

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: March 9, 2021	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
Department: Palm Tran	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Public Hearing

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- A) An agreement between Palm Tran and Trapeze Group for EZ-Wallet software in the amount of \$247,703;
- B) An agreement between Palm Tran and Trapeze Group for OPS-Web Bidding software in the amount of \$24,288; and
- C) An agreement between Palm Tran and Trapeze Group for PASS-IVR (Interactive Voice Response) software in the amount of \$25,000.

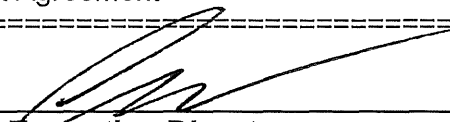
Summary: Palm Tran is seeking approval to enter into three sole-source agreements with Trapeze Group for software and services. These agreements will expand the functionality and features of products that Palm Tran currently licenses for both its Paratransit and Fixed Route operations. The first agreement is for "EZ-Wallet", which will allow for both cashless and contactless payment when customers board Palm Tran. The second agreement is for OPS-Web Bidding software that will automate the work bid process for Fixed Route Operations. The third agreement provides a software upgrade to the PASS-IVR, which is Palm Tran's automated communications system. These agreements are vital enhancements to prevent, prepare for, and respond to the COVID-19 Pandemic, thus Palm Tran will utilize federal funding through the CARES Act. These agreements are not subject to Federal Disadvantaged Business Enterprise (DBE) requirements as they are sole sourced and Trapeze will not be utilizing subcontractors to provide the services.

The indemnification provisions of all three contracts differ from the usual indemnification of the County by other contractors. Indemnification of the County by this vendor is limited to 1.5 times the amount of each contract. In addition, Trapeze Group's liability for injury to persons or damage to tangible property is limited to instances of negligence or misconduct by the Contractor, meaning that the County is indemnified to a lesser degree by this Contractor than in other County contracts. Given the increased legal risks presented by these indemnification provisions, the Risk Management Department and County Attorney's Office recommended that Palm Tran present these contracts directly for approval by this Board. (Countywide) MM

Background and Justification: Palm Tran has entered into agreements with Trapeze Group and utilized its products since 2002. Palm Tran currently licenses 17 different software modules from Trapeze Group that are integral to Palm Tran's day-to-day operations. These modules support staff in functions such as eligibility processing, transit scheduling, and employee timekeeping and processing of payroll. As stated, these agreements will aid in the response to COVID-19. Specifically, the EZ-Wallet will allow for contactless payment that will reduce the handling of cash. Additionally, the OPS-Web Bidding will provide an innovative bidding process to reduce social gathering, while PASS-IVR will bolster Palm Tran's communication system which has been critical in relaying COVID-19 information to customers.

Attachments:

- 1) EZ-Wallet Agreement
- 2) OPS-Web Bidding Agreement
- 3) PASS-IVR Agreement

Recommended By: _____  _____ 2/26/2021
 Executive Director Date

Approved By: _____  _____ 3/8/2021
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures					
Operating Costs	296,991				
External Revenues	(296,991)				
Program Income(County)					
In-Kind Match(County)					
NET FISCAL IMPACT	-				
#ADDITIONAL FTE					
POSITIONS (CUMULATIVE)					

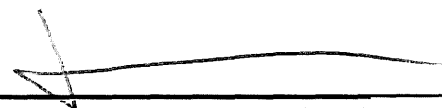
Is Item Included in Proposed Budget? Yes No
 Does this item include the use of federal funds? Yes No

Budget Account No:

Fund	Agency	Organization	Object	RSRC
1341	542	5561	5121	

B. Recommended Sources of Funds/Summary of Fiscal Impact:

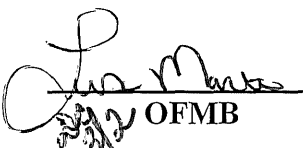
C. Departmental Fiscal Review:



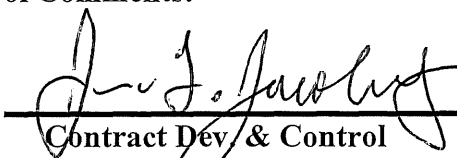
 Jeremy Baker, Director Administrative Services

III. REVIEW COMMENTS:

A. OFMB Fiscal and/or Contract Dev. and Control Comments:




 OFMB 2/24/21



 Contract Dev & Control 3/3/21
 3-3-21 TW

B. Legal Sufficiency



 Assistant County Attorney M. Mutamba 3/8/21

C. Other Department Review

 Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)