



Cover Memorandum/Staff Report

File #: 18-0550 CRA

Agenda Date: 2/25/2020

Item #: 7C.

TO: CRA Board of Commissioners
FROM: Ivan Cabrera, AICP, Redevelopment Manager
THROUGH: Renée A. Jadusingh, Esq., CRA Executive Director
DATE: February 25, 2020

FIRST AMENDMENT TO TRANSPORTATION SERVICES (FIXED ROUTE) AGREEMENT WITH FIRST TRANSIT, INC.

Recommended Action:

Approve the First Amendment for the Transportation Services (Fixed Route) Agreement with First Transit, Inc.

Background:

At the May 14, 2019 CRA Board Meeting, the CRA Board directed CRA staff to prepare an agreement with First Transit, Inc. for the Transportation Services (Fixed Route).

First Transit, Inc. started providing Fixed Route services on July 16, 2019, using E-85 vehicles. As part of the agreement, vehicles shall be a mid-sized shuttle with a minimum seating capacity of 14 passengers and be aesthetically acceptable.

At the December 10, 2019 CRA Board Meeting, the CRA Board directed CRA staff to negotiate the contract price for the remainder of the contract with First Transit, Inc. to continue using the current E-85 vehicles.

The First Amendment to Transportation Services (Fixed Route) Agreement includes the following:

- Extends the use of the E-85 vehicles for the remainder of the term until June 30, 2021
- Adjusts the hourly rate from \$55.28 to a \$46.73 per hour.
- The CRA will pay fuel at cost. First Transit will provide a monthly fuel report with fuel receipts which will be incorporated as part of the monthly invoice submitted to the CRA.
- Other costs included in the proposal are wrapping two (2) vehicles at \$12,080.00 total and seating reupholster for two (2) at \$10,000.00 total.

Staff recommends approval of the First Amendment to the contract with First Transit, Inc.

Attachment(s): Exhibit A - First Amendment to the Transportation Services (Fixed Route) Agreement; Exhibit B - Wrapped Vehicle Design

CRA Attorney Review:

The CRA Attorney has reviewed the Agreement as to form and determined it to be acceptable.

Finance Review:

N/A

Funding Source/Financial Impact:

Funding is available in the amount of \$1,400,000 - GL# 5230 - Transportation Services