



STAFF REPORT

DATE: February 26, 2024
TO: Sacramento Regional Transit Board of Directors
FROM: Carmen Alba, VP Operations
SUBJ: APPROVE A SOLE SOURCE PROCUREMENT AND THE SIXTH AMENDMENT TO THE SOFTWARE LICENSE AND SERVICES AGREEMENT WITH ECOLANE USA INC. FOR COMPLEMENTARY PARATRANSIT SCHEDULING AND DISPATCHING SOFTWARE

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Amending the current Contract with Ecolane USA Inc. (“Ecolane”) to extend it by seven months will allow SacRT to continue to use complementary paratransit scheduling and dispatching software needed for SacRT to provide complementary paratransit service.

FISCAL IMPACT

The Sixth Amendment would increase the maximum Contract Total Consideration by \$54,598.00, from \$750,636.90 to \$805,234.90. Of this amount, \$39,598.00 will be fixed fees for product licensing and maintenance for a year. The remaining amount of \$15,000.00 will be for the cost of bundles of text messages, billed as messages are sent. The increase for FY 23 - 24 is included in the approved FY 23 - 24 Operating Budget.

DISCUSSION

SacRT began to provide complementary paratransit and demand-response service to customers in February 2019. In December 2019, under Resolution No. 19-12-0129, the SacRT Board delegated authority to the GM/CEO to approve and execute a Contract with Ecolane to provide complementary paratransit scheduling and dispatching software using the National Cooperative Purchasing Alliance (NCPA), which had conducted a full and open competitive procurement in compliance with SacRT requirements prior to awarding a contract to Ecolane.

The NCPA Master Agreement with Ecolane will expire on March 31, 2024. If SacRT desires to use the Ecolane software beyond March 31, 2024, SacRT must approve the continued use on a sole source basis. If SacRT allows the current contract to expire without a new contract to provide paratransit scheduling software services, it would cause

a significant disruption in the daily operations and SacRT will become non-compliant with both FTA and ADA regulations.

Staff plans to release a Request for Proposals (RFP) for Paratransit, Microtransit, and Eligibility Software as a Service for both paratransit scheduling and dispatching software and microtransit scheduling software services. SacRT's current contract for Microtransit Scheduling Services, with Via Mobility, LLC, does not expire until October 15, 2024. To allow for these services to be solicited jointly, Staff is recommending that the Ecolane contract be extended to be conterminous with the contract with Via Mobility, LLC.

Staff requires time to finalize the scope of services, release the solicitation on PlanetBids e-Procurement system, evaluate proposals, and award a contract(s). To ensure there is not a lapse in services, staff requests the Board approve the Sixth Amendment to the Ecolane contract to extend services through October 31, 2024.

In addition, because the General Manager/CEO's authority to execute amendments under Resolution No. 19-12-0129 was limited to amendments up to \$250,000.00, and this amendment would result in amendments totaling \$290,315.80, additional authority from the Board is required.

The amendment amount is considered fair and reasonable as Ecolane has confirmed that the current pricing (which was deemed fair and reasonable at the time of contract award) will remain in effect for the duration of the contract extension.

RESOLUTION NO. 2024-02-013

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

February 26, 2024

APPROVE A SOLE SOURCE PROCUREMENT AND THE SIXTH AMENDMENT TO THE SOFTWARE LICENSE AND SERVICES AGREEMENT WITH ECOLANE USA INC. FOR COMPLEMENTARY PARATRANSIT SCHEDULING AND DISPATCHING SOFTWARE

WHEREAS, Ecolane USA Inc. (“Ecolane”) has provided complementary paratransit scheduling and software services to SacRT since 2019; and

WHEREAS, SacRT has been satisfied with the services provided by the Ecolane software; and

WHEREAS, the existing Software License and Services Agreement will expire March 31, 2024; and

WHEREAS, SacRT has a federal regulatory obligation to provide complementary paratransit services, which requires both timely scheduling and dispatching; and

WHEREAS, there is insufficient time to conduct a new competitive solicitation for paratransit scheduling services; and

WHEREAS, SacRT’s existing contract for demand-response (SmaRT Ride) scheduling services will expire in October 2024 and SacRT desires to conduct a new competitive solicitation for a consolidated software solution.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, pursuant to Section 1.405.B.2 of the Procurement Ordinance, the Board has determined that it is in the best interest of SacRT to amend the existing service Contract with Ecolane to provide for continued services until October 31, 2024, while a new competitive solicitation is conducted for a long-term contract for these services, as well as demand-response service scheduling services.

THAT, the Sixth Amendment to the Software License & Services Agreement between Sacramento Regional Transit District, therein referred to as “Licensee,” and with Ecolane USA Inc. therein referred to as “Licensor,” whereby the term is extended to October 31, 2024 and the total maximum consideration is increased, from \$750,636.90 to \$805,234.90, is hereby approved.

THAT, the Chair and the General Manager/CEO are hereby authorized and directed to execute the Sixth Amendment.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary