



Regular Meeting of the Board of Directors

Tuesday, October 22, 2019

10:00 a.m.

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

AGENDA

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

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

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

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

APPROVAL OF AGENDA

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

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

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

- SRP 1 RECOGNITION OF AVTA EMPLOYEE OF THE FIRST QUARTER (JULY 1 – SEPTEMBER 30, 2019) FOR FISCAL YEAR 2019/2020 (FY 2020) – JUDY VACCARO-FRY
- SRP 2 RECOGNITION OF ZACH KRAUTER – MACY NESHATI
- SRP 3 RECOGNITION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR SEPTEMBER 2019 – MIKE SORENSEN
- SRP 4 LEGISLATIVE REPORT FOR OCTOBER – JUDY VACCARO-FRY
- SRP 5 OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT – MARTIN TOMPKINS
- SRP 6 MAINTENANCE KPI REPORT – MARK PERRY

CONSENT CALENDAR (CC): Items 1 and 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 SEPTEMBER 24, 2019 – KAREN DARR

Recommended Action: Approve the Board of Directors Regular Meeting Minutes of September 24, 2019.

CC 2 FINANCIAL REPORT FOR SEPTEMBER 2019 – JUDY VACCARO-FRY

Recommended Action: Receive and file the financial report for September 2019.

CC 3 FY 2020 FIRST QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (JULY 1 – SEPTEMBER 30, 2019) – KELLY MILLER

Recommended Action: Receive and file the FY 2020 First Quarter LASD report for the period covering July 1 through September 30, 2019.

CC 4 BOARD OF DIRECTORS MEETING CALENDAR FOR 2020 – KAREN DARR

Recommended Action: Approve the Board of Directors meeting calendar for 2020.

CC 5 SECURITY AND EMERGENCY PREPAREDNESS PLAN (SEPP) – MARTIN TOMPKINS

Recommended Action: Adopt Resolution No. 2019-008, approving the Revised SEPP, and authorize the Executive Director/CEO to enter into a Memorandum of Understanding with local, county, state, and federal law enforcement for security services as needed.

NEW BUSINESS (NB):

NB 1 AMENDMENT NO. 2 TO CONTRACT #2015-03 WITH TRANSDEV SERVICES, INC. FOR DIAL-A-RIDE PARATRANSIT SERVICES – LYLE BLOCK

Recommended Action: Authorize the Executive Director/CEO to execute Amendment No. 2 to Contract #2015-03 with Transdev Services, Inc. for an additional amount of \$332,378 and a three-month time extension, which includes a value added fee in the amount of \$5,000 per month for short-term agreement ending existing services on March 31, 2020.

NB 2 CONTRACT #2020-05 TO TAFT ELECTRIC COMPANY FOR ELECTRIC BUS CHARGING AT 40TH ST. E AND PALMDALE BLVD. – LYLE BLOCK

Recommended Action: Authorize the Executive Director/CEO to execute Contract #2020-05 with Taft Electric Company, Ventura, CA for electric bus charging at 40th St. E. and Palmdale Blvd for the amount of \$1,763,271, plus applicable permit fees and 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(a)
Pending Litigation: Clark v. AVTA, LASC Case No. MC026036
Pending Litigation: Sabina M. Andrade v. AVTA
Pending Litigation: Marsh v. AVTA USDC Case No. 2:16-cv-0937-PSG
- CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(2)
Significant exposure to litigation (one potential case)
- CS 3 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)
Consideration of whether to initiate litigation (one potential case)
- CS 4 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)
Consideration of initiation of litigation (one potential case)
- CS 5 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(c)
Anticipated Litigation (two potential cases)

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 November 26, 2019 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

The agenda was posted by 5:00 p.m. on October 17, 2019 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.

FY20 Monthly Operations Key Performance Indicators

Presentation to the Board of Directors

October 22, 2019

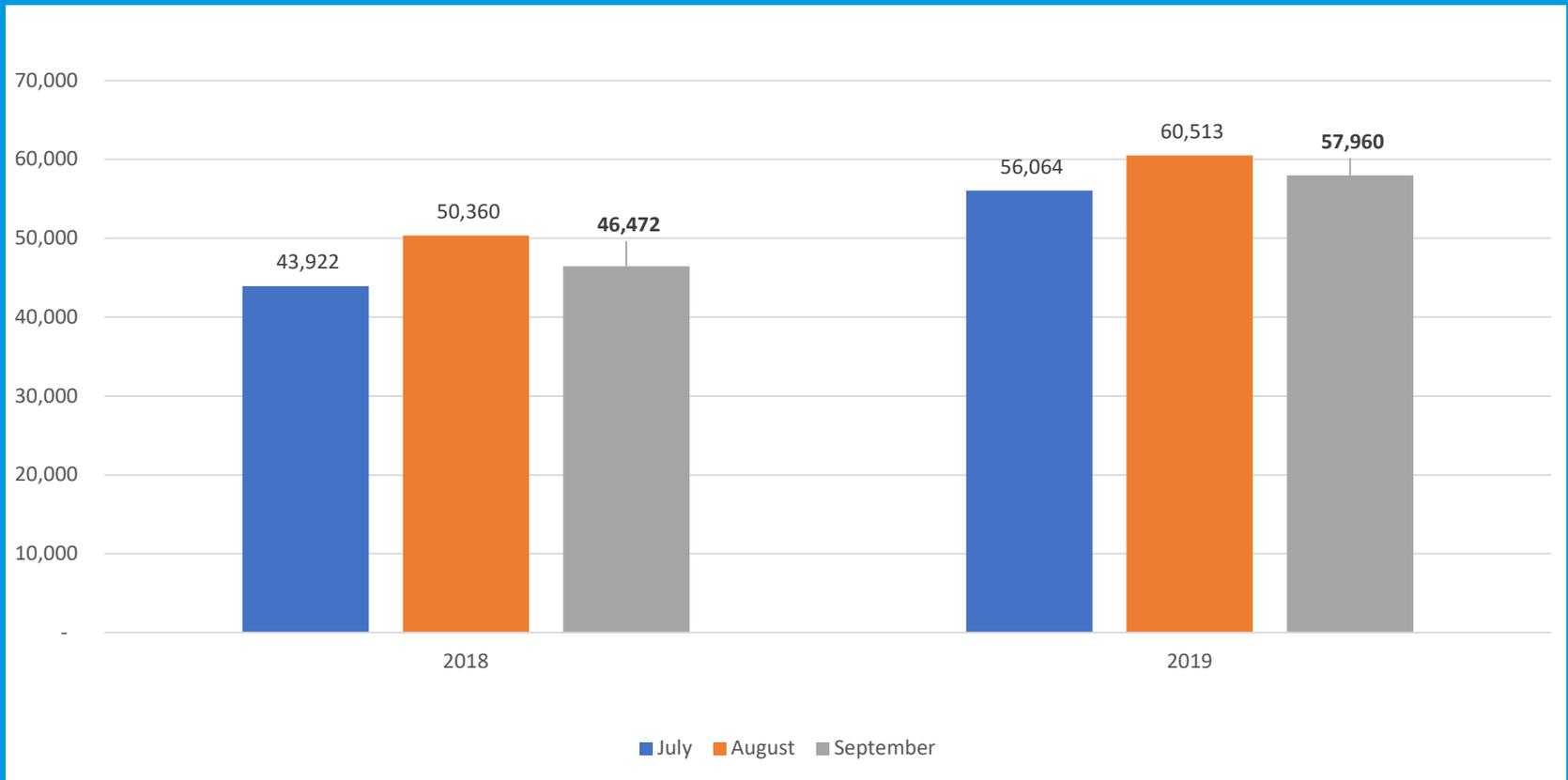


MONTHLY BOARDING ACTIVITY

	September FY20	September FY19
System	209,793	193,893
Local	185,957	170,747
Commuter	23,836	23,146



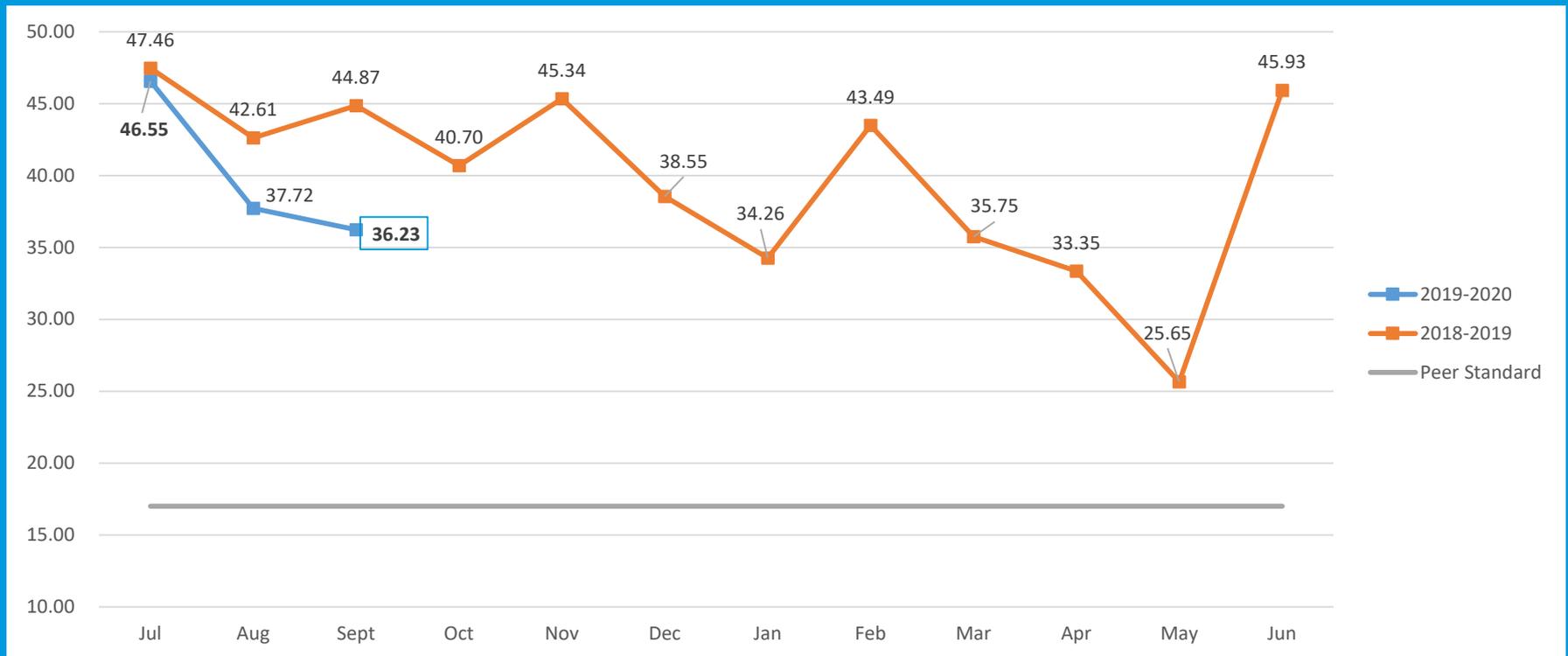
MONTHLY RIDERSHIP ROUTE 1



COMPLAINTS/100,000 BOARDINGS

SEPTEMBER - SYSTEM WIDE AVERAGE: 36.23

PEER STANDARD: 17.00



Thank you!

Questions?



SRP 6

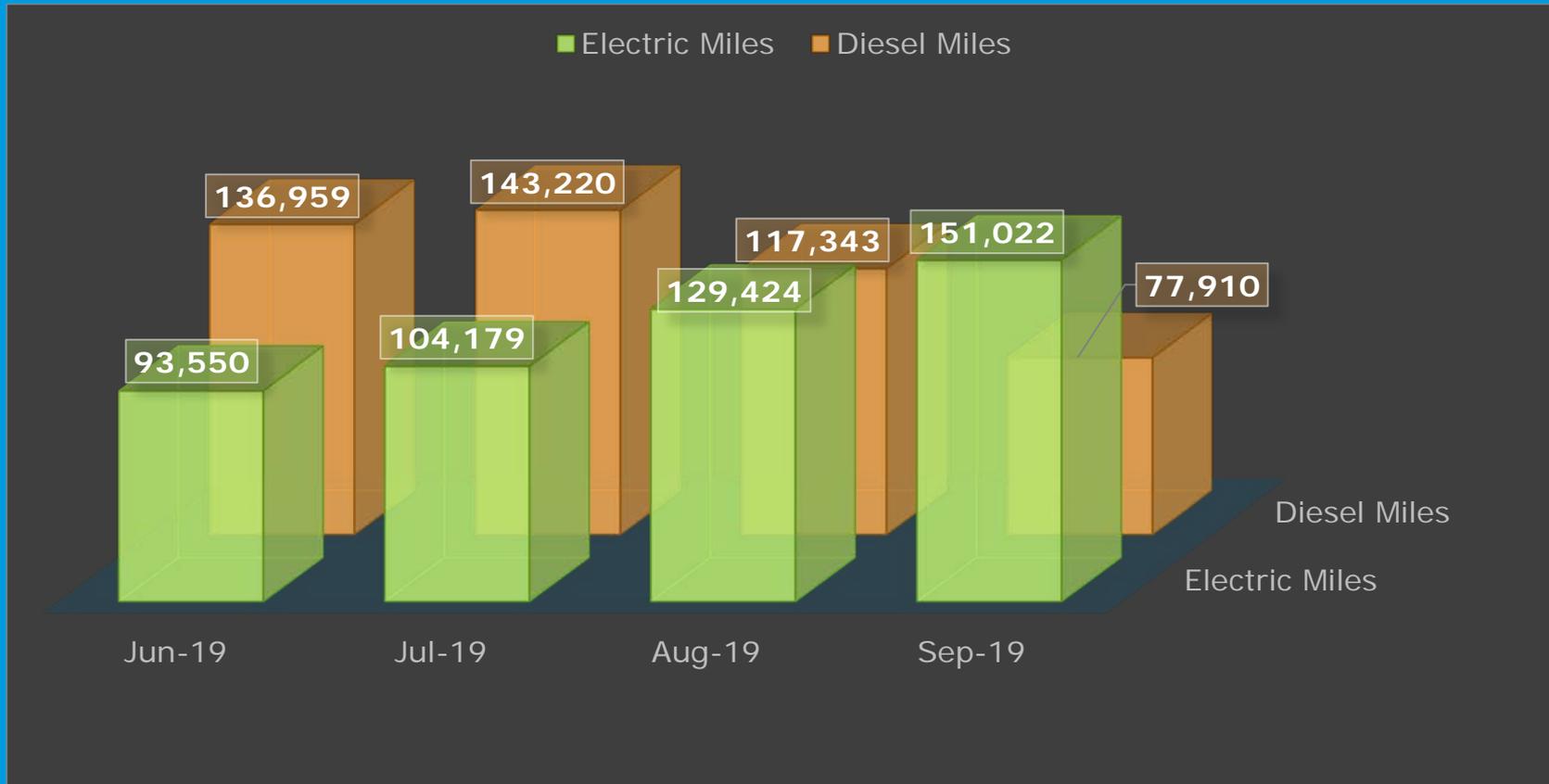
September 2019 Maintenance Key Performance Indicators

Presentation to the Board of Directors

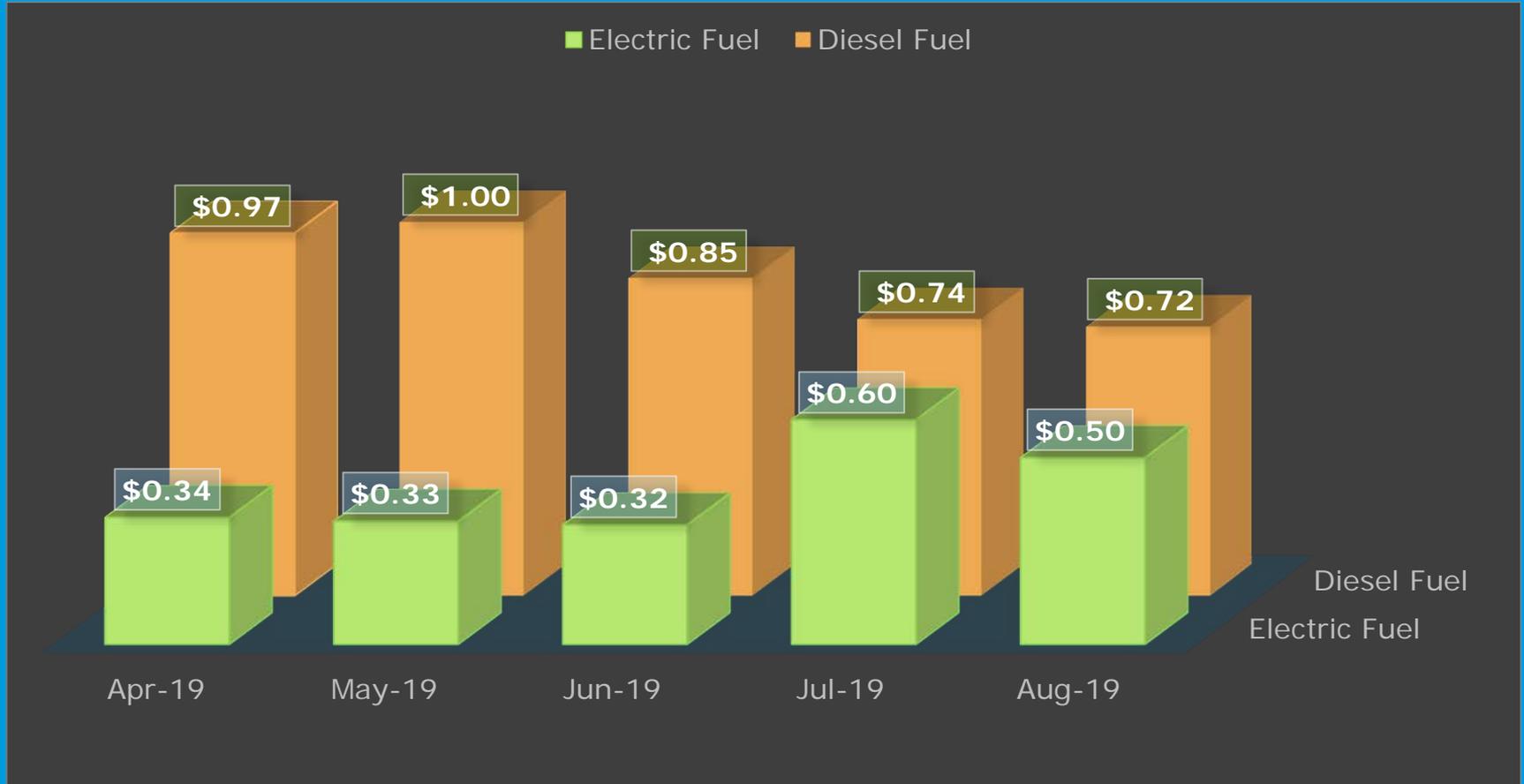
October 22, 2019



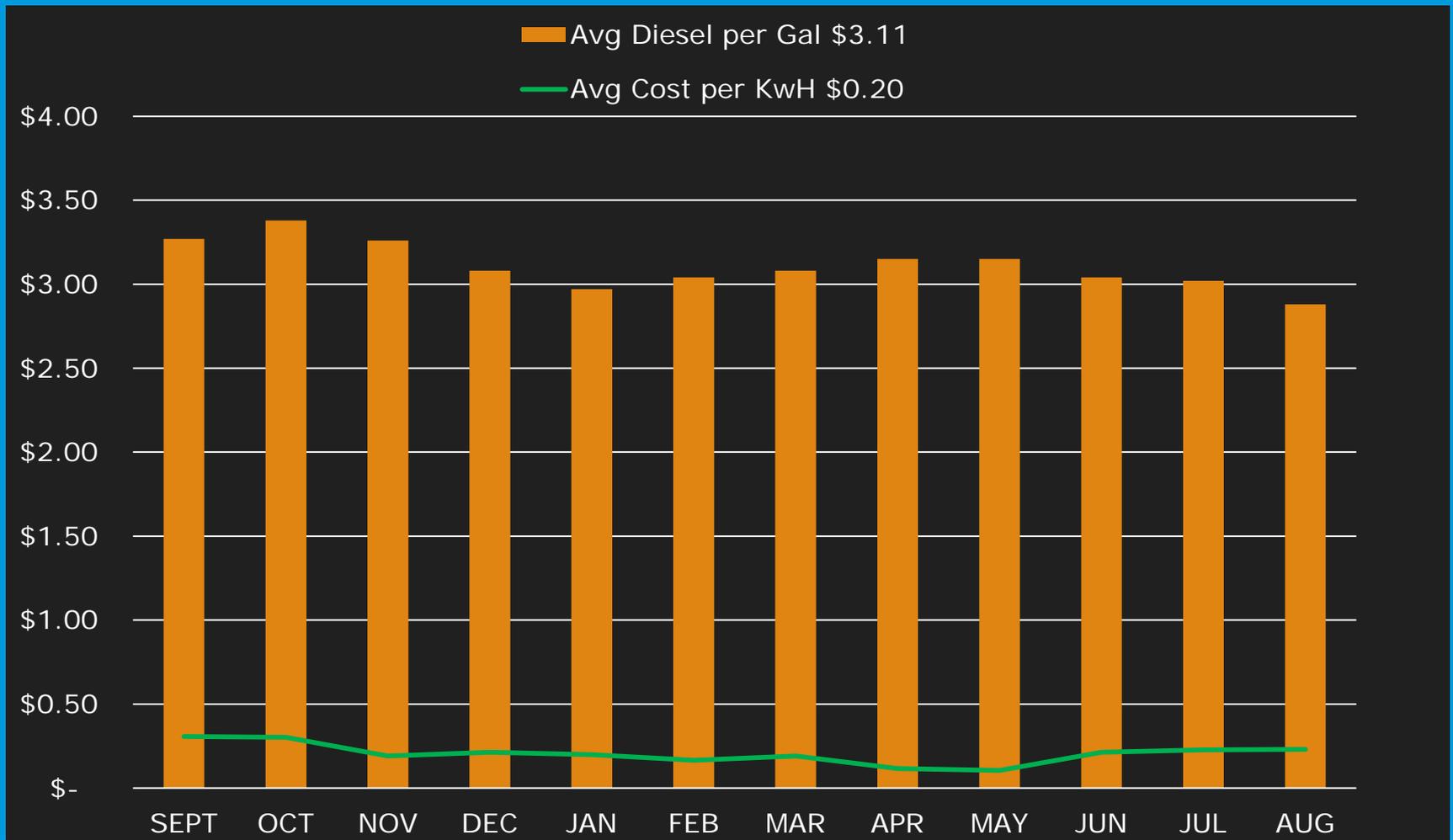
TRANSIT MILES: DIESEL vs ELECTRIC



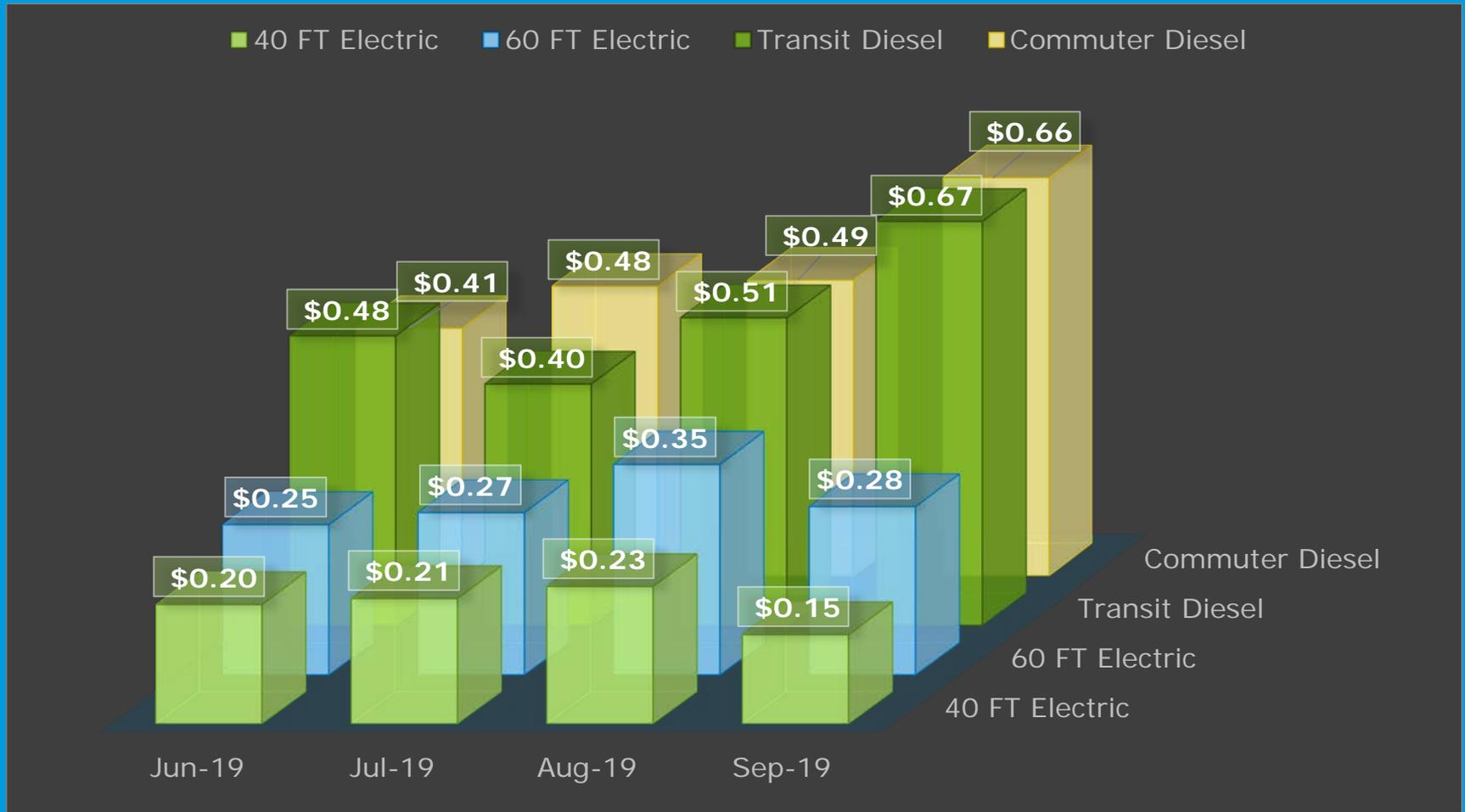
PROPULSION FUEL COST PER MILE



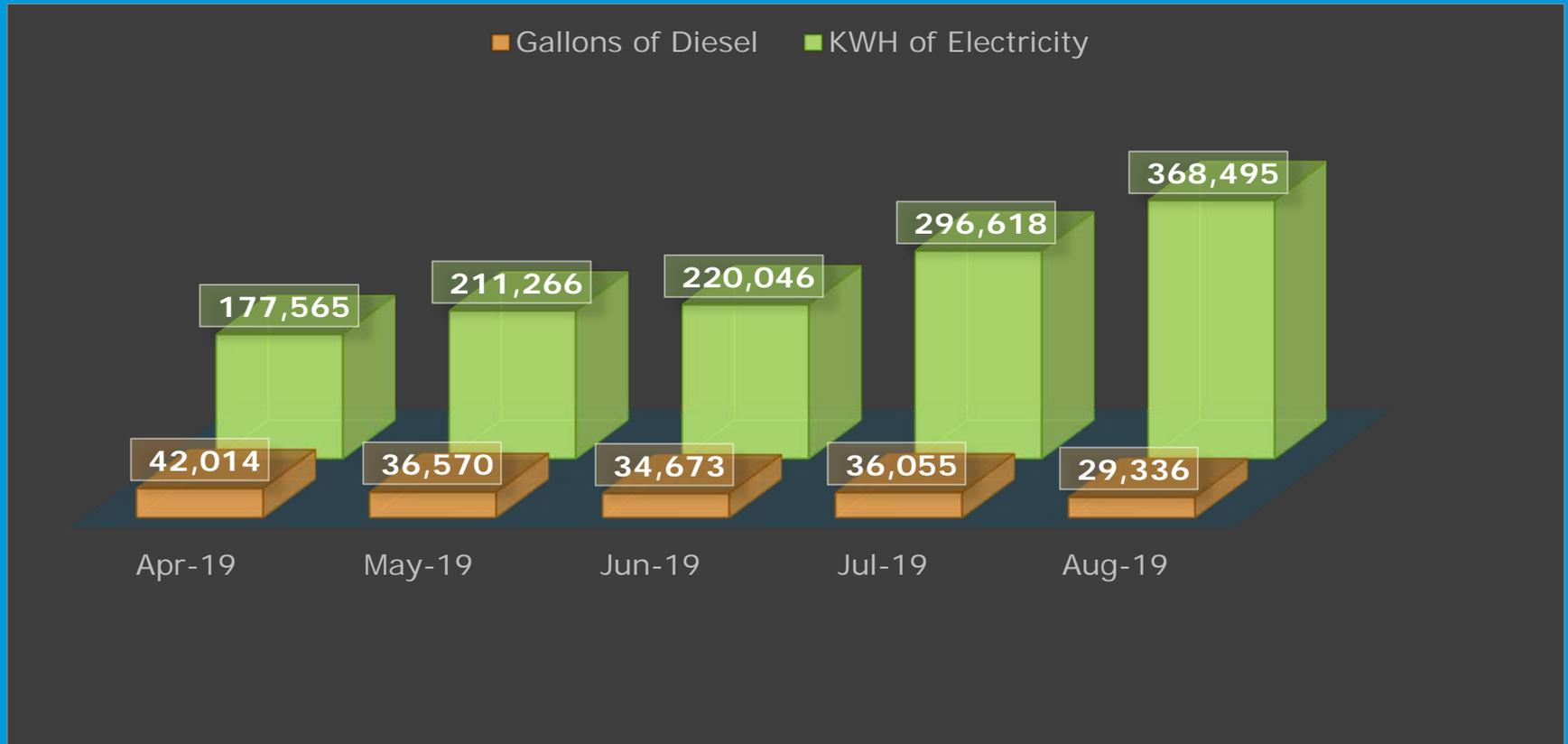
FUEL/ENERGY COST PRIOR 12 MONTHS



MAINTENANCE COST PER MILE BY FLEET



ELECTRIC CONSUMPTION & DIESEL FUEL REDUCTION (Local Only)

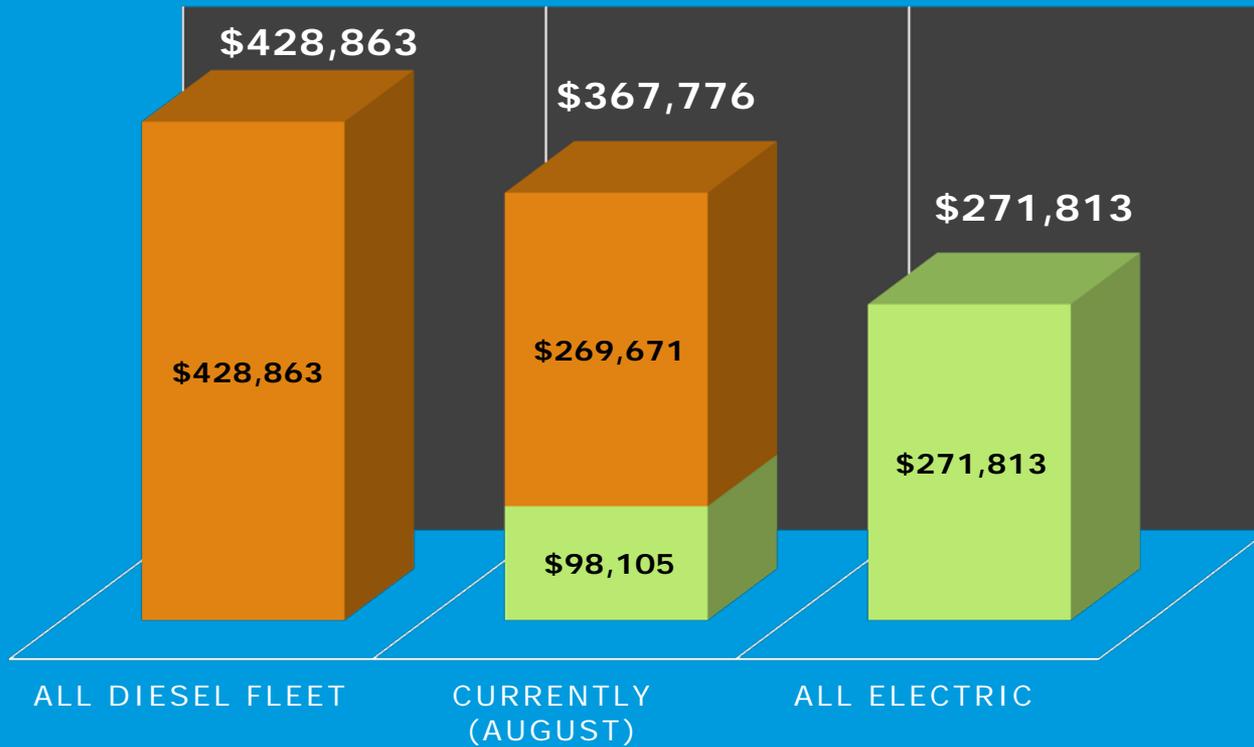


DIESEL Vs. ELECTRIC MPG EQUIVALENT (Local Only)



TOTAL FUEL & MAINTENANCE COST ASSUMPTIONS AT FULL BUILDOUT

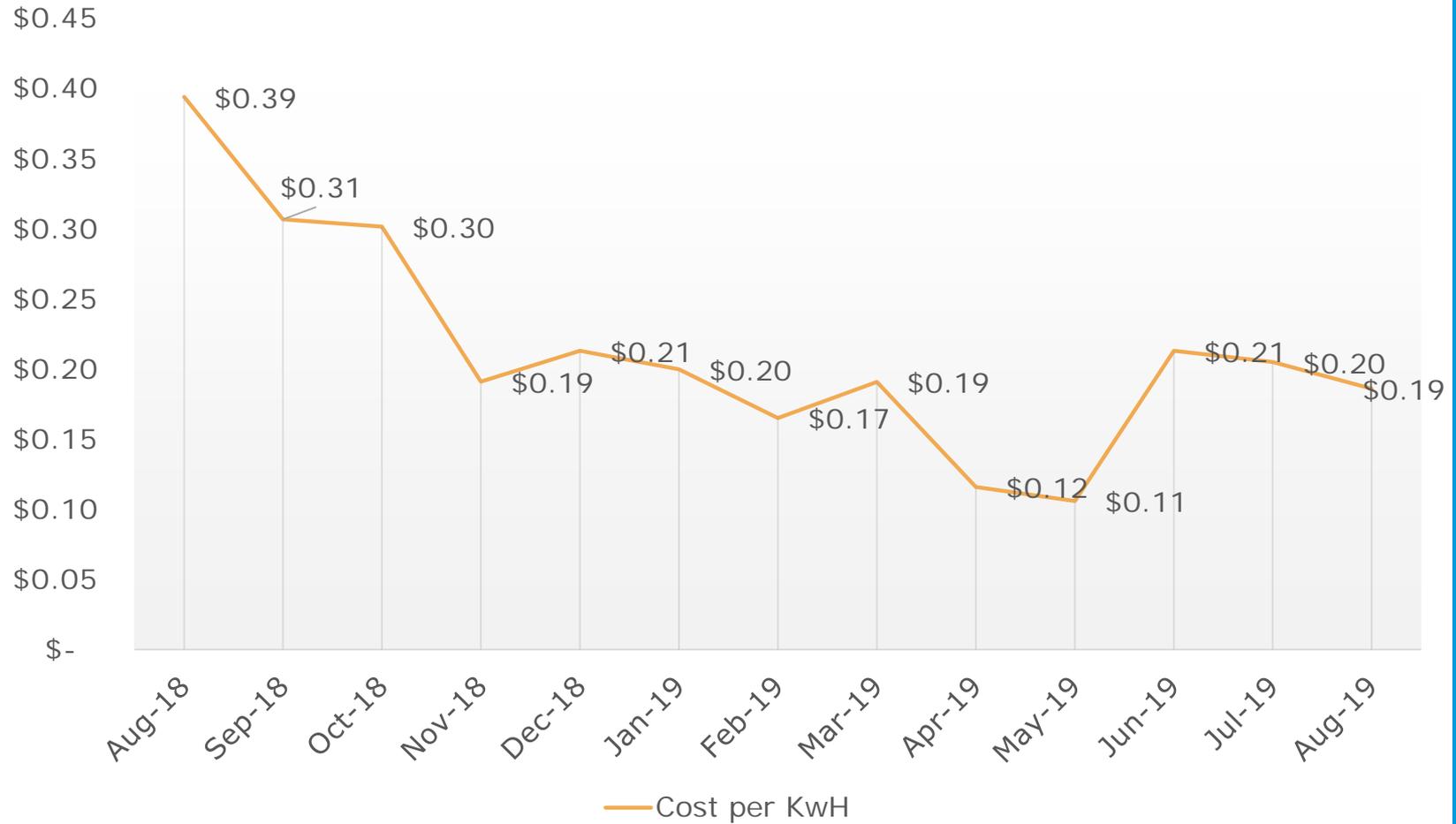
■ Electric ■ Diesel



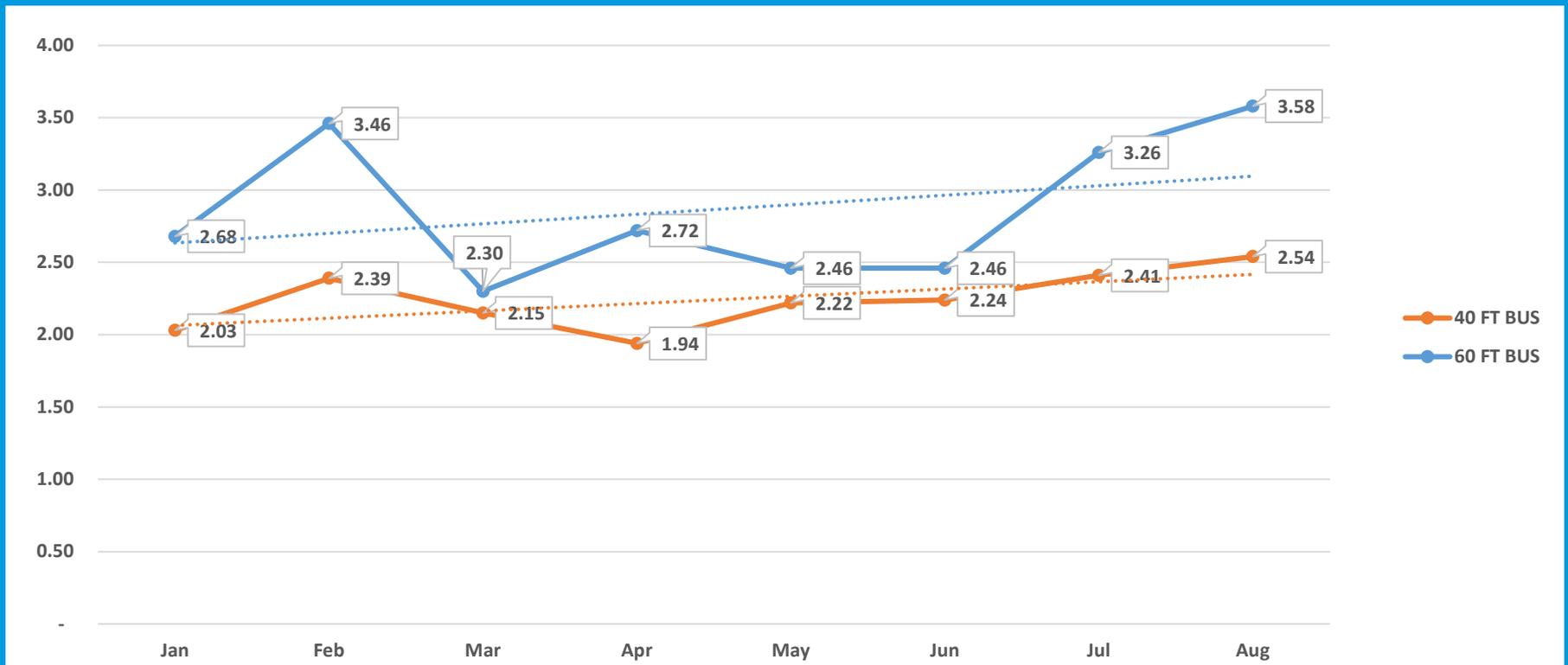
Current Savings for August
\$61,087

Projected Savings for August
\$157,050

Cost per Kwh



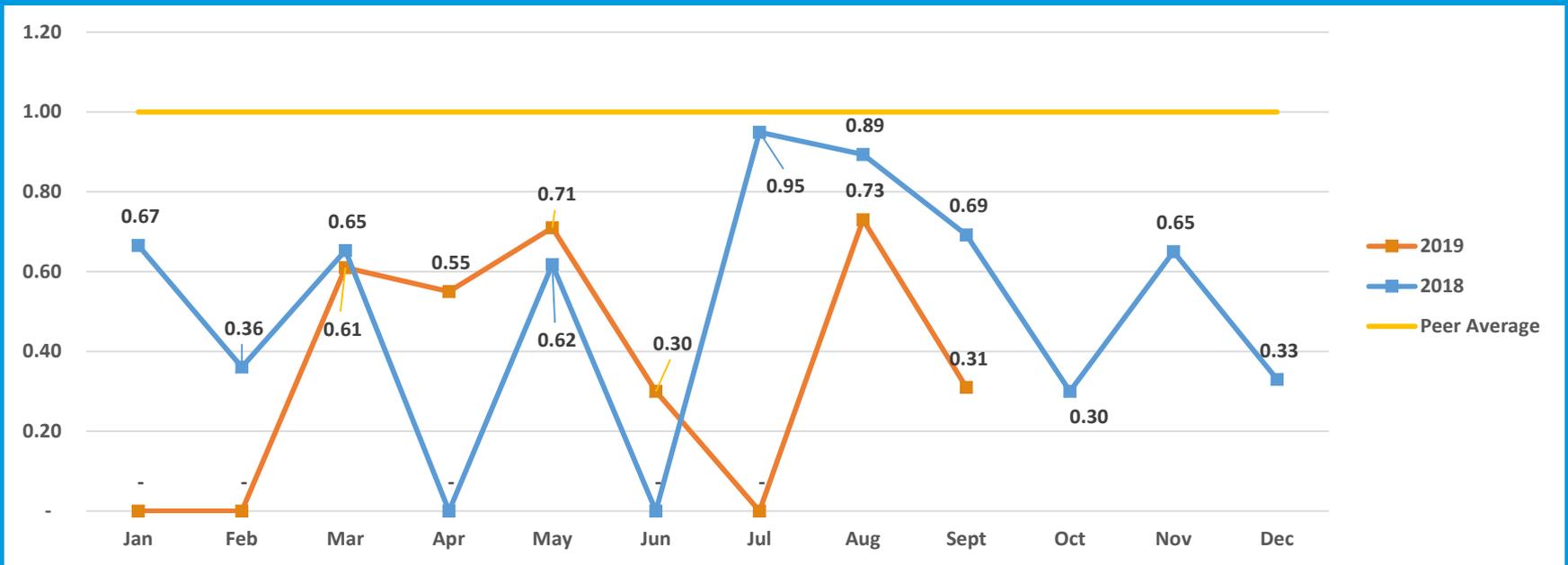
AVERAGE FUEL CONSUMPTION PER MILE (KWpM)



PREVENTABLE ACCIDENTS/100,000 MILES

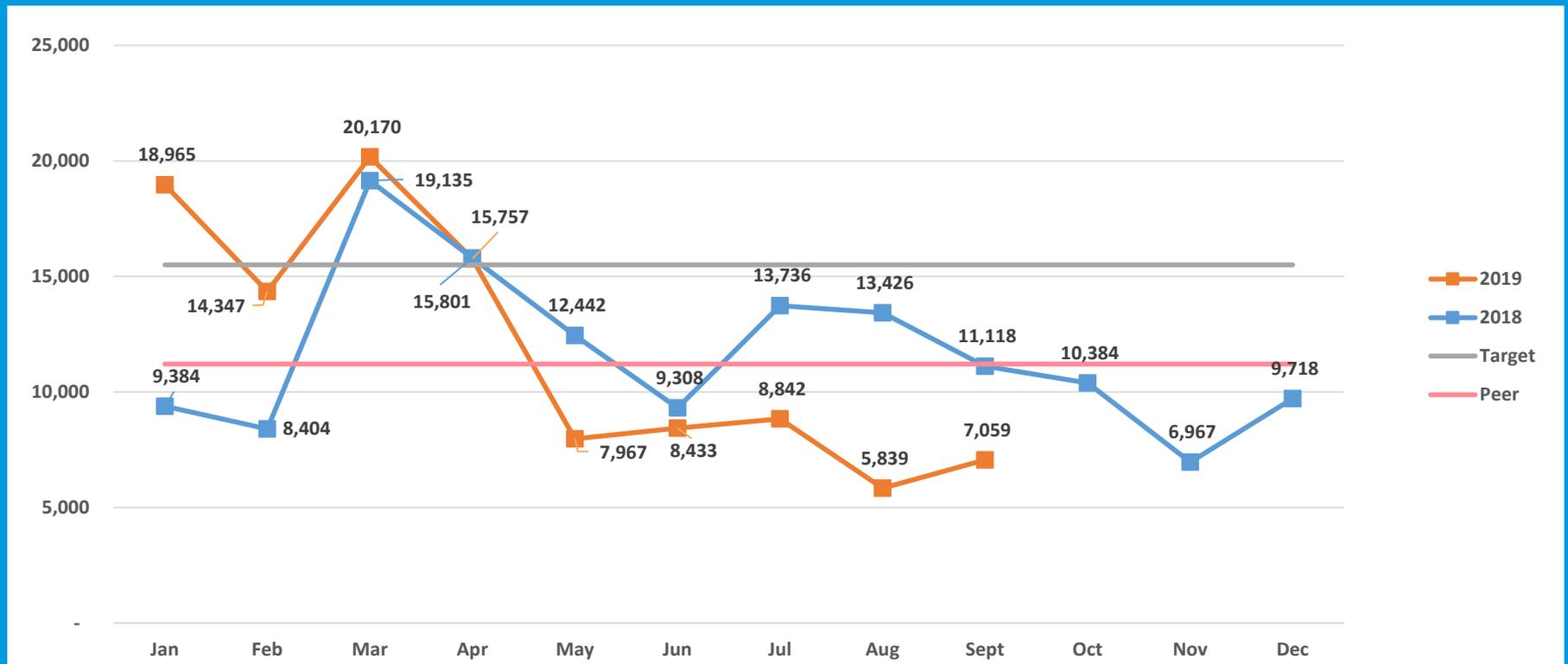
Peer Standard: 1.00 Target 1.00

September Total : 3/ September Preventable Total: 1



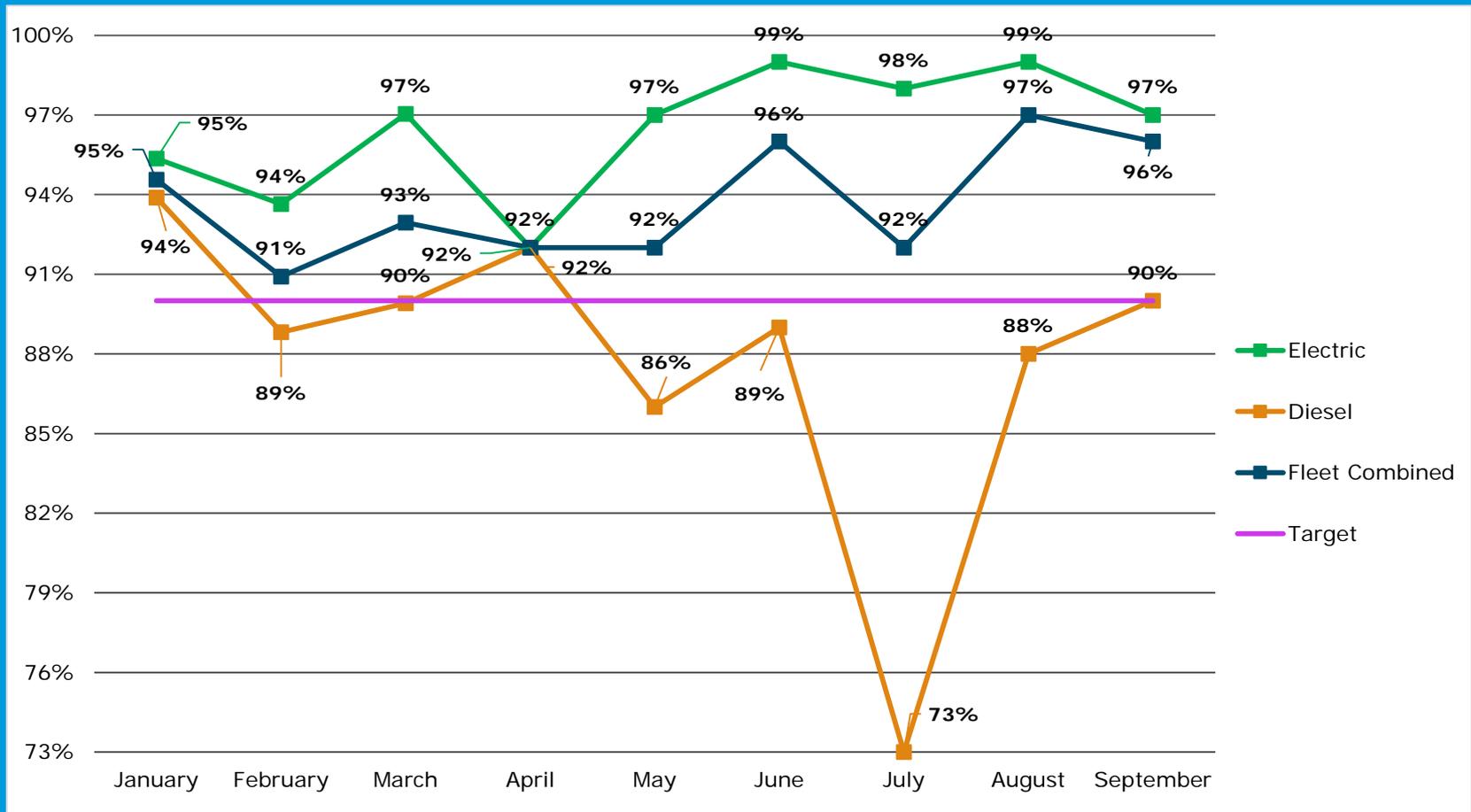
AVERAGE MILES BETWEEN SERVICE INTERRUPTIONS

Peer Average: 11,206 / Target: 15,500



AVAILABILITY

Peer Average: 77% / Target 90%



SUMMARY

- Moving forward, the Maintenance KPIs will be reporting two months of prior costs.
- All fifteen 2012 Gillig Hybrids have been removed from service.
- Transfer of 18 diesel buses to Memphis is currently being orchestrated now.
- Electric bus availability dropped due to a few campaigns and modifications.
- The Palmdale South Valley Charging Station will begin construction next month.
- The Lancaster Sierra Metrolink IFB will close next month. Staff anticipates recommending a vendor at the November board meeting.
- The first new 45 ft. commuter coach has arrived. Staff will be performing extensive testing to prove reliability and performance.



Discussion/Questions?





Regular Meeting of the Board of Directors

Tuesday, September 24, 2019

10:00 a.m.

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

UNOFFICIAL MINUTES

CALL TO ORDER

Chairman Crist called the meeting to order at 10:02 a.m.

PLEDGE OF ALLEGIANCE

Director Loa led the Pledge of Allegiance.

ROLL CALL:

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Michelle Flanagan,
Director Richard Loa

Absent

Director Angela Underwood–Jacobs
Director Steve Hofbauer

APPROVAL OF AGENDA

Motion: Approve the agenda as comprised.

Moved by Vice Chair Knippel, seconded by Director Loa

Vote: Motion carried (4-0-0-2)
Ayes: Chairman Crist, Vice Chair Knippel, Directors Flanagan and Loa
Nays: None
Abstain: None
Absent: Directors Hofbauer and Underwood-Jacobs

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

Charlotte Baxter – spoke about service delays due to change outs, changing the frequency on the Route 1 from 15 minutes to 20 minutes, and installing ringers at the front of the electric buses.

Chairman Crist requested that the record reflect Alternate Director Kathryn Mac Laren arrived at 10:06 a.m. to serve for the City of Palmdale’s representative Steve Hofbauer.

Fran Sereseres – requested the installation of a canopy over the handicapped ramp at the Lancaster Metrolink Station and suggested using shuttle type buses on routes with low ridership.

Norma U. – spoke about buses arriving too early at the time points and improving communication between the responding agency and AVTA staff when there are detours due to an accident.

Paul Andrews – suggested adjusting the bus schedules to align with the arrival of the trains at the Palmdale and Lancaster Metrolink stations.

Jerel Arbaugh – spoke about the lack of communication between the dispatchers and customer service staff, and the detours along Pearblossom Highway.

Senior Director of Operations and Planning Martin Tompkins will address the concerns.

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

SRP 1 RECOGNITION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR AUGUST 2019

Transdev Operations Manager Mike Sorensen presented a plaque to the Employee of the Month Michelle Reyes and announced Oscar Guillen was the Operator of the Month; however, Mr. Guillen was unable to attend the meeting.

SRP 2 LEGISLATIVE REPORT FOR SEPTEMBER

Director of Finance and Administration Judy Vaccaro-Fry presented an update regarding rolling stock procurement legislation, the FY 2020 Continuing Resolution, and Assembly Bills 784 and 1351.

She also noted that on September 18 the Federal Transit Administration announced a Notice of Funding Opportunity for Transit-Oriented

Development Planning in the amount of \$19.2 million. This funding will be awarded competitively to support comprehensive planning associated with new fixed guideway and core capacity improvement projects.

SRP 3 MAINTENANCE KEY PERFORMANCE INDICATORS REPORT FOR AUGUST 2019

Director of Fleet and Facilities Mark Perry presented the report. The Board discussed total fuel and maintenance cost assumptions at full buildout, the solar and battery storage project, and previous electric bills. Mr. Perry will include slides in future reports that show the average cost per kilowatt hour and the total savings to date when comparing the electric bus fleet to the diesel fleet.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF AUGUST 27, 2019

Approve the Board of Directors Regular Meeting Minutes of August 27, 2019.

CC 2 FINANCIAL REPORT FOR AUGUST 2019

Receive and file the financial report for August 2019.

Motion: Approve the Consent Calendar.

Moved by Director Loa, seconded by Vice Chair Knippel

Vote: Motion carried (5-0-0-1)

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

Nays: None

Abstain: None

Absent: Director Underwood–Jacobs

NEW BUSINESS (NB):

Chairman Crist requested NB 5 be presented first.

NB 5 RESOLUTION NO. 2019-007, REMOVAL OF SECTION 4.60 OF THE BYLAWS; ADDITION OF SECTION 3.30 OF THE BYLAWS

General Counsel Allison Burns stated staff is recommending a slight change to the language as presented in the staff report and agenda packet. The recommended change, shown in red, is to ensure only seated directors have the opportunity for the insurance coverage and stipend.

Directors of AUTHORITY shall serve without compensation except as set forth in this Section 3.30. Directors may receive travel expenses as BOARD shall from time to time approve. **Designated Directors (not alternates)** will also be eligible to receive either health insurance coverage at the same cost as other AVTA employees **with AVTA contributing a \$200 monthly premium reduction**, or if they opt out of the insurance coverage, they shall receive a stipend in the amount of two hundred dollars (\$200.00) per month.

Motion: Adopt Resolution No. 2019-007, amending the Bylaws to: (1) remove Section 4.60 entitled "Compensation" regarding the compensation of Board members, and reposition the language therein as new Section 3.30; and (2) change the heading of proposed new Section 3.30 to read "Compensation and Benefits" and add language to proposed new Section 3.30 to provide health care coverage for Board members, including the recommended revised language.

Moved by Vice Chair Knippel, Alternate Director Mac Laren

Vote: Motion carried (5-0-0-1)
Ayes: Chairman Crist, Vice Chair Knippel, Directors Flanagan, Loa, Alternate Director Mac Laren
Nays: None
Abstain: None
Absent: Director Underwood–Jacobs

Director Loa left the meeting at 10:43 a.m. to attend a previously scheduled engagement. The Board excused Director Loa's early meeting departure.

NB 1 ROUTES 5 AND 7 EARLY DEMONSTRATION PROJECTS

Mr. Tompkins presented the staff report. The Board discussed installing additional WAVE charging stations, the Regional Transit Plan, and potential partnerships with the school districts.

Motion: Authorize the Executive Director/CEO to implement the Routes 5 and 7 demonstration projects.

Moved by Director Flanagan, seconded by Vice Chair Knippel

Vote: Motion carried (4-0-0-2)
Ayes: Chairman Crist, Vice Chair Knippel, Director Flanagan, Alternate Director Mac Laren
Nays: None
Abstain: None
Absent: Directors Underwood–Jacobs and Loa

NB 2 CONTRACT #2020-02 TO VEHICLE TECHNICAL CONSULTANTS, INC. FOR QUARTERLY BUS FLEET INSPECTION SERVICES

The Board waived the presentation of the staff report.

Motion: Authorize the Executive Director/CEO to execute Contract #2020-02 for Quarterly Bus Fleet Inspections to Vehicle Technical Consultants, Inc., Beaumont, CA for one (1) year with two (2) optional one-year renewal options for a combined amount not to exceed \$100,000.

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: Directors Underwood–Jacobs and Loa

NB 3 SOLE SOURCE CONTRACT #2020-11 TO OPTIBUS, INC. FOR ELECTRIC BUS PLANNING, SCHEDULING AND RUN CUTTING SOFTWARE AS A SERVICE

The Board waived the presentation of the staff report.

Motion: Authorize the Executive Director/CEO to execute Sole Source Contract #2020-11 for Electric Bus Planning, Scheduling and Run Cutting Software as a Service (SaaS) to Optibus, Inc., San Francisco, CA for one (1) year with four (4) optional one-year renewal periods for a combined five-year amount not to exceed \$400,000.

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: Directors Underwood–Jacobs and Loa

NB 4 AMENDMENT NO. 1 TO CONTRACT #2016-31 WITH BYD COACH & MOTORS, INC. FOR THE 40, 45 AND 60-FOOT BATTERY ELECTRIC BUS PROJECT

The Board waived the presentation of the staff report.

Motion: Authorize the Executive Director/CEO to execute Amendment No. 1 to Contract #2016-31 with BYD Coach & Bus, Lancaster, CA, for a three (3) year time extension with an overall quantity increase of five buses.

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: Directors Underwood–Jacobs and Loa

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO

Executive Director/CEO Macy Neshati provided an update regarding the delivery of the 45-foot and 60-foot battery electric buses, and AVTA's book club. Mr. Neshati noted that AVTA has more electric buses in service, with 99% availability, than any other fleet in North America.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Chairman Crist thanked staff and the Board Directors for bringing the electric bus project to fruition. He stated the unions have come on board with trying to protect Kinkisharyo and BYD and are using their influence with California and Federal representatives to help us get through this. Chairman Crist thanked Kathryn Mac Laren for her assistance with the labor unions. He added that Lancaster Mayor Rex Parris receives many awards and recently received one from the Environmental Protection Agency.

Macy thanked the Board for their visionary move and ongoing support.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 10:57 a.m. to the Regular Meeting of the Board of Directors on October 22, 2019 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 22nd day of OCTOBER, 2019

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: October 22, 2019
TO: BOARD OF DIRECTORS
SUBJECT: Financial Report for September 2019

RECOMMENDATION

That the Board of Directors receive and file the financial report for September 2019.

FISCAL IMPACT

	September
PAYROLL	\$271,876
CASH DISBURSEMENTS	\$3,823,306

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
 Director of Finance and Administration

Macy Neshati
 Executive Director/CEO



DATE: October 22, 2019

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2019/2020 (FY 2020) First Quarter Los Angeles County Sheriff's Department Report (July 1 – September 30, 2019)

RECOMMENDATION

That the Board of Directors receive and file the FY 2020 First Quarter Los Angeles County Sheriff's Department Report for the period covering July 1 – September 30, 2019.

FISCAL IMPACT

No fiscal impact at this time.

DISCUSSION

Deputy Maselli and his K-9 partner Doc worked a total of 444 hours during the first quarter of FY 2019.

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 July 10, Deputy Maselli responded to AVTA bus 60709 Route 1 S/B regarding a 211J/O PC (Robbery). Suspect was arrested for 484(a) PC Petty Theft.

On July 14, an AVTA bus operator reported a 243.4(a) PC Sexual Battery and 664/287(c)(2) (a) PC Attempted Forced Oral Copulation. LASD Special Victims Bureau is investigating.

On July 17, Deputy Maselli responded to a bomb threat call on AVTA bus 40830 Route 4 located at Lancaster Blvd./Sierra Hwy and AVTA bus 4346 Route 4 located at 10th St West/Ave L-8. He deployed his explosive detection K9DOC on AVTA bus 40830 (Electric Fleet) and AVTA bus 4346 (Diesel Fleet). He and his K9 searched the entire two (2) buses and did not find any signs of an explosive device. K9DOC gave no indication of presence of explosive odor in the area. Later a male subject was arrested for 148.1(a) PC False Bomb Report.

On July 24, Deputy Maselli responded to PTC regarding an Assault with a Deadly Weapon call. Male subject was arrested for 273.5(a) PC Inflicting Corporal Injury on a Cohabitant and 11377(a) HS Possession of a Controlled Substance.

On August 5, Deputy Maselli responded to a Man with a Gun call at OMP. Male subject was arrested for 20120(a)(2) PC (Display Imitation Firearm on Sidewalk).

On September 21, Deputy Maselli arrested and cited driver for 22210 PC Possession of a Billy Club, 10802 CVC Tempering with Vehicle Identification Number, and 2800(a) CVC Refused to Comply with a Lawful Order of a Police Officer.

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

Citations	July 19	Aug 19	Sept 19
Suspended or Unlicensed Driver	4	5	2
Expired Registration	5	6	8
Registration Not in Vehicle	5	-	-
No Proof of Insurance	8	5	6
Drinking in Public (Bus Stops)	11	7	9
Failure to Have Both License Plates on Vehicle	7	2	3
Failure to Obey Posted Signs at Transit Centers	1	1	1
Impounded Vehicle	1	2	1
Outstanding Warrant Arrest	1	6	1
Driver's License Not in Possession	2	-	2

Using Cell Phone/Texting While Operating Vehicle	2	1	2
Defective Front Windshield	1	-	-
Failure to Stop at Red Light	1	-	-
Throwing Cigarette on Ground	-	-	1
Illegal Window Tint	-	-	1

During the month of July, Deputy Maselli issued twenty-three (23) citations, made nine (9) arrests and impounded one (1) vehicle. All citations were transit related and issued at transfer centers and bus stop locations. He donated thirty-two (32) hours to AVTA. He 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 August, Deputy Maselli issued nineteen (19) citations, made eleven (11) arrests, nine (9) warrants and impounded two (2) vehicle. All citations were transit related and issued at transfer centers and bus stop locations. He donated twenty-six (26) hours to AVTA. He 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 September, Deputy Maselli issued nineteen (19) citations, made five (5) arrests, one (1) warrants and impounded one (1) vehicle. All citations were transit related and issued at transfer centers and bus stop locations. He donated twenty (20) hours to AVTA. He 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:

Kelly Miller
DBE/EEO Compliance Officer

Macy Neshati
Executive Director/CEO



DATE: October 22, 2019
TO: BOARD OF DIRECTORS
SUBJECT: Board of Directors Meeting Calendar for 2020

RECOMMENDATION

That the Board of Directors approve the attached Board of Directors meeting calendar for 2020.

FISCAL IMPACT

This item does not have any fiscal impact.

BACKGROUND

The Board of Directors meetings are held on the fourth Tuesday of the month at 10:00 a.m. Due to the holidays in December, the Board members typically do not meet. If a special meeting is required or a meeting is cancelled during the year, the Clerk of the Board will post the necessary meeting notices. Staff recommends the Board approve the attached 2020 meeting calendar.

Prepared by:

Submitted by:

Karen Darr
Clerk of the Board

Macy Neshati
Executive Director/CEO

Attachment: A – 2020 Board of Directors Meetings Calendar



BOARD OF DIRECTORS 2020 MEETING CALENDAR

BOARD OF DIRECTORS
1/28/2020
2/25/2020
3/24/2020
4/28/2020
5/26/2020
6/23/2020
7/28/2020
8/25/2020
9/22/2020
10/27/2020
11/24/2020

Board of Directors meetings are held the fourth Tuesday of the month at 10:00 a.m.



DATE: October 22, 2019

TO: BOARD OF DIRECTORS

SUBJECT: Resolution No. 2019-008, Approving AVTA's Revised Security Emergency Preparedness Plan (SEPP)

RECOMMENDATION

That the Board of Directors adopt Resolution No. 2019-008, approving the Revised Security and Emergency Preparedness Plan, and authorize the Executive Director/CEO to enter into Memorandums of Understanding with local, county, state, and federal public safety service agencies as needed.

FISCAL IMPACT

Minor fiscal impact for emergency drills, training and emergency supplies.

BACKGROUND

At the February 28, 2012 meeting, the Board of Directors approved the SEPP. In November 2018, a consultant was hired to revise the document into a more comprehensive plan. The SEPP was developed to help the Authority manage and reduce vulnerabilities and risks and describe how the Authority will address safety and security, and sensitive security information.

The SEPP incorporates security measures into all aspects of AVTA's operations and services, including business administration and maintenance activities, and to establish a comprehensive and effective security program throughout the organization. The attached SEPP is a required document that must be prepared by applicants and recipients of Federal Transit Administration (FTA) funds for major capital projects.

The Authority's SEPP includes but is not limited to:

- Facility security review;
- Development of an emergency response plan;
- Conducting emergency response drills;
- Review and development of Standard Operating Procedures (SOP);
- Conducting community forums on security training;
- Partnering with other transit agencies, community and county First Responders;
- Identification and marking of sensitive security information as "SSI;" and
- Developing bomb threat procedures - whether on a bus or at AVTA.

Prepared by:

Submitted by:

Martin Tompkins
Senior Director of Operations and Planning

Macy Neshati
Executive Director/CEO

Attachments: A – Resolution No. 2019-008
B – Security and Emergency Preparedness Plan

The Security and Emergency Preparedness Plan is 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.

**BOARD OF DIRECTORS
ANTELOPE VALLEY TRANSIT AUTHORITY**

RESOLUTION NO. 2019-008

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE
VALLEY TRANSIT AUTHORITY ADOPTING THE AUTHORITY'S
REVISED SECURITY EMERGENCY PREPAREDNESS PLAN**

WHEREAS in the aftermath of September 11, 2001 the Federal Transit Administration required all transit agencies to develop and review their Safety and Security Emergency Program(s),

WHEREAS the Antelope Valley Transit Authority as a recipient of federal, state and local funds is required to develop such a program;

WHEREAS the Antelope Valley Transit Authority as the provider of transportation services for the City of Lancaster, City of Palmdale and the County of Los Angeles must establish and maintain a safe and reliable system;

WHEREAS the Antelope Valley Transit Authority Board of Directors hereby appoint the Executive Director/CEO or his or her designee as the Authority's lead in reference to the preparation and coordination of emergency plans and programs;

WHEREAS the Authority shall cooperate with other transit agencies, municipalities or counties for the purpose of jointly establishing and operating an Emergency Management Operations or Incident Command Centers;

WHEREAS the Authority's Executive Director/CEO or his or her designee may enter into agreements with and make payments to vendors or organizations for the provision of services in the development or implementation of emergency plans or programs during emergencies or disasters;

WHEREAS the Authority's Executive Director/CEO or his or her designee shall be empowered to make a declaration of an emergency when in the opinion of Executive Director/CEO or his or her designee an emergency exists; and

NOW THEREFORE, the Authority's Board of Directors enacts as follows:

The Authority's Security and Emergency Preparedness Plan (SEPP).

PASSED, APPROVED and ADOPTED this 22nd day of October, 2019 by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____ ABSENT: _____

Marvin Crist, Chairman

ATTEST:

APPROVED AS TO FORM:

Karen S. Darr, Clerk of the Board

Allison E. Burns, General Counsel



DATE: October 22, 2019

TO: BOARD OF DIRECTORS

SUBJECT: Amendment No. 2 to Contract #2015-03 with Transdev Services, Inc. for Dial-a-Ride Paratransit Services

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to execute Amendment No. 2 to Contract #2015-03 with Transdev Services, Inc. for an additional amount of \$332,378 and a three-month time extension, which includes a value added fee in the amount of \$5,000 per month for short-term agreement ending existing services on March 31, 2020.

FISCAL IMPACT

Sufficient funds will be included in the Fiscal Year 2019/2020 (FY 2020) Budget to pay for this needed service.

BACKGROUND

Transdev Services, Inc. has been providing Dial-a-Ride Paratransit services since the spring of 2015. Amendment No. 2 would add funds and a three-month time extension to complete the study and develop and issue a Request for Proposals for a new service incorporating the Strategic Plan for Integrated Transportation in the Antelope Valley study. This will allow staff to modify, implement and align new service changes being recommended.

Prepared by:

Submitted by:

Lyle A. Block, CPPB
Procurement and Contracts Officer

Macy Neshati
Executive Director/CEO

Attachment: A – Amendment No. 2 with Transdev Services, Inc.

**ANTELOPE VALLEY TRANSIT AUTHORITY
LANCASTER, CALIFORNIA
SERVICES CONTRACT AMENDMENT**

(Amendment to Change Contract Provisions During Contract Term)

CONTRACT NO. 2015-03 : AMENDMENT NO.: 2

This Amendment No. 2 (“Amendment No. 2” or “Amendment Number 2”) to the January 1, 2015, Services Contract, as amended by Amendment No. 1, and 2 (individually and collectively, “Agreement” or “Contract”), executed by and between **Antelope Valley Transit Authority**, 42210 6th St West, Lancaster, CA, 93534, (“Authority”), and **Transdev Services, Inc.** (Contractor), 720 E. Butterfield Rd., STE 300, Lombard, IL 60148, with an effective date of December 31, 2019.

RECITALS

1. Client owns, operates and maintains a public transportation service serving the Antelope Valley.
2. On or about January 1, 2015, Authority and Contractor entered into an agreement whereby Contractor would provide “Dial-A-Ride” Para Transit Services.
3. On or about May 2, 2019, Authority and Contractor entered into a contract amendment to extend the termination date to December 31, 2019.
4. The parties now desire to further amend the Agreement by adding additional time, funding and services.

THEREFORE, the parties hereto agree as follows:

1. The following changes are made to the above referenced contract number and shall be listed as Amendment No. 1:
 - a. Add additional funding of three hundred seventeen thousand, three hundred seventy-eight dollars (\$317,378.00) for regular services.
 - b. Add additional funding of fifteen thousand dollars (\$15,000) for a value added fee extending services.
 - c. Add a time extension of three (3) months. The new termination date of the Agreement shall be March 31, 2020.
2. In the event of any conflict between any provision of this Amendment No. 2, the Agreement, or the Proposal, the provisions of this Amendment No. 2, then the Agreement, shall govern.

3. Except as otherwise expressly modified by this Amendment No.2, all terms and conditions set forth in the Agreement shall continue in full force and effect. Nothing in this Amendment No. 2, shall be deemed to excuse or waive any failure by Contractor to satisfactorily perform all services required by the Agreement as it existed prior to the effective date of this Amendment No. 2.

CONTRACTOR AUTHORIZED SIGNATURE

TO EFFECTUATE THIS Amendment Number 2, the parties have caused their duly authorized representatives to execute the same by signing below.

Signature Title _____

Name (please print) Date _____

Signature Title _____

Name (please print) Date _____

NOTE: Contractor must sign above.
(Two (2) corporate signatures are required if a corporation)

ANTELOPE VALLEY TRANSIT AUTHORITY'S AUTHORIZED SIGNATURE

(This contract is not binding on AVTA until signed by the Board of Directors Chair or Executive Director/CEO or designee)

Approved:

Macy Neshati, Executive Director/CEO or Designee** Date _____



DATE: October 22, 2019

TO: BOARD OF DIRECTORS

SUBJECT: Contract #2020-05 to Taft Electric Company for Electric Bus Charging at 40th St. E. and Palmdale Blvd

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to execute Contract #2020-05 with Taft Electric Company, Ventura, CA, for electric bus charging at 40th St. E. and Palmdale Blvd for the amount of \$1,763,271, plus applicable permit fees and sales tax.

FISCAL IMPACT

Sufficient grant funds have been included in the FY 2020 Budget to pay for this project.

BACKGROUND

AVTA released a Request for Proposals (RFP) and awarded a subsequent contract to WAVE (Wireless Advanced Vehicle Electrification, Inc.) on May 24, 2016. Under this agreement, they are to deliver up to fifteen additional charging stations. The Board approved the last WAVE infrastructure construction project at the Palmdale Transportation Center at their regular meeting held on July 24, 2018.

AVTA released an Invitation for Bids (IFB) on September 5, 2019 for the installation of three high-power 250kW chargers at 40th St. E. and Palmdale Blvd. The three WAVE charging infrastructure improvements include a toilet and break room building, underground electrical service, concrete pads for electrical equipment, transformer pad, electrical equipment installation, 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 163 registered firms; twelve (12) from Lancaster, three (3) from Palmdale and an additional 148 firms outside of the Antelope Valley.

Staff conducted a mandatory pre-bid conference on September 12, 2019, with ten (10) firms attending. Two (2) addenda were released prior to the bid closing. The bid opening was held on October 3, 2019. Of the 163 firms that received notification of the IFB, only two (2) submitted bids. The firms that meet minimum requirements and their respective bid amounts are listed in the table below.

Firm	Location	Price
Taft Electric Company	Ventura, CA	\$1,763,271.00
Fast-Track Construction Corp.	Culver City, CA	\$2,035,878.00

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 Taft Electric Company. 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