File #: 15-24643, **Version:** 1

CATS Special Transportation Service Vehicle Parts

Action:

A. Approve a unit price contract with Capital Ford of Charlotte, Inc. for the purchase of Ford Special Transportation Service Bus Parts for a term of three years, and

B. Authorize the City Manager to renew the contract for up to two, one-year terms with possible price adjustments and to amend the contract consistent with the purpose for which the contract was approved.

Staff Resource(s):
Brent Cagle, CATS
Elizabeth Presutti, CATS
Tina Hall, CATS

Explanation

- Charlotte Area Transit System-Bus Operations Division (CATS-BOD) maintains a fleet of special transportation vehicles, which currently consists of approximately 90 buses.
- CATS-BOD uses original equipment manufacturer (OEM) bus parts in the daily maintenance and repair of fleet vehicles.
- OEM parts meet the required specifications and standards to keep the buses and fleet vehicles in proper operating condition and maintain the vehicles' warranties.
- On June 5, 2025, the city issued an Invitation to Bid; four bids were received.
- Capital Ford of Charlotte, Inc. was selected as the lowest responsive, responsible bidder.
- Annual expenditures are estimated to be $133,263.

Charlotte Business INClusion
This is a unit price commodity contract to purchase parts. Contract goals were not established for this contract because there were no certified MWSBEs available within the city's database capable of providing the necessary goods. This determination was made based on a comprehensive search by CBI and relevant departments, utilizing the city's vendor registration system, relevant market research, and an assessment of the work required by the contract.

Fiscal Note
Funding: CATS Operating Budget