



September 3, 2014

To: Fox Cities Transit Commission

From: Amy Erickson
Paratransit Coordinator/Operations Supervisor

Subject: Authorization to issue and advertise a request for proposal for providing Paratransit Services (ADA/Ancillary) to people with disabilities to be in compliance with the Americans with Disabilities Act (ADA), as well as elderly individuals age 60 and over residing in the Fox Cities portion of Outagamie County and the Appleton portion of Calumet and Winnebago Counties, and Connector services for 2015-2017 plus two one-year options.

Authorization for the General Manager to negotiate an extension of the existing contract with Running, Inc. to provide Paratransit (ADA/Ancillary) and Connector services, if necessary, while the RFP and selection processes are completed.

Background: Valley Transit's current contract with Running, Inc. to provide specialized transportation service to comply with the federal requirements of complimentary ADA service within $\frac{3}{4}$ mile of the fixed route service is expiring in December 2014. Also expiring is the contract with Running Inc. to provide ancillary elderly demand responsive service and the Connector service; a shared ride, advanced reservation, demand-response service designed to expand Valley Transit's service area by providing rides for customers outside of the fixed route service area and outside the fixed route service hours.

The contract with Running Inc. began in 2009 and ran through the end of 2011. In 2012, Valley Transit extended the original contract for two six-month periods as we worked out an agreement in which Valley Transit would directly purchase the fuel for Running in exchange for a reduction in the cost per ride. Contract optional years were exercised for 2013 and 2014.

In the past, Valley Transit has issued separate RFPs for the ADA and Connector services. In an attempt to control costs, we have decided to wrap the two services into one RFP. We feel that by combining the services, possible bidders should be able to better anticipate the overall scope and number of trips that they will be providing and, therefore, be able to anticipate their costs.

In the event that a new service provider is selected through the RFP process, or that the RFP process is not complete by December 2014, Running, Inc. has agreed in principal to continue to operate the services until the new contract period begins.

Recommendation: That the Fox Cities Transit Commission authorize Valley Transit to issue and advertise a request for proposal for Paratransit Services (ADA/Ancillary) providing specialized transportation service to people with disabilities to be in compliance with the Americans with Disabilities Act (ADA) and to elderly individuals age 60 and over residing in the Fox Cities portion of Outagamie County and the Appleton portion of Calumet and Winnebago Counties, and Connector Services for 2015-2017 plus two one year options.

Recommendation: That the Fox Cities Transit Commission authorize the General Manager to negotiate an extension of the current contracts with Running, Inc. to provide Paratransit (ADA/Ancillary) and Connector Services, if necessary, during the time it takes to complete the RFP process for 2015-2017.