

AGENDA ITEM 1 H
Consent Item

MEMORANDUM

DATE: **October 3, 2024**

TO: **El Dorado County Transit Authority**

FROM: **Julie Petersen, Finance Manager**

SUBJECT: **Purchase Order Increase for Southern Tire Mart**

REQUESTED ACTION:
BY MOTION,

Approve Revised Purchase Order B30177 issued to Southern Tire Mart in the amount of \$85,000 for Fleet Vehicle Tires

BACKGROUND

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

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

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

DISCUSSION

The presented purchase order issued to Southern Tire Mart is one of two vendors El Dorado Transit uses to supply the fleet with new Tires. The availability of diverse types and sizes can vary between these vendors.

The requested action is simply reallocating the budget between the two current vendors.

- Southern Tire Mart Purchase Order No. B30177
5040.02 Fleet Tires in the amount of \$85,000

FISCAL IMPACT

Purchase Order amounts are within the overall budget in the proposed Final Fiscal Year 2024/25 and will not require a budget adjustment at this time.

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

REVISED 10/03/24

PURCHASE ORDER NO. B30177

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

DATE: 07/15/24

ACCOUNT: 5040.02

CLASS: 110

TO: SOUTHERN TIRE MART
 DEPT 143
 PO BOX 1000
 MEMPHIS, TN 38148-0143

SHIP & INVOICE TO:

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

Contact: Austin Shaffer

Vendor Phone No: (916) 447-4220

Fax No: (916) 447-0122

PROMISED DELIVERY DATE		TERMS: NET 10th OF THE FOLLOWING MONTH		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		TIRES FOR FLEET VEHICLES ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/15/24 THROUGH 06/30/25 ALL PRICING THROUGH THE STATE OF CALIFORNIA (SEE ATTACHED)		NOT TO EXCEED \$85,000.00
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	\$85,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$85,000.00

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."