



EL DORADO TRANSIT

County of El Dorado
Board of Supervisors Meeting Room
330 Fair Lane, Bldg. A
Thursday, April 4, 2019; 1:00 PM

EL DORADO COUNTY TRANSIT AUTHORITY Regular Meeting

Chairperson: Mark Acuna, City of Placerville Councilmember
Vice Chairperson: John Hidahl, County of El Dorado Supervisor, District I
Shiva Frentzen, County of El Dorado Supervisor, District II
Kara Taylor, City of Placerville Councilmember
Brian Veerkamp, County of El Dorado Supervisor, District III

- Patty Borelli, Alternate for City Councilmembers
- Lori Parlin, Alternate for Board of Supervisors, District IV

Executive Director: Mindy Jackson

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

RECESS TO CLOSED SESSION

Closed Personnel Session Pursuant to Government Code Section 54954.5 PUBLIC EMPLOYMENT Title: Executive Director

Closed Personnel Session Pursuant to Government Code Section 54957.6 Concerning Labor Negotiations with the Transit Operator's Bargaining Unit. The designated representatives for the El Dorado County Transit Authority are Executive Director Mindy Jackson and Legal Counsel Michael Tucker

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

ROLL CALL

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda with one single vote. A Board member may request an item to be removed from the Consent Calendar for discussion and possible action, and the item will be moved from Consent and heard as a separate item. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

OPEN FORUM

At this time, any person may comment on any item that is not on the agenda. Please state your name and address for the records. Action will not be taken on any item that is not on the agenda.

Please limit your comments to no more than three (3) minutes. Please give any written material presented at the meeting to the clerk for public record.

1. <u>CONSENT CALENDAR</u>	<u>PAGE</u>
A. Approve Conformed Minutes of Regular Meeting March 7, 2019	4
B. Receive and File February 2019 Check Registers	8
C. Receive and File February 2019 Ridership Reports	10
D. Adopt Resolution No. 19-10 Authorizing the El Dorado County Transit Authority and the Executive Director to execute all documents for the Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP), Fiscal Year 2018/19	14
E. Approve Vehicle Replacement Plan for Fiscal Years 2018/19 through 2024/25	18
F. 1. Approve Purchase Order No. 24270 issued to Gillig LLC for Acquisition of replacement parts	21
2. Approve Purchase Order No. 24271 issued to Steve Stymeist Collision Center for repair	
3. Authorize Executive Director to execute all documents including but not limited to purchase orders and requisitions up to 1% of initial purchase order to facilitate project completion	
G. 1. Contract award for Mobile Radios per RFP 19-01 consistent with the bid documents	25
2. Approve Purchase Order No. 24272 issued to Pipo Communications	
3. Authorize the Executive Director to execute all documents related to RFP 19-01	
H. 1. Contract award for Repeater Systems per RFP 19-02 consistent with the bid documents	28
2. Approve Purchase Order 24273 issued to Pipo Communications	
3. Authorize the Executive Director to execute all documents related to RFP 19-02	
I. Approval of Purchase Orders above \$25,000 for Fiscal Year 2019/20	31
J. Approve Designation of Surplus Property as Per Itemized Property Inventory List	61
K. 1. Approve Professional Services Agreement (PSA) with RTS Computer Services for Computer and Network Support Service for Fiscal Year 2019/20	63

1. **CONSENT CALENDAR CONTINUED** **PAGE**
2. Approve Purchase Order No. B25024 for an amount not-to-exceed \$70,000.00 for Informational Technology Support during Fiscal Year 2019/20
- L. 1. Adopt Resolution No. 19-11 Adopting the Allocation Plan for Fiscal Year 2019/20 100
2. Adopt Resolution No. 19-12 Approving the Salary Schedule for Fiscal Year 2019/20
2. **ACTION ITEMS**
- None
3. **INFORMATION ITEMS**
- A. Quarterly Newsletter 107

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED
EL DORADO COUNTY TRANSIT AUTHORITY BOARD MEETING
Thursday, May 2, 2019 1:00 P.M.
County of El Dorado
Board of Supervisors Meeting Room
330 Fair Lane, Bldg A
Placerville, CA 95667

The El Dorado County Board of Supervisors Meeting Room is accessible for persons with disabilities. In compliance with the Americans with Disabilities Act, if you require modification or accommodation to participate in this meeting, please contact El Dorado County Transit Authority by telephone at (530) 642-5383 or by fax at (530) 622-2877. Requests must be made as early as possible and at least one full business day before the start of the meeting.

To listen to open session portions of the meeting in real time, dial (530) 621-7603. This specialized dial in number is programmed for listening only and is operable when the audio system inside the meeting room is activated. Please be advised that callers will experience silence anytime the Board is not actively meeting, such as during Closed Session or break periods.

The Agenda is also available on the website www.eldoradotransit.com



EL DORADO TRANSIT

County of El Dorado
Board of Supervisors Meeting Room
330 Fair Lane, Bldg. A
Thursday, March 7, 2019; 1:00 PM

EL DORADO COUNTY TRANSIT AUTHORITY Conformed Minutes

Chairperson: Mark Acuna, City of Placerville Councilmember
Vice Chairperson: John Hidahl, County of El Dorado Supervisor, District I
Shiva Frentzen, County of El Dorado Supervisor, District II
Kara Taylor, City of Placerville Councilmember
Brian Veerkamp, County of El Dorado Supervisor, District III

- Patty Borelli, Alternate for City Councilmembers
- Lori Parlin, Alternate for Board of Supervisors, District IV

Executive Director: Mindy Jackson

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairperson Acuna at 1:00 PM and the pledge was recited.

RECESS TO CLOSED SESSION

Closed Session Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators concerning discussions with Unrepresented Regular Employees and Unrepresented Regular Management Employees of the El Dorado County Transit Authority. The designated representatives for the El Dorado County Transit Authority are Executive Director Mindy Jackson and Legal Counsel Michael Tucker

Closed Personnel Session Pursuant to Government Code Section 54957.6 Concerning Labor Negotiations with the Transit Operator's Bargaining Unit. The designated representatives for the El Dorado County Transit Authority are Executive Director Mindy Jackson and Legal Counsel Michael Tucker

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

Nothing to report out

ROLL CALL

Directors Present: Mark Acuna, Shiva Frentzen, John Hidahl, Kara Taylor, Brian Veerkamp

A quorum was present.

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda with one single vote. A Board member may request an item to be removed from the Consent Calendar for discussion and possible action, and the item will be moved from Consent and heard as a separate item. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

It was moved and seconded to adopt the agenda and approve the consent calendar with no changes.

M/S: Frentzen/Taylor

Ayes: Acuna, Frentzen, Hidahl, Taylor, Veerkamp

OPEN FORUM

None

1. CONSENT CALENDAR

- A.** Approve Conformed Minutes of Regular Meeting February 7, 2019
- B.** Receive and File January 2019 Check Registers
- C.** Receive and File January 2019 Ridership Reports
- D.** Adopt Resolution No. 19-09 Authorizing Financial Transactions by Newly Elected Officers and the Executive Director
- E.** Approve funding Operating Reserve utilizing Advertising and Miscellaneous revenue accounts for fiscal year 2018/19
- F.** Adopt Resolution No. 19-06 Authorizing the Executive Director to Claim Transportation Development Act (TDA) Funds for Fiscal Year 2019/20
- G. 1.** Approve Prefunding of Other Post-Employee Benefit Program for fiscal year ending June 30, 2019 in the amount of \$57,407
- 2.** Approve Purchase Order No. 24264 issued to CalPERS, Fiscal Services Division
- 3.** Authorize Executive Director to execute all documents necessary for continued participation

- H. Adopt Resolution No. 19-03 Approving the Salary Schedules for years 2012-2017 as required under the California Code of Regulations Section 570.5 and Government Codes Sections 20636, 20636.1 and 7522.34(a)
- I. Adopt Resolution No. 19-04 Approving the Revised Salary Schedule for Fiscal Year 2017/2018 to include the salary band for the Executive Director Job Classification

2. **ACTION ITEMS**

- A. 1. Adopt Resolution No. 19-07 to Adopt Preliminary Operating Budget for Fiscal Year 2019/20
- 2. Approve Proposed Allocation Plan and Draft Organizational Chart Fiscal Year 2019/20

Action:

- 1. **Adopt Resolution No. 19-07 to Adopt Preliminary Operating Budget for Fiscal Year 2019/20**
- 2. **Approve Proposed Allocation Plan and Draft Organizational Chart Fiscal Year 2019/20**

M/S: Veerkamp/Taylor

Ayes: Acuna, Frentzen, Hidahl, Taylor, Veerkamp

- B. Adopt Resolution No. 19-08 Adopting the Preliminary Capital Improvement Plan and Budget for Fiscal Year 2018/19

Action:

Adopt Resolution No. 19-08 Adopting the Preliminary Capital Improvement Plan and Budget for Fiscal Year 2018/19

M/S: Hidahl/Taylor

Ayes: Acuna, Frentzen, Hidahl, Taylor, Veerkamp

- C. Receive and File the El Dorado County Transit Authority Fiscal Year 2018/19 Six-Month Administrative Operations Report for the period July 1, 2018 through December 31, 2018

Action:

Receive and File the El Dorado County Transit Authority Fiscal Year 2018/19 Six-Month Administrative Operations Report for the period July 1, 2018 through December 31, 2018

M/S: Hidahl/Taylor

Ayes: Acuna, Frentzen, Hidahl, Taylor, Veerkamp

3. INFORMATION ITEMS

A. 2018 Safe Driving Award Recipients

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

Chairperson Acuna adjourned the meeting at 1:40 PM. The next regularly scheduled meeting is Thursday, April 4, 2019.

* Verbal Report

Respectfully Submitted,

Megan Wilcher
Secretary to the Board

AGENDA ITEM 1 B
Consent Item

MEMORANDUM

DATE: April 4, 2019
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Receive and File February 2019 Check Register

REQUESTED ACTION:
BY MOTION,

Receive and File February 2019 Check Register

BACKGROUND

The following check register includes routine transactions for the month of February 2019. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Three (3) items merit further detail;

Check #32595 – EDCTC - El Dorado County Transportation Commission.....\$3,074.33
This check pays an obligation for local match portion of a Federal Transit Administration (FTA) Section 5304 grant for the County Line Transit Center Study using Local Transportation Funds (LTF).

Check #32902 – Steve Stymeist Collision Centers.....\$11,271.75
This check pays an obligation for damage repairs done on MCI Commuter bus #1202 using Local Transportation Funds (LTF).

Check #104 – Talley Inc.....\$1,147.76
This check pays the obligation for Radio System cabling items for a dedicated frequency using California Transit Security Grant Program-California Transit Assistance Funds (CTSGP-CTAF) funds; CIP Project #18-06.

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
February 2019

Date	Num	Name	Memo	Amount
02/07/2019	32882	A-Z BUS SALES	Parts and Supplies	1,673.76
02/07/2019	32883	ABSOLUTE GLASS INC	Replace Windshield #1607	336.71
02/07/2019	32884	ADM SCREENING	Random & Pre-Employ Screening - Jan 2019	800.00
02/07/2019	32885	AFTERMARKET PARTS CO LLC	Parts and Supplies	5,987.47
02/07/2019	32886	ALL CLEAN COMMERCIAL JANITORIAL SERVICE	Janitorial Services - January 2019 - Final Payment	675.00
02/07/2019	32887	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Employee Paid Premium - February 2019	110.46
02/07/2019	32888	AT&T MOBILITY	Monthly Utilities	186.92
02/07/2019	32889	BUS & EQUIPMENT REPAIR OF CA	Cylinder Rollstop Braun #0707	380.30
02/07/2019	32890	C & H MOTOR PARTS	Parts and Supplies	424.92
02/07/2019	32891	CAMPORA PROPANE	Fill Propane Tank - Shop	690.12
02/07/2019	32892	DAWSON OIL	Fuel Purchases - January 2019	45,024.62
02/07/2019	32893	EDCTC	County Line Transit Center Study Contract Mgmt	3,074.33
02/07/2019	32894	EL DORADO DISPOSAL	Monthly Utility - January 2019	307.54
02/07/2019	32895	GILLIG LLC	Parts and Supplies	1,629.21
02/07/2019	32896	MAG LANDSCAPING INC	January 2019 - Landscaping Service	690.00
02/07/2019	32897	MISSION UNIFORM SERVICE	Mats, Uniforms	269.43
02/07/2019	32898	OPERATING ENGINEERS - MEDICAL	Health Premium - February 2019	54,439.00
02/07/2019	32899	PACIFIC GAS & ELECTRIC	Monthly Utilities	3,162.60
02/07/2019	32900	RON DUPRATT FORD	Parts and Supplies	755.31
02/07/2019	32901	RTS IT INC	ITCare Cloud & Local Back-Up Service	4,592.50
02/07/2019	32902	STEVE STYMEIST COLLISION CNTRS	Repair Body/Paint #1202	11,271.75
02/07/2019	32903	SUN LIFE FINANCIAL	LTD/Life Premium - February 2019	2,983.02
02/07/2019	32904	TOWN CENTER EAST LP	Lease Pymt for February 2019 P&R	700.00
02/07/2019	32905	TRANSIT MARKETING LLC	Direct Mailers with Free Ride Tickets Rtes 40 & 70	547.50
02/08/2019	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Medical Premium - February 2019	37,942.37
02/12/2019	104	TALLEY INC	Coax Cable for Radio System	1,147.76
02/14/2019	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE FEB. 8, 2019	7,341.26
02/14/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #3	11,885.21
02/14/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #3 SUPP.	7,687.75
02/14/2019	32906	MINUTEMAN PRESS	Postage Plus 1/2 Remaining Cost	2,635.54
02/14/2019	32907	RTA	Staff Training - EP & AK	140.00
02/14/2019	32908	VISA	Monthly Reconciled Charges	6,510.72
02/14/2019	32909	WESTGATE CENTER FOR LEADERSHIP	Transit & Para-Transit Mgmt Cert Prog	2,490.00
02/22/2019	32910	ABSOLUTE GLASS INC	Windshield Repair #1802	45.00
02/22/2019	32911	AIR & LUBE SYSTEMS INC	Maintenance on Shop Lifts	204.00
02/22/2019	32912	AT&T / CALNET 3	Monthly Utilities	420.21
02/22/2019	32913	AUTOZONE	Parts and Supplies	685.66
02/22/2019	32914	CAPITOL CLUTCH & BRAKE	Parts and Supplies	2,458.13
02/22/2019	32915	CELL ENERGY	Fleet Batteries	1,914.38
02/22/2019	32916	ECO SIGNS	Replace Light CTC P&R, Cambridge P&R	710.90
02/22/2019	32917	EDC FAIR ASSOCIATION, INC.	Fair Grounds P & R Lease 2019	150.00
02/22/2019	32918	EL DORADO IRRIGATION DISTRICT	Monthly Utilities	108.13
02/22/2019	32919	EMP. MISC. REIMBURSEMENT	Retirement Cake - B'B	100.00
02/22/2019	32920	FACTORY MOTOR PARTS	Parts and Supplies	484.86
02/22/2019	32921	FASTENAL	Bus Cleaning Supplies / Safety Supplies	507.98
02/22/2019	32922	FLEMING DISTRIBUTING CO.	Additives PM Services	566.71
02/22/2019	32923	G & O BODY SHOP INC	Towing Fees #1704 #1705 #1703 #0608	1,765.00
02/22/2019	32924	GCR TIRES & SERVICE	Tires #1706 #1005 #1008	3,722.73
02/22/2019	32925	HUNT & SONS INC	Fuel, Bulk Oil Purchases - January 2019	2,337.23
02/22/2019	32926	J. C. NELSON SUPPLY CO.	Janitorial Supplies	163.69
02/22/2019	32927	O'REILLY AUTO PARTS	Parts and Supplies	995.75
02/22/2019	32928	PACIFIC MATERIAL HANDLING SOL INC	Transmission Service - Forklift	1,027.22
02/22/2019	32929	RAMOS ENVIRONMENTAL SERVICES	Used Oil / Water Pick Up	1,061.66
02/22/2019	32930	RIEBES AUTO PARTS	Parts and Supplies	294.52
02/22/2019	32931	SIERRA NEVADA TIRE & WHEEL	Tires #0902	1,919.94
02/22/2019	32932	TERRIE Y. PRODHON	CPA Services - January 2019	2,206.40
02/22/2019	32933	TRUE VALUE HARDWARE	Parts and Supplies	423.40
02/22/2019	32934	UPS	Return Services @ #6567	59.74
02/22/2019	32935	VALLEY POWER SYSTEMS	Drum Transyd	2,285.42
02/22/2019	32936	VERIZON WIRELESS	Cellular & Wifi Service - January 2019	3,516.54
02/22/2019	32937	WESTERN SUPPLY INC	Tire Balance Bags	407.01
02/22/2019	32938	WESTERN TRUCK PARTS LLC	Parts and Supplies	3,466.32
02/22/2019	32939	WOLFPACK INSURANCE SERVICES, INC.	Dental / Vision - March 2019 Premium	4,599.10
02/22/2019	32940	ZEP MANUFACTURING CO.	Bus Cleaning Supplies-Shop Use	1,079.40
				<u>258,180.11</u>
Total				<u>258,180.11</u>

AGENDA ITEM 1 C
Consent Item

MEMORANDUM

DATE: April 4, 2019
TO: El Dorado County Transit Authority
FROM: Brian James, Planning and Marketing Manager
SUBJECT: February 2019 Ridership Report

REQUESTED ACTION:
BY MOTION,

Receive and File the February 2019 Ridership Report

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) staff reports monthly and fiscal year-to-date ridership trend reports at each Board meeting.

DISCUSSION

Following is the February 2019 monthly ridership table comparing the current fiscal year to the previous fiscal year.

February Ridership

February 2019	February 2018	Decrease	% Decrease
24,833	26,689	1,856	7.0%

In February, Demand Response ridership decreased by 20.6%, Local Fixed Route ridership decreased by 5.3%, and Commuter ridership decreased by 7.1%.

Following is the fiscal year-to-date ridership report comparing the current fiscal year to the previous fiscal year and the February 2019 ridership report.

Connect Card ridership is recorded each time a Connect Card is tapped onto the equipment in one of the vehicles. The number of riders is tracked to evaluate system usage. El Dorado Transit recorded 11,299 taps or 42.4% of all ridership in February 2019. Following is the Connect Card ridership report with a graph showing the percent of total ridership using Connect Card per month.

Ridership Report Fiscal Year-to-Date

July 2018 to February 2019

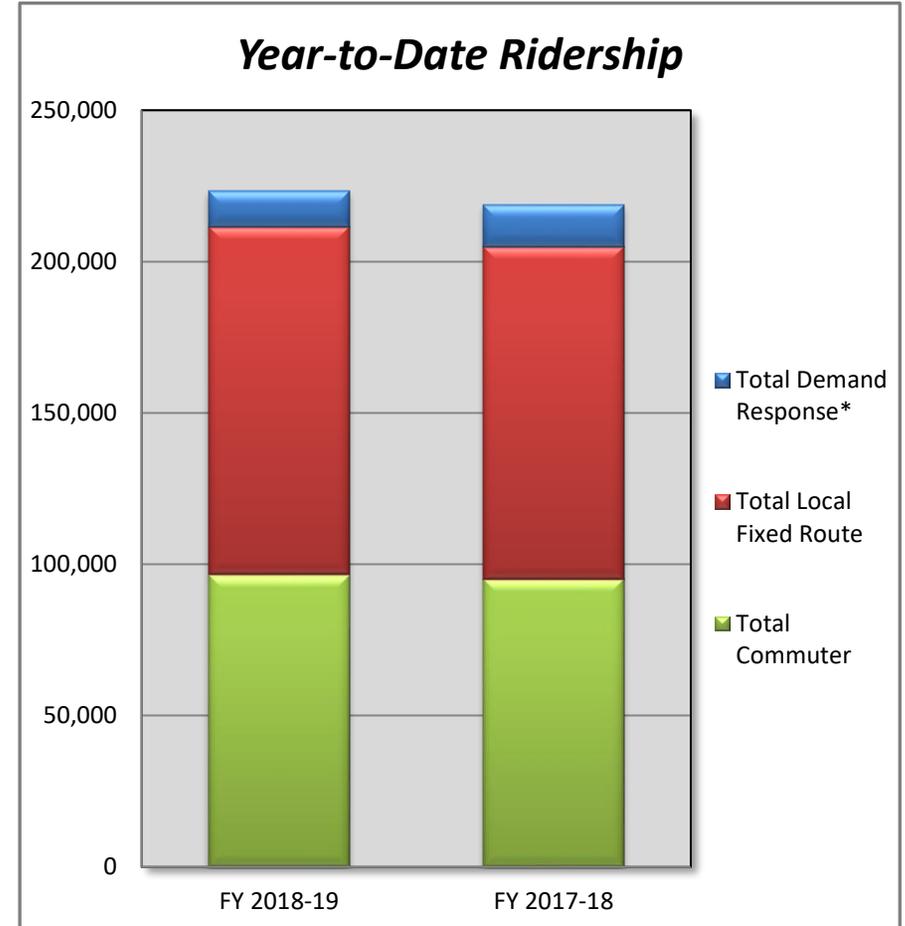


Demand Response	FY 2018-19	FY 2017-18	% Change
Dial-a-Ride	11,065	12,821	-13.7%
Sac-Med	224	394	-43.1%
ADA Paratransit	505	561	-10.0%
Total Demand Response*	11,794	13,776	-14.4%

Local Fixed Route	FY 2018-19	FY 2017-18	% Change
20 - Placerville	29,173	30,053	-2.9%
25 - Saturday Express	2,894	3,446	-16.0%
30 - Diamond Springs	19,002	16,330	16.4%
35 - Diamond Springs Saturday	907	715	26.9%
40 - Cameron Park	8,532	8,116	5.1%
50x - 50 Express	27,813	23,502	18.3%
60 - Pollock Pines	24,234	25,425	-4.7%
70 - El Dorado Hills	2,502	2,132	17.4%
Total Local Fixed Route	115,057	109,719	4.9%

Commuter	FY 2018-19	FY 2017-18	% Change
Sacramento Commuter	95,978	94,759	1.3%
Reverse Commuter	476	411	15.8%
Total Commuter	96,454	95,170	1.3%

Other Services	FY 2018-19	FY 2017-18	% Change
M.O.R.E.	12,401	15,033	-17.5%
Senior Day Care	3,886	4,440	-12.5%
Total Other Services	16,287	19,473	-16.4%



Systemwide*	FY 2018-19	FY 2017-18	% Change
	223,305	218,665	2.1%

*Does not include Other Services

February 2019 Ridership Report

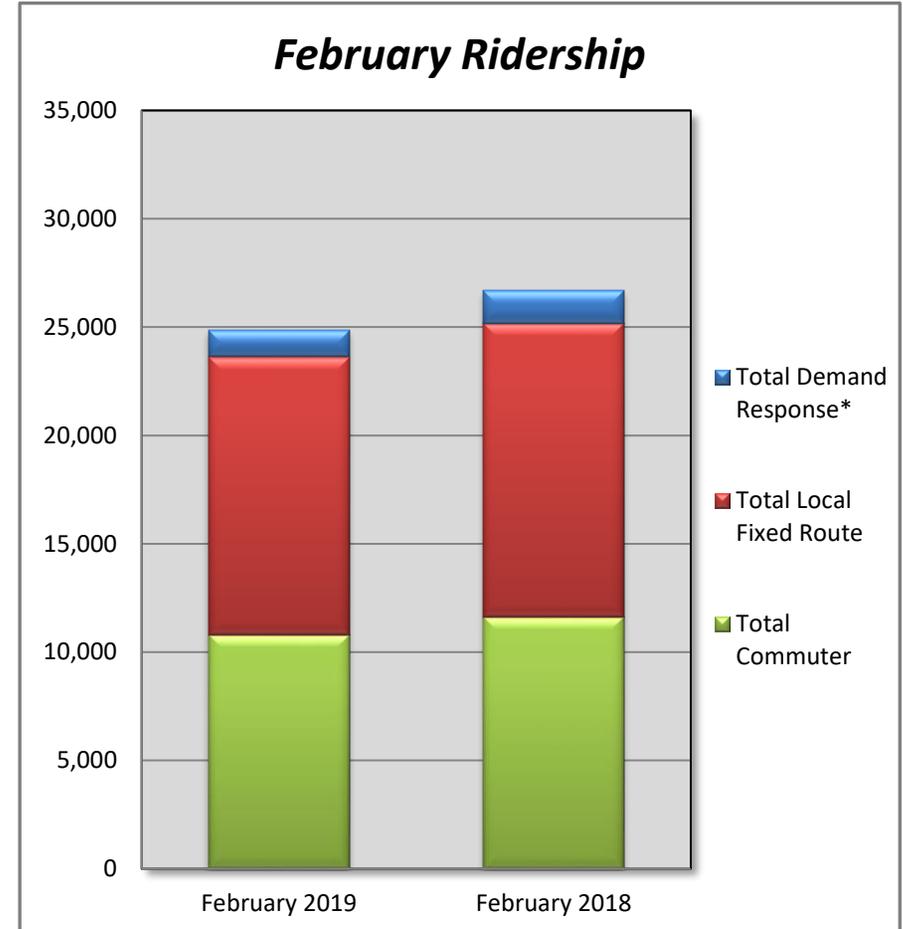


Demand Response	February 2019	February 2018	% Change
Dial-a-Ride	1,137	1,434	-20.7%
Sac-Med	21	42	-50.0%
ADA Paratransit	50	45	11.1%
Total Demand Response*	1,208	1,521	-20.6%

Local Fixed Route	February 2019	February 2018	% Change
20 - Placerville	3,302	3,366	-1.9%
25 - Saturday Express	239	427	-44.0%
30 - Diamond Springs	2,405	2,265	6.2%
35 - Diamond Springs Saturday	88	95	-7.4%
40 - Cameron Park	1,030	1,005	2.5%
50x - 50 Express	3,296	3,157	4.4%
60 - Pollock Pines	2,412	2,932	-17.7%
70 - El Dorado Hills	71	315	-77.5%
Total Local Fixed Route	12,843	13,562	-5.3%

Commuter	February 2019	February 2018	% Change
Sacramento Commuter	10,710	11,562	-7.4%
Reverse Commuter	72	44	63.6%
Total Commuter	10,782	11,606	-7.1%

Other Services	February 2019	February 2018	% Change
M.O.R.E.	1,401	1,665	-15.9%
Senior Day Care	411	559	-26.5%
Total Other Services	1,812	2,224	-18.5%



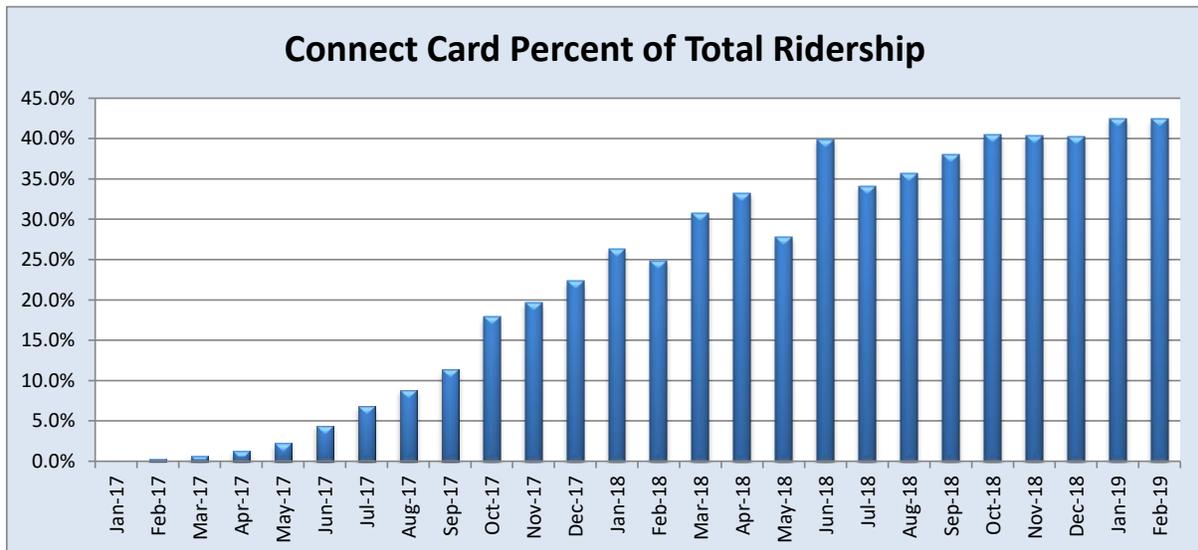
Systemwide*	February 2019	February 2018	% Change
	24,833	26,689	-7.0%

*Does not include Other Services

Connect Card Ridership Report



Month	Number of Taps	Total Ridership	% of Total Ridership
Jan-17	11	30,023	0.0%
Feb-17	87	29,139	0.3%
Mar-17	257	35,487	0.7%
Apr-17	394	29,448	1.3%
May-17	715	32,170	2.2%
Jun-17	1,313	29,790	4.4%
Jul-17	1,815	26,713	6.8%
Aug-17	2,947	33,442	8.8%
Sep-17	3,397	29,882	11.4%
Oct-17	5,905	33,007	17.9%
Nov-17	5,519	28,104	19.6%
Dec-17	6,065	27,148	22.3%
Jan-18	8,171	31,005	26.4%
Feb-18	7,175	28,913	24.8%
Mar-18	9,492	30,835	30.8%
Apr-18	10,361	31,137	33.3%
May-18	9,009	32,406	27.8%
Jun-18	11,353	28,485	39.9%
Jul-18	9,381	27,519	34.1%
Aug-18	12,048	33,760	35.7%
Sep-18	11,171	29,408	38.0%
Oct-18	14,614	36,127	40.5%
Nov-18	11,378	28,213	40.3%
Dec-18	10,699	26,580	40.3%
Jan-19	13,300	31,340	42.4%
Feb-19	11,299	26,645	42.4%



AGENDA ITEM 1 D
Consent Item

MEMORANDUM

DATE: April 4, 2019
TO: El Dorado County Transit Authority
FROM: Brian James, Planning and Marketing Manager
SUBJECT: Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP)

REQUESTED ACTION:
BY MOTION,

Adopt Resolution No. 19-10 Authorizing the El Dorado County Transit Authority and the Executive Director to execute all documents for the Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP), Fiscal Year 2018/19

BACKGROUND

The Low Carbon Transit Operations Program (LCTOP) is a component of the Transit, Affordable Housing and Sustainable Communities Program established by the California Legislature in 2014 under Senate Bill 862. The purpose of this program is to provide operating and capital assistance to transit agencies to reduce greenhouse gas emissions and improve mobility, with a focus on environmentally disadvantaged communities. Funding is available to current Public Utilities Commission (PUC) 99313, and 99314 fund recipients.

DISCUSSION

The El Dorado County Transit Authority (El Dorado Transit) is applying for \$331,722 in LCTOP funds to continue to partially fund the service enhancements that were implemented in Cameron Park effective July 6, 2015. As per the Administrative Operations Report, the total expenses for the Cameron Park route in Fiscal Year (FY) 2016/17 were \$414,935.

The project is based on the recommendations of the adopted 2014 Western El Dorado County Short- and Long- Range Transit Plan, June 2014. The project increases the service levels in Cameron Park from 180 minute headways (service every three (3) hours), to 60 minute headways (service every hour) localized to Cameron Park.

This funding request complements currently programmed and approved Local Transportation Funds (LTF) as indicated in the Board approved budget.

FISCAL IMPACT

The Fiscal Year (FY) 2018/19 Caltrans Division of Rail and Mass Transportation LCTOP grant application represents a total of \$331,722 in potential revenue for FY2019/20 transit operations in Cameron Park. This grant amount was included in the Board approved Preliminary Operating Budget 2019/2020 on March 7, 2019.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 19-10**

AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECT:
CONTINUATION OF THE CAMERON PARK SERVICE ENHANCEMENT PROJECT
\$331,722 IN LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDS

WHEREAS, the El Dorado County Transit Authority (El Dorado Transit) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the California Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, El Dorado Transit wishes to delegate authorization to execute these documents and any amendments thereto to Mindy Jackson, Executive Director.

WHEREAS, El Dorado Transit wishes to implement the following LCTOP project listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of El Dorado Transit that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT FURTHER RESOLVED that Mindy Jackson, Executive Director be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of El Dorado Transit that it hereby authorizes the submittal of the following project nomination and allocation request to the Department in FY 2018-19 LCTOP funds:

Project Name: Continuation of the Cameron Park Service Enhancement Project

Amount of LCTOP Funds Requested: \$331,722

Description of Project: Fixed route bus service in Cameron Park with 60 minute headways

Contributing Sponsors: No contributing sponsors

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on this 4th day of April 2019, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mark Acuna, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1 E
Consent Item

MEMORANDUM

DATE: April 4, 2019
TO: El Dorado County Transit Authority
FROM: Brian James, Planning and Marketing Manager
SUBJECT: Vehicle Replacement Plan for Fiscal Years 2018/19 through 2024/25

REQUESTED ACTION:

BY MOTION,

Approve Vehicle Replacement Plan for Fiscal Years 2018/19 through 2024/25

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) adopted a *Vehicle Replacement Policy* on February 6, 1997 based on Caltrans and Federal Transit Administration (FTA) guidelines. El Dorado Transit is required to utilize FTA guidelines for replacement vehicles purchased through FTA capital assistance grant programs. A copy of the Vehicle Replacement Policy is included for reference.

DISCUSSION

El Dorado Transit staff adheres to the adopted *Vehicle Replacement Policy*, February 1997 to develop replacement plans. This policy is critical for budget forecasting, vehicle inventory management and developing capital assistance grants.

The Replacement Plan for fiscal years 2018/19 through 2024/25 represents a plan for vehicle replacement of current fleet vehicles contingent upon capital revenues available and grant opportunities.

El Dorado Transit has received grants for the vehicles marked in bold, and purchase orders have been or are being prepared. Cut-a-Way bus number 1606 was a total loss in an accident and is being replaced using funds from the insurance claim. Cut-a-Way bus number 0707 was already replaced but is still in service as a back-up bus.

FISCAL IMPACT

Individual replacement projects are brought before the Board as developed.

El Dorado County Transit Authority
April 4, 2019 Agenda

PROPOSED VEHICLE REPLACEMENT PLAN

April 4, 2019



Vehicle #	Vehicle Type	Vehicle Description	Vehicle Replacement Cost	Mileage as of 2/22/19	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25
Staff Vehicles											
9509	Ford Escort	5 psgr staff car	\$30,000	74,161							
0501	Honda Civic	5 psgr staff car	\$30,000	65,210							
0701	Chevy Malibu	5 psgr staff car	\$30,000	52,865			X				
0702	Dodge Dakota	Maintenance Vehicle	\$35,000	66,067			X				
M-7055	Ford Box Van	Maintenance Vehicle	\$50,000	27,708							
1608	Ford Cmax	5 psgr staff car	\$30,000	17,947							
1609	Ford Cmax	5 psgr staff car	\$30,000	18,330							
1610	Ford Cmax	5 psgr staff car	\$30,000	17,464							
1611	Ford Cmax	5 psgr staff car	\$30,000	15,148							
1707	Chevy Traverse	5 psgr staff car	\$35,000	12,108							
Demand Response Minivans											
1013	Dodge Caravan	3 psgr mini-van	\$50,000	126,911	X						X
1101	Dodge Caravan	3 psgr mini-van	\$50,000	168,551	X						X
1301	Dodge Caravan	3 psgr mini-van	\$50,000	166,676	X						X
1302	Dodge Caravan	3 psgr mini-van	\$50,000	177,608	X						X
1303	Dodge Caravan	3 psgr mini-van	\$50,000	166,821	X						X
1304	Dodge Caravan	3 psgr mini-van	\$50,000	185,031				X			
1501	Dodge Caravan	3 psgr mini-van	\$50,000	71,285				X			
1502	Dodge Caravan	3 psgr mini-van	\$50,000	61,263				X			
1503	Dodge Caravan	3 psgr mini-van	\$50,000	47,558				X			
1504	Dodge Caravan	3 psgr mini-van	\$50,000	60,726				X			
Demand Response Buses											
0703	Chevy Cut-a-way	26 psgr bus	\$100,000	313,782	X						
0704	Chevy Cut-a-way	26 psgr bus	\$100,000	366,107	X						
0707	Chevy Cut-a-way	26 psgr bus	\$100,000	436,581							
0901	Chevy Cut-a-way	26 psgr bus	\$100,000	266,583	X						
0902	Chevy Cut-a-way	26 psgr bus	\$100,000	265,452	X						
0903	Chevy Cut-a-way	26 psgr bus	\$100,000	243,502	X						
1601	Ford Cut-a-way	26 psgr bus	\$100,000	43,821							X
1602	Ford Cut-a-way	26 psgr bus	\$100,000	70,772							X
1603	Ford Cut-a-way	26 psgr bus	\$100,000	67,869							X
1604	Ford Cut-a-way	26 psgr bus	\$100,000	68,107							X
1605	Ford Cut-a-way	26 psgr bus	\$100,000	82,504							X
1606	Ford Cut-a-way	26 psgr bus	\$100,000	22,222	X						
1607	Ford Cut-a-way	26 psgr bus	\$100,000	64,004							X
Motor Buses - Local Fixed Route											
0606	Blue Bird Xcel 37	37 psgr bus	\$485,000	247,641			X				
0607	Blue Bird Xcel 37	37 psgr bus	\$485,000	313,260			X				
0608	Blue Bird Xcel 37	37 psgr bus	\$485,000	269,039		X					
0609	Blue Bird Xcel 37	37 psgr bus	\$485,000	402,572		X					
0610	Blue Bird Xcel 37	37 psgr bus	\$485,000	326,018		X					
1201	International	26 psgr bus	\$485,000	139,853		X					
1701	Gillig	31 psgr bus	\$485,000	88,680							
1702	Gillig	31 psgr bus	\$485,000	90,112							
1703	Gillig	31 psgr bus	\$485,000	87,578							
1704	Gillig	31 psgr bus	\$485,000	79,494							
1705	Gillig	31 psgr bus	\$485,000	96,755							
1706	Gillig	31 psgr bus	\$485,000	94,560							
Commuter Buses											
0602	Blue Bird Xcel 45	45 psgr bus	\$600,000	284,328							
1001	MCI D4500	57 psgr bus	\$600,000	380,336							
1002	MCI D4500	57 psgr bus	\$600,000	360,460							
1003	MCI D4500	57 psgr bus	\$600,000	337,551							
1004	MCI D4500	57 psgr bus	\$600,000	312,353							
1005	MCI D4500	57 psgr bus	\$600,000	295,548							
1006	MCI D4500	57 psgr bus	\$600,000	402,998							
1007	MCI D4500	57 psgr bus	\$600,000	385,103							
1008	MCI D4500	57 psgr bus	\$600,000	310,945							
1009	MCI D4500	57 psgr bus	\$600,000	365,929							
1202	MCI D4500	57 psgr bus	\$600,000	213,799							
1401	MCI D4500	57 psgr bus	\$600,000	166,416							
1801	MCI D4500	57 psgr bus	\$600,000	17,654							
1802	MCI D4500	57 psgr bus	\$600,000	16,598							
1803	MCI D4500	57 psgr bus	\$600,000	10,807							
1804	MCI D4500	57 psgr bus	\$600,000	13,941							
1805	MCI D4500	57 psgr bus	\$600,000	11,412							

EL DORADO COUNTY TRANSIT AUTHORITY

VEHICLE REPLACEMENT POLICY

This policy provides that transit vehicles are maintained and remain in mass transit use for their normal service lives. Compliance with this policy will be assurance that El Dorado County Transit Authority meets the Federal guidelines and is eligible for projects programmed for capital assistance offered by the Federal Transportation Administration.

Service life of rolling stock begins on the date the vehicle is placed in revenue service and continues until it is removed from service.

Bus Requirements

(a) Minimum Normal Service Life. Minimum normal service lives for buses are stated below:

1. Standard size heavy duty (approximately 35' – 40') transit buses: at least twelve (12) years service or an accumulation of at least 500,000 miles.
2. Medium size heavy duty (approximately 30') transit buses: at least ten (10) years of service or an accumulation of at least 350,000 miles.
3. Small medium duty (under 30') transit buses: at least seven (7) years or an accumulation of at least 200,000 miles.
4. Other vehicles such as regular and specialized vans: at least four years service or an accumulation of at least 100,000 miles.

Source: CalTrans, UMTA C 9030.1A

(b) Previously Owned, Rehabilitated Buses and Specialty Vehicles:

Fleet vehicles purchased as "previously owned", rehabilitated and Specialty vehicles shall have the maintenance records reviewed and the vehicle inspected bi-annually to determine safety and maintenance costs. The El Dorado County Transit Authority Director or his/her designated staff shall determine the replacement schedule on these vehicles.

AGENDA ITEM 1 F
Consent Item

MEMORANDUM

DATE: April 4, 2019
TO: El Dorado County Transit Authority
FROM: Scott A. Ousley, Operation Manager
SUBJECT: Approve Repair of Bus #1703

REQUESTED ACTION:
BY MOTION,

1. Approve Purchase Order No. 24270 issued to Gillig LLC for Acquisition of replacement parts
2. Approve Purchase Order No. 24271 issued to Steve Stymeist Collision Center for repair
3. Authorize Executive Director to execute all documents including but not limited to purchase orders and requisitions up to 1% of initial purchase order to facilitate project completion.

BACKGROUND

On January 2, 2019 bus #1703 was involved in a major accident on Pony Express Trail in Pollock Pines, California while operating the Pollock Pines west route. Damage to the bus estimated at \$150,000-\$200,000.

DISCUSSION

The El Dorado County Transit Authority (El Dorado Transit) is a member of the California Transit Indemnity Pool (CalTIP). CalTIP is a Joint Powers Authority and is the result of the cooperative efforts of public transit operators acting collectively to meet El Dorado Transit's vehicle physical damage and liability insurance needs. CalTIP contracts with York Insurance Group (York) to manage all liability claims. Currently, York is in the process of recovering monies from the other party's insurance however, the other party passed away as a result of the collision and, the recovery process will take time. The repair of vehicle #1703 is an immediate need for El Dorado Transit's operations.

Approval of these Purchase Orders will expedite repairs to bus #1703 which will then be available for operation on transit routes.

FISCAL IMPACT

COST SUMMARY

Purchase Order No. 24270 – Gillig LLC	\$ 100,000
Purchase Order No. 24271 –Steve Stymeist	
Collison Center	<u>\$ 100,000</u>
Total	\$ 200,000

FUNDING SOURCE

State Transit Assistance (STA)	<u>\$ 200,000</u>
	\$ 200,000

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. 24270

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 04/04/19

ACCOUNT: 5040

CLASS: 110

TO: GILLIG LLC
 PO BOX 45569
 SAN FRANCISCO, CA 94145-0569

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Lee Petersen

Vendor Phone No: (510) 785-1500

Fax No: (510) 785-6819

PROMISED DELIVERY DATE	TERMS: NET 30
	F.O.B. DESTINATION

QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		ACQUISITION OF REPLACEMENT PARTS FOR VEHICLE #1703 TO FACILITATE REPAIR IMMEDIATELY WHILE INSURANCE CLAIM IS PENDING INSURANCE CLAIM REIMBURSEMENT WILL BE MINUS DEDUCTIBLE FOR VEHICLE #1703		\$100,000.00

I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT	SUBTOTAL	\$100,000.00
	SHIPPING	
	SALES TAX	
	TOTAL	\$100,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. 24271

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 04/04/19

ACCOUNT: 5040.06 CLASS: 110
 ACCOUNT: 5040 CLASS: 110

TO: STEVE STYMEIST COLLISION CNTRS
 3948 HIGHWAY 49
 PLACERVILLE, CA 95667

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Sue Pardi (Office Manager)
 Vendor Phone No: (530) 622-7588

Fax No: (530) 622-0353

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		AUTO BODY AND PAINT REPAIR FOR VEHICLE #1703 TO FACILITATE REPAIR IMMEDIATELY WHILE INSURANCE CLAIM IS PENDING INSURANCE CLAIM REIMBURSEMENT WILL BE MINUS DEDUCTIBLE FOR VEHICLE #1703		\$100,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$100,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	\$100,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

AGENDA ITEM 1 G
Consent Item

MEMORANDUM

DATE: April 4, 2019

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: Contract Award and Purchase Order in Response to Request for Proposals (RFP) 19-01 Mobile Radios

REQUESTED ACTION:
BY MOTION,

1. Contract award for Mobile Radios per RFP 19-01 consistent with the bid documents.
2. Approve Purchase Order No. 24272.
3. Authorize the Executive Director to execute all documents related to RFP 19-01.

BACKGROUND

El Dorado Transit approved Capital Improvement Project (CIP) #18-06 to upgrade the radio system to improve range and performance to cover all areas of the bus service.

The El Dorado County Transit Authority (El Dorado Transit) uses two-way radios to communicate between dispatch personnel and bus operators. Request for Proposals (RFP) #19-01, Mobile Radios was published on March 12, 2019. The RFP included seventy (70) radios to be installed in vehicles and dispatch, and nine (9) handheld radios. The proposals were received by March 26, 2019.

DISCUSSION

The Executive Director is authorized to approve purchases up to \$25,000. All purchases above \$25,000 require Board approval.

Following is the bid information for the three (3) base bids from qualified bidders publically opened at 3:00 PM on March 26, 2019.

Company: Sterling Communications
Address: 2232 S Depot Street Suite G, Santa Maria, CA 93455
Bid Ranking: 40/100
Base Bid: \$49,139.02

Company: Commline Inc.
Address: 13700 Cimarron Ave. Gardena, CA 90249
Bid Ranking: 100/100
Base Bid: \$31,547.44

Company: Pipo Communications
Address: P.O. Box 806 Pollock Pines, CA 95726
Bid Ranking: 100/100
Base Bid: \$33,064.77

Staff recommends award for Mobile Radios to Pipo Communications for consistency as they were the same company that was the lowest responsible bidder on RFP 19-02 for the Repeater Systems.

FISCAL IMPACT

COST SUMMARY

Mobile Radios	<u>Budget</u>
Project Contingency (10%)	\$33,065
	<u>\$ 3,307</u>
<i>Total Project Cost</i>	\$36,372

FUNDING SOURCES

California Transit Security Grant Program – California Transit Assistance Funds (CTSGP-CTAF) FY 16/17	<u>\$36,372</u>
<i>Total Revenue</i>	\$36,372

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. 24272

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 04/04/19

ACCOUNT: 9910.15 CLASS: 125

TO: PIPO COMMUNICATIONS
 PO BOX 806
 POLLOCK PINES, CA 95726

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Louis Oliveira

Vendor Phone No: (323) 469-5444

Email: louis@pipo.net

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		RADIO SYSTEM CIP #18-06 MOBILE RADIOS-RFP #19-01 SHIPPING: INCLUDED FOB		\$30,829.62
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$30,829.62
			SHIPPING	
			SALES TAX	\$2,235.15
			TOTAL	\$33,064.77

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

AGENDA ITEM 1 H
Consent Item

MEMORANDUM

DATE: April 4, 2019

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: Contract Award and Purchase Order in Response to Request for Proposals (RFP) 19-02 Repeater Systems

REQUESTED ACTION:
BY MOTION,

1. Contract award for Repeater Systems per RFP 19-02 consistent with the bid documents.
2. Approve Purchase Order 24273.
3. Authorize the Executive Director to execute all documents related to RFP 19-02.

BACKGROUND

El Dorado Transit approved Capital Improvement Project (CIP) #18-06 to upgrade the radio system to improve range and performance to cover all areas of the bus service.

The El Dorado County Transit Authority (El Dorado Transit) uses two-way radios to communicate between dispatch personnel and bus operators. Request for Proposals (RFP) #19-02, Repeater Systems was published on March 12, 2019. The RFP included four (4) repeater systems to extend radio frequency throughout the service area. The proposals were received by March 26, 2019.

DISCUSSION

The Executive Director is authorized to approve purchases up to \$25,000. All purchases above \$25,000 require Board approval.

Following is the bid information for the two (2) base bids from qualified bidders publically opened at 3:00 PM on March 26, 2019.

Company: Sterling Communications
 Address: 2232 S Depot Street Suite G, Santa Maria, CA 93455
 Bid Ranking: 40/100
 Base Bid: \$30,363.62
 Company: Pipo Communications
 Address: P.O. Box 806 Pollock Pines, CA 95726
 Bid Ranking: 100/100
 Base Bid: \$28,604.63

Staff recommends award for Repeater Systems to Pipo Communications as the lowest responsible bidder.

FISCAL IMPACT

COST SUMMARY

	<u>Budget</u>
Repeater Systems	\$28,605
Project Contingency (10%)	<u>\$ 2,861</u>
<i>Total Project Cost</i>	<u>\$31,466</u>

FUNDING SOURCES

California Transit Security Grant Program – California Transit Assistance Funds (CTSGP-CTAF) FY 16/17	<u>\$31,466</u>
<i>Total Revenue</i>	<u>\$31,466</u>

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. 24273

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 04/04/19

ACCOUNT: 9910.15 CLASS: 125

TO: PIPO COMMUNICATIONS
 PO BOX 806
 POLLOCK PINES, CA 95726

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Louis Oliveira

Vendor Phone No: (323) 469-5444

Email: louis@pipo.net

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		RADIO SYSTEM CIP #18-06 REPEATER SYSTEMS-RFP #19-02 SHIPPING: INCLUDED FOB		\$26,670.98
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$26,670.98
			SHIPPING	
			SALES TAX	\$1,933.65
			TOTAL	\$28,604.63

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

AGENDA ITEM 1 I
Consent Item

MEMORANDUM

DATE: April 4, 2019
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Fiscal Administration Manager
SUBJECT: Purchase Orders above \$25,000 for Fiscal Year 2019/20

REQUESTED ACTION:
BY MOTION,

**Approval of Purchase Orders above \$25,000 for Fiscal Year
2019/20**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) Bylaws and the Joint Exercise of Powers Agreement establishing El Dorado Transit require Board approval for Purchase Orders over \$25,000 and Purchase Requisitions over \$5,000.

DISCUSSION

The Executive Director certifies that these purchases are processed within approved Purchasing Procedures. All purchase orders are in-line with the adopted preliminary operating budget for Fiscal Year (FY) 2019/20.

- AfterMarket Parts Co. Blanket Purchase Order No. B25000
NTE \$65,000
- Bus & Equipment Repair Blanket Purchase Order No. B25001
Of California NTE \$30,000
- CalPERS 457 Deferred Blanket Purchase Order No. B25002
Compensation Plan NTE \$185,000
- Health Benefit Division Blanket Purchase Order No. B25003
CalPERS NTE \$520,000
- City National Bank Blanket Purchase Order No. B25007
NTE \$261,662.12
- El Dorado County Blanket Purchase Order No. B25009
Risk Management NTE \$72,000
- GCR Tire Center Blanket Purchase Order No. B25010
NTE \$65,000
- Gillig LLC. Blanket Purchase Order No. B25011
NTE \$40,000

- Girard, Edwards, Stevens & Tucker LLP Blanket Purchase Order No. B25012
NTE \$60,000
- Imperial Printing Blanket Purchase Order No. B25014
NTE \$35,000
- INIT Inc. Blanket Purchase Order No. B25015
NTE \$40,000
- Operating Engineers Union Dues Blanket Purchase Order No. B25016
NTE \$30,000
- Operating Engineers Medical Blanket Purchase Order No. B25017
NTE \$830,000
- Pacific Gas & Electric Blanket Purchase Order No. B25018
NTE \$64,000
- Paychex Blanket Purchase Order No. B25019
NTE \$75,000
- Public Employees Retirement System Blanket Purchase Order No. B25020
NTE \$755,000
- Resco Printing Blanket Purchase Order No. B25021
NTE \$35,000
- Ron Dupratt Ford Blanket Purchase Order No. B25022
NTE \$40,000
- RouteMatch Software Inc. Blanket Purchase Order No. B25023
NTE \$65,000
- Sierra Nevada Tire & Wheel Blanket Purchase Order No. B25026
NTE \$65,000
- Steve Stymeist Collision Centers Blanket Purchase Order No. B25027
NTE \$75,000
- Sun Life Financial Blanket Purchase Order No. B25028
NTE \$42,000
- Tolar Manufacturing Company, Inc. Blanket Purchase Order No. B25029
NTE \$40,000
- Verizon Wireless Blanket Purchase Order No. B25030
NTE \$42,000
- VISA Blanket Purchase Order No. B25031
NTE \$60,000
- Western Truck Parts & Equipment LLC. Blanket Purchase Order No. B25032
NTE \$45,000
- Wolfpack Insurance Services Inc. Blanket Purchase Order No. B25033
NTE \$67,000
- Zonar Systems Inc. Blanket Purchase Order No. B25034
NTE \$28,000

FISCAL IMPACT

Purchase Order amounts are within budget line items in the Preliminary Operating Budget FY 2019/20 as adopted at the Regular Board Meeting of March 7, 2019.

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25000

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5040

CLASS: 110

TO: AFTERMARKET PARTS COMPANY LLC
 DBA NFI PARTS
 PO BOX 775881
 CHICAGO, IL 60677-5881

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No: (800) 278-4124

Fax No: (502) 318-3021

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$65,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$65,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$65,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25001

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5040

CLASS: 110

TO: BUS & EQUIPMENT REPAIR OF CA
 31 KAREN ROAD
 BELMONT, CA 94002

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No: (415) 593-6924

Fax No: (415) 593-0153

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$30,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$30,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$30,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25002

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 2032

CLASS: 125

TO: CalPERS 457 DEFERRED
 COMPENSATION PLAN
 PO BOX 2647
 LEWISTON, ME 04241-2647

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Lisa Crowell

Vendor Phone No: (617) 657-7366

Fax No: (617) 376-4285

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		OPTIONAL EMPLOYEE PAID SUPPLEMENTAL INCOME PLAN FOR RETIREMENT FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20 PAYROLL DEDUCTIONS SENT TO CalPERS 457 ARE PAID THROUGH AN ELECTRONIC FUNDS TRANSFER TRANSACTION		NOT TO EXCEED: \$185,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$185,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$185,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25003

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5020.02 CLASS: 125

TO: HEALTH BENEFIT SERVICE DIVISION
 CALIFORNIA PUBLIC EMPLOYEES
 RETIREMENT SYSTEM
 PO BOX 4032
 SACRAMENTO, CA 95812-4032

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Robert Sharp

Vendor Phone No: (888) 225-7377

Fax No: (916) 795-7901

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		EDCTA SPONSORED HEALTH INSURANCE COVERAGE FOR UNREPRESENTED AND MANAGEMENT EMPLOYEES FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20 PAYROLL DEDUCTIONS SENT TO CalPERS HEALTH BENEFIT SERVICE DIVISION ARE PAID THROUGH AN ELECTRONIC FUNDS TRANSFER TRANSACTION NOTE: PURCHASE ORDER REFLECTS TOTAL PREMIUM CHARGED. EDCTA ACTUAL COST IS REDUCED BY PAYROLL DEDUCTION OF EMPLOYEE PORTION.		NOT TO EXCEED: \$520,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$520,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$520,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25007

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 8500 CLASS: 125
 ACCOUNT: 2199 CLASS: 125

TO: CITY NATIONAL BANK
 2100 PARK PLACE SUITE 150
 EL SEGUNDO, CA 90245
 ATTN: LOAN SERVICING #354

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No:

Fax No:

PROMISED DELIVERY DATE	TERMS: NET 30
	F.O.B. DESTINATION

QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		INSTALLMENT SALE AGREEMENT #18-005 DATED MAY 24, 2018 FOR FIVE (5) COMMUTER BUSES		NOT TO EXCEED: \$261,662.12

I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.	SUBTOTAL	\$261,662.12
	SHIPPING	
	SALES TAX	
	TOTAL	NTE: \$261,662.12

PURCHASING AGENT

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25009

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5020.02 CLASS: 125

TO: EL DORADO COUNTY
 RISK MANAGEMENT
 330 FAIR LANE
 PLACERVILLE, CA 95667

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No: (530) 621-5568

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		<p>EL DORADO COUNTY PROVIDED HEALTH INSURANCE PLAN TO INCLUDE; MEDICAL, DENTAL, CHIROPRACTIC, AND VISION COVERAGE OPTION FOR TRANSIT DRIVERS FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20</p> <p>NOTE: PURCHASE ORDER REFLECTS TOTAL PREMIUM CHARGED. EDCTA ACTUAL COST IS REDUCED BY PAYROLL DEDUCTION OF EMPLOYEE PORTION.</p>		NOT TO EXCEED: \$72,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$72,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$72,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25010

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5040.02 CLASS: 110

TO: GCR TIRE CENTER
 1401 RICHARDS BLVD
 SACRAMENTO, CA 95814

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Austin Shaffer

Vendor Phone No: (916) 447-4220

Fax No: (916) 447-0122

PROMISED DELIVERY DATE		TERMS: NET 10th OF THE FOLLOWING MONTH		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		TIRES FOR FLEET VEHICLES ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20 ALL PRICING THROUGH THE STATE OF CALIFORNIA (SEE ATTACHED)		NOT TO EXCEED: \$65,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$65,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$65,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25011

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5040

CLASS: 110

TO: GILLIG LLC
 PO BOX 45569
 SAN FRANCISCO, CA 94145-0569

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Lee Petersen

Vendor Phone No: (510) 785-1500

Fax No: (510) 785-6819

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$40,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$40,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$40,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25012

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5030 CLASS: 125, 600

ACCOUNT: VARIOUS

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY

6565 COMMERCE WAY

DIAMOND SPRINGS, CA 95619-9454

TO: GIRARD, EDWARDS, STEVENS &
 TUCKER LLP
 8801 FOLSOM BLVD SUITE 285
 SACRAMENTO, CA 95826

Contact: Brooke

Vendor Phone No: (916) 706-1255

Fax No:

PROMISED DELIVERY DATE	TERMS: NET 30
------------------------	---------------

	F.O.B. DESTINATION
--	--------------------

QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PROFESSIONAL LEGAL SERVICES FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$60,000.00

I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.	SUBTOTAL	\$60,000.00
	SHIPPING	
	SALES TAX	
	TOTAL	NTE: \$60,000.00

PURCHASING AGENT

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25014

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5040

CLASS: 110

TO: IMPERIAL PRINTING
 259 PLACERVILLE DRIVE
 PLACERVILLE, CA 95667

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Kelly Roberts

Vendor Phone No: (530) 626-0514

Fax No: (530) 621-1491

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		REMOVAL AND INSTALLATION OF VINYL GRAPHICS ON FLEET VEHICLES ALSO OTHER PRINTING COSTS AS NEEDED FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$35,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$35,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$35,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25015

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: VARIOUS CLASS: 125

TO: INIT INC
 1420 KRISTINA WAY SUITE 101
 CHESAPEAKE, VA 23320

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Mike Meringer

Vendor Phone No: (757) 413-9100

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		EQUIPMENT AND INSTALLATION AND MAINTENANCE FOR CONNECT CARD ON FLEET VEHICLES FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$40,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$40,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$40,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25016

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 2035

CLASS: 125

TO: OPERATING ENGINEERS LOCAL
 UNION NO. 3
 ROMMELY MACALOLOY (CHECK-OFF)
 1620 SOUTH LOOP ROAD
 ALAMEDA, CA 94502

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No: (510) 748-7400

Fax No: (510) 748-7401

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		REPRESENTED EMPLOYEES MONTHLY UNION DUES FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20 DUES PAID THROUGH PAYROLL DEDUCTION NO ACTUAL FISCAL COST TO EDCTA		NOT TO EXCEED: \$30,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$30,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$30,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25017

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5020.02

CLASS: 125

TO: OPERATING ENGINEERS PUBLIC
 & MISCELLANEOUS EMPLOYEES
 PO BOX 3157
 HAYWARD, CA 94540-3157

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No: (510) 337-3050

Fax No:

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		<p>OPERATING ENGINEERS PUBLIC EMPLOYEES HEALTH & WELFARE GROUP MEDICAL COVERAGE FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20</p> <p>NOTE: PURCHASE ORDER REFLECTS TOTAL PREMIUM CHARGED. EDCTA ACTUAL COST IS REDUCED BY PAYROLL DEDUCTION OF EMPLOYEE PORTION.</p>		NOT TO EXCEED: \$830,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$830,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$830,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25018

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5050.02

CLASS: 125, 110

ACCOUNT: 5050.03

CLASS: 600, 601, 602

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

TO: PACIFIC GAS & ELECTRIC
 BOX 997300
 SACRAMENTO, CA 95899-7300

Contact:

Vendor Phone No: (800) 743-5000

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 15		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PROVIDE ELECTRIC SERVICE FOR MAIN BUILDING, MAINTENANCE BUILDING AND CAMBRIDGE AND EL DORADO HILLS PARK AND RIDES FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$64,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$64,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$64,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25019
 THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19
 ACCOUNT: 5030 CLASS: 125

TO: PAYCHEX
 2365 IRON POINT ROAD, SUITE 240
 FOLSOM, CA 95630

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Jay Lignell
 Vendor Phone No: (916) 983-0303 ext. 47563 Fax No: (877) 880-9229

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		BI-WEEKLY PAYROLL PROCESSING FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20 PAYROLL PROCESSING IS PAID AUTOMATICALLY THROUGH AND ELECTRONIC FUNDS TRANSFER TRANSACTION		NOT TO EXCEED: \$75,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$75,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$75,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25020

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5020.01

CLASS: 125

TO: PUBLIC EMPLOYEES RETIREMENT
 SYSTEM
 400 P STREET
 PO BOX 1982
 SACRAMENTO, CA 95809-1982

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No:

Fax No:

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		EMPLOYER PAID RETIREMENT BENEFITS: CLASSIC: EMPLOYEE PORTION 7% EMPLOYER PORTION 10.868% NEW HIRES HIRED AFTER 12/31/12 PEPRA: EMPLOYEE PORTION 6.5% EMPLOYER PORTION 7.072% OF ELIGIBLE GROSS PAYROLL FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20 CalPERS RETIREMENT BENEFITS ARE PAID THROUGH AN ELECTRONIC FUNDS TRANSFER TRANSACTION		NOT TO EXCEED: \$755,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$755,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$755,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25021
 THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19
 ACCOUNT: 5090.75 CLASS: 125

TO: RESCO PRINTING
 PO BOX 454
 EL DORADO, CA 95623-0454

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Mike
 Vendor Phone No: (530) 642-2842

Fax No: (530) 642-9285

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PRINTING OF BROCHURES, PASSES, SCRIP AND RELATED MATERIALS ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$35,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$35,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$35,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25022

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5040

CLASS: 110

TO: RON DUPRATT FORD
 1320 N. FIRST ST
 DIXON, CA 95620

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Bruce Fetrow

Vendor Phone No: (877) 466-9742

Fax No: (707) 678-2824

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$40,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$40,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$40,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25023

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: VARIOUS CLASS: 125

TO: ROUTEMATCH SOFTWARE INC
 1230 PEACHTREE STREET NE STE 2800
 ATLANTA, GA 30309

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Teague Kirkpatrick

Vendor Phone No: (404) 876-5160

Fax No: (404) 898-1145

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		ALL ANNUAL FEES MAINTENANCE AND LICENSE FEES ASSOCIATED WITH SOFTWARE FOR DISPATCH FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$65,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$65,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$65,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25026

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5040.02 CLASS: 110

TO: SIERRA NEVADA TIRE & WHEEL
 659 MAIN STREET
 PLACERVILLE, CA 95667

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No: (530) 622-4714

Fax No: (530) 622-5345

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		TIRES FOR FLEET VEHICLES ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20 ALL PRICING THROUGH THE STATE OF CALIFORNIA (SEE ATTACHED)		NOT TO EXCEED: \$65,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$65,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	\$65,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25027

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5040.06 CLASS: 110
 ACCOUNT: 5040 CLASS: 110

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

TO: STEVE STYMEIST COLLISION CNTRS
 3948 HIGHWAY 49
 PLACERVILLE, CA 95667

Contact: Sue Pardi (Office Manager)
 Vendor Phone No: (530) 622-7588

Fax No: (530) 622-0353

PROMISED DELIVERY DATE	TERMS: NET 30
	F.O.B. DESTINATION

QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		COLLISION REPAIR FOR COMMUTER BUSES ONLY FACILITY TO ACCOMMODATE OUR COMMUTER BUSES IN EL DORADO COUNTY FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$75,000.00

I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.	SUBTOTAL	\$75,000.00
	SHIPPING	
	SALES TAX	
	PURCHASING AGENT	TOTAL

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25028

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5020.04 CLASS: 125

TO: SUN LIFE FINANCIAL
 PO BOX 843201
 KANSAS CITY, MO 64184-3201

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No: (800) 733-7879

Fax No: (816) 881-6005

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		GROUP LIFE, ACCIDENTAL DEATH & DISMEMBERMENT, AND LONG TERM DISABILITY INSURANCE FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20 POLICY # 907727		NOT TO EXCEED: \$42,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$42,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$42,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25029

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 9910.15 CLASS: 125
 ACCOUNT: VARIOUS CLASS: VARIOUS

TO: TOLAR MANUFACTURING COMPANY INC
 258 MARIAH CIRCLE
 CORONA, CA 92879-1751

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Scott Williams

Vendor Phone No: (951) 808-0081

Fax No: (951) 808-0041

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		BUS SHELTERS WITH SOLAR LIGHTING KITS ON AS NEEDED BASIS FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$40,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$40,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$40,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25030

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5050.01 CLASS: 125

TO: VERIZON WIRELESS
 PO BOX 9622
 MISSION HILLS, CA 91346-9622

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No: (800) 922-0204

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 15		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PROVIDE CELLULAR SERVICE FOR PHONES AND TABLETS FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$42,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$42,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$42,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25031

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: TO BE DESIGNATED

TO: VISA
 UMPQUA BANK
 4011 PLAZA GOLDORADO CIR
 CAMERON PARK, CA 95682-8257

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No: (530) 622-4242

Fax No:

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		AGENCY CREDIT CARDS FOR: EXECUTIVE DIRECTOR OPERATIONS MANAGER HUMAN RESOURCES MANAGER PLANNING AND MARKETING MANAGER ADMINISTRATIVE COORDINATOR MISC. VISA PURCHASES FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED \$60,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$60,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$60,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25032

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5040 CLASS: 110

TO: WESTERN TRUCK PARTS & EQUIP LLC
 825 STILLWATER ROAD
 WEST SACRAMENTO, CA 95605

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: John Blazevic

Vendor Phone No: (916) 441-6151

Fax No: (916) 444-9932

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$45,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$45,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$45,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25033

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5020.02 CLASS: 125

TO: WOLFPACK INSURANCE SERVICES INC
 PO BOX 156
 425 HARBOR BLVD STE 2C
 BELMONT, CA 94002-0156

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Debbie Barr / VRB

Vendor Phone No: (800) 296-0192

Fax No: (650) 591-4022

PROMISED DELIVERY DATE		TERMS: NET 10		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		EDCTA SPONSORED HEALTH INSURANCE FOR DENTAL AND VISION CARE FOR UNREPRESENTED AND MANAGEMENT EMPLOYEES FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20 NOTE: PURCHASE ORDER REFLECTS TOTAL PREMIUM CHARGED. EDCTA ACTUAL COST IS REDUCED BY PAYROLL DEDUCTION OF EMPLOYEE PORTION.		NOT TO EXCEED: \$67,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$67,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$67,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25034

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5040 CLASS: 110
 ACCOUNT: 5090.06 CLASS: 125

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

TO: ZONAR SYSTEMS INC
 18200 CASCADE AVE S
 SEATTLE, WA 98188-4728

Contact: Michelle Shockes

Vendor Phone No: (206) 878-2459

Fax No: (206) 878-3082

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		ANNUAL MAINTENANCE CONTRACT, REPLACEMENT AND OR ADDITIONAL PARTS AND SERVICES FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20		NOT TO EXCEED: \$28,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$28,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$28,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

AGENDA ITEM 1 J
Consent Item

MEMORANDUM

DATE: April 4, 2019
TO: El Dorado County Transit Authority
FROM: Scott A. Ousley, Operations Manager
SUBJECT: Surplus Property Designation

REQUESTED ACTION:

BY MOTION,

Approve Designation of Surplus Property as Per Itemized Property Inventory List

BACKGROUND

Property identified, as surplus requires approved designation by the El Dorado County Transit Authority (El Dorado Transit) Board of Directors per El Dorado Transit Purchasing Procedures Section 3.12.150. Upon approval of designation, the sale of surplus property will be published and posted as detailed in section 3.12.150.

The Executive Director has determined that El Dorado Transit owns personal property that is no longer required for public use. All other property on the itemized surplus list has a zero value on the fixed asset account and not entered into the Depreciation Schedule.

The list of proposed surplus property is included as an attachment.

EL DORADO COUNTY TRANSIT AUTHORITY
 ITEMIZED SURPLUS PROPERTY INVENTORY
 April 4, 2019

<u>Quantity</u>	<u>Description</u>
1	SonicWall Network Security Appliance 2400MX S/N #: 0017C57C0E5C
1	HP Deskjet 6940 Printer S/N #: D622DY0FJD03L
1	Sanyo Project PLC-XU355 S/N #: 69903267
1	Atlas Sound Amplifier PA702 S/N #: CV646770961100314
1	ACER Monitor
2	Keyboards
2	ThinkPad Mini Dock Stations Series 3
2	Ubiquiti Access Points
3	D4500 MCI Bus Radiators
6	LENOVO ThinkPad Laptop Computer S/N #: R95RLK3 S/N #: R95RLKD S/N #: R95RLK2 S/N #: R9TXFLC S/N #: R95RLK1 S/N #: R9TXFLB
15	Vehicle Destination Signs
24	Bus Fare Vault Stands
38	Bus Fare Vaults
42	Bus Fare Vault Holders

AGENDA ITEM 1 K
Consent Item

MEMORANDUM

DATE: April 4, 2019

TO: El Dorado County Transit Authority

FROM: Megan Wilcher, Administrative Coordinator

SUBJECT: Approve Professional Services Agreement and Purchase Order for RTS Computer Services for Computer and Network Support Services for Fiscal Year 2019/20

REQUESTED ACTION:
BY MOTION,

- 1. Approve Professional Services Agreement (PSA) with RTS Computer Services for Computer and Network Support Services for Fiscal Year 2019/20**
- 2. Approve Purchase Order No. B25024 for an amount not-to-exceed \$70,000.00 for Informational Technology Support during Fiscal Year 2019/20**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) implemented several strategies to maintain the appropriate level of informational technology support over a ten (10) year period including hiring an information technology support staff person; contracting with small companies; opportunities for and sharing staff with public agencies. It was determined that a larger private computer services support business with a depth of staff and expertise would provide technical support necessary for an agency the size of El Dorado Transit.

Beginning in September 2013, RTS Computer Services (RTS) has provided informational technology support as noted in the attached RTS ITCare Agreement Fiscal Year (FY) 2019/20:

- Ongoing computer support for El Dorado Transit staff as required
- Troubleshoot, maintain, and manage the network, services, computers and peripherals
- Maintain software updates and upgrades for all operating systems
- Hardware and software purchasing assistance
- Hardware and software installation assistance
- Provide prompt service response time

DISCUSSION

The attached Professional Services Agreement (Agreement) is a standard agreement approved as to form by legal counsel. Exhibit A and Exhibit B to the Agreement details the scope of work and fee schedule.

Exhibit A of the Professional Services Agreement is the proposed RTS ITCare Agreement FY 2019/20. The proposed rate of \$95.00 per month per device (workstations and servers) will remain static.

Exhibit B of the Professional Services Agreement is an addendum to the proposed RTS ITCare Agreement FY 2019/20 for continued management of local backup repositories for all designated Managed Servers. The proposed rate of \$175.00 per month will remain static.

Approved as to form by El Dorado Transit Legal Counsel.

FISCAL IMPACT

Fiscal Year 2019/20 Preliminary Budget includes \$70,000.00 in the Service Contracts and Equipment budget line Item 5090.06 for computer and network support.

Details of coverage are included in Exhibit A and Exhibit B of the Agreement.

Purchase Order:

Monthly service charges	\$53,010.00
Back-up overage charges	\$ 2,100.00
Contingency	<u>\$14,890.00</u>
Total	\$70,000.00



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY

PROFESSIONAL SERVICES AGREEMENT

with

RTS Computer Services

for

Computer and Network Support Services

THIS AGREEMENT, made and entered into this 1st day of July, 2019, by and between El Dorado County Transit Authority, hereinafter referred to as "EL DORADO TRANSIT," and RTS Computer Services, hereinafter referred to as "CONSULTANT".

WITNESSETH

CONSULTANT and EL DORADO TRANSIT do mutually hereby agree as follows:

SECTION 1 - ORGANIZATION AND CONTENTS

- SECTION 1 ORGANIZATION AND CONTENTS
- SECTION 2 SCOPE OF CONSULTING SERVICES - BASIC
- SECTION 3 SCOPE OF CONSULTING SERVICES - ADDITIONAL;
COMPLETION SCHEDULE
- SECTION 4 NOTICE TO PROCEED AND EFFECTIVE DATE OF CONTRACT;
PROGRESS; COMPLETION
- SECTION 5 TIME OF PERFORMANCE
- SECTION 6 COMPENSATION
- SECTION 7 CHANGES TO SCOPE - BASIC
- SECTION 8 COMPLIANCE WITH LAWS, RULES, and REGULATIONS
- SECTION 9 EXHIBITS INCORPORATED
- SECTION 10 RESPONSIBILITY OF CONSULTANT
- SECTION 11 RESPONSIBILITY OF EL DORADO TRANSIT
- SECTION 12 TERM
- SECTION 13 TERMINATION FOR CONVENIENCE OF EL DORADO TRANSIT
- SECTION 14 TERMINATION OF AGREEMENT FOR CAUSE
- SECTION 15 INTEREST OF OFFICIALS AND CONSULTANT
- SECTION 16 SUBCONTRACTING
- SECTION 17 SUCCESSORS AND ASSIGNS
- SECTION 18 INDEPENDENT CONTRACTOR
- SECTION 19 EQUAL EMPLOYMENT OPPORTUNITY
- SECTION 20 DISADVANTAGED BUSINESS ENTERPRISE
- SECTION 21 TITLE VI COMPLIANCE

SECTION 22 PUBLICATIONS
SECTION 23 INDEMNIFICATION
SECTION 24 COMPLIANCE HEALTH AND SAFETY REGULATIONS
SECTION 25 INSURANCE
SECTION 26 OWNERSHIP OF DOCUMENTS
SECTION 27 DOCUMENTATION/ACCESS TO RECORDS
SECTION 28 NOTICES
SECTION 29 JURISDICTION
SECTION 30 INTEGRATION
SECTION 31 CONFIDENTIALITY

EXHIBIT A PROPOSAL OF CONSULTANT CONTAINING DESCRIPTION OF SCOPE OF WORK.

SECTION 2 - SCOPE OF CONSULTING SERVICES - BASIC; SCHEDULE

CONSULTANT agrees to perform all work described in Exhibit "A" entitled ITCare Agreement FY 2019-20 and Exhibit "B" entitled ITCare Agreement FY 2019-20 Addendum 1 attached hereto and incorporated herein by this reference as if set forth in full.

SECTION 3 - SCOPE OF CONSULTING SERVICES - ADDITIONAL

It is understood by EL DORADO TRANSIT and CONSULTANT that it may be necessary, in connection with this project, for CONSULTANT to perform or secure the performance of related services other than those set forth in Exhibit "A". In such instance, CONSULTANT shall advise EL DORADO TRANSIT, in advance and in writing, of the need for such additional services, their cost and the estimated time required to perform them (if appropriate). CONSULTANT shall not proceed to perform any such additional service until EL DORADO TRANSIT has determined that such service is beyond the scope of the basic services to be provided by CONSULTANT, is required, and has given its written authorization to perform or obtain it. Each additional service so authorized shall constitute an amendment to this Agreement.

SECTION 4 – PURCHASE ORDER AND EFFECTIVE DATE OF CONTRACT; PROGRESS; COMPLETION

Upon execution of this Agreement by the parties, EL DORADO TRANSIT shall give CONSULTANT a 'Purchase Order' for the work. Such notice may authorize CONSULTANT to render all of the services contemplated herein, or such portions or phases as may be mutually agreed upon. In the latter event, EL DORADO TRANSIT shall, in its sole discretion, issue subsequent notices from time to time regarding further portions or phases of the work. Upon receipt of such notices, CONSULTANT shall diligently proceed with the work authorized and complete it within the agreed time period.

SECTION 5 - TIME OF PERFORMANCE

CONSULTANT shall commence work within five (5) days following issuance of a Purchase Order. CONSULTANT shall complete the performance of its obligations under this

Agreement in accordance with the dates and times indicated in Exhibit "A", unless an extension of time is granted in writing by EL DORADO TRANSIT, which said extension, if any, shall be granted only for good cause as determined at the sole discretion of EL DORADO TRANSIT. CONSULTANT shall not be held responsible for delays beyond its reasonable control.

SECTION 6 - COMPENSATION

For services performed pursuant to this Agreement as outlined in Exhibits A and B, EL DORADO TRANSIT agrees to pay and CONSULTANT agrees to accept as payment in full, the amount of \$4,592.50 per month plus payments for additional approved services not to exceed a total amount of \$70,000.00 for informational technology support.

CONSULTANT shall submit a bill each month upon successful completion of the monthly services outlined in said Exhibits A and Exhibit B attached hereto. Payment shall be made by EL DORADO TRANSIT within fifteen (15) days of receipt of the billing for the completed task. No statements shall be sent until the task has been accepted as complete by EL DORADO TRANSIT. It is mutually agreed between the parties that no payments made under the Agreement shall be conclusive evidence of the performance of the Agreement, either wholly or in part, against any claim of the CONSULTANT, and no payment shall be construed to be in acceptance of any defective work or improper materials.

SECTION 7 – ADDITIONAL WORK

In the event non-covered services on an hourly basis as set forth in Exhibit A are required, CONSULTANT shall submit a work order to EL DORADO TRANSIT listing the scope and cost of such services. CONSULTANT may proceed to complete such additional work upon receipt of written approval by EL DORADO TRANSIT. The costs for such additional work shall be submitted with the monthly bill and shall include a detailed explanation of the work performed, the individual completing the work, the date the work was performed and the hours spent in completing the work.

SECTION 8 - COMPLIANCE WITH LAWS, RULES, REGULATIONS

All services performed by CONSULTANT pursuant to this Agreement shall be performed in accordance and full compliance with professional standards regarding the interpretation of all applicable and non-conflicting Federal, State or City statutes as amended, and any rules or regulations promulgated thereunder, as interpreted by the appropriate enforcement agency at the time of performance of this project.

SECTION 9 - EXHIBITS INCORPORATED

All Exhibits referred to in this Agreement and attached to it are hereby incorporated in it by this reference.

SECTION 10 - RESPONSIBILITY OF CONSULTANT

By executing this Agreement, CONSULTANT warrants to EL DORADO TRANSIT that he/she possesses, or will arrange to secure from others, all of the necessary professional consulting capabilities, licenses, certifications, experience, resources and facilities to provide to EL DORADO TRANSIT the services contemplated under this Agreement. CONSULTANT further agrees that he/she will follow the current, prevailing, generally accepted practice of the consulting profession to make findings, render opinions, prepare factual presentations, and provide professional advice and recommendations regarding the project for which services are rendered under this Agreement.

SECTION 11 - RESPONSIBILITY OF EL DORADO TRANSIT

In relation to the project/work described by this Agreement, EL DORADO TRANSIT shall:

- A. Assist CONSULTANT by placing at his/her disposal all available information pertinent to the project, including previous reports and any other relevant data;
- B. Guarantee access to and make all provisions for CONSULTANT to enter upon public and private property as required for CONSULTANT to perform his/her services;
- C. Examine all studies, reports, proposals and other documents presented by CONSULTANT, and render verbally or in writing as may be appropriate, decisions pertaining thereto within a reasonable time so as not to delay the services of CONSULTANT;
- D. Designate in writing a person to act as EL DORADO TRANSIT'S representative with respect to all work to be performed under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define EL DORADO TRANSIT'S policies and decisions with respect to materials, equipment, elements and systems pertinent to CONSULTANT'S services; and
- E. Furnish approvals and permits from all governmental authorities having jurisdiction over the project and such approvals and consents from others as may be necessary for completion of the Project.

SECTION 12 - TERM

The term of this Agreement shall commence upon EL DORADO TRANSIT'S issuance to CONSULTANT of a Purchase Order for all or a portion of the work as hereinabove provided, and shall end upon EL DORADO TRANSIT'S acceptance and payment for such portion of the work as was authorized by such notice, but in no event beyond the end of the Fiscal Year 2019/20.

SECTION 13 - TERMINATION FOR CONVENIENCE OF EL DORADO TRANSIT

EL DORADO TRANSIT may terminate this Agreement at any time by giving notice to CONSULTANT of such termination and specifying the effective date thereof, at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents and other materials shall, at the option of EL DORADO TRANSIT, become its property. If this Agreement is terminated by EL DORADO TRANSIT as provided herein, CONSULTANT shall be paid a total amount that is the ratio of completed tasks, and mutually agreed percent-completed

tasks, to total services as determined by EL DORADO TRANSIT, less payments already made under this contract. This proration shall be extended to cover any fixed fee charged for a fully completed product.

SECTION 14 - TERMINATION OF AGREEMENT FOR CAUSE

A. EL DORADO TRANSIT may, by written notice to CONSULTANT, terminate the whole or any part of this Agreement in any one of the following circumstances:

1. If CONSULTANT fails to perform the services called for by this Agreement within the time(s) specified herein, or any extension thereof; or
2. If CONSULTANT fails to perform the services called for by this Agreement or so fails to make progress as to endanger performance of this Agreement in accordance with its terms, and in either of these two circumstances does not substantially begin to correct such failure within a period of ten (10) days (or such longer period as EL DORADO TRANSIT may authorize in writing) after receipt of notice from EL DORADO TRANSIT specifying such failure.

B. In the event EL DORADO TRANSIT terminates this Agreement in whole or in part as provided in Paragraph "A" above, EL DORADO TRANSIT may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

C. Except with respect to defaults of subcontractors, CONSULTANT shall not be liable for any excess costs if the failure to perform arises out of causes beyond the control and without the fault or negligence of CONSULTANT. Such causes include, but are not limited to, acts of God or of the public enemy, acts of government, in its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, and unusually severe weather. In the event the failure to perform is caused by the default of a subcontractor, CONSULTANT shall not be liable for failure to perform, unless the services to be furnished by the subcontractor were obtainable from other sources in sufficient time and within budgeted resources to permit CONSULTANT to meet the required delivery schedule or other performance requirements.

D. Should the Agreement be terminated as provided in Paragraph "A" above, CONSULTANT shall provide EL DORADO TRANSIT with all finished and unfinished documents, data, studies, services, drawings, maps, models, photographs, reports, etc., prepared by CONSULTANT pursuant to this Agreement. Upon termination as provided in Paragraph "A" above, CONSULTANT shall be paid the value of the work performed, as determined by EL DORADO TRANSIT, less payments of compensation previously made. Payments previously made by EL DORADO TRANSIT to CONSULTANT shall be credited to the amount payable to CONSULTANT for allowable costs as provided herein, except, however, CONSULTANT shall be entitled to a proportionate fixed fee, if any, which in the opinion of EL DORADO TRANSIT, it has legitimately earned and was not related to the cause for which this Agreement was terminated.

E. If after notice of termination of this Agreement, as provided for in this Section, it is determined for any reason that CONSULTANT was not in default under the provisions of this Section or that the default was excusable under the provisions of this Section, then the rights and

obligations of the parties shall be the same as if the Agreement had been terminated for the convenience of EL DORADO TRANSIT.

SECTION 15 - INTEREST OF OFFICIALS AND CONSULTANT

A. No member of, or delegate to, the Congress of the United States of America nor any Resident Commissioner shall be admitted to any share or part hereof or to any benefits to arise here from.

B. CONSULTANT hereby covenants that he or she has, at the time of the execution of this Agreement, no interest, and that he or she shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed pursuant to this Agreement. CONSULTANT further covenants that in the performance of this work, no person having any such interest shall be employed.

SECTION 16 - SUBCONTRACTING

A. CONSULTANT shall not subcontract or otherwise assign any portion of the work to be performed under this Agreement without the prior written approval of EL DORADO TRANSIT.

B. In no event shall CONSULTANT subcontract for work in excess of the amounts shown in Exhibit "A". Specialized services are those items not ordinarily furnished by a consultant performing the particular type of study.

C. All subcontracts shall be subject to the provisions contained in this contract between EL DORADO TRANSIT and CONSULTANT.

SECTION 17 - SUCCESSORS AND ASSIGNS

This Agreement shall be binding upon and shall inure to the benefit of any successors to, or assigns of, the parties. CONSULTANT shall not assign, delegate or transfer the rights and duties under this Agreement or any part thereof without the prior written consent of the other party to this Agreement.

SECTION 18 - INDEPENDENT CONTRACTOR

EL DORADO TRANSIT and CONSULTANT agree that CONSULTANT is an independent contractor. CONSULTANT shall be solely responsible for the conduct and control of the work performed under this Agreement. CONSULTANT shall be free to render consulting services to others during the term of this Agreement, so long as such activities do not interfere with or diminish CONSULTANT'S ability to fulfill the obligations established herein to EL DORADO TRANSIT.

SECTION 19 - EQUAL EMPLOYMENT OPPORTUNITY

In connection with the performance of this Agreement, CONSULTANT shall not discriminate against any employee or applicant for employment because of race, color, age, creed, sex, or national origin. Such action shall include, but not be limited to, the following: employment,

upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

SECTION 20 - DISADVANTAGED BUSINESS ENTERPRISE (DBE)

A. To the extent that Federal funds are used, it is the policy of the U.S. Department of Transportation that minority and women-owned business enterprises (hereby referred to as DBEs), as defined in 49 CFR Part 23 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this Agreement.

B. To the extent applicable, CONSULTANT agrees to ensure that DBEs have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this Agreement. In this regard, CONSULTANT shall take all necessary and reasonable steps in accordance with 49 CFR Part 23 to ensure that DBEs have the maximum opportunity to compete for and perform contracts. CONSULTANT shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT-assisted contracts.

C. All subcontracts awarded by CONSULTANT shall contain the provisions included in paragraphs (A) and (B), as described immediately above.

SECTION 21 - TITLE VI COMPLIANCE

A. CONSULTANT agrees to comply with Title VI of the Civil Rights Act of 1964 (49 USC 2000d) and the regulations of the U.S. Department of Transportation issued thereunder in 49 CFR Part 21.

B. During the performance of this Agreement the CONSULTANT, for itself, its assignees and successors in interest, agrees as follows:

1. **Compliance with Regulations:** The CONSULTANT shall comply with the Regulations relative to nondiscrimination in federally-assisted programs, Title 49 Code of Federal Regulations, Parts 21, as they may be amended during the period of this contract (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
2. **Nondiscrimination:** The CONSULTANT, with regard to the work performed by it during the Agreement, shall not discriminate on the grounds of race, religion, color, sex, age or national origin in the selection or retention of subcontractors, including procurements of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the Agreement covers a program set forth in Appendix B of the Regulations.
3. **Solicitations for subcontractors, including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiations made by the CONSULTANT for work to be performed under a subcontract, including procurements of materials or leases of

equipment, each potential subcontractor or supplier shall be notified by the CONSULTANT of the CONSULTANT'S obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, religion, color, sex, age or national origin.

4. Information and Reports: The CONSULTANT shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by EL DORADO TRANSIT to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a consultant is in the exclusive possession of another who fails or refuses to furnish this information, the CONSULTANT shall so certify to EL DORADO TRANSIT, as appropriate, and shall set forth what efforts it has made to obtain the information.

C. Sanctions for Noncompliance: In the event of the CONSULTANT'S noncompliance with the nondiscrimination provisions of this Agreement, EL DORADO TRANSIT shall impose such contract sanctions as it may determine to be appropriate, including, but not limited to:

1. Withholding of payments to the CONSULTANT under the Agreement until the CONSULTANT complies, and/or;
2. Cancellation, termination or suspension of the Agreement, in whole or in part.

D. Incorporation of Provisions: the CONSULTANT shall include the provisions of Paragraphs A and B (including all subparts) of this Section in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any subcontract or procurement as EL DORADO TRANSIT may direct as a means of enforcing such provisions including sanctions for noncompliance: provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the CONSULTANT may request EL DORADO TRANSIT to enter into such litigation to protect the interests of EL DORADO TRANSIT, and in addition, the CONSULTANT may request the United States to enter into such litigation to protect the interests of the United States.

E. Civil Rights: All subcontractors awarded by contractors shall contain provisions requiring compliance with Title VI of the Civil Rights Act of 1964, as amended. Accordingly, 49 CFR Part 21, through Appendix C and 23 CFR 710.405(b) shall be made applicable by reference in all subcontracts financed in whole or in part with Federal funds.

SECTION 22 - PUBLICATION

A. Any and all reports published by CONSULTANT shall acknowledge that it was prepared in cooperation with EL DORADO TRANSIT.

B. Articles, reports, or works reporting on the work provided for herein, or on portions thereof, which are published by CONSULTANT shall contain in the foreword, preface, or footnote the following statement:

"The contents of this report reflect the view of the author who is responsible for the facts and accuracy of the data presented herein. The contents do not necessarily reflect the official views of EL DORADO TRANSIT. This report does not constitute a standard, specification, or regulation."

C. Articles, reports, or works reporting on the work provided for herein, or on portions thereof, which are published by CONSULTANT shall contain in the inside cover page:

SECTION 23 - INDEMNIFICATION

To the fullest extent allowed by law, CONSULTANT shall defend, indemnify, and hold the EL DORADO TRANSIT, its officers, agents and employees, harmless against and from any all claims, suits, losses, damages and liability for damages, including reasonable attorney's fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, EL DORADO TRANSIT employees, and the public, or damage to property, or any economic or consequential losses, to the extent caused by the negligent acts, errors or omissions, recklessness, or willful misconduct, of CONSULTANT or those for whom CONSULTANT is legally liable and which are claimed to or in any way arise out of or are connected with the Work by CONSULTANT, his agents or employees including CONSULTANT's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of EL DORADO TRANSIT, CONSULTANT, subcontractor(s) and employee(s) of CONSULTANT, or any of these, except for the sole, or active negligence of EL DORADO TRANSIT, its officers and employees, and except as expressly prescribed by statute. This duty of CONSULTANT to indemnify and hold EL DORADO TRANSIT harmless includes the duties to defend set forth in California Civil Code Section 2778.

SECTION 24 – COMPLIANCE HEALTH AND SAFETY REGULATIONS

EL DORADO TRANSIT requires all consultants and vendors to place the highest importance on health and safety for all work performed on behalf of EL DORADO TRANSIT. CONSULTANT shall, at all locations where work is to be performed on behalf of EL DORADO TRANSIT, comply with all applicable federal, state, and local fire, safety and health statutes, ordinances, codes, and regulations, as well as the rules, policies and orders of any applicable regulatory entity or agency, at CONSULTANT's sole cost and expense. CONSULTANT shall ensure that all of its employees, agents, and representatives are knowledgeable of all safety, fire, and health requirements and regulations applicable to the work performed on behalf of EL DORADO TRANSIT.

SECTION 25 – INSURANCE

The CONSULTANT shall provide proof of a policy of insurance satisfactory to EL DORADO TRANSIT and documentation evidencing that the CONSULTANT maintains insurance that meets the following requirements.

- A. Full Workers' Compensation and Employer's Liability Insurance covering all employees of CONSULTANT as required by law in the State of California. If CONSULTANT does not have any employees, CONSULTANT is not required to maintain Worker's Compensation Insurance.

- B. Commercial General Liability Insurance of not less than One Million Dollars (\$1,000,000) combined single limit per occurrence for bodily injury and property damage
- C. Automobile Liability Insurance of not less than Five Hundred Thousand (\$500,000) is required in the event motor vehicles are used by the CONSULTANT in performance of the Agreement.
- D. Proof of coverage satisfactory to EL DORADO TRANSIT as evidence that the insurance required herein is being maintained shall be provided. The insurance will be issued by an insurance company acceptable to EL DORADO TRANSIT, or be provided through partial or total self-insurance likewise acceptable to EL DORADO TRANSIT.
- E. The certificate of insurance must include the following provisions stating that:
 - 1) The insurance required herein shall provide that no cancellation or material change in any policy shall become effective except upon thirty (30) days prior written notice to EL DORADO TRANSIT; and
 - 2) EL DORADO TRANSIT, its officers, officials, employees, and volunteers are included as additional insured, but only insofar as the operations under this Agreement are concerned. This provision shall apply to all liability policies except Workers' Compensation, automobile and professional liability insurance policies. Proof that EL DORADO TRANSIT is named additional insured shall be made by providing EL DORADO TRANSIT with a certified copy, or other acceptable evidence, or an endorsement to insurance policy naming EL DORADO TRANSIT as additional insured.
- F. CONSULTANT agrees that the insurance required herein shall be in effect at all times during the term of this Agreement. In the event said insurance coverage expires at any time or times during the term of this Agreement, CONSULTANT agrees to provide at least thirty (30) days prior to said expiration date, a new certificate of insurance evidencing insurance coverage as provided for herein for not less than the remainder of the term of the Agreement, or for a period of not less than one (1) year. New certificates of insurance are subject to the approval of EL DORADO TRANSIT and CONSULTANT agrees that no work or services shall be performed prior to such approval. In the event CONSULTANT fails to keep in effect at all times insurance coverage as herein provided, EL DORADO TRANSIT may, in addition to any other remedies it may have, terminate this Agreement upon the occurrence of such event.
- G. Certificate of insurance shall meet such additional standards as may be determined by EL DORADO TRANSIT as essential for protection of EL DORADO TRANSIT.

- H. CONSULTANT shall not commence performance of this Agreement unless and until compliance with each and every requirement of the insurance policy is achieved.
- I. Failure of CONSULTANT to maintain the insurance required herein, or to comply with any of the requirements of the insurance provisions, shall constitute a material breach of the entire Agreement.
- J. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the District, its officers, officials, employees or volunteers.
- K. The CONSULTANT's insurance coverage shall be primary insurance as respects EL DORADO TRANSIT, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by EL DORADO TRANSIT, its officers, officials, employees, or volunteers shall be in excess of the CONSULTANT's insurance and shall not contribute with it.
- L. The insurance companies shall have no recourse against EL DORADO TRANSIT, its officers, agents, employees or any of them for payment of any premiums or assessments under any policy issued by an insurance company.
- M. CONSULTANT's indemnity and other obligations shall not be limited by the insurance required herein and shall survive the expiration of this Agreement.
- N. Any deductibles or self-insured retentions must be declared and approved by EL DORADO TRANSIT. At EL DORADO TRANSIT's option, either: Insurer shall reduce or eliminate such deductibles or self-insured retentions as respects EL DORADO TRANSIT, its officers, employees and volunteers, or CONSULTANT shall procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses.
- O. In the event CONSULTANT cannot provide an occurrence policy, CONSULTANT shall provide insurance covering claims made as a result of performance of this Agreement for not less than three (3) years following completion of performance of this Agreement.

SECTION 26 - OWNERSHIP OF DOCUMENTS

Original documents, methodological explanations, computer programs, computer files, drawings, designs and reports generated by this Agreement shall belong to and become the property of EL DORADO TRANSIT in accordance with accepted standards relating to public work contracts. Any additional copies, not otherwise provided for herein, shall be the responsibility of EL DORADO TRANSIT. Software used but not created in the performance of this agreement is not included. CONSULTANT shall not be held responsible for modification, re-use, or misuse of these various documents and other instruments of professional service.

SECTION 27 - DOCUMENTATION/ACCESS TO RECORDS

CONSULTANT shall document the results of the work to the satisfaction of EL DORADO TRANSIT. Such documentation may include preparation of progress and final reports, plans, specifications and estimates, or similar evidence of attainment of contract objectives.

CONSULTANT and its subcontractors shall maintain all books, documents, papers, accounting records, and other evidence pertaining to costs incurred, and makes such materials available at their respective offices at all reasonable times during the contract period and for three years from the date of final payment to CONSULTANT. Such materials shall be available for inspection by authorized representatives of EL DORADO TRANSIT, or the copies thereof shall be furnished if requested. The U.S. Department of Transportation, Caltrans, the Comptroller General of the United States, or any authorized representatives of these agencies, shall have access to any books, documents, papers and records of the CONSULTANT which are directly pertinent to that specific contract, for the purpose of making audit, examination, excerpts, and/or transcriptions.

SECTION 28 - NOTICES

Any notices required to be given pursuant to this Agreement shall be deemed to have been given by their deposit, postage prepaid, in the United States Postal Service, addressed to the parties as follows:

- | | |
|--------------------------|---|
| A. To EL DORADO TRANSIT: | Mindy Jackson, Executive Director
El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA 95619 |
| B. To CONSULTANT: | Tony Snider, President
RTS Computer Services
1037 Suncast Lane, Suite 102
El Dorado Hills, CA 95762

Phone Number (530) 676-2020 |

Nothing hereinabove shall prevent either EL DORADO TRANSIT or CONSULTANT from personally delivering any such notices to the other.

SECTION 29 - JURISDICTION

Except as otherwise specifically provided, this Agreement shall be administered and interpreted under the laws of the State of California. Jurisdiction of litigation arising from this Agreement shall be in that State. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of the Agreement shall be in full force and effect.

SECTION 30 - INTEGRATION

This agreement represents the entire understanding of EL DORADO TRANSIT and CONSULTANT as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by EL DORADO TRANSIT and CONSULTANT.

SECTION 31 – CONFIDENTIALITY

CONSULTANT hereto agrees to keep confidential and not to disclose, directly or indirectly, any information regarding the EL DORADO TRANSIT’s business, including without limitation, information with respect to operations, procedures, methods, accounting, technical data, or existing or potential customers, or any other information which EL DORADO TRANSIT has designated as confidential.

CONSULTANT agrees that CONSULTANT, its employees, agents and representatives shall not, either during the term of this Agreement or at any time thereafter, disclose any proprietary, secret or confidential information of EL DORADO TRANSIT to any third party whatsoever without express written consent of EL DORADO TRANSIT.

CONSULTANT shall secure all documents, work in process, products or other items incorporating any EL DORADO TRANSIT’s information in a manner that will prevent its unauthorized disclosure.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement the day and year first above written.

EL DORADO TRANSIT:

CONSULTANT:

By _____
Mindy Jackson, Executive Director

By _____
Tony Snider, President

APPROVED AS TO FORM:

Michael Tucker
Attorney for El Dorado County Transit Authority

**EXHIBIT “A” and EXHIBIT “B”
PROPOSAL OF CONSULTANT CONTAINING
DESCRIPTION OF SCOPE OF WORK**

	14
RTS Computer Services 2019-20-003	
Professional Services Agreement 2019-07-01	78



RTS IT, Inc.
1037 Suncast Lane, Suite 102
El Dorado Hills, CA 95762
530-676-2020
www.rtscomp.com

ITCare Agreement FY 2019-2020

Computer and Network Support Services

El Dorado County Transit Authority

Prepared By:

**Tony Snider
RTS IT, Inc.
1037 Suncast Lane, Suite 102
El Dorado Hills, CA 95762
530.676.2020**

Prepared For:

**Mindy Jackson
El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA 95619
530.642.5383**

Table of Contents

Table of Contents	2
Summary	3
Technical Approach.....	4
Project Management System.....	6
Technical Staff.....	7
Organizational Chart	8
Consultant Qualifications and References.....	9
References	9
Time and Services	10
Exclusions.....	11
ITCare - Frequently Asked Questions.....	12
Agreement	14
Services Definition	15
Important Information.....	15

Summary

RTS provides the following IT services on a monthly basis for El Dorado County Transit Authority (EDCTA):

- Ongoing computer support for EDCTA staff as required
- Troubleshoot, maintain, and manage the network, server, computers, and peripherals
- Maintain software updates and upgrades for all operating systems
- Hardware and software purchasing assistance
- Hardware and software installation
- Provide prompt service response time

RTS specializes in designing, installing, and maintaining computer networks. We use IT best practices to keep EDCTA's computers, server, software, security, and network up to date and performing up to expectations.

In the past Fiscal Year, RTS has performed a number of important upgrades and updates.

- Replaced Sonicwall Firewall with new Watchguard firewall
- Installed replacement UPS Battery Backup unit in Server Room
- Setup and installed new Network Temperature Sensor
- Added more storage (SSD + SAS) to HyperV Host Server
- Replaced 6 laptops
- Upgraded backup NAS storage drives
- Revised Inventory Asset Tracking List document
- Revised Network Diagram
- Upgraded numerous workstations to SSD from HDD

Thank you for your business, our entire team really appreciates the opportunity to work with your Agency!

Technical Approach

RTS IT, Inc. has continually proven to be a leader in the IT Support industry in El Dorado County for over 18 years. RTS is a California Corporation headquartered in El Dorado Hills, CA that has specialized in IT Support and Service since 2001. Our staff is comprised of 1 consultant, 2 experienced engineers, and 2 office staff who specialize in securing networks for small and medium-sized businesses and devote ourselves to continual improvement to maintain our skills. We have kept a steady staff even through the tough economy of 2008-2012.

RTS has designed, installed, and maintained networks for over 500 Small and Medium Sized Businesses, companies that have between 2 to 125 employees. Outsourced IT support is our specialty, and we work with suppliers to provide technology products and services that meet your changing needs.

We at RTS know that you need a system that is easily modified and easily learned by your employees. You can't afford to waste time, and we understand that. We stand ready to assign our expert staff to your specific IT Support tasks.

RTS will provide IT Support and Services in the following areas to meet EDCTA's requirements:

- **ITCare Services:** May include remote and on-site support, as necessary during normal business hours.
- **A Virtual IT staff:** for a fraction of the cost of a full time employee. RTS provides your office with a virtual IT staff to maintain your network, server, and workstations. This valuable service will save you money and time, minimizing emergency network problems. Your Virtual CIO, with over 25 years of experience in the IT field, will be assisting you with long term planning and budgeting. You also have the rest of the RTS Staff at your disposal, coordinating appointments and performing helpdesk and onsite technical services.
- **Remote Support:** With the ability to remotely connect to all systems managed by RTS upon user request, response times to your issues are vastly improved. RTS remote technology is secured by an encrypted tunnel, which uses security similar to most online banking technologies.
- **Network and Server monitoring:** notifies us of "unusual" events that can turn into downtime, data loss, or other problems, and gives us an opportunity to proactively fix issues before they interrupt your business flow. Small Business Server clients receive additional monitoring and alerting provided by built-in Microsoft features.
- **Update & Patch Management:** Updates and Patches are designed to fix problems with the operating system, office suite, antivirus, and various other programs. These updates improve the security, usability and performance of your server and workstations.
- **System & Event Log Monitoring:** RTS will remotely monitor your server and workstation system event logs, application event logs and security event logs for problems around the clock.
- **Security Monitoring:** RTS provides real-time monitoring of your security logs, monitoring for unauthorized and illegal activities. Events such as multiple logon attempts will be reported back to the help desk as they occur.
- **System Maintenance:** RTS provides the necessary file cleaning and software maintenance to optimize all of your systems, such as temporary file cleanup, hard drive defragmentation, virus scans and updates, Spyware scans and updates, backup verifications, and much more. This will keep your systems running at peak speed and performance.

- **Virus & Spyware Threat Management:** Today's Viruses and Spyware can take advantage of network services to spread their infections via the internet, email, and networks. ITCare™ will monitor your systems and ensure the latest anti-virus and anti-spyware definitions are installed and functioning.
- **Asset Management:** A detailed record of all system assets is maintained and a copy of the onsite ITCare™ Network Manual will be prepared and maintained as needed by RTS Staff.
- **Normal business hours:** Monday through Friday, 8am to 5pm, non-holiday. Extended hours to cover EDCTA business hours will be provided as necessary, included in ITCare Plan.

Project Management System

Technology projects may be very lengthy and costly to your organization. There are always complexities in dealing with newer technology and ensuring that all the pieces integrate together. There are also challenges in implementing infrastructure with as little impact on users as possible. All of these challenges can be overcome through a proper mix of planning and executing. The planning aspect is where project management processes and techniques are needed. RTS resists the urge to jump straight into the execution and spends an ample amount of time in the planning stage of a project or task to ensure success.

Proper planning and management of the IT Support or project effort will take more time up front but will be more than rewarded with efficiencies and savings throughout the rest of the project. RTS follows project management best practices:

- Prepare by utilizing a project plan.
- Create a project timeline.
- Define project management procedures up front.
- Look for warning signs like scope creep.
- Ensure that the Client approves scope-change requests.
- Identify risks up front if at all possible.
- Continue to assess potential risks throughout the project.
- Resolve issues as quickly as possible.

RTS is committed to using best practices when executing IT Support tasks, be it a full network upgrade project or just ongoing server maintenance.

Technical Staff

The following consultants will be responsible for maintaining EDCTA technology services:

Tony Snider

Title: Principal Consultant

Tony is the Principal Consultant and President of RTS Computer Services, with over 30 years of experience in Technology Services. Prior to starting RTS, he worked as a Senior IT consultant for IBM and Atos/Origin, two of the largest Technology Companies in the world. Before working in the corporate IT world, in the early era of computers, Tony spent seven years in the '80s and '90s building IBM compatible PCs for business and personal users at his first company, I-Deal Computers. In 1999 he moved his family to El Dorado County, and started RTS Computer Services, which has grown steadily all 17 years. RTS maintained its solid base of clients throughout the most recent economic downturn, without significant loss of revenue. We attribute this to our outstanding level of service and client satisfaction.

Tony is experienced in all aspects of IT Support, including networks and servers, all versions of windows and DOS, a majority of desktop applications, and numerous third party applications. He is the go-to IT Consultant in El Dorado County, and has worked with over 1300 local area clients over the years.

Aaron Stewart

Title: Systems Engineer

Aaron is our primary Systems Engineer at RTS. He has been with RTS over 2 years, and has several years of technology experience prior to his role at RTS. Aaron specializes in the day to day technical support and designing solutions for our business clients in El Dorado, Sacramento, and Placer counties. Experienced in delivering the best solutions to fit each client's needs, Aaron handles troubleshooting and problem solving across all aspects of IT in business environment.

Casey Frame

Title: Technician

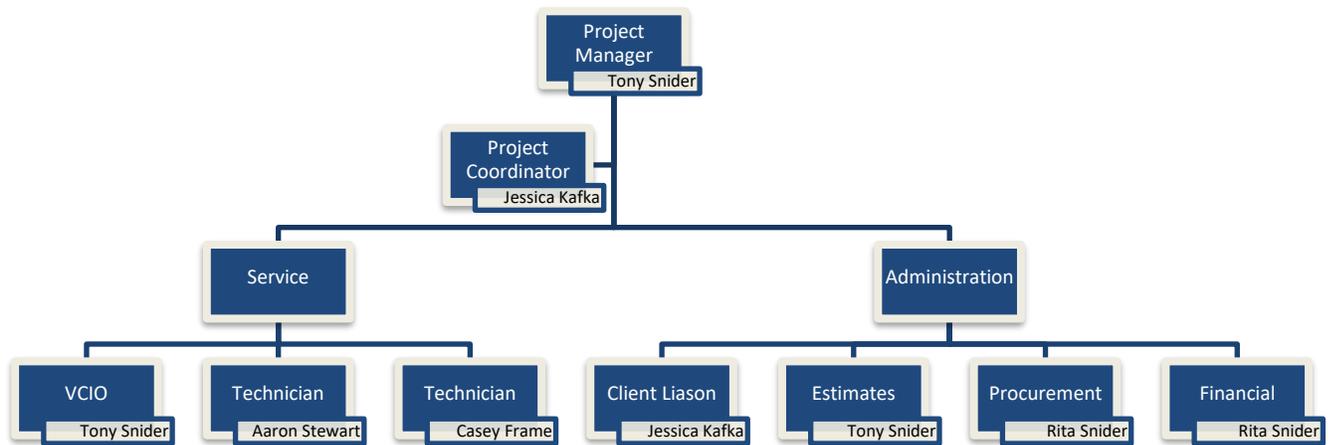
Casey, the newest member of our team, loves all things technology, and comes to RTS with an intensive background of cyber security & networking. Casey loves a challenge and uses his expert research and vast knowledgebase digging skills to get to the bottom of extremely difficult problems. For RTS, Casey specializes in architecting and executing ITCare "best practices" and proactive maintenance, and will be assisting with implementation of higher cyber security practices across all client networks.

Jessica Kafka

Title: Service/Project Coordinator

Jessica, growing with RTS since 2009 enjoys assisting the operations team, coordinating efficient schedules, planning projects, and acting as client liason or "translator" between client users and technicians. Jessica is happy to help coordinate any client needs and assign the appropriate technical resource for most efficient use of client's time and resources, helping to deliver the best client experience possible.

Organizational Chart



Consultant Qualifications and References

RTS takes pride in being an equal-opportunity employer, and promoting a safe & discrimination-free place to work. Despite political opinion of any member of our staff, as a company, RTS adheres to strict policy of no political affiliation, and services all clients equally. RTS states that our firm has no conflict of interest, political, gender, age, racial, of any kind.

References

The following are some of our happy clients, we like to call them family. Feel free to contact any of our references about their experience with RTS. For more details, see our web site references page at: <http://www.rtscomp.com/why-rt>

American River Conservancy

Alan Ehrgott, Director

Phone: 530-295-2190

E-mail: ehrgott@arconservancy.org

www.arconservancy.org

Client since March 2008

IT Consulting, Managed Services, Server Implementation, End User Desktop Support, Backup Services, Anti-Virus Services

Cook Custom, Cabinetry, Inc.

Chip Scowcroft, Co-Owner

Phone: 530-621-0851

E-mail: cscowcroft@cccabinetryinc.com

www.cccabinetryinc.com

Client since August 2002

IT Consulting, Managed Services, Server Implementation, Desktop Support, Website Hosting

The Center for Violence Free Relationships

Mary Korkelia, Chief Financial Officer

Phone: 530-295-4206

E-mail: maryk@thecenternow.org

www.thecenternow.org

Client since November 2007

IT Consulting, Managed Services, Server Implementation, Desktop Support, Operating System and Hardware Upgrades, Backup, Anti-Spam, Anti-Virus Services

Time and Services

Customer Information			
Client Name:	El Dorado County Transit Authority		
Phone:	530.642.5383		
Email:	mjackson@eldoradotransit.com		
Billing Address:	6565 Commerce Way		
	Diamond Springs	CA	95619
Service Level Information			
Service Level:	ITCare Gold Service Plan		
Number of Seats including Servers:	46.5 (22.5 Desktops / 12 Laptops / 12 Servers)		
Cost per Seat:	\$95		
Services Included as necessary:	<p>Anti-Spam, Antivirus, Managed Firewall, Managed Network, Managed Servers, Managed Desktops.</p> <p>Server/Network/Workstation/Laptop hardware and Projects not Included (Examples: Office Moves, Cabling, Server Migrations, Hardware Repair, Line of Business Applications, Etc.). Equipment procured via previously contracted Vendors. 2 Hour Response Time.</p>		
Monthly Payment	\$4417.50		
Payment Occurrence:	Monthly Net 15 days		
Due Date of First ITCare Invoice:	Net 15 days		
Consultant Services, Hourly	\$180.00 (Non-Covered, preferred rate per ITCare, normally \$200.00)		
Systems Engineer Services, Hourly	\$140.00 (Non-Covered, preferred rate per ITCare, normally \$165.00)		
Emergency/After Hours Rate:	\$220.00 (Non-Covered, preferred rate per ITCare, normally \$250.00)		

Exclusions

As per discussion with Scott Outsley, RTS is revising this year's agreement to more clearly state specific items that are out-of-scope of the ITCare coverage, as there is no way we can predict or plan for the amount of work that will be needed on a daily, weekly, monthly, or annual basis. Examples of exclusions include:

- Telecom (Mitel Phone System, infrastructure cabling)
- iPads / Tablets / Mobile Devices with the exception of connection to Email Accounts
- Line of Business Application Upgrades, Migrations, etc.
 - Routematch
 - Squarerigger
 - Quickbooks
- Security System
 - Access Systems / Cameras / Velocity
 - NOTE: Basic maintenance on server OK
- Copiers / Printers (hardware issues / paper jams / toner replacement / maintenance / etc)
 - NOTE: We are OK installing drivers, setting up security groups, etc
- Busses
 - Apollo cameras
 - Cradlepoints
 - Tablets
 - Any other hardware/software related to busses

NOTE: We are aware that all of these items have an IT component (servers, workstations, wireless network etc) that we are committed to maintain under agreement. Our agreement is to support the IT infrastructure - network gear, servers, workstations, laptops, and software apps that are not LOB Apps (Routematch, Apollo, Velocity, DVR, etc).

ITCare - Frequently Asked Questions

The following are questions we are frequently asked by other ITCare Clients. Feel free to ask any additional questions you feel necessary!

What exactly does “managed” mean in the services included as necessary sections?

Managed means we will be monitoring, maintaining, and updating the existing devices/software proactively as necessary to keep it running optimally. We want to proactively maintain the network and everything connected to it, eliminating downtime and keeping everything running as fast as possible.

*Note: We don't provide equipment warranty on the hardware unless it's the Platinum plan. So, **repairing computers that are out of the manufacturer's warranty are billable.** When we start having ongoing issues with hardware we strongly encourage our clients to retire the unit and replace with a new one.*

Anti-Spam and Anti-Virus would mean if we got attacked, you would resolve those for us?

Yes, we would work to prevent any threats and take care of them if did occur. We will also be on top of any staff members that are causing malware issues and ask management to back us up when trying to guide their behavior.

What does Managed Firewall Mean?

Managed Firewall means we will be monitoring, maintaining, and updating the existing devices/software proactively as necessary to keep it running optimally. We want to proactively maintain the network and everything connected to it to eliminate downtime and keep everything running as fast as possible. We'll maintain and update the firewall as needed to keep it running.

Managed network: I assume means you will remotely watch over the network you have configured and re-work if needed?

See #1 above, and yes we will care for everything attached to the network and monitor for threats proactively as long as that item is covered. We do discourage attaching devices to the network that we don't know about so we can do a good job monitoring everything.

Managed Servers: does this mean you will check on updates and monitor for fluctuations that may cause a problem?

Yes, our monitoring software is running 24/7 to ensure the health of the server and the entire network.

Managed desktops?

Managed means we will be monitoring, maintaining, and updating the existing devices/software proactively as necessary to keep it running optimally. We want to proactively maintain the network and everything connected to it to eliminate downtime and keep everything running as fast as possible.

Note: We don't provide equipment warranty on the hardware unless it's the Platinum plan. So that means repairing equipment out of the manufacturer's warranty is billable. When we start having ongoing issues with hardware, especially ones that are out of the Manufacturer's warranty period, we strongly encourage our clients to retire the unit and replace with a new one.

Since I am a novice web manager, if I had problems editing my website, do you offer assistance with my web editing program?

Gold or Platinum would cover any and all desktop issues as needed. Silver would have scheduled visits (could be remote also) under a block of time allocated for reactive support, we could handle that. Monitoring plan doesn't include reactive support labor on the desktops, so that would be a billable ticket.

We usually have contractors on our projects or premises that have an insurance rider for liability in case they are hurt. I believe this is a free service from your insurance company. Would you be able to offer that to us, assuming we would have you on our premises for work?

Yes, we definitely have a liability insurance policy. We will provide that for you as needed

Agreement

Client:

El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA 95619

Consultant:

RTS IT, Inc.
1037 Suncastr Lane, Suite 102
El Dorado Hills, CA 95762

Signature

Signature

Name (print)

Name (print)

Title

Title

Date

Date

Approved by: (Internal Use Only)

Name (print)	Signature	Date

Appendix B - General Provisions

Services Definition

To ensure RTS' ability to provide satisfaction to Client, the following provisions apply as appropriate to ITCareSM services contracted with RTS.

Important Information

Site Survey: At the initiation of services, **if applicable**, RTS will dispatch one or more engineers or technicians to document the current configuration of the network, current support contracts with technology related vendors including contact and support information. This process allows the RTS Support Team to understand Client's environment and to quickly diagnose problems. Clients with newly installed networks are not applicable.

Vendor Liaison: RTS will act as Client's duly appointed representative and advocate. RTS Support Team will diagnose problems and dispatch or contact third parties such as Internet providers, Hardware manufacturers, etc... when deemed necessary. **RTS Support Team is not intended to replace third party application support.**

Best Interest: In the event of a failure or problem, remedial activities (up to the contracted specified level) may commence prior to notifying Client of the problem. This will allow the RTS Support Team the ability to begin problem resolution, open trouble tickets with other vendors, or dispatch engineers and technicians with replacement parts when deemed necessary. In doing so, RTS is acting in Client's best interest to resolve the issue as quickly as possible.

Every Effort: Client's end users will make every effort to resolve problems with the RTS Support Team via remote access, telephone, or email, prior to RTS dispatching on-site support.

Administrative Access: It is preferable and in the case of ITCareSM, mandatory that RTS maintain and control administrative access to Client's network and be responsible for providing all other third parties with needed or requested access.

Notification of Changes to Hardware and Software: To ensure compatibility, proper budgetary planning, and ease of support, Client will allow RTS, at a minimum, prior notification of all technology related purchases that can affect performance of Client's network or availability of support.



RTS IT, Inc.
1037 Suncast Lane, Suite 102
El Dorado Hills, CA 95762
530-676-2020
www.rtscomp.com

ITCare Agreement FY 2019-2020

Computer and Network Support Services

(Addendum 1)

El Dorado County Transit Authority

Prepared By:

**Tony Snider
RTS IT, Inc.
1037 Suncast Lane, Suite 102
El Dorado Hills, CA 95762
530.676.2020**

Prepared For:

**Mindy Jackson
El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA 95619
530.642.5383**

Table of Contents

Table of Contents	2
Addendum to FY 2019-2020 ITCare Agreement	3
ITCare Managed Backup Service	3
Exceptions	3
Addition of Seats, Time and Services	4
Agreement - Addendum	5

Addendum to FY 2019-2020 ITCare Agreement

In regards to continuing El Dorado County Transit Authority's current Managed Backups Plan, RTS submits this addendum to outline the scope of the included services in addition to their existing ITCare Gold Service Plan.

ITCare Managed Backup Service

RTS will setup, configure, and manage local backup repositories for all designated Managed Servers. All endpoints will be backed up to an onsite NAS (network-attached-storage). RTS will manage and maintain NAS device, and repair or replace proactively or reactively as needed, whichever comes first.

RTS will receive alerting on backup failures and dispatch priority troubleshooting in event of backup failure to repair as quickly as possible.

RTS will manage transmission of cloud backups from onsite repository (NAS) to Cloud Repository (currently with client-owned Global Data Vault) and ensure successful backups.

Client will be alerted to backup failures and any required maintenance or changes in event of maintenance, upgrade, or repairs needed.

Exceptions

- Additional VMs will require additional cost, configuration, and setup and will not be backed up without approval.
- Workstation local endpoint backups are not managed or monitored as part of this agreement, but have been installed as a courtesy. Users are responsible for alerting when endpoint backups do not work and require troubleshooting.

Addition of Seats, Time and Services

Customer Information			
Client Name:	El Dorado County Transit Authority		
Phone:	530.642.5383		
Email:	mjackson@eldoradotransit.com		
Billing Address:	6565 Commerce Way		
	Diamond Springs	CA	95619
Service Level Information			
Service Level:	ITCare Managed Backup Service		
Annual Cost:	\$2100		
Services Included as necessary:	<p>Managed Backups - Ongoing proactive and reactive monitoring, maintenance, troubleshooting, repair.</p> <p>Connecting with Global Data Vault to ensure consistent success of cloud backups</p> <p>Repair / replacement of NAS equipment as necessary</p> <p>Not included: Workstation endpoint backups are not managed or monitored, but provided as a courtesy.</p>		
Monthly Payment	\$175		
Payment Occurrence:	Monthly Net 15 days		
Due Date of First ITCare Invoice:	Net 15 days		
Consultant Services, Hourly	\$180.00 (Non-Covered, preferred rate per ITCare, normally \$200.00)		
Systems Engineer Services, Hourly	\$140.00 (Non-Covered, preferred rate per ITCare, normally \$165.00)		
Emergency/After Hours Rate:	\$220.00 (Non-Covered, preferred rate per ITCare, normally \$250.00)		

Agreement - Addendum

Client:

El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA 95619

Consultant:

RTS IT, Inc.
1037 Suncastr Lane, Suite 102
El Dorado Hills, CA 95762

Signature

Signature

Name (print)

Name (print)

Title

Title

Date

Date

Approved by: (Internal Use Only)

Name (print)	Signature	Date

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. B25024

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/19

ACCOUNT: 5090.06 CLASS: 125
 ACCOUNT: VARIOUS CLASS: VARIOUS

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

TO: RTS IT INC
 1037 SUNCAST LANE SUITE 102
 EL DORADO HILLS, CA 95762

Contact: Tony Snider

Vendor Phone No: (530) 676-2020

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 15		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		INFORMATION TECHNOLOGY SUPPORT AND MONTHLY BACK-UP SERVICE FOR FISCAL YEAR 07/01/19 THROUGH 06/30/20 PER PROFESSIONAL SERVICES AGREEMENT PROPOSAL AND SCOPE OF WORK ON EXHIBIT "A" AND EXHIBIT "B"		NOT TO EXCEED: \$70,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$70,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$70,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

AGENDA ITEM 1 L
Consent Item

MEMORANDUM

DATE: April 4, 2019
TO: El Dorado County Transit Authority
FROM: Maria Harris, Human Resources Manager
SUBJECT: Fiscal Year 2019/20 Adopt Allocation Plan and Proposed Salary Schedule for Fiscal Year 2019/20

REQUESTED ACTION:
BY MOTION,

- 1. Adopt Resolution No. 19-11 Adopting the Allocation Plan for Fiscal Year 2019/20**
- 2. Adopt Resolution No. 19-12 Approving the Salary Schedule for Fiscal Year 2019/20**

BACKGROUND

As required under Article 3.10 of the El Dorado County Transit Authority Personnel Policies and Procedures Manual, Amended and Adopted 10/04/2018, Standard Salary Ranges. “Unless otherwise required by law or policy, a standard salary schedule, consisting of either flat rates or steps of hourly and equivalent monthly salary rates in dollars for employees in full-time positions, shall be established by Resolution of El Dorado Transit.”

The El Dorado County Transit Authority (El Dorado Transit) annually adopts a personnel allocation plan/table and approves the organizational chart. The proposed salary schedule and allocation for Fiscal Year (FY) 2019/20 are included for adoption. The allocation table and organizational chart for FY 2019/20 were approved on March 7, 2019 as part of a separate action. Adoption by Resolution is the requested action.

DISCUSSION

To comply with Board adopted policies and associated time frame for annual final budget adoption, staff recommends adoption of Resolution No. 19-11 Allocation Table and Resolution No. 19-12 approving FY 2019/20 Salary Schedule.

Personnel Allocation Resolution No. 19-11 (Attached)

The Approved Allocation Table noted in Resolution No. 19-11 is attached for reference and includes Board approved current staffing levels of 63 allocated full-time equivalent (fte) at El Dorado Transit.

Cost of Living Adjustment

Staff recommends the proposed salary schedule to incorporate a Cost of Living Adjustment (COLA) of two-percent (2%) for all unrepresented employees; **to exclude “Y” rated job classifications, represented staff and the Executive Director job classification.**

Salary Schedule Resolution No. 19-12 (Attached)

The proposed Salary Schedule for FY 2019/20 incorporates the above recommended COLA.

The recommended COLA inadvertently included the Executive Director salary band which is a contracted job classification and subject to the direction of the Board regarding salary adjustments. The salary band has been edited to include the Executive Director salary approved October 4, 2018.

FISCAL IMPACT

All costs associated with Resolution No. 19-12 were approved and adopted in the FY 2019/20 preliminary operating budget during the March 7, 2019 board meeting.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 19-11**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY ADOPTING A PERSONNEL ALLOCATION TABLE FOR FISCAL
YEAR 2019/20

WHEREAS, the Governing Board of El Dorado County Transit Authority is authorized to adopt an annual fiscal year personnel allocation plan; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of El Dorado Transit:

1. The Board adopts the attached Personnel Allocation Table as a maximum allocation of personnel for the fiscal year 2019/20.
2. The Board authorizes the Executive Director to utilize extra-help employees as necessary to meet the service needs of the public.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 4th day of April 2019, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mark Acuna, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

EL DORADO COUNTY TRANSIT AUTHORITY
 PROPOSED
 PERSONNEL ALLOCATION TABLE
 Fiscal Year (FY) 2019/20

Classification	Adopted FY 2018/19 (fte*)	Approved FY 2019/20 (fte*)
Administrative Coordinator	1	1
Custodian	1	1
Equipment Technician I/II	4	4
Executive Director	1	1
Finance Manager	1	1
Fiscal Technician I	2	2
Human Resources Manager	1	1
Information Technology Analyst	1	1
Maintenance and Facilities Supervisor	1	1
Maintenance Technician	2	2
Office Assistant II	2	2
Operations Manager	1	1
Planning and Marketing Manager	1	1
Transit Operations Supervisor	3	3
Safety Coordinator	1	1
Transit Dispatcher	5	5
Transit Operator	35	35
<i>TOTAL ALLOCATED POSITIONS</i>	<i>63</i>	<i>63</i>

* fte = Full Time Equivalent

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 19-12**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY ADOPTING THE FISCAL YEAR 2019/20 SALARY SCHEDULE
FOR REGULAR AND EXTRA HELP EMPLOYEES**

WHEREAS, Article 3.10 of the El Dorado County Transit Authority Personnel Policies and Procedures Manual provides that a salary schedule shall be established by Resolution of the Board of Directors of the El Dorado County Transit Authority; and

WHEREAS, the Manual further states “The monthly salary rates are also listed for the purpose of convenience in quotation of monthly salaries and computations for purposes of paying employees shall be on the basis of hourly rates;” and

WHEREAS, the salary schedule incorporates a two-percent (2%) Cost of Living Adjustment for all unrepresented employees; **to exclude “Y” rated job classifications, represented staff and the Executive Director job classification;** and

NOW, THEREFORE, BE IT RESOLVED, that the following attached salary schedule is authorized by the Board of Directors of the El Dorado County Transit Authority effective the first pay date of July 2019.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 4th day of April 2019, by the following vote of said Board:

AYES: NOES: ABSTAIN: ABSENT:

Mark Acuna, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

El Dorado County Transit Authority
PROPOSED SALARY SCHEDULE FOR FISCAL YEAR 2019/20

JOB CLASSIFICATION	SALARY STEPS						
	1	2	3	4	5	6	7
ADMINISTRATIVE COORDINATOR - UR	22.14 3,837.60	23.25 4,029.48	24.42 4,232.80	25.64 4,444.44	26.92 4,666.83	28.26 4,898.57	29.68 5,143.67
CUSTODIAN - UR	13.18 2,284.53	13.84 2,398.76	14.54 2,520.44	15.26 2,644.89	16.03 2,778.88	16.83 2,917.89	17.67 3,062.11
EQUIPMENT TECHNICIAN I - UR	19.09 3,308.93	20.05 3,474.47	21.05 3,648.32	22.11 3,832.57	23.21 4,022.55	24.37 4,223.79	25.59 4,435.08
EQUIPMENT TECHNICIAN II - UR	21.08 3,653.87	22.13 3,836.56	23.24 4,028.44	24.40 4,230.03	25.62 4,439.93	26.90 4,661.97	28.25 4,896.84
EQUIPMENT TECHNICIAN II - UR - Y Rated							29.51 5,115.07
EXECUTIVE DIRECTOR -- CONTRACT	56.59 9,808.93	59.42 10,299.47	62.40 10,816.17	65.52 11,357.15	68.79 11,923.43	72.23 12,519.69	75.84 13,145.77
EXECUTIVE DIRECTOR - CONTRACT	55.48 9,616.53	58.25 10,097.36	61.17 10,602.28	64.23 11,132.51	67.44 11,689.25	70.81 12,273.73	74.35 12,887.51
FINANCE MANAGER - UR / C / M	38.12 6,607.47	40.03 6,937.84	42.03 7,284.85	44.13 7,649.20	46.34 8,031.75	48.66 8,435.09	51.09 8,855.25
FISCAL TECHNICIAN I - UR	17.73 3,073.20	18.62 3,226.95	19.55 3,388.32	20.53 3,557.84	21.55 3,735.85	22.63 3,922.71	23.76 4,118.92
FISCAL TECHNICIAN II - UR	19.57 3,392.13	20.55 3,561.83	21.58 3,740.01	22.66 3,927.04	23.79 4,123.43	24.98 4,329.69	26.23 4,546.19
HUMAN RESOURCES MANAGER - UR / C / M	36.29 6,290.27	38.10 6,603.13	40.01 6,935.07	42.01 7,281.91	44.11 7,646.08	46.31 8,026.72	48.63 8,429.89
MAINTENANCE AND FACILITIES SUPERVISOR - UR	26.98 4,676.53	28.33 4,910.36	29.75 5,155.97	31.24 5,415.63	32.80 5,684.81	34.44 5,969.08	36.16 6,267.56
MAINTENANCE TECHNICIAN - UR	18.63 3,229.20	19.56 3,390.75	20.54 3,560.44	21.57 3,738.63	22.65 3,925.65	23.78 4,122.04	24.97 4,328.31
OFFICE ASSISTANT I - UR / C	14.20 2,461.33	14.91 2,584.40	15.66 2,713.71	16.44 2,849.43	17.26 2,991.91	18.12 3,139.93	19.03 3,298.71
OFFICE ASSISTANT II - UR / C	15.67 2,716.13	16.46 2,853.76	17.28 2,994.85	18.14 3,144.61	19.05 3,302.00	20.00 3,467.19	21.01 3,642.43
OPERATIONS MANAGER - UR / C / M	40.05 6,942.00	42.06 7,290.92	44.16 7,653.88	46.37 8,036.60	48.69 8,440.29	51.12 8,860.63	53.68 9,303.67
PLANNING & MARKETING MANAGER - UR / C / M	30.53 5,291.87	32.05 5,554.81	33.66 5,834.40	35.34 6,126.12	37.11 6,432.57	38.96 6,752.55	40.91 7,090.20
SAFETY COORDINATOR - UR	27.65 4,792.67	29.04 5,034.12	30.49 5,284.24	32.01 5,548.57	33.62 5,827.81	35.30 6,119.36	37.06 6,423.73
TRANSIT DISPATCHER - UR	16.06 2,783.73	16.87 2,924.65	17.71 3,069.21	18.60 3,224.52	19.53 3,385.89	20.50 3,553.51	21.53 3,731.35

El Dorado County Transit Authority
PROPOSED SALARY SCHEDULE FOR FISCAL YEAR 2019/20

TRANSIT DISPATCHER - EXTRA HELP - UR	16.06 2,783.73	16.87 2,924.65	17.71 3,069.21				
TRANSIT OPERATOR - FULL TIME - R	17.12 2,967.47	17.98 3,115.84	18.88 3,271.67	19.82 3,435.29	20.81 3,607.07	21.86 3,789.24	22.95 3,977.13
TRANSIT OPERATOR - PART TIME - R	17.12 2,967.47	17.98 3,115.84	18.88 3,271.67	19.82 3,435.29	20.81 3,607.07	21.86 3,789.24	22.95 3,977.13
TRANSIT OPERATOR - EXTRA HELP	17.12 2,967.47	17.98 3,115.84	18.88 3,271.67				
TRANSIT OPERATIONS SUPERVISOR - UR	25.05 4,342.00	26.31 4,560.92	27.62 4,787.29	29.01 5,028.40	30.46 5,279.91	31.98 5,542.33	33.58 5,821.23

UR = Unrepresented
R = Represented
C = Confidential
M = Management

Unrepresented and Management; Proposed Resolution 19-13 April 4, 2019 COLA

* Represented; Board Ratified June 4, 2015

** Executive Director Contract Approved by Board October 4, 2018



Newsletter

April – June 2019
Volume 3 – Number 2



SACRAMENTO REGIONAL TRANSIT • EL DORADO TRANSIT • F-WASH • FOLSOM STAGE LINE
PLACER COUNTY TRANSIT • ROSSVILLE TRANSIT • SUT EMK • YOCOLUS • YUBA-SUTTER TRANSIT



ConnectTransitCard.com  

New Connect Card Sales Outlet at Bel Air Market

Connect Card is the Sacramento region’s electronic transit fare payment system, and is widely used on El Dorado Transit buses and vans. Connect Card users are able to load transit fare or passes onto their cards either using the online system or at the El Dorado Transit office. Now there is another option in El Dorado County.

The Bel Air Market on Palmer Drive in Cameron Park is a new sales outlet. The device was installed in January at the Customer Service desk, giving Connect Card customers more options to manage their cards. When loading a card at a sales outlet or at the El Dorado Transit office, the card is loaded immediately without the need to wait for 24-48 hours.

In addition to loading cash value and passes onto Connect Cards, new full fare cards are available at the sales outlet, but discount cards are only available at El Dorado Transit. Cards can hold up to \$360 in cash value, or up to three passes at a time.

Almost half of all El Dorado Transit riders now board using a Connect Card. Following are some tips to maximize the benefits of using Connect Card.

1. Outlet Purchases – When purchasing products at a sales outlet, be sure to use the exact language. For example, if you want a disabled monthly pass, ask for “A disabled monthly pass for the month of ____.” If you ask for \$30 on your card, the attendant will load \$30 cash value.
2. Don’t Abuse Your Card – Do not bend, twist, wash or punch any holes in your card.
3. Loading Cards Online – Allow 24-48 hours for any online Connect Card purchase to appear on your card.
4. Check Your Balance – When you tap your Connect Card to pay your fare using a cash balance, make it a practice to check your remaining cash balance on the display.

If you have any questions, please contact El Dorado Transit at 530-642-5383.



New Park and Ride in Placerville

The new Forni Road Park and Ride will be opening in 2019. The facility will be located near the intersection of Forni Road and Ray Lawyer Drive, with easy access to vehicles, bicycles and pedestrians due to the proximity of the new freeway off-ramp and the El Dorado Trail. Once it is completed, it will replace the temporary El Dorado County Fairgrounds Park and Ride.

The new Forni Road Park and Ride will have approximately 150 parking stalls and two bus shelters. Once an opening date for the new park and ride is determined, passengers and the public will be notified with specific dates and details.

Information about this project is available at the City of Placerville website at:

<https://www.cityofplacerville.org/western-placerville-interchanges-phase-2-cip-407051>

Holiday Schedule April-June

El Dorado Transit will not operate and the office is closed on Monday May 27, 2019 for the Memorial Day holiday. 108

\$5

Youth Summer Pass

Students can get a summer worth of rides on El Dorado Transit buses for just \$5 with the Youth Summer Pass. From June 1 to July 31, 2019, K-12 students with the summer pass can get unlimited bus rides on Local Fixed Routes.

Places that students may want to go on the bus are libraries, parks, pools, movie theaters, shopping, restaurants, recreational centers and to work.

This program is designed to provide the opportunity to become more independent and teach the youth how to ride the bus.

Each pass will be loaded on a Connect Card so that the card can be used as a Student K-12 discount fare card anytime throughout the year.

Call us to get your ID card and pass at 530-642-5383.

El Dorado Transit Online

For the latest news and information, like us on Facebook, follow us on Twitter and sign up for rider alerts on the El Dorado Transit website www.eldoradotransit.com.

SIGN UP FOR RIDER ALERTS

