

AGENDA ITEM 2 B  
Action Item

**MEMORANDUM**

**DATE:** March 7, 2024

**TO:** El Dorado County Transit Authority

**FROM:** Julie Petersen, Finance Manager

**SUBJECT:** Fiscal Year 2024/25 Preliminary Capital Plan and Budget

**REQUESTED ACTION:**

**BY MOTION,**

**Receive and File the proposed Fiscal Year 2024/25 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 2024/25 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 25-XX (e.g., 25-01; 25-02, etc.).

In addition to ongoing projects, staff is recommending the following for inclusion in the FY 2024/25 CIP:

- 25-01 Administration / Maintenance Facility Equipment
- 25-02 Bus Stop Improvements, Maintenance and Repairs
- 25-03 Cambridge Road Park and Ride Improvements

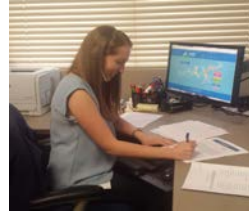
**SUMMARY**

Staff is requesting that the Board receive and file the proposed Fiscal Year 2024/25 Preliminary Capital Budget as presented.

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**EL DORADO TRANSIT**



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**Fiscal Year 2024/25**

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# **Capital Improvement Plan**

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**March 7, 2024**

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EL DORADO COUNTY TRANSIT AUTHORITY

PRELIMINARY

CAPITAL IMPROVEMENT PLAN

FISCAL YEAR 2024/2025

# 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 fiscal 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 2024/25 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.

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## Maintenance Facility Swamp Cooler and Steam Modifications

Project No. 20-04 (3)

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, install 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	\$63,500
Contingency	<u>\$ 6,825</u>
	\$70,325
Steam Cleaner Modifications	\$90,000
Contingency	<u>\$ 8,850</u>
	\$98,350
<i>Total Project Cost</i>	<i>\$168,675</i>

### *FUNDING SOURCES*

Transportation Development Act (TDA)	<u>\$168,675</u>
<i>Total Revenue</i>	<i>\$168,675</i>

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

## El Dorado Hills Park and Ride Improvements

Project No. 22-02 (2)

~~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.~~

The El Dorado County Transit Authority (El Dorado Transit) maintains a park and ride facility in El Dorado Hills at Post Street and White Rock Road. In the El Dorado Transit Park and Ride Master Plan which was adopted by the El Dorado Transit Board on February 1, 2024, improvements to the El Dorado Hills Park and Ride were recommended. Those improvements include repaving the existing lot; reconstructing the transit passenger plaza; renewing landscaping, striping, and signing; adding new EV charging stations; improving bicycle and pedestrian connections; and purchasing and improving the lot to the east of the current facility.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>	<u>Proposed Budget</u>
Park and Ride Parking Lot Resurfacing	\$250,000	<u>\$2,800,000</u>
<i>Total Project Estimate</i>	<del>\$250,000</del>	\$2,800,000

### *FUNDING SOURCES*

Transportation Development Act (TDA)	\$250,000	<u>\$2,800,000</u>
<i>Total Revenue</i>	<del>\$250,000</del>	\$2,800,000

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2021 / 2022	Active	FY 2026 / 2027



## 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>	<u>\$8,280,000</u>

### *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>	<u>\$8,280,000</u>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2021 / 2022	Active	FY 2026 / 2027

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

Project No. 22-04 (3)

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 parcels on the southwest 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. The Condition of Approval for the Bass Lake North subdivision requires the developer to construct the first half (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. Construction is now scheduled to begin in May 2023.

Additional improvements that will be needed to complete the first phase of the facility construction include signage, landscape design and installation, water supply, electric utilities, and lighting. Due to recently added design requirements and an accelerated construction schedule, staff expects to incur costs associated with the completion of Phase 1 construction within FY 2023/24. This shorter timeframe necessitates the use of local Transportation Development Act (TDA) funds for this project.

### *COST SUMMARY (ESTIMATE)*

	<u>Proposed Budget</u>
Bass Lake Park & Ride	\$ 360,000
Contingency	<u>\$ 40,000</u>
<i>Total Project Cost</i>	<i>\$ 400,000</i>

### *FUNDING SOURCE*

Transportation Development Act (TDA)	<u>\$ 400,000</u>
<i>Total Revenue</i>	<i>\$ 400,000</i>

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

## 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	\$206,567
Contingency	<u>\$ 23,433</u>
<i>Total Project Cost</i>	<i>\$230,000</i>

### *FUNDING SOURCES*

Federal Transit Administration (FTA) Rural 5310 Grant	\$ 90,000
Federal Transit Administration (FTA) Urban 5310 Grant	\$ 90,000
Transportation Development Act	<u>\$ 50,000</u>
<i>Total Revenue</i>	<i>\$230,000</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2021 / 2022	Active	FY 2024 / 2025

## **Bus Parking Lot Rehabilitation**

Project No. 23-02 (2)

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. Including “Area A” in the ZEB study.

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)*

	<u>Adopted Budget</u>
Bus Parking Lot Rehabilitation	\$519,076
Contingency 10%	<u>\$ 63,962</u>
<i>Total Project Cost</i>	<i>\$583,038</i>

### *FUNDING SOURCES*

SB1 State of Good Repair Grant FY 22/23	\$285,297
SB1 State of Good Repair Grant FY 23/24	<u>\$297,741</u>
<i>Total Revenue</i>	<i>\$583,038</i>

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

## **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	<u>\$300,000</u>
<i>Total Project Cost</i>	<i>\$300,000</i>

### *FUNDING SOURCES*

Transportation Development Act (TDA) funds	<u>\$300,000</u>
<i>Total Revenue</i>	<i>\$300,000</i>

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

## **Collision Avoidance System Upgrade**

Project No. 24-04

Operators engage in numerous hours of training throughout their employment on proper mirror usage and blind spot awareness to minimize the likelihood of being involved in collisions with vehicles, bicyclists and pedestrians. To further reduce the likelihood of collisions in the operators blind spot, in 2018, Collision Avoidance Systems were installed in the passenger vehicles to assist operators by alerting them of potential collisions.

Since the original installation, Collision Avoidance System technology has vastly improved. Upgrading the systems with the updated technology will decrease visual obstructions used by the current components, provide additional detection by increasing sensor technology during low light, and provide an exterior audible announcement warning pedestrians and bicyclists who enter the danger zone of a vehicle when turning.

<i>COST SUMMARY (ESTIMATE)</i>	<u>Proposed Budget</u>
Collision Avoidance System	\$325,500
Contingency 10%	<u>\$ 32,550</u>
<i>Total Project Cost</i>	\$358,050

### *FUNDING SOURCE*

Transportation Development Act (TDA) (STA)	<u>\$ 358,500</u>
<i>Total Revenue</i>	<u>\$ 358,500</u>

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

## **Supervisor and Admin Staff Vehicle Replacement**

Project No. 24-05

El Dorado Transit currently has one (1) Operations Supervisor staff car, a 2007 Chevrolet Malibu, and one (1) Administration staff car, a 2005 Honda Hybrid, primarily used by the Accounting Department.

Both of these vehicles have been set for replacement as indicated on the Vehicle Replacement Plan approved on November 2, 2023.

### *COST SUMMARY (ESTIMATE)*

	<u>Proposed Budget</u>
Staff car Replacements	\$70,983.55
10% Contingency	<u>\$ 7,098.35</u>
<i>Total Project Cost</i>	<i>\$78,081.90</i>

### *FUNDING SOURCE*

Transportation Development Act	<u>\$78,081.90</u>
<i>Total Revenue</i>	<i>\$78,081.90</i>

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

**Administration / Maintenance Facility Equipment**

Project No. 25-01

El Dorado Transit may have the need during the Fiscal Year 2024/25 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.

<i>COST SUMMARY (ESTIMATE)</i>	Proposed <u>Budget</u>
Admin./Maintenance Facility Equipment	<u>\$40,000</u>
<i>Total Project Cost</i>	<i>\$40,000</i>

<i>FUNDING SOURCES</i>	
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 2025 / 2026



**Bus Stop Improvements, Maintenance and Repairs**

Project No. 25-02

El Dorado Transit may have the need during the Fiscal Year 2024/25 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 trash receptacles, benches, landscaping, shelter repairs and other items of this nature.

Adoption of the project and budget allows transit staff to procure items and conduct needs/repairs 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.

<i>COST SUMMARY (ESTIMATE)</i>	Proposed <u>Budget</u>
Admin./Maintenance Facility Equipment	<u>\$40,000</u>
<i>Total Project Cost</i>	<i>\$40,000</i>

<i>FUNDING SOURCES</i>	
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 2025 / 2026

## **Cambridge Road Park and Ride Improvements**

Project No. 25-03

The El Dorado County Transit Authority (El Dorado Transit) maintains a park and ride facility at Cambridge Road and Highway 50 in Cameron Park. In the El Dorado Transit Park and Ride Master Plan which was adopted by the El Dorado Transit Board on February 1, 2024, improvements to the park and ride were recommended. Those improvements will make the facility a fully adequate transit center and would include adding a bus loop with two additional bus loading bays; parking lot resurfacing and striping; and landscaping improvements.

### *COST SUMMARY (ESTIMATE)*

	<b>Proposed Budget</b>
Park and Ride Parking Lot Resurfacing	<u>\$950,000</u>
<i>Total Project Estimate</i>	<i>\$950,000</i>

### *FUNDING SOURCES*

Transportation Development Act (TDA)	<u>\$950,000</u>
<i>Total Revenue</i>	<i>\$950,000</i>

<b>Adopted 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 2024/25**

Status	CIP Project Number	Project Description	Completion Estimate (FY)	Project Budget	FY 2024/25 Expenditures	STA* \$8,815,543	FTA Section 5307 \$700,000	FTA Section 5310 \$236,000	LCTOP \$824,697	SB1 / SGR \$583,038	Unfunded	
ACTIVE	20-04	Maintenance Facility Swamp Cooler and Steam Cleaner Modifications	2024/25	\$168,675	\$168,675	\$168,675					\$0	
ACTIVE	22-02	El Dorado Hills Park and Ride Improvements	2026/27	\$2,800,000	\$50,000	\$2,100,000					\$700,000	
ACTIVE	22-03	Zero Emission Vehicles and Infrastructure	2026/27	\$8,280,000	\$0	\$3,800,000			\$824,697		\$3,655,303	
ACTIVE	22-04	Bass Lake Park & Ride - Phase I	2025/26	\$400,000	\$0	\$400,000					\$0	
ACTIVE	22-05	Scheduling and Dispatching Software Replacement	2024/25	\$230,000	\$0	\$50,000		\$180,000			\$0	
ACTIVE	23-02	Bus Parking Lot Rehabilitation	2025/26	\$583,038	\$134,076	\$0				\$583,038	\$0	
ACTIVE	24-02	Passenger Security Surveillance & Lighting	2025/26	\$300,000	\$300,000	\$300,000					\$0	
ACTIVE	24-04	Collision Avoidance System Upgrade	2024/25	\$358,050	\$358,040	\$358,040						
ACTIVE	24-05	Supervisor and Admin Staff Vehicle Replacement	2024/25	\$78,082	\$78,082	\$78,082						
ACTIVE	25-01	Administration/Maintenance Facility Equipment	2024/25	\$40,000	\$40,000	\$40,000						
ACTIVE	25-02	Bus Stop Improvements, Maintenance and Repairs	2024/25	\$40,000	\$40,000	\$40,000						
ACTIVE	25-03	Cambridge Road Park and Ride Improvements	2025/26	\$950,000	\$950,000	\$950,000						
<b>Project Totals</b>					\$14,227,845	\$2,118,873	\$8,284,797	\$0	\$180,000	\$824,697	\$583,038	\$4,355,303
<b>Remaining Funds Available</b>							\$530,746	\$700,000	\$56,000	\$0	\$0	-\$4,355,303

\*Balance Per FY 2022/23 Audited Financials

Project Status: In Progress Funded Unfunded