

AGENDA ITEM 6 G  
Consent Calendar Item

**MEMORANDUM**

**DATE:** February 7, 2008

**TO:** El Dorado County Transit Authority

**FROM:** Mindy Jackson, Transit Director  
Julie Petersen, Fiscal Administration Manager

**SUBJECT:** Approval of Holt of California \$57,031.23 Purchase Order No. 13238 for installation of emission reduction devices

**REQUESTED ACTION:**

**BY MOTION,**

- 1) Approve Purchase Order 13238 issued to Holt of California in the amount of \$57,031.25 for Installation of Donaldson High Efficiency Diesel Multi-Stage Muffler (DMF) Emission Solution systems on five (5) commuter buses.
- 2) Authorize Transit 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 (EDCTA) is required to comply with Title 13, California Code of Regulation section 1956.2 Fleet Rule for Transit Agencies. The EDCTA fleet includes nineteen (19) diesel powered commuter buses to provide commuter service along the state highway 50 corridor. The regulation requires transit agencies utilizing diesel powered buses to meet engines standards for emission reductions.

Purchase Order No. 13238 for \$57,031.23 provides acquisition and installation of CARB certified emission control devices and requires board approval per the El Dorado County Transit Authority (EDCTA) Purchasing Procedures and Joint Powers Agreement. Specifically, board approval is required for Purchase Orders over \$10,000 and Purchase Requisitions over \$5,000.

The Transit Director certifies that this purchase has been processed within approved Purchasing Procedures and is included within the approved capital budget for Fiscal Year 2007/2008, project number 08-06.

## **DISCUSSION**

The California Air Quality Resource Board (CARB) regulations require transit fleet vehicles powered with diesel engines to install devices or replace engines to comply with the engine standards. Fourteen (14) diesel powered EDCTA fleet vehicles currently meet the required standard. Five (5) of the nineteen (19) EDCTA commuter fleet vehicles are 35' Bluebird buses with 2005 diesel engines and require retrofits to meet the required engine standard. EDCTA staff recommends installation of CARB certified diesel emission control (DEC) equipment as opposed to replacing 2005 year engines.

As stated in the background information above, EDCTA included this engine retrofit project in the capital plan and budget for fiscal year 2007/2008. The recommended action includes a request to authorize the Transit Director to execute all documents necessary to complete the project up to ten-percent (10%) of the purchase order amount or \$5,703. This action allows the Transit Director to approve purchase requisition over \$5,000 or increase the purchase order up to \$5,703 if warranted to facilitate project completion.

## **FISCAL IMPACT**

### Adopted Capital Plan and Budget

FY 07/08

#### *Expense*

Retrofit Five (5) Caterpillar Diesel Engines

\$57,031.25

10% Contingency

\$ 5,703.00

#### *Revenue*

State Transit Assistance Funds (STA) allocated to project

\$160,000.

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

**PURCHASE ORDER NO. 13238**

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

**DATE: 02/07/08**

ACCOUNT: 9910.07      CLASS: 900

TO: HOLT OF CALIFORNIA  
3850 CHANNEL DRIVE  
WEST SACRAMENTO, CA 95691

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

Contact: ERIC GRAEF

Vendor Phone No: (888) 373-2544

FAX No:

PROMISED DELIVERY DATE		TERMS		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		<p align="center">INSTALL 5 NEW DONALDSON DIESEL PARTICULATE FILTERS TO MEET EMISSION STANDARDS FOR THE CARB</p> <p align="center">APPROVED 2007-2008 CAPITAL PROJECT # 08-06 ON JUNE 7, 2007</p>		\$57,031.25
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			<b>SUBTOTAL</b>	\$57,031.25
			<b>SHIPPING</b>	
			<b>SALES TAX</b>	
			<b>TOTAL</b>	\$57,031.25
<b>PURCHASING AGENT</b>				

**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