



RIVERSIDE TRANSIT AGENCY
1825 Third Street
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June 28, 2007

TO: BOARD OF DIRECTORS
THRU:  Larry Rubio, Chief Executive Officer
FROM:  Vince Rouzaud, Chief Procurement and Logistics Officer
SUBJECT: Authorization to Enter into an Agreement with Transportation Management & Design, Inc. (TMD) for Long-Term Scheduling Services

Summary: Historically, the Agency has relied on a manual scheduling process to prepare its bus route schedules and coach operator bid materials. This work has been accomplished with internal staff and is performed three times a year (January, May and September) to coincide with the Agency's obligations under its Memorandum of Understanding (MOU) with the Amalgamated Transit Union (ATU), Local 1277.

In order to maintain compliance with the MOU and State labor laws, the Agency contracted with a local transit planning and scheduling firm to ensure compliance while maximizing scheduling efficiencies. This firm utilized automated scheduling software to develop the schedules and coach operator bid materials. It is staff's opinion that the use of an automated scheduling software has greatly enhanced the Agency's efficiencies and has provided staff the ability to run test scenarios prior to introducing actual schedule changes (something that was impossible to do with one scheduling analyst using manual scheduling techniques).

In addition, over the past year, the Agency's scheduling requirements have become more complex making it more difficult to rely on a manual scheduling process. The introduction of Wage Order 9 (operator meal and rest period provisions) along with requirements to export scheduling data into the new Intelligent Transportation System's (ITS) equipment have added to the scheduling complexities.

The Agency plans to purchase its own automated scheduling software at some point in the future. In the interim, staff must rely on an outside firm to provide the automated scheduling services, coach operator bid materials and schedule exports to the ITS system.

On May 1, 2007, the Agency issued Request for Proposal (RFP) 7-014 for Long-Term Scheduling Services. Services were requested for a one-year

base period with an option for an additional one-year period. In response to the RFP, the Agency received two proposals; one from Trapeze Software Group, Inc. ("Trapeze") and the other from Transportation Management & Design, Inc. ("TMD").

The proposals were evaluated by staff representing the purchasing, operations, planning and ITS departments. While both firms were deemed technically responsive, the proposal submitted by TMD was ranked slightly higher technically due to the fact that their firm has more directly relevant experience (providing similar services to agencies of a similar size) than does Trapeze.

The pricing submitted by both firms is as follows:

Firm	1st Year	2nd Year	Total
Trapeze	\$245,921	\$123,464	\$369,385
TMD	\$139,953	\$109,998	\$249,951

Based upon the slightly higher technical rating and the above pricing, it is staff's recommendation that TMD be awarded the Agreement as the best value provider of these services for the Agency.

Fiscal Impact:

Funding in the amount of \$150,000 has been included in the Agency's FY 2008 operating budget for scheduling services. If approved, funding for the option-year period will be requested in FY 2009.

Committee Recommendation:

This item was discussed at the Board Budget and Administration Committee meeting of June 6, 2007. The Committee members unanimously approved and recommended this item to the full Board of Directors for their consideration.

Recommendation:

Authorize staff to enter into an Agreement with TMD for a period of one-year with a one-year option in an amount that will not exceed \$249,951 for long term scheduling services.