



**Regular Meeting of the Board of Directors**

**Tuesday, September 26, 2017**

**10:00 a.m.**

Antelope Valley Transit Authority Community Room  
42210 6<sup>th</sup> Street West, Lancaster, California  
[www.avta.com](http://www.avta.com)

**AGENDA**

For record keeping purposes, and if staff may need to contact you, we request that a speaker card, located at the Community Room entrance, be completed and deposited with the AVTA Clerk of the Board. This will then become public information. Please note that you do not have to complete this form or state your name to speak. A three-minute time limit will be imposed on all speakers other than staff members.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Clerk of the Board at (661) 729-2206 at least 72 hours prior to the scheduled Board of Directors meeting.

Translation services for Limited English Proficiency (LEP) persons are also available by contacting the Clerk of the Board at least 72 hours prior to the meeting.

**Please turn off, or set to vibrate, cell phones, pagers, and other electronic devices for the duration of this meeting.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Austin Bishop, Director Angela Underwood–Jacobs, Director Michelle Flanagan

**APPROVAL OF AGENDA**

**PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:**

If you would like to address the board on any agendized or non-agendized items, you may present your comments at this time. Please complete a speaker card (available as you enter the Community Room) and provide it to the Clerk of the Board. Speaking clearly, state and spell your name for the record. **State law generally prohibits the Board of Directors from taking action on or discussing non-agenda items; therefore, your matter will be referred to the Authority's Executive Director/CEO for follow-up.** Each speaker is limited to three (3) minutes.

**SPECIAL REPORTS, PRESENTATIONS, AND REQUESTS FOR DIRECTION (SRP):** During this portion of the meeting, staff will present information not normally covered under regular meeting items. This information may include, but is not limited to budget presentations, staff conference presentations, or information from outside sources that relates to the transit industry. **Staff will seek direction as is necessary from the Board with regard to the following item(s).**

SRP 1 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR AUGUST 2017 – HECTOR FUENTES, TRANSDEV

SRP 2 PRESENTATION OF FIRST OPERATOR OF AN ALL-ELECTRIC ARTICULATED BUS IN REVENUE SERVICE AWARD TO MARIA LOPEZ – LEN ENGEL

SRP 3 LEGISLATIVE REPORT FOR SEPTEMBER 2017 – JUDY FRY

**CONSENT CALENDAR (CC):** Items 1 through 2 are consent items that may be received and filed and/or approved by the board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF AUGUST 22, 2017 – KAREN DARR

*Recommended Action: Approve the Board of Directors Regular Meeting Minutes of August 22, 2017.*

CC 2 FINANCIAL REPORTS FOR JULY AND AUGUST 2017 – COLBY KONISEK

*Recommended Action: Receive and file the Fiscal Year-to-Date Budget versus Actual report dated July 31, 2017; the Interim Financial Statements for the month ended July 31, 2017; the Cash Flow Projection/Treasurer's report for the one month ended July 31, 2017; the Payroll History Report for the three months ended August 31, 2017; and the Cash Disbursements Report for the month ended August 31, 2017.*

**NEW BUSINESS (NB):**

NB 1 ADOPT HAZARD MITIGATION PLAN – LEN ENGEL

*Recommended Action: Adopt Hazard Mitigation Plan.*

NB 2 AWARD CONTRACT #2018-01 TO GREEN COMMUTER, FOR COMMUTER VANPOOL SERVICE PROVIDER WITH ZERO EMISSION FLEET – LYLE BLOCK

*Recommended Action: Authorize the Executive Director/CEO to negotiate favorable terms and conditions under contract #2018-01 for the Commuter Vanpool Service Provider with Zero Emission Fleet to Green Commuter, Los Angeles, CA, for a three-year term and an amount not to exceed \$400,000, including applicable sales tax.*

NB 3 AWARD MULTIPLE AGREEMENTS UNDER CONTRACT #2017-41 FOR ON-CALL A&E, MATERIAL TESTING AND PROJECT MANAGEMENT SERVICES – LYLE BLOCK

*Recommended Action: Authorize the Executive Director to execute two agreements under Contract #2017-41 for On-Call A&E, Material Testing and Project Management Services with the following firms: Huitt-Zollars, Inc., Thousand Oaks, CA and Duke Engineering, Inc., Lancaster, CA.*

NB 4 LEASE AGREEMENT BETWEEN THE ANTELOPE VALLEY TRANSIT AGENCY AND ACCESS SERVICES - NORM HICKLING

*Recommended Action: Authorize the Executive Director/CEO to execute a lease agreement with Access Services for a three-year term, with lease options for an additional two years, to furnish office space for their eligibility contractor to provide onsite eligibility screening of their Antelope Valley clients.*

**CLOSED SESSION (CS):**

**PRESENTATION BY LEGAL COUNSEL OF ITEM(S) TO BE DISCUSSED IN CLOSED SESSION:**

CS 1 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(a)  
Pending Litigation: Clark v. AVTA, LASC Case No. MC026036  
Pending Litigation: Sabina M. Andrade v. AVTA  
Pending Litigation: Marsh v. AVTA, USDC case No. 2:16-cv-0937-PSG

CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(2)  
Significant exposure to litigation (one potential case)

CS 3 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)  
Consideration of whether to initiate litigation (one potential case)

**RECESS TO CLOSED SESSION**

**RECONVENE TO PUBLIC SESSION**

**REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION**

**REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Report by the Executive Director/CEO

**MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

During this portion of the meeting, Board Members may address non-agenda items by briefly responding to statements made or questions posed by the public, asking a question for clarification, making a brief announcement, or making a brief report on their own activities. **State law generally prohibits the AVTA Board of Directors from taking action on or discussing items not on the agenda.** Matters will be referred to the Executive Director/CEO for follow-up.

**ADJOURNMENT:**

Adjourn to the Special Meeting of the Board of Directors on October 18, 2017 at 9:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

**The agenda was posted by 9:00 a.m. on September 23, 2017 at the entrance to the Antelope Valley Transit Authority, 42210 6<sup>th</sup> Street West, Lancaster, CA 93534.**

Copies of the staff reports and attachments or other written documentation relating to each proposed item of business on the agenda presented for discussion by the Board of Directors are on file in the Office of the Executive Director/CEO. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the AVTA to the Board of Directors less than 72 hours prior to that meeting are on file in the Office of the Executive Director/CEO. These documents are available for public inspection during regular business hours at the Customer Service window of the AVTA at 42210 6<sup>th</sup> Street West, Lancaster or by contacting the Clerk of the Board at (661) 729-2206.



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**Regular Meeting of the Board of Directors**

**Tuesday, August 22, 2017**

**10:00 a.m.**

Antelope Valley Transit Authority Community Room  
42210 6<sup>th</sup> Street West, Lancaster, California  
[www.avta.com](http://www.avta.com)

**UNOFFICIAL MINUTES**

**CALL TO ORDER:**

Chairman Crist called the meeting to order at 10:03 a.m.

**PLEDGE OF ALLEGIANCE:**

Director Hofbauer led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Austin Bishop, Director Angela Underwood–Jacobs, Director Michelle Flanagan

**APPROVAL OF AGENDA**

**Motion: Approve the agenda with the removal of SRP 1 – Presentation of Transdev Operator and Employee of the Month for July 2017.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

Vote Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Bishop, Underwood-Jacobs, Flanagan

Nays: None

Abstain: None

Absent: None

General Counsel David Palmer requested that an item be added to the agenda as Closed Session (CS) 3 – Consideration of whether to initiate litigation (one potential case). He noted that Government Code section 54954.2(b) allows the legislative body of a local agency to take action on items not on the posted agenda if, by a 2/3 vote, the legislative body determines: 1) there is a need to take immediate action; and 2) the need for action came to the attention of the local agency subsequent to the posting of the agenda.

**Motion: Move to consider/take action upon this closed session item pursuant to Government Code section 54954.2(b)(2) because: (1) there is a need to take immediate action on this item; and, (2) the need for action came to the attention of the AVTA subsequent to the posting of the agenda for this meeting:**

**Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)**

**Consideration of whether to initiate litigation (one potential case)**

Moved by Vice Chair Knippel, seconded by Director Flanagan

Vote Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Bishop, Underwood-Jacobs, Flanagan

Nays: None

Abstain: None

Absent: None

**PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:**

Charlotte Baxter provided her comments in an email – the buses are running up to 25 minutes late on the weekend, particularly the Route 1; some of the newer drivers have been very discourteous and unprofessional towards passengers; and operators rarely lower the “kneel” at the front of the bus to allow for easier boarding. She requested the Route 12 WB 7:00 p.m. run leaving Sgt. Steve Owen Memorial Park be reinstated because she gets off work at 6:30 on Sundays and cannot make the last connection from the Route 1.

Chairman Crist requested Executive Director/CEO Len Engel to address Ms. Baxter’s issues.

**SRP 2 LEGISLATIVE REPORT FOR AUGUST 2017**

Grants Administrator Judy Fry presented an update regarding the Bus and Bus Facilities grant project application and the upcoming Transit and Intercity Rail Capital Program guidelines. Mr. Engel added that for the Bus and Bus Facilities grant, staff will be able to show 100% local match through in-kind contributions based on land lease value and two 250kw chargers.

Ms. Fry stated that Assembly Bill (AB) 17: Reduced-Fare Transit Passes for Students and AB-1479: Civil liabilities for violations of the California Public Records Act were presented at the Senate Appropriations Committee hearing on August 21, 2017; however, both were placed in a suspense file.

Chairman Crist directed Mr. Engel to write a letter to our state legislators requesting they draft a bill stating the operators cannot go on strike without warning if there are students on the bus.

The members discussed the impact the recent strike had on students who ride the bus to school.

**SRP 3 FISCAL YEAR 2016/2017 (FY17) FOURTH QUARTER MAINTENANCE KEY PERFORMANCE INDICATORS (KPI) REPORT (APRIL 1 – JUNE 30, 2017)**

Director of Fleet and Facilities Mark Perry presented the maintenance KPI report. Mr. Engel noted the problems with the electric bus software upgrade have been addressed. The Board requested that the report reflect the number of BYD electric buses and discussed the quality of the concrete used at the entrance of the proposed bus-charging site at 40<sup>th</sup> St. E and Palmdale Blvd. The Board also requested staff to request that BYD purchase an electric bus simulator.

**Motion: Receive and file the FY17 Fourth Quarter Maintenance KPI Report for the period covering April 1 through June 30, 2017.**

Moved by Vice Chair Knippel, seconded by Flanagan

Vote Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Bishop Underwood-Jacobs, Flanagan

Nays: None

Abstain: None

Absent: None

**SRP 4 FY17 FOURTH QUARTER SYSTEM-WIDE KPI REPORT (APRIL 1 – JUNE 30, 2017)**

Chief Operating Officer Norm Hickling presented the system-wide KPI report. The Board discussed the discounted passes Metro is providing to Metrolink passengers. Mr. Hickling stated he and Mr. Engel are part of the group that will conduct a study of the Antelope Valley Metrolink line. Staff will be able to incorporate any appropriate information into future service changes and provide a recommendation to the Board. The study will likely not be completed until sometime in 2019.

**Motion: Receive and file the FY17 Fourth Quarter System-Wide KPI Report for the period covering April 1 through June 30, 2017.**

Moved by Vice Chair Knippel, seconded by Director Underwood-Jacobs

Vote Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Bishop Underwood-Jacobs, Flanagan

Nays: None

Abstain: None

Absent: None

#### **CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JULY 25, 2017**

Approve the Board of Directors Regular Meeting Minutes of July 25, 2017.

**CC 2 FINANCIAL REPORTS FOR JUNE AND JULY 2017**

Receive and file the financial reports for June and July 2017.

**CC 3 FY17 FOURTH QUARTER CAPITAL RESERVE REPORT (APRIL 1 – JUNE 30, 2017)**

Receive and file the FY17 Fourth Quarter Capital Reserve Report for the period covering April 1 through June 30, 2017.

**CC 4 GRANT STATUS REPORT THROUGH JULY 31, 2017**

Receive and file the Grant Status Report through July 31, 2017.

**Motion: Approve the Consent Calendar.**

Moved by Vice Chair Knippel, seconded by Director Bishop

Vote Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Bishop Underwood-Jacobs, Flanagan

Nays: None

Abstain: None

Absent: None

#### **NEW BUSINESS (NB):**

**NB 1 AROUND AV CONTRACT EXTENSION**

Director Bishop stated he needed to recuse himself from the discussion due to past and possible future business dealings with Around AV and left the dais.

Executive Director/CEO Len Engel presented the staff report. The Board discussed: 1) the fiscal impact of the contract extension; 2) signed



commitment from a national advertising firm; and 3) the feasibility of having this service performed by in-house personnel.

**Motion: Authorize the Executive Director/CEO to execute an amendment to Contract #2017-07 extending the contract four (4) years and providing for an additional percentage split of net revenues.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

Vote Motion carried (5-0-1-0)  
Yeas: Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan  
Nays: None  
Recused: Director Bishop  
Absent: None

Director Bishop returned to the dais at this time.

## **NB 2 ANAVERDE SERVICE OPTIONS**

Mr. Hickling presented the staff report. The Board discussed AVTA and jurisdictional staff coordinating efforts to ensure transit needs are addressed at the preliminary phase of developments and the number of Anaverde residents who use transit services and Dial-a-Ride.

Mr. Engel responded that staff reviewed subdivision transit needs when the Comprehensive Operational Analysis was performed in 2014. He stated AVTA staff could develop transit standards for the jurisdictions to use for future developments. The Board instructed staff to schedule a Strategic Planning Workshop to discuss transit needs.

**Motion: Receive and file the Anaverde Service Options.**

Moved by Director Bishop, seconded by Director Hofbauer

Vote Motion carried (6-0-0-0)  
Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Bishop Underwood-Jacobs, Flanagan  
Nays: None  
Abstain: None  
Absent: None

**CLOSED SESSION (CS):**

**PRESENTATION BY LEGAL COUNSEL OF ITEM(S) TO BE DISCUSSED IN CLOSED SESSION:**

General Counsel David Palmer stated that the Board will not be addressing items CS 1 and CS 2; however, the Board will address added item CS 3.

CS 1 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(a)  
Pending Litigation: Clark v. AVTA, LASC Case No. MC026036  
Pending Litigation: Sabina M. Andrade v. AVTA  
Pending Litigation: Marsh v. AVTA USDC case No. 2:16-cv-0937-PSG

CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(2)  
Significant exposure to litigation (one potential case)

**Added item**

CS 3 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)  
Consideration of whether to initiate litigation (one potential case)

**RECESS TO CLOSED SESSION:**

The Board recessed to Closed Session at 10:46 a.m.

**RECONVENE TO PUBLIC SESSION**

The Board reconvened to Public Session at 11:31 a.m.

**REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION**

Alternate General Counsel David Palmer stated the Board discussed CS 3; there was no reportable action.

**REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Report by the Executive Director/CEO Len Engel

- He will be out of the office the week of August 28.

**MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

Director Hofbauer stated that long time City of Palmdale employee Kelly Long lost her battle with cancer and passed away August 21, 2017. He requested the meeting be adjourned in her memory.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 11:43 a.m. in memory of City of Palmdale Public Safety Supervisor Kelly Long.

The next Regular Meeting of the Board of Directors will be held on September 26, 2017 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 26<sup>th</sup> day of SEPTEMBER 2017

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Marvin Crist, Chairman

ATTEST:

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Karen S. Darr, Clerk of the Board

Audio recordings of the Board of Directors Meetings are maintained in accordance with state law and AVTA's Records Retention Policy. Please contact the Clerk of the Board at 661/729-2206 to arrange to review a recording.



**DATE:** September 26, 2017  
**TO:** BOARD OF DIRECTORS  
**SUBJECT:** Financial Reports for July and August 2017

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## **RECOMMENDATION**

Fiscal Year-to-Date Budget versus Actual report dated July 31, 2017 (Attachment A); Interim, unaudited Financial Statements for the one month ended July 31, 2017 (Attachment B); Treasurer's Report for the month ended July 31, 2017 (Attachment C); Payroll History Report for the three months ended August 31, 2017 (Attachment D); Cash Disbursements Report for the month ended August 31, 2017 (Attachment E).

## **FISCAL IMPACT**

The Financial Statements for the 1 month ended July 31, 2017 are unaudited and subject to change.

**Payroll:** The August payroll of \$ 199,609 is lower than the trailing 6 month average for payroll expense by \$19,670 or 9.7%.

**Cash Disbursements:** \$1,961,484.

Interim, unaudited Financial Statements: Change in Net Position: (\$623,774), which includes YTD depreciation expense of \$333,894.

## **BACKGROUND**

To comply with the provisions required by Sections 37202, 37208 and 6505.5 of the Government Code, the Chief Financial Officer prepares the Budget versus Actual report, Interim Financial Statements, Treasurer's Report, Payroll History Report, and the Cash Disbursements Report, and submits them to the Executive Director/CEO and Treasurer who certifies the availability of funds for all the reports presented herein. These reports are hereby submitted to the Board of Directors for ratification.

AVTA's gross payroll for employees for the month of August 2017, exclusive of benefits, payroll taxes and service charges, is shown below.

<b>Payroll Period</b>	<b>Amount</b>	<b>Journal #</b>
08/05/17	\$99,781.75	PYPKT00984
08/19/17	99,659.78	PYPKT00987
08/19/17	167.40	PYPKT00988
<b>Gross Pay, August 2017</b>	<b>\$199,608.93</b>	

The Register of Demands authorized the issuance of warrants in the following amount:

<b>Register Date</b>	<b>Amount</b>
08/01/17–08/31/17	\$1,961,484

Large items include:

Transdev, Inc. (July, 2017)	\$1,208,488
Pinnacle Petroleum (fuel – July/August 2017)	191,039
IntelliRide (Dial-A-Ride services for June, 2017)	110,929
Arrow Engineering Services - change orders (depot charging system)	30,866
Taft Electric Company (depot charging infrastructure)	106,057
Insight – Public Sector (Data Storage Contract 2018-2014)	59,707
Fleet-Net Corporation – Fleet/inventory management software	42,990
California Choice (group health insurance – September 2017)	30,922
Total of large item selection	\$1,780,998

These items comprise 90.7% of total expenditures for the month.

### **Operating Cash**

Major cash components as of July, 2017:

Cash per general ledger	\$18,209,013
Less restricted funds	(13,973,672)
Projected net cash inflows/(outflows)	1,172,462
Projected cash available for operations	\$5,407,803

The projected cash available will cover 3 months of operating expenses based on the Authority's average monthly operating cash requirements of \$1.8 million.

## **BUDGET TO ACTUAL SUMMARY NARRATIVE**

Attachment A – Budget to Actual Report shows the unaudited interim results for the one month ended July 31, 2017.

Operating income/(loss) (net of depreciation) was unfavorable to budget by \$666K.

Revenues were unfavorable to budget by (\$982K).

Timing differences: Fare revenue below budget; timing differences for FTA and Jurisdictional Contributions will catch up as the year progresses.

Expenses were favorable to budget by \$316K.

Contract services, fuel, and general and administrative expenses were less than budget. Timing differences: IT maintenance & software, wages & benefits were less than budget due to the reversal of FY17 year-end accruals.

**I, Len Engel, Executive Director and CEO of AVTA, declare that the attached reports are accurate and correct.**

Prepared by:

Submitted by:

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Colby Konisek  
Chief Financial Officer

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Len Engel  
Executive Director/CEO

Attachments:

- A – Budget versus Actual Report as of YTD July 31, 2017
- B – Interim Financial Statements for the one month ended July 31, 2017
- C – Treasurer's Report and Cash Flow Projection for the month of July 31, 2017
- D – Payroll History Report for the three months ended August 31, 2017
- E – Cash Disbursements Report for the month ended August 31, 2017

**ANTELOPE VALLEY TRANSIT AUTHORITY**  
**BUDGET VS. ACTUALS - OPERATING INCOME STATEMENT**  
For the 1 month ended July 31, 2017

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
<b>REVENUE</b>			
FARE REVENUE	458,333	342,795	(115,539)
MTA FUNDS	727,163	906,911	179,749
FTA FUNDS	547,917	30,574	(517,343)
JURISDICTIONAL CONTRIBUTIONS	787,423	262,141	(525,282)
OTHER REVENUE	10,183	6,835	(3,348)
<b>TOTAL REVENUE</b>	<b>2,531,019</b>	<b>1,549,256</b>	<b>(981,763)</b>
<b>EXPENSES</b>			
CONTRACT SERVICES	1,340,875	1,305,647	35,227
FUEL & ELECTRICITY FOR OPERATIONS	191,460	184,336	7,124
OTHER OPERATING EXPENSES	27,642	18,608	9,034
WAGES	215,001	155,415	59,586
BENEFITS	82,347	68,019	14,328
LEGAL	18,713	8,500	10,213
CONSULTING	9,086	12,940	(3,854)
ADVOCACY	22,505	23,492	(987)
TRAVEL	2,502	5,322	(2,819)
IT MAINTENANCE & LICENSES	131,138	18,980	112,158
UTILITIES	14,909	11,958	2,950
GENERAL & ADMINISTRATION EPXENSES	127,958	54,862	73,096
<b>TOTAL EXPENSES</b>	<b>2,184,136</b>	<b>1,868,079</b>	<b>316,056</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>346,883</b>	<b>(318,824)</b>	<b>(665,707)</b>

**ANTELOPE VALLEY TRANSIT AUTHORITY**  
**EXPENDITURES BY DEPARTMENT**  
For the 1 month ended July 31, 2017

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
<b>TOTAL REVENUE</b>	<b>2,531,019</b>	<b>1,549,256</b>	<b>(981,763)</b>
<b>EXPENDITURES BY DEPARTMENT</b>			
EXECUTIVE SERVICES	207,174	137,002	70,172
OPERATIONS & MAINTENANCE	1,780,201	1,602,503	177,698
FINANCE	101,738	86,564	15,174
CUSTOMER SERVICE	92,026	42,010	50,016
ALLOCATIONS	2,997	0	2,997
<b>TOTAL EXPENSES</b>	<b>2,184,136</b>	<b>1,868,079</b>	<b>316,056</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>346,883</b>	<b>(318,824)</b>	<b>(665,707)</b>



**ANTELOPE VALLEY TRANSIT AUTHORITY**  
**VARIANCES BY DEPARTMENT**  
For the 1 month ended July 31, 2017

DEPARTMENT	T/P	COMMENTS (\$000's)
<b>REVENUE</b>	P	Fare Revenue (\$116)
	T	Operating Contributions (\$525)
	T	MTA Revenues \$180
	T	5307 Funds (PM & Operating Support) (\$517)
<b>EXECUTIVE SERVICES</b>	T	Wages & Benefits \$26
	T	Marketing \$8
	T	Legal \$10
	T	Memberships \$22
	T	Consulting (\$4)
	T	Advocacy (\$1)
	T	Travel, Training & Meetings (\$3)
<b>OPERATIONS &amp; MAINTENANCE</b>	T	Wages & Benefits \$11
	T	Contract Services (Transdev/IntelliRide) \$35
	T	Fossil Fuel for Fleet Operations \$19
	T	Electricity for Fleet Operations (\$14)
	T	I.T. Categories (incl Software Licensing) \$112
	T	Utilities \$3
	T	Grantable PM & Operating Support\$11
<b>FINANCE</b>	T	Wages & Benefits \$13
<b>CUSTOMER SERVICE</b>	T	Wages & Benefits \$20
<b>ALLOCATIONS (NET OF DEPRECIATION)</b>	T	Employer Benefits & GASB Adjustments \$3

P = Permanent difference  
T = Timing difference



## STATEMENT OF NET POSITION

	As of July 31, 2017 <i>Unaudited</i>	As of July 31, 2016 <i>Unaudited</i>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$ 18,209,013	\$ 18,555,879
Due from other governments	3,625,521	7,838,055
Other receivables	344,237	348,037
Inventory	282,354	229,528
Prepaid items	405,775	725,538
Total Current Assets	22,866,899	27,697,037
<b>NONCURRENT ASSETS</b>		
Capital assets, net of depreciation	54,481,799	49,342,476
Total Assets	77,348,698	77,039,513
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Pension plan contributions	626,044	-
<b>LIABILITIES AND NET POSITION</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable	1,844,045	1,651,311
Accrued payroll and related	0	40
Compensated absences	362,841	404,747
Deferred Revenue - Prop 1B	2,395,496	1,099,676
Other Liabilities	336,378	181,395
Total Current Liabilities	4,938,761	3,337,169
<b>NONCURRENT LIABILITIES</b>		
Net pension plan liability	629,016	639,229
Total Liabilities	5,567,777	3,976,398
<b>Deferred inflows of resources</b>		
Net pension plan assumption differences	296,364	318,465
Unearned Revenue	224,358	222,859
Total deferred inflows of resources	520,722	541,324
<b>NET POSITION</b>		
Invested in Capital Assets	54,481,799	49,342,476
Restricted for Capital Acquisition	5,862,984	5,379,153
Unrestricted	11,541,460	17,800,162
Total Net Assets	\$ 71,886,243	\$ 72,521,792



**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**GOVERNMENT AUDITING STANDARDS PRESENTATION**  
**(INCLUDING DEPRECIATION EXPENSE)**

	For the 1 Month ending July 31, 2017 <i>Unaudited</i>	For the 1 Month ending July 31, 2016 <i>Unaudited</i>
<b>OPERATING REVENUES</b>		
Charges for services:		
Passenger fares	\$ 342,795	\$ 322,511
Total operating revenues	<u>342,795</u>	<u>322,511</u>
<b>OPERATING EXPENSES</b>		
Purchased transportation services:		
Outside transit contract	1,305,647	1,217,164
Fuel	184,336	150,129
Other operating costs	60,605	127,566
General and administrative	317,491	374,975
Total operating expenses, net of depreciation	<u>1,868,079</u>	<u>1,869,833</u>
Operating gain/(loss), net of depreciation	(1,525,285)	(1,547,322)
Depreciation	333,894	318,838
Total operating expenses	<u>2,201,973</u>	<u>2,188,671</u>
Operating gain/(loss)	<u>(1,859,178)</u>	<u>(1,866,160)</u>
<b>NONOPERATING REVENUES/(EXPENSES)</b>		
Interest Income	110	79
Local grants - MTA	906,911	718,471
Proposition 1B	-	-
Federal non-capital grants	30,574	41,000
Member agency contributions	262,141	279,376
Grantable expenses	(34,496)	(62,112)
Gain/(Loss) on sale of capital assets	-	-
Other	6,725	15,776
Total nonoperating revenues and expenses	<u>1,171,966</u>	<u>992,591</u>
Gain/(Loss) before capital contributions	<u>(687,213)</u>	<u>(873,569)</u>
<b>CAPITAL CONTRIBUTIONS</b>		
Capital grants	15,560	-
Member agency contributions	47,879	47,880
Total capital contributions	<u>63,439</u>	<u>47,880</u>
<b>CHANGE IN NET POSITION</b>	(623,774)	(825,688)
<b>NET POSITON, BEGINNING OF PERIOD</b>	<u>72,510,019</u>	<u>73,347,480</u>
<b>NET POSITION, END OF PERIOD</b>	<u>\$ 71,886,243</u>	<u>\$ 72,521,792</u>

**STATEMENT OF CASH FLOWS**

	For the 1 Month ending July 31, 2017 <i>Unaudited</i>	For the 1 Month ending July 31, 2016 <i>Unaudited</i>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash received from customers	342,795	322,511
Non-operating miscellaneous revenue received	6,725	15,776
Cash payments to suppliers for goods and services	(1,942,018)	(1,417,710)
Cash payments to employees for services	(266,096)	17,959
Net cash used in operating activities	<u>(1,858,594)</u>	<u>(1,061,463)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>		
Operating grants received	173,188	1,128,314
Contributions received from member agencies	127,775	126,164
Net cash provided by non-capital financing activities	<u>300,963</u>	<u>1,254,479</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>		
Acquisition of capital assets	-	(385,042)
Proceeds received from sale of capital assets	-	-
Capital grants received	15,560	413,043
Capital expenses	(34,496)	(62,112)
Capital contributions received from member agencies	47,879	47,880
Net cash used in capital and related financing activities	<u>28,944</u>	<u>13,769</u>
<b>CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:</b>		
Interest received	110	79
Net cash provided by investing activities:	<u>110</u>	<u>79</u>
Net increase/(decrease) in cash and cash equivalents	(1,528,577)	206,864
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<u>19,737,590</u>	<u>18,349,015</u>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<u><u>18,209,013</u></u>	<u><u>18,555,879</u></u>



## STATEMENT OF CASH FLOWS

	For the 1 Month ending July 31, 2017	For the 1 Month ending July 31, 2016
	<i>Unaudited</i>	<i>Unaudited</i>
<b>Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):</b>		
Operating Loss	(1,859,178)	(1,866,160)
<b>Adjustments to Net Cash used in Operating Activities</b>		
Depreciation	333,894	318,838
Miscellaneous income	6,725	15,776
(Increase) decrease in other receivables	261,131	(1,327)
(Increase) decrease in inventory	-	-
(Increase) decrease in prepaid items	(3,071)	(255,900)
(Increase) decrease in deferred outflows of resources	-	-
Increase (decrease) in accounts payable	(774,691)	223,260
Increase (decrease) in due to Federal Transit Administration	-	-
Increase (decrease) in accrued payroll	(42,662)	(38,475)
Increase (decrease) in compensated absences payable	-	-
Increase (decrease) in other liabilities	1,400	1,200
Increase (decrease) in deferred revenue/(Prop 1B)	-	-
Increase (decrease) in net pension liability	-	318,465
Increase (decrease) in deferred inflows of resources	217,858	222,859
	<u>217,858</u>	<u>222,859</u>
Net Cash used in operating activities	<u>(1,858,594)</u>	<u>(1,061,463)</u>

### Notes

- 1 This set of basic financial statements is prepared on an interim basis and is unaudited.
- 2 Please see the Cash Flow Projection Report for additional highlights on cash & equivalents, payroll and expenditures.

**ANTELOPE VALLEY TRANSIT AUTHORITY**  
**Treasurer's Report and Cash Flow Projection**  
**For the Month Ended July 31, 2017**

Investment Type	Description	Beginning Balance	Deposits	Disbursements	Interest	Ending Balance
<b>Cash and Investments Under the Direction of the Treasurer</b>						
Local Agency Investment Fund (LAIF) - Capital Reserve (Interest earned quarterly)		\$6,364,809	\$0	\$0	\$0	\$6,364,809
Proposition 1B Restricted Fund* (Interest earned for the month)		2,402,991	0	0	103	2,403,094
Union Bank - LCTOP		159,519	0	0	7	159,526
* Deferred revenue, recorded as liability until associated expense incurred.						
<b>TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS</b>						<b>\$8,927,430</b>
Wells Fargo - Staging		295	0	0	0	295
Wells Fargo - Operating Reserves - CD's		1,747,863	0	0	0	1,747,863
Wells Fargo - Money Market Fund		1,048,084	0	0	0	1,048,084
<b>TOTAL OPERATING RESERVE &amp; INVESTMENTS</b>						<b>2,796,242</b>
General, Payroll & Payable Accounts		8,003,511				
Operating Accounts Analysis						
	Cash Fares & Related Inflows		463,972			
	Metro (FAP)		320,227			
	Jurisdictional Contributions		393,512			
	Other Revenue Sources		6,500			
	Accounts Payable			2,480,831		
	Payroll Expenses			221,751		
	Bank Fees			660		
	<b>Net Operating Funds</b>	<b>8,003,511</b>	<b>1,184,211</b>	<b>2,703,241</b>	<b>110</b>	<b>6,484,591</b>
	<b>Petty Cash Balance</b>					<b>750</b>
<b>TOTAL CASH AND INVESTMENTS</b>						<b>\$ 18,209,013</b>

I hereby certify that the investment portfolio of AVTA complies with its investment policy and the California Government Code Sections pertaining to the investment of local agency funds, Union Bank and Wells Fargo Bank. Pending any future actions by the AVTA Board or any and unforeseen occurrences, AVTA has cash flow adequate to meet its expenditure requirements for the next three months.

Prepared by:

Submitted by:

\_\_\_\_\_  
James Mannie  
Finance Supervisor

\_\_\_\_\_  
Colby Konisek  
Chief Financial Officer

**ANTELOPE VALLEY TRANSIT AUTHORITY**  
**Treasurer's Report and Cash Flow Projection**  
**For the Month Ended July 31, 2017**

Descriptions	\$ Subtotal	\$ Total
Balance from the Report		\$ 18,209,013
<b>Less Restricted Funds</b>		
Capital Reserve (LAIF)		(6,364,809)
Proposition 1B/LCTOP (Deferred Revenue)		(2,562,620)
Operating Reserve (Wells Fargo)		(1,748,158)
Investments (Wells Fargo)		(1,048,084)
Reserve for BYD Bus Deliveries		(2,000,000)
Restricted for Operations		(250,000)
<b>RESTRICTED CASH</b>		<b>(13,973,672)</b>
<b>UNRESTRICTED CASH</b>		<b>\$ 4,235,341</b>

**NET RECEIVABLE AND PAYABLE FOR THE MONTH ENDED MAY 31, 2017**

**Add Accounts receivable:**

FTA Funds	\$ -	
MTA Revenue	1,377,551	
MTA Pass Sales	61,274	
Jurisdiction Contributions	153,212	
Vendor Pass Sales/Transporter	61,274	
Other	193,490	<b>1,846,800</b>

**Less Payables & Payroll:**

Accounts Payable & Accrued Invoices	(452,588)	
Payroll & Related	(221,751)	<b>(674,338)</b>

**NET INFLOW/(OUT FLOW) OF CASH --- A/R, A/P** **1,172,462**

**PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS:** **\$ 5,407,802**

**OPERATING CASH REQUIRED MONTHLY - AVERAGE** **\$ 1,800,000**

**Operating Cash Coverage per Monthly Average:** **3.0**

**ANTELOPE VALLEY TRANSIT AUTHORITY  
PAYROLL HISTORY REPORT  
JUNE - AUGUST 2017**

	June Total	July Total	August Total
Number of Pay <u>Periods</u> :	2	2	2
<b><u>EARNINGS</u></b>			
Regular Pay	\$ 166,268.34	161,206.78	172,904.36
Overtime Pay	369.91	2,156.27	1,212.50
Vacation Pay	7,173.98	13,098.11	10,950.78
Double Time Pay	-	-	-
Sick Pay	6,361.10	7,527.85	9,330.34
Final Pay		-	-
Bereavement Pay		-	1,016.40
Holiday Pay	11,002.35	10,794.95	-
Bonus Pay	-	-	-
Floating Holiday Pay	-	174.97	93.96
Retroactive Pay	604.00	95.98	110.1
<b>TOTAL, ALL PAY CATEGORIES</b>	<b>\$ 191,779.68</b>	<b>\$ 195,054.91</b>	<b>\$ 195,618.44</b>
Vacation Cash Out	4,005.70	2,047.30	1,442.80
Floater Cash Out	1,201.35	-	1,073.01
Deferred Income 457	454.84	909.68	909.68
Stipend --- Cell phone reimbursements	507.50	630.00	565.00
<b>TOTAL PAYROLL</b>	<b>\$ 197,949.07</b>	<b>\$ 198,641.89</b>	<b>\$ 199,608.93</b>
<b>Inc(Dec)-Curr month over prev month</b>		<b>\$ 692.82</b>	<b>\$ 967.04</b>
<b>% Inc(Dec)-Curr month over prev month</b>		<b>0.3%</b>	<b>0.5%</b>





Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2017 - 08/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V1237 - AC Overhead Garage Door Co., Inc.</b>				
22647	08/23/2017	Troubleshoot damaged overhead door	100-2FF-5-G1-9401038	2,500.00
<b>Vendor V1237 - AC Overhead Garage Door Co., Inc. Total:</b>				<b>2,500.00</b>
<b>Vendor: V1254 - AICPA (Payment-Dues)</b>				
22643	08/21/2017	J Mannie, Membership (Member#00462)	100-1EX-5-G1-9501006	265.00
<b>Vendor V1254 - AICPA (Payment-Dues) Total:</b>				<b>265.00</b>
<b>Vendor: V0753 - American Heritage Life Ins.</b>				
22613	08/16/2017	Employee Paid Extended Benefits	100-000-2-B1-4011019	641.08
<b>Vendor V0753 - American Heritage Life Ins. Total:</b>				<b>641.08</b>
<b>Vendor: V1048 - Animal House Advertising Fund</b>				
22645	08/21/2017	AV Animal House Buyers Association	100-5CS-5-G1-9501039	150.00
<b>Vendor V1048 - Animal House Advertising Fund Total:</b>				<b>150.00</b>
<b>Vendor: V0968 - Antelope Valley College Foundation</b>				
22595	08/07/2017	BYD-AVTA Endowment-Advanced Zero Emission-Year 2/5	100-5CS-5-G1-9501038	5,000.00
<b>Vendor V0968 - Antelope Valley College Foundation Total:</b>				<b>5,000.00</b>
<b>Vendor: V0656 - Antelope Valley Fair</b>				
22646	08/21/2017	AV Animal House Buyers Association	100-5CS-5-G1-9501039	1,500.00
<b>Vendor V0656 - Antelope Valley Fair Total:</b>				<b>1,500.00</b>
<b>Vendor: V0135 - Aramark Uniform Services</b>				
22572	08/02/2017	uniform service	100-2FF-5-G1-9401038	188.97
22614	08/16/2017	uniform service	100-2FF-5-G1-9401038	188.97
22614	08/16/2017	uniform service	100-2FF-5-G1-9401038	191.25
22648	08/23/2017	uniform services	100-2FF-5-G1-9401038	186.06
<b>Vendor V0135 - Aramark Uniform Services Total:</b>				<b>755.25</b>
<b>Vendor: V0518 - Arrow Engineering Services-AESI</b>				
22615	08/16/2017	CHANGE ORDER 3 (DEPOT CHARGING ENGINEERING)	600-1XX-5-J1-9909085	427.50
22573	08/02/2017	Task Order 4 Change Order 2-CALTRANS	100-000-2-B1-4051003	10,920.91
22573	08/02/2017	Task Order 4 Change Order 2	600-1XX-5-J1-9909059	12,693.96
22615	08/16/2017	CHANGE ORDER 3 (DEPOT CHARGING ENGINEERING)	600-1XX-5-J1-9909085	350.00
22615	08/16/2017	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	1,560.00
22649	08/23/2017	depot charging CO 4	600-1XX-5-J1-9909085	1,722.00
22649	08/23/2017	depot charging CO 4	600-1XX-5-J1-9909085	360.00
22649	08/23/2017	depot charging CO 4	600-1XX-5-J1-9909085	2,832.00
<b>Vendor V0518 - Arrow Engineering Services-AESI Total:</b>				<b>30,866.37</b>
<b>Vendor: V0441 - At&amp;T Calnet</b>				
22574	08/02/2017	Telephone charges, 06/20/17-07/19/17	100-2FF-5-G1-9401025	728.36
22672	08/31/2017	Telephone charges, as of 8/20/2017	100-2FF-5-G1-9401025	767.74
<b>Vendor V0441 - At&amp;T Calnet Total:</b>				<b>1,496.10</b>
<b>Vendor: V0244 - AT&amp;T Mobility</b>				
22650	08/23/2017	Fleet wifi, 07/7/17-8/6/17	100-2FF-5-G1-9201011	197.95
22650	08/23/2017	Mobile charges, 07/7/17-8/6/17	100-2FF-5-G1-9401025	218.58
<b>Vendor V0244 - AT&amp;T Mobility Total:</b>				<b>416.53</b>
<b>Vendor: V0013 - AV Press</b>				
22596	08/07/2017	Classified Legal Advertisement	100-3FS-5-G1-9501002	890.56
<b>Vendor V0013 - AV Press Total:</b>				<b>890.56</b>
<b>Vendor: V0370 - Bank Supplies</b>				
22616	08/16/2017	8 bundle tamper evident bag	100-3FS-5-G1-9501009	76.38
<b>Vendor V0370 - Bank Supplies Total:</b>				<b>76.38</b>
<b>Vendor: V0239 - BOHN'S Printing</b>				
22617	08/16/2017	Dial-A-Ride Brochures	100-1EX-5-G1-9501018	1,813.55
22651	08/23/2017	Short run - TRANSporter Brochures	100-1EX-5-G1-9501018	120.18
22651	08/23/2017	TRANSporter Brochures	100-1EX-5-G1-9501018	858.70
22651	08/23/2017	4x8 Banners	100-1EX-5-G1-9501018	464.31
22651	08/23/2017	temporary stop signs	100-1EX-5-G1-9501018	198.84
<b>Vendor V0239 - BOHN'S Printing Total:</b>				<b>3,455.58</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2017 - 08/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0149 - Brinks Incorporated</b>				
22618	08/16/2017	Transportation Service-August 2017-Supplemental	100-3FS-5-G1-9501024	59.41
22618	08/16/2017	Transportation Service-August 2017	100-3FS-5-G1-9501024	550.29
<b>Vendor V0149 - Brinks Incorporated Total:</b>				<b>609.70</b>
<b>Vendor: V1139 - California Choice</b>				
22597	08/07/2017	Group Health Insurance (EE)- Sept 2017	100-000-2-B1-4011013	5,593.35
22597	08/07/2017	Group Health Insurance (ER)- Sept 2017	100-1ZZ-5-G1-9701612	25,328.29
<b>Vendor V1139 - California Choice Total:</b>				<b>30,921.64</b>
<b>Vendor: V1059 - Calstart</b>				
22619	08/16/2017	Membership, 11/1/17-10/31/18	100-1EX-5-G1-9501006	1,950.00
<b>Vendor V1059 - Calstart Total:</b>				<b>1,950.00</b>
<b>Vendor: V0723 - Canon Solutions America</b>				
22575	08/02/2017	Monthly Maintenance charges for Canon copiers.	100-2FF-5-G1-9401009	293.14
22673	08/31/2017	Monthly Maintenance charges for Canon copiers.	100-2FF-5-G1-9401009	321.61
<b>Vendor V0723 - Canon Solutions America Total:</b>				<b>614.75</b>
<b>Vendor: V1177 - Carbonite, Inc.</b>				
22576	08/02/2017	Carbonite Evault Backup Monthly Fees for CY 2017	100-2FF-5-G1-9401012	3,605.88
22652	08/23/2017	Carbonite Evault Backup-August 2017	100-2FF-5-G1-9401012	4,152.64
<b>Vendor V1177 - Carbonite, Inc. Total:</b>				<b>7,758.52</b>
<b>Vendor: V0416 - Carquest of Lancaster #7305</b>				
22653	08/23/2017	Oil, synthetic, 5W20	100-2FF-5-G1-9401038	27.30
22653	08/23/2017	Oil, synthetic, 5W20	100-2FF-5-G1-9401038	66.42
22653	08/23/2017	battery for forklift	100-2FF-5-G1-9401038	133.27
22653	08/23/2017	rear pads	100-2FF-5-G1-9401038	72.09
22653	08/23/2017	front pads	100-2FF-5-G1-9401038	65.54
<b>Vendor V0416 - Carquest of Lancaster #7305 Total:</b>				<b>364.62</b>
<b>Vendor: V0383 - Consolidated Electrical Distr.</b>				
22598	08/07/2017	Fuse	100-2FF-5-G1-9401038	69.00
<b>Vendor V0383 - Consolidated Electrical Distr. Total:</b>				<b>69.00</b>
<b>Vendor: V1058 - Desert Industrial Supply</b>				
22599	08/07/2017	Adaptor, etc	100-2FF-5-G1-9401038	83.19
<b>Vendor V1058 - Desert Industrial Supply Total:</b>				<b>83.19</b>
<b>Vendor: V1249 - Double-Take Software, Inc.</b>				
22577	08/02/2017	Double-Take Availability 1 Yr. Maintenance Renewal	100-2FF-5-G1-9401012	3,084.00
<b>Vendor V1249 - Double-Take Software, Inc. Total:</b>				<b>3,084.00</b>
<b>Vendor: V0646 - DSL Extreme</b>				
22620	08/16/2017	1000/384Kbps DSL Service	100-2FF-5-G1-9401012	52.83
<b>Vendor V0646 - DSL Extreme Total:</b>				<b>52.83</b>
<b>Vendor: V1123 - Eastside Checks Cashed</b>				
22621	08/16/2017	CPOS Blanket Reimbursement	100-3FS-5-G1-9501037	50.00
22621	08/16/2017	CPOS Blanket Reimbursement-July 2017	100-3FS-5-G1-9501037	50.00
<b>Vendor V1123 - Eastside Checks Cashed Total:</b>				<b>100.00</b>
<b>Vendor: V0676 - Employment Screening Resources</b>				
22578	08/02/2017	Employment screening-P Malta	100-3FS-5-G1-9501027	76.10
<b>Vendor V0676 - Employment Screening Resources Total:</b>				<b>76.10</b>
<b>Vendor: V0046 - Federal Express</b>				
22579	08/02/2017	Shipping charges	100-3FS-5-G1-9501010	44.12
22622	08/16/2017	Shipping cost	100-3FS-5-G1-9501010	104.94
22622	08/16/2017	Shipping cost	100-3FS-5-G1-9501010	79.18
22674	08/31/2017	Shipping charges	100-3FS-5-G1-9501010	77.65
22674	08/31/2017	Shipping charges	100-3FS-5-G1-9501010	173.46
<b>Vendor V0046 - Federal Express Total:</b>				<b>479.35</b>
<b>Vendor: V1247 - Fleet-Net Corporation</b>				
22654	08/23/2017	Fleet Managment Software Contract 2017-14	600-1XX-5-J1-9910004	42,990.00
<b>Vendor V1247 - Fleet-Net Corporation Total:</b>				<b>42,990.00</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2017 - 08/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0879 - Fresno Irrigation District</b>				
22675	08/31/2017	Registration fees-Tyler User Group	100-1EX-5-G1-9501019	650.00
<b>Vendor V0879 - Fresno Irrigation District Total:</b>				<b>650.00</b>
<b>Vendor: V0194 - Frontier Communications</b>				
22655	08/23/2017	Telephone, 8/13/17-9/12/17	100-2FF-5-G1-9401025	454.50
<b>Vendor V0194 - Frontier Communications Total:</b>				<b>454.50</b>
<b>Vendor: V1255 - Geraldina Romo</b>				
22656	08/23/2017	Travel reimb-APTA Sustainability	100-1EX-5-G1-9501019	90.00
<b>Vendor V1255 - Geraldina Romo Total:</b>				<b>90.00</b>
<b>Vendor: V0049 - GFI Genfare</b>				
22580	08/02/2017	Key MX211	100-2FF-5-G1-9401038	52.32
<b>Vendor V0049 - GFI Genfare Total:</b>				<b>52.32</b>
<b>Vendor: V0435 - GFOA (Govm't Finance Officers)</b>				
22623	08/16/2017	Membership Renewal-FY 2018	100-1EX-5-G1-9501006	160.00
<b>Vendor V0435 - GFOA (Govm't Finance Officers) Total:</b>				<b>160.00</b>
<b>Vendor: V0125 - Grainger</b>				
22600	08/07/2017	Rotary valves for reels	100-2FF-5-G1-9401038	275.50
22600	08/07/2017	Pressure washer hose	100-2FF-5-G1-9401038	377.57
22657	08/23/2017	Cable lock out, padlock etc	100-2FF-5-G1-9401038	63.34
22657	08/23/2017	label printer labels	100-2FF-5-G1-9401038	122.42
22657	08/23/2017	label printer	100-2FF-5-G1-9401038	235.74
<b>Vendor V0125 - Grainger Total:</b>				<b>1,074.57</b>
<b>Vendor: V1231 - Hanka Advisor LLC</b>				
22581	08/02/2017	Advocacy Consulting Services	100-1EX-5-G1-9501015	5,000.00
<b>Vendor V1231 - Hanka Advisor LLC Total:</b>				<b>5,000.00</b>
<b>Vendor: V0624 - Home Depot Credit Services</b>				
22658	08/23/2017	Irrigation repairs	100-2FF-5-G1-9401038	24.73
22658	08/23/2017	Bus wash chain repairs	100-2FF-5-G1-9401038	96.17
22658	08/23/2017	mouse traps front office	100-2FF-5-G1-9401038	39.48
22658	08/23/2017	generator log book	100-2FF-5-G1-9401038	16.35
22658	08/23/2017	Bus stops maintenance	600-1XX-5-J1-9902008	138.56
22658	08/23/2017	locks, bus stops maint	600-1XX-5-J1-9902008	162.68
22658	08/23/2017	Bus stops trash can	600-1XX-5-J1-9902008	32.71
<b>Vendor V0624 - Home Depot Credit Services Total:</b>				<b>510.68</b>
<b>Vendor: V0474 - Insight- Public Sector</b>				
22601	08/07/2017	APC SYPM4KP Symmetra Power Module	600-1XX-5-J1-9902008	1,881.53
22624	08/16/2017	Zebra TrueColors i Series YMCKO Eco Cartridge	100-2FF-5-G1-9401009	143.88
22676	08/31/2017	Barracuda Off-site Data Storage Contract 2018-04	600-1XX-5-J1-9910004	57,681.21
<b>Vendor V0474 - Insight- Public Sector Total:</b>				<b>59,706.62</b>
<b>Vendor: V1057 - IntelliRide</b>				
22582	08/02/2017	Dial-a-ride Service, June 2017	100-000-4-D1-6001400	(9,058.00)
22582	08/02/2017	Dial-a-ride Service, June 2017	100-2FF-5-G1-9001014	104,247.37
22625	08/16/2017	June 2017 ETP Service	100-2FF-5-G1-9401031	13,942.24
22625	08/16/2017	June 2017 DAR Fare Coupons	100-000-4-D1-6001400	1,797.00
<b>Vendor V1057 - IntelliRide Total:</b>				<b>110,928.61</b>
<b>Vendor: V0057 - Interior Plant Designs</b>				
22626	08/16/2017	Interior Plant Services Aug 2017	100-2FF-5-G1-9401005	220.00
<b>Vendor V0057 - Interior Plant Designs Total:</b>				<b>220.00</b>
<b>Vendor: V0492 - Interstate Battery System</b>				
22627	08/16/2017	battery for unit 212 (BSM truck)	100-2FF-5-G1-9401038	114.57
<b>Vendor V0492 - Interstate Battery System Total:</b>				<b>114.57</b>
<b>Vendor: V0157 - Iron Mountain Records Mgmt Inc</b>				
22602	08/07/2017	Shred services	100-2FF-5-G1-9401005	81.19
<b>Vendor V0157 - Iron Mountain Records Mgmt Inc Total:</b>				<b>81.19</b>
<b>Vendor: V1171 - J. Richard Eichman, CPA</b>				
22628	08/16/2017	Filing fee & accting services-Lobbying disclosure	100-1EX-5-G1-9501015	255.60
<b>Vendor V1171 - J. Richard Eichman, CPA Total:</b>				<b>255.60</b>



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<b>Vendor: V1245 - Joshua Kline</b>				
22677	08/31/2017	Photo & Video Library Shoot	100-1EX-5-G1-9501018	2,500.00
				<b>Vendor V1245 - Joshua Kline Total: 2,500.00</b>
<b>Vendor: V0250 - L.A. County Waterworks</b>				
22659	08/23/2017	Water usage, 6/14/17-8/14/17	100-2FF-5-G1-9401024	295.20
22659	08/23/2017	Water usage, 6/14/17-8/14/17	100-2FF-5-G1-9401024	719.41
22659	08/23/2017	Water usage, 6/14/17-8/14/17	100-2FF-5-G1-9401024	1,092.92
				<b>Vendor V0250 - L.A. County Waterworks Total: 2,107.53</b>
<b>Vendor: V0889 - Len Engel</b>				
22603	08/07/2017	Reimb-CTA Exec meeting	100-1EX-5-G1-9501019	382.16
22629	08/16/2017	Reimb-APTA Sustainability Conference	100-1EX-5-G1-9501019	1,674.15
				<b>Vendor V0889 - Len Engel Total: 2,056.31</b>
<b>Vendor: V1188 - Lorman Education Services</b>				
22583	08/02/2017	Lorman Education Services	100-1EX-5-G1-9501035	1,125.00
				<b>Vendor V1188 - Lorman Education Services Total: 1,125.00</b>
<b>Vendor: V1107 - LPM Consulting Inc.</b>				
22584	08/02/2017	Consulting services-July 2017	100-3FS-5-G1-9501027	2,340.00
				<b>Vendor V1107 - LPM Consulting Inc. Total: 2,340.00</b>
<b>Vendor: V0720 - Mail America 2- Palmdale</b>				
22678	08/31/2017	Riders relief coupon-July 2017	100-3FS-5-G1-9501037	36.00
22604	08/07/2017	CPOS-July 2017	100-3FS-5-G1-9501037	50.00
				<b>Vendor V0720 - Mail America 2- Palmdale Total: 86.00</b>
<b>Vendor: V0916 - Mail America 3</b>				
22660	08/23/2017	CPOS Blanket Reimbursement-May-July 2017	100-3FS-5-G1-9501037	150.00
				<b>Vendor V0916 - Mail America 3 Total: 150.00</b>
<b>Vendor: V1212 - Master's Refreshment Services</b>				
22630	08/16/2017	Coffee service	100-3FS-5-G1-9501009	157.21
				<b>Vendor V1212 - Master's Refreshment Services Total: 157.21</b>
<b>Vendor: V1143 - McKeon Group</b>				
22631	08/16/2017	Federal Advocacy Services-August 2017	100-1EX-5-G1-9501015	5,000.00
				<b>Vendor V1143 - McKeon Group Total: 5,000.00</b>
<b>Vendor: V0292 - McMaster-Carr Supply Co.</b>				
22661	08/23/2017	fuse & belts	100-2FF-5-G1-9401036	42.21
22661	08/23/2017	fuse & belts	100-2FF-5-G1-9401038	99.06
				<b>Vendor V0292 - McMaster-Carr Supply Co. Total: 141.27</b>
<b>Vendor: V1248 - Medallion Contracting Inc.</b>				
22632	08/16/2017	Permit Fee and Printing Reimbursement 2017-17	600-1XX-5-J1-9909068	1,912.79
22632	08/16/2017	Permit Fee and Printing Reimbursement 2017-17	600-1XX-5-J1-9909068	207.58
				<b>Vendor V1248 - Medallion Contracting Inc. Total: 2,120.37</b>
<b>Vendor: V0783 - Mobile Relay Associates</b>				
22633	08/16/2017	commuter radio repeater service-August 2017	100-2FF-5-G1-9401038	1,224.30
				<b>Vendor V0783 - Mobile Relay Associates Total: 1,224.30</b>
<b>Vendor: V0626 - Moore &amp; Associates</b>				
22634	08/16/2017	Coach operator audits-eighteenth installment	100-1EX-5-G1-9501013	6,042.36
22662	08/23/2017	Fifth & final year of consulting contract	100-1EX-5-G1-9501013	2,265.92
				<b>Vendor V0626 - Moore &amp; Associates Total: 8,308.28</b>
<b>Vendor: V1243 - Omidi Enterprises</b>				
22635	08/16/2017	Consulting Services-May-June 2017	100-1EX-5-G1-9501013	355.00
22635	08/16/2017	Remainder of IT Support Bill	100-2FF-5-G1-9401012	1,140.00
				<b>Vendor V1243 - Omidi Enterprises Total: 1,495.00</b>
<b>Vendor: V0987 - OPSEC Specialized Protection</b>				
22663	08/23/2017	Opsec Security for July 2017	100-5CS-5-G1-9501034	4,342.20
				<b>Vendor V0987 - OPSEC Specialized Protection Total: 4,342.20</b>
<b>Vendor: V0243 - Palmdale Chamber of Commerce</b>				
22585	08/02/2017	Membership-09/01/17-08/30/18	100-1EX-5-G1-9501006	220.00
				<b>Vendor V0243 - Palmdale Chamber of Commerce Total: 220.00</b>



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<b>Vendor: V1238 - Passantino Andersen Communications LLC</b>				
22586	08/02/2017	Public Relations Contract 2017-31	100-1EX-5-G1-9501013	3,995.00
<b>Vendor V1238 - Passantino Andersen Communications LLC Total:</b>				<b>3,995.00</b>
<b>Vendor: V0078 - Pinnacle Petroleum Inc</b>				
22587	08/02/2017	Fuel, July 2017	100-2FF-5-G1-9201003	16,212.94
22587	08/02/2017	Fuel, July 2017	100-2FF-5-G1-9201003	6,021.86
22587	08/02/2017	Fuel, July 2017	100-2FF-5-G1-9201003	16,512.30
22587	08/02/2017	Fuel, July 2017	100-2FF-5-G1-9201003	17,000.09
22587	08/02/2017	Fuel, July 2017	100-2FF-5-G1-9201003	17,275.50
22587	08/02/2017	Fuel, July 2017	100-2FF-5-G1-9201003	16,279.72
22664	08/23/2017	Fuel, July 2017	100-2FF-5-G1-9201003	16,868.62
22664	08/23/2017	Fuel, August 2017	100-2FF-5-G1-9201003	17,492.31
22664	08/23/2017	Fuel, August 2017	100-2FF-5-G1-9201003	17,740.35
22664	08/23/2017	Fuel, August 2017	100-2FF-5-G1-9201003	17,604.27
22664	08/23/2017	Fuel, August 2017	100-2FF-5-G1-9201003	17,440.60
22664	08/23/2017	Fuel, August 2017	100-2FF-5-G1-9201003	6,889.02
22664	08/23/2017	Fuel, August 2017	100-2FF-5-G1-9201003	7,700.93
<b>Vendor V0078 - Pinnacle Petroleum Inc Total:</b>				<b>191,038.51</b>
<b>Vendor: V0958 - R.C. Becker and son, Inc.</b>				
22636	08/16/2017	Caltrans Permit Reimbursement	100-000-1-A1-0201003	2,583.00
22636	08/16/2017	Caltrans Permit Reimbursement	600-1XX-5-J1-9909059	861.00
<b>Vendor V0958 - R.C. Becker and son, Inc. Total:</b>				<b>3,444.00</b>
<b>Vendor: V1252 - Resource Building Materials</b>				
22665	08/23/2017	landscaping rock	600-1XX-5-J1-9909069	237.47
<b>Vendor V1252 - Resource Building Materials Total:</b>				<b>237.47</b>
<b>Vendor: V0208 - Robert Keys</b>				
22679	08/31/2017	TASC Refund-Reissued check	100-000-2-B1-4001000	8.80
<b>Vendor V0208 - Robert Keys Total:</b>				<b>8.80</b>
<b>Vendor: V0649 - Sinclair Printing &amp; Litho., Inc.</b>				
22680	08/31/2017	Local Transit Schedules - August Service Change	100-1EX-5-G1-9501018	3,274.22
<b>Vendor V0649 - Sinclair Printing &amp; Litho., Inc. Total:</b>				<b>3,274.22</b>
<b>Vendor: V0192 - Smith Pipe &amp; Supply</b>				
22666	08/23/2017	Valve	100-2FF-5-G1-9401038	16.81
<b>Vendor V0192 - Smith Pipe &amp; Supply Total:</b>				<b>16.81</b>
<b>Vendor: V0403 - Southern California Edison</b>				
22667	08/23/2017	Electricity-06/20/17-07/20/17	100-2FF-5-G1-9401021	7,091.06
22637	08/16/2017	Electricity-Lanc City park-06/30/17-07/31/17	100-2FF-5-G1-9201006	229.55
<b>Vendor V0403 - Southern California Edison Total:</b>				<b>7,320.61</b>
<b>Vendor: V0493 - Standard Insurance Company</b>				
22589	08/02/2017	Dental Insurance Premium (EE)- Aug 2017	100-000-2-B1-4011014	861.85
22589	08/02/2017	Dental Insurance Premium (ER)- Aug 2017	100-1ZZ-5-G1-9701614	3,040.99
22589	08/02/2017	Vision Insurance Premium (EE)- Aug 2017	100-000-2-B1-4011016	126.85
22589	08/02/2017	Vision Insurance Premium (ER)-Aug 2017	100-1ZZ-5-G1-9701616	492.67
<b>Vendor V0493 - Standard Insurance Company Total:</b>				<b>4,522.36</b>
<b>Vendor: V0477 - Standard Insurance Company</b>				
22588	08/02/2017	HADV Premium	100-1ZZ-5-G1-9701811	38.00
22588	08/02/2017	Life	100-1ZZ-5-G1-9701811	362.03
22588	08/02/2017	Short Term Disability	100-1ZZ-5-G1-9701812	1,230.69
22588	08/02/2017	Long Term Disability	100-1ZZ-5-G1-9701813	763.22
22588	08/02/2017	AD&D	100-1ZZ-5-G1-9701814	72.41
22681	08/31/2017	HADV Premium	100-1ZZ-5-G1-9701811	38.00
22681	08/31/2017	Life	100-1ZZ-5-G1-9701811	456.40
22681	08/31/2017	Short Term Disability	100-1ZZ-5-G1-9701812	1,588.32
22681	08/31/2017	Long Term Disability	100-1ZZ-5-G1-9701813	985.25
22681	08/31/2017	AD&D	100-1ZZ-5-G1-9701814	91.26
<b>Vendor V0477 - Standard Insurance Company Total:</b>				<b>5,625.58</b>



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<b>Vendor: V1170 - Stradling Yocca Carlson &amp; Rauth, A Professional Corporation</b>				
22590	08/02/2017	General services-June 2017	100-1EX-5-G1-9501005	4,058.92
22590	08/02/2017	PERS Dispute, June 2017	100-1EX-5-G1-9501005	584.00
22590	08/02/2017	Union Matters, June 2017	100-1EX-5-G1-9501005	6,530.82
<b>Vendor V1170 - Stradling Yocca Carlson &amp; Rauth, A Professional Corporation Total:</b>				<b>11,173.74</b>
<b>Vendor: V1216 - Taft Electric Company</b>				
22605	08/07/2017	IFB Contract 2017-01 Elec Bus Charging Station	600-1XX-5-J1-9909085	106,056.57
<b>Vendor V1216 - Taft Electric Company Total:</b>				<b>106,056.57</b>
<b>Vendor: V0103 - TCW Systems, Inc.</b>				
22591	08/02/2017	Radio repeater services (Transit)	100-2FF-5-G1-9401038	500.00
<b>Vendor V0103 - TCW Systems, Inc. Total:</b>				<b>500.00</b>
<b>Vendor: V0505 - The Customer Service Experts</b>				
22606	08/07/2017	CPOS-July 2017	100-3FS-5-G1-9501037	50.00
<b>Vendor V0505 - The Customer Service Experts Total:</b>				<b>50.00</b>
<b>Vendor: V0405 - The Gas Company</b>				
22682	08/31/2017	Gas charges, 7/18/17-8/16/17	100-2FF-5-G1-9401022	71.34
<b>Vendor V0405 - The Gas Company Total:</b>				<b>71.34</b>
<b>Vendor: V0904 - Time Warner/Spectrum Business</b>				
22638	08/16/2017	Cable service-08/11/17-09/10/17	100-2FF-5-G1-9401025	246.72
22638	08/16/2017	Internet service-08/13/17-09/12/17	100-2FF-5-G1-9401025	1,365.00
<b>Vendor V0904 - Time Warner/Spectrum Business Total:</b>				<b>1,611.72</b>
<b>Vendor: V1008 - Tire Xpress Inc.</b>				
22668	08/23/2017	Tires for unit 216 Set	100-2FF-5-G1-9401038	1,140.00
<b>Vendor V1008 - Tire Xpress Inc. Total:</b>				<b>1,140.00</b>
<b>Vendor: V0252 - Transdev, Inc.</b>				
22683	08/31/2017	Commuter Recovery-July 2017	100-2FF-5-G1-9001013	3,545.71
22683	08/31/2017	BYD Electric buses, Routes 1,97-Bus#4371&4370	100-2FF-5-G1-9001016	23,815.64
22683	08/31/2017	Special service-DAR	100-2FF-5-G1-9001013	144.71
22683	08/31/2017	JARC Commuter Hours-785-786-787-July 2017	100-2FF-5-G1-9001015	17,662.08
22683	08/31/2017	Local and Commuter Maint and Service, July 2017	100-2FF-5-G1-9001013	1,157,403.35
22683	08/31/2017	Metrolink Assistance-due to train derail-July 2017	100-2FF-5-G1-9001013	4,112.81
22683	08/31/2017	Commuter Recovery Standby-July 2017	100-2FF-5-G1-9001013	1,803.87
<b>Vendor V0252 - Transdev, Inc. Total:</b>				<b>1,208,488.17</b>
<b>Vendor: V0451 - Tyler Technologies</b>				
22592	08/02/2017	A/R Migration to Version X	100-2FF-5-G1-9401012	62.50
22592	08/02/2017	A/R- Tyler migration to version X	100-2FF-5-G1-9401012	93.75
<b>Vendor V0451 - Tyler Technologies Total:</b>				<b>156.25</b>
<b>Vendor: V0189 - United Parcel Service</b>				
22593	08/02/2017	Shipping charges	100-3FS-5-G1-9501010	123.49
<b>Vendor V0189 - United Parcel Service Total:</b>				<b>123.49</b>
<b>Vendor: V0353 - UNUM Life Insurance Co of Amer</b>				
22669	08/23/2017	Long Term Care (EE)	100-000-2-B1-4011024	123.90
22669	08/23/2017	Long Term Care (ER)	100-1ZZ-5-G1-9702618	483.30
<b>Vendor V0353 - UNUM Life Insurance Co of Amer Total:</b>				<b>607.20</b>



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<b>Vendor: V0302 - US Bank</b>				
22607	08/07/2017	M Hickling-airfare to CTA Lobby day	100-1EX-5-G1-9501015	491.96
22607	08/07/2017	Chamber luncheons-Hispanic & Lancaster	100-1EX-5-G1-9501019	25.00
22607	08/07/2017	Access services-Qtr workshop luncheon	100-1EX-5-G1-9501019	84.21
22607	08/07/2017	Reg, Hotel-APTA sustainability	100-1EX-5-G1-9501019	702.96
22607	08/07/2017	Hotel lodging K Darr	100-1EX-5-G1-9501019	631.62
22607	08/07/2017	M perry-sustainability & multimodal planning	100-1EX-5-G1-9501019	600.00
22607	08/07/2017	Palmdale chamber of commerce	100-1EX-5-G1-9501019	25.00
22607	08/07/2017	Registration-CTA Fall Conf	100-1EX-5-G1-9501019	830.00
22607	08/07/2017	Reg-Calstart Quarterly meeting	100-1EX-5-G1-9501019	790.00
22607	08/07/2017	Flight and reg-L Block NIGP	100-1EX-5-G1-9501035	1,025.00
22607	08/07/2017	L Block flight-NIGP	100-1EX-5-G1-9501035	117.97
22607	08/07/2017	Career track unlimited course	100-1EX-5-G1-9501035	199.00
22607	08/07/2017	1&1 Virtual server XL Windows software	100-2FF-5-G1-9401012	32.99
22607	08/07/2017	ID laminate pouches	100-3FS-5-G1-9501009	59.23
22607	08/07/2017	USPS online postage	100-3FS-5-G1-9501010	22.20
22607	08/07/2017	Get well Colby	100-3FS-5-G1-9501029	88.64
22607	08/07/2017	Print plain sheets	600-1XX-5-J1-9909068	456.51
22607	08/07/2017	Lunch with Chairman	100-1EX-5-G1-9501019	63.77
22607	08/07/2017	Working lunch with N Hickling	100-1EX-5-G1-9501019	32.19
22684	08/31/2017	M Perry-airfare to APTA Annual Conference	100-1EX-5-G1-9501019	379.96
22684	08/31/2017	M Perry-Lodging-APTA Event-8/6-9/17	100-1EX-5-G1-9501019	718.13
22684	08/31/2017	G Romo-APTA Annual Conference 2017	100-1EX-5-G1-9501019	1,210.61
22684	08/31/2017	M Flanagan-airfare to APTA Annual Conference	100-1EX-5-G1-9501019	266.98
22684	08/31/2017	G Romo-airfare-APTA Annual Conference	100-1EX-5-G1-9501019	379.96
22684	08/31/2017	C Konisek-airfare to APTA Annual Conference	100-1EX-5-G1-9501019	379.96
22684	08/31/2017	G Romo-APTA Event lodging	100-1EX-5-G1-9501019	704.41
22684	08/31/2017	N Hickling-APTA Annual Conf airfare	100-1EX-5-G1-9501019	258.96
22684	08/31/2017	Airline, hotel registration-C Konisek Gov Transpar	100-1EX-5-G1-9501019	1,345.96
22684	08/31/2017	Palmdale Chamber Luncheon	100-1EX-5-G1-9501019	100.00
22684	08/31/2017	AV BOT Luncheon-7/24/17	100-1EX-5-G1-9501019	60.00
22684	08/31/2017	E bus project kickoff luncheon meeting 7/24/17	100-1EX-5-G1-9501019	246.22
22684	08/31/2017	APTA Annual meeting registration(5 attendees)	100-1EX-5-G1-9501019	4,375.00
22684	08/31/2017	Lancaster Chamber Luncheon	100-1EX-5-G1-9501019	25.00
22684	08/31/2017	M Perry-airfare Salt Lake City UT	100-1EX-5-G1-9501019	148.98
22684	08/31/2017	Transport E Bus to Salt Lake City to WAVE	100-1EX-5-G1-9501019	1,052.59
22684	08/31/2017	Parking tickets-AV Fairgrounds	100-1EX-5-G1-9501029	50.00
22684	08/31/2017	1&1 Virtual server	100-2FF-5-G1-9401012	32.99
22684	08/31/2017	refrigerator ice maker repair	100-2FF-5-G1-9401038	100.00
22684	08/31/2017	Visitor badges and clips for CS	100-3FS-5-G1-9501009	310.85
22684	08/31/2017	copies-original plans for Caltrans project	600-1XX-5-J1-9909059	210.51
22684	08/31/2017	G Romo Airfare-additional	100-1EX-5-G1-9501019	31.01
22684	08/31/2017	Paintshop Pro 2018 Upgrade	600-1XX-5-J1-9909073	67.94
22684	08/31/2017	Credit card charges as of 8/22/2017	100-5CS-5-G1-9501029	212.53
<b>Vendor V0302 - US Bank Total:</b>				<b>18,946.80</b>
<b>Vendor: V0209 - Vinsa Insurance Associates</b>				
22609	08/07/2017	Cyber liability-Renew policy	100-000-1-A1-0401000	1,273.80
<b>Vendor V0209 - Vinsa Insurance Associates Total:</b>				<b>1,273.80</b>
<b>Vendor: V0740 - Vision Technology Solutions, LLC</b>				
22686	08/31/2017	Website Services Renewal	100-1EX-5-G1-9501031	22,715.00
<b>Vendor V0740 - Vision Technology Solutions, LLC Total:</b>				<b>22,715.00</b>
<b>Vendor: V0550 - Waste Management</b>				
22639	08/16/2017	Utilities, Waste- July 2017	100-2FF-5-G1-9401023	1,066.60
<b>Vendor V0550 - Waste Management Total:</b>				<b>1,066.60</b>



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Payment Dates 08/01/2017 - 08/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0457 - Waxie Enterprises Inc.</b>				
22640	08/16/2017	bowl cleaner	100-2FF-5-G1-9401038	95.33
22640	08/16/2017	dish soap	100-2FF-5-G1-9401038	44.07
22640	08/16/2017	33 x39 bags	100-2FF-5-G1-9401038	212.16
22640	08/16/2017	roll towels	100-2FF-5-G1-9401038	416.50
22640	08/16/2017	air neutralizer	100-2FF-5-G1-9401038	209.08
22640	08/16/2017	sparkle multisurface cleaner	100-2FF-5-G1-9401038	54.95
22640	08/16/2017	hand soap	100-2FF-5-G1-9401038	51.90
22640	08/16/2017	40 x 46 bags	100-2FF-5-G1-9401038	645.56
22640	08/16/2017	premium tissue	100-2FF-5-G1-9401038	744.65
22640	08/16/2017	riteaway graffitti remover	100-2FF-5-G1-9401038	93.76
22640	08/16/2017	xl gloves	100-2FF-5-G1-9401038	109.40
22640	08/16/2017	seat covers	100-2FF-5-G1-9401038	36.35
22640	08/16/2017	small bags	100-2FF-5-G1-9401038	76.06
22640	08/16/2017	kitchen towels	100-2FF-5-G1-9401038	29.46
22640	08/16/2017	citrus cleaner	100-2FF-5-G1-9401038	134.66
<b>Vendor V0457 - Waxie Enterprises Inc. Total:</b>				<b>2,953.89</b>
<b>Vendor: V1154 - Weideman Group Inc.</b>				
22610	08/07/2017	Advocacy Consulting Services	100-1EX-5-G1-9501015	10,000.00
22610	08/07/2017	Adccocy Travel Funds	100-1EX-5-G1-9501015	373.79
<b>Vendor V1154 - Weideman Group Inc. Total:</b>				<b>10,373.79</b>
<b>Vendor: V0112 - Western Exterminators</b>				
22670	08/23/2017	Exterminator Service, July 2017	100-2FF-5-G1-9401005	100.00
<b>Vendor V0112 - Western Exterminators Total:</b>				<b>100.00</b>
<b>Vendor: V0124 - Witts</b>				
22594	08/02/2017	Office Supplies	100-3FS-5-G1-9501009	349.75
22611	08/07/2017	Office Supplies	100-3FS-5-G1-9501009	320.46
22642	08/16/2017	Office Supplies	100-3FS-5-G1-9501009	384.77
22671	08/23/2017	Office Supplies	100-3FS-5-G1-9501009	203.31
22687	08/31/2017	Office Supplies	100-3FS-5-G1-9501009	12.00
22687	08/31/2017	Office Supplies	100-3FS-5-G1-9501009	183.03
<b>Vendor V0124 - Witts Total:</b>				<b>1,453.32</b>
<b>Vendor: V1251 - ZEBRA c/o ECCTA</b>				
22612	08/07/2017	Membership FY 2018	100-1EX-5-G1-9501006	3,000.00
<b>Vendor V1251 - ZEBRA c/o ECCTA Total:</b>				<b>3,000.00</b>
<b>Vendor: V0976 - Zonta Foundation of Antelope Valley</b>				
22688	08/31/2017	Reissued check for 2013 Athena Awards dinner for 4	100-000-2-B1-4001000	300.00
<b>Vendor V0976 - Zonta Foundation of Antelope Valley Total:</b>				<b>300.00</b>
<b>Grand Total:</b>				<b>1,961,483.72</b>





**DATE:** September 26, 2017  
**TO:** BOARD OF DIRECTORS  
**SUBJECT:** Adopt Hazard Mitigation Plan

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### **RECOMMENDATION**

That the Board of Directors adopt the Hazard Mitigation Plan.

### **FISCAL IMPACT**

There is no fiscal impact for this item.

### **BACKGROUND**

AVTA prepared the Hazard Mitigation Plan (HMP) to maintain compliance with federal Disaster Mitigation Act of 2000 (DMA 2000). The legislation requires state and local governments (including all tax-funded agencies) to prepare hazard mitigation plans to document hazard mitigation goals, planning process, hazards and impacts, and implementation strategies. The 2017 plan is the first for AVTA.

In compliance with FEMA guidelines, the Hazard Mitigation Planning Team has accomplishing the following:

- Identify and profile hazards of concern (particularly natural hazards);
- Estimate inventory at risk and potential losses associated with these hazards;
- Develop mitigation strategies and goals that address these hazards; and,
- Develop plan maintenance procedures for implementation after the California Office of Emergency Services (Cal OES) review and approval by the Federal Emergency Management Agency (FEMA).

Adoption by the AVTA Board of Directors is the last step in finalizing the Hazard Mitigation Plan.

As required by DMA 2000, AVTA notified the service area community about the hazard mitigation planning process and solicited public comments and input. In addition to the general public, AVTA reached out to members of the joint powers agreement as well as other external agencies with involvement in hazard mitigation planning. Input gathered was included in the updated Draft Plan submitted to Cal OES and FEMA.

As part of the 2017 Plan update, the Planning Team also identified five mitigation goals that summarize the hazard reduction outcomes desired. These include:

- Protecting Life and Property;
- Enhancing Public Awareness;
- Protecting Natural Systems;
- Increasing Partnerships and Implementation; and,
- Improving Emergency Services

These goals guided the development and implementation of specific mitigation activities. In fact, many of the mitigation objectives and action items come from existing programs. Emphasis was also placed on the effectiveness of the activities with respect to their estimated benefit, cost, and priority rankings.

Submitted by:

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Len Engel  
Executive Director/CEO



**DATE:** September 26, 2017

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Award Contract #2018-01 to Green Commuter for Commuter Vanpool Service Provider with Zero Emission Fleet

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## **RECOMMENDATION**

That the Board of Directors authorize the Executive Director/CEO to negotiate favorable terms and conditions under contract #2018-01 for the Commuter Vanpool Service Provider with Zero Emission Fleet to Green Commuter, Los Angeles, CA, for a three-year term and an amount not to exceed \$400,000, including applicable sales tax.

## **FISCAL IMPACT**

Sufficient grant funds are available from the FY18 Business Plan to pay for this service.

## **BACKGROUND**

As part of our 2016 Transit and Intercity Capital Program (TIRCP) application, AVTA proposed to implement a new zero emission vanpool program that would provide commuter vanpool services between the Antelope Valley and areas of economic opportunity in the Los Angeles Basin. In the award, the state provided \$400,000 to support the startup operation. The service involves 10 battery electric seven passenger vans operated on routes between the Antelope Valley and, ideally, Edwards Air Force Base. A secondary location would be downtown Los Angeles. One option would be to utilize the vehicles as public car share vehicles or auxiliary corporate pool vehicles when they are not being utilized for commuting. To this end, staff developed and circulated a Request for Proposals (RFP).

AVTA released the RFP on August 16, 2017. The solicitation documents were posted to AVTA's procurement website; advertisements were placed in the *Antelope Valley Press* and *Our Weekly Lancaster* newsletter. Prior to the issuance of the RFP, Board and TAC members were notified and asked to submit any recommendations for potential vendors. The local Chambers of Commerce and Antelope Valley Board of Trade were also notified via their respective newsletters and email lists; a total of 3 firms across the United States were notified by email on how to download the RFP document.

Staff held a mandatory pre-proposal conference on September 6, 2017, with one firm attending. The RFPs were opened on September 21, 2017. Of the 3 firms that received the RFP by email notification, only one response was received. A review committee evaluated and ranked the proposal on the following criteria: proposer's solution (30%), project budget (20%), similar projects (15%), proposer's information (15%), project schedule (10%), and personnel (10%). 300 hundred possible total points were available from written portion of the RFP.

The firms, evaluation points and respective costs for the project are listed in the table below.

Firm	Location	Total Score (300 Max)	Grant Amount
Green Commuter	Las Angeles, CA	164	\$400,000

If a successful contract cannot be negotiated with Green Commuter, Los Angeles, CA, that the Board of Directors authorize the Executive Director/CEO to cancel the award and propose a new option for this project.

Prepared by:

Submitted by:

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Lyle Block, CPPB  
Procurement and Contracts Officer

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Len Engel  
Executive Director/CEO



**DATE:** September 26, 2017

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Award Multiple Agreements Under Contract #2017-41 for On-Call A&E, Material Testing and Project Management Services

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### **RECOMMENDATION**

That the Board of Directors authorize the Executive Director to execute two agreements under Contract #2017-41 for On-Call A&E, Material Testing and Project Management Services with the following firms: Huitt-Zollars, Inc., Thousand Oaks, CA and Duke Engineering, Inc., Lancaster, CA.

### **FISCAL IMPACT**

Each contract will be for a period of five years and an amount not to exceed \$750,000 per year. Pricing will be based upon each firm's submitted fee schedule. Facility and transportation related projects will be assigned by awarded discipline of work to be performed. Costs associated with a specific project will be negotiated prior to assignment. Sufficient funds for each project will be included in each year's Business Plan approved by the Board and will be included in future year budgets for planned projects.

### **BACKGROUND**

The Board approved our first transportation improvement project – the Bus Stop Improvement Program - in January of 2010. Since that time, AVTA has awarded and completed several facility, electric bus infrastructure and transit-related projects. Other agencies utilize these types of contracts, which allow an agency to move a project quickly from creation to bid documents, in lieu of processing each request separately. Staff believes it is in AVTA's best interest to continue to improve our services by adding specialized consultants to move current and future projects forward to completion. Current projects include wireless inductive charging stations, transit hubs, bus stop amenities and a Bus Rapid Transit System. In recognition of the need for on-going support for these major projects, staff developed and circulated a Request for Qualifications (RFQ).

AVTA released the RFQ on July 27, 2017. The solicitation documents were posted to AVTA's procurement website; advertisements were placed in the *Antelope Valley Press* and *Our Weekly Lancaster* newsletter. Prior to the issuance of the RFQ, Board and TAC members were notified and asked to submit any recommendations for

potential vendors. The local Chambers of Commerce and Antelope Valley Board of Trade were also notified via their respective newsletters and email lists; a total of 157 firms notified by email on how to download the RFQ document. Thirteen of the total amount of firms are located within the Antelope Valley.

An optional pre-proposal meeting was held on August 10, 2017, with 11 firms attending. Four of those eleven firms were located within the Antelope Valley. The RFQ closed on September 6, 2017, with seven proposals being submitted in response to the RFQ. A review committee evaluated and ranked each proposal on the following criteria: proposer's qualifications (35%), project management (30%), similar projects (10%), quality control program (10%), proposer's information (10%) and personnel (10%). Two hundred possible total points were available.

Submitted proposals were received from the following firms:

Firm	Location	Total Score	Divisions of Work
Huitt-Zollars, Inc.	Thousand Oaks, CA	181	<u>Prime Consultant</u> 06. Architect 12c. Bus Facility Design and Construction 12d. Bus Rapid Transportation Project and/or Study 13. Communications Engineer 29. Geographic Information System Specialist
Duke Engineering, Inc.	Lancaster, CA	170	<u>Prime Consultant</u> 01. Acoustical Engineer 02. Administrative 12a. WAVE Inductive Charger Design and Construction 12b. Bus Stop Design and Construction 12e. Solar Array Design and Construction 12f. On-site Bus Charging Infrastructure 16. Construction Manager 18. Cost Engineer/Estimator 21. Electrical Engineer (Inductive & Depot Charging, etc.) 23. Environmental Engineer 27. Foundation/Geotechnical Engineer 32. Hydraulic Engineer 35. Industrial Engineer 37. Interior Designer 38. Land Surveyor 39. Landscape Architect 42. Mechanical Engineer 45. Material & Special Inspection Tester 48. Project Manager 50. Risk Assessor 51. Safety/Occupational Health Engineer 53. Scheduler 56. Specifications Writer 57. Structural Engineer 60. Transportation (Traffic & Signal) Engineer 61. Value Engineer

Firm	Location	Total Score	Divisions of Work
Earth Systems, Inc	Palmdale, CA	129	No Award /Outside Competitive Range
Arrow Engineering Services, Inc.	Lancaster, CA	126	No Award /Outside Competitive Range
Converse Consultants	Palmdale, CA	111	No Award /Outside Competitive Range
Krazan & Associates, Inc.	Lancaster, CA	105	No Award /Outside Competitive Range
Smith-Emery Laboratories	Los Angeles, CA	104	No Award /Outside Competitive Range

The above listed firms yielded the highest scoring proposal for the disciplines they applied for and is being recommended for award by staff. In addition to their fair and reasonable pricing, these firms provided a superior solution for AVTA. It was obvious their experience with other agencies gave them a clear insight into our needs and requirements. Staff is confident that these firms will provide an excellent product for staff's future use.

Prepared by:

Submitted by:

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Lyle Block, CPPB  
 Procurement and Contracts Officer

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Len Engel  
 Executive Director/CEO



**DATE:** September 26, 2017

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Lease Agreement Between the Antelope Valley Transit Authority and Access Services.

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## **RECOMMENDATION**

That the Board of Directors authorize the Executive Director/CEO to execute a lease agreement (Attachment A) with Access Services for a three-year term, with lease options for an additional two years, to furnish office space for their eligibility contractor to provide onsite eligibility screening of their Antelope Valley clients.

## **FISCAL IMPACT**

No significant financial impact to AVTA. Rental for the property will be one dollar (\$1.00) annually, payable in advance on July 1st of each year during the term.

## **BACKGROUND**

As part of our effort to improve access and mobility services for our customers, AVTA staff initiated quarterly coordination meetings with Access Services to ensure AVTA was providing the maximum level of service options to our mutual clients. The first meeting was conducted March 27, 2017 with a subsequent meeting on June 29, 2017. These meetings highlighted the need to establish a new eligibility interview center in the Antelope Valley.

The AVTA offered space for conducting the eligibility interviews and provided several options for existing space at the AVTA facility. After an onsite review by Access Services staff, it was determined the best location would be the 756 square foot space that had been underutilized as a locker room. The space met all the needed requirements: main entrance ADA accessibility, interview privacy, etc. This action will provide the added benefit of demonstrating to the Federal Transportation Administration (FTA) reviewers, as a follow up to the 2017 Triennial Review, staff is committed to provide oversight with Access Services.

Prepared by:

Submitted by:

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Norman L. Hickling  
Chief Operating Officer

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Len Engel  
Executive Director/CEO

Attachment A: Proposed Lease Agreement



**LEASE AGREEMENT BETWEEN THE  
ANTELOPE VALLEY TRANSIT  
AUTHORITY AND ACCESS  
SERVICES**

THIS LEASE is made and executed this \_\_\_\_\_ day of \_\_\_\_\_ 2017, between ANTELOPE VALLEY TRANSIT AUTHORITY, a joint powers transportation agency ("LESSOR"), and ACCESS SERVICES, a California non-profit, public benefit corporation ("LESSEE").

1. **RECITALS.** This Lease is made with reference to the following facts and objectives:

A. WHEREAS, the Antelope Valley Transit Authority is a member agency of Access Services;

B. WHEREAS, Access contracts with MTM, INC. to provide eligibility screening of clients;

C. WHEREAS, the Antelope Valley Transit Authority has agreed to lease approximately 756 square feet of office space ("Space") to Access at the 42210 6th St. W., Lancaster, CA, 93534 and allow for usage of outdoor space;

D. WHEREAS, LESSOR agrees that LESSEE'S eligibility contractor, currently MTM, Inc., may during the term hereof occupy the Space to provide eligibility screening services on the behalf of the LESSEE;

E. NOW THEREFORE, in consideration of the mutual conditions, promises, and covenants herein contained, and subject to the terms, conditions and provisions hereof, the parties agree as follows:

2. **LEASE: DESCRIPTION OF SPACE AND PROPERTY.** LESSOR leases to LESSEE to use or its authorized eligibility contractor to use, on the terms and conditions of this Lease, the Space and related portions of real property identified in attached Exhibit "A" ("Property"), which is incorporated by reference together with the right in common with others to access the Space on and over Lessor's property on which the Space is located through parking, walkways, reception area, bathrooms and/or hallways provided for use in common with others as may be necessary and/appropriate to facilitate the intended use of the Space.

3. **RENT.** LESSEE agrees to pay to LESSOR as rental for the Property the sum of one dollar (\$1.00) annually, payable in advance on July 1st of each year during the term.

4. **TERM.** The term of this Lease is three (3) years with options to extend the term of the Lease for an additional two (2) years in one (1) year increments on the terms set forth herein and mutually agreed upon by both parties via written amendment to this agreement.

5. **USE OF SPACE.** Subject to the limitations listed below, LESSEE, or Lessee's authorized eligibility contractor, may use the Space exclusively and related rights of access in, over and along Lessor's Property in common with others for client eligibility screening. The Space and Property may not be used by Lessee or its eligibility contractor for any other purpose.

6. **UTILITIES.** LESSOR shall supply all utilities, including janitorial services, at no cost to the LESSEE.

7. **COMMUNICATION SERVICES.** LESSOR will supply, at no cost, two (2) digital phones for use by the LESSOR. Said phones shall be part of the LESSOR'S phone system and will allow for an external direct dial connection. Outbound phone usage shall be invoiced by the LESSOR to the LESSEE monthly. LESSOR will supply, at no cost, a high speed internet connection that the LESSEE can use for the LESSEE's or LESSEE's eligibility contractor's wireless network.

8. **LOBBY AREA.** LESSOR will allow clients for LESSEE'S eligibility screening to utilize the lobby area, in common with others, while waiting to be seen by the LESSEE or LESSEE's eligibility contractor or until they are picked up after the screening. LESSOR's staff will inform LESSEE or its eligibility contractor personnel when clients have arrived.

9. **HAZARDOUS WASTE.** LESSOR has not, nor, to LESSOR's knowledge, has any third party used, generated, stored, or disposed of, or permitted the use, generation, storage, or disposal of, any hazardous material (as defined below) on, under, or within the Property in violation of any law or regulation. LESSEE agrees that it will not use, generate, store, or dispose of any hazardous material (as defined below) on, under, or within the Property in violation of any law or regulation. LESSEE agrees to defend and indemnify LESSOR, as provided in this Lease, against any and all losses, liabilities, claims, and/or costs arising from any breach by LESSEE of any warranty or agreement contained in this section. As used in this section, "hazardous material" means any substance, chemical or waste that is identified as hazardous, toxic or dangerous in any applicable federal, state, or local law or regulation (including petroleum and asbestos).

10. **QUIET ENJOYMENT.** LESSOR agrees that LESSEE, upon making payments to be paid by LESSEE under the terms of this Agreement and upon observing and keeping the agreements and each of the covenants of this Lease will lawfully and quietly hold, occupy, and enjoy the Property during the term of this Lease.

11. **LESSOR'S LIMITED WARRANTY.** LESSOR warrants that it is under no disability, restriction or prohibition, whether contractual or otherwise, with respect to its right to execute this agreement and perform its terms and conditions and has the legal right, power and authority to grant all of the rights granted herein.

12. **TERMINATION.** This Lease may be terminated as follows:

A. At the expiration of the term;

B. Upon mutual written agreement between the parties;

C. At the end of one (1) month if either party gives one (1) months' notice to the other of its intent to terminate this Lease;

D. Upon the Property being condemned; or

E. Should LESSEE materially breach this Lease and fail to cure such breach within thirty (30) days of being notified by LESSOR regarding such breach to LESSOR's reasonable satisfaction.

13. **CONDITION OF PROPERTY UPON TERMINATION.** Upon termination of this Lease for any reason, LESSEE will vacate the Property and deliver it to LESSOR in good order and condition, damage by the elements, earthquake, and ordinary wear and tear excepted.

14. **SALE OR TRANSFER BY LESSOR.** Should LESSOR, at any time during the term of this Lease, sell, lease, transfer, or otherwise convey all or any part of the Property to any transferee other than LESSEE, then such transfer will be under and subject to this Lease and all of LESSEE's rights hereunder.

15. **CONDEMNATION.** If all or part of the Property is acquired by eminent domain or purchase in lieu thereof, LESSEE acknowledges that it will have no claim to any compensation awarded for the taking of the Property or any portion thereof or for loss of or damage to LESSEE's improvements.

16. **RELOCATION BENEFITS.** LESSEE acknowledges that it was informed that LESSOR is a public entity and that the Property was previously acquired by LESSOR for a public purpose. LESSEE further acknowledges that any rights acquired under this Lease arose after the date of acquisition of the Property and that said rights are subject to termination when the Property is needed by LESSOR. LESSEE acknowledges that at the time of any termination of this Lease, LESSEE will not be a "displaced person" entitled to any of the relocation assistance or benefits offered to displaced persons under state or federal law.

17. **NO PUBLIC PROJECT.** All rights given to LESSEE pursuant to this Lease are for LESSEE's use of the public property identified herein. Any trespass, use, or other utilization of private property by LESSEE is done at its own risk; LESSEE is not an agent of LESSOR and this Lease is not intended, nor should it be construed, to constitute a public project.

18. **FORCE MAJEURE.** Should performance of this Lease be prevented due to fire, flood, explosion, war, embargo, government action, civil or military authority, the natural elements, or other similar causes beyond the Parties' control, then it will immediately terminate without obligation of either party to the other.

19. **NO FIXTURES.** Improvements and facilities that currently exist, or may be constructed during the term of this Lease, will not constitute fixtures attached to the Property. Any such facilities may be removed by LESSEE upon termination of the Lease.

20. **ALTERATIONS, MECHANICS' LIENS.** Except as provided by this Lease, LESSEE will not make, or cause to be made, any alterations to the property, or any part thereof, without LESSOR's prior written consent. LESSEE will keep the property free from any liens arising out of any work performed, material furnished, or obligations incurred by LESSEE.

21. **ASSIGNMENT AND SUBLETTING.** Except as otherwise stated in the "Recitals" section, this Lease may not be assigned, transferred, or sublet by LESSEE, court order, or through any other means. Any such purported transfer will be null and void.

22. **HOLDOVER.** If LESSEE holds possession of the Property after the initial term, or any option, expires, with LESSOR's written consent, LESSEE will become a tenant from month-to-month at the agreed upon rental rate per month. Such tenancy will be subject to all of the terms and conditions of this Lease.

23. **INDEMNIFICATION.**

A. LESSEE indemnifies and holds LESSOR harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of this Lease, or its performance, except for LESSOR's sole active negligence. Should LESSOR be named in any suit, or should any claim be against it, by suit or otherwise, whether the same be groundless or not, arising out of this Lease, or its performance, pursuant to this Lease, LESSEE will defend LESSOR (at LESSOR's request and with counsel satisfactory to LESSOR) and will indemnify it for any judgment rendered against it or any sums paid out in settlement or otherwise.

B. For purposes of this section "LESSOR" includes LESSOR's Board Members, officers, officials, employees, agents, representatives, and volunteers.

C. LESSEE expressly agrees that this hold harmless and indemnification provision is intended to be as broad and inclusive as is permitted by the law of the State of California and that if any portion is held invalid, it is agreed that the balance will, notwithstanding, continue in full legal force and effect.

D. It is expressly understood and agreed that the foregoing provisions will survive termination of this Lease.

E. The requirements as to the types and limits of insurance coverage to be maintained by LESSEE as required by Section 25 below, and any approval of such insurance by LESSOR, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by LESSEE pursuant to this Lease, including but not limited to the provisions concerning indemnification.

24. **INSURANCE.** LESSEE must procure and maintain insurance of the type, for the period, with the coverages and limits, and in accordance with the terms, conditions, and requirements that follow:

A. LESSEE will provide Commercial General Liability, Broad Form General Liability, and Business Automobile Liability insurance that meet or exceed the requirement of ISO Forms GL0002, GL0404 and CA0001, Code 1, respectively, in the most current State of California approved forms, in connection with LESSEE's performance in the amount of not less than \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage for each policy coverage.

B. Commercial General Liability, Broad Form General Liability and Business Automobile Liability policies required in this Lease will be endorsed to name LESSOR, its Board Members, officials, volunteers, and employees as "additional insureds" under said insurance coverage, to state that such insurance will be deemed "primary" such that any other insurance that may be carried by LESSOR will be excess thereto, and to state that the policy(ies) will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to LESSOR.

C. LESSEE will furnish to LESSOR a certificate of insurance, in the standard form required by LESSOR, duly authenticated, evidencing maintenance of the insurance required under this Lease and such other evidence of insurance or copies of policies as may be reasonably required by LESSOR from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII."

25. **COMPLIANCE WITH LAW.** LESSEE will, at its sole cost and expense, comply with all of the requirements of all federal, state, and local authorities now in force, or which may hereafter be in force, pertaining to the Property and will faithfully observe in the use of the Property all applicable laws. The judgment of any court of competent jurisdiction that LESSEE has violated any such ordinance or statute in the use of the Property will be conclusive of that fact as between LESSOR and LESSEE.

26. **WAIVER OF BREACH.** Any express or implied waiver of a breach of any term of this Lease will not constitute a waiver of any further breach of the same or other term of this Lease.

27. **INSOLVENCY; RECEIVER.** Either the appointment of a receiver to take possession of all or substantially all of the assets of LESSEE, or a general assignment by LESSEE for the benefit of creditors, or any action taken or offered by LESSEE under any insolvency or bankruptcy action, will constitute a breach of this Lease by LESSEE, and in such event this Lease will automatically cease and terminate.

28. **NOTICES.** Except as otherwise expressly provided by law, all notices or other communications required or permitted by this Lease or by law to be served on or given to either party to this Lease by the other party will be in writing and will be deemed served when personally delivered to the party to whom they are directed, or in lieu of the personal service, upon deposit in the United States mail, certified or registered mail, return receipt requested, postage prepaid, addressed to:

LESSEE at: Access Services  
Attn: F Scott Jewell, Director of Administration  
PO Box 5728  
El Monte, CA 91734

LESSOR at: Antelope Valley Transit Authority  
Attn: Norm Hickling, Chief Operating Officer  
42210 6th St. W.  
Lancaster, CA, 93534

Either party may change its address for the purpose of this Section by giving written notice of the change to the other party.

29. **ACCEPTANCE OF FACSIMILE SIGNATURES.** The Parties agree that agreements ancillary to this Lease and related documents to be entered into in connection with this Lease will be considered signed when the signature of a party is delivered by facsimile transmission. Such facsimile signature will be treated in all respects as having the same effect as an original signature.

30. **GOVERNING LAW.** This Lease has been made in and will be construed in accordance with the laws of the State of California and exclusive venue for any action involving this Lease will be in Los Angeles County.

31. **PARTIAL INVALIDITY.** Should any provision of this Lease be held by a court of competent jurisdiction to be either invalid or unenforceable, the remaining provisions of this Lease will remain in effect, unimpaired by the holding.

32. **INTEGRATION.** This instrument and its attachments constitute the sole agreement between LESSOR and LESSEE respecting the Property, the use of the Property by LESSEE, and the specified term, and correctly sets forth the obligations of LESSOR and LESSEE. Any Lease or representations respecting the Property or its licensing by LESSOR to LESSEE not expressly set forth in this instrument are void. There is/are \_\_\_\_ ( \_\_\_ ) attachment(s) to this Lease.

33. **CONSTRUCTION.** The language of each part of this Lease will be construed simply and according to its fair meaning, and this Lease will never be construed either for or against either party.

34. **AUTHORITY/MODIFICATION.** The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Lease and to engage in the actions described herein. This Lease may be modified by written amendment. LESSOR's Executive Director, or designee, may execute any such amendment on behalf of LESSOR.

35. **COUNTERPARTS.** This Lease may be executed in any number or counterparts, each of which will be an original, but all of which together will constitute one instrument executed on the same date.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this contract the day and year first hereinabove written.

**FOR LESSEE:**

ANDRE COLAIACE, EXECUTIVE DIRECTOR

By: \_\_\_\_\_  
Executive Director, Access Services

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

JAMES G. JONES, GENERAL COUNSEL

By: \_\_\_\_\_  
General Counsel, Access Services

Date: \_\_\_\_\_

**FOR ANTELOPE VALLEY TRANSIT AUTHORITY:**

LEN ENGEL, EXECUTIVE DIRECTOR/CEO

By: \_\_\_\_\_  
Executive Director/CEO

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

ALLISON BURNS, AVTA ATTORNEY

By: \_\_\_\_\_  
AVTA Attorney

Date: \_\_\_\_\_