

73417

TO: Board of Acquisition and Contract

FROM: Hugh J. Greechan, Jr., PE
Commissioner of Public Works and Transportation

Evan Latainer
Director, Office for People with Disabilities

DATE: December 18, 2019

SUBJECT: Authority to enter into an agreement with ACT Now Limousine Services, Inc. to provide paratransit car services for a term from January 1, 2020 through December 31, 2024, for an amount not to exceed \$14,625,000.00 payable pursuant to an approved budget and subject to budget appropriations, with the County having an option to renew the term for five additional years. (Agreement No. DOTOP04-20)

Authority of your Honorable Board is requested for the County of Westchester (the "County") acting by and through its Department of Public Works and Transportation (the "Department") to enter into an agreement (the "Agreement") with ACT Now Limousine Services, Inc. ("ACT Now") to provide paratransit car services for a term from January 1, 2020 through December 31, 2024, for an amount not to exceed \$14,625,000.00 payable pursuant to specified trip rates and subject to budget appropriations. The County will have an option to renew the term for five additional years.

Payment in each of the first five years will be in the following not to exceed amounts and per trip rates:

2020	\$2,800,000	\$26.75 per trip
2021	\$2,800,000	\$26.75 per trip
2022	\$2,800,000	\$26.75 per trip
2023	\$3,075,000	\$28.75 per trip
2024	\$3,150,000	\$28.75 per trip

If the renewal option is exercised by the County, payment during the renewal term will be in the following not to exceed amounts and per trip rates:

2025	\$3,500,000	\$30.75 per trip
2026	\$3,600,000	\$30.75 per trip
2027	\$3,925,000	\$32.75 per trip
2028	\$4,000,000	\$32.75 per trip
2029	\$4,050,000	\$32.75 per trip

In accordance with Section 6 of the County's Procurement Policy and Procedures, the County conducted a request for proposal ("RFP") process. The RFP was posted on the County's website and Bidnet, and the County's Taxi and Limousine Commission distributed the RFP to licensed firms. The mandatory pre-proposal meeting held on September 20, 2019 was attended by thirteen companies, but only ACT Now submitted a proposal. A selection committee comprised of the Office of the County Executive, Department of Public Safety Taxi and Limousine Commission, the Department of Budget, Department of Public Works and Transportation, Department of Information Technology and the Office for People with Disabilities evaluated this proposal, found it to be in compliance with the RFP requirements, and negotiated with ACT Now.

The goal and objective of the Agreement is to ensure that the County receives from a qualified, adequately-staffed vendor the paratransit services needed for ambulatory riders who are unable to ride regular Bee-Line bus service. The Agreement will be tracked and monitored by the staff of the Department of Public Works and Transportation and the Office for People with Disabilities.

We recommend adoption of the attached proposed Resolution.

HJG/EL/dlv

RESOLUTION

Upon a communication from the Commissioner of Public Works and Transportation and the Director of the Office for People with Disabilities, be it hereby

RESOLVED, that the County of Westchester (the "County") acting by and through its Department of Public Works and Transportation (the "Department") is hereby authorized to enter into an agreement (the "Agreement") with ACT Now Limousine Services, Inc. ("ACT Now") to provide paratransit car services for a term from January 1, 2020 through December 31, 2024, for an amount not to exceed \$14,625,000.00 payable pursuant to an approved budget and subject to budget appropriations. The County shall have an option to renew the term for five additional years:

RESOLVED, that payment in each of the first five years shall be in the following not to exceed amounts and per trip rates:

2020	\$2,800,000	\$26.75 per trip
2021	\$2,800,000	\$26.75 per trip
2022	\$2,800,000	\$26.75 per trip
2023	\$3,075,000	\$28.75 per trip
2024	\$3,150,000	\$28.75 per trip; and be it further

RESOLVED, that if the renewal option is exercised by the County, payment during the renewal term shall be in the following not to exceed amounts and per trip rates:

2025	\$3,500,000	\$30.75 per trip
2026	\$3,600,000	\$30.75 per trip
2027	\$3,925,000	\$32.75 per trip
2028	\$4,000,000	\$32.75 per trip
2029	\$4,050,000	\$32.75 per trip; and be it further

RESOLVED, that the County Executive or his duly authorized designee is authorized to execute any instruments and to take any actions reasonably necessary to implement this Resolution.

Agreement No. DOTOP04-20

Account to be Charged/Credited	Major Program, Program & Phase Or Unit		Object/ Sub Object	Trust Account	Dollars
	Fund	Dept.			
	101	44	2100	4925	\$2,800,000.00 (2020)
	101	44	2100	4925	\$2,800,000.00 (2021)
	101	44	2100	4925	\$2,800,000.00 (2022)
	101	44	2100	4925	\$3,075,000.00 (2023)
	101	44	2100	4925	\$3,150,000.00 (2024)

Budget Funding Year(s): 2020-2024 Start Date: 01/01/2020 End Date: 12/31/2024
 (must match resolution)

Funding Source: Tax Dollars \$14,625,000.00
 State Aid _____
\$14,625,000.00 Federal Aid _____
 (must match resolution) Other _____