



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING AGENDA

Thursday, May 5, 2022; 1:00 PM

Chairperson: John Hidahl, County of El Dorado Supervisor, District I
Vice Chairperson: Jackie Neau, City of Placerville Councilmember
Lori Parlin, County of El Dorado Supervisor, District IV
Kara Taylor, City of Placerville Councilmember
George Turnboo, County of El Dorado Supervisor, District II

- Patty Borelli, Alternate for City Councilmembers
- Wendy Thomas, Alternate for Board of Supervisors, District III

Executive Director: Matthew Mauk

These meetings will be conducted pursuant to the provisions of Assembly Bill 361 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 are in effect when a state of emergency is issued or remains active.

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/82578749339?pwd=UUpzTDJKUGcxdnJoV2pJbDJhbnZLUT09>

Participate by Phone:

1-669-900-6833

Meeting ID: 825 7874 9339

Passcode: 2022

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 April 7, 2022	4
	B. Receive and File March 2022 Check Registers	7
	C. Receive and File March 2022 Ridership Report	10
	D. Adopt Resolution No. 22-13 regarding the Remote Public Meeting Provisions of Assembly Bill 361	13
	E. Receive and file Quarterly Investment Report for Quarter Ending 03/31/2022	17
	F. 1. Adopt Resolution No. 22-12 Identifying Fuel as Exempt from Competitive Bidding and Authorize the Executive Director to Procure Fuel from Outside Vendors	19
	2. Approve Blanket Purchase Order No. B28007 issued to Dawson Oil Company in the amount of \$500,000 for fiscal year 2022/23	
	3. Approve Blanket Purchase Order No. B28013 issued to Hunt & Sons, Inc in the amount of \$80,000 for fiscal year 2022/23	
	G. 1. Authorize a Contribution in the amount of \$200,000 for Fiscal Year 2021/22 to the California Employers' Pension Prefund Trust (CEPPT) fund	24
	2. Authorize Additional Contributions to pay down the Unfunded Accrued Liability of \$117,359 in Classic and \$11,520 in Public Employees' Pension Reform Act (PEPRA)	

3. Authorize the Executive director to execute all documents necessary for payments	
H. Approval of Purchase Orders above \$25,000 for Fiscal Year 2022/23	26
I. Receive and File the Final Triennial Performance Audit of the El Dorado County Transit Authority for Fiscal Year 2018/19 through 2020/21	53
2. <u>ACTION ITEMS</u>	
A. Approve the My Ride mileage reimbursement program as proposed	55
B. 1. Rejection of the single proposal received in response to the Strategic Planning Request for Proposals	57
2. Provide direction to staff regarding the process for development of a strategic plan	
3. <u>INFORMATION ITEMS</u>	
A. Receive Final Closing Budget for Capital Improvement Plan Project 20-02 Automatic Bus Washer Retrofit	59

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 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 BOARD MEETING
OF THE EL DORADO COUNTY TRANSIT AUTHORITY

Thursday, April 7, 2022 1:00 P.M. via Zoom



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING CONFORMED MINUTES Thursday, April 7, 2022; 1:00 PM

Chairperson: John Hidahl, County of El Dorado Supervisor, District I
Vice Chairperson: Jackie Neau, City of Placerville Councilmember
Lori Parlin, County of El Dorado Supervisor, District IV
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Participate by Phone:

1-669-900-6833

Meeting ID: 825 7874 9339

Passcode: 2022

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Hidahl called the meeting to order at 1:01 PM and the pledge of allegiance was recited.

ROLL CALL

Directors Present: John Hidahl, Jackie Neau, Lori Parlin, Kara Taylor, George Turnboo

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: Parlin/Taylor

Ayes: Hidahl, Neau, Parlin, Taylor, Turnboo

OPEN FORUM

None

1. CONSENT CALENDAR

- A. Approve Conformed Minutes of Regular Meeting March 3, 2022
- B. Receive and File February 2022 Check Registers
- C. Receive and File February 2022 Ridership Report
- D. Adopt Resolution No. 22-09 regarding the Remote Public Meeting Provisions of Assembly Bill 361
- E. Approve Vehicle Replacement Plan for Fiscal Years 2021/22 through 2027/28
- F. Approve Designation of Surplus Property as Per Itemized Property Inventory List

2. ACTION ITEMS

- A. 1. Adopt Resolution No. 22-10 Approving the Fiscal Year 2022/23 Preliminary Operating Budget including Revisions
- 2. Adopt Resolution No. 22-11 Approving the Fiscal Year 2022/23 Preliminary Capital Budget

3. Form an Ad Hoc Committee to review the proposed final Fiscal Year 2022/23 Operating and Capital Budgets

4. Appoint the Chair and Vice-Chair to the Ad Hoc Budget Review Committee

Action: Item approved unanimously as requested by staff

M/S: Parlin/Turnboo

Ayes: Hidahl, Neau, Parlin, Taylor, Turnboo

3. INFORMATION ITEMS

A. 2021 Safe Driving Award Recipients

B. Newsletter

C. Draft Triennial Performance Audit of the El Dorado County Transit Authority for Fiscal Year 2018/19, 2019/20, and 2020/21

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

Chair Hidahl adjourned the meeting at 1:32 PM. The next regularly scheduled meeting Thursday, May 5, 2022.

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

*** Verbal Report**

AGENDA ITEM 1B
Consent Item

MEMORANDUM

DATE: May 5, 2022
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Receive and File March 2022 Check Register

REQUESTED ACTION:

BY MOTION,

Receive and File March 2022 Check Register

BACKGROUND

The following check register includes routine transactions for the month of March 2022. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Three (3) items merit further detail:

EFT TRANS; 03/04/2022 – Public Employers’ Retirement System.....\$52,515.00

This EFT Transfer pays an obligation for the Unfunded Liability for Other Post-Employment Benefits (OPEB) for unrepresented employees covering fiscal year 2021/22 using Local Transportation Funds (LTF).

Check #36460 – City National Bank.....\$65,415.53

This check pays an obligation for Payment #15 of the Capital Purchase of five (5) MCI Commuter Coaches using Local Transportation Funds (LTF).

Check #36464 – Gallagher Benefit Services Inc.....\$2,763.75

This check pays the obligation for a portion of the Compensation and Benefits study using Local Transportation Funds (LTF).

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

March 2022

Date	Num	Name	Memo	Amount
03/01/2022	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Health Premium - March 2022	44,130.27
03/04/2022	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE MAR. 4, 2022	4,455.67
03/04/2022	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #5 CLASSIC	8,970.34
03/04/2022	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	OPEB FY 21/22 FUNDING	52,515.00
03/07/2022	36406	3D DATACOM	Troubleshoot P'ville Station Camera	500.00
03/07/2022	36407	ABSOLUTE GLASS INC	Replace and repair to Windshields	297.06
03/07/2022	36408	ARNOLDS FOR AWARDS INC	EOM Plate Engraving March 2022	17.00
03/07/2022	36409	AT&T	Monthly Utility	502.93
03/07/2022	36410	AT&T MOBILITY	Wireless Camera Service February 2022	189.52
03/07/2022	36411	AUTOZONE INC	5W-20 Motor Oil #1907	127.03
03/07/2022	36412	BUS & EQUIPMENT REPAIR OF CA	VOID: Slide Bracket #1801	0.00
03/07/2022	36413	CAL.NET	CCTV Camera Service March 2022	176.92
03/07/2022	36414	CAPITOL CLUTCH & BRAKE INC	Parts and Supplies	1,143.64
03/07/2022	36415	COMCAST	High-Speed Internet February 2022	250.30
03/07/2022	36416	DAWSON OIL	Fuel Purchases - February 2022	36,714.46
03/07/2022	36417	ECO SIGNS LLC	Replace Bulbs at Cambridge P&R	655.72
03/07/2022	36418	EDC COMMUNITY DEVELOPMENT SERVICES	AQMD Fees Permit #15-1745 22/23 Generator	736.77
03/07/2022	36419	EL DORADO DISPOSAL SERVICE	Monthly Utility	381.19
03/07/2022	36420	EL DORADO IRRIGATION DISTRICT	Water Service 01-22 FORNI/RL	174.05
03/07/2022	36421	EMP. MISC. REIMBURSEMENT	Uniform (Pants) Reimbursement	50.00
03/07/2022	36422	FACTORY MOTOR PARTS	Parts and Supplies	98.13
03/07/2022	36423	FASTENAL	9V Batteries # Bus Cleaning Supplies	131.50
03/07/2022	36424	FLEMING DISTRIBUTING CO.	PM Services Additives	152.67
03/07/2022	36425	FOLSOM LAKE DODGE	Parts and Supplies	392.30
03/07/2022	36426	GILLIG LLC	Parts and Supplies	1,217.45
03/07/2022	36427	GLOBAL DATA VAULT LLC	Monthly Recovery Back Up Service February 2022	300.00
03/07/2022	36428	GRAINGER	Safety Labels for Extension Ladder	31.39
03/07/2022	36429	GWP HOLDINGS LLC	Parts and Supplies	3,408.13
03/07/2022	36430	HUNT & SONS INC	Fuel Purchases 02/01/22 - 02/28/22	211.72
03/07/2022	36431	IMAGE SOURCE	Monthly Copy Charges 02/22/22 - 03/21/22	498.65
03/07/2022	36432	JANI-KING OF CALIFORNIA INC - SACRAMENTO	Janitorial Services - March 2022	1,011.54
03/07/2022	36433	KIMBALL MIDWEST	Pop Rivets for Passenger Seat Repairs #'s 1801-1805	30.03
03/07/2022	36434	LANGUAGE LINE SERVICES INC	Over The Phone Interpretation	15.00
03/07/2022	36435	MAG LANDSCAPING INC	Landscaping Maintenance - February 2022	1,175.00
03/07/2022	36436	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	559.80
03/07/2022	36437	NAPA AUTO PARTS	Spider Bungees #1804	125.40
03/07/2022	36438	O'REILLY AUTO PARTS	Parts and Supplies	104.07
03/07/2022	36439	OPERATING ENGINEERS LOCAL UNION #3	Union Dues March 2022	1,242.00
03/07/2022	36440	OPERATING ENGINEERS PUBLIC & MISC	April 2022 Medical Premiums	37,684.00
03/07/2022	36441	PACIFIC GAS & ELECTRIC	Monthly Utility	712.39
03/07/2022	36442	PERFECTO LABEL CO INC	RouteShout Bus Stop Text Number Labels	80.00
03/07/2022	36443	QUILL LLC	Mic. Office Supplies	418.22
03/07/2022	36444	ROBERTS & COMPANY INC	CPA Services - February 2022	150.00
03/07/2022	36445	RON DUPRATT FORD	Parts and Supplies	140.53
03/07/2022	36446	RTS IT INC	ITCare Gold Service Plan March 2022	4,985.00
03/07/2022	36447	SAFETY-KLEEN SYSTEMS INC	Oil Solids, Used Oil, Solvent, Aerosol Can Disposal	1,977.33
03/07/2022	36448	SUN LIFE FINANCIAL	March 2021 Group Life & LTD Benefits	2,876.12
03/07/2022	36449	THE AFTERMARKET PARTS CO LLC	Parts and Supplies	1,167.33
03/07/2022	36450	TOWN CENTER EAST LP	Lease Payment for March 2022 P&R	700.00
03/07/2022	36451	TRUE VALUE HARDWARE	Parts and Supplies	140.15
03/07/2022	36452	UPS	Freight Charges	26.81
03/07/2022	36453	XEROX FINANCIAL SERVICES	Lease Payment on Copiers	509.44
03/07/2022	36454	BUS & EQUIPMENT REPAIR OF CA	Slide Bracket #1801	824.39

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

March 2022

Date	Num	Name	Memo	Amount
03/17/2022	36455	49ER LIVE SCAN	Pre-employment Scan	63.00
03/17/2022	36456	ADM SCREENING	Consortium Services February 2022	885.00
03/17/2022	36457	AFLAC	Employee Paid Premiums - March 2022	908.36
03/17/2022	36458	AMERICAN HERITAGE LIFE INSURANCE CO	Employee Paid Premiums - March 2022	29.10
03/17/2022	36459	AT&T	Monthly Utility	434.52
03/17/2022	36460	CITY NATIONAL BANK	Capital Lease Agreement	65,415.53
03/17/2022	36461	DELL MARKETING LP	Diagnostic Laptop Replacement	1,554.66
03/17/2022	36462	EDC HHSA-PUBLIC HEALTH DIVISION	Pre-Employment TB Evaluation	138.00
03/17/2022	36463	EL DORADO IRRIGATION DISTRICT	Monthly Utility	1,544.71
03/17/2022	36464	GALLAGHER BENEFIT SERVICES INC	Initial Review, Document Review & Project Determination	2,763.75
03/17/2022	36465	GIRARD, EDWARDS, STEVENS & TUCKER LLP	General Legal Services	2,436.00
03/17/2022	36466	KINETICO WATER OF PLACERVILLE	Drinking Water Service March 2022	42.90
03/17/2022	36467	MOUNTAIN DEMOCRAT INC	Hiring Event Advertising	400.00
03/17/2022	36468	PACIFIC GAS & ELECTRIC	Monthly Utility	3,620.88
03/17/2022	36469	QUILL LLC	Mic. Office Supplies	424.22
03/17/2022	36470	RESCO PRINTING	Monthly Passes 07/22 - 10/23	1,512.23
03/17/2022	36471	SHRED CITY	Document Destruction	317.00
03/17/2022	36472	SMALL BUSINESS BENEFIT PLAN TRUST	Dental & Vision Premiums April 2022	3,929.40
03/17/2022	36473	STATE OF CA - DEPT OF JUSTICE	Livescan Fingerprinting February 2022	147.00
03/17/2022	36474	THE AFTERMARKET PARTS CO LLC	Windshield #1804	402.18
03/17/2022	36475	TRILLIUM SOLUTIONS INC	Website Upgrades 2021	5,700.00
03/17/2022	36476	UMPQUA BANK	Visa - Reconciled Charges	4,322.31
03/17/2022	36477	VERIZON WIRELESS	Cellular Phone Service February 2022	1,822.38
03/17/2022	36478	WAYNE'S LOCKSMITH SERVICE	Keys: Winch #1702, Golf Cart	17.32
03/18/2022	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #6 CLASSIC	8,917.11
03/18/2022	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #6 PEPRA	7,575.12
03/21/2022	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE MAR. 18, 2022	4,450.70
				<u>334,857.74</u>
Total				<u>334,857.74</u>

AGENDA ITEM 1C
Consent Item

MEMORANDUM

DATE: May 5, 2022

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: March 2022 Ridership Report

REQUESTED ACTION:

BY MOTION,

Receive and file the March 2022 Ridership Report

BACKGROUND

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

DISCUSSION

El Dorado Transit continues to experience ridership deficits compared to pre-pandemic levels, but ridership has started to increase on most services. Increased gas prices may have also had a positive impact on ridership. Systemwide passenger trips in March were up 33.2% compared to the previous year.

The County's Adult Day Services program reopened in March, and the Mother Lode Rehabilitation Enterprises (M.O.R.E.) program is continuing to significantly limit in-person attendance. Although still down from pre-pandemic, day-to-day ridership in March on the Dial-A-Ride service was up 10.9%, Sac-Med increased by 79.2%, ADA Paratransit demand increased 52.1%, and M.O.R.E. ridership was up 296.2% in March compared to the previous year.

Local Fixed Route ridership was up 10.3% in March, and Sacramento Commuter service ridership increased by 190.8% in March compared to the previous year. The new Sacramento/Tahoe Connector route carried 771 passengers.

The March 2022 ridership report summary is attached, comparing the current fiscal year to the previous fiscal year.

March 2022 Ridership Report

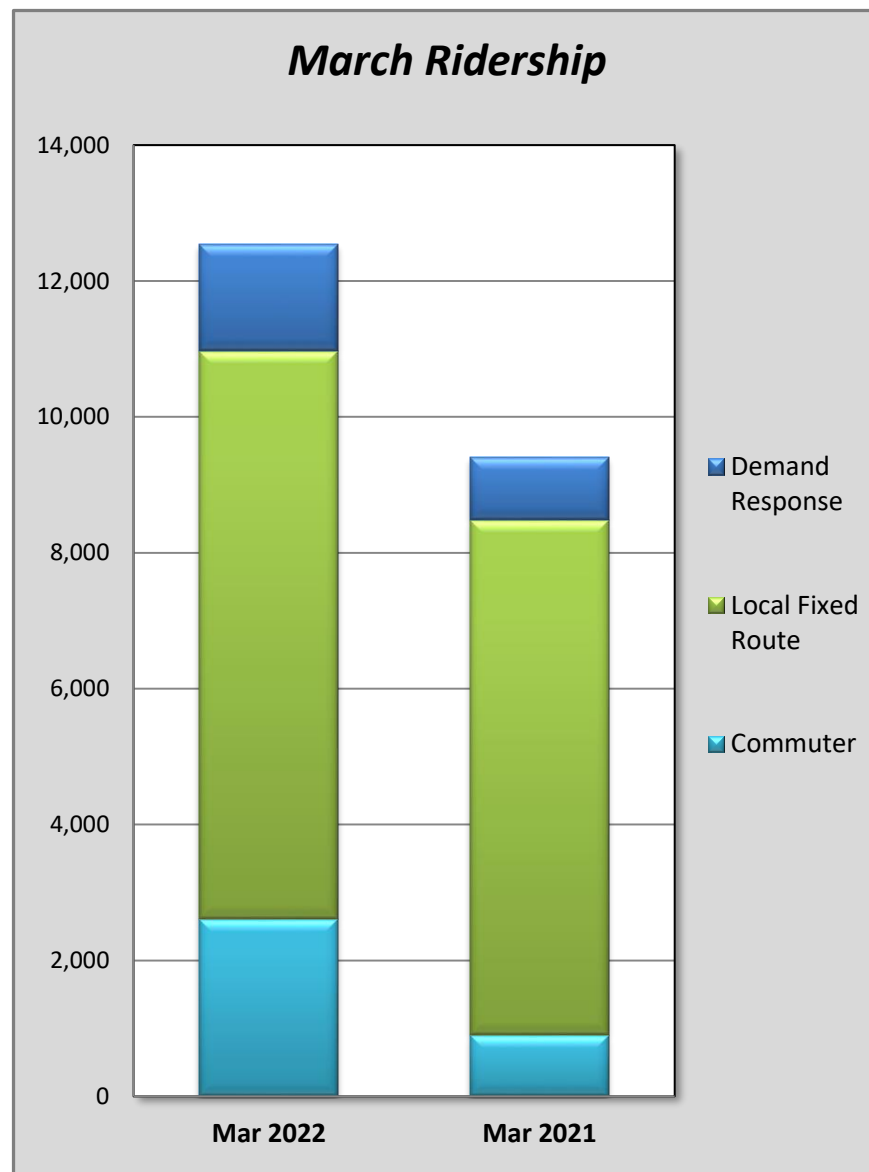


Demand Response	Mar 2022	Mar 2021	% Change
Dial-a-Ride	639	576	10.9%
Sac-Med	43	24	79.2%
ADA Paratransit	251	165	52.1%
M.O.R.E.*	630	159	296.2%
Senior Day Care*	0	0	0.0%
Total Demand Response	1,563	924	69.2%

Local Fixed Route	Mar 2022	Mar 2021	% Change
20 - Placerville	1,260	1,032	22.1%
25 - Saturday Express	171	299	-42.8%
30 - Diamond Springs	1,001	724	38.3%
35 - Diamond Springs Saturday	67	98	-31.6%
40 - Cameron Park	984	937	5.0%
50x - 50 Express	3,261	3,157	3.3%
60 - Pollock Pines	1,625	1,341	21.2%
Total Local Fixed Route	8,369	7,588	10.3%

Commuter	Mar 2022	Mar 2021	% Change
Sacramento Commuter	1,804	886	103.6%
Reverse Commuter	25	8	212.5%
Sacramento/Tahoe Connector	771	0	100.0%
Total Commuter	2,600	894	190.8%

	Mar 2022	Mar 2021	% Change
Systemwide	12,532	9,406	33.2%
Passengers per Revenue Hour	4.3	3.2	37.5%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

July 2021 - March 2022

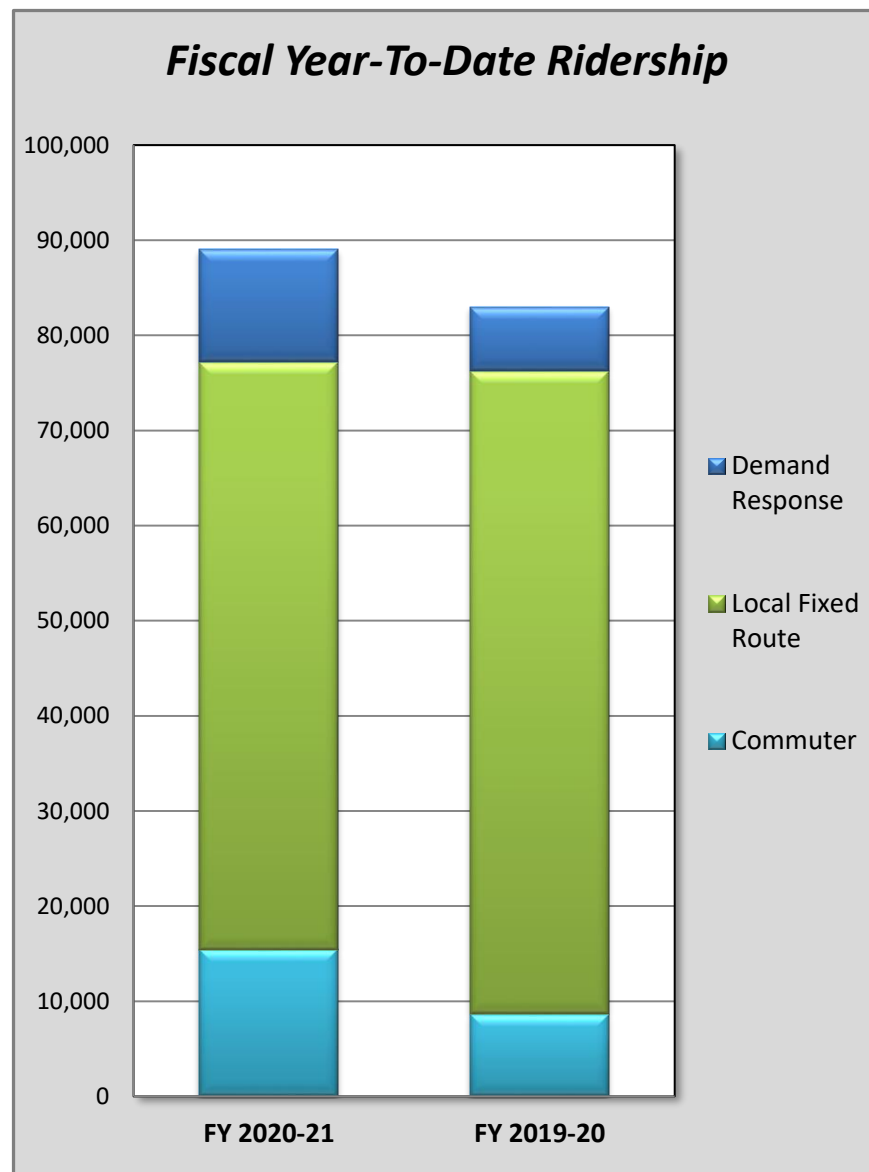


Demand Response	FY 2020-21	FY 2019-20	% Change
Dial-a-Ride	5,081	4,418	15.0%
Sac-Med	299	172	73.8%
ADA Paratransit	2,023	1,248	62.1%
M.O.R.E.*	4,424	964	358.9%
Senior Day Care*	0	0	0.0%
Total Demand Response	11,827	6,802	73.9%

Local Fixed Route	FY 2020-21	FY 2019-20	% Change
20 - Placerville	9,055	9,485	-4.5%
25 - Saturday Express	2,192	2,632	-16.7%
30 - Diamond Springs	7,016	7,193	-2.5%
35 - Diamond Springs Saturday	682	766	-11.0%
40 - Cameron Park	7,518	7,960	-5.6%
50x - 50 Express	24,946	26,959	-7.5%
60 - Pollock Pines	10,375	12,544	-17.3%
Total Local Fixed Route	61,784	67,539	-8.5%

Commuter	FY 2020-21	FY 2019-20	% Change
Sacramento Commuter	10,575	8,595	23.0%
Reverse Commuter	150	70	114.3%
Sacramento/Tahoe Connector	4,690	0	100.0%
Total Commuter	15,415	8,665	77.9%

	FY 2020-21	FY 2019-20	% Change
Systemwide	89,026	83,006	7.3%
Passengers per Revenue Hour	3.5	3.4	2.2%



*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1D
Consent Item

MEMORANDUM

DATE: May 5, 2022

TO: El Dorado County Transit Authority

FROM: Matthew Mauk, Executive Director

SUBJECT: Remote Public Meeting Provisions of Assembly Bill (AB) 361

REQUESTED ACTION:
BY MOTION,

Adoption of Resolution No. 22-13 regarding the Ralph M. Brown Act and the finding of risk to health and safety of in-person meetings because of the continuing COVID-19 pandemic State of Emergency declared by Governor Newsom

BACKGROUND

The Ralph M. Brown Act (“the Brown Act”) provides guidance and requirements for public agencies and local governments in California to hold and conduct business at open and public meetings. The Brown Act ensures the public is involved, informed, and active in the decisions and discussions of local, regional, and state governance. The El Dorado County Transit Authority (El Dorado Transit) Board of Director and advisory committee meetings are held to the standards within the Brown Act and are conducted consistent with the requirements therein.

In response to the COVID-19 pandemic, on March 12, 2020, the Governor issued Executive Order No. N-25-20 that waived certain requirements of the Brown Act including:

- the requirement that the notice of each meeting location be provided for those members of the legislative body (board or committee) participating in the meeting
- the requirement that each meeting location be accessible to members of the public
- the requirement that members of the public be able to address the legislative body (board and committee) at each meeting location
- the requirement that agencies post agendas at all meeting locations, and
- the requirement that at least a quorum of the legislative body (board and committee) participate from locations within the boundaries of the territory over which they exercise jurisdiction.

In accordance with these modifications to the Brown Act, El Dorado Transit has been holding meetings virtually over the Zoom meeting platform since the beginning of the pandemic. These modifications to the Brown Act expired on September 30, 2021.

DISCUSSION

To continue the allowance of the Brown Act modifications and to continue allowing virtual meetings to protect health and safety, Governor Newsom signed Assembly Bill (AB) 361 on September 16th. AB 361 extended these modifications through June of 2024, for any State or Local government agency which is under a declared State of Emergency. Assembly Bill 361 permits remote meetings but requires the following:

- agencies may not close public comment periods for written comments in advance of a meeting, but instead only close the comment period at the same time it is closed during a meeting
- that agencies must clearly advertise the means by which the public can observe the meeting and offer comments during the meeting via either a call or internet-based option
- the public must be given an opportunity to comment directly, and
- that in the event of a disruption in the broadcasting of the meeting the legislative body (board or committee) would take no further action until meeting access would be restored to the public.

The provisions of AB 361 regarding remote meetings can only be used in the event there is an active, Governor issued state of emergency under the California Emergency Services Act and a legislative body decides by resolution that there is a need to meet remotely. AB 361 also requires legislative bodies to approve by resolution the decision to meet remotely every 30 days.

Given that the Governor's state of emergency presently remains in effect, staff and El Dorado Transit Legal Counsel recommend adoption of the attached Resolution No. 22-13, formally stating that in person meetings of the El Dorado Transit governing and advisory bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees, thus invoking the provisions of AB 361 and allowing virtual public meetings. Unless directed otherwise, staff plans to continue to present an updated version of this resolution to the El Dorado Transit Board of Directors for consideration at each upcoming scheduled monthly meeting while a state of emergency exists.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 22-13**

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
REGARDING THE RALPH M. BROWN ACT AND PROVISIONS PROVIDED UNDER AB
361 TO CONTINUE MEETING VIRTUALLY DURING THE ONGOING COVID-19
PANDEMIC STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM**

WHEREAS, On March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic which remains in effect; and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 that permits a legislative body subject to the Brown Act to continue to meet under abbreviated teleconference procedures; and

WHEREAS, on September 30, 2021 the El Dorado County Public Health Officer released “Recommendations for Safe Board and Commission Meetings During COVID-19 Pandemic” recommending offering a remote option for public meeting attendance to the extent possible and physical distancing, among other recommendations; and

WHEREAS, the El Dorado County Transit Authority has an important governmental interest in protecting the health, safety, and welfare of those who participate in meetings of El Dorado County Transit Authority’s legislative body subject to the Brown Act;

NOW THEREFORE, BE IT RESOLVED, by the El Dorado County Transit Authority Board of Directors as follows:

1. The Board has reconsidered the state of emergency proclaimed by the Governor of California in response to the COVID-19 pandemic.
2. State and local public health officials continue to recommend measures to promote social distancing.
3. This finding applies to all the El Dorado County Transit Authority governing and advisory bodies subject to the Brown Act, including but not limited to, the El Dorado County Transit Authority Board of Directors, Transit Advisory Committee, and any other standing

committees.

4. Staff is directed to return to the Board of Directors no later than thirty (30) days after the adoption of this resolution, or by the next regular meeting for the Board of Directors to consider making the findings required by AB 361 in order to continue meeting under its provisions.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on the 5th day of May 2022 by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1E
Consent Item

MEMORANDUM

DATE: May 5, 2022
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Quarterly Investment Report for Quarter Ending 03/31/2022

REQUESTED ACTION:

BY MOTION,

**Receive and file Quarterly Investment Report for Quarter Ending
03/31/2022**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) adopted an investment policy on November 7, 1999, allowing investments in the State of California Local Agency Investment Fund (LAIF) and money market accounts.

El Dorado Transit investment policy requires quarterly investment reports to the Board of Directors.

DISCUSSION

Interest earnings for the first quarter from LAIF and Money Market accounts total \$1,050.60. The Investment report for quarter ending 03/31/22 is submitted for review and file.

FISCAL IMPACT

Line item 4970.00 - Interest Income, is \$292.05 above budget estimate. Adjustments will be made during the Final Amended Budget process.

EL DORADO COUNTY TRANSIT AUTHORITY

QUARTERLY INVESTMENT REPORT

PERIOD 01/01/2022 – 03/31/2022

LOCAL AGENCY INVESTMENT FUND (L A I F)

Account Summary

01/01/2022	Balance Forward	\$ 1,281,465.58
	Total Transfers to General Checking Account	\$ -000,000.00
	Total Transfers from General Checking Account	\$ 000,000.00
	Interest Earned @ 0.32%	\$ <u>1,009.83</u>
03/31/2022	Ending Balance 1 st Qtr., 2022	\$ 1,282,475.41

UMPQUA BANK (Money Market Account)

Account Summary

01/01/2022	Balance Forward	\$ 1,553,439.00
	Total Transfers to General Checking Account	\$ -000,000.00
	Total Transfer from General Checking Account	\$ 1,000,000.00
	Interest Earned @ 0.01%	\$ <u>40.77</u>
03/31/2022	Ending Balance 1 st Qtr., 2022	\$ 2,553,479.77

AGENDA ITEM 1F
Consent Item

MEMORANDUM

DATE: May 5, 2022

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Resolution No. 22-12 to Establish Fuel as Exempt from Competitive Bidding and Fuel Purchase Orders for Fiscal Year 2022/23

REQUESTED ACTION:
BY MOTION,

1. Adopt Resolution No. 22-12 Identifying Fuel as Exempt from Competitive Bidding and Authorize the Executive Director to Procure Fuel from Outside Vendors
2. Approve Blanket Purchase Order No. B28007 issued to Dawson Oil Company in the amount of \$500,000 for fiscal year 2022/23
3. Approve Blanket Purchase Order No. B28013 issued to Hunt & Sons, Inc. in the amount of \$80,000 for fiscal year 2022/23

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) purchasing procedures allow an exemption to competitive bidding per the following section of the approved El Dorado Transit Procurement Policies and Procedures Manual:

“Chapter 3; Section 14 Sole Sources Procurements:

- b) Sole source procurement may be used only when the award of a contract is infeasible under small purchase procedures, sealed bids, or competitive proposals and at least one of the following circumstances applies:*
5. *The unique nature of the property or service required precludes competitive bidding.”*

El Dorado Transit Purchasing Procedures 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.

El Dorado Transit operates a fleet of sixty-four (64) vehicles and the fleet consumes an average of 5,938 gallons of unleaded gasoline and 11,207 gallons of green low sulfur diesel fuel per month under normal, pre-pandemic operating conditions.

DISCUSSION

El Dorado Transit purchases green low sulfur diesel and unleaded gasoline from two (2) local commercial cardlock fuel vendors on a daily basis due to the proximity of the facilities and the availability of differing types of fuel. Transit Operators and maintenance personnel fuel vehicles during the hours of 5:00 AM to 8:00 PM Monday through Friday and from 8:00 AM and 5:00 PM each weekend. Additional fueling is necessary during special shuttle services such as the Fair Shuttle.

Fuel prices at commercial/retail fuel vendors typically fluctuate daily based on the market. As a result, vendors are precluded from providing El Dorado Transit a set contract price for fuel at the pump the way they might if they were delivering fuel to a facility on a regular basis. This daily price fluctuation does not lend itself to formal competitive bidding procedures; therefore, the El Dorado Transit Board has allowed an exemption from competitive bidding on fuel since 2000.

Due to the operational need for daily fuel purchasing at commercial card lock vendors and the nature of daily fuel price fluctuations, it is recommended that fuel procurement be identified as exempt from competitive bidding. With approval, purchase orders will be issued to the two (2) local cardlock vendors that have provided price quotes using a set amount per gallon above their cost. The Executive Director certifies that these purchases are included within the preliminary approved operating budget for Fiscal Year 2022/23.

FISCAL IMPACT

Purchase Order B28007 – Dawson Oil Company

5040.01	Fuel Purchase	\$500,000
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Purchase Order B28013 – Hunt & Sons Inc.

5040.01	Fuel Purchase	\$ 80,000
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Purchase Order amounts are above budget line-item amounts as presented on the Preliminary Operating Budget FY 2022/23 adopted on April 7, 2022; the total budget for fuel is \$530,000. The blanket purchase order amounts allow for flexibility between vendors however, the budget will not be exceeded prior to Board action if needed.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 22-12**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY IDENTIFYING FUEL AS EXEMPT FROM COMPETITIVE
BIDDING AND AUTHORIZING THE EXECUTIVE DIRECTOR TO PROCURE FUEL

WHEREAS, the El Dorado County Transit Authority (El Dorado Transit) purchases ultra-low sulfur diesel and unleaded gasoline for fleet vehicles daily; and

WHEREAS, El Dorado Transit currently purchases fuel from two (2) commercial cardlock vendors; and

WHEREAS, the purchase of fuel from two (2) local vendors is practical due to the proximity of fuel facilities and the availability of differing types of fuel; and

WHEREAS, cardlock type, retail fuel vendor pricing fluctuates daily which does not lend itself to competitive bidding procedures; and

WHEREAS, El Dorado Transit has received structured price quotes from all vendors; and

WHEREAS, approved El Dorado Transit Procurement Policies and Procedures Manual: Chapter 3; Section 14(b)(5) allows for exemption from competitive bidding by resolution when the unique nature of the property does not lend itself to bidding; and

NOW THEREFORE, BE IT RESOLVED; that:

1. The purchase of fuel is considered unique in nature due to the daily fluctuation in price and is hereby declared exempt from competitive bidding.
2. The Executive Director is authorized to purchase fuel from outside vendors.

PASSED AND ADOPTED, this 5th day of May 2022.

AYES:

NOES:

ABSTAIN:

ABSENT:

John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

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

PURCHASE ORDER NO. B28007

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

DATE: 07/01/22

ACCOUNT: 5040.01

CLASS: 110

ACCOUNT: 5040.80

CLASS: 100

ACCOUNT: VARIOUS

CLASS: VARIOUS

SHIP & INVOICE TO:

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

TO: DAWSON OIL COMPANY
PO BOX 360
ROCKLIN, CA 95677

Contact: Ashley

Vendor Phone No: (530) 642-2681

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 10th OF THE MONTH		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		FUEL PURCHASES AND DIESEL EXHAUST FLUID AND ADDITIVES FOR TRANSIT FLEET VEHICLES FOR FISCAL YEAR 07/01/2022 THROUGH 06/30/2023		NOT TO EXCEED \$500,000.00
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	\$500,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$500,000.00

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."

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

PURCHASE ORDER NO. B28013

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

DATE: 07/01/22

ACCOUNT: 5040.01

CLASS: 110

ACCOUNT: 5040.80

CLASS: 100

ACCOUNT: VARIOUS

CLASS: VARIOUS

SHIP & INVOICE TO:

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

TO: HUNT & SONS INC

PO BOX 101630

PASADENA, CA 91189-1630

Contact:

Vendor Phone No: (530) 642-2681

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 10		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		FUEL PURCHASES AND BULK OIL AND ADDITIVES FOR TRANSIT FLEET VEHICLES FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23		NOT TO EXCEED \$80,000.00
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	\$80,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$80,000.00

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 1G
Consent Item

MEMORANDUM

DATE: May 5, 2022

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Authorize Fiscal Year 2021/22 Contribution to the California Employers' Pension Prefund Trust (CEPPT) fund and Authorize Additional Payments towards Unfunded Accrued Liabilities

REQUESTED ACTION:
BY MOTION,

1. Authorize a Contribution in the amount of \$200,000 for Fiscal Year 2021/22 to the California Employers' Pension Prefund Trust (CEPPT) fund
2. Authorize Additional Contributions to pay down the Unfunded Accrued Liability of \$117,359 in Classic and \$11,520 in Public Employees' Pension Reform Act (PEPRA)
3. Authorize the Executive Director to execute all documents necessary for payments

BACKGROUND

In September of 2018, the California State Legislature passed Senate Bill 1413 (SB 1413) which created the California Employers' Pension Prefunding Trust (CEPPT). The CEPPT is a special irrevocable trust fund, in the California State Treasury, that allows State and local public agencies that provide a defined benefit pension plan to their employees to prefund their pension contributions. A defined benefit plan is prefunded when it is a trust fund for the purpose of investing employer payments toward future required pension contributions. Required pension contributions include any pension liabilities, ongoing payroll contributions and administrative costs.

DISCUSSION

On June 3, 2021, the Board approved the participation in the CEPPT program to help offset future liabilities of the California Public Retirement System (CalPERS). Staff is recommending the contribution amount of \$200,000 to match last years' amount.

The El Dorado County Transit Authority (El Dorado Transit) has prefunded a portion of the Unfunded Accrued Liability for retirement benefits on an annual basis since formation in 1994. The current balance is \$3,849,387 as determined by the Actuarial Valuations prepared by

CalPERS as of June 30, 2020. Staff is recommending additional contributions to pay down targeted Unfunded Accrued Liability of \$117,359 in Classic and \$11,520 in PEPRAs plans.

FISCAL IMPACT

With the requested action, staff recommends El Dorado Transit contribute to the California Employers' Pension Prefund Trust (CEPPT) fund in the amount of \$200,000 in FY 2021/22, and additional unfunded liability payments totaling \$128,879.

The financial position of El Dorado Transit will be reviewed each year in the fourth quarter to advise the Board if funding is available and warranted for additional contributions on an annual basis.

AGENDA ITEM 1H
Consent Item

MEMORANDUM

DATE: May 5, 2022

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Purchase Orders above \$25,000 for Fiscal Year 2022/23

REQUESTED ACTION:
BY MOTION,

**Approval of Purchase Orders above \$25,000 for Fiscal Year
2022/23**

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.

DISCUSSION

The Executive Director certifies that these purchases are processed within approved Purchasing Procedures. All purchase orders are in-line with the adopted preliminary operating budget for Fiscal Year (FY) 2022/23.

- | | |
|----------------------------|-----------------------------------|
| • Health Services Division | Blanket Purchase Order No. B28000 |
| CalPERS | NTE \$575,000 |
| • CalPERS 457 Deferred | Blanket Purchase Order No. B28001 |
| Compensation Plan | NTE \$135,000 |
| • City National Bank | Blanket Purchase Order No. B28005 |
| | NTE \$261,662.12 |
| • Davis Truck Painting | Blanket Purchase Order No. B28006 |
| | NTE \$35,000 |
| • EL DOB Enterprises LLC | Blanket Purchase Order No. B28008 |
| (Sierra Nevada Tire) | NTE \$65,000 |
| • GCR Tire Center | Blanket Purchase Order No. B28009 |
| | NTE \$65,000 |
| • Gillig LLC. | Blanket Purchase Order No. B28010 |
| | NTE \$50,000 |
| • Girard, Edwards, Stevens | Blanket Purchase Order No. B28011 |
| & Tucker LLP | NTE \$60,000 |

- GWP Holdings LLC (Western Truck Parts) Blanket Purchase Order No. B28012
NTE \$45,000
- NorCal Spit Shine Blanket Purchase Order No. B28014
NTE \$60,000
- Operating Engineers #3 Union Dues Blanket Purchase Order No. B28015
NTE \$30,000
- Operating Engineers Medical Blanket Purchase Order No. B28016
NTE \$980,000
- Pacific Gas & Electric Blanket Purchase Order No. B28017
NTE \$64,000
- Paychex Blanket Purchase Order No. B28018
NTE \$30,000
- Public Employees Retirement System Blanket Purchase Order No. B28019
NTE \$1,061,000
- Resco Printing Blanket Purchase Order No. B28020
NTE \$35,000
- Ron Dupratt Ford Blanket Purchase Order No. B28021
NTE \$40,000
- RouteMatch Software Inc. Blanket Purchase Order No. B28022
NTE \$65,000
- RTS IT Inc Blanket Purchase Order No. B28023
NTE \$62,000
- Small Business Benefit Plan Trust (Wolfpack Insurance) Blanket Purchase Order No. B28025
NTE \$67,000
- Sun Life Financial Blanket Purchase Order No. B28026
NTE \$50,000
- AfterMarket Parts Co. Blanket Purchase Order No. B28027
NTE \$65,000
- Transportation Services Inc Blanket Purchase Order No. B28028
NTE \$40,000
- UMPQUA BANK (VISA) Blanket Purchase Order No. B28029
NTE \$60,000
- Zonar Systems Inc. Blanket Purchase Order No. B28030
NTE \$28,000

FISCAL IMPACT

Purchase Order amounts are within budget line items in the Preliminary Operating Budget FY 2022/23 as adopted at the Regular Board Meeting of April 7, 2022.

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

PURCHASE ORDER NO. B28000

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

DATE: 07/01/22

ACCOUNT: 5020.02

CLASS: 125

TO: HEALTH BENEFIT SERVICE DIVISION
 CALIFORNIA PUBLIC EMPLOYEES
 RETIREMENT SYSTEM
 PO BOX 4032
 SACRAMENTO, CA 95812-4032

SHIP & INVOICE TO:

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

Contact: Robert Sharp

Vendor Phone No: (888) 225-7377

Fax No: (916) 795-7901

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		<p>EDCTA SPONSORED HEALTH INSURANCE COVERAGE FOR UNREPRESENTED AND MANAGEMENT EMPLOYEES FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23</p> <p>PAYROLL DEDUCTIONS SENT TO CalPERS HEALTH BENEFIT SERVICE DIVISION ARE PAID THROUGH AN ELECTRONIC FUNDS TRANSFER TRANSACTION</p> <p>NOTE: PURCHASE ORDER REFLECTS TOTAL PREMIUM CHARGED. EDCTA ACTUAL COST IS REDUCED BY PAYROLL DEDUCTION OF EMPLOYEE PORTION.</p>		NOT TO EXCEED \$575,000.00
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.			SUBTOTAL	\$575,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$575,000.00
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."

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

PURCHASE ORDER NO. B28001

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

DATE: 07/01/22

ACCOUNT: 2032

CLASS: 125

TO: CalPERS 457 PLAN
CALPERS SUPPLEMENTAL INCOME PLAN
PO BOX 942713
SACRAMENTO, CA 94229-2713

SHIP & INVOICE TO:

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

Contact: Lisa Crowell

Vendor Phone No: (617) 657-7366

Fax No: (617) 376-4285

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		OPTIONAL EMPLOYEE PAID SUPPLEMENTAL INCOME PLAN FOR RETIREMENT FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23 PAYROLL DEDUCTIONS SENT TO CalPERS 457 ARE PAID THROUGH AN ELECTRONIC FUNDS TRANSFER TRANSACTION		NOT TO EXCEED \$135,000.00
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.			SUBTOTAL	\$135,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$135,000.00
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."

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

PURCHASE ORDER NO. B28005

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

DATE: 07/01/22

ACCOUNT: 8500

CLASS: 125

ACCOUNT: 2199

CLASS: 125

TO: CITY NATIONAL BANK
PO BOX 60938
LOS ANGELES, CA 90060-0938

SHIP & INVOICE TO:

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

Contact:

Vendor Phone No:

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		INSTALLMENT SALE AGREEMENT #18-005 DATED MAY 24, 2018 FOR FIVE (5) COMMUTER BUSES		NOT TO EXCEED \$261,662.12
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	\$261,662.12
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$261,662.12

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. B28006

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

DATE: 07/01/22

ACCOUNT: 5040.06

CLASS: 110

ACCOUNT: 5040

CLASS: 110

TO: DAVIS TRUCK PAINTING
P.O. BOX 1834
WEST SACRAMENTO, CA 95691

SHIP & INVOICE TO:

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

Contact:

Vendor Phone No: (916) 371-3282

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PAINTING PAINTING ON FLEET VEHICLES FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23		NOT TO EXCEED \$35,000.00
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	\$35,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$35,000.00

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."

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

PURCHASE ORDER NO. B28008

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

DATE: 07/01/22

ACCOUNT: 5040.02

CLASS: 110

TO: EL DOB ENTERPRISES LLC
659 MAIN STREET
PLACERVILLE, CA 95667

SHIP & INVOICE TO:

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

Contact: Geoff Bodle

Vendor Phone No: (530) 622-4714

Fax No: (530) 622-5345

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		TIRES FOR FLEET VEHICLES ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23 ALL PRICING THROUGH THE STATE OF CALIFORNIA (SEE ATTACHED)		NOT TO EXCEED: \$65,000.00
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	\$65,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	\$65,000.00

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."

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

PURCHASE ORDER NO. B28009

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

DATE: 07/01/22

ACCOUNT: 5040.02

CLASS: 110

TO: GCR TIRES & SERVICE
PO BOX 910530
DENVER, CO 80291-0530

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 07/01/22 THROUGH 06/30/23 ALL PRICING THROUGH THE STATE OF CALIFORNIA (SEE ATTACHED)		NOT TO EXCEED \$65,000.00
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	\$65,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$65,000.00

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."

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

PURCHASE ORDER NO. B28010

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

DATE: 07/01/22

ACCOUNT: 5040

CLASS: 110

TO: GILLIG LLC
PO BOX 743244
LOS ANGELES, CA 90074-3244

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		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23		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. PURCHASING AGENT			SUBTOTAL	\$50,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$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."

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

PURCHASE ORDER NO. B28011

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

DATE: 07/01/22

ACCOUNT: 5030

CLASS: 125, 600

ACCOUNT: VARIOUS

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY

6565 COMMERCE WAY

DIAMOND SPRINGS, CA 95619-9454

TO: GIRARD, EDWARDS, STEVENS &

TUCKER LLP

8801 FOLSOM BLVD SUITE 285

SACRAMENTO, CA 95826

Contact: Brooke

Vendor Phone No: (916) 706-1255

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PROFESSIONAL LEGAL SERVICES FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23		NOT TO EXCEED \$60,000.00
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	\$60,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$60,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

PURCHASE ORDER NO. B28012

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

DATE: 07/01/22

ACCOUNT: 5040

CLASS: 110

TO: GWP HOLDINGS LLC
PO BOX 35144 #1022
SEATTLE, WA 98124-5144

SHIP & INVOICE TO:

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

Contact: John Blazevic

Vendor Phone No: (916) 441-6151

Fax No: (916) 444-9932

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR 07/01/22 THROUGH 06/30/23		NOT TO EXCEED \$45,000.00
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	\$45,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$45,000.00

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."

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

PURCHASE ORDER NO. B28014

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

DATE: 7/1/2022

ACCOUNT: 5040

CLASS: 110

TO:

NORCAL SPIT SHINE
 4054 OPAN TRAIL
 POLLOCK PINES, CA 95726

SHIP & INVOICE TO:

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

Contact: Ben Hendrick

Vendor Phone No: (530) 957-5873

Email: norcalspitshine@gmail.com

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		INTERIOR FLEET CLEANING FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23 MCI Buses @ \$150.00 each Gillig Buses @ \$150.00 each Cutaway Buses @ \$125.00 each Minivans @ \$50.00 each Additional shampoo, steam-clean and/or extraction @ \$45.00 per hour.		NOT TO EXCEED \$60,000.00
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.			SUBTOTAL	\$60,000.00
			SHIPPING	-
			SALES TAX	-
			TOTAL	NTE \$60,000.00
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

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

PURCHASE ORDER NO. B28015

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

DATE: 07/01/22

ACCOUNT: 2035

CLASS: 125

TO: OPERATING ENGINEERS LOCAL
 UNION NO. 3
 ROMMELY MACALOLOY (CHECK-OFF)
 1620 SOUTH LOOP ROAD
 ALAMEDA, CA 94502

SHIP & INVOICE TO:

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

Contact:

Vendor Phone No: (510) 748-7400

Fax No: (510) 748-7401

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		REPRESENTED EMPLOYEES MONTHLY UNION DUES FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23 DUES PAID THROUGH PAYROLL DEDUCTION NO ACTUAL FISCAL COST TO EDCTA		NOT TO EXCEED: \$30,000.00
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	\$30,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$30,000.00

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."

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

PURCHASE ORDER NO. B28016

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

DATE: 07/01/22

ACCOUNT: 5020.02

CLASS: 125

TO: OPERATING ENGINEERS PUBLIC
& MISCELLANEOUS EMPLOYEES
PO BOX 3157
HAYWARD, CA 94540-3157

SHIP & INVOICE TO:

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

Contact:

Vendor Phone No: (510) 337-3050

Fax No:

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		<p>OPERATING ENGINEERS PUBLIC EMPLOYEES HEALTH & WELFARE GROUP MEDICAL COVERAGE FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23</p> <p>NOTE: PURCHASE ORDER REFLECTS TOTAL PREMIUM CHARGED. EDCTA ACTUAL COST IS REDUCED BY PAYROLL DEDUCTION OF EMPLOYEE PORTION.</p>		NOT TO EXCEED: \$980,000.00
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.			SUBTOTAL	\$980,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$980,000.00
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."

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

PURCHASE ORDER NO. B28017

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

DATE: 07/01/22

ACCOUNT: 5050.02

CLASS: 125, 110

ACCOUNT: 5050.03

CLASS: 600, 601, 602

SHIP & INVOICE TO:

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

TO: PACIFIC GAS & ELECTRIC
BOX 997300
SACRAMENTO, CA 95899-7300

Contact:

Vendor Phone No: (800) 743-5000

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 15		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		<p>PROVIDE ELECTRIC SERVICE FOR THE FOLLOWING LOCATIONS:</p> <ul style="list-style-type: none">• ADMINISTRATION BUILDING• MAINTENANCE BUILDING• CAMBRIDGE PARK & RIDE• CENTRAL PARK & RIDE• EL DORADO HILLS PARK & RIDE• PONDEROSA PARK & RIDE• RAY LAWYER DRIVE PARK & RIDE <p>FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23</p>		NOT TO EXCEED: \$64,000.00
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.			SUBTOTAL	\$64,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$64,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

PURCHASE ORDER NO. B28018

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

DATE: 07/01/22

ACCOUNT: 5030

CLASS: 125

TO: PAYCHEX

2365 IRON POINT ROAD, SUITE 240
FOLSOM, CA 95630

SHIP & INVOICE TO:

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

Contact: Jay Lignell

Vendor Phone No: (916) 983-0303 ext. 47563

Fax No: (877) 880-9229

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		BI-WEEKLY PAYROLL PROCESSING FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23 PAYROLL PROCESSING IS PAID AUTOMATICALLY THROUGH AND ELECTRONIC FUNDS TRANSFER TRANSACTION		NOT TO EXCEED: \$30,000.00
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	\$30,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$30,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

PURCHASE ORDER NO. B28019

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

DATE: 07/01/22

ACCOUNT: 5020.01

CLASS: 125

TO: PUBLIC EMPLOYEES RETIREMENT
 SYSTEM
 400 P STREET
 PO BOX 1982
 SACRAMENTO, CA 95809-1982

SHIP & INVOICE TO:

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

Contact:

Vendor Phone No:

Fax No:

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		EMPLOYER PAID RETIREMENT BENEFITS: CLASSIC: EMPLOYEE PORTION 7% EMPLOYER PORTION 11.61% NEW HIRES HIRED AFTER 12/31/12 PEPRA: EMPLOYEE PORTION 7.25% EMPLOYER PORTION 7.76% OF ELIGIBLE GROSS PAYROLL FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23 CalPERS RETIREMENT BENEFITS ARE PAID THROUGH AN ELECTRONIC FUNDS TRANSFER TRANSACTION		NOT TO EXCEED: \$1,061,000.00
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.			SUBTOTAL	\$1,061,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$1,061,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

PURCHASE ORDER NO. B28020

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

DATE: 07/01/22

ACCOUNT: 5090.75

CLASS: 125

TO: RESCO PRINTING
PO BOX 454
EL DORADO, CA 95623-0454

SHIP & INVOICE TO:

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

Contact: Mike

Vendor Phone No: (530) 642-2842

Fax No: (530) 642-9285

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PRINTING OF BROCHURES, PASSES, SCRIP AND RELATED MATERIALS ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23		NOT TO EXCEED: \$35,000.00
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	\$35,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$35,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

PURCHASE ORDER NO. B28021

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

DATE: 07/01/22

ACCOUNT: 5040

CLASS: 110

TO: RON DUPRATT FORD
1320 N. FIRST ST
DIXON, CA 95620

SHIP & INVOICE TO:

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

Contact: Bruce Fetrow

Vendor Phone No: (877) 466-9742

Fax No: (707) 678-2824

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23		NOT TO EXCEED: \$40,000.00
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	\$40,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$40,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

PURCHASE ORDER NO. B28022

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

DATE: 07/01/22

ACCOUNT: VARIOUS CLASS: 125

TO: ROUTEMATCH SOFTWARE LLC
PO BOX 743038
LOS ANGELES, CA 90074-3038

SHIP & INVOICE TO:

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

Contact: Teague Kirkpatrick

Vendor Phone No: (404) 876-5160

Fax No: (404) 898-1145

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		ALL ANNUAL FEES MAINTENANCE AND LICENSE FEES ASSOCIATED WITH SOFTWARE FOR DISPATCH FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23		NOT TO EXCEED: \$65,000.00
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.			SUBTOTAL	\$65,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$65,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

PURCHASE ORDER NO. B28023

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

DATE: 07/01/2022

ACCOUNT: 5090.06

CLASS: 125

ACCOUNT: VARIOUS

CLASS: VARIOUS

SHIP & INVOICE TO:

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

TO: RTS IT INC
1037 SUNCAST LANE SUITE 102
EL DORADO HILLS, CA 95762

Contact: Tony Snider

Vendor Phone No: (530) 676-2020

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		INFORMATION TECHNOLOGY SUPPORT PER SCOPE OF WORK OF RFP #21-01 PERIOD 07/01/22 THROUGH 06/30/23		NOT TO EXCEED: \$48,000.00
		OUT OF SCOPE ITEMS AS OUTLINED IN RFP #21-01		\$8,400.00
		10% CONTINGENCY		\$5,600.00
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	\$62,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$62,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

PURCHASE ORDER NO. B28025

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

DATE: 07/01/22

ACCOUNT: 5020.02

CLASS: 125

TO: SMALL BUSINESS BENEFIT PLAN TRUST
PO BOX 156
425 HARBOR BLVD STE 2C
BELMONT, CA 94002-0156

SHIP & INVOICE TO:

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

Contact: Debbie Barr / VRB

Vendor Phone No: (800) 296-0192

Fax No: (650) 591-4022

PROMISED DELIVERY DATE		TERMS: NET 10		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		<p>EDCTA SPONSORED HEALTH INSURANCE FOR DENTAL AND VISION CARE FOR UNREPRESENTED AND MANAGEMENT EMPLOYEES FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23</p> <p>NOTE: PURCHASE ORDER REFLECTS TOTAL PREMIUM CHARGED. EDCTA ACTUAL COST IS REDUCED BY PAYROLL DEDUCTION OF EMPLOYEE PORTION.</p>		NOT TO EXCEED: \$67,000.00
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.			SUBTOTAL	\$67,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$67,000.00
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

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

PURCHASE ORDER NO. B28026

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

DATE: 07/01/22

ACCOUNT: 5020.04

CLASS: 125

TO: SUN LIFE FINANCIAL
 PO BOX 843201
 KANSAS CITY, MO 64184-3201

SHIP & INVOICE TO:

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

Contact:

Vendor Phone No: (800) 733-7879

Fax No: (816) 881-6005

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		GROUP LIFE, ACCIDENTAL DEATH & DISMEMBERMENT, AND LONG TERM DISABILITY INSURANCE FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23 POLICY # 907727		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. PURCHASING AGENT			SUBTOTAL	\$50,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$50,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

PURCHASE ORDER NO. B28027

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

DATE: 07/01/22

ACCOUNT: 5040

CLASS: 110

TO: THE AFTERMARKET PARTS COMPANY LLC
DBA NFI PARTS
PO BOX 857758
MINNEAPOLIS, MN 55485-7758

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

Contact:

Vendor Phone No: (800) 278-4124

Fax No: (502) 318-3021

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23		NOT TO EXCEED \$65,000.00
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	\$65,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$65,000.00

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."

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

PURCHASE ORDER NO. B28028

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

DATE: 07/01/22

ACCOUNT: 5040.06

CLASS: 110

ACCOUNT: 5040

CLASS: 110

TO: TRANSPORTATION SERVICES INC
P.O. Box 279620
SACRAMENTO, CA 95827-9620

SHIP & INVOICE TO:

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

Contact: Shawn Pruett

Vendor Phone No: (916) 737-5720

Fax No: (916) 737-5755

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		COLLISION REPAIR FOR COMMUTER BUSES FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23		NOT TO EXCEED: \$40,000.00
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	\$40,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$40,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

PURCHASE ORDER NO. B28029

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

DATE: 07/01/22

ACCOUNT: TO BE DESIGNATED

TO: UMPQUA BANK
PO BOX 2310
SPOKANE, WA 99210-2310

SHIP & INVOICE TO:

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

Contact:

Vendor Phone No: (530) 622-4242

Fax No:

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		AGENCY CREDIT CARDS FOR: EXECUTIVE DIRECTOR OPERATIONS MANAGER HUMAN RESOURCES MANAGER PLANNING AND MARKETING MANAGER ADMINISTRATIVE COORDINATOR MISC. VISA PURCHASES FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23		NOT TO EXCEED \$60,000.00
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	\$60,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$60,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

PURCHASE ORDER NO. B28030

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

DATE: 07/01/22

ACCOUNT: 5040 CLASS: 110
ACCOUNT: 5090.06 CLASS: 125

SHIP & INVOICE TO:

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

TO: ZONAR SYSTEMS INC
P.O. BOX 841580
DALLAS, TX 75284-1580

Contact: Michelle Shockes

Vendor Phone No: (206) 878-2459

Fax No: (206) 878-3082

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		ANNUAL MAINTENANCE CONTRACT, REPLACEMENT AND OR ADDITIONAL PARTS AND SERVICES FOR FISCAL YEAR 07/01/22 THROUGH 06/30/23		NOT TO EXCEED: \$28,000.00
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	\$28,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$28,000.00

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 11
Information Item

MEMORANDUM

DATE: May 5, 2022

TO: El Dorado County Transit Authority

FROM: Matthew Mauk, Executive Director

SUBJECT: Final Triennial Performance Audit of the El Dorado County Transit Authority for Fiscal Year 2018/19 through 2020/21

REQUESTED ACTION:

BY MOTION,

Receive and File the Final Triennial Performance Audit of the El Dorado County Transit Authority for Fiscal Year 2018/19 through 2020/21

BACKGROUND

The El Dorado County Transportation Commission (EDCTC) is statutorily required by California Public Utilities Code §99246 to facilitate a Triennial Performance Audit of the activities of transit operators to whom it allocates Transportation Development Act (TDA) funds. The performance audit follows the guidelines established in the Performance Audit Guidebook for Transit Operators published by the California Department of Transportation (Caltrans) Division of Mass Transportation.

The EDCTC retained Moore & Associates, Inc. to prepare the Triennial Performance Audit of the El Dorado County Transit Authority (El Dorado Transit) as the transit operator. The Draft Triennial Performance Audit of El Dorado Transit covering the three (3) fiscal year period beginning July 1, 2018, through June 30, 2021, was presented for Board review at the regular meeting on April 7, 2022.

Based on discussions with agency staff, analysis of program performance, and a review of program compliance and function, the audit team submitted no TDA compliance findings for El Dorado Transit. The audit team identified three functional findings. While the following recommendations were not compliance findings, the audit team felt they were significant enough to be addressed within this audit:

- El Dorado Transit could use an additional 1.0 FTE to provide support for purchasing/procurement activities.
- El Dorado Transit should continue to explore whether IT issues are having a disproportionate impact on maintenance operations and consider staffing adjustments accordingly.

- Transit planning completed prior to the COVID-19 pandemic is unlikely to be relevant given the significant changes in the transit landscape and additional strategic planning efforts should be undertaken to determine future service model and scope.

DISCUSSION

Comments from the Board and staff regarding the Draft Triennial Performance Audit were considered for incorporation prior to the document being finalized. No comments were received from the public and no significant changes were made to the draft version.

The Final Triennial Performance Audit report is available at www.eldoradotransit.com/document-library With the requested action, staff recommends Board acceptance of the Final Triennial Performance Audit of El Dorado Transit covering July 1, 2018, through June 30, 2021, as prepared and presented by Moore and Associates, Inc.

FISCAL IMPACT

None.

AGENDA ITEM 2A
Action Item

MEMORANDUM

DATE: May 5, 2022
TO: El Dorado County Transit Authority
FROM: Brian James, Planning and Marketing Manager
SUBJECT: My Ride - Mileage Reimbursement Program

REQUESTED ACTION:
BY MOTION,

Approve the My Ride mileage reimbursement program as proposed

BACKGROUND

The 2019 Short- and Long-Range Transit Plan states:

“Many transit services with difficult-to-serve mobility needs turn to volunteer driver programs to try to meet such needs, particularly for lower density areas. Programs often focus on medical trips, but often once established expand to include other essential trip purposes, such as grocery shopping or social service appointments.”

“A volunteer driver program is a cost-effective strategy to meet mobility needs in low density areas. This could work well in areas such as Garden Valley or Georgetown where fixed route transit has proven inefficient. As discussed in previous chapters, there are two types of volunteer driver programs: volunteer driver and mileage reimbursement. The former would require El Dorado Transit to dedicate a substantial amount of staff time recruiting and processing volunteers as well as matching volunteers with passengers. For a mileage reimbursement program, passengers recruit their own volunteers. This significantly reduces administrative staff time. Therefore, the mileage reimbursement program is recommended as part of this plan.”

“It is challenging and not cost efficient for El Dorado Transit to transport every resident to services in Placerville at different times. The mileage reimbursement program will help with this aspect but continuing to work closely with local social service agencies to group appointments, sessions, etcetera, which would make public transit more cost effective, will become increasingly important over both the short-term and long-term planning period.”

DISCUSSION

Implementation of the proposed My Ride mileage reimbursement program would fulfill the recommendations from the 2019 Short- and Long-Range Transit Plan to offer a volunteer driver program in the service area. The program would enable seniors (60 or older) or disabled residents of El Dorado County (not including the Tahoe basin) who are registered for the My Ride program at El Dorado Transit to reimburse their friends, neighbors, or family members for providing transportation in their personal vehicles. Trips would be for any purpose, including medical appointments, grocery shopping, hairdresser, and social activities. There would be no fees to participate in this program. The trips would be free for the passenger, and the driver would receive a reimbursement for providing a valuable service for the passenger.

Passengers would register for the My Ride mileage reimbursement program by submitting an El Dorado Transit application. They would recruit friends, neighbors, or family whom they know and trust and have them each complete a registration form and a W-9 form and submit them to El Dorado Transit. Passengers would then track and record miles and driver information for each trip and submit their completed monthly trip log by the 10th of the next month to El Dorado Transit so staff can process the reimbursement in a timely manner. El Dorado Transit would send reimbursement checks to registered drivers who drove participants each month at the current IRS issued standard mileage rate (58.5 cents per mile in 2022) for allowed trips. This rate would be adjusted each year to correspond with the updated IRS issued mileage rate. Each passenger would be allowed up to 350 miles per month. Trips must begin or end in El Dorado County (not including the Tahoe basin), and participants cannot be both the driver and the passenger.

This service would give residents in the rural areas of the county a program to meet their travel needs. It would also give residents in the 50 corridor another transportation option to relieve pressure on the ADA and Dial-a-Ride services at El Dorado Transit. Staff recommends that the Board approve the My Ride mileage reimbursement program as proposed.

FISCAL IMPACT

COST SUMMARY

My Ride Mileage Reimbursement Program	<u>\$25,000</u>
<i>Total Cost</i>	<i>\$25,000</i>

FUNDING SOURCES

Local Transit Funds	<u>\$25,000</u>
<i>Total Revenue</i>	<i>\$25,000</i>

AGENDA ITEM 2B
Action Item

MEMORANDUM

DATE: May 5, 2022

TO: El Dorado County Transit Authority

FROM: Matthew Mauk, Executive Director

SUBJECT: Strategic Planning Project

REQUESTED ACTION:
BY MOTION,

1. **Rejection of the single proposal received in response to the Strategic Planning Request for Proposals, released March 7, 2022**
2. **Provide direction to staff regarding the process for development of a strategic plan**

BACKGROUND

At the regular El Dorado County Transit Authority (El Dorado Transit) Board of Directors meeting on December 2, 2021, Gordon Shaw, Principal with LSC Transportation Consultants, facilitated a roundtable discussion with Directors, stakeholders, and staff to consider the potential need, direction, and scope of a planning effort to guide the agency's recovery from the pandemic. Recognizing the need for public engagement and innovation as the agency restores and expands services to meet the post-pandemic mobility needs of the community, the Board directed staff to develop a draft scope of work to serve as the basis of a potential strategic planning consultant solicitation. A draft narrative, including a proposed scope of work, deliverables, and general timeline was reviewed by the Transit Advisory Committee in January 2022, and presented for Board consideration at the regular meeting on February 3, 2022.

El Dorado Transit staff released the approved Request for Proposals (RFP) on March 7, 2022, seeking a qualified consultant to provide external assistance in the development of a comprehensive Strategic Plan (Plan). As detailed in the RFP, the proposed Plan should address internal and external factors influencing the use of public transit, including impacts from the Covid-19 pandemic, local and regional transit policies, service schedules, route designs, fare policies, passenger tools and amenities, land uses, tourism, etc. The Plan is to include a sharp vision and mission as well as defined goals, objectives and priorities that are realistic, achievable, and measurable.

DISCUSSION

El Dorado Transit staff sent the RFP for strategic planning directly to fourteen (14) consulting firms, including those recommended by Board members and stakeholders. In addition, the RFP was posted on the agency's website and advertised on multiple industry website clearinghouses, including the California Association for Coordinated Transportation (CALACT) and the California Special Districts Association (CSDA). Prospective bidders were invited to submit questions or requests for modifications to the RFP by either email or by participating in a virtual pre-bid meeting tentatively scheduled for March 18, 2022. Despite these efforts, staff did not receive any pre-bid inquiries and received only one (1) written response to the RFP by the April 4th deadline.

After an evaluation and consultation with El Dorado County Transportation Commission (EDCTC) staff, and given the lack of multiple competitive proposals, staff recommends rejection of the single proposal received and requests Board direction on the process for further development of a Plan. At the meeting, staff will discuss options for continuation of the strategic planning project, including the following:

- 1) Revising and releasing a new RFP for a consultant to prepare a comprehensive Plan
- 2) Conducting multiple solicitations for consultant support on specific/specialized aspects of the project

For reference, the following breakdown of primary responsibilities/deliverables is outlined in the original approved Scope of Work:

- Orientation/Training of Participants to the process and components of strategic planning.
- Needs Assessment/Environmental Scan – Reviewing existing plans and documents pertinent to the comprehensive strategic plan, identifying trends and patterns that are applicable, analyzing strengths, weaknesses, opportunities, and threats.
- Internal and External Stakeholder Input - Gathering of stakeholder information and input using appropriate and effective methods of communication and engagement.
- Project Coordination - Regular meetings and monthly status reports to keep the project on schedule and keep identified stakeholders apprised of the process, as needed.
- Process and Meeting Facilitation – Assisting discussion and decision-making; ensuring that conversations are forward-looking, action oriented, and move the participants towards creating a shared future.
- Plan Documentation – Including creation of a final plan document (with executive summary) for public review and presentation.

AGENDA ITEM 3A
Information Item

MEMORANDUM

DATE: May 5, 2022

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Capital Improvement Plan Project 20-02 Automatic Bus Washer Retrofit Completion

REQUESTED ACTION:

BY MOTION,

**Receive Final Closing Budget for Capital Improvement Plan Project
20-02 Automatic Bus Washer Retrofit**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) presents a Capital Improvement Plan (CIP) and Budget for Final Board Adoption prior to July 15 of each year. This plan identifies capital projects that are anticipated to commence in the current and upcoming three years of operation. Typically, each project is brought to the Board prior to initiation, for a more detailed description, budget estimate and anticipated completion date.

DISCUSSION

Automatic Bus Washer Retrofit, Project 20-02 was adopted into the Capital Improvement Plan (CIP) for fiscal year (FY) 2019/20. This project was completed in October 2021 with Section 5307 grants funds received on March 31, 2022, and Local Transportation Funds (LTF).

FISCAL IMPACT

The following is a breakdown of the approved CIP budget and the actual expenses.

	<u>Adopted Budget</u>	<u>Actual Budget</u>
Automatic Bus Washer Retrofit	\$154,858	\$157,332.36
10% Contingency (STA)	<u>\$ 15,485</u>	<u> </u>
	\$170,343	\$157,332.36

Funding		
Federal Transit Administration 5307	\$ 80,503	\$ 80,503.00
Local Transportation Fund (LTF)	<u>\$ 89,840</u>	<u>\$ 76,829.36</u>
	\$170,343	\$157,332.36

Final Project costs were \$13,010.64 under the estimated budget.