



SunLine Transit Agency
April 22, 2021
10:30 a.m. – 11:00 a.m.

AGENDA

FINANCE/AUDIT COMMITTEE Regular Meeting

VIA VIDEOCONFERENCE

Pursuant to California Governor Newsom's Executive Orders N-25-20 issued on March 4, 2020 and N-29-20 issued on March 18, 2020, the Finance/Audit Committee meeting will be conducted remotely through Zoom. Please follow the instructions below to join the meeting remotely.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Join Zoom Meeting - from PC, Laptop or Phone

<https://us02web.zoom.us/j/84341220186>

Meeting ID: 843 4122 0186

Teleconference Dial In
888-475-4499 (Toll Free)
Meeting ID: 843 4122 0186

One tap mobile
+16699009128,,84341220186#

Phone controls for participants:

The following commands can be used on your phone's dial pad while in Zoom meeting:

- *6 - Toggle mute/unmute
- *9 - Raise hand

For members of the public wishing to submit comment in connection with the Finance/Audit Committee Meeting: all public comment requests need to be submitted via email to the Clerk of the Board at clerkoftheboard@sunline.org prior to April 21, 2021 at 5:00 p.m. with your name, telephone number and subject of your public comment (agenda item or non-agenda item). Members of the public may make public comments through their telephone or Zoom connection when recognized by the Chair. If you send written comments, your comments will be made part of the official record of the proceedings and read into the record.

ITEM

RECOMMENDATION

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting at SunLine Transit Agency's Administration Building, 32505 Harry Oliver Trail, Thousand Palms, CA 92276 and on the Agency's website, www.sunline.org.

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (760) 343-3456 if special assistance is needed to participate in a Board meeting, including accessibility and translation services. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

ITEM

RECOMMENDATION

1. CALL TO ORDER

2. FLAG SALUTE

3. ROLL CALL

4. PRESENTATIONS

5. FINALIZATION OF AGENDA

6. PUBLIC COMMENTS

RECEIVE COMMENTS

NON AGENDA ITEMS

Members of the public may address the Committee regarding any item within the subject matter jurisdiction of the Committee; however, no action may be taken on off-agenda items unless authorized. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Comments may be limited to 3 minutes in length.

7. COMMITTEE MEMBER COMMENTS

RECEIVE COMMENTS

8. CONSENT CALENDAR

RECEIVE & FILE

All items on the Consent Calendar will be approved by one motion, and there will be no discussion of individual items unless a Board Member requests a specific item be pulled from the calendar for separate discussion. The public may comment on any item.

[8a\) Checks \\$1,000 and Over Report for February 2021](#)

(PAGE 4-8)

ITEM

RECOMMENDATION

- | | |
|---|------------------------------------|
| 8b) Credit Card Statement for February 2021 | (PAGE 9-18) |
| 8c) Monthly Budget Variance Report for February 2021 | (PAGE 19-24) |
| 8d) Contracts Signed in Excess of \$25,000 for March 2021 | (PAGE 25-26) |
| 8e) Union & Non-Union Pension Investment Asset
Summary February 2021 | (PAGE 27-30) |
| 8f) Ridership Report for March 2021 | (PAGE 31-34) |
| 8g) SunDial Operational Notes for March 2021 | (PAGE 35-38) |
| 8h) Metrics for March 2021 | (PAGE 39-47) |
| 8i) Quarterly Capital Project Update for 1st Quarter
Calendar Year 2021 | (PAGE 48-52) |
| 8j) Board Member Attendance for March 2021 | (PAGE 53-54) |
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| 9. UPDATE ON SUNLINE TRANSIT AGENCY'S
FINANCIAL STATUS
(Staff: Luis Garcia, Chief Financial Officer) | INFORMATION
(PAGE 55-56) |
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 | |
| 10. RESOLUTION NO. 0787 – FEDERAL EMERGENCY
FUNDING
(Staff: Luis Garcia, Chief Financial Officer) | APPROVE
(PAGE 57-61) |
|
 | |
| 11. RESOLUTION NO. 0788 FOR AFFORDABLE HOUSING
AND SUSTAINABLE COMMUNITIES GRANT
APPLICATION
(Staff: Rhonda Williams, Deputy Chief Financial Officer) | APPROVE
(PAGE 62-65) |
|
 | |
| 12. RECEIPT OF GRANT FUNDING AND PURCHASE
OF REVENUE VEHICLES
(Staff: Rudy Le Flore, Chief Project Consultant) | APPROVE
(PAGE 66-67) |
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| 13. RECEIPT OF GRANT FUNDING FOR LIQUID
HYDROGEN FUELING STATION
(Staff: Rudy Le Flore, Chief Project Consultant) | APPROVE
(PAGE 68-69) |
|
 | |
| 14. PURCHASE OF OPERATIONS BUILDING
CENTRAL COMPONENTS
(Staff: Peter Gregor, Chief Safety Officer) | APPROVE
(PAGE 70-75) |
|
 | |
| 15. PURCHASE OF TWO (2) CHEVY TAHOE VEHICLES
(Staff: Tony Cohen, Chief Maintenance Officer) | APPROVE
(PAGE 76-78) |
|
 | |
| 16. ADJOURN | |

SunLine Transit Agency
CONSENT CALENDAR

DATE: April 22, 2021

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Checks \$1,000 and Over Report for February 2021

Summary:

The Checks \$1,000 and Over Report lists all of the checks processed at the Agency with a value of over \$1,000 for a given month.

- The table below identifies the checks \$50,000 and over in the month of February which required signature from the Chair or Vice Chair.

<i>Vendor</i>	<i>Check #</i>	<i>Amount</i>
<i>CANNON DESIGN BUILDERS, INC</i>	<i>685256</i>	<i>\$657,399.01</i>
<i>CREATIVE BUS SALES, INC</i>	<i>685319</i>	<i>\$211,569.08</i>
<i>AMERICAN SECURITY GROUP</i>	<i>685327</i>	<i>\$132,932.68</i>
<i>SPECIALTY FLOORING, INC</i>	<i>685321</i>	<i>\$120,000.00</i>
<i>PLANET SOLAR, INC</i>	<i>685365</i>	<i>\$75,658.62</i>

Recommendation:

Receive and file.

**SunLine Transit Agency
Checks \$1,000 and Over
February 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
CANNONDESIGN BUILDERS, INC.	WIP- Operation Facility Design	685256	02/01/2021	657,399.01
CREATIVE BUS SALES, INC,	WIP- Four (4) Microtransit Vehicles	685319	02/05/2021	211,569.08
PERMA - INSURANCE	General Liability & Workers Comp Premium	685364	02/10/2021	170,081.46
AMERICAN SECURITY GROUP	WIP- Operation Facility Low Voltage Project	685327	02/10/2021	132,932.68
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	685384	02/10/2021	122,067.87
SPECIALTY FLOORING, INC.	WIP- Floor Resurfacing Maint Building DIV 1	685321	02/05/2021	120,000.00
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	685513	02/24/2021	119,982.08
IMPERIAL IRRIGATION DIST	Utilities	685412	02/17/2021	111,093.76
PLANET SOLAR, INC.	WIP- Admin Building Solar Carports Phase 2	685365	02/10/2021	75,658.62
ELEMENT MARKETS RENEWABLE ENERGY, LLC	Utilities	685401	02/17/2021	46,263.83
ELEMENT MARKETS RENEWABLE ENERGY, LLC	Utilities	685275	02/03/2021	44,756.33
SO CAL GAS CO.	Utilities	685440	02/17/2021	44,303.82
WORLD BACK TO WORK, INC	Medical Exam and Testing	685449	02/17/2021	43,200.00
DAHL, TAYLOR AND ASSOCIATES, INC.	WIP-Operation Facility Consulting Engineer	685270	02/03/2021	39,377.83
AVAIL TECHNOLOGIES	WIP- Replacement of Fixed Route Buses (2)	685262	02/03/2021	34,304.59
URRUTIA MARKS ARCHITECTS	WIP- Zero Emission Maintenance Facility	685359	02/10/2021	31,358.25
IMPERIAL IRRIGATION DIST	Utilities	685357	02/10/2021	30,640.65
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual Use Fuel Tax for 2020	685264	02/03/2021	29,610.00
MICHELIN NORTH AMERICA, INC.	Lease Tire Service	685418	02/17/2021	23,701.82
JAYNES BROTHERS CONSTRUCTION, INC.	WIP- Retention Beautification Phase II	685286	02/03/2021	23,662.40
VASQUEZ AND COMPANY LLP	Auditing Services	685313	02/03/2021	23,440.00
MICHELIN NORTH AMERICA, INC.	Lease Tire Service	685291	02/03/2021	22,681.10
BURKE, WILLIAMS & SORENSEN, LLP	Legal Services	685394	02/17/2021	22,319.70
WORLD BACK TO WORK, INC	Medical Exam and Testing	685450	02/17/2021	21,600.00
WORLD BACK TO WORK, INC	Medical Exam and Testing	685448	02/17/2021	21,600.00
COACHELLA VALLEY TAXI	SunRide Ride Share Expense	685480	02/24/2021	17,161.98
WSP USA INC.	TDM & Vanpool Program	685516	02/24/2021	16,496.01
THE LEFLORE GROUP LLC	Projects Consultant	685436	02/17/2021	16,428.50
OLD GREEN HOUSE LLC	Consulting Services	685434	02/17/2021	13,050.00
NFI PARTS	Inventory Repair Parts	685453	02/24/2021	12,595.86
KELLERMEYER BERGENSONS SERVICES, LLC	Janitorial Services	685479	02/24/2021	12,444.34
BALLARD POWER SYSTEMS	Inventory Repair Parts	685455	02/24/2021	12,087.19
BALLARD POWER SYSTEMS	Repair Parts-Fuel Cell	685263	02/03/2021	11,987.19
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual Exempt Bus Operator Use Fuel Tax 2020	685266	02/03/2021	11,871.00
VERIZON WIRELESS	Wireless Telephone Service	685446	02/17/2021	11,270.41
NFI PARTS	Inventory Repair Parts	685323	02/10/2021	11,149.75
MURCHISON & CUMMING, LLP	Insurance Loss	685522	02/26/2021	10,687.05
NFI PARTS	Inventory Repair Parts	685257	02/03/2021	10,439.40
COMPLETE COACH WORKS	Repair Claims	685459	02/24/2021	9,935.14

**SunLine Transit Agency
Checks \$1,000 and Over
February 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
YELLOW CAB OF THE DESERT	SunRide Ride Share Expense	685318	02/03/2021	9,391.82
ROBERT HALF	Temporary Help	685499	02/24/2021	8,888.00
ZEN AND THE ART OF CLEAN ENERGY SOLUTIONS	Consulting - General	685518	02/24/2021	8,812.50
GARON WYATT INVESTIGATIVE SERVICES	Insurance Loss	685404	02/17/2021	8,732.70
NFI PARTS	Inventory Repair Parts	685392	02/17/2021	8,492.44
CPAC INC.COM	Fixed Assets-Office Furniture & Equipment	685396	02/17/2021	8,373.18
ROBERT HALF	Temporary Help	685433	02/17/2021	7,878.00
DOUG WALL CONSTRUCTION	Fixed Assets-Facility Improvements	685466	02/24/2021	7,464.82
DESERT AIR CONDITIONING, INC.	Fixed Assets-Misc Equipment	685343	02/10/2021	6,678.00
AMALGAMATED TRANSIT UNION	Union Dues	685326	02/10/2021	6,442.73
AMALGAMATED TRANSIT UNION	Union Dues	685454	02/24/2021	6,383.35
DECALS BY DESIGN, INC.	WIP- Four (4) Microtransit Vehicles	685462	02/24/2021	6,363.50
ROBERT HALF	Temporary Help	685432	02/17/2021	6,360.00
ELDORADO NATIONAL (CALIFORNIA), INC.	Inventory Repair Parts	685467	02/24/2021	6,296.14
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	685302	02/03/2021	6,003.40
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	685363	02/10/2021	6,001.12
TEC OF CALIFORNIA, INC.	Inventory Repair Parts	685507	02/24/2021	5,848.95
SONSRAY FLEET SERVICES	Inventory Repair Parts	685381	02/10/2021	5,845.64
MURCHISON & CUMMING, LLP	Insurance Loss	685293	02/03/2021	5,244.30
ADMIRAL SECURITY SERVICES, INC.	Security Guard Services	685452	02/24/2021	5,087.76
DESERT PARADISE CONSTRUCTION, LLC	WIP-Operation Facility	685273	02/03/2021	4,800.00
AVAIL TECHNOLOGIES	Computer Network Software Agmt 1/1/21 -6/30/21	685330	02/10/2021	4,600.00
KONIKOW ELECTRIC, INC.	WIP- Facility Improvement Projects	685317	02/03/2021	4,370.63
NAPA AUTO PARTS	Inventory Repair Parts	685485	02/24/2021	3,996.18
AARVIG & ASSOCIATES, APC	Insurance Loss	685519	02/26/2021	3,880.04
CREATIVE BUS SALES, INC,	Inventory Repair Parts	685269	02/03/2021	3,824.48
TPX COMMUNICATIONS	Communication	685512	02/24/2021	3,810.57
HOME DEPOT CREDIT SERVICES	Facility Maintenance Supplies	685408	02/17/2021	3,576.47
DECALS BY DESIGN, INC.	Inventory Repair Parts	685271	02/03/2021	3,514.97
COACHELLA VALLEY TAXI	SunRide Ride Share Expense	685358	02/10/2021	3,506.10
SOCALGAS	Utilities	685375	02/10/2021	3,458.92
TRANSIT PRODUCTS & SERVICES	Inventory Repair Parts	685383	02/10/2021	3,282.50
TIME WARNER CABLE	Utilities	685442	02/17/2021	3,238.71
IMPERIAL IRRIGATION DIST	Utilities	685476	02/24/2021	3,208.25
YELLOW CAB OF THE DESERT	SunRide Ride Share Expense	685517	02/24/2021	3,167.75
YELLOW CAB OF THE DESERT	SunRide Ride Share Expense	685389	02/10/2021	3,163.60
MAGALDI & MAGALDI, INC.	Inventory Repair Parts	685482	02/24/2021	3,154.03
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishments	685337	02/10/2021	3,137.71
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishments	685457	02/24/2021	3,137.71

**SunLine Transit Agency
Checks \$1,000 and Over
February 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
TWO KNIGHTS INSURANCE SERVICES	Consulting- HR	685379	02/10/2021	3,089.93
SOUTHWEST PLUMBING, INC.	Contract Svc- H2	685504	02/24/2021	2,975.00
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	685372	02/10/2021	2,892.58
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	685492	02/24/2021	2,883.66
HDR ENGINEERING, INC.	Consulting	685474	02/24/2021	2,696.03
SONSRAY FLEET SERVICES	Inventory Repair Parts	685309	02/03/2021	2,609.73
FORENSIC DRUG TESTING SERVICES	Medical Exams	685351	02/10/2021	2,575.75
JESSE FRESCAS JR.	Consulting General	685413	02/17/2021	2,560.00
ADMIRAL SECURITY SERVICES, INC.	Security Guard Services	685391	02/17/2021	2,543.88
CREATIVE BUS SALES, INC,	Inventory Repair Parts	685341	02/10/2021	2,537.89
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	685435	02/17/2021	2,511.59
ADMIRAL SECURITY SERVICES, INC.	Security Guard Services	685322	02/10/2021	2,487.30
PRUDENTIAL OVERALL SUPPLY	Uniforms	685431	02/17/2021	2,457.49
I/O CONTROLS CORP #201115	Computer Network Software Agmt	685475	02/24/2021	2,400.00
MANERI SIGN CO INC	WIP-West Valley Refueled Bus Stops Project	685417	02/17/2021	2,356.48
IMPERIAL IRRIGATION DIST	Utilities	685283	02/03/2021	2,354.31
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual User Use Fuel Tax for 2020	685265	02/03/2021	2,235.00
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	685353	02/10/2021	2,223.20
BURRTEC WASTE & RECYCLING SERVICES	Emergency Preparedness Supplies	685395	02/17/2021	2,217.69
LUMINATOR TECHNOLOGY GROUP, INC.	Inventory Repair Parts	685481	02/24/2021	2,176.05
OPW FUELING COMPONENTS	Inventory Repair Parts	685425	02/17/2021	2,160.98
DOUG WALL CONSTRUCTION	Fixed Assets-Misc Equipment	685399	02/17/2021	2,047.54
QUADIENT FINANCE USA, INC.	Postage	685369	02/10/2021	2,000.00
OFFICETEAM	Temporary Help	685424	02/17/2021	1,898.11
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	685387	02/10/2021	1,842.27
DESERT HOSE & SUPPLY CORP.	Inventory Repair Parts	685464	02/24/2021	1,823.29
SOUTH COAST AQMD	Permits & Licenses	685503	02/24/2021	1,820.48
GILLIG LLC	Inventory Repair Parts	685406	02/17/2021	1,803.86
PLAZA TOWING, INC.	Towing Service	685494	02/24/2021	1,800.00
AUGER CONSULTING GROUP LLC	Consulting Services	685416	02/17/2021	1,760.00
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Remove	685502	02/24/2021	1,745.42
VINCENT PRINTING COMPANY, INC.	Advertising	685314	02/03/2021	1,729.52
BUREAU VERITAS NORTH AMERICA	Inventory Repair Parts	685285	02/03/2021	1,693.47
SOUTHWEST NETWORKS, INC.	IT Support Services	685376	02/10/2021	1,650.00
SMARTDRIVE SYSTEMS, INC.	General Services	685439	02/17/2021	1,580.00
AMETZA ARIZONA, LLC.	Lubricants and Oils	685328	02/10/2021	1,533.12
NS CORPORATION	Plumbing Expenses	685491	02/24/2021	1,490.09
MILE3 WEB DEVELOPMENT	Website Maintenance	685360	02/10/2021	1,470.00
PARKHOUSE TIRE, INC.	Inventory Repair Parts	685295	02/03/2021	1,462.65

**SunLine Transit Agency
Checks \$1,000 and Over
February 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SC FUELS	Lubricants and Oils	685438	02/17/2021	1,453.32
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	685334	02/10/2021	1,325.65
KUNA FM	Advertising	685415	02/17/2021	1,295.00
GRAINGER	Electrical Expenses	685356	02/10/2021	1,279.98
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	685333	02/10/2021	1,272.43
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	685301	02/03/2021	1,245.59
BATTERY SYSTEMS, INC.	Inventory Repair Parts	685331	02/10/2021	1,237.93
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	685500	02/24/2021	1,228.35
GENFARE	Consulting	685471	02/24/2021	1,200.00
KESQ	Advertising	685414	02/17/2021	1,150.00
TOOLTOPIA, LLC.	Small Tools & Equipment	685511	02/24/2021	1,120.65
JESSUP AUTO PLAZA	Repair Parts-Support Vehicles	685366	02/10/2021	1,105.69
GENFARE	Inventory Repair Parts	685405	02/17/2021	1,092.80
GILLIG LLC	Inventory Repair Parts	685279	02/03/2021	1,001.97
Total Checks Over \$1,000	\$2,711,729.39			
Total Checks Under \$1,000	(\$101,401.80)			
Total Checks	\$2,610,327.59			

SunLine Transit Agency**CONSENT CALENDAR**

DATE: April 22, 2021

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Credit Card Statement for February 2021

Summary:

The attached report summarizes the Agency's credit card expenses for February 2021. Credit card transactions through the CEO/General Manager credit card align with statement closing date of March 3, 2021. The report also summarizes transactions for the credit cards utilized for Accounts Payable and Procurement which align with statement closing date of February 28, 2021 for the reporting period.

Recommendation:

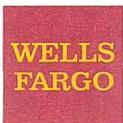
Receive and file.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 3/03/21

Name on Card: Lauren Skiver

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	2/7/2021	2/7/2021	GoDaddy	GoDaddy - Microsoft Office 365 Email Essentials; Annual Renewal - ZEBRA *Reimbursed by ZEBRA		\$71.88
2	2/8/2021	2/8/2021	GoDaddy	GoDaddy; Annual Website Domain Renewals - ZEBRA *Reimbursed by ZEBRA		\$86.68
3	2/8/2021	2/8/2021	Rancho Mirage Florist	Rancho Mirage Florist - Floral arrangement; Board Member Condolences		\$158.93
4	2/23/2021	2/23/2021	APTA	APTA Marketing & Communications Virtual Workshop -Registration; Tomm Belanich, Marketing Specialist and Reed Alvarado, Communications Coordinator		\$450.00
5	3/1/2021	3/1/2021	Trapeze Group	Think Transit, The Trapeze Technology Conference -Registration; Jeff Guidry, Transit Planning Manager		\$300.00
6	3/1/2021	3/1/2021	Trapeze Group	Think Transit, The Trapeze Technology Conference -Registration; Luis Salcido, Transit Planning Analyst		\$300.00
7	3/2/2021	3/2/2021	Rancho Mirage Florist	Rancho Mirage Florist - Floral arrangement; Executive Team Member Loss		\$239.75
Credits and Charges:					\$0.00	\$1,607.24



CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT

Prepared For	SUNLINE TRANSIT LUIS GARCIA
Account Number	[REDACTED]
Statement Closing Date	03/03/21
Days in Billing Cycle	28
Next Statement Date	04/02/21

For Customer Service Call:
800-231-5511

Inquiries or Questions:
Wells Fargo SBL PO Box 29482
Phoenix, AZ 85038-8650

Payments:
Elite Card Payment Center PO Box 77066
Minneapolis, MN 55480-7766

Credit Line	\$40,000
Available Credit	\$38,372

Payment Information

New Balance	\$1,570.30
Current Payment Due (Minimum Payment)	\$500.00
Current Payment Due Date	03/28/21

Thank you for using our Automatic Payment service. See the **Important Information** section below for your next scheduled payment.

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-231-5511 for payoff information.

Account Summary

Previous Balance		\$183.00
Credits	-	\$36.94
Payments	-	\$183.00
Purchases & Other Charges	+	\$1,607.24
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$1,570.30

Wells Fargo Cash Back SM Program Summary

Previous Cash Back Balance		\$12.83
Cash Earned this Month		\$24.11
Trades From Other Company Cards		\$0.00
Bonus/Adjustments		\$0.00
Cash Back Balance	=	\$0.00
Cash Awarded this Period		\$36.94
Year to Date Cash Back Awarded		\$36.94

Cash Back Notice

Use your Business Card for all of your business expenses plus everyday purchases and get 1.5% Cash Back.

See reverse side for important information.

DETACH HERE

Detach and mail with check payable to "Wells Fargo" to arrive by Current Payment Due Date.

Make checks payable to: Wells Fargo

Account Number	[REDACTED]
New Balance	\$1,570.30
Total Amount Due (Minimum Payment)	\$500.00
Current Payment Due Date	03/28/21

Print address or phone changes:

Work ()

Amount Enclosed:



ELITE CARD PAYMENT CENTER YTG 29
 PO BOX 77066
 MINNEAPOLIS MN 55480-7766

SUNLINE TRANSIT
 LUIS GARCIA
 32505 HARRY OLIVER TRL
 THOUSAND PALMS CA 92276-3501
 56723 P302



Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	11.240%	.03079%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	23.990%	.06572%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

\$0 - \$1,570.30 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 03/28/21. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

TOTAL *FINANCE CHARGE* BILLED IN 2020 \$0.00
 TOTAL *FINANCE CHARGE* PAID IN 2020 \$0.00

Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
LAURA SKIVER	[REDACTED]	40,000	\$1,607.24

Transaction Details

The transactions detailed on this Consolidated Billing Control Account Statement contain transactions made directly to this Control Account plus all transactions made on Sub Accounts. If there were no transactions made by a Sub Account that Sub Account will not appear.

Trans	Post	Reference Number	Description	Credits	Charges
02/28	02/28	F3268001V00CHGDDA	AUTOMATIC PAYMENT - THANK YOU TOTAL [REDACTED] \$183.00-	183.00	
03/03	03/03		WELLS FARGO CASH BACK - CREDIT	36.94	

Transaction Summary For **LAURA SKIVER**
 Sub Account Number Ending In [REDACTED]

02/07	02/07	24906411639SL60WF	DNH*GODADDY.COM 480-5058855 AZ		71.88
02/08	02/08	244309918BMBR3YFE	DNH*GODADDY.COM https://www.g AZ		86.68
02/08	02/08	244921518RS34SQ8Z	PAYPAL *RANCHOMIRAG 402-935-7733 CA		158.93
02/23	02/23	24639231PS66L7PRL	APTA 202-4964800 DC		450.00
03/01	03/01	24492151WRS5EF2Z8	TRAPEZEGRP 187-741-1872 IA		300.00
03/01	03/01	24492151WRS5HQGWA	TRAPEZEGRP 187-741-1872 IA		300.00
03/02	03/02	24492151YRS7XTYET	PAYPAL *RANCHOMIRAG 402-935-7733 CA		239.75
TOTAL \$1,607.24					
LAURA SKIVER / Sub Acct Ending In [REDACTED]					

Wells Fargo News

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Sunline Transit Agency Visa Credit Card Statement

Closing Date: 02/28/2021

Name on Card: Liz Granillo (Accounts Payable Card)

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	2/1/2021	2/2/2021	Phytools	Kvaser USBcan Light - FC Bus Tool		\$ 610.00
2	2/4/2021	2/5/2021	Amazon	Alexa for Business Account		\$ 6.40
3	2/8/2021	2/9/2021	Burrtec	Utilities Acct # 44-VC-225377		\$ 250.75
4	2/24/2021	2/25/2021	CVWD	Utilities Acct # 226783-601148		\$ 186.44
5	2/24/2021	2/25/2021	CVWD	Utilities Acct # 596265-403818		\$ 108.35
6	2/24/2021	2/25/2021	CVWD	Utilities Acct # 226773-601132		\$ 86.99
7	2/24/2021	2/25/2021	CVWD	Utilities Acct # 314009-845852		\$ 57.34
8	2/24/2021	2/25/2021	CVWD	Utilities Acct # 314011-845854		\$ 376.55
9	2/24/2021	2/25/2021	CVWD	Utilities Acct # 596261-601130		\$ 86.99
10	2/24/2021	2/25/2021	CVWD	Utilities Acct # 596263-566514		\$ 90.28
11	2/24/2021	2/25/2021	CVWD	Utilities Acct # 596433-601158		\$ 44.74
12	2/24/2021	2/25/2021	CVWD	Utilities Acct # 596437-601156		\$ 70.66
13	2/24/2021	2/25/2021	CVWD	Utilities Acct # 711835-567044		\$ 586.32
14	2/24/2021	2/25/2021	IID	Utilities Acct # 50677437		\$ 136.81
Credits and Charges					\$0.00	\$2,698.62



Statement Expenses

03/04/2021 03:41 PM PT
Requested By: GRANILLO, LIZ

Cardholder Summary

Cardholder Name:	GRANILLO, LIZ	Start Date:	02/01/2021
Card Number:	XXXX-XXXX-XXXX	End Date:	02/28/2021
Status:	Cardholder Reviewed	Reminder Period:	03/02/2021 through 03/06/2021
Charges:	2,698.62 USD	Grace Period:	03/07/2021 through 03/08/2021
Out-of-pocket:	0.00 USD		
Total Amount:	2,698.62 USD		

Charges

1.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/01/2021	02/02/2021	No	Sp Phytools1 Httpsphytools,WA	5049900011 - MATERIALS AND SUPPLIES	Finance(FIN)	Yes	Yes	610.00 USD / 610.00
	Description USB Light								
	FUND 00		DIVISION 22						
2.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/04/2021	02/05/2021	No	Amazon Web Services Aws.amazon.co,WA	5030300011 - COMPUTER/NETWORK SOFTWARE AGMT	Finance(FIN)	Yes	Yes	6.40 USD / 6.40
	Description Alexa for Business Account								
	FUND 00		DIVISION 42						
3.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/08/2021	02/09/2021	No	Burrtec Waste And Recycli 760-3402113,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	250.75 USD / 250.75
	Description UTILITIES								
	FUND 00		DIVISION 23						
4.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	186.44 USD / 186.44
	Description UTILITIES								
	FUND 00		DIVISION 23						
5.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	108.35 USD / 108.35
	Description UTILITIES								
	FUND 00		DIVISION 23						
6.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	86.99 USD / 86.99

Description		UTILITIES							
FUND	00	DIVISION			23				
7.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	57.34 USD / 57.34
Description		UTILITIES							
FUND	00	DIVISION			23				
8.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	376.55 USD / 376.55
Description		UTILITIES							
FUND	00	DIVISION			23				
9.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	86.99 USD / 86.99
Description		UTILITIES							
FUND	00	DIVISION			23				
10.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	90.28 USD / 90.28
Description		UTILITIES							
FUND	00	DIVISION			23				
11.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	44.74 USD / 44.74
Description		UTILITIES							
FUND	00	DIVISION			23				
12.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	70.66 USD / 70.66
Description		UTILITIES							
FUND	00	DIVISION			23				
13.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	586.32 USD / 586.32
Description		UTILITIES							
FUND	00	DIVISION			10				
14.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/26/2021	No	Spi Imperial Irrigati 800-303-7756,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	Yes	136.81 USD / 136.81
Description		UTILITIES							

FUND 00

DIVISION 24

Total Charges: 2,698.62 USD

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---

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Sunline Transit Agency Visa Credit Card Statement

Closing Date: 02/28/2021

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	2/8/2021	2/9/2021	Amazon-Anker Direct	IT Supplies		\$ 64.60
3	2/23/2021	2/24/2021	Amazon-Wing Deli	2 Batteries for Stop and Zones		\$ 44.16
2	2/23/2021	2/24/2021	Amazon-GriNsmile	Cleaning Supplies for Buses		\$ 177.00
4	2/24/2021	2/25/2021	A&A Hydraulic	Repair Parts for Shop Tools		\$ 16.15
Credits and Charges					\$0.00	\$ 301.91



Statement Expenses

03/04/2021 03:25 PM PT
Requested By: WATCHER, WALTER

Cardholder Summary			
Cardholder Name:	WATCHER, WALTER _	Start Date:	02/01/2021
Card Number:	xxxx-xxxx-xxxx	End Date:	02/28/2021
Status:	Cardholder Reviewed	Reminder Period:	03/02/2021 through 03/06/2021
Charges:	301.91 USD	Grace Period:	03/07/2021 through 03/08/2021
Out-of-pocket:	0.00 USD		
Total Amount:	301.91 USD		

Charges

1.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/08/2021	02/09/2021	No	Amzn Mktp Us N365o5x33 Am Amzn.com/bill,WA	5049900010 - COMPUTER SUPPLIES	Finance(FIN)	Yes	Yes	64.60 USD / 64.60
	Description 4 PORT USB								
	FUND 00		DIVISION 42						
2.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/23/2021	02/24/2021	No	Amzn Mktp Us Fr3ri6wc3 Amzn.com/bill,WA	5049900026 - FACILITY MAINTENANCE- MAIN FAC	Finance(FIN)	Yes	Yes	44.16 USD / 44.16
	Description 2 BATTERIES								
	FUND 00		DIVISION 25						
3.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/23/2021	02/24/2021	No	Amzn Mktp Us O51ki0ht3 Amzn.com/bill,WA	5049900011 - MATERIALS AND SUPPLIES	Finance(FIN)	Yes	Yes	177.00 USD / 177.00
	Description T-BAR SILICONE BLADE								
	FUND 00		DIVISION 22						
4.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	02/24/2021	02/25/2021	No	A & A Hydraulic Repair 2163624000,OH	5049900011 - MATERIALS AND SUPPLIES	Finance(FIN)	Yes	Yes	16.15 USD / 16.15
	Description HANDLE KIT FOR 7201								
	FUND 00		DIVISION 22						

Total Charges: 301.91 USD

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

—End of Report—

SunLine Transit Agency**CONSENT CALENDAR**

DATE: April 22, 2021

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Monthly Budget Variance Report for February 2021

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget and the FYTD budget values for the month of February 2021 are equal to 8/12^{ths} of the yearly budget.

Year to Date Summary

- As of February 28, 2021, the Agency's FYTD revenues are \$397,323 or 16.79% below the FYTD budget due to free fares related to COVID-19.
- As of February 28, 2021, the Agency's FYTD expenditures are \$1,734,390 or 6.37% below the FYTD budget.

Monthly Spotlight

- Electricity expenses related to hydrogen and CNG production were over the straight line budget in the month of February due to required testing of the hydrogen electrolyzer in preparation for acceptance testing. The testing and corresponding fluctuations in costs are anticipated to continue until commissioning is complete.

Recommendation:

Receive and file.

SunLine Transit Agency
Budget Variance Report
February 2021

Description	FY21 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	FY21 FYTD Budget	Favorable (Unfavorable)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	1,399,824	11,757	116,652	(104,895)	57,887	933,216	(875,329)	95.9%
Other Revenue	2,149,017	250,212	179,085	71,127	1,910,684	1,432,678	478,006	11.1%
Total Operating Revenue	3,548,841	261,968	295,737	(33,768)	1,968,571	2,365,894	(397,323)	44.5%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	10,110,722	780,307	842,560	62,254	6,418,881	6,740,481	321,600	36.5%
Operator & Mechanic Overtime	1,237,377	27,294	103,115	75,820	330,826	824,918	494,092	73.3%
Administration Salaries & Wages	6,298,696	429,197	524,891	95,694	3,826,650	4,199,131	372,481	39.2%
Administration Overtime	82,132	4,289	6,844	2,555	37,352	54,755	17,402	54.5%
Fringe Benefits	9,880,136	789,898	823,345	33,446	6,484,076	6,586,757	102,681	34.4%
Communications	243,300	18,606	20,275	1,669	144,608	162,200	17,592	40.6%
Legal Services	425,000	16,122	35,417	19,294	137,220	283,333	146,113	67.7%
Computer/Network Software Agreement	634,653	37,826	52,888	15,062	325,170	423,102	97,932	48.8%
Uniforms	85,084	2,759	7,090	4,332	47,703	56,723	9,020	43.9%
Contracted Services	522,700	43,374	43,558	184	303,014	348,467	45,452	42.0%
Equipment Repairs	10,858	1,878	905	(973)	3,970	7,239	3,269	63.4%
Security Services	110,000	10,258	9,167	(1,091)	85,983	73,333	(12,650)	21.8%
Fuel - CNG	1,219,687	102,841	101,641	(1,200)	847,348	813,125	(34,224)	30.5%
Fuel - Hydrogen	1,033,088	111,413	86,091	(25,322)	704,301	688,725	(15,576)	31.8%
Tires	226,381	15,888	18,865	2,977	125,048	150,921	25,873	44.8%
Office Supplies	73,221	2,283	6,102	3,819	25,514	48,814	23,300	65.2%
Travel/Training	156,482	0	13,040	13,040	32,081	104,321	72,241	79.5%
Repair Parts	1,436,348	107,219	119,696	12,476	936,467	957,565	21,098	34.8%
Facility Maintenance	48,598	2,087	4,050	1,963	24,772	32,399	7,627	49.0%
Electricity - CNG & Hydrogen	921,000	117,142	76,750	(40,392)	776,228	614,000	(162,228)	15.7%
Natural Gas	1,095,000	85,616	91,250	5,634	718,813	730,000	11,187	34.4%
Water and Gas	7,900	943	658	(285)	6,234	5,267	(967)	21.1%
Insurance Losses	1,781,829	113,588	148,486	34,898	2,032,671	1,187,886	(844,785)	-14.1%
Insurance Premium - Property	24,737	2,754	2,061	(692)	22,031	16,491	(5,540)	10.9%
Repair Claims	40,000	13,504	3,333	(10,171)	27,387	26,667	(720)	31.5%
Fuel Taxes	134,400	4,564	11,200	6,636	54,657	89,600	34,943	59.3%
Other Expenses	4,936,976	321,342	411,415	90,073	2,564,998	3,291,317	726,319	48.0%
Self Consumed Fuel	(1,936,155)	(214,254)	(161,346)	52,908	(1,551,629)	(1,290,770)	260,859	19.9%
Total Operating Expenses (Before Depreciation)	40,840,150	2,948,738	3,403,346	454,608	25,492,376	27,226,767	1,734,390	37.6%
Operating Expenses in Excess of Operating Revenue		\$ (2,686,770)			\$ (23,523,806)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	6,228,744	448,769	519,062	70,293	3,929,167	4,152,496	223,329	36.9%
State - LTF, LCTOP	11,337,000	816,810	944,750	127,940	7,151,516	7,558,000	406,484	36.9%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	6,162,705	444,012	513,559	69,547	3,887,508	4,108,470	220,962	36.9%
CARES Act 5307, 5311, 5311(f)	13,562,860	977,179	1,130,238	153,059	8,555,615	9,041,907	486,292	36.9%
Total Subsidies	37,291,309	2,686,770	3,107,609	420,839	23,523,806	24,860,873	1,337,067	36.9%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SunLine Transit Agency
 Budget Variance Report
 February 2021

#

Description	FY21 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	FY21 FYTD Budget	Favorable (Unfavorable)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	27,609,063	2,030,985	2,300,755	269,770	17,097,786	18,406,042	1,308,256	38.1%
Services	3,925,788	286,937	327,149	40,212	2,166,506	2,617,192	450,686	44.8%
Fuels & Lubricants	2,438,579	218,125	203,215	(14,910)	1,618,947	1,625,719	6,773	33.6%
Tires	226,381	15,888	18,865	2,977	125,048	150,921	25,873	44.8%
Materials and Supplies	1,912,844	128,324	159,404	31,080	1,192,281	1,275,229	82,948	37.7%
Utilities	2,310,240	219,873	192,520	(27,353)	1,681,471	1,540,160	(141,311)	27.2%
Casualty & Liability	2,880,550	215,154	240,046	24,892	2,769,908	1,920,367	(849,541)	3.8%
Taxes and Fees	134,400	4,564	11,200	6,636	54,657	89,600	34,943	59.3%
Miscellaneous Expenses	1,338,460	43,143	111,538	68,395	337,402	892,307	554,905	74.8%
Self Consumed Fuel	(1,936,155)	(214,254)	(161,346)	52,908	(1,551,629)	(1,290,770)	260,859	19.9%
Total Operating Expenses (Before Depreciation)	40,840,150	2,948,738	3,403,346	454,608	25,492,376	27,226,767	1,734,390	37.6%
Revenues:								
Passenger Revenue	1,399,824	11,757	116,652	(104,895)	57,887	933,216	(875,329)	95.9%
Other Revenue	2,149,017	250,212	179,085	71,127	1,910,684	1,432,678	478,006	11.1%
Total Operating Revenue	3,548,841	261,968	295,737	(33,768)	1,968,571	2,365,894	(397,323)	44.5%
Net Operating Gain (Loss)		\$ (2,686,770)			\$ (23,523,806)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	6,228,744	448,769	519,062	70,293	3,929,167	4,152,496	223,329	36.9%
State - LTF, LCTOP	11,337,000	816,810	944,750	127,940	7,151,516	7,558,000	406,484	36.9%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	6,162,705	444,012	513,559	69,547	3,887,508	4,108,470	220,962	36.9%
CARES Act 5307, 5311, 5311(f)	13,562,860	977,179	1,130,238	153,059	8,555,615	9,041,907	(486,292)	36.9%
Total Subsidies	37,291,309	2,686,770	3,107,609	420,839	23,523,806	24,860,873	1,337,067	36.9%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

Budget Variance Analysis - SunLine Transit Agency

Passenger Revenue - Unfavorable

- The negative variance in passenger fares is attributed to no fare collection as of March 17, 2020. Local fixed route and paratransit bus service will be provided free of charge until further notice. The Agency is taking precautions to provide the recommended social distancing and to help the community in these uncertain times.
- For February, ridership was at 55.20% below FY20 FYTD totals.
- Total system ridership was 1,416,373 trips below FY20 FYTD amounts.

Ridership

	FY20-February	FY21-February	Variance	%Δ
Fixed Route	352,935	157,101	(195,834)	-55.5%
Paratransit	11,972	5,741	(6,231)	-52.0%
SolVan	1,314	1,267	(47)	-3.6%
SunRide	-	56	56	-
System Total	366,221	164,165	(202,056)	-55.2%

Ridership

	FYTD-FY20	FYTD-FY21	Variance	%Δ
Fixed Route	2,682,900	1,325,259	(1,357,641)	-50.6%
Paratransit	101,940	43,286	(58,654)	-57.5%
SolVan	10,692	10,539	(153)	-1.4%
SunRide	-	75	75	-
System Total	2,795,532	1,379,159	(1,416,373)	-50.7%

Other Revenue - Favorable

- The favorable variance is attributed to a large amount of advertising revenue, emissions credits revenue, and accrued CNG rebate revenue. CNG revenue will be weighted more in the first half of FY21.
- CNG rebate was federally approved through the end of calendar year 2020.

Operator & Mechanic Salaries & Wages - Favorable

- The favorable balance is primarily attributed to lower than anticipated expenses relating to level 3 service and the deferral of the new express route.

Operator & Mechanic Overtime - Favorable

- The favorable balance is primarily attributed to the low amount of overtime scheduled in the modified service due to COVID-19.

Administration Salaries & Wages - Favorable

- The favorable variance in administrative salaries and wages is attributed to vacant positions across the Agency.

Administration Overtime - Favorable

- Administrative overtime is a variable expense dependent on the needs of the Agency and holiday work schedules.

Fringe Benefits - Favorable

- Fringe expenditures are within an acceptable range of the budgeted amount.

Communications - Favorable

- The favorable balance is primarily attributed to savings in cellular services.

Legal Services - Favorable

- Legal services have had lower expense for review and analysis for contracts, service agreements, projects, case reviews, procurements, claims, and funding resources.

Computer/Network Software Agreement - Favorable

- Software agreement expenditures are dependent on annual renewals of software agreements.

Uniforms - Favorable

- Expenditures are within an acceptable range of the budgeted amount.

Contracted Services - Favorable

- The favorable expenses are primarily attributed to lower use of the public relations/marketing consultant.

Equipment Repairs - Favorable

- Farebox repairs have been reduced due to the temporary free service related to COVID-19.

Security Services - Unfavorable

- Additional security service expenditures are required in Division 2 based on modified service due to COVID - 19.

Fuel - CNG - Unfavorable

- The unfavorable variance is primarily attributed to increased usage of CNG fixed route vehicles.

Internal GGE Usage

	GGE Usage	Variance FY20 vs. FY21	Variance Previous Month	%Δ FY20 vs FY21	%Δ Previous Month
February FY20	95,508				
February FY21	81,446	(14,062)	(901)	-14.72%	-1.09%
January FY21	82,347				
FYTD February FY20	870,816				
FYTD February FY21	728,452	(142,364)		-16.35%	

Fuel - Hydrogen - Unfavorable

- The unfavorable balance is primarily attributed to increased electricity costs.

Tires - Favorable

- The lower tire expenditures are attributed to a reduction in revenue miles.

Office Supplies - Favorable

- Office supplies are a variable expense; the costs are projected to be favorable for the remainder of the FY due to increased remote work, coin counting equipment, & vacancies.

Travel/Training - Favorable

- Travel & training savings can be attributed to different times at which training sessions are attended. Additionally, COVID-19 restrictions has affected staff travel.

Repair Parts - Favorable

- The favorable balance is primarily attributed to lower FYTD expenses related to fixed route repairs.

Facility Maintenance - Favorable

- The favorable balance is due to lower monthly expenses despite emergency repairs in the month of September.

Electricity - CNG & Hydrogen - Unfavorable

- The unfavorable balance in electricity expenditures is primarily attributed to increased costs associated with hydrogen production.

Natural Gas - Favorable

- The favorable balance is attributed to lower expenses for Indio.

Outside GGE Usage

	GGE Usage	Variance FY20 vs. FY21	Variance Previous Month	%Δ FY20 vs FY21	%Δ Previous Month
February FY20	32,087				
February FY21	15,206	(16,881)	(165)	-52.61%	-1.07%
January FY21	15,371				
FYTD January FY20	179,054				
FYTD January FY21	177,852	(1,202)		-0.67%	

Water and Gas - Unfavorable

- Water and gas expenses are within an acceptable range of the budget.

Insurance Losses - Unfavorable

- Unfavorable balance is due to a reconciliation of estimated losses recorded in December 2020.

Insurance Premium - Property - Unfavorable

- Insurance Premium - Property expenditures increased with completion of new facilities around the property.

Repair Claims - Unfavorable

- Repair claim expenses are within an acceptable range of the budget.

Fuel Taxes - Favorable

- Outside fueling sales are currently \$46,889 below FY20 FYTD amounts.
- For February, sales have decreased by \$223 from the previous month.
- The favorable variance in fuel taxes is due to lower fuel consumption and fuel sales.

Outside Fueling Revenue

	Revenue	Variance FY20 vs. FY21	Variance Previous Month	%Δ FY20 vs FY21	%Δ Previous Month
February FY20	\$ 87,822				
February FY21	\$ 42,718	\$ (45,104)	\$ (223)	-51.36%	-0.52%
January FY21	\$ 42,942				
FYTD February FY20	\$ 483,942				
FYTD February FY21	\$ 437,053	\$ (46,889)		-9.69%	

Other Expenses - Favorable

- Costs vary from month to month depending on the needs of the Agency or when programs are active (e.g., medical exams and testing, consulting fees, recruiting employees, printing services, temporary help services, SunRide Rideshare, Vanpool).

Self-Consumed Fuel - Favorable

- The favorable variance in self-consumed fuel is due to higher fuel cost.

SunLine Transit Agency
CONSENT CALENDAR

DATE: April 22, 2021

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Contracts Signed Between \$25,000 and \$100,000 for March 2021

Summary:

In accordance with Chapter 2, Section 1.2 of the Procurement Policy, the attached report summarizes SunLine's contracts between \$25,000 and \$100,000. This ensures the Board is aware of the obligations entered into under the CEO/General Manager's authority.

- For the month of March 2021, there was one (1) agreement executed between \$25,000 and \$100,000.
- Contracts executed:

VENDOR	PURPOSE	AMOUNT
Heptagon Seven Consulting	Coachella Transit Hub A&E Services	\$91,657.99

Recommendation:

Receive and file.

Contracts Signed Between \$25,000 and \$100,000

March 2021

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Heptagon Seven Consulting	Coachella Transit Hub A&E Services	Architect and engineering services for the Coachella Transit Hub.	FY21 Budget FY22 Budget	\$ 95,000.00	\$ 91,657.99	Executed Agreement

SunLine Transit Agency
CONSENT CALENDAR

DATE: April 22, 2021 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Union & Non-Union Pension Investment Asset Summary February 2021

Summary:

The pension asset summary demonstrates the market value of all assets as well as the total asset allocation for SunLine's union and non-union retirement plans. The following table states the target and range values for asset allocations based on the current investment policy:

	Target	Range
Equities	60%	35 – 75%
Fixed Income	40%	25 – 64%
Cash & Equivalent	0%	0 – 10%

For the month of February, SunLine's investments fell within the approved range of investment type for the union and non-union assets.

Union

	Actual	Range
Equities	63.21%	35 – 75%
Fixed Income	36.09%	25 – 64%
Cash & Equivalent	0.70%	0 – 10%

Non-Union

	Actual	Range
Equities	63.23%	35 – 75%
Fixed Income	36.10%	25 – 64%
Cash & Equivalent	0.67%	0 – 10%

For the month of February, the market value of assets increased by \$419,463 and \$403,451 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
January 2021	\$36,283,382	\$36,452,537
February 2021	\$36,702,845	\$36,855,988
Increase (Decrease)	\$419,463	\$403,451

New union and non-union pension investment policies were approved at the February 2021 board meeting. The targets from the previous investment policy statements will be utilized for January and February 2021 reports.

Recommendation:

Receive and file.

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 100-13-Q3482-01



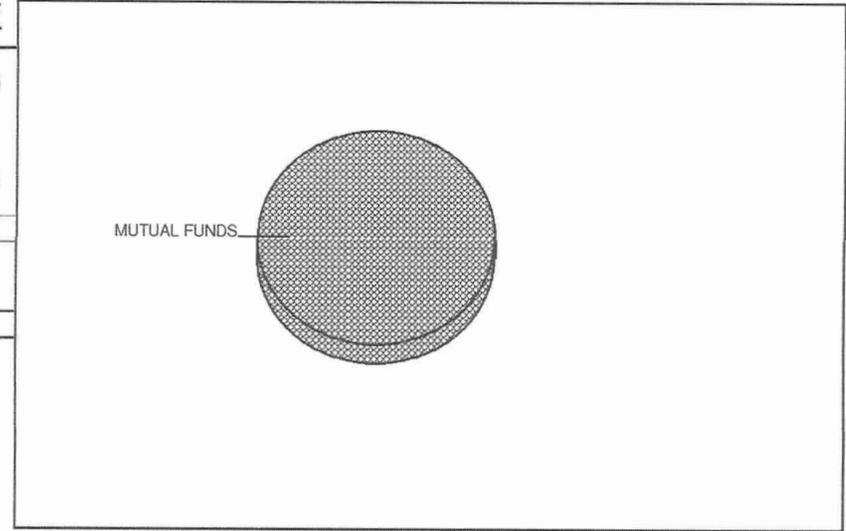
SUNLINE TRANSIT AGENCY - UNION
 ACCOUNT 6746032000

Page 7 of 20
 Period from February 1, 2021 to February 28, 2021

ASSET SUMMARY

ASSETS	02/28/2021 MARKET	02/28/2021 BOOK VALUE	% OF MARKET
Cash And Equivalents	258,346.78	258,346.78	0.70
Mutual Funds-Equity	23,197,324.66	17,041,678.25	63.21
Mutual Funds-Fixed Income	13,247,168.92	13,111,460.14	36.09
Total Assets	36,702,840.36	30,411,485.17	100.00
Accrued Income	4.96	4.96	0.00
Grand Total	36,702,845.32	30,411,490.13	100.00

Estimated Annual Income **691,126.09**



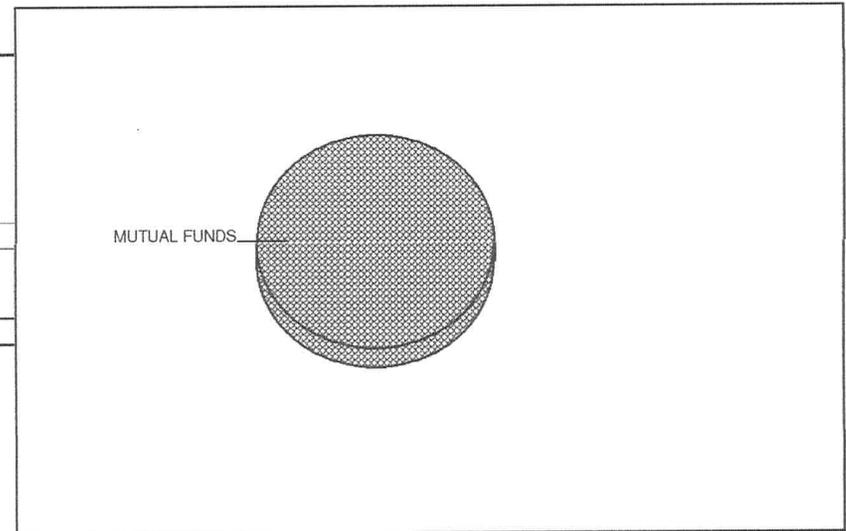
ASSET SUMMARY MESSAGES

Estimated Annual Income is an estimate provided for informational purposes only and should not be relied on for making investment, trading, or tax decisions. The estimates may not represent the actual value earned by your investments and they provide no guarantee of what your investments may earn in the future.

ASSET SUMMARY

ASSETS	02/28/2021 MARKET	02/28/2021 BOOK VALUE	% OF MARKET
Cash And Equivalents	248,751.33	248,751.33	0.67
Mutual Funds-Equity	23,302,572.22	17,124,262.96	63.23
Mutual Funds-Fixed Income	13,304,660.04	13,169,591.82	36.10
Total Assets	36,855,983.59	30,542,606.11	100.00
Accrued Income	4.72	4.72	0.00
Grand Total	36,855,988.31	30,542,610.83	100.00

Estimated Annual Income **694,035.21**



ASSET SUMMARY MESSAGES

Estimated Annual Income is an estimate provided for informational purposes only and should not be relied on for making investment, trading, or tax decisions. The estimates may not represent the actual value earned by your investments and they provide no guarantee of what your investments may earn in the future.

SunLine Transit Agency
CONSENT CALENDAR

DATE: April 22, 2021

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Ridership Report for March 2021

Summary:

	Monthly Ridership		Monthly Variance	
	Mar-20	Mar-21	Net	Percent
Fixed Route	244,570	179,749	-64,821	-26.5%
SolVan	1,441	1,512	71	4.9%
SunRide	0	178	178	100.0%
*Taxi Voucher	581	369	-212	-57.5%
SunDial	8,070	6,861	-1,209	-15.0%
Total	254,662	188,669	-65,993	-25.9%

*Taxi Voucher ridership counts are part of the system ridership for March 2021 totals and are not part of the NTD ridership report. In March 2021, the adverse effects of COVID-19 on SunLine's system-wide ridership caused a decrease of 65,993 rides or -25.9% compared to the same month of the previous year.

Consequently, the fiscal year to date system ridership decreased by 1,482,366 rides or -48.6% compared to the previous fiscal year. Two (2) supplemental charts are included to demonstrate fixed route and paratransit ridership trends and the percentage of ridership recovered. The COVID-19 Impact chart's baseline is calendar year 2019, this allows a comparison of three (3) years.

March 2021 Fiscal Year To Date Ridership	
Fiscal Year 2020	3,050,194
Fiscal Year 2021	1,567,828
Ridership Decrease	(1,482,366)

Recommendation:

Receive and file.



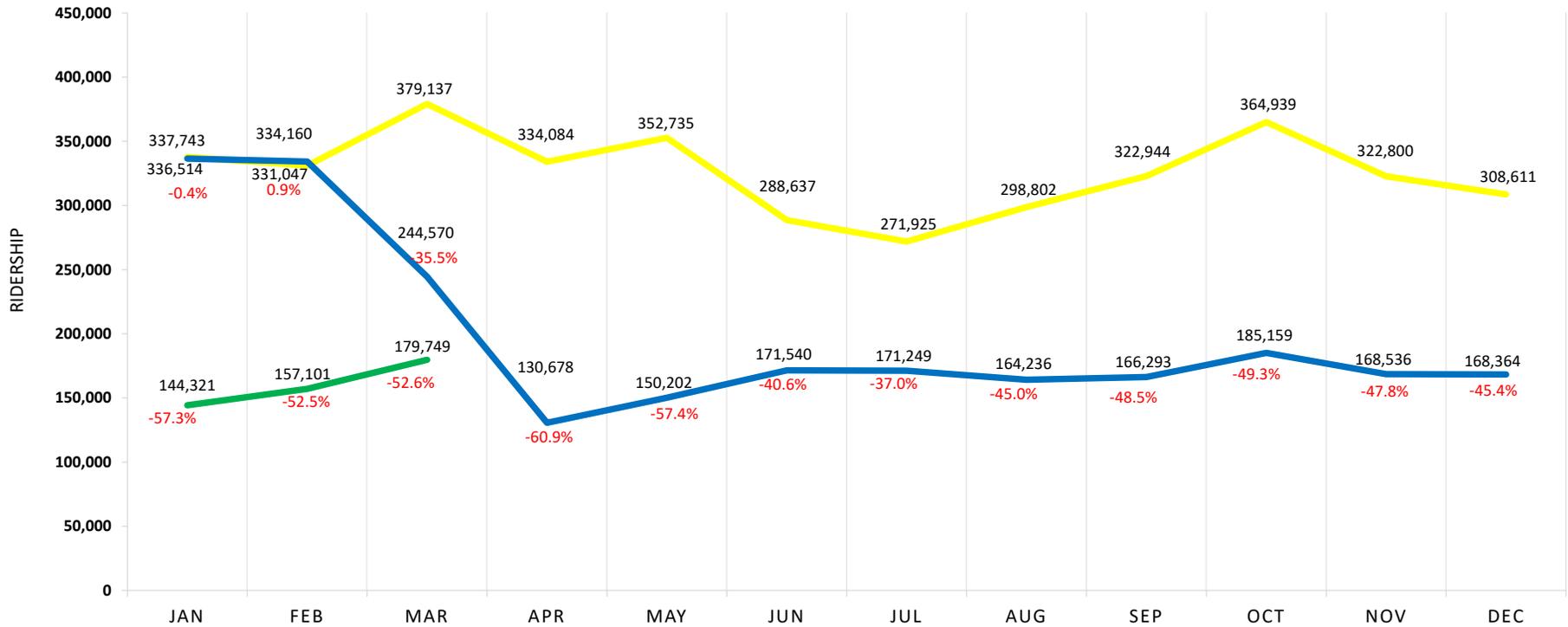
**SunLine Transit Agency
Monthly Ridership Report
March 2021**

Fixed Route	Description	Mar 2021	Mar 2020	FY 2021	FY 2020	Monthly KPI					
				YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Bikes		Wheelchairs	
						Monthly	FYTD	Monthly	FYTD		
Route 1	Coachella - Hwy 111 - Palm Springs	86,332	-	229,299	-	11.9	0.8	4,112	11,097	1,270	3,420
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	50,152	-	137,326	-	14.9	1.0	2,146	4,337	789	1,636
Route 3	Desert Hot Springs - Desert Edge	3,904	-	11,236	-	9.2	0.6	69	129	96	172
Route 4	Westfield Palm Desert - Palm Springs	15,123	-	42,036	-	8.0	0.5	733	3,399	110	1,032
Route 5	Desert Hot Springs - CSUSB - Palm Desert	-	-	-	-	-	-	-	-	-	-
Route 6	Coachella - Fred Waring - Westfield Palm Desert	4,433	-	11,789	-	3.2	0.3	241	449	52	103
Route 7	Bermuda Dunes - Indian Wells - La Quinta	5,440	-	13,795	-	9.7	0.7	492	984	75	208
Route 8	North Indio - Coachella -Thermal/Mecca	10,820	-	27,227	-	6.3	0.4	384	720	115	222
Route 9	North Shore - Mecca - Oasis	3,499	-	8,417	-	3.0	0.1	118	837	111	298
Route 10	Indio - CSUSB - San Bernardino - Metrolink	-	-	-	-	-	-	-	-	-	-
Route 500 SB	Westfield Palm Desert PM Tripper	3	-	3	-	-	-	1	1	-	-
Route 501 NB	Palm Desert High School AM Tripper	5	-	5	-	-	-	-	-	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	5	-	5	-	-	-	-	-	-	-
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	3	-	3	-	-	-	-	-	-	-
Route 800 NB	Shadow Hills High School AM Tripper	13	-	13	-	-	-	-	-	-	-
Route 801 SB	Jackson / 44th PM Tripper	17	-	17	-	-	-	-	-	-	-
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	-	-	-	-	-	-	-	-	-	-
Route 803 NB	Shadow Hills High School AM Tripper	-	-	-	-	-	-	-	-	-	-
Former Route 14	DHS/PS	-	36,128	156,008	426,304	-	-	-	6,507	-	2,562
Former Route 15	DHS	-	7,057	25,074	84,491	-	-	-	462	-	660
Former Route 20	DHS/PD	-	1,743	-	22,319	-	-	-	-	-	-
Former Route 21	PD	-	669	-	9,364	-	-	-	-	-	-
Former Route 24	PS	-	10,529	46,323	126,662	-	-	-	2,103	-	1,203
Former Route 30	CC/PS	-	35,869	153,111	445,496	-	-	-	7,374	-	2,880
Former Route 32	PD/RM/TP/CC/PS	-	15,047	60,121	183,076	-	-	-	3,279	-	872
Former Route BUZZ	PS/BUZZ	-	2,688	-	36,954	-	-	-	-	-	-
Former Route 54	Indio/LQ/IW/PD	-	3,580	-	53,334	-	-	-	-	-	-
Former Route 90	LQ/BD	-	8,484	18,312	98,705	-	-	-	511	-	252
Former Route 70	Indio	-	12,218	27,539	152,039	-	-	-	2,055	-	373
Former Route 80	Indio	-	4,309	36,854	71,171	-	-	-	1,480	-	434
Former Route 81	Coachella/Indio	-	4,071	16,352	52,192	-	-	-	667	-	139
Former Route 91	I/Cch/Th/Mec/Oas	-	9,690	32,262	110,876	-	-	-	1,141	-	353
Former Route 95	I/Cch/Th/Mec/NS	-	1,613	8,768	19,022	-	-	-	226	-	42
Former Route 111	PS to Indio	-	90,169	443,113	1,025,845	-	-	-	23,943	-	6,380
Former Route 220	PD to Riverside	-	706	-	9,620	-	-	-	-	-	-
	Fixed Route Total	179,749	244,570	1,505,008	2,927,470	10.17	0.66	8,296	71,701	2,618	23,241
SolVan		1,512	1,441	12,051	12,133						
SunRide		178	-	253	-						
Taxi Voucher		369	581	369	581						
SunDial		6,861	8,070	50,147	110,010	1.27	0.10				
	System Total	188,669	254,081	1,567,828	3,050,194	6.07	0.39				
		Mar-21	Mar-20								
Weekdays:		23	22								
Saturdays:		4	4								
Sundays:		4	5								
Total Days:		31	31								

On Wednesday, March 18th, 2020, SunLine implemented fare-free rides and rear door boardings in response to the potential spread of Coronavirus Disease (COVID-19). Due to this implementation, there is no data available for the Haul Pass Program or Mobile Ticketing for March 2021.

Fixed Route Ridership COVID-19 Impact

— 2019
 — 2020
 — 2021
 %VAR. 2019 Vs 2020
 %VAR. 2019 Vs 2021



Since March 21, 2020, SunLine has been operating at a reduced level of service (Level-3) in response to the potential spread of the disease.

January 2021 fixed route ridership was calculated from January 3, 2021, to maintain data integrity of the new Refueled system.

April 2020 was the first complete month of operation of the (Level-3) Service.

Routes 20, 21, 54, BUZZ Trolley and the Commuter Link 220 are not part of the calculations starting April 2019 to produce a more accurate comparison.

Variances are in red close to their corresponding ridership number. 2020 and 2021 are referring to the baseline of 2019.

Ridership:

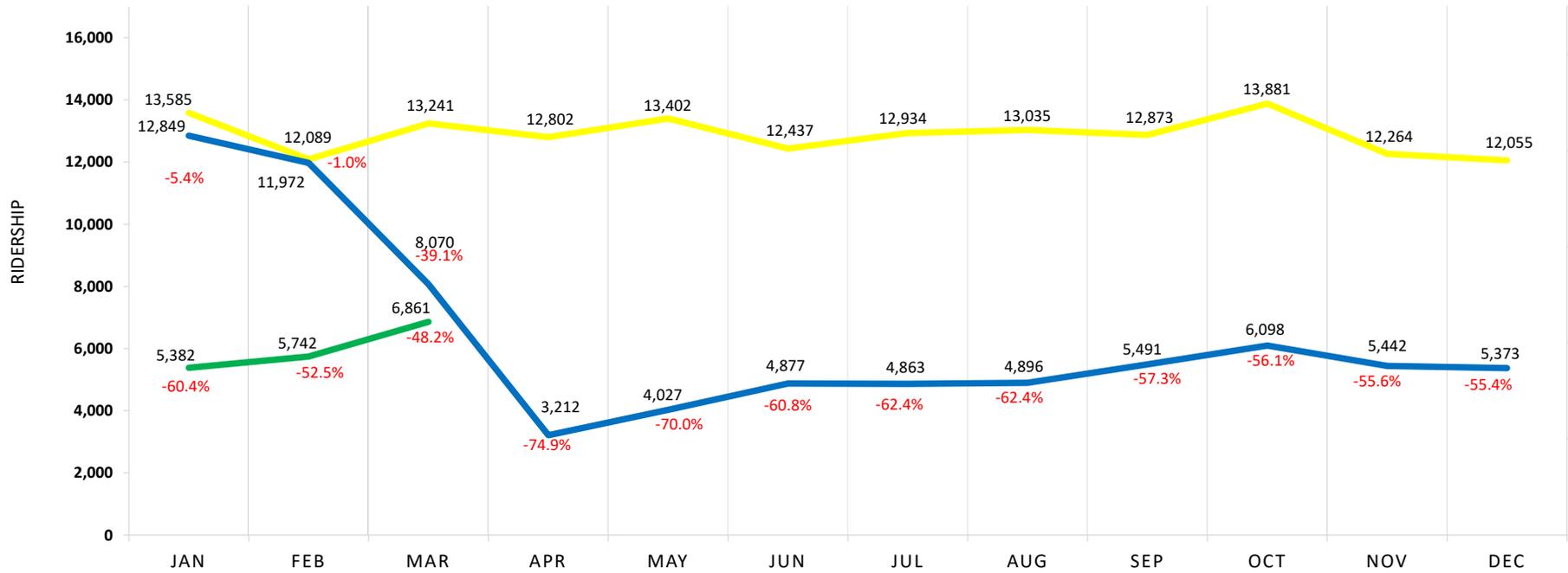
FY 2019 Actual = 4,039,450

FY 2020 Actual = 3,379,520

FY 2021 SRTP Predicted = 3,761,953

Paratransit Ridership COVID-19 Impact

2019 2020 2021 %VAR. 2019 Vs 2020 %VAR. 2019 Vs 2021



The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Since March 25, 2020, in response to COVID-19 SunDial has been operating one on one off service as resources are available. Variances are in red close to their corresponding ridership number. 2020 and 2021 are referring to the baseline of 2019.

SunLine Transit Agency
CONSENT CALENDAR

DATE: April 22, 2021

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: SunDial Operational Notes for March 2021

Summary:

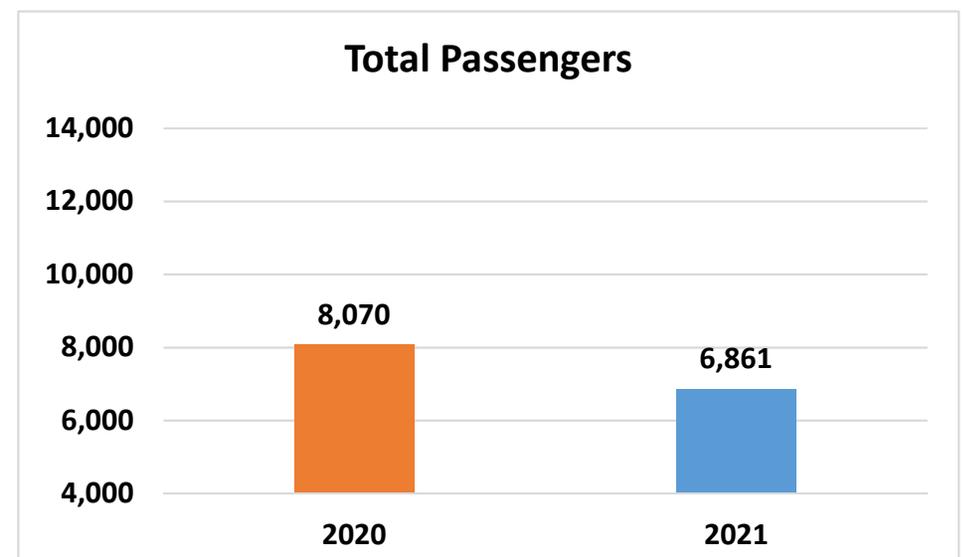
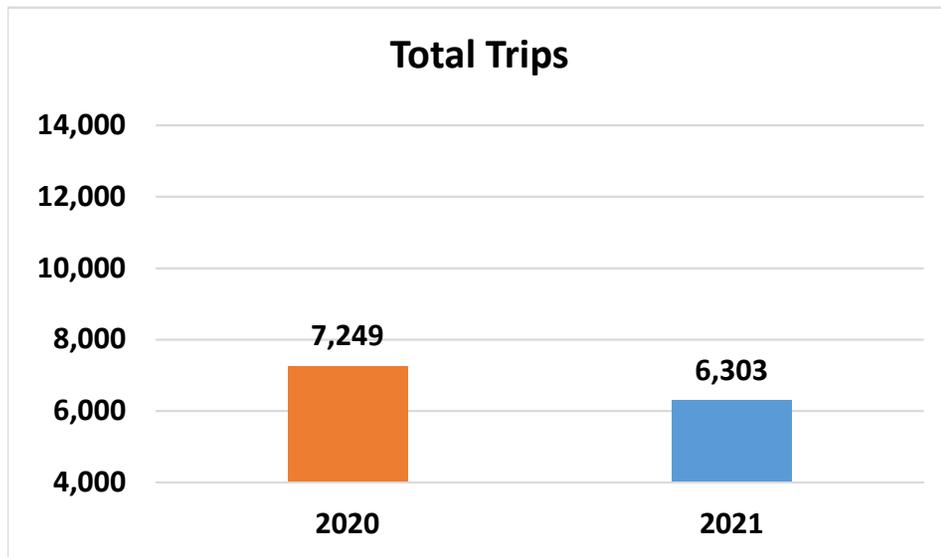
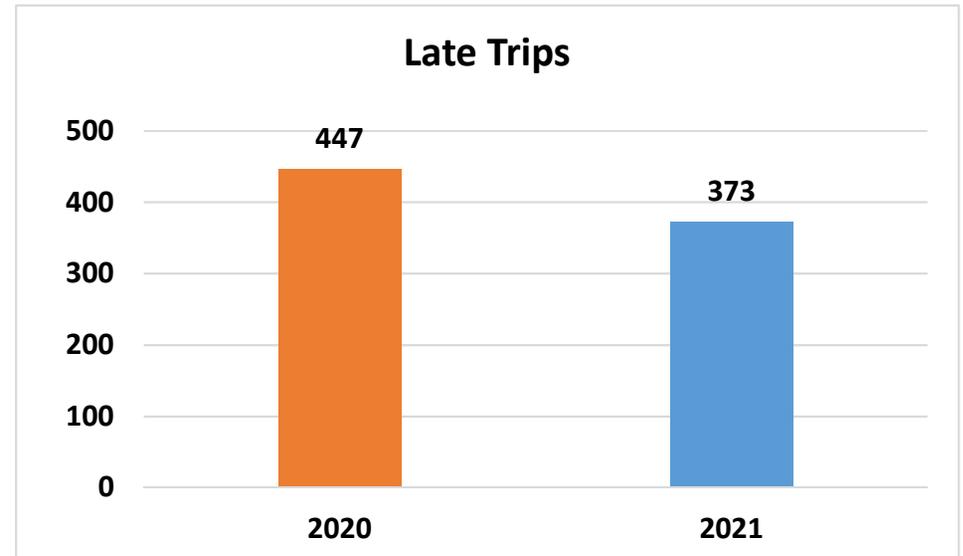
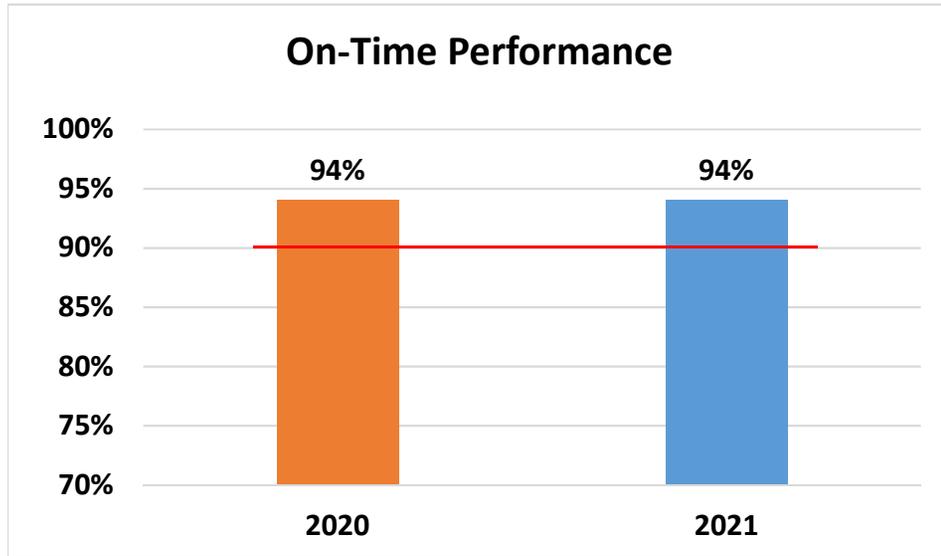
The attached report summarizes SunDial's operation for March 2021. This report identifies that the on-time performance for March exceeded the Agency's internal 90% goal by 4%. There was a 16.5% decrease in late trips compared to March 2020, as well as a 13% decrease in total trips and a 14.9% decrease in total passengers. The total miles increased by 27.4% or 21,672 miles for the month and mobility device boardings decreased by 3% or 32 boardings. Field Supervisors are utilizing Center for Disease Control and Prevention guidelines for social distancing and continue performing onboard inspections and safety evaluations, which includes pre-trips and trailing evaluations. There was one (1) preventable accident for March 2021 compared to zero (0) in March 2020.

Recommendation:

Receive and file.

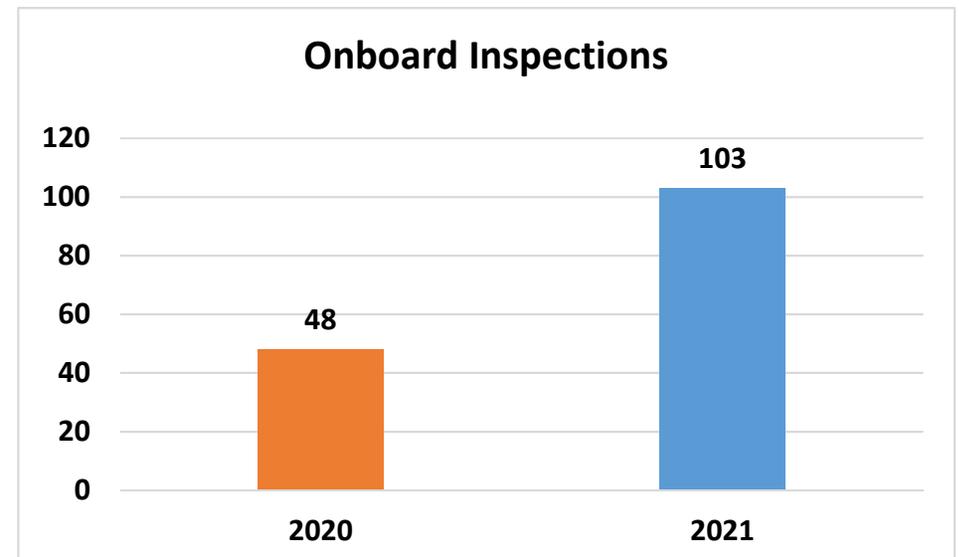
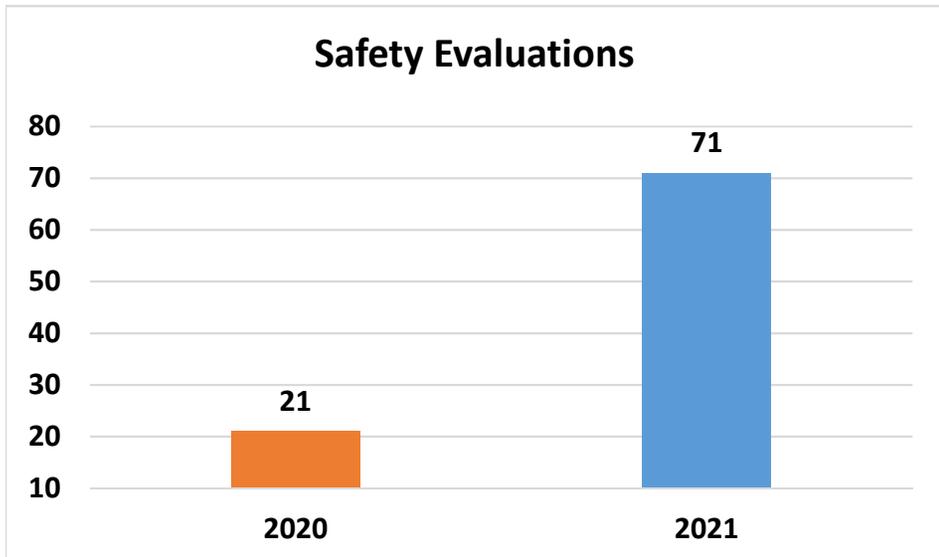
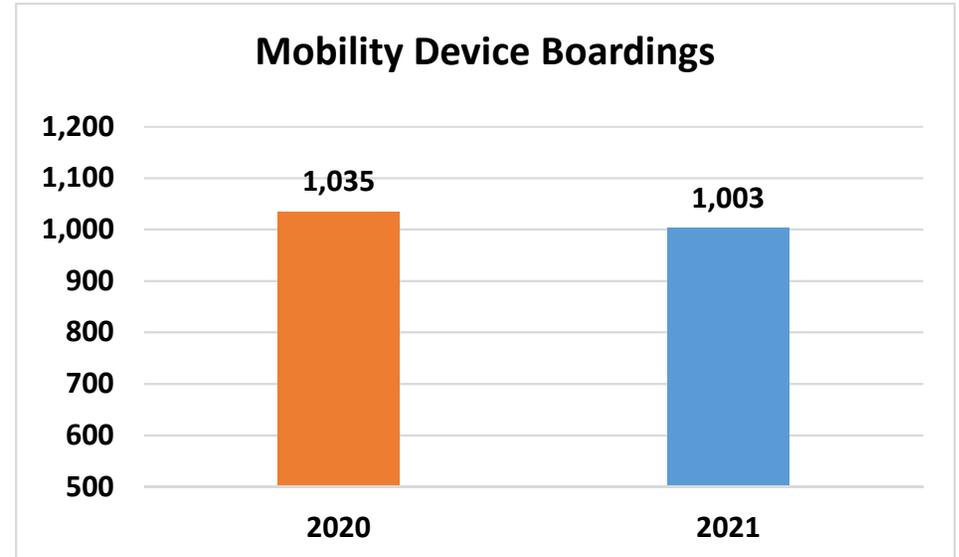
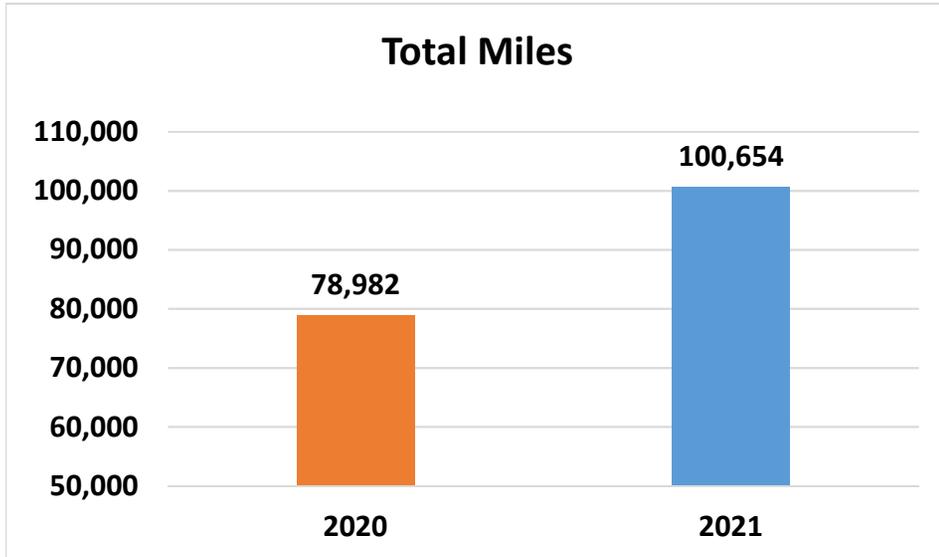
SunDial Operational Charts

March 2020 vs. 2021

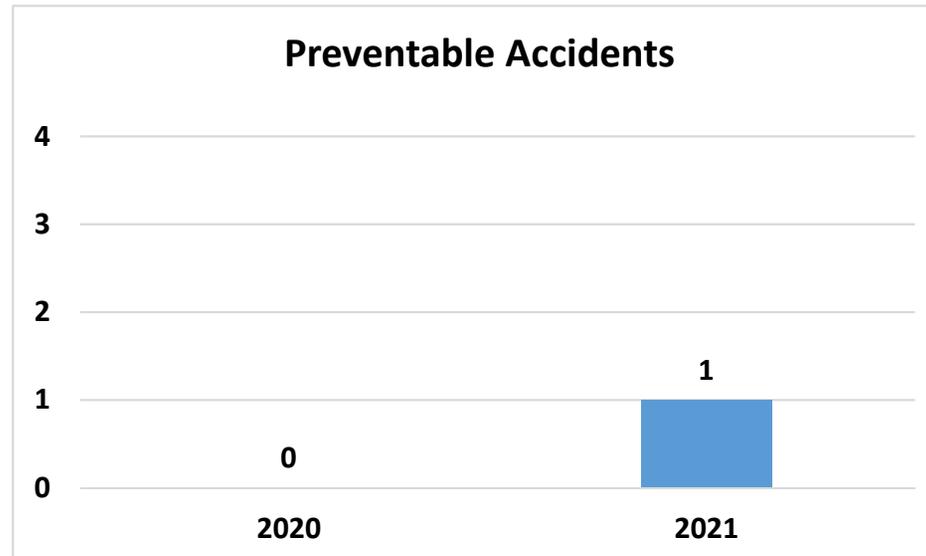


SunDial Operational Charts

March 2020 vs. 2021



SunDial Operational Charts March 2020 vs. 2021



SunLine Transit Agency**CONSENT CALENDAR**

DATE: April 22, 2021

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Metrics for March 2021

Summary:

The metrics packet includes data highlighting on-time performance, early departures, late departures, late cancellations, driver absences, advertising revenue, fixed route customer feedback, paratransit customer feedback, and system performance.

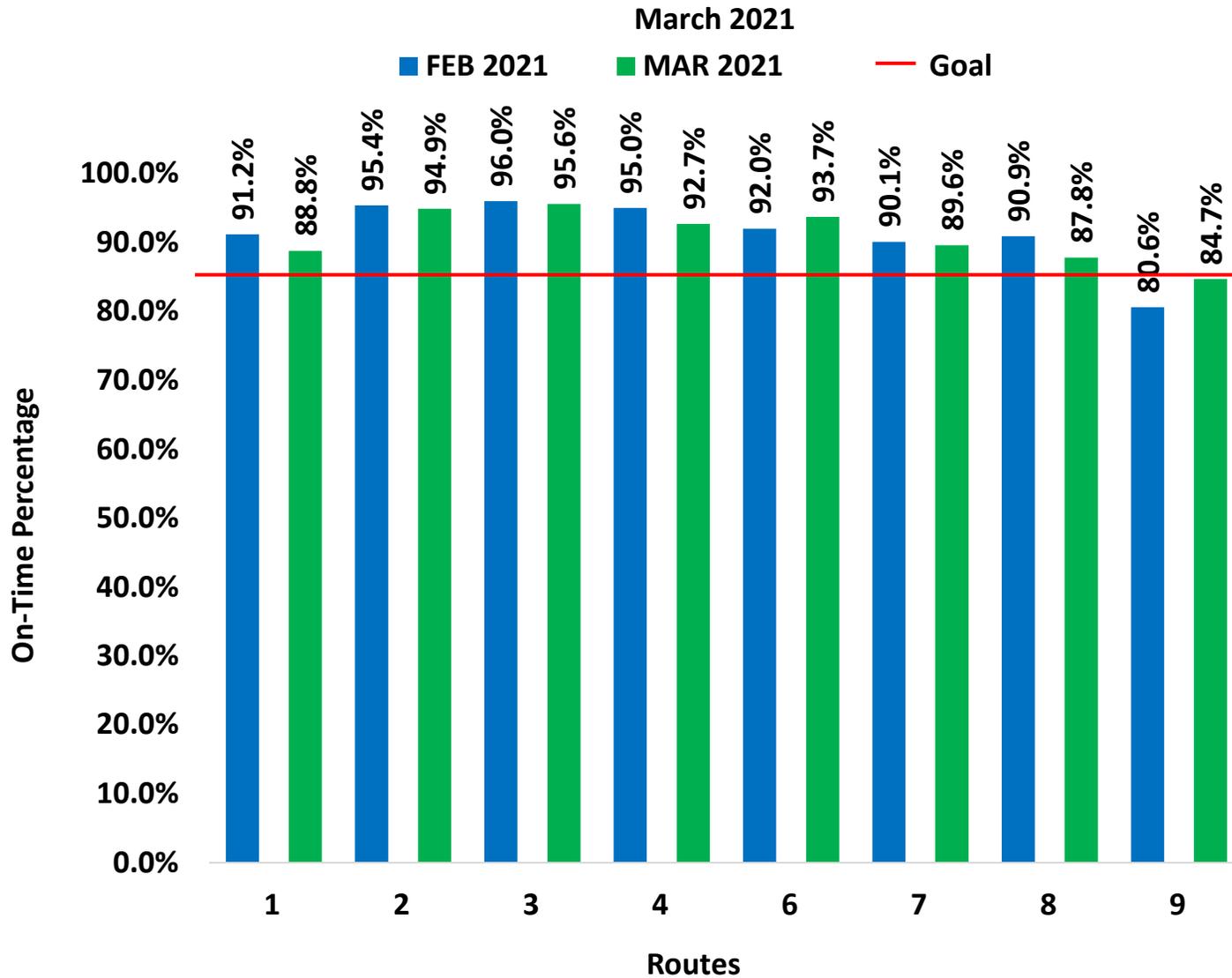
Due to the new route structure, fiscal year reporting has been changed to Refueled year to date (RYTD) for the remainder of the current fiscal year.

Route 9 on-time performance has been closely monitored since the start of Refueled. The combination of ongoing construction in Mecca, operator's learning curve of new routes and new time point timing has affected SunLine's on-time performance. An upcoming adjustment in departure time is planned for the May service change.

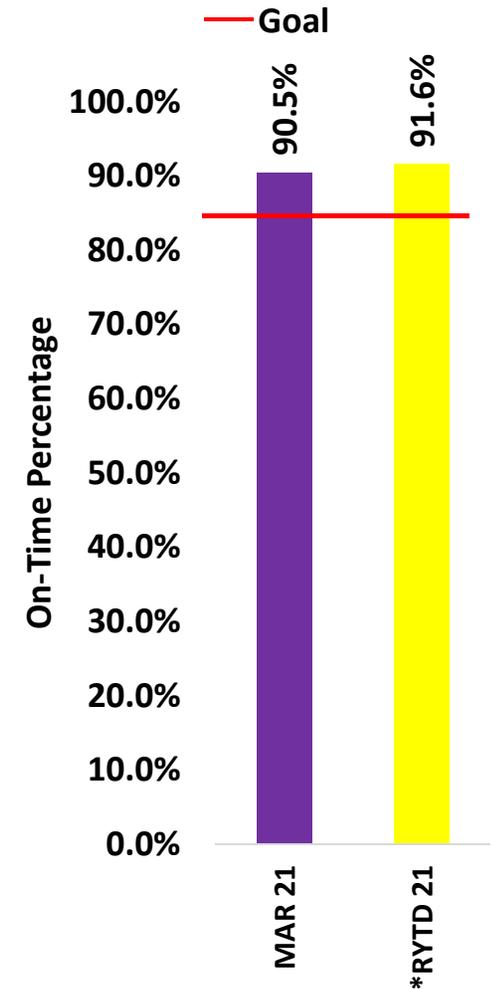
Recommendation:

Receive and file.

On-Time Performance Percent by Route



On-Time Performance System Wide



Definition: "On-Time" - When a trip departs a time point within range of zero minutes early to five minutes late.

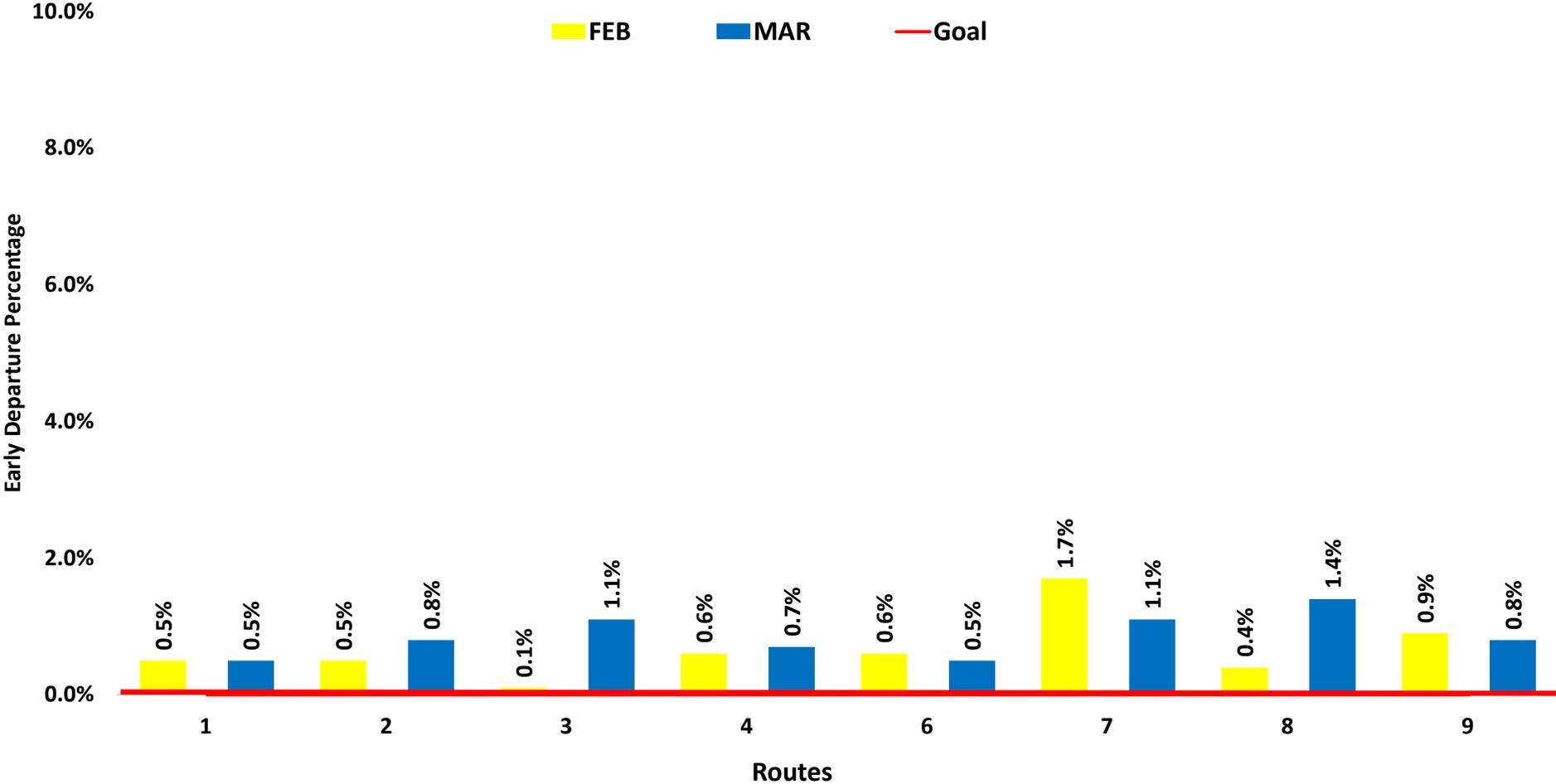
Goal: Minimum target for On-Time performance is 85%.

Exceptions: Detours, train stuck on tracks, passenger problems, information technology system issues.

* Refueled Year reporting began January 3, 2021 with the roll-out of the new route structure.

Early Departure Percent by Route

March 2021



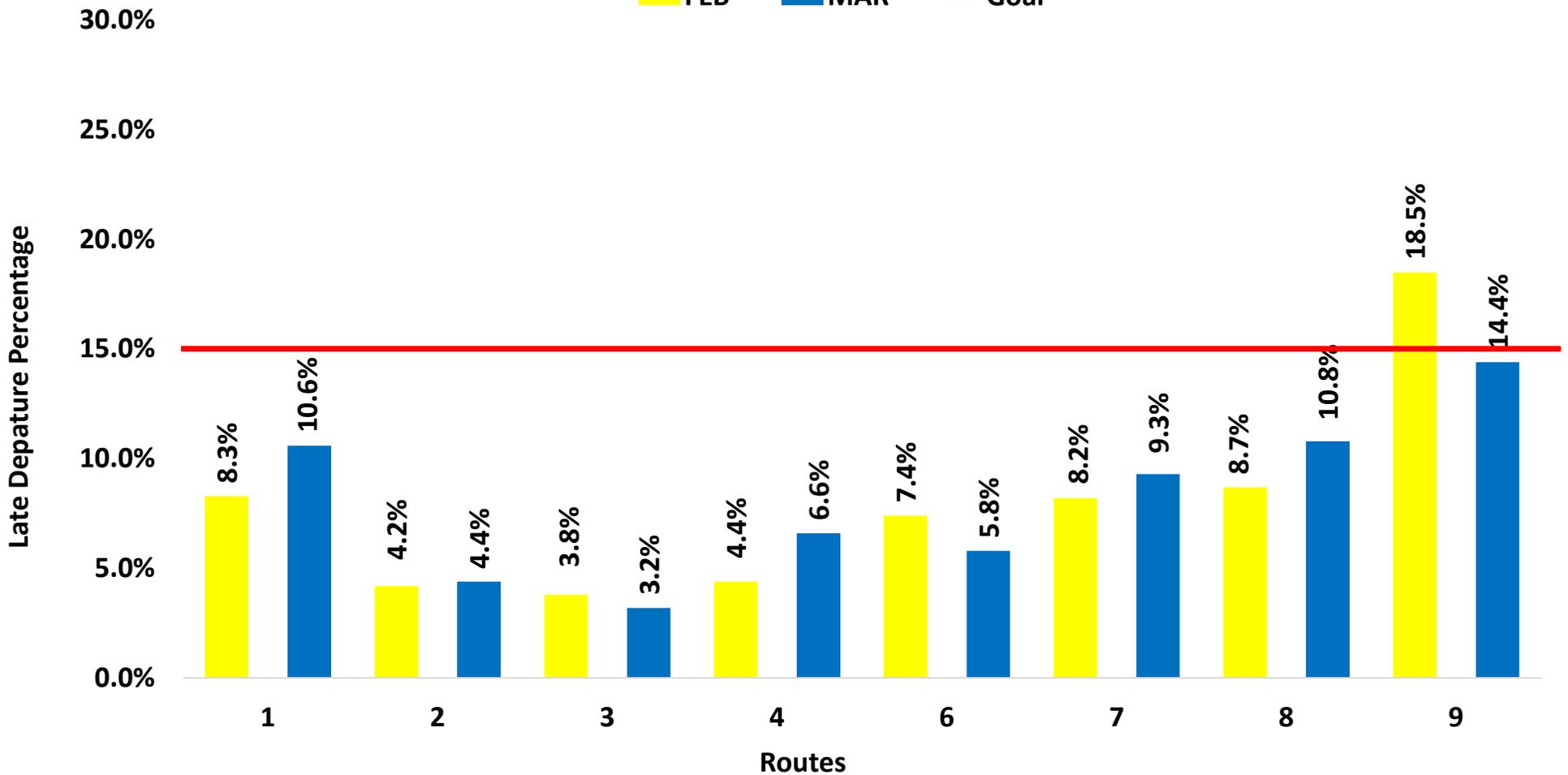
Definition: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

Late Departure Percent by Route

March 2021

FEB MAR Goal

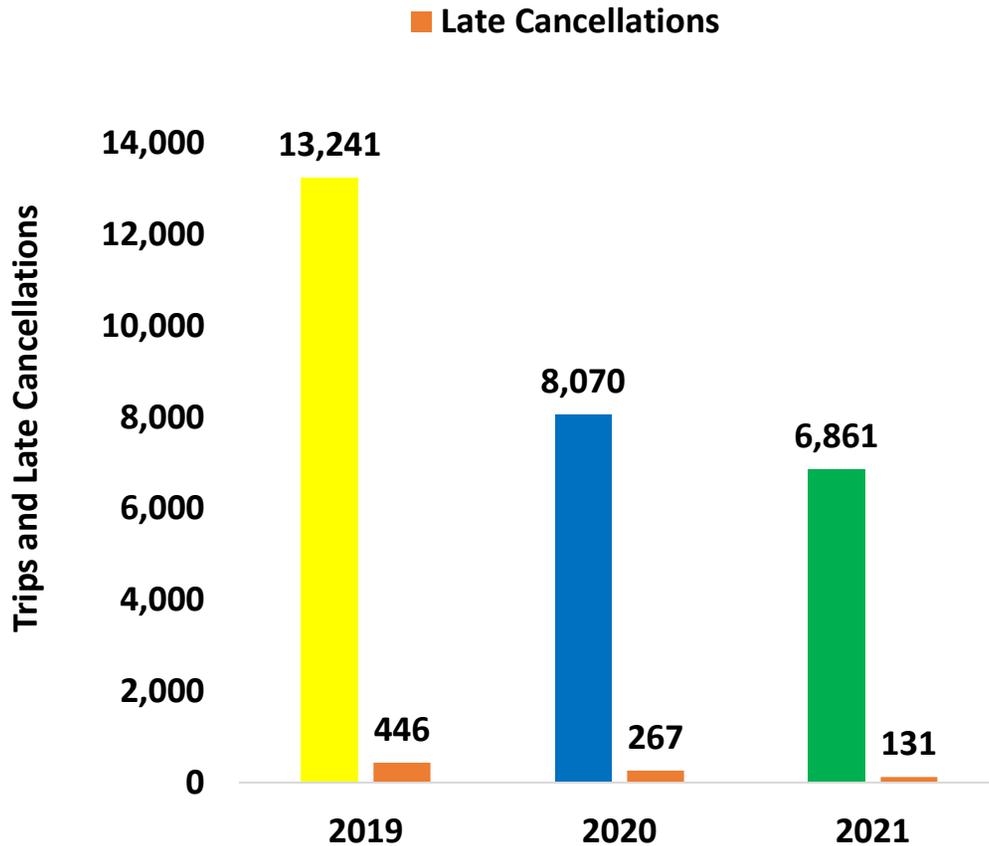


Late Definition: When a bus leaves a time point after the scheduled departure time.

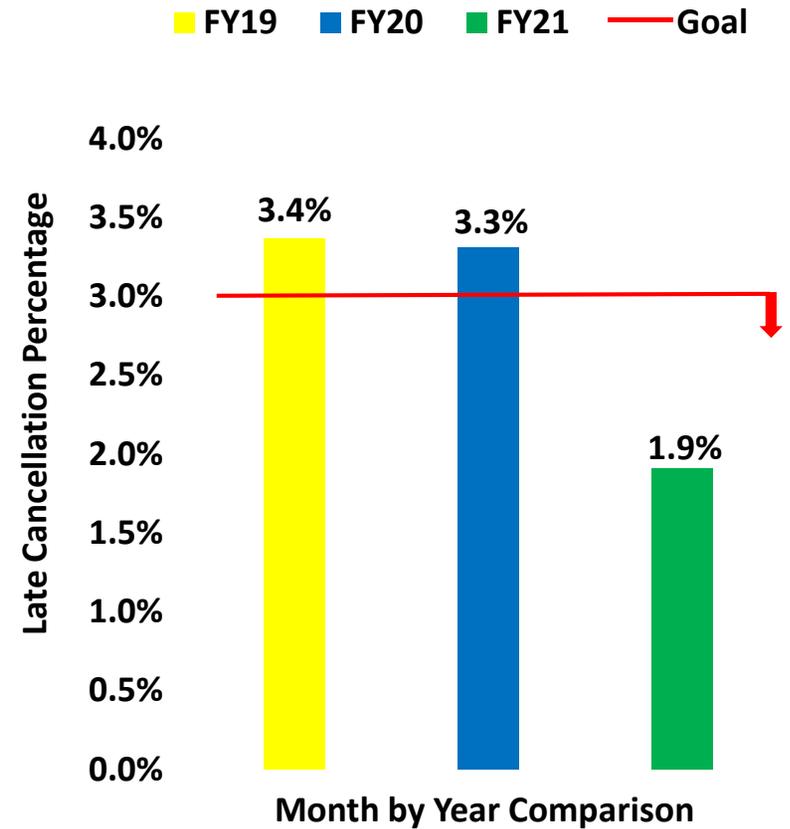
The route is running late with a departure greater than 5 minutes.

Goal: To reduce late departures to 15%.

Total Trips vs. Late Cancellations March



Late Cancellation Percentage



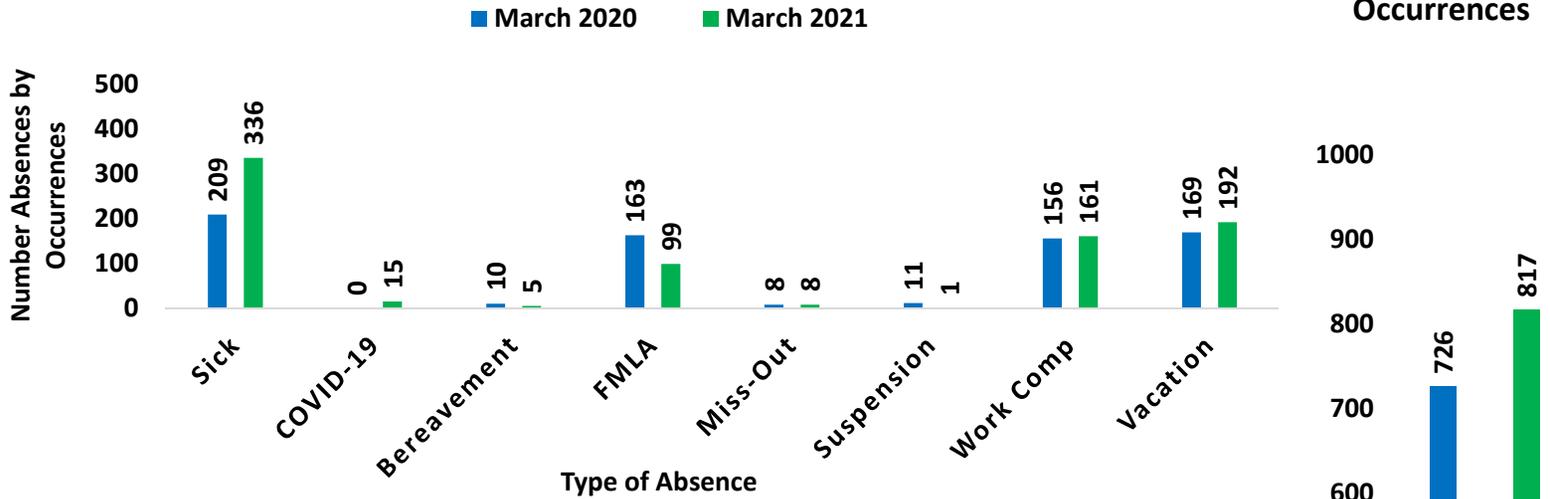
Trip: A one-way ride booked by the client. A round trip is counted as two (2) trips.

Late Cancellation: A trip for which an ADA client does not cancel two (2) hours or more before the scheduled pick up time.

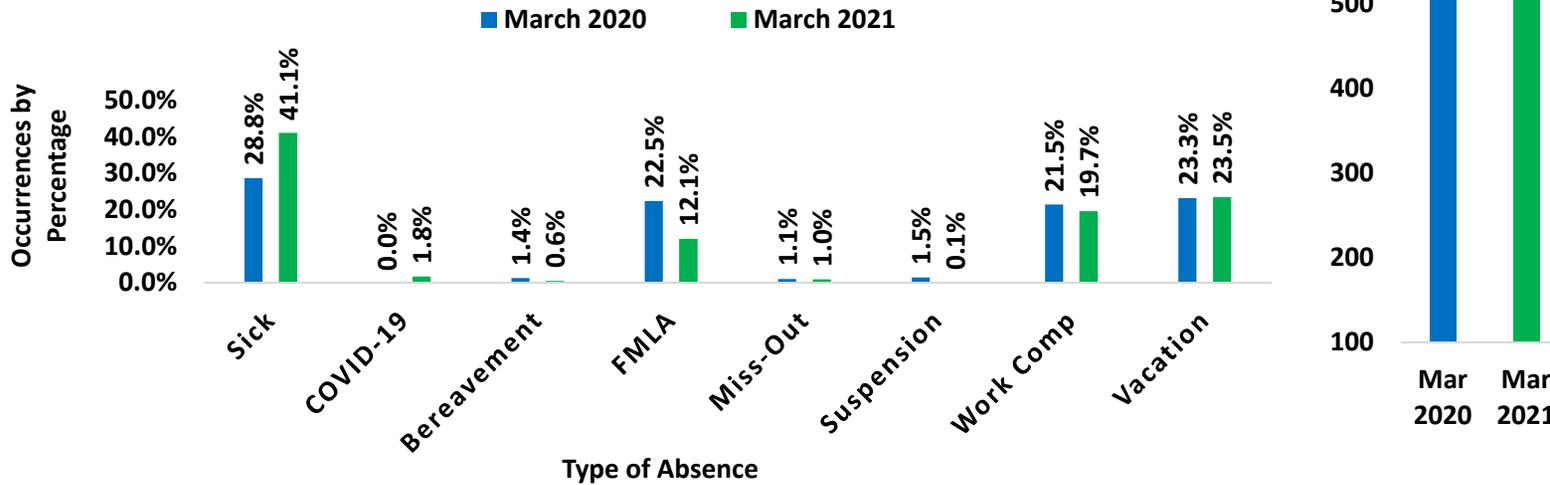
Goal for Late Cancellations: 3% or below.

Total Trips: Total one way trips completed.

Driver Absence Occurrences

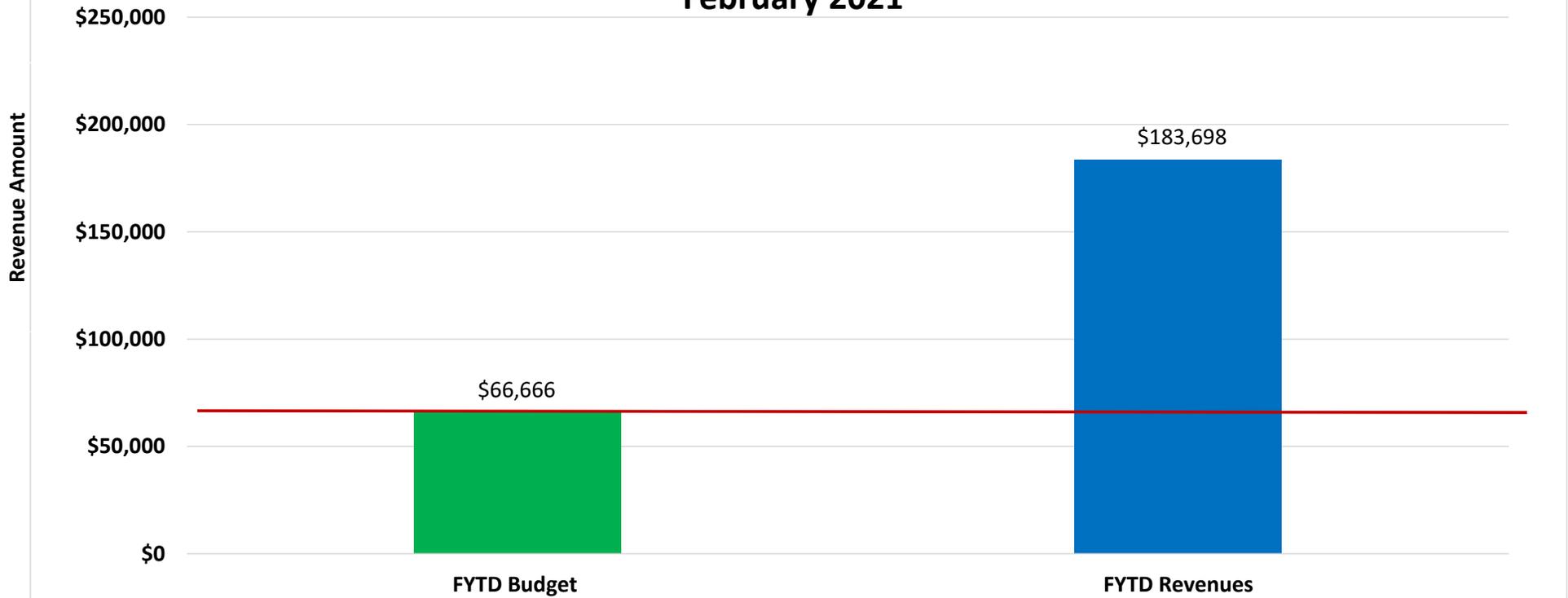


Driver Absence Occurrences by Percentage



This chart includes unplanned/unscheduled, and COVID-19 absences for Fixed Route drivers. Modified attendance policy in addition to protected covid absences have greatly impacted driver attendance.

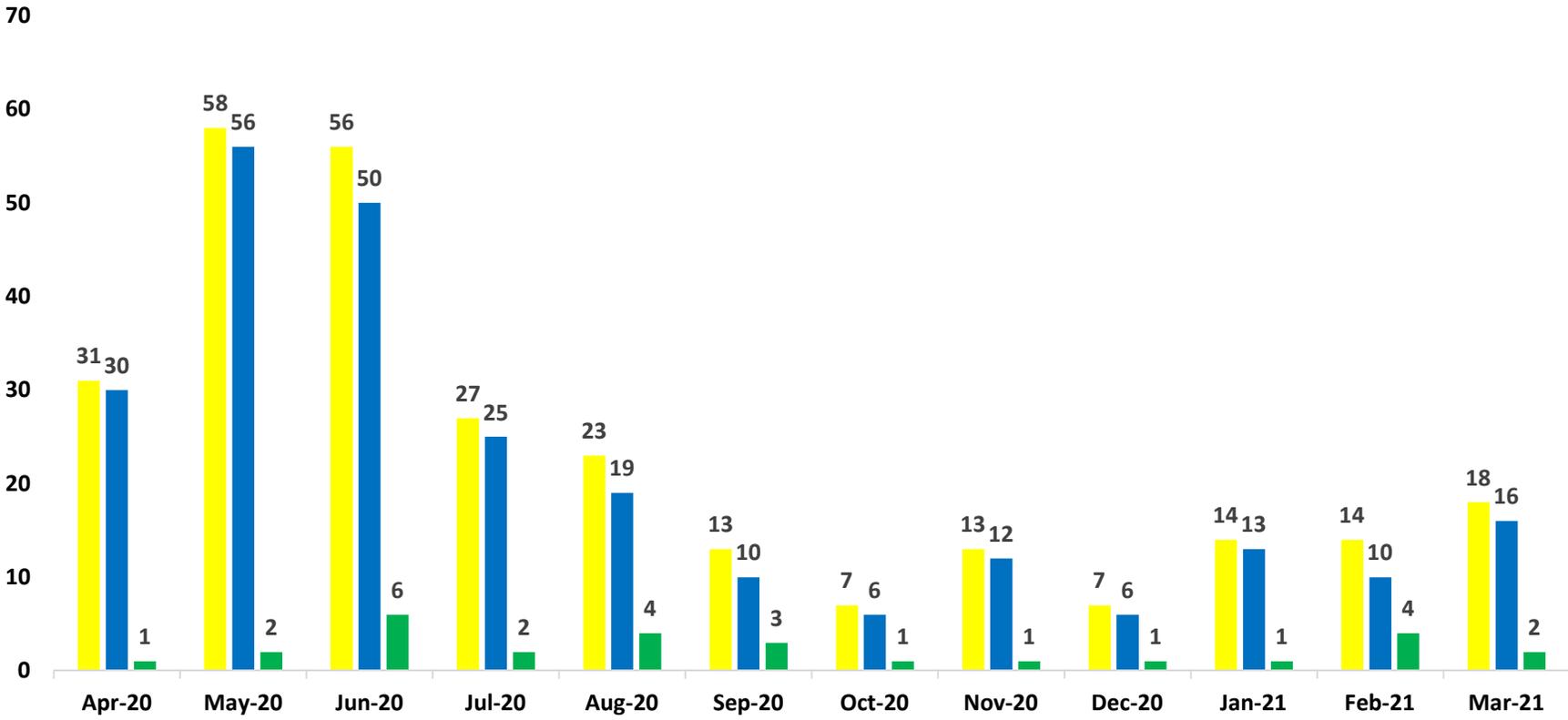
Advertising Revenue FYTD Budget vs FYTD Agency Revenue February 2021



Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue accrued vs the FYTD budget. The annual budget amount for FY21 is \$100,000.

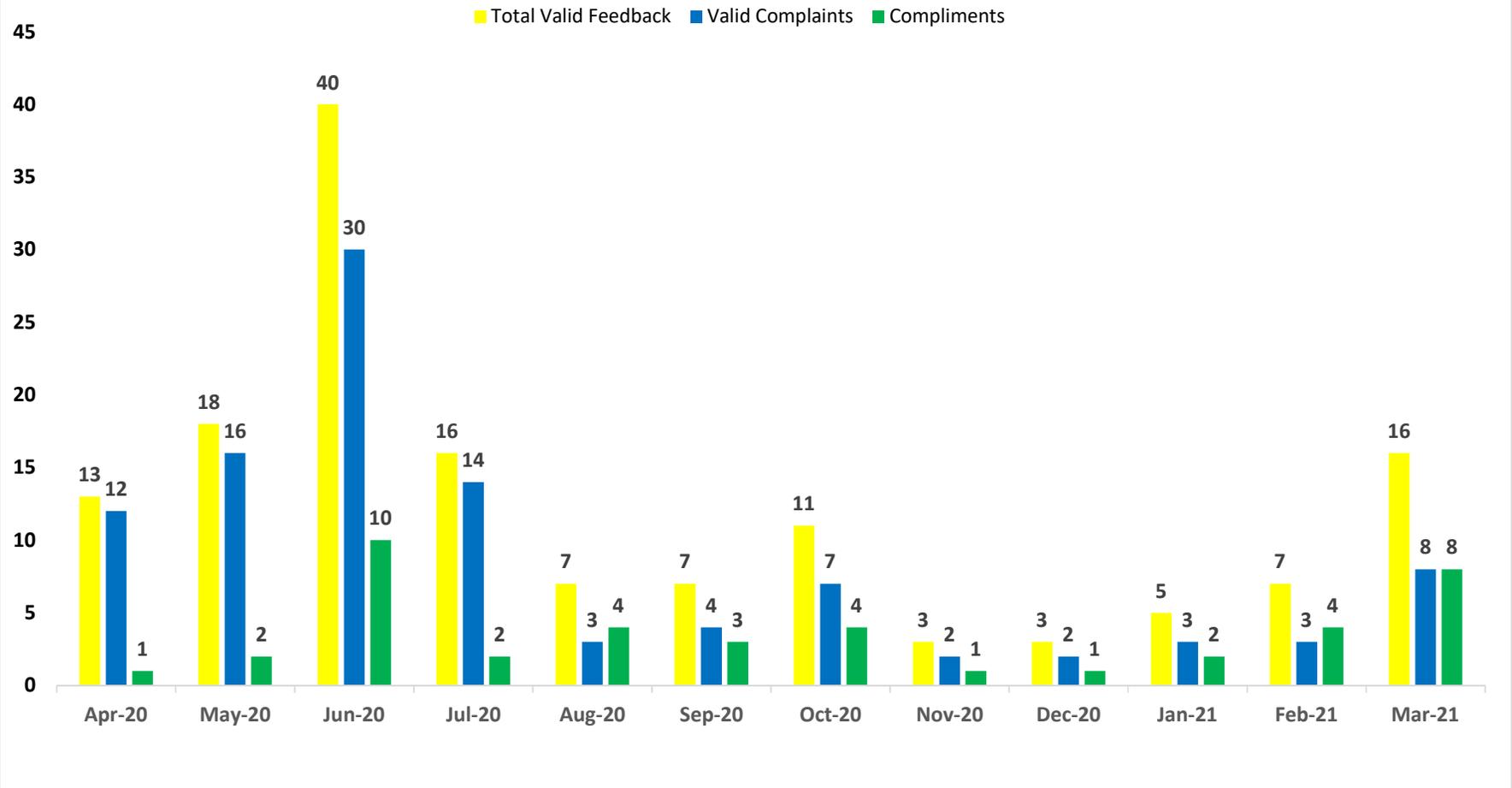
Fixed Route Customer Feedback April 2020 through March 2021

■ Total Valid Feedback
 ■ Valid Complaints
 ■ Compliments



Valid fixed route feedback comprised of compliments and complaints for April 2020 through March 2021

Paratransit Customer Feedback April 2020 through March 2021



Valid paratransit feedback comprised of compliments and complaints for April 2020 through March 2021

SunLine Transit Agency

CONSENT CALENDAR

DATE: April 22, 2021

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Quarterly Capital Project Update for 1st Quarter Calendar Year 2021

Summary:

The capital projects update summarizes the quarterly status of the large capital projects that are active. For the 1st quarter of calendar year 2021, there are 15 large projects in progress. First quarter projects have been minimally impacted by the COVID-19 pandemic. Any substantial impacts will be reported.

Recommendation:

Receive and file.

QUARTERLY CAPITAL PROJECT UPDATES 1ST QUARTER CALENDAR YEAR 2021

New Project Updates			
Project Title	Brief Description	Current Status	Funding
Coachella Hub	Project is in conjunction with a grant awarded to SunLine as part of the Affordable Housing Sustainability Community Grant. SunLine along with city of Coachella to construct a sustainable transportation infrastructure to provide transportation related amenities.	SunLine hired an architect and design firm. The design firm is working on the initial design concepts in coordination with SunLine and other project partners.	\$1,313,500
SoCal Gas/Hydrogen Demonstration Project	SunLine in partnership with the Southern California Gas Company (SCG) will install, test, monitor, and demonstrate a Steam Methane Reformer (SMR) equipment in various operating conditions.	Project kick-off meeting with SunLine, SCG and the engineering firm was held. The engineering firm is working on the final site layout for SunLine's review and input. Equipment is expected to be delivered in the second quarter of 2021.	\$600,000
Purchase of Five (5) Replacement Zero Emission Relief Cars	Purchase five (5) replacement Chevy Bolt 2021 cars and charging infrastructure.	Board recently approved a contract with Jessup Chevrolet of Cathedral City to purchase the vehicles. A purchase order will be issued for the procurement of the five (5) vehicles.	\$196,866

QUARTERLY CAPITAL PROJECT UPDATES 1ST QUARTER CALENDAR YEAR 2021

Ongoing Projects Update			
Project Title	Brief Description	Current Status	Funding
Five (5) Hydrogen Buses & On-Site Hydrogen Fueling Station	This project will deploy five (5) new 40 foot fuel cell electric buses along with the upgrade of SunLine’s existing hydrogen refueling station with a new electrolyzer.	All five (5) buses have been delivered to SunLine and are in service. Commissioning of the hydrogen station and dispensers are in progress for the acceptance test.	\$15,571,561
Replacement Operations Facility	Replacement Operations Facility will allow SunLine to complete the demolition and removal of the existing Operations buildings in Division I.	Construction of the Operations Facility has been completed. The project team is working toward substantial completion and final punch list.	\$8,100,000
CNG Fueling Station	CNG station will be located at Division I and will replace the existing station that has exceeded its useful life.	Project team is working on closing the project. As-build drawings and warranties are being reviewed by the project team to begin the closing phase of this project.	\$8,000,778
Purchase of Five (5) New Flyer Fuel Cell Buses	Project is to purchase five (5) 40 foot fuel cell fixed route buses that will replace the old CNG buses.	Buses are in production at the New Flyer facility. Buses are expected to be delivered in third quarter of 2021.	\$5,995,922
Center of Excellence Facility	Project will build a facility to serve as a training facility and maintenance bay for the zero emission vehicles.	The architect and engineering firm is finalizing design plans and is submitting plans to the Riverside County for review and approval.	\$3,097,654

QUARTERLY CAPITAL PROJECT UPDATES 1ST QUARTER CALENDAR YEAR 2021

Project Title	Brief Description	Current Status	Funding
Purchase of Four (4) Fixed Route CNG Buses	Purchase of four (4) 40 foot low floor CNG expansion buses.	Buses have been delivered and are in service. Project team is working on closing this project.	\$2,800,000
Purchase of 15 Paratransit Vehicles	Project to procure 15 Paratransit vehicles.	Two (2) of the fifteen vehicles were delivered to SunLine. More vehicles are expected to be delivered in the second quarter of 2021.	\$2,375,076
Purchase of Two (2) CNG MCI Over the Road Replacement Buses	Project to procure two (2) 55 passenger over the road MCI CNG buses.	Buses have been delivered and accepted by SunLine. Make ready equipment and COVID barriers were installed. Project team is working on closing this project.	\$1,682,612
Solar Carports	Project to complete solar carports at the Administrative parking lot at Division I.	All work related to this project has been completed. Project team is working on closing this project.	\$656,815
Purchase of Fleet Management Information System	Project to purchase new maintenance software to support the growing need of the department, to maintain documentation of fleet maintenance records and parts inventory management.	Project team is in the process of hiring a consulting firm to assist with the development of an RFP (Request for Proposals), to support the integration and implementation of a successful Fleet Management Information system.	\$499,487

QUARTERLY CAPITAL PROJECT UPDATES 1ST QUARTER CALENDAR YEAR 2021

Project Title	Brief Description	Current Status	Funding
Purchase of Four (4) Microtransit Vehicles	Project is to purchase four (4) Dodge Caravan ADA accessible vehicles that will be utilized in providing SunLine’s microtransit services.	Vehicles have been delivered and are in SunLine’s SunRide service. Project team is working on closing this project.	\$238,666
Purchase of Driving Simulator	Project to purchase and install a bus simulator at the operations facility.	A contract has been awarded for the purchase and installation of the bus simulator. Delivery is expected to be no later than second quarter of 2021.	\$200,000

SunLine Transit Agency

CONSENT CALENDAR

DATE: April 22, 2021

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Board Member Attendance for March 2021

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date March 2021.

Recommendation:

Receive and file.

FY 20/21	Board Member Matrix Attendance													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Meetings	Total Attended
Desert Hot Springs	X		X	X		X	X	X	X				10	7
Palm Desert	X		X	X		X	X	X	X				10	7
Palm Springs	X		X	X		X	X	X	X				10	7
Cathedral City	X		X	X		X	X	X	X				10	7
Rancho Mirage	X		X	X		X	X	X	X				10	7
Indian Wells	X		X	X		X	X	X	X				10	7
La Quinta	X		X	X		X	X	X	X				10	7
Indio	X		X	X		X	X	X	X				10	7
Coachella	X		X			X	X	X	X				10	6
County of Riverside	X		X	X			X	X	X				10	6

X - ATTENDED (Primary/Alternate)

DARK –

SunLine Transit Agency

DATE: April 22, 2021 **INFORMATION**

TO: Finance/Audit Committee

FROM: Luis Garcia, Chief Financial Officer

RE: Update on SunLine Transit Agency's Financial Status

Background

Staff provided a detailed financial presentation to the Finance/Audit Committee at the June 2020 committee meeting and have since brought forth quarterly updates. The initial presentation included both macroeconomic and SunLine specific financial estimates. Staff is monitoring funding opportunities, economic indicators and financial spending to ensure that the Agency remains in a good financial position. Through the third quarter of FY21, the Agency's expenses were 6.35% or \$1,945,526 below the fiscal year to date (FYTD) budget. The Agency's FYTD revenues were 19.19% or \$510,815 below the FYTD budget. The reduction of revenue is primarily attributed to the temporary elimination of fares on the Agency's service.

The table below compares FYTD expenses with the FYTD budget and calculates the corresponding FYTD variance. The last column also demonstrates the projected yearly variance. The projected variance is derived by annualizing the FYTD actual expenses and provides the Agency with a general overview of estimated expenses at year-end.

Expense Category	FYTD - March Expenses	FYTD - March Budget	FYTD Variance - Favorable (Unfavorable)	Projected Yearly Variance - Favorable (Unfavorable)
Wages & Benefits	\$ 19,212,404	\$ 20,715,557	\$ 1,503,152	\$ 2,004,202.81
Services	\$ 2,422,506	\$ 3,025,582	\$ 603,076	\$ 804,101.57
Fuels & Lubricants	\$ 1,818,536	\$ 1,798,934	\$ (19,602)	\$ (26,135.52)
Tires	\$ 141,192	\$ 169,786	\$ 28,594	\$ 38,125.01
Materials and Supplies	\$ 1,331,256	\$ 1,472,133	\$ 140,877	\$ 187,835.40
Utilities	\$ 1,875,093	\$ 1,732,680	\$ (142,413)	\$ (189,884.56)
Casualty & Liability	\$ 3,200,147	\$ 2,085,413	\$ (1,114,734)	\$ (1,486,312.21)
Taxes and Fees	\$ 59,198	\$ 100,800	\$ 41,602	\$ 55,469.00
Miscellaneous Expenses	\$ 364,757	\$ 981,345	\$ 616,588	\$ 822,116.79
Self Consumed Fuel	\$ (1,740,504)	\$ (1,452,116)	\$ 288,387	\$ 384,516.49
Total	\$ 28,684,586	\$ 30,630,113	\$ 1,945,526	\$ 2,594,035

In addition to monitoring operating expenditures, the health of the pension plans is another good indication of the Agency's financial position. The Agency continues to fund

its pension plans at the recommended actuarial values. In addition to the Agency's regular contributions, the performance of pension assets increased the market value of the assets through the last 12 months. The table below shows the change in market value of assets for a one (1) year period. The large increase in assets is primarily due to poor market performance in March 2020 due to initial market impacts of COVID-19.

Plan Assets	Market Value of Assets as of 3/31/20	Market Value of Assets as of 3/31/21	Increase (Decrease) in Assets
Total	\$ 54,554,196	\$ 74,854,346	\$ 20,300,149

Additional federal relief was also made available to transit properties under the American Rescue Plan Act (ARPA) of 2021. As with other emergency federal relief funding, funds from the American Rescue Plan will be made available through the Federal Transit Administration programs. The estimated funding for SunLine under ARPA is projected to be \$16.5 million.

SunLine Transit Agency

DATE: April 22, 2021 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Luis Garcia, Chief Financial Officer

RE: Resolution No. 0787 – Federal Emergency Funding

Recommendation

Recommend that the Board of Directors approve the attached Resolution No. 0787 granting the CEO/General Manager authority to spend federal emergency funding made available from the American Rescue Plan Act of 2021 (ARPA) approved by congress for public transportation systems in an amount estimated at \$16.5 million.

Background

On April 22, 2020 and January 27, 2021, the Board of Directors adopted Resolution Nos. 0778 and 0785 authorizing the CEO/General Manager to expend emergency funds through the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the Federal Emergency Management Agency (FEMA), and the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) to respond to the COVID-19 pandemic. In accordance with these resolutions, staff has brought forward ratification items to the Board for approval against emergency funding claims.

Additional federal funding has been made available through ARPA to help transit agencies cope with the financial impacts of the COVID-19 pandemic. SunLine is eager to utilize these funds to continue to respond to the needs of the community while balancing the economic impact of this pandemic. The table below summarizes the total emergency federal funding made available to SunLine through the three major federal relief bills and FEMA over the past year.

Total Emergency Funding		
Resolution Number	Funding Source	Total Est. Funding (Millions)
0778	Coronavirus Aid, Relief, and Economic Security (CARES) Act and Federal Emergency Management Agency (FEMA)	\$17.0
0785	Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA)	\$5.2
0787	American Rescue Plan Act of 2021 (ARPA)	\$16.5
Total		\$38.7

This item is made necessary to allow the CEO/General Manager to forego the traditional budgeting process and to obtain Board approval to use these funds to offset operational expenditures impacted by the current pandemic. As required by Resolution Nos. 0778 and 0785, all claims of ARPA funds shall also be brought to the SunLine Board for ratification at the next regular SunLine Board meeting following the request for funds.

Financial Impact

This item will allow the agency to utilize federal funding to respond to the urgent needs of the agency.

Attachments:

- [Item 10a](#) – Resolution 0787

SUNLINE TRANSIT AGENCY

RESOLUTION NO. 0787

A RESOLUTION OF THE BOARD OF DIRECTORS OF SUNLINE TRANSIT AGENCY AUTHORIZING THE CEO/GENERAL MANAGER TO EXPEND EMERGENCY FUNDS

WHEREAS, on March 4, 2020, Governor Newsom of the State of California declared a State of Emergency in response to the COVID-19 pandemic. On March 13, 2020, the Board of Supervisors of the County of Riverside proclaimed the existence of a local health emergency. On March 13, 2020, the President of the United States declared a National Emergency due to the continued spread and the effects of COVID-19. On March 25, 2020, the Board of Directors of SunLine Services Group and SunLine Transit Agency, adopted a Joint Resolution Proclaiming a Local Emergency in response to the COVID-19 emergency. The declarations and proclamations of an emergency by the President of the United States, the Governor of California, and the County of Riverside and the SunLine Board remain in effect.

WHEREAS, on April 22, 2020, SunLine Board adopted Resolution No. 0778, a Resolution of the Board of Directors of SunLine Transit Agency authorizing the CEO/General Manager to Expend Emergency Funds. This Resolution authorized the CEO/General Manager to expend general funds that will be reimbursed to SunLine through the Coronavirus Aid, Relief, and Economic Security Act, and through the Federal Emergency Management Agency to respond to the COVID-19 pandemic.

WHEREAS, on January 27, 2021, SunLine Board adopted Resolution No. 0785, a Resolution of the Board of Directors of SunLine Transit Agency authorizing the CEO/General Manager to Expend Emergency Funds. This Resolution authorized the CEO/General Manager to expend general funds that will be reimbursed to SunLine through the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 ("CRRSAA") to respond to the COVID-19 pandemic.

WHEREAS, additional funds to help support public transportation agencies during the COVID-19 pandemic may be available to SunLine through the American Rescue Plan Act of 2021 ("ARPA").

WHEREAS, to ensure that SunLine Transit Agency ("SunLine") can continue to quickly and efficiently respond to the COVID-19 pandemic and continue to serve the public, it is important that the CEO/General Manager of SunLine ("CEO/General Manager") be authorized to expend ARPA funds without unnecessary oversight.

NOW THEREFORE, BE IT RESOLVED by SunLine Board of Directors ("SunLine Board") that:

Section 1: The recitals set forth herein are found to be true and correct.

Section 2: The CEO/General Manager is hereby authorized and directed to expend general funds that will be reimbursed through the ARPA funds for capital costs, payroll, operational needs, and all other expenditures authorized by ARPA. In the expenditure of general funds that will be reimbursed through ARPA funds, the CEO/General Manager shall do so in the exercise of her or his reasonable business judgment, in accordance with all federal, state, and local laws governing the expenditure of such funds, and without obtaining prior authorization from the Finance Committee or SunLine Board. Moreover, in the expenditure of general funds that will be reimbursed through ARPA funds, the CEO/General Manager is authorized to enter into contracts on behalf of SunLine in an amount not to exceed \$250,000, without obtaining prior authorization from the Finance Committee or SunLine Board.

Section 3: The CEO/General Manager shall notify the members of the Finance Committee at the earliest feasible time after the submission of a claim for reimbursement against ARPA funds made or authorized by the CEO/General Manager, describing the necessity and use of the funds. All expenditures of ARPA funds made under this Resolution shall be brought to SunLine Board for ratification at the next regular SunLine Board meeting following the submission of a claim against those funds.

Section 4: This Resolution shall take effect immediately upon adoption by the Board of Directors of SunLine Transit Agency.

ADOPTED this 22nd day of April, 2021.

ATTEST:

Brittney B. Sowell
Clerk of the Board
SunLine Transit Agency

Robert Radi
Chairperson of the Board
SunLine Transit Agency

APPROVED AS TO FORM:

Eric S. Vail
General Counsel
Burke, Williams & Sorensen, LLP

STATE OF CALIFORNIA)
) ss.
COUNTY OF RIVERSIDE)

I, BRITTNEY B. SOWELL, Clerk of the Board of Directors of SunLine Transit Agency, do hereby certify that Resolution No. _____ was adopted at a regular meeting of the Board of Directors held on the _____ day of _____, 20____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 20____.

Brittney B. Sowell
Clerk of the Board
SunLine Transit Agency

SunLine Transit Agency

DATE: April 22, 2021 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Rhonda Williams, Deputy Chief Financial Officer

RE: Resolution No. 0788 for Affordable Housing and Sustainable
Communities Grant Application for the City of Indio

Recommendation

Recommend that the Board of Directors approve Resolution No. 0788 authorizing the CEO/General Manager to execute the application package and required documentation for grant funding from the Affordable Housing and Sustainable Communities Program (AHSC).

Background

SunLine is submitting a joint grant application with the City of Indio and the Community Development Resource Group to increase transit infrastructure and amenities while supporting the developmental needs of the city. SunLine will construct on the updated facilities in Indio which will improve customer experience and expand transit amenities while providing needed infrastructure investments in the eastern Coachella Valley. In addition, the application will include funding to obtain buses and chargers needed to increase frequency on the Route 1.

Financial Impact

If awarded, SunLine will receive approximately \$6.4 million of AHSC grant funds as part of this joint application. These funds would be added to the capital budget.

Attachments:

- [Item 11a](#) – Resolution 0788

SUNLINE TRANSIT AGENCY

RESOLUTION NO. 0788

**A RESOLUTION OF THE BOARD OF
DIRECTORS OF SUNLINE TRANSIT
AGENCY, CALIFORNIA, AUTHORIZING
APPLICATION FOR THE AFFORDABLE
HOUSING AND SUSTAINABLE
COMMUNITIES PROGRAM**

WHEREAS, the State of California, the Strategic Growth Council (“SGC”) and the State of California Department of Housing and Community Development (“Department”) have issued a Notice of Funding Availability dated February 26, 2021 (“NOFA”), under the Affordable Housing and Sustainable Communities (“AHSC”) Program.

WHEREAS, SunLine Transit Agency (“Co-Applicant”) desires to apply for AHSC Program funds and submit applicable documents to Chelsea Investments (“Applicant”) pertaining to the Application Package released by the Department for the AHSC Program.

WHEREAS, the SGC is authorized to approve funding allocations for the AHSC Program, subject to the terms and conditions of the NOFA, Program Guidelines, Application Package, and Standard Agreement. The Department is authorized to administer the approved funding allocations of the AHSC Program.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of SunLine Transit Agency that:

1. Applicant is hereby authorized and directed to apply for and submit, on behalf of itself and Co-Applicant, to the Department the AHSC Program Application (“Application”) as detailed in the NOFA dated February 26, 2021, for Round in a total amount not to exceed \$30,000,000 of which no more than 60 percent of the Area Median Income (AMI) level is requested as a loan for an Affordable Housing Development (“AHD”) (“AHSC Loan”) and no more than \$10,000,000 is requested for a grant for Housing-Related Infrastructure (“HRI”), Sustainable Transportation Infrastructure (“STI”), Transit-Related Amenities (“TRA”) or Program (“PGM”) activities (“AHSC Grant”) as defined the AHSC Program Guidelines adopted by SGC on February 24, 2021.
2. If the Application is approved, the Applicant together with Co-Applicant is hereby authorized and directed to enter into, execute, and deliver to the Department a State of California Standard Agreement (“Standard

Agreement”) in a total amount not to exceed \$30,000,000 (no more than 60 percent of the Area Median Income (AMI) level for the AHSC Loan and no more than \$10,000,000 for the AHSC Grant), and any and all other documents required or deemed necessary or appropriate to secure the AHSC Program funds from the Department, and all amendments thereto (collectively, the “AHSC Documents”).

3. Applicant and Co-Applicant shall be subject to the terms and conditions as specified in the Standard Agreement. Funds are to be used for allowable capital asset project expenditures to be identified in Exhibit A of the Standard Agreement. The Application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. Applicant and Co-Applicant hereby agree to use the funds for eligible capital asset(s) in the manner presented in the application as approved by the Department and in accordance with the NOFA and Program Guidelines and Application Package.
4. The CEO/General Manager is authorized to execute, in the name of Co-Applicant, the AHSC Program Application Package, the Standard Agreement, the AHSC Program Documents and any other documents, agreements or instruments as required by the Department for participation in the AHSC Program.

ADOPTED this 22nd day of April, 2021

ATTEST:

Brittney B. Sowell
Clerk of the Board
SunLine Transit Agency

Robert Radi
Chairperson of the Board
SunLine Transit Agency

APPROVED AS TO FORM:

Eric S. Vail
General Counsel
Burke, Williams & Sorensen, LLP

SunLine Transit Agency

DATE: April 22, 2021 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Rudy Le Flore, Chief Project Consultant

RE: Receipt of Grant Funding and Purchase of Revenue Vehicles

Recommendation

Recommend that the Board of Directors:

- a) Grant the CEO/General Manager authority to negotiate and execute an agreement with the South Coast Air Quality Management District (SCAQMD) to receive \$5,954,921 in funding for five (5) hydrogen fuel cell electric vehicles; and
- b) Grant the CEO/General Manager authority to negotiate and execute an agreement with New Flyer of America to purchase five (5) hydrogen fuel cell electric vehicles utilizing the \$5,954,921 of SCAQMD funds.

Background

At its September 4, 2020 meeting, the SCAQMD authorized a grant of funds to SunLine Transit Agency under the U.S. EPA FY20 Targeted Airshed Grant Program and the SCAQMD Clean Fuels Program Fund.

Under this program, SunLine will enter an agreement with SCAQMD to purchase and operate the zero emissions vehicles acquired with these funds. The in-kind contributions from SunLine will amount to \$806,204. This amount will be accumulated from operating, fueling, monitoring and reporting on the project vehicles.

The New Flyer of America vehicles, called out in the grant and in accordance with federal guidelines, will be purchased without competition by SunLine from the California Department of General Service's state contracts register. Any ancillary bus equipment, if needed, may be purchased under the CEO/General Manager's authority.

These five (5) 40' transit vehicles will contribute to SunLine's operating fleet and be a valuable 12-year asset for the provision of public transportation services. These vehicles will also help the agency achieve its goal of becoming fully compliant with the California Air Resources Board (CARB) Rules for Innovative Clean Transportation by 2035 which is five (5) years prior to the deadline mandated by CARB.

Financial Impact

The financial impact of this item will be the receipt of funding in the amount of \$5,954,921 from SCAQMD and an expenditure of this same amount on the vehicles.

SunLine Transit Agency

DATE: April 22, 2021 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Rudy Le Flore, Chief Project Consultant

RE: Receipt of Grant Funding for Liquid Hydrogen Fueling Station

Recommendation

Recommend that the Board of Directors:

- a) Grant the CEO/General Manager authority to negotiate and execute an agreement with the California Energy Commission (CEC) to receive funding in the amount of \$4,986,250 for a liquid hydrogen fueling station; and
- b) Ratify the CEO/General Manager's filing of a California Environmental Quality Act (CEQA) Notice of Categorical Exemption for the Hydrogen Fueling Station Project in accordance with the California Governors Executive Order N-80-20; and
- c) Grant the CEO/General Manager the authority to negotiate and execute an agreement with Zen Clean Energy Solutions (Zen) in an amount not to exceed \$357,500 subject to review and approval by General Counsel.

Background

On February 22, 2021, the California Energy Commission announced the award of a Zero-Emission Transit Fleet Infrastructure Deployment grant to SunLine Transit Agency in the amount of \$4,986,250.

Under this program, SunLine will construct a liquid hydrogen (LH2) fueling station to meet the demands of the agency and provide resiliency in the hydrogen fueling program. The project will contain a 15,000-18,000 gallon liquid storage system for fueling at the Thousand Palms fueling station.

The LH2 station will be capable of operating as a stand-alone station as well as tied into SunLine's existing electrolyzer refueling station to provide resiliency. In combination with the existing 900 kg/day electrolyzer based fueling infrastructure, the LH2 station will be capable of fueling 57 fixed route fuel cell electric buses (FCEBs) and 39 paratransit FCEBs when SunLine's transit fleet is fully transitioned to zero emission buses (ZEBs) in 2033.

The original CEQA Notice was filed under the CEO/General Manager's authority to facilitate award of this project. The project qualifies as categorically exempt from CEQA under 14 California Code of Regulations (CCR) § 15301 (Existing Facilities) and 14 CCR § 15303 (New Construction of Small Structures) as provided by SunLine General Counsel.

Zen was instrumental in drafting the grant and is identified as a project partner in the grant. Therefore, staff recommends contracting with Zen to implement the grant requirements.

Financial Impact

The financial impact of this item will be the receipt of funding in FY22 in the amount of \$4,986,250 from the California Energy Commission and an expenditure of \$357,500 on the contract with Zen Clean Energy Solutions.

SunLine Transit Agency

DATE: April 22, 2021 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Peter Gregor, Chief Safety Officer

RE: Purchase of Operations Building Central Components

Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute an agreement with Golden Star Technology for the procurement of Hewlett Packard servers and associated equipment in the amount of \$153,093.51.

Background

To further enhance Sunline's ability to provide services in the event of an exigency. In consultation with our technical advisor and Hewlett Packard Enterprise Systems, a redundant server system was designed. This system will provide network services to the Operations Building and allow the Operations Building to function independently in the event of a loss of services.

On March 2, 2021, staff issued Invitation for Bids (IFB) 21-056. The procurement was publicly advertised in a newspaper of general circulation and a notice was posted on the Agency's website. On March 12, 2021, the Agency received bids from CPAC Inc., Golden Star Technology, and Kambrian Corporation.

Staff reviewed the bids received to ensure compliance with the requirements of the IFB. Although Kambrian Corporation submitted the lowest bid, they submitted an unresponsive bid because they did not provide a bid for all of the parts requested. Based on a thorough review, staff recommends awarding a contract to Golden Star Technology, the lowest responsive and responsible bidder.

Financial Impact

The total financial impact of this item will be \$153,093.51. These funds are included in the Information Technology (IT) Projects budget.

Attachments:

- [Item 14a](#) – Solicitation List
- [Item 14b](#) – Price Analysis

Solicitation List**CDW-G**

230 North Milwaukee Ave.
Vernon Hills, IL 60061
jordham@cdwg.com

CPAC

4749 E. Wesley Drive
Anahiem, CA 92807
scostido@cpacinc.com

Corbel Solutions

1038 Industy Dr.
Tukwila WA 98188
206-575-2661
Sales@CorbelSolutions.com

Glass Box Technology

2855 Camino Serbal
Carlsbad, CA 92009
310-583-4445
aaron@gboxtech.com

Golden Star Technology, Inc.

11801 Pierce Street Unit 275
Riverside, CA 92505
cdodson@gstes.com

HB Computers, Inc

17131 Beach Blvd, Suite B
Huntington Beach, CA 92647
amir@hbcomputerz.com

OM Office Supply Inc.

5007 Carlisle Pike, Suite 101
Mechanicsburg, PA 17050
717-763-4216
mani@omos.com

OnPoint Hardware

3463 State Street, Suite 471
Santa Barbara, CA 93105
805-947-0632
Alec@onpointhardware.com

OSI Hardware

606 Olive Street
Santa Barbra, Ca 93101
Joey@osihardware.com

SHI

290 Davidson Ave.
Somerset, NJ 08873
Colten_Shea@SHI.com

SoftChoice

314 W. Superior Street, Ste 301
Chicago, IL 60654
800-268-7638
Bis.fremichael@softchoice.com

Southwest Networks

73-700 Dinah Shore Dr., Suite 404
Palm Desert, CA 92211
760-770-5200
mdisher@southwest-networks.com

Trinity3 Technology

2550 University Ave. W., Suite 315-S
Saint Paul, MN 55114
855-862-5120
mmeek@trinity3.com

DBE**Apex Computer Systems, Inc.**

13875 Cerritos Corporate Drive Unit A
Cerritos, Ca 90703
562-926-0825
cfoong@acsi2000.com

Aurora Systems Consulting, Inc.

2510 W. 237th Street, Suite 202
Torrance, CA 90505
310-530-8260
AAnsari@Aurorait.com

Kambrian Corporation

2707 E. Valley BLVD. #312
West Covina, CA 91792
626-964-4445
sales@kambrian.com



INVITATION FOR BIDS
HPE Servers
21-056

PRICE ANALYSIS

QTY	Part #	Description	CPAC		GST		Kambrian	
			Unit Price	Extended	Unit Price	Extended	Unit Price	Extended
1	Q8H41A	HPE Nimble Storage AF40 All Flash Dual Controller 10GBASE-T 2-port Configure-to-order Base Array	\$ 21,700.22	\$ 21,700.22	\$ 20,821.16	\$ 20,821.16	\$ 21,755.22	\$ 21,755.22
2	Q8B88B	HPE Nimble Storage 2x10GbE 2-port FIO Adapter Kit	\$ 2,235.01	\$ 4,470.02	\$ 2,144.48	\$ 4,288.96	\$ 2,154.49	\$ 4,308.98
1	Q8G27B	HPE Nimble Storage NOS Default FIO Software	\$ 0.02	\$ 0.02	\$ 0.01	\$ 0.01	\$ 0.01	\$ 0.01
1	Q8G44B	HPE Nimble Storage AF40 All Flash Array R2 23TB (24x960GB) FIO Flash Bundle	\$ 29,398.98	\$ 29,398.98	\$ 28,208.05	\$ 28,208.05	\$ 29,473.48	\$ 29,473.48
2	Q8J27A	HPE Nimble Storage C13 to C14 250V 10Amp 1.8m Universal FIO Power Cord	\$ 0.35	\$ 0.70	\$ 0.34	\$ 0.68	\$ 0.35	\$ 0.70
1	R3P91A	HPE Nimble Storage AF/HF Array Standard Tracking	\$ 0.35	\$ 0.35	\$ 0.34	\$ 0.34	\$ 0.35	\$ 0.35
1	HT6Z0A5	HPE NS 3Y 4H Parts Exchange Support		\$ -	\$ -	\$ -	\$ -	\$ -
2	HT6Z0A5# ZET	HPE NS 2x10GbE 2p Adptr Supp	\$ 1,095.01	\$ 2,190.02	\$ 1,050.65	\$ 2,101.30	\$ 1,097.78	\$ 2,195.56
1	HT6Z0A5# ZFF	HPE NS AF40 All Flash Base Array Supp	\$ 8,595.11	\$ 8,595.11	\$ 8,246.93	\$ 8,246.93	\$ 8,616.89	\$ 8,616.89
1	HT6Z0A5# ZGM	HPE NS AF40/60/80 23TB Flash Upgr Supp	\$ 6,647.76	\$ 6,647.76	\$ 6,378.46	\$ 6,378.46	\$ 6,664.60	\$ 6,664.60
1	HA114A1	HPE Installation and Startup Service		\$ -	\$ -	\$ -	\$ -	\$ -
1	HA114A1# 5MR	HPE Nimble Array Startup SVC	\$ 3,040.41	\$ 3,040.41	\$ 3,003.04	\$ 3,003.04	\$ 3,137.76	\$ 3,137.76
2	R0P78A	HPE SN2010M 25GbE 18SFP28 4QSFP28 Connector to Power Airflow Half Width TAA Switch	\$ 4,605.44	\$ 9,210.88	\$ 4,371.32	\$ 8,742.64	\$ 4,752.90	\$ 9,505.80
2	Q9Y41AAE	HPE Network Orchestrator E-LTU	\$ 382.79	\$ 765.58	\$ 363.34	\$ 726.68	\$ 395.05	\$ 790.10
1	HA114A1	HPE Installation and Startup Service		\$ -	\$ -	\$ -	\$ -	\$ -
2	HA114A1# 5SE	HPE M-series Ethernet Switch Startup SVC	\$ 2,667.21	\$ 5,334.42	\$ 2,138.95	\$ 4,277.90	\$ 2,332.08	\$ 4,664.16
1	H1K92A5	HPE 5Y Proactive Care 24x7 SVC		\$ -	\$ -	\$ -	\$ -	\$ -
2	H1K92A5# W0P	HPE SN2010M 25GbE Switch Support	\$ 2,568.91	\$ 5,137.82	\$ 2,368.66	\$ 4,737.32	\$ 2,575.42	\$ 5,150.84
2	H1K92A5# ZGT	HPE Network Orchstrtror SW-6 Support	\$ 300.72	\$ 601.44	\$ 285.43	\$ 570.86	\$ 310.35	\$ 620.70
2	R1N34A	HPE 100Gb QSFP28 to QSFP28 0.5m Direct Attach Copper Cable	\$ 733.56	\$ 1,467.12	\$ 607.71	\$ 1,215.42	\$ 636.42	\$ 1,272.84
3	P19766-B21	HPE ProLiant DL360 Gen10 8SFF NC Configure-to-order Server	\$ 573.49	\$ 1,720.47	\$ 544.34	\$ 1,633.02	\$ 576.05	\$ 1,728.15
3	P19766-B21 ABA	HPE DL360 Gen10 8SFF ModX CTO		\$ -	\$ -	\$ -	\$ -	\$ -
3	P02592-L21	Intel Xeon-Gold 5218 (2.3GHz/16-core/125W) FIO Processor Kit for HPE ProLiant DL360 Gen10	\$ 1,109.43	\$ 3,328.29	\$ 1,053.03	\$ 3,159.09	\$ 1,114.35	\$ 3,343.05

QTY	Part #	Description	CPAC		GST		Kambrian	
			Unit Price	Extended	Unit Price	Extended	Unit Price	Extended
3	P02592-B21	Intel Xeon-Gold 5218 (2.3GHz/16-core/125W) Processor Kit for HPE ProLiant DL360 Gen10	\$ 1,025.02	\$ 3,075.06	\$ 972.92	\$ 2,918.76	\$ 1,029.57	\$ 3,088.71
3	P02592-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	\$ -	\$ -
24	P00924-B21	HPE 32GB (1x32GB) Dual Rank x4 DDR4-2933 CAS-21-21-21 Registered Smart Memory Kit	\$ 268.09	\$ 6,434.16	\$ 254.46	\$ 6,107.04	\$ 269.28	\$ 6,462.72
24	P00924-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	\$ -	\$ -
6	P18420-B21	HPE 240GB SATA 6G Read Intensive SFF (2.5in) SC 3yr Wty Multi Vendor SSD	\$ 88.69	\$ 532.14	\$ 84.18	\$ 505.08	\$ 89.09	\$ 534.54
6	P18420-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	\$ -	\$ -
3	P08421-B21	HPE Ethernet 10Gb 2-port SFP+ BCM57414 Adapter	\$ 162.87	\$ 488.61	\$ 154.59	\$ 463.77	\$ 163.58	\$ 490.74
	P08421-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	\$ -	\$ -
3	P01366-B21	HPE 96W Smart Storage Lithium-ion Battery with 145mm Cable Kit	\$ 41.49	\$ 124.47	\$ 39.39	\$ 118.17	\$ 41.68	\$ 125.04
3	P01366-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	\$ -	\$ -
3	804331-B21	HPE Smart Array P408i-a SR Gen10 (8 Internal Lanes/2GB Cache) 12G SAS Modular Controller	\$ 161.21	\$ 483.63	\$ 153.02	\$ 459.06	\$ 155.70	\$ 467.10
3	804331-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	\$ -	\$ -
3	764302-B21	HPE FlexFabric 10Gb 4-port FLR-T 57840S Adapter	\$ 293.90	\$ 881.70	\$ 278.95	\$ 836.85	\$ 295.20	\$ 885.60
3	764302-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	\$ -	\$ -
6	865414-B21	HPE 800W Flex Slot Platinum Hot Plug Low Halogen Power Supply Kit	\$ 121.40	\$ 728.40	\$ 115.23	\$ 691.38	\$ 121.93	\$ 731.58
6	865414-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	\$ -	\$ -
3	874543-B21	HPE 1U Gen10 SFF Easy Install Rail Kit	\$ 29.93	\$ 89.79	\$ 28.40	\$ 85.20	\$ 30.07	\$ 90.21
3	874543-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	\$ -	\$ -
1	P07244-B21	HPE Apollo 4200 Gen10 24LFF Configure-to-order Server	\$ 2,224.54	\$ 2,224.54	\$ 2,111.45	\$ 2,111.45	No quote	
1	P07244-B21 ABA	U.S. - English localization		\$ -	\$ -	\$ -	No quote	
1	P07906-L21	Intel Xeon-Silver 4215 (2.5GHz/8-core/85W) FIO Processor Kit for HPE Apollo 4200 Gen10	\$ 760.03	\$ 760.03	\$ 721.39	\$ 721.39	No quote	
1	P07906-B21	Intel Xeon-Silver 4215 (2.5GHz/8-core/85W) Processor Kit for HPE Apollo 4200 Gen10	\$ 793.54	\$ 793.54	\$ 753.20	\$ 753.20	No quote	
1	P07906-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	

QTY	Part #	Description	CPAC		GST		Kambrian	
			Unit Price	Extended	Unit Price	Extended	Unit Price	Extended
8	P00920-K21	HPE 16GB (1x16GB) Single Rank x4 DDR4-2933 CAS-21-21-21 Registered Smart Memory Kit	\$ 107.26	\$ 858.08	\$ 101.81	\$ 814.48	No quote	
8	P00920-K21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
1	P14010-B21	HPE Apollo 4200 Gen10 6SFF SAS/SATA Rear Drive Cage Kit	\$ 169.57	\$ 169.57	\$ 160.96	\$ 160.96	No quote	
1	P14010-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
2	P06194-K21	HPE 480GB SATA 6G Read Intensive SFF SC SE4011 SSD	\$ 136.71	\$ 273.42	\$ 129.77	\$ 259.54	No quote	
2	P06194-K21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
2	P19917-K21	HPE 3.2TB SAS 12G Mixed Use SFF SC PM1645a SSD	\$ 989.04	\$ 1,978.08	\$ 938.76	\$ 1,877.52	No quote	
2	P19917-K21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
24	881781-K21	HPE 12TB SAS 12G Midline 7.2K LFF (3.5in) LP 1yr Wty Helium 512e Digitally Signed Firmware HDD	\$ 372.18	\$ 8,932.32	\$ 353.26	\$ 8,478.24	No quote	
24	881781-K21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
1	P01367-B21	HPE 96W Smart Storage Lithium-ion Battery with 260mm Cable Kit	\$ 32.52	\$ 32.52	\$ 30.86	\$ 30.86	No quote	
1	P01367-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
1	830824-B21	HPE Smart Array P408i-p SR Gen10 (8 Internal Lanes/2GB Cache) 12G SAS PCIe Plug-in Controller	\$ 231.72	\$ 231.72	\$ 219.94	\$ 219.94	No quote	
1	830824-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
1	869083-B21	HPE Smart Array P816i-a SR G10 LH Ctrr	\$ 274.54	\$ 274.54	\$ 260.59	\$ 260.59	No quote	
1	869083-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
1	813661-B21	HPE Ethernet 10Gb 2-port BASE-T BCM57416 Adapter	\$ 191.92	\$ 191.92	\$ 182.15	\$ 182.15	No quote	
1	813661-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
1	P11338-B21	HPE Eth 10Gb 2p 548SFP+ Adptr	\$ 169.59	\$ 169.59	\$ 155.70	\$ 155.70	No quote	
1	P11338-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
2	865414-B21	HPE 800W Flex Slot Platinum Hot Plug Low Halogen Power Supply Kit	\$ 121.40	\$ 242.80	\$ 115.23	\$ 230.46	No quote	
2	865414-B21 OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
1	BD505A	HPE iLO Advanced 1-server License with 3yr Support on iLO Licensed Features	\$ 222.81	\$ 222.81	\$ 211.48	\$ 211.48	No quote	
1	BD505A OD1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
1	822731-B21	HPE 2U Shelf-Mount Adjustable Rail Kit	\$ 43.24	\$ 43.24	\$ 41.05	\$ 41.05	No quote	

QTY	Part #	Description	CPAC		GST		Kambrian	
			Unit Price	Extended	Unit Price	Extended	Unit Price	Extended
1	822731-B21 0D1	Factory Integrated		\$ -	\$ -	\$ -	No quote	
1	P09656-B21	HPE Smart Array E/P SR FIO Controller Mode for Rear Storage	\$ 0.59	\$ 0.59	\$ 0.56	\$ 0.56	No quote	
16	537963-B21	HPE BladeSystem c-Class 10GbE SFP+ to SFP+ 5m Direct Attach Copper Cable	\$ 55.53	\$ 888.48	\$ 52.71	\$ 843.36	\$ 55.78	\$ 892.48
3	E6U64ABE	HPE iLO Advanced Electronic License with 3yr Support on iLO Licensed Features	\$ 228.81	\$ 686.43	\$ 211.48	\$ 634.44	\$ 223.80	\$ 671.40
1	H1K92A5	HPE 5Y Proactive Care 24x7 SVC		\$ -	\$ -	\$ -	\$ -	\$ -
4	H1K92A5 R2M	HPE iLO Advanced Non Blade Support	\$ 56.36	\$ 225.44	\$ 53.49	\$ 213.96	\$ 56.61	\$ 226.44
1	H1K92A5 XMZ	HPE Apollo 4200 Gen10 Support	\$ 4,345.10	\$ 4,345.10	\$ 4,006.39	\$ 4,006.39	No quote	
3	H1K92A5 WAG	HPE DL360 Gen10 Support	\$ 3,157.55	\$ 9,472.65	\$ 2,997.04	\$ 8,991.12	\$ 3,171.55	\$ 9,514.65
1	HA114A1	HPE Installation and Startup Service		\$ -	\$ -	\$ -	\$ -	\$ -
3	HA114A1 5A0	HPE Startup Entry 300 Series OS SVC	\$ 883.34	\$ 2,650.02	\$ 838.44	\$ 2,515.32	\$ 887.27	\$ 2,661.81
1	HA114A1 58Y	HPE Startup Apollo 2000/4200 SVC	\$ 1,121.15	\$ 1,121.15	\$ 1,064.16	\$ 1,064.16	No quote	
Subtotal			\$	153,236.15	\$	145,075.49	\$	130,072.21
Shipping			\$	-	\$	-		
Tax			\$	7,979.83	\$	8,018.02	\$	7,429.35
Total			\$	161,215.98	\$	153,093.51	\$	137,686.92

	Difference	Delta
Difference between GST and CPAC	\$ (8,122.47)	5.31%

There was adequate price competition since three (3) bidders independently contended for the contract that is to be awarded. Award is based on Firm Fixed Price. Kambrian Corporation is considered unresponsive as they submitted an incomplete bid by not quoting for all of the items requested.

Based on the findings, the prices submitted by the lowest responsive and responsible bidder, Golden Star Technology (GST), is 5.31% lower than CPAC.

Based on the results, it is determined that the price submitted by GST is considered fair and reasonable.



Jennifer Tran, Contracts Administrator

SunLine Transit Agency

DATE: April 22, 2021 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Tony Cohen, Chief Maintenance Officer

RE: Purchase of Two (2) Chevy Tahoe Vehicles

Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute a contract with Jessup Auto Plaza of Cathedral City to purchase two (2) Chevy Tahoe vehicles, in an amount not to exceed \$107,537.36 including taxes and registration, upon approval as to form by General Counsel.

Background

These vehicles will be used to support various administrative needs and support service delivery as needed. On March 31, 2021, staff issued Invitation for Bids (IFB) number 21-063. The solicitation was publicly advertised in a newspaper of general circulation and a notice was posted on the Agency's website. On April 9, 2021, the Agency received one bid from Jessup Auto Plaza.

Staff reviewed the bid received to ensure compliance with the requirements of the IFB. The bid was determined to be 0.67% below the pricing in the state contract and would also allow for expedited delivery. Based on the review, staff recommends awarding a contract to Jessup Auto Plaza, the lowest responsive and responsible bidder.

Financial Impact

The financial impact of \$107,537.36 will utilize a combination of state and federal support vehicle funding approved in the Short Range Transit Plans for FY17 and FY18.

Attachments:

- [Item 15a](#) – Solicitation List
- [Item 15b](#) – Price Analysis

Solicitation List

Anderson Chevrolet

31201 Auto Center Drive
Lake Elsinore, CA 92530
855-661-3342
jdiaz@andersonauto.com

Courtesy Chevrolet Center

750 Camino Del Rio
San Diego, CA 92108
Javier.botero@courtesysd.com

Diamond Hills Chevrolet

4545 W Ramsey St
Banning, CA 92220
866-410-7823
rgill@daliaaauto.com

Gosch Chevrolet

400 Carriage Circle
Hemet, CA 92545
855-890-6673
pgilchrist@goschmail.com

Jessup Auto Plaza

68-111 E Palm Canyon Drive
Cathedral City, CA 92234
760-906-8989
larrymartin@jessupautoplaza.com

La Quinta Chevrolet

79225 Highway 111
La Quinta, CA 92253
760-848-7065
pisbell@lqchevycady.com

Merchant's Fleet

7071 Warner Ave
Huntington Beach, 92647
courtneywolschleger@MerchantsFleet.com

Paradise Chevrolet Cadillac

27360 Ynez Road
Temecula, CA 92591
888-387-7019
aj@mychevyguy.com

Penske Chevrolet

18605 South Studebaker Road
Cerritos, CA 90703
877-772-3022
Kyle.slavin@gmail.com

Rotolo Chevrolet

16666 South Highland Ave
Fontana, CA 92336
866-506-9728
jamie@rotolo.com



INVITATION FOR BIDS
Large SUV
21-063

PRICE ANALYSIS

	Jessup Auto Plaza	State Contract Winner Chevrolet
2 Chevrolet Tahoes	\$ 107,537.36	\$ 108,259.84

		Delta
Difference between Jessup Auto Plaza and Winner Chevrolet	\$ (722.48)	0.67%

Jessup Auto Plaza was the only company to submitted a bid that complied with the requirements of the Invitation for Bids. Jessup Auto Plaza's bid was compared to the State Contract with Winner Chevrolet.

Based on the findings, the prices submitted by Jessup Auto Plaza is .67% lower than the State Contract. Jessup Auto Plaza would also be able to deliver the vehicles within 90-120 days, whereas the State Contract would not be able to deliver the vehicles until January 2022.

Based on the results, it is determined that the bid submitted by Jessup Auto Plaza is considered fair and reasonable.

DocuSigned by:

Jennifer Tran

Jennifer Tran, Contracts Administrator