



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 09/27/2021

**REQUESTER:** Taylor Johnson, Transit and Parking Program Manager

**PRESENTER:** Shawn O'Leary, Director of Public Works

**ITEM TITLE:** CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AUTHORIZATION FOR THE PURCHASE OF TWO (2) 3500 DODGE PROMASTER VANS IN THE AMOUNT OF \$318,158 FROM CREATIVE BUS SALES TO BE USED FOR CITY TRANSPORTATION PROGRAMS.

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### **BACKGROUND:**

The Norman/Cleveland County Continuum of Care (OK-504) worked with consultant firm Homebase to develop two reports. The first was the *Homelessness Gaps Analysis*, completed in September 2021. The second was a follow up to the first, *Bridging the Gap: Action Steps to End Homelessness*, completed in February 2022.

In addition, the United Way of Norman collaborated with the Zarrow School of Social Work in 2020 to undertake a Community Resource Analysis. This included surveys conducted to evaluate a large cross-section of the citizens of Norman. Within this study, the need for transportation resources ranked 4.5 out of a scale of 5. Participants of the survey indicated that over 70% of respondents identified as someone, or knows of someone, who utilizes the transportation system. In addition, the subject of Better Transportation Services including additional bus routes, hours of operation, and alternative public transportation options, was the second highest identified need after Improved Social Services/Resources and Awareness.

As reflected in the above reports, *Homelessness Gaps Analysis* and Community Resource Analysis, more robust transportation options are a priority for citizens of Norman. The City is already working on major changes to the fare-free public transit system that provides service to many destinations in Norman. This includes a move to a new City Transit Center and route changes throughout the network that will improve the operator and passenger experience. In addition, many non-profit agencies have vehicles to assist with transportation as well in Norman. However, there is a desire to expand the transportation options in Norman further.

To follow up on the identified issue of transportation, Council directed staff to develop a Request for Proposals (RFP) for On-Demand Homeless Transportation Services utilizing City-owned and maintained vehicles operated by local non-profit agencies. RFP 2122-53 was issued on April 15, 2022 with responses due on May 6, 2022. One applicant applied to the RFP, but no contract was awarded. Due to the long lead-time of acquiring the necessary vehicles (10-12 months) and

the applicant not meeting the requirements of the RFP, City staff proposed issuing another RFP once appropriate vehicles have been acquired.

On June 24, 2022, Council directed City staff to move forward with the purchase of two (2) fully accessible vehicles to be used for a City transportation program.

**DISCUSSION:**

Staff received a quote for \$159,079 per vehicle under the state of Oklahoma contract with Creative Bus Sales, or \$318,158 total for two (2) 3500 Dodge Promaster Vans. Funds for this purchase are available in the FYE 2023 General Fund budget in Service Equipment – Bus (Account 10110110-45007). Due to supply chain issues regarding vehicle purchases, staff anticipate the vehicles being delivered in October-December 2023 or in 10-12 months. Due to the many potential uses for the vans that have been identified, staff will work on developing a list of potential programs or RFP options for Council to consider closer to the delivery date of the vehicles.

**RECOMMENDATION:**

Staff recommends that City Council authorize the purchase of two (2) 3500 Dodge Promaster Vans in the amount of \$318,158.