



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
June 17, 2025

TOPIC: School Bus Services

AGENDA TITLE

Agreement with JFK Transportation Co., Inc. for School Bus Services (Specification No. 25-050) (General Fund & Non-General Fund)

RECOMMENDED ACTION

Authorize the City Manager to execute an agreement with JFK Transportation Co., Inc. to provide school bus services in an amount not to exceed \$550,000 for a term beginning June 17, 2025 and expiring June 16, 2028, with provisions for two, one-year extensions (Agreement No. A-2025-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.

Request for Proposals (RFP) No. 25-050 was issued on April 4, 2025 on the City's online bid management and publication system. A summary of vendor participation and results is as follows:

84	Vendors Notified
3	Santa Ana Vendors Notified
17	Vendors Downloaded the RFP Packet
2	Responsive Proposals Received
1	Responsive Proposal Received from Santa Ana Vendor

Proposals were solicited, opened on May 1, 2025, and evaluated. Two proposals were submitted by the RFP deadline, were determined to be responsive to the specifications, and met the City's requirements. An evaluation committee reviewed and rated the proposals according to the criteria listed in the RFP.

Staff recommends awarding an agreement to the highest-ranking firm, JFK Transportation Co., Inc. (Exhibit 1).

PRCSA currently utilizes Charter Bus vendors, Elite Executive Charter and Coach Max Corp., to provide transportation services; however for events with smaller attendance rates, it is more cost effective to utilize school bus services.

Local Outreach Efforts

The Purchasing Division advertised this project on the City's online bid management and publication system, which directly notified three Santa Ana vendors. One local vendor downloaded the RFP and submitted a proposal for consideration.

ENVIRONMENTAL IMPACT

There is no environmental impact associated with this action.

FISCAL IMPACT

Funding is available in the FY 24-25 budget and funding for subsequent fiscal years will be included in the proposed budgets for City Council consideration.

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	\$10,000
FY 25-26	01113230-62300	General Fund	PRCSA- Recreation and Community Services-Contractual Services Professional	\$110,000
FY 26-27	01113230-62300	General Fund	PRCSA- Recreation and Community Services-Contractual Services Professional	\$110,000
FY 27-28	01113230-62300	General Fund	PRCSA- Recreation and Community Services-Contractual Services Professional	\$110,000
FY 28-29	01113230-62300	General Fund	PRCSA- Recreation and Community Services-Contractual Services Professional	\$110,000
FY 29-30	01113230-62300	General Fund	PRCSA- Recreation and Community Services-Contractual Services Professional	\$100,000
			Total	\$550,000

EXHIBIT(S)

1. Agreement with JFK Transportation Co., Inc.

Submitted By: Hawk Scott, Executive Director of Parks, Recreation, and Community
Services Agency

Approved By: Alvaro Nuñez, City Manager