

Metropolitan Transportation Commission
Regional Network Management Committee

September 8, 2023

Agenda Item 2b

Contract Amendment – Bay Area Vanpool Program Contract Extension: Enterprise-Rent-a-Car of San Francisco, LLC (\$6,050,000)

Subject:

Request for approval of a contract amendment with Enterprise-Rent-a-Car of San Francisco, LLC to extend the Bay Area Vanpool Program (Program) contract term to June 30, 2025 and to add \$6,050,000.

Background:

MTC subsidizes eligible commuter vanpools in exchange for turn-key vanpool services and vanpool data through a contract with Enterprise-Rent-a-Car of San Francisco, LLC, doing business as Commute with Enterprise (CWE). The subsidy offsets the cost to vanpool participants for leasing the vans. MTC reports the vanpool data to the National Transit Database (NTD) to grow the Bay Area's share of federal transit funds.

In July 2018, after a competitive procurement process, this committee approved a five-year contract with CWE. In 2020, the MTC Operations Committee authorized an amendment to provide CARES Act funds to support lower vanpool occupancies and vanpools suspended at that start of the pandemic, bringing the current contract value to \$9,950,000.

The contract includes an option to extend for up to 5-years in increments of MTC's choosing. Staff recommend extending the current contract for 20 months, through June 30, 2025 for an additional cost of \$6,050,000, bringing the contract to a new total not to exceed the amount of \$16,000,000. Staff is recommending a 20-month extension at this time based on recent trends in fleet growth and programmed OBAG funding. Staff may see future extensions subject to continued program assessment and future programming actions.

The subsidized vanpool fleet is over 500 vans. Since program inception, as well as post-pandemic, fleet growth has averaged 4% per month with slightly lower growth, 2% per month, over the last year. The vanpool fleet carried over one million passenger trips in FY23. The contract amendment continues financial support to commuters to encourage vanpooling and

reduce vehicle trips and allows MTC to continue to report vanpool data to the National Transit Database (NTD).

Enterprise-Rent-a-Car of San Francisco, LLC is neither a small business enterprise (SBE) nor a disadvantaged business enterprise (DBE). The DBE vendors used by CWE for this contract are listed in Attachment A.

Issues:

None identified.

Recommendations:

Staff recommends that the Regional Network Management Committee authorize the Executive Director or designee to negotiate and enter into a contract amendment with Enterprise-Rent-a-Car of San Francisco, LLC in an amount not to exceed \$6,050,000 and to extend the term of the agreement through June 30, 2025 for the above-described work.

Attachments:

- Attachment A: Disadvantaged Business Enterprise and Small Business Enterprise Status
- Request for Committee Approval – Summary of Proposed Contract Amendment



Andrew B. Fremier

Disadvantaged Business Enterprise and Small Business Enterprise Status

	Firm Name	Role on Project	DBE* Yes / No	If DBE Yes, List #	SBE** Yes / No	If SBE Yes, List #
Prime Contractor	Enterprise-Rent-a-Car of San Francisco, LLC	Provide turn-key vanpool services	No	n/a	No	n/a
Subcontractor	2Meart.com LLC	Graphics reproduction, Installation, and Removal	Yes	42012	No	n/a
Subcontractor	Longhouse Inventory Solutions	Office and carwash supplies	Yes	40053	No	n/a
Subcontractor	Commuter Van Conversion	Vehicle conversion	Yes	SC03467	No	n/a

*Denotes certification by the California Unified Certification Program (CUCP).

**Denotes certification by the State of California.

Request for Committee Approval

Summary of Proposed Contract Amendment

Work Item No.: 1222

Consultant: Enterprise-Rent-a-Car of San Francisco, LLC
San Francisco, CA

Work Project Title: Bay Area Vanpool Program

Purpose of Project: Increase the number of vanpools available to commuters

Brief Scope of Work: Provide turn-key vanpool service (vanpool formation, maintenance, data collection) and provide vanpool data to MTC in exchange for a monthly per-van subsidy

Project Cost Not to Exceed: Previously authorized: \$9,950,000
Additional authorization: \$6,050,000
Total contract amount with additional authority: \$16,000,000

Funding Source: CMAQ

Fiscal Impact: Funding is included in the FY 2023-24 MTC Budget and is subject to approval and inclusion in the FY 2024-25 MTC Budget.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with Enterprise-Rent-a-Car of San Francisco, LLC to provide turn-key vanpool service as described above and in the Regional Network Management Committee Summary Sheet dated September 8, 2023 and that the Chief Financial Officer is authorized to set aside an additional \$6,050,000 for such amendment, subject to inclusion in the FY 2023-24 and FY 2024-25 agency budgets.

Regional Network
Management Committee:

David Rabbitt, Chair

Approved: September 8, 2023