

Date: April 26, 2017

To: Board of Directors

From: Neil McFarlane *Neil McFarlane*

Subject: **RESOLUTION 17-04-35 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 that the TriMet Board of Directors (Board) authorize the General Manager to execute a contract modification with Ride Connection (RC) 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. On August 10, 2016, the Board authorized an increase of this contract to \$810,444 (Resolution 16-08-55). This Resolution will add \$300,654 in Federal Section 5307 grant funds for GroveLink and the Tualatin Shuttle, both eligible Job Access and Reverse Commute services. With this amount, the contract not-to-exceed amount will increase to \$1,111,098 through FY18.

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 and job training facilities. In December 1999, the Federal Transit Administration (FTA) designated TriMet as the regional agency to pass-through Section 5316 JARC grant funding to eligible entities. The Section 5316 JARC program was repealed in 2012 under MAP-21 and eligibility for JARC services previously funded by Section 5316 shifted to Urbanized Area Formula Grants (Section 5307); however, TriMet drew down remaining unspent JARC funds received under the previous Federal

transportation bill (SAFETEA-LU) to fund FY17 JARC activities. Resolution 16-08-55 depleted the remaining JARC funds in TriMet's federally-funded regional JARC program. This Resolution will authorize TriMet to add Section 5307 grant funds to this contract for eligible JARC activities in FY18. TriMet's 5307 pass-through federal grant funds will help bridge any funding shortfalls to ensure continuous operation of these essential transportation services.

The awarding of JARC grant projects is guided by policy and information in the Employment Transportation Services Plan (ETSP). The Job Access Advisory Committee (made up of social service providers, transportation providers, Transportation Management Associations, and local jurisdictions) advises TriMet in the development of the regional ETSP Plan and the competitive JARC grant project selection process. This competitive process functions as the request and selection procedure for organizations that seek to administer grant funded transportation projects.

Services currently provided through the grant include:

- The Swan Island Evening Shuttle
- GroveLink
- Tualatin Shuttle
- North Hillsboro Link

Under this Contract, RC operates GroveLink, which 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 have historically been funded by the JARC grant, with the other 50% from the state Special Transportation Fund. The City of Forest Grove has contributed capital funds for public information, bus stop signage, etc. The FY18 annual cost estimate to run this shuttle is \$206,661. Roughly 50% of the funding will come from TriMet 5307 funds. In future years, RC plans to pursue other funding sources and look at reducing future costs to fill funding gaps.

Also funded under this Contract modification will be the Tualatin Shuttle, which has been in operation since FY01 and has always been funded 100% by JARC. The Tualatin Chamber of Commerce administered shuttle operations but found meeting all of the federal requirements to be too difficult given their core chamber duties, which lead to a transition on September 30, 2014, to RC. 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. Since the addition of TriMet Line 97 service on Tualatin-Sherwood Road in June 2016, the Tualatin Shuttle route has changed so that it does not duplicate TriMet service, and now provides access to areas that were previously unserved. The RC annual cost estimate to administer the Tualatin Shuttle is \$192,552, and will be funded entirely by TriMet 5307 funds. RC plans to reduce future costs and pursue other funding sources to fill future funding gaps.

6. Procurement Process

This modification does not involve a new procurement process. RC is the current provider of service for Grove Link and Tualatin. It has 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, Ride Connection has adopted TriMet’s DBE program and continuously looks for ways to work with DBE firms.

8. Financial/Budget Impact

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

Under Ride Connection’s current contract, annual JARC grant funds allocated to GroveLink and Tualatin Shuttle services can be summarized as follows;

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18*</u>
GroveLink	\$100,123	\$98,287	\$105,600	\$108,101
Tualatin Shuttle	\$139,101	\$182,533	\$184,800	\$192,552
Total	\$239,224	\$280,820	\$290,400	\$300,654
Cumulative Total	\$239,224	\$520,044	\$810,444	\$1,111,098

*includes 10% budget contingency to cover reasonable cost overruns, such as cost of fuel, increases in ridership demand, etc.

Board authorization is requested to increase the total contract amount to \$1,921,542 for Ride Connection JARC services through FY2018.

9. Impact if Not Approved

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

RESOLUTION 17-04-35

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 this contract shall 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 or 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 or his designee is authorized to execute the Modification.

Dated: April 26, 2017

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department