



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: September 23, 2025

Title: Approve site location and architectural proposal for design of a new metal building for Dial-A-Ride (DAR) vehicles and accept the proposal from Selberg and Associates for design services in the amount of \$14,950

Background: The City Council approved the Zero-Emission Bus (ZEB) Rollout Plan in June 2023 that outlines the steps needed to convert its fleet to zero emissions, including the required infrastructure to operate Battery-Electric Buses (BEB). In preparation for the ZEB Rollout Plan, the Community Services Department, Transit Services, is planning for the design and construction of a new metal building to house all transit vehicles. The new building is proposed to be located adjacent to the existing Needles Area Transit (NAT) Building at 1100 Front Street. This new building is to be EV ready with electrical and plumbing for charging stations and restrooms.

Staff has received a proposal from Selberg Associates Inc. who previously designed the NAT building at the Front Street location and proposes locating the new DAR building adjacent to the existing garage on the City-owned parcel. Utility, site grading and survey to be performed under separate contract by the City contract engineer.

Fiscal Impact: Total cost to the City for Architectural Services for the site expansion is \$14,950 to be funded by Dial-A-Ride Capital Buildings FY26 Budget (Note: a total of \$350,000 has been budgeted in FY25/26 for construction of the second garage and will be reimbursed by the San Bernardino County Transportation Authority (SBCTA) with STA capital funding).

Environmental Impact: The proposed project falls under a Class 32 exemption under Section 15332 of the California Environmental Quality Act for sites under 5 acres.

Recommended Action: Approve site location and architectural proposal for design of a new metal building for Dial-A-Ride (DAR) vehicles and accept the proposal from Selberg and Associates for architectural design services in the amount of \$14,950.

Submitted By: Kathy Raasch, Director of Development Services/Capital Projects
Cheryl Sallis, Community Services Manager

City Manager Approval: Patrick J. Martinez

Date: 9/18/2025

Other Department Approval (when required): Barbara DiLeo

Date: 09/18/25