



EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

AGENDA

THURSDAY, AUGUST 6, 2026; 1:00 PM

Regular Meeting

Chairperson: Brian Veerkamp, County of El Dorado Supervisor, District III

Vice Chairperson: Jackie Neau, City of Placerville Councilmember

Lori Parlin, County of El Dorado Supervisor, District IV

George Turnboo, County of El Dorado Supervisor, District II

David Yarbrough, City of Placerville Councilmember

- John Clerici, Alternate for City Councilmembers

- Greg Ferrero, Alternate for County of El Dorado Supervisor, District I

Executive Director: Brian James

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

PLEASE NOTE: If all board members are present in person, public participation by Zoom is for convenience only and is not required by law. If the Zoom feed is lost for any reason, the meeting may be paused while a fix is attempted but the meeting may continue at the discretion of the Chairperson.

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.

1.	<u>CONSENT CALENDAR</u>	<u>PAGE</u>
	A. Approve Conformed Minutes of Regular Meeting June 4, 2026 (<i>Wilcher</i>)	5
	B. Receive and File May and June 2026 Check Registers (<i>Sathre</i>)	9
	C. Receive and File May and June 2026 Ridership Reports (<i>Bergren</i>)	15
	D. Approve the updated 2026 <u>El Dorado Transit Americans with Disabilities Act Paratransit Compliance Plan</u> (<i>Bergren</i>)	19
	E. Approve the revised job descriptions for the Fiscal Specialist and Administrative Assistant classifications (<i>Ahart</i>)	72
	F. Approval of Purchase Orders above \$25,000 for Fiscal Year 2026/27 (<i>Sathre</i>)	82
	G. Approve the Proposed Revisions to Board Travel Policy D-1 (<i>Ahart</i>)	87
2.	<u>ACTION ITEMS</u>	
	A. 1. Approve Purchase Order No. 32174 Issued to Motor Coach Industries in the amount of \$2,100,000 for the purchase of two (2) 45' Motor Coach Industries Coaches	101
	2. Authorize the Executive Director to Execute a Final updated Transit Service Agreement	

3. Authorize the Executive Director to Finalize and Execute the Purchase Contract and related documents necessary for the ordering and purchasing of two buses for the South Lake Tahoe Commuter Service (*Bergren*)
- B. 1. Approve Five (5) Additional Full-Time Equivalent Operator Positions 132
2. Adopt Resolution No. 26-24 Revising the Personnel Allocation Table for Fiscal Year 2026/27
3. Approve the Proposed Organizational Chart for Fiscal Year 2026/27 (*Steger*)
- C. 1. Approve Purchase Order No. 32175 Issued to TripSpark Technologies in the Amount of \$774,840 for the Purchase of TripSpark Streets Software and Hardware 137
2. Authorize the Executive Director to Execute all Documents Required for Project Completion Within the Adopted Budget for Capital Improvement Project #27-04 (*Halverson*)
3. **INFORMATION ITEMS**
- A. 2026 Fair Shuttle Ridership (*Bergren*) 140
- B. Newsletter July – September 2026 (*Bergren*) 142

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

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

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED
EL DORADO COUNTY TRANSIT AUTHORITY BOARD MEETING
Thursday, September 3, 2026 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



**EL DORADO COUNTY TRANSIT AUTHORITY
BOARD OF DIRECTORS MEETING
CONFORMED MINUTES
THURSDAY, JUNE 4, 2026; 1:00 PM
Regular Meeting**

Chairperson: Brian Veerkamp, County of El Dorado Supervisor, District III

Vice Chairperson: Jackie Neau, City of Placerville Councilmember
Lori Parlin, County of El Dorado Supervisor, District IV
George Turnboo, County of El Dorado Supervisor, District II
David Yarbrough, City of Placerville Councilmember

- John Clerici, Alternate for City Councilmembers
- Greg Ferrero, Alternate for County of El Dorado Supervisor, District I

Executive Director: Brian James

In-Person	Remotely
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CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chair Neau called the meeting to order at 1:00 PM and the pledge of allegiance was recited.

ROLL CALL

Directors Present: Jackie Neau, George Turnboo, David Yarbrough

Directors Absent: Lori Parlin, Brian Veerkamp

A quorum was present.

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

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M/S: Yarbrough/Turnboo

Ayes: Neau, Turnboo, Yarbrough

Absent: Parlin, Veerkamp

OPEN FORUM

None

1. CONSENT CALENDAR

- A. Approve Conformed Minutes of Regular Meeting May 7, 2026 (*Wilcher*)
- B. Receive and File April 2026 Check Registers (*Ahart*)
- C. Receive and File April 2026 Ridership Reports (*Bergren*)
- D. Approve Purchase Orders for Insurance Coverage for Fiscal Year 2026/27 (*Ahart*)
- E. Approve Charter Rate of \$270 Per Hour for Fiscal Year 2026/27 (*Bergren*)
- F. 1. Adopt Resolution No. 26-18 Authorizing the Executive Director to Execute All Documents for the California State of Good Repair Grant Program
- 2. Adopt Resolution No. 26-19 Authorizing the California State of Good Repair Project List (*Bergren*)

- G. Approve the Biennial Conflict of Interest Code Review and Direct Staff to Provide a Written Statement to the Code Reviewing Body (*Wilcher*)
- H. 1. Authorize Professional Services Agreement Between the El Dorado County Transit Authority and Feild & Associates
 - 2. Approve Purchase Order No. B32015 Issued to Feild & Associates in the Amount of \$60,000 for Capital Improvement Project Management (*Bergren*)
- I. Approve Revised Blanket Purchase Order No. B31053 (Dawson Oil Company) for Fiscal Year 2025/26 (*Ahart*)
- J. Approve Retroactive Purchase Order Authority Exceeding \$25,000 for Employment Risk Management Authority (ERMA) Related to Legal Services Provided by Winter L. Hankins for Fiscal Year 2025/26 (*Ahart*)
- K. Adopt Resolution No. 26-20 Revising the El Dorado County Transit Authority Personnel Policies and Procedures Manual Regarding Removal of the Drug and Alcohol Policy Section and Replacement with a Reference to the Separately Board-adopted Drug and Alcohol Policy (*Ahart*)

2. **ACTION ITEMS**

TIMED ITEM 1:00 PM

- A. 1. Public Hearing to Adopt Resolution No. 26-21 Finalizing the Operating Budget for Fiscal Year 2026/27
 - 2. Adopt Resolution No. 26-22 Finalizing the Fiscal Year 2026/27 Personnel Allocation Table
 - 3. Adopt Fiscal Year 2026/27 Organizational Chart (*Ahart*)

Action: Vice Chair Neau opened the Public Hearing to accept public comment on the proposed final Operating Budget for Fiscal Year 2026/27. There was no public comment on this item.

M/S: Turnboo/Yarbrough
Ayes: Neau, Turnboo, Yarbrough
Absent: Parlin, Veerkamp

TIMED ITEM 1:00 PM

- B. Public Hearing to Adopt Resolution No. 26-23 Finalizing the Fiscal Year 2026/27 Capital Improvement Plan and Capital Budget (*Ahart*)

Action: Vice Chair Neau opened the Public Hearing to accept public comment on the proposed final Capital Improvement Plan and Capital Budget for Fiscal Year 2026/27. There was no public comment on this item.

**M/S: Yarbrough/Turnboo
Ayes: Neau, Turnboo, Yarbrough
Absent: Parlin, Veerkamp**

3. INFORMATION ITEMS

A. Microtransit Service – Demonstration Project (*Bergren*)

Information item. No vote taken.

B. El Dorado County Fair Free Shuttle Flyer (*Bergren*)

Information item. No vote taken.

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

Vice Chair Neau adjourned the meeting at 1:12 PM. The next regularly scheduled meeting is Thursday, August 6, 2026.

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

*** Verbal Report**

AGENDA ITEM 1 B
Consent Item

MEMORANDUM

DATE: August 6, 2026
TO: El Dorado County Transit Authority
FROM: Jenelle Sathre, Fiscal Manager
SUBJECT: May and June 2026 Check Register

REQUESTED ACTION:
BY MOTION,

Receive and File May and June 2026 Check Register

BACKGROUND

The check register included consists of routine transactions for the months of May & June 2026. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Five (5) items merit further detail:

Check # 42790 – Eco Signs, LLC.....\$2161.96
This check pays the obligation for bulbs and parts to repair Park & Ride lighting.

Check # 42914 – The Clipper\$1,000.00
This check pays the obligation for a full-page advertisement for the El Dorado County Fair shuttle program using AB2766 funds.

Check # 42915 – Trillium Solutions, Inc.....\$750.00
This check pays the obligation for updating El Dorado County Transit Authority’s website to include Interactive Maps for the Saturday Express Route.

Check # 42952 – School Bus Safety Company, Inc.\$5,620.00
This check pays the obligation for in-house leadership courses, bus garage safety tool kit, and transit performance checklist. This enables EDCTA to perform in-house safety training rather than sending people out for training, and will result in cost savings over time.

Check # 43037 – A-Z Bus Sales, Inc.....\$305,724.48
This check pays the obligation for three (3) of the five (5) replacement vehicles for Demand Response and Micro-Transit using Section 5339 – Capital FY2022 and TDA funds; CIP # 25-06.

El Dorado County Transit Authority
August 6, 2026

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
May through June 2026

Date	Num	Name	Memo	Amount
05/01/2026	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	MAY 2026 - HEALTH PREMIUMS (UNREPRESENTED)	\$ 60,003.31
05/01/2026	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #9 CLASSIC	\$ 4,466.12
05/01/2026	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #9 PEPPA	\$ 21,424.87
05/04/2026	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD APRIL 4 - APRIL 17, 2026; PAY DATE APRIL 24, 2026	\$ 2,376.90
05/07/2026	42778	DAWSON OIL	APRIL 2026 - FUEL PURCHASES, DRYDENE DIESELALL & SALES TAX	\$ 115,510.08
05/11/2026	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD APRIL 18 - MAY 1, 2026; PAY DATE MAY 8, 2026	\$ 2,520.16
05/11/2026	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #10 PEPPA	\$ 21,538.56
05/11/2026	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #10 CLASSIC	\$ 4,460.03
05/12/2026	42780	AFLAC	MAY 2026 - INSURANCE PREMIUMS	\$ 342.64
05/12/2026	42781	ALPHA ANALYTICAL LABORATORIES INC	STORM WATER LABS	\$ 385.00
05/12/2026	42782	AMAZON CAPITAL SERVICES INC	AMAZON PURCHASES APRIL 2026	\$ 2,167.15
05/12/2026	42783	ARNOLDS FOR AWARDS INC	MAY 2026 - EOM NAME ENGRAVING & SAFETY AWARDS (4)	\$ 397.66
05/12/2026	42784	AT&T	CENTRAL BILLING 3-24-26 to 4-23-26 (BAN)	\$ 92.61
05/12/2026	42785	AT&T MOBILITY	APRIL 2026 - WIRELESS SERVICE FOR SURVEILLANCE CAMERAS AT PARK & RIDES	\$ 287.38
05/12/2026	42786	AUTOZONE INC	GLOVES, TORQUE CONVERTER, WASHER FLUID, BULBS, TERMINALS, HEATER HOSE	\$ 796.94
05/12/2026	42787	BUCKMASTER BUSINESS MACHINES INC	SHIPPING FOR RICOH PRINTER TONER	\$ 20.00
05/12/2026	42788	C & H MOTOR PARTS	GREASE GUN, BUS WASH, SERPENTINE BELT STOCK	\$ 370.00
05/12/2026	42789	CAPITOL CLUTCH & BRAKE INC	CHECK VALVE AND REGEN VALVE KIT - STOCK	\$ 56.52
05/12/2026	42790	ECO SIGNS LLC	REPLACED BULBS (7), CAPACITORS (6), MOGUL BASE (2) AT CAMBRIDGE PARK & RIDE	\$ 2,161.96
05/12/2026	42791	EL DORADO DISPOSAL SERVICE	APRIL 2026 - DISPOSAL SERVICE (2)	\$ 474.02
05/12/2026	42792	EL DORADO IRRIGATION DISTRICT	MARCH & APRIL 2026 - WATER SERVICE FOR RAY LAWER PARK & RIDE	\$ 118.34
05/12/2026	42793	FEDEX	STANDARD OVERNIGHT SHIPPING (1)	\$ 68.79
05/12/2026	42794	FLEMING DISTRIBUTING CO.	MOA (4), 44K (4), DFC (3), LSII (2), HEAVY DUTY FUEL RESTO (2) - STOCK	\$ 299.17
05/12/2026	42795	FOLSOM LAKE DODGE	HEAD AND VALVES (3), TAPPET, GASKET, CAMSHAFT	\$ 4,528.12
05/12/2026	42796	GILLIG LLC	HEATER CONTROL KIT (2) - STOCK	\$ 805.07
05/12/2026	42797	GRAINGER	AED PAD (2), SAFETY SUBMERSIBLE PUMP, BUS WASH, ODOR ELIMINATOR, PENS, INK STAMPS	\$ 1,260.95
05/12/2026	42798	GWP HOLDINGS LLC	EXHAUST COOLER KIT (1), INJECTOR KIT (3), WIRING HARNESS (3), OIL FILTER (9), IDLER KIT	\$ 7,889.58
05/12/2026	42799	HUNT & SONS INC	APRIL 15-30, 2026 - FUEL PURCHASES	\$ 1,782.18
05/12/2026	42800	KIMBALL MIDWEST	NYLON AB FTG ASST (3), ROLL RACK - SHOP	\$ 1,811.34
05/12/2026	42801	LITTLEPAY INC	APRIL 2026 - MONTHLY TRANSACTION FEES	\$ 29.10
05/12/2026	42802	MARIGOLD CLEAN SACRAMENTO	MAY 2026 - JANITORIAL SERVICE	\$ 1,249.00
05/12/2026	42803	MISSION UNIFORM SERVICE	MATS, TOWELS, AND UNIFORM SERVICE	\$ 1,107.55
05/12/2026	42804	MODEL 1 COMMERCIAL VEHICLES INC	SPRINGS (4), BELTS (3), FILTERS (5) - STOCK	\$ 736.15
05/12/2026	42805	MOTIVE ENERGY LLC	TOP STUD POST, 12 VOLT BUS TERMINAL - STOCK	\$ 1,066.29
05/12/2026	42806	MOUNTAIN DEMOCRAT INC	PUBLIC NOTICE PUBLISHING (2)	\$ 122.50
05/12/2026	42807	NAPA AUTO PARTS	DRAIN PLUG, ALTERNATOR BEARING (2), SYNPOWER (12), ENGINE OIL FILTER (5) - STOCK	\$ 445.96
05/12/2026	42808	NATIONAL FIRE SYSTEMS INC	SEMI ANNUAL VEHICLE SERVICE	\$ 5,835.00
05/12/2026	42809	O'REILLY AUTO PARTS	COOLANT, A/T FILTER, SYNPOWER (24), HEADLIGHTS (2), ANTIFREEZE (6) - STOCK	\$ 1,378.07
05/12/2026	42810	PACIFIC GAS & ELECTRIC	APRIL 2026 - ELECTRIC SERVICE (7)	\$ 4,545.65
05/12/2026	42811	ROBERTS & COMPANY INC	APRIL 2026 - CPA SERVICES	\$ 50.00
05/12/2026	42812	RON DUPRATT FORD	SEAT BELT PRETENSIONER, SENSOR - STOCK / MULTI-FUNCTION SWITCH, FLYWHEEL	\$ 486.68
05/12/2026	42813	RTS IT INC	APRIL 2026 - IT SERVICE PLAN & EMAIL ENCRYPTION, MS OFFICE (33), BACK-UP SVC (32)	\$ 6,624.50
05/12/2026	42814	RUBIS AUTO GLASS	WINDSHIELD REPAIRS (6)	\$ 600.00
05/12/2026	42815	SAFETY-KLEEN SYSTEMS INC	USED OIL PICK-UP AND RECYCLE	\$ 1,067.42
05/12/2026	42816	SOUTHERN TIRE MART LLC	315-80R22.5/20 FS400 (10) - STOCK	\$ 5,774.68
05/12/2026	42817	SPECIAL DISTRICT RISK MANAGEMENT AUTH	MAY 2026 - EMPLOYEE ASSISTANCE PROGRAM BENEFITS	\$ 205.84
05/12/2026	42818	SPECIAL DISTRICT RISK MANAGEMENT AUTH	JUNE 2026 - EMPLOYEE ASSISTANCE PROGRAM BENEFITS	\$ 229.08
05/12/2026	42819	THE AFTERMARKET PARTS CO LLC	BELTS (10), REAR START SWITCH (2), HAZARD SWITCH (2), ENGINE START SWITCH (2)	\$ 1,781.64
05/12/2026	42820	TRUE VALUE HARDWARE	FITTINGS, DRILL BIT, HAMMER BITS (5), 3/16 PROOF CHAIN	\$ 117.18
05/12/2026	42821	TURBO IMAGES INC	TRANSIT DECALS ON SIDE AND REAR OF 2026 FORD TRANSIT 250 (5)	\$ 4,869.15
05/12/2026	42822	CRUSADER FENCE CO INC	FENCE AND BARB WIRE REPAIR	\$ 3,016.00
05/15/2026	42823	OPERATING ENGINEERS PUBLIC & MISC	MEDICAL PREMIUMS - 2 MONTHS RETRO (E. GARCIA)	\$ 5,300.00
05/22/2026	42825	.BEAUDION, LORENA LYNN	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42826	.BRIGHT, MARY J	MY RIDE -APRIL 2026	\$ 245.34
05/22/2026	42827	.CAMP, BETTY J	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42828	.CHRONISTER, RODNEY E	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42829	.COOK, VAUGHAN	MY RIDE -MARCH AND APRIL 2026	\$ 253.75
05/22/2026	42830	.COOK, VERONICA	MY RIDE -MARCH AND APRIL 2026	\$ 317.55
05/22/2026	42831	.COOPER, DEBBIE	MY RIDE -APRIL 2026	\$ 86.71
05/22/2026	42832	.DA COSTA, MONICA	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42833	.DRACHMAN, JENNIFER R	MY RIDE -APRIL 2026	\$ 87.73
05/22/2026	42834	.ENOCHSON BENNETT, INGER	MY RIDE -APRIL 2026	\$ 240.12
05/22/2026	42835	.EVANS, CASEY	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42837	.FICKLIN, LINDA R	MY RIDE -APRIL 2026	\$ 80.55
05/22/2026	42838	.FRANK, DIANE	MY RIDE -APRIL 2026	\$ 36.69
05/22/2026	42839	.GAGNE, SUSAN D	MY RIDE -APRIL 2026	\$ 17.40
05/22/2026	42840	.GALVAN, ELAINE M	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42841	.GRIFFIN, INDIA	MY RIDE -APRIL 2026	\$ 79.32
05/22/2026	42842	.GROY, DAVID	MY RIDE -APRIL 2026	\$ 94.54
05/22/2026	42843	.GULARTE, LARA L	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42844	.HANSEN, JOSEPH	MY RIDE -MARCH AND APRIL 2026	\$ 507.50
05/22/2026	42845	.HANSON, SHARON KAY	MY RIDE -APRIL 2026	\$ 81.93

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
May through June 2026

Date	Num	Name	Memo	Amount
05/22/2026	42846	.HAYDEN, CYNTHIA	MY RIDE -APRIL 2026	\$ 110.93
05/22/2026	42847	.HEDGE, SAMANTHA	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42848	.HENDRIX, SUSAN L.	MY RIDE -APRIL 2026	\$ 227.07
05/22/2026	42849	.HODGES, DAVID GLENN	MY RIDE -APRIL 2026	\$ 218.95
05/22/2026	42850	.HOFF-SCONCI, DANA D	MY RIDE -APRIL 2026	\$ 137.90
05/22/2026	42851	.JANUS, JOHN	MY RIDE -APRIL 2026	\$ 159.37
05/22/2026	42852	.JANUS, THOMAS	MY RIDE -APRIL 2026	\$ 94.40
05/22/2026	42853	.KINZEL, CATHERINE	MY RIDE -APRIL 2026	\$ 104.40
05/22/2026	42854	.LAFFODAY, SARAH E	MY RIDE -APRIL 2026	\$ 163.13
05/22/2026	42855	.LAFRANCIS II, GARY	MY RIDE -APRIL 2026	\$ 90.63
05/22/2026	42856	.LEARD, KAYLA MICHELLE	MY RIDE -APRIL 2026	\$ 249.40
05/22/2026	42857	.LEBAR, KELLY	MY RIDE -APRIL 2026	\$ 250.13
05/22/2026	42858	.LEONARD, DONALD CHRISTOPHER	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42859	.LUO, LONGBAO	MY RIDE -APRIL 2026	\$ 36.61
05/22/2026	42860	.LUSK, DEBRA SUE	MY RIDE -APRIL 2026	\$ 143.12
05/22/2026	42861	.MARTIN, LINA	MY RIDE -APRIL 2026	\$ 190.68
05/22/2026	42862	.MATZINGER, KENNETH	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42863	.MINOR, ZOE	MY RIDE -APRIL 2026	\$ 103.82
05/22/2026	42864	.MONTGOMERY, TONI P	MY RIDE -APRIL 2026	\$ 226.15
05/22/2026	42865	.MYER-HOGUE, SANDRA	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42866	.NUNEZ, FERNANDO	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42867	.PENUMECHCHU, SRINIVAS	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42868	.PETERSON, THOMAS JOHN	MY RIDE -APRIL 2026	\$ 50.17
05/22/2026	42869	.PETERSON, WALTER	MY RIDE -APRIL 2026	\$ 232.00
05/22/2026	42870	.POGANSKI, JANAYE L	MY RIDE -APRIL 2026	\$ 237.08
05/22/2026	42871	.POLANSKI, MARIOLA	MY RIDE -APRIL 2026	\$ 247.23
05/22/2026	42872	.RAI, PRAVIND	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42873	.REILLY, MARLENE ANGELA	MY RIDE -APRIL 2026	\$ 5.51
05/22/2026	42874	.ROGERS, TIMOTHY ALTON	MY RIDE -APRIL 2026	\$ 98.31
05/22/2026	42875	.SHAWHAN, CHARLES	MY RIDE -APRIL 2026	\$ 132.68
05/22/2026	42876	.SHULTS, BARBARA	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42877	.SMITH, JEFFREY R	MY RIDE -APRIL 2026	\$ 84.10
05/22/2026	42878	.SMITH, LAURA	MY RIDE -APRIL 2026	\$ 169.65
05/22/2026	42879	.SORACCO, MEGAN	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42880	.STENT, JUDY L	MY RIDE -APRIL 2026	\$ 312.91
05/22/2026	42881	.SUTTER, MARGARET	MY RIDE -APRIL 2026	\$ 1,484.80
05/22/2026	42882	.THOMAS, JULIE R	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42883	.TODD, JANET C	MY RIDE -APRIL 2026	\$ 397.16
05/22/2026	42884	.TOMSON, CHARLENE	MY RIDE -APRIL 2026	\$ 60.90
05/22/2026	42885	.TVERETINOV, ARKADY	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42886	.VALENCIA, ROCHELLE	MY RIDE -APRIL 2026	\$ 113.75
05/22/2026	42888	.WANG, YING	MY RIDE -APRIL 2026	\$ 63.29
05/22/2026	42889	.WARMAN, SHIELA	MY RIDE -APRIL 2026	\$ 90.05
05/22/2026	42890	.WEST, JASON	MY RIDE -APRIL 2026	\$ 85.55
05/22/2026	42891	.WOJAN, CYNTHIA J	MY RIDE -APRIL 2026	\$ 59.16
05/22/2026	42892	.WOJAN, RONALD	MY RIDE -APRIL 2026	\$ 3.63
05/22/2026	42893	.WOLLESEN, ERIK V	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42894	.WORTHEN, DALE	MY RIDE -APRIL 2026	\$ 253.75
05/22/2026	42895	ACC BUSINESS	MAY 2026 - FIBER INTERNET	\$ 80.00
05/22/2026	42896	ACCESS SYSTEMS INC	LABOR TO UPGRADE VELOCITY TO V3.9	\$ 4,022.00
05/22/2026	42897	ADM SCREENING	DOT MED EXAM, DOT DRUG SCREEN PRE-EMPLOYEMENT, DOT DRUG RANDOM	\$ 530.00
05/22/2026	42898	AT&T MOBILITY LLC	VEHICLE CARD READER SIM CARDS 4/5/26 - 5/4/26	\$ 1,734.00
05/22/2026	42899	COLUMBIA BANK	RECONCILED VISA CHARGES	\$ 4,311.51
05/22/2026	42900	EDWARDS, STEVENS & TUCKER LLP	APRIL 2026 - PERSONNEL LEGAL MATTER	\$ 4,363.50
05/22/2026	42901	EL DORADO IRRIGATION DISTRICT	MARCH & APRIL 2026 - WATER SERVICE FOR COMMERCE DRIVE & CENTRAL PARK & RIDE	\$ 2,319.80
05/22/2026	42902	EMP. MISC. REIMBURSEMENT	PANTS REIMBURSEMENT - S. BISCAINO	\$ 75.00
05/22/2026	42903	EMP. MISC. REIMBURSEMENT	MILEAGE REIMBURSEMENT - B. JAMES	\$ 159.50
05/22/2026	42904	HUNT & SONS INC	MAY 1-15, 2026 - FUEL PURCHASES	\$ 3,254.55
05/22/2026	42905	MAG LANDSCAPING INC	APRIL 2026 - LANDSCAPING MAINTENANCE (6) / BASS LAKE WATERING (2)	\$ 2,190.00
05/22/2026	42906	NORCAL WATER SYSTEMS INC	MAY 2026 - DRINKING WATER SERVICE	\$ 42.90
05/22/2026	42907	OPERATING ENGINEERS LOCAL UNION #3	MAY 2026 - UNION DUES	\$ 1,755.00
05/22/2026	42908	PROTELESIS	MAY 2026 - PHONE SYSTEM ELEVATE SUBSCRIPTION	\$ 766.55
05/22/2026	42909	RESCO PRINTING	\$.75 SCRIP BOOKS (1,000)	\$ 2,139.63
05/22/2026	42910	SMALL BUSINESS BENEFIT PLAN TRUST	JUNE 2026 - DENTAL & VISION PREMIUMS	\$ 4,284.70
05/22/2026	42911	STATE OF CA - DEPT OF JUSTICE	STATE AND FBI CRIMINAL BACKGROUND CHECK	\$ 49.00
05/22/2026	42912	SUN LIFE FINANCIAL	JUNE 2026 - SUPPLEMENTAL LIFE BENEFIT	\$ 1,510.53
05/22/2026	42913	SUN LIFE FINANCIAL	JUNE 2026 GROUP LIFE & LTD BENEFITS	\$ 2,978.82
05/22/2026	42914	THE CLIPPER	FULL PAGE AD IN EDC FAIR ISSUE (FAIR SHUTTLE)	\$ 1,000.00
05/22/2026	42915	TRILLIUM SOLUTIONS INC	WEBSITE UPDATE: INTERACTIVE MAP UPDATES (SATURDAY EXPRESS)	\$ 750.00
05/22/2026	42916	US BANK NATIONAL ASSOCIATION	MAY 2026 - RICOH MACHINE LEASE PAYMENT / CONTRACT OVERAGE CHARGES 4/4 - 5/4	\$ 1,061.07
05/22/2026	42917	WILKINSON PORTABLES INC	APRIL 2026 - PORTABLE TOILET & WASH STATION RENTAL FOR CAMBRIDGE P&R	\$ 189.20
05/22/2026	42918	CUSTOM EMBROIDERY CONCEPTS	VARIOUS UNIFORM ITEMS - C. COLLINS	\$ 218.79

EL DORADO COUNTY TRANSIT AUTHORITY
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Date	Num	Name	Memo	Amount
05/22/2026	EFT TRANS	OPERATING ENGINEERS PUBLIC & MISC	JUNE 2026 - MEDICAL PREMIUMS	\$ 72,780.00
05/22/2026	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #11 PEPRA	\$ 21,317.74
05/22/2026	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #11 CLASSIC	\$ 4,444.74
05/26/2026	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD MAY 2 - MAY 16, 2026; PAY DATE MAY 22, 2026	\$ 2,431.83
06/01/2026	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	JUNE 2026 - HEALTH PREMIUMS (UNREPRESENTED)	\$ 57,974.21
06/04/2026	42920	EMP. MISC. REIMBURSEMENT	MILEAGE REIMBURSEMENT - BRIAN JAMES	\$ 95.27
06/04/2026	42921	GILLIG LLC	MULTIPLE GILLIG BUS PARTS FOR REPAIRS	\$ 19,185.66
06/04/2026	42922	SECURITY BY DESIGN INC	CONSULTATION ON SECURITY CAMERA PROJECT JUNE 2025 - APRIL 2026	\$ 13,875.00
06/05/2026	42923	49ER LIVE SCAN	LIVE SCAN FINGERPRINTING (QTY. 2)	\$ 50.00
06/05/2026	42924	ACCO ENGINEERED SYSTEMS INC	HVAC SERVICE ADMIN BUILDING - QUARTERLY	\$ 649.00
06/05/2026	42925	ARNOLDS FOR AWARDS INC	EOM NAME ENGRAVING JUNE 2026	\$ 21.50
06/05/2026	42926	AT&T	CENTRAL BILLING 4-24-26 to 5-23-26 (BAN)	\$ 93.99
06/05/2026	42927	AT&T MOBILITY	MAY 2026 - WIRELESS SERVICE FOR SURVEILLANCE CAMERAS AT PARK & RIDES	\$ 287.18
06/05/2026	42928	AUTOZONE INC	SYNPOWER (36), HALOGEN CASULT (7), BULB (7), OIL FILTER (5), BRAKE PADS - STOCK	\$ 843.74
06/05/2026	42929	C & H MOTOR PARTS	ANGULAR CONTACT BALL	\$ 237.88
06/05/2026	42930	CAL.NET	JUNE 2026 - CCTV CAMERA SERVICE	\$ 176.92
06/05/2026	42931	CANTER BUYER PARENT LP	12R22.5H 150L ENDURANCE (10) - STOCK	\$ 6,024.73
06/05/2026	42932	CAPITOL CLUTCH & BRAKE INC	CARTRIDGE (4), BOOT KIT (2), FILTER (2) - STOCK	\$ 1,424.55
06/05/2026	42933	EL DORADO DISPOSAL SERVICE	MAY 2026 - DISPOSAL SERVICE (2)	\$ 474.02
06/05/2026	42935	GRAINGER	GENERAL PURPOSE RELAYS (4) - PARK & RIDES	\$ 37.92
06/05/2026	42936	GWP HOLDINGS LLC	IDLER KIT, NITROGEN SENSOR, FILTERS, VALVE COVER, TEMP SENSOR - STOCK	\$ 4,568.60
06/05/2026	42937	HUNT & SONS INC	MAY 16-31, 2026 - FUEL PURCHASES	\$ 2,148.82
06/05/2026	42938	J.C. NELSON SUPPLY CO	HAND TOWELS (6) AND TOILET TISSUE	\$ 488.64
06/05/2026	42939	LITTLEPAY INC	MAY 2026 - MONTHLY TRANSACTION FEES	\$ 30.00
06/05/2026	42940	MAG LANDSCAPING INC	MAY 2026 - LANDSCAPING MAINTENANCE (6) / BASS LAKE WATERING (2)	\$ 1,790.00
06/05/2026	42941	MARIGOLD CLEAN SACRAMENTO	JUNE 2026 - JANITORIAL SERVICE	\$ 1,249.00
06/05/2026	42942	MISSION UNIFORM SERVICE	MATS, TOWELS, AND UNIFORM SERVICE	\$ 1,050.76
06/05/2026	42943	NAPA AUTO PARTS	STARTER (1604), FITTINGS, ALARM, HALOGEN SEALED BEAM, BRAKE PADS - STOCK	\$ 762.97
06/05/2026	42944	NATIONAL FIRE SYSTEMS INC	ANNUAL FIRE EXTINGUISHER INSPECTION	\$ 3,511.86
06/05/2026	42945	O'REILLY AUTO PARTS	TIRE KNOCKER (1) - NEW VEHICLES, MOLDING TAPE, CV-2 GREASE - SHOP	\$ 194.46
06/05/2026	42946	PACIFIC GAS & ELECTRIC	MAY 2026 - ELECTRIC SERVICE PARK & RIDES (4)	\$ 1,352.27
06/05/2026	42947	PEST CONTROL CENTER INC	PEST CONTROL ADMIN BUILDING	\$ 70.00
06/05/2026	42948	ROBERTS & COMPANY INC	MAY 2026 - CPA SERVICES	\$ 150.00
06/05/2026	42949	RON DUPRATT FORD	CONNECTOR, SEAT BELT	\$ 860.20
06/05/2026	42950	RTS IT INC	MAY 2026 - IT SERVICE PLAN & EMAIL ENCRYPTION, MS OFFICE (33), BACK-UP SVC (32)	\$ 6,344.50
06/05/2026	42951	SAFETY-KLEEN SYSTEMS INC	USED OIL PICK-UP AND RECYCLE	\$ 250.00
06/05/2026	42952	SCHOOL BUS SAFETY COMPANY INC	TAPTCO LEADERSHIP COURSE, BUS GARAGE SAFETY TOOL KIT, TRANSIT PERFORMANCE CHECKLIST	\$ 5,620.00
06/05/2026	42953	THE AFTERMARKET PARTS CO LLC	FILTER, CABLE, VALVE ASM, LAMP - STOCK, CALIPER BOOT KIT (2) WINDSCREEN (2)	\$ 4,753.76
06/05/2026	42954	TRAPEZE SOFTWARE GROUP INC	JANUARY TO MARCH 2026 - VOICE MINUTES & SMS SEGMENTS	\$ 166.00
06/05/2026	42955	TRUE VALUE HARDWARE	CARPET CLEANER, CAUTION TAPE, SINGLE SIDED KEYS (5)	\$ 141.45
06/05/2026	42957	WASTE CONNECTIONS OF CA INC	DUMP RUN	\$ 17.72
06/05/2026	42958	ZEP MANUFACTURING CO.	FORMULA 22 AND ZEP SPIRIT II - SHOP	\$ 239.47
06/05/2026	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #12 PEPRA	\$ 20,880.58
06/05/2026	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #12 CLASSIC	\$ 4,329.56
06/08/2026	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD MAY 16 - MAY 29, 2026; PAY DATE JUNE 5, 2026	\$ 2,233.93
06/22/2026	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD MAY 30 - JUNE 12, 2026; PAY DATE JUNE 18, 2026	\$ 2,187.31
06/22/2026	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #13 CLASSIC	\$ 4,260.13
06/22/2026	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #13 PEPRA	\$ 21,090.05
06/22/2026	EFT TRANS	OPERATING ENGINEERS PUBLIC & MISC	JULY 2026 - MEDICAL PREMIUMS	\$ 72,780.00
06/23/2026	42959	.BEAUDION, LORENA LYNN	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	42960	.BRIGHT, MARY J	MY RIDE -MAY 2026	\$ 138.69
06/23/2026	42961	.CAI, LIZHI	MY RIDE -MAY 2026	\$ 131.81
06/23/2026	42962	.CAMP, BETTY J	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	42963	.CHRONISTER, RODNEY E	MY RIDE -APRIL AND MAY 2026	\$ 761.25
06/23/2026	42964	.COMSTOCK, WINONA	MY RIDE -MAY 2026	\$ 238.53
06/23/2026	42965	.COOK, VAUGHAN	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	42966	.COOK, VERONICA	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	42967	.COOPER, DEBBIE	MY RIDE -MAY 2026	\$ 46.26
06/23/2026	42968	.CURRAN, KIMBERLY	MY RIDE -MARCH, APRIL AND MAY 2026	\$ 535.20
06/23/2026	42969	.DA COSTA, MONICA	MY RIDE -MAY 2026	\$ 174.00
06/23/2026	42970	.ECKHARDT, PATIENCE	MY RIDE -MAY 2026	\$ 72.72
06/23/2026	42971	.ENOCHSON BENNETT, INGER	MY RIDE -MAY 2026	\$ 38.72
06/23/2026	42972	.EVANS, CASEY	MY RIDE -MARCH AND MAY 2026	\$ 507.50
06/23/2026	42973	.FARIA-HOFFMAN, DORENE M	MY RIDE -MAY 2026	\$ 87.07
06/23/2026	42974	.FERREL, LAUREL KAY	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	42975	.FICKLIN, LINDA R	MY RIDE -MAY 2026	\$ 170.88
06/23/2026	42976	.GAGNE, SUSAN D	MY RIDE -MAY 2026	\$ 20.30
06/23/2026	42977	.GALVAN, ELAINE M	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	42978	.GIORDANO, EVA	MY RIDE -MAY 2026	\$ 243.60
06/23/2026	42979	.GRIFFIN, INDIA	MY RIDE -MAY 2026	\$ 18.27
06/23/2026	42980	.GULARTE, LARA L	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	42981	.HANSEN, JOSEPH	MY RIDE -MAY 2026	\$ 253.75

EL DORADO COUNTY TRANSIT AUTHORITY
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May through June 2026

Date	Num	Name	Memo	Amount
06/23/2026	42982	.HANSON, SHARON KAY	MY RIDE -MAY 2026	\$ 140.65
06/23/2026	42983	.HAYDEN, CYNTHIA	MY RIDE -MAY 2026	\$ 91.35
06/23/2026	42984	.HEDGE, SAMANTHA	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	42985	.HENDRIX, SUSAN L.	MY RIDE -MAY 2026	\$ 268.40
06/23/2026	42986	.HINDMARSH, LISA	MY RIDE -MAY 2026	\$ 29.73
06/23/2026	42987	.HOFF-SCONCI, DANA D	MY RIDE -MAY 2026	\$ 215.11
06/23/2026	42988	.HUEBNER, KARYN	MY RIDE -MAY 2026	\$ 54.38
06/23/2026	42989	.JANUS, JOHN	MY RIDE -MAY 2026	\$ 70.25
06/23/2026	42990	.JANUS, THOMAS	MY RIDE -MAY 2026	\$ 90.41
06/23/2026	42991	.KAMENA, DAWN	MY RIDE -APRIL AND MAY 2026	\$ 59.89
06/23/2026	42992	.KAMENA, DENISE C	MY RIDE -APRIL AND MAY 2026	\$ 672.58
06/23/2026	42993	.KINZEL, CATHERINE	MY RIDE -MAY 2026	\$ 169.07
06/23/2026	42994	.LAFFODAY, SARAH E	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	42995	.LEBAR, KELLY	MY RIDE -MAY 2026	\$ 303.05
06/23/2026	42996	.LEONARD, DONALD CHRISTOPHER	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	42997	.LUO, LONGBAO	MY RIDE -MAY 2026	\$ 39.59
06/23/2026	42998	.LUSK, DEBRA SUE	MY RIDE -MAY 2026	\$ 83.38
06/23/2026	42999	.LYNCH, WILLIAM	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43000	.MARTIN, DESTINY	MY RIDE -MAY 2026	\$ 319.00
06/23/2026	43001	.MARTIN, LINA	MY RIDE -MAY 2026	\$ 213.15
06/23/2026	43002	.MATZINGER, LINDA IOLEEN	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43003	.MONTGOMERY, TONI P	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43004	.MYER-HOGUE, SANDRA	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43005	.NUNEZ, FERNANDO	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43006	.PENUMECHCHU, SRINIVAS	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43007	.PERKINS, NANCY	MY RIDE -MAY 2026	\$ 49.66
06/23/2026	43008	.PETERSON, THOMAS JOHN	MY RIDE -MAY 2026	\$ 88.67
06/23/2026	43009	.PETERSON, WALTER	MY RIDE -MAY 2026	\$ 232.00
06/23/2026	43010	.POLANSKI, MARIOLA	MY RIDE -MAY 2026	\$ 252.30
06/23/2026	43011	.RAI, PRAVIND	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43012	.REILLY, MARLENE ANGELA	MY RIDE -APRIL(2) AND MAY 2026	\$ 491.48
06/23/2026	43013	.ROGERS, TIMOTHY ALTON	MY RIDE -MAY 2026	\$ 183.14
06/23/2026	43014	.SHAWHAN, CHARLES	MY RIDE -MAY 2026	\$ 116.00
06/23/2026	43015	.SHEFFIELD, CHRISTOPHER	MY RIDE -APRIL AND MAY 2026	\$ 423.40
06/23/2026	43016	.SHULTS, BARBARA	MY RIDE -MAY 2026	\$ 235.75
06/23/2026	43017	.SMITH, JEFFREY R	MY RIDE -MAY 2026	\$ 72.50
06/23/2026	43018	.SMITH, LAURA	MY RIDE -MAY 2026	\$ 181.25
06/23/2026	43019	.SMITH, WENDELL	MY RIDE -MAY 2026	\$ 507.50
06/23/2026	43020	.SORACCO, MEGAN	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43021	.STENT, JUDY L	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43022	.STOCKEL, JAMES	MY RIDE -MAY 2026	\$ 16.10
06/23/2026	43023	.SUTTER, MARGARET	MY RIDE -MAY 2026	\$ 627.20
06/23/2026	43024	.THOMAS, JULIE R	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43025	.TODD, JANET C	MY RIDE -MAY 2026	\$ 433.41
06/23/2026	43026	.TOMSON, CHARLENE	MY RIDE -MAY 2026	\$ 86.28
06/23/2026	43027	.TVERETINOV, ARKADY	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43028	.VALENCIA, ROCHELLE	MY RIDE -MAY 2026	\$ 124.19
06/23/2026	43029	.VAN CLEAVE, MICHA	MY RIDE -MAY 2026	\$ 349.45
06/23/2026	43030	.WANG, YING	MY RIDE -MAY 2026	\$ 25.81
06/23/2026	43031	.WARMAN, SHIELA	MY RIDE -MAY 2026	\$ 182.99
06/23/2026	43032	.WOJAN, CYNTHIA J	MY RIDE -MAY 2026	\$ 125.86
06/23/2026	43033	.WOJAN, RONALD	MY RIDE -MAY 2026	\$ 25.09
06/23/2026	43034	.WOLLESEN, ERIK V	MY RIDE -MAY 2026	\$ 253.75
06/23/2026	43035	.WORTHEN, DALE	MY RIDE -MAY 2026	\$ 203.73
06/23/2026	43036	4IMPRINT INC	"THIS IS HOW WE ROLL" T-SHIRTS (60)	\$ 571.45
06/23/2026	43037	A-Z BUS SALES INC	TRANSIT 350 VANS (3)	\$ 305,724.48
06/23/2026	43038	ACC BUSINESS	JUNE 2026 - FIBER INTERNET	\$ 80.00
06/23/2026	43039	ADM SCREENING	DOT MED EXAM, DOT DRUG SCREEN PRE-EMPLOYEMENT, DOT DRUG RANDOM	\$ 865.00
06/23/2026	43040	AFLAC	JUNE 2026 - INSURANCE PREMIUMS	\$ 342.64
06/23/2026	43041	AMAZON CAPITAL SERVICES INC	JUNE 2026 - AMAZON PURCHASES	\$ 2,016.66
06/23/2026	43042	AT&T MOBILITY LLC	VEHICLE CARD READER SIM CARDS 5/5/26 - 6/4/26	\$ 1,734.00
06/23/2026	43043	CaTIP - CAL TRANSIT INDEMNITY POOL	Q2 2026 -DOLLAR ONE BILLING FOR PROGRAM YEAR 2025	\$ 40,197.30
06/23/2026	43044	CDW GOVERNMENT	KINGSTON 500GB SSD-MW	\$ 119.38
06/23/2026	43045	CITY OF PLACERVILLE	APRIL TO JUNE 2026 - BUS SHELTER MAINTENANCE	\$ 330.00
06/23/2026	43046	COLUMBIA BANK	RECONCILED VISA CHARGES	\$ 8,419.38
06/23/2026	43047	CTAA-COMMUNITY TRANS ASSOC OF AMERICA	MEMBERSHIP RENEWAL	\$ 1,250.00
06/23/2026	43048	EDWARDS, STEVENS & TUCKER LLP	MAY 2026 - PERSONNEL LEGAL MATTER	\$ 900.00
06/23/2026	43049	EL DORADO IRRIGATION DISTRICT	APRIL & MAY 2026 - WATER SERVICE FOR EDH PARK & RIDE	\$ 159.91
06/23/2026	43050	EMP. MISC. REIMBURSEMENT	PANTS REIMBURSEMENT -M. GUITARD	\$ 75.00
06/23/2026	43051	LANGUAGE LINE SERVICES INC	MAY 2026 - OVER-THE-PHONE LANGUAGE INTERPRETATION	\$ 27.62
06/23/2026	43052	OPERATING ENGINEERS LOCAL UNION #3	JUNE 2026 - UNION DUES	\$ 1,755.00
06/23/2026	43053	PACIFIC GAS & ELECTRIC	MAY 2026 - ELECTRIC SERVICE FOR ADMIN/MAINT BUILDINGS + CENTRAL PARK & RIDE	\$ 3,547.60

EL DORADO COUNTY TRANSIT AUTHORITY

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May through June 2026

Date	Num	Name	Memo	Amount
06/23/2026	43054	QUADIENT FINANCE USA INC	POSTAGE FOR POSTAGE METER AND EQUIPMENT RENTAL	\$ 1,086.84
06/23/2026	43055	RTS IT INC	RSM CONNECTION TROUBLE - B. MCCORMICK	\$ 70.00
06/23/2026	43056	SMALL BUSINESS BENEFIT PLAN TRUST	JULY 2026 - DENTAL & VISION PREMIUMS	\$ 4,123.40
06/23/2026	43057	SPOT-ON SIGNS & GRAPHICS	A-FRAME SIGN FOR VARIOUS EVENTS	\$ 164.20
06/23/2026	43058	STATE OF CA - DEPT OF JUSTICE	STATE AND FBI CRIMINAL BACKGROUND CHECK	\$ 49.00
06/23/2026	43059	US BANK NATIONAL ASSOCIATION	JUNE 2026 - RICOH MACHINE LEASE PAYMENT / CONTRACT OVERAGE CHARGES 5/4 - 6/4	\$ 1,022.50
06/23/2026	43060	VITUITY URGENT CARE SERVICES PC	EMPLOYEE LAB TESTING	\$ 200.00
06/23/2026	43061	WAYNE'S LOCKSMITH SERVICE	DEADBOLT & INSTALLATION FOR SMALL CONFERENCE DOOR/ROBERT'S OFFICE	\$ 725.91
06/23/2026	43062	WILKINSON PORTABLES INC	MAY 2026 - PORTABLE TOILET & WASH STATION RENTAL FOR CAMBRIDGE P&R	\$ 189.20
06/23/2026	43063	.ALLEN, CYNTHIA A	MY RIDE -APRIL 2026	\$ 32.48
06/23/2026	43064	.FERREL, LAUREL KAY	MY RIDE -APRIL 2026	\$ 240.70
06/23/2026	43065	.VAN CLEAVE, MICHA	MY RIDE -APRIL 2026	\$ 256.22
06/23/2026	43066	DAWSON OIL	MAY 2026 - FUEL PURCHASES, DRYDENE DIESELALL & SALES TAX	\$ 102,921.08
06/23/2026	43067	EMP. MISC. REIMBURSEMENT	DMV PERMIT -T. RODGERS	\$ 102.10
06/23/2026	43068	UNIVERSAL SECURITY & FIRE INC	APRIL TO JUNE 2026 - BURGLAR ALARM MONITORING	\$ 135.00
				<u>\$ 1,220,734.46</u>
				<u><u>\$ 1,220,734.46</u></u>

AGENDA ITEM 1 C
Consent Item

MEMORANDUM

DATE: August 6, 2026
TO: El Dorado County Transit Authority
FROM: Erik Bergren, Planning and Marketing Manager
SUBJECT: May and June 2026 Ridership Reports

REQUESTED ACTION:
BY MOTION,

Receive and File the May and June 2026 Ridership Reports

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 months of May and June 2026, Demand Response, Local Fixed Route and Commuter ridership continued to trend up with the exception of May Local Fixed Route, which was down 7.5%. Fiscal Year-to-date ridership was up 5.6% overall.

In May, Systemwide monthly passenger trips stayed flat, decreasing by 1.0% compared to the previous year. Demand Response ridership increased by 14.8%, Local Fixed Route ridership decreased by 7.5%, and Commuter ridership increased by 3.9%.

In June, Systemwide monthly passenger trips increased by 10.6% compared to the previous year. Demand Response ridership increased by 21.3%, Local Fixed Route ridership increased by 7.1% and Commuter ridership increased by 11.2%.

Commuter ridership has been steadily increasing for the past two years. We expect ridership to continue to increase with the latest Return to Office order.

The attached Fiscal Year-to-Date Ridership Report compares the current fiscal year to the same period in the previous six (6) fiscal years to analyze pre-Covid and current ridership trends.

May 2026 Ridership Report

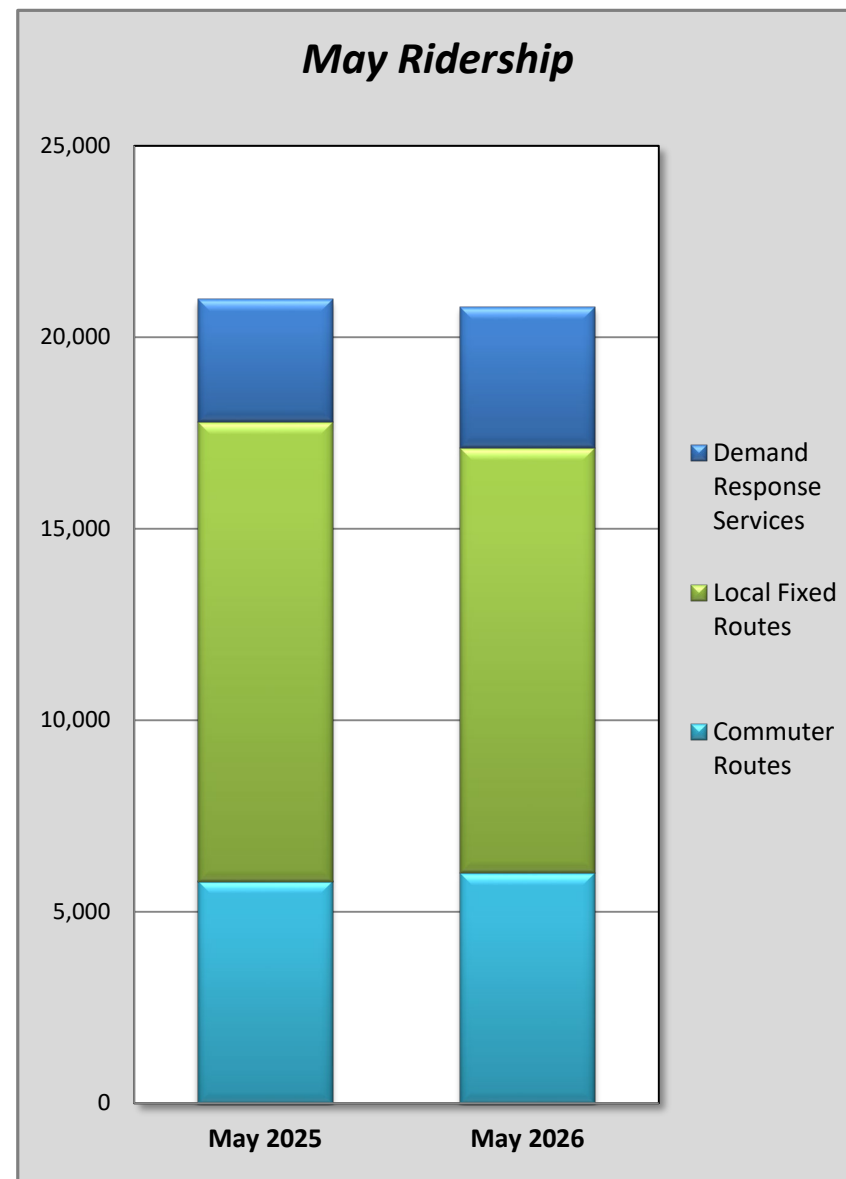


Demand Response Services	May 2025	May 2026	% Change
Dial-a-Ride	974	1,071	10.0%
Sac-Med	51	42	-17.6%
ADA Paratransit	331	367	10.9%
M.O.R.E.*	701	570	-18.7%
Senior Day Care*	0	0	0.0%
My Ride	1,142	1,623	42.1%
Total Demand Response	3,199	3,673	14.8%

Local Fixed Routes	May 2025	May 2026	% Change
20 - Placerville	1,585	1,407	-11.2%
25 - Saturday Express	494	643	30.2%
30 - Diamond Springs	1,293	1,103	-14.7%
35 - Diamond Springs Saturday	105	0	-100.0%
40 - Cameron Park	1,272	1,149	-9.7%
50x - 50 Express	5,525	5,110	-7.5%
60 - Pollock Pines	1,715	1,679	-2.1%
Total Local Fixed Routes	11,989	11,091	-7.5%

Commuter Routes	May 2025	May 2026	% Change
Sacramento Commuter	5,107	5,151	0.9%
Reverse Commuter	17	68	300.0%
Sacramento/Tahoe Connector	668	796	19.2%
Total Commuter Routes	5,792	6,015	3.9%

	May 2025	May 2026	% Change
Systemwide	20,980	20,779	-1.0%
Passengers per Revenue Hour	5.2	4.6	-11.4%



*Contracted Services - Ridership Determined by Client Enrollment

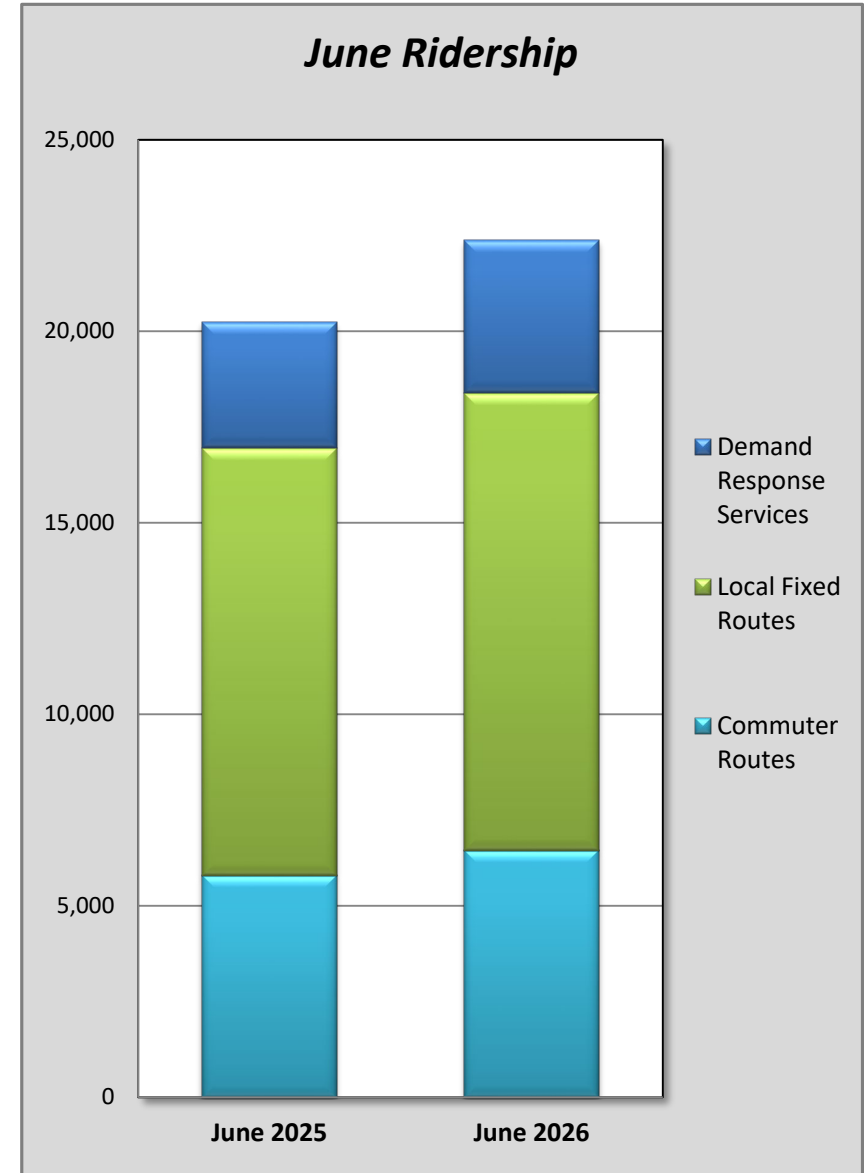
June 2026 Ridership Report

Demand Response Services	June 2025	June 2026	% Change
Dial-a-Ride	977	1,119	14.5%
Sac-Med	36	54	50.0%
ADA Paratransit	340	430	26.5%
M.O.R.E.*	719	654	-9.0%
Senior Day Care*	0	0	0.0%
My Ride	1,219	1,736	42.4%
Total Demand Response	3,291	3,993	21.3%

Local Fixed Routes	June 2025	June 2026	% Change
20 - Placerville	1,725	1,445	-16.2%
25 - Saturday Express	376	482	28.2%
30 - Diamond Springs	1,106	1,153	4.2%
35 - Diamond Springs Saturday	90	0	-100.0%
40 - Cameron Park	1,130	1,243	10.0%
50x - 50 Express	5,134	5,658	10.2%
60 - Pollock Pines	1,584	1,954	23.4%
Total Local Fixed Routes	11,145	11,935	7.1%

Commuter Routes	June 2025	June 2026	% Change
Sacramento Commuter	5,022	5,515	9.8%
Reverse Commuter	75	99	32.0%
Sacramento/Tahoe Connector	705	836	18.6%
Total Commuter Routes	5,802	6,450	11.2%

	June 2025	June 2026	% Change
Systemwide	20,238	22,378	10.6%
Passengers per Revenue Hour	5.0	4.5	-10.8%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

July - June

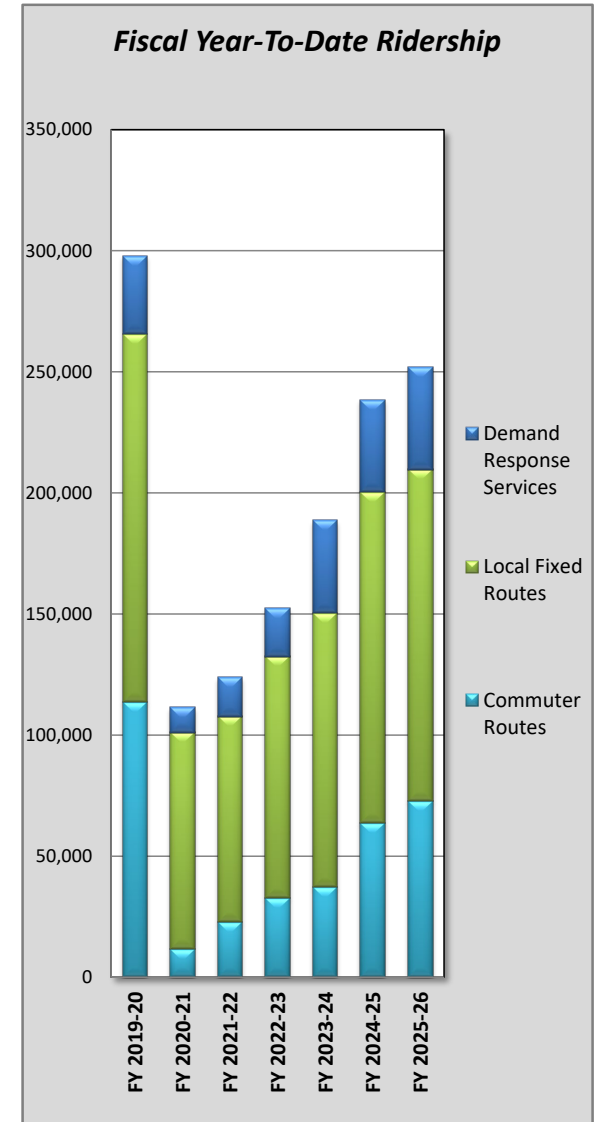


Demand Response Services	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	% Year Change
Dial-a-Ride	12,685	6,258	6,986	8,931	12,926	11,669	12,266	5.1%
Sac-Med	248	247	370	316	434	473	586	23.9%
ADA Paratransit	647	1,718	2,779	2,823	2,948	3,268	4,345	33.0%
M.O.R.E.*	15,336	2,238	6,097	6,994	8,870	8,523	7,853	-7.9%
Senior Day Care*	3,291	0	0	0	0	0	0	0.0%
My Ride	0	0	0	662	13,230	14,109	17,015	20.6%
Total Demand Response	32,207	10,461	16,232	19,726	38,408	38,042	42,065	10.6%

Local Fixed Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	% Year Change
20 - Placerville	38,192	12,442	12,540	15,472	15,535	18,250	19,443	6.5%
25 - Saturday Express	4,941	3,516	2,301	0	0	4,624	5,569	20.4%
30 - Diamond Springs	22,573	9,463	9,644	13,168	13,466	16,195	14,915	-7.9%
35 - Diamond Springs Saturday	1,423	1,003	710	0	0	1,348	1,034	-23.3%
40 - Cameron Park	14,336	10,246	10,333	12,273	12,488	13,836	13,533	-2.2%
50x - 50 Express	35,338	35,835	34,407	42,978	54,412	64,563	63,376	-1.8%
60 - Pollock Pines	35,014	16,893	14,838	15,773	17,075	17,860	18,902	5.8%
Total Local Fixed Routes	151,817	89,398	84,773	99,664	112,976	136,676	136,772	0.1%

Commuter Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	% Year Change
Sacramento Commuter	113,139	11,503	16,085	23,132	26,895	53,460	62,900	17.7%
Reverse Commuter	657	143	230	249	698	515	791	53.6%
Sacramento/Tahoe Connector	0	0	6,560	9,448	9,754	9,795	9,236	-5.7%
Total Commuter Routes	113,796	11,646	22,875	32,829	37,347	63,770	72,927	14.4%

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	% Year Change
Systemwide	297,820	111,505	123,880	152,219	188,731	238,488	251,764	5.6%
Passengers per Revenue Hour	6.4	3.4	3.7	4.3	4.2	5.0	4.8	-3.5%



*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1 D
Consent Item

MEMORANDUM

DATE: August 6, 2026

TO: El Dorado County Transit Authority

FROM: Erik Bergren, Planning and Marketing Manager

SUBJECT: El Dorado Transit Americans with Disabilities Act Paratransit Compliance Plan

REQUESTED ACTION:
BY MOTION,

Approve the Updated 2026 El Dorado Transit Americans with Disabilities Act Paratransit Compliance Plan

BACKGROUND

As a public operator of transit services, the El Dorado County Transit Authority (El Dorado Transit) is required by the Americans with Disabilities Act (ADA) to provide complementary paratransit services for people who, due to a disability, are unable to use El Dorado Transit's regular fixed route bus services for some or all of their trips. Since 1994 El Dorado Transit has met its ADA paratransit obligation through a combination of ADA deviation on regular bus fixed routes and separate ADA complementary paratransit services.

El Dorado Transit submitted the first El Dorado Transit Americans with Disabilities Act Paratransit Compliance Plan (Plan) in 1994, as required by ADA regulations. The Plan has been updated several times since 1994, with the most recent revision occurring in 2019.

Per CFR 49 Part 37.137 (c) Ongoing Requirement, agencies are mandated to create an ongoing mechanism for the participation of individuals to assess El Dorado Transit ADA services. All major service changes are presented at one (1) or more public hearings and are reviewed by the Board and the Transit Advisory Committee.

DISCUSSION

Since the last update, El Dorado Transit has implemented changes to the Dial-a-Ride fare structure, revised or discontinued local fixed routes and revised commuter and reverse commuter services. The attached 2026 El Dorado Transit Americans with Disabilities Act Paratransit Compliance Plan was revised to reflect these changes in addition to other minor updates illustrated in the attachment.

Staff is requesting approval of the 2026 El Dorado Transit Americans with Disabilities Act Paratransit Compliance Plan.

FISCAL IMPACT

None



EL DORADO TRANSIT

AMERICANS WITH DISABILITIES ACT PARATRANSIT COMPLIANCE PLAN

ADOPTED: FEBRUARY 3, 1994

ADOPTED: JUNE 2, 2011

ADOPTED: JUNE 28, 2012

ADOPTED: JUNE 5, 2014

ADOPTED: AUGUST 6, 2015

ADOPTED: SEPTEMBER 1, 2016

ADOPTED: DECEMBER 5, 2019

[DRAFT: AUGUST 6, 2026](#)

Submitted by:

El Dorado County Transit Authority

6565 Commerce Way

Diamond Springs, CA 95619

(530) 642-5383

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- A. Map of the El Dorado Transit Service Area
- B. Demographic Breakdown of Population Served
- C. El Dorado Transit Eligibility Application
- D. Sample Notification Letters for Acknowledgement, Eligibility, and Denials
- E. Local Route Brochure
- F. Sacramento Commuter Route Brochure
- G. Dial-A-Ride Brochure
- H. SAC-MED Non-Emergency Medical Transportation Brochure
- I. ADA Complementary Paratransit Services Brochure

SECTION 1

INTRODUCTION

El Dorado County is located in the Gold Country of California, stretching from the Central Valley east of Sacramento up to the peaks of the Sierra Nevada. This plan encompasses the western slope of El Dorado County (west of the Sierra Crest) including Placerville, Cameron Park, El Dorado Hills, Pollock Pines, and Diamond Springs, as well as smaller communities. The City of Placerville is the County seat and is the only incorporated town within the service area.

The Western Slope of El Dorado County (excluding the Tahoe Basin) is approximately 1.1 million acres in size with a population of approximately 148,614 (2010-2020 US Census). A service area map is presented in Appendix A. Part rural community, part suburban bedroom community and also an agri-tourism destination, El Dorado County is a desirable location in which to live and visit, and has experienced residential and tourism growth in recent years. In particular, the area's proximity to employment opportunities in Sacramento County has generated substantial suburban growth in the western portion of the County.

The major east/west access is provided by US Highway 50 (US 50), connecting the area with Sacramento to the west and South Lake Tahoe and Carson City, Nevada to the east. North/south highway access to the area is provided by Highway 49, connecting the area with Auburn to the northwest and Sonora to the southeast. State Route 193 provides northern access to Georgetown.

BACKGROUND

1.1 Background of Paratransit Compliance Plan

On July 26, 1990, President George H.W. Bush signed into law the Americans with Disabilities Act (ADA), a major piece of legislation to guarantee civil rights and non-discrimination to persons with disabilities. As a "public entity which provides fixed-route transit service", the El Dorado County Transit Authority (El Dorado Transit) must:

- a) Purchase only wheelchair accessible vehicles which meet certain technical specifications (similar to California Law);
- b) Adjust the route deviation transit services to include route deviations up to $\frac{3}{4}$ of a mile for persons with disabilities and/or;
- c) Develop and implement a plan for "complementary paratransit service" for people who, because of their disability, cannot use the fixed-route bus system.

Complementary paratransit service is defined according to six (6) "service-criteria", under which the service is to be "comparable" (as defined in regulations issued by the U.S. Department of Transportation), to fixed-route:

1. Same service area;
2. Service must be provided “the next day”;
3. Fares cannot be more than twice the regular bus fare for same time of day;
4. There can be no restrictions or priorities on trip purpose;
5. Hours and days of service must be the same, and;
6. There can be no “capacity constraints” (all trips requested must be served).

The statute defines three (3) “categories” of eligibility for complementary paratransit service, based on inability to use the fixed-route system. Only eligible individuals must be provided with service that meets the above criteria.

1.2 El Dorado Transit Adopted ADA Compliance Action Plan (Original)

On February 3, 1994, the El Dorado Transit Board of Directors adopted the ADA Compliance Action Plan (Plan). The Plan detailed a timeline which specified that El Dorado Transit would be in full compliance with Section 37.139 of the ADA by June 1994. El Dorado Transit met this requirement establishing full compliance as of June 1994.

Initially, accommodations for ADA eligible individuals were met on the Placerville Shuttle route with off-route deviation service; however, due to significant delays caused by off-route service during “peak hours”, it was proposed that ADA Dial-A-Ride would provide complementary paratransit service within $\frac{3}{4}$ of a mile between 9:00 A.M. and 4:00 P.M.

During “off-peak” hours on weekdays from 7:00 A.M. until 9:00 A.M. and 4:00 P.M. and 6:00 P.M. Saturday service would operate off-route deviation service on the Saturday Express. All other fixed-route service would accommodate ADA eligible passengers with off-route deviation service.

The Plan projected that all El Dorado Transit revenue service vehicles would be 100% accessible in fiscal year 1994/95. El Dorado Transit met the target date.

Originally, the Plan identified that El Dorado Transit substantially complied with the service criteria for ADA paratransit through route-deviation service on the fixed-route and Dial-A-Ride services. Minor modifications were needed to bring the service into full compliance. It was recommended that the necessary modification be phased in during the 1994 calendar year.

The following table reflects the 1994 schedule of compliance and adjustments to El Dorado Transit service:

Criteria	Modification	Schedule
Same Service Area	Dial-A-Ride and Route-Deviation service currently in compliance	N/A
Next Day Service	Implement 24 hour ADA Dial-A-Ride answering machine	2/94
Fares not more than twice regular bus fare	Dial-A-Ride and Route-Deviation service currently in compliance	N/A
No Priorities	Dial-A-Ride currently in compliance	N/A
Same Service Hours and Days	Expand ADA Dial-A-Ride weekday hours and operate Route-Deviation service on the “off-peak” Placerville Shuttle and Pollock Pines route on Saturdays	4/94
Visitor Services	Implement ADA registration process	2/94
No Capacity Constraints	Monitor for ADA Dial-A-Ride and proposed service alternatives for non-disabled passengers if necessary	6/94

1.3 El Dorado Transit Current ADA Compliance Action Plan Update

The El Dorado Transit ADA Compliance Plan update ensures future compliance with the Department of Transportation final rule for Transportation for Individuals with Disabilities; Reasonable Modification of Policies and Practices issued March 13, 2015 as stated in 80 FR 13253.

SECTION 2

IDENTIFICATION AND CONTACT INFORMATION

2.1 Identification and Contact Information

In accordance with Section 37.139 of the U.S. Department of Transportation's regulations to implement the ADA, El Dorado Transit submits the following required information for its fixed route and complementary paratransit service plan.

The ADA Compliance Plan is submitted by:

Name: El Dorado Transit
Address: 6565 Commerce Way
Diamond Springs, CA 95619

Contact: ~~Matthew Mauk~~ [Brian James](#),

Executive Director Telephone: (530) 642-5383
ext. 210

Email: ~~mmauk~~bjames@eldoradotransit.com

Fax: (530) 622-2877

SECTION 3

FIXED-ROUTE SERVICES

3.1 Service Area

El Dorado Transit operates from an administrative/operations base located in Diamond Springs, California, about 44 miles east of Sacramento and 60 miles west of South Lake Tahoe, California. El Dorado Transit serves the portion of El Dorado County west of the Sierra Crest, called the Western Slope. The Western Slope is a mix of rural, agricultural and suburban areas. The single incorporated city in the service area is Placerville (**pop. 10,389** ~~671~~), a historic community situated at an elevation of approximately 2,000 feet above the sea level. The largest unincorporated community within the service area is that of El Dorado Hills, located at the western edge of El Dorado County, with a population of 42,108. Refer to Appendix A for a map of the service area.

3.2 Fixed-Route Structure

Fixed-route transit service started in 1980 and currently operates in Placerville, Camino, Pollock Pines, Diamond Springs, Cameron Park, El Dorado Hills, Shingle Springs and El Dorado. El Dorado Transit operations are funded via farebox revenues, California State Transit Development Act (TDA) and State Transit Assistance (STA) funds, as well as FTA grant funds.

The fare is \$1.50 for general passengers and \$0.75 for students, seniors and disabled passengers. Refer to Appendix E for current local fixed route schedules.

The existing fixed-route services provided by El Dorado Transit are summarized as the following:

Local Fixed Routes

3.2.1 Route 20 - Placerville

The Placerville route provides fixed-route services mainly along the U.S. Highway 50 corridor between Point View Drive, and Placerville Station on Mosquito Road in Placerville.. ~~Placerville and the Missouri Flat Transfer Center on Missouri Flat Road.~~ Service is provided Monday through Friday between ~~6:00~~6:30 A.M. and ~~6:55~~7:25 P.M. on ~~one (1)~~1 1/2 hour headways.

3.2.2 Route 60 - Pollock Pines

The Pollock Pines route provides fixed-route service along the U.S. Highway 50 corridor between Pollock Pines and ~~the Missouri Flat Transfer Center~~Placerville Station. Service is provided Monday through Friday between 7:00 A.M. and 6:55 P.M. on one (1) hour headways.

3.2.3 Route 30 - Diamond Springs/El Dorado

(+) The Diamond Springs route provides fixed-route service for the communities of Diamond Springs and El Dorado Monday through Friday between ~~6:00~~ 7:00 A.M. and 6:55 P.M. on one 1/2 hour headways.

3.2.4 Route 40 - Cameron Park / Shingle Springs

The Cameron Park route provides fixed-route service within the community of Cameron Park. The Cameron Park route operates Monday through Friday between 6:30 A.M. and 7:20 P.M. on one (1) hour headways. The Cameron Park route connects with the 50 Express at the Cambridge Rd. Park and Ride for passengers wishing to travel east or west along the Highway 50 corridor.

3.2.5 Route 50X - 50 Express

The 50 Express provides local fixed-route service along the U.S. Highway 50 corridor between Placerville and the Sacramento County line, and commuter service between the Sacramento County Line and the Iron Point Light Rail Station in Folsom, Monday through Friday between ~~5:53~~ 6:00 A.M. and ~~7:55~~ 7:25 P.M. on one (1) hour headways. The 50 Express provides service to the El Dorado Campus of Folsom Lake College, Missouri Flat Transfer Center, Tribal Health, Red Hawk Casino, Cameron Park, El Dorado Hills Park and Ride, Kaiser and Intel and the Folsom campus of Folsom Lake College.

3.2.6 Route 25 - Saturday Express

The Saturday Express route provides express service along the U.S. Highway 50 corridor between Pollock Pines and the ~~Missouri Flat Transfer Center~~ Iron Point Light Rail Station in Folsom, providing limited access to stops in Placerville and Diamond Springs. The service operates between 9:00 A.M. and ~~4:55~~ 5:00 P.M. on one (1) hour headways.

~~3.2.7 Route 35 - Diamond Springs - Saturday~~

~~The Diamond Springs - Saturday route provides fixed-route service for the communities of Diamond Springs and El Dorado. The service operates between 9:00 A.M. and 4:55 P.M. on one (1) hour headways.~~

Commuter Services

~~3.2.8~~ 3.2.7 Sacramento Commuter Service

The Sacramento Commuter provides service along the U.S. Highway 50 corridor between ~~seven (7)~~ six (6) park and ride locations and downtown Sacramento Monday through Friday 5:10 A.M. to 7:30 P.M. The Sacramento Commuter service makes connections with public bus and light rail service (Sacramento Regional Transit) in downtown

Sacramento. The fare is \$5.00 for general passengers and ~~\$4.00~~ Free for Sacramento State University and Los Rios Community College District (CRC) students with proper identification. No senior or disabled reduced fare is offered for this service. Refer to Appendix F for Commuter route brochure.

~~3.2.93.2.8~~ Reverse Commuter Service

~~Four (4) Sacramento Commuter routes (two in the morning and two in the afternoon).~~ The Sacramento Reverse Commuter Service provides ~~provide~~ reverse service between downtown Sacramento and ~~five (5)~~ six (6) locations within El Dorado County Monday through Friday. These commuter routes make connections with the local fixed-route buses. The fare is \$5.00 for general passengers and ~~\$4.00~~ Free for Sacramento State University and Los Rios Community College District (CRC) students with proper identification. No senior or disabled reduced fare is offered for this service. Refer to Appendix F for commuter route brochure.

3.3 Fixed-Route Operating Days, Hours and Fares

Service	Days of Service	Hours of Operation	Fare
LOCAL FIXED ROUTE			
Route 20 - Placerville	Monday – Friday	6:00 30 A.M. – 6:55 7:25 P.M.	\$1.50 – General \$0.75 Senior & Disabled
Route 60 - Pollock Pines / Camino	Monday –Friday	7:00 A.M – 6:55 7:00 P.M	\$1.50 – General \$0.75 Senior & Disabled
Route 30 - Diamond Springs / El Dorado	Monday –Friday	6:00 7:00 A.M. – 6:55 P.M.	\$1.50 – General \$0.75 Senior & Disabled
Route 40 - Cameron Park / Shingle Springs	Monday – Friday	6:30 A.M. – 7:20 P.M.	\$1.50 – General \$0.75 Senior & Disabled
Route 50X - 50 Express	Monday-Friday	5:53 6:00 AM – 7:55 8:00 PM	\$1.50 – General \$0.75 Senior & Disabled
Route 25 - Saturday Express	Saturdays Only	9:00 A.M. – 4:55 5:00P.M.	\$1.50 – General \$0.75 Senior & Disabled
Route 35 – Diamond Springs – Saturday	Saturdays Only	9:00 A.M. – 4:55 P.M	\$1.50 – General \$0.75 Senior & Disabled
COMMUTER			
Sacramento Commuter	Monday – Friday	5:10 A.M. – 7:30 P.M.	\$5.00 - General / \$4.00 Free - Sac State/ CRC Students

3.4 **El Dorado Transit Observed Holidays**

El Dorado Transit does not operate services on the following holidays:

- New Year's Day
- Martin Luther King, Jr. Day
- Presidents Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- The day after Thanksgiving
- Christmas Eve
- Christmas Day

3.5 **Adverse Weather Conditions**

It is the goal of El Dorado Transit to provide safe, reliable, courteous, attractive and comfortable public transit service in all types of weather. However; there may be times when snow or icy road conditions will necessitate a decision based on safety concerns to temporarily reduce or cancel transit services until weather conditions improve. The decision to make any service reductions will be made by the Executive Director or designee after evaluating reports of road conditions in the transit service area.

3.6 **Population Served**

Per [2010-2020](#) U.S Census data, the population of Placerville is 10,[389-671](#) and the population of the Western Slope of El Dorado County is approximately [148,614-163,469](#). Refer to Appendix B for the demographics of population served.

SECTION 4

EL DORADO TRANSIT FIXED-ROUTE VEHICLE INVENTORY

4.1 Vehicle Inventory

El Dorado Transit currently operates ~~40-39~~ buses and 10 vans.

BUS	YEAR/MAKE/MODEL	CAP. AMB/WC	LIFT/ RAMP
0602	06-BLUEBIRD	45/2	YES
0606	06-BLUEBIRD	37/2	YES
0607	06-BLUEBIRD	37/2	YES
0608	06-BLUEBIRD	37/2	YES
0609	06-BLUEBIRD	37/2	YES
0610	06-BLUEBIRD	37/2	YES
0703	07-CHEVY-KODIAK	26/2	YES
0704	07-CHEVY-KODIAK	26/2	YES
0707	07-CHEVY-KODIAK	26/2	YES
0901	08-CHEVY-KODIAK	26/2	YES
0902	08-CHEVY-KODIAK	26/2	YES
0903	08-CHEVY-KODIAK	26/2	YES
1201	11-INTERNATIONAL	26/2	YES
1001	10-MCI 4500	57/2	YES
1002	10-MCI 4500	57/2	YES
1003	10-MCI 4500	57/2	YES
1004	10-MCI 4500	57/2	YES
1005	10-MCI 4500	57/2	YES
1006	10-MCI 4500	57/2	YES
1007	10-MCI 4500	57/2	YES
1008	10-MCI 4500	57/2	YES
1009	10-MCI 4500	57/2	YES
1202	12-MCI 4500	57/2	YES
1401	14-MCI 4500	57/2	YES
1801	18-MCI 4500	57/2	YES
1802	18-MCI 4500	57/2	YES
1803	18-MCI 4500	57/2	YES
1804	18-MCI 4500	57/2	YES
1805	18-MCI 4500	57/2	YES
1601	16-FORD CUTAWAY	26/2	YES
1602	16-FORD CUTAWAY	26/2	YES
1603	16-FORD CUTAWAY	26/2	YES
1604	16-FORD CUTAWAY	26/2	YES
1605	16-FORD CUTAWAY	26/2	YES
1606	16-FORD CUTAWAY	26/2	YES
1607	16-FORD CUTAWAY	26/2	YES
1701	17-GILLIG	31/2	YES
1702	17-GILLIG	31/2	YES
1703	17-GILLIG	31/2	YES
1704	17-GILLIG	31/2	YES
1705	17-GILLIG	31/2	YES
1706	17-GILLIG	31/2	YES
<u>2001</u>	<u>20-GILLIG</u>	<u>31/2</u>	<u>YES</u>
<u>2002</u>	<u>20-GILLIG</u>	<u>31/2</u>	<u>YES</u>
<u>2003</u>	<u>20-GILLIG</u>	<u>31/2</u>	<u>YES</u>
<u>2004</u>	<u>20-GILLIG</u>	<u>31/2</u>	<u>YES</u>
<u>1901</u>	<u>19-FORD CUTAWAY</u>	<u>220/2</u>	<u>YES</u>
<u>1902</u>	<u>19-FORD CUTAWAY</u>	<u>220/2</u>	<u>YES</u>
<u>1903</u>	<u>19-FORD CUTAWAY</u>	<u>220/2</u>	<u>YES</u>
<u>1904</u>	<u>19-FORD CUTAWAY</u>	<u>220/2</u>	<u>YES</u>

<u>1905</u>	<u>19-FORD CUTAWAY</u>	<u>220/2</u>	<u>YES</u>
<u>1906</u>	<u>19-FORD CUTAWAY</u>	<u>220/2</u>	<u>YES</u>
<u>2201</u>	<u>22- FORD TRANSIT</u> <u>VAN</u>	<u>220/2</u>	<u>YES</u>

4.2 Vehicle and Fixed-Route Accessibility

All El Dorado Transit fixed route, commuter and paratransit vehicles are 100% accessible.

SECTION 5

EL DORADO TRANSIT PARATRANSIT SERVICES

El Dorado Transit provides the following paratransit services:

5.1 ADA Complementary Paratransit

Complementary Paratransit is a ~~curb-to-curb~~door to door transportation service operating during the same hours as the local fixed route services. The ADA Paratransit service operates within $\frac{3}{4}$ of a mile of the Local Fixed Route services provided within the Placerville, Pollock Pines, Cameron Park and Diamond Springs service areas for ADA eligible passengers. Service hours are as follows:

- Placerville: ~~6:00~~6:30 A.M. to ~~6:55~~7:25 P.M. Monday through Friday
- Pollock Pines: 7:00 A.M. to ~~6:55~~7:00 P.M. Monday through Friday
- Cameron Park: 6:30 A.M. to 7:20 P.M. Monday through Friday
- Diamond Springs: 6:00 A.M. to ~~6:55~~7:00 P.M. Monday through Friday
- 50 Express: ~~5:53~~6:00 A.M. to 7:55 P.M. Monday through Friday
- Saturday Express: 9:00 A.M. to ~~4:55~~5:00 P.M.
- Diamond Springs Saturday: 9:00 A.M. to 4:55 P.M.

ADA eligible passengers may schedule a complementary paratransit trip during regular business hours, 8:00 A.M. to 5:00 P.M. seven (7) days a week, a maximum of three days in advance and up to 5:00 P.M. the day prior to the trip request. The Complementary Paratransit fare is \$3.00 one-way.

5.1.1 Dial-A-Ride

Dial-A-Ride is a seven (7) day a week, curb-to-curb, demand response service designed for seniors and disabled persons. The service is available Monday through Friday 7:30 A.M. and 5:00 P.M. and on Saturday and Sunday from 8:00 A.M. to 5:00 P.M.

The Dial-A-Ride service area covers the areas of El Dorado Hills, Cameron Park, Shingle Springs, Rescue, Coloma, El Dorado, Diamond Springs, Placerville, Camino and Pollock Pines. ~~Each one-way ride fare is based on the length of the trip. Up to four (4) miles is \$2.00 and each additional mile is \$0.50~~Fares are a flat rate of \$3.00 per one way trip. Refer to Appendix G for Dial-a-Ride brochure.

Dial-A-Ride is a first-come-first-serve, shared-ride public transportation service. Reservations can be made up to three (3) days in advance between 9:00 A.M. and 5:00 P.M. Monday through Friday. Rides are confirmed at the time of the reservation request.

5.1.2 Sac-Med Non-Emergency Medical Transportation

The Sac-Med Non-Emergency Medical Transportation (SAC-MED) is a shared ride, non-emergency transportation service for seniors and disabled passengers to medical appointments outside El Dorado County.

The service operates two (2) days per week (Tuesdays and Thursdays), between the hours of 8:00 A.M. and 6:10 P.M. Passengers are encouraged to make medical appointments between the hours of 10:00 A.M. and 2:00 P.M. Passengers call between the hours of 9:00 A.M. and 5:00 P.M. to make reservations. Reservations can be no later than four (4) business days in advance and can be scheduled as much as fourteen (14) days in advance. Passengers may make multiple destination requests in Sacramento for a \$10.00 fare per boarding. Refer to Appendix H for brochure.

5.2 Summary of Paratransit Services

El Dorado Transit meets all requirements for complementary paratransit under the guidelines of the ADA. El Dorado Transit does not contract any paratransit services.

SECTION 6

ADA ELIGIBILITY INFORMATION

6.1 Principles for ADA Eligibility

All elements of the eligibility program were developed with the participation of the disabled community.

1. El Dorado Transit is responsible for determining ADA eligibility.
2. The criteria and certification process used for determining ADA eligibility, a policy for visitors and an appeals process shall be applied.
3. To determine eligibility, the applicant will fill out the application form. Functional or medical verification of an applicant's disability may be required.
4. Some persons will be ADA eligible for some trips and not for others. The system must be able to ascertain trip-by-trip eligibility.
5. In order to maximize use of fixed-route services by disabled persons, travel training could be a component of El Dorado Transit's eligibility program.
6. El Dorado Transit will provide ADA eligible trips per ADA guidelines as allowed, such as off-route deviations or complementary paratransit service.
7. Current users of ADA eligibility will not be automatically assumed ADA eligible.
8. The appeals process will consist of a tiered approach, including agency, committee and/or peer review.
9. El Dorado Transit is required only to service ADA eligible persons on ADA eligible trips.
10. The eligibility criteria are subject to change based upon possible revisions to the Department of Transportation's Final Rule and upon evaluation of actual service delivery.
11. There will be an identification card issued.

6.2 Overview of the ADA Applications Process

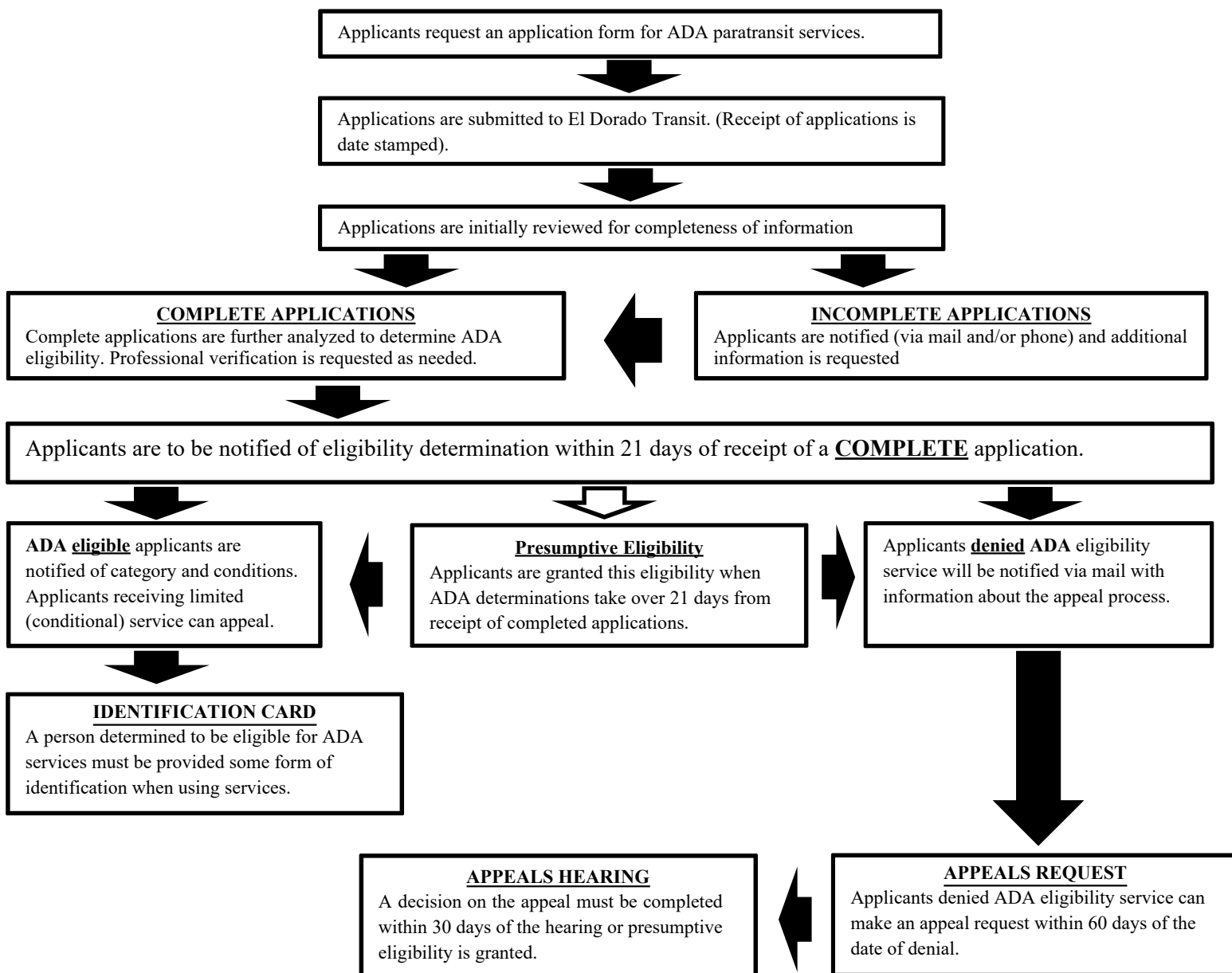
The application process adopted by El Dorado Transit is outlined on the chart in figure 1. The eligibility process used is that of self-assessment with professional verification as needed.

The application process for ADA eligibility begins when an individual requests a form from El Dorado Transit.

The work of the ADA certifying staff* begins when the application is received and initially reviewed for completeness of information. This process continues with a review and analysis of all response to question on the application.

*Operations Manager or Designee

Figure 1 – Steps in the ADA Eligibility Application Process



6.3 Determining ADA Eligibility

Once an applicant is determined to have a qualifying disability that prevents his or her use of fixed-route services, the ADA certifying staff must make additional decisions related to eligibility. The certifying staff must determine the ADA category, the condition and duration of an applicant's eligibility.

Every applicant found eligible for ADA is classified under one (1) of three (3) categories. The categories determine why the individual cannot use the fixed-route system. When making eligibility determinations, certification analysts have to consider and answer the following three questions about each ADA eligible applicant:

- **Eligibility Categories**
Under which of the three (3) ADA categories is the applicant eligible?
- **Conditions of Service**
What is the range of ADA services the applicant is eligible to receive; limited (conditional) or full (unconditional) services?
- **Duration**
How long is the applicant eligible to receive ADA services; permanently or temporarily?

6.4 Three (3) ADA Eligibility Categories

Every applicant found **eligible** for ADA is classified under one of three (3) ADA categories. The categories describe the reasons an individual is prevented from using the fixed-route system.

Category 1

An individual who because of a physical or cognitive disability is prevented from:

- Boarding an accessible fixed-route vehicle.
- Riding on the accessible fixed-route vehicle.
- Disembarking from the accessible vehicle.

Category 2

An individual who because of a physical or cognitive disability is prevented from:

- Boarding, riding and disembarking because vehicles on the route are not accessible.

Category 3

To be a basis for eligibility, the condition must **prevent** the individual from:

- Traveling to a boarding location.
- Traveling to and from a disembarking location.

6.5 Identification Card and Notification Letter

A person determined to be eligible for ADA services must be provided some form of documentation that can be used as identification when using the services, as well as when the person travels to another transit system service area. A simple identification card stating eligibility is used by El Dorado Transit. In addition, a notification letter is provided that includes:

- The name of the eligible individual
- The name of the transit agency issuing the documentation
- The telephone number of the transit agency's paratransit coordinator
- An expiration date of the eligibility (if applicable)
- Any limitations or conditions placed on the individual's eligibility

Refer to Appendix D for a sample notification letter.

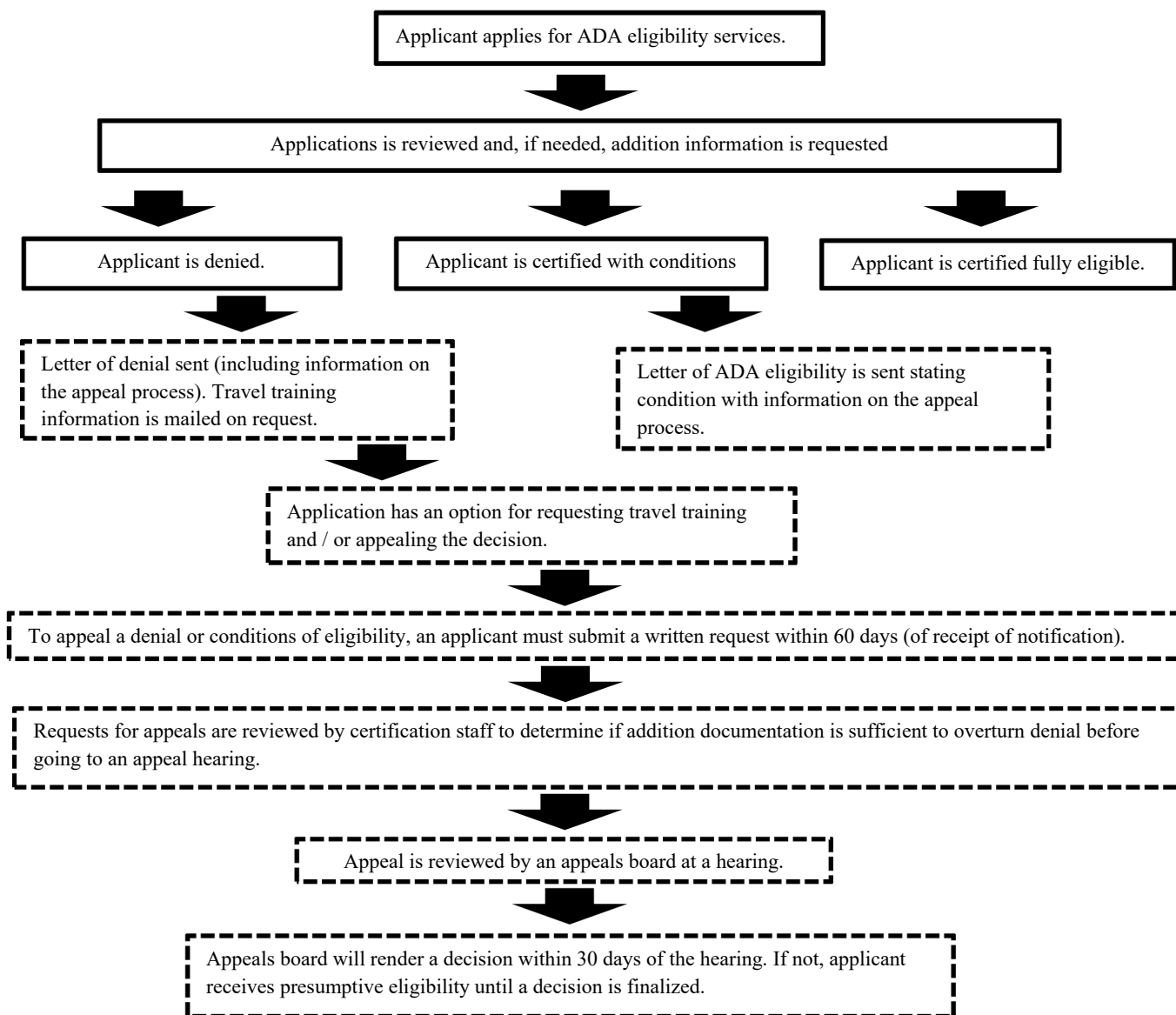
6.6 Denials and Appeals

There are options available to an applicant once ADA eligibility has been denied or a conditional eligibility determination is made. Earlier non-ADA eligibility was often based on the presence of a disability, a letter from a medical practitioner or the presentation of a birth certificate verifying that a certain age had been reached. Often, these eligibility criteria did not establish a link between the reported disability and the individual's ability to use fixed-route. The ADA eligibility process with its limited eligibility criteria must deny services to individuals not meeting the criteria.

6.7 Appealing ADA Eligibility Determinations

An individual receiving a notification of denial of ADA eligibility service has the right under the ADA legislation to appeal the decision. The applicant may appeal the entire eligibility decision or only the condition under which he or she has been certified. An appeal process may also be used by consumers who have received a suspension of service. Figure 2 reviews the application process and appeals procedures.

Figure 2 - ADA Eligibility Appeals Process



6.8 Travel Training for Denied ADA Eligibility

Transit operators throughout the region offer travel training or instruction in the use of the fixed-route system to persons requesting this service. Although there are variations in the travel training methods, the overall goal is to assist and instruct persons on how to utilize the fixed-route system.

The idea of “travel training” may be intimidating to some people. ADA eligibility analysts know from screening applicants that many people applying for ADA eligibility are unfamiliar with fixed-route services or the accessibility of a local system.

There are applicants who have never taken public transportation during their lifetimes. Many applicants are unfamiliar with the term “travel training.” The application approaches this issue by asking applicants about any instruction training they have had on using public transit. The application does not use the term “travel training.”

Persons denied ADA eligibility service or categorized as conditionally eligible are all candidates for training. Travel training focuses on the skills and knowledge a person needs to use the fixed-route system in the city and / or region in which the applicant resides.

What might a transit operator or passenger expect from its travel trainer?

- First-hand knowledge about the local fixed-routes system.
- Familiarity with ADA eligibility criteria and knowledge of range of services.
- The techniques and skills for correctly handling wheelchairs and other mobility devices.
- Knowledge and effective strategies for travel training persons with disabilities and / or older adults, including information about the disabilities of those being trained.
- Sensitivities to persons with disabilities.
- An understanding of the ADA and how travel training corresponds to the overall goals of this civil rights law.
- Knowledge and skills to handle emergency situations.
- An organized approach to “trips” conducted during training.

Experienced travel trainers often emphasize the importance of understanding both the **physical and psychological barriers** that prevent individuals with disabilities from accessing fixed-route transportation.

6.9 ADA Paratransit Services for Visitors

An individual with disabilities who can present documentation that he/she is ADA paratransit eligible from the jurisdiction in which he/she resides, and who does not reside in the jurisdiction of El Dorado Transit, shall be treated as eligible for ADA paratransit services.

Individuals with disabilities without the appropriate documentation will be required to provide El Dorado Transit with a place of residence and, if the individual’s disability is not apparent, of his or her disability.

See Appendix C for the El Dorado Transit ADA Eligibility Application.

Section 7

Americans with Disabilities Act (ADA) Reasonable Modification

7.1 Background of Reasonable Modification Regulations

On March 13, 2015 as part of the Federal Register Vol. 80, No. 49 (80FR13253), the Federal Department of Transportation issued a Final Rule effecting 49 CFR Parts 27 and 37: Transportation for Individuals With Disabilities; Reasonable Modification of Policies and Practices. This final rule stemmed from a prior Notice of Proposed Rule Making (NPRM) issued February 27, 2006 (71 FR 9761).

The purpose behind this final rule is,

“...specifically to provide that transportation entities are required to make reasonable modifications/accommodations to policies, practices, and procedures to avoid discrimination and ensure that their programs are accessible to individuals with disabilities.”

7.2 Requirements

1. Federal funding recipients must ***make reasonable accommodations*** in policies, practices, or procedures when necessary to avoid discrimination on the basis of disability unless recipients can demonstrate that making the accommodations would fundamentally alter the nature of the service, program, or activity or result in an undue financial and administrative burden.
 - a. This requirement applies to both fixed-route and paratransit services.
2. When considering changes to facilities or transportation services, entities must consider the most integrated setting appropriate for individuals with disabilities.
 - a. However, entities can refuse to provide service to an individual that engages in violent, seriously disruptive, or illegal conduct, or represents a direct threat to the health or safety of others.
 - b. Entities cannot refuse to provide service to an individual with disabilities solely because the individual's disability results in appearance or involuntary behavior that may offend, annoy, or inconvenience employees of the entity or other persons.
3. Transportation agencies must provide "Origin-to-destination service" for paratransit. *Origin-to-destination service* means providing service from a passenger's origin to the passenger's destination. Under this new definition, ***a provider may provide ADA complementary paratransit in a curb-to-curb or door-to-door mode***; however,

- a. For **curb-to-curb** service: a provider must provide assistance to those passengers who need assistance beyond the curb in order to use the service unless such assistance would result in a fundamental alteration of the service, or present a direct threat to the driver, other riders/individuals, or the paratransit vehicle.

7.3 Agency Procedures for Accommodating Reasonable Modification

All requests for reasonable modification (fixed route, paratransit or facilities) will be processed in the following manner.

1. Requests may be submitted via the website at www.eldoradotransit.com, by email, written mail to 6565 Commerce Way, Diamond Springs CA 95619 or by phone at (530) 642-5383. All requests will be logged into a Reasonable Modification/Accommodation spreadsheet noting the requestors name, date, contact information and specific modification request being made.
2. Information regarding requesting reasonable modifications will be available on the El Dorado Transit website (www.eldoradotransit.com) as well as within the various printed materials normally provided by the agency (i.e. riders guides, notices).
3. Individuals requesting modifications will be asked to supply sufficient detail within the request so that agency staff may effectively evaluate the request. Individuals are not required to use the term “reasonable modification” when requesting modifications or accommodations.
4. Whenever feasible, requests for modifications shall be made in advance, before the requested modification is expected to be provided in service. El Dorado Transit acknowledges that, due to the unpredictable nature of transportation, some requests for reasonable modification may be made while in transit. As such, operating personnel shall make a determination of whether the modification should be provided at that time.
5. All requests for modifications (reasonable or otherwise) will be assigned to the agency Point of Contact (POC) for review and evaluation. Prior to determination, the POC will consult with agency operations staff regarding requests for reasonable modification.
6. Note that some requests for reasonable accommodations may be submitted during the paratransit eligibility process or through other customer service inquiries, and as such, operating personnel are trained and are empowered to determine whether the request should be granted at the time of the request or whether the request needs to be escalated to operations/agency management before making a determination to grant or deny the request.
7. Training regarding these procedures will be provided to agency staff who interact with the public; specifically, office assistants, dispatchers, schedulers and supervisors.
8. All reasonable modification requests will be acknowledged within 3 business days of receipt. The resolution and response to the person who submitted a request will be

made timely, within 15 business days, and the response must explain the reasons for the resolution. The response must be documented in the Reasonable Modification/Accommodation log. Any requests requiring more than 15 business days to resolve must be reviewed at Executive Director level and documented as to why the resolution requires additional time for full resolution.

7.4 Complaint Response Procedures

1. Complaints may be submitted via the website at www.eldoradotransit.com, by email, written mail to 6565 Commerce Way, Diamond Springs CA 95619 or by phone at (530) 642-5383. All complaints will be logged into a Reasonable Modification/Accommodation spreadsheet noting the complainant name, date, contact information and specific complaint being made as well as the original request for modification associated with the complaint.
2. All complaints will be reviewed by the Operations Manager and the Planning and Marketing Manager.
3. All complaints will be acknowledged within 3 business days of receipt. The resolution and response will be made timely, within 15 business days, and the response must explain the reasons for the determination. The response must be documented in the Reasonable Modification/Accommodation log, referencing the original request for modification. Any complaint responses requiring more than 15 business days for resolution must be reviewed by the Executive Director and documented as to why the resolution requires additional time for full resolution.

7.5 Reasonable Modification Request Point of Contact

1. The El Dorado Transit Reasonable Modification Request Point of Contact shall be assigned to the position of Planning and Marketing Manager.

Name: ~~Brian James Erik Bergren~~

Phone: (530) 642-5383 x 201

Email: ~~bjam es@eldoradotransit.com~~ ebergren@eldoradotransit.com

2. Requests may be reviewed by the following agency staff, Operations Manager, Transit Supervisor, Scheduler and Executive Director.

7.6 Denying Request for Modification

1. Requests for modification of El Dorado Transit's policies and practices may be denied only on one or more of the following grounds:
 - a. Granting the request would fundamentally alter the nature of El Dorado Transit's services, programs, or activities;
 - b. Granting the request would create a direct threat to the health or safety of others (including drivers and other passengers, but not including the requesting party);

- c. Without the requested modification, the individual with a disability is able to fully use El Dorado Transit’s services, programs, or activities for their intended purpose; or
 - d. In the case of recipients of federal financial assistance, granting the request would cause an undue financial and administrative burden.
2. If El Dorado Transit denies a request for a reasonable modification, El Dorado Transit shall take, to the maximum extent possible, any other actions (that would not result in a direct threat or fundamental alteration) to ensure that the individual with a disability receives the services or benefit provided by El Dorado Transit.

Examples

The DOT has provided a helpful summary of examples of reasonable modification requests and which requests may/may not be denied because they would result in a fundamental alteration of service or direct threat. For more details regarding examples summarized below, please refer to Part 37 (80 FR 13253).

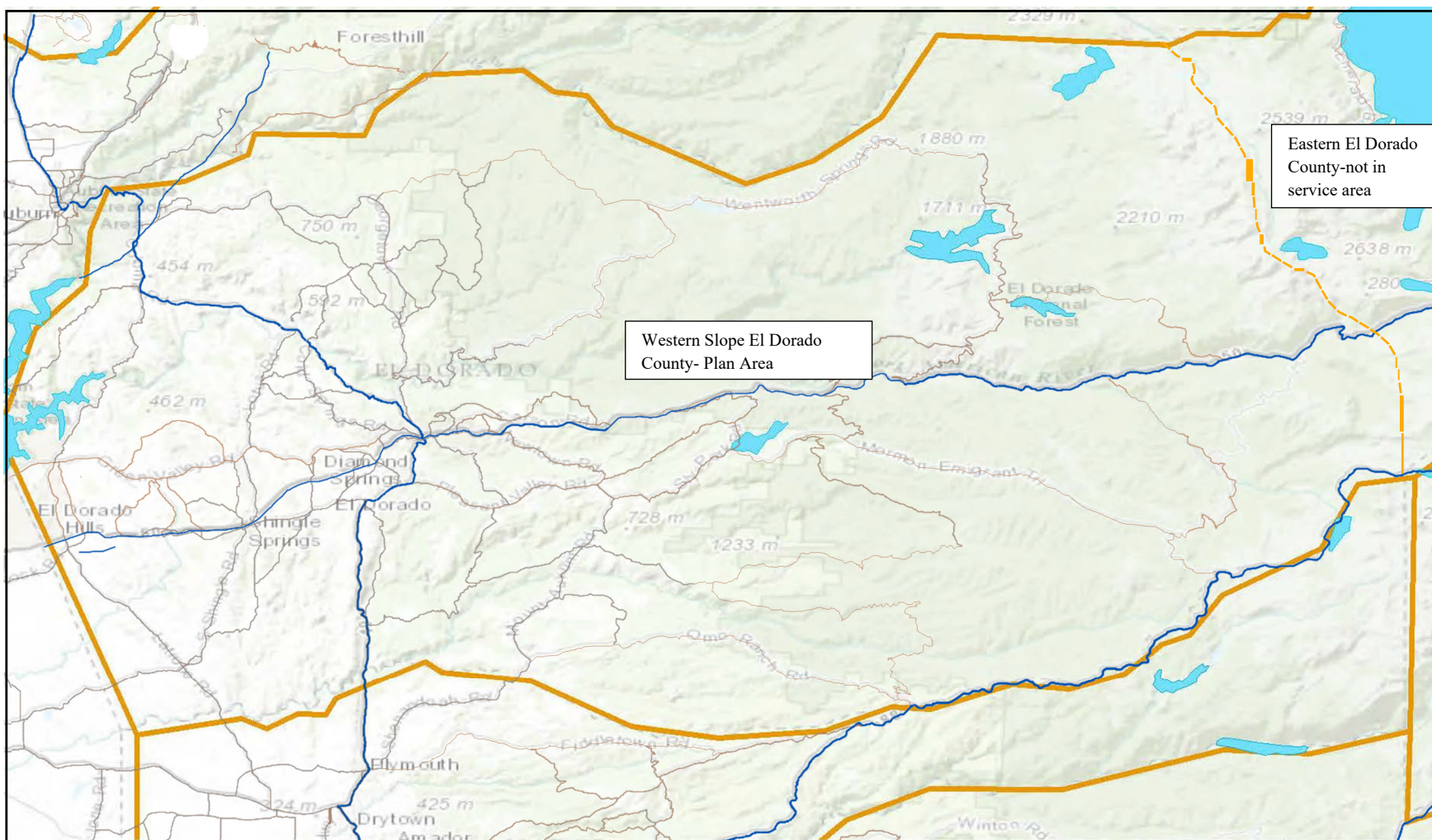
AM I REQUIRED TO GRANT THIS REQUEST?	
YES, UNLESS <i>Granting the request (a) poses a direct threat (including resulting in a vehicle being left unattended or out of visual observation for a lengthy period of time), or (b) is a fundamental alteration of service</i>	NO, YOU HAVE THE OPTION TO DENY
<i>Getting On and Off the Vehicle & to the Door: Paratransit</i>	
Request to be picked up at the front door of their home.	
Request for the driver to open an exterior entry door to a building to provide boarding and/or alighting assistance.	Request for “door-through-door” service (i.e., assisting the passenger past the door to the building).
Request for a driver to help navigate an incline (e.g., a driveway or sidewalk) with the passenger’s wheeled mobility device.	
Assistance in traversing a difficult sidewalk (e.g., one where tree roots have made the sidewalk impassible for a wheelchair).	
Assistance around obstacles (e.g., construction areas) between the vehicle and the door of a passenger’s origin or destination.	
Request to be assisted between an origin/destination and vehicle during extreme weather conditions.	

A passenger's request for assistance means that the driver will need to leave passengers aboard a vehicle unattended (other than for an extended period of time or resulting in loss of the driver's visual contact with the vehicle).	
<i>Getting On and Off the Vehicle & to the Door: Paratransit & Fixed Route</i>	
Wheelchair user requests to board a vehicle separately from his or her device when the occupied weight of the device exceeds the design load of the vehicle lift.	
	Request for a driver to assist with luggage or packages may be denied in those instances where it is not the normal policy or practice of the transportation agency to assist with luggage or packages.
	Except in emergency situations, a passenger's request for a driver to lift the passenger out of his or her mobility device should generally be denied.
<i>Positioning the Vehicle: Fixed Route</i>	
Position the vehicle to avoid obstructions to the passenger's ability to enter or leave the vehicle at a designated stop location, such as parked cars, snow banks, and construction.	Establish flag stop or route-deviation policies to avoid obstructions.
<i>Positioning the Vehicle: Paratransit</i>	
Pick up and drop off at the entrance requested by the passenger, rather than at a location that has been predetermined by the transportation agency.	
Pick up on private property with a security barrier. Yes, and operator should work with passenger to get permission of the property owner to access the private property.	Violate the law or lawful access restrictions to meet the passenger's requests to pick them up on private property with a security barrier.
Request that a paratransit vehicle navigate to a pick-up point to which it is difficult to maneuver a vehicle, but not impossible or impracticable to access (e.g., it is unsafe for the vehicle and its occupants to get to the pick-up point without getting stuck or running off the road).	Request exposes the vehicle and its occupants to hazards, such as running off the road, getting stuck, striking overhead objects, or reversing the vehicle down a narrow alley.

<i>Fares: Paratransit and Fixed Route</i>	
Handle fare media when the passenger with a disability cannot pay the fare by the generally established means (e.g., in a situation where a bus passenger cannot reach or insert a fare into the farebox).	Reach into pockets or backpacks in order to extract the fare media.
	Pay the fare for the passenger when the passenger cannot or refuses to pay the fare.
<i>Food, Medicine & Special Requests: Paratransit and Fixed Route</i>	
A passenger with diabetes or another medical condition requests to eat or drink aboard a vehicle or in a transit facility in order to avoid adverse health consequences.	
Allow individuals to take medicine including administering insulin injections and conducting finger stick blood glucose testing.	Provide medical assistance.
	Request for service outside the service area or operating hours.
Request for Personal Care Attendant to travel with a passenger.	Request that a transportation agency provide a Personal Care Attendant.
	Care for a service animal.
	Request for a specific driver.
Provide otherwise-allowed assistance for a return trip regardless of whether the passenger needed it on the initial trip (e.g., reasonable modifications for a dialysis patient who just received treatment).	
Passenger requests a telephone call 5 minutes (or another reasonable interval) in advance or at time of vehicle arrival.	
	Request for special equipment (e.g., the installation of specific hand rails or a front seat in a vehicle for the passenger to avoid nausea or back pain) can be denied so long as the requested equipment is not required by the ADA or DOT rules
	Request for a dedicated vehicle (e.g., to avoid residual chemical odors) or a specific type or appearance of vehicle (e.g., a sedan rather than a van, in order to provide more comfortable service).
	Request for an exclusive paratransit trip.
	Request for a driver to make an intermediate stop that would disrupt schedules and inconvenience other passengers.

APPENDIX A

El Dorado Transit Service Area



APPENDIX B

El Dorado County 201_0 Demographic Characteristics by Census Tract													
		Youth (5-15 Yrs)			Senior (65 & Over)		Mobility Limited ^{1,2}		Low Income		Zero Vehicle		
Census Tract	Description	Total Population	#	% of Census Tract	#	% of Census Tract	#	% of Census Tract	#	% of Census Tract	Total Households	#	% of Census Tract
306.01	Pilot Hill / Cool	5,113	752	14.7%	690	13.5%	97	1.9%	238	4.7%	2,000	10	0.5%
306.02	Greenwood / Garden Valley	6,492	935	14.4%	1,013	15.6%	130	2.0%	432	6.7%	2,500	14	0.6%
306.03	North Central County	2,971	392	13.2%	514	17.3%	51	1.7%	177	6.0%	1,302	49	3.8%
307.01	Lakeridge Oaks	6,629	1,306	19.7%	696	10.5%	13	0.2%	199	3.0%	2,208	50	2.3%
307.04	South El Dorado Hills/ Latrobe	5,674	885	15.6%	749	13.2%	57	1.0%	220	3.9%	2,197	43	2.0%
307.06	West El Dorado Hills	6,118	1,095	17.9%	716	11.7%	98	1.6%	56	0.9%	2,250	0	0.0%
307.09	Green Springs Ranch	5,039	1,129	22.4%	343	6.8%	40	0.8%	28	0.6%	1,566	25	1.6%
307.10	Northeast El Dorado Hills	4,831	966	20.0%	440	9.1%	39	0.8%	136	2.8%	1,676	8	0.5%
308.01	Deer Valley /Rescue	3,989	674	16.9%	586	14.7%	176	4.4%	79	2.0%	1,396	25	1.8%
308.03	East Cameron Park	7,089	1,333	18.8%	1,120	15.8%	206	2.9%	383	5.4%	2,614	57	2.2%
308.04	Shingle Springs / Frenchtown	6,201	713	11.5%	1,005	16.2%	143	2.3%	583	9.4%	2,252	52	2.3%
308.07	Southwest Cameron Park	4,097	406	9.9%	459	11.2%	107	2.6%	176	4.3%	1,573	42	2.7%
308.08	Northwest Cameron Park	7,248	1,435	19.8%	674	9.3%	188	2.6%	297	4.1%	2,513	27	1.1%
308.09	South Central Cameron Park	2,430	321	13.2%	372	15.3%	22	0.9%	221	9.1%	987	17	1.7%
308.10	North Central Cameron Park	3,001	384	12.8%	537	17.9%	27	0.9%	214	7.1%	1,406	83	5.9%
309.01	Coloma / Lotus Area	2,927	416	14.2%	386	13.2%	9	0.3%	83	2.8%	1,082	17	1.6%
309.02	N.Greenstone / Missouri Flat Area	4,974	567	11.4%	836	16.8%	104	2.1%	80	1.6%	1,853	41	2.2%
310	Northwest Placerville	5,629	507	9.0%	816	14.5%	253	4.5%	711	12.6%	2,233	142	6.4%
311	North Placerville	5,673	703	12.4%	964	17.0%	23	0.4%	954	16.8%	2,302	157	6.8%
312	South Placerville	5,207	708	13.6%	901	17.3%	187	3.6%	570	10.9%	1,794	115	6.4%
313.01	Smith Flat / Camino	3,221	306	9.5%	844	26.2%	71	2.2%	385	12.0%	1,304	12	0.9%
313.02	N. Pollock Pines / Cedar Grove	5,046	666	13.2%	817	16.2%	146	2.9%	618	12.2%	2,035	53	2.6%
314.02	Somerset / Mt. Aukum	5,098	867	17.0%	627	12.3%	189	3.7%	225	4.4%	2,155	82	3.8%
314.04	Newton / Old Fort Jim	2,453	334	13.6%	348	14.2%	71	2.9%	60	2.4%	886	0	0.0%
314.05	Rancho del Sol / Gold Ridge	2,378	262	11.0%	361	15.2%	45	1.9%	146	6.1%	990	20	2.0%
314.06	Fresh Pond / Pleasant Valley	5,698	627	11.0%	883	15.5%	131	2.3%	539	9.5%	2,066	39	1.9%
315.02	South Missouri Flat Area	6,149	984	16.0%	1,156	18.8%	184	3.0%	739	12.0%	2,474	213	8.6%
315.03	Kingsville / Nashville	2,679	271	10.1%	798	29.8%	83	3.1%	171	6.4%	1,171	36	3.1%
315.04	Deer Park Area	5,211	813	15.6%	1,011	19.4%	130	2.5%	187	3.6%	2,156	76	3.5%
317	Northwest El Dorado Hills	2,655	738	27.8%	244	9.2%	42	1.6%	82	3.1%	892	18	2.0%
318	Southeast El Dorado Hills	6,637	1,374	20.7%	405	6.1%	53	0.8%	300	4.5%	2,071	13	0.6%
319	Southeast County	57	0	0.0%	4	7.0%	0	0.0%	0	0.0%	34	0	0.0%
Total Western El Dorado County		148,614	22,866	15.4%	21,316	14.3%	3,115	2.1%	9,289	6.3%	55,938	1,536	2.7%
Total El Dorado County in Tahoe Basin		30,439	3,686	12.1%	3,200	10.5%	--	--	4,714	15.5%	12,456	732	5.9%
Total Study Area		179,053	26,552	14.8%	24,516	13.7%	--	--	14,003	7.8%	68,394	2,268	3.3%
Note 1: The number of Mobility Limited Persons is estimated based on data from the 2000 census, which are the most recent data available. Note 2: The Mobility Limited Population statistics are not provided for the census tracts in the Lake Tahoe Basin. Source: US Census 2006 - 2010 American Community Survey Information developed as part of 2013/14 Western El Dorado County Short- and Long-Range Transit Plan, Technical Memorandum 1 LSC Transportation Consulting Inc.													



ADA Paratransit Eligibility Application

El Dorado Transit provides two types of paratransit service, ADA Paratransit and Dial-a-Ride. The following explains the two services and the required applications:

ADA Complementary Paratransit provides curb-to-curb transportation service in accordance with the Americans with Disabilities Act of 1990 (ADA). This service is provided to individuals who, because of a physical or mental disability, are unable to use regular, fixed route bus service in El Dorado County. This application provides you an opportunity to describe how your disability prevents you from riding the fixed route bus system, in order for El Dorado Transit to determine eligibility for ADA Complementary Paratransit services. Age or inability to drive are factors which are not taken into consideration in making an eligibility determination.

Dial-a-Ride service available to seniors age 60+, people with disabilities that do not necessarily prevent them from utilizing the fixed route bus system and the general public. Seniors and those with disabilities will be given priority when scheduling trips on Dial-a-Ride. If you are interested in applying for Dial-a-Ride without ADA certification, a one page Dial-a-Ride application can be obtained from the El Dorado Transit office or on our website at www.eldoradotransit.com.

If you are interested in receiving free travel training to learn how to use our regular fixed route buses, please call 530-642-5383 for information.

Each application will be reviewed for eligibility. The more complete and accurate your application information, the better El Dorado Transit staff will understand your abilities and travel challenges. ***In order to be eligible for ADA Paratransit service you must submit the complete ADA Paratransit eligibility application including the Healthcare/Social Service verification portion.*** After we receive both completed parts, you may be required to participate in an interview with El Dorado Transit staff.

ATTN: HEALTHCARE/SOCIAL SERVICE PROFESSIONALS – PLEASE SEE PAGE 7 TO COMPLETE YOUR PORTION OF THIS APPLICATION.

In accordance with ADA regulations, a determination of eligibility will be made within 21 calendar days after receipt of your complete application.

APPENDIX C

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APPENDIX C

Section 1 – Applicant Information

Personal/Contact Information

New Applicant ☐	Renewal ☐	Last Name 	First Name 	MI
Street Address: 			Apt/Bldg # 	
City: 			State: 	Zip Code:
Home Phone: 		Work or Cell Phone: 		Date of Birth
Email Address: 				Gender: ☐ Male ☐ Female
Do you need a Personal Care Attendant? ☐ Yes ☐ No ☐ For Certain Trips Checking Yes on Personal Care Attendant means you need someone to travel with you in order to successfully complete a trip. A PCA is not provided to you; it is your responsibility to bring one and they travel free of charge.				

Did you require assistance with this paratransit application process or will you need assistance with future correspondence/recertification?		Yes ☐	No ☐
If yes, to whom should important correspondence be mailed?			
Last Name 	First Name 	Contact Phone: 	
Secondary Contact Mailing Address: 		Relationship to Applicant: 	

Please provide the name and telephone number of someone we can call in case of an emergency:		
Last Name 	First Name 	Contact Phone:

Office Use Only (Do Not Write in this Box)	
ID # _____	Expiration Date: _____
Date Received: _____	Date Issued: _____
Certifier: _____	Eligibility Category: _____
Comments:	

Disability/Health– Related Information

Please answer the following questions in detail. Your answers will help us in determining your eligibility.

1. What is your medical condition(s)/disability and how does it specifically prevent you from using the El Dorado Transit fixed route buses?

2. Date of onset/when your disability first began: _____

3. Please read the following statements and check the one that best describes your disability:

- | | | |
|--|---|---|
| ☐ I have a temporary disability and will only need paratransit service until I recover. | ☐ I have difficulty remembering all of the things I have to do to use the fixed route bus. | ☐ I am able to ride the fixed route bus independently. |
| ☐ I have a visual disability which prevents me from using the fixed route bus. | ☐ I have a disability that causes me to have Good Days/Bad Days. | ☐ I can never use the fixed route bus by myself. |
| ☐ I can use the fixed route bus for some trips but not others. | ☐ I believe I can learn to ride the fixed route bus if someone taught me. | |

4. Please indicate if you use any of the following mobility aids/equipment:

- | | | |
|---|--|---|
| ☐ I do not require any assistive devices | ☐ Service Animal | ☐ Communication Board |
| ☐ Manual Wheelchair | ☐ White Cane | ☐ Picture/Alphabet Board |
| ☐ Power/Electric Wheelchair | ☐ Cane | ☐ Prosthesis |
| ☐ Sport Wheelchair | ☐ Walker | ☐ Leg Braces |
| ☐ Scooter | ☐ Crutches | ☐ Other (describe) |
| ☐ Segway | ☐ Portable Oxygen | _____ |

- ☐ I understand that if my mobility device is longer than 48” or wider than 30”, or if the combined weight of the applicant and the device is more than 600 pounds, I will not be able to ride El Dorado Transit vehicles/equipment.

APPENDIX C

Ability to Use Fixed Route El Dorado Transit Buses

All regular fixed route buses have ramps or wheelchair lifts, handrails and will kneel (steps that lower to curb level) for ease in boarding.

5. Do you use the fixed route bus INDEPENDENTLY?

☐ Yes/Sometimes ☐ No

6. When is the last time you independently used the fixed route bus?

☐ In the past month ☐ In the past five years ☐ Never
☐ In the past year ☐ In the past ten years

7. Are there certain days/times you can use the fixed route bus but not others?

☐ Yes ☐ No ☐ Sometimes ☐ Don't know

If you have chosen Yes/Sometimes, please explain:

8. Have you ever successfully completed transit related travel training?

☐ Yes ☐ No

If you have chosen Yes, please elaborate with time frames & dates:

9. Are you interested in receiving free travel training to learn to use the local bus (this will not impact your paratransit eligibility determination)? ☐ Yes ☐ No

10. How would you describe the terrain where you live (e.g. flat, hilly, dirt roads, lack of sidewalks, etc.)?

11. How far from your home is the nearest public bus stop?

☐ Less than 1 block ☐ 1-2 blocks ☐ 3-4 Blocks
☐ 5 or more blocks ☐ I don't know

12. Do you have hearing problems that would prevent you from using a fixed route bus?

☐ Yes ☐ No

If you have chosen Yes, please explain:

13. Do you have a breathing problem that would prevent you from using a fixed route bus?

☐ Yes ☐ No

If you have chosen Yes, please explain:

APPENDIX C

14. Do you have a memory problem that would prevent you from using a fixed route bus?

☐ Yes ☐ No

If you have chosen Yes, please explain:

15. Do you have a balance problem that would prevent you from using a fixed route bus?

☐ Yes ☐ No

If you have chosen Yes, please explain:

16. Do you have a visual problem that would prevent you from using a fixed route bus?

☐ Yes ☐ No

If you have chosen Yes, please explain:

17. Do you have a problem independently crossing the street?

☐ Yes ☐ No

If you have chosen Yes, please explain:

18. How far can you travel on your own or when using a mobility aid?

- ☐ I can get to the curb in front of my home
- ☐ I can travel up to $\frac{1}{4}$ mile (3 blocks)
- ☐ I can travel up to $\frac{1}{2}$ mile (6 blocks)
- ☐ I can travel up to $\frac{3}{4}$ mile (9 blocks)
- ☐ I can travel further than $\frac{3}{4}$ mile

19. Do any of the following barriers prevent you from using the fixed route bus?

- | | | |
|---|---|---|
| ☐ Cold | ☐ Heat | ☐ Rain |
| ☐ Snow | ☐ Night Blindness | ☐ Hills |
| ☐ Lack of Sidewalks | ☐ Lack of curb cuts | ☐ Bus stop not accessible |
| ☐ Good/Bad Day | ☐ Unable to transfer buses | ☐ Light sensitivity (sunny, overcast, etc.) |
| ☐ Unable to walk/wheel 50 feet (1 block) | ☐ Unable to walk/wheel $\frac{1}{4}$ mile (3 blocks) | ☐ Unable to walk/wheel $\frac{1}{2}$ mile (6 blocks) |
| ☐ Unable to walk/wheel $\frac{3}{4}$ mile (9 blocks) | ☐ Lack of strength and endurance (hyperfatigue) | ☐ Uneven travel path (dirt road, potholes, etc.) |
| ☐ Air Pollution (pollen – allergies) | ☐ None | |

APPENDIX C

Applicant's Certification and Release of Information

I certify that the information in this application is true and correct. I understand that knowingly falsifying any information may result in the denial of service by El Dorado Transit. I understand that all information will be kept confidential and only the information required to provide the services I request will be disclosed to those who perform the services.

AUTHORIZATION TO RELEASE PERSONAL MEDICAL INFORMATION

I hereby authorize _____, my health care or social service provider, to release my personal medical information, including the information requested in Section 2, Healthcare Information, to El Dorado Transit as necessary to verify my disability or health related condition. I understand that El Dorado Transit will only use this information to determine my eligibility for ADA Paratransit services.

By signing below, I understand that I am giving my consent for El Dorado Transit to use and disclose my protected health information only for the purposes of providing ADA Paratransit services.

I understand that El Dorado Transit may directly contact my health care/social service provider to verify information stated in my application and in Section 2, Healthcare Information, for purposes of ADA Paratransit eligibility. I understand that it is my responsibility to notify El Dorado Transit if my condition changes and that if my condition changes after I have been determined eligible, I may be asked to reapply. I understand that I may revoke this consent at any time by notifying El Dorado Transit in writing of my intent to revoke this consent form.

I understand I have rights over my health information, including the right to restrict the use of my health information, to examine and obtain a copy of this application and to request corrections.

Applicant's signature

Date

Section 2 – Healthcare Information

Healthcare/Social Service Professional Verification for ADA Paratransit Eligibility – To be completed by professional who can best document applicant's abilities (a license is not required)

Your client or patient is applying for El Dorado Transit's Americans with Disabilities Act (ADA) Paratransit service. To be eligible for this service, an individual must be unable, due to a mental or physical disability, to independently use accessible fixed route buses. Please note that all fixed route buses are equipped with ramps or lifts, thus eliminating the need to negotiate stairs. The buses offer accessibility features like priority seating for seniors and individuals with disabilities, driver assistance on and off the bus, etc. This section must be completed by a healthcare or social service professional. **Your participation is vital, as incomplete applications will not be considered and your client will not be able to use the ADA Paratransit service. Please keep in mind, the more complete information you provide regarding your client's abilities and travel challenges, the better El Dorado Transit staff can determine which travel service is appropriate for your client.**

The information shared will be protected per the Health Insurance Portability and Accountability Act requirements, and your client or patient has agreed to allow El Dorado Transit contact you to verify the information in this application. Your cooperation and assistance is greatly appreciated. If you have any questions or comments please do not hesitate to contact us at (530) 642-5383.

Please return the completed form to client or submit ENTIRE application package (including client portion) to: El Dorado Transit, 6565 Commerce Way, Diamond Springs CA 95619 marked "ADA Paratransit Application-Confidential."

CLIENT NAME: _____

1. Which statement best describes your client's condition?

☐ Being treated and is expected to improve

☐ Permanent condition that is not expected to change

☐ Disease is advanced and considered terminal

2. Will condition interfere with independent local fixed route bus usage?

☐ Yes

☐ No

☐ Sometimes (explain) _____

3. If condition will improve, please provide anticipated date client can begin/resume normal travel: _____

4. Have you ever prescribed or are you aware of a device your client currently uses?

☐ None

☐ Cane

☐ Picture/Alphabet Board

☐ Crutches

☐ Walker

☐ Communication Board

☐ Scooter

☐ Manual Wheelchair

☐ Portable Oxygen

☐ Leg Braces

☐ Sport Wheelchair

☐ Prosthesis

☐ Service Animal

☐ Power/Electric Wheelchair

☐ Other: _____

☐ White Cane

☐ Segway

APPENDIX C

5. Are your client's symptoms episodic?

☐ Yes ☐ No ☐ Sometimes

If you have chosen Yes/Sometimes, please elaborate:

6. Are you aware of any challenges your client has with balance or strength/endurance?

☐ Yes ☐ No ☐ Sometimes

If you have chosen Yes/Sometimes, please describe how they will impact travel:

7. Do you think your client could independently ambulate/wheel $\frac{3}{4}$ mile (with a mobility device and brief rest periods if needed)?

☐ Yes ☐ No ☐ Sometimes

If you have chosen Yes/Sometimes, please elaborate:

8. Are you aware of any challenges your client has with memory?

☐ Yes ☐ No ☐ Sometimes

If you have chosen Yes/Sometimes, please describe how it will impact travel:

9. Are you aware of any challenges your client has with breathing?

☐ Yes ☐ No ☐ Sometimes

If you have chosen Yes/Sometimes, please describe how it will impact travel:

10. Are you aware of any challenges your client has with ambulating on hills?

☐ Yes ☐ No ☐ Sometimes

If you have chosen Yes/Sometimes, please elaborate:

11. Do you have any safety concerns for your client/patient in using a local fixed route bus by themselves (e.g. compromised immune system, panic attacks, cognitive deficits, risk of falling, etc.)?

☐ Yes ☐ No ☐ Sometimes

If you have chosen Yes/Sometimes, please elaborate:

12. Will inclement or extreme hot/cold weather have an impact on your client's abilities to use a local fixed route bus?

☐ Yes ☐ No ☐ Sometimes

If you have chosen Yes/Sometimes, please elaborate:

APPENDIX C

13. Are you aware of any visual impairment that may challenge your client in using a local fixed route bus?

☐ Yes ☐ No ☐ Sometimes

If you have chosen Yes/Sometimes, please elaborate:

14. Are you aware of any hearing impairment that may challenge your client in using a local fixed route bus?

☐ Yes ☐ No ☐ Sometimes

If you have chosen Yes/Sometimes, please elaborate:

15. Are you aware of any inappropriate social behavior exhibited by your client?

☐ Yes ☐ No ☐ Sometimes

If you have chosen Yes/Sometimes, please describe how it will impact travel:

16. Do you have any additional comments that may help document your client's abilities/challenges in getting to, using, and commuting on a bus?

17. Please provide your professional contact information:

Name: _____

Profession/Agency: _____

License # (if applicable): _____

Address : _____

Phone #: _____ Email : _____

18. I certify that all statements made herein are true and accurate to the best of my knowledge.

Professional Signature _____ Date _____

Please return completed form to client or submit ENTIRE application package (including client portion) to:

**El Dorado Transit
6565 Commerce Way,
Diamond Springs CA 95619**



~~December 5, 2019~~ August 6, 2026

Dianna Smith
2741 Smith Road
Pollock Pines, CA 95726

Dear Ms. Smith:

El Dorado Transit has received your Americans with Disabilities Act eligibility application. We are currently processing your application. We will notify you of your eligibility status by mail within twenty-one (21) business days.

Sincerely,

Haley Fortin

~~Breana Berry~~ Haley Fortin

El Dorado County Transit Authority

~~Office Assistant~~ Administrative
Assistant

Phone: 530-642-5383 ext. ~~222~~223

~~December 5, 2019~~August 6, 2026

Dianna Smith
2741 Smith Road
Pollock Pines, CA 95726

Dear Ms. Smith:

Upon reviewing your application, El Dorado Transit Authority has determined that you are eligible for **Americans with Disabilities Act** services on an **Unconditional** basis. Based on criteria defined in the ADA regulations, you qualify for ADA services under **Category 3**, due to your disability preventing you from traveling to a boarding location, and from a disembarking location. Category 3 eligibility entitles you to use **ADA Complementary Paratransit** services. ADA paratransit eligibility is effective for five (5) years, after which time you will be required to renew your ADA eligibility certification.

Please be sure to notify El Dorado Transit if you change your name, address, or phone number. If you would like to schedule fixed route travel training, please contact ~~Breana Berry~~Haley Fortin at (530) 642-5383, extension ~~222~~223.

IMPORTANT PLEASE READ: To begin using the ADA service, you must come in to the El Dorado Transit offices, have your photo taken and at that time an ADA eligibility card will be issued to you. If you do not have transportation to get to the El Dorado Transit offices, you may use our Dial-A-Ride services. I have enclosed the brochure explaining how Dial-A-Ride service works.

Please feel free to give us a call with any questions you may have.

Sincerely,

Haley Fortin

~~Breana Berry~~
Haley Fortin
~~Office Assistant~~
#Administrative
Assistant

Phone: 530-642-5383 ext. ~~222~~223



~~December 5, 2019~~ August 6, 2026

Dianna Smith
2741 Smith Road
Pollock Pines, CA 95726

Dear Ms. Smith:

El Dorado Transit regrets to inform you that you have not been approved for ADA eligibility based on your application responses. It has been determined that you are currently able to use the fixed route system. If you have questions or comments regarding this decision please call ~~Scott Ousley~~ Kristin Halverson at (530) 642-5383 ext. ~~21944~~.

If you feel this determination has been made in error you have the right to appeal this decision. Appeal requests must be made in writing, within sixty (60) days to El Dorado County Transit Authority. All appeals should be mailed to the following address:

Attn: ~~Scott Ousley~~ Kristin Halverson
ADA Paratransit Service Appeal
6565 Commerce Way
Diamond Springs, CA 95619

Sincerely,

Haley

Fortin

~~Breana~~
~~Berry~~ Haley
Fortin ~~Office~~
~~Assistant~~
~~#Administrative~~
Assistant
Phone: 530-642-5383 ext. ~~222~~ 223

20 – PLACERVILLE															Monday through Friday				
T Placerville Station Transfer Center	6:30	7:30	8:30	9:30	10:30	11:30	12:30	1:30	2:30	3:30	4:30	5:30	6:30						
Midtown Mall (681 Main St.)	R	R	R	R	R	R	R	R	R	R	R	R	R						
Marshall Hospital	6:34	7:34	8:34	9:34	10:34	11:34	12:34	1:34	2:34	3:34	4:34	5:34	6:34						
Old Placerville City Hall	6:38	7:38	8:38	9:38	10:38	11:38	12:38	1:38	2:38	3:38	4:38	5:38	6:38						
Main St. at Spring St.	R	R	R	R	R	R	R	R	R	R	R	R	R						
Canal St. at Moulton Dr.	R	R	R	R	R	R	R	R	R	R	R	R	R						
Coloma Ct. (El Dorado High School)	6:46	7:46	8:46	9:46	10:46	11:46	12:46	1:46	2:46	3:46	4:46	5:46	6:46						
Tunnel St. Apartments	6:50	7:50	8:50	9:50	10:50	11:50	12:50	1:50	2:50	3:50	4:50	5:50	6:50						
Placerville Senior Center	R	R	R	R	R	R	R	R	R	R	R	R	R						
T Placerville Station Transfer Center	7:00	8:00	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00						
Eskaton Village Placerville	R	R	R	R	R	R	R	R	R	R	R	R	R						
Tractor Supply (Broadway)	7:05	8:05	9:05	10:05	11:05	12:05	1:05	2:05	3:05	4:05	5:05	6:05	7:05						
Grocery Outlet (Broadway)	7:06	8:06	9:06	10:06	11:06	12:06	1:06	2:06	3:06	4:06	5:06	6:06	7:06						
Broadway at Airport Rd	7:09	8:09	9:09	10:09	11:09	12:09	1:09	2:09	3:09	4:09	5:09	6:09	7:09						
Upper Room (Broadway)	7:10	8:10	9:10	10:10	11:10	12:10	1:10	2:10	3:10	4:10	5:10	6:10	7:10						
Smith Flat Rd. at School Rd.	R	R	R	R	R	R	R	R	R	R	R	R	R						
Woodman Circle	7:15	8:15	9:15	10:15	11:15	12:15	1:15	2:15	3:15	4:15	5:15	6:15	7:15						
Broadway at Schnell School Rd.	7:18	8:18	9:18	10:18	11:18	12:18	1:18	2:18	3:18	4:18	5:18	6:18	7:18						
Broadway at Carson Rd.	7:19	8:19	9:19	10:19	11:19	12:19	1:19	2:19	3:19	4:19	5:19	6:19	7:19						
Clay St. at New Jersey Way	R	R	R	R	R	R	R	R	R	R	R	R	R						
Cottonwood Senior Apartments	R	R	R	R	R	R	R	R	R	R	R	R	R						
T Placerville Station Transfer Center	7:25	8:25	9:25	10:25	11:25	12:25	1:25	2:25	3:25	4:25	5:25	6:25	7:25						

30 – DIAMOND SPRINGS / EL DORADO															Monday through Friday				
T Missouri Flat Transfer Center	7:00	8:00	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00							
Fruit Growers (Missouri Flat Rd.)	7:01	8:01	9:01	10:01	11:01	12:01	1:01	2:01	3:01	4:01	5:01	6:01							
Missouri Flat Storage Depot	7:02	8:02	9:02	10:02	11:02	12:02	1:02	2:02	3:02	4:02	5:02	6:02							
El Dorado Transit Offices	R	R	R	R	R	R	R	R	R	R	R	R							
Pleasant Valley Rd. at Diamond Meadows Way	7:04	8:04	9:04	10:04	11:04	12:04	1:04	2:04	3:04	4:04	5:04	6:04							
Victory Mine Building	7:06	8:06	9:06	10:06	11:06	12:06	1:06	2:06	3:06	4:06	5:06	6:06							
Pearl Place at Courtside Dr.	7:07	8:07	9:07	10:07	11:07	12:07	1:07	2:07	3:07	4:07	5:07	6:07							
Independence High School	7:08	8:08	9:08	10:08	11:08	12:08	1:08	2:08	3:08	4:08	5:08	6:08							
El Dorado Transit Offices	R	R	R	R	R	R	R	R	R	R	R	R							
Pleasant Valley Rd. at Patterson Dr.	7:12	8:12	9:12	10:12	11:12	12:12	1:12	2:12	3:12	4:12	5:12	6:12							
Pleasant Valley Rd. at Oro Ln. (Union Mine High School)	7:14	8:14	9:14	10:14	11:14	12:14	1:14	2:14	3:14	4:14	5:14	6:14							
Pleasant Valley Rd. at Church St.	7:17	8:17	9:17	10:17	11:17	12:17	1:17	2:17	3:17	4:17	5:17	6:17							
Mother Lode Dr. at Pleasant Valley Rd.	R	R	R	R	R	R	R	R	R	R	R	R							
Mother Lode Dr. at Blanchard Rd.	7:20	8:20	9:20	10:20	11:20	12:20	1:20	2:20	3:20	4:20	5:20	6:20							
Eskaton Lincoln Manor	R	R	9:22	10:22	11:22	12:22	1:22	2:22	3:22	4:22	5:22	6:22							
T Missouri Flat Transfer Center	7:30	8:30	9:30	10:30	11:30	12:30	1:30	2:30	3:30	4:30	5:30	6:30							
Safeway Plaza (Missouri Flat Rd)	7:37	8:37	9:37	10:37	11:37	12:37	1:37	2:37	3:37	4:37	5:37	6:37							
Folsom Lake College/El Dorado Center	7:43	8:43	9:43	10:43	11:43	12:43	1:43	2:43	3:43	4:43	5:43	6:43							
Green Valley Church	R	R	R	R	R	R	R	R	R	R	R	R							
Missouri Flat Rd. at El Dorado Rd.	7:45	8:45	9:45	10:45	11:45	12:45	1:45	2:45	3:45	4:45	5:45	6:45							
Prospector's Plaza	7:47	8:47	9:47	10:47	11:47	12:47	1:47	2:47	3:47	4:47	5:47	6:47							
T Missouri Flat Transfer Center	7:55	8:55	9:55	10:55	11:55	12:55	1:55	2:55	3:55	4:55	5:55	6:55							

40 – CAMERON PARK / SHINGLE SPRINGS															Monday through Friday				
T Cambridge Rd. Park and Ride	6:30	7:30	8:30	9:30	10:30	11:30	12:30	1:30	2:30	3:30	4:30	5:30	6:30						
Cameron Park Library(CSD) (Greenwood Ln. at Meadow Ln.)	6:31	7:31	8:31	9:31	10:31	11:31	12:31	1:31	2:31	3:31	4:31	5:31	6:31						
Coach Ln. at Rodeo Rd.	6:37	7:37	8:37	9:37	10:37	11:37	12:37	1:37	2:37	3:37	4:37	5:37	6:37						
Market Court	R	R	R	R	R	R	R	R	R	R	R	R	R						
Durock Rd. at Presley Ln.	R	R	R	R	R	R	R	R	R	R	R	R	R						
4050 Sunset Ln.	R	R	R	R	R	R	R	R	R	R	R	R	R						
Mother Lode Dr. at South Shingle Rd.	R	R	R	R	R	R	R	R	R	R	R	R	R						
Ponderosa Rd. Park and Ride	R	R	R	R	R	R	R	R	R	R	R	R	R						
Palmer Dr. (Bel Air Shopping Center)	6:49	7:49	8:49	9:49	10:49	11:49	12:49	1:49	2:49	3:49	4:49	5:49	6:49						
Marshall Medical Center	R	R	R	R	R	R	R	R	R	R	R	R	R						
Cameron Park Dr. at Palmer Dr.	6:51	7:51	8:51	9:51	10:51	11:51	12:51	1:51	2:51	3:51	4:51	5:51	6:51						
Cameron Park Dr. at Point Loma	6:53	7:53	8:53	9:53	10:53	11:53	12:53	1:53	2:53	3:53	4:53	5:53	6:53						
Camerado Dr. at Virada Rd.	R	R	R	R	R	R	R	R	R	R	R	R	R						
La Crescenta Dr. at Green Valley Rd.	R	R	R	R	R	R	R	R	R	R	R	R	R						
Cimmarron Rd. at Cambridge Rd.	7:02	8:02	9:02	10:02	11:02	12:02	1:02	2:02	3:02	4:02	5:02	6:02	7:02						
Cambridge Rd. at Green Valley Rd.	7:03	8:03	9:03	10:03	11:03	12:03	1:03	2:03	3:03	4:03	5:03	6:03	7:03						
Cameron Park Dr. at Green Valley Rd.	7:05	8:05	9:05	10:05	11:05	12:05	1:05	2:05	3:05	4:05	5:05	6:05	7:05						
Cameron Park Dr. at Meder Rd.	7:07	8:07	9:07	10:07	11:07	12:07	1:07	2:07	3:07	4:07	5:07	6:07	7:07						
Palmer Dr. (Bel Air Shopping Center)	7:11	8:11	9:11	10:11	11:11	12:11	1:11	2:11	3:11	4:11	5:11	6:11	7:11						
Marshall Medical Center	R	R	R	R	R	R	R	R	R	R	R	R	R						
T Cambridge Rd. Park and Ride	7:20	8:20	9:20	10:20	11:20	12:20	1:20	2:20	3:20	4:20	5:20	6:20	7:20						

Sacramento/South Lake Tahoe Connecting Bus

With stops in Cameron Park and Placerville

Please go to www.eldoradotransit.com for more information

LEGEND

T Indicates transfer point
• AM times are shown in light typeface • PM times are shown in bold typeface
R = Request stop - call for pickup at least one hour before scheduled time
— = No Service at this timepoint

50X – 50 EXPRESS WESTBOUND											Monday through Friday							
T	Placerville Station Transfer Center	—	6:30	7:30	8:30	9:30	10:30	11:30	12:30	1:30	2:30	3:30	4:30	5:30	6:30			
	Placerville Dr. at Cold Springs Rd.	—	6:35	7:35	8:35	9:35	10:35	11:35	12:35	1:35	2:35	3:35	4:35	5:35	6:35			
	Placerville Cinema	—	6:38	7:38	8:38	9:38	10:38	11:38	12:38	1:38	2:38	3:38	4:38	5:38	6:38			
	Raley's (Armory Dr.)	—	R	R	R	R	R	R	R	R	R	R	R	R	R			
	Forni Rd. at Lo Hi Way	—	R	R	R	R	R	R	R	R	R	R	R	R	R			
	Health and Human Services (Briw Rd.)	—	R	R	R	R	R	R	R	R	R	R	R	R	R			
	Placerville Library	—	6:48	R	8:48	9:48	10:48	11:48	12:48	1:48	2:48	3:48	4:48	5:48	6:48			
	Denny's (Fair Ln.)	—	6:49	R	8:49	9:49	10:49	11:49	12:49	1:49	2:49	3:49	4:49	5:49	6:49			
	Folsom Lake College/El Dorado Center	—	—	R	—	—	—	—	—	—	—	—	—	—	—			
T	Missouri Flat Transfer Center	6:00	7:00	8:00	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00			
	Tribal Health	R	R	R	R	R	R	R	R	R	R	R	R	R	—			
	Red Hawk Casino	6:10	7:10	8:10	9:10	10:10	11:10	12:10	1:10	2:10	3:10	4:10	5:10	6:10	—			
T	Cambridge Rd. Park and Ride	6:20	7:20	8:20	9:20	10:20	11:20	12:20	1:20	2:20	3:20	4:20	5:20	6:20	—			
	El Dorado Hills Park and Ride	6:31	7:31	8:31	9:31	10:31	11:31	12:31	1:31	2:31	3:31	4:31	5:31	6:31	—			
	Folsom Lake College/Folsom	6:45	7:45	8:45	9:45	10:45	11:45	12:45	1:45	2:45	3:45	4:45	5:45	6:45	—			
	Broadstone Pkwy. at Palladio Pkwy.	R	R	R	R	R	R	R	R	R	R	R	R	R	—			
	Iron Point Rd. at Rowberry Dr. (Kaiser)	R	R	R	R	R	R	R	R	R	R	R	R	R	—			
	Iron Point Rd. at Prairie City Rd. (Intel)	R	R	R	R	R	R	R	R	R	R	R	R	R	—			
T	Iron Point Light Rail Station	7:00	8:00	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	—			

COMMUTER



SACRAMENTO

AM

PM

Monday - Friday

Route Number

1 2 3 4 5 6 7 8 1 2 3 4 5 6 7 8

Central Park & Ride	5:10	5:30	5:50	6:10	6:30	6:50	7:10	—	1:30	1:50	2:10	2:30	2:50	3:10	3:30	—
Ray Lawyer Dr. Park & Ride	5:20	5:40	6:00	6:20	6:40	7:00	7:20	8:00	R	R	R	R	R	R	R	—
Ponderosa Rd. Park & Ride	5:30	5:50	6:10	6:30	6:50	7:10	7:30	8:10	R	R	R	R	R	R	R	—
Bass Lake Rd. Park & Ride	5:40	6:00	6:20	6:40	7:00	7:20	7:40	8:20	R	R	R	R	R	R	R	—
El Dorado Hills Park & Ride	5:50	6:10	6:30	6:50	7:10	7:30	7:50	8:30	R	R	R	R	R	R	R	—
S Street at 65th Street (West)	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	—
P Street at 30th Street	6:25	6:45	7:05	7:25	7:45	8:05	8:25	9:05	R	R	R	R	R	R	R	—
P Street at 21st Street	6:27	6:47	7:07	7:27	7:47	8:07	8:27	9:07	R	R	R	R	R	R	R	—
P Street at 16th Street	6:29	6:49	7:09	7:29	7:49	8:09	8:29	9:09	R	R	R	R	R	R	R	—
P Street at 13th Street	6:31	6:51	7:11	7:31	7:51	8:11	8:31	9:11	3:00	3:20	3:40	4:00	4:20	4:40	5:00	5:40
P Street at 9th Street	6:33	6:53	7:13	7:33	7:53	8:13	8:33	9:13	3:02	3:22	3:42	4:02	4:22	4:42	5:02	5:42
5th Street at P Street	6:35	6:55	7:15	7:35	7:55	8:15	8:35	9:15	3:04	3:24	3:44	4:04	4:24	4:44	5:04	5:44
5th Street at N Street	6:36	6:56	7:16	7:36	7:56	8:16	8:36	9:16	3:05	3:25	3:45	4:05	4:25	4:45	5:05	5:45
8th Street at Capitol Mall	6:39	6:59	7:19	7:39	7:59	8:19	8:39	9:19	3:08	3:28	3:48	4:08	4:28	4:48	5:08	5:48
8th Street at I Street	6:42	7:02	7:22	7:42	8:02	8:22	8:42	9:22	3:11	3:31	3:51	4:11	4:31	4:51	5:11	5:51
Richards Blvd at North 7th Street	6:47	7:07	7:27	7:47	8:07	8:27	8:47	9:27	3:16	3:36	3:56	4:16	4:36	4:56	5:16	5:56
H Street at 11th Street	6:52	7:12	7:32	7:52	8:12	8:32	8:52	9:32	3:21	3:41	4:01	4:21	4:41	5:01	5:21	6:01
H Street at 14th Street	6:54	7:14	7:34	7:54	8:14	8:34	8:54	9:34	3:23	3:43	4:03	4:23	4:43	5:03	5:23	6:03
15th Street at K Street	6:56	7:16	7:36	7:56	8:16	8:36	8:56	9:36	3:25	3:45	4:05	4:25	4:45	5:05	5:25	6:05
15th Street at N Street	6:58	7:18	7:38	7:58	8:18	8:38	8:58	9:38	3:27	3:47	4:07	4:27	4:47	5:07	5:27	6:07
Q Street at 16th Street	R	R	R	R	R	R	R	—	3:30	3:50	4:10	4:30	4:50	5:10	5:30	6:10
Q Street at 21st Street	R	R	R	R	R	R	R	—	3:32	3:52	4:12	4:32	4:52	5:12	5:32	6:12
Q Street at 28th Street	R	R	R	R	R	R	R	—	3:34	3:54	4:14	4:34	4:54	5:14	5:34	6:14
S Street at 65th Street (East)	R	R	R	R	R	R	R	—	R	R	R	R	R	R	R	R
El Dorado Hills Park & Ride	R	R	R	R	R	R	R	—	R	R	R	R	R	R	R	R
Bass Lake Rd. Park & Ride	R	R	R	R	R	R	R	—	R	R	R	R	R	R	R	R
Ponderosa Rd. Park & Ride	R	R	R	R	R	R	R	—	R	R	R	R	R	R	R	R
Ray Lawyer Dr. Park & Ride	R	R	R	R	R	R	R	—	R	R	R	R	R	R	R	R
Central Park & Ride	R	R	R	R	R	R	R	—	R	R	R	R	R	R	R	R

For reverse service, a.m. downtown arrival times are approximate so arrive at least 10 minutes early to avoid missing the bus

R = Request Stop - ask bus operator for drop off at these bus stops or call for pickup (530) 642-5383

Times are approximate and may vary due to traffic and weather conditions

Schedules are subject to change without notice

AM times are shown in light typeface - PM times are shown in bold typeface

Single Ride **\$5.00**

How to get a Dial-A-Ride?

1. **Register.** Complete and return the Dial-A-Ride application to the El Dorado Transit office. Once processed, staff will schedule a photo session and issue a Dial-A-Ride photo ID card.
2. **Make the right call!!!** Call the reservation number at (530) 642-3696 or (916) 933-7766 between 9:00AM and 5:00PM, Monday through Friday. To make scheduling the ride quick and easy, passengers need to have the exact address of the pickup location and destination as well as the desired pickup or appointment time ready when calling.
3. **Be ready to ride!** The van or bus will arrive at the designated pickup location up to 15 minutes before or 15 minutes after the scheduled pickup time. Drivers will not honk the horn to notify passengers of their arrival, or leave their vehicle to locate passengers. Exact change is required.

Other services

Sac-Med

Each Tuesday and Thursday, El Dorado Transit provides non-emergency medical transportation from El Dorado County to medical facilities in the Greater Sacramento area. Please call for details. This is a “by reservation” service.

Title VI

El Dorado County Transit Authority (El Dorado Transit) operates its programs and services without regard to race, color or national origin in accordance with Title VI of the Civil Rights Act. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with El Dorado Transit.

Please Remember...

- To ensure the safety of our passengers, wheelchairs should be fitted with working brakes, and motorized wheelchairs must be turned off while on board. Wheelchairs must be secured in the vehicle with tie downs.
- To cancel a scheduled ride, passengers must call at least 1 hour in advance. Non-canceled rides or missed pickups will be declared a “no-show”. Accumulating “no-shows” will result in suspension from using the Dial-A-Ride system.
- No smoking, eating, or drinking in the vehicle.
- Service animals only.
- Drivers may assist passengers with boarding or disembarking the vehicle. They are not allowed to assist with convenience tasks such as carrying and loading groceries or packages, locking doors or penning up pets.
- Disabled passengers needing assistance must provide a Personal Care Attendant (PCA) and include that information when requesting their ride. One (1) PCA may ride for free with a paying passenger.
- Children under the age of 8 years old or less than 4’9” in height must be in a child safety seat and it must be secured by the adult passenger in the van. El Dorado Transit does not provide the child safety seat.
- Passengers must limit their carry-ons to only those items the passenger can safely carry on the vehicle in one boarding.

El Dorado Transit
6565 Commerce Way
Diamond Springs, CA 95619
Or visit our website at
eldoradotransit.com



THE GUIDE TO DIAL-A-RIDE



**Everything You Need to Know
to Use the Dial-A-Ride Service**

For Reservations Call

(530) 642-3696

(916) 933-7766



eldoradotransit.com

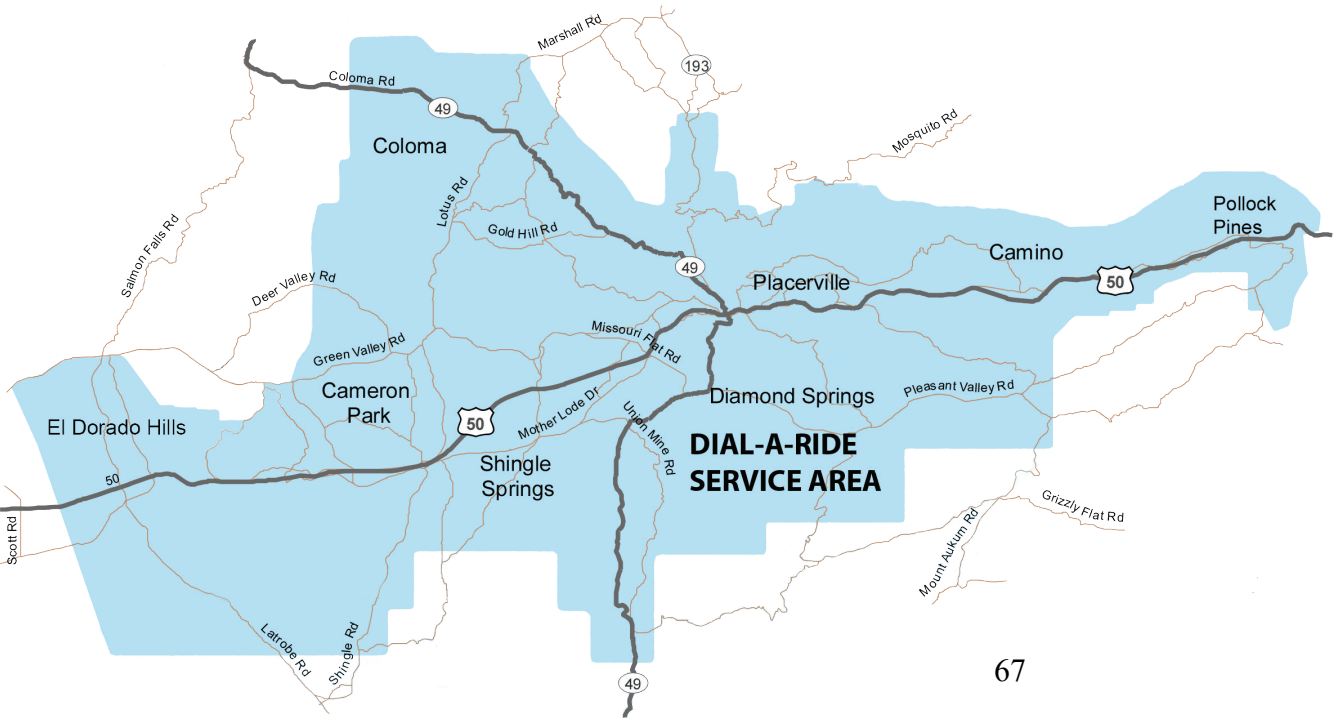
EFFECTIVE September 2, 2024

What is Dial-A-Ride?

Dial-A-Ride is El Dorado Transit’s curb-to-curb transportation service, available by advance reservation. Curb-to-Curb means that the Dial-A-Ride van or bus will pick up a passenger at a designated location at a pre-scheduled time and take them to a pre-scheduled destination. Sometimes passengers will share a ride with other passengers; this is to ensure that El Dorado Transit can provide service for the largest number of passengers possible. Ride requests are accepted and scheduled on a first come/first served basis. Dial-A-Ride is available to seniors (60 and older) and persons with disabilities who are registered in the El Dorado Transit Dial-A-Ride system.

Where does Dial-A-Ride go?

The following map shows the Dial-A-Ride service area. Call El Dorado Transit to verify if addresses are in the service area.



When does Dial-A-Ride operate?

Rides are available 7 days a week, excluding holidays (Call (530) 642-5383 for the holiday schedule).

Dial-A-Ride pickup times are available from:

Monday - Friday 7:30AM to 5:00PM
Saturday - Sunday 8:00AM to 5:00PM

Note: Scheduled pickup times must be within the above window, however, drop off time may extend beyond these times.

How much does it cost?

Each one-way ride fare is \$3.00.

When can I make a ride reservation?

Dial-A-Ride requests are accepted on a first come/first served basis by calling (530) 642-3696 or (916) 933-7766 between 9:00AM and 5:00PM, Monday through Friday. Reservations can be scheduled up to 3 business days in advance, excluding holidays.

For example; for a ride on a Thursday, passengers can call on the preceding Monday, Tuesday or Wednesday between 9:00AM and 5:00PM to request that ride. The table below may be helpful.

For a ride ...	Call on the preceding ...
on Monday	Wednesday, Thursday or Friday
on Tuesday	Thursday, Friday or Monday
on Wednesday	Friday, Monday or Tuesday
on Thursday	Monday, Tuesday or Wednesday
on Friday	Tuesday, Wednesday or Thursday
on Saturday or Sunday	Wednesday, Thursday or Friday

Cancellations may be phoned in at any time and must be phoned in at least 1 hour before the scheduled pickup time. Requests cannot be left on the voicemail.

Accessibility

All El Dorado Transit buses and vans are wheelchair accessible. Passenger information is available in alternate formats upon request.



Need to get to a doctor's appointment in the greater Sacramento Area?

SAC-MED

It's a shared-ride, non-emergency medical appointment transportation service for seniors (60 or older) or disabled persons. SAC-MED operates on Tuesdays and Thursdays for medical appointments in the greater Sacramento area made between 10:00 AM and 2:00 PM.

Fare

Passengers pay \$10.00 per boarding.

About Us

Established in 1975, The El Dorado County Transit Authority (El Dorado Transit) provides public transportation for the western slope of El Dorado County with a combination of fixed-route and demand response services.

Notifying the Public of Rights Under Title VI

El Dorado Transit operates its programs and services without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with El Dorado Transit.

If information is needed in another language, contact (530) 642-5383 or visit eldoradotransit.com for assistance. Si require información en español, vaya a eldoradotransit.com y seleccione en el menú de español.



6565 Commerce Way
Diamond Springs, CA 95619
(530) 642-5383
(888) 246-2877
www.eldoradotransit.com



SAC-MED

**Non-Emergency
Medical Appointment Transportation**

**(530) 642-3696
For Reservations and Cancellations**

- Effective February 2025 -

Reservations

To make a reservation call (530) 642-3696 between 9:00 AM and 5:00 PM. Reservations for a SAC-MED ride must be made at least 4 but not more than 14 business days in advance.

You will receive a call back by 5:00 PM the day before your scheduled trip to specify the exact pick-up location and time. If you have not received a confirmation call by 5:00 PM the day before the scheduled ride, please call our office at (530) 642-3696 to confirm your pick-up and drop-off.

Assistance

If passengers need assistance, they must provide a Personal Care Attendant (PCA) and include that information when they make their reservation. PCA's travel at no charge.

Pick-up and Drop Off Locations and Times

SAC-MED is a flexible service that brings you directly to the curb at your destination in the greater Sacramento area. The pick-up and drop-off locations in El Dorado County can be chosen from the following:

- Placerville Station
- Ray Lawyer Dr. Park and Ride
- Missouri Flat Transfer Center
- Central Transit Center
- Ponderosa Rd. Park and Ride
- Cambridge Rd. Park and Ride
- Bass Lake Rd. Park and Ride
- El Dorado Hills Park and Ride

If you need a ride to one of the above locations, you will need to schedule a separate Dial-a-Ride.

Passengers must be ready 15 minutes early. The driver will wait 5 minutes before going to the next stop.

Guidelines

Passengers who need to cancel a SAC-MED trip must call at least 24 hours in advance to cancel their ride. Non-canceled rides will be considered a "no-show". Any morning no-show will result in an automatic cancellation of the return ride unless El Dorado Transit is contacted.

Passengers accumulating 3 no-shows in a 30-day period will be suspended from using the shared ride service for 14 days. Passenger accumulating 6 no-shows in a 90-day period will be suspended from using the shared ride service for a period of 30 days.

Prior to any suspension, a written warning of the proposed suspension period and the reasons for it will be provided to the passenger. Appeals will be directed to the Operations Manager.

What is ADA Complementary Paratransit

Per the Americans with Disabilities Act (ADA) of 1990, transit agencies that provide fixed route bus service are mandated to provide complementary paratransit service for those persons who, due to a disability, are unable to independently use the regular fixed route buses.

ADA paratransit service complements fixed routes with curb-to-curb shared ride bus and van service within a ¾ of a mile radius of the regular fixed bus routes and operating the same days and hours. Reservations may be made up to 3 days in advance and no later than 5:00 PM the day prior to the desired trip date.

Fare

The ADA paratransit fare is \$3.00 per one way trip.

Ride Limits

There are no limits on the number of trips provided. You may ride anywhere within the defined ADA service area.

About Us

Established in 1975, The El Dorado County Transit Authority (El Dorado Transit) provides public transportation for the western slope of El Dorado County with a combination of fixed-route and demand response services.

Notifying the Public of Rights Under Title VI

El Dorado Transit operates its programs and services without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with El Dorado Transit.

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Diamond Springs, CA 95619
(530) 642-5383
(888) 246-2877
www.eldoradotransit.com



ADA Paratransit

**Americans with Disabilities Act
Complementary Paratransit Services**

**(530) 642-5383
Option 4**

- Effective November 2019 -

ADA Paratransit Eligibility

In order to utilize ADA paratransit services, customers must complete and submit an ADA paratransit eligibility application to El Dorado Transit. There are two types of eligibility; unconditional, which means that the customer is unable to ride regular fixed route bus at all times based on the nature of their disability; or conditional, which means that the customer is unable to ride regular fixed route bus under certain conditions (i.e., when it is very hot/cold outside, uneven terrain, etc.). Once eligible, customers will be issued an ADA paratransit photo ID card. This card must be presented to the driver upon boarding.

If I currently have a handicapped parking placard do I qualify under the ADA?

Not necessarily. The criteria for the parking placard are broader than the ADA requirements. ADA requires certification that a person has a disability which prevents that person from using fixed route service.

Eligibility for ADA service in other counties?

When you travel outside El Dorado County, your ADA identification card entitles you to use any other system's ADA paratransit service. You will be considered a visitor and may use the service for only 21 days. If you plan to be in another county for more than 21 days, you may be required to apply for certification in that county.

Reservations

Reservations will be taken between 8:00 AM and 5:00 PM, seven days per week. Scheduling a trip is easy; just call (530) 642-5383 **option 4** up to 3 days prior, and no later than 5:00 PM the day before the desired trip date.

When scheduling a trip, reservationists may offer pick-up times up to 1 hour before or after the requested pick-up time. Once a trip is scheduled, the reservationist will provide a "30-minute ready window" 15 minutes prior to and after the requested pick-up time. This ready window is the time when passengers should be ready to board the vehicle. Upon arriving within the ready window, the driver will wait 5 minutes for the passenger(s) to board. Should the passenger fail to be ready and not board within the allotted 5 minutes, the trip will be noted as a no-show.

No-Shows

Passengers must call to cancel their rides at least one (1) hour prior to their scheduled trip. Passengers may call (530) 642-5383 **option 4** 24 hours a day to cancel a requested trip. Failure to cancel a requested trip may result in a "no-show". Passengers accumulating a minimum of 3 no-shows in 10 scheduled trips in a 30-day period may be suspended from the service for 7 days. Prior to any suspension, a written warning of the proposed suspension period and the reasons will be provided to the passenger.

ADA Paratransit Service Hours

ADA paratransit service is provided the same days and hours as the regular local fixed routes.

Monday - Friday	
Route	Hours
20 - Placerville	6:30 AM - 7:25 PM
30 - Diamond Springs	7:00 AM - 6:55 PM
40 - Cameron Park	6:30 AM - 7:20 PM
50 - 50 Express	6:00 AM - 7:25 PM
60 - Pollock Pines	7:00 AM - 6:55 PM

Saturday	
Route	Hours
25 - Saturday Express	9:00 AM - 4:55 PM
35 - Diamond Springs	9:00 AM - 4:55 PM

Appeal Process

If an applicant is denied, suspended, or feels the category they have been issued is incorrect, they may file an appeal. Those wishing to file an appeal may do so by writing a letter to El Dorado Transit within 60 days of receipt of notification. The appeal is then reviewed by an appeals board at a hearing. The appeals board will make a decision within 30 days of the hearing. For a complete description of the Appeals Process, please call El Dorado Transit at (530) 642-5383 or visit www.eldoradotransit.com.

AGENDA ITEM 1 E
Consent Item

MEMORANDUM

DATE: August 6, 2026

TO: El Dorado County Transit Authority

FROM: Steffi Ahart, Human Resources Manager

SUBJECT: Approval of Updated Job Descriptions for Fiscal Specialist and Administrative Assistant

REQUESTED ACTION:
BY MOTION,

Approve the Revised Job Descriptions for the Fiscal Specialist and Administrative Assistant Classifications

BACKGROUND

On March 5, 2026, the Board of Directors approved Agenda Item 2A, which included revisions to the Agency's Personnel Allocation Table and Organizational Chart for Fiscal Year 2026/27. As part of that action, the Board approved changing the job classification titles of Fiscal Technician I/II to Fiscal Specialist and Office Assistant I/II to Administrative Assistant to better reflect the duties and responsibilities of the positions and align with current industry standards.

During implementation of the Board-approved organizational changes, staff identified that while the classification title changes were approved, the associated job descriptions required additional revisions to fully remove references to the former I/II classification structure and incorporate the consolidated classification language. The attached revisions complete implementation of the Board's previously approved classification changes and ensure the job descriptions accurately reflect the Agency's current organizational structure.

DISCUSSION

The revised job descriptions update the classification titles and remove outdated references to the former I/II classifications while maintaining the core duties and responsibilities of each position. The revisions also clarify the purpose and scope of each classification, improve consistency with the Agency's current organizational structure, and update terminology to reflect current operational practices.

The proposed revisions do not create new positions, increase staffing levels, or modify the Agency's approved Personnel Allocation Table. Rather, they finalize the implementation of the Board-approved classification changes adopted on March 5, 2026.

The attached redline versions identify the proposed revisions for Board review.

FISCAL IMPACT

There is no fiscal impact associated with approval of the revised job descriptions. The classification title changes and associated compensation were previously approved by the Board as part of the Fiscal Year 2026/27 Personnel Allocation Table.



FISCAL TECHNICIAN I/H FISCAL SPECIALIST

Hourly Rate: ~~\$24.90~~–~~\$33.37~~ \$25.57–\$34.27 with benefit package

DEFINITION

Under general ~~supervision (Fiscal Technician I)~~ to direction (~~Fiscal Technician II~~), perform paraprofessional and clerical accounting work required in the processing and maintenance of fiscal and statistical records for El Dorado Transit's financial functions; areas of responsibility include, but are not limited to, accounts payable, accounts receivable, payroll, and cash handling; assists in compiling information and data for financial reports; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general ~~supervision (Fiscal Technician I)~~ or direction (~~Fiscal Technician II~~) from the ~~Finance~~ Fiscal Manager. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

Fiscal Technician I: This is the entry level classification in the Fiscal Technician series. Initially under close supervision, incumbents learn and perform fiscal related duties. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the II level, but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Fiscal Technician II: This is the fully qualified journey-level classification ~~in the Fiscal Technician series~~ responsible for performing the full range of paraprofessional accounting support duties in assigned areas which include, but are not limited to, accounts payable, accounts receivable, payroll, and cash handling. Positions at this level are expected to work independently, and exercise judgment and initiative within established guidelines. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

~~Positions in the Fiscal Technician class series are flexibly staffed and positions at the II level are normally filled by advancement from the I level; progression to the Fiscal Technician II level is dependent on (i) satisfactory work performance; (ii) the incumbent meeting the minimum qualifications for the classification; (iii) management affirmation that the position is performing the full range of duties assigned to the classification, and (iv) management approval for progression to the II level.~~

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

~~Positions at the Fiscal Technician I level may perform some of these duties in a learning capacity.~~

- Performs paraprofessional and clerical accounting work required in the processing and maintenance of fiscal and statistical records for El Dorado Transit's financial functions; areas of responsibility include, but are not limited to, accounts payable, accounts receivable, payroll, and cash handling.
- Administers the Secondary for payroll process; maintains up to date employee and agency information in the payroll system; reviews and verifies time cards and confirms leave requests/balances; verifies pay increases and computes any retro-active pay; confirms benefits, retirement and deferred compensation contributions and related deductions; ensures compliance with bargaining unit agreements and individual selections; calculates and processes manual checks; submits documents to payroll system vendor; checks and confirms payroll prior to final processing; submits reports to retirement and deferred compensation providers.
- Administers the accounts payable function; collects and assembles invoices and confirms proper documentation and signatures; sets invoices up for payment; maintains all accounts payable vendor accounts in automated system; reconciles all accounts payable invoices to monthly statements received; investigates and resolves discrepancies; sets up, processes and distributes checks; reviews accounts payable general ledger entries for accuracy prior to month end closing.
- Assists in the collection of monies owed to El Dorado Transit; -works with external service providers. and maintains accounts receivable files and records.
- Assists in the compilation and distribution of fiscal reports; places fiscal data into spreadsheets or automated system for report generation.
- Coordinates and processes monthly ALTA client orders; reviews authorizations to ensure they are current; prepares monthly check sheets for drivers for billing purposes; prepares ALTA monthly billing for scrip and passes.
- Prepares and distributes pass fare merchandise to retail locations; prepares sales packages, which include scrip, passes, and a log sheet; reconciles sales for each site and prepares deposit; resolves fare discrepancies.
- Counts and reconciles daily deposits from transit system fare boxes; confirms and deposits funds.
- Logs incoming checks and prepares bank deposits; reconciles bank deposit slips weekly and resolves discrepancies.
- Assists with the purchasing function by entering and processing purchase orders in the system; verifies bid paperwork is complete and includes authorized signatures; maintains purchase order files.
- Performs general office support; answers the telephone and assists callers or directs to correct staff member; organizes and maintains various files; types correspondence, reports, and forms; sets up yearly fiscal year files; prepares files for archival.
- Positions assigned to this classification may be required to operate a motor vehicle to pick up and deliver materials, or to attend business related meetings.
- Conduct monthly safety inspections of AEDs (Automated External Defibrillators), eyewash stations, fire extinguishers, first aid kits, and ladders to ensure compliance with safety regulations and operational readiness. Perform additional safety and facility-related duties as assigned.
- Performs related duties as assigned.

QUALIFICATIONS

~~Positions at the Fiscal Technician I level may exercise some of these knowledge and abilities statements in a learning capacity.~~

Knowledge of:

- Public agency financial operations and services including, but not limited to, accounts payable, accounts receivable, payroll, and cash handling.
- Principles and practices of automated financial record keeping systems.
- Methods, practices, and procedures of bookkeeping, including accounts receivable, and accounts payable processes.
- Public agency payroll processes, including retirement plan and benefits providers reporting processes.
- Public agency procurement processes, rules and regulations.
- Cash handling principles and techniques.
- Methods and techniques of balancing cash transactions, and bank statements.
- Methods and techniques of reconciling accounts and statements.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Complex recordkeeping principles and practices.
- Business mathematical principles.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and El Dorado Transit staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination including computers and software relevant to the work performed.

Ability to:

- Provide technical support to the full range of fiscal services.
- Coordinate services with external service providers and internal departments.
- Respond to and effectively prioritize multiple requests for service.
- Research and compile data for fiscal reports and records.
- Organize and maintain accurate fiscal files and records.
- Make accurate arithmetic calculations.
- Demonstrate excellent customer service skills.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Understand and carry out oral and written directions.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural guidelines.
- Establish and maintain effective working relationships with those encountered in the course of the work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education and Experience:

~~Fiscal Technician I/II:~~ Equivalent to completion of the twelfth (12th) grade supplemented by specialized training in accounting, payroll or a related field.

~~Fiscal Technician I:~~ ~~Two (2) years of experience performing a variety of technical fiscal, accounting, and financial record keeping duties.~~

Experience:

~~Fiscal Technician II:~~ Three (3) years of increasingly responsible experience performing a variety of technical fiscal, accounting, and financial record keeping duties, or one (1) year of technical fiscal program support experience at a level equivalent to the El Dorado Transit's classification of Fiscal Technician I.

Licenses and Certifications:

- Possession of, and ability to maintain, a valid California Class C Driver's License and a safe driving record throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard, or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds. Reasonable accommodations will be made for individuals on a case-by-case basis.

ENVIRONMENTAL CONDITIONS

Employees work primarily in an office environment with moderate noise levels, controlled temperature conditions and no exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



OFFICE ASSISTANT-ADMINISTRATIVE ASSISTANT

Hourly Rate: ~~\$19.45~~\$22.05 – ~~\$26.07~~\$29.55 with benefit package

DEFINITION

Under immediate ~~(Office Assistant I) or general (Office Assistant II)~~ supervision, performs a variety of office administrative and clerical ~~tasks-duties~~ in support of assigned areas of responsibility, ~~which includes, including~~ but ~~is~~ not limited to, general administration, customer service, human resources and marketing ~~activities~~; ~~provides~~Provides customer service and assistance to the general public and transit customers; maintains a ~~wide~~ variety of records ~~and~~ files and databases; prepares correspondence and reports; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate ~~(Office Assistant I) or general (Office Assistant II)~~ supervision from assigned supervisory or management staff. ~~and~~ Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

Office Assistant I: This is the entry level classification in the Office Assistant series. Initially under close supervision, incumbents learn and perform office clerical administrative support duties. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the II level, but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Office Assistant II: This is the fully qualified journey level classification in the Office Assistant series responsible for providing the full range of administrative and clerical support to assigned areas. Positions at this level are expected to work independently and exercise judgment and initiative within established guidelines. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

Positions in the Office Assistant class series are flexibly staffed and positions at the II level are normally filled by advancement from the I level; progression to the Office Assistant II level is dependent on (i) satisfactory work performance; (ii) the incumbent meeting the minimum qualifications for the classification; (iii) management affirmation that the position is performing the full range of duties assigned to the classification, and (iv) management approval for progression to the II level.

This classification performs a broad range of administrative, clerical, and office support duties in support of assigned departments or programs. Initially, incumbents may work under close supervision while learning departmental procedures, office practices, and administrative processes. As experience is gained, assignments become more varied, complex, and difficult, and incumbents are expected to perform duties with increasing independence, initiative, and sound judgment within established guidelines. Responsibilities may include providing administrative support, maintaining records and files, preparing correspondence and reports, responding to

inquiries, coordinating office activities, and assisting staff and the public. Work requires knowledge of office procedures and organizational policies, attention to detail, and the ability to prioritize tasks and manage multiple assignments. Positions in this classification are expected to exercise discretion and professionalism while providing effective administrative support in a fast-paced office environment.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

~~*Positions at the Office Assistant I level may perform some of these duties in a learning capacity.*~~

- Performs a variety of office administrative and clerical tasks in support of assigned areas of responsibility including, but not limited to, general administration, customer service, human resources and marketing.
- Answers the phone and directs calls; processes incoming mail; assists the public at front counter and directs public to appropriate locations and/or staff; responds to complaints and requests for information; assists in interpreting and applying regulations, policies and procedures.
- Receives and responds to inquiries from the general public and/or transit customers; provides information on transit services including, but not limited to, routes, schedules, fares, and rules/regulations; distributes literature; as requested, determines best possible route and schedule for customers and computes/quotes rates for trips.
- Performs cash handling duties; maintains cash box to sell fare merchandise; collects money, makes change and issues receipts.
- Composes, types, formats, and proofreads a wide variety of letters, documents, flyers, brochures, calendars, and memoranda; types from rough drafts, or verbal instructions; checks drafts for punctuation, spelling, and grammar.
- Provides administrative support to the human resources function including, but not limited to, assisting with the recruitment process by processing correspondence, scheduling interviews and assisting with the preparation of interview materials; completes reference checks; assists with the preparation of new hire materials and enters all applicant/candidate information into an EEO tracking spreadsheet.
- Provides administrative support to the marketing and planning function including, but not limited to, compiling, editing and entering data from surveys, reports and ridership reports; assistance in the placement of ads, press releases and public notices; coordinating the production and distribution of promotional materials, bus timetables and related literature; and assisting with outreach and social media activities.
- Compiles information and data for reports and other documents; prepares, assembles and distributes reports, manuals, articles, announcements, and other informational materials.
- Maintains a variety of automated and manual files, logs, and records; using a computer, enters data to maintain and update records.
- Maintains office supplies and processes request orders.
- Positions assigned to this classification may be required to operate a motor vehicle to pick up and deliver materials, or to attend business related meetings.
- Operates standard office machines such as computer, printer, copier, fax, etc.
- Performs related duties as assigned.

QUALIFICATIONS

Positions at the Office Assistant I level may exercise some of these knowledge and abilities statements in a learning capacity.

Knowledge of:

- General office and clerical practices and procedures.
- El Dorado Transit and assigned departments programs, goals, and policies and procedures.
- Basic recordkeeping principles and practices.
- Business letter writing and the standard format for typed materials.
- Basic mathematical principles and cash handling techniques.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and El Dorado Transit staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination including computers and software relevant to the work performed.

Ability to:

- Perform clerical administrative and office support tasks related to the department to which assigned.
- Respond to multiple requests for assistance and determine priorities.
- Organize and maintain accurate files and records.
- Type accurately at speeds necessary for successful job performance.
- Make accurate arithmetic calculations.
- Research and compile a variety of information and materials.
- Demonstrate excellent customer service skills.
- Compose routine correspondence from brief instructions.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish and maintain effective working relationships with those encountered in the course of the work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education and Experience:

Office Assistant I/II: Equivalent to completion of the twelfth (12th) grade.

Office Assistant I: One (1) year of experience performing general clerical or administrative duties.

Office Assistant II: One (1) year of general clerical or administrative experience at a level equivalent to the El Dorado Transit's class of Office Assistant I.

Licenses and Certifications:

- Possession of, and ability to maintain, a valid California Driver's License and a safe driving record throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard, or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds. Reasonable accommodations will be made for individuals on a case-by-case basis.

ENVIRONMENTAL CONDITIONS

Employees work primarily in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

AGENDA ITEM 1 F
Consent Item

MEMORANDUM

DATE: August 6, 2026
TO: El Dorado County Transit Authority
FROM: Jenelle Sathre, Finance Manager
SUBJECT: Purchase Orders above \$25,000 for Fiscal Year 2026/27

REQUESTED ACTION:
BY MOTION,

**Approval of Purchase Orders above \$25,000 for Fiscal Year
2026/27**

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 Purchase Orders (PO) are for employment practices liability insurance and general liability insurance for facilities and vehicles. The requested action will provide for an increase to PO No. 32004 and 32005 for CalTIP for this fiscal year (FY2026/27).

Purchase Order 32004 – CalTIP

5060.04	Insurance Premium EPLI Package	\$32,000	\$33,200
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Purchase Order 32005 – CalTIP

5060.01	Insurance Premiums/Public Liability	\$500,000	\$501,400
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The following Blanket Purchase Order (BPO) is for annual maintenance, replacement and additional parts and services for Zonar Systems, Inc for this fiscal year (FY2026/27)

Blanket Purchase Order B32091 – Zonar Systems, Inc

5040 / 5090.06	Maintenance Software/Hardware	\$25,000	\$35,000
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FISCAL IMPACT

The increase of PO No. 32004 and No. 32005 issued to CalTIP falls within the allocated contingency and will be adjusted appropriately during the mid-year review.

The increase of BPO No. B32091 issued to Zonar Systems, Inc will not impact the total adopted FY 2026/27 budget.

EL DORADO COUNTY TRANSIT AUTHORITY

6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED: 08/06/26

PURCHASE ORDER NO. 32004

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

DATE: 07/01/26

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 07/01/26 THROUGH 06/30/27 COVERAGE PERIOD 05/01/26 THROUGH 04/30/27 COVERAGE LIMITS ARE AS FOLLOWS: \$50K SELF-INSURED RETENTION		\$33,200.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$33,200.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$33,200.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

EL DORADO COUNTY TRANSIT AUTHORITY

6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED: 08/06/26

PURCHASE ORDER NO. 32005

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

DATE: 07/01/26

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 07/01/26 THROUGH 06/30/27 COVERAGE PERIOD 05/01/26 THROUGH 04/30/27 COVERAGE LIMITS ARE AS FOLLOWS: CalTIP \$2.25M SELF-INSURED RETENTION GEM AT \$4M XS OF \$2.25M OBSIDIAN AT \$750k XS OF \$6.25M EVEREST AT \$3M XS OF \$7M HALLMARK AT \$5M XS OF \$10M AWAC AT \$10M XS OF \$15M TOTAL LIABILITY LIMIT OF \$25M		\$501,400.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$501,400.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$501,400.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

EL DORADO COUNTY TRANSIT AUTHORITY

6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED:08/06/26

PURCHASE ORDER NO. B32091

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

DATE: 07/01/26

ACCOUNT: 5040 CLASS: 110

ACCOUNT: 5090.06 CLASS: 125

SHIP & INVOICE TO:

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

TO: ZONAR SYSTEMS INC
P.O. BOX 841580
DALLAS, TX 75284-1580

Contact: Michelle Shockes

Vendor Phone No: (206) 878-2459

Fax No: (206) 878-3082

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		ANNUAL MAINTENANCE CONTRACT, REPLACEMENT AND OR ADDITIONAL PARTS AND SERVICES FOR FISCAL YEAR 07/01/26 THROUGH 06/30/27		NOT TO EXCEED: \$35,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$35,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$35,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

AGENDA ITEM 1 G
Consent Item

MEMORANDUM

DATE: August 6, 2026
TO: El Dorado County Transit Authority
FROM: Steffi Ahart, Human Resources Manager
SUBJECT: Proposed Revisions to Board Travel Policy D-1

REQUESTED ACTION:

BY MOTION,

Approve the Proposed Revisions to Board Travel Policy D-1

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) Board Travel Policy D-1 establishes the authorization and reimbursement requirements for expenses incurred by employees while conducting authorized business travel both within and outside of El Dorado County.

DISCUSSION

The attached proposed revisions to the Board Travel Policy establish a prepaid fixed daily allowance for meals and incidental expenses (M&IE) as the preferred reimbursement method for authorized business travel. This change is intended to streamline the reimbursement process and provide greater consistency in the administration of travel expenses.

The proposed revisions remove the existing prohibition on reimbursement for meal gratuities. The U.S. General Services Administration (GSA) Meals and Incidental Expenses (M&IE) per diem rates, which are used to determine the M&IE allowance, already include an allocation for gratuities. Accordingly, a separate restriction on allowance for gratuities is no longer necessary.

In addition, the revisions update the recommended number of staff participants for each event to no more than two employees. This change recognizes that some conferences and training events include concurrent sessions or multiple courses that cannot be adequately covered by a single participant.

The attached Board Travel Policy incorporates all proposed revisions, with changes identified for the Board's review and consideration.

EL DORADO COUNTY TRANSIT AUTHORITY

Subject	Policy Number	Date Proposed
TRAVEL	D-1	August 6, 2026

TRAVEL

1.0 INTRODUCTION

1.1 Purpose

It is the intent of this policy that no EDCTA employee shall suffer any undue loss or gain any undue benefit while traveling on official EDCTA business. This policy ~~shall provide for the~~ establishes a prepaid fixed daily allowance for meals and incidental expenses during business travel as the preferred method of reimbursement. As an alternative, approved travel expenditures may be reimbursed within a reasonable period following completion of travel. ~~or reimbursement of approved expenditures within a reasonable amount of time, and~~ This policy is applicable to all officers and employees in the service of EDCTA. The Executive Director or his/her designee is responsible for ensuring all travel reimbursement requests comply with this policy.

2.0 POLICY

2.1 In-County Travel

- A. Travel by private auto in the performance of "official EDCTA business" shall be given a daily allowance or reimbursed at per State/Federal rate (see Policies & Procedures 4.2). Mileage for travel shall be computed from the employee's designated workplace. If travel begins from the employee's home, mileage shall be calculated from the home or workplace, whichever is less (e.g., If the employee lives in Cameron Park and drives to a meeting in Sacramento, leaving from home, mileage will be paid from the employee's residence to Sacramento and back to the residence).
- B. Under normal circumstances, lunch expenses will **NOT** be reimbursed while traveling in El Dorado County and performing the employee's normally assigned duties. However, employees traveling from the western slope of the county to South Lake Tahoe and vice versa will be reimbursed for lunch expense if the employee is required to spend the employee's entire scheduled shift at that location **or section 2.C applies.**
- C. In special circumstances, with the advance approval of the Executive Director, employees may be reimbursed for meal expenses incurred within the county, (i.e., when meals are approved as "part of a program" for special training sessions, conferences, workshops, when work is outside of a county facility, or less than an all day activity).

- D. ~~Employees may be reimbursed for meals and lodging expenses. If their~~ assigned activities require ~~them an employee~~ to spend one or more nights in an area of the county which is distant from their place of residence, (e.g. western slope employee assigned an activity in South Lake Tahoe), employees may be given a fixed daily allowance for meals, lodging and mileage expenses in normal circumstances, or may be reimbursed for meals and lodging expenses. ~~The rate of reimbursement for meals, lodging and mileage shall be~~ pursuant to the rates established by the General Services Administration (GSA). Employees must obtain prior approval from their supervisor before incurring allowable expenses identified above.
- E. Overnight travel requests, other than those governed by 2.D above, must be approved by the Executive Director prior to commencement of travel unless emergency or other legitimate special circumstances prevent prior approval. If this is the case, a memorandum describing the circumstances and justifying the decision shall be attached to the travel authorization form and submitted to the Executive Director for approval as soon as possible.

2.2 Out-of-County Travel

- A. Employees who are compelled to travel in the performance of their duties and in the service of EDCTA shall be given a daily allowance or reimbursed for their "actual and necessary expenses", within maximum rate limits established by the EDCTA Board for transportation, lodging, meals, tolls, parking, and other reasonable costs.
- B. Maximum rates may be exceeded due to special circumstances as approved by the Executive Director.
- C. Supervisors should try to minimize travel expenses by limiting travel participants for each event to no more than one-two staff members, and having those individuals share information with the rest of the staff upon return.
- D. Overnight travel requests must be approved by the Executive Director or his/her designee prior to commencement of travel unless emergency or other legitimate, special circumstances prevent prior approval. If this is the case, a memorandum describing the circumstances and justifying the decision shall be attached to the travel authorization form. **It remains up to the discretion of the Executive Director as to whether or not costs of travel which were not authorized in advance will be reimbursed.** Employees and other persons are advised to plan ahead and obtain the necessary approvals.
- E. Travel will be by the most reasonable means available, taking into consideration employee time devoted to travel at the expense of performance of other duties.

- F. When an employee is to travel by a common carrier (air, bus, rail), the requesting department is to obtain a quoted price through a travel agency or similar means. Reservations can be made but ticket purchase must await approval by the Executive Director or their designee. Tickets may be purchased on an EDCTA credit card, a personal credit card, purchase order, or through a travel advance after approval.
- G. Common carrier travel must be in “Economy” or similar class unless otherwise specifically authorized in advance by the Executive Director.
- H. For out-of-county travel, consisting of a day trip and where a common carrier is the mode of travel, prior authorization from the Executive Director is required.
- I. Travel out of county in an EDCTA vehicle is allowed; however, the final destination of the trip is NOT to exceed a four (4) hour driving distance from the EDCTA office. Any exception to this policy must receive prior approval from the Executive Director.

2.3 Authorization

Generally, this policy sets forth a procedure whereby the Executive Director approves employee travel, training, and conference programs each fiscal year by approving and adopting the appropriation in the final budget process.

2.4 Mileage Allowances

The reimbursement rate represents the expenses of gasoline and normal wear and tear incurred during the use of one's personal vehicle in the course of performing one's duties in the service of EDCTA.

2.5 Reimbursement Rates

Employees shall be reimbursed for their actual and necessary expenses. Actual and necessary expenses do not include alcoholic beverages, ~~or gratuities (unless the gratuity is a quoted price of providing congregate meals).~~

A. Mileage Rate

Travel by private auto in the performance of official EDCTA business shall be reimbursed at the Federal rate as determined by the Internal Revenue Service.

B. Meal Rates

Reimbursement rates for individual meals shall be at the individual meal rate for that individual meal as established by the General Services Administration (GSA). Breakfast may be reimbursed only if an employee's travel consists of at least 2 hours in duration before an employee's regular work hours. These rates apply to in-county travel as well, where other sections of this policy apply.

Reimbursement may exceed the prescribed individual meal rate if the meal is being served as part of an authorized event and the cost of the meal is itemized separately from the event's registration or attendance fees. For example, the registration fee for multi-day conference includes lunches but an optional dinner is offered on one night at an additional cost. If a meal is provided as part of an event, the employee may not claim reimbursement for the meal if they choose to eat elsewhere unless authorized by the Executive Director or his/her designee. Receipts will be required for reimbursement of alternate meal if authorized.

Employees traveling on out-of-county business travel that requires overnight lodging are eligible to receive an allowance or claim reimbursement for meals taken out-of-county, and shall be reimbursed for full days (at least 12 hours) of travel equal to the per diem lump sum which covers meals taken by the employee for each full day. The per diem rate shall be equal to the maximum federal per diem meal and incidental expenses rate established by the GSA. The per diem rate includes taxes and gratuities. Gratuities are reimbursable up to a maximum limit of 20% of the total bill.

2.6 Lodging

- A. Employees are eligible to claim reimbursement for lodging upon approval of the Executive Director or designee. Lodging expenses shall be claimed at either the actual cost of the lodging (limited to single occupancy rate for a single room) or EDCTA's maximum lodging rate (Federal Per Diem Rate established by the GSA), whichever is less.
- B. Lodging costs may exceed the allowable maximum rate under the GSA if the authorized event is held at a specific hotel and lodging is a pre-arranged group rate in conjunction with a conference or event and prior authorization is given.
- C. In all instances, the per diem rates for lodging refers to the room rate only. Additional charges for Transient Occupancy Taxes (TOT) and sales taxes will be reimbursed at cost. Employees are advised that TOTs may often be waived by California hotels with a letter from the agency on letterhead stating the purpose of the travel. Such letters should be sent in advance of travel dates.

2.7 Rental Cars

When using public transportation on an authorized trip, employees shall utilize the least expensive ground transportation (i.e. taxi, rental car, mass transit). The use of a rental car **must** be noted on the Travel Authorization in advance and authorized by the Executive Director. Justification for the use of the rental car must accompany that request. Rental car costs will not be reimbursed without prior authorization except in the case of emergencies. Exceptions shall be granted at the sole discretion of the Executive Director. The employee shall choose the least expensive size and mileage limits appropriate to the use required. Rental cars must be rented under the name of the authorized employee and shall only be driven by an EDCTA employee. The employee shall waive additional vehicle insurance provided by the rental company.

2.8 Air Travel

Air Travel reservations should be made in such a manner as to secure the best available fare. Available resources include, but are not limited to: travel agents, online resources or directly with the airline. ALL AIR TRAVEL MUST BE IN ECONOMY OR SIMILAR CLASS.

- Employees are expected to use the lowest logical airfare available.
- Employees are expected to reserve 7-day advance notice purchases.
- Employees are expected to use non-direct flights when the savings are substantial.
- Employees must obtain Executive Director approval for all trips.

Upgrades for Air Travel

Upgrades for air travel are not reimbursable. If an employee wishes to upgrade, it is done at the employee's expense.

Cancellations

When a trip is cancelled after the ticket has been issued, the employee should inquire about using the same ticket for future travel. Employees should reuse airline tickets if: a) they are traveling on the same route, or b) airfare eligibility requirements (verified with travel agency) are met.

Unused/Voided Airline Tickets

Unused airline tickets or flight coupons must never be discarded or destroyed as these documents may have cash value. To expedite refunds, unused or partially used airline tickets must be returned immediately to the issuing authority. Employees must NOT include unused tickets in with their expense reports.

Employees with an electronic ticket simply need to call the travel agency/issuing authority to initiate a refund.

Lost or Stolen Airline Tickets

Immediately upon discovery of lost/stolen ticket, the employee must:

- Report the loss to the travel agency/issuing authority who will file the lost ticket application
- Fill out the lost ticket application at the airline ticket counter

All other reasonable and necessary expenses (i.e. parking, tolls, etc.) will be reimbursed at cost provided a receipt is included. Receipts are required except for those charges for which receipts are not customarily issued such as bridge tolls.

2.9 Purchase Orders

Purchase Orders are **NOT** an acceptable means of obtaining goods or services for the purposes of travel and meeting expense reimbursement.

2.10 Advances

EDCTA may provide advance funds for estimated "out-of-pocket" expenses up to ~~seventy-five~~~~one-hundred~~ percent (~~75~~~~100~~%), but no less than \$50.00. The "out-of-pocket" expenses would include meals, taxi, rideshare, ~~and~~ public transportation, lodging, parking and pre-registration costs.

2.11 Compliance

It is the responsibility of the employee to understand and follow all policies and procedures herein in order to receive reimbursement for mileage, travel and expense claims. Any form completed improperly or procedure not followed will result in the return of claim without reimbursement.

2.12 Exceptions

Exceptions to the limits contained in this policy may be approved by the Executive Director. Any exception granted by the Executive Director is to be applied as a case-by-case basis and does not set precedent for future policy.

3.0 PROCEDURES

3.1 Forms

- A. Travel Authorization Form (Attachment A)
- B. Mileage Reimbursement Claim Form (Attachment B)

C. Miscellaneous Travel Reimbursement Claim Form (Attachment C)

D. Purchase Requisition Form (Attachment D)

3.2 Authorization

Travel and Mileage/Expense reimbursement claim forms must be signed by the employee requesting reimbursement and the Supervisor. The Executive Director or his/her designee must also approve overnight travel, any maximum rates being exceeded, when a Manager or Supervisor and additional staff member wish to attend the same out-of-county event, when a county vehicle is used and the expected driving time exceeds four hours to the destination, and when common carrier tickets are to be purchased.

3.3 Advances

- A. To receive an advance for expenses itemized on the Travel Authorization, an employee must submit this form to the Accounting-Finance Department at least one week in advance for processing.
- B. Cancellation Policy: In the event an employee, through no fault of his/her own, must cancel pre-planned travel, any advance received must be returned to the Accounting-Finance Department within five (5) working days of the scheduled departure date. If the advance is not returned within this time frame the employee could jeopardize his/her standing to receive advances in the future.

3.4 Reimbursement

Submission of travel, mileage and expense claims must be accomplished in a timely fashion for reimbursement to occur.

A. Reimbursement Claim Form

Upon return from approved travel, in order to receive reimbursement the employee is to complete the Miscellaneous Travel Reimbursement Claim Form, attach all pertinent original receipts, obtain Manager or Supervisor approval and submit to the Accounting-Finance Department for reimbursement. The employee has thirty (30) days upon return to submit to the Accounting-Finance Office-Department to receive reimbursement.

B. Expeditious Payment

It is the policy of El Dorado County Transit Authority that no employee, official or person representing EDCTA shall be unduly burdened by costs

associated with that representation. Therefore, upon receipt of a request for reimbursement, the Accounting-Finance Department shall expeditiously review the request for completeness. If the request is found to be incomplete, the Accounting-Finance DepartmentOffice will return the request to the claimant noting the areas of deficiency. Upon receipt of a completed request for reimbursement the Accounting-Finance Department shall provide reimbursement to the employee.

TRAVEL AUTHORIZATION FORM

Complete Travel Authorization Form & obtain approval prior to making reservations. Contact Kimberly Crow at extension 222 for all reservations

Is travel being booked at least seven (7) days in advance? Yes ☐ No ☐

If no, please explain _____

Economy class fare is reimbursable; no upgrades at agency expense without pre-authorization

Estimated cost of trip _____

TRAVELLER'S NAME		TELEPHONE NUMBER:		EMPLOYEE NUMBER:
DEPARTMENT AND LOCATION:		PROJECT NUMBER/NAME:		TRAVEL ARRANGED BY:
PURPOSE OF TRIP				
☐ PLEASE CHECK THIS BOX IF GRANT APPLICATION AVAILABLE FOR TRIP AND/OR INFORMATION ATTACHED				
ITINERARY				
FROM	TO	DATE	DEPARTURE TIME	
CAR RENTAL NEEDED? NO YES (IF YES PLEASE COMPLETE INFORMATION BELOW)				
CITY	NUMBER OF DAYS	SPECIAL INFORMATION		
HOTEL NEEDED? NO YES (IF YES PLEASE COMPLETE INFORMATION BELOW)				
CITY	DATE(S)	HOTEL NAME (IF KNOWN)	SPECIAL INFORMATION	
IS ANY PORTION OF THIS TRIP PERSONAL? IF YES, PLEASE EXPLAIN.				
EMPLOYEE SIGNATURE		DATE	SUPERVISOR'S SIGNATURE	
DEPARTMENT MANAGER APPROVAL		DATE	HUMAN RESOURCES APPROVAL	

EL DORADO COUNTY TRANSIT AUTHORITY

MILEAGE REIMBURSEMENT CLAIM FORM

NOTE: For Claims under \$25.00, please use Petty Cash Requisition/Reimbursement Form.

Employee Name (please print): _____ **Date:** _____

Make and model of car: _____ Vehicle License No.: _____

I hereby certify that I possess a valid California driver's license, and I have sufficient public liability and property damage insurance at least equal to the requirements of financial responsibility laws of the State of California (Vehicle Code Section 16430). I further certify that the miles claimed for El Dorado County Transit Authority is and was necessary for the performance of my assigned duties and no prior claim has been made for any portion thereof.

Signature of Employee: _____ **Date:** _____

Employee Drivers License No.: _____

Date	Destination	Purpose	Total Miles Traveled

I approve the miles claimed for the Authority recorded as reasonable and necessary for the performance of the employee's assigned duties and approve payment of this claim.

Supervisor's Signature: _____ **Date:** _____

Account Code _____

***** ACCOUNTING DEPARTMENT USE ONLY *****

Total Mileage _____ **x \$0.72.5 =** _____ **Account Code** _____

TOTAL REIMBURSEMENT TO EMPLOYEE: _____ **Process Date:** _____

EL DORADO COUNTY TRANSIT AUTHORITY

MISCELLANEOUS TRAVEL REIMBURSEMENT CLAIM FORM

NOTE: For Claims less than \$25.00, please use Petty Cash Requisition/Reimbursement Form

Employee Name (please print) **Date** _____

I hereby the articles or service described by the **original invoice attached** and listed below have been delivered or performed and no prior claim has been presented for these articles or service.

Signature of _____
Employee **Date** _____

Date	Articles/Service	Amount Allowed	Amount Paid	Reimbursable Amount

Explanation: _____

I hereby certify the articles or services described above and by the original invoice(s) attached were necessary for use by the department. I have provided account codes for approved amount (s).

Signature of _____
Supervisor **Date** _____

\$ _____
Amount Approved **Account Code** **Work Element**

\$ _____
Amount Approved **Account Code** **Work Element**

***** **ACCOUNTING DEPARTMENT USE ONLY*******

Total Articles/Service \$ _____ Account Code: _____ Work Element: _____

Total Articles/Service \$ _____ Account Code: _____ Work Element: _____

TOTAL REIMBURSEMENT TO EMPLOYEE: _____ **Process Date:** _____

EL DORADO COUNTY TRANSIT AUTHORITY

PURCHASE REQUISITION

(Use for purchases over \$50, under \$50 use Miscellaneous Reimbursement Claim Form)

Check One: ☐ PURCHASE ORDER Or ☐ BLANKET PURCHASE ORDER

If check is required, date needed is _____ Invoice/receipt of purchase must be returned.

Requested by: _____ Date: _____

Item(s) Needed: Quantity: _____ Description: _____

Vendor Selected: _____ Total Cost: \$ _____

Grant Funding Source: _____ Amount: \$ _____

VENDOR CONTACTS

(*) Contact at least three vendors for price quotation, unless approval not to do so is given below.
RFP to be issued on items costing over \$10,000.00 and written bids are required.

Vendor 1: Name: _____ Terms: _____

Street/Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Telephone: _____ Fax: _____

Quantity: _____ Price: \$ _____ (each) Shipping: \$ _____ Tax: \$ _____ Total Cost: \$ _____

Is Description as noted above? ☐ Yes If not, explain: _____

Vendor 2: Name: _____ Terms: _____

Street/Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Telephone: _____ Fax: _____

Quantity: _____ Price: \$ _____ (each) Shipping: \$ _____ Tax: \$ _____ Total Cost: \$ _____

Is Description as noted above? ☐ Yes If not, explain: _____

Vendor 3: Name: _____ Terms: _____

Street/Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Telephone: _____ Fax: _____

Quantity: _____ Price: \$ _____ (each) Shipping: \$ _____ Tax: \$ _____ Total Cost: \$ _____

Is Description as noted above? ☐ Yes If not, explain: _____

AUTHORIZATION

Supervisor Approval: _____ Date: _____

Purpose of Purchase: _____

Account Number: _____

(*) *OVERRIDE OF THREE-VENDOR REQUIREMENT:*

Supervisor Approval: _____ Date: _____

Reason: _____

Account Number: _____

***** ACCOUNTING DEPARTMENT USE *****

Purchase Order Number Issued: _____ Date: _____ By: _____

Circle Distribution: Purchasing Requestor

Purchasing Procedures

1. Carefully follow the form filling in each line completely. Unless the item is unique to one vendor (i.e. factory), you must find three (3) vendors for price comparison. If only two vendors are available, or if a vendor you have contacted does not respond, make a notation to that effect.
2. When the vendor has been selected and total cost (including sales tax) has been established, submit the form to your supervisor for approval. The supervisors will then fill out the "Purpose of Purchase" and "Account Number" portion.
3. The entire package including any vendor quotes will be given to the Accounting Department for processing. Accounting will then create a Purchase Order form.
4. The Executive Director will sign the original Purchase Order. Copies of the Purchase Order, Purchase requisition, and any pertinent information will be given to the Requestor to place the order with the Vendor. A copy of the Purchase Order only will be mailed to the Vendor by the Accounting Department. All original documents will be held by the Accounting Department for standard processing.

AGENDA ITEM 2 A
Action Item

MEMORANDUM

DATE: August 6, 2026

TO: El Dorado County Transit Authority

FROM: Erik Bergren, Planning and Marketing Manager

SUBJECT: Approve Purchase Order No. 32174 for the Purchase of two (2) 45' MCI D45CRT Coaches

REQUESTED ACTION:
BY MOTION,

1. **Approve Purchase Order No. 32174 Issued to Motor Coach Industries (MCI) in the Amount of \$2,100,000 for the purchase of two (2) 45' MCI D45CRT Coaches Using AHSC Grant Funding via the City of South Lake Tahoe for the South Lake Tahoe Commuter Service**
2. **Authorize the Executive Director to Execute a Final Updated Transit Service Agreement**
3. **Authorize the Executive Director to Finalize and Execute the Purchase Contract and Related Documents Necessary for the Ordering and Purchasing of Two Buses for the South Lake Tahoe Commuter Service**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) currently operates one (1) round trip bus per day between the Sacramento Valley Station and the City of South Lake Tahoe, in contract with the Capitol Corridor Joint Powers Authority (CCJPA), connecting Capitol Corridor passenger trains to El Dorado Transit's intercity, thruway bus service.

DISCUSSION

The South Lake Tahoe Commuter Service currently utilizes Motor Coach Industries (MCI) buses, model year 2018. While adequate and still under Federal Transit Administration useful miles requirements, the buses lack modern amenities suitable for an intercity, thruway bus service.

Related Companies of California, LLC, (Developer) is developing certain real estate property in the City of South Lake Tahoe as an affordable housing project known as Sugar Pine Village, Phase 2A (Project). In connection with the development of the Project, the Developer and the City of South Lake Tahoe received a grant from the Affordable Housing and Sustainable

Communities (AHSC) program through the State of California Strategic Growth Council and the Department of Housing and Community Development. The AHSC program supports land-use, housing and transportation projects to develop facilities and services that reduce greenhouse gas emissions by improving mobility options and decreasing vehicle miles traveled, including eligible capital projects.

With support from Developer, the City of South Lake Tahoe and CCJPA, the City of South Lake Tahoe will contribute \$2,100,000 from AHSC grant funds to El Dorado Transit for the purchase of two renewable diesel buses. Once the buses are in operation, El Dorado Transit will initiate service improvements for the South Lake Tahoe Commuter Service.

Staff recommends that the Board approve Purchase Order No. 32174, authorize the Executive Director to execute a final updated Transit Service Agreement and authorize the Executive Director to finalize and execute the Purchase Contract and related documents necessary for the ordering and purchasing of two buses for the South Lake Tahoe Commuter Service, using AHSC grant funds provided by the City of South Lake Tahoe.

FISCAL IMPACT

After reimbursement, the only additional costs to El Dorado Transit will be minor fiscal impacts to maintenance, scheduling, and other transit-related tasks and accommodations which are already part of the El Dorado Transit Operating Budget.

COST SUMMARY

Two (2) MCI D45CRT Buses	\$1,958,630
Tariff Contingency	<u>\$ 141,370</u>
<i>Total Project Cost</i>	<i>\$2,100,000</i>

FUNDING SOURCES

AHSC Grant – City of South Lake Tahoe	<u>\$2,100,000</u>
<i>Total Revenue</i>	<i>\$2,100,000</i>

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

PURCHASE ORDER NO. 32174

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

DATE: 08/06/26

ACCOUNT:

CLASS: 125

TO:

MOTOR COACH INDUSTRIES, INC.
 200 E. OAKTON ST.
 DES PLAINES, IL.
 60018

SHIP & INVOICE TO:

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

Contact: ADRIAN GRACA

Vendor Phone No: 204-299-6249

Email: ADRIAN_GRACA@NEWFLYER.COM

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
2		45' HEAVY DUTY DIESEL 56 PASSENGER COACH BASE COACH PRICE CHANGE: LAVATORY USB PORTS TARIFF CONTINGENCY	\$915,241.64 \$ 32,777.64	\$1,764,928.00 \$ 65,555.28 \$141,369.97
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$1,971,853.25
			SHIPPING	
			SALES TAX	\$128,146.75
			TOTAL	\$2,100,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

MCI



**El Dorado County Transit Authority
Option Proposal for Two – Forty-five-
foot Diesel Coaches
Off of the State of Washington**

Proposal Table of Contents

Tab 1, Letter of Transmittal
Tab 2, Coach Price Summary
Tab 3, Coach Price Change Detail
Tab 4, Tariffs
Tab 5, Payment Terms and Milestones
Tab 6, Coach Warranty Proposal
Tab 7, Coach Training Proposal
Tab 8, Coach Publications Proposal
Tab 9, Coach Tools and Diagnostics Proposal
Tab 10, Coach Contract Spares Proposal
Tab 11, Coach Delivery Schedule

Tab 1, Letter of Transmittal

Solicitation Requirements:

N/A

MCI Response:

Please see attached our **Tab 1a, Letter of Transmittal** to El Dorado County Transit Authority.

Please indicate your acceptance by providing a Purchase Order to MCI, attention:

Adrian Graca, Business Segment Director – Municipal Transit Fleets
204.470.5521
Adrian_Graca@newflyer.com



July 13, 2026

Erik Bergren
Planning & Marketing Manager
El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA
95619

Subject: Quotation for two (2) forty-five-foot Heavy-Duty Diesel Coaches

Dear Erik,

MCI is pleased to submit an option price quotation for the production of two (2) forty-five-foot Heavy-Duty Diesel Coaches based on MCI's agreement with the State of Washington Contract 04824-01.

The proposed coaches will be technically configured as per the State of Washington with the added changes requested, Lavatory and USB Ports.

The D45CRT price is **\$915,241.64 USD per coach** which includes Warranty, Publications, Delivery and known Tariffs as of date of this submission.

Tariffs

MCI's proposed price currently includes known Tariff costs up to the point of this submission. Should Tariffs change between the submission date and line entry of the vehicle, then MCI will provide either a credit or cost surcharge (pass through with no markup) to El Dorado County Transit Authority based on the upward or downward movement of the Tariff. This adjustment will be fully supported by auditable back-up and a reference to the respective Executive Order/Law. This approach will be taken for both direct Tariffs, where MCI is the importer of record and for indirect Tariffs, where our suppliers are the importer of record.

MCI is committed to working collaboratively with El Dorado County Transit Authority to ensure a transparent and auditable process for assessing and addressing tariff-related costs. Please refer to the Tariff Section within our proposal for more information on tariff impacts associated with this order.

Payment Terms and Milestones

This contract will include separate invoicing for tariffs and the proposed coach (as defined in State of Washington agreement). Each will be invoiced separately to ensure clarity and transparency, resulting in separate payment terms.

- Tariff payment terms are net 30 days from the time of the Tariff Price Change, including auditable backup, and Invoice are presented to El Dorado County Transit Authority.
- The State of Washington contract payment terms are 100% at acceptance, net 30, with bus acceptance required within fifteen (15) days of delivery.
- MCI is pleased to present alternate milestone payments options that offer added flexibility and cost savings to El Dorado County Transit Authority. Please see the Payment Terms and Milestones section within our proposal for a full breakdown. Note, the alternate milestones and associated discount are conditional upon acceptance of one of the proposed options.

We would like to highlight key elements of our proposal:

Warranty: Please refer to our Warranty Section within our proposal for more information. Please note that warranty is included in the coach price.

Training: MCI Training is an organization within the MCI Customer Services group, a division of New Flyer Industries. As a part of the leading manufacturer of heavy-duty coaches in the United States and Canada, we have access to top design, engineering, propulsion technology, and electrical systems professionals. This allows us to offer the service and expertise to maximize the lifetime value of your fleet. Please refer to our Training Section within our proposal for more information. Please note that optional training is not included in the coach price.

Publications: The MCI Publications team combines extensive, hands-on technical experience with exceptional writing, illustrating, and publishing skills to create the industry's benchmark in maintenance manuals. They supply accurate information in a timely manner, assisting the customer in the performance of proper bus maintenance, which adds to the overall reliability and lifetime value of each MCI coach on the road. Please refer to our Publications Section within our proposal for more information. Please note that publications are included in the coach price.

Tooling and Diagnostics: Please refer to our Tools and Diagnostics Section within our proposal for more information. Please note that tooling and diagnostics are not included in the coach price.

Delivery Proposal: MCI is proposing a complete delivery by Q4 of 2027. Please note that delivery is included in the coach price.

This project allows MCI the important opportunity to continue our relationship with El Dorado County Transit Authority. It also gives us the opportunity again to deliver some of the most advanced vehicles available in North America. We thank you for your continued interest in MCI products and look forward to working with you again in the near future.

This quote is open for acceptance until August 7, 2026. Please indicate your acceptance by providing a Purchase Order to MCI, attention Adrian Graca, Business Segment Director – Municipal Transit Fleets at Adrian_Graca@newflyer.com

Sincerely,

MOTOR COACH INDUSTRIES, INC.



Nicole Robertus
Technical Sales Manager
204.299.6249
Nicole_Robertus@newflyer.com

CC: Derek White – Regional Sales Manager
Adrian Graca – Business Segment Director – Municipal Transit Fleets
Cindy Campbell – Contract Administrator

Tab 2, Coach Price Summary

Solicitation Requirements:

N/A

MCI Response:

Please see attached MCI's [Tab 2a, Price Summary](#) for two (2) – D45CRT coaches for El Dorado County Transit Authority.



Price Change Summary

Property Name: El Dorado County Transit Authority
Option Number: 2026-069
Contract Origin: 04824-01
SR (if applicable): N/A
Quantity: 2
Coach Type: D45CRT
Date: 06-May-26

	Each	Total
Items Included in Base Coach Price		
Original Contract Base Coach Price	\$ 882,464.00	\$ 1,764,928.00
Base Coach Price Changes	\$ 32,777.64	\$ 65,555.28
Contract Spares Included With Base Coach	\$ -	\$ -
Total Revised Base Coach Price (with Tariffs)	\$ 915,241.64	\$ 1,830,483.28
Sales Tax		
Total Revised Base Coach Price (including Tariffs)	\$ 915,241.64	\$ 1,830,483.28
<i>Remove Non-Taxable Items</i>		
ADA	\$ (24,961.73)	\$ (49,923.46)
Delivery	\$ (6,509.25)	\$ (13,018.50)
Extended Warranty	\$ -	\$ -
Total Taxable Base Coach Price	\$ 883,770.66	\$ 1,767,541.32
Diamond Springs, California Sales Tax (7.25% x Taxable Base Bus Price)	\$ 64,073.37	\$ 128,146.75
Total Revised Base Coach Price with Sales Tax	\$ 979,315.01	\$ 1,958,630.03

Authorized Signatures:

MCI Authorization:

Signature: _____

Title: _____

Date: _____

Property Authorization:

Signature: _____

Title: _____

Date: _____

Tab 3, Coach Price Change Detail

Solicitation Requirements:

N/A

MCI Response:

Please see attached MCI's [Tab 3a, Price Detail Sheet](#).

This sheet includes all price changes that are required to go from the base coach to the proposed configuration, as requested.



Price Change Detail

Property Name: El Dorado County Transit Authority
Option Number: 2026-069
Contract Origin: 04824-01
SR (if applicable): N/A
Quantity: 2
Coach Type: D45CRT

Price Change Type	Reference No.	Option No.	Option Group	Description	Price per coach	Extended Total
Base Coach Price Change	3	600	Customer Options	Add Lavatory	\$ 18,662.76	\$ 37,325.52
	4	526	Seating & Stanchions	Add USB Charging ports - change number of passenger seats to 56 to accommodate Lavatory	\$ 7,605.63	\$ 15,211.26
	5	Delivery	Deliverable	Add Delivery	\$ 6,509.25	\$ 13,018.50
Base Coach Price Change Total					\$ 32,777.64	\$ 65,555.28

Tab 4, Tariffs

Solicitation Requirements:

N/A

MCI Response:

MCI's proposed price includes known Tariff costs up to the point of this submission.

Per the terms of Contract No. 04824-01 the following provisions apply:

Contractor, in regard to any Goods included in the Contract as specified in Exhibit A – Included Goods/Services, may request a temporary price adjustment for such goods to address unexpected tariff costs.

Please refer to section 3.6 of the contract for further details.

Should Tariffs change between the submission date and line entry of the vehicle, then MCI will provide either a credit or cost surcharge (pass through with no markup) to El Dorado County Transit Authority based on the upward or downward movement of the Tariff. This adjustment will be fully supported by auditable back-up and a reference to the respective Executive Order/Law. This approach will be taken for both direct Tariffs, where MCI is the importer of record and for indirect Tariffs, where our suppliers are the importer of record.

The amount will be calculated through MCI's SRCR (Sales Release Change Request) process and passed through at cost. It will be clearly identified as a Tariff Surcharge on the Price Change sheet.

The payment terms for Tariffs are Net 30 days from the time of the Price Change, including auditable backup, and invoice are presented to El Dorado County Transit Authority.

The federal government requires that the importer on record pay for Tariffs 2 weeks from the date they are incurred and provide a bond for tariff payments. MCI has provided a bond to the Federal Government for Tariff Payments; therefore, the Tariff payment at line entry is not considered an Advanced Payment, and no additional security is required.

MCI is taking an active advocacy role to educate stakeholders on the impact of tariffs on our industry and the economic impact to Transit Agencies. Unforeseen economic factors and changes in laws and regulations create disruption and added costs. We encourage El Dorado County Transit Authority to reach out to your government offices to share the impact of Tariffs on your organization and participate in advocacy outreach where and how you deem appropriate.

Tab 5, Payment Terms and Milestones

Solicitation Requirements:

N/A

MCI Response:

This contract will include separate invoicing for tariffs and the proposed coach (as defined in the State of Washington agreement), which result in separate payment terms.

Tariff Payment Terms

The payment terms for Tariffs are net 30 days from the time of the Price Change, including auditable backup, and invoice are presented to El Dorado County Transit Authority.

Contract Payment Terms

The State of Washington payment terms are 100% at acceptance, net 30 days, with bus acceptance required within fifteen (15) days of delivery.

Alternate Coach Payment Terms

MCI is pleased to present the following alternate milestone payments options that offer added flexibility and cost savings to El Dorado County Transit Authority. These milestone payment options are outlined below and are conditional upon acceptance of one of the proposed options.

Option 1

Terms - Payment Net 30 for all Milestones	Pct	Amount	Discount	Net payment
Engine Installation	75%	686,431	(4,137)	682,294
Acceptance	25%	228,810	-	228,810
Total Option 1		\$ 915,242	\$ (4,137)	\$ 911,104

Option 2

Terms - Payment Net 30 for all Milestones	Pct	Amount	Discount	Net payment
Approval for Shipment from Facility	80%	732,193	(2,407)	729,786
Acceptance	20%	183,048	-	183,048
Total Option 2		\$ 915,242	\$ (2,407)	\$ 912,834

Tab 6, Coach Warranty Proposal

Solicitation Requirements:

N/A

MCI Response:

Please see the attached MCI [Tab 6a, Warranty Proposal](#).

Please note that Warranty Pricing is included as part of the Coach Price.



CONTRACT DELIVERABLES LIST	Warranty
CUSTOMER NAME	EI Dorado
BID NUMBER	2026-069(SOW 2026)
BUS MODEL	D45CRT
QUANTITY	2

COMPONENT DESCRIPTION	BASE AND EXTENDED WARRANTY			COMMENTS
	PROVIDER	YEARS	MILEAGE	
Base Coach Warranty	Motor Coach Industries	2	100,000	Excluding scheduled maintenance items, acts of nature, or normal consumables
Basic Coach Structure	Motor Coach Industries	3	150,000	Body, and body structure shall consist of the components that are mechanically fastened or adhesively bonded or glued as part of the structure
Chassis Structure (Integrity)	Motor Coach Industries	12	500,000	Consists of all components that are welded together to form the main frame (skeleton) and body construction. The structural integrity guarantee covers against a significant loss of structural integrity of the assembly or its functional performance due to non corrosion related failures.
Chassis Structure (Corrosion)	Motor Coach Industries	12	500,000	Consists of all components that are welded together to form the main frame (skeleton) and body construction. The corrosion guarantee covers against a significant loss of structural integrity of the assembly or its functional performance, resulting from a pertinent loss of cross-section due to corrosion caused by normal environmental elements but
Engine	Cummins	2	Unlimited	All repairs/warranty claims need to be handled through the local authorized repair facility. When the 3 year extended warranty is purchased (5 years total) the following applies: Two Year Base (Full Coverage), years 3,4 & 5 covers components only as per manufacturer's warranty document.
Emission Control System	Cummins	5	100,000	All repairs/warranty claims need to be handled through the local authorized repair facility. When the 3 year extended warranty is purchased (5 years total) the following applies: Two Year Base (Full Coverage), years 3,4 & 5 covers components only as per manufacturer's warranty document.
Transmission	Allison	2	Unlimited	All repairs/warranty claims need to be handled through the local authorized repair facility. When the 2 year extended warranty is purchased (5 years total) the following applies: Three Year Base (Full Coverage), years 3,4 & 5 covers components only as per manufacturer's warranty document.
Drive and Non-Drive Axles	ZF	2	100,000	Excluding maintenance items & items that are not covered by the OEM's warranty.
HVAC System	BCC/Red Dot	2	Unlimited	
Brake System	Motor Coach Industries	2	100,000	Foundation brake components, including advancing mechanisms, as supplied with the axles, excluding friction surfaces.
Destination Signs	Luminator	2	100,000	Some limitations and exclusions may apply - Please see manufacturer's warranty document. All repairs/warranty claims need to be handled through the local authorized repair facility.
Door Systems	Motor Coach Industries	2	100,000	Excluding maintenance items & items that are not covered by the OEM's warranty
Air Compressor	Blitzer	2	Unlimited	All repairs/warranty claims need to be handled through the local authorized repair facility.
Wheelchair Lift	Motor Coach Industries	2	100,000	
Electric System	Parker	2	100,000	
Towing	Motor Coach Industries	2	100,000	reimbursement limited to \$750.00/per occurrence and subject to additional conditions
Air Dryer	Bendix	2	100,000	Motor Coach Industries warrants the tires installed as original equipment on this vehicle only against defects in materials and workmanship which cause the vehicle to fail to comply with applicable U.S. and Canadian greenhouse gas emission limits (“Warrantable Emissions Failures”). This vehicle emissions limited express warranty relating to original
Alternator	Delco	2	100,000	
Charge Air Cooler	Motor Coach Industries	2	100,000	
Propulsion Cooling System	Motor Coach Industries	2	100,000	
Fire Suppression System	Amerex	2	100,000	
Passenger seats	Amaya	2	100,000	Some limitations and exclusions may apply - Please see manufacturer's warranty document.
Starter	Motor Coach Industries	2	100,000	
Hydraulic System	Motor Coach Industries	2	100,000	



COMPONENT DESCRIPTION	BASE AND EXTENDED WARRANTY			COMMENTS
	PROVIDER	YEARS	MILEAGE	
Towing	Motor Coach Industries	Component Warranty Period	Unlimited	
Fuel Storage & Delivery System	Motor Coach Industries	2	100,000	
Surveillance System (Digital Video Recording)	Motor Coach Industries	2	100,000	
Tires	Motor Coach Industries	2	24,000	Motor Coach Industries Limited warrants the tires installed as original equipment on this vehicle only against defects in materials and workmanship which cause the vehicle to fail to comply with applicable U.S. and Canadian greenhouse gas emission limits ("Warrantable Emissions Failures"). This vehicle emissions limited express warranty relating to original equipment tires is valid for two (2) years or 24,000 miles whichever occurs first. This Motor Coach Emission Warranty does not cover components whose failures would not increase the Coach's emissions of any regulated pollutant, not does it cover tire tread wear.
Low Voltag and Hlgh Voltage Electrical wiring and harnesses	Motor Coach Industries	2	100,000	
Road Calls	New Flyer of America	Component Warranty Period	Unlimited	
Trouble Shooting / Diagnostic	New Flyer of America	Component Warranty Period	Unlimited	
Handling (15%)	New Flyer of America	Component Warranty Period	Unlimited	

Tab 7, Coach Training Proposal

Solicitation Requirements:

N/A

MCI Response:

Please refer to the "04824 MCI Prices Unlocked" price file posted on the SOW website, Section 52, for detailed training line-item pricing.

MCI's training team is available to assist in identifying and selecting the training options that best align with your specific operational needs. Should you require guidance, we would be happy to coordinate a discussion with the team.

Corresponding prices are not included in the Coach Price.

Tab 8, Coach Publications Proposal

Solicitation Requirements:

N/A

MCI Response:

Please see the attached MCI [Tab 8a, Publications Proposal](#).

Please note that Publication Pricing is included in the Coach Price.

PUBLICATIONS DELIVERABLES PROPOSAL		PUBLICATIONS rev a. April 27, 2026		El Dorado County Transit	
PRIMARY CUSTOMER NAME		El Dorado County Transit			
PUBLICATIONS CUSTOMER NAME		El Dorado County Transit			
BID NUMBER		2026-069 (Based on 26-002)			
SR #					
CUSTOMER CONTRACT #					
COACH MODEL		D45 CRT			
QUANTITY		2			
CUSTOMER PROGRAM MANAGER					
ENGINE		Engine - Cummins X12, 410 HP, 11.8 L, 1450 FT-LBS (EPA 2022)			
TRANSMISSION		Allison Transmission - B500			
COOLING-ENGINE		Modine - eFan Rad			
FRONT AXLE		ZF			
REAR AXLE		ZF 3.82:1 ratio			
TAG AXLE		ZF, Steerable			
DRIVERS SEAT		Recaro - Ergo AM80			
PASSENGER SEATS		Amaya - A220 w/3-point belts			
PASSENGER SEAT QUANTITY		56			
ELECTRONIC BRAKE WEAR INDICATOR		N/A			
ABS		Bendix EC-80			
AUXILIARY HEAT		N/A			
WHEELCHAIR RAMP		Braun NRFC30x78			
DESTINATION SIGN		Provisions			
FIRE SUPPRESSION SYSTEM		Amerex - Modulator System V25			
Ship All Publication items (including updates) to:					
Contact First Name:					
Contact Last Name:					
Title:					
Salutation:					
Facility:					
Address 1:					
Address 2:					
City:					
State / Province:					
Zip / Postal Code:					
Phone:					
Cell:					
Facsimile:					
Special Shipping Instructions:					
Other Info:					
Email Address Contact:					
Email Address Other 1:				Contacts for Manual Bulletin Only	
Email Address Other 2:					
Email Address Other 3:					
New Flyer Standard Coach Publications			This is for one D45 CRT LE Option Build of 1 Coach Only		
DESCRIPTION	QTY	CUSTOMER DELIVERY	COMMENTS		
Operator's Manual (8.5x11 3-hole regular)	2	With First Coach Delivery	One on board each coach		
Engine Reference Card	2	With First Coach Delivery	One on board each coach		
Driver's Guide	2	With First Coach Delivery	One on board each coach		
Operator's Manual (8.5x11 3-hole regular)	0	With Last Coach Delivery	Basic		
Parts Manual	0	With Last Coach Delivery	Basic		
Maintenance Manual	0	With Last Coach Delivery	Basic		
Electrical Schematic Manual (11x17 3-hole regular paper)	0	With Last Coach Delivery	Basic		
Ladder Logic Document (11x17 3-hole regular paper)	0	With Last Coach Delivery	Coach build specific		
USB	1	With Last Coach Delivery	USB Includes all MCI Manuals in PDF format plus optional OEM manuals identified with "" below		
OEM Supplier Publications (Optional)			This is for one D45 CRT LE Option Build of 1 Coach Only		
DESCRIPTION	QTY	CUSTOMER DELIVERY	COMMENTS		
Cummins X12 2022 EPA Engine OEM Vendor Manual Set (includes only the following)		With First Coach Delivery or Soon After Receipt From Supplier	Parts information available on Cummins Parts Website only		
Fault Code Troubleshooting Manual	0	"	CD included in paper copy		
Service Manual	0	"	CD included in paper copy		
Operation & Maintenance Manual	0	"	CD included in paper copy		
Owners Manual	0	"	PDF not available		
ALLISON TRANSMISSION B500 OEM Manual Set (includes only the following)		With First Coach Delivery or Soon After Receipt From Supplier			
Service Manual	0	"	*		
Parts Manual	0	"	*		

Troubleshooting Manual	0	"	*
Principle of Operations	0	"	*
Mechanics Tips	0	"	*
Operator's Manuals	0	"	*
Proheat OEM Manual (includes only the following)		With First Coach Delivery or Soon After Receipt From Supplier	
Installation and Service Manual	0	"	*
BraunAbility Wheelchair Ramp OEM Manual Set (includes only the following)		With First Coach Delivery or Soon After Receipt From Supplier	Includes Service, Parts, Troubleshooting and PM information
NRFC30x78 Ramp Service Manual	0	"	*
Modine Cooling System OEM Manual Set (includes only the following)		With First Coach Delivery or Soon After Receipt From Supplier	
eFan Cooling System Diagnostic and Service Manual	0	"	*
Bendix ABS System OEM Manual (includes only the following)		With First Coach Delivery or Soon After Receipt From Supplier	
ABS Service Data Manual	0	"	*
Amerex FSS System OEM Manual Set (includes only the following)		With First Coach Delivery or Soon After Receipt From Supplier	
System Operation and Maintenance Manual	0	"	*
Modular Controller Installation, Operation, and Instruction Manual	0	"	*

Tab 9, Coach Tools and Diagnostics Proposal

Solicitation Requirements:

N/A

MCI Response:

Please see the attached MCI [Tab 9a, Tools and Diagnostics Proposal](#).

Please note that this proposal outlines MCI's recommended tools and diagnostics package required to maintain the coach. The package acts as a shopping list for El Dorado County Transit Authority to select from, as required.

The corresponding prices are not included in the Coach Price.

CONTRACT DELIVERABLES LIST		DIAGNOSTICS & TOOLS						
CUSTOMER NAME	El Dorado	NOTE: TOOL KITS MAY BE SUBJECT TO CHANGE ** All claims for concealed shortages must be reported within 20 days of shipment date. Shipping damages and / or loss must be noted on the delivering carrier waybill at the time of receipt of shipment. A copy of the carrier waybill and / or carrier inspection report must be submitted with your claim within 5 days of receipt of shipment to New Flyer Customer Service. Prices effective for 30 days and subject to change from Report Date and without prior notice.						
BID/OPTION/SR NUMBER	2026-069							
REPORT DATE	4/28/2026							
TECHNICAL SUMMARY	N/A							
BUS MODEL	D45CRT							
QUANTITY	2							
ENGINE	Cummins							
ALTERNATOR	DUAL DELCO 55SI 250AMP							
VOLTAGE REGULATOR	DELCO							
TRANSMISSION	ALLISON B500							
COOLING SYSTEM	MODINE E-FAN							
AXLES	ZF							
LEVELING/KNEELING	MDSS							
ABS	WABCO 6 CHANNEL							
AIR CONDITIONING	MCIMCC							
PLC								
DESTINATION SIGNS	TBD							
DOORS	MCI							
WHEELCHAIR RAMP	BRAUN							
FIRE SUPPRESSION	AMEREX							
APC	TBD							
AVA	TBD							
AVL	TBD							
VIDEO SURVEILLANCE	TBD							
SHIP DIAGNOSTICS & TOOLING TO:								
FACILITY:								
ADDRESS:								
CITY/STATE:								
ZIP CODE:								
CONTACT:								
PHONE:								
EMAIL:								
SPECIAL INSTRUCTIONS								
PAGE REFERENCE	COMMENTS	DESCRIPTION	QUOTED PART # @ BID	PART # AS BUILT	BID QTY	UNIT SELLING PRICE to CUSTOMER	REQUIREMENT	BILLABLE: Y/N To be confirmed by CPM
	Diagnostics					\$22,939.15		
		MODULE-SIMULATOR,AMEREX (TO TEST FIRE SUPPRESENT SYSTEM)	6484731	6484731	1	\$414.56	Recommended	Y
	Works with AMEREX simulator	ADAPTOR-BLOWOUT,HOSE,DISCHARGE	20-07-0019	20-07-0019	1	\$227.53	Recommended	Y
	Diagnostic software included in laptop: Cummins, Bendix, Wabco, and Nexiq adapter with CAN connectors/cables.	KIT-JPRO DIAGNOSTIC TOOLBOX (LAPTOP COMPUTER)	6507150	6501150	1	\$9,518.40	Recommended	Y
		CUMMINS INSITE PRO	6339521	6339521	1	\$1,879.43	Recommended	Y
	Free download at: https://www.modine.com/markets/commercial-vehicle/bus-coach/troubleshooting-diagnostics/	MODINE COOLING SYSTEM SOFTWARE	FREE	FREE	1	\$0.00	Recommended	N
	Cable connects a laptop omputer to cooling ECU	CABLE-KIT E-FAN USB TO RS232 (COOLING SYSTEM DIAGNOSTICS)	634-8781	634-8781	1	\$195.56	Recommended	Y
	Free download software V7.3.8.7159 http://divapps.parker.com/divapps/iquan/VanscoVMM5.html and USB DLA driver 1.10 http://divapps.parker.com/divapps/iquan/VanscoDLA.html	PARKER REAL TIME MONITOR SOFTWARE	FREE	FREE	1	\$0.00	Recommended	N
		DISPLAY-DIAGNOSTIC,ECOTEMP,V1.00 (HVAC DIAGNOSTICS)	20-16-0006	20-16-0006	1	\$464.90	Recommended	Y
		TOOL ADAPTER-DIANOSTICS USB-HVAC (HVAC DIAGNOSTICS)	20-16-0005	20-16-0005	1	\$304.34	Recommended	Y
		Panasonic FZ55 Toughbook Laptop, Spec: Non touch, I5-1354U, 16 GB of RAM, 512 GB SSD, webcam, USB-C, VGA, Serial, 4th USB, Standard Battery, 64 BIT, MUI	6502351	6502351	1	\$4,971.39	Recommended	Y
		KIT-HARDWARE,CUMMINS INSITE,INLINE	6507070	20-08-0039	1	\$2,722.49	Recommended	Y
		KIT-PROHEAT MASTER DATALINK	6478593	6478593	1	\$2,240.54	Recommended	Y
	Free download at: http://www.proheat.com/manualsBulletins/x45Plus.html	PROHEAT X45 PLUS-PCM DIAGNOSTICS SOFTWARE	FREE	FREE	1	\$0.00	Recommended	N
	Tools					\$39,396.50		

		TOOL-HEADLAMP (TO REMOVE AND REPLACE HEADLAMPS)	20-00-0025	20-00-0025	1	\$488.98	Recommended	Y
		KIT-TOOL, CALIPER REMOVAL (SET OF 2 TORQUE MULTIPLIER WRENCHES)	20-00-0042	20-00-0042	1	\$970.41	Recommended	Y
		FIXTURE-MOUNTING TO FIT THE CONTROL ARM BOLT	20-00-0047	20-00-0047	1	\$880.78	Recommended	Y
		TOOL-DRIVER TO ASSEMBLE THE SLEEVE/SLIDING BEARING ON KNUCKLE	20-00-0049	20-00-0049	1	\$525.89	Recommended	Y
		TOOL-DRIVER TO PRESS BUSHING INTO KNUCKLE CARRIER	20-00-0050	20-00-0050	1	\$568.42	Recommended	Y
		SLEEVE-PRESSURE TO ADJUST THE TORQUE OF THE CONTROL ARM BEARING	20-00-0052	20-00-0052	1	\$200.76	Recommended	Y
		SLEEVE-PRESSURE TO ADJUST THE TORQUE OF RELAY LEVER SUPPORT	20-00-0053	20-00-0053	1	\$332.52	Recommended	Y
		HANDLE-LONG TO ASSEMBLE THE NEEDLE SLEEVE/BUSHING BRUSH ON KNUCKLE	20-00-0054	20-00-0054	1	\$1,474.65	Recommended	Y
	WORKS WITH 20-00-0057	PLATE-PRESSURE TO PRESS OUT THE AXLE BOLT	20-00-0055	20-00-0055	1	\$2,304.11	Recommended	Y
	WORKS WITH 20-00-0057	ROD-PULL TO PRESS OUT THE AXLE BOLTS	20-00-0056	20-00-0056	1	\$798.21	Recommended	Y
		PUMP-HYDRAULIC, HYDRAULIC TO PRESS OUT THE AXLE BOLT	20-00-0057	20-00-0057	1	\$7,219.87	Recommended	Y
		MANDREL-ASSEMBLY TO ADJUST THE ROLLING TORQUE ON CONTROL ARM	20-00-0058	20-00-0058	1	\$895.46	Recommended	Y
		STRIKER - TO PULL COVER FROM STEERING KNUCKLE	20-00-0059	20-00-0059	1	\$803.10	Recommended	Y
		PIN-CENTERING TO ALIGN STEERING KNUCKLE CARRIER	20-00-0060	20-00-0060	1	\$304.03	Recommended	Y
		PULLER-TWO ARM, TO PRESS OUT BOLT FROM CONTROL ARM	20-00-0061	20-00-0061	1	\$2,212.80	Recommended	Y
		SPINDLE-HYDRAULIC TO PRESS OUT THE AXLE BOLT	20-00-0062	20-00-0062	1	\$1,503.91	Recommended	Y
		FIXTURE-ASSEMBLY TO MOUNT WHEEL SEALS	20-00-0063	20-00-0063	1	\$1,042.86	Recommended	Y
		FIXTURE-ASSEMBLY TO ALIGN ROLLER BEARING TO KNUCKLE	AA02-246-686-000	AA02-246-686-000	1	\$686.91	Recommended	Y
		DEVICE-FORCING TO PULL CONTROL ARM OUT FROM STEERING KNUCKLE	20-00-0065	20-00-0065	1	\$1,884.76	Recommended	Y
		KIT-TOWING COVER,ZF DRIVE AXLE TO INSTALL ON HUB AFTER REMOVAL OF AXLE SHAFTS	20-02-0019/2	20-02-0019/2	1	\$73.72	Recommended	Y
		KIT-TOOLS, WHEEL-END REMOVAL - STE OF SLOTTED NUT WRENCHES	20-02-0040	20-02-0040	1	\$2,587.86	Recommended	Y
		KIT-TOOLS, WHEEL BEARING-A SET OF 9 TOOLS TO REPLACE WHEEL-END BEARINGS	20-02-0041	20-02-0041	1	\$4,487.87	Recommended	Y
		TOOL-GAUGE, PAD AND ROTOR TO MEASURE WEAR ON BRAKE PAD AND ROTOR	20-04-0046	20-04-0046	1	\$79.62	Recommended	Y
		KIT-TOOL,BENDIX AIR DISC BRAKE (SET OF DIE TOOLS TO PRESS IN/OUT BUSHING ON BRAKE CALIPERS)	20-04-0020	20-04-0020	1	\$2,566.16	Recommended	Y
		KIT-ELECTRICAL CONNECTORS (COMES WITH CANNON AND DEUTSCH CONNECTORS, TERMINALS AND SEALS TO REPAIR ELECTRICAL HARNESSSES)	T07-2750	T07-2750	1	\$1,173.69	Recommended	Y
		HARNESS-ADAPTER,DIAGNOSTIC,CAN2	07-12-5916	07-12-5916	1	\$133.87	Recommended	Y
		GUN SPRAYER-COIL, CLEANING (TO CLEAN THE RADIATOR & HVAC EVAP)	20-00-0079	20-00-0079	1	\$186.10	Recommended	Y
		KIT-TOOLS,DIFFERENTIAL PINION GEN II SEAL SERVICE	20-02-0048	20-02-0048	1	\$3,009.18	Recommended	Y

Tab 10, Coach Contract Spares Proposal

Solicitation Requirements:

N/A

MCI Response:

There are no Contract Spares included in MCI's proposal.

Tab 11, Coach Delivery Schedule

Solicitation Requirements:

N/A

MCI Response:

MCI schedule for the proposed buses have not been determined, exact dates are not available at this time. A delivery schedule will be forwarded to you when the dates have been determined.

TRANSIT SERVICE AGREEMENT

This Transit Service Agreement (“Agreement”) is made and entered into as of _____, 2026 (“Effective Date”), by and between the City of South Lake Tahoe (“City”), a California municipal corporation, Capitol Corridor Joint Powers Authority (“CCJPA”), a California joint exercise of powers agency, and El Dorado County Transit Authority (“El Dorado Transit”), a California joint exercise of powers authority. City, CCJPA, and El Dorado Transit may each be referred to herein as a “Party,” or collectively as the “Parties.”

RECITALS

- A. The Related Companies of California, LLC, a California corporation (“Developer”), is developing certain real property in the City of South Lake Tahoe, California as an affordable housing project known as Sugar Pine Village Phase 2A (“the Project”) and is a third-party beneficiary to this agreement.
- B. CCJPA is a partnership among six local transit agencies in an eight-county service area to deliver passenger train and bus service to the Sacramento region. El Dorado Transit is under contract with CCJPA to operate bus service for the South Lake Tahoe to Sacramento route.
- C. In connection with the development of the Project, Developer and City received a grant from the Affordable Housing and Sustainable Communities (“AHSC”) program (the “AHSC Grant”) through the State of California Strategic Growth Council and the Department of Housing and Community Development (“HCD”), which is memorialized in a Standard Agreement with HCD executed on August 25, 2025, and an AHSC Program Disbursement Agreement dated July 30, 2025 (collectively, the “Grant Agreements”, which are attached hereto and incorporated by reference as Exhibits A and B).
- D. The AHSC program funds land-use, housing, transportation, and land preservation projects to support infill and compact development that reduces greenhouse gas emissions by improving mobility options and increasing infill development, which decrease vehicle miles traveled and associated greenhouse gas and other emissions.
- E. The AHSC program features Eligible Capital Project types including Sustainable Infrastructure (“STI”). CCJPA and El Dorado Transit (“EDT”) have a role in the STI portions of the Project involving the purchase of two renewable diesel buses (the “Bus Purchase”) to increase frequency of service on the South Lake Tahoe to Sacramento bus corridor from one to two daily trips on weekdays (the “Service Improvements”).
- F. City will contribute \$2,100,000 from AHSC Grant funds to El Dorado

Transit for the Bus Purchase.

G. CCJPA and El Dorado Transit are not contractors under the Standard Agreement with HCD for the AHSC Grant, but, as set forth herein, have obligations to complete/coordinate the Bus Purchase and make the related Service Improvements.

H. The Parties now wish to enter into this Agreement for the purpose of implementing and funding the Bus Purchase and to satisfy the requirements of the Grant Agreements.

NOW, THEREFORE, the Parties agree, contingent upon the execution of a valid operating agreement between CCJPA and EDT (no later than the effective date of this agreement), as well as full state funding to the parties as described herein, as follows:

1. Bus Purchase

El Dorado Transit shall complete the Bus Purchase, all in accordance with, and subject to, the terms and requirements of El Dorado Transit's procurement policies and procedures, this Agreement, and the Grant Agreements. El Dorado Transit shall issue a purchase order for the Bus Purchase no later than 90 days after execution of this Agreement, and shall ensure that the Bus Purchase is complete and the buses are delivered to El Dorado Transit and in operation by November 30, 2027 for compliance with the Grant Documents, which date may be extended by written concurrence from HCD.

The agreed-to amount of \$2,100,000 in AHSC Grant funds is the City's maximum contribution towards the Bus Purchase. Any costs for the Bus Purchase that exceed this amount will be paid by El Dorado Transit.

2. Service Improvements

Once the Bus Purchase is complete and the two new buses are in operation, CCJPA shall implement and maintain the Service Improvements for a minimum period of five (5) years.

3. Disbursement of AHSC Grant Funds

Following El Dorado Transit's issuance of a purchase order for the Bus Purchase, El Dorado Transit shall submit to the City the purchase order which includes the Vehicle Identification Numbers for the buses purchased, along with such supporting documentation as reasonably requested by the City. The City shall immediately submit such purchase order to HCD for reimbursement. Upon receipt of the requested AHSC Grant Funds from HCD, City will immediately deliver those funds to El Dorado Transit. El Dorado Transit and

CCJPA shall reasonably assist City in complying with any requirements related to the expenditure of the AHSC Grant funds.

4. Indemnification

CCJPA and El Dorado Transit shall (each, respectively, an “Indemnifying Party”) indemnify, defend, and hold harmless City and its officers, officials, employees, agents and volunteers (collectively, “City Indemnitees”) from and against any and all liability, loss, damage, claims, expenses, and costs, including without limitation, attorney’s fees, costs and fees of litigation, (collectively, “Liability”) of every nature arising out of or in connection with the Indemnifying Party’s own breach of this agreement, use of the AHSC Grant funds, or operation of the Service Improvements.

5. Insurance

El Dorado Transit shall provide and maintain insurance coverage as set forth in item 7.11 of the Memorandum of Understanding for Thruway Bus Service between Sacramento and South Lake Tahoe between CCJPA and El Dorado County Transit Authority dated July 1, 2024, which item is hereby incorporated by reference.

6. Termination

Any Party, by written notice to the other Parties, may terminate this Agreement, in whole or in part, if there is a breach of this Agreement by another Party that is not cured within a reasonable period after the occurrence of such breach.

7. Notices

Formal notices, demands, and communications between the Parties shall be sufficiently given if, and shall not be deemed given unless, dispatched by registered or certified mail, postage prepaid, return receipt request, or delivered by express delivery service, return receipt requested, or personally delivered, as follows:

City: City of South Lake Tahoe
1901 Lisa Maloff Way
South Lake Tahoe, CA 96150
Attn: City Manager

CCJPA: Capitol Corridor Joint Powers Authority
2150 Webster St 3rd Fl
Oakland, CA 94612
Attn: Managing Director

El Dorado Transit: El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA 95619
Attn: Executive Director

7. **Miscellaneous**

- A. *Counterparts.* This Agreement may be executed in any number of counterparts, all of which shall be deemed one original and complete instrument.
- B. *Time.* Time is of the essence for the performance of all obligations and the satisfaction of all conditions of this Agreement.
- C. *Covenant of Further Assurances.* The Parties each agree to execute such other documents and perform such other acts as are consistent with this Agreement and the Grant Agreements and may be reasonably necessary or desirable to effectuate this Agreement.
- D. *Governing Law.* This Agreement shall be governed by, interpreted under, and construed and enforced in accordance with, the laws of the State of California. The exclusive venue for any action arising out of, or relating to the performance of, this agreement is in the Superior Court of El Dorado County, California.
- E. *Authority.* Each party signing this Agreement has the right, power, legal capacity and authority to enter into and perform its obligations under the Agreement.
- F. *Entire Agreement.* This Agreement constitutes the complete and entire Agreement between the Parties and supersedes any prior representations, understandings, communications, commitments, agreements, or proposals, oral or written, regarding the subjects herein.
- G. *Amendment.* This Agreement may only be amended by a writing signed by the Parties hereto.
- H. *Waiver.* The waiver or any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Transit Service Agreement of the first date set forth above.

CCJPA

Capitol Corridor Joint Powers Authority

By: _____ Title: _____

Approved as to Form:

Office of General Counsel

EL DORADO TRANSIT

El Dorado County Transit Authority

By: _____ Title: _____

Approved as to Form:

Office of General Counsel

CITY

City of South Lake Tahoe

By: _____ Cody Bass, Mayor

Attest:

Susan Blankenship, City

Clerk Approved as to Form:

Heather Stroud, City Attorney

AGENDA ITEM 2 B
Action Item

MEMORANDUM

DATE: August 6, 2026

TO: El Dorado County Transit Authority

FROM: Gary Steger, Operations Supervisor

SUBJECT: Proposal for Five (5) Additional Full-Time Equivalent Operator Positions, Classification and Revised Allocation Table and Organizational Chart

REQUESTED ACTION:
BY MOTION,

1. Approve Five (5) Additional Full-Time Equivalent Operator Positions
2. Adopt Resolution No. 26-24 Revising the Personnel Allocation Table for Fiscal Year 2026/27
3. Approve the Proposed Organizational Chart for Fiscal Year 2026/27

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) annually adopts a Personnel Allocation Table to establish the maximum number of staff positions, as measured as Full-Time Equivalents (FTE), authorized within the Operating Budget for each fiscal year.

On June 4, 2026, the El Dorado Transit Board adopted Resolution No. 26-22, approving the Fiscal Year (FY) 2026/27 Personnel Allocation Table and Organizational Chart.

DISCUSSION

Staff has determined that an adjustment to the Allocation Table and Organizational Chart are necessary to support anticipated service growth, strengthen operational reliability, and prepare for potential transit expansion throughout El Dorado County. Staff recommends the addition of five (5) FTE Operator positions to ensure the agency can meet increasing service demands while maintaining safe, reliable, and efficient transit operations.

The requested positions will help the agency meet increasing transportation demands driven by the return of California state employees to in-office work, support continued growth and anticipated expansion of Microtransit services, and provide the operational flexibility necessary to maintain reliable service when employees are unavailable due to leave, training, or other staffing shortages.

A primary factor driving the request is the anticipated increase in commuter ridership associated with California state employees returning to in-office work. As commuter demand increases, El Dorado Transit must be positioned to accommodate higher passenger volumes, expand service where warranted, adjust schedules to meet changing travel patterns, and maintain reliable operations during peak demand periods.

In addition, the microtransit demonstration project in El Dorado Hills and Cameron Park is anticipated to show the long-term viability of the service. Staff anticipates expanding microtransit to additional communities throughout the county, with the long-term objective of establishing multiple dedicated service zones. Expanding microtransit would improve access to employment, healthcare, shopping, education, and regional transit connections while increasing mobility for seniors and residents with limited transportation options.

Operational staffing levels are also routinely impacted by vacation leave, sick leave, Family Medical Leave of Absence (FMLA), workers compensation leave, training requirements, and other approved leave. Adding Operator positions will reduce overtime dependence, improve service reliability, increase operational flexibility, and strengthen employee retention.

Approval of the additional operator positions will provide the staffing resources necessary to support future service growth, facilitate planned Microtransit expansion, improve operational resiliency, respond to increasing commuter demand, and enhance the overall customer experience. Staff recommends that the Board approve an amendment to the FY 2026/27 Personnel Allocation Table and Organizational Chart to add five (5) FTE Operator positions.

FISCAL IMPACT

The estimated annual cost for salary and benefits for five (5) additional FTE Operator positions is approximately \$447,186. Any adjustments to the budget will be reflected during the FY 2026/27 Mid-Year Budget Adjustment.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 26-24**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY ADOPTING THE REVISED PERSONNEL ALLOCATION PLAN
FOR FISCAL YEAR 2026/27**

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 2026/27.
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 August, 2026, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

Brian Veerkamp, Chairperson

ATTEST:

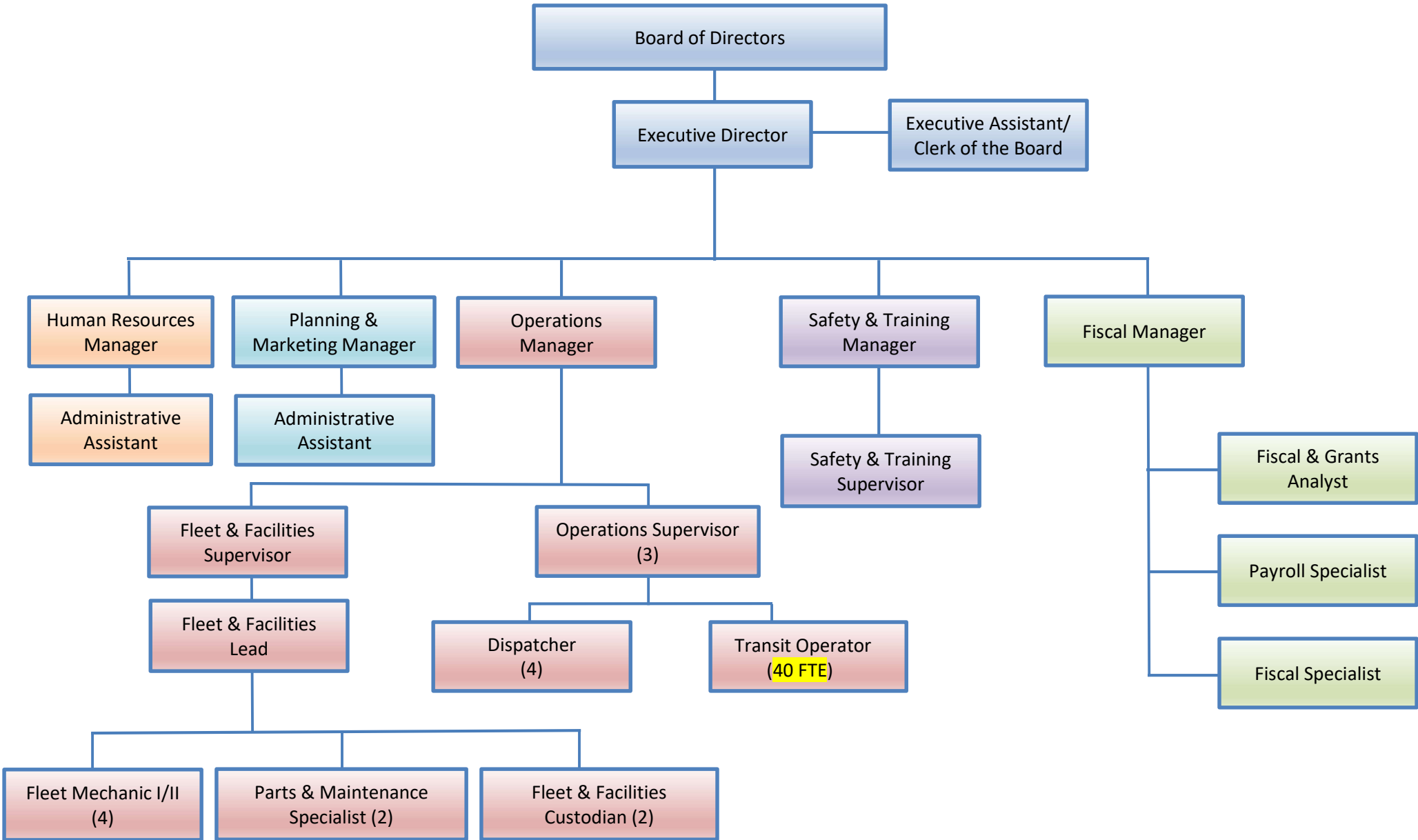
Megan Wilcher, Secretary to the Board

EL DORADO COUNTY TRANSIT AUTHORITY
 PROPOSED PERSONNEL ALLOCATION TABLE
 Fiscal Year (FY) 2026/27

Classification	Approved FY 2026/27 (FTE*)	Proposed FY 2026/27 (FTE*)
Administrative Assistant	2	2
Dispatcher	4	4
Executive Assistant/Clerk of the Board	1	1
Executive Director	1	1
Fiscal & Grants Analyst	1	1
Fiscal Manager	1	1
Fiscal Specialist	1	1
Fleet & Facilities Custodian	2	2
Fleet & Facilities Supervisor	1	1
Fleet & Facilities Lead	1	1
Fleet Mechanic I/II	4	4
Human Resources Manager	1	1
Operations Manager	1	1
Operations Supervisor	3	3
Parts & Maintenance Specialist	2	2
Payroll Specialist	1	1
Planning & Marketing Manager	1	1
Safety & Training Manager	1	1
Safety & Training Supervisor	1	1
Transit Operator	35	40
<i>TOTAL ALLOCATED POSITIONS</i>	<i>65</i>	<i>70</i>

* FTE = Full Time Equivalent

**EL DORADO COUNTY TRANSIT AUTHORITY
PROPOSED ORGANIZATIONAL CHART
FISCAL YEAR 2026/2027**



AGENDA ITEM 2 C
Action Item

MEMORANDUM

DATE: August 6, 2026

TO: El Dorado County Transit Authority

FROM: Kristin Halverson, Operations Manager

SUBJECT: Approve Purchase Order No. 32175 for the Purchase of TripSpark Streets Software and Hardware

REQUESTED ACTION:
BY MOTION,

1. **Approve Purchase Order No. 32175 Issued to TripSpark Technologies in the Amount of \$774,840 for the Purchase of TripSpark Streets Software and Hardware**
2. **Authorize the Executive Director to Execute all Documents Required for Project Completion Within the Adopted Budget for Capital Improvement Project #27-04**

BACKGROUND

In 2012 El Dorado County Transit Authority (El Dorado Transit) acquired new scheduling and dispatching software. There were many advantages to the purchase of the new software such as adding a scheduling engine designed to schedule trips efficiently, real-time data collection, and to improve the customer experience with Dial-A-Ride reservation process.

At the time of purchase, there was a very limited number of software development companies in the transit industry with this type of product. The acquired software came from a relatively new company who offered an affordable solution which met El Dorado Transit's needs. Since that acquisition, the original company sold the product to a competitor who in turn sold it to another competitor. As a result, product support has waned, and the future of the software is uncertain.

In recent years, considerable technological progress has been made in the scheduling software industry, and there are numerous new vendors who have entered the marketplace offering new dynamic solutions. In 2023, El Dorado Transit purchased the TripSpark Novus software for on-demand services.

DISCUSSION

El Dorado Transit currently utilizes old and outdated software to support its fixed-route transit operations. Updates and improvements are no longer offered, and this is affecting data collection and ridership accuracy, which is critical for agency reporting. As part of ongoing efforts to

improve operational efficiency, data accuracy, and rider experience, El Dorado Transit is proposing utilizing TripSpark Streets software for fixed-route service to go along with the TripSpark Novus software purchased in 2023 for on-demand services.

Improvements would include upgraded software functionality, optimized route and schedule management tools, enhanced real-time data integration, improved reporting and analytics capabilities, and enduring compatibility with current and future technological needs. It is intended to streamline transit operations, improve service reliability, and provide more accurate and accessible information for both staff and passengers.

FISCAL IMPACT

The fiscal impact is consistent with the cost outlined in Capital Improvement Plan Project #27-04.

COST SUMMARY (ESTIMATE)

	<u>Adopted Budget</u>
Dispatching Software	\$437,568
Operational Hardware	\$189,114
Software Maintenance and Hosting	\$101,981
Contingency	<u>\$ 46,177</u>
<i>Total Project Cost</i>	<i>\$774,840</i>

FUNDING SOURCES

Federal Transit Administration (FTA) 5339 Grant	\$304,408
Transportation Development Act	<u>\$470,432</u>
<i>Total Revenue</i>	<i>\$774,840</i>

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

PURCHASE ORDER NO. 32175

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

DATE: 08/06/26

ACCOUNT: 9910.04

CLASS: 125

TO:

TRIPSPARK TECHNOLOGIES
 5265 ROCKWELL DRIVE NE
 CEDAR RAPIDS, IA.
 52402

SHIP & INVOICE TO:

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

Contact: DAN POSOWISTY

Vendor Phone No: 403-775-9052

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		FIXED ROUTE SOFTWARE AND HARDWARE		
		CORE COMPONENTS		\$365,433.00
		OPTIONAL IN-VEHICLE ADD-ONS		\$189,114.00
		OPTIONAL BACK OFFICE ADD-ONS		\$72,135.00
		PROPRIETARY USE SOFTWARE MAINTENANCE		\$5,120.00
		SOFTWARE MAINTENANCE		\$64,611.00
		YEARLY HOSTING FEES (3 YEARS)		\$32,250.00
		CONTINGENCY		\$46,177.00
		CIP 27-04		
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	\$774,840.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$774,840.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

AGENDA ITEM 3 A
Information Item

MEMORANDUM

DATE: August 6, 2026

TO: El Dorado County Transit Authority

FROM: Erik Bergren, Planning and Marketing Manager

SUBJECT: 2026 Fair Shuttle Ridership

REQUESTED ACTION:

BY MOTION,

No Action. Information Item.

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) once again provided the El Dorado County Fair Shuttle on June 18-21, 2026. The shuttle ran from ½ hour before opening to ½ hour after closing each of the four days of the Fair. This was the thirty-fourth (34th) year that El Dorado Transit has provided an El Dorado County Fair Shuttle. Service was provided from two (2) different parking locations including the Library/Government Center on Ray Lawyer Drive and the Ray Lawyer Drive Park and Ride.

The Fair shuttle service was funded by a grant from the El Dorado County Air Quality Management District under the AB2766 program, and with support from the El Dorado County Fair Association.

DISCUSSION

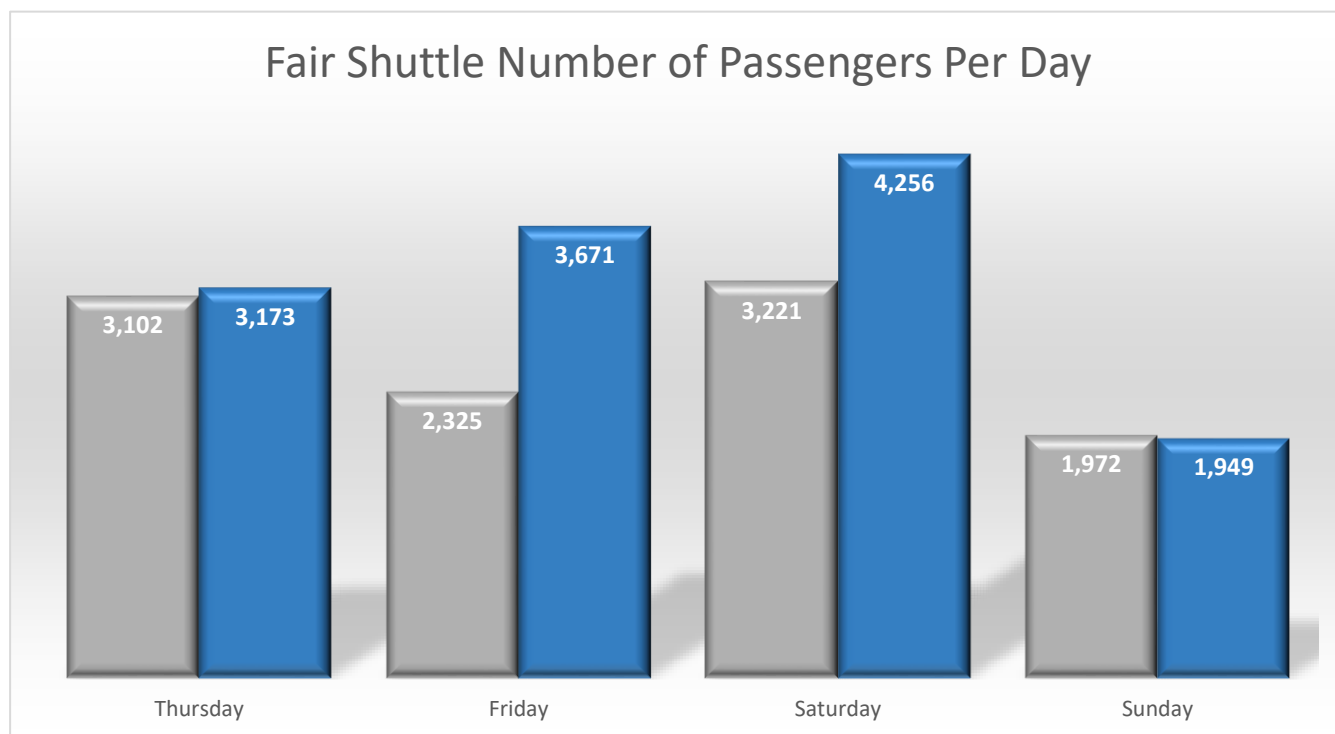
During the 2026 Fair Shuttle, El Dorado Transit provided 13,049 passenger trips for an average of 3,262 people per day. This was a 22.9 percent increase over 2025 ridership. Saturday had 4,256 total trips, and the Ray Lawyer Park and Ride was completely full at times. The following page contains ridership data per day compared to 2025. Overall, the 2026 Fair Shuttle operation went smoothly with very positive feedback from passengers.

El Dorado Transit acknowledges the support of our community partners, including the El Dorado County Air Quality Management District, the El Dorado County Fair Association, the El Dorado County Library, and the Government Center staff, for their efforts in providing the free parking and shuttle services. Management commends El Dorado Transit staff for running another productive, safe, and friendly shuttle operation.

El Dorado County Fair 2026 Fair Shuttle Passenger Trips



Day	2025 Trips	2026 Trips	Difference	% Difference
Thursday	3,102	3,173	71	2.3%
Friday	2,325	3,671	1,346	57.9%
Saturday	3,221	4,256	1,035	32.1%
Sunday	1,972	1,949	-23	-1.2%
Total	10,620	13,049	2,429	22.9%





Newsletter

July 2026 - September 2026
Volume 10 - Number 3

FREE Fair Shuttle and Parking Celebrates 34th Year

El Dorado Transit is pleased to report that 13,049 passengers took advantage of the free fair shuttle service for the 2026 El Dorado County Fair. The shuttle operated from 30 minutes before opening to 30 minutes after closing all four days of the Fair. This is a 23 percent increase in shuttle ridership over the previous year!

This was the 34th year that El Dorado Transit has provided an El Dorado County Fair Shuttle. Service was provided from two different parking locations including the Placerville Library/Government Center on Ray Lawyer Drive, and the Ray Lawyer Drive Park and Ride.

The Fair Shuttle is funded by a grant from the El Dorado County Air Quality Management District with AB2766 grant funds, and with support from the El Dorado County Fair Association. El Dorado Transit would like to acknowledge our community partners at the El Dorado County Library and Government Center in Placerville for their support in providing free parking for shuttle riders.



NEW Microtransit Service Rolls Out!

El Dorado Transit has a new Microtransit service called EDT GO! to serve the El Dorado County public. Microtransit allows transit agencies to offer riders an on-demand flexible option that fits between fixed route and Dial-a-Ride services.

Initial EDT GO! service is available on weekdays from 7:00 a.m. to 7:00 p.m. During this initial phase, service is available in two zones: El Dorado Hills and Cameron Park/Shingle Springs, with two vehicles assigned to each zone. The fare is \$3.00 per trip, and the service provides curb-to-curb transportation. Riders are able to schedule on-demand trips using the mobile app Rides on Demand, available on iPhone and Android platforms, or by calling the El Dorado Transit office.

For EDT GO! El Dorado Transit is utilizing new Ford Transit 350 vans with seven passenger seating, and other vehicles depending on demand, and all are handicap accessible.



El Dorado Hills Parking Full? Use Bass Lake!

Due to ridership increases post-pandemic and also from the recent return to office order, our El Dorado Hills Park and Ride has been near or at full parking capacity during the week. If you are looking for another option, consider our Bass Lake Road Park and Ride only three miles to the east!

The Bass Lake Road Park and Ride is for commuters only and is our newest park and ride, offering close freeway access and security cameras for your safety. After exiting Highway 50, there is only ONE traffic signal to get to the park and ride entrance!

Consider parking at the Bass Lake Road Park and Ride for your next morning commute! Located at Bass Lake Road and County Club Drive.



Saturday, July 4th Independence Day
Monday, September 7th Labor Day

The Sacramento/South Lake Tahoe Connecting bus will be the only service operating on listed holidays. For more information visit www.eldoradotransit.com.



El Dorado Transit Safety Awards

El Dorado Transit is pleased to honor 26 of its eligible transit bus operators for earning a Safe Driving Award for 2025. Safety awards are presented annually to El Dorado Transit bus operators that have not been involved in any on-the-job moving violations or chargeable accidents during the calendar year. Special thanks to Vice Chairperson Jackie Neau who helped announce the awards at a recent staff meeting.

El Dorado Transit bus operators are trained and licensed to operate a wide variety of transit vehicles. They skillfully navigate a wide array of driving conditions from downtown Sacramento to the mountains in El Dorado County. In 2025, El Dorado Transit bus operators provided transportation for 234,947 passengers, traveled 848,195 miles, and clocked 40,615 hours in passenger service.

El Dorado Transit is Hiring!

El Dorado Transit is hiring. Competitive wages and benefits include; paid training, CalPERS retirement, full health, dental and vision benefits, paid vacations and holidays.

Applications, job descriptions, and information can be found at the El Dorado Transit website in the Careers section or in the El Dorado Transit office located at 6565 Commerce Way in Diamond Springs.