



# PARATRANSIT, INC. MEETING OF THE BOARD OF DIRECTORS

## **Meeting Date and Time:**

February 12, 2026 at 2:00 p.m.

## **Meeting Location:**

Ron Brown Conference Center  
2501 Florin Road  
Sacramento, CA 95822

If you need a disability-related modification or accommodation to participate in this meeting, please contact by Voice: (916) 429-2009. Requests must be made as early as possible.

Members of the public may submit public comments via eComment by email at [publiccomment@paratransit.org](mailto:publiccomment@paratransit.org).

**Paratransit's Mission:** To expand mobility and accessibility by providing innovative programs and services to the Community.

## **AGENDA**

### **1. Call to Order & Roll Call: (2 minutes)**

Directors: Alves, Black, Dawson Rawlings, Heidt, McCleary, Mulvaney, Tucker

### **2. Pledge of Allegiance (3 minutes)**

### **3. Public Comment: (5 minutes)**

Each person will be allowed three minutes, or less if a large number of requests are received on a particular subject. After ten minutes

of testimony, the Chair may choose to hear any additional testimony following the Discussion Items.

Please note, under the provisions of the California Government Code, the Board is prohibited from discussing or taking action on any item that is not on the agenda. The Board cannot take action on non-agendized items raised under “Public Comment” until the matter has been specifically included on the agenda. Those audience members who wish to address a specific agendized item are encouraged to offer their public comments during consideration of that item.

**4. Presentations (15 minutes)**

A. Update on Available Grants and Funding Sources and Reauthorization – Sabrina Drago, Drago Vantage, LLC

**5. Staff Reports (30 minutes)**

A. CEO Report

a. Update on Activities and Contracts

B. CFO Report

a. Mid-Year Budget Update

b. Presentation on FY 25 Financial Audit

**6. Consent Calendar (5 minutes)**

A. Approve the Minutes of the December 15, 2025 Meeting of the Board of Directors

B. Receive and File the Fiscal Year 2025 Financial Audit

C. Adopt Resolution 01-26 Authorizing the President and CEO to prepare, submit and execute Agreements for various upcoming grant programs from the Sacramento Area Council of Governments, the State of California, the Federal Transit Administration, and assorted local programs

D. Adopt Resolution 02-26 Approving the 2026-2029 Title VI Plan for Paratransit, Inc. and Authorizing the President and CEO to make administrative adjustments to the plan, as needed

- 7. Board Team Building Exercise** (30 min)
- 8. Action Items** (20 minutes)
  - A. Nomination and Election of Officers of the Board of Directors for Calendar Year 2026
  - B. Discussion on Board Meeting Dates and Times and Adopt the Board Meeting Schedule for the remainder of 2026 and for 2027
- 9. Announce Adjournment to Closed Session** (20 minutes)
  - A. Conference with Legal Counsel – Anticipated Litigation  
Initiation of litigation pursuant to § 54956.9(d)(4): (1 case)
- 9. Reconvene to Open Session and Report Action, if any taken**  
(2 minutes)
- 10. Board Comments/Reports/Future Agenda Items** (5 minutes)
- 11. Adjourn** (1 minute)

The next meeting of the Paratransit Board of Directors will be held on

**TBD**

**Paratransit, Inc.  
Ron Brown Conference Center  
2501 Florin Road  
Sacramento, CA 95822**

\*Staff Reports are subject to change without prior notice.

#### **ADA COMPLIANCE**

If requested, this agenda can be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Chief Administrative Officer at (916) 429-2009 for further information.



**Paratransit, Inc.**  
**Board of Directors Staff Report**  
**Agenda Item 5A**

**AGENDA TITLE:** Chief Executive Officer's Report

**MEETING DATE:** February 12, 2026

**PREPARED BY:** Tiffani M. Scott, President and CEO

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**PARTNERSHIPS AND OPPORTUNITIES:**

I will provide an overview of our on-going partnerships, grants, contracts and new programs and upcoming opportunities during my oral report and PowerPoint presentation at the Board meeting.

As always, I remain available for any questions.



**Paratransit, Inc.  
Board of Directors Staff Report  
Agenda Item 5Ba**

**AGENDA TITLE:** CHIEF FINANCIAL OFFICER'S REPORT

**MEETING DATE:** FEBRUARY 12, 2026

**PREPARED BY:** LISA M CAPPELLARI, CHIEF FINANCIAL OFFICER

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**RECOMMENDED ACTION:**

Receive and file the Chief Financial Officer's Report

**BACKGROUND AND DISCUSSION:**

Financial data are from July to December 2025 and operating data are from July 2025 to January 2026.

- CTSA partner agency trips continue to grow, and are now at 16,837 from July 2025 through January 2026. CTSA agency trips are approximately 72% of ADA trips, and we expect them to keep increasing.
- The CTSA program, where Paratransit, Inc. partners with local social service agencies, continues providing support with vehicle insurance reimbursement, maintenance and fleet management services, fuel reimbursement, buses, facility and parking space, and driver support and training.
- Contracted transportation trips have fallen over the last two years as Paratransit diversifies its transportation services. There were on average 1,870 contracted monthly billable hours from July 2025 through January 2026. In addition, Paratransit provided 4,428 hours of general public shuttle services, trips on behalf of St. John's Program for Real Change, various group trips, and food delivery for the Sacramento Food Bank, where we have delivered 24,200 meals in FY26 so far.
- The Sacramento Mobility Management program successfully travel trained 40 elderly/disabled passengers and 107 youth so far this fiscal year.
- Year to date Paratransit's maintenance department completed 1,657 work orders: 78 of them for CTSA partners, 538 for Paratransit vehicles, 705 for SacRT Go vehicles, and 336 for outside agencies.

- Year to date revenue from Measure A came in 0.4% below budget and Transportation Development Act (TDA) revenue came in 4% above budget.
- The SacRT Go contract revenue is right on budget with the exception of fuel purchases. Fuel purchase revenues are 15% under budget, but since they are reimbursable, the corresponding fuel expense is under budget as well.
- Grant revenue is coming in slightly slower than budget because we have not obtained several grant agreements yet but is likely to make a recovery by the end of the fiscal year.
- Contracted services revenue is running slower than budgeted, primarily because of the driver shortage earlier in the year, which also causes personnel expense to be lower than budgeted. Now that we are fully staffed with drivers, we expect contracted services revenue to rebound.
- Paratransit's maintenance fees and diversified services revenues are running near budget however fuel sales are about 20% below budget due to lower fuel prices. Since this is a reimbursable expense, it does not affect net income.
- On the expense side, personnel expense, which includes wages, payroll taxes, benefits, and workers compensation, is under budget by \$537,000, due mostly to the driver shortage earlier in the year.
- Fleet operations expense (fuel, vehicle insurance, and vehicle maintenance parts) is under budget by \$260,600, largely because fuel prices have stabilized and vehicle insurance rates came in lower than expected. Nonpersonnel expense (services, office expense, utilities, travel) is \$203,000 lower than budget, due to fiscal tightening in nearly every area. Overall, Paratransit's net income for the first six months of the fiscal year is \$464,000.

If you have any questions or comments about this Performance Report please contact me at 916-429-2009 ext.7234 or [LisaC@paratransit.org](mailto:LisaC@paratransit.org).

**FISCAL IMPACT:**

None

**ATTACHMENTS:**

February 2026 CFO Report  
December 2025 Income Statement  
December 2025 Balance Sheet

**PARATRANSIT, INC.**

# **FINANCIAL REPORT**

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**February 2026**

# Consolidated Transportation Services Agency

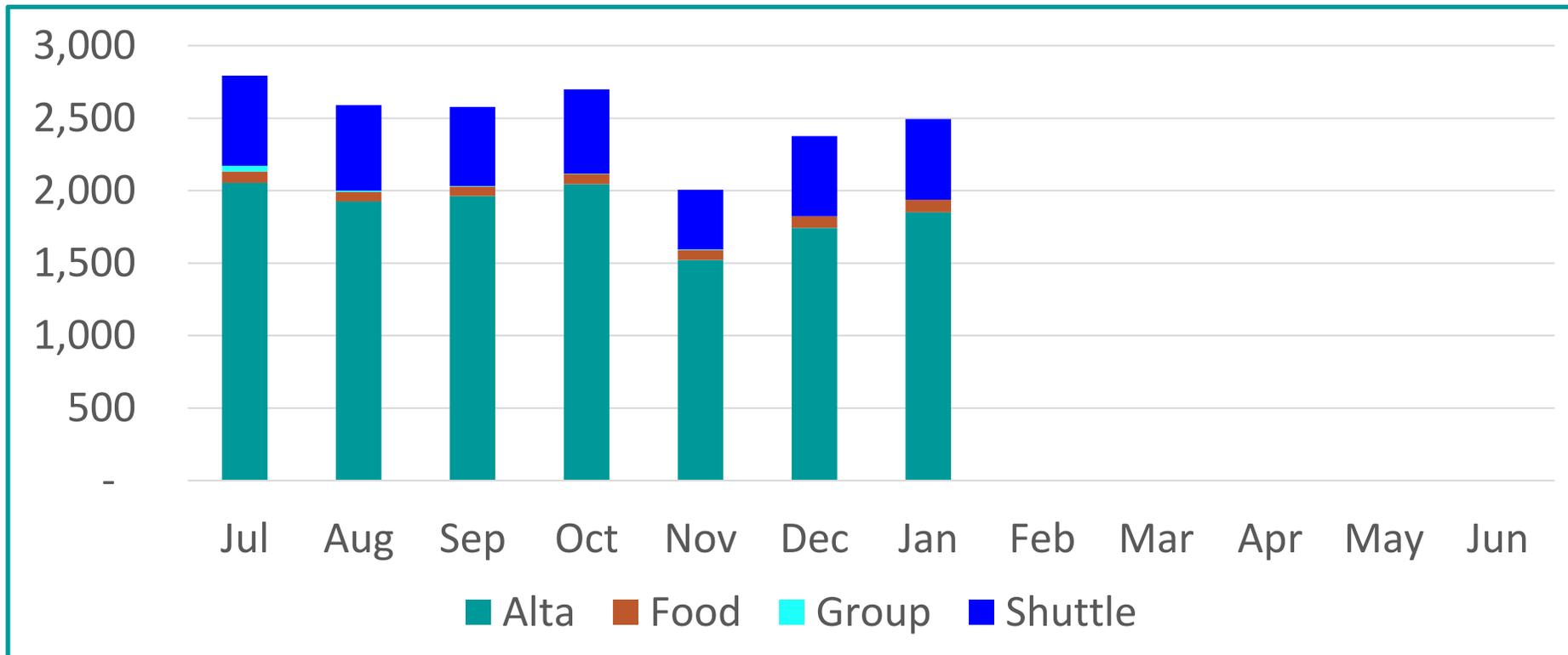
## CTSA Trips Provided

### July 2025 – January 2026

Agency	Trips	% of Trips
ACC	17,865	11%
Elk Grove Adult Community Training	39,765	23%
Easter Seals Society	11,088	7%
St. John's Program for Real Change	2,561	2%
Sutter Senior Care	33,527	20%
UCP of Sacramento & Northern CA	64,032	37%
<b>Total CTSA Trips</b>	<b>168,837</b>	<b>100%</b>



# Total Hours: Alta, Food, Shuttle, Misc. July 2025 through Jan 2026



# Sacramento Mobility Management

July 2025 – Jan 2026

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- Travel Training for Seniors & Persons with Disabilities
  - Successful trainees: FY26: 40 trainees
- Travel Training for Youth
  - Successful trainees: FY26: 107 trainees



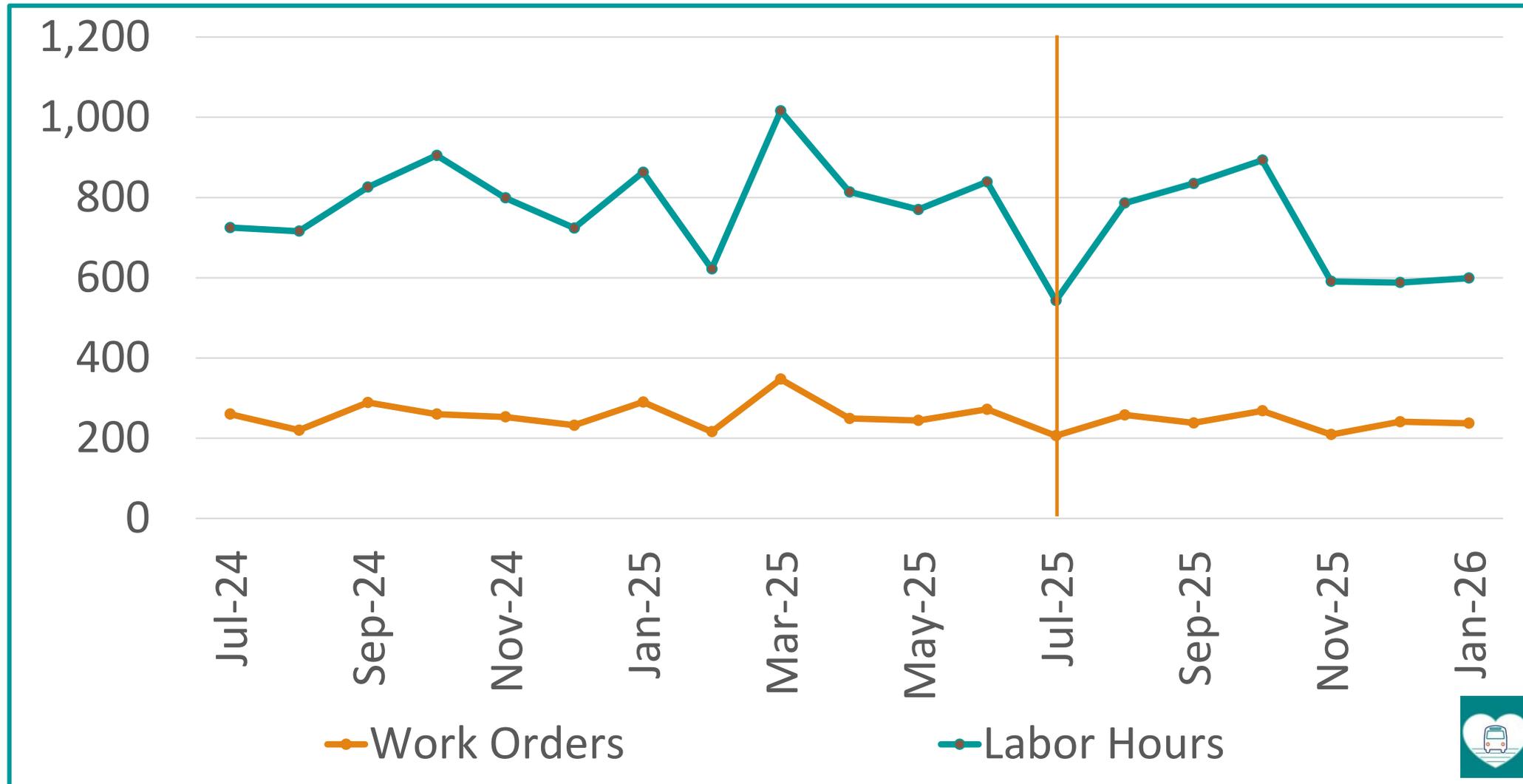
# Vehicle Maintenance Operations

## July 2025 to January 2026

FY26 Maintenance Operations	Quarter 1 Jul-Sep	Quarter 2 Oct-Dec	Quarter 3 (Partial) Jan	FY26 Total YTD
Work Orders	702	718	237	1,657
Labor Hours	2,164	2,072	599	4,835
Parts Cost	\$101,342	\$100,549	27,384	\$229,275
Total Cost	\$492,585	\$506,220	152,929	\$1,151,734



# FY26 Maintenance Work Orders and Labor Hours



# Work Orders: July 2025 – January 2026

Vehicle Type	FY26 Work Orders
Paratransit	538
SacRT Go Paratransit Services	705
Outside Agencies	336
CTSA Partners	78
Total Work Orders	1,657



# FY26 Revenue: Budget versus Actuals

## December 2025 (thousands of dollars)

FY26 Revenue	YTD Budget	YTD Actual	\$ Difference	% Difference
Measure A	\$1,263	\$1,258	-\$5	-0.4%
TDA	647	673	26	4%
Grants	784	498	-286	-36%
Contract Transp.	1,402	1,022	-381	-27%
SacRT Go Contract	891	825	-66	-7%
Maintenance/Fuel	723	647	-76	-11%
Other Revenue	308	291	-17	-6%
Capital Revenue	0	20	20	-
<b>Total Revenue</b>	<b>\$6,018</b>	<b>\$5,233</b>	<b>-\$785</b>	<b>-13%</b>



# FY26 Expense: Budget versus Actuals

## December 2025 (thousands of dollars)

FY26 Expense	YTD Budget	YTD Actual	\$ Difference	% Difference
Personnel	\$3,483	\$2,945	-\$537	-15%
Fleet Operations	1,399	1,139	-260	-19%
Non Personnel	825	623	-203	-25%
Capital Projects	62	62	0	0%
<b>Total Expense</b>	<b>\$5,769</b>	<b>\$4,769</b>	<b>-\$1,000</b>	<b>-17%</b>
Net Income		\$464		



*Thank You!*



PARATRANSIT, INC.  
COMBINED BALANCE SHEET  
12/31/2025  
UNAUDITED

ASSETS  
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CURRENT ASSETS:

Cash	1,035,108
Accounts Receivable	870,687
Grants Receivable	1,991,401
Inventory	109,983
Deposits and Prepaid Expenses	468,481
TOTAL CURRENT ASSETS	<u>4,475,660</u>

CAPITAL ASSETS:

Land Assets	600,000
Grant Equipment	9,463,953
Non-Grant Equipment	6,786,962
SBITA Asset	217,954
TOTAL COST	<u>17,068,870</u>
Less Accumulated Depreciation	(13,362,883)
Less SBITA Accumulated Amortization	(87,182)
Net Capital Assets	<u>3,618,805</u>

TOTAL ASSETS 8,094,465

LIABILITIES AND FUND BALANCE  
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CURRENT LIABILITIES

Accounts Payable	544,447
Accrued Payroll & Benefits	196,976
Sales Tax Payable	4,011
Lease/Notes Payable	206,537
SBITA Short Term Debt	43,076
Deferred Revenue	508,157
Other Payables	(11,852)
TOTAL CURRENT LIABILITIES	<u>1,491,351</u>

LONG-TERM LIABILITIES:

Long Term Liabilities	2,374,206
SBITA Liability	97,440
TOTAL LONG TERM LIABILITIES	<u>2,471,646</u>

TOTAL LIABILITIES 3,962,997

FUND EQUITY

Contributed Capital	673,972
Restricted for grant administration	13,003
Retained Earnings (Loss)	3,444,493
TOTAL FUND EQUITY	<u>4,131,468</u>

TOTAL LIABILITIES AND FUND BALANCE 8,094,465

PARATRANSIT, INC. - CONSOLIDATED  
STATEMENT OF OPERATING REVENUE AND EXPENSE AS AT 12/31/2025

	MONTHLY BUDGET	MONTHLY ACTUAL	MONTHLY VARIANCE	YEARLY BUDGET	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D \$ VARIANCE	Y-T-D % VARIANCE
<b>REVENUE</b>								
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<b>OPERATING REVENUE:</b>								
Measure A Elderly & Disabled Transportation	181,622	189,947	8,324	2,279,360	1,162,383	1,159,261	(3,122)	-0.3%
Measure A Neighborhood Shuttle	15,681	16,400	719	196,800	100,360	98,400	(1,960)	-2.0%
TDA 4.5	101,043	103,045	2,002	1,268,087	646,674	672,539	25,865	4.0%
SacRT Go Facility & Parking	6,024	6,300	276	75,600	38,553	37,800	(753)	-2.0%
SacRT Go Maintenance	77,724	80,703	2,979	975,432	497,431	484,216	(13,215)	-2.7%
SacRT Go Fueling	55,415	40,571	(14,843)	695,453	354,653	303,084	(51,570)	-14.5%
FY24 SACOG TDM Mode Shift	7,968	-	(7,968)	100,000	50,996	-	(50,996)	-100.0%
FY25 SACOG - Mobility Management	29,167	-	(29,167)	350,000	175,000	145,833	(29,167)	-16.7%
FY25 SACOG - Shuttle operating revenue	37,500	37,500	-	450,000	225,000	225,000	-	0.0%
FY25 SACOG - Preventive Maintenance	16,667	16,667	-	200,000	100,000	100,000	-	0.0%
SACOG - AoPP	7,968	-	(7,968)	100,000	50,996	-	(50,996)	-100.0%
ICAM Grant	10,709	-	(10,709)	134,400	68,539	-	(68,539)	-100.0%
Farmers' Market Shuttle	592	-	(592)	7,427	3,788	27,393	23,606	623.2%
State and Local Grants	15,578	-	(15,578)	195,500	99,697	-	(99,697)	-100.0%
Contracted Services	219,124	158,289	(60,835)	2,750,000	1,402,390	1,021,777	(380,613)	-27.1%
Maintenance Fees	56,210	48,277	(7,932)	705,429	359,741	365,858	6,118	1.7%
Fuel Sales	56,697	40,715	(15,982)	711,543	362,859	280,699	(82,160)	-22.6%
East Bay Paratransit	23,139	24,200	1,061	290,400	148,092	145,200	(2,892)	-2.0%
Solano Transportation Authority Eligibility	16,115	16,854	739	202,245	103,137	101,123	(2,014)	-2.0%
Travel Training Revenue	888	1,423	535	11,143	5,682	8,713	3,030	53.3%
Diversified Services	3,371	1,689	(1,681)	72,301	51,572	36,220	(15,352)	-29.8%
Applied to Capital Projects	(48,154)	(9,588)	38,566	(604,329)	(308,184)	(61,511)	246,673	-80.0%
<b>TOTAL OPERATING REVENUE</b>	<b>891,046</b>	<b>772,991</b>	<b>(118,055)</b>	<b>11,166,791</b>	<b>5,699,359</b>	<b>5,151,604</b>	<b>(547,756)</b>	<b>-9.6%</b>
<b>CAPITAL REVENUE:</b>								
SACOG - Mob. Options Vehicles	-	-	-	160,000	-	-	-	0.0%
SACOG - Cameras	-	-	-	370,000	-	-	-	0.0%
SACOG - Bus Stops	-	-	-	100,000	-	-	-	0.0%
5310 Grant - 15 Buses	-	-	-	2,250,000	-	-	-	0.0%
Applied Operating Revenue	48,154	9,588	(38,566)	604,329	308,184	61,511	(246,673)	-80.0%
Gain/(Loss) on Sale of Assets	-	-	-	-	-	19,605	19,605	0.0%
<b>TOTAL CAPITAL REVENUE</b>	<b>48,154</b>	<b>9,588</b>	<b>(38,566)</b>	<b>3,484,329</b>	<b>308,184</b>	<b>81,116</b>	<b>(227,068)</b>	<b>-73.7%</b>
<b>TOTAL REVENUE</b>	<b>939,199</b>	<b>782,579</b>	<b>(156,620)</b>	<b>14,651,120</b>	<b>6,007,543</b>	<b>5,232,720</b>	<b>(774,823)</b>	<b>-12.9%</b>
<b>OPERATING EXPENSES</b>								
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<b>PERSONNEL:</b>								
Transportation Operations:								
Vehicle Operators	79,400	62,580	(16,820)	996,472	508,161	378,277	(129,884)	-25.6%
Training Center	5,289	-	(5,289)	66,375	33,848	3,562	(30,286)	-89.5%
Operations Administration	26,834	30,607	3,774	336,762	171,735	168,132	(3,603)	-2.1%
Dispatch Center	33,662	36,843	3,181	422,459	215,437	209,406	(6,032)	-2.8%
Maintenance Operations	76,564	83,573	7,009	960,877	490,009	480,620	(9,389)	-1.9%
Administration	74,672	73,991	(682)	937,138	477,903	502,063	24,160	5.1%
Information Technology	17,071	15,031	(2,040)	214,242	109,255	95,800	(13,455)	-12.3%
Mobility Management	46,512	32,013	(14,499)	583,720	297,674	189,200	(108,474)	-36.4%
Fringe Benefits	168,492	129,697	(38,795)	2,114,577	1,078,350	839,163	(239,187)	-22.2%
Workers' Compensation	15,468	12,070	(3,398)	201,081	100,540	79,222	(21,318)	-21.2%
<b>TOTAL PERSONNEL</b>	<b>543,963</b>	<b>476,405</b>	<b>(67,558)</b>	<b>6,833,701</b>	<b>3,482,912</b>	<b>2,945,444</b>	<b>(537,469)</b>	<b>-15.4%</b>
<b>FLEET OPERATIONS:</b>								
Fuel	142,666	100,747	(41,919)	1,790,456	913,061	741,444	(171,617)	-18.8%
Insurance	47,221	26,900	(20,321)	592,622	302,214	214,413	(87,801)	-29.1%
Cost of Parts & Sublet Service	28,683	28,543	(140)	359,976	183,573	183,323	(250)	-0.1%
<b>TOTAL FLEET OPERATIONS</b>	<b>218,570</b>	<b>156,190</b>	<b>(62,380)</b>	<b>2,743,054</b>	<b>1,398,848</b>	<b>1,139,180</b>	<b>(259,668)</b>	<b>-18.6%</b>
<b>NONPERSONNEL:</b>								
Professional Services	42,826	32,144	(10,682)	537,466	274,086	203,828	(70,258)	-25.6%
Contracted Staffing	4,303	1,260	(3,043)	54,000	27,538	5,339	(22,199)	-80.6%
Outside Services	18,872	15,893	(2,979)	236,840	120,779	89,496	(31,283)	-25.9%
Rent/Repair	5,018	1,369	(3,649)	62,975	32,115	11,156	(20,959)	-65.3%
Office Expense	10,258	7,221	(3,037)	160,026	96,171	67,232	(28,939)	-30.1%
Interest Expense	5,164	10,800	5,636	62,649	31,940	37,583	5,643	17.7%
Telephone/Utilities	24,993	17,784	(7,209)	313,657	159,953	125,399	(34,553)	-21.6%
Tax/License/Dues/Permits	8,042	5,213	(2,830)	100,928	51,469	35,994	(15,475)	-30.1%
Travel	1,275	2,672	1,397	16,003	8,161	10,165	2,004	24.6%
Professional Development	3,625	6,289	2,664	45,492	23,199	36,459	13,260	57.2%
Land Donation Expense	-	-	-	-	-	-	-	0.0%
<b>TOTAL NONPERSONNEL</b>	<b>124,375</b>	<b>100,644</b>	<b>(23,731)</b>	<b>1,590,036</b>	<b>825,411</b>	<b>622,652</b>	<b>(202,759)</b>	<b>-24.6%</b>
<b>TOTAL OPERATIONS EXPENSE</b>	<b>886,909</b>	<b>733,239</b>	<b>(153,670)</b>	<b>11,166,791</b>	<b>5,707,171</b>	<b>4,707,276</b>	<b>(999,895)</b>	<b>-17.5%</b>
<b>CAPITAL PROJECTS:</b>								
Florin Road Facility	9,588	9,588	-	114,377	56,573	56,573	-	0.0%
Vehicle Acquisition Project	-	-	-	-	-	-	-	0.0%
SACOG - Mob. Options Vehicles	-	-	-	200,000	-	-	-	0.0%
SACOG - Cameras	-	-	-	500,000	-	-	-	0.0%
SACOG - Bus Stops	-	-	-	100,000	-	-	-	0.0%
5310 Grant - 15 Buses	-	-	-	2,250,000	-	-	-	0.0%
Sign on Front of Building	-	-	-	15,000	-	-	-	0.0%
Facility Reserve	-	-	-	256,952	-	-	-	0.0%
Office Furniture & Equipment	-	-	-	25,000	-	-	-	0.0%
Network & Telecommunications	-	-	-	10,000	3,912	3,912	-	0.0%
Maintenance Equipment	-	-	-	13,000	1,026	1,026	-	0.0%
Miscellaneous Capital Projects	-	-	-	-	-	-	-	0.0%
<b>TOTAL CAPITAL PROJECTS</b>	<b>9,588</b>	<b>9,588</b>	<b>-</b>	<b>3,484,329</b>	<b>61,511</b>	<b>61,511</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL OPERATING AND CAPITAL EXPENSE</b>	<b>896,497</b>	<b>742,827</b>	<b>(153,670)</b>	<b>14,651,120</b>	<b>5,768,682</b>	<b>4,768,787</b>	<b>(999,895)</b>	<b>-17.3%</b>
<b>NET INCOME (LOSS)</b>	<b>42,703</b>	<b>39,753</b>	<b>(2,950)</b>	<b>0</b>	<b>238,861</b>	<b>463,933</b>	<b>225,072</b>	<b>94.2%</b>



**Paratransit, Inc.  
Board of Directors Staff Report  
Agenda Item 5B(b)**

**AGENDA TITLE:** RECEIVE AND FILE THE FISCAL YEAR 2024-2025  
FINANCIAL AUDIT

**MEETING DATE:** FEBRUARY 12, 2026

**PREPARED BY:** LISA M. CAPPELLARI, CHIEF FINANCIAL OFFICER

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**RECOMMENDED ACTION:**

Receive and file the Fiscal Year 2024-2025 Financial Audit.

**BACKGROUND AND DISCUSSION:**

In November of 2025, Richardson and Company, a regional CPA firm, audited Paratransit, Inc.'s financial records. As of June 30, 2025, Paratransit, Inc. had a total of \$8.2 million in assets including \$4.2 million in capital assets such as vehicles and equipment, \$4.6 million in liabilities, and a net position of \$3.6 million.

Paratransit, Inc. has two long-term liabilities with Five Star Bank: a facility loan and a vehicle loan. The balance of the facility loan as of June 2025 is \$1.7 million, and the balance of the vehicle loan is \$0, as it was paid off on October 2024.

Paratransit, Inc. is required to maintain a fare revenue to operating expense ratio of 5% in order to be eligible for Transportation Development Act (TDA) funding. As of June 30, 2025, Paratransit, Inc.'s fare revenue ratio is 35%.

During fiscal year 2024-2025, Paratransit, Inc. received \$184,000 in federal grants: \$23,000 from the US Department of Agriculture and \$161,000 in American Rescue Plan Act funds. This amount is below the \$750,000 threshold and therefore we did not require a Single Audit.

**FISCAL IMPACT:**

None

**ATTATCHMENTS:**

1. Fiscal Year 2024-2025 Financial Audit

**PARATRANSIT, INC.**

Audited Financial Statements, Other Supplementary  
Information and Compliance Report

June 30, 2025

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PARATRANSIT, INC.

Audited Financial Statements, Other Supplementary  
Information and Compliance Report

June 30, 2025 and 2024

Audited Financial Statements

Independent Auditor's Report.....	1
Balance Sheets – Statutory Basis.....	4
Statements of Revenues, Expenses and Changes in Net Position – Statutory Basis .....	5
Statements of Cash Flows – Statutory Basis.....	6
Notes to Statutory Basis Financial Statements .....	8

Required Supplementary Information

Schedule of Changes in the Total OPEB Liability and Related Ratios (Unaudited) .....	20
Schedule of Contributions to the OPEB Plan (Unaudited) .....	20

Other Supplementary Information

Independent Auditor's Report on Other Supplementary Information .....	21
Schedule of Expenses by Function .....	22

Compliance Report

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i> , the Transportation Development Act and Other State Program Guidelines.....	23
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## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
Paratransit, Inc.  
Sacramento, California

### ***Opinions***

We have audited the accompanying statutory-basis financial statements of Paratransit, Inc. (a nonprofit organization) as of and for the years ended June 30, 2025 and 2024, and the related notes to the financial statements, as listed in the table of contents.

In our opinion, because Paratransit, Inc. is required to prepare its financial statements on the basis of accounting discussed in the "Basis for Qualified Opinion" paragraph, the financial statements referred to in the first paragraph do not present fairly, in conformity with accounting principles generally accepted for nonprofit organizations, the financial position of Paratransit, Inc. as of June 30, 2025 and 2024, or the results of its operations or its cash flows for the fiscal years then ended.

However, in our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of Paratransit, Inc. as of June 30, 2025 and 2024, and the results of its operations and cash flows for the fiscal years then ended, on the basis of accounting described in Note A.

### ***Basis for Qualified Opinion***

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Paratransit and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified and unmodified audit opinions.

As described in Note A, these financial statements were prepared in conformity with the accounting principles prescribed by the Transportation Development Act, which requires Paratransit, Inc. to prepare its financial statements in the same manner as an enterprise fund in a governmental agency. This method follows accounting principles generally accepted for governmental agencies, but is a comprehensive basis of accounting other than accounting principles generally accepted for nonprofit organizations.

### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

To the Board of Directors  
Paratransit, Inc.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Paratransit, Inc.'s ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Paratransit Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Paratransit Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

***Required Supplementary Information***

Paratransit, Inc. has omitted Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

To the Board of Directors  
Paratransit, Inc.

Accounting principles generally accepted in the United States of America require that the schedule of changes in the total OPEB liability and related ratios and schedule of contributions to the OPEB plan, as described in the table of contents, be presented to supplement the basic financial statements. The schedule of changes in the total OPEB liability and related ratios and schedule of contributions to the OPEB plan are not a part of the basic financial statements, but are required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquires, the basic financial statements, and other knowledge we obtained during the audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated January 9, 2026 on our consideration of the Paratransit Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters, including the Transportation Development Act and other state program guidelines. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Paratransit's internal control over financial reporting and compliance.

*Richardson & Company, LLP*

January 9, 2026

PARATRANSIT, INC.

BALANCE SHEETS – STATUTORY BASIS

June 30, 2025 and 2024

	2025	2024 Restated
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents - Note B	\$ 310,832	\$ 500,420
Accounts and grants receivable - Note C	1,509,868	2,618,614
Inventory	110,852	89,455
Deposits and prepaid expenses	419,321	482,383
TOTAL CURRENT ASSETS	<u>2,350,873</u>	<u>3,690,872</u>
RESTRICTED ASSETS		
Restricted cash and cash equivalents - Note D	13,003	13,001
Restricted investments - Note D	-	227,534
TOTAL RESTRICTED ASSETS	<u>13,003</u>	<u>240,535</u>
NON-CURRENT ASSETS		
Investment in partnership	1,650,324	112,068
Capital assets, net - Note E	4,200,420	5,744,814
TOTAL NON-CURRENT ASSETS	<u>5,850,744</u>	<u>5,856,882</u>
TOTAL ASSETS	<u>\$ 8,214,620</u>	<u>\$ 9,788,289</u>
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES		
Accounts payable	\$ 721,364	\$ 588,303
Accrued payroll and related benefits	178,204	173,182
Other current liabilities	25,688	47,057
Current portion of long-term liabilities	804,043	747,025
TOTAL CURRENT LIABILITIES	<u>1,729,299</u>	<u>1,555,567</u>
Long-term liabilities – Note G	2,126,269	2,123,268
Deferred gain on investment in partnership	725,616	-
Other postemployment benefits liability - Note I	-	240,738
TOTAL LIABILITIES	<u>4,581,184</u>	<u>3,919,573</u>
NET POSITION		
Net investment in capital assets	2,319,711	3,616,753
Restricted for grant administration	13,003	13,001
Unrestricted	1,300,722	2,238,962
TOTAL NET POSITION	<u>3,633,436</u>	<u>5,868,716</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 8,214,620</u>	<u>\$ 9,788,289</u>

The accompanying notes are an integral part of these financial statements.

PARATRANSIT, INC.

STATEMENTS OF REVENUES, EXPENSES AND  
CHANGES IN NET POSITION – STATUTORY BASIS

For the Years Ended June 30, 2025 and 2024

	2025	2024 Restated
<b>OPERATING REVENUES</b>		
Fares – Note H	\$ 2,468,588	\$ 3,128,876
Diversified transportation services	1,918,361	2,109,115
Maintenance fees	1,388,675	1,227,759
Mobility training	11,464	15,612
Destinations Mobility	3,168	38,122
Advertising	3,200	3,200
Other	264,229	32,754
TOTAL OPERATING REVENUES	<u>6,057,685</u>	<u>6,555,438</u>
<b>OPERATING EXPENSES</b>		
Elderly and disabled transportation	8,261,875	8,953,737
Diversified services and outside maintenance	3,679,737	3,639,426
Mobility training services	535,931	437,135
Destinations Mobility	11,294	43,942
TOTAL OPERATING EXPENSES	<u>12,488,837</u>	<u>13,074,240</u>
NET LOSS FROM OPERATIONS	(6,431,152)	(6,518,802)
<b>NONOPERATING REVENUES (EXPENSES)</b>		
Measure A Funds	2,322,035	2,493,523
Local Transportation Funds - Sacramento Area COG	1,267,594	1,395,130
Federal grants	120,001	250,000
Partnership investment gain/(loss)	80,324	
Gain on disposal of capital assets	405,919	35,756
Interest income	(1)	2,474
TOTAL NONOPERATING REVENUES	<u>4,195,872</u>	<u>4,176,883</u>
NET (LOSS) INCOME BEFORE CAPITAL CONTRIBUTIONS	(2,235,280)	(2,341,919)
<b>CAPITAL CONTRIBUTIONS</b>		
Measure A funds		1,159,000
TOTAL CAPITAL CONTRIBUTIONS		<u>1,159,000</u>
CHANGE IN NET POSITION	(2,235,280)	(1,182,919)
Net position at beginning of year	5,868,716	7,417,031
Restatement		(365,396)
Net position at beginning of year - as restated	<u>5,868,716</u>	<u>7,051,635</u>
NET POSITION AT END OF YEAR	<u>\$ 3,633,436</u>	<u>\$ 5,868,716</u>

The accompanying notes are an integral part of these financial statements.

PARATRANSIT, INC.

STATEMENTS OF CASH FLOWS – STATUTORY BASIS

For the Years Ended June 30, 2025 and 2024

	2025	2024 Restated
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash receipts from customers	\$ 6,071,889	\$ 6,679,012
Cash paid to suppliers for goods and services	(5,010,554)	(5,313,293)
Cash paid to employees for services	(6,033,024)	(6,489,133)
<b>NET CASH FLOWS USED FOR                     OPERATING ACTIVITIES</b>	<b>(4,971,689)</b>	<b>(5,123,414)</b>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>		
Nonoperating grants and subsidies	4,804,172	5,008,885
<b>NET CASH FLOWS PROVIDED BY                     NONCAPITAL FINANCING ACTIVITIES</b>	<b>4,804,172</b>	<b>5,008,885</b>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Grants received for capital acquisitions	-	1,159,000
Acquisition of capital assets	(1,528)	(1,265,558)
Payments on long-term debt	(247,353)	(371,888)
Proceeds from disposal of capital assets	32,211	43,840
<b>NET CASH FLOWS USED FOR CAPITAL                     AND RELATED FINANCING ACTIVITIES</b>	<b>(216,670)</b>	<b>(434,606)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Proceeds from restricted investments	-	(2,474)
Withdrawal of restricted investments	227,534	
Purchase of partnership investment	(32,932)	(67,283)
Interest earnings	(1)	2,474
<b>NET CASH FLOWS PROVIDED/(USED)                     BY INVESTING ACTIVITIES</b>	<b>194,601</b>	<b>(67,283)</b>
<b>NET DECREASE IN CASH                     AND CASH EQUIVALENTS</b>	<b>(189,586)</b>	<b>(616,418)</b>
Cash and cash equivalents at beginning of year	513,421	1,129,839
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 323,835</b>	<b>\$ 513,421</b>
<b>RECONCILIATION OF CASH AND CASH EQUIVALENTS TO THE BALANCE SHEETS</b>		
Cash and cash equivalents	\$ 310,832	\$ 500,420
Restricted cash and cash equivalents	13,003	13,001
	<b>\$ 323,835</b>	<b>\$ 513,421</b>

(Continued)

PARATRANSIT, INC.

STATEMENTS OF CASH FLOWS – STATUTORY BASIS (Continued)

For the Years Ended June 30, 2025 and 2024

	<u>2025</u>	<u>2024</u> <u>Restated</u>
RECONCILIATION OF NET LOSS FROM OPERATIONS TO NET CASH USED FOR OPERATING ACTIVITIES		
Net loss from operations	\$ (6,431,152)	\$ (6,518,802)
Adjustments to reconcile net loss from operations to net cash used for operating activities:		
Depreciation	1,220,246	1,249,723
Change in operating assets and liabilities:		
Accounts and grants receivable	14,204	123,574
Inventory	(21,397)	24,693
Deposits and prepaid expenses	63,062	(150,930)
Accounts payable	133,061	53,858
Accrued payroll and related benefits	5,022	15,669
Other current liabilities	(21,369)	35,025
Other postemployment benefit liability	(240,738)	15,877
Legal claims liability	309,998	
Compensated absences	(2,626)	27,899
NET CASH FLOWS USED FOR OPERATING ACTIVITIES	<u>\$ (4,971,689)</u>	<u>\$ (5,123,414)</u>
SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION:		
Cash paid during the year for interest expense	\$ 85,051	\$ 83,623
Noncash transactions		
Asset additions using long-term liabilities		\$ (217,954)
Contribution of land in exchange for investment in partnership	\$ 1,425,000	
Partnership gain/(loss)	\$ 80,324	

The accompanying notes are an integral part of these financial statements.

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS

June 30, 2025 and 2024

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization: Paratransit, Inc. (Paratransit) is a nonprofit organization that provides transportation services for numerous organizations. Paratransit fulfills two major transportation functions in the Sacramento area: 1) that of the provider of specialized transportation service to the elderly and disabled, and 2) that of the designated Consolidated Transportation Service Agency (CTSA). As a CTSA, Paratransit is responsible for the coordination and consolidation of social-service agency transportation programs in order to maximize the use of their transportation dollars. Paratransit has expanded its services to include specialized transportation and maintenance services for nontraditional markets such as suburban, residential, business and industrial parks, transportation management associations, business district associations and public agencies. Paratransit also partners with Meals on Wheels and the Sacramento Food Bank to provide food delivery services.

The financial statements include the financial activities of PI Housing Solutions, Inc. (PIHS), a nonprofit public benefit corporation. PI was formed May 23, 2023 to engage in charitable activities within the meaning of section 501(c)(2) of the Internal Revenue Code related to holding title to property, collecting income therefrom, and turning over the entire amount thereof, less expenses, to Paratransit. PIHS is reported as a blended component unit of Paratransit because Paratransit's Board of Directors is also the governing body of PIHS. Paratransit has a residual interest in any property held by PIHS upon its dissolution.

In June 2024, PIHS entered into a limited partnership agreement with 7141 Woodbine Avenue LP to acquire, own and maintain a multifamily housing development with approximately one hundred eight (108) living units for rental to low-income persons and families. PIHS has a 67.785% ownership interest and a 50% interest in profits. PIHS contributed land with a value of \$1,425,000 and received a \$145,000 credit for pre-development costs for a total initial contribution of \$1,570,000. The Land was transferred with a grant in July 2024. The land disposition resulted in a gain of \$1,070,550 of which \$725,616 was deferred and \$344,934 was recognized in the current year. PIHS is a limited partner and has no conduct or control of the partnership business and will account for its investment under the equity method. The liability of each Limited Partner is restricted and limited to the amount of the actual capital contributions made by such Limited Partner. See Note O for restatement and reclassification of prior pre-development costs.

Basis of Presentation: The financial statements of Paratransit have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. To comply with the Transportation Development Act (TDA) and the Uniform System of Accounts for Public Transit Operators, Paratransit must report its operations in the form of an enterprise fund of a governmental agency. Therefore, Paratransit follows GAAP as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. In addition, Paratransit follows Financial Accounting Standards Board pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements.

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS (Continued)

June 30, 2025 and 2024

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Accounting: Enterprise funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. Net position is segregated into amounts invested in capital assets, net of related debt, restricted and amounts unrestricted. Enterprise fund-type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total position.

Paratransit uses the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Grant revenue is recognized when program expenditures are incurred in accordance with program guidelines. When such funds are received they are recorded as unearned revenues until earned. TDA funds are recorded when all eligibility requirements have been met.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of Paratransit are charges to customers for services. Operating expenses for enterprise funds include the cost of services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is Paratransit's policy to use restricted resources first, then unrestricted resources as they are needed.

Paratransit is funded through various grant and other funding agreements with local and federal governmental agencies that provide for returning of excess funds, which are standard in the public transit industry in California. Eligibility for funding is generally restricted to qualifying expenditures, which means that the funds have to be spent in order to be earned. Any excess funding received would be recorded as unearned revenue due to the grant terms or restrictions.

Cash and Cash Equivalents: For the purposes of reporting cash flows, cash and cash equivalents are defined as those amounts included in the balance sheets captions "Cash and cash equivalents" and "Restricted cash and cash equivalents" and consist of amounts held in checking accounts.

Inventories: Inventories are valued at cost, which approximates market, determined by the moving average method. Inventories consist of tires, fuel and repair parts.

Capital Assets: Capital assets are stated at cost. Donated capital assets are recorded at the acquisition value, which is the price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction at the acquisition date. Capital assets are defined as assets with an initial cost of \$500 or more and an estimated useful life in excess of one year. Provision is made for depreciation by the straight-line method over the estimated useful lives of the individual assets, which generally is five to thirty years. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Subscription-based technology arrangement (subscription) assets are recognized at the subscription commencement date and represent Paratransit's right to use the underlying asset for the subscription term. Subscription assets are measured at initial value of the subscription liability plus any payments made to the vendor at the commencement of the subscription term, less any subscription incentives received from the

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS (Continued)

June 30, 2025 and 2024

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

vendor at or before the commencement of the subscription term, plus any capitalizable initial implementation costs necessary to place the subscription asset into service. Subscription assets are amortized over the subscription term or useful life of the underlying asset using the straight-line method, which is 5 years. Paratransit's subscriptions are discussed in Note H.

Investment in Partnership: Paratransit uses the equity method of accounting for its investment in unconsolidated entities, which records income based on its share of partnership profit or loss. The equity method is used because Paratransit has significant influence but does not control the partnership. Paratransit takes no part in the partnership day-to-day business, and its liability in the partnership is restricted and limited to the amount of actual capital contributions made. The total investment in partnership at June 30, 2025 consists of the investment in the 7141 Woodbine Avenue LP related to a multifamily housing development, which had total assets of \$13,920,633, total liabilities of \$11,460,988, and \$2,434,645 of equity.

Compensated Absences: Paratransit's personnel policy allows employees to accumulate earned but unused vacation and sick leave. Unused accrued vacation time will be paid to employees upon separation from Paratransit's service, subject to a vesting policy. Sick leave is accrued for the portion expected to be used for time-off. The cost of vacation and sick leave is recognized in the period earned.

Income Tax Status: Paratransit is a tax exempt organization under Section 501(c)(3) of the United States Internal Revenue Code and Section 23701(d) of the California Revenue and Taxation Code and, accordingly, is not subject to federal or state income taxes except on unrelated business income. Paratransit receives unrelated business income from providing advertising. However, such income is offset with net operating losses carried forward from the prior year. As a result, no income tax expenses were recorded for the years ended June 30, 2025 and 2024. Paratransit is not classified as a private foundation.

PI Housing Solutions, Inc. is a tax exempt organization under Section 501(c)(2) of the United States Internal Revenue Code and Section 23701(h) of the California Revenue and Taxation Code and, accordingly, is not subject to federal or state income taxes.

Reclassifications: Certain reclassifications have been made to net investment in capital assets and unrestricted net position for the year ended June 30, 2024 to conform to the presentation as of and for the fiscal year ended June 30, 2025. The reclassifications had no effect on total net position or the change in net position.

NOTE B – CASH AND CASH EQUIVALENTS

Cash and cash equivalents and restricted cash and cash equivalents consist of balances held in financial institutions. Paratransit maintains cash balances at two banks, which are federally insured up to \$250,000 each. At June 30, 2025 and 2024, Paratransit had uninsured bank balances of \$141,413 and \$362,305, respectively.

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS (Continued)

June 30, 2025 and 2024

NOTE C – ACCOUNTS AND GRANTS RECEIVABLE

Receivable balances consist of the following at June 30:

	2025	2024
Trade receivables	\$ 544,072	\$ 558,276
Grants and other intergovernmental receivables	995,796	2,090,338
Allowance for doubtful accounts	(30,000)	(30,000)
	\$ 1,509,868	\$ 2,618,614

NOTE D – RESTRICTED CASH AND INVESTMENTS

Restricted Cash and Cash Equivalents: Paratransit has bank deposits that are restricted for Caltrans local match at June 30, 2025 and 2024.

Restricted Investments: Paratransit also held a single premium deferred annuity from an insurance company in the amount of \$227,534 at June 30, 2024 that is restricted to fund postemployment healthcare benefits (OPEB), as described in Note I. Although the owner of the contract is a retired employee whose OPEB benefits the contract is restricted to pay, Paratransit is the beneficiary of the contract so it is considered to be a Paratransit investment. The retired employee passed away during the year ended June 30, 2025 and Paratransit received a distribution of \$227,533.

The investment is reported as an unallocated insurance contract, which is reported at the contract value under paragraph 4 of GASB Statement No. 59. The contract value is defined as the initial premium, less withdrawals and surrender charges, plus interest earned. The annuity’s contract period ends in ten years and has a fixed guaranteed interest rate of 3.82% for five years from the date the initial premium was paid on July 26, 2018. The interest resets at a new guaranteed rate after the five-year guarantee period, which will not decline below 1%. The contract is subject to yearly withdrawal limits of 10% to avoid surrender charges and a market value adjustment, except within 30 days before the end of the guarantee period when no surrender charge or market value adjustment would apply. Surrender charges begin at 8% in the initial year and decline 1% per year until the end of the contract period. The minimum cash surrender value of the contract is 87.5% of the initial premium, less withdrawals plus interest credited. If the assets were returned to Paratransit under contract provisions, the amount would no longer be considered restricted for OPEB benefits.

The investment is not subject to ratings by a nationally recognized investment rating organization and is not subject to categorization under GASB Statement No. 72.

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS (Continued)

June 30, 2025 and 2024

NOTE E – CAPITAL ASSETS

Capital asset activity was as follows for the years ended June 30:

	Balance at July 1, 2024	Additions	Retirements	Balance at June 30, 2025
Capital assets, not being depreciated				
Land	\$ 924,736		\$ (324,736)	\$ 600,000
Total capital assets, not being depreciated	924,736		(324,736)	600,000
Capital assets, being depreciated:				
Building	5,758,885			5,758,885
Motor vehicles and related equipment	8,804,307		(403,228)	8,401,079
Office furniture and equipment	1,756,732		(12,923)	1,743,809
Maintenance equipment	447,802	\$ 1,528	(31,241)	418,089
Subscription assets	217,954			217,954
Total capital assets being depreciated	16,985,680	1,528	(447,392)	16,539,816
Less accumulated depreciation for:				
Building	(4,767,778)	(159,616)		(4,927,394)
Motor vehicles and related equipment	(5,287,922)	(969,076)	403,228	(5,853,770)
Office furniture and equipment	(1,638,109)	(35,646)	11,983	(1,661,772)
Maintenance equipment	(436,702)	(3,817)	31,241	(409,278)
Amortization	(35,091)	(52,091)		(87,182)
Total accumulated depreciation	(12,165,602)	(1,220,246)	446,452	(12,939,396)
Total capital assets being depreciated, net	4,820,078	(1,218,718)	(940)	3,600,420
Capital assets, net	\$ 5,744,814	\$ (1,218,718)	\$ (325,676)	\$ 4,200,420
	Balance at July 1, 2023	Additions	Retirements	Balance at June 30, 2024
Capital assets, not being depreciated				
Land	\$ 924,736			\$ 924,736
Total capital assets, not being depreciated	924,736			924,736
Capital assets, being depreciated:				
Building	5,758,885			5,758,885
Motor vehicles and related equipment	9,088,767	\$ 1,231,217	\$ (1,515,677)	8,804,307
Office furniture and equipment	2,004,400	20,602	(268,270)	1,756,732
Maintenance equipment	434,062	13,740		447,802
Subscription assets		217,954		217,954
Total capital assets being depreciated	17,286,114	1,483,513	(1,783,947)	16,985,680
Less accumulated depreciation for:				
Building	(4,493,248)	(274,530)		(4,767,778)
Motor vehicles and related equipment	(5,922,467)	(881,131)	1,515,676	(5,287,922)
Office furniture and equipment	(1,847,594)	(50,701)	260,186	(1,638,109)
Maintenance equipment	(428,432)	(8,270)		(436,702)
Subscription assets		(35,091)		(35,091)
Total accumulated depreciation	(12,691,741)	(1,249,723)	1,775,862	(12,165,602)
Total capital assets being depreciated, net	4,594,373	233,790	(8,085)	4,820,078
Capital assets, net	\$ 5,519,109	\$ 233,790	\$ (8,085)	\$ 5,744,814

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS (Continued)

June 30, 2025 and 2024

NOTE F – LINE OF CREDIT

Paratransit had a line of credit for \$1,000,000 that expired December 1, 2024. The interest rate was variable and equal to the bank’s index rate plus 0.75%, with a floor of 4%. The interest rate at June 30, 2024 was 8.5%. Interest only payments were due monthly and all outstanding principal and unpaid accrued interest was due in full at maturity. The loan was secured by inventory, equipment, real property and buses. No amounts were due on the line of credit at June 30, 2024.

NOTE G – LONG-TERM LIABILITIES

Long-term debt consists of the following direct borrowings at June 30:

	Original Debt	Balance at June 30, 2025	Balance at June 30, 2024
<b>FIVE STAR BANK FACILITY LOAN</b>			
Entered into in December 2020 to refinance an earlier loan used to purchase the Paratransit building, and perform repairs on the facility. The interest rate is a fixed, tax exempt rate of 3.66%. Monthly principal and interest payments of \$14,731 are due through September 1, 2037. The loan is secured by Paratransit’s facility, located at 2501 Florin Road, Sacramento, CA.	\$ 2,250,000	\$ 1,740,193	\$ 1,850,410
<b>FIVE STAR BANK EQUIPMENT LOAN</b>			
Entered into in December 2020 to refinance the purchase of fifteen vehicles. The interest rate is 3.22% through October 1, 2024. Monthly principal and interest payments of \$22,251 are due through October 1, 2024. The loan is secured by fifteen Paratransit vehicles.	1,633,301	-	90,505
	<u>\$ 3,883,301</u>	<u>\$ 1,740,193</u>	<u>\$ 1,940,915</u>

Both loans have default provisions that allow Five Star Bank to take possession of property held as security.

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS (Continued)

June 30, 2025 and 2024

NOTE G – LONG-TERM LIABILITIES (Continued)

Long-term debt activity for the years ended June 30, 2025 and 2024 was as follows:

	Balance June 30, 2024 Restated	Additions	Reductions	Balance June 30, 2025	Within One Year
Long-term debt:					
Mortgage loan	\$ 1,850,410		\$ (110,217)	\$ 1,740,193	\$ 114,377
Vehicle loan	90,505		(90,505)		
Long-term debt	<u>1,940,915</u>		<u>(200,722)</u>	<u>1,740,193</u>	<u>114,377</u>
Other long-term liabilities:					
Compensated absences	742,232	\$ (2,627)		739,605	513,258
Subscription liabilities	187,146		(46,630)	140,516	43,076
Legal claim		309,998		309,998	133,332
Other long-term liabilities:	<u>929,378</u>	<u>307,371</u>	<u>(46,630)</u>	<u>1,190,119</u>	<u>689,666</u>
	<u>\$ 2,870,293</u>	<u>\$ 307,371</u>	<u>\$ (247,352)</u>	<u>\$ 2,930,312</u>	<u>\$ 804,043</u>
	Balance June 30, 2023 Restated	Additions	Reductions	Balance June 30, 2024 Restated	Within One Year
Long-term debt:					
Mortgage loan	\$ 1,947,646		\$ (97,236)	\$ 1,850,410	\$ 110,217
Vehicle loan	334,349		(243,844)	90,505	90,505
Long-term debt	<u>2,281,995</u>		<u>(341,080)</u>	<u>1,940,915</u>	<u>200,722</u>
Other long-term liabilities:					
Compensated absences	714,333	\$ 27,899		742,232	507,309
Subscription liabilities		217,954	(30,808)	187,146	38,994
Other long-term liabilities:	<u>714,333</u>	<u>245,853</u>	<u>(30,808)</u>	<u>929,378</u>	<u>546,303</u>
	<u>\$ 2,996,328</u>	<u>\$ 245,853</u>	<u>\$ (371,888)</u>	<u>\$ 2,870,293</u>	<u>\$ 747,025</u>

Subscription Agreements: In July 2023, Paratransit determined that a number of subscription agreements for software met the definition of a subscription that should be capitalized under GASB Statement No. 96. The agreements renew automatically until Paratransit cancels the agreements. Paratransit paid \$42,650 in principal and interest through June 30, 2024. The subscription assets had an original cost of \$217,954 and accumulated amortization of \$35,091 at June 30, 2024. The subscriptions were discounted at 8.25%.

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS (Continued)

June 30, 2025 and 2024

NOTE G – LONG-TERM LIABILITIES (Continued)

The maturities of long-term debt and subscription agreements consist of the following at June 30, 2024:

Year Ending June 30:	Long-Term Debt			Subscription Liability		
	Principal	Interest	Total	Principal	Interest	Total
2026	\$ 114,377	\$ 62,649	\$ 177,026	\$ 43,076	\$ 10,365	\$ 53,441
2027	118,694	58,331	177,025	46,735	6,707	53,442
2028	123,028	53,997	177,025	50,705	2,737	53,442
2029	127,818	49,207	177,025	-	-	-
2030	132,643	44,383	177,026	-	-	-
2031-2038	1,123,633	159,804	1,283,437	-	-	-
Total	<u>\$1,740,193</u>	<u>\$ 428,371</u>	<u>\$2,168,564</u>	<u>\$ 140,516</u>	<u>\$ 19,809</u>	<u>\$ 160,325</u>

NOTE H – FARE REVENUE RATIO

Paratransit is required to maintain a fare revenue to operating expense ratio of 5% in order to be eligible for TDA funding. The fare revenue to operating expense ratio for Paratransit is calculated as follows for the years ended June 30:

	2025	2024 Restated
Fare revenues	\$ 2,468,588	\$ 3,128,876
Local funds - interest income		2,474
Total fare revenues and local funds	<u>\$ 2,468,588</u>	<u>\$ 3,131,350</u>
Total operating expenses	\$ 12,488,837	\$ 13,102,911
Less:		
Mobility training	(535,931)	(435,243)
Depreciation, included in elderly and disabled transportation	(1,220,246)	(1,249,723)
Diversified services and outside maintenance	(3,679,737)	(3,629,975)
PI Housing Solutions		(67,478)
Destinations Mobility, including depreciation	<u>(11,294)</u>	<u>(43,942)</u>
Net operating expenses	<u>\$ 7,041,629</u>	<u>\$ 7,676,550</u>
Fare revenue ratio	<u>35.06%</u>	<u>40.79%</u>
Required ratio	<u>5.00%</u>	<u>5.00%</u>

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS (Continued)

June 30, 2025 and 2024

NOTE I – POSTEMPLOYMENT HEALTHCARE BENEFITS

Plan Description: Paratransit had a single-employer defined benefit other postemployment benefits (OPEB) plan under which one retired employee and her spouse (participants) are currently eligible for postemployment healthcare benefits. The plan was terminated during the year ended June 30, 2025 due to the death of the participants. No other employees or former employees are eligible for the OPEB Plan. The benefit provisions are established in the form of a binding contract with the employee, which was approved by the Board of Directors. The Board of Directors has the authority to establish and amend the benefit terms under its bylaws. No assets were accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75, although an annuity has been established that could be used to pay the benefit payments, as described below. The OPEB Plan currently does not issue stand-alone financial statements.

Benefits Provided: A benefit amount was required to be paid in cash to the participant by Paratransit in the amount of the Kaiser Traditional Plan premium for “employee plus one”, plus an additional \$2,500 for non-premium costs. The benefit amount was subject to a 5% maximum contractually required adjustment each year for inflation.

Contributions: The contributions in the form of the required cash payment discussed above amounted to \$7,528 during the year ended June 30, 2024. No additional contributions are made to the plan.

Total OPEB Liability: Paratransit has computed the post-employment benefits using the alternative measurement method. Paratransit’s total OPEB liability of \$240,738 at June 30, 2024 was measured using the Alternative Measurement Method as of January 1, 2021.

Changes in the total OPEB liability were as follows:

	2025	2024
Total OPEB liability, July 1	\$ 240,738	\$ 224,861
Changes for the year:		
Interest on net OPEB obligation	-	8,925
Changes in assumptions	(13,205)	14,480
Benefit payments	-	(7,528)
Return of annuity	(227,533)	-
Decrease in OPEB liability	<u>(240,738)</u>	<u>15,877</u>
Total OPEB liability, June 30	<u>\$ -</u>	<u>\$ 240,738</u>

OPEB expense recognized during the year ended June 30, 2024 totaled \$15,877.

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS (Continued)

June 30, 2025 and 2024

NOTE I – POSTEMPLOYMENT HEALTHCARE BENEFITS (Continued)

Actuarial Assumptions and Other Inputs: The total OPEB liability was determined using the following assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

	2024
Valuation date	January 1, 2023
Measurement date	January 1, 2023
Discount rate	3.85%
Healthcare trend rate	5 percent per year
Remaining life expectancy	13 years

Because the OPEB Plan has no plan assets, the discount rate used was an index rate for 20-year, tax exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The Market Yield on U.S. Treasury Securities at 20-Year Constant Maturity was used as of June 30, 2024 and 2023. The discount rate of 3.85% at June 30, 2025<sup>4</sup> represents a change in assumptions from the 1.90% discount rate used at June 30, 2024. The healthcare trend rate used of 5% is the limit on healthcare premium increases specified in the agreement with the participants. The mortality assumption was based on the Social Security Administration’s actuarial life tables prepared by the Office of the Chief Actuary.

Sensitivity to Changes in the Discount Rate: The following table presents the total OPEB liability as well as what the OPEB liability would be if it were calculated using a discount rate that is 1% lower or higher than the current discount rate at June 30, 2024:

	2024		
	1% Decrease	Discount Rate	1% Increase
	0.90%	1.90%	2.90%
Total OPEB liability	\$ 224,443	\$ 240,738	\$ 257,902

Related Section 457(f) Plan and Insurance Annuity: Paratransit held a single premium deferred annuity from an insurance company with a contract amount of \$227,534 at June 30, 2024 that was held for OPEB benefits. The contract amount was held in a nonelective deferred compensation plan (the Plan) organized under IRC Code section 457(f) to assist in funding of the postretirement healthcare benefits discussed above for the retired employee and her spouse. Paratransit paid \$230,000 to Sentinel Security Life Insurance Company in July 2018 and is allowed to withdraw up to 10% of the contract amount without penalty to help fund OPEB benefits. See Note D for more information about the provisions of the insurance contract. Under terms of the agreement, Paratransit retains the rights to the contract amount and any income generated over the contract period. Once any contract amount is returned to Paratransit, it will not be restricted for OPEB benefits, so the amount is not considered to be OPEB Plan assets. The assets are available to creditors of Paratransit under the Plan document. The annuity was returned to Paratransit in the year ended June 30, 2025 due to the death of the participants.

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS (Continued)

June 30, 2025 and 2024

NOTE J – RISK MANAGEMENT

Paratransit is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; natural disasters; and unemployment. Paratransit obtains its automobile liability insurance through a charitable risk pool, NonProfits' United Vehicle Insurance Pool (NonProfits), which provides insurance to over 200 nonprofits in California. Paratransit pays an annual premium for its automobile insurance coverage and has a coverage limit of \$2 million with a \$10,000 deductible. NonProfits is nonassessable, such that Paratransit is not liable should the NonProfits liabilities exceed its assets.

Paratransit is a member of the NonProfits United Workers' Compensation Group, Inc. (NPU-WCG), a self-insurance pool providing California nonprofits with workers compensation insurance and risk management services. NPU-WCG is governed by a Board of Directors elected by, and from, the membership. Paratransit pays an annual deposit and monthly premiums to NPU-WCA for its workers' compensation insurance coverage. NonProfit's coverage limit is \$1,000,000 for each event. The NPU-WCG is expected to be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of specified amounts. Financial statements for NonProfits may be obtained at 610 Fulton Avenue, Suite 200, Sacramento, CA 95825 or [www.niac.org](http://www.niac.org).

Paratransit is self-insured for unemployment benefits. Paratransit pays amounts into a trust, and the trust handles the payment of claims. Paratransit is responsible for paying claims if the amounts in the trust are not sufficient to cover the claims.

Paratransit continues to carry commercial insurance for all other risks of loss, including general, umbrella, employee dishonesty, and professional liability. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

NOTE K – TAX DEFERRED ANNUITY PLAN

Paratransit maintains a Tax Deferred Annuity Plan administered by American United Life Insurance Company (OneAmerica) under section 403(b) of the Internal Revenue Service. Plan provisions and contribution requirements are established and may be amended by the Board of Directors. Regular full time non-bargaining unit employees become eligible to participate after two years of service. Employees are permitted to make contributions to the Plan up to applicable Internal Revenue Code limits. Under the Plan, Paratransit contributes 9% to 15% of wages of eligible employees depending on years of service. Employees vest immediately in both employee and employer contributions, so there are no forfeitures. Paratransit's contributions were \$474,109 and \$321,217 for the years ended June 30, 2025 and 2024, respectively.

NOTE L – CONCENTRATIONS

Paratransit currently receives a substantial amount of its support from a county-wide sales tax approved under Measure A, statewide retail sales tax from the Local Transportation Fund created by the Transportation Development Act, and an agreement with ALTA Regional Center to carry out ALTA's specialized transportation services for developmentally disabled clientele. A significant reduction in the level of this support, if this were to occur, may have a significant effect on Paratransit's activities. Paratransit's ability to operate and provide services is dependent on its continued ability to obtain government grants and funds and to maintain operating costs at a level consistent with the amount of support obtained.

PARATRANSIT, INC.

NOTES TO STATUTORY BASIS FINANCIAL STATEMENTS (Continued)

June 30, 2025 and 2024

NOTE M – CONTINGENCIES

Paratransit receives grants and funds for specific purposes that are subject to review and audit by the funding source. Such audits could result in a request for reimbursement for expenditures disallowed under the terms and conditions of the contracts. Management is of the opinion that no material liabilities will result from such potential audits.

NOTE N – COMMITMENTS

In September 2022, ALTA California Regional Center (ALTA) identified overpayments made to Paratransit for alternative services that were later determined to be unauthorized. Overpayments totaled \$708,901 for the months of July 2021 to July 2022. Included in accounts payable at June 30, 2025 and 2024 is \$89,872 and \$164,691, respectively, of the total remaining amounts due to ALTA.

Collective Bargaining Arrangements: Paratransit depends on its vehicle operators for vehicle operations. Paratransit's vehicle operators are covered by a Memorandum of Understanding (MOU) with Amalgamated Transit Union, Local 256 that expires on December 31, 2025. Paratransit's vehicle operations would be disrupted if the MOU is not extended by the expiration date.

NOTE O – CHANGE IN ACCOUNTING PRINCIPLE AND ERROR CORRECTION

Paratransit implemented GASB Statement No. 101, Compensated Absences, during the year ended June 30, 2025, which resulted in sick leave payable being accrued for expected time-off to be used. As a result of this change of accounting principle, net position as of July 1, 2023 was reduced by \$410,181, the compensated absences liability increased and net position decreased at June 30, 2024 by \$448,793 and operating expense increased for the year ended June 30, 2024 by \$38,612.

In addition, PIHS entered into a partnership agreement in June 2024 and received a \$145,000 capital interest for pre-development costs incurred. Paratransit determined during the year ended June 30, 2025 that these pre-development costs were incorrectly expensed and was corrected, resulting in a \$44,785 increase in net position at July 1, 2023, a \$112,068 increase in Investment in Partnership as of June 30, 2024 and a \$67,283 decrease in operating expenses for the year ending June 30, 2024.

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REQUIRED SUPPLEMENTARY INFORMATION

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PARATRANSIT, INC

REQUIRED SUPPLEMENTARY INFORMATION

For the Year Ended June 30, 2025

SCHEDULE OF CHANGES IN THE TOTAL OPEB LIABILITY AND RELATED RATIOS (UNAUDITED)  
Last 10 Years

	2024	2023	2022	2021	2020	2019
<b>Total OPEB liability</b>						
Service cost						\$ 283,949
Interest	\$ 8,925	\$ 4,192	\$ 3,395	\$ 7,854	\$ 9,470	8,474
Changes in assumptions	14,480	(2,544)	(19,087)	(7,993)	3,110	
Benefit payments	(7,528)	(11,158)	(11,158)	(11,158)	(17,565)	(14,920)
Net change in total OPEB liability	15,877	(9,510)	(26,850)	(11,297)	(4,985)	277,503
Total OPEB liability - beginning	224,861	234,371	261,221	272,518	277,503	
Total OPEB liability - ending (a)	\$ 240,738	\$ 224,861	\$ 234,371	\$ 261,221	\$ 272,518	\$ 277,503
Notes to schedule:						
Valuation date	January 1, 2023	January 1, 2022			January 1, 2019	January 1, 2018
Measurement period - fiscal year ended	January 1, 2023	January 1, 2022			January 1, 2019	January 1, 2018
Changes in assumptions:						
Discount rate	3.85%	1.90%	1.47%	3.10%	3.60%	3.15%

Note: Participants of the plan consist of only one retired employee and her spouse, so the Plan has no covered payroll.

Omitted years: The Plan was established during the year ended June 30, 2019. Information will be added prospectively as it becomes available until 10 years are reported.

SCHEDULE OF CONTRIBUTIONS TO THE OPEB PLAN (UNAUDITED)  
Last 10 Years

	2024	2023	2022	2021	2020	2019
Contractually determined contribution - employer fiscal year	\$ 7,528	\$ 11,158	\$ 11,158	\$ 11,158	\$ 17,565	\$ 14,920
Contributions in relation to the contractually determined contribution	(7,528)	(11,158)	(11,158)	(11,158)	(17,565)	(14,920)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered-employee payroll - employer fiscal year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions as a percentage of covered-employee payroll	N/A	N/A	N/A	N/A	N/A	N/A

Notes to Schedule:

Note: Participants of the plan consist of only one retired employee and her spouse, so the Plan is not based on payroll.

Valuation date	January 1, 2023	January 1, 2022	January 1, 2021	January 1, 2020	January 1, 2019	January 1, 2018
Measurement period - fiscal year ended	January 1, 2023	January 1, 2022	January 1, 2021	January 1, 2020	January 1, 2019	January 1, 2018

Methods and assumptions used to determine contribution rates:

Actuarial Cost Method	Alternative measurement method					
Amortization period in years	13	14	14	15	16	17
Healthcare cost trend rates	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Discount rate	3.85%	1.90%	1.47%	3.10%	3.60%	3.15%

Omitted years: The Plan was established during the year ended June 30, 2019. Information will be added prospectively as it becomes available until 10 years are reported.

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OTHER SUPPLEMENTARY INFORMATION

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INDEPENDENT AUDITOR'S REPORT  
ON OTHER SUPPLEMENTARY INFORMATION

To the Board of Directors  
Paratransit, Inc.  
Sacramento, California

We have audited the financial statements of Paratransit, Inc. as of and for the years ended June 30, 2025 and 2024 and our report thereon dated January 9, 2026, which expressed a modified opinion on those financial statements, appears on pages 1 to 3. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Schedules of Expenses by Function is presented for the purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

*Richardson & Company, LLP*

January 9, 2026

PARATRANSIT, INC.

SCHEDULES OF EXPENSES BY FUNCTION

For the Years Ended June 30, 2025 and 2024

	2025	2024 Restated
<b>Elderly and Disabled Transportation</b>		
Salaries and wages	\$ 2,874,648	\$ 3,350,536
Employee benefits	1,497,368	1,548,044
Services	956,296	930,344
Insurance	687,021	595,859
Fuel	432,811	510,680
Materials and supplies	193,160	287,390
Utilities	197,475	199,827
Miscellaneous	115,365	179,051
Interest expense	69,402	67,434
Leases and rentals	18,083	34,849
Depreciation and amortization	1,220,246	1,249,723
Total Elderly and Disabled Transportation	8,261,875	8,953,737
<b>Diversified Services and Outside Maintenance</b>		
Salaries and wages	1,055,228	1,084,032
Fuel	1,338,030	1,271,421
Employee benefits	602,668	536,805
Services	324,692	378,389
Materials and supplies	252,592	238,356
Utilities	39,505	45,238
Miscellaneous	28,949	40,645
Insurance	22,847	25,414
Interest expense	11,238	11,495
Leases and rentals	3,988	7,631
Total Diversified Services and Outside Maintenance	3,679,737	3,639,426
<b>Mobility Training Services</b>		
Salaries and wages	229,167	201,223
Employee benefits	155,385	115,570
Services	102,206	63,622
Utilities	16,420	16,202
Materials and supplies	12,458	15,082
Miscellaneous	8,553	15,921
Interest expense	4,411	4,694
Leases and rentals	1,533	2,962
Insurance	5,798	1,859
Total Mobility Training Services	535,931	437,135
<b>Destinations Mobility</b>		
Insurance	9,480	18,827
Miscellaneous	679	1,585
Services	598	6,707
Materials and supplies	537	16,823
Total Destinations Mobility	11,294	43,942
Total Operating Expenses	\$ 12,488,837	\$ 13,074,240

## COMPLIANCE REPORT

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN  
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
*GOVERNMENT AUDITING STANDARDS*, THE TRANSPORTATION DEVELOPMENT ACT AND  
OTHER STATE PROGRAM GUIDELINES

Board of Directors  
Paratransit, Inc.  
Sacramento, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Paratransit, as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise Paratransit's basic financial statements, and have issued our report thereon dated January 9, 2026. Our report disclosed that, as described in Note A to the financial statements, Paratransit, Inc. prepares its financial statements in conformity with the accounting principles prescribed by the Transportation Development Act, which requires Paratransit, Inc. to prepare its financial statements in the same manner as an enterprise fund in a governmental agency. This method follows accounting principles generally accepted in the United States of America for governmental agencies, but is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America for nonprofit organizations.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Paratransit's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Paratransit's internal control. Accordingly, we do not express an opinion on the effectiveness of Paratransit's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

To the Board of Directors  
Paratransit, Inc.

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Paratransit's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. Our audit was further made to determine that Transportation Development Act (TDA) Funds allocated and received by Paratransit were expended in conformance with the applicable statutes, rules and regulations of the TDA and Section 6667 of the California Code of Regulations. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* or TDA guidelines.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Paratransit's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Paratransit's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Richardson & Company, LLP*

January 9, 2026



**Paratransit, Inc.  
Board of Directors Staff Report  
Agenda Item 6A**

**AGENDA TITLE:** Approve the Minutes of the December 15, 2025 Meeting of the Board of Directors

**MEETING DATE:** February 12, 2026

**PREPARED BY:** Chris M. Brown, SHRM-SCP, SPHR, Assistant Secretary of the Board of Directors

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**Recommended Action:**

Approve the Minutes of the December 15, 2025, Special Meeting of the Board of Directors.

**Minutes**

December 15, 2025  
6:00 p.m.  
Ron Brown Conference Center  
2501 Florin Road Sacramento, CA 95822

**Board Members Present**

Jim Alves  
Julia Burrows  
April Dawson Rawlings  
Pat Hume  
Patrick Mulvaney  
Kim Tucker

**Board Members Absent**

**Public Present**

Brandon Black  
Katie McCleary  
Doug Bergman  
Eric Ciampa

## **Staff Present**

Tiffani Scott, President and Chief Executive Officer  
Gary Vickers, Chief Operating Officer  
Chris Brown, SHRM-SCP, SPHR, Chief Administrative Officer  
Jesse Isaacson, Director of Information Technology  
Jamila Lee, SHRM-CP, PHR, Director of Human Resources  
Alicia Brown, Director of Strategic Initiatives and Mobility  
Amy Parkin, Director of Service Performance  
Isaac Gonzalez, Public Relations Consultant  
Osman Mufti, Legal Counsel

## **Call to Order/Roll Call**

Director Hume called the meeting to order at 6:10 p.m.

Directors: Alves, Burrows, Dawson Rawlings, Hume, Mulvaney, Tucker

## **Pledge of Allegiance**

Director Tucker led the Pledge of Allegiance.

## **Closed Session**

The Board adjourned to closed session at 6:12 p.m.

## **Reconvene to Open Session**

The Board reconvened to open session at 7:17 p.m. Director Hume reported no action was taken.

## **Staff Reports**

### A. CEO Report

#### a. Update on Activities and Contracts

Chief Executive Officer Tiffani Scott shared the transit providers in the region have been working with SACOG on the future of transit and wanting to take a coordinated approach. CEO Scott was part of the Greater Sacramento Economic Trip to Germany where she made connections with Los Rios and Sierra College, and they discussed how Paratransit's mobility programs could be integrated into their workforce initiatives. These programs could also benefit agencies like Bosch, Siemens and other companies Sacramento is trying to attract. CEO Scott provided information on a bid we are responding to for the Western Placer County Rides Program that would integrate with our current travel training and give us a bigger footprint in the SACOG region. As

we close out the year, Winter Wish List is almost completed. This year we received \$20,000 in donations and saw an increase in volunteer participation to prepare 2500 boxes. This is a total 17,500 boxes since the inception of Winter Wish List. The financial audit is going on and will be presented at the February meeting.

## A. CFO Report

### a. Monthly Financial Report

CEO Scott filled in the for Chief Financial Officer Lisa Cappellari and reviewed metrics for July 2024 through November 2025. We have worked to find the balance of Alta trips, shuttles and food box deliveries. CEO Scott explained the November trips were lower due to not providing service on Veterans' Day as well as Thanksgiving and the day after. Additionally CEO Scott shared we have the Areas of Persistent Poverty grant for the Home to Healthcare shuttles and are working with Dr. Janine Berra to conduct outreach. Mobility Management remains busy and Maintenance continues to grow as we are utilizing more features in our asset management software. Measure A funds are close to budget and TDA revenues are slightly ahead. We are still processing grants through SacRT and waiting for the revenue to come in.

## **Consent Calendar**

The Consent Calendar was approved upon motion by Director Tucker, seconded by Director Burrows. The motion passed.

### A. Approve the Minutes of the August 18, 2025 Special Meeting of the Board of Directors

**The Minutes were approved as presented.**

### B. Adopt Resolution 29-25 Adopting Update #5 to the Paratransit, Inc. Public Transit Agency Safety Plan

**The resolution was approved as presented.**

#### **Vote for Items A and B**

**AYES:** Alves, Burrows, Dawson Rawlings, Hume, Mulvaney, Tucker

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** None

### C. Adopt Resolution 30-25 Approving the Paratransit, Inc. Board Meeting Calendar for February 2026

This item was pulled from the Consent Calendar for discussion of an earlier meeting time. Director Dawson Rawlings moved to amend the resolution to reflect a 2:00 p.m. meeting time for the February 12, 2026 Board Meeting. Director Mulvaney seconded the motion. The motion passed.

**Vote for Item C**

**AYES:** Alves, Burrows, Dawson Rawlings, Hume, Mulvaney, Tucker

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** None

**Action Items**

A. Discussion and Appointment of Three Board Members for a three-year term, beginning January 1, 2026

Director Alves shared CEO Scott brought a slate of four candidates for he and Director Tucker to interview. After one-on-one interviews, they are presenting Brandon Black, Robert Heidt and Katie McCleary as candidates for the Board of Directors. Mr. Black and Ms. McCleary were in attendance and addressed the Board. CEO Scott provided background on Mr. Heidt.

Director Alves moved to approve the appointments of Brandon Black, Robert Heidt and Katie McCleary to the Board of Directors for a three year term each beginning January 1, 2026. The motion was seconded by Director Tucker, and it was unanimously approved by the Board.

**AYES:** Alves, Burrows, Dawson Rawlings, Hume, Mulvaney, Tucker

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** None

B. Adopt Resolution 31-25 Commending Julia Burrows for her service to the Paratransit, Inc. Board of Directors

Director Burrows expressed gratitude for the work Tiffani and staff do every day, to Director Hume for is organizational skills and public service, and to Kim and Jim for sharing their experience and answering questions. Director Burrows said she is available to volunteer on a project or answer questions. Director Tucker expressed her gratitude and CEO Scott read the resolution.

Director Hume moved to adopt Resolution 31-25 Commending Julia Burrows for her service to the Paratransit, Inc. Board of Directors as presented. The motion was seconded by Director Mulvaney, and it was approved by the Board.

**AYES:** Alves, Dawson Rawlings, Hume, Mulvaney, Tucker

**NOES:** None

**ABSTENTIONS:** Burrows

**ABSENT:** None

C. Adopt Resolution 32-25 Commending Leigh White for her service to the Paratransit, Inc. Board of Directors

CEO Scott shared Director White had to resign in November and wished she could have done more. She was very dedicated and we appreciate that.

Director Dawson Rawlings moved to adopt Resolution 32-25 Commending Leigh White for her service to the Paratransit, Inc. Board of Directors as presented. The motion was seconded by Director Alves, and it was approved by the Board.

**AYES:** Alves, Burrows, Dawson Rawlings, Hume, Mulvaney, Tucker

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** None

D. Adopt Resolution 33-25 Commending Pat Hume for his service to the Paratransit, Inc. Board of Directors

CEO Scott thanked Director Hume for his leadership and read the resolution. Director Hume said the Board is different than when he was appointed. Now there are broader business opportunities. He shared three pieces of advice: 1) keep your eyes wide open; 2) explore the housing on Woodbine; and 3) there is nothing stopping Paratransit from taking the success and becoming a true community development corporation. Director Alves thanked Director Hume for his leadership.

Director Mulvaney moved to adopt Resolution 33-25 Commending Pat Hume for his service to the Paratransit, Inc. Board of Directors as presented. The motion was seconded by Director Burrows, and it was approved by the Board.

**AYES:** Alves, Burrows, Dawson Rawlings, Mulvaney, Tucker

**NOES:** None

**ABSTENTIONS:** Hume

**ABSENT:** None

E. Presentation to out-going Board Chair Pat Hume

CEO Scott shared Director Hume is one of the longest tenured Board members and is thankful for his leadership and guidance for the agency. He was appointed in 2012, has served as the Chair four times and led the agency through the transition in 2020. Director Tucker presented the commissioned glass sculpture in recognition of Director Hume's service. It was done by a local artist in Paratransit colors.

F. Discussion and Possible Action for Adjustment to Compensation for the President and CEO

This item was pulled from the agenda.

G. Adopt Resolution 34-25 - Affirmation of Action of President and CEO Regarding UCP MOU for CTSA services with UCP and Affirmation of Continued Delegated Authority of President and CEO for all Actions Related to Use, Lease or Occupancy of Paratransit Facilities.

Legal Counsel Osman Mufti presented Resolution 34-25 that confirms the CEO's existing authority to handle all matters related to use, lease or occupancy of Paratransit facilities. This affirms what her employment agreement and two resolutions passed in 2023 state, and is being restated as because there was a question of her authority to terminate the agreement with UCP. This resolution removes doubt even though the CEO's already has this authority.

There was public comment from Doug Bergman, CEO/President from UCP. He stated he thinks there has been agreement on a new MOU which allows UCP to maintain their presence at Paratransit through September 30, 2026 with two three-month extensions. This ensures 600 clients will continue to receive service. Mr. Bergman thanked CEO Scott and Paratransit for the partnership of over 30 years and appreciates the continued partnership.

Director Alves moved to adopt Resolution 33-25 Commending Pat Hume for his service to the Paratransit, Inc. Board of Directors as presented. The motion was seconded by Director Burrows, and it was approved by the Board.

**AYES:** Alves, Burrows, Dawson Rawlings, Hume, Mulvaney, Tucker

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** None

## **Public Comment**

None

## **Board Comments/Reports/Future Agenda Items**

Director Burrows wished everyone a Happy Holidays, and Director Hume wished “happy trails” to the Directors. CEO Scott shared the February Board Meeting would focus on the Board Meeting Calendar, election of officers and Board goals.

## **Adjournment**

Director Hume announced the meeting adjourned at 8:08 p.m.

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Chris M. Brown, SHRM-SCP, SPHR  
Chief Administrative Officer/Secretary

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2/12/2026

Date



**Paratransit, Inc.  
Board of Directors Staff Report  
Agenda Item 6C**

**AGENDA TITLE:** Approve Resolution 01-26 Authorizing the President and CEO to prepare, submit and execute Agreements for various upcoming grant programs from the Sacramento Area Council of Governments, the State of California, the Federal Transit Administration, and assorted local programs

**MEETING DATE:** February 12, 2026

**PREPARED BY:** Tiffani M. Scott, President and CEO  
Lisa M. Cappellari, Chief Financial Officer

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**RECOMMENDED ACTION:**

Adopt Resolution 01-26 Authorizing the President and CEO to submit Proposals and Funding Applications, as opportunities arise, to pursue funding from the Federal Transit Administration, SACOG, the State of California or other funding sources and to execute any contracts and/or agreements, if awarded.

**BACKGROUND AND DISCUSSION:**

Paratransit, Inc. routinely applies for numerous calls for project funding applications for funding to operate our services. Many of the programs are on two-year cycles which are soon going to open. In addition, with the passage of the Bi-Partisan Infrastructure Bill and the Build Back Better bills, staff is requesting authority to pursue funding advantageous to continuation and expansion of our programs.

**FISCAL IMPACT:**

The current year fiscal budget is built upon already awarded funds. Any funding awarded would be included in future budgets.

**ATTACHMENTS:**

1. Resolution 01-26



**RESOLUTION NO. 01-26**

**AUTHORIZING THE PRESIDENT AND CEO TO PREPARE, SUBMIT AND EXECUTE AGREEMENTS FOR VARIOUS UPCOMING GRANT PROGRAMS FROM THE SACRAMENTO AREA COUNCIL OF GOVERNMENTS, THE STATE OF CALIFORNIA, THE FEDERAL TRANSIT ADMINISTRATION, AND ASSORTED LOCAL PROGRAMS**

**WHEREAS**, Congress recently passed the Bi-Partisan Infrastructure Bill and SACOG is entering into their upcoming funding cycles; and

**WHEREAS**, as a transit and social service provider, Paratransit, Inc. is considered an essential business delivering critical infrastructure and needs to continue providing essential public services; and

**WHEREAS**, many of the programs and services Paratransit provides are eligible for these funding programs.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of Paratransit, Inc. hereby authorizes the President and CEO to prepare, submit and execute Agreements for various upcoming grant programs from the Sacramento Area Council of Governments, State of California, Federal Transit Administration, and assorted local programs.

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Kim Tucker, Vice Chair of the Board  
Paratransit, Inc. Board of Directors  
Dated: February 12, 2026



**Paratransit, Inc.  
Board of Directors Staff Report  
Agenda Item 6D**

**AGENDA TITLE:** Adopt Resolution 02-26 Approving the 2026-2029 Title VI Plan for Paratransit, Inc. and Authorizing the President and CEO to make administrative adjustments to the plan, as needed

**MEETING DATE:** February 12, 2026

**PREPARED BY:** Tiffani M. Scott, President and CEO

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**RECOMMENDED ACTION:**

Adopt Resolution 02-26 Approving the 2026-2029 Title VI Plan and authorizing the President and CEO to make administrative adjustments to the program, as needed.

**BACKGROUND AND DISCUSSION:**

In Federal Circular 4702.1B, the Federal Transit Administration (FTA) requires all recipients and sub-recipients to develop a Title VI Plan to ensure that equal access is provided to passengers and that the proper language assistance materials are made available. Paratransit, Inc. has had a Title VI policy for several years and this adoption covers the newest planning period extending the plan until 2029.

The Title VI Plan presented is an update of Paratransit's existing Board-adopted Program, and is consistent with updated American Community Survey Data. This update makes no substantial changes to the previous plan as existing Safe Harbor Languages remain unchanged with the recent data releases for the areas we serve. The plan outlines the process utilized to monitor equal access to passengers and describes the different ways that

Paratransit, Inc. reaches out to the community and, in particular, passengers with Limited English Proficiency (LEP).

Each agency receiving federal funds is required to update and have the Board re-adopt their program every three years, and staff is recommending that the Board of Directors authorize the President and CEO to make any administrative adjustments in the interim. These would include updating the exhibits to show revised outreach materials or updated procedures.

**FISCAL IMPACT:**

The Title VI plan is required to be adopted by the Board to remain eligible to utilize federal funds. Failure to adopt the plan, could jeopardize the use of federal capital and operating funds.

**Attachments:**

1. Resolution 02-26
2. Title VI Plan for years 2026-2029



## RESOLUTION NO. 02-26

### **APPROVING THE 2026-2029 TITLE VI PLAN FOR PARATRANSIT, INC. AND AUTHORIZING THE PRESIDENT AND CEO TO MAKE ADMINISTRATIVE ADJUSTMENTS TO THE PLAN, AS NEEDED**

**WHEREAS**, every three (3) years the Paratransit, Inc. Board of Directors is required to adopt an updated Title VI plan in accordance with federal requirements; and

**WHEREAS**, Paratransit, Inc. is a recipient of federal funds for operating and capital purposes; and

**WHEREAS**, upon adoption, this plan will be transmitted to our funding partners for compliance.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of Paratransit, Inc. adopts Resolution 02-26 approving the Paratransit, Inc. Title VI Plan.

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Board of Directors of Paratransit, Inc. authorizes the President and CEO to make administrative adjustments as needed.

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Kim Tucker, Vice Chair of the Board  
Paratransit, Inc. Board of Directors  
Dated: February 12, 2026

Paratransit, Inc.

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# Title VI Program Update 2026-2029



## 1.0 Introduction

### 1.1 Paratransit, Inc. Profile

Founded in 1978, Paratransit, Inc. is a private nonprofit corporation dedicated to providing transportation services to individuals with disabilities, the elderly, and related agencies throughout the Sacramento County area.

In 1979, using Paratransit, Inc. as a model, Assemblyman Walter Ingalls authored Assembly Bill (AB) 120, the Social Service Transportation Improvement Act. This landmark legislation included a provision calling for the designation of a Consolidated Transportation Services Agency (CTSA) in each California County. Paratransit, Inc. was the first such agency designated in California.

Since 1981, Paratransit, Inc. has served as the CTSA for the Sacramento urbanized area and is recognized as a national leader in coordinated transportation programs. As the designated CTSA, Paratransit, Inc. works with social service agencies such as the United Cerebral Palsy Association of Northern California, ACC Senior Services (formerly Asian Community Center), and the Elk Grove Adult Community Training program, to increase transportation options for seniors, individuals with disabilities and people with low incomes. For over 40 years, Paratransit has worked with a variety of local nonprofit agencies to provide transportation services, accessible vehicles, low-cost vehicle maintenance, and travel training programs.

### 1.2 Requirements and Guidance

As a condition of Paratransit, Inc.'s funding from the Federal Transit Administration (FTA), Paratransit, Inc. is required annually to submit Certifications and Assurances. In addition, on a triennial basis, Paratransit, Inc. is required to submit evidence documenting compliance with FTA Circular 4702.1B on Title VI of the Civil Rights Act of 1964, which states in Section 601:

*No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the*

*benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.*

There are two Presidential Executive Orders that place further emphasis upon Title VI protections of race and national origin.

- Executive Order #12898 directs federal agencies to develop strategies to address disproportionately high and adverse human health or environmental effects of their programs on minority and low-income populations.
- Executive Order #13166 directs federal agencies to evaluate services provided and implement a system that ensures that persons with Limited English Proficiency are able to meaningfully access the services provided consistent with and without unduly burdening the fundamental mission of each federal agency. Additionally, each federal agency shall ensure that recipients of federal financial assistance provide meaningful access to their Limited English Proficiency applicants and beneficiaries.
- Circular 4703.1 went into effect on August 15, 2012 to provide recipients of FTA financial assistance with guidance to incorporate environmental justice principles into plans, projects and activities that receive funding from FTA.
- Circular 4702.1B went into effect on October 1, 2012 to assist grantees in complying with Title VI of the Civil Rights Act of 1964. The purpose of this Circular is to provide recipients of FTA financial assistance with instructions and guidance necessary to carry out the US Department of Transportation's Title VI regulations (49 CFR part 21).

## 2.0 General Requirements

### *2.1 Notice to the Public*

Requirement: All recipients must provide a copy of the recipient's Title VI notice to the public that indicates that the recipient complies with Title VI, and informing members of the public of the protections against discrimination afforded to them by Title VI, as well as a list of locations where the notice is posted.

Policy: Paratransit, Inc. posts its Title VI notice in English and our Safe Harbor Languages of: Spanish, Vietnamese, Chinese, Hmong, and Russian in the public portions of our Administration building located at 2501 Florin Road and online at [www.pاراتransit.org](http://www.paratransit.org).

### *2.1 Complaint Procedures and Form*

Requirement: All recipients must provide a copy of instructions to the public regarding how to file a Title VI discrimination complaint, including a copy of the complaint form.

Policy: The procedure for filing a Title VI complaint can be found online at [www.pاراتransit.org](http://www.pاراتransit.org) and may also be obtained from Paratransit, Inc.'s Administration Department. Paratransit, Inc. staff is available to assist complainants with filing a Title VI complaint.

Paratransit, Inc. has developed procedures for filing, tracking and investigating Title VI complaints. The procedures, including a complaint form provided by Paratransit, Inc. are included in Appendix 2.

### *2.2 Investigations, Complaints and Lawsuits*

Requirement: All recipients must provide a list of any public transportation related Title VI investigations, complaints and lawsuits filed with the recipient since the time of the last submission.

Policy: Paratransit, Inc. has developed procedures for tracking and monitoring Title VI complaints and lawsuits and has procedures for investigation of complaints.

Paratransit, Inc. has not received any complaints of discrimination pursuant to Title VI. A statement noting that no complaints have been received is included as Appendix 3.

### *2.3 Inclusive Public Involvement*

Requirement: Pursuant to 49 CFR 21.5(b)(7), and to engage in community outreach consistent with the DOT Order on Environmental Justice, recipients and sub-recipients shall seek out and consider the viewpoints of minority and low income populations in the course of conducting public outreach and involvement activities. An agency's public participation plan shall offer early and continuous opportunities for the public to be involved in the identification of social, economic and environmental impacts of proposed transportation decisions.

Policy: Paratransit, Inc. staff actively reaches out to organized community groups (i.e., ACC Senior Services, Hmong Heritage Center, senior facilities, public transportation providers, etc.) to conduct travel training classes. During these classes, informational packets are disseminated and interpreters are available to assist with patrons who have limited English proficiency.

Also, Paratransit, Inc. staff participates in several advisory committees, including the Transit Coordinating Committee of the Sacramento Area Council of Governments, and the Mobility Advisory Council of the Sacramento Regional Transit District. Through these advisory councils, Paratransit, Inc. staff participates in public outreach efforts on community and regional transportation and transit service planning efforts.

### *2.4 Language Assistance Plan*

Requirement: All recipients are required to provide a Language Assistance Plan (LAP), which specifies policies and procedures for providing language

assistance to LEP populations, in accordance with U.S. Department of Transportation LEP Guidance.

#### *2.4.1 Four Factor Analysis*

The U.S. Department of Transportation (DOT) issued its *Policy Guidance Concerning Recipient's Responsibilities to Limited English Proficiency (LEP) Persons*. This policy states that DOT recipients are required to take reasonable steps to ensure meaningful access to programs by LEP persons. This coverage extends to the recipient's entire program. There are four factors for agencies to consider when assessing language needs and determining what steps they should take to ensure access for LEP persons, regardless of whether or not the agency chooses not to prepare a written LEP plan:

- 1) The number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity or service of the recipient;
- 2) The frequency with which LEP individuals come in contact with } the program;
- 3) The nature and importance of the program, activity or service provided by the recipient to people's lives; and
- 4) The resources available to the recipient and costs. A brief description of the self-assessment undertaken in each of the areas follows.

##### *2.4.1a The number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity or service of the recipient.*

People of Spanish or Asian decent are the primary LEP persons likely to be encountered by Paratransit, Inc. programs and transit services. For the Sacramento Urbanized Area, the American Community Survey of the U.S. Census Bureau shows that among the area's population, 73.5 spoke English as a first language or spoke it "very well" as a second language. For groups who spoke English "less than very well", 6.1% are

Hispanic, 1 percent is of Chinese descent, and 2.7 percent are of other Asian descent, including Russian, Hmong, Vietnamese and Laotian.

Appendix 4 contains a table that lists the languages spoken at home by the ability to speak English for the population within the Sacramento Urbanized Area five years and older.

#### *2.4.1b The frequency with which LEP individuals come in contact with the program.*

Paratransit, Inc. has assessed the frequency at which staff has or could possibly have contact with LEP persons. This includes examining census data, phone inquiries, requests for translated documents and staff feedback. As discussed above, census data indicate that there is a fairly large percentage of the general population, who are Spanish speaking persons or those of Asian descent. As a demand-response transportation provider, it is necessary to recognize these segments of the general population. Phone inquiries and staff feedback also indicate that Spanish-speaking and Asian language LEP persons have regular contact with the service or program.

#### *2.4.1c The nature and importance of the program, activity or service provided by the recipient to people's lives.*

Public transportation and regional transportation planning is vital to many people's lives. According to the Department of Transportation's *Policy Guidance Concerning Recipient's Responsibilities to Limited English Proficient (LEP) Persons*, "Providing public transportation access to LEP persons is crucial. An LEP person's ability to utilize effective public transportation may affect his or her ability to obtain health care, or education, or access to employment."

Although detailed data is not available from the American Community Survey, aggregate data indicates that, of those who

take public transportation to work in the Sacramento Urbanized Area, 15.6 percent are of Hispanic or Latino origin, and 11.5 percent are of Asian descent. In addition, of those within the urbanized area, who take public transportation 10.8 percent speak English “less than very well.” Although these figures are generalized to “public transportation” and are not segregated into fixed-route vs. demand-responsive services, it is reasonable to assume that the data would indicate that Paratransit’s services are important to these populations as a primary means to get to work and other destinations.

#### *2.4.1d The resources available to the recipient and costs*

Paratransit, Inc. assessed its available resources that are currently being used, and those that could be used, to provide language assistance. Notwithstanding the significant cuts in funding for public transportation service in the Sacramento urbanized area, and the resulting cuts in ADA-related transportation services, Paratransit, Inc. provides a reasonable degree of services for limited English speaking persons.

### *2.5 Interactions with the Limited English Proficiency Population*

Paratransit, Inc. employs the following to ensure meaningful input is received:

- Paratransit’s automated telephone answering system provides information in both English and Spanish, and calls are routed as appropriate to English or Spanish speaking call representatives.
- Paratransit ensures that staff or contract interpreters are available to work with customers who speak Spanish, Vietnamese, Russian, Hmong and Chinese.

- Paratransit, Inc. works with organizations such as the ACC Senior Services and the Hmong Heritage Center to recruit translators as needed for public presentations and mobility training sessions.
- When Paratransit, Inc. staff makes community presentations to groups whom they know in advance are limited English speakers, Paratransit staff will hire an interpreter to translate information from the presentation to meeting attendees.
- When customers communicate with Paratransit, Inc. and state a language preference, requested materials are provided in the requested language.
- Notices that are posted on the Paratransit, Inc. vehicles are provided in English and Spanish, as drivers most frequently interact with Spanish-speaking individuals. Paratransit, Inc. provides these notices to other limited-English speaking customers upon request.

## *2.6 LEP Training and Implementation by Paratransit, Inc. staff*

Paratransit, Inc. employs the following to ensure meaningful input is received:

- When new hires start employment, Paratransit, Inc. management distributes an Administrative Handbook that contains all Paratransit, Inc. policies and procedures. The Administrative Handbook will be updated to include Paratransit, Inc.'s policy on outreach to and communication with limited-English speaking persons.
- As new policies/procedures are developed, or existing policies/procedures are amended, these new documents are distributed to affected employees through various methods, including but not limited to paper distribution, electronic documents, postings in employee break rooms, and scheduled group or individual training

sessions.

- Vehicle operators, who are the most direct point of contact for LEP persons, have several methods to respond to an LEP individual. In many instances, LEP individuals are accompanied by a companion who speaks English and can translate for the customer. In addition, many vehicle operators are bilingual. If vehicle operators are not bilingual, they are instructed to ask for assistance from a bilingual passenger. In the few cases where there is no one on the bus who can offer language assistance when needed, the vehicle operator contacts dispatch, and a supervisor is sent to the bus to assist.

## *2.7 Safe Harbor Provisions*

The Safe Harbor requirements state, “if a recipient provides written translation of vital documents for each eligible LEP language group that constitutes five percent (5%) or 1,000 persons, whichever is less, of the total population of persons eligible to be served or likely to be affected or encountered, then such action will be considered strong evidence of compliance with the recipient’s written translation obligations. Translation of non-vital documents, if needed, can be provided orally.”

Based on the Four Factor analysis, as described above, Paratransit, Inc. has identified the following documents to be made available:

1. Paratransit, Inc. Policy Statement of Non-Discrimination and Title VI Civil Rights Protections
2. Title VI Facility and Vehicle Notifications
3. Paratransit, Inc. Implementation Procedure for Policy on Nondiscrimination and Title VI Civil Rights Protection
4. Paratransit, Inc. Title VI Complaint Procedure

## *2.8 Monitoring, Evaluation and Updates to the plan*

The Paratransit, Inc. Title VI program and Language Assistance Plan are designed to be living documents that are updated accordingly. Paratransit, Inc. monitors our services and service area statistics:

1. Through contact with our passengers both on-board
2. Through updated American Community Survey data
3. Through formal comments obtained by the public and local officials
4. Through active engagement in the regulatory process and monitoring of updates to regulations and best practices
5. Through outreach in our travel training program with partner agencies on their changing customer demographics.

Based on the information received, Paratransit, Inc. reviews all comments and updates the plan and outreach documents accordingly. All data is reviewed as needed and at a minimum, a new plan is updated and adopted by the Board every three years.

### *2.9 Committee and Board Composition*

Committee and Board Composition Requirement: Recipients that have transit-related, non-elected planning boards, advisory councils or committees or similar bodies, the membership of which is selected by the recipient, must provide a table depicting the racial breakdown of the membership of those committees and a description of efforts made to encourage the participation of minorities on such committees or councils.

Policy: Paratransit, Inc. does not have any non-elected planning boards, advisory councils or committees, or similar bodies.

### *2.10 Construction Projects*

Requirement: If the recipient has constructed a facility, such as a vehicle storage facility, maintenance facility, operation center, etc., the recipient shall include a copy of the Title VI equity analysis conducted during the planning stage with regard to the location of the facility.

Title 49 CFR Section 21.9 (b)(3) states, "In determining the site or location of facilities, a recipient or applicant may not make selections with the purpose or effect of excluding persons from, denying them the benefits of, or subjecting them to discrimination under any program to which this regulation applies, on the ground of race, color or national origin."

Title 49 CFR part 21, Appendix C, Section (3) (iv) provides, “The location of projects requiring land acquisition and the displacement of persons from their residences and businesses may not be determined on the basis of race, color or national origin.”

For the purposes of this requirement, “facilities” does not include bus shelters, as these are transit amenities and are covered in Chapter IV of Circular 4702.1B, nor does it include transit stations, power substations, etc., as those are evaluated during project development and the CEQA and NEPA processes. Facilities included in this provision include, but are not limited to, storage facilities, maintenance facilities, operations centers, etc.

Policy: Paratransit, Inc. has a process in place to identify and monitor these projects in the planning and project development phases to ensure that the proper analysis is conducted. Paratransit, Inc. did not have any construction projects, as defined by this regulation, during the time since the last program submittal.

### *2.11 Subrecipient Monitoring*

Recipients shall include a narrative or description of efforts used to ensure subrecipients are complying with Title VI, as well as a schedule of subrecipient Title VI program submissions.

Policy: Paratransit, Inc. does not have any pass-through agreements with subrecipients and no such agreements are expected during the term of this Title VI plan.

### *2.12 Board Approval*

Requirement: A copy of board meeting minutes, resolution, or other appropriate documentation showing the Board of Directors reviewed and approved the Title VI program must be included.

Policy: This Title VI update will be posted to the Paratransit, Inc. website once approved by Paratransit, Inc. and is scheduled to go to the Board of Directors at its February 2026 meeting.

### *2.13 Required Submission of the Title VI Program*

To ensure compliance with 49 CFR Section 21.9 (b), FTA requires that all recipients document their compliance by submitting a Title VI program to FTA's regional civil rights officer once every three years.

## **3 Description of Service**

Paratransit, Inc. funds and provides demand-responsive services to individuals for the General Public . Paratransit, Inc. uses its revenues to provide service to the public. The following is a description of the current services offered:

### *Mobility Training*

Paratransit, Inc. offers training on how to ride the local fixed route and light rail service at no cost to the individual. Training includes help planning how to get to and from favorite destinations and one-on-one training riding with passengers on the bus until they can navigate independently on their own. Because there may be non-ADA denials, Paratransit, Inc. encourages anyone who wants to learn how to ride to take this free training. Companions are also eligible to receive training along with Paratransit passengers.

## **4 General Reporting Requirements**

Chapter IV of FTA Circular 4702.1B speaks to the general reporting requirements required of recipients of FTA funding and its subrecipients to ensure that their activities comply with the DOT Title VI regulations and/or the DOT Order on Environmental Justice and the DOT Guidance on Limited English Proficiency (LEP). Reporting requirements covering nine general areas are identified in this chapter. Summaries of these requirements and Paratransit Inc.'s efforts in meeting them are outlined below.

### *4.1 Annual Title VI Assurance*

Applicants shall submit their annual Title VI assurance as part of their annual Certification and Assurances submission to FTA. Recipients shall collect Title VI assurances from subrecipients prior to passing through FTA funds (these Title VI assurances can be submitted as part of a standard list of assurances provided by subrecipients to their direct recipient).

Paratransit, Inc. annually submits its Certifications and Assurances to both the California Department of Transportation (Caltrans), Division of Mass Transportation, as a subrecipient of Section 5310 funds and to the Sacramento Regional Transit District as a subrecipient of Section 5307, 5309 and 5339 funds. The Executive Director and Chief Legal Counsel sign the annual Certifications and Assurances document and submit it with Paratransit, Inc.'s Section 5310 applications to Caltrans. Paratransit, Inc.'s latest signed copy of the Certifications and Assurances is included in this document as Appendix 1.

#### *4.2 Notifying Beneficiaries of Protection*

In order to comply with 49 CFR Section 21.9 (d), recipients and subrecipients shall provide information to beneficiaries regarding their Title VI obligations and appraising beneficiaries of the protections against discrimination afforded to them by Title VI.

Paratransit, Inc. has established a Policy Statement, per Title VI, for those who are benefiting from services, and/or contracts, funded with federal assistance and has made that Policy Statement available to the public. This Policy Statement addresses Paratransit, Inc.'s commitment to avoiding discrimination on the basis of race, color or national origin. In addition, Paratransit, Inc. has developed an Implementation Procedure and Complaint Process that provides the following additional information:

- A description of Title VI and the civil rights protections it affords
- Instructions on how to file a Title VI complaint
- A description of the process for handling complaints and notifying the complainant
- A description of who can file complaints and where to file them.

Paratransit's "Policy Statement on Non-Discrimination and Title VI Civil Rights Protections," which includes a public notification of rights, is shown in Appendix 2. All of these documents can be translated into various languages upon request. In addition, Paratransit's Title VI Policy Statement and Implementation Procedure are included on Paratransit's web site at [www.paratransit.org](http://www.paratransit.org)

## **Appendix 1**

# **FY 2025 Certifications and Assurances Executed by Paratransit, Inc.**

*Not every provision of every certification will apply to every applicant or award. If a provision of a certification does not apply to the applicant or its award, FTA will not enforce that provision.*

*Text in italic is not part of a certification and is of no legal effect. Its purpose is to provide explanation and context for the certification.*

## **CATEGORY 1. CERTIFICATIONS AND ASSURANCES REQUIRED OF EVERY APPLICANT.**

*All applicants must make the certifications in this category.*

### **1.1. Standard Assurances.**

*The certifications in this subcategory appear as part of the applicant's registration or annual registration renewal in the System for Award Management (SAM.gov) and on the Office of Management and Budget's standard form 424B "Assurances—Non-Construction Programs". This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.*

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
- (b) Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- (c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- (d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- (e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).
- (f) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:

- (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 CFR Part 21, including any amendments thereto;
  - (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 CFR Part 25;
  - (3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.
  - (4) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps, as effectuated by U.S. DOT regulation 49 CFR Part 27;
  - (5) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age;
  - (6) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
  - (7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91–616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
  - (8) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
  - (9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
  - (10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
  - (11) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- (g) Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“Uniform Act”) (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. The requirements of the Uniform Act are effectuated by U.S. DOT regulation 49 CFR Part 24.
- (h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

- (i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction sub-agreements.
- (j) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- (k) Will comply with environmental standards which may be prescribed pursuant to the following:
  - (1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
  - (2) Notification of violating facilities pursuant to EO 11738;
  - (3) Protection of wetlands pursuant to EO 11990;
  - (4) Evaluation of flood hazards in floodplains in accordance with EO 11988;
  - (5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);
  - (6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.);
  - (7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and
  - (8) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93–205).
- (l) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- (m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
- (n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- (o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

- (p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- (q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR Part 200, Subpart F, “Audit Requirements”, as adopted and implemented by U.S. DOT at 2 CFR Part 1201.
- (r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.
- (s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a subrecipient from:
  - (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;
  - (2) Procuring a commercial sex act during the period of time that the award is in effect; or
  - (3) Using forced labor in the performance of the award or subawards under the award.

## **1.2. Standard Assurances: Additional Assurances for Construction Projects.**

*This certification appears on the Office of Management and Budget’s standard form 424D “Assurances—Construction Programs” and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.*

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- (b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
- (c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work confirms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

### 1.3. Procurement.

*The Uniform Administrative Requirements, 2 CFR § 200.325, allow a recipient to self-certify that its procurement system complies with Federal requirements, in lieu of submitting to certain pre-procurement reviews.*

The applicant certifies that its procurement system complies with:

- (a) U.S. DOT regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 200, particularly 2 CFR §§ 200.317–200.327 “Procurement Standards;
- (b) Federal laws, regulations, and requirements applicable to FTA procurements; and
- (c) The latest edition of FTA Circular 4220.1 and other applicable Federal guidance.

### 1.4. Increased Micro-Purchase Threshold.

*A recipient may establish a micro-purchase threshold that is higher than the Federal micro-purchase threshold. Pursuant to 2 CFR § 200.320(a)(1)(iv), the recipient may self-certify a micro-purchase threshold up to \$50,000. Pursuant to 2 CFR § 200.320(a)(1)(v), the recipient may set a micro-purchase threshold higher than \$50,000, but only with the approval of the recipient’s Federal cognizant agency for indirect costs. To determine an applicant’s cognizant agency for indirect costs, consult the definition of “cognizant agency for indirect costs” in 2 CFR § 200.1.*

If the recipient uses a micro-purchase threshold that is higher than the Federal micro-purchase threshold, the recipient certifies:

- (a) The recipient’s micro-purchase threshold does not exceed \$50,000, or the recipient has approval from its Federal cognizant agency for indirect costs to use a higher micro-purchase threshold;
- (b) The recipient has a written justification for its micro-purchase threshold; and
- (c) The recipient has supporting documentation of any of the following:
  - (1) The recipient qualifies as a low-risk auditee, in accordance with the criteria in 2 CFR § 200.520 for the most recent audit;
  - (2) The recipient has an annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or
  - (3) For public institutions, a higher threshold is consistent with State law.

**1.5. Suspension and Debarment.**

*Pursuant to Executive Order 12549, as implemented at 2 CFR Parts 180 and 1200, prior to entering into a covered transaction with an applicant, FTA must determine whether the applicant is excluded from participating in covered non-procurement transactions. For this purpose, FTA is authorized to collect a certification from each applicant regarding the applicant's exclusion status. 2 CFR § 180.300. Additionally, each applicant must disclose any information required by 2 CFR § 180.335 about the applicant and the applicant's principals prior to entering into an award agreement with FTA. This certification serves both purposes.*

The applicant certifies, to the best of its knowledge and belief, that the applicant and each of its principals:

- (a) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily or involuntarily excluded from covered transactions by any Federal department or agency;
- (b) Has not, within the preceding three years, been convicted of or had a civil judgment rendered against him or her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or commission of any other offense indicating a lack of business integrity or business honesty;
- (c) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense described in paragraph (b) of this certification; and
- (d) Has not, within the preceding three years, had one or more public transactions (Federal, State, or local) terminated for cause or default.

**1.6. Lobbying.**

*If the applicant will apply for a grant or cooperative agreement exceeding \$100,000, or a loan, line of credit, loan guarantee, or loan insurance exceeding \$150,000, it must make the following certification and, if applicable, make a disclosure regarding the applicant's lobbying activities. This certification is required by 49 CFR § 20.110 and app. A to that part.*

*This certification does not apply to an applicant that is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 49 CFR Part 20.*

**1.6.1. Certification for Contracts, Grants, Loans, and Cooperative Agreements.**

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

**1.6.2. Statement for Loan Guarantees and Loan Insurance.**

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement

shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### **1.7. Real Property Use**

*This certification responds to Recommendation #7 in the U.S. Department of Transportation's Office of Inspector General Report FS2024025 (May 20, 2024).*

If the applicant will use assistance provided by the Federal Transit Administration to acquire or improve real property, the applicant certifies that it will comply with the requirements of 2 CFR § 200.311, including but not limited to, requirements to use the property for the purposes authorized in its award, and to seek disposition instructions from FTA when the property no longer is needed for any authorized purpose.

## **CATEGORY 2. PUBLIC TRANSPORTATION AGENCY SAFETY PLANS**

*This certification is required of each applicant under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), each rail operator that is subject to FTA's state safety oversight programs, and each State that is required to draft and certify a Public Transportation Agency Safety Plan on behalf of a Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) pursuant to 49 CFR § 673.11(d).*

*This certification is required by 49 U.S.C. § 5307(c)(1)(L), 49 U.S.C. § 5329(d)(1), and 49 CFR § 673.13. This certification is a condition of receipt of Urbanized Area Formula Grants Program (49 U.S.C. § 5307) funding.*

*This certification does not apply to any applicant that only receives financial assistance from FTA under the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or combination of these two programs, unless it operates a rail fixed guideway public transportation system.*

If the applicant is an operator, the applicant certifies that it has established a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673; including, specifically, that the board of directors (or equivalent entity) of the applicant has approved, or, in the case of an applicant that will apply for assistance under 49 U.S.C. § 5307 that is serving an urbanized area with a population of 200,000 or more, the safety committee of the entity established under 49 U.S.C. § 5329(d)(5), followed by the board of directors (or equivalent entity) of the applicant has approved, the Public Transportation Agency Safety Plan or any updates thereto; and, for each recipient serving an urbanized area with a population of fewer than 200,000, that the Public Transportation Agency Safety Plan has been developed in cooperation with frontline employee representatives.

If the applicant is a State that drafts and certifies a Public Transportation Agency Safety Plan on behalf of a public transportation operator, the applicant certifies that:

- (a) It has drafted and certified a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673 for each Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) in the State, unless the Small Public Transportation Provider provided notification to the State that it was opting out of the State-drafted plan and drafting its own Public Transportation Agency Safety Plan; and
- (b) Each Small Public Transportation Provider within the State that opts to use a State-drafted Public Transportation Agency Safety Plan has a plan that has been approved by the provider's Accountable Executive (as that term is defined at 49 CFR § 673.5), Board of Directors or Equivalent Authority (as that term is defined at 49 CFR § 673.5), and, if the Small Public Transportation Provider serves an urbanized area with a population of 200,000 or more, the safety committee of the Small Public Transportation Provider established under 49 U.S.C. § 5329(d)(5).

### **CATEGORY 3. TAX LIABILITY AND FELONY CONVICTIONS.**

*If the applicant is a business association (regardless of for-profit, not for-profit, or tax-exempt status), it must make this certification. Federal appropriations acts since at least 2014 have prohibited FTA from using funds to enter into an agreement with any corporation that has unpaid Federal tax liabilities or recent felony convictions without first considering the corporation for debarment. E.g., Further Consolidated Appropriations Act, 2024, Pub. L. 118-47, div. B, tit. VII, §§ 744-745. U.S. DOT Order 4200.6 defines a "corporation" as "any private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association", and applies the restriction to all tiers of subawards. As prescribed by U.S. DOT Order 4200.6, FTA requires each business association applicant to certify as to its tax and felony status.*

If the applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, the applicant certifies that:

- (a) It has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and
- (b) It has not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

**CATEGORY 4. PRIVATE SECTOR PROTECTIONS.**

*If the applicant will apply for funds that it will use to acquire or operate public transportation facilities or equipment, the applicant must make the following certification regarding protections for the private sector.*

**4.1. Charter Service Agreement.**

*To enforce the provisions of 49 U.S.C. § 5323(d), FTA's charter service regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following Charter Service Agreement. 49 CFR § 604.4.*

The applicant agrees that it, and each of its subrecipients, and thirdparty contractors at any level who use FTA-funded vehicles, may provide charter service using equipment or facilities acquired with Federal assistance authorized under the Federal Transit Laws only in compliance with the regulations set out in 49 CFR Part 604, the terms and conditions of which are incorporated herein by reference.

**4.2. School Bus Agreement.**

*To enforce the provisions of 49 U.S.C. § 5323(f), FTA's school bus regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following agreement regarding the provision of school bus services. 49 CFR § 605.15.*

- (a) If the applicant is not authorized by the FTA Administrator under 49 CFR § 605.11 to engage in school bus operations, the applicant agrees and certifies as follows:
  - (1) The applicant and any operator of project equipment agrees that it will not engage in school bus operations in competition with private school bus operators.
  - (2) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Mass Transit Regulations, or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
- (b) If the applicant is authorized or obtains authorization from the FTA Administrator to engage in school bus operations under 49 CFR § 605.11, the applicant agrees as follows:
  - (1) The applicant agrees that neither it nor any operator of project equipment will engage in school bus operations in competition with private school bus operators except as provided herein.
  - (2) The applicant, or any operator of project equipment, agrees to promptly notify the FTA Administrator of any changes in its operations which might jeopardize the continuation of an exemption under § 605.11.

- (3) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Transit Administration regulations or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
- (4) The applicant agrees that the project facilities and equipment shall be used for the provision of mass transportation services within its urban area and that any other use of project facilities and equipment will be incidental to and shall not interfere with the use of such facilities and equipment in mass transportation service to the public.

#### **CATEGORY 5. TRANSIT ASSET MANAGEMENT PLAN.**

*If the applicant owns, operates, or manages capital assets used to provide public transportation, the following certification is required by 49 U.S.C. § 5326(a).*

The applicant certifies that it is in compliance with 49 CFR Part 625.

#### **CATEGORY 6. ROLLING STOCK BUY AMERICA REVIEWS AND BUS TESTING.**

##### **6.1. Rolling Stock Buy America Reviews.**

*If the applicant will apply for an award to acquire rolling stock for use in revenue service, it must make this certification. This certification is required by 49 CFR § 663.7.*

The applicant certifies that it will conduct or cause to be conducted the pre-award and post-delivery audits prescribed by 49 CFR Part 663 and will maintain on file the certifications required by Subparts B, C, and D of 49 CFR Part 663.

##### **6.2. Bus Testing.**

*If the applicant will apply for funds for the purchase or lease of any new bus model, or any bus model with a major change in configuration or components, the applicant must make this certification. This certification is required by 49 CFR § 665.7.*

The applicant certifies that the bus was tested at the Bus Testing Facility established in accordance with 49 U.S.C. § 5318 (currently the Larson Transportation Institute's Bus Research and Testing Center at Pennsylvania State University) and that the bus received a passing test score as required by 49 CFR Part 665. The applicant has received or will receive the appropriate full Bus Testing Report and any applicable partial testing reports before final acceptance of the first vehicle.

**CATEGORY 7. URBANIZED AREA FORMULA GRANTS PROGRAM.**

*If the applicant will apply for an award under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), or any other program or award that is subject to the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310); “flex funds” from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)); projects that will receive an award authorized by the Transportation Infrastructure Finance and Innovation Act (“TIFIA”) (23 U.S.C. §§ 601–609) or State Infrastructure Bank Program (23 U.S.C. § 610) (see 49 U.S.C. § 5323(o)); formula awards or competitive awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(a) and (b)); or low or no emission awards to any area under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(c)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5307(c)(1).*

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out the program of projects (developed pursuant 49 U.S.C. § 5307(b)), including safety and security aspects of the program;
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities;
- (c) Will maintain equipment and facilities in accordance with the applicant’s transit asset management plan;
- (d) Will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a project financed under this section, a fare that is not more than 50 percent of the peak hour fare will be charged for any—
  - (1) Senior;
  - (2) Individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design; and
  - (3) Individual presenting a Medicare card issued to that individual under title II or XVIII of the Social Security Act (42 U.S.C. §§ 401 et seq., and 1395 et seq.);
- (e) In carrying out a procurement under 49 U.S.C. § 5307, will comply with 49 U.S.C. §§ 5323 (general provisions) and 5325 (contract requirements);
- (f) Has complied with 49 U.S.C. § 5307(b) (program of projects requirements);
- (g) Has available and will provide the required amounts as provided by 49 U.S.C. § 5307(d) (cost sharing);
- (h) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning);

- (i) Has a locally developed process to solicit and consider public comment before raising a fare or carrying out a major reduction of transportation;
- (j) Either—
  - (1) Will expend for each fiscal year for public transportation security projects, including increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, providing an emergency telephone line to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned public transportation system, at least 1 percent of the amount the recipient receives for each fiscal year under 49 U.S.C. § 5336; or
  - (2) Has decided that the expenditure for security projects is not necessary;
- (k) In the case of an applicant for an urbanized area with a population of not fewer than 200,000 individuals, as determined by the Bureau of the Census, will submit an annual report listing projects carried out in the preceding fiscal year under 49 U.S.C. § 5307 for associated transit improvements as defined in 49 U.S.C. § 5302; and
- (l) Will comply with 49 U.S.C. § 5329(d) (public transportation agency safety plan).

#### **CATEGORY 8. FORMULA GRANTS FOR RURAL AREAS.**

*If the applicant will apply for funds made available to it under the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), it must make this certification. Paragraph (a) of this certification helps FTA make the determinations required by 49 U.S.C. § 5311(b)(2)(C). Paragraph (b) of this certification is required by 49 U.S.C. § 5311(f)(2). Paragraph (c) of this certification, which applies to funds apportioned for the Appalachian Development Public Transportation Assistance Program, is necessary to enforce the conditions of 49 U.S.C. § 5311(c)(2)(D).*

- (a) The applicant certifies that its State program for public transportation service projects, including agreements with private providers for public transportation service—
  - (1) Provides a fair distribution of amounts in the State, including Indian reservations; and
  - (2) Provides the maximum feasible coordination of public transportation service assisted under 49 U.S.C. § 5311 with transportation service assisted by other Federal sources; and
- (b) If the applicant will in any fiscal year expend less than 15% of the total amount made available to it under 49 U.S.C. § 5311 to carry out a program to develop and support intercity bus transportation, the applicant certifies that it has consulted with affected

intercity bus service providers, and the intercity bus service needs of the State are being met adequately.

- (c) If the applicant will use for a highway project amounts that cannot be used for operating expenses authorized under 49 U.S.C. § 5311(c)(2) (Appalachian Development Public Transportation Assistance Program), the applicant certifies that—
  - (1) It has approved the use in writing only after providing appropriate notice and an opportunity for comment and appeal to affected public transportation providers; and
  - (2) It has determined that otherwise eligible local transit needs are being addressed.

**CATEGORY 9. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS AND THE EXPEDITED PROJECT DELIVERY FOR CAPITAL INVESTMENT GRANTS PILOT PROGRAM.**

*If the applicant will apply for an award under any subsection of the Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), including an award made pursuant to the FAST Act’s Expedited Project Delivery for Capital Investment Grants Pilot Program (Pub. L. 114-94, div. A, title III, § 3005(b)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5309(c)(2) and Pub. L. 114-94, div. A, title III, § 3005(b)(3)(B).*

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
- (c) Will maintain equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan; and
- (d) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning).

**CATEGORY 10. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS.**

*If the applicant is in an urbanized area and will apply for an award under subsection (a) (formula grants), subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.*

*If the applicant is in a rural area and will apply for an award under subsection (a) (formula grants), subsection (b) (bus and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Formula Grants for Rural Areas (49 U.S.C. § 5311). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.*

*Making this certification will incorporate by reference the applicable certifications in Category 7 or Category 8.*

*If the applicant will receive a competitive award under subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) related to zero emissions vehicles or related infrastructure, it must make the following certification. This certification is required by 49 U.S.C. § 5339(d).*

The applicant will use 5 percent of grants related to zero emissions vehicles (as defined in 49 U.S.C. § 5339(c)(1)) or related infrastructure under 49 U.S.C. § 5339(b) or (c) to fund workforce development training as described in section 49 U.S.C. § 5314(b)(2) (including registered apprenticeships and other labor-management training programs) under the recipient's plan to address the impact of the transition to zero emission vehicles on the applicant's current workforce; or the applicant certifies a smaller percentage is necessary to carry out that plan.

#### **CATEGORY 11. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.**

*If the applicant will apply for an award under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310), it must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5310(e)(1). Making this certification will incorporate by reference the certification in Category 7, except that FTA has determined that (d), (f), (i), (j), and (k) of Category 7 do not apply to awards made under 49 U.S.C. § 5310 and will not be enforced.*

*In addition to the certification in Category 7, the applicant must make the following certification that is specific to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This certification is required by 49 U.S.C. § 5310(e)(2).*

The applicant certifies that:

- (a) The projects selected by the applicant are included in a locally developed, coordinated public transit-human services transportation plan;

- (b) The plan described in clause (a) was developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public;
- (c) To the maximum extent feasible, the services funded under 49 U.S.C. § 5310 will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services; and
- (d) If the applicant will allocate funds received under 49 U.S.C. § 5310 to subrecipients, it will do so on a fair and equitable basis.

### **CATEGORY 12. STATE OF GOOD REPAIR GRANTS.**

*If the applicant will apply for an award under FTA’s State of Good Repair Grants Program (49 U.S.C. § 5337), it must make the following certification. Because FTA generally does not review the transit asset management plans of public transportation providers, the asset management certification is necessary to enforce the provisions of 49 U.S.C. § 5337(a)(4). The certification with regard to acquiring restricted rail rolling stock is required by 49 U.S.C. § 5323(u)(4). Note that this certification is not limited to the use of Federal funds.*

The applicant certifies that the projects it will carry out using assistance authorized by the State of Good Repair Grants Program, 49 U.S.C. § 5337, are aligned with the applicant’s most recent transit asset management plan and are identified in the investment and prioritization section of such plan, consistent with the requirements of 49 CFR Part 625.

If the applicant operates a rail fixed guideway service, the applicant certifies that, in the fiscal year for which an award is available to the applicant under the State of Good Repair Grants Program, 49 U.S.C. § 5337, the applicant will not award any contract or subcontract for the procurement of rail rolling stock for use in public transportation with a rail rolling stock manufacturer described in 49 U.S.C. § 5323(u)(1).

### **CATEGORY 13. INFRASTRUCTURE FINANCE PROGRAMS.**

*If the applicant will apply for an award for a project that will include assistance under the Transportation Infrastructure Finance and Innovation Act (“TIFIA”) Program (23 U.S.C. §§ 601–609) or the State Infrastructure Banks (“SIB”) Program (23 U.S.C. § 610), it must make the certifications in Category 7 for the Urbanized Area Formula Grants Program, Category 9 for the Fixed Guideway Capital Investment Grants program, and Category 12 for the State of Good Repair Grants program. These certifications are required by 49 U.S.C. § 5323(o).*

*Making this certification will incorporate the certifications in Categories 7, 9, and 12 by reference.*

**CATEGORY 14. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.**

*If the applicant will apply for an award under FTA's Urbanized Area Formula Grants Program (49 U.S.C. § 5307), Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) programs, the applicant must make the following certification. The applicant must make this certification on its own behalf and on behalf of its subrecipients and contractors. This certification is required by 49 CFR § 655.83.*

The applicant certifies that it, its subrecipients, and its contractors are compliant with FTA's regulation for the Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations, 49 CFR Part 655.

**CATEGORY 15. RAIL SAFETY TRAINING AND OVERSIGHT.**

*If the applicant is a State with at least one rail fixed guideway system, or is a State Safety Oversight Agency, or operates a rail fixed guideway system, it must make the following certification. The elements of this certification are required by 49 CFR §§ 672.31 and 674.39.*

The applicant certifies that the rail fixed guideway public transportation system and the State Safety Oversight Agency for the State are:

- (a) Compliant with the requirements of 49 CFR Part 672, "Public Transportation Safety Certification Training Program"; and
- (b) Compliant with the requirements of 49 CFR Part 674, "State Safety Oversight".

**CATEGORY 16. DEMAND RESPONSIVE SERVICE.**

*If the applicant operates demand responsive service and will apply for an award to purchase a non-rail vehicle that is not accessible within the meaning of 49 CFR Part 37, it must make the following certification. This certification is required by 49 CFR § 37.77.*

The applicant certifies that the service it provides to individuals with disabilities is equivalent to that provided to other persons. A demand responsive system, when viewed in its entirety, is deemed to provide equivalent service if the service available to individuals with disabilities, including individuals who use wheelchairs, is provided in the most integrated setting appropriate to the needs of the individual and is equivalent to the service provided other individuals with respect to the following service characteristics:

- (a) Response time;
- (b) Fares;
- (c) Geographic area of service;
- (d) Hours and days of service;

- (e) Restrictions or priorities based on trip purpose;
- (f) Availability of information and reservation capability; and
- (g) Any constraints on capacity or service availability.

#### **CATEGORY 17. INTEREST AND FINANCING COSTS.**

*If the applicant will pay for interest or other financing costs of a project using assistance awarded under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), the Fixed Guideway Capital Investment Grants Program (49 U.S.C. § 5309), or any program that must comply with the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), “flex funds” from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)), or awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the following certification. This certification is required by 49 U.S.C. §§ 5307(e)(3) and 5309(k)(2)(D).*

The applicant certifies that:

- (a) Its application includes the cost of interest earned and payable on bonds issued by the applicant only to the extent proceeds of the bonds were or will be expended in carrying out the project identified in its application; and
- (b) The applicant has shown or will show reasonable diligence in seeking the most favorable financing terms available to the project at the time of borrowing.

#### **CATEGORY 18. CYBERSECURITY CERTIFICATION FOR RAIL ROLLING STOCK AND OPERATIONS.**

*If the applicant operates a rail fixed guideway public transportation system, it must make this certification. This certification is required by 49 U.S.C. § 5323(v). For information about standards or practices that may apply to a rail fixed guideway public transportation system, visit <https://www.nist.gov/cyberframework> and <https://www.cisa.gov/>.*

The applicant certifies that it has established a process to develop, maintain, and execute a written plan for identifying and reducing cybersecurity risks that complies with the requirements of 49 U.S.C. § 5323(v)(2).

#### **CATEGORY 19. PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS FORMULA AND DISCRETIONARY PROGRAM (TRIBAL TRANSIT PROGRAMS).**

*Before FTA may provide Federal assistance for an Award financed under either the Public Transportation on Indian Reservations Formula or Discretionary Program authorized under 49 U.S.C. § 5311(c)(1), as amended by the FAST Act, (Tribal Transit Programs), the applicant*

*must select the Certifications in this Category, except as FTA determines otherwise in writing. Tribal Transit Program applicants may certify to this Category and Category 1 (Certifications and Assurances Required of Every Applicant) and need not make any other certification, to meet Tribal Transit Program certification requirements. If an applicant will apply for any program in addition to the Tribal Transit Program, additional certifications may be required.*

FTA has established terms and conditions for Tribal Transit Program grants financed with Federal assistance appropriated or made available under 49 U.S.C. § 5311(c)(1). The applicant certifies that:

- (a) It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
- (b) It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
- (c) It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, “Transit Asset Management,” 49 CFR Part 625. Its Award will achieve maximum feasible coordination with transportation service financed by other federal sources.
- (d) With respect to its procurement system:
  - (1) It will have a procurement system that complies with U.S. DOT regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 200, for Awards made on or after December 26, 2014,
  - (2) It will have a procurement system that complies with U.S. DOT regulations, “Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments,” 49 CFR Part 18, specifically former 49 CFR § 18.36, for Awards made before December 26, 2014, or
  - (3) It will inform FTA promptly if its procurement system does not comply with either of those U.S. DOT regulations.
- (e) It will comply with the Certifications, Assurances, and Agreements in:
  - (1) Category 4.1 and 4.2 (Charter Service Agreement and School Bus Agreement),
  - (2) Category 5 (Transit Asset Management Plan),
  - (3) Category 6.1 and 6.2 (Rolling Stock Buy America Reviews and Bus Testing),
  - (4) Category 8 (Formula Grants for Rural Areas),
  - (5) Category 14 (Alcohol and Controlled Substances Testing), and
  - (6) Category 16 (Demand Responsive Service).

**CATEGORY 20. EMERGENCY RELIEF PROGRAM.**

*An applicant to the Public Transportation Emergency Relief Program, 49 U.S.C. § 5324, must make the following certification. The certification is required by 49 U.S.C. § 5324(f) and must be made before the applicant can receive a grant under the Emergency Relief program.*

The applicant certifies that the applicant has insurance required under State law for all structures related to the emergency relief program grant application.

**FEDERAL FISCAL YEAR 2025 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS**

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Paratransit, Inc. The

Applicant certifies to the applicable provisions of all categories: (*check here*)  X .

*Or,*

The Applicant certifies to the applicable provisions of the categories it has selected:

<b>Category</b>	<b>Certification</b>
01 Certifications and Assurances Required of Every Applicant	_____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Private Sector Protections	_____
05 Transit Asset Management Plan	_____
06 Rolling Stock Buy America Reviews and Bus Testing	_____
07 Urbanized Area Formula Grants Program	_____
08 Formula Grants for Rural Areas	_____
09 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
10 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____
11 Enhanced Mobility of Seniors and Individuals with Disabilities Programs	_____

- 12 State of Good Repair Grants \_\_\_\_\_
- 13 Infrastructure Finance Programs \_\_\_\_\_
- 14 Alcohol and Controlled Substances Testing \_\_\_\_\_
- 15 Rail Safety Training and Oversight \_\_\_\_\_
- 16 Demand Responsive Service \_\_\_\_\_
- 17 Interest and Financing Costs \_\_\_\_\_
- 18 Cybersecurity Certification for Rail Rolling Stock and Operations \_\_\_\_\_
- 19 Tribal Transit Programs \_\_\_\_\_
- 20 Emergency Relief Program \_\_\_\_\_

**CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE**

**AFFIRMATION OF APPLICANT**

Name of the Applicant: Tiffani M. Scott

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant’s behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may seek in the future, of federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, “Program Fraud Civil Remedies,” 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature  Date: 8/05/2025

Name **Osman I. Mufti** Authorized Representative of Applicant

**AFFIRMATION OF APPLICANT’S ATTORNEY**

For (Name of Applicant): Paratransit, Inc.

As the undersigned Attorney for the above-named Applicant, I hereby affirm the Applicant has the authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature  Date: **8/5/2025**

Name **Osman I. Mufti** Attorney for Applicant

*Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant’s Attorney pertaining to the Applicant’s legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney’s signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.*

## **Appendix 2**

# **Paratransit, Inc. Policy Statement of Non-Discrimination and Title VI Civil Rights Protections**

## **Paratransit, Inc.**

### **Policy Statement on Non-Discrimination**

**Paratransit Inc. treats its customers with respect, integrity, and loyalty.**

The Board of Directors of Paratransit, Inc., takes this opportunity to express one of its highest priorities in the area of operating federally-funded programs (i.e., employment and training, community services, etc.). This priority is assuring that administration of Paratransit, Inc., and federally-funded programs administered by Paratransit, Inc., operate with the common goal of providing equal opportunity to federally-funded staff and participants.

Paratransit, Inc. operates its programs without regard to race, color, creed, national origin, religion, sex, sexual preference, marital status, age, medical condition, or disability in accordance with Title VI of the Civil Rights Act, California Civil Code section 51(b), or other applicable law. For more information, contact Paratransit, Inc.'s Administrative Office at (916) 429-2009 or email [paratransit@paratransit.org](mailto:paratransit@paratransit.org).

Paratransit, Inc., will take positive measures toward eliminating architectural barriers, artificial barriers and achieving equal opportunity through its continued implementation of its Affirmative Action Program.

Paratransit, Inc., will also take positive measures to accomplish its objectives of the program and to ensure that no person is discriminated against because of sex, age, race, creed, color, handicap, religion, national origin, political affiliation or belief, or heritage.

The Board of Directors specifically prohibits any form of sexual harassment within Paratransit, Inc, or any federally-funded program. Any federally-funded staff member, participant, or applicant to a federally funded program who feels he or she has been discriminated against, should contact Paratransit, Inc.'s, Equal Employment Opportunity Officer/ADA Coordinator by telephone at 429-2009 or in writing at 2501 Florin Rd., Sacramento, California, 95822-0121.

### **Policy Statement on Title VI Civil Rights Protections**

The Civil Rights Act of 1964, Title VI, states that *"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."*

Paratransit, Inc. is committed to complying with the requirements of Title VI in all of its federally funded programs and activities.

## **Filing a Title VI Complaint**

Persons who believe they have been aggrieved by an unlawful discriminatory practice under Title VI may file a complaint with Paratransit, Inc. For information on filing a complaint, contact Paratransit, Inc.'s Administrative Office. Complaints must be in writing and must be filed within 180 days following the date of the alleged discriminatory occurrence.

Email: [paratransit@paratransit.org](mailto:paratransit@paratransit.org)

Phone: (916) 429-2009

Mail: Paratransit, Inc.  
Attention: Civil Rights Coordinator  
2501 Florin Rd., Sacramento, CA 95822-0121

## **Paratransit, Inc.**

### **Declaracion de politica sobre No Discriminacion**

#### **Paratransit Inc, trata sus clientes con respeto, integridad y lealtad.**

La Junta Directiva de Paratransit, Inc., aprovecha esta oportunidad para expresar una de sus mayores prioridades en el area de operar programas financiados por el gobierno Federal (es decir, empleo y formacion, servicios comunitarios, etc.) Esta prioridad asegura que la Adminstracion de Paratansit, Inc., y los programas financiados por el gobierno Federal Administrados por Paratransit, Inc., operan con el objetivo comun de proporcionar igualdad de oportunidades para el personal financiado por el gobierno federal y los participantes.

Paratransit, Inc. opera sus programas sin distincion de raza, color, credo, origen nacional, religion, sexo, preferencia sexual, estado civil, edad, condicion medica o discapacidad de acuerdo con la ley del Title VI de derechos civiles de California Seccion civil 51 (b), u otras leyes aplicables. Para mas informacion, ponerse en contacto con la Oficina Administrativa de Paratransit, Inc., al 916-429-2009 o por email [paratransit@paratransit.org](mailto:paratransit@paratransit.org).

Paratransit, Inc., tomara medidas positivas hacia la eliminacion de barreras arquitectonicas, barreras artificiales y lograr la igualdad de oportunidades a traves de su continua implementacion de su programa de Accion Afirmativa.

Paratransit, Inc. tambien tomara medidas positivas para lograr los objetivos del programa y para asegurar que ninguna persona sea discriminada por sexo, edad, raza, credo, color, discapacidad, religion, origen nacional, afiliacion politica o creencia.

La Junta Directiva especificamente prohíbe cualquier forma de acoso sexual dentro de Paratransit, Inc, o cualquier programa financiado por el gobierno federal. Cualquier miembro del personal financiado por el gobierno federal, participante o solicitante a un programa financiado con fondos federales que se siente que el o ella ha sido discriminada, debe contactar al funcionario/ ADA coordinador de Paratransit, Inc., de Igualdad de Oportunidad de Empleo por telefono al 429-2009 o por escrito a 2501 Florin Rd., Sacramento, California, 95822-4467.

## **Declaracion de Política Sobre Proteccion de los Derechos Civiles de Titulo VI**

La ley de Derechos Civiles de 1964, Titulo VI establece que "Ninguna persona en los Estados Unidos, por razon de raza, color u origen nacional, sea excluida de la participacion en, ser negada los beneficios de, o ser objeto de discriminacion bajo ningun programa o actividad recibiendo asistencia financiera Federal".

Paratransit, Inc. se compromete a cumplir con los requisitos del titulo VI en todas sus actividades y programas financiados por fondos federales.

## **Como presentar una queja del titulo VI**

Las personas que crean que han sido ofendidos por una practica discriminatoria ilegal bajo el titulo VI pueden presentar una queja con Paratransit, Inc. Para obtener informacion sobre como presentar una queja, comuniquese con la Oficina Administrativa de Paratransit, Inc.. Las quejas deben ser por escrito y deben ser presentadas dentro de 180 dias siguientes a la fecha de la presunta ocurrencia discriminatoria.

Email: [paratransit@paratransit.org](mailto:paratransit@paratransit.org)

Telefono: (916) 429-2009

Correo: Paratransit, Inc.

Atencion: Coordinador de Derechos Civiles

2501 Florin Rd.

Sacramento, CA 95822-4467

## **TITLE VI**

Title VI is a section of the Civil Rights Act of 1964 requiring that "No person in the United States shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

If you believe that you have received discriminatory treatment by Paratransit, Inc., on the basis of your race, color or national origin, you have the right to file a complaint with the Paratransit, Inc., Title VI Coordinator. For more information, call 916.429.2009.

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## **TITULO VI**

Título VI es una sección de la ley de derechos civiles de 1964 que requieren que "ninguna persona en los Estados Unidos será por motivos de raza, color u origen nacional, excluida de la participación en, negarán los beneficios de o someterse a discriminar bajo cualquier programa o actividad que reciba asistencia financiera federal."

Si usted cree que ha recibido un trato discriminatorio por Paratransit, Inc., en base a su raza, color u origen nacional, usted tiene el derecho de presentar una queja con el Coordinador de paratransito, Inc., título VI. Para obtener más información, llame al 916-429-2009.

## Paratransit, Inc. 非歧視政策聲明

Paratransit, Inc. 以尊重、誠信和忠誠的態度對待其乘客。Paratransit, Inc. 董事會藉此機會表達其在經營聯邦資助計畫（例如就業和培訓、社區服務等）方面的首要任務之一。這項優先事項是確保 Paratransit, Inc. 及其管理的聯邦資助計畫的管理部門以共同目標運作，即為聯邦資助的員工和參與者提供平等的機會。Paratransit, Inc. 的營運項目不考慮種族、膚色、信仰、國籍、宗教、性別、性取向、婚姻狀況、年齡、醫療狀況或殘疾，並遵守《民權法案》第六章、加州民法典第 51(b) 條或其他適用法律。欲了解更多信息，請聯繫 Paratransit, Inc. 行政辦公室，電話：(916) 429-2009，或發送電子郵件至 [paratransit@paratransit.org](mailto:paratransit@paratransit.org)。Paratransit, Inc. 將採取積極措施，透過繼續實施其平權行動計劃，消除建築障礙、人為障礙並實現平等機會。

Paratransit, Inc. 也將採取積極措施，實現其計畫目標，並確保任何人不會因性別、年齡、種族、信仰、膚色、殘疾、宗教、國籍、政治立場或信仰或傳統而受到歧視。董事會明確禁止 Paratransit, Inc. 或任何聯邦資助計畫內部發生任何形式的性騷擾。任何聯邦資助員工、參與者或聯邦資助計畫申請人如感到自己受到歧視，應聯繫 Paratransit, Inc. 的平等就業機會官員/ADA 協調員，電話：429-2009（TDD：429-2568；傳真：429-2409），或寫信至：Paratransit, Inc. 收件者：民權協調員 郵政信箱 231100，薩克拉門托，加州 95823。關於第六章民權保護的政策聲明 1964 年《民權法案》（第六章）規定：“在美國，任何人不得因種族、膚色或國籍而被排除在任何接受聯邦財政援助的項目或活動中，或被剝奪其應得的利益，或在任何接受聯邦財政援助的項目或活動中受到歧視。” Paratransit, Inc. 要求在其聯邦活動中遵守第六章的所有聯邦活動中要求所有聯邦活動的所有聯邦活動。

提交第六章投訴 任何認為自己受到第六章規定的非法歧視行為侵害的人士，均可向 Paratransit, Inc. 提交投訴。有關提交投訴的信息，請聯繫 Paratransit, Inc. 行政辦公室。投訴必須以書面形式提交，並必須在涉嫌歧視行為發生之日起 180 天內提交。信箱：[paratransit@paratransit.org](mailto:paratransit@paratransit.org) 電話：(916) 429-2009 傳真：(916) 429-2409 郵寄：Paratransit, Inc. 收件者：民權協調員 郵政信箱 231100，薩克拉門托，加州 95823

## Paratransit, Inc. Txoj Cai Hais Txog Kev Tsis Sib Haum Xeeb

Paratransit Inc. kho nws cov neeg siv khoom nrog kev hwm, kev ncaj ncees, thiab kev ncaj ncees. Pawg Thawj Coj ntawm Paratransit, Inc., siv lub sijhawm no los qhia txog ib qho ntawm nws qhov tseem ceeb tshaj plaws hauv cheeb tsam ntawm kev ua haujlwm ntawm tsoomfwv cov nyiaj pab kev kawm (piv txwv li, kev ua haujlwm thiab kev cob qhia, kev pabcuam hauv zej zog, thiab lwm yam). Qhov tseem ceeb no yog ua kom ntseeg tau tias kev tswj hwm ntawm Paratransit, Inc., thiab tsoomfwv cov kev pabcuam nyiaj txiag tswj hwm los ntawm Paratransit, Inc., ua haujlwm nrog lub hom phiaj ntawm kev muab sijhawm sib npaug rau tsoomfwv cov neeg ua haujlwm thiab cov neeg koom nrog. Paratransit, Inc. ua haujlwm nws cov haujlwm yam tsis xav txog haiv neeg, xim, kev ntseeg, keeb kwm ntawm lub tebchaws, kev ntseeg, poj niam txiv neej, nyiam poj niam txiv neej, kev txij nkawm, hnuv nyoog, kev mob nkeeg, lossis kev tsis taus raws li Title VI ntawm Txoj Cai Civil Rights Act, California Civil Code section 51(b), lossis lwm txoj cai siv. Yog xav paub ntxiv, hu rau Paratransit, Inc.'s Administration Office ntawm (916) 429-2009 lossis email [paratransit@paratransit.org](mailto:paratransit@paratransit.org). Paratransit, Inc., yuav siv cov kev ntsuas zoo rau kev tshem tawm cov teeb meem kev tsim vaj tsev, cov teeb meem kev dag ntxias thiab ua kom muaj kev sib txig sib luag los ntawm nws txoj kev txuas ntxiv ntawm nws qhov Kev Pom Zoo Ua Haujlwm.

Paratransit, Inc., tseem yuav siv cov kev ntsuas zoo los ua kom tiav nws lub hom phiaj ntawm txoj haujlwm thiab xyuas kom tsis muaj ib tus neeg raug kev ntxub ntxaug vim yog poj niam txiv neej, hnuv nyoog, haiv neeg, kev ntseeg, xim, kev tsis taus, kev ntseeg, keeb kwm ntawm lub teb chaws, kev koom nrog kev nom kev tswv lossis kev ntseeg, lossis cuab yeej cuab tam. Pawg Thawj Coj tshwj xeeb txwv tsis pub muaj kev thab plaub txog kev sib deev hauv Paratransit, Inc, lossis ib qho kev pab cuam nyiaj txiag los ntawm tsoomfwv. Txhua tus neeg ua haujlwm tau txais nyiaj los ntawm tsoomfwv, tus neeg koom nrog, lossis tus neeg thov rau tsoomfwv qhov kev pabcuam nyiaj txiag uas xav tias nws tau raug kev ntxub ntxaug, yuav tsum hu rau Paratransit, Inc.'s, Equal Employment Opportunity Officer/ADA Coordinator hauv xov tooj ntawm 429-2009 (TDD 429-2429) los yog sau ntawv ntawm 249-2009; P.O. Box 231100, Sacramento, California, 95823-0401. Txoj Cai Tshaj Tawm ntawm Title VI Civil Rights Protections Txoj Cai Civil Rights Act of 1964, Title VI, tau hais tias "Tsis muaj ib tus neeg hauv Tebchaws Meskas yuav tsum, vim haiv neeg, xim, lossis lub tebchaws tuaj, raug cais tawm ntawm kev koom nrog, raug tsis lees paub cov txiaj ntsig ntawm, lossis raug kev ntxub ntxaug raws li ib qho haujlwm lossis kev ua haujlwm uas tau txais tsoomfwv nyiaj txiag pabcuam." Paratransit, Inc. tau cog lus tias yuav ua raws li cov cai ntawm Title VI nyob rau hauv tag nrho nws cov kev pab cuam thiab cov dej num ntawm tsoom fwv.

Kev Ua Ntawv Tsis Txaus Siab Title VI Cov Neeg Uas Tsis Txaus Siab uas ntseeg tias lawv tau ua txhaum los ntawm kev ntxub ntxaug tsis raug cai raws li Title VI tuaj yeem ua ntawv tsis txaus siab rau Paratransit, Inc. Yog xav paub txog kev foob, hu rau Paratransit, Inc.'s Administration Office. Cov lus tsis txaus siab yuav tsum sau ua ntawv thiab yuav tsum tau xa hauv 180 hnuv tom qab hnuv uas muaj kev ntxub ntxaug tshwm sim. Email: [paratransit@paratransit.org](mailto:paratransit@paratransit.org) Xov tooj: (916) 429-2009 Fax: (916) 429-2409 Mail: Paratransit, Inc. Attention: Civil Rights Coordinator P.O. Box 231100 Sacramento, CA 95823

## Заявление о политике компании Paratransit, Inc. о недискриминации

Компания Paratransit, Inc. относится к своим клиентам с уважением, честностью и лояльностью. Совет директоров компании Paratransit, Inc. пользуется этой возможностью, чтобы обозначить один из своих важнейших приоритетов в области реализации программ, финансируемых из федерального бюджета (например, трудоустройство и обучение, общественные услуги и т. д.). Этот приоритет заключается в обеспечении того, чтобы администрация Paratransit, Inc. и финансируемые из федерального бюджета программы, администрируемые Paratransit, Inc., действовали с общей целью — предоставлением равных возможностей сотрудникам и участникам программ, финансируемых из федерального бюджета. Paratransit, Inc. осуществляет свои программы независимо от расы, цвета кожи, вероисповедания, национального происхождения, религии, пола, сексуальной ориентации, семейного положения, возраста, состояния здоровья или инвалидности в соответствии с Разделом VI Закона о гражданских правах, разделом 51(b) Гражданского кодекса Калифорнии и другими применимыми законами. Для получения дополнительной информации обратитесь в административный офис компании Paratransit, Inc. по телефону (916) 429-2009 или по электронной почте [paratransit@paratransit.org](mailto:paratransit@paratransit.org). Компания Paratransit, Inc. примет активные меры по устранению архитектурных и искусственных барьеров и достижению равных возможностей посредством дальнейшей реализации Программы позитивных действий.

Компания Paratransit, Inc. также примет позитивные меры для достижения целей программы и обеспечения отсутствия дискриминации по признаку пола, возраста, расы, вероисповедания, цвета кожи, инвалидности, религии, национального происхождения, политических взглядов или убеждений, а также происхождения. Совет директоров прямо запрещает любые формы сексуальных домогательств в Paratransit, Inc. или любой другой программе, финансируемой из федерального бюджета. Любой сотрудник, участник или кандидат на участие в программе, финансируемой из федерального бюджета, считающий, что подвергся дискриминации, должен связаться с сотрудником по вопросам равных возможностей трудоустройства/координатором по вопросам ADA компании Paratransit, Inc. по телефону 429-2009 (TDD 429-2568; факс 429-2409) или направить письменное уведомление по адресу: а/я 231100, Сакраменто, Калифорния, 95823-0401. Заявление о политике в отношении защиты гражданских прав в соответствии с Разделом VI. Закон о гражданских правах 1964 года, Раздел VI, гласит: «Ни одно лицо в Соединенных Штатах не может быть исключено из участия, лишено льгот или подвергнуто дискриминации по признаку расы, цвета кожи или национального происхождения в рамках любой программы или деятельности, получающей федеральную финансовую помощь». Paratransit, Inc. обязуется соблюдать требования Раздела VI во всех своих программах и мероприятиях, финансируемых из федерального бюджета.

Подача жалобы в соответствии с Разделом VI. Лица, считающие, что их права были ущемлены незаконной дискриминационной практикой, предусмотренной Разделом VI, могут подать жалобу в компанию Paratransit, Inc. За информацией о подаче жалобы обращайтесь в административный офис Paratransit, Inc. Жалобы должны быть поданы в письменной форме в течение 180 дней с даты предполагаемого случая дискриминации. Электронная почта: [paratransit@paratransit.org](mailto:paratransit@paratransit.org)

Телефон: (916) 429-2009 Факс: (916) 429-2409 Почта: Paratransit, Inc. Вниманию: Координатора по гражданским правам, а/я 231100, Сакраменто, Калифорния, 95823

## Tuyên bố Chính sách của Paratransit, Inc. về Không Phân biệt Đối xử

Paratransit Inc. đối xử với khách hàng bằng sự tôn trọng, chính trực và lòng trung thành. Hội đồng Quản trị của Paratransit, Inc., nhân cơ hội này, xin bày tỏ một trong những ưu tiên hàng đầu của mình trong lĩnh vực vận hành các chương trình do liên bang tài trợ (ví dụ: việc làm và đào tạo, dịch vụ cộng đồng, v.v.). Ưu tiên này là đảm bảo rằng việc quản lý Paratransit, Inc. và các chương trình do liên bang tài trợ do Paratransit, Inc. quản lý, hoạt động với mục tiêu chung là mang lại cơ hội bình đẳng cho nhân viên và người tham gia do liên bang tài trợ. Paratransit, Inc. vận hành các chương trình của mình mà không phân biệt chủng tộc, màu da, tín ngưỡng, quốc tịch, tôn giáo, giới tính, khuynh hướng tình dục, tình trạng hôn nhân, tuổi tác, tình trạng sức khỏe hoặc khuyết tật theo Điều VI của Đạo luật Dân quyền, Điều 51(b) của Bộ luật Dân sự California, hoặc luật hiện hành khác. Để biết thêm thông tin, vui lòng liên hệ Văn phòng Hành chính của Paratransit, Inc. theo số (916) 429-2009 hoặc email [paratransit@paratransit.org](mailto:paratransit@paratransit.org). Paratransit, Inc. sẽ thực hiện các biện pháp tích cực nhằm xóa bỏ rào cản về kiến trúc, rào cản nhân tạo và đạt được cơ hội bình đẳng thông qua việc tiếp tục thực hiện Chương trình Hành động Khẳng định.

Paratransit, Inc. cũng sẽ thực hiện các biện pháp tích cực để đạt được các mục tiêu của chương trình và đảm bảo không ai bị phân biệt đối xử vì giới tính, tuổi tác, chủng tộc, tín ngưỡng, màu da, khuyết tật, tôn giáo, nguồn gốc quốc gia, khuynh hướng chính trị hoặc niềm tin, hoặc di sản. Hội đồng Quản trị đặc biệt nghiêm cấm mọi hình thức quấy rối tình dục trong Paratransit, Inc., hoặc bất kỳ chương trình nào do liên bang tài trợ. Bất kỳ nhân viên, người tham gia hoặc người nộp đơn nào do liên bang tài trợ cho một chương trình do liên bang tài trợ, nếu cảm thấy mình bị phân biệt đối xử, nên liên hệ với Cán bộ Cơ hội Việc làm Bình đẳng/Điều phối viên ADA của Paratransit, Inc. qua điện thoại theo số 429-2009 (TDD 429-2568; FAX 429-2409) hoặc gửi văn bản đến địa chỉ P.O. Box 231100, Sacramento, California, 95823-0401. Tuyên bố Chính sách về Quyền công dân theo Quy định VI Đạo luật Quyền công dân năm 1964, Quy định VI, nêu rõ rằng "Không một cá nhân nào tại Hoa Kỳ, vì lý do chủng tộc, màu da hoặc nguồn gốc quốc gia, bị loại khỏi việc tham gia, bị từ chối các lợi ích hoặc bị phân biệt đối xử trong bất kỳ chương trình hoặc hoạt động nào nhận hỗ trợ tài chính của Liên bang." Paratransit, Inc. cam kết tuân thủ các yêu cầu của Quy định VI trong tất cả các chương trình và hoạt động do liên bang tài trợ.

Nộp đơn Khiếu nại theo Điều VI: Những người tin rằng mình bị thiệt hại do hành vi phân biệt đối xử bất hợp pháp theo Điều VI có thể nộp đơn khiếu nại lên Paratransit, Inc. Để biết thông tin về việc nộp đơn khiếu nại, vui lòng liên hệ Văn phòng Hành chính của Paratransit, Inc. Khiếu nại phải được lập thành văn bản và phải được nộp trong vòng 180 ngày kể từ ngày xảy ra hành vi phân biệt đối xử bị cáo buộc. Email: [paratransit@paratransit.org](mailto:paratransit@paratransit.org) Điện thoại: (916) 429-2009 Fax: (916) 429-2409 Thư: Paratransit, Inc. Gửi: Điều phối viên Dân quyền P.O. Box 231100 Sacramento, CA 95823

## **Appendix 3**

# **Paratransit, Inc. Implementation Procedure for Policy on Nondiscrimination and Title VI Civil Rights Protection**

**Paratransit, Inc.  
Implementation Procedure for Policy on Nondiscrimination  
and Title VI Civil Rights Protection**

Page | 1

**1.0 Policy**

The Board of Directors of Paratransit, Inc., takes this opportunity to express one of its highest priorities in the area of operating federally-funded programs (i.e., employment and training, community services, etc.). This priority is assuring that administration of Paratransit, Inc., and federally-funded programs administered by Paratransit, Inc., operate with the common goal of providing equal opportunity to federally-funded staff and participants.

Paratransit, Inc., will take positive measures toward eliminating architectural barriers and achieving equal opportunity through its continued implementation of its Affirmative Action Program. Paratransit, Inc., will also take positive measures to accomplish its objectives of the program and to ensure that no person is discriminated against because of sex, age, race, creed, color, handicap, religion, national origin, sexual orientation, political affiliation or belief, or heritage, per the Civil Rights Act of 1964 (as outlined in Title VI of the Act). The Board of Directors also specifically prohibits any form of sexual harassment within Paratransit, Inc., or any federally-funded program.

**2.0 Applicability**

This policy applies to any staff member of, participant in, or applicant to any federally-funded program operated or administered by Paratransit, Inc.

**2.1** The Paratransit, Inc., Civil Rights Coordinator is designated to coordinate and investigate allegations of noncompliance with the Policy on Nondiscrimination and Title VI Civil Rights Protections.

**2.2** Information regarding this policy may be obtained from the Civil Rights Coordinator via telephone: Voice: (916) 429-2009 Ext. 302; TDD: 429-2568; FAX: 429-2409.

**Paratransit, Inc.  
Implementation Procedure for Policy on Nondiscrimination  
and Title VI Civil Rights Protection**

Page | 2

**3.0 Grievance Procedure**

**3.1** Allegations of noncompliance with this policy shall be signed by the applicable person and mailed to the address below within 180 days of the date of the alleged discrimination. The written allegation must contain the following information:

- Your name, address, and how to contact you (i.e. phone number, email address, etc)
- How, when, where, and why you believe you were discriminated against. Include the location, names, and contact information of any witnesses.

This information should provide sufficient detail to help the designated investigator find a prompt and equitable resolution, and, if applicable, the specific remedy sought by the grievant.

The complaint may be filed through several methods:

In writing: Paratransit, Inc.  
Civil Rights Coordinator  
P.O. Box 231100  
Sacramento, California 95823-0401

Download and Complete a Printable Form: Online at [www.paratransit.org](http://www.paratransit.org) as a PDF document.

Email: [paratransit@paratransit.org](mailto:paratransit@paratransit.org)  
By Phone: (916) 429-2009  
By Fax: (916) 429-2409  
By TTD: (916) 429-2568

**Complaint Assistance:** Paratransit staff will assist in writing a complaint if the complainant is unable to do so.

Complainants may also file a Title VI complaint with an external entity such as the FTA, other federal or state agency, or a federal or state court. However, should a complaint be filed with the City and an external entity simultaneously, the external complaint will supersede the City's complaint

**Paratransit, Inc.  
Implementation Procedure for Policy on Nondiscrimination  
and Title VI Civil Rights Protection**

Page | 3

and the City's complaint procedures will be suspended pending the external entity's findings.

The complainant also will be advised of his/her right to appeal the response to federal and state authorities as appropriate. The City will use its best efforts to respond to a Title VI complaint within sixty (60) working days of its receipt of such a complaint, unless a complaint is filed with the City and an external entity simultaneously as noted previously.

In addition to the complaint process at the City, a complainant may file a Title VI complaint with the:

U.S. Department of Transportation  
Federal Transit Administration  
Office of Civil Rights, Region IX  
201 Mission Street, Suite 1650  
San Francisco, California 94105-1839.

**3.2** The following definitions control the timelines of this grievance procedure:

**3.2.1** The day of receipt by Paratransit, Inc., of the allegation shall be the File Date of the allegation.

**3.2.2** A business day is a day when the Paratransit, Inc., administrative office is open, which is between 8:00 a.m. and 5:00 p.m. Monday through Friday, excluding holidays.

**3.3** If the allegation details are sufficient, the allegation shall be immediately investigated and a response shall be mailed to the grievant within thirty (30) business days after the File Date.

**3.4** If the allegation details are insufficient, the grievant shall be notified in writing within fifteen (15) business days after the File Date of the specific additional information needed to make it complete.

**3.4.1** If the grievant fails to provide the additional needed information within thirty (30) business days after the File Date, the grievance shall be closed.

**Paratransit, Inc.  
Implementation Procedure for Policy on Nondiscrimination  
and Title VI Civil Rights Protection**

Page | 4

**3.4.2** If the grievant provides the additional information needed to complete the allegation, it shall be immediately investigated and a response shall be mailed to the grievant no later than sixty (60) business days after the File Date.

**3.5** All written responses to allegations of discrimination shall undergo review by Paratransit, Inc., legal staff before being mailed to any grievant. Disciplinary actions administered to employees of Paratransit, Inc., resulting from this grievance procedure will not be divulged.

**4.0 Notice**

The Paratransit, Inc., Policy on Nondiscrimination and Title VI Civil Rights Protections shall be published in the Paratransit, Inc., ***Policies Related to Individual Users of Paratransit's Service*** as it may be amended from time to time. The Collective Bargaining Agreement Between Paratransit, Inc., and the Drivers' union contain a similar nondiscrimination policy applicable to both parties. This implementation procedure shall be provided upon request, in accessible formats as necessary, to applicable persons and other interested persons.

Attachment: Title VI Complaint Form

## **Paratransit, Inc.**

### **Procedimiento de aplicacion para la politica de no Discriminacion y el Titulo VI de Proteccion de los Derechos Civiles**

#### **1.0 Politica**

La Junta Directiva de Paratransit, Inc., aprovecha esta oportunidad para expresar una de sus mayores prioridades en el area del funcionamiento de programas financiados por el gobierno federal (es decir, empleo y formacion, servicios comunitarios, etc.) Esta prioridad esta asegurando que la Administracion de Paratransit, Inc., y los programas de fondos federales administrados por Paratransit, Inc., operen con el objetivo comun de proporcionar igualdad de oportunidad con fondos federales al personal y a los participantes.

Paratransit, Inc., tomara medida positiva hacia la eliminacion de barreras arquitectonicas y lograr la igualdad de oportunidad a traves de su continuo procedimiento de su programa de accion afirmativa. Paratransit Inc. tambien tomara medidas positivas para lograr sus objetivos de el programa y para asegurar que ninguna persona sea discriminada por sexo, edad, raza, credo, color, discapacidad, religion, origen nacional, orientacion sexual, afiliacion politica o creencia o herencia, por la ley de derechos civiles de 1964 (como se indica en el titulo VI del Acto). La Junta Directiva tambien especificamente prohíbe cualquier forma de acoso sexual dentro de Paratransit, Inc., o cualquier programa financiado por el gobierno federal.

#### **2.0 Aplicabilidad**

Esta politica aplica a cualquier miembro del personal, participante en, o aspirante a cualquier programa financiado por el gobierno federal operado o administrado por Paratransit, Inc.

**2.1** El Coordinador de los Derechos Civiles de Paratransit, Inc., esta designado para coordinar e investigar acusaciones de incumplimiento de la Politica de No Discriminacion y en el Titulo VI Proteccion de los Derechos Civiles.

**2.2** Informacion acerca de esta politica puede obtenerse con el Coordinador de los Derechos Civiles via telefono: Voz: (916) 429-2009 ext. 7302; TDD: 429-2568; FAX: 429-2409

## **Paratransit, Inc.**

# **Procedimiento de Aplicacion para la Politica de No Discriminacion y el Titulo VI de Proteccion de los Derechos Civiles**

### **3.0 Procedimiento de Quejas**

**3.1** Las denuncias de incumplimiento con esta política deberán ser firmadas por la persona aplicable y enviado por correo a la direccion siguiente dentro de 180 dias de la fecha de la supuesta discriminacion. La denuncia escrita debe contener la siguiente informacion:

- Su nombre, direccion y informacion de como contactarlo (por ejemplo numero de telefono, direccion de correo electronico, etc.)
- Como, cuando, donde y porque crees que fuiste discriminado. Incluye la localizacion, nombres e informacion de contacto de testigos.

Esta informacion debe proporcionar suficiente detalle para ayudar a que el investigador designado encuentre una resolucion pronta y equitativa y, si aplica, el remedio específico solicitado por el demandante.

La queja puede ser presentada a traves de varios metodos:

Por escrito:                      Paratransit, Inc  
  Coordinador de Derechos Civiles  
  P.O. Box 231100  
  Sacramento, California 95823-0401

Descargar y Completar un Formulario Imprimible: En linea en [www.paratransit.org](http://www.paratransit.org) en formato PDF.

Por email:                      [paratransit@paratransit.org](mailto:paratransit@paratransit.org)  
Por Telefono:                    (916) 429-2009  
Por Fax:                         (916) 429-2409  
Por TTD:                        (916) 429-2568

**Asistencia de Quejas:** Personal de Paratransit le asistira a escribir una queja si la demandante no es capaz de hacerlo.

Demandantes tambien pueden presentar una queja de Titulo VI con una entidad externa como el FTA, otra agencia federal o estatal o corte federal o del estado. Sin embargo, si una denuncia es presentada con la Ciudad y una entidad externa al mismo tiempo, la demanda externa sustituirá a denuncia de la Ciudad.

## **Paratransit, Inc.**

### **Procedimiento de aplicacion para la politica de No discriminacion y el Titulo VI de Proteccion de los Derechos Civiles**

y la Ciudad suspenderan los procedimientos de queja pendiente de los resultados de la entidad externa.

El demandante tambien sera informado de su derecho de apelar la peticion a las autoridades federal y estatal segun corresponda. La Ciudad utilizara sus mejores esfuerzos para responder a una queja del titulo VI dentro de sesenta (60) dias habiles aver recibido tal queja, a menos que una queja sea archivada con la ciudad y una entidad externa al mismo tiempo como se indico anteriormente.

Ademas ala queja procesada en la Ciudad, el demandante puede presentar una queja del Titulo VI con el:

Departamento de Transporte de los Estados Unidos  
Administracion Federal de Transito  
Oficina de Derecho Civil, Region IX  
201 Mission Street, Suite 1650  
San Francisco, California 94105-1839.

**3.2** Las siguientes definiciones controla los plazos de procedimiento de quejas:

**3.2.1** El dia de recibido la denuncia por parte de Paratransito, Inc., sera la fecha de archivo de la denuncia.

**3.2.2** Un dia laboral es un día cuando la oficina administrative de Paratransit Inc. esta abierto, que es entre 8:00 a.m. y 5:00 a.m. Lunes al Viernes, excepto dias festivos.

**3.3** Si los detalles de la acusacion son suficientes, inmediatamente se investigara la denuncia y una respuesta se le enviara a la demandante dentro de los treinta (30) dias despues de la Fecha archivada.

**3.4** Si los detalles de la acusacion son insuficientes, el demandante debera ser notificado por escrito dentro de quince (15) dias habiles después de la fecha del archivo con la informacion adicional específica que necesitamos para completar el proceso.

## **Paratransit, Inc.**

### **Procedimiento de aplicacion para la politica de No discriminacion y el Titulo VI de Proteccion de los Derechos Civiles**

**3.4.1** Si el demandante no proporciona la informacion adicional necesaria dentro de los treinta (30) dias despues de la fecha de archivo, la queja sera cerrada.

**3.4.2** Si el demandante proporciona la informacion adicional necesaria para completar la denuncia, debera ser investigado inmediatamente y una respuesta se le enviara al demandante no mas tardar de sesenta (60) dias habiles despues de la fecha del archivo.

**3.5** Todas las respuestas por escrito a las alegaciones de discriminacion se sometera a revision por el personal legal de Paratransit, Inc., antes de ser enviados a cualquier demandante. Las acciones disciplinarias administradas a los empleados de Paratransit, Inc., resultantes de este procedimientos de queja no seran reveladas.

#### **4.0 Aviso**

La politica de Paratransit, Inc., de No discriminacion y Titulo VI Protecciones de Derechos Civiles se publicaran en el Paratransit, Inc., ***Polizas Relacionadas al Servicio de los Usuarios de Paratransit*** y puede ser modificado de vez en cuando. El Acuerdo de Negociacion Colectiva entre Paratransit, Inc., y la Union de los Conductores contiene una implementacion similar de polica de no discriminacion aplicable a ambas partes. Este procedimiento de aplicacion debe ser proporcionada de acuerdo a la peticion, en formatos accesibles segun sea necesario, a las personas correspondientes y otras personas interesadas.

Adjunto: Titulo VI Forma de Denuncia

## Paratransit, Inc. 非歧視與第六章民權保護政策執程序

### 申訴程序

對不遵守本政策的指控應由相關人員簽署，並在涉嫌歧視之日起 180 天內郵寄至以下地址。書面指控必須包含以下資訊：您的姓名、地址以及聯絡資訊（例如電話號碼、電子郵件地址等）；您認為自己受到歧視的方式、時間、地點和原因。請提供所有證人的地點、姓名和聯絡資訊。這些資訊應提供足夠的細節，以幫助指定調查員找到迅速、公平的解決方案，並在適用的情況下，提供申訴人尋求的具體補救措施。

投訴可以透過多種方式提出：書面形式：Paratransit, Inc. 民權協調員 P.O.郵政信箱 231100 薩克拉門托，加州 95823-0401 下載並填寫可列印表格：訪問 [www.pاراتransit.org](http://www.paratransit.org) 在線獲取 PDF 文件。信箱：[paratransit@paratransit.org](mailto:paratransit@paratransit.org) 電話：(916) 429-2009 傳真：(916) 429-2409 終端電話：(916) 429-2568

投訴協助：如果投訴人無法撰寫投訴，輔助客運系統 (Paratransit) 工作人員將協助其撰寫投訴。投訴人也可以向外部機構（例如聯邦交通管理局 (FTA)、其他聯邦或州機構，或聯邦或州法院）提交第六章 (Title VI) 投訴。但是，如果同時向市政府和外部機構提交投訴，則外部投訴將取代市政府的投訴，並且市政府的投訴程序將暫停，等待外部機構的調查結果。投訴人還將被告知其有權根據情況向聯邦和州當局就該回覆提出上訴。除非投訴如前所述同時向市政府和外部機構提交，否則市政府將盡最大努力在收到第六章投訴後六十 (60) 個工作天內回應。除市政府的投訴程序外，投訴人還可以向以下機構提交第六章投訴：美國交通部 聯邦運輸管理局 民權辦公室

以下定義控制著本申訴程序的時間安排：Paratransit, Inc. 收到指控的日期應為指控的提交日期。

工作日是指 Paratransit, Inc. 行政辦公室開放的日期，即週一至週五上午 8:00 至下午 5:00，假日除外。

如果指控細節充分，應立即調查指控，並在提交日期後三十 (30) 個工作天內將答覆郵寄給申訴人。若指控細節不足，應在提交日期後十五 (15) 個工作天內以書面形式通知申訴人，告知其補充完善指控所需的具體資訊。

如果申訴人未能在提交日期後三十 (30) 個工作天內提供補充信息，則申訴將被結案。如果申訴人提供了補充信息，則應立即展開調查，並在提交日期後六十 (60) 個工作天內將答覆郵寄給申訴人。

所有對歧視指控的書面答覆在郵寄給任何申訴人之前，均須經過 Paratransit, Inc. 法務人員的審核。Paratransit, Inc. 員工因本申訴程序而受到的紀律處分將不予揭露。

Paratransit, Inc. 的非歧視政策和第六章民權保護政策應在 Paratransit, Inc. 的 Paratransit 服務個人用戶相關政策中公佈，並可能不時修訂。Paratransit, Inc. 與司機工會之間的集體談判協議包含適用

於雙方的類似非歧視政策。本實施程序應根據相關人員和其他相關人士的請求，以可存取的格式提供。

Paratransit, Inc. Cov txheej txheem ua raws li txoj cai ntawm kev tsis muaj kev ntxub ntxaug thiab Title VI  
Civil Rights Protection

Cov txheej txheem tsis txaus siab

Cov lus iab liam tias tsis ua raws li txoj cai no yuav tsum tau kos npe los ntawm tus neeg siv thiab xa mus rau qhov chaw nyob hauv qab no tsis pub dhau 180 hnuv txij li hnuv raug liam tias muaj kev ntxub ntxaug. Daim ntawv foob yuav tsum muaj cov ntaub ntawv hauv qab no: . Koj lub npe, chaw nyob, thiab yuav tiv tauj koj li cas (xws li xov tooj, email chaw nyob, thiab lwm yam) Yuav ua li cas, thaum twg, qhov twg, thiab vim li cas koj ntseeg tias koj raug kev ntxub ntxaug. suav nrog qhov chaw, npe, thiab cov ntaub ntawv tiv tauj ntawm ib tus neeg tim khawv. Cov ntaub ntawv no yuav tsum muaj cov ncauj lus kom ntxaws txaus los pab tus neeg tshawb nrhiav nrhiav kev daws teeb meem sai thiab ncaj ncees, thiab, yog tias tsim nyog, cov kev kho tshwj xeeb nrhiav los ntawm tus neeg tsis txaus siab.

Qhov kev tsis txaus siab yuav raug foob los ntawm ntau txoj hauv kev: Sau ntawv: Paratransit, Inc. Civil Rights Coordinator P.O. Box 231100 Sacramento, California 95823-0401 Rub tawm thiab ua kom tiav Daim Ntawv Sau Npe: Online ntawm [www.paratransit.org](http://www.paratransit.org) ua ib daim ntawv PDF. Email: [paratransit@paratransit.org](mailto:paratransit@paratransit.org) Xov tooj: (916) 429-2009 Fax: (916) 429-2409 Los ntawm TTD: (916) 429-2568

Kev Pab Tsis Txaus Siab: Cov neeg ua haujlwm Paratransit yuav pab sau ntawv tsis txaus siab yog tias tus neeg tsis txaus siab ua tsis tau. Cov neeg tsis txaus siab kuj tuaj yeem xa daim ntawv tsis txaus siab Title VI nrog rau lwm lub koom haum xws li FTA, lwm lub koomhaum tseemfww lossis lub xeev, lossis tsoomfww lossis lub tsev hais plaub. Txawm li cas los xij, yog tias qhov kev tsis txaus siab raug xa mus rau Lub Nroog thiab ib lub koom haum sab nraud ib txhij, qhov kev tsis txaus siab sab nraud yuav hloov pauv lub nroog qhov kev tsis txaus siab thiab Lub Nroog cov txheej txheem kev tsis txaus siab yuav raug ncau vim qhov kev tshawb pom sab nraud. Tus neeg tsis txaus siab kuj yuav raug qhia txog nws txoj cai thov rov hais dua cov lus teb rau tsoomfww thiab lub xeev cov cai raws li qhov tsim nyog. Lub Nroog yuav siv nws txoj kev siv zog zoo tshaj plaws los teb cov lus tsis txaus siab Title VI hauv rau caum (60) hnuv ua haujlwm ntawm nws tau txais cov lus tsis txaus siab no, tshwj tsis yog tias muaj kev tsis txaus siab rau Lub Nroog thiab ib lub koom haum sab nraud ib txhij raws li tau sau tseg yav dhau los. Ntxiv rau cov txheej txheem tsis txaus siab ntawm Lub Nroog, tus neeg tsis txaus siab tuaj yeem xa daim ntawv tsis txaus siab Title VI nrog rau: U.S. Department of Transportation Federal Transit Administration Office of Civil Rights

Cov ntsiab lus hauv qab no tswj lub sijhawm ntawm cov txheej txheem tsis txaus siab no: Hnuv uas tau txais los ntawm Paratransit, Inc., ntawm qhov kev iab liam yuav yog Hnuv Caiv ntawm qhov kev iab liam.

Ib hnuv ua lag luam yog ib hnuv thaum Paratransit, Inc., chaw ua haujlwm qhib, uas yog thaum 8:00 teev sawv ntxov txog 5:00 teev tsaus ntuj. Monday txog Friday, tsis suav cov hnuv so.

Yog tias cov ntsiab lus sib liam txaus, qhov kev iab liam yuav raug tshawb xyuas tam sim ntawd thiab cov lus teb yuav raug xa mus rau tus neeg tsis txaus siab tsis pub dhau peb caug (30) hnuv ua haujlwm tom qab Hnuv Ua Haujlwm.

Yog tias cov ntsiab lus sib liam tsis txaus, tus neeg tsis txaus siab yuav tsum tau sau ntawv ceeb toom ua ntej kaum tsib (15) hnuv ua haujlwm tom qab Hnuv Ua Haujlwm ntawm cov ntaub ntawv tshwj xeeb uas xav tau los ua kom tiav.

Yog tias tus neeg tsis txaus siab tsis muab cov ntaub ntawv xav tau ntxiv hauv peb caug (30) hnuab ua haujlwm tom qab Hnuab Ua Haujlwm, qhov kev tsis txaus siab yuav raug kaw. Yog tias tus neeg tsis txaus siab muab cov ntaub ntawv ntxiv uas xav tau los ua kom tiav qhov kev iab liam, nws yuav tsum raug tshawb xyuas tam sim ntawd thiab yuav tsum xa cov lus teb rau tus neeg tsis txaus siab tsis pub dhau rau caum (60) hnuab ua haujlwm tom qab Hnuab Ua Haujlwm.

Tag nrho cov lus teb rau cov lus iab liam ntawm kev ntxub ntxaug yuav tsum raug tshuaj xyuas los ntawm Paratransit, Inc., cov neeg ua haujlwm raug cai ua ntej xa mus rau ib tus neeg tsis txaus siab. Kev qhuab ntuas tswj hwm rau cov neeg ua haujlwm ntawm Paratransit, Inc., uas tshwm sim los ntawm cov txheej txheem tsis txaus siab no yuav tsis raug qhia tawm.

Paratransit, Inc., Txoj Cai ntawm Kev Tsis Sib Haum Xeeb thiab Title VI Civil Rights Protections yuav tsum tau tshaj tawm nyob rau hauv Paratransit, Inc., Txoj Cai cuam tshuam rau cov neeg siv ntawm Paratransit Cov Kev Pabcuam raws li nws yuav raug hloov kho raws sijhawm. Daim Ntawv Cog Lus Sib Tham Sib Tham Ntawm Paratransit, Inc., thiab Pawg Neeg Tsav Tsheb muaj ib txoj cai zoo sib xws uas tsis muaj kev ntxub ntxaug siv tau rau ob tog. Cov txheej txheem kev siv no yuav tsum tau muab raws li qhov kev thov, hauv cov qauv siv tau raws li qhov tsim nyog, rau cov neeg siv thiab lwm cov neeg nyiam.

Процедура реализации политики недискриминации и защиты гражданских прав Paratransit, Inc.

### Процедура подачи жалобы

Заявление о несоблюдении настоящей политики должно быть подписано соответствующим лицом и отправлено по почте по указанному ниже адресу в течение 180 дней с даты предполагаемой дискриминации. Письменное заявление должно содержать следующую информацию: Ваше имя, адрес и способ связи с вами (например, номер телефона, адрес электронной почты и т. д.). Как, когда, где и почему, по вашему мнению, вы подверглись дискриминации. Укажите местонахождение, имена и контактную информацию всех свидетелей. Эта информация должна быть достаточно подробной, чтобы помочь назначенному следователю найти быстрое и справедливое решение, а также, если применимо, конкретное средство правовой защиты, требуемое жалобой.

Жалобу можно подать несколькими способами: В письменной форме: Paratransit, Inc., Координатор по гражданским правам, а/я. Ящик 231100, Сакраменто, Калифорния, 95823-0401. Скачайте и заполните форму для печати: онлайн на сайте [www.pاراتransit.org](http://www.paratransit.org) в формате PDF. Электронная почта: [paratransit@paratransit.org](mailto:paratransit@paratransit.org). По телефону: (916) 429-2009.

Помощь в написании жалоб: сотрудники Paratransit помогут вам написать жалобу, если заявитель не может сделать это самостоятельно. Заявители также могут подать жалобу в соответствии с Разделом VI во внешнюю организацию, например, в Федеральное управление по транспорту (FTA), другое федеральное или региональное агентство, или в федеральный или региональный суд. Однако, если жалоба подана одновременно в город и внешнюю организацию, внешняя жалоба будет иметь приоритет над городской жалобой, и городские процедуры рассмотрения жалоб будут приостановлены до вынесения решения внешней организацией. Заявителю также будет сообщено о его/ее праве обжаловать ответ в федеральных и региональных органах в случае необходимости. Город приложит все усилия для ответа на жалобу по Разделу VI в течение шестидесяти (60) рабочих дней с момента получения такой жалобы, за исключением случаев, когда жалоба подана одновременно в Город и внешнюю организацию, как указано ранее. Помимо процедуры подачи жалобы в Город, заявитель может подать жалобу по Разделу VI в: Министерство транспорта США, Федеральное управление транзита, Управление по гражданским правам.

Сроки рассмотрения данной жалобы определяются следующими определениями: День получения компанией Paratransit, Inc. заявления считается датой подачи заявления.

Рабочим днем считается день работы административного офиса Paratransit, Inc., то есть с 8:00 до 17:00 с понедельника по пятницу, за исключением праздничных дней.

Если информация о заявлении достаточна, оно будет немедленно расследовано, и ответ будет отправлен заявителю по почте в течение тридцати (30) рабочих дней с даты подачи заявления.

Если сведений о заявлении недостаточно, заявитель должен быть уведомлен в письменной форме в течение пятнадцати (15) рабочих дней с даты подачи жалобы о необходимости дополнительной информации.

Если заявитель не предоставит необходимую дополнительную информацию в течение тридцати (30) рабочих дней с даты подачи жалобы, рассмотрение жалобы будет закрыто. Если заявитель предоставит дополнительную информацию, необходимую для завершения заявления, по нему будет проведено немедленное расследование, и ответ будет отправлен заявителю по почте не позднее шестидесяти (60) рабочих дней с даты подачи жалобы.

Все письменные ответы на заявления о дискриминации должны быть рассмотрены юристами Paratransit, Inc. перед отправкой заявителю. Дисциплинарные меры, принятые в отношении сотрудников Paratransit, Inc. в результате данной процедуры рассмотрения жалобы, не будут разглашаться.

Политика компании Paratransit, Inc. в отношении недискриминации и защиты гражданских прав, предусмотренная Разделом VI, будет опубликована в документе «Политика Paratransit, Inc. в отношении индивидуальных пользователей услуг Paratransit» с учетом возможных изменений. Коллективный договор между компанией Paratransit, Inc. и профсоюзом водителей содержит аналогичную политику недискриминации, применимую к обеим сторонам. Настоящая процедура реализации будет предоставляться по запросу в доступных форматах соответствующим лицам и другим заинтересованным лицам.

Quy trình Thực hiện Chính sách Không Phân biệt Đối xử và Bảo vệ Quyền Công dân theo Điều VI của  
Paratransit, Inc.

Quy trình Khiếu nại

Các khiếu nại về việc không tuân thủ chính sách này phải được người có thẩm quyền ký và gửi đến địa chỉ dưới đây trong vòng 180 ngày kể từ ngày xảy ra hành vi phân biệt đối xử. Đơn khiếu nại bằng văn bản phải bao gồm các thông tin sau: . Tên, địa chỉ của bạn và cách thức liên hệ với bạn (ví dụ: số điện thoại, địa chỉ email, v.v.) Cách thức, thời gian, địa điểm và lý do bạn tin rằng mình đã bị phân biệt đối xử. Bao gồm địa điểm, tên và thông tin liên lạc của bất kỳ nhân chứng nào. Thông tin này phải cung cấp đủ chi tiết để giúp điều tra viên được chỉ định tìm ra giải pháp nhanh chóng và công bằng, và, nếu có thể, biện pháp khắc phục cụ thể mà người khiếu nại yêu cầu.

Khiếu nại có thể được nộp theo một số phương pháp: Bằng văn bản: Điều phối viên Quyền Công dân của Paratransit, Inc. P.O. Box 231100 Sacramento, California 95823-0401 Tải xuống và Điền vào Mẫu đơn Có thể In: Trực tuyến tại [www.paratransit.org](http://www.paratransit.org) dưới dạng tài liệu PDF. Email: [paratransit@paratransit.org](mailto:paratransit@paratransit.org) Qua điện thoại: (916) 429-2009 Qua fax: (916) 429-2409 Qua TTD: (916) 429-2568

Hỗ trợ Khiếu nại: Nhân viên Paratransit sẽ hỗ trợ viết đơn khiếu nại nếu người khiếu nại không thể tự viết. Người khiếu nại cũng có thể nộp đơn khiếu nại theo Mục VI cho một đơn vị bên ngoài như FTA, cơ quan liên bang hoặc tiểu bang khác, hoặc tòa án liên bang hoặc tiểu bang. Tuy nhiên, nếu khiếu nại được nộp đồng thời cho Thành phố và một đơn vị bên ngoài, đơn khiếu nại bên ngoài sẽ thay thế đơn khiếu nại của Thành phố và các thủ tục khiếu nại của Thành phố sẽ bị đình chỉ cho đến khi có kết luận của đơn vị bên ngoài. Người khiếu nại cũng sẽ được thông báo về quyền kháng cáo phản hồi lên các cơ quan liên bang và tiểu bang nếu phù hợp. Thành phố sẽ nỗ lực hết sức để trả lời khiếu nại theo Mục VI trong vòng sáu mươi (60) ngày làm việc kể từ ngày nhận được khiếu nại, trừ khi khiếu nại được nộp đồng thời cho Thành phố và một đơn vị bên ngoài như đã nêu trước đó. Ngoài quy trình khiếu nại tại Thành phố, người khiếu nại có thể nộp đơn khiếu nại theo Quy định VI tới: Bộ Giao thông Vận tải Hoa Kỳ, Cục Quản lý Vận tải Liên bang, Văn phòng Dân quyền

Các định nghĩa sau đây chi phối mốc thời gian của quy trình khiếu nại này: Ngày Paratransit, Inc. nhận được khiếu nại sẽ là Ngày Nộp đơn khiếu nại.

Ngày làm việc là ngày văn phòng hành chính của Paratransit, Inc. mở cửa, từ 8:00 sáng đến 5:00 chiều từ Thứ Hai đến Thứ Sáu, trừ ngày lễ.

Nếu chi tiết khiếu nại đầy đủ, khiếu nại sẽ được điều tra ngay lập tức và phản hồi sẽ được gửi qua thư cho người khiếu nại trong vòng ba mươi (30) ngày làm việc sau Ngày Nộp đơn.

Nếu chi tiết khiếu nại không đầy đủ, người khiếu nại sẽ được thông báo bằng văn bản trong vòng mười lăm (15) ngày làm việc sau Ngày Nộp đơn về các thông tin bổ sung cụ thể cần thiết để hoàn thiện đơn khiếu nại.

Nếu người khiếu nại không cung cấp thông tin bổ sung cần thiết trong vòng ba mươi (30) ngày làm việc sau Ngày nộp đơn, khiếu nại sẽ được đóng lại. Nếu người khiếu nại cung cấp thông tin bổ sung cần thiết

để hoàn tất khiếu nại, khiếu nại sẽ được điều tra ngay lập tức và phản hồi sẽ được gửi qua đường bưu điện cho người khiếu nại chậm nhất là sáu mươi (60) ngày làm việc sau Ngày nộp đơn.

Tất cả các phản hồi bằng văn bản về các cáo buộc phân biệt đối xử sẽ được đội ngũ pháp lý của Paratransit, Inc. xem xét trước khi gửi cho người khiếu nại. Các biện pháp kỷ luật được áp dụng đối với nhân viên của Paratransit, Inc., phát sinh từ quy trình khiếu nại này sẽ không được tiết lộ.

Chính sách của Paratransit, Inc. về Không phân biệt đối xử và Quyền bảo vệ Dân quyền theo Tiêu đề VI sẽ được công bố trong Chính sách của Paratransit, Inc. liên quan đến Người dùng Cá nhân của Dịch vụ Paratransit khi được sửa đổi theo thời gian. Thỏa thuận Thương lượng Tập thể giữa Paratransit, Inc. và công đoàn Tài xế có chính sách không phân biệt đối xử tương tự áp dụng cho cả hai bên. Quy trình thực hiện này sẽ được cung cấp theo yêu cầu, ở các định dạng có thể truy cập được khi cần thiết, cho những người có liên quan và những người quan tâm khác.



**Paratransit, Inc.  
Board of Directors Staff Report  
Agenda Item 8A**

**AGENDA TITLE:** Consideration of the Presented Slate of Officers, Open Nominations from the Floor and Election of Officers of the Board of Directors for Calendar Year 2026

**MEETING DATE:** February 12, 2026

**PREPARED BY:** Tiffani M. Scott, President and CEO

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**RECOMMENDED ACTION:**

Consideration of the Presented Slate of Officers, open nominations for each of the three offices: Chair, Vice-Chair, Secretary/Treasurer of the Board and conduct elections. Upon appointment, the officers shall become effective the day following the meeting (February 13, 2026). This will allow for all actions taken by the Board at the February meeting to be signed consistently for audit records.

**BACKGROUND AND DISCUSSION:**

The officers of the corporation shall be a Chair of the Board, a Vice Chair of the Board, Secretary/Treasurer of the Board. The Chair of the Board shall report their nomination for officers of the corporation for consideration. Officers shall serve at the pleasure of the Board.

A definition of the duties of each officer position is listed below:

**Chair of the Board:** The Chair of the Board shall direct the affairs of the corporation with other elected officers and Board members by presiding at all regular meetings of the corporation and of the Board; shall, with ratification of the Board, appoint persons to all Committees.

**Vice Chair of the Board:** The Vice Chair of the Board shall preside at meetings in the absence of the Chair and assist the Chair as needed. The Vice Chair shall assume the duties of the Chair if the position is vacated.

**Secretary/Treasurer of the Board:** The Secretary/Treasurer of the Board shall maintain a record of the proceedings of all meetings of the Board. The Secretary/Treasurer shall maintain a complete up-to-date, and accurate record of the Articles of Incorporation, Bylaws, and any amendments to the Bylaws and file with the Secretary of State any amendments to the Articles of Incorporation. Additionally, the Secretary/ Treasurer shall receive a report quarterly on the financial statement of the corporation for the Board from the Chief Financial Officer and more frequently as requested by the Board. The books and records of the corporation in the hands of the Secretary/ Treasurer shall be open to inspection at all times to the directors. There shall be an annual audit by a certified public accountant.

The slate of officers presented for consideration is:

Chair of the Board: Kim Tucker

Vice Chair of the Board: Jim Alves

Secretary/Treasurer of the Board: Patrick Mulvaney

The Board may move the presented slate or chose to open nominations from the floor.

**FISCAL IMPACT:**

None

**ATTACHMENTS:**

None



**Paratransit, Inc.  
Board of Directors Staff Report  
Agenda Item 8B**

**AGENDA TITLE:** Discussion on Board Meeting Dates and Times and Adopt the Board Meeting Schedule for the remainder of 2026 and for 2027

**MEETING DATE:** February 12, 2026

**PREPARED BY:** Chris M. Brown, SHRM-SCP, SPHR, Assistant Secretary of the Board of Directors

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**RECOMMENDED ACTION:**

Discussion on Board Meeting dates and times and adopt the Board Meeting schedule for the remainder of 2026 and for 2027.

**BACKGROUND AND DISCUSSION:**

Annually, executive staff prepares the meeting calendar for the Board of Directors. Staff has received a request from Board Members to re-visit the existing meeting date schedule and meeting times for consideration of alternatives. Currently, the Board meets on the third Monday of the month (other than February) at 6:00 p.m. The Board may choose any day and time to meet.

Upon discussion and consensus, staff recommends the Board adopt a calendar for the remainder of 2026 and for all of 2027.

**FISCAL IMPACT:**

None

**ATTACHMENTS:**

None