

AGENDA ITEM 1 I  
Consent Item

**MEMORANDUM**

**DATE:** June 4, 2026  
**TO:** El Dorado County Transit Authority  
**FROM:** Steffi Ahart, Human Resources Manager / Interim Finance Manager  
**SUBJECT:** Increase to Blanket Purchase Order No. B31007 (Dawson Oil Company)

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

**Approve Revised Blanket Purchase Order No. B31007 (Dawson Oil Company) for Fiscal Year 2025/26**

**BACKGROUND**

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

**DISCUSSION**

The following Blanket Purchase Order (BPO) is for fuel purchases and diesel exhaust fluid and additives for transit fleet vehicles. Due to fluctuations and increases in fuel pricing during Fiscal Year (FY) 2025/26, additional funding authority is necessary to support ongoing fleet operations. The requested action will provide for an increase to BPO No. B31007 for Dawson Oil Company for the remainder of this fiscal year (FY2025/26).

*Purchase Order B31007 – Dawson Oil Company*

5040.01	Maintenance – Vehicle/Equip. Fuel Purchase		
5040.80	Maintenance – Vehicle/Equip. Sales Tax/ Fuel & Lubricants		
		\$800,000.00	\$1,000,000.00

**FISCAL IMPACT**

The increase to this blanket purchase order will raise the purchase order amount by \$200,000. However, it will not impact the total adopted FY 2025/26 budget.

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

**REVISED: 06/04/26**

**PURCHASE ORDER NO. B31007**

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

**DATE: 07/01/25**

ACCOUNT: 5040.01      CLASS: 110  
 ACCOUNT: 5040.80      CLASS: 100  
 ACCOUNT: VARIOUS      CLASS: VARIOUS

TO: DAWSON OIL COMPANY  
 PO BOX 360  
 ROCKLIN, CA 95677

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

Contact: Ashley

Vendor Phone No: (530) 642-2681

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 10th OF THE MONTH		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		FUEL PURCHASES AND DIESEL EXHAUST FLUID AND ADDITIVES FOR TRANSIT FLEET VEHICLES FOR FISCAL YEAR 07/01/2025 THROUGH 06/30/2026		NOT TO EXCEED \$1,000,000.00
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	\$1,000,000.00
			SHIPPING	
			SALES TAX	
			<b>TOTAL</b>	NTE \$1,000,000.00
<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."