



# AGENDA REPORT

**Department:** Engineering  
**Prepared by:** Roberto Yano, Director Public Works/City Engineer  
**Meeting Date:** Tuesday, May 2, 2023  
**Approved by:** Armando Vergara, Interim City Manager

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## **SUBJECT:**

Approval of a Three (3) year Contract for a Not-to-Exceed Amount of \$2 Million Dollars with Circuit Transit Inc. with an Option for Two (2) One-Year Extensions Depending on Available Funds to Provide the Free Ride Around National City (FRANC) Shuttle Prog

## **RECOMMENDATION:**

Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California, Authorizing the Use of Cooperative Procurement with SANDAG's Regional Flexible Fleet Services Procurement Process to Award a Three (3) Year Contract for a Not-to-Exceed Amount of \$2 Million Dollars to Circuit Transit Inc. with an Option for Two (2) One-Year Extensions Depending on Available Funding to Provide the Free Ride Around National City (FRANC) Shuttle Program.

## **BOARD/COMMISSION/COMMITTEE PRIOR ACTION:**

Not Applicable.

## **EXPLANATION:**

In December 2022, the City Council appropriated \$999,996 from the Clean Mobility Options (CMO) Voucher Program for the Free Ride Around National City (FRANC) Shuttle Program. Staff is bringing forward the agreements that need to be in place so that we can have FRANC up and running by Labor Day, September 4, 2023.

To get the FRANC Shuttle Program up and running there are a number of milestones that need to be accomplished. This staff report requests City Council approval of the cooperative procurement process and the award of a service contract. Staff is proposing to award a contract for the FRANC Shuttle Service through the authority of National City Municipal Code Section 2.60.260 which allows the City to take advantage of cooperative purchasing with other public agencies. In the case of our FRANC program, SANDAG has already performed a Request for Proposals (RFP) for Regional Flexible Fleet Services and awarded a contract to Circuit Transit Inc. SANDAG specifically performed this procurement on behalf of its member agencies to help facilitate bringing on these services for communities like ours. Each agency may then contract directly with the vendor that was selected.

The proposed contract agreement attached is for an initial three years with an option for two (2) one-year extensions depending on funding being available. At this time we have secured funding (CMO) for three (3) years and the fourth year is looking very promising with potential funding from the Port. The contract will initially be for a "not-to-exceed" amount of \$2 million dollars covering the three (3) years of operations and potentially the two (2) one-year options. When we receive future funding we will return to modify the contract. As a note, we are planning on the program

operating initially for four years with the understanding that the service will be adapting to how our customers use the service.

The attached contract's "Scope of Work" (Exhibit B) indicates that the FRANC Shuttle will operate seven (7) days a week 6:30 a.m. to 7:00 p.m. on weekdays and 10:00 a.m. to 7:00 p.m. on weekends. Exhibit C projects the monthly "first year" costs associated with the proposed operating schedule. The City will share in revenue from advertising that is on the vehicles (50% split after commission) in the form of a credit against the payments due to Circuit Transit Inc. Exhibit D describes the advertising guidelines and splitting of advertising revenues, and Exhibit E is a map of the service boundaries within the City.

Staff recommends that the City Council approved the attached Resolution and the associated contract.

**FINANCIAL STATEMENT:**

Revenue Account No. 296-06613-3463 - \$999,996 (Free Ride Around National City)

Expenditure Account No. 296-409-500-598-6613 - \$999,996 (Free Ride Around National City)

**RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:**

Transportation Choices and Infrastructure

**ENVIRONMENTAL REVIEW:**

This is not a project under CEQA and is therefore not subject to environmental review.CCR15378; PRC 21065.

**PUBLIC NOTIFICATION:**

Agenda Report posted within 72 hours of meeting date and time in accordance with Brown Act.

**ORDINANCE:**

Not Applicable

**EXHIBITS:**

Exhibit A – Circuit Transit Agreement

Exhibit B – Scope of Work

Exhibit C – Pricing Allocation

Exhibit D – Advertising Guidelines

Exhibit E – Map

Exhibit F – Resolution