

**VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
APRIL 22, 2008 AGENDA**

SUBJECT:	TYPE:	SUBMITTED BY:
Authorize the Village Manager to Negotiate the Purchase of a Used Commuter Bus	Resolution Ordinance ✓ Motion Discussion Only	Robin A. Weaver Interim Director of Public Works

SYNOPSIS

A motion is requested to authorize the Village Manager to negotiate the purchase of a used commuter bus for the Grove Commuter Shuttle in an amount not to exceed \$70,000.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2007-2012 identified *Exceptional Municipal Organization*. The Vision for 2021 identified that *Convenient Access to the Chicagoland Region* means *A Commuter-Friendly Community*.

FISCAL IMPACT

The adopted FY08 Equipment Replacement Fund budget provides \$70,000 for the purchase of a used commuter bus.

RECOMMENDATION

Approval on the May 6, 2008, consent agenda.

BACKGROUND

The Grove Commuter Shuttle provides weekday morning and evening feeder service to the Main Street and Belmont Road Metra stations. There are four fixed routes including the North, West, Southeast and Southwest Routes. These routes also have Pace designations and are included on their system map. Six vehicles are necessary to provide the service because the Southeast and Southwest Routes each utilize two buses due to a more frequent schedule, and the North and West Routes each utilize one bus.

Efforts to address the Grove Commuter Shuttle's fleet needs are ongoing. In August 2007 the Village Council authorized the purchase of five new 28 passenger lift-equipped buses under a federal grant agreement with Pace Suburban Bus. Production of these vehicles is underway with delivery anticipated in the second quarter of this year. As part of the 2008 budget process, the Village Council approved the inclusion of \$70,000 for the acquisition of a smaller, lighter duty and pre-owned but reliable vehicle as a cost-effective means to address the vehicle needs. Following this approach provides six economical and dependable vehicles with which to provide the service. One of the existing 1992 Gillig buses will need to be retained as a reserve vehicle.

Article V of the Purchasing Policy states that "all purchases, except as otherwise directed by Village Council, will be subject to the competitive purchasing process for amounts in excess of \$1,000.00." Staff is requesting that the Village Council direct the purchase of a used bus as outlined herein. Purchasing a used vehicle does not lend itself to the typical procurement processes employed by the organization. A dealer's inventory of used buses can come and go on a daily basis, and vehicle specifications and histories can vary widely. As a result, it becomes difficult to develop a specification comparing "apples to apples" let alone convince a dealer to hold a particular vehicle on their lot during a specification development, bidding and award process requiring several weeks to complete.