

COMMISSIONERS

COUNTY OF COLUSA:

GARY EVANS
KENT BOES
DAURICE K. SMITH,
VICE-CHAIR

City Colusa:

DENISE CONRADO
GREG PONCIANO

City of Williams:

FRANK KENNEDY, CHAIR



COUNTY OF COLUSA
TRANSPORTATION COMMISSION &
TRANSIT AGENCY
1215 MARKET STREET,
COLUSA, CA 95932
TELEPHONE 530-458-0508
FAX (530) 458-2035
Michael Azevedo,
Public Works Director
colusacountyca.iqm2.com
www.countyofcolusa.org

COLUSA COUNTY TRANSPORTATION COMMISSION & TRANSIT AGENCY

Agenda

August 29, 2023

Colusa County Board of Supervisors Chambers
546 Jay Street, Suite 108
Colusa, CA 95932

3:00 p.m. CALL TO ORDER/ROLL CALL

I. PERIOD OF PUBLIC COMMENT (TRANSIT AND/OR TRANSPORTATION)

II. MINUTES APPROVAL

1. Minutes Approval
Transportation Commission & Transit Agency – Regular Meeting – June 20, 2023.

III. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Director
2. Transit Manager
3. Caltrans
4. City of Colusa
5. City of Williams
6. California Highway Patrol

3:05 p.m. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

1. Public Hearing and adoption of FY 2023-24 Final Budget for the Local Transportation Fund, State Transit Assistance Fund, and Local Transportation Planning Fund in the amount of \$1,484,789.

SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

1. Public Hearing and adoption of FY 2023-24 Final Budget for the Transit Agency Fund in the amount of \$2,054,622.
2. Public Hearing to consider the annual Unmet Needs of the Transit dependent population and determine one of the following three (3) findings:

1. There are no unmet needs,
 2. There are unmet needs that are not reasonable to meet, or
 3. There are unmet needs that are reasonable to meet.
3. Adopt a Resolution approving State of Good Repair Allocation FY 23/24 Under the Road Repair and Accountability Act of 2017
 4. Adopt a Resolution Of The Colusa County Transit Agency Authorizing The Execution Of The Certifications And Assurances And Authorized Agent Forms For The Low Carbon Transit Operations Program (LCTOP) For The Free Fare Days Project.
 5. Adopt the plans, specifications and working details for Transit Solar Inverter replacement and Grid Connection.
 6. Make a finding that competitive bidding is not in the County's best interest due to compatibility, supply availability, economics and approve the purchase of an un-budgeted new Inline AFT Exchanger and the Transit Agency Purchasing Agent to procure.

ADJOURN

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the purview of the Transportation Commission and Transit Agency and is not already on today's agenda. The total amount of time allotted for receiving such public communication shall be limited to a total of **15 minutes per issue** and each individual or group will be limited to no more than **5 minutes each**. **Note:** No Board action shall be taken on comments received.

ADA COMPLIANCE: Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the County Board Clerk, specifying your disability, the format in which you would like to receive this Agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS: Pursuant to Government Code section 84308, members of the Transportation Commission and Transit Agency are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Committee member received more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the Commission's decision on the agenda item since January 1, 2023. Members of the Transportation Commission and Transit Agency who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Committee member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Committee member and may be made either in writing to the Secretary of the Transportation Commission and Transit Agency prior to the subject hearing or by verbal disclosure at the time of the hearing.

All supporting documentation is available for public inspection and review in the Office of the Board Clerk, 547 Market Street, Suite 102, Colusa, CA 95932 during regular business hours 8:30 a.m. to 5:00 p.m., Monday through Friday.

COMMISSIONERS**COUNTY OF COLUSA:**

GARY EVANS
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City of Williams:

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**Transportation Commission & Transit Agency
 Board Chambers
 546 Jay Street, Suite 108
 Colusa, CA 95932**

**Minutes
 June 20, 2023**

The Colusa County Transportation Committee (CCTC) and the Colusa County Transit Agency (CCTA) meet in Regular Session this 20th day of June 2023 at the hour of 3:00 p.m.
 Present: Commissioners Greg Ponciano, Daurice K. Smith, Denise Conrado, Kent S. Boes and Frank Kennedy. Absent: Commissioner Gary J. Evans

I. PERIOD OF PUBLIC COMMENT (TRANSIT AND/OR TRANSPORTATION)

None.

II. MINUTES APPROVAL

1. Minutes Approval

Transportation Commission & Transit Agency – Regular Meeting – May 23, 2023.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Smith
SECONDER:	Boes
AYES:	Kennedy, Smith, Boes, Conrado, Ponciano
ABSENT:	Evans

III. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Director

None.

2. Transit Manager

Mr. Rogers updates the Commissioners on staffing issues and ridership numbers.

3. Caltrans

None.

4. City of Colusa

None.

Minutes Acceptance: Minutes of Jun 20, 2023 3:00 PM (Minutes Approval)

5. City of Williams
Mr. Kennedy states a contract was signed to complete the E Street project.
6. California Highway Patrol
None.

IV. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

1. Adopt **Resolution No. 2324-001** Apportioning Local Transportation Funds For The 2023-2024 Fiscal Year.

Comments received by Mr. Azevedo.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Smith
SECONDER:	Conrado
AYES:	Kennedy, Smith, Boes, Conrado, Ponciano
ABSENT:	Evans

2. Adopt **Resolution No. 2324-002** for the Distribution of the Local Transportation Funds for Fiscal Year 2023-2024.

Comments received by Mr. Azevedo.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Smith
SECONDER:	Ponciano
AYES:	Kennedy, Smith, Boes, Conrado, Ponciano
ABSENT:	Evans

3. Adopt **Resolution No. 2324-003** for the Allocation of State Transit Assistance Funds For Fiscal Year 2023-2024.

Comments received by Mr. Azevedo.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Smith
SECONDER:	Conrado
AYES:	Kennedy, Smith, Boes, Conrado, Ponciano
ABSENT:	Evans

4. Approve FY 2023/2024 Preliminary Budgets in the amount of \$1,484,789. for the Local Transportation Fund, State Transit Assistance Fund, and Local Transportation Planning Fund.

Comments received by Ms. Montejano.

Minutes Acceptance: Minutes of Jun 20, 2023 3:00 PM (Minutes Approval)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Boes
SECONDER:	Ponciano
AYES:	Kennedy, Smith, Boes, Conrado, Ponciano
ABSENT:	Evans

V. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

Chair Kennedy declares a recess at 3:15 p.m. and states the Commissioners are now sitting as the Colusa County Transit Agency, with all Commissioners present except, Commissioner Evans.

1. Approve FY 2023/2024 Preliminary Budget in the amount of \$2,158,728 for the Transit Agency Fund.

Comments received by Ms. Montejano.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Smith
SECONDER:	Conrado
AYES:	Kennedy, Smith, Boes, Conrado, Ponciano
ABSENT:	Evans

3. Approve Contract No. **TA23-001** an Interconnection Agreement (IA) with **Pacific Gas and Electric Company (PG&E)** for the purpose of connecting a photovoltaic system with a capacity of 1,000kw or less to the power grid and authorize the Executive Director to sign.

Comments received by Mr. Azevedo.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Smith
SECONDER:	Ponciano
AYES:	Kennedy, Smith, Boes, Conrado, Ponciano
ABSENT:	Evans

Chair Kennedy adjourned the meeting at 3:26 p.m. to reconvene in Regular Session on August 29, 2023 at the hour of 3:00 p.m.

Frank Kennedy, Chair

Attest: Michael Azevedo,
Secretary to the Transportation
Commission & Transit Agency

BY _____
Patricia Rodriguez, Deputy Clerk

Minutes Acceptance: Minutes of Jun 20, 2023 3:00 PM (Minutes Approval)

**Request For Transportation Commission and Transit Agency**

MEETING DATE: August 29, 2023

DEPARTMENT: Transportation Commission

FROM: Kirsten Montejano

SUBJECT: Public Hearing to Adopt the Fiscal Year 2023-24 Final Budget for Transportation

3:05 p.m. Public Hearing and adoption of FY 2023-24 Final Budget for the Local Transportation Fund, State Transit Assistance Fund, and Local Transportation Planning Fund in the amount of \$1,484,789.

Detailed Description/Background of request

This request is to hold the public hearing to receive proposals for revisions to the recommended Transportation FY2022-23 Budgets.

Following the public hearing the Commissioners have the Transportation FY 2023-24 Final Budgets to consider for approval.

Local Transportation Fund	(#051) \$1,055,000.
State Transit Assistance Fund	(#052) \$ 271,789.
Transportation Planning Fund	(#053) \$ 158,000.

Prior Board Action

Approved FY2023-24 Preliminary Budgets on 6/20/23.

Fiscal Impact/Funding Source

Per attached Budget docs

Action for the Clerk

None

ATTACHMENTS:

- Public Hearing Notice - Budget Approval for Transportation Commission (DOCX)
- 2023-2024 FINAL Budget 051 LTF (PDF)
- 2023-2024 FINAL Budget 052 STA (PDF)
- 2023-2024 FINAL Budget 053 Trans Plng (PDF)
- Affidavit of Publication for Transportation (PDF)

Pioneer Review: Please publish
Posted at Courthouse:

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT the Colusa County Transportation Commission will conduct a Public Hearing August 29, 2024 at 3:05 p.m. in the Board of Supervisors Chambers located at 546 Jay Street, Suite 108, Colusa, CA, regarding the approval of the 2023-2024 fiscal year budget for the Local Transportation Fund, State Transit Assistance Fund, and Local Transportation Planning Fund.

All documentation is available for review in accordance with Agenda Scheduling Deadlines at the Office of the Clerk of the Board. If you have questions or concerns regarding this matter, or would like to submit comments you may do so to the following: Clerk to the Board of Supervisors, 547 Market Street, Ste. 102, Colusa, CA (530)458-0509, or by e-mail at boardclerk@countyofcolusa.org. All persons are invited to attend and be heard.

Dated:

By: ORIGINAL SIGNED
Patricia Rodriguez, Deputy Clerk

State Controller Schedules

COUNTY OF COLUSA

County Budget Act

January 2010

**STATE DISTRICTS, COMMISSIONS & AUTHORITIES GOVERNED THROUGH OTHER BOARDS
FINANCING SOURCES AND USES BY BUDGET UNIT BY OBJECT
FISCAL YEAR 2023-24**

FUND - 051 - LOCAL TRANSPORTATION FUND**FINAL**

Detail by Revenue Category / Account and Expenditure Object / Subobject		2019-20 Actuals	2020-21 Actuals	2021-22 Actuals	2022-23 Budget	2023-24 REQUEST	
<u>TAXES</u>							
41072	Sales And Use Tax	1,241,871	1,397,091	1,457,879	1,100,000	1,200,000	1/4 cent of sales tax in county
TOTAL	Taxes	1,241,871	1,397,091	1,457,879	1,100,000	1,200,000	
<u>REVENUE FROM USE OF MONEY</u>							
44190	Interest	18,261	7,245	3,771	5,000	5,000	
44192	Interest ADJ to MKT Value	130	(930)	(27,538)	-	-	
TOTAL	Revenue From Use Of Money	18,391	6,315	(23,767)	5,000	5,000	
TOTAL REVENUE		1,260,262	1,403,406	1,434,112	1,105,000	1,205,000	
<u>SERVICES AND SUPPLIES</u>							
53150	Memberships	1,500	1,000	1,000	1,000	1,000	
53170	Office Expense	4	23	1	100	100	
53171	Postage	3	-	-	8	11	
53180	Professional Services			-	-	-	
53190	Publication & Legal Notices	35	72	-	100	100	
53229	Indirect Overhead Costs	3,863	3,113	8,676	9,792	2,499	
TOTAL	Services And Supplies	5,405	4,208	9,677	11,000	3,710	
<u>TRANSPORTATION PROJECTS</u>							
58304	Administration	9,839	10,158	14,173	14,000	20,290	annual audit & dpw admin
58305	Regional Transportation	680,463	593,110	610,273	930,000	1,031,000	To Transit 042-48028
58315	County Road Maint	222,161	287,426	374,504			
58316	St Maint-City Colusa	132,351	171,233	223,109			
58317	St Maint-City Williams	118,171	152,886	-	-	-	
TOTAL	Transportation Projects	1,162,985	1,214,813	1,222,059	944,000	1,051,290	
TOTAL EXPENDITURES / APPROPRIATIONS		1,168,390	1,219,021	1,231,736	955,000	1,055,000	
NET COST		(91,872)	(184,385)	(202,376)	(150,000)	(150,000)	

Fund #051-04020-465

Attachment: 2023-2024 FINAL Budget 051 LTF (9256 : Public Hearing to Adopt the FY 2023-2024 Final

State Controller Schedules
County Budget Act
January 2010

COUNTY OF COLUSA

STATE DISTRICTS, COMMISSIONS & AUTHORITIES GOVERNED THROUGH OTHER BOARDS
FINANCING SOURCES AND USES BY BUDGET UNIT BY OBJECT
FISCAL YEAR 2023-24

FUND - 052 - STATE TRANSIT ASSISTANCE

FINAL

Detail by Revenue Category / Account and Expenditure Object / Subobject		2019-20 Actuals	2020-21 Actuals	2021-22 Actuals	2022-23 Budget	2023-24 Request	
(1)							
REVENUE FROM USE OF MONEY							
44190	Interest	117	33	23	50	22	
44192	Interest Adj to Mkt Value	-	-	-	-	-	
TOTAL	Revenue From Use Of Money	117	33	23	50	22	
AID, OTHER AGENCY							
45437	State Transit Assistance	194,724	164,769	190,428	216,170	271,767	State Estimate
TOTAL	Aid, Other Agency	194,724	164,769	190,428	216,170	271,767	
TOTAL REVENUE		194,841	164,802	190,451	216,220	271,789	
TRANSPORTATION PROJECTS							
53229	A-87 Cost Plan	73	162	379	(26)	22	
58301	State Transit Assistance	194,754	164,650	190,053	216,246	271,767	To Transit 042-45437
TOTAL	Transportation Projects	194,827	164,812	190,432	216,220	271,789	
TOTAL EXPENDITURES / APPROPRIATIONS		194,827	164,812	190,432	216,220	271,789	
NET COST							
		(14)	10	(19)	-	-	

Attachment: 2023-2024 FINAL Budget 052 STA (9256 : Public Hearing to Adopt the FY 2023-2024 Final

State Controller Schedules

County Budget Act

January 2010

COUNTY OF COLUSA

STATE DISTRICTS, COMMISSIONS & AUTHORITIES GOVERNED THROUGH OTHER BOARDS

FINANCING SOURCES AND USES BY BUDGET UNIT BY OBJECT

FISCAL YEAR 2023-24

FUND - 053 - LOCAL TRANS-PLANNING

FINAL

Detail by Revenue Category / Account and Expenditure Object / Subobject	2019-20 Actuals	2020-21 Actuals	2021-22 Actuals	2022-23 Budget	2023-24 Request
(1)					

REVENUE FROM USE OF MONEY

44190	Interest	3,849	842	537	3,000	1,000
44192	Interest Adj to Mkt Value	26	(171)	(4,394)	-	-
TOTAL	Revenue Form Use Of Money	3,875	671	(3,857)	3,000	1,000

AID, OTHER AGENCY

45434	OWP Planning Assistance	73,106	185,691	145,339	158,000	158,000
45436	SAFETEA-LU/RSTP	305,108	155,383	161,816	-	-
TOTAL	Aid, Other Agency	378,214	341,074	307,155	158,000	158,000

Unknown amount until April/May 2024

TOTAL REVENUE		382,089	341,745	303,298	161,000	159,000
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SERVICES AND SUPPLIES

53060	Communications	3,991	4,210	4,252	4,541	5,700	Hotspot \$700; Mxl GPS \$2.5k; Arb GPS \$2.5k
53121	Maintenance of Software	18,708	19,290	20,230	22,230	-	Discontinue acct Effective FY23/24 use Acct 53231
53231	Software					25,000	Metro \$6k; Cartegraph \$6.5; Esri \$9k; DLT \$3.5k
53229	Indirect Overhead Cost	2,943	1,975	2,352	1,178	181	
TOTAL	Services And Supplies	25,642	25,475	26,834	27,949	30,881	

TRANSPORTATION PROJECTS

58302	OWP Transportation PIng/Blueprint	103,884	128,815	129,248	130,051	127,119	
58311	SAFETEA-LU/RSTP - County of Colusa	143,401	73,030	76,054			Unknown allocation until April/May 2024
58312	SAFETEA-LU/RSTP - City of Colusa	85,430	43,507	-			Unknown allocation until April/May 2024
58313	SAFETEA-LU/RSTP - City of Williams	76,277	38,846	-			Unknown allocation until April/May 2024
TOTAL	Transportation Projects	408,992	284,198	205,302	130,051	127,119	

TOTAL EXPENDITURES / APPROPRIATIONS		434,634	309,673	232,136	158,000	158,000
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NET COST		52,545	(32,072)	(71,162)	(3,000)	(1,000)
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NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT the Colusa County Transportation Commission will conduct a Public Hearing August 29, 2024 at 3:05 p.m. in the Board of Supervisors Chambers located at 546 Jay Street, Suite 108, Colusa, CA, regarding the approval of the 2023-2024 fiscal year budget for the Local Transportation Fund, State Transit Assistance Fund, and Local Transportation Planning Fund.

All documentation is available for review in accordance with Agenda Scheduling Deadlines at the Office of the Clerk of the Board. If you have questions or concerns regarding this matter, or would like to submit comments you may do so to the following: Clerk to the Board of Supervisors, 547 Market Street, Ste. 102, Colusa, CA (530)458-0508, or by e-mail at boardclerk@countyofcolusa.org. All persons are invited to attend and be heard.

Dated: August 9, 2023

ORIGINAL SIGNED

By Patricia Rodriguez, Deputy Clerk

08/18/2023 · CCPR



Request For Transportation Commission and Transit Agency

MEETING DATE: August 29, 2023

DEPARTMENT: Transit Agency

FROM: Kirsten Montejano

SUBJECT: Public Hearing to Adopt the FY 2023-24 Final Budget for Transit

3:05 p.m. Public Hearing and adoption of FY 2023-24 Final Budget for the Transit Agency Fund in the amount of \$2,054,622.

Detailed Description/Background of request

This request is to hold the public hearing to receive proposals for revisions to the recommended Transit Agency FY2023-24 Budget.

Following the public hearing the Commissioners have the Transit Agency FY 2023-24 Final Budget to consider for approval.

Transit Agency Fund (#042) \$2,054,622.

Prior Board Action

Approved FY2023-24 Preliminary Budget on 6/20/23.

Fiscal Impact/Funding Source

Per attached budget doc

Action for the Clerk

None

ATTACHMENTS:

- Public Hearing Notice - Budget Approval for Transit Agency (DOCX)
- 2023-2024 FINAL Budget 042 Transit (PDF)
- Affidavit of Publication for Transit (PDF)

Pioneer Review: Please publish
Posted at Courthouse:

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT the Colusa County Transit Agency will conduct a Public Hearing August 29, 2023 at 3:05 p.m. in the Board of Supervisors Chambers located at 546 Jay Street, Suite 108, Colusa, CA, regarding the approval of the 2023-2024 fiscal year budget for the Colusa County Transit Agency Fund.

All documentation is available for review in accordance with Agenda Scheduling Deadlines at the Office of the Clerk of the Board. If you have questions or concerns regarding this matter, or would like to submit comments you may do so to the following: Clerk to the Board of Supervisors, 547 Market Street, Ste. 102, Colusa, CA (530)458-0509, or by e-mail at boardclerk@countyofcolusa.org. All persons are invited to attend and be heard.

Dated:

By: ORIGINAL SIGNED
Patricia Rodriguez, Deputy Clerk

State Controller Schedules
County Budget Act
January 2010

COUNTY OF COLUSA
OPERATION OF ENTERPRISE FUND
FISCAL YEAR 2023-24

FUND - 042 - REGIONAL TRANSPORTATION

					FINAL
Operating Detail	2019-20 Actuals	2020-21 Actuals	2021-22 Actuals	2022-23 Budget	2023-24 Request
OPERATING REVENUES					
REVENUE FROM USE OF MONEY					
44190 Interest Income and/or (Expense)	12,414	3,451	1,055	5,000	1,000
44192 Interest Adj to Mkt Value	68	(393)	(6,519)		
TOTAL Revenue From Use Of Money	12,482	3,058	(5,464)	5,000	1,000
AID, OTHER AGENCY					
45378 BH-Vets Med Transp	-	-	-	-	-
45379 DHHS-Client Med Transp					
45425 Area Agency On Aging	9,779	13,933	11,067	10,000	10,000
45426 Area Agency On Aging OTO	7,768				
45428 Transit Block Grant	810	-	-	-	-
45437 State Transit Assistance	194,754	164,650	190,053	190,053	271,767 From STA fund 052-58301
45445 Transit-TSSSDRA					
45446 Transit-PTMISEA-Prop 1B					
45540 CARES Act Funding	8,500	127,403	260,559	130,280	
45544 LCTOP	-	23,544	56,561	55,901	23/24 Allocation unknown until Feb 2024
45576 FTA - Operating	122,702	-	264,297	175,021	200,000 Estimate
45578 State of Good Repair (SB1)	36,251	32,810	34,258	35,604	36,507 State Estimate 1/31/23 - toward bus purchases
45641 Federal Grant			-	462,400	462,400 For buses: \$162,400 5311 Grant; \$300k 5339 Grant;
45655 Covid CRRSAA			388,861		
TOTAL Aid, Other Agency	380,564	362,340	1,205,656	1,059,259	980,674
CHARGES FOR CURRENT SERV					
46779 Fare Box	77,400	25,840	49,853	70,000	70,000
46780 Charter Services	1,350		600		
TOTAL Charges For Current Serv	78,750	25,840	50,453	70,000	70,000
OTHER REVENUE					
47910 Sale of Fixed Assets	-	-	100	-	-
47915 Dental Stabilization Reimb	-	-	223	-	-
47959 P Y Insurance Dividend	1,270	-	-	-	-
47981 Advertising	13,365	10,192	15,975	10,000	-
47992 Donations-Med Escort Serv	60	660	830	500	-
48028 Non-Revenue	680,463	593,110	610,274	780,000	881,000 From LTF fund 051-58305
48030 Transfers In	-	4,014			
TOTAL Other Revenue	695,173	607,976	627,402	790,500	881,000
TOTAL REVENUES	1,166,969	999,214	1,878,047	1,924,759	1,932,674

State Controller Schedules
County Budget Act
January 2010

COUNTY OF COLUSA
OPERATION OF ENTERPRISE FUND
FISCAL YEAR 2023-24

FUND - 042 - REGIONAL TRANSPORTATION

					FINAL
Operating Detail	2019-20 Actuals	2020-21 Actuals	2021-22 Actuals	2022-23 Budget	2023-24 Request
OPERATING EXPENSES					
SALARIES & BENEFITS					
51010 Salaries And Wages	485,633	490,674	501,950	592,009	592,915
51011 Extra Help	2,273	-			
51012 Overtime	1,875	963	3,487		
51019 Health In-Lieu	9,120	9,420	11,820	9,120	12,720
51020 Deferred Compensation	360	480	781	3,720	3,720
51021 Retirement	305,052	185,144	80,395	231,428	263,989
51022 OASDI	36,600	36,865	37,572	46,271	46,616
51023 Unemployment Insurance	-				
51029 Group Insurance-Vision	1,536	1,485	1,485	1,705	1,353
51030 Group Insurance-Health	14,741	14,406	13,778	17,880	16,308
51031 Group Insurance-Life	536	451	496	575	574
51032 Group Ins Retired Member	12,729	14,624	16,469	16,581	13,483
51033 Group Insurance-Dental	4,800	4,585	4,598	5,400	5,400
51035 Workers' Compensation	8,989	9,481	5,484	5,247	4,985
51036 Employee Assistance Program	252	244	244	280	455
51037 Misc 125 F.B.P.	14,577	14,640	9,243	-	-
51038 IRC 125 Flex Benefit Plan	-	-	-	-	-
51042 Group Ins-Vision (125)	70	151	87		
51043 Group Ins-Health (125)	74,273	75,684	80,903	119,578	107,052
51044 Retiree Health - OPEB	(44,007)	(35,722)	(12,828)		
51045 Group Ins-Dental (125)	991	1,229	730	-	-
51046 Active HRA Contributions	3,000	5,750	5,689	6,600	6,600
51048 Group Ins - Dental (Stablz)			223	3,300	-
51049 Pension (UAL)				3,300	3,300
TOTAL Salaries & Benefits	933,400	830,554	762,606	1,062,994	1,079,470
SERVICES AND SUPPLIES					
53050 Clothing & Personal Supp	-	290	-	300	300 boot reimbursement allowance (mechanic)
53060 Communications	579	-	-	1,150	-
53090 Household Expense	3,195	2,189	2,835	3,000	3,000
53100 Insurance	12,445	13,948	14,993	15,651	16,950 Revised 03/23/23
53120 Maintenance-Equipment	30,032	19,277	45,079	40,000	50,000
53121 Maintenance - Software	75	89	-	150	Discontinued acct effective FY23/24 use 53231
53123 Maint-Equipmt Other Depts	11,652	19,626	31,953	30,000	30,000
53130 Maintenance-Stru, Imp, Grnd	6,357	2,485	8,755	6,000	6,000 Bus wash maint & sump
53140 Medical, Dental, & Lab Supp	-	140	19	150	140
53150 Memberships	535	535	560	600	625 CALACT
53160 Misc. Expense		(10)			
53163 Finance/Late Charges		16		45	45
53170 Office Expense	1,094	952	572	1,600	1,600
53171 Postage	7	-	33	47	45
53180 Prof/Specialized Services	5,233	6,003	8,719	10,000	10,200 Pest \$1.2k; Physicals/DOT \$2.5; HRA fees \$300; Audit \$5.2K; Security \$1k
53190 Publicat & Legal Notices	305	1,602	648	1,600	1,000
53200 Rents & Leases Equipment	1,434	1,519	113	1,600	1,600 Copier/Printer/Scanner

State Controller Schedules
County Budget Act
January 2010

COUNTY OF COLUSA
OPERATION OF ENTERPRISE FUND
FISCAL YEAR 2023-24

FUND - 042 - REGIONAL TRANSPORTATION

						FINAL
Operating Detail		2019-20 Actuals	2020-21 Actuals	2021-22 Actuals	2022-23 Budget	2023-24 Request
53220	Small Tools & Instruments	2,634	1,704	452	1,000	1,000
53229	Indirect Overhead Costs	107,583	85,955	67,465	33,648	28,587
53230	Special Dept Expenses	16,560	17,773	17,988	20,000	55,000
53231	Software		401	135	-	186
53250	Transportation & Travel	1,460	-	(228)		
53251	Education and Training	960	325			1,200
53253	Fuel	58,878	57,341	88,585	120,000	89,500
53260	Utilities	10,307	10,670	11,478	11,000	17,500
TOTAL	Services And Supplies	271,325	242,830	300,154	297,541	314,478
OTHER CHARGES						
55490	Depreciation Expense	81,088	84,813	84,813	84,813	84,816
55491	Amortization Expense			1,378		
TOTAL	Other Charges	81,088	84,813	86,191	84,813	84,816
CAPITAL ASSETS						
57099	Fixed Assets <\$5,000			-	-	-
57199	Fixed Assets >\$5,000		-		823,044	564,297
57361	Struc/Improvements >\$5,000	-	-		56,561	56,561
TOTAL	Capital Assets	-	-	-	879,605	620,858
EXPENDITURES, TRANSFER, RMB						
59392	Reimb. Proj.-Vehicle Maint	(28,231)	(43,676)	(57,765)	(45,000)	(45,000)
TOTAL	Expenditures, Transfer, Rmb	(28,231)	(43,676)	(57,765)	(45,000)	(45,000)
TOTAL EXPENDITURES		1,257,582	1,114,521	1,091,186	2,279,953	2,054,622
NET COST		90,613	115,307	(786,861)	355,194	121,948
\$121,951 estimated 22/23 carryover: SGR \$65,390 & LCTOP \$56,561						

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT the Colusa County Transit Agency will conduct a Public Hearing August 29, 2023 at 3:05 p.m. in the Board of Supervisors Chambers located at 546 Jay Street, Suite 108, Colusa, CA, regarding the approval of the 2023-2024 fiscal year budget for the Colusa County Transit Agency Fund.

All documentation is available for review in accordance with Agenda Scheduling Deadlines at the Office of the Clerk of the Board. If you have questions or concerns regarding this matter, or would like to submit comments you may do so to the following: Clerk to the Board of Supervisors, 547 Market Street, Ste. 102, Colusa, CA (530)458-0508, or by e-mail at boardclerk@countyofcolusa.org. All persons are invited to attend and be heard.

Dated: August 9, 2023

ORIGINAL SIGNED

By Patricia Rodriguez, Deputy Clerk

08/18/2023 - CCPR



Request For Transportation Commission and Transit Agency

MEETING DATE: August 29, 2023

DEPARTMENT: Transit Agency

FROM: Patricia Rodriguez

SUBJECT: Unmet Needs Public Hearing

3:05 p.m. Public Hearing to consider the annual Unmet Needs of the Transit dependent population and determine one of the following three (3) findings:

1. There are no unmet needs,
2. There are unmet needs that are not reasonable to meet, or
3. There are unmet needs that are reasonable to meet.

Detailed Description/Background of request

In order to receive TDA funding, the Colusa County Transportation Commission must hold an annual Unmet Needs public hearing. Prior to the public hearing, the Social Services Tactical Advisory Committee (SSTAC) meets to determine if there are any needs not being met, or new transit dependent populations whose needs are not being met. The SSTAC met on May 11, 2023 and the minutes from that meeting are attached.

Useful Definitions;

- (1) Unmet Transit Needs - all essential trip requests by transit-dependent persons for which there are no other convenient means of transportation, and
- (2) Reasonable to Meet - public or specialized transportation services that are feasible, have community acceptance, serve a significant number of the population, are economical, and can demonstrate cost effectiveness by having a ratio of fare revenues to operating cost at least equal to 10 percent.

The SSTAC Committee held a meeting on May 11, 2023 and was properly noticed however, no Committee members were present with the exception of the Transit Manager. With the information presented at the public hearing, and the definitions above, the Commission must determine and make one of three findings;

- (1) There are no unmet needs
- (2) There are unmet needs that are not reasonable to meet
- (3) There are unmet needs that are reasonable to meet.

Further, in certain counties, like Colusa, excess TDA funding not used for transit purposes can be used for other qualifying projects (road repair/construction, bike lanes, etc.). In order for these funds to be used in this manner, the Commission must determine and make a finding that there are no unmet needs that are reasonable to meet.

Prior Board Action

None

Fiscal Impact/Funding Source

N/A

Action for the Clerk

Please provide Transit Manager with Affidavit of Publication and copy of notice of hearing once received.

ATTACHMENTS:

- SSTAC Minutes 05-11-23 (PDF)
- 05-11-23 PH for SSTAC (PDF)
- Affidavit of Publication for Unmet Needs (PDF)

**Colusa County Transit
Social Services Technical Advisory Committee
Meeting Minutes**

May 11, 2023

- I. Call to order:**
- II. Ron Rogers (CCTA) called to order the meeting of the Colusa County Social Services Technical Advisory Committee at 3:00pm on May 11, 2023 at the Colusa County Board of Supervisors Chambers, 546 Jay Street, Colusa, CA, 95932.**
- III. Introductions**
Mr. Rogers Opened and closed the meeting as there were no attendees present.
- IV. Discussion Regarding SSTAC**
No discussions were had due to no attendees present
- V. Unmet Needs Discussion**
No unmet needs were brought to the commission's attention
- VI. Adjournment**
Ron Rogers adjourned the meeting at 3:15pm.

Minutes submitted by: Ron Rogers

Testimony Presented at the Social Services Technical Advisory Committee Meeting on May 11, 2023 as presented to the Colusa County Transportation Commission May 11, 2023

Name	Need	Unmet Need?	Reasonable to Meet?
No Attendees Present	None Presented	None Presented	

Draft Proof

COUNTY OF COLUSA
 547 MARKET ST., STE 102
 COLUSA, CA 95932

NOTICE DESCRIPTION

Notice of Public Hearing

RUN DATES

04/27/2023

COUNTY OF COLUSA

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN the Colusa County Social Services Transportation Advisory Council will conduct a Public Hearing Thursday, May 11, 2023, at 3:00 p.m. in the Board of Supervisors Chambers located at 546 Jay Street, Suite 108, Colusa, CA, 95923 regarding the annual Unmet Needs of the Transit dependent population.

All documentation is available for review in accordance with Agenda Scheduling Deadlines at the Office of the Clerk of the Board. If you have questions or concerns regarding this matter, or would like to submit comments you may do so to the following: Clerk to the Board of Supervisors, 547 Market Street, Ste. 102, Colusa, CA (530)458-0509, or by e-mail at boardclerk@countyofcolusa.org. All persons are invited to attend and be heard.

Dated: April 20, 2023

/s/ Patricia Rodriguez, Deputy Clerk

04/27/2023 - CCPR # 2023-0293

This is not an affidavit of publication.
 You will receive the signed
 affidavit of publication
 within 5-days of publication date.

Attachment: 05-11-23 PH for SSTAC (9223 : Unmet Needs Public Hearing)

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT the Colusa County Transportation Commission and Transit Agency will conduct a Public Hearing on August 29, 2023, at 3:05 p.m. in the Board of Supervisors Chambers located at 546 Jay Street, Suite 108, Colusa, CA, regarding the annual Unmet Needs of the Transit dependent population.

All documentation is available for review in accordance with Agenda Scheduling Deadlines at the Office of the Clerk of the Board. If you have questions or concerns regarding this matter, or would like to submit comments you may do so to the following: Clerk to the Board of Supervisors, 547 Market Street, Ste. 102, Colusa, CA (530)458-0508, or by e-mail at boardclerk@countyofcolusa.org. All persons are invited to attend and be heard.

Dated: August 9, 2023

ORIGINAL SIGNED

By Patricia Rodriguez, Deputy Clerk

08/18/2023 - CCPR

**Request For Transportation Commission and Transit Agency**

MEETING DATE: August 29, 2023

DEPARTMENT: Transit Agency

FROM: Ron Rogers

SUBJECT: Adopt a Resolution approving State of Good Repair Allocation FY 23/24

Adopt a Resolution approving State of Good Repair Allocation FY 23/24 Under the Road Repair and Accountability Act of 2017.

Detailed Description/Background of request

Colusa County Transit Agency (CCTA) is eligible for funding from the State of Good Repair Program (SGR SB1). The program is funded in part by the Transportation Improvement Fee on vehicle registrations. This program demonstrates California's commitment to clean, sustainable transportation and the role that public transit plays in that vision. This program has a specific goal of keeping transit systems in a state of good repair, including the purchase of new transit vehicles, and maintenance and rehabilitation of transit facilities and vehicles. These new investments will lead to cleaner transit vehicle fleets, increased reliability and safety, and reduced greenhouse gas emissions and other pollutants.

The estimated amount of FY 2023-24 SGR SB1 funds available to the CCTA is \$36,669. This funding will be used to purchase necessary equipment for the previously purchased busses.

Prior Board Action**Fiscal Impact/Funding Source**

\$36,669 of FY23/24 SGR SB1 funds

Action for the Clerk

Send a copy of the signed resolution to Transportation Manager; Ron Rogers

ATTACHMENTS:

- 23-24 SGR SB 1 Resolution (DOCX)

RESOLUTION NO. _____**RESOLUTION OF THE COLUSA COUNTY TRANSIT AGENCY ADOPTING A
STATE OF GOOD REPAIR LIST OF PROJECTS FOR FISCAL YEAR 2023/24 UNDER
THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was signed into law to address the significant multi-modal transportation funding shortfalls statewide;

WHEREAS, Colusa County must adopt a State of Good Repair (SGR) Project List of all projects proposed to receive funding from the State of Good Repair Program, created by SB1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement;

WHEREAS, Colusa County will receive an estimated \$36,669 in SB1-SGR funding in Fiscal Year 2023/24 from SB 1;

WHEREAS, SB1 guidelines require that, prior to receiving an apportionment of SGR funds from the State Controller in a fiscal year, agencies must submit a list of the proposed SGR projects to California Department of Transportation; and

WHEREAS, the proposed SB1-SGR projects are consistent with the State of Good Repair Program Guidelines as an eligible project to maintain the public transit system in a state of good repair;

NOW, THEREFORE BE IT RESOLVED that the Colusa County Transit Agency hereby authorizes and approves the following SB1 projects to receive SGR funding:

1. Purchase equipment as needed for the two new buses using SGR funds.

PASSED AND ADOPTED this 29th day of August 2023, by the following vote:

AYES:

NOES:

ABSENT:

Frank Kennedy, Chair

ATTEST: Michael Azevedo, Secretary to the
Colusa County Transit Agency

By _____
Patricia Rodriguez, Deputy

APPROVED AS TO FORM:

Jennifer Sutton, Senior Deputy County Counsel

**Request For Transportation Commission and Transit Agency**

MEETING DATE: August 29, 2023

DEPARTMENT: Transit Agency

FROM: Ron Rogers

SUBJECT: Adopt Resolution for Free fare Day Project 22-23

Adopt a Resolution Of The Colusa County Transit Agency Authorizing The Execution Of The Certifications And Assurances And Authorized Agent Forms For The Low Carbon Transit Operations Program (LCTOP) For The Free Fare Days Project.

Detailed Description/Background of request

Colusa County has been allocated \$55,907.00 For their 2022-23 allocation. Given the popularity of the current Free Fare Day Program and its effect on ridership and the fare box recovery ratio, it is being recommended to continue the same program, so we are requesting authorization through the proposed resolution to apply for the LCTOP Free Fare Day program funds

Prior Board Action**Fiscal Impact/Funding Source**

The Free Fare Day program will be fully funded by the LCTOP program. Because these funds will be subsidizing fare, all funds received will be added to the final farebox numbers as opposed to offsetting operating costs.

Action for the Clerk

Please provide official hard copies of completed resolutions to the Transit Manager

ATTACHMENTS:

- LCTOP Authorized Agent 22-23 (PDF)
- LCTOP Certs and Assurances 22-23 (PDF)
- 2223 LCTOP Resolution (DOCX)
- COLUSA COUNTY TRANSPORTATION COMMISSION (PDF)



**FY 2022-2023 LCTOP
Authorized Agent**

AS THE Executive Director

(Chief Executive Officer/Director/President/Secretary)

OF THE Colusa County

(Name of County/City/Transit Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Michael Azevedo, Executive Director

(Name and Title of Authorized Agent)

OR

Click here to enter text.

(Name and Title of Authorized Agent)

OR

Click here to enter text.

(Name and Title of Authorized Agent)

OR

Click here to enter text.

(Name and Title of Authorized Agent)

OR

Michael Azevedo

(Print Name)

Executive Director

(Title)

(Signature)

Approved this 29 day of August, 2023



FY 2022-2023 LCTOP Certifications and Assurances

Lead Agency: Colusa County Transit Agency

Project Title: Free Fare Days

Prepared by: Ron Rogers

The California Department of Transportation (Caltrans) has adopted the following Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP). As a condition of the receipt of LCTOP funds, Lead Agency must comply with these terms and conditions.

A. General

1. The Lead Agency agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
2. The Lead Agency must submit to Caltrans a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

1. The Lead Agency certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The Lead Agency assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
2. The Lead Agency certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
3. The Lead Agency certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
4. The Lead Agency certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
5. The Lead Agency certifies that they will notify Caltrans of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
6. The Lead Agency must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
7. Any interest the Lead Agency earns on LCTOP funds must be used only on approved LCTOP projects.
8. The Lead Agency must notify Caltrans of any changes to the approved project with a Corrective Action Plan (CAP).

9. Under extraordinary circumstances, a Lead Agency may terminate a project prior to completion. In the event the Lead Agency terminates a project prior to completion, the Lead Agency must (1) contact Caltrans in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

C. Reporting

1. **The Lead Agency must submit the following LCTOP reports:**
 - a. **Annual Project Activity Reports October 28th each year.**
 - b. **A Close Out Report within six months of project completion.**
 - c. **The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to Caltrans within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.**
 - d. **Project Outcome Reporting as defined by CARB Funding Guidelines.**
 - e. **Jobs Reporting as defined by CARB Funding Guidelines.**
2. **Other Reporting Requirements:** CARB develops and revises Funding Guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with CARB's Funding Guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

1. The Lead Agency agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
2. The Lead Agency agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
 - a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and
 - b. Those parties shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with

Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

3. Any project cost for which the Lead Agency has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 2 CFR, Part 200, are subject to repayment by the Lead Agency to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the Lead Agency to the State. Should the Lead Agency fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the Lead Agency from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

A. Record Retention

1. The Lead Agency agrees and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the Lead Agency, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP) and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the Lead Agency, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the Lead Agency, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the Lead Agency pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the Lead Agency's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
2. For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the Lead Agency's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times



FY 2022-2023 LCTOP

during the entire project period and for three (3) years from the date of final payment.

The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the Lead Agency shall furnish copies thereof if requested.

3. The Lead Agency, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

Caltrans may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at Caltrans' discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

Michael Azevedo

(Print Authorized Agent)

Executive Director

(Title)

(Signature)

(Date)

RESOLUTION NO. #

**RESOLUTION OF THE COLUSA COUNTY TRANSIT AGENCY AUTHORIZING
THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES AND
AUTHORIZED AGENT FORMS FOR THE LOW CARBON TRANSIT OPERATIONS
PROGRAM (LCTOP) FOR THE FREE FARE DAYS PROJECT**

WHEREAS, the Colusa County Transit Agency is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; ~~and~~

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; ~~and~~

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; ~~and~~

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); ~~and~~

WHEREAS, the Colusa County Transit Agency wishes to delegate authorization to execute these documents and any amendments thereto to the Executive Director; ~~and-~~

WHEREAS, the Colusa County Transit Agency wishes to implement the Free Fare Days LCTOP project.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Colusa County Transit Agency that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Executive Director be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Colusa County Transit Agency that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2022-23 LCTOP funds:

Free Fare Days in the amount of \$55,907.00, the purpose of which is to provide free fare for all passengers on designated days as set by the Transit Manager. This program helps to encourage all people of Colusa County to use public transportation so as to reduce greenhouse emissions.

PASSED AND ADOPTED this ~~()~~29th day of ~~()~~August, 2023, by the following vote:

AYES:

NOES:

ABSENT:

Frank Kennedy, Chair

ATTEST: Mike Azevedo, Secretary
of the Colusa County Transit Agency

By: _____
Patricia Rodriguez, Deputy Clerk

APPROVED AS TO FORM:

Jennifer K. Sutton, Sr. Deputy County Counsel



FY 2022-2023 LCTOP
Authorized Agent

AS THE **Executive Director**

(Chief Executive Officer/Director/President/Secretary)

OF THE **Colusa County**

(Name of County/City/Transit Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Michael Azevedo, Executive Director

(Name and Title of Authorized Agent)

OR

Click here to enter text.

(Name and Title of Authorized Agent)

OR

Click here to enter text.

(Name and Title of Authorized Agent)

OR

Click here to enter text.

(Name and Title of Authorized Agent)

OR

Michael Azevedo

(Print Name)

Executive Director

(Title)

(Signature)

Approved this 29 day of this August, 2023



Request For Transportation Commission and Transit Agency

MEETING DATE: August 29, 2023

DEPARTMENT: Transit Agency

FROM: Michael Azevedo

SUBJECT: Approve RFB for Transit Solar Inverter Replacement and Grid Connection

Adopt the plans, specifications and working details for Transit Solar Inverter replacement and Grid Connection

Detailed Description/Background of request

As noted June 20, 2023, when the Agency approved an interconnection agreement with PG&E, bid documents have been prepared to perform the necessary upgrades to the solar parking structure array at the Colusa County Transit Yard to facilitate connection to the power grid.

Staff request approval of Bid Documents and approval to advertise same.

Prior Board Action

Interconnection Agreement approved June 20, 2023

Fiscal Impact/Funding Source

Project to be funded with Low Carbon Transit Operations Program(LCTOP) funds. The project budget is \$50,000.

Action for the Clerk

Please have the Notice to Bidders published, receive and open bids

ATTACHMENTS:

- Solar Notice to Bidders (DOCX)
- Solar Inverter Replacement RFB (PDF)

NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN that the County of Colusa is requesting bids (RFB) from qualified Contractors for installation of replacement inverters and photovoltaic system connection to the PG&E power grid , located at 715 D Street, Colusa, CA, as more specifically detailed in the Scope of Work section of the Request for Bids (RFB). Bids must be received at the County Board Clerk's Office, 547 Market St., Suite 102 Colusa, California 95932 no later than 4:00 p.m. on September 21, 2023. There is a **mandatory** walk thru scheduled at the site on September 14, 2023 at 10:00 a.m. sharp.

The bid must be made on the bid forms furnished by the County. Bid forms are available on the County website at www.countyofcolusa.org in the Bids & RFP's section.

Each bid shall be enclosed and submitted in a sealed envelope, bearing the project name, the bidder's name, contractor's license type and number, DIR number and expiration date.

The County of Colusa reserves the right to reject any bids.

Date:

Patricia Rodriguez, Deputy

COUNTY OF COLUSA

TRANSIT AGENCY



REQUEST FOR BIDS

INVERTER INSTALLATION AND PHOTOVOLTAIC SYSTEM CONNECTION TO THE PG&E GRID

MANDATORY WALK-THRU: 9/14/2023

COUNTY OF COLUSA

DUE DATE: 9/21/2023

Frank Kennedy, Chair
Colusa County Transportation Commission
and Transit Agency

ATTEST: Mike Azevedo, Secretary to
the Colusa County Transportation Commission and Transit Agency

Page 1 of 10

Patricia Rodriguez, Deputy

Attachment: Solar Inverter Replacement RFB (9297 : Approve RFB for Transit Solar Inverter replacement and Grid Connection)

SECTION 1: OBJECTIVE AND BUDGET

The objective of this Request for Bid (RFB) is to solicit Bids from qualified licensed Electricians to install replacement inverters for the Colusa County Transit Agency solar system. In addition, the contractor will be responsible for making connection to the PG&E grid and making sure everything is completed appropriately for PG&E approval and acceptance.

The project is funded with Low Carbon Transportation Operations Program (LCTOP) funds. **The estimated project budget is \$50,000.**

We are soliciting an Electrician who will:

1. Install Qty. (3) replacement Solar Inverters – Solar Edge 14.4KUS[208V]
2. Provide Associated work with installing the new inverters and commissioning of the system.
3. Provide all necessary communication with PG&E for a successful approval of the project.
4. Price is based on work taking place during normal business hours, M-F.
5. Prevailing wage rates apply.

SECTION 2: SITE DESCRIPTION

- 715 D St., Colusa CA.
- PG&E utility
- Rear of property (structure location in blue)
- Single meter with service inside building below



SECTION 3: SOLICITATION PROCESS

There will be a mandatory walk-thru at the site scheduled for **10:00AM September 14, 2023**.

Each respondent to the RFB must demonstrate that it satisfies the minimum requirements in order to be selected as an eligible vendor.

Bids submitted must be as specific as possible concerning each of the areas identified herein. Each respondent must provide sufficient information to enable Colusa County Transit Agency to understand the overall Bid, the materials and services to be provided, and potential adverse impacts of the Bid.

Furthermore, the Colusa County Transit Agency reserves the right to contract with any entity responding to this RFB, to reject any Bid as non-responsive, and not to contract with any firm for the services described herein. As such, the Colusa County Transit Agency makes no representation that participation in the RFB process will lead to an award of contract or any consideration whatsoever, and reserves the right to seek Bids from, or to contract with, any firm not participating in this process.

Bid Submission

In adherence to Colusa County Transit Agency's sustainability guidelines and practices, all Bid packages must be signed by an authorized officer of the respondent, submitted **as a hard copy submitted to:**

**County Board Clerk
547 Market St., Suite 102 Colusa,
California 95932**

Bid submissions must be received by Colusa County Transit Agency no later than September 21 2023, 4:00 PM, and will be time-stamped upon receipt. Responses submitted after this date cannot be accepted, and responses that are incomplete or do not conform to the requirements of this RFB will not be considered.

A selection committee will review all Bids and will make final recommendations on the basis of the Bid, and reference checks.

RFB Response Evaluation

Responses will be evaluated on the following criteria:

<u>Criterion</u>	<u>Points</u>
Proposed Costs	100

All questions related to this RFB must be received by September 15, 5:00 PM and directed to:

Public Purchase Website:

<https://www.publicpurchase.com/gems/colusaco,ca/buyer/public/home>

Colusa County Transit Agency reserves the right to interview any or all respondents to this RFB, or to ask for additional information or clarifications. Colusa County Transit Agency reserves the right, at its sole discretion, to accept a response that does not satisfy all requirements but which, in the Organization's sole judgment, sufficiently demonstrates the ability to produce, deliver, design, permit and install a substantial volume of turn-key grid-connected solar PV projects and to satisfy the major requirements set forth in this RFB. Colusa County Transit Agency expects to complete its evaluation process and to select qualified vendors according to the schedule outlined above, but reserves the right to change key dates and action as the need arises.

SECTION 4: ASSUMPTIONS AND PROJECT REQUIREMENTS

Project Assumptions

Respondents are asked to make the following general project assumptions:

- All conditions as described in the site description found within this request for Bids
- Access availability and requirements during regular weekday working hours
- Site Security requirements
- No weekend work required
- Prevailing wage

Codes and Standards

All products and components outlined herein must conform to the following codes, standards and rating methodologies:

- Inverters used shall be confirmed with PG&E to be compliant with their requirements for acceptance.
- UL certification.
- National Electrical Code/2022 California Electrical Code.
- All outdoor enclosures should be at minimum rated NEMA 3R or better.
- Occupational Health and Safety Administration (OSHA) directives.

Insurance Requirements

- 2M General Aggregate Liability, 5M Umbrella, 1M workers Compensation & 1M Automotive Liability.

System Warranty and Service Contract Requirements

- The vendor's standard warranty coverage should be at least 1 year in length, and should provide:
- Repair and/or replacement of defective parts (equipment and labor)

SECTION 5: RFB SUBMITTAL REQUIREMENTS

Transmittal Letter

Each respondent's response should include a transmittal letter signed by a party authorized to sign binding agreements for the project described by this RFB. The letter shall clearly indicate that the respondent has carefully read all the provisions in the RFB.

Bid Size

Bids shall be limited to no more than 30 pages, double sided. Pages may be 8 ½ x 11, or 11 x 17, or a combination of both. This includes cover letter, project understanding and requested information, all qualifications, resumes, technical scope, and single page (spreadsheet) proposed budget.

Qualifications

Company Information

Company Profile

- Year founded
- Status (private/publicly-held)
- Number of employees
- Number of installations
- Experience with civil entities
- Local Offices

Insurance

- Provide sample insurance certificate indicating compliance with insurance requirements.

Legal

- Has your firm or any of the executive officers of your firm been a party to a lawsuit involving the performance of any equipment it has installed? If so, please include a summary of the issues and the status of the lawsuit.

Solar Project Experience

- Demonstrate technical experience and capability to construct, and manage grid-connected PV projects.
- Demonstrate interconnection experience and capabilities.
- Overview of your company's non-residential grid-connected PV systems installed

References

- Provide references from at least three projects
- Customer Name
- Contact name, phone, and email
- System Type (roof, ground, carport)

Project Schedule & PV Availability

Project Implementation Schedule

- Submit an implementation schedule for the described system indicating the expected milestones and timing of completion of work and connection with approval from PG&E.

PV System Components

Inverters

- Inverter brand(s) and efficiency (in percentage)
- Verify Inverters are PG&E approved.

- Provide manufacturing data sheets for the proposed inverters
- Inverter expected life
- Describe the key attributes of the component warranty
- Provide data sheet and warranty contract

Pricing

Provide a detailed line item breakdown of all project costs including:

- Equipment Costs
- Installation Costs
- Summarize total cost

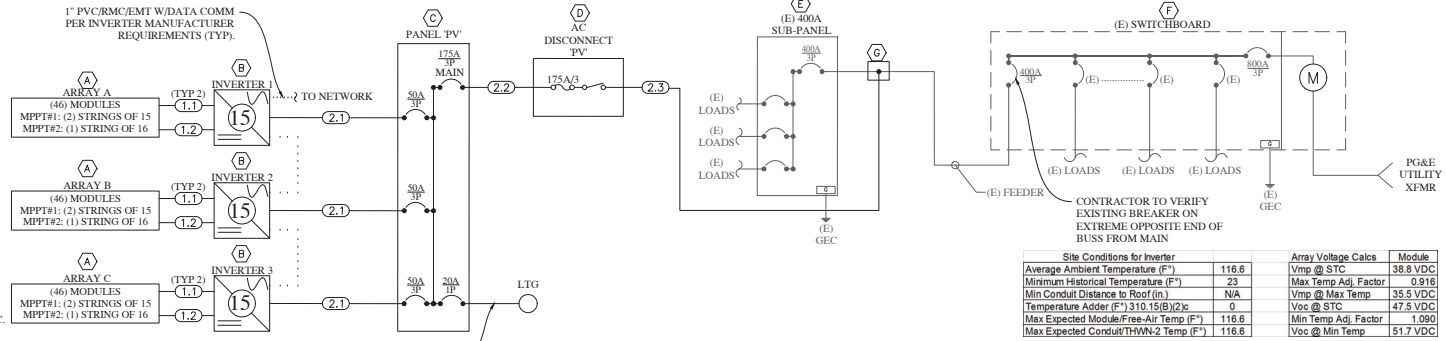
SYSTEM ARRAY SUMMARY				
ARRAY #	INVERTER #	INVERTER	MODULE TYPE	MODULE QTY.
A	1	SOLAR EDGE 14.4KUS-208V 355PR	JA SOLAR IAM72S01 355PR	46
B	2	SOLAR EDGE 14.4KUS-208V 355PR	JA SOLAR IAM72S01 355PR	46
C	3	SOLAR EDGE 14.4KUS-208V 355PR	JA SOLAR IAM72S01 355PR	46
TOTAL	3			138

EQUIPMENT SCHEDULE:

- (A) PV MODULE: JA SOLAR IAM72S01 355/PR
- (B) INVERTER: SOLAR EDGE 14.4KUS[208V]
- (C) PANEL 'PV': 200A RATED, 175A MAIN, 208Y/120V, 3p, 4W, NEMA 3R, 14KAIC.
- (D) UTILITY LOCKABLE AC DISCONNECT 'PV': 200A, 240V, 3P, NEMA 3R, PROVIDE 175A CLASS R FUSES SUCH THAT DISCONNECT CAN BE BUSSED FOR 200KAIC. VISIBLE KNIFE BLADE TYPE WITH VIEWING WINDOW. VERIFY EXACT REQUIREMENTS WITH UTILITY PRIOR TO PURCHASE.
- (E) SUB-PANEL: 400A, 400A MAIN, 208Y/120V, 3p, 4W, NEMA 1, 65 KAIC.
- (F) SWITCHBOARD: 800A, 800A MAIN, 208Y/120V, 3p, 4W, NEMA 3R, 65KAIC.
- (G) LOAD SIDE TAP CONNECTION USING POLARIS INSULATED MULTI TAP CONNECTORS. CONTRACTOR SHALL COMPLY WITH NEC 240.21 FOR TAP CONDUCTORS OF SPECIFIC LENGTH. INSTALL TAPS IN NEMA 1 J-BOX ADJACENT TO PANEL.

GENERAL NOTES:

1. ALL PV EQUIPMENT SHALL BE LISTED BY A RECOGNIZED TESTED LAB.
2. NOTIFY SERVING UTILITY BEFORE ACTIVATION OF PV SYSTEM.
3. WORK CLEARANCES AROUND ELECTRICAL EQUIPMENT SHALL BE MAINTAINED PER NEC 110.26(A)(1), 110.26(A)(2) & 110.26(A)(3).
4. ALL METALLIC RACEWAYS AND EQUIPMENT SHALL BE BONDED AND ELECTRICALLY CONTINUOUS.
5. COMBINED DC GEC/AC EGC REQUIRED PER 690.47(C)(3) SHALL BE INSTALLED IN ACCORDANCE WITH NEC 250.64(E). IN COMPLIANCE WITH 250.92(B) AND ENSURED BY ONE OF THE METHODS IN 250.92(B)(2) THROUGH (B)(4). FOR FERROUS METAL RACEWAYS & ENCLOSURES, CONTRACTOR SHALL INSTALL BONDING-TYPE LOCKNUTS OR BUSHINGS ON EACH END OF THE RACEWAY OR ENCLOSURE TO THE GROUNDING ELECTRODE OR GROUNDING ELECTRODE CONDUCTOR.



DC CONDUCTOR SCHEDULE																			
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
PV SOURCE CIRCUIT	DESCRIPTION	AMPS (mp)	AMPS (hr)	MAX CURRENT (800 A)	TERM AMPACITY (690 A/8V1)	OCPD	V _{nom}	V _{max}	1-WAY DIST	OH/ft	# CONDTS	# PARA CONDTS	# PARA CONDTS	VOLTAGE DROP %	TEMP RANGE (F)	COND AMPS @86F	# CONDTS	COND DE-RATE	COND DE-RATE
1.1	Module to Inverter (String of 15)	9.16	9.69	12.11	15.14		581.4	775.8	75.0	1.1856	2	1	1	0.28%	114-122	55.0	1.0	0.82	45.1
1.2	Module to Inverter (String of 16)	9.16	9.69	12.11	15.14		581.4	775.8	75.0	1.1856	2	1	1	0.28%	114-122	55.0	1.0	0.82	45.1
FREE-AIR-2# 10 CU PV WIRE-1000V, 1# 6 CU GND																			
2" PVC40-3# 30 CU THWN-2, 1# 4 NEU, 1# 4 GND																			
1 1/2" EMT-3# 4 CU THWN-2, 1# 4 NEU, 1# 4 GND																			
2.1	Inverter to Panel 'PV'	40	40	50	208.0		10.0	0.2951	3	1	1	0.10%	114-122	95.0	1.0	0.82	77.9	60C	70.0
2.2	Panel 'PV' to AC Disconnect 'PV'	120	120	150	175	208.0	140.0	0.0681	3	1	1	0.99%	78-86	225.0	1.0	1.00	225.0	75C	200.0
2.3	AC Disconnect 'PV' to POC	120	120	150	175	208.0	20.0	0.0681	3	1	1	0.14%	78-86	225.0	1.0	1.00	225.0	75C	200.0
2" EMT-3# 30 CU THWN-2, 1# 30 NEU, 1# 4 CU GND																			

AC CONDUCTOR SCHEDULE																			
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
AC FEEDER	DESCRIPTION	AMPS (mp)	MAX CURRENT (800 A)	TERM AMPACITY (690 A/8V1)	OCPD	V _{nom}	1-WAY DIST	OH/ft	# CONDTS	# PARA CONDTS	# PARA CONDTS	VOLTAGE DROP %	TEMP RANGE (F)	COND AMPS @86F	# CONDTS	COND DE-RATE	COND DE-RATE	COND DE-RATE	COND DE-RATE
2.1	Inverter to Panel 'PV'	40	40	50	208.0		10.0	0.2951	3	1	1	0.10%	114-122	95.0	1.0	0.82	77.9	60C	70.0
2.2	Panel 'PV' to AC Disconnect 'PV'	120	120	150	175	208.0	140.0	0.0681	3	1	1	0.99%	78-86	225.0	1.0	1.00	225.0	75C	200.0
2.3	AC Disconnect 'PV' to POC	120	120	150	175	208.0	20.0	0.0681	3	1	1	0.14%	78-86	225.0	1.0	1.00	225.0	75C	200.0
2" EMT-3# 30 CU THWN-2, 1# 30 NEU, 1# 4 CU GND																			

A FEEDER NUMBER
B FEEDER DESCRIPTION
C DC = MODULE mp; AC = CONTINUOUS RATED OUTPUT CURRENT
D Isc; AC = NA
E DC = D x 1.25; AC = C
F E x 1.25
G UPSTREAM FUSE OR OCPD INSTALLED. IF NO OCPD THEN = F
H NOMINAL OPERATING VOLTAGE
I MAXIMUM OPERATING VOLTAGE
J 1-WAY DISTANCE OF CIRCUIT
K TEMP. COMPENSATED CONDUCTOR RESISTANCE PER 1000' PER NEC 2014 TABLE 8 FPN.2

L # CONDUCATORS IN CIRCUIT (EXCLUDING NEUTRAL IF PRESENT IN AC CIRCUITS)
M # PARALLEL CONDUCITS IN CIRCUIT
N # PARALLEL CONDUCITS
O VOLTAGE DROP % (DC) = ((D/N)*L*(K*2/1000)) / H
P MAXIMUM OPERATING TEMPERATURE OF CIRCUIT
Q NOMINAL AMPACITY OF CONDUCTORS @ 30C PER NEC TABLE 310.16 OR 310.17
R NUMBER OF CURRENT CARRYING CONDUCTORS IN CONDUIT DERATE
S CONDUCTOR TEMPERATURE DERATE
T DERATED AMPACITY OF CONDUCTOR(S) = S * T * U
U TEMPERATURE RATING OF TERMINAL BLOCK
V AMPACITY OF TERMINAL BLOCK

BERRY ELE
PO BOX 366
955
PHILADELPHIA
LICHT

DESIGNER: BERRY ELE
LIC. #1052880

CONCEPT DIAGRAM

COLUSA COUNTY
TRANSIT

NO.	DESCRIPTION	DATE

PROJECT:
DRAWN:

E-2

Attachment: Solar Inverter Replacement RFB (9297 : Approve RFB for Transit Solar Inverter replacement

Three Phase Inverters

For the 208V Grid for North America

SE9KUS / SE14.4KUS

INVERTERS



The best choice for SolarEdge enabled systems

- / Specifically designed to work with power optimizers
- / Integrated arc fault protection and rapid shutdown for NEC 2014 and 2017, per article 690.11 and 690.12
- / UL1741 SA certified, for CPUC Rule 21 grid compliance
- / Built-in module-level monitoring
- / Internet connection through Ethernet or Wireless
- / Small, lightweight, and easy to install outdoors or indoors on provided bracket
- / Fixed voltage inverter for longer strings
- / Integrated Safety Switch
- / Supplied with RS485 Surge Protection, to better withstand lightning events

/ Three Phase Inverters

5.5.b

For the 208V Grid for North America

SE9KUS / SE14.4KUS

SE9KUS			
SE14.4KUS			
APPLICABLE TO INVERTERS WITH PART NUMBER		SEXXX-XXXXNXXX	
OUTPUT			
Rated AC Power Output	9000	14400	VA
Maximum AC Power Output	9000	14400	VA
AC Output Line Connections	4-wire WYE (L1-L2-L3-N) plus PE or 3 wire Delta		
AC Output Voltage Minimum-Nominal-Maximum ⁽¹⁾ (L-N)	105-120-132.5		Vac
AC Output Voltage Minimum-Nominal-Maximum ⁽¹⁾ (L-L)	183-208-229		Vac
AC Frequency Min-Nom-Max ⁽²⁾	59.3 - 60 - 60.5		Hz
Max. Continuous Output Current (per Phase)	25	40	A
GFDI Threshold	1		A
Utility Monitoring, Islanding Protection, Country Configurable Set Points	Yes		
INPUT			
Maximum DC Power (Module STC)	12150	19400	W
Transformer-less, Ungrounded	Yes		
Maximum Input Voltage DC to Gnd	250	300	Vdc
Maximum Input Voltage DC+ to DC-	500	600	Vdc
Nominal Input Voltage DC to Gnd	200		Vdc
Nominal Input Voltage DC+ to DC-	400		Vdc
Maximum Input Current	26.5	38	Adc
Maximum Input Short Circuit Current	45		Adc
Reverse-Polarity Protection	Yes		
Ground-Fault Isolation Detection	1MΩ Sensitivity	350kΩ Sensitivity ⁽³⁾	
CEC Weighted Efficiency	96.5	97	%
Night-time Power Consumption	< 3	< 4	W
ADDITIONAL FEATURES			
Supported Communication Interfaces	RS485, Ethernet, ZigBee (optional)		
Rapid Shutdown – NEC 2014 and 2017 690.12	Automatic Rapid Shutdown upon AC Grid Disconnect		
RS485 Surge Protection	Supplied with the inverter		
STANDARD COMPLIANCE			
Safety	UL1741, UL1741 SA, UL1699B, CSA C22.2, Canadian AFCI according to T.I.L. M-07		
Grid Connection Standards	IEEE1547, Rule 21, Rule 14 (HI)		
Emissions	FCC part15 class B		
INSTALLATION SPECIFICATIONS			
AC output conduit size / AWG range	3/4" minimum / 12-6 AWG	3/4" minimum / 8-4 AWG	
DC input conduit size / AWG range	3/4" minimum / 12-6 AWG		
Number of DC inputs	2 pairs	3 pairs ⁽⁴⁾	
Dimensions (H x W x D)	21 x 12.5 x 10.5 / 540 x 315 x 260		in / mm
Dimensions with Safety Switch (H x W x D)	30.5 x 12.5 x 10.5 / 775 x 315 x 260		in / mm
Weight	73.2 / 33.2	99.5 / 45	lb / kg
Weight with Safety Switch	79.7 / 36.2	106 / 48	lb / kg
Cooling	Fans (user replaceable)		
Noise	< 50	< 55	dBA
Operating Temperature Range	-40 to +140 / -40 to +60 ⁽⁵⁾		°F / °C
Protection Rating	NEMA 3R		

⁽¹⁾ For 277/480V inverters refer to: <https://www.solaredge.com/sites/default/files/se-three-phase-us-inverter-datasheet.pdf>

⁽²⁾ For other regional settings please contact SolarEdge support

⁽³⁾ Where permitted by local regulations

⁽⁴⁾ Field replacement kit for 1 pair of inputs P/N: DCD-3PH-ITBK; Field replacement kit for 3 pairs of fuses and holders P/N: DCD-3PH-6THK-S1

⁽⁵⁾ For power de-rating information refer to: <https://www.solaredge.com/sites/default/files/se-temperature-derating-note-na.pdf>

**Request For Transportation Commission and Transit Agency**

MEETING DATE: August 29, 2023

DEPARTMENT: Transit Agency

FROM: Michael Azevedo

SUBJECT: Make a finding that competitive bidding is not in the Agency's best interest and approve the purchase of one Snap On Inline Automatic Transmission Fluid (ATF) Exchanger

Make a finding that competitive bidding is not in the County's best interest due to compatibility, supply availability, economics and approve the purchase of an unbudgeted new Inline AFT Exchanger and authorize the Transit Agency Purchasing Agent to procure.

Detailed Description/Background of request

Recently, the Transit shops fluid exchanger broke down. Staff have requested replacement in kind as they are familiar with the operational capacities of the Snap-On equipment and it is the most economical option readily available. The following quotes were received:

Matco Tools	\$6,971.25
NAPA Autoparts	\$6,060.00
Snap-on	\$5,872.50

Prior Board Action

None

Fiscal Impact/Funding Source

Funding Source = Local Transportation Funds.

Action for the Clerk

None

ATTACHMENTS:

- NAPA (PDF)
- Matco Quote (PDF)
- Snap On Quote (PDF)



900002402
Colusa Auto Parts
234 Market St
Colusa, CA 95932

5.6.a

QUOTE

Date : 08/10/2023

Time : 10:29

Page : 1 / 1

Order # 108341

Quote For

71600
Colusa County Transit
715 D St.
Colusa, CA 95932

Quote By

Quote By : 73 , Jakob
Sales Rep : 0 , Salesman
Quote Date : 08/10/2023
Accounting Day : 1
Quote : 1196

Part Number	Line	Description	Quantity	Price	Net	Total	Taxable
95900	ACL	ATF W DIPSTICK OPTIO ()	1.00	12,079.00	6060.0000	6,060.00	T

QUOTE

**** Prices and Taxes Subject to Change Without Notice ****

Attention : ron

PO# : pending

please

Subtotal 6,060.00

(Taxes and fees not included in Quote Total)

Subtotal 6,060.00

Packet Pg. 51

Attachment: NAPA (9299 : Make a finding that competitive bidding is not in the Agencies best interest and approve the purchase)



*** QUOTE ***

Matco Tools

Robert Kelley

Authorized Distributor of Matco Tools

TP Invoice: 6961

Date: 6/28/202

2:10 P

Page:

Customer:

Shop Account Colusa County Transit (386)
Colusa County Transit

Distributor:

Robert Kelley
1679 McMahon Rd
LAKEPORT, CA 95453
Business Phone: (707) 349-6116
Cell: (707) 349-6116
eMail: robertkelley.matco@gmail.com

Item	Qty	Item Description	Amount	Comment
Y14008000900	1	FLUID PRO TRANS EXCHANGE SYSTE	6,500.00	
		You saved:	1,126.15	

Purchases: 6,500.00

Tax: 471.25

Invoice Total: 6,971.25

Purchase up to \$2,500.00 worth of
tools for only \$15.00 per week!!!!
See me for details!!!!

Attachment: Matco Quote (9299 : Make a finding that competitive bidding is not in the Agencys best interest and approve the purchase)



5.6.c

Snap-on Tools Quote

Quote Date - 6/8/2023 15:38:49

Sold By: T&B TOOLS LLC
 Address: 130 4TH STREET
 COLUSA, CA 95932-

Sold To: COLUSA COUNTY TRANSIT
 Address: 715 D ST
 COLUSA, CA 95932-

Account Type: RA
 Invoice #: 0608231957Q

Phone: 530-682-3239

Phone: 530-458-0287

Tax Exempt #:

PO #:

Part #	Qty	Description	Line Type	Price	Discount	Total	1
ADK98018	1	INLINE ATF X-CHANGER	Sale	5,685.00	285.00	5,400.00	472

- Wear safety goggles
- Use the right tool
- Use the tool properly
- Maintain the tool regularly

SubTotal 5,400.00
 COLUSA, CA 8.75 % Tax 472.50
 Freight 0.00
 Grand Total 5,872.50

THANK YOU FOR PURCHASING SNAP ON!
 PLEASE MAKE ALL CHECKS OUT TO T&B TOOLS LLC
 TIM:(530)682-3239 BRADEN:(530)681-6024
 ALL SALES ARE FINAL

AccountType	Previous Balance	Balance as of	Purchases	Total	Payment	New Balance
RA	0.00		5,872.50	5,872.50	0.00	5,872.50

Your Next RA Payment Will Include: 0.00
 Your Agreed Upon Weekly Payment Is: 838.93
 Your Next RA Payment Will Be: 838.93

For value received, the Purchaser, as continuing security for the repayment of all obligations now or hereafter owing to the Franchisee, including, without limitation, the prompt payment, as and when due, of the purchase price of the PMSI Collateral (as hereinafter defined), and the performance of all of the obligations, covenants and warranties of the Purchaser to the Franchisee hereunder, hereby grants to the Franchisee a continuing specific and fixed purchase money security interest in all products supplied, sold or provided to the Purchaser by the Franchisee, including the tools listed above, and including all accretions, substitutions, replacements, additions and accessions thereto and all Proceeds thereof (the "PMSI Collateral"). I agree that the Franchisee named above or its assigns shall retain a Purchase Money Security Interest in the PMSI Collateral until I have made all the promised payments, at which time Franchisee's security interest shall be released. If I fail to make any of the payments specified, agree to return the PMSI Collateral to the Franchisee or its assigns on demand. Until all payments are made, I agree to retain the PMSI Collateral in my possession in good condition and to notify the Franchisee of any changes in employment or home address. In the event that I fail to make the promised payments and the Franchisee must resort to civil litigation to obtain return of or payment for the PMSI Collateral, I shall be held responsible for the costs of such litigation including reasonable attorneys' fees.

X

X

* The Method of calculating tax can vary by tax jurisdiction. You should not assume that multiplying the subtotal by the tax percentage will result in the calculation of the correct tax.

Attachment: Snap On Quote (9299 : Make a finding that competitive bidding is not in the Agencies best interest and approve the purchase)