



Purchasing Division Memo

To: Robert Harrison, City Manager
From: Maria Mayhue, Acting Procurement Manager
Date: October 22, 2020
Re: Award of RFP 12020P – Paratransit (ADA) Services

We are pleased to announce the proposal and evaluation process for a selecting a contractor to provide Paratransit Services for Yakima Transit is complete.

On October 19, Requests for Proposals were accepted from interested parties to provide the City with these services. Proposals were received from the following:

1. A&A Motorcoach (TDM)
2. Medstar Transportation

An evaluation committee was formed with the following individuals:

Alvie Maxey, Transit Manager
Kelly Darbyson, Community Transportation Coordinator
Jessica Bland, Transit Office Assistant
Greg Story, Transit Assistant Manager (non-scoring)
Maria Mayhue, Acting Procurement Manager (non-scoring)

Purchasing reviewed the Proposals for responsiveness to the RFP. All were determined to meet the minimum requirements of the RFP. Reference checks were done for all proposers.

The committee met on October 19, 2020. All committee members were in attendance. The proposals were subjected to a scoring matrix, where they were judged in four different areas, worth a total of 100 points. There were 3 scoring committee members, with a total of 300 points possible. The committee chose Medstar Transportation (197 points) as the top scoring Proposer, meeting the requirements of the RFP.

The committee recommends Medstar Transportation as the selected contractor.

Please approve this Recommendation of Award, as outlined above for these services.

Approved:

Robert Harrison, City Manager