



Office of the City Manager

07

RECESS ITEM
CONSENT CALENDAR
 April 14, 2020

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: Vol Ten Corporation DBA Delta Charter for Recreation Division Bus Transportation for Day Camp and Summer Programs

RECOMMENDATION

Adopt a Resolution ratifying the action taken by the City Manager during recess to execute a contract with Vol Ten Corporation DBA Delta Charter to provide bus transportation services for Recreation Division Day Camp and summer programs for a not-to-exceed total amount of \$600,000 over a five year period, beginning June 1, 2020 and ending June 1, 2025, contingent upon annual budget appropriations.

NEGATIVE EFFECT IF ACTION IS DELAYED UNTIL AFTER COUNCIL RECESS

The Recreation Division's Day Camp and Summer Programs are scheduled to be up and running before June 1, 2020. In order to have bus transportation service for youth enrolled in these programs, a contract with Delta Charter must be executed in a timely manner.

FISCAL IMPACTS OF RECOMMENDATION

The \$600,000 over a five year period averages out to an annual cost of approximately \$120,000 per year, depending on program needs and the number of scheduled trips. Funds in the amount of \$120,000 will be budgeted annually in the Camps Fund and General Fund, and are included in the FY20 budget as follows: \$22,500 from Berkeley Day Camp (Camps Fund) (125-52-543-584-0000-000-461-625120-); no funds are needed from the General Fund for FY20. For FY21, \$99,000 will be budgeted in the Camps Fund, and \$21,000 will be budgeted in the General Fund. Funding for services provided under the contract is contingent upon annual budget appropriations.

CURRENT SITUATION AND ITS EFFECTS

In February 2020, the City conducted a Request For Proposal (RFP) process for Bus Transportation Services For Recreation Division Day Camp and Summer Program needs. More than 30 vendors were invited to submit proposals. The City received two (2) proposals. Staff determined that Vol Ten Corporation DBA Delta Charter'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 \$600,000 for a five-year period beginning June 1, 2020 and ending June 1, 2025.

BACKGROUND

The City of Berkeley Day Camp and several Recreation Division summer camp program field trips require bus transportation as part of the programs. The City has previously entered into contract for bus transportation services for these programs. In 2011 and 2014, the City obtained quotes for bus transportation services and selected Berkeley Unified School District for contract services. In 2019, the City obtained quotes for bus transportation services and selected First Student, Inc. for a 1-year term contact service.

ENVIRONMENTAL SUSTAINABILITY

By providing bus transportation to and from camp programs the number of cars on the road is reduced as are carbon emissions.

RATIONALE FOR RECOMMENDATION

Vol Ten Corporation DBA Delta Charter was determined to best meet the criteria described in the RFP for bus service for the City's bus transportation for Recreation Division Day Camp and Summer Program needs.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

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

Attachments:

1: Resolution

