


AGENDA ITEM 2 B
Action Item

MEMORANDUM

DATE: February 4, 2010
TO: El Dorado County Transit Authority
FROM: Mindy Jackson, Executive Director 
SUBJECT: Purchase Order No. 15242 to Acquire Four (4)
Type IV Minivans

REQUESTED ACTION:
BY MOTION,

1. **Approve Purchase Order No. 15242 in the amount of \$164,240.89 issued to El Dorado Bus Sales for Acquisition of Four (4) Type IV Minivans**
2. **Authorize Executive Director to execute all documents including purchase order or requisitions for up to ten-percent (10%) of purchase order to facilitate project completion.**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) was awarded an American Recovery and Reinvestment Act (ARRA) grant in October 2009, administered through the Federal Transit Administration (FTA) Section 5311 program for the acquisition of four (4) Dial-A-Ride minivans and five (5) Local Route buses.

On June 5, 2008 El Dorado Transit approved the Capital Improvement Plan (CIP) for fiscal year 2008/2009. This plan included project 09-01 for the acquisition of these vehicles.

Purchase Order No. 15216 in the amount of \$589,384.55 for the purchase of the five (5) local route buses was approved on November 5, 2009.

The Dial-A-Ride minivan purchase was delayed pending a contract award by either the State of California or the CalACT/Morongo Basin Transit Authority (MBTA) Vehicle Purchasing Cooperative.

DISCUSSION

The initial grant application for nine (9) replacement vehicles was submitted to the Federal Transit Administration (FTA) Section 5310 grant program. The FTA 5310

program requires a local match of 11.47%. Caltrans allowed agencies to apply for ARRA funding that does not require matching funds however; the maximum reimbursable amount is \$643,000.

Typically El Dorado transit purchases vehicles off the State Bid however; there are serious delays in the award of the State Bid. The California Association for Coordinated Transit (CalACT) initiated the CalACT/MBTA Vehicle Purchasing Cooperative to assist it's members and other transit operators with vehicle purchases. The cooperative recently awarded multiple vendor contracts for paratransit vehicles that meet all Federal, State and local procurement requirements.

Purchase Order No.15242 submitted for approval utilizes the CalACT/MBTA Vehicle Purchasing Cooperative contact award.

FISCAL IMPACT:

Capital Budget

This outline includes all costs associated with this procurement:

	<u>Original Budget</u>	<u>Proposed Budget</u>
FTA Section 5310	\$ 134,400.00	\$ -0-
ARRA Share	\$ -0-	\$ 168,000.00
Local Match Share (STA)	\$ 46,264.98	\$ -0-
PTMISEA (includes contingency)	\$ -0-	\$ 12,664.98
Total Project Cost	\$ 180,664.98	\$ 180,664.98

EL DORADO COUNTY TRANSIT AUTHORITY

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

PURCHASE ORDER NO. 15242

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

DATE: 02/04/2010

TO:

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EI DORADO BUS SALES
29220 PACIFIC STREET
HAYWARD, CA 94544
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ACCOUNT: 9800.01

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

Contact: Dan Williams

Vendor Phone No.: 510-728-1500

FAX No.: 510-728-7800

PROMISED DELIVERY DATE		TERMS:	
		F.O.B. Diamond Springs	
QTY	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
4	Type 4 – El Dorado National Amerivans	\$38,564.00	\$154,256.00
4	Additional Fees to Include; Document Prep Fee (taxable) DMV Electronic Filing California Tire Fee	\$ 55.00 \$ 29.00 \$ 8.75	\$ 220.00 \$ 116.00 \$ 35.00
I hereby certify that this purchase order is in accordance		Subtotal	\$154,627.00
		Non-Taxable	\$ 38,095.00
with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.		Sales Tax 8.25%	\$ 9,613.89
PURCHASING AGENT		TOTAL	\$164,240.89

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