

Lamorinda School Bus Transportation Agency
Regular Meeting AGENDA
DATE: February 11, 2019 TIME: 9:30 a.m.
City of Lafayette, 3675 Mt. Diablo Blvd., Lafayette CA
Conference Room 240 (Second Floor)

- 1) CALL TO ORDER
- 2) ADOPTION OF AGENDA
- 3) PUBLIC COMMENT – items not on the agenda
- 4) ADOPTION OF MINUTES – January 28, 2019
- 5) OLD BUSINESS
 - a. Review proposal from First Student for transportation services starting 2019
Recommendation: Review revised sliding scale proposal from First Student; direct staff.
- 6) LATE BUS REPORTS
- 7) CHAIR AND BOARD MEMBERS' REPORTS
- 8) WRITTEN COMMUNICATIONS
- 9) NEXT MEETING DATE- to be determined
- 10) ADJOURNMENT

I, Juliet Hansen, declare under penalty of perjury, that this agenda has been posted at least 72 hours in advance in the following locations: City of Lafayette Offices, 3675 Mt. Diablo Blvd., in the glass case downstairs, Lafayette, CA.

Juliet Hansen, Program Manager

*Any writings or documents pertaining to an open session item provided to a majority of the LSBTA less than 72 hours prior to the meeting shall be made available for public inspection at the Lamorinda School Bus Program office at 3675 Mt. Diablo Blvd., Suite 255, Lafayette CA during normal business hours. Agendas and packets are available for review by the public during regular Monday – Friday work hours at the Lamorinda School Bus Program office at 3675 Mt. Diablo Blvd., Suite 255, Lafayette CA and on the website at www.lamorindaschoolbus.org Agendas and packets shall be made available at least 72 hours in advance of each meeting. Upon request this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the ADA Act of 1990 (42 U.S.D. Sec. 12132). Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Juliet Hansen, Program Manager, at 925-299-3216 at least 48 hours before the meeting if possible.

Lamorinda School Bus Transportation Agency

DRAFT MINUTES

City of Lafayette Offices
3675 Mt. Diablo Blvd., Rm. 240
Lafayette, CA 94549

Date: January 28, 2019
Time: 9:30 a.m.

Present: Chair Worth, Vice Chair Kendzierski and Board Members Follmer, Hoxie, Korpus, Nickens and Mike Anderson for Cam Burks. Absent: None.

Also Present: Henry Cooper, First Student; Juliet Hansen and Sue Graves, LSBP Staff; Jennifer Telford, Wagner Ranch Liaison, Mary Kubiadowicz, Springhill Liaison and Melissa McIlwain, Stanley Liaison.

1. Call to Order: Chair Worth called the meeting to order at 9:32 a.m.
2. Adoption of Agenda: The agenda was adopted as presented M/S/C/U (Hoxie/ Korpus).
3. Public Comment: None.
4. Approval of Minutes: The minutes of January 11, 2019 were approved as amended M/S/C/U (Korpus/ Hoxie).
5. Old Business
 - a. Review Proposal from First Student for Transportation Services starting 2019

Ms. Hansen reviewed the latest proposal from First Student where there is a sliding scale of prices (daily rates) depending on the number of buses. She also mentioned that the Traffix contract with First Student was just approved for a five-year period. Board member Korpus shared that she has run a lot of numbers and it still looks like the five-year option is the better option. She wondered how the daily rates compare to what other districts are paying. Ms. Hansen presented the table the board had reviewed earlier in 2018. Board member Korpus noted that Traffix is the most recent contract and will be paying more than the LSBTA would be paying even if it reduces by three buses. Vice Chair Kendzierski stated that Traffix has chosen to limit its service area and that LSBP has broader coverage.

Melissa McIlwain, Stanley parent, asked about the 2020 transportation measure and how this would affect funding. Chair Worth clarified that it is very early in the planning process and would need a 2/3 vote in Contra Costa County. The measure may or may not include additional funds; it could just be an extension of Measure J.

There was some discussion about how many buses the LSBTA can actually operate and what parent fees would look like. Board Member Follmer stated that she was concerned about loss of seating capacity on already-full routes. Board member Korpus mentioned there is a rounding error in the 21-bus sliding scale daily rate in year two that should be fixed. She added that she would like to see some variable pricing if the LSBTA has to reduce down to 16 buses during the course of the contract. She also wanted to see some flexibility in year 3 with the purchase of new buses, as it looks like the LSBTA will not need 12 new buses at the start of year three.

There was some brief discussion about pricing for next year and how it might be good to offer payment in full as well as the option for monthly installments. Board member Follmer asked if eliminating the Stanley after school (late) buses would save money. The answer was no because the LSBTA already pays a 4-hour minimum.

Mike Anderson stated that it would be very helpful to have maps of the current bus routes and ridership figures. There was consensus to gather more information from First Student and to stay with the five-year proposal. Board Member Korpus and Kendzierski offered to work with staff.

b. LSBTA Parent Survey 2018 – Consider Incoming 5th Grade Parents

Board Member Kendzierski recommended not doing another survey because 1. The board already has good data and a new survey won't provide results in time; 2. The information included with the survey won't make sense to parents who don't already ride; and 3. There is no bus service for many incoming 6th graders and the survey may cause a lot of confusion. Ms. Hansen noted that many incoming 6th grader parents were already included in survey if they have older students that ride. After some discussion, there was consensus not to do a survey for incoming 6th grade parents.

Ms. Hansen mentioned that the parent liaisons had requested a flyer or FAQ page that would explain some of the changes coming up for next year.

Ms. Hansen noted that Administrative Aide, Sue Graves is leaving after 17 years. She praised Sue for all her skill and dedication over the years. The board thanked Sue for her excellent service to the school bus program. The Aide position is listed on the City's website.

6. Late Bus Report – Ms. Hansen stated there were no late buses in December 2018 that triggered liquidated damages.
7. Chair and Board Members' Report – none.
8. Written Communications – none.
9. Next Meeting Date – Monday, February 11 at 9:30 a.m. at Lafayette City Offices.
10. Adjournment – The meeting was adjourned at 10:32 a.m

Respectfully Submitted,

Juliet Hansen, Program Manager

LSBTA Meeting
 January 28, 2019
 Staff Report

Lamorinda School Bus Program
 Staff Report

Date: January 24, 2019
 To: Lamorinda School Bus Transportation Agency
 From: Juliet Hansen, Program Manager
 Re: Review Proposal from First Student for Transportation Services Starting 2019

Background

At the last meeting on January 28, 2019, the LSBTA reviewed a sliding scale price proposal from First Student for a five-year contract starting fall 2019. The board requested that First Student update the sliding scale to include rates going down to 16 buses. It also requested an adjustment in the number of new buses for year three.

Discussion

The revised sliding scale proposal for five years is attached. The new pricing for 15-22 buses pairs the number of buses and rates into sets of two to better align with the current contract. The prices are similar to the previous submittal in January, but slightly different depending on the paired number of buses. Staff has prepared an analysis of a 19-bus system. First Student has reduced the rates (from the last submittal) for 19 buses by \$35,260 over the life of the 5-year contract.

5-Year Contract

NEW Sliding Scale Pricing First Student, 2/6/19

Buses	2019/20	2020/21	2021/22	2022/23	2023/24	
19	\$ 552.23	\$ 612.98	\$ 631.37	\$ 650.31	\$ 669.82	Five Year Total \$ 10,659,148.20
	\$ 1,888,626.60	\$ 2,096,391.60	\$ 2,159,285.40	\$ 2,224,060.20	\$ 2,290,784.40	
\$ 456.39	21.00%	11.00%	3.00%	3.00%	3.00%	

Previous Sliding Scale Pricing First Student, 1/28/19

Buses	2019/20	2020/21	2021/22	2022/23	2023/24	
19	\$ 554.06	\$ 615.01	\$ 633.46	\$ 652.46	\$ 672.03	\$ 10,694,408.40
Annually	\$ 1,894,885.20	\$ 2,103,334.20	\$ 2,166,433.20	\$ 2,231,413.20	\$ 2,298,342.60	
\$ 456.39	21.40%	11.00%	3.00%	3.00%	3.00%	

diff \$ 35,260

3-Year Extension

First Student has also prepared a sliding scale proposal for 15-22 buses for a three-year extension using the existing fleet (no new school buses). This proposal is less than previously quoted in October 2018, but more compared to the five-year contract. For a 19-bus system it will cost \$43,092 more over 3 years in comparison to the five-year contract. (Note that a previous quote for a one-year extension in October 2018 was \$593.31 day.)

NEW Three-Year Extension - Existing vehicles

	19	\$ 561.36	\$ 614.69	\$ 633.13	Total Five Years
Annually		\$ 1,919,851.20	\$ 2,102,239.80	\$ 2,165,304.60	\$ 6,187,395.60
\$ 456.39		23.00%	34.69%	38.73%	
				Diff from 5-year	\$ 43,092.00

Next Steps

The LSBTA has reviewed multiple pricing scenarios from First Student since fall of 2018. The revised sliding scale dated 2-6-19 for 19 buses is less expensive than the previous submittal from First Student in January and also less expensive than a three-year extension and a one-year extension. It is also less expensive than the original proposal for 100% new buses received in August 2018.

If the LSBTA would like to pursue the new revised pricing option received 2-6-19 for a 5-year contract, it should direct staff to work with legal counsel to prepare a contract for review at the next meeting. Staff will also identify routes that can be combined in order to preserve as much service and ridership as possible.

Summary

First Student has prepared a revised sliding scale pricing scenario for 15-22 buses for a five-year contract. First Student has reduced the rates for 19 buses by \$35,260 over the life of the 5-year contract. First Student has also prepared a sliding scale proposal for 15-22 buses for a three-year extension using the existing fleet. The 3-year extension is more expensive overall. If the LSBTA would like to pursue the new revised sliding scale proposal for a five-year contract, it should direct staff to work with legal counsel to prepare a contract for review at the next meeting.

Recommendation

Review revised sliding scale proposal from First Student; direct staff.

Attachments:

Revised Sliding Scale Proposal from First Student, 2-6-19
Price Comparison Other School Districts



Lamorinda School Bus Transportation Agency
HOME-TO-SCHOOL TRANSPORTATION
First Student Pricing Proposal 2/6/19

Assumptions:

Five (5) year contract term.

Change to all conventional fleet.

Replace 12 vehicles in year one and up to 12 vehicles in year three.

Option 1

REPLACE 12 VEHICLES WITH CONVENTIONALS IN YEAR 1 AND UP TO 12 ADDITIONAL IN YEAR 3								
Route Count	22	21	20	19	18	17	16	15
2019/20	\$ 544.47	\$ 544.47	\$ 552.23	\$ 552.23	\$ 556.80	\$ 556.80	\$ 561.36	\$ 561.36
2020/21	\$ 604.36	\$ 604.36	\$ 612.98	\$ 612.98	\$ 618.05	\$ 618.05	\$ 623.11	\$ 623.11
2021/22	\$ 622.49	\$ 622.49	\$ 631.37	\$ 631.37	\$ 636.59	\$ 636.59	\$ 641.80	\$ 641.80
2022/23	\$ 641.16	\$ 641.16	\$ 650.31	\$ 650.31	\$ 655.69	\$ 655.69	\$ 661.05	\$ 661.05
2023/24	\$ 660.39	\$ 660.39	\$ 669.82	\$ 669.82	\$ 675.36	\$ 675.36	\$ 680.88	\$ 680.88

Option 2

CURRENT FLEET AND CONTRACT LANGUAGE								
Route Count	22	21	20	19	18	17	16	15
2019/20	\$ 545.39	\$ 545.39	\$ 561.36	\$ 561.36	\$ 573.68	\$ 573.68	\$ 586.46	\$ 586.46
2020/21	\$ 597.20	\$ 597.20	\$ 614.69	\$ 614.69	\$ 628.18	\$ 628.18	\$ 642.17	\$ 642.17
2021/22	\$ 615.12	\$ 615.12	\$ 633.13	\$ 633.13	\$ 647.03	\$ 647.03	\$ 661.44	\$ 661.44

Assumptions:

Three (3) year contract term.

No fleet replacement

Transportation Cost Comparison - Other School Districts

Agency	Provider	Bus Size	Service	FY 18-19		FY 19-20		Comments
				Daily Rate		Daily Rate		
LSBTA	First Student	Large, 22 buses	HTS	\$ 456.39	4 hours	\$ 609.28		proposal for all new buses, 5 yrs
LSBTA	First Student	Large, 22 buses	HTS	\$ 456.39	4 hours	\$ 544.47		proposal to transition to new buses, 5 yrs
TRAFFIX	First Student	Large, 23 buses	HTS	\$ 503.75	4 hours	\$ 611.81		5 yr contract starting fall 2019
TRAFFIX bid	STA	Large, 23 buses	HTS	n/a	4 hours	\$ 606.00		Bid - 5 yr contract starting fall 2019
SRVUSD	First Student	Large, 1 bus	Trips	\$ 510.14	3 hours	negotiable		1 yr contract, renewable
Reed School District	First Student	Large, 8 buses	HTS	\$ 518.66	4 hours	\$ 536.81		1st year of 5 yr contract, new buses*
Mill Valley School District	Michaels	Large	HTS	\$ 625.00	4 hours	\$ 625.00		expires 2019
Ross Valley Unified	Michaels	Large	HTS	\$ 578.00	4 hours	\$ 595.00		1st year of 5 year contract**
San Francisco Unified	First Student	Large	HTS	\$ 779.69	4 hours	\$ 806.98		4th year of 5 year contract, large contract
WCCCU	First Student	Mid - 1 bus	Trips	\$ 414.18	4 hours	\$ 424.53		3rd year of 5 year contract
SRVUSD	First Student	Small	Special Needs	\$ 489.28	3 hours	negotiable		1 yr contract, renewable
CCCOE	Durham	Small	Special Needs	\$ 496.62	4 hours	\$ 514.00		2nd year of 3 yr contract*
WCCCU	First Student	Small	Special Needs	\$ 398.55	4 hours	\$ 408.51		3rd year of 5 year contract
MPTA (JPA)	First Student	Small	Special Needs	\$ 445.00	4 hours	\$ 460.58		4th year of 5 yr contract*
SMOfficeofEd	Durham	Small	Special Needs	\$ 513.24	4 hours	\$ 531.20		4th year of 5 yr contract*
Oakland Unified	First Student	Small	Special Needs	\$ 449.46	5 hours	\$ 465.74		1st year of 2 yr extension, large contract

*CPI annual increase, assumed at 3.5%

**Contract is between Marin Transit and Michaels

Prepared by Juliet Hansen, Lamorinda School Bus Program

10/26/2018, updated 2/6/19