

Board of County Commissioners Agenda Request

Date of Meeting: February 2, 2016

Date Submitted: January 19, 2016

To: Honorable Chairperson and Members of the Board

From: Robert M. Presnell, County Administrator
Jeff Price, Sr. Management & Budget Analyst

Subject: Approval of Amendment #3.5 to the Contract Between Gadsden County and Big Bend Transit to Provide for the Continuation and payment of Gadsden Express Services for May 2015 through September 2015 and for the Chairperson to Execute the Agreement

Statement of Issue:

This agenda item seeks Board approval of an amendment to continue and pay for the current Big Bend Transit Gadsden Express Service Contract for the months of May 2015 through September 2015 and authorize the Chairperson to sign.

Background:

On July 15, 2008, the Gadsden County Board of County Commissioners (Board) approved a Public Transportation Joint Participation Agreement between the State of Florida, Department of Transportation, and Gadsden County for Fiscal Year 2007-08 in the amount of one hundred thirty thousand dollars (\$130,000.00). A federal grant through StarMetro, Tallahassee's transit provider, in the amount of one hundred thirty thousand dollars (\$130,000.00) was also awarded to Gadsden County for this project. Therefore, the total amount of this project is two hundred sixty thousand dollars (\$260,000.00). The Gadsden Express provides an express bus service to and from Gadsden County to the central bus terminal in Tallahassee with limited stops along the way.

On June 16, 2009, after a competitive bid process and subsequent Board approval, a contract for services was entered into between the County and Big Bend Transit (BBT) to provide the express bus service. The contract amount for two years is one hundred eighty-five thousand seven hundred sixty dollars (\$185,760.00).

An amendment to the Big Bend Transit contract was approved by the Board in March of 2012 which ensured that the Gadsden Express bus service continued for an additional eleven (11) months through February of 2013.

An amendment to the Big Bend Transit contract was approved by the Board in March of 2013 which ensured that the Gadsden Express bus service continued for an additional twenty-six (26) months through April of 2015.

As of May 1, 2015, Big Bend Express has been providing service with no formal agreement. At the same time the funding process with Federal Transit Administration (FTA) and StarMetro was changed, eliminating the need for a Joint Participation Agreement with the City of Tallahassee. The funding is allocated by FTA to the Urbanized Area which includes Tallahassee and Gadsden County.

This amendment is needed to acknowledge that the service was provided during the times of the Board approved agreements (one ended April 30, 2015 and one started October 1, 2015) and to authorize Finance to pay Big Bend Transit for the five months and to invoice StarMetro for ½ of the billing amount, \$19,350 which the County received in early January 2016.

Fiscal Analysis:

The cost for the Gadsden Express service for the five months of service (\$7,740 per month x 5 months = \$38,700). One half of Gadsden Express funding is provided by a Federal Transit Administration (FTA) allocation through StarMetro and they have paid the amount of \$19,350.

Options:

1. Approve Amendment #3.5 to the original services contract with Big Bend Transit to provide and pay an additional five (5) months (May 1, 2015 through September 30, 2015) of Gadsden Express bus service and for the Chairperson to execute.
2. Deny Amendment #3.5 to the original services contract with Big Bend Transit to provide and pay an additional five (5) months (May 1, 2015 through September 30, 2015) of Gadsden Express bus service and for the Chairperson to execute.
3. Board direction.

County Administrator's Recommendation:

Option 1.

Attachments:

1. Amendment #3.5 to Big Bend Transit/Gadsden County Gadsden Express Services Contract Agreement

**AMENDMENT NUMBER 3.5 – TO THE AGREEMENT BETWEEN
GADSDEN COUNTY
AND BIG BEND TRANSIT INC. FOR GADSDEN EXPRESS BUS
SERVICE**

Amendment Number Three point five (3.5) dated January 19, 2016 and effective as of May 1, 2015, hereby amends the original agreement (Agreement) between Gadsden County (County) and Big Bend Transit, Inc., for Gadsden Express bus service dated 7/7/2009 and which actually began service on May 1, 2015. Therefore, it is mutually agreed that the original services contract is amended to state the following:

Gadsden County agrees to pay Gadsden Express bus service continued without interruption for an additional five (5) month period beginning May 1, 2015 and ending on September 30, 2015 at a cost of \$7,740 per month for a total of \$38,700, which cost shall be paid pursuant to the terms of the agreement. All other terms of service as stated in the original services agreement; scope of services and in any subsequent Amendments will not change.

Gadsden County

By: _____

Title: _____

Date: _____

Attest:

Big Bend Transit, Inc.

By: _____

Title: _____

Date: _____