



Agenda Report

April 8, 2024

TO: Honorable Mayor and City Council
FROM: Department of Transportation
SUBJECT: AUTHORIZE THE CITY MANAGER TO EXTEND CONTRACT 31,568 WITH TRC ENGINEERING SERVICES, LLC TO CONDUCT QUALITY CONTROL INSPECTIONS FOR THE PASADENA TRANSIT AND DIAL-A-RIDE FLEET

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act (CEQA) pursuant to Section 21065 of CEQA and Sections 15060 (c)(2), 15060 (c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required for the project;
2. Authorize the City Manager to extend Contract 31,568 with TRC Engineering Services, LLC for six months for a total contract period of January 1, 2020, through December 31, 2024, to conduct inspections of the Pasadena Transit and Pasadena Dial-A-Ride fleet within the current not to exceed contract amount of \$130,085; and
3. Grant the proposed contract extension an exemption from the Competitive Selection process pursuant to Pasadena Municipal Code Section 4.08.049(B) contracts for which the City's best interests are served.

BACKGROUND:

The City-owned transit fleet is comprised of 44 transit vehicles, including 29 fixed-route vehicles and 15 demand-response vehicles, all of which are maintained by the City's transit operations contractor. To ensure quality control over how the City's transit vehicle assets are being maintained, a Request for Proposal (RFP) was issued to hire a consultant to conduct vehicle fleet inspections. In 2019 City Council awarded a contract to TRC Engineering Services, LLC. The vendor has performed well and to the satisfaction of the City.

The recommended action is to extend the contract with TRC Engineering Services by six months. The current contract expires on June 30, 2024, and the proposed contract amendment would extend the contract end date to December 31, 2024. TRC Engineering Services, LLC, in addition to conducting third-party audits of the maintenance conducted by the City's transit operations contractor, conducts onsite inspections of buses being procured by the City during the manufacturing process. TRC inspectors monitor the manufacturing of the buses as they are being built to ensure they meet specifications, provide an ongoing quality control during production, and conduct final inspection of the buses prior to the City accepting the vehicles into the fleet. The City has ordered 10 buses that will be inspected by TRC, and we anticipate the delivery of August 2024.

Initially the work was scheduled during the original contract term; however, due to impacts associated with the COVID pandemic and supply chain disruptions the vehicles manufacturing was delayed and will not be completed during the existing contract term.

COUNCIL POLICY CONSIDERATION:

This project supports the City Council Guiding Principle five of the General Plan: Mobility Element, to promote Pasadena as a city where people can circulate without cars. The project will allow the City to provide reliable public transportation by ensuring transit vehicles are properly maintained and that new transit vehicles are manufactured to the agreed-upon specifications.

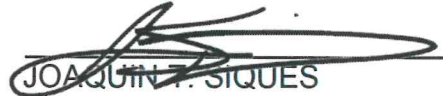
ENVIRONMENTAL ANALYSIS:

The action proposed herein is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The extension of a contract for the inspections of Pasadena Transit and Pasadena Dial-A-Ride vehicles is a continuing administrative and maintenance activity that would not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:

This action will not require an additional budget appropriation and there is no impact to the General Fund.


Respectfully submitted,


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