



**SPECIAL MEETING OF THE GOLDEN RAIN FOUNDATION
MOBILITY AND VEHICLES COMMITTEE**

**Wednesday, November 27, 2019 – 9:30 a.m.
Willow Conference Room
24351 El Toro Road**

AGENDA

1. Call to Order
2. Approval of the Agenda
3. Chair's Remarks

Items for Discussion and Consideration

4. Agreement with Lyft Ridershare for on-call transportation services during non-fixed route operating hours

Concluding Business:

5. Adjournment

Judith Troutman, Chair
Chris Laugenour, Staff Officer: 949-597-4638

Page Intentionally Left Blank

STAFF REPORT

DATE: November 27, 2019
FOR: Mobility and Vehicles Committee
SUBJECT: Short Range Transit Plan – Ridership Agreement with Lyft Inc.

RECOMMENDATION

That the board of directors authorize approval of the proposed Ridership Agreement with Lyft Inc. to provide on-call transportation services during non-fixed route operating hours in an estimated annual amount not to exceed \$70,000 as specified in the Implementation Plan for the Short Range Transit Plan approved by the board of directors on November 5, 2019.

BACKGROUND

On November 5, 2019, the board of directors unanimously approved the Short Range Transit Plan – Implementation Plan and authorized the Transportation Division to negotiate with Lyft Inc. to provide on-call transportation services to Village residents. This service would supplement the revised Plan-A-Ride system by providing transportation services to residents outside of fixed-route operating hours (Monday through Saturday from 8 to 9 a.m. and 5 to 10 p.m. and 8 a.m. to 5 p.m. on Sunday).

DISCUSSION

The new program under the proposed Ridership Agreement would be called “Boost” and utilize the services of Lyft Inc. to provide rides arranged by using a mobile application or calling the Transportation Division. The concept is to have rides available to residents within 10 minutes during the specified hours without having to make an advanced reservation. There would be no charge to the resident as long as the trip stays within Village Transportation System boundaries. The resident would receive confirmation notification via cell phone or landline to inform them of the driver’s arrival time, the driver’s name and the type of vehicle. This service would replace the cumbersome Plan-A-Ride program, which requires advance reservations of two to five days.

The proposed agreement would begin in January 2020 and automatically renew annually unless terminated by either party via 60-day written notice. Payment would be made to Lyft Inc. on a monthly basis for all rides within Village Transportation System boundaries. As part of the proposed agreement, Lyft Inc. would provide the Transportation Division access to its software via a “dashboard,” which allows staff to schedule ride requests for residents who do not have the Lyft Inc. mobile application. For residents who have the Lyft Inc. mobile application, Lyft Inc. would provide an access code that designates them as Village residents. To limit overuse, there would be a maximum of 65 rides per month available to each resident.

The operating hours for the Boost program would be Monday through Saturday from 8 to 9 a.m. and 5 to 10 p.m. and 8 a.m. to 5 p.m. on Sunday. These time periods ensure Village

residents would have transportation services available during the same time periods currently offered.

Similar rideshare programs, which are effectively being utilized by other local jurisdictions and entities, are offered exclusively by Lyft Inc. and are not offered by other rideshare companies. As a result, this agreement complies with the approved Village Purchasing Procedure Manual covering sole source requirements. The manual states "A Sole Source procurement is one in which only one vendor can supply the commodities, technology or perform the services required by an agency. Sole Source means a procurement in which only one vendor is capable of supplying the required product or service."

The proposed agreement has been reviewed by GRF legal staff to ensure that any potential liability exposure is covered.

FINANCIAL ANALYSIS

The estimated annual cost for the Boost service would be \$70,000 based on an average cost of \$7 per ride within Village transportation system boundaries and a projected 10,000 rides per year based on current ridership data. Sufficient funding is included in the approved 2020 Business Plan.

Prepared By: Chris Laugenour, Sr. Transportation & Maintenance Manager

Reviewed By: Siobhan Foster, COO