



Regular Meeting of the Board of Directors

ONLINE ZOOM MEETING PER GOVERNOR'S ORDER N-29-20

Tuesday, July 28, 2020

10:00 a.m.

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

AGENDA

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. All accommodation requests will be handled swiftly and resolving all doubts in favor of access.

In response to Governor's Executive Order N-29-20, this meeting will be conducted online through Zoom. The public may access the meeting as follows:

Click here to join: <https://us02web.zoom.us/j/83987519353>

Dial by telephone to join: (669) 900-6833

Meeting ID: 839 8751 9353

Password: 659467

PUBLIC COMMENTS ON AGENDIZED ITEMS MAY BE SUBMITTED VIA EMAIL TO clerkoftheboard@avta.com OR BY TELEPHONE AT 661/729-2206 AT LEAST TWO HOURS PRIOR TO THE START OF THE 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 Michelle Flanagan, Director Richard Loa, Director Raj Malhi

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, your comments must be submitted via email to clerkoftheboard@avta.com or by telephone at 661/729-2206 at least two hours prior to the start of the meeting and will be read by the Clerk of the Board during the Public Business portion of the agenda. **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 comment 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 LEGISLATIVE REPORT FOR JULY – JUDY VACCARO-FRY

SRP 2 OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT – MARTIN TOMPKINS

SRP 3 MAINTENANCE KPI REPORT – CECIL FOUST

CONSENT CALENDAR (CC): Items 1 through 5 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 JUNE 23, 2020 – KAREN DARR

Recommended Action: Approve the Board of Directors Regular Meeting Minutes of June 23, 2020.

CC 2 FINANCIAL REPORT FOR JUNE 2020 – JUDY VACCARO-FRY

Recommended Action: Receive and file the Financial Report for June 2020.

- CC 3 FISCAL YEAR 2019/2020 (FY 2020) FOURTH QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (APRIL 1 – JUNE 30, 2020) – KELLY MILLER

Recommended Action: Receive and file the FY 2020 Fourth Quarter LASD report for the period covering April 1 through June 30, 2020.

- CC 4 CONTRACT #2020-47 TO UNISPEC CONSTRUCTION, INC. FOR BATHROOM AND BREAKROOM BUILDING AT SIERRA HIGHWAY/JACKMAN STREET – LYLE BLOCK

Recommended Action: Authorize the Executive Director/CEO to execute Sole Respondent Contract #2020-47 with Unispec Construction, Inc., San Pedro, CA, for a bathroom and breakroom building at Sierra Hwy. and Jackman St. for the amount of \$314,580, plus applicable permit fees and sales tax.

- CC 5 AMENDMENT NO. 4 TO CONTRACT #2013-02-001 WITH AVAIL TECHNOLOGIES, INC., FOR ON-GOING SUPPORT WITH AVTA'S INTELLIGENT TRANSPORTATION SYSTEM (ITS) – MARTIN TOMPKINS

Recommended Action: Authorize the Executive Director/CEO to execute Amendment No. 4 to Contract #2013-02-001 with Avail Technologies, Inc., for a three-year period with annual payments, as follows: FY 2020/2021 - \$134,668.00, FY 2021/2022 - \$137,320.96, and FY 2022/2023 - \$141,440.94.

NEW BUSINESS (NB):

- NB 1 LEASE AGREEMENT FOR FOUR BYD 35-FOOT BUSES – MACY NESHATI

Recommended Action: Authorize the Executive Director/CEO to execute a lease agreement with BYD for a quantity of four 35-foot buses for a period of six months and not to exceed 3 years.

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(d)(2)
Significant exposure to litigation (one potential case)
- CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)
Consideration of whether to initiate litigation (one potential case)

RECESS TO CLOSED SESSION

RECONVENE TO PUBLIC SESSION

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

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

ADJOURNMENT:

Adjourn to the Regular Meeting of the Board of Directors on August 25, 2020 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

The agenda was posted by 6:00 p.m. on July 23, 2020 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
July 28, 2020



STATE



State Budget

Earlier this month Governor Newsom signed the Budget Act of 2020.

A \$202.1 billion spending plan that closes a \$54.3 billion budget shortfall caused by the COVID-19 recession.

- Institute a hold harmless provision for calculation and allocation of State Transit Assistance Program, Low Carbon Transit Operations Program, and STA-State of Good Repair allocations (Local Revenue Basis Only);
- Temporarily suspend the financial penalties associated with the TDA requirements for farebox recovery ratio;
- Temporarily suspend the financial penalties associated with the STA Program requirement that transit agencies' operating cost per revenue vehicle hour may not exceed operating cost per revenue vehicle hour adjusted by regional CPI, year over year.



State Legislature

On July 9th, the Legislature postponed their return from summer recess to July 27, "to minimize potential COVID-19 exposure and transmission in the California State Capitol."

Important Dates:

June 19 - July 27 - Assembly Summer Recess

July 2 - July 27 - Senate Summer Recess

July 27 - Legislature Reconvenes

August 31 - Last Day of Session

September 30 - Last Day for the Governor to Sign/Veto Bills

November 3 - General Election

December 7 - 2021-22 Legislative Session Begins





FEDERAL



Surface Transportation Reauthorization

INVEST – *“Investing in a New Vision for the Environment and Surface Transportation in America” Act*

The INVEST in America Act has now merged into H.R. 2, the “Moving Forward Act”.

A \$1.5 trillion infrastructure package that would make investments in transportation, ports, schools, housing, broadband, drinking water systems and clean energy.



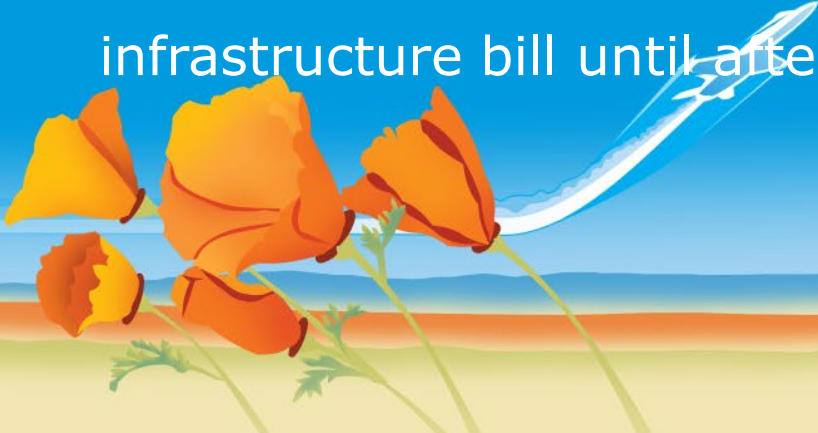


Surface Transportation Reauthorization

On July 1, 2020, the House approved H.R. 2 by a vote of 233-188.

Due to a lack of bipartisan support, the Senate is not expected to take up the bill.

An extension of the FAST Act is more likely, and Congress will leave action on a long-term reauthorization bill and a broader infrastructure bill until after the November elections.



25th Congressional District



Congressman Mike Garcia was officially appointed to serve on the House Committee on Transportation and Infrastructure as well as the House Committee on Space, Science, and Technology.

The House Committee on Transportation and Infrastructure has jurisdiction over all modes of transportation: aviation, maritime and waterborne transportation, highways, bridges, mass transit, and railroads.



QUESTIONS?



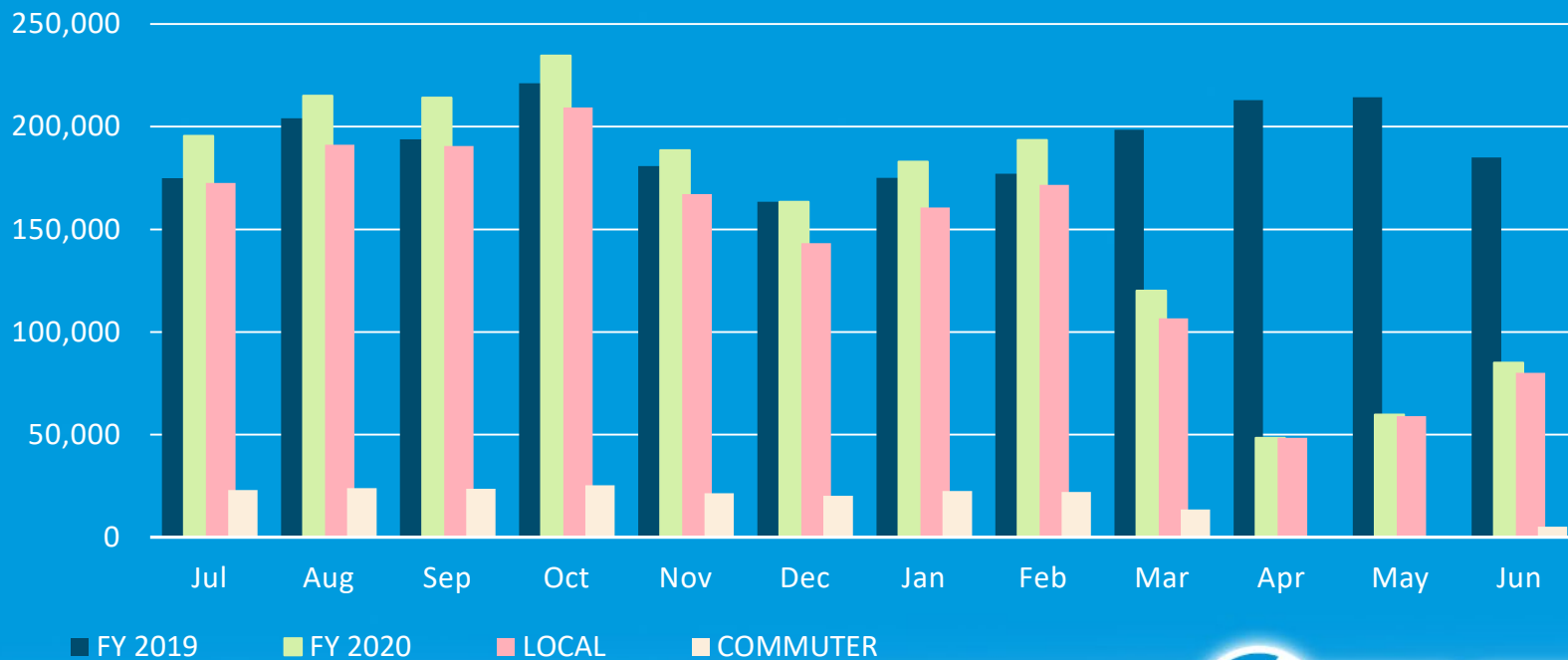
FY 2020 Monthly Operations Key Performance Indicators

Presentation to the Board of Directors
July 28, 2020

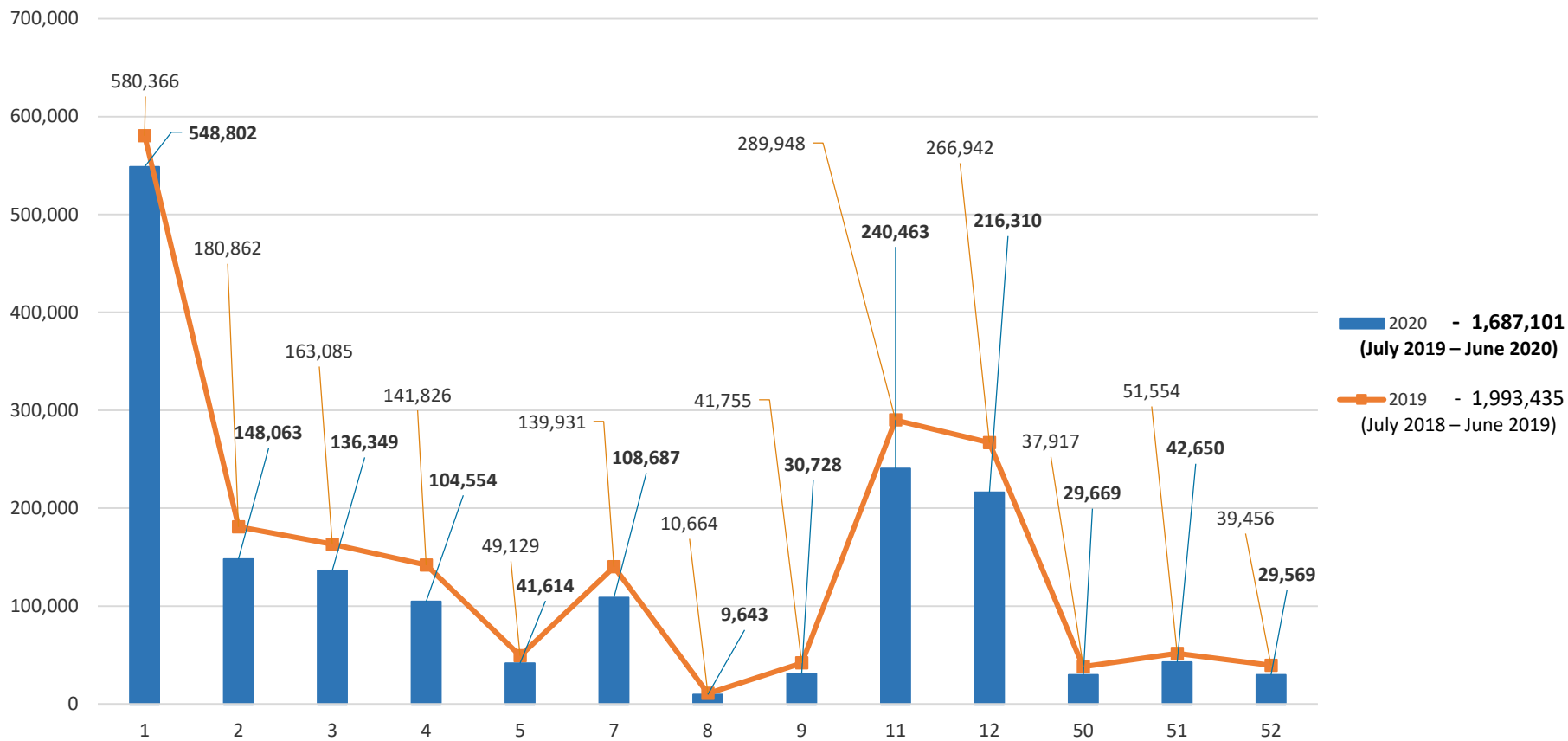


MONTHLY BOARDING ACTIVITY

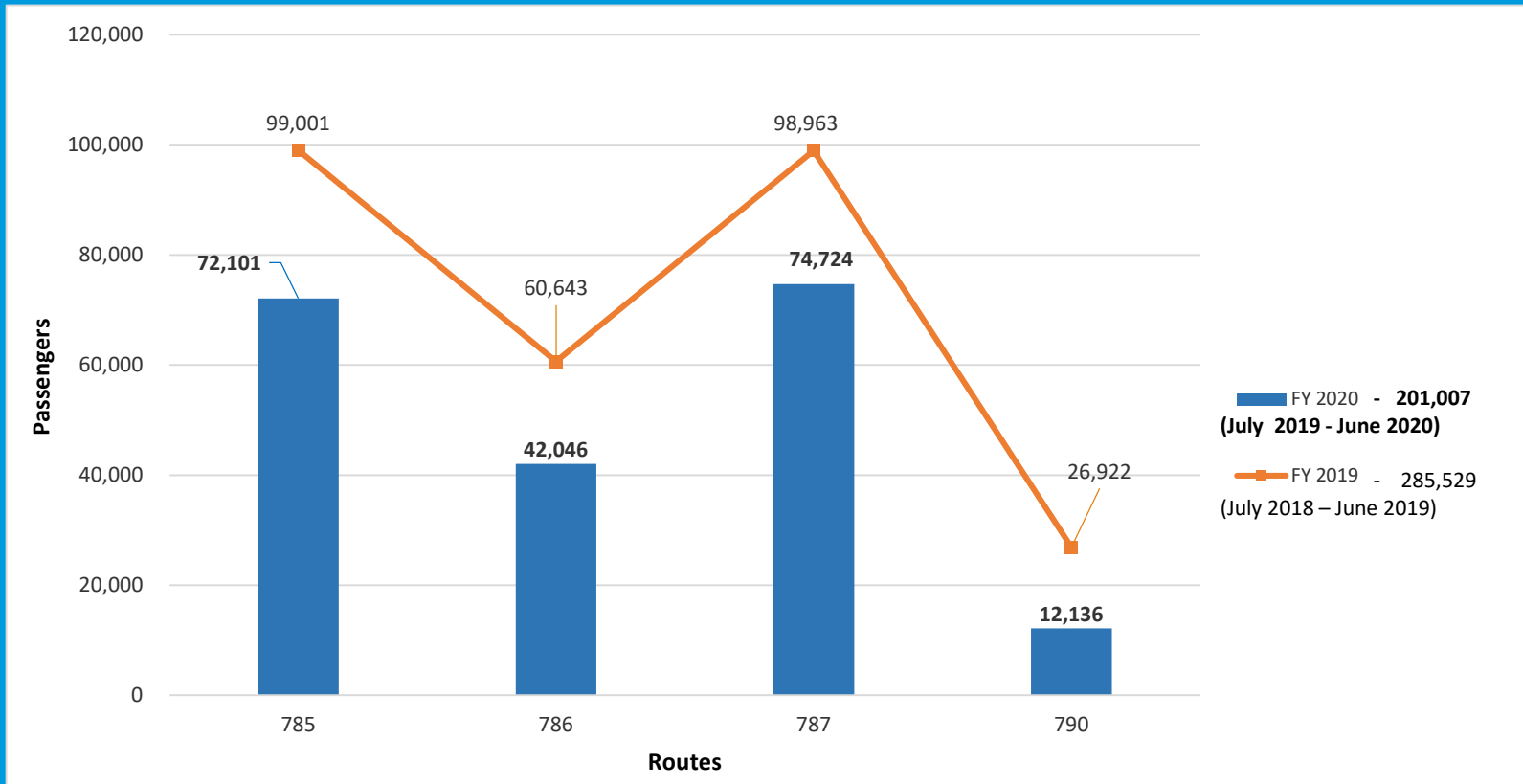
	June FY 2020	May FY 2020
System	85,059	59,667
Local	79,984	58,986
Commuter	5,075	681



ANNUAL RIDERSHIP LOCAL ROUTES



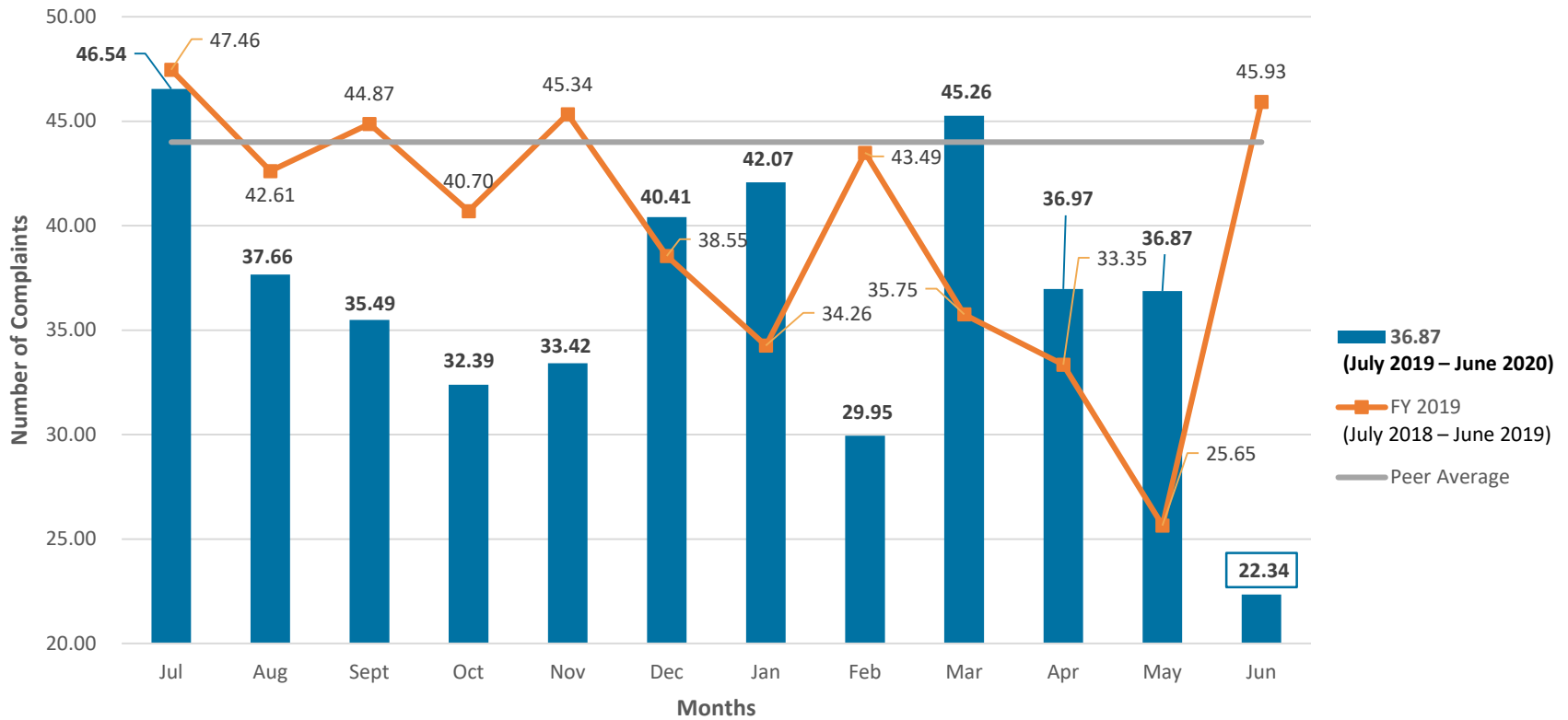
ANNUAL RIDERSHIP COMMUTER ROUTES



COMPLAINTS/100,000 BOARDINGS

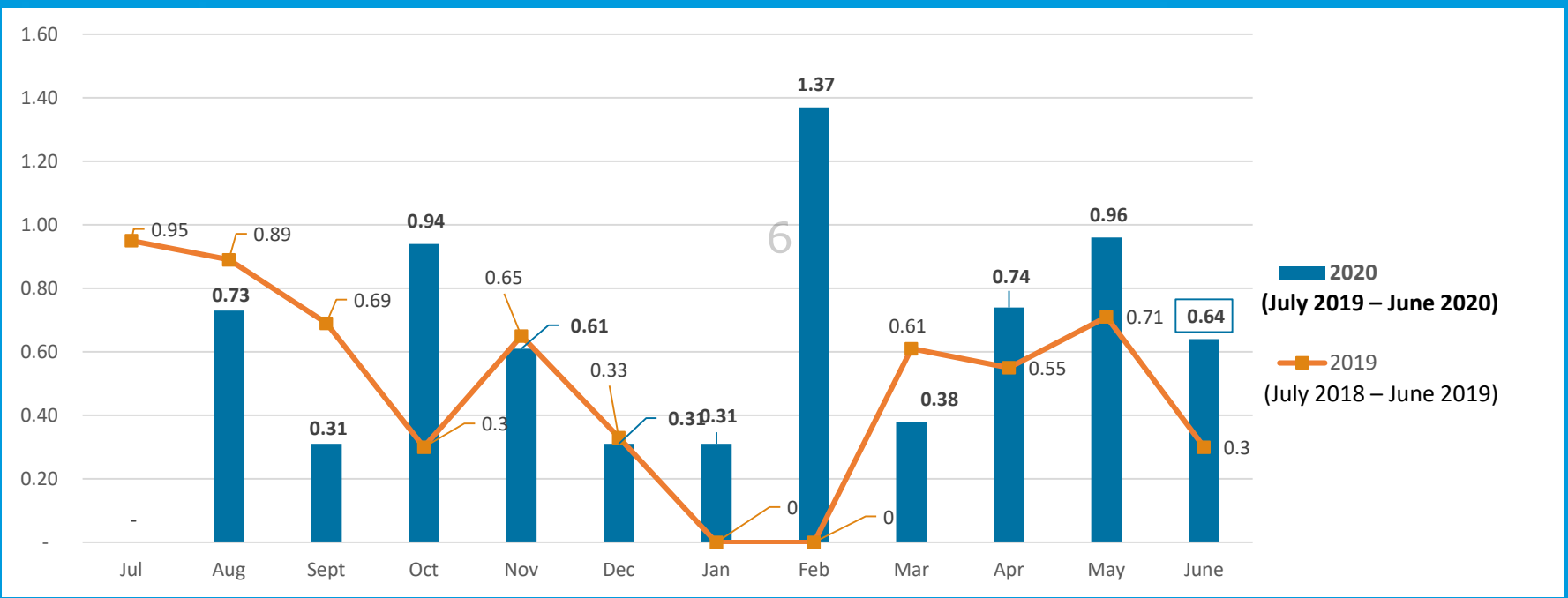
JUNE - SYSTEM WIDE AVERAGE: 22.34

PEER AVERAGE: 44.00



PREVENTABLE ACCIDENTS/100,000 MILES

JUNE - SYSTEM WIDE AVERAGE: 0.64



KEY PERFORMANCE INDICATORS

	June FY 2020	May FY 2020	June FY 2019
Boarding Activity	85,059	59,667	185,076
Complaints / 100,000 Boardings	22.34	36.87	45.93
Preventable Accidents / 100,000 Miles	0.64	0.96	0.30

Thank you!

Questions?



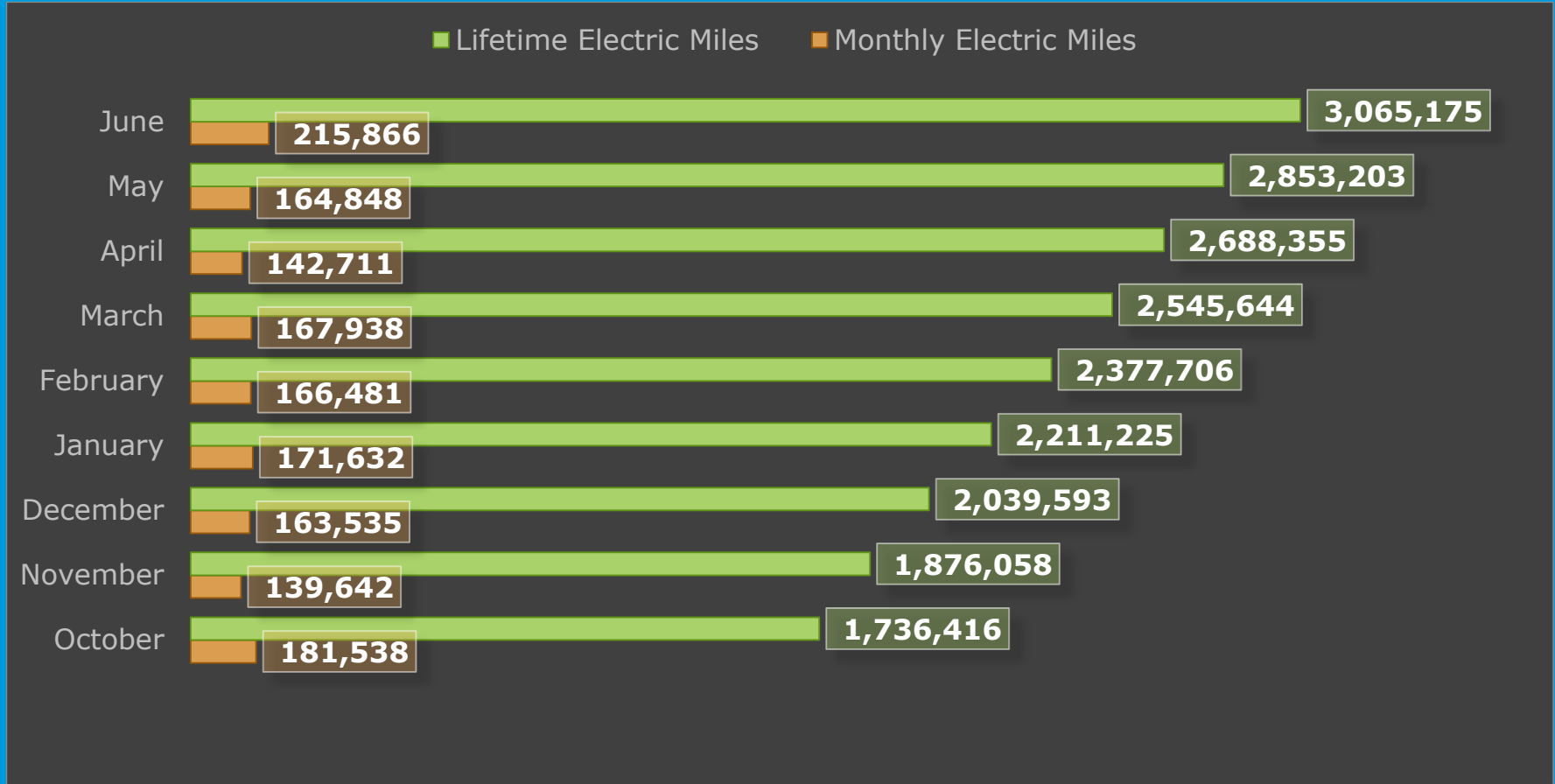
June 2020 Maintenance Key Performance Indicators

Presentation to the Board of Directors

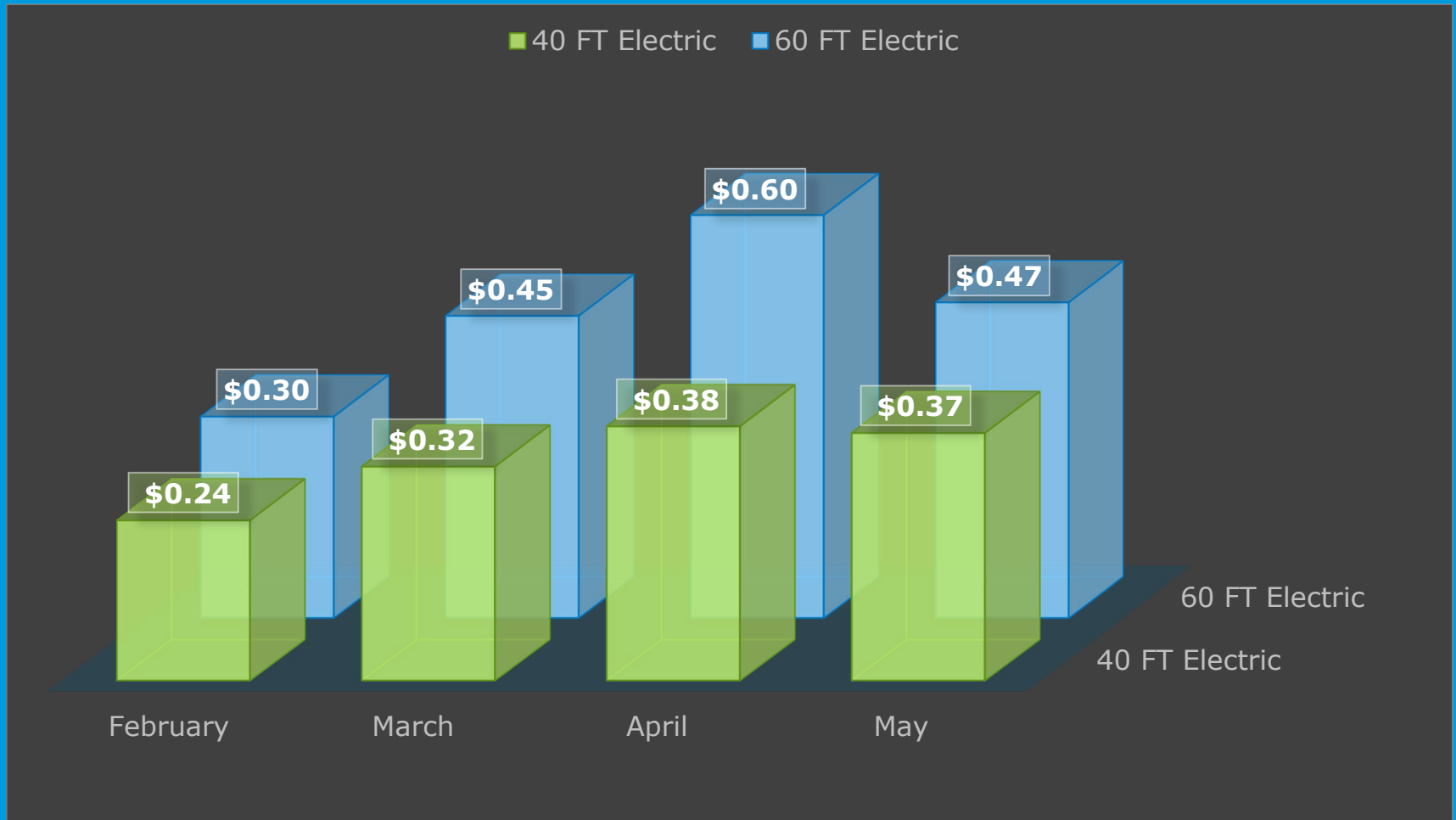
July 28, 2020



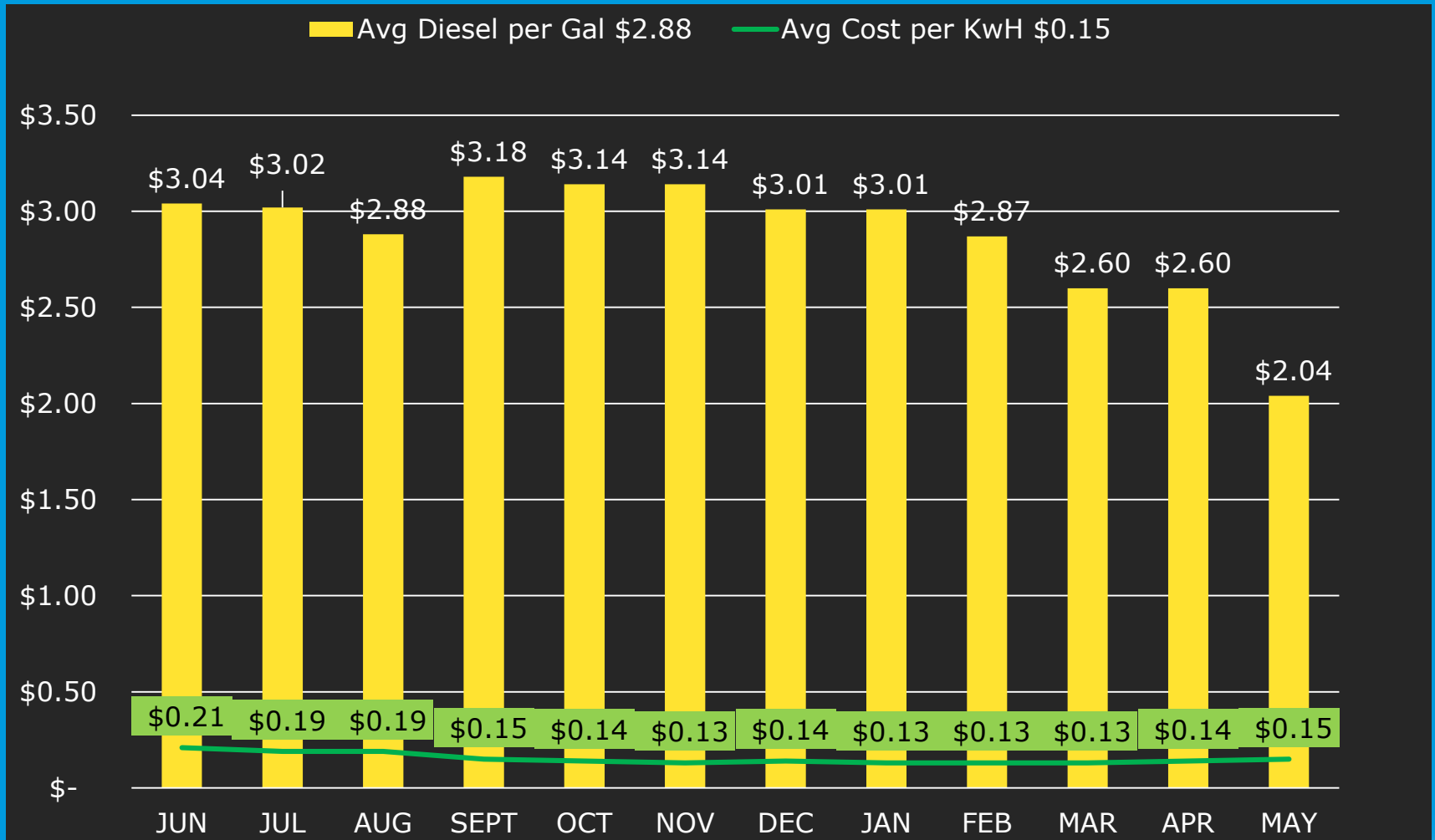
ELECTRIC MILES TRAVELED



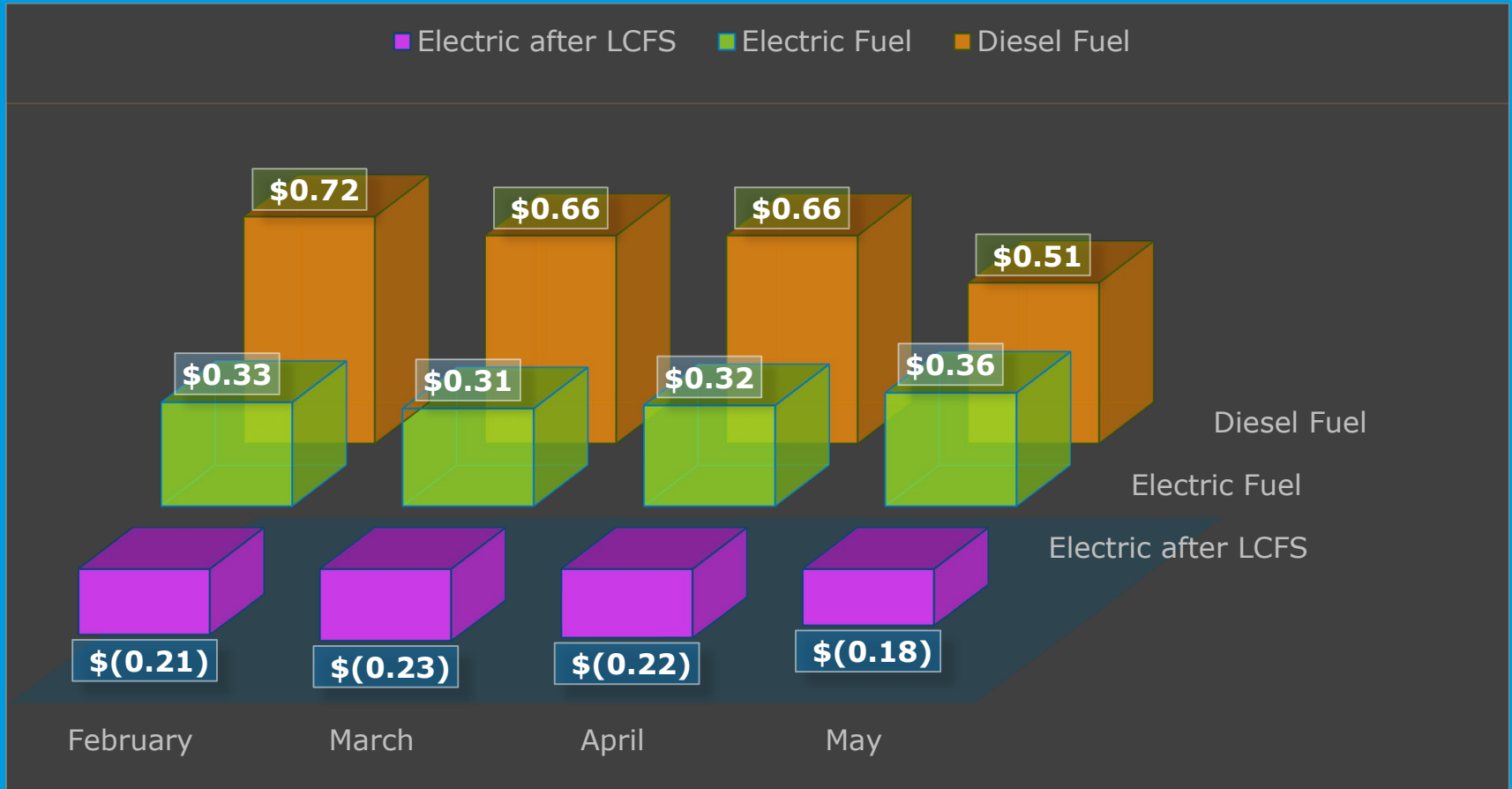
MAINTENANCE COST PER MILE BY FLEET



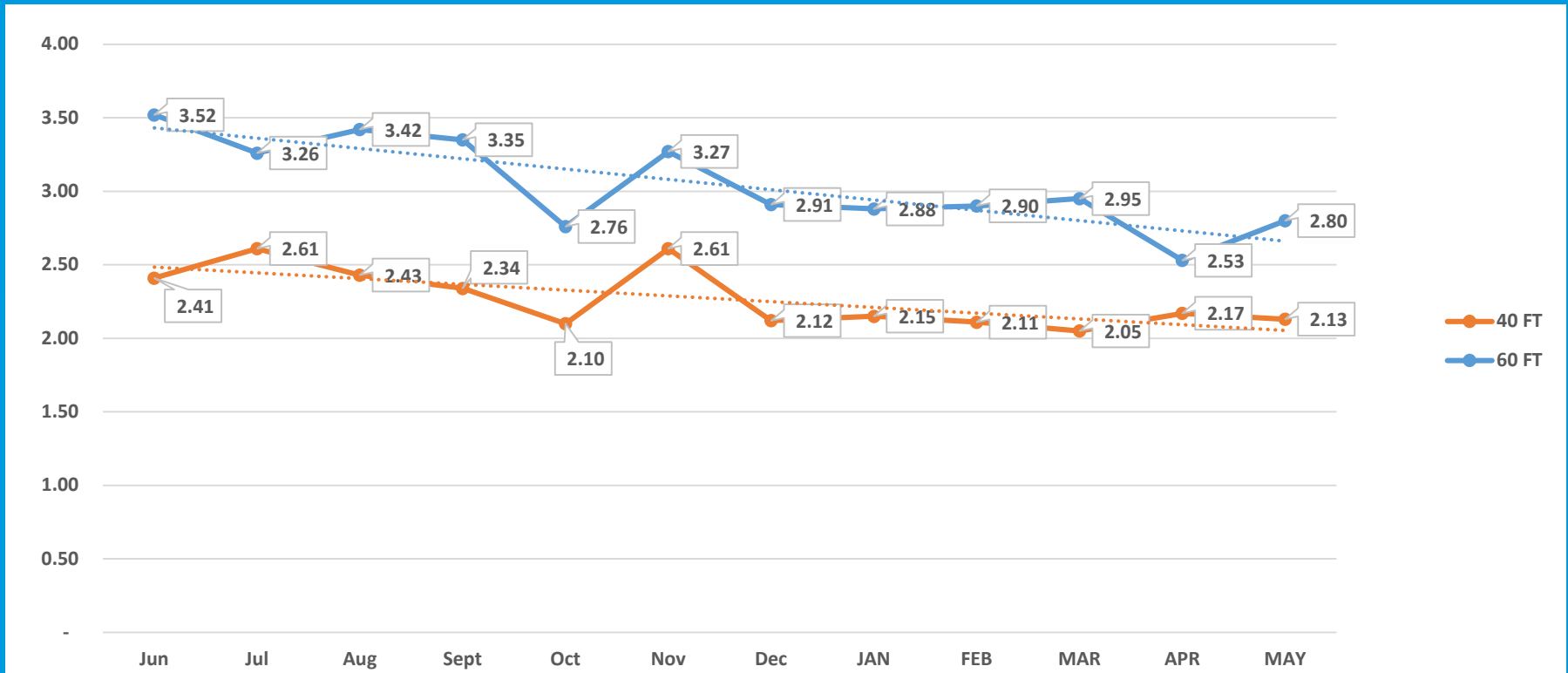
FUEL/ENERGY COST PRIOR 12 MONTHS



PROPULSION FUEL COST PER MILE w/LOW CARBON FUEL STANDARD (LCFS) OFFSET

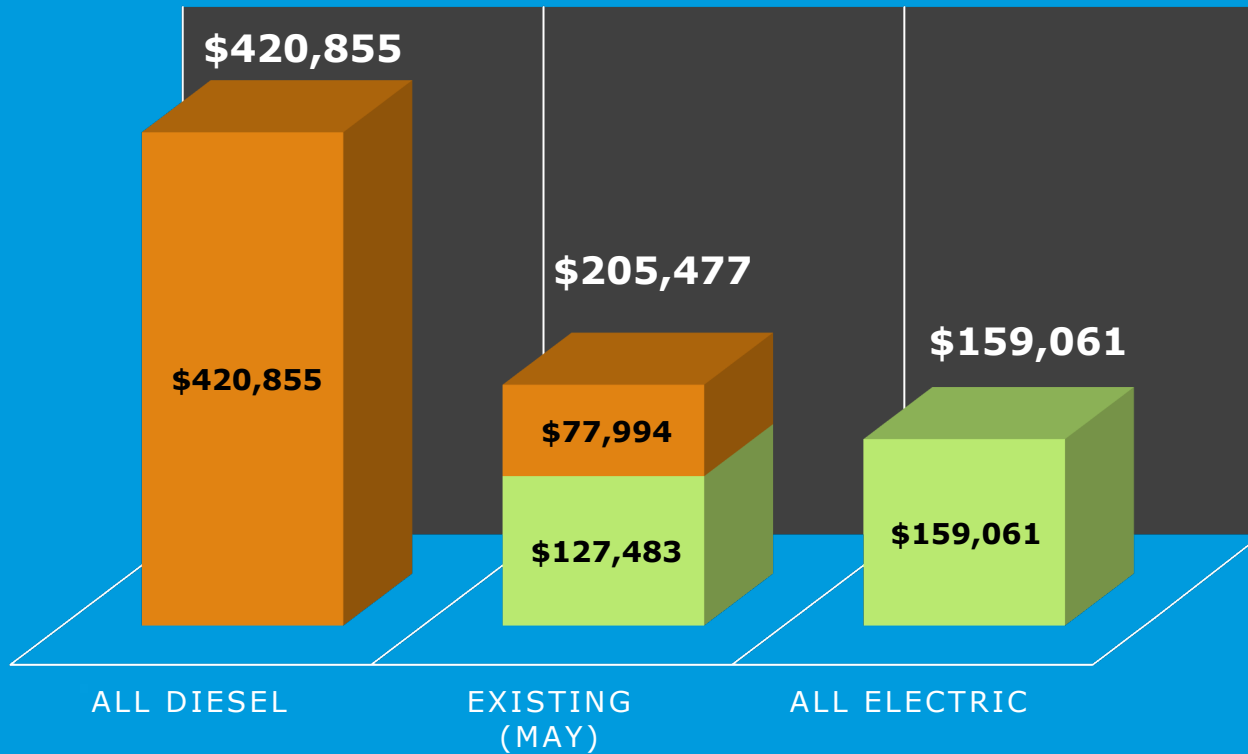


AVERAGE FUEL CONSUMPTION PER MILE (KWPM)



TOTAL FUEL & MAINTENANCE COST ASSUMPTIONS AT FULL BUILDOUT

■ Electric ■ Diesel

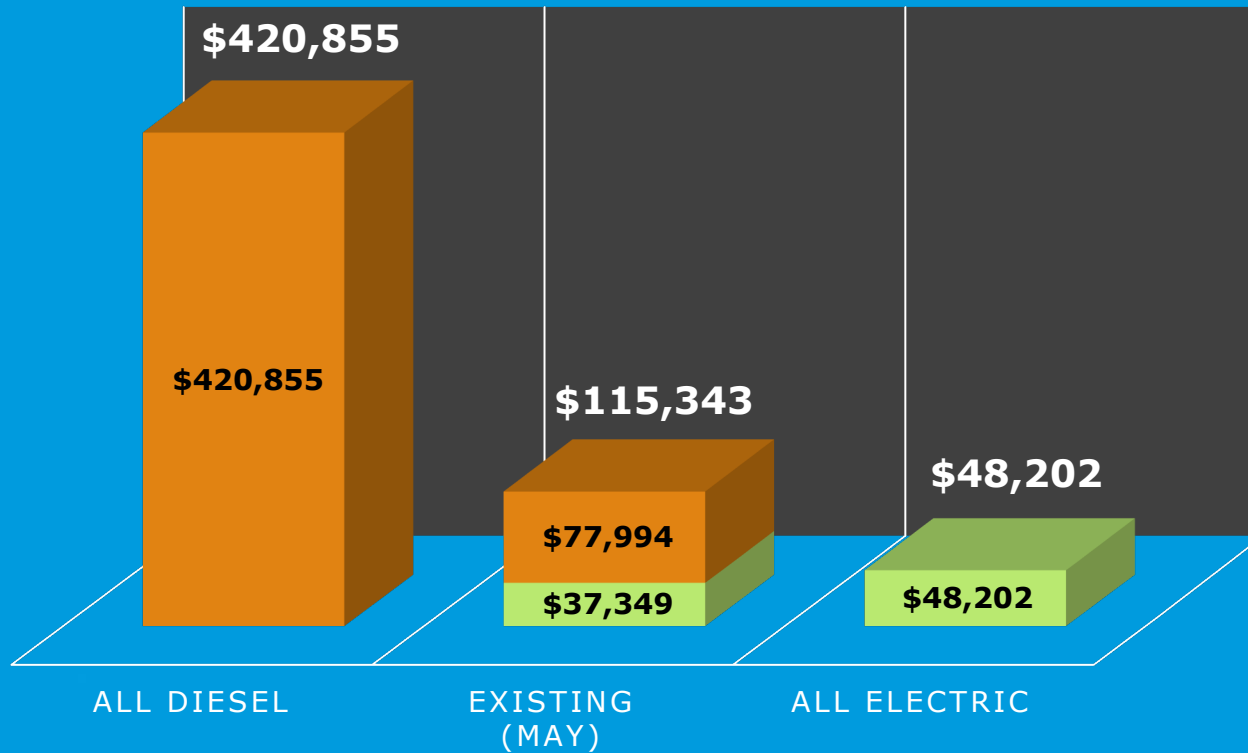


May Savings
\$215,378

Projected Savings
\$261,794

TOTAL FUEL & MAINTENANCE COST ASSUMPTIONS W/LCFS

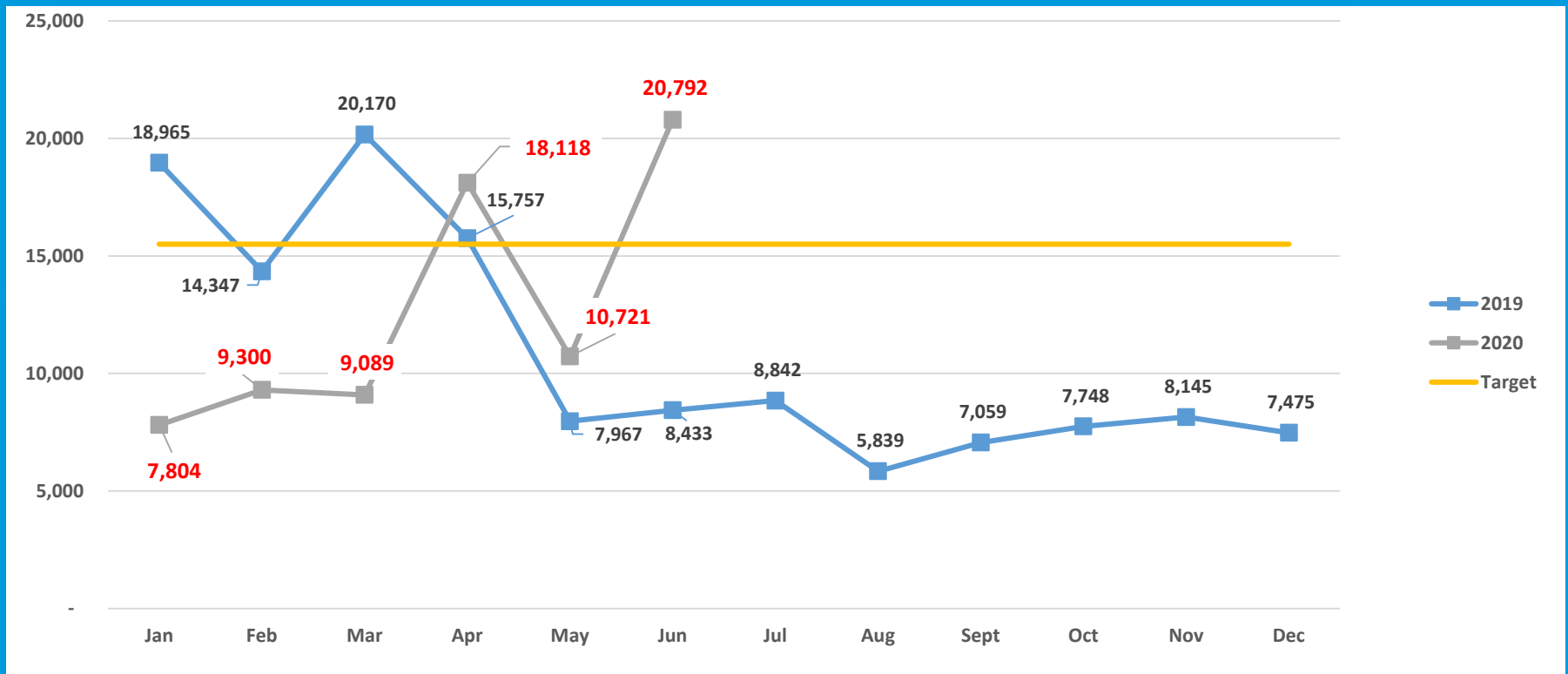
■ Electric ■ Diesel



May Savings
\$305,512

AVERAGE MILES BETWEEN SERVICE INTERRUPTIONS

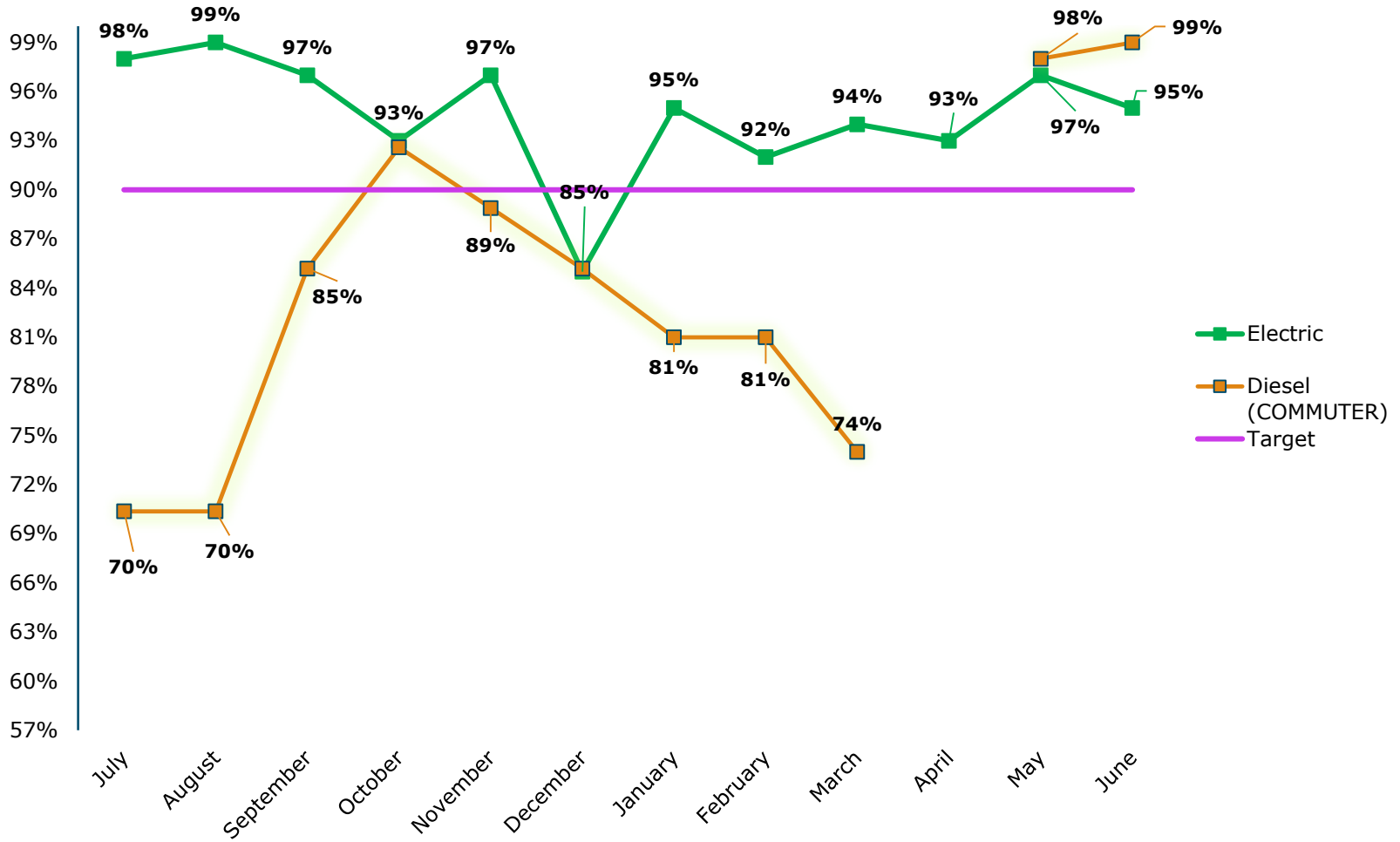
Peer Average: 11,206 Target: 15,500



FLEET AVAILABILITY

Peer Average: 77%

Target 90%



Discussion/Questions?





Regular Meeting of the Board of Directors

Tuesday, June 23, 2020

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.

General Counsel Allison Burns noted for the record that the meeting was switched to a teleconference (Zoom Cloud) meeting at the last minute due to a potential COVID-19 exposure at the AVTA office. Access to the meeting was available to the members of the public who wished to attend.

The Clerk of the Board Karen Darr confirmed no one other than AVTA staff members were present in the Community Room. Ms. Burns clarified the process for members of the public who wished to speak on an item to ensure Brown Act compliance.

ROLL CALL:

Present

Chairman Marvin Crist

Vice Chair Dianne Knippel

Director Steve Hofbauer - inaudible

Director Michelle Flanagan

Director Raj Malhi

Alternate Director Kathryn Mac Laren (Director Richard Loa absent)

APPROVAL OF AGENDA

Motion: Approve the agenda as comprised.

Moved by Director Flanagan, seconded by Director Malhi

Ms. Darr conducted a roll call vote and stated the motion carried.

Vote: Motion carried (4-0-0-0-2)
Ayes: Chairman Crist, Directors Flanagan, Malhi, Alternate Director Mac Laren
Nays: None
Abstain: None
Absent: None
Inaudible: Vice Chair Knippel, Director Hofbauer

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

There were no public business items presented.

SPECIAL REPORTS, PRESENTATIONS, AND REQUESTS FOR DIRECTION (SRP):

SRP 1 LEGISLATIVE REPORT FOR JUNE 2020

Director of Finance and Administration Judy Vaccaro-Fry presented an update regarding SB-288 California Environmental Quality Act: exemptions, the state's budget and Surface Transportation Reauthorization Bill. She also announced AVTA is a two-time recipient of the Low or No Emission (LoNo) Grant and has been awarded \$6,253,255.

SRP 2 OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT

Chief Operating Officer Martin Tompkins presented the report. The Board Members discussed the complaints regarding discourteous operators and disciplinary action taken.

SRP 3 MAINTENANCE KPI REPORT

Management Analyst Cecil Foust presented the report.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF MAY 26, 2020

Approve the Board of Directors Regular Meeting Minutes of May 26, 2020.

CC 2 FINANCIAL REPORT FOR MAY 2020

Receive and file the Financial Report for May 2020.

CC 3 RENEWAL OF AGREEMENT WITH LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) FOR TRANSIT LAW ENFORCEMENT SERVICES RESERVE UNIT

Authorize the Executive Director/CEO to renew the Letter of Understanding with the LASD for transit law enforcement services covering the term July 1, 2020 through June 30, 2021, as outlined in the letter to Sheriff Alex Villanueva.

CC 4 PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)

1) Approve the Public Transportation Agency Safety Plan to comply with the Federal Transit Administration (FTA) bus transit safety plan requirements; and 2) adopt Resolution 2020-005, adopting the PTASP.

CC 5 CONTRACT #2020-48 TO FAST-TRACK CONSTRUCTION CORPORATION FOR ELECTRIC CHARGING STATIONS AT ANTELOPE VALLEY COLLEGE (AVC)

Authorize the Executive Director/CEO to execute Contract #2020-48 with Fast-Track Construction Corporation, Culver City, CA for electric car and bus charging stations at AVC for the amount of \$607,520.25, plus applicable permit fees and sales tax.

CC 6 CONTRACT #2020-56 TO DUKE ENGINEERING FOR THE DESIGN BUILD OF THE AVTA EMPLOYEE WELLNESS CENTER

Authorize the Executive Director/CEO to execute Contract #2020-56 with Duke Engineering for the Design Build of the AVTA Employee Wellness Center at the AVTA facility in the amount of \$350,000, including applicable taxes and fees.

Motion: Approve the Consent Calendar.

Moved by Vice Chair Knippel, seconded by Director Flanagan

Ms. Darr conducted a roll call vote and stated the motion carried.

Vote: Motion carried (4-0-0-0-2)

Ayes: Chairman Crist, Vice Chair Knippel, Director Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

Inaudible: Directors Hofbauer and Malhi

NEW BUSINESS (NB):

NB 1 FISCAL YEAR 2020/2021 (FY 2021) PROPOSED BUDGET

Ms. Vaccaro-Fry presented the staff report.

Motion: Adopt the Proposed FY 2021 Budget.

Moved by Vice Chair Knippel, seconded by Director Malhi

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Malhi, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

NB 2 TITLE VI PROGRAM UPDATE FOR FISCAL YEARS 2020/2021-2022/2023

DBE/EEO Compliance Officer Kelly Miller presented the staff report. The Board Members briefly discussed this item.

Motion: 1) Approve AVTA's Title VI Program Update for FY 2020/2021 through FY 2022/2023 as required by the Federal Transit Administration; and 2) Adopt Resolution No. 2020-006, adopting AVTA's Title VI Program Update.

Moved by Vice Chair Knippel, seconded by Alternate Director Mac Laren

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Malhi, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO Macy Neshati

- Stated AVTA and the Teamsters Union will be holding a food drive on Saturday, June 27, 2020.
- Announced Ms. Vaccaro-Fry was promoted to Chief Financial Officer.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

There were no miscellaneous business – non-agenda items presented.

ADJOURNMENT:

PASSED, APPROVED, and ADOPTED this 28th day of JULY, 2020

Marvin Crist, Chairman of the Board

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: July 28, 2020

TO: BOARD OF DIRECTORS

SUBJECT: Financial Report for June 2020

RECOMMENDATION

That the Board of Directors receive and file the financial report for June 2020.

FISCAL IMPACT

	May
PAYROLL	\$302,356
CASH DISBURSEMENTS	\$5,494,399

BACKGROUND

To comply with the provisions required by Sections 37202, 37208 and 6505.5 of the Government Code, the Director of Finance and Administration in conjunction with the Controller, provides a monthly payroll total and cash disbursements. The Executive Director/CEO and Treasurer certify the availability of funds.

I, Macy Neshati, Executive Director/CEO of AVTA, declare that the above information is accurate.

Prepared by:

Submitted by:

Judy Vaccaro-Fry
Chief Financial Officer

Macy Neshati
Executive Director/CEO



DATE: July 28, 2020

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2019/2020 (FY 2020) Fourth Quarter Los Angeles County Sheriff's Department Report (April 1 – June 30, 2020)

RECOMMENDATION

That the Board of Directors receive and file the FY 2020 Fourth Quarter Los Angeles County Sheriff's Department Report for the period covering April 1 through June 30, 2020.

FISCAL IMPACT

No fiscal impact at this time.

DISCUSSION

Deputy Maselli and his K-9 partner Doc worked a total of 482 hours during the fourth quarter of FY20.

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 was reported from the previous day. On average, Deputy Maselli made contact with an estimated 25-30 buses/bus operators per day.

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

Deputy Maselli and Doc 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.

On April 9, Deputy Maselli responded to PTC regarding a battery call. Disturbing parties stated mutual combat and non-desirous. He responded to 10th St. West/Avenue P regarding a battery call. Victim non-desirous of report.

On May 27, Deputy Maselli conducted an annual certification with Doc for explosive detection and gun search.

On June 4, Deputy Maselli responded to a call at PTC regarding a bomb threat. Deputy Maselli deployed Doc in the area. Doc did not alert in the area nor had any change of behavior.

The following is a list of misdemeanors, infractions and arrest warrants included on citations issued from April 1 through June 30. All citations and arrests were issued at transit centers or at bus stops in the AVTA service area.

Citations	Apr 2020	May 2020	Jun 2020
Suspended or Unlicensed Driver			
Expired Registration			
Registration Not in Vehicle			
No Proof of Insurance			
Drinking in Public (Bus Stops)	1		
Failure to Have Both License Plates on Vehicle			
Failure to Obey Posted Signs at Transit Centers			
Impounded Vehicle			
Outstanding Warrant Arrest (Fare Evasion)		1	
Driver License Not in Possession			
Criminal Threats Made			1
Attempted Robbery of Bus Driver			1
Under the Influence of a Controlled Substance			1

During the month of April, Deputy Maselli gave twenty-five (25) warnings and made one (1) transit-related arrest (public intoxication). He warned and advised several persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at OMP and PTC. Deputy Maselli donated thirty (30) hours to AVTA.

During the month of May, Deputy Maselli made one (1) transit-related warrant arrest (fare evasion). He warned and advised several persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at OMP and PTC. Deputy Maselli donated twenty-four (24) hours to AVTA.

During the month of June, Deputy Maselli had three (3) transit-related arrests. He warned and advised several persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at OMP and PTC. Deputy Maselli donated eighteen (18) hours to AVTA.

Prepared by:

Submitted by:

Kelly Miller
DBE/EEO Compliance Officer

Macy Neshati
Executive Director/CEO



DATE: July 28, 2020

TO: BOARD OF DIRECTORS

SUBJECT: Contract #2020-47 to Unispec Construction, Inc. for Bathroom and Breakroom Building at Sierra Highway/ Jackman Street

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to execute Sole Respondent Contract #2020-47 with Unispec Construction, Inc., San Pedro, CA, for a bathroom and breakroom building at Sierra Hwy. and Jackman St. for the amount of \$314,580, plus applicable permit fees and sales tax.

FISCAL IMPACT

Sufficient grant funds have been included in the FY 2021 Budget to pay for this project.

BACKGROUND

AVTA released an Invitation for Bids (IFB) Number 2020-04, Electric Bus Charging at Sierra Hwy. and Jackman St., which closed on October 31, 2019. Upon staff's evaluation of the received bids, the breakroom and restroom building was removed from consideration when pricing exceeded engineer's estimate. The design specifications were then re-engineered and to this end, staff developed and circulated a supplemental Invitation for Bid.

AVTA released an IFB on June 12, 2020 for the construction of a bathroom and breakroom building at Sierra Hwy. and Jackman St. and associated improvements. The awarded firm will provide project management, supervision, scheduling, equipment, labor, materials, freight, taxes and applicable permits for this project. Prior to the issuance of the IFB, Board and

Transit Advisory Committee members were notified and asked to submit any recommendations for potential vendors. The solicitation documents were posted to AVTA's procurement website and advertisements were placed in the *Antelope Valley Press* and the *Our Weekly Lancaster* newsletter. The local Chambers of Commerce and AV Board of Trade were also notified via their respective email lists. AVTA's procurement system provided the solicitation documents to 178 registered firms; nine (9) from Lancaster, seven (7) from Palmdale and an additional 162 firms outside of the Antelope Valley.

Staff conducted a mandatory pre-bid conference on June 22, 2020, with two (2) firms attending. One (1) addenda were released prior to the bid closing. The bid opening was held on July 13, 2020. Of the 178 firms that received notification of the IFB, only one (1) firm submitted bid. The firm that meet minimum requirements and their respective bid amount are listed in the table below.

Firm	Location	Price
Unispec Construction, Inc	San Pedro, CA	\$314,580.00

Under AVTA's procurement policy requirements, an IFB must be awarded to the lowest responsive and responsible bidder.

Based on procurement policy requirements, bids received were reviewed for requisite document submittal, staff found the lowest bid complete with pricing to be fair and reasonable. Therefore, staff is recommending the Board approve a contract with Unispec Construction, Inc. This project is anticipated to take approximately 150 days to complete from notice to proceed.

Prepared by:

Submitted by:

Lyle A. Block, CPPB
Procurement and Contracts Officer

Macy Neshati
Executive Director/CEO



DATE: July 28, 2020

TO: BOARD OF DIRECTORS

SUBJECT: Amendment No. 4 to Contract #2013-02-001 with Avail Technologies, Inc., for on-going support with AVTA's Intelligent Transportation System (ITS)

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to execute Amendment No. 4 to Contract #2013-02-001 with Avail Technologies, Inc., for a three-year period with annual payments, as follows: FY 2020/2021 - \$134,668.00, FY 2021/2022 - \$137,320.96, and FY 2022/2023 - \$141,440.94.

FISCAL IMPACT

Sufficient funds have been included in the FY 2020/2021 Budget and will be included in future budgets to cover contract costs.

BACKGROUND

In June 2013, the Board of Directors approved AVTA's Intelligent Transportation System (ITS). The system assisted AVTA staff with five basic goals: 1) improve schedule adherence; 2) provide accurate passenger information, 3) collect accurate information to manage planning and serving routes, 4) increase response times for incidents and emergencies; and 5) increase ridership through schedule adherences and easier access to services.

This three-year time extension will allow for continuance and timely delivery of services to our passengers. If approved, the contract's new termination date will be April 31, 2023.

Prepared by:

Submitted by:

Martin Tompkins
Chief Operating Officer

Macy Neshati
Executive Director/CEO



NB 1

DATE: July 28, 2020

TO: BOARD OF DIRECTORS

SUBJECT: Lease Agreement for Four BYD 35-Foot Buses

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to execute a lease agreement with BYD for a quantity of four 35-foot buses for a period of six months and not to exceed 3 years.

FISCAL IMPACT

Sufficient funds have been included in the FY 2021 Budget to pay for this project.

BACKGROUND

On September 1, 2020, AVTA will begin new service as recommended by the Regional Transit Plan completed in January 2020. The new service includes expanded local transit service including more frequent headways on many routes and requires expansion of our fleet. Current lead time for new buses from all of the major manufacturers is 12 to 18 months. We were able to locate four BYD used buses and take advantage of 13 months of depreciation on the buses. The lease is based on an initial value of \$513,256.72 and the buses are eligible for purchase after the first six months for \$489,926.87 each and continue to be eligible for purchase at a fixed monthly depreciation of \$4,665.97. The monthly lease rate is \$5,892.00 each.

In addition to saving money on the purchase price of the buses, the lease with option to purchase adds flexibility to our decision-making process by allowing us the opportunity to evaluate the adequacy of the 35-foot size as well as the option to return the buses if the new routes would be better served by larger buses.

Prepared and Submitted by:

Macy Neshati
Executive Director/CEO