



# *Camarillo City Council*

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## **AGENDA REPORT**

Date: December 13, 2023

To: Honorable Mayor and City Councilmembers

From: Greg Ramirez, City Manager

Submitted by: Dave Klotzle, Public Works Director

Subject: Camarillo Area Transit - Approve the Purchase of a 16-Passenger Cutaway Bus

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### **BACKGROUND**

On March 9, 2022, City Council approved the purchase of a Camarillo Area Transit 16-passenger, cutaway (shuttle) bus for the price of \$115,013.38 from A-Z Bus Sales. The purchase cost was approved by the Federal Transit Administration (FTA) for 80% reimbursement. The original procurement occurred through the California Association for Coordinated Transportation/Morongo Basin Transit Authority (CalACT/MBTA) purchasing cooperative and delivery was anticipated to occur in early 2023.

On January 25, 2023, City Council approved a revised quote for the purchase of the 16-passenger, cutaway bus. The revised quote reflected a price increase of \$26,184.10 for a total of \$141,197.48 and was approved through the CalACT/MBTA purchasing cooperative. The anticipated delivery date changed to mid to late 2023.

### **DISCUSSION**

On October 12, 2023, A-Z Bus Sales informed City staff that CalACT/MBTA approved an additional price increase. A-Z Bus Sales provided a revised quote effective September 9, 2023, for the purchase of the 16-passenger cutaway bus. The revised quote reflects a price increase of \$6,718.51 for a new total of \$147,915.99 approved through the CalACT/MBTA purchasing cooperative. Since the approval of procurement with A-Z Bus Sales, there has been a total increase in price of \$32,902.61. The delivery date is currently uncertain due to supply chain issues and overall production demands from other agencies affecting deliveries. At this time, A-Z Bus Sales staff are not able to provide a date for when production would begin on the transit vehicle.

Staff contacted Model 1 Commercial Vehicles, previously known as Creative Bus Sales and an approved vendor through the CalACT/MBTA cooperative, to query delivery lead-time and price for a similar 16 passenger cutaway bus. Model 1 assured City staff that

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vehicle chassis were available with delivery taking place within 210 days from issuance of purchase order which is within industry norms and for a total price of \$142,765.16. The vehicle chassis (which the overall transit vehicle is built around) was reportedly one of the main reasons for A-Z Bus Sales' transit vehicle producer's delays in vehicle production. Additionally, Model 1 provided information on two Cal-ACT/MBTA cutaway orders that were placed by other transit agencies in March 2023 that are expected to be delivered in the next couple weeks, within the range of the expected 210 days delivery date. Staff reached out to neighboring cities inquiring about possible recent cutaway purchases through Model 1 and delivery lead-time. One agency recently placed an order in the first week of October 2023 with Model 1 and was given a similar lead time.

As the bus will be federally funded, the City is required to perform an independent cost estimate to ensure the City is getting a fair price for the vehicle it intends to procure. Staff looked at other recent vehicle procurements and provided cost comparisons in the table below. The Starcraft cutaway detailed in bold below is staff's recommended vehicle to procure.

Agency	Vehicle	Passengers	Cost
<b>Camarillo</b>	<b>Starcraft cutaway</b>	<b>16-passenger (gas)</b>	<b>\$142,765</b>
Camarillo	Glaval cutaway	16-passenger (gas)	\$147,916*
Madera (city)	Starcraft cutaway	17-passenger (gas)	\$150,000
Simi Valley	Starcraft cutaway	12-passenger (CNG)	\$185,000

\*after most recent price adjustment

Vehicle comparisons do not provide an apples-to-apples comparison as each procured model will have its own individual properties/added features which can impact prices. In general, the table above demonstrates that the Starcraft vehicle proposed to be procured by Model 1 is within the expected price of a cutaway bus.

City staff recommends moving forward with the Model 1 procurement as the sales representative provided evidence of their ability to fulfill the City's order with a turnaround of 210 days from the issuance of a purchase order. Staff also recommends authorizing a contingency of up to \$14,000 in additional vehicle procurement costs to utilize if necessary. If approved, Purchase Order 23789 with A-Z Bus Sales will be cancelled, and a new purchase order will be issued to Model 1 Commercial Vehicles. The total cost of the vehicle (with contingency) would be \$156,765.16, with 80% of the costs reimbursed with federal funds.

## **FISCAL IMPACT**

Funds for the transit vehicle purchase are included in the Transit Fund, Capital Purchases, Vehicle Account No. 810-3801-438.91-33. The total cost of the vehicle is \$156,765.16 of which 80% is reimbursable by the FTA.

## **CEQA DETERMINATIONS**

City staff has determined, in accordance with Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, that CAT vehicle procurement is not subject to CEQA review because it can be seen with certainty that there is no possibility that the CAT vehicle procurement may have a significant effect on the environment. City is replacing internal combustion engine vehicles with internal combustion engine vehicles without increasing the total number of vehicles.

## **RECOMMENDATION**

1. Find the CAT vehicle procurement exempt from review under the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA (CEQA) Guidelines; and
2. Approve the purchase of Model 1 Commercial Vehicles for a total amount of \$142,765.16 for the purchase of one transit vehicle; and
3. Authorize a contingency of up to \$14,000 in additional vehicle procurement costs.

## **ATTACHMENTS**

1. Model 1 Commercial Vehicles Quote
2. Vehicle Floor Plan

## **REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL**

None