



## CITY COUNCIL AGENDA REPORT

**MEETING DATE:** Tuesday, July 8, 2025  
**TO:** CITY COUNCIL  
**WRITTEN BY:** NICK MEROLLA, RECREATION SERVICES MANAGER AND IMELDA  
NEGRETE, ASSISTANT PCS DIRECTOR  
**RECOMMENDED BY:** PARKS & COMMUNITY SERVICES DIRECTOR CALUBAQUIB  
**APPROVED BY:** TAMARA VIDES, CITY MANAGER  
**SUBJECT:** APPROVE AWARD OF A TWO-YEAR AGREEMENT WITH DORR  
DISTRIBUTION SYSTEMS, INC. FOR PROVISION OF TRANSPORTATION  
SERVICES

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### RECOMMENDATION:

Staff recommends that the Council adopt a resolution awarding a contract for transportation services for recreational programming to Dorr Distribution Systems, Inc., a corporation, in an amount not to exceed \$120,000 for fiscal years 2025-2026 and 2026-2027 and authorizing and directing the City Manager to execute the same.

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### BACKGROUND:

The current contract for transportation services for Youth Development programming is set to expire on June 30, 2025. City staff issued a Request for Proposal for Transportation Services for Recreational programming on April 11, 2025.

### DISCUSSION:

On April 11, 2025, a request for proposals for transportation services for recreational programming was released. The scope of work included providing safe and reliable transportation services for youth participating in City of Watsonville recreational programming. The following were the bid results for transportation services:

	DORR Distribution Systems, Inc.	Michael's Transportation
<i>Local Trips/Under 100 miles</i>		
Minimum Hours	4 hours	4 hours

Rates	<ul style="list-style-type: none"> <li>• 21/25 Passenger Mini: \$855</li> <li>• 47 Passenger Bus: \$910</li> <li>• 56 Passenger Bus: \$1031</li> </ul>	\$850
Additional hours	<ul style="list-style-type: none"> <li>• 21/25 Passenger Mini: \$162.50/hour</li> <li>• 47 Passenger Bus: \$175/hour</li> <li>• 56 Passenger Bus: \$202.50/hour</li> </ul>	\$100/hour
<b><i>San Jose Area Trips/ Under 100 miles</i></b>		
Minimum Hours	5 hours	4 hours
Rates	<ul style="list-style-type: none"> <li>• 21/25 Passenger Mini: \$1042.50</li> <li>• 47 Passenger Bus: \$1110</li> <li>• 56 Passenger Bus: \$1258.50</li> </ul>	\$850
Additional hours	<ul style="list-style-type: none"> <li>• 21/25 Passenger Mini: \$167.50/hour</li> <li>• 47 Passenger Bus: \$180/hour</li> <li>• 56 Passenger Bus: \$207.50/hour</li> </ul>	\$100/hour
<b><i>Bay Area Trips/Under 150 miles</i></b>		
Minimum Hours	8 hours	4 hours
Rates	<ul style="list-style-type: none"> <li>• 21/25 Passenger Mini: \$1627.50</li> <li>• 47 Passenger Bus: \$1740</li> <li>56 Passenger Bus: \$1987.50</li> </ul>	\$916/hour
Additional hours	<ul style="list-style-type: none"> <li>• 21/25 Passenger Mini: \$167.50/hour</li> <li>• 47 Passenger Bus: \$180/hour</li> <li>• 56 Passenger Bus: \$207.50/hour</li> </ul>	\$100/hour
Cancellation Fee	<ul style="list-style-type: none"> <li>• \$100 if within 72 hours</li> <li>• 4 hour, 5 hour, 8 hour minimum rate if cancellation on departure date</li> <li>• Full amount of trip If cancellation at pick up location</li> </ul>	50% if within 7 business dates

DORR Distribution Systems Inc., a corporation, was selected based on thoroughness of responses to technical questions in the Request for Proposal and interview process.

In addition to their high scoring proposal, DORR Distribution Systems Inc. is our current contractor for transportation services supporting our recreational programming. Over the course of our partnership, they have consistently proven to be reliable, professional, and highly responsive. They have effectively coordinated safe, punctual, and well-managed transportation for our youth programs, which is critical to both participant safety and program success. Their flexibility and ability to accommodate last-minute requests have further demonstrated their commitment to client service and operational excellence. Their

institutional knowledge of our programs and established rapport with staff allow for a seamless continuation of service with minimal onboarding or disruption.

### **CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) DETERMINATION:**

This action does not meet CEQA's definition of a “project,” because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment.

### **STRATEGIC PLAN:**

**Community Engagement & Well-being** – This contract will help expand access to enrichment opportunities as well as enhance safety and well-being by partnering with a professional transportation provider.

### **FINANCIAL IMPACT:**

The total not to exceed amount for this contract is \$120,000.00 for this two-year contract, which spans two fiscal years (FY 25-26 and FY 26-27).

- FY 25-26
  - 201-801-7361-09072: \$36,000
  - 260-337-7533-09050: \$24,000
- FY 26-27
  - 201-801-7361-09072: \$36,000
  - 260-337-7533-09050: \$24,000

### **ALTERNATIVE ACTION:**

The Council could elect not to approve this contract and youth field trips would not occur.

### **ATTACHMENTS AND/OR REFERENCES (IF ANY):**

None.