



# EL DORADO TRANSIT

County of El Dorado  
Board of Supervisors Meeting Room  
330 Fair Lane, Bldg. A  
Thursday, November 7, 2019; 1:00 PM

## EL DORADO COUNTY TRANSIT AUTHORITY Regular Meeting

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

### 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.

<b>1. <u>CONSENT CALENDAR</u></b>	<b><u>PAGE</u></b>
A. Approve Conformed Minutes of Regular Meeting October 3, 2019	4
B. Receive and File September 2019 Check Registers	7
C. Receive and File September 2019 Ridership Reports	11

<b>1.</b>	<b><u>CONSENT CALENDAR CONT.</u></b>	<b><u>PAGE</u></b>
	<b>D. 1.</b> Authorize the Executive Director to extend the short term, vehicle lease agreement with Creative Bus Sales, Inc for one (1) cutaway vehicle	15
	2. Approve the revised Purchase Order No. 24229 issued to Creative Bus Sales, Inc. in an amount not to exceed \$50,000	
<b>2.</b>	<b><u>ACTION ITEMS</u></b>	
	<b>A. 1.</b> Approve Revised Purchase Order No. 24277 in the amount of \$496,503.00 issued to Gillig LLC. for the acquisition of one (1) 35 Foot Low Floor Clean Diesel Transit Bus	23
	2. Approve Purchase Order No. 25230 in the amount of \$1,510,668.00 issued to Gillig LLC. for the acquisition of three (3) 35 Foot Low Floor Clean Diesel Transit Buses	
	3. Authorize Executive Director to execute all documents related to this purchase within the approved Capital Improvement Plan Project 18-04 Budget	
<b>3.</b>	<b><u>INFORMATION ITEMS</u></b>	
	<b>A.</b> Draft Western El Dorado County 2019 Short- and Long-Range Transit Plan	27

**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

**RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS**

**ADJOURNMENT**

\* Verbal Report

NEXT REGULARLY SCHEDULED  
EL DORADO COUNTY TRANSIT AUTHORITY BOARD MEETING  
Thursday, December 5, 2019 1:00 P.M.  
County of El Dorado  
Board of Supervisors Meeting Room  
330 Fair Lane, Bldg A  
Placerville, CA 95667

*The El Dorado County Board of Supervisors Meeting Room is accessible for persons with disabilities. In compliance with the Americans with Disabilities Act, if you require modification or accommodation to participate in this meeting, please contact El Dorado County Transit Authority by telephone at (530) 642-5383 or by fax at (530) 622-2877. Requests must be made as early as possible and at least one full business day before the start of the meeting.*

*To listen to open session portions of the meeting in real time, dial (530) 621-7603. This specialized dial in number is programmed for listening only and is operable when the audio system inside the meeting room is activated. Please be advised that callers will experience silence anytime the Board is not actively meeting, such as during Closed Session or break periods.*

*The Agenda is also available on the website [www.eldoradotransit.com](http://www.eldoradotransit.com)*



# **EL DORADO TRANSIT**

**County of El Dorado  
Board of Supervisors Meeting Room  
330 Fair Lane, Bldg. A  
Thursday, October 3, 2019; 1:00 PM**

## **EL DORADO COUNTY TRANSIT AUTHORITY CONFORMED MINUTES Regular Meeting**

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

### **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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

### **ROLL CALL**

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

**A quorum was present**

### **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.

**M/S:** Veerkamp/Hidahl  
**Ayes:** Acuna, Borelli, Frentzen, Hidahl, Veerkamp

**Directors Frentzen and Borelli abstain from item 1A only**

## **OPEN FORUM**

None

### **1. CONSENT CALENDAR**

- A. Approve Conformed Minutes of Regular Meeting September 5, 2019
- B. Receive and File August 2019 Check Register
- C. Receive and File August 2019 Ridership Reports
- D. Receive and File the El Dorado County Transit Authority Self Insurers Annual Report Fiscal Year 2018/19
- E. Adopt Capital Improvement Plan Project 20-06 for Vehicle Replacement
- F. Adopt Resolution No. 19-26 Approving the Amended Salary Schedule for Fiscal Year 2019/20
- G. Adopt Resolution No. 19-27 Authorizing the Executive Director to File a Claim for Fiscal Year 2018/19 Transportation Development Act State of Good Repair Funds

### **2. ACTION ITEMS**

- A. 1. Direct Staff to Continue with the Upper Broadway Bus Stop Improvements Project as Currently Proposed  
  
2. Direct Staff to Prepare an Amended Agreement with the City of Placerville for Construction and Draft Revisions to Capital Improvement Plan Project No. 17-03 per Final Design  
  
**A motion was made by Director Borelli and seconded by Director Acuna to approve this item.**  
  
**Ayes: Acuna, Borelli, Frentzen, Hidahl, Veerkamp**
- B. Receive and File the El Dorado County Transit Authority 2018/19 Administrative Operations Report for the period July 1, 2018 through June 30, 2019

**Receive and File only.**

## **EXECUTIVE DIRECTOR REPORT \***

## **BOARD MEMBER COMMENTS \***

\* Verbal Report

**ADJOURNMENT**

**Chairperson Acuna adjourned the meeting at 1:44 PM. The next regularly scheduled meeting is Thursday, November 7, 2019.**

**Respectfully Submitted,**

**Megan Wilcher  
Secretary to the Board**

AGENDA ITEM 1 B  
Consent Item

**MEMORANDUM**

**DATE:** November 7, 2019  
**TO:** El Dorado County Transit Authority  
**FROM:** Julie Petersen, Finance Manager  
**SUBJECT:** Receive and File September 2019 Check Register

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

Receive and File September 2019 Check Register

**BACKGROUND**

The following check register includes routine transactions for the month of September 2019. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

**DISCUSSION**

Six (6) items merit further detail;

Check #33575 – Brower Mechanical Inc.....\$7,994.00  
This check pays the obligation for air conditioner repairs using State Transit Assistance (STA) funds; CIP Project #20-03.

Check # 33578 – El Dorado County Transportation Commission (EDCTC).....\$1,200.19  
This warrant pays the obligation for the County Line Transit Center Study using Local Transportation Funds (LTF).

Check #33595 – Youngdahl Consulting Group Inc.....\$259.00  
This warrant pays the obligation for soil testing at the Pollock Pines Bus Stop using State Transit Assistance Funds (STA); CIP Project #19-02.

Check #33598 – City National Bank.....\$65,415.53  
This check pays an obligation for Payment #5 of the Capital Purchase of five (5) MCI Commuter Coaches using Local Transportation Funds (LTF).

Check #33599 – Creative Bus Sales.....\$4,504.50  
This check pays the short term lease obligation for a 2018 Ford Cutaway using Local Transportation Funds (LTF).

Check #33614 – CTA Engineering & Surveying.....\$215.00  
This warrant pays the obligation for the Pollock Pines Bus Stop using State Transit Assistance  
Funds (STA); CIP Project #19-02.



# EL DORADO COUNTY TRANSIT AUTHORITY

## Check Register

September 2019

Date	Num	Name	Memo	Amount
09/04/2019	33544	DAWSON OIL	Fuel Purchases - August 2019	\$52,725.84
09/04/2019	33545	GCR TIRES & SERVICE	Fleet Vehicle Tires	\$6,219.50
09/04/2019	33546	OPERATING ENGINEERS - MEDICAL	Health Premium - September 2019	\$52,360.00
09/05/2019	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Medical Premium - September 2019	\$34,961.64
09/05/2019	33547	ABSOLUTE GLASS INC	Fleet Vehicle Window Repairs	\$311.81
09/05/2019	33548	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Employee Paid Premium - September 2019	\$110.46
09/05/2019	33549	AT&T MOBILITY	Monthly Utility Charges	\$187.12
09/05/2019	33550	AUTOZONE	Parts And Supplies	\$471.49
09/05/2019	33551	BUS & EQUIPMENT REPAIR OF CA	Parts And Supplies	\$1,500.20
09/05/2019	33552	C & H MOTOR PARTS	Parts And Supplies	\$388.58
09/05/2019	33553	CAPITOL CLUTCH & BRAKE	Parts And Supplies	\$2,462.87
09/05/2019	33554	CELL ENERGY	Fleet Vehicle Batteries	\$633.68
09/05/2019	33555	EL DORADO DISPOSAL	Monthly Utility Charges	\$337.04
09/05/2019	33556	EMP. MISC. REIMBURSEMENT	DMV / VTT Renewal - DP	\$56.00
09/05/2019	33557	FACTORY MOTOR PARTS	Parts And Supplies	\$248.29
09/05/2019	33558	FASTENAL	Parts And Supplies	\$536.59
09/05/2019	33559	FLEMING DISTRIBUTING CO.	Additives PM Services	\$384.81
09/05/2019	33560	FOLSOM CHEVROLET	Parts And Supplies	\$1,790.20
09/05/2019	33561	FOLSOM LAKE DODGE	Parts And Supplies	\$4,431.86
09/05/2019	33562	G & O BODY SHOP INC	Towing Fee #1001	\$375.00
09/05/2019	33563	GILLIG LLC	Parts And Supplies	\$1,125.85
09/05/2019	33564	KIMBALL MIDWEST	Parts And Supplies	\$136.53
09/05/2019	33565	KINETICO WATER OF PLACERVILLE	Drinking Water Service Sept 2019	\$42.90
09/05/2019	33566	MAG LANDSCAPING INC	Landscape Services - August 2019	\$690.00
09/05/2019	33567	O'REILLY AUTO PARTS	Parts And Supplies	\$581.76
09/05/2019	33568	RIEBES AUTO PARTS	Parts And Supplies	\$170.58
09/05/2019	33569	RTS IT INC	ITCare Gold Service Plan - Sept 2019	\$4,662.50
09/05/2019	33570	TOWN CENTER EAST LP	Lease Pymt for Sept 2019 P&R	\$700.00
09/05/2019	33571	WESTERN TRUCK PARTS LLC	Parts And Supplies	\$455.40
09/09/2019	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE SEPT 06, 2019	\$4,008.34
09/10/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #18 CLASSIC	\$11,584.40
09/10/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #18 PEPRA	\$8,404.68
09/12/2019	33572	AFTERMARKET PARTS CO LLC	Parts And Supplies	\$2,899.56
09/12/2019	33573	APOLLO VIDEO TECHNOLOGY	HD Camera, Exterior, 115 deg FoV	\$1,145.43
09/12/2019	33574	AT&T / CALNET 3	Monthly Utility Charges	\$432.32
09/12/2019	33575	BROWER MECHANICAL INC	Provide & Install 1 Fujitsu Heat Pump	\$7,994.00
09/12/2019	33576	DH SALES LLC	Labor to Install Comp Flow Divider Prts for Maint	\$1,137.60
09/12/2019	33577	EDC FAIR ASSOCIATION, INC.	Fair Grounds P & R Lease Sept 2019	\$150.00
09/12/2019	33578	EDCTC	County Line Transit Center Study	\$1,200.19
09/12/2019	33579	EL DORADO DISPOSAL-HAZARDOUS WASTE & DUMP	Dumping Pallets-August 2019	\$7.66
09/12/2019	33580	EMP. MISC. REIMBURSEMENT	DMV Permit - SR	\$78.00
09/12/2019	33581	EMP. MISC. REIMBURSEMENT	Mileage Reimb - JP	\$49.88
09/12/2019	33582	GIRARD & EDWARDS	Legal Counsel - August 2019	\$3,273.00
09/12/2019	33583	HUNT & SONS INC	Fuel Purchases - August 2019	\$4,256.72
09/12/2019	33584	LANGUAGE LINE SERVICES INC	Interpreter Service-August 2019	\$8.79
09/12/2019	33585	PACIFIC GAS & ELECTRIC	Monthly Utility Charges	\$3,394.91
09/12/2019	33586	QUILL	Misc. Office Supplies	\$265.26
09/12/2019	33587	RESCO PRINTING	Monthly Paper Passes - Qty 7,200	\$1,560.48
09/12/2019	33588	SPOT-ON SIGNS & GRAPHICS	Logo on Acrylic for the Lobby/Install	\$827.62
09/12/2019	33589	TERRIE Y. PROD'HON	CPA Services - August 2019	\$76.00
09/12/2019	33590	TRUE VALUE HARDWARE	Parts And Supplies	\$98.87
09/12/2019	33591	VERIZON WIRELESS	Cellular & Wifi Service - August 2019	\$2,049.08
09/12/2019	33592	VIPER PEST CONTROL INC	Bi-Monthly Pest Control-#6565	\$60.00
09/12/2019	33593	VISA	Monthly Reconciled Charges	\$1,883.08
09/12/2019	33594	XEROX FINANCIAL SERVICES	Lease Payment - September 2019	\$774.35
09/12/2019	33595	YOUNGDAHL CONSULTING GROUP INC	Geotechnical - Soil Testing-PP Bus Stop	\$259.00
09/13/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	GASB 68 REPORTING	\$700.00

**EL DORADO COUNTY TRANSIT AUTHORITY**  
**Check Register**  
**September 2019**

Date	Num	Name	Memo	Amount
09/19/2019	1008	PACIFIC GAS & ELECTRIC	Contract #1244894 - WPI	\$5,198.54
09/19/2019	33596	ADM SCREENING	Random & Pre-Employ Screening August 2019	\$630.00
09/19/2019	33597	AFLAC	Employee Paid Premiums - September 2019	\$1,358.36
09/19/2019	33598	CITY NATIONAL BANK	MCI Lease Agreement #18-005 #5	\$65,415.53
09/19/2019	33599	CREATIVE BUS SALES	2018 Ford Lease VIN#75727-October 2019	\$4,504.50
09/19/2019	33600	DIVIDE SEAMLESS RAIN GUTTERS	3x4 Galv Down Spout 3 Story	\$960.00
09/19/2019	33601	EDC HHSA-PUBLIC HEALTH DIVISION	Pre-Employment PPD Testing & Eval-3 EC's	\$90.00
09/19/2019	33602	EDC RISK MANAGEMENT	Health Insurance September 2019	\$785.32
09/19/2019	33603	EMP. MISC. REIMBURSEMENT	2 Pair Jeans Uniform - SG	\$42.77
09/19/2019	33604	OPERATING ENGINEERS LOCAL UNION #3	Employee Paid Union Dues - September 2019	\$1,800.00
09/19/2019	33605	PETTY CASH	Petty Cash - NM	\$83.72
09/19/2019	33606	PRO-LINE CLEANING SERVICES INC	Janitorial Services - August 2019	\$900.00
09/19/2019	33607	QUILL	Misc. Office Supplies	\$458.47
09/19/2019	33608	STATE OF CA - DEPT OF JUSTICE	Fingerprints, Investigations-Apps & FBI-08/19	\$147.00
09/19/2019	33609	SUN LIFE FINANCIAL	LTD/Life Premium - September 2019	\$2,863.67
09/19/2019	33610	WOLFPACK INSURANCE SERVICES, INC.	Vision/Dental Premium - Oct 2019	\$4,200.20
09/19/2019	33611	CITY OF PLACERVILLE	Livescan Fee for July 2019	\$40.00
09/23/2019	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE SEPT. 20, 2019	\$4,010.38
09/23/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #19 CLASSIC	\$11,660.75
09/23/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #19 PEPRA	\$8,727.88
09/24/2019	33612	CAL.NET	September 2019 Camera Service	\$176.92
09/24/2019	33613	COMCAST	High Speed Cable Internet-Sept 2019	\$243.08
09/24/2019	33614	CTA ENGINEERING & SURVEYING	Pollock Pines Bus Stop thru; August 2019	\$215.00
09/24/2019	33615	EL DORADO IRRIGATION DISTRICT	Monthly Utility Charges	\$1,087.23
09/24/2019	33616	EMP. MISC. REIMBURSEMENT	Refund on Conn Card Cash Value - MP	\$20.00
09/24/2019	33617	EMP. MISC. REIMBURSEMENT	Digital Scale for Weighing Bicycles	\$73.16
09/24/2019	33618	EMP. MISC. REIMBURSEMENT	DMV & VTT Fees - JB	\$56.00
09/24/2019	33619	FEDERAL EXPRESS	Shipping Charges	\$45.18
09/24/2019	33620	GLOBAL DATA VAULT LLC	Monthly Cloud Service	\$300.00
09/24/2019	33621	HUNT & SONS INC	Fuel Purchases - September 2019	\$2,562.07
09/24/2019	33622	IMAGE FACTORY	Local Guide Timetable Edits	\$225.00
09/24/2019	33623	J. C. NELSON SUPPLY CO.	Janitorial Supplies	\$185.30
09/24/2019	33624	NEOPOST USA INC	Lease for Postage Machine-10/19-10/20	\$1,018.52
09/24/2019	33625	PACIFIC MATERIAL HANDLING SOL INC	PM Service-Forklift, Genie Lift & Scrubber	\$490.14
09/24/2019	33626	PAINT SPOT INC	Paint Color to be used-Bldg #6565	\$41.07
09/24/2019	33627	QUILL	Misc. Office Supplies	\$177.93
09/24/2019	33628	SIERRA NEVADA TIRE & WHEEL	Fleet Vehicle Tires	\$3,695.95
09/24/2019	33629	SQUEAKY CLEAN	Int & Ext Window Cleaning/Powerwash Awnings	\$410.00
				<u>\$352,537.36</u>
<b>Total</b>				<b><u>\$352,537.36</u></b>

AGENDA ITEM 1 C  
Consent Item

**MEMORANDUM**

**DATE:** November 7, 2019

**TO:** El Dorado County Transit Authority

**FROM:** Brian James, Planning and Marketing Manager

**SUBJECT:** September 2019 Ridership Report

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

**Receive and File the September 2019 Ridership Report**

**BACKGROUND**

The El Dorado County Transit Authority (El Dorado Transit) staff reports monthly and fiscal year-to-date ridership trend reports at each Board meeting.

**DISCUSSION**

Following is the September 2019 monthly ridership table comparing the current fiscal year to the previous fiscal year.

**September Ridership**

<b>September 2019</b>	<b>September 2018</b>	<b>Increase</b>	<b>% Increase</b>
<b>31,356</b>	<b>29,408</b>	<b>1,948</b>	<b>6.6%</b>

In September, Demand Response ridership increased by 6.3%, Local Fixed Route ridership increased by 4.7%, and Commuter ridership increased by 9.2%. Productivity increased as demonstrated by an 8.3% increase in passengers per revenue hour.

Following is the fiscal year-to-date ridership report and the September 2019 ridership report, comparing the current fiscal year to the previous fiscal year.

Connect Card ridership and the resulting revenue continued to track upward in September 2019. El Dorado Transit recorded 14,505 taps or 46.3% of all ridership in September 2019. Following is the Connect Card Ridership Report for the past twelve (12) months with a graph showing the percent of total Connect Card ridership per month and a graph of the fare revenues.

# Ridership Report Fiscal Year-to-Date

## July 2019 to September 2019

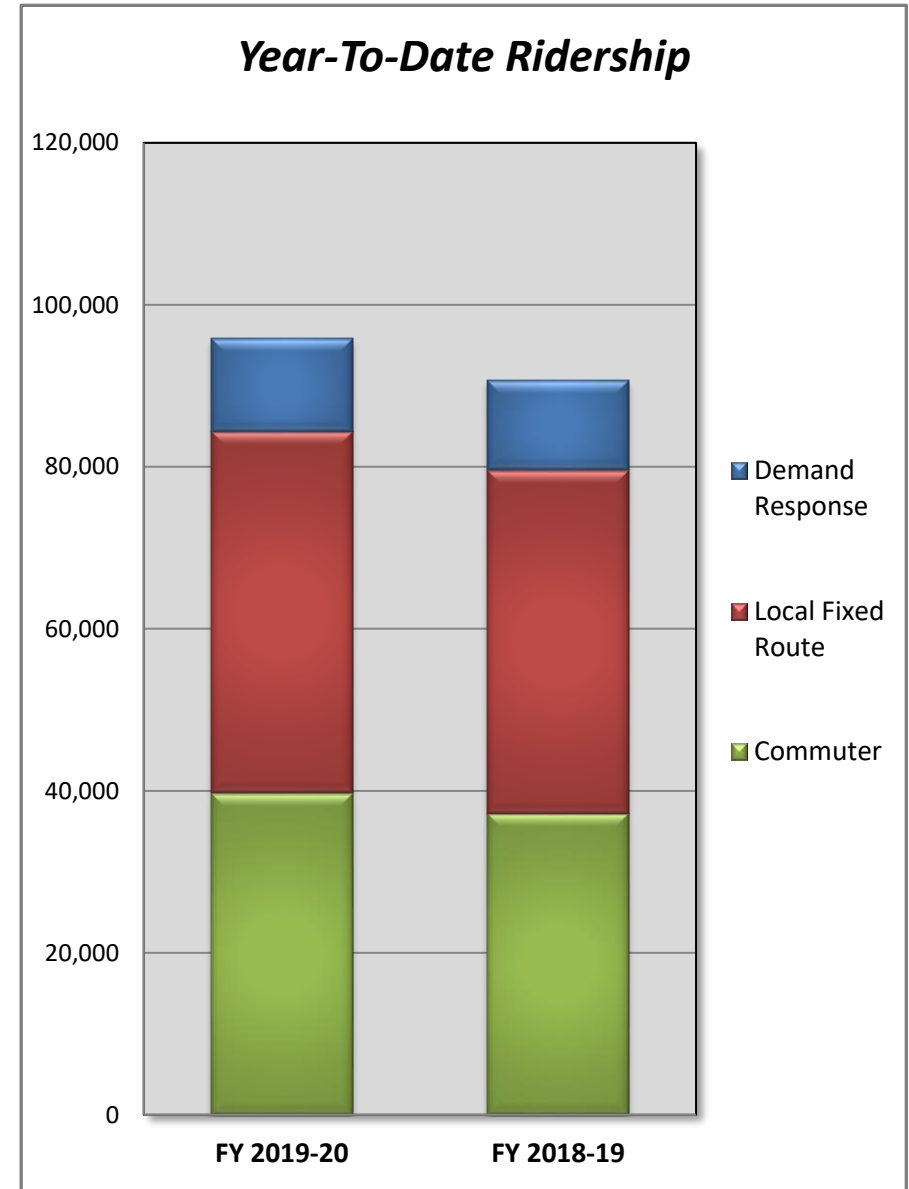


Demand Response	FY 2019-20	FY 2018-19	% Change
Dial-a-Ride	4,084	4,287	-4.7%
Sac-Med	86	82	4.9%
ADA Paratransit	174	203	-14.3%
M.O.R.E.*	5,735	4,885	17.4%
Senior Day Care*	1,364	1,627	-16.2%
<b>Total Demand Response</b>	<b>11,443</b>	<b>11,084</b>	<b>3.2%</b>

Local Fixed Route	FY 2019-20	FY 2018-19	% Change
20 - Placerville	11,041	10,690	3.3%
25 - Saturday Express	1,292	1,125	14.8%
30 - Diamond Springs	6,970	6,616	5.4%
35 - Diamond Springs Saturday	378	349	8.3%
40 - Cameron Park	3,979	3,343	19.0%
50x - 50 Express	10,636	9,951	6.9%
60 - Pollock Pines	10,372	9,193	12.8%
70 - El Dorado Hills	0	1,152	-100.0%
<b>Total Local Fixed Route</b>	<b>44,668</b>	<b>42,419</b>	<b>5.3%</b>

Commuter	FY 2019-20	FY 2018-19	% Change
Sacramento Commuter	39,425	37,049	6.4%
Reverse Commuter	287	135	112.6%
<b>Total Commuter</b>	<b>39,712</b>	<b>37,184</b>	<b>6.8%</b>

	FY 2019-20	FY 2018-19	% Change
<b>Systemwide</b>	<b>95,823</b>	<b>90,687</b>	<b>5.7%</b>
<b>Passengers per Revenue Hour</b>	<b>7.4</b>	<b>6.6</b>	<b>11.1%</b>



\*Contracted Services - Ridership Determined by Client Enrollment

# September 2019 Ridership Report

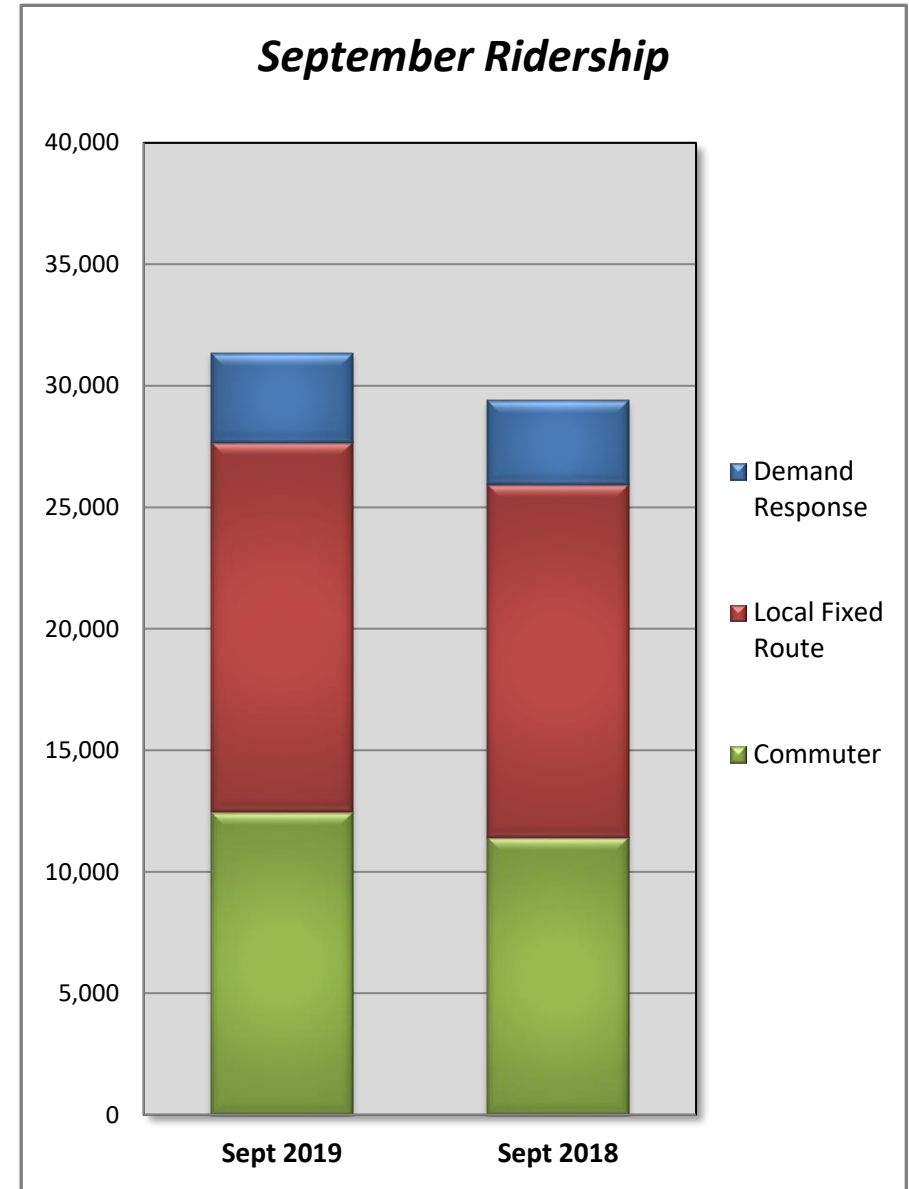


Demand Response	Sept 2019	Sept 2018	% Change
Dial-a-Ride	1,361	1,374	-0.9%
Sac-Med	33	34	-2.9%
ADA Paratransit	40	72	-44.4%
M.O.R.E.*	1,816	1,490	21.9%
Senior Day Care*	430	493	-12.8%
<b>Total Demand Response</b>	<b>3,680</b>	<b>3,463</b>	<b>6.3%</b>

Local Fixed Route	Sept 2019	Sept 2018	% Change
20 - Placerville	3,403	3,356	1.4%
25 - Saturday Express	397	420	-5.5%
30 - Diamond Springs	2,595	2,491	4.2%
35 - Diamond Springs Saturday	107	144	-25.7%
40 - Cameron Park	1,375	999	37.6%
50x - 50 Express	3,929	3,780	3.9%
60 - Pollock Pines	3,412	2,961	15.2%
70 - El Dorado Hills	0	386	-100.0%
<b>Total Local Fixed Route</b>	<b>15,218</b>	<b>14,537</b>	<b>4.7%</b>

Commuter	Sept 2019	Sept 2018	% Change
Sacramento Commuter	12,395	11,371	9.0%
Reverse Commuter	63	37	70.3%
<b>Total Commuter</b>	<b>12,458</b>	<b>11,408</b>	<b>9.2%</b>

	Sept 2019	Sept 2018	% Change
<b>Systemwide</b>	<b>31,356</b>	<b>29,408</b>	<b>6.6%</b>
<b>Passengers per Revenue Hour</b>	<b>7.5</b>	<b>7.0</b>	<b>8.3%</b>



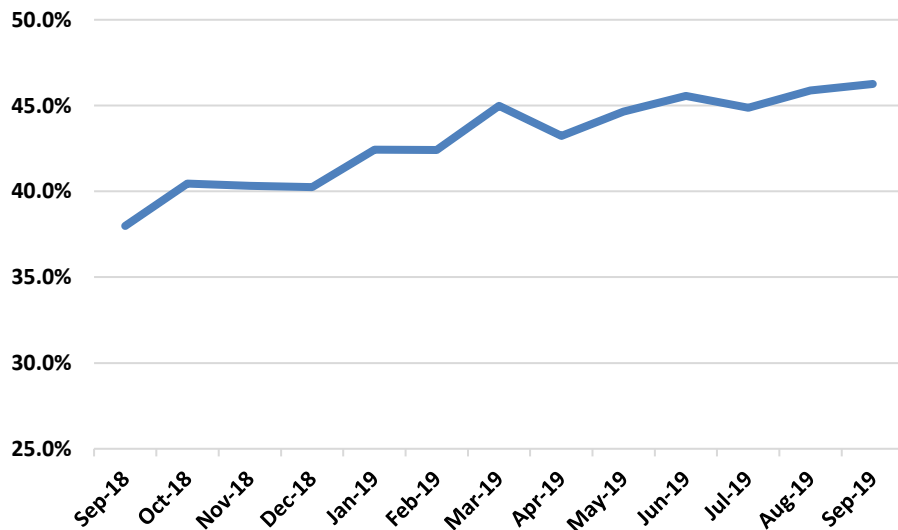
\*Contracted Services - Ridership Determined by Client Enrollment

# Connect Card Ridership Report

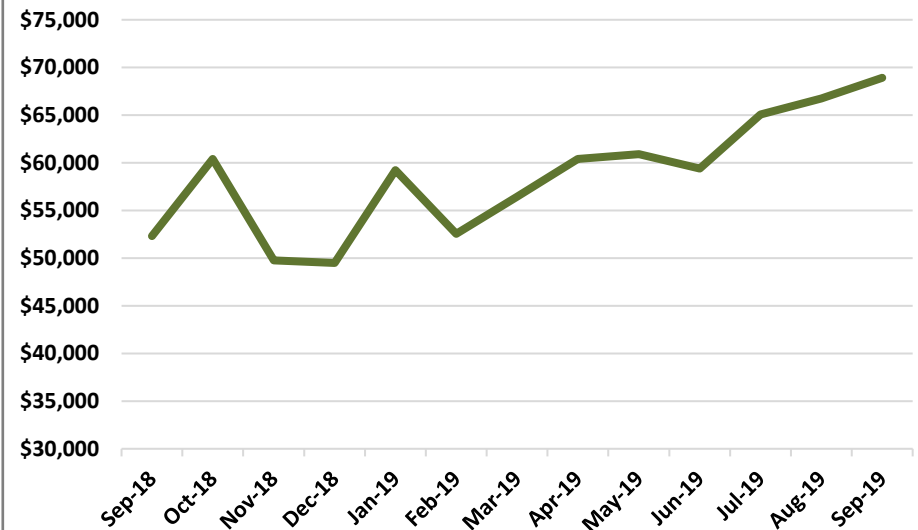


Month	Number of Taps	Total Ridership	% of Total Ridership	Fare Revenue
Sep-18	11,171	29,408	38.0%	\$52,301
Oct-18	14,614	36,127	40.5%	\$60,399
Nov-18	11,378	28,213	40.3%	\$49,762
Dec-18	10,699	26,580	40.3%	\$49,494
Jan-19	13,300	31,340	42.4%	\$59,211
Feb-19	11,299	26,645	42.4%	\$52,547
Mar-19	14,468	32,158	45.0%	\$56,449
Apr-19	13,885	32,111	43.2%	\$60,406
May-19	14,704	32,934	44.6%	\$60,909
Jun-19	12,719	27,915	45.6%	\$59,388
Jul-19	14,091	31,403	44.9%	\$65,071
Aug-19	15,167	33,064	45.9%	\$66,729
Sep-19	14,505	31,356	46.3%	\$68,913

Connect Card Percent of Total Ridership



Connect Card Fare Revenue



AGENDA ITEM 1 D  
Consent Item

**MEMORANDUM**

**DATE:** November 7, 2019

**TO:** El Dorado County Transit Authority

**FROM:** Matthew Mauk, Executive Director

**SUBJECT:** Extension of Vehicle Lease Agreement for One (1) Cutaway

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

1. Authorize the Executive Director to extend the short term, vehicle lease agreement with Creative Bus Sales, Inc. for one (1) cutaway vehicle
2. Approve the revised Purchase Order No. 24229 issued to Creative Bus Sales, Inc. in an amount not to exceed \$50,000

**BACKGROUND**

The El Dorado County Transit Authority (El Dorado Transit) currently owns and maintains thirteen (13) cutaway buses in its passenger fleet. The term “cutaway” refers to smaller, raised floor transit vehicles built on medium duty truck chassis with seating capacity for approximately twenty (20) passengers. El Dorado Transit typically uses at least eight (8) cutaways in fixed route, Dial-A-Ride and contracted demand response services on a daily basis. Some of the cutaways in the fleet are limited to demand response services because of the Federal funding source used to purchase those particular vehicles.

El Dorado Transit is currently waiting for delivery of six (6) replacement cutaway vehicles ordered in February 2019, five (5) of which are scheduled replacements and one (1) replacement for a vehicle totaled in an accident. In addition to the loss of the vehicle that was totaled, a second cutaway received extensive damage in an accident and has been out of service since July 2019. That vehicle is currently undergoing a second round of major frame and body repairs and a return date is uncertain.

**DISCUSSION**

Due to the impacts of the issues discussed above, El Dorado Transit began to experience difficulties in maintaining enough cutaways to provide scheduled services. In an effort to mitigate these fleet shortages, staff executed a short term lease agreement to temporarily acquire one (1) additional cutaway vehicle beginning in June 2019. The agreement with Creative Bus Sales, Inc. (copy attached) included a base five (5) month lease term with a month to month

option thereafter. Exercising the month to month extension is now needed to maintain fleet readiness until the first of the expected replacement cutaways are received and put into service.

Staff recommends extending the short term lease agreement with Creative Bus Sales, Inc. on a month to month basis for a maximum of an additional six (6) months and revising Purchase Order No. 24229 to a total amount not to exceed \$50,000 accordingly. Per the terms of the agreement, El Dorado Transit will have the option to terminate the agreement earlier with thirty (30) days' notice.

### **FISCAL IMPACT**

Expenses associated with this lease are posted to a separate account. Once final expenses are incurred a budget adjustment will be made during the Mid-Year Budget Adjustment process to reflect actuals.

4995.00	Lease Payment	<del>\$24,000</del>	\$50,000
5040.00	Maintenance	\$ - 0 -	<del>\$50,000</del> (reduced by actual cost)



**LEASE AGREEMENT**

Between

**CREATIVE BUS SALES, INC. and any related companies or  
affiliates of Creative Bus Sales, Inc. (Lessor)**

**14740 Ramona Avenue**

**Chino, CA 91710**

**Phone: 909-465-5528**

**Fax: 909-465-5529**

And

**ElDorado County Transit Authority (Lessee)**

**6565 Commerce Way**

**Diamond Springs, CA 95619**

**Attn: Scott Ousley**

**530-642-5383 ext 211**

**sousley@eldoradotransit.com**

DESCRIPTION OF LEASED VEHICLES:

One (1) Vehicle

Unit #:66060 VIN #:1FDGF5GY2JEB75727 Year:2018 Make:Starcraft Allstar XL  
Value:\$95,000.00

DURATION OF LEASE:

(5) Month lease term, month to month thereafter.  
(Start Date: 6/10/19 - End Date: 11/10/19)

Monthly from the date of acceptance of delivery of each vehicle by the Lessee until the date of acceptance by the Lessor of the returned vehicle. The duration of lease of each vehicle will be based on the duration of each particular vehicle. Lessee must provide Lessor with notice of termination of the lease 30 days or more prior to termination date.

Lessor may reject the vehicle upon return by Lessee at Lessor's sole cost and expense.

RATE OF LEASE:

(5) Month lease term, month to month thereafter.  
(Start Date: 6/4/19 - End Date: 11/4/19)  
\$4,200.00 per month per bus.  
Pro-rated to a calendar basis for the first month's payment.

SALES TAX:

Paid by Lessee with each monthly payment.  
Adjusted as applicable for Diamond Springs, CA.

DEPARTMENT OF MOTOR VEHICLE REGISTRATION FEES:

Lessee will reimburse Lessor for first year's annual DMV fees at inception of lease. If the vehicles are retained by the Lessee beyond the DMV renewal date, Lessee will reimburse the Lessor for the annual renewal fees.

## **TERMS AND CONDITIONS**

The initial lease payment and first year's DMV fees will be due before the vehicles are delivered to Lessee. The initial lease payment will be first month's amount (pro-rated if necessary for partial month), plus second month's amount (if applicable). Subsequent lease payments will be due in advance by the first of each calendar month. Lease payments will be due for each month until vehicles are returned and accepted by Lessor. If a vehicle is returned before the end of a calendar month, Lessor will return the pro-rated portion of that month's lease payment to Lessee within 10 business days after Lessor's acceptance of the vehicle. Lessee will be responsible for any additional taxes, fees or penalties relating to Lessee's operation or storage of the vehicles.

Lessee will return the vehicle at the end of the lease in good condition with no excessive wear and use as that term is defined in the paragraph titled "Standards for Wear and Use".

INSURANCE: Lessee will at Lessee's expense provide and maintain for the term of this lease Auto Liability and Physical Damage Insurance on the leased vehicle covering both Lessee and Lessor. The coverage must be in amounts not less than \$5,000,000 bodily injury, and property damage and physical damage coverage with deductibles not to exceed \$1,000.00 for collision and \$1,000.00 for comprehensive. Lessee's insurance must provide hired auto physical damage coverage equal to or greater than the value of the vehicle.

Lessee will at all times during the term of this Lease maintain at Lessee's expense insurance of the types and in the amounts specified. The policies must reflect "Creative Bus Sales, Inc. its successor and assigns" as an "Additional Insured" and "Loss Payee". This coverage must be written by a carrier acceptable to Lessor and which is authorized to do business in the state where Lessee's is domiciled or stores the vehicle. Lessee will provide appropriate evidence of this coverage, by certificate of insurance and written endorsement to the Lessor before delivery can be achieved. Thirty days advance written notice of non-renewal or cancellation will immediately be forwarded to the Lessor. Cancellation clause on the certificate of the insurance is to read, **"Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will mail 30 days written notice to the certificate holder named."** Lessee accepts responsibility for the vehicle to the full extent of its value during the term of this lease.

LOSS OR DAMAGE: In the event that any vehicle shall become lost, stolen, destroyed, or damaged beyond repair for any reason, or in the event of any condemnation, confiscation, theft, or seizure or requisition of title or use of any vehicle, Lessee shall promptly notify Lessor of such event and pay to Lessor within thirty days of such event an amount equal to the Lease End Value less any proceeds of insurance previously applied by Lessor, if any. Upon the making of such payment, the Lease shall terminate with respect to such vehicle and any proceeds of insurance received by Lessor subsequent to the above payment will be

for Lessee. Lease End Value is defined as the value of the vehicle stated on page 1 of this agreement.

EXPENSES AND MAINTENANCE: Lessee shall pay all expenses with respect to the use and operation of the vehicle, including, without limitation, the cost of gasoline, tires, storage, washing, parking, towing, tolls and fines. Lessee, at its own expense, shall maintain the vehicle in good operating condition and repair (ordinary wear and tear excepted), including, without limitation, suggested maintenance as set forth in any applicable Owner's Manual. Lessee shall not cause or permit to be caused any Manufacturer's Warranty covering any vehicle to become void for any reason. Lessee shall be liable for any damage resulting from Lessee's failure to comply with the terms of this Subparagraph.

STANDARDS FOR WEAR AND USE: "Excessive wear and use" includes, among other things: (a) glass breakage or discoloration; (b) damage or deterioration of body, fenders, metal work, trim or paint; (c) missing wheel covers, jack or wheel wrench; (d) torn dash, floor covers, seats, head-liners, upholstery or interior work or trunk liners; (e) any wheels or tires (including spare) that are missing or not in safe condition; (f) damage from flood water, hail, sand; or (g) any damage that makes the vehicle either unsafe or unlawful to operate. Lessee acknowledges that vehicle was received in a clean, uncluttered condition without physical damage to the interior or exterior except as noted on the date of acceptance of the vehicle by Lessee.

USE: Lessee will allow only the appropriately licensed drivers to operate the vehicle. Such drivers shall be duly authorized by Lessee, properly licensed to perform the type of driving for which they are employed, and while operating the vehicle, acting within the scope of their employment. Lessee will keep the vehicle free of all fines liens and encumbrances. Lessee agrees to pay any such fines or remove any such liens and encumbrances immediately. If Lessee does not, Lessor may do so and any amounts paid by Lessor shall be additional amount owed by Lessee under the lease. Lessee will not allow any use of the vehicle to tow or push anything. Lessee will not allow the vehicle in any test, race or contest and will not allow its use for any illegal, improper, or unsafe purpose. Lessee will not operate the vehicle with any damage that makes the vehicle either unsafe or unlawful to operate. Lessee will not remove the vehicle from the United States or Canada. Lessee will not alter, mark or install equipment in the vehicle without Lessor's written consent.

Lessee will return vehicle on Lessor's demand in the event of default. Lessee will be in default if any of the following occur; (1) Lessee's property is the subject of a proceeding in bankruptcy, receivership or insolvency or Lessee makes an assignment for the benefit of creditors; (2) Lessee fails to comply with the insurance requirements of this lease agreement; (3) Lessee has made any material misrepresentation on or in connection with this lease agreement; (4) Lessee fails to answer any traffic summons or pay fines when due; (5) Lessee fails to comply with any other terms or conditions of this lease agreement. Lessor retains the right to waive any or all of the above events or default, and any waiver of a default shall operate only to waive the event so waived and shall not operate as a continuing or permanent waiver of any default by Lessee. If Lessee is in default, Lessor may terminate this lease prior to the scheduled term.

Upon lease termination, it is Lessee's responsibility to return the equipment to a location chosen by Lessor.

COLLECTION: All charges, fees and expenses, including payment for loss of or damage to the vehicle are due at Lessors request. If Lessee is in default Lessor will have the rights and duties provided by law. Lessor will have the right to sue Lessee for damages and/or recovery of the vehicle. Lessor may take the vehicle from Lessee without demand. To take, Lessor may enter Lessee's premises or the premises where the vehicle is stored, so long as it is done peacefully. If there is any personal property in the vehicle when Lessor takes it from Lessee, Lessor can take it or store it for Lessee. The taking of the vehicle by Lessor shall be considered an early termination and Lessee will not be released from any obligation from this lease. Lessee will be charged the reasonable expenses for taking and storing the vehicle. Lessee will also be charged reasonable attorney's fees and legal expenses incurred by Lessor, or the extent permitted by law. If Lessee does not pay all charges when due, Lessee agrees to pay a late charge of \$150 per month or portion of a month on the past due balance.

INDEMNIFICATION: Lessee agrees that the payment will not be subject to any defense, set-off, counterclaim or recoupment. Lessee also agrees to indemnify and hold Lessor and its assignees and employees harmless from all losses, damages, injuries, claims, and demands and expenses arising out of the condition, maintenance, use or operation of the vehicle.

INSPECTION: Lessor may inspect the vehicle at any reasonable time. If Lessor asks to inspect the vehicle, Lessee will tell Lessor the location of the vehicle and allow inspection. If the vehicle is damaged or there is excessive wear and use, Lessor will decide if the vehicle is reasonably repairable. If the vehicle is reasonably repairable, Lessee will promptly have the necessary repairs made when Lessor asks that Lessee do so.

OWNERSHIP: This is a lease only and Lessor remains the owner of the vehicle. Lessee will not transfer, sublease, rent or do anything to interfere with Lessor's ownership of the vehicle.

TOTALITY OF AGREEMENT: This lease contains the entire agreement between Lessee and Lessor. There are no other agreements between Lessee and Lessor except those included in writing in this lease. No change or other agreement will be binding unless in writing and signed by Lessee and Lessor.

ASSIGNMENT: Lessee agrees that this lease or any rentals may be assigned by Lessor. Lessee has no right to assign this lease.

NONCANCELABLE FOR TERM OF LEASE: This lease with respect to any vehicle cannot be canceled or terminated by Lessee for the term of this lease applicable to such vehicle, and Lessee shall not be entitled to any abatement, setoff or reduction of basis rent or other amounts due hereunder, whether arising from past, present, or future claims of any kind by Lessee against Lessor or otherwise. Lessee's obligation to pay all basic rent and other amounts hereunder shall be absolute and unconditional, except as expressly provided herein.

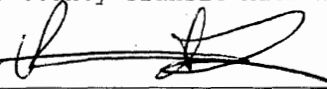
SEVERABILITY AND VENUE: If any part of this lease is not valid according to law, all other parts will remain enforceable. The laws of the State of California, the County of San Bernardino and the City of Chino, CA will govern this lease.

Lessee agrees to all the provisions of this Lease Agreement.

Lessee signed this agreement at (city) Diamond Springs,  
California (State) and received a copy

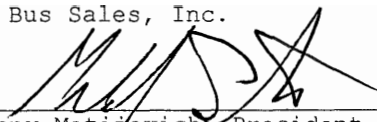
on (date) June 4, 2019.

Lessee: El Dorado County Transit Authority

By:  Printed Name: MATTHEW C MARK  
Signature

Executive Director  
Title

Lessor: Creative Bus Sales, Inc.

By:   
Anthony Matijevich, President or,  
Terry McCrea, Chief Financial Officer, or  
Mike Stoller, Director of Finance

Date: 6/4/19

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

**REVISED 11/07/19**

**PURCHASE ORDER NO. 24229**

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

**DATE: 06/05/2019**

ACCOUNT: 4995.00

CLASS: 125

TO: Creative Bus Sales  
14740 Ramona 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: (909) 465-5529

<b>PROMISED DELIVERY DATE</b>		<b>TERMS: Net 30 Days</b>		
		<b>F.O.B. DESTINATION</b>		
<b>QTY</b>	<b>UNIT</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>EXTENDED TOTAL</b>
		Vehicle Lease Unit #66060 VIN #1FDGF5GY2JEB75727		Not to Exceed \$50,000.00
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.  <b>PURCHASING AGENT</b>			<b>SUBTOTAL</b>	\$50,000.00
			<b>DELIVERY</b>	
			<b>SALES TAX</b>	
			<b>TOTAL</b>	\$50,000.00

**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:** November 7, 2019

**TO:** El Dorado County Transit Authority

**FROM:** Julie Petersen, Finance Manager

**SUBJECT:** Approve Purchase Orders for Acquisition of Four (4)  
Gillig 35 foot 32-passenger/2 wheelchair Low-Floor Clean Diesel  
Transit Buses

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

1. Approve Revised Purchase Order No. 24277 in the amount of \$496,503.00 issued to Gillig LLC. for the acquisition of One (1) 35 Foot Low Floor Clean Diesel Transit Bus
2. Approve Purchase Order No. 25230 in the amount of \$1,510,668.00 issued to Gillig LLC. for the acquisition of Three (3) 35 Foot Low Floor Clean Diesel Transit Buses
3. Authorize Executive Director to execute all documents related to this purchase within the approved Capital Improvement Plan Project 18-04 Budget

**BACKGROUND**

The El Dorado County Transit Authority (El Dorado Transit) received Federal Fiscal Year (FFY) 2018 funding for capital projects through the Federal Transit Administration (FTA) Section 5307/5339 for partial funding of one (1) replacement local route bus. The proposed purchase order utilizes FTA section 5307 and State Transit Assistance (STA) funds.

El Dorado Transit has also received FFY 2018 and 2019 funding for capital projects through the FTA Section 5307/5339 funding of three (3) replacement local route buses. The proposed purchase order utilizes FTA section 5339 and STA funds.

**DISCUSSION**

On August 9, 2017 the El Dorado Transit Board approved the Revised Capital Improvement Plan (CIP) for fiscal year 2017/18. This plan included project 18-04 for the acquisition of four (4) 35 foot low floor clean diesel transit buses to replace three (3) 35' Bluebird buses and one (1) cut-away bus.

On January 15, 2019 the funding contract for the FTA Section 5307/5339 was fully executed for one (1) of the four (4) buses included in the capital project. At this time we are presenting revised Purchase Order No. 24277 to reflect an increase to the PPI % per contract language.

El Dorado Transit has been awarded FTA Section 5307/5339 grant funding for the remaining three (3) buses however the contract has not yet been executed. Typically staff would present the approval for purchase orders after the contract has been signed.

To purchase fleet vehicles using Federal funds El Dorado Transit must meet certain Federal purchasing and contract requirements. In order to help meet these requirements, El Dorado Transit is party to a joint procurement contract which will expire at the end of December 2019. If El Dorado Transit is not able to order these buses prior to the expiration; the delay in procurement alone, could be more than twelve (12) months.

Staff is requesting that the Board authorize the Executive Director to issue Purchase Order No. 25230 once the funding contract has been signed.

With the revisions to Purchase Order No. 24277 and new Purchase Order No. 25230, expenses are still within the adopted CIP project 18-04 budget.

### **FISCAL IMPACT**

<b>CIP 18-04</b>	<b>Adopted Budget</b>
Estimated Expenses	
Four (4) 35' Low-Floor Clean Diesel Buses	\$1,941,276
Contingency @ 10%	<u>\$ 194,128</u>
	<u>\$2,135,404</u>
Income	
Federal Transit Administration 5339	\$1,355,747
Federal Transit Administration 5307/5339 (Award Contract Pending)	\$ 196,234
State Transit Assistance (STA)	<u>\$ 583,423</u>
<i>Total Revenue</i>	<u>\$2,135,404</u>



# EL DORADO COUNTY TRANSIT AUTHORITY

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

## PURCHASE ORDER NO. 24277

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

DATE: 06/06/19 REVISED 11/07/2019  
ACCOUNT: 9600 CLASS: 125

TO: Gillig, LLC.  
P.O. Box 3008  
Hayward, CA 94540-3008

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

Contact: Lee Petersen  
Vendor Phone No: (510) 785-1500

Fax No: (510) 785-6819

PROMISED DELIVERY DATE		TERMS: Net 30 Days		
20 Months		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
1	EA	35' Diesel Low Floor Bus; 13 Cummins ISL 280 HP Engine; Standard Fleetguard Coolant Filter; Standard Fleetguard Fuel Filter; Delco 24MT Starter; Niehoff C803 Alternator; Donaldson Informer Air Restriction Indicator; EMP Electric Cooling Radiator; Allison B400R Transmission; Disc Brakes; C/R Oil Axle Hub Seals; Hub Piloted Wheel Mounting;	\$415,097.00	\$415,097.00
1	EA	(7) Full Polished w/Durabright Wheels; (7) Goodyear G661 Tires; Fast Fill - Fuel Fill; Fuel Gauge; (2) Mechanical Rear Run Box Guages; Rear Hand Throttle; SKF Dual Turbo 2000 Air Dryer; (1) Anderson 350 Battery Jump Start Conn;		
1	EA	Automatic Chains; EBM Brushless HVAC Motors (TK); X426 HVAC Compresspr (TK); R134A Refrigerant; Fresh Air Intake; HVAC Pressure Display; Brushless Drivers Heater Motors; (2) AUX Drivers fan; 34" Swing Rear Door; Air Open/Spring Close (Full Driver Control) Rear Door Cont.; Ricar Drivers Seat; Schedule Holder Amseco 6468 Passenger Seats; Pull Cord Passenger Signals; SSTL Verticle Stanchions/Handles; (14) Nylon Grab Straps; Bonded/Transom (non Serviceable) Passenger Windows; Halegon Headlights; (4) 4" LED Tail Lights; Prewire & w/o Antenna 2-way Radio & Antenna; Hand Mic; Drivers Speakers; Prewire Farebox; RCA Rubber Flooring Material; (2) Manual Roof Hatches; B&R 8x11 2 Piece Heated/Remote Exterior Mirrors; (3) Required Drivers Dash Gauges;		
1	EA	(4) Color Exterior Paint / Graphics; Amerex V-25 Safety Net Fire Suppression System; Sportworks DL@ (Black Powder Coated) Bike Racks; Bike Rack Deployed Lamp;		
1	EA	Automatic Traction Control, Automatic Stability Controls		
1	EA	Prewire (8) Cameras Video Serveillance System;	\$3,827.00	\$3,827.00
1	EA	INIT Connect Card Pre-Wire Only LUFT-U, LU-18 (6:1) Wheelchair Ramp;	\$2,000.00	\$2,000.00
1	EA	(2) Qpods; Front Only Kneeling System; Hanover Front Color/CS & Rear Amber Destination Signs;		
1	EA	5 YR/300,000 Miles Ext. Engine Warranty;	Included	Included
1	EA	5 YR/300,000 Miles Ext. Transmission Warranty;	Included	Included
1	EA	4 YR/Unlimited Miles Ext. Axle Warranty;	Included	Included
1	EA	3 YR/Unlimited Miles Ext. HVAC Warranty;	Included	Included
1	EA	3 YR/Unlimited Miles Ext. A/C Compressor Warranty;	Included	Included
1	EA	3 YR/Unlimited Miles Ext. Ramp Warranty;	Included	Included
1	EA	12 YR/500,000 Miles Ext. Structural Integrity/Corrosion Warranty;	Included	Included
1	EA	Required Allision Fuel Sense Software	\$600.00	\$600.00
1	EA	PPI 1413 Adjustment 250.3 (Dec'18)/232.1(Nov'14)=7.84%	\$43,206.00	\$43,206.00
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. <b>PURCHASING AGENT</b>			SUBTOTAL	\$464,730.00
			SHIPPING	\$290.00
			SALES TAX	\$31,483.00
			TOTAL	\$496,503.00

### PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

# EL DORADO COUNTY TRANSIT AUTHORITY

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

## PURCHASE ORDER NO. 25230

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

DATE: 11/07/19

ACCOUNT: 9600

CLASS: 125

TO: Gillig, LLC.  
P.O. Box 3008  
Hayward, CA 94540-3008

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

Contact: Lee Petersen  
Vendor Phone No: (510) 785-1500

Fax No: (510) 785-6819

PROMISED DELIVERY DATE		TERMS: Net 30 Days		
20 Months		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
3	EA	35' Diesel Low Floor Bus; 13 Cummins ISL 280 HP Engine; Standard Fleetguard Coolant Filter; Standard Fleetguard Fuel Filter; Delco 24MT Starter; Niehoff C803 Alternator; Donaldson Informer Air Restriction Indicator; EMP Electric Cooling Radiator; Allison B400R Transmission; Disc Brakes; C/R Oil Axle Hub Seals; Hub Piloted Wheel Mounting; (7) Full Polished w/Durabright Wheels; (7) Goodyear G661 Tires; Fast Fill - Fuel Fill; Fuel Gauge; (2) Mechanical Rear Run Box Gauges; Rear Hand Throttle; SKF Dual Turbo 2000 Air Dryer; (1) Anderson 350 Battery Jump Start Conn;	\$415,097.00	\$1,245,291.00
3	EA	Automatic Chains; EBM Brushless HVAC Motors (TK); X426 HVAC Compresspr (TK); R134A Refrigerant; Fresh Air Intake; HVAC Pressure Display; Brushless Drivers Heater Motors; (2) AUX Drivers fan; 34" Swing Rear Door; Air Open/Spring Close (Full Driver Control) Rear Door Cont.; Ricar Drivers Seat; Schedule Holder Amseco 6468 Passenger Seats; Pull Cord Passenger Signals; SSTL Verticle Stanchions/Handles; (14) Nylon Grab Straps; Bonded/Transom (non Serviceable) Passenger Windows; Halegon Headlights; (4) 4" LED Tail Lights; Prewire & w/o Antenna 2-way Radio & Antenna; Hand Mic; Drivers Speakers; Prewire Farebox; RCA Rubber Flooring Material; (2) Manual Roof Hatches; B&R 8x11 2 Piece Heated/Remote Exterior Mirrors; (3) Required Drivers Dash Gauges;		
3	EA	(4) Color Exterior Paint / Graphics; Amerex V-25 Safety Net Fire Suppression System; Sportworks DL@ (Black Powder Coated) Bike Racks; Bike Rack Deployed Lamp;		
3	EA	Automatic Traction Control, Automatic Stability Controls		
3	EA	Prewire (8) Cameras Video Surveillance System;	\$3,827.00	\$11,481.00
3	EA	INIT Connect Card Pre-Wire Only LUFT-U, LU-18 (6:1) Wheelchair Ramp;	\$2,000.00	\$6,000.00
3	EA	(2) Qpods; Front Only Kneeling System; Hanover Front Color/CS & Rear Amber Destination Signs;		
3	EA	5 YR/300,000 Miles Ext. Engine Warranty;	Included	Included
2	EA	5 YR/300,000 Miles Ext. Transmission Warranty;	Included	Included
3	EA	4 YR/Unlimited Miles Ext. Axle Warranty;	Included	Included
3	EA	3 YR/Unlimited Miles Ext. HVAC Warranty;	Included	Included
3	EA	3 YR/Unlimited Miles Ext. A/C Compressor Warranty;	Included	Included
3	EA	3 YR/Unlimited Miles Ext. Ramp Warranty;	Included	Included
3	EA	12 YR/500,000 Miles Ext. Structural Integrity/Corrosion Warranty;	Included	Included
3	EA	Required Allison Fuel Sense Software	\$600.00	\$1,800.00
3	EA	PPI 1413 Adjustment 250.3 (Dec'18)/232.1(Nov'14)=7.84%	\$49,782.00	\$149,346.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$1,413,918.00
			SHIPPING	\$870.00
			SALES TAX	\$95,880.00
			TOTAL	\$1,510,668.00

**PURCHASING AGENT**

### PLEASE NOTE CONDITIONS ON REVERSE SIDE

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AGENDA ITEM 3 A  
Information Item

**MEMORANDUM**

**DATE:** November 7, 2019

**TO:** El Dorado County Transit Authority

**FROM:** Brian James, Planning and Marketing Manager

**SUBJECT:** Draft Western El Dorado County 2019 Short- and Long-Range Transit Plan

**REQUESTED ACTION:**

**BY MOTION,**

**None. Information Only.**

**BACKGROUND**

The development of a Short- and Long-Range Transit Plan lays the groundwork necessary to identify and plan for the implementation of service improvements and capital projects. The El Dorado County Transportation Commission (EDCTC) received a Federal Transit Administration (FTA) Section 5304 Strategic Partnerships Transit Planning Grant for the Western El Dorado County 2019 Short- and Long-Range Transit Plan (SLRTP). The EDCTC awarded LSC Transportation Consultants, Inc. (LSC) a contract to develop the SLRTP in September, 2018.

This plan reflects changes in population demographics, evaluates existing services, reviews and recommends goals and objectives, responds to gaps in the transportation system and proposes cost-effective service revisions. The short range five-year plan covers fiscal years 2019/20 through 2023/24 including year-by-year detailed recommendations for implementation strategies using projected capital and operating funds. The long range plan adheres to the same principles but has a service horizon of 2039 and includes longer term capital projects.

**DISCUSSION**

To facilitate public and stakeholder participation, the project kick-off meeting was held on November 2, 2018, public participation meetings were held on February 28, 2019 and August 28, 2019, and Stakeholder Advisory Committee (SAC) meetings were held on February 20, 2019 and August 27, 2019. Based on comments received during the meetings, the Draft SLRTP was prepared. The draft plan will be released for additional agency and public comments, pending any requested changes or edits by the El Dorado Transit Board.

The Draft SLRTP is available online at <https://eldoradotransit.com/board-meeting/november-7-2019/> Gordon Shaw, Principal with LSC, and Genevieve Evans, LSC Project Manager, will present an overview of the Draft SLRTP.

El Dorado County Transit Authority  
November 7, 2019 Agenda