

Date: May 27, 2015

To: Board of Directors

From: Neil McFarlane *Neil McFarlane*

Subject: RESOLUTION 15-05-25 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A MODIFICATION TO A CONTRACT WITH RIDE CONNECTION TO PROVIDE JOB ACCESS REVERSE COMMUTE SERVICES

1. Purpose of Item

The purpose of this item is to request the TriMet Board of Directors (“Board”) to authorize the General Manager to execute a modification to a contract with Ride Connection for Job Access Reverse Commute (JARC) transportation services

2. Type of Agenda Item

- Initial Contract
- Contract Modification
- Other _____

3. Reason for Board Action

Board approval is required for goods and services contracts obligating TriMet to pay in excess of \$500,000.

4. Type of Action:

- Resolution
- Ordinance 1st Reading
- Ordinance 2nd Reading
- Other _____

5. Background

The federally-funded regional JARC program improves mobility for low-income individuals and improves access to suburban job centers. In December 1999, the Federal Transit Administration (FTA) designated TriMet as the regional agency to pass through JARC grant funding to eligible entities. The JARC program was repealed under MAP-21; however, TriMet is continuing to draw down JARC funds received under the previous Federal Transportation Bill SAFETEA-LU.

The awarding of JARC grants is guided by policy and information in TriMet’s Employment Transportation Services Plan. The Job Access Advisory Committee

(made up of social service providers, transportation providers, Transportation Management Associations, and local jurisdictions) advised TriMet in the development of this regional JARC Plan and grant application. JARC grant funding adds and improves transportation options for low-income residents to access jobs and job training.

Services currently provided through the grant include:

- The Swan Island Evening Shuttle
- Clackamas Community College Express
- GroveLink
- Tualatin Shuttle

Pursuant to a contract with TriMet, Ride Connection (RC) currently administers two JARC-supported shuttle services in Forest Grove and Tualatin. GroveLink is a deviated fixed-route service in Forest Grove that extends beyond TriMet's Line 57, serving businesses and residents in northwest Forest Grove and making the "first and last mile" connection to TriMet service. Service began in FY14 and approximately 50% of operating costs are funded by the JARC grant, with the other 50% from state Special Transportation Fund (STF) funds. The City of Forest Grove has contributed capital funds for public information, bus stop signage, etc.

In April 2014, RC was awarded JARC grant funds totaling \$307,487 to operate GroveLink. The average annual cost to run this shuttle is \$251,000. Roughly 50% of funding comes from JARC. In future years, RC plans to pursue other funding sources and look at reducing costs to fill funding gaps. RC is on pace to spend approx \$117,000 on GroveLink in FY15.

The Tualatin Shuttle has been in operation since FY01 and has always been funded 100% by JARC. The Tualatin Chamber of Commerce administered shuttle operations through September 30, 2014, after which RC took over this duty. This service currently provides peak-only trips between the Tualatin WES Station and the light-industrial employment area of northwest Tualatin. Two vehicles operate on two deviated fixed routes, referred to as the Blue and Red Lines.

In April 2014, RC's Tualatin shuttle project was awarded JARC grant funds totaling \$295,026. The average annual cost to run this shuttle is \$138,000. This service remains 100% supported by JARC funding. RC plans to reduce future costs and pursue other funding sources to fill future funding gaps.

6. Procurement Process

TriMet has determined that RC is a sole source, uniquely qualified to administer this JARC funded transportation service. RC is the current provider of service and experienced in meeting the needs of the riders, the community, and the federal and other requirements of this service. They have an extensive network of drivers, both paid and volunteer. They have a dispatch system in place, and are accustomed to working with suburban commuters that will be utilizing these transportation services.

7. **Diversity**

As a sub-recipient of federal JARC funds, RC is adopting and implementing TriMet's Disadvantaged Business Enterprise ("DBE") program standards.

8. **Financial/Budget Impact**

JARC funds are federal funds for which TriMet acts as the pass-through agency. TriMet provides match for these funds, but FTA recognizes the cost of service TriMet provides as match, so there is no additional cost to TriMet.

The amount of RC's current contract is \$367,487. This Resolution requests Board approval to authorize the General Manager to execute a modification in the amount of \$235,026 to increase the total contract amount to \$602,513 for RC JARC services through TriMet fiscal year 2017.

9. **Impact if Not Approved**

If the Board chooses not to approve this Resolution, the JARC Ride Connection services will cease to operate.

10. **Recommendation**

The General Manager recommends that the Board adopt the Resolution.

RESOLUTION 15-05-25

RESOLUTION OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A MODIFICATION TO A CONTRACT WITH RIDE CONNECTION TO PROVIDE JOB ACCESS REVERSE COMMUTE SERVICES

WHEREAS, TriMet has authority under ORS 267.200 to enter into a contract modification with Ride Connection for Job Access Reverse Commute transportation services (“Modification”); and

WHEREAS, the total amount of the Contract shall be increased by the Modification to exceed \$500,000; and

WHEREAS, the TriMet Board of Directors (Board), by Resolution dated November 25, 2009, adopted a Statement of Policies requiring the Board to approve goods and services contracts obligating TriMet to pay in excess of \$500,000;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Modification shall be in conformance with applicable laws.
2. That the General Manager is authorized to execute the Modification.

Dated: May 27, 2015

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department