



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Parks



Date: June 21, 2016
Board Meeting Date: August 9, 2016
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Marlene Finley, Parks Director

Subject: Agreement with MV Transportation, Inc. for the County Parks Shuttle Program

RECOMMENDATION:

Adopt a resolution authorizing an agreement with MV Transportation, Inc. to provide two County Parks shuttle buses for weekend services for the term of September 1, 2016 through August 31, 2018, in an amount not to exceed \$252,896.

BACKGROUND:

On February 23, 2016, this Board approved Resolution No. 074386 authorizing the Parks Department to submit a grant application for a County Parks Shuttle Bus Program to the San Mateo County Transportation Authority's (SMCTA) Call for Projects for a San Mateo County Shuttle Program FY 2016-2017 and FY 2017-2018.

On May 5, 2016, the SMCTA awarded a grant to the Parks Department for a two-year County Parks Shuttle Bus Program with weekend-only service to transport people in East Palo Alto, eastern Menlo Park and North Fair Oaks to the Edgewood Natural Preserve and Wunderlich County Parks. The grant matched by a donation from the San Mateo County Parks Foundation will fund most of the costs associated with the two shuttle buses. The Parks Department will fund the costs of a marketing plan, which includes the creation of brochures, and flyers and schedules in English and Spanish. The County Parks Maintenance Unit will produce shuttle bus stop signs and shuttle bus decals.

DISCUSSION:

On January 15, 2015, the Peninsula Traffic Congestion Relief Alliance (Alliance) and MV Transportation, Inc. executed a five-year agreement for contracted shuttle services. Member agencies can use the same agreement terms for shuttle bus agreements with MV Transportation, Inc. As San Mateo County is a member agency of the Alliance, we

can take advantage of the terms available through that Agreement. MV Transportation, Inc. is a national shuttle bus provider with extensive expertise and currently has a number of agreements with cities, school districts and corporations in San Mateo County for commuter and community shuttle. Due to MV Transportation, Inc.'s expertise and existing agreement with the Alliance that are advantageous and beneficial to the residents of San Mateo County, the recommendation is to waive the request for proposal process.

The proposed Agreement covers all costs incurred by the MV Transportation Inc. for buses, drivers, fuel and insurance for two County Park shuttle buses that will operate on weekends only. The driver will provide all ridership and National Transportation Database reports required by the SMCTA grant.

The Board is also requested to authorize the Parks Director to execute contract amendments to 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.

County Counsel has reviewed and approved the resolution and agreement as to form.

Approval of this resolution will contribute to the Shared Vision 2025 outcome of an Environmentally Conscious Community, as people in three communities of need on the County bayside will have opportunities to visit two County Parks without driving or exacerbating the shortage of available parking, while also reducing fuel emissions.

PERFORMANCE MEASURE(S):

Measure	FY 2015-16 Actual	FY 2016-17 Projected
Percentage of survey respondents rating quality of bus service good or better	0	75%

FISCAL IMPACT:

The Agreement has a not-to-exceed amount of \$252,896 for two County Parks shuttle buses for weekend services. Funding for the shuttle buses will come from a San Mateo County Transportation Authority grant and San Mateo County Parks Foundation donation for a combined total of \$251,056. The difference of \$1,840 is net county cost.