



Office of the City Manager

CONSENT CALENDAR  
May 28, 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: School Bus Transportation from First Student, Inc. for Berkeley Day Camp and Recreation Programs

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a contract with First Student, Inc. to provide school bus transportation services for Berkeley Day Camp and other summer Recreation Division programs for a not-to-exceed total amount of \$423,000 for three years, including a one (1) year period, beginning June 10, 2019 and ending June 30, 2020, with the option to extend for up to two (2) additional years with City Manager approval, contingent upon annual budget appropriations.

FISCAL IMPACTS OF RECOMMENDATION

Funds in the amount of \$141,000/year are budgeted for FY20 and FY21 in the Camps Fund (Fund 125) and General Fund (Fund 011). The balance will be included as needed in the FY22 budget.

CURRENT SITUATION AND ITS EFFECTS

In March 2019, the City conducted a Request For Proposal process for School Bus Transportation Services For Berkeley Day Camp and Select Recreation Division Summer Programs and Field Trips, including Teens, Pre-K, Community Centers, and summer camps. 30 vendors were invited to submit proposals, but no proposals were received by the initial deadline. City Staff then negotiated with First Student, Inc., and determined their services would meet City needs. As a result, staff recommends Council approval of a contract for a not-to-exceed total amount of \$423,000 for three years, including a one-year period beginning June 1, 2019 and ending June 1, 2020, with the option to extend for up to two (2) additional years with City Manager approval.

BACKGROUND

The City of Berkeley Day Camp Program, Teen Programs, Pre-K Programs, Community Centers, and other Summer Camps offer bus transportation as part of the program to and from program sites during summer programs and throughout the year. The City has previously entered into contract for school bus transportation services for these programs. In 2014, the City released a Request For Proposal (RFP), obtained quotes, and selected Berkeley Unified School District (BUSD) for school bus transportation

contract services. Berkeley Unified School District did not submit a proposal for this service in 2019.

ENVIRONMENTAL SUSTAINABILITY

By providing bus transportation to and from camp, the number of cars on the road is reduced as are carbon emissions. First Student is committed to maintaining carbon-competitive services by consistently and continuously pursuing new and expanded green initiatives. Their key climate change commitments include:

- Working actively with suppliers to improve the fuel efficiency of vehicles.
- Reporting annually on greenhouse gas emissions from all owned vehicles and property.
- Actively promote improved energy efficiency and fuel efficiency.
- Supporting research into transportation policy and the use of alternative fuels, staying abreast of alternative fuel developments, and assessing their commercial viability.

RATIONALE FOR RECOMMENDATION

First Student, Inc. was determined to be a responsive and responsible bidder for school bus transportation services for the City's Berkeley Day Camp and other Recreation Division programs. First Student's proposal best meets the needs of the City.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Denise Brown, Recreation and Youth Services Manager, 981-6707

Attachments:

1: Resolution

RESOLUTION NO. -N.S.

CONTRACT: SCHOOL BUS TRANSPORTATION SERVICES FROM FIRST STUDENTS, INC. FOR BERKELEY DAY CAMP AND OTHER RECREATION DIVISION PROGRAMS INCLUDING TEENS, PRE-K, COMMUNITY CENTERS, SHOREBIRD NATURE CENTER, AND SUMMER CAMPS

WHEREAS, the Parks Recreation & Waterfront Department provides bus transportation services for Berkeley Day Camp, Teen Programs, Pre-K programs, community center programs, summer field trips, summer camps, and other Recreation Division programs; and

WHEREAS, in March 2019, the City conducted a Request For Proposal process for School Bus Transportation Services for Berkeley Day Camp and other Select Recreation Division Programs and no proposals were received, and the City negotiated with First Student, Inc. who was determined to be a responsive and responsible bidder; and

WHEREAS, funds in the amount of \$141,000/year are budgeted for FY20 and FY21 in the Camps Fund (Fund 125) and General Fund (Fund 011); and additional amounts will be budgeted in future years.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is hereby authorized to execute a contract with First Student, Inc. to provide school bus transportation for Berkeley Day Camp, Teen Programs, Pre-K programs, community center programs, summer field trips, summer camps, and other Recreation Division programs for a not-to-exceed total amount of \$423,000 over three years, including a one-year period, beginning, June 10, 2019 and ending June 30, 2020, with the option to extend for up to two (2) additional years with City Manager approval, contingent upon annual budget appropriations. A record signature copy of said contract amendment to be on file in the Office of the City Clerk.

