

INDIAN RIVER COUNTY, FLORIDA

MEMORANDUM

TO: Jason E. Brown; County Administrator

THROUGH: Stan Boling, AICP; Community Development Director
Phillip J. Matson, AICP; MPO Staff Director

FROM: Brian Freeman, AICP; Senior Transportation Planner

DATE: February 1, 2018

SUBJECT: Request for Authorization to Issue Request for Proposals (RFP) for Management and Operations of Transit Services

It is requested that the information herein presented be given formal consideration by the Board of County Commissioners at its regular meeting of February 13, 2018.

DESCRIPTION, CONDITIONS & ANALYSIS

The Senior Resource Association (SRA) is Indian River County's Community Transportation Coordinator (CTC) and public transportation operator. In this capacity, SRA operates the GoLine fixed-route system and the Community Coach paratransit (door-to-door) system. Indian River County is the designated recipient for federal and state grant funding for public transportation within the county.

Both the State Commission for the Transportation Disadvantaged (CTD) and the Federal Transit Administration (FTA) require competitive procurement of third party contracts for operating and maintaining public transportation.

For the role of Community Transportation Coordinator (CTC), which manages services for the Transportation Disadvantaged (TD) within the county, the State Commission for the Transportation Disadvantaged (CTD) requires a competitive selection process every five years. The CTC is responsible for providing paratransit (door-to-door) transit trips, mostly for medical clientele, through Community Coach. The deadline for the next CTC selection is June 30, 2018.

Every three years, the Federal Transit Administration conducts a thorough review of the County's public transportation system. This is known as a triennial review. During the most recent triennial review, which occurred during 2016, FTA determined that the County needed to engage in a more detailed competitive procurement for the operation of its public transportation system (both GoLine and Community Coach). Other than this finding, the review commended the County's operation of

the public transportation system. County staff has proposed, and FTA has concurred, that this competitive procurement be conducted as a separate but concurrent process with the upcoming CTC selection. This competitive process will be conducted through the issuance of a Request for Proposals (or RFP).

Last year, the Board authorized staff to retain the services of the Center for Urban Transportation Research (CUTR) at the University of South Florida for assistance with managing the procurement process. Since most of the transit service in Indian River County is provided with federal funds, the RFP has been structured to comply with stringent federal procurement requirements. CUTR has coordinated with staff to develop the RFP documents, which are ready to be issued upon final approval by the Board to proceed.

The RFP covers the GoLine fixed-route system (15 routes) and its complementary Community Coach paratransit service for persons eligible under the Americans with Disabilities Act (ADA). No changes are being proposed to the GoLine or Community Coach. Currently, these services are provided by the SRA, which operates from the County-owned transit administration building through an agreement with the County. Most vehicles in the transit fleet are also owned by the County. The RFP is an invitation to for-profit and non-profit entities to submit proposals to operate the fixed route and ADA paratransit service on behalf of the county as currently structured.

As shown in the RFP, proposers will be evaluated based on five criteria:

- responsiveness;
- experience and competence;
- past record and references;
- management, operations, and transition plan; and
- financial capacity and cost effectiveness.

The RFP is scheduled to be advertised for a 45-day period beginning March 1, 2018. Upon review and evaluation by the selection committee, the results of the RFP will be brought to the Board with a recommendation for award.

RECOMMENDATION

Staff recommends that the Board of County Commissioners authorize staff to issue the Request for Proposals (RFP) for Management and Operations of Transit Services.