



6565 Commerce Way  
Diamond Springs, CA 95619-9454

(530) 642-5383  
Fax: (530) 622-BUSS  
www.eldoradotransit.com

Ron Briggs  
El Dorado County  
Board of Supervisors  
Supervisorial District IV

Patty Borelli  
Placerville City  
Councilmember

Carl Hagen, Chair  
Placerville City  
Councilmember



Mindy Jackson  
Transit Director

James R. "Jack" Sweeney, Vice Chair  
El Dorado County  
Board of Supervisors  
Supervisorial District III

Rusty Dupray  
El Dorado County  
Board of Supervisors  
Supervisorial District I

**El Dorado County Transit Authority  
Board of Supervisors Conference Room  
330 Fair Lane  
Placerville, California 95667  
Monday, July 9, 2007**

**8:30 a.m.**

## SPECIAL MEETING AGENDA

Chair: Carl Hagen, City of Placerville Councilmember  
Vice-Chair: James R. (Jack) Sweeney, El Dorado County Supervisor  
EDCTA Directors: Rusty Dupray, El Dorado County Supervisor  
Patty Borelli, City of Placerville Councilmember  
Ron Briggs, El Dorado County Supervisor

- Pierre Rivas Alternate for City Councilmembers
- Vacant, Alternate for Board of Supervisors

1. CALL TO ORDER AND ROLL CALL

2. ADOPTION OF AGENDA

3. PUBLIC COMMENT

This is a special meeting. Pursuant to Government Code Section 54954.3, public comment is limited to items appearing on the agenda. The public shall have the right to comment on any items appearing on the agenda prior to or during consideration of the item.

**PAGE**

4. ACTION ITEMS

A. Approve Purchase Orders above \$10,000 for Fiscal Year  
2007/2008

**3**

5. BOARD MEMBER COMMENTS

6. ADJOURNMENT

**NEXT REGULAR EDCTA BOARD MEETING**

**Thursday, September 6, 2007, 1:00 p.m.**

**2850 Fairlane Court**

**Building C Hearing Room**

**Placerville, CA**

AGENDA ITEM 4 A  
Action Item

**MEMORANDUM**

**DATE:** July 9, 2007

**TO:** El Dorado County Transit Authority

**FROM:** Julie Petersen, Fiscal Administration Manager

**SUBJECT:** Purchase Orders above \$10,000 for Fiscal Year 2007/2008

**REQUESTED ACTION:**

**BY MOTION,** Approval of Purchase Orders above \$10,000 for Fiscal Year 2007/2008

**BACKGROUND**

El Dorado County Transit Authority (EDCTA) Purchasing Procedures and the Joint Powers Agreement establishing EDCTA require Board approval for Purchase Orders over \$10,000 and Purchase Requisitions over \$5,000.

EDCTA purchasing procedures allow an exemption to competitive bidding per section 3.12.132. Resolution No. 07-08 Identifying Fuel as Exempt from Competitive Bidding and Authorizing the Transit Director to Procure Fuel from Outside Vendors was approved May 3, 2007.

El Dorado County Transit Authority (EDCTA) operates a fleet of Fifty-four (56) vehicles and purchases green low sulfur diesel and unleaded gasoline from three (3) commercial cardlock fuel vendors.

The Transit Director certifies that these purchases are processed within approved Purchasing Procedures and are included within the approved operating budget for Fiscal Year 2007/2008.

- |                      |                                       |            |
|----------------------|---------------------------------------|------------|
| • Dawson Oil Company | Blanket Purchase Order No. B13144 NTE | \$500,000. |
| • Hunt & Sons        | Blanket Purchase Order No. B13145 NTE | \$30,000.  |
| • Ramos Oil Company  | Blanket Purchase Order No. B13146 NTE | \$15,000.  |

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

**PURCHASE ORDER NO. B13144**

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

**DATE: 07/09/07**

ACCOUNT: 5040.01

TO: DAWSON OIL COMPANY  
PO BOX 360  
ROCKLIN, CA 95619

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

Contact:

Vendor Phone No: 530-642-2681

FAX No:

PROMISED DELIVERY DATE		TERMS	NET 10	
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	EXTENDED TOTAL	
		FUEL PURCHASES FOR TRANSIT FLEET VEHICLES FOR FISCAL YEAR 07/01/07 THROUGH 06/30/08	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.			SUBTOTAL	\$500,000.00
			SHIPPING	
			SALES TAX	
			<b>TOTAL</b>	NTE: \$500,000.00
<b>PURCHASING AGENT</b>				

"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. B13145**

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

**DATE: 07/09/07**

ACCOUNT: 5040.01

TO: HUNT & SONS  
 P.O. BOX 277670  
 SACRAMENTO, CA 95827-7670

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

Contact:

Vendor Phone No: 530-642-2681

FAX No:

PROMISED DELIVERY DATE		TERMS	NET 15	
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		FUEL PURCHASES FOR TRANSIT FLEET VEHICLES FOR FISCAL YEAR 07/01/07 THROUGH 06/30/08		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.			<b>SUBTOTAL</b>	\$30,000.00
			<b>SHIPPING</b>	
			<b>SALES TAX</b>	
			<b>TOTAL</b>	NTE: \$30,000.00
<b>PURCHASING AGENT</b>				

"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."

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**PURCHASE ORDER NO. B13146**

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

**DATE: 07/09/07**

ACCOUNT: 5040.01

TO: RAMOS OIL COMPANY  
 PO BOX 401  
 1515 SOUTH RIVER ROAD  
 WEST. SACRAMENTO, CA 95691

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

Contact:

Vendor Phone No: 916-371-2570

FAX No: 916-371-0635

PROMISED DELIVERY DATE		TERMS	NET 15	
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		FUEL PURCHASES FOR TRANSIT FLEET VEHICLES FOR FISCAL YEAR 07/01/07 THROUGH 06/30/08		NOT TO EXCEED: \$15,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			<b>SUBTOTAL</b>	\$15,000.00
			<b>SHIPPING</b>	
			<b>SALES TAX</b>	
			<b>TOTAL</b>	NTE: \$15,000.00
<b>PURCHASING AGENT</b>				

"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."