



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 6/19/2018

Agenda Placement: 6K

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Shelli Brobst for Howard Himes - Director  
Health & Human Services Administration

**REPORT BY:** JoAnn Melgar, Staff Services Analyst II - 707-253-4722

**SUBJECT:** Amendment No. 2 to MV Transportation, Inc.

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170211B with MV Transportation, Inc. increasing the amount by \$41,772 for a new total of \$374,396, incorporating an Addendum to Exhibit B (Compensation) and extending the term through September 30, 2018 to provide shuttle service from locations within the City of Napa to Health and Human Services Agency's South Campus.

### **EXECUTIVE SUMMARY**

The purpose of today's requested action is to extend the term of this agreement for three additional months to September 30, 2018 and to amend the Compensation (Exhibit B) to pay for these additional months of service. Staff is requesting this extension in order to try to work with a local non-profit to take over the provision of this important service.

MV Transportation, Inc. is not a local vendor.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Social Services allocations and County General Fund.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification:	This contract is discretionary in that there is no mandate to contract for these services. Doing so provides an essential transportation option for many of the clients of Napa County Health and Human Services.
Is the general fund affected?	No
Future fiscal impact:	No future fiscal year impact. This contract is set to terminate September 30, 2018
Consequences if not approved:	Without continuing these shuttle services, timely access to HHSA services may be impacted as existing bus service to HHSA South Campus is infrequent during large parts of the day.
Additional Information:	

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

Health and Human Services Agency (HHSA) has contracted with MV Transportation, Inc. to operate a free shuttle service for HHSA clients since August 2016. HHSA ridership surveys conducted since that date have determined that clients rely upon the shuttle to access services at South Campus. The shuttle started with approximately 150 riders in August 2016 and increased to 1,550 per month in January 2017. The average daily ridership in February 2018 was 76. For transit dependent clients, the HHSA shuttle fills gaps in bus service.

Although the Napa Valley Transit Authority (NVRTA) Vine bus No. 11 serves South Campus, the frequency of service ranges between 30 minutes during peak periods to 70 minutes during non-peak periods. This means clients can wait 30 minutes or longer for the bus at 12 different times throughout the day. If clients relied solely upon the bus, it would be more difficult for them to attend and schedule appointments. Clients have expressed concerns, saying they would not be able to access HHSA without the shuttle. HHSA and NVRTA have continued meeting to discuss bus service to South Campus. NVRTA has indicated that given current system needs, funding and statutory limitations, they are not able to either take over operations of the shuttle or increase service to South Campus. HHSA staff is now working with NVRTA staff to explore the use of NVRTA's Shared Vehicle Program. Through this program, NVRTA can make a shuttle bus available to a government or non-profit agency. NVRTA provides the vehicle, maintenance, and insurance. The receiving agency is responsible for supplying a driver and paying fuel costs. A driver must have a commercial driver's license and go through a training, which is provided by NVRTA's contractor at cost.

Staff is requesting a 90-day extension to this contract in order to try to work with a local non-profit to take over the provision of this important service.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri