

AGENDA ITEM 2 D
Action Item

MEMORANDUM

DATE: March 1, 2018

TO: El Dorado County Transit Authority

FROM: Scott Ousley, Operations Manager

SUBJECT: Purchase Order No. 23271 to acquire one (1) replacement Class E Cut-A-Way Bus for Demand Response Service

REQUESTED ACTION:
BY MOTION,

1. Approve Purchase Order No. 23271 issued to El Dorado Bus Sales in the amount of \$121,568.28 for acquisition of one (1) replacement Class E Cut-A-Way Bus
2. Authorize Executive Director to execute all documents related to this purchase of one (1) replacement Class E Cut-A-Way Bus

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) purchased transit bus #1606 using Federal Transit Administration (FTA) Section 5310 *Enhanced Mobility of Seniors and Individuals with Disabilities* Grant Program funds. The purpose of the program is to provide capital and operating assistance grants for projects that meet the transportation needs of seniors and individuals with disabilities: where public mass transportation services are otherwise unavailable, insufficient or inappropriate; that exceed the requirements of the ADA; that improve access to fixed route service; that provide alternatives to public transportation.

DISCUSSION

On January 9, 2018, bus number 1606 was involved in an incident rendering the bus inoperable. It was determined the accident was not the fault of El Dorado Transit; the bus was assessed as a total loss.

El Dorado Transit is a member of the California Transit Indemnity Pool (CalTIP) for Liability and Physical Damage insurance coverage. The third party administrators, York Risk Service Group, are recovering the funds from the other party who has been held responsible for the accident. These replacement funds will be recovered prior to delivery of the replacement bus.

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.

The Executive Director certifies that this purchase was processed within approved Purchasing Procedures.

FISCAL IMPACT

Costs associated with this staff report and purchase order are estimates at this time. The intent is to give full authority to the Executive Director to complete this claim and replacement purchase with a zero obligation to El Dorado Transit.

COST SUMMARY

Class E Cut-A-Way Bus		<u>\$ 121,568.28</u>
	<i>Total Project Estimate</i>	<i>\$ 121,568.28</i>

FUNDING SOURCES

Insurance Funds		<u>\$ 121,568.28</u>
	<i>Total Revenue</i>	<i>\$ 121,568.28</i>

EL DORADO COUNTY TRANSIT AUTHORITY

6565 COMMERCE WAY

DIAMOND SPRINGS, CA 95619-9454

(530) 642-5383

PURCHASE ORDER NO. 23271

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

DATE: 03/01/2018

ACCOUNT: 9700.00 CLASS: 125

TO: Creative Bus Sales
13501 Benson Avenue
Chino, CA 91710

SHIP & INVOICE TO:

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

Contact: Dan Williams

Vendor Phone No: 510-728-1500

Fax No:

PROMISED DELIVERY DATE		TERMS: Net 30 Days		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
1	ea	Class E Ford 30' Cutaway Bus / Truck & Body PPI 5/1/17 2.12%	\$86,816.75	\$86,816.75
2	ea	34-16" Flip Seats	\$965.80	\$1,931.60
1	ea	Roof Vent	\$505.50	\$505.50
1	ea	Removable Fuel Access Plate	\$102.12	\$102.12
1	ea	Locking Fuel Door	\$153.18	\$153.18
1	ea	Brake Retarder	\$8,373.84	\$8,373.84
1	ea	AM/FM CD Radio	\$510.60	\$510.60
1	ea	Dialight LED Exterior Lights	\$1,123.32	\$1,123.32
1	ea	Dialight LED Interior Lights	\$868.02	\$868.02
1	ea	Tow Hooks	\$91.90	\$91.90
1	ea	Fare Box Pre-Wire 6' Terminate by Driver's Seat	\$225.00	\$225.00
1	ea	Lift Cover Braun	\$295.00	\$295.00
1	ea	Two Way Radio Wire Prep Terminate Behind Driver's Seat 6'	\$225.00	\$225.00
1	ea	Key Buses Alike	\$153.18	\$153.18
1	ea	Moryde - Mor/Ryde Suspension	\$1,250.97	\$1,250.97
1	ea	Insta-Chain - Automatic Tire Chains	\$5,237.75	\$5,237.75
1	ea	REI - PA System - Handheld Mic & Exterior Speaker	\$712.79	\$712.79
1	ea	Pre-wire Camera System	\$845.00	\$845.00
1	ea	Full Body Paint - One Color	\$4,475.00	\$4,475.00
1	ea	Additional Processing & Tax Fee's	\$164.75	\$164.75
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$114,061.27
			SHIPPING	
			SALES TAX	\$7,507.01
			TOTAL	\$121,568.28

PURCHASING AGENT

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

Circle Distributing: Vendor - Accounting - Requestor - Purchasing