

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Dave Klotzle, City Engineer/Public Works Director 
Prepared by: Shaun Kroes, Senior Management Analyst 

DATE: April 22, 2011 (CC Meeting of 05/04/11)

SUBJECT: Consider Award of Contract to Santa Barbara Transportation Corporation, Doing Business as Student Transportation of America, Incorporated, for Bus Excursions and Charter Bus Transit Services

BACKGROUND

On March 16, 2011, the City Council authorized staff to advertise a Request for Proposal (RFP) for bus excursions and charter bus transit services. The solicitation asked for proposals for school bus type services for the Moorpark Beach Bus, as well as Camp Moorpark and Adventure Camp (Camp Moorpark). The scope of services also includes the possibility of excursion trips for the Active Adult Center; however, no specific trips are planned at this time.

Proposals were due April 14, 2011 at 3:00 p.m. The City received five (5) proposals from CUSA CC, LLC. (CUSA), Durham School Services (Durham), Pegasus Transit, Inc. (Pegasus), Roadrunner Shuttle and Limousine Service (Roadrunner), and Santa Barbara Transportation Corporation, doing business as Student Transportation of America, Inc. (STA). The RFP and proposals are available for review in the Large Conference Room. Electronic versions of the documents can be provided upon request.

A summary of the pricing for Summer 2011 from each proposal is shown in Table 1 below. For a comparison of daily costs, an example trip of 8 hours was used.

Table 1: Pricing Comparison

Firm Name	CUSA	Durham	Pegasus	Roadrunner	STA
First Five Hours	\$685.00	\$388.75	\$340.00	\$375.00	\$339.00
Additional Per-Hour Fee	\$120.00	\$77.75	\$68.00	\$70.00	\$49.00
8 Hour Trip	\$1,035.00	\$622.00	\$544.00	\$585.00	\$486.00

DISCUSSION

Upon review of all the proposals, staff recommends the award of a contract to STA to provide these services. Durham is the City's current provider of these services and has performed satisfactorily, however, their pricing is the second highest price out of all the proposals. STA's pricing is the least expensive and their references provided favorable comments. In addition, STA is proposing to use compressed natural gas (CNG) vehicles for the Camp Moorpark trips, providing the City with an opportunity to utilize cleaner transit fuel sources. It should be noted; however, that if a particular Camp Moorpark trip requires seating for more than 62 passengers, STA will utilize diesel buses in order to accommodate the additional passengers. STA's vehicles also include 3-point seat belt harnesses that, although not required for transit riders, provide an available measure of safety.

STA's facility is located in North Hollywood, which is within the 35-mile maximum distance requirement included in the City's RFP. STA has indicated that its wheelchair accessible vehicles will be able to arrive in Moorpark within 30 minutes of an initial request.

STA proposes to utilize two school buses with a seating capacity of 80 passengers per bus for the Moorpark Beach Bus program, and three school buses with a seating capacity of 62 passengers per bus for Camp Moorpark. Although staff anticipates only using one bus for the Beach Bus and one bus for Camp Moorpark on a daily basis, the remaining buses will serve as backup as required. STA also has two wheelchair accessible backup buses that can be utilized when needed.

The excursion rate proposed by STA is \$67.80 per hour for the first five hours (per bus). For each additional hour the rate decreases to \$49.00. The City's previous contractor, Durham, was charging \$79.57 per hour. STA's proposed pricing is approximately 15% lower than Durham's existing price. The overall price decreases significantly for a typical daily Beach Bus trip of ten hours. In Summer 2010, a ten-hour Beach Bus trip cost the City \$795.70. For Summer 2011, that same ten-hour Beach Bus trip, provided by STA, would cost \$584.00, a decrease of approximately 27%. The term of the Agreement is for three years and includes an annual increase of less than 3% for Summer 2012 and Summer 2013.

The proposed Beach Bus program for Summer 2011 is the same as was provided last year:

1. The Beach Bus will provide two trips per day, Tuesday through Thursday for ten weeks during the summer.
2. Continue not to have the tripper bus service for days when passenger demand exceeds capacity.
3. Beach Bus will start its pick up and drop off at Campus Canyon School and continue to Peach Hill Park.

4. Maintain Beach Bus fare at \$5.00 round trip for students/adults.
5. Maintain Beach Bus fare at \$2.00 round trip for seniors/disabled.
6. Passengers five and under ride for free.
7. Passengers will be given wrist bands for their return trips. Passengers who use the first trip to Zuma Beach will be required to use the first return trip from Zuma Beach. Passengers who use the second trip to Zuma Beach will be required to use the second return trip from Zuma Beach. This will prevent passenger overflow concerns and ensure that everyone who traveled to the beach will be able to return to Moorpark.
8. Continue the "Buy Three, Get One Free" Beach Bus program.
9. Continue the Summer Youth Bus Pass program.

FISCAL IMPACT

Estimated costs to operate the Beach Bus and Camp Moorpark services for 2011 are as follows:

- Beach Bus \$17,520.00
- Camp Moorpark \$18,150.00

It is estimated that \$5,000.00 of the Beach Bus cost will be offset by fares for an estimated maximum net cost of \$12,520.00. As in previous years, the \$12,520.00 will be funded from the City's Transportation Development Act (TDA) funds. Sufficient TDA funds have been budgeted for this purpose. TDA funds not spent on transit projects are spent on streets and roads projects. Bus costs for Camp Moorpark and Adventure Camp are funded by camp registration fees.

STAFF RECOMMENDATIONS

1. Award a bus excursion and charter bus transit services contract to Santa Barbara Transportation Corporation, doing business as Student Transportation of America, Inc.
2. Authorize the City Manager to sign the Agreement for said services, subject to final language approval of the City Manager and City Attorney.