



Agenda Item Summary

File ID: 22-0875

CNST-11

Meeting Date: 6/21/2022

PLACEMENT: Consent

TITLE:

APPROVAL OF A TRANSPORTATION SERVICES AGREEMENT BETWEEN THE MARTIN COUNTY BOARD OF COUNTY COMMISSIONERS AND THE SCHOOL BOARD OF MARTIN COUNTY

EXECUTIVE SUMMARY:

The Transportation Services Agreement (Agreement) with the School Board of Martin County (School Board) addresses the School Board's provision of school buses to Martin County for the transportation of after-school and summer camp participants to field trips, special events and other activities.

DEPARTMENT: Parks and Recreation

PREPARED BY: **Name:** Katya Lysak
Title: Recreation Administrator

REQUESTED BY: School Board of Martin County

PRESET:

PROCEDURES: None

BACKGROUND/RELATED STRATEGIC GOAL:

1. **Agreement prepared by:** School Board of Martin County
2. **Parties to the Agreement/Contract:** School Board of Martin County and Martin County Board of County Commissioners.
3. **Purpose of Agreement/Contract:** Utilization of school buses for transportation of after-school and summer camp participants for program field trips and special events.
4. **New/Renewal Modified:** New. Similar contracts with the School Board have been executed in the past.
5. **Duration:** One year, beginning July 1, 2022 and expiring on June 30, 2023.
6. **Benefits to Martin County:** Access to lowest cost mass transportation services for Martin County summer day camps and after-school programs.

7. Cost to Martin County: Estimated at \$30,000 total: \$15,000 from Children's Services Council of Martin County (CSC) grant funds and \$15,000 from summer camp revenue.

The Agreement addresses the School Board's provision of up to five (5) school buses to Martin County for the transportation of after-school and summer camp participants to field trips, special events, and other activities. The buses are owned and operated by the School Board, and all drivers are background screened by the School Board. Martin County and the School Board will mutually agree upon the transportation routing schedule, and the charges and rates payable to the School Board are as follows:

- Administrative trip charge of \$100.00 per bus per trip
- The rate per mile driven and portions thereof shall be billed at \$5.00 per mile
- Bus driver time shall be billed in 15-minute increments at \$28.00 per hour
- Bus assistant time shall be billed in 15-minute increments at \$20.00 per hour
- A standard pre-trip inspection and post-trip cleaning shall be charged the sum of \$28.00 per trip.

The Agreement is in the final stages of negotiation between the School Board and Martin County, and the final agreed-upon document will be **attached by Supplemental Memo**.

ISSUES:

None

LEGAL SUFFICIENCY REVIEW:

This item has been reviewed for legal sufficiency to determine if it is consistent with applicable law, has identified and addressed legal risks, and has developed strategies for legal defensibility.

RECOMMENDED ACTION:

RECOMMENDATION

Move that the Board approve the Transportation Services Agreement with the School Board of Martin County and authorize the Chairman to execute any and all documents necessary to complete the transaction.

ALTERNATIVE RECOMMENDATIONS

Pull this item from the Consent Agenda and direct staff to pursue alternative, potentially higher cost options.

FISCAL IMPACT:

RECOMMENDATION

The cost of utilizing the subject transportation services is estimated at approximately \$30,000 per year. These costs will be paid from Children's Services Council grant funds and through program fees from summer camp revenue. No additional funds are requested.

Funding Source	County Funds	Non-County Funds
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Children's Services Council Grant Funds		\$15,000
Consolidated Parks	\$15,000	
Subtotal	\$15,000	\$15,000
Project Total	\$30,000	

ALTERNATIVE RECOMMENDATIONS

None

DOCUMENT(S) REQUIRING ACTION:

- ☐ Budget Transfer / Amendment
 ☐ Chair Letter
 ☒ Contract / Agreement
☐ Grant / Application
 ☐ Notice
 ☐ Ordinance
 ☐ Resolution
☐ Other:

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