

Introduced by _____

First Reading _____

Second Reading _____

Ordinance No. _____

Council Bill No. B 311-13

AN ORDINANCE

authorizing an intergovernmental cooperation agreement with The Curators of the University of Missouri for integrated shuttle bus service on campus; and fixing the time when this ordinance shall become effective.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The City Manager is hereby authorized to execute an intergovernmental cooperation agreement with The Curators of the University of Missouri for integrated shuttle bus service on campus. The form and content of the agreement shall be substantially in the same form as set forth in "Exhibit A" attached hereto.

SECTION 2. This ordinance shall be in full force and effect from and after its passage.

PASSED this _____ day of _____, 2013.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

INTERGOVERNMENTAL COOPERATION AGREEMENT

This intergovernmental cooperation agreement (the "Agreement") is entered into on this _____ day of _____, 2013, by and between the City of Columbia, Missouri, a Constitutional charter city of the State of Missouri (hereinafter referred to as the "City"), and The Curators of the University of Missouri (hereinafter referred to as "University"); and may collectively be referred to as the "Parties."

WHEREAS, the University requests integrated Shuttle Bus Service to include: Day Shuttle Bus Service; Evening / Sunday p.m. Shuttle Bus Service; Accessible Shuttle Bus Service; and:

WHEREAS, the City is willing to provide these services.

NOW, THEREFORE, the parties agree as follows:



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COL, CITY OF

I. CITY PROVIDED SERVICES

DAY SHUTTLE BUS SVC

A. Day Shuttle Bus Service:

Day Shuttle Bus Service from commuter parking lots; SG4 (east of Hearnes Center), AV14 (Trowbridge Livestock Center), and RP10 (east of the Research Reactor).

Hours of Operation: 7:00 a.m. to 6:00 p.m. while classes are in session for approximately 163 days with additional service hours availability (6:00 p.m. - 8:00 p.m.) to RP10, if deemed necessary by the University. During peak ridership hours (7:00 a.m. – 11:00 a.m.), two (2) additional buses may be added to serve the SG4 and AV14 routes, if deemed necessary by the University. Service shall be a minimum of eight (8) 35 passenger or larger accessible transit type buses (not school buses) equipped with bicycle racks. SG4 and AV14 routes are required to maintain a fifteen (15) minute frequency or better during all operating hours under standard and expected operating conditions." "In the event that operations consistently or frequently miss targeted service level requirements for unacceptable causes, the University of Missouri reserves the right to meet with Columbia Transit leadership to discuss alternatives and remedies for undelivered service.

B. Evening / Sunday P.M. Shuttle Bus Service:

Evening Shuttle Bus Service requires that three (3) buses be in operation each evening; one (1) bus for the Downtown Loop, one (1) bus for the Campus Loop, and one (1) bus for the South Loop six (6) days a week (Monday – Saturday) from 6:00 p.m. to 1:30 a.m. and Sunday from 12:00 p.m. to 1:30 a.m. during Fall and Spring semesters. The buses shall operate daily throughout the academic year while Residence Halls are open, except on Labor Day, and during Thanksgiving, Christmas, and Spring Breaks. Departure will be from the MU Student Center at scheduled intervals as specified by the University of Missouri. The Evening Shuttle Buses must be accessible, equipped with bicycle racks, and sized so that evening ridership demand is met; a minimum capacity of fifteen (15) passengers. Although the routes are designed as thirty (30) minute loops, the route rotation and bus interval spacing for the Downtown and Campus Loops are

required to provide service at fifteen (15) minute frequencies or better. A maximum of thirty (30) minute frequency for route trip service is required for the South Loop. (See attached Day and Evening Route Maps.)

C. Accessible Bus Service:

The Office of Disability Services (ODS) will provide accessible transportation by way of mini-bus for students with permanent disabilities registered with the ODS. The service will be available from 7:00 a.m. – 5:00 p.m. Monday – Friday during the Fall and Spring semesters. The services will include: transporting students from Residence Halls to and from classrooms, from designated pick-up areas on campus. Students must provide the ODS with ample time to arrange and coordinate scheduled pick-ups. The bus will provide transportation to as many students as meets maximum capacity limits.

NOTE: During the contract period the Accessible Bus Service may be extended to 11:00 p.m.

II. COST FOR SHUTTLE BUS SERVICE

A cost per service hour of \$66.047 will be used to establish the amount charged the University. This cost per service hour will cover all costs associated with operating, maintaining, and replacing vehicles used in the operation of the Shuttle Bus Service. It also includes all costs associated with GPS technology installed on vehicles operating on Shuttle Bus Service routes. The number of service hours will be determined by route requirements. The University will be provided with a minimum of 120 days notice if any change in the cost per service hour or number of service hours is anticipated. The estimated total cost, using 18,994.5 hours of service is \$1,247,925.

III. DESIRED BUS COLORS AND SIGNAGE

The preferred colors of buses used on Shuttle Bus Service routes are black and gold. Each bus will have electronic route display signs capable of displaying the University shuttle service name (Tiger Line), route number, and destination. (See attached Tiger Line logo.)

IV. ADDITIONAL REQUIREMENTS

A. Any increase or decrease in service, route or stop additions or deletions deemed necessary by the University will be communicated to the provider and, based on the nature and extent of the service adjustment, will take effect as quickly as the necessary resources (additional buses, drivers, training, signage, etc.) can be put in place by the provider.

B. One (1) spare bus will be located on or near campus during peak operations and have a 20 minute or less replacement time. Additional spare buses should be available within 1 hour.

V. GPS TECHNOLOGY

All buses used for Shuttle Bus Service routes will have GPS technology included, as soon as the City is able to provide this function. The University shall have the capability to view real time bus locations for all buses on the Shuttle Bus Service routes through a

management portal. The provider will have a dispatcher or technology solution to assign vehicles to routes at all times during operations. Passenger information should be available in near real time and displayable on internet connected monitors that automatically update and available on internet capable mobile devices such as smart phones and tablets. Vehicle locations will be viewable on smart phones and tablets. It is desirable that ETA (Estimated Time of Arrival) information and vehicle location updates be available via text message. Each bus used on the Shuttle Bus Service will have electronic passenger counting or automated passenger counting capabilities that is reportable in terms of boardings and alightings by stop, date, time, route, and bus.

VI. OPERATIONAL MEETINGS

A monthly operations meeting will be held on site at the University to review monthly service delivered by route and day. The monthly report will also detail missed trips or unscheduled service reductions, fuel usage and vehicle mileage, customer service issues, incidents, and resolutions.

VII. DRIVER TRAINING

Each new driver on University Shuttle Bus Service routes will receive a minimum of 2-4 hours of training on University operations, as well as a minimum of 2-4 hours per year of customer service, defensive driving, and safety training. This information will be provided to the University on a yearly basis or as requested by the University.

VIII. AGREEMENT LENGTH AND TERMINATION CONDITIONS

The agreement between The University of Missouri Parking and Transportation Services and the City of Columbia to provide Shuttle Bus Service will be for a period of five (5) years beginning June 1, 2014 through May 31, 2019. Either party may elect to terminate the agreement within the five (5) year period; however, if either party exercises the right to terminate the agreement, notice of termination must be given on January 1. The agreement would then be terminated on December 31 of that year.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have been duly authorized to execute this Agreement as of the day and year first above written.

CITY OF COLUMBIA, MISSOURI

By: _____
Mike Matthes, City Manager

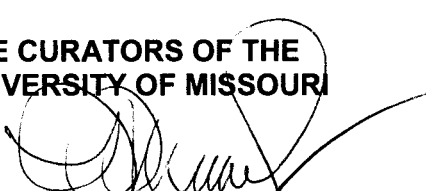
ATTEST:

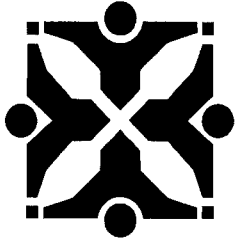
Sheela Amin, City Clerk

APPROVED AS TO FORM:

City Counselor

**THE CURATORS OF THE
UNIVERSITY OF MISSOURI**

By: _____
Lisa Wimmenauer
Associate Director, Business Services



Source: Public Works *John*

Agenda Item No:

To: City Council
From: City Manager and Staff *MM*

Council Meeting Date: Oct 21, 2013

Re: Intergovernmental Cooperative Agreement with the University of Missouri for Transportation Services

EXECUTIVE SUMMARY:

Staff has prepared for Council consideration an ordinance authorizing the City Manager to execute an Intergovernmental Cooperative Agreement with the University of Missouri for providing transportation services on campus.

DISCUSSION:

The City of Columbia has provided shuttle bus service for the University of Missouri since the early 1980's. This service began as shuttles to and from satellite parking lots, but has expanded over the years to evening service to The District and access to off-campus over-flow housing.

Previous agreements with the University included only the direct cost of operating the service (driver salaries, fuel, maintenance). With this agreement, additional related costs include capital matching funds for bus replacement, percentage of utilities and administrative costs, projected costs for GPS applications, and a percentage of training and management salaries (see attachment). This agreement also allows for a change in the cost per service hour, or number of services hours, with a minimum of 120 days notice to the University.

The agreement will be for a period of five (5) years beginning June 1, 2014 through May 31, 2019. Either party may elect to terminate the agreement within the five (5) year period; however, if either party exercises the right to terminate the agreement, notice of termination must be given on January 1. The agreement would then be terminated on December 31 of that year.

FISCAL IMPACT:

This agreement is for \$1,247,925 annually, and allows for cost increases with a 120 day notice to the University. A description and breakout of costs is attached to this memo.

VISION IMPACT:

<http://www.gocolumbiamo.com/Council/Meetings/visionimpact.php>

Columbia will have diverse travel options that allow for safe and efficient travel to and through destination points. Travel options will be compatible with adjacent land uses and coordinated with the transportation timing needs of the community.

SUGGESTED COUNCIL ACTIONS:

Approve the ordinance authorizing an Intergovernmental Cooperative Agreement with the University of Missouri.

FISCAL and VISION NOTES:					
City Fiscal Impact Enter all that apply		Program Impact		Mandates	
City's current net FY cost	\$0.00	New Program/ Agency?	No	Federal or State mandated?	No
Amount of funds already appropriated	\$0.00	Duplicates/Expands an existing program?	Yes	Vision Implementation impact	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?	No	Enter all that apply: Refer to Web site	
Estimated 2 year net costs:		Resources Required		Vision Impact?	Yes
One Time	\$0.00	Requires add'l FTE Personnel?	No	Primary Vision, Strategy and/or Goal Item #	13.2
Operating/ Ongoing	\$2,495,850.00	Requires add'l facilities?	No	Secondary Vision, Strategy and/or Goal Item #	
		Requires add'l capital equipment?	No	Fiscal year implementation Task #	

Description	Costs
Dispatchers, Supervisor, Training, Admin.	\$ 275,368
Driver's Salaries and Benefits	\$ 336,212
Semester Passes - Tiger Diggs	\$ 58,750
Vehicle Costs (Fuel & Maintenance)	\$ 281,168
Utilities, Insurance & Intergovernmental	\$ 226,124
Vehicle Replacement Capital Cost	\$ 70,303
	\$ 1,247,925