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**Regular Meeting of the Board of Directors**

**Tuesday, April 27, 2021**

**10:00 a.m.**

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

**AGENDA**

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

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Clerk of the Board at (661) 729-2206 at least 72 hours prior to the scheduled Board of Directors meeting. All accommodation requests will be handled swiftly and resolving all doubts in favor of access.

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 Richard Loa, Director Raj Malhi, Director Michelle Flanagan

**APPROVAL OF AGENDA**

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

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

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

SRP 1 PRESENTATION TO AVTA EMPLOYEE OF THE THIRD QUARTER FOR FISCAL YEAR 2020/2021 (JANUARY 1 – MARCH 31, 2021) – JUDY VACCARO-FRY

SRP 2 PRESENTATION TO TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR FEBRUARY AND MARCH 2021 – TRACY CRAGHEAD, TRANSDEV

SRP 3 LEGISLATIVE REPORT FOR APRIL – JUDY VACCARO-FRY

SRP 4 OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT – MARTIN TOMPKINS

SRP 5 MAINTENANCE KPI REPORT – CECIL FOUST

SRP 6 ENHANCE COMMUNITY ROOM TECHNOLOGY – MACY NESHATI

**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 MARCH 23, 2021 – KAREN DARR

*Recommended Action: Approve the Board of Directors Regular Meeting Minutes of March 23, 2021.*

CC 2 FINANCIAL REPORT FOR MARCH 2021 – JUDY VACCARO-FRY

*Recommended Action: Receive and file the Financial Report for March 2021.*

CC 3 FISCAL YEAR 2020/2021 (FY 2021) THIRD QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (JANUARY 1 – MARCH 31, 2021) – KELLY MILLER

*Recommended Action: Receive and file the FY 2021 Third Quarter LASD report for the period covering January 1 through March 31, 2021.*

CC 4 RESOLUTION NO. 2021-003, AUTHORIZING THE EXECUTIVE DIRECTOR/CEO TO EXECUTE ALL REQUIRED DOCUMENTS FOR THE VOLKSWAGEN ENVIRONMENTAL MITIGATION TRUST FUNDS GRANT PROGRAM FOR FISCAL YEAR 2021/2022 (FY 2022) – JUDY VACCARO-FRY

*Recommended Action: Adopt Resolution No. 2021-003, a Resolution authorizing the Executive Director/CEO to execute all required documents for the Volkswagen Environmental Mitigation Trust Funds grant program.*

CC 5 DESTRUCTION OF AVTA RECORDS PER RECORDS RETENTION POLICY – JUDY VACCARO-FRY

*Recommended Action: In accordance with AVTA's Record Retention policy, authorize the destruction of on-site records (paper, electronic, audio, photographic, etc.) as detailed on the Records Destruction list.*

**NEW BUSINESS (NB):**

NB 1 CONTRACT #2021-51 TO PLANETBIDS, INC., FOR PUBLIC SECTOR E-PROCUREMENT SERVICE SOLUTION – LYLE BLOCK

*Recommended Action: Authorize the Executive Director/CEO to execute Contract #2021-51 for the Public Sector E-Procurement Service Solution to Planetbids, Inc., Studio City, CA, for an amount of \$132,500, for a five-year term.*

NB 2 AMENDMENT NO. 3 TO CONTRACT #2016-31 WITH BYD COACH & MOTORS, INC., FOR THE PURCHASE OF SIX (6) K11M 60-FOOT BATTERY-ELECTRIC BUSES – MACY NESHATI

*Recommended Action: Authorize the Executive Director/CEO to execute Amendment No. 3 to Contract #2016-31 with BYD Coach & Motors, Inc., adjust quantities and purchase of six (6) K11M 60-foot battery-electric buses for an amount not to exceed \$6,360,000, plus applicable sales tax.*

**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 (two potential cases)
- CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)  
Consideration of whether to initiate litigation (one potential case)
- CS 3 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**

- NB 3 THIRD AMENDED AND RESTATED EXECUTIVE DIRECTOR/CHIEF EXECUTIVE OFFICER (CEO) EMPLOYMENT AGREEMENT – ALLISON BURNS

*Recommended Action: Approve the Third Amended and Restated Executive Director/CEO Employment Agreement.*

**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 May 25, 2021 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

**The agenda was posted by 6:00 p.m. on April 22, 2021 at the entrance to the Antelope Valley Transit Authority, 42210 6<sup>th</sup> Street West, Lancaster, CA 93534.**

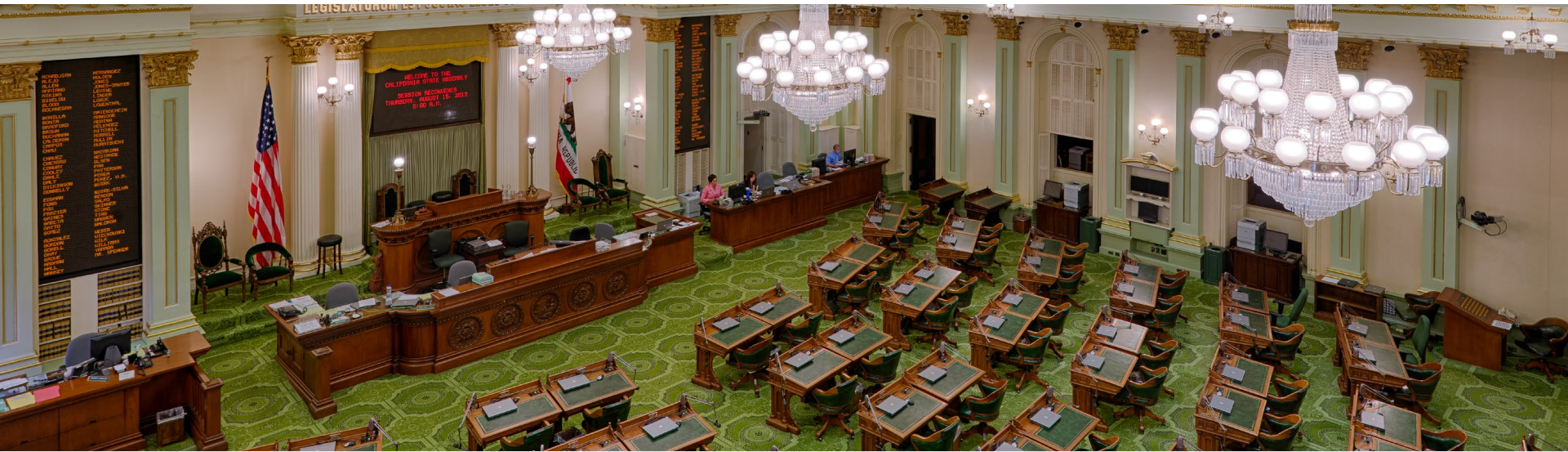
Copies of the staff reports and attachments or other written documentation relating to each proposed item of business on the agenda presented for discussion by the Board of Directors are on file in the Office of the Executive Director/CEO. Any disclosable public records related to an open session item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

# Legislative Update

April 27, 2021  
Presentation to  
AVTA Board of Directors



# STATE



# 2021 Legislative Bills

## **AB 1069 – Lackey**

Zero Emission Passenger  
Vehicles – Under represented  
Communities

## **AB 1447 – Cooley**

The Rural California  
Infrastructure Act

## **SB 339 – Weiner**

Vehicles: Road Usage Charge  
Pilot Program

## **SB 372 – Leyva**

Medium & Heavy Duty Fleet  
Purchasing Assistance Program

## **AB 1049 – Davies**

Public Transportation Account –  
Loan Repayment

## **SB 551 – Stern**

Establish the California Electric  
Vehicle authority

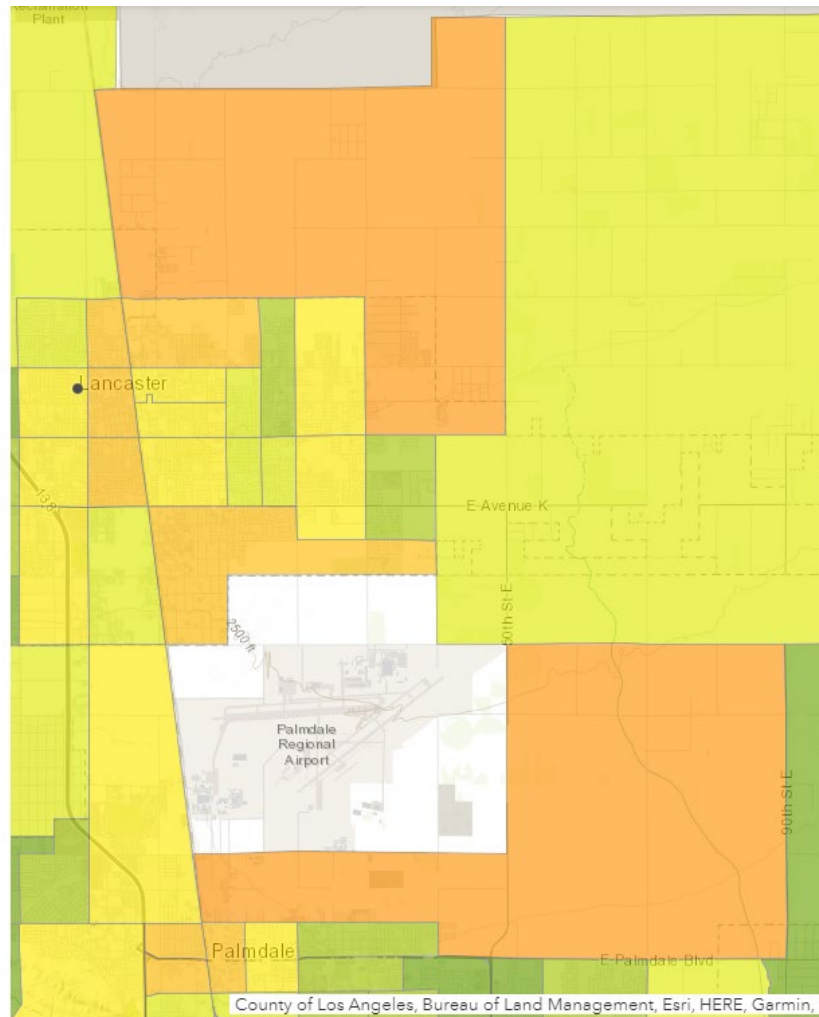




# **\*EXISTING\*** **Disadvantaged Community (DAC)**

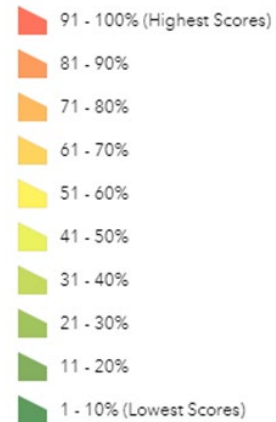
CENSUS TRACT

**6037900300 – 75-80%**



## Legend

CalEnviroScreen 3.0 Results (June 2018 Update)

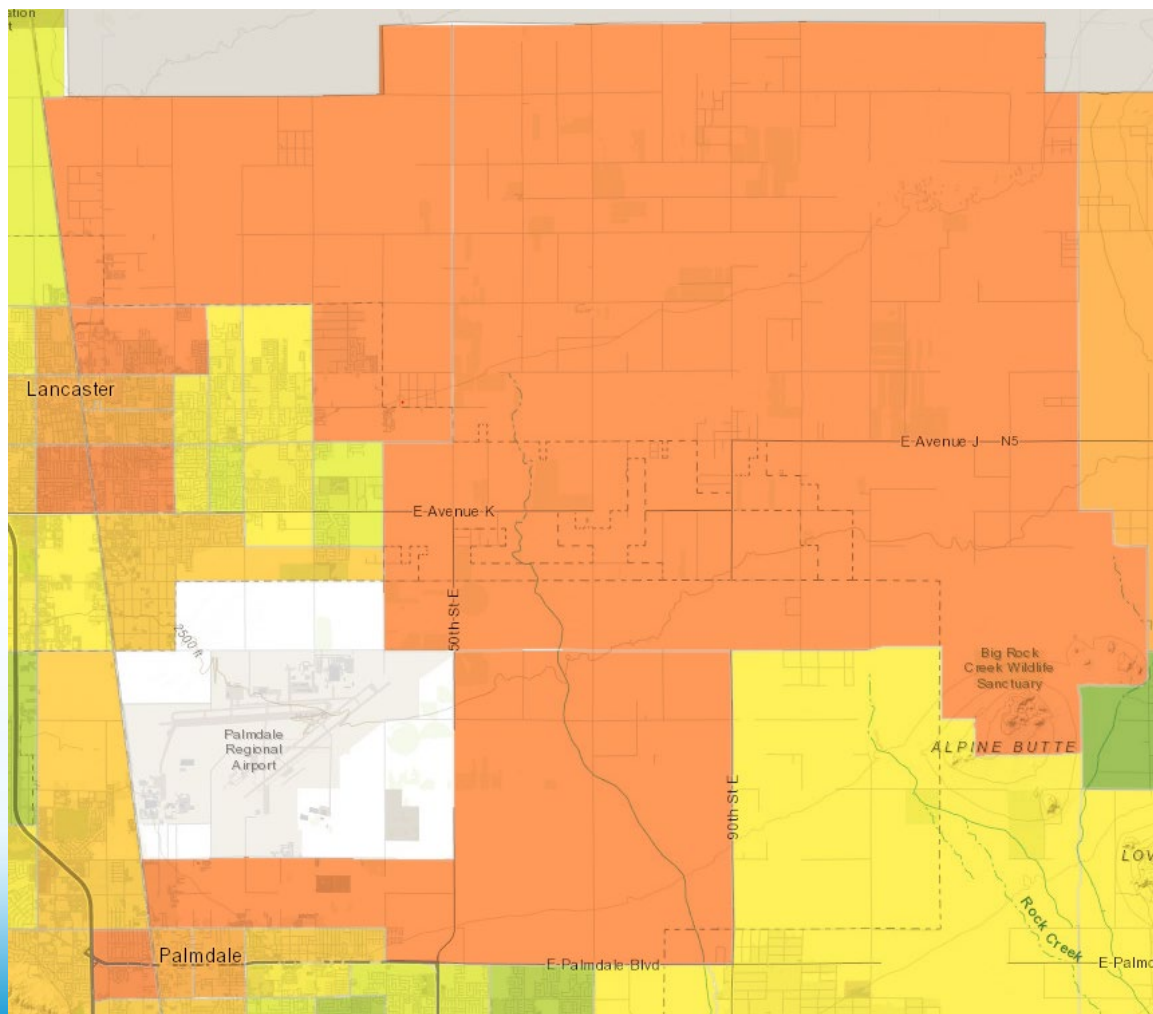
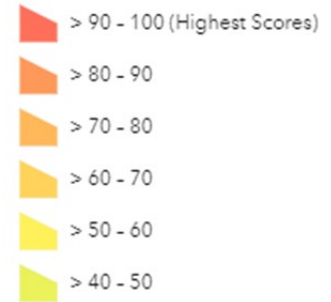


# \*PROPOSED\*

## Legend

### Legend

#### Draft CalEnviroScreen 4.0 Results



## CENSUS TRACTS

1. 6037910101 – 88%
2. 6037900300 – 86%
3. 6037900201 – 86%
4. 6037900701 – 85%
5. 6037910501 – 85%
6. 6037900602 – 80%
7. 6037910402 – 83%
8. 6037900501 – 81%
9. 6037910403 – 81%

# FEDERAL



# America's Infrastructure

ASCE released the 2021 Report Card for America's Infrastructure

Report covers 17 categories of infrastructure

Assigned the U.S. a cumulative grade of 'C-', up from a 'D+' in the 2017 report  
1<sup>st</sup> time the U.S. has received a grade above the 'D' range since 1998.

Administration unveiled the American Jobs Plan, \$2.25 trillion infrastructure package that proposes investment in all 17 ASCE Infrastructure Report Card categories.



ROADS AND BRIDGES: In California, there are 1,536 bridges and over 14,220 miles of highway in poor condition.



# American Jobs Plan

Allocates \$621 billion in overall spending to the transportation sector, with the largest slice of that funding aimed at spurring major growth in the electric vehicle market.

- \$174 billion for retooling factories to make batteries and electric vehicles or EVs, along with consumer 'point-of-sale' rebates and tax incentives to buy American-made EVs.
- \$115 billion for modernizing bridges, highways, roads, and main streets "that are in most critical need of repair."
- \$85 billion to modernize existing transit and help agencies expand their systems to meet rider demand.
- Amtrak repair backlog, airport related funding, inland waterways, coastal ports, land ports of entry and ferries



# FY 2022 Budget

The FY 2022 budget request totaling \$1.52 trillion was released:

- \$25.6 billion of discretionary funding for the U.S. Department of Transportation
- \$769 billion for non-defense domestic discretionary programs (a 16% increase)
- \$753 billion for national defense funding (a 1.5% increase).

Absent from the administration's tax increase proposals are initiatives to keep the federal highway trust fund solvent by raising the motor fuel tax or implementing a vehicle miles travelled (VMT) fee floated earlier by the Transportation Secretary.



# FY 2022 Discretionary Budget

The Discretionary Budget includes several key public transportation and passenger rail initiatives, including:

- \$2.5 billion for Capital Investment Grants, a 23-percent increase from the FY 2021 enacted level;
- \$250 million for grants for transit agencies to purchase low- and no-emission buses. This funding, combined with the assumed \$55 million of contract authority of the FAST Act, would provide \$305 million for the Low or No Emission Grant Program, a 69-percent increase from the FY 2021 enacted level;
- \$110 million for a new Thriving Communities Initiative Pilot. Designed as a "down payment" on transportation equity, this program aims to "improve access to destinations and foster community vibrancy";



# Budget v. America Jobs Plan

## **Better Utilizing Investments to Leverage Development**

**(BUILD)** - Budget proposes \$1 billion for grants (equal to the FY 2021 enacted level), however, the American Jobs Plan separately calls for an additional \$5 billion for this program.

**Low-No Emission** - budget requests \$250 million for Low-No grant in FY22, also proposing \$25 billion in the American Jobs Plan to replace diesel transit buses with electric buses - 100 times as much as the \$250 million being requested





# REGIONAL





# LACMTA

Stephanie Wiggins has served as CEO of Southern California's Metrolink commuter rail system since 2018.

Prior Deputy CEO of Metro

Wiggins replaces Phil Washington, who served the agency for six years.

She is expected to assume the role in May.



**FY 2022 FTA Section 5307  
Capital Fund Allocation - 15% and 1%  
BOS Recommendations  
April 20, 2021**

**15% Amount Awarded**

PROJECT PROPOSAL	SPONSOR	AMOUNT REQUESTED	AWARD VALUE
Regional Training	SCR TTC	\$ 330,000	\$ 330,000
Bus Midlife Refurbishment - 900 New Flyer Xcelsior	LA METRO	\$ 126,510,400	\$ 18,273,588
CNG Replacement Buses	Commerce Bus	\$ 2,360,806	\$ 2,121,733
Propane to Electric Buses	LADOT	\$ 2,981,088	\$ 1,356,395
CNG Replacement Buses	GTrans	\$ 5,902,016	\$ 2,685,417
<b>Battery Electric Commuter Coach Replacement</b>	<b>AVTA</b>	<b>\$ 1,576,701</b>	<b>\$ 717,399</b>
Zero-Emission Hydrogen Fuel Cell Buses	Foothill Transit	\$ 5,928,340	\$ 2,578,828
Bus Replacement	Santa Monica BBB	\$ 6,312,000	\$ 2,745,720
Admin., Operating & Maintenance Facility Rehab.	Long Beach Transit	\$ 4,000,000	\$ 1,740,000
Five Battery Electric Buses	Norwalk Transit	\$ 3,673,899	\$ 1,598,146
Battery Electric Buses	Culver CityBus	\$ 4,140,394	\$ 1,676,860
Commuter Bus Replacement	Santa Clarita	\$ 2,632,726	\$ 1,053,090
<b>Total</b>		<b>\$ 166,348,370</b>	<b>\$ 36,877,176</b>
		<i>(Grand total includes SCR TTC)</i>	
Total BOS 15% Capital Discretionary Allocation	\$	36,877,176	
Less SCR TTC Allocation - Second of Three Years	\$	(330,000)	
Balance for Award Distribution	\$	36,547,176	
50% - max receivable by any one agency	\$	18,273,588	

# LACMTA Bus Operator Subcommittee

**Awarded  
\$717,399**

**for Commuter Coach  
Replacement**



# AVTA - Leading the Way



PHOTO CREDIT: LAST FRONTIER AERIAL

## Capital Transit Unveils First All-Electric, Zero-Emission Bus

Juneau residents will begin to see Capital Transit's first battery-electric bus in service and on the road April 14. This is the first electric bus owned and operated by a public transit agency in Alaska.



# Questions?



Thank you



# FY 2021 Monthly Operations Key Performance Indicators

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Presentation to the Board of Directors  
April 27, 2021

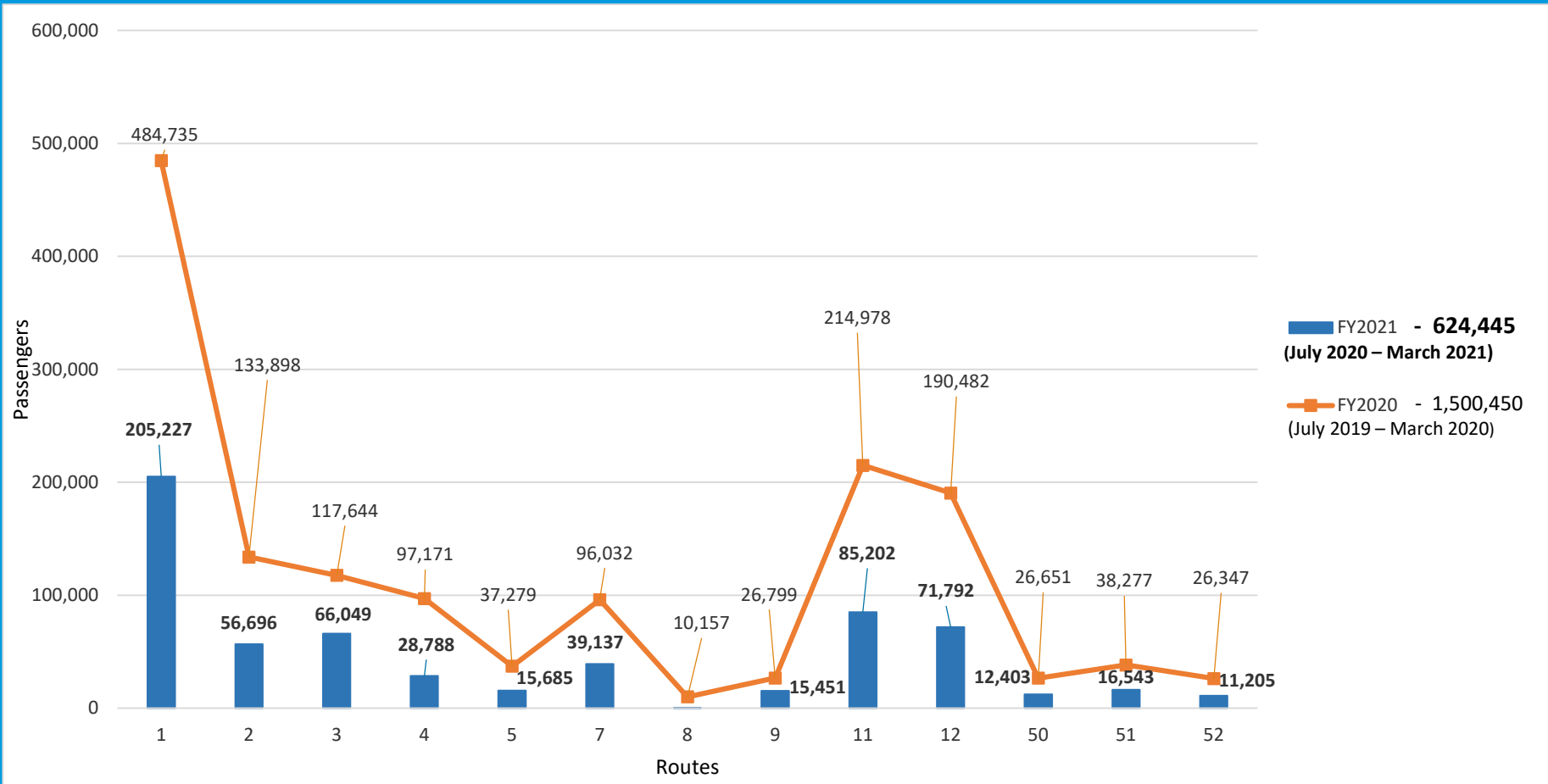


# MONTHLY BOARDING ACTIVITY

	March FY 2021	February FY 2021
System	81,412	70,691
Local	73,871	64,629
Commuter	7,541	6,062

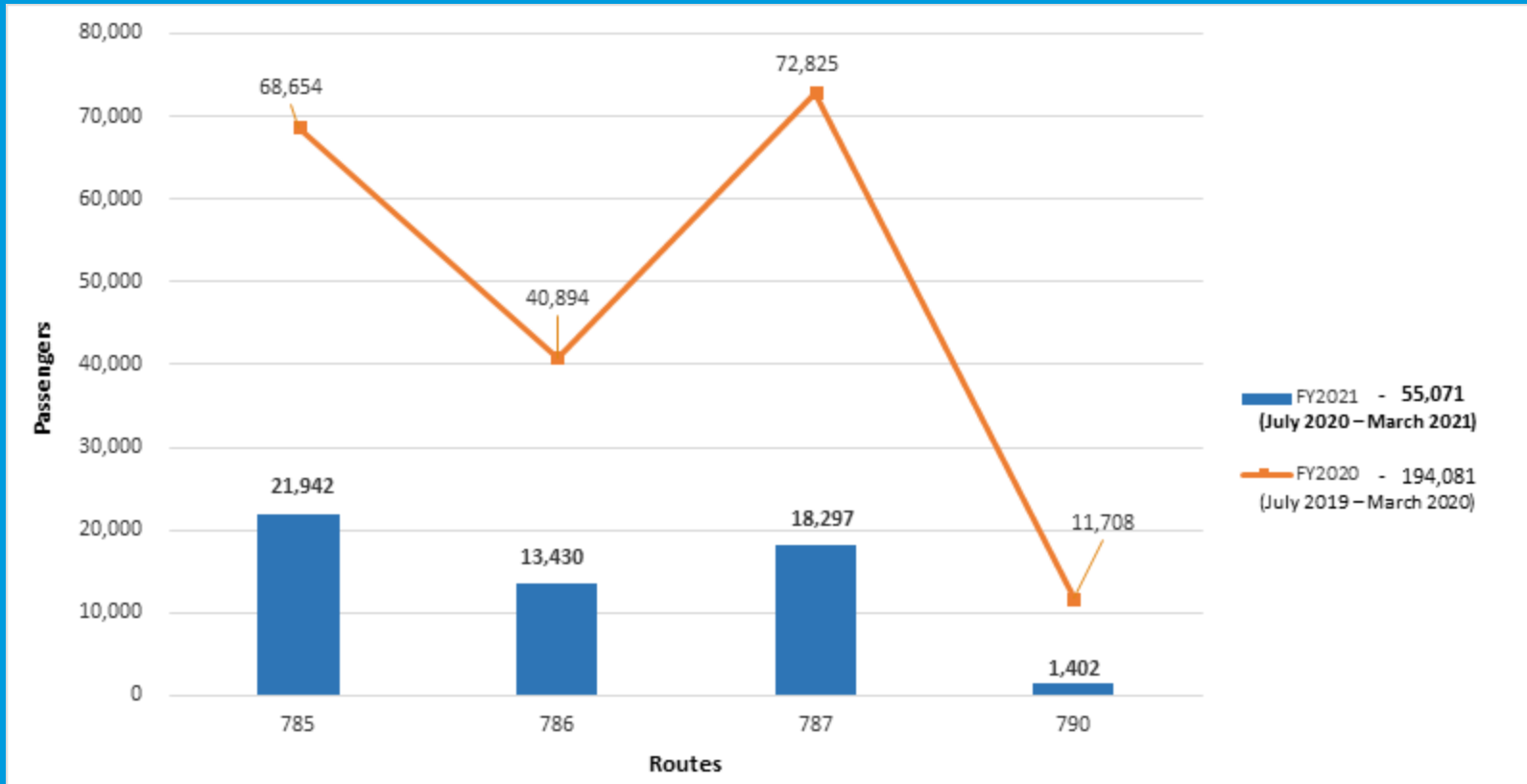


# ANNUAL RIDERSHIP LOCAL ROUTES



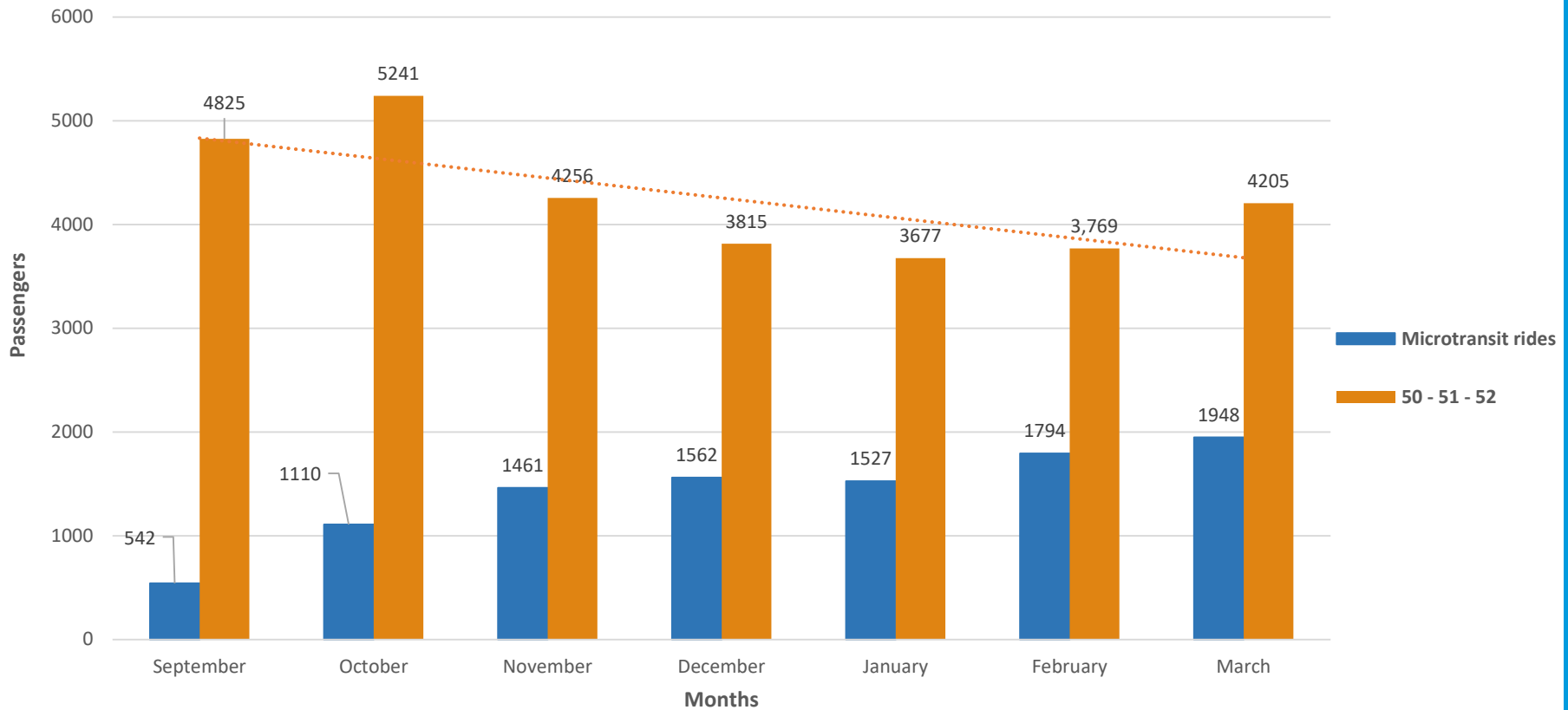


# ANNUAL RIDERSHIP COMMUTER ROUTES



# MICROTRANSIT RIDERSHIP ACTIVITY PILOT PROGRAM

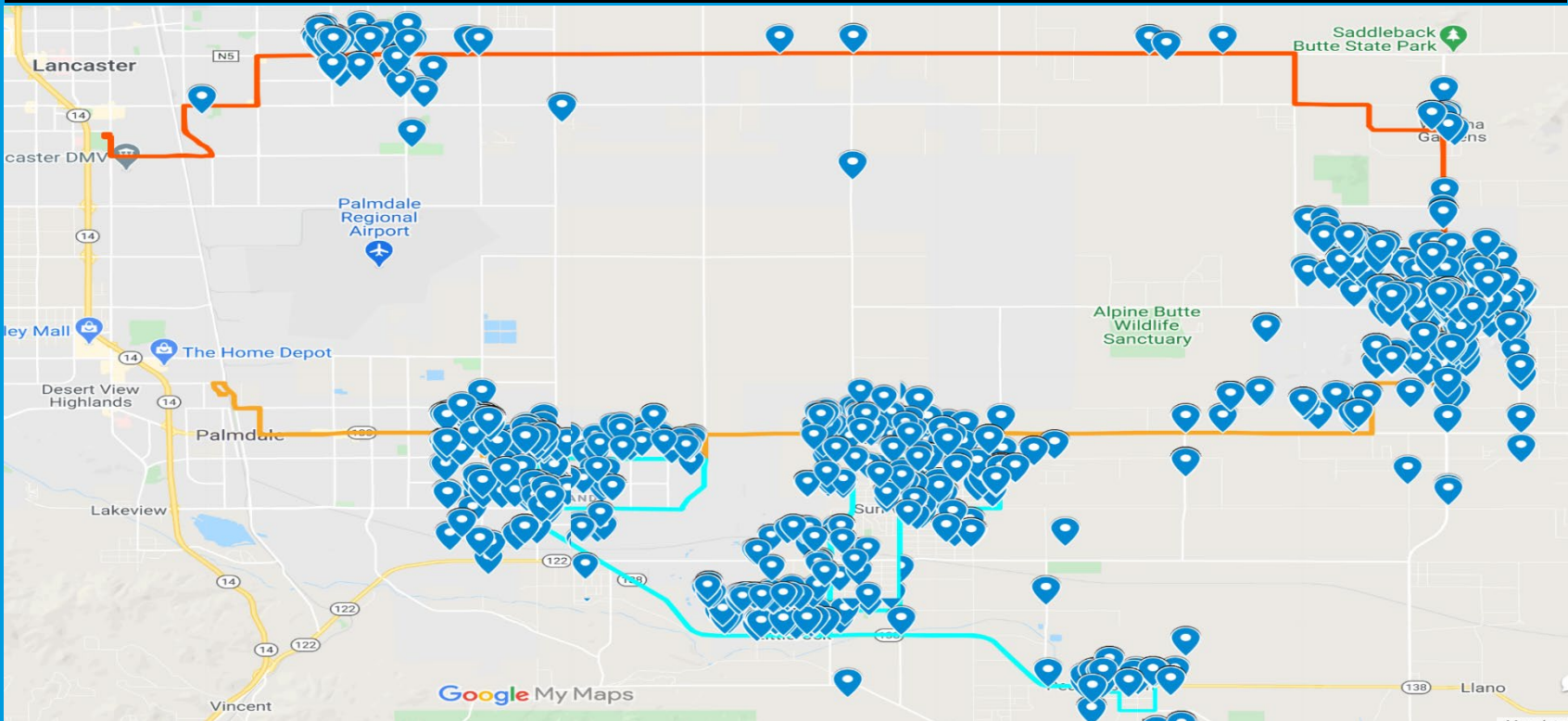
Microtransit vs Routes 50, 51 & 52



# MICROTRANSIT SERVICE AREA RIDERSHIP ACTIVITY PILOT PROGRAM

*On-Request Microtransit Ride Service Passenger Pick Up Location Requests Breakdown*

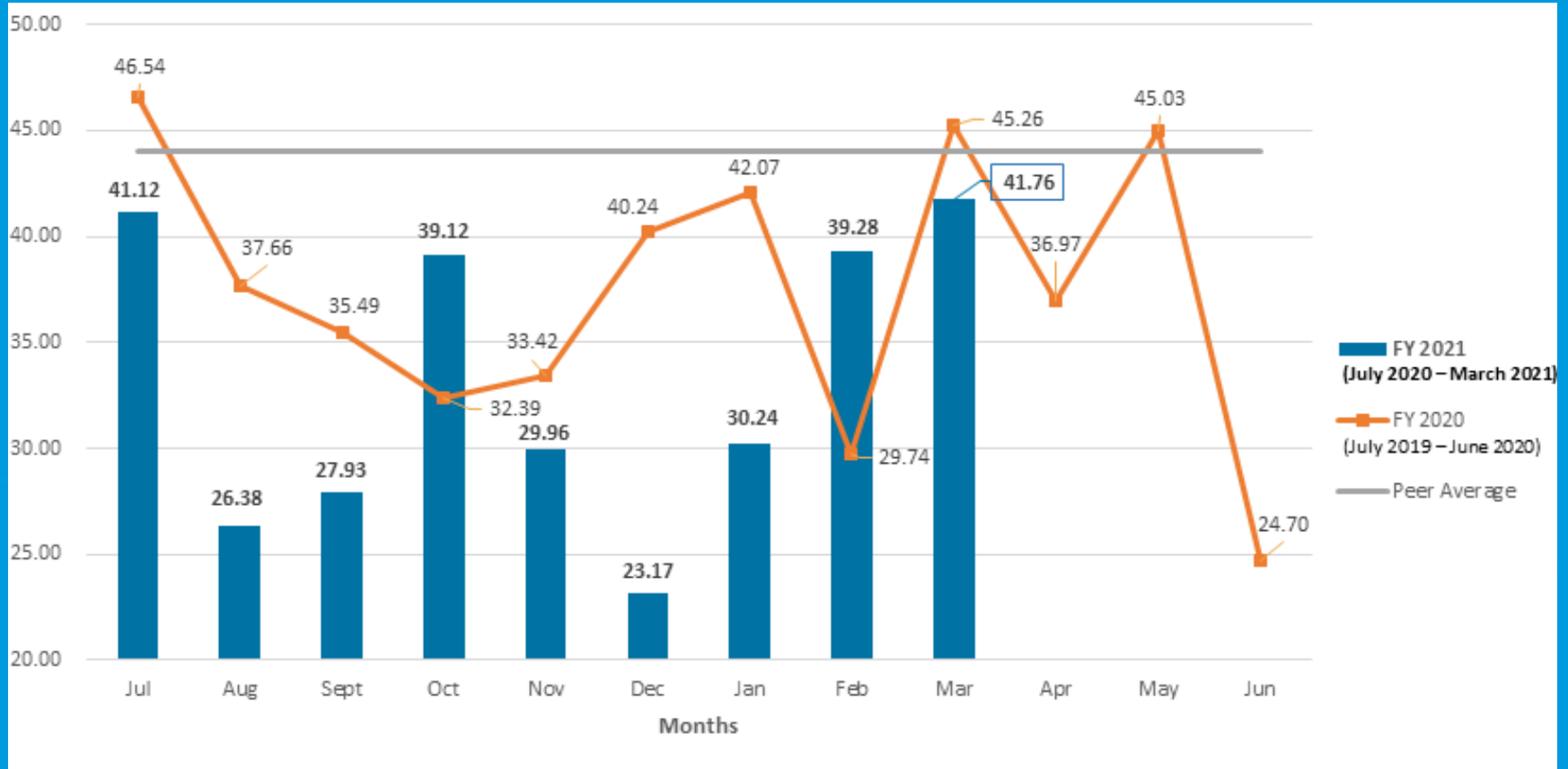
	50 Route Count	51 Route Count	52 Route Count	Total
<b>Count</b>	2247	3285	4136	9668
<b>Percent</b>	23.24%	33.98%	42.78%	100.00%



# COMPLAINTS/100,000 BOARDINGS

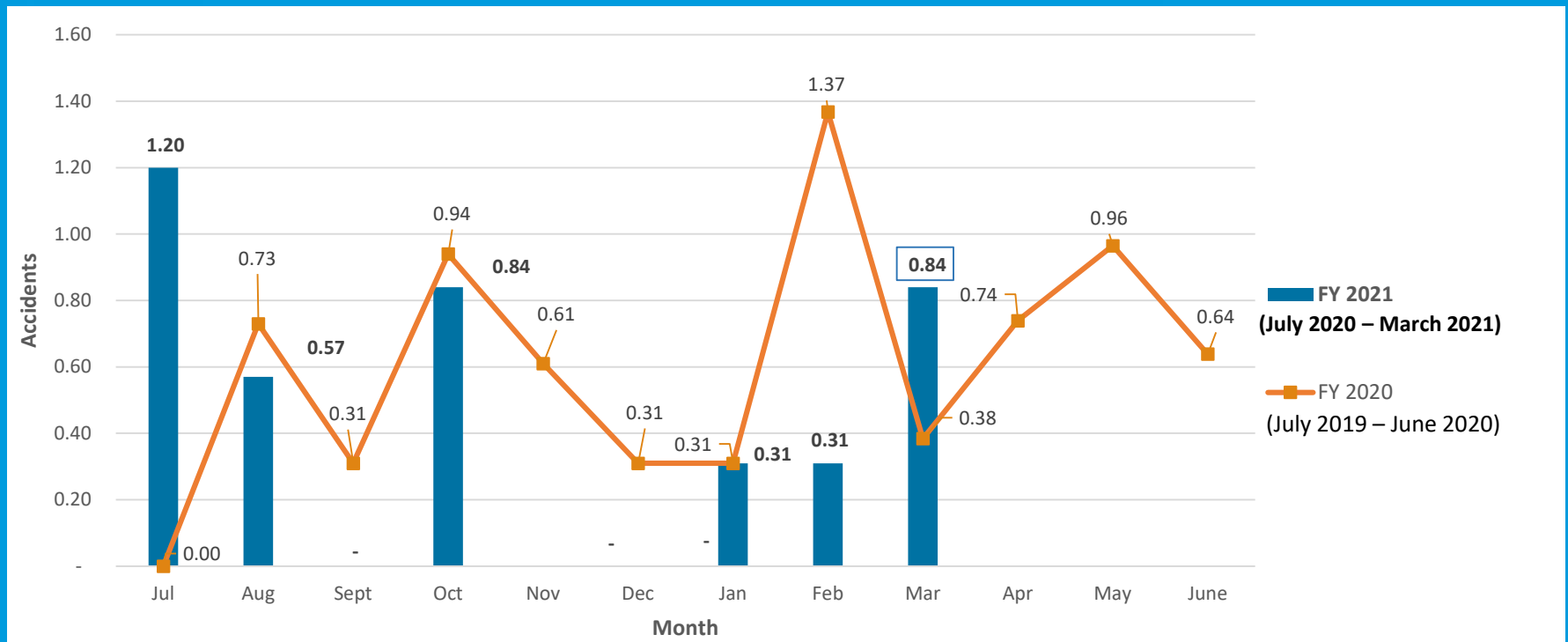
## MARCH - SYSTEM WIDE AVERAGE: 41.76

## PEER AVERAGE: 44.00



# PREVENTABLE ACCIDENTS/100,000 MILES

## MARCH - SYSTEM WIDE AVERAGE: 0.84



# KEY PERFORMANCE INDICATORS

	March FY 2021	February FY 2021	March FY 2020
<b>Boarding Activity</b>	80,547	70,691	123,727
<b>Complaints / 100,000 Boardings</b>	42.21	36.78	45.26
<b>Preventable Accidents / 100,000 Miles</b>	0.84	0.31	0.38

Thank you!

Questions?



# FY 2021 Monthly Maintenance Key Performance Indicators

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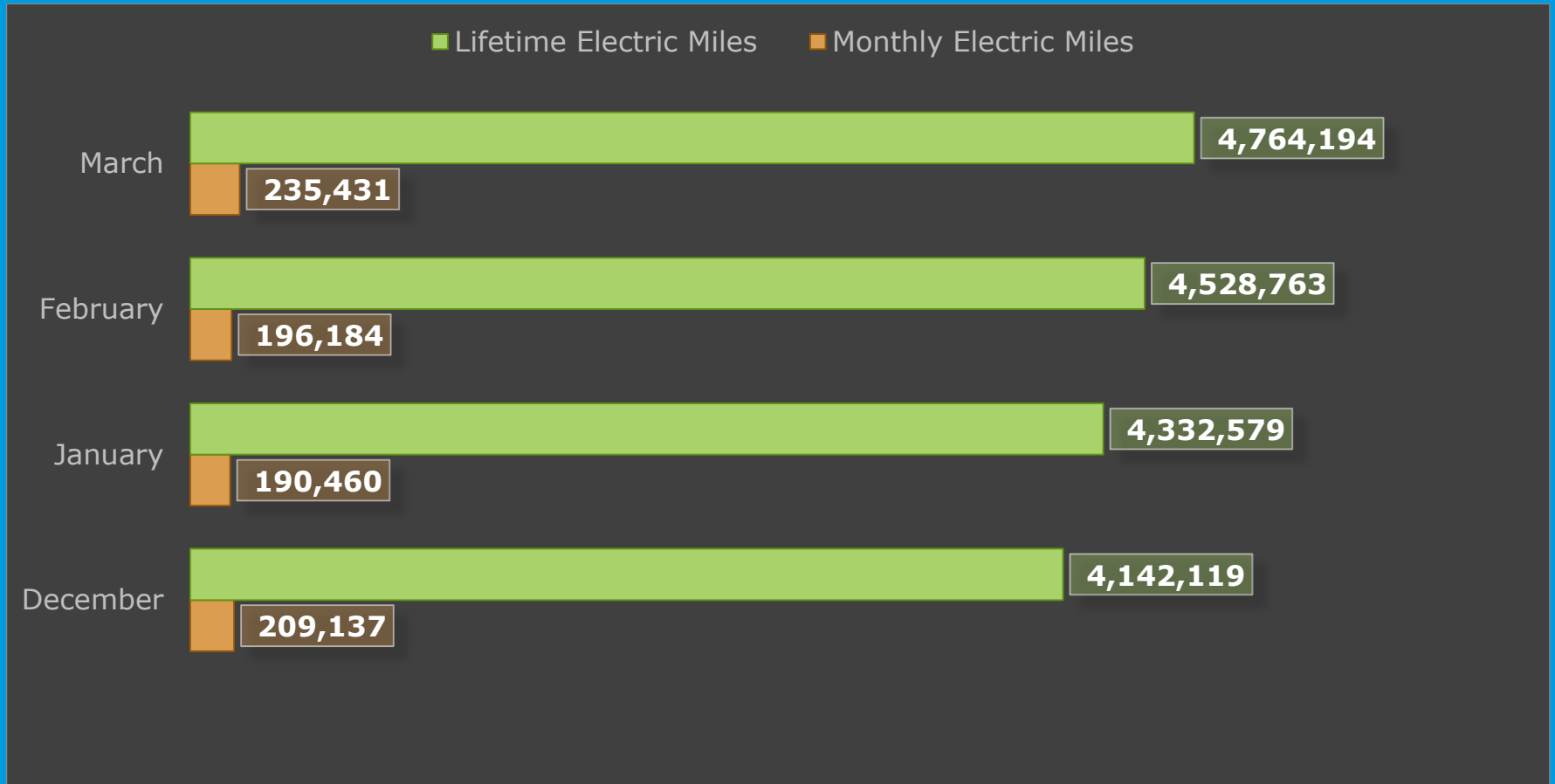
Presentation to the Board of Directors

April 27, 2021

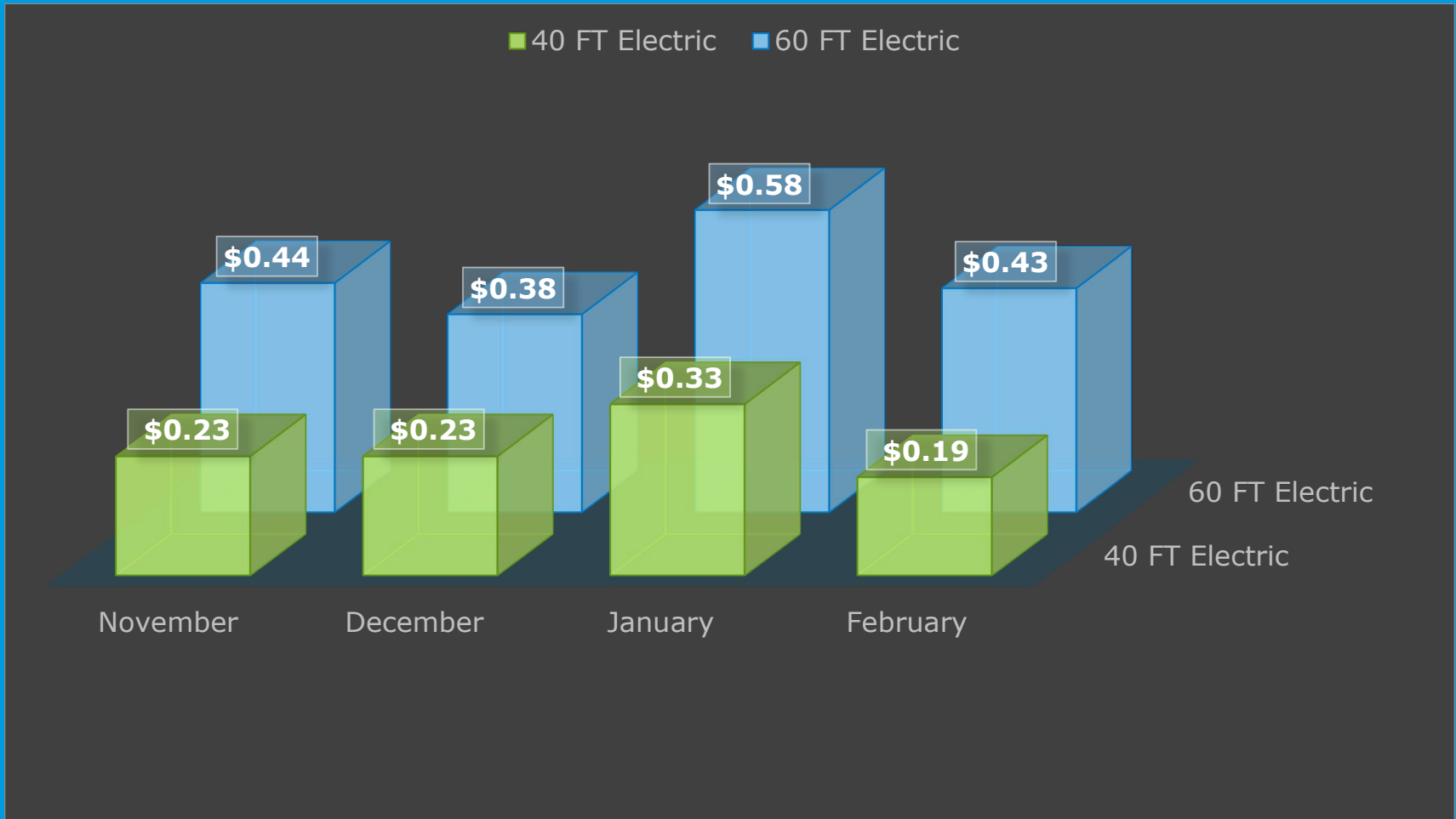




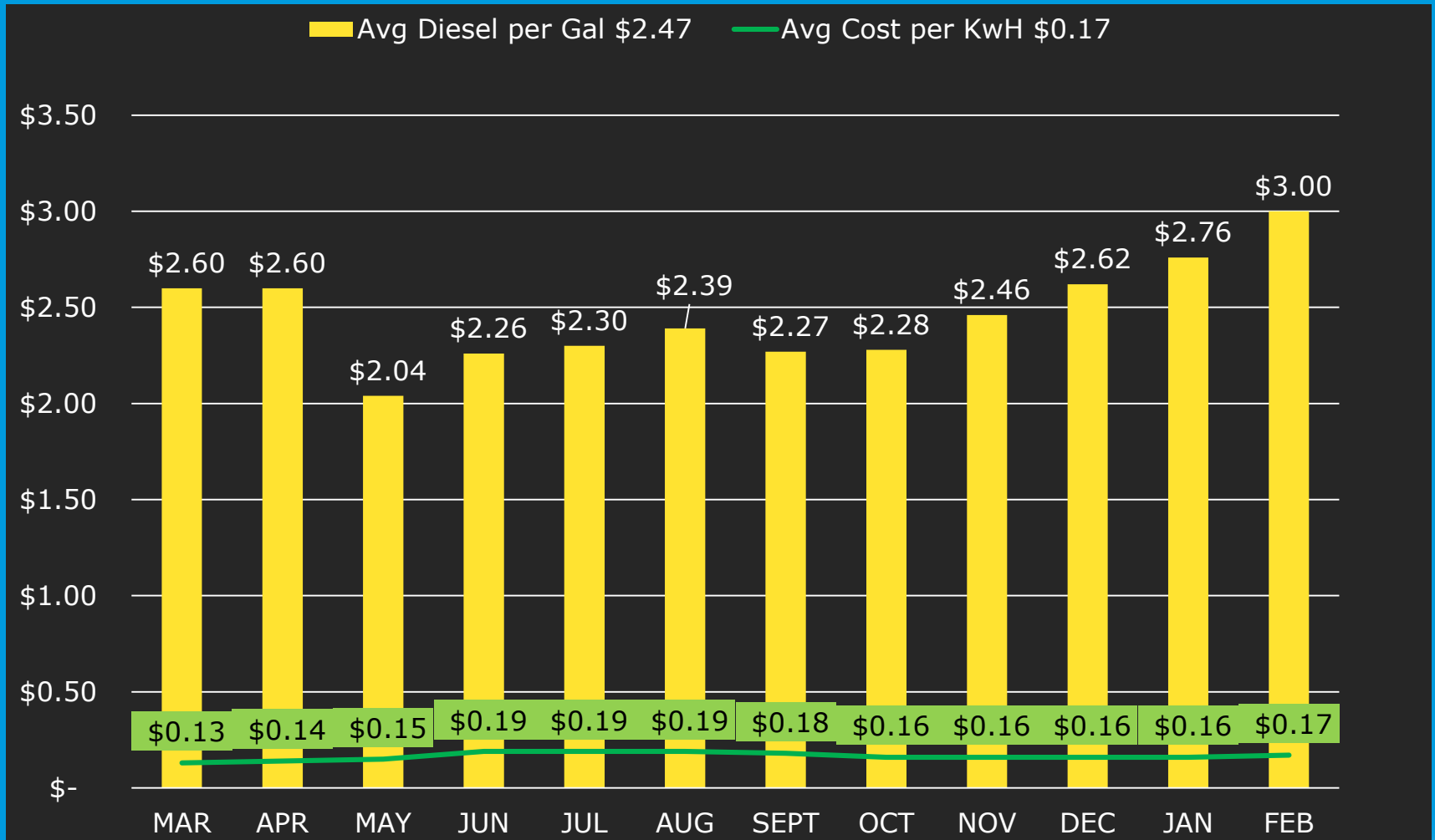
# ELECTRIC MILES TRAVELED



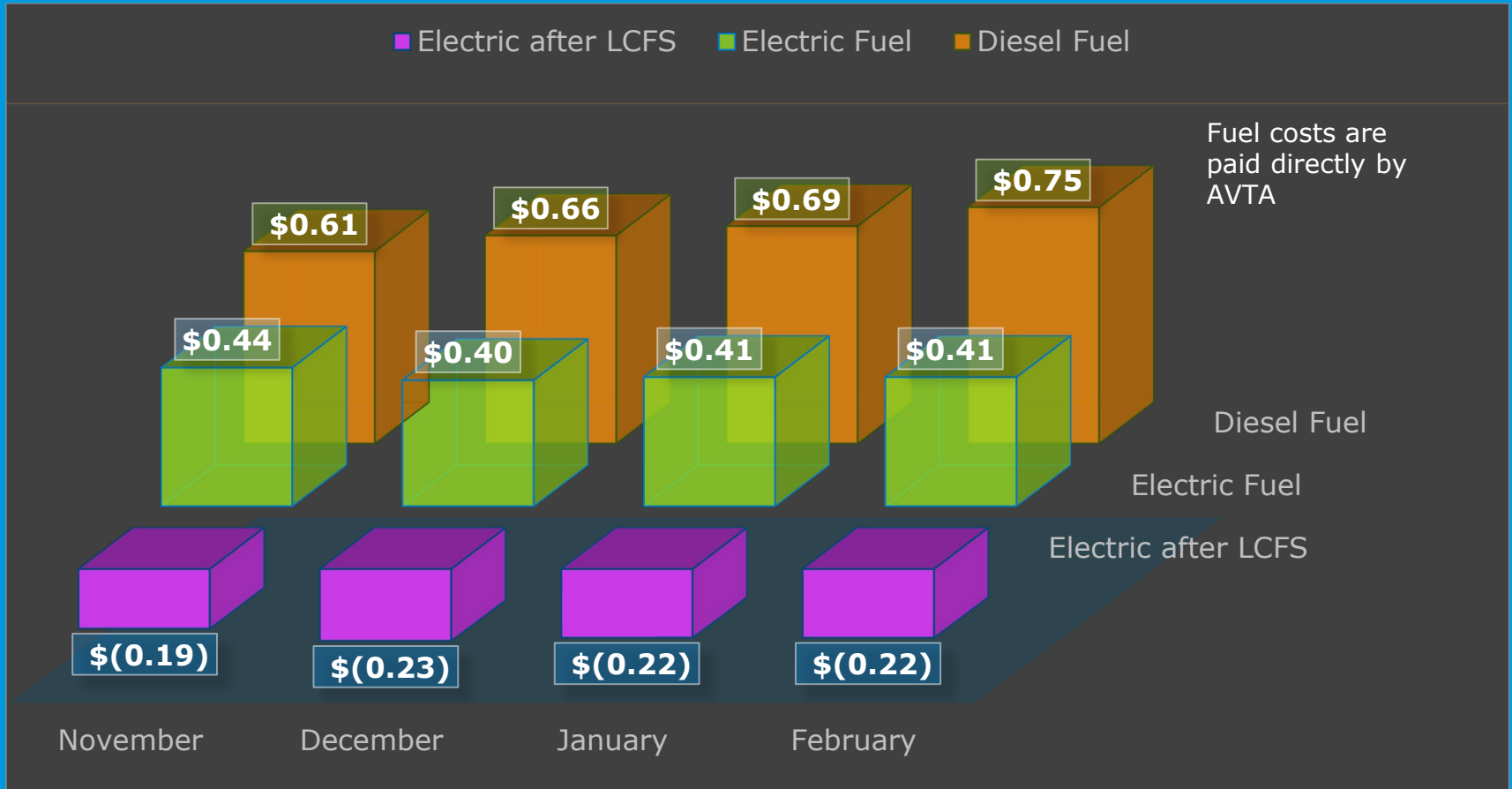
# MAINTENANCE COST PER MILE BY FLEET



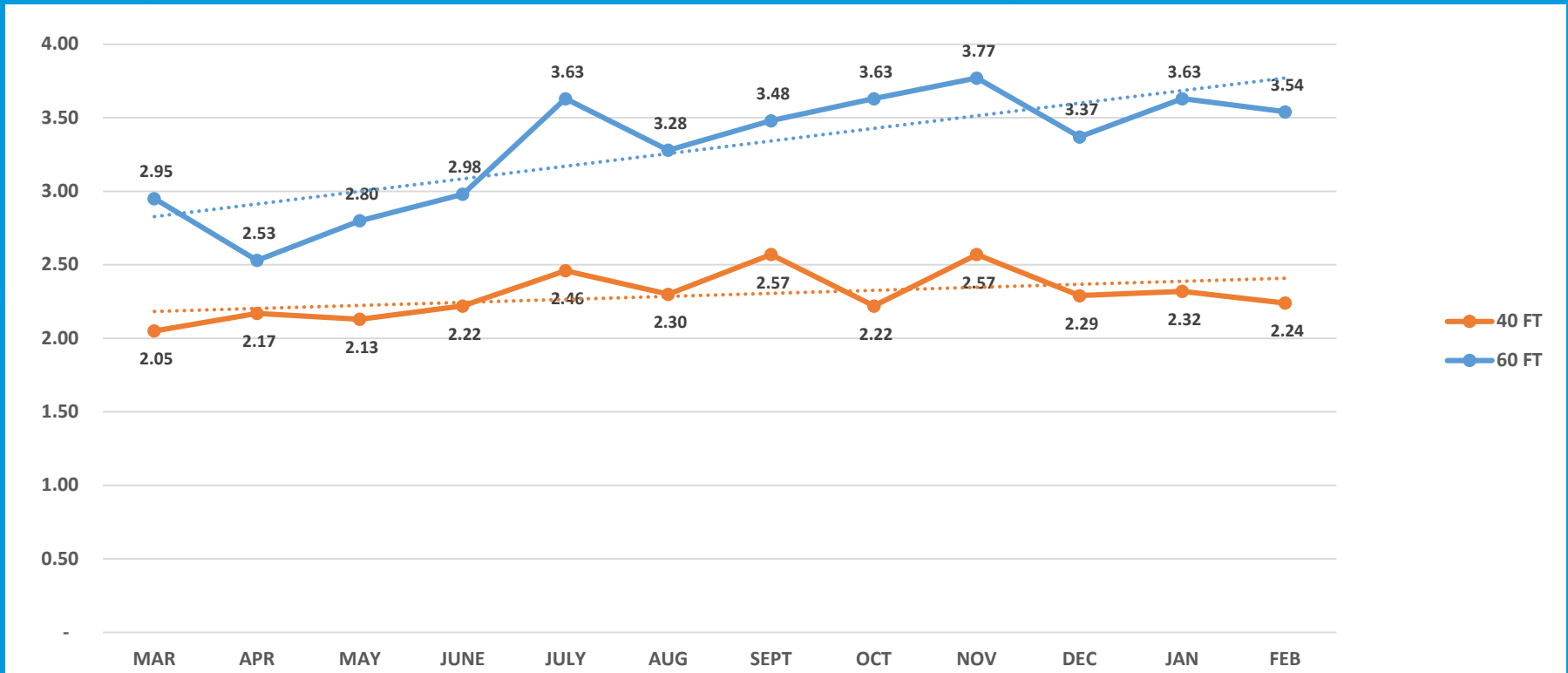
# FUEL/ENERGY COST PRIOR 12 MONTHS



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

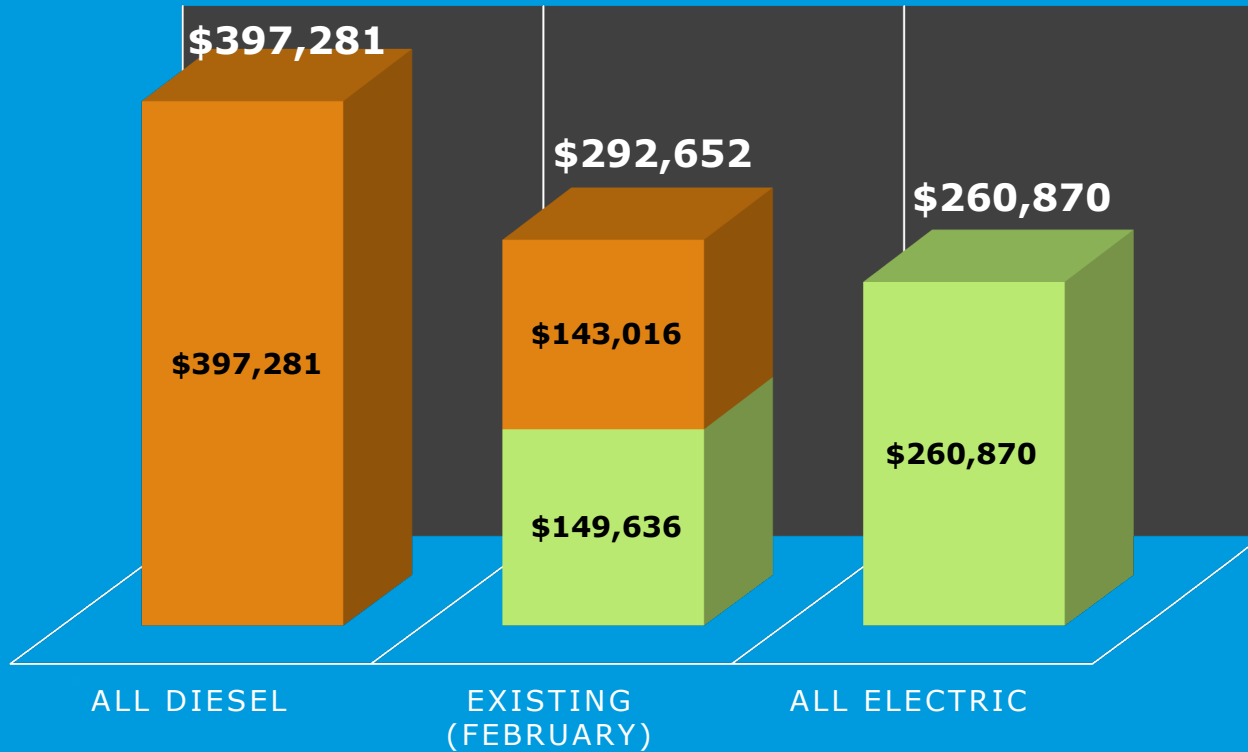


# AVERAGE FUEL CONSUMPTION PER MILE (KWPM)



# TOTAL FUEL & MAINTENANCE COST ASSUMPTIONS

■ Electric ■ Diesel



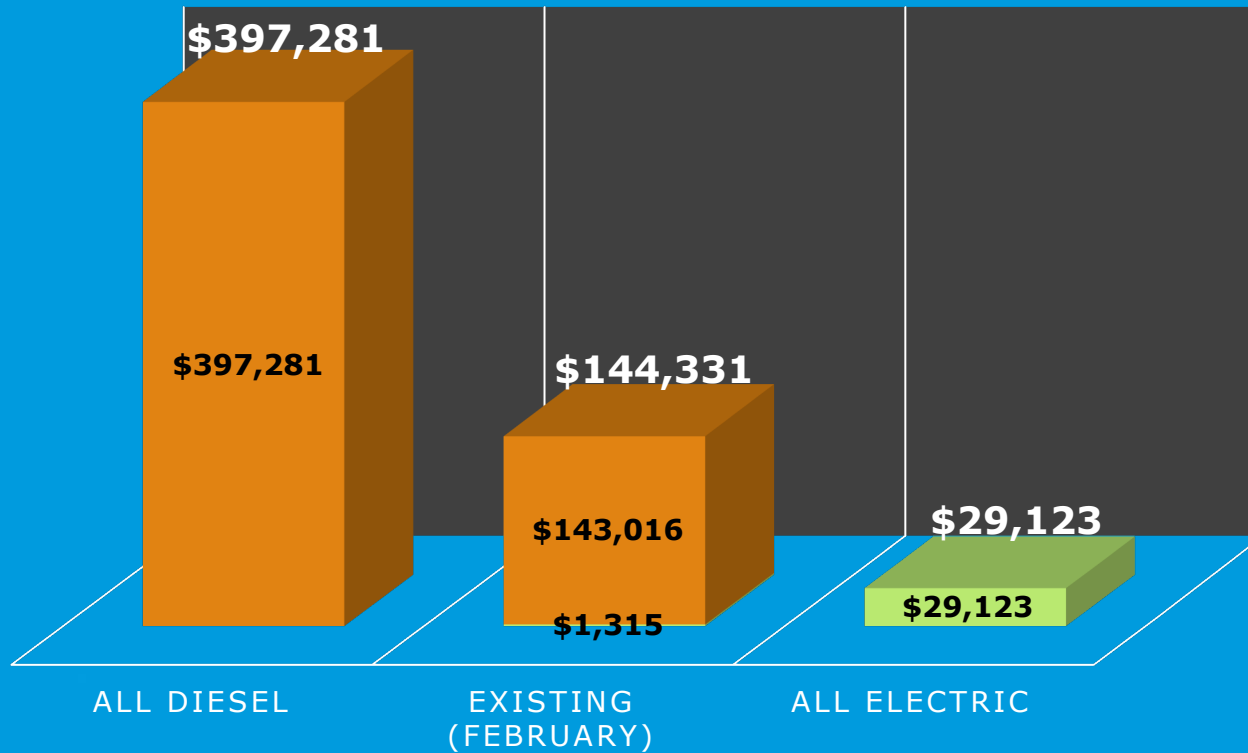
February Fuel and Maintenance Savings \$104,629

Projected Savings \$136,411

AVTA Fuel Only \$80,046

# TOTAL FUEL & MAINTENANCE COST ASSUMPTIONS W/LCFS

■ Electric ■ Diesel



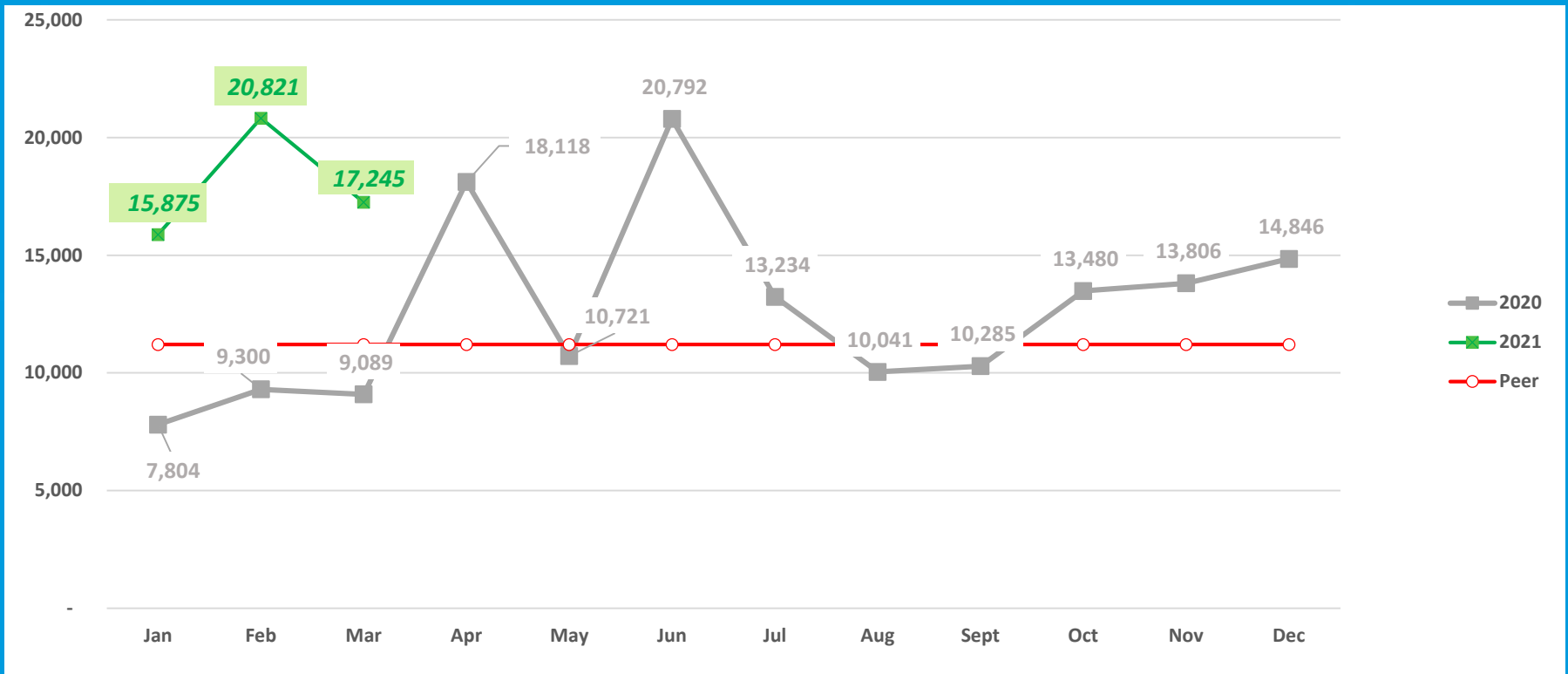
February  
Total  
Fuel and  
Maintenance  
Savings  
\$252,950

AVTA Fuel  
Savings plus  
LCFS  
\$228,367

# AVERAGE MILES BETWEEN SERVICE INTERRUPTIONS

Peer Average: 11,206

Target: 15,500

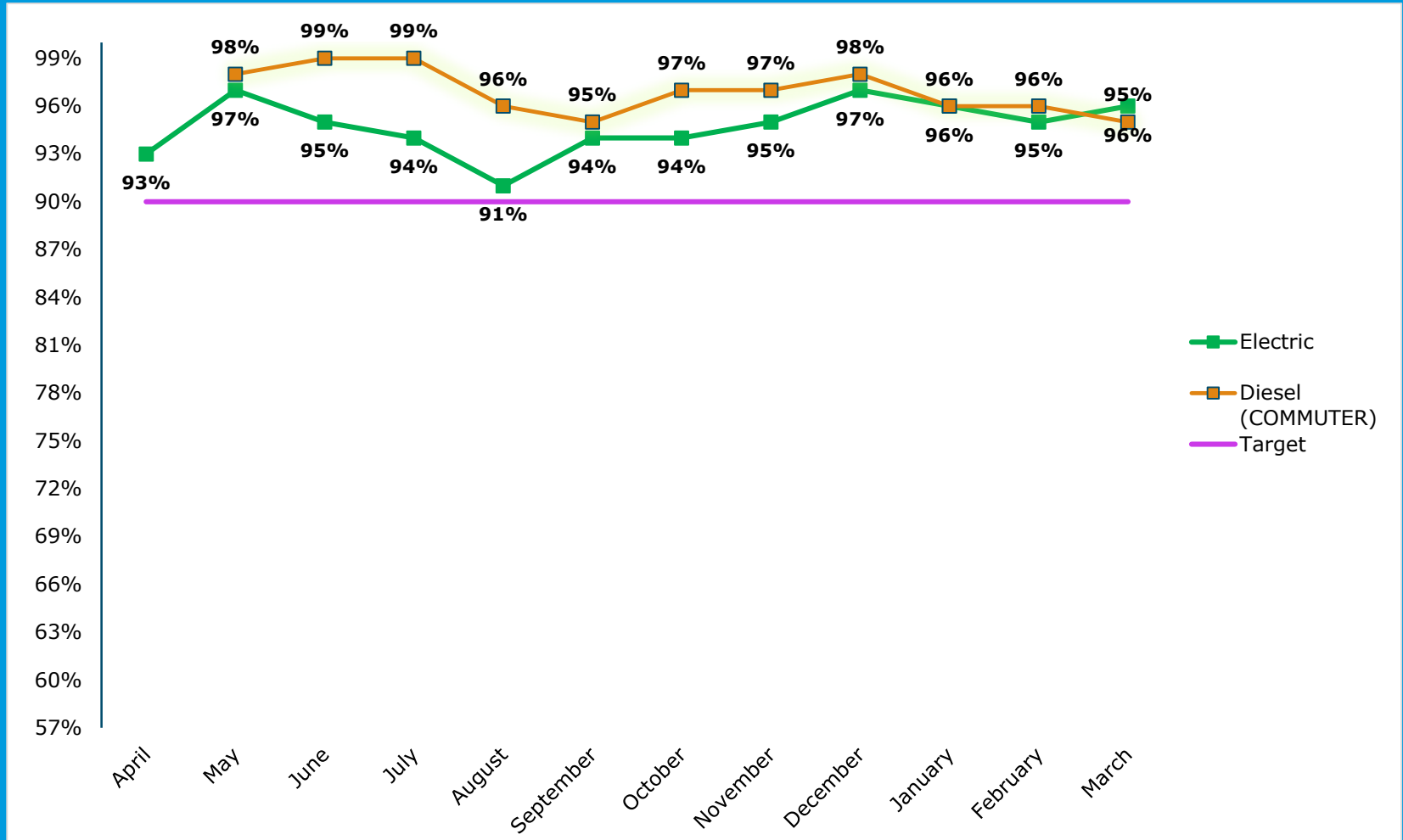




# FLEET AVAILABILITY

Peer Average: 77%

Target 90%



# Discussion/Questions?





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**Regular Meeting of the Board of Directors**

**Tuesday, March 23, 2021**

**10:00 a.m.**

Antelope Valley Transit Authority Community Room  
42210 6<sup>th</sup> 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 Richard Loa, Director Michelle Flanagan, Director Raj Malhi

**APPROVAL OF AGENDA:**

**Motion: Approve the agenda as comprised.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Loa, Malhi,  
Flanagan

Nays: None

Abstain: None

Absent: None

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

Fran Sereseres – Thanked the Board for everything they do for the seniors in the Antelope Valley.

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

**SRP 1 LEGISLATIVE REPORT FOR FEBRUARY**

Chief Financial Officer Judy Vaccaro-Fry presented information regarding transit-related legislation bills, the Heavy Duty Vehicle Incentive Fund, COVID-19 vaccinations for transit workers, FY 2021 Federal Transit Administration direct appropriations, American Rescue Plan Act of 2021 and community-funded projects.

**SRP 2 OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT**

Chief Operating Officer Martin Tompkins presented the report. The Board discussed Transdev's "Stop at All Stops" policy and the operator's notification process when a passenger at a stop declines to board the bus.

**SRP 3 MAINTENANCE KPI REPORT**

Maintenance Compliance Manager Cecil Foust presented the report. The Board discussed the increase in maintenance costs per mile by fleet and Low Carbon Fuel Standard (LCFS) credits.

**SRP 4 ON-REQUEST MICROTRANSIT SERVICE SURVEY RESULTS**

Marketing Manager James Royal presented the results of two passenger experience and satisfaction surveys. The Board briefly discussed the survey results and positive feedback regarding the pilot program.

**SRP 5 TRANSDEV UPDATE – CUSTOMER SERVICE IMPROVEMENT PLAN/PASSENGER PASS-UPS**

Executive Director/CEO Macy Neshati introduced Transdev Interim General Manager Tracy Craghead who presented the report. Mr. Craghead detailed the actions taken to 1) improve communication between management and employees; 2) increase employee engagement; 3) address the driver shortage; and 4) improve customer service training by using an outside vendor. The Board discussed the factors that affect employee vacancies and the efforts Transdev is taking to improve the issue.

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF FEBRUARY 23, 2021**

Approve the Board of Directors Regular Meeting Minutes of February 23, 2021.

**CC 2 FINANCIAL REPORT FOR FEBRUARY 2021**

Receive and file the Financial Report for February 2021.

**CC 3 RATIFY AUTHORIZATION FOR THE EXECUTIVE DIRECTOR/CEO TO EXECUTE CONTRACT #2021-66 FOR THE ACQUISITION OF THE LAND AND STRIP MALL LOCATED AT 40235 170<sup>TH</sup> ST. E., LANCASTER, CA 93591**

Ratify authorization for the Executive Director/CEO to execute Contract #2021-66 for the acquisition of the land and strip mall located at 40235 170<sup>th</sup> St. E., Lancaster, CA 93591 for an amount not to exceed \$520,000.

Addressing the Board on this item

Fran Sereseres – Stated she is pleased that a charging station will be added in east Lancaster.

**Motion: Approve the Consent Calendar.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Loa, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

**NEW BUSINESS (NB):**

**NB 1 CONTRACT #2021-50 TO VINSA, INC., FOR INSURANCE BROKER OF RECORD**

Procurement and Contracts Officer Lyle Block presented the staff report.

**Motion: Authorize the Executive Director/CEO to execute Contract #2021-50 for the Insurance Broker of Record to Vinsa, Inc. dba Insurance Associates, Lancaster, CA.**

Moved by Vice Chair Knippel, seconded by Director Hofbauer

Chairman Crist suggested giving the Executive Director/CEO the authority to sign the Broker of Record renewal letters for insurance purposes. The Board Members concurred with his suggestion. General Counsel Allison Burns replied to amend the motion to include the request.

**Amended Motion: Authorize the Executive Director/CEO to execute Contract #2021-50 for the Insurance Broker of Record to Vinsa, Inc. dba Insurance Associates, Lancaster, CA and authorize the Executive Director/CEO to sign the Broker of Record renewal letters for insurance purposes.**

Moved by Vice Chair Knippel, seconded by Director Hofbauer

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Loa, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

**NB 2 AMENDMENT NO. 2 TO CONTRACT #2016-31 WITH BYD COACH & MOTORS, INC., FOR THE PURCHASE OF FOUR (4) K11M 60-FOOT BATTERY-ELECTRIC BUSES**

Executive Director/CEO Macy Neshati read staff's recommendation for the record.

**Motion: Authorize the Executive Director/CEO to execute Amendment No. 2 to Contract #2016-31 with BYD Coach & Motors, Inc. (BYD), for the purchase of four (4) K11M 60-foot battery-electric buses for an amount not to exceed \$4,240,000, plus applicable sales tax.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Loa, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

**REPORTS AND ANNOUNCEMENTS (RA):**

**RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO**

Mr. Neshati provided an update regarding the land expansion acquisition, 170<sup>th</sup> St. E. charging station and breakroom project, commuter coach procurement and bus service for COVID-19 vaccinations.

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

The Board discussed the ridership on the bus service for the COVID-19 vaccination sites. Chairman Crist added that the Lancaster Soccer Center will be a vaccination site and requested Mr. Neshati to direct service to that location. The Board thanked staff for their hard work.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 11:00 a.m. to the Regular Meeting of the Board of Directors on April 27, 2021 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 27<sup>th</sup> day of APRIL 2021

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Marvin Crist, Chairman of the Board

ATTEST:

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Karen S. Darr, Clerk of the Board

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



**DATE: April 27, 2021**

**TO: BOARD OF DIRECTORS**

**SUBJECT: Financial Report for March 2021**

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#### **RECOMMENDATION**

That the Board of Directors receive and file the Financial Report for March 2021.

#### **FISCAL IMPACT**

	<b>March</b>
PAYROLL	\$326,328
CASH DISBURSEMENTS	\$2,785,431

Note: Check #27805 was manually voided due to misprint.

#### **BACKGROUND**

To comply with the provisions required by Sections 37202, 37208 and 6505.5 of the Government Code, the Chief Financial Officer 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:

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Judy Vaccaro-Fry  
Chief Financial Officer

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Macy Neshati  
Executive Director/CEO





**DATE:** April 27, 2021

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Fiscal Year 2020/2021 (FY 2021) Third Quarter Los Angeles County Sheriff's Department Report (January 1 – March 31, 2021)

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## **RECOMMENDATION**

That the Board of Directors receive and file the FY 2021 Third Quarter Los Angeles County Sheriff's Department Report for the period covering January 1 – March 31, 2021.

## **FISCAL IMPACT**

No fiscal impact at this time.

## **DISCUSSION**

Deputy Maselli and his K-9 partner Doc worked a total of 490 hours during the third quarter of FY 2021.

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 February 12, Deputy Maselli responded to 855 W. Avenue K, Lancaster “Starbucks” regarding a Robbery/Person with a Gun. Suspect boarded AVTA bus 40866. Suspect was arrested by Lancaster Sheriff’s deputies for Robbery, Strong-Arm, Store/Business.

On March 10, Deputy Maselli responded to 42210 6th St West (AVTA Building) regarding a hit and run call that occurred in front of the location. Subject was arrested and cited by Lancaster Sheriff deputies for 14601.2(a) CVC Driver’s License Suspended-DUI, 23247(e) Interlock Ignition Device Required, 16028(a) CVC No Proof of Insurance, 20002 CVC Hit and Run. Subject’s vehicle was impounded and held for thirty (30) days.

The following is a list of misdemeanors, infractions and arrest warrants included on citations issued from January 1 – March 31, 2021. All citations were issued at transit centers or at bus stops in the AVTA service area.

Citations	Jan 21	Feb 21	Mar 21
Suspended or Unlicensed Driver	0	0	0
Expired Registration	0	0	0
Registration Not in Vehicle	0	0	0
No Proof of Insurance	0	0	0
Drinking in Public ( Bus Stops)	0	0	0
Failure to Have Both License Plates on Vehicle	0	0	0
Failure to Obey Posted Signs at Transit Centers	0	0	0
Impounded Vehicle	0	0	0
Outstanding Warrant Arrest	0	0	0
Driver License Not in Possession	0	0	0
Using Cell Phone/Texting While Operating Vehicle	0	0	0
Defective Front Windshield	0	0	0
Unlawful Parking (Handicapped)	0	0	0
Non-Aggravated Assault Arrest	0	0	0

During the month of January, Deputy Maselli warned and advised several persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at OMP and PTC.

During the month of February, Deputy Maselli warned and advised several persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at OMP and PTC.

During the month of March, Deputy Maselli warned and advised several persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at OMP and PTC.

Prepared by:

Submitted by:

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Kelly Miller  
DBE/EEO Compliance Officer

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Macy Neshati  
Executive Director/CEO



**DATE:** April 27, 2021

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Resolution No. 2021-003, Authorizing the Executive Director/CEO to Execute all Required Documents for the Volkswagen Environmental Mitigation Trust Funds Grant Program for Fiscal Year 2021/2022 (FY 2022)

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**RECOMMENDATION**

That the Board of Directors adopt Resolution No. 2021-003, a Resolution authorizing the Executive Director/CEO to execute all required documents for the Volkswagen Environmental Mitigation Trust Funds grant program.

**FISCAL IMPACT**

Adopting Resolution No. 2021-003 would authorize the Executive Director/CEO to sign, on behalf of AVTA and the Board of Directors, all required documents as it relates to the Volkswagen Environmental Mitigation Trust Funds grant program.

**BACKGROUND**

The AVTA Board is required to adopt Resolution No. 2021-003 in order to receive any Volkswagen Environmental Mitigation grant funds in FY 2022. 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:

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Judy Vaccaro-Fry  
Chief Financial Officer

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Macy Neshati  
Executive Director/CEO

Attachment: A – Resolution No. 2021-003

**RESOLUTION NO. 2021-003**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR/CEO TO EXECUTE ALL REQUIRED DOCUMENTS REQUIRED BY THE VOLKSWAGON MITIGATION TRUST FUND FOR AVTA'S COMMUTER COACH REPLACEMENT PROJECT.**

WHEREAS, the Secretary of Transportation is authorized to make grants for mass transportation projects; and

WHEREAS, all contracts for financial assistance will impose certain obligations upon the applicant, including the provision by the contract of the project(s)' local share costs.

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 on behalf of the AVTA with the Volkswagen Environmental Mitigation Trust Funds, to aid in the financing of Antelope Valley Transit Authority's (AVTA) Commuter Coach Replacement project.
2. That the Executive Director/CEO is authorized to execute and file with such applications an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of the proposed projects.
3. That the Executive Director/CEO is designated to furnish such additional information as the U.S. Department of Transportation may require in connection with all applications.
4. Macy Neshati, AVTA Executive Director/CEO, is hereby authorized to execute all grant applications on behalf of the Authority.

PASSED, APPROVED, AND ADOPTED this 27th day of April 2021, by the following  
vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Marvin Crist, Chairman of the Board  
Antelope Valley Transit Authority

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Karen S. Darr, Clerk of the Board

\_\_\_\_\_  
Allison E. Burns, General Counsel



**DATE:** April 27, 2021

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Destruction of AVTA Records per Records Retention Policy

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### **RECOMMENDATION**

That the Board of Directors, in accordance with AVTA's Record Retention policy, authorize the destruction of the on-site records (paper, electronic, audio, photographic, etc.) detailed on the attached Records Destruction list (Attachment A).

### **FISCAL IMPACT**

Costs associated with a secure destruction of documents is less than \$150.

### **BACKGROUND**

The Board of Directors adopted AVTA's Records Retention Policy and Retention Schedule in March 2004, with subsequent revisions approved on June 26, 2012 and February 24, 2015. AVTA's records management technicians have the responsibility for the ongoing process of coordinating the identification of records within the various departments to determine which records have met the required retention for destruction.

After Board approval is obtained, the records department will supervise the destruction of the records on the attached list. Certification of destruction and a final list of documents that were destroyed will be maintained in a permanent file.

Prepared by:

Submitted by:

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Judy Vaccaro-Fry  
Chief Financial Officer

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Macy Neshati  
Executive Director/CEO

Attachment: A – Records Destruction List

File Number	File Name	Description	Time Period	Retention Year	Responsible Party	Approval - Signature
0290-10	INSPECTIONS - WEEK 01		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 02		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 03		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 04		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 05		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 06		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 07		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 08		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 09		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 10		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 11		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 12		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 13		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 14		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 15		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 16		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 17		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 18		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 19		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 20		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 21		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 22		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 23		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 24		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 25		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 26		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 27		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 28		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 29		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 30		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 31		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 32		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 33		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 34		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 35		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 36		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 37		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 38		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 39		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 40		CY 2013	2020.00	Sean Elmore	



0290-10	INSPECTIONS - WEEK 41		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 42		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 43		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 44		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 45		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 46		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 47		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 48		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 49		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 50		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 51		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 52		CY 2013	2020.00	Sean Elmore	
0610-10	50th DISTRICT AGRICULTURAL ASS	HOME SHOW 2011	FROM 03/17/2011 THRU 03/20/2011	2016.00	Lyle Block	
0610-10	ACCESS SERVICES	CONFIDENTIALITY & DISCLOSURE AGREEMENT	FROM 03/13/2006 THRU 03/12/2011	2016.00	Lyle Block	Lyle Block
0610-10	ACCESS SERVICES ("ASI")	PARATRANSIT SERVICE; INTERAGENCY SERVICE	FROM 11/01/2008 THRU ____		Lyle Block	Lyle Block
0610-10	ADCAMP	AV COLLEGE ADVERTISING	FROM 08/15/2011 THRU 08/14/2012	2017.00	Lyle Block	Lyle Block
0610-10	ADCAMP	AV COLLEGE ADVERTISING	FROM 08/09/2012 THRU 08/08/2013	2018.00	Lyle Block	Lyle Block
0610-10	ADCAMP	ADVERTISING - AV COLLEGE	FROM 07/01/2013 THRU 06/30/2014	2019.00	Lyle Block	Lyle Block
0610-10	ADCAMP	AV COLLEGE ADVERTISING	FROM 07/01/2014 THRU 06/30/2015	2020.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	ADVERTISING	FROM 06/02/2014 THRU 06/28/2014	2019.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	NORTH COUNTY TRANSPORTER	FROM 10/01/2012 THRU 10/29/2012	2017	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	AV FAIR SHUTTLE SERVICE	FROM 08/13/2012 THRU 08/26/2012	2017.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	N COUNTY TRANSPORTER SERVICE	FROM 07/09/2012 THRU 08/10/2012	2017.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	NORTH COUNTY TRANSPORTER	FROM 08/13/2012 THRU 08/31/2012	2017.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	COMMERCIAL SPOTS	FROM 01/01/2013 THRU 06/30/2013	2018.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	RADIO ADVERTISING	FROM 07/01/2013 THRU 12/31/2013	2018.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	RADIO ADVERTISING	FROM 06/30/2014 THRU 04/25/2015	2020.00	Lyle Block	Lyle Block
0610-10	AMERICAN TOWER	LICENSE AGREEMENT	FROM 02/17/2005 THRU 06/14/2011	2016	Lyle Block	Lyle Block
0610-10	AMERICAN BUSINESS MACHINES	SERVICE AGMT, CANON COPIER 3170 #KNE00090	FROM 09/08/2005 THRU 12/31/2014	2019.00	Lyle Block	Lyle Block
0610-10	AMERICAN BUSINESS MACHINES	IRC3200 COPIER	FROM 07/18/2006 THRU 05/13/2015	2020.00	Lyle Block	Lyle Block
0610-10	ADT SECURITY SERVICES		FROM 08/31/2004 THRU 08/31/2010	2015.00	Lyle Block	Lyle Block
0610-10	ANTELOPE VALLEY FREE CLASSIFI	TRANSPORTER ADVERTISING	04/01/2013 THRU 06/30/2013	2018.00	Lyle Block	Lyle Block
0610-10	ANTELOPE VALLEY FREE CLASSIFI	AV FAIR 2013 ADVERTISING	FROM 07/16/2013 THRU 08/30/2013	2018.00	Lyle Block	Lyle Block

0290-10	INSPECTIONS - WEEK 41		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 42		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 43		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 44		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 45		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 46		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 47		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 48		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 49		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 50		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 51		CY 2013	2020.00	Sean Elmore	
0290-10	INSPECTIONS - WEEK 52		CY 2013	2020.00	Sean Elmore	
0610-10	50th DISTRICT AGRICULTURAL ASS	HOME SHOW 2011	FROM 03/17/2011 THRU 03/20/2011	2016.00	Lyle Block	Lyle Block
0610-10	ACCESS SERVICES	CONFIDENTIALITY & DISCLOSURE AGREEMENT	FROM 03/13/2006 THRU 03/12/2011	2016.00	Lyle Block	Lyle Block
0610-10	ACCESS SERVICES ("ASI")	PARATRANSIT SERVICE; INTERAGENCY SER	FROM 11/01/2008 THRU ____		Lyle Block	Lyle Block
0610-10	ADCAMP	AV COLLEGE ADVERTISING	FROM 08/15/2011 THRU 08/14/2012	2017.00	Lyle Block	Lyle Block
0610-10	ADCAMP	AV COLLEGE ADVERTISING	FROM 08/09/2012 THRU 08/08/2013	2018.00	Lyle Block	Lyle Block
0610-10	ADCAMP	ADVERTISING - AV COLLEGE	FROM 07/01/2013 THRU 06/30/2014	2019.00	Lyle Block	Lyle Block
0610-10	ADCAMP	AV COLLEGE ADVERTISING	FROM 07/01/2014 THRU 06/30/2015	2020.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	ADVERTISING	FROM 06/02/2014 THRU 06/28/2014	2019.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	NORTH COUNTY TRANSPORTER	FROM 10/01/2012 THRU 10/29/2012	2017	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	AV FAIR SHUTTLE SERVICE	FROM 08/13/2012 THRU 08/26/2012	2017.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	N COUNTY TRANSPORTER SERVICE	FROM 07/09/2012 THRU 08/10/2012	2017.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	NORTH COUNTY TRANSPORTER	FROM 08/13/2012 THRU 08/31/2012	2017.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	COMMERCIAL SPOTS	FROM 01/01/2013 THRU 06/30/2013	2018.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	RADIO ADVERTISING	FROM 07/01/2013 THRU 12/31/2013	2018.00	Lyle Block	Lyle Block
0610-10	ADELMAN BROADCASTING	RADIO ADVERTISING	FROM 06/30/2014 THRU 04/25/2015	2020.00	Lyle Block	Lyle Block
0610-10	AMERICAN TOWER	LICENSE AGREEMENT	FROM 02/17/2005 THRU 06/14/2011	2016	Lyle Block	Lyle Block
0610-10	AMERICAN BUSINESS MACHINES	SERVICE AGMT, CANON COPIER 3170 #KNE00090	FROM 09/08/2005 THRU 12/31/2014	2019.00	Lyle Block	Lyle Block
0610-10	AMERICAN BUSINESS MACHINES	IRC3200 COPIER	FROM 07/18/2006 THRU 05/13/2015	2020.00	Lyle Block	Lyle Block
0610-10	ADT SECURITY SERVICES		FROM 08/31/2004 THRU 08/31/2010	2015.00	Lyle Block	Lyle Block
0610-10	ANTELOPE VALLEY FREE CLASSIFI	TRANSPORTER ADVERTISING	04/01/2013 THRU 06/30/2013	2018.00	Lyle Block	Lyle Block
0610-10	ANTELOPE VALLEY FREE CLASSIFI	AV FAIR 2013 ADVERTISING	FROM 07/16/2013 THRU 08/30/2013	2018.00	Lyle Block	Lyle Block

0610-10	ANTELOPE VALLEY FREE CLASSIFI	STUFF A BUS	FROM 11/01/2013 THRU 12/31/2013	2018.00	Lyle Block	Lyle Block	
0610-10	ANTELOPE VALLEY PRESS	DOLLAR VALUE	FY 2011/2012	2017.00	Lyle Block	Lyle Block	
0610-10	ANTELOPE VALLEY PRESS	LIFESTYLE MAGAZINE	FROM 02/23/2012 THRU 07/20/2012	2017.00	Lyle Block	Lyle Block	
0610-10	ANTELOPE VALLEY PRESS	NEWSPAPER ADVERTISING	FROM 07/01/2012 THRU 06/30/2013	2018.00	Lyle Block	Lyle Block	
0610-10	ANTELOPE VALLEY PRESS	NEWSPAPER ADVERTISING	FROM 07/01/2013 THRU 06/30/2014	2019.00	Lyle Block	Lyle Block	
0610-10	ANTELOPE VALLEY PRESS	NEWSPAPER ADVERTISING	FROM 07/01/2014 THRU 06/30/2015	2020.00	Lyle Block	Lyle Block	
0610-10	ARG CONSULTING DBA CREATIVE	HUMAN RESOURCES	FROM 02/22/2011 THRU 06/30/2011	2016.00	Lyle Block	Lyle Block	
0610-10	ARG DBA CREATIVE RESOURCES	HR ASSISTANCE	FROM 09/28/2011 THRU 01/31/2012	2017	Lyle Block	Lyle Block	
0610-10	ASSETWORKS	MAINTENANCE AGREEMENT	FROM 08/01/2011 THRU 07/31/2012	2017	Lyle Block	Lyle Block	
0610-10	ATKINSON ANDELSON ...	LEGAL - GENERAL LABOR MATTERS	FROM 09/24/2008 THRU 10/25/2011	2016.00	Lyle Block	Lyle Block	
0610-10	AUSTIN JULIE	INTERIM EXECUTIVE DIRECTOR	FROM 12/06/2010 THRU 05/01/2011	2016.00	Lyle Block	Lyle Block	
0610-10	AUSTIN JULIE	EMPLOYMENT AGREEMENT	FROM 05/02/2011 THRU 07/01/2014	2019.00	Lyle Block	Lyle Block	
0610-10	AV FAIR ASSOCIATION	ADVERTISING	FROM 05/01/2013 THRU 08/25/2013	2018.00	Lyle Block	Lyle Block	
0610-10	AV FAIR ASSOCIATION	ADVERTISING	FROM 05/15/2015 THRU 08/30/2015	2020.00	Lyle Block	Lyle Block	
0610-10	AV NEWS	ADVERTISING	FROM 08/15/2011 THRU 08/14/2012	2017.00	Lyle Block	Lyle Block	
0610-10	AV NEWS	DISPLAY ADVERTISING	FROM 08/21/2012 THRU 08/21/2013	2018.00	Lyle Block	Lyle Block	
0610-10	BEDFORD PARK	ENTERTAINMENT-STAND UP FOR TRANSPOR	FROM 04/09/2015 THRU 04/10/2015	2020.00	Lyle Block	Lyle Block	
0610-10	BRINKS	#2007-C-0015; TRANSPORTATION OF FUNDS	FROM 10/01/2007 THRU 10/05/2011	2016.00	Lyle Block	Lyle Block	
0610-10	CAPITOL GOVERNMENT CONTRACT SPECIALISTS	ACQUISITION CONSULTING SERVICES - VVT	FROM 04/28/2013 THRU 08/30/2013	2018.00	Lyle Block	Lyle Block	
0610-10	CARL WARREN	LIABILITY & PROPERTY CLAIMS - TPA	FROM 09/29/2010 THRU 10/24/2015	2020.00	Lyle Block	Lyle Block	
0610-10	CISCO	SMARTNET MAINTENANCE AGREEMENT	FROM 07/22/2011 THRU 07/31/2012	2017.00	Lyle Block	Lyle Block	
0610-10	COMMUNITY TRANSIT	COOPERATIVE PURCHASING AGREEMENT	FROM 02/23/2015 THRU 02/26/2015	2018.00	Lyle Block	Lyle Block	
0610-10	COMPLIANCE OVERSIGHT SOLUTIONS	DRUG & ALCOHOL PROGRAM	FROM 10/01/2009 THRU 12/31/2011	2016.00	Lyle Block	Lyle Block	
0485-10	CONTRACTOR OVERSIGHT PROGRAM SERVICES		FROM 11/03/2011 THRU 12/08/2011	20 14	Lyle Block	Lyle Block	
0115-95	DRUG & ALCOHOL AUDIT	COMPLIANCE OVERSIGHT SOLUTIONS IDEA	CY 2010	2015.00	Lyle Block	Lyle Block	
0610-10	CUMMINS CAL PACIFIC	ENGINE REBUILD UNIT 303	FROM 03/24/2015 THRU 04/25/2015	2017.00	Lyle Block	Lyle Block	
0160-10	ENGEL LEN		CY 2018	2020.00	Lyle Block	Lyle Block	
0610-10	ENTERTAINMENT PLUS	COMMERCIAL PRODUCTION	FROM 08/04/2014 THRU 08/20/2014	2019.00	Lyle Block	Lyle Block	
0610-10	ENTERTAINMENT PLUS	SENIOR/RIDER RELIEF VIDEO	FROM 10/27/2015 THRU 11/10/2015	2020.00	Lyle Block	Lyle Block	
0610-10	ENTERTAINMENT PLUS	TRACK-IT TV COMMERCIAL	FROM 02/02/2015 THRU 02/16/2015	2020.00	Lyle Block	Lyle Block	
0610-10	ERATIK MOBILE DETAILING		FROM xxxx THRU 08/14/2012	2017.00	Lyle Block	Lyle Block	

0610-10	FACILITY USE AGREEMENTS		FY 2013/2014	2019.00	Lyle Block	Lyle Block	
0610-10	FACILITY USE AGREEMENTS		FY 2014/2015	2020.00	Lyle Block	Lyle Block	
0610-10	FAMILY FOCUS RESOURCE CENTER	MEDICAL SHUTTLE SERVICE	FROM 03/15/2005 THRU 10/15/2012	2017.00	Lyle Block	Lyle Block	
0610-10	GEORGE KARBOWSKI	EBUS INSPECTIONS	FROM 06/03/2014 THRU 06/06/2014	2019.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	AV FAIR 2012	FROM 07/01/2012 THRU 08/30/2012	2017.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	AV FAIR 2013 BUS SERVICE	FROM 07/29/2013 THRU 08/18/2013	2018.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	AV FAIR 2014	FROM 07/14/2014 THRU 08/24/2014	2019.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	AV FAIR 2015	FROM 08/07/2015 THRU 08/20/2015	2020.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	BACK TO BUSINESS BONANZA	FROM 09/01/2014 THRU 02/28/2015	2020.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	BLACK HISTORY MONTH	FROM 02/01/2013 THRU 02/28/2013	2018.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	MEMORIAL DAY RADIO ADVERTISING	FROM 05/23/2013 THRU 05/27/2013	2018.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	NORTH COUNTY TRANSPORTER	FROM 08/16/2012 THRU 09/14/2012	2017.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	NORTH COUNTY TRANSPORTER	FROM 10/01/2012 THRU 11/15/2012	2017.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	N COUNTY TRANSPORTER	FROM 05/05/2014 THRU 06/28/2014	2019.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	SERVICE CHANGE	FROM 05/04/2015 THRU 05/17/2015	2020.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	STAND UP 4 TRANSPORTATION	FROM 03/25/2015 THRU 04/09/2015	2020.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	STUFF A BUS	FROM 11/23/2012 THRU 12/08/2012	2017.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	STUFF A BUS	FROM 11/29/2013 THRU 12/14/2013	2018.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	STUFF A BUS LIVE	FROM 12/03/2013 THRU 12/08/2013	2018.00	Lyle Block	Lyle Block	
0610-10	HIGH DESERT BROADCASTING	STUFF A BUS	FROM 11/27/2015 THRU 12/13/2015	2020.00	Lyle Block	Lyle Block	
0610-10	INTELLIRIDE	DAR PARATRANSIT SERVICES	FROM 06/01/2014 THRU 12/31/2014	2019.00	Lyle Block	Lyle Block	
0610-10	INTERIOR PLANT DESIGN	OFFICE PLANT MAINTENANCE	FROM 05/04/2004 THRU 03/31/2013	2018.00	Lyle Block	Lyle Block	
0610-10	INTERIOR PLANT DESIGN	IN HOUSE PLANT MAINTENANCE	FROM 04/01/2013 THRU 06/30/2014	2019.00	Lyle Block	Lyle Block	
0610-10	INTERIOR PLANT DESIGN	IN HOUSE PLANT MAINTENANCE	FROM 07/01/2014 THRU 06/30/2015	2020.00	Lyle Block	Lyle Block	
0610-10	IRON MOUNTAIN	DOCUMENT SHREDDING	FROM 11/17/2005 THRU 01/31/2013	2018.00	Lyle Block	Lyle Block	
0610-10	JOHN P. ELIOPULOS HELLENIC CENTER	20TH ANNIVERSARY CELEBRATION	CY 2012	2017.00	Lyle Block	Lyle Block	
0610-10	NIC PARTNERS	ITS ASSESSMENT	FROM 03/19/2013 THRU 07/23/2013	2018.00	Lyle Block	Lyle Block	
0485-10	IT SYSTEM ASSESSMENT		FROM 01/16/2013 THRU 02/28/2013	2016	Lyle Block	Lyle Block	
0610-10	PACIFIC MUNICIPAL CONSULTANTS	COST ALLOCATION PLAN	FROM 09/27/2011 THRU 03/27/2012	2017.00	Lyle Block	Lyle Block	
0610-10	PENNYSAVER	ADVERTISING - EAST PALMDALE	FROM 04/21/2013 THRU 06/16/2013	2018.00	Lyle Block	Lyle Block	
0610-10	PETER BARRON STARK	TEAM BUILDING - FINANCE & ADMIN	FROM 02/29/2012 THRU 02/29/2012	2017.00	Lyle Block	Lyle Block	
0610-10	PETER BARRON STARK	STRATEGIC PLANNING WORKSHOPS (4)	FROM 11/29/2011 THRU 02/10/2012	2017.00	Lyle Block	Lyle Block	
0610-10	PETERSON HYDRAULICS	REPAIR SERVICE BAY	FROM 12/09/2013 THRU 01/30/2014	2019.00	Lyle Block	Lyle Block	

0610-10	PINNACLE PETROLEUM	FUEL PURCHASE	FROM 04/15/2004 THRU 01/31/2014	2019.00	Lyle Block	Lyle Block	
0610-10	PROACTIVE WORK HEALTH SERVICES	PREEMPLOYMENT / WORKERS COMP	FROM 01/15/2014 THRU 12/31/2014	2019.00	Lyle Block	Lyle Block	
0610-10	PROACTIVE	MEDICAL SERVICES TESTING	FROM 01/01/2015 THRU 12/31/2015	2020.00	Lyle Block	Lyle Block	
0610-10	RELIABLE MONITORING SERVICES	FIRE MONITORING	FROM 04/01/2006 THRU _____	2015.00	Lyle Block	Lyle Block	
0610-10	RICHARDS WATSON & GERSHON	LEGAL SERVICES	FROM 11/20/2006 THRU 03/19/2015	2020.00	Lyle Block	Lyle Block	
0610-10	RIGGS & RIGGS	APPRAISAL SERVICES APN 3128-010-26	FROM 06/29/2009 THRU _____		Lyle Block	Lyle Block	
0610-10	RNR CONSULTING	OPERATIONS RFP DEVELOPMENT	FROM 08/02/2010 THRU 01/04/2011	2016.00	Lyle Block	Lyle Block	
0610-10	VASQUEZ	CHIEF FINANCIAL OFFICER SERVICES	FROM 01/26/2011 THRU 06/30/2011	2016.00	Lyle Block	Lyle Block	
0610-10	VISION INTERNET PROVIDERS	WEBSITE DEVELOPMENT	FROM 11/16/2011 THRU 05/20/2015	2020.00	Lyle Block	Lyle Block	
0610-10	WILDBUCK ENTERTAINMENT	HOLIDAY PARTY 2012 KARAOKE SERVICES	FROM 12/06/2012 THRU 12/06/2012	2017.00	Lyle Block	Lyle Block	
0610-10	WINDES & MCCLAUGHRY	AUDIT SERVICES	FROM 06/28/2011 THRU 06/27/2014	2019.00	Lyle Block	Lyle Block	
0610-10	XEROX WORK CENTER 7345	MAINTENANCE AGREEMENT	FROM 04/23/2007 THRU 06/30/2015	2020.00	Lyle Block	Lyle Block	
0610-10	MEDIA NETWORKS	CINEMA ADVERTISING	FROM 11/02/2012 THRU 01/20/2013	2018.00	Lyle Block	Lyle Block	
0610-10	MEDIA NETWORKS	NORTH COUNTY TRANSPORTER CAMPAIGN	FROM 11/02/2012 THRU 01/31/2013	2018.00	Lyle Block	Lyle Block	
0610-10	MENTAL HEALTH	TRANSIT PASS SALES	FROM 02/16/2006 THRU 03/15/2010	2015.00	Lyle Block	Lyle Block	
0610-10	LANCASTER JETHAWKS	ADVERTISING 2015	FROM 12/16/2014 THRU 07/15/2015	2020.00	Lyle Block	Lyle Block	
0610-10	LANCASTER JETHAWKS	ADVERTISING	FROM 03/01/2013 THRU 12/31/2013	2018	Lyle Block	Lyle Block	
0610-10	LANCASTER JETHAWKS	ADVERTISING	FROM 11/18/2013 THRU 11/30/2014	2019.00	Lyle Block	Lyle Block	
0610-10	LAMAR	VETERANS - BILLBOARD CAMPAIGN	FROM 10/28/2013 THRU 11/24/2013	2018.00	Lyle Block	Lyle Block	
0610-10	LAMAR	TRANSPORTER - BILLBOARD CAMPAIGN	FROM 01/06/2014 THRU 02/02/2014	2019.00	Lyle Block	Lyle Block	
0610-10	LAMAR	TRANSPORTER - BILLBOARD ADVERTISING	FROM 03/06/2014 THRU 03/06/2014	2020.00	Lyle Block	Lyle Block	
0610-10	LAMAR	POWER ON BILLBOARD CAMPAIGN	FROM 04/24/2014 THRU 07/26/2014	2019.00	Lyle Block	Lyle Block	
0610-10	LAMAR	STUFF A BUS - BILLBOARD CAMPAIGN	FROM 11/18/2013 THRU 12/15/2013	2018.00	Lyle Block	Lyle Block	
0610-10	LAMAR	BILLBOARD ADVERTISING	FROM 06/24/2013 THRU 08/18/2013	2018.00	Lyle Block	Lyle Block	
0610-10	LAMAR	BILLBOARD ADVERTISING - DIGITAL SIGN	FROM 09/15/2014 THRU 01/04/2015	2020.00	Lyle Block	Lyle Block	
0610-10	KOFF & ASSOCIATES	COMPENSATION & CLASSIFICATION STUDY	FROM 08/07/2013 THRU 01/30/2014	2019.00	Lyle Block	Lyle Block	
0485-10	CLASSIFICATION / COMPENSATION STUDY		FROM 04/29/2013 THRU 05/30/2013	2016.00	Lyle Block	Lyle Block	
0485-10	CLASSIFICATION AND COMPENSATION STUDY		FROM 06/20/2013 THRU 07/25/2013	2016.00	Lyle Block	Lyle Block	
0610-10	RZ RADIO	N COUNTY TRANSPORTER	FROM 05/08/2014 THRU 06/26/2014	2019.00	Lyle Block	Lyle Block	
0610-10	SAGE STAFFING	CONFIDENTIALITY AGMT - I ESPINOSA	FROM 07/03/2013 THRU 07/31/2013	2018.00	Lyle Block	Lyle Block	
0610-10	SANTA CLARITA SIGNAL	NORTH COUNTY TRANSPORTER	FROM 09/24/2012 THRU 06/24/2013	2018.00	Lyle Block	Lyle Block	
0610-10	SANTA CLARITA SIGNAL	N COUNTY TRANSPORTER	FROM 05/10/2014 THRU 07/10/2014	2019.00	Lyle Block	Lyle Block	

0610-10	SECURITY LAND RIGHT OF WAY SERVICES	REAL PROPERTY SERVICES	FROM 07/01/2009 THRU 05/10/2013	2018.00	Lyle Block	Lyle Block	
0610-10	SIGNAL	TRANSPORTER - COC OFF CAMPUS GUIDE	FROM 06/30/2013 THRU 06/30/2013	2018.00	Lyle Block	Lyle Block	
0610-10	SOUTHERN BELL ("SBC")	TOLL FREE NUMBER	FROM 09/01/2005 THRU 12/31/2010	2015.00	Lyle Block	Lyle Block	
0610-10	STRATEGIES FOR HUMAN RESOUR	COBRA ADMINISTRATOR	FROM 04/27/2011 THRU 06/30/2014	2019.00	Lyle Block	Lyle Block	
0610-10	TEMPS INC	TEMP STAFF TO PERFORM PASSNGR FARE SURVS	FROM 04/20/2015 THRU 06/30/2015	2020.00	Lyle Block	Lyle Block	
0485-10	TEMPORARY STAFF TO PERFORM PASSENGER FARE SURVEYS		FROM 04/08/2015 THRU 04/14/2015	2018.00	Lyle Block	Lyle Block	
0610-10	THOMPSON COBURN	OPERATIONS & MAINTENANCE RFP	FROM 01/04/2011 THRU 12/31/2011	2016.00	Lyle Block	Lyle Block	
0610-10	TIME WARNER CABLE	COMMERCIAL RUN	FROM 07/27/2015 THRU 08/30/2015	2020.00	Lyle Block	Lyle Block	
0610-10	TIME WARNER CABLE	CUSTOMER SERVICE ADS	FROM 11/11/2013 THRU 12/29/2013	2018.00	Lyle Block	Lyle Block	
0610-10	TIME WARNER CABLE	IMAGE CAMPAIGN	FROM 06/18/2012 THRU 08/12/2012	2017.00	Lyle Block	Lyle Block	
0610-10	TIME WARNER CABLE	IMAGE CAMPAIGN	FROM 08/20/2012 THRU 10/28/2012	2017.00	Lyle Block	Lyle Block	
0610-10	TIME WARNER CABLE	NORTH COUNTY TRANSPORTER	FROM 08/20/2012 THRU 10/28/2012	2017.00	Lyle Block	Lyle Block	
0610-10	TIME WARNER	NORTH COUNTY TRANSPORTER	FROM 01/21/2013 THRU 03/31/2013	2018.00	Lyle Block	Lyle Block	
0610-10	TIME WARNER CABLE	NORTY COUNTY TRANSPORTER	FROM 03/25/2013 THRU 05/05/2013	2018	Lyle Block	Lyle Block	
0610-10	TIME WARNER CABLE	NORTH COUNTY TRANSPORTER	FROM 07/08/2013 THRU 08/18/2013	2018.00	Lyle Block	Lyle Block	
0610-10	TIME WARNER CABLE	TRACK-IT TV COMMERCIAL	FROM 02/16/2015 THRU 03/15/2015	2020.00	Lyle Block	Lyle Block	
0610-10	TIME WARNER CABLE	TRAVEL TRAINING COMMERCIAL	FROM 09/15/2014 THRU 10/26/2014	2019.00	Lyle Block	Lyle Block	
0610-10	TOTAL ADMINISTRATIVE SERVICES	FLEXIBLE SPENDING PROGRAM	FROM 10/01/2013 THRU 10/31/2014	2019.00	Lyle Block	Lyle Block	
0610-10	TRAPEZE	SOFTWARE MAINTENANCE / SUPPORT	FROM 04/01/2012 THRU 03/31/2014	2019.00	Lyle Block	Lyle Block	
0610-10	URBAN FUTURES	INTERIM EXECUTIVE DIRECTOR - M BUSCH	FROM 11/01/2010 THRU 05/15/2013	2018.00	Lyle Block	Lyle Block	
0610-10	VAN SCOYOC ASSOCIATES	FEDERAL ADVOCACY SERVICES	FROM 02/01/2014 THRU 06/30/2015	2020.00	Lyle Block	Lyle Block	
0610-10	NATIONAL CONSTRUCTION RENTA	STORAGE CONTAINER	FROM 04/13/2010 THRU 06/30/2012	2017.00	Lyle Block	Lyle Block	
0610-10	RZ RADIO	AV FAIR 2014	FROM 08/06/2014 THRU 08/24/2014	2019.00	Lyle Block	Lyle Block	
0485-10	CPA FINANCIAL AUDITING SERVICES		FROM 03/01/2019 THRU 04/11/2019		Lyle Block	Lyle Block	
0485-10	CA GOV RELATIONS CONSULTANT / LOBBYIST		FROM 09/21/2015 THRU 10/22/2015	2018.00	Lyle Block	Lyle Block	
0485-10	COLOR COPIER/UPGRADE EXISTING COPIER		FROM 02/11/2015 THRU 02/26/2015	2018.00	Lyle Block	Lyle Block	
0485-10	FEDERAL ADVOCACY SERVICES	FROM 11/01/2013 THRU 11/25/2013		2016.00	Lyle Block	Lyle Block	
0485-10	PHOTOVOLTAIC INVERTER REPLACEMENT		FROM 12/05/2014 THRU 12/23/2014	2017.00	Lyle Block	Permanent Hold	



**DATE:** April 27, 2021

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Contract #2021-51 to Planetbids, Inc., for Public Sector E-Procurement Service Solution

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## **RECOMMENDATION**

That the Board of Directors authorize the Executive Director/CEO to execute Contract #2021-51 for the Public Sector E-Procurement Service Solution to Planetbids, Inc., Studio City, CA, for an amount of \$132,500, for a five-year term.

## **FISCAL IMPACT**

Sufficient funds will be included in future Business Plans to pay for this service.

## **BACKGROUND**

In accordance with AVTA's Procurement Policy, staff released a Request for Proposals (RFP). Staff sought proposals from experienced, responsible, capable and professional software as a service (SaaS) firms to provide public sector e-procurement service solution. Our current outreach results for this service has touched a number of firms ranging from the low forties to well over two hundred fifty. The selected firm will provide a web-based portal for vendor registration and procurement management that will meet the Authority's need for a live-network hosted solution, in order to push out solicitation notifications and their associated procurement documents 24/7/365.

AVTA released a Request for Proposals (RFP) on March 4, 2021. The solicitation documents were posted to AVTA's website and advertisements were placed in the *Antelope Valley Press* and *Our Weekly Lancaster* newsletter. Prior to issuance of the RFP, the Board and Transit Advisory Committee members were notified and asked to submit any recommendations for potential vendors. The local Chambers of Commerce were also notified via their respective newsletters and email lists; 136 firms were notified via email with RFP instructions for downloading. Fifteen firms registered and downloaded the RFP. Staff held an optional pre-proposal conference on March 11, 2021, with five firms attending. Two (2) addenda were issued on March 11 and 22, 2021.

The RFP opened on April 1, 2021. Of the 15 firms that received the RFP, three (3) responses were received. A review committee evaluated and ranked the three (3) proposals on the following criteria: proposer's solution (30%), project budget (20%), similar projects (15%), proposer's information (15%), project schedule/benchmarks (10%) and personnel (10%). One hundred possible total points for each evaluator were available.

The firm and respective combined evaluation scores are listed in the table below.

Firm	Location	Total Score (300 Max)
Planetbids, Inc.	Studio City, CA	257
Bonfire Interactive, Ltd.	Ontario, Canada	244
Negometrix USA, Inc.	New York, NY	239

Planetbids, Inc. proposal earned the highest combined score from the evaluation committee. Evaluators found their experience with web-based procurement service solution gave them a clear insight into our needs and requirements. Staff is confident they will do an excellent job.

Prepared by:

Submitted by:

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Lyle A. Block, CPPB  
Procurement and Contracts Officer

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Macy Neshati  
Executive Director/CEO





**DATE:** April 27, 2021

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Amendment No. 3 to Contract #2016-31 with BYD Coach & Motors, Inc., for the Purchase of Six (6) K11M 60-Foot Battery-Electric Buses

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**RECOMMENDATION**

That the Board of Directors authorize the Executive Director/CEO to execute Amendment No. 3 to Contract #2016-31 with BYD Coach & Motors, Inc. (BYD), adjust quantities and purchase of six (6) K11M 60-foot battery-electric buses for an amount not to exceed \$6,360,000, plus applicable sales tax.

**FISCAL IMPACT**

Sufficient funds have been awarded in multiple grants for these additional six (6) 60-foot buses and are included in the FY 2021 Budget.

**BACKGROUND**

In January 2016, the Board of Directors adopted a goal to procure and operate a 100% battery-electric fleet. Since that time, staff has been committed to pursuing all funding opportunities to acquire battery-electric buses. These 60-foot buses will help provide capacity on our most crowded routes and free up the buses currently on those routes to help right size capacity on other routes as ridership starts to recover.

In 2016, the Board awarded Contract #2016-31 to BYD for the purchase of up to 85 battery-electric buses of varying sizes. Since that time, staff has refined bus routes and are actively planning for future expansion.

AVTA currently has two grants opened for a total of 10 (ten) 60-foot buses. The Board approved the purchase of four buses at the March 23, 2021 meeting. These six (6) 60-foot buses represent the final open quantity left on our grants and this contract, which are shown in Attachment A.

Prepared by:

Submitted by:

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Lyle A. Block, CPPB  
Procurement and Contracts Officer

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Macy Neshati  
Executive Director/CEO

Attachment: A – Contract Quantity Adjustment and Pricing Information

## AVTA CONTRACT NO: 2016-31

## CONTRACT TITLE: 40, 45 AND 60 FOOT BATTERY ELECTRIC BUS PROJECT

## Contract 2016-31 - Original Quantities and Pricing Information

Qty	Model	Description	Total Amount	Tax	Totals
14	K-11M	60' Articluated			
35	C-10M	45' Commuter			
36	K-9M	40' Transit			
<b>85</b>	<b>Contract Totals</b>		<b>\$72,410,000.00</b>	<b>\$6,878,950.00</b>	<b>\$79,288,950.00</b>

## Contract Amendment 2 - Adjusted Quantities and Pricing Information

(Amounts listed below do not include any HVIP Credits, which maybe applied at a future date)

Added Qty	Model	Description	Total Amount	Tax	Totals
19	K-11M	60' Articluated	\$20,140,000.00	\$2,014,000.00	\$22,154,000.00
25	C-10M	45' Commuter	\$20,250,000.00	\$2,025,000.00	\$22,275,000.00
41	K-9M	40' Transit	\$31,570,000.00	\$3,157,000.00	\$34,727,000.00
<b>85</b>	<b>Amendment 3 Adjusted Totals</b>		<b>\$71,960,000.00</b>	<b>\$7,196,000.00</b>	<b>\$79,156,000.00</b>

## Contract Amendment 3 - Adjusted Quantities and Pricing Information

(Amounts listed below do not include any HVIP Credits, which maybe applied at a future date)

Added Qty	Model	Description	Total Amount	Tax	Totals
23	K-11M	60' Articluated	\$24,380,000.00	\$2,438,000.00	\$26,818,000.00
38	K-9M	40' Transit	\$29,260,000.00	\$2,926,000.00	\$32,186,000.00
<b>61</b>	<b>Amendment 3 Adjusted Totals</b>		<b>\$53,640,000.00</b>	<b>\$5,364,000.00</b>	<b>\$59,004,000.00</b>
24	MCI	45' Commuter	\$29,168,832.00	\$2,989,805.28	\$32,158,637.28
<b>85</b>	<b>Grand Totals</b>		<b>\$82,808,832.00</b>	<b>\$8,353,805.28</b>	<b>\$91,162,637.28</b>



**DATE:** April 27, 2021

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Third Amended and Restated Executive Director Employment Agreement

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**RECOMMENDATION**

That the Board of Directors approve the Third Amended and Restated Executive Director Employment Agreement.

**FISCAL IMPACT**

Funding for this item will be included in future Budgets.

**BACKGROUND**

The Executive Director/CEO's employment agreement was originally executed effective June 1, 2018 through May 30, 2020; a First Amended and Restated Employment Agreement was executed in May of 2019. A Second Amended and Restated Employment Agreement was executed in May of 2020. The proposed Third Amended and Restated Employment Agreement would:

- Extend Mr. Neshati's employment as Executive Director until December 31, 2021, with a pay increase of 5% and a one-time incentive payment of 5% of Mr. Neshati's current salary.
  - The terms and conditions of Mr. Neshati's employment remain largely the same, with the exception of the pay increase and incentive payment noted above.
- Convert Mr. Neshati's title and role to Project Manager effective January 1, 2022 and continuing until January 1, 2025 in order to provide for Mr. Neshati's retirement from the role of Executive Director and a smooth transition to a new Executive Director.
  - Mr. Neshati's pay would decrease to \$100,000/year.

A copy of the Third Amended and Restated Executive Director Employment Agreement will be available upon request to the Clerk of the Board.

Prepared and Submitted by:

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Allison E. Burns  
General Counsel, AVTA