

INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING AGENDA

WEDNESDAY, DECEMBER 11, 2024

5:00 PM

MAIN AUDITORIUM – Norton Regional Event Center, 1601 East Third Street, San Bernardino, CA



A regional joint powers authority dedicated to the reuse of Norton Air Force Base for the economic benefit of the East Valley

Phillip Dupper, Chairperson

Mayor, City of Loma Linda

Frank J. Navarro, Vice-Chairperson

Mayor, City of Colton

Joe Baca, Jr., Secretary

Supervisor, County of San Bernardino

BOARD MEMBERS:

John Echevarria

Mayor Pro Tem, City of Colton

Rhodes Rigsby

Councilmember, City of Loma Linda

Helen Tran

Mayor, City of San Bernardino

Jesse Armendarez

Supervisor, County of San Bernardino

Juan Figueroa

Councilmember, City of San Bernardino

Sandra Ibarra

Councilmember, City of San Bernardino

ALTERNATE BOARD MEMBERS:

Vacant

City of Colton

Rhonda K. Spencer-Hwang

Councilmember, City of Loma Linda

Fred Shorett

Mayor Pro Tem, City of San Bernardino

Dawn Rowe

Supervisor, County of San Bernardino

- Full agenda packets are available at the IVDA office, 1601 East Third Street, San Bernardino, California, will be provided at the meeting, and are posted in the Agenda section of our website at www.ivdajpa.org. Office hours are Monday through Friday 8:00 a.m. to 5:00 p.m.
- Recordings of the IVDA Board meetings are available in the Agenda section of our website at www.ivdajpa.org.
- In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the IVDA office at (909) 382-4100. Notification 48 hours prior to the meeting will enable IVDA staff to make reasonable arrangements to ensure accessibility to this meeting.
- Anyone who wishes to speak during public comment or on a particular item will be requested to fill out a speaker slip, which must be turned in to the Clerk of the Board prior to speaking.
- Public comments for agenda items that are not public hearings will be limited to three minutes.
- Public comments for items that are not on the agenda will be limited to three minutes.
- The three-minute limitation shall apply to each member of the public and cannot be shared.
- An additional three minutes will be allotted to those who require translation services.
- Live Spanish interpretation is available on a by-request basis. If you require Spanish interpretation, please submit a request to the Clerk of the Board's Office by 12:00 p.m. on the Friday before the meeting to allow IVDA staff to coordinate and arrange for certified interpreters to attend the meeting.

ORDER OF BUSINESS - CLOSED SESSION

This meeting of the governing Board of the Inland Valley Development Agency will begin with Closed Session Public Comment and Closed Session, immediately followed by the Open Session portion of the meeting.

A. CALL TO ORDER / ROLL CALL

B. CLOSED SESSION PUBLIC COMMENT

The Closed Session Public Comment portion of the Inland Valley Development Agency Board meeting is limited to a maximum of three minutes for each speaker and comments will be limited to matters appearing on the Closed Session portion of the agenda. Additional opportunities for further Public Comment will be given during and at the end of the meeting. An additional three minutes will be allotted to those who require translation services.

C. CLOSED SESSION

An announcement is typically made prior to closed session discussions as to the potential for a reportable action at the conclusion of closed session.

a. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8

Property: 105 North Leland Norton Way, San Bernardino CA 92408

Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Eric Fletcher, Director, Legal and Corporate Affairs, Breeze Airways

Under Negotiations: Instructions will be given to the IVDA negotiator concerning availability of property, terms and price

D. REPORT ON CLOSED SESSION

Public announcement(s) will be made following closed session if there are any reportable actions taken during closed session.

ORDER OF BUSINESS - OPEN SESSION

- **CALL TO ORDER OPEN SESSION**
- **PLEDGE OF ALLEGIANCE**

E. ITEMS TO BE ADDED OR DELETED

Pursuant to Government Code Section 54954.2, items may be added on which there is a need to take immediate action, and the need for action came to the attention of the Inland Valley Development Agency subsequent to the posting of the agenda.

F. CONFLICT OF INTEREST DISCLOSURE

1. POSSIBLE CONFLICT OF INTEREST ISSUES FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) BOARD MEETING OF DECEMBER 11, 2024
[PRESENTER: Jillian Ubaldo, Clerk of the Board **PAGE#: 006**]

G. INFORMATIONAL ITEMS

It is intended that the following subject matters and their attachments are submitted to the Board members for informational purposes only. No action is required with regard to these items in the form of a receive-and-file motion or otherwise. Members may inquire of staff as to any questions or seek clarifications, but no discussion may ensue other than to place an item on a subsequent agenda for further consideration. In such situations where permissible levels of discussion are conducted, members are reminded that staff has not presented the related contractor and interested parties conflicts of interest disclosures that are typically provided for agenda items for which action is intended to occur. Additionally, questions may arise as to negotiation strategies or other legal issues which are more appropriately addressed in a closed session discussion.

2. Informational Items

- 2a. CHIEF EXECUTIVE OFFICER REPORT
[PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 013**]
- 2b. REPORT ON STATUS OF ANNUAL AUDIT
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 014**]

H. BOARD CONSENT ITEMS

The following consent items are expected to be routine and non-controversial and will be acted upon by the Board at one time unless the Board directs that an item be held for further discussion.

3. RECEIVE REGISTER OF DEMANDS – NOVEMBER 13, 2024
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 015**]
4. RECEIVE REGISTER OF DEMANDS – DECEMBER 11, 2024
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 021**]

5. RECEIVE AND FILE CASH REPORT FOR THE SEPTEMBER 30, 2024 INLAND VALLEY DEVELOPMENT AGENCY (IVDA)
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 027**]
6. RECEIVE AND FILE CASH REPORT FOR THE OCTOBER 31, 2024 INLAND VALLEY DEVELOPMENT AGENCY (IVDA)
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 030**]
7. APPROVE CHANGE ORDER NO. 1 WITH LEONIDA BUILDERS, INC. FOR \$1,180 FOR ADDITIONAL WORK RELATED TO THE BUILDING 48: TENANT IMPROVEMENTS PROJECT; APPROVE THE FILING OF A NOTICE OF COMPLETION FOR THIS CONTRACT AND AUTHORIZE THE RELEASE OF RETAINED FUNDS
[PRESENTER: Jeff Barrow, Director of Development **PAGE#: 033**]
8. APPROVE MEETING MINUTES: OCTOBER 9, 2024
[PRESENTER: Jillian Ubaldo, Clerk of the Board **PAGE#: 037**]

I. BOARD ACTION ITEMS

9. CONSIDER AND ADOPT PROPOSED BUDGET ADJUSTMENTS FOR FISCAL YEAR 2024-2025
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 044**]
10. RATIFY A CONSTRUCTION CONTRACT WITH PERFORMANCE ELECTRIC IN AN AMOUNT NOT TO EXCEED \$39,433.00 FOR THE DFAS 1: EMERGENCY LIGHTING PROJECT
[PRESENTER: Jeff Barrow, Director of Development **PAGE#: 047**]
11. APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH CORDOBA CORPORATION IN AN AMOUNT NOT TO EXCEED \$361,834.00 FOR THE 3RD STREET CORRIDOR ROADWAY REHABILITATION PROJECT
[PRESENTER: Jeff Barrow, Director of Development **PAGE#: 073**]
12. CONSIDER AND DISCUSS A REPORT ON GRANT INITIATIVES
[PRESENTER: Myriam Beltran, Manager of Planning and Programs **PAGE#: 087**]
13. REVIEW STATUS OF THE ACTION PLAN FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) THROUGH DECEMBER 31, 2024
[PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 095**]

J. ADDED AND DEFERRED ITEMS

Deferred Items and Items which have been added pursuant to Government Code Section 54954.2 as noted above in Section E.

K. **OPEN SESSION PUBLIC COMMENT**


Anyone who wishes to speak during Open Session Public Comment will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be given to the Clerk of the Board. Public comments for items that are not on the agenda will be limited to three minutes. The three-minute limitation shall apply to each member of the public and cannot be shared with other members of the public. An additional three minutes will be allotted to those who require translation services.

L. **BOARD MEMBER COMMENT**

Board members may make announcements or give brief reports on activities or matters not appearing on the agenda, as well as provide direction to staff relating to matters which may be addressed at this time.

M. **ADJOURNMENT**

Unless otherwise noted, this meeting will be adjourned to the next regularly scheduled meeting of the Inland Valley Development Agency Board, Wednesday, January 8, 2025.

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: December 11, 2024</p> <p>ITEM NO: 1</p> <p>PRESENTER: Jillian Ubaldo, Clerk of the Board</p>
---	---

SUBJECT: POSSIBLE CONFLICT OF INTEREST ISSUES FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) BOARD MEETING OF DECEMBER 11, 2024

SUMMARY

This agenda contains recommendations for action relative to certain contractors/principals and their respective subcontractors. Care should be taken by each Board member to review and consider the information provided herein to ensure they are in compliance with applicable conflict of interest laws.

RECOMMENDED ACTION(S)

Receive for information and consideration in accordance with applicable conflict of interest laws.

FISCAL IMPACT

None.

PREPARED BY:	Yajaira Maldonado
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
APPROVED BY:	Michael Burrows

BACKGROUND INFORMATION

The potential conflicts information provided in this report is intended to be used as a means for each voting member to verify campaign contributions from their individual campaign records. The following information is considered to be complete only to the best knowledge that has been disclosed to staff by the following listed contractors and in many instances may not be complete as of the date of publication of the agenda. Staff will endeavor to provide updates and supplements to the disclosure information to the extent additional contractor disclosure information becomes known to staff at or prior to each particular meeting time.

In addition to other provisions of law which prohibit Inland Valley Development Agency (IVDA) Board members from having financial interests in the contracts of public agencies, the provisions of California Government Code Section 84308 prohibit individual IVDA Board members from participating in any Board proceeding involving a license, permit, or other entitlement for use pending before the Board, if the individual member has received a contribution of more than two hundred fifty dollars (\$250.00) within the preceding twelve (12) months or for three (3) months following any such Board proceeding, from any person, company or entity who is the subject of the proceeding, including parent-subsidary and certain otherwise related business entities as defined in the California Code of Regulations, Title 2, Division 6, Section 18438.5, or from any person who actively supports or opposes a particular decision in the proceeding and who has a financial interest in such decision, as defined in California Government Code Section 87103.

The restrictions of Government Code Section 84308 do not apply if the individual member returns the contribution within thirty (30) days from the time he or she knows, or should have known, about the contribution and the proceeding.

This agenda contains recommendations for action relative to the following contractors/principals and their respective subcontractors (as informed to IVDA staff by the Principals):

<u>Agenda Item No.</u>	<u>Contractors/Tenants</u>	<u>Subcontractors/Subtenants</u>
7.	<u>Leonida Builders, Inc.</u> Panagiotis Leonida, CEO/CFO	None.
10.	<u>T. Lindsay, Inc. DBA Performance Electric</u> Diana Yvonne Lindsay, CEO Timothy Scott Lindsay, CFO	None.
11.	<u>Cordoba Construction Corp.</u> David Pla, CEO/CFO Linda Pla, Secretary	None.

Attachments:

1. California Government Code §§ 84308 and 87103
2. California Code of Regulations, Title 2, Division 6, §18438.5

CALIFORNIA CODES
GOVERNMENT CODE
SECTION 84308

84308. (a) The definitions set forth in this subdivision shall govern the interpretation of this section.

(1) "Party" means any person who files an application for, or is the subject of, a proceeding involving a license, permit, or other entitlement for use.

(2) "Participant" means any person who is not a party but who actively supports or opposes a particular decision in a proceeding involving a license, permit, or other entitlement for use and who has a financial interest in the decision, as described in Article 1 (commencing with Section 87100) of Chapter 7. A person actively supports or opposes a particular decision in a proceeding if he or she lobbies in person the officers or employees of the agency, testifies in person before the agency, or otherwise acts to influence officers of the agency.

(3) "Agency" means an agency as defined in Section 82003 except that it does not include the courts or any agency in the judicial branch of **government**, local governmental agencies whose members are directly elected by the voters, the Legislature, the Board of Equalization, or constitutional officers. However, this section applies to any person who is a member of an exempted agency but is acting as a voting member of another agency.

(4) "Officer" means any elected or appointed officer of an agency, any alternate to an elected or appointed officer of an agency, and any candidate for elective office in an agency.

(5) "License, permit, or other entitlement for use" means all business, professional, trade and land use licenses and permits and all other entitlements for use, including all entitlements for land use, all contracts (other than competitively bid, labor, or personal employment contracts), and all franchises.

(6) "Contribution" includes contributions to candidates and committees in federal, state, or local elections.

(b) No officer of an agency shall accept, solicit, or direct a contribution of more than two hundred fifty dollars (\$250) from any party, or his or her agent, or from any participant, or his or her agent, while a proceeding involving a license, permit, or other entitlement for use is pending before the agency and for three months following the date a final decision is rendered in the proceeding if the officer knows or has reason to know that the participant has a financial interest, as that term is used in Article 1 (commencing with Section 87100) of Chapter 7. This prohibition shall apply regardless of whether the officer accepts, solicits, or directs the contribution for himself or herself, or on behalf of any other officer, or on behalf of any candidate for office or on behalf of any committee.

(c) Prior to rendering any decision in a proceeding involving a license, permit or other entitlement for use pending before an agency, each officer of the agency who received a contribution within the preceding 12 months in an amount of more than two hundred fifty dollars (\$250) from a party or from any participant shall disclose that fact on the record of the proceeding. No officer of an agency shall make, participate in making, or in any way attempt to use his

or her official position to influence the decision in a proceeding involving a license, permit, or other entitlement for use pending before the agency if the officer has willfully or knowingly received a contribution in an amount of more than two hundred fifty dollars (\$250) within the preceding 12 months from a party or his or her agent, or from any participant, or his or her agent if the officer knows or has reason to know that the participant has a financial interest in the decision, as that term is described with respect to public officials in Article 1 (commencing with Section 87100) of Chapter 7.

If an officer receives a contribution which would otherwise require disqualification under this section, returns the contribution within 30 days from the time he or she knows, or should have known, about the contribution and the proceeding involving a license, permit, or other entitlement for use, he or she shall be permitted to participate in the proceeding.

(d) A party to a proceeding before an agency involving a license, permit, or other entitlement for use shall disclose on the record of the proceeding any contribution in an amount of more than two hundred fifty dollars (\$250) made within the preceding 12 months by the party, or his or her agent, to any officer of the agency. No party, or his or her agent, to a proceeding involving a license, permit, or other entitlement for use pending before any agency and no participant, or his or her agent, in the proceeding shall make a contribution of more than two hundred fifty dollars (\$250) to any officer of that agency during the proceeding and for three months following the date a final decision is rendered by the agency in the proceeding. When a closed corporation is a party to, or a participant in, a proceeding involving a license, permit, or other entitlement for use pending before an agency, the majority shareholder is subject to the disclosure and prohibition requirements specified in subdivisions (b), (c), and this subdivision.

(e) Nothing in this section shall be construed to imply that any contribution subject to being reported under this title shall not be so reported.

CALIFORNIA CODES
GOVERNMENT CODE
SECTION 87103

87103. A public official has a financial interest in a decision within the meaning of Section 87100 if it is reasonably foreseeable that the decision will have a material financial effect, distinguishable from its effect on the public generally, on the official, a member of his or her immediate family, or on any of the following:

(a) Any business entity in which the public official has a direct or indirect investment worth two thousand dollars (\$2,000) or more.

(b) Any real property in which the public official has a direct or indirect interest worth two thousand dollars (\$2,000) or more.

(c) Any source of income, except gifts or loans by a commercial lending institution made in the regular course of business on terms available to the public without regard to official status, aggregating five hundred dollars (\$500) or more in value provided or promised to, received by, the public official within 12 months prior to the time when the decision is made.

(d) Any business entity in which the public official is a director, officer, partner, trustee, employee, or holds any position of management.

(e) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating two hundred fifty dollars (\$250) or more in value provided to, received by, or promised to the public official within 12 months prior to the time when the decision is made. The amount of the value of gifts specified by this subdivision shall be adjusted biennially by the commission to equal the same amount determined by the commission pursuant to subdivision (f) of Section 89503.

For purposes of this section, indirect investment or interest means any investment or interest owned by the spouse or dependent child of a public official, by an agent on behalf of a public official, or by a business entity or trust in which the official, the official's agents, spouse, and dependent children own directly, indirectly, or beneficially a 10-percent interest or greater.

(Regulations of the Fair Political Practices Commission, Title 2, Division 6, California Code of Regulations.)

§ 18438.5. Aggregated Contributions Under Section 84308.

For purposes of Section 84308:

(a) Notwithstanding the provisions of Regulation 18215.1, to determine whether a contribution of more than \$250 has been made by any party to a proceeding, contributions made by a party's parent, subsidiary, or otherwise related business entity, (as those relationships are defined in subdivision (b) below), shall be aggregated and treated as if received from the party for purposes of the limitations and disclosure provisions of Section 84308.

(b) Parent, Subsidiary, Otherwise Related Business entity, defined.

(1) Parent-subsidiary. A parent-subsidiary relationship exists when one corporation has more than 50 percent of the voting power of another corporation.

(2) Otherwise related business entity. Business entities, including corporations, partnerships, joint ventures and any other organizations and enterprises operated for profit, which do not have a parent-subsidiary relationship are otherwise related if any one of the following three tests is met:

(A) One business entity has a controlling ownership interest in the other business entity.

(B) There is shared management and control between the entities. In determining whether there is shared management and control, consideration should be given to the following factors:

(i) The same person or substantially the same person owns and manages the two entities;

(ii) There are common or commingled funds or assets;

(iii) The business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis;

1 (iv) There is otherwise a regular and close working relationship between the entities; or

2 (C) A controlling owner (50% or greater interest as a shareholder or as a general partner)

3 in one entity also is a controlling owner in the other entity.

4 Note: Authority cited: Section 83112, Government Code. Reference: Section 84308,

5 Government Code.

6 HISTORY

7 1. New section filed 5-26-2006; operative 6-25-2006. Submitted to OAL for filing pursuant to

8 *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924,

9 California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992

10 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements

11 and not subject to procedural or substantive review by OAL) (Register 2006, No. 21). For prior

12 history of section 18438.5, see Register 85, No. 8.

13 2. Amendment filed 8-12-2014; operative 9-11-2014 pursuant to title 2, section 18312(e)(1) of


14 the California Code of Regulations. Submitted to OAL for filing and printing pursuant to *Fair*

15 *Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California

16 Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC

17 regulations only subject to 1974 Administrative Procedure Act rulemaking requirements and not

18 subject to procedural or substantive review by OAL) (Register 2014, No. 33).

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: December 11, 2024</p> <p>ITEM NO: 2a</p> <p>PRESENTER: Michael Burrows, Chief Executive Officer</p>
---	--

SUBJECT: INFORMATIONAL ITEMS – CHIEF EXECUTIVE OFFICER REPORT

SUMMARY

An oral report will be provided at the time of the meeting.


PREPARED BY:	Michelle Casey
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

None.

Attachments:

1. None.

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: December 11, 2024</p> <p>ITEM NO: 2b</p> <p>PRESENTER: Mark Cousineau, Director of Finance</p>
---	---

SUBJECT: INFORMATIONAL ITEMS – REPORT ON STATUS OF ANNUAL AUDIT

SUMMARY

An oral report will be provided at the time of the meeting.


PREPARED BY:	Michelle Casey
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

None.

Attachments:

None.

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: December 11, 2024</p> <p>ITEM NO: 3</p> <p>PRESENTER: Mark Cousineau, Director of Finance</p>
---	--

SUBJECT: RECEIVE REGISTER OF DEMANDS - NOVEMBER 13, 2024

SUMMARY

Inland Valley Development Agency's (IVDA) Register of Demands.

RECOMMENDED ACTION(S)

Receive for information.

FISCAL IMPACT

Disbursements for amounts due in October 2024.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

Total disbursement activities for October 2024 amount to \$239,818.59 that include the following.

- **Professional Services:** D&A Consulting; Desmond & Louis Inc.; Elizabeth L. Martyn APC; Hernandez, Kroone, & Associates Inc.; Innovative Federal Strategies LLC; Mirau Edwards Cannon Lewin & Tooke LLP; Product Research Gear LLC; Terry Parish; and Tom Dodson & Associates were paid \$45,050.80.
- **Capital Projects Cost:** AEC Moreno Corporation and T&G Construction Services were paid \$37,046.21
- **Utilities:** Burrtec Waste Industries Inc.; City of SB Water Department; Southern California Edison; The Gas Company; Utility Telecom Group LLC, and Verizon Wireless were paid \$70,514.12
- **Employees Benefits:** American Fidelity Assurance Company, Fidelity Security Life Insurance, Texas Life Insurance Company, and United World Life Insurance Co. were paid \$14,723.07

Attachments:

1. Register of Demands for the November 13, 2024 Board Meeting
2. Visa Breakdown - September 2024

**Inland Valley Development Agency
Register of Demands for Board Meeting
November 13, 2024**

Line	Vendor name	Description	Payment amount
1	A.O. Reed & Co., LLC	Repairs and maintenance for HVAC system	9,967.31
2	AEC Moreno Corp	Building 58 demolition and constriction of new office space	34,538.50
3	Alsco, Inc.	Mat maintenance	704.29
4	Am-Tec Total Security Inc.	Monthly fire and burglar alarm monitoring and inspection	351.95
5	Amazon Capital Services Inc.	Office supplies and equipment	660.04
6	American Fidelity Assurance Company	Employee supplemental benefits	3,670.64
7	Belico Details LLC	Agency and security vehicle wash and detailing	315.00
8	Board Members	Directors fees	1,750.00
9	Boston Fox Tigue International LLC	Creation and digital production of IVDA website	6,000.00
10	Burrtec Waste Industries Inc.	Water and sewer services	1,120.82
11	C & A Janitorial Services	Janitorial services	9,091.00
12	CDW Government LLC	IT Equipment	944.84
13	City of SB Water Department	Water and sewer services	20,468.26
14	D&A Consulting	Professional services - UAS Center drone standards development	2,100.00
15	Department of Motor Vehicles	IVDA DMV EPN Program	12.00
16	Desmond & Louis Inc.	Professional event services agreement for marketing and media	4,000.00
17	Elizabeth L. Martyn APC	Audit letter preparation	210.00
18	Encore Lighting Inc.	Lighting supplies	160.01
19	Environmental Remedies, Inc.	Hazardous waste disposal	11,000.00
20	ESRI	ArcGIS annual maintenance subscription	4,500.00
21	Event Design Lab	Video recording services for IVDA board meetings	1,200.00
22	Fidelity Security Life Insurance Co FSA	Employee group benefits-flexible spending accounts	3,115.37
23	Fifth Asset, Inc. DBA Debt Book	Financial accounting and reporting software leases/licenses	1,974.82
24	Hernandez, Kroone & Associates Inc.	Professional services to provide civil engineering and survey services	14,796.80
25	Innovative Federal Strategies LLC	Federal legislative advocacy services	5,000.00
26	K&L Hardware and Plumbing Supply Inc	Maintenance, tools, and supplies	130.40
27	Mirau Edwards Cannon Lewin & Tooke LLP	Professional services - legal	5,344.00
28	Mobile Modular Management Corp	Mobile office trailer rental at UAS Center	6,907.08
29	Printing Connection, Inc. DBA Perfect Form	Parking citation booklets for Security	1,394.19
30	Product Research Gear LLC	Professional services to provide consulting for UAS Center on drone emergency response	2,700.00

**Inland Valley Development Agency
Register of Demands for Board Meeting
November 13, 2024**

31	Southern California Edison	Electricity	43,998.10
32	Staples Contract & Commercial LLC	Office supplies	2,882.14
33	Sunwest Printing Inc.	Business cards for UAS Center, J.Ramos	71.78
34	T&G Construction Services Inc.	Building 48 Security Office Expansion Project	2,507.71
35	Terry Parisher	Professional services to provide consulting to UAS Center on drone policy creation for public and private entities	2,250.00
36	Texas Life Insurance Company	Group benefits - additional life insurance	1,463.15
37	The Gas Company	Gas	133.88
38	Tom Dodson & Associates	Professional services for environmental services	8,650.00
39	Toshiba Business Solutions	Maintenance for office equipment for Building 48	437.85
40	Uline Inc.	Filing cabinets for Clerk of the Board Office	5,273.20
41	United World Life Insurance Co	Employee group benefits - life insurance	6,473.91
42	University of Alaska	Consulting services	147.93
43	Utility Telecom Group LLC	Ethernet and phone services for Building 48	3,830.58
44	Verizon Wireless	Wireless monthly service and equipment purchases	962.48
45	Visa	Office supplies and other miscellaneous charges	6,327.17
46	Western Exterminator Company	Pest Control	281.39
	Total		239,818.59

Inland Valley Development Agency

Visa Breakdown

September 2024

Line	Description	Payee	Department	Transaction amount
1	Airport parking at Ontario Airport	ONT Airport Parking	Administration	24.00
2	Buidling 48 first aid cabinet restock	Accurate First Aid	Administration	134.21
3	Coffee	Grace Coffee	Administration	19.00
4	Congratulation flowers for employee baby	1-800 Flowers	Administration	81.54
5	Service call for Building 48	EMCOR	Maintenance	478.95
6	Flat fee for last fiscal year's emissions	South Coast AQMD	Airport Operations	707.00
7	Service fee for credit card payment	South Coast AQMD	Airport Operations	15.70
8	Annual membership for Y. Maldonado	City Clerks Association of California	Clerk of the Board	200.00
9	Records retention training for Y.Maldonado	International Institute of Municipal Clerks	Clerk of the Board	60.00
10	Annual membership for J.Ubaldo	City Clerks Association of California	Clerk of the Board	250.00
11	Annual memership for Y.Maldonado	International Institute of Municipal Clerks	Clerk of the Board	125.00
12	Annual memership to IIMC for J.Ubaldo	International Institute of Municipal Clerks	Clerk of the Board	285.00
13	Office supplies and furnishings	Target	Clerk of the Board	28.13
14	Office supplies and furnishings	HomeGoods	Clerk of the Board	53.79
15	Records retention training for M.Sutton	International Institute of Municipal Clerks	Clerk of the Board	60.00
16	Annual subscription for Board Meetings	Zoom	Clerk of the Board	10.86
17	Building 48 water purification system	Quench	Executive Office	256.76
18	Building 48 conference line	Free Conference Call	Executive Office	10.00
19	Ground transportation for SDRMA meeting in Sacramento, CA	CMT	Executive Office	75.00
20	Building 48 video conference line	Zoom	Executive Office	172.29
21	Lodging for UAS Center drone meetings	Residence Inn	Executive Office	187.59
22	Hospitality for certification classes	Amazon	UAS Center at SBD	35.73
23	Membership for M.Casey	National Notary Association	Executive Office	129.00
24	Floor drain grate for Building 58	Zoro Tools	Maintenance	56.92
25	Fescue plants for Building 48	Ewing Irrigation	Maintenance	160.44
26	Annual membership for M.Cousineau	Institute of Internal Auditors	Finance	190.00
27	QuickBooks finance software	Intuit QuickBooks	Finance	840.00
28	New hire welcome lunch for HR/COB	Outback Steakhouse	Human Resources	100.19

8	Annual membership for Y. Maldonado	City Clerks Association of California	Clerk of the Board	200.00
29	Secure HR Fax Line	Interfax	Human Resources	9.50
30	HR Membership	SHRM	Human Resources	264.00
31	Water	Evolve by Hudson	Administration	11.38
32	Branded canopy trainings and events	Extreme Canopy	Marketing	1,245.19
33	Drone pilot training course	San Bernardino County Superintendent of Schools	Marketing	50.00
Total				\$ 6,327.17
Visa Statement Balance:				<u>\$ 6,327.17</u>
Date Prepared:				<u>11/5/2024</u>



TO: Inland Valley Development Agency Board

DATE: December 11, 2024

ITEM NO: 4

PRESENTER: Mark Cousineau, Director of Finance

SUBJECT: RECEIVE REGISTER OF DEMANDS - DECEMBER 11, 2024

SUMMARY

Inland Valley Development Agency's (IVDA) Register of Demands.

RECOMMENDED ACTION(S)

Receive for information.

FISCAL IMPACT

Disbursements for amounts due in November 2024.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

Total disbursement activities for November 2024 amount to \$342,204.51 that include the following.

- **Professional Services:** California Strategies & Advocacy LLC; D&A Consulting; Desmond & Louis Inc.; Hernandez, Kroone, & Associates Inc.; Imagine Systems Inc.; Mirau Edwards Cannon Lewin & Tooke LLP; Product Research Gear LLC; RSG; Tactical Drone Concepts; Terry Parish; Tom Dodson & Associates, and Zenaida Global were paid \$106,117.61.
- **Capital Projects Cost:** AEC Moreno Corporation, Cohoe Engineering, and Geo Paving Seal and Coating were paid \$43,902.50.
- **Utilities:** Burrtec Waste Industries Inc.; City of SB Water Department; The Gas Company; Utility Telecom Group LLC; and Verizon Wireless were paid \$28,118.84
- **Employees Benefits:** American Fidelity Assurance Company, Ameritas Life Insurance Corp., Fidelity Security Life Insurance, Texas Life Insurance Company, and United World Life Insurance Co. were paid \$26,784.87.

Attachments:

1. Register of Demands for the December 11, 2024 Board Meeting
2. Visa Breakdown - October 2024

**Inland Valley Development Agency
Register of Demands for Board Meeting
December 11, 2024**

Line	Vendor name	Description	Payment amount
1	A.O. Reed & Co., LLC	Repairs and maintenance for HVAC system	6,054.00
2	AEC Moreno Corp	Building 58 brewery and demo project	13,800.00
3	Am-Tec Total Security Inc.	Monthly fire and burglar alarm monitoring and inspection	351.95
4	Amazon Capital Services Inc.	Office supplies and equipment	87.09
5	American Fidelity Assurance Company	Employee supplemental benefits	3,540.29
6	Ameritas Life Insurance Corp.	Employee group benefits - dental and vision	13,670.89
7	Amtech Elevator Services	Quarterly elevator maintenance service	2,505.00
8	AUVSI	AUVSI membership renewal	2,833.00
9	Basic Backflow	Test and certify of valve	135.00
10	Belico Details LLC	Agency and security vehicle wash and detailing	200.00
11	Board Members	Directors fees	525.00
12	Burrtec Waste Industries Inc.	Water and sewer services	977.19
13	C & A Janitorial Services	Janitorial services	9,176.00
14	California Special Districts Association	CSDA membership renewal	1,809.00
15	California Strategies & Advocacy LLC	Professional lobbying and related consulting services	5,000.00
16	CED-Consolidated Electrical Distributors	Electrical supplies	442.32
17	City of San Bernardino	Assessment fees for IVDA parcels	4,253.92
18	City of SB Water Department	Water and sewer services	24,200.00
19	Cohoe Engineering	Engineering services for 3rd St Project	5,602.50
20	Computer & Peripherals Group Inc.	COB and Development & Prop. large format scanner	766.70
21	Converse Consultants	Abatement monitoring, asbestos O&M plan, and close out report for Building 58	7,230.00
22	Corodata Shredding Inc.	Interoffice shredding services	93.40
23	D&A Consulting	Professional services - UAS Center drone standards development	2,100.00
24	Desmond & Louis Inc.	Professional event services agreement for marketing and media	4,000.00
25	Dib's Safe & Lock Service	Key and lock services	167.25
26	Event Design Lab	Video recording services for IVDA board meetings	1,200.00
27	FedEx	Courier fees	45.40
28	Fidelity Security Life Insurance Co FSA	Employee group benefits-flexible spending accounts	1,466.22
29	Forvis, LLP	Software implementation	16,282.00
30	Geo Paving and Seal Coating	Improvements to the rear parking lot at Building 58	24,500.00

Inland Valley Development Agency
Register of Demands for Board Meeting
December 11, 2024

31	Grainger	Maintenance and supplies	34.23
32	Hernandez, Kroone & Associates Inc.	Professional services to provide civil engineering and survey services	1,980.00
33	Imagine Systems Inc.	IT consulting services and desktop maintenance	8,018.51
34	Internal Revenue Service	Late fees	3,114.91
35	Mirau Edwards Cannon Lewin & Tooke LLP	Professional services - legal	1,708.00
36	Mobile Modular Management Corp	Mobile office trailer rental at UAS Center	1,851.77
37	Product Research Gear LLC	Professional services to provide consulting for UAS Center on drone emergency response	6,105.08
38	RSG	Professional services - continuing disclosure and consulting	3,410.00
39	Sage Intacct Inc.	Annual financial software subscription	63,399.34
40	San Bernardino Area Chamber of Commerce	Annual membership renewal	220.00
41	Tactical Drone Concepts	Professional services to provide consulting and training	27,573.34
42	Terry Parisher	Professional services to provide consulting to UAS Center on drone policy creation for public and private entities	2,100.00
43	Texas Life Insurance Company	Group benefits - additional life insurance	1,463.15
44	The Gas Company	Gas	135.41
45	Tom Dodson & Associates	Professional services for environmental services	32,140.10
46	Toshiba Business Solutions	Maintenance for office equipment for Building 48 and UAS	418.27
47	United World Life Insurance Co	Employee group benefits - life insurance	6,644.32
48	Utility Telecom Group LLC	Ethernet and phone services for Building 48	1,929.56
49	Verizon Wireless	Wireless monthly service and equipment purchases	876.68
50	Vertical Flight Society	Annual membership dues	750.00
51	Visa	Office supplies and other miscellaneous charges	13,335.14
52	Zenaida Global	Professional consulting services - UAS Center at SBD	11,982.58
	Total		342,204.51

**Inland Valley Development Agency
Visa Breakdown
October 2024**

Line	Description	Payee	Department	Transaction amount
1	Building 48 water dispenser monthly rental	Quench	Administration	256.00
2	Building 48 lactation room chair	Amazon	Administration	222.92
3	Building 48 lactation room mini fridge	Amazon	Administration	303.41
4	Ergonomic office chair	Office Depot	Administration	434.99
5	Desk for Risk Management office	Bed Bath and Beyond	Administration	981.43
6	Nuts and Bolts training	City Clerks Association of California	Clerk of the Board	200.00
7	TV for COB office	Amazon	Development & Properties	364.86
8	Wall mount TV bracket in COB	Amazon	Development & Properties	23.89
9	Building 48 conference line	Free Conference Call	Executive Office	10.00
10	Inland Action hospitality support	Chef Dave's Café	Executive Office	789.60
11	Space heater for office	Amazon	Executive Office	28.25
12	Services to repair DFAS air conditioning	Control Air Enterprises	Facilities	875.50
13	Key duplication for office desk	Dib's Safe and Lock Service	Facilities	6.53
14	Key duplication for DFAS I	Dib's Safe and Lock Service	Facilities	52.20
15	LED light covers for Building 48 carport	CED	Facilities	64.40
16	Door locking mechanism for Building 48	Trudoor	Facilities	310.29
17	Service call to repair DFAS air conditioning	Mesa Energy Systems	Facilities	478.95
18	QuickBooks finance software	Intuit QuickBooks	Finance	840.00
19	Congratulation flowers for birth	1-800 Flowers	Human Resources	67.43
20	Secure HR fax line	Interfax	Human Resources	9.50
21	Paylocity training	Paylocity	Human Resources	500.00
22	Registration for HR conference	Professionals in Human Resources Association	Human Resources	523.67
23	Shipping for device repairs under warranty	Shure Inc	Information Technology	10.00
24	Microsoft 365 monthly subscription	Microsoft	Information Technology	782.26
25	Microsoft 365 monthly subscription	Microsoft	Information Technology	220.00
26	Airscrubber rentals due to Line Fire	EquipmentShare	Risk Management	2,100.43
27	Risk Management membership for A.Setian	Public Agency Risk Management Association	Risk Management	300.00
28	Risk Management training for A.Setian	Public Agency Risk Management Association	Risk Management	449.00
29	Post incident toxin screenings	Exam Pros	Risk Management	150.00
30	Hospitality supplies for tour	Amazon	UAS Center at SBD	38.56
31	Three custom flags for UAS Center at SBD	Jon's Flags and Poles	UAS Center at SBD	630.75
32	Lodging for K. Benson UAS Center meeting	Residence Inn	UAS Center at SBD	266.92

8	Wall mount TV bracket in COB	Amazon	Development & Properties	23.89
33	Hospitality for drone flight class	Amazon	UAS Center at SBD	36.90
34	Lodging for J.Ramos UAS Center meeting	Residence Inn	UAS Center at SBD	447.00
35	Lodging for J.Ramos UAS Center meeting	Residence Inn	UAS Center at SBD	64.32
36	Lodging for K. Benson UAS Center meeting	Residence Inn	UAS Center at SBD	172.58
37	Hospitality for UAS Center meeting	Stater Bros	UAS Center at SBD	149.78
38	Hospitality for drone flight class	Amazon	UAS Center at SBD	15.99
39	Hospitality for drone flight class	Amazon	UAS Center at SBD	156.83
Total				\$ 13,335.14
Visa Statement Balance:				<u>\$ 13,335.14</u>
Date Prepared:				12/4/2024



TO: Inland Valley Development Agency Board

DATE: December 11, 2024

ITEM NO: 5

PRESENTER: Mark Cousineau, Director of Finance

SUBJECT: RECEIVE AND FILE CASH REPORT FOR SEPTEMBER 30, 2024 FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA)

SUMMARY

Submitted for your consideration is the IVDA's monthly cash reconciliation report.

RECOMMENDED ACTION(S)

Receive and file Cash Report for September 30, 2024 for the Inland Valley Development Agency (IVDA).

FISCAL IMPACT

None.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

Attached is the Cash Report for September 30, 2024, for the Inland Valley Development Agency. The total book value of Cash, Investments, and Investments Held with Fiscal Agent accounts is \$23,642,800.49 on September 30, 2024. Banks' statements reflect \$24,252,812.81. The difference in totals is due to the outstanding checks on September 30, 2024.

If you have any questions about this report, please contact me at (909) 382-4100 extension 141.

Attachments:

1. Cash Report for September 30, 2024

Inland Valley Development Agency

Cash Report

September 30, 2024

IVDA JPA CASH

<u>Cash</u>	Balance 08/31/24	Activities	Balance 09/30/24
<i>MMKT/ Savings Account - CHASE Bank</i>	3,139,601.71	52.56	3,139,654.27
<i>Checking Account - CHASE Bank</i>	970,906.41	(146,362.16)	824,544.25
Deposits In Transit:			
Beginning	-	-	-
Ending	-	33,406.70	33,406.70
Outstanding Checks:			
Beginning	(136,602.73)	136,602.73	-
Ending		(643,419.02)	(643,419.02)
<i>Payroll Account - CHASE Bank</i>	602.27	107,103.92	107,706.19
Outstanding Checks:			
Beginning	-	-	-
Ending	-	-	-
<i>BRORF Account - CHASE Bank</i>	3,556,204.30	(374,940.67)	3,181,263.63
<i>Cash with Fiscal Agent- MECLT Trust</i>	178,825.11	(118,750.24)	60,074.87
Subtotal	7,709,537.07	(1,006,306.18)	6,703,230.89
<u>Investments</u>			
<i>Local Agency Investment Funds - Regular Account</i>	80,092.90	-	80,092.90
<i>Local Agency Investment Funds - Bond Account</i>	128,323.68	-	128,323.68
Total	208,416.58	-	208,416.58
Subtotal JPA Cash & Investments	7,917,953.65	(1,006,306.18)	6,911,647.47

IVDA SUCCESSOR AGENCY CASH

<i>RORF Account -CHASE Bank</i>	81,717.07	-	81,717.07
<u>Investments Held With Fiscal Agent</u>			
<i>Special Fund - US Bank - 2014 series</i>	8,324,704.54	(8,324,686.29)	18.25
<i>Interest Account - US Bank - 2014 series</i>	0.01	(0.01)	-
<i>Reserve Account- US Bank - 2014 series</i>	16,649,272.31	70.71	16,649,343.02
<i>Principal Account - US Bank- 2014 series</i>	-	-	-
<i>2011 Project Fund - US Bank - 2014 series</i>	74.68	-	74.68
Subtotal SA Cash & Investments	25,055,768.61	(8,324,615.59)	16,731,153.02
Total Cash and Investments	\$ 32,973,722.26	(9,330,921.77)	\$ 23,642,800.49

I certify that this report accurately reflects all cash and investments for the above period and all the investment is in compliance with Inland Valley Development Agency's Investment policy. IVDA shall be able to meet it's expenditure requirement for next six month.



Mark Cousineau, Director of Finance



TO: Inland Valley Development Agency Board

DATE: December 11, 2024

ITEM NO: 6

PRESENTER: Mark Cousineau, Director of Finance

SUBJECT: RECEIVE AND FILE CASH REPORT FOR OCTOBER 31, 2024 FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA)

SUMMARY

Submitted for your consideration is the IVDA's monthly cash reconciliation report.

RECOMMENDED ACTION(S)

Receive and file Cash Report for October 31, 2024 for the Inland Valley Development Agency (IVDA).

FISCAL IMPACT

None.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

Attached is the Cash Report for October 31, 2024, for the Inland Valley Development Agency. The total book value of Cash, Investments, and Investments Held with Fiscal Agent accounts is \$23,510,244.30 on October 31, 2024. Banks' statements reflect \$23,626,954.87. The difference in totals is due to the outstanding checks on October 31, 2024.

If you have any questions about this report, please contact me at (909) 382-4100 extension 141.

Attachments:

1. Cash Report for October 31, 2024.

Inland Valley Development Agency
Cash Report
October 31, 2024

IVDA JPA CASH

<u>Cash</u>	Balance 09/30/24	Activities	Balance 10/31/24
<i>MMKT/ Savings Account - CHASE Bank</i>	3,139,654.27	(99,947.87)	3,039,706.40
<i>Checking Account - CHASE Bank</i>	824,544.25	(446,495.93)	378,048.32
Deposits In Transit:			
Beginning	33,406.70	(33,406.70)	-
Ending	-	-	-
Outstanding Checks:			
Beginning	(643,419.02)	643,419.02	-
Ending		(116,710.57)	(116,710.57)
<i>Payroll Account - CHASE Bank</i>	107,706.19	(107,101.42)	604.77
Outstanding Checks:			
Beginning	-	-	-
Ending	-	-	-
<i>BRORF Account - CHASE Bank</i>	3,181,263.63	53.25	3,181,316.88
<i>Cash with Fiscal Agent- MECLT Trust</i>	60,074.87	25,091.72	85,166.59
Subtotal	6,703,230.89	(135,098.50)	6,568,132.39
<u>Investments</u>			
<i>Local Agency Investment Funds - Regular Account</i>	80,092.90	949.82	81,042.72
<i>Local Agency Investment Funds - Bond Account</i>	128,323.68	1,521.78	129,845.46
Total	208,416.58	2,471.60	210,888.18
Subtotal JPA Cash & Investments	6,911,647.47	(132,626.90)	6,779,020.57

IVDA SUCCESSOR AGENCY CASH

<i>RORF Account -CHASE Bank</i>	81,717.07	-	81,717.07
<u>Investments Held With Fiscal Agent</u>			
Special Fund - US Bank - 2014 series	18.25	2.28	20.53
Interest Account - US Bank - 2014 series	-	-	-
<i>Reserve Account- US Bank - 2014 series</i>	16,649,343.02	68.43	16,649,411.45
<i>Principal Account - US Bank- 2014 series</i>	-	-	-
<i>2011 Project Fund - US Bank - 2014 series</i>	74.68	-	74.68
Subtotal SA Cash & Investments	16,731,153.02	70.71	16,731,223.73
Total Cash and Investments	\$ 23,642,800.49	(132,556.19)	\$ 23,510,244.30

I certify that this report accurately reflects all cash and investments for the above period and all the investment is in compliance with Inland Valley Development Agency's Investment policy. IVDA shall be able to meet it's expenditure requirment for next six month.


 Mark Cousineau, Director of Finance



TO: Inland Valley Development Agency Board

DATE: December 11, 2024

ITEM NO: 7

PRESENTER: Jeff Barrow, Director of Development

SUBJECT: APPROVE CHANGE ORDER NO. 1 WITH LEONIDA BUILDERS, INC. FOR \$1,180 FOR ADDITIONAL WORK RELATED TO THE BUILDING 48: TENANT IMPROVEMENTS PROJECT; APPROVE THE FILING OF A NOTICE OF COMPLETION FOR THIS CONTRACT AND AUTHORIZE THE RELEASE OF RETAINED FUNDS

SUMMARY

This Change Order directs the contractor to install TV and data outlets and a new access door. Pending approval and completion of Change Order No. 1 items, the construction contract with Leonida Builders, Inc. will be complete.

RECOMMENDED ACTION(S)

Approve Change Order No. 1 with Leonida Builders, Inc. for an amount not to exceed \$1,180 for additional work related to the Building 48: Tenant Improvements Project; approve the filing of a Notice of Completion and authorize the release of retained funds for this contract; and authorize the Chief Executive Officer to execute all related documents.

FISCAL IMPACT

None. The funding for this project is included in the approved Inland Valley Development Agency (IVDA) Fiscal Year 2024-2025 Budget in the Capital Projects Fund, Account 50259 - Building 48 - Tenant Improvements for \$225,000 of which \$1,180 is allocated to this Change Order.

PREPARED BY:	Issa Massou
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

On August 14, 2024, the Inland Valley Development Agency (IVDA) Board authorized the award of a contract with Leonida Builders for the Building 48: Tenant Improvements Project. This project provided for the creation of a new Human Resources (HR) office within the existing HR Department, an additional office within the existing Clerk of the Board division, and the construction of a lactation room within the existing Women's Restroom.

The successful completion of these tenant improvements marks a significant step forward for the Inland Valley Development Agency. These enhancements address the agency's growing administrative demands and help foster a supportive and efficient working environment for all its employees.

During the course of construction, it was determined additional outlets were needed for monitor and data connections, and an access door was required at the ceiling of the new lactation room. These additional work items ensure compliance with building codes and support general operational activities.

Leonida Builder's Contract and proposed Change Order No. 1:

Original Contract Amount	\$ 98,000.00
Change Order No. 1	<u>\$ 1,180.00</u>
New Contract Amount	\$ 99,180.00

Pending approval of Change Order No. 1, the construction contract will be complete. Staff recommends the Commission approve the above recommended action.

Attachments:

1. Photos
2. Change Order No. 1

LEONIDA BUILDERS INC.

CHANGE ORDER

32023 Crown Valley Road
Acton, CA 93510

TEL: (951)532-7717

FAX: (951)566-4022

LICENSE NO. 896772
Classifications: A, B, & C-8
DIR No. 1001081351

Licensed & Insured

JOB

Inland Valley Development Agency
C/o Jeff Barrow
1601 E. Third Street
San Bernardino CA 92408

CHANGE ORDER NUMBER | 1REV
CHANGE ORDER DATE | October 3, 2024

ITEM	DESCRIPTION	AMOUNT
	Inland Valley Development Agency SBIAA-(24066)Building 48 Tenant Improvements Project P-2702	
1	TV and Data Outlet addition	\$860.00
2	Access door addition	\$320.00
	Panikos approved security office wall painting at no additional cost.	\$0.00
CHANGE ORDER IS LIMITED TO THE SCOPE OF WORK LISTED ABOVE. CHANGE ORDER IS ONLY VALID FOR 30 DAYS FROM THE ABOVE-CAPTIONED PROPOSAL DATE.		
Exclusions li No Environmental, no plans or additional permits, etc...		
Notes: No Charge on Mobilization as long as we're still on the existing jobsite. If we demobilize from the Job prior to receiving change order approval there will be an additional charge to Re-mobilize.		
TOTAL		\$1,180.00

DIRECT ALL INQUIRIES TO:

PANIKOS LEONIDA
LEONIDA BUILDERS INC.
(951)532-7717
panikos@leonidabuilders.com

Accepted by: _____

Date of Acceptance: _____

THANK YOU FOR YOUR BUSINESS!

PHOTOS





TO: Inland Valley Development Agency Board

DATE: December 11, 2024

ITEM NO: 8

PRESENTER: Jillian Ubaldo, Clerk of the Board

SUBJECT: APPROVE MEETING MINUTES: OCTOBER 9, 2024

SUMMARY

Submitted for consideration and approval by the IVDA Board: Meeting minutes of the regular meeting held Wednesday, October 9, 2024.

RECOMMENDED ACTION(S)

Approve meeting minutes of the regular meeting held October 9, 2024.

FISCAL IMPACT

None.

PREPARED BY:	Jillian Ubaldo
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

None.

Attachments:

1. October 9, 2024 meeting minutes.

INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING BOARD ACTIONS

WEDNESDAY, OCTOBER 9, 2024

5:00 P.M.

MAIN AUDITORIUM – Norton Regional Event Center – 1601 East Third Street, San Bernardino, CA



A regional joint powers authority dedicated to the reuse of Norton Air Force Base
for the economic benefit of the East Valley

Board Members

City of Colton

Mayor Frank Navarro	Present
Mayor Pro Tem John Echevarria	Present
VACANT	

City of Loma Linda

Mayor Phillip Dupper, Chairperson	Present
Councilmember Rhodes Rigsby	Present
Councilmember Rhonda K. Spencer-Hwang (alt)	Absent

County of San Bernardino

Supervisor Joe Baca, Jr.	Present
Supervisor Jesse Armendarez	Present
Supervisor Dawn Rowe (alt)	Absent

City of San Bernardino

Mayor Helen Tran	Present
Councilmember Juan Figueroa	Present
Councilmember Sandra Ibarra	Present (Arrived 5:02 p.m.)
Mayor Pro Tem Fred Shorett (alt)	Present (In Audience, Arrived 5:06 p.m.)

Staff Members and Others Present

Michael Burrows, Chief Executive Officer	Mitch Dattilo, Security Manager
Jeff Barrow, Director of Development	Elizabeth Martyn, Legal Counsel, Cole Huber, LLP
Catherine Pritchett, Director of Administration	Jillian Ubaldo, Clerk of the Board
Mark Cousineau, Director of Finance	

The Regular Meeting of the Inland Valley Development Agency Board was called to order by Chairperson Phillip Dupper at approximately 5:00 P.M. on Wednesday, October 9, 2024, in the Main Auditorium of the Norton Regional Event Center, 1601 East Third Street, San Bernardino, California.

A. **CALL TO ORDER / ROLL CALL**

Roll call was duly noted and recorded.

Members of the Board and the public joined Supervisor Joe Baca, Jr. in the Pledge of Allegiance.

B. **CLOSED SESSION PUBLIC COMMENT**

There were no closed session public comments.

C. **CLOSED SESSION**

Chairperson Phillip Dupper recessed to closed session at 5:03 P.M. Ms. Elizabeth Martyn, Legal Counsel, Cole Huber, LLP, read the closed session items as posted on the Agenda.

- a. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8
Property: Portions of Former Norton AFB Building No. 58
Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Sid Osborn, Senior Director, Cushman & Wakefield
Under Negotiations: Instructions will be given to the IVDA negotiator concerning availability of property, terms and price

D. **REPORT ON CLOSED SESSION**

Chairperson Phillip Dupper reconvened the meeting at 5:07 P.M. Chairperson Dupper asked Ms. Elizabeth Martyn, Legal Counsel, Cole Huber, LLP if there were any reportable items. Ms. Martyn reported that there were none.

E. **ITEMS TO BE ADDED OR DELETED**

There were no items to be added or deleted.

F. **CONFLICT OF INTEREST DISCLOSURE**

1. Chairperson Phillip Dupper stated Board Members should note the item(s) listed which might require member abstentions.
There were no conflicts noted.

G. **INFORMATIONAL ITEMS**

Mr. Michael Burrows, Chief Executive Officer, presented the following informational items.

2. Informational Items
 - a. Chief Executive Officer Report
 - b. Report on the Inland Valley Infrastructure Corridor
 - c. Report on San Bernardino International Airports Cruising at Altitude 2024 Event
- 2a. Mr. Michael Burrows, Chief Executive Officer, welcomed Ms. Elizabeth “Betsy” Martyn, Legal Counsel, Cole Huber, LLP, and informed the Board that Ms. Martyn assists with IVDA Successor Agency.
- 2b. Mr. Burrows provided a brief update on the Inland Valley Infrastructure Corridor (IVIC) Draft Environmental Impact (DEIR) public meeting held on October 3, 2024. Mr. Burrows stated that the public comment period will close on October 21, 2024.
- 2c. Mr. Burrows invited Board Members and members of the public to the San Bernardino International Airports Cruising at Altitude 2024 Event on October 19, 2024.

H. **BOARD CONSENT ITEMS**

3. Receive Register of Demands – September 11, 2024
4. Receive Register of Demands – October 9, 2024
5. Receive and file Cash Report for July 31, 2024, for the Inland Valley Development Agency (IVDA)
6. Receive and file Cash Report for August 31, 2024, for the Inland Valley Development Agency (IVDA)
7. Approve a Professional Services Agreement with Tactical Drone Concepts for Training Services at the UAS Center at SBD in an Amount not to Exceed \$27,000
8. Approve the Filing of a Notice Of Completion with AEC Moreno Corporation for the DFAS 1: Trash Enclosure Project and Authorize the Release of Retained Funds
9. Adopt Resolution No. 2024-04 of the Inland Valley Development Agency (IVDA) Designating Authorized Signers with Chase Bank and Designating Check Signers for all Accounts
10. Receive and File an Updated Procurement and Purchasing Procedures for the Inland Valley Development Agency (IVDA)
11. Approve Meeting Minutes: August 14, 2024

ACTION: Approve Agenda Item Nos. 3-11 of the Consent Calendar.

RESULT: **ADOPTED [UNANIMOUSLY]**

MOTION/SECOND: Baca / Navarro

AYES: Armendarez, Baca, Dupper, Echevarria, Figueroa, Navarro, Ibarra, Rigsby, Tran

NAYS: None

ABSTENTIONS: None

ABSENT: None

I. **BOARD ACTION ITEMS**

12. Consider and Adopt Resolution No. 2024-05 of the Inland Valley Development Agency (IVDA) Amending its Conflict of Interest Code and Authorizing Submission of the Amended Conflict of Interest Code and 2024 Local Agency Biennial Notice to the County of San Bernardino

Ms. Jillian Ubaldo, Clerk of the Board, provided an overview of the Conflict of Interest Code and the amendment required in order to include the added position of HR Manager.

ACTION: Consider and adopt Resolution No. 2024-05 of the Inland Valley Development Agency (IVDA) amending its Conflict of Interest Code; and authorizing submission of the amended Conflict of Interest Code and 2024 Local Agency Biennial Notice to the County of San Bernardino.

RESULT: **ADOPTED [UNANIMOUSLY]**

MOTION/SECOND: Navarro / Ibarra

AYES: Armendarez, Baca, Dupper, Echevarria, Figueroa, Navarro, Ibarra, Rigsby, Tran

NAYS: None

ABSTENTIONS: None

ABSENT: None

13. Approve Amendment No. 3 to the Professional Services Agreement with Cordoba Corporation in an Amount not to Exceed \$34,689 for Additional Services Related to the 3rd Street Corridor Roadway Rehabilitation Project

Mr. Jeff Barrow, Director of Development, provided an overview of the Professional Services Agreement with Cordoba Corporation. Mr. Barrow explained that the proposed additional services are necessary to finalize the project's design phase.

ACTION: Approve Amendment No. 3 to the Professional Services Agreement with Cordoba Corporation to provide additional services in an additional amount not to exceed \$34,689; and authorize the Chief Executive Officer to execute all related documents.

RESULT: **ADOPTED [UNANIMOUSLY]**

MOTION/SECOND: Baca / Rigsby

AYES: Armendarez, Baca, Dupper, Echevarria, Figueroa, Navarro, Ibarra, Rigsby, Tran

NAYS: None

ABSTENTIONS: None

ABSENT: None

14. Consider and Adopt the Inland Valley Development Agency (IVDA) Landside Notice of Violation Program for Enforcement of Airport Rules & Regulations, and Parking Violations on IVDA Properties

Mr. Mitch Dattilo, Security Manager, provided a brief report on the proposed Landside Notice of Violation Program that would authorize IVDA Security Officers to enforce Airport Rules and Regulations for badged employees and tenants, as well as parking violations in accordance with California Vehicle Code on all IVDA landside properties.

Supervisor Joe Baca, Jr. expressed support in granting local airport security officers citation authority, adding that it would alleviate San Bernardino Police Department response.

Councilmember Sandra Ibarra was provided clarification on the location citations are processed.

Mayor Navarro thanked staff for bringing this item to the Board, adding that this will alleviate San Bernardino Police Department response in administering citations.

ACTION: Staff recommends the Commission adopt IVDA Operating Directive 24-001 that would implement the Inland Valley Development Agency Landside Notice of Violation Program (LNOV) and authorize IVDA Security Officers to issue parking citations on IVDA owned properties.

RESULT:	ADOPTED [UNANIMOUSLY]
MOTION/SECOND:	Baca / Tran
AYES:	Armendarez, Baca, Dupper, Echevarria, Figueroa, Navarro, Ibarra, Rigsby, Tran
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

15. Consider and Discuss a report on Economic Development Initiatives

Mr. Michael Burrows, Chief Executive Officer, delivered a presentation on the economic development initiatives undertaken by IVDA, providing status updates on various projects.

Mr. Michael Burrows introduced Ms. Kim Benson, UAS Center at SBD Administrator. Ms. Benson provided an update on drone training programs for youth, post-secondary students, and Search and Rescue teams.

This item was for discussion purposes only; no formal action was taken.

16. Review Status of the Action Plan for the Inland Valley Development Agency (IVDA) through December 31, 2024

Mr. Michael Burrows, Chief Executive Officer, referenced a PowerPoint presentation entitled "December 31, 2024 – IVDA Focal Areas" (as contained on page 152-154 in the Agenda Packet).

This item was for discussion purposes only; no formal action was taken.

J. <u>ADDED AND DEFERRED ITEMS</u>

There were no items to be added or deferred.

K. **OPEN SESSION PUBLIC COMMENT**

Tania Gonzalez, San Bernardino Airport Communities, commented on the Inland Valley Infrastructure Corridor (IVIC) Draft Environmental Impact (DEIR) public meeting, noting that residents should have been notified earlier to ensure they could attend the meeting. Ms. Gonzalez stated that the San Bernardino Airport Communities is requesting a 45-day extension of the public comment period to provide residents additional time to learn about the project, potential impacts, and provide comments.

Ondre Harris, City of San Bernardino resident, commented on concerns related to airspace, air quality, and air traffic noise. Ms. Harris expressed concerns over low-flying airplanes and requested the adoption of an airspace violation program.

L. **BOARD MEMBER COMMENT**

Mayor Frank Navarro thanked Michael Burrows, Chief Executive Officer, for providing the Economic Development Report Update.

M. **ADJOURNMENT**

There being no further business before the Board at this session, Chairperson Phillip Dupper declared the meeting adjourned at 5:32 P.M.

Approved at a Regular Meeting of the Inland Valley Development Agency Board on December 11, 2024.

Jillian Ubaldo
Clerk of the Board



TO: Inland Valley Development Agency Board

DATE: December 11, 2024

ITEM NO: 9

PRESENTER: Mark Cousineau, Director of Finance

SUBJECT: CONSIDER AND ADOPT PROPOSED BUDGET ADJUSTMENTS FOR FISCAL YEAR 2024-2025

SUMMARY

The proposed adjustments modify the adopted Inland Valley Development Agency (IVDA) Joint Powers Authority (JPA) budget to reflect improved estimates and changes in conditions in the accounts reflected in the Proposed Budget Adjustments Table.

RECOMMENDED ACTION(S)

Consider and adopt budget adjustments reflected in the Proposed Budget Adjustments Table for Fiscal year 2024-2025.

FISCAL IMPACT

The composition for the requested adjustments are detailed in the "Proposed Budget Adjustments Table". The combined net effect on the IVDA's Fiscal Year 2024-2025 Budget, if approved, would be a net increase in budgetary revenues of \$22,376.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

On June 12, 2024, the Inland Valley Development Agency (IVDA) Board adopted the IVDA Successor Agency and IVDA Joint Powers Authority (JPA) budgets for Fiscal Year 2024-2025. The Successor Agency budget covers those items on the ROPS. The JPA budget covers those items which are carried out by the IVDA pursuant to its on-going status as a California Joint Powers Authority and Federal Base Reuse Entity with specific obligations for capital projects pursuant to Public Law 100-526 (BRAC), applicable federal statutes, agreements, and deeds for the transfer of Norton AFB and the provisions of the IVDA JPA Agreement, as amended.

The net effect of the proposed budget adjustments is an increase in budgetary revenues of \$22,376. The total increase in revenues and interfund transfers in the proposed budget adjustments is \$127,376 and the total increase in proposed expenditures and interfund transfers is \$105,000.

The increase in budgetary expenditures of \$105,000 is comprised of \$91,000 in salaries and benefits allowances for the remainder of Fiscal Year 2024-2025 that is offset by \$73,000 of reimbursements from the San Bernardino International Airport Authority for services rendered, as reconciled through the migration to our new accounting and other software systems.

Several capital projects were decreased to provide an additional \$147,000 primarily for construction support services to meet California Department of Transportation construction requirements for the 3rd Street Corridor capital project which now approaches the construction phase. Such contracts are provided on a time and charges per request basis.

The increase in budgetary revenues of \$77,376 is the result of licensing of additional properties for parking vehicles.

The UAS Center at SBD budget requires an additional \$50,000 in professional services that will be offset by the revenue from a \$50,000 consulting contract with another government that may provide other revenue generating opportunities projected through the remainder of the fiscal year.

These proposed budget adjustments affect the General and UAS Center at SBD fund budgets. With the implementation of our new chart of accounts and accounting information system, budgetary control is exercised at the Budget Class level and transactions are recorded, tracked, and analyzed at the account or line-item level of detail. Staff identified the following budget classes that require modification. They are described in the table below:

Proposed Adjustments			Budget Class	Approved Budget	Proposed Adjustments	Adjusted Budget
<i>Expenditures & Transfers</i>						
A	General Fund	51	- Personal Services (salaries, benefits, etc.)	\$ 3,035,100	\$ 91,000	\$ 3,126,100
A	General Fund	51	- Reimbursed Personal Services - SBIAA	(1,927,100)	(73,000)	(2,000,100)
B	General Fund	63	- Capital Project (25i004-2 3rd & 5th)	250,000	147,000	397,000
B	General Fund	63	- Capital Project (25i004-1 Central Ave.)	10,000	(10,000)	-
B	General Fund	63	- Capital Project (25i004 - Road Improvements)	75,000	(75,000)	-
B	General Fund	52	- Contractual Services (CP IVIC GM)	25,000	(25,000)	-
D	UAS Center at SBD	52	- Contractual Services	375,000	50,000	425,000
Increase (Decrease) in expenditures & transfers out					105,000	
<i>Revenues & Transfers In</i>						
C	General Fund	44	- Land & Facility Leases and Licenses	2,665,490	77,376	2,742,866
D	UAS Center at SBD	45	- Other Services	402,000	50,000	452,000
Increase (Decrease) in revenues & transfers in					127,376	
Net Budget Adjustment, Revenues in Excess of Expenditures					\$ 22,376	


Notes:

- A** Anticipated \$18,000 net increase in salaries, wages, related payroll expenses, and employee benefits for the remainder of the fiscal year are necessary to support the IVDA employee compensation structure and plan.
- B** A net \$37,000 increase in capital projects outlay necessary to construct the 3rd & 5th Street capital project in compliance with the California Department of Transportation requirements, was funded by deferments and cancellation of other capital projects.
- C** \$77,376 increase in parking revenues consists of realized and estimated revenues from licensing two additional parking lots.
- D** \$0 for the UAS Center at SBD to provide consulting services to a government client. Consulting revenue of \$50,000 will be used to pay for \$50,000 in professional services.

Staff recommends that the Board approve the above recommended action.

Attachments:

1. None

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: December 11, 2024</p> <p>ITEM NO: 10</p> <p>PRESENTER: Jeff Barrow, Director of Development</p>
---	--

SUBJECT: RATIFY A CONSTRUCTION CONTRACT WITH PERFORMANCE ELECTRIC IN AN AMOUNT NOT TO EXCEED \$39,433.00 FOR THE DFAS 1: EMERGENCY LIGHTING PROJECT

SUMMARY

Approval of this item would ratify an emergency lighting repairs contract with Performance Electric, per the final time and material fees of work performed.

RECOMMENDED ACTION(S)

Ratify a construction contract with Performance Electric in an amount not to exceed \$39,433.00 for the DFAS 1: Emergency Lighting Project; and authorize the Chief Executive Officer to execute all related documents.

FISCAL IMPACT

None. Funding for this project is included in the approved Inland Valley Development Agency (IVDA) Fiscal Year 2024-2025 Budget in the Capital Projects Fund, Account 50280 – Tenant Improvements – DFAS 1 Building, for \$400,000 of which \$39,433 is allocated to this project.

PREPARED BY:	Griselda Lizarraga
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Alka Chudasama
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

The DFAS 1 Building is located at 1111 E Mill St, San Bernardino, CA 92408. The DFAS 1 Building supports Child Care Resources Center, Inland Juvenile Attorneys, and the San Bernardino County Program Integrity Unit tenants of the Inland Valley Development Agency (IVDA). Over the weekend of August 17-18, 2024, an incident occurred in which the parking lights of the DFAS 1 building were vandalized and the electrical wiring was stolen. These actions caused the parking lights to stop functioning entirely, creating immediate safety concerns for our DFAS 1 tenants, particularly for their employees working at night. In response to this emergency situation, IVDA engaged the services of Performance Electric, a qualified contractor with prior experience working with the airport, to carry out the necessary lighting repairs on a time and materials basis.

Among the repair work was investigation of all damages, installation of new conductors to all site lighting, replacement of damaged conductors, and replacement of existing damaged lighting control panel with a new electronic time clock and lighting contactor.

Based on the final time and materials fees for the repair work performed and upon final inspection by IVDA Development Staff, the contract with Performance Electric now needs to be ratified in a final amount not to exceed \$39,433.00

This emergency repair project aligns with IVDA's commitment to providing a safe, efficient, and user-friendly experience for tenants. IVDA's standard time and materials construction contract form was used for this project.

Staff recommends the Board approve the above recommended actions.

Attachments:

1. Contractor's Repair Bill
2. Contractor's Time & Material Tickets

PERFORMANCE ELECTRIC

COMMERCIAL ELECTRICAL CONTRACTOR

License #713154

1680 S. E St. Unit A3

San Bernardino, CA 92408

Phone 760.961.2132 Fax 760.961.1552

October 4, 2024

Inland Valley Development Agency
San Bernardino International Airport Authority
1601 E. Third Street Suite 100
San Bernardino, CA 92408

Attn: Jeff Burrow

Re: DFAS Site Lighting Repairs Bill

Jeff:

The following is a bill for the Site Lighting repairs at the DFAS Facility for San Bernardino International Airport Authority.

Total cost for all repairs is \$39,433.00.

The following work was performed:

- A. Investigate all damage.
- B. Install new conductors from electrical room, thru all pull boxes, to all site lighting.
- C. Replace damaged conductors in light poles.
- D. Demo existing damaged lighting control panel, and replace with new electronic time clock and lighting contactor.
- E. All equipment rentals.

Please find attached all T&M tickets with daily logs and documentation photos, along with equipment rental invoices.

If you have any questions or comments, please contact me at 760-559-8866

Sincerely,
PERFORMANCE ELECTRIC



Tim Lindsay
Vice President



RENTAL RETURN INVOICE

238096808-001

BRANCH DM2
7820 LINCOLN AVE
RIVERSIDE CA 92504-4443
909-877-0126
909-877-6239 FAX

Job Site
PARKING LOT REPAIR
1111 E MILL ST
SAN BERNARDINO CA 92408
Office: 760-961-2132

Customer # : 677370
Invoice Date : 09/04/24
Rental Out : 08/28/24 06:30 AM
Rental In : 08/30/24 04:00 PM
UR Job Loc : 1111 E MILL ST, SAN
UR Job # : 173
Customer Job ID:
P.O. # : LIGHTING REWIRE
Ordered By : JOEL HUNTER
Reserved By : KENNETH MCGRATH
Salesperson : KENNETH MCGRATH

PERFORMANCE ELECTRIC APPLE VLY
1680 S E STREET STE A-3
SAN BERNARDINO CA 92408

Invoice Amount: \$1,871.50

Terms: Due Upon Receipt
Payment options: Contact our credit office 980-304-8960
REMIT TO: UNITED RENTALS (NORTH AMERICA), INC.
P.O. BOX 051122
LOS ANGELES CA 90074-1122

RENTAL ITEMS:							
Qty	Equipment	Description	Minimum	Day	Week	4 Week	Amount
1	11711193	BOOM 60-64' ARTICULATING Make: JLG Model: 600AJ Serial: 0300305663 Meter out: 359.47 Meter in: 365.90		547.00	1,112.00	3,198.00	1,112.00
SALES/MISCELLANEOUS ITEMS:							Rental Subtotal: 1,112.00
Qty	Item		Price		Unit of Measure		Extended Amt.
1	CA PERSONAL PROP TAX REIMB CHARGE	[DRSURCA/MCI]	8.340		EACH		8.34
1	ENVIRONMENTAL SERVICE CHARGE	[ENV/MCI]	22.240		EACH		22.24
6.70	DIESEL FUEL	[DSL/MCI]	9.900		EACH		66.33
1	DELIVERY CHARGE		185.000		EACH		185.00
1	PICKUP CHARGE		185.000		EACH		185.00
							Sales/Misc Subtotal: 466.91
							Agreement Subtotal: 1,512.58
							Fuel: 66.33
							Rental Protection: 166.80
							Tax: 125.79
							Total: 1,871.50

COMMENTS/NOTES:

CONTACT: JOEL HUNTER
CELL#: 760-559-8845
DLV/PKU LOC SELECTED BY MAP PIN OPTION
DEL TO PARKING LOT WITH SOLAR PANELS

Effective February 1, 2024 and where permitted by law, United Rentals may impose a surcharge of 2.0% for credit card payments on charge accounts. This surcharge is not greater than our merchant discount rate for credit card transactions and is subject to sales tax.

NOTICE: This invoice is subject to the terms and conditions of the Rental and Service Agreement, which are available at <https://www.unitedrentals.com/legal/rental-service-terms-US> and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.



BRANCH C10
222 E VALLEY ST
SAN BERNARDINO CA 92408-1514
909-275-7040

RENTAL RETURN INVOICE

238857639-001

Job Site
PARKING LOT REPAIR
1111 E MILL ST
SAN BERNARDINO CA 92408
Office: 760-961-2132

Customer # : 677370
Invoice Date : 09/17/24
Rental Out : 09/16/24 06:00 AM
Rental In : 09/17/24 05:30 AM
UR Job Loc : 1111 E MILL ST, SAN
UR Job # : 173
Customer Job ID:
P.O. # : MILL ST
Ordered By : JOEL HUNTER
Reserved By : KENNETH MCGRATH
Salesperson : KENNETH MCGRATH

PERFORMANCE ELECTRIC APPLE VLY
1680 S E STREET STE A-3
SAN BERNARDINO CA 92408

Invoice Amount: \$1,103.34

Terms: Due Upon Receipt
Payment options: Contact our credit office 980-304-8960
REMIT TO: UNITED RENTALS (NORTH AMERICA), INC.
P.O. BOX 051122
LOS ANGELES CA 90074-1122

RENTAL ITEMS:

Qty	Equipment	Description	Minimum	Day	Week	4 Week	Amount
1	11004388	BOOM 60-64' ARTICULATING Make: SKYJACK Model: SJ 63AJ Serial: 95301993 Meter out: 1205.70 Meter in: 1207.00		547.00	1,112.00	3,198.00	547.00

SALES/MISCELLANEOUS ITEMS:

Qty	Item	Price	Unit of Measure	Extended Amt.
1	ENVIRONMENTAL SERVICE CHARGE	[ENV/MCI] 10.940	EACH	10.94
2.50	DIESEL FUEL	[DSL/MCI] 9.900	EACH	24.75
1	DELIVERY CHARGE	185.000	EACH	185.00
1	PICKUP CHARGE	185.000	EACH	185.00
Sales/Misc Subtotal:				405.69
Agreement Subtotal:				927.94
Fuel:				24.75
Rental Protection:				82.05
Tax:				68.60
Total:				1,103.34

COMMENTS/NOTES:

CONTACT: COLBY HANEY
CELL#: 760-987-4315
DLV/PKU LOC SELECTED BY MAP PIN OPTION
DEL TO PARKING LOT WITH SOLAR PANELS

Effective February 1, 2024 and where permitted by law, United Rentals may impose a surcharge of 2.0% for credit card payments on charge accounts. This surcharge is not greater than our merchant discount rate for credit card transactions and is subject to sales tax.

NOTICE: This invoice is subject to the terms and conditions of the Rental and Service Agreement, which are available at <https://www.unitedrentals.com/legal/rental-service-terms-US> and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.

PERFORMANCE ELECTRICDATE: October 2nd, 2024PTC: Performance Electric**PROJECT:****DFAS Site Lighting Repairs**

DESCRIPTION OF CHANGE:

T&M Tickets

ITEM DESCRIPTION	MATERIAL			LABOR				EQUIPMENT		
	QUANTITY	UNIT COST	EXTENSION	LABOR UNITS	QUANTITY	RATE	EXTENSION	QUANTITY	UNIT COST	EXTENSION
T&M Ticket #14			\$0.00				\$0.00			0.00
Joel Hunter - Foreman			\$0.00		8.00	147.00	\$1,176.00			0.00
Elisha Duplesis - Electrician			\$0.00		8.00	118.00	\$944.00			0.00
Red wire nut	25.00	\$0.37	\$9.25				\$0.00			0.00
T&M Ticket #15			\$0.00				\$0.00			0.00
Joel Hunter - Foreman			\$0.00		8.00	147.00	\$1,176.00			0.00
Elisha Duplesis - Electrician			\$0.00		8.00	118.00	\$944.00			0.00
#12 THHN conductor	200.00	\$0.23	\$46.00				\$0.00			0.00
Phase Tape (Brown, orange, yellow, gray)	4.00	\$5.71	\$22.84				\$0.00			0.00
Red wire nut	30.00	\$0.37	\$11.10				\$0.00			0.00
T&M Ticket #16			\$0.00				\$0.00			0.00
Joel Hunter - Foreman			\$0.00		8.00	147.00	\$1,176.00			0.00
Elisha Duplesis - Electrician			\$0.00		8.00	118.00	\$944.00			0.00
3/16" pull string	500.00	\$0.05	\$25.00				\$0.00			0.00
T&M Ticket #17			\$0.00				\$0.00			0.00
Joel Hunter - Foreman			\$0.00		8.00	147.00	\$1,176.00			0.00
Elisha Duplesis - Electrician			\$0.00		8.00	118.00	\$944.00			0.00
Steven Serrano - Shop Delivery Driver			\$0.00		1.50	35.71	\$53.57			0.00
3/16" pull string	500.00	\$0.05	\$25.00				\$0.00			0.00
Spray marker paint	2.00	\$9.28	\$18.56				\$0.00			0.00
Red wire nut	20.00	\$0.37	\$7.40				\$0.00			0.00
T&M Ticket #18			\$0.00				\$0.00			0.00
Joel Hunter - Foreman			\$0.00		8.00	147.00	\$1,176.00			0.00

Azary Sturk - Electrician			\$0.00		8.00	118.00	\$944.00			0.00
Elisha Duplesis - Electrician			\$0.00		8.00	118.00	\$944.00			0.00
Steven Serrano - Shop Delivery Driver			\$0.00		1.00	35.71	\$35.71			0.00
#8 Brown THHN Conductor	500.00	\$0.59	\$295.00				\$0.00			0.00
#8 Orange THHN Conductor	500.00	\$0.59	\$295.00				\$0.00			0.00
#8 Yellow THHN Conductor	500.00	\$0.59	\$295.00				\$0.00			0.00
#8 Gray THHN Conductor	500.00	\$0.59	\$295.00				\$0.00			0.00
#10 Green THHN Conductor	1,000.00	\$0.32	\$320.00				\$0.00			0.00
Phase Tape (Brown & Blue)	2.00	\$5.71	\$11.42				\$0.00			0.00
Blue Wire Nuts	100.00	\$0.56	\$56.00				\$0.00			0.00
T&M Ticket #19			\$0.00				\$0.00			0.00
Joel Hunter - Foreman			\$0.00		8.00	147.00	\$1,176.00			0.00
Azary Sturk - Electrician			\$0.00		8.00	118.00	\$944.00			0.00
Elisha Duplesis - Electrician			\$0.00		8.00	118.00	\$944.00			0.00
Steven Serrano - Shop Delivery Driver			\$0.00		1.00	35.71	\$35.71			0.00
#8 Brown THHN Conductor	1,000.00	\$0.59	\$590.00				\$0.00			0.00
#8 Orange THHN Conductor	1,000.00	\$0.59	\$590.00				\$0.00			0.00
#8 Yellow THHN Conductor	1,000.00	\$0.59	\$590.00				\$0.00			0.00
#8 Gray THHN Conductor	1,000.00	\$0.59	\$590.00				\$0.00			0.00
#10 Green THHN Conductor	1,000.00	\$0.32	\$320.00				\$0.00			0.00
#10 Gray THHN Conductor	500.00	\$0.32	\$160.00				\$0.00			0.00
Blue Wire Nuts	200.00	\$0.56	\$112.00				\$0.00			0.00
LED Lamp KT-LED45PSHID-EX39-8CSB-D	7.00	\$88.08	\$616.56				\$0.00			0.00
T&M Ticket #20			\$0.00				\$0.00			0.00
Joel Hunter - Foreman			\$0.00		8.00	147.00	\$1,176.00			0.00
Azary Sturk - Electrician			\$0.00		8.00	118.00	\$944.00			0.00
Elisha Duplesis - Electrician			\$0.00		8.00	118.00	\$944.00			0.00
#8 Gray THHN Conductor	500.00	\$0.59	\$295.00				\$0.00			0.00
#10 Green THHN Conductor	500.00	\$0.32	\$160.00				\$0.00			0.00
#10 Yellow THHN Conductor	500.00	\$0.32	\$160.00				\$0.00			0.00
Scotch 33+ electrical tape	3.00	\$3.69	\$11.07				\$0.00			0.00

LED Lamp KT-LED45PSHID-EX39-8CSB-D	8.00	\$88.08	\$704.64				\$0.00			0.00
T&M Ticket #22			\$0.00				\$0.00			0.00
Joel Hunter - Foreman			\$0.00	8.00	147.00	\$1,176.00				0.00
Elisha Duplesis - Electrician			\$0.00	8.00	118.00	\$944.00				0.00
LED Lamp KT-LED45PSHID-EX39-8CSB-D	8.00	\$88.08	\$704.64				\$0.00			0.00
Blue Wire Nuts	28.00	\$0.56	\$15.68				\$0.00			0.00
T&M Ticket #23			\$0.00				\$0.00			0.00
Joel Hunter - Foreman			\$0.00	8.00	147.00	\$1,176.00				0.00
Elisha Duplesis - Electrician			\$0.00	8.00	118.00	\$944.00				0.00
4-pole 277-volt, 30-amp lighting contactor	2.00	\$176.78	\$353.56				\$0.00			0.00
3/4" offset nipple	1.00	\$9.69	\$9.69				\$0.00			0.00
Intermatic #ET8215C 7-day astro-dial electronic time clock	1.00	\$378.88	\$378.88				\$0.00			0.00
3/4" lock nuts	2.00	\$0.71	\$1.42				\$0.00			0.00
Red wire nut	16.00	\$0.37	\$5.92				\$0.00			0.00
3/4" plastic bushing	2.00	\$0.69	\$1.38				\$0.00			0.00
United Rentals 60' Boom Lift (See attached invoices)			\$0.00				\$0.00	1	2,974.84	2,974.84
			\$0.00				\$0.00			0.00
SUBTOTALS:			\$8,103.01				\$22,036.99			2,974.84

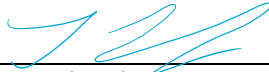
PTC MATERIAL	8,103.01		
PTC SALES TAX (8.25%)	668.50		
A) PTC MATERIAL SUBTOTAL	8,771.51	\$8,771.51	
B) PTC TOTAL LABOR	22,036.99	\$22,036.99	
C) PTC TOTAL EQUIPMENT	2,974.84	\$2,974.84	
D) SUBTOTAL (A + B + C)		\$33,783.33	\$33,783.33
E) PTC (15%) OH&P of Line D	5,067.50		
E) SUBCONTRACTOR SUBTOTAL DIRECT COSTS	0.00		
E) 10% PTC FEE ON SUBCONTRACTOR DIRECT COSTS	0.00		
E) SUBTOTAL	5,067.50	\$5,067.50	
F) SUBTOTAL (D + E)	38,850.83	\$38,850.83	\$38,850.83
G) PTC Bond (1% Line F)	0.00		\$0.00
H) PTC Insurance (1.5% Line F)	582.76		\$582.76

TOTAL CHANGE ORDER

\$39,433.60

PREPARED & SUBMITTED BY: Tim Lindsay

TITLE/COMPANY: VP - PERFORMANCE ELECTRIC

A handwritten signature in blue ink, appearing to be 'J. Lindsay', is written over the signature line.

T&M Ticket #14

Performed on	Aug 22, 2024	Reference #	
Location		Ordered by	Jeff Barrow
Status	Ready For Review		
Description	DFAS parking lot lighting repair		

Labor (2)

Employee	Classification	Time Type	Hours
Hunter Joel (Performance Electric)	Foreman	Regular Time	8.0
Duplesis Elisha (Performance Electric)	Apprentice - 4yr	Regular Time	8.0
Total:			16.0

Materials (1)

Material	Description	Unit	Quantity
Wire nuts		ea	25.0
Total:			25.0

Attachments



[1724357942093.119141_templimage.jpeg](#)



[1724357942616.345947_templimage.jpeg](#)

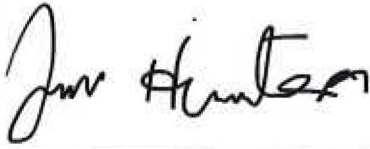


[1724357943066.764893_templimage.jpeg](#)



[1724357944942.840088_templimage.jpeg](#)

Approvals



Aug 22, 2024

COMPANY SIGNATURE

DATE

CUSTOMER SIGNATURE

DATE

Hunter Joel
Performance Electric

Notes

Worked on home runs out of lighting panel. We can only get 4 circuits hot out to the pull box. Identified 2-1" conduits from pull box to light pole. Im still having trouble to locate two more 1" out of pull box to poles.

T&M Ticket #15

Performed on	Aug 23, 2024	Reference #	
Location		Ordered by	Jeff Barrow
Status	Ready For Review		
Description	Find missing pull box		

Labor (2)

Employee	Classification	Time Type	Hours
Hunter Joel (Performance Electric)	Foreman	Regular Time	8.0
Duplesis Elisha (Performance Electric)	Apprentice - 4yr	Regular Time	8.0
Total:			16.0

Materials (3)

Material	Description	Unit	Quantity
#12 wire		lf	200.0
Tape brown orange yellow		ea	4.0
Wire nuts		ea	30.0
Total:			234.0

Equipment (1)

Equipment	Description	Unit	Quantity
Service Truck		hours	8.0
Total:			8.0

Attachments



[A0412E91-C849-4486-9CDA-5E77398DC9B0.jpg](#)



[F012D961-D066-4CCD-B1E1-029A176567E5.jpg](#)

Approvals



Aug 23, 2024

COMPANY SIGNATURE

DATE

CUSTOMER SIGNATURE

DATE

Hunter Joel

Performance Electric

Notes

We finally found the missing pull box. It was buried a foot down in the dirt. It has 7 conduits in it.

T&M Ticket #16

Performed on	Aug 26, 2024	Reference #	
Location		Ordered by	Jeff Barrow
Status	In Progress		
Description	Found another missing pull box, buried a foot below grade		

Labor (2)

Employee	Classification	Time Type	Hours
Hunter Joel (Performance Electric)	Foreman	Regular Time	8.0
Duplessis Elisha (Performance Electric)	Apprentice - 4yr	Regular Time	8.0
Total:			16.0

Materials (1)

Material	Description	Unit	Quantity
Pull string		lf	500.0
Total:			500.0

Equipment (1)

Equipment	Description	Unit	Quantity
Service Truck		hours	8.0
Total:			8.0

Attachments



[1724703707100.385010_templimage.jpeg](#)



[1724703707290.965088_templimage.jpeg](#)

Approvals

COMPANY SIGNATURE

DATE

CUSTOMER SIGNATURE

DATE

Notes

Continue installing pull string Found another buried pulled box on the north west parking lot, we're still missing the home run conduit

T&M Ticket #17

Performed on Aug 27, 2024 Reference #
Location Ordered by Jeff Barrow
Status Ready For Review
Description DFAS parking light repair

Labor (3)

Employee	Classification	Time Type	Hours
Hunter Joel (Performance Electric)	Foreman	Regular Time	8.0
Duplesis Elisha (Performance Electric)	Apprentice - 4yr	Regular Time	8.0
Serrano Steven (Performance Electric)	Shop Manager	Regular Time	1.5
Total:			17.5

Materials (4)

Material	Description	Unit	Quantity
Pull string		lf	500.0
Spray paint		lf	2.0
Wire nuts		ea	20.0
Phase tape		ea	3.0
Total:			525.0

Equipment (1)

Equipment	Description	Unit	Quantity
Service Truck		hours	8.0
Total:			8.0

Approvals



Aug 27, 2024

COMPANY SIGNATURE
Hunter Joel
Performance Electric

DATE

CUSTOMER SIGNATURE

DATE

Notes Continue installing pull strings everywhere. Found another buried pull box on the south lawn

T&M Ticket #18

Performed on	Aug 28, 2024	Reference #	
Location		Ordered by	Jeff Barrow
Status	In Progress		
Description	DFAS Parking lot repair continue		

Labor (4)

Employee	Classification	Time Type	Hours
Hunter Joel (Performance Electric)	Foreman	Regular Time	8.0
Sturk Azary	Journeyman	Regular Time	8.0
Steven Serrano (Performance Electric)	Shop Manager	Regular Time	1.0
Duplesis Elisha (Performance Electric)	Apprentice - 4yr	Regular Time	8.0
Total:			25.0

Materials (7)

Material	Description	Unit	Quantity
#8 brown		lf	500.0
#8 orange		lf	500.0
#8 yellow		lf	500.0
#8 gray		lf	500.0
#10 green		lf	1000.0
Phase tape brown and blue		ea	3.0
Blue wire nuts		ea	100.0
Total:			3103.0

Equipment (2)

Equipment	Description	Unit	Quantity
Service Truck		hours	8.0
Reach lift		hours	8.0
Total:			16.0

Attachments



[05D5D9D3-1FAB-4CC0-9956-696E8DF52FC8.jpg](#)



[1A9C76A3-2303-4A13-A868-241AE8FD3955.jpg](#)

Approvals

COMPANY SIGNATURE	DATE	CUSTOMER SIGNATURE	DATE
-------------------	------	--------------------	------

Notes Pulled wire to the west half of project Repull new wire up pole light.

T&M Ticket #19

Performed on Aug 29, 2024
Reference #
Location
Ordered by Jeff Barrow
Status In Progress
Description DFAS SBIAA Parking lot repair

Labor (3)

Employee	Classification	Time Type	Hours
Hunter Joel (Performance Electric)	Foreman	Regular Time	8.0
Sturk Azary	Journeyman	Regular Time	8.0
Duplesis Elisha (Performance Electric)	Apprentice - 4yr	Regular Time	8.0
			Total: 24.0

Materials (9)

Material	Description	Unit	Quantity
#8 orange		lf	1000.0
Blue wire nuts		ea	200.0
Green #10 stranded		lf	1000.0
Gray #8		lf	1000.0
Led lamps 277 volt		ea	7.0
#8 yellow		lf	1000.0
Gray #10 stranded		lf	500.0
#8 brown		lf	1000.0
Yellow phase tape		ea	2.0
			Total: 5709.0

Equipment (2)

Equipment	Description	Unit	Quantity
Reach lift		hours	8.0
Service Truck		hours	8.0
			Total: 16.0

Attachments



[1724969008941.492920_tempImage.jpeg](#)

Approvals

COMPANY SIGNATURE	DATE	CUSTOMER SIGNATURE	DATE
-------------------	------	--------------------	------

Notes Due to title 24 they do not make the hi pressure sodium ballast and lamps anymore. I have installed 277volt led lamps. Continue pulling wire and make up.

T&M Ticket #20

Performed on	Aug 30, 2024	Reference #	
Location		Ordered by	Jeff Barrow
Status	Ready For Review		
Description	DFAS SBIAA Parking lot repair		

Labor (3)

Employee	Classification	Time Type	Hours
Hunter Joel (Performance Electric)	Foreman	Regular Time	8.0
Sturk Azary	Journeyman	Regular Time	8.0
Duplesis Elisha (Performance Electric)	Apprentice - 4yr	Regular Time	8.0
Total:			24.0

Materials (5)

Material	Description	Unit	Quantity
277v lamps		ea	8.0
Gray#8		lf	500.0
Green #10 stranded		lf	500.0
33+ black tape		ea	3.0
Yellow #10 stranded		lf	500.0
Total:			1511.0

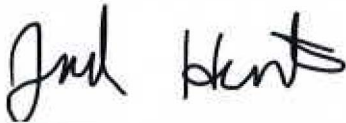
Equipment (2)

Equipment	Description	Unit	Quantity
Service Truck		hours	8.0
Reach lift		hours	8.0
Total:			16.0

Attachments

[C3B64238-5C44-4106-A05C-0EDCD6B634B7.jpg](#)[72BD7F04-059D-4401-9E44-4F2A612C7615.jpg](#)

Approvals



Aug 30, 2024

COMPANY SIGNATURE

Hunter Joel
Performance Electric

DATE

CUSTOMER SIGNATURE

DATE

Notes

Finish up pulling wire Install another 8 277v lamps I have placed an order for the remaining lamps 7

T&M Ticket #22

Performed on Sep 16, 2024 **Reference #** 1
Location **Ordered by** Jeff Barrow
Status Ready For Review
Description Demo old ballast and install new lamp Inspect wiring at hand hole Some wires were burned up from the welder

Labor (2)

Employee	Classification	Time Type	Hours
Duplesis Elisha (Performance Electric)	Apprentice - 4yr	Regular Time	8.0
Hunter Joel (Performance Electric)	Foreman	Regular Time	8.0
Total:			16.0

Materials (2)

Material	Description	Unit	Quantity
Led lamps		ea	8.0
Big blue wire nuts		ea	28.0
Total:			36.0

Equipment (2)



Equipment	Description	Unit	Quantity
Service Truck		hours	8.0
Reach lift		hours	8.0
Total:			16.0

Attachments



[1726509440904.539062_templImage.jpg](#)

Approvals



Sep 16, 2024

COMPANY SIGNATURE

DATE

CUSTOMER SIGNATURE

DATE

Hunter Joel

Performance Electric

Notes

T&M Ticket #23

Performed on Sep 19, 2024
Reference #
Location
Ordered by Jeff Barrow
Status In Progress
Description DFAS Parking lot repair Install time clock and contactor to control outside lights

Labor (2)

Employee	Classification	Time Type	Hours
Hunter Joel (Performance Electric)	Foreman	Regular Time	8.0
Duplesis Elisha (Performance Electric)	Apprentice - 4yr	Regular Time	8.0
Total:			16.0

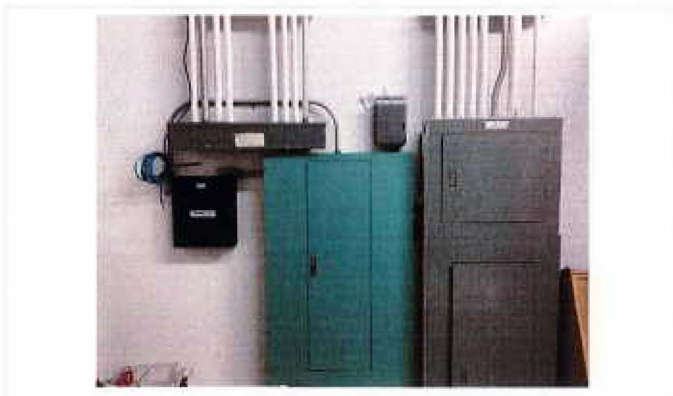
Materials (6)

Material	Description	Unit	Quantity
4 pole lighting contactor		ea	2.0
3/4" offset nipple		ea	1.0
Astro time clock 277volt		ea	1.0
3/4" lock nut		ea	2.0
Wire nuts		ea	16.0
3/4" plastic bushing		ea	2.0
Total:			24.0

Equipment (1)

Equipment	Description	Unit	Quantity
Service Truck		hours	8.0
Total:			8.0

Attachments



[482F3EF7-1F96-4CD7-A0E7-3646A873F575.jpg](#)

Approvals


COMPANY SIGNATURE

DATE

CUSTOMER SIGNATURE

DATE

Notes

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: December 11, 2024</p> <p>ITEM NO: 11</p> <p>PRESENTER: Jeff Barrow, Director of Development</p>
---	--

SUBJECT: APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH CORDOBA CORPORATION IN AN AMOUNT NOT TO EXCEED \$361,834.00 FOR THE 3RD STREET CORRIDOR ROADWAY REHABILITATION PROJECT

SUMMARY

The approval of this professional services agreement would authorize Cordoba Corporation to provide construction support services for all phases of construction of the 3rd Street Corridor Roadway Rehabilitation Project.

RECOMMENDED ACTION(S)

Approve the award of a professional services agreement with Cordoba Corporation in an amount not to exceed \$361,834.00 for the 3rd Street Corridor Roadway Rehabilitation Project; and authorize the Chief Executive Officer to execute all related documents.

FISCAL IMPACT

Subject to a proposed budget adjustment under consideration at this meeting, funding for these engineering services would be included in the then amended Inland Valley Development Agency (IVDA) Fiscal Year 2024-2025 Budget in the Capital Projects Fund, Account 50253 - 3rd and 5th Street, in the amount of \$361,834.00 for these services.

PREPARED BY:	Griselda Lizarraga
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Alka Chudasama
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

On April 13, 2022, the Inland Valley Development Agency (IVDA) Board adopted Resolution No. 2022-03 authorizing the submission of the 3rd Street Corridor Roadway Rehabilitation Project for consideration for Community Project Funding/Congressionally Directed Spending. These funds are administered by and through CalTrans District 8 on behalf of the U.S. Department of Transportation (DOT).

Cordoba Corporation was the original engineer of record that developed and approved the final bid packet including plans, specifications, and cost estimate for proposed roadway, utility, and infrastructure improvements along the 3rd Street Corridor.

Approval of this item will allow Cordoba Corporation to provide day-to-day construction support services, review and respond to contractor submittals, coordinate project work, and submit all necessary documentation during the bidding, construction, and closeout phases of the 3rd Street Corridor Roadway Rehabilitation Project. Cordoba Corporation will also provide materials testing, inspections, traffic design support, land surveying, and right of way (SOW) preparations, and has retained a qualified team of subconsultants for the timely completion of these services within funding requirements.

IVDA's standard form professional services contract would be used for this project. Work will be billed on a time and charges basis as requested by IVDA.

Staff recommends that the Board approve the recommended action.

Attachments:

1. Consultant Agreement



CORDOBA CORPORATION

SACRAMENTO • SAN FRANCISCO • SAN RAMON • CHATSWORTH
ONTARIO • LOS ANGELES • SANTA ANA • SAN DIEGO

December 3, 2024

Mr. Jeff Barrow
Director of Development
Inland Valley Development Agency (IVDA)
San Bernardino International Airport Authority (SBIAA)
1601 East 3rd Street, Suite 100
San Bernardino, CA 92408

**Re: Scope of Work and Fee Proposal for 3rd Street Corridor Widening Project:
Construction Support Services including ROW**

Dear Mr. Barrow:

Cordoba Corporation (Cordoba) is pleased to present our Construction Support Services Scope of Work and Fee Proposal for 3rd Street Corridor Widening Project from Del Rosa Drive to Victoria Avenue. The scope of work includes construction support activities for all phases of construction: Bidding Phase, Construction Phase, and Closeout Phase. Additionally, ROW services per the attached scope has been included as part of the construction support for this Project. The Cordoba Team proposes to perform the scope of work described herein on a time and materials basis for a fee not-to-exceed **\$361,834**.

As Project Manager, I would like to ensure my commitment to the Project. The effectiveness of our team is shown through the very active role our key staff is playing in the development of infrastructure programs at the San Bernardino International Airport.

We thank you for the opportunity and look forward to your approval. If you have any questions, please feel free to contact me at 714-308-7636 or via email rramirez@cordobacorp.com.

Regards,

CORDOBA CORPORATION

Roberto Ramirez, P.E.
Senior Project Manager



CORDOBA CORPORATION

INLAND VALLEY DEVELOPMENT AGENCY (IVDA)

Scope of Work

THE PERFORMANCE OF PREPARATION OF PLANS, SPECIFICATIONS, AND ESTIMATE
RELATED TO STREET INFRASTRUCTURE IMPROVEMENTS
IN CITY OF SAN BERNARDINO AND CITY OF HIGHLAND

FOR

**3rd STREET CORRIDOR WIDENING PROJECT:
DEL ROSA DRIVE TO VICTORIA AVENUE**

Construction Support Services

December 3, 2024

Contents

- I. Project Description**
- II. Scope of Work**

PROJECT DESCRIPTION

The Inland Valley Development Agency (IVDA) desires to construct infrastructure improvements along 3rd Street from Del Rosa Drive east to Victoria Avenue. IVDA has requested construction support services for these 3rd Street Corridor Widening Improvements. Cordoba shall be involved with bidding, construction, and closeout phases of the Project. Cordoba shall perform the activities required to undertake and accomplish these phases. The Cordoba team will provide comprehensive management, coordination, monitoring and reporting services as a construction advisor for all project activities.

The following sections provide the required tasks for the performance of this Scope of Work (SOW).

SCOPE OF WORK

Bidding Phase

The following activities will be completed under this task:

- Assist in preparing the advertisement for bid and marketing the project to prospective bidders
- Assist with field questions for potential bidders and issue addendums for clarification as necessary
- Assist with the bid opening
- Analyze the bid results and provide a written recommendation
- Assist in the award of a contract to the successful bidder and review of the contract and insurance documents
- Conduct a pre-construction meeting to discuss the project specifics and schedule

Construction Support

The following activities will be completed under this task:

- Provide consultation and advice to IVDA staff during all phases of construction.
- Review the contractors traffic control plan and assist in approval from the City of San Bernardino and City of Highland
- Review and process submittals and RFI's
- Attend weekly construction meetings
- Review Contract Change orders and/or extra work and provide recommendations
- Provide construction surveying/staking services on an as requested basis and will be performed under the "responsible charge" of a Professional Land Surveyor.
- **Provide Materials Testing and Inspection (per attached scope)**
- **Provide ROW Services (per attached scope)**
- **Provide Surveying Services support as needed per the following, but not limited to:**
 - Control support, monument verification, and preservation review
 - PLS review and construction support
 - Field design/as-built support
 - Miscellaneous post construction monument preservation
 - Staking and layout review of awarded contracted scope
 - Review daily cut sheets, field notes, and point data files
 - Exhibit and corner record mapping as necessary

Closeout Phase

The following activities will be completed under this task:

- Prepare contractor punch list for compliance with contract plans and specifications which identifies work to be completed by the contractor prior to final acceptance by IVDA.
- Coordinate to see that all project requirements from regional agencies with jurisdiction have been met.
- Coordinate final project inspection and compile final punch list
- Coordination of as-builts with Contractor
- Close out project and submit a final as-built drawings

INLAND VALLEY DEVELOPMENT AGENCY
 PLANS & SPECIFICATIONS AND ESTIMATE
 SERVICES RELATED TO FINAL DESIGN IMPROVEMENTS
 3rd Street Corridor Improvements - Del Rosa Drive to Victoria Avenue



CORDOBA CORPORATION

Construction Support Services
LABOR & LEVEL OF EFFORT COST BREAKDOWN

Prime Burdened Rates/Subconsultant Fees						Subconsultant Fees				TOTALS	
	\$239	\$172	\$199	\$146	\$80						
Staff/Title & Subconsultants	Project Manager	Senior Engineer (QA)	Project Engineer	CADD Designer	Project Administrator	Twining (Material Testing and Inspection)	KOA (Traffic Design Support)	VanLen Consultants (Surveying/Staking Support)	Monument (ROW Services)	Prime Consultant Total Hours	Total Labor Cost
Construction Support Services	144	0	352	168	104	\$64,428	\$25,000	\$29,500	\$80,350	768	\$336,590
Bidding Phase	24		48		16					88	\$16,568
Construction Support	96		240	120	64	\$64,428	\$25,000	\$16,900	\$80,350	520	\$280,022
Closeout Phase	24		64	48	24			\$12,600		160	\$40,000
LABOR SUBTOTALS	144	0	352	168	104	\$64,428	\$25,000	\$29,500	\$80,350	768	\$336,590
Other Direct Expenses	\$25,244										\$25,244
TOTAL PROJECT COST											\$361,834

October 10, 2024
Proposal No.: 24-2035

Roberto Ramirez, PE
Sr. Project Manager
Cordoba Corporations

Project: 3rd Street Corridor Widening Project - City Of San Bernardino And Highland

Subject: Proposal to Perform Construction Material Testing and Inspection

Dear Mr. Ramirez,

Twining, Inc. (Twining) is pleased to submit this proposal to provide construction inspection and material testing for the subject project in the Cities of San Bernardino and Riverside. We have prepared this proposal and cost estimate outlining the tasks required to fulfill this project's material testing and inspection tasks based on the plans provided in September 2024.

PROJECT OVERVIEW

Twining understands that the project involves the widening of 3rd Street, which includes placing 7 inches of asphalt over a 5-inch aggregate base, along with the construction of curbs, gutters, and bus pads. As the project schedule was not available at the time of proposal preparation, our cost estimate is based on our experience with similar-sized projects.

SCOPE OF SERVICES

Based on our understanding of the project, we propose to provide the following services:

- Task 1 - Project support, submittal review and pre-construction meetings
- Task 2 - Provide soil inspection and testing
- Task 3 - Provide concrete wall inspection
- Task 4 - Provide asphalt concrete construction inspection and testing
- Task 5 - Provide project management services and final QA documentation

Task 1 - Project Support, Submittal Review, and Pre-construction Meeting

Twining's Project Manager and Senior Field Inspector will be available for project support and will attend meetings with the City's project team. The project manager will also review submittals and will make recommendations concerning the project specifications and plans if requested.

Task 2 - Provide Soil Inspection and Testing

An experienced field inspector will be provided to observe the Cement treatment process compaction of aggregate base. The inspector will test the field density and will obtain representative samples for the laboratory maximum density testing.

Task 3 - Provide Concrete Inspection

An experienced concrete inspector will be provided to inspect the concrete reinforcement and concrete pour and will collect field samples, including concrete cylinders, for laboratory testing.

Task 4 - Provide Asphalt Construction Inspection and Testing

An experienced asphalt laydown inspector will be provided to observe the HMA laydown process.

- The HMA laydown inspector will observe the compaction temperature, rolling pattern, and measure the in-place HMA density.

Samples obtained from the plant will be transferred to Twining's laboratory for the following tests:

- Aggregate gradation;
- Asphalt Content;
- Lab Compacted Density; and
- Hveem Stability.

Task 5 - Provide Project Management Services and Final QA Documentation

Twining's project manager will coordinate all field and laboratory testing and will review all reports. Test results and daily reports will be sent to the City on a daily basis. Upon completion of the project, a Final QA report will be prepared and provided to the City for its records.

ESTIMATED FEE

We propose to provide the above-outlined services on a Time and Material basis for an estimated cost of **\$64,428**, according to the attached cost breakdown.

Any authorized services beyond the proposed scope will be based on the attached fee schedule. Our services will be provided on a time-and-materials basis in accordance with our approved fee schedule. Based on the bid item list and the project specifications, we have assumed quantities and durations. We have attempted to be realistic in our estimates; please note that we provide our services in conjunction with the construction schedule. Any change in the number of days or hours per day will impact our budget. We



4811 Airport Plaza Dr.,
Suite 220,
Long Beach, CA 90815

Tel 562.426.3355
Fax 562.426.6424

will attempt to coordinate our services with your Project Engineer to efficiently service the project.

LIMITATIONS

Please notify us immediately if the proposed scope of services does not meet your current needs, or if any significant changes are made to the proposed project limits so that we can revise our scope of services. Revision of the scope of services may affect the estimated fee. The proposed scope of services is consistent with the level of care and skill ordinarily exercised by engineering professionals with experience in this area. No warranty, either expressed or implied, is made.

CLOSURE

Twining appreciates the opportunity to submit our proposal for your consideration as we continue to demonstrate our high level of service and commitment to a successful project. We ask that you contact any member of our team should you require any further information or need clarification on the information submitted in this proposal.

Should you have any questions or comments, please contact the Amir Ghavibazoo at (562) 900-5258.

Respectfully submitted,
TWINING, INC.

Amir Ghavibazoo, Ph.D.
Director Asphalt Engineering and Pavement Design

Attachments: Cost Estimate Breakdown
Fee Schedules

November 25, 2024

Mr. Roberto Ramirez
Senior Project Manager
Cordoba Corporation

Sent via email to RRamirez@cordobacorp.com

**RE: Proposal to Provide Right-of-Way Valuation and Acquisition Services
IVDA 3rd Street Corridor Widening Project**

Dear Mr. Ramirez,

Monument is pleased to present Cordoba with this proposal to provide right-of-way valuation and acquisition services in connection with the 3rd Street Improvement Project. We look forward to serving Cordoba and the Inland Valley Development Agency (IVDA) and are committed to providing the professional services required to complete this project.

Monument specializes in providing professional real estate and right-of-way services to our public agency clients. Our team of real estate professionals specialize in project management, right-of-way, and utility services for large and small public infrastructure projects, including numerous transportation, utility, pipeline, and flood control projects. Our staff has intimate knowledge of public sector requirements and possesses the sensitivity to work effectively with a broad range of stakeholders and operates in conformance with all state and federal laws including the Uniform Relocation Assistance and Real Property Acquisition Policies Act, 49 CFR Part 24, as well as the Caltrans Right-of-Way Manual.

PROJECT UNDERSTANDING

IVDA is planning to construct improvements along 3rd Street between Del Rosa Drive and Sterling Avenue in the cities of San Bernardino and Highland. Cordoba is providing engineering design services and Transtech is providing right-of-way engineering support. While the proposed improvements can be constructed within the existing right-of-way, the project will require the acquisition temporary construction easements to provide the contractor sufficient workspace. Twelve parcels have been identified that will require a temporary construction easement and two of the parcels are held by the same owner, resulting in 10 acquisitions. The right-of-way acquisition program must comply with the Caltrans Local Assistance Procedures Manual, the Uniform Act, and other applicable state and federal laws and regulations due to federal funding requirements.

MONUMENT STAFF

Monument designates Vince McCaw, a Senior Project Manager, to manage the right-of-way acquisition program. He will be supported by Mr. Joey Mendoza, a Principal of the firm. Below is a brief resume for Mr. McCaw for your reference.

Vince has more than 25 years of experience in the right-of-way and real estate services industry. He is hands-on in his management of acquisition, business and residential relocation assistance, title review, and escrow coordination. Vince has built an impressive resume by managing countless capital improvement projects, involving large and small, complex and time-critical, design-bid-build and design-build projects throughout Southern California. As a recognized leader in the right-of-way profession in Southern California, Vince has deep knowledge of the regional real estate market, and strong relationships with local stakeholders. Vince has

delivered thousands of parcels for various clients including LA Metro, RCTC, SBCTA, LOSSAN, and SANDAG, just to name a few. It is the combination of Vince's experience, dedication, leadership, and critical thinking that makes him a successful project manager and an asset to this project.

SCOPE OF WORK

Monument proposes to perform the following scope of work, which includes valuation waivers, property acquisition, Caltrans certification, and project management, as described below:

A. Project Management:

Monument's Project Manager and key staff will be responsible for the technical and administrative functions required to provide right-of-way services on the Project. The management team will plan, organize, supervise, coordinate, and administer the various elements of the right-of-way scope of work.

- Monument will arrange a kickoff meeting with Cordoba and IVDA to identify acquisition issues, and/or to discuss project status, procedural issues, budget, and schedules.
- Participate in in-person Project coordination meetings (up to 5) with IVDA and Cordoba to communicate project updates, coordinate right-of-way issues and make recommendations to IVDA on policy development, risk mitigation and general project consultation.
- Prepare and deliver written progress status reports for acquisition cases.
- Schedule regular internal meetings with all Monument staff to ensure that project deliverables and services stay on schedule and within budget.
- Prepare and maintain a Quality Assurance/Quality Control (QA/QC) plan throughout the duration of the Project. The QA/QC plan is intended to ensure that maps, reports, plans, studies, estimates, offer documents, agreements and other documents submitted under this Scope of Work are complete, accurate, checked, and proofread to meet professional standard practices.
- Update each parcel file checklist (our QA/QC Manager, will conduct weekly reviews of the project reporting to ensure compliance with IVDA and regulatory compliance).
- Finalize all work product, provided services, and prepare and deliver presentations to IVDA staff and key stakeholders, as appropriate.
- Assist IVDA with any file audits.

B. Waiver Valuation in Lieu of Appraisal

For federally funded projects, an appraisal is not required if it determined the value of the proposed acquisition is uncomplicated and the fair market value is estimated at \$10,000 or less. Accordingly, Monument will prepare a valuation report by utilizing the "Waiver Valuation in Lieu of Appraisal" procedures described under 49 CFR 24.102(c)(2) and Section 07.02.13, Chapter 7 of the Caltrans Right of Way Manual. Waiver Valuations are suitable for purposes of establishing the Amount of Just Compensation and conduct good faith negotiations, however, they cannot be used for eminent domain proceedings.

- Monument will prepare and mail a "Notice of Decision to Inspect" to the property owner with the appropriate Acquisition Brochure and Title VI information and request permission to conduct an on-site inspection of the property.
- Review design plans, title information, legal descriptions and plat maps, and any other information pertaining to the subject property.
- Perform an inspection of the subject property with the owner and document and photograph the use, special features and any site improvements within the proposed acquisition area.

- Research and analyze relevant market information and formulate the valuation amount of the proposed acquisition.
- Prepare a “Waiver Valuation in Lieu of Appraisal” report utilizing the Caltrans form 7-EX-21A provided in Chapter 7 “Appraisal” in the Caltrans Right of Way Manual.

In the event negotiations reach an impasse, IVDA and Cordoba will evaluate if the proposed improvements can construct the project within the existing right-of-way and the TCE can be avoided. If the TCE is required, Monument will commence the formal appraisal process and work with IVDA to present a revised offer and initiate the condemnation process with IVDA’s legal counsel. Monument will not proceed with the appraisal and re-negotiation effort until IVDA approves the revised scope and fee.

C. Acquisition and Negotiation

Monument will provide right-of-way delivery services required for IVDA to purchase right-of-way required to construct the Project. The tasks will be performed in accordance with applicable Federal, State, and local regulations, Caltrans Policies and Procedures, and IVDA’s Right-of-Way Policies and Procedures.

Monument will provide the following services under the direction of IVDA staff:

- Provide the Acquisition and Negotiations Services to acquire the property interests required for the Project in a timely, efficient manner and at a reasonable cost. Work shall be performed in accordance with Caltrans and IVDA’s Policies and Procedures and applicable Federal, State, and local regulations.
- Coordinate and manage the acquisition process with IVDA, legal counsel, design team, property owners, and tenants along with the title company, and other consultants to insure effective cross-discipline communications.
- Review right-of-way plans, waiver valuations, title reports, mapping and legal descriptions and all other pertinent documents.
- Prepare acquisition offer packages consisting of IVDA’s written purchase offer, acquisition brochure, acquisition agreement, conveying instruments (Grant Deed, Permanent and/or Temporary Easements, etc.), Certificate of Acceptance, recommendation of Amount of Just Compensation, plat maps and legal descriptions, and Title VI Information.
- Monument’s acquisition agent will meet personally with each property owner to present IVDA’s purchase offer, explain the project design requirement, and inform him or her of IVDA’s right-of-way acquisition process.
- Negotiate personally in good faith with each property owner, his/her agent or representative and discuss valuation of the property interests, gather information from the property for consideration and address any questions or concerns that may arise during the acquisition process.
- Establish and maintain an acquisition file for each property owner or property interest acquired and maintain a file checklist pursuant to IVDA’s specifications.
- As may be required to secure Right of Entry Agreements; licenses or permits from property owners for purposes of performing hazardous waste, archeological and other inspections.
- Promptly transmit executed documents (acquisition agreements, executed deeds, rental agreements, statements of information, offset statements, and the like) to IVDA for acceptance and processing. A report summarizing the pertinent information relative to the transaction will be included.
- Prepare and submit a Letter of Recommendation to IVDA for any proposed administrative settlements with property owners. The letter will include a chronology of the negotiation efforts, provide supporting evidence and documentation and an explanation of the benefits and rationale behind the recommendation.

- Recommend condemnation action when negotiations have reached an impasse. The required justification will be submitted in writing to IVDA. Our primary goal will be to reach an acceptance of the offer with each property owner. We will work with IVDA in recommending solutions to achieve acceptance of the offer.

D. Right-of-Way Certification

Monument will prepare and submit to Caltrans, and FHWA, if necessary, a right-of-way certification form and other required documents in accordance with the Caltrans Right of Way Manual and FHWA requirements.

PROPOSED FEE

Monument proposes to perform the requested right-of-way valuations and acquisition services described herein on an hourly basis (time and materials) for a fee not-to-exceed **\$80,349.76**. Attached is a Form 60 that identifies Monument's team, the allocated hours and billing rates and our company overhead rate.

We appreciate the opportunity to submit our proposal for your consideration. Please call me if you have any questions or would like additional information. I am an authorized representative of Monument and have the authority to sign all necessary agreements. I can be reached on my cell phone at (949) 378-0687 or by email at jmendoza@monumentrow.com.

Sincerely,



Joey Mendoza
Vice President



TO: Inland Valley Development Agency Board

DATE: December 11, 2024

ITEM NO: 12

PRESENTER: Myriam Beltran, Manager of Planning & Programs

SUBJECT: CONSIDER AND DISCUSS A REPORT ON GRANT INITIATIVES

SUMMARY

An oral report will be provided at the time of the meeting.

RECOMMENDED ACTION(S)

Consider and discuss a report on Grant Initiatives.

FISCAL IMPACT

None. For consideration and discussion.

PREPARED BY:	Michelle Casey
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

An oral report and presentation will be provided at the time of the meeting.

Attachments:

1. PowerPoint Presentation.



Inland Valley Development Agency GRANT INITIATIVES

December 11, 2024

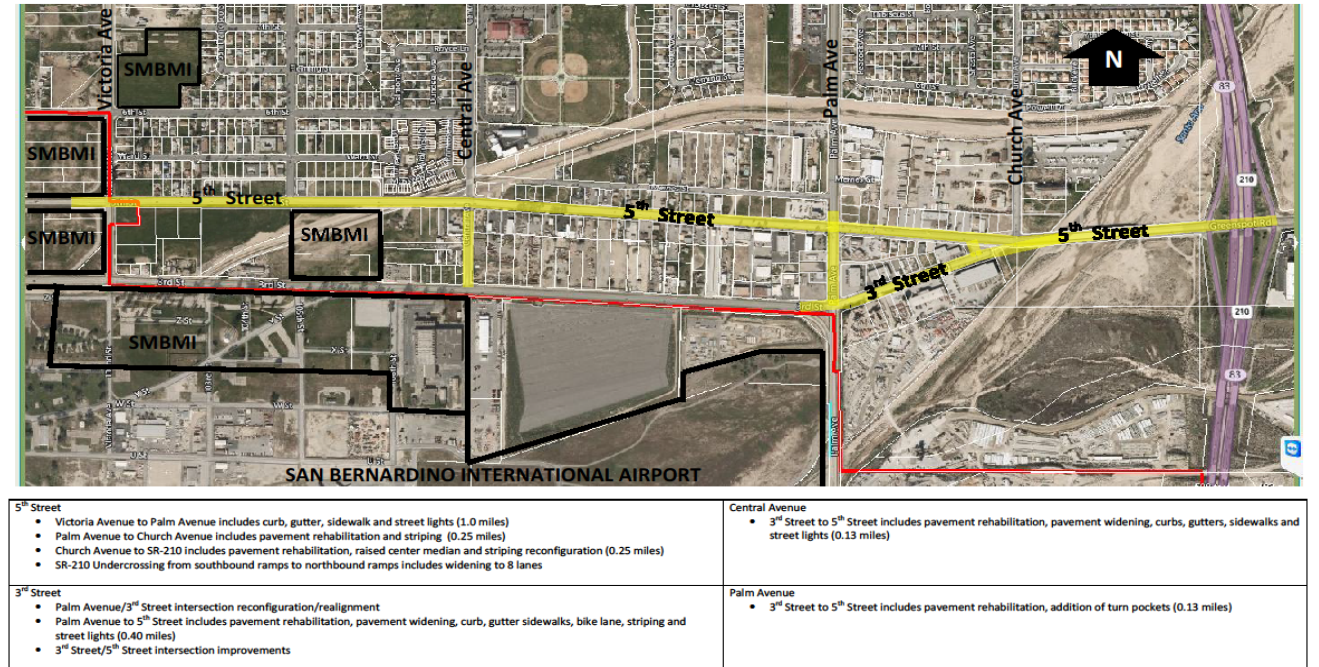


INFRASTRUCTURE

3rd and 5th Street Corridor Improvements Project

- **EDA Grant:** In partnership with SMBMI and City of Highland
- **Engineering:** Hernandez, Kroone and Associates
- **Estimated Project Cost:**
\$11,997,968

Project Completed, 2024

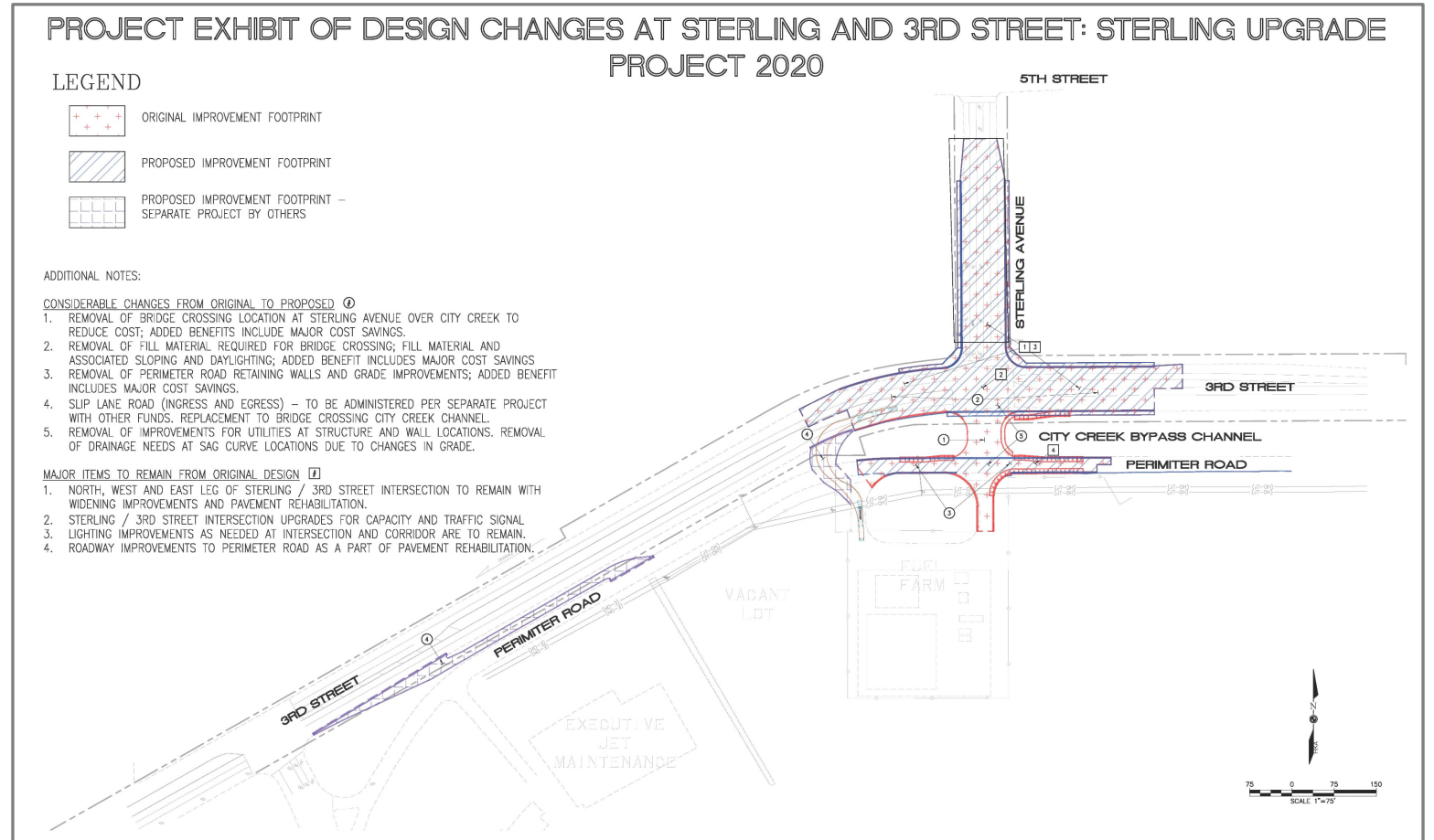


2017 Economic Development Agency (EDA) Public Works and Economic Adjustment Assistance Grant Program
Project Proposal to Support Economic Development, Faster Job Creation, and Attract Private Investment in Economically Distressed Areas of Highland and San Bernardino


INFRASTRUCTURE

Sterling Avenue Improvements


- Between 3RD and 5TH Streets
- EDA Grant No. 07-01-07779
- Aerial Exhibit



3rd Street Corridor Project

- 

INLAND VALLEY DEVELOPMENT AGENCY
 3rd Street Corridor
 (between Victoria Ave. to Del Rosa Ave.)
 AERIAL EXHIBIT



Project limits ▬
-

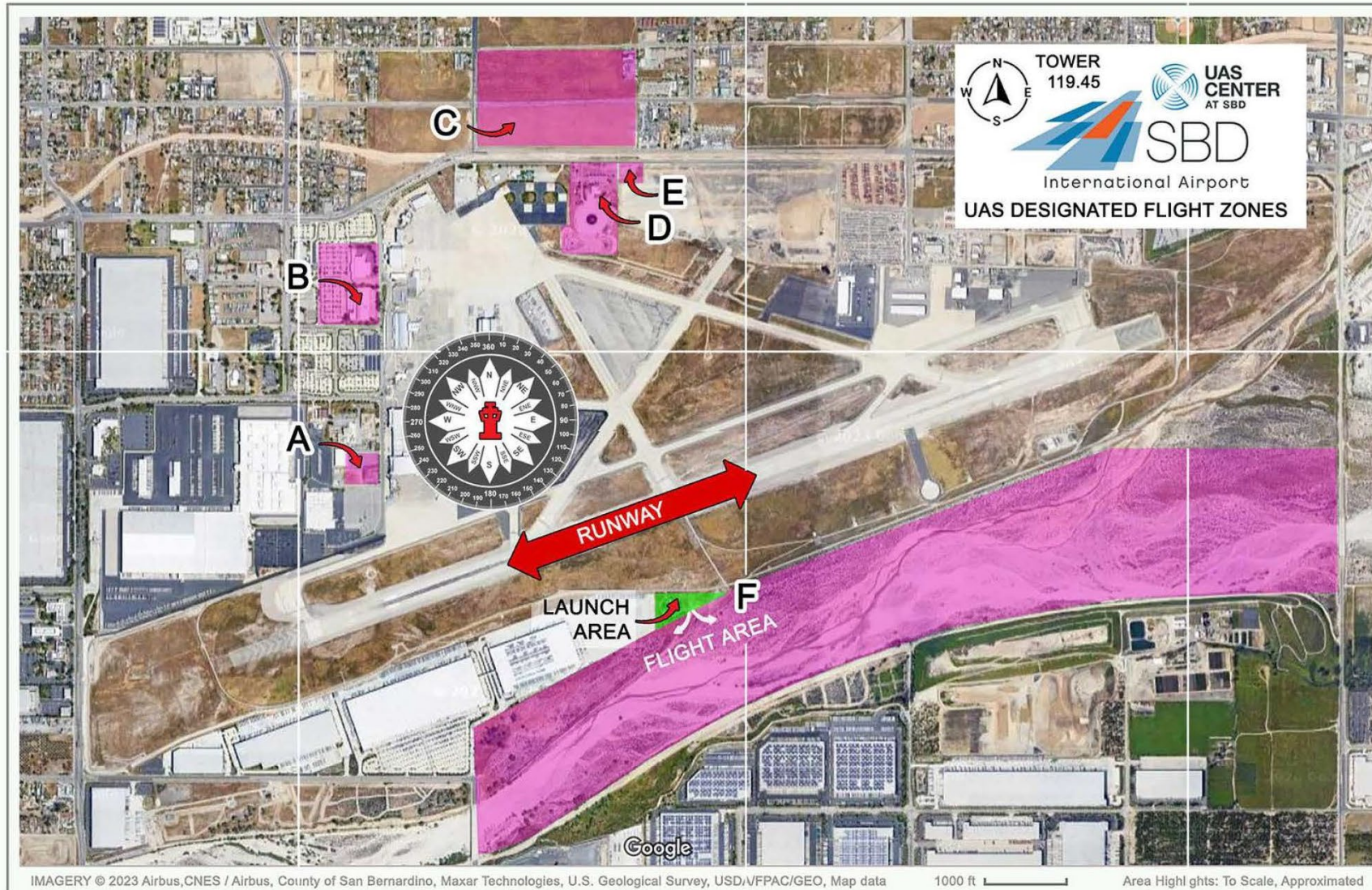
INFRASTRUCTURE


EV Charging Stations

Potential
DC/FC Fast
Charger
Opportunity
Early 2025



UAS Center at SBD



	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: December 11, 2024</p> <p>ITEM NO: 13</p> <p>PRESENTER: Michael Burrows, Chief Executive Officer</p>
---	--

SUBJECT: REVIEW STATUS OF THE ACTION PLAN FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) THROUGH DECEMBER 31, 2024

SUMMARY

On December 9, 2015, the IVDA Board adopted a Strategic Plan, and in 2020 updated its Business plan, which identify key dates and deliverables in an effort to focus Inland Valley Development Agency (IVDA) Staff and resources to increase organizational and operational efficiencies and results.

RECOMMENDED ACTION(S)

Review the Action Plan for the Inland Valley Development Agency through December 31, 2024.

FISCAL IMPACT

None. The proposed plan identifies staff resources for which funding is included in the General Fund of the adopted Inland Valley Development Agency (IVDA) Budget for Fiscal Year 2024/25.

PREPARED BY:	Michael Burrows
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Alka Chudasama
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
FINAL APPROVAL:	IVDA Board

BACKGROUND INFORMATION

The Action Plan identifies key dates and deliverables in an effort to focus Inland Valley Development Agency (IVDA) Staff and Resources to increase organizational and operational efficiencies.

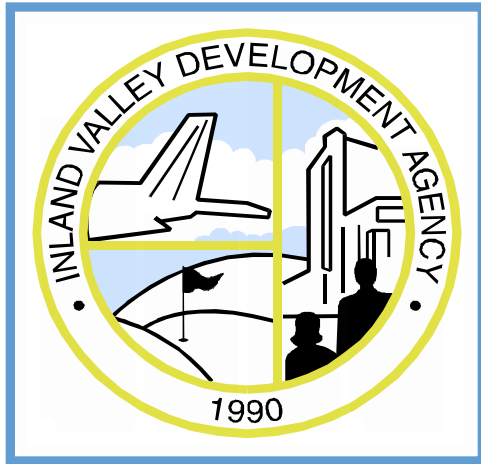
This status is offered for consideration and review. Updates and adjustments should be made, as appropriate, at each monthly interval.

For review and discussion.

Attachments:

1. IVDA Action Plan.

December 31, 2024 – IVDA Focal Areas



JPA Obligations

UAS Center at SBD

Amended ROPS

Alliance-California Obligations

Northgate Development

Gateway South Development

Economic Development
Programs

Inland Valley Infrastructure
Corridor

Sterling Avenue

Grant Programs & Initiatives



Inland Valley Development Agency

Action Plan for IVDA (12/31/24)

Month	Key Initiative	Key Resources	Completion Date
July, 2024	Updated Action Plan; UAS Center; IVIC EIR	IVDA Board & Committee, CEO, General Counsel, Director of Finance, Staff	July 31, 2024
August, 2024	Sterling Avenue; Airport Roadways	IVDA Board & Committee, CEO, Director of Finance, Staff	August 31, 2024
September, 2024	Prepare Amended ROPS; EDA CEDS Update; IVDA Website Update	IVDA Board & Committee, CEO, Director of Finance, Staff	September 30, 2024
October, 2024	Quarterly Financials; Economic Development Initiatives; Business Plan Priorities	IVDA Board & Committee, Oversight Board, Director of Finance, Clerk of Board, Staff	October 31, 2024
November, 2024	Report on Grant Programs & Legislative Initiatives	IVDA Board & Committee, CEO, Director of Finance, Staff	November 30, 2024
December, 2024	Complete Annual Audit; Business Plan Review	IVDA Board & Committee, CEO, Director of Finance, Staff	December 31, 2024

IVDA Action Plan – Implementation



December, 2024

Sub-Initiative Status:



Incomplete

In Process

Completed

Amended ROPS
(IVDA Oversight Board)

Grant Program Report &
Initiatives

JPA and Interagency Revenues
and Resources

Alliance-California Obligations
Northgate Development
Gateway South Development

Economic & Community
Development Initiatives

Inland Valley Infrastructure
Corridor
Sterling Avenue

Business Plan Review

