

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager

DATE: September 1, 2015

SUBJECT: Cutaway Transit Buses – Creative Bus Sales

ACTION REQUESTED

1. Approve the award of a negotiated purchase order to Creative Bus Sales of Chino, CA for the purchase of four new cutaway transit buses in the total amount of \$257,021. Funding is provided by the Department of Public Works and Facilities in the FY 2015-16 Proposed Budget.

BACKGROUND

The Department of Public Works and Facilities (DPWF) operates dial-a-ride service and rural deviated route service that use smaller sized buses known as “cutaway” buses. These buses are also used as back-ups for the regular fixed routes when necessary. The last time DPWF purchased cutaway buses was in 2008 when the department purchased nine buses. These buses have a stated useful life of 7 years or 150,000 miles, whichever occurs first. There are several of the cutaway buses that are nearing the end of their useful life and are becoming cost prohibitive to maintain and repair.

The department has identified a need to purchase three (3) each twelve passenger and one (1) each sixteen passenger cutaway transit buses on behalf of the department’s Transit/TART Division. Two of the new buses will replace two of the highest mileage buses and will be used to perform dial-a-ride services throughout the western Placer County region. The other two new buses will be added to the dial-a-ride fleet to have an adequate number of spare vehicles to cover those buses requiring routine maintenance and repairs.

Purchasing Policy Manual Section 1.3 (e) (3) permits contracting with a vendor that was awarded an agreement by another public agency as the result of a competitive process without further competitive bidding by Placer County. The California Association for Coordinated Transportation/Morongo Basin Transit Authority (CalACT/MBTA) Contract No. 11-03-CBS with Creative Bus Sales meets this criterion. Procurement Services agrees that purchasing the cutaway transit buses from Creative Bus Sales using the CalACT/MTBA contract is a cost-effective solution.

Therefore, your Board’s approval is required to proceed with the award of a purchase order in the total amount of \$257,021.

FISCAL IMPACT

The buses are 100% funded with grant funds from the State Proposition 1B transportation program in the total amount of \$257,021. These vehicles are budgeted and included in the Master Fixed Asset List in the FY 2015-16 Proposed Budget for the Department of Public Works and Facilities Transit Division..

cc: Cynthia Taylor, Senior Administrative Services Officer – Public Works and Facilities
Will Garner, Transit/TART Services Manager – Public Works and Facilities

