



CITY COUNCIL AGENDA REPORT

MEETING DATE: SEPTEMBER 20, 2011

ITEM NUMBER:

SUBJECT: SENIOR MOBILITY PROGRAM DRIVER SERVICES AWARD OF CONTRACT

DATE: SEPTEMBER 07, 2011

FROM: ADMINISTRATIVE SERVICES DEPARTMENT/RECREATION DIVISION

PRESENTATION BY: LISA MCPHERSON, RECREATION SUPERVISOR

FOR FURTHER INFORMATION CONTACT: DONNA THERIAULT, 714-754-5636

RECOMMENDATION:

Approve a Professional Services Agreement with Western Transit Systems, Inc. (Attachment 1) to provide driver services for the Costa Mesa Senior Mobility Program for three (3) years, with one optional two-year (2) extension, and authorize the Mayor to sign on behalf of the City.

BACKGROUND:

The Orange County Transportation Authority (OCTA) provides Measure M, ½ cent sales tax revenues to cities who wish to operate local senior transportation programs. OCTA has been providing the Senior Mobility Program funds to the City since 2002. On May 17, 2011, City Council approved a renewed, five (5) year agreement with OCTA to receive Senior Mobility Program funding (Attachment 2) to operate a transportation service for Costa Mesa seniors through 2016.

Since 2002, and through two (2) subsequent formal bid processes, Western Transit Systems has remained the most responsible and lowest cost provider of driver services for Costa Mesa's Senior Transportation Program. Western Transit drivers operate the City-owned, para-transit vehicle (donated by OCTA) Monday through Friday, transporting seniors to the Senior Center for congregate meals and other activities at the Center.

ANALYSIS:

The current Professional Services Agreement with Western Transit expires as of September 30, 2011. Western Transit has been the most responsible respondent and markedly the lowest cost provider of the driver services for the City's past Request for Proposals bid solicitation processes, for each of which the City has received only two proposals. Therefore, staff has determined there is no reasonable expectation of a different response to another formal bid solicitation and as a cost saving measure in avoiding the RFP process, staff has proposed utilizing an inter-agency cooperative purchasing procedure for the driver services and foregoing the costly formal bid process.

City Resolution 94-11 authorizes Finance staff to enter into cooperative purchasing agreements, and also to share the right to purchase against the bids and agreements of other public agencies.

In June 2010, the City of Seal Beach conducted a formal RFP solicitation for their Senior Transportation Program. On November 08, 2010, the Seal Beach City Council approved a Professional Services Agreement (PSA) with Western Transit Systems, Inc. (Attachment 3) to provide transportation services for the Seal Beach Senior Transportation Program. The contract awarded to Western Transit by the City of Seal Beach included the driver services that the City of Costa Mesa is seeking. Staff contacted Western Transit and requested inter-agency pricing for only the driver services, based on the pricing structure in the contract awarded by the City of Seal Beach. Western Transit responded with pricing (Attachment 4) that on average represents a nominal hourly savings when compared to the averaged pricing extended to Seal Beach.

Western Transit is an Orange County based company providing specialized transportation services for over 25 years, and its parent company, Yellow Cab, has been providing transportation services since 1945. Western Transit currently provides contract transportation services to several Orange County cities and agencies.

Western Transit has provided very dependable service, and the City's Senior Mobility Program has been successful averaging over 900 passenger trips per month since October 1, 2002 when they began operation in Costa Mesa.

ALTERNATIVES CONSIDERED:

The City may choose to not award the driver services contract to Western Transit Systems, issue a formal RFP and proceed with a full RFP solicitation process.

The City may choose to hire additional City staff to provide this service.

The City may choose to terminate the senior transportation service and return all Senior Mobility Program funds to OCTA.

FISCAL REVIEW:

The City is currently paying Western Transit \$30.63 per service hour, for up to 2,286 annual hours, for a not to exceed amount of \$70,020.

The service rate proposed to Costa Mesa through the inter-agency cooperative agreement with the City of Seal Beach, for the 3-year term up to 2,295 annual hours per year, is \$31.21 per hour for the first year, \$31.84 per hour for the second year, and \$32.47 per hour for the third year, for a total three year cost of \$219,225. Average rate for Costa Mesa for the three-year agreement is \$31.84 per hour.

OCTA has agreed to provide \$83,053 per year in Senior Mobility Program funds over the same 3 year period for a total grant allocation of \$249,159.

The cost of the Senior Mobility Program driver services has been approved in the FY 11-12 Recreation Division general fund budget.

LEGAL REVIEW:

Legal has prepared and reviewed the Professional Services Agreement as to form.

CONCLUSION:

Staff recommends City Council approve the Professional Services Agreement with Western Transit Systems, Inc. for the Costa Mesa Senior Mobility Program for three (3) years with one optional two (2) year extension, and authorize the Mayor to sign on behalf of the City.

LISA MCPHERSON
Recreation Supervisor

TAMMY LETOURNEAU
Interim Administrative Services Director

BOBBY YOUNG
Finance and IT Director

DISTRIBUTION: City CEO
Costa Mesa Senior Center Executive Director

- ATTACHMENTS:
1. [PSA with Western Transit](#)
 2. [May 17, 2011 City Council Consent Calendar Agenda and Action Minutes](#)
 3. [November 08, 2010 PSA with Seal Beach](#)
 4. [Western Transit Systems, Inc. Driver Services Pricing Proposal](#)