

# ***Lassen Transit Service Agency***

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January 20, 2021

**To Proposed Bidders RE: Lassen Transit Service Agency Response to Request for Proposal Questions.**

**Subject: RFP Addendum #1**

Prospective bidders,

Thank you for providing questions to the Lassen Transit Service Agency's Request for Proposals for Operations and Management Contract. Prospective bidders will have until February 2, 2021 to receive further clarification to any of the answers provided by the LTSa. Requests for clarification should be directed to David Knaut at [dknaut@co.lassen.ca.us](mailto:dknaut@co.lassen.ca.us) or mailed to 707 Nevada Street Suite 4, Susanville, CA 96130. Prospective bidders will be required to submit a signed Addendum sheet with any proposals to acknowledge receipt of the addenda.

Respectfully,

David Knaut

Transportation Planner

**RFP Addendum # 1**  
**Lassen Transit Service Agency Response to Request for Proposal Questions**

**RFP Release Date: December 14, 2020**

**In response to request for clarification of answers that were provided to bidders on January 20, 2021 (Must be included in bidder's proposal packet)**

**Certification of Receipt of Addenda:**

***(Must be completed and included in proposal)***

Company: \_\_\_\_\_

Name of Person Attesting to

Accepting Addenda: *(please Print)* \_\_\_\_\_

Title of Person Attesting to

Accepting Addenda: *(please Print)* \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Addendum #1 to RFP**

### **Lassen Transit Service Agency Response to Request for Proposal Questions**

1. Please provide additional information on the Agency provided fleet to include engine type, fuel type, average miles operated per year. (RFP Section II, page 2)

Answer: See attachment A.

2. Are chains required to perform service at any time? If so, what is the current process for putting on and off chains for the buses? (RFP Section II, page 2)

Answer: Chains are required to perform service at time, especially on the West County route during winter months. All buses, except Arbocs, are equipped with drop down chains, but conditions might require driver to put chains on and off on route. Highways have designated chain areas. Drivers are trained annually how to put chains on and off.

3. Please clarify the number of vehicles used in revenue service by day of week, the peak service hours and number of buses in service at these times. (RFP Section II, page 2)

Answer: In the current fiscal year LRB uses 5 vehicles in revenue service on Monday through Thursday, 6 on Fridays and 3 on Saturdays. This includes the use of one vehicle for the Susanville "Express" route which is a pilot project at the moment. Vehicles used for peak hour service is same as vehicles used in revenue service.

4. Does the Agency have any requirements regarding support vehicles? Type, number, age limit, fuel type. How many are currently being supplied by the contractor? (RFP Section II, page 2)

Answer: Agency does not require any support vehicles. Agency is planning to procure a service/ support vehicle to use for mechanics (See section II on page 2 of RFP). More information on use of vehicles is included in RFP (See section IV E point 13 pages 42 and 43 of RFP). Current contractor provides one support vehicles for mechanics.

5. Please provide details of any attachments included on the shop truck to assist Contractor in performing road calls. i.e. generator, air compressor, light bar, hose reel, etc...

Answer: Agency is planning to procure a 4 wheel pick-up truck with a snow plow, light bar and tool box at this point. Future addition of attachments like Generator, Air compressor and hose reel can be considered.

6. Please consider allowing vendors to fully support compliance with current stay at home and associated state by state restrictions that resulted from the current Coronavirus (COVID-19) pandemic. We would like to request LTSA consider allowing proposals to be submitted via fully electronic means only (email, Dropbox, etc.), and if electronic copies of signatures/seals/notaries would be acceptable? We believe that in light of current COVID-19 restrictions; electronic submission will ensure full compliance with social distancing mandates across the U.S. and will minimize in-person exposure for your employees as well as your vendor's employees. in addition, with winter weather potentially causing late delivery by shipping companies, printed proposals would have to ship on Feb 25th to ensure on-time delivery. (Section B, page 3).

Answer: Proposal format will not be changed. LTSA will accept one electronic version (pdf or MS Word) and five (5) sets each, instead of fifteen (15).

7. Please provide the names of any current DBE vendors including the service provided and rates. (Section B.5. page 4).

Answer: The current contract does not require the usage of any DBE vendors and the LTSA does not have any current DBE vendors. What current vendors the current contractor uses is proprietary information and cannot be provided by LTSA.

8. The tentative schedule table notes Interviews on March 11th however the line above this lists the Evaluation Committee recommending award or interviews on March 15 which is 4 days later. Please clarify dates for Interviews and Contract Award. (Section C, page 5).

Answer: LTSA plans to award the bid at its next regular scheduled board meeting on March 15, 2021. The agency would hold interviews on March 11<sup>th</sup> if deemed necessary, but at this point it is not anticipated that interviews will be necessary.

9. Please clarify whether the full Addenda documents are required to be submitted with our proposal or just an acknowledgement for each of the Addendum received as noted in Section F. (Section III.D, page 6).

Answer: A signed acknowledgment of each addenda will be required, not the full addenda.

10. Does the facility currently have or require an oil-water separator? (Section III.D, page 9)

Answer: No.

11. Agency provided facility: Is there a lease required for the facility? If yes, is there any cost associated with the lease? (Section III.D, page 9)

Answer: There is no lease required for the facility.

12. Agency provided facility: Is the contractor responsible for any taxes or licenses? If yes, please provide the cost for last 12 months for taxes and licenses. (Section III.D, page 9)

Answer: Contractor is not responsible for any taxes or licenses regarding the facility. All responsibilities are listed in section IV of RFP.

13. Is there a secure fare collection room at the facility? How are fareboxes and counted fares counted and secured? (Section III.D, page 9)

Answer: Agency is in the process of building a fare collection room with pass through lockers. The building of the fare collection room should be completed before the start of the contract. Contractor shall establish a fare collection/ accounting procedure including control and security measures. See RFP section IV N page 51 and 52.

14. Each Contractor must certify the Federal Lobbying Requirements as provided with Proposal form F (pages 86-88). However, pages 86-88 are blank. Please provide a copy of the federal lobbying requirements form. (Section V. F, page 86-88)

Answer: Please see attachment B for the federal lobbying requirements form. Agency also updated the RFP on the webpage to include the form.

15. Recognizing the current transit employees are covered by 49 USC 5333(b) (also known as Section 13c of the Urban Mass Transportation Act of 1964), are there any unfunded liabilities that the Contractor will be responsible for? An example might be a union pension fund. (Section III. P, page 23)

Answer: No

16. Please clarify contractor's responsibility to provide maintenance and upkeep for bus stops. Who is responsible for the equipment, supplies, etc for the bus stops? Please provide the frequency required. Is a trailer with power washer required to clean the stops? (Section IV.B.2, page 31)

Answer: Agency is responsible for providing equipment such as shelters, benches, signs, bike racks and trash receptacles. Contractor is responsible for upkeep and cleaning of bus shelters and bus stops (see section IV B 2 page 31). Contractor needs to determine what equipment is required to clean stops.

17. Please provide the last 12 months of expenses for bus stop and shelter maintenance and repairs. What position currently performs these tasks? (Section IV.B.2, page 31)

Answer: LTSA does not have this information.

18. Please provide the number of bus stops and bus stations (Section IV.B.2, page 31)

Answer: Currently there are 88 bus stop locations within the City of Susanville and Lassen County. Of these bus stop locations 48 are located within the City of Susanville and 40 are located in the unincorporated areas of the county. There 8 stops with shelters and trash receptacles and 4 stops with benches (one of the 4 stops has a trash receptacle) within the City of Susanville. Contractor would be responsible of cleaning and maintaining 6 stops with shelters and all stops with benches.

The Agency is planning on improving 9 to 11 stops within the next two fiscal years, including one stop in Westwood. The improvements should include installation of 9 shelters and 2 benches.

19. What brand and model number bus wash system is currently in use at the facility? (Section IV.B.2, page 32)

Answer: The bus wash was built in 2001 by NS Solutions it is a model 3000A.

20. Please clarify the use of volunteers. What functions do they perform, how many are there currently, how many hours each week on average do they work, etc? (Section IV.B.11, page 34)

Answer: The current system does not include any volunteers at the time. If the Proposer intends to use volunteer drivers, they must be fully licensed to meet the requirements of the State of California for the type of vehicle and service they operate. Volunteers will be subject to the same training standards, pre-employment physicals, and drug testing requirements as paid drivers. (See section IV H page 46).

21. Please clarify whether LTSA provides any maintenance or office equipment or tooling (generator, lifts, furniture, etc). If so, please provide a current list of tools and equipment LTSA provides. (Section IV.C, page 35)

Answer: See attachment C for inventory list of provided equipment by Agency

22. Please clarify the requirement for Contractors to provide additional vehicles. Please confirm that any requirement for contractor to provide revenue vehicles will include appropriate time to secure the vehicle and LTSA will negotiate to cover the cost of the vehicle and the associated maintenance costs (Section IV.C, page 36)

Answer: The requirement for Contractors to provide additional vehicles is an option for the LTSA, but the agency will make every effort to acquire vehicles directly and not through the contractor. In case LTSA chooses for the option via the contractor, the agency will allow appropriate time to secure a vehicle and cost for additional vehicles shall be negotiated and agreed upon by the LTSA and Contractor as outlined in RFP section IV C page 35 to 37.

23. Please provide the make/model of the current computer assisted scheduling and dispatch system used. How long has this system been in place and utilized? (Section IV.D, page 37)

Answer: Please refer to page 37 of RFP section IV D, vehicle scheduling and dispatching. Agency does not provide a scheduling and dispatching system. Agency might decide to procure a system in the future and would assure that such system would be approved by contractor.

24. Software: Please describe any additional modules in place to supplement the scheduling and dispatching system. For example, tools for call management, complaint management, rider communication via IVR or text, etc. (Section IV.D, page 37)

Answer: Please refer to page 37 of RFP section IV D, vehicle scheduling and dispatching and page 34 section IV B 11, contractor's responsibilities – general. Agency does not provide a scheduling and dispatching system. Agency has contract for GPS tracking and monitor system with ETA, which allows communication with drivers, and system alerts or notices to the general public.

25. Software: Please indicate whether these products are hosted by the Client, software manufacturer or if Contractor would be required to provide hosting services. (Section IV.D, page 37)

Answer: Currently Contractor is not required to host any services through the agency. GPS tracking and monitoring software is hosted by manufacturer and agency provides server for on-board security camera system.

26. Please clarify major repair responsibility. The RFP indicates Contractor "will not be responsible for costs associated with engine, transmission or differential overhaul", however in Section E.1. it indicates the Contractor is responsible for costs for 'major components and component rebuilding or replacement'. (Section IV.E, page 37)

Answer: Major components and component rebuilding or replacement does not include costs associated with engine, transmission or differential overhaul. Examples for major components could be air conditioning system, exhaust system or fire suppression systems.

27. What are the current PMI intervals used for the fleet for the A, B and C inspections? (Section IV.E.3, page 39)

Answer: The A-Inspection will be performed every 45 days or 3,000 miles. The B-Inspection will be performed every 90 days or 6,000 miles. The C-Inspection will be performed every 120 days or 12,000 miles. The D-Inspection will be performed every 40,000 miles or annually

28. How many minutes does it take to fuel a bus at Ed Staub Energy? (Section IV.E.13, page 42)

Answer: LTSA does not have this information.

29. During the current contract has the Contractor needed to provide revenue vehicles for service? If so, how often and for how long a period for each bus? (Section IV.E.16, page 43)

Answer: No.

30. Is there currently a Collective Bargaining Agreement in place? If so, please provide a copy of the current CBA or a contact at the local union. (Section IV.G, page 45)

Answer: No, there is not a collective bargaining agreement.

31. What is the current starting wage for drivers and hourly staff positions? (Section IV.G, page 45)

Answer: The current starting wage for drivers is \$14.50. The hourly staff positions is proprietary information and cannot be provided by LTSA. Please note that the RFP establishes a minimum wage of \$17.00 per hour with the start of the new contract (See page 45 of RFP, section IV G).

32. Please provide details regarding any subcontractors being used in this service currently, and which services they are providing. (Section IV.G, page 45)

Answer: The agency has contracts for an electrical contractor services for repairs, installations, maintenance and troubleshooting of electrical equipment and systems at the Lassen Rural Bus Maintenance Facility (expires: June 30, 2023), to provide maintenance and/or repairs to the electric gates located at the facility (expires: June 30, 2023), for maintenance inspections and repairs to the garage doors (expires June 30, 2022), for maintenance inspections of the air conditioning and heating units at the facility (expires June 30, 2023), for performing preventative maintenance, inspection and repair work services for the backup generator (expires: June 30, 2024) and for professional services



for the inspection and maintenance service of the Bush Wash facility at the Lassen Rural Bus Maintenance Yard (expires: June 30, 2023). Agency would consider renewing these contracts if deemed necessary. Agency cannot provide details on subcontractors of current contractor.

33. Please clarify 'on-board security or supervision'. Does the system require contractor to provide security officers on the vehicles? Is LTSA looking for an onboard security camera system to record incidents? Is this provided through road supervisor availability? (Section IV.G, page 45)

Answer: Currently the system does not require contractor to provide security officers on the vehicles and there are currently no plans for security offices. However, this could change during the term of the contract. Agency has an onboard security system through Safety vision with 4 cameras on each bus for recording incidents. All cameras are facing the interior of the bus and the current system does not allow live screening. Road supervision should be performed through GPS tracking and/ or review of security camera footage, radio communication, training and informational material made available through the federal, state or local government such as traffic cameras and closure reports.

34. Please provide copies of the last three months of management reports from the Contractor. (Section IV.K, page 47)

Answer: See attachment D for the last three months of management reports.

35. Infrastructure/Networking/Telephony: Will advanced call management features be required? (Call Recording, Call Reporting, IVR menus). Are Contractors required to make call recordings available to the Agency? HIPAA regulations raise concerns in this area and may require a very controlled process. (Section IV.M, page 51)

Answer: No advanced call management features or call recordings are required. Only requirement is a telephone answering system to announce LRB transit services.

36. Is an Armor Car used to deposit fares? If so, which company is currently used? (Section IV.N, page 51)

Answer: No.

37. What type of fareboxes are currently utilized within the revenue vehicles? If none, please provide fare collection process. (Section IV.N, page 51)

Answer: Fare boxes are from Diamond Manufacturing Model XV. See page 51 and 52, section IV N, fare box revenue, for fare collection process. Agency is also working on a trial for contactless payment.

38. Please clarify who is responsible for providing the fareboxes on the buses? What is the make/model of current fareboxes used? (Section IV.N, page 51)

Answer: Agency provides fareboxes. Fare boxes are from Diamond Manufacturing Model XV.

39. Please provide a listing of any penalties charged or incentives earned over the past 12 months by month. Please clarify if the liquidated damages listed in the RFP differ from the current contract. (Section IV.U, page 57)

Answer: No penalties have been charged and no incentives have been earned over the past 12 months or the current contract period starting in Jul 1, 2016. The agency will make every effort to resolve performance issues before penalizing contractor, however the agency reserves the right to penalize a contractor if issues cannot be resolved.

40. Would the agency consider postponing performance penalties during the first 90 days of the new contract period for a new contractor? (Section IV.U, page 57)

Answer: The agency will make every effort to resolve performance issues before penalizing contractor, so the agency will consider postponing performance penalties during the first 90 days of the new contract period for a new contractor.

41. Please provide all required forms in Word or Excel format (Section V, page 58)

Answer: Please see attachment E. DBE and federal lobby forms are only available as pdf.

42. For fixed route service, please clarify if billable time continues past scheduled hours on the last trip due to exterior factors (traffic, weather, incidents, etc.). (Section V.B, page 60)

Answer: Contractor can bill time for service past scheduled hours on the last trip due to exterior factors (traffic, weather, incidents, etc.). Contractor will complete a deviation report (excel spreadsheet), stating date, the route, bus number, scheduled arrival time, last arrival time, approval by dispatcher or manager and the reason for the delay. The actual extra time will be added in the normal invoice.

43. Please confirm pages 86, 87 and 88 are supposed to be blank pages. Per page 12 it appears these should be the Federal Lobbying Requirement forms (Section V. F, page 86-88)

Answer: Please see attachment B for the federal lobbying requirements form. Agency also updated the RFP on the webpage to include the form.

44. Please confirm LTSA plans to award the contract on Monday March 15, 2021 with the transition occurring April through June. (Section VI, page 96)

Answer: Yes, agency plans to award the contract on Monday March 15<sup>th</sup>, 2021. However, agency will need approval from the California Department of Transportation (Caltrans) before the award can be finalized, so transition time will start after Caltrans approval.

45. Who handles passenger eligibility for Dial-A-Ride services? Please describe any responsibilities the contractor has for this process. (Exhibit A)

Answer: Contractor shall handle the passenger eligibility for Dial-A-Ride services, besides passenger through the Far Northern Regional Center (FRNC), which the agency has contract with. Please see attachment F, LTSA –ADA plan for procedures.

46. Please provide the current Overall System Total Worksheet for July through November to show most current service levels. (Exhibit B)

Answer: Please see attachment G for Overall System Total Worksheet for July through December.

47. Please clarify what 'LRB' and 'LSS' represent for Mechanic Labor Hours. Are these current contractor labor hours? (Exhibit B)

Answer: LRB stands for Lassen Rural Bus and LSS stands for Lassen Senior Services, which the current contractor provides maintenance work on vehicles through a separate contract. Yes these are actual labor hours without training or extra cleaning for COVID on recent months.

48. IT: Does the Contractor need to provide any network cabling or facility IT upgrades?

Answer: Contractor is responsible to provide own phone and internet network and needs to determine capabilities of network needed.

49. IT: Does the Contractor network need to support a facility camera system? If so, please provide details on the system

Answer: There is currently no facility camera system. Agency might procure a camera system in the future and will consult with contractor of system details.

50. IT: Are there any non-standard system applications that need to be installed on Contractor's workstations?

Answer: Contractor would need to install the application of on-board security camera system to get access to videos and mechanics should have a laptop for Cummins Insight pro software.

51. IT: Will the contractor need to provide tablets, iPads, Wi-Fi, or cellular service?

Answer: Contractor is responsible to provide own phone and internet network for facility and should consider a cellular service as well because provided radio system has connectivity issues in higher terrain of some routes. Agency would encourage contractor to have at least one tablet or iPad for community outreach.

This concludes the questions section, please see related attachments below

### Attachment A- Addendum #1 to RFP Lassen Transit Service Agency Response to Request for Proposal Questions

Make/ Model	Vehicle Year	VIN	Agency Id	Engine	Fuel Type	Wheel chair lift or amp	WC ramp lift manufacturer	Est. Average Mileage per year*
GMC/ ARBOC	2014	1GB6G5BG6E1162539	19	6.0L Gasoline GM	Gasoline	Ramp	Braun 1,000lb	16,549
GMC/ ARBOC	2014	1GB6G5BG8E1162574	20	6.0L Gasoline GM	Gasoline	Ramp	Braun 1,000lb	16,549
GMC/ ARBOC	2014	1GB6G5BG8E1163451	21	6.0L Gasoline GM	Gasoline	Ramp	Braun 1,000lb	16,549
Glaval/ Freightliner	2016	4UZADRDU5HCJC8214	22	Cummins ISB 6.7L	Diesel	Lift	Braun Century	28,413
Glaval/ Freightliner	2016	4UZADRDU7HCJC8215	23	Cummins ISB 6.7L	Diesel	Lift	Braun Century	28,413
Gillig Corporation	2010	15GGD2715A1177581	101	07 Cummins ISL 280 HP 8.9L	Diesel	Ramp	Lift-U, LU11	19,463
Gillig Corporation	2012	15GGD271XC1181600	102	10 Cummins ISL 280HP 8.9L	Diesel	Ramp	Lift-U, LU11	19,463
Gillig Corporation	2020	15GGD2716L3194106	103	19 Cummins ISL 280 HP 8.9L	Diesel	Ramp	Lift-U, LU18	19,463
Glaval/ Freightliner	2020	4UZADRFD3LCMA3570	24	Cummins ISB 6.7L	Diesel	Lift	Braun Century	28,413
GMC/ ARBOC	2019	1HA6GUBB2KN014818	25	6.0L Gasoline GM	Gasoline	Ramp	Braun 1,000lb	16,549
GMC/ ARBOC	2019	1HA6GUBB2KN014690	26	6.0L Gasoline GM	Gasoline	Ramp	Braun 1,000lb	16,549
Ford Transit 350	2020	N/A ordered 8/2020	27	3.5 V-6 (eco boost)	Gasoline	Lift	Ricon	N/A

\* Average mileage per year is calculated by vehicle class (Three classes: 1. Arboc, 2. Freightliner and 3. Gillig) for routes served by class. Agency can only provide estimates at this times as there a multiple variables like recent route modifications and vehicles replacement within fiscal years.

**Attachment B - Addendum #1 to RFP**  
**Lassen Transit Service Agency Response to Request for Proposal Questions**

**F. Lobbying Certification**

**49 CFR PART 20—CERTIFICATION REGARDING LOBBYING**  
**Certification for Contracts, Grants, and Cooperative Agreements**  
*(To be submitted with each bid/proposal exceeding \$100,000.00)*

The undersigned (BIDDER/PROPOSER) certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an Agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds, other than Federal appropriated funds, have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any TA, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions and as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96).
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The BIDDER/PROPOSER, \_\_\_\_\_, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Proposer understands and agrees that the provisions of 31 U.S.C. A 3801, et. seq. apply to this certification and disclosure, if any.

\_\_\_\_\_ Signature of Authorized Official

\_\_\_\_\_ Name and Title of Authorized Official

\_\_\_\_\_ Date

**DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See Reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, If known:		<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>   Congressional District, If known:
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>   CFDA Number, if applicable:	
<b>8. Federal Action Number, If known:</b>	<b>9. Award Amount, If known:</b>  \$	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(If individual, last name, first name, MI):</i>	<b>b. Individuals Performing Services</b> <i>(Including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred, Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be a prime or subaward receipt. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in Item 1 (e.g., Request for Proposal (RFP) number; Invitation for bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g. "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in Item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in Item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
11. Certifying official shall sign and date the form, print his/her name, title and telephone number.

*According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.*



Attachment C - Addendum #1 to RFP Lassen Transit Service Agency Response to Request for Proposal Questions

Lassen Transit Service Agency Fixed Asset Inventory List													
No.	Purchase Date	Date Released	Disposition	Cost	Asset Class	Tag Number	Asset Type	Location	Description	Make	Model	Serial Number	Dept.
1			Serviceable		OE	10350	Office Equipment	LRB Office	Paper Shredder	Fellows	Powershred - PS 75	075990601A10400097411	LTSA
2			Serviceable		OE	1321	Computer Equipment	707 Nevada	Laptop Computer	Gateway	Solo 9100 XL	0009659069	Transportation
3			Serviceable		OE	10340	Office Furniture	LRB Office	Black 4 Drawer File Cabinet	Hon			LTSA
4			Serviceable		OE	10338	Office Furniture	LRB Office	Black 4 Drawer File Cabinet	Hon			LTSA
5			Serviceable		OE	10341	Office Furniture	LRB Office	Large tan 2 drawer file cabinet	Hon			LTSA
6			Serviceable		OE	10342	Office Furniture	LRB Office	Large black 2 drawer file cabinet	Hon			LTSA
7			Serviceable		OE	10343	Office Furniture	LRB Office	Small White 2 drawer File Cabinet				LTSA
8			Serviceable		OE	10346	Office Furniture	LRB Office	Wood Grain Book Shelf				LTSA
9			Serviceable		OE	10347	Office Furniture	LRB Office	Blue and Black desk chair		28021		LTSA
10			Serviceable		OE	10349	Office Furniture	LRB Office	Brown 2 drawer end table				LTSA
11			Serviceable		OE	no tag	Office Equipment	LRB Office	24"X18" Corkboard				LTSA
12			Serviceable		OE	no tag	Office Equipment	LRB Office	24"X18" Corkboard				LTSA
13			Serviceable		OE	no tag	Office Equipment	LRB Office	Gray Key box	Keymaster			LTSA
14			Serviceable		OE	10366	Computer Equipment	LRB Office	Desk Top Computer	Compaq	Presario - 5184		LTSA
15			Serviceable		OE	10446	Office Equipment	Unknown	Overhead Projector	Beseler Vu-graph			LTSA
16			Serviceable		OE	10367	Office Furniture	LRB Office	Black Desk Chair		350205345209		LTSA
17			Serviceable		OE		Office Equipment	LRB Office	Corkboard 24"X48"				LTSA
18			Serviceable		OE		Office Equipment	LRB Office	Corkboard 24"X48"				LTSA
19			Serviceable		OE	5082	Office Equipment	707 Nevada	Digital Camera	Kodak	DC240	EKL00807801	Transportation
20			Serviceable		OE	10363	Office Furniture	LRB Office	Folding Chair-Brown Metal <i>(replaced with new blue chairs)</i>				LTSA
21			Serviceable		OE	10364	Office Furniture	LRB Office	Folding Chair-Brown Metal <i>(replaced with new blue chairs)</i>				LTSA
22			Serviceable		OE	10352	Office Equipment	LRB Office	Microwave	Panasonic			LTSA
23			Serviceable		OE	10353	Office Equipment	LRB Office	Refrigerator- White in color	General Electric			LTSA
24			Serviceable		SE	5079	Service Equipment	LRB Shop	5 gallon gas can	Rubber Made Essence			LTSA
25			Serviceable		SE	5071	Service Equipment	LRB Shop	Mobile Engine Crane Hoist 2 tons				LTSA
26			Serviceable		SE	no tag	Service Equipment	LRB Shop	Shop Light - Tree Stand	DC			LTSA
27			Serviceable		SE	no tag	Service Equipment	LRB Shop	Shop Light - Tree Stand	DC			LTSA
28			Serviceable		SE	no tag	Service Equipment	LRB Shop	Shop Light - Floor				LTSA
29			Serviceable		SE	5072	Service Equipment	LRB Shop	Hydraulic Floor Jack, 10 ton capacity	Lincoln Jade Walker			LSTA
30			Serviceable		SE	10369	Service Equipment	LRB Shop	Utility Cart-Gray	Rubber Made			LTSA
31			Serviceable		SE	5085	Facility Equipment	LRB Shop	Ladder-8 foot	Keller	978		LTSA
32			Serviceable		SE	10461	Service Equipment	LRB Shop	Barrel Holder- Aluminum - 4 Barrel				LTSA
33			Serviceable		SE	10462	Service Equipment	LRB Shop	Barrel Holder - Aluminum, 2 Barrels				LTSA
34			Serviceable		SE	5074	Service Equipment	LRB Shop	Yellow Fire Resistant Cabinet	Eagle	1962		LTSA
35			Serviceable		SE	10372	Service Equipment	LRB Shop	2- Barrel Holder - Yellow Plastic, 4 ea.	Eagle	1612		LTSA
36			Serviceable		SE	5081	Office Equipment	LRB Office	TV-VCR Combo	Emerson			LTSA
37			Serviceable		SE	10374	Service Equipment	LRB Shop	Small Utility Cart - Gray				LTSA
38			Serviceable		SE	10368	Service Equipment	LRB Shop	Hand Truck	Dayton	1W617B		LTSA
39			Serviceable		SE	10370	Service Equipment	LRB Shop	Barrel hand truck	Dayton	4ZJ23		LTSA
40			Serviceable		SE	10371	Office Furniture	LRB Shop	Black Shop Cabinet	Tennsco			LTSA
41			Serviceable		SE	10463	Service Equipment	LRB Shop	Shop Creeper	United			LTSA
42			Serviceable		SE	10468	Service Equipment	LRB Shop	Jack Stands 10 tons				LTSA
43			Serviceable		SE	10469	Service Equipment	LRB Shop	Jack Stand 10 Ton				LTSA
44			Serviceable		SE	no tag	Service Equipment	LRB Shop	Wheel Chocks - set of 4				LTSA
45			Serviceable		SE	5163	Service Equipment	LRB Shop	Tubeless Rim Holder -- Red				LTSA
46			Serviceable		SE	10466	Service Equipment	LRB Bus Wash	Tool Chest 5 Drawer				LTSA
47			Serviceable		OE	no tag	Office Equipment	LRB Office	Paper Hole Punch - 3 Ring	Acco	74350		LTSA
48			Serviceable		OE	no tag	Office Equipment	LRB Office	Paper Hole Punch - 2 Ring	Acco	Model 19		LTSA

Lassen Transit Service Agency Fixed Asset Inventory List

No.	Purchase Date	Date Released	Disposition	Cost	Asset Class	Tag Number	Asset Type	Location	Description	Make	Model	Serial Number	Dept.
49			Serviceable		OE	5069	Communications Equip.	LRB Office	Base Radio	Kenwood	TKB	41100018	LTSA
50			Serviceable		OE	no tag	Office Equipment	LRB Office	Wall Clock	Sunbeam			LTSA
51			Serviceable		ST		Shop Tool	Unknown	3/8 Ratchet	Craftsman			LTSA
52			Serviceable		ST		Shop Tool	LRB Shop	3/8" Ratchet	Craftsman			LTSA
53			Serviceable		ST		Shop Tool	Unknown	Socket: 1/2 to 3/4 inch adapter	Craftsman			LTSA
54			Serviceable		ST		Shop Tool	LRB Shop	Nut Drivers - Metric: 5, 6, 7, 8, 9mm	Craftsman			LTSA
55			Serviceable		ST		Shop Tool	LRB Shop	Nut Drivers - Standard: 3/16, 1/4, 5/16, 11/32, 3/8	Craftsman			LTSA
56			Serviceable		ST		Shop Tool	LRB Shop	Ratchet Wrenches: 7/8-11/16; 3/4-5/8; 9/16-1/2, 7/16-3/8	Craftsman			LTSA
57			Serviceable		ST		Shop Tool	LRB Shop	Phillips Srewdriver 7 pc. Set (6/22/11 - 3 pc.)				LTSA
58			Serviceable		ST		Shop Tool	LRB Shop	Flat Screwdrivers - 8 pc. Various				LTSA
59			Serviceable		ST		Shop Tool	LRB Shop	Torx Screwdriver - 8 pc. Set (6/22/11 - 4 pc.)				LTSA
60			Serviceable		ST		Shop Tool	LRB Shop	Scissors: 4.5": 8"				LTSA
61			Serviceable		ST		Shop Tool	LRB Shop	Strap Wrench				LTSA
62			Serviceable		ST		Shop Tool	LRB Shop	Filter Wrenches				LTSA
63			Serviceable		ST		Service Equipment	LRB Shop	Bench Grinder - 7 inch	Dayton			LTSA
64			Serviceable		ST		Shop Tool	LRB Shop	Riviter	Big Bertha			LTSA
65			Serviceable		ST	10456	Shop Tool	Unknown	Impact Socket - 1 set				LTSA
66			Serviceable		ST		Shop Tool	Unknown	3/8" Electric Drill	Makita			LTSA
67			Serviceable		ST	10455	Shop Tool	LRB Shop	Impact Wrench 1/2" Drive	Universal	UT 2110B	99D0C143	LTSA
68			Serviceable		ST		Shop Tool	Unknown	Soldering Iron				LTSA
69			Serviceable		ST		Shop Tool	Unknown	Wheel Seal Tool - Installation Tool				LTSA
70			Serviceable		ST		Service Equipment	LRB Shop	Welder - Stick	Lincoln			LTSA
71			Serviceable		ST	10471	Shop Tool	LRB Shop	Grease Gun - Air Assisted for 5 gallon containers	Lincoln			LTSA
72			Serviceable		ST		Shop Tool	LRB Shop	Oil Cans - Various Sizes				LTSA
73			Serviceable		ST		Service Equipment	LRB Shop	Mop Squeezers--2 Units				LTSA
74			Serviceable		ST		Service Equipment	LRB Shop	Funnels -- 6 various sizes				LTSA
75			Serviceable		ST		Service Equipment	LRB Shop	Jack Stands, 2 units - 6 ton Capacity				LTSA
76			Serviceable		ST		Shop Tool	Unknown	Wire Stripper				LTSA
77			Serviceable		ST		Shop Tool	LRB Shop	Caulk Gun 2 Units				LTSA
78			Serviceable		ST		Shop Tool	Unknown	Tie Rod End Fork				LTSA
79			Serviceable		ST		Shop Tool	LRB Shop	Battery Load Tester				LTSA
80			Serviceable		ST		Shop Tool	LRB Shop	1 " Drive Impact Wrench	Ingersol-Rand	285A-6	102H	LTSA
81			Serviceable		ST	10454	Shop Tool	LRB Shop	Tap and Die Set - Sizes: 1/4-1/2 (in increments of 1/16)	Irwin	Hanson	24612	LTSA
82			Serviceable		ST		Service Equipment	LRB Shop	Gear Oil Pump				LTSA
83			Serviceable		ST		Service Equipment	LRB Shop	Barrel Pump- 2 units				LTSA
84			Serviceable		ST		Service Equipment	LRB Shop	Mop Bucket 3 Units				LTSA
85			Serviceable		ST		Service Equipment	LRB Shop	Push Broom - 2 units				LTSA
86			Serviceable		ST		Service Equipment	LRB Shop	Welding Helmet				LTSA
87			Serviceable		ST		Shop Tool	LRB Shop	Socket Set Wheen Nut: (1) 4 1/8"				LTSA
88			Serviceable		ST		Shop Tool	LRB Shop	Socket: 1 5/16"; 1 1/2"; 2 3/16"				LTSA
89			Serviceable		ST		Service Equipment	LRB Shop	Torch Set Oxygen Aceteline				LTSA
90			Serviceable		ST		Service Equipment	LRB Shop	Face Shield				LTSA
91			Serviceable		ST		Service Equipment	LRB Shop	Funnel - Barrel Top				LTSA
92			Serviceable		SE	10467	Service Equipment	LRB Bus Wash	Tool Chest - 5 Drawer				LTSA
93			Serviceable		OE	10476	Office Equipment	LRB Shop	Dirt Devil Vaccum				LTSA
94			Serviceable		SE	5080	Service Equipment	LRB Shop	5.5 Ton Floor Jack	Ausco	5-51310		LTSA
95			Serviceable		OE		Office Furniture	LRB Office	Desk				LTSA
96			Serviceable		OE		Office Furniture	LRB Office	Desk				LTSA
97			Serviceable		OE		Office Furniture	LRB Office	Desk				LTSA
98			Serviceable		OE	5084	Office Equipment	LRB Office	TV	Sanyo			LTSA

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No.	Purchase Date	Date Released	Disposition	Cost	Asset Class	Tag Number	Asset Type	Location	Description	Make	Model	Serial Number	Dept.
99			Serviceable		OE	10445	Office Equipment	Unknown	Projector	Kodak	4600		LTSA
100	7/1/2004		Serviceable	\$26,800.00	SE		Shop Equipment	LRB Shop	Heavy Duty 60,000 lb. capacity Above Ground Lift System	Ari-Hetra	HDML-8	3030488	LTSA
101	7/1/2004		Serviceable		SE		Shop Equipment	LRB Shop	Heavy Duty Jack Stands	Ari-Hetra			LTSA
102	2/22/2007		Serviceable	\$3,002.84	SE	5169	Diagnostic Tool	LRB Office	Genisys Heavy Duty Scanner with Protective Case	SPX-OTC	3653 HD	MFE24656414	LTSA
103	2/22/2007		Serviceable	incl.	SE	5170	Diagnostic Tool	LRB Office	Class 2 Transformer PS Output: 12V DC 1500mA	SPX-OTC/GlobTek, Inc.	P/N 3421-04	WD1E1500LCP-N	LTSA
104	2/22/2007		Serviceable	incl.	SE	5171	Diagnostic Tool	LRB Office	Heavy Duty Standard OTC Smart Card	SPX-OTC	N/A	none	LTSA
105	2/22/2007		Serviceable	incl.	SE	5172	Diagnostic Tool	LRB Office	USA 2005 Domestic w/ Pathfinder OTC Smart Card	SPX-OTC	N/A	none	LTSA
106	2/22/2007		Serviceable	incl.	SE	5173	Diagnostic Tool	LRB Office	USA 2005 Asian w/ Pathfinder OTC Smart Card	SPX-OTC	N/A	none	LTSA
107	2/22/2007		Serviceable	incl.	SE	5174	Diagnostic Tool	LRB Office	USA 2004 ABS w/ Pathfinder OTC Smart Card	SPX-OTC	N/A	none	LTSA
108	2/22/2007		Serviceable	incl.	SE	5175	Diagnostic Tool	LRB Office	USB Card Reader/Writer w/Case	SPX-OTC-USB	CF Card Reader	201958	LTSA
109	2/22/2007		Serviceable	incl.	SE	5176	Diagnostic Tool	LRB Office	Male to Female 6 inch USB Cable	SPX-OTC-USB	M/F USB Cable	none	LTSA
110	2/22/2007		Serviceable	incl.	SE	5177	Diagnostic Tool	LRB Office	OTC Genisys System 2.0 User Guide	SPX-OTC	P/N 533461	none	LTSA
111	2/22/2007		Serviceable	incl.	SE	5178	Diagnostic Tool	LRB Office	OTC Genisys Scan Tool Software Install & Update Guide	SPX-OTC	P/N 534168	none	LTSA
112	2/22/2007		Serviceable	incl.	SE	5179	Diagnostic Tool	LRB Office	OTC Genisys HD Scan Diagnostics User Guide	SPX-OTC	P/N 539921 C	none	LTSA
113	2/22/2007		Serviceable	incl.	SE	5180	Diagnostic Tool	LRB Office	OTC Next Gen. Info Sys. Application Software V5.1 w/case	SPX-OTC	P/N 534143, Rev. E	none	LTSA
114	2/22/2007		Serviceable	incl.	SE	5181	Diagnostic Tool	LRB Office	OTC Genisys System Ford II Cable	SPX-OTC	P/N 3305-58	none	LTSA
115	2/22/2007		Serviceable	incl.	SE	5182	Diagnostic Tool	LRB Office	OTC Genisys System Power Cable	SPX-OTC	P/N 3305-72	none	LTSA
116	2/22/2007		Serviceable	incl.	SE	5183	Diagnostic Tool	LRB Office	OTC Genisys System Extension Cable	SPX-OTC	P/N 3305-71	none	LTSA
117	2/22/2007		Serviceable	incl.	SE	5184	Diagnostic Tool	LRB Office	OTC Genisys System Smart Cable	SPX-OTC	P/N 3305-73	none	LTSA
118	2/22/2007		Serviceable	incl.	SE	5185	Diagnostic Tool	LRB Office	OTC Genisys System Ford III Cable	SPX-OTC	P/N 3305-84	none	LTSA
119	2/22/2007		Serviceable	incl.	SE	5186	Diagnostic Tool	LRB Office	OTC Genisys System Chrysler Cable	SPX-OTC	P/N 212635	none	LTSA
120	2/22/2007		Serviceable	incl.	SE	5187	Diagnostic Tool	LRB Office	OTC Genisys System Battery Adapter	SPX-OTC	P/N 212638	none	LTSA
121	2/22/2007		Serviceable	incl.	SE	5188	Diagnostic Tool	LRB Office	OTC Genisys System Chrysler III Cable	SPX-OTC	P/N 3305-65	none	LTSA
122	2/22/2007		Serviceable	incl.	SE	5189	Diagnostic Tool	LRB Office	OTC Genisys System GM TPI Cable	SPX-OTC	P/N 212653	none	LTSA
123	2/22/2007		Serviceable	incl.	SE	5190	Diagnostic Tool	LRB Office	OTC Genisys System GM Cable	SPX-OTC	P/N 212633	none	LTSA
124	2/22/2007		Serviceable	incl.	SE	5191	Diagnostic Tool	LRB Office	OTC Genisys System J1962 Deutsch 9-pin Cable	SPX-OTC	P/N 3421-81	none	LTSA
125	2/22/2007		Serviceable	incl.	SE	5192	Diagnostic Tool	LRB Office	OTC Genisys System J1962 Deutsch 6-pin Cable	SPX-OTC	P/N 3421-80	none	LTSA
126	Unk		Serviceable		CE	4192	Computer	LRB Shop	HP/Compaq dc7700 Small Form Factor	HP/Compaq	dc7700SFF	MXL7120983	
127	Unk		Serviceable		CE	1209	Computer Equipment	LRB Shop	19" Computer Monitor	Cornerstone	P1500	G9A1I9566	
128	Unk		Serviceable		CE	10480	Computer Equipment	LRB Shop	Computer Keyboard	HP	KB-0316	B22AAoAVBU3LV4	
129	3/26/2007		Serviceable	\$961.31	RE		Communications Equip.	Shaffer Mountain	155.8 6° Tit Antenna				
130	5/24/2007		Serviceable	\$527.94	SE	5193	Shop Furniture	LRB Bus Wash	Blue Roll-Away Cabinet (received damaged)		CAM503		
131	7/20/2007		Serviceable	\$16.50	SE		Shop Furntiure	LRB Shop	MSDS Information Center sign			49419	
132	7/20/2007		Serviceable	\$223.21	SE	5174	Shop Furniture	LRB Shop	MSDS Information Center Cabinet with Info Binder		1003664	45889	
133	8/23/2007		Serviceable	N/C	SE	5193	Shop Furniture	LRB Shop	Blue Roll-Away Cabinet (replacement)		CAM503		
134	11/30/2007		Serviceable	\$947.76	RE		Communications Equip.		136-174 MHZ, 50W, 512CH Mobile Radio	Kenwood	tk7180HK	90701148-90701213	
135	8/12/2008		Serviceable	\$161.99	CE		Computer Equipment	LRB Shop	1000 VA Tower Rack UPS			F6C1000-TW-RK	
136			Serviceable		SE	10464	Shop Equipment	LRB Shop	Barral Drum Lifter	Wesco	EDL-5		
137			Serviceable		SE		Shop Equipment	LRB Shop	Shop Rag Dumpster/Container	Eagle	910-FL		
138			Serviceable		SE		Shop Equipment	LRB Shop	Wheel Tire Dolly				
139			Serviceable		SE		Shop Equipment	LRB Shop	Portable Hydraulic Dual Wheel Tire Hoist				
140			Serviceable		SE		Shop Equipment	LRB Shop	High Velocity 30" Floor Fan	Air King			
141			Serviceable		SE		Shop Equipment	LRB Shop	Eye Wash Station	Haws	9100		
142	11/1/2013		Serviceable	\$3,761.86		10477	Shop Equipment	LRB Shop	Welder	Millermatic	252 200-208/230V	MIL951066	LTSA
143	8/28/2014		Serviceable	\$78,578.90			Office Equipment	LRB Office	Back Up Generator	Generac	QT130 (Bisque) 130kW 60Hz	SGM32B9K4	LTSA
144	3/3/2015	6/3/2020	Unserviceable	\$1,320.00			Bus Equipment	LRB Bus	Drevo 7" Touch Screen MDT with GPS, Cellular Comms	Drevo	C4Trak	#70030000006192	LTSA
145	3/3/2015	6/3/2020	Unserviceable	\$1,320.00			Bus Equipment	LRB Bus	Drevo 7" Touch Screen MDT with GPS, Cellular Comms	Drevo	C4Trak	#70030000006115	LTSA
146	3/3/2015	6/3/2020	Unserviceable	\$1,320.00			Bus Equipment	LRB Bus	Drevo 7" Touch Screen MDT with GPS, Cellular Comms	Drevo	C4Trak	#70030000005863	LTSA
147	3/3/2015	6/3/2020	Unserviceable	\$1,320.00			Bus Equipment	LRB Bus	Drevo 7" Touch Screen MDT with GPS, Cellular Comms	Drevo	C4Trak	#70040000018695	LTSA
148	3/3/2015	6/3/2020	Unserviceable	\$1,320.00			Bus Equipment	LRB Bus	Drevo 7" Touch Screen MDT with GPS, Cellular Comms	Drevo	C4Trak	#70030000006193	LTSA

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149	3/3/2015	6/3/2020	Unserviceable	\$1,320.00			Bus Equipment	LRB Bus	Drevo 7" Touch Screen MDT with GPS, Cellular Comms	Drevo	C4Trak	#70030000005950	LTSA
150	3/3/2015	6/3/2020	Unserviceable	\$1,320.00			Bus Equipment	LRB Bus	Drevo 7" Touch Screen MDT with GPS, Cellular Comms	Drevo	C4Trak	#70030000006194	LTSA
151	3/3/2015	6/3/2020	Unserviceable	\$1,320.00			Bus Equipment	LRB Bus	Drevo 7" Touch Screen MDT with GPS, Cellular Comms	Drevo	C4Trak	#70030000005869	LTSA
152	3/3/2015	6/3/2020	Unserviceable	\$1,320.00			Bus Equipment	LRB Bus	Drevo 7" Touch Screen MDT with GPS, Cellular Comms	Drevo	C4Trak	#70040000012003	LTSA
153	3/3/2015	6/3/2020	Unserviceable	\$1,320.00			Bus Equipment	LRB Bus	Drevo 7" Touch Screen MDT with GPS, Cellular Comms	Drevo	C4Trak	#70030000005953	LTSA
154	11/23/2016		Serviceable	\$9,775.83			Shop Equipment	LRB Shop	ARI Hetra Lifts	Ari-Hetra	HDML-8-4-AE	AL00818873J	LTSA
155	11/23/2016		Serviceable	\$9,775.83			Shop Equipment	LRB Shop	ARI Hetra Lifts	Ari-Hetra	HDML-8-4-AE	AL00818874J	LTSA
156	11/23/2016		Serviceable	\$9,775.83			Shop Equipment	LRB Shop	ARI Hetra Lifts	Ari-Hetra	HDML-8-4-AE	AL00818871J	LTSA
157	11/23/2016		Serviceable	\$9,775.83			Shop Equipment	LRB Shop	ARI Hetra Lifts	Ari-Hetra	HDML-8-4-AE	AL00818872J	LTSA
158	1/3/2017		Serviceable	\$4,081.00			Security Equipment	LRB Yard	12 Security Lights	Lithonia Lighting	5 400 Watt TWH LED, 3 150 Watt OLWX2 LED and 2 20 Watt OLWX1	2017-01; 2017-02; 2017-03; 2017-04; 2017-05; 2017-06; 2017-07; 2017-08; 2017-09; 2017-10; 2017-11; 2017-12	LTSA
159	3/7/2017		Serviceable	\$2,216.84			Shop Equipment	LRB Shop	ARI Mobile Dolly	Ari-Hetra	AH-20330		LTSA
160	3/7/2017		Serviceable	\$1,664.40			Shop Equipment	LRB Shop	4 Mobile Support Stands	Ari-Hetra	AB-6-12		LTSA
161	5/1/2017		Serviceable	\$2,505.00			Security Equipment	LRB Yard	7 Security Lights	Lithonia Lighting	6 40 Watt OLWX1 and 1 150 Watt OLWX2	2017-13; 2017-14; 2017-15; 2017-16; 2017-17; 2017-18; 2017-19	LTSA
162	6/2/2017		Serviceable	\$6,890.81			Service Equipment	Pool Bus Stop	9' High Peak Bus Shelter with bench, trash and solar lights	Tolar MFG	Sierra High Peak	27154	LTSA
163	11/6/2017		Serviceable	\$8,196.00			Bus Equipment	LRB Office	11 Fare boxes with 12 vaults	Diamond Manufacturing	Model XV	Fare Boxes: #16617 - 16622; Vaults #11-22	LTSA
164	2/2/2018		Serviceable	\$936.97			Diagnostic Tool	LRB Shop	KIT, Datalink Adapter for diagnostic	Cummins		5299899	LTSA
165	2/5/2018		Serviceable	\$2,190.00			Bus Equipment	LRB Office	6 vaults for fare boxes	Diamond Manufacturing	Vaults for fare box model XV	23-28	LTSA
166	2/23/2018		Serviceable	\$49,435.94			Security Equipment	LRB Bus	11 Security Camera System for fleet	Safety Vision	4100 HVR with cameras (4 per bus)	See Invoice 606169-IN	LTSA
167	3/8/2018		Serviceable	\$4,747.15			Security Equipment	LRB Office	Server and access point for security camera system	Safety Vision	Power Edge T330	Server: D5N09N2; Access points see Invoice 606475-In	LTSA
168	1/18/2019	7/9/2020	Serviceable	\$1,179.74			Bus Wash equipment	LRB Bus Wash	Air Compressor	Ingersol-Rand	TS5	NAR10475344	LTSA
169	2/13/2019		Serviceable	\$9,254.35			Service Equipment	Riverside Bus Stop	13' High Peak Bus Shelter with bench, trash, solar light and map case	Tolar MFG	Sierra High Peak	29055	LTSA
170	2/13/2019		Serviceable	\$7,643.97			Service Equipment	Museum Bus Stop	9' High Peak Bus Shelter with bench, trash, solar lights and map case	Tolar MFG	Sierra High Peak	29054	LTSA
171	7/9/2019		Serviceable	\$469.86			Office Equipment	LRB Office	TV screen for map display in office	Phillips		ME1A1914134971	LTSA
172	1/17/2020		Serviceable	\$1,679.50			Service Equipment	LRB Yard	Trailer	Carry-on Trailer Corp	5.5x10GWHDP	4YMBU1015LN004562	LTSA
173	Jan 2020		Unserviceable	\$0.00			Office Furniture	LRB Office	Desk				LTSA
174	Jan 2020		Unserviceable	\$0.00			Office Furniture	LRB Office	Desk				LTSA
175	Jan 2020		Unserviceable	\$0.00			Office Furniture	LRB Office	Set of 4 Chairs				LTSA
176	3/1/2018		Serviceable	\$3,750.00			Bus Equipment	LRB Office	Vaults	Diamond Manufacturing	Vaults for fare box model XV	#1-10	LTSA
177	June of 2019		Serviceable	\$900.00			Wash Equipment	LRB Bus Wash	Pump in bus wash pit X3	ARO	See Manual for Exact Model Chart	66605X-X	LTSA
178	8/8/2020		Serviceable	\$269.99			Service Equipment	LRB YARD	Lawn Mower	Club Cadet	961120084 00	010610M 000422	LTSA
179	8/8/2020		Serviceable	\$169.99			Service Equipment	LRB YARD	Weed Eater	Club Cadet	BC280	1A169DF1368	LTSA
180	7/1/2020		Serviceable	\$6,873.45			Service Equipment	LRB Shop	Air Compressor	Quincy Compressor	MODEL,BMQT15ST	UTY709689	LTSA
181	7/1/2020		Serviceable	\$1,935.25			Service Equipment	LRB Shop	Air Dryer	Quincy Compressor	4102002473	ITJ221271	LTSA
182	9/16/2020		Serviceable	\$981.26			Service Equipment	LRB Shop	One Man Auger w/ 5" blade, w/ 18" extension	Stihl	BT131	524759703	LTSA
183	8/1/2020		Serviceable	\$3.76			Service Equipment	LRB Office	5 lb Plate x4				LTSA
184	July of 2020		Serviceable				Service Equipment	LRB Office	10'x10' Easy Up Canonpy				LTSA
185	8/1/2020		Serviceable	\$29.88			Service Equipment	LRB Office	Camp Chair x2				LTSA
186	6/3/2020		Serviceable	\$1,896.00			Bus Equipment	LRB Bus 19	Vehicle logic Unit (VLU), incl 7" LCD screen/tablet, mounting kit, and cables			779HA66384042	LTSA
187	6/3/2020		Serviceable	\$1,896.00			Bus Equipment	LRB Bus 20	Vehicle logic Unit (VLU), incl 7" LCD screen/tablet, mounting kit, and cables			779HA66384070	LTSA

Lassen Transit Service Agency Fixed Asset Inventory List

No.	Purchase Date	Date Released	Disposition	Cost	Asset Class	Tag Number	Asset Type	Location	Description	Make	Model	Serial Number	Dept.
188	6/3/2020		Serviceable	\$1,896.00			Bus Equipment	LRB Bus 21	Vehicle logic Unit (VLU), incl 7" LCD screen/tablet, mounting kit, and cables			779HA66384012	LTSA
189	6/3/2020		Serviceable	\$1,896.00			Bus Equipment	LRB Bus 22	Vehicle logic Unit (VLU), incl 7" LCD screen/tablet, mounting kit, and cables			779HA66384285	LTSA
190	6/3/2020		Serviceable	\$1,896.00			Bus Equipment	LRB Bus 23	Vehicle logic Unit (VLU), incl 7" LCD screen/tablet, mounting kit, and cables			779HA66384013	LTSA
191	6/3/2020		Serviceable	\$1,896.00			Bus Equipment	LRB Bus 24	Vehicle logic Unit (VLU), incl 7" LCD screen/tablet, mounting kit, and cables			779HA66384137	LTSA
192	6/3/2020		Serviceable	\$1,896.00			Bus Equipment	LRB Bus 25	Vehicle logic Unit (VLU), incl 7" LCD screen/tablet, mounting kit, and cables			779HA66384144	LTSA
193	6/3/2020		Serviceable	\$1,896.00			Bus Equipment	LRB Bus 26	Vehicle logic Unit (VLU), incl 7" LCD screen/tablet, mounting kit, and cables			779HA66384052	LTSA
194	6/3/2020		Serviceable	\$1,896.00			Bus Equipment	LRB Bus 101	Vehicle logic Unit (VLU), incl 7" LCD screen/tablet, mounting kit, and cables			779HA66384145	LTSA
195	6/3/2020		Serviceable	\$1,896.00			Bus Equipment	LRB Bus 102	Vehicle logic Unit (VLU), incl 7" LCD screen/tablet, mounting kit, and cables			779HA66384074	LTSA
196	6/3/2020		Serviceable	\$1,896.00			Bus Equipment	LRB Bus 103	Vehicle logic Unit (VLU), incl 7" LCD screen/tablet, mounting kit, and cables			779HA66384064	LTSA
197	6/3/2020		Serviceable	\$914.00			Bus Equipment	LRB Bus	Interior Digital Signs	Hanover	L057AMB	20003628US	LTSA
198	6/3/2020		Serviceable	\$914.00			Bus Equipment	LRB Bus	Interior Digital Signs	Hanover	L057AMB	20003629US	LTSA
199	6/3/2020		Serviceable	\$914.00			Bus Equipment	LRB Bus	Interior Digital Signs	Hanover	L057AMB	20003630US	LTSA
200	6/3/2020		Serviceable	\$914.00			Bus Equipment	LRB Bus	Interior Digital Signs	Hanover	L057AMB	20003631US	LTSA
201	6/3/2020		Serviceable	\$914.00			Bus Equipment	LRB Bus	Interior Digital Signs	Hanover	L057AMB	20003632US	LTSA
202	6/3/2020		Serviceable	\$914.00			Bus Equipment	LRB Bus	Interior Digital Signs	Hanover	L057AMB	20003633US	LTSA
203	6/3/2020		Serviceable	\$914.00			Bus Equipment	LRB Bus	Interior Digital Signs	Hanover	L057AMB	20003634US	LTSA
204	6/3/2020		Serviceable	\$914.00			Bus Equipment	LRB Bus	Interior Digital Signs	Hanover	L057AMB	20003635US	LTSA
205	6/3/2020		Serviceable	\$914.00			Bus Equipment	LRB Bus	Interior Digital Signs	Hanover	L057AMB	20003636US	LTSA
206	6/3/2020		Serviceable	\$914.00			Bus Equipment	LRB Bus	Interior Digital Signs	Hanover	L057AMB	20003637US	LTSA
207	6/3/2020		Serviceable	\$914.00			Bus Equipment	LRB Bus	Interior Digital Signs (Bus #24)	Hanover	L060J1708	20003678US	LTSA
208													LTSA



## **Attachment D - Addendum #1 to RFP Lassen Transit Service Agency Response to Request for Proposal Questions**

Lassen Rural Bus Operations  
September, 2020

### Staffing/Training:

Our Paratransit Services team currently has 5 full time drivers and 3 part time drivers. We have 1 part time dispatcher/driver, 2 maintenance techs, 1 on-call mechanic, 1 Operations Supervisor and 1 General Manager.

We have a new driver Wayne Bias that will start his training Monday Sept 14, and will be available to start driving after our 80 hour training course.

The Lassen Rural Bus Team as of now has 13 Drivers who could respond should the need arise for any evacuations, or to assist with medical transport. As one of our drivers is still unable to attend work do to being part of our AT RISK population for COVID-19.

### Community Outreach:

As you know we are using Face book and at the boards direction have been looking for someone (over the age of 18 but knows and is excited to assist us with getting setup and maintaining our social media plat forms including Face book, Instagram, Twitter, You Tube, We Chat, Q Zone, and Tumbler to name a few. We have had great success with our Google Business adds the ability to track the usages of the page which is great.

We will be at the Farmers Market Saturday Sept 19 for the finale Farmers Market Sandra Horst's request. We have had a lot of fun being there and look forward to future community events. We had the drawing for our raffle of our 100.00 give away. The one that wound up being drawn was in the booth next to us.

### Routes/Schedules/Stops:

We announced our Eagle Lake Route at our last Rotary meeting and got some interested ones that may be riding on the 19<sup>th</sup>. We are continuing to work on getting more of our bus stop signs. Three stops have been marked and USA Dig has been notified. Our goal is to get at least 3 done a week. We are excited about starting the trial runs of the West Co Extension and the City Route Express next month.

### Equipment and Maintenance:

All buses are current with required maintenance and inspections.

We are still disinfecting the buses 6 times a day, after each route the buses are cleaned and sanitized in preparation for the next route.

The current inventory of buses includes:

- 3 – Large Cutaway buses.
- 5 – ARBOC Cutaway buses
- 3 – 40' Gillig Commuter buses.

Caleb J. Schortz  
General Manager  
Paratransit Services - Operator of Lassen Rural Bus

Lassen Rural Bus Operations  
November, 2020

Staffing/Training:

Our Paratransit Services team currently has 5 full time drivers and 5 part time drivers. We have 1 part time dispatcher/driver, 2 maintenance techs, 1 on-call mechanic, 1 Operations Supervisor and 1 General Manager.

We are searching for 4 new drivers to join our team. We have raised the hiring wage to 15.00 to start and are offering a \$1,500.00 hiring bonus. The Lassen Rural Bus Team as of now has 15 Drivers who could respond should the need arise for any evacuations, or to assist with medical transport. As one of our drivers is still unable to attend work do to being part of our AT RISK population for COVID-19.

Community Outreach:

We had the opportunity to participate in the Safe and Sane Halloween trick or treating at Memorial Park where we served over 1100 kids candy, LRB Frisbee's & all the kids favorite LRB bubbles.

We also proudly supported SEMSA in their breast cancer awareness T shirt campaign in October and we wanted to thank you for approving that in September.

Some of our local elementary schools are starting a Coat Drive and we would like to participate in that with putting a basket or a box on at least our City Route and our City Express Route to assist under privileged kids in keeping warm and toasty.

Routes/Schedules/Stops:

We are continuing to work on getting more of our bus stop signs. We have installed 12 Bus Stop Signs so far and are eager to continue with the next 3 installations, next week. We would like to get as many in as possible before the ground gets too much moisture and begins to freeze. Our City Route Express and West County Extension are up and running and our community is very excited especially for the City Express Route.

Equipment and Maintenance:

All buses are current with required maintenance and inspections. We have gone through and tested all the heaters in the buses and all the snow chains and drop chains for each of the buses.

We are still disinfecting the buses 6 times a day, after each route the buses are cleaned and sanitized in preparation for the next route.

The current inventory of buses includes:

- 3 – Large Cutaway buses.
- 5 – ARBOC Cutaway buses
- 3 – 40' Gillig Commuter buses.

Caleb J. Schortz  
General Manager  
Paratransit Services - Operator of Lassen Rural Bus

Lassen Rural Bus Operations  
January, 2021

Staffing/Training:

Our Paratransit Services team currently has 5 full time drivers and 5 part time drivers. We have 1 part time dispatcher/driver, 2 maintenance techs, 1 on-call mechanic, 1 Operations Supervisor and 1 General Manager.

We are happy to announce we hired 3 new drivers, but lost one do to family concerns that forced him to move back to Modesto. The Lassen Rural Bus Team as of now still has 15 Drivers who could respond should the need arise for any evacuations, or to assist with medical transport. As one of our drivers is still unable to attend work do to being part of our AT RISK population for COVID-19. We hope the 2 drivers will be fully trained by the second week of February.

Community Outreach:

We were so proud and absolutely thrilled to be part of Holiday with a Hero this year. We had 4 ARBOCS our smaller city route buses that each carried Santa, some cheerleaders, drill team members and dancers to each of the addresses. The response from the families and the kids we were able to support was amazing. Tears of joy were experienced at each stop.

Routes/Schedules/Stops:

We installed a total of 18 Bus Stop Signs within city limits last year. We are excited to get the last 4 installed on Ash and will apply for the Cal Trans permit next month and then start moving out to the county to get those bus stop signs installed as well.

The base commander reached out to us December 17<sup>th</sup> and requested that we do not bring passengers on to the base with the bus for 30 days due to the rampant spread of COVID in the van pools.

Sage Stage has stopped service between Alturas, Susanville and Reno as of Monday January 4<sup>th</sup> due increased COVID cases through California and Nevada and shortage of drivers. There is no scheduled date as of now when service will resume, but they hope to continue as soon as possible.

Equipment and Maintenance:

All buses are current with required maintenance and inspections. We had our CHP Terminal Inspection on December 4<sup>th</sup> and it was another successful inspection. The inspector said our fleet looked great and thanked our mechanics for making their job so easy. All of our paperwork is clean neat and in order. They schedule 2 days to do the inspection but because we have everything organized so well they were able to complete it in one day.

Shopping Carts: We returned over 350 carts since we started retuning carts August of last year. We are grateful for the opportunity to contribute to our community being kept clean and in helping keep costs at our stores lower by returning the carts. There are a couple cart recoveries that we are planning this week that will require a couple people and some rope, but we will get them and get them back where they go.

We are still disinfecting the buses 6 times a day, after each route the buses are cleaned and sanitized in preparation for the next route.

The current inventory of buses includes:

- 3 – Large Cutaway buses.
- 5 – ARBOC Cutaway buses
- 3 – 40' Gillig Commuter buses.

Caleb J. Schortz  
General Manager  
Paratransit Services - Operator of Lassen Rural Bus



# **Attachment F - Addendum #1 to RFP**

## **Lassen Transit Agency Response to Request for Proposal Questions**

### **Lassen Transit Service Agency's ADA Paratransit Plan**

For

Lassen Rural Bus System

The Lassen Rural Bus (LRB) provides a variety of public transit services throughout the City of Susanville and surrounding Lassen County. LRB provides commuter route service, fixed route service, deviated fixed route service and demand response service within the service area described below.

#### **ADA Paratransit Eligibility Criteria**

The Americans with Disabilities Act (ADA) Federal Regulations require that providers of transit services provide reasonable accommodations to individuals with disabilities so that they have an equal opportunity to make use of the Transit System. There are three Categories or situations that would qualify an individual for Paratransit Service:

1. Any individual with a disability who is unable, as the result of a physical or mental impairment (including a vision impairment), and without the assistance of another individual (except the operator of a wheelchair lift or other boarding assistance device), to board, ride, or disembark from any vehicle on the system which is readily accessible to and usable individuals with disabilities.
2. Any individual with a disability who needs the assistance of a wheelchair lift or other boarding assistance device and is able, with such assistance, to board, ride and disembark from any vehicle which is readily accessible to and usable by individuals with disabilities if the individual wants to travel on a route on the system during the hours of operation of the system at a time, or within a reasonable period of such time, when such a vehicle is not being used to provide designated public transportation on the route.
  - (i) An individual is eligible under this paragraph with respect to travel on an otherwise accessible route on which the boarding or disembarking location which the individual would use is one at which boarding or disembarking from the vehicle is precluded as provided in 49 C.F.R. Section 37.167(g) of this part
  - (ii) An individual using a common wheelchair is eligible under this paragraph if the individual's wheelchair cannot be accommodated on an existing vehicle (e.g., because the vehicle's lift does not meet the standards of part 49 CFR section 38), even if that vehicle is accessible to other individuals with disabilities and their mobility wheelchairs.

3. Any individual with a disability who has a specific impairment-related condition, which prevents such individual from traveling to a boarding location or from a disembarking location on such system.

(i) Only a specific impairment-related condition which prevents the individual from traveling to a boarding location or from a disembarking location is a basis for eligibility. A condition which makes traveling to boarding location or from a disembarking location more difficult for a person with specific impairment-related condition than for an individual who does not have the condition, but does not prevent the travel, is not a basis for eligibility.

(ii) Architectural barriers not under the control of the public entity providing fixed route service and environmental barriers (e.g., distance, terrain, weather) do not, standing alone, form a basis for eligibility. The interaction of such barriers with an individual's specific impairment-related condition may form a basis for eligibility, if the effect is to prevent the individual from traveling to a boarding location or from a disembarking location.

### **ADA Paratransit Eligibility Process**

Individuals who believe they qualify for ADA Paratransit Services shall submit an ADA Eligibility Application. All information about the eligibility process, materials necessary to apply for eligibility, and notices and determinations concerning eligibility are included in the ADA Eligibility Information & Application materials. Assistance with application materials is available upon request.

### **ADA Paratransit Service Area**

Lassen Rural Bus provides complementary door to door on demand service within the city of Susanville and deviated fixed route service in all other areas of service. Deviated fixed routes may deviate  $\frac{3}{4}$  of a mile off the regular route, including a  $\frac{3}{4}$  miles radius at the ends of each route.

### **Response Time**

Lassen Rural Bus shall schedule and provide paratransit services to any ADA paratransit eligible person at any requested time on a particular day in response to a request for service made the previous day. Reservations may be taken by Lassen Rural Bus staff or by mechanical means (e.g. answering machines.)

- 1) The Lassen Rural Bus system shall make reservation service available during at least all normal business hours of the entity's administrative offices, as well as during times, comparable to normal business hours, on a day when the entity's offices are not open before a service day.

- 2) Lassen Rural Bus may negotiate pickup times with the individual, but the entity shall not require an ADA paratransit eligible individual to schedule a trip to begin more than one hour before or after the individual's desired departure time.
- 3) Lassen Rural Bus may use real-time scheduling in providing complementary paratransit service.
- 4) Lassen Rural Bus may permit advance reservations to be made up to 14 days in advance of an ADA paratransit eligible individual's desired trip. When Lassen Rural Bus proposes to change its reservations system, it shall comply with the public participation requirements equivalent to those of section 37.137 (b) and (c)

### **Fares**

The fare of a trip charged to an ADA paratransit eligible user shall in no case be more than twice the fare that would be charged to an individual paying full fare (i.e., without regard to discounts) for a trip of similar length, at a similar time of day, on the entity's fixed route system. Currently the fare charged for ADA paratransit eligible users is half the normal base fare on all fixed routes and \$ 1.75 per trip for on-demand service.

The fares for individuals accompanying ADA paratransit eligible individuals, who are provided service under 49 C.F.R. section 37.123 (F) of this part, shall pay the normal base fare. Personal care attendants (PCA) may accompany the ADA paratransit eligible individual at no charge. A Personal Care Attendant (PCA) is an individual who provides assistance to an individual with disabilities, to assist them with Activities of Daily Living. LRB must be notified if a companion or PCA will be traveling with the ADA paratransit eligible individual on the on-demand service.

Lassen Rural Bus reserves the right to charge a fare higher than otherwise permitted by this paragraph to social service agencies or other organizations for agency trips (i.e. trips guaranteed to the organization).

### **Trip Purpose Restrictions**

Lassen Rural Bus does not impose restrictions or priorities based on trip purpose.

### **Hours and Days of Service**

The complementary paratransit service is available throughout the same hours and days as Lassen Rural Bus systems' fixed route services.

### **Capacity Constraints**

Lassen Rural Bus does not limit the availability of complementary paratransit services to ADA paratransit eligible individuals by any of the following:

1. Restrictions on the number of trips an individual will be provided;
2. Waiting lists for access to the service; or
3. Any operational pattern or practice that significantly limits the availability of service to ADA paratransit eligible persons.

(i) Such patterns or practices include, but are not limited to, the following:

(a) Substantial numbers of significantly untimely pickups for initial or return trips

(b) Substantial numbers of trip denials or missed trips

(c) Substantial numbers of trips with excessive length

(ii) Operational problems attributable to causes beyond the control of Lassen Rural Bus (including, but not limited to weather or traffic conditions affecting all vehicular traffic that were not anticipated at the time a trip was scheduled) shall not be a basis for determining that such a pattern or practice exists.

## *LASSEN RURAL BUS DIAL-A-RIDE APPLICATION*

Thank you for your interest in applying for transportation services with Lassen Rural Bus. The dial-a-ride service offered by LRB is designed for those aged 60 and up as well as members of our disabled community.

(Disabled persons - means those individuals who, by reason of illness, injury, age, congenital malfunction, or other permanent or temporary incapacity or disability, including those who are non-ambulatory wheelchair bound and those with semi-ambulatory capabilities, are unable without special facilities or special planning or design to utilize mass transportation facilities and services as effectively as persons who are not affected. 49 CFR (S) 609.3)

To apply for Dial-a-Ride service please complete and return the attached application form, together with verification of your age, to Lassen Rural Bus (LRB) in the envelope provided.

### *Proof of Age*

A copy of one of the following forms of identification that shows your birthdate will serve as proof of age:

- \* Driver's license (copy)
- \* State issued ID card (copy)
- \* Birth Certificate (copy)
- \* Passport showing date of birth (copy)

If you have a disability please complete the entire application or provide a copy of any agency issued ID card for reduced or disabled service.

Should you need help filling out the application form, or if you have any questions about Dial-a-Ride service, please call **252-7433** for assistance.

## INFORMATION FORM FOR LRB DIAL-A-RIDE SERVICE

Once Lassen Rural Bus receives this completed application form, and proof of your age, it could take up to three (3) weeks to process. Your ID card and information on how to use the service will be mailed to you. If you do not receive your card in 21 days please call 252-7433.

FIRST NAME \_\_\_\_\_ MI \_\_\_\_\_ LAST NAME \_\_\_\_\_ SSN (LAST 4 DIGITS) \_\_\_\_\_

ADDRESS: \_\_\_\_\_ APT: \_\_\_\_\_ GATE CODE \_\_\_\_\_ CROSS STREET \_\_\_\_\_ CITY \_\_\_\_\_

NAME OF APARTMENT COMPLEX OR CARE FACILITY, if applicable \_\_\_\_\_

BIRTHDATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_ DAYTIME PHONE: \_\_\_\_\_ - \_\_\_\_\_ EVENING PHONE: \_\_\_\_\_ - \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ - \_\_\_\_\_ MESSAGE PHONE: \_\_\_\_\_ - \_\_\_\_\_

*Please provide the name of a LOCAL family member or friend to contact in an emergency:*

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Day phone: \_\_\_\_\_ Night phone: \_\_\_\_\_ Cell: \_\_\_\_\_

1. Do you have a visual disability? ☐ Yes ☐ No

If yes, please describe: \_\_\_\_\_

2. Do you need the assistance of another person to travel? ☐ Yes ☐ No ☐ Sometimes

3. Are you able to independently get into and out of the bus? ☐ Yes ☐ No

4. Do you have a physical or mental impairment? ☐ Yes ☐ No

5. Do you use a mobility device? ☐ Yes ☐ No (If yes please check all that apply)

☐ Manual wheelchair ☐ Power wheelchair ☐ Scooter ☐ Other \_\_\_\_\_

6. **PLEASE NOTE:** A wheelchair or other mobility device must be able to fit onto paratransit lifts. This means it must be no more than 30" wide and 48" long when measured 2" from the floor and must weigh less than 600 pound: when occupied. If you use a mobility device:

a: Is your mobility device oversized? ☐ Yes ☐ No If yes please explain \_\_\_\_\_

b: Does your mobility device weigh less than 600 pounds when occupied? ☐ Yes ☐ No

c: Can you transfer from your mobility device into a passenger seat? ☐ Yes ☐ No

Please tell us anything we may need to know to provide you with excellent service: \_\_\_\_\_

Use another sheet of paper if necessary.

Please be aware that Lassen Rural Bus Dial-a-Ride also provides the complimentary ADA paratransit service for the city system. Federal regulations require that ADA paratransit trips must take priority over any other non-ADA programs and therefore it is possible that limitations may be placed on the dial-a-ride service in the future. If you are concerned about limited service under the regular dial-a-ride system, you have a disabling condition, you may want to consider applying for ADA service.

**Note:** ADA service eligibility requires a more detailed screening process. The evaluation for ADA paratransit eligibility is based solely upon your physical or mental ability to independently use fixed route public transportation. Considerations based on your age and or economic status will not be used as qualifications for ADA service. If your disabling condition only keeps you from using fixed route transit under certain circumstances, ADA eligibility for paratransit usage may be granted on a restricted or conditional basis.

It is possible to be eligible for both dial-a-ride and ADA paratransit service. If you wish to apply for ADA paratransit service continue with the application that follows. If you only want to apply for dial-a-ride service please sign and date below.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mail completed form in the envelope provided to:

Lassen Rural Bus - DAR Application  
701-980 Johnstonville Road  
Susanville, CA 96130

**Please Note:** *Incomplete applications will be returned*



# LASSEN RURAL BUS ADA ELIGIBILITY

☐ New Application

☐ Recertification

*Please print - ALL questions must be answered*

## **PART A: APPLICANT DATA**

1. Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

2. Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. Home phone: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

4. Emergency contact person: \_\_\_\_\_

Day phone #: \_\_\_\_\_ Night phone #: \_\_\_\_\_

5. Do you normally use any of the following mobility aids? ☐ No ☐ Yes

Please select

☐ Electric wheelchair ☐ Manual wheelchair ☐ Powered scooter ( 3 or 4 wheels)

6. Do you need a personal care attendant (other than the bus driver) to assist you to board, ride, or disembark from an accessible fixed route bus?

☐ Yes ☐ No ☐ Sometimes

Please explain when an attendant is needed: \_\_\_\_\_

\_\_\_\_\_

**PART B: FUNCTIONAL INFORMATION**

7. Describe your physical, sensory, and/or mental limitations that prevent you from using a regular fixed route bus:

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8. Are your disabilities: ☐ Permanent ☐ Temporary

If temporary, when will it end: \_\_\_\_\_

9. Are you able to board and disembark from a fixed route bus with a wheelchair/passenger lift without assistance (*except from the bus driver*)?

☐ Yes ☐ No ☐ Sometimes

Please explain: \_\_\_\_\_

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10. Are you able to handle/grasp coins (pay fare), tickets, railings, and handles?

☐ Yes ☐ No ☐ Sometimes

Please explain: \_\_\_\_\_

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11. Are you able to keep your balance while seated on a moving fixed route bus in normal operation?

☐ Yes ☐ No ☐ Sometimes

Please explain: \_\_\_\_\_

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12. Are you able to read, hear, and/or understand the information, schedules, or directions during a trip?

☐ Yes ☐ No ☐ Sometimes

Please explain: \_\_\_\_\_  
\_\_\_\_\_

13. Are you able to signal the bus driver that you want to disembark at certain bus stops?

☐ Yes ☐ No

14. Are you able to find your way between familiar locations?

☐ Yes ☐ No

15. Are you prevented from traveling to or from a bus stop for one or more of the following reasons?

*(Check all that apply to you)*

☐ None are applicable to me

☐ Extreme sensitivity to heat

☐ Extreme sensitivity to cold

☐ Frailty

☐ Allergic/environmental sensitivities

☐ Hyper-fatigue

☐ Night blindness

☐ Other: Please explain - \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

16. Are you able to wait outside at the bus stop without assistance or support for up to 15 minutes?

☐ Yes ☐ No ☐ Sometimes

Please explain: \_\_\_\_\_  
\_\_\_\_\_

**PART C: APPLICANTS SIGNATURE**

I hereby certify that the information given in this application is correct.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**PART D: PERSON OTHER THAN APPLICANT COMPLETING FORM**

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number where you can be reached: (    ) \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Signature of other person completing this form:

\_\_\_\_\_

Date: \_\_\_\_\_

**PART E: AUTHORIZATION TO RELEASE PERSONAL INFORMATION***To be completed by Applicant*

I hereby authorize the release of information to the Lassen Rural Bus System about my functional travel abilities. The information released will be used solely to determine my eligibility for ADA Paratransit Service.

Name of Professional \*\*: \_\_\_\_\_

Agency / Organization: \_\_\_\_\_

Phone number: (    ) \_\_\_\_\_

I realize that I have the right to receive a copy of this authorization. I further understand that I may revoke this authorization at any time.

Name of Applicant (please print): \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

\*\* Verifying "Professional" may be a rehabilitation specialist, disability evaluator, mental health case worker, physician public health nurse, or other such individual knowledgeable of your disability or disabilities and functional travel abilities.

## *PROFESSIONAL VERIFICATION*

*( To be completed by physician or other qualified licensed professional )*

**TO THE APPLICANT:** It is requested and recommended that you have this section signed and completed prior to submitting your application to the Lassen Rural Bus office for review in order to assist in the eligibility process. Any one of the professionals listed on the previous page may complete this form.

**TO THE PROFESSIONAL:** To process this application the Lassen Rural Bus (LRB) needs information about the effects of the applicant's disability on his or her functional ability to use fixed route bus services. This information is necessary to determine whether he or she is eligible for paratransit services under the regulations of the Americans with Disabilities Act.

According to the ADA, paratransit service will serve as a "safety net" for only those persons who do not have the functional capability to ride regular city buses (LRB fixed route). The individual's condition must make the use of fixed route transportation either literally impossible or must present difficulties that are so substantial that a reasonable person with the condition would be deterred from making his or her desired trip. Disability alone and distance to and from a bus stop do not, by themselves, qualify a person for paratransit service. Also, inconvenience and/or decreased comfort are not a basis for qualification. At the same time, unavailability of fixed route service by itself does not constitute eligibility for a person who could otherwise take the same trip on the bus, were service available.

Please consider LRB's accessible features (*lifts on all buses for standees and wheelchair users; designated priority seating; boarding and securement assistance from drivers; and stop announcements by drivers*) when completing this form. **We ask you, as a qualified professional to give us accurate information regarding the functional abilities of the applicant.** All information will be kept confidential. Thank you for your assistance.

Please review the applicant's completed application. In your professional opinion and based upon your knowledge of the applicants's disability, are the answers to questions 1 through 16 correct?

☐ Yes ☐ No

If any of the applicant's responses are inaccurate, or if you can provide any additional information, please describe below (*please be as specific as possible*):

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Is there any other information we should know about the applicant's disability that may impact the applicant's ability to use LRB's fixed route system?

☐ Yes ☐ No ☐ Sometimes

Please explain: \_\_\_\_\_

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I hereby certify that I am familiar with the applicant's functional abilities. I have reviewed the application and agree that the individual has conditions that affect his or her ability to use the LRB fixed route system, due to his or her medical, physical, or mental disability.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print your Name and Title: \_\_\_\_\_

If applicable, professional license, registration, or certification # \_\_\_\_\_ State \_\_\_\_\_

# **Lassen Rural Bus**

## **Lassen Rural Bus (LRB) Paratransit Appeal Procedure**

This document outlines the steps for requesting an appeal and the procedure governing the appeal process, when an individual is found not eligible for LRB paratransit or eligible, but with specified conditions. LRB customers whose service is suspended, or found to be ineligible, may request an administrative appeal of those decisions.

### **Requesting An Appeal**

Appeals must be requested in writing within sixty (60) days of the date that the customer receives the decision being appealed. For purposes of this requirement, LRB assumes that the individual will have received the decision no later than five (5) days from the date the decision was mailed. The sixty-day appeal period begins to run on the sixth day following the date the decision was mailed.

Requests for appeals should be mailed to:

Lassen Rural Bus  
701-980 Johnsonville Rd  
Susanville, CA 96130

LRB Staff is responsible for receiving requests for appeals of service suspensions. LRB staff shall promptly advise the Appeals Panel of a request for an appeal hearing, shall coordinate an appeal date and time with the LRB customer and the Appeals Panel, and shall reserve sufficient time for the hearing. LRB staff shall notify the individual in writing of the date, time and location of the appeal hearing. If necessary, LRB staff shall arrange for the individual to receive LRB transportation to and from the place of hearing.

### **Requesting A Stay of A Service Suspension**

A customer may request a stay of a service suspension pending determination of the customer's appeal of that suspension. Requests for stay must be submitted in writing and must demonstrate good cause for granting the stay. The Appeals Panel shall review all requests for stay and shall promptly determine whether or not good cause exists for a stay or other modification of the service suspension pending determination of the customer's appeal.

### **Appeal with Hearing**

#### **Prior to Hearing:**

Customers may request copies of documents and information relating to the decision from which the customer is appealing. The Appeals Panel or its designee shall promptly consider and decide all requests for documents and information. Documents and information shall be provided if the documents or information are relevant to the decision being appealed or are likely to assist the Appeals Panel in deciding the appeal.



Customers may request the appearance as witnesses, the LRB personnel involved in the facts giving rise to appeal or who have knowledge of information relevant to the decision from which the customer is appealing. The Appeals Panel or its designee shall promptly consider and decide all requests for the appearance of witnesses, considering the witness's relevance to the decision being appealed or the likelihood that the witness will assist the Appeals Panel in deciding the appeal. The Appeals Panel or its designee shall notify the customer of its decision and of the availability of witnesses in advance of the hearing.

Customers may submit no later than three (3) days in advance of the appeal hearing written arguments, evidence and any other information they wish the Appeals Panel to consider in advance of the hearing.

#### At Hearing:

Customers may represent themselves at hearing, or may be represented by an attorney, paralegal or legal assistant, caseworker, care provider, or other person designated by the customer to present the customer's case.

The parties may present documents and witnesses, question the witnesses presented by each other, and offer other oral, written or recorded information to support their respective positions or to respond to each other's positions. LRB shall present its position first, then the customer may present next. As required or appropriate, the parties shall be permitted to present additional documents and witnesses, or recall witnesses.

The Appeals Panel may for good cause continue a hearing or permit the post-hearing submission of additional evidence, information and arguments. If a continuance or post-hearing submission is permitted, the Appeals Panel shall promptly advise the parties of the date, time and location of the continued hearing or the date by which the post-hearing submission must be received by the Appeals Panel.

The hearing shall be electronically recorded.

#### **Appeal without Hearing**

If the LRB customer declines an in-person appeal hearing, LRB staff shall inform the customer of the date by which the customer must submit to LRB any written materials the customer wishes the Appeals Panel to consider in determining the customer's appeal. Extensions of this date may be allowed for good cause.

Following the submission date, the Appeals Panel shall review the customer's file and written submissions, if any, and decide the matter. The Appeal Panel may uphold the eligibility determination or service suspension, overturn the eligibility determination or service suspension, modify the eligibility determination or service suspension, impose conditions upon eligibility or returning the customer to service, or take any other appropriate action to decide the matter.

#### **Evidentiary Burden and Standard**

LRB shall have the burden of demonstrating that the individual's eligibility for paratransit service was appropriately determined or that the customer's service was suspended for appropriate cause and in accordance with the procedures for service suspension. This burden must be satisfied by a preponderance of all the evidence submitted in connection with the appeal or otherwise in the customer's record. The standard of admissibility for evidence and information presented in connection with an appeal shall be whether the evidence or information is of the type that a reasonable person would rely upon in making decisions about their personal affairs.

### **Notification of Decision**

The Appeals Panel shall notify the customer of its decision and the reasons for its decision in writing, within thirty (30) days of the date of the appeal hearing or, if the customer declined hearing, of the date on which the Appeals Panel reviewed and considered the matter.

If no decision is made on an appeal of eligibility determination within thirty (30) days of the date of the appeal hearing or date of appeals panel consideration, the individual will be eligible for LRB service as of the 31<sup>st</sup> day, until and unless a decision otherwise is rendered by the Panel.

# Overall System Total Worksheet

## Attachment G of Addendum #1 to RFP Lassen Transit Service Agency Response to Request for Proposal Questions

Worksheet Revised 7/7/2020

Fiscal Year 2020/2021	July	August	September	October	November	December	January	February	March	April	May	June	TOTALS
<b>COMPONENTS</b>													
Fare Box Ratio	16.05%	20.78%	16.29%	45.35%	5.98%	24.59%							21.90%
Total LRB Expenses (includes OOB)	68,505.93	67,984.33	67,788.11	74,434.73	67,990.40	72,394.61							\$ 419,098
LRB Fare Box Revenue - Collected on Bus	\$ 2,948.00	\$ 5,341.25	\$ 2,810.75	\$ 2,547.75	\$ 2,109.71	\$ 2,134.00							\$ 17,891.46
Collected in LRB Office	\$ 600.00	\$ 2,625.00	\$ 20.00	\$ -	\$ -	\$ 17.50							\$ 3,262.50
Other Revenue (college, FNRC, etc.) 2010603	\$ 8,050.00	\$ 8,785.00	\$ 8,235.00	\$ 31,210.00	\$ 1,955.00	\$ 15,665.00							\$ 73,900.00
Total LRB Revenue	\$ 10,998.00	\$ 14,126.25	\$ 11,045.75	\$ 33,757.75	\$ 4,064.71	\$ 17,799.00							\$ 91,791.46
Total Passengers	4,708	4,695	5,187	5,332	4243	3,380							27,545
Average Fare	\$ 2.34	\$ 3.01	\$ 2.13	\$ 6.33	\$ 0.96	\$ 5.27							\$ 3.34
Passengers Per Day	181.08	180.58	207.48	197.48	184.48	135.20							\$ 181
Vehicle Miles	18,059	17,511	17,384	23,167	17,657	19,380							113,158
Vehicle Service Hours	939.98	931.91	920.47	1,125.97	938.85	1,030.34							5,888
Monthly over/under VSH (accum)	(0.00)	4.03	14.35	(132.04)	(99.45)	(148.54)							(362)
Monthly Average VSH	939.98	935.95	930.79	979.58	971.44	981.25							956
Vehicle Service Days	26	26	25	27	23	25							152
Road Calls													
Preventable Accidents													
Non- Preventable Accidents													
<b>PERFORMANCE INDICATORS</b>													
Operating cost per passenger	\$ 14.55	\$ 14.48	\$ 13.07	\$ 13.96	\$ 16.02	\$ 21.42							\$ 15.58
Operating cost per VSH	\$ 72.88	\$ 72.95	\$ 73.65	\$ 66.11	\$ 72.42	\$ 70.26							\$ 71.38
Operating cost per VSM	\$ 3.79	\$ 3.88	\$ 3.90	\$ 3.21	\$ 3.85	\$ 3.74							\$ 3.73
Vehicle Serv. Miles per VSH	19.21	18.79	18.89	20.58	18.81	18.81							\$ 19.18
Vehicle Serv. Miles per Employee	1062.29	1030.06	965.78	1447.94	1038.65	1020.00							\$ 1,094.12
Preventable Accidents per 1000 miles													
Non- Preventable Accidents per 1000 miles													
Road Calls per 1000 miles													
Total Number of complaints	8	5	6	5	1	1							26
<b>PS Operating Budget</b>													
Total LRB Expenses - Payment to PS	\$ 58,752.97	\$ 56,079.10	\$ 59,063.12	\$ 64,051.99	\$ 62,194.10	\$ 61,907.70							\$ 362,048.98
Out of Contractors Budget Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
Net Expenses to PS Contract	\$ 58,752.97	\$ 56,079.10	\$ 59,063.12	\$ 64,051.99	\$ 62,194.10	\$ 61,907.70							\$ 362,048.98
PS amount over/under monthly budget (accum)	\$ 5,557.70	\$ 13,789.26	\$ 19,036.82	\$ 19,295.49	\$ 21,412.06	\$ 23,815.02							\$ 102,906.35
PS monthly average budget	\$ 64,310.67	\$ 64,310.67	\$ 64,310.67	\$ 64,310.67	\$ 64,310.67	\$ 64,310.67							\$ 385,864.00
PS budget remaining	#####	#####	#####	#####	#####	#####							\$ 409,679.02
<b>Total Net PS Budget Remaining</b>													
Employee Staffing per month	17.00	17.00	18.00	16.00	17.00	19.00							17.33
General Manager Hours	254.00	240.00	264.00	286.00	152.00	221.00							1,417.00
Driver/Office/Dispatch Hours	309.00	282.92	262.81	237.61	294.68	196.54							1,583.56
LRB Mechanic Labor Hours	187.75	245.25	222.25	185.59	200.50	192.50							1,233.84
Driver Revenue Hours (All)	939.98	931.91	920.47	1,019.57	837.77	918.62							5,568.32
Operations Training/Safety Hours	53.00			30.00									83.00
Maintenance Shop Training/Safety Hours	33.00	30.00	35.25	33.50	28.50	31.50							191.75
LSS Training/Safety Hours													
LSS Mechanic Labor Hours	2.00		20.00	4.00		21.50							47.50
Total Employee Hours	1,778.73	1,730.08	1,724.78	1,796.27	1,513.45	1,581.66							10,124.97
<b>Fuel/ Oil Information</b>													
Total Gasoline Gallons Used	913.50	904.80	879.80	1,076.50	882.50	1,037.90							5,695.00
Total Gasoline Fuel Cost	\$ 2,338.65	\$ 2,358.92	\$ 2,220.73	\$ 2,700.76	\$ 2,237.49	\$ 2,663.79							14,520.34
Total Diesel Gallons Used	1,554.18	1,422.35	1,495.74	1,876.23	1,278.19	1,446.00							9,072.69
Total Diesel Fuel Cost	\$ 3,420.88	\$ 3,245.66	\$ 3,362.13	\$ 4,077.19	\$ 2,903.28	\$ 3,443.78							20,452.92
Total Fuel Costs (Ed Staub & Sons)	\$ 5,759.53	\$ 5,604.58	\$ 5,582.86	\$ 6,777.95	\$ 5,140.77	\$ 6,107.57							34,973.26
Total Gallons Used (Ed Staub & Sons)	2,467.68	2,327.15	2,375.54	2,952.73	2,160.69	2,483.90							14,767.69
Miles Per Gallon	7.32	7.52	7.32	7.85	8.17	7.80							7.66
Total Oil Used (Non-Service Application)	126.57	139.68	134.26	121.7	74.6	101.56							698.35
<b>VEHICLE MAINTENANCE COSTS</b>													
Total Maintenance Parts Cost Excluding Fuel	\$ 2,028.80	\$ 2,033.55	\$ 2,367.56	\$ 3,807.67	\$ 5,441.75	\$ 6,390.58							\$ 22,069.91
Maint. Costs per Service Mile	\$ 0.11	\$ 0.12	\$ 0.14	\$ 0.16	\$ 0.31	\$ 0.33							\$ 0.19
Maint. Costs per Vehicle Service Hours	\$ 2.16	\$ 2.18	\$ 2.57	\$ 3.38	\$ 5.80	\$ 6.20							\$ 3.72
Out of Budget Maintenance													\$ of 2 -

# Overall System Total Worksheet

Total Maint. Costs Including Fuel	\$ 7,788.33	\$ 7,638.13	\$ 7,950.42	\$ 10,585.62	\$ 10,582.52	\$ 12,498.15							\$ 57,043.17
O & M Cost Per Hour Times 9,900 less OOB													\$ -
Total LSS Vehicle Maint. Parts Costs													\$ -
Utilites													-
Water (City of Susanville)570-5701-3003020	\$ 81.90	\$ 79.11	\$ 80.41	\$ 80.09	\$ 79.56	\$ 83.63							\$ 484.70
Gas (City of Susanville)570-5701-3003000	\$ 82.37	\$ 13.03	\$ 7.00	\$ 7.00	\$ 299.50	\$ 1,087.30							\$ 1,496.20
Electric (LMUD) 570-5701-3003010	\$ 848.64	\$ 872.69	\$ 920.79	\$ 818.58	\$ 860.67	\$ 1,029.00							\$ 5,350.37
Waste (C&S) 570-5701-3003040	\$ 194.52	\$ 194.52	\$ 194.52	\$ 194.05	\$ 194.05	\$ 194.05							\$ 1,165.71
Total Utilities	\$ 1,207.43	\$ 1,159.35	\$ 1,202.72	\$ 1,099.72	\$ 1,433.78	\$ 2,393.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,496.98