



# City of San Leandro

Meeting Date: June 17, 2019

## Staff Report

---

**File Number:** 19-345

**Agenda Section:** CONSENT CALENDAR

**Agenda Number:** 8.J.

**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 Resolution of the City Council for the City of San Leandro to Approve Amendment No. 1 to Extend the Term for the Contractual Services Agreement with MV Transportation for Paratransit Services from June 30, 2019 to December 30, 2019

---

### **SUMMARY AND RECOMMENDATION**

Staff recommends that the City Council authorize the City Manager to execute Amendment No. 1 to contractual services agreement with MV Transportation, Inc. to continue paratransit transportation services through December 30, 2019 for the FLEX Shuttle Paratransit Program.

### **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. to 5:00 p.m., Monday through 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, 216 people have valid annual memberships for the 2018-19 Fiscal Year.

### **ANALYSIS**

The goal of the FLEX Shuttle Program is to deliver quality paratransit shuttle services to San Leandro residents, including being on-time, providing quality customer service, appropriate vehicle maintenance, and making changes as needed to improve service to riders. San Leandro Senior Services staff solicit feedback through yearly focus groups and written surveys from current riders regarding their satisfaction with MV Transportation's service. Staff also communicates with MV Transportation staff regularly to ensure the program is operating as intended. Finally, the San Leandro FLEX Paratransit Services Expansion Study, which was

commissioned in January 2017 to evaluate current service areas, and neighborhoods, businesses and locations not served, is near completion and will help inform future service changes.

In November 2018, the City Council approved an agreement to provide paratransit services from January 1, 2019 to June 30, 2019. This amendment would extend the contract with MV Transportation through December 30, 2019.

**FISCAL IMPACTS AND BUDGET AUTHORITY**

Funding for this program is received through the Alameda County voter-approved Measures B and BB. The total compensation for this Amendment No. 1 is covered by the original agreement's not to exceed amount of \$450,445, as reflected on Exhibit B. Therefore, there is no fiscal impact or need for additional appropriation of funds to cover the new term of July 1, 2019 through December 30, 2019.

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



# City of San Leandro

Meeting Date: June 17, 2019

## Resolution - Council

---

**File Number:** 19-346 **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 Approve Amendment No. 1 to the Contractual Services Agreement with MV Transportation for Paratransit Services to Extend the Term to December 30, 2019

---

WHEREAS, MV Transportation has provided shuttle services for the FLEX Shuttle Program since 2003 in the City of San Leandro; 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 City has an existing FY 2018-19 contractual agreement with MV Transportation for said work and wishes to extend that contract through December 30, 2019; and

WHEREAS, the City Council is familiar with the terms of amendment no. 1; and

WHEREAS, the City Manager recommends approval of said amendment no. 1.

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

1. That said Amendment No. 1 extends the term of the agreement from June 30, 2019 to December 30, 2019 is hereby approved;
2. That the terms of the Amendment No. 1 will be memorialized in writing by the City Manager, subject to the approval of the City Attorney;

3. That the City Manager is authorized to execute said extension to the agreement with MV Transportation; and
  4. That an original executed Amendment No. 1 shall be provided to the City Clerk, and be attached to and made a part of this resolution.

**AMENDMENT NO. 1 TO NON-PROFESSIONAL SERVICES AGREEMENT BETWEEN  
THE CITY OF SAN LEANDRO AND  
MV TRANSPORTATION, INC.  
FOR  
PARATRANSIT TRANSPORTATION SERVICES**

This **Amendment No. 1** ("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 24, 2019, and amends that certain Non-Professional Services Agreement ("Agreement") dated January 1, 2019, 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, 2019 to December 30, 2019.

**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 July 1, 2019 to December 30, 2019; and
2. Exhibit B of the Agreement entitled "Compensation Schedule & Reimbursable Expenses" is hereby amended to add Compensation Schedule for FY 2019-20 as attached hereto and incorporated herein by reference; and
3. 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, City Manager

\_\_\_\_\_  
**MV Transportation, Inc.**

Attest:

\_\_\_\_\_  
Leticia Miguel, City Clerk

Approved as to Fiscal Authority:

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

\_\_\_\_\_  
150-36-001-5640/150-36-002-5640  
Account Number

Approved as to Form:

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

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

EXHIBIT B

**Compensation Schedule  
FY 2019-20**

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 2018-19 Cost (6 Months)</b>	<b>Total Contract Not to Exceed Cost</b>
\$72.10	4,165	\$150,148	\$450,445

**Amendment**

<b>Hourly Fee</b>	<b>Additional Hours per Extension term</b>	<b>Extension Cost July-December 2019</b>	<b>Total Contract Not to Exceed Cost</b>
\$72.10	2,083	\$150,184	\$450,445