

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Yugal K. Lall, City Engineer/Public Works Director
Prepared by: Shaun Kroes, Management Analyst 

DATE: July 5, 2007 (CC Meeting of 07-18-07)

SUBJECT: Consider Ventura County Transportation Commission Memorandum of Understanding for Commuter Bus Services

SUMMARY

The City Council is being asked to approve a Memorandum of Understanding (MOU) with the Ventura County Transportation Commission (VCTC) for a Trapeze Paratransit Scheduling and Dispatch Project.

BACKGROUND

During last year's VCTC Human Service Transportation & Transit Service Coordination Study, VCTC investigated the installation of Trapeze, a software program that will enable paratransit providers to track their scheduled trips, vehicles, etc. VCTC agreed to purchase the software and hardware program and have it installed on all paratransit provider services in Ventura County, including Thousand Oaks, Simi Valley, and Moorpark. Gold Coast Transit (formally South Coast Area Transit) already has Trapeze installed on its service vehicles.

DISCUSSION

The City of Moorpark uses MV Transportation, Inc., to provide curb-to-curb paratransit services for Moorpark residents with an ADA card, and Moorpark seniors aged 62 and over. VCTC would install the GIS tracking system on MV's vehicles and install computer monitoring stations at MV Transportation's dispatch office and at City Hall. Trapeze will enable MV Transportation dispatch to schedule trips more efficiently, track service vehicles on their way to and from a passenger's destination, and provide on-time performance reports. The City Hall work station would enable City staff to monitor service vehicles much like the current Nextbus tracking system for the fixed-transit buses. Staff can use the program to review previous trips and have accurate vehicle information when responding to

passengers concerns about missed and/or delayed trips. The system will also help the City to ensure that the paratransit drivers are using the most efficient routes available when providing trips.

VCTC will provide 100% of the cost of the project implementation including hardware, software, license fees, installation charges, training and annual wireless communications costs for a period of five years. VCTC has not yet determined how the project will be funded after five years, but it could mean using local Transportation Development Act (TDA) funds. Moorpark's estimated annual contribution is \$16,893, after the first five years of free service.

VCTC has previously committed to this project. The new request for an MOU is in response to Federal Transportation Administration (FTA) requirements as VCTC attempts to utilize another funding source for the project to increase available funds.

STAFF RECOMMENDATION

Authorize the City Manager to sign the MOU.

Attachment

1 MOU for Trapeze Paratransit Scheduling and Dispatch Project.

MEMORANDUM OF UNDERSTANDING
TRAPEZE PARATRANSIT SCHEDULING AND DISPATCH PROJECT

This Memorandum of Understanding ("this Memorandum"), dated _____, 2007 is entered into in the County of Ventura, California, by the City of Moorpark ("City/Agency") and the Ventura County Transportation Commission, organized under the laws of the State of California ("VCTC"), with reference to the following facts:

WHEREAS, the VCTC has determined through a countywide cooperative study that paratransit services in the County would benefit greatly by sharing a single scheduling and dispatch system where service providers can easily exchange passenger and vehicle location information (the "Project"); and

WHEREAS, the VCTC has agreed to provide funding for a countywide implementation and annual wireless communication costs through Federal and State monies; and

WHEREAS, the VCTC has agreed to manage the implementation of the Project through the use of a private vendor or vendors; and

WHEREAS, the "City/Agency" has participated in the countywide study and concurs with its findings; and

WHEREAS, the "City/Agency" has agreed to host in its facility and vehicles hardware and software to enable the Project and to maintain such hardware and software in good working order for the life of the Project.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Subject to continued funding and in compliance with all laws and regulations governing the Project, VCTC will provide 100% of the cost of Project implementation including hardware, software, license fees, installation charges, training and annual wireless communications costs for a period of five years.
2. VCTC will provide Project management and oversight during the implementation phase of the Project including mobile installations and training.

3. The City/Agency will host computer hardware and software in its facilities and to have mobile data terminal (MDTs) and associated communication and tracking equipment installed in its paratransit vehicles. The City/Agency also agrees retain all Project hardware owned by VCTC and software owned by the vendor on-site or in City/Agency vehicles for the life of the Project in good working order and repair.

4. The City/Agency will provide high-speed internet connections as required to enable the transfer of Project related data between the City/Agency and central servers hosted by the Project vendor or its subcontractor.

WHEREFORE, the parties have executed this Memorandum as of the date first noted above by a person duly authorized to sign on behalf of that party.

**VENTURA COUNTY
TRANSPORTATION COMMISSION**

CITY/AGENCY OF MOORPARK

By: _____
Joe DeVito, Chair

By: _____
Steven Kueny, City Manager

ATTEST:

ATTEST:

By: _____

By: _____
Deborah Traffenstedt, City Clerk

APPROVED AS TO FORM:

By: _____
Mitchel B. Kahn, VCTC Counsel