



CITY OF POMONA COUNCIL REPORT

February 24, 2025

To: Honorable Mayor and Members of the City Council

From: Anita D. Scott, City Manager

Submitted By: Mark J. Gluba, Assistant City Manager

**SUBJECT: AWARD A SOLE SOURCE AGREEMENT TO MASTER'S
TRANSPORTATION FOR THE PURCHASE OF TWO 20-PASSENGER
CLEAN-ENERGY ADA ACCESSIBLE BUSES FOR FISCAL YEAR 2024-
25 IN SUPPORT OF LET'S MOVE POMONA PROJECT**

RECOMMENDATION:

It is recommended that the City Council take the following action:

- 1) Approve a sole-source purchase of two 20-passenger clean energy buses with American with Disabilities Act (ADA) accessibility from Master's Transportation in the amount of \$380,597.40.

EXECUTIVE SUMMARY:

The proposed action will award a sole-source agreement with Master's Transportation for the purchase of two 20-passenger clean-energy ADA accessible buses. The FY 2024-25 Operating Budget was amended by appropriating \$300,000 in California Natural Resource Agency (CNRA) grant funding in support of the Let's MOVE Pomona project for the purchase of these two vehicles. An additional \$100,000 is available in Youth Commitment funds in FY 2024-25 Operating Budget account 101-4191-66182-0000 to cover remaining costs.

SB1439/GOVERNMENT CODE §84308 APPLICABILITY:

When this box is checked, it indicates the agenda item is subject to the Levine Act SB1439 requirements. Councilmembers are reminded to check their campaign contributions and determine whether they have received a campaign contribution of \$500 or more that would require disclosure and/or recusal from discussing or acting on this agenda item. Campaign contributions of \$250 or more made 1) by any person or entity who is identified in the agenda report as the applicant or proposer or 2) on behalf of the applicant or participant, including a parent, subsidiary or otherwise related business entity, or 3) by any person who has a financial interest in the agenda item requires a councilmember to comply with SB1439.

FISCAL IMPACT:

On December 16, 2024, City Council approved Resolution No. 2024-18 amending the FY 2024-25 Operating Budget by appropriating \$300,000 of CNRA grant funds (Fund 215-4190-66182-58792) for the purchase of two 18-passenger clean energy buses with American with Disabilities Act (ADA) accessibility. The cost of these vehicle purchases exceed the \$300,000 in grant funds. An additional \$100,000 is available in the General Fund Community Services Department Youth Commitment division in the FY 2024-25 Operating Budget (101-4191-66182-0000) to cover the remaining costs. The annual cost of vehicle operations and maintenance will be budgeted in future appropriations via the Departments fleet allocation.

PREVIOUS RELATED ACTION:

On December 16, 2024, the City Council adopted Resolution 2024-198 amending the Fiscal Year 2024-25 Operating Budget by appropriating \$300,000 of CNRA grant funds to the Let's MOVE Pomona Project.

On February 5, 2024, the City Council adopted Resolution 2024-01 receiving (CNRA grant funding of \$300,000 and amending the FY 2023-24 Operating Budget by increasing revenue estimates and appropriating \$300,000 in grant funds (Fund 215-4190-40873/666182-58792) from CNRA.

DISCUSSION:

On November 29, 2023, the City was awarded a \$300,000 grant for the Let's MOVE Pomona program to acquire two clean-energy, 18-passenger buses that are fully accessible under the Americans with Disabilities Act (ADA). However, the search for suitable clean-energy buses that met ADA specifications proved challenging, causing a delay in the purchase.

The Department initiated the process of obtaining three quotes. Due to the busses' unique features, including clean-energy technology, ADA accessibility, and at least an 18-passenger capacity, the Department was unable to locate a supplier who could meet those requirements. The City has now identified the appropriate buses and will proceed with the purchase once approved by the City Council. Acquiring clean-energy, ADA-accessible buses is a crucial step toward promoting both environmental sustainability and inclusivity within the community. Clean-energy buses reduce greenhouse gas emissions, improve air quality, and help lower the carbon footprint, all of which are essential for fighting climate change. At the same time, ensuring ADA accessibility guarantees equal access to transportation for individuals with disabilities, supporting greater mobility and independence for all community members. By investing in these buses, the City will not only support environmental goals, but also improve public transportation options for individuals who face barriers due to physical limitations. This combination of sustainability and accessibility is key to building a more equitable and eco-friendly future.

The recommended action to approve a sole-source agreement with Master's Transportation for the purchase of two 20-passenger clean-energy, ADA-accessible buses will ensure compliance with the CNRA's grant terms and conditions. By meeting specifications such as clean-energy and ADA

accessibility, the City will maximize the impact of the grant, fulfill its obligations, and maintain eligibility for future funding opportunities.

COUNCIL PRIORITIES & GOALS:

This item supports the 2021-2022 City Council Priority 1: Fiscal and Operational Responsibility – Goal C: Obtain additional grant funding and other revenues to help achieve City goals.

Prepared by:

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