



Regular Meeting of the Board of Directors

Tuesday, January 23, 2018

10:00 a.m.

Antelope Valley Transit Authority Community Room
42210 6th Street West, Lancaster, California
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 RECOGNITION OF AVTA EMPLOYEE OF THE SECOND QUARTER (SEPTEMBER 1 – DECEMBER 31, 2017) – NORM HICKLING

SRP 2 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR DECEMBER 2017 – HECTOR FUENTES, TRANSDEV

SRP 3 PRESENTATION TO TRANSDEV OPERATOR ROSELIN JONES FOR GOING ABOVE AND BEYOND TO ASSIST A PASSENGER DURING A TIME OF NEED – NORM HICKLING

SRP 4 LEGISLATIVE REPORT FOR JANUARY 2018 – JUDY FRY

CONSENT CALENDAR (CC): Items 1 through 7 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 NOVEMBER 28, 2017 – KAREN DARR

Recommended Action: Approve the Board of Directors Regular Meeting Minutes of November 28, 2017.

CC 2 FINANCIAL REPORTS FOR NOVEMBER AND DECEMBER 2017 – COLBY KONISEK

Recommended Action: Receive and file the Fiscal Year-to-Date Budget versus Actual report dated November 30, 2017; the Interim, unaudited Financial Statements for the five months ended November 30, 2017; the Treasurer's Report and Cash Flow Projection for the month ended November 30, 2017; the Payroll History Report for the three months ended December 31, 2017; and the Cash Disbursements Report for the months ended November 30, 2017 and December 31, 2017.

CC 3 FY18 SECOND QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (OCTOBER 1 – DECEMBER 31, 2017) – KELLY MILLER

Recommended Action: Receive and file the FY18 Second Quarter LASD report for the period covering October 1 through December 31, 2017.

CC 4 RESOLUTION NO. 2018-001, ADOPTING THE AMENDED CONFLICT OF INTEREST AND DISCLOSURE CODE – KAREN DARR

Recommended Action: Adopt Resolution No. 2018-001, a Resolution of the Board of Directors of the Antelope Valley Transit Authority adopting the amended Conflict of Interest and Disclosure Code and rescinding in its entirety the current Conflict of Interest Code adopted by Resolution No. 2016-005.

CC 5 RESOLUTION NO. 2018-002, AUTHORIZING THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM – JUDY FRY

Recommended Action: Adopt Resolution No. 2018-002, a Resolution of the Board of Directors of the Antelope Valley Transit Authority authorizing the execution of the certifications and assurances for the California State of Good Repair program.

CC 6 PROPOSED LEGISLATIVE PRINCIPLES FOR 2018 – LEN ENGEL

Recommended Action: Approve the Proposed 2018 Legislative Principles.

CC 7 RESOLUTION NO. 2018-003, TRANSFERRING EIGHTEEN LOCAL TRANSIT BUSES TO MEMPHIS AREA TRANSIT AUTHORITY (MATA) – MARK PERRY

Recommended Action: 1) Adopt Resolution No. 2018-003, a Resolution for signature authorizing the transfer of eighteen (18) local transit buses to Memphis Area Transit Authority (MATA); and 2) authorize the Executive Director/CEO to execute an agreement to transfer eighteen (18) local transit buses that have not reached their useful life benchmark to another federal grantee, Memphis Area Transit Authority (MATA).

CONTINUED BUSINESS (CB):

- CB 1 CONTRACT EXTENSION FOR CONTRACT #2011-032 FOR FIXED ROUTE TRANSIT OPERATIONS AND MAINTENANCE SERVICES – LEN ENGEL

Recommended Action: Authorize the Executive Director/CEO to negotiate and execute a two-year extension to Contract #2011-032 for fixed route operations and maintenance services with Transdev effective January 1, 2018.

- CB 2 VANPOOL PROGRAM OPTIONS – JIM MOORE

Recommended Action: (1) Approve a 36-month lease of ten (10) Chrysler Pacifica hybrid vans; (2) authorize staff to focus on Edwards Air Force Base (EAFB) for the initial phase of the vanpool operation; and (3) authorize staff to work with Mojave Air & SpacePort management to identify appropriate funding to support public transportation linking the Mojave Air & SpacePort and Lancaster/Palmdale.

NEW BUSINESS (NB):

- NB 1 ANNUAL REVIEW OF AVTA'S EQUAL EMPLOYMENT OPPORTUNITY (EEO) STATEMENT POLICY AND TRANSDEV'S EEO PLAN – NORM HICKLING

Recommended Action: Review, update, and reaffirm AVTA's EEO Statement Policy and Transdev's EEO Plan.

- NB 2 UPGRADE BUS WI-FI WITH FLUIDIUM CONCEPTS AND OPENMATICS – MARK PERRY

Recommended Action: Authorize the Executive Director/CEO to execute an agreement to upgrade current Wi-Fi services and enter into a four (4) year agreement with Fluidium Concepts LLC and Openmatics.

- NB 3 MEMORANDUM OF UNDERSTANDING (MOU) FUNDING AMENDMENTS, CHANGE ORDERS AND SERVICE AGREEMENTS FOR AVTA/CALTRANS' JOINT ADA CONSTRUCTION PROJECT LOCATED AT 35TH ST. E. AND PALMDALE BLVD. (HWY 138) – NORM HICKLING

Recommended Action: Authorize the Executive Director/CEO to execute the MOU funding amendments, contract change orders and service agreements for the AVTA/Caltrans' Joint ADA Construction Project located at 35th St. E. and Palmdale Blvd. (HWY 138).

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)
- CS 4 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)
Consideration of initiation of litigation (one potential case)
- CS 5 Public Employee Performance Evaluation – Pursuant to Government Code Sections 54954.5 (e) and 54957(b))
Title: Executive Director/CEO

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 Regular Meeting of the Board of Directors on February 27, 2018 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

The agenda was posted by 5:00 p.m. on January 18, 2018 at the entrance to the Antelope Valley Transit Authority, 42210 6th 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 6th Street West, Lancaster or by contacting the Clerk of the Board at (661) 729-2206.

Legislative Update

Presentation to AVTA Board of Directors
January 23, 2018



FEDERAL





Federal Update

Rep. Bill Shuster (R-PA), Chairman of House Transportation and Infrastructure Committee for five years, announced he will not seek re-election in November, ending his congressional career after nine terms.



FY18 Federal Budget

The House Rules Committee will convene a hearing later this month on whether to reinstate the congressionally-directed project designations known as “earmarks.”

Earmarks were officially banned in 2011, but many members of Congress, led by Rep Tom Rooney (R-FL), have been in favor of allowing Members to sponsor project earmarks in limited circumstances.



FY18 Federal Budget

On Thursday January 18, the House approved a stopgap measure to keep the government open.

The final vote was 230-197, with six Democrats voting for the measure and 11 Republicans voting against it.

The drama shifted to the Senate Friday night where 44 of 49 Democrats and 5 of 50 Republicans voted against passage of the Continuing Resolution.

Monday afternoon the Senate voted to turn the lights back on vowing to work together in the future – I remain skeptical. Again “no” votes came from both Democrats and Republicans. Senator McCain was absent due to his illness. The CR goes through February 8 – they just can seem to get it right.

STATE



State Budget

On January 10, 2018, Governor Brown released his proposed FY19 Budget. At \$190.3 billion, the proposed budget is \$9.2 billion larger than last year's.

Grows the state's rainy-day fund to \$13.5 billion.

Reduces the state's debt to \$6 billion, down from \$35 billion in 2011.

Represents the first full year of new revenues from SB 1.



State Budget

Absent from this year's proposed budget is a Cap and Trade Expenditure Plan, expected to be released later this month as part of the Governor's annual State of the State Address.

The Department of Finance estimates:

- LCTOP will receive \$115-120 million
- TIRCP will receive \$230-240 million



Questions?





Regular Meeting of the Board of Directors

Tuesday, November 28, 2017

10:00 a.m.

Antelope Valley Transit Authority Community Room
42210 6th Street West, Lancaster, California
www.avta.com

UNOFFICIAL MINUTES

CALL TO ORDER

Chairman Crist called the meeting to order at 10:02 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 Continued Business 1 - Contract Extension for Contract #2011-032 with Transdev, Inc. for Fixed Route Transit Operations and Maintenance Services.

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

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

Michael Rives – Thanked AVTA for lowering the age of a senior passenger to 62 years of age or older. He suggested creating a subcommittee of the Transit Advisory Committee to oversee funds received from the fuel tax and LA Metro. Chairman Crist responded that any funds the Authority would receive are earmarked for the electric bus project and possibly operator wages.

SRP 1 RECOGNITION OF TRANSDEV OPERATOR LATASHA GILLESPIE FOR HER COURAGE AND HEROISM IN PREVENTING A POSSIBLE CHILD ABDUCTION ON NOVEMBER 5, 2017

Norm Hickling, Chief Operating Officer, presented Ms. Gillespie with an award and certificates of recognition from the cities of Lancaster and Palmdale, and the County of Los Angeles for her courage and heroism in preventing a possible child abduction.

Ms. Gillespie expressed her sincere appreciation to the Board and staff for recognizing her. Tamela Williams, mother of the child, expressed her gratitude to Ms. Gillespie for her assistance on November 5th and thanked the Board and staff for acknowledging Ms. Gillespie at the meeting.

SRP 2 RECOGNITION OF BRIAN KUHN FOR HIS SERVICE AS AN AVTA TRANSIT ADVISORY COMMITTEE MEMBER FOR THE CITY OF PALMDALE

Len Engel, Executive Director/CEO, presented a plaque to Brian Kuhn in recognition of his dedicated service as a Transit Advisory Committee member.

SRP 3 RECOGNITION OF TROLIS NIEBLA FOR HIS SERVICE AS AN AVTA TRANSIT ADVISORY COMMITTEE MEMBER FOR THE CITY OF LANCASTER

Len Engel, Executive Director/CEO, presented a plaque to Trolis Niebla in recognition of his dedicated service as a Transit Advisory Committee member.

SRP 4 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR OCTOBER 2017

Mike Sorensen, Transdev Operations Manager, stated that the Employee of the Month was Joe Borsotti and the Operator of the Month was Brenda Jones. However, neither staff member was able to attend the meeting. Mr. Sorensen requested that the recognitions occur at the January 23, 2018 Board meeting.

SRP 5 LEGISLATIVE REPORT FOR NOVEMBER 2017

Judy Fry, Grants Administrator, presented an update regarding the Fiscal Year 2018 Federal Budget and Appropriations, Senate Bill 1 Repeal Initiative, and the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP).

Mr. Engel clarified that the Senate version of the comprehensive tax reform bill will be heard in committee on November 28, 2017; therefore, there is still a question whether the debate will occur November 29, 2017.

SRP 6 FISCAL YEAR 2017/2018 (FY18) FIRST QUARTER MAINTENANCE KEY PERFORMANCE INDICATORS (KPI) REPORT (JULY 1 – SEPTEMBER 30, 2017)

Mark Perry, Director of Fleet and Facilities, presented the Maintenance KPI report. The Board discussed fuel hedging, the HAM System, types of issues with the electric buses, and whether having the K-11 buses in service qualifies as an expansion.

Mr. Perry requested that staff delay presenting the maintenance KPIs until the first quarter of fiscal year 2019 when there are more electric buses in service to compare. Chairman Crist directed Mr. Perry to present the information at the Board briefings; the Board Members will direct him whether the information should be included on the agenda.

SRP 7 FY18 FIRST QUARTER SYSTEM-WIDE KPI REPORT (JULY 1 – SEPTEMBER 30, 2017)

Norm Hickling, Chief Operating Officer, presented the System-wide KPI report.

The Board discussed boardings, cost per vehicle service hour, farebox recovery ratio, Metrolink's impact on service, and having a Board member represent the AVTA on Metrolink's Board. Mr. Engel was directed to draft a letter for the Chairman's signature to Supervisor Barger requesting that AVTA have a representative on Metrolink's Board.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF OCTOBER 18 AND OCTOBER 24, 2017

Approve the Board of Directors Regular Meeting Minutes of October 18 and October 24, 2017.

CC 2 FINANCIAL REPORTS FOR SEPTEMBER AND OCTOBER 2017

Receive and file the financial reports for September and October 2017.

CC 3 FY18 FIRST QUARTER CAPITAL RESERVE REPORT (JULY 1 – SEPTEMBER 30, 2017)

Receive and file the FY18 First Quarter Capital Reserve Report for the period covering July 1 through September 30, 2017.

CC 4 GRANT STATUS REPORT THROUGH OCTOBER 30, 2017

Receive and file the Grant Status Report through October 30, 2017.

CC 5 REDEFINE AGE REQUIREMENT OF A SENIOR PASSENGER FROM 65 YEARS OF AGE OR OLDER TO 62 YEARS OF AGE OR OLDER

Adopt Resolution No. 2017-007, a Resolution of the Board of Directors of the Antelope Valley Transit Authority, redefining the age requirement of a senior passenger from 65 years of age or older to 62 years of age or older.

Motion: Approve the Consent Calendar.

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

NEW BUSINESS (NB):

NB 1 DRAFT AUDITED FINANCIAL STATEMENTS WITHIN THE COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AND SINGLE AUDIT OF FEDERAL AWARDS FOR THE YEAR ENDED JUNE 30, 2017

Colby Konisek, Chief Financial Officer, introduced Tom Huey, partner at Windes, Inc., AVTA's external audit firm. Mr. Huey presented the results of the draft audited financial statements and single audit of federal awards for the year ended June 30, 2017. Based on the audit results, there were no material weaknesses noted in the internal control structure or material adjustments detected. The Board briefly discussed the operating and capital grants and contributions.

Motion: Approve the Draft CAFR and Single Audit Report of Federal Awards for the year ended June 30, 2017.

Moved by Director Bishop, seconded by Vice Chair Knippel

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

NB 2 AWARD CONTRACT #2018-05 TO RALLY AUTO GROUP, INC. FOR THREE REPLACEMENT FULL-SIZED LOW ROOF PASSENGER VANS

The Board waived the presentation of the staff report. The Board discussed the bid process and applauded staff's efforts to encourage bid submittals from local vendors.

Motion: Authorize the Executive Director/CEO to execute Contract #2018-05 for three replacement full-sized low roof passenger vans to Rally Auto Group, Inc., Palmdale, CA, for the amount of \$88,548.35, plus applicable sales tax.

Moved by Director Bishop, 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

CONTINUED BUSINESS (CB):

CB 2 VANPOOL PROJECT OPTIONS

Jim Moore, Planning Consultant with Moore and Associates, presented the staff report. The Board discussed performing the service in-house versus using an outside vendor and a possible partnership with the Antelope Valley Air Quality Management District. The Board directed staff to provide the advantages and disadvantages of contracting with a vendor versus performing the service in-house at the January 23, 2018 meeting.

Motion: Authorize the Executive Director/CEO to develop a proposed budget and administrative framework for a vanpool/carpool/carshare operation as instructed.

Moved by Director Bishop, seconded by Vice Chair Knippel

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:

- 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)
- CS 4 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(D)(4)
Consideration of initiation of litigation (one potential case)
- CS 5 Public Employee Performance Evaluation – Pursuant to Government Code Sections 54954.5 (e) and 54957(b))
Title: Executive Director/CEO

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 11:19 a.m.

RECONVENE TO PUBLIC SESSION

The Board reconvened to Public Session at 11:38 a.m.

Director Flanagan left the meeting at 11:30 a.m.

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

General Counsel Burns stated the Board discussed CS 1 (Marsh vs. AVTA), CS 3 and CS 5 and provided direction to legal counsel and staff. There was no reportable action.

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO Len Engel

- Attending the California Energy Commission’s Vehicle-to-Grid Integration Workshop in Sacramento December 4 and 5, 2017.
- The Welcome Back Open House on November 25, 2017 was a success. The number of pass sales doubled in November compared to October’s pass sales.
- His op-ed article appeared in the Antelope Valley Press on November 19, 2017.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

There were no miscellaneous business items presented.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:40 a.m. to the next Regular Meeting of the Board of Directors on January 23, 2018 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 23rd day of JANUARY, 2018

Marvin Crist, Chairman

ATTEST:

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: January 23, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Financial Reports for November and December 2017

RECOMMENDATION

That the Board of Directors receive and file the following Financial Reports for November and December, 2017:

Fiscal Year-to-Date Budget versus Actual report dated November 30, 2017 (Attachment A); Interim, unaudited Financial Statements for the five months ended November 30, 2017 (Attachment B); Treasurer's Report and Cash Flow Projection for the month ended November 30, 2017 (Attachment C); Payroll History Report for the three months ended December 31, 2017 (Attachment D); Cash Disbursements Reports for the months ended November 30, 2017 and December 31, 2017 (Attachments E.1 and E.2, respectively).

FISCAL IMPACT

Payroll: The December payroll of \$228,935 is higher than the trailing 6 month average for payroll expense by \$ 3,507 or 1.53%.

Cash Disbursements: \$1,816,560 for November, 2017
\$2,418,953 for December 2017

Interim, Financial Statements (accrual basis): Change in Net Position: \$4,347,677, which includes YTD depreciation expense of \$1,669,340.

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 December 2017, exclusive of benefits, payroll taxes and service charges, is shown below.

Payroll Period	Amount	Journal #
12/09/17	\$103,777.68	PYPKT01027
12/21/17	\$25,348.48	PYPKT01033
12/23/17	\$99,808.38	PYPKT01035
Gross Pay, December 2017	\$228,934.54	

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

Register Date	Amount
12/01/17–12/31/17	\$2,418,953

Large items include:

Transdev, Inc. (November, 2017)	1,192,945
Pinnacle Petroleum (fuel – November/December 2017)	160,674
IntelliRide (Dial-A-Ride services for November, 2017)	111,745
R.C. Becker and Son, Inc. – CalTrans Project (Bus Stop Improve.)	52,690
Taft Electric Company – depot charging infrastructure	509,619
Medallion Contracting Inc. – New count room construction	36,675
Remix Software Inc. – Blocking/Run Cutting Software	64,000
CalStart – Program Management consultant – TIRCP#1	27,911
Southern California Edison – Annual True-Up/Usage	40,407
California Choice (group health insurance – January 2018)	32,091
Total of large item selection	\$2,228,757

These items comprise 92.1% of total expenditures for the month.

Operating Cash

Major cash components as of November 30, 2017:

Cash per general ledger	\$23,699,487
Less restricted funds	(21,947,002)
Projected net cash inflows/(outflows) for the following month	3,671,054
Projected cash available for operations in the following month	\$5,423,539

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 November, 2017.

Operating income/(loss) (net of depreciation) was unfavorable to budget (\$342K).

Revenues were unfavorable to budget by (\$1,236).

Timing differences: Fare revenue less than budget; timing differences for FTA expected to catch up in February-March.

Expenses were favorable to budget by \$894K.

Operating contract categories, fuel, and general and administrative expenses were less than budget. Timing differences: IT maintenance & software, wages & benefits were less than budget.

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

Prepared by:

Submitted by:

Colby Konisek
Chief Financial Officer

Len Engel
Executive Director/CEO

Attachments:

A – Budget versus Actual Report as of YTD November 30, 2017

B – Interim Financial Statements for the five months ended November 30, 2017

C – Treasurer’s Report and Cash Flow Projection for the month of November, 2017

D – Payroll History Report for the three months ended December 31, 2017

E – Cash Disbursements Report for the months ended November and December, 2017

ANTELOPE VALLEY TRANSIT AUTHORITY
BUDGET VS. ACTUALS - OPERATING INCOME STATEMENT
For the 5 months ended 11/30/2017

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
REVENUE			
FARE REVENUE	2,291,667	2,092,047	(199,620)
MTA FUNDS	4,204,973	4,534,557	329,584
FTA FUNDS	2,739,584	1,543,469	(1,196,115)
JURISDICTIONAL CONTRIBUTIONS	1,631,694	1,390,941	(240,753)
OTHER REVENUE	60,916	131,378	70,462
TOTAL REVENUE	10,928,834	9,692,392	(1,236,441)
EXPENSES			
CONTRACT SERVICES	6,704,374	6,482,306	222,068
FUEL & ELECTRICITY FOR OPERATIONS	962,310	926,833	35,477
OTHER OPERATING EXPENSES	169,070	134,571	34,498
WAGES	1,083,595	1,080,401	3,195
BENEFITS	411,015	367,357	43,657
LEGAL	66,911	46,444	20,468
CONSULTING	45,430	80,572	(35,142)
ADVOCACY	110,265	106,622	3,643
TRAVEL	43,806	40,511	3,295
IT MAINTENANCE & LICENSES	167,146	83,649	83,497
UTILITIES	52,082	64,259	(12,178)
GENERAL & ADMINISTRATION EPXENSES	903,082	411,442	491,640
TOTAL EXPENSES	10,719,086	9,824,968	894,118
OPERATING INCOME/(LOSS)	209,748	(132,576)	(342,323)

ANTELOPE VALLEY TRANSIT AUTHORITY
EXPENDITURES BY DEPARTMENT
For the 5 months ended 11/30/2017

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
TOTAL REVENUE	10,928,834	9,692,392	(1,236,441)
EXPENDITURES BY DEPARTMENT			
EXECUTIVE SERVICES	902,009	827,280	74,729
OPERATIONS & MAINTENANCE	8,440,375	8,109,843	330,531
FINANCE	551,843	579,341	(27,499)
CUSTOMER SERVICE	362,509	308,503	54,006
ALLOCATIONS	462,350	0	462,350
TOTAL EXPENSES	10,719,086	9,824,968	894,118
OPERATING INCOME/(LOSS)	209,748	(132,576)	(342,323)

ANTELOPE VALLEY TRANSIT AUTHORITY
VARIANCES BY DEPARTMENT
For the 5 months ended 11/30/2017

DEPARTMENT	T/P	COMMENTS (\$000's)
REVENUE	P	Fare Revenue (\$200)
	T	Operating Contributions (\$241)
	T	Advertising Revenue\$34
	T	MTA Revenues \$330
	T	5307 Funds (PM & Operating Support) (\$1196)
EXECUTIVE SERVICES	T	Wages & Benefits \$29
	T	Legal \$20
	T	Marketing \$31
	T	Website Maintenance\$17
	T	Memberships \$15
	T	Consulting (\$35)
OPERATIONS & MAINTENANCE	T	Professional Development \$17
	T	Wages & Benefits (\$29)
	T	Contract Services (Transdev/IntelliRide) \$222
	T	Fossil Fuel for Fleet Operations \$35
	T	I.T. Categories (incl Software Licensing) \$83
FINANCE	T	Utilities (\$12)
	T	Grantable PM & Operating Support\$31
	T	Wages & Benefits (\$25)
CUSTOMER SERVICE	T	Wages & Benefits \$60
ALLOCATIONS (NET OF DEPRECIATION)	T	Employer Benefits & GASB Adjustments \$462

P = Permanent difference
T = Timing difference



STATEMENT OF NET POSITION

	<u>As of</u> <u>November 30, 2017</u>	<u>As of</u> <u>November 30, 2016</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 23,699,487	\$ 19,483,458
Due from other governments	4,442,684	5,555,175
Other receivables	85,988	819,281
Inventory	282,354	262,453
Prepaid items	271,716	213,811
Total Current Assets	28,782,228	26,334,177
NONCURRENT ASSETS		
Capital assets, net of depreciation	53,223,190	49,526,491
Total Assets	82,005,418	75,860,668
DEFERRED OUTFLOWS OF RESOURCES		
Pension plan contributions	888,674	626,044
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES		
Accounts payable	1,664,643	1,698,446
Accrued payroll and related	(0)	72,743
Compensated absences	362,906	404,747
Deferred Revenue - Prop 1B	2,395,496	1,195,462
Other Liabilities	242,637	398,079
Total Current Liabilities	4,665,682	3,769,477
NONCURRENT LIABILITIES		
Net pension plan liability	880,874	629,016
Total Liabilities	5,546,556	4,398,493
Deferred inflows of resources		
Net pension plan assumption differences	142,398	296,364
Unearned Revenue	262,141	207,665
Total deferred inflows of resources	404,539	504,029
NET POSITION		
Invested in Capital Assets	53,223,190	49,526,491
Restricted for Capital Acquisition	6,367,776	5,388,215
Unrestricted	17,352,031	16,669,484
Total Net Assets	\$ 76,942,997	\$ 71,584,191



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

	For the 5 Months ending November 30, 2017	For the 5 Months ending November 30, 2016
OPERATING REVENUES		
Charges for services:		
Passenger fares	\$ 2,092,047	\$ 2,136,654
Total operating revenues	<u>2,092,047</u>	<u>2,136,654</u>
OPERATING EXPENSES		
Purchased transportation services:		
Outside transit contract	6,482,306	6,387,425
Fuel	892,913	755,392
Other operating costs	372,704	386,135
General and administrative	2,077,044	2,181,312
Total operating expenses, net of depreciation	<u>9,824,968</u>	<u>9,710,264</u>
Operating gain/(loss), net of depreciation	(7,732,921)	(7,573,610)
Depreciation	1,669,340	1,668,119
Total operating expenses	<u>11,494,307</u>	<u>11,378,383</u>
Operating gain/(loss)	<u>(9,402,260)</u>	<u>(9,241,728)</u>
NONOPERATING REVENUES/(EXPENSES)		
Interest Income	24,085	9,141
Local grants - MTA	4,534,557	3,592,355
Federal non-capital grants	1,543,469	2,032,239
Member agency contributions	1,390,941	1,385,765
Grantable expenses	(533,201)	(666,856)
Gain/(Loss) on sale of capital assets	-	122,149
Other	107,293	96,069
Total nonoperating revenues and expenses	<u>7,067,144</u>	<u>6,570,863</u>
Gain/(Loss) before capital contributions	<u>(2,335,116)</u>	<u>(2,670,865)</u>
CAPITAL CONTRIBUTIONS		
Capital grants	6,452,347	415,072
Member agency contributions	230,447	206,503
Total capital contributions	<u>6,682,794</u>	<u>621,575</u>
CHANGE IN NET POSITION	4,347,677	(2,049,291)
NET POSITON, BEGINNING OF PERIOD	<u>72,595,321</u>	<u>73,633,482</u>
NET POSITION, END OF PERIOD	<u>\$ 76,942,997</u>	<u>\$ 71,584,191</u>

**STATEMENT OF CASH FLOWS**

	For the 5 Months ending November 30, 2017	For the 5 Months ending November 30, 2016
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from customers	2,092,047	2,136,654
Non-operating miscellaneous revenue received	107,293	96,069
Cash payments to suppliers for goods and services	(8,016,675)	(9,516,992)
Cash payments to employees for services	(1,550,984)	(1,466,530)
Net cash used in operating activities	<u>(7,368,320)</u>	<u>(8,750,798)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Operating grants received	3,397,243	5,201,469
Contributions received from member agencies	1,580,350	1,593,452
Net cash provided by non-capital financing activities	<u>4,977,593</u>	<u>6,794,921</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Acquisition of capital assets	-	(4,765)
Proceeds received from sale of capital assets	-	122,149
Capital grants received	6,631,291	2,035,574
Capital expenses	(533,201)	(666,856)
Capital contributions received from member agencies	230,447	206,503
Net cash used in capital and related financing activities	<u>6,328,537</u>	<u>1,692,604</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest received	24,085	9,141
Net cash provided by investing activities:	<u>24,085</u>	<u>9,141</u>
Net increase/(decrease) in cash and cash equivalents	3,961,896	(254,132)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>19,737,590</u>	<u>19,737,590</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>23,699,487</u></u>	<u><u>19,483,458</u></u>



STATEMENT OF CASH FLOWS

	For the 5 Months ending November 30, 2017	For the 5 Months ending November 30, 2016
Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):		
Operating Loss	(9,402,260)	(9,241,728)
Adjustments to Net Cash used in Operating Activities		
Depreciation	1,669,340	1,668,119
Miscellaneous income	107,293	96,069
(Increase) decrease in other receivables	4,170	(293,365)
(Increase) decrease in inventory	-	-
(Increase) decrease in prepaid items	35,129	19,514
(Increase) decrease in deferred outflows of resources	-	-
Increase (decrease) in accounts payable	(93,751)	(1,206,190)
Increase (decrease) in due to Federal Transit Administration	-	-
Increase (decrease) in accrued payroll	(110,039)	(2,321)
Increase (decrease) in compensated absences payable	(5,052)	-
Increase (decrease) in other liabilities	382,570	229,297
Increase (decrease) in deferred revenue/(Prop 1B)	-	-
Increase (decrease) in net pension liability	-	-
Increase (decrease) in deferred inflows of resources	44,283	(20,193)
Net Cash used in operating activities	<u>(7,368,320)</u>	<u>(8,750,798)</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 November 31, 2017

Investment Type	Description	Beginning Balance	Deposits	Disbursements	Interest	Ending Balance
Cash and Investments Under the Direction of the Treasurer						
Local Agency Investment Fund (LAIF) - Capital Reserve (Interest earned quarterly)		\$6,381,440	\$0	\$0	\$0	\$6,381,440
Proposition 1B Restricted Fund* (Interest earned for the month)		2,403,401	(7)	0	107	2,403,501
Union Bank - LCTOP		159,546	0	0	7	159,553
* Deferred revenue, recorded as liability until associated expense incurred.						
TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS		8,944,388	(7)	-	113	8,944,494
Wells Fargo - Staging		255	0	10	0	245
Wells Fargo - Operating Reserves - CD's		1,247,863	0	0	0	1,247,863
Wells Fargo - Money Market Fund		1,554,400	0	0	0	1,554,400
TOTAL OPERATING RESERVE & INVESTMENTS		2,802,518	-	10	-	2,802,508
General, Payroll & Payable Accounts		12,297,978				
Union Bank Operating Accounts Analysis						
	Cash Fares & Related Inflows		510,685			
	MTA (FAP)		1,266,429			
	Other Revenue Sources		57,241			
	Payroll Expense			341,065		
	Trade Payable Payments			1,838,062		
	Bank Fees			1,471		
	Net Operating Funds	12,297,978	1,834,355	2,180,598	0	11,951,735
	Petty Cash Balance	750	-	-	-	750
TOTAL CASH AND INVESTMENTS		\$24,045,633	\$1,834,348	\$2,180,608	\$113	\$23,699,487

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 November 31, 2017

Descriptions	\$ Subtotal	\$ Total
Balance fom the Report		\$ 23,699,487
Less Restricted Funds		
Capital Reserve (LAIF)		(6,381,440)
Proposition 1B/LCTOP (Deferred Revenue)		(2,563,054)
Operating Reserve (Wells Fargo)		(1,248,108)
Investments (Wells Fargo)		(1,554,400)
Reserve for BYD Bus Deliveries		(4,000,000)
Restricted for Operations		(6,200,000)
RESTRICTED CASH		(21,947,002)
UNRESTRICTED CASH		\$ 1,752,485

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

Add Accounts receivable:

FTA Funds	\$ 2,883,549	
MTA Revenue	1,341,158	
Pass Sales	85,988	
Other	0	
	4,310,695	4,310,695

Less Payables & Payroll:

Accounts Payable & Accrued Invoices	(438,533)	
Payroll & Related	(201,109)	
	(639,641)	(639,641)

NET INFLOW/(OUT FLOW) OF CASH --- A/R, A/P **3,671,054**

PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS: **\$ 5,423,539**

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

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

**ANTELOPE VALLEY TRANSIT AUTHORITY
PAYROLL HISTORY REPORT
OCTOBER - DECEMBER 2017**

	October Total	November Total	December Total
Number of Pay <u>Periods</u> :	2	2	2
<u>EARNINGS</u>			
Regular Pay	\$ 186,290.55	\$ 162,611.90	\$ 182,372.80
Overtime Pay	1,133.78	416.69	2,029.46
Vacation Pay	6,786.65	12,823.79	8,032.58
Double Time Pay	-	675.28	-
Sick Pay	4,695.17	5,610.01	12,418.07
Final Pay	-	-	18,693.99
Bereavement Pay	-	-	-
Holiday Pay	-	19,203.78	333.21
Bonus Pay	-	-	-
Floating Holiday Pay	645.22	1,087.66	990.62
Retroactive Pay	-	452.48	126.14
TOTAL, ALL PAY CATEGORIES	\$ 199,551.37	\$ 202,881.59	\$ 224,996.87
Vacation Cash Out	-	2,796.80	2,307.99
Floater Cash Out	-	-	-
Deferred Income 457	909.68	454.84	909.68
Stipend --- Cell phone reimbursements	647.50	372.50	720.00
TOTAL PAYROLL	\$ 201,108.55	\$ 206,505.73	\$ 228,934.54
Inc(Dec)-Curr month over prev month		\$ 5,397.18	\$ 22,428.81
% Inc(Dec)-Curr month over prev month		2.7%	10.9%



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.1

By Vendor Name

Payment Dates 11/01/2017 - 11/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0944 - AGILITY RECOVERY SOLUTIONS INC.				
22914	11/08/2017	Back up/Recovery services-Nov 2017	100-2FF-5-G1-9401012	230.00
			Vendor V0944 - AGILITY RECOVERY SOLUTIONS INC. Total:	230.00
Vendor: V0753 - American Heritage Life Ins.				
22988	11/29/2017	Employee Paid Extended Benefits	100-000-2-B1-4011019	641.08
			Vendor V0753 - American Heritage Life Ins. Total:	641.08
Vendor: V0249 - Antelope Valley Board of Trade				
22952	11/15/2017	2017 Holiday Breakfast sponsor	100-5CS-5-G1-9501039	250.00
			Vendor V0249 - Antelope Valley Board of Trade Total:	250.00
Vendor: V0865 - Antelope Valley Sheriff's Boosters				
22973	11/16/2017	Golf Tournament, Golf cart sponsor	100-5CS-5-G1-9501039	2,500.00
22973	11/16/2017	Marketing-Lamar billboard	100-1EX-5-G1-9501003	3,500.00
22973	11/16/2017	Sponsorships	100-5CS-5-G1-9501039	1,000.00
			Vendor V0865 - Antelope Valley Sheriff's Boosters Total:	7,000.00
Vendor: V0135 - Aramark Uniform Services				
22915	11/08/2017	uniform services	100-2FF-5-G1-9401038	206.68
22915	11/08/2017	uniform services	100-2FF-5-G1-9401038	230.10
22953	11/15/2017	uniform services	100-2FF-5-G1-9401038	231.86
22989	11/29/2017	uniform services	100-2FF-5-G1-9401038	236.34
22989	11/29/2017	uniform services	100-2FF-5-G1-9401038	236.34
22989	11/29/2017	uniform services	100-2FF-5-G1-9401038	236.34
			Vendor V0135 - Aramark Uniform Services Total:	1,377.66
Vendor: V0518 - Arrow Engineering Services-AESI				
22954	11/15/2017	AVTA BS & CALTRANS ADA Project	100-000-2-B1-4051003	9,174.00
22954	11/15/2017	AVTA BS & CALTRANS ADA Project	100-000-2-B1-4051003	5,722.13
22954	11/15/2017	AVTA BS & CALTRANS ADA Project	100-000-2-B1-4051003	600.00
			Vendor V0518 - Arrow Engineering Services-AESI Total:	15,496.13
Vendor: V0013 - AV Press				
22916	11/08/2017	Senior Expo Special Section back page 5x13	100-1EX-5-G1-9501003	1,720.90
22916	11/08/2017	Welcome Book Ad 2018	100-1EX-5-G1-9501003	3,045.00
			Vendor V0013 - AV Press Total:	4,765.90
Vendor: V0960 - Avail Technologies, Inc.				
22990	11/29/2017	APC interface module	100-2FF-5-G1-9401038	224.30
			Vendor V0960 - Avail Technologies, Inc. Total:	224.30
Vendor: V0496 - Blue Tarp Financial- Northern Tool				
22991	11/29/2017	Hi-Vis Jackets xl	100-2FF-5-G1-9401038	85.99
22991	11/29/2017	Hi-Vis Jackets 2xl	100-2FF-5-G1-9401038	85.98
22991	11/29/2017	Pressure wash hoses 50ft	100-2FF-5-G1-9401038	289.98
22991	11/29/2017	Pressure wash hoses 100ft	100-2FF-5-G1-9401038	489.98
			Vendor V0496 - Blue Tarp Financial- Northern Tool Total:	951.93
Vendor: V0239 - BOHN'S Printing				
22992	11/29/2017	Business Cards - SEImore	100-1EX-5-G1-9501018	43.80
22992	11/29/2017	CAFR Report Laminates	100-1EX-5-G1-9501018	99.65
22992	11/29/2017	CAFR Report Printing	100-1EX-5-G1-9501018	28.47
22992	11/29/2017	CAFR Report Tabs	100-1EX-5-G1-9501018	131.40
22992	11/29/2017	Business Cards - SWillibrand	100-1EX-5-G1-9501018	43.80
22992	11/29/2017	Business Cards - EKenneally	100-1EX-5-G1-9501018	43.80
			Vendor V0239 - BOHN'S Printing Total:	390.92
Vendor: V0762 - Boot Barn				
22955	11/15/2017	Safety footwear	100-2FF-5-G1-9401038	194.62
			Vendor V0762 - Boot Barn Total:	194.62
Vendor: V0149 - Brinks Incorporated				
22956	11/15/2017	Supplemental bill for Oct 2017	100-3FS-5-G1-9501024	21.29
22956	11/15/2017	Transportation Service-Nov 2016	100-3FS-5-G1-9501024	601.29
			Vendor V0149 - Brinks Incorporated Total:	622.58
Vendor: V1139 - California Choice				
22917	11/08/2017	Group Health Insurance (EE)- Dec 2017	100-000-2-B1-4011013	6,883.21
22917	11/08/2017	Group Health Insurance (ER)- Dec 2017	100-1ZZ-5-G1-9701612	31,457.92
			Vendor V1139 - California Choice Total:	38,341.13



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.1

By Vendor Name

Payment Dates 11/01/2017 - 11/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0723 - Canon Solutions America				
22993	11/29/2017	Monthly Maintenance charges for Canon copiers.	100-2FF-5-G1-9401009	235.17
Vendor V0723 - Canon Solutions America Total:				235.17
Vendor: V1177 - Carbonite, Inc.				
22918	11/08/2017	Carbonite Evault Backup Fees-October 2017	100-2FF-5-G1-9401012	5,185.68
22994	11/29/2017	Carbonite Evault Backup-Nov 2017	100-2FF-5-G1-9401012	5,240.10
Vendor V1177 - Carbonite, Inc. Total:				10,425.78
Vendor: V1269 - Casino Entertainment Industries				
22995	11/29/2017	Christmas/ Holiday Party December 2017-deposit	100-1EX-5-G1-9501029	200.00
Vendor V1269 - Casino Entertainment Industries Total:				200.00
Vendor: V0272 - County of Los Angeles				
22996	11/29/2017	Backflow assembly FY 2017-2018	100-2FF-5-G1-9401010	96.00
Vendor V0272 - County of Los Angeles Total:				96.00
Vendor: V0812 - DeeAnna Cason				
23019	11/30/2017	Ground transportation for APTA	100-1EX-5-G1-9501019	47.23
23019	11/30/2017	Conflict of interest workshop	100-1EX-5-G1-9501019	20.00
23019	11/30/2017	Citizenship celebration-C. Lopez	100-3FS-5-G1-9501029	97.16
23019	11/30/2017	DBE Outreach event	100-3FS-5-G1-9501029	61.81
23019	11/30/2017	Welcome back open house-food	100-5CS-5-G1-9501029	12.20
Vendor V0812 - DeeAnna Cason Total:				238.40
Vendor: V1123 - Eastside Checks Cashed				
22919	11/08/2017	Phone line for bus passes-October 2017	100-3FS-5-G1-9501037	50.00
Vendor V1123 - Eastside Checks Cashed Total:				50.00
Vendor: V0046 - Federal Express				
22957	11/15/2017	Shipping charges	100-3FS-5-G1-9501010	123.96
22957	11/15/2017	Shipping	100-3FS-5-G1-9501010	35.92
22957	11/15/2017	Shipping charges	100-3FS-5-G1-9501010	38.72
22957	11/15/2017	Shipping charges	100-3FS-5-G1-9501010	27.92
22920	11/08/2017	Shipping charges	100-3FS-5-G1-9501010	33.19
22957	11/15/2017	Shipping charges	100-3FS-5-G1-9501010	56.27
22957	11/15/2017	Shipping charges	100-3FS-5-G1-9501010	37.67
22997	11/29/2017	Shipping charges	100-3FS-5-G1-9501010	54.12
Vendor V0046 - Federal Express Total:				407.77
Vendor: V0176 - First Place Awards				
22998	11/29/2017	2 acrylic plaques & 1 name plate	100-3FS-5-G1-9501009	130.31
Vendor V0176 - First Place Awards Total:				130.31
Vendor: V1247 - Fleet-Net Corporation				
22999	11/29/2017	Fleet Managment Software Contract 2017-14	600-1XX-5-J1-9910004	4,485.90
Vendor V1247 - Fleet-Net Corporation Total:				4,485.90
Vendor: V0194 - Frontier Communications				
22983	11/27/2017	Telephone service, as of 11/13/17	100-2FF-5-G1-9401025	457.05
Vendor V0194 - Frontier Communications Total:				457.05
Vendor: V0125 - Grainger				
22921	11/08/2017	facility pm parts	100-2FF-5-G1-9401038	39.03
22921	11/08/2017	facility pm parts	100-2FF-5-G1-9401038	177.15
22921	11/08/2017	facility pm parts	100-2FF-5-G1-9401038	36.79
22921	11/08/2017	facility pm parts	100-2FF-5-G1-9401038	24.53
22921	11/08/2017	facility pm parts	100-2FF-5-G1-9401038	49.06
22921	11/08/2017	facility pm parts	100-2FF-5-G1-9401038	142.47
22921	11/08/2017	Hose extension	100-2FF-5-G1-9401038	25.62
22981	11/16/2017	Towelette station	100-2FF-5-G1-9401038	18.50
22981	11/16/2017	Filter regulator etc	100-2FF-5-G1-9401038	62.87
22974	11/16/2017	bus wash parts	100-2FF-5-G1-9401038	196.12
22981	11/16/2017	Hi-Viz sweatshirt, Ylw, blk,Polymide	100-2FF-5-G1-9401038	67.70
23000	11/29/2017	High visibility vest	100-2FF-5-G1-9401038	24.53
23000	11/29/2017	High visibility vest	100-2FF-5-G1-9401038	73.61
23000	11/29/2017	Labels for maintenance use	100-2FF-5-G1-9401038	71.47
Vendor V0125 - Grainger Total:				1,009.45



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.1

By Vendor Name

Payment Dates 11/01/2017 - 11/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1231 - Hanka Advisor LLC				
22922	11/08/2017	Advocacy Consulting Services-Nov 2017	100-1EX-5-G1-9501015	5,000.00
Vendor V1231 - Hanka Advisor LLC Total:				5,000.00
Vendor: V1268 - Holiday Inn				
22923	11/08/2017	2017 Holiday event-deposit	100-1EX-5-G1-9501029	500.00
Vendor V1268 - Holiday Inn Total:				500.00
Vendor: V0474 - Insight- Public Sector				
22924	11/08/2017	Dell C1765nfw Black Toner Cartridge	100-2FF-5-G1-9401009	62.72
22924	11/08/2017	Dell B1165nfw Black Toner Cartridge	100-2FF-5-G1-9401009	138.30
22924	11/08/2017	Dell C1765nfw Cyan Toner Cartridge	100-2FF-5-G1-9401009	449.50
22924	11/08/2017	Dell C1765nfw Yellow Toner Cartridge	100-2FF-5-G1-9401009	449.50
22924	11/08/2017	Dell E525w Magenta Toner Cartridge	100-2FF-5-G1-9401009	110.08
22924	11/08/2017	Dell 1320c Black Toner Cartridge	100-2FF-5-G1-9401009	145.22
22924	11/08/2017	Dell 1320c Cyan Toner Cartridge	100-2FF-5-G1-9401009	85.29
22924	11/08/2017	Dell C2665dnf Cyan Toner Cartridge	100-2FF-5-G1-9401009	88.73
22924	11/08/2017	Dell 5130cdn Black Toner Cartridge	100-2FF-5-G1-9401009	123.31
22924	11/08/2017	Dell 1320c Yellow Toner Cartridge	100-2FF-5-G1-9401009	87.00
22924	11/08/2017	Dell C3765dnf Magenta Toner Cartridge	100-2FF-5-G1-9401009	166.22
22924	11/08/2017	Dell C3765dnf Yellow Toner Cartridge	100-2FF-5-G1-9401009	166.22
22924	11/08/2017	Dell C3765dnf Cyan Toner Cartridge	100-2FF-5-G1-9401009	166.22
22924	11/08/2017	Dell 1320c Magenta Toner Cartridge	100-2FF-5-G1-9401009	255.87
22924	11/08/2017	Dell C3765dnf Black Toner Cartridge	100-2FF-5-G1-9401009	172.86
22924	11/08/2017	Dell C1765nfw Magenta Toner Cartridge	100-2FF-5-G1-9401009	224.75
23001	11/29/2017	TrendNET TPE4840WS 48-port Gigabit POE Switch	600-1XX-5-J1-9902008	1,391.19
Vendor V0474 - Insight- Public Sector Total:				4,282.98
Vendor: V1057 - IntelliRide				
22958	11/15/2017	October 2017 ETP Service	100-2FF-5-G1-9401031	7,886.00
22958	11/15/2017	October 2017 DAR Fare Coupons	100-000-4-D1-6001400	2,152.00
22958	11/15/2017	Dial-a-ride Service, October 2017	100-000-4-D1-6001400	(9,324.30)
22958	11/15/2017	Dial-a-ride Service, October 2017	100-2FF-5-G1-9001014	112,592.96
Vendor V1057 - IntelliRide Total:				113,306.66
Vendor: V0057 - Interior Plant Designs				
22975	11/16/2017	Plant maintenance/services-Nov 17	100-2FF-5-G1-9401005	220.00
Vendor V0057 - Interior Plant Designs Total:				220.00
Vendor: V0157 - Iron Mountain Records Mgmt Inc				
22926	11/08/2017	Offsite shred service	100-2FF-5-G1-9401005	81.81
Vendor V0157 - Iron Mountain Records Mgmt Inc Total:				81.81
Vendor: V1171 - J. Richard Eichman, CPA				
22927	11/08/2017	Filing and acctng fees-Lobbying disclosure report	100-1EX-5-G1-9501015	252.80
Vendor V1171 - J. Richard Eichman, CPA Total:				252.80
Vendor: V0384 - Johnstone Supply				
23002	11/29/2017	blower motors for heaters	100-2FF-5-G1-9401038	467.00
Vendor V0384 - Johnstone Supply Total:				467.00
Vendor: V0105 - Lamar Companies				
22928	11/08/2017	Stuff-a-Bus Billboards materials	100-1EX-5-G1-9501018	525.00
Vendor V0105 - Lamar Companies Total:				525.00
Vendor: V0421 - Lancaster Chamber of Commerce				
22929	11/08/2017	Christmas parade entry fee	100-5CS-5-G1-9501029	50.00
Vendor V0421 - Lancaster Chamber of Commerce Total:				50.00
Vendor: V0889 - Len Engel				
22930	11/08/2017	Reimb-Union unfair practice meeting	100-1EX-5-G1-9501019	363.10
22930	11/08/2017	Calstart 25th symposium	100-1EX-5-G1-9501019	460.25
22982	11/16/2017	Reimb-TIRCP meeting-Sacramento, CA	100-1EX-5-G1-9501019	829.60
22982	11/16/2017	Reimb-CTA Meeting, Riverside, CA	100-1EX-5-G1-9501019	1,186.87
22982	11/16/2017	Reim-CalACT Conf, Monterey, CA	100-1EX-5-G1-9501019	1,027.38
Vendor V0889 - Len Engel Total:				3,867.20
Vendor: V0720 - Mail America 2- Palmdale				
22931	11/08/2017	Riders relief coupon-October 2017	100-3FS-5-G1-9501037	142.00
Vendor V0720 - Mail America 2- Palmdale Total:				142.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.1

By Vendor Name

Payment Dates 11/01/2017 - 11/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0916 - Mail America 3				
22959	11/15/2017	Phone line credit from Aug-Oct 2017	100-3FS-5-G1-9501037	150.00
Vendor V0916 - Mail America 3 Total:				150.00
Vendor: V1212 - Master's Refreshment Services				
22960	11/15/2017	Coffee Supplies - Master's Refreshments	100-3FS-5-G1-9501009	142.45
Vendor V1212 - Master's Refreshment Services Total:				142.45
Vendor: V1143 - McKeon Group				
22961	11/15/2017	Advocacy Consulting Services-Nov 2017	100-1EX-5-G1-9501015	5,000.00
Vendor V1143 - McKeon Group Total:				5,000.00
Vendor: V0292 - McMaster-Carr Supply Co.				
22932	11/08/2017	facility pm parts	100-2FF-5-G1-9401038	83.77
22932	11/08/2017	facility pm parts	100-2FF-5-G1-9401038	190.09
22932	11/08/2017	Low carbon steel bar	100-2FF-5-G1-9401038	63.28
22962	11/15/2017	Oil resistant neoprene rubber sealing	100-2FF-5-G1-9401038	98.65
22962	11/15/2017	Miniature pressure gauge with plastic case	100-2FF-5-G1-9401038	37.64
22962	11/15/2017	Vinyl glue on surface guard for wall base	100-2FF-5-G1-9401038	101.92
Vendor V0292 - McMaster-Carr Supply Co. Total:				575.35
Vendor: V0783 - Mobile Relay Associates				
22933	11/08/2017	commuter radio repeater service Nov 2017	100-2FF-5-G1-9401038	1,224.30
23003	11/29/2017	commuter radio repeater service-Dec 2017	100-2FF-5-G1-9401038	1,224.30
Vendor V0783 - Mobile Relay Associates Total:				2,448.60
Vendor: V0626 - Moore & Associates				
22934	11/08/2017	AVTA Transit support services consulting-Oct 2017	100-1EX-5-G1-9501013	9,223.75
Vendor V0626 - Moore & Associates Total:				9,223.75
Vendor: V0544 - Motion Industries				
22963	11/15/2017	Hose repair 3/8	100-2FF-5-G1-9401038	35.30
Vendor V0544 - Motion Industries Total:				35.30
Vendor: V0358 - Nate Pitkin				
23020	11/30/2017	Reimb-Transit Mid manager Seminar	100-1EX-5-G1-9501019	295.77
Vendor V0358 - Nate Pitkin Total:				295.77
Vendor: V1054 - Ollivier Corporation				
22984	11/27/2017	Security access and video upgrades	600-1XX-5-J1-9909068	31,127.96
22984	11/27/2017	Change order#1-adding multi view cameras	600-1XX-5-J1-9909068	11,269.86
23004	11/29/2017	Annual Lenel Support Plan	100-2FF-5-G1-9401012	1,667.50
Vendor V1054 - Ollivier Corporation Total:				44,065.32
Vendor: V0987 - OPSEC Specialized Protection				
22935	11/08/2017	Security services for Oct 2017	100-5CS-5-G1-9501034	4,510.00
Vendor V0987 - OPSEC Specialized Protection Total:				4,510.00
Vendor: V0243 - Palmdale Chamber of Commerce				
22936	11/08/2017	Christmas parade entry-large float	100-5CS-5-G1-9501029	65.00
Vendor V0243 - Palmdale Chamber of Commerce Total:				65.00
Vendor: V1238 - Passantino Andersen Communications LLC				
22937	11/08/2017	Strategic communications consulting services-Oct17	100-1EX-5-G1-9501013	4,020.00
Vendor V1238 - Passantino Andersen Communications LLC Total:				4,020.00
Vendor: V0078 - Pinnacle Petroleum Inc				
22938	11/08/2017	Fuel, October 2017	100-2FF-5-G1-9201003	19,408.36
22938	11/08/2017	Fuel, October 2017	100-2FF-5-G1-9201003	19,470.64
22938	11/08/2017	Fuel, October 2017	100-2FF-5-G1-9201003	19,210.77
22938	11/08/2017	Fuel, October 2017	100-2FF-5-G1-9201003	14,646.42
22964	11/15/2017	Fuel, October 2017	100-2FF-5-G1-9201003	20,015.26
22964	11/15/2017	Fuel, October 2017	100-2FF-5-G1-9201003	8,076.99
22964	11/15/2017	Fuel, October 2017	100-2FF-5-G1-9201003	12,151.85
23005	11/29/2017	Fuel, Nov 2017	100-2FF-5-G1-9201003	20,739.43
23005	11/29/2017	Fuel, Nov 2017	100-2FF-5-G1-9201003	21,032.98
23005	11/29/2017	Fuel, Nov 2017	100-2FF-5-G1-9201003	14,679.45
23005	11/29/2017	Fuel, Nov 2017	100-2FF-5-G1-9201003	20,915.09
23005	11/29/2017	Fuel, Nov 2017	100-2FF-5-G1-9201003	20,450.60
23005	11/29/2017	Fuel, Nov 2017	100-2FF-5-G1-9201003	15,714.92
Vendor V0078 - Pinnacle Petroleum Inc Total:				226,512.76



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.1

By Vendor Name

Payment Dates 11/01/2017 - 11/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0578 - Pitney Bowes Global Financial Services				
22965	11/15/2017	Ink cartridges for the postage machine	100-3FS-5-G1-9501009	279.19
Vendor V0578 - Pitney Bowes Global Financial Services Total:				279.19
Vendor: V0958 - R.C. Becker and son, Inc.				
22939	11/08/2017	Move Traff Signal Junct Box Out ADA Landing	100-000-1-A1-0201003	1,675.17
Vendor V0958 - R.C. Becker and son, Inc. Total:				1,675.17
Vendor: V1252 - Resource Building Materials				
23006	11/29/2017	landscaping rock	100-2FF-5-G1-9401038	816.65
Vendor V1252 - Resource Building Materials Total:				816.65
Vendor: V0701 - Signal Campus				
22966	11/15/2017	Antelope College Campus Kiosk (13)mo. - Library	100-1EX-5-G1-9501003	336.00
23007	11/29/2017	Antelope College Campus Kiosk (13)mo. - SW/F Bs.Ed	100-1EX-5-G1-9501003	315.00
Vendor V0701 - Signal Campus Total:				651.00
Vendor: V0403 - Southern California Edison				
22940	11/08/2017	2 primary Meter cabinets-EV Load-Oct 2017	100-2FF-5-G1-9201012	5,653.35
22940	11/08/2017	Electricity-09/19/17-10/18/17	100-2FF-5-G1-9401021	7,019.48
22940	11/08/2017	Electricity-09/19/17-10/18/17-New Energy Meter	100-2FF-5-G1-9401021	2,226.35
22940	11/08/2017	Energy consumption-Lanc City Park-9/29-10/30/17	100-2FF-5-G1-9201006	166.99
22976	11/16/2017	Energy Consumption-Clocktower Plaza	100-2FF-5-G1-9201006	370.41
Vendor V0403 - Southern California Edison Total:				15,436.58
Vendor: V0493 - Standard Insurance Company				
22941	11/08/2017	Vision Insurance Premium (EE)- Nov 2017	100-000-2-B1-4011016	135.59
22941	11/08/2017	Vision Insurance Premium (ER)-Nov 2017	100-1ZZ-5-G1-9701616	501.41
22941	11/08/2017	Dental Insurance Premium (EE)- NOV 2017	100-000-2-B1-4011014	923.77
22941	11/08/2017	Dental Insurance Premium (ER)- NOV 2017	100-1ZZ-5-G1-9701614	3,102.91
Vendor V0493 - Standard Insurance Company Total:				4,663.68
Vendor: V0477 - Standard Insurance Company				
23008	11/29/2017	HADV Premium	100-1ZZ-5-G1-9701811	39.00
23008	11/29/2017	Life	100-1ZZ-5-G1-9701811	403.90
23008	11/29/2017	Short Term Disability	100-1ZZ-5-G1-9701812	1,380.20
23008	11/29/2017	Long Term Disability	100-1ZZ-5-G1-9701813	856.03
23008	11/29/2017	AD&D	100-1ZZ-5-G1-9701814	80.78
Vendor V0477 - Standard Insurance Company Total:				2,759.91
Vendor: V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation				
22967	11/15/2017	General services and other costs	100-1EX-5-G1-9501005	4,133.40
22967	11/15/2017	Special projects	100-1EX-5-G1-9501005	3,466.50
22967	11/15/2017	Union Matters	100-1EX-5-G1-9501005	930.56
22967	11/15/2017	Battery Electric Vehicle Alliance Inc	100-1EX-5-G1-9501005	1,427.90
22967	11/15/2017	Carlos Marsh vs. AVTA	100-1EX-5-G1-9501005	116.06
22967	11/15/2017	Special Litigation	100-1EX-5-G1-9501005	73.00
Vendor V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation Total:				10,147.42
Vendor: V0684 - Strategies				
23009	11/29/2017	Consulting services	100-3FS-5-G1-9501027	100.00
Vendor V0684 - Strategies Total:				100.00
Vendor: V0103 - TCW Systems, Inc.				
22942	11/08/2017	Local radio repeater service	100-2FF-5-G1-9401038	500.00
23010	11/29/2017	Local radio repeater services	100-2FF-5-G1-9401038	500.00
Vendor V0103 - TCW Systems, Inc. Total:				1,000.00
Vendor: V0505 - The Customer Service Experts				
22943	11/08/2017	Phone line for bus passes-October 2017	100-3FS-5-G1-9501037	50.00
Vendor V0505 - The Customer Service Experts Total:				50.00
Vendor: V0405 - The Gas Company				
23011	11/29/2017	Gas service-10/16/17-11/16/17	100-2FF-5-G1-9401022	1,690.30
Vendor V0405 - The Gas Company Total:				1,690.30
Vendor: V0904 - Time Warner/Spectrum Business				
22944	11/08/2017	Cable service, 11/11/17-12/10/17	100-2FF-5-G1-9401025	250.66
22968	11/15/2017	Internet service, 11/13/17-12/12/17	100-2FF-5-G1-9401025	1,365.00
Vendor V0904 - Time Warner/Spectrum Business Total:				1,615.66



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.1

By Vendor Name

Payment Dates 11/01/2017 - 11/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0851 - Traffic Management Inc.				
23012	11/29/2017	Sign Mount hardware, Steel Jumbo Head drive rivet	100-2FF-5-G1-9401038	96.36
Vendor V0851 - Traffic Management Inc. Total:				96.36
Vendor: V0252 - Transdev, Inc.				
22977	11/16/2017	BYD Electric buses, Routes ,97-Bus#4371&4370-10/17	100-2FF-5-G1-9001016	29,338.76
22977	11/16/2017	Local and Commuter Maint and Service, Oct 2017	100-2FF-5-G1-9001013	1,158,904.39
23013	11/29/2017	Valley power systems Bus#4747 Inv#13288	600-1XX-5-J1-9909057	6,236.03
22977	11/16/2017	Special Service-Senior Expo	100-5CS-5-G1-9501029	599.95
23013	11/29/2017	Valley Power Systems Bus#4737 Inv#13289	600-1XX-5-J1-9909057	6,236.03
22977	11/16/2017	Metrolink Assistance	100-2FF-5-G1-9001013	140.80
22977	11/16/2017	Commuter Recovery-October 2017	100-2FF-5-G1-9001013	4,085.43
22977	11/16/2017	Commuter Recovery-STAND BY-October 2017	100-2FF-5-G1-9001013	1,293.14
22977	11/16/2017	JARC Commuter Hours-785-786-787-October 2017	100-2FF-5-G1-9001015	18,796.27
Vendor V0252 - Transdev, Inc. Total:				1,225,630.80
Vendor: V0189 - United Parcel Service				
22969	11/15/2017	UPS service	100-3FS-5-G1-9501010	103.20
22978	11/16/2017	Shipping charges	100-3FS-5-G1-9501010	34.35
Vendor V0189 - United Parcel Service Total:				137.55
Vendor: V1267 - United States Bankruptcy Court				
22979	11/16/2017	LA13-38529-NB-	100-000-2-B1-4011034	670.61
23014	11/29/2017	LA13-38529-NB-	100-000-2-B1-4011034	670.61
Vendor V1267 - United States Bankruptcy Court Total:				1,341.22
Vendor: V0353 - UNUM Life Insurance Co of Amer				
23015	11/29/2017	Long Term Care (EE)	100-000-2-B1-4011024	123.90
23015	11/29/2017	Long Term Care (ER)	100-1ZZ-5-G1-9702618	523.80
Vendor V0353 - UNUM Life Insurance Co of Amer Total:				647.70
Vendor: V0302 - US Bank				
22945	11/08/2017	Lunch-10/9/17- Norm and Colby	100-1EX-5-G1-9501019	20.00
22945	11/08/2017	Breakfast-M Flanagan, C Konisek M Perry	100-1EX-5-G1-9501019	75.44
22945	11/08/2017	Parking at LAX	100-1EX-5-G1-9501019	46.20
22945	11/08/2017	Hotel/lodging-APTA Annual conf-N Hickling	100-1EX-5-G1-9501019	255.42
22945	11/08/2017	Taxi/transportation	100-1EX-5-G1-9501019	21.60
22945	11/08/2017	Uber transportation-APTA meeting	100-1EX-5-G1-9501019	100.31
22945	11/08/2017	Female adaptor	100-2FF-5-G1-9401038	29.53
22945	11/08/2017	thick plate mount	100-2FF-5-G1-9401038	14.19
22945	11/08/2017	Keith's retirement lunch	100-2FF-5-G1-9501029	315.46
22945	11/08/2017	90 pcs female adaptors	600-1XX-5-J1-9902008	712.59
22945	11/08/2017	female adaptor	600-1XX-5-J1-9902008	47.96
Vendor V0302 - US Bank Total:				1,638.70
Vendor: V0187 - US Postal Service-Postmaster				
22970	11/15/2017	Business reply postage-BR 25-001	100-3FS-5-G1-9501010	500.00
Vendor V0187 - US Postal Service-Postmaster Total:				500.00
Vendor: V0559 - Wal-Mart Stores Inc				
22987	11/27/2017	2 Walmart gift cards for Stuff-A Bus Dec 2017	100-5CS-5-G1-9501041	2,000.00
Vendor V0559 - Wal-Mart Stores Inc Total:				2,000.00
Vendor: V0969 - Walsma Oil Company				
22947	11/08/2017	Diesel Emissions Fluid	100-2FF-5-G1-9201003	2,428.27
Vendor V0969 - Walsma Oil Company Total:				2,428.27
Vendor: V0550 - Waste Management				
22948	11/08/2017	Waste services	100-2FF-5-G1-9401023	1,066.60
Vendor V0550 - Waste Management Total:				1,066.60



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.1

By Vendor Name

Payment Dates 11/01/2017 - 11/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0457 - Waxie Enterprises Inc.				
23016	11/29/2017	bowl cleaner	100-2FF-5-G1-9401038	43.67
23016	11/29/2017	mop heads	100-2FF-5-G1-9401038	85.78
23016	11/29/2017	medium bags	100-2FF-5-G1-9401038	111.71
23016	11/29/2017	kitchen paper towels	100-2FF-5-G1-9401038	29.53
23016	11/29/2017	roll towels	100-2FF-5-G1-9401038	313.09
23016	11/29/2017	x-large gloves	100-2FF-5-G1-9401038	81.81
23016	11/29/2017	seat covers	100-2FF-5-G1-9401038	72.86
23016	11/29/2017	small bags	100-2FF-5-G1-9401038	40.88
23016	11/29/2017	large bags	100-2FF-5-G1-9401038	1,630.67
23016	11/29/2017	premium tissue	100-2FF-5-G1-9401038	522.45
23016	11/29/2017	large gloves	100-2FF-5-G1-9401038	40.54
Vendor V0457 - Waxie Enterprises Inc. Total:				2,972.99
Vendor: V1154 - Weideman Group Inc.				
22949	11/08/2017	Advocacy Consulting Services-Nov 2017	100-1EX-5-G1-9501015	10,000.00
Vendor V1154 - Weideman Group Inc. Total:				10,000.00
Vendor: V0112 - Western Exterminators				
22971	11/15/2017	Exterminator service	100-2FF-5-G1-9401005	102.00
Vendor V0112 - Western Exterminators Total:				102.00
Vendor: V0195 - Williene Jackson-Jones				
22950	11/08/2017	Employment updates meeting-Sacramento, CA	100-1EX-5-G1-9501019	89.00
22980	11/16/2017	Misc gift items for Holiday 2017	100-1EX-5-G1-9501029	1,500.00
Vendor V0195 - Williene Jackson-Jones Total:				1,589.00
Vendor: V0744 - Windes				
23017	11/29/2017	Interim billing for accounting services,FY17	100-3FS-5-G1-9501020	11,000.00
Vendor V0744 - Windes Total:				11,000.00
Vendor: V0124 - Witts				
22951	11/08/2017	Office Supplies	100-3FS-5-G1-9501009	281.43
22972	11/15/2017	Office Supplies	100-3FS-5-G1-9501009	103.50
23018	11/29/2017	Office Supplies	100-3FS-5-G1-9501009	36.54
23018	11/29/2017	Office Supplies	100-3FS-5-G1-9501009	139.80
Vendor V0124 - Witts Total:				561.27
Grand Total:				1,816,559.85



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.2

By Vendor Name

Payment Dates 12/01/2017 - 12/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1237 - AC Overhead Garage Door Co., Inc.				
23106	12/28/2017	roll up door	100-2FF-5-G1-9401038	250.00
Vendor V1237 - AC Overhead Garage Door Co., Inc. Total:				250.00
Vendor: V0944 - AGILITY RECOVERY SOLUTIONS INC.				
23021	12/05/2017	Agility Recovery Services	100-2FF-5-G1-9401012	230.00
Vendor V0944 - AGILITY RECOVERY SOLUTIONS INC. Total:				230.00
Vendor: V1158 - ALVARO RIVAS				
23050	12/14/2017	Holiday party 2017-DJ	100-3FS-5-G1-9501029	525.00
Vendor V1158 - ALVARO RIVAS Total:				525.00
Vendor: V0249 - Antelope Valley Board of Trade				
23084	12/20/2017	Business Outlook Conference Platinum Sponsorship	100-5CS-5-G1-9501039	2,500.00
Vendor V0249 - Antelope Valley Board of Trade Total:				2,500.00
Vendor: V1192 - Antelope Valley College				
23049	12/07/2017	Refund 55 stored value passes @ \$95 each	100-000-4-D1-6001108	5,225.00
Vendor V1192 - Antelope Valley College Total:				5,225.00
Vendor: V0135 - Aramark Uniform Services				
23051	12/14/2017	uniform services	100-2FF-5-G1-9401038	243.94
23085	12/20/2017	uniform services	100-2FF-5-G1-9401038	203.47
23085	12/20/2017	uniform services	100-2FF-5-G1-9401038	208.15
23085	12/20/2017	uniform services	100-2FF-5-G1-9401038	236.50
Vendor V0135 - Aramark Uniform Services Total:				892.06
Vendor: V1052 - Around AV Transit Media				
23052	12/14/2017	Production - 1 Local King ad	100-1EX-5-G1-9501018	109.50
23052	12/14/2017	Installation - 1 Local King ad	100-1EX-5-G1-9501018	70.00
23052	12/14/2017	Removal - 1 Local King ad	100-1EX-5-G1-9501018	10.00
Vendor V1052 - Around AV Transit Media Total:				189.50
Vendor: V0441 - At&T Calnet				
23032	12/07/2017	Telephone bill, 10/20/17-11/19/17	100-2FF-5-G1-9401025	767.03
23032	12/07/2017	Telephone bill, 9/20/17-10/19/17	100-2FF-5-G1-9401025	761.56
Vendor V0441 - At&T Calnet Total:				1,528.59
Vendor: V0244 - AT&T Mobility				
23107	12/28/2017	Elec bus fleet wi-fi-10/07/17-12/06/17	100-2FF-5-G1-9201011	395.70
23107	12/28/2017	Mobile charges 10/07/17-12/06/17	100-2FF-5-G1-9401025	460.27
Vendor V0244 - AT&T Mobility Total:				855.97
Vendor: V0248 - Atkinson, Andelson, Loya, RUUD				
23033	12/07/2017	Professional Services-General Advice	100-1EX-5-G1-9501005	137.50
Vendor V0248 - Atkinson, Andelson, Loya, RUUD Total:				137.50
Vendor: V0719 - AV Mail n More				
23086	12/20/2017	CPOS March 2017-May 2017	100-3FS-5-G1-9501037	150.00
23086	12/20/2017	CPOS -June 17-Aug 2017	100-3FS-5-G1-9501037	150.00
23086	12/20/2017	CPOS -Sept-Nov 2017	100-3FS-5-G1-9501037	150.00
Vendor V0719 - AV Mail n More Total:				450.00
Vendor: V0013 - AV Press				
23053	12/14/2017	Stuff a bus newspaper ads	100-5CS-5-G1-9501041	2,786.80
23053	12/14/2017	52 Weeks newspaper subscriptions	100-1EX-5-G1-9501001	229.95
Vendor V0013 - AV Press Total:				3,016.75
Vendor: V0239 - BOHN'S Printing				
23054	12/14/2017	Customer Code brochures	100-1EX-5-G1-9501018	2,285.27
Vendor V0239 - BOHN'S Printing Total:				2,285.27
Vendor: V0149 - Brinks Incorporated				
23055	12/14/2017	Supplemental billing for Nov 2017	100-3FS-5-G1-9501024	5.74
23055	12/14/2017	Transportation Service-December 2017	100-3FS-5-G1-9501024	601.29
Vendor V0149 - Brinks Incorporated Total:				607.03



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.2

By Vendor Name

Payment Dates 12/01/2017 - 12/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1139 - California Choice				
23022	12/05/2017	Group Health Insurance (EE)- Jan 2018	100-000-2-B1-4011013	5,911.58
23022	12/05/2017	Group Health Insurance (ER)- Jan 2018	100-1ZZ-5-G1-9701612	26,179.32
Vendor V1139 - California Choice Total:				32,090.90
Vendor: V0254 - California Transit Association				
23023	12/05/2017	FY 18 Membership-Jan 1/18-June 30/18	100-1EX-5-G1-9501006	9,761.00
Vendor V0254 - California Transit Association Total:				9,761.00
Vendor: V1059 - Calstart				
23108	12/28/2017	Project managment & reporting	600-1XX-5-J1-9909085	27,910.77
Vendor V1059 - Calstart Total:				27,910.77
Vendor: V0723 - Canon Solutions America				
23056	12/14/2017	Customer Service Canpon C5051 Copier 12 Month Agrt	100-2FF-5-G1-9401009	381.64
23109	12/28/2017	Customer Service Canpon C5051 Copier 12 Maintenance	100-2FF-5-G1-9401009	299.87
Vendor V0723 - Canon Solutions America Total:				681.51
Vendor: V0416 - Carquest of Lancaster #7305				
23057	12/14/2017	Oil change, oil filter	100-2FF-5-G1-9401038	23.45
Vendor V0416 - Carquest of Lancaster #7305 Total:				23.45
Vendor: V1269 - Casino Entertainment Industries				
23058	12/14/2017	Christmas/ Holiday Party December 2017	100-1EX-5-G1-9501029	875.00
Vendor V1269 - Casino Entertainment Industries Total:				875.00
Vendor: V0024 - City of Lancaster				
23034	12/07/2017	2017 Partnership-Parks & Recreation	100-5CS-5-G1-9501039	10,000.00
Vendor V0024 - City of Lancaster Total:				10,000.00
Vendor: V0383 - Consolidated Electrical Distr.				
23059	12/14/2017	light repair	100-2FF-5-G1-9401038	147.83
23059	12/14/2017	TRPL Tube 4 pin	100-2FF-5-G1-9401038	42.71
Vendor V0383 - Consolidated Electrical Distr. Total:				190.54
Vendor: V1160 - Dream Capture Photobooth				
23060	12/14/2017	Holiday Party-Dec 2017-Photo booth	100-1EX-5-G1-9501029	300.00
Vendor V1160 - Dream Capture Photobooth Total:				300.00
Vendor: V0646 - DSL Extreme				
23061	12/14/2017	1000/384Kbps DSL Service	100-2FF-5-G1-9401012	52.83
23110	12/28/2017	1000/384Kbps DSL Service	100-2FF-5-G1-9401012	52.83
Vendor V0646 - DSL Extreme Total:				105.66
Vendor: V1263 - Earth Systems Southern California				
23035	12/07/2017	Compaction testing-Count room modifications-Oct 17	600-1XX-5-J1-9909068	1,729.00
Vendor V1263 - Earth Systems Southern California Total:				1,729.00
Vendor: V1123 - Eastside Checks Cashed				
23024	12/05/2017	CPOS Phone line	100-3FS-5-G1-9501037	50.00
Vendor V1123 - Eastside Checks Cashed Total:				50.00
Vendor: V0046 - Federal Express				
23087	12/20/2017	Shipping charges	100-3FS-5-G1-9501010	34.63
23087	12/20/2017	Shipping charges	100-3FS-5-G1-9501010	83.43
Vendor V0046 - Federal Express Total:				118.06
Vendor: V0194 - Frontier Communications				
23088	12/20/2017	Telephone, 12/13/17-1/12/18	100-2FF-5-G1-9401025	457.08
Vendor V0194 - Frontier Communications Total:				457.08
Vendor: V0435 - GFOA (Govm't Finance Officers)				
23036	12/07/2017	GFOA COEIFR Application for FY 2017	100-3FS-5-G1-9501020	435.00
Vendor V0435 - GFOA (Govm't Finance Officers) Total:				435.00
Vendor: V0125 - Grainger				
23089	12/20/2017	Trash bags for stuff a bus	100-5CS-5-G1-9501041	85.72
Vendor V0125 - Grainger Total:				85.72
Vendor: V1231 - Hanka Advisor LLC				
23037	12/07/2017	Advocacy Consulting Services	100-1EX-5-G1-9501015	5,000.00
Vendor V1231 - Hanka Advisor LLC Total:				5,000.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.2

By Vendor Name

Payment Dates 12/01/2017 - 12/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1191 - High Desert Broadcasting				
23038	12/07/2017	KGMX - 123 spots/4 remotes-Stuff-A-Bus 2017	100-5CS-5-G1-9501041	864.00
23038	12/07/2017	KGMX - 123 spots/4 remotes-Stuff-A-Bus 2017	100-5CS-5-G1-9501041	175.00
23038	12/07/2017	KGMX - 123 spots/4 remotes-Stuff-A-Bus 2017	100-5CS-5-G1-9501041	864.00
23038	12/07/2017	KGMX - 123 spots/4 remotes-Stuff-A-Bus 2017	100-5CS-5-G1-9501041	360.00
23038	12/07/2017	KCEL - 98 spots-Stuff-A-Bus 2017	100-5CS-5-G1-9501041	744.00
23090	12/20/2017	KGMX - 123 spots/4 remotes	100-5CS-5-G1-9501041	425.00
23090	12/20/2017	KGMX - 123 spots/4 remotes	100-5CS-5-G1-9501041	1,549.00
23090	12/20/2017	KTPI - 123 spots/4 remotes	100-5CS-5-G1-9501041	291.00
23090	12/20/2017	Stuff a bus campaign, Dec 2017	100-5CS-5-G1-9501041	933.00
23090	12/20/2017	KTPI - 123 spots/4 remotes	100-5CS-5-G1-9501041	3,373.00
23090	12/20/2017	KTPI - 123 spots/4 remotes	100-5CS-5-G1-9501041	573.00
23090	12/20/2017	KCEL - 98 spots	100-5CS-5-G1-9501041	1,266.00
Vendor V1191 - High Desert Broadcasting Total:				11,417.00
Vendor: V1268 - Holiday Inn				
23025	12/05/2017	2017 Holiday event-Full payment	100-1EX-5-G1-9501029	1,611.84
Vendor V1268 - Holiday Inn Total:				1,611.84
Vendor: V0624 - Home Depot Credit Services				
23062	12/14/2017	Cord replacement, etc	100-2FF-5-G1-9401038	111.66
23062	12/14/2017	locker repair etc	100-2FF-5-G1-9401038	41.79
23062	12/14/2017	Trash cans for bus stop	600-1XX-5-J1-9902008	100.59
Vendor V0624 - Home Depot Credit Services Total:				254.04
Vendor: V0474 - Insight- Public Sector				
23063	12/14/2017	APC BE600M1 Workstation Battery Back-Up	600-1XX-5-J1-9902008	283.24
23091	12/20/2017	Axiom 500GB SATA Hard Drive	600-1XX-5-J1-9902008	158.47
23091	12/20/2017	Axiom AX Flash SD Memory Card - 32 GB SDHC	600-1XX-5-J1-9902008	46.73
Vendor V0474 - Insight- Public Sector Total:				488.44
Vendor: V1057 - IntelliRide				
23064	12/14/2017	November 2017 ETP Service	100-2FF-5-G1-9401031	9,706.22
23064	12/14/2017	November 2017 DAR Fare Coupons	100-000-4-D1-6001400	1,929.00
23064	12/14/2017	Dial-a-ride Service, November 2017	100-000-4-D1-6001400	(8,923.00)
23064	12/14/2017	Dial-a-ride Service, November 2017	100-2FF-5-G1-9001014	109,033.16
Vendor V1057 - IntelliRide Total:				111,745.38
Vendor: V0057 - Interior Plant Designs				
23065	12/14/2017	Plant maintenance/services	100-2FF-5-G1-9401005	220.00
Vendor V0057 - Interior Plant Designs Total:				220.00
Vendor: V0157 - Iron Mountain Records Mgmt Inc				
23066	12/14/2017	Shred services, 10/25/17-11/28/17	100-2FF-5-G1-9401005	163.62
Vendor V0157 - Iron Mountain Records Mgmt Inc Total:				163.62
Vendor: V1236 - JD Equipment Services				
23067	12/14/2017	LPI lift repair	100-2FF-5-G1-9401038	1,271.07
Vendor V1236 - JD Equipment Services Total:				1,271.07
Vendor: V0288 - LA County Sheriff Dept				
23039	12/07/2017	LASD Transit Deputy (K. Maselli)-Oct 2017	100-5CS-5-G1-9501034	6,349.79
Vendor V0288 - LA County Sheriff Dept Total:				6,349.79
Vendor: V0889 - Len Engel				
23068	12/14/2017	Reimb-Annual CEC VGI Workshop	100-1EX-5-G1-9501019	561.62
Vendor V0889 - Len Engel Total:				561.62
Vendor: V1107 - LPM Consulting Inc.				
23092	12/20/2017	July-Dec 2017 Consulting	100-3FS-5-G1-9501027	14,855.00
Vendor V1107 - LPM Consulting Inc. Total:				14,855.00
Vendor: V0720 - Mail America 2- Palmdale				
23026	12/05/2017	Rider Relief Coupons-November 2017	100-3FS-5-G1-9501037	130.00
Vendor V0720 - Mail America 2- Palmdale Total:				130.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.2

By Vendor Name

Payment Dates 12/01/2017 - 12/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0169 - Mar-Co Equipment Company				
23093	12/20/2017	Parts for Lincoln sweeper	100-2FF-5-G1-9401038	77.08
23093	12/20/2017	Parts for Lincoln sweeper	100-2FF-5-G1-9401038	125.93
23093	12/20/2017	Parts for Lincoln sweeper	100-2FF-5-G1-9401038	434.61
23093	12/20/2017	Parts for Lincoln sweeper	100-2FF-5-G1-9401038	76.65
Vendor V0169 - Mar-Co Equipment Company Total:				714.27
Vendor: V1212 - Master's Refreshment Services				
23069	12/14/2017	Coffee Supplies - Master's Refreshments	100-3FS-5-G1-9501009	226.98
Vendor V1212 - Master's Refreshment Services Total:				226.98
Vendor: V1040 - Mayra De Los Santos				
23070	12/14/2017	Holiday party decorations	100-1EX-5-G1-9501029	144.42
Vendor V1040 - Mayra De Los Santos Total:				144.42
Vendor: V1143 - McKeon Group				
23040	12/07/2017	Advocacy Travel Funds-FINAL PAYMENT	100-1EX-5-G1-9501015	5,000.00
Vendor V1143 - McKeon Group Total:				5,000.00
Vendor: V0292 - McMaster-Carr Supply Co.				
23094	12/20/2017	Ballast for exterior light	100-2FF-5-G1-9401038	125.14
Vendor V0292 - McMaster-Carr Supply Co. Total:				125.14
Vendor: V1248 - Medallion Contracting Inc.				
23071	12/14/2017	New Roofing Count Room Contract 2018-18	600-1XX-5-J1-9909068	4,432.36
23071	12/14/2017	Count Room Construction Agreement No: 2017-17	600-1XX-5-J1-9909068	31,472.86
23071	12/14/2017	New Roofing Count Room Contract 2018-18	600-1XX-5-J1-9909068	769.75
Vendor V1248 - Medallion Contracting Inc. Total:				36,674.97
Vendor: V0439 - Molina Graphic Installations				
23072	12/14/2017	Stuff-a-Bus Graphics installation	100-1EX-5-G1-9501018	500.00
23072	12/14/2017	Stuff-a-Bus Graphics removal	100-1EX-5-G1-9501018	150.00
Vendor V0439 - Molina Graphic Installations Total:				650.00
Vendor: V1250 - Money Systems Technology Inc.				
23095	12/20/2017	Provide and install coin conveyor system	600-1XX-5-J1-9909068	14,241.50
Vendor V1250 - Money Systems Technology Inc. Total:				14,241.50
Vendor: V0626 - Moore & Associates				
23041	12/07/2017	AVTA Transit Support Services Consulting-Nov 2017	100-1EX-5-G1-9501013	12,482.99
Vendor V0626 - Moore & Associates Total:				12,482.99
Vendor: V1238 - Passantino Andersen Communications LLC				
23042	12/07/2017	Public Relations Contract 2017-31	100-1EX-5-G1-9501013	3,995.00
23042	12/07/2017	Welcome back campaign full page ads (Len approved)	100-1EX-5-G1-9501013	2,700.00
Vendor V1238 - Passantino Andersen Communications LLC Total:				6,695.00
Vendor: V0078 - Pinnacle Petroleum Inc				
23073	12/14/2017	Fuel, November 2017	100-2FF-5-G1-9201003	20,163.96
23073	12/14/2017	Fuel, November 2017	100-2FF-5-G1-9201003	20,087.71
23073	12/14/2017	Fuel, November 2017	100-2FF-5-G1-9201003	20,065.73
23073	12/14/2017	Fuel, November 2017	100-2FF-5-G1-9201003	19,407.61
23096	12/20/2017	Fuel, December 2017	100-2FF-5-G1-9201003	19,089.54
23096	12/20/2017	Fuel, December 2017	100-2FF-5-G1-9201003	19,343.20
23096	12/20/2017	Fuel, December 2017	100-2FF-5-G1-9201003	7,989.86
23096	12/20/2017	Fuel, December 2017	100-2FF-5-G1-9201003	9,102.32
23096	12/20/2017	Fuel, December 2017	100-2FF-5-G1-9201003	5,220.74
23096	12/20/2017	Fuel, December 2017	100-2FF-5-G1-9201003	20,203.72
Vendor V0078 - Pinnacle Petroleum Inc Total:				160,674.39
Vendor: V0578 - Pitney Bowes Global Financial Services				
23097	12/20/2017	Meter refill SN-4700603	100-3FS-5-G1-9501010	129.68
Vendor V0578 - Pitney Bowes Global Financial Services Total:				129.68
Vendor: V0958 - R.C. Becker and son, Inc.				
23111	12/28/2017	AVTA/Caltrans Project Contract 2017-40	100-000-2-B1-4051003	39,432.35
23111	12/28/2017	RC Becker Inv#11730	600-1XX-5-J1-9909059	13,257.92
Vendor V0958 - R.C. Becker and son, Inc. Total:				52,690.27



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.2

By Vendor Name

Payment Dates 12/01/2017 - 12/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1092 - Remix Software, Inc.				
23043	12/07/2017	Remix Scheduling Blocking and Run Cutting Software	600-1XX-5-J1-9910004	64,000.00
				Vendor V1092 - Remix Software, Inc. Total:
				64,000.00
Vendor: V1223 - SAVE Foundation				
23098	12/20/2017	Emerald level Don/Sponsorship and Dinner tickets	100-5CS-5-G1-9501039	1,070.00
				Vendor V1223 - SAVE Foundation Total:
				1,070.00
Vendor: V0701 - Signal Campus				
23074	12/14/2017	Antelope College Campus Kiosk (13)mo. - Library	100-1EX-5-G1-9501003	336.00
23074	12/14/2017	Antelope College Campus Kiosk (13)mo. - SW/F Bs.Ed	100-1EX-5-G1-9501003	315.00
				Vendor V0701 - Signal Campus Total:
				651.00
Vendor: V0348 - SignWarehouse, Inc.				
23112	12/28/2017	ORAGUARD 290 54X150 CLEAR GLOSS	100-1EX-5-G1-9501018	579.00
23112	12/28/2017	7MIL PERFORATED 48" X 40 YD GLOSS	100-1EX-5-G1-9501018	520.34
				Vendor V0348 - SignWarehouse, Inc. Total:
				1,099.34
Vendor: V0403 - Southern California Edison				
23044	12/07/2017	Annual True Up 2017	100-2FF-5-G1-9401021	26,556.85
23044	12/07/2017	Electricity, 10/18/17-11/17/17	100-2FF-5-G1-9401021	7,675.43
23044	12/07/2017	2PMC's 5576540&5576546 EV Load-Nov 2017	100-2FF-5-G1-9201012	5,653.35
23044	12/07/2017	Energy consumption-lancaster City park	100-2FF-5-G1-9201006	145.77
23099	12/20/2017	Elec consumption-Clocktower Plaza	100-2FF-5-G1-9201006	375.24
				Vendor V0403 - Southern California Edison Total:
				40,406.64
Vendor: V0910 - Southern California Edison				
23027	12/05/2017	TD#1330826 Relocate Facilities-Caltrans Project	100-000-2-B1-4051003	5,052.08
				Vendor V0910 - Southern California Edison Total:
				5,052.08
Vendor: V0493 - Standard Insurance Company				
23028	12/05/2017	Vision Insurance Premium (EE)- Dec 2017	100-000-2-B1-4011016	135.59
23028	12/05/2017	Vision Insurance Premium (ER)-Dec 2017	100-1ZZ-5-G1-9701616	511.33
23028	12/05/2017	Dental Insurance Premium (EE)- Dec 2017	100-000-2-B1-4011014	923.77
23028	12/05/2017	Dental Insurance Premium (ER)- Dec 2017	100-1ZZ-5-G1-9701614	3,162.23
				Vendor V0493 - Standard Insurance Company Total:
				4,732.92
Vendor: V1226 - Steven S. Policar				
23100	12/20/2017	Buy America Post delivery Audit for 60 ft BEB K11M	100-1EX-5-G1-9501013	9,365.00
				Vendor V1226 - Steven S. Policar Total:
				9,365.00
Vendor: V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation				
23075	12/14/2017	General services, October 2017	100-1EX-5-G1-9501005	4,000.20
23075	12/14/2017	Carlos Marsh vs AV Transit	100-1EX-5-G1-9501005	839.50
23075	12/14/2017	Union Matters	100-1EX-5-G1-9501005	1,849.00
23075	12/14/2017	PERS Dispute	100-1EX-5-G1-9501005	182.50
23075	12/14/2017	Battery Electric Vehicle Alliance Inc.	100-1EX-5-G1-9501005	143.00
23075	12/14/2017	Special Projects	100-1EX-5-G1-9501005	1,679.00
				Vendor V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation Total:
				8,693.20
Vendor: V1216 - Taft Electric Company				
23113	12/28/2017	IFB Contract 2017-01 Elec Bus Charging Station	600-1XX-5-J1-9909085	495,131.54
23113	12/28/2017	Change orders 1 through14 for depot charging const	600-1XX-5-J1-9909085	14,487.40
				Vendor V1216 - Taft Electric Company Total:
				509,618.94
Vendor: V0103 - TCW Systems, Inc.				
23101	12/20/2017	Local radio repeater services	100-2FF-5-G1-9401038	500.00
				Vendor V0103 - TCW Systems, Inc. Total:
				500.00
Vendor: V0982 - The Balloon Factory				
23076	12/14/2017	helium for events	100-5CS-5-G1-9501041	678.95
23102	12/20/2017	Replacement tilt valve	100-2FF-5-G1-9401038	49.28
				Vendor V0982 - The Balloon Factory Total:
				728.23
Vendor: V1068 - The Bus Coalition				
23045	12/07/2017	Annual Membership fee for CY 2018	100-1EX-5-G1-9501006	3,000.00
				Vendor V1068 - The Bus Coalition Total:
				3,000.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.2

By Vendor Name

Payment Dates 12/01/2017 - 12/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0505 - The Customer Service Experts				
23103	12/20/2017	CPOS Blanket Reimbursement	100-3FS-5-G1-9501037	50.00
Vendor V0505 - The Customer Service Experts Total:				50.00
Vendor: V0904 - Time Warner/Spectrum Business				
23077	12/14/2017	Cable service	100-2FF-5-G1-9401025	250.66
23077	12/14/2017	Internet service	100-2FF-5-G1-9401025	1,365.00
Vendor V0904 - Time Warner/Spectrum Business Total:				1,615.66
Vendor: V1008 - Tire Xpress Inc.				
23078	12/14/2017	rear tires for unit 212	100-2FF-5-G1-9401038	1,128.00
Vendor V1008 - Tire Xpress Inc. Total:				1,128.00
Vendor: V0252 - Transdev, Inc.				
23114	12/28/2017	BYD Electric buses,Routes 1,97-Bus#4371&4370-11/17	100-2FF-5-G1-9001016	28,478.34
23114	12/28/2017	Metrolink Assistance-November 2017	100-2FF-5-G1-9001013	314.44
23114	12/28/2017	JARC Commuter Hours-785-786-787-Nov 2017	100-2FF-5-G1-9001015	18,545.18
23114	12/28/2017	Local and Commuter Maint and Service, November17	100-2FF-5-G1-9001013	1,138,957.51
23114	12/28/2017	Commuter Recovery-November 2017	100-2FF-5-G1-9001013	5,009.99
23114	12/28/2017	Commuter Recovery STANDBY-November 2017	100-2FF-5-G1-9001013	1,639.41
Vendor V0252 - Transdev, Inc. Total:				1,192,944.87
Vendor: V0189 - United Parcel Service				
23079	12/14/2017	Shipping charges	100-3FS-5-G1-9501010	103.20
Vendor V0189 - United Parcel Service Total:				103.20
Vendor: V1267 - United States Bankruptcy Court				
23104	12/20/2017	LA13-38529-NB	100-000-2-B1-4011034	670.61
Vendor V1267 - United States Bankruptcy Court Total:				670.61
Vendor: V0353 - UNUM Life Insurance Co of Amer				
23105	12/20/2017	Long Term Care (EE)	100-000-2-B1-4011024	123.90
23105	12/20/2017	Long Term Care (ER)	100-1ZZ-5-G1-9702618	491.70
Vendor V0353 - UNUM Life Insurance Co of Amer Total:				615.60
Vendor: V0302 - US Bank				
23046	12/07/2017	Business luncheon meeting with Marvin Crist	100-1EX-5-G1-9501019	82.32
23080	12/14/2017	shipping costs for Caltrans permit	100-000-2-B1-4051003	60.00
23080	12/14/2017	Airfare-N Hickling, Atlanta conf	100-1EX-5-G1-9501019	330.95
23080	12/14/2017	Gavea luncheon	100-1EX-5-G1-9501019	20.00
23080	12/14/2017	online training	100-1EX-5-G1-9501019	32.40
23080	12/14/2017	Lodging-Tyler users group conference	100-1EX-5-G1-9501019	959.04
23080	12/14/2017	Lancaster chamber luncheon	100-1EX-5-G1-9501019	25.00
23080	12/14/2017	Lodging CTA Conference	100-1EX-5-G1-9501019	471.87
23080	12/14/2017	palmdale chamber luncheon	100-1EX-5-G1-9501019	25.00
23080	12/14/2017	AVBOT luncheon	100-1EX-5-G1-9501019	20.00
23080	12/14/2017	Hotels-L Engel conference LA	100-1EX-5-G1-9501019	213.10
23080	12/14/2017	Dry cleaning for table cloths	100-2FF-5-G1-9401005	96.00
23080	12/14/2017	Dropbox plus-software	100-2FF-5-G1-9401012	99.00
23080	12/14/2017	1&1 Virtual server	100-2FF-5-G1-9401012	32.99
23080	12/14/2017	recognition awards and gift cards	100-3FS-5-G1-9501009	112.86
23080	12/14/2017	toner for W Jones printer	100-3FS-5-G1-9501009	987.67
23080	12/14/2017	Supplies for welcome back Open house	100-5CS-5-G1-9501029	118.50
23080	12/14/2017	decorations for community room	100-5CS-5-G1-9501041	256.22
23080	12/14/2017	hand bells for stuff a bus	100-5CS-5-G1-9501041	67.76
23046	12/07/2017	Drop box plus-1TB 10/24/17-10/24/18	100-2FF-5-G1-9401012	99.00
23029	12/05/2017	Parking fee	100-1EX-5-G1-9501019	13.00
23029	12/05/2017	Lodging-hotel/Westin-CalStart	100-1EX-5-G1-9501019	229.25
23029	12/05/2017	parking fee	100-1EX-5-G1-9501019	5.00
23029	12/05/2017	CalTech parking fee	100-1EX-5-G1-9501019	12.00
23080	12/14/2017	Lincoln yard scrubber	100-2FF-5-G1-9401038	165.97
23080	12/14/2017	muffler	100-2FF-5-G1-9401038	85.95
23080	12/14/2017	Radio antenna elec buses	600-1XX-5-J1-9909072	299.28
Vendor V0302 - US Bank Total:				4,920.13



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E.2

By Vendor Name

Payment Dates 12/01/2017 - 12/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0550 - Waste Management				
23047	12/07/2017	Waste services, Nov 2017	100-2FF-5-G1-9401023	1,066.60
Vendor V0550 - Waste Management Total:				1,066.60
Vendor: V1154 - Weideman Group Inc.				
23048	12/07/2017	Advocacy Consulting Services	100-1EX-5-G1-9501015	10,000.00
Vendor V1154 - Weideman Group Inc. Total:				10,000.00
Vendor: V0112 - Western Exterminators				
23082	12/14/2017	Exterminator services	100-2FF-5-G1-9401005	102.00
Vendor V0112 - Western Exterminators Total:				102.00
Vendor: V0744 - Windes				
23083	12/14/2017	FY 17 FS Audit	100-3FS-5-G1-9501020	8,500.00
Vendor V0744 - Windes Total:				8,500.00
Vendor: V0124 - Witts				
23030	12/05/2017	Office Supplies	100-3FS-5-G1-9501009	294.73
Vendor V0124 - Witts Total:				294.73
Grand Total:				2,418,952.52



DATE: January 23, 2018

TO: BOARD OF DIRECTORS

SUBJECT: FY18 Second Quarter Los Angeles County Sheriff's Department Report (October 1 - December 31, 2017)

RECOMMENDATION

That the Board of Directors receive and file the FY18 Second Quarter Los Angeles County Sheriff's Department Report for the period covering October 1 - December 31, 2017.

FISCAL IMPACT

No fiscal impact at this time.

DISCUSSION

Deputy Maselli and his K-9 partner, Ieka, worked a total of 444 hours during the second quarter of FY18.

At the beginning of each shift, Deputy Maselli contacted bus operators to ascertain if there were any concerns or problems to report, as well as anything that might have been reported from the previous day. On average, Deputy Maselli made contact with an estimated 25-30 buses/bus operators per day, and approximately 36,070 passengers over the entire period.

Deputy Maselli monitored various locations that had reported problems. These locations included: Sgt. Steven Owen Memorial Park, the Lancaster Senior Center, 6th Street East & Palmdale Boulevard, the Palmdale Transportation Center, and the Lancaster Metrolink Station.

Deputy Maselli along with his K-9 partner Ieka, conducted high visibility K-9 terrorism and explosives deterrence sweeps at the AVTA office, AVTA transfer centers, on AVTA buses and at random bus stop locations throughout the Antelope Valley.

Deputy Maselli assisted in two traffic collisions, one involving an AVTA bus, helping with traffic control, transfer of passengers and notifying AVTA Dispatch to avoid service interruptions. Incidents were on 10/18 and 11/20.

On October 17, Deputy Maselli responded to a call regarding a male subject with a gun at the T-Bird Motel on Sierra Hwy in Lancaster. The male subject had barricaded himself in a motel room. The subject was later arrested without any further incident.

On December 04, Deputy Maselli responded to a call regarding a suspicious package at the Children's Center on Fern Ave. in Lancaster. He assisted the Arson Explosive Detail which rendered the suspicious package safe. The package was determined to be chocolates only.

On December 05, Deputy Maselli responded to a call at New Vista Middle School located at 7th St. East and Avenue K-2 regarding a person with a deadly weapon, no threats made. He assisted Lancaster Sheriff Station in clearing the campus. They were unable to locate any person(s) with a deadly weapon.

The following is a list of misdemeanors, infractions, and warrant arrests included on citations issued from October 1 through December 31, 2017. All citations were issued at transit centers or at bus stops in the AVTA service area.

Citations	Oct 17	Nov 17	Dec 17
Suspended or Unlicensed Driver	5	5	3
Expired Registration	6	3	2
Registration Not in Vehicle	2	-	1
No Proof of Insurance	6	5	3
Drinking in Public (Bus Stops)	4	3	3
Failure to Have Both License Plates on Vehicle	1	2	2
Failure to Obey Posted Signs at Transit Centers	2	1	-
Impounded Vehicle	-	3	3
Outstanding Warrant Arrest	1	2	2
No Required Interlock Ignition Device	-	2	-
Defective Front Windshield	1	-	-
Receiving Stolen Property	-	-	1

During the month of October Deputy Maselli issued thirteen (13) citations, made nine (9) arrests, and had one (1) warrant. All citations were transit related and issued at transfer centers and bus stop locations. He donated thirty-six (36) hours to AVTA during the month of October. He warned and advised approximately 17+ persons

regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at the Sergeant Steve Owen Memorial Park, the Palmdale Transit Center, and at AVTA bus stops.

During the month of November Deputy Maselli issued eight (8) citations, made eight (8) arrests, stored three (3) vehicles, and had two (2) warrants. All citations were transit related and issued at transfer centers and bus stop locations. He donated thirty-six (36) hours to AVTA during the month of November. He warned and advised approximately 13+ persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at the Sergeant Steve Owen Memorial Park, the Palmdale Transit Center, and at AVTA bus stops.

During the month of December Deputy Maselli issued twelve (12) citations, made twelve (12) arrests, stored three (3) vehicles, and had seven (7) warrants. All citations were transit related and issued at transfer centers and bus stop locations. He warned and advised approximately 17+ persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at the Sergeant Steve Owen Memorial Park, the Palmdale Transit Center, and at AVTA bus stops.

Prepared by:

Submitted by:

Kelly Miller
Community Outreach Specialist

Len Engel
Executive Director/CEO



DATE: January 23, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Resolution No. 2018-001, Adopting an Amended Conflict of Interest and Disclosure Code

RECOMMENDATION

That the Board of Directors adopt Resolution No. 2018-001 (Attachment A), a Resolution adopting an amended Conflict of Interest and Disclosure Code and rescinding in its entirety the current Conflict of Interest Code adopted by Resolution No. 2016-005 on October 25, 2016 (Attachment C).

FISCAL IMPACT

Adopting Resolution No. 2018-001 does not have any fiscal impact on the AVTA.

BACKGROUND

The Political Reform Act, California Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The amended Conflict of Interest Code for AVTA was approved by the Board of Supervisors (BOS) during their meeting on November 7, 2017. AVTA's current Conflict of Interest Code required an amendment to reflect the change to the title of one (1) position (Chief Administrative Officer to Chief Operating Officer) and the removal of an unnecessary disclosure category as indicated on page 2 of the BOS staff report (Attachment B).

Prepared by:

Submitted by:

Karen Darr
Clerk of the Board

Len Engel
Executive Director/CEO

Attachments: A – Resolution No. 2018-001
B – BOS Staff Report/Amended Conflict of Interest and Disclosure Code
C – Resolution No. 2016-005 - Current Conflict of Interest and Disclosure Code

CC 4 – Attachment A

RESOLUTION NO. 2018-001

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY ADOPTING AN AMENDED CONFLICT OF INTEREST AND DISCLOSURE CODE

WHEREAS, the Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and to promulgate conflict of interest codes; and

WHEREAS, pursuant to said Act, the Authority desires to incorporate by reference the attached amended Conflict of Interest and Disclosure Code, as amended, previously adopted by the Los Angeles County Board of Supervisors. This Code includes Exhibit A, setting forth the disclosure categories, and Exhibit B, setting forth the designated positions within the Authority and their disclosure obligations.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The Board of Directors of the Antelope Valley Transit Authority hereby adopts the amended Conflict of Interest and Disclosure Code of the Antelope Valley Transit Authority in the form attached to this Resolution.

Section 2. A certified copy of this Resolution, including the attached Conflict of Interest and Disclosure Code of the Antelope Valley Transit Authority, shall be forwarded to the Los Angeles County Board of Supervisors.

Section 3. Resolution No. 2016-005 is rescinded in its entirety.

PASSED, APPROVED and ADOPTED this 23rd day of January 2018.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

Marvin Crist, Chairman

ATTEST:

APPROVED AS TO FORM:

Karen Darr, Clerk of the Board

Allison E. Burns, General Counsel

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Members	1, 2, 3
Alternate Board Members	1, 2, 3
Executive Director/Chief Executive Officer	1, 2, 3
General Counsel	1, 2, 3
Chief Operating Officer	1, 2, 3
Chief Financial Officer	2, 3
Director of Operations & Maintenance	2, 3
Director of Communications	4
Innovation Coordinator	4
Grants Administrator	4
Director of Fleet & Facilities	4
Facilities Superintendent	4
Senior Planning Officer	4
Procurement and Contracts Officer	4
Information Technology Supervisor	4
Community Outreach Specialist	4
Consultants/New Positions	*

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "B" (Cont'd)

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director/Chief Executive Officer or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director/Chief Executive Officer or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position

EFFECTIVE DATE: 11/08/2017



LORI GLASGOW
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 383
LOS ANGELES, CALIFORNIA 90012
(213) 974-1411 • FAX (213) 620-0636

MEMBERS OF THE BOARD

HILDA L. SOLIS
MARK RIDLEY-THOMAS
SHEILA KUEHL
JANICE HAHN
KATHRYN BARGER

November 07, 2017

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

12 November 7, 2017

LORI GLASGOW
EXECUTIVE OFFICER

CONFLICT OF INTEREST CODES (ALL DISTRICTS) (3-VOTES)

SUBJECT

Approval of the Conflict of Interest Codes.

IT IS RECOMMENDED THAT THE BOARD:

Approve the Conflict of Interest Codes for the Quality and Productivity Commission; Antelope Valley Transit Authority; Auditor Controller; Baldwin Park Unified School District; Claremont Unified School District; Department of Mental Health; Hughes-Elizabeth Lakes Union School District; Pomona Unified School District; Rosemead School District; Rowland Water District; Southeast L. A. County Workforce Investment Board; Valley County Water District; Water Replenishment District of Southern California; and William S. Hart High School District to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Pursuant to Government Code Section 87300, every local government agency must adopt and promulgate a Conflict of Interest Code. Agencies are required to amend their Conflict of Interest Codes when necessitated by changed circumstances pursuant to Government Code Section 87306.

In accordance with the Political Reform Act of 1974, the Board of Supervisors is the code reviewing body for Los Angeles County. The Board of Supervisors must approve an agency's code before it

can take effect.

The proposed Conflict of Interest Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County's strategic plan strategy of pursuing Operational Effectiveness, Fiscal Responsibility and Accountability.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest Code in which individuals in designated positions are required to disclose financial interests at a level appropriate to their decision-making authority.

Adoption of a Conflict of Interest Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to Government Code Section 87300, the code review staff recommends that your Board approve the Conflict of Interest Codes for the agencies listed below.

NEW CONFLICT OF INTEREST CODE:

(Quality and Productivity Commission)

- Adopts by reference Regulation 18730 (2 California Code of Regulations, Sections 18730) as its Conflict of Interest Code and will use specialized disclosure categories that are tailored to their unique duties and responsibilities. The Quality and Productivity Commissioners have reviewed and concur with the level of disclosure they will be making.
- Designates the following positions as code filers: Commission Member and Consultants/New Positions.

SUBSTANTIVE CHANGES:

(Antelope Valley Transit Authority) (See Pages 6-8)

- Removes an unnecessary disclosure category.
- Changes the title of one (1) position.

(Auditor Controller)

- Removes an unnecessary disclosure category.

- Exhibit "B" is modified with the inclusion of a footnote for Consultants and New Positions.
- Deletes Accountant-Auditor; Children Services Administrator II; Children Services Administrator III; Intermediate Accountant-Auditor; Program Specialist I, Auditor-Controller; Program Specialist II, Auditor-Controller; Senior Accountant-Auditor; and Senior Accounting Systems Analyst (Office of County Investigations) from the code since the positions no longer warrant disclosure.
- Adds Chief Accounting Systems Analyst (Systems Operations); Principal Accountant, Auditor-Controller; and Section Manager, Auditor-Controller to the code.

(Baldwin Park Unified School District)

- The County's model real property disclosure category replaces the district's version for clarity.
- Removes an unnecessary disclosure category.
- Deletes Associate Superintendent; Assistant Superintendent, Administrative Services; Chief Business Officer/Senior Director of Fiscal Services; and Director of Human Resources, Classified due to reorganization.
- Changes the titles of two (2) positions.
- Adds Assistant Superintendent, Human Resources; Senior Director of Special Education; Director of Risk Management and Benefits; Director of Student Achievement; and Director of Student Services to the code.

(Claremont Unified School District)

- Removes an unnecessary disclosure category.
- Changes the titles of three (3) positions.
- Adds Director III, Nutrition Services to the code.

(Department of Mental Health)

- Removes an unnecessary disclosure category.
- Adds Health Program Analyst I and Health Program Analyst II to the code.

(Hughes-Elizabeth Lakes Union School District)

- Removes an unnecessary disclosure category.
- Exhibit "B", is modified with the inclusion of the footnote for Consultants and New Positions.
- Adds Computer/Network Technician to the code.

(Pomona Unified School District)

- Removes an unnecessary disclosure category.
- Deletes Program Administrator, Categorical Programs and Program Administrator, Practitioners College from the code due to reorganization.
- Changes the title of one (1) position.
- Adds Director, State & Federal Programs; Director, Educational Technology; Program Administrator, Curriculum & Instruction; Program Administrator, English Learner Program; and Program Supervisor, Migrant Education to the code.

(Rosemead School District)

- Removes an unnecessary disclosure category.
- Deletes Maintenance, Facilities and Operations Manager from the code due to reorganization.
- Changes the titles of three (3) positions.

(Rowland Water District)

- Prior disclosure categories have been removed and new disclosure categories have been developed.
- Part "A", is modified with the inclusion of the footnote for Consultants and New Positions.
- Deletes District Engineer due to reorganization.
- Changes the titles of three (3) positions.
- Adds Distribution Superintendent and Operations Superintendent to the code.
- In the section "Public Officials Who Manage Public Investments under Government Code 87200, et seq.", the position of Investment Consultant has been added.

(Southeast L. A. County Workforce Investment Board)

- Agency has changed its name to Southeast L. A. County Workforce Development Board (SELACO WDB).
- Removes an unnecessary disclosure category.
- Changes the title of one (1) position.

(Valley County Water District)

- Removes an unnecessary disclosure category.
- Exhibit "B", is modified with the inclusion of the footnote for Consultants and New Positions.
- Changes the title of one (1) position.

- Adds Human Resources Coordinator to the code.

(Water Replenishment District of Southern California)

- Removes an unnecessary disclosure category.
- Adds one (1) new disclosure category.
- Changes the titles of two (2) positions.
- Expands the disclosure of three (3) positions.
- Adds Manager of Internal Services to the code.

(William S. Hart High School District)

- Removes an unnecessary disclosure category.
- Changes the title of one (1) position.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approving the attached Conflict of Interest Codes for these agencies will further the purposes of the Political Reform Act of 1974 by requiring the individuals designated in each agency's code to disclose appropriate economic interests.

Respectfully submitted,



LORI GLASGOW

Executive Officer, Board of Supervisors

LG:kw

Enclosures

c: Chief Executive Officer
County Counsel

Amended Code

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

~~Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.~~

~~In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Executive Director/Chief Executive Officer or his or her designee of the agency.~~

~~(See footnote for clarification.)~~

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Members	1, 2, 3
Alternate Board Members	1, 2, 3
Executive Director/Chief Executive Officer	1, 2, 3
General Counsel	1, 2, 3
Chief Operating Officer (was) Chief Administrative Officer	1, 2, 3 Title Change
Chief Financial Officer	2, 3
Director of Operations & Maintenance	2, 3
Director of Communications	4
Innovation Coordinator	4
Grants Administrator	4
Director of Fleet & Facilities	4
Facilities Superintendent	4
Senior Planning Officer	4
Procurement and Contracts Officer	4
Information Technology Supervisor	4
Community Outreach Specialist	4
Consultants/New Positions	5 *

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "B" (Cont'd)

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director/Chief Executive Officer or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director/Chief Executive Officer or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position

EFFECTIVE DATE:

**BOARD OF DIRECTORS
ANTELOPE VALLEY TRANSIT AUTHORITY**

RESOLUTION NO. 2016-005

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT
AUTHORITY ADOPTING AN AMENDED CONFLICT OF INTEREST AND DISCLOSURE
CODE**

WHEREAS, the Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and to promulgate conflict of interest codes; and

WHEREAS, pursuant to said Act, the Authority desires to incorporate by reference the attached amended Conflict of Interest and Disclosure Code, as amended, previously adopted by the Los Angeles County Board of Supervisors. This Code includes Exhibit A, setting forth the disclosure categories, and Exhibit B, setting forth the designated positions within the Authority and their disclosure obligations.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The Board of Directors of the Antelope Valley Transit Authority hereby adopts the amended Conflict of Interest and Disclosure Code of the Antelope Valley Transit Authority in the form attached to this Resolution.

Section 2. A certified copy of this Resolution, including the attached Conflict of Interest and Disclosure Code of the Antelope Valley Transit Authority, shall be forwarded to the Los Angeles County Board of Supervisors.

Section 3. Resolution No. 2015-009 is rescinded in its entirety.

PASSED, APPROVED and ADOPTED this 25th day of October 2016.

AYES: 6 NAYS: 0
ABSTAIN: 0 ABSENT: 0



Mary Crist, Chairman

ATTEST:

APPROVED AS TO FORM:



Karen Darr, Clerk of the Board



Allison E. Burns, General Counsel

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "A" (Cont'd)

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Executive Director/Chief Executive Officer or his or her designee of the agency.

(See footnote for clarification.)

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Members	1, 2, 3
Alternate Board Members	1, 2, 3
Executive Director/Chief Executive Officer	1, 2, 3
General Counsel	1, 2, 3
Chief Administrative Officer	1, 2, 3
Chief Financial Officer	2, 3
Director of Operations & Maintenance	2, 3
Director of Communications	4
Innovation Coordinator	4
Grants Administrator	4
Director of Fleet & Facilities	4
Facilities Superintendent	4
Senior Planning Officer	4
Procurement and Contracts Officer	4
Information Technology Supervisor	4
Community Outreach Specialist	4
Consultants/New Positions*	5

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "B" (Cont'd)

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director/Chief Executive Officer or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director/Chief Executive Officer or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE: 07/20/2016



DATE: January 23, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Resolution No. 2018-002, Authorizing the Execution of the Certifications and Assurances for the California State of Good Repair Program

RECOMMENDATION

That the Board of Directors adopt Resolution No. 2018-002, a Resolution authorizing the execution of the certifications and assurances for the California State of Good Repair Program.

FISCAL IMPACT

Adopting Resolution No. 2018-002 would authorize the Executive Director/CEO to sign, on behalf of AVTA and the Board of Directors, the certification and assurances and any other required documents as it relates to the California Department of Transportation Programs.

BACKGROUND

AVTA receives annual apportionments from the California Department of Transportation. The AVTA Board is required to adopt Resolution No. 2018-002 in order to receive the FY18 allocation of \$183,220. The resolution will certify that the Board authorizes the Executive Director/CEO to execute all necessary documents related to this funding source.

Prepared by:

Submitted by:

Judy Fry
Grants Administrator

Len Engel
Executive Director/CEO

Attachment: A – Resolution No. 2018-002

RESOLUTION #2018-002

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY AUTHORIZING THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM

WHEREAS, the **ANTELOPE VALLEY TRANSIT AUTHORITY** is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 1 (2018) named the Department of Transportation (Department) as the administrative agency for the SGR; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing SGR funds to eligible project sponsors (local agencies); and

WHEREAS, the **ANTELOPE VALLEY TRANSIT AUTHORITY** wishes to delegate authorization to execute these documents and any amendments thereto to the Executive Director/Chief Executive Officer.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Antelope Valley Transit Authority that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Executive Director/Chief Executive Officer be authorized to execute all required documents of the SGR program and any Amendments thereto with the California Department of Transportation.

PASSED, APPROVED AND ADOPTED this 23rd day of January 2018.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

Marvin Crist, Chairman

ATTEST:

APPROVED AS TO FORM:

Karen Darr, Clerk of the Board

Allison E. Burns, General Counsel



DATE: January 23, 2018
TO: BOARD OF DIRECTORS
SUBJECT: Proposed 2018 AVTA Legislative Principles

RECOMMENDATION

That the Board of Directors approve the Proposed 2018 AVTA Legislative Principles as outlined in Attachment A.

FISCAL IMPACT

This program has no direct budgetary impact.

BACKGROUND

The proposed 2018 Legislative Principles outlined in Attachment A include broad guidelines to help focus AVTA's legislative proposals and strategies. It is designed to provide flexibility which will guide staff in responding to legislative issues that may arise during the course of the year, such as Legislation that potentially has a detrimental effect on transit funds, and responses to proposed legislative requirements.

The proposed federal program outlines efforts to strengthen AVTA's relationships with State and Federal representatives in Sacramento and Washington, D.C. as well as relationships with their staff members and various committees that could have an impact on AVTA. Primary goals are to build support for AVTA and its programs, protect our flexibility to use federal funds for operating purposes, and secure adequate funding for necessary improvements and future capital projects.

Staff will continue to prepare legislative updates for the Board on a regular basis. Updates will include recommendations for Board positions on individual bills and policies that affect AVTA's interests. The same will be done for federal and local issues as the need arises.

Prepared and Submitted by:

Len Engel
Executive Director/CEO

Attachment: A – Proposed 2018 Legislative Principles

2018 FEDERAL LEGISLATIVE PRINCIPLES

GOAL	ACTIONS
<p>Ensure that federal and state policy decisions benefit AVTA operations and/or funding.</p>	<ul style="list-style-type: none"> • Meet with AVTA’s House and Senate representatives to request support for specific capital programs as well as transit in general. • Work closely with AVTA’s federal advocacy firm on a program to increase funding for AVTA’s capital projects, specifically electric buses and enhanced mobility, and micro-transit service. • Coordinate with members of the AVTA Board to meet with federal representatives and/or key staff to improve relations and discuss issues of concern to AVTA both locally and in Washington D.C. • AVTA representatives will actively participate in the Bus Coalition, American Public Transportation Association (APTA), Community Transportation Association of America (CTAA), California Association of Community Transportation (CalACT) and California Transit Association (CTA) legislative committees to ensure AVTA’s interests are represented at the federal and state level. • Support fewer federal restrictions on small operators.
<p>Represent regional interests</p>	<ul style="list-style-type: none"> • Coordinate federal advocacy efforts with Los Angeles County, Lancaster and Palmdale. • Participate in advocacy efforts through the Antelope Valley Board of Trade, North County Transportation Coalition (NCTC) and Access Services.
<p>If directed by the Board, support legislation that:</p>	<ul style="list-style-type: none"> • Enhances AVTA’s ability to deliver efficient and effective transit service • Increases transit funding • Supports transit-oriented development • Allows maximum flexibility in the use of federal and state funding for both operating and capital purposes
<p>If directed by the Board, oppose legislation that:</p>	<ul style="list-style-type: none"> • Inhibits AVTA’s ability to deliver effective and efficient transportation services. • Diverts current funding or ignores the need for increased transit funding.

2018 STATE LEGISLATIVE PRINCIPLES

GOAL	ACTIONS
<p>Ensure that state policy decisions are beneficial to Antelope Valley Transit Authority's operations or funding.</p>	<ul style="list-style-type: none"> • Cap and Trade: Participate in workshops and webinars to remain abreast of all developing information related to Cap and Trade funding. <ul style="list-style-type: none"> ◦ Maintain active leadership role with California Air Resources Board (CARB). • Quarterly updates: Provide updates to the Board of Directors on significant legislation and initiatives at least quarterly. • State Advocacy: Support full allocation of sales tax and bond proceeds dedicated to transit. Ensure connection between transit operations funding and climate change policies. • California Transit Association (CTA): Actively participate in CTA activities and committees. Work to make sure CTA's positions reflect AVTA positions. AVTA staff will continue to work with CTA's Zero Emission Bus (ZEB) Task Force. • California Association of Community Transportation (CalACT): Actively participate in CalACT activities and committees. Work to make sure CalACT's positions reflect AVTA positions.
<p>Establish a strong presence with AVTA's state legislative delegation and their staff.</p>	<ul style="list-style-type: none"> • Staff will contact local representatives and/or key staff on a regular basis to improve relations and discuss issues of concern to AVTA both locally and in Sacramento. Staff will extend invitations to elected officials to familiarize them with AVTA capital projects, facility improvements, and program operations. • Local representatives and their staff will receive AVTA news items as well as invitations to AVTA events. • AVTA representatives will participate in CTA Lobby Day and attend the CTA Spring Legislative Conference, and other legislative events to promote relations with elected officials at the leadership and transportation committee levels. • Staff will attend appropriate legislative events in the Antelope Valley and Los Angeles areas.
<p>If directed by the Board, support legislation that:</p>	<ul style="list-style-type: none"> • Enhances AVTA's ability to deliver effective and efficient transportation services; • Increases funding for transit; • Encourages transit-oriented development in California; and • Provides relief from excessive taxes.

<p>If directed by the Board, oppose legislation that:</p>	<ul style="list-style-type: none"> • Inhibits AVTA’s ability to deliver effective and efficient transportation services; and • Diverts current funding or ignore the need for increased transit funding.
---	--

2018 LOCAL LEGISLATIVE PRINCIPLES

GOAL	ACTIONS
<p>Ensure that policy decisions made by regional planning and programming entities recognize issues important to AVTA.</p>	<ul style="list-style-type: none"> • Work through the Bus Operators’ Subcommittee (BOS) and the Los Angeles County Municipal Operators’ Association (LACMOA) to craft solutions to potential areas of concern. • Provide position briefings to Metro Board members, AVTA Board members, and SCAG personnel on issues that may affect operations, planning and funding.
<p>Establish and maintain strong relationships with elected officials and staff in member cities as well as with staff and General Managers of other municipal operators.</p>	<ul style="list-style-type: none"> • Regularly participate in meetings of the Los Angeles County General Managers, Bus Operators’ Subcommittee (BOS) and regional Transportation Summits. • Coordinate on regular basis with Access Services and participate in Advisory committees to enhance service provided to mobility challenged members of community. • Stay abreast of transit issues agendized at the County Board of Supervisors and local city council meetings and newspapers to ensure that common transportation needs are addressed. • Treat local officials as “constituents” and respond in a timely manner to their concerns about AVTA’s policies and service.



DATE: January 23, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Resolution No. 2018-003, Transferring Eighteen Local Transit Buses to Memphis Area Transit Authority (MATA)

RECOMMENDATION

That the Board of Directors 1) adopt Resolution No. 2018-003 (Attachment A), a Resolution for signature authorizing the transfer of eighteen (18) local transit buses to Memphis Area Transit Authority (MATA); and 2) authorize the Executive Director/CEO to execute an agreement to transfer eighteen (18) local transit buses that have not reached their useful life benchmark to another federal grantee, Memphis Area Transit Authority (MATA).

FISCAL IMPACT

The transfer of these buses will generate an income of approximately \$371,000.00 that will be applied to the current bus procurement project.

BACKGROUND

In an effort to comply with Federal Transit Authority (FTA) guidelines and accomplish our goal to have a fully electric fleet by the end of 2018, AVTA will transfer 18 local transit buses that have not reached their useful life benchmark as outlined by the FTA. These buses will have to be transferred to another Federal Grantee in order for bus replacement funds to be released in accordance with FTA guidelines as outlined in CFR 49 5010.1E. At the request of the Los Angeles FTA Field Office Attachment A will be updated with additional information including:

1. Date placed in revenue service;
2. Date removed from revenue service;
3. Federal award identification number that was assigned to the original FTA Award that financed the vehicle;
4. Remaining useful life; and
5. Federal share of remaining useful life.

FTA Circular 5010.1E

Page III-19:

(6) Transfer of Assets from One Transit Property to Another Transit Property. Any transfer of an asset that has an active federal interest (procured under an FTA Award), must be documented to demonstrate acceptance and the responsibility for continuing control of that asset over its useful life. Since FTA retains an interest in that asset, the recipient agency must document the transfer in a new Award or an Amendment. The balance of useful life should be referenced, and if the asset is rolling stock, an update to its fleet information in TrAMS and its fleet management/status plan is required. An Amendment is not required if the asset is transferred after its useful life as defined in the original Award used for the purchase of the asset, or if the Award is not active or closed. In this case, the recipient of the asset should document the transfer of the federally funded asset and attach the document to the recipient's profile in TrAMS. If the recipient is not a current federal recipient, contact your FTA regional or metropolitan office for assistance. At a minimum, in this situation, an agreement is needed between the two entities to document acceptance of the transfer of that asset and the continued compliance with the federal requirements that are bound to those assets. A copy of that document must be transmitted to the FTA Regional or Metropolitan office.

Page IV-36:

(3) Disposition or Inappropriate Use Before the End of the Asset's Useful Life. Any disposition of federally assisted property before the end of its useful life requires prior FTA approval. FTA is entitled to its share of the remaining federal interest.

(a) Transfer of Assets No Longer Needed. For an asset that has not met its useful life and with prior FTA approval, the recipient may follow procedures for 49 U.S.C. § 5334(h)(1) – (3) to transfer federally assisted property (real property, including land, or equipment) to a public agency for non-public transportation use provided the recipient can demonstrate that:

1. The asset will remain in public use for at least five years after the date the asset is transferred;
2. There is no purpose eligible for assistance for which the asset should be used;
3. The overall benefit of allowing the transfer is greater than the FTA interest in liquidation and return of FTA's remaining federal interest in the asset, after considering fair market value and other factors; and
4. Through an appropriate screening or survey process (usually by following procedures for publication in the Federal Register), that there is no interest in acquiring the asset for the federal use if the asset is a facility or land.

Additional information regarding this type of disposition is available from your FTA Regional or Metropolitan Office.

Page IV-43:

(e) Transfer of Rolling Stock—Recipient-to-Recipient. With prior FTA approval, a recipient may transfer rolling stock that has not yet served its useful life to another recipient. The federal interest in the rolling stock will be transferred with the rolling stock, and therefore, there is no obligation to reimburse FTA. However, no additional FTA assistance may be used to acquire the vehicles. Both recipients should coordinate with their FTA Regional Office(s). The required information must be provided by the appropriate contacts for both affected transit agencies, which agencies might be in different Regional Offices. When the rolling stock has remaining useful life, the following information should be submitted:

1. A Written Request for Approval to Transfer or Receive Vehicles. The request should include the transferor/transferee recipient's name, list of vehicles (year, make, model), date placed in revenue service, date removed from revenue service, federal award identification number that was assigned to the original FTA Award that financed the vehicle, mileage, remaining useful life, federal share of remaining useful life, and reasons for transfer.
2. A Board Resolution (or Other Appropriate Legal Action) from Each Recipient. The transferring recipient's board resolution (or other appropriate legal action) should identify the receiving recipient, include a statement that the vehicles are no longer required, a list of the vehicles to be transferred including the Vehicle Identification Numbers (VINs), and the remaining federal interest that is transferred to the receiving recipient.

The receiving recipient's board resolution (or other appropriate legal action) should identify the transferring recipient, a statement that the vehicles are needed for revenue service, a list of the vehicles to be acquired including VINs, the remaining federal interest for each vehicles, agreement that the vehicles will be maintained in accordance and in compliance with FTA requirements, and that the transferred vehicles will be included in its equipment inventory records.

3. A Rolling Stock Status Report. Each recipient should provide a Rolling Stock Status Report that includes all information as identified in Appendix E. The Rolling Stock Status Report should reflect the impact that the transfer/addition of the vehicles will have on the recipient's total fleet and spare ratio. If approved, the receiving recipient will be directed to include the transferred vehicles in its next application for federal assistance.

Staff is requesting to transfer the 18 buses listed below to MATA for the value of the depreciated match funds used to procure these buses.

Bus #	Year	MFG	Mileage	Dep. Value as of 10/2017	Match %	Dep. Match Value
4355	2012	GILLIG	347581	\$375,427.38	0.0%	\$0.00
4356	2012	GILLIG	337361	379,797.17	0.0%	\$0.00
4357	2012	GILLIG	307212	379,797.17	0.0%	\$0.00
4358	2012	GILLIG	303601	404,538.17	0.0%	\$0.00
4359	2012	GILLIG	344167	379,797.17	0.0%	\$0.00
4360	2012	GILLIG	347585	384,166.94	0.0%	\$0.00
4361	2012	GILLIG	319188	384,166.94	0.0%	\$0.00
4362	2012	GILLIG	343474	384,166.94	0.0%	\$0.00
4363	2012	GILLIG	303708	384,166.94	0.0%	\$0.00
4364	2012	GILLIG	321609	384,166.94	0.0%	\$0.00
4365	2012	GILLIG	332495	384,166.94	0.0%	\$0.00
4366	2012	GILLIG	318450	384,166.94	20.0%	\$76,833.27
4367	2012	GILLIG	340166	384,166.94	20.0%	\$76,833.27
4368	2012	GILLIG	245057	384,166.94	20.0%	\$76,833.27
4369	2012	GILLIG	329597	384,166.94	36.6%	\$140,526.07
4372	2015	GILLIG	131164	372,586.70	0.0%	\$0.00
4373	2015	GILLIG	175552	372,586.70	0.0%	\$0.00
4374	2015	GILLIG	124885	372,586.70	0.0%	\$0.00
		Current Value		\$6,878,786.56		\$371,025.88

Prepared by:

Submitted by:

Mark Perry
 Director of Fleet and Facilities

Len Engel
 Executive Director/CEO

Attachment: A – Resolution No. 2018-003

RESOLUTION NO. 2018-003

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY FOR SIGNATURE AUTHORIZING THE TRANSFER OF EIGHTEEN (18) LOCAL TRANSIT BUSES TO MEMPHIS AREA TRANSIT AUTHORITY (MATA)

WHEREAS, the Antelope Valley Transit Authority (AVTA) desires to permanently transfer eighteen (18) buses (detailed in Exhibit A) that have not reached their useful life benchmark but are no longer required, to Memphis Area Transit Authority.

NOW THEREFORE, BE IT RESOLVED BY THE ANTELOPE VALLEY TRANSIT AUTHORITY (AVTA):

1. That the Executive Director/CEO is authorized to execute and file all applications and/or agreements on behalf of the AVTA with the U.S. Department of Transportation to transfer rolling stock that has not reached its useful life benchmark.
2. That the Executive Director/CEO is authorized to execute all transfer agreements on behalf of AVTA with the U.S. Department of Transportation to aid in the Grantee to Grantee transfer.
3. Len Engel, AVTA Executive Director/CEO, is hereby authorized to execute the Grantee to Grantee transfer pertaining to the transfer of rolling stock outlined by CFR 49 5010.1E to Memphis Area Transit Authority.

PASSED, APPROVED, AND ADOPTED this 23rd day of January 2018, by the following vote:

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

Marvin Crist, Chairman

ATTEST:

APPROVED AS TO FORM:

Karen Darr, Clerk of the Board

Allison E. Burns, General Counsel

Exhibit A

Bus #	Year	MFG	Mileage	Vehicle ID Number	Dep. Value as of 10/2017	Match %	Dep. Match Value
4355	2012	GILLIG	347,581	15GGD3019C1181376	\$375,427.38	0.0%	\$0.00
4356	2012	GILLIG	337,361	15GGD3012C1181378	379,797.17	0.0%	\$0.00
4357	2012	GILLIG	307,212	15GGD3014C1181379	379,797.17	0.0%	\$0.00
4358	2012	GILLIG	303,601	15GGD3010C1181380	404,538.17	0.0%	\$0.00
4359	2012	GILLIG	344,167	15GGD3012C1181381	379,797.17	0.0%	\$0.00
4360	2012	GILLIG	347585	15GGD3014C1181382	384,166.94	0.0%	\$0.00
4361	2012	GILLIG	319188	15GGD3016C1181383	384,166.94	0.0%	\$0.00
4362	2012	GILLIG	343474	15GGD301XC1181385	384,166.94	0.0%	\$0.00
4363	2012	GILLIG	303708	15GGD3018C1181384	384,166.94	0.0%	\$0.00
4364	2012	GILLIG	321609	15GGD3011C1181386	384,166.94	0.0%	\$0.00
4365	2012	GILLIG	332495	15GGD3013C1181387	384,166.94	0.0%	\$0.00
4366	2012	GILLIG	318450	15GGD3015C1181388	384,166.94	20.0%	\$76,833.27
4367	2012	GILLIG	340166	15GGD3017C1181389	384,166.94	20.0%	\$76,833.27
4368	2012	GILLIG	245057	15GGD3013C1181390	384,166.94	20.0%	\$76,833.27
4369	2012	GILLIG	329597	15GGD3010C1181377	384,166.94	36.6%	\$140,526.07
4372	2015	GILLIG	131164	15GGD2715F1185610	372,586.70	0.0%	\$0.00
4373	2015	GILLIG	175552	15GGD2717F1185611	372,586.70	0.0%	\$0.00
4374	2015	GILLIG	124885	15GGD2719F1185612	372,586.70	0.0%	\$0.00
		Current Value			\$6,878,786.56		\$371,025.88



DATE: January 23, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Contract Extension for Contract #2011-032 with Transdev for Fixed Route Transit Operations and Maintenance Services

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to negotiate and execute a two-year extension to Contract #2011-032 with Transdev for fixed route operations and maintenance services effective January 1, 2018.

FISCAL IMPACT

The contract value for fixed route operations and maintenance is approximately \$27,062,337 from January 1, 2018 through December 31, 2019 and \$28,711,046 from January 1, 2020 to December 31, 2021. The four year total would be \$55,773,383. Because the contract reimburses based on an agreed-upon cost per vehicle revenue hour, actual costs will vary depending on service levels. The price per year is based on 165,468 revenue hours effective January 1, 2012 (the beginning of the base contract). The cost per vehicle revenue hour (VRH) may not increase more than 3% per year or CPI, but will in no case exceed the bid amount.

YEAR #	TOTAL COSTS	COST PER REVENUE HOUR
7	\$13,330,875	\$80.56
8	\$13,731,462	\$82.99
9	\$14,143,030	\$85.47
10	\$14,568,016	\$88.04
TOTAL	\$55,773,383	\$84.27

Contract Extension for Contract #2011-032 for Fixed Route Transit Operations and Maintenance Services

January 23, 2018

Page 2

Sufficient funds for the remainder of the fiscal year are included in the FY18 Business Plan – Operations and Maintenance. This contract will be supported through budgeted federal 5307 operating and preventive maintenance funds with Proposition A and C Discretionary funds applied as local match.

BACKGROUND

Procurement Process: The AVTA Board of Directors authorized staff to release a Request for Proposals for Fixed Route Transit Services on May 24, 2011.

AVTA received four proposals for fixed route services. All proposers were invited to submit Best and Final Offers (BAFOs). Pricing was scored separately and not considered during evaluation of the performance factors identified in the process. While the scores were reasonably close, Transdev (Veolia) was the highest ranked competitor.

Prepared and Submitted by:

Len Engel
Executive Director/CEO



DATE: January 23, 2018
TO: BOARD OF DIRECTORS
SUBJECT: Vanpool Program Options

RECOMMENDATION

That the Board of Directors (1) approve a 36-month lease of ten (10) Chrysler Pacifica hybrid vans; (2) authorize staff to focus on Edwards Air Force Base (EAFB) for the initial phase of the vanpool operation; and (3) authorize staff to work with Mojave Air & SpacePort management to identify appropriate funding to support public transportation linking the Mojave Air & SpacePort and Lancaster/Palmdale.

FISCAL IMPACT

The 2016 Transit and Intercity Rail Capital Program (TIRCP) grant stipulates a three-year vanpool/car sharing demonstration project consisting of not less than ten (10) vehicles. The estimated annual operating cost (vehicle lease, maintenance, insurance, and fuel) for ten (10) Chrysler Pacifica hybrid vans is \$264,000. Assuming there are sixty program participants and a monthly Department of Defense's (DOD) subsidy of not less than two hundred dollars (\$200.00) per participant, the estimated annual subsidy (revenue) would be \$144,000. Estimated annual operating cost minus estimated annual participant subsidy (revenue) equals \$120,000.

The three-year TIRCP grant of \$400,000 translates to \$133,000 annually. Therefore, given the cost and revenue estimates presented above, AVTA would have an annual balance of \$13,000 for project administration/marketing.

BACKGROUND

Staff has been investigating options to implement an AVTA vanpool program made possible by funding obtained through the agency's first TIRCP grant.

The purpose of this memo is two-fold. First, to provide the Board with a summary of recent staff activities undertaken in connection with the possible development of a

public transportation alternative linking Lancaster, Palmdale, and adjacent unincorporated Los Angeles County communities with EAFB and/or the Mojave Air & SpacePort. Second, to identify service delivery options.

In 2016, AVTA received a \$400,000 TIRCP grant to support creation of a battery-electric vanpool/car sharing program in the Antelope Valley. In mid-2017, AVTA issued a Request for Proposals to which Green Commuter was the sole respondent. Following the presentation of the proposal evaluation scoring, the Board rejected Green Commuter's bid and directed staff to identify alternatives.

The Opportunity

Throughout 2017, AVTA received requests from representatives from EAFB as well as the Mojave Air & SpacePort to provide commuter bus service linking Lancaster, Palmdale, and adjacent unincorporated LA County communities with these two employment activity centers.

Edwards Air Force Base

In May 2017, staff conducted an employee survey at EAFB to quantify demand for a possible commuter bus/vanpool service. Of the 754 respondents, approximately 60 percent indicated residing in the Antelope Valley (AV). Eighty-nine percent historically commute via single-occupant vehicle, the vast majority (94 percent) in gasoline/diesel fueled vehicles.

The subset of AV residents (employed at EAFB) expressing a "strong interest" (defined as 4 to 5 days/week use) in either a commuter bus or vanpool service equates to 305 persons. This translates to nearly 150,000 annual unlinked trips, and approximately 4.7 million Vehicle Miles Traveled (VMT) (based on a one-way commute of 32 miles).

The DOD established a "mass transit benefit program" for personnel outside the National Capital Region. The goal of the benefit is to assist employees reduce their daily contribution to traffic congestion and air pollution, as well as expand their commuting alternatives. Effective January 1, 2018, Department of Navy transit benefit participants are eligible for transit benefits up to \$260.00 per month (parking fees are not included) for specific pre-approved commuter mass transit transportation costs not to exceed actual expenses. Based on a preliminary discussion with EAFB representatives, staff believes this DOD benefit also includes organized vanpools.

Mojave Air & SpacePort

In October 2017, staff conducted an employee survey to quantify demand for a possible commuter bus/vanpool service linking the SpacePort with Lancaster and Palmdale. Of the 357 respondents, 74 percent indicated residing in the Antelope Valley. Of these, 92 percent historically commute via single-occupant vehicle, the vast majority (94 percent) in gasoline/diesel fueled vehicles.

The subset of AV residents (employed at the SpacePort) expressing “strong interest” (defined as 4 to 5 days/week use) in either a commuter bus or vanpool program equates to 265 persons. This translates to over 127,000 annual unlinked trips, and approximately 4 million annual VMT.

Based on the demand identified via the EAFB and Mojave Air & SpacePort surveys, staff believes sufficient demand exists to establish a public transportation program linking these important employment activity centers with Lancaster and Palmdale. At least four benefits are anticipated: 1) Positive response to requests from EAFB and Mojave Air & SpacePort management for a public transportation alternative. 2) Opportunity to positively impact AV air quality through significant reduction in greenhouse gases and VMT. 3) Opportunity to reverse declines in AVTA ridership and fare revenue. 4) Opportunity to diversify AVTA’s historic service offerings thereby providing a more competitive menu of programs and services.

The ideal response to this opportunity would be the introduction of a battery-electric commuter bus service linking Lancaster/Palmdale with EAFB and/or the Mojave Air & SpacePort. However, this is not practical for at least two reasons. First, AVTA will not have sufficient battery-electric commuter coaches (a minimum of six would be required to address this opportunity) until at least the second half of 2018. Second, the 2016 TIRCP stipulates an alternative fuel vanpool and/or car sharing program in the AV. Therefore, staff identified three options to support a TIRCP-funded vanpool pilot program: 1) Contract with Enterprise Rideshare to provide a fleet of vans. 2) Lease alternative fuel vans from a local automotive/fleet dealer. 3) Purchase or lease battery-electric vans from Tesla.

Enterprise

In recent months, staff met with representatives from Enterprise Rideshare on three occasions to assess the firm’s interest in/and capability to respond to this opportunity. While Enterprise Rideshare is interested in providing vehicles to AVTA to support introduction of a vanpool program to EAFB and/or Mojave Air & SpacePort, Enterprise is limited to gasoline-fueled vehicles. Additional research by AVTA staff confirms the current absence of a CARB-certified alternative fuel vanpool vehicle in California.

Local automotive/fleet dealer

Following the Board discussion at its November 28, 2017 meeting, staff contacted each of the new car/vehicle dealers in Lancaster and Palmdale. In early December, staff met with representatives from Hunter Chrysler/Dodge to view the hybrid Chrysler Pacifica (6-passenger van). The cash price for the Pacifica is approximately \$42,000. Hunter Chrysler is also open to a short-term (36 months) lease; translating to a monthly lease of approximately \$1,000 (zero cash down). Besides the monthly lease fee, the operating cost of a vanpool program would include fuel, insurance, and vehicle maintenance.

Given the vehicle's limited seating capacity, staff believes the per person monthly cost would exceed the current typical monthly commute cost of the target audience (based on 15k annual miles). Therefore, some form of user subsidy would be necessary in order to attract the target audience. (Note: Staff research reveals some form of user subsidy – initial or ongoing – is a critical component of successful vanpool programs including LA Metro, Victor Valley Transit Authority, and Cal Vans.)

Tesla

The Tesla van has an acquisition cost (purchase or lease) well above that of the Chrysler Pacifica. As such, the anticipated user-subsidy for the proposed program would be nearly double. Lastly, throughout 2017, Tesla encountered serious production problems significantly reducing its forecast vehicle output.

Staff believes a 36-month lease of ten (10) Chrysler Pacifica hybrid vans is the most prudent option at this time given the terms and conditions of the 2016 TIRCP grant. Further, recent changes to the federal tax code include elimination of the employer pretax transportation benefit, directly impacting private sector employers located at the Mojave Air & SpacePort. Therefore, staff recommends focusing on EAFB for the initial phase of the vanpool operation given the anticipated availability of the DOD's commute subsidy. (Note: Staff will continue to work with Mojave Air & SpacePort management regarding securing appropriate federal funding to support establishment of a commuter bus/vanpool program linking Lancaster/Palmdale with the SpacePort.) Staff also believes introduction of a pilot vanpool program would meet the terms and conditions of the 2016 TIRCP grant, and qualify AVTA for Phase Two funding. Lastly, introduction of a pilot vanpool program would qualify as a "service expansion", and therefore an eligible expenditure under Measure M.

Prepared by:

Submitted by:

Jim Moore
Planning Consultant, Moore & Associates

Len Engel
Executive Director/CEO



DATE: January 23, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Annual Review of AVTA's Equal Employment Opportunity (EEO) Statement Policy and Transdev's EEO Plan

RECOMMENDATION

That the Board of Directors review, update, and reaffirm AVTA's Equal Employment Opportunity Statement Policy (Attachment A) and Transdev's EEO Plan (Attachment B).

FISCAL IMPACT

Annual review, update, or reaffirmation of this Policy is unlikely to result in any fiscal impact.

BACKGROUND

The Board of Directors approved AVTA's Equal Employment Opportunity (EEO) Statement Policy on July 25, 2017. The purpose of the Policy is to document and clearly communicate that AVTA will provide an equal employment opportunity for all persons and will prohibit discrimination based on race, color, creed, national origin, sex, age, disability, religion, marital status, sexual preference or veteran status or any other class as prohibited by federal and/or state law.

Additionally, the EEO Policy Statement and contractor's EEO Plan must be reviewed, updated and reaffirmed by the Board of Directors annually. Per Transdev's contract, this review must be accomplished no later than thirty (30) days after the end of each calendar year. The review will include a submittal to AVTA of an EEO report/plan that meets all of the requirements of the Federal Transit Administration EEO Circular 4704.1A and documents any/all deficiencies and required corrective actions. Inquiries concerning this policy may be directed to AVTA's EEO appointed Compliance Officer.

Prepared by:

Submitted by:

Norman L. Hickling
Chief Operating Officer

Len Engel
Executive Director/CEO

Attachments: A – AVTA's EEO Statement Policy
B – Transdev's EEO Plan

	EQUAL EMPLOYMENT OPPORTUNITY (EEO) STATEMENT POLICY		Policy No. 000000
	Policy Effective Date: July 25, 2017	Revised on:	
	Approved by: Board of Directors		
	Date Approved: July 25, 2017	Page 1 of 3	

The Antelope Valley Transit Authority (AVTA) is an Equal Employment Opportunity (EEO) employer. It is the policy of the AVTA to provide equal employment opportunity for all persons and prohibits discrimination based on race, color, creed, national origin, sex, age, disability, religion, marital status, sexual preference or veteran status or any other class as prohibited by federal and/or state law.

AVTA recruits, hires, trains, and promotes employees without regard to race, religion, color, creed, national origin, ancestry, physical or mental disability, medical condition, marital status, sex or gender (including sexual harassment, pregnancy, childbirth or related medical conditions), age (40 and older), sexual orientation, gender identity, veteran status, genetic characteristics, or other legally protectable class as defined in Title VII and the California Fair Employment and Housing Act ("FEHA"), and any other applicable provisions of federal and/or state law. AVTA remains in compliance with the provisions of the Americans With Disabilities Act (ADA) and FEHA regarding persons with disabilities.

This policy applies to all employment practices and conditions, including recruitment and selection, promotions, terminations, transfers, layoffs, compensation decisions, discipline, separations, training, and benefits.

AVTA is committed to implementation of an affirmative action policy, which includes development of goals and timetables, which is designed to overcome the effects of past discrimination on minorities and women.

Executive oversight of AVTA's EEO policy is the responsibility of the AVTA Executive Director/CEO. Oversight and implementation, which includes dissemination, understanding and enforcement of the EEO policy is the responsibility of the appointed EEO Compliance Officer. The appointed EEO Compliance Officer is responsible for updating AVTA's EEO policies, monitoring compliance with the affirmative action plan, goals, providing training, and implementing programs that promote the AVTA's policy of promoting diversity, equal employment opportunities and affirmative action.

All applicants for employment and employees have the right to file complaints alleging discrimination with AVTA's EEO Compliance Officer. Any employee who contends that he/she has been subjected to unlawful discrimination, harassment or retaliation in violation of federal or state law, may use the internal complaint procedure set forth in AVTA's Harassment-Free Workplace policy. Employees can raise concerns and make reports without fear of reprisal. Anyone found to be

engaging in any unlawful discrimination will be subject to disciplinary action, up to and including dismissal from employment.

EMPLOYEE AND MANAGEMENT RESPONSIBILITIES

All AVTA directors, managers and supervisors with hiring authority share in the responsibility of ensuring agency compliance through understanding, communicating and active involvement in support of AVTA's EEO policies and affirmative action plans.

AVTA Managers and Supervisors will be evaluated on their actions taken to ensure successful implementation and compliance with the agency's EEO policy the same way as their performance on other agency's goals in accordance with FTA circular 4704.1, [Page III-2 a. (6)].

Successful achievement of AVTA's EEO policy goals will provide benefits to the recipient/sub-recipient/contractor through fuller utilization and development of previously underutilized human resources in accordance with FTA circular 4704.1, [Page III- 2 a. (7)].

AVTA is committed to maintaining an environment that values diversity in which all employees are free from illegal discrimination and harassment.

Nothing herein is intended to modify the at-will status of all employees of AVTA.

CONTRACTOR COMPLIANCE

The Federal Transit Administration (FTA) requires grantees to document their review of EEO Programs for sub-recipients or contractors that meet the EEO Program threshold. As per the FTA EEO Circular 4704.1A, AVTA must review and monitor sub-recipients or contractors EEO Programs and policies which verify that they contain these seven elements:

1. Statement of Policy;
2. Plan for dissemination both internally and externally;
3. Designation of appropriate personnel responsible for carrying out the EEO; Program, including the designation of an EEO Officer;
4. Utilization analysis;
5. Goals and timetables to correct identified areas of underutilization or concentration;
6. Assessment of an agency's employment practices; and
7. Plan for monitoring and reporting on the EEO Program.

ANNUAL REVIEW OF POLICY

This EEO Policy Statement and contractor's EEO Plan will be reviewed, updated and reaffirmed by the Board of Directors annually. Per current operator contract, this review must be accomplished not later than thirty (30) days after the end of each calendar year. The review will include a submittal to AVTA of an EEO report/plan that meets all of the requirements of FTA EEO Circular 4704.1A and documents any/all deficiencies and required corrective actions. Inquiries concerning this policy can be directed to AVTA's EEO appointed Compliance Officer, as appointed by the AVTA Executive Director/CEO.

**Antelope Valley Transit
Authority
Lancaster, CA**

**Operated by
Transdev
Services Inc.**

**Equal Employment Opportunity
Program**

June, 2014

TABLE OF CONTENTS

Introduction	3
Statement of Policy	4
Internal Dissemination of Equal Employment Opportunity Policy And Programs	6
External Dissemination of Equal Employment Opportunity Policy And Programs	7
Designation of Equal Employment Opportunity Employment Utilization Analysis	9
Goals and Timetables	13
Assessment of Present Employment Practices	14
Internal Monitoring and Evaluation of the EEO Program	16
	21

ATTACHMENTS	TITLE
1	Workforce Analysis Chart
2	Employment Practices Chart
3	EEO1 Report
4	Organization Chart
6	Equal Employment Opportunity Policy
7	TransdevUnlawful Harassment Policy
8	TransdevBusiness Code of Conduct
9	Due Process Policy
10	Progressive Discipline Policy
11	Termination Approval Policy
12	Whistleblower Policy

INTRODUCTION

Transdev's Antelope Valley operations provides Fixed Route and Paratransit Services to the city of Lancaster and the surrounding Northern Los Angeles.

The employees at Antelope Valley Transit are employed by Transdev Services, Inc., (Transdev) a private corporation. These individuals carry out the day-to-day operations. The above agencies have delegated the personnel management responsibilities, including the administration of the personnel policies, to Transdev.

In order to maintain the oversight necessary to meet the fiduciary responsibilities involved in the EEO requirements of the Federal Transit Administration (FTA) contract, the responsibility of this program is delegated to the Transdev General Manager, Hector Fuentes.

The following Equal Employment Opportunity Program is for the benefit of all applicants and employees of Transdev. In this Program, Antelope Valley Transit Authority and Transdev reaffirm their commitment to equal employment opportunity for all applicants and employees regardless of gender, race, sex, religion, color, creed, age, national origin, ancestry, marital status, citizenship status, veteran status, disability, sexual orientation or any other factor prohibited by applicable federal, state or local law.

Equal employment opportunity has been identified as a basic element in the operating philosophy of this organization. This EEO Plan is presented as a statement of commitment and as a guide for future action in meeting equal employment opportunity goals as required by the provisions in the grants contracts with the Federal Transit Administration.

STATEMENT OF POLICY

Transdev Services, Inc. (Transdev) is an Equal Opportunity Employer, committed to EEO for all persons, regardless of race, color, national origin, sex, creed, age or disability to create and maintain a qualified and diverse workforce. Transdev is committed to the development of specific goals and timetables in the event of any underutilization of its human resources. Transdev will afford equal employment opportunities to employees and applicants, and will not tolerate discrimination based on gender, race, sex, religion, color, creed, age, national origin, ancestry, marital status, citizenship status, veteran status, disability, sexual orientation or any other factor prohibited by applicable federal, state or local law.

This policy applies to all terms, conditions, employment practices and privileges of employment including recruitment, selection, on-boarding, initial periods of employment, job assignments, training and development, working conditions, promotion, transfer, compensation, benefits, educational assistance, layoff and recall, social and recreation programs, termination and separation and other terms and conditions of employment.

The responsibility for the implementation and monitoring of the EEO Program is assigned to Luz Perkins, Human Resources Generalist, who reports directly to the General Manager. Within their respective areas of responsibility, all managerial and supervisory personnel are accountable to assure compliance with this policy. However, all management personnel shall share in this responsibility through specific tasks assigned to ensure compliance is achieved. The performance of managers, supervisors, etc., will be evaluated on the success of the EEO Program just as their performance is evaluated on other departmental and organizational goals.

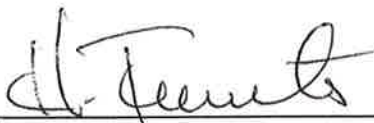
Any applicant or employee has a right to file a discrimination complaint. In the event the complaint is related to the Human Resource function, applicants or employees may file their complaint with the Compliance Manager or Regional Director of Human Resources (Phil Isaacs; 480-677-1275) contact Transdev through the Transdev Ethics & Compliance Hotline at 1-866-850-3033 or contact Transdev online from our website at www.transdevna.com.

Transdev understands that achieving EEO goals benefits our corporation through fuller utilization and development of any previously underutilized human resources to achieve appropriate diversity. Transdev policies and practices that support this Equal Employment Opportunity Policy include the following:

- Transdev displays posters regarding equal employment opportunity in areas highly visible to employees.
- All advertising for job applicants include the statement "*Transdev is an Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants. Applicants will receive fair and impartial consideration without regard to race, sex, color, religion, national origin, age, disability, veteran status, genetic data, or religion or other legally protected status.*"
- All managerial and supervisory personnel will be reminded that their progress in meeting equal employment opportunity goals is considered an important factor in their performance and will be considered in the performance appraisal process.
- Transdev posts its Unlawful Harassment, ADA and Equal Employment Policy on company bulletin boards.

Employees and applicants are required to report any apparent discrimination or unlawful harassment and/or violations of the ADA. Transdev forbids any form of unlawful harassment for any circumstances as well as any harassment covered under the ADA affecting employees, passengers or others. Complaints are investigated in a prompt and thorough manner and handled as confidentially as possible.

Transdev forbids retaliation against any individual who in good faith files a charge of discrimination, reports harassment or who assists, testifies, or participate in any equal employment proceeding.



Hector Fuentes, General Manager

INTERNAL DISSEMINATION OF EQUAL EMPLOYMENT OPPORTUNITY POLICY AND PROGRAMS

Managers and supervisors will be fully informed internally of Transdev's policy by the following actions:

1. Written communication from the General Manager
2. The EEO Program will be referenced in personnel and operations manuals.
3. Meetings with manager and supervisors will be held at least semi-annually to discuss the program, its implementation and progress.
4. The Equal Employment Policy and Unlawful Harassment Policy shall be posted on each official company bulletin board and other conspicuous and accessible locations.
5. The EEO Policy and Unlawful Harassment Policy contain information on contacting the EEO Officer.
6. All managerial and supervisory personnel will be reminded that their progress in meeting equal employment opportunity goals is considered an important factor in their performance and will be considered in the performance appraisal process.
7. Providing and supporting career counseling for all employees.
8. Bulletin boards, forms, and advertising used by the organization shall be monitored to ensure that information on equal employment opportunity is included as appropriate and that such materials project the image of Transdev as a fair employer.
9. Labor organizations will be notified of the EEO Program and requested to cooperate in meeting the goals established.
10. Non-discrimination clauses shall be included in all union agreements, and all contractual provisions shall be reviewed to ensure non-discrimination.
11. Non-supervisory staff will be informed of Transdev's policy and program by actions such as:
 - Written Communications from the General Manager

- Inclusion of the EEO Program in employee handbooks and labor contracts
- Posting official EEO posters and policy statement on bulletin boards in conspicuous and accessible locations to include employee lounges and in the Human Resource office.
- The EEO Program will be reviewed and discussed with all employees at least semi-annually at regularly scheduled meetings.
- Meetings with persons with disabilities, minorities and females for program suggestions.
- The organization's EEO Program, Equal Employment Opportunity Policy and Unlawful Harassment Policy are provided to all new employees during the new hire orientation process. Training on these policies is conducted at least annually.

**EXTERNAL DISSEMINATION OF EQUAL EMPLOYMENT OPPORTUNITY
POLICY AND PROGRAMS**

1. Each recruiting source to include Employment agencies, unions, educational institutions, minority organizations, persons with disabilities groups, and women's organizations, civil rights organizations, training organizations and others who refer applicants will be advised that Transdev is an equal employment opportunity employer.
2. Any public media sources to include in appropriate public media to include radio, television, newspapers, internet and journals will be utilized as needed, depending on the labor market selected for a qualified and diverse candidate pool.
3. All job postings and advertisements for personnel will include a statement that *Transdev is an Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants. Applicants will receive fair and impartial consideration without regard to race, sex, color, religion, national origin, age, disability, veteran status, genetic data, or religion or other legally protected status.*
4. Contract proposals and bid specifications shall include the statement that the organization is an equal employment opportunity employer.
5. When employees are pictured in consumer advertising, both minority and non-minority males and females shall be shown.

**DESIGNATION OF EQUAL EMPLOYMENT OPPORTUNITY
RESPONSIBILITIES**

The General Manager of Transdev's Antelope Valley Transit Authority operation has the overall responsibility for Equal Employment Opportunity. The Human Resources, Luz Perkins, who reports directly to the General Manager, is designated as the Equal Employment Opportunity (EEO) Officer. The direct oversight of the EEO Program by the General Manager ensures that responsibilities related to the EEO requirements of the FTA grant contract are met. The specific delineation of EEO responsibilities is detailed below:

General Manager

1. Serves as the primary representative of Transdev and monitors the EEO Program through reports from Human Resources and requested additional information, and ensures compliance with the fiduciary responsibilities involved in the EEO provisions of the FTA grant contract.
2. Reviews the EEO discrimination complaint process, ensuring that complaints are handled in accordance with this Program and general EEO guidelines.
3. Directs the performance of internal evaluations to determine progress in meeting goals, problem areas, and effectiveness of employment practices in ensuring equal employment opportunity.
4. Disseminates directives to management and staff, as necessary, to ensure compliance with the EEO Program.

Human Resources Generalist

1. Provides for an uninhibited avenue for applicants and employees to file complaints or raise questions regarding discrimination because of race, religion, gender, national origin, ancestry, veteran's status, marital status, age, disability or sexual orientation. Ensures that the discrimination complaint process is followed and, as necessary, explains external appeal rights to the complainant, and conducts follow-up reviews to determine if required corrective actions have been taken.
2. Developing and recommending, with the support of Transdev's Corporate Human Resources, EEO Policy, a written EEO program for Transdevemployees at Antelope Valley Transit Authority, and internal and external communication procedures.

3. Assisting management in collecting analyzing employment data, identifying problem areas, setting goals and timetables and developing programs to achieve goals.
4. Designing, implementing and monitoring internal audit and reporting systems to measure program effectiveness and to determine where progress has been made and where further action is needed.
5. Reporting periodically to the General Manager on progress of each unit in relation to the company's goals.
6. Serving as a liaison between the company, Federal, State and local governments, regulatory agencies, minority, disabled and women groups, and other community groups.
7. Assuring that current legal information affecting affirmative action is disseminated to responsible organizations, and other community groups.
8. Assisting in recruiting minority, disabled and women applicants and establishing outreach sources for use by hiring officials.
9. Concurring in all hires and promotions.
10. Supporting career counseling for all employees
11. Processing employment discrimination complaints
12. Investigates, either in response to a complaint, or at the direction of the General Manager, or at her own discretion, any personnel action affecting employees or applicants for employment to ensure compliance with EEO guidelines and this program. The Human Resources Coordinator shall have the right to inspect any personnel files, departmental records, or other records as needed in conducting an investigation or monitoring personnel practices.
13. If a complaint is directed toward Human Resources at the agency, any individual or group will be referred to the Regional Director of Human Resources (Phil Isaacs, 480-677-1275), or Transdev's Ethics & Compliance Hotline at 1-866-850-3033, also available online from our website at www.Transdevna.com.
14. Serves as the Equal Employment Opportunity Officer and official liaison between Transdev, its funding client, and any government and/or

regulatory agencies on matters concerning equal employment opportunity.

15. Disseminates information relative to the EEO program to management and staff. Provides technical assistance, information, and explanation of policies and procedures to supervisory personnel to assist them in resolving and avoiding complaints.
16. Disseminates information to any necessary external sources including but not limited to media publications, groups and the internet.
17. Assures that current legal information affecting affirmative action is disseminated to responsible officials.
18. Participates in on-going training in order to maintain current information regarding EEO requirements and concerns. Retains membership in related professional organization for the same reasons.
19. Named in all internal and external correspondence regarding the EEO Plan.

To ensure the achievement of the above, the Human Resource Coordinator/EEO Officer will demonstrate the following:

1. Sensitive to, and with an awareness of, the varied ways in which discrimination occurs.
2. Has a total commitment to EEO program goals and objectives
3. Knowledge of civil rights precepts, policies rules, regulations and guidelines.
4. Sufficient authority and ability to work and communicate with others to achieve EEO goals and objectives.

All Supervisors, Managers and Executives

1. Assist in identifying problem areas and establishing company and department goals and objectives.
2. Actively involved with local minority organizations, women's and disabled groups, community action organizations and community service programs.

3. Participates actively in periodic audits of all aspects of employment in order to identify and to remove barriers obstructing the achievement of specified goals and objectives.
4. Holds regular discussions with other managers, supervisors, and employees to assure the company's policies and procedures are being followed
5. Reviews the qualifications of all employees to assure that minorities, people with disabilities, and women are given full opportunities for transfers, promotions, training, salary increases, and other forms of compensation.
6. Participates in the review and/or investigation of complaints alleging discrimination.
7. Conducts and supports career counseling for all employees; and
8. Participates in periodic audits to ensure that the work unit is in compliance. For example, EEO posters are properly displayed on official company bulletin boards.
9. Participates in periodic audits of all aspects of employment in order to identify and to remove barriers obstructing the achievement of specified goals and objectives.
10. Provides monthly employment data information regarding their department.

EMPLOYMENT UTILIZATION ANALYSIS

INTRODUCTION

Transdev's utilization analysis is comprised of four parts. The Organizational Profile is a description of the workforce as offered by an EEO1 Report which is based on employment as of September 1, 2013. The Job Group Analysis describes the composition and relationship of persons currently employed at by Transdev. The Availability analysis provides a statistical profile of the Los Angeles Metropolitan Statistical Area's Civilian Labor Force from which Transdev recruits its employees. The final element is a comparison of the current workforce profile compared with the availability of minorities and women in the area's labor market.

The Organization Profile, represented in the form of an EEO1 report, identifies Transdev's employees in service to the Antelope Valley Transit Authority based on the transit system's employment records as of September 1, 2013.

AVAILABILITY ANALYSIS

Based on data from the 2010 Census Special EEO Tabulation for the Los Angeles Metropolitan Statistical Area, the local labor market was reviewed for data comparisons by minority and sex in the following numbers and percentages. The percentage of available minorities or women within a specific category varies depending upon the category of jobs being recruited.

The EEO 1 categories that Transdev utilizes are: First and Mid Level Managers, Professionals, Administrative Support Workers, Operatives, Craft Workers and Utility Workers.

UTILIZATION ANALYSIS – 2014

As seen from the Workforce Analysis Chart, Transdev's representation of females and minorities meets or exceeds the percentage of those in the available labor market in all of the job categories.

GOALS AND TIMETABLES

It will be the goal of Transdev to have employed minorities and females in all major job categories, and at all levels whenever possible, consistent with the percentage of minority and female population in the Los Angeles MSA. This goal is undertaken with full consideration as to the availability of persons in this area who possess the requisite skills. This Plan will be used to attain a balanced workforce, not to maintain a permanent racial and gender balance.

Labor market estimates are derived from the U.S. Census Bureau's 2010 EEO Job Categories by Sex and Race/Ethnicity for Residence Geography available on their website. This information on general and detailed categories from the civilian labor market reflects the availability of persons in the labor market with the requisite skills for specific occupational categories. This usefulness of this data is limited by the fact that category definitions are not exactly matched with positions within the Transdev workforce. None the less, these figures are the most accurate available and provide important information about the labor market. Transdev regularly recruits from the Los Angeles MSA, with limited exceptions subject to the knowledge, skills and experience required.

In those categories where female or minority underrepresentation was determined to exist in the 2011 EEO Plan, goals were set to increase representation. These goals are based on an assessment of the number of qualified individuals reported in the labor market, the number of projected vacancies to be filled and the special factors affecting recruitment processes within the organization and market area. In instances where the percent of qualified person in the labor market was far below expected levels based on population, e.g. female skilled craft workers, it is recognized that this reflects a serious problem in the labor market and will led to difficult recruitment processes. In the calculation of any such goals, position vacancies were estimated based on estimated turnover and new positions authorized for the period of this Plan. Consistent with FTA guidelines for EEO Plans, the number of projected vacancies is an estimate; it is possible that more or fewer positions will become available. If these estimates change significantly, the goals will be adjusted to meet such vacancy rates as they become known.

The utilization analysis for 2014 identified that no areas of underrepresentation exists in any category. As a result, there will not be any goals set within the 2014 EEO Plan.

Assessment of Prior Goals

The minority underutilization in the categories of Officials/Managers and Administrative Support categories has been eliminated. Transdev will continue to participate in local educational, professional, trade and military career days to increase community awareness of career opportunities in the transit industry. In addition to notifying female and minority agencies of position openings, Transdev will strive to develop programs that attract female and minority applicants to all the positions in all the categories. In addition to expanded on-line recruiting, personal outreach to employment centers which focus on female, minority, veterans and individuals with disabilities will continue to be expanded. All assumptions and goals will be reviewed and revised as needed.

Transdev will continue to develop liaisons with local businesses to increase awareness of career opportunities. Transdev has and will continue to actively pursue agencies that work specifically with disadvantaged groups to provide job/career information.

ASSESSMENT OF PRESENT EMPLOYMENT PRACTICES

The very nature of transportation requires Transdev to recruit personnel with varying levels of skill and ability. Recruitment of positions is done on a local, state and/or national basis, depending on the position.

Recruitment and Selection Process

Transdev actively seeks minorities and women for existing and future employment. A variety of recruitment sources are utilized including, but not limited to:

- California Employment Development Department
- Goodwill
- Hire-a-Hero.com
- DOD military Job Fairs
- California Vocational Rehabilitation
- Educational Institutions Employment Assistance Centers
- Public media resources
- Online military transition services and military Job Fairs
- Transdev also participates in job fairs in the community in addition to notifying minority/female agencies of job openings.
- Transdev's Website and outreach to minority, female, military and disability agencies via Local Job Network. The website includes alternatives to the online application process for individuals with disabilities.

Department directors notify the Human Resources Department of any opening which occurs within their department. All openings are posted on Transdev's own website, www.Transdevna.com, and additional recruitment resources which vary based on the position and availability. The majority of open positions are posted in-house in concurrence with outside recruitment. This encourages the company's philosophy to promote and recruit from within the organization.

Position openings may be advertised in local publications, news media resources, local social service agencies, training organizations, and websites designed for compliance and outreach, e.g. the California Employment Development Department. Additionally Transdev utilizes Local Job Network, an online service which provides a single, one-stop access point to post jobs to a diverse candidate group including college/university, including those with predominantly minority and/or female enrollment, veterans, diversity, and affirmative action locations Job openings are posted for at least five business days, longer if necessary, depending on the position. Employment

inquiries from interested parties are also forwarded to Human Resources from Transdev's customer service. Additionally, Transdev has undertaken, and plans to continue as available, special employment programs that involve minorities and females. For example, summer jobs for underprivileged youths and a college internship program.

Depending on the position, an advertisement will be placed on Career Builder, Craigslist, Transit Talent and Transit Times website and/or the APTA trade journal "Passenger Transport". While the position is open, individuals may apply online at our website. Individuals who express interest by other means, e.g. e-mailed to our office or on-site interest are directed to our website. At the completion of the application period, the profile of each applicant is reviewed and screened for appropriate qualifications. All advertising for job applicants include the statement *"Transdev is an Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants. Applicants will receive fair and impartial consideration without regard to race, sex, color, religion, national origin, age, disability, veteran status, genetic data, or religion or other legally protected status."*

Those applicants most appropriately qualified are scheduled for screening interviews with a member of the Human Resource Department staff. During the initial interview, applicants are given specific information regarding the position for which they applied. They are given additional information about the position and the organization. If there are any questions regarding their application and/or resume they are asked in the initial interview. For administrative positions, individuals are selected on the basis of their application, interview and reference checks. For those positions which require the operation of a company vehicle, a moving violation report is requested to review the applicant's driving record. Screening interviews result in qualified candidates being scheduled for a second interview with the department manager, supervisor and/or director. These individuals select the most suitable individual(s) for the position.

Upon an offer of conditional employment, the applicant will then need to authorize and successfully complete a thorough background investigation which includes a pre-employment physical, a pre-employment drug screen, and reference checks. Certain positions which require a commercial driver's license must satisfy the Department of Transportation's physical regulations, drug screens and reference checks.

Drug screens must be negative. If the drug screen result is positive, the applicant may only reapply after presenting documentation of an FTA recognized rehabilitation program.

More complete information is available in the Employment Practices Chart
Promotions

Transdev encourages all employees to seek upward mobility, with opportunities at their existing location or at any of Transdev's operations in the USA or abroad. With the posting of all positions on the website, and communication of same to all employees by postings and verbal communication, Transdev ensures that employees have full knowledge of lateral or upward mobility. Access to such opportunities is available through the traditional application via Transdev's website along with portal on Transdev's Intranet that is accessible only to existing employees. This process assures opportunity for employees while serving the interest of the agency by comparison of internal and external talent.

More complete information is available in the Employment Practices Chart

Compensation Administration

All salaried positions are classified according to similarities of responsibilities and qualifications. The purpose of this classification is to cluster similar positions in order to achieve equity within the position and pay equity in regards to wage structure.

In order to maintain a complete, accurate and equitable system, managers are requested to review and/or complete an annual position description survey as a position changes or departments are reorganized. Reclassification of a position may result if it is determined that changes in the job content are of such significance that a change in position class is warranted.

If an employee feels that the duties and responsibilities presently being performed are not accurately or completely described by the present position classification, this opinion should be brought to the attention of his/her supervisor. The employee may be requested to complete a new position description questionnaire, which will be reviewed and approved by his/her supervisor and department director. If the department director after reviewing the revised position description questionnaire believes that an evaluation of the position is warranted the department director should notify the Regional Director Human Resources, who will convene a Job Evaluation meeting with the appropriate persons.

In the event that an employee feels that an evaluation of his/her position was unjustly denied by the department director, the employee may request a hearing with the Human Resources Manager and/or General Manager.

There is generally one type of pay increment that may be authorized for Transdevadministrative personnel, and that is a merit increase based on individual performance as detailed on their performance review. A merit increase in recognition of successful performance of an employee is not automatically granted. Merit increments are awarded by the employee's appropriate functional manager or general manager.

Transdevmaintains a salary administration program, which provides for recognition of, and regard to, differences in individual ability and performance. The fact that an employee has continued to be employed by Transdev is not by itself justification for a salary adjustment. Performance is the key factor, not length of service. The salary and performance of each employee is reviewed at regular intervals. Adjustments are based on individual merit, proper differential with those supervised and equitable relationships with all other salaries within the system. Merit increase generally range from 1% to 4%.

Employee Benefits

Benefits include health insurance, dental insurance, term life insurance, disability programs, paid holidays and sick days, vacation, EAP and a retirement plan.

All benefits are made available on a non-discriminatory basis shortly after their date of hire. Changes in group based coverage are available to each during Annual Enrollment which occurs in the fall of each year.

Training

The Safety and Training department coordinates internal and external training programs for Transdevemployees. This area will also disseminate information on training activities to department heads for the employees under their supervision.

Employees initially participate in Transdev's Operator Development Program which was developed by Transdevstaff to ensure consistent training is presented to all new hires. After hire, all employees participate in refresher courses on driving as well as disability sensitivity training.

Supervisory and management employees received in-house training on the following topics: Discrimination, Unlawful and Sexual Harassment and Retaliation, Reasonable Accommodations, Substance Abuse, ADA Compliance, EEO/Employment Laws, and Civil Rights Compliance

Training in non-discrimination and equal employment opportunity is provided to all supervisory and management staff by the circulation of easy-to-read case histories on EEO areas.

Disciplinary Practices

All salaried employees hired to fill a permanent full-time position serve a probationary period of ninety (90) days. The probationary period is a span of time during which an employee is evaluated by his or her supervisor on their performance of duties in their position. Those qualities, which comprise the overall makeup of the employee, include such things as competence, attendance, tardiness, reliability, trustworthiness, etc. If problems begin to occur, the department director and human resources will counsel the employee.

If at any time during the probationary period an employee is performing in an unsatisfactory manner, has been counseled on these deficiencies and given the opportunity to correct them, yet does not improve, the employee will be released without recourse. The reasons for separation will be submitted to the appropriate manager and will be placed in the employee's personnel file.

If the employee completes probation and becomes a regular member of the Transdev workforce and begins to perform in an unsatisfactory manner, he/she will be called in by the supervisor to discuss the job performance. A Performance Improvement Plan will be completed, signed by the supervisor and the employee and placed in the personnel file. The employee is given a specific period of time to improve his/her performance. If, at the end of this time no improvement is detected, the employee is dismissed. If an employee disagrees with the termination he/she may appeal through the human resources director and/or general manager.

Hourly employee's disciplinary and termination procedures are outlined in both the bargaining unit agreement and the Employee Handbook. These two documents describe the disciplinary actions to be taken when dealing with administrative leaves, suspension, loss of pay, verbal and written reprimands and terminations.

More complete information is available in the Employment Practices Chart.

Shift and Worksite Assignment

Practices in this area vary with different categories of employment, and by department. General offices are open from 8:00 a.m. to 5:00 p.m., Monday through Friday; most Administrative employees work on this schedule. Employees in Operations and Maintenance work a more broad and variable schedule which ranges from 03:00 - 01:00, every day excluding holidays.

Employees are generally hired to work an early morning, evening or weekend shift and then move to weekday and/or day shifts based upon ability and seniority as openings occur.

Layoff and Recall

Any decision for layoff for non-union employees includes a review of the competencies demanded of each position and the reviewed competencies of each individual. Employees within a bargaining unit are represented by Teamsters Local 848 and are generally laid off in order of inverse seniority. Once the organizational needs have been determined, these competencies will be considered to identify employees for any reduction in force.

INTERNAL MONITORING AND EVALUATION OF THE EEO PROGRAM

The EEO Officer has the responsibility for developing and preparing the formal documents of the AAP. The EEO Officer is responsible for the effective implementation of the EEO Plan; however, responsibility is likewise vested with each department manager and supervisor. Transdev's audit and reporting system is designed to:

- Measure the effectiveness of the AAP/EEO program.
- Document personnel activities.
- Identify problem areas where remedial action is needed.
- Determine the degree to which Transdev AAP goals and objectives have been obtained.

The following personnel activities are reviewed to ensure non discrimination and equal employment opportunity for all individuals without regard to their race, color, national origin, gender, sex, or disability:

- Recruitment, advertising, and job application procedures.
- Hiring, promotion, transfers, upgrading, award of tenure, layoff, recall from layoff.
- Rates of pay and any other forms of compensation including fringe benefits.
- Job assignments, job classifications, job descriptions, and seniority lists.
- Sick leave, leaves of absence, or any other leave.
- Training, apprenticeships, attendance at professional meetings and conferences.
- Disciplinary actions, terminations, suspensions, and demotions.
- EEO complaints.
- Any other term, condition, or privilege of employment.

The following documents are maintained as a component of Transdev's internal audit process:

1. An applicant flow log showing the date of application, position applied for, applicant 's name, referral source/ race, sex, veteran status/ interview status and action taken for all individuals applying for job opportunities;
2. Summary data of external job offers and hires, promotions, resignations, terminations, and layoffs by job group and by sex and minority group identification;

3. Summary data of applicant flow by identifying, at least, total applicants, total minority applicants, and total female applicants for each job group;
4. Maintenance of employment applications (not to exceed one year); and
5. Records pertaining to Transdev's compensation system (maintained by payroll department).

Transdev's audit system includes periodic reports which document Transdev's efforts to achieve EEO responsibilities. Department Managers and Supervisors are asked to report any current or foreseeable EEO problems and are asked to outline their suggestions or recommendations for solutions. If problems arise, the Department Manager is to report such concerns to the EEO Office. During the reporting period, the following will occur on an annual basis.

1. The EEO Officer will discuss any problems relating to significant rejections, EEO charges, etc. with the General Manager; and
2. The EEO Officer will report the status of Transdev's AAP goals and objectives to the General Manager. The EEO Officer will recommend remedial actions for the effective implementation of the EEO Plan.

The EEO Officer will meet on at least an annual basis with the General Manager, and any recommended top management, to review the effectiveness of the Plan and submit recommendations, as necessary, regarding changes or improvements. The EEO Office is empowered to then develop and implement any changes to practice or policy needed within the Company to more effectively address/implement the goals, guidelines, and commitments set forth in the Plan.

Complaint Processing

The EEO Officer is responsible for managing the EEO compliance functions for Transdev's Antelope Valley Transit Authority location. Transdev Services, Inc. has developed and implemented policies and procedures for addressing complaints of discrimination:

- TransdevUnlawful Harassment Policy
- TransdevBusiness Code of Conduct Policy
- Due Process Policy

Additionally, internal information on discrimination complaints received by Transdev is maintained by the Regional Director Human Resources. Virtually all applications are initially made online and demographic information is monitored via an on-line Applicant Tracking System. The information is periodically reviewed for departmental trends and to identify any problem areas of need. The information is provided to the General Manager for consideration.

Turnover activity (hires and terminations) by race and gender has been tracked and is available for analysis as needed. All of the systems serve as means to self-audit and monitor Transdev's performance and progress in meeting its EEO goals and objectives. They also serve to identify problem areas and develop customized solutions/responses to areas of need.

Recent EEOC complaints filed from 2011-2014

1. 12/31/13 dismissal of complaint of race filed January 2013.
2. 2/13/14 dismissal of complaint disability filed April 2013.

CHART 1

Dept. Job Title or Number	Salary	Current Period As Of:																	Current %				Availability %		% of Under-Utilization		GOAL	
		EMPLOYEES																	MIN		F		MIN		MIN		MIN	
		All Employees			MALE								FEMALE															
		TOT	M	F	W	AA	HISP	API	AIAN	NHOPI	MULTI	W	AA	HISP	API	AIAN	NHOPI	MULTI	#	%	#	%	MIN	W	MIN	W	MIN	W
Executive Senior Level officials and managers		0	0	0														0		0		46.0%		41.0%				
First/Mid Level Officials and Managers		5	3	2			3											5	100.0%	2	40.0%	46.0%		41.0%	54.0%	-1.0%	(2.70)	0.05
Professionals		3	1	2		1												3	100.0%	2	66.7%	47.0%		51.0%	53.0%	15.7%	(1.59)	(0.47)
Technicians		0	0	0														0		0		60.0%		47.0%				
Sales Workers		0	0	0														0		0		65.0%		48.0%				
Administrative Support Workers		6	0	6														5	83.3%	5	100.0%	67.0%		68.0%	16.3%	32.0%	(0.88)	(1.92)
Craft Workers		18	18	0	4	2	9	1		2								14	77.8%	0	0.0%	73.0%		5.0%	4.8%	-5.0%	(0.85)	0.90
Operatives		137	68	69	11	33	21	2		1	4	55	8					122	89.1%	69	50.4%	86.0%		29.0%	3.1%	21.4%	(4.18)	(29.27)
Laborers		11	8	3	2	3	3				1	0	2					8	72.7%	3	27.3%	81.0%		10.0%	-8.3%	17.3%	0.91	(1.90)
Service Workers		0	0	0														0		0		78.0%		57.0%				

AA - African American
HISP - Hispanic
API - Asian Pacific Islander
AIAN - American Indian or Alaskan Native
NHOPI - Native Hawaiian or Other Pacific Islander
Multi - Two or More Races

EMPLOYMENT PRACTICES

Separations	Male							Female						
	White	Black / African American	Hispanic	Asian	American Indian or Alaskan Native	Native Hawaiian or Pacific Islander	Multi Racial	White	Black / African American	Hispanic	Asian	American Indian or Alaskan Native	Native Hawaiian or Pacific Islander	Multi Racial
Resignation	2	2							1	1				
Retirement														
Retirement In Lieu Of Termination														
Termination/ Discipline	3	5	6	1					1	2				1
Disability Retirement														
Reduction in force (RIF)														
Transfer														
Total	5	7	6	1	0	0	0	0	2	3	0	0	0	1

EMPLOYMENT PRACTICES

Totals		
Separations	25	
Disciplinary Actions	0	Applications
Promotions	2	4
Hires	39	113

EMPLOYMENT PRACTICES

Total	0	0		0	0		0	0		0	0		0	0	0		0	0	
-------	---	---	--	---	---	--	---	---	--	---	---	--	---	---	---	--	---	---	--

EMPLOYMENT PRACTICES

Hiring #	Male																				
Race/Ethnicity	White			Black / African American			Hispanic			Asian			American Indian or Alaskan Native			Native Hawaiian or Pacific Islander			Multi Racial		
	Applied	Hired	% Hired	Applied	Hired	% Hired	Applied	Hired	% Hired	Applied	Hired	% Hired	Applied	Hired	% Hired	Applied	Hired	% Hired	Applied	Hired	% Hired
Executive Senior Level officials and managers																					
First/Mid Level Officials and Managers																					
Professionals																					
Technicians																					
Sales Workers																					
Administrative Support																					
Craft Workers								1													
Operatives	7	2	28.57%	19	8	42.11%	9	3	33.33%										3	1	33.33%
Laborers	6	2	33.33%	3		0.00%	5	3	60.00%	2	0	0.00%									
Service Workers																					
Total	13	4	30.77%	22	8	36.36%	14	7	50.00%	2	0	0.00%	0	0	0	0	0	0	3	1	33.33%

CO= M645367
 U= BQ79733

EQUAL EMPLOYMENT OPPORTUNITY
 2013 EMPLOYER INFORMATION REPORT
 INDIVIDUAL ESTABLISHMENT REPORT - TYPE 4

SECTION B - COMPANY IDENTIFICATION

1. VEOLIA TRANSPORTATION
 720 E BUTTERFIELD ROAD
 SUITE 300
 LOMBARD, IL 60148

2.a. VEOLIA TRANSPORT - AVTA
 42210 W 6TH STREET
 STE 113
 LANCASTER, CA 93534
 LOS ANGELES COUNTY
 c. Y

SECTION C - TEST FOR FILING REQUIREMENT

1-Y 2-N 3-Y DUNS NO.:022806123

SECTION E - ESTABLISHMENT INFORMATION

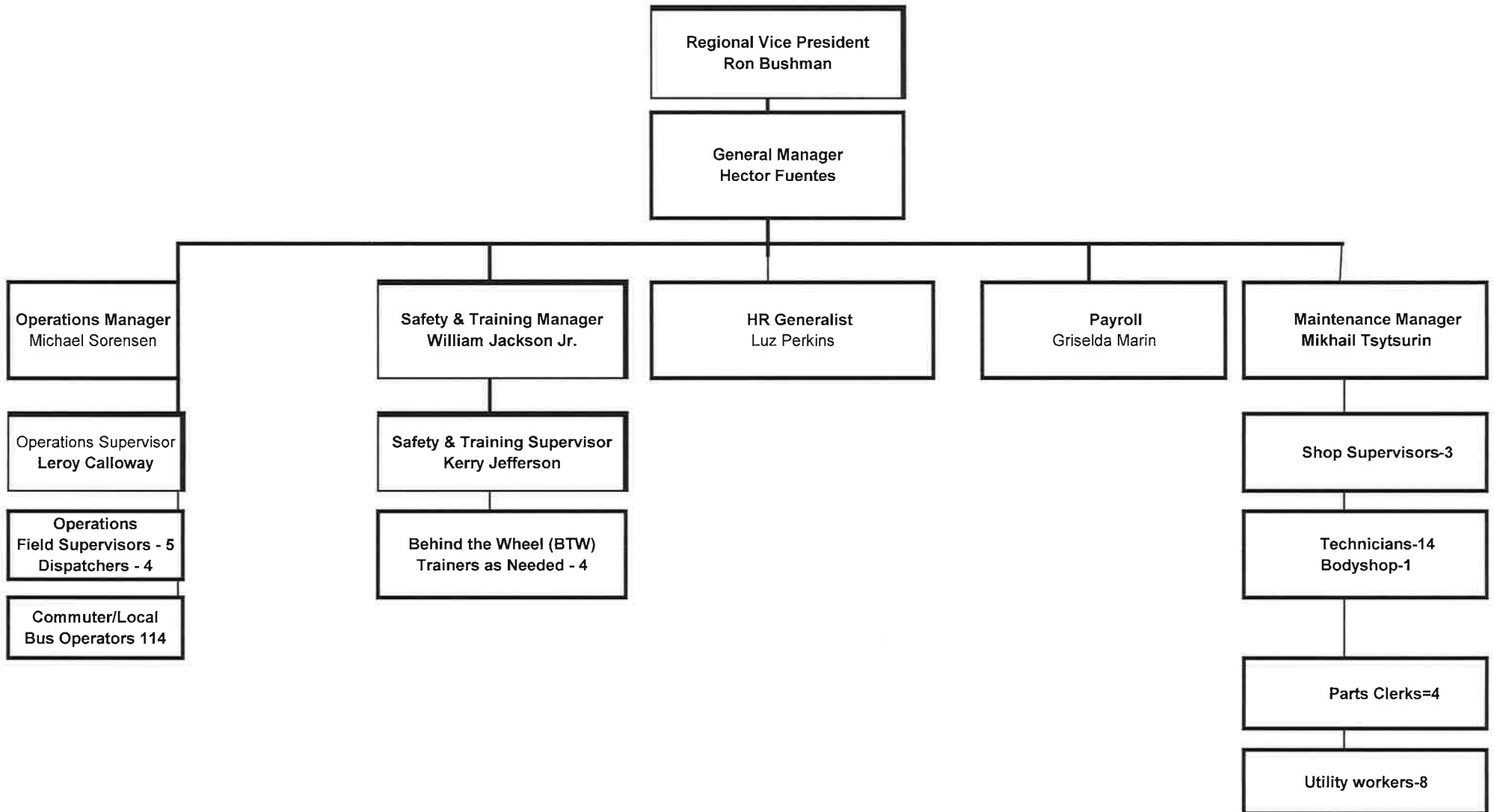
NAICS: 485113 Bus and Other Motor Vehicle
 Transit Systems

SECTION D - EMPLOYMENT DATA

JOB CATEGORIES	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO											OVERALL TOTALS		
	MALE	FEMALE	***** MALE *****						***** FEMALE *****							
			WHITE	BLACK OR AFRICAN AMERICAN	NATIVE HAWAIIAN OR PACIFIC ISLANDER	ASIAN	AMERICAN INDIAN OR ALASKAN NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	NATIVE HAWAIIAN OR PACIFIC ISLANDER	ASIAN	AMERICAN INDIAN OR ALASKAN NATIVE		TWO OR MORE RACES	
EXECUTIVE/SR OFFICIALS & MGRS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FIRST/MID OFFICIALS & MGRS	3	1	0	0	0	0	0	0	0	1	0	0	0	0	0	5
PROFESSIONALS	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	3
TECHNICIANS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SALES WORKERS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ADMINISTRATIVE SUPPORT	0	2	0	0	0	0	0	0	1	2	0	0	0	0	1	6
CRAFT WORKERS	9	0	4	2	1	0	0	2	0	0	0	0	0	0	0	18
OPERATIVES	21	8	11	33	0	2	0	1	4	55	0	0	0	2	137	
LABORERS & HELPERS	3	2	2	3	0	0	0	0	1	0	0	0	0	0	0	11
SERVICE WORKERS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	36	15	17	39	1	2	0	3	6	58	0	0	0	3	180	
PREVIOUS REPORT TOTAL	39	15	19	40	0	2	0	0	9	52	0	0	0	0	176	

SECTION F - REMARKS

Transdev Services, Inc.
ORGANIZATIONAL CHART
ANTELOPE VALLEY TRANSIT AUTHORITY - AVTA



Equal Employment Opportunity

Effective Date: May 22, 2007

POLICY:

Veolia Transportation is an Equal Opportunity Employer, committed to creating and maintaining a qualified and diverse workforce. Veolia Transportation will afford equal employment opportunities to employees and applicants, and will not tolerate discrimination based on gender, race, sex, religion, color, creed, age, national origin, ancestry, marital status, citizenship status, veteran status, disability, sexual orientation or any other factor prohibited by applicable federal, state or local law.

This policy applies to all terms, conditions and privileges of employment including recruitment, employment, on-boarding, initial periods of employment, job assignments, training and development, working conditions, promotion, transfer, compensation, benefits, educational assistance, layoff and recall, social and recreation programs, termination and separation and other terms and conditions of employment.

POLICY SPECIFICS:

Principal and direct responsibility for successful implementation of this policy in a uniform manner has been assigned to the Corporate Human Resources department. Within their respective areas of responsibility, all managerial and supervisory personnel are accountable to ensure compliance with this policy.

Veolia Transportation practices that support this Equal Employment Opportunity Policy include the following:

- Veolia Transportation displays posters regarding equal employment opportunity in areas highly visible to employees.
- All advertising for job applicants include the statement "Veolia Transportation is an Equal Opportunity Employer - M/F/D/V."
- Employees are required to report any apparent discrimination or harassment. Complaints are investigated immediately and handled as confidentially as possible.
- Veolia Transportation forbids retaliation against any individual who in good faith files a charge of discrimination, reports harassment or who assists, testifies, or participate in an equal employment proceeding.

APPLIES TO:

All employees of Veolia Transportation, Inc., Veolia Transportation Services, Inc., and subsidiaries of Veolia Transportation Services, Inc. This policy also includes all independent contractors and personnel working on Veolia Transportation property who are employed by temporary agencies and any other persons or firms doing business for or with Veolia Transportation.

CEO & Vice-Chairman 8-5-2013

Unlawful Harassment

Effective Date: July 1, 2012 (Revised)

POLICY:

Veolia Transportation respects the rights and opportunities of all people to seek, obtain and hold employment without being subjected to or confronted with unlawful harassment or discrimination of any kind in the workplace. Specifically, unlawful harassment or inappropriate conduct is verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of that person's (or that person's relatives', friends' or associates') race, religion, gender, national origin, ancestry, veteran's status, marital status, age, disability, sexual orientation and/or any other legally protected status as described in the federal, state or city statutes.

Unlawful harassment or inappropriate conduct that has the purpose or effect of creating an intimidating, hostile or offensive work environment and/or has the purpose or effect of unreasonably interfering with the individual's work performance, and/or otherwise adversely affects the individual's employment opportunities also constitutes unlawful harassment or discrimination.

Unlawful harassment of an employee by any company employee or person working with or associated with the company (i.e. vendor, customer, passenger, supplier, contractor, etc.) will not be tolerated.

Sexual harassment or inappropriate conduct may be overt or subtle. Some behavior, which is appropriate in a social setting, may not be appropriate in the workplace. Regardless of the form it takes, verbal, non-verbal or physical sexual harassment or inappropriate conduct is insulting and demeaning to the recipient and is unacceptable at work.

This Policy and the accompanying Complaint Procedure may be altered, revised or amended at any time by the Company with or without prior notice.

APPLIES TO:

- All employees of Veolia Transportation Inc., and its subsidiaries
-
-

GUIDELINES:

Purpose:

To educate and establish guidelines and responsibilities for all employees regarding unlawful harassment and/or inappropriate conduct.

Unlawful Harassment

Effective Date: July 1, 2012 (Revised)

General:

Unlawful harassment or inappropriate conduct can take many forms, some overt and some subtle. The practice of "if in doubt, don't" is good advice to follow with regard to whether conduct is appropriate in the work environment. Some examples of prohibited conduct, based on the above mentioned protected status, which may be considered unlawful harassment include, but are not limited to:

- Verbal conduct such as derogatory comments, epithets, slurs, innuendos, sexual jokes, graphic verbal commentaries, degrading words used to describe an individual
- Threatening behavior
- Displaying of offensive objects, pictures, cartoons or posters
- Physical conduct such as unwanted, suggestive or offensive touching, assault, impeding or blocking movement
- Making an adverse employment decision based on the employee's membership in one of the protected classes

Sexual Harassment or Inappropriate Conduct:

Sexual harassment or inappropriate conduct includes unwelcome sexual advances or visual, verbal or physical conduct of a sexual nature and is prohibited in all work settings including the office, on vehicles and/or at work related social events. This definition encompasses many forms of offensive behavior, including gender-based harassment of a person of the same sex as the harasser, conduct of a sexual nature that creates an offensive, intimidating or hostile work environment and coerced sexual conduct by a person in a position of authority in the workplace. It cannot be stated often enough that, if behavior or actions are questionable in an individual's mind, it is appropriate to refrain from that behavior.

Examples of prohibited unlawful harassment or inappropriate conduct include, but are not limited to the following:

-
-
-
- Unwelcome sexual flirtation or advances
- Offering employment, promotions or other benefits in exchange for sexual favors
- Threatening or making reprisals for refusing sexual advances
- Visual conduct such as leering, making sexual gestures, displaying sexually suggestive objects, pictures, cartoons or posters, suggestive or obscene letters, notes or invitations, including internet or other electronic formats
- Verbal conduct such as derogatory comments, epithets, slurs, sexual innuendo, sexual jokes, graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual
- Physical conduct such as unwanted, suggestive or offensive touching, assault, impeding or blocking movement

Unlawful Harassment

Effective Date: July 1, 2012 (Revised)

Responsibilities:

Management

All managers and supervisors are specifically responsible for the implementation of this policy and for ensuring that all employees, agents and contractors are aware of and understand the policy.

Employees

All employees are responsible for reporting unlawful and harassing behavior they witness, and will be held accountable for avoiding or eliminating prohibited conduct. Employees may concurrently file complaints with Veolia Transportation as well as with federal or state agencies. Reporting and Complaint Procedure Guidelines are located on the following pages.

Human Resources

- a. The Human Resources Designee is responsible for administering this policy, including exercising his/her authority to receive and investigate complaints of potential violations and recommending to management the appropriate disciplinary action(s) specific to violations.
- b. The Human Resources Designee shall provide information to managers and supervisors on the seriousness of unacceptable behavior and the procedures to be used if an unlawful harassment or inappropriate conduct allegation occurs. In the event there is not a Human Resources Designee, employees should contact their Regional or Corporate Human Resources Director.

Veolia Transportation Ethics & Compliance Hotline

- a. Suspected violations can be reported to the Company through the Veolia Transportation Ethics & Compliance Hotline at 1-866-850-3033. It is also available online from our website at www.veoliatransdev.com.
- b. The Ethics & Compliance Hotline is available 24/7 and is operated by Global Compliance, a third party vendor that specializes in receiving such reports. By using the Ethics & Compliance Hotline, an employee may choose to remain anonymous

Legal Department

Veolia General Counsel is the Company's Chief Compliance Officer.

State of California:

The California Department of Fair Employment and Housing

"The Mission of the Department of Fair Employment and Housing is to protect the people of California from unlawful discrimination in employment, housing and public accommodations, and from perpetration of acts of hate violence."

Unlawful Harassment

Effective Date: July 1, 2012 (Revised)

REPORTING AND COMPLAINT PROCEDURE:

1. Any employee who believes he/she has been offended or is aware of alleged unlawful harassment or inappropriate conduct should immediately report the alleged behavior to any Veolia supervisor or manager, the Veolia Human Resources Department, the Veolia Legal Department or to the Ethics & Compliance Hotline. The Veolia Transportation Ethics & Compliance Hotline can be reached at 1-866-850-3033 or online at the company website: www.veoliatransportation.com.
2. If the alleged behavior or incident involves a supervisor or manager, the complaint should be directed to another management employee, any representative of Human Resources, the Legal Department or the Ethics & Compliance Hotline.
 - a. The investigation will begin as soon as possible following notification of a complaint.
 - b. Investigation of a complaint will normally include conferring with the parties involved and any named apparent witnesses. An attempt should be made to get written statements from all individuals that are interviewed or involved, particularly the primary parties involved. A thorough investigation must still be completed even if the person making the allegation refuses to complete the "Incident Investigation" form or any other written statement.
 - c. If the preliminary investigation suggests that the allegation may have merit, a prompt, thorough and effective investigation will be conducted and the alleged harasser will be notified of the complaint.
 - o The alleged harasser will be interviewed and provided opportunity to refute the allegation(s).
 - o If the rebuttal is not successful, prompt action, including disciplinary action(s) will be taken to stop the unlawful harassment or inappropriate conduct and prevent recurrence.
3. All complaints will be handled in a timely and confidential manner. The confidentiality of the employee who files a complaint and the reputation of any employee wrongfully accused of unlawful harassment or inappropriate conduct will both be protected to the extent possible throughout the investigation.
 - a. Information concerning a complaint will not be released by the Company to third parties, or to anyone in the Company not involved with the investigation unless required by law.
 - b. All individuals involved will be advised against discussing the investigation.
4. All employees shall be protected from retaliation, coercion, intimidation, interference or discrimination because they filed a complaint or assisted in an investigation.

Unlawful Harassment

Effective Date: July 1, 2012 (Revised)

Disciplinary Action:

Any employee who has been found to have violated Veolia Transportation's policy against unlawful harassment or has exhibited inappropriate conduct will be subject to appropriate disciplinary action. Disciplinary action may include verbal or written reprimands, suspension or termination. False accusations may result in disciplinary action, up to and including termination of the accuser.

Recognition of Circumstances:

The question of whether a particular action or incident is unlawful harassment or inappropriate conduct can be subjective. The Company will apply a "reasonable person" standard when evaluating and investigating any complaint taking into account the perspective of the complainant and not stereotypical notions of acceptable behavior.

False accusations of unlawful harassment or inappropriate conduct can have serious effects on innocent individuals. All employees are encouraged to act responsibly in establishing and maintaining a pleasant working environment that is free of discrimination for all individuals.

Conclusion:

Veolia has developed this policy to ensure that all its employees can work in an environment free from unlawful harassment, discrimination and retaliation. Veolia will make every reasonable effort to ensure that all concerned are familiar with these policies and aware that any complaint in violation of such policies will be investigated and resolved appropriately.

Any employee who has any questions or concerns about these policies should talk with the Director of Human Resources or a staff member of the Human Resources Department.

- Finally, these policies should not, and may not, be used as a basis for excluding or separating individuals of a particular gender, or any other protected characteristic, from participating in business or work-related social activities or discussions. In other words, no one should make the mistake of engaging in discrimination or exclusion in order to avoid allegations of harassment.
- The law and the policies of Veolia Transportation prohibit disparate treatment on the basis of sex or any other protected characteristic, with regard to terms, conditions, privileges and perquisites of employment. The prohibitions against harassment, discrimination and retaliation are intended to complement and further those policies, not to form the basis of an exception to them.

Due Process

Effective Date: May 22, 2007

Employees who feel they have an appropriate complaint should take these steps:

Step One

Discussion with the General Manager or Department Manager. (If the complaint involves the manager, then it is permissible to proceed directly to Step Two.) The manager is to investigate the complaint, attempt to resolve it, and communicate his/her decision to the employee within a reasonable time.

Step Two

If not satisfied, the employee may request a discussion with the respective Corporate or Regional Vice President who will work in conjunction with the applicable Regional Director of Human Resources. During such discussion, issues and interests are identified and possible solutions explored. If no resolution is reached, the employee may reduce his/her complaint to writing and advance to Step Three of the procedure.

Step Three

The employee may appeal the decision to the Vice President of Human Resources of the Company. Such an appeal must be in writing within 10 days of Step Two. The manager is then to submit a similar written report providing his or her version of the complaint and potential resolutions. The Vice President will, in a timely fashion, confer with the employee, the manager, and any other members of management he or she deems appropriate, investigate the issues, and communicate a decision (in writing) to all the parties involved.

Step Four

If the employee is not satisfied with the Vice President's decision, he or she may appeal the decision to the President. The appeal must be made in writing within 10 days of receipt of the Step Three decision. The President will take the steps deemed necessary to review and investigate the complaint and will then issue a written, final, and binding decision.

Final decisions on complaints will not be precedent-setting or binding on future complaints.

To the extent permitted by law, information concerning an employee's complaint is to be held in confidence. Supervisors, department managers, and other members of management are to investigate and discuss a complaint only with those individuals who have a need to know about it or who are needed to supply necessary background information.

APPLIES TO:

All employees of Veolia Transportation, Inc., Veolia Transportation Services, Inc., and subsidiaries of Veolia Transportation Services, Inc. not subject to a local grievance/arbitration process.

Progressive Discipline

Effective Date: May 22, 2007

POLICY:

Veolia Transportation has adopted a progressive discipline policy to identify and address employee and employment related problems where appropriate. This policy applies to any and all employee conduct that the Company, in its sole discretion, determines must be addressed by discipline. Of course, no discipline policy can be expected to address each and every situation requiring corrective action that may arise in the workplace. Therefore, Veolia Transportation takes a comprehensive approach regarding discipline and will attempt to consider all relevant factors before making decisions regarding discipline.

Most often, employee conduct that warrants discipline results from unacceptable behavior, poor performance or violation of the Company's policies, practices or procedures. However, discipline may be issued for conduct that falls outside of those identified areas.

Equally important, the Company need not resort to progressive discipline, but may take whatever action it deems necessary to address the issue at hand. This may mean that more or less severe discipline is imposed in a given situation. Likewise, some Company policies contain specific discipline procedures.

Progressive discipline may be utilized with respect to an employee even when the conduct that leads to more serious discipline is not the same that resulted in less severe discipline. That is, violations of different rules shall be considered the same as repeated violations of the same rule for purposes of progressive action.

POLICY SPECIFICS:

The Company will normally adhere to the following progressive disciplinary process:

Verbal Warning

In cases of misconduct which may not be serious as a single incident but could become serious if a pattern develops, the supervisor/ manager should discuss the issue with the employee, tell the employee that the discussion is a verbal warning and document the discussion.

Written Warning

If a pattern of misconduct develops or a serious incident occurs requiring more than a verbal warning, a written warning may be utilized. A written warning should document the incident and misconduct and the reasons why the Company considers the infraction serious. Additionally, the written warning should state what the employee must do to avoid similar misconduct, and indicate that future misconduct of any sort may result in suspension or termination. Written warnings are to be maintained in an employee's personnel file.

Progressive Discipline

Effective Date: May 22, 2007

Suspension

In some cases, while immediate discharge for repeated offenses or a single serious offense would be too severe, suspension without pay is appropriate. Unpaid suspensions should be no more than 5 days and should be discussed with the applicable Regional Human Resources Director. Unpaid suspensions for exempt employees of less than 5 days are not permitted. Once the appropriate suspension document is prepared and signed, the supervisor/manager should meet with the employee to attempt to:

- Explain why the incident requires discipline, especially how the conduct is not in accordance with acceptable standards;
- Review prior disciplinary actions relating to this new discipline;
- Indicate the length of the suspension without pay; and
- Document that termination for any additional misconduct is the next step in progressive discipline. Suspension documents are to be maintained in an employee's personnel file.

Termination

If progressive discipline fails to improve an employee's conduct or another type of misconduct occurs, termination may result. All terminations must be discussed with the applicable Human Resources Director in accordance with Company policy.

Again, while the Company will generally take disciplinary action in a progressive manner, it reserves the right, in its sole discretion, to decide whether and what disciplinary action will be taken in a given situation.

APPLIES TO:

All employees of Veolia Transportation, Inc., Veolia Transportation Services, Inc., and subsidiaries of Veolia Transportation Services, Inc.

Termination Approval

Effective Date: May 22, 2007

POLICY:

In order to promote uniform and consistent procedures, to ensure that terminations are just and non-discriminatory, and to ensure compliance with the Veolia Transportation, Inc. Delegations of Authority, the Company has established rules applicable to all involuntary employee terminations. All involuntary terminations must be discussed and reviewed with the applicable Regional Human Resources Director, Corporate Human Resources Director, Vice President of Human Resources or Legal department.

APPLIES TO:

All employees of Veolia Transportation, Inc., Veolia Transportation Services, Inc., and subsidiaries of Veolia Transportation Services, Inc.

Whistleblower

Effective Date: May 22, 2007

POLICY:

If an employee knows or in good faith suspects that a material violation of the law or the Veolia Transportation Code of Business Conduct has occurred or is at risk for occurring, he or she is encouraged to immediately report the suspected violation to the Company. Veolia Transportation will not tolerate any action taken in whole or in part in retaliation against any "Whistleblower", that is, anyone who raises a question about, or in good faith reports, a violation or suspected violation of the law, the Code of Business Conduct or any Company policy or procedure.

POLICY SPECIFICS:

Employees may report a suspected violation in a variety of ways: by contacting the employee's supervisor or other member of management, or, if you are uncomfortable doing so, you may contact the corporate Human Resources department or Legal department directly. The Company General Counsel is the Chief Compliance Officer. Any suspected financial irregularities should be reported to the Company's Chief Financial Officer or General Counsel. Above the CFO and General Counsel are our Chief Executive Officer and Board of Directors, who may also be contacted.

A suspected violation may also be reported to the Company through the **Veolia Transportation Ethics and Compliance Hotline at 1-866-850-3033**, also available online from the Company website at www.veoliatransportation.com. This Ethics and Compliance Hotline is available 24/7 and is operated by a third party company that specializes in receiving such reports. By using the Ethics and Compliance Hotline, the employee may choose to remain anonymous. For a matter to be fully and fairly resolved, however, the employee may be asked to disclose his or her identity, provide more details, or cooperate in an investigation, although disclosure of identity is not required. In all instances, reported matters will be treated confidentially to the extent possible in conducting and concluding a proper investigation.

At the same time, the integrity of the reporting system and the respect we have for one another means that those who act in bad faith and knowingly make a false report will be subject to discipline up to and including termination from employment.

- Violation of the Code of Business Conduct may result in disciplinary action against the employee up to and including termination from employment. False reporting, made in bad faith, may also result in disciplinary action up to and including termination from employment. Retaliation of any kind against a Whistleblower may result in disciplinary action up to and including termination from employment.

APPLIES TO:

All employees of Veolia Transportation, Inc., Veolia Transportation Services, Inc., and subsidiaries of Veolia Transportation Services, Inc.



DATE: January 23, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Upgrade Bus Wi-Fi with Fluidium Concepts and Openmatics

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to execute an agreement to upgrade current Wi-Fi services and enter into a four (4) year agreement with Fluidium Concepts LLC and Openmatics.

FISCAL IMPACT

This agreement will result in an immediate \$27,000 annual saving on Wi-Fi data and potentially turn into a profit for AVTA in the future.

BACKGROUND

ZF Services LLC through its subsidiary OpenMatics was specified as the Wi-Fi equipment supplier on the new BYD fleet. ZF Services LLC is a provider of high speed transit certified Wi-Fi routers. In partnership with Fluidium Concepts, LLC, a mobile Wi-Fi marketing company, OpenMatics is offering AVTA Wi-Fi "add-on" for the fleet that will include the cellular service. Fluidium Concepts, LLC specializes in revenue sharing from static format ads that are presented to passengers after connecting to onboard bus Wi-Fi. Total equipment for the 77 bus fleet will be \$218,000; monthly service (cellular) will amount to \$5,000.

The information below lists all the services and financial terms for this offer.

1. ZF Services will be offering its highest speed router, the NM2700LTEX.
2. Each system includes dual SIM Card slots for two high speed data connections.
3. Hardware package price includes all wiring and antennas at \$2,550.00 per kit. (paid by provider).
4. Installation charges will be \$250.00 each. (paid by provider).
5. The total number of units will be provided by AVTA staff approximately 70-80 units that will be installed.
6. Cellular data will be an unlimited plan at \$75.00 per month, which includes website filtration and cyber security programs. (paid by provider).

7. All management and maintenance of the systems software will be provided by ZF Services and Fluidium Concepts a preferred business partner.
8. Any clients of advertising companies that have agreements with AVTA to display ads on the exterior or interior of the buses will not be contacted.
9. Fluidium Concepts will pay all costs associated with the project and its ongoing maintenance. These costs will include:
 - a. Purchasing of the hardware
 - b. Installation services
 - c. Purchasing the high speed data SIM cards from a top tier provider
 - d. The monthly cost of the all Wi-Fi data services for every bus installed
 - e. Software updates
 - f. Internet blocking services
 - g. Customer support
10. In order to fund and operate the passenger Wi-Fi system for AVTA, Fluidium Concepts will need to retain all advertising revenues until the cost of the project has been covered by advertising revenues.
 - a. After the last unit has been installed, Fluidium Concepts, LLC will enter into agreements with local, regional or national firms to pay for ads that are presented on devices before connecting them to the internet.
 - i. These ads will be in (slide/static format) very similar to magazine or newspaper inserts.
 - ii. Example of ad placement:
 1. Rider selects AVTA Wi-Fi.
 2. Rider agrees to terms and conditions by tapping the "Accept Button."
 3. The rider then views a static ad for 12-30 seconds.
 4. After the ad, the rider is then welcomed to surf the internet.
11. After sales of \$218,400.00 (total project cost) is met, Fluidium Concepts will share advertising profit on the following scale sample:
 - a. Typical Advertiser will pay \$225.00 per ad, per month, per bus.
 - b. Fluidium Concepts will deduct the \$75.00 cellular fee, per month, per bus.
 - c. The remaining amount will be \$150.00 per ad, per month, per bus.
 - d. AVTA will be given the remaining 25% for an amount of \$37.50 per ad, per bus, per month.
12. In lieu of any ad revenue sharing Fluidium Concepts can offer AVTA and any area city or county agency one ad per 4 slides shown to promote their programs and services.
13. AVTA will never receive an invoice or be liable for any costs associated with the service, hardware, advertising costs, cell/data costs and customer support.

14. Fluidium Concepts reserves the right to review the profitability of the project and can withdraw their ownership and rights to the project for the following reason.
 - a. Advertising revenue is not enough to cover the costs of the data plans and the support agreements.
15. Fluidium Concepts will need the exclusive award of providing onboard Wi-Fi to its riders for 48 months after the last installation is complete.
 - a. When the 48-month contract term is over, Fluidium Concepts will need to be offered an extension of 24 months if their services have been rated by AVTA as competent in its goals to provide consistent onboard Wi-Fi to its ridership.

Prepared by:

Submitted by:

Mark Perry
Director of Fleet and Facilities

Len Engel
Executive Director/CEO



DATE: January 23, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Memorandum of Understanding (MOU) Funding Amendments, Contract Change Orders and Service Agreements for AVTA/Caltrans' Joint ADA Construction Project Located at 35th St. E. and Palmdale Blvd. (HWY 138)

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to execute:

1. Execute MOU funding amendments (2) adding Caltrans funding in the amount of \$120,000
2. Execute Change Orders (6)
 - a. R.C. Becker, Inc. (4)
 - i. Contract No. 2017-40 in the amount of \$98,929 (\$85,783 from new funds + \$13,146 existing funds).
 - b. Arrow Engineering Services (2)
 - i. Contract No. 2014-46 (2), Task Order 4, On-call Architectural and Engineering services to Arrow Engineering Services, Inc., for an amount not to exceed \$36,000 (existing funds).
3. Execute Service Agreements (2)
 - a. Southern California Edison totaling \$34,217 (from new funds).

FISCAL IMPACT

Sufficient Caltrans funding along with AVTA grant funds have been included in the FY17-18 Business Plan to pay for these services. AVTA's shared construction costs have increased by \$2,021 to an updated total of \$182,263, and Architectural & Engineering costs remain unchanged at \$91,052 (including previously approved Change Order 1 – \$28,153, and Change Order 2 – \$12,694). The additional Caltrans funds will be used to support R.C. Becker (\$85,783) and Southern California Edison (\$34,217) for the total of \$120,000.

BACKGROUND

June 2015, AVTA received an ADA access complaint letter from the Federal Highway Administration (FHWA). The complaint was filed by a local Palmdale resident. The

bus stop location is on the south side of Palmdale Blvd. and just east of 35th Street East.

January 2016, AVTA Board of Directors granted approval of joint AVTA/Caltrans project and funding agreements during the regular Board meeting. Shortly thereafter two MOUs were executed with Caltrans.

July 2017, Board of Directors awarded construction agreement with R.C. Becker of Santa Clarita, CA for an amount of \$543,401.19, and Caltrans MOU Funding Amendment for an amount of \$70,000. Shortly thereafter a construction agreement was executed along with Caltrans MOU Funding Amendment.

January 2018, Due to unforeseen jobsite conditions, the following items need to be addressed:

1. Add additional funding from Caltrans to initiate corrective actions.
2. Continue to provide engineering support services until project close out.
3. Remove, lower and replace designated roadway at the NW corner required by Caltrans.
4. Provide underground boring, conduit and surface patching that will allow for re-routing of existing overhead power lines.
5. Remove overhead power lines, applicable power poles and re-route overhead power lines in to new underground conduits and vaults as required by SC Edison.

Staff has reviewed the various agreements and found them to be in order with pricing to be fair and reasonable. Therefore, staff recommends approval of the various agreements as stated.

Prepared by:

Submitted by:

Lyle Block
Procurement and Contracts Officer

Len Engel
Executive Director/CEO