



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: September 10, 2026		Subject: Resolution No. 3284 Authorizing SMART To Purchase Two CNG Buses From Northwest Bus Sales, Inc. Staff Member: Scott Simonton, Fleet Services Manager Department: Fleet Services	
Action Required		Advisory Board/Commission Recommendation	
☒ Motion ☐ Public Hearing Date: ☐ Ordinance 1 st Reading Date: ☐ Ordinance 2 nd Reading Date: ☒ Resolution ☐ Information or Direction ☐ Information Only ☐ Council Direction ☒ Consent Agenda		☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt the Consent Agenda.			
Recommended Language for Motion: I move to adopt the Consent Agenda.			
Project / Issue Relates To:			
☐ Council Goals/Priorities:	☒ Adopted Master Plan(s): Transit Master Plan	☐ Not Applicable	

ISSUE BEFORE COUNCIL:

Staff seeks Council approval for the purchase of two (2) 20 passenger Compressed Natural Gas (CNG) buses, using Federal grant funds.

EXECUTIVE SUMMARY:

SMART has Federal section 5339 grant funding in place to purchase two (2) 20 passenger CNG fueled buses. The Federal funding totals \$247,345, and the required local match is \$157,605. The local share is available in SMART's reserves. The purchase of these buses is necessary, as several buses of this size in our current fleet have odometer readings nearing 500,000 miles, which places them well beyond their useful life as prescribed by the Federal Transit Administration (FTA).

A competitive response for proposal (RFP) process was completed. Four (4) proposals were received, ranging in price from \$182,798 to \$211,115 per unit. After scoring the proposals using the criteria outlined in the RFP, the proposal from NW Bus Sales, Inc. was selected at a price of \$202,475 per vehicle, for a total of \$404,950 for the two (2) buses needed.

EXPECTED RESULTS:

Upon receiving a signed contract, NW Bus Sales will direct their manufacturer to assemble the vehicles as specified. Upon final inspection and acceptance in Wilsonville, Fleet staff will complete final preparations for service, and the vehicles will go into daily service.

TIMELINE:

The City's selected vendor has stated a delivery schedule of 180 days. We anticipate receiving the vehicles in March 2027.

CURRENT YEAR BUDGET IMPACTS:

This project will require a local match of \$157,605, which is available in SMART's reserve fund.

COMMUNITY INVOLVEMENT PROCESS:

SMART's current Transit Master Plan included extensive public outreach. The Master Plan states that SMART will maintain a modern fleet of vehicles, procuring alternatively fueled vehicles whenever possible.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

Deployment of new vehicles into service will increase system reliability and passenger comfort.

ALTERNATIVES:

The grant funding being utilized for this purchase does have an expiration date of December 31, 2027. If Council were to choose to delay this purchase, SMART could risk losing this funding opportunity, and this has the potential to jeopardize successful pursuit of future competitive funding opportunities. Staff does not recommend this alternative.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 3284
 - A. Goods and Services Contract