

MEMO

DATE: August 12th, 2019
TO: Members of Council
CC: David Cribbs, CAO
FROM: Jason Marr, Director, Public Works & Utilities
RE: Update on the 2019 Fall Transit Service

Council will recall that the Town of Pelham was awarded a \$500,000 grant from the Ontario Ministry of Transportation, under the Community Transportation Grant Program, to augment and improve the existing transit service currently being offered. Staff are of the opinion that it is essential to expand the service for September 3, 2019 so as to allow students at either Niagara College or Brock University to utilize the transit service in time for the commencement of the school year.

Council may be aware that negotiations had been underway with the current service provider, Sharp Bus Lines, for the potential provision of a second bus to double the existing fleet. Recently, those discussions failed to achieve a financially feasible resolution. As a result, quick action is required to ensure that the service expansion can occur on the first day of the school year. Unfortunately, due to a confluence of factors administration is not able to initiate an RFP process that can meet this deadline. As such, and barring Council objection, staff intend to award a short-term service contract to Coventry Transportation (also known as Central Taxi) which is currently providing service to the City of Thorold under the administration of the City of St. Catharines Transit Authority. The intention would be to enter into a month-by-month contract that would go no later than December, 2019.

In the interim, staff will take the necessary steps to issue an RFP for the provision of transit services to last until the completion of the funding agreement of March, 2023.

As a practical matter, the Town of Pelham will have two local service providers and will be able to assess their relative quality and service level during this transitional period.

The proposed month-to-month contract would have a price of \$74.50 per hour for the provision of an accessible bus, with a uniformed driver and would include the cost of fuel. The current service provider (Sharp Bus Lines) supplies a similar service to the Town of Pelham at an hourly cost of \$60.13 per hour.

The exact details of the agreement with Coventry Transportation have not been finalized at time-of-writing and will be provided in a verbal update at the Council meeting of August 12, 2019. Based on the fall bus schedule which is currently being formulated it is estimated that the cost of the monthly contracted service would be \$18,000 per month based on 55 hours of operation (5 days per week Monday through Friday).

From the Department of

