



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
June 18, 2024

TOPIC: Coach Max Corp and Elite Executive Charter, LLC to provide charter bus transportation services

TITLE

Approve an Agreement with Coach Max Corp and Elite Executive Charter, LLC to Provide Charter Bus Transportation Services (General Fund)

RECOMMENDED ACTION

Authorize the City Manager to execute aggregate agreements with Coach Max Corp and Elite Executive Charter, LLC to provide charter bus transportation for City programs and events for a term from July 1, 2024 through June 30, 2027, with two (2), one (1) year renewal options for a total amount, including extensions, not-to-exceed \$500,000 (General Fund) (Agreement Nos. A-2024-XXX and A-2024-XXX).

GOVERNMENT CODE §84308 APPLIES: Yes

DISCUSSION

The City of Santa Ana provides, through a contracted vendor, transportation services to groups of people for round-trip excursions from various points within City limits to other destinations, on an as-needed basis, throughout the year. These services will be for, but are not limited to: senior programs, youth field trips, community excursions, and other special events for the community.

The Request for Proposal (RFP) No. 24-027 was issued on March 19, 2024 on the City's online bid and management publication system. A summary of the invitation for bids and buds received follows:

81	Vendors Notified
6	Santa Ana vendors Notified
34	Vendors downloaded the bid packet
4	Bids received
0	Bids received from Santa Ana Vendors

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The proposals were evaluated according to the criteria listed in the RFP, which includes vendor responsiveness, experience, cost of proposal, and references to ensure that the proposals met the standards of the department. The following are the results of the evaluation.

<u>Proposer</u>	<u>Rating (300 Max)</u>
Coach Max	248
Elite Executive Charter	242

Out of the four submitted proposals, two were considered non-responsive due to missing required elements in their proposal submittal. City staff decided to award aggregate agreements to both remaining vendors as this will provide more flexibility and ensure transportation availability.

ENVIRONMENTAL IMPACT

There is no environmental impact associated with this action.

FISCAL IMPACT

Funds will be budgeted and made available for the following years, subject to City Council approval.

Fiscal Year	Accounting Unit-Account #	Fund Description	Accounting Unit, Account Description	Amount
FY 24-25	01113230-62300	General Fund	PRCSA- Recreation and Community Services- Contractual Services Professional	\$100,000
FY 25-26	01113230-62300	General Fund	PRCSA- Recreation and Community Services- Contractual Services Professional	\$100,000
FY 26-27	01113230-62300	General Fund	PRCSA- Recreation and Community Services- Contractual Services Professional	\$100,000
FY 27-28	01113230-62300	General Fund	PRCSA- Recreation and Community Services- Contractual Services Professional	\$100,000
FY 28-29	01113230-62300	General Fund	PRCSA- Recreation and Community Services- Contractual Services Professional	\$100,000
Total				\$500,000

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EXHIBIT(S)

1. Agreement-Coach Max Corp
2. Agreement-Elite Executive Charter, LLC

Submitted By: Hawk Scott, Executive Dir. of Parks, Recreation, and Community
Services

Approved By: Alvaro Nuñez, Acting City Manager