

CITY COUNCIL MEMORANDUM

AGENDA ITEM

Contract Award from RFP 15-25
Transportation Services

ORIGINATING DEPARTMENT

Community Development Department

BACKGROUND INFORMATION

The Killeen Community Development Department recently received an allocation of Community Development Block Grant (CDBG) funding, during the FY 2015-16 annual budget process for the operation of a demand response transportation system for the Elderly Transportation program. This is a program that has assisted over 1,800 of Killeen's elderly (age 62+) residents since 1998, with funding primarily from the CDBG program and other local, state, and federal resources as available. The transportation services used are contracted with a City-approved vendor with the most recent contract awarded in September 2011; a new contract is necessary to continue the services for the program.

DISCUSSION/CONCLUSION

An invitation and request for proposals was published on June 21 and 28, 2015, in the Killeen Daily Herald and posted on the City's web page via Demand Star and the Electronic State Business Daily; proposals were due July 15, 2015. A pre-proposal conference was conducted with five (5) transportation vendors attending; one (1) vendor submitted a proposal for curb-to-curb transportation services - Cove Taxi, Inc. of Copperas Cove, Texas.

Cove Taxi, Inc. has provided transportation services for this program since 2002 with former and current participants expressing a high level of satisfaction in customer service and attending to special needs of the participants.

FISCAL IMPACT

Transportation services associated with this contract are funded by the City's Community Development Block Grant, and as available, from other local, state, and federal resources. The contract is for one year with an option for three annual renewals. Funding for FY 2015-16, in the amount of \$60,000, is available in account #228 0066 495 5152.

RECOMMENDATION

Staff is very pleased with the service provided by the vendor and recommends the City Manager be authorized to execute a contract with Cove Taxi, Inc., for a term of one year with the option of three (3) one year terms, for curb-to-curb services for the City's Elderly Transportation program.