

S T A F F R E P O R T

SUBJECT: Paratransit Operations and Maintenance Contract

FROM: Toan Tran, Director of Operations and Innovation

DATE: June 6, 2022

Action Requested

Authorize the Interim Executive Director to enter into an MOU with Central Contra Costa Transit Authority (CCCTA) and award a joint Paratransit Operations and Maintenance (O&M) to Transdev, for a period of four base years with one additional option year, commencing on July 1, 2022.

Background

In February 2021, the Board of Directors approved a one-year pilot project, in which CCCTA and LAVTA, would consolidate services, and County Connection would manage LAVTA Paratransit services, using one contractor. An Ad Hoc Committee was formed to oversee the project and receive reports from staff to determine the success of the project. In December 2021, both the County Connection Board and LAVTA Board approved the release of a joint Request for Proposals (RFP) in which both services would be operated by one contractor, and both agencies would continue to share resources, while leveraging cost and streamlining the service for end-users.

The RFP was released on January 13, 2022 and proposals were due on April 6, 2022. A virtual pre-proposal conference with 12 participants was held on January 26. Two proposals were received from the following firms:

- Transdev
- Rydetrans

Discussion

In order to select a qualified firm that offers the “Best Value,” proposals were rated in six categories and assigned points (1,100 total) as noted below.

Evaluation Criteria	Scoring
Financial viability, firm experience, and corporate support	250
Qualification/experience of key personnel, thoughtful leadership	250
Creative approach/integration and value added	100
Service improvement/implementation plan	200
Reasonable cost	200
Retention of current employees	Bonus Points 100

The evaluation committee consisted of Rashida Kamara (CCCTA), Toan Tran (LAVTA), Jeanne Krieg (Tri Delta Transit), Rob Thompson (WestCAT), and Christian Kent (ADA Consulting). The committee reviewed the technical proposals to determine the relative strength of each firm. Both firms provided excellent implementation plans and creative approaches in their proposals. The panel reviewed the proposals in early-April and subsequently conducted interviews via teleconference on April 13 with the two proposers, including their proposed key staff. Following evaluation of the written proposals and interviews, the panel indicated the overall consensus that CCCTA and LAVTA would be best served by Transdev, whose overall score was 1,010 points to 828 points of Rydetrans.

Because of its proposed management team's tenure with CCCTA and LAVTA systems, Transdev ranked higher in most categories. In addition, Transdev proposed several technology upgrades, including same day trip booking and chatbox, and competitive wages for its staff to help with retention. Some of the highlights from Rydetrans' proposal include local corporate support and using in-house vehicles and operators for LAVTA's service. Given that Transdev is the incumbent, a contract transition will not be required, thus minimizing service disruption.

Budget

Due to uncertainties with service demand, the cost is structured in four tiers to allow flexibility in the event service levels fluctuate. The tier ranges from 65% pre-COVID level to 100% pre-COVID level. Similar to the current contract, monthly cost comprises of fixed fee and variable cost. The contract term includes a four-year base plus a one-year option.

As a result of LAVTA and CCCTA sharing resources, the fixed fee will be allocated 75% to CCCTA and 25% to LAVTA. These percentages are calculated based on each agency's revenue hours as a percentage of the total. In addition to the fixed fee, the software fee for Trapeze licenses and maintenance will also be allocated. It is anticipated that LAVTA will follow Tier 3 for the first year of the contract, from July 1, 2022 to June 30, 2022. The annual cost estimate is \$1,789,759, which is much lower than anticipated. This includes variable cost of \$1,044,200, fixed fee of \$726,434, and software fee of \$19,125.

Fiscal Impact

Expenses associated with the first year of the new MOU with CCCTA and contract with Transdev is included in the FY 2022-23 budget. The approved budget was \$3,231,200.

Recommendation

Staff recommends that the Board of Directors authorize the Interim Executive Director to enter into an MOU with Central Contra Costa Transit Authority (CCCTA) and award a joint Paratransit Operations and Maintenance (O&M) Contract to Transdev, for a period of four base years with one additional option year, commencing on July 1, 2022.

Attachment

1. Resolution 28-2022 – MOU with CCCTA

Approved: _____

RESOLUTION 28-2022

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AUTHORIZING THE INTERIM EXECUTIVE DIRECTOR TO ENTER IN AN MOU
WITH CENTRAL CONTRA COSTA TRANSIT AUTHORITY (CCCTA) AND AWARD
A JOINT PARATRANSIT OPERATIONS AND MAINTENANCE CONTRACT TO
TRANSDEV**

WHEREAS, In February 2021, the Board of Directors approved a one-year pilot project, in which CCCTA and LAVTA, would consolidate services, and CCCTA would manage LAVTA Paratransit services, using one contractor; and

WHEREAS, an Ad Hoc Committee was formed to oversee the project and receive reports from staff to determine the success of the project; and

WHEREAS, in December 2021, both the County Connection Board and LAVTA Board approved the release of a joint Request for Proposals (RFP) in which both services would be operated by one contractor, and both agencies would continue to share resources, while leveraging cost and streamlining the service for end-users; and

WHEREAS, the RFP was released on January 13, 2022 and proposals were due on April 6, 2022; and

WHEREAS, two proposals were received from Transdev and Rydetrans; and

WHEREAS, following evaluation of the written proposals and interviews, the panel indicated the overall consensus that CCCTA and LAVTA would be best served by Transdev;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority to authorize the Interim Executive Director to enter into an MOU with CCCTA and award a joint Paratransit Operations and Maintenance (O&M) Contract to Transdev, for a period of four base years with one additional option year, commencing on July 1, 2022, in a form approved by Legal Counsel; and

PASSED AND ADOPTED this 6th day of June 2022.

Karla Brown, Chair

Attest:

Tamara Edwards, Interim Executive
Director