



**COUNTY OF NEVADA**  
**COMMUNITY DEVELOPMENT AGENCY**  
**DEPARTMENT OF PUBLIC WORKS**  
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Sean Powers  
Community Development Agency Director

Trisha Tillotson  
Director of Public Works

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**NEVADA COUNTY BOARD OF SUPERVISORS**  
**Board Agenda Memo**

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**MEETING DATE:** January 8, 2019  
**TO:** Board of Supervisors  
**FROM:** Trisha Tillotson, Director of Public Works  
**SUBJECT:** Approval of Vehicle Lease Agreement between the County of Nevada and Paratransit Services

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**RECOMMENDATION:** Approve the attached Vehicle Lease Agreement with Paratransit Services.

**FUNDING:** The provision of specialized paratransit services is funded in the Fiscal Year 2018-19 Transit Services Budget with Transportation Development Act (TDA) funds and passenger fares. No budget amendment is required and there is no impact to the General Fund.

**BACKGROUND:**

Nevada County administers transit and paratransit services pursuant to a Joint Powers Agreement (JPA) for transportation services in western Nevada County through the Transit Services Division.

On April 23, 2013, the Board of Supervisors adopted Resolution No.13-149 approving a Paratransit Vehicle Procurement Plan and purchase of four accessible vans to be utilized by the paratransit provider.

On May 14, 2013, the Board of Supervisors adopted Resolution No. 13-168 approving a five year contract with Paratransit Services for the provision of specialized paratransit services in western Nevada County.

On July 17, 2018, the Board of Supervisors adopted Resolution No. 18-375 approving a two year contract extension for Paratransit Services through June 30, 2020. The Paratransit Vehicle Procurement Plan, purchase of four accessible vans and the Paratransit Services contract have all been approved by the Transit Services Commission.

The Transit Services Division has ordered four (4) Ford V350 Shift n' Step accessible vans to be utilized for paratransit services. A Vehicle Lease Agreement has been written that outlines the conditions, obligations, responsibilities and assurances required to implement a leasing action for these vans and is attached. The Department requests the approval of the Vehicle Lease Agreement with Paratransit Services for the four accessible vans, as presented. We are planning on the Vehicle Lease Agreement term to begin on December 15, 2018.

**Item Initiated by:** Robin Van Valkenburgh, Transit Services Manager.

**Approved by:** Trisha Tillotson, Director of Public Works

Submittal Date: November 20, 2018

Revision Date: November 30, 2018