

Resolution No. 2024-XXX N.C.S. of the City of Petaluma, California

RESOLUTION AUTHORIZING THE RENEWAL AND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT FOR PETALUMA TRANSIT OPERATIONS & MAINTENANCE

WHEREAS, the City of Petaluma seeks to “Provide for a range of attractive and viable transportation alternatives, such as bicycle, pedestrian, rail, and transit” as a guiding principle in the 2025 City General Plan; and

WHEREAS, the City of Petaluma Department of Public Works and Utilities has identified transit as a vital piece of achieving multimodal accessibility through Petaluma; and

WHEREAS, the City of Petaluma has provided fixed route transit service (“Petaluma Transit”) and paratransit service (“Petaluma Paratransit”) service throughout the city for over four decades; and

WHEREAS, the City of Petaluma contracts for operations and maintenance of its public transportation services and periodically conducts a competitive Request for Proposal (RFP) process for these services; and

WHEREAS, the City of Petaluma previously awarded the Amended FY19-25 Petaluma Transit and Operations Agreement (Agreement), attached to the concurrent staff report as Attachment 1, to MV Public Transportation upon completion of a competitive RFP process in June 2018 with revision in October 2022; and

WHEREAS, the term of the Agreement is four base years (FY19-22) with three additional option years included (FY 23, FY 24, FY 25); and

WHEREAS, the City of Petaluma seeks to exercise the third one-year option to extend the Petaluma Transit and Operations Agreement with MV Public Transportation for FY 25; and

WHEREAS, this action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as approving an agreement with the MV Public Transportation to perform operations and maintenance services for the Petaluma Transit and Paratransit programs as outlined in the operating agreement and associated scope of work does not meet CEQA's definition of a “project,” because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, because it is a fiscal activity and that will not increase the level of services from those that already exist.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Petaluma as follows:

1. Declares the above recitals are hereby declared to be true and correct and are incorporated into this resolution as findings of the City Council.
2. This action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as approving an agreement with the MV Public Transportation to perform operations and maintenance services for the Petaluma Transit and Paratransit programs as outlined in the operating agreement and associated scope of work does not meet CEQA's definition of a “project,” because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, because it is a fiscal activity and that will not increase the level of services from those that already exist.
3. Authorizes the City Manager to execute all required documents to exercise the third one-year option to extend the Petaluma Transit and Operations Agreement with MV Public Transportation (Agreement) and execute Amendment No. 3, attached hereto as Exhibit A.

Under the power and authority conferred upon this Council by the Charter of said City.

REFERENCE:	I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the 5 th day of August 2024, by the following vote:	Approved as to form:
AYES: NOES: ABSENT: ABSTAIN:		<hr/> City Attorney
ATTEST:	<hr/> City Clerk	<hr/> Mayor

**ONE YEAR RENEWAL AND AMENDMENT NO. 3
TO PROFESSIONAL SERVICES AGREEMENT FOR
Petaluma Transit Operations & Maintenance**

WHEREAS, on June 28, 2018, the City of Petaluma, a municipal corporation and a charter city (hereinafter referred to as "City") and MV Public Transportation, Inc., (hereinafter referred to as "Consultant") (collectively the "Parties") entered into an Agreement by and between the Parties, and effective as of June 28, 2018; and

WHEREAS, on page 26 of the Agreement there is a provision entitled "TERM OF CONTRACT" that states, "The successful Proposer will complete all applicable training requirements during the month of June 2018, commence operations on July 1, 2018, and operate and maintain the service for a four-year period ending on June 30, 2022"; and

WHEREAS, the City Council approved Amendment #2 revising and executing the second option year of the agreement as executed on September 18, 2023 extending the agreement through June 30, 2024; and

WHEREAS, the provision entitled "TERM OF CONTRACT" also states, "If and only if mutually agreeable by both parties, the contract may be extended for up to three additional years, in one-year increments, subject to the City of Petaluma City Council approval."

THEREFORE, in consideration of the mutual covenants contained in the Agreement and in this Renewal No. 3, the Parties agree as follows:

1. That it is mutually agreeable by both Parties, subject to the City of Petaluma City Council approval, to extend the Agreement for one additional year, ending on June 30, 2025.
2. Exhibit 1.1.3 attached to "One Year Renewal and Amendment No. 2" dated September 18, 2023 is hereby deleted and replaced with Exhibit Forms 1.1.3 and 2.1.2 attached hereto.
3. This Renewal is deemed to be effective as of June 30, 2024, regardless of when it is executed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this document the ____ day of _____, 20____.

CITY OF PETALUMA

City Manager

ATTEST:

City Clerk

CONSULTANT

By _____
Signature

Erin K. Niewinski, Executive VP & CFO
Name and Title

2711 N Haskell Ave, Suite 1500 LB2
Address

APPROVED AS TO FORM:

City Attorney

<u>Dallas</u>	<u>TX</u>	<u>75204</u>
City	State	Zip

11-3706367
Taxpayer I.D. Number

L-0801812
Petaluma Business Tax Certificate Number

Attachment A,

MV Public Transportation, Inc. Updated Wage Chart & Benefit Summary – FY25

Form 1.1.3: BUDGET PROPOSAL
OPERATIONS AND MAINTENANCE
Fixed Route and Paratransit

6/17/2024

	Option Years
	FY25
Variable Cost Per Hour: Fixed Route	\$ 51.62
Variable Cost Per Hour: Paratransit	\$ 49.04
Monthly Fixed Fee	\$ 104,504
Monthly Liability Insurance (General & Auto)	\$ 10,987
Total Monthly Fixed Cost (Fixed Fee + Insurance)	\$ 115,491
One-Time Start-Up Expenses	
Elements of Cost/Hour	
Operator Wages	\$ 34.68
Operator Benefits	\$ 16.12
Other Hourly Operating Costs (specify and list):	
1. Describe	
2. Describe	
3. Describe	
4. Describe	
5. Describe	
TOTAL MONTHLY COST PER HOUR	\$ 50.80
Elements of Monthly Fixed Fee	
General Manager Salary	\$ xxx
General Manager Benefits	\$ xxx
Safety & Training Supervisor/Road Sup. Salary	\$ xxx
Safety & Training Supervisor/Road Sup. Benefits	\$ xxx
Road Supervisor Salary	\$ xxx
Road Supervisor Benefits	\$ xxx
Dispatchers Salary	\$ xxx
Dispatchers Benefits	\$ xxx
Paratransit scheduling/dispatching software (lease)	\$ 2,101
Trapeze Self Service Trip Booking	\$ 145
Trapeze Text Notification	\$ 260
Subtotal (Monthly Operations)	\$ 50,426
Mechanic Salary	\$ xxx
Mechanic Benefits	\$ xxx
Fleet Technician Salary	\$ xxx
Fleet Technician Benefits	\$ xxx
Fueler/Washer/Utility/Bus Shelter Helper Salary	\$ xxx
Fueler/Washer/Utility/Bus Shelter Helper Benefits	\$ xxx
Other Salary 1- Describe	
Subtotal (Monthly Maintenance)	\$ 32,019
Non-Vehicle Insurance	\$ 387
Office Expenses	\$ 455
Uniform Expenses	\$ 304
Training Expenses	\$ 1,192
Incentives/Liquidated Damages	\$ -
Letter of Credit	\$ -
Contract Overhead- Describe	\$ 9,845
Other Expenses (specify):	\$ -
1. Mobile Eye Install	\$ -

Form 1.1.3: BUDGET PROPOSAL
 OPERATIONS AND MAINTENANCE
 Fixed Route and Paratransit

6/17/2024

1a. Mobile Eye	\$	-
1b. Drive Cam	\$	-
2. Equipment Depreciation	\$	-
3. Interest	\$	502
4. Software & Cell Phone	\$	329
5. Business Tax & License	\$	82
6. Bus Passes	\$	1,182
7. Employment Verification	\$	444
8. Tool Allowance	\$	60
9. Service Supplies	\$	128
Profit	\$	7,149
Subtotal (Contract Expenses)	\$	22,059
TOTAL MONTHLY FIXED FEE	\$	104,504