



Department Source: Public Works

To: City Council

From: City Manager & Staff

Council Meeting Date: August 20, 2018

Re: Agreement with Center for Transportation & Environment, Inc. for Services related to Procurement and Deployment of Three Battery Electric Buses

## Executive Summary

Authorize the City Manager to execute a consultant services agreement with Center for Transportation and the Environment, Inc. (CTE) in the amount of \$432,500 to provide services related to the procurement and deployment of three (3) battery electric buses. This agreement and the three (3) buses will be funded by a Federal Transit Administration (FTA) Low or No Emission grant awarded to the City of Columbia in the amount of \$1,712,300. The grant funds are being appropriated to the project account with this legislation.

## Discussion

The Public Works transit division was awarded a \$1,712,300 federal grant under the FTA's Low or No Emission grant program. The purpose of the grant is to improve the efficiency and sustainability of transportation systems and assist public transit agencies with management and analysis of alternative energy vehicle deployments. This grant will fund three (3) battery electric 30' buses, project administration, engineering and design, depot design, construction and installation. The grant requires a local match of \$336,200 for a total project cost of \$2,048,500.00.

Staff is requesting that council authorize the City Manager to execute the consultant services agreement with CTE in the amount of \$432,500 which will be paid from the grant funds. Following is a summary of services to be performed by CTE (see the agreement for more details):

- Project Planning and Initiation-detailed project planning to finalize the Project Management Plan (PMP) that defines the objectives, scope, approach, resources, tasks and timeline.
- Requirements Analysis-route modeling and confirmation of the technical specifications for the bus and charging equipment.
- Bus Procurement and Build-support to finalize specifications and other documents required for bus procurement.
- Infrastructure Procurement, Design & Build-finalize site plans for route and depot charging stations.
- Bus & Infrastructure Deployment-conduct a series of tests to validate the performance and operation of the buses.
- Deployment Validation-collect various operational data points to measure and report actual energy savings, cost savings, and greenhouse gas emissions reductions.



# City of Columbia

701 East Broadway, Columbia, Missouri 65201

- Project Closeout-issue a final report summarizing project results, finding, and lessons learned.
- Project Management, Administration, Reporting & Control-guide the project by the following control and risk management procedures: collaboration tools, communications plan, reporting plan, operational analysis & reporting plan, schedule control plan, and risk management & mitigation plan.

The useful life of the battery electric bus is 10 years/350,000 miles. The three buses will be used on the fixed route system within the City of Columbia.

## Fiscal Impact

Short-Term Impact: The agreement with CTE is for a not to exceed amount of \$432,500 and will be paid from an FTA Low or No Emission grant. The grant awarded to the City is \$1,712,300, and the City’s local match of \$336,200 will be paid from Transportation Sales Tax. Long-Term Impact: Enter the cost of proposed legislation to the city for years **beyond two**.

## Strategic & Comprehensive Plan Impact

### Strategic Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Secondary, Tertiary Impact: Tertiary

### Comprehensive Plan Impacts:

Primary Impact: Inter-Governmental Cooperation, Secondary Impact: Secondary, Tertiary Impact: Tertiary

## Legislative History

| Date | Action |
|------|--------|
| None | None   |

## Suggested Council Action

Authorize the City Manager to execute a consultant services agreement with Center for Transportation and the Environment, Inc. (CTE) to provide services related to the procurement and deployment of three (3) battery electric buses, and appropriate grant funds.