



Takoma Park City Council Meeting – June 14, 2023

Agenda Item 2A

Work Session

Single Reading Ordinance Authorizing Purchase of a 15-person Van (14 passengers plus driver) for the Recreation Department

Recommended Council Action

Approve the ordinance.

Context with Key Issues

The Fiscal Year 2024 budget includes funding for the purchase of a 14-passenger van with wheel chair lift for the Recreation Department. This procurement is a replacement for the larger 21-passenger bus, purchased in 2007. During budget deliberations, the Council and Recreation Department reviewed the options and agreed to proceed with a smaller bus, which would not require a CDL-licensed driver. The bus will be equipped with a wheelchair lift to enable seniors and disabled persons to ride.

The Department identified two vendors providing the bus body on a Ford 450 chassis through an intergovernmental cooperative purchase agreement through Sourcewell. Colonial Bus provided a quote of \$126,895 and Schwetky Bus & Van Sales provided a quote of \$139,721.38. The price proposals are valid through the end of June. The recommended vendor has 2 vehicles on order for delivery in September. It is for this reason that the Department is requesting early approval for this purchase, which is included in the FY24 Capital Budget. By authorizing the purchase now, the City can authorize a contract and lock in the price and available vehicle. If we delay until after the start of the fiscal year, pricing is expected to increase and availability will likely be significantly delayed.

The Department had previously identified vendors offering an EV option, however, it was not able to get current pricing due to bus availability issues. Additionally, the EV models can go 225 to 250 miles on a charge, which may pose a difficulty for the Recreation Department when taking longer trips that would require charging mid-route. The manufacturer that was offering a hybrid option in 2020 is no longer in business.

Prior to the pandemic, the Recreation Bus was used for a total of 38 trips annually for Camp, Seniors and Teens. Trips also included internal usage by the Police and Housing Departments for training and Charrettes. The Department anticipates a similar number of trips for FY24 to include (approximately) 20 trips for seniors, 18 trips for teens, as well as summer camp (teen and senior camp), and administrative requests. The Recreation Bus averaged over 1,750 miles per year (pre pandemic) which equates to approximately 47 miles per outing. The bus is also used for trips that are over 100 miles in total. In FY23, the Department experienced challenges finding a CDL licensed driver which is a requirement due to the number of passengers that are able to be transported on the current bus. The new bus will not require a CDL licensed driver which will allow all City staff (career and part-time) to be trained to operate the bus and drive. During our search for CDL licensed drivers, we have found that there's a shortage of drivers across the DC Metropolitan area. Public School systems have had to alter bus pick-up times to account for the lack of available drivers. In addition, the Department has

had to contract with more expensive private bus companies for summer trips because of the lack of CDL licensed drivers. Having a bus with a chairlift that does not require a CDL to operate will allow the Department to resume trips for all participants (tots - seniors) as well as increase the number of participants for current trips. The Department has included funding for all trips in the approved FY24 budget.

Council Priority

Engaged, Responsive and Service-Oriented Government

Environmental Considerations

This replacement vehicle has a standard gasoline combustion engine.

Fiscal Considerations

The FY24 budget includes \$120,000 allocated in the Equipment Replacement Reserve. The slight increase in actual costs over the budgeted amount will be made up by ERR funds.

Racial Equity Considerations

The availability of the 14-passenger van enables the Recreation Department to offer transportation services to a wide range of program participants including children and seniors.

Attachments and Links

Single Reading Ordinance

Introduced by:

Single Reading:

CITY OF TAKOMA PARK, MARYLAND

ORDINANCE NO. 2023-

**AWARDING A CONTRACT FOR
PURCHASE OF A RECREATION BUS**

WHEREAS, the Fiscal Year 2024 budget includes funding for the purchase of a 15-person van (14 passenger plus driver) with a wheelchair lift; and

WHEREAS, in order to reserve the vehicle at the quoted price and to ensure a more rapid delivery, the order must be placed before the end of June 2023; and

WHEREAS, as a result the, Department is requesting early approval of the purchase so the order can be placed; and

WHEREAS, the City can purchase certain services and equipment at cooperative purchase rates through an intergovernmental cooperative purchase agreement through Sourcewell; and

WHEREAS, as this is a cooperative purchase, competitive bidding by the City is not required; and

WHEREAS, it has been determined that the quote provided by Colonial Bus through Sourcewell is both responsive and responsible.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND, THAT:

Section 1. The City Manager or their designee in authorized to enter into a contract with Colonial Bus to purchase a 15-person van in the amount of One Hundred Twenty-Six Thousand, Eight Hundred Ninety-Five Dollars (\$126,895).

Section 2. This Ordinance shall become effective upon adoption.

Adopted this ____ day of June, 2023.

AYE:

NAY:

ABSTAIN:

ABSENT: