



STAFF REPORT

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TO: Andrew P. Powers, City Manager

FROM: Clifford G. Finley, Public Works Director

DATE: October 10, 2023

SUBJECT: Replacement Light-Duty Compressed Natural Gas Cutaway Buses for Transit Program

RECOMMENDATION:

1. Approve a “piggyback” purchase agreement with the California Association for Coordinated Transportation/Morongo Basin Transit Authority (CalACT/MBTA) contract and award to A-Z Bus Sales, Inc. (Colton, CA), for the purchase of two replacement light-duty compressed natural gas cutaway buses in the total amount of \$361,922.87.
2. Approve expense in the amount of \$361,922.87 from A/C #651-5540-685-8400 (Materials and Supplies/Equipment \$5,000 or More).
3. Find that this action is not a project as defined under the California Environmental Quality Act.

FINANCIAL IMPACT:

No Additional Funding Requested. \$362,000 is included in the Adopted FY 2023-24 Transportation Fund Budget. The purchase will not adversely impact funding for transit operations or street and road maintenance.

BACKGROUND:

The Thousand Oaks Transit (TOT) Program has been providing transit services to both residents and visitors of Thousand Oaks and adjacent cities since 1981. The Transit Program is responsible for operating five local bus routes and one seasonal bus route to Zuma Beach (Malibu, CA). The program offers a variety of services which include fixed-route, Senior Dial-A-Ride (DAR), Americans with Disabilities Act (ADA) paratransit services, and a free local shuttle service called Kanan Shuttle. Additionally, TOT provides services under contract to the City of Moorpark, the City of Westlake Village, the City of Agoura Hills, and the County of Ventura

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(including Oak Park and select unincorporated areas). For those traveling within eastern Ventura County, TOT also participates in the CONNECT InterCity Dial-A-Ride services through the East County Transit Alliance (ECTA).

TOT is dedicated to providing environmentally friendly and clean transportation. The existing bus fleet consists of 13 vehicles, including nine heavy-duty buses, three light-duty cutaway buses, and one trolley bus. Ten vehicles are powered by compressed natural gas (CNG) and three buses run on propane or clean diesel fuel. During normal operations, five heavy-duty buses are required to serve each of the City's bus routes, and a sixth bus is in place to respond in the event of an in-service failure. The additional reserve buses provide additional capacity should more than two heavy-duty buses be out of service for maintenance, inspections, or repair. They also support special event transportation needs.

To further reduce its carbon footprint, TOT is planning to gradually replace fossil fuel and CNG vehicles with zero-emission buses (ZEBs). The ZEB Plan was adopted by City Council in July 2023 and is consistent with requirements set forth by the California Air Resources Board (CARB). CARB mandates that small transit agencies like TOT begin purchasing ZEBs by 2026. By 2040, all public transit agencies must have 100 percent ZEB.

DISCUSSION/ANALYSIS:

TOT is currently seeking to replace two light-duty cutaway CNG buses. These buses are 2014 models with a seating capacity of 16 passengers. Both vehicles have exceeded their maximum in-service requirements and were intended to be retired in 2021.

Staff recommends proceeding with the purchase of two light-duty 16-passenger CNG-powered replacement buses as they best support current and ongoing transit operational needs. The two replacement cutaway buses will be similar in style and size to the existing buses being retired and will be equipped to be fully compliant with federal regulations for fixed route bus operations and with respect to accessibility for the disabled. These new buses will be at the end of their service life around the time TOT is required to purchase only EV buses. At that time, staff expects that EV cutaway buses will be more readily available through a CalACT contract and from original equipment manufacturer (OEM) suppliers.

Pursuant to Thousand Oaks Municipal Code (TOMC) Section 3-10.203(b), the City may "piggyback" onto, or join, an existing written purchase contract obtained through a competitive bidding process prepared and awarded by another local, state, or federal government agency. The buses requested will be purchased using a state-approved cooperative purchase agreement administered by CalACT and the MBTA (Attachment #1). The City has made previous purchases using this

cooperative agreement with satisfactory results. Purchasing these vehicles off the statewide contract ensures the best available pricing for the City (Attachment #2).

The City purchasing policies allow for the use of a "piggyback" contract with another public agency, in this case, CalACT/MBTA. Delivery of the buses is expected between nine and 12 months after a confirmed order. The purchase of the buses is consistent with the Regional Transit Plan goals for improved service reliability.

COUNCIL GOAL COMPLIANCE:

Meets the following City Council goal:

C. Operate City government in a fiscally and managerially responsible and prudent manner to ensure that the City of Thousand Oaks remains one of California's most desirable places to live, work, visit, recreate, and raise a family.

PREPARED BY: Paul Weinstein, Associate Analyst

Attachments:

Attachment #1- CalAct Letter of Assignment 20-01

Attachment #2- AZ Bus Sales Quote