

## REPORT TO THE CITY COUNCIL

**DATE:** MARCH 26, 2008

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** GREG RAMIREZ, CITY MANAGER

**BY:** LOUIS CELAYA, ASSISTANT TO THE CITY MANAGER

**SUBJECT:** EXTENSION OF AGREEMENT WITH FIRST TRANSIT INC., TO PROVIDE PARATRANSIT SERVICES (DIAL-A-RIDE)

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Attached for your consideration is a revised three-year agreement with First Transit, Inc., (formerly Laidlaw Transit Services) for paratransit services. First Transit, Inc. has been the City's contractor since 2003, providing demand response service and recreation transit to the community. The current agreement is scheduled to terminate on June 30, 2008, and staff and representatives from First Transit Inc., were able to negotiate the revised three-year agreement. Because of First Transit Inc.'s continued excellent service, responsiveness, and flexibility to both City and resident needs, staff is recommending the current agreement be extended for a period of three years. The agreement will commence on June 1, 2008 and conclude on June 30, 2011.

The agreement is essentially the same, with the current contract features such as direction for First Transit Inc. to prepare a report, every six months, appraising the City of the current condition of the Dial-A-Ride vans, direction to maintain a file of all fuel receipts for the duration of the contract for auditing purposes, and inclusion of language in the agreement that incorporates provisions in our paratransit agreement with Los Angeles County (i.e., proving insurance documentation to Los Angeles County and displaying fact sheets and flyers regarding the Safely Surrendered Baby Law). Changes to this agreement incorporate references to vehicle use in the paratransit service operation to be City owned vehicles, versus contractor owned vehicles, as the City was able to secure vehicle replacement funding from METRO. A few other minor modifications that have been incorporated into the current agreement and scope of work that will allow for continued and enhanced service are:

- Changes to the insurance amounts of General Comprehensive (from one (1) million to two (2) million) and Automobile Liabilities (from five (5) million to ten (10) million)
- 3.6% & 3.4% rate increases in years two and three, keeping with the Los Angeles-Riverside-Orange Counties All Urban Consumers Consumer Price Index with a not-to-exceed (NTE) amount set forth for each fiscal year
- Language listing the City as the legal owner of the vehicles and indicating First Transit Inc., as the registered owner of the vehicles for registration purposes (recommendation made by the California JPIA)
- Language providing City access to the vehicles for emergency or natural disaster scenarios in the event the contractor is unable to assist during this time
- Provisions for the contractor to have a "contractor owned vehicle" at its disposal as a backup vehicle to the existing fleet to accommodate for vehicle downtime and other incidentals

These modifications will have little or no bearing on the current scope of work. The proposed agreement has been reviewed by the City Attorney and approved as to form.

**RECOMMENDATION**

Staff recommends the City Council approve the attached agreement to extend paratransit services between First Transit, Inc., and the City of Agoura Hills from June 1, 2008 through June 30, 2011.

Attachment: Agreement with Exhibits A-E