VICTOR VALLEY TRANSIT

VICTOR VALLEY TRANSIT AUTHORITY
REGULAR MEETING OF
THE BOARD OF DIRECTORS
Monday, July 21, 2025, 9:30 A.M.

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

Victor Valley Transit Authority Board of Directors

James Noble, Chair, City of Barstow
Liz Becerra, Vice-Chair, City of Victorville
Allison Lee, Director, City of City of Hesperia
Paul Cook, Director, County of San Bernardino
Dawn Rowe, Director, County of San Bernardino
Gabriel Reyes, 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 people 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 x102, (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 will be available and posted Friday, July 11, 2025.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

PUBLIC COMMENTS

This is the time the Board will hear public comments regarding items on the agenda, 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 June 16, 2025.**
Recommendation: Move for approval.
Presented by: None.

Pg. 19 ***Item #2:*** **Warrants, May 2025.**
Recommendation: Move for approval.
Presented by: None.

Pg. 25 ***Item #3***: **VVTA Board of Directors Calendar of Meetings for 2025 Amendment.**
Recommendation: Move for approval.
Presented by: None.

REPORTS

Pg. 29 ***Item #4***: **Management Reports – Verbal Report from Chief Executive Officer.**
Recommendation: Information item only.
Presented by: Nancie Goff, CEO.

Pg. 41 ***Item #5***: **Transit Operations Division, Victor Valley Detail Report.**
Recommendation: Information item only.
Presented by: VVTA Transit Operations Division Victor Valley Detail.

ACTION ITEMS

POSSIBLE CONFLICT OF INTEREST NOTICE

Note agenda item 6 contractors, subcontractors and agent, which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

Pg. 49 ***Item #6:* Award VVTA RFP 2025-06 Transit Advertising to Adsposure, Cincinnati, OH for a contract for two years with three one-year options to extend.**
Recommendation: Approve the award of VVTA RFP 2025-06 Transit Advertising Services to Vehicle Advertising dba Adposure, Cincinnati, OH, for a contract for 2 years with 3 one-year options to extend.
Presented by: Christine Plasting, Procurement Manager.

Pg. 53 ***Item #7:* VVTA's Disadvantaged Business Enterprise Program and Plan Update.**
Recommendation: Approve the VVTA DBE Program and Plan update.
Presented by: Christine Plasting, Procurement Manager.

BOARD OF DIRECTORS COMMENTS

CORRESPONDENCE AND PRESS CLIPS

DATE OF NEXT MEETING

Monday, August 18, 2025, at 9:30 AM
Barstow City Council Chambers
220 East Mountain View Street
Barstow, CA 92311

ADJOURNMENT

Victor Valley Transit Acronym List
Page 1 of 2

ADA	Americans with Disabilities Act
APTA	American Public Transit Association
AQMP	Air Quality Management Plan
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 (Hydrogen)
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
IIJA	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

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
SRTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TAM	Transit Asset Management
TCM	Transportation Control Measure
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEAM	Transportation Electronic Award and Management
TNC	Transportation Network Company
TOCP	Transit Operating and Capital Plan
TrAMS	Transit Award and Management System
TREP	Transportation Reimbursement Escort Program
TRIP	Transportation Reimbursement Incentive Program
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.

THIS PAGE INTENTIONALLY LEFT BLANK

AGENDA ITEM ONE

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Minutes from the Public Hearing and Regular Meeting of the Board of Directors Conducted on June 16, 2025.

SUMMARY STATEMENT

The following are copies of the minutes from the Public Hearing and Regular Meeting of the Board of Directors conducted on June 16, 2025.

RECOMMENDED ACTION

Move for approval.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Debi Albin, Clerk of the Board	N/A	July 21, 2025	1

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

June 16, 2025
MINUTES

CALL TO ORDER

The Regular Meeting of the Board of Directors of the Victor Valley Transit Authority was called to order at 9:33 a.m. by Chair Noble.

ROLL CALL

Board Members Present: Chair James Noble
Vice-Chair Liz Becerra
Director Gabriel Reyes
Director Allison Lee
Director Curt Emick
Alternate Director CJ Porter
Alternate Director Sam Shoup

Staff Members Present:

Nancie Goff, VVTA
John Tubbs, County Counsel
Alfredo Miranda, Sen. Valadares
Juan Robinson, City of Victorville
Dustin Strandberg, VVTA
Ashley Palmer, VVTA
Christine Plasting, VVTA
Craig Barnes, VVTA
Sylvia Harris, VVTA
Chris Ackerman, VVTA
Jazmin Castro, VVTA
Lisa Arellano, Keolis
Nicole Soto, SBCTA
Albert Knowles, Keolis
Willie Perez, Keolis
Damien Moody, Keolis
Rod Goldman, VVTA
Maged Azer, VVTA
Robert Ripley, Sheriff's Transit Division
Julie Ryan, Town of Apple Valley
Debi Albin, VVTA
Michelle Morris, VVTA
Sandye Martinez, VVTA
Nija Enos, VVTA
Tisha Lopez, VVTA
Sylvia Abadeer, VVTA
Simon DeMuri, Sheriff's Transit Division
Angelina Calderon, Keolis
Mike New, Sheriffs Transit Division
Richard Montgomery, VVTA
Melody Stanley, Keolis
Jonathan McDowell, Keolis

PLEDGE OF ALLEGIANCE

Chair Noble led the audience in the pledge of allegiance.

ANNOUNCEMENTS

Ms. Goff reminded the Board of two upcoming conferences and asked that you contact Ms. Albin if you wish to sign up for either of these conferences.

Both conferences conflict with the Board meeting dates for September and October; Chair Noble has agreed to amend the meeting schedule so that the September meeting

will take place on September 22nd and the October meeting will take place on October 27th.

Ms. Goff introduced Nija Enos, Planning Analyst, who joined VVTA in April. Ms. Goff introduced Willie Perez as the new General Manager for Keolis.

Next, Ms. Goff announced Albert Knowles as the Employee of the Month. Mr. Knowles is a Road Supervisor at the Hesperia location and is in at 3:00 am every morning to make sure the buses are in service on time. Mr. Knowles has also led the effort to improve on-time performance.

Lastly, Ms. Goff presented two (2) proclamations to coach operators who went above and beyond the call of duty to assist their passengers. Damien Moody was able to get assistance for a man on his bus that would not wake up, keeping his demeanor professional and calm when assisting first responders. Melody Stanley notified dispatch of a young child asking for information to get to San Bernardino, which turned out to be a critical run-away. Both awardees showed their care and compassion in these circumstances.

PUBLIC COMMENTS

Speaker: Terri Martini, Adelanto

Ms. Martini shared her disappointment with ADA rides, not picking her up as scheduled. While Ms. Martini remains pleased with the drivers, she cannot continue to miss appointments.

Speaker: Katherin Body, Adelanto

Ms. Body stated that she has knee problems, and since the route adjustments, she is finding she must walk further than is comfortably possible. Ms. Body is upset with the stops that have been removed.

Speaker: David Ward

Mr. Ward shared some ideas he had for bus stop placement, including making the Oro Grande loop a deviation as he feels there are too few passengers for a fixed route.

CONSENT CALENDAR

1. **Minutes from the Regular Meeting of the Board of Directors Conducted May 19, 2025.**
   Recommendation: Move for approval.
   Presented by: None.

2. **Warrants, April 2025.**
Recommendation: Move for approval.
Presented by: None.

A MOTION WAS MADE BY Director Reyes to approve the Consent Calendar and Seconded by Vice Chair Becerra. Director Emick and Director Lee abstained from Item #1.

REPORTS

3. **Management Reports for Hesperia and Barstow Divisions – Verbal Report from Chief Executive Officer.**
Recommendation: Information item only.
Presented by: Nancie Goff, CEO.

Ms. Goff addressed ridership increases and decreases across the modes for April.

Directing the Board to the On Time Performance pages, Ms. Goff stated that there was a small increase in fixed route OTP in April, a direct result of Keolis' formal strategic plan. VVTA feels that these efforts will continue to produce results. Ms. Goff also mentioned there will be an extra Board study to address potential driver shortages.

Mr. Goldman addressed the Board to review the Narcan project. Mr. Goldman shared that VVTA and Keolis staff have been working for the past year on a program to provide Narcan on all VVTA vehicles. VVTA is ready to implement this program around mid-July.

VVTA is aware of the opioid crisis in our community and this program is an effort to take advantage of the reach of our services throughout the community to enhance the safety of our passengers and the community at large.

Mr. Goldman and the Board had a brief discussion about how the program will function. Ms. Goff thanked various staff for their assistance in implementing this project.

Next, Ms. Goff introduced the CTSA Programs Manager, Ms. Palmer, with an update to the Barstow Community College free fare for students' program.

For historical reference, Ms. Palmer shared that VVTA has had a long-standing agreement with VVC to allow students to ride VVTA local bus routes for free. VVC pays VVTA for student transportation through registration fees.

Over the past several years, Ms. Palmer said VVTA has reached out to Barstow Community College to see if they would also be interested in a similar arrangement for student transportation; however, the College was unable to participate at that time. Earlier this year Barstow College contacted VVTA to discuss the possibility of an agreement for free student transportation with payment by the College.

Ms. Palmer was pleased that the timing was right for this discussion as VVTA is also in discussions with VVC on the renewal of our student transportation contract. After discussions, VVTA and Barstow College have reached an agreement on free student transportation which is scheduled to begin on July 1, 2025. VVTA is developing a marketing program to inform Barstow College students of the free transportation on VVTA buses, and VVTA staff are planning on-site activities at Barstow College to promote the free service.

Lastly, Ms. Goff introduced the Marketing Manager to present a new, updated brand for VVTA. Ms. Goff thanked the staff for all their hard work and innovative thoughts on this project.

Mr. Ackerman stated that VVTA is excited to introduce you to the new look of Victor Valley Transit. Now officially branded as VVTA, this refreshed logo isn't just about style or a new look; it's about signaling a new era for VVTA.

VVTA's new logo reflects motion, progress, and sustainability, with its sharp lines and dynamic shape symbolizing a road ascending toward the future. This rebrand isn't just a visual refresh; it signifies our strategic commitment to cutting-edge transit technology, including the launch of hydrogen fuel cell-powered vehicles. Replacing our long-standing 2019 logo, this modern, sleek design captures speed, progress, and sustainability.

The sleek, minimalistic typography replaces the more retro look of our 2019 logo, aligning with our focus on modernization, efficiency, and forward momentum towards our new future in Hydrogen Fuel Cell technology.

Mr. Ackerman shared a PowerPoint presentation with the Board, showing the history of all the different branding from past to future.

4. **Victor Valley Transit Authority Sheriff's Division Unit Verbal Report.**
Recommendation: Information item only.
Presented by: VVTA, Sheriff Division Unit.

Sgt. DeMuri shared that the Transit Division made 650 contacts, 14 criminal reports, 10 arrests and 12 uniformed bus rides. Sgt. DeMuri also shared that Lt. Page received a promotion and has since left the Transit Division; he then introduced Deputy Robert Ripley.

ACTION ITEMS

5. **Award VVTA RFP 2025-07 Professional Engineering Services for Building Modifications for Hydrogen Fuel-Cell Buses to Stantec Consulting Services, Los Angeles, CA.**
   Recommendation: Award VVTA RFP 2025-07 Professional Engineering Services for Building Modifications for Hydrogen Fuel-Cell Buses to Stantec Consulting Services of Los Angeles, CA, not to exceed $273,585.00 pending BAFO negotiation of a best and final offer
   Presented by: Christine Plasting, Procurement Manager.

Ms. Plasting said that Stantec Consulting Services received the highest score from the evaluation committee and VVTA is currently negotiating a best and final offer with Stantec. Mr. Strandberg pointed out that this contract is to retrofit the existing design and verify that everything is up to code.

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

6. **Contract 2021-17 Macro-Z Technology, Hesperia Transfer Hub Amendments No. 2 and No. 3.**
   Recommendation: Approve Contract 2021-17 Macro-Z Technology, Hesperia Transfer Hub Amendments No. 2 and No. 3, for an amount not to exceed $294,324.09 pending negotiation of a best and final offer.
   Presented by: Christine Plasting, Procurement Manager.

Mr. Strandberg shared that change order #2 is to add a bus layover lane so that buses have the ability to park out of the way of bus traffic. The City of Hesperia is now requiring VVTA to pave 26 feet of a current dirt road, which leads to change order #3.

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

7. **Presentation of the Draft Fiscal Year 2025-26 Annual Operating and Capital Budget.**
   Recommendation: 1) Conduct a Public Hearing to receive and consider public comments regarding the Federally Funded Program of Projects and the FY 2025-26 Annual Operating and Capital Budget. 2) In the absence of any substantive comments or additional considerations, approve the Federally Funded Program of Projects and the FY 2025-26 Annual Operating and Capital Budget as published and adopt Resolution 25-02
   Presented by: Maged Azer, CFO.

Open Public Hearing: 10:32 am Fiscal Year 2025-26 Annual Operating and Capital Budget.

- Hear Public Testimony: No public comments were received.

Close Public Hearing: 10:33 am Fiscal Year 2025-26 Annual Operating and Capital Budget.

Mr. Azer presented the proposed Fiscal Year 2025–26 operating budget and capital plan for those that missed the May meeting. The budget was developed to ensure continued delivery of comprehensive bus services amid inflationary pressures and contractual rate increases. Mr. Azer stated that there were no changes from the draft presented at the May 19, 2025 meeting.

A MOTION WAS MADE BY Director Emick to approve the recommended action and Seconded by Alternate-Director Shoup. The motion passed unanimously with a roll call vote.

BOARD OF DIRECTORS COMMENTS

Several Board members expressed their thanks to all staff and the Sheriff Transit Division for all their hard work. There was a brief discussion about fireworks shows at various venues.

Director Emick shared that the concert in the park series is now taking place and appears to be more popular than ever.

DATE OF NEXT MEETING

The next Board meeting will be on Monday, July 21, 2025, at 9:30 am at Victor Valley Transit Authority, 17150 Smoke Tree Street, Hesperia, CA 92345.

ADJOURNMENT

The meeting was adjourned at 10:58 am.

APPROVED: _____
James Noble, Chair

ATTEST: _____
Debi Albin, Clerk of the Board

THIS PAGE INTENTIONALLY LEFT BLANK

AGENDA ITEM TWO

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Payrolls and Warrants for May 2025.

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

Payroll Date	Amount	Register#
5/2/2025	$147,634.79	05/25-PR092
5/16/2025	$146,910.48	05/25-PR093
5/30/2025	$146,161.64	05/25-PR094
Total Payroll	**$440,706.91**	

Agency's Register of Warrants

Register Date	Amount	Check #	Register #
05/08/2025	$203,819.79	1934-1963	AP-05-2025
5/15/2025	$3,294,420.59	1964-1977	AP-05-2025
5/21/2025	$208,093.10	1978-1994	AP-05-2025
5/29/2025	$5884.62	1966-2005	AP-05-2025
	$3,712,218.10		

RECOMMENDED ACTION

Approve VVTA's expenditures for May 2025.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Maged Azer, CFO	$4,152,925.01	July 21 ,2025	2

Victor Valley Transit Authority

May 1, 2025 - May 31, 2025

Check Number	Vendor	Date	Amount Paid
1934	ADA RIDE	5/8/2025	4,808.50
1935	Allied Universal Security Services	5/8/2025	8,377.10
1936	APPLIED NGF Applied Natural Gas Fuel	5/8/2025	118.82
1937	Charter - ADMIN	5/8/2025	96.76
1938	Charter - BU	5/8/2025	1,099.00
1939	Charter - CNG	5/8/2025	176.17
1940	Charter - DSTFIBER	5/8/2025	749.00
1941	Charter - FIBER	5/8/2025	1,649.00
1942	Charter - FIBERBAT	5/8/2025	820.00
1943	Charter - SEC	5/8/2025	329.99
1944	Charter - TV	5/8/2025	231.76
1945	Charter - WEB	5/8/2025	269.99
1946	CLEAN	5/8/2025	18,824.61
1947	EDISON - ADM	5/8/2025	6,072.79
1948	EDISON - BEB	5/8/2025	5,881.84
1949	Edison - CNG	5/8/2025	14,593.70
1950	Edison - D St. Unit 4	5/8/2025	211.22
1951	HIDESERTCOM HI-Desert Communications	5/8/2025	1,308.00
1952	RING	5/8/2025	2,582.39
1953	RMSCONSTRUCTION	5/8/2025	24,846.60
1954	RMSCONSTRUCTION	5/8/2025	17,510.40
1955	ROTARY Rotary Club Of Victorville	5/8/2025	197.67
1956	Sonic Systems, Inc.	5/8/2025	8,950.00
1957	STATEFUND State Compensation Insurance Fund	5/8/2025	2,423.50
1958	SWG-ADM	5/8/2025	1,282.94
1959	SWG-MAINT	5/8/2025	2,503.39
1960	SWG-WASH	5/8/2025	974.13
1961	VERIZONCONNECT	5/8/2025	1,119.82
1962	INTER	5/8/2025	44,945.56
1963	HAWKINSBURGERS	5/8/2025	4,523.90
1964	Aramark	5/15/2025	472.14
1965	BECKOIL	5/15/2025	6,137.34
1966	BONNIE	5/15/2025	1,108.62
1967	CITY OF BARSTOW - Utility Billing	5/15/2025	415.15
1968	Dustin Strandberg	5/15/2025	491.79
1969	HIDESERTALARM	5/15/2025	196.20
1970	LOOMIS	5/15/2025	1,210.47
1971	PSOMAS	5/15/2025	9,850.31
1972	SanBernLegal	5/15/2025	1,896.25
1973	SDRMA	5/15/2025	3,976.01

1974	SWG-CNG	5/15/2025	142,040.68
1975	TRITON	5/15/2025	810.00
1976	TRONA Trona Community Senior Center	5/15/2025	3,291.18
1977	HIDESERTCOM HI-Desert Communications	5/15/2025	4,423.30
1978	Amazon Business	5/21/2025	904.79
1979	AVR AVR Vanpool	5/21/2025	3,563.00
1980	City Of Victorville - CNG	5/21/2025	4,395.21
1981	City Of Victorville - Trash/Water	5/21/2025	664.97
1982	CLEAN	5/21/2025	13,902.47
1983	COMMUTE Commute With Enterprise	5/21/2025	126,540.00
1984	Edison - BEB-BAT	5/21/2025	6,967.23
1985	EDISON - CNGBAT	5/21/2025	7,493.73
1986	Greater High Desert Chamber Of Commerce	5/21/2025	505.00
1987	SKILL	5/21/2025	222.59
1988	SWG - GENBAT	5/21/2025	42.52
1989	SWGas-BAT	5/21/2025	917.59
1990	SWGasBAT - CNG	5/21/2025	27,805.20
1991	TMD Transportation Management & Design	5/21/2025	9,157.08
1992	WIRZ Wirz And Co Printing Inc	5/21/2025	394.55
1993	CBI	5/21/2025	2,602.17
1994	OEM Diagnostics	5/21/2025	2,015.00
1996	Aramark	5/29/2025	50.00
1997	Aramark	5/29/2025	361.34
1998	FOOT	5/29/2025	3,560.00
1999	FRONTIER2	5/29/2025	79.63
2000	FRONTIERBAT	5/29/2025	272.43
2001	Golden State Water Company ADM	5/29/2025	479.70
2002	Golden State Water Company FP	5/29/2025	54.39
2003	Golden State Water Company SPRNK1	5/29/2025	496.44
2004	Golden State Water Company SPRNK2	5/29/2025	502.01
2005	SWG-DST	5/29/2025	28.68
00000193/1	ABUNDANT	5/1/2025	3,180.00
00000193/2	ORACLE	5/1/2025	14,788.26
00000193/3	STROBELS	5/1/2025	5,936.98
00000193/4	SYNC	5/1/2025	836.00
00000194/1	Allison Lee	5/2/2025	200.00
00000194/2	Allison Lee	5/2/2025	200.00
00000194/3	Allison Lee	5/2/2025	200.00
00000194/4	Allison Lee	5/2/2025	200.00
00000194/5	Curt Emick	5/2/2025	200.00
00000194/6	Gabriel Reyes	5/2/2025	200.00
00000194/7	James Noble	5/2/2025	200.00
00000194/8	Kimberly Mesen	5/2/2025	200.00
00000195/1	Keolis	5/13/2025	2,396,900.67
00000196/1	Keolis	5/13/2025	709,700.48
00000197/1	Keolis	5/12/2025	11,500.00
Total			**3,712,218.10**

THIS PAGE INTENTIONALLY LEFT BLANK

AGENDA ITEM THREE

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

VVTA Board of Directors Calendar of Meetings for 2025 Amendment.

SUMMARY STATEMENT

In November 2024 the Board approved the Calendar of meetings for 2025. Due to a schedule conflict with conferences well attended by Board and staff members, it is recommended the board amend the calendar of meetings to ensure sufficient meeting participation.

Staff recommend the following changes in the Calendar of meetings:

Regularly scheduled for September 15th is moved to September 22nd.
Regularly scheduled for October 20th is moved to October 27th.

RECOMMENDED ACTION

Move for approval.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Debi Albin, Clerk of the Board	N/A	July 21, 2025	3

VICTOR VALLEY TRANSIT AUTHORITY
BOARD OF DIRECTORS
CALENDAR OF MEETINGS 2025

Tuesday, January 21st, 9:30 a.m.
(*Monday, 20th Martin Luther King Jr. Day)*

Tuesday, February 18th, 9:30 a.m.
(Monday, 17th Presidents Day)
To be held at Barstow City Council Chambers.

Monday, March 17th, 9:30 a.m.

Monday, April 21st, 9:30 a.m.

Monday, May 19th, 9:30 a.m.
To be held at Barstow City Council Chambers.

Monday, June 16th, 9:30 a.m.

Monday, July 21st, 9:30 a.m.

Monday, August 18th, 9:30 a.m.
To be held at Barstow City Council Chambers.

Monday, September 22nd, 9:30 a.m.

Monday, October 27th, 9:30 a.m.

Monday, November 17th, 9:30 a.m.
To be held at Barstow City Council Chambers.

Monday, December 15th, 9:30 a.m.

All meetings are on the third Monday of the month except January and February due to holidays.

September and October meeting dates are amended due to scheduling conflicts.

AGENDA ITEM FOUR

THIS PAGE INTENTIONALLY LEFT BLANK

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 invoices for May 2025.
- 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	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Nancie Goff, CEO	N/A	July 21, 2025	4

INVOICE NO. 0060276-IN

KEOLIS

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

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

Attention: Mrs. Nancie Goff
Chief Executive Officer

DATE 6/6/2025

CONTRACT NAME:
Victor Valley Transit

MONTH **May 2025**

BILLING PERIOD 05/01/2025 - 05/31/2025

	Budgeted Revenue hours	Actual Revenue hours	Variance in Missed Service	Budgeted Revenue Hour Expense	Actual Revenue Hour Expense	Allocated Fixed Cost	Variance (+ or -)	Budgeted Expense Year-to-date	Actual Expense Year-to-date	Variance (+ or -) Year-to-date
ADA ParaTransit	3,490.50	3,160.40		$305,523.47	$276,629.49	$142,752.53	($28,893.97)	$3,350,591.53	$2,938,069.44	**($412,522.08)**
Subscription	955.50	1,505.57		$83,634.92	$131,782.34	$68,005.26	$48,147.42	$912,008.34	$1,183,852.92	**$271,844.58**
Microlink	1,344.40	1,319.44		$117,675.33	$115,490.73	$59,598.10	($2,184.61)	$1,156,863.88	$984,092.77	**($172,771.11)**
Regional Fixed Rt	12,273.80	11,432.15	(82.49)	$1,059,474.42	$986,823.19	$509,242.53	($72,651.23)	$11,108,441.39	$10,552,816.83	**($555,624.56)**
Route 15	747.60	685.17	(4.72)	$64,532.83	$59,143.87	$30,520.74	($5,388.96)	$699,723.74	$652,142.42	**($47,581.32)**
Fort Irwin	482.20	477.32	(5.68)	$39,747.75	$39,345.49	$20,303.94	($402.26)	$433,407.05	$436,689.40	**$3,282.36**
SUBTOTALS	**$19,294.00**	**$18,580.05**	**-$92.89**	**$1,670,588.71**	**$1,609,215.10**	**$830,423.11**	**-$61,373.60**	**$17,661,035.92**	**$16,747,663.79**	**-$913,372.13**

TOTAL INVOICE **$2,439,638.21**

Please REMIT TO:
Keolis Transit Services, LLC
53 State Street, 11th Floor
Boston, MA 02109
ARDept@keolisna.com

Manager's Signature and Business Phone

INVOICE NO. 0060277-IN

KEOLIS

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

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

Attention: Mrs. Nancie Goff
Chief Executive Officer

DATE 6/6/2025

CONTRACT NAME:
Victor Valley Transit

MONTH **May 2025**

BILLING PERIOD 05/01/2025 - 05/31/2025

	Budgeted Revenue hours	Actual Revenue hours	Variance in Missed Service	Budgeted Revenue Hour Expense	Actual Revenue Hour Expense	Allocated Fixed Cost	Variance (+ or -)	Budgeted Expense Year-to-date	Actual Expense Year-to-date	Variance (+ or -) Year-to-date
County	1,635.30	1,576.99	(11.71)	$141,159.10	$136,125.78	70,246.66	($5,033.32)	$1,324,027.09	$1,295,763.33	**($28,263.76)**
Barstow-Fixed Route	2,100.00	2,069.13	(1.02)	$181,272.00	$178,607.30	92,168.93	($2,664.70)	$1,542,970.00	$1,527,912.33	**($15,057.68)**
Barstow-County	1,136.70	1,126.79	-	$98,119.94	$97,264.51	50,192.61	($855.43)	$771,311.49	$766,368.82	**($4,942.67)**
Barstow-DAR	428.80	559.25		$37,532.86	$48,951.49	25,261.04	$11,418.62	$336,544.09	$380,890.92	**$44,346.82**
SUBTOTALS	**5,300.80**	**5,332.16**	**(12.73)**	**$458,083.90**	**$460,949.08**	**237,869.23**	**$2,865.17**	**$3,974,852.68**	**$3,970,935.39**	**-$3,917.28**

TOTAL INVOICE **$460,949.08**

Please REMIT TO:
Keolis Transit Services, LLC
53 State Street, 11th Floor
Boston, MA 02109
ARDept@keolisna.com

Manager's Signature and Business Phone

VICTOR VALLEY TRANSIT

FY 2025 -- Monthly Performance Statistics by Mode

Systemwide Summary

All Routes

Performance Statistics for May

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)	93,833	16,826.9	$2,934,342	$60,432	5.6	$31.27	$174.38	$0.64	$3.59	2.06%
Commuter Bus	2,386	477.3	$99,121	$26,005	5.0	$41.54	$207.66	$10.90	$54.48	26.24%
Demand Response	11,494	6,741.6	$1,076,382	$17,467	1.7	$93.65	$159.66	$1.52	$2.59	1.62%
System Total	107,713	24,045.9	$4,109,845	$103,903	4.5	$38.16	$170.92	$0.96	$4.32	2.53%

VICTOR VALLEY TRANSIT

Monthly Ridership Report

May, FY 2025

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)	92,461	93,833	5.7	5.5	3.50%	2.06%
Commuter Bus	2,957	2,386	5.9	5.0	34.26%	26.24%
Demand Response	12,445	11,494	2.2	1.7	5.41%	1.62%
System Total	107,863	107,713	4.9	4.4	4.90%	2.53%

ADA Dispatch Denial Report For the Month of May 2025

Date	Reservationist Name	Passenger Name	Time Requested	Reason for Denial	Alternate Ride Provided
All Rides Negotiated					

MAY

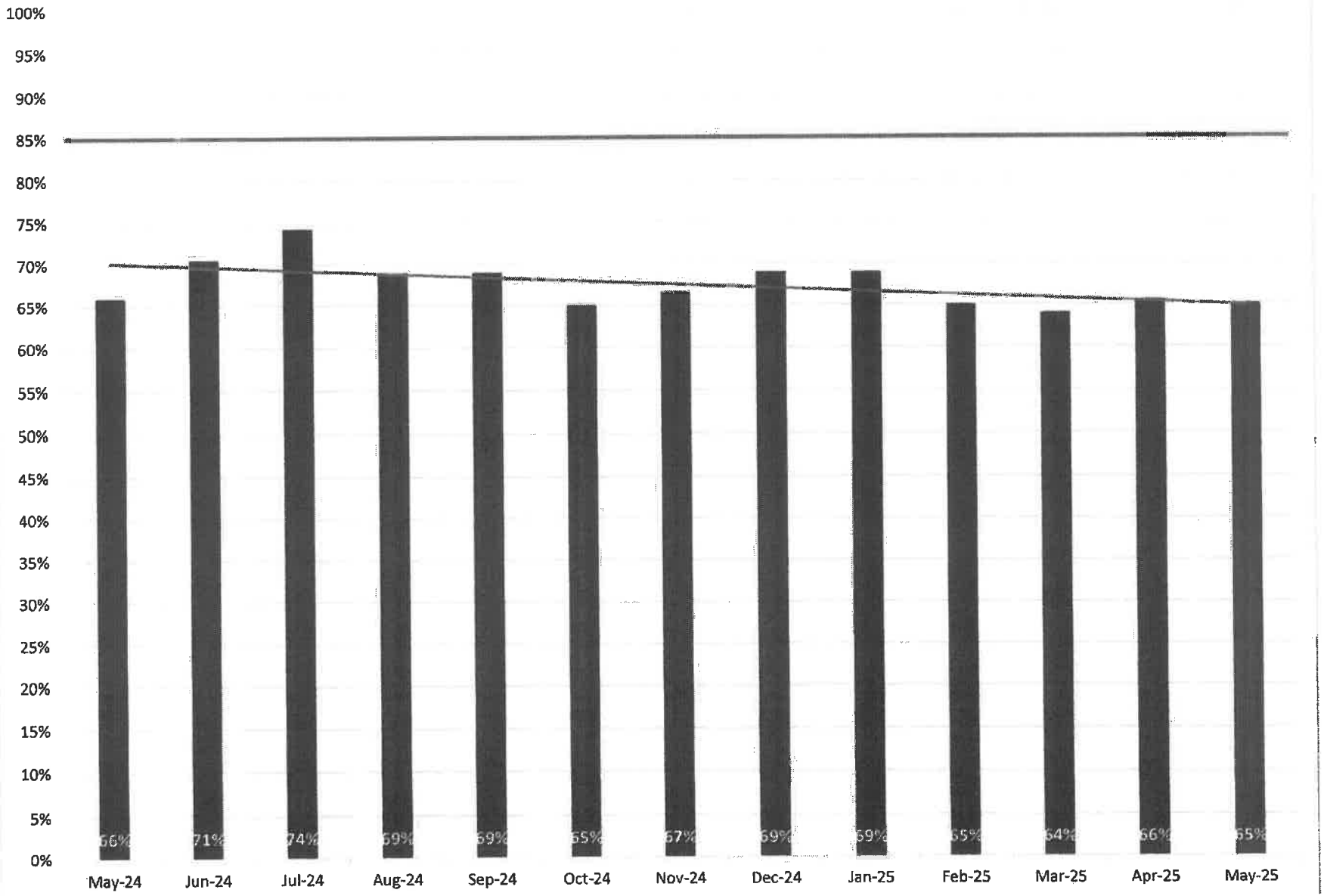
Major and Non-Major
Miles Between Road Calls

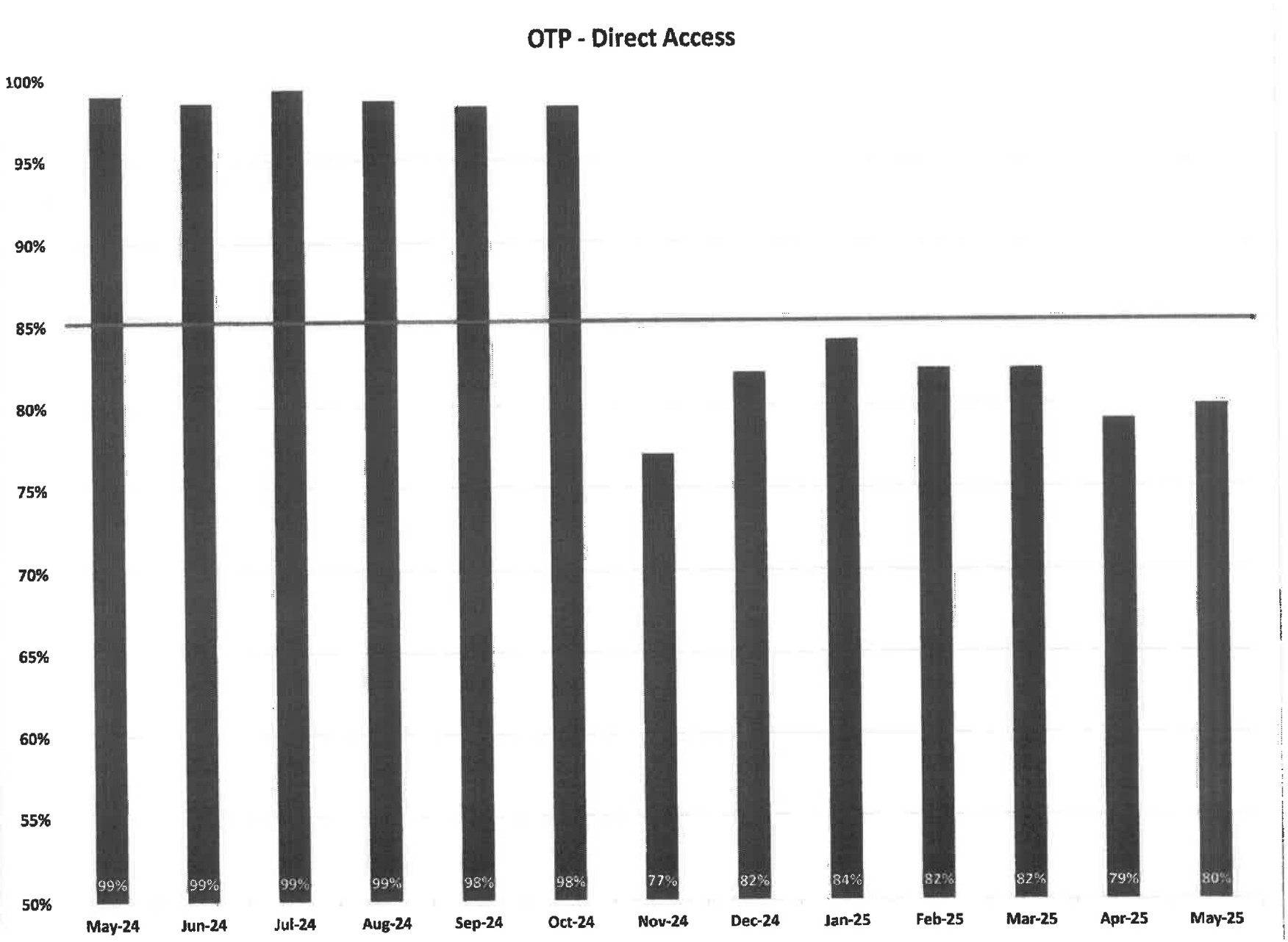
Total Miles	2024	2025
Demand Response	74,445	73,296
Commuter Bus	19,705	18,507
Motor Bus	285,544	295,410
Total Miles	**379,694**	**387,213**

Total Road Calls	2024	2025
Demand Response	5	6
Commuter Bus	1	3
Motor Bus	22	43
Total Road Calls	**28**	**52**

Miles Between Road Calls	2024	2025
Demand Response	14,889	12,216
Commuter Bus	19,705	6,169
Motor Bus	12,979	6,870
Total System	**47,573**	**25,255**

OTP - Fixed Route




OTP - Direct Access
100%
95%
90%
85%
80%
75%
70%
65%
60%
55%
50%
99%
99%
99%
99%
98%
98%
77%
82%
84%
82%
82%
79%
80%
May-24
Jun-24
Jul-24
Aug-24
Sep-24
Oct-24
Nov-24
Dec-24
Jan-25
Feb-25
Mar-25
Apr-25
May-25

THIS PAGE INTENTIONALLY LEFT BLANK

AGENDA ITEM FIVE

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Transit Operations Division, Victor Valley Detail Report.

SUMMARY STATEMENT

At this time, a representative of the VVTA Transit Operations Division, Victor Valley Detail will present highlights and statistics from the last month.

RECOMMENDED ACTION

Information item only.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
VVTA Transit Operations Division Unit	N/A	July 21, 2025	5

THIS PAGE INTENTIONALLY LEFT BLANK

DISCLOSURE POTENTIAL CONFLICTS OF INTEREST ISSUES

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

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

MEMORANDUM

Date: July 21, 2025

To: Victor Valley Transit Board of Directors

From: Victor Valley Transit Executive Director

Subject: Disclosure(s) regarding recommendations for action by the VVTA Board of Directors.

Staff hereby provides the Victor Valley Transit Board of Directors with a listing of principals and subcontractors associated with action items on the agenda for the Board July 21, 2025, meeting.

Agenda Item No.	Contract No.	Principals and Agents	Subcontractors
6	2025-06	Vehicle Advertising dba Adsposure Jason Klare, President 10810 Kenwood Rd Cincinnati, OH 45242	N/A
6	2025-06	Lamar Transit LLC Neal Gatherum, VP/GM 301 N. 9th St. #211 Redlands, CA 92374	N/A
6	2025-06	Transit Media, Inc. Jenna Salazar, President 481 E. Hwy 4 STE A Murphys CA 95247	N/A

The foregoing information has no financial impact on the Agency and is provided relative to potential conflicts of interest, which may precipitate member abstentions under California Government Code 84308.

VICTOR VALLEY TRANSIT AUTHORITY

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

Conflict of Interest Form

Purpose: This form is provided to assist members of the VVTA Board of Directors in meeting requirements of Government Code Section 84308 and 87100 in documenting conflict of interest as related to VVTA Board/Committee agenda items.

Instructions: Under certain circumstances, VVTA Board of Directors may be required to disclose and disqualify themselves from participating in, influencing, or voting on an agenda item due to personal income, real property interests, investments, business positions, or receipt of campaign contributions. If applicable, Board members must personally state the following information, for entry into the public record, prior to consideration of the involved agenda item(s) and turn in the completed form to the Clerk of the Board prior to leaving the meeting.

I. Board Member Information

Board Member Name	City/County Name	Meeting Date

II. Campaign Contributions

1. I have a disqualifying campaign of over $250 From_____
(Name of Company and/or individual)
and therefore I am abstaining from participation on Agenda Item _____Subject:_____

2. I have a disqualifying campaign of over $250 from_____
(Name of Company and/or individual)
and therefore I am abstaining from participation on Agenda item_____Subject:_____

3. I have a disqualifying campaign of over $250 from_____
(Name of Company and/or individual)
and therefore I am abstaining from participation on Agenda item_____Subject:_____

III. Financial Interest

1. I have a financial interest of_____,
from/in_____
(State income, real property interest, or business position) (Identify company or property location)
and therefore I am abstaining from participation on Agenda Item_____ Subject:_____

2. I have a financial interest of _____,
from/in_____
(State income, real property interest, or business position) (Identify company or property location)
and therefore I am abstaining from participation on Agenda Item _____Subject:_____

IV. Signature

Board Member Signature:_____
Date:_____

Please remember you must state the information into the public record prior to consideration of the involved agenda item(s) and turn in the complete form to the Recording Secretary prior to leaving the meeting.

AGENDA ITEM SIX

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2025-06 Transit Advertising to Adsposure, Cincinnati, OH for a contract for two years with three one-year options to extend.

SUMMARY STATEMENT

At the March 17, 2025, VVTA Board of Directors meeting, the Board approved rejecting all proposals submitted in response to RFP 2025-02 and to release RFP 2025-06 in its stead.

VVTA released RFP 2025-06 Transit Advertising Services by having the solicitation posted on the VVTA website, publicpurchase.com, and advertising in Newspapers of general circulation including Transit Talent. The proposals were due on April 24, 2025, and four proposals were received. On June 13, 2025, the evaluation committee met to assess the submissions and determine a recommendation for the contract award. The evaluation committee consisted of VVTA staff as well as evaluators from MDAQMD, VVC, and Citilink – a transit agency in Fort Wayne, Indiana. The scoring results, based on a maximum possible score of 150 points, were as follows:

- Lamar Transit, Redlands, CA 107.89
- Vehicle Advertising dba Adsposure, Cincinnati, OH 117.17
- Transit Media, Arnold, CA 102.60
- Commuter Advertising, Dayton, OH Deemed Non-Responsive

Based on the evaluations results, staff recommend awarding the contract for Transit Advertising Services to Adsposure, Cincinnati, OH. The two-year contract guarantees a minimum revenue of approximately $461,250.00 over the two-year base period.

RECOMMENDED ACTION

Approve the award of VVTA RFP 2025-06 Transit Advertising Services to Vehicle Advertising dba Adposure, Cincinnati, OH, for a contract for 2 years with 3 one-year options to extend.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Christine Plasting Procurement Manager	Revenue potential $461,250	July 21, 2025	6

THIS PAGE INTENTIONALLY LEFT BLANK

AGENDA ITEM SEVEN

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

VVTA's Disadvantaged Business Enterprise Program and Plan Update.

SUMMARY STATEMENT

VVTA is a direct recipient of US Department of Transportation (USDOT), Federal Transit Administration (FTA) funding. As a condition of receiving this assistance, VVTA must comply with the FTA's DBE Program: Implementations Modifications Final Rule to Title 49, Code of Federal Regulations (CFR) Part 26, and effective November 3, 2014, updated October 1, 2024. The DBE Program is designed to enable small businesses owned and controlled by socially disadvantaged individuals to compete for federally funded contracts.

During the Triennial Review, FTA and the contracted reviewer found having a DBE Liaison Officer (DBELO) from Procurement was a potential conflict of interest. This is because the goal of the DBELO representative is to maximize use of DBE firms, while Procurement's goal is to award a contract based on the best value. The corrective action is to revise the staffing to designate a DBELO who is not someone with procurement responsibilities. VVTA has determined that the DBELO would be reassigned to Megan Christian, VVTA Financial Analyst (Grants.)

Whenever there is a significant change within the DBE program, VVTA must submit a new DBE Program/Plan to the FTA. Changing the assigned DBELO is a significant change that requires an update to the DBE program. Therefore, staff is requesting the VVTA Board of Directors to approve the updated DBE program and plan.

RECOMMEND

Approve the VVTA DBE Program and Plan update.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Christine Plasting Procurement Manager	N/A	July 21, 2025	7

DISADVANTAGED BUSINESS ENTERPRISE PROGRAM AND PLAN

~~March 1, 2025~~July 21, 2025

VICTOR VALLEY TRANSIT

Updated 03/01/2025.
(49 CFR Part 26)

Policy Statement

Section 26.1, 26.23 Objectives/Policy Statement

Victor Valley Transit Authority (VVTA) has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. VVTA receives Federal financial assistance from the Department of Transportation and, as a condition of receiving this assistance, VVTA has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of VVTA to ensure that DBEs, as defined in Part 26, have an equal opportunity to participate in DOT-assisted contracts. It is also VVTA's policy:

1. To ensure nondiscrimination in the award and administration of DOT-assisted contracts; and
2. To create a level playing field on which DBE's can compete fairly for DOT-assisted contracts; and
3. To ensure that the DBE program is narrowly tailored in accordance with applicable law; and
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs; and
5. To help remove barriers to the participation of DBEs in DOT- assisted contracts; and
6. To promote the use of DBEs in all types of federally assisted contracts and procurement activities conducted by VVTA; and
7. To assist the development of firms that can compete successfully in the marketplace outside the DBE program.

The ~~Procurement Manager~~Financial Analyst (Grants) position has been designated as the DBE Liaison Officer. In that capacity, ~~Christine Plasting~~Megan Christian is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by VVTA in its financial assistance agreements with the Department of Transportation.

VVTA has disseminated this policy statement to the Board of Directors, to employees of the organization, and to DBE and non-DBE businesses that have performed work for VVTA on DOT-assisted contracts. Distribution of this policy statement is accomplished by the posting of this policy on the VVTA website at http://vvta.org/procurement.

_____ _____

Nancie Goff, Chief Executive Officer (CEO) Date

SUBPART A – General Requirements

Section 26.1 Objectives

The objectives are found in the policy statement on the first page of this program.

Section 26.3 Applicability

VVTA is the recipient of federal transit funds authorized by Titles I, III, V, and VI of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), Pub. L. 102-240 or by Federal transit laws in Title 49, U.S. Code, or Titles I, II and V of the Teas-21, Pub. L 105-178.

Section 26.5 Definitions

VVTA will adopt the definitions contained in section 26.5 for this program.

Section 26.7 Non-discrimination Requirements

VVTA will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, or national origin.

In administering its DBE program, VVTA will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

Section 26.9 – Not applicable

Section 26.11 Record Keeping Requirements

Reporting to DOT: 26.11(b)

VVTA will report DBE participation to DOT as follows:

VVTA will ~~report~~report on DBE participation on a semi-annual basis, using the Federal Transit Administration's Transit Award Management System (TrAMS). These reports will reflect payments actually made to DBEs on DOT-assisted contracts.

Bidders List: 26.11 (c)

VVTA has created bidder's lists, consisting of information about all DBE and non-DBE firms that bid or quote on DOT-assisted contracts. The purpose of this requirement is to allow use of the bidders list approach to calculating overall goals. The bidders list will include the name, address, DBE non-DBE status, race and gender information of the firm's majority owner, NAICS code applicable to each scope of work the firm sought to perform in its bid, and the age of the firm.

VVTA will collect the data from all bidders for federally assisted contracts by requiring the information listed in the above paragraph to be submitted with their bids and proposals.

VVTA is not a DBE Certifying agency.

Section 26.13 Federal Financial Assistance Agreement

VVTA has singed the following assurances, applicable to all DOT-assisted contracts and their administration:

Assurance: 26.13 (a)

VVTA shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT assisted contract or in the administration of its DBE Program or the requirements of 49 CFR part 26. VVTA shall take all necessary and reasonable steps under 49 CRF part 26 to ensure nondiscrimination in the award and administration of DOT assisted contracts. VVTA's DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to VVTA of its failure to carry out is approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et. Seq.).

This language will appear in financial assistance agreements with sub-recipients.

Contract Assurance: 26.13b

VVTA will ensure that the following clause is placed in every DOT-assisted contract and subcontract:

The contractor, sub-recipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT assisted contract. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

SUBPART B – ADMINISTRATIVE REQUIREMENTS

Section 26.21 DBE Program Updates

VVTA is now considered at Tire I Recipient who will award prime contracts exceeding a cumulative total value of $670,000 in FTA funds in a federal fiscal year, excluding transit vehicle purchases.

VVTA will continue to carry out this DBE program and meets the following requirements:

(i) Reporting and record keeping under 26.11; and

(ii) Contract assurances under 26.13.
(iii) Policy statement under 26.23
(iv) Fostering small business participation under 26.39; and
(v) Transit Vehicle Procurements under 26.49

VVTA collects this information in the following ways:

State of CA DBE listing; State of CA Small Business/DVBE listing; a notice in all solicitations requiring bidders to report information directly to VVTA within their proposal package. Subcontractors will be required to report this information directly to VVTA once the Notice to Proceed has been issued to the Prime contractor.

Section 26.23 Policy Statement

The Policy Statement is elaborated on the first page of this program.

Section 26.25 DBE Liaison Officer (DBELO)

VVTA has designated the following individual as its DBE Liaison Officer:

~~Christine Plasting~~Megan Christian
~~Procurement Manager~~Financial Analyst (Grants)
Victor Valley Transit Authority
17150 Smoke Tree St.
Hesperia, California 92345
(760) 995-3583 (P) * (760) 948-1380 (F)
~~cplasting@vvta.org~~mchristian@vvta.org

In that capacity, the DBELO is responsible for implementing all aspects of the DBE program and ensuring that VVTA complies with all provisions of 49 CFR Part 26. The DBELO has direct, independent access to the CEO of VVTA concerning DBE program matters. An organization chart displaying the DBELO's position in the organization is found in Attachment 1 to this program.

The DBELO is responsible for developing, implementing, and monitoring the DBE program in coordination with other appropriate officials. The DBELO's duties and responsibilities include the following:

1. Gathers and reports statistical data and other information as required by DOT.
2. Reviews third party contracts and purchase requisitions for compliance with the DBE program.
3. Works with all departments to set overall goals.
4. Ensures that bid notices and requests for proposals are available to DBEs in a timely manner.
5. Identifies contracts and procurement so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals) and monitors results.
6. Analyzes VVTA's progress toward goal attainment and identifies ways to improve progress.

7. Participates in pre-bid meetings.
8. Advises the CEO and Board of Directors on DBE matters and achievement.
9. Participates with the Project Manager to determine contractor compliance with good faith efforts.
10. Provides DBEs with information and assistance in preparing bids and obtaining bonding and insurance.
11. Plans and participates in DBE training seminars.
12. Provides outreach to DBEs and community organizations to advise them of opportunities.
13. Maintains VVTA's updated directory on certified DBE's.
14. Delegates the above and other DBE tasks to appropriate staff.

Section 26.27 DBE Financial Institutions

It is the policy of VVTA to investigate the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in the community, to make reasonable efforts to use these institutions, and to encourage prime contractors on DOT-assisted contracts to make use of these institutions. VVTA has identified the following such institutions:

Through the California UPC website, to date VVTA has identified the following such institutions:
Alamo Capital Financial Services, 201 N. Civic Drive #360, Walnut Creek, CA
Backstrom McCarley Berry & Co., LLC, 130 Battery Street, Suite 560, Mez A, San Francisco, CA 94111
Capital Access, 610 Wichita Ave., El Cajon, CA 92019
Living Benefits, Inc. 4680 Savona Place, San Diego, CA 92130

Information on the availability of such institutions can be obtained from the DBE Liaison Officer.

Section 26.29 Prompt Payment Mechanisms

VVTA includes the following clause in each DOT-assisted prime contract:

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 7 days from the receipt of each payment the prime contractor receives from VVTA. The prime contractor further agrees to return retainage payments to each subcontractor within 30 days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of VVTA. This clause applies to both DBE and non-DBE subcontractors. A delay in payment by a prime contractor to a subcontractor is grounds for delay in the release of any retention payments due the prime contractor until restitution has been made to the subcontractor.

A subcontractor's work is satisfactorily completed when all tasks called for in the subcontract have been accomplished and documented as required by VVTA.

VVTA will include the following mechanisms for proactive monitoring and oversight of a prime contractor's compliance with subcontractor prompt payment and return of retainage:

Prime contractors are required to provide evidence that the payments to their subcontractors have been made within the required 30 days. The evidence includes a copy of reports showing when the payments were made. If further evidence is needed, VVTA has the option to request the invoices to ensure the reports received are correct.

For construction contracts, VVTA has contracted with third-party Construction Managers who are required to review invoices to ensure the subcontractors have been paid as required.

If a contractor has not made a prompt payment to a subcontractor, VVTA reserves the right to exercise liquidated damages to the prime contractor for each day the prompt payment is late.

For Construction Contracts, VVTA reserves the right to withhold payment or retention to the Prime Contractor until the subcontractors have received their payments of invoices and/or retention.

Section 26.31 Directory

VVTA maintains a directory identifying all firms eligible to participate as DBEs. The directory lists the firm's name, address, phone number, date of the most recent certification, and the type of work the firm has been certified to perform as a DBE. VVTA revises the Directory at the end of each semi-annual period and during the planning period of a solicitation. VVTA makes the Directory available as follows:

www.vvta.org/procurement, and requests made directly to the DBELO at ~~bids@vvta.org~~mchristian@vvta.org.

The State of California Unified Certification Directory may be found at https://californiaucp.dbesystem.com/

Section 26.33 Overconcentration

VVTA has not identified that overconcentration exists in the types of work that DBEs perform.

Section 26.35 Business Development Programs

VVTA has not established a business development program.

Section 26.37 Monitoring and Enforcement Mechanisms

VVTA will take the following monitoring and enforcement mechanisms to ensure compliance with 49 CFR Part 26.

1. VVTA will bring to the attention of the Department of Transportation any false, fraudulent, or dishonest conduct in connection with the DBE program, so that DOT can take the steps as provided for in Section 26.109 (e.g., referral to the Department of Justice for criminal prosecution, referral to the DOT Inspector General, action under suspension and debarment or Program Fraud and Civil Penalties rules).

2. VVTA will also consider similar action under its own legal authority, including responsibility determinations in future contracts.

3. VVTA will also provide monitoring and enforcement mechanisms to verify the work committed to DBEs at contract award is actually performed by the DBEs. This will be accomplished by contract compliance inspections by contracted Construction Managers, performing site visits and employee interviews with workers on the job sites for construction projects, and the DBELLO will perform inspections for any other contracts let out not affiliated with the Purchased Transportation contract at VVTA. The VVTA Contract Compliance officer will perform inspections for the Purchased Transportation project.

4. VVTA will keep a running tally of actual payments to DBE firms for work committed to them at the time of the contract award.

Section 26.39 Fostering Small Business Participation

1. Due to the decision made by the 9th Circuit Court of Appeals, VVTA's DBE Goal is Race-Neutral.
2. VVTA fosters Small Business Participation by utilizing the State of CA's Calprocure system: https://caleprocure.ca.gov/pages/PublicSearch/supplier-search.aspx?psNewWin=true
3. Solicitations are then sent directly or through publicpurchase.com to those businesses who are certified SB/DBVE.
4. As required by the State of California, VVTA must advertise solicitations in newspapers of general circulation. VVTA has established the process to include minority focused newspapers for those advertisements as a way to foster participation by DBEs and Small Businesses. The newspapers are El Chicano and San Bernardino American News.

SUBPART C – GOALS, GOOD FAITH EFFORTS, AND COUNTING

Section 26.43 Set-asides or Quotas

VVTA does not use any quotas in any way in the administration of this DBE program.

Section 26.45 Overall Goals

The purpose of an overall goal is to achieve a "level playing field" for ready, willing, and able DBEs seeking to participate in federally assisted contracts at VVTA. In an effort to establish this level playing field, VVTA has examined its programs and relevant local markets and has

determined the amount of participation that DBEs would be expected to achieve in the absence of present and past effects of discrimination. The Code of Federal Regulations (49 CFR part 26) requires recipients of DOT federal aid to use a two-step process in the development of their Overall DBE Goal.

Step One:

Determine the base figure for the Overall DBE Goal. VVTA first identified the upcoming Federally funded operational and capital projects and the total FTA funding amount is required to be at least $250,000. Revenue vehicle purchases were not considered. VVTA then identified subcontracting opportunities attributable to the upcoming Federally funded capital and operational projects and used the North American Industry Classification System (NAICS) Codes and the American Public Transportation Association (APTA) comparable. VVTA then decided on the San Bernardino County market range for each subcontracting opportunity.

VVTA next calculated the relative availability of certified DBE firms that are ready, willing, and able to work on DOT-assisted contracts. This figure is a measurement of the current percentage of ready, willing, and able certified firms and is based on demonstrable evidence of the Victor Valley, San Bernardino County, and nationwide labor market conditions. In determining this percentage, VVTA used three data sources immediately available to the agency, consisting of (1) the CUCP Database for Certified DBEs Directory https://californiaucp.dbesystem.com/ (2) The American Public Transportation Association (APTA) Database for transit related companies at https://www.apta.com and selecting Industry Information, then selecting COMPS (Catalog of Member Products & Services); and (3) the 2022 US Census Bureau County Business Patterns for all firms located at https://www.census.gov/programs-surveys/cbp.html

The percentage of available certified DBE firms was multiplied by each subcontracting opportunity cost to arrive at a Weighted Cost for each subcontracting opportunity total of all Weighted Costs was divided by the total FTA funding amount to arrive at the current Overall DBE Goal.

Step Two:

Adjust the Overall DBE Goal calculated in Step One to account for other evidence, such as prior years' actual percentages that were lower than the current year's calculations.

In accordance with Section 26.45, VVTA submits its overall DBE goal to DOT on August 1 every three years. Before establishing the overall goal for each period of time, VVTA will consult with the State of California CUCP Database, the area Chambers of Commerce, and other community organizations to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses and the effects of discrimination on opportunities for DBEs and will review VVTA's efforts to establish a level playing field for the participation of DBEs.

Following this consultation, VVTA will publish a notice of the proposed overall DBE goal, informing the public that the proposed goal and its rationale are available for inspection

during normal business hours at VVTA's principal office for 30 days following the date of the notice, and that VVTA will accept comments on the goal for 45 days from the date of the notice. This notice will be placed in local newspapers of general circulation, and on the VVTA website. VVTA will issue this notice by June 15 of the first year of the triennial period. The notice will include the address to which comments may be sent and the address (including offices and websites) where the proposal may be reviewed.

VVTA's overall DBE goal submission to DOT will include a summary of information and comments received during this public participation process and VVTA's responses. VVTA will begin using its overall DBE goal on October 1 of each triennial period, unless other instructions are received from DOT. If VVTA establishes a goal on a project basis, VVTA will being using the goal by the time of the first solicitation for a DOT-Assistant contract for the project.

Section 26.49 Transit Vehicle Manufacturers

VVTA will require each transit vehicle manufacturer, as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, to certify that it has complied with the requirements of this sections. VVTA ensures compliance by reviewing the FTA Transit Vehicle Manufacturer's List at https://www.transit.dot.gov/regulations-and-guidance/civil-rights-ada/eligible-transit-vehicle-manufacturers and documents the manufacturer's compliance.

VVTA also reports transit vehicle procurement awards using the Transit Vehicle Award Reporting Form located here: https://www.surveymonkey.com/r/vehicleawardreportsurvey. VVTA keeps a copy of the reported purchase in the procurement files as well.

Section 26.51 (a-c) Breakout of Estimated Race-Neutral & Race-Conscious Participation

VVTA does not record Race-Conscious participation due to the ruling by the 9th Circuit Appeals Court decision requiring agencies to establish the Race-Neutral Goal. The breakout of estimated race-neutral and race-conscious participation can be found in Attachment 4 to this program. This section of the program will be updated tri-annually when the goal calculation is updated.

Section 26.51 (d-g) Contract Goals

Because VVTA's DBE Goal is Race-Neutral, VVTA will not establish Contract Goals.

Section 26.53 Good Faith Efforts Procedures

Demonstration of good faith efforts (26.53(a) &(c))

Only in the event that VVTA is required to establish a Race-Conscious Goal, then the obligation of the bidder/offeror will be to make good faith efforts. The bidder/offeror can demonstrate that it has done so either by meeting the contract goal or documenting good faith efforts. Examples of good faith efforts are found in Appendix A to Part 26.

The DBE Liaison Officer is responsible for determining whether a bidder/offeror that has not met the contract goal has documented sufficient good faith efforts to be regarded as responsible. VVTA will ensure that all information is complete and accurate and adequately documents the bidder/offeror's good faith efforts before VVTA commits to the performance of the contract by the bidder/offeror.

Information to be submitted (26.53(b))

VVTA treats bidder/offerors' compliance with good faith efforts' requirements as a matter of responsiveness. Each solicitation for which a contract goal has been established will require the bidders/offerors to submit the following information:

1. The names and addresses of DBE firms that will participate in the contract.
2. A description of the work that each DBE will perform.
3. The dollar amount of the participation of each DBE firm participating.
4. Written and signed documentation of commitment to use a DBE subcontractor whose participation it submits to meet a contract goal.
5. Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractor's commitment; and
6. If the contract goal is not met, evidence of good faith efforts.

Administrative reconsideration (26.53 (d))

Within 30 days of being informed by VVTA that it is not responsible, because it has not documented sufficient good faith efforts, a bidder/offeror may request administrative reconsideration. The bidder/offeror should make this request in writing to the following reconsideration official:

Director of Operations
Victor Valley Transit Authority
17150 Smoke tree St.
Hesperia, California 92345
(760) 948-4021
info@vvta.org

The reconsideration official will not have played any role in the original determination that the bidder/offeror did not document sufficient good faith effort.

As part of this reconsideration, the bidder/offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The bidder/offeror will have the opportunity to meet in person with VVTA to discuss the issue of whether it met the goal or made adequate good faith efforts to do so. VVTA will send the bidder/offeror a written decision on reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. The decision resulting from this reconsideration process is not administratively appealable to the DOT.

Good Faith Efforts when a DBE is replaced on a contract (26.53(f))

VVTA will require a contractor to make good faith efforts to replace a DBE that is terminated or has otherwise failed to complete its work on a contract with another certified DBE, to the extent needed. VVTA will require the prime contractor to notify the DBE Liaison Officer immediately of the DBE's inability or unwillingness to perform and provide reasonable documentation.

In this situation, VVTA will require the prime contractor to obtain prior approval of the substitute DBE and to provide copies of new or amended subcontracts, or documentation of good faith efforts.

If the prime contractor fails or refuses to comply at the time specified, VVTA's Procurement Manager will issue an order stopping all or part of payment or work until satisfactory action has been taken. If the prime contractor still fails to comply, VVTA may initiate a termination for default proceeding.

Sample Bid Specification:

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of VVTA to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit bids/proposals. Award of this contract will be conditioned upon satisfying the requirements of this bid specification. These requirements apply to all bidders/offerors, including those who qualify as a DBE. Because VVTA's DBE Goal to a fully Race-Neutral Goal, there will not be a DBE contract goal for this contract. The bidder/Offeror shall make good faith efforts, as defined in Appendix A. 49 CFR Part 26 (Attachment 6), to meet DBE participation in the performance of this contract.

The bidder/Offeror will be required to submit the following information: (1) the names and addresses of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the dollar amount of the participation of each DBE firm participating; (4) Written documentation of the bidder/offeror's commitment to use a DBE subcontractor whose participation it submits; (5) Written confirmation from the DBE that it is participating in the contract as provided in the commitment made under (4); and (6), evidence of good faith efforts.

Counting DBE Participation (49 CFR Part 26.55)

VVTA will count DBE participation toward overall goals as provided in 49 CFR 26.55.

SUBPART D – CERTIFICATION STANDARDS

Section 26.61 – 26.73 Certification Process

VVTA will use the certification standards of subpart D of Part 26 to determine the eligibility of firms to participate as DBEs in DOT-assisted contracts. To be certified as a DBE, a firm must meet all certification eligibility standards.

For information about the certification process or to apply for certification, firms should contact:
https://dot.ca.gov/programs/civil-rights/dbe-certification-information

SUBPART E – CERTIFICATION PROCEDURES

Section 26.81 Unified Certification Programs

VVTA is a member of a Unified Certification Program (UCP) administered by the California Department of Transportation (CALTRANS). The UPC will meet all of the requirements of this section. The following is a description of the UCP:
The main objectives of the DBE Program are:

- To ensure that small DBE firms can compete fairly for federally funded transportation-related projects.
- To ensure that only eligible firms participate as a DBE firm.
- To assist DBE firms in competing outside of the DBE Program.

In order for small, disadvantaged firms, including those owned by minorities and women, to participate as a DBE in DOT-assisted contracts, they must apply for and receive certification as a DBE. For the state of California, DBE certification is performed by the certifying agencies of the California Unified Certification Program (CUCP).
For additional information about the DBE Program, please visit the U.S. D.O.T., Office of Small and Disadvantaged Business Utilization at https://www.transportation.gov/osdbu

Section 26.83 Procedures for Certification Decisions

Re-certifications 26.83(a) & (c)

If firms were certified under former part 23, VVTA will ask firm to contact the CUCP for instructions on re-certification.

"No Change" Affidavits and Notices of Change (26.83(j))

In the event a firm has a change in its ability to meet size, disadvantaged status, ownership or control criteria of 49 CFR Part 26 or any material changes in the information they provided, VVTA will ask the firm to contact the CUCP for instructions.

The CUCP will require all owners of all DBEs who have been certified to submit on their anniversary date of their certification, a "no change" affidavit meeting the requirements of 26.83(j).

Section 26.85 Interstate Certification

Only the CUCP has the authority to approve or deny Interstate Certifications

VVTA will search other UCP's to determine if proposed DBEs not registered in California are certified.

Section 26.87 Removal of a DBE's Eligibility

Only the CUCP has the authority to remove a DBE's certifications. For any questions, please refer to the CUCP website.

Section 26.89 Certification Appeals

Any firm or complainant may appeal to the CUCP's decision in a certification matter to DOT. Such appeals may be sent to:

U.S. Department of Transportation
Departmental Office of Civil Rights
External Civil Rights Programs Division (S-33)
1200 New Jersey Ave., S.E.
Washington DC 20590
Phone (202) 366-4754
TTY: (202) 366-9696
Fax: (202) 366-5575

SUBPART F – COMPLIANCE AND ENFORCEMENT

Section 26.109 Information, Confidentiality, Cooperation

VVTA will safeguard from disclosure to third parties' information that may reasonably be regarded as confidential business information, consistent with Federal, state, and local law. VVTA will adhere to California Public Records Act – Government Code 6250-6270.

Notwithstanding any contrary provisions of state or local law, VVTA will not release personal financial information submitted in response to the personal net worth requirement to a third party (other than DOT) without the written consent of the submitter.

Monitoring Payments to DBEs

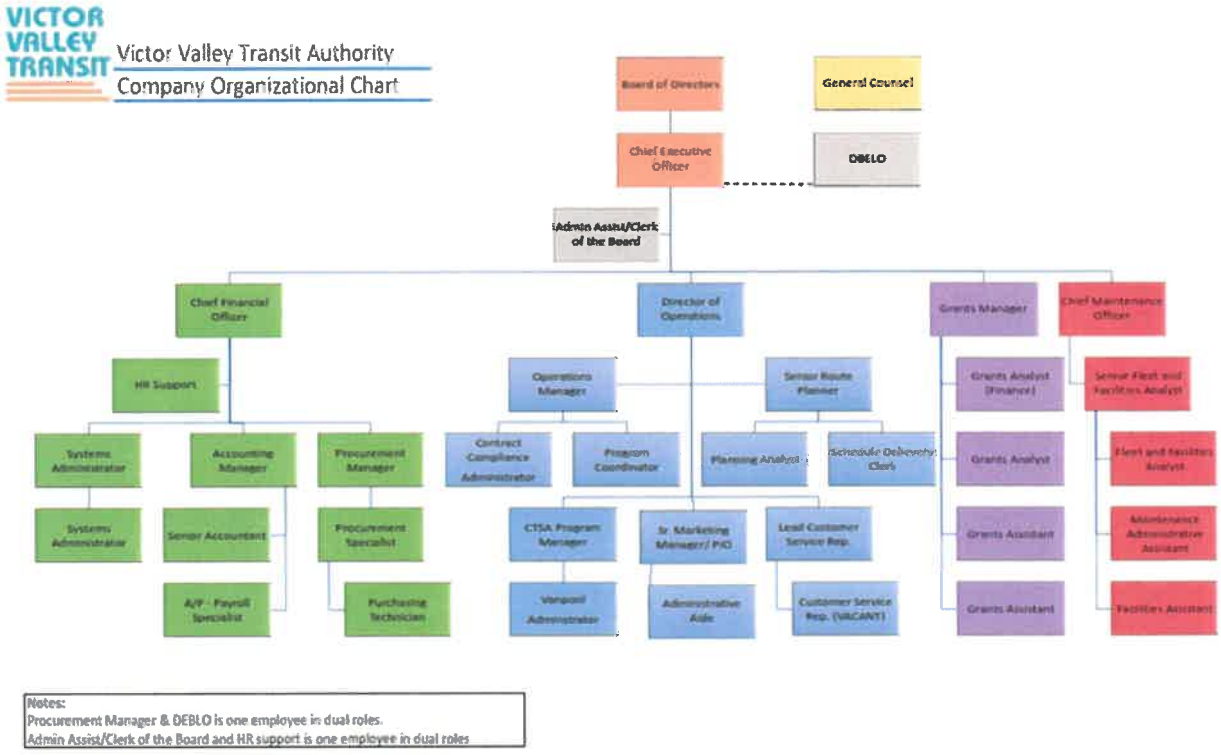
VVTA will require prime contractors to maintain records and documents of payments to DBEs for three years following the performance of the contract. These records will be made available for inspection upon request of any authorized representative of VVTA or DOT. This reporting requirement also extends to any certified DBE subcontractor.

VVTA will perform interim audits of contract payments to DBEs. The audit will review payments to DBE subcontractors to ensure that the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts stated in the schedule of DBE participation.

ATTACHMENTS

Attachment 1 Organizational Chart
Attachment 2 DBE Directory
Attachment 3 Monitoring and Enforcement Mechanisms
Attachment 4 Breakout of Estimated Race-Neutral Participation
Attachment 5 Form 1 & 2 for Demonstration of Good Faith Efforts
Attachment 6 Regulations: 49 CRF Part 26

ATTACHMENT 1
ORGANIZATION CHART



Notes:
Procurement Manager & DEBLO is one employee in dual roles.
Admin Assist/Clerk of the Board and HR support is one employee in dual roles

ATTACHMENT 2

DBE DIRECTORY

Firm Name	Firm Address	DBE or non-DBE	Race and Gender	NAICS code
Above and Beyond Staffing	321 Western Ave., Glendale, CA 91201	DBE – CERT 48601	Black American – Female	561320, 561720
CAPP's Uniforms	4201 Long Beach Blvd., Long Beach CA 90807	DBE – CERT 44655	Hispanic American – Male	425120
MZ Auto Glass	12235 Chosen St., El Monte, CA 91733	DBE – Cert 44641	Hispanic American - Male	811122
Oscar Mobile Body and Detail	4410 Tyler Ave., El Monte, CA 91731	DBE – Cert 49218	Hispanic American - Male	811121, 811192
ADAride.com	19300 S. Hamilton Ave., Suite 120, Gardena, CA 90248	DBE – Cert 51739	Asian-Pacific American Male	485991, E4110
Digi-Vue Advertising	1007 West Avenue M-14, Palmdale, CA 93551	DBE – Cert 44667	Hispanic American – Male	541430, 541810, 541830, 541840, 541850, 541860
Source Graphics	1530 North Harmony Circle, Anaheim, CA 92807	DBE – Cert 7399	Subcontinent Asian American – Male	423430, 423850, 518210, 541519
Safeway Sign Company	9875 Yucca Road, Adelanto, CA 92301	DBE – Cert 51872	Hispanic American – Male	238120, 238992, 339950, 423850, 423990, 561990
Reliable Monitoring Services, Inc.	2698 Junipero Ave., 105-107 Signal Hill, CA 90755	DBE – Cert 47663	Hispanic American – Male	236210, 238210, 541420, 811219

Transportation Management & Design	2701 Loker Ave West, Suite 110, Carlsbad, CA 92010	DBE – CERT 49228	Caucasian Female	541320, 541611, 541614

ATTACHMENT 3

MONITORING AND ENFORCEMENT MECHANISMS

VVTA has available a few remedies to enforce the DBE requirements contained in its contract, including, but not limited to the following:

1. Breach of contract action, pursuant to the terms of the contract.
2. Breach of contract action, pursuant to Civil Code Section 3300-3322.

In addition, the federal government has available several enforcement mechanisms that it may apply to firms participating in the DBE program, including, but not limited to, the following:

1. Suspension or debarment proceedings pursuant to 49 CFR part 26.
2. Enforcement action pursuant to 49 CFR part 31.
3. Prosecution pursuant to 18 USC 1001.

Additionally, VVTA has determined that future contracts will include liquidated damages when Prime Contractors do not pay their DBE subcontractors within the required 30-Day payment period.

ATTACHMENT 4

BREAKOUT OF ESTIMATED RACE-NEUTRAL & RACE-CONSCIOUS PARTICIPATION

In response to race-neutral policy directives issued by the USDOT, VVTA utilizes a strictly race-neutral means. In a strictly race-neutral program, VVTA may not set numeric contract goals on any of its USDOT-assisted contracts for which DBE subcontracting possibilities exist. The application of race-neutral measures is in direct response to the Ninth Circuit U.S. Court of Appeals decision in Western States Paving Co. v United States & Washington State Department of Transportation, whereby the FTA issued a Notice (Guidance) for Public Transportation Providers (Docket No. FTA-2006-24063).

Based on the Guidance, each recipient was requested to do the following:

- If a recipient does not currently have sufficient evidence of discrimination of its effects, then the recipient would submit an all-race-neutral Overall DBE Goal.
- The recipient's submission shall include a statement concerning the absence of adequate evidence of discrimination and its effects and a description of plans to either conduct a disparity/availability study or other appropriate evidence gathering process to determine the existence of discrimination or its effects on the recipient's marketplace.
- An action plan describing the study and timeline for its completion should also be included.

VVTA is required to perform the appropriate evidence gathering process to determine the existence of discrimination and its effects on its respective marketplace to effectively respond to the Court's ruling and the USDOT's directive (Docket No. FTA-2006-24063; Supplemental Notice dated August 21, 2006). Staff determined it is not feasible for VVTA, nor is it required, to conduct its own independent disparity study.

ATTACHMENT 5

FORM 1 & 2 FOR DEMONSTRATION OF GOOD FAITH EFFORTS

FORM 1: DISADVANTAGED BUSINESS ENTERPRISE (DBE) UTILIZATION

The undersigned bidder/Offeror has satisfied the requirements of the bid specification in the following manner (please check the appropriate space):

____ The bidder/offeror is committed to a minimum of _____ % DBE utilization on this contract.

____ The bidder/Offeror (if unable to meet the DBE goal of _____ %) is committed to a minimum of _____ % DBE utilization on this contract and submits documentation demonstrating good faith efforts.

Name of bidder/offeror's firm: _____

State Registration No.: _____

By: _____
(Signature)

Title: _____

FORM 2: LETTER OF INTENT

Name of bidder/offer's firm: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ email: _____

Description of work to be performed by DBE firm:

_____

_____

_____

_____

The bidder/Offeror is committed to utilizing the above-named DBE firm(s) for the work described above. The estimated dollar value of this work is $ _____.

Affirmation

The above-named DBE firm affirms that it will perform the portion of the contract for the estimated dollar value as stated above.

By: _____
(Signature)

Title: _____

If the bidder/offer does not receive award of the prime contract, any and all representations in this Letter of Intent and Affirmation shall be null and void.

(Submit this page for each DBE subcontractor)

ATTACHMENT 6

REGULATIONS: 49 CFR PART 26

A copy of 49 CFR Part 26 can be found at:

http://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=8184acbe3990c7bc4ae31bce1991da75&mc=true&r=PART&n=pt49.1.26

CORRESPONDENCE /PRESS CLIPS

THIS PAGE INTENTIONALLY LEFT BLANK

DAILY PRESS

NEWS

Victor Valley Transit Authority bus drivers honored as heroes

Rene Ray De La Cruz
Victorville Daily Press

June 25, 2025, 1:31 a.m. PT

Key Points

- Two Victor Valley Transit Authority bus drivers were honored for their actions involving a medical emergency and a missing juvenile.
- VVTA CEO Nancie Goff and Board Chair James Noble praised both drivers for their quick thinking, compassion, and commitment to public safety.

Two Victor Valley Transit Authority bus drivers are being honored for actions that the transportation agency said exemplify compassion, professionalism and a deep commitment to public safety.

Bus operators Damian Moody and Melody Stanley were recognized and received a proclamation, according to the Hesperia-based transit authority.

Moody was recognized after he responded to a potentially life-threatening situation on a bus, which involved an unresponsive young man, transit authority officials said.

Moody made repeated attempts to wake the passenger and promptly alerted his manager. He also contacted 911 and provided information to emergency dispatch. First responders arrived on scene and administered Narcan,

successfully reviving the young man, who was believed to be a teenager, agency officials stated.

The brand NARCAN, or naloxone, reverses opioid overdoses. It attaches to opioid receptors and reverses and blocks the effects of other opioids, according to the U.S. Department of Health and Human Services.

"Damian's composure, empathy, and quick thinking played a vital role in ensuring the young man received immediate medical attention," agency officials stated.

Stanley was cited for assisting the San Bernardino County Sheriff's Department in safely recovering a runaway youth.

Stanley, who operated bus Route 41, identified a reported missing youth on her bus and contacted dispatch.

Stanley followed instructions to remain at Providence St. Mary Medical Center in Apple Valley until deputies arrived to receive the missing juvenile.

Agency officials said Stanley's calm demeanor and swift action helped deputies intervene without incident.

"These two operators truly embody the heart of VVTA," CEO Nancie Goff said. "Their willingness to go above and beyond—whether responding to a medical emergency or assisting law enforcement—shows how vital our frontline team is to this community."

Victor Valley Transit Authority Board Chair James Noble echoed the sentiment by saying, "Damian and Melody are shining examples of how public transit professionals are more than just drivers—they're guardians of our riders. Their dedication and presence of mind under pressure make us proud to have them represent VVTA."

The proclamations were presented to the bus operators during a recent board meeting attended by agency leadership, board members, and colleagues who celebrated the duo's courage and compassion.