

**City of Simi Valley
Staff Report**

April 6, 2026

To: City Council

From: Department of Public Works
Ron Fuchiwaki, Public Works Director

Subject: Approval of contract change order with New Flyer of America, Inc. for battery-electric bus contract, establishment of Capital Improvement Program project, and ratification of prior equipment receipt

Staff Recommendation

It is recommended that the City Council:

1. Approve and authorize the City Manager to execute a contract change order (Attachment A) with New Flyer of America, Inc. (New Flyer) in the amount of \$215,698.13, for six (6) battery-electric bus customizations, specialized tools and diagnostic equipment, and maintenance workforce development training, increasing the total not-to-exceed contract amount from \$8,499,359.56 to \$8,715,057.69;
2. Approve a new Capital Improvement Program (CIP) project in the amount of \$134,008.83 for specialized tools and diagnostic equipment (\$113,284.98) and maintenance workforce development training (\$20,723.85), and transfer \$134,008.83 of Senate Bill (SB125) funds from CP75000014, Electric Vehicles and Infrastructure Project, for this new project; and
3. Ratify the prior receipt of specialized tools and diagnostic equipment, and authorize the payment of outstanding invoices totaling \$62,363, that were delivered before the change order approval.

Background

On May 19, 2025, the City Council awarded New Flyer a cooperative contract through CALACT/MBTA Contract No. 23-01 for the purchase of six (6) battery-electric replacement transit buses in an amount not to exceed \$8,499,359.56. The City Manager was authorized to execute required forms and amendments within her authority, provided the cooperative contract remained in effect.

On January 20, 2026, the City approved the first contract change order to incorporate Clean Truck and Bus Voucher Incentive Project (HVIP) language, meeting program requirements and qualifying for HVIP funding of \$156,000 per bus, totaling \$936,000, to help reduce bus acquisition costs.

On March 11, 2026, the City approved the second contract change order to revise the bus type in the change order language from “Fuel Cell Buses” to “Battery Electric Buses,” allowing the City to qualify for HVIP funding.

Discussion

Vehicle Customizations. To support the transition to battery-electric buses, Simi Valley Transit (SVT) requires New Flyer to provide specific customizations for six (6) buses to meet operational efficiency needs and ensure compatibility with the existing fleet. The total cost of these enhancements is \$81,689.30. This cost will be funded through the Transportation Development Act (TDA) Article 4 funds under CP75000015.

In response to the request, New Flyer provided a Price Change Summary (Attachment B) for the City’s authorization, reflecting the revised pricing of \$76,167.18, excluding sales tax. New Flyer has confirmed that these customizations are subject to sales tax. Due to system limitations, the summary does not include this amount. Including applicable sales tax of \$5,522.12, the total cost will be \$81,689.30.

Tools, Diagnostic Equipment, and Training. As this is the City’s first deployment of battery-electric buses, specialized tools and diagnostic equipment, along with training for maintenance staff, are necessary. SVT has allocated \$113,284.98 for specialized tools and diagnostic equipment, along with \$20,723.85 for training maintenance staff in battery-electric buses preventive and repair procedures. The combined cost is \$134,008.83.

Staff proposes creating a new CIP project to track \$134,008.83 in tools, diagnostic equipment, and training, using savings from the professional services budget for the Electric Vehicles and Infrastructure Project (CP75000014), which is funded through SB 125. These savings provide an opportunity to reallocate available funds to support this new project.

The tools and diagnostic equipment purchases will be charged to the account 7509750-42550 (Small Tools and Equipment), while the cost of maintenance staff training will be charged to account 7509750-42730 (Training).

Of the \$113,284.98 allocated for tools and diagnostic equipment, \$62,363 worth of items were delivered and invoiced by New Flyer. These items were sent to SVT without prior notification from New Flyer. According to New Flyer, once SVT provided the approved list of recommended tools and equipment, it was entered into New Flyer’s system, prompting their contract department to automatically process and supply the requested items.

These deliveries were subsequently identified by SVT and placed on hold until the City approves this change order. Therefore, staff requests ratification of the receipt of these items and authorization to pay outstanding invoices issued prior to execution of this change order, in accordance with the City’s Purchasing requirements.

Financial Impact

The total financial impact is \$215,698.13. Funding for vehicle customizations (\$81,689.30) is included in the FY 2025-26 Adopted Budget for the Six Electric Fixed-Route Buses Project (CP75000015). No additional appropriation is required.

Funding for tools, diagnostic equipment, and maintenance staff training (\$134,008.83) will be funded from savings within the FY 2025-26 Adopted Budget for the Electric Vehicles and Infrastructure Project, CP75000014. No additional appropriation is required.

There is no impact to the City's General Fund.

City Council Priority

This item supports the City's Thriving Community Pillar of Excellence.

Suggested Motion

I move to:

1. Approve and authorize the City Manager to execute a contract change order with New Flyer in the amount of \$215,698.13, for six (6) battery-electric bus customizations, specialized tools and diagnostic equipment, and maintenance workforce development training, increasing the total not-to-exceed contract amount from \$8,499,359.56 to \$8,715,057.69;
2. Approve a new CIP project in the amount of \$134,008.83 for specialized tools and diagnostic equipment (\$113,284.98) and maintenance workforce development training (\$20,723.85), and transfer \$134,008.83 of SB125 funds from CP75000014, Electric Vehicles and Infrastructure Project, for this new project; and
3. Ratify the prior receipt of specialized tools and diagnostic equipment, and authorize the payment of outstanding invoices totaling \$62,363, delivered before the change order approval.

Summary

On May 19, 2025, the City Council awarded New Flyer a cooperative contract through CALACT/MBTA Contract No. 23-01 for the purchase of six (6) battery-electric replacement transit buses in an amount not to exceed \$8,499,359.56. The City Manager was authorized to execute required forms and amendments within their authority, provided the cooperative contract remained in effect.

It is recommended that the City Council approve and authorize the City Manager to execute a contract change order with New Flyer in the amount of \$215,698.13, for six (6) battery-electric buses customizations, specialized tools and diagnostic equipment, and maintenance workforce development training, increasing the total not-to-exceed contract amount from \$8,499,359.56 to \$8,715,057.69; approve a new CIP project in the amount

of \$134,008.83 for specialized tools and diagnostic equipment (\$113,284.98) and maintenance workforce development training (\$20,723.85), and transfer \$134,008.83 of SB125 funds from CP75000014, Electric Vehicles and Infrastructure Project for this new project; and ratify the prior receipt of specialized tools and diagnostic equipment, and authorize the payment of outstanding invoices totaling \$62,363, delivered before the change order approval.

Prepared by: Gian Maria Garcia, Management Analyst

Attachments:

Attachment A – Contract Change Order

Attachment B – Price Change Summary



**CHANGE ORDER NO. 3
PURCHASE OF SIX (6) 35' ELECTRIC BUSES
COOPERATIVE AGREEMENT MBTA Contract #23-01
CONTRACT NO. 3250135**

TO: NEW FLYER OF AMERICA
106 NATIONAL DR
ANNISTON, AL 36207
EMAIL: ADRIAN_GRACA@NEWFLYER.COM

You are hereby directed to provide the extra work necessary to comply with this Change Order.

ITEM	COR NO.	DESCRIPTION OF CHANGES	AMOUNT	Time Extension (Days)
1		During project meetings, Simi Valley Transit (SVT) requested specific customizations for the six (6) buses, including the removal of the transfer cutter and Syncromatics provisions, as well as installation of HVAC air purification system, radio provision, overhead charge bars, and rear charge port, to ensure compliance with the City's specifications and operational standards. These customizations were necessary to meet performance, safety, and service requirements. As a result, the implementation of these modifications necessitated a contract adjustment. The net cost increase will be funded under CP75000015.	\$81,689.30	
2		New Flyer recommended tools and diagnostic equipment are required to properly maintain the battery electric buses. These specialized tools include high-voltage insulated hand tools and safety gear, which are essential for protecting mechanics from electric shock when working near exposed high-voltage components. They are also necessary to ensure the buses meet performance, safety, and operational standards throughout their lifecycle. The cost of this equipment will be funded under CP75000014 (SB125).	\$113,284.98	
3		New Flyer provided training program for Simi Valley Transit mechanics is necessary to ensure proper operation and maintenance of the battery electric buses, thereby maximizing their service life. The cost of the services will be funded under CP75000014 (SB125).	\$20,723.85	
		NET CHANGE IN CONTRACT AMOUNT – INCREASE OR (DECREASE)	\$215,698.13	0
		REVISED NOT-TO-EXCEED AMOUNT	\$8,715,057.69	
		REVISED CONTRACT END DATE		N/A

ACCEPTANCE:

Seller accepts the terms and conditions stated above as full and final settlement of any and all claims arising from this Change Order and acknowledges that the compensation (time and cost) set forth in the Change Order comprises the total compensation due for the work or change defined in the Change Order, including all impact on any unchanged work. By signing the Change Order, the Seller acknowledges and agrees that the stipulated compensation includes payment for all Work contained in the Change Order, plus all payment for the interruption of schedules, extended overhead costs, delay, and all impact, ripple effect or cumulative impact on all other Work under this Contract. The signing of the Change Order acknowledges full mutual accord and satisfaction for the change, and that the time and/or cost under the Change Order constitute the total equitable adjustment owed the Seller as a result of the change. The Seller agrees to waive all rights, without exception or reservation of any kind whatsoever, to file any further claim or request for equitable adjustment of any type, for any reasonably foreseeable cause that shall arise out of or as a result of this Change Order or the impact of this Change Order on the remainder of the Work under this contract.

Seller agrees to perform the above-described work in accordance with the above terms and in compliance with applicable Sections of the Contract Documents.

This Change Order is hereby agreed to, accepted and approved, all in accordance with the General Conditions of the Contract Documents.

CITY OF SIMI VALLEY DEPARTMENT OF PUBLIC WORKS

SELLER: NEW FLYER OF AMERICA, INC.

Ben Gonzales Date
Deputy Public Works Director (Transit)

Jennifer McNeill Date
Vice President, Sales & Marketing

Ronald K. Fuchiwaki Date
Public Works Director

Samantha C. Argabrite Date
City Manager

PRICE CHANGE SUMMARY



Customer Name: SIMI VALLEY, CITY OF

SR No: SR-3133

Contract/Ref No:

Bus Quantity: 6

Date: December 9, 2025

Price Change No: 3133-1

Currency: USD

Current Approved Price Changes - Included in Bus Price		
SRCR No	Change Description	Per Bus Price
251839	Transfer Cutter	\$ (224.91)
251890	HVAC Air Purification System	\$ 3,066.30
252057	Radio provision only	\$ 156.51
252119	AVL/Syncromatics provisions.	\$ (23,312.95)
252502	Overhead charge bars	\$ 27,520.09
252620	Rear charge port - street side	\$ 5,489.49
Approved Price Changes 3133-1		\$ 12,694.53

Price Change Summary - Final Bus Price		
Item Description	Total Per Bus	Extended Total
Original Contract Bus Price	\$ 1,227,294.00	\$ 7,363,764.00
Previously Approved Price Change Summaries		
Current Approved Price Changes - Included in Bus Price	\$ 12,694.53	\$ 76,167.18
New Bus Price with Approved Changes	\$ 1,239,988.53	\$ 7,439,931.18

Authorized Signatures:

New Flyer Authorization:

Property Authorization:

Signature: 

Signature: _____

Name: Steve Young

Name: _____

Title: VP of Finance

Title: _____

Date: December 16, 2025

Date: _____