



# City of San Leandro

Meeting Date: September 4, 2018

## Staff Report

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**File Number:** 18-421

**Agenda Section:** CONSENT CALENDAR

**Agenda Number:** 8.Q.

**TO:** City Council

**FROM:** Jeff Kay  
City Manager

**BY:** Jeanette Dong  
Recreation and Human Services Director

**FINANCE REVIEW:** David Baum  
Finance Director

**TITLE:** Staff Report for a City of San Leandro City Council Resolution to Authorize the City Manager to Execute Amendment No. 2 to a Contractual Services Agreement with MV Transportation, Inc. for Paratransit Transportation Services to Extend the Term of Services to September 30, 2018 and to Increase the Amount of Compensation by \$60,000 for a Total Not to Exceed Amount of \$468,380 (provides for shuttle services for the Flex Shuttle Program using Measures B and BB funds in Account No. 150-36-001-5640)

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### SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council authorize the City Manager to execute Amendment No. 2 to the contractual services agreement with MV Transportation, Inc. to continue paratransit transportation services for the FLEX Shuttle Program until the Measures B/BB Paratransit Services: FLEX Shuttle Service Request For Proposal (RFP) No. 56946 is awarded.

### BACKGROUND

The City of San Leandro has utilized MV Transportation, Inc. to provide shuttle services for the FLEX Shuttle Paratransit program since 2003. MV Transportation, Inc. currently provides two shuttles and drivers to operate the program alongside a North Route and South Route within San Leandro. Aside from City holidays, the shuttle service runs regular service hours from 9:00 a.m. - 5:00 p.m., Monday - Friday. The FLEX Shuttle program is open to San Leandro residents who are 60 years and older or at least 18 years old and East Bay Paratransit certified. Currently, 258 people have valid annual memberships for the 2017-2018 fiscal year. Funding for this program is received through the Alameda County voter-approved Measures B and BB. In November 2016, Council approved an agreement to provide paratransit services from November 1, 2016 - June 30, 2018. Measure B/BB Paratransit Services: FLEX Shuttle Service RFP No. 56946 was closed to bidders as of April 20, 2018 and is currently under staff review for selection, notification, and award of contract; staff recommends amending this contract to continue the services from

July 1, 2018 to September 30, 2018.

The goal of the FLEX Shuttle Program is to deliver quality paratransit shuttle services to San Leandro residents, including on-time service, high quality customer service, appropriate vehicle maintenance, and service flexibility to improve service to riders. San Leandro Senior Services staff accepts ongoing feedback from riders, as well as focus groups and written surveys regarding customer satisfaction with MV Transportation, Inc.'s service. Staff also communicates with MV Transportation staff regularly to ensure proper service.

### **Previous Actions**

- On November 7, 2016 by Resolution No. 2016-149, the City Council approved a contractual services agreement with MV Transportation for paratransit services for an amount not to exceed \$175,020 for Paratransit Transportation Services
- On June 5, 2017 by Resolution No. 2017-080, the City Council authorized the City Manager to execute Amendment No. 1 to the contractual services agreement with MV Transportation to extend the term through June 30, 2018 and increase the amount of total compensation by \$233,360 to a total amount not to exceed \$408,380 for paratransit services.

### **Fiscal Impacts and Budget Authority**

Exhibit B in the Agreement provides the Compensation Schedule from July 1, 2017 through June 30, 2018. The proposed amendment keeps the hourly rate of \$58.34 as reflected in the current agreement. The total compensation for this agreement will not exceed \$468,380, based on a 4,000 hours/year cycle and is funded by Measure B and BB in Account Number 150-36-001-5640 of the 2018-19 adopted budget.

### **Attachment(s) to the Resolution**

- Amendment No. 2 to the Contractual Services Agreement with MV Transportation, Inc.

**PREPARED BY:** Ely Hwang, Manager, Recreation and Human Services Department



# City of San Leandro

Meeting Date: September 4, 2018

## Resolution - Council

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**File Number:** 18-422 **Agenda Section:** CONSENT CALENDAR

**Agenda Number:**

**TO:** City Council

**FROM:** Jeff Kay  
City Manager

**BY:** Jeanette Dong  
Recreation and Human Services Director

**FINANCE REVIEW:** David Baum  
Finance Director

**TITLE:** RESOLUTION of the City of San Leandro City Council to Authorize the City Manager to Execute Amendment No. 2 to a Contractual Services Agreement with MV Transportation, Inc. for Paratransit Transportation Services to Extend the Term of Service to September 30, 2018 and to Increase the Amount of Compensation by \$60,000 for a Total Not to Exceed Amount of \$468,380 (provides for shuttle services for the Flex Shuttle Program using Measures B and BB funds in Account No. 150-36-001-5640)

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**WHEREAS**, an Agreement dated November 1, 2016 exists between the City of San Leandro and MV Transportation, Inc.; and

**WHEREAS**, the City Council supports the shuttle program and allows these services to be available for the disabled, 60-years or older, or East Bay Paratransit certified; and

**WHEREAS**, the City supports the mobility of seniors and the disabled; and

**WHEREAS**, the City receives funding for these services through the Alameda County voter-approved Measures B and BB; and

**WHEREAS**, the Parties wish to amend the Agreement to extend the Term of Services to September 30, 2018, and to increase the not to exceed amount by \$60,000, for a total not to exceed amount of \$468,380; and

**WHEREAS**, the City Manager recommends approval of said amendments to the agreement.

**NOW THEREFORE**, the City Council of the City of San Leandro does RESOLVE as follows:

That said amendments are hereby approved and execution by the City Manager is hereby authorized.

**AMENDMENT NO. 2 TO NON-PROFESSIONAL SERVICES AGREEMENT BETWEEN  
THE CITY OF SAN LEANDRO AND  
MV TRANSPORTATION, INC.  
FOR  
PARATRANSIT TRANSPORTATION SERVICES**

This **Amendment No. 2** ("Amendment") is made by and between the City of San Leandro ("City") and MV Transportation, Inc. ("Contractor") (together sometimes referred to as the "Parties") as of June 28, 2018, and amends that certain Non-Professional Services Agreement ("Agreement") dated November 1, 2016, between the Parties.

**WHEREAS**, City and Contractor have executed the Agreement, pursuant to which Consultant has provided certain contract services to City with regard to providing paratransit transportation services to eligible senior citizens and people with disabilities; and

**WHEREAS**, Contractor has successfully fulfilled contractual agreement for the past year without an increase in unit costs; and

**WHEREAS**, the Parties desire to amend the Agreement to extend the Term of Services from July 1, 2018 to September 30, 2018.

**NOW THEREFORE**, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties hereby agree to amend the Agreement as follows:

1. Section 1.1 of the Agreement entitled "Term of Services" is hereby amended to extend the term from November 1, 2016 to September 30, 2018; and
2. Section 2 of the Agreement entitled "Compensation" is hereby amended to pay Contractor a sum not to exceed Four Hundred Sixty Eight Thousand, Three Hundred Eighty (\$468,380); and
3. Exhibit B of the Agreement entitled "Compensation Schedule & Reimbursable Expenses" is hereby amended to add Compensation Schedule for FY 2017-18 as attached hereto and incorporated herein by reference; and
4. All other terms shall remain in full force and effect.

This Amendment may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.


**SIGNATURES ON FOLLOWING PAGE**

The Parties have executed this Amendment as of the date first written above. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF SAN LEANDRO

CONTRACTOR

\_\_\_\_\_  
Jeff Kay, Acting City Manager

  
\_\_\_\_\_  
(name) Gary Richardson, Co-Interim CFO

Attest:


\_\_\_\_\_  
Marian Handa, Interim City Clerk

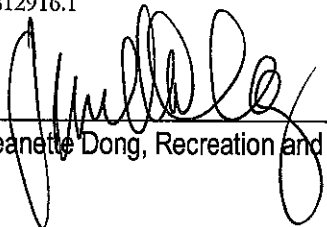
Approved as to Fiscal Authority:

\_\_\_\_\_  
David Baum, Finance Director

\_\_\_\_\_  
150-36-001-5640  
Account Number

Approved as to Form:

  
\_\_\_\_\_  
Richard D. Pio Roda, City Attorney  
2812916.1

  
\_\_\_\_\_  
Jeanette Dong, Recreation and Human Services Director

**EXHIBIT B**

**Compensation Schedule  
FY 2017-18**

Funding for the City of San Leandro paratransit program is entirely contingent upon successfully receiving Measure B and BB funding from the Alameda County Transportation Commission.

Compensation for services rendered is based on an hourly fee, total hours and annual cost are approximated for planning purposes.

<b>Hourly Fee</b>	<b>Annual Hours</b>	<b>FY 2017-18 Annual Cost</b>	<b>Total Contract Not to Exceed Cost</b>
\$58.34	4000	\$233,360	\$408,380