



Office of the City Manager

CONSENT CALENDAR
April 30, 2019

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Scott Ferris, Director of Parks Recreation & Waterfront

Subject: Contract: Lux Bus America for Charter Bus Transportation Services For Echo Lake Camp and Select Recreation Division Summer Programs

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a contract with Lux Bus America to provide charter bus transportation services for Echo Lake Youth Camp and other summer Recreation Division programs for a not-to-exceed total amount of \$226,000 over a five year period, beginning June 1, 2019 and ending June 1, 2024, contingent upon annual budget appropriations.

FISCAL IMPACTS OF RECOMMENDATION

The \$226,000 over a five year period averages out to an annual cost of approximately \$45,200 per year, depending on programming and the number of participants served. Funds in the amount of \$45,200 will be budgeted annually in the Camps Fund and General Fund, and are included in the FY2020 budget as follows: \$40,200 from Echo Lake (Camps Fund) (Fund 125); and \$5,000 from the General Fund Teen Program (Fund 011). The use of these funds for this contract are subject to Council approval of the FY 2020 & FY 2021 Biennial Budget and the FY 2020 Annual Appropriations Ordinance.

CURRENT SITUATION AND ITS EFFECTS

In March 2019, the City conducted a Request for Proposal (RFP) process for Charter Bus Transportation Services for Echo Lake Camp and Select Recreation Division Summer Programs and more than 30 vendors were invited to submit proposals. The City received two (2) proposals. Staff determined that Lux Bus America's proposal best meets the criteria described in the RFP. As a result, staff recommends Council approval of a contract for a not-to-exceed total amount of \$226,000 for a five-year period beginning June 1, 2019 and ending June 1, 2024.

BACKGROUND

The City of Berkeley Echo Lake Youth Camp, Teen Weekend, Pre-K Camping Trip, and several Recreation Division summer camp program field trips offer bus transportation as part of the programs. The City has previously entered into contract for charter bus

transportation services for these programs. In 2011 and 2014, the City obtained quotes for bus service for Echo Lake and Teen Camp programs and selected Silverado Stages, Inc for contract services. In 2018, Silverado Stages filed for Chapter 11 bankruptcy and no longer provides bus transportation services.

ENVIRONMENTAL SUSTAINABILITY

The use of bus transportation for camps programs greatly reduces the vehicle miles traveled by camp participants in privately owned vehicles, which reduces carbon emissions.

RATIONALE FOR RECOMMENDATION

Staff determined that Lux Bus America's proposal best meets the criteria described in the RFP.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Kim LeMay, Acting Recreation and Youth Services Manager, 981-5147

Attachments:

1: Resolution

RESOLUTION NO. -N.S.

CONTRACT: LUX BUS AMERICA FOR CHARTER BUS TRANSPORTATION SERVICES FOR ECHO LAKE CAMP AND SELECT RECREATION DIVISION SUMMER PROGRAMS

WHEREAS, the Parks, Recreation & Waterfront Department provides bus transportation services for Echo Lake and Teen Camp programs; and

WHEREAS, in March 2019, the City conducted a Request for Proposal process for Charter Bus Transportation Services for Echo Lake Camp and Select Recreation Division Summer Programs and more than 30 vendors were invited to submit proposals. The City received two (2) proposals. Staff determined that Lux Bus America's proposal best meets the criteria described in the RFP; and

WHEREAS, funds in the amount of \$45,200 will be budgeted annually in the Camps Fund and General Fund for the next five years, and are included in the FY20 budget as follows: \$40,200 from Echo Lake (Camps Fund) (Fund 125); and \$5,000 from the General Fund Teen Program (Fund 011). The use of these funds for this contract are subject to Council approval of the FY 2020 & FY 2021 Biennial Budget and the FY 2020 Annual Appropriations Ordinance.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Berkeley that the City Manager is hereby authorized to execute a contract with Lux Bus America to provide bus transportation for Echo Lake and Teen Camp programs for a not-to-exceed total amount of \$226,000 over a five year period, beginning, June 1, 2019 and ending June 1, 2024, contingent upon annual budget appropriations. A record signature copy of said contract amendment to be on file in the Office of the City Clerk.

