



May 26, 2026

To: Members of the Board of Directors

From: Darrell E. Johnson, Chief Executive Officer

Subject: Approval to Release Request for Proposals for Compressed Natural Gas Fueling Station Operation and Maintenance

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Overview

The Orange County Transportation Authority requires contracted services for the operation and maintenance of compressed natural gas fueling stations that support compressed natural gas buses operating throughout Orange County. Staff is requesting Board of Directors' approval to release a request for proposals for operation and maintenance services for compressed natural gas fueling stations located at the Anaheim, Garden Grove, and Santa Ana bus bases.

Recommendations

- A. Approve the proposed evaluation criteria and weightings for Request for Proposals 250282, to select a firm to provide services for compressed natural gas fueling station operation and maintenance.
- B. Approve the release of Request for Proposals 250282 for operation and maintenance for compressed natural gas equipment for a three-year initial term with two, one-year option terms.

Discussion

The Orange County Transportation Authority (OCTA) currently operates a fleet of 481 compressed natural gas (CNG)-powered buses in fixed-route service. In order to meet the daily fueling demand of these buses, each fixed-route base is equipped with a CNG fueling station. Natural gas is provided by the Southern California Gas Company to OCTA's four fixed-route bus bases, where it is then compressed and dispensed into high-pressure tanks on board CNG buses. The CNG compression and dispensing equipment operation and maintenance (O&M) is provided under contract at each facility. OCTA is responsible for providing natural gas, electrical power, and personnel for dispensing fuel into the buses. The facilities at the Anaheim, Garden Grove, and Santa Ana bus bases

are contracted under one agreement, and the facility at the Irvine Sand Canyon bus base is contracted under a separate agreement. This procurement is for the O&M of the CNG equipment at the Anaheim, Garden Grove, and Santa Ana bases.

The scope of work for the O&M agreement requires the firm to furnish qualified personnel, parts, and materials sufficient to operate and maintain the CNG fueling stations in accordance with all federal, state, and local regulatory agencies, while providing capabilities to fuel the OCTA fleet per established specifications.

Procurement Approach

OCTA's procurement policies and procedures require that the Board of Directors (Board) approve all request for proposals (RFP) over \$1 million, as well as approve the evaluation criteria and weightings. Staff is requesting Board approval of the draft RFP and evaluation criteria and weightings, which will be used to evaluate proposals received in response to the RFP.

The proposed evaluation criteria and weightings are as follows:

- Qualifications of the Firm 30 percent
- Staffing and Project Organization 15 percent
- Work Plan 25 percent
- Cost and Price 30 percent

Several factors are considered in developing the criteria weightings. A higher level of importance has been assigned to the qualifications of the firm to emphasize the importance of the proposing firms' related experience in CNG fueling station O&M, with a proven history in successfully completing similar services efficiently. The staffing and project organization criterion is assigned a 15 percent weighting to ensure the proposed staff is knowledgeable and experienced in preventative maintenance and other requested services. The work plan is weighted at 25 percent to ensure the proposing firms demonstrate understanding and approach to accomplish the work specified in the scope of work. Cost and price criterion, weighted at 30 percent, is also a critical requirement for firms to demonstrate competitiveness in pricing to carry out the required turn-key services.

The contract for this procurement will be a three-year initial term with two, one-year option terms. The total budget for the initial term of this project is anticipated to be approximately \$2,181,165.

This RFP will be released upon Board approval of these recommendations.

Fiscal Impact

The project was approved in OCTA's Fiscal Year 2026-27 Budget, Transit Division, account nos. 2166-7611-D3103-F59 and 2166-7611-D3107-F59, and is funded with Federal Transit Administration Formula 5337 State of Good Repair Grant Program.

Summary

Board of Directors' approval is requested to release RFP 250282 for compressed natural gas fueling station operation and maintenance, as well as approval of proposed evaluation criteria and weightings.

Attachment

- A. Draft Request for Proposals (RFP) 250282 Compressed Natural Gas Fueling Station Operation and Maintenance

Prepared by:



Cliff Thorne
Director of Maintenance
714-560-5975

Approved by:



Johnny Dunning Jr.
Chief Operating Officer
714-560-5710



Pia Veasapen
Director, Contracts Administration
and Materials Management
714-560-5619