

AGENDA ITEM 2 B  
Action Item

**MEMORANDUM**

**DATE:** March 2, 2023

**TO:** El Dorado County Transit Authority

**FROM:** Julie Petersen, Finance Manager

**SUBJECT:** Fiscal Year 2023/24 Preliminary Capital Plan and Budget

**REQUESTED ACTION:**

**BY MOTION,**

**Receive and File the proposed Fiscal Year 2023/24 Preliminary  
Capital Plan and Budget**

**BACKGROUND**

The Bylaws of the El Dorado County Transit Authority (El Dorado Transit) require the Executive Director to submit preliminary operating and capital budgets on or before the March meeting of each year and Board adoption of the preliminary budgets by April 15<sup>th</sup> of each year. Final operating and capital budgets are to be proposed to the Board on or before June 15<sup>th</sup> of each year with final adoption required by July 15<sup>th</sup>.

**DISCUSSION**

The FY 2023/24 Preliminary Capital Improvement Plan (CIP) Budget recommends capital projects and identifies funding sources. Projects may carry over multiple fiscal years and include but are not limited to facility improvements, equipment purchases and replacement, vehicle purchases and replacements, software and hardware upgrades and replacements, safety and security systems and bus stop/park and ride improvements. New fiscal year projects proposed in the CIP are numbered as 24-XX (e.g., 24-01; 24-02, etc.).

In addition to ongoing projects, staff is recommending the following for inclusion in the FY 2023/24 CIP:

- 24-01 Administration / Maintenance Facility Equipment
- 24-02 Passenger Security Surveillance & Lighting - Bus Stops

**SUMMARY**

Due to the impact of the COVID-19 Pandemic, management is reassessing proposed start and completion dates of all projects including “Project No. 18-02 Bus Shelter Amenities – 5 Year Plan”.

Staff is requesting that the Board receive and file the proposed Fiscal Year 2023/24 Preliminary Capital Budget as presented.

EL DORADO COUNTY TRANSIT AUTHORITY

PROPOSED PRELIMINARY

CAPITAL IMPROVEMENT PLAN

FISCAL YEAR 2023/2024

# EL DORADO COUNTY TRANSIT AUTHORITY

## CAPITAL IMPROVEMENT PLAN

The El Dorado County Transit Authority (El Dorado Transit) maintains a fleet of large, medium, and small buses, minivans, and sedans. Fleet vehicles are utilized in the delivery of public transportation; for administrative support travel; staff development training; on-going public outreach travel and maintenance of transit facilities such as bus stops and park-and-ride lots. The Capital Improvement Plan is designed to address the financial investment required to maintain the fleet and facilities owned or leased by El Dorado Transit. Continuing the current level of service and managing the potential expansion of service will succeed only if adequate consideration is given to capital needs.

The Capital Improvement Plan is a planning document setting goals with realistic revenue projections. Vehicle replacement is a component of the Capital Improvement Plan. This annual planning process maximizes available funding for capital investments necessary to provide public transportation at the current level of service and efficient management of the expansion of public services.

As a financial management tool, the Capital Improvement Plan is prepared to take full advantage of capital funding programs, avoid large annual claims against local transportation funds for capital expenditures and to assure capital reserves are available in case annual capital revenue sources diminish or are not consistent. Capital Improvement Plan funding is available for full replacement cost and provides local match funding required for capital grant programs.

California public transit operators have several sources of capital funding available. Each funding source has differing criteria for eligible projects. Bus replacement funding is the most challenging capital funding for public transit operators.

The Capital Improvement Plan and Capital Budget for 2023/24 identify transit capital funded with Transportation Development Act (TDA) funds, State of Good Repair (SGR) funds, Federal Transit Administration (FTA) Section 5307 funds, Federal Transit Administration (FTA) Section 5310 funds, and a proposed Low Carbon Transit Operations Program (LCTOP) grant from the State.

The Capital Improvement Plan includes a summary of projects and funding sources, the budget and project descriptions.

## Table of Contents

18-02 Bus Shelters Amenities – 5 Year Plan.....	4
20-04 (2) Maintenance Facility Swamp Cooler and Steam Cleaner Modifications .....	5
20-06 (2) Vehicle Replacement – Demand Response .....	6
21-02 (2) Vehicle Replacement – Maintenance Truck .....	7
22-02 Park and Ride Parking Lot Resurfacing .....	8
22-03 Zero Emission Vehicles and Infrastructure .....	9
22-04 Bass Lake Park & Ride – Phase I.....	10
22-05 Scheduling and Dispatching Software Replacement.....	11
23-02 Bus Parking Lot Rehabilitation .....	12
24-01 Administration / Maintenance Facility Equipment .....	13
24-02 Passenger Security Surveillance & Lighting - Bus Stops.....	14
Budget.....	15

## **Bus Shelters Amenities – 5 Year Plan**

Project No. 18-02

El Dorado Transit staff is looking towards improving the amenities for current and future bus stop locations. In order to meet the needs in a timely manner, this project would allow for the purchase and planning of amenities such as shelters, benches, waste receptacles and solar energy panels etc.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Bus Shelter Amenities	\$150,000
10% Contingency	<u>\$ 15,000</u>
<i>Total Project Cost</i>	<i>\$165,000</i>

### *FUNDING SOURCE*

Transportation Development Act (TDA)	<u>\$165,000</u>
<i>Total Revenue</i>	<i>\$165,000</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2017 / 2018	Active	FY 2022 / 2023

## **Maintenance Facility Swamp Cooler and Steam Cleaner Modifications**

Project No. 20-04 (2)

In 2001, two (2) industrial swamp coolers were installed on the exterior of the maintenance facility to provide environmental control for maintenance staff performing maintenance in the three (3) bays. Over time, these large units are inefficient and do not provide the necessary cooling needed for personnel and require extensive maintenance.

This project would remove the existing units, patch the metal siding, installing new racking and two (2) more efficient swap coolers and proper ducting inside the bays.

In 2013, an engine steam cleaning system was constructed behind the maintenance facility for keeping the bus engines free of excessive oil and grease as required by California Highway Patrol Transit Operator Compliance requirement. The facility included a steel carport area with a contained drain system to prevent leakage into the storm water drain system. When not used for steam cleaning engines, the custodian uses this area to perform bus cleaning. Because the area has no siding it is not a conducive environment during adverse weather. It is not a large enough area to house a 45-foot bus.

This project would install pre-engineered metal siding to close off three (3) sides of the facility, install additional columns to extend the length of the facility by 10 – 15 and a rollup door to fit the larger buses to enable closing off the work area during adverse weather conditions.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Shop Swamp Cooler Modifications	\$53,975
10% Contingency	<u>\$ 5,397</u>
	\$59,372
Steam Cleaner Modifications	\$83,603
10% Contingency	<u>\$ 8,360</u>
	\$91,963
<i>Total Project Cost</i>	<i>\$151,335</i>

### *FUNDING SOURCES*

Transportation Development Act (TDA)	<u>\$151,335</u>
<i>Total Revenue</i>	<i>\$151,335</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2019 / 2020	Active	FY 2024 / 2025

## **Vehicle Replacement – Demand Response**

Project No. 20-06 (2)

This project will replace one (1) current Dodge Caravan with one (1) Ford Transit type van. Cost estimates include wiring, paint, graphics, AVL, radios, Connect Card equipment and cameras.

This project replaces:

EDCTA #	Vehicle Type	Mileage <u>08/30/2019</u>
1304	2013 Dodge Caravan	185,094

### *COST SUMMARY (ESTIMATE)*

#### **Adopted Budget**

One (1) Van	\$ 95,337
Contingency 10%	<u>\$ 9,534</u>
<i>Total Project Cost</i>	<i>\$104,871</i>

### *FUNDING SOURCES*

Federal Transit Administration (FTA)	
5310 Grant	\$ 56,000
Restricted Revenue (5310)	\$ 12,200
Transportation Development Act (TDA)	<u>\$ 36,671</u>
<i>Total Revenue</i>	<i>\$104,871</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2019 / 2020	Active	FY 2022 / 2023



## Vehicle Replacement – Maintenance Truck

Project No. 21-02 (2)

This project will replace one (1) current 2007 Dodge Dakota truck with one (1) Ford F250 truck. This vehicle will be used by maintenance for various duties such as responding to vehicle breakdowns, transporting vehicle parts to and from vendors, transporting equipment for servicing and maintenance of bus stops and hauling waste for disposal. This vehicle will also be used by operations road supervisors for evaluating road conditions during adverse weather conditions. The replacement vehicle will be purchased off the State Contract.

This project replaces:

EDCTA #	Vehicle Type	Mileage <u>05/20/2022</u>
0702	Dodge Dakota Truck	79,287

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
One (1) Ford	\$28,269.00
Contingency 10%	<u>\$ 2,826.00</u>
<i>Total Project Cost</i>	<i>\$31,095.00</i>

### *FUNDING SOURCES*

Transportation Development Act (TDA)	<u>\$31,095.00</u>
<i>Total Revenue</i>	<i>\$31,095.00</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2020 / 2021	Active	FY 2022 / 2023

## **Park and Ride Parking Lot Resurfacing**

Project No. 22-02

The El Dorado County Transit Authority (El Dorado Transit) maintains several park and ride locations within El Dorado County. These surface parking lots are primarily located adjacent to the Highway 50 corridor. On an annual basis El Dorado Transit maintains these lots for items such as lighting replacement, landscaping, and items of this nature.

This project will support evaluation of existing surface lot facilities and resurface or repairs within the approved budget.

### *COST SUMMARY (ESTIMATE)*

#### **Adopted Budget**

Park and Ride Parking Lot Resurfacing	<u>\$250,000</u>
<i>Total Project Estimate</i>	<i>\$250,000</i>

### *FUNDING SOURCES*

Transportation Development Act (TDA)	<u>\$250,000</u>
<i>Total Revenue</i>	<i>\$250,000</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2021 / 2022	Active	FY 2025 / 2026

## **Zero Emission Vehicles and Infrastructure**

Project No. 22-03

El Dorado Transit (EDT), like all transit agencies in the state of California, are required to transition to zero-emission buses (ZEBs) by 2040. In 2018, the California Air Resources Board (CARB) adopted the Innovative Clean Transit ICT regulation that requires this gradual transition to ameliorate the air quality for all communities across California. While public transportation already replaces car trips, by transitioning away from diesel (which currently powers EDT's fleet) and other fossil fuels, transit agencies will further contribute to the sustainability of our natural environment.

EDT is classified under the ICT regulation as a small agency, meaning that beginning in 2026 through 2028, all new heavy-duty bus purchases must consist of at least 25% ZEBs. By 2029, all new purchases are to be 100% ZEB.

EDT is currently undertaking a ZEB study to determine the appropriate technologies for its fleet, whether battery-electric buses (BEBs), that 'fuel' or charge in the bus garage and/or on-route, or hydrogen fuel cell electric buses (FCEBs) that are fueled with hydrogen. BEBs and FCEBs are costly vehicles, nearly one-and-a-half to triple the cost of diesel-powered vehicles. EDT will need to replace its fleet of 35-ft buses according to the ICT schedule.

Furthermore, the ICT regulation also requires that beginning in 2026, if Altoona-test models are available, agencies must also begin replacing articulated, over-the-road, double-decker, or cutaway buses. EDT currently operates diesel-powered motor coaches on its commuter services, so these buses would need to be transitioned; moreover, gasoline-powered cutaways used for demand-response service will also need to be transitioned to ZE.

Finally, EDT will need to invest heavily in infrastructure for ZEBs, whether BEB or FCEB. For BEBs, electric utility upgrades will need to be coordinated with PG&E, and BEB chargers will need to be procured, installed, and hooked-up prior to BEB acceptance. For FCEBs, EDT may need to construct an on-site fueling yard for hydrogen or look for offsite opportunities, although currently, very few hydrogen fueling stations are available.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Zero Emission Vehicles and Infrastructure	<u>\$8,280,000</u>
<i>Total Project Estimate</i>	<i>\$8,280,000</i>

### *FUNDING SOURCES*

Low Carbon Transit Operations Program (LCTOP) FY 2020/21	\$ 140,523
Low Carbon Transit Operations Program (LCTOP) FY 2021/22	\$ 378,215
Funding Pending	<u>\$7,761,262</u>
<i>Total Revenue</i>	<i>\$8,280,000</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2021 / 2022	Active	FY 2025 / 2026

## **Bass Lake Park & Ride – Phase I**

Project No. 22-04

All work related to the completion of the Bass Lake Hills Park and Ride, during or after preliminary construction of the facility.

The El Dorado County Transit Authority Park-and-Ride Facilities Master Plan (2017) identified the Bass Lake Hills Park and Ride location as the #3 Priority Site for development. The assumption was that the land for the facility would come from development activity within the Bass Lake Hill Specific Plan. In 2018, through Irrevocable Offers of Dedication provided by a developer, El Dorado Transit took title to portions of two parent parcels on the west side of Bass Lake Road at the future Country Club Drive, totaling 2.4 acres. Rough grading of the site, as part of the reconstruction of Bass Lake Road at the Country Club Drive intersection, was completed in 2020. More recently, a Condition of Approval for the Bass Lake North subdivision will require the developer to construct 100 spaces of the park and ride facility. That construction will create the basic park and ride facility, which includes drainage, finish grading and paving, and construction may begin in the 21/22 FY.

Additional improvements that will be needed to be able to place the facility in service, include signage, landscaping and lighting, bus shelters and EV charging stations.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Bass Lake Park & Ride	\$ 780,000
Contingency	<u>\$ 38,000</u>
<i>Total Project Cost</i>	<i>\$ 818,000</i>

### *FUNDING SOURCE*

Federal Transit Administration (FTA)	
Section 5307 – Capital FY 2021	\$ 300,000
Section 5307 – Capital FY 2022	\$ 400,000
Transportation Development Act (TDA)	<u>\$ 118,000</u>
<i>Total Revenue</i>	<i>\$ 818,000</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2021 / 2022	Active	FY 2025 / 2026

## **Scheduling and Dispatching Software Replacement**

Project No. 22-05

This project will replace the current software that is used for Demand Response scheduling and dispatching that was purchased in 2012. New software technologies can offer a more robust system that will be more customer responsive.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Dispatching Software	\$120,000
Contingency 10%	<u>\$ 12,000</u>
<i>Total Project Cost</i>	<i>\$132,000</i>

### *FUNDING SOURCES*

Federal Transit Administration (FTA) Rural 5310 Grant	\$ 60,000
Federal Transit Administration (FTA) Urban 5310 Grant	\$ 60,000
Transportation Development Act	<u>\$ 12,000</u>
<i>Total Revenue</i>	<i>\$132,000</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2021 / 2022	Active	FY 2023 / 2024

## **Bus Parking Lot Rehabilitation**

Project No. 23-02

The El Dorado County Transit Authority (El Dorado Transit) parks all vehicle assets on site at our facility located on the northeastern portion of the property. The parking area has interior and perimeter lighting, chain link fencing, a paved surface and mechanical entry gate.

The pavement condition is degraded significantly and needs repair. In addition, bus charging infrastructure and parking lot layout improvements were recommended in the Zero Emission Vehicle Rollout and Implementation Plan.

This project will include the removal and replacement of asphalt, moving concrete curbs, installation of underground conduit, new striping, and other improvements.

If the project is below budget, excess grant funds will go toward vehicle maintenance.

### *COST SUMMARY (ESTIMATE)*

	<b>Adopted Budget</b>
Bus Parking Lot Rehabilitation	\$350,000
Contingency 10%	<u>\$ 35,000</u>
<i>Total Project Cost</i>	<i>\$385,000</i>

### *FUNDING SOURCES*

SB1 State of Good Repair Grant	\$285,297
Transportation Development Act	<u>\$ 99,703</u>
<i>Total Revenue</i>	<i>\$385,000</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2022 / 2023	Active	FY 2024 / 2025

## **Administration / Maintenance Facility Equipment**

Project No. 24-01

El Dorado Transit may have the need during the Fiscal Year 2023/24 to procure items considered incidental in nature, but are above the \$1,000 threshold that designates an asset posted to the depreciation schedule. Examples of this would include the replacement of small office equipment/furniture and/or replacement of Maintenance equipment.

Adoption of the project and budget allows transit staff to procure small items in a timely manner with the least amount of inconvenience to the public and staff. Individual purchase orders for this project will be presented to the Board for approval if they exceed the \$25,000 per purchase limit or if a budget increase is requested.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Admin./Maintenance Facility Equipment	<u>\$40,000</u>
<i>Total Project Cost</i>	<i>\$40,000</i>

### *FUNDING SOURCES*

Transportation Development Act (TDA)	<u>\$40,000</u>
<i>Total Revenue</i>	<i>\$40,000</i>

<b>Proposed into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2023 / 2024	Active	FY 2023 / 2024

## **Passenger Security Surveillance & Lighting - Bus Stops**

Project No. 24-02

The last installation of security lighting and surveillance equipment at primary bus stops, transfer points, and park & ride facilities occurred in 2016 for the route service. This project will replace current hardware and software to significantly enhance safety and security for transit passengers and property. The project proposes to reinstall security cameras and/or lighting including the following locations, Central Park and Ride, Placerville Station, Cambridge Road Park and Ride, El Dorado Hills Park and Ride and Ponderosa Road. Additional locations may be included depending on funding availability.

### *COST SUMMARY (ESTIMATE)*

Adopted  
Budget

Passenger Security Surveillance & Lighting - Bus Stops  
*Total Project Cost*

\$300,000  
\$300,000

### *FUNDING SOURCES*

Transportation Development Act (TDA) funds  
*Total Revenue*

\$300,000  
\$300,000

<b>Proposed into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2023 / 2024	Active	FY 2025 / 2026



El Dorado County Transit Authority

Preliminary Capital Improvement Plan Budget FY 2023/24

Status	CIP Project Number	Project Description	Completion Estimate (FY)	Project Budget	FY 2022/23 Expenditures	STA* \$6,373,678	FTA Section 5307 \$700,000	FTA Section 5310 \$176,000	LCTOP \$518,738	SB1 / SGR \$285,297	Restricted \$12,200	Unfunded
ACTIVE	18-02	Bus Shelter Amenities (5 yr. plan)	2022/23	\$165,000	\$50,000	\$165,000						\$0
ACTIVE	20-04	Maintenance Facility Swamp Cooler and Steam Cleaner Modifications	2024/25	\$151,335	\$59,372	\$151,335						\$0
ACTIVE	20-06	Vehicle Replacement - Demand Response - Transit Van	2022/23	\$104,871	\$104,871	\$36,671		\$56,000			\$12,200	\$0
ACTIVE	21-02	Vehicle Replacement - Maintenance Truck	2022/23	\$31,095	\$31,095	\$31,095						\$0
ACTIVE	22-02	Park and Ride Parking Lot Resurfacing	2025/26	\$250,000	\$30,000	\$250,000						\$0
ACTIVE	22-03	Zero Emission Vehicles and Infrastructure	2025/26	\$8,280,000	\$0	\$3,800,000			\$518,738			\$3,961,262
ACTIVE	22-04	Bass Lake Park & Ride - Phase I	2025/26	\$818,000	\$0	\$118,000	\$700,000					\$0
ACTIVE	22-05	Scheduling and Dispatching Software Replacement	2023/24	\$132,000	\$0	\$12,000		\$120,000				\$0
ACTIVE	23-02	Bus Parking Lot Rehabilitation	2025/26	\$385,000		\$99,703				\$285,297		\$0
	24-01	Administration / Maintenance Facility Equipment	2023/24	\$40,000	\$40,000	\$40,000						
	24-02	Passenger Security Surveillance & Lighting	2025/26	\$300,000	\$300,000	\$300,000						
Project Totals				\$10,657,301	\$615,338	\$5,003,804	\$700,000	\$176,000	\$518,738	\$285,297	\$12,200	\$3,961,262
Remaining Funds Available						\$1,369,874	\$0	\$0	\$0	\$0	\$0	-\$3,961,262

\*Balance Per FY 2021/22 Audited Financials

Project Status:

In Progress

Funded

Unfunded