

AGENDA ITEM 2 D
Action Item

MEMORANDUM

DATE: May 19, 2021

TO: El Dorado County Transit Authority
Transit Advisory Committee

FROM: Julie Petersen, Finance Manager

SUBJECT: Fiscal Year 2021/22 Final Capital Improvement Plan and Capital Budget

REQUESTED ACTION:
BY MOTION,

- 1. Receive and File Fiscal Year 2021/22 Final Capital Improvement Plan and Capital Budget**
- 2. Approve the presentation to Adopt Resolution No. 21-14 Finalizing the Fiscal Year 2021/22 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) 2021/22 Capital Improvement Plan (CIP) and Capital Budget:

March 4, 2021 Presentation of the preliminary Capital Budget for FY 2021/22 and appointment of an Ad Hoc Budget Review Committee

April 1, 2021 Adoption of the preliminary CIP and Budget for FY 2021/22

DISCUSSION

The El Dorado County Transit Authority Capital Improvement Plan, Fiscal Year 2021/22 recommends capital projects and identifies funding for maintenance facility projects, vehicle purchase, software and hardware upgrades, safety and security, and park and ride improvements. Staff recommends approval of Resolution 21-14 finalizing the FY 2021/22 CIP and corresponding Capital Budget as presented.

Three projects have been deemed completed or are no longer needed since the adoption of the Preliminary CIP and corresponding budget. These include:

- Project 14-03 Metal Fabrication Tools
- Project 19-03 Administration Building Safety Improvements (completed)
- Project 20-01 Facility Surveillance System Upgrade (completed)

As noted in the attached CIP there are two (2) changes, highlighted in bold, between the proposed FY 2021/22 Capital Budget approved on April 1, 2021 and the final version proposed for adoption. These changes include the following:

- Project 20-04, Maintenance Facility Swamp Cooler and Steam Cleaner Modifications, the fiscal year's estimated expenses have been revised to indicate the portion of funds expected to be expended in FY 2021/22.
- Project 22-04, Bass Lake Park & Ride – Phase I, has been added to allocated funds towards the finishing aspects of the first 100 of 200 spaces.

FISCAL IMPACT

The proposed FY 2021/22 Capital Budget for the FY 2021/22 CIP represents an estimated \$9,587,554 in total project costs.

EL DORADO COUNTY TRANSIT AUTHORITY

CAPITAL IMPROVEMENT PLAN

FISCAL YEAR 2021/2022

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 transit capital funded with State Transit Assistance (STA) funds, Federal Transit Administration (FTA) Section 5307 funds, Federal Transit Administration (FTA) Section 5310 funds, and a proposed Low Carbon Transit Operations Program (LCTOP) grant from the State.

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

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>	<u>\$52,800</u>

FUNDING SOURCES

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

Bus Shelters Amenities – 5 Year Plan

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)

	<u>Adopted 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>

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>

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)

	<u>Adopted 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>

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 – 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
0702	Dodge Dakota Truck	72,009

COST SUMMARY (ESTIMATE)

	Proposed <u>Budget</u>
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. 22-01

El Dorado Transit may have the need during the Fiscal Year 2021/22 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>	<u>\$40,000</u>

FUNDING SOURCES

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

Park and Ride Parking Lot Resurfacing

Project No. 22-02

The El Dorado County Transit Authority (El Dorado Transit) maintains several park and ride locations within El Dorado County. These surface parking lots are primarily located adjacent to the Highway 50 corridor. On an annual basis El Dorado Transit maintains these lots for items such as lighting replacement, landscaping, and items of this nature.

This project will support evaluation of existing surface lot facilities and resurface or repairs within the approved budget.

COST SUMMARY (ESTIMATE)

Park and Ride Parking Lot Resurfacing	<u>\$250,000</u>
<i>Total Project Estimate</i>	\$250,000

FUNDING SOURCES

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

Zero Emission Vehicles and Infrastructure

Project No. 22-03

El Dorado Transit (EDT), like all transit agencies in the state of California, are required to transition to zero-emission buses (ZEBs) by 2040. In 2018, the California Air Resources Board (CARB) adopted the Innovative Clean Transit ICT regulation that requires this gradual transition to ameliorate the air quality for all communities across California. While public transportation already replaces car trips, by transitioning away from diesel (which currently powers EDT's fleet) and other fossil fuels, transit agencies will further contribute to the sustainability of our natural environment.

EDT is classified under the ICT regulation as a small agency, meaning that beginning in 2026 through 2028, all new heavy-duty bus purchases must consist of at least 25% ZEBs. By 2029, all new purchases are to be 100% ZEB.

EDT is currently undertaking a ZEB study to determine the appropriate technologies for its fleet, whether battery-electric buses (BEBs), that 'fuel' or charge in the bus garage and/or on-route, or hydrogen fuel cell electric buses (FCEBs) that are fueled with hydrogen. BEBs and FCEBs are costly vehicles, nearly one-and-half to triple the cost of diesel-powered vehicles. EDT will need to replace its fleet of 35-ft buses according to the ICT schedule.

Furthermore, the ICT regulation also requires that beginning in 2026, if Altoona-test models are available, agencies must also begin replacing articulated, over-the-road, double-decker, or cutaway buses. EDT currently operates diesel-powered motor coaches on its commuter services, so these buses would need to be transitioned; moreover, gasoline-powered cutaways used for demand-response service will also need to be transitioned to ZE.

Finally, EDT will need to invest heavily in infrastructure for ZEBs, whether BEB or FCEB. For BEBs, electric utility upgrades will need to be coordinated with PG&E, and BEB chargers will need to be procured, installed, and hooked-up prior to BEB acceptance. For FCEBs, EDT may need to construct an on-site fueling yard for hydrogen or look for offsite opportunities, although currently, very few hydrogen fueling stations are available.

COST SUMMARY (ESTIMATE)

Zero Emission Vehicles and Infrastructure	<u>\$8,280,000</u>
<i>Total Project Estimate</i>	\$8,280,000

FUNDING SOURCES

Low Carbon Transit Operations Program (LCTOP)	\$ 140,523
Funding Pending	<u>\$8,139,477</u>
<i>Total Revenue</i>	\$8,280,000

Bass Lake Park & Ride – Phase I

Project No. 22-04

All work related to the completion of the Bass Lake Hills Park and Ride, during or after preliminary construction of the facility.

The El Dorado County Transit Authority Park-and-Ride Facilities Master Plan (2017) identified the Bass Lake Hills Park and Ride location as the #3 Priority Site for development. The assumption was that the land for the facility would come from development activity within the Bass Lake Hill Specific Plan. In 2018, through Irrevocable Offers of Dedication provided by a developer, El Dorado Transit took title to portions of two parent parcels on the west side of Bass Lake Road at the future Country Club Drive, totaling 2.4 acres. Rough grading of the site, as part of the reconstruction of Bass Lake Road at the Country Club Drive intersection, was completed in 2020. More recently, a Condition of Approval for the Bass Lake North subdivision will require the developer to construct 100 spaces of the park and ride facility. That construction will create the basic park and ride facility, which includes drainage, finish grading and paving, and construction may begin in the 21/22 FY.

Additional improvements that will be needed to be able to place the facility in service, include signage, landscaping and lighting, bus shelters and EV charging stations.

COST SUMMARY (ESTIMATE)

	<u>Proposed Budget</u>
Bass Lake Park & Ride	\$ 216,650
15% Contingency	<u>\$ 32,498</u>
<i>Total Project Cost</i>	<u>\$ 249,148</u>

FUNDING SOURCE

Federal Transit Administration	\$ 199,318
Section 5307 - Capital	
State Transit Assistance	<u>\$ 49,830</u>
<i>Total Revenue</i>	<u>\$ 249,148</u>

El Dorado County Transit Authority

Preliminary Capital Improvement Plan Budget FY

Status	CIP Project Number	Project Description	Completion Estimate (FY)	Project Budget
ACTIVE	17-05	Maintenance Facility - Safety and Equipment	2021/22	\$52,000
ACTIVE	18-02	Bus Shelter Amenities (5 yr. plan)	2022/23	\$165,000
ACTIVE	19-01	IT Upgrade and Replacement 5 Year Plan	2021/22	\$140,635
ACTIVE	20-02	Automatic Bus Washer Retrofit	2021/22	\$110,000
ACTIVE	20-04	Maintenance Facility Swamp Cooler and Steam Cleaner Modifications	2024/25	\$151,335
ACTIVE	20-06	Vehicle Replacement - Demand Response - Transit Van	2021/22	\$86,900
ACTIVE	21-01	On-Board Camera System Power Supply Upgrades	2021/22	\$31,441
ACTIVE	21-02	Vehicle Replacement - Maintenance Truck	2021/22	\$31,095
PROPOSED	22-01	Administration / Maintenance Facility Equipment (recurring)	2021/22	\$40,000
PROPOSED	22-02	Park and Ride Parking Lot Resurfacing	2025/26	\$250,000
PROPOSED	22-03	Zero Emission Vehicles and Infrastructure	2025/26	\$8,280,000
PROPOSED	22-04	Bass Lake Park & Ride - Phase I	2026/26	\$249,148
Project Totals				\$9,587,554
Remaining Funds Available				

***Balance Per FY 2019/20 Audited Financials minus FY 2020/21 expenditures to date**

2021/22

FY 2021/22 Expenditures	STA* \$1,845,858	FTA Section 5307 \$279,821	FTA Section 5310 \$56,000	LCTOP \$140,523	Unfunded
\$10,000	\$52,000				\$0
\$50,000	\$165,000				\$0
\$28,000	\$140,635				\$0
\$110,000	\$29,497	\$80,503			\$0
\$59,372	\$151,335				\$0
\$86,900	\$30,900		\$56,000		\$0
\$31,441	\$31,441				\$0
\$31,095	\$31,095				\$0
\$40,000	\$40,000				\$0
\$30,000	\$250,000				\$0
\$0	\$871,363			\$140,523	\$7,268,114
\$0	\$49,830	\$199,318			
\$476,808	\$1,843,096	\$279,821	\$56,000	\$140,523	\$7,268,114
	\$2,762	\$0	\$0	\$0	-\$7,268,114

Project Status: In Progress New/Funded New/Unfunded