



EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING Thursday, July 9, 2020; 1:00 PM

Chairperson: John Hidahl, County of El Dorado Supervisor, District I
Vice Chairperson: Kara Taylor, City of Placerville Councilmember
Mark Acuna, City of Placerville Councilmember
Shiva Frentzen, County of El Dorado Supervisor, District II
Brian Veerkamp, County of El Dorado Supervisor, District III

- Patty Borelli, Alternate for City Councilmembers
- Lori Parlin, Alternate for Board of Supervisors, District IV

Executive Director: Matthew Mauk

These meetings will be conducted pursuant to the provisions of California Executive Order N-29-20, which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public meetings via teleconferencing and allowing public participation telephonically. These measures will only apply during the period in which state or local public health officials have imposed or recommended social distancing measures.

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 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.

Participate by Computer:

<https://us02web.zoom.us/j/833772503>

Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

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 and address for the records. 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, 2020	4
	B. Receive and File May 2020 Check Registers	9
	C. Receive and File the <u>County Line Multi-Modal Transit Center Preliminary Design & Engineering Services</u> report	13
	D. 1. Adopt Resolution No. 20-21 Authorizing the Executive Director to Execute All Documents for the California State of Good Repair Program	35
	2. Adopt Resolution No. 20-22 Authorizing the California State of Good Repair Project List	
	E. Approve Purchase Order 26167 issued to the Employment Development Department in the amount of \$175,000 for Unemployment Insurance	39
2.	<u>ACTION ITEMS</u>	
	A. 1. Adopt Resolution No. 20-18 Authorizing an Amendment to the CalPERS Contract to include Section 20903	42
	2. Approve the Amendment to the Contract to include Section 20903	
	3. Authorize the Verification of Final Action of the El Dorado County Transit Authority Governing Board	

2. ACTION ITEMS CONTINUED PAGE

TIMED ITEM 1:05 PM

- B.** Public Hearing to Adopt Resolution No. 20-19 Finalizing the Fiscal Year 2020/21 Operating Budget 50

TIMED ITEM 1:06 PM

- C.** Public Hearing to Adopt Resolution No. 20-20 Finalizing the Fiscal Year 2020/21 Capital Improvement Plan and Capital Budget 55

- D.** Final ratification of the Executive Director Employment Contract approved June 4, 2020 83

3. INFORMATION ITEMS

- A.** Newsletter

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

Closed Personnel Session Pursuant to Government Code Section 54957.6 – Concerning Labor Negotiations with the Transit Operator’s Bargaining Unit. The designated representatives for the El Dorado County Transit Authority are Executive Director Matthew Mauk and Legal Counsel Michael Tucker

Closed Session Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators concerning discussions with Unrepresented Regular Employees and Unrepresented Regular Management Employees of the El Dorado County Transit Authority. The designated representatives for the El Dorado County Transit Authority are Executive Director Matthew Mauk and Legal Counsel Michael Tucker

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED BOARD MEETING
OF THE EL DORADO COUNTY TRANSIT AUTHORITY

Thursday, August 6, 2020 1:00 P.M.

Zoom Meeting Teleconference

<https://us02web.zoom.us/j/833772503>

1-669-900-6833

Meeting ID:

833-772-503



EL DORADO COUNTY TRANSIT AUTHORITY
Conformed Minutes
Thursday, June 4, 2020; 1:00 PM

Chairperson: John Hidahl, County of El Dorado Supervisor, District I
Vice Chairperson: Kara Taylor, City of Placerville Councilmember
Mark Acuna, City of Placerville Councilmember
Shiva Frentzen, County of El Dorado Supervisor, District II
Brian Veerkamp, County of El Dorado Supervisor, District III

- Patty Borelli, Alternate for City Councilmembers
- Lori Parlin, Alternate for Board of Supervisors, District IV

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Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Hidahl called the meeting to order at 1:02 PM and the pledge of allegiance was recited.

ROLL CALL

Directors Present: Mark Acuna, Patty Borelli, Shiva Frentzen, John Hidahl, Brian Veerkamp

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

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M/S: Frentzen/Borelli

Ayes: Acuna, Borelli, Frentzen, Hidahl, Veerkamp

OPEN FORUM

None

1. CONSENT CALENDAR

- A. Approve Conformed Minutes of Regular Meeting May 7, 2020
- B. Receive and File April 2020 Check Registers
- C. Receive and File April 2020 Ridership Reports
- D. Approve Charter Rate of \$180.00 per Hour for Fiscal Year 2020/21
- E.
 - 1. Approve Purchase Order 26004 issued to the California Transit Indemnity Pool in the amount of \$620,000 for Liability Insurance
 - 2. Approve Purchase Order 26005 issued to the California Transit Indemnity Pool in the amount of \$25,000 for Physical Damage Insurance
 - 3. Approve Purchase Order 26006 issued to the California Transit Indemnity Pool in the amount of \$18,000 for Employment Practices Liability Insurance
 - 4. Approve Purchase Order 26026 issued to the Special District Risk Management Authority in the amount of \$388,492.73 for Workers' Compensation Insurance

2. ACTION ITEMS

TIMED ITEM 1:05 PM

A. Public Hearing on Proposed Fare Changes

Action: Chair Hidahl opened the Public Hearing at 1:05 PM to accept public comment on the proposed fare changes. There was no public comment on this item. Approved as requested by staff.

M/S: Acuna/Borelli

Ayes: Acuna, Borelli, Frentzen, Hidahl, Veerkamp

B. 1. Adopt Resolution No. 20-16 of Intention to Approve an Amendment to Contract to include Section 20903

2. Authorize the Chair to Certify Compliance with Government Code Section 20903

3. Authorize the Executive Director or Designee to Certify Compliance with Government Code Section 7507

4. Adopt Resolution No. 20-17 Designating the period from July 10, 2020 through October 9, 2020 for Section 20903 eligibility

Action: The Board unanimously approved this item.

M/S: Veerkamp/Frentzen

Ayes: Acuna, Borelli, Frentzen, Hidahl, Veerkamp

C. 1. Adopt Resolution No. 20-09 adopting the Personnel Allocation Plan for Fiscal Year 2020/21 and authorizing a reduction in force

2. Adopt Resolution No. 20-10 approving the Salary Schedule for Fiscal Year 2020/21

3. Approve the Organizational Chart for Fiscal Year 2020/21

Action:

Director Acuna made a motion to adopt Resolution No. 20-09 adopting the Personnel Allocation Plan for Fiscal Year 2020/21 and authorize a reduction in force. This motion was seconded by Director Borelli.

M/S: Acuna/Borelli

Ayes: Acuna, Borelli, Frentzen, Hidahl, Veerkamp

Director Acuna made a motion to adopt Resolution No. 20-10 approving the salary schedule for Fiscal Year 2020/21 and approve the Organizational Chart for Fiscal Year 2020/21. This motion was seconded by Director Veerkamp

M/S: Acuna/Veerkamp

Ayes: Acuna, Borelli, Frentzen, Hidahl, Veerkamp

D. 1. Review and Approve the proposed Final Fiscal Year 2020/21 Operating Budget, including revisions

2. Review and Approve the proposed Final Fiscal Year 2020/21 Capital Budget, including revisions

Action: The Board unanimously approved this item.

M/S: Frentzen/Borelli

Ayes: Acuna, Borelli, Frentzen, Hidahl, Veerkamp

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

Closed Personnel Session Pursuant to Government Code Section 54954.5 – PUBLIC EMPLOYMENT Title: Executive Director

Closed Personnel Session Pursuant to Government Code Section 54957.6 – Concerning Labor Negotiations with the Transit Operator’s Bargaining Unit. The designated representatives for the El Dorado County Transit Authority are Executive Director Matthew Mauk and Legal Counsel Michael Tucker

Closed Session Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators concerning discussions with Unrepresented Regular Employees and Unrepresented Regular Management Employees of the El Dorado County Transit Authority. The designated representatives for the El Dorado County Transit Authority are Executive Director Matthew Mauk and Legal Counsel Michael Tucker

Recessed to Closed Session at 2:04 PM.

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

Reconvened to Open Session at 2:26 PM.

The Board unanimously agree to pursue an extension of the Executive Director’s employment agreement pending discussion of salary/compensation at the board’s next public meeting on July 9, 2020.

ADJOURNMENT

Chairperson Hidahl adjourned the meeting at 2:27 PM. The next meeting will be a regular meeting scheduled for Thursday July 9, 2020. This meeting has been rescheduled from July 2, 2020

* Verbal Report

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

AGENDA ITEM 1 B
Consent Item

MEMORANDUM

DATE: July 9, 2020
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Receive and File May 2020 Check Register

REQUESTED ACTION:

BY MOTION,
Receive and File May 2020 Check Register

BACKGROUND

The following check register includes routine transactions for the month of May 2020. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Six (6) items merit further detail:

Check #34281 – Creative Bus Sales.....\$131,956.24

This check pays an obligation for the replacement of bus #1606 that was involved in a no-fault accident using funds from liable party's insurance claim and State Transit Assistance Funds (STA).

Check #34282 CTA Engineering & Surveying.....\$19,103.75

This check pays an obligation for engineering and design for the proposed multi-model park & ride facility in El Dorado Hills using Local Transportation Funds (LTF).

Check #34312 – Steve Stymeist Collision Centers.....\$16,488.75

This check pays an obligation for major repair work to vehicle #1703 using Local Transportation Funds (LTF).

Check #34315 – Transportation Services, Inc.....\$4,600.00

This check pays an obligation for physical damage insurance deductible for repair work to vehicle #1702 using Local Transportation Funds (LTF).

Check #34323 – Transportation Services, Inc.....\$5,000.00
This check pays an obligation for physical damage insurance deductible for repair work to
vehicle #1607 using Local Transportation Funds (LTF)

Check #34333 – INIT Inc.....\$64,051.86
This check pays an obligation for the installation of the Connect Transit Card fare system in new
demand response vehicles using State Transit Assistance Funds (STA).

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
May 2020

Date	Num	Name	Memo	Amount
05/01/2020	34266	A-Z BUS SALES	Parts and Supplies	1,812.49
05/01/2020	34267	ACCESS SYSTEMS INC	Surveillance Camera Repair	1,163.51
05/01/2020	34268	AFTERMARKET PARTS CO LLC	P95613	2,994.83
05/01/2020	34269	ALPHA ANALYTICAL LABORATORIES INC	Stormwater Testing	331.00
05/01/2020	34270	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Employee Paid Premium - May 2020	110.46
05/01/2020	34271	AT&T / CALNET 3	Central Billing April 2020	491.80
05/01/2020	34272	AUTOZONE	Parts and Supplies	81.92
05/01/2020	34273	BUS & EQUIPMENT REPAIR OF CA	Parts and Supplies	1,620.57
05/01/2020	34274	C & H MOTOR PARTS	Parts and Supplies	76.16
05/01/2020	34275	CA DEPT OF TAX & FEE ADMIN	Diesel Fuel for Bus Operator	356.00
05/01/2020	34276	CalACT	Face Masks & Hand Sanitizer - Covid 19	3,162.00
05/01/2020	34277	CAPITOL CLUTCH & BRAKE	Parts and Supplies	2,223.74
05/01/2020	34278	CELL ENERGY	Batteries for Fleet Vehicles	701.54
05/01/2020	34279	CITY OF PLACERVILLE	Livescan - March 2020	40.00
05/01/2020	34280	COMCAST	Monthly Utility	244.69
05/01/2020	34281	CREATIVE BUS SALES	2020 Aero Elite 290 Cutaway	131,956.24
05/01/2020	34282	CTA ENGINEERING & SURVEYING	Engineering & Design for Multi-Modal Station	19,103.75
05/01/2020	34283	D&K AUTO GLASS	Side Glass Installation#1009	120.00
05/01/2020	34284	DAWSON OIL	Fuel Purchases - April 2020	16,290.02
05/01/2020	34285	EL DORADO DISPOSAL	Disposal Service - April 2020	337.04
05/01/2020	34286	EL DORADO IRRIGATION DISTRICT	Water Service - Ray Lawyer P&R	160.97
05/01/2020	34287	FACTORY MOTOR PARTS	Parts and Supplies	372.74
05/01/2020	34288	FASTENAL	Parts and Supplies	128.90
05/01/2020	34289	FLEET MAINT SPECIALISTS INC	Inspection of Five New Minivans	2,500.00
05/01/2020	34290	FLEMING DISTRIBUTING CO.	Parts and Supplies	321.37
05/01/2020	34291	G & O BODY SHOP INC	Towing #1705	150.00
05/01/2020	34292	GCR TIRES & SERVICE	Fleet Vehicle Tires	2,685.67
05/01/2020	34293	GILLIG LLC	Parts and Supplies	3,033.93
05/01/2020	34294	J. C. NELSON SUPPLY CO.	Janitorial Supplies	281.32
05/01/2020	34295	KIMBALL MIDWEST	Parts and Supplies	149.49
05/01/2020	34296	KINETICO WATER OF PLACERVILLE	Drinking Water Service - May 2020	42.90
05/01/2020	34297	MAG LANDSCAPING INC	Landscape Maintenance - April 2020	940.00
05/01/2020	34298	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	256.79
05/01/2020	34299	MOUNTAIN DEMOCRAT INC	Public Notice - Pass Rate Reductions	33.00
05/01/2020	34300	O'REILLY AUTO PARTS	Parts and Supplies	584.01
05/01/2020	34301	OPERATING ENGINEERS - MEDICAL	Medical Premiums May 2020	48,874.00
05/01/2020	34302	PACIFIC GAS & ELECTRIC	Monthly Utility	3,133.75
05/01/2020	34303	PLATT ELECTRIC SUPPLY INC	Parts and Supplies	115.19
05/01/2020	34304	PRO-LINE CLEANING SERVICES INC	Cleaning Service - April 2020	900.00
05/01/2020	34305	QUILL	Misc. Office Supplies	74.47
05/01/2020	34306	RAMOS ENVIRONMENTAL SERVICES	Used Oil Pick Up	95.00
05/01/2020	34307	RIEBES AUTO PARTS	Parts and Supplies	119.23
05/01/2020	34308	ROBERTS & COMPANY INC	CPA Services - April 2020	80.00
05/01/2020	34309	RON DUPRATT FORD	Parts and Supplies	221.30
05/01/2020	34310	RTS IT INC	ITCare Gold Service Plan - May 2020	4,687.50
05/01/2020	34311	SQUEAKY CLEAN	Interior Fogging of Fleet Vehicles - Covid 19	1,950.00
05/01/2020	34312	STEVE STYMEIST COLLISION CNTRS	Bus Repairs - #1703	16,488.75
05/01/2020	34313	SUN LIFE FINANCIAL	Life/LTD May 2020	2,709.90
05/01/2020	34314	TOWN CENTER EAST LP	Lease Pymt for July 20 - P&R	700.00
05/01/2020	34315	TRANSPORTATION SERVICES, INC.	Incident Repairs #1702	4,600.00
05/01/2020	34316	TRUE VALUE HARDWARE	Parts and Supplies	202.49
05/01/2020	34317	VAN DE POL ENTERPRISES INC	Diesel Exhaust Fluid	350.97
05/01/2020	34318	VERIZON WIRELESS	Cellular Service - 0420	2,005.79
05/01/2020	34319	WESTERN SUPPLY INC	Drop In Bag - Tire Balance	377.61
05/01/2020	34320	WESTERN TRUCK PARTS LLC	Parts and Supplies	7,749.08
05/01/2020	34321	ZEP MANUFACTURING CO.	Bus Cleaning Supplies	489.60
05/01/2020	34322	CA DEPT OF TAX & FEE ADMIN	Sales Use Tax Return	67.00
05/01/2020	34323	TRANSPORTATION SERVICES, INC.	Incident Repairs #1607	5,000.00
05/04/2020	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Medical Premium - May 2020	39,633.88
05/15/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #10 CLASSIC	11,745.74
05/15/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #10 PEPRA	8,156.03
05/15/2020	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE MAY 15, 2020	4,631.10
05/19/2020	34324	3D DATACOM	RL & EDH P&R Camera Repairs	707.50
05/19/2020	34325	AFLAC	Employee Paid Premiums - May 2020	2,163.69
05/19/2020	34326	AT&T / CALNET 3	Monthly Utility	419.11
05/19/2020	34327	CAL.NET	May 2020 Camera Service	176.92
05/19/2020	34328	EDC RISK MANAGEMENT	Health Insurance May 2020	2,452.30

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
May 2020

Date	Num	Name	Memo	Amount
05/19/2020	34329	EL DORADO IRRIGATION DISTRICT	Monthly Utility	611.74
05/19/2020	34330	FEDERAL EXPRESS	Overnight Shipping	20.93
05/19/2020	34331	HUNT & SONS INC	Fuel Purchases April 2020	4,440.64
05/19/2020	34332	IMAGE SOURCE	Billing Period 04/14/20 - 05/13/20	483.78
05/19/2020	34333	INIT INC	Init Equipment Installation for Connect Card	64,051.86
05/19/2020	34334	LANGUAGE LINE SERVICES INC	Interpretation Services - April 2020	52.71
05/19/2020	34335	LUMINATOR TECHNOLOGY GROUP INC	Forward Facing HD Camera #1201 Replacement	611.08
05/19/2020	34336	OPERATING ENGINEERS - MEDICAL	Medical Premium - May 2020	2,096.00
05/19/2020	34337	OPERATING ENGINEERS LOCAL UNION #3	Union Dues May 2020	1,820.00
05/19/2020	34338	QUILL	Misc. Office Supplies	154.29
05/19/2020	34339	SQUEAKY CLEAN	Bus Interior Fogging	2,925.00
05/19/2020	34340	STATE WATER RESOURCES CONTROL BOARD	Annual Fee for 04/01/20-03/31/21	1,400.00
05/19/2020	34341	SUBURBAN PROPANE-1612	Shop Propane Tank Fill	512.57
05/19/2020	34342	VIPER PEST CONTROL INC	Bi-Monthly Pest Control	60.00
05/19/2020	34343	VISA	VOID:	0.00
05/19/2020	34344	WOLFPACK INSURANCE SERVICES, INC.	Dental & Vision Premiums June 2020	4,430.70
05/19/2020	34345	XEROX FINANCIAL SERVICES	Lease Payment	774.35
05/19/2020	34346	VISA	Reconciled Charges - April 2020	510.03
05/28/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #11 CLASSIC	11,551.86
05/28/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #11 PEPRA	8,433.70
05/29/2020	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE MAY 29, 2020	4,630.94

475,508.93

Total 475,508.93

AGENDA ITEM 1 C
Consent Item

MEMORANDUM

DATE: July 9, 2020

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: County Line Multi-Modal Transit Center Preliminary Design & Engineering Services Report

REQUESTED ACTION:

BY MOTION,

Receive and file the County Line Multi-Modal Transit Center Preliminary Design & Engineering Services report

BACKGROUND

In September 2019, the County Line Multi-Modal Transit Center Study was completed by Fehr and Peers for the El Dorado County Transportation Commission (EDCTC). In that study, six potential sites for a new Multi-Modal Transit Center were analyzed, and the study narrowed the locations to Site 3 and Site 5 as the best selections for the new center. After the study, Site A was added as an optional site.

To evaluate the potential sites from the Fehr and Peers study to determine potential layouts and construction costs, the El Dorado County Transit Authority (El Dorado Transit) contracted with CTA Engineering and Surveying. They completed the County Line Multi-Modal Transit Center Preliminary Design & Engineering Services report on April 6, 2020.

DISCUSSION

In the County Line Multi-Modal Transit Center Preliminary Design & Engineering Services report, three sites were evaluated, providing one layout for Site 3, two layouts for Site 5 and one layout for Optional Site A. The unit costs presented in the design report as part of the cost estimates are taken from actual construction bids for projects that are similar in scope.

Site 3 is located at the southwest corner of White Rock Road and Latrobe Road. The site topography is mild, which equates to a lower cost to develop with a total estimated construction cost of \$5,066,691.

Site 5 is located at the southwest corner of White Rock Road and Old Silva Valley Parkway. Main access to the site is envisioned as coming from Old Silva Valley Parkway, although the site was also evaluated with access from White Rock Road. Topography for site 5 is relatively steep

in some areas. The construction estimate for the first alternative with access from Old Silva Valley Parkway was \$9,242,250, and the second alternative with access from White Rock Road was \$6,799,520.

Optional Site A is located across White Rock Road from Site 5 at the southeast corner of White Rock Road and Old White Rock Road. Topography for Optional Site A has more grades than Site 3 but less than Site 5. Utilities are not available at this site, so power lines would need to be constructed to this site. The estimated cost of construction is \$7,358,228.

The County Line Multi-Modal Transit Center Preliminary Design & Engineering Services report from CTA Engineering & Surveying is attached for review.

EL DORADO COUNTY TRANSIT AUTHORITY

DESIGN REPORT

COUNTY LINE MULTI-MODAL TRANSIT CENTER
PRELIMINARY DESIGN & ENGINEERING
SERVICES



April 6, 2020

The contents of this report reflect the view of the author who is responsible for the facts and accuracy of the data presented herein. The contents do not necessarily reflect the official views of El Dorado Transit. This report does not constitute a standard, specification, or regulation.

Executive Summary

Three sites were evaluated, providing one layout for Site 3, two layouts for Site 5 and one for Optional Site A. Layouts for Sites 3 and 5 were as presented in the Fehr and Peers study titled “County Line Multi-Modal Transit Center Study”. Optional Site A was designed from scratch for this analysis and report. The layout for Optional Site A incorporates the same features as what was presented for Sites 3 and 5 but configured to maximize the property.

Costs

Preliminary Construction Cost Estimate for Site 3:

Total Hard Cost:	\$3,024,011
Total Cost Including Soft Costs:	\$5,066,691

Preliminary Construction Cost Estimate for Site 5:

Total Hard Cost:	\$5,516,158
Total Cost Including Soft Costs:	\$9,242,250

Preliminary Construction Cost Estimate for Site 5-Alt:

Total Hard Cost:	\$4,058,236
Total Cost Including Soft Costs:	\$6,799,520

Preliminary Construction Cost Estimate for Optional Site A:

Total Hard Cost:	\$4,391,695
Total Cost Including Soft Costs:	\$7,358,228

The unit costs presented as part of these cost estimates are taken from actual construction bids for projects that are similar in scope and for a public agency versus a private development.

A budget for soft costs was included for each of the sites. This budget is 30% of hard construction cost and is in line with other public projects in the area. There is also a 25% contingency applied to the cost. While a contingency is typically 10%, this is for fully developed plans for a project. The planning level nature of this study requires that the contingency be increased to account for additional items that may be discovered during design. Once design has been completed, the contingency will be revised downward to reflect the level of design.

Introduction

In cooperation with The El Dorado County Transit Authority (EDCTA), the El Dorado County Transportation Commission (EDCTC) commissioned a study titled “County Line Multi-Modal Center Study”. This study was completed by Fehr & Peers and is dated September 5, 2019. This study analyzed 6 potential sites for a new Multi-Modal Transit Center to provide commuter bus operations to the community of El Dorado Hills and surrounding areas. The study narrowed the sites to Sites 3 and 5 with Optional Site A added for this analysis.

Site 3

Site 3 is located at the southwest corner of White Rock Road and Latrobe Road. The site is bounded by Latrobe Road to the east, White Rock Road to the north, Windfield Way to the west and Golden Foothill Parkway to the south. The proposed site has frontage directly on Latrobe Road and access to White Rock Road.

Access is provided from White Rock Road on the north and Latrobe Road to the east. There is a new retail development, Montano De El Dorado, proposed for the property directly to the east of Site 3. The preliminary documents for the EIR indicate that there will be a new traffic signal as part of the project. This will provide full access to the site for both customer and bus traffic.

The site topography is fairly mild. The site slopes from northeast to southwest. There is a seasonal creek located along the western boundary of the site. There is an existing 24-inch culvert located near what will be the southern project boundary. This culvert transmits storm water from the east side of Latrobe Road and eventually finds its way to the seasonal creek on the west side. This drainage feature can be incorporated into the design for the Center.



Site 3 has the lowest cost to develop. This appears to be because Site 3 requires less earthwork than the other sites. The site as currently designed does not have any creek crossings like Site 5. Utilities are also readily available to the site which reduces those costs.

There are existing overhead utility lines that run parallel with Latrobe Road. These lines do not appear to conflict with the proposed improvements for a multi-modal station. The power looks to be in the 12kVa range and can be readily moved to underground. The remaining dry utilities can also be moved to a “joint trench”. Costs for undergrounding the overhead utilities just for the access to Latrobe Road were captured in the cost estimate.

Site 3 Pros:

- Least amount of earthwork of all of the sites. Reduced construction cost.
- Close proximity to the US50/Latrobe Road interchange, approximately ¾ mile.
- Close proximity to commercial/retail areas.
- Could develop or sell the portion of the parcel to the west of the seasonal creek.

Site 3 Cons:

- Possible higher land cost.
- Existing seasonal creek borders western portion of project.

Site 5

Site 5 is located at the southwest corner of White Rock Road and Old Silva Valley Parkway. The site is bounded to the east by Old Silva Valley Parkway, to the south by White Rock Road, to the north by Joerger Cut Off Road and to the west by the District Church. The proposed site has frontage directly on White Rock Road with secondary access to Old Silva Valley Parkway via Joerger Cut Off Road.

Main access is envisioned as coming from White Rock Road. There are studies for the area that propose a new traffic signal on White Rock Road approximately 1,200 feet to the southwest of the existing traffic signal at White Rock Road and Old Silva Valley Parkway. This access

point is envisioned as providing the main access for the project. Joerger Cut Off Road could be used for a secondary access for Emergency Vehicle Access (EVA).

Topography for Site 5 is relatively steep in some areas. The preliminary design seeks to strike a balance with the existing topography with the cost of off-hauling a large amount of soil. The proposed layouts are located toward the eastern portion of the parcel, adjacent to a tributary to Carson Creek named Buck's Creek. This area is still a little steep but can be graded to such that the site that will provide adequate parking as well as an ADA accessible station.



Two options were developed for Site 5. The first option follows the Fehr & Peers layout with a few refinements during design. The second option rotated the layout clockwise to locate a majority of the station along White Rock Road. This option was explored as a way to find more useable area while reducing earthwork as much as possible.

There are existing overhead utility lines that run parallel with White Rock Road. These lines do not appear to conflict with the proposed improvements for a multi-modal station. The power looks to be in the 12kVa range and can be readily moved to underground. The remaining dry utilities can also be moved to a "joint trench". Costs for undergrounding the overhead utilities just for the access to White Rock Road were captured in the cost estimate.

Site 5 Pros:

- Close proximity to the US50/White Rock Road interchange, approximately 1/4 mile.
- Close proximity to commercial/retail areas.

Site 5 Cons:

- Extensive earthwork, high earthwork cost.
- Existing seasonal creek borders eastern portion of project. Structures required.
- Second point of access from Joerger Cut-Off Road requires major rework.

Optional Site A

Optional Site A is located across White Rock Road from Site 5. It is at the southeast corner of White Rock Road and Old White Rock Road. The site is bounded on the south and east sides by Carson Creek, to the north by Old White Rock Road and the west by White Rock Road. There is a drainage ditch on the project side of White Rock Road.



Old White Rock Road would provide the primary access to the Multi-Modal station. There is a possibility that there will be a future project that could provide a secondary access to the south,

across Carson Creek. This secondary access would connect to a future signalized intersection as described in Site 5.

Topography for Optional Site A has more grades than Site 3 but less than Site 5. This is reflected in the earthwork cost. There is a slight hill just south of Old White Rock Road that will need to be removed to make the site suitable for the station. It is always the intent to balance a site to avoid costly off-haul. The amount of earthwork can be reduced during detailed design to reduce construction cost. Care should be taken to not adversely impact the adjacent seasonal creeks.

Optional Site A does not have overhead utilities along either White Rock Road or Old White Rock Road. Utilities will need to be constructed for this site with utilities available on the west side of White Rock Road.

Optional Site A Pros:

- Close proximity to the US50/White Rock Road interchange, approximately 1/4 mile.
- Close proximity to commercial/retail areas.

Optional Site A Cons:

- Extensive earthwork, high earthwork cost. (but less than Site 5)
- Existing seasonal creeks border east and south property.

Structures

Each site is proposed to have a few structures intended to provide shelter to riders as well as breakroom facilities for bus drivers and restroom facilities for employees and riders.

CTA performed preliminary research into options for Bus Shelters. While there are vendors that provide bus shelters such as Tolar Manufacturing and Deamor, larger structures appear to be a combination of architect provided design and engineering coupled with glass and metal components provided by the manufacturer, fabricated per the architect and engineer's drawings. Options for bus shelters were provided to the Authority and two that were preferred were the Overlake Transit station shelters by Deamor and the Fresno Transit shelters by Tolar Manufacturing.



Overlake Transit – Deamor



Fresno Transit – Tolar Manufacturing

CTA was able to obtain cost information from Tolar for the Fresno Transit shelters. The cost provided by Tolar was \$50,000 per shelter.

Appendix A

Cost Estimates

Improvement Plans for Site 3: Multi-Modal Transit Center
Engineer's Opinion of Probable Construction Cost
April, 2020

Item No.	Item Description	Qty.	Unit	Unit Price	Total Amount
GRADING					
1	Clear & Grub	7.6	AC	\$12,580.00	\$95,608.00
2	Excavation (Cut or Fill)	24,861	CY	\$11.80	\$293,359.80
3	Fugitive Dust Control	7.6	AC	\$1,000.00	\$7,600.00
				Subtotal	\$396,567.80
STREET IMPROVEMENTS					
4	PCC Pavement	1,858	CY	\$137.50	\$255,475.00
5	3" AC	172,701	SF	\$2.35	\$405,847.35
6	4" AB	85,523	SF	\$1.50	\$128,284.50
7	6" AB	44,439	SF	\$1.90	\$84,434.10
8	8" AB	172,701	SF	\$2.00	\$345,402.00
9	Remove and Replace Existing Pavement Section	300	SF	\$6.50	\$1,950.00
10	Type 2 - Vertical Curb & Gutter	2,148	LF	\$22.50	\$48,330.00
11	Concrete Sidewalk, 4" PCC	1,683	SF	\$12.50	\$21,037.50
12	Sawcut	146	LF	\$3.00	\$438.00
13	Handicap Ramp	9	EA	\$3,420.00	\$30,780.00
14	Bus Shelter	6	EA	\$50,000.00	\$300,000.00
15	Striping	11,492	LF	\$0.50	\$5,746.00
16	Traffic Signal (Fair Share - 1 leg)	1	LS	\$125,000.00	\$125,000.00
17	Parking Lot Curbing	5,890	LF	\$18.00	\$106,020.00
				Subtotal	\$1,858,744.45
POTABLE WATER IMPROVEMENTS					
18	6" Pipe w/Fittings	130	LF	\$62.00	\$8,060.00
19	Fire Hydrant & Appurtenances	1	EA	\$6,149.00	\$6,149.00
20	Fire Service	1	EA	\$2,000.00	\$2,000.00
21	Fire Dept. Connection	1	EA	\$2,500.00	\$2,500.00
22	1" Water Service	1	EA	\$1,521.00	\$1,521.00
23	Connect to Existing Waterline	1	EA	\$2,500.00	\$2,500.00
				Subtotal	\$22,730.00
DRAINAGE IMPROVEMENTS					
24	12" HDPE	419	LF	\$47.00	\$19,693.00
25	18" HDPE	345	LF	\$100.00	\$34,500.00
26	24" HDPE	59	LF	\$82.00	\$4,838.00
27	30" HDPE	231	LF	\$88.00	\$20,328.00
28	24" Flared End Section	1	EA	\$1,360.00	\$1,360.00
29	30" Flared End Section	1	EA	\$1,500.00	\$1,500.00
30	Type "B" Inlet	10	EA	\$3,200.00	\$32,000.00
31	Rip Rap	3	CY	\$91.70	\$275.10
32	TV Inspection	1,054	LF	\$2.30	\$2,424.20
				Subtotal	\$116,918.30

SEWER IMPROVEMENTS					
33	6" Pipe Gravity SDR-26	990	LF	\$71.00	\$70,290.00
34	Cleanout	1	EA	\$911.00	\$911.00
35	Gravity Service	1	EA	\$1,950.00	\$1,950.00
36	Manhole (48")	4	EA	\$7,057.00	\$28,228.00
37	Connect to Existing Sewerline	1	EA	\$2,500.00	\$2,500.00
38	Bore & Jack for 6" sewerline	50	LF	\$1,500.00	\$75,000.00
39	TV Inspection	990	LF	\$2.30	\$2,277.00
				Subtotal	\$181,156.00
DRY UTILITY COSTS					
40	Includes- Joint Utility Trench, Utility Services, Conduit & Service Boxes and Wiring & Transformer	1	LOT	\$50,000.00	\$50,000.00
41	Underground Overhead Utilities at Latrobe Intersection	1	LS	\$50,000.00	\$50,000.00
				Subtotal	\$100,000.00
				Estimated Direct Construction Cost	\$2,676,116.55
	SWPPP Compliance	3%			\$80,283.50
	Erosion Control Measures	5%			\$133,805.83
	Mobilization	5%			\$133,805.83
				Total Hard Cost	\$3,024,011.70
SOFT COSTS					
A	Soft Costs	30%			\$802,834.97
B	Bond Enforcement Costs	2%			\$60,480.23
C	Construction Staking	4%			\$120,960.47
D	Construction Management & Inspection	10%			\$302,401.17
E	Contingency	25%			\$756,002.93
				Subtotal Soft Cost	\$2,042,679.76
				Total Estimated Cost	\$5,066,691.46

Assumptions:

1. Soft costs include engineering, permitting, CEQA and other consultant work (geotech, biological, archeological)
2. Budget for Dry Utilities is estimated as a budget number. Further design work and information needed to adequately estimate the cost.
3. Cost for undergrounding of existing dry utilities for driveway connection area only.

Improvement Plans for Site 5: Multi-Modal Transit Center
Engineer's Opinion of Probable Construction Cost
April, 2020

Item No.	Item Description	Qty.	Unit	Unit Price	Total Amount
GRADING					
1	Clear & Grub	10.5	AC	\$12,580.00	\$132,090.00
2	Excavation (Cut or Fill)	133,000	CY	\$11.80	\$1,569,400.00
3	Retaining Wall	2,600	SF	\$25.00	\$65,000.00
4	Fugitive Dust Control	10.5	AC	\$1,000.00	\$10,500.00
				Subtotal	\$1,776,990.00
STREET IMPROVEMENTS					
5	PCC Pavement	2,100	CY	\$137.50	\$288,750.00
6	3" AC	178,247	SF	\$2.35	\$418,880.45
7	4" AB	111,918	SF	\$1.50	\$167,877.00
8	6" AB	44,183	SF	\$1.90	\$83,947.70
9	8" AB	178,247	SF	\$2.00	\$356,494.00
10	Type 2 - Vertical Curb & Gutter	3,149	LF	\$22.50	\$70,852.50
11	Concrete Sidewalk, 4" PCC	8,121	SF	\$12.50	\$101,512.50
12	Pedestrian Ramp	14	EA	\$3,420.00	\$47,880.00
13	Bus Shelter	6	EA	\$50,000.00	\$300,000.00
14	Striping	11,076	LF	\$0.50	\$5,538.00
15	Stop Bar and "STOP" sign	1	EA	\$1,700.00	\$1,700.00
16	Parking Lot Curbing	4,785	LF	\$18.00	\$86,130.00
17	Bridge Crossing	3	EA	\$300,000.00	\$900,000.00
				Subtotal	\$2,829,562.15
POTABLE WATER IMPROVEMENTS					
18	6" Pipe w/Fittings	444	LF	\$62.00	\$27,528.00
19	Fire Hydrant & Appurtenances	1	EA	\$6,149.00	\$6,149.00
20	Fire Service	1	EA	\$2,000.00	\$2,000.00
21	Fire Dept. Connection	1	EA	\$2,500.00	\$2,500.00
22	1" Water Service	1	EA	\$1,521.00	\$1,521.00
23	Connect to Existing Waterline	1	EA	\$2,500.00	\$2,500.00
				Subtotal	\$42,198.00
DRAINAGE IMPROVEMENTS					
24	12" HDPE	351	LF	\$47.00	\$16,497.00
25	18" HDPE	185	LF	\$100.00	\$18,500.00
26	18" Flared End Section	4	EA	\$1,200.00	\$4,800.00
27	Type "B" Inlet	9	EA	\$3,200.00	\$28,800.00
28	Rip Rap	3	CY	\$91.70	\$275.10
29	TV Inspection	536	LF	\$2.30	\$1,232.80
				Subtotal	\$70,104.90

SEWER IMPROVEMENTS					
30	6" Pipe Gravity SDR-26	410	LF	\$71.00	\$29,110.00
31	Cleanout	1	EA	\$911.00	\$911.00
32	Gravity Service	1	EA	\$1,950.00	\$1,950.00
33	Manhole (48")	4	EA	\$7,057.00	\$28,228.00
34	Connect to Existing Sewerline	1	EA	\$2,500.00	\$2,500.00
35	TV Inspection	410	LF	\$2.30	\$2.30
				Subtotal	\$62,701.30
DRY UTILITY COSTS					
36	Includes- Joint Utility Trench, Utility Services, Conduit & Service Boxes and Wiring & Transformer	1	LOT	\$50,000.00	\$50,000.00
37	Underground Existing Overhead Utilities on White Rock Road	1	LS	\$50,000.00	\$50,000.00
				Subtotal	\$100,000.00
				Estimated Direct Construction Cost	\$4,881,556.35
	SWPPP Compliance	3%			\$146,446.69
	Erosion Control Measures	5%			\$244,077.82
	Mobilization	5%			\$244,077.82
				Total Hard Cost	\$5,516,158.68
SOFT COSTS					
A	Soft Costs	30%			\$1,464,466.91
B	Bond Enforcement Costs	2%			\$110,323.17
C	Construction Staking	4%			\$220,646.35
D	Construction Management & Inspection	10%			\$551,615.87
E	Contingency	25%			\$1,379,039.67
				Subtotal Soft Cost	\$3,726,091.96
				Total Estimated Cost	\$9,242,250.64

Assumptions:

1. Soft costs include engineering, permitting, CEQA and other consultant work (geotech, biological, archeological)
2. Budget for Dry Utilities is estimated as a budget number. Further design work and information needed to adequately estimate the cost.
3. Cost for undergrounding of existing dry utilities for driveway connection area only.

Improvement Plans for Site 5 - Alternative: Multi-Modal Transit Center
Engineer's Opinion of Probable Construction Cost
April, 2020

Item No.	Item Description	Qty.	Unit	Unit Price	Total Amount
GRADING					
1	Clear & Grub	7.8	AC	\$12,580.00	\$98,124.00
2	Excavation (Cut or Fill)	102,000	CY	\$11.80	\$1,203,600.00
3	Retaining Wall	3,000	SF	\$25.00	\$75,000.00
4	Fugitive Dust Control	7.8	AC	\$1,000.00	\$1,000.00
				Subtotal	\$1,377,724.00
STREET IMPROVEMENTS					
5	PCC Pavement	1,785	CY	\$137.50	\$245,437.50
6	3" AC	168,479	SF	\$2.35	\$395,925.65
7	4" AB	90,203	SF	\$1.50	\$135,304.50
8	6" AB	44,178	SF	\$1.90	\$83,938.20
9	8" AB	168,479	SF	\$2.00	\$336,958.00
10	Type 2 - Vertical Curb & Gutter	2,459	LF	\$22.50	\$55,327.50
11	Concrete Sidewalk, 4" PCC	12,909	SF	\$12.50	\$161,362.50
12	Pedestrian Ramp	14	EA	\$3,420.00	\$47,880.00
13	Bus Shelter	6	EA	\$50,000.00	\$300,000.00
14	Striping	10,207	LF	\$0.50	\$5,103.50
15	Traffic Signal (Fair Share - 1 leg)	1	EA	\$125,000.00	\$125,000.00
16	Parking Lot Curbing	6,148	LF	\$18.00	\$110,664.00
				Subtotal	\$2,002,901.35
POTABLE WATER IMPROVEMENTS					
17	6" Pipe w/Fittings	104	LF	\$62.00	\$6,448.00
18	Fire Hydrant & Appurtenances	1	EA	\$6,149.00	\$6,149.00
19	Fire Service	1	EA	\$2,000.00	\$2,000.00
20	Fire Dept. Connection	1	EA	\$2,500.00	\$2,500.00
21	1" Water Service	1	EA	\$1,521.00	\$1,521.00
22	Connect to Existing Waterline	1	EA	\$2,500.00	\$2,500.00
				Subtotal	\$21,118.00
DRAINAGE IMPROVEMENTS					
23	12" HDPE	239	LF	\$47.00	\$11,233.00
24	18" HDPE	395	LF	\$100.00	\$39,500.00
25	18" Flared End Section	2	EA	\$1,200.00	\$2,400.00
26	Type "B" Inlet	6	EA	\$3,200.00	\$19,200.00
27	Rip Rap	3	CY	\$91.70	\$275.10
28	TV Inspection	634	LF	\$2.30	\$1,458.20
				Subtotal	\$74,066.30

SEWER IMPROVEMENTS					
29	6" Pipe Gravity SDR-26	139	LF	\$71.00	\$9,869.00
30	Cleanout	1	EA	\$911.00	\$911.00
31	Gravity Service	1	EA	\$1,950.00	\$1,950.00
32	Connect to Existing Sewerline	1	EA	\$2,500.00	\$2,500.00
33	TV Inspection	139	LF	\$2.30	\$319.70
				Subtotal	\$15,549.70
DRY UTILITY COSTS					
34	Includes- Joint Utility Trench, Utility Services, Conduit & Service Boxes and Wiring & Transformer	1	LOT	\$50,000.00	\$50,000.00
35	Underground Existing Overhead Utilities on White Rock Road	1	LS	\$50,000.00	\$50,000.00
				Subtotal	\$100,000.00
				Estimated Direct Construction Cost	\$3,591,359.35
	SWPPP Compliance	3%			\$107,740.78
	Erosion Control Measures	5%			\$179,567.97
	Mobilization	5%			\$179,567.97
				Total Hard Cost	\$4,058,236.07
SOFT COSTS					
A	Soft Costs	30%			\$1,077,407.81
B	Bond Enforcement Costs	2%			\$81,164.72
C	Construction Staking	4%			\$162,329.44
D	Construction Management & Inspection	10%			\$405,823.61
E	Contingency	25%			\$1,014,559.02
				Subtotal Soft Cost	\$2,741,284.59
				Total Estimated Cost	\$6,799,520.66

Assumptions:

1. Soft costs include engineering, permitting, CEQA and other consultant work (geotech, biological, archeological)
2. Budget for Dry Utilities is estimated as a budget number. Further design work and information needed to adequately estimate the cost.
3. Cost for undergrounding of existing dry utilities for driveway connection area only.

Improvement Plans for Optional Site A: Multi-Modal Transit Center
Engineer's Opinion of Probable Construction Cost
April, 2020

Item No.	Item Description	Qty.	Unit	Unit Price	Total Amount
GRADING					
1	Clear & Grub	10.0	AC	\$12,580.00	\$125,800.00
2	Excavation	95,265	CY	\$11.80	\$1,124,127.00
3	Retaining Wall	1,340	SF	\$25.00	\$33,500.00
4	Tree Protection Fence	3,123	LF	\$4.10	\$12,804.30
5	Fugitive Dust Control	10	AC	\$1,000.00	\$10,000.00
				Subtotal	\$1,306,231.30
STREET IMPROVEMENTS					
6	PCC Pavement	2,331	CY	\$137.50	\$320,512.50
7	3" AC	174,313	SF	\$2.35	\$409,635.55
8	4" AB	124,955	SF	\$1.50	\$187,432.50
9	6" AB	42,576	SF	\$1.90	\$80,894.40
10	8" AB	174,313	SF	\$2.00	\$348,626.00
11	Remove and Replace Existing Pavement Section	5,132	SF	\$6.50	\$33,358.00
12	Type 2 - Vertical Curb & Gutter	3,274	LF	\$22.50	\$73,665.00
13	Concrete Sidewalk, 4" PCC	14,912	SF	\$12.50	\$186,400.00
14	Sawcut	2,566	LF	\$3.00	\$7,698.00
15	Handicap Ramp	16	EA	\$3,420.00	\$54,720.00
16	Bus Shelter	6	EA	\$50,000.00	\$300,000.00
17	Striping	10,345	LF	\$0.50	\$5,172.50
18	Stop Bar and "STOP" sign	1	EA	\$1,700.00	\$1,700.00
19	Commercial Driveway	386	SF	\$17.00	\$6,562.00
20	Parking Lot Curbing	5,780	LF	\$18.00	\$104,040.00
				Subtotal	\$2,120,416.45
POTABLE WATER IMPROVEMENTS					
21	6" Pipe w/Fittings	1,239	LF	\$62.00	\$76,818.00
22	6" Gate Valve	2	EA	\$1,729.00	\$3,458.00
23	Fire Hydrant & Appurtenances	1	EA	\$6,149.00	\$6,149.00
24	Fire Service	1	EA	\$2,000.00	\$2,000.00
25	Fire Dept. Connection	1	EA	\$2,500.00	\$2,500.00
26	1" Water Service	1	EA	\$1,521.00	\$1,521.00
27	Connect to Existing Waterline	1	EA	\$2,500.00	\$2,500.00
				Subtotal	\$94,946.00
DRAINAGE IMPROVEMENTS					
28	12" HDPE	644	LF	\$47.00	\$30,268.00
29	18" HDPE	261	LF	\$100.00	\$26,100.00
30	18" Flared End Section	4	EA	\$1,200.00	\$4,800.00
31	Type "B" Inlet	12	EA	\$3,200.00	\$38,400.00
32	Rip Rap	3	CY	\$91.70	\$275.10
33	TV Inspection	905	LF	\$2.30	\$2,081.50
				Subtotal	\$101,924.60

SEWER IMPROVEMENTS					
34	6" Pipe Gravity SDR-26	1,187	LF	\$71.00	\$84,277.00
35	Cleanout	1	EA	\$911.00	\$911.00
36	Gravity Service	1	EA	\$1,950.00	\$1,950.00
37	Manhole (48")	10	EA	\$7,057.00	\$70,570.00
38	Connect to Existing Sewerline	1	EA	\$2,500.00	\$2,500.00
39	TV Inspection	1,187	LF	\$2.30	\$2,730.10
				Subtotal	\$162,938.10
DRY UTILITY COSTS					
40	Includes- Joint Utility Trench, Utility Services, Conduit & Service Boxes and Wiring & Transformer	1	LOT	\$50,000.00	\$50,000.00
41	Connection of Dry Utilities to West Side of White Rock Road	1	LS	\$50,000.00	\$50,000.00
				Subtotal	\$100,000.00
				Estimated Direct Construction Cost	\$3,886,456.45
	SWPPP Compliance	3%			\$116,593.69
	Erosion Control Measures	5%			\$194,322.82
	Mobilization	5%			\$194,322.82
				Total Hard Cost	\$4,391,695.79
SOFT COSTS					
A	Soft Costs	30%			\$1,165,936.94
B	Bond Enforcement Costs	2%			\$87,833.92
C	Construction Staking	4%			\$175,667.83
D	Construction Management & Inspection	10%			\$439,169.58
E	Contingency	25%			\$1,097,923.95
				Subtotal Soft Cost	\$2,966,532.21
				Total Estimated Cost	\$7,358,228.00

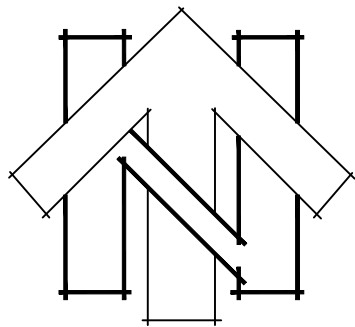
Assumptions:

1. Soft costs include engineering, permitting, CEQA and other consultant work (geotech, biological, archeological)
2. Budget for Dry Utilities is estimated as a budget number. Further design work and information needed to adequately estimate the cost.

Appendix B

Site Layouts

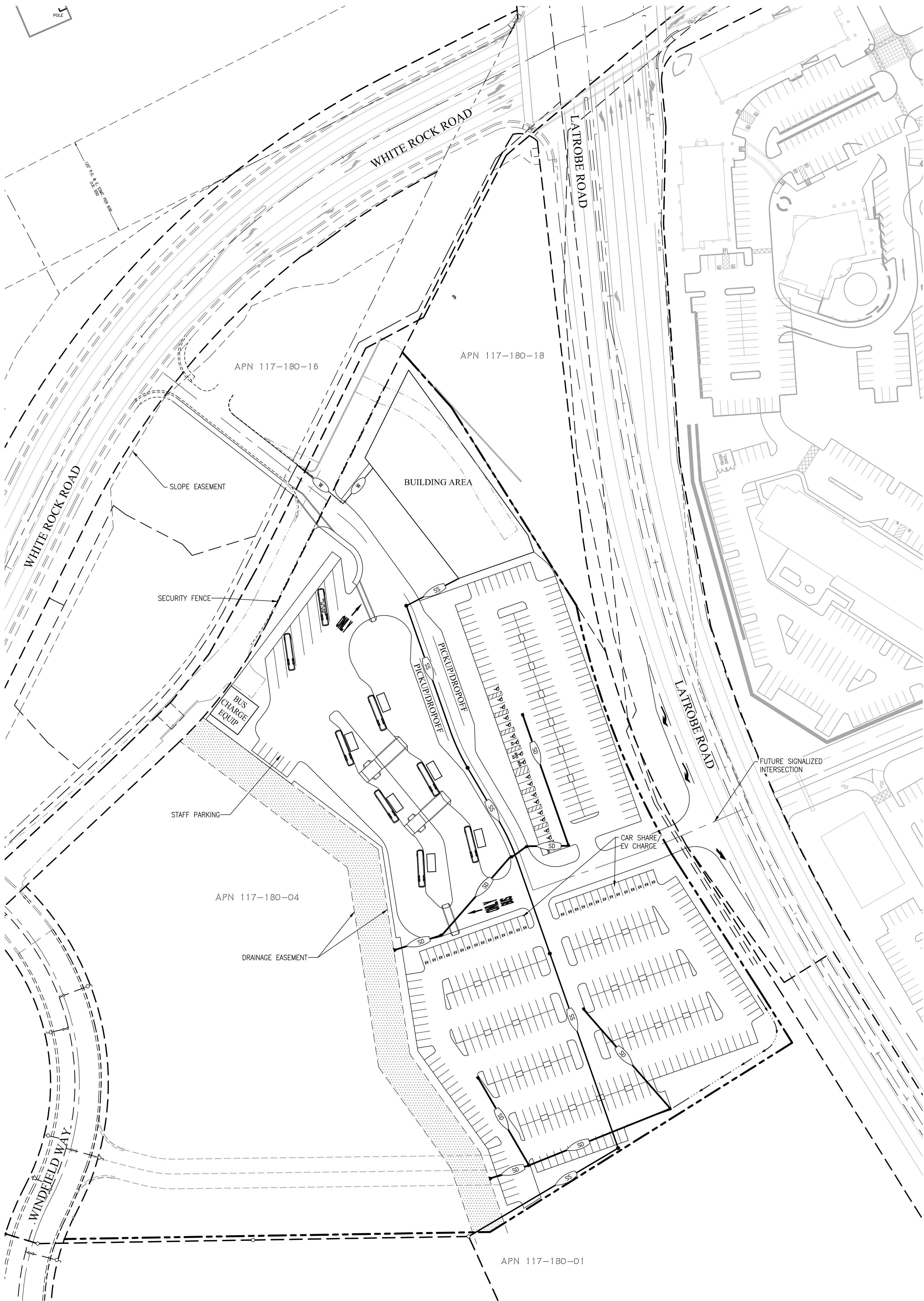
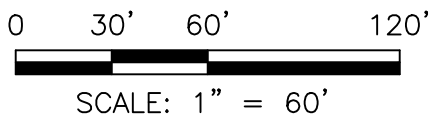
EDC TRANSIT AUTHORITY
PROPOSED LAYOUT FOR SITE 3
EL DORADO COUNTY, CALIFORNIA
SCALE: 1"=60' APRIL, 2020



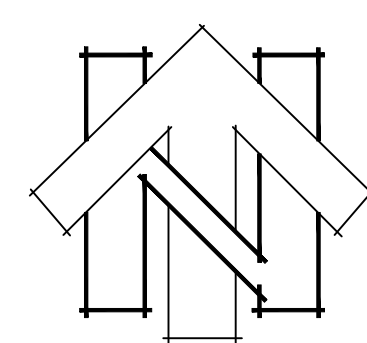
LEGEND

WETLANDS

PARKING BREAKDOWN	
PARK & RIDE PARKING SPACES	390
ADA PARKING SPACES (14 ADA + 2 VAN ADA)	16
EVCS PARKING SPACES	29
ADA EVCS PARKING SPACES (1 ADA + 1 VAN ADA)	2
TOTAL PARKING SPACES	437



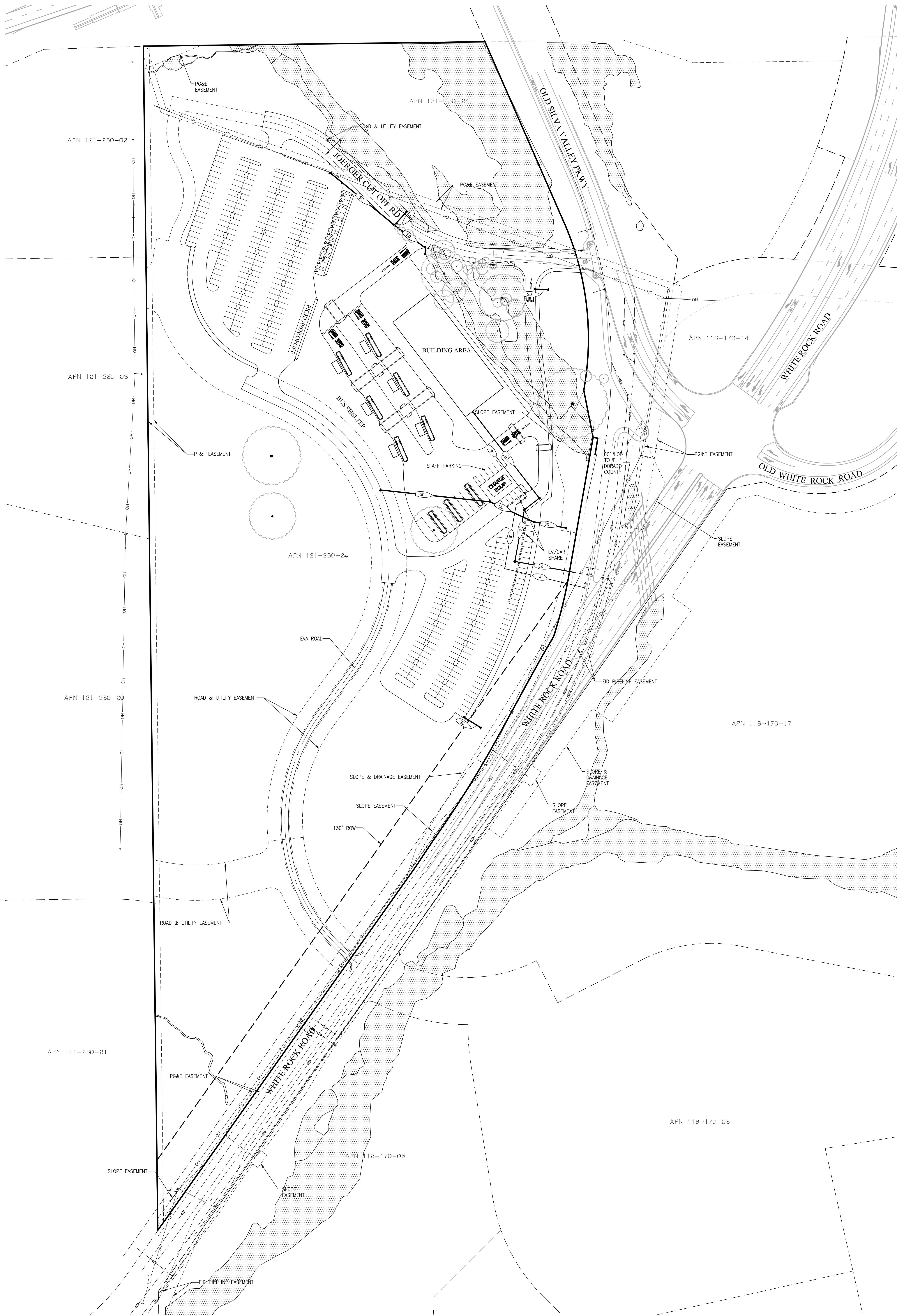
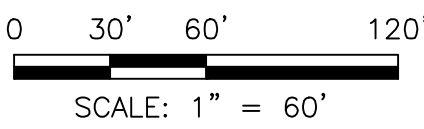
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PROPOSED LAYOUT FOR SITE 5
EL DORADO COUNTY, CALIFORNIA
SCALE: 1"=60' APRIL, 2020



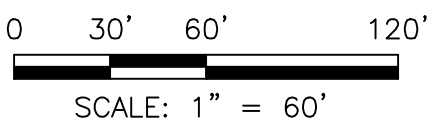
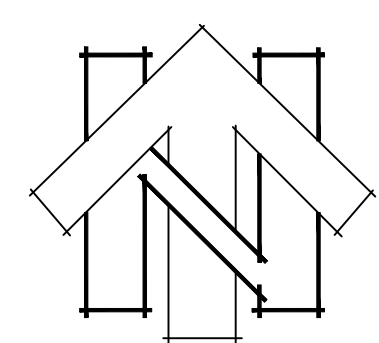
PARKING BREAKDOWN	
PARK & RIDE PARKING SPACES	315
ADA PARKING SPACES (8 ADA + 2 VAN ADA)	10
EVCS PARKING SPACES	22
ADA EVCS PARKING SPACES (1 ADA + 1 VAN ADA)	2
TOTAL PARKING SPACES	349

LEGEND

WETLANDS

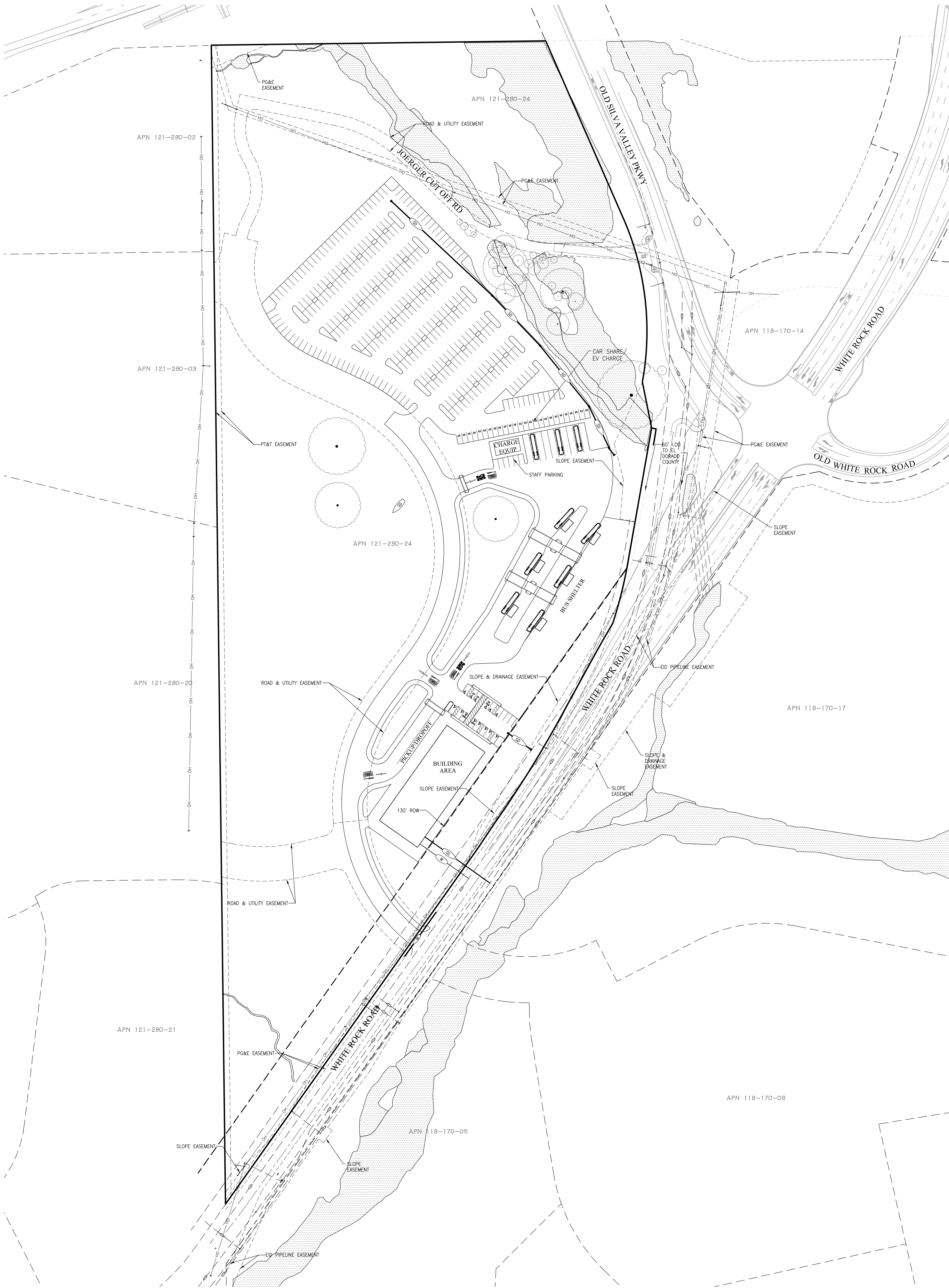


EDC TRANSIT AUTHORITY
PROPOSED LAYOUT FOR SITE 5 - ALTERNATIVE
EL DORADO COUNTY, CALIFORNIA
SCALE: 1"=60' APRIL, 2020



PARKING BREAKDOWN	
PARK & RIDE PARKING SPACES	354
ADA PARKING SPACES (3 ADA + 2 VAN ADA)	11
EVCS PARKING SPACES	26
ADA EVCS PARKING SPACES (2 ADA + 1 VAN ADA)	3
TOTAL PARKING SPACES	394

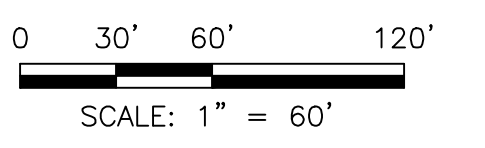
LEGEND



EL DORADO COUNTY, CALIFORNIA
SCALE: 1"=60' APRIL, 2020

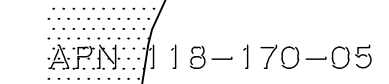
SCALE: 1"=60'

APRIL, 2020



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40	41	42	43	44	45	46	47	48	49
50	51	52	53	54	55	56	57	58	59
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70	71	72	73	74	75	76	77	78	79
80	81	82	83	84	85	86	87	88	89
90	91	92	93	94	95	96	97	98	99

PARK & RIDE PARKING SPACES	361
ADA PARKING SPACES (11 ADA + 2 VAN ADA)	13
EVCS PARKING SPACES	24
ADA EVCS PARKING SPACES (1 ADA + 1 VAN ADA)	2
TOTAL PARKING SPACES	400



AGENDA ITEM 1 D
Consent Item

MEMORANDUM

DATE: July 9, 2020

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: Adopt Resolutions to File and Execute Documents for the FY 2020/21 California State of Good Repair Program

REQUESTED ACTION:
BY MOTION,

- 1. Adopt Resolution No. 20-21 Authorizing the Executive Director to Execute All Documents for the California State of Good Repair Program**
- 2. Adopt Resolution No. 20-22 Authorizing the California State of Good Repair Project List**

BACKGROUND

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

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

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

1. Primary Project - Preventative Maintenance
Preventative maintenance for revenue vehicles
2. Secondary Project - Replacement of Rolling Stock
Planned replacement of up to two (2) local fixed route buses

DISCUSSION

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

Adoption of these resolutions allows agency staff to move forward with the submittal process for the SGR program. Funds would be spent on the primary project Preventative Maintenance first and the secondary project Replacement of Rolling Stock second. Staff recommends the Board consider the above projects for submission to the EDCTC and authorize the Executive Director to execute all documents for the FY 2020/21 California SB1 State of Good Repair Program.

FISCAL IMPACT

The FY 2020/21 allocation represents an estimated total of \$253,381 for projects that are submitted to the EDCTC for the California SB1 State of Good Repair program.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 20-21**

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

WHEREAS, the El Dorado County Transit Authority is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 1 (2017) named the Department of Transportation (Department) as the administrative agency for the SGR; and

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

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

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

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

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a meeting of said Board, held on the 9th Day of July 2020, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 20-22**

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

WHEREAS, the El Dorado County Transit Authority is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 1 (2017) named the Department of Transportation (Department) as the administrative agency for the SGR; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the El Dorado County Transit Authority that it hereby authorizes the submittal of the following project nominations to the Department for FY 2020-21 SGR funds:

Project #1: Preventative Maintenance

Project #2: Vehicle Replacement

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a meeting of said Board, held on the 9th Day of July, 2020, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1 E
Consent Item

MEMORANDUM

DATE: July 9, 2020

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Purchase Order for Unemployment Insurance Coverage for Fiscal Year 2020/21

REQUESTED ACTION:
BY MOTION,

Approve Purchase Order 26167 issued to the Employment Development Department in the amount of \$175,000 for Unemployment Insurance

BACKGROUND

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

March 5, 2020	Board reviewed the Preliminary Operating Budget for FY 2020/21 and formed an ad hoc committee for budget review
April 2, 2020	Board adopted the Preliminary Operating Budget for FY 2020/21
June 4, 2020	Board approved Final operating Budget for FY 2020/21

DISCUSSION

The presented purchase order addresses El Dorado Transit's estimated liability for unemployment insurance expenses for fiscal year (FY) 2020/21. El Dorado Transit's account with the Employment Development Department (EDD) is a reimbursable account. This means that the usual per payroll premium that would be paid to EDD on the behalf of the agency is not taken. When an individual is found to be eligible for this benefit, the EDD bills El Dorado Transit on a dollar for dollar basis.

In typical years El Dorado Transit has either no claims or claims that amount to under the \$25,000 expense threshold allowed to the Executive Director. Management is anticipating an increased number of claims due to the current COVID-19 pandemic and its economic effects.

FISCAL IMPACT

Purchase Order amount is within the overall budget in the proposed Final Fiscal Year 2020/21 Operating Budget presented as a part of this agenda packet.

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

PURCHASE ORDER NO. B26167

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

DATE: 07/01/20

ACCOUNT: 5020.03

CLASS: 125

TO: (EDD) EMPLOYMENT DEVELOPMENT
 DEPARTMENT STATE OF CALIFORNIA
 PO BOX 826219
 ATTN: CASHIER-RB
 SACRAMENTO, CA 94230-6219

SHIP & INVOICE TO:

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

Contact:

Vendor Phone No: (916) 653-5846

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		UNEMPLOYMENT INSURANCE FOR FISCAL YEAR 07/01/20 THROUGH 06/30/21		NOT TO EXCEED: \$175,000.00
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. PURCHASING AGENT			SUBTOTAL	\$175,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$175,000.00

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."

AGENDA ITEM 2 A
Action Item

MEMORANDUM

DATE: July 9, 2020

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: California Public Employers' Retirement System (CalPERS) Final Resolution to Amend contract to include Section 20903 (Two Years Additional Service Credit)

REQUESTED ACTION:
BY MOTION,

1. Adopt Resolution No. 20-18 Authorizing an Amendment to the CalPERS Contract to include Section 20903
2. Approve the Amendment to the Contract to include Section 20903
3. Authorize the Certification of Final Action of the El Dorado County Transit Authority Governing Board

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) contracts with the California Public Employers' Retirement System (CalPERS) under authority of Resolution No. 94-10, adopted August 4, 1994, to provide retirement benefits to its employees.

- June 4, 2020 Board Adopted Resolution No. 20-16 of Intent to approve an amendment to contract for Government Code Section 20903
- June 4, 2020 Board Adopted Resolution No. 20-17 designating the eligibility period from July 10, 2020 through October 9, 2020 for Section 20903

DISCUSSION

Section 20903 (Two Years Additional Service Credit) of the California Public Employees Retirement Law (PERL) allows for those employers who contract for this section to provide two (2) years additional service credit to members who retire during a designated period if member eligibility requirements are met.

The action requested today is the final step in amending our contract with CalPERS to allow for Section 20903.

FISCAL IMPACT

Providing the additional service credit to eligible members does not immediately impact the budget but it does have an associated cost. The added cost to the retirement fund for all eligible members who elect to retire during the designated period will be included in El Dorado Transit's employer contribution rate for the fiscal year that begins two (2) years after the end of the designated period.

Update: Based on the information available as of July 8, 2020, if approved, the additional El Dorado Transit annual contribution to CalPERS starting in FY 2022/23 is now estimated at \$161,842. Staff will be prepared to discuss the various factors used to estimate the fiscal impact at the meeting.

**BOARD OF DIRECTORS
EL DORADO COUNTY TRANSIT AUTHORITY**

**RESOLUTION
AUTHORIZING AN AMENDMENT TO THE CONTRACT**

No. 20-18

WHEREAS, the Board of Administration of the California Public Employees' Retirement System and the Board of Directors of the El Dorado County Transit Authority entered into a contract effective on August 6, 1994 providing for the participation of said public agency in the California Public Employees' Retirement System; and

WHEREAS, it is now desirable to take advantage of certain benefits provided under said Retirement System and not included in said contract;

NOW, THEREFORE, BE IT RESOLVED, that said governing body authorized, and it does hereby authorize, an amendment to said contract, a copy of said amendment attached hereto and by such reference made a part hereof as though herein set out in full; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the presiding officer of said governing body is hereby authorized, empowered and directed to execute said amendment for and on behalf of said public agency.

Adopted this 9th day of July, 2020.

Presiding Officer

Attest:

Clerk/Secretary



California
Public Employees' Retirement System

AMENDMENT TO CONTRACT

**Between the
Board of Administration
California Public Employees' Retirement System
and the
Board of Directors
El Dorado County Transit Authority**

The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective August 6, 1994, and witnessed August 29, 1994, and as amended effective November 11, 2006 which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 10 are hereby stricken from said contract as executed effective November 11, 2006, and hereby replaced by the following paragraphs numbered 1 through 12 inclusive:
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 55 for classic local miscellaneous members and age 62 for new local miscellaneous members.

2. Public Agency shall participate in the Public Employees' Retirement System from and after August 6, 1994 making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.
3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
 - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
 - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
 - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
 - a. Employees other than local safety members (herein referred to as local miscellaneous members).
5. In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:
 - a. **MEMBERS OF THE GOVERNING BODY; AND**
 - b. **SAFETY MEMBERS.**

6. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member shall be determined in accordance with Section 21354 of said Retirement Law (2% at age 55 Full).
7. The percentage of final compensation to be provided for each year of credited prior and current service as a new local miscellaneous member shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Full).
8. Public Agency elected and elects to be subject to the following optional provisions:
 - a. Section 20042 (One-Year Final Compensation) for classic members only.
 - b. Section 20938 (Limit Prior Service to Members Employed on Contract Date).
 - c. Sections 21624 and 21626 (Post-Retirement Survivor Allowance).
 - d. Section 20903 (Two Years Additional Service Credit).
9. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members of said Retirement System.
10. Public Agency shall also contribute to said Retirement System as follows:
 - a. Contributions required per covered member on account of the 1959 Survivor Benefits provided under Section 21573 of said Retirement Law. (Subject to annual change.) In addition, all assets and liabilities of Public Agency and its employees shall be pooled in a single account, based on term insurance rates, for survivors of all local miscellaneous members.
 - b. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
 - c. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.

11. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.
12. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the 9th day of July, 2020.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS
EL DORADO COUNTY TRANSIT
AUTHORITY

BY _____
ARNITA PAIGE, CHIEF
PENSION CONTRACTS AND PREFUNDING
PROGRAMS DIVISION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____
PRESIDING OFFICER

Witness Date

Attest:

Clerk



California Public Employees' Retirement System
Financial Office | Pension Contracts and Prefunding Programs Division
P.O. Box 942703, Sacramento, CA 94229-2703
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

**CERTIFICATION
OF
FINAL ACTION OF GOVERNING BODY**

I hereby certify that the Board of Directors of the
(governing body)

El Dorado County Transit Authority
(public agency)

considered and adopted on July 9, 2020, by an affirmative vote of a
(date)

majority of the members of said Governing Body, **Ordinance/Resolution** No. 20-18
approving the attached contractual agreement between the Governing Body of said Agency and
the Board of Administration of the California Public Employees' Retirement System, a certified
copy of said **Ordinance/Resolution** in the form furnished by said Board of Administration being
attached hereto.

Adoption of the retirement benefit increase/change was not placed on the consent calendar.

Clerk/Secretary

Title

Date _____

AGENDA ITEM 2 B
Action Item

TIMED ITEM

1:05 PM

PUBLIC HEARING

MEMORANDUM

DATE: July 9, 2020

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Fiscal Year 2020/21 Final Operating Budget

REQUESTED ACTION:

BY MOTION,

- 1. Open Public Hearing**
- 2. Accept Public Comment**
- 3. Close Public Comment**
- 4. Adopt Resolution No. 20-19 Finalizing the Operating Budget for Fiscal Year 2020/21**

BACKGROUND

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

Board actions to date related to the Fiscal Year (FY) 2020/21 Operating Budget:

March 5, 2020	Presentation of the preliminary Operating Budget for FY 2020/21 and appointment of an Ad Hoc Budget Review Committee
	Adoption of Resolution No. 20-07 authorizing the Executive Director to claim Transportation Development Act (TDA) funds for the FY 2020/21 Operating Budget
April 2, 2020	Adoption of the preliminary Operating Budget for FY 2020/21, including minor revisions recommended by the Ad Hoc Committee
May 7, 2020	Review of the proposed FY 2020/21 Personnel Allocation and rescheduling of final Operating Budget adoption to July 9, 2020

June 4, 2020

Adoption of a revised FY 2020/21 Personnel Allocation Table representing a reduction in the workforce and approval of the corresponding Organizational Chart, Salary Schedule and proposed final Operating Budget

DISCUSSION

The proposed final Operating Budget for FY 2020/21 presented for consideration is balanced to projected revenues and includes total operating expenses of \$7,279,928. As noted in the attached budget report there are eight (8) changes, highlighted in bold, between the proposed FY 2020/21 Operating Budget approved on June 4, 2020 and the final version proposed for adoption. These changes include the following:

Revenue

- 4270.00 - Adjustment made to balance budget after recognizing final revenue and expense line item estimates
- 4270.01 - Estimates have been restored to original levels as information from the State indicates these funds are stable.
- 4109.04 - Estimates have been restored to original levels as information from the State indicates these funds are stable.
- 5060.00 – Offset Reserve Funds (ORF) restricted funds held by California Transit Indemnity Pool (CalTIP) for use towards future premiums has been adjusted to actual

Total change of \$72,000

Salary and Benefit Accounts

No changes from June 4, 2020 approved agenda item

Service and Supply Accounts

- 5060.04 - Insurance Premium EPLI Package has been increased to reflect closer to actual expense
- 5030.00 – Professional Services has been increased to reflect the matching portion of grant funding awarded for the Zero Emissions Bus study
- 4108.03 – Fair Shuttle AB2766 Grant has been adjusted to show estimated total project cost
- 6270.00 – Contingency has been recalculated to reflect 3% of total operating expenses prior to line item inclusion

All other revenue and expenditure projections remain unchanged from the last Operating Budget presented for approval in June 2020. The Executive Director and Finance Manager will continue to closely monitor actual revenues and expenses. Per the El Dorado Transit Bylaws, the Board delegates authority to the Executive Director to adjust expenditures between line items within the

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

The annual Operating Budget is typically brought before the Board at least one more time at the mid-year point for approval of significant adjustments. Given the unusual circumstances posed by the pandemic, staff anticipates providing updates on budgetary matters on no less than a quarterly basis throughout the fiscal year. Any recommended revisions to the Board adopted FY 2020/21 Operating Budget will be presented for full consideration in open session.

Staff recommends adoption of the attached Resolution No. 20-19 finalizing the El Dorado Transit Operating Budget for FY 2020/21.

FISCAL IMPACT

The proposed final Operating Budget for FY 2020/21 reflects \$7,279,928 in total operating expenditures balanced to projected available Federal, State and project specific revenues.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 20-19**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY ADOPTING THE FINAL OPERATING
BUDGET FOR FISCAL YEAR 2020/21**

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

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

WHEREAS, the preliminary Fiscal Year 2020/21 Operating Budget was presented at public meeting on March 5, 2020: and

WHEREAS, the preliminary Fiscal Year 2020/21 Operating Budget was adopted at public meeting on April 2, 2020: and

WHEREAS, the proposed Operating Budget for Fiscal Year 2020/21 ending June 30, 2021 is based upon the projected level of service; and

WHEREAS, the proposed Fiscal Year 2020/21 Operating Budget projected revenue is based on known levels of anticipated funding.

NOW THEREFORE, BE IT RESOLVED, the El Dorado County Transit Authority hereby adopts the final Operating Budget for Fiscal Year 2020/21 ending June 30, 2021 considered at the July 9, 2020 Board meeting.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 9th day of July 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

EL DORADO COUNTY TRANSIT AUTHORITY
PROPOSED FINAL OPERATING BUDGET 2020/2021

OPERATING BUDGET		FY 2020/2021	FY 2020/2021
		Final	Final
REVENUE ACCOUNTS		Approved 06/04/2020	Proposed 07/09/2020
4000.00	Transportation Development Act (TDA/LTF)	\$3,258,206	\$3,258,206
4270.00	State Transit Assistance (TDA/STA)	\$951,503	\$951,503
4270.00	State Transit Assistance (TDA/STA) From Capital	\$1,416,927	\$1,237,208
4270.01	State Transit Assistance (TDA/STA)/State of Good Repair (SGR)	\$152,029	\$253,381
4970.00	Interest Income	\$10,000	\$10,000
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$538,231	\$538,231
4300.00	Cash Fares	\$43,750	\$43,750
4310.00	Contract Services	\$115,500	\$115,500
4320.00	Charter Services	\$0	\$0
4330.00	Commuter Route Fare Media	\$196,500	\$196,500
4350.00	Local Route Fare Media	\$19,000	\$19,000
4360.00	Paper Scrip	\$7,000	\$7,000
4400.00	Advertising Revenue	\$8,000	\$8,000
4990.00	Misc. Revenue	\$400	\$400
4107.03	Fair Shuttle AB2766 Grant	\$32,000	\$32,000
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant	\$200,509	\$334,181
4112.00	FTA Section 5307 Grant Income - Preventative Maintenance (PM)	\$250,000	\$250,000
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$8,374	\$25,068
TOTAL REVENUES		\$7,207,928	\$7,279,928
SALARY & BENEFIT ACCOUNTS			
5010.00	Regular Employees	\$2,270,000	\$2,270,000
5010.02	Temporary Employees	\$60,000	\$60,000
5010.07	Overtime	\$50,000	\$50,000
5010.08	On Call Pay	\$7,000	\$7,000
5010.09	CRDI and Shift Pay	\$15,000	\$15,000
5020.01	Employee Retirement	\$511,000	\$511,000
5070.01	(OASDI - Payroll Tax) FICA	\$3,800	\$3,800
5070.02	MEDICARE - Payroll Tax	\$34,000	\$34,000
5020.02	Health Insurance	\$1,052,200	\$1,052,200
5020.03	Unemployment Insurance	\$175,000	\$175,000
5020.04	LT Disability/Life Ins	\$29,000	\$29,000
5020.05	Worker's Comp	\$388,493	\$388,493
TOTAL SALARY & BENEFITS		\$4,595,493	\$4,595,493
SERVICE & SUPPLY ACCOUNTS			
5090.02	Clothing & Supplies	\$3,240	\$3,240
5090.05	Uniforms - Other	\$10,000	\$10,000
5050.01	Communications - Phone	\$28,800	\$28,800
5090.20	Communications - Radio	\$900	\$900
5090.01	Household Expenses	\$14,175	\$14,175
5060.01	Insurance Premiums/Public Liability	\$620,000	\$620,000
5060.02	Insurance Premiums/Physical Damage	\$25,000	\$25,000
5060.03	Insurance Premiums/Commercial	\$14,000	\$14,000
5060.04	Insurance Premium EPLI Package	\$18,000	\$20,000
5090.06	Service Contracts/Equipment	\$170,000	\$170,000
5160.07	Park and Ride Maintenance	\$13,000	\$13,000
5160.01	Maintenance/Buildings	\$6,200	\$6,200
5160.03	Maintenance/Equipment	\$3,000	\$3,000
5160.05	Maintenance/Grounds	\$5,500	\$5,500
5160.09	Maintenance/Bus Stop	\$2,000	\$2,000
5160.00	Maintenance/Other	\$2,500	\$2,500
5040.00	Vehicle Maintenance (In-House)	\$342,000	\$342,000
5040.02	Vehicle Maintenance/Tires & Tubes	\$90,000	\$90,000
5040.03	Vehicle Maintenance/Lubricants	\$27,900	\$27,900
5040.04	Vehicle Maintenance/Small Tools - Shop	\$3,870	\$3,870
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$38,700	\$38,700
5090.50	Safety Equipment/Training	\$20,000	\$20,000
5090.40	Memberships	\$3,600	\$3,600
5090.70	Office Expense	\$13,500	\$13,500
5090.80	Postage	\$3,600	\$3,600
5090.00	Operating Expense - Other	\$1,350	\$1,350
5030.00	Professional Services	\$220,000	\$250,000
5030.10	Employee Medical Exams	\$8,100	\$8,100
5030.30	Background Checks	\$1,800	\$1,800
5090.08	Pubs/Legal Notices	\$2,000	\$2,000
5090.75	Printing	\$13,500	\$13,500
5120.02	Rents/Leases - Equipment	\$21,000	\$21,000
5120.03	Rents/Leases Park and Rides	\$9,000	\$9,000
5140.01	Equipment Purchase - Data Processing	\$1,000	\$1,000
5140.05	Equipment Purchase - Office	\$1,800	\$1,800
5150.00	Special Department Expense	\$1,500	\$1,500
5150.01	Marketing	\$9,000	\$9,000
5090.30	Staff Development/Travel	\$15,000	\$15,000
5040.01	Fuel Purchase	\$500,000	\$500,000
5090.72	Bank Charges	\$400	\$400
5090.73	Credit Card Charge Fees	\$3,500	\$3,500
5090.74	Connect Card Administration Expenses	\$40,000	\$40,000
5050.02	Utilities	\$54,000	\$54,000
5050.03	Utilities/ Park & Rides	\$20,000	\$20,000
4108.03	Fair Shuttle AB2766 Grant	\$0	\$38,000
6270.00	Contingency	\$210,000	\$212,000
TOTAL SERVICES AND SUPPLIES		\$2,612,435	\$2,684,435
TOTAL OPERATING EXPENSES		\$7,207,928	\$7,279,928

AGENDA ITEM 2 C
Action Item

TIMED ITEM

1:06 PM

PUBLIC HEARING

MEMORANDUM

DATE: **July 9, 2020**

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Fiscal Year 2020/21 Final Capital Improvement Plan and Capital Budget

REQUESTED ACTION:

BY MOTION,

- 1. Open Public Hearing**
- 2. Accept Public Comment**
- 3. Close Public Comment**
- 4. Adopt Resolution No. 20-20 Finalizing the Fiscal Year 2020/21 Capital Improvement Plan and Capital Budget**

BACKGROUND

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

Board actions to date related to the Fiscal Year (FY) 2020/21 Capital Improvement Plan (CIP) and Capital Budget:

March 5, 2020	Presentation of the preliminary Capital Budget for FY 2020/21 and appointment of an Ad Hoc Budget Review Committee
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April 2, 2020 Adoption of the preliminary CIP and Budget for FY 2020/21

May 7, 2020 Rescheduling of final Capital Budget adoption to July 9, 2020

June 4, 2020	Approval of a revised FY 2020/21 final Operating Budget including the reprogramming of \$1.4M in State funds from the Capital Budget to offset expected revenue losses
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DISCUSSION

The El Dorado County Transit Authority Capital Improvement Plan, Fiscal Year 2020/21 recommends capital projects and identifies funding for maintenance facility projects, vehicle purchase, software and hardware upgrades, safety and security, and park and ride improvements. As noted in the attached CIP there are two (2) changes, highlighted in bold, between the proposed FY 2020/21 Capital Budget approved on June 4, 2020 and the final version proposed for adoption. These changes include the following:

- Project 18-02, Bus Stop Amenities, has been reactivated to allow for the release of an estimated \$15,000 necessary for timely completion of bus stop improvements as part of the City of Placerville's Upper Broadway Bike Lanes Project
- Project 19-01, IT Upgrade and Replacement 5-Year Plan, has been reactivated to allow for the release of an estimated \$15,000 necessary for timely completion of remaining projects within the adopted timeframe

Staff recommends adoption of Resolution 20-20 finalizing the FY 2020/21 CIP and corresponding Capital Budget as presented.

FISCAL IMPACT

The proposed FY 2020/21 Capital Budget is unchanged from the version approved on June 4, 2020, except for the reinstatement of \$30,000 for the timely completion of the two projects listed above. As presented, the FY 2020/21 CIP represents an estimated \$8,751,833 in total project costs.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 20-20**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY ADOPTING THE FINAL CAPITAL
BUDGET FOR FISCAL YEAR 2020/21**

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

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

WHEREAS, the preliminary Fiscal Year 2020/21 Capital Budget was presented at public meeting on March 5, 2020; and

WHEREAS, the preliminary Fiscal Year 2020/21 Capital Budget was adopted at public meeting on April 2, 2020; and

WHEREAS, the proposed Capital Budget for Fiscal Year 2020/21 ending June 30, 2021 is based upon the projected level of service; and

WHEREAS, the proposed Fiscal Year 2020/21 Capital Budget projected revenue is based on known levels of anticipated funding.

NOW THEREFORE, BE IT RESOLVED, the El Dorado County Transit Authority hereby adopts the final Capital Budget for Fiscal Year 2020/21 ending June 30, 2021 considered at the July 9, 2020 Board meeting.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 9th day of July 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

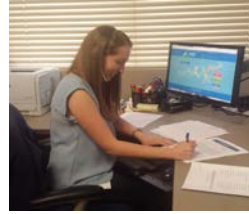
John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board



EL DORADO TRANSIT



Fiscal Year 2020/21

Capital Improvement Plan

July 9, 2020

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

EL DORADO COUNTY TRANSIT AUTHORITY
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2020/2021

EL DORADO COUNTY TRANSIT AUTHORITY

CAPITAL IMPROVEMENT PLAN

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

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

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

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

The Capital Improvement Plan and Capital Budget for 2020/21 identify funding transit capital projects with; Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA) funds, California Transit Security Grant Program - California Transit Assistance Funds (CTSGP-CTAF), deferred State Transit Assistance (STA) funds, Federal Transit Administration (FTA) Section 5307 funds, Federal Transit Administration (FTA) Section 5310 funds, Federal Transit Administration (FTA) Section 5339 funds, Congestion Mitigation and Air Quality (CMAQ) funds and through public financing.

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

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Western Placerville Interchange (WPI) – Park and Ride Project

Project No. 12-06 (6)

All work related to the full build out of a Park and Ride lot within the Western Placerville Interchange (WPI).

The El Dorado County Transit Authority Park-and-Ride Facilities Master Plan, August 2009 contemplates the rough grading for two (2) Future Park and ride facilities within the Western Placerville Interchanges project.

Environmental review will be incorporated in the City of Placerville scope of a supplemental Environmental Impact Report (EIR).

Potential 150 +/- will be located between the off ramp and Forni Road

Total Project Cost Engineers Estimate for full park and ride build out is \$2,230,000.

COST SUMMARY (ESTIMATE)

	<u>Adopted Budget</u>
Western Placerville Interchange Park & Ride	<u>\$2,865,620</u>
<i>Total Project Cost</i>	<i>\$2,865,620</i>

FUNDING SOURCES

FY 2010/11 Public Transportation Modernization, Improvement, and Service Enhancement Program (PTMISEA)	\$1,270,620
2013/14 Congestion Mitigation and Air Quality (CMAQ)	\$1,100,000
Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) FY (10/11)	\$ 160,000
State Transit Assistance (STA)	<u>\$ 335,000</u>
<i>Total Revenue</i>	<i>\$2,865,620</i>

Metal Fabrication Tools

Maintenance Facility

Project No. 14-03

The El Dorado County Transit Authority (El Dorado Transit) operates a maintenance facility to repair and maintain all fleet vehicles excluding major body repairs, paint and windshield installation. The facility includes three (3) large bays and repair stations.

When a bus receives body damage maintenance staff contacts vendors to perform work. The acquisition of a vertical band saw, foot shear, sheet metal brake, plasma cutter, heavy duty work benches and combination belt and disc sander allows staff to perform the fabrication of metal panels significantly reducing body damage repair costs.

COST SUMMARY (ESTIMATE)

Adopted Budget

Vertical Band Saw	\$ 3,604
Foot Shear	\$ 1,723
Sheet Metal Brake	\$ 1,095
Plasma Cutter	\$ 1,590
Heavy Duty Work Benches	\$ 1,464
Combination Disc Sander	\$ 1,380
10% Contingency	<u>\$ 1,087</u>
<i>Total Project Cost</i>	<i>\$11,942</i>

FUNDING SOURCE

State Transit Assistance (STA)	<u>\$11,942</u>
<i>Total Revenue</i>	<i>\$11,942</i>

Park-and-Ride Parking Lot Maintenance

Project No. 15-08

The El Dorado County Transit Authority (El Dorado Transit) utilizes and maintains several Park-and-Ride locations throughout El Dorado County. General maintenance is done on a regular basis including landscaping services.

Normal wear and tear on these locations requires larger projects such as re-striping, asphalt repairs, curb repairs and other items on an as needed basis.

Included within this project element will be the needs of the El Dorado Hills Theater temporary parking lot.

COST SUMMARY (ESTIMATE)

Adopted Budget

Park-and-Ride Parking Lot Maintenance	<u>\$250,000</u>
<i>Total Project Cost</i>	<i>\$250,000</i>

FUNDING SOURCE

State Transit Assistance (STA)	<u>\$250,000</u>
<i>Total Revenue</i>	<i>\$250,000</i>

Bus Stop Improvements with new Shelter and Amenities on Upper Broadway, Placerville

Project No. 17-03 (2)

The El Dorado County Transit Authority (El Dorado Transit) operates a local fixed route service in the City of Placerville that includes stops on Broadway. Currently one (1) stop meets design standards on the south side.

El Dorado Transit recommends an advertising shelter with a schedule holder. This would meet El Dorado Transit design standards. The advertising program managed by El Dorado Transit provides shelter and bus stop maintenance and miscellaneous revenue. The shelter maintenance is performed by the third party advertising contractor saving the El Dorado Transit resources (staff time and funding).

Project will include the build-out of a bus turnout and the acquisition and installation of bus shelter, waste receptacle, wall schedule, tax, delivery and solar power if required.

COST SUMMARY (ESTIMATE)

	Adopted <u>Budget</u>
Bus Stop Improvements	\$356,864
Contingency 10%	<u>\$ 35,686</u>
<i>Total Project Cost</i>	<i>\$392,550</i>

FUNDING SOURCE

State Transit Assistance (STA)	<u>\$392,550</u>
<i>Total Revenue</i>	<i>\$392,550</i>

Maintenance Facility – Safety and Equipment

Project No. 17-05

The El Dorado County Transit Authority (El Dorado Transit) operates a maintenance facility to repair and maintain all fleet vehicles excluding major body repairs, paint and windshield installation. The facility includes three (3) large bays and repair stations to allow for multiple repairs to occur simultaneously.

It has been identified that several projects can be made to increase productivity as well as the addition of safety equipment.

<i>COST SUMMARY (ESTIMATE)</i>	<u>Adopted Budget</u>
Cable Harness System	\$10,000
Oil Tank Relocation	\$ 3,000
Opacity Testing Machine	\$10,000
Pallet Racking System	\$25,000
Contingency (10%)	<u>\$ 4,800</u>
<i>Total Project Cost</i>	<i>\$52,800</i>

FUNDING SOURCES

State Transit Assistance (STA)	<u>\$52,000</u>
<i>Total Revenue</i>	<i>\$52,000</i>

Bus Shelters Amenities

Project No. 18-02

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

COST SUMMARY (ESTIMATE)

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

FUNDING SOURCE

State Transit Assistance (STA)	<u>\$165,000</u>
<i>Total Revenue</i>	<i>\$165,000</i>

Vehicle Replacement

Services: Local Fixed Route Bus Replacement

Project No. 18-04 (3)

El Dorado Transit was awarded three (3) Federal Transit Administration (FTA) Section 5339 grants for the purchase of four (4) low-floor clean diesel transit buses for fiscal years 2018 and 2019. These buses will replace three (3) 35' BlueBird brand buses that are no longer supported by the manufacturer and one (1) 2012 International 32' cutaway previously designated for early disposal.

Four (4) 35' BLUEBIRD AND ONE (1) 32' INTERNATIONAL BUSES

EDCTA #	Vehicle Type	Mileage 03/20/2020
0608	2006 BlueBird Bus	296,636
0609	2006 BlueBird Bus	436,793
0610	2006 BlueBird Bus	396,253
1201	2012 International	139,853

COST SUMMARY (ESTIMATE)

	Adopted <u>Budget</u>
Four (4) Low-Floor Clean Diesel Transit Buses	\$1,941,276
Contingency @ 10%	<u>\$ 194,128</u>
<i>Total Project Cost</i>	<i>\$2,135,404</i>

FUNDING SOURCES

Federal Transit Administration 5307	\$ 196,253
Federal Transit Administration 5339	\$1,355,747
State Transit Assistance (STA)	<u>\$ 583,404</u>
<i>Total Revenue</i>	<i>\$2,135,404</i>

Radio System

Project No. 18-06 (2)

The El Dorado County Transit Authority (El Dorado Transit) utilizes a radio system to communicate between dispatch personnel and bus drivers. This project will upgrade the radio system to improve range and performance to cover all areas of bus service.

COST SUMMARY (ESTIMATE)

Adopted Budget

Radio System	\$100,210
Contingency 10%	<u>\$ 10,021</u>
<i>Total Project Cost</i>	<i>\$110,231</i>

FUNDING SOURCES

Proposition 1B	
California Transit Security Grant Program -	
California Transit Assistance Fund	
(CTSGP-CTAF) (Proposition 1B) FY 16/17	\$ 99,883
State Transit Assistance (STA)	<u>\$ 10,348</u>
<i>Total Revenue</i>	<i>\$110,231</i>

IT Upgrade and Replacement 5-year plan

Project No. 19-01

The most recent assessment of the El Dorado County Transit Authority's (El Dorado Transit) network in November 2017 yielded a 5-year IT plan to proactively replace IT network hardware and software according to its estimated life span. Included in this plan is desktops, laptops, servers, network equipment and software upgrades during Fiscal Year 2018/19 through Fiscal Year 2022/2023.

COST SUMMARY (ESTIMATE)

	Adopted <u>Budget</u>
IT Upgrade and Replacement Plan	\$127,850
10% Contingency	<u>\$ 12,785</u>
<i>Total Project Cost</i>	<i>\$140,635</i>

FUNDING SOURCES

State Transit Assistance (STA)	<u>\$140,635</u>
<i>Total Revenue</i>	<i>\$140,635</i>

Administration Building Safety Improvements

Project No. 19-03

The El Dorado County Transit Authority (El Dorado Transit) understands the most important asset is its employees. Being proactive will reduce potential threats. Following recent trends of violence in the workplace, a walk through assessment was completed by two (2) deputies from the El Dorado County Sheriff's Department and Office of Emergency Services. As a result, the Administration Building Safety Improvement will enhance the overall employee safety and security and address opportunities within the facility.

El Dorado Transit will install one (1) cashiers window in the reception area; install three (3) panic alarms (1 in dispatch and 2 in the reception area); install two (2) exterior windows in two (2) offices and one (1) sliding window connecting two (2) offices. Installing the improvements will allow for safer and more secure interactions from external and internal customers. The enclosed windows with addition of panic alarms will limit exposure to physical threat and allow a quicker response from emergency services. The added windows will allow for an added security measure and an extra escape route if other egress routes are not accessible.

COST SUMMARY (ESTIMATE)

	<u>Adopted Budget</u>
Equipment and Installation of two (2) exterior windows- one (1) connector window	\$ 11,000
Equipment and Installation of three (3) panic switches	\$ 2,000
Purchase and Installation of one (1) cashier windows	\$ 6,000
Contingency 15%	<u>\$ 3,150</u>
<i>Total Project Estimate</i>	<i>\$ 24,150</i>

FUNDING SOURCES

State Transit Assistance (STA)	<u>\$ 24,150</u>
<i>Total Revenue</i>	<i>\$ 24,150</i>

Vehicle Replacement – Demand Response

Services: Local Bus Route
Dial-A-Ride

Project No. 19-04 (3)

The El Dorado County Transit Authority (El Dorado Transit) was awarded a Federal Transit Administration (FTA) grant to replace five (5) local fixed route cutaway buses and five (5) Dial-A-Ride minivans that are beyond useful life. All vehicles will be moved into back-up status.

This project replaces:

EDCTA #	Vehicle Type	Mileage 03/20/2020
1013	2010 Chevy Minivan	128,454
1101	2011 Chevy Minivan	169,354
1301	2013 Chevy Minivan	176,447
1302	2013 Chevy Minivan	191,625
1303	2013 Chevy Minivan	200,895
0703	2007 Chevy 26- passenger bus	348,168
0704	2007 Chevy 26- passenger bus	394,425
0901	2009 Chevy 26- passenger bus	297,327
0902	2009 Chevy 26- passenger bus	289,298
0903	2009 Chevy 26- passenger bus	277,394

COST SUMMARY (ESTIMATE)

Adopted Budget

Five (5) Minivans	\$ 335,000
Five (5) Cut-A-Way Buses	\$ 548,000
Equipment Installation	\$ 91,880
Contingency 5%	<u>\$ 44,150</u>
<i>Total Project Cost</i>	<i>\$1,019,030</i>

FUNDING SOURCES

Federal Transit Administration (FTA) 5310 Enhanced Mobility of Seniors and Individuals with Disabilities	\$ 610,000
State Transit Assistance	<u>\$ 409,030</u>
<i>Total Revenue</i>	<i>\$1,019,030</i>

Facility Surveillance System Upgrade

Project No. 20-01

In 2011, El Dorado County Transit Authority (El Dorado Transit) installed a surveillance and personnel/vehicle access control systems. The project included installing interior and exterior, day/night video surveillance cameras with supporting recording hardware and software, and key card access control doors and vehicle gates.

The software has reached its end of life and the software developer will no longer provide support. This project will include updating the software and any hardware components necessary.

COST SUMMARY (ESTIMATE)

	<u>Adopted Budget</u>
Facility Surveillance System Upgrade	\$15,000
10% Contingency	<u>\$ 1,500</u>
<i>Total Project Cost</i>	<i>\$16,500</i>

FUNDING SOURCES

State Transit Assistance	<u>\$16,500</u>
<i>Total Revenue</i>	<i>\$16,500</i>

Automatic Bus Washer Retrofit

Project No. 20-02 (2)

El Dorado County Transit Authority (El Dorado Transit) purchased the current administration building and property in 199x. During the original build-out the bus washer and fleet parking lot were constructed at that time.

This bus washing system has been properly maintained and has reached beyond the estimated useful life. Due to its advanced age replacement parts are difficult to source and have forced the in-house fabrication of parts.

This project will include the removal and retrofit of the bus wash system.

COST SUMMARY (ESTIMATE)

	Adopted <u>Budget</u>
Automatic Bus Washer Retrofit	\$100,000
10% Contingency	<u>\$ 10,000</u>
<i>Total Project Cost</i>	<i>\$110,000</i>

FUNDING SOURCE

Federal Transit Administration (FTA) 5307	\$ 80,503
State Transit Assistance (STA)	<u>\$ 24,497</u>
<i>Total Revenue</i>	<i>\$110,000</i>

Administration / Maintenance Facility Equipment

Project No. 20-03

El Dorado Transit may have the need during the Fiscal Year 2019/20 to procure items considered incidental in nature, but are above the \$1,000 threshold that designates an asset posted to the depreciation schedule. Examples of this would include the replacement of small office equipment/furniture and/or replacement of Maintenance equipment.

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

COST SUMMARY (ESTIMATE)

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

FUNDING SOURCES

State Transit Assistance (STA)	<u>\$40,000</u>
<i>Total Revenue</i>	<i>\$40,000</i>

Maintenance Facility Swamp Cooler and Steam Cleaner Modifications

Project No. 20-04 (2)

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

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

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

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

COST SUMMARY (ESTIMATE)

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

FUNDING SOURCES

State Transit Assistance	<u>\$151,335</u>
<i>Total Revenue</i>	<i>\$151,335</i>

Vehicle Replacement – Local Fixed Route

Project No. 20-05

This project will replace two (2) current Blue Bird buses with two (2) low floor fixed route buses.

This project replaces:

EDCTA #	Vehicle Type	Mileage 03/20/2020
0606	2006 BlueBird Xcel 37	271,352
0607	2006 BlueBird Xcel 37	340,318

COST SUMMARY (ESTIMATE)

	Adopted <u>Budget</u>
Two (2) Buses	\$ 980,000
Contingency 10%	<u>\$ 98,000</u>
<i>Total Project Cost</i>	<i>\$1,078,000</i>

FUNDING SOURCES

Pending Funding	\$1,000,000
State Transit Assistance (STA)	<u>\$ 78,000</u>
<i>Total Revenue</i>	<i>\$1,078,000</i>

Vehicle Replacement – Demand Response

Project No. 20-06

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

This project replaces:

EDCTA #	Vehicle Type	Mileage 03/20/2020
1304	2013 Dodge Caravan	191,452

COST SUMMARY (ESTIMATE)

Adopted Budget

One (1) Ford Transit Van	\$79,000
10% Contingency	<u>\$ 7,900</u>
<i>Total Project Cost</i>	<i>\$86,900</i>

FUNDING SOURCE

Federal Transit Administration (FTA)	
Section 5310 Grant	\$56,000
State Transit Assistance (STA)	<u>\$30,900</u>
<i>Total Revenue</i>	<i>\$86,900</i>

On-Board Camera System Power Supply Upgrades

Project No. 21-01 (2)

All El Dorado County Transit Authority (El Dorado Transit) revenue service vehicles (RSV) have Luminator Technology Group (LTG) on-board video surveillance systems installed. The primary purpose of these systems is to manage risk and capture video evidence of incidents and accidents.

Power is provided directly to these systems from the vehicle battery. In 2019, two collisions occurred where the impacts were at the vehicle batteries box locations disrupting the power supply to the on-board surveillance systems which ultimately caused the loss of valuable evidence.

This project would involve purchasing an auxiliary device known as the LTG RoadRunner HD Uninterruptible Power Supply with SuperCap Technology (RR-HDUPS-S) for 41 RSV's. Essentially, the RR-HDUPS-S is a data loss protection device designed to provide power to the on-board surveillance system for three (3) minutes in the event of a power loss from the vehicle's battery supply.

This project

COST SUMMARY (ESTIMATE)

	<u>Adopted Budget</u>
RR-HDUPS-S (41 totals @ \$679.00 per unit)	\$28,583.00
Contingency 10%	<u>\$ 2,858.00</u>
<i>Total Project Cost</i>	<i>\$31,441.00</i>

FUNDING SOURCES

State Transit Assistance	<u>\$31,441.00</u>
<i>Total Revenue</i>	<i>\$31,441.00</i>

Vehicle Replacement – Maintenance Truck

Project No. 21-02 (2)

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

This project replaces:

EDCTA #	Vehicle Type	Mileage 03/20/2020
0702	Dodge Dakota Truck	72,009

COST SUMMARY (ESTIMATE)

Adopted Budget

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

FUNDING SOURCES

State Transit Assistance	<u>\$31,095.00</u>
<i>Total Revenue</i>	<i>\$31,095.00</i>

Administration / Maintenance Facility Equipment

Project No. 21-03

El Dorado Transit may have the need during the Fiscal Year 2020/21 to procure items considered incidental in nature but are above the \$1,000 threshold that designates an asset posted to the depreciation schedule. Examples of this would include the replacement of small office equipment/furniture and/or replacement of Maintenance equipment.

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

COST SUMMARY (ESTIMATE)

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

FUNDING SOURCES

State Transit Assistance (STA)	<u>\$40,000</u>
<i>Total Revenue</i>	<i>\$40,000</i>

El Dorado County Transit Authority

Proposed Capital Improvement Plan Budget FY 2020/21

Status	CIP Project Number	Project Description	Budget	Deferred STA* \$3,053,113	FTA Section 5307 \$276,756	FTA Section 5310 \$666,000	FTA Section 5339 \$1,355,747	PTMISEA 10/11 \$1,430,620	CTSGP-CTAF \$110,231	CMAQ \$1,100,000
ACTIVE	12-06	Western Placerville Interchange (WPI) Park and Ride	\$2,865,620	\$335,000				\$1,430,620		\$1,100,000
POSTPONED	14-03	Metal Fabrication Tools	\$11,942							
POSTPONED	15-08	Park-and-Ride Parking Lot Maintenance	\$250,000							
ACTIVE	17-03	Bus Stop Improvements - Upper Broadway	\$392,550	\$392,550						
POSTPONED	17-05	Maintenance Facility - Safety and Equipment	\$52,000							
ACTIVE	18-02	Bus Shelter Amenities	\$165,000	\$15,000						
ACTIVE	18-04	Vehicle Replacement - Local Fixed Route - Gillig	\$2,135,404	\$583,404	\$196,253		\$1,355,747			
ACTIVE	18-06	Radio System	\$110,231						\$110,231	
ACTIVE	19-01	IT Upgrade and Replacement 5 Year Plan	\$140,635	\$15,000						
POSTPONED	19-03	Administration Building Safety Improvements	\$24,150							
ACTIVE	19-04	Vehicle Replacement - Demand Response	\$1,019,030	\$409,030		\$610,000				
POSTPONED	20-01	Facility Surveillance Upgrade	\$16,500							
PLANNED	20-02	Automatic Bus Washer Retrofit	\$110,000	\$29,497	\$80,503					
POSTPONED	20-03	Administration / Maintenance Facility Equipment	\$40,000							
POSTPONED	20-04	Maintenance Facility Swamp Cooler and Steam Cleaner Modifications	\$151,335							
PLANNED	20-05	Vehicle Replacement - Local Fixed Route	\$1,078,000							
ACTIVE	20-06	Vehicle Replacement - Demand Response - Transit Van	\$86,900	\$30,900		\$56,000				
POSTPONED	21-01	On-Board Camera System Power Supply Upgrades	\$31,441							
POSTPONED	21-02	Vehicle Replacement - Maintenance Truck	\$31,095							
POSTPONED	21-03	Administration / Maintenance Facility Equipment	\$40,000							
Project Totals			\$8,751,833	\$1,810,381	\$276,756	\$666,000	\$1,355,747	\$1,430,620	\$110,231	\$1,100,000
Remaining Funds Available				\$1,242,732	\$0	\$0	\$0	\$0	\$0	\$0

*Balance Per FY 2018/19 Audited Financials

AGENDA ITEM 2 D
Action Item

MEMORANDUM

DATE: July 9, 2020

TO: El Dorado County Transit Authority

FROM: Maria Harris, Human Resources Manager

SUBJECT: Ratification of the Executive Director Employment Contract

REQUESTED ACTION:

BY MOTION,

**Final ratification of the Executive Director Employment Contract
approved June 4, 2020.**

BACKGROUND

June 4, 2020 The El Dorado County Transit Authority Board (Board) negotiated the terms of a contract with current Executive Director, Matthew Mauk. The term of the employment contract shall end on June 30, 2023.

DISCUSSION

The matter before the Board today is final ratification of the employment contract and public comment. The employment contract is attached as Exhibit A.

**EMPLOYMENT AGREEMENT BETWEEN THE
EL DORADO COUNTY TRANSIT AUTHORITY AND
THE EXECUTIVE DIRECTOR**

This Agreement (hereinafter referred to as the “Agreement”), effective July 1, 2020, is entered into by and between the El Dorado County Transit Authority located at 6565 Commerce Way, Diamond Springs, California (hereinafter referred to as “EDCTA”), and Matthew Mauk (hereinafter referred to as the “Executive Director,” collectively referred to as the “Parties”). In consideration of the mutual promises made herein, the parties agree to the following;

WHEREAS, the County of El Dorado and the City of Placerville have entered into a Joint Powers Agreement establishing the EDCTA;

WHEREAS, paragraph eight (8) of the Joint Powers Agreement provides that the Executive Director serves at the pleasure of the EDCTA Board of Directors (the “Board”) and further establishes the powers and duties of the Executive Director.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

I. Description of Executive Director Duties.

The Executive Director shall do and perform all services, acts, or deeds necessary or advisable to fulfill the duties of the Executive Director including duties specified by the Board. The powers and duties of the Executive Director shall be as set forth in paragraph eight (8) of the Joint Powers Agreement. However, the Executive Director shall at all times comply with and be subject to the direction of the Board and the policies established by the Board.

II. Employment Status.

The Executive Director shall serve at the pleasure of the Board as a management and supervisory employee who is not entitled to any overtime or compensatory time off. The Executive Director shall work those hours that are necessary to perform the duties and responsibilities of the position.

III. Termination of Employment.

A. Executive Director is an “at will” employee and Board may terminate this Agreement at any time after the effective date, for any reason or no reason, immediately upon written notice to the Executive Director as further specified herein. In the event of termination without cause by Board, the Executive Director shall be entitled to severance pay equal to three (3) months salary from the effective date of termination and continuation of health, dental, and vision insurance coverage for three (3) months from the effective date of termination. In the event the termination is for cause, the payment of severance pay and continuation of health, dental, and vision insurance coverage as described in this paragraph shall not be provided.

However, in either case the Executive Director shall be entitled to compensation for all accrued vacation leave and salary earned as of the effective date of termination.

B. Prior to terminating the Executive Director for cause, Board shall give the Executive Director thirty (30) days written notice of its intention to terminate him for cause. Any decision to terminate the Executive Director for cause shall be effective upon the date determined by Board, except that such date shall not be sooner than thirty (30) calendar days after the notice of termination is given to the Executive Director, unless otherwise agreed to by the Board and the Executive Director. In the event that the Executive Director is terminated for cause, all rights and obligations of the Parties under the Agreement shall be deemed fully satisfied on the effective date of the termination and the Executive Director shall not be entitled to any further benefit under the Agreement, unless otherwise agreed to by the Board and the Executive Director.

C. Executive Director may terminate employment upon providing the Board with thirty (30) days written notice of termination. If the Executive Director terminates employment at any time, he shall forfeit any severance pay and shall only be entitled to compensation for all accrued vacation leave and salary earned as of the effective date of termination.

D. Notwithstanding any other provision of the Agreement, Board and Executive Director may, by mutual consent, terminate this Agreement before its expiration.

IV. Compensation.

Board may review Executive Director's salary and adjust at its sole discretion. The Executive Director's base pay as of the date of this agreement shall be Step 1 of the Executive Director - Contract Salary Schedule, which is attached hereto as Attachment A. The Board may grant merit increases to the Executive Director during the term of this Agreement. The award of a merit increase shall be reflected in the minutes of the Board.

V. Benefits.

A. Retirement. The Executive Director shall pay the Executive Director's contribution to the Public Employee's Retirement System. EDCTA shall provide matching amounts for supplemental retirement account contributions at levels that are at least equal to that provided to other EDCTA management employees.

B. Health, Dental, and Other Insurance Premiums. EDCTA shall provide the option for health, dental, and vision insurance for the Executive Director and family at levels that are at least equal to that provided to other EDCTA employees at the same contribution rate for full-time regular employees.

C. Flexible Spending Account. EDCTA shall provide a matching contribution to the Executive Director's Flexible Spending Account of \$6,000 per calendar year subject to the terms set forth in Board Resolution No. 13-17.

D. Vacation Leave, Sick Leave, Management Leave, and Holidays. The Executive Director shall accrue vacation at the rate of 4.7 hours per pay period with a 320-hour vacation accrual cap. Sick leave shall accrue at the rate of 3.7 hours per pay period with a maximum sick leave accrual of 504 hours. The Executive Director shall be granted 80 hours of management leave per fiscal year as per adopted *El Dorado County Transit Authority Policies and Procedures*. Holidays shall be granted as provided for other employees and approved policies.

E. Life Insurance. EDCTA shall furnish a life insurance policy in Executive Director's name with a face value of \$100,000.00 payable to beneficiaries as designated by Executive Director during Executive Director's employment with the EDCTA.

VI. Evaluations.

The Board shall evaluate the Executive Director's performance at least annually and shall coordinate with the Executive Director to set performance goals and objectives for the ensuing fiscal year.

VII. Indemnity.

A. EDCTA shall include the Executive Director as a named insured in its liability and errors and omissions insurance policies.

B. EDCTA shall, to the full extent permitted by law, defend, hold harmless, and indemnify the Executive Director from any and all demands, claims, suits, actions, and legal proceedings brought against him in his personal or official capacity as an agent and/or employee of EDCTA, provided that the incident arose while the Executive Director was acting on matters related to his employment with EDCTA.

C. In no event will any individual Board member be personally liable for indemnifying the Executive Director.

VIII. Term of Agreement.

This Agreement shall be for the period beginning on July 1, 2020, and ending June 30, 2023.

IX. Entire Agreement.

This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the employment of the Executive Director by EDCTA and contains all of the covenants and agreements between the parties with respect to that employment in any manner whatsoever. Each party to this Agreement acknowledges that no representations have been made by any party or anyone acting on behalf of any party that are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Each party has been advised to seek the advice of legal counsel regarding any of the agreements, terms, and covenants contained in this Agreement.

X. Modification.

No changes, amendments, or alterations shall be effective unless in writing and signed by both parties.

XI. Law Governing Agreement.

This Agreement shall be governed by and construed in accordance with the laws of the State of California.

XII. Delivery of Notices.

All notices permitted or required under the Agreement shall be given to respective parties at the following address:

Executive Director:



EDCTA:

6565 Commerce Way
Diamond Springs, California

Such notices shall be deemed received when personally delivered or when deposited in the U.S. Mail. However, actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

XIII. Headings.

The headings of sections of the Agreement have been inserted for convenience of reference only and shall not affect the interpretation of any of the provisions of the Agreement.

XIV. Attorney's Fees.

In the event of any action or proceeding to enforce or construe any of the provisions of the Agreement, Executive Director and EDCTA shall each bear the cost of their own attorney's fees and costs regardless of the outcome of the action or proceeding.

XV. Severability.

If any portion of the Agreement is declared invalid or unenforceable by a court of competent jurisdiction, such declaration shall not affect the validity or enforceability of the remaining provisions of the Agreement.

XVI. No Assignment.

The Executive Director may not assign or transfer any rights granted or obligations assumed in the Agreement.

El Dorado County Transit Authority

DATED: _____

By: _____
Matthew Mauk, Executive Director

DATED: _____

By: _____
John Hidahl
Chairperson, EDCTA

El Dorado County Transit Authority
ADOPTED SALARY SCHEDULE FOR FISCAL YEAR 2018/19

JOB CLASSIFICATION	STEP	1	2	3	4	5	6	7
EXECUTIVE DIRECTOR - CONTRACT	Hourly	55.48	58.25	61.17	64.23	67.44	70.81	74.35
	Monthly	9,616.53	10,097.36	10,602.28	11,132.51	11,689.25	12,273.73	12,887.51



Newsletter

July – September 2020
Volume 4 – Number 3

COVID – 19 Response

El Dorado Transit has continued to monitor COVID-19 since the initial outbreak and is continuing to follow recommendations by the Centers for Disease Control and Prevention (CDC), the California Department of Public Health (CDPH) and El Dorado County Health and Human Services.

To help address the potential spread of the Coronavirus and other diseases, we have taken the proactive measure to increase scheduled vehicle cleaning to include the nightly disinfection of buses as well as cleaning throughout the day. We will continue to monitor the situation and adapt or add to these efforts as recommended by the CDC, State of California or El Dorado County.

In addition, we went temporarily fare-free on April 4, 2020 to decrease the financial burden on our passengers, and to reduce direct contact through the exchange of fare collection and processing. We anticipate reinstating fares on August 1, 2020.

On buses that have a front door and a rear door, passengers who are physically able are asked to board and exit the bus through the rear door. The front door is offered to those requiring a ramp.

While we continue to disinfect driver and passenger areas, we ask passengers to practice social distancing. To assist in this effort, we have posted limits on the number of passengers in each bus.

For updates, please follow us on Facebook and Twitter and sign up for email alerts at eldoradotransit.com.



New SeeClickFix Customer Service Portal

El Dorado Transit has partnered with SeeClickFix to introduce a new platform that will allow customers to report issues, submit comments and suggestions, and get the latest news and route information.

With the free SeeClickFix app and web tools, customers will now be able to provide El Dorado Transit with pictures, specific descriptions, and more valuable information needed to improve Transit in our community. In addition, the SeeClickFix platform also offers a centralized and integrated management system, whereby El Dorado Transit officials can engage further with customers, track issues and monitor success.

The app is also a tool to find the latest El Dorado Transit news, route schedules and maps with links for trip planning, Connect Card, and pass sales. In addition, app users can receive alert notifications.

SeeClickFix is available for download on Android and iPhone. In addition to the mobile app, customers can submit their suggestions and comments at eldoradotransit.com under Customer Service.

Additional Services During the COVID-19 Pandemic

During the COVID-19 pandemic, El Dorado Transit has continued to offer standard services such as Local Fixed Routes, ADA transportation, Dial-a-Ride, and a modified Commuter service. In addition, we have offered temporary services for our community.

Beginning April 13, 2020, we began offering free local home grocery and pharmacy delivery. The service is available to current Dial-a-Ride customers until further notice. The customer places their order at the store or pharmacy, pays for their order and arranges for us to pick up the order. The customer then contacts us to schedule the delivery. We then deliver the order to the customer's front door.

Beginning June 16, 2020, we partnered with the Senior Nutrition Program to assist in providing free transportation and delivery service for current Dial-a-Ride customers. We are temporarily offering either free transportation to and from the Senior Nutrition Program drive-up location or free food delivery until further notice. The drive-up locations include the Placerville Senior Center, the Cameron Park Community Center, and the Pollock Pines Community Center. If delivery is requested, we will deliver the order to the customer's front door.

We are doing what we can to help our community during this pandemic.

Holiday Schedule July – September 2020

El Dorado Transit will be closed and will not operate on the following holidays:

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



Bus Route Updates

The following route updates will go into effect on Monday, July 13, 2020:

Route: 20 – Placerville One bus providing hourly service with direct transfers at the Placerville Station Transfer Center with Route 60 – Pollock Pines/Camino and with the 50 Express. New stops will be added at Eskaton Village Placerville, Grocery Outlet (Broadway), Main St. at Spring St., and Canal St. at Moulton Dr.

Route: 25 – Saturday Express New stops will be added at Grocery Outlet (Broadway), Main St. at Spring St., and Placerville Dr. at Cold Springs Rd.

Route: 30 – Diamond Springs/El Dorado First route will start at 7:00 a.m.

Route: 35 – Diamond Springs/El Dorado Saturday Add Eskaton Lincoln Manor as a request stop after Prospector Plaza.

Route: 40 – Cameron Park/Shingle Springs Add Marshall Medical as a request stop.

Route: 50 Express
Three buses providing hourly service with direct transfers at the Placerville Station Transfer Center with Route 20 – Placerville and with Route 60 – Pollock Pines/Camino. The 50 Express will serve the stops in the Placerville Dr. area that were previously served by Routes 20 and 60. New stop will be added at Placerville Dr. at Cold Springs Rd. The 50 Express will continue to provide direct transfers with Route 30 and Route 40.

Route 60: – Pollock Pines/Camino
One bus providing hourly service with direct transfers at the Placerville Station Transfer Center with Route 20 – Placerville and with the 50 Express.

91 New Route schedules are available in the News section at eldoradotransit.com.

SIGN UP FOR RIDER ALERTS

