

**PACKET**

**REGULAR BOARD OF DIRECTORS MEETING**

**February 12, 2025**

**9:00 AM**

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD ROOM

670 W. AVE L-8

Lancaster, CA 93534

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*In compliance with the Americans with Disabilities Act, note that if you are a disabled person and a need disability-related modification or accommodation to participate in this meeting, please contact Sherynn Morton by telephone at (661) 945-3621 or by email at s.morton@avsta.com. Requests must be made as early as possible and at least one (1) full business day prior to the start of the meeting.*

**1. CALL TO ORDER**

Call to order by Presiding Officer \_\_\_\_\_ at \_\_\_\_\_ a.m.

**2. ROLL CALL**

Antelope Valley Union High School District

Kevin Vensko, President

Westside Union School District

Rob Garza, Vice President

Lancaster School District

Larry Freise Ed. D., Clerk

Antelope Valley Union High School District

Rosemary Mann, Alternate

Westside Union School District

Jake Briggs Ed. D., Alternate

Lancaster School District

Duane Winn, Alternate

Antelope Valley Schools Transportation Agency

Morris Fuselier III, Secretary & CEO

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF AGENDA**

Request approval of the Agenda on February 12, 2025, as presented.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

**5. PUBLIC COMMENT**

*Members of the public who would like to address the Board on any item on the agenda may do so now or when the President requests comments from the public as the item is being considered by the Board. Please identify the agenda item you wish to discuss. Individual speakers are limited to three (3) minutes each, and the total time for public input on each item shall be limited to fifteen (15) minutes.*

<b>6.</b>	<b>CHIEF EXECUTIVE OFFICER'S REPORT</b>	<b>Page 5</b>
	<b>A. <i>Fall 2024 Perfect Attendance Recognition</i></b> <i>As Presented by Morris Fuselier, III.</i>	<b>Awards</b>
<b>7.</b>	<b>CLOSED SESSION</b>	<b>Page 6</b>
<b>009</b>	<b>The Board of Directors of the Antelope Valley Schools Transportation Agency adjourned to closed session at _____ to discuss the following:</b>	
	<b>1. <i>Government Code Section 54957: Public Employee Discipline/Dismissal/Release</i></b>	
	<b>2. <i>Government Code Section 54957.6: Conference with Labor Negotiator</i></b> <b><i>Agency Representative: Morris Fuselier, III, CEO</i></b> <b><i>Employee Organization: CSEA</i></b>	
<b>8.</b>	<b>RECONVENE TO OPEN SESSION</b>	
<b>010</b>	<b>The Board of Directors reconvened to open session at _____.</b>	
<b>9.</b>	<b>ACTION TAKEN AS A RESULT OF CLOSED SESSION</b>	
<b>10.</b>	<b>CHIEF EXECUTIVE OFFICER'S REPORT</b>	<b>Page 7</b>
	<b>A. <i>Audit Review</i></b> <i>As Presented by Christy White &amp; Associates</i>	<b>Page 8</b>
	<b>B. <i>Eide Bailly Report Review</i></b> <i>As Presented by Caroline Larson, CPA</i>	<b>Handout</b>
	<b>C. <i>Assessment Process Analysis/Board Policy Review</i></b> <i>As Presented by Morris Fuselier, III.</i>	<b>Page 68</b>
	<b>D. <i>Budget &amp; Accounts Receivable Updates</i></b> <i>As Presented by David Castillo</i>	<b>Page 108</b>

**E. Directors Update**

**1. Agency Operations**

*As Presented by Evie Strader*

**Page 110**

**2. Shop, CNG, Grant, & Infrastructure Projects Updates**

*As Presented by Jessica Sevilla & Joe Ordonez from A-Z Connect*

**Discussion**

**11. INDIVIDUAL ACTION ITEMS**

**011 CONSENT AGENDA ITEMS:**

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_*

**Page 111**

*A. Approval of Regular Minutes on January 8, 2025*

**Page 112**

*B. Approval of Special Minutes on January 24, 2025*

**Page 116**

*C. Approval of Special Minutes on January 31, 2025*

**Page 120**

*D. Commercial Warrants & Purchase Order for January 2025*

**Page 124**

*E. Personnel Schedule*

**Page 135**

**012 SALVAGE OF AGENCY BUSES**

**Page 136**

*It is requested the Board of Directors approve the salvage of (7) buses in the fleet starting February 13, 2025, as presented.*

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_*

**013 ISSUANCE OF RFP FOR PIGGYBACK AGREEMENT FOR EV INFRASTRUCTURE**

**Page 138**

*It is requested the Board of Directors approve issuance of RFP for piggyback agreement for EV infrastructure, as presented.*

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_*

**014 ISSUANCE OF RFP FOR PIGGYBACK AGREEMENT FOR EV VEHICLES**

**Page 170**

*It is requested the Board of Directors approve issuance of RFP for piggyback agreement for EV vehicles, as presented.*

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_*

**12. BOARD MEMBER COMMENTS**

**13. ADJOURNMENT**

**015 The Board of Directors adjourned its meeting at \_\_\_\_\_, on February 12, 2025.**

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_*

*The next regular meeting of the Board of Directors is scheduled for Wednesday, March 12, 2025, at 9:00AM. Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the Antelope Valley School's Transportation Agency Administrative Assistant's office, located at 670 West Avenue L-8, Lancaster, CA 93534 during normal business hours (8:00 am– 4:00 pm).*



**CHIEF EXECUTIVE OFFICER'S REPORT**

**SUBJECT:** CEO's Report

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**ACTION REQUIRED:**

None

**REFERENCE MATERIALS ATTACHED:**

**A. *Fall 2024 Perfect Attendance Recognition***  
*As Presented by Morris Fuselier, III.*

**Awards**

**CLOSED SESSION**

**SUBJECT:      CLOSED SESSION AGENDA ITEM # 009**

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**BACKGROUND:**

Under Government Code Section 52956.95, the Board of Directors is empowered to conduct a Closed Session to discuss claims for payment of liability losses, public liability losses or workers' compensation liability incurred by the joint powers agency or local agency member of the joint powers agency.

1.      ***Government Code Section 54957: Public Employee Discipline/Dismissal/Release***
  
2.      ***Government Code Section 54957.6: Conference with Labor Negotiator***  
          ***Agency Representative: Morris Fuselier, III.***  
          ***Employee Organization: CSEA***  
          *i.*

**ACTION REQUIRED:**

A majority vote by the full board.

**REFERENCE MATERIALS ATTACHED:**

Discussion

## CHIEF EXECUTIVE OFFICER'S REPORT

**SUBJECT:** CEO s Report

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**ACTION REQUIRED:**

None

**REFERENCE MATERIALS ATTACHED:**

- |           |   |                   |
|-----------|---|-------------------|
| <b>A.</b> | <b><i>Audit Review</i></b><br><i>As Presented by Christy White &amp; Associates</i>   | <b>Page 8</b>     |
| <b>B.</b> | <b><i>Eide Bailly Report Review</i></b><br><i>As Presented by Caroline Larson, CPA</i>  | <b>Handout</b>    |
| <b>C.</b> | <b><i>Assessment Process Analysis/Board Policy Review</i></b><br><i>As Presented by Morris Fuselier, III.</i>   | <b>Page 68</b>    |
| <b>D.</b> | <b><i>Budget &amp; Accounts Receivable Updates</i></b><br><i>As Presented by David Castillo</i>   | <b>Page 108</b>   |
| <b>E.</b> | <b><i>Directors Update</i></b><br><b><i>1. Agency Operations</i></b><br><i>As Presented by Evie Strader</i>   | <b>Page 110</b>   |
|           | <b><i>2. Shop, CNG, Grant, &amp; Infrastructure Projects Updates</i></b><br><i>As Presented by Jessica Sevilla &amp; Joe Ordonez from A-Z Connect</i> | <b>Discussion</b> |

# **ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**

**AUDIT REPORT  
JUNE 30, 2024**

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
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JUNE 30, 2024**

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# FINANCIAL SECTION

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Certified Public Accountants serving  
K-12 School Districts and Charter  
Schools throughout California

## REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

### Independent Auditors' Report

Governing Board  
Antelope Valley Schools Transportation Agency  
Lancaster, California

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the accompanying financial statements of the governmental activities and the major fund of the Antelope Valley Schools Transportation Agency, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Antelope Valley Schools Transportation Agency's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund, and the aggregate remaining fund information of the Antelope Valley Schools Transportation Agency, as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Antelope Valley Schools Transportation Agency and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Antelope Valley Schools Transportation Agency's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

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CEO'S REPORT  
REFERENCE A

## ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user of the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Antelope Valley Schools Transportation Agency's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Antelope Valley Schools Transportation Agency's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the required supplementary information, such as management's discussion and analysis, budgetary comparison information, schedule of changes in total OPEB liability and related ratios, schedules of proportionate share of net pension liability, and schedules of agency contributions for pensions be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



### **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Antelope Valley Schools Transportation Agency's basic financial statements. The supplementary information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### **Other Information**

Management is responsible for the other information included in the annual report. The other information comprises the Local Education Agency Organization Structure but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 15, 2024 on our consideration of the Antelope Valley Schools Transportation Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Antelope Valley Schools Transportation Agency's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Antelope Valley Schools Transportation Agency's internal control over financial reporting and compliance.



San Diego, California  
December 15, 2024

# ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY MANAGEMENT'S DISCUSSION AND ANALYSIS

## INTRODUCTION

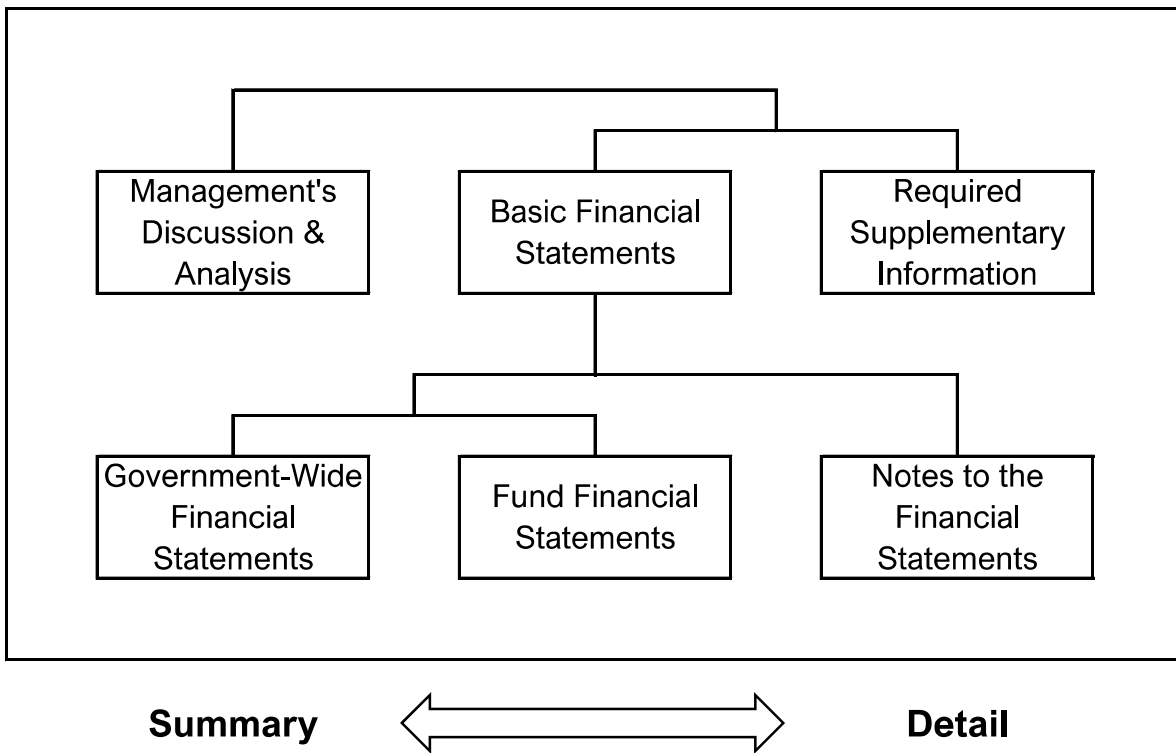
Our discussion and analysis of Antelope Valley Schools Transportation Agency's (Agency) financial performance provides an overview of the Agency's financial activities for the fiscal year ended June 30, 2024. It should be read in conjunction with the Agency's financial statements, which follow this section.

## FINANCIAL HIGHLIGHTS

- ▶ The Agency's net position was \$15,020,937 at June 30, 2024. This was an increase of \$11,015,323 from the prior year.
- ▶ Overall revenues were \$28,705,923 which exceeded expenses of \$17,690,600.

## OVERVIEW OF FINANCIAL STATEMENTS

### Components of the Financial Section



**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
MANAGEMENT'S DISCUSSION AND ANALYSIS, continued  
FOR THE YEAR ENDED JUNE 30, 2024**

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**OVERVIEW OF FINANCIAL STATEMENTS (continued)**

**Components of the Financial Section (continued)**

This annual report consists of three parts – Management's Discussion and Analysis (this section), the basic financial statements, and required supplementary information. The three sections together provide a comprehensive overview of the Agency. The basic financial statements are comprised of two kinds of statements that present financial information from different perspectives:

- ▶ **Government-wide financial statements**, which comprise the first two statements, provide both short-term and long-term information about the entity's overall financial position.
  
- ▶ **Fund financial statements** focus on reporting the individual parts of Agency operations in more detail. The fund financial statements comprise the remaining statements.
  - ▶ **Governmental Funds** provide a detailed *short-term* view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Agency's programs.

The financial statements also include notes that explain some of the information in the statements and provide more detailed data. The basic financial statements are followed by a section of required and other supplementary information that further explain and support the financial statements.

**Government-Wide Statements**

The government-wide statements report information about the Agency as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities, regardless of when cash is received or paid.

The two government-wide statements report the Agency's net position and how it has changed. Net position is one way to measure the Agency's financial health. Over time, increases or decreases in the Agency's net position are an indicator of whether its financial health is improving or deteriorating, respectively.

The government-wide financial statements of the Agency include governmental activities. All of the Agency's basic services are included here, such as transportation, maintenance and general administration.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
MANAGEMENT'S DISCUSSION AND ANALYSIS, continued  
FOR THE YEAR ENDED JUNE 30, 2024**

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**FINANCIAL ANALYSIS OF THE ENTITY AS A WHOLE**

**Net Position**

The Agency's net position was \$15,020,937 at June 30, 2024, as reflected in the table below. Of this amount, \$3,831,655 was unrestricted. Restricted net position is reported separately to show legal constraints from debt covenants and enabling legislation that limit the Governing Board's ability to use that net position for day-to-day operations.

	<b>Governmental Activities</b>		
	<b>2024</b>	<b>2023</b>	<b>Net Change</b>
<b>ASSETS</b>			
Current and other assets	\$ 17,488,616	\$ 9,993,509	\$ 7,495,107
Capital assets	12,323,192	7,537,470	4,785,722
<b>Total Assets</b>	<b>29,811,808</b>	<b>17,530,979</b>	<b>12,280,829</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	<b>5,713,745</b>	<b>5,665,943</b>	<b>47,802</b>
<b>LIABILITIES</b>			
Current liabilities	617,622	386,045	231,577
Long-term liabilities	17,481,028	16,321,228	1,159,800
<b>Total Liabilities</b>	<b>18,098,650</b>	<b>16,707,273</b>	<b>1,391,377</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<b>2,405,966</b>	<b>2,484,035</b>	<b>(78,069)</b>
<b>NET POSITION</b>			
Net investment in capital assets	11,189,282	6,828,568	4,360,714
Unrestricted	3,831,655	(2,822,954)	6,654,609
<b>Total Net Position</b>	<b>\$ 15,020,937</b>	<b>\$ 4,005,614</b>	<b>\$ 11,015,323</b>

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
MANAGEMENT'S DISCUSSION AND ANALYSIS, continued  
FOR THE YEAR ENDED JUNE 30, 2024**

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**FINANCIAL ANALYSIS OF THE ENTITY AS A WHOLE (continued)**

**Changes in Net Position**

The results of this year's operations for the Agency as a whole are reported in the Statement of Activities. The table below takes the information from the Statement and rearranges it slightly, so you can see our total revenues and expenses for the year.

	<b>Governmental Activities</b>		
	<b>2024</b>	<b>2023</b>	<b>Net Change</b>
<b>REVENUES</b>			
Program revenues			
Charges for services	\$ 25,819,128	\$ 25,114,951	\$ 704,177
General revenues			
Other	2,886,795	(140,252)	3,027,047
<b>Total Revenues</b>	<b>28,705,923</b>	<b>24,974,699</b>	<b>3,731,224</b>
<b>EXPENSES</b>			
Pupil services	13,410,910	16,044,024	(2,633,114)
General administration	1,222,249	617,852	604,397
Plant services	157,064	39,585	117,479
Ancillary services	1,410,421	1,252,308	158,113
Debt service	22,671	-	22,671
Depreciation	1,467,285	1,433,099	34,186
<b>Total Expenses</b>	<b>17,690,600</b>	<b>19,386,868</b>	<b>(1,696,268)</b>
<b>Change in net position</b>	<b>11,015,323</b>	<b>5,587,831</b>	<b>5,427,492</b>
<b>Net Position - Beginning</b>	<b>4,005,614</b>	<b>(1,582,217)</b>	<b>5,587,831</b>
<b>Net Position - Ending</b>	<b>\$ 15,020,937</b>	<b>\$ 4,005,614</b>	<b>\$ 11,015,323</b>

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
MANAGEMENT'S DISCUSSION AND ANALYSIS, continued  
FOR THE YEAR ENDED JUNE 30, 2024**

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**FINANCIAL ANALYSIS OF THE ENTITY AS A WHOLE (continued)**

**Changes in Net Position (continued)**

In the table below, we have presented the net cost of each of the Agency's functions.

	<b>Net Cost of Services</b>	
	<b>2024</b>	<b>2023</b>
Pupil services	\$ (12,408,218)	\$ (9,070,927)
General administration	1,222,249	617,852
Plant services	157,064	39,585
Ancillary services	1,410,421	1,252,308
Debt service	22,671	-
Depreciation	1,467,285	1,433,099
<b>Total</b>	<b>\$ (8,128,528)</b>	<b>\$ (5,728,083)</b>

**FINANCIAL ANALYSIS OF THE AGENCY'S MAJOR FUND**

The financial performance of the Agency as a whole is reflected in its governmental funds as well. As the Agency completed this year, its General Fund reported a fund balance of \$17,170,273, which is more than last year's ending fund balance of \$9,993,509.

**CURRENT YEAR BUDGET 2023-2024**

During the fiscal year, budget revisions and appropriation transfers are presented to the Board for their approval on a regular basis to reflect changes to both revenues and expenditures that become known during the year. In addition, the Board of Education approves financial projections included with the Adopted Budget, First Interim, and Second Interim financial reports. The Unaudited Actuals reflect the Agency's financial projections and current budget based on State and local financial information.

**CAPITAL ASSETS AND LONG-TERM LIABILITIES**

**Capital Assets**

By the end of 2023-2024 the Agency had invested \$12,323,192 in capital assets, net of accumulated depreciation.

	<b>Governmental Activities</b>		
	<b>2024</b>	<b>2023</b>	<b>Net Change</b>
<b>CAPITAL ASSETS</b>			
Land	\$ 1,308,598	\$ 1,308,598	\$ -
Construction in progress	17,126	61,903	(44,777)
Buildings & improvements	2,457,219	2,412,442	44,777
Furniture & equipment	29,592,778	23,417,563	6,175,215
Less: Accumulated depreciation	(21,052,529)	(19,663,036)	(1,389,493)
<b>Total</b>	<b>\$ 12,323,192</b>	<b>\$ 7,537,470</b>	<b>\$ 4,785,722</b>

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
MANAGEMENT'S DISCUSSION AND ANALYSIS, continued  
FOR THE YEAR ENDED JUNE 30, 2024**

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**CAPITAL ASSETS AND LONG-TERM LIABILITIES (continued)**

**Long-Term Liabilities**

At year-end, the Agency had \$17,481,028 in long-term liabilities, an increase of 7.11% from last year – as shown in the table below. More detailed information about the Agency's long-term liabilities is presented in footnotes to the financial statements.

	<b>Governmental Activities</b>		
	<b>2024</b>	<b>2023</b>	<b>Net Change</b>
<b>LONG-TERM LIABILITIES</b>			
Financed purchases	\$ 1,133,910	\$ 708,902	\$ 425,008
Compensated absences	193,273	320,929	(127,656)
Total OPEB liability	2,480,566	3,250,588	(770,022)
Net pension liability	13,972,558	12,426,854	1,545,704
Less: current portion of long-term liabilities	(299,279)	(386,045)	86,766
<b>Total</b>	<b>\$ 17,481,028</b>	<b>\$ 16,321,228</b>	<b>\$ 1,159,800</b>

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

At the time these financial statements were prepared and audited, the Agency was aware of several circumstances that could affect its future financial health.

In its June 2024 quarterly report, the UCLA Anderson Forecast stated the U.S. economy was not in a recession yet, but the forecast comes with a caution. Anti-inflation actions by the Federal Reserve could still trigger a near-term recession. The Federal Reserve has said that its actions will be dependent on data. If data shows that the labor market continues to remain robust and if another jobs report shows strong growth in payroll employment and inflation remains sticky, the Federal Reserve will likely err on the side of further tightening of monetary policy and thus, a mild recession later this year is the most likely. The Forecast anticipates that there will be a mild impact on the State of California's economy regardless of the Federal Reserve's policy actions. The California unemployment rate averages for 2023, 2025, and 2026 are expected to be 4.1%, 4.0% and 4.0%, respectively, and non-farm payroll jobs are expected to grow at rates of 2.0%, 1.3%, and 1.6%, during the same three years.

The Agency participates in the state employee pensions plan, California Public Employees' Retirement System (CalPERS) which currently underfunded. The Agency's proportionate share of the liability is reported in the Statement of Net Position as of June 30, 2024. The amount of the liability is material to the financial position of the Agency. The CalPERS projected employer contribution rate for 2024-25 is \_\_\_\_\_ percent. The projected increased pension costs to school employers remain a significant fiscal factor.

All of these factors were considered in preparing the Agency's budget for the 2024-25 fiscal year.

**CONTACTING THE AGENCY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, students, and investors and creditors with a general overview of the Agency's finances and to show the Agency's accountability for the money it receives. If you have questions about this report or need any additional financial information, contact the Business Office, 670 W. Ave. L-8, Lancaster, California 93534.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2024**

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	<b>Governmental Activities</b>
<b>ASSETS</b>	
Cash and investments	\$ 13,968,826
Accounts receivable	3,140,968
Inventory	377,421
Other current assets	1,401
Capital assets, not depreciated	1,325,724
Capital assets, net of accumulated depreciation	10,997,468
<b>Total Assets</b>	<b>29,811,808</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred outflows related to pensions	5,298,992
Deferred outflows related to OPEB	414,753
<b>Total Deferred Outflows of Resources</b>	<b>5,713,745</b>
<b>LIABILITIES</b>	
Accrued liabilities	318,343
Long-term liabilities, current portion	299,279
Long-term liabilities, non-current portion	17,481,028
<b>Total Liabilities</b>	<b>18,098,650</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Deferred inflows related to pensions	706,351
Deferred inflows related to OPEB	1,699,615
<b>Total Deferred Inflows of Resources</b>	<b>2,405,966</b>
<b>NET POSITION</b>	
Net investment in capital assets	11,189,282
Unrestricted	3,831,655
<b>Total Net Position</b>	<b>\$ 15,020,937</b>



**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2024**

Function/Programs	Expenses	Program Revenues	Net (Expenses) Revenues and Changes in Net Position
		Charges for Services	Governmental Activities
<b>GOVERNMENTAL ACTIVITIES</b>			
Pupil services			
Home-to-school transportation	\$ 13,410,910	\$ 25,819,128	\$ 12,408,218
General administration			
Centralized data processing	1,066,757	-	(1,066,757)
All other general administration	155,492	-	(155,492)
Plant services	157,064	-	(157,064)
Ancillary services	1,410,421	-	(1,410,421)
Interest on long-term debt	22,671	-	(22,671)
Depreciation (unallocated)	1,467,285	-	(1,467,285)
<b>Total Governmental Activities</b>	<b>\$ 17,690,600</b>	<b>\$ 25,819,128</b>	<b>8,128,528</b>
General revenues			
Interest and investment earnings			393,241
Interagency revenues			62,100
Miscellaneous			2,431,454
<b>Subtotal, General Revenue</b>			<b>2,886,795</b>
			<b>CHANGE IN NET POSITION</b>
			11,015,323
			<b>Net Position - Beginning</b>
			4,005,614
			<b>Net Position - Ending</b>
			<b>\$ 15,020,937</b>

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
GOVERNMENTAL FUNDS  
BALANCE SHEET  
JUNE 30, 2024**

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	<u>General Fund</u>
<b>ASSETS</b>	
Cash and investments	\$ 13,968,826
Accounts receivable	3,140,968
Stores inventory	377,421
Other current assets	1,401
<b>Total Assets</b>	<u>\$ 17,488,616</u>
<b>LIABILITIES</b>	
Accrued liabilities	\$ 318,343
<b>Total Liabilities</b>	<u>318,343</u>
<b>FUND BALANCES</b>	
Unassigned	<u>17,170,273</u>
<b>Total Fund Balances</b>	<u>17,170,273</u>
<b>Total Liabilities and Fund Balances</b>	<u>\$ 17,488,616</u>

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET  
POSITION  
JUNE 30, 2024**

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**Total Fund Balance - Governmental Funds** \$ 17,170,273

Amounts reported for assets and liabilities for governmental activities in the statement of net position are different from amounts reported in governmental funds because:

Capital assets:

In governmental funds, only current assets are reported. In the statement of net position, all assets are reported, including capital assets and accumulated depreciation:

Capital assets	\$ 33,375,721	
Accumulated depreciation	<u>(21,052,529)</u>	12,323,192

Long-term liabilities:

In governmental funds, only current liabilities are reported. In the statement of net position, all liabilities, including long-term liabilities, are reported. Long-term liabilities relating to governmental activities consist of:

Financed purchases	\$ 1,133,910	
Compensated absences	193,273	
Total OPEB liability	2,480,566	
Net pension liability	<u>13,972,558</u>	(17,780,307)

Deferred outflows and inflows of resources relating to pensions:

In governmental funds, deferred outflows and inflows of resources relating to pensions are not reported because they are applicable to future periods. In the statement of net position, deferred outflows and inflows of resources relating to pensions are reported.

Deferred outflows of resources related to pensions	\$ 5,298,992	
Deferred inflows of resources related to pensions	<u>(706,351)</u>	4,592,641

Deferred outflows and inflows of resources relating to OPEB:

In governmental funds, deferred outflows and inflows of resources relating to OPEB are not reported because they are applicable to future periods. In the statement of net position, deferred outflows and inflows of resources relating to OPEB are reported.

Deferred outflows of resources related to OPEB	\$ 414,753	
Deferred inflows of resources related to OPEB	<u>(1,699,615)</u>	(1,284,862)

**Total Net Position - Governmental Activities** \$ 15,020,937

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
GOVERNMENTAL FUNDS  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2024**

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	<u>General Fund</u>
<b>REVENUES</b>	
Other local sources	\$ 28,705,923
<b>Total Revenues</b>	<u>28,705,923</u>
<b>EXPENDITURES</b>	
Current	
Pupil services	
Home-to-school transportation	19,275,757
General administration	
Centralized data processing	1,066,757
All other general administration	31,068
Plant services	157,064
Ancillary services	1,400,850
Debt service	
Principal	386,045
Interest and other	22,671
<b>Total Expenditures</b>	<u>22,340,212</u>
<b>Excess (Deficiency) of Revenues</b>	
<b>Over Expenditures</b>	<u>6,365,711</u>
<b>Other Financing Sources (Uses)</b>	
Other sources	811,053
<b>Net Financing Sources (Uses)</b>	<u>811,053</u>
<b>NET CHANGE IN FUND BALANCE</b>	7,176,764
<b>Fund Balance - Beginning</b>	9,993,509
<b>Fund Balance - Ending</b>	<u>\$ 17,170,273</u>

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2024**

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**Net Change in Fund Balances - Governmental Funds** \$ 7,176,764

Amounts reported for governmental activities in the statement of activities are different from amounts reported in governmental funds because:

Capital outlay:

In governmental funds, the costs of capital assets are reported as expenditures in the period when the assets are acquired. In the statement of activities, costs of capital assets are allocated over their estimated useful lives as depreciation expense. The difference between capital outlay expenditures and depreciation expense for the period is:

Expenditures for capital outlay:	\$	6,377,431	
Depreciation expense:		<u>(1,467,285)</u>	4,910,146

Debt service:

In governmental funds, repayments of long-term debt are reported as expenditures. In the government-wide statements, repayments of long-term debt are reported as reductions of liabilities. Expenditures for repayment of the principal portion of long-term debt were:

386,045

Debt proceeds:

In governmental funds, proceeds from debt are recognized as Other Financing Sources. In the government-wide statements, proceeds from debt are reported as increases to liabilities. Amounts recognized in governmental funds as proceeds from debt, net of issue premium or discount, were:

(811,053)

Gain or loss from the disposal of capital assets:

In governmental funds, the entire proceeds from disposal of capital assets are reported as revenue. In the statement of activities, only the resulting gain or loss is reported. The difference between the proceeds from disposal of capital assets and the resulting gain or loss is:

(124,424)

Compensated absences:

In governmental funds, compensated absences are measured by the amounts paid during the period. In the statement of activities, compensated absences are measured by the amount earned. The difference between compensated absences paid and compensated absences earned, was:

127,656

Postemployment benefits other than pensions (OPEB):

In governmental funds, OPEB expenses are recognized when employer OPEB contributions are made. In the statement of activities, OPEB expenses are recognized on the accrual basis. This year, the difference between OPEB expenses and actual employer OPEB contributions was:

(11,702)

Pensions:

In governmental funds, pension costs are recognized when employer contributions are made. In the government-wide statement of activities, pension costs are recognized on the accrual basis. This year, the difference between accrual-basis pension costs and employer contributions was:

(638,109)

<b>Change in Net Position of Governmental Activities</b>	<b>\$</b>	<b><u>11,015,323</u></b>
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**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2024**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Financial Reporting Entity**

The Antelope Valley Schools Transportation Agency (the “Agency”) accounts for its financial transactions in accordance with the policies and procedures of the Department of Education's *California School Accounting Manual*. The accounting policies of the Agency conform to generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA).

A reporting entity is comprised of the primary government, component units, and other organizations that are included to ensure the financial statements are not misleading. The primary government of the Agency consists of all funds, departments and agencies that are not legally separate from the Agency. For the Agency, this includes general operations, student transportation, and other related activities.

**B. Component Units**

Component units are legally separate organizations for which the Agency is financially accountable. Component units may also include organizations that are fiscally dependent on the Agency in that the Agency approves their budget, the issuance of their debt or the levying of their taxes. In addition, component units are other legally separate organizations for which the Agency is not financially accountable but the nature and significance of the organization's relationship with the Agency is such that exclusion would cause the Agency's financial statements to be misleading or incomplete. The Agency has no such component units.

**C. Basis of Presentation**

**Government-Wide Statements.** The statement of net position and the statement of activities display information about the primary government (the Agency). These statements include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities.

The statement of activities presents a comparison between direct expenses and program revenue for each function of the Agency's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expense allocations that have been made in the funds have been reserved for the statement of activities. Program revenues include charges paid by the recipients of the goods or services offered by the programs. Revenues that are not classified as program revenues are presented as general revenues. The comparison of program revenues and expenses identifies the extent to which each program is self-financing or draws from the general revenues of the Agency.

**Fund Financial Statements.** The fund financial statements provide information about the Agency's funds. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as non-major funds.

Governmental funds are used to account for activities that are governmental in nature. Governmental activities include transportation of pupils and other related activities.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**C. Basis of Presentation (continued)**

**Major Governmental Funds**

**General Fund:** The General Fund is the main operating fund of the Agency. It is used to account for all activities except those that are required to be accounted for in another fund. In keeping with the minimum number of funds principle, all of the Agency's activities are reported in the General Fund unless there is a compelling reason to account for an activity in another fund. The Agency may have only one General Fund.

**D. Basis of Accounting – Measurement Focus**

**Government-Wide Financial Statements**

The government-wide financial statements are reported using the economic resources measurement focus. The government-wide financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Net Position equals assets and deferred outflows of resources minus liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. The net position should be reported as restricted when constraints placed on its use are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation. The net position restricted for other activities results from special revenue funds and the restrictions on their use.

**Governmental Funds**

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Governmental funds use the modified accrual basis of accounting.

**Revenues – Exchange and Non-Exchange Transactions**

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded under the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. "Available" means the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. Generally, "available" means collectible within the current period or within 60 days after year-end.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**D. Basis of Accounting – Measurement Focus (continued)**

**Revenues – Exchange and Non-Exchange Transactions, (continued)**

Non-exchange transactions, in which the Agency receives value without directly giving equal value in return, include property taxes, grants, and entitlements. Under the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from the grants and entitlements is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Eligibility requirements include timing requirements, which specify the year when the resources are to be used or the fiscal year when use is first permitted; matching requirements, in which the Agency must provide local resources to be used for a specific purpose; and expenditure requirements, in which the resources are provided to the Agency on a reimbursement basis. Under the modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

**Unearned Revenue**

Unearned revenue arises when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period or when resources are received by the Agency prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the Agency has a legal claim to the resources, the liability for unearned revenue is removed from the balance sheet and revenue is recognized.

Certain grants received that have not met eligibility requirements are recorded as unearned revenue. On the governmental fund financial statements, receivables that will not be collected within the available period are also recorded as unearned revenue.

**Expenses/Expenditures**

On the accrual basis of accounting, expenses are recognized at the time a liability is incurred. On the modified accrual basis of accounting, expenditures are generally recognized in the accounting period in which the related fund liability is incurred, as under the accrual basis of accounting. However, under the modified accrual basis of accounting, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. Allocations of cost, such as depreciation and amortization, are not recognized in the governmental funds. When both restricted and unrestricted resources are available for use, it is the Agency's policy to use restricted resources first, then unrestricted resources as they are needed.



**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
 NOTES TO FINANCIAL STATEMENTS, continued  
 JUNE 30, 2024**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, Fund Balance and Net Position**

**Cash and Cash Equivalents**

The Agency’s cash and cash equivalents consist of cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. Cash equivalents also include cash with county treasury balances for purposes of the statement of cash flows.

**Investments**

Investments with original maturities greater than one year are stated at fair value. Fair value is estimated based on quoted market prices at year-end. All investments not required to be reported at fair value are stated at cost or amortized cost. Fair values of investments in county and State investment pools are determined by the program sponsor.

**Inventories**

Inventories are valued at cost using the first-in/first-out (FIFO) method. The costs of governmental fund type inventories are recorded as expenditures when consumed rather than when purchased.

**Capital Assets**

The accounting and reporting treatment applied to the capital assets associated with a fund is determined by its measurement focus. Capital assets are reported in the governmental activities column of the government-wide statement of net position but are not reported in the fund financial statements.

Capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their acquisition value as of the date received. The Agency maintains a capitalization threshold of \$5,000. The Agency does not own any infrastructure as defined in GASB Statement No. 34. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset’s life are not capitalized. All reported capital assets, except for land and construction in progress, are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets.

Depreciation is computed using the straight-line method over the following estimated useful lives:

<u>Asset Class</u>	<u>Estimated Useful Life</u>
Buildings and Improvements	5 – 50 years
Furniture and Equipment	5 – 15 years

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, Fund Balance and Net Position (continued)**

**Compensated Absences**

Accumulated unpaid employee vacation benefits are accrued as a liability as the benefits are earned. The entire compensated absence liability is reported on the government-wide financial statements. For governmental funds, the current portion of unpaid compensated absences is recognized upon the occurrence of relevant events such as employee resignations and retirements that occur prior to year-end that have not yet been paid with expendable available financial resource. These amounts are recorded in the fund from which the employees who have accumulated leave are paid.

Accumulated sick leave benefits are not recognized as liabilities of the Agency. The Agency's policy is to record sick leave as an operating expense in the period taken because such benefits do not vest, nor is payment probable; however, unused sick leave is added to the creditable service period for calculation of retirement benefits when the employee retires.

**Accrued Liabilities and Long-Term Obligations**

All payables, accrued liabilities, and long-term obligations are reported in the government-wide and proprietary fund financial statements. In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the funds.

**Postemployment Benefits Other Than Pensions (OPEB)**

For purposes of measuring the total OPEB liability, deferred outflows of resources related to OPEB and deferred inflows of resources related to OPEB, and OPEB expense have been determined by an independent actuary. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms.

Generally accepted accounting principles require the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date	July 1, 2023
Measurement Date	June 30, 2023
Measurement Period	July 1, 2022 to June 30, 2023

Gains and losses related to changes in total OPEB liability are recognized in OPEB expense systematically over time. The first amortized amounts are recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. The amortization period differs depending on the source of gain or loss. The difference between projected and actual earnings is amortized on a straight-line basis over five years. All other amounts are amortized on a straight-line basis over the average expected remaining service lives of all members that are provided with benefits (active, inactive, and retired) at the beginning of the measurement period.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, Fund Balance and Net Position (continued)**

**Deferred Outflows/Deferred Inflows of Resources**

In addition to assets, the Agency will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the Agency will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time.

**Pensions**

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the defined benefit pension plan (the Plan) of the California Public Employees' Retirement System (CalPERS) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**Fund Balance**

Fund balance is divided into five classifications based primarily on the extent to which the Agency is bound to observe constraints imposed upon the use of the resources in the governmental funds. The classifications are as follows:

*Nonspendable* - The nonspendable fund balance classification reflects amounts that are not in spendable form. Examples include inventory, prepaid items, the long-term portion of loans receivable, and nonfinancial assets held for resale. This classification also reflects amounts that are in spendable form but that are legally or contractually required to remain intact, such as the principal of a permanent endowment.

*Restricted* - The restricted fund balance classification reflects amounts subject to externally imposed and legally enforceable constraints. Such constraints may be imposed by creditors, grantors, contributors, or laws or regulations of other governments, or may be imposed by law through constitutional provisions or enabling legislation.

*Committed* - The committed fund balance classification reflects amounts subject to internal constraints self-imposed by formal action of the Governing Board. The constraints giving rise to committed fund balance must be imposed no later than the end of the reporting period. The actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements. In contrast to restricted fund balance, committed fund balance may be redirected by the government to other purposes as long as the original constraints are removed or modified in the same manner in which they were imposed, that is, by the same formal action of the Governing Board.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, Fund Balance and Net Position (continued)**

**Fund Balance (continued)**

*Assigned* - The assigned fund balance classification reflects amounts that the government *intends* to be used for specific purposes. Assignments may be established either by the Governing Board or by a designee of the governing body and are subject to neither the restricted nor committed levels of constraint. In contrast to the constraints giving rise to committed fund balance, constraints giving rise to assigned fund balance are not required to be imposed, modified, or removed by formal action of the Governing Board. The action does not require the same level of formality and may be delegated to another body or official. Additionally, the assignment need not be made before the end of the reporting period, but rather may be made any time prior to the issuance of the financial statements.

*Unassigned* - In the General Fund only, the unassigned fund balance classification reflects the residual balance that has not been assigned to other funds and that is not restricted, committed, or assigned to specific purposes. However, deficits in any fund, including the General Fund that cannot be eliminated by reducing or eliminating amounts assigned to other purposes are reported as negative unassigned fund balance.

The Agency applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

**F. Estimates**

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**G. Budgetary Data**

The budgetary process is prescribed by provisions of the California Education Code and requires the governing board to hold a public hearing and adopt an operating budget no later than July 1 of each year. The Agency governing board satisfied these requirements. The adopted budget is subject to amendment throughout the year to give consideration to unanticipated revenue and expenditures primarily resulting from events unknown at the time of budget adoption with the legal restriction that expenditures cannot exceed appropriations by major object account.

The amounts reported as the original budgeted amounts in the budgetary statements reflect the amounts when the original appropriations were adopted. The amounts reported as the final budgeted amounts in the budgetary statements reflect the amounts after all budget amendments have been accounted for. For purposes of the budget, on-behalf payments have not been included as revenue and expenditures as required under generally accepted accounting principles.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**H. New Accounting Pronouncements**

**GASB Statement No. 99** – In April 2022, GASB issued Statement No. 99, *Omnibus 2022*. The objectives of this statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing (1) practice issues that have been identified during implementation and application of certain GASB Statements and (2) accounting and financial reporting for financial guarantees. The statement addresses various practice issues, including: (a) clarification of provisions in Statement No. 87, *Leases*, as amended, related to the determination of the lease term, classification of a lease as a short-term lease, recognition and measurement of a lease liability and a lease asset, and identification of lease incentives, (b) disclosures related to nonmonetary transactions; clarification of provisions in Statement No. 34, *Basic Financial Statements—and Management’s Discussion and Analysis—for State and Local Governments*, as amended, related to the focus of the government-wide financial statements, (c) terminology updates related to certain provisions of Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and (d) terminology used in Statement 53 to refer to resource flows statements. A portion of this statement was effective upon issuance, while the remaining portions of this statement were effective for periods beginning after June 15, 2022 and for periods beginning after June 15, 2023. The Agency has fully implemented this Statement as of June 30, 2024.

**GASB Statement No. 100** – In June 2022, GASB issued Statement No. 100, *Accounting Changes and Error Corrections* – an amendment of GASB Statement No. 62. The primary objective of this statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. This statement is effective for periods beginning after June 15, 2023. The Agency has fully implemented this Statement as of June 30, 2024.

**GASB Statement No. 101** – In June 2022, GASB issued Statement No. 101, *Compensated Absences*. The objective of this statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. This statement is effective for periods beginning after December 15, 2023. The Agency has not yet determined the impact on the financial statements.

**GASB Statement No. 102** – In December 2023, GASB issued Statement No. 102, *Certain Risk Disclosures*. This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. This statement is effective for periods beginning after June 15, 2024. The Agency has not yet determined the impact on the financial statements.

**GASB Statement No. 103** – In April 2024, GASB issued Statement No. 103, *Financial Reporting Model Improvements*. The objective of this Statement is to improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government’s accountability. This Statement also addresses certain application issues. The statement is effective for periods beginning after June 15, 2025. The Agency has not yet determined the impact on the financial statements.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 2 – CASH AND INVESTMENTS**

**A. Summary of Cash and Investments**

	<b>Governmental</b>
	<b>Activities</b>
Investment in county treasury	\$ 14,457,618
Fair value adjustment	(553,759)
Cash on hand and in banks	62,467
Cash in revolving fund	2,500
<b>Total</b>	<b>\$ 13,968,826</b>

**B. Policies and Practices**

The Agency is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the state; U.S. Treasury instruments; registered state warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; collateralized mortgage obligations; and the County Investment Pool.

**Investment in County Treasury** – The Agency maintains substantially all of its cash in the County Treasury in accordance with *Education Code Section 41001*. The Los Angeles County Treasurer’s pooled investments are managed by the County Treasurer who reports on a monthly basis to the board of supervisors. In addition, the function of the County Treasury Oversight Committee is to review and monitor the County’s investment policy. The committee membership includes the Treasurer and Tax Collector, the Auditor-Controller, Chief Administrative Officer, Superintendent of Schools Representative, and a public member. The fair value of the Agency’s investment in the pool is based upon the Agency’s pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

**C. General Authorizations**

Except for investments by trustees of debt proceeds, the authority to invest Agency funds deposited with the county treasury is delegated to the County Treasurer and Tax Collector. Additional information about the investment policy of the County Treasurer and Tax Collector may be obtained from its website. The table below identifies the investment types permitted by California Government Code.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 2 – CASH AND INVESTMENTS (continued)**

**C. General Authorizations (continued)**

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U. S. Treasury Obligations	5 years	None	None
U. S. Agency Securities	5 years	None	None
Banker’s Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Corporate Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

**D. Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Agency manages its exposure to interest rate risk by investing in the County Treasury. The Agency maintains a pooled investment with the County Treasury with a fair value of approximately \$13,903,859. The average weighted maturity for this pool is 668 days.

**E. Credit Risk**

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The investments in the County Treasury are not required to be rated.

**F. Custodial Credit Risk – Deposits**

This is the risk that in the event of a bank failure, the Agency's deposits may not be returned to it. The Agency does not have a policy for custodial credit risk for deposits. However, the California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law. The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits. As of June 30, 2024, the Agency's bank balance was not exposed to custodial credit risk.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 2 – CASH AND INVESTMENTS (continued)**

**G. Fair Value**

The Agency categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

Level 1 - Quoted prices (unadjusted) in active markets for identical assets.

Level 2 - Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, either directly or indirectly.

Level 3 - Unobservable inputs should be developed using the best information available under the circumstances, which might include the Agency's own data. The Agency should adjust that data if reasonable available information indicates that other market participants would use different data or certain circumstances specific to the Agency are not available to other market participants.

Uncategorized - Investments in the Los Angeles County Treasury Investment Pool is not measured using the input levels above because the Agency's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

The Agency's fair value measurements at June 30, 2024 were as follows:

	<b><u>Uncategorized</u></b>
Investment in county treasury	\$ 13,903,859
<b>Total</b>	<b><u>\$ 13,903,859</u></b>

**NOTE 3 – ACCOUNTS RECEIVABLE**

Accounts receivable at June 30, 2024 consisted of the following:

	<b><u>General Fund</u></b>
Local Government	
Other local sources	\$ 3,140,968
<b>Total</b>	<b><u>\$ 3,140,968</u></b>



**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

**NOTE 4 – CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2024 was as follows:

	Balance July 01, 2023	Additions	Deletions	Balance June 30, 2024
<b>Governmental Activities</b>				
Capital assets not being depreciated				
Land	\$ 1,308,598	\$ -	\$ -	\$ 1,308,598
Construction in progress	61,903	-	44,777	17,126
Total capital assets not being depreciated	1,370,501	-	44,777	1,325,724
Capital assets being depreciated				
Buildings & improvements	2,412,442	44,777	-	2,457,219
Furniture & equipment	23,417,563	6,377,431	202,216	29,592,778
Total capital assets being depreciated	25,830,005	6,422,208	202,216	32,049,997
Less: Accumulated depreciation				
Buildings & improvements	1,850,199	88,396	-	1,938,595
Furniture & equipment	17,812,837	1,378,889	77,792	19,113,934
Total accumulated depreciation	19,663,036	1,467,285	77,792	21,052,529
Total capital assets being depreciated, net	6,166,969	4,954,923	124,424	10,997,468
<b>Governmental Activities</b>				
<b>Capital Assets, net</b>	<b>\$ 7,537,470</b>	<b>\$ 4,954,923</b>	<b>\$ 169,201</b>	<b>\$ 12,323,192</b>

**NOTE 5 – ACCRUED LIABILITIES**

Accrued liabilities at June 30, 2024 consisted of the following:

	<b>General Fund</b>
Vendors payable	\$ 318,343
<b>Total</b>	<b>\$ 318,343</b>

**NOTE 6 – LONG-TERM LIABILITIES**

A schedule of changes in long-term liabilities for the year ended June 30, 2024 consisted of the following:

	Balance July 01, 2023	Additions	Deductions	Balance June 30, 2024	Balance Due In One Year
<b>Governmental Activities</b>					
Financed purchases	\$ 708,902	\$ 811,053	\$ 386,045	\$ 1,133,910	\$ 299,279
Compensated absences	320,929	-	127,656	193,273	-
Total OPEB liability	3,250,588	-	770,022	2,480,566	-
Net pension liability	12,426,854	1,545,704	-	13,972,558	-
<b>Total</b>	<b>\$ 16,707,273</b>	<b>\$ 2,356,757</b>	<b>\$ 1,283,723</b>	<b>\$ 17,780,307</b>	<b>\$ 299,279</b>

- Payments for financed purchases are made in the General Fund.
- Payments for compensated absences are liquidated in the General Fund.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 6 – LONG-TERM LIABILITIES (continued)**

**A. Financed Purchases**

The Agency entered into various agreements with options to purchase. Future minimum payments are as follows:

<u>Year Ended June 30,</u>	<u>Payment</u>
2025	\$ 369,814
2026	369,814
2027	196,697
2028	196,697
2029	196,697
Total minimum lease payments	1,329,719
Less amount representing interest	(195,809)
Present value of minimum lease payments	<u>\$ 1,133,910</u>

**B. Compensated Absences**

Total unpaid employee compensated absences as of June 30, 2024 amounted to \$193,273. This amount is included as part of long-term liabilities in the government-wide financial statements.

**C. Other Postemployment Benefits**

The Agency’s beginning total OPEB liability was \$3,250,588 and decreased by \$770,022 during the year ended June 30, 2024. The ending total OPEB liability at June 30, 2024 was \$2,480,566. See Note 8 for additional information regarding the total OPEB liability.

**D. Net Pension Liability**

The Agency’s beginning net pension liability was \$12,426,854 and increased by \$1,545,704 during the year ended June 30, 2024. The ending net pension liability at June 30, 2024 was \$13,972,558. See Note 9 for additional information regarding the net pension liability.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
 NOTES TO FINANCIAL STATEMENTS, continued  
 JUNE 30, 2024**

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**NOTE 7 – FUND BALANCES**

Fund balances were composed of the following elements at June 30, 2024:

Unassigned	<u>General Fund</u>
	<u>\$ 17,170,273</u>
<b>Total</b>	<u>\$ 17,170,273</u>

The Agency is committed to maintaining a prudent level of financial resources to protect against the need to reduce service levels because of temporary revenue shortfalls or unpredicted expenditures. The Agency’s Minimum Fund Balance Policy requires a Reserve for Economic Uncertainties, consisting of unassigned amounts, equal to no less than 5 percent of General Fund expenditures and other financing uses.

**NOTE 8 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)**

**A. Plan Description**

The Antelope Valley Schools Transportation Agency’s defined benefit OPEB plan, Antelope Valley Schools Transportation Agency Retiree Benefit Plan (the Plan) is described below. The Plan is a single-employer defined benefit plan administered by the Agency. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement 75.

**B. Benefits Provided**

Both classified bargaining unit employees and management/confidential employees must have attained age 55 and completed at least 15 years of service to be eligible for Agency paid retiree healthcare benefits. For classified bargaining unit employees hired on or after July 1, 2009, the service requirement is 20 years rather than 15. The Agency pays a percentage of the cost of single or two-party coverage for an eligible retiree.

Classified retirees retiring before age 60 receive an Agency contribution of 50% of their medical premiums. Classified retirees retiring at or after age 60 receive an Agency contribution of 100% of their medical premiums. Management/confidential retirees receive an Agency contribution of 100% of their medical and dental premiums. Agency paid benefits end at age 65 for both groups.

Effective July 1, 2013, members receiving disability retirement from CalPERS and who have attained age 50 and completed 25 years of service are eligible to receive a contribution of 50% of premiums for medical benefits for the lesser of 10 years or until age 65.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 8 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (continued)**

**C. Contributions**

For the measurement period, the Agency contributed \$132,307 to the Plan, all of which was used for current premiums.

**D. Plan Membership**

Membership of the Plan consisted of the following:

	<u>Number of participants</u>
Inactive employees receiving benefits	11
Inactive employees entitled to but not receiving benefits*	-
Participating active employees	<u>160</u>
<b>Total number of participants**</b>	<b><u>171</u></b>

\*Information not provided

\*\*As of the June 30, 2023 valuation date

**E. Total OPEB Liability**

The Antelope Valley Schools Transportation Agency’s total OPEB liability of \$2,480,566 was measured as of June 30, 2023 and was determined by an actuarial valuation as of that date.

**F. Actuarial Assumptions and Other Inputs**

The total OPEB liability as of June 30, 2024 was determined by an actuarial valuation as of June 30, 2023 using the following actuarial assumptions and other inputs, applied to all periods included in the measurement.

**Economic assumptions:**

Inflation	2.50%
Salary increases rate	3.00%
Discount rate	3.86%
Healthcare cost trend rates	5.50% for 2024, 5.25% for 2025-2029, 5.00% for 2030-2039, 4.75% for 2040-2049, 4.50% for 2050-2069, and 4.00% for 2070 and later years; Medicare ages: 4.50% for 2024-2029 and 4.00% for 2030 and later years

**Non-economic assumptions:**

Preretirement Mortality	Preretirement Mortality Rates for Public Agency Miscellaneous from 2021 CalPERS Experience Study
Postretirement Mortality	Postretirement Mortality Rates for Public Agency Miscellaneous from 2021 CalPERS Experience Study

The actuarial assumptions used in the June 30, 2023, valuation were based on a review of plan experience during the period July 1, 2021 to June 30, 2023.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 8 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (continued)**

**G. Changes in Total OPEB Liability**

	<u>June 30, 2024</u>
<b>Total OPEB Liability</b>	
Service cost	\$ 151,614
Interest on total OPEB liability	123,122
Difference between expected and actual experience	(682,931)
Changes of assumptions	(229,520)
Benefits payments	<u>(132,307)</u>
Net change in total OPEB liability	(770,022)
Total OPEB liability - beginning	<u>3,250,588</u>
Total OPEB liability - ending	<u>\$ 2,480,566</u>
Covered-employee payroll	\$ 8,438,223
Agency's total OPEB liability as a percentage of covered-employee payroll	29.40%

**H. Sensitivity of the Total OPEB Liability to Changes in the Discount Rate**

The following presents the total OPEB liability of the Antelope Valley Schools Transportation Agency, as well as what the Agency's total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current discount rate:

	<b>1% Decrease</b>	<b>Valuation Discount Rate</b>	<b>1% Increase</b>
	<u>(2.86%)</u>	<u>(3.86%)</u>	<u>(4.86%)</u>
Total OPEB liability	\$ 2,698,145	\$ 2,480,566	\$ 2,287,541

**I. Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rate**

The following presents the total OPEB liability of the Antelope Valley Schools Transportation Agency, as well as what the Agency's total OPEB liability would be if it were calculated using a healthcare cost trend rate that is one percentage point lower or one percentage point higher than the current healthcare cost trend rate:

	<b>1% Decrease</b>	<b>Healthcare Cost Trend Rate</b>	<b>1% Increase</b>
	<u>(4.50%)</u>	<u>(5.50%)</u>	<u>(6.50%)</u>
Total OPEB liability	\$ 2,220,409	\$ 2,480,566	\$ 2,799,071

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 8 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (continued)**

**J. OPEB Expense and Deferred Outflows and Deferred Inflows of Resources Related to OPEB**

For the year ended June 30, 2024, the Antelope Valley Schools Transportation Agency recognized OPEB expense of \$98,679. At June 30, 2024, the Antelope Valley Schools Transportation Agency reported deferred outflows of resources related to OPEB and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -	\$ 1,074,585
Changes in assumptions	327,776	625,030
Agency contributions subsequent to the measurement date	86,977	-
<b>Total</b>	<u>\$ 414,753</u>	<u>\$ 1,699,615</u>

The \$86,977 reported as deferred outflows of resources related to OPEB resulting from Agency contributions subsequent to the measurement date will be recognized as a reduction of the total OPEB liability in the year ended June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Year Ended June 30,</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
2025	\$ 77,671	\$ 253,728
2026	77,671	253,724
2027	77,671	239,189
2028	54,053	206,430
2029	23,945	192,394
Thereafter	16,765	554,150
<b>Total</b>	<u>\$ 327,776</u>	<u>\$ 1,699,615</u>

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 9 – PENSION PLANS**

Qualified employees are covered under a multiple-employer contributory retirement plan maintained by an agency of the State of California. Classified employees are members of the California Public Employees' Retirement System (CalPERS). The Agency reported its proportionate share of the net pension liabilities, pension expense, deferred outflow of resources, and deferred inflow of resources for each of the above plans as follows:

	<u>Net pension liability</u>	<u>Deferred outflows related to pensions</u>	<u>Deferred inflows related to pensions</u>	<u>Pension expense</u>
CalPERS Pension	\$ 13,972,558	\$ 5,298,992	\$ 706,351	\$ 2,429,064
<b>Total</b>	<b>\$ 13,972,558</b>	<b>\$ 5,298,992</b>	<b>\$ 706,351</b>	<b>\$ 2,429,064</b>

**A. California Public Employees' Retirement System (CalPERS)**

**Plan Description**

The Agency contributes to the School Employer Pool under the California Public Employees' Retirement System (CalPERS); a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalPERS. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the Public Employees' Retirement Laws. CalPERS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the CalPERS annual financial report may be obtained from the CalPERS Executive Office, 400 P Street, Sacramento, CA 95811.

**Benefits Provided**

The benefits for the defined benefit plan are based on members' years of service, age, final compensation, and benefit formula. Benefits are provided for disability, death, and survivors of eligible members or beneficiaries. Members become fully vested in their retirement benefits earned to date after five years of credited service.

**Contributions**

Active plan members who entered into the plan prior to January 1, 2013, are required to contribute 7.0% of their salary. The California Public Employees' Pension Reform Act (PEPRA) specifies that new members entering into the plan on or after January 1, 2013, shall pay the higher of fifty percent of normal costs or 7.0% of their salary. Additionally, for new members entering the plan on or after January 1, 2013, the employer is prohibited from paying any of the employee contribution to CalPERS unless the employer payment of the member's contribution is specified in an employment agreement or collective bargaining agreement that expires after January 1, 2013.

The Agency is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the CalPERS Board of Administration. The required employer contribution rate for fiscal year 2024 was 25.37% of annual payroll. Contributions to the plan from the Agency were \$1,790,955 for the year ended June 30, 2024.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 9 – PENSION PLANS (continued)**

**A. California Public Employees’ Retirement System (CalPERS) (continued)**

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

At June 30, 2024, the Agency reported a liability of \$13,972,558 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by applying update procedures to an actuarial valuation as of June 30, 2022 and rolling forward the total pension liability to June 30, 2023.

For the year ended June 30, 2024, the Agency recognized pension expense of \$2,429,064. At June 30, 2024, the Agency reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between projected and actual earnings on plan investments	\$ 2,075,622	\$ -
Differences between expected and actual experience	899,421	706,351
Changes in assumptions	532,994	-
Agency contributions subsequent to the measurement date	1,790,955	-
<b>Total</b>	<u>\$ 5,298,992</u>	<u>\$ 706,351</u>

The \$1,790,955 reported as deferred outflows of resources related to pensions resulting from Agency contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended June 30,</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
2025	\$ 1,528,318	\$ 706,351
2026	520,651	-
2027	1,397,344	-
2028	61,724	-
<b>Total</b>	<u>\$ 3,508,037</u>	<u>\$ 706,351</u>



**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 9 – PENSION PLANS (continued)**

**A. California Public Employees’ Retirement System (CalPERS) (continued)**

**Actuarial Assumptions**

The total pension liability was determined by applying update procedures to an actuarial valuation as of June 30, 2022, and rolling forward the total pension liability to June 30, 2023 using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.30%
Discount Rate	6.90%
Salary Increases	Varies by Entry Age and Service

CalPERS uses custom mortality tables to best fit the patterns of mortality among its members. These custom tables are derived using CalPERS’ membership data for all funds. The table includes 15 years of mortality improvements using the Society of Actuaries Scale 80% of scale MP 2020.

The actuarial assumptions used in the June 30, 2022, valuation were based on the results of an actuarial experience study for the period from 2000 through 2019.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. In determining the long-term expected rate of return, both short-term and long-term market return expectations as well as the expected pension fund cash flows were taken into account. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds’ asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

**NOTE 9 – PENSION PLANS (continued)**

**A. California Public Employees’ Retirement System (CalPERS) (continued)**

**Actuarial Assumptions (continued)**

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These geometric rates of return are net of administrative expenses.

<b>Asset Class</b>	<b>Assumed Asset Allocation</b>	<b>Real Return Years 1 – 10*</b>
Global Equity – cap-weighted	30.0%	4.45%
Global Equity – non-cap-weighted	12.0%	3.84%
Private Equity	13.0%	7.28%
Treasury	5.0%	0.27%
Mortgage-backed securities	5.0%	0.50%
Investment grade corporates	10.0%	1.56%
High yield	5.0%	2.27%
Emerging market debt	5.0%	2.48%
Private debt	5.0%	3.57%
Real assets	15.0%	3.21%
Leverage	(5.0)%	(0.59)%
	100.0%	

\*An expected inflation of 2.30% used for this period. Figures are based on the 2021-22 CalPERS Asset Liability Management Study

**Discount Rate**

The discount rate used to measure the total pension liability was 6.90 percent. A projection of the expected benefit payments and contributions was performed to determine if assets would run out. The test revealed the assets would not run out. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability for the Schools Pool. The results of the crossover testing for the Schools Pool are presented in a detailed report that can be obtained at CalPERS’ website.

**Sensitivity of the Agency’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate**

The following presents the Agency’s proportionate share of the net pension liability calculated using the discount rate of 6.90 percent, as well as what the Agency’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.90 percent) or 1-percentage-point higher (7.90 percent) than the current rate:

	<b>1% Decrease (5.90%)</b>	<b>Current Discount Rate (6.90%)</b>	<b>1% Increase (7.90%)</b>
Agency's proportionate share of the net pension liability	\$ 21,327,101	\$ 13,972,558	\$ 7,851,126

**Pension Plan Fiduciary Net Position**

Detailed information about the pension plan’s fiduciary net position is available in the separately issued CalPERS financial report.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**NOTES TO FINANCIAL STATEMENTS, continued**  
**JUNE 30, 2024**

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**NOTE 10 – COMMITMENTS AND CONTINGENCIES**

**A. Grants**

The Agency received financial assistance from federal and state agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the Agency at June 30, 2024.

**B. Litigation**

The Agency is involved in various litigation arising from the normal course of business. In the opinion of management and legal counsel, the disposition of all litigation pending is not expected to have a material adverse effect on the overall financial position of the Agency at June 30, 2024.

**C. Construction Commitments**

As of June 30, 2024, the Agency had no commitments with respect to unfinished capital projects.

**NOTE 11 – PARTICIPATION IN JOINT POWERS AUTHORITIES**

The Agency participates in four joint ventures under joint powers authorities (JPAs), SISC III, SIRMA I, SIRMA II, and SIRMA III. The relationships between the Agency and the JPAs are such that the JPAs are not component units of the Agency for financial reporting purposes.

The JPAs have budgeting and financial reporting requirements independent of member units, and their financial statements are not presented in these financial statements. However, fund transactions between the JPAs and the Agency are included in these statements. The audited financial statements are generally available from the respective entities.

**NOTE 12 – DEFERRED OUTFLOWS/INFLOWS OF RESOURCES**

**A. Pension Plans**

Pursuant to GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, the Agency recognized deferred outflows of resources related to pensions and deferred inflows of resources related to pensions in the government-wide financial statements. Further information regarding the deferred outflows of resources and deferred inflows of resources can be found at Note 9. At June 30, 2024, total deferred outflows related to pensions was \$5,298,992 and total deferred inflows related to pensions was \$706,351.

**B. Other Postemployment Benefits**

Pursuant to GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, the Agency recognized deferred outflows of resources related to other postemployment benefits and deferred inflows of resources related to other postemployment benefits in the government-wide financial statements. Further information regarding the deferred outflows of resources and deferred inflows of resources can be found at Note 8. At June 30, 2024, total deferred outflows related to other postemployment benefits was \$414,753 and total deferred inflows related to other postemployment benefits was \$1,699,615.

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# **REQUIRED SUPPLEMENTARY INFORMATION**

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**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
GENERAL FUND – BUDGETARY COMPARISON SCHEDULE  
FOR THE YEAR ENDED JUNE 30, 2024**

	Budgeted Amounts		Actual* (Budgetary Basis)	Variances - Final to Actual
	Original	Final		
<b>REVENUES</b>				
Other local sources	\$ 23,190,936	\$ 24,256,236	\$ 29,259,682	\$ 5,003,446
<b>Total Revenues</b>	<b>23,190,936</b>	<b>24,256,236</b>	<b>29,259,682</b>	<b>5,003,446</b>
<b>EXPENDITURES</b>				
Classified salaries	8,883,542	8,844,384	9,186,490	(342,106)
Employee benefits	6,440,590	3,351,838	4,708,757	(1,356,919)
Books and supplies	2,168,454	1,844,761	2,076,748	(231,987)
Services and other operating expenditures	2,245,958	3,804,722	3,346,990	457,732
Capital outlay	2,966,181	124,946	1,621,014	(1,496,068)
Other outgo				
Excluding transfers of indirect costs	486,211	713,217	589,160	124,057
<b>Total Expenditures</b>	<b>23,190,936</b>	<b>18,683,868</b>	<b>21,529,159</b>	<b>(2,845,291)</b>
<b>NET CHANGE IN FUND BALANCE</b>				
	-	5,572,368	7,730,523	2,158,155
<b>Fund Balance - Beginning</b>	<b>10,475,341</b>	<b>10,475,341</b>	<b>9,993,509</b>	<b>(481,832)</b>
<b>Fund Balance - Ending</b>	<b>\$ 10,475,341</b>	<b>\$ 16,047,709</b>	<b>\$ 17,724,032</b>	<b>\$ 1,676,323</b>

\* The actual amounts reported on this schedule do not agree with the amounts reported on the Statement of Revenues, Expenditures, and Changes in Fund Balance because the expenditures listed above do not include the audit adjustment.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>June 30, 2020</u>	<u>June 30, 2019</u>	<u>June 30, 2018</u>
<b>Total OPEB Liability</b>							
Service cost	\$ 151,614	\$ 248,891	\$ 211,433	\$ 211,562	\$ 179,536	\$ 201,834	\$ 195,954
Interest on total OPEB liability	123,122	71,741	92,176	105,965	120,251	97,835	94,957
Difference between expected and actual experience	(682,931)	-	(456,000)	-	(388,936)	-	-
Changes of assumptions	(229,520)	(502,669)	208,325	184,243	252,351	(116,308)	-
Benefits payments	<u>(132,307)</u>	<u>(109,498)</u>	<u>(128,567)</u>	<u>(120,911)</u>	<u>(143,060)</u>	<u>(190,286)</u>	<u>(207,508)</u>
Net change in total OPEB liability	(770,022)	(291,535)	(72,633)	380,859	20,142	(6,925)	83,403
Total OPEB liability - beginning	<u>3,250,588</u>	<u>3,541,583</u>	<u>3,614,216</u>	<u>3,233,357</u>	<u>3,213,215</u>	<u>3,220,140</u>	<u>3,136,737</u>
Total OPEB liability - ending	<u>\$ 2,480,566</u>	<u>\$ 3,250,048</u>	<u>\$ 3,541,583</u>	<u>\$ 3,614,216</u>	<u>\$ 3,233,357</u>	<u>\$ 3,213,215</u>	<u>\$ 3,220,140</u>
Covered-employee payroll	\$ 8,438,223	\$ 8,718,670	\$ 6,008,112	\$ 7,006,388	\$ 7,285,146	\$ 6,875,974	\$ 6,192,501
Agency's total OPEB liability as a percentage of covered-employee payroll	29.40%	37.28%	58.95%	51.58%	44.38%	46.73%	52.00%

See accompanying notes to required supplementary information.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
 SCHEDULE OF THE AGENCY'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY - CALPERS  
 FOR THE YEAR ENDED JUNE 30, 2024**

	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>June 30, 2020</u>	<u>June 30, 2019</u>	<u>June 30, 2018</u>	<u>June 30, 2017</u>	<u>June 30, 2016</u>	<u>June 30, 2015</u>
Agency's proportionate share of the net pension liability	\$ 13,972,558	\$ 12,426,854	\$ 6,893,099	\$ 12,347,639	\$ 11,528,555	\$ 10,085,904	\$ 10,251,588	\$ 8,436,975	\$ 6,134,545	\$ 4,642,997
Agency's covered payroll	\$ 5,474,006	\$ 8,718,670	\$ 8,539,670	\$ 7,114,115	\$ 6,669,938	\$ 7,295,176	\$ 6,960,150	\$ 6,509,676	\$ 6,432,953	\$ 5,990,791
Agency's proportionate share of the net pension liability as a percentage of its covered payroll	255.3%	142.5%	80.7%	173.6%	172.8%	138.3%	147.3%	129.6%	95.4%	77.5%
Plan fiduciary net position as a percentage of the total pension liability	70.0%	69.8%	81.0%	70.0%	70.0%	70.8%	71.9%	73.9%	79.4%	83.4%

The amounts presented for each fiscal year were determined as of the year-end that occurred one year prior.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
SCHEDULE OF AGENCY CONTRIBUTIONS - CALPERS  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>June 30, 2020</u>	<u>June 30, 2019</u>	<u>June 30, 2018</u>	<u>June 30, 2017</u>	<u>June 30, 2016</u>	<u>June 30, 2015</u>
Contractually required contribution	\$ 1,790,955	\$ 1,818,024	\$ 1,494,380	\$ 1,504,519	\$ 1,344,189	\$ 1,194,178	\$ 997,038	\$ 931,419	\$ 708,957	\$ 681,886
Contributions in relation to the contractually required contribution*	(1,790,955)	(1,818,024)	(1,494,380)	(1,504,519)	(1,344,189)	(1,194,178)	(997,038)	(931,419)	(708,957)	(681,886)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Agency's covered payroll	\$ 9,186,490	\$ 5,474,006	\$ 8,718,670	\$ 8,539,670	\$ 7,114,115	\$ 6,669,938	\$ 7,295,176	\$ 6,960,150	\$ 6,509,676	\$ 6,432,953
Contributions as a percentage of covered payroll	19.50%	33.21%	17.14%	17.62%	18.89%	17.90%	13.67%	13.38%	10.89%	10.60%

\*Amounts do not include on-behalf contributions



**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION  
FOR THE YEAR ENDED JUNE 30, 2024**

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**NOTE 1 – PURPOSE OF SCHEDULES**

**Budgetary Comparison Schedule**

This schedule is required by GASB Statement No. 34 as required supplementary information (RSI) for the General Fund and for each major special revenue fund that has a legally adopted annual budget. The budgetary comparison schedule presents both (a) the original and (b) the final appropriated budgets for the reporting period as well as (c) actual inflows, outflows, and balances, stated on the Agency's budgetary basis. A separate column to report the variance between the final budget and actual amounts is also presented, although not required.

**Schedule of Changes in Total OPEB Liability and Related Ratios**

This 10-year schedule is required by GASB Statement No. 75 for all sole and agent employers that provide other postemployment benefits (OPEB). Until a full 10-year trend is compiled, the schedule will only show those years under which GASB Statement No. 75 was applicable. The schedule presents the sources of change in the total OPEB liability, and the components of the total OPEB liability and related ratios, including the total OPEB liability as a percentage of covered-employee payroll.

**Changes in Benefit Terms**

There were no changes in benefit terms since the previous valuation.

**Changes in Assumptions**

The discount rate changed from 3.69% to 3.86% since the previous measurement period.

**Schedule of the Agency's Proportionate Share of the Net Pension Liability**

This 10-year schedule is required by GASB Statement No. 68 for each cost-sharing pension plan. Until a full 10-year trend is compiled, the schedule will only show those years under which GASB Statement No. 68 was applicable. The schedule presents the Agency's proportionate share of the net pension liability, the Agency's covered payroll, the Agency's proportionate share (amount) of the collective net pension liability as a percentage of the employer's covered payroll, and the pension plan's fiduciary net position as a percentage of the total pension liability.

**Changes in Benefit Terms**

There were no changes in benefit terms since the previous valuations for CalPERS.

**Changes in Assumptions**

There were no changes in economic assumptions since the previous valuations for CalPERS.

**Schedule of Agency Contributions**

This 10-year schedule is required by GASB Statement No. 68 for each cost-sharing pension plan. Until a full 10-year trend is compiled, the schedule will only show those years under which GASB Statement No. 68 was applicable. The schedule presents the Agency's statutorily or contractually required employer contribution, the amount of contributions recognized by the pension plan in relation to the statutorily or contractually required employer contribution, the difference between the statutorily or contractually required employer contribution and the amount of contributions recognized by the pension plan in relation to the statutorily or contractually required employer contribution, the Agency's covered payroll, and the amount of contributions recognized by the pension plan in relation to the statutorily or contractually required employer contribution as a percentage of the Agency's covered payroll.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
 NOTES TO REQUIRED SUPPLEMENTARY INFORMATION, continued  
 FOR THE YEAR ENDED JUNE 30, 2024**

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**NOTE 2 – EXCESS OF EXPENDITURES OVER APPROPRIATIONS**

For the year ended June 30, 2024, the Agency incurred an excess of expenditures over appropriations in individual major funds presented in the Budgetary Comparison Schedule by major object code, as follows:

	<b>Expenditures and Other Uses</b>		
	<b>Budget</b>	<b>Actual</b>	<b>Excess</b>
General Fund			
Classified salaries	\$ 8,844,384	\$ 9,186,490	\$ 342,106
Employee benefits	\$ 3,351,838	\$ 4,708,757	\$ 1,356,919
Books and supplies	\$ 1,844,761	\$ 2,076,748	\$ 231,987
Capital outlay	\$ 124,946	\$ 1,621,014	\$ 1,496,068

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## **SUPPLEMENTARY INFORMATION**

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**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
 SCHEDULE OF FINANCIAL TRENDS AND ANALYSIS  
 FOR THE YEAR ENDED JUNE 30, 2024**

	<b>2025 (Budget)</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>
General Fund - Budgetary Basis**				
Revenues And Other Financing Sources	\$ 23,781,870	\$ 29,259,682	\$ 25,277,824	\$ 16,929,686
Expenditures And Other Financing Uses	23,781,870	21,529,159	19,576,797	16,848,214
Net change in Fund Balance	<u>\$ -</u>	<u>\$ 7,730,523</u>	<u>\$ 5,701,027</u>	<u>\$ 81,472</u>
Ending Fund Balance	<u>\$ 17,724,033</u>	<u>\$ 17,724,032</u>	<u>\$ 10,475,341</u>	<u>\$ 4,774,314</u>
Available Reserves*	<u>\$ 17,724,033</u>	<u>\$ 17,170,273</u>	<u>\$ 8,266,159</u>	<u>\$ 2,378,397</u>
Available Reserves As A Percentage Of Outgo	<u>74.53%</u>	<u>79.75%</u>	<u>42.22%</u>	<u>14.12%</u>
Long-term Liabilities	<u>\$ 17,481,028</u>	<u>\$ 17,780,307</u>	<u>\$ 11,862,652</u>	<u>\$ 16,995,385</u>

The General Fund ending fund balance has increased by \$12,949,718 over the past two years. The fiscal year 2024-25 budget projects no change. For an Agency this size, the State recommends available reserves of at least 5% of General Fund expenditures, transfers out, and other uses (total outgo).

The Agency has incurred operating surpluses in each of the past three years and anticipates no change in fund balance during the 2024-25 fiscal year. Total long-term obligations have increased by \$784,922 over the past two years.

\*Available reserves consist of all unassigned fund balance within the General Fund.

\*\*The actual amounts reported in this schedule are for the General Fund only, and do not agree with the amounts reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances because the expenditures on that schedule include the audit adjustment.

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
 RECONCILIATION OF ANNUAL FINANCIAL AND BUDGET REPORT WITH AUDITED FINANCIAL  
 STATEMENTS  
 FOR THE YEAR ENDED JUNE 30, 2024**

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	<u>General Fund</u>
June 30, 2024, annual financial and budget report fund balance	\$ 17,724,032
Adjustments and reclassifications:	
Increase (decrease) in total fund balances:	
Fair value adjustment - cash in county treasury	(553,759)
Net adjustments and reclassifications	<u>(553,759)</u>
June 30, 2024, audited financial statement fund balance	<u>\$ 17,170,273</u>

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
NOTES TO SUPPLEMENTARY INFORMATION  
JUNE 30, 2024**

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**NOTE 1 – PURPOSE OF SCHEDULES**

**Schedule of Financial Trends and Analysis**

This schedule discloses the Agency's financial trends by displaying past years' data along with current year budget information. These financial trend disclosures are used to evaluate the Agency's ability to continue as a going concern for a reasonable period of time.

**Reconciliation of Annual Financial and Budget Report with Audited Financial Statements**

This schedule provides the information necessary to reconcile the fund balance of all funds reported on the Annual Financial and Budget Report Unaudited Actuals to the audited financial statements.

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## **OTHER INFORMATION**

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**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
 HISTORY AND ORGANIZATION STRUCTURE  
 JUNE 30, 2024**

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The Antelope Valley Schools Transportation Agency began operating on July 1, 1980, as a joint powers agency. The Agency serves two elementary school districts and one high school district by providing student transportation for regular education, special needs education, and field trips to its members. Each member district appoints one representative and an alternate to serve as a member of the Board of Directors for the Agency.

**GOVERNING BOARD**

<b>Member</b>	<b>Office</b>	<b>Representing</b>
Larry Freise, Ed.D.	President	Lancaster School District
Donita Winn	Vice President	Antelope Valley Union High School District
Rob Garza	Clerk	Westside Union School District

**AGENCY ADMINISTRATORS**

Morris Fuselier III  
*Chief Executive Officer (CEO)*



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# **OTHER INDEPENDENT AUDITORS' REPORTS**

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER  
MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**Independent Auditors' Report

Governing Board  
Antelope Valley Schools Transportation Agency  
Lancaster, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of Antelope Valley Schools Transportation Agency, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Antelope Valley Schools Transportation Agency's basic financial statements, and have issued our report thereon dated December 15, 2024.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Antelope Valley Schools Transportation Agency's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Antelope Valley Schools Transportation Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of Antelope Valley Schools Transportation Agency's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Antelope Valley Schools Transportation Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in blue ink that reads "Christy White, Inc". The signature is written in a cursive, flowing style.

San Diego, California  
December 15, 2024

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## **SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

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**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
SUMMARY OF AUDITORS' RESULTS  
FOR THE YEAR ENDED JUNE 30, 2024**

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**FINANCIAL STATEMENTS**

Type of auditors' report issued:	<u>Unmodified</u>
Internal control over financial reporting:	
Material weakness(es) identified?	<u>No</u>
Significant deficiency(ies) identified?	<u>None Reported</u>
Non-compliance material to financial statements noted?	<u>No</u>

**FEDERAL AWARDS**

*The Agency was not subject to Uniform Guidance Single Audit for the year ended June 30, 2024 because federal award expenditures did not exceed \$750,000.*

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
FINANCIAL STATEMENT FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2024**

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**FIVE DIGIT CODE**

20000  
30000

**AB 3627 FINDING TYPE**

Inventory of Equipment  
Internal Control

*There were no financial statement findings for the year ended June 30, 2024.*

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2024**

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*There were no findings for the year ended June 30, 2023.*

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD POLICY

7019  
(Previously BP 2009)

BUSINESS AND FISCAL

ASSESSMENT PROCEDURE

Authority

Section 10 “Finances, “Sub Section (b) “Payments, Charges, and Assessments.” Paragraph 2 of the Joint Powers Agreement requires the Board of Directors to establish each member district’s annual regular transportation cost.

Definitions

Dead Head Miles: The mileage incurred when a bus is in route with no students aboard, excluding vehicle maintenance miles and field trip miles.

Live Miles: The mileage incurred when a bus is transporting students.

Chargeable Miles: Total of live and dead head miles, as defined above.

Vehicle Maintenance Miles: Miles incurred when road testing, when transporting a bus to replace a breakdown, or when transporting a bus to a contracted repair facility.

Anomaly Maximum Threshold<sup>1</sup>: 20%

Prior 3-Year Average (P3YA): Average miles/minutes for 3 years, not inclusive of Current Year

Anomaly Event Percentage From Baseline (AEPFB): The percentage absolute value over the Anomaly Maximum Threshold in the current year, from the P3YA.

Procedure

1. The Board of Directors shall review the assessment procedure not less than annually.
2. Route miles and driver labor in minutes shall be collected, detailed by district and program

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<sup>1</sup> An anomaly maximum threshold is defined as a 20% or greater variation (absolute value) in the current year, from the 3 prior year average in miles/minutes. In the event of an anomaly the fixed cost percentages for overhead allocation purposes will be determined as follows:

- The baseline overhead will be calculated by using the miles/minutes of the maximum threshold value for percentage change for each District that has exceeded that value.
- The current single-year allocation will be calculated using actual miles/minutes.
- Any district that is above/below the maximum threshold will be charged/reimbursed for that single current year, for the amount above/below the difference between the current single-year allocation and the baseline overhead.

Any changes below the anomaly maximum threshold will be fully reflected in the current year 3-year average allocation, without adjustment of any kind.



within district. Dead head miles will be distinguished from live miles and will be categorized by district and program.

3. Route mile and driver labor data shall be compiled daily and monthly summary reports shall be distributed to the Board of Directors.

### Formula

1. The formula is based on total driver labor and chargeable mile costs by district.
2. The formula is based on the total Agency budget divided into three categories:
  - 1) Driver labor costs
  - 2) Vehicle maintenance costs
  - 3) Fixed overhead costs (e.g. loan payments, office personnel, office equipment and supplies, and utilities)

COLUMN A: "Labor in Minutes" – total number of minutes driver's are paid by district.

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Revised First Reading: January 14, 2020  
Revised Second Reading: February 11, 2020  
Readopted: February 11, 2020  
Revised: August 18, 2020

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD POLICY

~~2009~~7019

BUSINESS AND FISCAL

ASSESSMENT PROCEDURE

~~1.0~~ AUTHORITYAuthority

~~1.1~~ Section 10 “Finances, “ Sub Section (b) “Payments, Charges, and Assessments. “Paragraph 2 of the Joint Powers Agreement requires the Board of Directors to establish each member district’s annual regular transportation cost.

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~~3.11.~~ The Board of Directors shall review the assessment procedure not less than annually.

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~~1.~~

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First Reading: January 14, 2020  
Second Reading: February 11, 2020  
Adopted: February 11, 2020  
Revised:

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD POLICY

2009

ASSESSMENT PROCEDURE

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First Reading: January 14, 2020

Second Reading:

Adopted:



**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**670 W. Avenue L-8**  
**Lancaster, CA 93534**

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**Minutes – Regular Meeting - Board of Directors**

**Tuesday, February 11, 2020**

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1. The regular meeting of the Board of Directors was called to order by Board President Brian Hawkins at 9:03 a.m., Tuesday, February 11, 2020 at Antelope Valley Schools Transportation Agency, 670 W. Avenue L-8, Lancaster, California.

2. **ROLL CALL**

Members present were:

Brian Hawkins, President – Antelope Valley High School District

Shawn Cabey, Vice President – Westside School District

Diane Grooms, Clerk – Lancaster School District

Ruby Thompson, Alternate – Lancaster School District

Morris Fuselier III, Secretary & CEO – Antelope Valley Schools Transportation Agency

Others present: Sherynn Morton, Joanne Downen, Evie Strader, Mike Breivogel, Nathalie Breivogel, Trafton Rogers, Kathy Phillips, Josie Delgado, Ryan Bakeman, Adam McCalla, Judi Berrong, Lynzie Edmonson, Andrea Martinez, Sue Murphy, Fernando Nunez, and Maria Arvig legal counsel.

3. **PLEDGE OF ALLEGIANCE** – Diane Grooms led Pledge of Allegiance.

4. **APPROVAL OF AGENDA**

Motion was made by Board Clerk Diane Grooms and seconded by Board Vice President Shawn Cabey to approve the agenda, as presented. This motion carried by a vote of 3-0 with no abstains.

5. **PUBLIC COMMENTS**

Members of the public who would like to address the Board on any item **on the agenda** may do so now or when the President requests comments from the public as the item is being considered by the Board. Please identify the agenda item you wish to discuss. Individual speakers are limited to three (3) minutes each, and the total time for public input on each item shall be limited to fifteen (15) minutes.

6. CHIEF EXECUTIVE OFFICERS REPORT

- A. Mr. Fuselier had Joanne Downen present the Finance update.
- B. Mr. Fuselier had Joanne Downen present the Accounts Receivable reports.
- C. Mr. Fuselier stated the Agency called into the City of Lancaster due to the homeless, owner of land may now bill the Agency for using dirt to park in. The Agency is going to look into an electric gate and pedestrian gate on the north east end of the parking lot to help with the security of the property.

Mr. Fuselier stated the Agency has leased the lot on L-9 for 6 months to store buses, as drivers had to double park and park buses under the bus wash. The Agency submitted the letter of agency and will post no trespassing signs on the property. Mr. Fuselier stated the importance to address the need for land acquisition as employee parking is limited and not enough space for parking of fleet. Board Clerk Diane Grooms asked Mr. Fuselier to look into the corner property. Ms. Grooms stated her interest in purchasing property as the Agency has been borrowing other property and the need to purchase the land now and improve/build upon in future. Mr. Fuselier stated the value of available property has increased. Mr. Fuselier advised the board the Agency is interested in pursuing the land off of 6th St W. as the land has been leveled. Mr. Fuselier will get information on the 6<sup>th</sup> St and corner parcel for the next board meeting. Board Alternate Ruby Thompson suggested the Agency seek available fenced in property owned by the districts that can be utilized instead of leasing or purchasing property. Board Clerk Diane Grooms stated Parkview may be available for bus storage, but the Agency does have a need to purchase land. Board Vice President Shawn Cabey suggested the Agency looks into bonds for land acquisition. Mr. Fuselier to email each district to seek property options.

7. INDIVIDUAL ACTION ITEMS

- 708 Motion was made by Board Clerk Diane Grooms and seconded by Board Vice President Shawn Cabey to approve the Consent Agenda items, as presented. This motion carried by a vote of 3-0 with no abstains.
- 709 Motion was made by Board Clerk Diane Grooms and seconded by Board Vice President Shawn Cabey to approve the fixed-cost percentage policy revision. This motion carried by a vote of 3-0 with no abstains.
- 710 Motion was made by Board Clerk Diane Grooms and seconded by Board Vice President Shawn Cabey to approve the quote from Intralink Solutions Inc. in the amount of \$14,605.40 for the network fiber optics projects upgrade contingent on the California Energy Commission (CEC) grant funding. Mr. Fuselier stated the Agency current uses WIFI from the front office to the fuel island. The need to complete the entire network on fiber optics is necessary due to the need to upload videos from cameras, electric buses, and fuel. The CEC would pay for the upgrade pending grant funds. This motion carried by a vote of 3-0 with no abstains.
- 711 Motion was made by Board Clerk Diane Grooms and seconded by Board Vice President Shawn Cabey to approve the AVSTA Management/Confidential salary schedule for the

2019-2020 school year reflecting an additional .5% increase retroactive to July 1, 2019. Mr. Fuselier stated CSEA is voting on February 19<sup>th</sup> and will bring back to the March board meeting if vote passes. This motion carried by a vote of 3-0 with no abstains.

**8. INFORMATION ITEMS**

- A. Mr. Fuselier presented information regarding a salary comparison/classification study. Board Clerk Diane Grooms reached out the Lancaster School Districts HR Department for a comparison/study. Ms. Bowers provided a resource for the Agency to use for re-classification study which will include a statewide comparison of transportation Agencies and other JPA's. Mr. Fuselier introduced Ryan Bakeman, CSEA Vice President, whom stated reclassification is in the MOU. Mr. Fuselier asked that all district agree to share the cost of study.
- B. Mr. Fuselier presented SMART-Tag updates and thanked Data Services Technician, Trafton Rogers for assistance in implementing SMART-Tag. Mr. Fuselier asked Administrative Assistant, Sherynn Morton to provide an update on SMART-Tag issuance. Ms. Morton stated the majority of all badge have been disbursed, there are still approximately 200 SMART-Tags that still need to be verified for address accuracy, routed and disbursed. Ms. Morton provided the process for new students, which will allow a new student to obtain a SMART-Tag and a temporary pass to allow the student to ride until they are activated in the system. Ms. Morton stated the issuance is easy and renewal process has received good feedback from the public. Mr. Fuselier stated the Agency is behind in implementation due to data issues within Transfinder. However, Lancaster School District drivers are now taking tablets to test routes, student data has been loaded, and SMART-Tags should be disbursed next month. Mr. Fuselier stated Westside School District should follow in April, SPED will be implemented next school year as the Agency should be fully functional next year. Board Clerk Diane Grooms stated she presented SMART-Tag to Lancaster School Board & Safety forum and said all were blown away by the confidence and safety SMART-Tag will bring. Board Alternated Ruby Thompson asked process for address change. Sherynn Morton advised parent must update address with the school, the Agency will verify change of address, reassign bus stop, provide pick up and drop off times to parent, provide temporary pass for driver to provide to student to allow for routing reassignment in system. Kathy Phillips stated that the information has been sent out to each school site.
- C. Mr. Fuselier presented HopSkipDrive overview. Board Clerk Diane Grooms sent information from HopSkipDrive to Agency, the company is similar to UBER and LYFT. Mr. Fuselier reviewed the cost analysis comparison completed by Scheduling Supervisor Adam McCalla. Mr. Fuselier stated the Agency will review bus services requests and if the route is more cost effective to use HopSkipDrive the Agency will notify the school districts. The school districts will make the determination whether they would use HopSkipDrive. Mr. Fuselier stated the Agency will not utilize, but believes it is a good option for the school districts.
- D. Mr. Fuselier presented information on the Cummins/Bluebird video shoot. Mr. Fuselier stated Cummins/Bludbird requested a photo shoot and professional quality video shoot of the recently received convention and transit buses. Mr. Fuselier stated it is scheduled on February 12<sup>th</sup> and 13<sup>th</sup> at JJ Miller and Operations Manager, Evie Strader will be driving. Mr. Fuselier reassured the production company will have release forms signed and proper insurance. Bluebird will be paying for the painting of the green bumpers on all electric

buses; the buses will be certified and in service in March.

**9. BOARD MEMBER COMMENT**

Board Clerk Diane Grooms thanked the Agency for the attention to SPED routes. Ms. Grooms received good feedback from teachers since the last time SPED delays were discussed. Mr. Fuselier stated Safety and Training has a great new training class which will help in covering future routes.

Mr. Fuselier provided handout on King Cake for Mardi Gra which will be celebrated Tuesday, February 18<sup>th</sup> and offered the board and those in attendance to enjoy King cake.

**10. CLOSED SESSION**

712 The Board of Directors of the Antelope Valley Schools Transportation Agency adjourned to closed session at 10:00 a.m. to discuss the following:

1. **Government Code Section 54957: Public Employee Discipline/Dismissal/Release.**
2. **Government Code Section 54957.6: Conference with Labor Negotiators.**  
*Agency Representative: Morris Fuselier, III, CEO.*  
*Employee Organization: CSEA.*
3. **Conference with Legal Counsel – Litigation: Significant exposure to litigation, pursuant to paragraph (2) or (3) subdivision (d) of Gov. Code § 54956.9: Case No. MC028051 & MC028072**
4. *CEO Contract Renewal*

**11. RECONVENE TO OPEN SESSION**

713 The Board of Directors reconvened to open session 11:53 a.m.

**12. ACTION TAKEN AS A RESULT OF CLOSED SESSION**

Board President Brian Hawkins stated the following:

Item 1 – No discussion

Item 2 – The Board review MOU's/no action taken

Item 3 – The Board provided direction to legal counsel Maria Arvig.

Item 4 – The Board reviewed the CEO's contract; President of Board will meet with CEO and bring back to March meeting

**13. ADJOURNMENT**

714 Motion was made by Board Clerk Diane Grooms and seconded by Vice President Shawn Cabey to adjourn the meeting at 11:54 a.m. This motion carried by a vote of 3-0 with no abstains.

The next regular meeting of the Board of Directors is scheduled for Tuesday, March 10, 2020 at 9:00 a.m.



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Morris Fuselier, III, Chief Executive Officer &  
Secretary to the Board of Directors

**Diane Grooms** Digitally signed by Diane Grooms  
Date: 2020.04.15 11:18:14 -07'00'

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Diane Grooms  
Clerk to the Board of Directors

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD POLICY

2009

ASSESSMENT PROCEDURE

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First Reading:

Second Reading:

Adopted:

An. Max. Thresh. 10%

Transit Yearly Miles

	16/17		17/18		18/19		P3YA		CY 19/20		AEPFT	AE Allocation	Actual C3YA		AE ADJUSTED FINAL CY FIXED
	Miles	%	Miles	%	Miles	%	P3YA	%	Miles	%			Miles	%	
AVUHSD	320040	59%	313244	61%	327244	53%	320176	58%	303275	47%	n/a	n/a	314588	53%	50.1%
Lancaster	90540	17%	82224	16%	159732	26%	110832	20%	210244	32%	80%	35911	150733	25%	29.7%
Westside	128700	24%	116694	23%	128134	21%	124509	22%	135986	21%	n/a	n/a	126938	21%	20.2%
	<b>539280</b>	<b>100%</b>	<b>512162</b>	<b>100%</b>	<b>615110</b>	<b>100%</b>	<b>555517</b>		<b>649505</b>				<b>592259</b>		

Transit Yearly Minutes

	16/17		17/18		18/19		P3YA		CY 19/20		AEPFT	AE Allocation	Actual C3YA		AE ADJUSTED FINAL CY FIXED
	Minutes	%	Minutes	%	Minutes	%	P3YA	%	Minutes	%			Minutes	%	
AVUHSD	947160	55%	919672	55%	916150	44%	927661	51%	875925	38%	n/a	n/a	903916	45%	41.4%
Lancaster	380700	22%	357600	21%	717330	35%	485210	27%	970685	43%	90%	176995	681872	34%	39.4%
Westside	405180	23%	386703	23%	436445	21%	409443	22%	433656	19%	n/a	n/a	418935	21%	19.2%
	<b>1733040</b>	<b>100%</b>	<b>1663975</b>	<b>100%</b>	<b>2069925</b>	<b>100%</b>	<b>1822313</b>		<b>2280266</b>				<b>2004722</b>		

SpEd Yearly Miles

	16/17		17/18		18/19		P3YA		CY 19/20		AEPFT	AE Allocation	Actual C3YA		AE ADJUSTED FINAL CY FIXED
	Miles	%	Miles	%	Miles	%	P3YA	%	Miles	%			Miles	%	
AVUHSD	849188	54%	782829	54%	741515	50%	791177	53%	648459	48%	-8%	-60218	724268	51%	49.6%
Lancaster	488306	31%	473732	33%	513712	35%	491917	33%	532666	40%	n/a	n/a	506703	36%	37.8%
Westside	246865	16%	194764	13%	222734	15%	221454	15%	164557	12%	-16%	-24692	194018	14%	12.6%
	<b>1584359</b>	<b>100%</b>	<b>1451325</b>	<b>100%</b>	<b>1477961</b>	<b>100%</b>	<b>1504548</b>		<b>1345682</b>				<b>1424989</b>		

SpEd Yearly Minutes

	16/17		17/18		18/19		P3YA		CY 19/20		AEPFT	AE Allocation	Actual C3YA		AE ADJUSTED FINAL CY FIXED
	Minutes	%	Minutes	%	Minutes	%	P3YA	%	Minutes	%			Minutes	%	
AVUHSD	2759527	53%	2949384	52%	3240715	49%	2983209	51%	2892352	47%	n/a	n/a	3027484	49%	47.4%
Lancaster	1772670	34%	2045612	36%	2414618	37%	2077633	36%	2557623	41%	13%	235485	2339284	38%	40.3%
Westside	709024	14%	712816	12%	909938	14%	777259	13%	723907	12%	n/a	n/a	782220	13%	12.3%
	<b>5241221</b>	<b>100%</b>	<b>5707812</b>	<b>100%</b>	<b>6565271</b>	<b>100%</b>	<b>5838101</b>		<b>6173882</b>				<b>6148988</b>		

**Special Needs & Transit Combined**

	<b>Actual 3 Year Average</b>	<b>AE Adjusted 3 Year Average</b>
AVUHSD	49.57%	47.1%
Lancaster	33.27%	36.8%
Westside	17.17%	16.1%

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD POLICY

2009

ASSESSMENT PROCEDURE

1.0 AUTHORITY

1.1 Section 10 "Finances," Sub Section (b) "Payments, Charges, and Assessments," Paragraph 2 of the Joint Powers Agreement requires the Board of Directors to establish each member district's annual regular transportation cost.

2.0 DEFINITIONS

Dead Head Miles: The mileage incurred when a bus is enroute with no students aboard, excluding vehicle maintenance miles, field trip miles, and shuttle miles to satellite areas.

Live Miles: The mileage incurred when a bus is transporting students.

Chargeable Miles: Total of live and dead head miles, as defined above.

Vehicle Maintenance Miles: Miles incurred when road testing, when transporting a bus to replace a breakdown, or when transporting a bus to a contracted repair facility.

Shuttle Miles: Mileage incurred when transporting vehicles from a satellite bus parking location to or from the Lancaster facility.

3.0 PROCEDURE

3.1 The Board of Directors shall review the assessment procedure not less than annually.

3.2 Route miles and driver labor in minutes shall be collected daily, detailed by district and program within district. Dead head miles will be distinguished from live miles and will be categorized by district and program.

3.3 Route mile and driver labor data shall be compiled daily and monthly summary reports shall be distributed to the Board of Directors.

4.0 FORMULA

4.1 The formula is based on total driver labor and chargeable mile costs by district.

4.2 The formula is based on the total Agency budget divided into three categories:

- (1) driver labor costs;
- (2) vehicle maintenance costs; and
- (3) fixed overhead costs (e.g. loan payments, office personnel, office equipment and supplies, and utilities).

- COLUMN A: "Labor in Minutes" = total number of minutes driver are paid by district.
- COLUMN B: "Labor of Total" = Column "A" divided by the total number of driver minutes paid.
- COLUMN C: "Total Labor Cost" = Total budgeted driver Labor and benefit costs multiplied by Column "B".
- COLUMN D: "Total Miles per Day" = Total chargeable miles driven each day by district.
- COLUMN E: "Percent of CPM per District" = Column "D" divided by the total number of chargeable miles driven by all districts to give percentage of cost per mile, per district.
- COLUMN F: "Total CPM Cost" = Total Vehicle Maintenance dollars budgeted (shop labor, fuel, tires, etc.) multiplied by Column "E".
- COLUMN G: "Percent of Average Labor and CPM" = Average of Columns "B" and "E".
- COLUMN H: "Total Overhead Cost" = Total dollars budgeted for overhead (office salaries and benefits, loans, supplies) multiplied by Column "G".
- COLUMN I: "Total Labor, CPM, Overhead" (Columns C + F + H) = total District Encroachment Cost.
- COLUMN J: "State Apportionment" = State apportionment for each District.
- COLUMN K: "District Total Assessment" = Encroachment (the dollars required from each District's general fund budget).

First Reading: May 18, 1983  
Second Reading: June 15, 1983  
Board Adopted: June 15, 1983  
Revised-First Reading: December 8, 1989  
Revised-Second Reading: December 14, 1989  
Revised-Adoption: December 14, 1989

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**670 W. Avenue L-8**  
**Lancaster, CA 93534**

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**Minutes – Regular Meeting - Board of Directors**

**Tuesday, January 14, 2020**

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1. The regular meeting of the Board of Directors was called to order by Board President Brian Hawkins at 9:02 a.m., Tuesday, January 14, 2020 at Antelope Valley Schools Transportation Agency, 670 W. Avenue L-8, Lancaster, California.

2. **ROLL CALL**

Members present were:

Brian Hawkins, President – Antelope Valley High School District

Shawn Cabey, Vice President – Westside School District

Diane Grooms, Clerk – Lancaster School District

Ruby Thompson, Alternate – Lancaster School District

Morris Fuselier III, Secretary & CEO – Antelope Valley Schools Transportation Agency

Others present: Sherynn Morton, Kathy Phillips, Trafton Rogers, Mike Breivogel, Charles Hill, Evelyn Strader, Mike Colescott, Lenard Edwards, Jo Anne Downen, Judi Berrong, Nathalie Breivogel, Earnest Law, Ryan Bakeman, Adam McCalla, Sue Murphy, and Jeff Nigro.

3. **PLEDGE OF ALLEGIANCE** – Diane Grooms led Pledge of Allegiance.

4. **APPROVAL OF AGENDA**

Motion was made by Board Vice President Shawn Cabey and seconded by Board Clerk Diane Grooms to approve the agenda, as presented. This motion carried by a vote of 3-0 with no abstains.

5. **PUBLIC COMMENTS**

Members of the public who would like to address the Board on any item **on the agenda** may do so now or when the President requests comments from the public as the item is being considered by the Board. Please identify the agenda item you wish to discuss. Individual speakers are limited to three (3) minutes each, and the total time for public input on each item shall be limited to fifteen (15) minutes.

**6. CHIEF EXECUTIVE OFFICERS REPORT**

- A. Mr. Fuselier had Judi Berrong present the Finance update.
- B. Mr. Fuselier had Judi Berrong present the Accounts Receivable Reports. Board President Brian Hawkins asked who the Agency sends the Special Needs Damage bills to. Operations Manager Evelyn Strader stated the bills for damage are sent to the parents. Board President Brian Hawkins asked that the High School District be made aware on SPED damages. Board Clerk Diane Grooms asked that copies of the Special Need Damage reports are sent to the Districts as well.

**7. INDIVIDUAL ACTION ITEMS**

- 699 Motion was made by Board Vice President Shawn Cabey and seconded by Board Clerk Diane Grooms to approve the Consent Agenda items, as presented. This motion carried by a vote of 3-0 with no abstains.
- 700 Motion was made by Board Vice President Shawn Cabey and seconded by Board Clerk Diane Grooms to approve the fixed-cost percentage policy revision. Board Vice President Shawn Cabey reviewed the Annual Threshold Maximum spreadsheet that was handed out. Mr. Cabey suggested that the Agency use 20% as the annual threshold percentage in the event of an anomalous event. Should any District exceed the percentage, that individual District will absorb their own cost and pay immediately. Board President Brian Hawkins amended the motion to use the 20% calculation. Motion was made by Board Clerk Diane Grooms and seconded by Board Vice President Shawn Cabey to approve maximum threshold from 10% to 20%. Board Alternate Ruby Thompson requested the calculation from Jo Anne Downen for the previous five years so that she can explain to her district. Board Vice President Shawn Cabey reiterated the calculations are based on changes within each District not the changes from other Districts. This motion carried by a vote of 3-0 with no abstains.
- 701 Motion was made by Board Vice President Shawn Cabey and seconded by Board Clerk Diane Grooms to approve the salvage of one (1) oil cart. Mr. Breivogel stated the last HAZMAT inspection concluded an issue with the oil cart which required it to be salvaged. Mr. Breivogel stated the shop will remove tanks and reclaim the oil prior to salvage. Board Clerk Diane Grooms asked the value of the oil cart, Mr. Breivogel stated the oil cart was from the year 1970-1980's therefore, the value depreciated. This motion carried by a vote of 3-0 with no abstains.

**8. INFORMATION ITEMS**

- A. Jeff Nigro introduced himself and presented the Audit Report for 2019. Mr. Nigro stated the objective is to give an unmodified opinion of the Agencies accounting principles. Mr. Nigro stated the Agency had a clean audit overall and notes include more detailed information. Mr. Nigro opened for questions, no questions were asked. Mr. Nigro concluded.
- B. Mr. Fuselier presented the year 2020 Federal Mileage Rate decrease from .58 cents to 57.5 cents.



- C. Mr. Fuselier presented the bus purchase update. Fleet Manager Mike Breivogel stated 10 of the new buses in total are awaiting certification. He stated in an effort to modernize all fleet all buses purchased with the exception of the electric buses are all Cummins. In addition, the shop is working in the direction of eliminating older cutaways due to the difficult wheel base. Mr. Fuselier stated that he attended the Board of Trade Transportation Committee and was informed that in order for the City of Lancaster to receive a grant from Metro, Metro set requirements for curbs and traffic circles which have made it difficult for buses to navigate. Board Clerk Diane Grooms asked that the Agency send a letter to the City of Lancaster regarding new street limitations. Mr. Fuselier informed the Board that the Agency will put on an event with the City of Lancaster and R. Rex Parris for our new electric buses. Board President Brian Hawkins and Board Clerk Diane Grooms asked that the bus purchase list show the amount received by grants vs. amount paid by Agency so that they can take it to their District Board for an easier read. Board Alternate Ruby Thompson asked if route delays have decreased due to new fleet, Mr. Fuselier confirmed it has helped decrease breakdowns; however, delays still occur due to lack of drivers and student discipline issues.
- D. Mr. Fuselier presented Smart Tag updates. Antelope Valley High School District is fully functional, SMART-Tags issued, and all routes are being tracked. Mr. Fuselier stated the Agency is running behind in implementation of Lancaster and Westside School District due to routing issues, but stressed the importance of implementing it correct. Mr. Fuselier thanked Data Services Technician and MIS Supervisor Kathy Phillips for efforts in implementing SMART-Tag an also thanked Charles Hill in building routes. Board Clerk Diane Grooms commended the Agency for all technological efforts.
- E. Mr. Fuselier presented the Office/Governing Board Signatures and asked that all Board members sign the oath per LACOE at the conclusion of the meeting.

**9. BOARD MEMBER COMMENT**

Board Clerk Diane Grooms stated that Lancaster School District received multiple late notices for SPED routes and asked that the Agency focus on covering SPED routes to reduce delay in routes. Ms. Grooms stated the District can be fined if students are not in class for a certain number of minutes. Scheduling Supervisor Adam McCalla will discuss the most commonly delayed students with Ms. Grooms further as he works with the District daily.

**10. CLOSED SESSION**

702 The Board of Directors of the Antelope Valley Schools Transportation Agency adjourned to closed session at 9:51 a.m. to discuss the following:

1. *Government Code Section 54957: Public Employee Discipline/Dismissal/Release.*
2. *Government Code Section 54957.6: Conference with Labor Negotiators.  
Agency Representative: Morris Fuselier, III, CEO.  
Employee Organization: CSEA.*
3. *CEO Contract Renewal*



4. *Rejection of Claims for Damages: It is requested that the Board of Directors consider the rejection of the two (2) claims submitted for accident on October 14, 2019, claims # 577155.*

**11. RECONVENE TO OPEN SESSION**

703 The Board of Directors reconvened to open session 10:18 a.m.

**12. ACTION TAKEN AS A RESULT OF CLOSED SESSION**

Ms. Grooms stated the board rejected item 4- Rejection of claims for damages of the two (2) claims submitted for accident on October 14, 2019, claim # 577155.

**13. ADJOURNMENT**

704 Motion was made by Board Clerk Diane Grooms and seconded by Vice President Shawn Cabey to adjourn the meeting at 10:20 a.m.

The next regular meeting of the Board of Directors is scheduled for Tuesday, February 11, 2020 at 9:00 a.m.

  
\_\_\_\_\_  
Morris Fuselier, III, Chief Executive Officer &  
Secretary to the Board of Directors

  
\_\_\_\_\_  
Diane Grooms  
Clerk to the Board of Directors

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

BOARD POLICY

2009

ASSESSMENT PROCEDURE

1.0 AUTHORITY

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First Reading: May 18, 1983  
Second Reading: June 15, 1983  
Board Adopted: June 15, 1983  
Revised-First Reading: December 8, 1989  
Revised-Second Reading: December 14, 1989  
Revised-Adoption: December 14, 1989

## ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

## BOARD POLICY

7013

## BUSINESS AND FISCAL

## NON HOME-SCHOOL TRANSPORTATION BILLING PROCEDURES

It is the intent of the Board of Directors that non-home to school transportation service shall be self-supporting.

For the purposes of this section, “field trips” shall apply to educational, extracurricular, athletic or any other requested service which is not a part of the routine home to school transportation service.

1. Field trips shall be billed as follows:
  - a. JPA members shall be billed for drive labor and mileage costs.
  - b. Non-JPA members shall be billed for driver labor, mileage, and bus depreciation costs.
2. Costs will be calculated as follows:
  - a. Drive labor shall be based upon the average driver’s hourly cost, to include fringe benefits and overtime costs.
  - b. Mileage costs shall include all costs of vehicle maintenance divided by the number of miles accumulated by the fleet during the preceding fiscal year.
  - c. Bus depreciation costs shall be calculated by dividing the replacement cost of a new transit bus by 15 years. This figure would be divided by the average annual bus miles to produce the cost per mile for depreciation.
  - d. Non-JPA members shall be required to produce an insurance waiver which will cover the \$1000.00 deductible property and liability costs. This waive must be included with the application for transportation service.
  - e. Non-JPA members shall be required to pay for all services in advance. The Agency will collect estimated charges, plus a deposit. The amount of the deposit shall be determined by the Agency. Upon completion of the field trip, the Agency will refund all unused monies.
3. Cancellation Fee
 

If a user cancels a field trip and fails to notify the Agency of the cancellation, driver and mileage costs will be billed to the user.

Updating of Field Trip

Annually the Chief Executive Officer shall update the field trip fee schedule and present to the Board of Directors for approval. This information will be presented at the regularly scheduled meeting of the Board of Directors, no later than April of each year. Upon adoption by the board of Directors, the updated fee schedule shall become effective for the upcoming fiscal year.

#### Charter Costs

Unless otherwise instructed, the Agency will make every effort to schedule field trips on Agency buses. If, because of a conflict with the home to school transportation service hours, the Agency is unable to accommodate a field trip request, the Agency will contract the requestor for permission to book the trip with an outside contractor. In this case, contact with the requestor will be made as soon as field trip request is received by the Agency. If neither the Agency nor an outside contractor is able to provide the service, the Agency will immediately contact the requestor for further instructions.

1. JPA members requesting charter service may make all arrangements through the Agency. JPA members making such arrangements without Agency assistance shall give written notice releasing the Agency from any and all liabilities in this regard.
2. All costs of non-agency charter bus service shall be borne by this user.

First Reading: April 27, 1989

Second Reading: May 25, 1989

Adopted: May 25, 1989

**MEMORANDUM OF UNDERSTANDING BETWEEN  
ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY AND MEMBER  
SCHOOL DISTRICTS  
REGARDING BUS AIDES**

This Memorandum of Understanding ("MOU") is entered into this 11th day of August, 2015, by and between Antelope Valley Schools Transportation Agency ("Agency") and its member districts Antelope Valley Union High School District, Keppel Union School District, Lancaster School District, and Westside Union School District ("Member Districts") (collectively referred to herein as the "Parties") regarding the employment of and utilization of school bus aides while transporting special education students.

WHEREAS, Member Districts require persons employed in bus aide positions to provide services to specifically identified special education students in compliance with Individualized Education Plans ("IEPs") while being transported on Agency busses to and from school and field trips.

Whereas, bus aides have previously been employed by individual Member Districts.

Whereas, bus aides will be employed by the Agency in the future.

Whereas, the Parties are interested in an MOU that establishes the that Member Districts shall reimburse the Agency for all costs associated with the employment of the bus aides hired by the Agency.

IT IS, THEREFORE, NOW AGREED BY AND BETWEEN THE PARTIES THAT:

1. **BUS AIDES.** The Agency shall hire bus aides for the purpose of serving special education students from Member Districts while students are being transported by the Agency. The Parties agree the Agency will pay the salary, provide health and welfare benefits, and make retirement contributions to the California Public Employee Retirement System on behalf of bus aides hired to provide assistance to special education students transported on Agency busses. The Agency, in collaboration with the Member Districts, shall assign bus aides pursuant to applicable student IEPs. The Agency agrees to hire, at the request of the Member District(s), additional aides as necessary to serve the individual needs of special education students.
2. **REIMBURSEMENT.** Member Districts shall reimburse the Agency for all costs associated with the bus aides' actual compensation, including, but not limited to statutory and health and welfare benefits. The Agency will invoice each Member District five (5) days before the close of each month the cost of the bus aides, including compensation, benefits, and other appropriate and reasonable reimbursable cost (e.g., mileage reimbursements). Member Districts will reimburse the Agency promptly upon receipt of a numbered invoice(s). Member Districts shall mail payment to the following address:

Antelope Valley Schools Transportation Agency  
Attention: Jo Anne Downen  
670 West Avenue L8  
Lancaster, CA 93534

The Agency shall mail invoices to the following address for each Member District:

Antelope Valley Union High School District  
Attention: Brenda Yardeen  
44811 Sierra Highway  
Lancaster CA 93534

Keppel Union School District  
Attention: Linette Hodson  
34004 128<sup>th</sup> Street East,  
Pearblossom CA 93553

Lancaster School District  
Attention: Ruby Thompson  
44711 Cedar Ave  
Lancaster, CA 93534

Westside Union School District  
Attention: Lisa Jehlicka  
41914 55<sup>th</sup> Street West  
Quartz Hill CA 93536

3. **FINGERPRINTING REQUIREMENTS.** The Agency shall require the bus aides to submit to fingerprinting and obtain clearance as required by law under the Agency's routine employment fingerprinting requirement, before performing any services to the Agency and/or any of the Member Districts.
4. **VERIFICATION.** The Parties agree that the Governing Boards of each Member District shall approve this MOU and provide verification of said approval to all Parties. This MOU shall become effective upon the approval of all of the Member District's Governing Boards and the Agency.

IN WITNESS WHEREOF, the Parties hereto have caused this agreement to be executed by their duly authorized representatives.

ANTELOPE VALLEY UNION HIGH SCHOOL DISTRICT

\_\_\_\_\_  
**David Vierra**  
Superintendent

\_\_\_\_\_  
Date

KEPPEL UNION SCHOOL DISTRICT

\_\_\_\_\_  
**Steve Doyle**  
Superintendent

\_\_\_\_\_  
Date

LANCASTER SCHOOL DISTRICT

\_\_\_\_\_  
**Michele Bowers**  
Superintendent

\_\_\_\_\_  
Date

WESTSIDE UNION SCHOOL DISTRICT

\_\_\_\_\_  
**Regina Rossall**  
Superintendent

\_\_\_\_\_  
Date

ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY

\_\_\_\_\_  
**Morris Fuselier**  
Chief Executive Officer

\_\_\_\_\_  
Date

00104-00008/778294.1



**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY  
670 W. Avenue L-8  
Lancaster, CA 93534**

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**Minutes – Regular Meeting - Board of Directors**

**Tuesday August 11, 2015**

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I. The regular meeting of the Board of Directors was called to order by Board President, Linette Hodson, at 9:00 a.m., Tuesday, June 9, 2015, at Antelope Valley Schools Transportation Agency, 670 W. Avenue L-8, Lancaster, California.

**II. ROLL CALL**

Members present were:

Linette Hodson, President  
Shawn Cabey, Vice President  
Diane Grooms, Clerk  
Jullie Eustler, Alternate  
Ken Scott, Alternate  
Morris Fuselier III, Secretary and CEO

Others present: Sandi Vaughn, Jo Anne Downen, Kathy Phillips, Terry Robertson, Charles Hill, Lenny Keltner, Susan Murphy, Nathalie Rodriguez, Arpad Kovacs, Marty Carpenter, Mike Breivogel, and Gail Boucher.

**III. PLEDGE OF ALLEGIANCE** – Jullie Eustler led the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA**

Motion was made by Board Clerk Diane Grooms and seconded by Board Member Ken Scott to approve the agenda as presented. This motion carried by a vote of 4-0 with no abstains. (Ayes –Linette Hodson, Shawn Cabey, Jullie Eustler, Ken Scott; Nays – None)

**V. PUBLIC COMMENTS**

Operations Manager, Sandi Vaughn, suggested that contact numbers be provided for the after school programs in case any emergency comes up.

## VI. CHIEF EXECUTIVE OFFICER'S REPORT

1. Mr. Fuselier had Jo Anne Downen present the financial report on the Agency's financial statement for July 2015.
2. The Accounts Receivable reports for July 2015 were presented for information. Ms. Downen advised that there were some issues with cash flow as some districts hadn't provided updates.

## VII. INFORMATION ITEMS

1. A copy of the Holiday Schedule 2015/2016 was presented for information.
2. A copy of Amendment No. 1 to the Joint Powers Agreement with more specific language was presented to the Board of Directors for information. Mr. Fuselier advised that there were some districts that had not yet approved the amendment.
3. Mr. Fuselier updated the Board of Directors on the Start-Up Bid/School Openings with only one serious incident which occurred and would further be discussed in Closed Session.
4. Mike Breivogel, Union President, was presented by Mr. Fuselier who gave updates on the CSEA conference, thanked Mr. Fuselier and the management team for working well together, and asked the Board of Directors to consider the addition of a full time custodian as well as an additional Mechanic 1A position.
5. Mr. Fuselier updated the Board of Directors on 7 radio installations; 6 for Special and 1 for Transit.

## VIII. INDIVIDUAL ACTION ITEMS

- 203 Motion was made by Board Clerk Diane Grooms and seconded by Board Vice President Shawn Cabey to approve the Consent Agenda Items, as presented. This motion carried by a vote of 4-0 with no abstains. (Ayes –Linette Hodson, Shawn Cabey, Diane Grooms, Ken Scott; Nays – None)
- 204 Motion was made by Board Vice President Shawn Cabey and seconded by Board Clerk Diane Grooms to authorize the temporary transfer of funds from the Los Angeles County Treasurer for the 2015-16 fiscal year, as presented. This motion carried by a vote of 4-0 with no abstains. (Ayes –Linette Hodson, Shawn Cabey, Diane Grooms, Ken Scott; Nays – None)
- 205 Motion was made by Board Clerk Diane Grooms and seconded by Board Member Ken Scott to approve the budget for fiscal year 2015-16, as presented. Mr. Scott provided recommendations for corrections. This motion carried by a vote of 4-0 with no abstains. (Ayes- Linette Hodson, Shawn Cabey, Diane Grooms, Ken Scott; Nays- None)

- 206 Motion was made by Board Vice President Shawn Cabey and seconded by Board Clerk Diane Grooms to approve the flat rate fees, as presented. This motion was then carried by a vote of 4-0 with no abstains. (Ayes –Linette Hodson, Shawn Cabey, Diane Grooms, Ken Scott; Nays – None)
- 207 Motion was made by Board Vice President Shawn Cabey and seconded by Board Clerk Diane Grooms to approve the addition of Aflac to be offered to the employees of Antelope Valley Schools Transportation Agency. This motion was then carried by a vote of 4-0 with no abstains. (Ayes –Linette Hodson, Shawn Cabey, Diane Grooms, Ken Scott; Nays – None)
- 208 Motion was made by Board Clerk Diane Grooms and seconded by Board Vice President Shawn Cabey to approve the Bus Aide MOU agreement, as presented. This motion was then carried by a vote of 4-0 with no abstains. (Ayes –Linette Hodson, Shawn Cabey, Diane Grooms, Ken Scott; Nays – None)
- 209 Motion was made by Board Clerk Diane Grooms and seconded by Board Member Ken Scott to approve the 2015/2016 Funding MOU, as presented. The Board requested to have the language “as described in paragraph 1 above,” be removed. A Second Motion was made by Board Clerk Diane Grooms and seconded by Board Member Ken Scott. This motion was then carried by a vote of 4-0 with no abstains. (Ayes –Linette Hodson, Shawn Cabey, Diane Grooms, Ken Scott; Nays – None)
- 210 Motion was made by Board Vice President Shawn Cabey and seconded by Board Clerk Diane Grooms to approve the purchase proposal from A-Z Bus Sales, as presented. This motion was then carried by a vote of 4-0 with no abstains. (Ayes- Linette Hodson, Shawn Cabey, Diane Grooms, Ken Scott; Nays- None)

#### **IX. BOARD MEMBER COMMENTS**

- Diane Grooms attended the orientation and was happy to have witnessed a positive environment.
- Linette Hodson thanked the Special Needs Dispatchers for going above and beyond in locating a missing child on the first day of school.

#### **X. CLOSED SESSION**

- 211 The Board of Directors of the Antelope Valley Schools Transportation Agency adjourned to closed session at 10:01 AM.

#### **XI. RECONVENE TO OPEN SESSION**

- 212 The Board of Directors reconvened to open session at 10:48 AM.

**XII. ACTION TAKEN AS A RESULT OF CLOSED SESSION**

1. No action was taken.
2. The Board of Directors rejected claim for damages submitted for Claim #508061.

**XIII. ADJOURNMENT**

- 213 Motion was made by Board Vice President Shawn Cabey and seconded by Board Member Ken Scott to adjourn the meeting at 10:50 AM on Tuesday, August 11, 2015. This motion carried by a vote of 4-0 with no abstains. (Ayes –Linette Hodson, Shawn Cabey, Diane Grooms, Ken Scott; Nays – None)

There next regular meeting of the Board of Directors scheduled for Tuesday, September 8, at 9:00 AM.

  
\_\_\_\_\_  
Morris Fuselier, III, Chief Executive Officer &  
Secretary to the Board of Directors

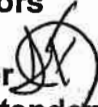
ANTELOPE VALLEY UNION HIGH SCHOOL DISTRICT  
BUSINESS SERVICES

December 4, 2006  
BSO/042

SEE OTHER  
SIDE!

MEMORANDUM

TO: All Principals  
Program Directors

FROM: Jeffery E. Foster   
Deputy Superintendent

SUBJECT: Meeting with Antelope Valley Schools  
Transportation Agency (AVSTA)

---

On Friday, December 1, 2006, District representatives met with the Antelope Valley Schools Transportation Agency (AVSTA) to review concerns expressed by school sites related to service of AVUHSD vehicles. The meeting was productive and specific agreements were made which should clarify service related issues and assist schools in budgeting.

- School sites/programs are responsible for submitting vehicle work orders through the AVSTA's Drivers' Trouble Report paperwork. It is essential that, when requesting service repairs, the requisitioner fill out in detail what service is requested by AVSTA. The use of phrases such as "make operational" do not provide sufficient specificity in requesting service.
- Any repair estimated to be \$250 or more will require specific authorization from the requisitioner for AVSTA to make repairs.
- Where school sites have a Maintenance I (staff member), the request for funding authorization beyond \$250 will go to that individual. At sites or programs where a Maintenance I employee is not present, the request for additional authorization will go to the Program Director.
- It is the responsibility of the contacted school site employee to ensure that his or her principal is aware of the request for funding authorization and the principal must support the request.
- In cases where a vehicle is delivered to AVSTA for repair or service by someone other than a Maintenance I, it shall be the responsibility of AVSTA to contact the Maintenance I at that site to let them know what the evaluation of the request for repairs will consist of, including anticipated cost.
- Vehicles taken to AVSTA will be serviced according to OEM maintenance schedules (manufacturer recommendations) and will be serviced accordingly based on mileage and the age of the vehicle.
- Oil changes will be completed within 45-minutes if the requisitioner calls in advance and schedules an appointment for that service. This will eliminate the need to drop off vehicles and retrieve them at a later date when only an oil change is required.



75

# 20.00

- Tire repair will be done within 45-minutes for a flat rate of \$15 per tire repair if there is no damage to the tire or the rim. Requisitioners must call in advance and schedule tire repair service to receive the benefit of the 45-minute timeframe. Note: Sites must provide AVSTA with the tire size if replacement is needed to verify tire availability.

It is essential that persons requisitioning service on district vehicles communicate with the budget manager at the school site responsible for providing repair/service funding for district vehicles. It is further essential that Site Account Technicians, where employed, are kept in the information loop from the point of vehicle repair requisition to the receipt of invoice for payment. It is hoped that these clarifications will assist all parties in servicing the district's vehicles and that they will be maintained in a manner which is safe and cost effective.

JEF:vt

- cc: Maintenance I's
- Site Account Technicians
- Cabinet
- Board of Trustees
- Mat Havens
- Ed Hedgecock
- Gary Russell - AVSTA

currently under Contract  
w/ HIGH SCHOOL 5/7/13

KR

KEEP

TIRE CHARGES PER TIRE		
1	TIRE	0.75
2	TIRES	1.5
3	TIRES	2.25
4	TIRES	3
5	TIRES	3.75
6	TIRES	4.5
7	TIRES	5.25
8	TIRES	6
9	TIRES	6.75
10	TIRES	7.5
11	TIRES	8.25

\* If it takes you longer put on shop time \*

**PROPOSAL FOR INCREASING HOURLY MAINTENANCE RATES FOR VEHICLE REPAIR.**

Currently AVSTA charges districts \$40.00 per hr for vehicle repairs, parts charges are cost plus 10%. These rates have not been reviewed or revised since July 2007. After researching the average cost of vehicle maintenance in the area, we have discovered the average to be approximately \$111.00 per hour. (see attached chart).

We are proposing that the district charges be changed as follows:

- Increase hourly rate from \$40.00 per hour to \$65.00 per hour.
- A shop/hazmat fee of \$10.00 per work order to cover incidentals (i.e. brake cleaners, etc.) and administrative fees. Administrative fees include Fleet Manager’s time for scheduling repairs and Shop Clerk’s time to maintain vehicle records, including smog information, on all vehicles.
- Parts will be charged at our cost without the 10% markup.

Research of area maintenance costs conducted in April, 2014.

**Area Auto Shop Charges**

Pep Boys	\$117.00
Wayne & Dave’s	\$94.00
AV Auto Care	\$95.00
Bob Howle Automotive	\$100.00
Q&H Automotive	\$116.62 (basic) \$118.95 (diagnostic)
<b><u>Average</u></b>	<b><u>\$106.93</u></b>

**Dealership Charges**

AV Chevrolet	\$109.00
AV Ford	\$119.00
Hunter Dodge	\$119.00
<b><u>Average</u></b>	<b><u>\$115.67</u></b>

**Overall Average \$111.30**

2013 – 2014 school year charges (actual)	2013 – 2014 school year charges (with changes)
--	--

Parts \$32,993.03	Parts \$29,693.73
Labor \$32,941.83	Labor \$53,530.47
O/S \$13,241.16	O/S \$13,241.16
Total \$79,176.02	Total \$96,465.36

Parts Reduction \$3,299.30	Labor Increase \$20,588.64	Total Increase \$17,289.34
----------------------------	----------------------------	----------------------------

**Budget vs Actual**

**General Operating Fund January 31, 2025**

Budget: Adopted

Months Remaining	<b>7</b>
Percentage	<b>58.33%</b>

Object	Description	2024-2025 Budget	Y-T-D Actual	Encumbrances Outstanding	Balance	Percent Remaining
<b>Revenues</b>						
8600-8799	Local	\$ 21,642,300	\$ 2,057,942	\$ -	\$ 19,584,358	90.49%
		\$ 2,139,570				
	<b>Total Revenues</b>	<b>\$ 23,781,870</b>	<b>\$ 2,057,942</b>	<b>\$ -</b>	<b>\$ 19,584,358</b>	<b>82.35%</b>
<b>Expenditures</b>						
2000-2999	Classified Salaries	\$ 10,515,237	\$ 5,940,130	\$ -	\$ 4,575,107	43.51%
3000-3999	Employee Benefits	\$ 6,147,006	\$ 1,698,177	\$ -	\$ 4,448,829	72.37%
4000-4999	Supplies (Net of Fuel)	\$ 969,818	\$ 469,532	\$ 655,361	\$ 500,286	51.59%
4361	Fuel Diesel	\$ 970,000	\$ 399,453	\$ 380,547	\$ 570,547	58.82%
4364	Fuel CNG	\$ 125,000	\$ 43,322	\$ 27,127	\$ 81,678	65.34%
4365	EV Electricity	\$ 75,000	\$ 11,307	\$ 18,693	\$ 63,693	84.92%
5000-5999	Services	\$ 2,317,493	\$ 2,285,919	\$ 1,581,901	\$ 31,574	1.36%
6000-6999	Capital Outlay	\$ 2,292,501	\$ 858,332	\$ 1,906,236	\$ 1,434,169	62.56%
7000-7999	Other Outgo	\$ 369,815	\$ -	\$ -	\$ 369,815	100.00%
	<b>Total Expenditures:</b>	<b>\$ 23,781,870</b>	<b>\$ 11,706,171</b>	<b>\$ 4,569,866</b>	<b>\$ 12,075,699</b>	<b>50.78%</b>

Statistics	Diesel		CNG		Electricity	
	Payments	Average Cost	Payments	Average Cost	Payments	Average Cost
Jul-24	\$ -	\$ -	\$ 50	\$ 0.40	\$ 788	\$ 0.47
Aug-24	\$ 25,037	\$ 3.37	\$ 1,340	\$ 0.54	\$ 863	\$ 0.58
Sep-24	\$ 99,787	\$ 3.36	\$ 3,756	\$ 0.53	\$ 1,198	\$ 0.61
Oct-24	\$ 106,499	\$ 3.57	\$ 4,236	\$ 0.53	\$ 1,237	\$ 0.44
Nov-24	\$ 54,168	\$ 3.62	\$ 6,152	\$ 0.62	\$ 804	\$ 0.41
Dec-24	\$ 52,252	\$ 3.48	\$ 5,891	\$ 0.78	\$ 422	\$ 0.64
Jan-25	\$ 59,615	\$ 3.97	\$ 6,448	\$ 0.81	\$ 454	\$ 0.56

Prior year Report



**Antelope Valley Schools Transportation Agency**  
**A/R Aging Summary**  
As of January 31, 2025

	<b>Current</b>	<b>1 - 30</b>	<b>31 - 60</b>	<b>61 - 90</b>	<b>91 - 120</b>	<b>121 - 150</b>	<b>151 - 180</b>	<b>181 and over</b>	<b>Total</b>
<b>AV UNION HIGH SCHOOL DIST.</b>		916,176.93	916,176.93	916,176.93	916,176.93	916,176.93	916,176.93	916,176.93	6,413,238.51
<b>LANCASTER SCHOOL DIST</b>		582,273.48	582,273.48	582,273.48	582,273.48	582,273.48	582,273.48	582,273.48	4,075,914.36
<b>WESTSIDE SCHOOL DIST</b>		305,074.59	305,074.59	305,074.59	305,074.59	305,074.59	305,074.59	305,074.59	2,135,522.13
<b>TOTAL</b>	<b>\$ 0.00</b>	<b>\$ 1,803,525.00</b>	<b>\$ 1,803,525.00</b>	<b>\$ 1,803,525.00</b>	<b>\$ 1,803,525.00</b>	<b>\$ 1,803,525.00</b>	<b>\$ 1,803,525.00</b>	<b>\$ 1,803,525.00</b>	<b>\$ 12,624,675.00</b>

Tuesday, Feb 04, 2025 12:33:04 PM GMT-8

OPERATIONS UPDATE

DRIVER INFORMATION							
ROUTES			DRIVERS			UNASSIGNED ROUTES	
TRANSIT	24	➔	DRIVERS	23	➔	UNASSIGNED	1
SPED	59	➔	DRIVERS	57	➔	UNASSIGNED	2
COVER	15	➔	DRIVERS	7	➔	UNASSIGNED	8
TRIP DRIVER (Cover drivers when trips are not scheduled)	2	➔	DRIVERS	1	➔	UNASSIGNED	1
TOTAL	100	➔	ACTIVE DRIVERS	88	➔	<b>TOTAL UNASSIGNED</b>	<b>12</b>
			DRIVERS OFF LONG TERM	9		AVERAGE NUMBER OF CALL OUTS AND APPROVED LEAVE PER DAY	-15
			TOTAL DRIVERS	97		CURRENT DRIVER TRAINEES	10

BUS AIDE INFORMATION							
ROUTES			BUS AIDES			UNASSIGNED ROUTES	
SPED	22	➔	AIDES ASSIGNED	19	➔	UNASSIGNED	3
COVER	6	➔	AIDES ASSIGNED	5	➔	UNASSIGNED	1
TOTAL	28	➔	ACTIVE BUS AIDES	24	➔	<b>TOTAL UNASSIGNED</b>	<b>4</b>
			BUS AIDES OFF LONG TERM	7		AVERAGE NUMBER OF CALL OUTS AND APPROVED LEAVE PER DAY	-5
			TOTAL BUS AIDES	31		CURRENT BUS AIDE TRAINEES	0

EVERDRIVEN INFORMATION							
EVERDRIVEN ROUTES (H.S.)	30		STUDENT COUNT	32		BUS AIDE COUNT	4
EVERDRIVEN ROUTES (W.S.)	3		STUDENT COUNT	3		BUS AIDE COUNT	0
TOTAL	33		TOTAL	35		TOTAL	4

**INDIVIDUAL ACTION ITEM # 011**

**SUBJECT:        CONSENT AGENDA ITEMS**

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**ACTION REQUIRED:**

A majority vote by the full board.

**REFERENCE MATERIALS ATTACHED:**

- |    |   |                 |
|----|---|-----------------|
| A. | <i>Approval of Regular Minutes on January 8, 2025</i>             | <b>Page 112</b> |
| B. | <i>Approval of Special Minutes on January 24, 2025</i>            | <b>Page 116</b> |
| C. | <i>Approval of Special Minutes on January 31, 2025</i>            | <b>Page 120</b> |
| D. | <i>Commercial Warrants &amp; Purchase Orders for January 2025</i> | <b>Page 124</b> |
| E. | <i>Personnel Schedule</i>   | <b>Page 135</b> |

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**670 W. Avenue L-8**  
**Lancaster, CA 93534**

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**Minutes – Regular Meeting - Board of Directors**

**Wednesday, January 8, 2025**

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1. The regular meeting of the Board of Directors was called to order by Board Clerk Larry Freise at 9:00 a.m., Wednesday, January 8, 2025, at the Antelope Valley Schools Transportation Agency, Board Room, 670 W. Avenue L-8, Lancaster, California.

2. **ROLL CALL**

Members present were:

Larry Freise Ed. D., Clerk– Lancaster School District

Rosemary Mann, Alternate – AV Union High School District entered after roll-call and at 9:06 AM.

Duane Winn, Alternate – Lancaster School District.

Jake Briggs Ed. D., Alternate – Westside Union School District

Morris Fuselier III, Secretary and CEO – Antelope Valley Schools Transportation Agency

Others present: Sherynn Morton, Evie Strader, Fernando Nunez, Josie Delgado, David Castillo, Chris Fujioka from CSEA, Julie Drake from the AV Press, Lisa Veloz, Jenniffer Aguirre, Chris Adames, Jessica Sevilla, Earl Gately, and Charles Coleman from Lancaster School District.

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF AGENDA**

Motion was made by Board Alternate Jake Briggs and seconded by Board Alternate Duane Winn to approve the Agenda on January 8, 2025, as presented. This motion carried by a vote of 2-0 with no abstains. (Ayes – Larry Freise, Jake Briggs – None)

5. **PUBLIC COMMENTS**

Members of the public who would like to address the Board on any item **on the agenda** may do so now or when the President requests comments from the public as the item is being considered by the Board. Please identify the agenda item you wish to discuss. Individual speakers are limited to three (3) minutes each, and the total time for public input on each item shall be limited to fifteen (15) minutes.

None

## 6. CHIEF EXECUTIVE OFFICER'S REPORT

- A. David Castillo presented the budget and accounts receivable updates. Mr. Castillo stated that the Agency has fifty percent of the budget remaining and that he is still working on correcting the benefits. Board Alternate Dr. Briggs expressed his concerns regarding past-due invoices. Mr. Castillo explained that all invoices have been placed on hold while awaiting the auditors' review of assessments. Dr. Briggs emphasized that he does not want it to seem like the districts are neglecting to pay their invoices when they were directed not to make any payments. Mr. Castillo confirmed that the Agency had instructed the districts to hold off on payments until Eide Bailly completes the audit and that the Agency is scheduled to meet with Eide Bailly next Monday.
- B. Directors Update
  - 1. Director of Operations Evie Strader presented the agency operations update. Ms. Strader reviewed the route statistics on page five of the packet. Ms. Strader thanked employees and staff for participating in all the December events held at the Agency. Mr. Fuselier thanked the Safety and Training department for the new trainee class and informed the board that two newly delegated trainers have been selected and will assist in the training.
  - 2. Director of Fleet and Facilities Jessica Sevilla presented the shop, CNG, grant, and infrastructure projects update. She presented the updates with no major changes from the previous month's update. Ms. Sevilla reviewed the fleet count snapshot, grant update, and BYD bus delivery schedule. She informed the Board that the shop plans to test drive the BYD EV bus to Disneyland and will map fast chargers to maximize resources along the route. She stated that the Agency will charge buses at BYD on Ave H as AVTA only has a selected number of chargers for the Agency to use.
- C. Mr. Fuselier presented the return of surplus funds slides. The presentation included the general fund structure with a total capital outlay of \$3.6 million and other restricted funds with a total of \$6.4 million, which totaled \$10,060,000.00. He confirmed that once the Agency meets with Eide Bailly, he will have the exact amount of the return of the surplus funds.

## 7. INFORMATION ITEMS

- A. Morris Fuselier presented the agency structure, operations, and staff update. Mr. Fuselier stated that he is grateful that all districts were on the same winter break schedule so that the Agency staff could come back well rested. He informed the Board that the shop has open positions pending to be filled.
- B. Morris Fuselier presented the 2025 California minimum wage increase. He stated that all Agency staff are over the \$16.50 hourly wage.
- C. Morris Fuselier presented the 2025 federal mileage rate increase. He stated that mileage has increased by three cents.
- D. Morris Fuselier presented the purchase of additional buses on page seven of the packet. Mr. Fuselier asked the Board to consider purchasing two to three diesel or propane buses.

He stated that the costs would continue to increase since the manufacturers are no longer making them and suggested the Board highly consider them. Board Clerk Dr. Larry Freise asked if the buses were included in the \$800,000 in the capital outlay funds. Mr. Fuselier confirmed.

## 8. INDIVIDUAL ACTION ITEMS

001 Motion was made by Board Alternate Jake Briggs and seconded by Board Alternate Rosemary Mann to approve the Consent Agenda Items. This motion carried by a vote of 3-0 with no abstains. (Ayes – Jake Briggs, Larry Freise, Rosemary Mann; Nays – None)

002 Motion was made by Board Alternate Rosemary Mann and seconded by Board Alternate Dr. Briggs to approve the Pacific West as the design-build contractor for the development of capital improvements, as presented. Ms. Sevilla stated that Board Vice President Rob Garza recommended that the Agency use Pacific West as the project manager for the infrastructure projects. She stated that neither she nor the Agency has the expertise, time, or personnel for RFPs or project development. Mr. Fuselier stated it is the model he has used in previous districts he has worked for, and that Pacific West comes highly recommended by both Westside School and AV High School Districts.

Board Alternate Dr. Briggs stated that the district recommends Pacific West; however, he stated that their services are costly and that he does not see the Agency needing a contractor for projects that are not major. He stated that the Agency should discuss the scope of work before outsourcing. Mr. Fuselier stated that he wants to engage Pacific West to formulate and construct a plan to present to the Board. Dr. Briggs stated that he suggests a work session with the Board before engaging with Pacific West. The Board agreed to table the item until the February board meeting and agreed to schedule a meeting before then to discuss the Agency's needs.

The motion to table item 002 was made by Board Alternate Jake Briggs and seconded by Board Alternate Rosemary Mann. The motion to table the item carried by a vote of 3-0 with no abstains. (Ayes – Jake Briggs, Larry Freise, Rosemary Mann; Nays – None)

## 9. CLOSED SESSION

003 The Board of Directors of the Antelope Valley Schools Transportation Agency adjourned to closed session at 9:45 a.m. to discuss the following:

1. **Government Code Section 54957: Public Employee Discipline/Dismissal/Release.**
2. **Government Code Section 54957.6: Conference with Labor Negotiator.**  
**Agency Representative: Morris Fuselier, III., CEO**  
**Employee Organization: CSEA**

## 10. RECONVENE TO OPEN SESSION

004 The Board of Directors reconvened to open session 9:51 a.m.

**11. ACTION TAKEN AS A RESULT OF CLOSED SESSION**

No action taken.

**12. BOARD MEMBER COMMENT**

Board Alternate's Dr. Jake Briggs and Rosemary Mann told everyone Happy New Year! Ms. Mann informed Executive Assistant Sherynn Morton that she has not received emails to the high school district email. Ms. Morton stated she would look into the issue further.

Mr. Fuselier introduced Duane Winn as the new Lancaster School District Board Alternate. Mr. Winn stated he is happy to be on the Board and looks forward to working with the Agency.

Mr. Fuselier thanked the Board and stated he appreciates the support and patience from all member districts.

Dr. Larry Friese said Happy New Year and stated that he is happy to see everyone.

**13. ADJOURNMENT**

005 Motion was made by Board Alternate Jake Briggs and seconded by Board Alternate Rosemary Mann to adjourn the regular board meeting at 9:55 a.m. This motion carried by a vote of 3-0 with no abstains. (Ayes – Jake Briggs, Larry Freise, Rosemary Mann; Nays – None)

The next regular meeting of the Board of Directors is scheduled for Wednesday, February 12, 2025, at 9:00 a.m.



Morris Fuselier, III, Chief Executive Officer and Secretary to the Board of Directors

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Larry Freise  
Clerk to the Board of Directors

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**670 W. Avenue L-8**  
**Lancaster, CA 93534**

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**Minutes – Special Meeting - Board of Directors**

**Friday, January 24, 2025**

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1. The regular meeting of the Board of Directors was called to order by Board President Kevin Vensko at 9:01 a.m., Friday, January 24, 2025, at the Antelope Valley Schools Transportation Agency, Board Room, 670 W. Avenue L-8, Lancaster, California.

2. **ROLL CALL**

Members present were:

Kevin Vensko, President – Antelope Valley Union High School District

Rob Garza, Vice President – Westside Union School District

Larry Freise Ed. D., Clerk– Lancaster School District

Rosemary Mann, Alternate – Antelope Valley Union High School District.

Duane Winn, Alternate – Lancaster School District entered after roll-call and at 9:09AM.

Morris Fuselier III, Secretary and CEO – Antelope Valley Schools Transportation Agency

Others present: Sherynn Morton, Charles Hill, Kathy Phillips, Evie Strader, Jessica Sevilla, Nate Lillard, David Castillo, Lisa Veloz, Regina Rossall Westside Union School District Superintendent, Trixie Flores Director of Business and Fiscal Services from AV Union High School District, Caroline Larson, CPA. from Eide Bailly, Dr. Paul Marietti Lancaster School District Superintendent, Steve DeMarzio Board member from Westside Union School District, Charles Coleman HR Director from Lancaster School District, Brittany Kruczynski Director of Business Services from Westside Union School District, and Greg Nehan AV Union High School District Superintendent.

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF AGENDA**

Motion was made by Board Clerk Larry Freise and seconded by Board Vice President Rob Garza to approve the Agenda on January 24, 2025, as presented. This motion carried by a vote of 3-0 with no abstains. (Ayes – Larry Freise, Rob Garza, Kevin Vensko – None)

5. **PUBLIC COMMENTS**

Members of the public who would like to address the Board on any item **on the agenda** may do so now or when the President requests comments from the public as the item is being considered by the Board. Please identify the agenda item you wish to discuss. Individual speakers are limited to three (3) minutes each, and the total time for public input on each item shall be limited to fifteen (15) minutes.



None

## 6. BUDGET WORKSHOP

- A. Mr. Fuselier introduced Caroline Larson, CPA., to present the Eide Bailly Report Review. He accepted responsibility for the oversights and mistakes of the accounting department. He stated that the Agency engaged with Eide Bailly to review current processes and procedures to address past billing issues and to correct assessments moving forward.

Ms. Larson presented her slides which were printed and provided as a handout to all in attendance. First, she highlighted her experience and background in accounting and previous service with all member districts. She stated the focus must be that the Agency is a JPA and not a school district. She went over the process overview stating the Agency engaged with Eide Bailly in July 2024 to research how the Agency was double billing the district's assessments and to facilitate and redistribute the excess funds. She stated due to outdated systems that it took months to gather data and that accounting and historical data from 2008-2011 could not be found due to turnover during that timeframe. Ms. Larson stated that only eighty-five percent of processes are currently documented, which is where a board policy must be created to improve its procedures. She mentioned that other barriers include the absence of software due to the Agency's unique model, high turnover levels, and a lack of expertise in accounting.

Next, she highlighted the source documents from the discovery which included board policies 7013 and 7019, the August 2015 bus aide MOU, and the December 2006 AVUHSD memo for invoicing vehicle maintenance. She stated that the best practice is to go back to the 1980s board policy assessment formula where all districts pay their portions, as double billing is built inherently into the current model. She suggested that the district employs the bus aides and that the high school pays for their own vehicle maintenance to remove the "carve outs".

Next, she discussed the return of the 2023-2024 funds with a total of \$4.95 million redistributed back to the member districts, stating concerns that the Agency only has \$5.6 million in cash in the County treasury. She emphasized the need for cash flow and general accounting assistance, particularly with categories, and mentioned she will work with David Castillo and Lisa Veloz correcting them, as she does not have confidence in LACOE's cash flow actuals as of January 21, 2025. Mr. Castillo stated that the Agency has held the 2024-2025 invoices for all districts pending the findings of the audit. Dr. Larry Freise asked Mr. Castillo for the total pending Accounts Receivables and Mr. Castillo stated approximately \$12 million. Ms. Larson stated she is not in agreement that the districts have been billed correctly for 2024-2025. She then reviewed two scenarios to return funds with a breakdown and total return of funds per district. Board Vice President Rob Garza stated he is concerned with the percentage. Ms. Larson expressed her desire to research and verify the miles and minutes for accuracy, to ensure that the model distributes costs correctly. Board President Kevin Vensko asked if there is software to track this data without the need for manual data entry. Ms. Larson stated better systems need to be put in place so that accounting processes are easier to discover but suggested that the Board needs to agree on the correct assessment processes, before implementing new software.

Board President Kevin Vensko stated the Board needs to address the cash flow issue first, so that the Agency can continue to operate and pay its employees. Mr. Fuselier stated all issues were addressed in the current billing for 2024-2025 and that Mr. Castillo will send the invoices to the districts for payment. Mr. Vensko asked Ms. Larson to validate the assessment billing for accuracy so that the districts could pay outstanding invoices.

Board Clerk Dr. Freise stated it makes sense for the districts to share costs and that the Agency has made progress in correcting staffing issues. Mr. Fuselier stated the billing was done incorrectly by the previous Budget and Accounting Manager but has since corrected the issue. Dr. Freise stated there was an anomaly with the Lancaster School District and then again with COVID and suggested that Ms. Larson look further into 2022-2023 assessments to determine if redistribution of percentages is necessary.

Board Vice President Rob Garza expressed his gratitude to Ms. Larson for her thorough report. He raised concerns about the employment of bus aides by districts, noting that many students require one-on-one aides, which could create complications with the bargaining unit. Ms. Larson acknowledged that she was not aware of the one-on-one aide situation and now understands the challenges districts face in employing bus aides. Mr. Vensko said he is aware of the high school district's white fleet vehicle maintenance and will research further on his districts end.

Mr. Garza mentioned that he would compile a list of questions and requested additional information from the Agency moving forward, so all districts can fully understand the situation. He also expressed a desire for a strategic plan that incorporates timelines for various projects and their completion dates.

Board President Kevin Vensko proposed that the Agency hold study sessions either weekly or biweekly to promptly address budgetary concerns. Mr. Garza suggested that Ms. Larson participate in future meetings alongside the district business staff. Dr. Larry Freise emphasized the importance of the Agency meeting with new Board members when they take office, to provide them with historical context and to discuss reviewing board policy related to assessments and billings.

Mr. Garza requested that Mr. Fuselier review and update the board policy in accordance with the California School Boards Association (CSBA) guidelines, similar to the annual updates conducted by the districts. Mr. Fuselier noted that CSBA typically does not include policies related to transportation. Board Alternate Rosemary Mann pointed out that the districts frequently meet to review and revise their policies, and she believes the Agency would benefit if it did the same.

Ms. Larson concluded her presentation, stating she will review the Agency's 2024-2025 invoices for accuracy to help the districts catch up on billing before addressing further recommendations. The Board agreed to meet the following Friday for a special meeting to discuss invoices and assessment policy.

- B. Mr. Fuselier stated that he will hold off with the discussion on the proposed return of excess fund balance until after the invoices have been reviewed and the next meeting is held.

**7. BOARD MEMBER COMMENT**

Board Vice President Rob Garza expressed his concerns regarding diesel buses and inquired about any progress toward transitioning the fleet to all-electric vehicles by 2025. Jessica Sevilla responded that the Agency has stalled the procurement of the electric fleet and is currently awaiting the new administration policies concerning diesel. She clarified that this affects the trucking industry, not school buses.

Morris Fuselier thanked Ms. Larson for the presentation and looks forward to the collaboration.

Dr. Larry Freise stated he has the utmost confidence in the Agency and looks forward to future meetings and thanked representatives from all districts for attending.

Board Alternate Duane Winn thanked the Agency for the safety of students on routes in areas of the recent fire and stated that he is interested in reviewing board policy.

Mr. Garza thanked Ms. Larson and the representatives from Westside Union School District for being a part of the meeting and reiterated the importance in collaboration amongst all.

Board Alternate Rosemary Mann echoed all. She thanked the districts and stated the Agency must evolve for current demands.

Mr. Vensko thanked all staff and the board members.

**8. ADJOURNMENT**

006 Motion was made by Board Clerk Larry Freise and seconded by Board Vice President Rob Garza to adjourn the regular board meeting at 11:02 a.m. This motion carried by a vote of 3-0 with no abstains. (Ayes –Larry Freise, Rob Garza, Kevin Vensko; Nays – None)

The next regular meeting of the Board of Directors is scheduled for Wednesday, February 12, 2025, at 9:00 a.m.

  
\_\_\_\_\_  
Morris Fuselier, III, Chief Executive Officer and  
Secretary to the Board of Directors

\_\_\_\_\_  
Larry Freise  
Clerk to the Board of Directors

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**  
**670 W. Avenue L-8**  
**Lancaster, CA 93534**

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**Minutes – Special Meeting - Board of Directors**

**Friday, January 31, 2025**

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1. The regular meeting of the Board of Directors was called to order by Board President Kevin Vensko at 9:03 a.m., Friday, January 31, 2025, at the Antelope Valley Schools Transportation Agency, Board Room, 670 W. Avenue L-8, Lancaster, California.

2. **ROLL CALL**

Members present were:

Kevin Vensko, President – Antelope Valley Union High School District  
Rob Garza, Vice President – Westside Union School District  
Larry Freise Ed. D., Clerk– Lancaster School District  
Rosemary Mann, Alternate – Antelope Valley Union High School District.  
Jake Briggs Ed. D., Alternate - Westside Union School District  
Duane Winn, Alternate – Lancaster School District  
Morris Fuselier III, Secretary and CEO – Antelope Valley Schools Transportation Agency

Others present: Sherynn Morton, Charles Hill, David Castillo, Evie Strader, Kathy Phillips, Jessica Sevilla, Chris Adames, Charles Coleman Director of personnel from Lancaster School District, Brittany Kruczynski Director of Business Services from Westside Union School District.

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF AGENDA**

Motion was made by Board Vice President Rob Garza and seconded by Board Clerk Dr. Larry Freise to approve the Agenda on January 31, 2025, as presented. This motion carried by a vote of 3-0 with no abstains. (Ayes – Larry Freise, Rob Garza, Kevin Vensko – None)

5. **PUBLIC COMMENTS**

Members of the public who would like to address the Board on any item **on the agenda** may do so now or when the President requests comments from the public as the item is being considered by the Board. Please identify the agenda item you wish to discuss. Individual speakers are limited to three (3) minutes each, and the total time for public input on each item shall be limited to fifteen (15) minutes.

None

## 6. BUDGET WORKSHOP

- A. Morris Fuselier II presented an analysis of the assessment process. He noted that Caroline Larson from Eide Bailly calculated the assessments at a higher cost to the districts compared to the Agency's figures. However, she canceled the meeting and rescheduled it for the following Tuesday. Dr. Jake Briggs mentioned that he was not present at the last meeting and was under the impression that the Agency would discuss how it assesses each district. Board Vice President Rob Garza pointed out that, based on the last special board meeting, the Agency is facing a cash flow issue. He stressed that the goal for today was to ensure the accuracy of the assessments so that the districts can submit their payments.

Budget and Accounting Manager David Castillo presented slides that included a breakdown of billing categories by district, totaling \$23.7 million in assessments. Accounting Technician Lisa Veloz printed and distributed handouts for board members to review simultaneously. The handouts contained the 2024-2025 budget, a billing split with annual and monthly figures by district, member billing splits by percentage, transit and special assessments by district, and the adopted budget expenditures for 2024-2025 organized by categories.

Board President Kevin Vensko asked Mr. Castillo to provide the board with details on what each billing category title included in the annual figures, along with calculations from start to finish. This would help all members gain a better understanding of the billing process. Mr. Castillo attempted to explain the categories, but the Board requested that line items be listed for clarity and ease of reading. Dr. Briggs specifically requested a breakdown of the 5-year plan. In addition, Ms. Veloz printed and distributed the Agency's 3-year plan for all members to review later in the discussion.

Mr. Briggs expressed that it is gross negligence for the Agency to retain excess funds for the past year. Mr. Fuselier explained that the audit conducted by Eide Bailly took six months to complete. He mentioned that he had attempted to return portions of the funds multiple times but was instructed by the Board to wait until the audit was finished so that the entire amount of excess funds could be redistributed. Mr. Fuselier also noted that he believed this meeting was intended to outline the next steps while waiting for Ms. Larson to review the outstanding invoice for accuracy. Dr. Larry Freise recommended that each district meet with the accounting department to gain a clearer understanding of the current assessment processes. Dr. Briggs emphasized that it would be in the board's best interest to address the entire board as a whole, ensuring that all new members have a better understanding.

Board Alternate Rosemary Mann asked Mr. Fuselier if the board could review the calculations compiled by Ms. Larson so that member districts could review them before submitting payment for invoices. Mr. Fuselier responded that the Agency would send this information to the members.

Mr. Vensko asked Mr. Castillo to review the miles and minutes so that each district could gain a clearer understanding of the assessment process and create a list of questions for further discussion. Mr. Garza emphasized the importance of providing the history of the existing policies for educational purposes. Mr. Fuselier stated that the Agency has always presented revisions to policies to the board and that many members have even drafted them. He then expressed gratitude to Kathy Phillips, Lisa Veloz, and David Castillo for working hard with Ms. Larson to assist with the audit over the past six months. Both Mr.

Fuselier and Dr. Briggs expressed a desire for joint ownership in both recognizing and correcting the errors. Dr. Freise urged the Board to focus on resolving the issue and moving forward in a positive manner.

Mr. Garza expressed his appreciation for the efforts of the Agency staff and emphasized the importance of ensuring that each district contributes its fair share. Mr. Fuselier mentioned that he has always accepted responsibility for past issues and hopes to rebuild the trust of the districts, ultimately reaching a mutual understanding. Additionally, Mr. Garza indicated that he is seeking a higher level of support from the Agency and offered to provide support from district personnel to assist the Agency.

Mr. Garza requested clarification on the categories within the five-year plan and asked the Agency to present to the members the actual expenses incurred by each district. He brought out that the grand total for capital outlay in the three-year plan did not match the capital outlay budget that was presented. Mr. Castillo agreed to review the figures and make corrections, as the totals did not accurately reflect the handouts provided.

Mr. Castillo then addressed the bus aide billing. Brittany Kruczynski from the Westside Union School District asked whether the Agency reevaluated assessments during the first interim period and adjusted the budget accordingly. Mr. Castillo confirmed that the Agency would so.

Mr. Garza emphasized that the board needs to identify which policies require revision and updates during this process. Mr. Vensko suggested that the board create a policy regarding the return of excess funds. Dr. Freise recommended that the Agency present all policies related to assessment at the next board meeting. Mr. Fuselier agreed to bring back all relevant board policies for review and discussion at the February board meeting.

Mr. Garza and Mr. Vensko stated that their primary goal today was to address cash flow issues and to ensure payment of 2024-2025 assessments. Dr. Freise agreed and stated that he would work on reinitiating the cash flow. He stated he was comfortable proceeding with the payment of the assessment as it stands and requested Mr. Castillo to email the worksheet that includes the computed assessments to the Board, and once the worksheet is received, the Lancaster School District will process the payment. Dr. Freise expressed his concern about the fluctuations in percentages as the school year progresses, with routes increasing and decreasing. Mr. Castillo mentioned that staffing poses a significant challenge. Mr. Fuselier said that he is hopeful IT Manager Ms. Phillips will identify software that provides more accurate data without the need for manual data entry.

Ms. Mann asked Mr. Fuselier to invite Ms. Larson from Eide Bailly to be present at the board meeting on February 12, 2025, to review assessments. Dr. Briggs requested information from Ms. Larson prior to the meeting so that fiscal personnel from the member districts could review it in advance. The Board agreed that Ms. Larson needs to assess the 2024-2025 evaluations and that corrective measures should be discussed afterward. The Board agreed that fiscal directors from each district should be present or able to join via Zoom during the meeting with Ms. Larson and the Agency, ensuring that all districts receive the necessary information before the next board meeting. Mr. Fuselier stated he would extend the invitation to all fiscal personnel for the meeting with Eide Bailly.

The Board agreed that at the next meeting, the Agency needs to address the Board's policies on assessments and Ms. Larson needs to explain the methodology and any variances.

**7. INDIVIDUAL ACTION ITEMS**

007 Motion was made by Board Clerk Larry Freise and seconded by Board Vice President to approve the purchase order for eighteen (18) EV chargers and installation from A-Z Connect in the amount of \$1,856,062.50, with a total of \$557,562.50 funds from capital outlay and \$1,298,500.00 paid with grant funding from SCE and EnerGIZE, as presented. Board Clerk Dr. Freise asked Ms. Sevilla to provide a progress of all grants pending for the members to review for an easier reference. This motion carried by a vote of 3-0 with no abstains. (Ayes –Larry Freise, Rob Garza, Kevin Vensko; Nays – None)

**8. BOARD MEMBER COMMENT**

Board Clerk Dr. Freise stated it was a good meeting.

Board Alternate Duane Winn thanked David Castillo. He then asked Mr. Fuselier for the timeline of payment and completion of 3-year projects. Mr. Fuselier stated the Agency is working with Flewelling & Moody and Pacific West with a project timeline pending.

Board Alternates Rosemary Mann and Dr. Briggs thanked everyone. Dr. Briggs asked Mr. Fuselier if closed session could be moved to the top of the regular board meetings to allow for discussion when relevant, Mr. Fuselier agreed.

Board President Kevin Vensko thanked members and stated that he enjoys working with the staff.

**9. ADJOURNMENT**

008 Motion was made by Board Clerk Larry Freise and seconded by Board Vice President Rob Garza to adjourn the regular board meeting at 11:05 a.m. This motion carried by a vote of 3-0 with no abstains. (Ayes –Larry Freise, Rob Garza, Kevin Vensko; Nays – None)

The next regular meeting of the Board of Directors is scheduled for Wednesday, February 12, 2025, at 9:00 a.m.

  
\_\_\_\_\_  
Morris Fuselier, III, Chief Executive Officer and  
Secretary to the Board of Directors

\_\_\_\_\_  
Larry Freise  
Clerk to the Board of Directors

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY**

**WARRANT/ACH REGISTER FOR JANUARY 2025**

Date	Payment Request Doc	R	Vendor Name	Warrant Amt	Warrant/ACH/EFT Number	Description
<b>WARRANTS</b>						
1/7/2025	GAX,40147,250000000237,1,0,2		SCHOOLS FIRST FEDERAL CREDIT UNION	3,297.50	202501060390971	
1/7/2025	PRM,40147,250000000625,1,1,1		ANDY GUMP INC.	651.38	202501060390972	
1/7/2025	GAX,40147,250000000238,1,0,1		SchoolsFirst Plan Administration, LLC	1,140.00	202501060390973	
1/8/2025	PRM,40147,250000000630,1,1,1		FAGEN FRIEDMAN & FULFROST, LLP	2,521.00	202501070391569	
1/8/2025	PRM,40147,250000000632,1,1,1		BROADVOICE BUSINESS	1,600.21	202501070391570	
1/9/2025	GAX,40147,250000000253,1,0,2		SCHOOLS FIRST FEDERAL CREDIT UNION	3,297.50	202501080392063	
1/9/2025	GAX,40147,250000000254,1,0,1		SchoolsFirst Plan Administration, LLC	1,140.00	202501080392064	
1/13/2025	GAX,40147,250000000259,1,0,1		SISC - III	136,293.95	202501100393129	
1/13/2025	GAX,40147,250000000259,1,0,3		SISC - III	6,958.00	202501100393129	
1/14/2025	GAX,40147,250000000261,1,0,3		UGI ENERGY SERVICES	2,429.76	202501130393756	
1/17/2025	GAX,40147,250000000264,1,0,3		DELTA DENTAL INSURANCE COMPANY	987.85	202501160395006	
1/17/2025	GAX,40147,250000000265,1,0,3		DELTA DENTAL INSURANCE COMPANY	40.00	202501160395006	
1/22/2025	PRM,40147,250000000694,1,1,1		ANDY GUMP INC.	651.38	202501210396274	
1/23/2025	GAX,40147,250000000272,1,0,2		SCHOOLS FIRST FEDERAL CREDIT UNION	3,297.50	202501220396850	
1/23/2025	GAX,40147,250000000273,1,0,1		SchoolsFirst Plan Administration, LLC	923.27	202501220396851	
1/28/2025	GAX,40147,250000000279,1,0,2		METLIFE SMALL MARKET	345.69	202501270399108	
1/29/2025	GAX,40147,250000000282,1,0,3		DELTA DENTAL INSURANCE COMPANY	987.85	202501280399664	
1/31/2025	PRM,40147,250000000723,1,1,1		FAGEN FRIEDMAN & FULFROST, LLP	1,135.57	202501300400761	
1/7/2025	PRM,40147,250000000614,1,1,1		A-L MOBILE DETAIL	400.00	000000021970987	
1/7/2025	PRM,40147,250000000619,1,1,1		ALTERNATIVE LOGISTICS TECHNOLOGIES, LLC	29,422.74	000000021970988	
1/7/2025	PRM,40147,250000000629,1,1,1		ALTERNATIVE LOGISTICS TECHNOLOGIES, LLC	30,273.51	000000021970988	
1/7/2025	PRM,40147,250000000615,1,1,1		AMERICAN BUSINESS MACHINES	113.74	000000021970989	
1/7/2025	PRM,40147,250000000615,1,2,1		AMERICAN BUSINESS MACHINES	113.74	000000021970989	
1/7/2025	PRM,40147,250000000624,1,1,1		AMERICAN BUSINESS MACHINES	7.50	000000021970989	
1/7/2025	PRM,40147,250000000624,1,2,1		AMERICAN BUSINESS MACHINES	7.50	000000021970989	
1/7/2025	PRM,40147,250000000626,1,1,1		ARCPOINT	1,370.00	000000021970990	
1/7/2025	PRM,40147,250000000616,1,1,1		AT&T	65.09	000000021970991	
1/7/2025	PRC,40147,250000000048,1,1,1		BUSWEST, LLC	(344.51)	000000021970992	
1/7/2025	PRC,40147,250000000049,1,1,1		BUSWEST, LLC	(8.61)	000000021970992	
1/7/2025	PRM,40147,250000000627,1,1,1		BUSWEST, LLC	42.95	000000021970992	
1/7/2025	PRM,40147,250000000627,1,2,1		BUSWEST, LLC	366.05	000000021970992	
1/7/2025	PRM,40147,250000000627,1,3,1		BUSWEST, LLC	599.55	000000021970992	
1/7/2025	PRM,40147,250000000627,1,4,1		BUSWEST, LLC	84.70	000000021970992	
1/7/2025	GAX,40147,250000000239,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	107.00	000000021970993	
1/7/2025	GAX,40147,250000000240,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	2,357.76	000000021970993	
1/7/2025	GAX,40147,250000000241,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	46.00	000000021970993	



1/7/2025	PRM,40147,250000000613,1,1,1		CHRISTIAN J LUNA	3,960.00	000000021970994	
1/7/2025	PRM,40147,250000000618,1,1,1		CLARK & HOWARD	385.00	000000021970995	
1/7/2025	PRM,40147,250000000628,1,1,1		CLUB FUSION	500.00	000000021970996	
1/7/2025	PRM,40147,250000000623,1,1,1		COUNTY OF LOS ANGELES	1,252.32	000000021970997	
1/7/2025	PRM,40147,250000000620,1,1,1		FALCON FUELS	26,129.42	000000021970998	
1/7/2025	PRM,40147,250000000620,1,2,1		FALCON FUELS	26,122.45	000000021970998	
1/7/2025	PRC,40147,250000000050,1,1,1		FRANKLIN TRUCK PARTS	(98.59)	000000021970999	
1/7/2025	PRC,40147,250000000051,1,1,1		FRANKLIN TRUCK PARTS	(197.82)	000000021970999	
1/7/2025	PRM,40147,250000000631,1,1,1		FRANKLIN TRUCK PARTS	144.81	000000021970999	
1/7/2025	PRM,40147,250000000631,1,2,1		FRANKLIN TRUCK PARTS	100.38	000000021970999	
1/7/2025	PRM,40147,250000000631,1,3,1		FRANKLIN TRUCK PARTS	98.52	000000021970999	
1/7/2025	PRM,40147,250000000631,1,4,1		FRANKLIN TRUCK PARTS	86.68	000000021970999	
1/7/2025	PRM,40147,250000000631,1,5,1		FRANKLIN TRUCK PARTS	66.04	000000021970999	
1/7/2025	PRM,40147,250000000631,1,6,1		FRANKLIN TRUCK PARTS	54.58	000000021970999	
1/7/2025	PRM,40147,250000000631,1,7,1		FRANKLIN TRUCK PARTS	546.12	000000021970999	
1/7/2025	PRM,40147,250000000631,1,8,1		FRANKLIN TRUCK PARTS	58.40	000000021970999	
1/7/2025	GAX,40147,250000000247,1,0,1		JEREMY VARELA	6,600.00	000000021971000	
1/7/2025	PRM,40147,250000000621,1,1,1		MISSION LINEN SUPPLY	110.07	000000021971001	
1/7/2025	PRM,40147,250000000621,1,2,1		MISSION LINEN SUPPLY	280.38	000000021971001	
1/7/2025	PRM,40147,250000000621,1,3,1		MISSION LINEN SUPPLY	26.31	000000021971001	
1/7/2025	PRM,40147,250000000621,1,4,1		MISSION LINEN SUPPLY	51.65	000000021971001	
1/7/2025	GAX,40147,250000000244,1,0,1		NATE LILLARD	740.68	000000021971002	
1/7/2025	GAX,40147,250000000242,1,0,1		SHERYNN MORTON	45.19	000000021971003	
1/7/2025	GAX,40147,250000000246,1,0,1		SHERYNN MORTON	48.40	000000021971004	
1/7/2025	GAX,40147,250000000245,1,0,1		SIRMA III	15,479.51	000000021971005	
1/7/2025	GAX,40147,250000000245,1,0,3		SIRMA III	471.87	000000021971005	
1/7/2025	PRM,40147,250000000617,1,1,1		SO. CAL. GAS CO.	2,936.74	000000021971006	
1/7/2025	GAX,40147,250000000243,1,0,1		SUSAN MURPHY	120.00	000000021971007	
1/7/2025	PRM,40147,250000000622,1,1,1		WINZER CORPORATION	377.48	000000021971008	
1/8/2025	PRM,40147,250000000633,1,1,1		CANON FINANCIAL SERVICES, INC.	2,001.01	000000021973253	
1/8/2025	PRM,40147,250000000635,1,1,1		KIMBALL MIDWEST	598.50	000000021973254	
1/8/2025	GAX,40147,250000000248,1,0,3		LOS ANGELES COUNTY	184.40	000000021973255	
1/8/2025	GAX,40147,250000000249,1,0,3		LOS ANGELES COUNTY	184.72	000000021973255	
1/8/2025	GAX,40147,250000000250,1,0,3		LOS ANGELES COUNTY	182.80	000000021973255	
1/8/2025	GAX,40147,250000000251,1,0,3		LOS ANGELES COUNTY	296.86	000000021973255	
1/8/2025	PRM,40147,250000000636,1,1,1		MISSION LINEN SUPPLY	77.02	000000021973256	
1/8/2025	PRM,40147,250000000636,1,2,1		MISSION LINEN SUPPLY	325.54	000000021973256	
1/8/2025	PRM,40147,250000000636,1,3,1		MISSION LINEN SUPPLY	341.61	000000021973256	
1/8/2025	PRM,40147,250000000636,1,4,1		MISSION LINEN SUPPLY	53.79	000000021973256	
1/8/2025	PRC,40147,250000000052,1,1,1		MODEL 1 COMMERCIAL VEHICLES, INC.	(431.25)	000000021973257	
1/8/2025	PRM,40147,250000000637,1,10,1		MODEL 1 COMMERCIAL VEHICLES, INC.	195.25	000000021973257	

1/8/2025	PRM,40147,250000000637,1,1,1		MODEL 1 COMMERCIAL VEHICLES, INC.	20.05	000000021973257	
1/8/2025	PRM,40147,250000000637,1,2,1		MODEL 1 COMMERCIAL VEHICLES, INC.	98.40	000000021973257	
1/8/2025	PRM,40147,250000000637,1,3,1		MODEL 1 COMMERCIAL VEHICLES, INC.	639.91	000000021973257	
1/8/2025	PRM,40147,250000000637,1,4,1		MODEL 1 COMMERCIAL VEHICLES, INC.	87.14	000000021973257	
1/8/2025	PRM,40147,250000000637,1,5,1		MODEL 1 COMMERCIAL VEHICLES, INC.	81.02	000000021973257	
1/8/2025	PRM,40147,250000000637,1,6,1		MODEL 1 COMMERCIAL VEHICLES, INC.	201.36	000000021973257	
1/8/2025	PRM,40147,250000000637,1,7,1		MODEL 1 COMMERCIAL VEHICLES, INC.	238.59	000000021973257	
1/8/2025	PRM,40147,250000000637,1,8,1		MODEL 1 COMMERCIAL VEHICLES, INC.	585.41	000000021973257	
1/8/2025	PRM,40147,250000000637,1,9,1		MODEL 1 COMMERCIAL VEHICLES, INC.	267.37	000000021973257	
1/8/2025	PRM,40147,250000000642,1,1,1		PITNEY BOWES CREDIT CORP	541.99	000000021973258	
1/8/2025	PRM,40147,250000000643,1,1,1		PITNEY BOWES CREDIT CORP	182.37	000000021973259	
1/8/2025	PRM,40147,250000000638,1,1,1		SCE	421.93	000000021973260	
1/8/2025	PRM,40147,250000000638,1,2,1		SCE	495.99	000000021973260	
1/8/2025	PRM,40147,250000000638,1,3,1		SCE	2,003.03	000000021973260	
1/8/2025	PRM,40147,250000000638,1,4,1		SCE	3,883.57	000000021973260	
1/8/2025	PRM,40147,250000000634,1,1,1		THE HILLER COMPANIES, LLC	863.15	000000021973261	
1/8/2025	PRM,40147,250000000640,1,1,1		UNITED PARCEL SERVICE	75.82	000000021973262	
1/8/2025	PRM,40147,250000000640,1,2,1		UNITED PARCEL SERVICE	36.00	000000021973262	
1/8/2025	PRM,40147,250000000640,1,3,1		UNITED PARCEL SERVICE	48.44	000000021973262	
1/8/2025	PRM,40147,250000000641,1,1,1		VERIZON CALIFORNIA	403.52	000000021973263	
1/8/2025	PRM,40147,250000000639,1,1,1		WASTE MANAGEMENT - PALMDALE	644.68	000000021973264	
1/8/2025	PRM,40147,250000000639,1,2,1		WASTE MANAGEMENT - PALMDALE	90.93	000000021973264	
1/9/2025	PRM,40147,250000000655,1,10,1		A-Z BUS SALES, INC.	1,196.00	000000021975559	
1/9/2025	PRM,40147,250000000655,1,1,1		A-Z BUS SALES, INC.	1,043.98	000000021975559	
1/9/2025	PRM,40147,250000000655,1,2,1		A-Z BUS SALES, INC.	64.83	000000021975559	
1/9/2025	PRM,40147,250000000655,1,3,1		A-Z BUS SALES, INC.	73.52	000000021975559	
1/9/2025	PRM,40147,250000000655,1,4,1		A-Z BUS SALES, INC.	164.58	000000021975559	
1/9/2025	PRM,40147,250000000655,1,5,1		A-Z BUS SALES, INC.	178.21	000000021975559	
1/9/2025	PRM,40147,250000000655,1,6,1		A-Z BUS SALES, INC.	462.75	000000021975559	
1/9/2025	PRM,40147,250000000655,1,7,1		A-Z BUS SALES, INC.	460.65	000000021975559	
1/9/2025	PRM,40147,250000000655,1,8,1		A-Z BUS SALES, INC.	60.61	000000021975559	
1/9/2025	PRM,40147,250000000655,1,9,1		A-Z BUS SALES, INC.	58.82	000000021975559	
1/9/2025	GAX,40147,250000000255,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	120.00	000000021975560	
1/9/2025	GAX,40147,250000000256,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	2,695.71	000000021975560	
1/9/2025	GAX,40147,250000000257,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	54.50	000000021975560	
1/9/2025	PRM,40147,250000000648,1,1,1		CHRISTIAN J LUNA	2,640.00	000000021975561	
1/9/2025	PRM,40147,250000000646,1,1,1		CRANE'S WASTE OIL, INC.	135.00	000000021975562	
1/9/2025	PRM,40147,250000000650,1,1,1		Eide Bailley	2,894.06	000000021975563	
1/9/2025	GAX,40147,250000000252,1,0,1		KEENAN & ASSOCIATES	51,210.08	000000021975564	
1/9/2025	PRM,40147,250000000647,1,1,1		LOWE'S	1,403.24	000000021975565	
1/9/2025	PRM,40147,250000000647,1,2,1		LOWE'S	1,339.02	000000021975565	

1/9/2025	PRM,40147,250000000645,1,10,1		NAPA AUTO PARTS	131.43	000000021975566	
1/9/2025	PRM,40147,250000000645,1,1,1		NAPA AUTO PARTS	36.78	000000021975566	
1/9/2025	PRM,40147,250000000645,1,11,1		NAPA AUTO PARTS	7.43	000000021975566	
1/9/2025	PRM,40147,250000000645,1,12,1		NAPA AUTO PARTS	110.10	000000021975566	
1/9/2025	PRM,40147,250000000645,1,13,1		NAPA AUTO PARTS	110.10	000000021975566	
1/9/2025	PRM,40147,250000000645,1,14,1		NAPA AUTO PARTS	41.05	000000021975566	
1/9/2025	PRM,40147,250000000645,1,15,1		NAPA AUTO PARTS	12.92	000000021975566	
1/9/2025	PRM,40147,250000000645,1,16,1		NAPA AUTO PARTS	6.86	000000021975566	
1/9/2025	PRM,40147,250000000645,1,17,1		NAPA AUTO PARTS	12.63	000000021975566	
1/9/2025	PRM,40147,250000000645,1,18,1		NAPA AUTO PARTS	49.97	000000021975566	
1/9/2025	PRM,40147,250000000645,1,19,1		NAPA AUTO PARTS	14.64	000000021975566	
1/9/2025	PRM,40147,250000000645,1,20,1		NAPA AUTO PARTS	10.79	000000021975566	
1/9/2025	PRM,40147,250000000645,1,2,1		NAPA AUTO PARTS	64.32	000000021975566	
1/9/2025	PRM,40147,250000000645,1,21,1		NAPA AUTO PARTS	220.55	000000021975566	
1/9/2025	PRM,40147,250000000645,1,3,1		NAPA AUTO PARTS	117.00	000000021975566	
1/9/2025	PRM,40147,250000000645,1,4,1		NAPA AUTO PARTS	110.10	000000021975566	
1/9/2025	PRM,40147,250000000645,1,5,1		NAPA AUTO PARTS	21.16	000000021975566	
1/9/2025	PRM,40147,250000000645,1,6,1		NAPA AUTO PARTS	199.20	000000021975566	
1/9/2025	PRM,40147,250000000645,1,7,1		NAPA AUTO PARTS	15.04	000000021975566	
1/9/2025	PRM,40147,250000000645,1,8,1		NAPA AUTO PARTS	26.24	000000021975566	
1/9/2025	PRM,40147,250000000645,1,9,1		NAPA AUTO PARTS	121.16	000000021975566	
1/9/2025	PRM,40147,250000000649,1,1,1		PARKHOUSE TIRE INC	3,703.50	000000021975567	
1/9/2025	PRM,40147,250000000651,1,1,1		Quick Urgent & Primary Care	410.00	000000021975568	
1/9/2025	PRM,40147,250000000652,1,1,1		SHREDS UNLIMITED	65.00	000000021975569	
1/9/2025	PRM,40147,250000000652,1,2,1		SHREDS UNLIMITED	65.00	000000021975569	
1/9/2025	PRC,40147,250000000053,1,1,1		SOUTHERN COUNTIES LUBRICANTS, LLC	(616.34)	000000021975570	
1/9/2025	PRM,40147,250000000654,1,1,1		SOUTHERN COUNTIES LUBRICANTS, LLC	200.61	000000021975570	
1/9/2025	PRM,40147,250000000654,1,2,1		SOUTHERN COUNTIES LUBRICANTS, LLC	631.68	000000021975570	
1/9/2025	PRM,40147,250000000654,1,3,1		SOUTHERN COUNTIES LUBRICANTS, LLC	575.46	000000021975570	
1/9/2025	PRM,40147,250000000656,1,1,1		SOUTHERN COUNTIES LUBRICANTS, LLC	2,138.80	000000021975570	
1/9/2025	PRM,40147,250000000653,1,1,1		STAPLES ADVANTAGE	598.61	000000021975571	
1/9/2025	PRM,40147,250000000653,1,2,1		STAPLES ADVANTAGE	111.20	000000021975571	
1/9/2025	PRM,40147,250000000653,1,3,1		STAPLES ADVANTAGE	111.21	000000021975571	
1/9/2025	PRM,40147,250000000644,1,1,1		WEX BANK	496.42	000000021975572	
1/10/2025	PRM,40147,250000000661,1,1,1		A-L MOBILE DETAIL	400.00	000000021977373	
1/10/2025	PRM,40147,250000000660,1,1,1		AMAZON	1,807.64	000000021977374	
1/10/2025	PRM,40147,250000000660,1,2,1		AMAZON	1,476.97	000000021977374	
1/10/2025	PRM,40147,250000000660,1,3,1		AMAZON	1,140.12	000000021977374	
1/10/2025	PRM,40147,250000000660,1,4,1		AMAZON	379.06	000000021977374	
1/10/2025	PRM,40147,250000000660,1,5,1		AMAZON	202.37	000000021977374	
1/10/2025	PRC,40147,250000000054,1,1,1		H&H AUTO PARTS	(54.65)	000000021977375	

1/10/2025	PRC,40147,250000000055,1,1,1		H&H AUTO PARTS	(167.54)	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,10,1		H&H AUTO PARTS	17.96	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,1,1		H&H AUTO PARTS	127.55	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,11,1		H&H AUTO PARTS	118.67	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,12,1		H&H AUTO PARTS	116.05	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,13,1		H&H AUTO PARTS	66.38	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,14,1		H&H AUTO PARTS	870.70	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,15,1		H&H AUTO PARTS	26.38	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,16,1		H&H AUTO PARTS	17.96	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,17,1		H&H AUTO PARTS	161.25	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,18,1		H&H AUTO PARTS	247.75	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,19,1		H&H AUTO PARTS	3,031.88	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,20,1		H&H AUTO PARTS	121.67	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,2,1		H&H AUTO PARTS	926.96	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,21,1		H&H AUTO PARTS	227.74	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,22,1		H&H AUTO PARTS	167.24	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,3,1		H&H AUTO PARTS	26.38	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,4,1		H&H AUTO PARTS	58.44	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,5,1		H&H AUTO PARTS	208.24	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,6,1		H&H AUTO PARTS	167.54	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,7,1		H&H AUTO PARTS	257.49	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,8,1		H&H AUTO PARTS	479.82	000000021977375	
1/10/2025	PRM,40147,2500000000657,1,9,1		H&H AUTO PARTS	10.38	000000021977375	
1/10/2025	PRM,40147,2500000000659,1,1,1		MCMMASTER-CARR SUPPLY CO	74.98	000000021977376	
1/10/2025	GAX,40147,2500000000258,1,0,1		RENEE GONZALEZ	93.00	000000021977377	
1/10/2025	PRM,40147,2500000000658,1,1,1		SOCIAL VOCATION SERVICES INC	774.00	000000021977378	
1/10/2025	PRM,40147,2500000000662,1,1,1		SOCIAL VOCATION SERVICES INC	2,322.00	000000021977378	
1/13/2025	PRM,40147,2500000000663,1,1,1		ANTELECOM, INC.	61.95	000000021979211	
1/13/2025	PRM,40147,2500000000663,1,2,1		ANTELECOM, INC.	61.95	000000021979211	
1/13/2025	PRM,40147,2500000000664,1,1,1		ANTELOPE EXPRESS	2,506.10	000000021979212	
1/13/2025	PRM,40147,2500000000664,1,2,1		ANTELOPE EXPRESS	1,756.10	000000021979212	
1/13/2025	PRM,40147,2500000000664,1,3,1		ANTELOPE EXPRESS	3,098.40	000000021979212	
1/13/2025	PRM,40147,2500000000664,1,4,1		ANTELOPE EXPRESS	2,256.10	000000021979212	
1/13/2025	PRM,40147,2500000000664,1,5,1		ANTELOPE EXPRESS	2,494.00	000000021979212	
1/13/2025	PRM,40147,2500000000664,1,6,1		ANTELOPE EXPRESS	5,329.50	000000021979212	
1/13/2025	PRM,40147,2500000000667,1,1,1		FRED M BOERNER MOTOR COMPANY	259.40	000000021979213	
1/13/2025	PRM,40147,2500000000667,1,2,1		FRED M BOERNER MOTOR COMPANY	85.13	000000021979213	
1/13/2025	PRM,40147,2500000000667,1,3,1		FRED M BOERNER MOTOR COMPANY	240.66	000000021979213	
1/13/2025	PRM,40147,2500000000665,1,1,1		M5 TRAINING SCHOOL OF PROTECTIVE SERVICE	70.00	000000021979214	
1/13/2025	PRM,40147,2500000000666,1,1,1		MISSION LINEN SUPPLY	148.47	000000021979215	
1/13/2025	PRM,40147,2500000000666,1,2,1		MISSION LINEN SUPPLY	334.41	000000021979215	

1/13/2025	PRM,40147,250000000666,1,3,1	MISSION LINEN SUPPLY	86.25	000000021979215
1/13/2025	PRM,40147,250000000668,1,1,1	NAPA AUTO PARTS	99.89	000000021979216
1/13/2025	PRM,40147,250000000668,1,2,1	NAPA AUTO PARTS	4.32	000000021979216
1/13/2025	PRM,40147,250000000668,1,3,1	NAPA AUTO PARTS	7.88	000000021979216
1/13/2025	PRM,40147,250000000668,1,4,1	NAPA AUTO PARTS	75.41	000000021979216
1/13/2025	PRM,40147,250000000668,1,5,1	NAPA AUTO PARTS	71.83	000000021979216
1/13/2025	PRM,40147,250000000668,1,6,1	NAPA AUTO PARTS	83.01	000000021979216
1/14/2025	PRM,40147,250000000670,1,1,1	CANON FINANCIAL SERVICES, INC.	66.15	000000021980873
1/14/2025	PRC,40147,250000000056,1,1,1	FRED M BOERNER MOTOR COMPANY	(2,536.24)	000000021980874
1/14/2025	PRC,40147,250000000057,1,1,1	FRED M BOERNER MOTOR COMPANY	(461.00)	000000021980874
1/14/2025	PRM,40147,250000000669,1,10,1	FRED M BOERNER MOTOR COMPANY	1,665.49	000000021980874
1/14/2025	PRM,40147,250000000669,1,1,1	FRED M BOERNER MOTOR COMPANY	107.69	000000021980874
1/14/2025	PRM,40147,250000000669,1,11,1	FRED M BOERNER MOTOR COMPANY	99.50	000000021980874
1/14/2025	PRM,40147,250000000669,1,12,1	FRED M BOERNER MOTOR COMPANY	271.48	000000021980874
1/14/2025	PRM,40147,250000000669,1,13,1	FRED M BOERNER MOTOR COMPANY	213.37	000000021980874
1/14/2025	PRM,40147,250000000669,1,2,1	FRED M BOERNER MOTOR COMPANY	69.19	000000021980874
1/14/2025	PRM,40147,250000000669,1,3,1	FRED M BOERNER MOTOR COMPANY	35.24	000000021980874
1/14/2025	PRM,40147,250000000669,1,4,1	FRED M BOERNER MOTOR COMPANY	108.42	000000021980874
1/14/2025	PRM,40147,250000000669,1,5,1	FRED M BOERNER MOTOR COMPANY	859.28	000000021980874
1/14/2025	PRM,40147,250000000669,1,6,1	FRED M BOERNER MOTOR COMPANY	244.83	000000021980874
1/14/2025	PRM,40147,250000000669,1,7,1	FRED M BOERNER MOTOR COMPANY	542.96	000000021980874
1/14/2025	PRM,40147,250000000669,1,8,1	FRED M BOERNER MOTOR COMPANY	149.57	000000021980874
1/14/2025	PRM,40147,250000000669,1,9,1	FRED M BOERNER MOTOR COMPANY	29.70	000000021980874
1/14/2025	PRM,40147,250000000673,1,1,1	FRONTIER	53.66	000000021980875
1/14/2025	PRM,40147,250000000675,1,1,1	SO. CAL. GAS CO.	3,006.62	000000021980876
1/14/2025	PRM,40147,250000000671,1,1,1	SOUTHERN COUNTIES LUBRICANTS, LLC	3,383.52	000000021980877
1/14/2025	PRM,40147,250000000674,1,1,1	SPECTRUM BUSINESS	1,174.00	000000021980878
1/14/2025	PRM,40147,250000000674,1,2,1	SPECTRUM BUSINESS	207.07	000000021980878
1/14/2025	PRM,40147,250000000672,1,1,1	UNITED PARCEL SERVICE	39.57	000000021980879
1/15/2025	PRM,40147,250000000676,1,1,1	Appleone, Inc	1,173.61	000000021983472
1/15/2025	PRM,40147,250000000676,1,2,1	Appleone, Inc	10.00	000000021983472
1/15/2025	PRM,40147,250000000677,1,1,1	CALL CENTER SALES PRO INC.	217.28	000000021983473
1/15/2025	PRM,40147,250000000679,1,1,1	MS TRAINING SCHOOL OF PROTECTIVE SERVICE	30.00	000000021983474
1/16/2025	PRM,40147,250000000681,1,1,1	ALTERNATIVE LOGISTICS TECHNOLOGIES, LLC	4,555.86	000000021987545
1/16/2025	PRM,40147,250000000678,1,1,1	MICHAEL P. LARANANG	1,792.47	000000021987546
1/16/2025	PRM,40147,250000000680,1,1,1	TCW SYSTEMS, INC	950.00	000000021987547
1/17/2025	GAX,40147,250000000269,1,0,2	AFLAC	2,314.19	000000021990500
1/17/2025	GAX,40147,250000000266,1,0,2	AMERICAN FIDELITY ASSURANCE CO	2,919.20	000000021990501
1/17/2025	GAX,40147,250000000267,1,0,2	AMERICAN FIDELITY ASSURANCE CO	2,437.82	000000021990501
1/17/2025	GAX,40147,250000000268,1,0,2	AMERICAN FIDELITY ASSURANCE CO	3,329.53	000000021990501
1/17/2025	PRM,40147,250000000689,1,1,1	ANTELOPE EXPRESS	1,494.00	000000021990502

1/17/2025	PRM,40147,250000000687,1,1,1		AT&T	66.07	000000021990503	
1/17/2025	PRM,40147,250000000682,1,1,1		COSTCO	195.00	000000021990504	
1/17/2025	GAX,40147,250000000270,1,0,1		ENRIQUE LOPEZ	42.89	000000021990505	
1/17/2025	PRM,40147,250000000683,1,1,1		FIRST AID 2000	220.80	000000021990506	
1/17/2025	PRM,40147,250000000683,1,2,1		FIRST AID 2000	220.81	000000021990506	
1/17/2025	PRM,40147,250000000685,1,1,1		KIMBALL MIDWEST	516.39	000000021990507	
1/17/2025	PRM,40147,250000000690,1,1,1		LANCASTER WEST ROTARY	1,325.00	000000021990508	
1/17/2025	PRM,40147,250000000688,1,1,1		MISSION LINEN SUPPLY	53.79	000000021990509	
1/17/2025	PRM,40147,250000000688,1,2,1		MISSION LINEN SUPPLY	460.55	000000021990509	
1/17/2025	PRM,40147,250000000686,1,1,1		PETROLEUM EQUIPMENT CONSTRUCTION SERVICE	175.00	000000021990510	
1/17/2025	PRM,40147,250000000686,1,2,1		PETROLEUM EQUIPMENT CONSTRUCTION SERVICE	175.00	000000021990510	
1/17/2025	GAX,40147,250000000262,1,0,1		SIRMA III	14,703.65	000000021990511	
1/17/2025	GAX,40147,250000000262,1,0,3		SIRMA III	494.34	000000021990511	
1/17/2025	GAX,40147,250000000263,1,0,1		SIRMA III	226.22	000000021990511	
1/17/2025	GAX,40147,250000000263,1,0,3		SIRMA III	0.00	000000021990511	
1/17/2025	PRM,40147,250000000684,1,1,1		THE HILLER COMPANIES, LLC	4,706.82	000000021990512	
1/21/2025	GAX,40147,250000000271,1,0,3		A.V.S.T.A.	284.33	000000021993343	
1/21/2025	GAX,40147,250000000271,1,0,4		A.V.S.T.A.	1,675.00	000000021993343	
1/21/2025	GAX,40147,250000000271,1,0,6		A.V.S.T.A.	390.00	000000021993343	
1/21/2025	GAX,40147,250000000271,1,0,7		A.V.S.T.A.	24.00	000000021993343	
1/21/2025	GAX,40147,250000000271,1,0,8		A.V.S.T.A.	758.48	000000021993343	
1/21/2025	PRM,40147,250000000693,1,1,1		ANTELOPE EXPRESS	5,353.00	000000021993344	
1/21/2025	PRM,40147,250000000691,1,1,1		MISSION LINEN SUPPLY	334.41	000000021993345	
1/21/2025	PRM,40147,250000000691,1,2,1		MISSION LINEN SUPPLY	77.60	000000021993345	
1/21/2025	PRM,40147,250000000692,1,1,1		Transit Systems Unlimited Inc	1,826.75	000000021993346	
1/21/2025	PRM,40147,250000000692,1,2,1		Transit Systems Unlimited Inc	2,264.00	000000021993346	
1/21/2025	PRM,40147,250000000692,1,3,1		Transit Systems Unlimited Inc	5,906.00	000000021993346	
1/21/2025	PRM,40147,250000000692,1,4,1		Transit Systems Unlimited Inc	3,146.25	000000021993346	
1/21/2025	PRM,40147,250000000692,1,5,1		Transit Systems Unlimited Inc	1,763.30	000000021993346	
1/21/2025	PRM,40147,250000000692,1,6,1		Transit Systems Unlimited Inc	2,084.25	000000021993346	
1/21/2025	PRM,40147,250000000692,1,7,1		Transit Systems Unlimited Inc	1,390.50	000000021993346	
1/22/2025	PRM,40147,250000000696,1,1,1		AMERICAN BUSINESS MACHINES	87.80	000000021995425	
1/22/2025	PRM,40147,250000000696,1,2,1		AMERICAN BUSINESS MACHINES	87.81	000000021995425	
1/22/2025	PRM,40147,250000000695,1,1,1		ANTELOPE EXPRESS	1,716.80	000000021995426	
1/22/2025	PRM,40147,250000000698,1,1,1		CANON FINANCIAL SERVICES, INC.	2,065.72	000000021995427	
1/22/2025	PRM,40147,250000000697,1,1,1		UNITED PARCEL SERVICE	36.00	000000021995428	
1/22/2025	PRM,40147,250000000699,1,1,1		VERIZON CALIFORNIA	430.06	000000021995429	
1/27/2025	PRM,40147,250000000709,1,1,1		A-L MOBILE DETAIL	960.00	000000022002588	
1/27/2025	PRM,40147,250000000709,1,2,1		A-L MOBILE DETAIL	960.00	000000022002588	
1/27/2025	PRM,40147,250000000709,1,3,1		A-L MOBILE DETAIL	910.00	000000022002588	
1/27/2025	PRM,40147,250000000709,1,4,1		A-L MOBILE DETAIL	200.00	000000022002588	

1/27/2025	PRM,40147,250000000709,1,5,1		A-L MOBILE DETAIL	960.00	000000022002588	
1/27/2025	PRM,40147,250000000710,1,1,1		A-L MOBILE DETAIL	910.00	000000022002588	
1/27/2025	PRM,40147,250000000704,1,1,1		ALTERNATIVE LOGISTICS TECHNOLOGIES	29,181.85	000000022002589	
1/27/2025	PRM,40147,250000000701,1,1,1		AMERICAN BUSINESS MACHINES	7.50	000000022002590	
1/27/2025	PRM,40147,250000000701,1,2,1		AMERICAN BUSINESS MACHINES	7.50	000000022002590	
1/27/2025	PRM,40147,250000000700,1,1,1		ANTELOPE VALLEY TRANSIT AUTHORITY	2,400.00	000000022002591	
1/27/2025	PRM,40147,250000000700,1,2,1		ANTELOPE VALLEY TRANSIT AUTHORITY	2,400.00	000000022002591	
1/27/2025	GAX,40147,250000000275,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	118.00	000000022002592	
1/27/2025	GAX,40147,250000000276,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	1,736.80	000000022002592	
1/27/2025	GAX,40147,250000000277,1,0,2		CALIFORNIA SCHOOL EMPLOYEES	54.00	000000022002592	
1/27/2025	PRM,40147,250000000702,1,1,1		COUNTY OF LOS ANGELES	417.44	000000022002593	
1/27/2025	PRM,40147,250000000703,1,1,1		EBMEYER CHARTER AND TOUR	2,180.00	000000022002594	
1/27/2025	PRM,40147,250000000703,1,2,1		EBMEYER CHARTER AND TOUR	2,160.00	000000022002594	
1/27/2025	PRM,40147,250000000705,1,1,1		FRED M BOERNER MOTOR COMPANY	267.03	000000022002595	
1/27/2025	PRM,40147,250000000706,1,1,1		PITNEY BOWES CREDIT CORP	598.79	000000022002596	
1/27/2025	PRM,40147,250000000708,1,1,1		SO. CAL. GAS CO.	3,441.38	000000022002597	
1/27/2025	PRM,40147,250000000707,1,1,1		SOUTHERN COUNTIES LUBRICANTS, LLC	2,594.51	000000022002598	
1/28/2025	PRM,40147,250000000716,1,1,1		AIRDRAULICS	6,661.68	000000022005052	
1/28/2025	PRM,40147,250000000716,1,2,1		AIRDRAULICS	3,169.00	000000022005052	
1/28/2025	PRM,40147,250000000718,1,1,1		DEPARTMENT OF JUSTICE	96.00	000000022005053	
1/28/2025	PRM,40147,250000000715,1,1,1		DEPARTMENT OF JUSTICE	576.00	000000022005054	
1/28/2025	PRM,40147,250000000714,1,1,1		FALCON FUELS	30,711.79	000000022005055	
1/28/2025	PRM,40147,250000000712,1,1,1		FRED M BOERNER MOTOR COMPANY	983.30	000000022005056	
1/28/2025	GAX,40147,250000000280,1,0,1		HILSIA HORNE	25.00	000000022005057	
1/28/2025	PRM,40147,250000000717,1,1,1		KIMBALL MIDWEST	435.85	000000022005058	
1/28/2025	GAX,40147,250000000278,1,0,1		LENARD EDWARDS	59.98	000000022005059	
1/28/2025	PRM,40147,250000000719,1,1,1		MISSION LINEN SUPPLY	334.41	000000022005060	
1/28/2025	PRM,40147,250000000719,1,2,1		MISSION LINEN SUPPLY	240.12	000000022005060	
1/28/2025	PRM,40147,250000000719,1,3,1		MISSION LINEN SUPPLY	80.13	000000022005060	
1/28/2025	PRM,40147,250000000719,1,4,1		MISSION LINEN SUPPLY	149.88	000000022005060	
1/28/2025	PRM,40147,250000000721,1,1,1		SCE	3,788.97	000000022005061	
1/28/2025	PRM,40147,250000000721,1,2,1		SCE	1,756.63	000000022005061	
1/28/2025	PRM,40147,250000000721,1,3,1		SCE	513.07	000000022005061	
1/28/2025	PRM,40147,250000000721,1,4,1		SCE	452.99	000000022005061	
1/28/2025	GAX,40147,250000000281,1,0,1		SHERYNN MORTON	46.50	000000022005062	
1/28/2025	PRM,40147,250000000720,1,1,1		SOUTHERN COUNTIES LUBRICANTS, LLC	716.03	000000022005063	
1/28/2025	PRM,40147,250000000713,1,1,1		UNITED PARCEL SERVICE	51.28	000000022005064	
1/28/2025	PRM,40147,250000000711,1,1,1		WASTE MANAGEMENT - PALMDALE	644.68	000000022005065	
1/28/2025	PRM,40147,250000000711,1,2,1		WASTE MANAGEMENT - PALMDALE	90.93	000000022005065	
1/29/2025	PRM,40147,250000000722,1,1,1		MJ MECHANICAL HEATING & AIR CONDITIO	4,930.00	000000022007778	
1/30/2025	PRM,40147,250000000727,1,1,1		CLARK & HOWARD	225.00	000000022009928	







Report ID: FIN-PROC-0099

Antelope Valley Schools Transportation Agency

Run Date: 01/07/2025

Purchase Order Board List

Run Time: 10:19:13 AM

From 12/01/24 - To 12/31/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
12/06/24	PO2W-40147-000000 0-2500000000162-1- New		EDJOIN Account Fees	0000001533-SAN JOAQUIN COUNTY OFFICE OF EDUCATION	Misc	01.0-00000.0-00000-36000-5830-0001001	\$1,200.00	\$0.00
<b>PO2W-40147-0000000-2500000000162-1-New</b>						<b>Sum:</b>	<b>\$1,200.00</b>	<b>\$0.00</b>
12/06/24	PO2W-40147-000000 0-2500000000163-1- New		Backflow Assembly Invoice	0000004470-COUNTY OF LOS ANGELES	Misc	01.0-00000.0-11100-36000-5800-0001001	\$74.00	\$0.00
<b>PO2W-40147-0000000-2500000000163-1-New</b>						<b>Sum:</b>	<b>\$74.00</b>	<b>\$0.00</b>
12/13/24	PO2W-40147-000000 0-2500000000047-2- Modification	1	Telecommunications	0000001757-FRONTIER	Misc	01.0-00000.0-00000-36000-5900-0002015	\$1,000.00	\$414.38
<b>PO2W-40147-0000000-2500000000047-2-Modification</b>						<b>Sum:</b>	<b>\$1,000.00</b>	<b>\$414.38</b>
12/13/24	PO2W-40147-000000 0-2500000000139-3- Modification	2	CONSULTING	0000433992-Eide Bailley	Misc	01.0-00000.0-11100-36000-5800-0001001	\$45,000.00	\$1,788.56
<b>PO2W-40147-0000000-2500000000139-3-Modification</b>						<b>Sum:</b>	<b>\$45,000.00</b>	<b>\$1,788.56</b>
12/13/24	PO2W-40147-000000 0-2500000000164-1- New		CNG Repairs/ Maintenance	0000344646-MARK KIMBERLIN	Misc	01.0-00000.0-00000-36000-4380-0001001	\$25,000.00	\$13,354.64
<b>PO2W-40147-0000000-2500000000164-1-New</b>						<b>Sum:</b>	<b>\$25,000.00</b>	<b>\$13,354.64</b>
12/18/24	PO2W-40147-000000 0-2500000000165-1- New		LUNA'S MASTER WASH - BUS WASH SERVICES	0000448875-CHRISTIAN J LUNA	Misc	01.0-00000.0-00000-77000-5800-0000000	\$15,500.00	\$11,540.00
<b>PO2W-40147-0000000-2500000000165-1-New</b>						<b>Sum:</b>	<b>\$15,500.00</b>	<b>\$11,540.00</b>
							<b>\$87,774.00</b>	<b>\$27,097.58</b>



**INDIVIDUAL ACTION ITEM # 012**

**SUBJECT: SALVAGE OF AGENCY BUSES**

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**BACKGROUND:**

It is requested the Board of Directors approve the salvage of (7) buses in the fleet starting February 13, 2025, as presented.

**ACTION REQUIRED:**

A majority vote.

**REFERENCE MATERIALS ATTACHED:**

Salvage List



To: Antelope Valley Schools Transportation Agency Board of Directors

The below out of services buses are being requested to be salvaged:

Bus Number	Reason For Salvage	Date	Mileage	Year	Lic.	Veh Class.	Capacity	Body	Chassis	Type	Fuel
10-98	SALVAGE	02/05/2025	447,979	1998	E999024	SPED	20 PASS	BLUEBIRD		TYPE 2	DIESEL
01-98	SALVAGE	02/05/2025	542,056	1998	E998911	SPED	19 PASS	BULEBIRD		TYPE 2	DIESEL
01-99	SALVAGE	02/05/2025	354,557	2000	1040707	TRANS	78 PASS	BLUEBIRD		TYPE 1	CNG
02-95	SALVAGE	02/05/2025	420,088	1995	E009782	SPED	24 PASS	BLUEBIRD		TYPE 1	DIESEL
02-99	SALVAGE	02/05/2025	390,974	2000	1040708	TRANS	78 PASS	BLUEBIRD		TYPE 1	CNG
03-02	SALVAGE	02/05/2025	305,679	2003	1123792	TRANS	84 PASS	BLUEBIRD		TYPE 1	CNG
03-96	SALVAGE	02/05/2025	374,443	1997	E051656	TRANS	78 PASS	BLUEBIRD		TYPE 1	CNG

**INDIVIDUAL ACTION ITEM # 013**

**SUBJECT: ISSUANCE OF RFP FOR PIGGYBACK AGREEMENT FOR EV INFRASTRUCTURE**

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**BACKGROUND:**

It is requested the Board of Directors approve issuance of RFP for piggyback agreement for EV infrastructure, as presented.

**ACTION REQUIRED:**

A majority vote.

**REFERENCE MATERIALS ATTACHED:**

Bld Packet

# **Antelope Valley School Transportation Agency**

670 West Avenue L-8  
Lancaster, CA 93534  
(559) 952-3115

Bid #XX

“Charging Equipment”

Opening date: February XX, 2025

Opening time: 2:00 p.m.

## **Antelope Valley School Transportation Agency**

670 West Avenue L-8  
Lancaster, CA 93534  
(559) 952-3115

### **LEGAL NOTICE** **NOTICE TO BIDDERS**

NOTICE IS HEREBY GIVEN THAT the Board of Trustees of the Antelope Valley School Transportation Agency, County of Los Angeles, State of California, will receive bids up to, but no later than 2:00 p.m., on Feb XX, 2025, in the Business Office, 670 West Avenue L-8 Lancaster, CA 93534 for the following **Bid #XXX** "Charging Equipment"

**ONE (or more) ALL IN ONE - DUAL PORT DCFC**

**ONE (or more) AC LEVEL 2 - SINGLE PORT**

**ONE (or more) MOBLE ELECTRIC CHARGING TRAILER**

**ONE (or more) AVABILBE OPTIONS**

All bids shall be made on bid forms furnished by AVSTA, and each bid must conform and be responsive to the contract documents. Bid and appropriate documents can be obtained in person at the Business Office between 9:00 a.m. and 3:00 p.m. Monday through Friday.

**Pursuant to Public Contract code Sections 20118 and 20652**, the Bidder may allow other public agencies in the State of California, Texas and Hawaii to purchase equipment and supplies under the same terms and conditions. (Including, but not limited to Kern, San Bernardino, Orange, San Diego, Riverside, Los Angeles, Monterey, Fresno, and Santa Barbara Counties and in the United Sates)

The Governing Board of Trustees of the Antelope Valley School Transportation Agency reserves the right to reject any and all bids received in whole or in part, to waive any irregularities in the bids or bidding, and to be the sole judges of suitability of products offered.

Signed:

\_\_\_\_\_  
Antelope Valley School Transportation Agency

Publication Dates:  
Feb XX, 2025  
February XX , 2025



## **GENERAL CONDITIONS, INSTRUCTIONS & CONTRACT**

General Conditions, Specifications and Contract governing the purposed purchase of one (1) or more Charging Equipment and Available Options from this indefinite quantity bid.

**DEVIATIONS FROM BID TERMS AND CONDITIONS** Deviations from any bid term or condition shall cause a bid to be rejected as nonresponsive. All deviations must be clearly noted at time of bid submission. If not noted, the assumption is that Bidder is bidding as specified.

**AWARD OF BID** The award of bid will be by the action of Antelope Valley Transportation School Agency's "AVSTA" Governing Board. Agency reserves the right to reject any or all bids, or to waive any irregularities or informalities in any bids or in the bidding process. In the event an award of the contract is made to a Bidder, and such Bidder fails or refuses to execute the Agreement and provide the required documents within Ten (10) working days after the notice of award of the contract to Bidder, Agency may award the contract to the next lowest responsive and responsible Bidder or reject all bids.

**AUTHORIZED SIGNATURES** Every bid must be signed by the person or persons legally authorized to bind Bidder to a contract for the execution of the work. Upon request of District, any agent submitting a proposal on behalf of a Bidder shall provide a current power of attorney certifying the agent's authority to bind Bidder. If an individual makes the proposal, his or her name, signature, and post office address must be shown. If a firm or partnership makes the bid, the name and post office address of the firm or partnership and the signature of at least one of the general partners must be shown. If a corporation makes the proposal, the bid shall show the name of the state under the laws of which the corporation is chartered, the name and post office address of the corporation and the title of the person signing on behalf of the corporation.

1. Bids shall be accompanied by a Certified Check, Bidders Bond, or Cashier's Check in the amount of ten percent (10%) of the total amount of the bid, made in favor Antelope Valley Transportation School Agency, 670 West Avenue L-8, Landcaster, California, 93534.
2. Sealed proposals shall be submitted plainly marked "**Charging Equipment – Bid #**" to the authorized agent of the Antelope valley School Transportation Agency.
3. All proposals must be signed with the firm's name and by a responsible officer or employee. Obligations assumed by such signature must be fulfilled.
4. CANCELLATION OF PROPOSAL District may cancel this bid at any time.

5. COMPLIANCE WITH LAWS All proposals shall comply with current federal, state, local and other laws relative thereto
6. Bid must be on forms supplied by the District. All prices or notations must be typed or written in ink. Bids written with pencil will not be accepted. Verify all bids before submission, as they cannot be corrected after the proposals are opened. Oral or faxed bids will not be accepted.
7. All equipment not mentioned in the attached Specifications but required by the rules and regulations of the California State Board of Education and the California Highway Patrol, shall be furnished.
8. All workmanship and materials shall be guaranteed against defects for a period of one year.
9. Any deviations from the attached specifications or substitution of units or materials shall be clearly indicated. Completed detailed specifications must accompany each Charging proposal. Charging equipment shall be integral construction, as fabricated by a single manufacturer..
10. Alternate materials may be considered. The board of Trustees reserves the right to be sole judge of the merit and suitability of such material.
11. The Board of Trustees reserves the right to reject any or all bids, to waive any informality in the bids or in the bidding.
12. Non-Collusion Affidavit: Each Vendor submitting an offer shall execute and submit a non-collusion affidavit as required by the Public Contract Code Section 7106, on the form attached hereto. Failure to submit such a non-collusion affidavit shall be grounds to reject an offer as non-responsive.
13. Drug-Free Workplace: Vendor warrants that Vendor is knowledgeable of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et seq.), regarding a drug free workplace and shall abide by and implement its statutory requirements.
14. Anti-Discrimination: The Agency has a policy that Vendor's conducting work under this contract will not discriminate against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, religious creed, sex, age, or marital status. The Vendor agrees to comply with applicable Federal

and State laws, including but not limited to the California Fair Employment Practice Act, beginning with Labor Code Section 1410 and 1726.

15. Indemnification and Hold Harmless: Vendor shall indemnify and hold harmless the District, its Board of Education, officers, employees, agents, representatives and volunteers from all suits, actions, losses, damages, claims, or liability of any character, type or description, including by not limited to all expenses of litigation, court cost, penalties, and attorney's fees and other fees whatsoever of any kind or nature, arising directly or indirectly from the negligence of Vendor, its agents, servants, employees, representatives, persons or entities engaged as independent Vendors by Vendor and suppliers, provided, however, that Vendor shall not be required to indemnify for the acts of intentional misconduct or negligence by the party to be indemnified.
16. Factory Dealer Authorization: The bidder must provide proof of being an authorized factory dealer representative for the specified products/services.
17. Warranty Work Authorization: The bidder must demonstrate their authorization to perform warranty work for the products/services covered under this bid.
18. Qualified Technicians: The bidder must have a team of qualified technicians capable of handling any warranty claims.
19. Work History: Dealer Must have a history working with School Districts, State, local and City Transportation agencies for a duration of 20 years or more of serving agencies.
20. Communication of Non-Responsiveness

In the event that a response is deemed incomplete or non-responsive due to the absence of information for any requested item or option, the awarding agency may at its discretion communicate this determination to the responder. Depending on the circumstances, the awarding agency reserves the right to provide an opportunity for the responder to remedy the deficiency within a specified timeframe. However, failure to rectify the non-responsive aspect of the response may result in disqualification from consideration for the project

21. Comprehensive Response Obligation:

By submitting a response to this Request for Proposal (RFP), all prospective responders explicitly agree to provide complete and comprehensive answers, along with detailed pricing information, for each requested item and option outlined within the bid document. Failure to provide complete information for any requested item or option may result in the response being considered incomplete and non-responsive.

22. Evaluation Criteria:

It is imperative that all submitted responses adhere to the provided format and guidelines. The awarding agency reserves the right to assess the completeness and responsiveness of each response. Responses that do not meet the requirements set forth in this RFP, including those lacking complete information or pricing details for any requested item or option, shall be subject to evaluation at the sole discretion of the awarding agency. Incomplete or non-responsive responses may lead to disqualification from consideration.

23. California Piggyback/Cooperative Purchase Clause:

Pursuant to Public Contract Code sections 20652 and 20118, the Antelope Valley Transportation School Agency (AVSTA) may allow other public agencies in the State of California (Including, but not limited to Kern, San Bernardino, Orange, San Diego, Riverside, Los Angeles, Monterey, Fresno, and Santa Barbara counties) to purchase equipment and supplies under the same terms and conditions. The Antelope Valley Transportation School Agency (AVSTA) waives its rights to require other Districts to draw their warrants in favor to this District and authorizes each District or purchasing agency to make payment directly to the successful Bidder. Antelope Valley Transportation School Agency (AVSTA) waives any right to payment of reasonable fee as provided in Public Contract Code 20118.

**PIGGYBACK CLAUSE, ADMINISTRATIVE FEE** An administrative fee of one percent (1%) of any contract amount will be paid to Antelope Valley School Transportation Agency by winning Vendor. Contracts for Charging Equipment and Installation shall be subject to the administrative fee. Vendor shall send quarterly statement detailing contracts received from purchasing entities, the total amount of the contract, and the fee owed to AVSTA based on the contract, which is less taxes, delivery fees, permitting fees and Design Engineering fees and programming fees. These

statements shall be emailed to [XXXX.org](http://XXXX.org). AVSTA shall be paid after vendor receives payment from their customer.

**Additional Piggyback Clause:**

For the term of the contract, and any mutually agreed extensions pursuant to this request for bids, at the vendor's option, other School Districts and Community College Districts, any Public Agency or Corporation, including any Town, City, County, or Public Corporation, or Agency within the State of California, Hawaii, or other Government Agency in the United States of America may purchase, lease to purchase, or rent the identical items at the same price, and upon the same terms and conditions pursuant to sections 20118 and 20652 of the California Public Contract Code. The responsibility to ensure that California Public Contract Code meets their local and state procurement codes rests on the Public Agencies desiring to utilize this cooperative bid for purchasing the products therein.

**State Service Designation**

As set forth in the Proposal Invitation, it is the Cooperative's intent that other governmental entities in the United States have the opportunity to purchase goods or services awarded under the Contract, subject to applicable state law, through a piggy-back award or similar agreement through the National Purchasing Cooperative. If you plan to service the entire United States or only specific states, you must complete this form accordingly.

**If you serve different states for different products or services included in your Proposal, you must clearly indicate the products or services to which the designation applies. *By designating a state or states, you are certifying that you are authorized and willing to provide the proposed products and services in those states.***

**Company Name:** \_\_\_\_\_

**State Service Designation:**

**Select only one of the following options. If you select "I will NOT service all States", you must list the individual States you wish to serve.**

- I will service all states in the United States: \_\_\_\_\_  
(Yes or No).
- I will NOT service all states. (please select which states you will NOT Service.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

24. Delivery: Shall be F.O.B. End Purchaser’s Transportation Department. Please specify estimated delivery date on the bid form.

25. Bid Opening: Sealed bids will be opened **Feb XX, 2025 at 2:00 p.m.** at the Antelope Valley Transportation School Agency office, 670 West Avenue L-8, Landcaster, California, 93534

26. **A Fixed-price Contract is required holding firm all pricing from the award of the contract until February XX, 2026.** If mutually agreeable, the School District reserves the right to consider the extension of this contract for up to four additional, one-year periods. Time of such extension is to begin the day after the end of the initial term of this contract and will end a full one calendar year thereafter. In addition, the District reserves the right to further extend this contract to the full extent allowed by law. Factors that would influence the District in exercising this option would be satisfactory service being rendered by the holder of the contract and any increase in price caused by such extension to be a nominal amount and not excessive as measured by local market conditions. In the award of this bid renewal, the District will consider the amount of the price increase stated by the bidder as a factor and will compute accordingly. A price increase, if exercised, shall be fully justified by Bidder and provided by a test of the market and/or submission of documents.

**27. Contract Agreement between District & Bidder - Bid #01/25:**

This agreement is effective \_\_\_\_\_, 2025, by and between Antelope Valley Transportation School Agency (AVSTA), 670 West Avenue L-8, Landcaster, California, 93534, hereinafter called the "District" and \_\_\_\_\_, \_\_\_\_\_, California, \_\_\_\_\_, hereinafter called the "Bidder".

The District and Bidder agree that the following documents constitute the Bid Contract: Notice to Bidders, General Instructions & Contract, Bid bond, Non-Collusion, Specifications & Drawings, Addenda issued prior to bid, Signed Bid tab, Signed approved Board minutes, and other documents as referred to in this bid. The contract documents are complementary and each obligation of the Bidder in anyone shall be binding as if specified in all.

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

Name & Title: \_\_\_\_\_

"District": Antelope Valley Transportation School Agency (AVSTA)

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

Name & Title: \_\_\_\_\_

"Bidder": \_\_\_\_\_

**NONCOLLUSION DECLARATION**  
to Be Executed by Bidder and Submitted with Bid

**Bid #XXX "Charging  
Equipment"**

(Public Contract Code Section 7106)

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party

making the foregoing bid. The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at  
\_\_\_\_\_ [city], \_\_\_\_\_ [state].

\_\_\_\_\_  
Signature of Officer

\_\_\_\_\_  
Typed Name of Officer

\_\_\_\_\_  
Office



Antelope Valley School Transportation Agency

670 West Avenue L-8

Lancaster, CA 93534

(559) 952-3115

**Bid #01/25**

**“Charging Equipment”**

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

The undersigned fully understands that the District forms a contract upon acceptance of this bid. The undersigned, having carefully read the Notice to Bidders as published on January XX, 2025, and February XX, 2025, and the Specifications, hereby proposes to furnish in strict conformity with said documents the following, which is understood to be considered a Fixed-price Contract:

**Pricing:**

One (or more) – All in One – Dual Port DCFC \$ \_\_\_\_\_

One (or more) – AC Level 2 – Single Port \$ \_\_\_\_\_

One (or more) – Mobile Electric Charging Trailer \$ \_\_\_\_\_

Shipping: \_\_\_\_\_

Total Package Base Price \$ \_\_\_\_\_  
(excluding sales tax)

Estimated Delivery Date: \_\_\_\_\_

**Note 1:** Bidders must submit total package pricing and available options. Individual pricing for certain categories will not be accepted.

**Note 2:** Pursuant to Public Contract Code Sections 20118 and 20652, the Bidding Agency may allow other Public Agencies in the State of California (Including but not limited to: Kern, San Bernardino, Orange, San Diego, Riverside, Los Angeles, Monterey, Fresno, and Santa Barbara Counties and in the United States) to purchase equipment and supplies under the same terms and conditions. The Bidding Agency waives its rights to require other Districts to draw their warrants in favor to this District and authorizes each District to make payment directly to the successful Bidder. The Bidding Agency agrees to waive payment of reasonable costs per Public Contract Code Section 20118. We understand the District reserves the right to reject any and all bids, and to waive any irregularity of informalities in any bids or in the bidding process.

Name of Bidder: \_\_\_\_\_

Signed by: (Authorized) \_\_\_\_\_

Name & Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

# ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid # CHARGING EQUIPMENT

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p>Specifications that follow are minimum basic requirements. Bidder must list any deviations from these specifications. If bidder claims item "Meets or Exceeds" specifications, documentation must be provided with bid to substantiate claim. Failure to do so will result in rejection of your bid and/or product for non-compliance.</p>	
<p><b>ELECTRIC BUS CHARGING EQUIPMENT</b> Provide submittals for items listed documenting compliance with specification requirements.</p> <ul style="list-style-type: none"> <li>a. Materials and Services</li> <li>b. Tests and Commissioning Plans</li> <li>c. Tests and Commissioning Results</li> <li>d. Operation and Maintenance Manual</li> <li>e. Product Data: Manufacturer’s data sheets on each product to be used, including preparation instructions and recommendations.</li> <li>f. Storage and handling requirements and recommendations.</li> <li>g. Installation methods.</li> </ul>	
<p><b><u>TECHNICAL SPECIFICATIONS FOR ELECTRIC BUS CHARGING EQUIPMENT</u></b></p> <p><b>ALL-IN-ONE DUAL DCFC – One or more</b> Charging station(s) is a SAE J1772 CCS1 dual port plug-in style system with capability for mounting on concrete pad, 60 kW DCFC. The unit complies with all J1772 standards and is capable of providing up to 150A DC to the vehicle. Grid connection should be 480 VAC, three phase, 60 Hz. LED status indicators for troubleshooting.</p> <p><b>SINGLE EVSE AC LEVEL 2 – One or more</b> Charging station(s) is a SAE J1772 plug-in style system with capability for mounting on pedestal, 19.2 kW EVSE. The unit complies with all J1772 standards and is capable of providing up to 80 Amps of AC to the vehicle. Grid connection should be 208-240 VAC, single phase, 60/50 Hz. LED status indicators for troubleshooting.</p> <p><b>MOBILE ELECTRIC BUS CHARGING TRAILER – One or more.</b> Mobile charging trailer with five (5) single 30kw CCS1 ports, 120-gallon propane fuel tank. Capable of charging five vehicles at once.</p>	<p style="text-align: center;">YEAR: PRODUCT#: MODEL#: CHARGING RATE:</p> <p style="text-align: center;">YEAR: PRODUCT#: MODEL#: CHARGING RATE:</p> <p style="text-align: center;">YEAR: PRODUCT#: MODEL#: CHARGING RATE:</p>

# ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid # CHARGING EQUIPMENT

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<b>CHARGER REQUIREMENTS</b>	
<p><b><u>DCFC:</u></b></p> <p>1. Equipment: SAE J1772 CCS1 dual plug-in charger.</p> <p>2. Input Voltage: 480 VAC, three phase, 60 Hz power input per modular charger unit.</p> <p>3. Safety Features:</p> <ul style="list-style-type: none"> <li>a. Short Circuit Rating: Exceeds 60,000 amperes symmetrical</li> <li>b. Surge Protection: In accordance with IEC 61643-1 and IEC 61643-11. min</li> <li>c. Ground Fault: Internal 20 kA CCID with auto re-closure (three attempts).</li> </ul> <p>4. Environmental:</p> <ul style="list-style-type: none"> <li>a. Operating Temperature: -22 to 131 F (-30 C to 55 C) ambient.</li> <li>b. 2.Operating Humidity: Up to 95% non-condensing.</li> <li>c. NEMA Rating: 3R.</li> </ul> <p>5. Compliance:</p> <ul style="list-style-type: none"> <li>a. Safety: UL2202-2009, UL2231-1, UL2231-2, SAE J1772.</li> <li>b. EMC: FCC Part 15, Class B,</li> <li>c. UL &amp; compliance completed by independent testing laboratory prior to shipment. UL &amp; certificates will be made available by manufacturer.</li> </ul> <p>6. Dispensing unit that utilizes an SAE J1772 CCS1 dual plug-in style cable. Unit shall be all-in-one DCFC.</p> <p>7. Cables: CCS1 type connector head, 150A DC maximum output, 1000V DC rated. Each dispensing unit shall have two 18 ft. cables, retractors included.</p> <p>8. Inputs from Charging Cabinet:</p> <ul style="list-style-type: none"> <li>a. DC+</li> <li>b. DC-</li> <li>c. Ground</li> <li>d. Communications (fiber or ethernet)</li> </ul>	

# ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid # CHARGING EQUIPMENT

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p>e. Network connectivity via 4G or 5G Modem and includes ethernet port for wired connection to external network switch.</p> <p>f. Safety interlock.</p> <p>9. Mechanical Impact Protection:</p> <p>10. Dispensing unit shall have an integrated emergency stop button with the option to install an additional external emergency stop button. It should be possible to mount this button up to 10 meters away from the dispensing unit.</p> <p>11. Dispensing unit shall have an integrated non-emergency stop button with the option to install an additional external non-emergency stop button. It should be possible to mount this button up to 10 meters away from the dispensing unit.</p> <p>12. Dispensing unit shall not include a credit card reader.</p> <p>13. RFID system – ISO/IEC 14443 A/B, integrated credential readers for entry management. Four cards per charger are to be provided.</p> <p>14. Minimum 8" touch screen display.</p> <p>15. Charging style shall occur parallel charge mode or via smart charging.</p> <p>16. The mating interface shall be an SAE J1772 dual CCS1 plug-in style connectors.</p> <p>17. The cable shall have a connector with DC+, DC-, ground, control pilot, and proximity pilot for mating to the vehicle plug-in inlet.</p> <p>18. The charger shall communicate with the vehicle over power line communication via the control pilot line.</p> <p>19. CCS1 plug-in style charging systems are described in and shall be compliant with the following standards:</p> <ol style="list-style-type: none"> <li>1. SAE J1772 CCS1</li> </ol>	

# ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid # CHARGING EQUIPMENT

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p>21. Air-Cooled power modules.</p> <p>22. Charging rate shall be 60kW single port or dual 30kw ports.</p> <p><b>USER INTERFACE</b></p> <ul style="list-style-type: none"> <li>a. The charging system user interface shall be designed so that it requires minimal interaction with the operator.</li> <li>b. User interface shall indicate charging system status via LED (ready to charge, performing handshake, charging, charging complete, error). Charging system will be capable of wiring an external LED beacon for flexibility in LED light placement.</li> <li>c. User interface shall include an emergency stop button or the possibility to wire an external emergency stop button to the interface control module.</li> </ul> <p><b>Networking:</b></p> <ul style="list-style-type: none"> <li>a. Protocol: OCPP 1.6 or higher, including core &amp; smart charging profiles for advanced charger scheduling and management.</li> <li>b. Communications: Network connectivity via 4G or 5G modem and includes ethernet port for wired connection to external network switch.</li> <li>c. Capable of remote monitoring for remote troubleshooting, charger fleet management, over-the-air software updates and data monitoring.</li> <li>d. RFID system – ISO/IEC 14443 A/B, integrated credential readers for entry management. Two cards per charger.</li> <li>e. Capable of remote control and authorization.</li> </ul> <p><b><u>AC LEVEL 2</u></b></p> <p><b>1. Safety Features:</b></p> <ul style="list-style-type: none"> <li>a. Short Circuit Rating: Exceeds 60,000 amperes symmetrical</li> <li>b. Surge Protection: In accordance with IEC 61643-1 and IEC 61643-11. min</li> <li>c. Ground Fault: Internal 20 kA CCID with auto re-closure (three attempts).</li> </ul> <p><b>2. Environmental:</b></p> <ul style="list-style-type: none"> <li>a. Operating Temperature: -22 to 131 F (-30 C to 55 C)</li> </ul>	

# ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid # CHARGING EQUIPMENT

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p>ambient.</p> <p>b. 2. Operating Humidity: Up to 95% non-condensing.</p> <p>c. NEMA Rating: 3R.</p> <p><b>3. Compliance:</b></p> <p>a. Safety: UL2202-2009, UL2231-1, UL2231-2, SAE J1772.</p> <p>b. EMC: FCC Part 15, Class B.</p> <p>c. UL &amp; compliance completed by independent testing laboratory prior to shipment. UL &amp; certificates will be made available by manufacturer.</p> <p><b>AC Level 2 EV Charging Station and Accessories:</b></p> <p><b>1. Source Limitations:</b> Obtain products from single manufacturer.</p> <p><b>2. Specifications:</b></p> <p>a. Location Rating: Outdoor.</p> <p>b. Input Feeder Rating: 208, single phase, 60 Hz, 80 A continuous load with 10A Branch circuit breakers.</p> <p>c. Rated Power: 19.2KW.</p> <p>d. Output Quantity: 1.</p> <p>e. Touch Screen: 5-8 inches.</p> <p>f. Output Wiring: Flexible cord.</p> <p>g. Output cable nominal length: 16 ft.</p> <p>h. Cable management system with cable retractor and holster.</p> <p>i. Output Attachment Plug: Type 1 (SAE J1772).</p> <p>j. Mounting: Pedestal mount with galvanized steel with powder coating.</p> <p><b>USER INTERFACE</b></p> <p>a. The charging system user interface shall be designed so that it requires minimal interaction with the operator.</p> <p>b. User interface shall indicate charging system status via LED (ready to charge, performing handshake, charging, charging complete, error). Charging system will be capable of wiring an external LED beacon for flexibility in LED light placement.</p> <p>c. User interface shall include an emergency stop button or the possibility to wire an external emergency stop button to the interface control module.</p>	

# ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid # CHARGING EQUIPMENT

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p><b>3. Networking:</b></p> <ul style="list-style-type: none"> <li>a. Protocol: OCPP 1.6, including core &amp; smart charging profiles for advanced charger scheduling and management.</li> <li>b. Communications: Network connectivity via 4G or 5G modem and includes ethernet port for wired connection to external network switch.</li> <li>c. Capable of remote monitoring for remote troubleshooting, charger fleet management, over-the-air software updates and data monitoring.</li> <li>d. RFID system – ISO/IEC 14443 A/B, integrated credential readers for entry management. Two cards per charger.</li> <li>e. Capable of remote control and authorization.</li> </ul>	
<p><b><u>COMMISSIONING/PROGRAMMING CHARGERS</u></b></p> <p>A. Manufacturer's or Dealer Field Service: Engage a factory-authorized service representative to test and inspect components, assemblies, and equipment installations, including connections.</p> <p>B. Tests and Inspections: For each unit of EV charging equipment, perform the following tests and inspections:</p> <ul style="list-style-type: none"> <li>a. Unit self-test.</li> <li>b. Operation test with EV.</li> <li>c. Network communications test.</li> <li>d. Operation text with load bank.</li> </ul> <p>C. EV charging equipment will be considered defective if it does pass tests and inspections.</p> <p>D. Factory or dealer authorized service representative to prepare test and inspection reports.</p> <p>E. Engage a factory or dealer authorized service representative to perform startup service.</p> <p>F. Complete installation and startup checks according to manufacturer's written instructions.</p>	

**ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid #  
CHARGING EQUIPMENT**

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p><b><u>SOFTWARE:</u></b></p> <p><b>Software Specification:</b></p> <ul style="list-style-type: none"> <li>a. OCPP 1.6 or higher compliant</li> <li>b. Software controlled delayed charging start and load management.</li> <li>c. Session and uptime reports.</li> <li>d. For active sessions, show kW, kWh dispensed, voltage, amperage, and for AC and DC charging, SOC.</li> <li>e. API available without rate limiting.</li> <li>f. No limits on historical data storage or retrieval while under contract.</li> <li>g. Exclusive Account Manager &amp; Diagnostic and YTD reports.</li> <li>h. Remote Software &amp; Hardware monitoring.</li> <li>i. Asset management.</li> <li>j. SIM Card Data Connectivity.</li> <li>k. 24x7 driver and site host Help Desk.</li> <li>l. Back up &amp; Restoration Services – Hardware.</li> <li>m. Hardware OEM Warranty Management.</li> <li>n. Must be able to capture and export charging session reports for LCFC capture.</li> <li>o. Must be able to capture and export charging session reports for utility Charge Ready Transport program or grant reporting requirements.</li> <li>p. Five years of software subscription will be included.</li> </ul> <p><b>Advanced Load Management:</b></p> <ul style="list-style-type: none"> <li>a. Functionality will be a separate service with continuous load calculation and algorithm updates. The service will include:               <ul style="list-style-type: none"> <li>1) Real-time price updates.</li> <li>2) Fleet Vehicle scheduling.</li> <li>3) Set Fixed daily charging schedules.</li> <li>4) Automatic vehicle updates through telematic integrations for vehicle data such as departure time, target SoC, SoC, and battery size.</li> <li>5) Advanced optimization based: fleet, mixed fleet, fleet with TOU, load sharing and load sharing with TOU rates.</li> <li>6) Advanced optimization based: load sharing and load sharing with TOU rates.</li> </ul> </li> </ul>	



# ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid # CHARGING EQUIPMENT

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p>7) Load optimization along with Local Smart energy Systems. (real-time data from BMS)</p> <p><b>Advanced Plus Connectivity:</b></p> <ul style="list-style-type: none"> <li>a. SIM Card Data Connectivity.</li> <li>b. SIM Card from major communications provider based on “Best Signal Strength” available at a site.</li> </ul>	
<p><b><u>MOBILE CHRGING TRAILER SPECIFICATIONS</u></b></p> <p>Vendor shall provide a complete vehicle component description list, and computer-generated diagrams with dimensions for each item to be supplied as required in the bid specifications. The factory order sheet with applicable descriptive information may be acceptable for bid evaluation. Detailed drawings, as required within the specification, shall be included with the bid documents.</p>	
<p><b>CHASSIS:</b></p> <p><b>1. Deck</b> Deck type equipment trailer, Approximately 14,000 lbs. Gross Vehicle Weight Rating (G.W.V.R.) @ 55+ MPH, with deck over the wheels, for moving construction equipment. Trailer shall be minimum rated to carry weight of generator and charge equipment.</p> <ul style="list-style-type: none"> <li>a. Approximately 12,000 lbs. GVWR, unrestricted.</li> <li>b. Overall length: Approximately 293 inches.</li> <li>c. Overall width: Approximately 102 inches.</li> <li>d. Deck length: Approximately 240 inches.</li> <li>e. Deck width: Approximately 80 inches.</li> <li>f. Overall deck height: Approximately 15-18 inches.</li> <li>g. Tongue length 60 inches (approx.)</li> <li>h. Width between fenders: Approximately 80 inches.</li> </ul> <p><b>2. Type</b></p> <ul style="list-style-type: none"> <li>a. Deck trailer shall be specifically designed for the application.</li> <li>b. Entire trailer painted or spray lined in black, wheels gray or black.</li> </ul>	

**ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid #  
CHARGING EQUIPMENT**

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p><b>3. Capacity</b> Vehicle shall be 12,000 lbs. G.V.W.R.</p> <p><b>4. Brakes</b> Hydraulic or Electric brakes</p> <p><b>5. Wheels</b> Eight (8) Bolt [17.5" x 6.75"] Plate Wheel, factory gray color.</p> <p><b>6. Tires</b> Four (4) ST215/75R 17.5 H, steel belted tubeless radial.</p> <p><b>7. Axles</b></p> <ul style="list-style-type: none"> <li>a. Dexter style Approximately 7,000 lbs. rated.</li> <li>b. Oil Bath, Timken/Federal Mogul bearings.</li> <li>c. Steel hubs.</li> </ul> <p><b>8. Frame Rails</b> All A-36 structural steel, engineered to exceed rated trailer capacity.</p> <ul style="list-style-type: none"> <li>a. Electrical conduit channel for wiring as necessary to protect wiring.</li> <li>b. Dual Perimeter frame rails for rigidity.</li> </ul> <p><b>9. Suspension</b> Spring Approximately 12,000 lbs. suspension, fixed mounting</p> <p><b>10. Hitch</b></p> <ul style="list-style-type: none"> <li>a. Alloy steel 2-5/16" lunette eye.</li> <li>b. Dexter Approximately 7,000 Lb., auto-adjust, electric brakes.</li> <li>c. Attached to a drilled plate with four 5/8" grade 8 fasteners, with washers and grade C lock nuts.</li> <li>d. Height adjustable 15" to 22" in 3" increments.</li> <li>e. Two (2) 3/8" height test, grade 70, class 5 safety chains with safety hooks, crossover type.</li> </ul> <p><b>11. Tongue Jack</b> Screw type, 10,000 lbs. static load capacity, drop-leg retract with sand shoe.</p>	

**ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid #  
CHARGING EQUIPMENT**

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p><b>12. Deck</b></p> <ul style="list-style-type: none"> <li>a. Steel, 3/16" diamond plate, secure fastened to all cross members including dovetail.</li> <li>b. 24" Wide runners each side full length of deck and dovetail.</li> <li>c. 4" headboard.</li> </ul> <p><b>13. Lights</b></p> <p>Department of Transportation (D.O.T.) regulation 12-volt using "Trucklite" type factory sealed lights and wiring system, Tail/Stop. Tail/Turn Signal shall be LED lights.</p> <ul style="list-style-type: none"> <li>a. All taillights shall be recessed and have protection guards installed to minimize potential damage from contact.</li> <li>b. All taillights shall be installed in full weatherproof enclosure(s).</li> <li>c. All wiring connections shall be located inside weatherproof enclosures or be weathertight connections.</li> <li>d. All mounting screws shall be stainless steel.</li> <li>e. All wiring shall utilize plastic loom and be secured to the body with plated metal strips and screws. Adhesive type securement is not acceptable.</li> </ul> <p><b>14. Wiring</b></p> <ul style="list-style-type: none"> <li>a. Internally grounded to 7-way connector socket, completely sealed, 6-wire conductor main cable and PVC encapsulated, "Truck Lite" type sealed system.</li> <li>b. All holes shall have sharp edges removed and use grommets.</li> </ul> <p><b>15. Connector</b></p> <ul style="list-style-type: none"> <li>a. 7-way industry standard.</li> <li>b. Wire per ATA standard.</li> </ul> <p><b>16. Safety Stripping</b></p> <p>Install National Highway Traffic Safety Administration reflective stripping, on side rail, rear bumper, and hitch per Federal regulations.</p>	

**ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid #  
CHARGING EQUIPMENT**

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p><b>17. Registration Holder</b> Provide James King Model 300 registration holder, mounted on right fender.</p>	
<p><b><u>MOBILE CHARGING SYSTEM</u></b></p> <ul style="list-style-type: none"> <li>a. Offer 120+ gallons of code compliant on-board propane storage.</li> <li>b. Units must comply with all applicable sections of the National Electric Code (NEC), Federal Motor Vehicle Safety Standards (FMVSS), National Fire Protection Association (NFPA) 58 and 32, American with Disabilities ACT (ADA), Underwriters Laboratory (UL) and all local codes enforced by the Authority Having Jurisdiction (AHJ).</li> <li>c. Six (6) 30kw, level 3, single port DC fast chargers. (or one 120kw dual port and two 30kw single port)</li> <li>d. All charger ports must have a min. 16ft charge cord w/CCS1 connectors.</li> <li>e. Generator and electrical wiring shall be contained in an enclosed cabinet and mounted to trailer. Chargers shall be mounted to enclosures with a sealed roll up door.</li> <li>f. Have separate and distinct communications battery systems and start battery systems to avoid a total system battery failure. Both battery systems should have solar panels to maintain proper battery condition as well as a redundant charging system for both battery systems. Redundant systems should operate in poor weather conditions such as snow and extended periods without sufficient sunlight.</li> <li>g. Remote access as well as onsite access to engine, generator, and system parameters without the need for proprietary software or hardware. Remote access should provide ample operational information to allow for efficient troubleshooting. Remote access and onsite access should be, look, operate, and function the same.</li> <li>h. In addition to the remote access the system should have a stand-alone, automatic early warning system. This system should have the ability to monitor engine and</li> </ul>	

# ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid # CHARGING EQUIPMENT

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p>generator parameters, low and high limits and perform automatic shutdowns, if necessary, to preserve the equipment. This system should have the ability to email or text warning messages to the customer indicating the specific unit experiencing the alarm, what the alarm is and if the genset is performing an automatic shutdown.</p> <ul style="list-style-type: none"> <li>i. Dealer must be able to provide extended warranty, service, repair, and maintenance on the entire system if the bidder so chooses. Including the initial year and subsequent years.</li> <li>j. All flat surfaces of the trailer deck must be coated with a slip resistant coating for enhanced safety and for enhanced corrosion protection.</li> <li>k. Gensets and related components must be industrial, prime power rated for the total electrical load.</li> <li>l. Generators must have PMGs (Permanent Magnet Generator)</li> <li>m. Dual isolated battery systems one system for communication and telemetry and one set for the genset and associated equipment.</li> <li>n. Must have redundant and automatic charging methods for both separate battery systems.</li> <li>o. System must have remote access to onboard equipment via an Ethernet connection.</li> <li>p. System must have an automatic early warning and automatic alert system for genset system parameters. Must be able to automatically email and/or text alerts and alarms to the operator’s specified staff.</li> <li>q. Must provide ability to geo-locate the unit while the communication system is powered on.</li> <li>r. Must be able to operate without being connected to a grid or hard field connection (i.e. 120 VAC, 220 VAC, hot water supply, etc.)</li> <li>s. Must be able to operate without the communications and controls system operational and without the communications battery system available.</li> <li>t. Must have the ability to connect to an external fuel supply.</li> </ul>	

**ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid #  
CHARGING EQUIPMENT**

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p><b>1. Miscellaneous Requirements and Accessories</b></p> <ul style="list-style-type: none"> <li>a. One (1) copy of all factory operation, shop repair, and parts manuals for all components used on the vehicle, including brakes, for each vehicle delivered.</li> <li>b. Two (2) hours training on vehicle operation for any delivered vehicle.</li> <li>c. Vehicle/Trailer is to be delivered complete and in operating condition. All work is to be completed by qualified personnel in a professional manner.</li> <li>d. Vehicles/Trailers subject to prior sale, modifications, alternative and/or exceptions will not be considered.</li> <li>e. Vehicle/Trailer must conform to all Legal and Safety Equipment required by Federal or State standards, shall be provided and installed at the time of delivery.</li> <li>f. Bidder shall be a factory authorized/ franchised dealer with complete parts, services, and repair agency.</li> <li>g. Supplier is to provide all necessary documents, weight certificates, etc., register and plate the vehicle with Department of Motor Vehicles.</li> <li>h. The successful bidder must furnish all necessary documents, including weight certificate, registration, and license plates installed at time of delivery.</li> </ul>	
<p><b><u>WARRANTY</u></b></p> <p><b>1. Warranty</b></p> <ul style="list-style-type: none"> <li>a. All Chargers and Mobile charging equipment will have standard 2-years of warranty to cover parts and labor.</li> </ul> <p><b>2.Extended Warranty</b></p> <ul style="list-style-type: none"> <li>b. Three (3) additional years of extended warranty to cover parts and labor will be included. Total of 5 years of warranty to be included for all charging and off grid mobile equipment.</li> </ul>	

# ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – Bid # CHARGING EQUIPMENT

<b>SPECIFICATION</b>	<b>BIDDER'S RESPONSE - MUST COMPLY OR STATE DEVIATIONS IN FULL</b>
<p><b><u>COMMISSIONING/PROGRAMMING MOBILE CHARGING</u></b></p> <p>A. Manufacturer or Dealer Field Service: Engage a factory-authorized service representative to test and inspect components, assemblies, and equipment installations, including connections.</p> <p>B. Tests and Inspections: For each unit of EV charging equipment, perform the following tests and inspections:</p> <ul style="list-style-type: none"> <li>c. Unit self-test.</li> <li>d. Operation test with EV.</li> <li>e. Network communications test.</li> <li>f. Operation text with load bank.</li> </ul> <p>C. EV charging equipment will be considered defective if it does not pass tests and inspections.</p> <p>D. Factory or dealer authorized service representative to prepare test and inspection reports.</p> <p>E. Engage a factory or dealer authorized service representative To perform startup service.</p> <p>F. Complete installation and startup checks according to manufacturer’s written instructions.</p>	
<p><b><u>Delivery/Shipping</u></b></p> <p>All Charging Equipment will be delivery to the district or to any ordering agencies directly.</p> <p><b>Shipping:</b> Shipping costs are TBD at time of order.</p> <p><b>Delivery Timeframe:</b> List estimated delivery timeframe for each charging equipment, once order is placed.</p> <ul style="list-style-type: none"> <li>1. DCFC</li> <li>2. Level 2</li> <li>3. Mobile Trailer</li> </ul>	<p style="text-align: right;">Days _____</p> <p style="text-align: right;">Days _____</p> <p style="text-align: right;">Days _____</p>
<p><b><u>ADDITIONAL AVAILABLE OPTIONS:</u></b></p> <p>Must provide pricing for each available option from each section on the provided options list.</p>	<p style="text-align: center;">*All options subject to compatibility</p>

# ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – BID # CHARGING EQUIPMENT – OPTIONS

List acceptable Brands:

Item #	Description	Add or Remove
<b>LEVEL 2</b>		
1.	7.6kW 40Amp Plug-in Type Single Connector - SAE J1772 14-50 Plug.	
2.	7.2 kW Wall Mount 40Amp Single Port. SAE J1772.	
3.	7.2 kW Pedestal Mount 40Amp Single port. SAE J1772.	
4.	2x 7.2 kW Pedestal Mount 40Amp Dual Port. SAE J1772.	
5.	9.6kW 50Amp Plug-in Type - Single Connector - SAE J1772 14-50 Plug-in.	
6.	12kW 50Amp Wallbox Dual Connector. SAE J1772.	
7.	12kW 50Amp Wallbox Single Connector. SAE J1772	
8.	16.8kw 70Amp Wall Mount Single, SAE J1772.	
9.	16.8kw 70Amp Pedestal Single Port, SAE J1772.	
10.	19.2 kW - 80Amp Wallbox Single Connector. SAE J1772.	
11.	19.2kW -80Amp Single Port Pedestal Mounted charger. SAE J1772	
12.	19.2kW – Dual Port Pedestal Mount. SAE J1772.	
13.	18-20’ Cord Length. Level 2	
14.	24 -25’ Cord Length. Level 2	
15.	Cord Management System (CMS) - Level 2	
16.	5-Year Extended Warranty for 19.2kW per level 2 charger.	
17.	5-Years Maintenance Plan for 12kW or 19.2kW per level 2 charger.	
18.	Add 1-Year Maintenance Plan - Level 2 – One onsite visit per year, per charger.	
19.	Add 1-Year Maintenance Plan - Level 2 – Two onsite visits per year, per charger.	
20.	1-Year Parts and Labor Extended Warranty – 30Amp to 40Amp charger.	
21.	1-Year Parts and Labor Extended Warranty – 12kW 50Amp charger.	
22.	1-Year Parts and Labor Extended Warranty – 16.8kW 70Amp charger.	
23.	1-Year Parts and Labor Extended Warranty – 19.2kW 80Amp charger.	
24.	5-year Software Subscription – Level 2 - 12kW or 19.2kW chargers. Price per port.	
25.	1-year of Software Subscription – Level 2 Price per port.	
26.	Cellular Modem (Sim Card) for 4G or 5G connectivity for any Level 2 Charger.	
27.	Point of Sale (POS) Credit Card Reader with Apple Pay, Samsung Pay. Level 2	
28.	Shipping.	
<b>LEVEL 3 – DCFC – V2G</b>		
29.	24kW All in One DCFC Wall Mount – Single Port, CCS1.	
30.	24kW All in One DCFC Wall Mount – Dual Port, CCS1 with CHAdeMO or dual CCS1	
31.	30kW All in One DCFC Wall Mount – Single or Dual Port, CCS1.	
32.	30kW All in One DCFC Pedestal Mount – Single or Dual Port, CCS1.	
33.	40kW All in One DCFC Wall Mount – Single or Dual Port, CCS1.	
34.	40kW All in One DCFC Pedestal Mount – Singel or Dual Port, CCS1.	
35.	60kw All in One DCFC – Single Port, CCS1.	
36.	60kw All in One DCFC – Dual Port, CCS1.	
37.	60kw Remote Dispenser DCFC – Includes One Dispenser, Single Port, CCS1.	



## ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – BID # CHARGING EQUIPMENT – OPTIONS

38.	Additional Dispensers for Remote Dispenser Charging.	
39.	80kW All in One DCFC – Single Port, CCS1.	
40.	80kW All in One DCFC – Dual Port, CCS1.	
41.	100kW All in One DCFC – Single Port, CCS1.	
42.	100kW All in One DCFC – Dual Port, CCS1.	
43.	120kW All in One DCFC – Single Port, CCS1.	
44.	120kW All in One DCFC – Dual Port, CCS1.	
45.	125kW Remote Dispenser DCFC – Includes One Remote Dispenser, Single Port, CCS1.	
46.	160kW All in One DCFC – Single Port, CCS1.	
47.	160kW All in One DCFC – Dual Port, CCS1.	
48.	180kW All in One DCFC – Single Port, CCS1.	
49.	180kW All in One DCFC – Dual Port, CCS1.	
50.	200kW All in One DCFC – Single Port, CCS1.	
51.	200kW All in One DCFC – Dual Port, CCS1.	
52.	240kW All in One DCFC – Single Port, CCS1.	
53.	240kW All in One DCFC – Dual Port, CCS1.	
54.	300kW All in One DCFC – Single Port, CCS1.	
55.	300kW All in One DCFC – Dual Port, CCS1.	
56.	360kW All in One DCFC – Single Port, CCS1.	
57.	360kW All in One DCFC – Dual Port, CCS1.	
58.	400kW All in One DCFC – Single Port, CCS1.	
59.	400kW All in One DCFC – Dual Port, CCS1.	
60.	1-Year Parts and Labor Extended Warranty – 24kW - 30kW Single DCFC. (Price per year)	
61.	1-Year Parts and Labor Extended Warranty – 40kW Single or Dual DCFC. (Price per year)	
62.	1-Year Parts and Labor Extended Warranty – 60kW Single or Dual DCFC. (Price per year)	
63.	1-Year Parts and Labor Extended Warranty – 80kW Single or Dual DCFC. (Price per year)	
64.	1-Year Parts and Labor Extended Warranty – 100kW Single or Dual DCFC. (Price per year)	
65.	1-Year Parts and Labor Extended Warranty – 120kW Single or Dual DCFC. (Price per year)	
66.	1-Year Parts and Labor Extended Warranty – 125kW Single or Dual DCFC. (Price per year)	
67.	1-Year Parts and Labor Extended Warranty – 160kW Single or Dual DCFC. (Price per year)	
68.	1-Year Parts and Labor Extended Warranty – 180kW Single or Dual DCFC. (Price per year)	
69.	1-Year Parts and Labor Extended Warranty – 200kW Single or Dual DCFC. (Price per year)	
70.	1-Year Parts and Labor Extended Warranty – 240kW Single or Dual DCFC. (Price per year)	
71.	1-Year Parts and Labor Extended Warranty – 300kW Single or Dual DCFC. (Price per year)	
72.	1-Year Parts and Labor Extended Warranty – 360kW Single or Dual DCFC. (Price per year)	
73.	1-Year Parts and Labor Extended Warranty – 400kW Single or Dual DCFC. (Price per year)	
74.	1-year of Software Subscription – Level 3 or V2G, price per port.	
75.	5-year of Software Subscription – Level 3 or V2G, price per port.	
76.	1-Year Maintenance Plan - Level 3 or V2G – One onsite visit per year, per charger.	
77.	1-Year Maintenance Plan - Level 3 or V2G – Two onsite visits per year, per charger.	
78.	18-20' Cord Length. Level 3 or V2G	
79.	24-25' Cord Length. Level 3 or V2G	
80.	Cord Management System (CMS) - 24kW – 40kW	
81.	Cord Management System (CMS) - 60kW – 400kW	
82.	Point of Sale (POS) Credit Card Reader with Apple Pay, Samsung Pay. Level 3, DCFC or V2G	

**ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – BID #  
CHARGING EQUIPMENT – OPTIONS**

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83.	Cellular Modem (Sim Card) for 4G or 5G connectivity for any Level 3, DCFC or V2G Charger.	
84.	Shipping.	
	<b>V2G</b>	
85.	20kw V2G Wall Mount – Single Port, CCS1	
86.	20kw V2G Pedestal Mount – Single Port, CCS1	
87.	40kw V2G Pedestal Mount – Single Port, CCS1	
88.	40kw V2G Pedestal Mount – Dual Port, CCS1	
89.	60kw V2G Pedestal Mount – Single Port, CCS1	
90.	60kw V2G Pedestal Mount – Dual Port, CCS1	
91.	80kw V2G Pedestal Mount – Single Port, CCS1	
92.	80kw V2G Pedestal Mount – Dual Port, CCS1	
93.	60kW Remote Dispenser V2G DCFC includes One Dispenser, CCS1	
94.	125kW Remote Dispenser V2G DCFC includes One Dispenser, CCS1	
95.	Additional V2G Dispensers for Remote Dispenser Charging.	
96.	1-Year Parts and Labor Extended Warranty – 20kW Single V2G. (Price per charger)	
97.	1-Year Parts and Labor Extended Warranty – 40kW Single or Dual V2G. (Price per charger)	
98.	1-Year Parts and Labor Extended Warranty – 60kW Single or Dual V2G. (Price per charger)	
99.	1-Year Parts and Labor Extended Warranty – 80kW Single or Dual V2G. (Price per charger)	
100.	1-Year Parts and Labor Extended Warranty – 125kW Single V2G. (Price per charger)	
101.	1-Year Parts and Labor Extended Warranty – 125kW Dual V2G. (Price per charger)	
	<b>MOBILE OFF-GRID CHARGING</b>	
102.	30kw Mini Mobile Charging Trailer – Single or dual Port, Level 3 – Fuel options: Propane, LNG or Diesel.	
103.	75kw Mini Mobile Charging Trailer – Single or dual Port, Level 3 – Fuel options: Propane, LNG or Diesel.	
104.	12kw Mini Mobile Charging Trailer – up to 4 12kW, Level 2 – Fuel options: Propane, LNG or Diesel.	
105.	120Kw Charging Trailer – Dual Port or up to four (4) 30kw Level 3 CCS1 Ports – Fuel options: Propane, LNG or Diesel.	
106.	160kW – 175kW Mobile Charging Trailer – Up to Six (6) 30kw single port Level 3 CCS1 or 120kW dual port with two 30kW or Hybrid - level 2 and level 3 – Fuel options: Propane, LNG or Diesel.	
107.	160kW – 175kW Mobile Charging Trailer – Up to eight (8) 19.2kw single port Level 2 CCS1 – Fuel options: Propane, LNG or Diesel.	
108.	220Kw Mobile Charging Trailer – Dual Port or Up to Seven (7) 30kw Level 3 or 120kW dual port with four 30kw single CCS1 Ports – Fuel options: Propane, LNG or Diesel.	
109.	30kw Mini Mobile Charging Skid – Single or dual Port, Level 3 – Fuel options: Propane, LNG or Diesel.	
110.	12kw Mini Mobile Charging Skid – up to 4 12kW, Level 2 – Fuel options: Propane, LNG or Diesel.	
111.	120Kw Mobile Charging Skid – Dual Port or up to four (4) 30kw Level 3 CCS1 Ports – Fuel options: Propane, LNG or Diesel.	

## ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – BID # CHARGING EQUIPMENT – OPTIONS

112.	160kW – 175kW Mobile Charging Skid – Up to Six (6) 30kw single port Level 3 CCS1 or 120kW dual port with two 30kW or Hybrid - level 2 and level 3 – Fuel options: Propane, LNG or Diesel.	
113.	220Kw Mobile Charging Skid – Dual Port or Up to Seven (7) 30kw Level 3 or 120kW dual port with four 30kw single CCS1 Ports – Fuel options: Propane, LNG or Diesel.	
114.	120Kw Mobile Charging Truck – Dual Port or up to four (4) 30kw Level 3 CCS1 Ports – Fuel options: Propane, LNG or Diesel. Class Five Truck – Cabover, Cab and Chassis style.	
115.	160kW – 175kW Mobile Charging Truck – Up to Six (6) 30kw single port Level 3 CCS1 or 120kW dual port with two 30kW or Hybrid - level 2 and level 3 – Fuel options: Propane, LNG or Diesel.– Class Five – Cabover, Cab and Chassis style.	
116.	220kW Mobile Charging Truck – Dual Port or Up to Seven (7) 30kw Level 3 or 120kW dual port with four 30kw single CCS1 Ports – Fuel options: Propane, LNG or Diesel. Class Five – Cabover, Cab and Chassis style.	
117.	300-400kW Mobile Charging Semi Trailer up to Twelve (12) Level 3 CCS1 Ports. One QSX15 Cummins Turbo charged engine, Tier 4 EPA certified, Tandem Axle Class 8, 45' to 53' drop deck all-steel trailer with steel decking with Manual dump valve, all axles, air brakes. Propane, LNG or Diesel.	
118.	Add 1-Year Parts and Labor Extended Warranty – Mini 30kw or 12kw Skid, Trailer and Truck. Price per year, full coverage warranty.	
119.	Add 1-Year Parts and Labor Extended Warranty – 120kw Skid, Trailer and Truck. Price per year, full coverage warranty.	
120.	Add 1-Year Parts and Labor Extended Warranty – 160kw Skid, Trailer and Truck. Price per year, full coverage warranty.	
121.	Add 1-Year Parts and Labor Extended Warranty – 220kw Skid, Trailer and Truck. Price per year, full coverage warranty.	
122.	Add 1-Year Parts and Labor Extended Warranty – 360-400kW Simi Trailer. Price per year, full coverage warranty.	
123.	Point of Sale (POS) Credit Card Reader with Apple Pay, Samsung Pay. Trailer, Skid or Truck.	
124.	80 VAC, twist lock connector and manual transfer switch to send power to an off-platform location. (i.e. building, command center, etc.) Unit can power either the EV chargers or the Off-Platform Power Port. External power cable not provided.	
125.	Twist lock connector and manual transfer switch to send power to an off-platform location. (i.e. building, command center, etc.) Unit can power either the EV chargers or the Off-Platform Power Port. External power cable not provided. (For Semi Trailer Option)	
126.	Add Electric Stabilizing Jacks for Truck and Trailer option	
127.	Custom Colors or Graphics.	
128.	Cellular Modem (Sim Card) for 4G or 5G connectivity for any Level 2 or DCFC Charger.	
129.	1-Year Maintenance Plan – Trailer, Skid or Truck – One onsite visit per year.	
130.	1-Year Maintenance Plan – Trailer, Skid or Truck – Two onsite visit per year.	
131.	1-Year Maintenance Plan – Trailer, Skid or Truck – Three onsite visit per year.	
132.	1-Year Maintenance Plan – Trailer, Skid or Truck – One onsite visit per Month.	
133.	1-Year Maintenance Plan – Trailer, Skid or Truck – Two onsite visits per Month.	
134.	1-year of Software Subscription – Level 2 or Level 3, price per port for Mobile Trailer, Skid and Truck.	
135.	Solar system to recharge onboard batteries.	

**ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – BID #  
CHARGING EQUIPMENT – OPTIONS**

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136.	Shipping to destination.	
	<b>INSTALLATION</b>	
137.	Consulting Services – Fee Hourly rate	
138.	Design and Engineering – Cost + (state percentage)	%
139.	Permitting – Cost + (state percentage)	%
140.	General Conditions – Cost + (state percentage)	%
141.	Project Management - (per hour rate)	
142.	Labor Rate – Electrical – Prevailing Wage (per hour rate)	
143.	Labor Rate – Electrical – Non-Prevailing Wage (per hour rate)	
144.	Labor Rate – Civil Labor – Prevailing Wage (per hour rate)	
145.	Labor Rate – Civil Labor – Non-Prevailing Wage (per hour rate)	
146.	Trenching – Onsite – Under 300LF - Landscape (per foot; 12"x24" max width/depth; does not include equipment rental or disposal; backfill only)	
147.	Trenching – Onsite – Under 300LF - Asphalt (per foot; 12"x24" max width/depth; does not include equipment rental or disposal; backfill only)	
148.	Trenching – Onsite – Under 300LF - Concrete (per foot; 12"x24" max width/depth; does not include equipment rental or disposal; backfill only)	
149.	Trenching – Onsite – Over 300LF - Landscape (per foot; 12"x24" max width/depth; does not include equipment rental or disposal; backfill only)	
150.	Trenching – Onsite – Over 300LF - Asphalt (per foot; 12"x24" max width/depth; does not include equipment rental or disposal; backfill only)	
151.	Trenching – Onsite – Over 300LF - Concrete (per foot; 12"x24" max width/depth; does not include equipment rental or disposal; backfill only)	
152.	Directional Boring – Offsite- Under 300LF	
153.	Directional Boring – Offsite – Over 300LF	
154.	Directional Boring – Onsite- Under 300LF	
155.	Directional Boring – Onsite- Over 300LF	
156.	Concrete - 3k PSI, broom finish, 6" max depth, price per sq. ft., placement only. Does not include rebar.	
157.	Rebar – per Ton	
158.	Install - Rebar – per Square foot	
159.	Asphalt - price per ton, including base, placement only	
160.	Protection Bollards - 4" x 7' Steel - Concrete Filled	
161.	Protection Bollards - 6" x 7' Steel – Concrete Filled	
162.	Std. Concrete Parking Stall Wheel Stops	
163.	Commissioning/Programming - Price per charger – AC Level 2	
164.	Commissioning/Programming - Price per charger – DCFC or V2G	
165.	Removable infrastructure – Price per foot.	
166.	Switchgear 277/480V 3P – 400A	
167.	Switchgear 277/480V 3P – 800A	
168.	Switchgear 277/480V 3P – 1,200A	

**ANTELOPE VALLEY SCHOOL TRANSPORTATION AGENCY – BID #  
CHARGING EQUIPMENT – OPTIONS**

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169.	Switchgear 277/480V 3P – 1,600A	
170.	Switchgear 277/480V 3P – 2,000A	
171.	Switchgear 277/480V 3P – 2,500A	
172.	Switchgear 277/480V 3P – 3,000A	
173.	Switchgear 277/480V 3P – 4,000A	
174.	Stepdown Transformer – 277/480V Primary to 120/208V – Secondary 45kVA	
175.	Stepdown Transformer – 277/480V Primary to 120/208V – Secondary 75kVA	
176.	Stepdown Transformer – 277/480V Primary to 120/208V – Secondary 150kVA	
177.	Stepdown Transformer – 277/480V Primary to 120/208V – Secondary 300kVA	
178.	Stepdown Transformer – 277/480V Primary to 120/208V – Secondary 500kVA	
179.	Stepdown Transformer – 277/480V Primary to 120/208V – Secondary 750kVA	
180.	Stepdown Transformer – 277/480V Primary to 120/208V – Secondary 1000kVA	
181.	Any options not listed – Cost + 20%	
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**INDIVIDUAL ACTION ITEM # 014**

**SUBJECT: ISSUANCE OF RFP FOR PIGGYBACK AGREEMENT FOR EV VEHICLES**

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**BACKGROUND:**

It is requested the Board of Directors approve issuance of RFP for piggyback agreement for EV vehicles, as presented.

**ACTION REQUIRED:**

A majority vote.

**REFERENCE MATERIALS ATTACHED:**

Bid Packet

# **Antelope Valley School Transportation Agency**

670 West Avenue L-8  
Lancaster, CA 93534  
(559) 952-3115

Bid #XX

“Electric Passenger Van(s)”

Opening date: Feb XX, 2025

Opening time: 1:00 p.m.

## **Antelope Valley School Transportation Agency**

670 West Avenue L-8  
Lancaster, CA 93534  
(559) 952-3115

### **LEGAL NOTICE** **NOTICE TO BIDDERS**

NOTICE IS HEREBY GIVEN THAT the Board of Trustees of the Antelope Valley School Transportation Agency, County of Los Angeles, State of California, will receive bids up to, but no later than **2:00 p.m., on FEB XX, 2025**, in the Business Office, 670 West Avenue L-8 Lancaster, CA 93534 for the following **Bid #XXX** "Electric Passenger Vans"

#### **ONE (or more) Electric Passenger Vans**

All bids shall be made on bid forms furnished by AVSTA, and each bid must conform and be responsive to the contract documents. Bid and appropriate documents can be obtained in person at the Business Office between 9:00 a.m. and 3:00 p.m. Monday through Friday.

**Pursuant to Public Contract code Sections 20118 and 20652**, the Bidder may allow other public agencies in the State of California, Texas and Hawaii to purchase equipment and supplies under the same terms and conditions. (Including, but not limited to Kern, San Bernardino, Orange, San Diego, Riverside, Los Angeles, Monterey, Fresno, and Santa Barbara Counties and in the United States)

The Governing Board of Trustees of the Antelope Valley School Transportation Agency reserves the right to reject any and all bids received in whole or in part, to waive any irregularities in the bids or bidding, and to be the sole judges of suitability of products offered.

Signed:

\_\_\_\_\_  
Antelope Valley School Transportation Agency

Publication Dates:  
January XX, 2025  
Feb XX, 2025



## **GENERAL CONDITIONS, INSTRUCTIONS & CONTRACT**

General Conditions, Specifications and Contract governing the proposed purchase. The purpose of this bid is to award an agreement to the most qualified, responsible, responsive Bidder for the purchase of one (1) or more Electric Passenger Vans and Available Options. Antelope Valley School Transportation Agency "AVSTA" shall exercise its right of first refusal in the purchase of any vehicles contained in successful Bidder's bid packet. Award will be determined from the total of the base bid of the one (1) or more vans.

**DEVIATIONS FROM BID TERMS AND CONDITIONS** Deviations from any bid term or condition shall cause a bid to be rejected as nonresponsive. All deviations must be clearly noted at time of bid submission. If not noted, the assumption is that Bidder is bidding as specified.

**AWARD OF BID** The award of bid will be by the action of Antelope Valley Transportation School Agency's "AVSTA" Governing Board. District reserves the right to reject any or all bids, or to waive any irregularities or informalities in any bids or in the bidding process. In the event an award of the contract is made to a Bidder, and such Bidder fails or refuses to execute the Agreement and provide the required documents within Ten (10) working days after the notice of award of the contract to Bidder, Agency may award the contract to the next lowest responsive and responsible Bidder or reject all bids.

1. Bids shall be accompanied by a Certified Check, Bidders Bond, or Cashier's Check in the amount of ten percent (10%) of the total amount of the bid, made in favor of Antelope Valley School Transportation Agency (AVSTA), 670 West Avenue L-8 Lancaster, CA 93534
2. Sealed proposals shall be submitted plainly marked "**Electric Passenger Vans- Bid #**" to the authorized agent of the Antelope Valley School Transportation Agency "AVSTA".
3. All proposals must be signed with the firm name and by a responsible officer or employee. Obligations assumed by such signature must be fulfilled.
4. Bid must be on forms supplied by AVSTA. All prices or notations must be typed or written in ink. Bids written with pencil will not be accepted. Verify all bids before submission, as they cannot be corrected after the proposals are opened. Oral or faxed bids will not be accepted.
5. All equipment not mentioned in the attached Specifications but required by the rules and regulations of the California State Board of Education and the California Highway Patrol, shall be furnished.
6. All workmanship and materials shall be guaranteed against defects for a period of one year.

7. Any deviations from the attached specifications or substitution of units or materials shall be clearly indicated. Completed detailed specifications must accompany each Electric Van proposal. Electric Drive Train and entire Chassis shall be manufacturer by a single OEM.
8. Alternate materials may be considered. The board of Trustees reserves the right to be sole judge of the merit and suitability of such material.
9. The Board of Trustees reserves the right to reject any or all bids, to waive any informality in the bids or in the bidding.
10. **Non-Collusion Affidavit:** Each Vendor submitting an offer shall execute and submit a non-collusion affidavit as required by the Public Contract Code Section 7106, on the form attached hereto. Failure to submit such a non-collusion affidavit shall be grounds to reject an offer as non-responsive.
11. **Drug-Free Workplace:** Vendor warrants that Vendor is knowledgeable of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et seq.), regarding a drug free workplace and shall abide by and implement its statutory requirements.
12. **Anti-Discrimination:** AVSTA policy is that Vendor's conducting work under this contract will not discriminate against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, religious creed, sex, age, or marital status. The Vendor agrees to comply with applicable Federal and State laws, including but not limited to the California Fair Employment Practice Act, beginning with Labor Code Section 1410 and 1726.
13. **Indemnification and Hold Harmless:** Vendor shall indemnify and hold harmless the District, its Board of Education, officers, employees, agents, representatives and volunteers from all suits, actions, losses, damages, claims, or liability of any character, type or description, including by not limited to all expenses of litigation, court cost, penalties, and attorney's fees and other fees whatsoever of any kind or nature, arising directly or indirectly from the negligence of Vendor, its agents, servants, employees, representatives, persons or entities engaged as independent Vendors by Vendor and suppliers, provided, however, that Vendor shall not be required to indemnify for the acts of intentional misconduct or negligence by the party to be indemnified.
14. **Factory Dealer Authorization:** The bidder must provide proof of being an authorized factory dealer representative for the specified products/services.
15. **Qualified Technicians:** The bidder must have a team of qualified technicians capable of handling warranty claims.

16. **Work History:** Dealer Must have a history working with School Districts, State, local and City Transportation agencies for a duration of 20 years or more of serving agencies.
17. **Communication of Non-Responsiveness**  
In the event that a response is deemed incomplete or non-responsive due to the absence of information for any requested item or option, the awarding agency may at its discretion communicate this determination to the responder. Depending on the circumstances, the awarding agency reserves the right to provide an opportunity for the responder to remedy the deficiency within a specified timeframe. However, failure to rectify the non-responsive aspect of the response may result in disqualification from consideration for the project
18. **Comprehensive Response Obligation:**  
By submitting a response to this Request for Proposal (RFP), all prospective responders explicitly agree to provide complete and comprehensive answers, along with detailed pricing information, for each requested item and option outlined within the bid document. Failure to provide complete information for any requested item or option may result in the response being considered incomplete and non-responsive.
19. **Evaluation Criteria:**  
It is imperative that all submitted responses adhere to the provided format and guidelines. The awarding agency reserves the right to assess the completeness and responsiveness of each response. Responses that do not meet the requirements set forth in this RFP, including those lacking complete information or pricing details for any requested item or option, shall be subject to evaluation at the sole discretion of the awarding agency. Incomplete or non-responsive responses may lead to disqualification from consideration.
20. **California Piggyback/Cooperative Purchase Clause:**  
Pursuant to Public Contract Code sections 20652 and 20118, the Antelope Valley School Transportation Agency "AVSTA" may allow other public agencies in the State of California (Including, but not limited to Kern, San Bernardino, Orange, San Diego, Riverside, Los Angeles, Monterey, Fresno, and Santa Barbara counties) to purchase equipment and supplies under the same terms and conditions. AVSTA waives its rights to require other Districts or agencies to draw their warrants in favor to this District and authorizes each District or Agencies to make payment directly to the successful Bidder. AVSTA waives any right to payment of reasonable fee as provided in Public Contract Code 20118.

**Additional Piggyback Clause:**

For the term of the contract, and any mutually agreed extensions pursuant to this request for bids, at the vendor’s option, other School Districts, Community College Districts, any Public Agency or Corporation, including any Town, City, County, or Public Corporation, or Agency within the State of California, Texas, Hawaii, or other Government Agency in the United States of America may purchase, lease to purchase, or rent the identical items at the same price, and upon the same terms and conditions pursuant to sections 20118 and 20652 of the California Public Contract Code. The responsibility to ensure that California Public Contract Code meets their local and state procurement codes rests on the Public Agencies desiring to utilize this cooperative bid for purchasing the products therein.

**State Service Designation**

As set forth in the Proposal Invitation, it is the Cooperative’s intent that other governmental entities in the United States have the opportunity to purchase goods or services awarded under the Contract, subject to applicable state law, through a piggy-back award or similar agreement through the National Purchasing Cooperative. If you plan to service the entire United States or only specific states, you must complete this form accordingly.

**If you serve different states for different products or services included in your Proposal, you must clearly indicate the products or services to which the designation applies. *By designating a state or states, you are certifying that you are authorized and willing to provide the proposed products and services in those states.***

**Company Name:** \_\_\_\_\_

**State Service Designation:**

**Select only one of the following options. If you select “I will NOT service all States”, you must list the individual States you wish to serve.**

- **I will service all states in the United States: \_\_\_\_\_ (Yes or No).**
- **I will NOT service all states. (please state which states you will NOT Service.**

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21. **Delivery:** Shall be F.O.B. Purchaser's Transportation Department. Please specify estimated delivery date on the bid form.
22. **Bid Opening:** Sealed bids will be opened **Feb XX, 2025 at 2:00 p.m.** at the Antelope Valley School Transportation Agency Transportation Yard, 670 West Avenue L-8, Lancaster, CA 93534
23. **A Fixed-price Contract is required holding firm all pricing from the award of the contract until Feb XX, 2026.** If mutually agreeable, AVSTA reserves the right to consider the extension of this contract for up to four additional, one-year periods. Time of such extension is to begin the day after the end of the initial term of this contract and will end a full one calendar year thereafter. In addition, the District reserves the right to further extend this contract to the full extent allowed by law. Factors that would influence the District in exercising this option would be satisfactory service being rendered by the holder of the contract and any increase in price caused by such extension to be a nominal amount and not excessive as measured by local market conditions. In the award of this bid renewal, the District will consider the amount of the price increase stated by the bidder as a factor and will compute accordingly. A price increase, if exercised, shall be fully justified by Bidder and provided by a test of the market and/or submission of documents.
24. **PIGGYBACK CLAUSE, ADMINISTRATIVE FEE** An administrative fee of one percent (1%) of any contract amount will be paid to Antelope Valley School Transportation Agency by winning Vendor. Contracts for Van sales shall be subject to the administrative fee. Vendor shall send quarterly statement detailing contracts received from its customers, the total amount of the contract, and the fee owed to AVSTA based on the contract amount less taxes. These statements shall be emailed to **XXXX.org**. AVSTA shall be paid after Vendor receives payment from their customer.

**25. Contract Agreement between AVSTA & Bidder - Bid #01/25:**

This agreement is effective \_\_\_\_\_, 2024, by and between Antelope Valley School Transportation Agency, 670 West Avenue L-8 Lancaster, CA 93534, hereinafter called the "District" and

\_\_\_\_\_, California, \_\_\_\_\_, hereinafter called the "Bidder".

AVSTA and Bidder agree that the following documents constitute the Bid Contract: Notice to Bidders, General Instructions & Contract, Bid bond, Non-Collusion, Specifications & Drawings, Addenda issued prior to bid, Signed Bid tab, Signed approved Board minutes, and other documents as referred to in this bid. The contract documents are complementary and each obligation of the Bidder in anyone shall be binding as if specified in all.

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

Name & Title: \_\_\_\_\_

"District": Antelope Valley School Transportation Agency

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

Name & Title: \_\_\_\_\_

"Bidder": \_\_\_\_\_

**NONCOLLUSION DECLARATION**  
to Be Executed by Bidder and Submitted with Bid

**Bid #XXX "PASSENGER  
ELECTRIC VAN(S)"**

(Public Contract Code Section 7106)

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party

making the foregoing bid. The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at \_\_\_\_\_ [city], \_\_\_\_\_ [state].

\_\_\_\_\_  
Signature of Officer

\_\_\_\_\_  
Typed Name of Officer

\_\_\_\_\_  
Office

# Antelope Valley School Transportation Agency

670 West Avenue L-8

Lancaster, CA 93534

(559) 952-3115

**Bid #XXX**

## **Electric Passenger Van(s)**

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

**The undersigned fully understands that the District forms a contract upon acceptance of this bid.**

The undersigned, having carefully read the Notice to Bidders as published on Feb XX, 2025, and Feb XX, 2025, and the Specifications, hereby proposes to furnish in strict conformity with said documents the following, which is understood to be considered a Fixed-price Contract:

### **PRICING**

One or more – Battery Electric Vans \$ \_\_\_\_\_

Sales Tax \$ \_\_\_\_\_

Total each with Sales Tax \$ \_\_\_\_\_

Estimated days for delivery from receipt of order \_\_\_\_\_

**Note: Bidders must submit total package pricing and available options.**

Name of Bidder: \_\_\_\_\_

Signed by: \_\_\_\_\_

Name & Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_



**Name of School District**

**VEHICLE SPECIFICATIONS**

**7 PASSENGER BATTERY ELECTRIC VAN**

**August 2024**

## **SPECIFICATIONS FOR MODIFIED SHUTTLE VAN**

### **1.0 SCOPE**

The intent of this specification is to describe an OEM electrified complete van with an interior provided by an upfitter that is licensed to be a final stage manufacturer.

The base bid vehicle shall include the OEM EV Drivetrain & Batteries, and an Auxiliary Battery that provides power to the Passenger area A/C and Heat. Vehicles must have this feature to be considered. The van shall come from the OEM manufacturer with a medium roof height, upfitter provided passenger interior, and OEM electric powertrain. Minimum GVWR is to be 9500 lbs.

### **2.0 APPLICABLE STANDARDS, LAW AND REGULATIONS**

The following standards, law and regulations of the issue in effect on the date of the Invitation for Bid form a part of this specification to the extent specified herein. The van is required to meet all regulations, standards and laws including revisions, at time of van acceptance and through the term of the contract.

- Federal Motor Vehicle Safety Standards (FMVSS).
- California Vehicle Code and CCR Title 13 regulations as applicable to transit vehicles
- California Health and Safety Code
- California Air Resources Board and Environmental Protection Agency Standards and Guidelines

#### **OEM Body Builders Standards and Guidelines**

- The proposed vehicle must be altered by an OEM Modifier program, if such a program is applicable.



<b>General Specifications</b>	
Minimum Seat Positions	5 passenger plus Driver plus Co-pilot (Total of 6 plus driver)
DriveTrain	OEM Electric
Minimum OEM Gross Vehicle Weight rating in lbs.	9,500
Wheel Base (Inches)	148"
Interior Headroom Height	67" Minimum, "Mid Roof"
OEM Battery Capacity	89kWh Minimum
Auxiliary Battery Capacity	15kWh Minimum

### 3.0 DIMENSIONS

Bidder shall provide a floor plan drawing of the proposed vehicle. Driver and Passenger seats are to be shown in the drawing.

### 4.0 Additional Equipment

The following shall be furnished and installed in each unit. The mounting of any of the following items shall not interfere with passenger entry or exit:

- a) A fire extinguisher appropriately sourced for EV application shall be conveniently mounted. The fire extinguisher is to be tagged as inspected and certified by a California inspector authorized to do so by the State Fire Marshall at time of delivery.
- b) A minimum 10-unit First Aid Kit meeting the requirements of Title 13, California Code of Regulations (13 CCR) mounted per buyer's instructions.
- c) Three bi-directional emergency reflective triangles that conform to the requirements of FMVSS No. 125.

### 5.0 Floor

Van upfitter will install a modular aluminum flooring system above the OEM subfloor that will accommodate required seating and reinforcement as necessary and shall be accomplished in compliance with the Ford and modular aluminum flooring system guidelines per their body builder's layout book.

The modular aluminum flooring system floor surface shall be covered with wall-to wall, slip-resistant, minimum 2.2-millimeter Altro Transflor Meta color to be Storm Gray or Midnight

Black. The flooring shall be securely bonded to the sub-floor with an adhesive backed by a van manufacturer's warranty of no less than five years for installation and adhesion unless modular aluminum flooring system adhesive is used. All edges shall be sealed and all seams heat welded to prevent water penetration. The floor shall be installed according to manufacturer's directions, using proper tools, accessories, and adhesives.

## 6.0 **Mirrors**

Exterior mirrors shall be OEM remote, electrically adjustable both directions.

## 7.0 **Driver and Front Co-Pilot Passenger Seat**

Shall be OEM seats.

## 8.0 **Passenger Seats**

Vehicle shall have Freedman 3PT or GO-ES 3PT Mid Hi Back seats or approved equal. Seats to be equipped with longest available retractable belts. All forward facing seats to be installed with a minimum hip to knee dimension of 25". Minimum aisle width is 11" in the passenger area. All seats installed on modular aluminum flooring system shall comply with FMVSS 207 and 210.

## 9.0 **Brakes**

Brakes to be OEM front and rear disc type with ABS.

## 10.0 **Electric Powertrain**

An OEM supplied all-electric powertrain in lieu of an internal combustion engine will propel the vehicle.

1. The vehicle as proposed must have an OEM Drive Train with minimum 89 kWh battery capacity and aftermarket auxiliary minimum 15kWh battery that provides power to the passenger a/c and heat system.
2. The auxiliary battery (approximately 400 VDC) shall provide power to an auxiliary rear air conditioner / heater which shall be supplied as part of the base standard van. (Ref. unit Fenton SBSFT15.8 148/El. This feature will include a roof mounted secondary HVAC system. Failure to include this feature will result in a non-compliant bid.

### Secondary Battery shall include the following:

1. Secondary Vehicle Control Unit
2. On Board Charger to receive power from charging station)
3. High Voltage Battery (15.785 kw hours), optional second battery
4. DC/DC Converter – Converts 400vdc-12vdc (2 kw)
5. Operator/Machine Interface, touch screen control and data point
6. Power Distribution Box – High Voltage power distribution
7. High Voltage Interrupt Loop on all HV applications (safety)
8. LOI Protection- Loss of insulation monitoring on High Voltage harnesses

9. Low Voltage Power Distribution with load shedding
10. HV Harnesses, Can Bus harnesses, J1772 Grille connection  
Installation brackets and hardware
11. Onboard charging to include cables for all levels of charging supported by OEM configuration.
12. A secondary J1772 port shall be installed to charge the secondary battery system.
13. The BEV instrument cluster readout shall be designed to display BEV metrics such as state of charge and power usage with stock OEM cluster integration appearance. All other instruments (e.g., turn signals) must remain functional. A driver information screen will be included to supplement dashboard instrumentation.
14. A main controller on the BEV shall detect faults and malfunctions, and determines the appropriate response. Depending on the fault, the BEV vehicle may enter a state of reduced power and/or functionality, and in severe cases, may shut down completely.
15. Van conversion supplier shall be part of the manufacturer's qualified vehicle builder's program or equivalent.
16. Minimum OEM warranty is to be supplied.
17. BEV shall permit use of wheelchair equipment, if ordered. Some limitations may apply and/or customization required to accommodate at additional cost.
18. Vehicles equipped as BEV shall have a CARB Executive Order and meet HVIP requirements for voucher redemption if applicable.

#### 11.0 **Suspension and Steering**

Vehicle shall be equipped with the chassis manufacturer's maximum capacity heavy duty suspension. Steering shall be factory installed OEM, with tilt feature no less than 15" in diameter.

#### 12.0 **Tires/Wheels**

Each vehicle shall be supplied with a new spare tire, mounted on a rim of same size, brand and model mounted on vehicle/or shipped loose. OEM steel wheels shall be OEM standard including spare.

#### 13.0 **Interior**

All interior walls shall be paneled, including doors. All panels shall be the same color and coordinated with the interior colors of the vehicle. All interior panels may be made of scuff-resistant, vinyl-coated aluminum, textured paint on steel, ABS plastic or laminate/FRP finished material. Panels shall be securely installed to prevent noise/rattles.

Insulation material shall be applied behind the ceiling and wall panels and shall completely fill the space between cargo van body and the installed interior paneling.

Windows shall be FMVSS compliant. Proposer to describe and provide testing as to how FMVSS compliance is acquired if not using compliant OEM windows.

## 14.0 **Electrical**

Backup Alarms-a reverse alarm emitting minimum of 82 dba is to be supplied. Vehicle to be equipped with a sonic object detection system that activated automatically when the vehicle is placed in reverse.

Instrument Panel-To include speedometer, odometer, high voltage meter and state of charge display. All switches to be clearly labeled and within reach of seated Operator.

Lighting/Exterior-Complies with FMVSS.

Lighting/Interior- Van shall be provided with adequate lighting system with headliner installed.

Radio-Bidder to provide OEM AM/FM radio with 4 speakers as standard.

## 15.0 **Air Conditioning and Heating**

OEM front A/C/heater system to be provided as standard with a high-capacity rear A/C system powered by auxiliary battery installed independently of the OEM dash EV system. Rear a/c and heating need to be ducted and applied through directable venting.

## 16.0 **Additional Chassis Specifications:**

148" Wheelbase

235/65R16C Tires

OEM Mid-Roof design

Single Speed Electric Motor

Rear Axle to be Electric type

Solid White Exterior Paint

OEM Overhead Front shelf above windshield

Running Boards, LH and RH sides

Total of 4 Ignition Keys, OEM

AM/FM Radio. Screen to have built in back-up camera display

Laminated Glass, OEM Standard Tint (privacy tint will be optional for a cost)

Passenger Seat (in addition to this spec) shall be in Vinyl

Daytime Running Lights

Cruise Control

End of specifications

Any exceptions are to be noted on the next page, and may be grounds for bid disqualification.

**Name of Bidder:**

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**Exceptions are to be stated below:**

## Electric Passenger Van – OPTIONS

Item #	Option Description All below items are in addition to or a deletion from the base vehicle	Additional cost or credit amount
<b>EV Van Options</b>		
1.	9 Passenger Mid Roof 3.5L Gasoline Engine.	
2.	Braun Rear W/C Lift. (9/5 Pass + 1) 800 lb lift, Q-Straint 8100L tiedowns. Shall include Intermotive Interlock and comply with Title 13. EV Model	
2a.	Braun Rear W/C Lift. (9/5 Pass + 1) 800 lb lift, Q-Straint 8100L tiedowns. Shall include Intermotive Interlock and comply with Title 13. Gasoline Model	
3.	9 Passenger High Roof 3.5L Gasoline Engine	
4.	High Roof in lieu of Mid Roof. (77" interior height)	
5.	Low-Roof design in lieu of Mid-roof	
6.	Delete Fenton 15kWh battery (includes deleting Aux a/c and Heat) Substitutes a tie in a/c and heat.	
7.	Ranger Contractor Pkg model FTH-10 in lieu of Passenger configuration. High roof only	
8.	Ranger Contractor Pkg model FTM-10 in lieu of Passenger configuration. Mid roof only	
9.	Ranger Service & Plumbing Pkg model FTH-16 ILO Passenger configuration. High roof only	
10.	Ranger Service & Plumbing Pkg model FTM-16 ILO Passenger configuration. Mid roof only	
11.	Storage Console box in lieu of Co-Pilot seat.	
12.	Rear Partition wall. Located behind last row of passenger seats. (non wheelchair layout)	
13.	Side Mount Shift-N-Step wheelchair lift in lieu of Braun Rear lift. Affects seating layout. Include Braun Century 800lb. Electric Model	
13a.	Side Mount Shift-N-Step wheelchair lift in lieu of Braun Rear lift. Affects seating layout. Include Braun Century 800lb. Gasoline Model	
14.	Additional 2 passenger Freedman Seat that meets spec.	
15.	Seat Credit for deleting a single passenger seat	
16.	AWD Feature. (only available on gasoline model)	
17.	Eco Boost Engine in lieu of 3.5L (requires Gasoline option)	
18.	Extended Range Fuel Tank, 31 gallons in lieu of 25 gallons (gasoline model only)	
19.	Privacy Tint Glass on side and rear windows	
20.	OEM Heavy Duty Trailer Tow Package, (gasoline only)	
21.	Limited Slip rear axle (gasoline only) Std on AWD	
22.	Freedman TDSS on bottom of foldaway Seat (if so equipped)	
23.	Freedman 2 passenger foldaway seat compliant with seating spec.	
24.	Insulate Walls and Headliner (gasoline model)	
25.	Cargo Van interior with agency to complete racking. (no racking installed) EV model	
26.	Add a Single passenger seat compliant with seating spec.	
27.	Extended Length Body if available. (no change in wheelbase)	
28.	Cargo Van interior with agency to complete racking. (no racking installed) Gasoline model	
29.	Front Fog Lamps	
30.	Power Adjusting, Manual-Folding Heated Mirrors with Turn Signals, Short-Arm. Not available with BLIS with Cross-traffic Alert and Trailer Coverage (65A)	
31.	Heavy-Duty Trailer Tow Package. Frame-mounted Hitch Receiver; Tow/Haul Mode w/Trailer Wiring Provisions; 4/7 Pin Connector Assembly & Rear Jumper; Relay System for Backup/B+/Running Lights	



## Electric Passenger Van – OPTIONS

32.	SYNC 4 with SiriusXM® with 360L, HD Radio™ and 12” multi-function display, AM/FM stereo, Bluetooth, Dual USB ports, Embedded Voice Recognition and Connected Navigation. Includes Automatic Temperature Control.	
33.	Ford OEM Paint	
34.	Aftermarket Paint	
35.	Graphics/Wrap Package	
36.	Automatic Passenger Side Sliding Door	
37.	Automatic Rear Step	
38.	Reverse Sensing System	
39.	Front Overhead Shelf. Not available on Low Roof Transit Vans	
40.	Passenger Entry Door Upgrade to Electric “Bi-Fold Bus Door” (Gasoline High roof Only)	
41.	USB Power Dual Outlet	
42.	Level 4 Seat Covers Upgrade	
43.	Level 5 Seat Covers Upgrade	
44.	Removable Gurney Mount	
45.	Integrated Child Seat	
46.	2 Camera System (Forward Facing Drive Cam and Rear Facing Passenger Cam)	
47.	REI 4 Camera System with DVR	
48.	REI 6 Camera System with DVR	
49.	REI 8 Camera System with DVR	
50.	IDIS 4 Camera System with DVR	
51.	IDIS 6 Camera System with DVR	
52.	IDIS 8 Camera System with DVR	
53.	Safefleet 4 Camera System with DVR	
54.	Safefleet 6 Camera System with DVR	
55.	Safefleet 8 Camera System with DVR	
56.	GPS Antenna and Event Marker Button	
57.	2 TB Hard Drive, Spare	
58.	Upgrade Analog Camera to IP	
59.	Additional Wheelchair Tie-Down Set, 8100 Deluxe	
60.	Farebox, Diamond XV with 1 Vault	
61.	Braun 1,000# Lift	
62.	PA System	
	<b>Charging Equipment</b>	
63.	16.8kw charger – single port	
64.	19.2KW charger – single port	
65.	19.2kw – dual port	
66.	30kw – dual or single	
67.	40kw – dual or single	
68.	60kw dual or single	
69.	80kw dual or single	
70.	120kw dual or single	
71.	Software – per year	
72.	Extended Warranty Level 2 – per year	
73.	Extended Warranty Level 3 – per year	
74.	Maintenance plan – Level 2 – per year	

## Electric Passenger Van – OPTIONS

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75.	Maintenance plan – Level 3 – per year	
76.	Commissioning chargers – Level 2	
77.	Commissioning chargers – Level 3	
78.	Portable chargers – 32amp 7.2kw – 14-50plug	
79.	Portable chargers – 40amp 9.2kw – 14-50plug	
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