

BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2021-63

Meeting Date: June 21, 2021

Item Title: Section 5310 Paratransit Service Provider

BACKGROUND

The Federal Transit Administration (FTA) provides funding under the Section 5310 grant program of Title 49 of the United States Code. The goal of the Section 5310 program is to provide transportation for elderly and disabled persons residing in cities that do not have public transportation available to them. Trinity Metro has received these grant funds and contracted with Catholic Charities Fort Worth to provide the service since 2011. The existing contract with Catholic Charities Fort Worth expires in August 2021.

Trinity Metro's Section 5310 program is called Tarrant County Transportation Service (TCTS). There are currently eleven cities that participate financially in TCTS. Their financial participation, along with the Section 5310 grant funds, pays for the service. No local FWTA funds are used for this service.

REQUEST FOR PROPOSAL

In accordance with the FWTA Procurement Policy, Request for Proposals (RFP 21-T022) for para-transit service for the TCTS program was released and advertised on Trinity Metro's website and the Bonfire Portal on May 10, 2021. RFP packets were downloaded by 15 organizations and firms. The proposal submission due date was May 26, 2021.

One proposal was received from Catholic Charities, the current service provider.

An evaluation team of Trinity Metro employees evaluated the proposal based on specific criteria and determined it to be compliant. Their costs per one-way trip for years one through five are:

Year 1:	\$45.00
Year 2:	\$46.35
Year 3:	\$47.74
Year 4 :	\$49.17
Year 5:	\$50.65

A cost analysis was conducted to ensure their pricing was fair and reasonable.

The Section 5310 grant is typically \$200,000 each year.

FINANCING

Funds are available through the Federal Transit Administration 5310 grant. The local match is paid by participating cities. Trinity Metro receives an administration fee for managing the program.

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PROCUREMENT

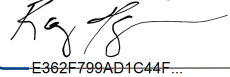
Trinity Metro’s Procurement Department has followed procurement policy with the Request for Proposals and is in compliance with all applicable Federal, State, and the Trinity Metro procurement requirements.

A Disadvantaged Business Enterprise (DBE) Goal of 5% was established for this solicitation. Catholic Charities Fort Worth will be utilizing their own in-house workforce and volunteers to perform this paratransit service. Additionally, Catholic Charities Fort Worth uses a DBE firm to perform preventive maintenance, auto body repair and tire repair and replacement for its fleet vehicles. A portion of that work is related to the vehicles that would be used for this paratransit service.

RECOMMENDATION

The Finance & Audit Committee recommends that Trinity Metro Board of Directors authorize the President/Chief Executive Officer to enter into a five-year contract with Catholic Charities Fort Worth to provide Section 5310 Transportation Services (i.e. TCTS) subject to annual grant funds availability.

Disposition by Board of Directors

Disposition by:

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Secretary Approval:

Jun-22-2021

DATE

