

RESOLUTION NO.

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION WAIVING THE REQUEST FOR PROPOSALS PROCESS AND JURY SERVICE ORDINANCE REQUIREMENTS, AND AUTHORIZING THE DIRECTOR OF THE OFFICE OF SUSTAINABILITY TO EXECUTE AN AGREEMENT WITH CHARIOT FOR THE PROVISION OF COMMUTER SHUTTLE SERVICES FOR A TERM OF OCTOBER 17, 2017 TO DECEMBER 31, 2018, IN AN AMOUNT NOT TO EXCEED \$1,200,000

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California,

WHEREAS, since 2016, the County has contracted for the provision of commuter bus service for County employees from the North County, East Bay, and South Bay; and

WHEREAS, service under the current contract will run through December 1, 2017, with a maximum contract amount of \$2,581,787; and

WHEREAS, since June 2017, the Office of Sustainability has undertaken a comprehensive review of the County's Commute Alternatives Program including review of the Commuter Bus Pilot Program; and

WHEREAS, as a part of the review, the County has retained Nelson\Nygaard, a commute programs consultant, to analyze existing conditions, conduct a peer review of industry best or proven practices, provide potential service delivery alternatives, and conduct an outreach campaign through surveys, focus groups, and tabling events

WHEREAS, based on Nelson/Nygaard's preliminary findings, it is recommended that the County continue to provide a commuter bus service from the East Bay and Northern San Mateo County with direct routes to County Center and the Medical Center and to eliminate the South Bay route due to low ridership as well as a lower density of county employees that live in the surrounding area; and

WHEREAS, to improve cost effectiveness and program efficiencies, it is recommended that the pick-up and drop off times be consolidated to maximize ridership per route and minimize underutilization of the vehicles; and

WHEREAS, the current service for the Commuter Bus Pilot Program is set to terminate on December 1, 2017, and the Office is still in the process of conducting its comprehensive review of the County's Commute Alternatives Program in its entirety with Nelson/Nygaard; and

WHEREAS, continuation of the Commuter Bus Pilot Program, without a break in service, would allow for the completion of a comprehensive review of the full Commute Alternatives Program by Spring 2018, after which, the County will conduct an RFP for commuter bus service to commence in January 2019 that incorporates all of the recommendations from the review; and

WHEREAS, the Office has taken steps to insure that the proposed contract reflects competitive service and pricing and understands from Nelson/Nygaard that a one year contract term is not standard in the commuter bus industry; and

WHEREAS, the Office solicited quotes from three commuter bus companies as recommended by Nelson/Nygaard and all three quotes provided costs for a 14

passenger vehicle, all were able to provide a bike rack for up to 5 bikes, all vehicles included WIFI, and all quotes included an application that would provide detailed analytics on ridership by route and time; and

WHEREAS, following review of the quotes received, the Office of Sustainability has determined that the quote from Chariot is the best offer due to an increased number of pick-up times in both the morning and afternoon, the ability to provide an ADA compliant vehicle within 48 hours, a fleet of back-up vehicles that can be deployed if the county assigned vehicles are in service or have mechanical issues while on route, and a fixed cost per vehicle inclusive of vehicle cost, salary and benefits, insurance, and fuel; and

WHEREAS, it is in the County's best interests to waive the RFP process because the proposed contract with Chariot is competitively priced and waiver of the RFP process will allow the new commuter bus vendor approximately six weeks before the contract's starting date to prepare to deliver the requested services; and

WHEREAS, it is recommended that the County enter into an agreement with Chariot for the provision of commuter bus services in an amount not to exceed \$1,200,000 for the period from October 17, 2017 to December 31, 2018; and

WHEREAS, the Contractor has a collective bargaining agreement with its represented employees to provide three days of paid jury duty leave and therefore it is requested that the Board waive the jury service ordinance requirement.,

WHEREAS, the Contractor has assured compliance with all other agreement provisions that are required by County ordinance and administrative memoranda

including, but not limited to, insurance, hold harmless, non-discrimination and living wage; and

WHEREAS, County Counsel has reviewed and approved this Resolution and Agreement as to form; and

WHEREAS, the Director of the Office of Sustainability requests a waiver of the Requests for Proposals process for the proposed one-year contract as well as waiver of the County's jury service ordinance provisions; and

WHEREAS, this Board has been presented with the Agreement and has examined and approved it as to both form and content and desires that the County enter into it.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors hereby waives the Request for Proposals process and jury service ordinance requirements; and

BE IT FURTHER RESOLVED that the Director of the Office of Sustainability is hereby authorized to execute an agreement with Chariot for the provision of the commuter bus services described therein for the term of October 17, 2017 to December 31, 2018 in an amount not to exceed \$1,200,000; and

BE IT FURTHER RESOLVED that the Director of the Office of Sustainability or his/her designee is authorized to execute subsequent amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and / or modify the contract term and / or services so long as the modified term or services is / are within the current or revised fiscal provisions.

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