



City of San Leandro

Meeting Date: December 16, 2019

Staff Report

File Number: 19-643 **Agenda Section:** CONSENT CALENDAR

Agenda Number: 8.E.

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 Approve Amendment No. 2 to Extend the Term for the Contractual Services Agreement with MV Transportation for Paratransit Services from December 31, 2019 to June 30, 2020

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 through June 30, 2020 for the FLEX Shuttle Paratransit Program until the San Leandro FLEX Paratransit Services Expansion Study is completed.

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. operates services from its fully functioning, 155 staffed and fleet equipped facility located in west San Leandro. 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, 223 people have valid annual memberships for the 2019-2020 Fiscal Year. Funding for this program is received through the Alameda County voter-approved Measures B and BB.

The San Leandro FLEX Paratransit Services Expansion Study is pending completion; staff recommends amending the contract to continue the services provided during December 31, 2019 to June 30, 2020.

Analysis

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

Previous Actions

- On November 19, 2018, the City Council by Resolution No. 2018-151 executed Non-Professional Services Agreement (NPSA) for Paratransit Transportation Services for the Term January 1, 2019 thru June 30, 2019 in the amount not to exceed \$450,445
- On June 17, 2019, the City Council by Resolution No. 2019-105 approved Amendment No. 1 to the NPSA for Paratransit Transportation Services to extend the term to December 30, 2019

Fiscal Impacts

Exhibit B in Amendment No. 2 provides the Compensation Schedule from December 31, 2019 through June 30, 2020, maintaining the hourly rate of \$72.10 per hour as reflected in the current agreement. No additional funding is required for Amendment No. 2 since the not to exceed amount of \$450,445, (funded by Measures B and BB) has been approved and appropriated by City Council in previous actions.

ATTACHMENT

Attachment to Related Legislative Files

- Amendment No. 2 to the Non-Professional Services Agreement

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



City of San Leandro

Meeting Date: December 16, 2019

Resolution - Council

File Number: 19-644 **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. 2 to the Contractual Services Agreement with MV Transportation for Paratransit Services from December 31, 2019 to June 30, 2020 (to extend the terms of the agreement for an amount not to exceed \$450,445.00)

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 2019-2020 (6 month) agreement with MV Transportation for said work and wishes to extend that contract through FY 2019-20; and

WHEREAS, the City Council is familiar with the terms of the agreement; and

WHEREAS, the City Manager recommends approval of said agreement.

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

That said amendment is 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 December 2, 2019, and amends that certain Non-Professional Services Agreement ("Agreement") dated July 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 December 31, 2019 to June 30, 2020.

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 December 31, 2019 to June 30, 2020; 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

MV TRANSPORTATION, INC.

Jeff Kay, City Manager

Erin Niewinski, Interim CFO
MV Transportation, Inc.

Attest:

Leticia I. Miguel, City Clerk

Approved as to Fiscal Authority:

David Baum, Finance Director

150-36-001-5640 and 150-36-002-5640
Account Number

Approved as to Form:

Richard D. Pio Roda, City Attorney

Jeanette Dong, Director
Recreation and Human Services

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.

Hourly Fee	Annual Hours	FY 2019-20 Cost (6 Months)	Total Contract Not to Exceed Cost
\$72.10	4,165	\$150,148	\$450,445

Amendment

Hourly Fee	Additional Hours per Extension term	Extension Cost December 31, 2019 to June 30, 2020	Total Contract Not to Exceed Cost
\$72.10	2,083	\$150,184	\$450,445