

**CITY OF WAUKESHA****Administration**

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<b>Committee:</b> Transit Commission	<b>Date:</b> 1/18/2018
<b>Common Council Item Number:</b> 18-0054	<b>Date:</b> 2/6/2018
<b>Submitted By:</b> Fred Abadi- Public Works	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator KL
<b>Finance Department Review:</b> Rich Abbott, Finance Director RA	<b>City Attorney's Office Review:</b> Brian Running, City Attorney BER
<b>Subject:</b> Waukesha County Business-Approval of Purchase Service Agreement with National Express Transit Corporation for Operation of County Paratransit Service	

**Details:**

This is a Waukesha County Business item to seek the approval of a purchase service agreement with National Express Transit Corporation for the Operation of Waukesha County Paratransit Service effective May 1, 2018 for a term of 5 years. This service is required by the Federal ADA requirements for a ¾ mile radius of Route 901 which operates from the Waukesha Metro Transit Center in downtown Waukesha to downtown Milwaukee with some trips serving the UW-Milwaukee campus. The paratransit service includes extended zones up to a 1 mile of Route 901 as well as the VA Hospital, Milwaukee Medical Complex and Waukesha Metrolift Zone.

Though numerous firms took out the RFP, only National Express Transit (NEXT) submitted a proposal. NEXT is the incumbent for the service which operates as Transit Express in the Milwaukee area. NEXT purchased Transit Express in late 2016.

An evaluation committee comprised of Waukesha County employees, and Waukesha Metro staff evaluated the NEXT proposal and are recommending approval to NEXT. NEXT received high scores for the technical portion of the evaluation. NEXT still operates the service under the name the Transit Express name and has done a quality job providing the service. NEXT noted several improvements such as driver training and safety programs improvements as well as implementing a new scheduling and dispatching software.

The costs were higher than anticipated as the per trip cost for Year 1 Standard Zone trip is \$54.40 (6.4% increase over current) and Extended Zone is \$58.40 (10% increase over current). Although the per trip rate was higher than anticipated, the total number of rides now forecasted for 2018 is lower than what was budgeted so the total cost of the paratransit service for 2018 looks to be under budget.

**Options & Alternatives:**

No viable alternatives.



**Financial Remarks:**

All funds for this service come from the Waukesha County Transit budget and no City funds are used. As stated in the detail, the Cost proposal for Year 1 is 6.4% and 10% over current per trip rates. The Year 2 prices were proposed at a 6.0% increase and 5.6% increase. Years 3-5 are tied to a Department of Labor Index and are limited to increases at no greater than 3.0%. Although the per trip rate was higher than anticipated, the total number of rides now forecasted for 2018 is lower than what was budgeted so the total cost of the paratransit service for 2018 looks to be under budget.

**Executive Recommendation:**

Recommend approval.