

RESOLUTION NO. 2024-75

AUTHORIZING CONTRACT NO. 2024-096 WITH SAM SCHWARTZ CONSULTING, LLC FOR FLEET ELECTRIFICATION STUDY SERVICES IN AN AMOUNT NOT TO EXCEED \$311,924.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") has taken steps to reduce emissions in its revenue and non-revenue fleet of vehicles by adopting new technology and transitioning to low emissions fuel sources; and

WHEREAS, the Authority currently has a need for an experienced consultant to provide fleet electrification transition planning services to assist the Authority in determining the feasibility of transitioning to a zero emissions fleet of vehicles; and

WHEREAS, the proposal of Sam Schwartz Consulting, LLC, located at 322 Eighth Avenue, 5<sup>th</sup> Floor, New York, New York, 10001 to provide fleet electrification study consulting services in an amount not to exceed \$311,924.00 was received on July 12, 2024; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Sam Schwartz Consulting, LLC, as negotiated, to provide fleet electrification study consultant study services, as negotiated, to be in the best interest of the Authority and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of Sam Schwartz Consulting, LLC to provide fleet electrification study consulting services be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with Sam Schwartz Consulting, LLC to provide said services.

Section 3. That said contract will be funded through the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to 100% local funds and Capital Grant OH-2024-030-03 in a total amount not to exceed \$311,924.00 (\$250,000.00 in federal funds, which represents 80% of total cost).

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor to the specifications and addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Authority's Board of Trustees expects that Sam Schwartz Consulting, LLC will attempt to exceed the 0% DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: October 29, 2024

  
\_\_\_\_\_  
President

Attest:   
\_\_\_\_\_  
Secretary/Treasurer



<b>TITLE/DESCRIPTION:</b> CONTRACT: FLEET ELECTRIFICATION STUDY  VENDOR: SAM SCHWARTZ CONSULTING, LLC  AMOUNT: NOT TO EXCEED \$311,924.00	<b>Resolution No.:</b> 2024-75
	<b>Date:</b> October 24, 2024
	<b>Initiator:</b> Engineering – Project Support
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority (“Authority”) to enter into a contract for a fleet electrification study to assist the Authority in evaluating the feasibility of transitioning to zero emission vehicles by providing technical guidance to identify and help navigate the challenges.
  
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority’s primary focus to date for reducing fleet emissions has been to transition from diesel fuel sources to alternative fuel sources, mainly compressed natural gas (“CNG”). While CNG emits reduced levels of greenhouse gases, there is a need to explore the possibility that zero emission vehicles would assist in reaching the Authority’s Climate Action Plan targets.  
  
 The Authority is seeking proposals from qualified consultants with transition planning experience to assist the Authority evaluating the feasibility of transitioning to a zero emissions fleet of vehicles.
  
- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals (“RFP”) was posted on the Authority’s Procurement website and advertised in local newspapers. Thirty-six (36) interested parties, including potential subcontractors, downloaded the solicitation package. Four (4) proposals were received on July 12, 2024. After an initial evaluation by a panel of Authority employees, all four (4) proposers were selected to be interviewed.  
  
 Each proposer was asked to submit a best and final offer following their interview. Best and final offers were reviewed by a panel of Authority employees in accordance with established Procurement department policies and procedures. After negotiations, the proposal from Sam Schwartz Consulting, LLC to provide said services in a total contract amount not to exceed \$311,924.00 was determined to be the most advantageous proposal to the Authority, price and all other factors considered.
  
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.
  
- 5.0 **POLICY IMPACT:** Does not apply.
  
- 6.0 **ECONOMIC IMPACT:** This procurement will be funded through the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to 100% local funds and Capital Grant OH-2024-030-03 in a total amount not to exceed \$311,924.00 (\$250,000.00 in federal funds, which represents 80% of total cost).

- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would delay the Authority's ability to determine the feasibility of transitioning to a zero emissions fleet of revenue and non-revenue vehicles.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the October 15, 2024, Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the offer of Sam Schwartz Consulting, LLC be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
General Manager, Chief Executive Officer