



# EL DORADO TRANSIT

## EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

### AGENDA

**Thursday, June 6, 2024; 1:00 PM**

Regular Meeting

Chairperson: George Turnboo, County of El Dorado Supervisor, District II

Vice Chairperson: David Yarbrough, City of Placerville Councilmember  
John Hidahl, County of El Dorado Supervisor, District I  
Brooke Laine, County of El Dorado Supervisor, District V  
Jackie Neau, City of Placerville Councilmember

- John Clerici, Alternate for City Councilmembers
- Lori Parlin, Alternate for County of El Dorado Supervisor, District IV

Executive Director: Brian James

#### **In-Person**

County of El Dorado  
Board of Supervisors Meeting Room  
330 Fair Lane, Bldg. A  
Placerville, CA 95667

#### **Teleconference**

South Lake Tahoe Office  
3368 Lake Tahoe Blvd #102  
South Lake Tahoe, CA 96150

#### **Remotely**

##### **By Computer:**

<https://edcgov-us.zoom.us/j/86134567267>

##### **By Phone:**

669-219-2599

##### **Meeting ID:**

861 3456 7267

Members of the public may call in during the meeting and are encouraged to submit public comment via email to [mwilcher@eldoradotransit.com](mailto:mwilcher@eldoradotransit.com) up until 2 hours before the start of the meeting. Written comments will be entered into the meeting’s minutes and the Board will consider all comments at the appropriate time. Members of the public may address any item on the agenda prior to board action, comments will be limited to no more than three (3) minutes.

If you are joining the meeting via computer and wish to make a comment on an item, press the “raise a hand” button. If you are joining the meeting by phone, press \*9 to indicate a desire to make a comment. The board secretary will call you by the last three digits of your phone number when it is your turn to comment.

By participating in this meeting, you acknowledge that you are being recorded.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**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 for the record. 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.

<b><u>1.</u></b>	<b><u>CONSENT CALENDAR</u></b>	<b><u>PAGE</u></b>
	A. Approve Conformed Minutes of Regular Meeting May 2, 2024 ( <i>Wilcher</i> )	5
	B. Receive and File April 2024 Check Registers ( <i>Petersen</i> )	8
	C. Receive and File April 2024 Ridership Reports ( <i>Bergren</i> )	12
	D. Approve Purchase Orders for Insurance Coverage for Fiscal Year 2024/25 ( <i>Petersen</i> )	15
	E. Approve Charter Rate of \$270 per hour for Fiscal Year 2024/25 ( <i>Bergren</i> )	21
	F. 1. Adopt Resolution No. 24-13 Authorizing the Executive Director to Execute All Documents for the California State of Good Repair Grant Program ( <i>Bergren</i> )	23
	2. Adopt Resolution No. 24-14 Authorizing the California State of Good Repair Project List	
	G. 1. Authorize Professional Services Agreement between the El Dorado County Transit Authority and Feild and Associates ( <i>James</i> )	27
	2. Approve Purchase Order No. B30012 issued to Feild and Associates in the amount of \$50,000 for Capital Improvement Project Management	
	H. Approve the Biennial Conflict of Interest Code Review and direct staff to provide a written statement to the code reviewing body ( <i>Wilcher</i> )	45

2. **ACTION ITEMS** **PAGE**

**TIMED ITEM 1:00 PM**

- A. 1. Public Hearing to Adopt Resolution No. 24-15 Finalizing the Operating Budget for Fiscal Year 2024/25 (*Petersen*) 49
- 2. Adopt Resolution No. 24-16 Approving the Fiscal Year 2024/25 Personnel Allocation Table
- 3. Adopt Fiscal Year 2024/25 Organizational Chart

**TIMED ITEM 1:00 PM**

- B. Public Hearing to Adopt Resolution No. 24-17 Finalizing the Fiscal Year 2024/25 Capital Improvement Plan and Capital Budget (*Petersen*) 57
- C. Receive and file the **Final Report of the Total Compensation and Benefit Study, El Dorado County Transit Authority, May 2024** prepared by Ralph Andersen & Associates (*Harris*) 78
- D. 1. Award contract for the performance of Bus Parking Lot Improvements Design and Engineering Services per RFP #23-02 (*Bergren*) 154
- 2. Approve Purchase Order 29222
- 3. Authorize the Executive Director to enter into a Contract with Dokken Engineering for Design & Engineering Services as outlined in Dokken Engineering’s proposal dated May 23, 2024
- 4. Authorize Executive Director to approve a contingency of 10% above contract amount

3. **INFORMATION ITEMS**

- A. El Dorado County Fair Free Shuttle Flyer (*Bergren*) 168

**EXECUTIVE DIRECTOR REPORT \***

**BOARD MEMBER COMMENTS \***

**RECESS TO CLOSED SESSION**

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 Brian James and Legal Counsel Michael Tucker

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 Brian James and Legal Counsel Michael Tucker

Closed Personnel Session Pursuant to Government Code Section 54954.5 –  
PUBLIC EMPLOYEE PERFORMANCE EVALUATION Title: Executive Director

**Pursuant to Government Code Section 54956.8 – Conference with Real Property Negotiator**

**Property:** APN 121-300-005, El Dorado Hills, CA

**Transit Negotiators:** Brian James, Executive Director or designee

**Negotiating Parties:** Town Center East LP / Town Center Management Group, Inc. or designee

**Under Negotiation:** Price and terms of payment for sale

**RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS**

**ADJOURNMENT**

\* Verbal Report

NEXT REGULARLY SCHEDULED  
EL DORADO COUNTY TRANSIT AUTHORITY BOARD MEETING  
Thursday, August 1, 2024 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.*

*The Agenda is also available on the website [www.eldoradotransit.com](http://www.eldoradotransit.com)*



# EL DORADO TRANSIT

## EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING CONFORMED MINUTES

Thursday, May 2, 2024; 1:00 PM  
Regular Meeting

Chairperson: George Turnboo, County of El Dorado Supervisor, District II  
Vice Chairperson: David Yarbrough, City of Placerville Councilmember  
John Hidahl, County of El Dorado Supervisor, District I  
Brooke Laine, County of El Dorado Supervisor, District V  
Jackie Neau, City of Placerville Councilmember

- John Clerici, Alternate for City Councilmembers
- Lori Parlin, Alternate for County of El Dorado Supervisor, District IV

Executive Director: Brian James

<b>In-Person</b>	
County of El Dorado Board of Supervisors Meeting Room 330 Fair Lane, Bldg. A Placerville, CA 95667	<u><b>Teleconference</b></u> South Lake Tahoe Office 3368 Lake Tahoe Blvd #102 South Lake Tahoe, CA 96150
<b>Remotely</b>	
<b>By Computer:</b> <a href="https://edcgov-us.zoom.us/j/86134567267">https://edcgov-us.zoom.us/j/86134567267</a>	
<b>By Phone:</b> 669-219-2599	
<b>Meeting ID:</b> 861 3456 7267	

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## **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chair Turnboo called the meeting to order at 1:00 PM and the Pledge of Allegiance was recited.

## **ROLL CALL**

**Directors Present:** Brooke Laine, John Hidahl, Jackie Neau, George Turnboo, David Yarbrough

**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.

### **Adoption of the Agenda and Approval of Consent Calendar**

**M/S:** Neau/Yarbrough

**Ayes:** Laine, Hidahl, Neau, Turnboo, Yarbrough

## **OPEN FORUM**

None

### **1. CONSENT CALENDAR**

- A.** Approve Conformed Minutes of Regular Meeting March 7, 2024 (*Wilcher*)  
Approve Conformed Minutes of Regular Meeting April 4, 2024
- B.** Receive and File March 2024 Check Registers (*Petersen*)
- C.** Receive and File March 2024 Ridership Reports (*Bergren*)
- D.** Receive and file Quarterly Investment Report for Quarter Ending 03/31/2024 (*Petersen*)
- E.** Adopt Resolution No. 24-12 to Establish Fuel as Exempt from Competitive Bidding and Fuel Purchase Orders for Fiscal Year 2024/25 (*Petersen*)
- F.** Approval of Purchase Orders above \$25,000 for Fiscal Year 2024/25 (*Petersen*)

G. Approve the Donation of one (1) Surplus Vehicle to Local Non-Profit Organization  
(James)

2. **ACTION ITEMS**

A. Authorize the El Dorado County Transit Authority and the Executive Director to execute contracts for Payment Acceptance Device Hardware and Transit Processor Services with Kuba, Inc. and Littlepay, Inc., through State of California leveraged procurement agreements (*Bergren*)

**Action: Item approved unanimously as requested by staff**

**M/S: Hidahl/Laine**

**Ayes: Laine, Hidahl, Neau, Turnboo, Yarbrough**

3. **INFORMATION ITEMS**

A. 2023 Safe Driving Award Recipients (*Parker*)

**EXECUTIVE DIRECTOR REPORT** \*

**BOARD MEMBER COMMENTS** \*

**RECESS TO CLOSED SESSION**

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 Brian James and Legal Counsel Michael Tucker

**Recessed to closed session at 1:20 PM**

**RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS**

**Reconvened to Open Session at 1:36 PM. No report out.**

**ADJOURNMENT**

**Chair Turnboo adjourned the meeting at 1:36 PM. The next regularly scheduled meeting is Thursday, June 6, 2024.**

**Respectfully Submitted,**

**Megan Wilcher  
Secretary to the Board**

\* Verbal Report

AGENDA ITEM 1 B  
Consent Item

**MEMORANDUM**

**DATE:** June 6, 2024  
**TO:** El Dorado County Transit Authority  
**FROM:** Julie Petersen, Finance Manager  
**SUBJECT:** Receive and File April 2024 Check Register

**REQUESTED ACTION:**  
**BY MOTION,** Receive and File April 2024 Check Register

**BACKGROUND**

The following check register includes routine transactions for the month of April 2024. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

**DISCUSSION**

One (1) item merits further detail:

Check #39195 – IRS / ACS Support-Stop 6052.....\$10,215.92  
This check pays the obligation for 941 Tax Due for Quarter Ending 06/30/20 using Local Transportation Funds (LTF).



**EL DORADO COUNTY TRANSIT AUTHORITY**  
**Check Register**  
**April 2024**

Date	Num	Name	Memo	Amount
04/02/2024	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE MARCH 29, 2024	4,101.68
04/02/2024	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Medical Premium - April 2024	47,415.62
04/03/2024	39168	49ER LIVE SCAN	Live Scan Fingerprinting	21.00
04/03/2024	39169	AC TOWING AND TRANSPORT LLC	Tow To Rancho Cordova #1607	464.74
04/03/2024	39170	ARNOLDS FOR AWARDS INC	April EOM Award. Name Engraving	17.00
04/03/2024	39171	AUTOZONE INC	Parts and Supplies	551.04
04/03/2024	39172	BUS & EQUIPMENT REPAIR OF CA	Parts and Supplies	1,025.08
04/03/2024	39173	C & H MOTOR PARTS	Parts and Supplies	535.61
04/03/2024	39174	CAL.NET	CCTV Camera Service April 2024	176.92
04/03/2024	39175	CALIFORNIA STEAM INC	Fuel Pump Pressure Washer	276.71
04/03/2024	39176	CAPITOL CLUTCH & BRAKE INC	Parts and Supplies	1,051.74
04/03/2024	39177	D&K AUTO GLASS	Fleet Vehicle glass repairs	1,280.00
04/03/2024	39178	DAWSON OIL	Fuel Purchases -March 2024	48,894.51
04/03/2024	39179	EDC CHAMBER OF COMMERCE	Annual Membership Dues	185.00
04/03/2024	39180	EDC COMMUNITY DEVELOPMENT SERVICES	AQMD Fees Permit 2024/25	833.24
04/03/2024	39181	EL DORADO DISPOSAL SERVICE	Disposal Service 03/24	418.27
04/03/2024	39182	EL DORADO IRRIGATION DISTRICT	Water Service 03/24	2,074.48
04/03/2024	39183	EMP. MISC. REIMBURSEMENT	Training Travel Reimbursement -Meals	282.03
04/03/2024	39184	EMP. MISC. REIMBURSEMENT	Mileage Reimbursement	35.51
04/03/2024	39185	EMP. MISC. REIMBURSEMENT	Mileage Reimbursement	86.30
04/03/2024	39186	EMP. MISC. REIMBURSEMENT	Snacks for Meeting	34.89
04/03/2024	39187	FASTENAL	Sealant, Glass, Cleaner, Trash Bags -Shop	525.07
04/03/2024	39188	FLEMING DISTRIBUTING CO.	D.F.C. and Fuel System Restore -Stock	798.74
04/03/2024	39189	FOLSOM LAKE DODGE	Parts and Supplies	423.46
04/03/2024	39190	FOLSOM LAKE FORD	Sublet Repairs #1607	585.00
04/03/2024	39191	GILLIG LLC	Parts and Supplies	5,107.63
04/03/2024	39192	GLOBAL DATA VAULT LLC	Monthly Recovery Back Up Service March 2024	330.00
04/03/2024	39193	GRAINGER	Umbrella for Outdoor Table	389.50
04/03/2024	39194	GWP HOLDINGS LLC	VOID:	0.00
04/03/2024	39195	IRS/ACS SUPPORT-STOP 6052	6/30/2020 941 TAX DUE	10,215.92
04/03/2024	39196	J.C. NELSON SUPPLY CO	Toilet Tissue	212.19
04/03/2024	39197	KIMBALL MIDWEST	Spray Adhesive, Comp Drawer, Cooper Washers	205.94
04/03/2024	39198	MISSION UNIFORM SERVICE	Uniforms, Towels and Mats Service	793.96
04/03/2024	39199	MOTIVE ENERGY LLC	Battery For Solar Shelters and Buses	932.21
04/03/2024	39200	MOUNTAIN DEMOCRAT INC	Public Notice: Surplus Vehicle Donation	38.60
04/03/2024	39201	NAPA AUTO PARTS	VOID:	0.00
04/03/2024	39202	NORCAL SPIT SHINE LLC	Bus Cleaning Service	3,565.00
04/03/2024	39203	O'REILLY AUTO PARTS	Parts and Supplies	364.26
04/03/2024	39204	OPERATING ENGINEERS PUBLIC & MISC	April 2024 Medical Premiums	37,535.00
04/03/2024	39205	PACIFIC GAS & ELECTRIC	Electric Service 03/24	1,093.97
04/03/2024	39206	PEST CONTROL CENTER INC	Pest Control Service -Admin Building	65.00
04/03/2024	39207	QUILL LLC	Misc. Office Supplies	200.90
04/03/2024	39208	RON DUPRATT FORD	Reprogram BCM #1607	357.51
04/03/2024	39209	RTS IT INC	IT Care Service Plan - April 2024	5,070.00
04/03/2024	39210	SAFETY-KLEEN SYSTEMS INC	Oil Service/Used Oil Recycle	57.50
04/03/2024	39211	STRATUS BUILDING SOLUTIONS	Janitorial Services April 2024	795.00
04/03/2024	39212	THE AFTERMARKET PARTS CO LLC	Parts and Supplies	5,449.55
04/03/2024	39213	TRUE VALUE HARDWARE	Carbon Monox Alarm, Push Button Switch, Nuts/Bolts	164.90
04/03/2024	39214	UNITED TEXTILE	Gloves For Shop	383.96
04/03/2024	39215	VALLEY POWER SYSTEMS INC	Harness Assembly #2002	401.84
04/03/2024	39216	VISUAL EDGE IT, INC.	Contract Base Rate: 03/22/24-04/21/24	398.08
04/03/2024	39217	XEROX FINANCIAL SERVICES	Copier Lease Payment, Property Tax March 2024	509.44
04/03/2024	39218	ZEP MANUFACTURING CO.	Spirit II, TnT -Bus Cleaning Supplies	342.42
04/03/2024	39219	GWP HOLDINGS LLC	Parts and Supplies	5,950.52
04/03/2024	39220	NAPA AUTO PARTS	Seal #2004	4.13
04/03/2024	39221	NATIONAL FIRE SYSTEMS INC	Semi- Annual Service - Bus Systems	5,940.00

**EL DORADO COUNTY TRANSIT AUTHORITY**  
**Check Register**  
**April 2024**

Date	Num	Name	Memo	Amount
04/15/2024	EFT TRANS	CaIPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE APRIL 12, 2024	4,131.11
04/15/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #8 CLASSIC	6,786.39
04/15/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #8 PEPRA	12,941.41
04/17/2024	39222	.ALLEN, CYNTHIA	MY RIDE - MARCH 2024	26.87
04/17/2024	39223	.BRACKETT, MICHELLE	MY RIDE - MARCH 2024	234.50
04/17/2024	39224	.BURNS, ROBERTA	MY RIDE - MARCH 2024	234.50
04/17/2024	39225	.CALDWELL, TISA	MY RIDE - MARCH 2024	233.03
04/17/2024	39226	.CAMP, BETTY J	MY RIDE - MARCH 2024	234.50
04/17/2024	39227	.CHRONISTER, RODNEY E	MY RIDE - MARCH 2024	234.50
04/17/2024	39228	.CONLEY-WIDING, SEAN	MY RIDE - MARCH 2024	52.13
04/17/2024	39229	.COOK, VICKI	MY RIDE - MARCH 2024	52.26
04/17/2024	39230	.COOPER, DEBBIE	MY RIDE - MARCH 2024	88.84
04/17/2024	39231	.CROZIER, EILEEN JEAN	MY RIDE - MARCH 2024	234.50
04/17/2024	39232	.DA COSTA, MONICA	MY RIDE - MARCH 2024	222.44
04/17/2024	39233	.DUPONT, MARTHA	MY RIDE - MARCH 2024	166.16
04/17/2024	39234	.FARRINGTON, PAMELA	MY RIDE - MARCH 2024	179.36
04/17/2024	39235	.FICKLIN, LINDA	MY RIDE - MARCH 2024	110.55
04/17/2024	39236	.FILIPPELLI, JEREMY	MY RIDE - MARCH 2024	76.38
04/17/2024	39237	.GAGNE, SUSAN D	MY RIDE - MARCH 2024	6.70
04/17/2024	39238	.GALVAN, ELAINE M	MY RIDE - MARCH 2024	469.00
04/17/2024	39239	.GOODRICH, ROBERT	MY RIDE - MARCH 2024	352.42
04/17/2024	39240	.GULARTE, LARA L	MY RIDE - MARCH 2024	234.50
04/17/2024	39241	.HENDRIX, SUSAN L.	MY RIDE - MARCH 2024	234.50
04/17/2024	39242	.KAMENA, DENISE	MY RIDE - MARCH 2024	298.95
04/17/2024	39243	.KURTZ, STORM	MY RIDE - MARCH 2024	234.50
04/17/2024	39244	.LAWSON, CATHERINE	MY RIDE - MARCH 2024	113.90
04/17/2024	39245	.LAWSON, GLENN	MY RIDE - MARCH 2024	120.60
04/17/2024	39246	.LEONARD, DONALD CHRISTOPHER	MY RIDE - MARCH 2024	234.50
04/17/2024	39247	.LUSK, DEBRA SUE	MY RIDE - MARCH 2024	135.68
04/17/2024	39248	.MARTIN, LINA	MY RIDE - MARCH 2024	164.82
04/17/2024	39249	.MILLER, DOREENE ELIZABETH	MY RIDE - MARCH 2024	214.40
04/17/2024	39250	.NUNEZ, FERNANDO	MY RIDE - MARCH 2024	234.50
04/17/2024	39251	.ROGERS, TIMOTHY ALTON	MY RIDE - MARCH 2024	35.71
04/17/2024	39252	.SAN VICENTE LAZO, GUILLERMO	MY RIDE - MARCH 2024	8.98
04/17/2024	39253	.SHAWHAN, CHARLES	MY RIDE - MARCH 2024	128.64
04/17/2024	39254	.STOCKEL, ROBERT	MY RIDE - MARCH 2024	92.13
04/17/2024	39255	.TODD, JANET C	MY RIDE - MARCH 2024	576.74
04/17/2024	39256	.VALENCIA, ROCHELLE	MY RIDE - MARCH 2024	27.07
04/17/2024	39257	.VAN CLEAVE, MICHA	MY RIDE - MARCH 2024	364.08
04/17/2024	39258	.WAHLGREN, ANNETTE	MY RIDE - MARCH 2024	60.97
04/17/2024	39259	.WANG, YING	MY RIDE - MARCH 2024	39.40
04/17/2024	39260	.WARMAN, SHIELA	MY RIDE - MARCH 2024	71.15
04/17/2024	39261	.WEST, JASON	MY RIDE - MARCH 2024	121.94
04/17/2024	39262	.WOJAN, CYNTHIA	MY RIDE - MARCH 2024	152.56
04/17/2024	39263	.WOJAN, RONALD	MY RIDE - MARCH 2024	1.27
04/17/2024	39264	.WOODS, ELIZABETH	MY RIDE - MARCH 2024	131.32
04/17/2024	39265	.WORTHEN, DALE	MY RIDE - MARCH 2024	234.50
04/17/2024	39266	ADM SCREENING	2nd QTR Consortium Services	1,270.00
04/17/2024	39267	AFLAC	Employee Paid Premiums - April 2024	643.76
04/17/2024	39268	AMERICAN HERITAGE LIFE INSURANCE CO	Employee Paid Premiums - April 2024	29.10
04/17/2024	39269	AT&T MOBILITY	Wireless Service for Surveillance Cameras	187.92
04/17/2024	39270	CALIFORNIA DEPT OF TAX & FEE ADMIN	Diesel Fuel Exempt Bus Tax 1st Quarter 2024	346.00
04/17/2024	39271	CITY OF PLACERVILLE	Bus Shelter Maintenance - April-June 2024	330.00
04/17/2024	39272	CUSTOM EMBROIDERY CONCEPTS	Waterproof Parka Safety Yellow	57.92
04/17/2024	39273	EDC FAIR ASSOCIATION INC	Fair Vendor Booth Space -2024 Fair	375.00
04/17/2024	39274	EDWARDS, STEVENS & TUCKER LLP	General Legal Service - March 2024	2,023.50

**EL DORADO COUNTY TRANSIT AUTHORITY**  
**Check Register**  
**April 2024**

Date	Num	Name	Memo	Amount
04/17/2024	39275	EMP. MISC. REIMBURSEMENT	DMV License Renewal	63.00
04/17/2024	39276	EMP. MISC. REIMBURSEMENT	Flashlights for Buses, Lock Box for Narcotics	229.42
04/17/2024	39277	EMP. MISC. REIMBURSEMENT	DMV Permit and Endorsements	98.00
04/17/2024	39278	GRAINGER	Zip Locks and Glove Dispenser	157.81
04/17/2024	39279	KINETICO WATER OF PLACERVILLE	Drinking Water Service April 2024	42.90
04/17/2024	39280	LANGUAGE LINE SERVICES INC	Over-the-phone Interpretation March 2024	1.75
04/17/2024	39281	OPERATING ENGINEERS LOCAL UNION #3	Union Dues April 2024	928.00
04/17/2024	39282	PACIFIC GAS & ELECTRIC	Electric Service 03/24	3,393.59
04/17/2024	39283	PROTELESIS	Phone System Elevate Subscription April 2024	709.60
04/17/2024	39284	QUILL LLC	Misc. Office Supplies	458.32
04/17/2024	39285	ROBERTS & COMPANY INC	CPA Services March 2024	50.00
04/17/2024	39286	RTS IT INC	TripSpark Review, MobileEye Troubleshooting	1,715.00
04/17/2024	39287	SMALL BUSINESS BENEFIT PLAN TRUST	Dental and Vision Coverage May 2024	4,037.00
04/17/2024	39288	SPECIAL DISTRICT RISK MANAGEMENT AUTH	Employee Assistance Program Benefits May 2024	166.00
04/17/2024	39289	STATE OF CA - DEPT OF JUSTICE	State and FBI Background Check	245.00
04/17/2024	39290	STATE WATER RESOURCES CONTROL BOARD	Annual Fee for 4/1/24-3/31/24	1,673.00
04/17/2024	39291	SUN LIFE FINANCIAL	Supplemental Life Benefit April 2024	356.49
04/17/2024	39292	VERIZON WIRELESS	Cellular Service - March 2024	1,997.32
04/17/2024	39293	MAG LANDSCAPING INC	Landscaping Maintenance - March 2024	1,290.00
04/23/2024	39295	EDC RISK MANAGEMENT	Health Insurance April 2024	7,030.94
04/23/2024	39296	ROUTEMATCH SOFTWARE LLC	Quarterly Service Fees for RM Software	18,071.87
04/23/2024	39297	RTS IT INC	Migrate to M365 Service Licensing and Labor Payment (1 of 2)	11,115.00
04/23/2024	39298	UMPQUA BANK COMMERCIAL CARD OPS	Reconciled Visa Charges	8,003.74
04/29/2024	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE APRIL 26, 2004	4,101.72
04/29/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #9 PEPRA	13,052.04
04/29/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #9 CLASSIC	6,853.88
				<u>321,408.02</u>
<b>Total</b>				<b><u>321,408.02</u></b>

AGENDA ITEM 1 C  
Consent Item

**MEMORANDUM**

**DATE:** June 6, 2024  
**TO:** El Dorado County Transit Authority  
**FROM:** Erik Bergren, Planning and Marketing Manager  
**SUBJECT:** April 2024 Ridership Report

**REQUESTED ACTION:**

**BY MOTION,**

**Receive and file the April 2024 Ridership Report**

**BACKGROUND**

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

**DISCUSSION**

For the month of April 2024, ridership across all three (3) modes of service continued to trend up. Fiscal Year-to-date ridership was up 22.8% overall.

The attached April 2024 Ridership Report compares systemwide monthly passenger trips to the same period in the previous fiscal year. Overall ridership increased by 30.6% compared to the previous year. Demand Response ridership increased by 46.1%, Local Fixed Route ridership increased by 28.3%, and Commuter ridership increased 24.1%. Commuter ridership is trending up due to requirements that State of California employees report to their offices more often. Staff anticipates a steady increase in commuter ridership in the coming months and will continue to closely monitor trends.

The attached Fiscal Year-to-Date Ridership Report compares the current fiscal year to the same period in the previous four (4) fiscal years to analyze pre-Covid and current ridership trends.

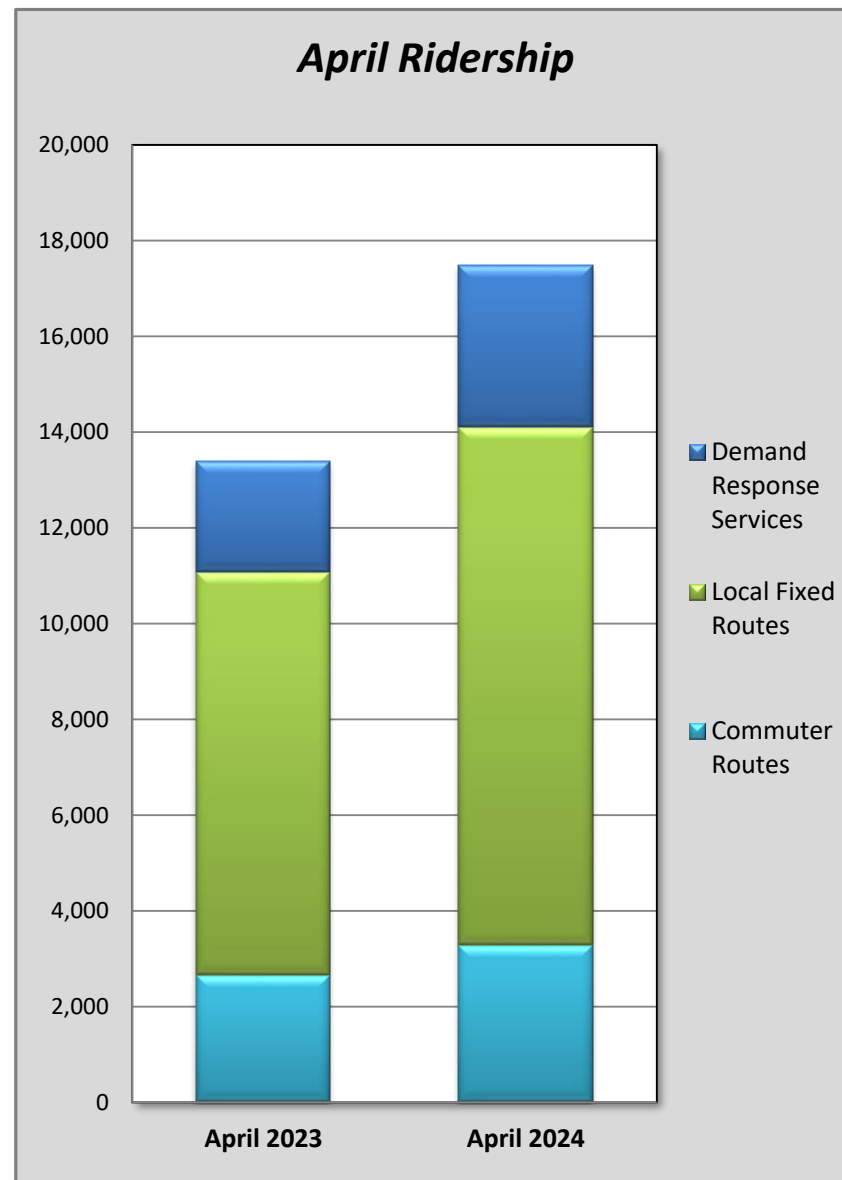
# April 2024 Ridership Report

Demand Response Services	April 2023	April 2024	% Change
Dial-a-Ride	695	1,114	60.3%
Sac-Med	30	30	0.0%
ADA Paratransit	263	314	19.4%
M.O.R.E.*	593	825	39.1%
Senior Day Care*	0	0	0.0%
My Ride	736	1,101	49.6%
<b>Total Demand Response</b>	<b>2,317</b>	<b>3,384</b>	<b>46.1%</b>

Local Fixed Routes	April 2023	April 2024	% Change
20 - Placerville	1,160	1,308	12.8%
25 - Saturday Express	0	306	100.0%
30 - Diamond Springs	1,193	1,303	9.2%
35 - Diamond Springs Saturday	0	74	100.0%
40 - Cameron Park	986	1,066	8.1%
50x - 50 Express	3,759	5,227	39.1%
60 - Pollock Pines	1,321	1,521	15.1%
<b>Total Local Fixed Routes</b>	<b>8,419</b>	<b>10,805</b>	<b>28.3%</b>

Commuter Routes	April 2023	April 2024	% Change
Sacramento Commuter	1,926	2,640	37.1%
Reverse Commuter	24	50	108.3%
Sacramento/Tahoe Connector	703	603	-14.2%
<b>Total Commuter Routes</b>	<b>2,653</b>	<b>3,293</b>	<b>24.1%</b>

	April 2023	April 2024	% Change
<b>Systemwide</b>	<b>13,389</b>	<b>17,482</b>	<b>30.6%</b>
Passengers per Revenue Hour	4.5	4.3	-3.2%



\*Contracted Services - Ridership Determined by Client Enrollment

# Fiscal Year-to-Date Ridership Report

## July - April

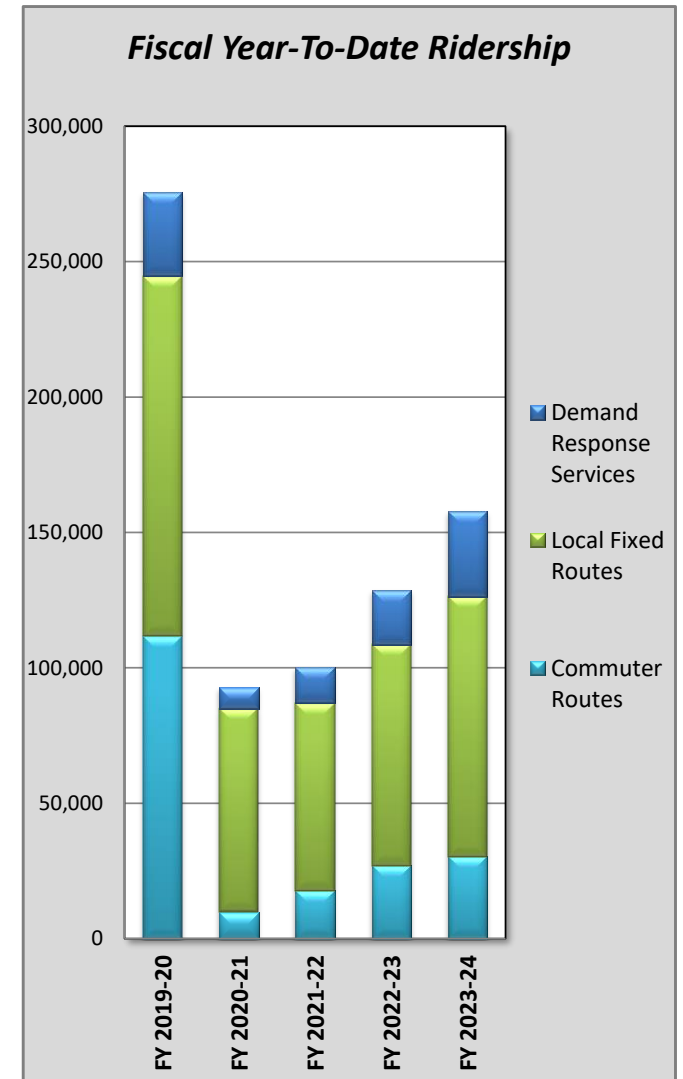


Demand Response Services	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
Dial-a-Ride	11,598	5,033	2,302	7,199	10,531	46.3%
Sac-Med	237	201	326	236	357	51.3%
ADA Paratransit	536	1,408	5,676	2,345	2,385	1.7%
M.O.R.E.*	15,244	1,104	4,975	5,827	7,353	26.2%
Senior Day Care*	3,291	0	0	0	0	0.0%
My Ride	0	0	0	4,362	11,032	152.9%
<b>Total Demand Response</b>	<b>30,906</b>	<b>7,746</b>	<b>13,279</b>	<b>19,969</b>	<b>31,658</b>	<b>58.5%</b>

Local Fixed Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
20 - Placerville	32,990	10,485	10,175	12,949	12,986	0.3%
25 - Saturday Express	3,998	2,917	2,301	0	2,100	100.0%
30 - Diamond Springs	20,644	8,067	7,890	10,948	11,113	1.5%
35 - Diamond Springs Saturday	1,178	844	710	0	606	100.0%
40 - Cameron Park	12,337	8,812	8,364	10,177	10,419	2.4%
50x - 50 Express	32,269	30,213	27,978	34,608	44,786	29.4%
60 - Pollock Pines	29,696	14,078	11,804	12,946	13,959	7.8%
<b>Total Local Fixed Routes</b>	<b>133,112</b>	<b>75,416</b>	<b>69,222</b>	<b>81,628</b>	<b>95,969</b>	<b>17.6%</b>

Commuter Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
Sacramento Commuter	111,033	9,505	12,357	18,783	21,394	13.9%
Reverse Commuter	640	77	174	212	593	179.7%
Sacramento/Tahoe Connector	0	0	5,173	8,048	8,320	3.4%
<b>Total Commuter Routes</b>	<b>111,673</b>	<b>9,582</b>	<b>17,704</b>	<b>27,043</b>	<b>30,307</b>	<b>12.1%</b>

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
<b>Systemwide</b>	<b>275,691</b>	<b>92,744</b>	<b>100,205</b>	<b>128,640</b>	<b>157,934</b>	<b>22.8%</b>
Passengers per Revenue Hour	6.8	3.4	3.6	4.4	4.2	-3.7%



\*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1 D  
Consent Item

**MEMORANDUM**

**DATE:** June 6, 2024  
**TO:** El Dorado County Transit Authority  
**FROM:** Julie Petersen, Finance Manager  
**SUBJECT:** Purchase Orders for Insurance Coverage for Fiscal Year 2024/25

**REQUESTED ACTION:**  
**BY MOTION,**

1. Approve Purchase Order 30004 issued to the California Transit Indemnity Pool in the amount of \$408,000 for Liability Insurance
2. Approve Purchase Order 30005 issued to the California Transit Indemnity Pool in the amount of \$26,000 for Physical Damage Insurance
3. Approve Purchase Order 30003 issued to the California Transit Indemnity Pool in the amount of \$35,000 for Employment Practices Liability Insurance
4. Approve Purchase Order 30025 issued to the Special District Risk Management Authority in the amount of \$138,000 for Workers' Compensation Insurance

**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.

March 7, 2024 Board reviewed the Preliminary Operating Budget for FY 2024/25

April 4, 2024 Board adopted the Preliminary Operating Budget for FY 2024/25 and formed an ad hoc committee for budget review.

**DISCUSSION**

The presented purchase orders address El Dorado Transit's liability, physical damage, employment practices and worker's compensation insurance premiums for the upcoming fiscal year. The Preliminary Operating Budget was based on estimates. Final premium quotes have now been received; therefore, the following budget and purchase orders have been revised and are recommended for final approval:

- California Transit Indemnity Pool – Liability Purchase Order No. 30004 in the amount of \$408,000
- California Transit Indemnity Pool – Physical Damage Purchase Order No. 30005 in the amount of \$26,000
- California Transit Indemnity Pool – Employment Practices Purchase Order No. 30003 in the amount of \$35,000
- Special District Risk Management Authority Purchase Order No. 30025 in the amount of \$138,000

The Executive Director certifies that these purchases are processed within approved Purchasing Procedures per the El Dorado Transit Procurement Policies and Procedures Manual:

“Chapter 3; Section 14 Sole Sources Procurements:

- b) *Sole source procurement may be used only when the award of a contract is infeasible under small purchase procedures, sealed bids, or competitive proposals and at least one of the following circumstances applies:*
  - 5. *The unique nature of the property or service required precludes competitive bidding.*
- c) *The exemption provided by subsection (b) herein shall apply only to the purchase of such items as listed or that have been identified by resolution of the El Dorado Transit Board of Directors:*
  - c. *Insurance”*

**FISCAL IMPACT**

Purchase Order amounts are within the overall budget in the proposed Final Fiscal Year 2024/25 Operating Budget presented as a part of this agenda packet.

	FY 2024/25 Adopted Preliminary <u>Budget</u>	FY 2024/25 Proposed Final <u>Budget</u>
5060.01 – Public Liability	\$381,000	<b>\$408,000</b>
5060.02 – Physical Damage	\$26,000	\$26,000
5060.04 – EPLI Coverage	\$28,000	<b>\$35,000</b>
5020.05 – Workers’ Compensation	\$203,000	<b>\$138,000</b>



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

**PURCHASE ORDER NO. 30004**

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

**DATE: 07/01/24**

ACCOUNT: 1300

CLASS: 125

TO: CalTIP  
 c/o SEDGWICK  
 1750 CREEKSIDE OAKS DRIVE STE 200  
 SACRAMENTO, CA 95833

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

Contact: Vicky Quintrall

Vendor Phone No: (916) 244-1104

Fax No: (916) 244-1199

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		LIABILITY PROGRAM ANNUAL RENEWAL FOR FISCAL YEAR 07/01/24 THROUGH 06/30/25  COVERAGE PERIOD 05/01/24 THROUGH 04/30/25  COVERAGE LIMITS ARE AS FOLLOWS: CalTIP \$2M SELF-INSURED RETENTION GEM AT \$5M XS OF \$2M EVEREST AT \$3M XS OF \$7M HALLMARK AT \$5M XS OF \$10M AWAC AT \$10M XS OF \$15M TOTAL LIABILITY LIMIT OF \$25M		\$408,000.00
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	\$408,000.00
			SHIPPING	
			SALES TAX	
			<b>TOTAL</b>	NTE \$408,000.00
<b>PURCHASING AGENT</b>				

**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. 30005**

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

**DATE: 07/01/24**

ACCOUNT: 1300

CLASS: 125

TO: CalTIP  
 c/o SEDGWICK  
 1750 CREEKSIDE OAKS DRIVE STE 200  
 SACRAMENTO, CA 95833

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

Contact: Vicky Quintrall

Vendor Phone No: (916) 244-1104

Fax No: (916) 244-1199

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		VEHICLE PHYSICAL DAMAGE PROGRAM ANNUAL RENEWAL FOR FISCAL YEAR 07/01/24 THROUGH 06/30/25  COVERAGE PERIOD 05/01/24 THROUGH 04/30/25  COVERAGE LIMITS ARE AS FOLLOWS: CalTIP \$100K SELF-INSURED RETENTION EVANSTON/MARKEL \$14.9M XS \$100K LANDMARK \$5M XS \$15M		\$26,000.00
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	\$26,000.00
			SHIPPING	
			SALES TAX	
			<b>TOTAL</b>	<b>NTE</b> \$26,000.00
<b>PURCHASING AGENT</b>				

**PLEASE NOTE CONDITIONS ON REVERSE SIDE**

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

**PURCHASE ORDER NO. 30003**

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

**DATE: 07/01/24**

ACCOUNT: 1300

CLASS: 125

TO: CalTIP  
 c/o SEDGWICK  
 1750 CREEKSIDE OAKS DRIVE STE 200  
 SACRAMENTO, CA 95833

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

Contact: Vicky Quintrall

Vendor Phone No: (916) 244-1104

Fax No: (916) 244-1199

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		EMPLOYMENT PRACTICES LIABILITY INSURANCE ANNUAL RENEWAL FOR FISCAL YEAR 07/01/24 THROUGH 06/30/25  COVERAGE PERIOD 05/01/24 THROUGH 04/30/25  COVERAGE LIMITS ARE AS FOLLOWS: \$50K SELF-INSURED RETENTION		\$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	
			<b>TOTAL</b>	<b>NTE</b> \$35,000.00
<b>PURCHASING AGENT</b>				

**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. 30025**  
 THIS NUMBER MUST APPEAR ON ALL INVOICES,  
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

**DATE: 07/01/24**  
 ACCOUNT: 1300 CLASS: 125

TO: SPECIAL DISTRICT RISK MANAGEMENT  
 AUTHORITY  
 PO BOX 15677  
 SACRAMENTO, CA 95852

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

Contact: Jennifer Chilton  
 Vendor Phone No: (800) 537-7790

Email: jchilton@sdrma.org  
 Fax No: (916) 231-4111

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		WORKERS' COMPENSATION INSURANCE PREMIUMS FOR FISCAL YEAR 07/01/24 THROUGH 06/30/25		\$138,000.00
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.			<b>SUBTOTAL</b>	\$138,000.00
			<b>SHIPPING</b>	
			<b>SALES TAX</b>	
			<b>TOTAL</b>	NTE: \$138,000.00
<b>PURCHASING AGENT</b>				

**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 E  
Consent Item

**MEMORANDUM**

**DATE:** June 6, 2024  
**TO:** El Dorado County Transit Authority  
**FROM:** Erik Bergren, Planning and Marketing Manager  
**SUBJECT:** Charter Rate for Fiscal Year (FY) 2024/25

**REQUESTED ACTION:**

**BY MOTION,**

**Approve Charter Rate of \$270 per hour for Fiscal Year 2024/25**

**BACKGROUND**

The El Dorado County Transit Authority (El Dorado Transit) currently provides limited charter services as allowed per State and Federal guidelines. El Dorado Transit establishes an hourly charter rate as per the guidelines set forth in the *Transportation Development Act (TDA), Statutes and California Codes of Regulations, January 2005*.

**DISCUSSION**

The State of California TDA regulations Section 99250 include the following guidance regarding charter services performed by a public transit agency:

1. "...charter bus service rates and minimums shall be established which are...at least equal to the average of the three lowest current rates charged by private charter bus carriers actually operating charters originating in the same service area of the public transportation system during the prior year."
2. "All charter bus service rates shall be reviewed and adjusted not less than semiannually to reflect variations in actual and assumed costs, as well as private charter bus carrier rates."

Staff solicited quotes from private charter providers operating in the service area. The participating operators quotes were based on at least a seven (7) hour charter to include deadhead and fuel surcharges where applicable. Average hourly rates were calculated and ranked from \$200.00 to \$357.14 per hour. The average of the three (3) lowest quotes was \$235.83 per hour. This rate is lower than the current commuter operations cost per hour of \$240.49 as reported in the El Dorado Transit Fiscal Year 2023/24 6-Month Administrative Operations Report.

Staff recommends El Dorado Transit's rate for charter service be set at \$270.00 per service hour for FY 2024/25. Consistent with the TDA regulations, this rate will be non-competitive with private operator's lowest three (3) average rates for similar service and will adequately cover El Dorado Transit's operating costs.

**FISCAL IMPACT**

<u>Item</u>	<u>Period</u>	<u>Rate</u>
Charter Service Rate	Effective July 1, 2024	\$270.00/hour

AGENDA ITEM 1 F  
Consent Item

**MEMORANDUM**

**DATE:** June 6, 2024

**TO:** El Dorado County Transit Authority

**FROM:** Erik Bergren, Planning and Marketing Manager

**SUBJECT:** Adopt Resolutions to File and Execute Documents for the Fiscal Year (FY) 2024/25 California State of Good Repair Grant Program

**REQUESTED ACTION:**  
**BY MOTION,**

- 1. Adopt Resolution No. 24-13 Authorizing the Executive Director to Execute All Documents for the California State of Good Repair Grant Program**
- 2. Adopt Resolution No. 24-14 Authorizing the California State of Good Repair Project List**

**BACKGROUND**

On April 28, 2017 Senate Bill 1 (SB1) known as the Road Repair and Accountability Act of 2017 was signed into law by Governor Brown. SB1 provides new on-going funding under several programs for a variety of transportation purposes. The State of Good Repair (SGR) Program which is managed by Caltrans provides \$105 million annually to transit operators to invest in the upgrade, repair, and improvement of their agency's infrastructure. The SGR Program is funded from a Transportation Improvement Fee on vehicle registrations. These funds are allocated to eligible agencies under the existing State Transit Assistance (STA) Program formula – according to population and farebox revenues. The only eligible entity to receive the direct allocation on the Western Slope is the El Dorado County Transportation Commission (EDCTC). The El Dorado County Transit Authority (El Dorado Transit) is the only transit operator eligible for the sub-allocation of SGR funds on the Western Slope of El Dorado County.

Prior to receiving an apportionment of SGR funds in a given fiscal year, a potential recipient agency must submit to Caltrans a resolution for authorization for the execution of the certifications and assurances and a resolution listing the projects proposed for funding. Each proposal must include a description and location of the project, a proposed schedule for the project's completion, the estimated useful life of the improvement and description of the project benefits. Caltrans will then establish a list of all agencies that have submitted the required information and are eligible to receive an apportionment of funds.

El Dorado Transit staff is recommending the following projects that are eligible for SGR funding:

1. Primary Project – Bus Parking Lot Rehabilitation  
*Repaving of bus parking lot, and upgrades for charging infrastructure*
2. Secondary Project – Fleet Repair and Rehabilitation  
*Preventative maintenance for revenue vehicles*

## **DISCUSSION**

Per the Joint Exercise of Powers Agreement of the El Dorado County Transit Authority, April 29, 2008, Section 11.3, *“The EDCTA shall actively seek maximum utilization of Federal, State, and other available revenues which shall be applied towards such operating and capital expenditures in determining what local funding requirements shall be.”*

Adoption of these resolutions allows agency staff to move forward with the submittal process for the SGR program. Funds would be spent on the primary project Bus Parking Lot Rehabilitation first and the secondary project Fleet Repair and Rehabilitation second. Staff recommends the Board consider the above projects for submission to the EDCTC and authorize the Executive Director to execute all documents for the FY 2024/25 California SB1 State of Good Repair Grant Program.

## **FISCAL IMPACT**

The FY 2024/25 allocation represents an estimated total of \$308,398 for projects that are submitted to the EDCTC for the California SB1 State of Good Repair Grant program.



**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 24-13**

**AUTHORIZATION FOR THE EXECUTION OF THE  
CERTIFICATIONS AND ASSURANCES  
FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**

**WHEREAS**, the El Dorado County Transit Authority is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) now or sometime in the future 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 1 (2017) named the Department of Transportation (Department) as the administrative agency for the SGR; and

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

**WHEREAS**, the El Dorado County Transit Authority wishes to delegate authorization to execute these documents and any amendments thereto to Brian James, Executive Director.

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

**NOW THEREFORE, BE IT FURTHER RESOLVED** that Brian James, Executive Director be authorized to execute all required documents of the SGR program and any amendments thereto with the California Department of Transportation.

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a meeting of said Board, held on the 6<sup>th</sup> Day of June 2024, by the following vote of said Board:

AYES:                                          NOES:                                          ABSTAIN:                                          ABSENT:

\_\_\_\_\_  
George Turnboo, Chairperson

ATTEST:

\_\_\_\_\_  
Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 24-14**

RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE EL DORADO COUNTY TRANSIT AUTHORITY  
AUTHORIZATION FOR THE EXECUTION OF THE PROJECT LIST  
FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM

**WHEREAS**, the El Dorado County Transit Authority is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) now or sometime in the future 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 1 (2017) named the Department of Transportation (Department) as the administrative agency for the SGR; and

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

**WHEREAS**, the El Dorado County Transit Authority wishes to implement the projects listed on the SGR project list,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the El Dorado County Transit Authority that it hereby authorizes the submittal of the following project nominations to the Department for FY 2024-25 SGR funds:

*Project #1: Bus Parking Lot Rehabilitation*

*Project #2: Fleet Repair and Rehabilitation*

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a meeting of said Board, held on the 6<sup>th</sup> Day of June, 2024, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

George Turnboo, Chairperson

ATTEST:

---

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1 G  
Consent Item

**MEMORANDUM**

**DATE:** June 6, 2024  
**TO:** El Dorado County Transit Authority  
**FROM:** Brian James, Executive Director  
**SUBJECT:** Professional Services Agreement with Feild & Associates

**REQUESTED ACTION:**  
**BY MOTION,**

1. **Authorize Professional Services Agreement between the El Dorado County Transit Authority and Feild & Associates**
2. **Approve Purchase Order No. B30012 issued to Feild & Associates in the amount of \$50,000 for Capital Improvement Project Management**

**BACKGROUND**

Feild & Associates provides project management or construction management related services for the El Dorado County Transit Authority (El Dorado Transit) including analyzing Capital Improvement Project costs and budgets, coordinating the services of architects or engineers, acquiring any regulatory permits for the projects, obtaining quotes for work or conducting bid openings for formal bid projects, and monitoring of contractor activities. They also provide studies and reports of investigations related to Capitol Improvement Projects, as well as various reviews and recommendations related to the placement of conditions of approval by the County of El Dorado and City of Placerville for development project applications.

**DISCUSSION**

With the requested action, staff is seeking approval to execute the attached professional services agreement amendment with Feild & Associates, pending final approval as to form by legal counsel. In addition, the requested actions will approve Purchase Order No. B30012 in the amount of \$50,000 and grant the Executive Director minor change order authority.

**FISCAL IMPACT**

The requested action is for contracting authority of \$50,000 for professional project and construction management related services with Feild and Associates.

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

**PURCHASE ORDER NO. B30012**

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

**DATE: 07/01/24**

ACCOUNT: 5030 CLASS: 125

TO: FEILD & ASSOCIATES  
PO BOX 168  
MENDOCINO, CA 95460

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

Contact: Pete Feild

Vendor Phone No: (707) 937-3559

Fax No: N/A

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		<p>CONSTRUCTION RELATED CONSULTING AS DESCRIBED IN EXHIBIT "A" FOR FISCAL YEAR 07/01/24 THROUGH 06/30/25</p> <p>SEE ALSO ATTACHED EXHIBIT "B" RATE SHEET</p>		NOT TO EXCEED \$50,000.00
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	\$50,000.00
			SHIPPING	
			SALES TAX	
			<b>TOTAL</b>	NTE \$50,000.00
<b>PURCHASING AGENT</b>				

**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 TRANSIT**

## **EL DORADO COUNTY TRANSIT AUTHORITY**

### **PROFESSIONAL SERVICES AGREEMENT**

**with**

**FEILD & ASSOCIATES**

**for**

### **CONSTRUCTION RELATED CONSULTING**

THIS AGREEMENT, made and entered into this 1<sup>st</sup> day of JULY 2024, by and between El Dorado County Transit Authority, hereinafter referred to as "EL DORADO TRANSIT," and Feild & Associates, 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 PURCHASE ORDER 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.

EXHIBIT B FEE SCHEDULE

SECTION 2 - SCOPE OF CONSULTING SERVICES - BASIC; SCHEDULE

CONSULTANT agrees to perform all work described in Exhibit "A" entitled Scope of Work 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 indicated in Exhibit "A" of this Agreement. Time of Performance shall be determined on a per project basis. If an extension of time is granted, it must be 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, EL DORADO TRANSIT agrees to pay and CONSULTANT agrees to accept as payment in full, all identified project costs on a cost reimbursement basis up to Fifty thousand dollars (**\$50,000.00**) maximum amount.

CONSULTANT shall submit an invoice upon successful completion of services outlined in said Exhibit "A," attached hereto. Payment shall be made by EL DORADO TRANSIT within 30 days of receipt of the billing for the completed task at a rate identified in Exhibit "B," attached hereto. No statements shall be sent until the task has been accepted as complete by EL DORADO TRANSIT. It is mutually agreed between the parties to this Agreement 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 - CHANGES TO SCOPE - BASIC

EL DORADO TRANSIT may at any time, and upon a minimum of ten (10) days written notice, modify the scope of basic services to be provided under this Agreement. CONSULTANT shall, upon receipt of said notice, determine the impact on both time and compensation of such change in scope and notify EL DORADO TRANSIT in writing. Upon agreement between EL DORADO TRANSIT and CONSULTANT as to the extent of said impacts on time and compensation, an amendment to this Agreement shall be prepared describing such changes. Execution of the amendment by EL DORADO TRANSIT and CONSULTANT shall constitute the CONSULTANT'S notice to proceed with the changed scope.

#### SECTION 8 - COMPLIANCE WITH LAWS, RULES, AND 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, 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

To the extent appropriate to the project contemplated 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. Provide 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.
- 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 Fiscal Year ending June 30, 2024.

### 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/or percent of completed tasks, to total services as determined by EL DORADO TRANSIT, less payments already made under this Agreement. 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 "B".

C. All subcontracts shall be subject to the provisions contained in this Agreement 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 EL DORADO TRANSIT.

## 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, gender expression 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 Agreement (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, color, age, creed, sex, gender expression 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, color, age, creed, sex, gender expression 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."

## SECTION 23 - INDEMNIFICATION

To the fullest extent allowed by law, the CONSULTANT shall defend, indemnify, and hold EL DORADO TRANSIT, its officers, board members, agents and employees, harmless against and from any and 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 the 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 save EL DORADO TRANSIT harmless includes the duties to defend set forth in California Civil Code Section 2778 and shall survive the termination of this Agreement.

## 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 El Dorado Transit, 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 or to 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 make 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. EL DORADO TRANSIT: Brian James, Executive Director  
El Dorado County Transit Authority  
6565 Commerce Way  
Diamond Springs, CA 95619
  
- b. CONSULTANT: Feild & Associates  
P.O. Box 168  
Mendocino, CA 95460

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 hereby acknowledges and recognizes that EL DORADO TRANSIT is subject to the California Public Records Act and from time to time, may receive such a request applicable to EL DORADO TRANSIT’S obligations under the California Public Records Act. CONSULTANT hereby acknowledges that records used or maintained by EL DORADO TRANSIT in furtherance of this Agreement may be subject to such requests.

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 \_\_\_\_\_  
Brian James, Executive Director

By \_\_\_\_\_  
Peter M. Feild, Owner

APPROVED AS TO FORM:

\_\_\_\_\_  
Michael Tucker  
Attorney for El Dorado County Transit Authority

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

Consultant to provide project management or construction management related services, including but not limited to analyzing Capital Improvement Project costs and budgets, coordinating the services of architects or engineers, acquiring any regulatory permits for the projects, obtaining quotes for work or conducting bid openings for formal bid projects, and monitoring of contractor activities.

Consultant may also provide various studies, reports of investigations related to Capital Improvement Projects.

Consultant may provide various reviews and recommendations related to the placement of conditions of approval by the County of El Dorado for development project applications.

**EXHIBIT “B”**

**FEE SCHEDULE**

Administrative/Support Services	\$55.00 / hour
Project Planner	\$95.00 / hour
Project Manager	\$95.00 / hour
Construction Manager/Inspector	\$105.00 / hour
Sub-consultant Mark-up	10% of sub fee

AGENDA ITEM 1 H  
Consent Item

**MEMORANDUM**

**DATE:** June 6, 2024  
**TO:** El Dorado County Transit Authority  
**FROM:** Megan Wilcher, Administrative Coordinator  
**SUBJECT:** Biennial Conflict of Interest Code Review

**REQUESTED ACTION:**  
**BY MOTION,**

**Approve the Biennial Conflict of Interest Code Review and direct staff to provide a written statement to the code reviewing body**

**BACKGROUND**

Government Code 87306.5 requires that each local agency review its Conflict of Interest Code and submit a written statement to the reviewing body every even-numbered year, no later than October 1. The code reviewing body for the El Dorado County Transit Authority (El Dorado Transit) is the El Dorado County Board of Supervisors.

**DISCUSSION**

To comply with Government Code 87306.5 staff recommends no changes to the Conflict of Interest code previously adopted by Resolution No. 18-11 on March 1, 2018. The current adopted Conflict of Interest code is attached as Exhibit A.

**FISCAL IMPACT**

None

**CONFLICT OF INTEREST CODE THE  
EL DORADO COUNTY TRANSIT AUTHORITY**

The Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Title 2 Section 18730, which contains the terms of a standard conflict of interest code (hereafter incorporated by reference). Appendix A and B lists designated members and employees and disclosure categories.

Pursuant to Section 18730 of Title 2 California Code of Regulations, Board Members, the Executive Director and designated employees shall file statements of economic interests with the El Dorado County Transit Authority. Upon receipt of the statements of the El Dorado County Transit Authority Board Members, Executive Director, and all other designated employees, the Clerk of the El Dorado County Transit Authority shall retain a copy of each statement. The Clerk shall make all statements of economic interests available for public inspection and reproduction.

**EL DORADO COUNTY TRANSIT AUTHORITY**

**CONFLICT OF INTEREST CODE**

**APPENDIX A**

**Designated Employee Position**

The designated employees whose duties or positions within El Dorado County Transit Authority involve the making or participation in the making of decisions which may foreseeably have a material financial effect on any financial interest are as follows:

<b>Designated Employee</b>	<b>Disclosure Categories</b>
Board Members	1 - 5
Legal Counsel	1 - 5
Executive Director	1 - 5
Treasurer	1 - 5
Operations Manager	1 - 5
Finance Manager	1 - 5

Specialized Consultant: the Special Consultants employed by the El Dorado County Transit Authority in a decision-making capacity shall make such disclosure as the Executive Director shall determine, if any, is required by any particular consultant or any particular task order of employment.

**EL DORADO COUNTY TRANSIT AUTHORITY**

**CONFLICT OF INTEREST CODE**

**APPENDIX B**

**DISCLOSURE CATEGORIES**

- CATEGORY 1: Investments, business positions in business entities, and sources of income, of the type which contract with the El Dorado County Transit Authority to supply materials, commodities, supplies, books, machinery, vehicles, or equipment utilized by the Authority.
- CATEGORY 2: Investments, business positions in business entities, and sources of income, which are contractors, subcontractors, or consultants engaged in the performance of work or services of the type utilized by the agency, including, but not limited to, insurance companies, carriers, holding companies, underwriters, agents, or accounting firms.
- CATEGORY 3: Investments, business positions in business entities, and sources of income, which have filed claims against the Authority.
- CATEGORY 4: All interest in real property located within the jurisdiction of the agency or within two miles of its boundaries.
- CATEGORY 5: All investments and business position in any business entity and income from any source which is (1) a private transit or transportation company; or (2) an entity or person engaged in real estate, or real estate development within the jurisdiction of the Authority.



AGENDA ITEM 2 A  
Action Item

**TIMED ITEM**

**1:00 PM**

**PUBLIC HEARING**

**MEMORANDUM**

**DATE:** June 6, 2024  
**TO:** El Dorado County Transit Authority  
**FROM:** Julie Petersen, Finance Manager  
**SUBJECT:** Fiscal Year 2024/25 Final Operating Budget

**REQUESTED ACTION:**

**BY MOTION,**

- 1. Open Public Hearing**
- 2. Accept Public Comment**
- 3. Close Public Hearing**
- 4. Adopt Resolution No. 24-15 Finalizing the Operating Budget for Fiscal Year 2024/25**
- 5. Adopt Resolution No. 24-16 Finalizing the Fiscal Year 2024/25 Personnel Allocation Table**
- 6. Adopt Fiscal Year 2024/25 Organizational Chart**

**BACKGROUND**

The Bylaws of the El Dorado County Transit Authority (El Dorado Transit) state: *“The Executive Director shall propose a final operating budget...to the Board on or before June 15 of each year. Final operating...budget shall be adopted by the Board on or before July 15 of each year.”*

Board actions to date related to the Fiscal Year (FY) 2024/25 Operating Budget:

March 7, 2024, Presentation of the Preliminary Operating Budget for FY 2024/25

Adoption of Resolution No. 24-06 authorizing the Executive Director to claim Transportation Development Act (TDA) funds for the FY 2024/25 Operating Budget

Approval of the Proposed Personnel Allocation Table and Proposed Organizational Chart for Fiscal Year 2024/25

April 4, 2024, Adoption of Resolution No. 24-10 for the Preliminary Operating Budget for FY 2024/25, and appointment of an Ad Hoc Budget Committee

The Ad Hoc Budget Review Committee met on May 20, 2024, for a complete review and discussion covering the Proposed Operating Budget. This included Chair George Turnboo, Vice-Chair David Yarbrough, Executive Director Brian James, and Finance Manager Julie Petersen.

The El Dorado Transit, Transit Advisory Committee (TAC) met on May 22, 2024, and reviewed the presentation of the FY 2024/25 Operating Budget to the Board.

## **DISCUSSION**

The proposed final Operating Budget for FY 2024/25 presented for consideration is balanced to projected revenues and includes total operating expenses of \$9,757,915. As noted in the attached budget report there are seven (7) changes, highlighted in bold, between the proposed FY 2024/25 Operating Budget approved on April 4, 2024, and the final version proposed for adoption. These changes include the following:

### **Revenue**

- 4000.00 – Revised Deferred TDA to balance budget.
- 4100.00 – Adjusted revenue to actual grant award.
- 4112.00 – Adjusted revenue to actual grant award.

Total increase of \$27,500 in budgeted revenue.

### **Salary and Benefit Accounts**

- 5020.05 – Increase based on premium estimates provided by carrier.

Total decrease of \$65,000 in Salary and Benefit expenses.

### **Service and Supply Accounts**

- 5060.01 – Reduction based on premium estimates provided by carrier.
- 5060.04 – Increase based on premium estimates provided by carrier.
- 5160.07 – Increased in anticipation of possible cost share for building rehabilitation.

Total increase of \$92,500 in Service and Supplies expenses.

All other revenue and expenditure projections remain unchanged from the last Operating Budget presented for approval in April 2024. The Executive Director and Finance Manager will continue to closely monitor actual revenues and expenses. Per the El Dorado Transit Bylaws, the Board delegates authority to the Executive Director to adjust expenditures between line items within the

same major budget categories, provided that total expenditures remain within the adopted budget.

The annual Operating Budget is typically brought before the Board at least one more time at the mid-year point for approval of significant adjustments. Any recommended revisions to the Board adopted FY 2024/25 Operating Budget will be presented for full consideration in open session.

Staff recommends adoption of the attached Resolution No. 24-15 finalizing the El Dorado Transit Operating Budget for FY 2024/25 and Resolution No. 24-16 finalizing the Personnel Allocation Table for FY 2024/25.

### **FISCAL IMPACT**

The proposed Final Operating Budget for FY 2024/25 reflects \$9,757,915 in total operating expenditures balanced to projected available Federal, State and project specific revenues.

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 24-15**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY  
TRANSIT AUTHORITY ADOPTING THE FINAL OPERATING  
BUDGET FOR FISCAL YEAR 2024/25

**WHEREAS**, Section 11.1 of the Joint Powers Agreement (JPA) establishing the El Dorado County Transit Authority states, *“For each fiscal year, the Board shall adopt capital and operating budgets which are consistent with the requirements of the Regional Transportation Planning Agency, the California Transportation Development Act, the Federal Highway Act of 1973, and the Federal Transit Administration Act as amended from time to time, and all other funding and regulatory agencies involved in the execution of the purpose of EDCTA.”*; and

**WHEREAS**, Section 7.2 of the Bylaws further require, *“Final operating budget shall be adopted by the Board on or before July 15 of each year.”*; and

**WHEREAS**, the preliminary Fiscal Year 2024/25 operating budget was presented at public meeting on March 7, 2024: and

**WHEREAS**, the preliminary Fiscal Year 2024/25 operating budget was adopted at public meeting on April 4, 2024: and

**WHEREAS**, the proposed operating budget for Fiscal Year 2024/25 ending June 30, 2025, is based upon the current level of service; and

**WHEREAS**, the proposed Fiscal Year 2024/25 operating budget projected revenue is based on known levels of anticipated funding.

**NOW THEREFORE, BE IT RESOLVED**, the El Dorado County Transit Authority hereby adopts the final operating budget for Fiscal Year 2024/25 ending June 30, 2025, considered at the June 6, 2024, Board meeting.

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a regular meeting of said Board held on the 6th day of June 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

George Turnboo, Chairperson

ATTEST:

---

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 24-16**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY  
TRANSIT AUTHORITY ADOPTING A PERSONNEL ALLOCATION TABLE FOR FISCAL  
YEAR 2024/25

**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 2024/25.
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 6th day of June 2024, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
George Turnboo, Chairperson

ATTEST:

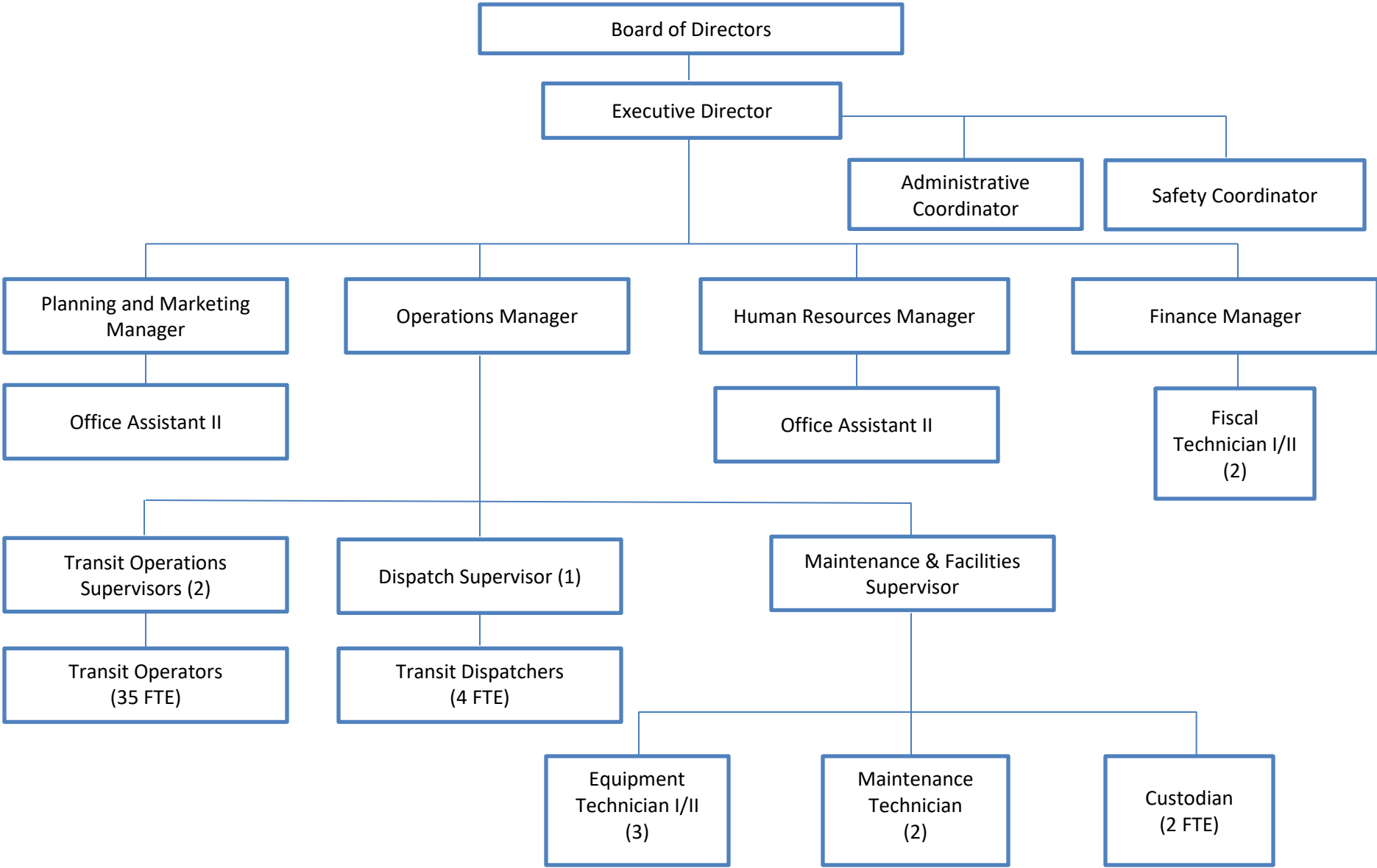
\_\_\_\_\_  
Megan Wilcher, Secretary to the Board

EL DORADO COUNTY TRANSIT AUTHORITY  
 PROPOSED PERSONNEL ALLOCATION TABLE  
 Fiscal Year (FY) 2024/25

Classification	Adopted FY 2023/24 (fte*)	Proposed FY 2024/25 (fte*)
Administrative Coordinator	1	1
Custodian	2	2
Dispatch Supervisor	1	1
Equipment Technician I/II	3	3
Executive Director	1	1
Finance Manager	1	1
Fiscal Technician I/II	2	2
Human Resources Manager	1	1
Information Technology Analyst	0	0
Maintenance and Facilities Supervisor	1	1
Maintenance Technician	2	2
Office Assistant I/II	2	2
Operations Manager	1	1
Planning and Marketing Manager	1	1
Transit Operations Supervisor	2	2
Safety Coordinator	1	1
Transit Dispatcher	3.5	4
Transit Operator	31	35
<b><i>TOTAL ALLOCATED POSITIONS</i></b>	<b><i>56.5</i></b>	<b><i>61</i></b>

\* fte = Full Time Equivalent

**EL DORADO COUNTY TRANSIT AUTHORITY  
PROPOSED ORGANIZATIONAL CHART  
FISCAL YEAR 2024/2025**



**EL DORADO COUNTY TRANSIT AUTHORITY  
PROPOSED FINAL OPERATING BUDGET 2023/2024**

OPERATING BUDGET		FY 2024/2025 Preliminary	FY 2024/2025 Final	
REVENUE ACCOUNTS		Adopted 04/04/24	Proposed 06/06/24	Difference
4000.00	Transportation Development Act (TDA/LTF)	\$4,130,858	\$4,130,858	\$0
4000.00	Transportation Development Act (TDA) Deferred	\$3,267,081	<b>\$3,268,414</b>	\$1,333
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$741,022	<b>\$761,477</b>	\$20,455
4100.05	Federal Transit Administration (FTA) Section 5311(f) Grant	\$0	\$0	\$0
4100.06	Federal Transit Administration (FTA) ARPA Act Section 5311 Grant	\$138,875	\$138,875	\$0
4107.03	Fair Shuttle AB2766 Grant	\$32,000	\$32,000	\$0
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant	\$0	\$0	\$0
4112.00	FTA Section 5307 Grant Income - Preventative Maintenance (PM)	\$0	\$0	\$0
4112.00	Federal Transit Administration (FTA) ARPA Act Section 5307 Grant	\$183,509	<b>\$189,221</b>	\$5,712
4270.01	State of Good Repair (SGR) Program	\$0	\$0	\$0
4300.00	Cash Fares	\$135,000	\$135,000	\$0
4310.00	Contract Services	\$177,000	\$177,000	\$0
4330.00	Commuter Route Fare Media	\$389,000	\$389,000	\$0
4350.00	Local Route Fare Media	\$44,000	\$44,000	\$0
4360.00	Paper Scrip	\$4,200	\$4,200	\$0
4370.00	CCJPA	\$185,000	\$185,000	\$0
4400.00	Advertising Revenue	\$36,000	\$36,000	\$0
4970.00	Interest Income	\$132,000	\$132,000	\$0
4990.00	Misc. Revenue	\$400	\$400	\$0
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$134,470	\$134,470	\$0
<b>TOTAL REVENUES</b>		<b>\$9,730,415</b>	<b>\$9,757,915</b>	\$27,500
<b>SALARY &amp; BENEFIT ACCOUNTS</b>				
5010.00	Regular Employees	\$3,466,705	\$3,466,705	\$0
5010.02	Temporary Employees	\$90,000	\$90,000	\$0
5010.07	Overtime	\$95,000	\$95,000	\$0
5010.08	On Call Pay	\$7,000	\$7,000	\$0
5010.09	CRDI and Shift Pay	\$20,000	\$20,000	\$0
5020.01	Employee Retirement	\$938,000	\$938,000	\$0
5020.02	Health Insurance	\$1,585,000	\$1,585,000	\$0
5020.03	Unemployment Insurance	\$10,000	\$10,000	\$0
5020.04	LT Disability/Life Ins	\$43,000	\$43,000	\$0
5020.05	Worker's Comp	\$203,000	<b>\$138,000</b>	-\$65,000
5070.01	OASDI - Payroll Tax - FICA	\$6,000	\$6,000	\$0
5070.02	MEDICARE - Payroll Tax	\$50,000	\$50,000	\$0
<b>TOTAL SALARY &amp; BENEFITS</b>		<b>\$6,513,705</b>	<b>\$6,448,705</b>	-\$65,000
<b>SERVICE &amp; SUPPLY ACCOUNTS</b>				
5030.00	Professional Services	\$350,000	\$350,000	\$0
5030.10	Employee Medical Exams	\$10,000	\$10,000	\$0
5030.30	Background Checks	\$3,000	\$3,000	\$0
5040.00	Vehicle Maintenance (In-House)	\$440,000	\$440,000	\$0
5040.01	Fuel Purchase	\$750,000	\$750,000	\$0
5040.02	Vehicle Maintenance/Tires & Tubes	\$135,000	\$135,000	\$0
5040.03	Vehicle Maintenance/Lubricants	\$47,000	\$47,000	\$0
5040.04	Vehicle Maintenance/Small Tools - Shop	\$5,000	\$5,000	\$0
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$45,000	\$45,000	\$0
5050.01	Communications - Phone	\$35,000	\$35,000	\$0
5050.02	Utilities	\$50,000	\$50,000	\$0
5050.03	Utilities/ Park & Rides	\$24,000	\$24,000	\$0
5060.01	Insurance Premiums/Public Liability	\$381,000	<b>\$408,000</b>	\$27,000
5060.02	Insurance Premiums/Physical Damage	\$26,000	\$26,000	\$0
5060.03	Insurance Premiums/Commercial	\$15,000	\$15,000	\$0
5060.04	Insurance Premium EPLI Package	\$28,000	<b>\$35,000</b>	\$7,000
5090.00	Operating Expense - Other	\$2,000	\$2,000	\$0
5090.01	Household Expenses	\$18,000	\$18,000	\$0
5090.02	Shop Clothing & Supplies	\$10,000	\$10,000	\$0
5090.05	Uniforms - Other	\$15,000	\$15,000	\$0
5090.06	Service Contracts/Equipment	\$200,000	\$200,000	\$0
5090.08	Pubs/Legal Notices	\$13,000	\$13,000	\$0
5090.20	Communications - Radio	\$500	\$500	\$0
5090.30	Staff Development/Travel	\$30,000	\$30,000	\$0
5090.40	Memberships	\$6,000	\$6,000	\$0
5090.50	Safety Equipment/Training	\$5,000	\$5,000	\$0
5090.70	Office Expense	\$15,000	\$15,000	\$0
5090.72	Bank Charges	\$1,500	\$1,500	\$0
5090.73	Credit Card Charge Fees	\$4,000	\$4,000	\$0
5090.74	Connect Card Administration Expenses	\$11,000	\$11,000	\$0
5090.75	Printing	\$10,000	\$10,000	\$0
5090.80	Postage	\$4,000	\$4,000	\$0
5120.00	Rents/Leases	\$12,000	\$12,000	\$0
5140.01	Equipment Purchase - Data Processing	\$1,000	\$1,000	\$0
5140.05	Equipment Purchase - Office	\$1,800	\$1,800	\$0
5150.00	Special Department Expense	\$1,500	\$1,500	\$0
5150.01	Marketing	\$10,000	\$10,000	\$0
5160.00	Maintenance/Other	\$2,000	\$2,000	\$0
5160.01	Maintenance/Buildings	\$15,000	\$15,000	\$0
5160.03	Maintenance/Equipment	\$4,000	\$4,000	\$0
5160.05	Maintenance/Grounds	\$6,500	<b>\$65,000</b>	\$58,500
5160.07	Park and Ride Maintenance	\$47,500	\$47,500	\$0
5160.09	Maintenance/Bus Stop	\$3,000	\$3,000	\$0
4108.03	Fair Shuttle AB2766 Grant	\$0	\$0	\$0
5008.01	MY RIDE - Mileage Expenses	\$140,000	\$140,000	\$0
6270.00	Contingency	\$283,410	\$283,410	\$0
<b>TOTAL SERVICES AND SUPPLIES</b>		<b>\$3,216,710</b>	<b>\$3,309,210</b>	\$92,500
<b>TOTAL OPERATING EXPENSES</b>		<b>\$9,730,415</b>	<b>\$9,757,915</b>	\$27,500





The El Dorado Transit, Transit Advisory Committee (TAC) met on May 22, 2024, and reviewed the presentation of the FY 2024/25 proposed Capital Improvement Plan and Budget to the Board.

## **DISCUSSION**

The El Dorado County Transit Authority Capital Improvement Plan, Fiscal Year 2024/25 recommends capital projects and identifies funding for maintenance facility projects, vehicle purchase, software and hardware upgrades, safety and security, and park and ride improvements. Staff recommends adoption of Resolution No. 24-17 finalizing the FY 2024/25 CIP and corresponding Capital Budget as presented.

As noted in the attached CIP five (5) changes have been made, highlighted in bold.

- Project 22-02, El Dorado Hills Park and Ride Improvements; updated to include partial Section 5307 funding sources.
- Project 22-03, Zero Emissions Vehicles, and Infrastructure; updated to include the FY 2023/24 Low Carbon Transit Operations Program (LCTOP).
- Project 22-05 Scheduling and Dispatching Software Replacement; includes increased funding from Federal Transit Administration (FTA) grants.
- Project 23-02 Bus Parking Lot Rehabilitation; updated to include FY 2024/25 State of Good Repair (SGR) funds.
- New Project 24-06 Scheduling Hardware; this project has been added to complement project 22-05.

## **FISCAL IMPACT**

The proposed Final FY 2024/25 Capital Budget as presented today reflects an overall budget of \$14,581,243.

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 24-17**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY  
TRANSIT AUTHORITY ADOPTING THE FINAL CAPITAL  
BUDGET FOR FISCAL YEAR 2024/25

**WHEREAS**, Section 11.1 of the Joint Powers Agreement (JPA) establishing the El Dorado County Transit Authority states, *“For each fiscal year, the Board shall adopt capital and operating budgets which are consistent with the requirements of the Regional Transportation Planning Agency, the California Transportation Development Act, the Federal Highway Act of 1973, and the Federal Transit Administration Act as amended from time to time, and all other funding and regulatory agencies involved in the execution of the purpose of EDCTA.”*; and

**WHEREAS**, Section 7.2 of the Bylaws further require, *“Final capital budget shall be adopted by the Board on or before July 15 of each year.”*; and

**WHEREAS**, the preliminary Fiscal Year 2024/25 capital budget was presented at public meeting on March 7, 2024: and

**WHEREAS**, the preliminary Fiscal Year 2024/25 capital budget was adopted at public meeting on April 4, 2024: and

**WHEREAS**, the proposed capital budget for Fiscal Year 2024/25 ending June 30, 2025, is based upon the current level of service; and

**WHEREAS**, the proposed Fiscal Year 2024/25 capital budget projected revenue is based on known levels of anticipated funding.

**NOW THEREFORE, BE IT RESOLVED**, the El Dorado County Transit Authority hereby adopts the final capital budget for Fiscal Year 2024/25 ending June 30, 2025, considered at the June 6, 2024, Board meeting.

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a regular meeting of said Board held on the 6th day of June 2024 by the following vote:

AYES:                      NOES:                      ABSTAIN:                      ABSENT:

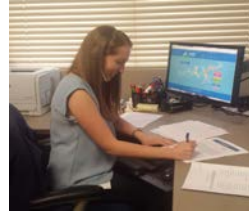
\_\_\_\_\_  
George Turnboo, Chairperson

ATTEST:

\_\_\_\_\_  
Megan Wilcher, Secretary to the Board



**EL DORADO TRANSIT**



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**Fiscal Year 2024/25**

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# **Capital Improvement Plan**

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**June 6, 2024**

**Prepared by: El Dorado County Transit Authority  
6565 Commerce Way  
Diamond Springs, CA 95619  
(530) 642-5383  
[www.eldoradotransit.com](http://www.eldoradotransit.com)**

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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22-04 (3) Bass Lake Park & Ride – Phase I .....	7
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## Maintenance Facility Swamp Cooler and Steam Cleaner 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 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>
Park and Ride Parking Lot Resurfacing	<u>\$2,800,000</u>
<i>Total Project Estimate</i>	<i>\$2,800,000</i>

### *FUNDING SOURCES*

<b>Section 5307 – Capital FY 2021</b>	<b>\$ 300,000</b>
<b>Section 5307 – Capital FY 2022</b>	<b>\$ 400,000</b>
<b>Section 5307 – Capital FY 2023</b>	<b>Pending</b>
<b>Transportation Development Act (TDA)</b>	<b><u>\$2,100,000</u></b>
<i>Total Revenue</i>	<i>\$2,800,000</i>

<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 (2)

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.

<i>COST SUMMARY (ESTIMATE)</i>	Adopted <u>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
Low Carbon Transit Operations Program (LCTOP) FY 2022/23	\$ 305,959
<b>Low Carbon Transit Operations Program (LCTOP) FY 2023/24</b>	<b>\$ 491,460</b>
Funding Pending	<u><b>\$6,963,843</b></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 period 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	<b>FY 2024 / 2025</b>

## **Scheduling and Dispatching Software Replacement**

Project No. 22-05 (3)

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	<b>\$230,000</b>
Contingency	<u>\$ 15,000</u>
<i>Total Project Cost</i>	<b><i>\$245,000</i></b>

### *FUNDING SOURCES*

Federal Transit Administration (FTA) Rural 5310 Grant	<b>\$120,000</b>
Federal Transit Administration (FTA) Urban 5310 Grant	<b>\$ 60,000</b>
Transportation Development Act	<u><b>\$ 65,000</b></u>
<i>Total Revenue</i>	<b><i>\$245,000</i></b>

<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	<b>\$810,000</b>
Contingency 10%	<b><u>\$ 81,436</u></b>
<i>Total Project Cost</i>	<b><u>\$891,436</u></b>

### *FUNDING SOURCES*

SB1 State of Good Repair Grant FY 22/23	\$285,297
SB1 State of Good Repair Grant FY 23/24	\$297,741
<b>SB1 State of Good Repair Grant FY 24/25</b>	<b><u>\$308,398</u></b>
<i>Total Revenue</i>	<b><u>\$891,436</u></b>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2022 / 2023	Active	FY 2025 / 2026

**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.

<i>COST SUMMARY (ESTIMATE)</i>	Adopted <u>Budget</u>
Passenger Security Surveillance & Lighting - Bus Stops	<u>\$300,000</u>
<i>Total Project Cost</i>	<u>\$300,000</u>

*FUNDING SOURCES*

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

<b>Adopted 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 operator’s 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>	<b>Proposed Budget</b>
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>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2023 / 2024	Active	FY 2025 / 2026

## 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

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



**Scheduling Hardware**

**Project No. 24-06**

**El Dorado Transit is currently updating its Demand Response Scheduling Software. During this process, management determined the best course of action was to replace the on-board tablets that are utilized by operators.**

<b><i>COST SUMMARY (ESTIMATE)</i></b>	<b><u>Proposed Budget</u></b>
Scheduling Hardware	\$25,000.00
Contingency	<u>\$ 5,000.00</u>
<i>Total Project Cost</i>	<i>\$30,000.00</i>

<b><i>FUNDING SOURCE</i></b>	
Transportation Development Act	<u>\$30,000.00</u>
<i>Total Revenue</i>	<i>\$30,000.00</i>

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

**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>	<u>\$40,000</u>

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

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

**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 2024 / 2025	Pending	FY 2024 / 2025

## 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)*

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

### *FUNDING SOURCES*

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

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

## El Dorado County Transit Authority

### Final 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 \$180,000	LCTOP \$1,316,157	SB1 / SGR \$891,436	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	<b>\$700,000</b>				\$0	
ACTIVE	22-03	Zero Emission Vehicles and Infrastructure	2026/27	\$8,280,000	\$0	\$3,800,000			<b>\$1,316,157</b>		\$3,163,843	
ACTIVE	22-04	Bass Lake Park & Ride - Phase I	2024/25	\$400,000	\$0	\$400,000					\$0	
ACTIVE	22-05	Scheduling and Dispatching Software Replacement	2024/25	<b>\$245,000</b>	\$0	<b>\$65,000</b>		\$180,000			\$0	
ACTIVE	23-02	Bus Parking Lot Rehabilitation	2025/26	<b>\$891,436</b>	\$134,076	\$0				<b>\$891,436</b>	\$0	
ACTIVE	24-02	Passenger Security Surveillance & Lighting	2025/26	\$300,000	\$300,000	\$300,000					\$0	
ACTIVE	24-04	Collision Avoidance System Upgrade	2025/26	\$358,050	\$358,040	\$358,040						
ACTIVE	24-05	Supervisor and Admin Staff Vehicle Replacement	2024/25	\$78,082	\$78,082	\$78,082						
ACTIVE	24-06	<b>Hardware for New Sceduling Software</b>	<b>2024/25</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>						
PENDING	25-01	Administration/Maintenance Facility Equipment	2024/25	\$40,000	\$40,000	\$40,000						
PENDING	25-02	Bus Stop Improvements, Maintenance and Repairs	2024/25	\$40,000	\$40,000	\$40,000						
PENDING	25-03	Cambridge Road Park and Ride Improvements	2025/26	\$950,000	\$950,000	\$950,000						
<b>Project Totals</b>					\$14,581,243	\$2,148,873	\$8,329,797	\$700,000	\$180,000	\$1,316,157	\$891,436	<b>\$3,163,843</b>
<b>Remaining Funds Available</b>							\$485,746	\$0	\$0	\$0	\$0	<b>-\$3,163,843</b>

\*Balance Per FY 2022/23 Audited Financials

Project Status: In Progress Funded Unfunded

AGENDA ITEM 2 C  
Action Item

**MEMORANDUM**

**DATE:** June 6, 2024  
**TO:** El Dorado County Transit Authority  
**FROM:** Maria Harris, Human Resources Manager  
**SUBJECT:** 2024 Compensation and Benefit Study Final Report

**REQUESTED ACTION:**

**BY MOTION,**

**Receive and file the Final Report of the Total Compensation and Benefit Study, El Dorado County Transit Authority, May 2024 prepared by Ralph Andersen & Associates**

**BACKGROUND**

To ensure fair and competitive compensation for our valued employees, El Dorado County Transit Authority (El Dorado Transit) regularly engages a reputable consulting firm to conduct thorough compensation analyses. These studies help staff assess how our wages and benefits compare against industry standards, ensuring we remain attractive to potential hires and retain our skilled workforce.

Following a competitive solicitation, El Dorado Transit selected Ralph Anderson & Associates to update our compensation strategies based on current market data. This commitment reflects our ongoing dedication to maintaining a financially responsible yet competitive pay and benefits package that meets the needs of both our employees and the agency. El Dorado Transit's last compensation and classification study was received by the Board in August 2022.

October 20, 2023 El Dorado Transit published a Request for Proposal for the study.

December 14, 2023 El Dorado Transit awarded the contract for services to Ralph Andersen & Associates for the study.

March 5, 2024 El Dorado Transit selected final comparator agencies in agreement with representatives of the Operating Engineers Local No. 3 bargaining unit.

## **DISCUSSION**

In the attached document, you will find the comprehensive report generated for El Dorado Transit. The primary objective was to examine the wages and benefits landscape of the job market and contrast it with what our agency currently offers.

Today, Doug Johnson from Ralph Anderson & Associates will be walking us through the findings of the Final Report of the Compensation and Benefits Study for El Dorado County Transit Authority, May 2024 for consideration.



# Final Report of the Compensation and Benefit Study

## El Dorado County Transit Authority



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## SECTION I PROJECT OVERVIEW

Ralph Andersen & Associates was retained by the El Dorado County Transit Authority to conduct a Compensation Study involving all Authority job classifications. This report presents the results of the study through the following sections:

- Section I – Project Overview
- Section II – Compensation Methodologies
- Section III – Compensation Survey Findings
- Section IV – Salary Range Recommendations and Implementation
- Appendices – Detailed recommendations and market data.

The methodologies described in this report are similar to those used for any public or private employer, with a customized approach to fit the location and nature of services of the El Dorado County Transit Authority.

### EFFECTIVE COMPENSATION PLANS

The Authority's compensation plan is one of the most important elements in its human resources system. Combining a sound compensation system with an effective classification system contributes to the overall effectiveness of an organization. In broad terms, the Authority's compensation plan should:

- Ensure that the Authority can attract and retain well-qualified employees by anchoring the compensation plan to the salary and benefit practices of comparable employers
- Provide a defensible and rational basis for compensating employees
- Allow flexibility and adaptability for making Authority compensation decisions based on changing market conditions
- Recognize the Authority's responsibility as a public agency in establishing a pay plan that is consistent with public practices.

Policy decisions resulting from the compensation study will ultimately balance the above goals with the Authority's ability to pay and other budget priorities.

### STUDY OBJECTIVES

Based on the identified needs of the Authority, this study was designed to achieve the following objectives:

- Select comparable employers to facilitate a custom market survey
- Collect and analyze salary and benefit data to understand market compensation trends
- Analyze the market data and document comparisons with the Authority's compensation plan
- Conduct an analysis of internal salary relationships including vertical (compaction) and horizontal pay relationships among similar jobs
- Develop salary range recommendations using market survey benchmarks and internal alignments.

The primary objective of the compensation survey and subsequent analysis is to identify compensation trends in the labor market and recommend adjustments to the Authority's salary ranges to best fit those trends.

## SECTION II COMPENSATION METHODOLOGIES

This section provides an overview of the methodologies that have been used to conduct the compensation analyses and develop specific recommendations. Specific methods and systems presented include:

- Why Market Surveys?
- Labor Market Survey Agencies
- Labor Market Position
- Market Data Collection Process
- Point of Comparison.

All methodologies used by *Ralph Andersen & Associates* are consistent with established professional standards and methodologies of compensation.

### WHY MARKET SURVEYS?

Compensation surveys are an effective tool for compensation professionals to utilize in assessing an employer's competitiveness with labor conditions and market practices. Survey data is necessary because labor markets are constantly changing in response to the availability of skills/experience and fluctuations in economic conditions. These changes can vary among regions and across industries and employer types. Thus, an effective survey will provide data that closely reflects market conditions that the employer is competing against. Survey data is important for the following reasons:

- Detailed data allows an employer to anticipate changing market conditions and understand what peer employers are doing with respect to compensation.
- Market data allows an employer to be deliberate in making compensation related decisions by reducing guesses or reliance on indexes that may not reflect real market conditions.
- Survey data can provide defensibility and transparency for employees and other stakeholders.

At a minimum, survey data can help an employer reduce undesired employee turnover and optimize the ability to hire employees when filling vacant positions. The use of labor market data is a common practice in both public and private employers.

### LABOR MARKET SURVEY AGENCIES

One of the most important policy components of a compensation plan is a definition of the labor market within which the Authority must compete. There are typically five important criteria utilized in identifying those employers that comprise an agency's labor market. They are:

- **Historical Practices** — Over time, an employer will develop some level of continuity regarding labor market comparables for the purposes of conducting compensation surveys. There may be a strong history of surveying a specific set of employers either by agreement or by practice. In some instances, survey agencies can be more formally defined by policy documents or memorandums of understanding. Survey agencies can be specifically identified, or they can be defined by characteristics such as size or proximity. Historical practices are an important consideration if for no other reason than deviating from historical practices typically requires sufficient reasoning.
- **Nature of Services Provided** — In order to ensure comparable jobs are found when conducting a market survey, it is important to utilize employers that provide similar services to the El Dorado County Transit

Authority. Employers who provide similar services are most likely to compete with one another for employees and may have similar organizational and operational characteristics. This factor typically eliminates the use of private sector employers since few comparable jobs exist within these types of employers. The optimal agencies to use in this survey include special districts, cities, and counties.

- **Geographic Proximity** — Geographic proximity of potential employers is one of the most important factors utilized in identifying an organization’s labor market. This factor is particularly useful because it identifies those employers that directly compete with the El Dorado County Transit Authority to recruit and retain personnel. If a sufficient number of comparable agencies exist within close proximity to the Authority, the defined geographic area may be confined to a reasonable commuting distance.
- **Employer Size** — As a rule, the more similar employers are in size and complexity, the greater the likelihood that comparable positions exist within both organizations. The size of the survey agencies can most easily be measured by expenditures and revenues and similar characteristics.
- **Economic Similarity** — Ideally, the selection of survey agencies should have a balance of economically similar agencies with a mix of equal, lower, and higher living and labor cost areas. For economic similarity, Ralph Andersen & Associates relies on indexes published by the Economic Research Institute (ERI). Using these indexes, Authority locations with an index higher than 100 are in a higher cost of living/labor cost area while cities below 100 are in a lower cost of living/labor area. While living costs can vary significantly, labor costs will generally be similar over a wide geographic region. Overall differences of less than five percent are not significant. Economic indexes are less relevant if the survey agencies are within reasonable commuting distance.

As a starting point, the consultants considered potential agencies identified through the above analysis including transit agencies within California with staffed bus operations. This resulted in a potential list of 24 agencies. This list was then analyzed to prioritize closer proximity agencies that were most similar in size. The result of this analysis essentially validates the ten survey agencies used in 2022 and are provided in the table below.

Survey Agency	Driving Distance	Total Revenues	Total Expenditures	ERI COL	ERI Wage
<b>El Dorado County Transit Authority</b>	<b>0</b>	<b>\$6.4 Mil</b>	<b>\$8.2 Mil</b>	<b>100.0</b>	<b>100.0</b>
Amador Transit	28	\$1.9 Mil	\$2.2 Mil	N/A	N/A
Placer County	29	\$10.5 Bil	\$10.5 Bil	96.3	100.1
Roseville	36	\$698.4 Mil	\$684.3 Mil	96.4	100.1
Sacramento Regional Transit System	42	\$231.3 Mil	\$258.3 Mil	103.1	100.2
Tahoe Transportation District	69	\$12.8 Mil	\$11.9 Mil	N/A	N/A
San Joaquin Regional Transit District	85	\$55.6 Mil	\$43.2 Mil	95.1	98.7
Mendocino Transit Authority	205	\$7.4 Mil	\$7.0 Mil	89.3	92.5
Monterey-Salinas Transit District	227	\$64.3 Mil	\$49.7 Mil	125.0	104.0
Golden Empire Transit District	315	\$34.0 Mil	\$41.8 Mil	94.0	98.1
Gold Coast Transit District	435	\$36.5 Mil	\$34.2 Mil	113.1	99.6

Distance - Google Maps

Cost of Living/Wage Index - Economic Research Institute; Jan 2024

Revenues/Expenditures - CA State Controller; 2022

While revenues and expenditures are shown for Placer County and the city of Roseville, these figures are not comparable in that they incorporate much broader services than transit operations. For the special districts listed in the table, all but one of these agencies are larger than the Authority. When relative cost of living is compared, the survey agencies are relatively balanced with two agencies having similar living costs, three having higher costs, and three having lower costs (ERI cost of living indexes are not available for two locations). Differences in the relative wage index are insignificant for most agencies.

## MARKET DATA COLLECTION PROCESS

To ensure reliability and completeness, survey data was collected according to a structured methodology. In conducting the compensation survey, the following specific steps were taken:

- Survey employers were contacted to confirm participation and to request background information including current salary schedules, job descriptions, benefit information, position control documents, and organizational charts
- Source documents were analyzed for each survey agency in order to determine comparability issues and obtain salary/benefit data
- Follow-up discussions were conducted by e-mail and telephone to verify and clarify the data to ensure accuracy and comparability
- Further research and review of issues was completed based on comments and questions from Authority representatives.

Throughout the data collection process, careful efforts were made to document the full range of duties and requirements of all job classes as compared to the Authority's corresponding survey jobs.

When conducting labor market surveys, one of the most important objectives is to ensure that the labor market data is sufficiently comparable to Authority jobs while also serving as a strong indicator of market trends. Since the purpose of the labor market analysis is to identify general wage trends with other agencies, broad comparability guidelines are used when collecting data. If the comparability guidelines are too narrow, then insufficient market data will be found.

Common comparability criteria include similar core functional duties, education/skill requirements, certifications, level of duties, resource responsibility, and scope of supervisory and management duties. It is not as critical for all job duties to be the same or for the number of employees in those jobs to be the same. Furthermore, it is not essential that comparable market jobs use the same equipment, have the same workload, or work in an identical facility. While *Ralph Andersen & Associates* has been careful not to include outlier job comparisons, there will be some variability in the job matches. In some instances, a comparable market job may exceed the responsibilities and duties of the Authority's job and in other cases, the market job may perform duties at a slightly lower level. Overall, the market comparabilities are intended to provide a balanced indication of market trends (matches that are a mix of higher, lower, similar roles and responsibilities).

The survey data contains job matches that are sufficiently comparable based on the professional judgment of *Ralph Andersen & Associates*. Wherever possible, job matches are supported by documentation received from the survey agencies. While job descriptions served as a starting point for all comparability assessments, they were not the sole source of information used to establish job matches. Job descriptions can be unreliable (particularly if they are outdated), not every agency has the same level of detail in their job descriptions, and many agencies may not have the same philosophy in establishing minimum qualifications.

The term "No Comparable Class" has been used to indicate instances where 1) a job does not exist within the survey agency, 2) the level of responsibilities/duties are not sufficiently comparable, or 3) the comparable job duties are spread among several job classifications, none of which are an adequate job match to the survey job.

## SURVEY JOB CLASSIFICATIONS & MARKET BENCHMARKS

The compensation survey was initiated by surveying 17 job titles. The data was then refined into 15 benchmark jobs that have been used to update the Authority's compensation plan. These benchmarks represent the best data in the survey as well as necessary data points to cover every major job family in the Authority's classification

plan. This ensures that market data can be used to anchor the Authority's compensation plan to the labor market and also gives flexibility to evaluate and/or maintain important internal relationships between Authority job classifications. This is discussed more in Section IV of this report.

#### POINT OF COMPARISON

When comparing Authority salaries with market agencies, it is important to establish a consistent point of comparison. Since all the survey agencies used in the market study utilize a variety of pay range structures, a critical review was needed to find the best salary range reference point. In all instances, the range maximum (excluding narrowly used performance maximums) has been used as the primary comparison point. This essentially serves as the range control point since employees will progress through the salary range to the range maximum over a relatively short period of time. Salary range comparisons do not include additional performance-based portions of the pay range nor do they include longevity payments (these are included in the benefits analysis).

## SECTION III COMPENSATION FINDINGS

This section of the report documents the key findings and observations resulting from the consultant’s compensation survey and data analyses. The focus of the compensation analysis is to identify significant differences in the pay practices of the Authority as compared to the survey agencies.

### LABOR MARKET POSITION

Depending on the policy objectives as well as recruitment and retention needs, most public agencies will establish a market position between around median (50<sup>th</sup> percentile). Establishing a labor market position will primarily be driven by an organization’s recruitment and retention objectives. Anchoring a pay plan to a the median places the Authority at the middle of the labor market which will meet reasonable recruitment and retention standards.

Important elements to consider when deciding on a market position include the following:

- Historical practices
- Recruitment and retention/turnover objectives to ensure optimal and efficient service delivery
- The Authority’s ability to sustain and pay for compensation and benefits
- Priority of compensation versus other expenditures
- Comparability of the survey agencies (size, cost of living differences, etc.)
- The mix of salary and benefits in providing a total compensation package for employees.

The recommendations contained in this report anchor the Authority’s compensation plan to the labor market median (50<sup>th</sup> percentile).

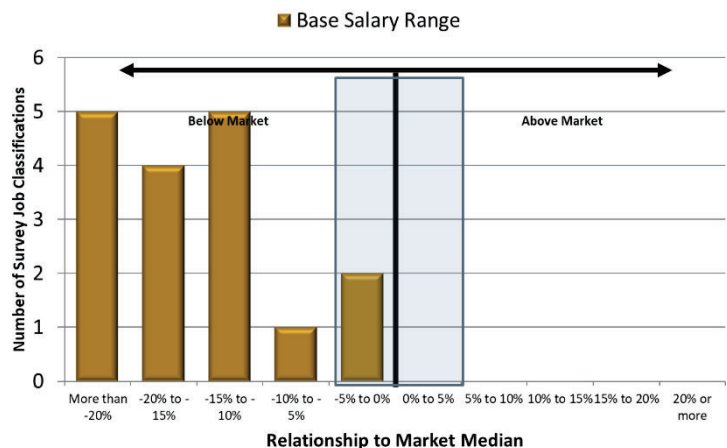
### BASE SALARY SURVEY RESULTS

As a starting point, the consultants analyzed base salary ranges (excluding benefits) between the Authority and the survey agencies. Survey agency data is captured by referencing the statistical median of the survey sample in order to identify market trends. A summary of the salary survey is shown in the following graph for the 28 benchmark job classifications. The graphs show the 28 survey jobs and their percentage market deviation to the median in 5% increments.

As shown in the graph:

- 5 jobs are more than 20% below median
- 4 jobs are 15% to 20% below median
- 5 jobs are 10% to 15% below median
- 1 job is 5% to 10% below median
- 2 jobs are within 5% of median
- No jobs are above median

The graph shows just the base salary range using a range maximum to range maximum comparison to the survey agencies. While base salary is the major component of total employee compensation, it is also important to include and analyze the impact of benefits. This is provided later in this report.



The following table provides a detailed summary of the market survey for the 17 survey jobs (see Appendix A for data sheets) and includes:

- The job title surveyed
- The Authority’s current salary range maximum
- The number of observations (matches), not including Authority data
- The median of comparable range maximums for comparable jobs
- The percentage deviation between the Authority’s current salary range maximum and the median of market range maximums (negative numbers show a position below the median and positive numbers show a position above the statistic)
- The percentile rank of the survey job compared to the market comparables.

Class Title	Range Max	# of Obs.	Market Median	% +/- Median	Market Mean	% +/- Mean	Percentile
Administrative Coordinator	5,756	9	6,928	-20.4%	6,816	-18.4%	17
Custodian	3,782	10	4,469	-18.2%	4,395	-16.2%	7
Dispatch Supervisor	5,087	6	7,474	-46.9%	7,695	-51.3%	0
Equipment Technician II	5,900	10	6,752	-14.4%	6,470	-9.7%	25
Executive Director	13,660	8	19,481	-42.6%	19,143	-40.1%	25
Finance Manager	9,667	9	11,128	-15.1%	11,815	-22.2%	10
Fiscal Technician II	5,346	9	5,518	-3.2%	5,677	-6.2%	36
Human Resources Manager	9,202	9	12,584	-36.8%	12,202	-32.6%	2
Maintenance And Facilities Supervisor	7,188	9	8,396	-16.8%	8,731	-21.5%	0
Maintenance Technician	4,843	8	5,738	-18.5%	5,844	-20.7%	5
Office Assistant II	4,176	10	4,618	-10.6%	4,562	-9.3%	10
Operations Manager	10,157	10	10,924	-7.5%	10,982	-8.1%	37
Planning & Marketing Manager	8,336	3	10,033	-20.4%	11,572	-38.8%	0
Safety Coordinator	7,552	7	8,333	-10.3%	8,229	-9.0%	20
Transit Dispatcher	4,387	8	4,483	-2.2%	4,715	-7.5%	40
Transit Operations Supervisor	6,353	10	7,292	-14.8%	7,688	-21.0%	14
Transit Operator	4,678	9	5,265	-12.6%	5,145	-10.0%	22
<b>Average</b>		<b>8</b>		<b>-18.3%</b>		<b>-20.1%</b>	<b>16</b>

Detailed base salary data sheets are provided in Appendix A.

#### TOTAL COMPENSATION ANALYSIS (BENEFITS)

The purpose of the labor market total compensation analysis is to determine whether the Authority’s benefits significantly improve or worsen the Authority’s market position. This is determined by analyzing the market relationship of base salary comparisons and then adding benefit categories to determine changes in market position.

The total compensation survey included common benefits available to all employees and focused on the employer cost of these benefits. The benefits utilized as part of the total compensation analysis included:

- Cash benefits paid by the employer
  - Longevity pay (pay for years of experience beyond the normal salary range progression)
  - Deferred compensation (employer paid contributions including matching contributions)
  - Other cash contributions (typically flex benefits)
  - Specialty benefits such as education incentive and uniform allowance



- Pension contributions (classic tier) made by the employer on behalf of the employee (EPMC) which reduces the defined employee contribution
- Pension contributions (classic tier) made by the employee towards the employer rate beyond the defined employee rate (this is a net reduction in pay and is shown as a negative value)
- Insurance benefits paid by the employer
  - Medical, the maximum EE+2 (family) contribution made by the employer excluding rarely used plans
  - Dental, the maximum EE+2 (family) contribution made by the employer
  - Vision, the maximum premium contribution or annual reimbursement for vision benefits.
- Retirement benefits paid by the employer
  - The employer retirement contribution including both normal cost and unfunded liabilities

While classic tier retirement contributions have been analyzed, their importance in a total compensation analysis is limited due to the following:

- Retirement benefit comparisons are based on comparisons of the classic retirement tier available to new employees who qualify (retirement tiers in effect as of December 2012); it is not appropriate to compare the cost and benefits of closed tiers that are not available to new employees.
- Most of the retirement costs incurred by the Authority (and the survey agencies) are based on Unfunded Actuarial Liabilities (UAL) and actuarial demographics of which the Authority has little control.
- Many Authority employees are in the PEPRA tier which generally incur the same costs and benefits for the Authority and the survey agencies (thus, no significant differences will be measured if included in the total compensation analysis).

Using the above categories, the total compensation analysis started with a macro-level analysis to determine if the Authority's benefits have a significant impact on its labor market position. This analysis is conducted by utilizing three snapshots of data: 1) base salary, 2) base salary plus cash benefits, and 3) base salary plus cash benefits plus insurance benefits. The results of this analysis are the following:

- The average labor median market position when base salary ranges are compared is 18.0% below median. For purposes of the total compensation analysis, it is not important what this number is as much as how this relative market position shifts as benefits are introduced into the analysis.
- When cash benefits are cumulatively added to base salary, the Authority's market position shifts to 11.0% below market median (a gain of 7.0% in market position). This is due to the Authority's longevity benefits which only exists in half the survey agencies.
- When insurance benefits are cumulatively added to base salary and cash benefits, the Authority's market position for non-sworn jobs shifts to 0.3% below market median (a 10.7% gain in market position). This is a result of higher Authority insurance contributions compared to the market. On average, the Authority's maximum insurance contribution is almost \$1,000 higher per month than the market average. It should be noted that the analysis of insurance benefits did not consider qualitative differences in deductibles, co-pays, or other employee costs. Generally, differences in employer contributions will either reflect differences in these qualitative factors, or more commonly, differences in the employee's share of total premium costs. However, given that the Authority has fewer than 100 employees, the rate setting for insurance benefits may be different compared to larger employers.
- When employer retirement costs are cumulatively added to base salary, cash benefits, and insurance benefits, the Authority's market position shifts to 6.1% below market median (a loss of 5.8% in market position). This is due to a lower required employer retirement contribution rate for classic members compared to the survey agencies. This difference is likely due to demographic differences in tiers since the Authority's benefit formula of 2@55 is similar to most agencies.

Overall, the Authority gains 17.7% in market position when only cash and insurance benefits are considered. The Authority gains 12.0% in market position when all benefit categories, including employer retirement, are considered. This is a significant change and confirms that the Authority’s benefits are generally better than the survey agencies.

The following table provides a detailed summary of the market survey for the 17 survey jobs where sufficient job matches were available (see Appendix B for data sheets) and includes:

- The job title surveyed
- The number of observations (matches), not including Authority data
- The percentage relationship of the median using base salary range maximums
- The percentage relationship of the median using base salary + cash benefit comparisons
- The percentage relationship of the median using base salary + cash benefit + insurance benefit comparisons

Class Title	# of Obs.	Base	Base + Cash	Base + Cash + Insurance	Total Comp (Cash + Ins. + Ret.)
Administrative Coordinator	9	-20.4%	-23.4%	-0.7%	-10.6%
Custodian	10	-18.2%	-14.1%	6.0%	-0.2%
Dispatch Supervisor	6	-46.9%	-43.4%	-9.2%	-16.2%
Equipment Technician II	10	-14.4%	-8.2%	4.5%	0.9%
Executive Director	8	-42.6%	-38.7%	-26.3%	-29.1%
Finance Manager	9	-15.1%	-0.8%	1.1%	-3.9%
Fiscal Technician II	9	-3.2%	3.3%	8.2%	1.2%
Human Resources Manager	9	-36.8%	-20.0%	-12.8%	-25.0%
Maintenance And Facilities Supervisor	9	-16.8%	-9.0%	-3.1%	-6.4%
Maintenance Technician	8	-18.5%	-11.6%	0.1%	-6.4%
Office Assistant II	10	-10.6%	-2.3%	6.4%	-0.6%
Operations Manager	10	-7.5%	3.3%	10.1%	0.0%
Planning & Marketing Manager	3	-20.4%	-4.4%	-2.7%	-7.2%
Safety Coordinator	7	-10.3%	-2.6%	0.8%	-2.7%
Transit Dispatcher	8	-2.2%	3.7%	11.5%	8.2%
Transit Operations Supervisor	10	-14.8%	-12.7%	5.6%	-2.1%
Transit Operator	7	-7.7%	-5.4%	-4.4%	-2.9%
<b>Average</b>		<b>-18.0%</b>	<b>-11.0%</b>	<b>-0.3%</b>	<b>-6.1%</b>

#### SURVEY FINDINGS SUMMARY

The survey findings indicate that the Authority’s compensation plan (when base salary and benefits are compared) is below the median of the labor market, on average. Detailed total compensation data sheets are provided in Appendix B.

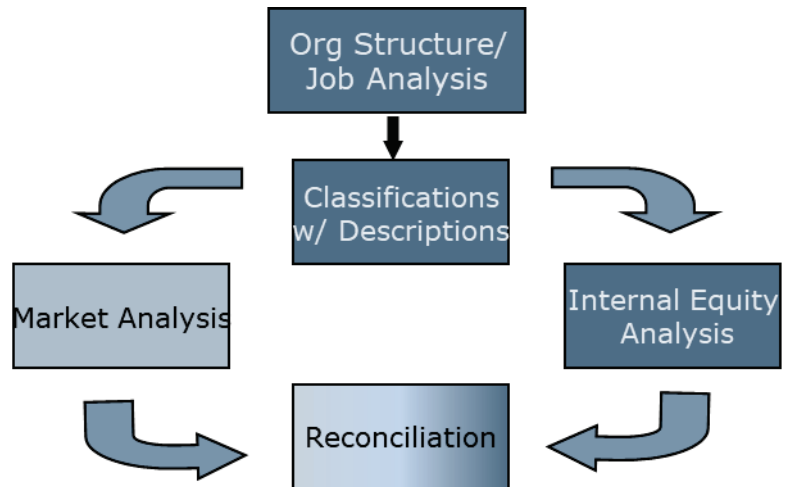
Every reasonable effort has been made to obtain accurate salary and benefit data from the participating survey agencies using source documents and information provided by each agency’s human resources department.

**Note: The compensation survey represents data collected in April of 2024 and does NOT include market increases or benefit changes that may have occurred since that time or future changes for the 2024-25 fiscal year. Any adjustments made using this data only applies to the 2023-24 fiscal year.**

## SECTION IV SALARY RANGE RECOMMENDATIONS

This section of the Compensation Report utilizes the results of the market survey to build a new compensation plan for the Authority's job classifications. Our analysis and recommendations provide salary range adjustments based on a combination of the market survey and a detailed analysis of internal salary relationships (with knowledge garnered from the classification study). As shown in the graphic below, compensation plans are developed using a balance of market data and internal relationships to best position the Authority in the market for recruitment and retention purposes while capturing the Authority's unique classification structure.

As a starting point, salary range recommendations are developed by analyzing the salary survey data to determine benchmark job classifications. Benchmark job classifications are jobs that anchor the Authority's compensation plan to the labor market. Initial analyses of the labor market data and development of the compensation plan will typically start with more benchmarks than those ultimately used in salary range recommendations developed for this report. The process for selecting benchmark survey data includes the following factors:



- Only the best, most statistically sound, and abundant survey data is considered for benchmarking. Small sample sizes, data samples with significant skewing or variability, and data samples that have an unbalanced sampling of the survey agencies will not be considered.
- Authority job classifications with a large number of incumbents are ideal benchmarks, as long as the survey data is statistically sound.
- As shown in the graphic above, compensation plans involve a balancing of external market data with internal salary/equity relationships within the Authority. It is not necessary to obtain market data to establish salary ranges for all Authority job classifications.

In some instances, the unique job duties and organization structures of Authority job classifications may not be comparable to any jobs in the seven survey agencies. As described below, there are analytical determinations that can be made to "slot" non-benchmark jobs into the Authority's salary plan by using internal relationships with other classifications.

Salary ranges for non-benchmark job have been determined using internal relationship guidelines based on an assessment of similarities and differences in job role, responsibility, autonomy, and qualifications within job classification series and related job families (accounting, information technology, field operations, etc.). Based on our analysis of differences in compensable factors, internal relationship ties are established in 5% increments. In most cases, these increments align with current differentials between job classifications. In addition to the above guidelines, additional consideration is given to historical pay relationships.

Once the initial salary range recommendations are developed, horizontal equity relationships are analyzed within related job families. This process does not distort or ignore valid market relationships, but captures and maintains important equity relationships within the organization. This will typically align with current pay practices.

Appendix C contains recommended salary range adjustments for each Authority job classification using the market median market options (base salary, total comp deviation). The salary ranges have been developed using the benchmarking and internal relationship process described previously. Appendix C contains the following:

- Recommended job classification from the classification study
- Current job classification
- Current monthly salary range maximum
- The market deviation to the desired market position (median) for benchmark jobs (shown as a +/- percentage)
- The recommended monthly salary range maximum
- The percent change between the recommended range maximum and the current range maximum
- The recommended internal alignment/salary setting rationale.

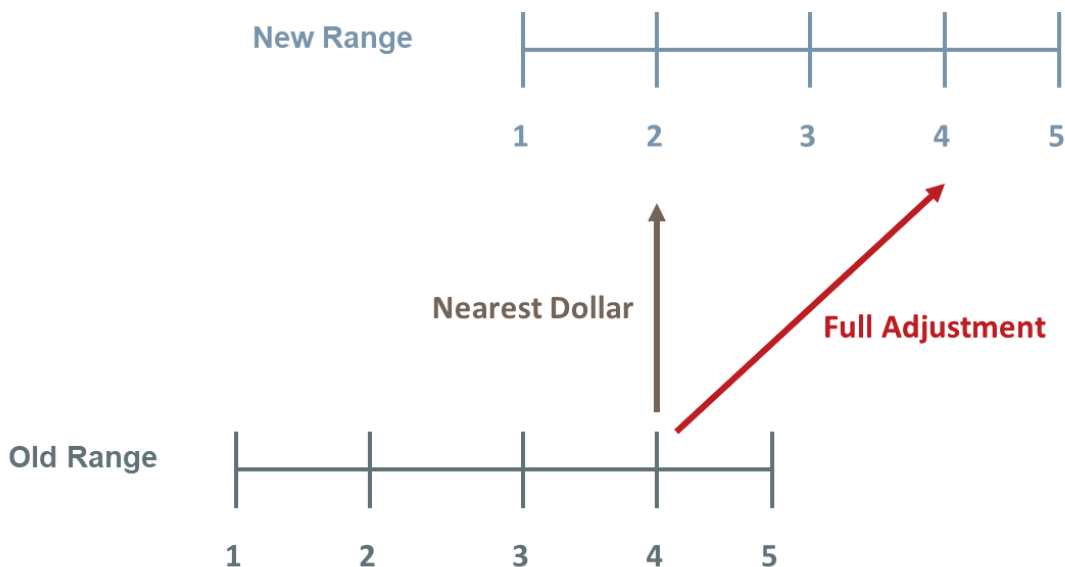
The internal alignment/salary setting rationale identifies benchmark job classifications, equity relationships (same as another job class), and internal relationship differentials (expressed in 5% increments). This column contains the building blocks for the proposed salary ranges.

The market deviation used to develop the salary range recommendations is based on a comparison of base salary as shown in the summary table presented earlier in this report.

The salary range recommendations provided in Appendix C are salary **range** adjustments and are not meant to indicate proposed salary adjustments for individual employees. Salary adjustments for employees (timing and magnitude) would be based on the implementation strategy determined by the Authority.

#### IMPLEMENTATION

Implementation of salary range adjustments based on the market survey results are typically completed through equity adjustments outside of normal annual cost-of-living adjustments (COLA). Appendix C provides the equity adjustments for each Authority job classification. These adjustments would be made to each salary range, however, employee salaries would typically not be adjusted the same amount. While one option for implementation would preserve employee step placement in their salary range, most agencies will implement salary range adjustments by adjusting the salary range and then placing employee salaries into the nearest equal to or higher range step. This is shown graphically below.



APPENDIX A  
SURVEY DATASHEETS – BASE SALARY

**El Dorado County Transit Authority  
Draft Labor Market Summary**

Class Title	Range Max	# of Obs.	Market Median	% +/- Median	Market Mean	% +/- Mean	Percentile
Administrative Coordinator	5,756	9	6,928	-20.4%	6,816	-18.4%	17
Custodian	3,782	10	4,469	-18.2%	4,395	-16.2%	7
Dispatch Supervisor	5,087	6	7,474	-46.9%	7,695	-51.3%	0
Equipment Technician II	5,900	10	6,752	-14.4%	6,470	-9.7%	25
Executive Director	13,660	8	19,481	-42.6%	19,143	-40.1%	25
Finance Manager	9,667	9	11,128	-15.1%	11,815	-22.2%	10
Fiscal Technician II	5,346	9	5,518	-3.2%	5,677	-6.2%	36
Human Resources Manager	9,202	9	12,584	-36.8%	12,202	-32.6%	2
Maintenance And Facilities Supervisor	7,188	9	8,396	-16.8%	8,731	-21.5%	0
Maintenance Technician	4,843	8	5,738	-18.5%	5,844	-20.7%	5
Office Assistant II	4,176	10	4,618	-10.6%	4,562	-9.3%	10
Operations Manager	10,157	10	10,924	-7.5%	10,982	-8.1%	37
Planning & Marketing Manager	8,336	3	10,033	-20.4%	11,572	-38.8%	0
Safety Coordinator	7,552	7	8,333	-10.3%	8,229	-9.0%	20
Transit Dispatcher	4,387	8	4,483	-2.2%	4,715	-7.5%	40
Transit Operations Supervisor	6,353	10	7,292	-14.8%	7,688	-21.0%	14
Transit Operator	4,678	9	5,265	-12.6%	5,145	-10.0%	22
<b>Average</b>		<b>8</b>		<b>-18.3%</b>		<b>-20.1%</b>	<b>16</b>

**EXPLANATION OF SURVEY DATA SHEETS**

<b>Survey Class</b>	Title of the survey classification.
<b>Agency</b>	Name of survey agency from which compensation data was collected.
<b>Comparable Class Title</b>	Comparable title of matching class in each survey agency. The phrase "No Comparable Class" is used when a survey agency does not have the job or if there is a significant difference in qualifications or scope of duties.
<b>Monthly Minimum</b>	This is the monthly starting salary for positions in the class.
<b>Monthly Control Point or Maximum</b>	This is the monthly top step or range maximum for those agencies that use the range maximum as the control point. Control point salaries are used if the agency's range structure utilizes a mid-point or similar reference point. By definition, the range control point is that point in the salary range that most employees attain through tenure, assuming satisfactory performance. The control point is also used as the market "anchoring point" of the salary range. Range maximums do not include longevity, merit, or performance based pay.
<b>Authority Rank</b>	This is the range relative to the market with 1 being the highest salary in the market.
<b>Coefficient of Variance</b>	This is a statistical measure of variability and reliability. If this number is above 30%, the data may not be reliable.
<b>Number of Obs.</b>	The total number of data observations (not including the Authority's salary). If this number is less than six, insufficient data is available for statistical analysis.
<b>Mean</b>	This is the average of the survey data. This statistic is subject to data skewing by data anomalies and is not as reliable as the median.
<b>Median</b>	This statistic represents the middle of the labor market. As such, half of the data is above the median and half is below the median.
<b>Percentiles</b>	This measurement is similar to the median except a different percentage of data is above a specific point in the ranking and the balance of data is below this point (i.e., for the 75th percentile, 25% of the data is above this point and 75% is below). The percentiles are calculated using an Excel spreadsheet function. Since there are different methods for computing percentiles, the function methodology used by Excel may not be the same as other spreadsheet programs or manual calculation methods.
<b>Percent Above/Below</b>	This percentage represents the difference between the market statistic to the left of the percentage and the Authority's salary. Specifically, it is the percentage increase/decrease needed to move the Authority's salary to the market. For convenience, below market relations are shown as negative values and above market relations are shown as positive values. The following formula is used to calculate $\frac{(\text{Authority's Salary} - \text{Market})}{\text{Authority's Salary}}$ It is important that the Authority's salary be in the denominator of any percentage formula.
<b>Percentile Rank</b>	This is the percentile that corresponds to the Authority's salary if it is placed into the market data.

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Administrative Coordinator**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
San Joaquin Regional Transit District	Executive & Board Support Specialist II	\$ 5,849	\$ 7,896	35.0%
Tahoe Transportation District	Executive Assistant/Clerk of the Board	\$ 5,820	\$ 7,659	31.6%
Roseville	Executive Assistant	\$ 5,687	\$ 7,621	34.0%
Gold Coast Transit District	Office Coordinator/Executive Assistant	\$ 5,104	\$ 7,148	40.0%
Monterey-Salinas Transit District	Executive Assistant/Clerk to the Board	\$ 4,948	\$ 6,928	40.0%
Mendocino Transit Authority	Executive Assistant	\$ 5,411	\$ 6,907	27.6%
Sacramento Regional Transit System	Administrative Assistant II	\$ 4,568	\$ 6,395	40.0%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Administrative Coordinator</i></b>	<b><i>\$ 4,295</i></b>	<b><i>\$ 5,756</i></b>	<b><i>34.0%</i></b>
Placer County	Administrative Assistant	\$ 4,333	\$ 5,415	25.0%
Golden Empire Transit District	Executive Assistant	\$ 3,640	\$ 5,373	47.6%
Amador Transit	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>8/10</b>		
<b>Coefficient of Variance</b>		<b>14%</b>	<b>Market Value</b>	<b>Percent +/-</b>
<b>Number of Observations</b>		<b>9</b>		
<b>Labor Market Mean</b>			<b>\$ 6,816</b>	<b>-18.41%</b>
<b>Labor Market Median</b>			<b>\$ 6,928</b>	<b>-20.36%</b>
<b>25th Percentile</b>			<b>\$ 6,395</b>	<b>-11.10%</b>
<b>75th Percentile</b>			<b>\$ 7,621</b>	<b>-32.40%</b>
<b>Percentile Rank</b>			<b>17</b>	



**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Custodian**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Monterey-Salinas Transit District	Facilities Technician I	\$ 4,413	\$ 5,356	21.4%
Roseville	Custodian	\$ 3,352	\$ 4,716	40.7%
Gold Coast Transit District	Service Worker II	\$ 3,553	\$ 4,625	30.1%
San Joaquin Regional Transit District	Utility Worker	\$ 4,120	\$ 4,578	11.1%
Golden Empire Transit District	Service B	\$ 3,865	\$ 4,559	17.9%
Mendocino Transit Authority	Cleaner	\$ 3,113	\$ 4,380	40.7%
Placer County	Custodian II	\$ 3,482	\$ 4,354	25.0%
Tahoe Transportation District	Facilities Maintenance Technician II		\$ 4,056	
Sacramento Regional Transit System	Facilities Service Worker	\$ 3,205	\$ 4,006	25.0%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Custodian</i></b>	<b><i>\$ 2,822</i></b>	<b><i>\$ 3,782</i></b>	<b><i>34.0%</i></b>
Amador Transit	Facilities Maintenance		\$ 3,319	
<b>El Dorado County Transit Authority Rank</b>		<b>10/11</b>	<b>Market Value</b>	<b>Percent +/-</b>
<b>Coefficient of Variance</b>		<b>12%</b>		
<b>Number of Observations</b>		<b>10</b>		
<b>Labor Market Mean</b>			<b>\$ 4,395</b>	<b>-16.20%</b>
<b>Labor Market Median</b>			<b>\$ 4,469</b>	<b>-18.18%</b>
<b>25th Percentile</b>			<b>\$ 4,131</b>	<b>-9.21%</b>
<b>75th Percentile</b>			<b>\$ 4,613</b>	<b>-21.97%</b>
<b>Percentile Rank</b>			<b>7</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Dispatch Supervisor**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Sacramento Regional Transit System	Transportation Supervisor	\$ 7,238	\$ 10,135	40.0%
Monterey-Salinas Transit District	Communications Systems Supervisor	\$ 5,882	\$ 8,235	40.0%
Tahoe Transportation District	Operations Supervisor	\$ 5,966	\$ 7,851	31.6%
Mendocino Transit Authority	Operations Supervisor	\$ 4,831	\$ 7,098	46.9%
Golden Empire Transit District	Dispatch Supervisor	\$ 5,547	\$ 6,587	18.8%
Placer County	Transportation Supervisor	\$ 5,016	\$ 6,268	25.0%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Dispatch Supervisor</i></b>	<b><i>\$ 3,796</i></b>	<b><i>\$ 5,087</i></b>	<b><i>34.0%</i></b>
Amador Transit	No Comparable Class			
Gold Coast Transit District	No Comparable Class			
Roseville	No Comparable Class			
San Joaquin Regional Transit District	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>7/7</b>		
<b>Coefficient of Variance</b>		<b>18%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>6</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 7,695</b>	<b>-51.28%</b>
<b>Labor Market Median</b>			<b>\$ 7,474</b>	<b>-46.93%</b>
<b>25th Percentile</b>			<b>\$ 6,715</b>	<b>-31.99%</b>
<b>75th Percentile</b>			<b>\$ 8,139</b>	<b>-59.99%</b>
<b>Percentile Rank</b>			<b>0</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Equipment Technician II**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Monterey-Salinas Transit District	Mechanic B	\$ 6,382	\$ 7,743	21.3%
Roseville	Mechanic II	\$ 5,223	\$ 7,349	40.7%
Mendocino Transit Authority	Mechanic	\$ 5,382	\$ 6,866	27.6%
Golden Empire Transit District	Mechanic B	\$ 6,119	\$ 6,812	11.3%
Sacramento Regional Transit System	Mechanic A	\$ 5,403	\$ 6,753	25.0%
Placer County	Master Automotive Mechanic	\$ 5,406	\$ 6,751	24.9%
Gold Coast Transit District	Mechanic II	\$ 5,028	\$ 6,420	27.7%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Equipment Technician II</i></b>	<b><i>\$ 4,403</i></b>	<b><i>\$ 5,900</i></b>	<b><i>34.0%</i></b>
Amador Transit	Mechanic	\$ 4,063	\$ 5,210	28.2%
San Joaquin Regional Transit District	Mechanic B		\$ 5,704	
Tahoe Transportation District	Maintenance Technician (Mechanic B)		\$ 5,096	
<b>El Dorado County Transit Authority Rank</b>		<b>8/11</b>		
<b>Coefficient of Variance</b>		<b>14%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>10</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 6,470</b>	<b>-9.67%</b>
<b>Labor Market Median</b>			<b>\$ 6,752</b>	<b>-14.44%</b>
<b>25th Percentile</b>			<b>\$ 5,883</b>	<b>0.28%</b>
<b>75th Percentile</b>			<b>\$ 6,852</b>	<b>-16.14%</b>
<b>Percentile Rank</b>			<b>25</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Executive Director**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Sacramento Regional Transit System	General Manager		\$ 34,298	
San Joaquin Regional Transit District	Chief Executive Officer		\$ 23,433	
Monterey-Salinas Transit District	General Manager		\$ 22,500	
Golden Empire Transit District	Chief Executive Officer		\$ 20,104	
Gold Coast Transit District	General Manager	\$ 13,462	\$ 18,858	40.1%
Tahoe Transportation District	District Manager	\$ 11,061	\$ 14,555	31.6%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Executive Director</i></b>	<b><i>\$ 10,194</i></b>	<b><i>\$ 13,660</i></b>	<b><i>34.0%</i></b>
Mendocino Transit Authority	Executive Director	\$ 8,746	\$ 11,163	27.6%
Amador Transit	General Manager		\$ 8,234	
Placer County	No Comparable Class			
Roseville	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>7/9</b>		
<b>Coefficient of Variance</b>		<b>43%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>8</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 19,143</b>	<b>-40.14%</b>
<b>Labor Market Median</b>			<b>\$ 19,481</b>	<b>-42.61%</b>
<b>25th Percentile</b>			<b>\$ 13,707</b>	<b>-0.34%</b>
<b>75th Percentile</b>			<b>\$ 22,733</b>	<b>-66.42%</b>
<b>Percentile Rank</b>			<b>25</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Finance Manager**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Golden Empire Transit District	Chief Financial Officer	\$ 8,493	\$ 15,427	81.6%
Roseville	Finance Manager	\$ 10,886	\$ 14,588	34.0%
Tahoe Transportation District	Chief Financial Officer	\$ 9,776	\$ 12,864	31.6%
Sacramento Regional Transit System	Manager, Accounting	\$ 8,225	\$ 11,512	40.0%
Placer County	Administrative and Fiscal Operations Manager	\$ 8,911	\$ 11,128	24.9%
Monterey-Salinas Transit District	Finance Manager	\$ 7,911	\$ 11,075	40.0%
San Joaquin Regional Transit District	Finance Manager	\$ 7,917	\$ 10,833	36.8%
Gold Coast Transit District	Finance Manager	\$ 7,007	\$ 9,829	40.3%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Finance Manager</i></b>	<b><i>\$ 7,214</i></b>	<b><i>\$ 9,667</i></b>	<b><i>34.0%</i></b>
Mendocino Transit Authority	Chief Financial Officer	\$ 6,887	\$ 9,083	31.9%
Amador Transit	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>9/10</b>		
<b>Coefficient of Variance</b>		<b>18%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>9</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 11,815</b>	<b>-22.22%</b>
<b>Labor Market Median</b>			<b>\$ 11,128</b>	<b>-15.11%</b>
<b>25th Percentile</b>			<b>\$ 10,833</b>	<b>-12.07%</b>
<b>75th Percentile</b>			<b>\$ 12,864</b>	<b>-33.07%</b>
<b>Percentile Rank</b>			<b>10</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Fiscal Technician II**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Gold Coast Transit District	Revenue Specialist	\$ 5,104	\$ 7,148	40.0%
San Joaquin Regional Transit District	Accounts Payable Specialist II	\$ 4,575	\$ 6,728	47.1%
Mendocino Transit Authority	Finance Assistant	\$ 5,103	\$ 6,725	31.8%
Tahoe Transportation District	Fiscal Specialist	\$ 4,222	\$ 5,556	31.6%
Roseville	Finance Clerk II	\$ 3,922	\$ 5,518	40.7%
Monterey-Salinas Transit District	Accounting Assistant	\$ 3,866	\$ 5,412	40.0%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Fiscal Technician II</i></b>	<b><i>\$ 3,988</i></b>	<b><i>\$ 5,346</i></b>	<b><i>34.1%</i></b>
Placer County	Accounting Assistant - Journey	\$ 3,929	\$ 4,909	24.9%
Sacramento Regional Transit System	Accounts Payable Clerk	\$ 3,871	\$ 4,593	18.7%
Golden Empire Transit District	Account Clerk II	\$ 3,467	\$ 4,507	30.0%
Amador Transit	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>7/10</b>		
<b>Coefficient of Variance</b>		<b>17%</b>	<b>Market Value</b>	<b>Percent +/-</b>
<b>Number of Observations</b>		<b>9</b>		
<b>Labor Market Mean</b>			<b>\$ 5,677</b>	<b>-6.20%</b>
<b>Labor Market Median</b>			<b>\$ 5,518</b>	<b>-3.22%</b>
<b>25th Percentile</b>			<b>\$ 4,909</b>	<b>8.17%</b>
<b>75th Percentile</b>			<b>\$ 6,725</b>	<b>-25.80%</b>
<b>Percentile Rank</b>			<b>36</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Human Resources Manager**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Golden Empire Transit District	Director of Human Resources	\$ 8,493	\$ 15,427	81.6%
Monterey-Salinas Transit District	Director of Human Resources/Risk Mgmt	\$ 10,639	\$ 14,895	40.0%
Sacramento Regional Transit System	Senior Manager Pension & Retirement Srvc	\$ 9,579	\$ 13,415	40.0%
Placer County	Human Resources Manager	\$ 10,140	\$ 12,664	24.9%
Roseville	Human Resources Manager	\$ 9,390	\$ 12,584	34.0%
Tahoe Transportation District	Human Resources/Risk Manager	\$ 8,430	\$ 11,093	31.6%
San Joaquin Regional Transit District	Human Resources Manager	\$ 7,917	\$ 10,833	36.8%
Gold Coast Transit District	Human Resources & Risk Manager	\$ 7,007	\$ 9,829	40.3%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Human Resources Manager</i></b>	<b><i>\$ 6,866</i></b>	<b><i>\$ 9,202</i></b>	<b><i>34.0%</i></b>
Mendocino Transit Authority	Human Resources Director	\$ 6,887	\$ 9,083	31.9%
Amador Transit	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>9/10</b>		
<b>Coefficient of Variance</b>		<b>18%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>9</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 12,202</b>	<b>-32.61%</b>
<b>Labor Market Median</b>			<b>\$ 12,584</b>	<b>-36.75%</b>
<b>25th Percentile</b>			<b>\$ 10,833</b>	<b>-17.73%</b>
<b>75th Percentile</b>			<b>\$ 13,415</b>	<b>-45.78%</b>
<b>Percentile Rank</b>			<b>2</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Maintenance And Facilities Supervisor**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Sacramento Regional Transit System	Maintenance Supervisor - Bus	\$ 7,637	\$ 10,689	40.0%
Mendocino Transit Authority	Maintenance Manager	\$ 7,805	\$ 10,296	31.9%
Roseville	Facilities Supervisor	\$ 6,980	\$ 9,354	34.0%
San Joaquin Regional Transit District	[Maintenance Supervisor/ Facilities Supervisor]	\$ 5,833	\$ 8,750	50.0%
Placer County	Mechanic Supervising	\$ 6,722	\$ 8,396	24.9%
Monterey-Salinas Transit District	Fleet Supervisor	\$ 5,739	\$ 8,034	40.0%
Tahoe Transportation District	Fleet & Facilities Supervisor	\$ 5,966	\$ 7,851	31.6%
Golden Empire Transit District	Vehicle Maintenance Supervisor	\$ 6,067	\$ 7,800	28.6%
Gold Coast Transit District	Maintenance Supervisor	\$ 6,098	\$ 7,413	21.6%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Maintenance And Facilities Supervisor</i></b>	<b><i>\$ 5,365</i></b>	<b><i>\$ 7,188</i></b>	<b><i>34.0%</i></b>
Amador Transit	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>10/10</b>		
<b>Coefficient of Variance</b>		<b>13%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>9</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 8,731</b>	<b>-21.47%</b>
<b>Labor Market Median</b>			<b>\$ 8,396</b>	<b>-16.81%</b>
<b>25th Percentile</b>			<b>\$ 7,851</b>	<b>-9.22%</b>
<b>75th Percentile</b>			<b>\$ 9,354</b>	<b>-30.13%</b>
<b>Percentile Rank</b>			<b>0</b>	



**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Maintenance Technician**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Roseville	Building Maintenance Worker II	\$ 4,870	\$ 6,853	40.7%
Sacramento Regional Transit System	Facilities Maintenance Mechanic	\$ 5,403	\$ 6,753	25.0%
Monterey-Salinas Transit District	Facilities Technician II	\$ 5,099	\$ 6,209	21.8%
Golden Empire Transit District	Utility Worker	\$ 5,079	\$ 5,772	13.7%
San Joaquin Regional Transit District	Facilities Technician B		\$ 5,704	
Placer County	Equipment Service Worker II	\$ 4,552	\$ 5,682	24.8%
Gold Coast Transit District	Maintenance Material Specialist	\$ 3,938	\$ 5,030	27.7%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Maintenance Technician</i></b>	<b><i>\$ 3,614</i></b>	<b><i>\$ 4,843</i></b>	<b><i>34.0%</i></b>
Tahoe Transportation District	Parts Technician		\$ 4,749	
Amador Transit	No Comparable Class			
Mendocino Transit Authority	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>8/9</b>		
<b>Coefficient of Variance</b>		<b>13%</b>	<b>Market Value</b>	<b>Percent +/-</b>
<b>Number of Observations</b>		<b>8</b>		
<b>Labor Market Mean</b>			<b>\$ 5,844</b>	<b>-20.67%</b>
<b>Labor Market Median</b>			<b>\$ 5,738</b>	<b>-18.48%</b>
<b>25th Percentile</b>			<b>\$ 5,519</b>	<b>-13.96%</b>
<b>75th Percentile</b>			<b>\$ 6,345</b>	<b>-31.01%</b>
<b>Percentile Rank</b>			<b>5</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Office Assistant II**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Mendocino Transit Authority	Office Assistant	\$ 4,590	\$ 5,859	27.6%
Roseville	Office Assistant II	\$ 3,484	\$ 4,903	40.7%
San Joaquin Regional Transit District	Administrative Assistant	\$ 3,268	\$ 4,710	44.1%
Monterey-Salinas Transit District	Customer Service Representative	\$ 3,333	\$ 4,667	40.0%
Gold Coast Transit District	Customer Service Assistant	\$ 3,642	\$ 4,644	27.5%
Sacramento Regional Transit System	Customer Service Representative	\$ 3,871	\$ 4,593	18.7%
Placer County	Administrative Clerk - Journey	\$ 3,482	\$ 4,354	25.0%
Golden Empire Transit District	Receptionist	\$ 3,467	\$ 4,333	25.0%
Tahoe Transportation District	Office Assistant	\$ 3,218	\$ 4,235	31.6%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Office Assistant II</i></b>	<b><i>\$ 3,117</i></b>	<b><i>\$ 4,176</i></b>	<b><i>34.0%</i></b>
Amador Transit	TC Clerk/MM Assistant		\$ 3,326	
<b>El Dorado County Transit Authority Rank</b>		<b>10/11</b>		
<b>Coefficient of Variance</b>		<b>14%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>10</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 4,562</b>	<b>-9.25%</b>
<b>Labor Market Median</b>			<b>\$ 4,618</b>	<b>-10.60%</b>
<b>25th Percentile</b>			<b>\$ 4,339</b>	<b>-3.89%</b>
<b>75th Percentile</b>			<b>\$ 4,699</b>	<b>-12.52%</b>
<b>Percentile Rank</b>			<b>10</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Operations Manager**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Roseville	Alternative Transportation Manager	\$ 11,047	\$ 14,803	34.0%
San Joaquin Regional Transit District	Transportation Superintendent	\$ 11,250	\$ 14,167	25.9%
Sacramento Regional Transit System	Transportation Superintendent - Bus	\$ 8,556	\$ 11,976	40.0%
Monterey-Salinas Transit District	Transportation Manager	\$ 8,312	\$ 11,636	40.0%
Gold Coast Transit District	Operations Manager	\$ 8,067	\$ 11,289	39.9%
Tahoe Transportation District	Operations General Manager	\$ 8,024	\$ 10,558	31.6%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Operations Manager</i></b>	<b><i>\$ 7,580</i></b>	<b><i>\$ 10,157</i></b>	<b><i>34.0%</i></b>
Mendocino Transit Authority	Operations Manager	\$ 7,576	\$ 9,996	31.9%
Golden Empire Transit District	Operations Manager	\$ 7,973	\$ 9,707	21.7%
Placer County	Transportation Systems Supervisor - Senior	\$ 7,606	\$ 9,499	24.9%
Amador Transit	Maintenance Manager		\$ 6,189	
<b>El Dorado County Transit Authority Rank</b>		<b>7/11</b>		
<b>Coefficient of Variance</b>		<b>22%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>10</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 10,982</b>	<b>-8.12%</b>
<b>Labor Market Median</b>			<b>\$ 10,924</b>	<b>-7.55%</b>
<b>25th Percentile</b>			<b>\$ 9,779</b>	<b>3.72%</b>
<b>75th Percentile</b>			<b>\$ 11,891</b>	<b>-17.07%</b>
<b>Percentile Rank</b>			<b>37</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Planning & Marketing Manager**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Golden Empire Transit District	Director of Marketing	\$ 8,493	\$ 15,427	81.6%
Monterey-Salinas Transit District	Planning Manager	\$ 7,167	\$ 10,033	40.0%
Gold Coast Transit District	Communications and Marketing Manager	\$ 6,618	\$ 9,256	39.9%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Planning &amp; Marketing Manager</i></b>	<b><i>\$ 6,221</i></b>	<b><i>\$ 8,336</i></b>	<b><i>34.0%</i></b>
Amador Transit	No Comparable Class			
Mendocino Transit Authority	No Comparable Class			
Placer County	No Comparable Class			
Roseville	No Comparable Class			
Sacramento Regional Transit System	No Comparable Class			
San Joaquin Regional Transit District	No Comparable Class			
Tahoe Transportation District	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>4/4</b>		
<b>Coefficient of Variance</b>		<b>29%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>3</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 11,572</b>	<b>-38.82%</b>
<b>Labor Market Median</b>			<b>\$ 10,033</b>	<b>-20.36%</b>
<b>25th Percentile</b>			<b>\$ 9,645</b>	<b>-15.70%</b>
<b>75th Percentile</b>			<b>\$ 12,730</b>	<b>-52.71%</b>
<b>Percentile Rank</b>			<b>0</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Safety Coordinator**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Placer County	Safety Officer	\$ 7,907	\$ 9,877	24.9%
Roseville	Safety Coordinator	\$ 7,235	\$ 9,696	34.0%
Sacramento Regional Transit System	Safety Specialist II	\$ 6,345	\$ 8,880	40.0%
San Joaquin Regional Transit District	Safety and Security Administrator	\$ 6,250	\$ 8,333	33.3%
Monterey-Salinas Transit District	Safety/Training Officer	\$ 5,739	\$ 8,034	40.0%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Safety Coordinator</i></b>	<b><i>\$ 5,635</i></b>	<b><i>\$ 7,552</i></b>	<b><i>34.0%</i></b>
Gold Coast Transit District	Operations Safety & Training Supervisor	\$ 6,098	\$ 7,413	21.6%
Golden Empire Transit District	Safety and Training Coordinator	\$ 3,640	\$ 5,373	47.6%
Amador Transit	No Comparable Class			
Mendocino Transit Authority	No Comparable Class			
Tahoe Transportation District	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>6/8</b>		
<b>Coefficient of Variance</b>		<b>19%</b>	<b>Market Value</b>	<b>Percent +/-</b>
<b>Number of Observations</b>		<b>7</b>		
<b>Labor Market Mean</b>			<b>\$ 8,229</b>	<b>-8.97%</b>
<b>Labor Market Median</b>			<b>\$ 8,333</b>	<b>-10.35%</b>
<b>25th Percentile</b>			<b>\$ 7,723</b>	<b>-2.27%</b>
<b>75th Percentile</b>			<b>\$ 9,288</b>	<b>-22.99%</b>
<b>Percentile Rank</b>			<b>20</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Transit Dispatcher**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Monterey-Salinas Transit District	Communication Systems Specialist	\$ 4,595	\$ 6,433	40.0%
Mendocino Transit Authority	Dispatcher	\$ 4,027	\$ 5,358	33.1%
Placer County	Administrative Dispatcher	\$ 4,235	\$ 5,288	24.9%
Golden Empire Transit District	Dispatcher I/II	\$ 3,467	\$ 4,507	30.0%
Sacramento Regional Transit System	Elk Grove Dispatcher	\$ 3,862	\$ 4,460	15.5%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Transit Dispatcher</i></b>	<b><i>\$ 3,274</i></b>	<b><i>\$ 4,387</i></b>	<b><i>34.0%</i></b>
Tahoe Transportation District	Transit Dispatcher		\$ 4,056	
Amador Transit	Dispatcher	\$ 3,167	\$ 3,853	21.7%
San Joaquin Regional Transit District	Dispatcher	\$ 3,013	\$ 3,767	25.0%
Gold Coast Transit District	No Comparable Class			
Roseville	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>6/9</b>		
<b>Coefficient of Variance</b>		<b>19%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>8</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 4,715</b>	<b>-7.48%</b>
<b>Labor Market Median</b>			<b>\$ 4,483</b>	<b>-2.19%</b>
<b>25th Percentile</b>			<b>\$ 4,005</b>	<b>8.70%</b>
<b>75th Percentile</b>			<b>\$ 5,305</b>	<b>-20.94%</b>
<b>Percentile Rank</b>			<b>40</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Transit Operations Supervisor**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Roseville	Transit Operations Supervisor	\$ 7,959	\$ 10,666	34.0%
Sacramento Regional Transit System	Transportation Supervisor	\$ 7,238	\$ 10,135	40.0%
San Joaquin Regional Transit District	Transportation Supervisor	\$ 5,833	\$ 8,750	50.0%
Tahoe Transportation District	Operations Supervisor	\$ 5,966	\$ 7,851	31.6%
Monterey-Salinas Transit District	Operations Supervisor	\$ 5,329	\$ 7,485	40.5%
Mendocino Transit Authority	Operations Supervisor	\$ 4,831	\$ 7,098	46.9%
Gold Coast Transit District	Operations Supervisor	\$ 5,689	\$ 6,915	21.6%
Golden Empire Transit District	Transportation Supervisor	\$ 5,547	\$ 6,587	18.8%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Transit Operations Supervisor</i></b>	<b><i>\$ 4,741</i></b>	<b><i>\$ 6,353</i></b>	<b><i>34.0%</i></b>
Placer County	Transportation Supervisor	\$ 5,016	\$ 6,268	25.0%
Amador Transit	Operations Supervisor		\$ 5,124	
<b>El Dorado County Transit Authority Rank</b>		<b>9/11</b>		
<b>Coefficient of Variance</b>		<b>22%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>10</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 7,688</b>	<b>-21.01%</b>
<b>Labor Market Median</b>			<b>\$ 7,292</b>	<b>-14.78%</b>
<b>25th Percentile</b>			<b>\$ 6,669</b>	<b>-4.97%</b>
<b>75th Percentile</b>			<b>\$ 8,525</b>	<b>-34.19%</b>
<b>Percentile Rank</b>			<b>14</b>	

**EL DORADO COUNTY TRANSIT AUTHORITY  
LABOR MARKET SALARY SURVEY**

Statistics computed using range Control Point/Max

**Transit Operator**

Agency	Comparable Class Title	Minimum	C.P./Max	Spread
Sacramento Regional Transit System	Bus Operator	\$ 4,332	\$ 6,188	42.9%
Monterey-Salinas Transit District	Coach Operator	\$ 4,857	\$ 5,912	21.7%
San Joaquin Regional Transit District	Bus Operator	\$ 3,686	\$ 5,265	42.9%
Placer County	Bus Driver II	\$ 4,035	\$ 5,041	24.9%
Mendocino Transit Authority	Transit Vehicle Operator	\$ 4,020	\$ 4,805	19.5%
<b><i>El Dorado County Transit Authority</i></b>	<b><i>Transit Operator</i></b>	<b><i>\$ 3,491</i></b>	<b><i>\$ 4,678</i></b>	<b><i>34.0%</i></b>
Amador Transit	Bus Operator	\$ 2,976	\$ 3,817	28.2%
Tahoe Transportation District	Bus Operator	\$ 3,467	\$ 4,333	25.0%
Gold Coast Transit District	Bus Operator	\$ 4,020	\$ 5,481	36.4%
Golden Empire Transit District	Operator	\$ 3,553	\$ 5,460	53.7%
Roseville	No Comparable Class			
<b>El Dorado County Transit Authority Rank</b>		<b>8/10</b>		
<b>Coefficient of Variance</b>		<b>15%</b>	<b>Market</b>	<b>Percent</b>
<b>Number of Observations</b>		<b>9</b>	<b>Value</b>	<b>+/-</b>
<b>Labor Market Mean</b>			<b>\$ 5,145</b>	<b>-9.98%</b>
<b>Labor Market Median</b>			<b>\$ 5,265</b>	<b>-12.55%</b>
<b>25th Percentile</b>			<b>\$ 4,805</b>	<b>-2.71%</b>
<b>75th Percentile</b>			<b>\$ 5,481</b>	<b>-17.16%</b>
<b>Percentile Rank</b>			<b>22</b>	



APPENDIX B  
SURVEY DATASHEETS – TOTAL COMPENSATION

**El Dorado County Transit Authority  
Labor Market Summary - Median Total Compensation**

Class Title	# of Obs.	Base	Base + Cash	Base + Cash + Insurance	Total Comp (Cash + Ins. + Ret.)
Administrative Coordinator	9	-20.4%	-23.4%	-0.7%	-10.6%
Custodian	10	-18.2%	-14.1%	6.0%	-0.2%
Dispatch Supervisor	6	-46.9%	-43.4%	-9.2%	-16.2%
Equipment Technician II	10	-14.4%	-8.2%	4.5%	0.9%
Executive Director	8	-42.6%	-38.7%	-26.3%	-29.1%
Finance Manager	9	-15.1%	-0.8%	1.1%	-3.9%
Fiscal Technician II	9	-3.2%	3.3%	8.2%	1.2%
Human Resources Manager	9	-36.8%	-20.0%	-12.8%	-25.0%
Maintenance And Facilities Supervisor	9	-16.8%	-9.0%	-3.1%	-6.4%
Maintenance Technician	8	-18.5%	-11.6%	0.1%	-6.4%
Office Assistant II	10	-10.6%	-2.3%	6.4%	-0.6%
Operations Manager	10	-7.5%	3.3%	10.1%	0.0%
Planning & Marketing Manager	3	-20.4%	-4.4%	-2.7%	-7.2%
Safety Coordinator	7	-10.3%	-2.6%	0.8%	-2.7%
Transit Dispatcher	8	-2.2%	3.7%	11.5%	8.2%
Transit Operations Supervisor	10	-14.8%	-12.7%	5.6%	-2.1%
Transit Operator	7	-7.7%	-5.4%	-4.4%	-2.9%
<b>Average</b>		<b>-18.0%</b>	<b>-11.0%</b>	<b>-0.3%</b>	<b>-6.1%</b>

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**Key to Headers on Benefit Data Sheets**

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Survey Class - The Authority's survey job title

Survey Agency - The survey agencies used in the survey sorted alphabetically

Comparable Class - The job title determined to be comparable to the Authority's job classification

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**Range Max. - The maximum (top step) monthly base salary (not including longevity or performance pay)**

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Long. - Longevity pay; additional base salary for years of service, the maximum level in monthly dollars

Uniform - Uniform allowance; ongoing payment for uniform replacement and maintenance (monthly)

Education Inc. - Education incentive for up to a BA/BS degree (monthly)

Other - Other cash such as additional flex/cafeteria benefits (monthly)

Def. Comp. - Deferred Compensation; employer paid deferred compensation contributions (including matching contributions); monthly dollars

EPMC/ER to EE Ret. - Retirement contributions paid by the employer on behalf of employee minus employee contributions paid by employee toward employer rate (for classic tier, in effect December 2012)

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**Base + Cash - The cumulative total of Base Salary and Cash Benefits**

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Health - The maximum monthly health insurance benefit paid by the employer for EE+2 (family) coverage, not including rarely used plans

Dental - The maximum monthly dental insurance benefit paid by the employer for EE+2 (family) coverage, not including rarely used plans

Vision - The maximum monthly vision benefit paid by the employer for EE+2 (if applicable), not including rarely used plans

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**Base + Cash + Ins. - The cumulative total of Base Salary, Cash Benefits, and Insurance Benefits**

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Emp. Ret. - The monthly cost of Employer Retirement (normal cost and unfunded actuarial liability) for classic tier (in effect December 2012)

Ret. Form. - The retirement formula for the classic tier (in effect December 2012)

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**Base + Cash + Ins. + Ret. - The cumulative total of Base Salary, Cash Benefits, Insurance Benefits, and Retirement Benefits**

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Leave Benefits - Monthly hours of maximum vacation accrual, holidays, sick days, and admin/mgmt leave including a total of all leave

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**El Dorado County Transit Authority  
Administrative Coordinator**

Survey Agency	Comparable Class	Range Max.	Cash Supplements						Insurance Benefits				
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.
Amador Transit	No Comparable Class												
Gold Coast Transit District	Office Coordinator/Executive Assistant	\$7,148	\$429					\$143	\$7,719	\$1,900	inc	inc	\$9,619
Golden Empire Transit District	Executive Assistant	\$5,373		\$15		\$50	\$75		\$5,513	\$2,284	\$67	\$17	\$7,881
Mendocino Transit Authority	Executive Assistant	\$6,907	\$347				\$380		\$7,634	\$1,773	\$49	\$17	\$9,474
Monterey-Salinas Transit District	Executive Assistant/Clerk to the Board	\$6,928	\$69						\$6,997	\$3,135			\$10,132
Placer County	Administrative Assistant	\$5,415		\$63					\$5,478	\$2,798	\$50	\$7	\$8,332
Roseville	Executive Assistant	\$7,621	\$381					\$229	\$8,231	\$2,265	inc	inc	\$10,496
Sacramento Regional Transit System	Administrative Assistant II	\$6,395							\$6,395	\$2,520	\$172	\$15	\$9,102
San Joaquin Regional Transit District	Executive & Board Support Specialist II	\$7,896							\$7,896	\$2,390	\$145	\$24	\$10,455
Tahoe Transportation District	Executive Assistant/Clerk of the Board	\$7,659							\$7,659	\$1,320	\$95	\$21	\$9,096
El Dorado County Transit Authority	Administrative Coordinator	\$5,756	\$432						\$6,188	\$3,216	inc	inc	\$9,404
	<b>Average</b>	<b>\$6,816</b>							<b>\$7,058</b>				<b>\$9,398</b>
	<b>% +/-</b>	<b>-18.4%</b>							<b>-14.1%</b>				<b>0.1%</b>
	<b>Median</b>	<b>\$6,928</b>							<b>\$7,634</b>				<b>\$9,474</b>
	<b>% +/-</b>	<b>-20.4%</b>							<b>-23.4%</b>				<b>-0.7%</b>

Median Gain/Loss

-3.0%

22.6%

**El Dorado County Transit Authority  
Administrative Coordinator**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	No Comparable Class								
Gold Coast Transit District	Office Coordinator/Executive Assistant	\$1,724	2.7@55	\$11,343	8	6		14	28
Golden Empire Transit District	Executive Assistant	\$322		\$8,203	7	7		20	34
Mendocino Transit Authority	Executive Assistant	\$698	2@60	\$10,171	7	9		13	29
Monterey-Salinas Transit District	Executive Assistant/Clerk to the Board	\$1,219	2@55	\$11,351	9			23	32
Placer County	Administrative Assistant	\$1,900	2@55	\$10,232	9	8		17	34
Roseville	Executive Assistant	\$2,728	2.7@55	\$13,224	8	8	4	13	33
Sacramento Regional Transit System	Administrative Assistant II	\$2,761	2.5@60	\$11,862	8	8		20	36
San Joaquin Regional Transit District	Executive & Board Support Specialist II	\$790		\$11,244	8	8		20	36
Tahoe Transportation District	Executive Assistant/Clerk of the Board	\$919		\$10,015	8	2		13	23
El Dorado County Transit Authority	Administrative Coordinator	\$763	2@55	\$10,167	9	8		13	31
	<b>Average</b>			<b>\$10,850</b>					<b>31.7</b>
	<b>% +/-</b>			<b>-6.7%</b>					<b>-3.0%</b>
	<b>Median</b>			<b>\$11,244</b>					<b>33.1</b>
	<b>% +/-</b>			<b>-10.6%</b>					<b>-7.5%</b>

-9.8%

**El Dorado County Transit Authority  
Custodian**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits				
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.	
Amador Transit	Facilities Maintenance	\$3,319	\$498	\$8						\$3,826	\$800	\$40	\$7	\$4,672
Gold Coast Transit District	Service Worker II	\$4,625	\$277	\$17				\$92		\$5,011	\$1,900	inc	inc	\$6,911
Golden Empire Transit District	Service B	\$4,559		\$15		\$50	\$75			\$4,698	\$1,425	inc		\$6,123
Mendocino Transit Authority	Cleaner	\$4,380	\$347				\$241			\$4,968	\$1,755	\$47	\$6	\$6,775
Monterey-Salinas Transit District	Facilities Technician I	\$5,356		\$21						\$5,377	\$3,135			\$8,512
Placer County	Custodian II	\$4,354		\$29						\$4,383	\$2,798	\$50	\$7	\$7,238
Roseville	Custodian	\$4,716	\$236				\$141			\$5,093	\$2,265	inc	inc	\$7,358
Sacramento Regional Transit System	Facilities Service Worker	\$4,006								\$4,006	\$2,520	\$172	\$15	\$6,712
San Joaquin Regional Transit District	Utility Worker	\$4,578								\$4,578	\$2,390	\$145	\$24	\$7,137
Tahoe Transportation District	Facilities Maintenance Technician II	\$4,056					\$122			\$4,178	\$619	inc	inc	\$4,796
El Dorado County Transit Authority	Custodian	\$3,782	\$284							\$4,066	\$3,216	inc	inc	\$7,282
	<b>Average</b>	<b>\$4,395</b>								<b>\$4,612</b>				<b>\$6,624</b>
	<b>% +/-</b>	<b>-16.2%</b>								<b>-13.4%</b>				<b>9.0%</b>
	<b>Median</b>	<b>\$4,469</b>								<b>\$4,638</b>				<b>\$6,843</b>
	<b>% +/-</b>	<b>-18.2%</b>								<b>-14.1%</b>				<b>6.0%</b>

Median Gain/Loss

4.1%

20.1%

**El Dorado County Transit Authority  
Custodian**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	Facilities Maintenance	\$393	2@55	\$5,065	7	8		11	27
Gold Coast Transit District	Service Worker II	\$1,115	2.7@55	\$8,027	8	6		14	28
Golden Empire Transit District	Service B	\$274		\$6,397	7	7		20	34
Mendocino Transit Authority	Cleaner	\$442	2@60	\$7,217	7	9		13	29
Monterey-Salinas Transit District	Facilities Technician I	\$943	2@55	\$9,454	9			23	31
Placer County	Custodian II	\$1,528	2@55	\$8,766	9	8		17	34
Roseville	Custodian	\$1,688	2.7@55	\$9,047	8	8	4	13	33
Sacramento Regional Transit System	Facilities Service Worker	\$1,296	2.5@60	\$8,009	8	8		20	36
San Joaquin Regional Transit District	Utility Worker	\$458		\$7,594	8	8		20	36
Tahoe Transportation District	Facilities Maintenance Technician II	\$487		\$5,283	8	2		13	23
El Dorado County Transit Authority	Custodian	\$501	2@55	\$7,783	9	8		13	31
	<b>Average</b>			<b>\$7,486</b>					<b>31.1</b>
	<b>% +/-</b>			<b>3.8%</b>					<b>-1.1%</b>
	<b>Median</b>			<b>\$7,801</b>					<b>32.2</b>
	<b>% +/-</b>			<b>-0.2%</b>					<b>-4.6%</b>

-6.3%

**El Dorado County Transit Authority  
Dispatch Supervisor**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits			
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.
Amador Transit	No Comparable Class												
Gold Coast Transit District	No Comparable Class												
Golden Empire Transit District	Dispatch Supervisor	\$6,587		\$15		\$50	\$75		\$6,726	\$2,284	\$67	\$17	\$9,094
Mendocino Transit Authority	Operations Supervisor	\$7,098	\$347				\$390		\$7,835	\$1,773	\$49	\$17	\$9,675
Monterey-Salinas Transit District	Communications Systems Supervisor	\$8,235	\$82						\$8,317	\$3,135			\$11,452
Placer County	Transportation Supervisor	\$6,268		\$29					\$6,297	\$2,798	\$50	\$7	\$9,152
Roseville	No Comparable Class												
Sacramento Regional Transit System	Transportation Supervisor	\$10,135							\$10,135	\$2,520	\$172	\$15	\$12,841
San Joaquin Regional Transit District	No Comparable Class												
Tahoe Transportation District	Operations Supervisor	\$7,851							\$7,851	\$1,320	\$95	\$21	\$9,287
El Dorado County Transit Authority	Dispatch Supervisor	\$5,087	\$382						\$5,469	\$3,216	inc	inc	\$8,685
	<b>Average</b>	<b>\$7,695</b>							<b>\$7,860</b>				<b>\$10,250</b>
	<b>% +/-</b>	<b>-51.3%</b>							<b>-43.7%</b>				<b>-18.0%</b>
	<b>Median</b>	<b>\$7,474</b>							<b>\$7,843</b>				<b>\$9,481</b>
	<b>% +/-</b>	<b>-46.9%</b>							<b>-43.4%</b>				<b>-9.2%</b>

Median Gain/Loss

3.5%

34.2%



**El Dorado County Transit Authority  
Dispatch Supervisor**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	No Comparable Class								
Gold Coast Transit District	No Comparable Class								
Golden Empire Transit District	Dispatch Supervisor	\$395		\$9,489	7	7		20	34
Mendocino Transit Authority	Operations Supervisor	\$717	2@60	\$10,392	7	9		13	29
Monterey-Salinas Transit District	Communications Systems Supervisor	\$1,449	2@55	\$12,901	9		5	23	37
Placer County	Transportation Supervisor	\$2,199	2@55	\$11,351	9	8		17	34
Roseville	No Comparable Class								
Sacramento Regional Transit System	Transportation Supervisor	\$4,375	2.5@60	\$17,217	8	8		20	36
San Joaquin Regional Transit District	No Comparable Class								
Tahoe Transportation District	Operations Supervisor	\$942		\$10,229	8	2		13	23
El Dorado County Transit Authority	Dispatch Supervisor	\$675	2@55	\$9,359	9	8		13	31
	<b>Average</b>			<b>\$11,930</b>					<b>32.1</b>
	<b>% +/-</b>			<b>-27.5%</b>					<b>-4.4%</b>
	<b>Median</b>			<b>\$10,872</b>					<b>33.9</b>
	<b>% +/-</b>			<b>-16.2%</b>					<b>-10.2%</b>

-7.0%

**El Dorado County Transit Authority  
Equipment Technician II**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits				
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.	
Amador Transit	Mechanic	\$5,210	\$782	\$8						\$6,000	\$800	\$40	\$7	\$6,847
Gold Coast Transit District	Mechanic II	\$6,420	\$385	\$17				\$128		\$6,951	\$1,900	inc	inc	\$8,851
Golden Empire Transit District	Mechanic B	\$6,812		\$15		\$50	\$75			\$6,952	\$1,425	inc		\$8,377
Mendocino Transit Authority	Mechanic	\$6,866	\$347				\$378			\$7,590	\$1,755	\$47	\$6	\$9,397
Monterey-Salinas Transit District	Mechanic B	\$7,743		\$21						\$7,764	\$3,135			\$10,899
Placer County	Master Automotive Mechanic	\$6,751		\$29						\$6,780	\$2,798	\$50	\$7	\$9,635
Roseville	Mechanic II	\$7,349	\$367					\$220		\$7,937	\$2,265	inc	inc	\$10,202
Sacramento Regional Transit System	Mechanic A	\$6,753								\$6,753	\$2,520	\$172	\$15	\$9,460
San Joaquin Regional Transit District	Mechanic B	\$5,704								\$5,704	\$2,390	\$145	\$24	\$8,263
Tahoe Transportation District	Maintenance Technician (Mechanic B)	\$5,096						\$153		\$5,249	\$619	inc	inc	\$5,868
El Dorado County Transit Authority	Equipment Technician II	\$5,900	\$443							\$6,343	\$3,216	inc	inc	\$9,559
	<b>Average</b>	<b>\$6,470</b>								<b>\$6,768</b>				<b>\$8,780</b>
	<b>% +/-</b>	<b>-9.7%</b>								<b>-6.7%</b>				<b>8.2%</b>
	<b>Median</b>	<b>\$6,752</b>								<b>\$6,865</b>				<b>\$9,124</b>
	<b>% +/-</b>	<b>-14.4%</b>								<b>-8.2%</b>				<b>4.5%</b>

Median Gain/Loss

6.2%

12.8%

**El Dorado County Transit Authority  
Equipment Technician II**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	Mechanic	\$617	2@55	\$7,464	7	8		11	27
Gold Coast Transit District	Mechanic II	\$1,549	2.7@55	\$10,399	8	6		14	28
Golden Empire Transit District	Mechanic B	\$409		\$8,785	7	7		20	34
Mendocino Transit Authority	Mechanic	\$693	2@60	\$10,091	7	9		13	29
Monterey-Salinas Transit District	Mechanic B	\$1,363	2@55	\$12,261	9			23	31
Placer County	Master Automotive Mechanic	\$2,369	2@55	\$12,004	9	8		17	34
Roseville	Mechanic II	\$2,631	2.7@55	\$12,833	8	8	4	13	33
Sacramento Regional Transit System	Mechanic A	\$2,185	2.5@60	\$11,645	8	8		20	36
San Joaquin Regional Transit District	Mechanic B	\$570		\$8,834	8	8		20	36
Tahoe Transportation District	Maintenance Technician (Mechanic B)	\$612		\$6,479	8	2		13	23
El Dorado County Transit Authority	Equipment Technician II	\$782	2@55	\$10,341	9	8		13	31
	<b>Average</b>			<b>\$10,080</b>					<b>31.1</b>
	<b>% +/-</b>			<b>2.5%</b>					<b>-1.1%</b>
	<b>Median</b>			<b>\$10,245</b>					<b>32.2</b>
	<b>% +/-</b>			<b>0.9%</b>					<b>-4.6%</b>

-3.6%

**El Dorado County Transit Authority  
Executive Director**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits				
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.	
Amador Transit	General Manager	\$8,234	\$1,235	\$8						\$9,477	\$1,624	\$51	\$9	\$11,161
Gold Coast Transit District	General Manager	\$18,858	\$1,131					\$2,542	\$377	\$22,908	\$1,900	inc	inc	\$24,808
Golden Empire Transit District	Chief Executive Officer	\$20,104		\$15		\$50	\$75			\$20,244	\$2,284	\$67	\$17	\$22,612
Mendocino Transit Authority	Executive Director	\$11,163						\$614		\$11,777	\$1,773	\$49	\$17	\$13,617
Monterey-Salinas Transit District	General Manager	\$22,500	\$225			\$133	\$958			\$23,817	\$3,135			\$26,952
Placer County	No Comparable Class													
Roseville	No Comparable Class													
Sacramento Regional Transit System	General Manager	\$34,298								\$34,298	\$2,520	\$172	\$15	\$37,005
San Joaquin Regional Transit District	Chief Executive Officer	\$23,433						\$1,500		\$24,933	\$2,390	\$145	\$24	\$27,491
Tahoe Transportation District	District Manager	\$14,555								\$14,555	\$1,320	\$95	\$21	\$15,991
El Dorado County Transit Authority	Executive Director	\$13,660	\$1,366			\$500	\$33			\$15,559	\$3,216	inc	inc	\$18,776
	<b>Average</b>	<b>\$19,143</b>								<b>\$20,251</b>				<b>\$22,455</b>
	<b>% +/-</b>	<b>-40.1%</b>								<b>-30.2%</b>				<b>-19.6%</b>
	<b>Median</b>	<b>\$19,481</b>								<b>\$21,576</b>				<b>\$23,710</b>
	<b>% +/-</b>	<b>-42.6%</b>								<b>-38.7%</b>				<b>-26.3%</b>

Median Gain/Loss

3.9%

12.4%

**El Dorado County Transit Authority  
Executive Director**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	General Manager	\$975	2@55	\$12,136	7	8		11	27
Gold Coast Transit District	General Manager	\$4,549	2.7@55	\$29,357	8	6		13	27
Golden Empire Transit District	Chief Executive Officer	\$1,206		\$23,818	7	7		20	34
Mendocino Transit Authority	Executive Director	\$1,127	2@60	\$14,744	7	9		13	29
Monterey-Salinas Transit District	General Manager	\$3,960	2@55	\$30,912	9		5	23	37
Placer County	No Comparable Class								
Roseville	No Comparable Class								
Sacramento Regional Transit System	General Manager	\$14,807	2.5@60	\$51,811	8	8		20	36
San Joaquin Regional Transit District	Chief Executive Officer	\$2,343		\$29,835	8	8		20	36
Tahoe Transportation District	District Manager	\$1,747		\$17,738	8	2		13	23
El Dorado County Transit Authority	Executive Director	\$1,811	2@55	\$20,587	9	8	7	13	37
	<b>Average</b>			<b>\$26,294</b>					<b>31.1</b>
	<b>% +/-</b>			<b>-27.7%</b>					<b>16.9%</b>
	<b>Median</b>			<b>\$26,587</b>					<b>31.3</b>
	<b>% +/-</b>			<b>-29.1%</b>					<b>16.6%</b>

-2.9%

**El Dorado County Transit Authority  
Finance Manager**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits			
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.
Amador Transit	No Comparable Class												
Gold Coast Transit District	Finance Manager	\$9,829	\$590					\$197	\$10,616	\$1,900	inc	inc	\$12,516
Golden Empire Transit District	Chief Financial Officer	\$15,427		\$15		\$50	\$75		\$15,566	\$2,284	\$67	\$17	\$17,934
Mendocino Transit Authority	Chief Financial Officer	\$9,083	\$347				\$500		\$9,929	\$1,773	\$49	\$17	\$11,769
Monterey-Salinas Transit District	Finance Manager	\$11,075	\$111						\$11,186	\$3,135			\$14,321
Placer County	Administrative and Fiscal Operations Manager	\$11,128						\$125	\$11,253	\$2,798	\$50	\$7	\$14,108
Roseville	Finance Manager	\$14,588	\$729					\$438	\$15,755	\$2,265	inc	inc	\$18,020
Sacramento Regional Transit System	Manager, Accounting	\$11,512							\$11,512	\$2,520	\$172	\$15	\$14,219
San Joaquin Regional Transit District	Finance Manager	\$10,833							\$10,833	\$2,390	\$145	\$24	\$13,392
Tahoe Transportation District	Chief Financial Officer	\$12,864							\$12,864	\$1,320	\$95	\$21	\$14,301
El Dorado County Transit Authority	Finance Manager	\$9,667	\$967			\$500	\$33		\$11,167	\$3,216	inc	inc	\$14,383
	<b>Average</b>	<b>\$11,815</b>							<b>\$12,168</b>				<b>\$14,509</b>
	<b>% +/-</b>	<b>-22.2%</b>							<b>-9.0%</b>				<b>-0.9%</b>
	<b>Median</b>	<b>\$11,128</b>							<b>\$11,253</b>				<b>\$14,219</b>
	<b>% +/-</b>	<b>-15.1%</b>							<b>-0.8%</b>				<b>1.1%</b>

Median Gain/Loss

14.3%

1.9%

**El Dorado County Transit Authority  
Finance Manager**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	No Comparable Class								
Gold Coast Transit District	Finance Manager	\$2,371	2.7@55	\$14,886	8	6		14	28
Golden Empire Transit District	Chief Financial Officer	\$926		\$18,860	7	7		20	34
Mendocino Transit Authority	Chief Financial Officer	\$917	2@60	\$12,686	7	9		13	29
Monterey-Salinas Transit District	Finance Manager	\$1,949	2@55	\$16,270	9		5	23	37
Placer County	Administrative and Fiscal Operations Manager	\$3,905	2@55	\$18,013	9	8	8	17	42
Roseville	Finance Manager	\$5,223	2.7@55	\$23,243	8	8	8	13	38
Sacramento Regional Transit System	Manager, Accounting	\$4,970	2.5@60	\$19,188	8	8		20	36
San Joaquin Regional Transit District	Finance Manager	\$1,083		\$14,476	8	8		20	36
Tahoe Transportation District	Chief Financial Officer	\$1,544		\$15,845	8	2		13	23
El Dorado County Transit Authority	Finance Manager	\$1,282	2@55	\$15,665	9	8	7	13	37
	<b>Average</b>			<b>\$17,052</b>					<b>33.6</b>
	<b>% +/-</b>			<b>-8.9%</b>					<b>10.2%</b>
	<b>Median</b>			<b>\$16,270</b>					<b>36.0</b>
	<b>% +/-</b>			<b>-3.9%</b>					<b>3.9%</b>

-5.0%

**El Dorado County Transit Authority  
Fiscal Technician II**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits			
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.
Amador Transit	No Comparable Class												
Gold Coast Transit District	Revenue Specialist	\$7,148	\$429					\$143	\$7,719	\$1,900	inc	inc	\$9,619
Golden Empire Transit District	Account Clerk II	\$4,507		\$15		\$50	\$75		\$4,646	\$2,284	\$67	\$17	\$7,014
Mendocino Transit Authority	Finance Assistant	\$6,725	\$347				\$370		\$7,442	\$1,773	\$49	\$17	\$9,282
Monterey-Salinas Transit District	Accounting Assistant	\$5,412	\$54						\$5,466	\$3,135			\$8,601
Placer County	Accounting Assistant - Journey	\$4,909		\$63					\$4,972	\$2,798	\$50	\$7	\$7,826
Roseville	Finance Clerk II	\$5,518	\$276					\$166	\$5,959	\$2,265	inc	inc	\$8,224
Sacramento Regional Transit System	Accounts Payable Clerk	\$4,593						-\$138	\$4,456	\$2,520	\$172	\$15	\$7,162
San Joaquin Regional Transit District	Accounts Payable Specialist II	\$6,728							\$6,728	\$2,390	\$145	\$24	\$9,287
Tahoe Transportation District	Fiscal Specialist	\$5,556							\$5,556	\$1,320	\$95	\$21	\$6,993
El Dorado County Transit Authority	Fiscal Technician II	\$5,346	\$401						\$5,747	\$3,216	inc	inc	\$8,963
	<b>Average</b>	<b>\$5,677</b>							<b>\$5,883</b>				<b>\$8,223</b>
	<b>% +/-</b>	<b>-6.2%</b>							<b>-2.4%</b>				<b>8.3%</b>
	<b>Median</b>	<b>\$5,518</b>							<b>\$5,556</b>				<b>\$8,224</b>
	<b>% +/-</b>	<b>-3.2%</b>							<b>3.3%</b>				<b>8.2%</b>
									Median Gain/Loss	6.5%			4.9%



**El Dorado County Transit Authority  
Fiscal Technician II**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	No Comparable Class								
Gold Coast Transit District	Revenue Specialist	\$1,724	2.7@55	\$11,343	8	6		14	28
Golden Empire Transit District	Account Clerk II	\$270		\$7,285	7	7		20	34
Mendocino Transit Authority	Finance Assistant	\$679	2@60	\$9,961	7	9		13	29
Monterey-Salinas Transit District	Accounting Assistant	\$952	2@55	\$9,553	9			23	32
Placer County	Accounting Assistant - Journey	\$1,723	2@55	\$9,549	9	8		17	34
Roseville	Finance Clerk II	\$1,975	2.7@55	\$10,200	8	8	4	13	33
Sacramento Regional Transit System	Accounts Payable Clerk	\$1,408	2.5@60	\$8,570	8	8		20	36
San Joaquin Regional Transit District	Accounts Payable Specialist II	\$673		\$9,960	8	8		20	36
Tahoe Transportation District	Fiscal Specialist	\$667		\$7,660	8	2		13	23
El Dorado County Transit Authority	Fiscal Technician II	\$709	2@55	\$9,672	9	8		13	31
	<b>Average</b>			<b>\$9,342</b>					<b>31.7</b>
	<b>% +/-</b>			<b>3.4%</b>					<b>-2.8%</b>
	<b>Median</b>			<b>\$9,553</b>					<b>33.1</b>
	<b>% +/-</b>			<b>1.2%</b>					<b>-7.5%</b>

-7.0%

**El Dorado County Transit Authority  
Human Resources Manager**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits				
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.	
Amador Transit	No Comparable Class													
Gold Coast Transit District	Human Resources & Risk Manager	\$9,829	\$590						\$197	\$10,616	\$1,900	inc	inc	\$12,516
Golden Empire Transit District	Director of Human Resources	\$15,427		\$15			\$50	\$75		\$15,566	\$2,284	\$67	\$17	\$17,934
Mendocino Transit Authority	Human Resources Director	\$9,083	\$347					\$500		\$9,929	\$1,773	\$49	\$17	\$11,769
Monterey-Salinas Transit District	Director of Human Resources/Risk Mgmt	\$14,895	\$149							\$15,044	\$3,135			\$18,178
Placer County	Human Resources Manager	\$12,664						\$125		\$12,789	\$2,798	\$50	\$7	\$15,644
Roseville	Human Resources Manager	\$12,584	\$629					\$378		\$13,591	\$2,265	inc	inc	\$15,856
Sacramento Regional Transit System	Senior Manager Pension & Retirement Svcs	\$13,415								\$13,415	\$2,520	\$172	\$15	\$16,122
San Joaquin Regional Transit District	Human Resources Manager	\$10,833								\$10,833	\$2,390	\$145	\$24	\$13,392
Tahoe Transportation District	Human Resources/Risk Manager	\$11,093								\$11,093	\$1,320	\$95	\$21	\$12,529
El Dorado County Transit Authority	Human Resources Manager	\$9,202	\$920				\$500	\$33		\$10,656	\$3,216	inc	inc	\$13,872
	<b>Average</b>	<b>\$12,202</b>								<b>\$12,542</b>				<b>\$14,882</b>
	<b>% +/-</b>	<b>-32.6%</b>								<b>-17.7%</b>				<b>-7.3%</b>
	<b>Median</b>	<b>\$12,584</b>								<b>\$12,789</b>				<b>\$15,644</b>
	<b>% +/-</b>	<b>-36.8%</b>								<b>-20.0%</b>				<b>-12.8%</b>

Median Gain/Loss

16.7%

7.2%

**El Dorado County Transit Authority  
Human Resources Manager**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	No Comparable Class								
Gold Coast Transit District	Human Resources & Risk Manager	\$2,371	2.7@55	\$14,886	8	6		14	28
Golden Empire Transit District	Director of Human Resources	\$926		\$18,860	7	7		20	34
Mendocino Transit Authority	Human Resources Director	\$917	2@60	\$12,686	7	9		13	29
Monterey-Salinas Transit District	Director of Human Resources/Risk Mgmt	\$2,621	2@55	\$20,800	9		5	23	37
Placer County	Human Resources Manager	\$4,444	2@55	\$20,088	9	8	8	17	42
Roseville	Human Resources Manager	\$4,505	2.7@55	\$20,361	8	8	8	13	38
Sacramento Regional Transit System	Senior Manager Pension & Retirement Svcs	\$5,791	2.5@60	\$21,913	8	8		20	36
San Joaquin Regional Transit District	Human Resources Manager	\$1,083		\$14,476	8	8		20	36
Tahoe Transportation District	Human Resources/Risk Manager	\$1,331		\$13,861	8	2		13	23
El Dorado County Transit Authority	Human Resources Manager	\$1,220	2@55	\$15,092	9	8	7	13	37
	<b>Average</b>			<b>\$17,548</b>					<b>33.6</b>
	<b>% +/-</b>			<b>-16.3%</b>					<b>10.2%</b>
	<b>Median</b>			<b>\$18,860</b>					<b>36.0</b>
	<b>% +/-</b>			<b>-25.0%</b>					<b>3.9%</b>

-12.2%

**El Dorado County Transit Authority  
Maintenance And Facilities Supervisor**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits			
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.
Amador Transit	No Comparable Class												
Gold Coast Transit District	Maintenance Supervisor	\$7,413	\$445	\$19				\$148	\$8,024	\$1,729	inc	inc	\$9,753
Golden Empire Transit District	Vehicle Maintenance Supervisor	\$7,800		\$15		\$50	\$75		\$7,940	\$2,284	\$67	\$17	\$10,308
Mendocino Transit Authority	Maintenance Manager	\$10,296	\$347				\$566		\$11,209	\$1,773	\$49	\$17	\$13,049
Monterey-Salinas Transit District	Fleet Supervisor	\$8,034	\$80						\$8,114	\$3,135			\$11,249
Placer County	Mechanic Supervising	\$8,396		\$29					\$8,425	\$2,798	\$50	\$7	\$11,280
Roseville	Facilities Supervisor	\$9,354	\$468					\$281	\$10,102	\$2,265	inc	inc	\$12,367
Sacramento Regional Transit System	Maintenance Supervisor - Bus	\$10,689							\$10,689	\$2,520	\$172	\$15	\$13,396
San Joaquin Regional Transit District	[Maintenance Supervisor/ Facilities Supervisor]	\$8,750							\$8,750	\$2,390	\$145	\$24	\$11,309
Tahoe Transportation District	Fleet & Facilities Supervisor	\$7,851							\$7,851	\$1,320	\$95	\$21	\$9,287
El Dorado County Transit Authority	Maintenance And Facilities Supervisor	\$7,188	\$539						\$7,727	\$3,216	inc	inc	\$10,943
	<b>Average</b>	<b>\$8,731</b>							<b>\$9,012</b>				<b>\$11,333</b>
	<b>% +/-</b>	<b>-21.5%</b>							<b>-16.6%</b>				<b>-3.6%</b>
	<b>Median</b>	<b>\$8,396</b>							<b>\$8,425</b>				<b>\$11,280</b>
	<b>% +/-</b>	<b>-16.8%</b>							<b>-9.0%</b>				<b>-3.1%</b>

Median Gain/Loss

7.8%

6.0%

**El Dorado County Transit Authority  
Maintenance And Facilities Supervisor**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	No Comparable Class								
Gold Coast Transit District	Maintenance Supervisor	\$1,788	2.7@55	\$11,541	8	6		14	28
Golden Empire Transit District	Vehicle Maintenance Supervisor	\$468		\$10,776	7	7		20	34
Mendocino Transit Authority	Maintenance Manager	\$1,040	2@60	\$14,089	7	9		13	29
Monterey-Salinas Transit District	Fleet Supervisor	\$1,414	2@55	\$12,663	9		5	23	37
Placer County	Mechanic Supervising	\$2,946	2@55	\$14,226	9	8		17	34
Roseville	Facilities Supervisor	\$3,349	2.7@55	\$15,716	8	8	8	13	38
Sacramento Regional Transit System	Maintenance Supervisor - Bus	\$4,615	2.5@60	\$18,011	8	8		20	36
San Joaquin Regional Transit District	[Maintenance Supervisor/ Facilities Supervisor]	\$875		\$12,184	8	8		20	36
Tahoe Transportation District	Fleet & Facilities Supervisor	\$942		\$10,229	8	2		13	23
El Dorado County Transit Authority	Maintenance And Facilities Supervisor	\$953	2@55	\$11,897	9	8		13	31
	<b>Average</b>			<b>\$13,270</b>					<b>32.7</b>
	<b>% +/-</b>			<b>-11.5%</b>					<b>-6.2%</b>
	<b>Median</b>			<b>\$12,663</b>					<b>34.0</b>
	<b>% +/-</b>			<b>-6.4%</b>					<b>-10.4%</b>

-3.4%

**El Dorado County Transit Authority  
Maintenance Technician**

Survey Agency	Comparable Class	Range Max.	Cash Supplements						Insurance Benefits				
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.
Amador Transit	No Comparable Class												
Gold Coast Transit District	Maintenance Material Specialist	\$5,030	\$302	\$17				\$101	\$5,449	\$1,900	inc	inc	\$7,349
Golden Empire Transit District	Utility Worker	\$5,772		\$15		\$50	\$75		\$5,912	\$1,425	inc		\$7,337
Mendocino Transit Authority	No Comparable Class												
Monterey-Salinas Transit District	Facilities Technician II	\$6,209		\$21					\$6,230	\$3,135			\$9,365
Placer County	Equipment Service Worker II	\$5,682		\$29					\$5,711	\$2,798	\$50	\$7	\$8,566
Roseville	Building Maintenance Worker II	\$6,853	\$343					\$206	\$7,401	\$2,265	inc	inc	\$9,666
Sacramento Regional Transit System	Facilities Maintenance Mechanic	\$6,753							\$6,753	\$2,520	\$172	\$15	\$9,460
San Joaquin Regional Transit District	Facilities Technician B	\$5,704							\$5,704	\$2,390	\$145	\$24	\$8,263
Tahoe Transportation District	Parts Technician	\$4,749						\$142	\$4,892	\$619	inc	inc	\$5,511
El Dorado County Transit Authority	Maintenance Technician	\$4,843	\$363						\$5,206	\$3,216	inc	inc	\$8,423
	<b>Average</b>	<b>\$5,844</b>							<b>\$6,007</b>				<b>\$8,190</b>
	<b>% +/-</b>	<b>-20.7%</b>							<b>-15.4%</b>				<b>2.8%</b>
	<b>Median</b>	<b>\$5,738</b>							<b>\$5,811</b>				<b>\$8,415</b>
	<b>% +/-</b>	<b>-18.5%</b>							<b>-11.6%</b>				<b>0.1%</b>

Median Gain/Loss

6.9%

11.7%

**El Dorado County Transit Authority  
Maintenance Technician**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	No Comparable Class								
Gold Coast Transit District	Maintenance Material Specialist	\$1,213	2.7@55	\$8,562	8	6		14	28
Golden Empire Transit District	Utility Worker	\$346		\$7,683	7	7		20	34
Mendocino Transit Authority	No Comparable Class								
Monterey-Salinas Transit District	Facilities Technician II	\$1,093	2@55	\$10,457	9			23	31
Placer County	Equipment Service Worker II	\$1,994	2@55	\$10,560	9	8		17	34
Roseville	Building Maintenance Worker II	\$2,453	2.7@55	\$12,120	8	8	4	13	33
Sacramento Regional Transit System	Facilities Maintenance Mechanic	\$2,185	2.5@60	\$11,645	8	8		20	36
San Joaquin Regional Transit District	Facilities Technician B	\$570		\$8,834	8	8		20	36
Tahoe Transportation District	Parts Technician	\$570		\$6,081	8	2		13	23
El Dorado County Transit Authority	Maintenance Technician	\$642	2@55	\$9,065	9	8		13	31
	<b>Average</b>			<b>\$9,493</b>					<b>32.0</b>
	<b>% +/-</b>			<b>-4.7%</b>					<b>-3.9%</b>
	<b>Median</b>			<b>\$9,646</b>					<b>33.5</b>
	<b>% +/-</b>			<b>-6.4%</b>					<b>-8.7%</b>

-6.5%

**El Dorado County Transit Authority  
Office Assistant II**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits				
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.	
Amador Transit	TC Clerk/MM Assistant	\$3,326	\$499	\$8						\$3,834	\$800	\$40	\$7	\$4,680
Gold Coast Transit District	Customer Service Assistant	\$4,644	\$279	\$17				\$93		\$5,032	\$1,900	inc	inc	\$6,932
Golden Empire Transit District	Receptionist	\$4,333		\$15		\$50	\$75			\$4,473	\$2,284	\$67	\$17	\$6,841
Mendocino Transit Authority	Office Assistant	\$5,859	\$347				\$322			\$6,528	\$1,773	\$49	\$17	\$8,367
Monterey-Salinas Transit District	Customer Service Representative	\$4,667	\$47							\$4,713	\$3,135			\$7,848
Placer County	Administrative Clerk - Journey	\$4,354		\$63						\$4,417	\$2,798	\$50	\$7	\$7,271
Roseville	Office Assistant II	\$4,903	\$245				\$147			\$5,295	\$2,265	inc	inc	\$7,560
Sacramento Regional Transit System	Customer Service Representative	\$4,593							-\$138	\$4,456	\$2,520	\$172	\$15	\$7,162
San Joaquin Regional Transit District	Administrative Assistant	\$4,710								\$4,710	\$2,390	\$145	\$24	\$7,269
Tahoe Transportation District	Office Assistant	\$4,235								\$4,235	\$1,320	\$95	\$21	\$5,671
El Dorado County Transit Authority	Office Assistant II	\$4,176	\$313							\$4,489	\$3,216	inc	inc	\$7,706
	<b>Average</b>	<b>\$4,562</b>								<b>\$4,769</b>				<b>\$6,960</b>
	<b>% +/-</b>	<b>-9.3%</b>								<b>-6.2%</b>				<b>9.7%</b>
	<b>Median</b>	<b>\$4,618</b>								<b>\$4,591</b>				<b>\$7,215</b>
	<b>% +/-</b>	<b>-10.6%</b>								<b>-2.3%</b>				<b>6.4%</b>

Median Gain/Loss

8.3%

8.6%



**El Dorado County Transit Authority  
Office Assistant II**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	TC Clerk/MM Assistant	\$394	2@55	\$5,074	7	8		11	27
Gold Coast Transit District	Customer Service Assistant	\$1,120	2.7@55	\$8,052	8	6		14	28
Golden Empire Transit District	Receptionist	\$260		\$7,101	7	7		20	34
Mendocino Transit Authority	Office Assistant	\$592	2@60	\$8,959	7	9		13	29
Monterey-Salinas Transit District	Customer Service Representative	\$821	2@55	\$8,670	9			23	32
Placer County	Administrative Clerk - Journey	\$1,528	2@55	\$8,799	9	8		17	34
Roseville	Office Assistant II	\$1,755	2.7@55	\$9,316	8	8	4	13	33
Sacramento Regional Transit System	Customer Service Representative	\$1,408	2.5@60	\$8,570	8	8		20	36
San Joaquin Regional Transit District	Administrative Assistant	\$471		\$7,740	8	8		20	36
Tahoe Transportation District	Office Assistant	\$508		\$6,179	8	2		13	23
El Dorado County Transit Authority	Office Assistant II	\$554	2@55	\$8,259	9	8		13	31
	<b>Average</b>			<b>\$7,846</b>					<b>31.2</b>
	<b>% +/-</b>			<b>5.0%</b>					<b>-1.2%</b>
	<b>Median</b>			<b>\$8,311</b>					<b>32.5</b>
	<b>% +/-</b>			<b>-0.6%</b>					<b>-5.7%</b>

-7.0%

**El Dorado County Transit Authority  
Operations Manager**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits				
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.	
Amador Transit	Maintenance Manager	\$6,189	\$928	\$8						\$7,125	\$1,624	\$51	\$9	\$8,809
Gold Coast Transit District	Operations Manager	\$11,289	\$677					\$226		\$12,192	\$1,900	inc	inc	\$14,092
Golden Empire Transit District	Operations Manager	\$9,707		\$15		\$50	\$75			\$9,846	\$2,284	\$67	\$17	\$12,214
Mendocino Transit Authority	Operations Manager	\$9,996	\$347				\$550			\$10,893	\$1,773	\$49	\$17	\$12,732
Monterey-Salinas Transit District	Transportation Manager	\$11,636	\$116							\$11,752	\$3,135			\$14,887
Placer County	Transportation Systems Supervisor - Senior	\$9,499		\$29						\$9,528	\$2,798	\$50	\$7	\$12,383
Roseville	Alternative Transportation Manager	\$14,803	\$740					\$444		\$15,987	\$2,265	inc	inc	\$18,252
Sacramento Regional Transit System	Transportation Superintendent - Bus	\$11,976								\$11,976	\$2,520	\$172	\$15	\$14,683
San Joaquin Regional Transit District	Transportation Superintendent	\$14,167								\$14,167	\$2,390	\$145	\$24	\$16,726
Tahoe Transportation District	Operations General Manager	\$10,558								\$10,558	\$1,320	\$95	\$21	\$11,995
El Dorado County Transit Authority	Operations Manager	\$10,157	\$1,016			\$500	\$33			\$11,706	\$3,216	inc	inc	\$14,922
	<b>Average</b>	<b>\$10,982</b>								<b>\$11,402</b>				<b>\$13,677</b>
	<b>% +/-</b>	<b>-8.1%</b>								<b>2.6%</b>				<b>8.3%</b>
	<b>Median</b>	<b>\$10,924</b>								<b>\$11,322</b>				<b>\$13,412</b>
	<b>% +/-</b>	<b>-7.5%</b>								<b>3.3%</b>				<b>10.1%</b>

Median Gain/Loss

10.8%

6.8%

**El Dorado County Transit Authority  
Operations Manager**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	Maintenance Manager	\$733	2@55	\$9,541	7	8		11	27
Gold Coast Transit District	Operations Manager	\$2,723	2.7@55	\$16,815	8	6		14	28
Golden Empire Transit District	Operations Manager	\$582		\$12,797	7	7		20	34
Mendocino Transit Authority	Operations Manager	\$1,010	2@60	\$13,742	7	9		13	29
Monterey-Salinas Transit District	Transportation Manager	\$2,048	2@55	\$16,935	9		5	23	37
Placer County	Transportation Systems Supervisor - Senior	\$3,333	2@55	\$15,716	9	8		17	34
Roseville	Alternative Transportation Manager	\$5,299	2.7@55	\$23,552	8	8	8	13	38
Sacramento Regional Transit System	Transportation Superintendent - Bus	\$5,170	2.5@60	\$19,853	8	8		20	36
San Joaquin Regional Transit District	Transportation Superintendent	\$1,417		\$18,142	8	8		20	36
Tahoe Transportation District	Operations General Manager	\$1,267		\$13,262	8	2		13	23
El Dorado County Transit Authority	Operations Manager	\$1,347	2@55	\$16,269	9	8	7	13	37
	<b>Average</b>			<b>\$16,035</b>					<b>32.1</b>
	<b>% +/-</b>			<b>1.4%</b>					<b>14.2%</b>
	<b>Median</b>			<b>\$16,266</b>					<b>33.9</b>
	<b>% +/-</b>			<b>0.0%</b>					<b>9.4%</b>

-10.1%

**El Dorado County Transit Authority  
Planning & Marketing Manager**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits			
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.
Amador Transit	No Comparable Class												
Gold Coast Transit District	Communications and Marketing Manager	\$9,256	\$555					\$185	\$9,996	\$1,900	inc	inc	\$11,896
Golden Empire Transit District	Director of Marketing	\$15,427		\$15		\$50	\$75		\$15,566	\$2,284	\$67	\$17	\$17,934
Mendocino Transit Authority	No Comparable Class												
Monterey-Salinas Transit District	Planning Manager	\$10,033	\$100						\$10,134	\$3,135			\$13,269
Placer County	No Comparable Class												
Roseville	No Comparable Class												
Sacramento Regional Transit System	No Comparable Class												
San Joaquin Regional Transit District	No Comparable Class												
Tahoe Transportation District	No Comparable Class												
El Dorado County Transit Authority	Planning & Marketing Manager	\$8,336	\$834			\$500	\$33		\$9,703	\$3,216	inc	inc	\$12,919
	<b>Average</b>	<b>\$11,572</b>							<b>\$11,899</b>				<b>\$14,366</b>
	<b>% +/-</b>	<b>-38.8%</b>							<b>-22.6%</b>				<b>-11.2%</b>
	<b>Median</b>	<b>\$10,033</b>							<b>\$10,134</b>				<b>\$13,269</b>
	<b>% +/-</b>	<b>-20.4%</b>							<b>-4.4%</b>				<b>-2.7%</b>

Median Gain/Loss

15.9%

1.7%

**El Dorado County Transit Authority  
Planning & Marketing Manager**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	No Comparable Class								
Gold Coast Transit District	Communications and Marketing Manager	\$2,233	2.7@55	\$14,129	8	6		14	28
Golden Empire Transit District	Director of Marketing	\$926		\$18,860	7	7		20	34
Mendocino Transit Authority	No Comparable Class								
Monterey-Salinas Transit District	Planning Manager	\$1,766	2@55	\$15,034	9		5	23	37
Placer County	No Comparable Class								
Roseville	No Comparable Class								
Sacramento Regional Transit System	No Comparable Class								
San Joaquin Regional Transit District	No Comparable Class								
Tahoe Transportation District	No Comparable Class								
El Dorado County Transit Authority	Planning & Marketing Manager	\$1,105	2@55	\$14,025	9	8	7	13	37
	<b>Average</b>			<b>\$16,008</b>					<b>32.8</b>
	<b>% +/-</b>			<b>-14.1%</b>					<b>12.3%</b>
	<b>Median</b>			<b>\$15,034</b>					<b>33.8</b>
	<b>% +/-</b>			<b>-7.2%</b>					<b>9.7%</b>

-4.5%

**El Dorado County Transit Authority  
Safety Coordinator**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits			
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.
Amador Transit	No Comparable Class												
Gold Coast Transit District	Operations Safety & Training Supervisor	\$7,413	\$445	\$19				\$148	\$8,024	\$1,729	inc	inc	\$9,753
Golden Empire Transit District	Safety and Training Coordinator	\$5,373		\$15		\$50	\$75		\$5,513	\$2,284	\$67	\$17	\$7,881
Mendocino Transit Authority	No Comparable Class												
Monterey-Salinas Transit District	Safety/Training Officer	\$8,034	\$80						\$8,114	\$3,135			\$11,249
Placer County	Safety Officer	\$9,877						\$125	\$10,002	\$2,798	\$50	\$7	\$12,857
Roseville	Safety Coordinator	\$9,696	\$485					\$291	\$10,472	\$2,265	inc	inc	\$12,737
Sacramento Regional Transit System	Safety Specialist II	\$8,880							\$8,880	\$2,520	\$172	\$15	\$11,587
San Joaquin Regional Transit District	Safety and Security Administrator	\$8,333							\$8,333	\$2,390	\$145	\$24	\$10,892
Tahoe Transportation District	No Comparable Class												
El Dorado County Transit Authority	Safety Coordinator	\$7,552	\$566						\$8,118	\$3,216	inc	inc	\$11,335
	<b>Average</b>	<b>\$8,229</b>							<b>\$8,477</b>				<b>\$10,994</b>
	<b>% +/-</b>	<b>-9.0%</b>							<b>-4.4%</b>				<b>3.0%</b>
	<b>Median</b>	<b>\$8,333</b>							<b>\$8,333</b>				<b>\$11,249</b>
	<b>% +/-</b>	<b>-10.3%</b>							<b>-2.6%</b>				<b>0.8%</b>

Median Gain/Loss

7.7%

3.4%

**El Dorado County Transit Authority  
Safety Coordinator**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	No Comparable Class								
Gold Coast Transit District	Operations Safety & Training Supervisor	\$1,788	2.7@55	\$11,541	8	6		14	28
Golden Empire Transit District	Safety and Training Coordinator	\$322		\$8,203	7	7		20	34
Mendocino Transit Authority	No Comparable Class								
Monterey-Salinas Transit District	Safety/Training Officer	\$1,414	2@55	\$12,663	9		5	23	37
Placer County	Safety Officer	\$3,466	2@55	\$16,323	9	8	8	17	42
Roseville	Safety Coordinator	\$3,471	2.7@55	\$16,208	8	8	8	13	38
Sacramento Regional Transit System	Safety Specialist II	\$3,833	2.5@60	\$15,420	8	8		20	36
San Joaquin Regional Transit District	Safety and Security Administrator	\$833		\$11,726	8	8		20	36
Tahoe Transportation District	No Comparable Class								
El Dorado County Transit Authority	Safety Coordinator	\$1,001	2@55	\$12,336	9	8		13	31
	<b>Average</b>			<b>\$13,155</b>					<b>35.8</b>
	<b>% +/-</b>			<b>-6.6%</b>					<b>-16.3%</b>
	<b>Median</b>			<b>\$12,663</b>					<b>36.3</b>
	<b>% +/-</b>			<b>-2.7%</b>					<b>-18.0%</b>

-3.4%

**El Dorado County Transit Authority  
Transit Dispatcher**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits				
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.	
Amador Transit	Dispatcher	\$3,853	\$578	\$8						\$4,440	\$800	\$40	\$7	\$5,286
Gold Coast Transit District	No Comparable Class													
Golden Empire Transit District	Dispatcher I/II	\$4,507		\$15		\$50	\$75			\$4,646	\$2,284	\$67	\$17	\$7,014
Mendocino Transit Authority	Dispatcher	\$5,358	\$347				\$295			\$5,999	\$1,755	\$47	\$6	\$7,806
Monterey-Salinas Transit District	Communication Systems Specialist	\$6,433	\$64							\$6,497	\$3,135			\$9,632
Placer County	Administrative Dispatcher	\$5,288		\$29						\$5,317	\$2,798	\$50	\$7	\$8,172
Roseville	No Comparable Class													
Sacramento Regional Transit System	Elk Grove Dispatcher	\$4,460							-\$134	\$4,326	\$2,520	\$172	\$15	\$7,033
San Joaquin Regional Transit District	Dispatcher	\$3,767								\$3,767	\$2,390	\$145	\$24	\$6,326
Tahoe Transportation District	Transit Dispatcher	\$4,056						\$122		\$4,178	\$619	inc	inc	\$4,796
El Dorado County Transit Authority	Transit Dispatcher	\$4,387	\$329							\$4,716	\$3,216	inc	inc	\$7,932
	<b>Average</b>	<b>\$4,715</b>								<b>\$4,896</b>				<b>\$7,008</b>
	<b>% +/-</b>	<b>-7.5%</b>								<b>-3.8%</b>				<b>11.6%</b>
	<b>Median</b>	<b>\$4,483</b>								<b>\$4,543</b>				<b>\$7,023</b>
	<b>% +/-</b>	<b>-2.2%</b>								<b>3.7%</b>				<b>11.5%</b>

Median Gain/Loss

5.9%

7.8%



**El Dorado County Transit Authority  
Transit Dispatcher**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	Dispatcher	\$456	2@55	\$5,743	7	8		11	27
Gold Coast Transit District	No Comparable Class								
Golden Empire Transit District	Dispatcher I/II	\$270		\$7,285	7	7		20	34
Mendocino Transit Authority	Dispatcher	\$541	2@60	\$8,348	7	9		13	29
Monterey-Salinas Transit District	Communication Systems Specialist	\$1,132	2@55	\$10,765	9			23	32
Placer County	Administrative Dispatcher	\$1,856	2@55	\$10,027	9	8		17	34
Roseville	No Comparable Class								
Sacramento Regional Transit System	Elk Grove Dispatcher	\$1,367	2.5@60	\$8,400	8	8		20	36
San Joaquin Regional Transit District	Dispatcher	\$377		\$6,702	8	8		20	36
Tahoe Transportation District	Transit Dispatcher	\$487		\$5,283	8	2		13	23
El Dorado County Transit Authority	Transit Dispatcher	\$582	2@55	\$8,514	9	8		13	31
	<b>Average</b>			<b>\$7,819</b>					<b>31.3</b>
	<b>% +/-</b>			<b>8.2%</b>					<b>-1.7%</b>
	<b>Median</b>			<b>\$7,816</b>					<b>32.9</b>
	<b>% +/-</b>			<b>8.2%</b>					<b>-6.9%</b>

-3.3%

**El Dorado County Transit Authority  
Transit Operations Supervisor**

Survey Agency	Comparable Class	Range Max.	Cash Supplements							Insurance Benefits				
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.	
Amador Transit	Operations Supervisor	\$5,124	\$769	\$8						\$5,901	\$1,624	\$51	\$9	\$7,584
Gold Coast Transit District	Operations Supervisor	\$6,915	\$415	\$19				\$138		\$7,486	\$1,729	inc	inc	\$9,215
Golden Empire Transit District	Transportation Supervisor	\$6,587		\$15		\$50	\$75			\$6,726	\$2,284	\$67	\$17	\$9,094
Mendocino Transit Authority	Operations Supervisor	\$7,098	\$347					\$390		\$7,835	\$1,773	\$49	\$17	\$9,675
Monterey-Salinas Transit District	Operations Supervisor	\$7,485	\$75							\$7,560	\$3,135			\$10,695
Placer County	Transportation Supervisor	\$6,268		\$29						\$6,297	\$2,798	\$50	\$7	\$9,152
Roseville	Transit Operations Supervisor	\$10,666	\$533					\$320		\$11,519	\$2,265	inc	inc	\$13,784
Sacramento Regional Transit System	Transportation Supervisor	\$10,135								\$10,135	\$2,520	\$172	\$15	\$12,841
San Joaquin Regional Transit District	Transportation Supervisor	\$8,750								\$8,750	\$2,390	\$145	\$24	\$11,309
Tahoe Transportation District	Operations Supervisor	\$7,851								\$7,851	\$1,320	\$95	\$21	\$9,287
El Dorado County Transit Authority	Transit Operations Supervisor	\$6,353	\$476							\$6,829	\$3,216	inc	inc	\$10,046
	<b>Average</b>	<b>\$7,688</b>								<b>\$8,006</b>				<b>\$10,264</b>
	<b>% +/-</b>	<b>-21.0%</b>								<b>-17.2%</b>				<b>-2.2%</b>
	<b>Median</b>	<b>\$7,292</b>								<b>\$7,698</b>				<b>\$9,481</b>
	<b>% +/-</b>	<b>-14.8%</b>								<b>-12.7%</b>				<b>5.6%</b>

Median Gain/Loss

2.1%

18.3%

**El Dorado County Transit Authority  
Transit Operations Supervisor**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	Operations Supervisor	\$607	2@55	\$8,191	7	8		11	27
Gold Coast Transit District	Operations Supervisor	\$1,668	2.7@55	\$10,883	8	6		14	28
Golden Empire Transit District	Transportation Supervisor	\$395		\$9,489	7	7		20	34
Mendocino Transit Authority	Operations Supervisor	\$717	2@60	\$10,392	7	9		13	29
Monterey-Salinas Transit District	Operations Supervisor	\$1,317	2@55	\$12,013	9		5	23	37
Placer County	Transportation Supervisor	\$2,199	2@55	\$11,351	9	8		17	34
Roseville	Transit Operations Supervisor	\$3,818	2.7@55	\$17,603	8	8	8	13	38
Sacramento Regional Transit System	Transportation Supervisor	\$4,375	2.5@60	\$17,217	8	8		20	36
San Joaquin Regional Transit District	Transportation Supervisor	\$875		\$12,184	8	8		20	36
Tahoe Transportation District	Operations Supervisor	\$942		\$10,229	8	2		13	23
El Dorado County Transit Authority	Transit Operations Supervisor	\$842	2@55	\$10,888	9	8		13	31
	<b>Average</b>			<b>\$11,955</b>					<b>32.1</b>
	<b>% +/-</b>			<b>-9.8%</b>					<b>-4.3%</b>
	<b>Median</b>			<b>\$11,117</b>					<b>33.9</b>
	<b>% +/-</b>			<b>-2.1%</b>					<b>-10.2%</b>

-7.7%

**El Dorado County Transit Authority  
Transit Operator**

Survey Agency	Comparable Class	Range Max.	Cash Supplements						Insurance Benefits				
			Long.	Uniform	Educ. Inc.	Other	Def. Comp.	EE to ER/ER to EE Ret.	Base + Cash	Health	Dental	Vision	Base + Cash + Ins.
Amador Transit	Bus Operator	\$3,817	\$573	\$8					\$4,398	\$800	\$40	\$7	\$5,245
Mendocino Transit Authority	Transit Vehicle Operator	\$4,805	\$347				\$264		\$5,416	\$1,755	\$47	\$6	\$7,223
Monterey-Salinas Transit District	Coach Operator	\$5,912		\$40					\$5,952	\$3,135			\$9,087
Placer County	Bus Driver II	\$5,041		\$29					\$5,070	\$2,798	\$50	\$7	\$7,924
Sacramento Regional Transit System	Bus Operator	\$6,188						-\$186	\$6,002	\$2,520	\$172	\$15	\$8,709
San Joaquin Regional Transit District	Bus Operator	\$5,265		\$40					\$5,305	\$2,390	\$145	\$24	\$7,864
Tahoe Transportation District	Bus Operator	\$4,333					\$130		\$4,463	\$619	inc	inc	\$5,082
El Dorado County Transit Authority	Transit Operator	\$4,678	\$351	\$4					\$5,033	\$2,499			\$7,532
	<b>Average</b>	<b>\$5,052</b>							<b>\$5,229</b>				<b>\$7,305</b>
	% +/-	<b>-8.0%</b>							<b>-3.9%</b>				<b>3.0%</b>
	<b>Median</b>	<b>\$5,041</b>							<b>\$5,305</b>				<b>\$7,864</b>
	% +/-	<b>-7.7%</b>							<b>-5.4%</b>				<b>-4.4%</b>

Median Gain/Loss 2.3%

1.0%

**El Dorado County Transit Authority  
Transit Operator**

Survey Agency	Comparable Class	Retirement Benefits			Leave Benefits (Hrs Mo)				
		Emp. Ret.	Ret. Form.	Base + Cash + Ins. + Ret.	Hol	Sick	Admin	Vac Max	Total Leave
Amador Transit	Bus Operator	\$452	2@55	\$5,696	7	8		11	27
Mendocino Transit Authority	Transit Vehicle Operator	\$485	2@60	\$7,708	7	9		13	29
Monterey-Salinas Transit District	Coach Operator	\$1,041	2@55	\$10,127	9			23	31
Placer County	Bus Driver II	\$1,769	2@55	\$9,693	9	8		17	34
Sacramento Regional Transit System	Bus Operator	\$1,897	2.5@60	\$10,606	8	8		20	36
San Joaquin Regional Transit District	Bus Operator	\$527		\$8,390	8	8		20	36
Tahoe Transportation District	Bus Operator	\$520		\$5,602	8	2		13	23
El Dorado County Transit Authority	Transit Operator	\$620	2@55	\$8,153	9	8		13	31
	<b>Average</b>			<b>\$8,260</b>					<b>30.9</b>
	<b>% +/-</b>			<b>-1.3%</b>					<b>-0.2%</b>
	<b>Median</b>			<b>\$8,390</b>					<b>31.3</b>
	<b>% +/-</b>			<b>-2.9%</b>					<b>-1.8%</b>

1.5%

APPENDIX C  
SALARY RANGE RECOMMENDATIONS

**El Dorado Transit**  
**Salary Recommendations**  
**Option 1 - Benchmark Classes set to Market Median (50th Percentile) Base Salary**

Line	Classification Job Title	Current Range Max	Market Deviation	Recomm. Range Max	Percent Change	Internal Alignment/Salary Setting Rationale
1	Executive Director	\$ 13,660	-42.6%	\$ 19,481	42.6%	Benchmark; set to market
2	Planning & Marketing Manager	\$ 8,336	-20.4%	\$ 10,033	20.4%	Benchmark; set to market
3	Safety Coordinator	\$ 7,552	-10.3%	\$ 8,333	10.3%	Benchmark; set to market
4						
5	Finance Manager	\$ 9,667	-15.1%	\$ 11,128	15.1%	Benchmark; set to market
6	Fiscal Technician II	\$ 5,346	-3.2%	\$ 5,518	3.2%	Benchmark; set to market
7	Fiscal Technician I	\$ 4,609		\$ 4,798	4.1%	Approx. 15% below Fiscal Technician II
8						
9	Administrative Coordinator	\$ 5,756	-20.4%	\$ 6,928	20.4%	Benchmark; set to market
10	Office Assistant II	\$ 4,176	-10.6%	\$ 4,618	10.6%	Benchmark; set to market
11	Office Assistant I	\$ 3,782		\$ 4,199	11.0%	Approx. 10% below Office Assistant II
12						
13	Human Resources Manager	\$ 9,202		\$ 10,598	15.2%	Approx. 5% below Finance Manager
14						
15	Maintenance And Facilities Supervisor	\$ 7,188	-16.8%	\$ 8,396	16.8%	Benchmark; set to market
16	Equipment Technician II	\$ 5,900	-14.4%	\$ 6,752	14.4%	Benchmark; set to market
17	Equipment Technician I	\$ 5,346		\$ 6,138	14.8%	Approx. 10% below Equipment Technician II
18	Maintenance Technician	\$ 4,843	-18.5%	\$ 5,738	18.5%	Benchmark; set to market
19	Custodian	\$ 3,782	-18.2%	\$ 4,469	18.2%	Benchmark; set to market
20						
21	Operations Manager	\$ 10,157	-7.5%	\$ 10,924	7.5%	Benchmark; set to market
22	Transit Operations Supervisor	\$ 6,353	-14.8%	\$ 7,292	14.8%	Benchmark; set to market
23	Dispatch Supervisor	\$ 5,087		\$ 7,292	43.3%	Same as Transit Operations Supervisor
24	Transit Dispatcher	\$ 4,387	-2.2%	\$ 4,483	2.2%	Benchmark; set to market
25	Transit Operator	\$ 4,678	-12.6%	\$ 5,265	12.6%	Benchmark; set to market

SCS\* - Same as Current Salary

**El Dorado Transit**  
**Salary Recommendations**  
**Option 2 - Benchmark Classes set to Market Median (50th Percentile) Base+Cash**

Line	Classification Job Title	Current Range Max	Market Deviation	Recomm. Range Max	Percent Change	Internal Alignment/Salary Setting Rationale
1	Executive Director	\$ 13,660	-38.7%	\$ 18,942	38.7%	Benchmark; set to market
2	Planning & Marketing Manager	\$ 8,336	-4.4%	\$ 8,706	4.4%	Benchmark; set to market
3	Safety Coordinator	\$ 7,552	-2.6%	\$ 7,752	2.6%	Benchmark; set to market
4						
5	Finance Manager	\$ 9,667	-0.8%	\$ 9,741	0.8%	Benchmark; set to market
6	Fiscal Technician II	\$ 5,346	+3.3%	\$ 5,346	0.0%	Benchmark; set to market; SCS*
7	Fiscal Technician I	\$ 4,609		\$ 4,649	0.9%	Approx. 15% below Fiscal Technician II
8						
9	Administrative Coordinator	\$ 5,756	-23.4%	\$ 7,101	23.4%	Benchmark; set to market
10	Office Assistant II	\$ 4,176	-2.3%	\$ 4,271	2.3%	Benchmark; set to market
11	Office Assistant I	\$ 3,782		\$ 3,883	2.7%	Approx. 10% below Office Assistant II
12						
13	Human Resources Manager	\$ 9,202		\$ 9,278	0.8%	Approx. 5% below Finance Manager
14						
15	Maintenance And Facilities Supervisor	\$ 7,188	-9.0%	\$ 7,837	9.0%	Benchmark; set to market
16	Equipment Technician II	\$ 5,900	-8.2%	\$ 6,386	8.2%	Benchmark; set to market
17	Equipment Technician I	\$ 5,346		\$ 5,806	8.6%	Approx. 10% below Equipment Technician II
18	Maintenance Technician	\$ 4,843	-11.6%	\$ 5,406	11.6%	Benchmark; set to market
19	Custodian	\$ 3,782	-14.1%	\$ 4,314	14.1%	Benchmark; set to market
20						
21	Operations Manager	\$ 10,157	+3.3%	\$ 10,157	0.0%	Benchmark; set to market; SCS*
22	Transit Operations Supervisor	\$ 6,353	-12.7%	\$ 7,161	12.7%	Benchmark; set to market
23	Dispatch Supervisor	\$ 5,087		\$ 7,161	40.8%	Same as Transit Operations Supervisor
24	Transit Dispatcher	\$ 4,387	+3.7%	\$ 4,387	0.0%	Benchmark; set to market; SCS*
25	Transit Operator	\$ 4,678	-5.4%	\$ 4,931	5.4%	Benchmark; set to market

SCS\* - Same as Current Salary



**El Dorado Transit**  
**Salary Recommendations**  
**Option 3 - Benchmark Classes set to Market Median (50th Percentile) Total Compensation**

Line	Classification Job Title	Current Range Max	Market Deviation	Recomm. Range Max	Percent Change	Internal Alignment/Salary Setting Rationale
1	Executive Director	\$ 13,660	-29.1%	\$ 17,641	29.1%	Benchmark; set to market
2	Planning & Marketing Manager	\$ 8,336	-7.2%	\$ 8,936	7.2%	Benchmark; set to market
3	Safety Coordinator	\$ 7,552	-2.7%	\$ 7,752	2.7%	Benchmark; set to market
4						
5	Finance Manager	\$ 9,667	-3.9%	\$ 10,040	3.9%	Benchmark; set to market
6	Fiscal Technician II	\$ 5,346	+1.2%	\$ 5,346	0.0%	Benchmark; set to market; SCS*
7	Fiscal Technician I	\$ 4,609		\$ 4,649	0.9%	Approx. 15% below Fiscal Technician II
8						
9	Administrative Coordinator	\$ 5,756	-10.6%	\$ 6,366	10.6%	Benchmark; set to market
10	Office Assistant II	\$ 4,176	-0.6%	\$ 4,202	0.6%	Benchmark; set to market
11	Office Assistant I	\$ 3,782		\$ 3,820	1.0%	Approx. 10% below Office Assistant II
12						
13	Human Resources Manager	\$ 9,202		\$ 9,562	3.9%	Approx. 5% below Finance Manager
14						
15	Maintenance And Facilities Supervisor	\$ 7,188	-6.4%	\$ 7,651	6.4%	Benchmark; set to market
16	Equipment Technician II	\$ 5,900	+0.9%	\$ 5,900	0.0%	Benchmark; set to market; SCS*
17	Equipment Technician I	\$ 5,346		\$ 5,364	0.3%	Approx. 10% below Equipment Technician II
18	Maintenance Technician	\$ 4,843	-6.4%	\$ 5,153	6.4%	Benchmark; set to market
19	Custodian	\$ 3,782	-0.2%	\$ 3,791	0.2%	Benchmark; set to market
20						
21	Operations Manager	\$ 10,157	+0.0%	\$ 10,157	0.0%	Benchmark; set to market; SCS*
22	Transit Operations Supervisor	\$ 6,353	-2.1%	\$ 6,487	2.1%	Benchmark; set to market
23	Dispatch Supervisor	\$ 5,087	-16.2%	\$ 5,909	16.2%	Benchmark; set to market
24	Transit Dispatcher	\$ 4,387	+8.2%	\$ 4,387	0.0%	Benchmark; set to market; SCS*
25	Transit Operator	\$ 4,678	-2.9%	\$ 4,814	2.9%	Benchmark; set to market

SCS\* - Same as Current Salary

AGENDA ITEM 2 D  
Action Item

**MEMORANDUM**

**DATE:** June 6, 2024

**TO:** El Dorado County Transit Authority

**FROM:** Erik Bergren, Planning and Marketing Manager

**SUBJECT:** **Bus Parking Lot Improvements Design and Engineering Services**

**REQUESTED ACTION:**  
**BY MOTION,**

1. Award contract for the performance of **Bus Parking Lot Improvements Design and Engineering Services** per RFP # 23-02
2. Approve Purchase Order 29222
3. Authorize the Executive Director to enter into a Contract with Dokken Engineering for Design & Engineering Services as outlined in Dokken Engineering's proposal dated May 23, 2024.
4. Authorize Executive Director to approve a contingency of 10% above contract amount.

**BACKGROUND**

The improvement of the bus parking lot at the El Dorado County Transit Authority (El Dorado Transit) facility in Diamond Springs is included in the El Dorado Transit Capital Improvement Plan (CIP) as project No. 23-02 (2) which is included with the CIP report in this agenda. El Dorado Transit published a Request for Proposals (RFP) for Design & Engineering Services for the Bus Parking Lot Improvements Project in early May. This project would provide the engineering plans, specifications and estimates to install the necessary underground conduits from Commerce Way to the Lower Bus Parking Lot area, for future installation of plug-in electric vehicle chargers for Battery Electric Buses and would also completely rehabilitate the paving for the bus parking lot area.

**DISCUSSION**

In response to the RFP, Transit received one inquiry from Stantec Engineering asking for a time extension, and one complete proposal from Dokken Engineering by the May 23, 2024 deadline, with a Cost Proposal in the total amount of \$298,200. Transit staff and the project consultant Feild & Associates reviewed the content of the proposal made by Dokken on May 24, 2024, and concluded that several Optional Tasks proposed by Dokken were unnecessary. Deducting the Optional Tasks cost of \$86,650 leaves a balance of \$211,550.00 which would be an agreeable contract proposal amount for the proposed services.

Staff recommends that the Board award the contract for the performance of Bus Parking Lot Improvements Design and Engineering Services per RFP # 23-02 to Dokken Engineering, approve Purchase Order 29222, authorize the Executive Director to enter into a Contract with Dokken Engineering for Design & Engineering Services with the form and content of the Contract being subject to review and approval by the El Dorado Transit Legal Counsel, and authorize the Executive Director to approve a contingency of 10% above contract amount.

**FISCAL IMPACT**

*COST SUMMARY (ESTIMATE)*

	<u>Proposed Budget</u>
Bus Parking Lot Improvements Design & Engineering	\$810,000
10% Contingency	<u>\$ 81,436</u>
<i>Total Project Cost</i>	<i>\$891,436</i>

*FUNDING SOURCES*

SB1 State of Good Repair Grant FY 22/23	\$285,297
SB1 State of Good Repair Grant FY 23/24	\$297,741
SB1 State of Good Repair Grant FY 24/25	<u>\$308,398</u>
<i>Total Revenue</i>	<i>\$891,436</i>



May 23, 2024

El Dorado Transit  
6565 Commerce Way  
Diamond Springs, CA 95619  
Attn: Erik Bergren, Planning and Marketing Manager

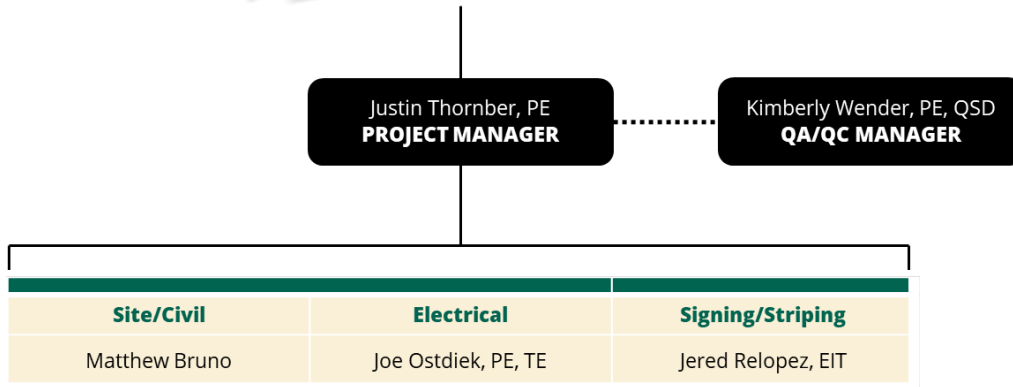
**RE: Design & Engineering Services for El Dorado Transit Bus Parking Lot**

Mr. Bergren:

Dokken Engineering appreciates the opportunity to continue being your trusted partner for the El Dorado Transit Bus Parking Lot project. The following proposal details our project understanding along with a scope of work to complete the project and a fee table with anticipated activities for the design and engineering services with estimated hours and fees by personnel. At this time, we have included optional services for Surveying and Geotechnical design and fees as other design costs (ODCs).


Established in 1986, Dokken Engineering is a multi-disciplinary civil, structural, and environmental services firm headquartered in Folsom, California. Since our founding, we have developed an exceptional depth of experience and expertise, having successfully completed more than 3,000 infrastructure projects, including public transit facilities, site design, roadways, flood control and drainage, structures, traffic electrical, environmental, and right of way projects across the state.


We have assembled a qualified team of engineers, technical experts and support staff who will support the delivery of the El Dorado Transit Bus Parking Lot project. Project Manager Justin Thornber, PE, has over 14 years of providing civil engineering services and expertise in design and construction and will serve as the principal contact for El Dorado County Transit Authority. Our team was selected based on experience with similar ongoing and recently completed projects and availability to focus on your project.



Thank you for the opportunity to submit on this exciting project and the opportunity to continue our working relationship with El Dorado County. The following pages include our project understanding, scope of work, and key staff resumes.

Sincerely,

  
Justin Thornber, PE  
Project Manager

  
Kimberly Wender, PE, QSD  
QA/QC Manager

## PROJECT UNDERSTANDING

### Existing Conditions

The location of the existing El Dorado Transit operations and maintenance facility is along Commerce Way in Diamond Springs. The site has limited space within the existing lot for reconfiguration and fueling currently occurs offsite. Buses enter the site from Commerce Way then make their way down the ramp to the rear lot for parking and maintenance.



We understand that there may be available topography files and survey data from preliminary engineering work. We will review available information for accuracy and identify additional needs to supplement design based on the final concept.

### Concept Report Assumptions

The existing diesel-powered fleet of 28 standard (35-ft long) and motor coach (45-ft long) buses, along with vans and cutaways for demand responsive service, are planned to be upgraded to Battery Electric Buses (BEBs). Current Pacific Gas & Electric (PG&E) electrical service transformers will need to be upgraded to provide adequate power supply to new plug-in electric vehicle chargers. Charging equipment should be set in place prior to the arrival of each BEB procurement through a phased approach to construction whereby the transformer upgrades and related electrical equipment would be built prior to completing the entire lot reconfiguration with installation of new plug-in electric vehicle chargers.

The charging capacity of each electric vehicle charger is based on vehicle size and assumed that 150 kW Charging Cabinets would be provided for Standard and Coach buses, 60 kW Charging Cabinets for Cutaways, and Level II Charging Cabinets for Vans and Staff Vehicles. From the Proposed Maintenance Facility Modifications section:

*The following summarizes the proposed improvements for the ground-mounted dispensers (Figure 21):*

- *A new 1,500 kVA transformer*
- *A switchboard to provide adequate additional power to the facility, along with associated equipment pads and bollards.*
- *A new 1,500 kW generator with 800 gallons of onsite diesel fuel storage (or 2,000 gallons of LPG) in order to support 100% bus service for one day. Alternatively, the generator could be fueled using pipeline natural gas if infrastructure is readily available near the facility.*
- *A minimum of 9-150 kW vehicle chargers with a 1:3 charger-to-dispenser ratio to serve a maximum of 24 active (in revenue service) electric coaches and 35-ft buses, a minimum of 7-60 kW vehicle chargers with a 1:2 charger-to-dispenser ratio to serve a maximum of 14 cutaways, and a minimum of 10 Level II (12 kW) light-duty chargers with two dispensers each for 10 non-revenue vehicles and 10 vans.*
  - *Equipment pads and associated bollard protection around chargers and dispensers*
  - *Power main feeder and sub feeders*



We concur with the initial layout of the proposed lot, including electrical equipment upgrades within the northwest corner of the lot as well as phasing to construct that area of lot improvements before reconfiguring the rest of the lot. There may be alternative lot layouts that allow greater mobility of vehicles, or more efficient charger spacing, which we can explore during preliminary concept design.

### **Additional Design Considerations**

Grid Connection Upgrades – Existing electrical service points of connection and available power supply will need to be fully evaluated with PG&E based on final service load needs and an analysis of the local power distribution system. Typical load requirements for electric bus charging facilities can range from 2MW to 5MW, pending charging units and fleet sizes.

Communication Infrastructure – Data communication within the charging system will include wiring between chargers and dispensers, as well as between each charger and a local data switch. Due to challenges associated with various types of wiring, fiber optic cable may be proposed for longer conduit runs, i.e. chargers furthest from the local data switch. Data can either be contained within the local network and managed by EDT or routed to a cloud-based system with allowable access and approval of security features that necessitate outside entities operating within EDT's local network.

Fire Protection Considerations – Potential changes in policy could impact future needs for fire protection, pending final decisions on charging units and site configuration. Examples include spacing of bus parking whereby fire departments may want more access between stalls, or relative locations of charging units to electrical power supply for heat disbursement. At this time, we do not see a need for enhanced fire protection systems at this site, however reviews by State Fire Marshal will ultimately be needed to help gain approval of proposed improvements.

Backup Planning – Potential grid outages could severely impact daily operating procedures and as such a robust backup system should be in place to prepare for emergencies. A battery electric storage system (BESS) can be considered to provide temporary relief. However, there currently isn't a significant cost benefit for agencies to go this route. Alternatively, most agencies deploying BEBs deploy backup generator systems utilizing fossil fuels in emergency situations. Emergency fuel storage can be provided by including a storage tank on the site, or potentially serviced by local gas providers. A permanent generator on-site will require an additional permit by the AQMD with annual limitations, whereas a temporary mobile generator that has been certified by the CARB would not have the same permit requirements.

### **Implementation**

First our team will collect and review existing documents provided by EDT that are pertinent to this site, including facility as-built drawings, facility's current bus parking layout, and existing fleet inventory. After the existing documentation is reviewed, a ZEB checklist will be developed to document key findings for both the existing facility and proposed on-site operations. An in-person site tour will be conducted to acquire missing data not ascertainable from the received existing condition documentation and previous operational discussions.

Upon reviewing the existing site operational and facility information with the documented understanding of preferred future ZEB operational needs and holding meetings with an in-person Concept Design Workshop, master site layouts will be developed for up to three site layout alternatives considering vehicle turning movements, maintenance needs, accessibility, and future expansion. With an agreed upon concept design our team will move forward with preliminary engineering and preparation of draft construction documents. We will track quantities and unit costs to give an accurate engineer's estimate with each plan set submittal. Final construction documents, including plans, specifications, and estimate will be prepared for bidding and construction support can be provided.

It should be noted that we are continuing to see long lead times when acquiring electrical equipment, such as conductors, transformers, and charging cabinets, associated with electrical vehicle charging systems. PG&E is likely experiencing similar impacts to schedules and as such the timeline to implement proposed improvements should consider these long lead times to acquire electrical equipment.

## SCOPE OF WORK

### TASK 1 – PROJECT MANAGEMENT AND MEETINGS

#### **Subtask 1.1 Meetings and Coordination**

Dokken will organize, attend, and facilitate meetings to provide progress updates and coordination between stakeholders, El Dorado County Transit Authority (Transit), and technical disciplines. For each meeting, The Dokken Team will provide meeting notices, prepare agenda / meeting materials, and prepare meeting minutes. The following meetings are anticipated for this project:

**Kickoff Meeting (1):** At the start of the project, The Dokken Team will organize a kickoff meeting with all key personnel, design team members, Transit staff, and other stakeholder of the project. The kickoff meeting ensures that everyone on the project team is on the same page and functioning with the same understanding regarding project delivery, schedule, coordination efforts, and execution.

**PDT Meetings (4):** The Project Development Team (PDT) meetings will serve as the primary forum for reviewing the status of the project and identifying and resolving project design issues. Attendees are anticipated to include Transit staff, Pacific Gas & Electric (PG&E), and Dokken Engineering. Throughout the anticipated duration of the project, The Dokken Team plans to hold four (4) formal PDT meetings to review document submittals, resolve design issues, discuss Transit comments, discuss project progress, and address any other concerns.

**Stakeholder Meetings:** Stakeholder meetings will serve as the primary forum for reviewing the status of the project and presenting project design details to property and utility owners. Attendees are anticipated to include Transit, PG&E, El Dorado County, Coloma Lotus Advisory Committee, El Dorado County Air Quality Management District, Dokken Engineering, Shingles Spring Alliance, and any other interested entities.

#### **Subtask 1.2 Project Administration**

Dokken will monitor and control the progress of proposed services as follows: Setup a project accounting system; Prepare Monthly Progress Reports; Prepare a Quality Control Plan; Prepare, monitor, and adjust CPM Schedule monthly.

**Task 1 Deliverables:** *Meeting Agenda; Minutes; Action Items; Progress Reports; Project Schedules; Quality Control Plan*

### TASK 2 – PRELIMINARY ENGINEERING

#### **Subtask 2.1 Utility Coordination and Conflict Resolution**

Dokken's utility coordination process matches the state and federally approved process and involves sending out letters to request as-builts for existing utility information. Follow-up letters will be mailed to each utility company with potential conflicts to facilities within the limits of the project. Dokken will meet with the utility companies (as needed) to discuss potential conflicts with the proposed improvements or service points. When utilities cannot be protected, Dokken will request relocation plans and coordinate relocation schedules. Finally, Dokken will send out Notice to Owner Letters notifying utility companies of project construction timelines to coordinate relocations or adjustments.

#### **Subtask 2.2 Preliminary Concept Exhibits and Estimate**

The Preliminary Concept Exhibits will be used to ensure that the proposed improvements are on the correct path towards detailed designs. Dokken will prepare up to three (3) alternatives to help the Transit team finalize the layout prior to proceeding to the 60% design. After the layout is finalized, a preliminary cost estimate will be prepared to identify construction and coordination costs with contingency.

**Task 2 Deliverables:** *Preliminary Concept Exhibits & Estimates; Utility Letters; Utility Relocation Exhibits*



### **TASK 3 – SURVEY/MAPPING & GEOTECH (OPTIONAL TASK)**

#### **Subtask 3.1 Topographic Surveying and Mapping (Optional)**

Aerial and ground topographic data collection will be utilized to provide ground elevations to support 1' contours, surface evidence of utilities, including sewer and storm drain manhole dips, utility meters with identification data where available, typical planimetric features including signs, fences, walls and trees.

#### **Subtask 3.2 Right of Way Retracement and Mapping (Optional)**

Mapping and documentation will be attained from the Transit team to survey and map all adjoining properties within the project limits. Preliminary Title Reports will be secured, as needed, for development of the right of way mapping. Field surveys will be performed to locate monuments, pins, wells, and other boundary markers necessary to resolve and map adjoining parcels.

#### **Subtask 3.3 Geotechnical Investigation and Report (Optional)**

Prior to field work, the locations of the test pits will be field marked and submitted to Underground Service Alert Southern California, Dig Alert, for utility locating, as required. Geotechnical borings will be explored to make recommendations for roadway structural sections, excavation requirements, and potential retaining wall foundations. The Draft Geotechnical Report will be submitted at the 60% submittal and will be finalized upon completion of the 95% submittal.

*Task 3 Deliverables: Geotechnical Report (optional); Right of Way and Topo Cad base files (optional)*

### **TASK 4 – IMPROVEMENT PLANS, CONTRACT SPECIFICATIONS, AND ESTIMATE (PS&E)**

#### **Subtask 4.1 60% Plans, Specifications and Estimate**

The 60% design effort will include all plan sheets required for construction with a 60% level of detail. Dokken will prepare a preliminary construction cost estimate based on the 60% plans. The preliminary construction estimate will include a list of all bid items, unit cost, contingencies, and total construction cost. A preliminary specifications outline will be prepared during this phase of the project.

#### **Subtask 4.2 90% Plans, Specifications and Estimate**

The Dokken Team will review and respond to any Transit comments from the 60% plan submittal. Once all comments are addressed, Dokken will continue with the design effort to reach the 90% level of detail. Dokken will prepare a revised construction cost estimate based on Transit staff comments and the 90% plans. Any major changes in unit items or unit costs from the 60% submittal will be identified and shared with the Transit team. General and technical special provisions per El Dorado County Transit Authority requirements will be prepared during this phase of the project.

#### **Subtask 4.3 95% Plans, Specifications and Estimate**

The Dokken Team will review and respond to any Transit comments from the 90% plan submittal. Once all comments are addressed, Dokken will continue with the design effort to 95% level of detail. Dokken will prepare a revised construction cost estimate based on Transit comments and the 95% plans. Any major changes in unit items or unit costs from the 90% submittal will be identified and shared with the Transit team.

#### **Subtask 4.4 Final Plans, Specifications and Estimate**

After the Transit team completes its review of the 95% plans, Dokken will address all comments and prepare Final Signed and Sealed plans ready for bid. Dokken will review the final construction estimate with the Transit team and will prepare the Final Bid Schedule to be included with the final specifications. Dokken will provide AutoCAD files for all plan sheets via file share (MS-OneDrive) link.

*Task 4 Deliverables: 60% PS&E Submittal; 90% PS&E Submittal; 95% PS&E Submittal; Final Submittal*

### **TASK 5 – CONSTRUCTION SUPPORT SERVICES**

#### **Subtask 5.1 Bidding Support Services**

Dokken will attend the Pre-Bid Meeting and will be available during the bidding phase of the project to assist the Transit team with providing responses to bidder inquiries and an analysis of the bids as needed. Revisions to plans as needed to adequately address bidder inquiries are included in this task along with a final compilation of post-bid and pre-construction conformed plans for records.

**Pre-Bid Meeting (1):** At the completion of the project, The Dokken Team will work with Transit to schedule and organize a pre-bid meeting with all key personnel, prospective bidders, and stakeholder representatives on the project. The purpose of this meeting will be to review the bid package and any bidder inquiries and ensures that bidders have all received the proper bid documents and have all their questions answered.

**Subtask 5.2 Construction Support Services**

Dokken will be available during the construction phase of the project to assist the Transit with providing responses to the Resident Engineer and Contractor Requests for Information (RFIs), Contractor Submittal Reviews, and preparation of Contract Change Orders (CCOs) as needed.

**Subtask 5.3 As-Built Plan Preparation**

After construction is completed, Dokken will collect redlines from the contractor and will submit As-Built drawing to Transit.

*Task 5 Deliverables: Bid Analysis; RFI Responses; Submittal Reviews; CCO Packages; As-Built Plans*

## RESUMES


**JUSTIN THORNER, PE**  
**PROJECT MANAGER**

Mr. Thornber has a demonstrated history of civil design excellence specifically with roadway, ADA compliance, site development, mass/precise grading, and construction support. Mr. Thornber is a member of the American Society of Civil Engineers (ASCE) and currently serves as the webmaster for the San Diego section. Mr. Thornber is proficient using AutoCAD Civil 3D, Microstation, ArcMAP, Flowmaster, Bluebeam, and Projectwise.

**EXPERIENCE**

**South Bay ZEB Infrastructure, Chula Vista, CA** | This project involves retrofitting the existing MTS South Bay Maintenance Facility in Chula Vista to include new Battery Electric Bus (BEB) infrastructure that is scalable/modular while maintaining current facility operations. More specifically, the proposed improvements are the first phase of MTS's Regional Plan to replace the existing fleet with electric buses over the next 20 years. Mr. Thornber provided construction support including response to RFIs and review of submittals.

**Imperial Ave ZEB Infrastructure, San Diego, CA** | The project involves completing schematic design, design development, and final engineering for phase 1 of the new Battery Electric Bus (BEB) infrastructure at MTS's Imperial Avenue Division. The proposed infrastructure is the first phase of MTS's Master plan to replace the existing CNG bus fleet with electric buses over the next 20 years. Mr. Thornber led the roadway design team for layout recommendations and schematic design.

**Clean Transit Advancement Campus, San Diego, CA** | MTS is in the process of obtaining five contiguous parcels in order to construct a new Division 6. This project involves evaluating multiple conceptual site layouts, creating a concept level summary memo, and a rough of order of magnitude cost estimate. The final report included the top two preferred alternatives for the site. Mr. Thornber completed the existing site research, including existing easements, and evaluated the earthwork and retaining wall requirements for each layout.

**Iris Rapid Bus Route Corridor, San Diego, CA** | This project involves completing the corridor and station design for the Iris Rapid bus route. The new bus route extends from Otay Mesa Transit Center to Imperial Beach, connecting both areas to the UC San Diego Blue Line at the Iris Avenue Transit Center. The project includes improvements to the existing transit center located at Iris Ave near 30<sup>th</sup> street. Mr. Thornber provided construction support including response to RFIs and review of submittals.

**San Pablo Avenue Streetscape Phases I & II, Palm Desert, CA** | Mr. Thornber was responsible for preparing the ATP cycle 4 grant application for San Pablo Avenue. He designed driveways and curb ramps along the San Pablo corridor. He developed the cost estimate separated by funding source to aid with funding decisions. He reduced construction cost by recommending grind and overlay work, instead of full depth removal, between Royal Palm Drive and Fred Waring Drive. He developed solutions to potential right of way issues with the shop owners. He coordinated with CWVD to revise limits of work near San Gorgonio to reduce water meter relocations.

**EDUCATION**

2010, BS Civil Engineering  
San Diego State University

**REGISTRATION**

California Professional Civil  
Engineer, #C88901

**EXPERIENCE**

14 Years

**AFFILIATIONS**

American Society of Civil  
Engineers (ASCE)



**KIMBERLY WENDER, PE, ENV SP**  
**QA/QC MANAGER**



**EDUCATION**

2008, BS Civil Engineering  
University of Connecticut

**REGISTRATION**

California Professional Civil  
Engineer, #C85674

Envision Sustainability  
Professional

Qualified SWPPP Developer,  
#85674

**EXPERIENCE**

16 Years

**AFFILIATIONS**

American Public Works  
Association (APWA)

American Council of Engineering  
Companies (ACEC)

Ms. Wender has a strong portfolio of transit facilities and public works projects, including mobility hubs, bus transit centers, bus rapid transit, bus stop engineering, and light rail stations. She has worked closely with multiple transit agencies, and the cities in which they operate, to provide safe, efficient, pedestrian, and rider friendly facilities. She provides a high-level of service through her organizational and expert project control skills. Kimberly's success in managing the timely delivery of projects and meeting client goals and objectives is attributed to her commitment to ongoing communication, technical expertise, and passion for transit mode choice.

**EXPERIENCE**

**MTS Bus Stop Improvements, San Diego, CA** | Project Engineer for the civil engineering services to provide construction plans for thirty (30) MTS bus stop locations throughout the San Diego County region. The project consisted of bus stop enhancements requiring electrical service for new illuminated advertisement panes on the bus stop shelters. Scope of work included research and the collection of record documents for underground utilities and surface improvements, field reconnaissance to collect measurements and photo documentation of the existing conditions, preparation of existing conditions base maps based on the field measurements and record plans, and the preparation of the thirty individual construction plans for submittal to the City of San Diego, Development Services Department for construction permitting. The engineered Construction Plans included demolition of surface improvements to facilitate tunneling of the electrical conduits from the SDG&E service point to the shelters, replacement/upgrade of the surface improvements removed, and survey monument preservation.

**Mt. San Antonio College Transit Center, Walnut, CA** | Project Manager for the conceptual and final design of a new Foothill Transit (FT) transit center on the Mt. San Antonio College Campus. The transit center will include 10 bus bays designed with dedicated electrical equipment, including transformers and charger/controllers in anticipation of future electric bus charging stations. The transit center will serve as a terminal destination for Mt. SAC students using mass transit, a transfer point for multiple FT routes, will provide layover facilities for FT buses, as well as including services for passengers such as bike parking, ticketing center, and bathrooms. The transit center will require construction of a new traffic signal to handle bus traffic. Performed the traffic engineering study that forecasted traffic volumes, assessed traffic operations with and without the signal, and evaluated the applicable traffic signal warrants.

**University of California Riverside (UCR) Mobility Hub and Central Campus Neighborhood, Riverside, CA** | Project Manager responsible for providing civil engineering services for the transit hub and campus improvements, which included North Campus Drive improvements and the new pedestrian mall to Linden Street (Recreation Mall). Project improvements addressed current and future transportation needs of the campus through the effective integration of transit, passenger drop-off, and bicycle and pedestrian connections at a convenient central location on campus. Scope of services included schematic design, design development, construction documents, cost estimating, bidding, and construction administration. The project improved alternative transportation options to campus.

TASK DESCRIPTION	DOKKEN ENGINEERING							TOTAL HOURS	OTHER DIRECT COST	TOTAL COST
	Justin Thorner, PE Project Manager	Kimberly Wender, PE, QSD* QA/QC Manager	Joe Ostidek, PE, TE Senior Engineer 2	Associate Engineer 1	Assistant Engineer 1	CAD/Detailer				
BILLING RATES*	\$195	\$265	\$235	\$165	\$125	\$145				
<b>TASK 1 - PROJECT MANAGEMENT AND MEETINGS</b>	42	1	1	10	1	1	56		\$10,610	
1.1 Meetings and Coordination	10	1	1	10	1	1	24		\$4,370	
1.2 Project Management	32						32		\$6,240	
<b>TASK 2 - PRELIMINARY ENGINEERING (30% DESIGN)</b>	44	10	22	24	48	80	228		\$50,120	
2.1 Coordination with Agencies and Utilities	16		16	32			64		\$12,160	
2.2 Concept Plans/Layouts (up to 3 Alts) & Estimate	44	10	22	24	48	80	228		\$37,960	
<b>TASK 3 - SURVEY/MAPPING &amp; GEOTECH (OPTIONAL TASK)</b>	6			12	28		46	\$80,000	\$86,650	
3.1 Topographic Survey and Mapping (Optional)	2			4	16		22	\$30,000	\$33,050	
3.2 Right of Way Retracement and Mapping (Optional)	2			4	8		14	\$20,000	\$22,050	
3.3 Geotechnical Investigations (Optional)	2			4	4		10	\$30,000	\$31,550	
<b>TASK 4 - IMPROVEMENT PLANS, CONTRACT SPECIFICATIONS AND ESTIMATES (PS&amp;E)</b>	150	30	75	75	300	150	780		\$126,450	
4.1 60% Plans & Estimate Package	40	8	20	20	80	40	208		\$33,720	
4.2 90% Plans, Draft Specifications, & Estimate Package	60	12	30	30	120	60	312		\$50,580	
4.3 95% Plans, Specifications, & Estimate Package	30	6	15	15	60	30	156		\$25,290	
4.4 Final Plans, Specifications, & Estimate Package	20	4	10	10	40	20	104		\$16,860	
<b>TASK 5 - BIDDING AND CONSTRUCTION SUPPORT SERVICES/AS-BUILT PLAN PREPARATION</b>	18		14	32	16	16	96		\$24,370	
5.1 Bid Support Services (Addenda, RFIs, Conformed Set)	2		4	12			18		\$3,310	
5.2 Construction Support Services (Pre-con Meeting, RFIs, Submittal Reviews)	16		10	20	16	16	78		\$13,090	
5.3 As-Built Plan Preparation	8	2		12	8	20	50		\$7,970	
<b>TOTAL HOURS</b>	<b>260</b>	<b>41</b>	<b>112</b>	<b>153</b>	<b>393</b>	<b>247</b>	<b>1,206</b>			
<b>TOTAL COST</b>	<b>\$50,700</b>	<b>\$10,865</b>	<b>\$26,320</b>	<b>\$25,245</b>	<b>\$49,125</b>	<b>\$35,815</b>		<b>\$80,000</b>	<b>\$298,200</b>	

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

**PURCHASE ORDER NO. 29222**

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

**DATE: 5/29/2024**

ACCOUNT: 9910.09      CLASS:      125

TO:  
 DOKKEN ENGINEERING  
 1450 FRAZEE RD. SUITE 100  
 SAN DIEGO, CA.  
 92108

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

Contact: Justin Thomber

Vendor Phone No: 858-514-8377

Fax No: 858-514-8377

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		DESIGN AND ENGINEERING FOR BUS PARKING LOT		\$211,550.00
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	\$211,550.00
			SHIPPING	
			SALES TAX	
			<b>TOTAL</b>	<b>NTE: \$211,550.00</b>
<b>PURCHASING AGENT</b>				

**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."

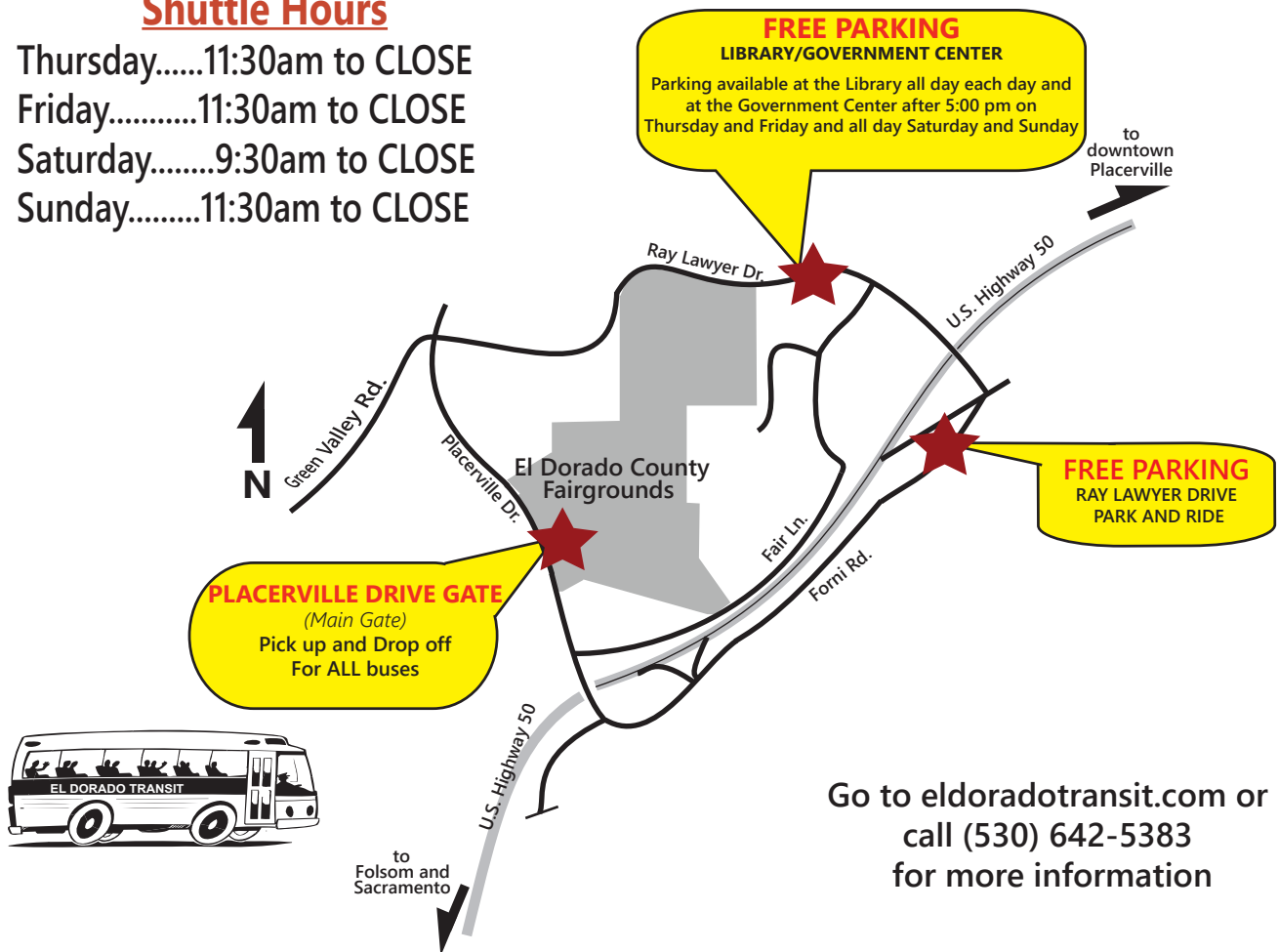
## GENERAL CONDITIONS

1. The El Dorado County Transit Authority (El Dorado Transit) is exempt from payment of Federal Excise Tax unless otherwise noted. Federal tax should not be included in any prices herein.
2. In the event goods are not delivered as specified here, El Dorado Transit reserves the right to cancel this purchase order.
3. Unless otherwise specified, all deliveries are F.O.B. destination. C.O.D. deliveries shall not be accepted.
4. Non-delivery within the time specified may result in cancellation in whole or in part of this purchase order. Vendor may be held liable for damages caused to El Dorado Transit as a result of said non-delivery. El Dorado Transit may, by written notice of default to the vendor, terminate any (resulting) order in whole or in part should vendor fail to deliver within the time specified, or fail to deliver in strict conformance to specifications set forth by El Dorado Transit. In the event of such termination, El Dorado Transit reserves the right to purchase or obtain the supplies or services elsewhere. In case of default by vendor, El Dorado Transit may procure the articles or service from other sources and may recover the loss occasioned thereby from any unpaid balance due the vendor or by proceeding against performance bond of vendor, if any, or by legal process against vendor. The prices paid by El Dorado Transit shall be considered the prevailing market price at the time such purchase is made.
5. Changes in price or quantity of items purchased herein shall not be allowed without prior written authorization by El Dorado Transit.
6. Vendor's shall indemnify and defend El Dorado Transit against and hold harmless from any and all loss, damage and liability for damages, including attorney's fees and other costs of defense incurred by El Dorado Transit, whether for damage to or loss of property, or injury to or death of person, including property of El Dorado Transit and injury or death of El Dorado Transit's officers, agents and employees, which shall in any way arise out of or be connected with Vendor's operations hereunder, unless such damage, loss, injury or death shall be caused solely by the negligence of El Dorado Transit.
7. This purchase order may not be assigned in whole or in part without the prior written consent of El Dorado Transit.
8. In the performance of this purchase order, agents and employees of the vendor shall act in an independent capacity and not as officers, employees or agents of El Dorado Transit.
9. Payment shall be made 30 days after El Dorado Transit's receipt of itemized invoices submitted in duplicate at prices specified herein, less applicable deductions also provided herein.
10. Payment shall not be made until such time as purchase order delivery is completed to the satisfaction of El Dorado Transit.
11. El Dorado Transit requires all vendors to place the highest importance on health and safety for all work performed on behalf of El Dorado Transit. Vendor 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 Vendor's sole cost and expense. Vendor 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.

# FREE EL DORADO COUNTY FAIR SHUTTLE & PARKING JUNE 13-16, 2024

## Shuttle Hours

Thursday.....11:30am to CLOSE  
 Friday.....11:30am to CLOSE  
 Saturday.....9:30am to CLOSE  
 Sunday.....11:30am to CLOSE



Go to [eldoradotransit.com](http://eldoradotransit.com) or  
 call (530) 642-5383  
 for more information

No animals except service animals allowed on shuttle



*Funding provided by the El Dorado County Air Quality Management District with AB2766 funds,  
 the El Dorado County Fair Association and El Dorado Transit*