



Tulare County Regional Transit Agency

AGENDA

March 16th, 2026

3:30 PM

Meeting Location:

200 E. Center Avenue

Visalia, CA 93291

NOTE: This meeting will allow the public to participate in the meeting via Microsoft Teams using the following link:

[Join the meeting now](#)

Meeting ID: 262 527 949 562 82

Passcode: sD93f3PL

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, including auxiliary aids, translation requests, or other accommodations, or to be able to access this agenda and documents in the agenda packet, please contact the Tulare County Regional Transit Agency (“TCRTA”) office at 559-623-0832 at least 3 days prior to the meeting. Any staff reports and supporting materials provided to the Board after the distribution of the agenda packet are available for public inspection at the TCRTA office.

- I. CALL TO ORDER, WELCOME, AND ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. PUBLIC COMMENT**

**NOTICE TO THE PUBLIC
PUBLIC COMMENT PERIOD**

At this time, members of the public may comment on any item of interest to the public and within the subject matter jurisdiction of TCRTA but not appearing on this agenda. Under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for Board consideration. Any person addressing the Board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak with a total of fifteen (15) minutes allotted for the Public Comment Period. Speakers are requested to state their name(s) and address(es) for the record.

IV. CONSENT CALENDAR ITEMS:

All Consent Calendar Items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar. All items removed from the Consent Calendar for further discussion will be heard at the end of Action / Discussion Items.

Request Approval of the Consent Calendar Items

- A. Approve Minutes of February 23rd, 2026 (Pages 01-02)
- B. Information: Monthly Ridership Summary (Pages 03-06)
- C. Information: Monthly Budget Report (Pages 07-11)
- D. Action: Approve Reso 2026-008 Sage Intacct Inc Software (Pages 13-38)

V. ACTION/ DISCUSSION ITEMS:

- A. Action: Approve Reso 2026-009 RNG Supplier and Credit Management - Consultant Selection (Pages 39-42)
- B. Action: Approve Reso 2026-010 2027 Federal Transportation Improvement Program (FTIP) Project List (Pages 43-48)
- C. Action: Approve Reso 2026-011 TCRTA Pet Policy Update (Pages 49-55)
- D. Information: Exeter and Farmersville Ridership Update (Pages 57-57)

VI. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))
Number of Potential Cases: 2

VII. OTHER BUSINESS:

- A. Requests from Board Members for Future Agenda Items
- B. Director’s Report

VIII. ADJOURN:

The next regularly scheduled Tulare County Regional Transit Agency (TCRTA) Board meeting will be **Monday, April 20th, 2026, and will take place at 3:30 pm** at the Tulare County Regional Transit Agency (TCRTA), 200 E. Center Avenue, Visalia, CA 93291.

TULARE COUNTY REGIONAL TRANSIT AGENCY

BOARD OF DIRECTORS

ALTERNATE

AGENCY

Maribel Reynosa – Vice Chair

Kuldip Thusu

City of Dinuba

Vicki Riddle

Frankie Alves

City of Exeter

Greg Gomez

Paul Boyer

City of Farmersville

Misty Villarreal

Joe Soria

City of Lindsay

Terry Sayre

Patrick Isherwood

City of Tulare

Jose Martinez

Rudy Mendoza

City of Woodlake

Larry Micari - Chair

Amy Shuklian

County of Tulare

Vacant

Vacant

Tule River Tribe

EX OFFICIO MEMBERS

Sidd Nag, CalVans

Liz Wynn, TCAG Public Transit Representative

TCRTA STAFF

Derek Winning, TCRTA Executive Director

Juana Sierra Perez, TCRTA Finance Manager

Vacant, TCRTA Transit Planning Manager

Chris Acevedo, TCRTA Transit Analyst

Sina Davoudi Kanderagh, TCRTA Transit Analyst

Megan Flores Rosas, TCRTA Transit Analyst

Ashlee Compton, TCRTA Transit Coordinator

Danielle Puder, TCRTA Accountant III

Alissa Kennedy, TCRTA Administrative Clerk I

*Thomas Degn, County Counsel

TCRTA
200 E. Center Avenue
Visalia, CA 93291
Phone: (559) 623-0832
www.gotcrta.org

**Tulare County Regional Transit Agency (TCRTA)
2026 Board Meeting Schedule**

Date	Location
January 26, 2026*	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
February 23, 2026*	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
March 16, 2026	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
April 20, 2026	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
May 18, 2026	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
June 15, 2026	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
July 20, 2026	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
August 17, 2026	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
September 21, 2026	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
October 19, 2026	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
November 16, 2026	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
December 21, 2026	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291

The TCRTA Board meets at 3:30 pm. Most meetings fall on the third Monday of each month. Meeting dates with asterisks have been changed due to holidays and/or calendar conflicts.

Meetings will be held at the location noted above for each month, unless otherwise noted in that month's agenda.

**Tulare County Regional Transit Agency
Board Meeting Minutes
February 23, 2026, 3:30 p.m.**

Members Present: Reynosa, Villarreal, Martinez, Riddle, Gomez

Members Absent:

Non-Voting Alternates:

Ex Officio Present: Sidd Nag

Staff Present: Derek Winning, Chris Acevedo,
Alissa Kennedy, Sina Davoudi Kanderagh, Juana Sierra-Perez

Counsel Present: Thomas Degn

***Board member attended online or due to emergency or just cause.**

I. CALL TO ORDER:

Board Vice Chair Reynosa called the meeting to order at 3:30 p.m.

II. PLEDGE OF ALLEGIANCE:

Led by Director Riddle

III. PUBLIC COMMENT:

None

IV. CONSENT CALENDAR ITEMS:

All Consent Calendar Items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar. All items removed from the Consent Calendar for further discussion will be heard at the end of Action / Discussion Items.

Request Approval of the Consent Calendar Items

- A.** Approve Minutes of February 23, 2026
- B.** Information: Monthly Ridership Summary
- C.** Information: Monthly Budget Report
- D.** Action: Reso 2026-004 Accounting Software (This item was pulled from the Consent calendar until the March meeting)

M: Gomez

S: Villarreal

Notes: Consent calendar approval passed unanimously.

V. ACTION/ DISCUSSION ITEMS:

- A.** Action: Approve Reso 2026-005 Ride Logo Presentation

M: Martinez

S: Villarreal

Notes: Two logo versions selected, one for the buses and one for social media/marketing.

Item IV-A

- B. Action: Approve Reso 2026-006 TCRTA-Lease Amendment**
M: Gomez
S: Riddle

Notes: Resolution 2026-006 passed unanimously

- C. Action: Approve Reso 2026-007 Microtransit Pilot Update**
M: Martinez
S: Riddle

Notes: Resolution 2026-007 passed unanimously

- D. Information: SRTP Presentation**
Notes: Information Only

VI. CLOSED SESSION ITEMS:

It is the intention of the Board of Directors to meet in closed session concerning:

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant Exposure to Litigation (Government Code Section 54956.9(d)(2)) Number of Potential Cases: 2

VII. OTHER BUSINESS:

- A. Requests from Board Members for Future Agenda Items**
- B. Director's Report**
Report: Sidd Nag, Executive Director of CalVans was introduced to TCRTA Board and staff.
- C. Request from Director Riddle regarding Fixed Route Ridership for Farmersville and Exeter.**
- D. Request from Director Greg Gomez to review the Pet Policy.**

VIII. ADJOURN:

The meeting adjourned at 5:30p.m. Vice Chair Reynosa confirmed the next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Board of Directors will be held on **Monday, March 16th, 2026, and will take place at 3:30 PM.** at the Tulare County Regional Transit Agency (TCRTA), 200 E. Center Avenue, Visalia, CA 93291.

AGENDA ITEM IV-B: FY 2025-2026 Ridership Summary Report

TCRTA	FIXED ROUTE													Comments
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	ANNUAL	
OPERATING DAYS														
Weekday	22	22	20	23	18	19	21	19	21	22	21	21	249	
Saturday	4	5	4	4	5	4	4	4	5	4	5	4	52	
Sunday	4	4	5	4	6	7	5	5	5	3	4	5	57	
TOTAL OPERATING DAYS	30	31	29	31	29	30	30	28	31	29	30	30	358	
FIXED ROUTE RIDERSHIP														
Dinuba: D1	503	795	736	695	366	570	502	613	0	0	0	0	4,780	
D2	370	476	483	442	455	544	520	516	0	0	0	0	3,806	
D3	142	69	120	116	60	88	123	53	0	0	0	0	771	
D4	424	342	427	325	229	226	158	173	0	0	0	0	2,304	
(Dinuba Connection) DC	472	1,284	1,419	1,302	1,267	915	611	1,460	0	0	0	0	8,730	
(Dinuba High School Loop) DL	N/A	N/A	57	42	28	24	46	62	0	0	0	0	259	
Dinuba Totals	1,911	2,966	3,185	2,880	2,377	2,343	1,914	2,815	0	0	0	0	20,391	
Tulare: T1	1,737	1,952	1,854	1,581	1,912	1,764	1,763	1,765	0	0	0	0	14,328	
T2	1,866	2,143	1,943	1,776	1,392	1,632	1,862	1,916	0	0	0	0	14,530	
T3	2,231	2,470	2,391	2,346	1,870	1,971	2,229	2,154	0	0	0	0	17,662	
T4	2,742	2,896	2,479	2,926	2,273	2,175	2,398	2,445	0	0	0	0	20,334	
T5	1,385	1,709	1,780	1,310	1,478	1,587	1,575	1,550	0	0	0	0	12,374	
T6	914	1,727	1,868	1,651	1,299	1,232	1,587	1,741	0	0	0	0	12,019	
(Tulare) 11X	2,088	3,028	2,967	3,146	2,320	2,545	2,919	3,135	0	0	0	0	22,148	
Tulare Totals	12,963	15,925	15,282	14,736	12,544	12,906	14,333	14,706	0	0	0	0	113,395	
Commuter: C10	2,781	3,469	3,514	2,912	1,952	2,846	3,167	2,479	0	0	0	0	23,120	
C20	1,439	1,491	1,752	2,034	1,275	1,239	1,176	1,087	0	0	0	0	11,493	
C30	2,552	3,002	2,971	2,473	2,150	2,941	3,286	3,521	0	0	0	0	22,896	
C40	1,737	3,149	3,063	2,111	3,073	1,882	2,583	2,658	0	0	0	0	20,256	
C70	62	0	0	30	4	6	0	15	0	0	0	0	117	Genfare not reporting data accurately for Aug 2025 - Feb 2026
C80	58	6	0	0	0	9	0	0	0	0	0	0	73	Genfare not reporting data accurately for Aug 2025 - Feb 2026
C90	358	137	6	112	82	0	0	4	0	0	0	0	699	Genfare not reporting data accurately for Aug 2025 - Feb 2026
County Totals	8,987	11,254	11,306	9,672	8,536	8,923	10,212	9,764	0	0	0	0	78,654	
Tule River Tribe (TR)	70	75	66	81	55	61	52	52	0	0	0	0	512	
TOTAL RIDERSHIP	23,931	30,220	29,839	27,369	23,512	24,233	26,511	27,337	0	0	0	0	212,952	

AGENDA ITEM IV-B: FY 2025-2026 Ridership Summary Report

TCRTA	ON-DEMAND													Comments
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	ANNUAL	
PARATRANSIT RIDERSHIP														
Dinuba	206	233	227	222	188	228	234	205	0	0	0	0	1,743	
Lindsay	84	69	62	60	36	39	35	27	0	0	0	0	412	
County	92	95	84	119	132	135	157	173	0	0	0	0	987	
Tulare	494	497	450	610	549	575	640	596	0	0	0	0	4,411	
Woodlake	164	154	188	193	141	193	205	211	0	0	0	0	1,449	
TOTAL RIDERSHIP	1,040	1,048	1,011	1,204	1,046	1,170	1,271	1,212	0	0	0	0	9,002	Service commingled with Microtransit
MICROTRANSIT RIDERSHIP														
Dinuba	298	279	271	253	236	257	287	259	0	0	0	0	2,140	
Exeter	18	15	15	26	32	42	27	39	0	0	0	0	214	
Farmersville	72	86	140	141	98	94	61	78	0	0	0	0	770	
Goshen	26	36	49	37	30	31	26	35	0	0	0	0	270	
Ivanhoe	46	41	44	72	65	79	71	62	0	0	0	0	480	
Lindsay	64	78	113	124	126	144	157	185	0	0	0	0	991	
Orosi-Cutler	31	31	17	27	30	42	38	39	0	0	0	0	255	
Porterville	44	58	121	160	131	127	147	174	0	0	0	0	962	
County	229	262	242	268	201	276	306	302	0	0	0	0	2,086	
Tulare	619	880	858	891	836	797	886	760	0	0	0	0	6,527	
Visalia	361	416	479	592	459	472	480	438	0	0	0	0	3,697	
Woodlake	35	30	40	41	28	32	53	56	0	0	0	0	315	
TOTAL RIDERSHIP	1,843	2,212	2,389	2,632	2,272	2,393	2,539	2,427	0	0	0	0	18,707	Service commingled with Paratransit
Rider Account Creations	279	381	342	313	242	239	296	250					2,342	

TCRTA	SERVICES PROVIDED BY VISALIA TRANSIT													Comments
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	ANNUAL	
FIXED ROUTE RIDERSHIP														
Exeter Boardings (Route 9)	688	956	990	962	928	N/A	N/A	N/A	0	0	0	0	4,524	Inaccurate data reporting - ridership not available
TOTAL EXETER RIDERSHIP	688	956	990	962	928	N/A	N/A	N/A	0	0	0	0	4,524	
Farmersville Boardings (Route 9)	607	883	1096	904	805	N/A	N/A	N/A	0	0	0	0	4,295	Inaccurate data reporting - ridership not available
Farmersville Boardings (Route 12)	383	409	188	116	247	N/A	N/A	N/A	0	0	0	0	1,343	Inaccurate data reporting - ridership not available
TOTAL FARMERSVILLE RIDERSHIP	990	1292	1,284	1,020	1,052	0	0	0	0	0	0	0	5,638	
DIAL-A-RIDE RIDERSHIP														
Trips from Exeter	92	77	85	85	52	87	84	60	0	0	0	0	622	
Trips to Exeter	69	72	78	80	48	80	74	52	0	0	0	0	553	
TOTAL EXETER RIDERSHIP	161	149	163	165	100	167	158	112	0	0	0	0	1,175	
Trips from Farmersville	27	39	38	55	41	68	40	38	0	0	0	0	346	
Trips to Farmersville	24	33	33	50	40	63	40	30	0	0	0	0	313	
TOTAL FARMERSVILLE RIDERSHIP	51	72	71	105	81	131	80	68	0	0	0	0	659	

AGENDA ITEM IV-B-1: FY 2024-2025 Ridership Summary Report

TCRTA	FIXED ROUTE													Comments	
	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL		
OPERATING DAYS															
Weekday	22	22	20	23	18	19	21	19	21	22	21	21	21	249	
Saturday	4	5	4	4	5	4	4	4	5	4	5	4	5	52	
Sunday	4	4	5	4	6	7	5	5	5	3	4	5	5	57	
TOTAL OPERATING DAYS	30	31	29	31	29	30	30	28	31	29	30	30	358		
FIXED ROUTE RIDERSHIP															
Dinuba: D1	709	595	549	666	504	686	589	694	716	684	419	635	635	7,446	
D2	670	693	678	966	740	659	468	662	683	709	445	567	567	7,940	
D3	196	258	259	432	311	192	148	92	87	87	36	87	87	2,185	
D4	421	702	608	711	471	322	329	259	353	377	205	480	480	5,238	
(Dinuba Connection) DC	198	1,174	1,318	1,318	1,201	574	852	1,207	1,392	1,236	293	335	335	11,098	
Dinuba Totals	2,194	3,422	3,412	2,411	3,227	2,433	2,386	2,914	3,231	3,093	1,398	2,104	2,104	32,225	
Tulare: T1	1,630	1,649	2,321	2,156	1,905	1,426	1,629	2,086	1,739	2,115	1,807	1,741	1,741	22,204	
T2	1,849	1,757	2,470	2,411	1,836	1,788	2,060	1,798	1,942	1,907	1,868	1,575	1,575	23,261	
T3	1,719	1,763	2,261	2,519	2,133	1,928	2,114	2,087	2,417	2,276	2,252	2,200	2,200	25,669	
T4	3,122	2,376	2,596	2,485	3,052	2,820	2,816	2,695	2,666	2,997	2,912	2,532	2,532	33,069	
T5	2,068	1,793	1,801	1,761	1,885	1,480	1,821	1,845	1,999	1,938	1,924	1,459	1,459	21,774	
T6	1,006	1,439	1,636	1,944	1,212	970	1,420	1,501	1,550	1,512	1,218	996	996	16,404	
(Tulare) 11X	1,721	2,266	2,570	3,280	2,941	2,645	3,283	2,879	3,271	2,937	2,772	2,089	2,089	32,654	
Tulare Totals	13,115	13,043	15,655	16,556	14,964	13,057	15,143	14,891	15,584	15,682	14,753	12,592	12,592	175,035	
Commuter: C10	2,483	3,508	3,677	4,498	3,873	3,642	3,915	3,957	4,456	3,920	2,662	3,013	3,013	43,604	
C20	1,514	1,643	1,819	1,871	1,717	1,663	1,628	1,489	1,609	1,712	1,482	1,268	1,268	19,415	
C30	2,387	2,284	3,204	3,338	3,769	3,166	3,171	3,424	3,602	3,385	3,019	2,808	2,808	37,557	
C40	2,274	2,963	2,862	3,165	2,957	2,887	4,046	3,764	4,302	3,278	3,387	2,090	2,090	37,975	
C70	49	49	55	37	45	69	70	91	87	78	79	33	33	742	
C80	57	62	82	46	82	84	73	73	50	31	44	16	16	700	
C90	213	330	550	545	391	415	348	494	308	245	322	139	139	4,300	
County Totals	8,977	10,839	12,249	13,500	12,834	11,926	13,251	13,292	14,414	12,649	10,995	9,367	9,367	144,293	
Tule River Tribe (TR)	59	56	36	45	49	55	61	41	87	109	115	71	71	784	Service reinstated on April 1, 2024
TOTAL RIDERSHIP	24,345	27,360	31,352	32,512	31,074	27,471	30,841	31,138	33,316	31,533	27,261	24,134	352,337		

AGENDA ITEM IV-B-1: FY 2024-2025 Ridership Summary Report

TCRTA	ON-DEMAND													Comments
	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL	
PARATRANSIT RIDERSHIP														
Dinuba	71	89	94	121	124	113	103	98	131	140	169	133	1,386	
Lindsay	33	68	38	40	56	50	46	55	54	59	53	73	625	
Tulare	220	360	366	483	400	376	381	302	374	390	426	361	4,439	
Woodlake	102	218	233	251	175	163	163	145	181	185	193	157	2,166	
County	97	43	63	88	65	82	93	77	72	104	102	86	972	
TOTAL RIDERSHIP	523	778	794	983	820	784	786	677	812	878	943	810	9,588	Service commingled with Microtransit
MICROTRANSIT RIDERSHIP														
Dinuba	239	285	268	364	312	340	327	293	338	359	352	312	3,789	
Exeter											13	7	20	
Farmersville	29	51	67	79	23	24	43	32	32	42	52	45	519	
Lindsay	49	70	87	87	97	62	83	106	116	85	77	71	990	
Tulare	160	361	357	517	506	421	511	516	488	566	618	555	5,576	
Woodlake	38	41	35	55	81	144	109	88	98	67	81	60	897	
County	163	202	237	307	253	230	225	267	333	322	351	330	3,220	
Visalia	123	366	488	663	395	200	256	254	289	279	296	297	3,906	
TOTAL RIDERSHIP	801	1,376	1,539	2,072	1,667	1,421	1,554	1,556	1,694	1,720	1,840	1,677	18,917	Service commingled with Paratransit
Rider Account Creations	420	423	369	314	276	226	236	247	261	216	264	252	3,504	

TCRTA	SERVICES PROVIDED BY VISALIA TRANSIT													Comments
	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL	
FIXED ROUTE RIDERSHIP														
Exeter Boardings (Route 9)	734	72	733	907	698	934	984	750	654	648	750	608	8,472	
TOTAL EXETER RIDERSHIP	734	72	733	907	698	934	984	750	654	648	750	608	8,472	
Farmersville Boardings (Route 9)	487	121	688	895	887	831	1,134	589	640	647	696	498	8,113	
Farmersville Boardings (Route 12)	459	629	514	399	427	571	419	570	702	841	705	508	6,744	
TOTAL FARMERSVILLE RIDERSHIP	946	750	1,202	1,294	1,314	1,402	1,553	1,159	1,342	1,488	1,401	1,006	14,857	
48														
DIAL-A-RIDE RIDERSHIP														
Trips from Exeter	117	61	84	168	110	69	69	65	55	53	63	26	940	
Trips to Exeter	117	77	83	173	119	73	79	70	63	56	69	28	1,007	
TOTAL EXETER RIDERSHIP	234	138	167	341	229	142	148	135	118	109	132	54	1,947	
Trips from Farmersville	78	38	32	64	63	24	27	20	29	29	27	18	449	
Trips to Farmersville	74	36	29	67	64	23	29	20	27	29	22	14	434	
TOTAL FARMERSVILLE RIDERSHIP	152	74	61	131	127	47	56	40	56	58	49	32	883	

Tulare County Regional Transit Agency

AGENDA ITEM IV-C

March 16, 2026

Prepared by Juana Sierra-Perez, Finance Manager

SUBJECT:

Action: Receive and File the Preliminary Financial Statement as of February 28, 2026.

BACKGROUND:

The following Preliminary Financial Statement for February 28, 2026, provides you with the Revenues and Expenditures and compares them to the YTD budget.

DISCUSSION:

These financial Statements for February 28, 2026, are preliminary, as the Fiscal Year 2024-2025 is closing, and other accruals are pending.

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors receive and file the Preliminary Financial Statement as of February 28, 2026.

FISCAL IMPACT:

None

ATTACHMENTS:

1. Preliminary Financial Statement for February 28, 2026

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County of Tulare

Report Name: Listing of Revenues vs Budget

Report ID: BA-A203

Fiscal Year: 2026 | Accounting Period: 8 | Fund(s): 793-793 | Department: All | Unit: 1000

Revenue- February 2026

Report Date: 3/5/2026 | Report Time: 7:58 AM

RSRC DESCRIPTION CODE - DESCRIPTION	CURRENT PERIOD		YEAR TO DATE		CURRENT BUDGET	ADOPTED BUDGET
	COLLECTED REVENUE	RECOGNIZED REVENUE	COLLECTED REVENUE	RECOGNIZED REVENUE		
Fund: 793 - TCRTA JPA Department: 793 - TCRTA JPA Unit: 1000 - Tulare County						
4044 - Ltf-99260(A)	0.00	0.00	0.00	0.00	0.00	0.00
4049 - Sta-Transit	0.00	0.00	0.00	0.00	0.00	0.00
4079 - Measure R Local	0.00	0.00	0.00	0.00	0.00	0.00
4801 - Interest	0.00	0.00	124,615.04	124,615.04	1.00	1.00
5054 - State-Other	738,379.00	738,379.00	8,724,611.27	8,724,611.27	0.00	0.00
5096 - LCTOP	0.00	0.00	0.00	0.00	0.00	0.00
5256 - FTA	0.00	0.00	0.00	0.00	0.00	0.00
5700 - Fed-Other	0.00	0.00	(8,053,957.99)	(8,053,957.99)	0.00	0.00
5835 - Oth Revenue	877,500.00	877,500.00	880,542.07	880,542.07	0.00	0.00
5841 - O/L Warrants	0.00	0.00	2,841.46	2,841.46	1.00	1.00
5873 - Pub Trans	30,470.65	30,470.65	522,541.84	522,541.84	0.00	0.00
UNIT 1000 Totals:	1,646,349.65	1,646,349.65	2,201,193.69	2,201,193.69	2.00	2.00
DEPT 793 Totals:	1,646,349.65	1,646,349.65	2,201,193.69	2,201,193.69	2.00	2.00
FUND 793 Totals:	1,646,349.65	1,646,349.65	2,201,193.69	2,201,193.69	2.00	2.00
Report Totals:	1,646,349.65	1,646,349.65	2,201,193.69	2,201,193.69	2.00	2.00



County of Tulare

Report Name: Listing of Obligations and Budget
 Report ID: BA-A103
 Fiscal Year : 2026 | Accounting Period: 8 | Fund(s): 793 |
 Department: All | Unit: All | Activity: All

Expenses- February 2026

Report ID: BA-A103 | Report Date: 3/5/2026 | Report Time: 7:46 AM

Object Code - Description	Current Period			Year to Date			Current Budget	Adopted Budget	
	Encumbrances	Expenditures	Total Obligations	Encumbrances	Expenditures	Total Obligations			
Fund: 793 - TCRTA JPA		Department: 793 - TCRTA JPA			Unit: 1000 - Tulare County		Activity:		
Appropriation:		793 - Department Tota							
6000 Salaries	0.00	0.00	0.00	0.00	0.00	0.00	954,895.00	954,895.00	
6001 Alloc. Sal.	0.00	56,979.58	56,979.58	0.00	411,076.74	411,076.74	1.00	1.00	
6002 Overtime	0.00	0.00	0.00	0.00	50.79	50.79	0.00	0.00	
6003 Other Pay	0.00	1,718.40	1,718.40	0.00	12,795.31	12,795.31	1.00	1.00	
6004 Benefits	0.00	8,617.30	8,617.30	0.00	55,869.16	55,869.16	1.00	1.00	
6005 Extra Help	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	
6011 Retire-Co	0.00	8,669.00	8,669.00	0.00	62,450.63	62,450.63	1.00	1.00	
6012 Soc Sec	0.00	4,559.53	4,559.53	0.00	32,838.46	32,838.46	1.00	1.00	
6014 Pob	0.00	3,260.70	3,260.70	0.00	25,890.08	25,890.08	1.00	1.00	
7000 Services	(14,844.92)	14,844.92	0.00	13,631.15	211,272.24	224,903.39	850,000.00	850,000.00	
7005 Communicate	0.00	2,429.42	2,429.42	0.00	35,531.81	35,531.81	87,952.00	87,952.00	
7010 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	34,439.00	34,439.00	
7021 Maint-Equip	0.00	0.00	0.00	0.00	16,354.00	16,354.00	943,438.00	943,438.00	
7024 Maint-Bld-Im	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
7036 Office Expen	(196.71)	3,807.35	3,610.64	926.37	19,508.74	20,435.11	17,662.00	18,012.00	
7040 Courier	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
7043 Prof & Spec	7,100.00	677,013.21	684,113.21	8,409.77	8,431,998.19	8,440,407.96	15,431,038.00	15,431,038.00	
7062 Rent-Bldg	0.00	5,988.00	5,988.00	0.00	55,668.00	55,668.00	72,058.00	72,058.00	
7066 Spc Dept Exp	0.00	3,752.40	3,752.40	3,743,011.02	551,769.33	4,294,780.35	4,804,625.00	4,804,625.00	
7073 Training	0.00	0.00	0.00	0.00	0.00	0.00	12,806.00	12,806.00	
7074 Trans & Trav	0.00	0.00	0.00	0.00	1,563.32	1,563.32	16,754.00	16,754.00	



County of Tulare

Report Name: Listing of Obligations and Budget
 Report ID: BA-A103
 Fiscal Year : 2026 | Accounting Period: 8 | Fund(s): 793 |
 Department: All | Unit: All | Activity: All

Expenses- February 2026

Report ID: BA-A103 | Report Date: 3/5/2026 | Report Time: 7:46 AM

Object Code - Description	Current Period			Year to Date			Current Budget	Adopted Budget
	Encumbrances	Expenditures	Total Obligations	Encumbrances	Expenditures	Total Obligations		
Fund: 793 - TCRTA JPA		Department: 793 - TCRTA JPA		Unit: 1000 - Tulare County			Activity:	
Appropriation: 793 - Department Tota								
7081 Utilities	0.00	24,848.35	24,848.35	0.00	209,634.06	209,634.06	142,631.00	142,631.00
7130 EE Appreciation	0.00	350.00	350.00	0.00	350.00	350.00	350.00	0.00
7421 Int-Late Pay	0.00	0.00	0.00	0.00	1,894.79	1,894.79	1.00	1.00
7720 ADMIN CNTY LS	0.00	0.00	0.00	0.00	0.00	0.00	53,130.00	53,130.00
APPR 793 Totals:	(7,941.63)	816,838.16	808,896.53	3,765,978.31	10,136,515.65	13,902,493.96	23,421,786.00	23,421,786.00
ACTV Totals:	(7,941.63)	816,838.16	808,896.53	3,765,978.31	10,136,515.65	13,902,493.96	23,421,786.00	23,421,786.00
UNIT 1000 Totals:	(7,941.63)	816,838.16	808,896.53	3,765,978.31	10,136,515.65	13,902,493.96	23,421,786.00	23,421,786.00
DEPT 793 Totals:	(7,941.63)	816,838.16	808,896.53	3,765,978.31	10,136,515.65	13,902,493.96	23,421,786.00	23,421,786.00
FUND 793 Totals:	(7,941.63)	816,838.16	808,896.53	3,765,978.31	10,136,515.65	13,902,493.96	23,421,786.00	23,421,786.00
Report Totals:	(7,941.63)	816,838.16	808,896.53	3,765,978.31	10,136,515.65	13,902,493.96	23,421,786.00	23,421,786.00

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AGENDA ITEM IV. D

March 16, 2026

Prepared by Juana Sierra-Perez

SUBJECT:

Action: Approve Resolution 2026-008 Sage Intacct Inc Software - Implementing New Accounting and Grant Tracking Software for TCRTA

BACKGROUND:

The Tulare County Regional Transit Agency (TCRTA) currently utilizes existing accounting and spreadsheet-based systems for financial management, grant tracking, budget reporting, and Federal Transit Administration (FTA) compliance. As TCRTA's financial operations continue to grow in complexity, including multiple federal and state funding sources (FTA 5307, 5311, 5339; ARPA; LCTOP; STA; SB1, etc.), the need for a centralized, integrated financial and grant-tracking platform has become critical.

TCRTA issued requests for proposals and received three (3) qualified proposals for accounting and grant management software solutions: Sage Intacct Inc, Blackbaud and Accufund. All vendors demonstrated the capability to provide:

- General Ledger and Budget Management
- Grant Tracking by Funding Source and Project
- Encumbrance and Purchase Order Tracking
- Automated Financial Reporting
- Audit and Compliance Reporting
- Multi-year Budget Forecasting
- Cloud-based access and security controls

After evaluating functionality, cost, implementation support, integration capability, and long-term scalability, the staff recommends selecting the preferred vendor, as outlined in the attached resolution.

DISCUSSION:

TCRTA's financial management structure must support:

- Federal grant compliance (2 CFR Part 200)
- FTA Triennial Review Readiness
- Real-time project and capital tracking
- Multi-fund accounting
- Procurement of compliance documentation
- Asset tracking and reporting

Currently, several of these processes rely on manual spreadsheets and cross-references between systems. While functional, this approach increases the risk of:

- Reporting delays
- Human error
- Grant drawdown tracking inconsistencies
- Audit findings due to a lack of system integration
-

Implementation of a centralized accounting and grant management system will:

1. Improve transparency and internal controls
2. Strengthening FTA and State audit compliance
3. Reduce manual data entry and reconciliation time
4. Provide Board-ready financial reporting
5. Enhance budget-to-actual monitoring in real time
6. Improve procurement and encumbrance tracking

All proposals were evaluated based on:

- System functionality
- Grant management capability
- Implementation timeline
- Training and support
- Cost structure (implementation + annual subscription)
- Public agency experience

The recommended vendor, Sage Intacct Inc. offers the strongest integration among accounting, grant tracking, and procurement oversight, directly supporting TCRTA's financial sustainability and compliance goals. Implementation is expected to take approximately 4 months, with go-live anticipated in FY 2026.

RECOMMENDATION:

Approve Resolution 2026-008 authorizing the Executive Director to enter into an agreement for accounting and grant tracking software implementation and subscription services.

FISCAL IMPACT:

The total implementation cost is **\$20,000.00** (one-time fixed fee for implementation services provided by Sage Intacct Inc.).

The annual software subscription cost for Sage Intacct Inc is:

- **Year 1:** \$27,000.29
- **Year 2:** \$28,350.30 (5% annual increase)
- **Year 3:** \$29,767.81 (5% annual increase)

Total subscription investment over the 36-month contract term is **\$105,118.40**

The total first-year investment (implementation + Year 1 subscription) is **\$47,000.29**.

Funding for this project will be reallocated within the FY 2025–2026 Approved Budget and does not require a budget increase. The cost will be funded through the Administration cost center to the Software/Technology Services line item.

A budget reallocation summary is attached reflecting the transfer of appropriations.

There is no net increase to the Agency's overall budget.

ATTACHMENT:

1. Sage Intacct Inc Quote – 36-Month Subscription

2. FY 2025–2026 Budget Reallocation Detail
3. Resolution 2026-008 Authorizing Software Agreement

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Alex Nemchinov
Sage Intacct, Inc.
300 Park Ave, Floor Suite 1400
San Jose, CA 95110
(408) 878-0900

Date: 09-Mar-2026
Offer Expires: 19-Mar-2026
Quote #: Q-897532

Order Schedule

Prepared For:
Name: Juana Sierra-Perez
Company: Tulare County Regional Transit Agency
Address: 200 East Center Avenue
Visalia, CA 93291
Phone: (559) 372-2290
Email: jsierraperez@gotcrta.org

Bill To:
Name: Danielle Puder
Company: Tulare County Regional Transit Agency
Address: 200 E. Center Ave.
Visalia, CA 93291
Phone: +15596230833
Email: dpuder@gotcrta.org

Subscription Period Length: 36 (months)

Billing Period: 31-Mar-2026 through 30-Mar-2027

Subscription Invoicing: Annual subscription fees begin on the start date of your paid subscription period, with such fees invoiced annually at the beginning of each billing period.

Professional Services Payment Terms: Professional Services fees are invoiced 25% upon execution of this Order Schedule, 25% thirty (30) days thereafter, 25% sixty (60) days thereafter, and the remaining 25% ninety (90) days thereafter or upon the System Go-live Date, whichever occurs first. Upon the System Go-live Date, any unbilled amounts will be invoiced immediately. All invoices are due upon invoice date.

Subscription Payment Terms: Net 30 from date of invoice.

Products

Sage Intacct Services

Product Name	Description	Quantity	Net Price Each	Total Price
Sage Intacct Financial Management for Nonprofits	Sage Intacct Financial Management for Nonprofits includes the following: General Ledger, Cash Management, Purchase Order, Accounts Payable, Order Entry, Accounts Receivable, Basic Project Tracking, Core Reporting and Dashboards, Multi-Entity Insight, Budget Reporting, Customization Services, Standard Platform Services, Performance Tier 1 for Sage Intacct, and the User Defined Dimensions pack. Under Performance Tier 1 for Sage Intacct, API transactions for any custom integrations, ETL integrations with our Marketplace Partners, and partners that exit our Marketplace Partner program require a Web Services - Developer License and are also included at no additional cost until the number of API transactions exceed 100,000 API transactions per month. Monthly overage fees will apply if you exceed this use. API transactions for modules of the Sage Intacct Services, FinTech partners that we recommend to you, and Third-Party Services that we resell to you on our Order Schedules are included at no additional cost.	1.00	9,473.98	9,473.98
Sage Intacct Platform Services - Standard	Sage Intacct Platform Services - Standard includes the ability to deploy up to 2 applications on the Sage Intacct Platform with up to 10 custom objects and 10,000 custom records. This SKU is the minimum purchase required for the deployment of any Sage Intacct Marketplace Partner applications or other third-party applications.	1.00	0.00	0.00
User License - Business User	Users with unlimited access rights to all applications. Can be restricted based on permissions assigned by an Administrator.	3.00	3,066.46	9,199.38
Sage Intacct Employee User 10 Pack	Ten (10) additional employee user pack with limited access rights which include: Read only access to the Dashboard; Ability to enter/approve expense reports, staff expenses, timesheets and/or purchase requisitions and to approve for payments. Also includes read only access to any additional applications built on the Intacct Platform.	1.00	1,647.65	1,647.65
Sage Intacct Learning Membership	Allows employees access to a library of on-demand courses through the Sage Intacct Learning Center	1.00	1,281.50	1,281.50
Sage Fixed Assets Management for Non-Profit Tier 1	Create, track, and manage your fixed assets as they depreciate over time. Automate the complete fixed asset life cycle from acquisition to disposal. This tier includes up to 250 fixed assets. If you need additional assets, then you must upgrade to the next tier before exceeding this use.	1.00	1,464.58	1,464.58
Sage Intacct Grants Tracking and Billing Upgrade	Extend Project Tracking to fuller Grants Tracking and Billing. Allows you to create records with descriptive elements and tag select financial transactions with specific grant information for reimbursement request generation, invoicing if needed, analysis, and reporting. Allows for resource skill and certification tracking, resource analysis and assignment, utilization and forecasting. Includes Basic Project tracking, Sage Intelligent Time for AI-powered web and mobile timekeeping with suggested time entries and Time & Expense.	1.00	3,933.20	3,933.20
Sage Intacct Services Total:				USD 27,000.29

One-Time and Other Charges

Product Name	Description	Quantity	Net Price Each	Total Price
Sage Intacct API Overage	If you conduct more monthly API transactions than the amount included in your performance tier, then the following overage fees apply to each API transaction you conduct over those limits. The overage fees for API transactions are calculated here per pack of 10 API transactions and will be billed on a monthly basis.	0.00	0.17	0.00
Sage Intacct Professional Services Fixed Bids	Sage Intacct Professional Services to be delivered at a fixed price. See attached Statement of Work for complete description of in-scope services.	1.00	25,500.00	25,500.00
One-Time Services Promotion - Sage Intacct paper	The Professional Services Promotional Pricing Discount is a one-time discount available only for the initial subscription period and cannot be applied to prices for any future subscription periods. The discount amount is intended to offset a portion of the professional services fees for implementing Sage Intacct.	1.00	-5,500.00	-5,500.00
One-Time and Other Charges Total:				USD 20,000.00

Grand Total: USD 47,000.29

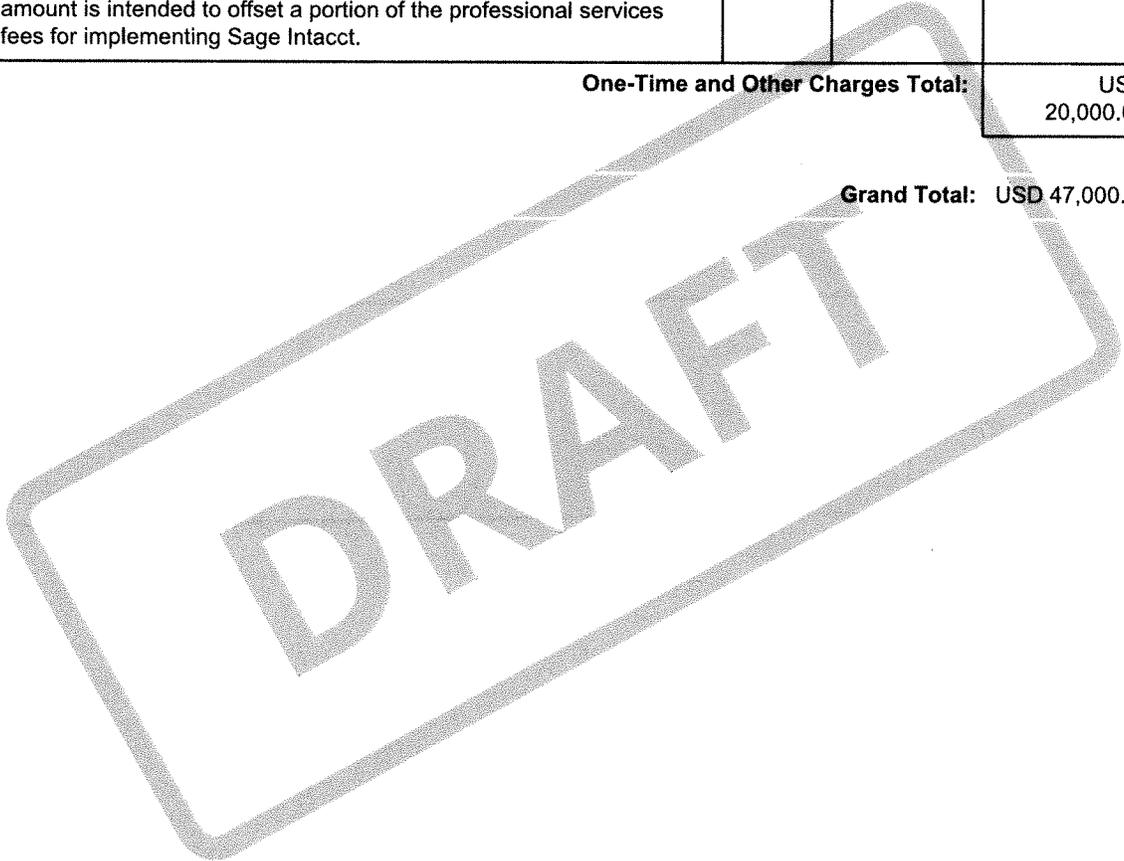


Exhibit A

Additional Terms and Conditions

The following terms are added to, and in the event of a conflict prevail over, the Terms:

- During the subscription period of this Order Schedule, we will increase the pricing of your subscriptions one time annually by five percent (5%) during the next two annual billing periods (i.e., years 2 and 3 of the subscription period of this Order Schedule). We will provide you with at least 30 days' written notice of any such increase and such increase will only apply at the beginning of the applicable annual billing period.
- Sage Intacct Financial Management includes up to two hundred (200) bank account connections through bank feeds. Bank feeds provide electronic access to thousands of financial institutions for bank reconciliations and matching payments to invoices.



Statement of Work

Sage Intacct Implementation



The information in this document is confidential between Client and Sage Intacct, Inc.
This document must not be disclosed to any third party without prior consent from Sage Intacct, Inc.
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Reference

Sage Intacct, Inc.'s Professional Services (PS) organization proposes the following services and deliverables for Tulare County Regional Transit Agency (Client). In this document, Sage Intacct, Inc. is referred to as "Intacct."

Scope of Project

The services and deliverables to be provided for this project are shown below and will be provided in accordance with Intacct's Project Delivery Methodology as outlined in Appendix A and the Project Timeline for this project as shown in Appendix B.

Entity Breakdown

- 1 Transactional Entity

Sage Intacct – Module-related Services

The Intacct modules and/or functionality PS will address as part of this project are detailed in this SOW and this SOW describes the services and deliverables PS will be providing.

Any count limits specified are outlined for the scope of this project and do not reflect any limits in Intacct. Where applicable, Client can perform additional services as required beyond the limits indicated.

Sage Intacct Environment

PS will provide the following services related to Client's Sage Intacct environment:

Single Sage Intacct Company

Setup and Configuration

- Create one (1) Sage Intacct Company with single base currency (USD)

Historical Data Loading

PS will upload the following historical data to the General Ledger as journal entries. Historical data is defined as data not processed using the Sage Intacct service. For 1 entity:

- GL account net summary beginning balances as of 2025/06/30
- GL account detail transactions for the period: 2025/07/01 through Go Live

Core Financials System

PS will provide the following services related to Core Financials within all transactional entities:

Company

Setup and Configuration

- Configure Company general information, security, preference, accounting, and display settings
- Subscribe to purchased applications
- Review user/role creation process and permission options. Create one (1) role or user with permission designations. Client is responsible for creating additional role and user permission designation and assigning permissions to users.

- Create Dimension Groups
- Enable Accrual basis accounting method
- Create Document Numbering
- Enable Custom Reporting Period: - Enter -

Data Loading

- One (1) set of Locations
- One (1) set of Classes
- One (1) set of Departments

- One (1) set of Allocations

General Ledger

Setup and Configuration

- Configure application and application behavior preference options
- Create transactional and statistical journals
- Deploy QuickStart financial reports and enable Financial Report Writer
- Create one (1) sample template journal entry and recurring journal entry. Client is creating template and recurring journal entries.

Data Loading

- One (1) set of Chart of Accounts
- One (1) set of Statistical Accounts
- One (1) set of budgets
- One (1) set of Client Reporting Periods

Accounts Payable

Setup and Configuration

- Configure application and application behavior preference options
- Create account labels
- Configure transaction batch settings
- Create one (1) sample recurring bill. Client is responsible for creating recurring bills.
- Create AP Terms
- Configure quick checks and pre-payments
- Create default AP aging periods
- Create vendor groups
- Enable the following bill payment methods: Check, Cash, Offline charge card, and Record Transfer.
- Assign bill payment approval levels

Data Loading

- One (1) set of Vendors
- One (1) set of Open AP Bills at Go-live
- One (1) set of Vendor 1099 opening balances at Go-live

Accounts Receivable

Setup and Configuration

- Configure application and application behavior preference options
- Create account labels
- Configure transaction batch settings
- Create one (1) sample recurring invoice. Client is responsible for creating recurring invoices.
- Create AR Terms
- Configure quick deposits and advances
- Create default AR aging periods
- Create customer groups
- Enable the following invoice payment methods: Check, Cash, Offline charge card, and Record Transfer.

Data Loading

- One (1) set of Customers
- One (1) set of Open AR Invoices at Go-live

Cash Management

PS will setup and configure up to three (3) accounts, which can be one or a combination of checking, savings, or credit card accounts.

Bank Feed Set up not included in this SOW. Tulare does not require as all accounting is done in Afin.

Check Printing configuration is not included in this SOW. Tulare will process all AP transactions through Afin.

Dashboards

Setup and Configuration

- Enable Dashboards application and deploy available pre-packaged Dashboards
- Sage will set up and configure one (1) Dashboard to contain and display Sage Intacct components. This will be provided to facilitate training for the Customer in report and dashboard generation on their own.

Reporting Center

Setup and Configuration

- Enable Reporting Center application
- Create up to one (1) Report Group

Grant Tracking and Billing

PS will provide the following services related to the Grant Tracking and Billing for one entity:

Setup and Configuration

- Enable ability to create and maintain Grants and assign grants on transactions in Order Entry, Purchasing, Accounts Payable, Time & Expense, and General Ledger
- Enable ability to set transactions with grant information as billable and generate grant-based reimbursement requests and/or invoices for scheduled, fixed price, percent complete, and/or milestone billing

Custom Description

Tulare will be importing data from their Afin accounting software into Intacct on a monthly basis; therefore Time and Expense and Purchasing is not included in this SOW. Include build of Recurring Import Template from Afin to Intacct. Develop Allocation Table to split Afin transactions to Intacct Grant Dimension.

Order Entry

PS will provide the following services related to the Order Entry Application for one entity:

Setup and Configuration

- Configure application and application behavior preference options
- Configure up to one (1) price list
- Deploy Order Entry QuickStart Workflow selected by Client or enable Advanced Order Entry processing with creation and configuration of up to six (6) transaction documents enabling Client to process transactions through the full Sage Intacct Sales Lifecycle (Sales Quote, Sales Order, Shipper, Sales Invoice, Sales Return, and Customer Credit).

- Create sample Product Lines and Item GL Groups. Client is responsible for creating full set of Product Lines and Item GL groups for their business.
- N.B. The above will be configured without sales tax.

Custom Description

Included in Grant Tracking and Billing

Data Loading

- One (1) set of items including the following item types:
 - Non-Inventory
 - Non-Inventory (Sales only)

Sage Intacct Collaborate

PS will provide the following services related to Sage Intacct Collaborate:

Setup and Configuration

- Enable Sage Intacct Collaborate within Client’s Production Sage Intacct company configured as either Sage Intacct Only or Extend Chatter from your Salesforce organization to Sage Intacct (the latter option is available only when Client is currently subscribed to Salesforce).
- Provide general guidance and best practices when using Sage Intacct Collaborate, which is expected to include but not limited to the following: Sage Intacct Collaborate functionality/usage overview, business case recommendations for leveraging Sage Intacct Collaborate, and organization roll-out strategy/planning.
- Provide Client’s Salesforce administrator the “Salesforce Chatter Integration Guide” for configuring Client’s Salesforce organization to integrate Salesforce Chatter with Sage Intacct Collaborate and provide as-requested assistance (these services are applicable when the Extend Chatter from your Salesforce organization to Sage Intacct configuration option has been selected). Client is responsible for configuring Client’s Salesforce organization.

Sage Intacct Web Services and Platform Services

PS will provide the following services related to enabling Sage Intacct Web Services and Platform Services when subscribed:

Setup and Configuration

- Activate Sage Intacct Web Services within Client’s Sage Intacct company
- Activate Sage Intacct Platform Services within Client’s Sage Intacct company

Nonprofit Fixed Assets

PS will provide the following services and deliverables to implement the Fixed Assets (“FA”) application in Client’s Production Sage Intacct company for use by all transactional entities.

Setup and Configuration

- Conduct project kickoff meeting with the following activities:
 - Introduce the Client and Sage Intacct project participants
 - Review the tasks on the project plan and schedule all project meetings
 - Review the following data templates to be populated by Client for upload by PS
- FA Class and Asset Import Template

- Review the Solution Definition Document (“SDD”) for FA to finalize the configuration. The SDD is pre-populated by PS with recommended configurations.
- Provide Client the FA User Guide and FA usage test scripts.
- After the kickoff meeting, Client and PS will deliver the tasks as per the agreed project plan

Self-paced Training

During the implementation, a combination of classroom training, self-paced training, and Sage Intacct Services training on Client’s configured Sage Intacct instance can be provided.

- Classroom training will be provided through the Sage Intacct Fundamentals and Sage Intacct Financial Reporting & Dashboards training courses (if purchased).
- Client will access the Sage Intacct Learning Center for on-demand self-paced usage training on specific topics as needed (more details about the self-paced training available can be found at <http://us.intacct.com/training>).

User Acceptance Testing (UAT)

User Acceptance Testing (UAT) is the final validation phase where business users (not developers) test Sage Intacct to confirm that it works exactly as required for real-world operations before going live or rolling out changes.

- The PS team will provide the Client with 7 hours of UAT. Any UAT exceeding the allotted 7 hours will be considered Out Of Scope, and will be billed hourly.

Deploy

PS will assist Client on the below tasks as scoped during the Deploy Phase. The Deploy Phase starts on Go-Live date and ends 45 days after Go-Live date. Deploy Phase is immediately followed by project close out.

Account Reconciliation

PS will assist Client with the bank account reconciliation process and balancing subledgers to General Ledgers. PS will provide guidance and advice on account reconciliation for up to one (1) hour prior to project completion.

Post Go-Live Support

Post-Go-Live Support (First 45 Days) is the stabilization and support period immediately following go-live during which implementation and support teams work closely with end users to ensure the system operates correctly, issues are resolved quickly, and users successfully adopt new processes. PS will provide 7 hours of Post Go-Live Support.

Project Management

Throughout the project PS will provide project management services. PS will designate a single point of contact to serve as both the Project Manager and Client's primary contact. The Project Manager will be responsible for overall project delivery including:

- Developing and maintaining the project plan
- Managing scope and change order requests
- Planning, scheduling, and project controls
- Preparing status reports and conducting status meetings
- Ensuring completion of Intacct’s responsibilities as specified in this Statement of Work

Assumptions and Responsibilities

General

- The full project scope will be delivered according to Intacct's Implementation Methodology as outlined in Appendix A.
- Intacct consultants will work remotely to complete work for this engagement unless otherwise noted in this Statement of Work. Dates for any onsite work by Intacct will be mutually agreed upon in advance between Client and Intacct.
- All defined business processes and configurations will be created once and leveraged across all transactional entities.
- Client will assign a dedicated project team for the duration of the project. The project team should include Subject Matter Experts (SMEs) that will contribute to the system design and system configuration validation. The project team should also include a single point of contact that will function as Client's Project Coordinator and be Intacct's primary contact with Client. Client's Project Coordinator should have full authority to act on behalf of Client with respect to:
 - Decision and signatory authority (or involve appropriate Client parties)
 - Complete Client's activities as specified in this Statement of Work including managing Client's deliverables for the project and reviewing, accepting, and approving project deliverables
 - Authorizing payments
 - Facility and meeting coordination at Client's site (if required)
 - Interfacing with Intacct to ensure an efficient exchange of Information and timely decisions are made
 - Provide remote access to all software and hardware systems for the project including remote access to Sage Intacct with appropriate privileges.
 - Client agrees to grant project team access to Client's Sage Intacct Company as required for the project.

Configuration

- Client is responsible for creating Sage Intacct users and assigning permissions.
- Client is responsible for final check printing alignment and bank verification the check print format is acceptable. Checks can be printed on blank check stock in USD, CAN, and MXN currencies using commercially available blank check stock of size 8.5 x 11 inches. Checks can be printed on pre-printed check stock in USD currency using Sage Intacct-certified pre-printed check stock. Client is responsible for purchasing and providing all check stock on the project.
- Client is responsible for performing all account reconciliations in the Cash Management application and agrees to complete a minimum of one (1) account reconciliation within 30 days after system Go-live.
- System configurations and approval workflows are limited to the configuration and workflow options available within the Sage Intacct product as of the signed Statement of Work date.

Data/Documentation

- Client is responsible for reviewing the Functional Requirements Document and providing additions, clarifications, and corrections to PS. Two (2) rounds of revision to the Functional Requirements Document is included with this service. Two (2) rounds of revision is defined as follows:
 - Client will review version 1.0 of the Functional Requirements Document, providing additions, clarifications, and corrections verbally or in writing.
 - PS will update the Functional Requirements Document
 - Client will review version 1.1 of the Functional Requirements Document providing additions, clarifications, and corrections verbally or in writing.
 - PS will update the Functional Requirements Document.
 - Client will approve version 1.2 of the Functional Requirements Document

- Client is responsible for format, layout, and content modifications to printed documents utilizing the Custom Documents tool within the Sage Intacct product including but not limited to customer sales transactions (sales orders and invoices) and vendor purchase transactions (purchase orders and bills).
- Client is responsible for performing all legacy system data extraction, data cleansing, and data mapping to Sage Intacct accurately populating all data templates for uploading into Sage Intacct according to the specifications and dates in the detailed project plan mutually agreed upon by Client and Intacct. One (1) round of validation to assist Client in providing accurate data templates is included with this service. Validation is defined as providing feedback on a data file for missing required field values, invalid field lengths, invalid field values/type mismatches, and invalid dimension ID values (transaction amounts and balances will not be validated and are responsibility of Client). One (1) round is defined as follows:
 - If the file passes the validation PS will upload the file, or
 - If the file does not pass validation, PS will provide feedback and Client repairs the file
 - PS will validate the repaired file and if it passes the validation will upload the file.
- If imported data is not validated by the Client within 10 calendar days, data validation will be considered final.
- All data reimports or changes will be out of scope at the Client's expense.
- If complete historical data is not provided by 45 days after Go-Live, a 10% fee of total SOW price will be charged to the Client.
- A “set” of data is defined as one (1) upload file containing all data to be uploaded. An Sage Intacct data upload template provides the format by which Client will populate data for upload. One (1) upload file means populating a template once with all data for upload. As an example, if Client has 400 locations to upload, one (1) set is considered one (1) file with 400 locations (as opposed to four (4) separate files with 100 locations in each file).

Training

- Training material is intended for trainees only. Any copies or additional use by Client must be agreed to in writing by Intacct.

Sage Intacct Web Services and Platform Services

- Client is responsible for the design, development, training, maintenance, modification, and support of any Marketplace solutions and/or integrations/applications not developed by Sage Intacct.

FA Data

- Client is responsible for populating all data templates to be uploaded by PS. An Sage Intacct data upload template provides the format by which Client will populate data for upload. The project scope includes upload by PS of the following.
 - One (1) set of Fixed Asset classes
 - One (1) set of amortization-in-progress assets and associated schedules (up to 10 lines) with remaining portions to be amortized as of Go-live date
- Client is responsible for performing all legacy system data extraction, data cleansing, and data mapping to Sage Intacct accurately populating all data templates for upload into Sage Intacct per the specifications and dates in the project plan agreed upon by Client and Sage Intacct. One (1) round of validation to assist Client in providing accurate data templates is included with this service. Validation is defined as providing feedback on a data file for missing required field values, invalid field lengths, invalid field values/type mismatches, and invalid dimension ID values (transaction amounts and balances will not be validated and are responsibility of Client). One (1) round is defined as follows:
 - If the file passes the validation Sage Intacct will upload the file, or
 - If the file does not pass validation, Sage Intacct will provide feedback and Client repairs the file

- Sage Intacct will validate the repaired file and if it passes the validation will upload the file.

FA Configuration and Training

- The FA application will be deployed for use in the Accounts Payable application.
- The FA usage training session is delivered in Client’s Production Sage Intacct company and includes performing common functions and addressing common business scenarios when using the FA application.
- The usage training session will be delivered remotely via Zoom. PS will record the session and provide the recording to Client for future reference.
- To get the most out of the usage training session delivered by PS, PS recommends Client read the FA User Guide as well as provide a sampling of FA records for processing during the training.
- The usage test scripts are provided to Client as additional references to facilitate Client testing.

Fixed Assets Project Plan

Included below is the project plan for the project (specific dates to be determined during the project kickoff meeting).

Task Name	Task Participants	Dates
Conduct project kickoff meeting	Sage Intacct, Client	Day 1
Project Plan Sign-off	Client	Day 1
Populate data templates and provide to Sage Intacct	Client	Days 1 – 5
Conduct data template validation meeting and finalize	Sage Intacct, Client	Day 6
Deploy and configure application, and upload finalized data	Sage Intacct	Days 7 – 8
Read FA Usage Guide and provide sampling of FA records to	Client	End of Day 9
Conduct FA usage training session	Sage Intacct, Client	Day 10
Provide as-requested usage assistance	Sage Intacct	Days 11 – 13
** Project complete **		End of Day 13

Fixed Assets Usage Training Topics

Listed below are the topics to be covered during the usage training session.

Common Functions

- Create FA Class
- Edit Bills/Purchasing Transactions
- Create FA Schedule
- Create/Use List Views
- View & Post Scheduled Entries
- Edit Schedules
- Delete Schedules
- Delete Posted Journal Entries
- Run Reports and View Dashboard
- Assignment of User Permissions

Common Business Scenarios

- Enter a bill posting to a FA
- Create a FA Schedule for a bill previously entered and paid (manually & via import)
- Correct a bill that is missing information required to create a FA schedule
- Correct a bill that incorrectly generated a FA schedule
- Enter a bill that generated a FA schedule with an incorrect dollar amount
- Post a scheduled entry on a FA schedule to the General Ledger
- Actions taken on a FA schedule if the bill is adjusted

- Actions taken on a FA schedule if the bill is credited
- Determine remaining amounts left to depreciate
- Reconcile FA accounts to the General Ledger
- Review generated FA Schedules
- Determine amounts of FA that will post to expense during future periods

Change Control

Any changes to this SOW must be agreed upon in writing. No verbal agreement between persons involved in the Project will be binding on either Intacct or Client. Mutually acceptable changes in the scope of work and adjustments in schedule and/or costs will be incorporated as a modification to this SOW or may become the basis of a new, follow-on SOW.

The approval and execution process for change requests is as follows:

- A requirement for change is identified and documented.
- The requested change is reviewed, any impact to cost and/or project duration are determined and communicated by PS, and the change is agreed to by Client and Intacct.
- An amendment to this SOW is composed by Intacct and agreed to by Client.
- The amendment is incorporated into the SOW and implemented.

Client Sign-offs

The following are critical Client sign-offs required before proceeding to subsequent phases on this project.

- Detailed project plan – Created by the Intacct Project Manager at the beginning of the project and refined throughout as required. Establishes mutually agreeable dates, tasks, and timings from project start to completion. Client sign-off is agreement to plan and commitment to on-time completion of tasks assigned.
- Populated data templates – Client is responsible for populating Sage Intacct data templates with clean data for upload into Sage Intacct. Providing templates to Intacct signifies sign-off on the data.
- Functional Requirements Document – Populated by Intacct capturing the Client requirements for the Sage Intacct system. Client is responsible for validation and sign-off prior to beginning Sage Intacct system set-up activities. The Functional Requirements Document serves as the basis for the Solution Definition Document, which is populated by Intacct and provided to Client translating Client requirements into Sage Intacct system configurations and solutions.
- Model Phase Completion – Upon completion of the Model Phase (including, if applicable, User Acceptance Testing), Client provides sign-off the Sage Intacct system has been configured and set-up as defined in the provided Solution Definition Document, and is ready for production transaction processing.

Pricing Summary

Item	Estimated Cost(s)
Sage Intacct implementation (PS-IFM-FB)	\$27,500
Additional Discounts Afforded	-\$2,000
Total Cost	\$25,500

Terms

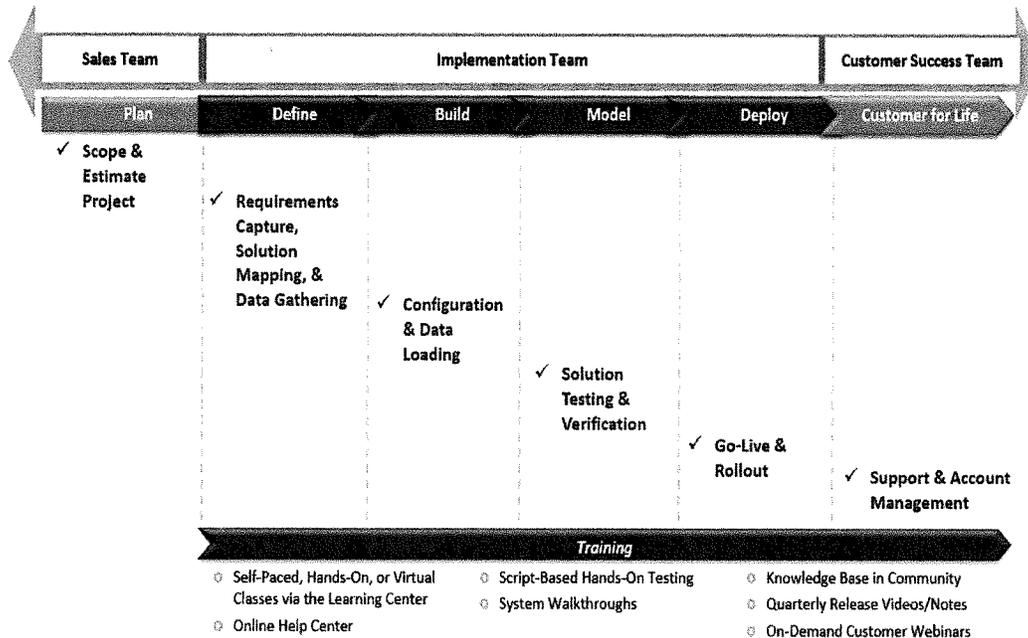
- Estimates provided herein are effective through 30 April 2026
- Billing rates indicated in this SOW are applicable to this SOW only.
- Go-live is defined as the sooner of the date indicated in the most recently approved project plan and/or the day PS informs Client the Production Intacct Company is ready to accept live transactions.
- The services delivered as part of this SOW will be considered complete upon the sooner of forty-five calendar days after the Go-live date and/or once the estimated hours are used unless otherwise mutually agreed in writing by both parties. PS will provide a project completion notice to Client upon completion of the services. Additional services are available upon request after this project is complete and require a separate SOW.

Project Delays:

- Go-Live: Sage is providing a one (1) phased Go-Live project on a Fixed Fee implementation basis. The duration of this project from Project Start to Project Go-Live is 90 days. If Client cannot achieve a Go-Live of Sage Intacct within the stated timeline, a 10% Change Order Fee will be required to be paid by Client for each additional month in project delays. By signing this document, Client agrees to the project timeline and will commit resources and availability to the best of their ability, but if cannot meet the project timeline requirements, agrees to pay the additional fee stated above for each month delay.
- Post Go-Live Support: Sage is providing a Fixed Fee Implementation that includes Post Go-Live Support for a maximum of forty-five (45) days after your system Go-Live date. If Client cannot complete all their Go-Live activities and/or requires additional support, Sage will require Client to sign off on the closure and completion of this Statement of Work and sign a Change Order or other agreement to continue to work with their consultant for an additional fee on any outstanding items or support needs.
- Any unsubscribed companies utilized for this project for testing, demonstration, and/or implementation activities will be disabled no later than project completion or in the case of a delay or hold on the project by Client, within thirty days of start of said delay.
- Should Client fail to arrive at a scheduled meeting within 10 (ten) minutes of the start time and/or cancel less than twenty-four hours from the scheduled start time, the meeting is thereby cancelled, the Client will be billed 30 (thirty) minutes for every hour the meeting was planned, or \$100 per hour for Fixed Fee SOWs.
- Should the services as part of this SOW be delayed or put on hold by Client for 6 (six) consecutive months, then this SOW is immediately canceled, and a new SOW will be required to proceed with any services.
- All reasonable actual expenses are reimbursable. If applicable, travel time is billed at half the consultant's normal bill rate. Travel time and expenses (if any) are above and beyond any provided cost estimates and will be submitted for Client approval prior to purchase and/or billing.
- All activity and personnel will be scheduled when this SOW is accepted. Some or all the services and deliverables defined in this SOW may be performed by Intacct or a subcontractor or certified Intacct implementation partner. Intacct remains responsible for all SOW deliverables and delivery quality.

Appendix A: Implementation Methodology

Sage Intacct's implementation methodology is a delivery framework of phases, tasks, and milestones throughout the project. There are four key Phases:



Phase 1: Define

- Project begins with a kick-off meeting charting the course for the project.
- A project plan is created and mutually agreed upon establishing roles, responsibilities, tasks, and timing of deliverables.
- Business analysis meetings are held to understand and capture functional requirements.
- Functional requirements are translated into a solution definition to be implemented.
- Data is collected and populated by Client into templates for upload.

Phase 2: Build

- Sage Intacct Production environment is created for Client.
- The defined solution is setup and configured.
- Finalized data templates are uploaded.

Phase 3: Model

- Client tests the configured solution to confirm Sage Intacct is working as designed and to gain hands-on experience.
- Changes are documented and applied to the Production environment as defined in the Change Control section of this SOW.

Phase 4: Deploy

- Sage Intacct Production environment is live and ready for use by Client to process transactions.
- Post-live data templates such as GL balances, Open bills/invoices, etc. are populated by Client and uploaded.

Appendix B: Project Timeline

The Project Timeline below reflects the planned duration for this project and has been factored into the estimated effort. The Project Timeline includes only the services and/or deliverables defined in the Scope of Project section above and does not include any services and/or deliverables being delivered by third parties including but not limited to any custom integrations being developed by Client.

A detailed project plan with actual tasks, timings, and assignments for both PS and Client reflecting the timeline below will be provided for signoff as part of the project. Changes to the project plan impacting duration and/or estimated effort will require a Change Order to proceed.

Project Phase	Month 1				Month 2				Month 3				Month 4				Month 5			
	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Define	Design																			
Configure					Configure Core Functionality															
System Readiness									Historical Data & UAT											
Success Assurance													Post Go-Live Training & Advanced							

Go-Live
1-Jul-26

Project Complete
12-Aug-26

Estimated Duration to Live*
12 Weeks
Estimated Duration to Complete
18 Weeks

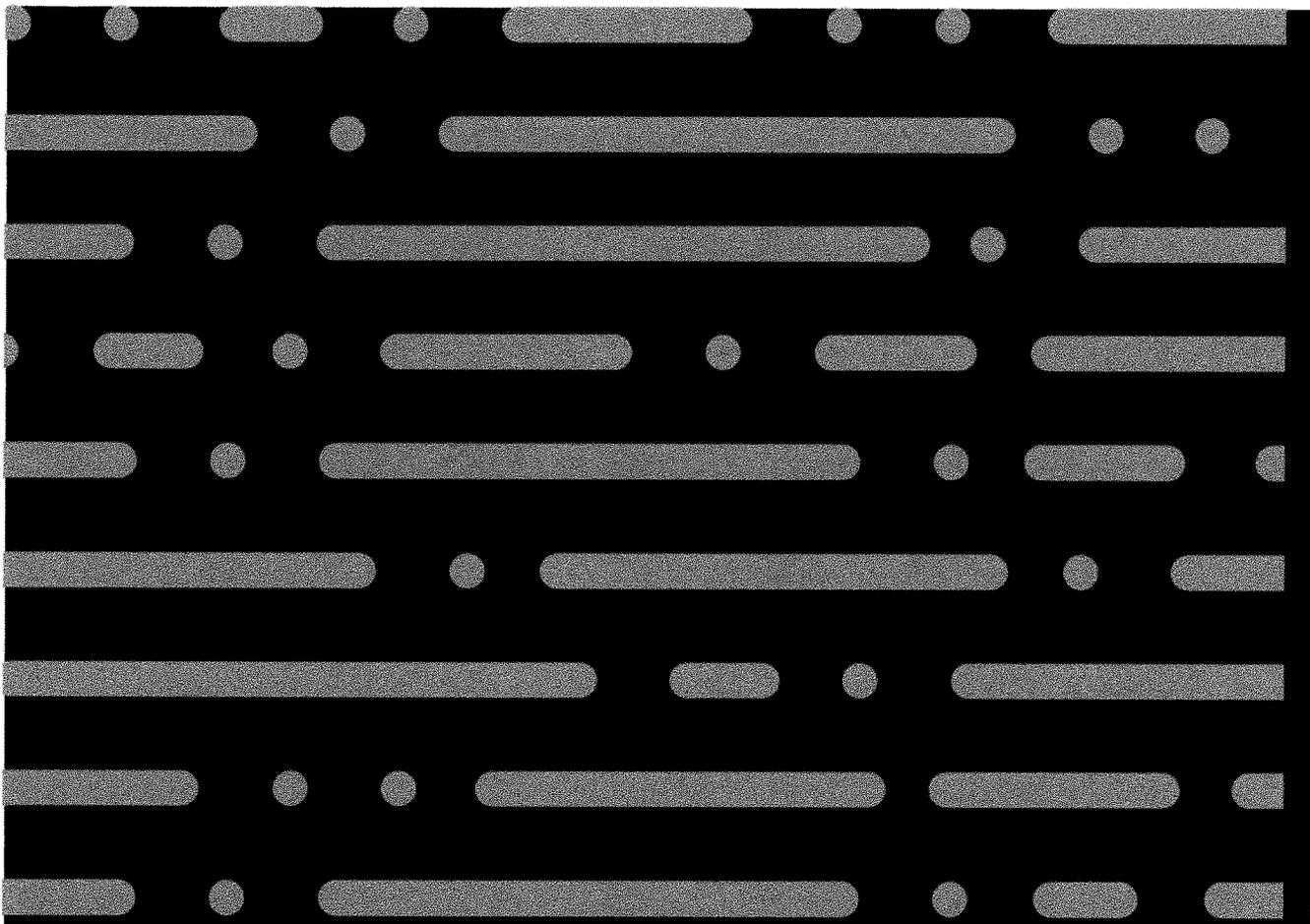
Appendix C: Optional Deliverables

The following services and/or deliverables are optional and not included in the scope or pricing of the project. Client can choose to move forward with these services and/or deliverables at any time prior to the completion of the Configure Phase of the project. The scope and pricing included below are based on product functionality available at the time of this SOW's creation and are subject to change. A Change Order is required following the Change Control process defined above to proceed with any deliverables listed below. Subscription to the modules and/or functionalities listed below is also required prior to proceeding.

Scope of Optional Deliverables

Optional Hourly Training, Support And Reporting Pricing Post Go-Live

Subscription/Module to Configure	Hourly Rate (USD)
User Acceptance Training on configured modules	\$275
Report building and support after instance is live	\$300



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County of Tulare — Auditor Controller Budget Adjustment Form

9:53 AM

03/12/26				267934739			9/2026		2026	
Date				Document ID Number			Accounting Period		Budget Fiscal Year	
				TCRTA			Danielle Puder	559-623-0833		
				Agency Name			Contact Person	Phone	Extension	
Action** A,C,D	Fund	Dept	Appr #				LEVEL 1 Finish Here	Current Amount	Revised Amount	Inc / Dec Amt
A	793	793	793					23,421,563	23,421,563	-
										-
										-
										-
										-
										-
										-
										-
										-
										-
Appropriations Total							<i>Need Not Equal Zero</i>	23,421,563	23,421,563	-
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
C	793	793	793	1000	7043			15,431,038	15,384,038	(47,000)
A	793	793	793	1000	7058				47,000	47,000
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
Line Total							<i>Must Equal Zero</i>	\$ 15,431,038	\$ 15,431,038	\$ (0)

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)

Example: To Establish new object accounts to facilitate inter/intra departmental billings

Affected Dept Head Signature

Other Affected Dept Head Signature

Checked By: _____

County Executive Office Action: No. _____ Date: _____

() Approved () Disapproved

Entered By: _____

Date: _____

Distribution: 1: BOS/CAO/Auditor

By: _____

Board of Supervisors Action: No. _____ Date: _____

**** Action Codes: A=Add, C=Change, D=Deactivate**

* Whenever a 93XX account budget is adjusted, a corresponding 94XX account budget must be adjusted in the billing agency, **except for ISFs**

* Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa

* Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa

RESOLUTION: 2026-008

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT
AGENCY APPROVING THE IMPLEMENTATION OF
FINANCIAL EDGE NXT ACCOUNTING AND
GRANT MANAGEMENT SOFTWARE**

WHEREAS, the Tulare County Regional Transit Agency (TCRTA) is responsible for maintaining accurate financial records, grant compliance documentation, and transparent reporting in accordance with federal, state, and local regulations; and

WHEREAS, TCRTA administers multiple funding sources, including Federal Transit Administration (FTA) grants and state transit funds, requiring detailed financial tracking, reporting, and internal controls; and

WHEREAS, TCRTA currently utilizes manual and spreadsheet-based systems for portions of financial and grant tracking processes, which increases administrative burden and risk of reporting inefficiencies; and

WHEREAS, Sage Intacct, Inc. provides a cloud-based governmental accounting and grant management software platform designed to support public agency financial operations, compliance reporting, budget management, and internal controls; and

WHEREAS, the total one-time cost for implementation services is \$20,000.00. The annual subscription cost is \$27,000.29 for the first year. For years two and three, there will be a 5% increase. This results in a total subscription investment of \$47,000.29 for the first year; and

WHEREAS, the total cost for year two will be \$28,350.30, and the total cost for year three will be \$29,767.81, making this a total subscription investment of \$105,118.40 over the next 36 months.

WHEREAS, funding for this project will be accommodated through an internal budget reallocation within the FY 2025–2026 Approved Budget, utilizing salary savings from the vacant Planning Manager position and transferring appropriations from Administration to Software/Technology Services; and

WHEREAS, the implementation of this software will strengthen TCRTA's financial management systems, improve grant-tracking accuracy, enhance audit readiness, and increase operational efficiency.

RESOLUTION: 2026-008

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, hereby:

1. Approves the agreement with Sage Intacct Inc. subscription services for \$105,118.40 for a 36-month term; and
2. Authorizes the Executive Director to execute all necessary documents to implement and administer the accounting and grant management software services.

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at the meeting thereof held on the 16th day of March 2026.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
Larry Micari/Maribel Reynosa
Board Chair/Board Vice Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2026-008 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting held on the 16th day of March 2026.

Signed _____
Derek Winning
Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM V - A

March 16, 2026

Prepared by Danielle Puder, TCRTA Staff

SUBJECT:

Action: Approve Renewable Natural Gas (RNG) Supply and Environmental Credit Management Services – Consultant Selection.

BACKGROUND:

Tulare County Regional Transit Agency (TCRTA) released a Request for Proposals (RFP) seeking a qualified firm to provide Renewable Natural Gas (RNG) supply and environmental credit management services for the agency’s compressed natural gas (CNG) fleet operations. The purpose of this procurement is to secure a provider capable of supplying RNG fuel and managing the generation, reporting, and monetization of associated environmental credits, including Renewable Identification Numbers (RINs) and California Low Carbon Fuel Standard (LCFS) credits. Two proposals were received in response to the RFP and were evaluated by staff in accordance with the criteria outlined in the solicitation.

DISCUSSION:

In January 2026, Tulare County Regional Transit Agency (TCRTA) released a Request for Proposals (RFP) for Renewable Natural Gas (RNG) Supply and Environmental Credit Management services to support the agency’s compressed natural gas (CNG) fleet operations. The selected firm will assist the agency with RNG procurement and the management and monetization of environmental credits associated with the program, including Renewable Identification Numbers (RINs) and California Low Carbon Fuel Standard (LCFS) credits.

Two (2) proposals were received in response to the RFP and evaluated by staff against the criteria outlined in the solicitation. Proposal scoring was based on a total of 100 points and included evaluation of the proposer’s comprehension of the project; the proposal's thoroughness; RNG delivery and credit structure; project delivery and implementation schedule; consultant qualifications and experience; and references. Results of the proposal scoring are as follows:

Firm	Total Score (100 Points)
Love’s Travel Stops & Country Stores	75.3
MAAS Energy Works	80.8

RECOMMENDATION:

Approve Resolution 2026-009 Renewable Natural Gas (RNG) Credit Management – Consultant Selection – MAAS Energy Works to provide RNG credit management services for TCRTA.

FISCAL IMPACT:

RNG credit management services will support the agency’s participation in environmental credit markets, including Renewable Identification Numbers (RINs) and California Low Carbon Fuel Standard (LCFS) credits associated with TCRTA’s compressed natural gas fleet operations. Revenue generated through these credit programs will be managed in accordance with the agreement.

ATTACHMENTS:

1. Resolution 2026-009 Renewable Natural Gas (RNG) Credit Management –Consultant Selection – MAAS Energy Works

RESOLUTION: 2026-009

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY
APPROVING CONSULTANT SELECTION FOR
RENEWABLE NATURAL GAS (RNG) CREDIT MANAGEMENT SERVICES**

WHEREAS, the Tulare County Regional Transit Agency (TCRTA) operates a fleet of compressed natural gas (CNG) vehicles and participates in environmental fuel credit programs associated with renewable natural gas consumption; and

WHEREAS, Renewable Natural Gas (RNG) programs generate environmental credits, including Renewable Identification Numbers (RINs) under the federal Renewable Fuel Standard and Low Carbon Fuel Standard (LCFS) credits under the California Air Resources Board program; and

WHEREAS, TCRTA released a Request for Proposals (RFP) seeking a qualified firm to provide Renewable Natural Gas (RNG) credit management services for the agency; and

WHEREAS, two proposals were received and evaluated in accordance with the criteria outlined in the solicitation; and

WHEREAS, MAAS Energy Works received the highest overall evaluation score and demonstrated strong experience in renewable natural gas development and environmental credit management; and

WHEREAS, staff recommends MAAS Energy Works to provide RNG credit management services for the Tulare County Regional Transit Agency.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Tulare County Regional Transit Agency hereby approves the selection of MAAS Energy Works to provide Renewable Natural Gas (RNG) Credit Management services.

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute the agreement and any related documents necessary to implement the services described herein.

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the **16th day of March 2026**.

RESOLUTION: 2026-009

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____

Larry Micari/Maribel Reynosa
Board Chair/Board Vice Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution **2026-009** was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the **16th day of March 2026**.

Signed _____

Derek M Winning
Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM V-B

March 16, 2026

Prepared by Derek Winning, TCRTA Staff

SUBJECT:

Action: Adoption of Resolution 2026-010 approving TCRTA 2027 Federal Transportation Improvement Program (FTIP) Project List

BACKGROUND:

The FTIP is a four-year program of federally funded and regionally significant transportation projects. It is updated every two years and is submitted to Caltrans to be included in the Federal Statewide Transportation Improvement Program (FSTIP). These federal projects are reviewed and approved by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The FTIP is subject to federal air quality conformity rules established by the Environmental Protection Agency (EPA).

Metropolitan Planning Organizations, such as TCAG, are the stewards of the Federal Transportation Improvement Program (FTIP). The purpose of the FTIP is to identify all transportation-related projects that require federal funding or other approval by the Federal Highway Administration (FHWA) or the Federal Transit Administration (FTA). The 2027 FTIP will cover the next four fiscal years (FFY 26/27 through FFY 29/30).

DISCUSSION:

TCRTA staff submitted to TCAG its draft 2027 Federal Transportation Improvement Program Project List for inclusion in the Draft 2027 FTIP. Projects include Section 5307 Operating Assistance/Preventative Maintenance for the Tulare Urbanized Area, Section 5311 Operating Assistance/Preventative Maintenance for Rural and Small Cities, and Section 5311(f) Inter-city Program Operating Assistance for the Tule River Tribe Route. Staff also submitted a Section 5339 Capital Program for Vans purchases. Detailed FTIP program and project descriptions are included as attachments. Anticipated FTA approval of the 2027 Federal Transportation Improvement Program is December of 2026.

RECOMMENDATION:

Adoption of Resolution 2025-010 approving TCRTA 2027 Federal Transportation Improvement Program Project List

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. TCRTA Reso 2025-010 Adopting TCRTA 2027 FTIP Project List
2. TCRTA 2027 FTIP Operating Assistance
3. TCRTA 2027 FTIP New Buses and Rail Cars

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
ADOPTING TCRTA 2027 FEDERAL TRANSPORTATION
IMPROVEMENT PROGRAM (FTIP)**

WHEREAS, the Joint Powers Agreement, dated August 11, 2022, by and among the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Tulare, Woodlake, and the Tule River Tribe of California (each, a “Party” or “Member Agency”) hereafter called Tulare County Regional Transit Agency “TCRTA”; and

WHEREAS, the Tulare County Association of Governments (TCAG) has stewardship over the region’s Federal Transportation Improvement Program (FTIP); and

WHEREAS, the FTIP is updated every two (2) years and includes transportation programs and projects that utilize federal funds; and

WHEREAS, TCAG has requested transit agencies submit a list of projects for the 2027 FTIP Update for inclusion in the four (4) year programming document; and

WHEREAS, FTIP projects may be amended as needed; and

WHEREAS, TCRTA receives FTA Section 5307, 5311, 5311(f) allocations for operating assistance and preventative maintenance and FTA Section 5339 allocations for capital bus purchases; and

NOW, THEREFORE, BE RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, adopts the attached, “TCRTA 2027 Federal Transportation Improvement Program Project Lists”.

BE IT ADDITIONALLY RESOLVED that the Interim Executive Director is hereby authorized to submit the TCRTA 2027 Federal Transportation Improvement Program Project Lists to the Tulare County Association of Governments.

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 16th day of March 2026.

AYES:

RESOLUTION: 2026-010

NOES:

ABSTAIN:

ABSENT:

Signed _____
Larry Micari/Maribel Reynosa
Board Chair/Board Vice Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2026-010 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 16th day of December 2026.

Signed _____
Derek Winning
Executive Director

Tulare County Association of Governments (TCAG)
2027 FTIP

Grouped Projects for Operating Assistance and
Preventative Maintenance Activities
for Transit Agencies
(Using Toll Credits)

(CTIPS ID: 215-0000-0727)

Agency	Project Title	Project Description	Fund Source	Amounts in \$1,000's					Total Project Cost
				Funds Programmed "Prior"	FY 26/27	FY 27/28	FY 28/29	FY 29/30	
TCRTA	TCRTA Operating Assistance	Transit operating assistance for TCRTA Rural Area using FTA 5311	FTA 5311	\$0	\$1,251	\$1,251	\$1,251	\$1,251	\$9,044
			LTF	\$0	\$1,010	\$1,010	\$1,010	\$1,010	
TCRTA	TCRTA Operating Assistance 5311(f)	Transit operating assistance for TCRTA Tule River Tribe FTA 5311(f) (Using toll Credits)	FTA 5311(f)	\$0	\$300	\$300	\$0	\$0	\$600
TCRTA	TCRTA Operating Assistance	Transit operating assistance for Tulare Urbanized Area using FTA 5307	FTA 5307	\$0	\$1,647	\$1,647	\$1,647	\$1,647	\$13,176
			LTF	\$0	\$1,647	\$1,647	\$1,647	\$1,647	
TCRTA	TCRTA Preventative Maintenance	Preventative Maintenance activities for TCRTA for Tulare Urbanized using FTA 5307	FTA 5307	\$0	\$500	\$500	\$500	\$500	\$2,500
			LTF	\$0	\$125	\$125	\$125	\$125	

Projects are consistent with 40 CFR Part 93.126 Exempt Tables 2 and Table 3 categories - Operating assistance to transit agencies.

Tulare County Association of Governments
2027 FTIP

Grouped Projects for Purchase of
New Buses and Rail Cars to
Replace Existing Vehicles or for
Minor Expansions of the Fleet (Using Toll Credits)

CTIPS ID : 215-0000-0741

Agency	Project Title	Project Description	Fund Source	Amounts in \$1,000's					Total Project Cost
				Prior	FY 26/27	FY 27/28	FY 28/29	FY 29/30	
TCRTA	TCRTA Bus Replacement	Tulare Urbanized Area Purchase new vans to replace existing vans	FTA 5339	\$0	\$139	\$139	\$139	\$139	\$696
			LTF	\$0	\$35	\$35	\$35	\$35	

Projects are consistent with 40 CFR Part 93.126 Exempt Tables 2 and Table 3 categories - Purchase of new buses and rail cars to replace existing vehicles or for minor expansions of the fleet.

Tulare County Regional Transit Agency

AGENDA ITEM V - C

March 12, 2026

Prepared by Chris Acevedo, TCRTA Transit Analyst

SUBJECT:

Action: Approve Reso 2026-011 TCRTA Pet Policy Update

BACKGROUND/DISCUSSION:

During the February 23rd, 2026 TCRTA Board Meeting, Board Member Greg Gomez from the City of Farmersville requested that staff review the Tulare County Regional Transit Agency (TCRTA) pet policy. Under the current policy, only service animals are permitted on board TCRTA transit vehicles.

In response to this request, staff reviewed the pet policies of nearby transit agencies, including the City of Visalia Transit, City of Porterville Transit, and Kings Area Regional Transit (KART). Staff found that these agencies permit pets on board under specific conditions. In general, animals are allowed only if they are secured inside a carrier, and the carrier must remain on the passenger's lap at all times during the trip.

To align TCRTA's policy with the policies of neighboring transit agencies, staff recommends updating the current policy to allow pets on board TCRTA vehicles with the following restrictions:

- Animals must be fully enclosed in a carrier at all times while on board the vehicle.
- The carrier must remain on the passenger's lap and may not occupy a seat.

This update would make TCRTA's policy consistent with those used by other transit agencies in the region while maintaining safety and cleanliness on board vehicles. Service animals will continue to be permitted on board in accordance with applicable federal and state laws.

RECOMMENDATION:

Approve Resolution 2026-011 TCRTA Pet Policy Update

ATTACHMENTS:

1. Resolution 2026-011 Updated TCRTA Pet Policy
2. Updated TCRTA Pet Policy

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RESOLUTION: 2026-011

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
APPROVING UPDATED TCRTA PET POLICY**

WHEREAS, the Joint Powers Agreement, dated August 11, 2022, by and among the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Tulare, Woodlake, and the Tule River Tribe of California (each, a “Party” or “Member Agency”) hereafter called Tulare County Regional Transit Agency “TCRTA”; and

WHEREAS, TCRTA currently permits service animals on board transit vehicles in accordance with applicable federal and state laws; and

WHEREAS, TCRTA’s current policy does not allow other animals or pets on board transit vehicles; and

WHEREAS, staff reviewed the pet policies used by other transit providers and found that many allow animals on board provided the animal is secured inside a carrier; and

WHEREAS, staff recommends updating the current policy to allow animals on board TCRTA vehicles provided the animal is fully enclosed in a carrier and the carrier remains on the passenger’s lap at all times while on board; and

WHEREAS, service animals will continue to be permitted on board TCRTA vehicles in accordance with applicable federal and state laws.

NOW, THEREFORE, BE RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, hereby approves TCRTA’s Updated Pet Policy.

PASSED AND ADOPTED this 16th day of March 2026 by the **Board of Directors of the Tulare County Regional Transit Agency**.

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 16th day of March 2026.

AYES:

NOES:

ABSTAIN:

RESOLUTION: 2026-011

ABSENT:

Signed _____
Larry Micari/ Maribel Reynosa
Board Chair/ Board Vice Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2026-011 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 16th day of March 2026.

Signed _____
Derek Winning
Executive Director

Tulare County Regional Transit Agency Service Animal and Pet Policy

TCRTA is committed to providing safe, accessible, and nondiscriminatory transportation services in compliance with the Americans with Disabilities Act (ADA) and applicable federal regulations.

I. Service Animals

Service Animals must be permitted to accompany individuals with disabilities on all TCRTA vehicles and in all TCRTA facilities.

Under 49 CFR Part 37.3, a Service Animal is defined as an animal that is individually trained to do work or perform tasks for an individual with a disability.

A. Permissible Questions

Transit operators may ask only the following two (2) questions to determine whether an animal qualifies as a Service Animal:

- Is the animal a Service Animal required because of a disability?
- What work or task(s) has the animal been trained to perform?

Operators are not permitted to:

- Request documentation or certification
- Require identification cards or special harnesses
- Ask about the nature of the individual's disability
- Request that the animal demonstrate its task

B. Control and Supervision

Service Animals must be under the control of their handler at all times. Service Animals must be on a lead, leash, or harness unless such devices interfere with the animal's work or the individual's disability prevents use of these devices.

The handler is responsible for the care and supervision of the Service Animal at all times.

C. Behavior and Safety Requirements

Service Animals must not interfere with the safe operation of the vehicle or the safety and comfort of other passengers.

If a Service Animal poses a direct threat to the health or safety of others, the handler may be required to remove the animal from the vehicle or facility. In such cases, the operator must offer the passenger continued service without the animal.

Examples of behavior that may constitute a direct threat include, but are not limited to:

- Growling at, biting at, or otherwise exhibiting threatening behavior toward passengers, operators, or other Service Animals.
- Chewing on vehicle equipment, seats, or passengers' belongings.
- Blocking aisles, exits, entrances, or otherwise creating safety hazards.
- Soiling the vehicle or facility.

D. Emotional Support or Comfort Animals

Pursuant to FTA ADA Circular 4710.1, Section 2.6:

If an animal's only function is to provide emotional support or comfort, that animal does not meet the regulatory training-based definition of a Service Animal.

Animals described as "emotional support animals," "comfort animals," "companion animals," or similar terms are not considered Service Animals under ADA regulations and are not entitled to the rights afforded to Service Animals and their handlers. Such animals are not permitted unless they meet the requirements outlined below for non-service animals.

II. Non-Service Animals (Pets)

Non-service animals may board TCRTA vehicles under the following conditions:

- The animal must be small enough to fit in a secure, fully enclosed animal carrier.
- The carrier must fit on the passenger's lap or be placed securely under the passenger's seat.
- The carrier may not be placed on a seat beside the passenger, as this creates a safety hazard and may inconvenience other passengers.
- The animal must remain inside the carrier at all times while on board the vehicle or in TCRTA facilities.

TCRTA reserves the right to deny boarding to any animal that poses a safety risk or is not transported in accordance with this policy.

III. Policy Enforcement

TCRTA personnel will enforce this policy in a professional, respectful, and nondiscriminatory manner. Any disputes regarding Service Animal eligibility will be handled in accordance with ADA regulations.

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Tulare County Regional Transit Agency

AGENDA ITEM V - C

March 16, 2026

Prepared by Sina Davoudi Kanderagh, TCRTA Staff

SUBJECT:

Information: Exeter and Farmersville Ridership Update

BACKGROUND:

During the February Board meeting, Board Member Vickie Riddle noted a discrepancy in fixed-route ridership for Exeter, as the reported ridership appeared to be less than half of the prior fiscal year.

DISCUSSION:

TCRTA staff reached out to the City of Visalia Transit to review the reported ridership data and request updated information. Based on initial discussions, the discrepancy may be related to data validation, system calibration, or reporting adjustments associated with Visalia Transit's switch to a new platform. Additionally, the reported ridership data depends on Automatic Passenger Counter (APC) technology, which may need further calibration to ensure accuracy. Currently, TCRTA does not have updated ridership data for Exeter and Farmersville fixed-route services (Routes 9 and 12). Staff will continue working with Visalia Transit to review the data, determine the cause of the discrepancy, and provide updated ridership figures as they become available.

RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A