

To: Board of Directors

Date: March 14, 2013

From: Bill Churchill
Director of Transportation

Reviewed by:

SUBJECT: County Connection Paratransit Service Contract

Summary

In the fall of 2012, the Board had a workshop on paratransit service delivery options and paratransit organizational options. At that workshop, the Board was told that the existing County Connection contract for paratransit services with First Transit expired on June 30, 2013. However, it does not. The current contract allows for one more one-year extension. The O&S Committee and staff have had two discussions regarding the timing for going out to bid for a new paratransit service agreement once the current contract expires.

In short, the O&S Committee and staff think we should pursue the last option for a one-year extension of the existing contract. This will allow us to develop a more thoughtful Request for Proposal (RFP) for paratransit service delivery to be released late this fall. Such an RFP would lead to an award of contract(s) in early 2014 for a July 1, 2014 implementation. This would also provide us with additional time for a smooth transition from the existing provider to any new providers(s) should that be the outcome of the new RFP.

Attached, please find a memo that went to the O&S Committee this month that will provide you with additional detail on this subject.

Action Requested

No action is requested. Staff intends to negotiate a final one-year extension to our current contract with First Transit over the next couple of months. We will bring a recommendation for that to the O&S Committee and then the Board of Directors sometime in April or May.

TO: O & S Committee

DATE: February 20, 2013

FROM: Bill Churchill
Director of Transportation

SUBJECT: LINK-Contract Extension III

Background

In December 2012 staff intended to discuss with the committee the development of a timeline for the purpose of creating a Request for Proposals (RFP) for paratransit operations and maintenance. After the committee's packet was mailed, staff realized the current contract with First Transit still had another one year extension that could be exercised. Because we have this extension opportunity, we believe we should extend the contract for one more year. This will give us an extra six months to prepare a thoughtful and comprehensive approach to developing a new RFP for paratransit operations and maintenance.

Given the strong interest in using the RFP process to facilitate and promote improvements to our paratransit service delivery, the more time we take with developing that process, the better result we are likely to get.

In short, if we exercise the last option on the existing contract, we have the summer and fall to develop a new RFP with a late fall of 2013 release. This would give us ample time to thoroughly review proposals and implement a change in providers if we found that to be in our best interests. It would also give us more time to fully understand what we want to ask for in the new RFP.

Previous Board and Committee Discussion

A paratransit workshop was held for the Board of Directors in the fall of 2012. At that workshop, different service delivery models were examined and discussed as well as different organizational approaches (i.e greater paratransit coordination). The general sentiment of the Board as expressed at the workshop was that we should pursue greater opportunities for organizational reform and coordination more so than different or alternative service delivery models. Ultimately, the Board expressed concern that paratransit carries our most fragile passengers and that we needed to keep that thought up front as considered ways of improving service.

The Board was told that we needed to go out to bid prior to July 1, 2013. However, we now know that we don't need to do so until July 1, 2014. As previously stated to the O&S

Committee, staff believes we should take the extra year to allow ourselves maximum time in developing a new RFP for paratransit operations and maintenance.

Furthermore, as suggested by members of the O&S Committee at a recent meeting, staff believes we should take the time to have a follow up workshop on paratransit with the full Board as first step to developing the new RFP.

Requested Action

Staff requests the O&S Committee report back to the full Board with the following:

- That they have directed staff to negotiate a one year (the last year) final extension of the current paratransit contract with First Transit for consideration at the O&S Committee and then the Board in April and/or May.
- That we wish to have the Board have one more paratransit workshop prior to us developing the new RFP for service. This would occur in the summer prior to work beginning on the new RFP.
- That staff will continue to research new ideas on paratransit service delivery and organizational approaches that take advantage of the soon to be completed Contra Costa Mobility Management Study as well other things going within the transit industry.