

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**



**DEPARTMENT:** Sun Metro – Mass Transit  
Purchasing & Strategic Sourcing  
**AGENDA DATE:** September 3, 2025  
**PUBLIC HEARING DATE:** NA  
**CONTACT PERSON NAME:** Anthony R. DeKeyzer, Director of Mass Transit  
Claudia A. Garcia, Director  
**PHONE NUMBER:** (915) 212-3306  
**PHONE NUMBER:** (915) 212-0043  
**DISTRICT(S) AFFECTED:** All

**SUBJECT:**

Discussion and action on the request that the Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) for solicitation 2025-0498 New Flyer Training to New Flyer of America, Inc. the sole source of New Flyer Bus Training for a term of three (3) years for an estimated amount of \$354,375.00. Supplier will be required to provide an updated sole source letter and affidavit each year.

**BACKGROUND / DISCUSSION:**

This contract will allow Sun Metro to support the training program and keep the Technicians up to date with the new bus models.

**COMMUNITY AND STAKEHOLDER OUTREACH:**

NA

**SELECTION SUMMARY:**

Non-Competitive Procurement under Local Government General Exemption: Section 252.022 - (7) a procurement of items that are available from only one source, including: (A) items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies.

**CONTRACT VARIANCE:**

NA

**PROTEST**

No protest received for this requirement.

**PRIOR COUNCIL ACTION:**

NA

**AMOUNT AND SOURCE OF FUNDING:**

Amount: 354,375.00

Funding Source: Sun Metro Operating Fund

Account: 560-3200-60050-522140-P6017

2025-0498 New Flyer Training

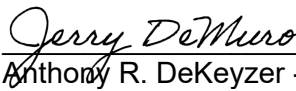
**REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:**

Report any contributions or donations to City Council of an accumulated total of \$500 or more. Report the name of the elected official and the amount.

NAME	AMOUNT (\$)
Form was provided to the applicant	N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

 Deputy Transit Officer for  
Anthony R. DeKeyzer - Director of Mass Transit

  
Claudia A. Garcia – Director of Purchasing & Strategic Sourcing

Project Form  
Non-Competitive

\*\*\*\*\*Posting Language Below\*\*\*\*\*

Please place the following item on the Regular Agenda for the Mass Transit Board Meeting of September 3, 2025.

**Award Summary:**

Discussion and action on the request that the Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) for solicitation 2025-0498 New Flyer Training to New Flyer of America, Inc, the sole provider of New Flyer Bus Training for a three (3) year term and for a total estimated amount of \$354,375.00. Supplier will be required to provide an updated sole source letter and affidavit each year. This contract will allow Sun Metro to support the training program and keep Technicians up to date with the new bus models.

**Contract Variance:**

No Contract Variance

Department:	Sun Metro – Mass Transit
Award to:	New Flyer of America, Inc.
City & State:	St. Cloud, MN
Item(s):	All
Initial Term:	3 Years
Total Contract Time:	3 Years
Initial Term Estimated Award:	\$354,375.00
Total Estimated Award:	\$354,375.00
Account(s):	560-3200-60050-522140-P6017
Funding Source(s):	Sun Metro Operating Fund
District(s):	All

Non-Competitive Procurement under Local Government General Exemption: Section 252.022 - (7) a procurement of items that are available from only one source, including: (A) items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies.

The Purchasing & Strategic Sourcing and Mass Transit (Sun Metro) Departments recommend award as indicated to New Flyer of America, Inc., under the exemption listed above.

It is requested that the City Manager be authorized to establish the funding sources and execute any and all documents necessary for execution of this award.



## PURCHASING & STRATEGIC SOURCING DEPARTMENT

### SOLE SOURCE AFFIDAVIT

THIS IS AN OFFICIAL PURCHASING DOCUMENT-RETAIN WITH PURCHASE ORDER FILE

Before me, the undersigned official, on this day, personally appeared a person known to me to be the person whose signature appears below, whom after being duly sworn upon his/her oath deposed and said:

1. My name is Jennifer McNeill. I am over the age of 18, have never been of a convicted crime and am competent to make this affidavit.
2. I am an authorized representative of the following company or firm: New Flyer of America Inc.
3. The above named company or firm is the sole source for the following item(s), product(s) or service(s):  
Heavy Duty CNG Bus Maintenance Training
4. Competition in providing the above named item(s) product(s), service(s) is precluded by the existence of a patent, copyright, secret process or monopoly as stated under Section 252.022, Subchapter A of the Local Governmental Code 7A or as provided for under 7B-F of the same section. Also, attached hereto is a sole source letter, which sets forth the reasons why this Vendor is a sole source provider (dated and signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
6. **Note: This Vendor understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible Vendor on this and future purchases and may result in discontinuation of any/all business with the City of El Paso.**

Jennifer McNeill  
Signature

SUBSCRIBED AND SWORN to before me on this 5<sup>th</sup> day of March, 2025

Christy L. Davidson  
A Notary Public for the Province of Manitoba.  
My Commission Expires: May 19, 2025  
711 Kernaghan Avenue  
Winnipeg, Manitoba R2C 3T4

Christy L. Davidson  
NOTARY PUBLIC

PRINTED NAME

MY COMMISSION EXPIRES

COMPANY NAME: New Flyer of America Inc.

ADDRESS, CITY, STATE & ZIP CODE 6200 Glenn Carlson Drive, St Cloud, MN, 56301

PHONE: (320) 203-0576 FAX NUMBER: (320) 203-4778

CONTACT NAME AND TITLE: Juan Rodriguez, Business Segment Director

WEB ADDRESS: www.newflyer.com EMAIL: juan\_rodriguez@newflyer.com

FEDERAL TAX ID NUMBER: 45-0414949 TEXAS SALES TAX NUMBER: 14504149494