



**ITEM ID:** 2024-109-0

**TRANSMITTAL DATE:** February 16, 2024

**MEETING DATE:** February 23, 2024

**TO:** Board of Directors

**FROM:** Lisa Bahr, Chief Customer Experience Officer  
Arnold Hackett, Chief Financial Officer

**SUBJECT:** Adjustment of Annual Authorization for Operating Services Agreements

**Issue**

Staff is requesting adjustments of Annual Authorization for Operating Services Agreements in order to provide outstanding customer experience.

**Recommendation**

Contracts, Operations, Maintenance, and Safety Committee recommended (4-0) the Board authorize the Chief Executive Officer to amend the Annual Authorization for Operating Services Agreements for contract numbers SP554, SP555, SP557, and SP558 as follows:

1. Reduce SP554 H&L Charter (Alternative Motor Coach Transportation) from \$120,000 to \$100,000.
2. Reduce SP555 Inland Empire Stages, Ltd. (Alternative Motor Coach Transportation) from \$200,000 to \$190,000.
3. Increase SP557 Sureride Charter; dba San Diego Charter Company (Alternative Motor Coach Transportation) from \$20,000 to \$80,000.
4. Reduce SP558 Transit System Unlimited (Alternative Motor Coach Transportation) from \$125,000 to \$95,000.

The overall contract authority for Alternative Motor Coach Transportation remains the same for FY24

**Strategic Commitment**

This report aligns with the Strategic Business Plan commitment of:

- **Modernizing Business Practices:** We will improve our operational efficiency through transparency, objective metrics and streamlined governance, reducing over-reliance on subsidy, while bringing our system into state of good repair and investing in the development of employees. These operating agreements support the Authority's business functions and customer relations.

## **Background**

During the June 23, 2023, Regular Board Meeting, the Directors approved a total not-to-exceed annual amount of \$615,000 for FY2023-24 for administrative and operating agreements, including \$465,000 for alternate motor coach transportation to companies H&L Charter (\$120,000), Inland Empire Stages, Ltd. (\$200,000), Sureride Charter (\$20,000) and Transit System Unlimited (\$125,000).

In the first two quarters of FY24, to provide alternate transportation for customers during planned and unplanned service interruptions, Sureride Charter has shown a greater capability to provide support than initially projected to further complement the three contracted private bus companies and the 11 public bus operators. As a result, staff is requesting additional contract authority to leverage Sureride Charter services/dba San Diego Charter Company .

## **Discussion**

Though neither the Board approved total not-to-exceed annual amount nor the total contract amount for Alternative Motor Coach Transportation companies will change, staff is bringing the item forward to comply with an Agency standard operating procedure (SOP) and to provide full transparency in the adjustment of beforementioned contract authorities.

The requested increase of contract authority for Sureride Charter (\$20,000 to \$80,000) is offset by the reduced contract authorities for H&L Charter, Inland Empire Stages, Ltd., and Transit System Unlimited.

## **Budget Impact**

There is no budgetary impact as a result of this requested item as applicable funds have already been approved as part of the FY2023-24 Operating Budget.

## **Next Steps**

Upon Board Approval, staff will amend the contract authorities for the four alternate motor

coach transportation to companies through the duration of the respective contracts, June 30, 2024.

Prepared by: Scott Johnson, Director, Communications

Approved by: Lisa Bahr, Chief Customer Experience Officer

Arnold Hackett, Chief Financial Officer

**Attachment(s)**

[Presentation - Adjustment of Annual Authorization for Operating Services Agreements](#)