



Item #5

November 26, 2014

MEMO TO: HERITAGE VALLEY POLICY ADVISORY COMMITTEE
FROM: AARON BONFILIO, PROGRAM MANAGER
SUBJECT: HERITAGE VALLEY TRANSIT SERVICE CONTRACT FOR FIXED ROUTE, DIAL-A-RIDE AND ADA PARATRANSIT

RECOMMENDATION:

- Approve for recommendation to the VCTC the draft five year Transit Services Contract with MV Transportation, for an amount not-to-exceed \$12,000,000.

BACKGROUND:

Pursuant to the Heritage Valley transit service Cooperative Agreement, VCTC is tasked with contract administration for the Heritage Valley transit service, including the administration and management of the transit operator selection process as well as negotiation and administration of the transit operations contract. The member agencies that make up the Heritage Valley Policy Advisory Committee (HVPAC), including the Cities of Santa Paula and Fillmore and the County of Ventura, fund the service and make recommendations to the Commission regarding the service. In accordance with section 6 of the Cooperative Agreement, VCTC may not approve the contract until the HVPAC *“has reviewed the final terms of the contract and made a recommendation to VCTC to act on the contract.”*

DISCUSSION AND RECOMMENDATION:

Following the initial selection and subsequent award, which was reaffirmed through the VCTC's Administrative Committee and the HVPAC meet-and-confer process, staff proceeded to negotiate the final terms of the contract for service with MV Transportation. The contract incorporates the Scope of Work as presented in the Request for Proposals and contains options for the HVPAC to further expand or modify services. If service is expanded, pricing for the expansion is pre-negotiated and firm when the time comes.

Additionally, MV Transportation has taken steps to ensure recruitment of the incumbent staff is done in a timely fashion. Staffing continuity was reaffirmed with new contractual provisions from VCTC that guarantees VCTC the right of review of candidates for key personnel positions, such as the maintenance manager and general manager, and that those selected are required to maintain their position with the contract for a period of not less than two years. MV Transportation has received interest from all but a few of the incumbent employees.

The final draft contract is attached for the HVPAC's review. Staff recommends that the HVPAC approve the contract for recommendation, which will then be presented to the Commission at the December 5, 2014, meeting.