

**ORDINANCE NO. 1620**

**AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT AMENDMENT WITH FIRST TRANSIT, INC. OF CHICAGO, IL TO PROVIDE SERVICES FOR AN ADDITIONAL THREE YEARS.**

**WHEREAS**, the Parties entered into a contract for Transit Services dated June 1, 2021, with an initial contract term of three (3) years, effective July 1, 2021 to June 30, 2024;

**WHEREAS**, the contract was amended on June 1, 2023;

**WHEREAS**, the contract states: "An option of three (3) one year contract extensions will be provided with maximum option ending June 30, 2027.";

**WHEREAS**, the City intends to extend the contract for each of the remaining three years; and;

**WHEREAS**, the Contractor has provided, in writing and after negotiation, its desire and rate to extend for each of the three years.

**NOW, THEREFORE, THE CITY OF CANBY ORDAINS AS FOLLOWS:**

The City Administrator hereby authorized and directed to make, execute, and declare in the name of the City of Canby and on its behalf, an appropriate amendment to the contract with First Transit, Inc. of Chicago, IL. A copy of said amendment is attached hereto as Exhibit "A" and by this reference incorporated herein.

**SUBMITTED** to the Canby City Council and read the first time at a regular meeting thereof on Wednesday, May 1, 2024, and ordered posted in three (3) public and conspicuous places in the City of Canby as specified in the Canby City Charter and to come before the City Council for final reading and action at a regular meeting thereof on Wednesday, May 15, 2024 commencing at the hour of 7:00PM in the City Council Chambers located at 222 NE 2nd Avenue, 1<sup>st</sup> Floor, Canby, Oregon.




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Maya Benham, CMC  
City Recorder

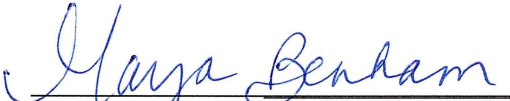
**PASSED** on second and final reading by the Canby City Council at a regular meeting thereof on May 15, 2024, by the following vote:

YEAS 5

NAYS 0

  
\_\_\_\_\_  
Brian Hodson,  
Mayor

**ATTEST:**

  
\_\_\_\_\_  
Maya Benham, CMC  
City Recorder

**AFFIDAVIT OF POSTING**

STATE OF OREGON       )  
  )  
County of Clackamas    )       ss:  
  )  
CITY OF CANBY         )

I, Maya Benham, being first duly sworn, depose and say that I am the City Recorder for the City of Canby, Clackamas County, Oregon, a City duly incorporated under and by virtue of the laws of the State of Oregon.

That on the 1<sup>st</sup> day of May, 2024, the Council for said City of Canby held a Regular City Council Meeting, at which meeting Ordinance No. 1620 was read for the first time and passed by the vote of said Council and then and there ordered posted in at least three (3) public and conspicuous places in said City for a period of five (5) days prior to the second reading and final vote on said Ordinance, as provided in Section 2 of Chapter 8 of the Charter of the City of Canby, and

Thereafter, on the 2<sup>nd</sup> day of May, 2024, I posted said Ordinance in the following three (3) conspicuous places, all within the said City of Canby, to wit:


- 1.     Canby Civic Building
- 2.     Canby Post Office
- 3.     City of Canby Web Page

That since said posting on the date aforesaid, the said Ordinance will remain posted in the said three (3) public and very conspicuous places for the period of more than five (5) days and until the very 15<sup>th</sup> day of May 2024.

  
\_\_\_\_\_  
Maya Benham, CMC  
City Recorder

Subscribed and sworn to before me this 7<sup>th</sup> day of May, 2024.



  
\_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: 12-12-26

**Amendment 2  
Contract for Transit Services  
No.: CAT2021**

**THE CONTRACT** was previously entered into on the 1st day of June 2021 between the City of Canby, Oregon, a municipal corporation hereinafter called "City," and First Transit, Inc., with headquarters located in Chicago, IL hereinafter called "Contractor", and collectively referred to herein as the "Parties".

**WITNESSETH THAT:**

**WHEREAS,** the Parties entered into a contract for Transit Services dated June 1, 2021, with an initial contract term of three (3) years, effective July 1, 2021 to June 30, 2024 ("The Agreement"); and

**WHEREAS, The** Agreement was amended on July 1, 2023, to included liability insurance and additional service; and

**WHEREAS, The** Agreement has reached the end of the initial period; and

**WHEREAS,** The Agreement states: "An option of three (3) one year contract extensions will be provided with maximum option ending June 30, 2027."; and

**WHEREAS,** the Contractor has provided, in writing and after negotiation, three years of extensions; and

**WHEREAS,** the extensions are as follows:

**Budget year 2025**      \$1,945,342.17 (21,033 VRH - @ \$92.49 per vehicle revenue hour) **Budget year**  
**2026**      \$2,025,484.12 (20,996 VRH - @ \$96.47 per vehicle revenue hour) **Budget year 2027**  
                  \$2,098,462.41 (21,033 VRH - @ \$99.77 per vehicle revenue hour)

; and

**WHEREAS,** liability insurance, which was added via amendment 1 as a separate cost, will now be included in the above stated rates and not as a separate cost.

All other terms, conditions, agreements, amendments, and addendums remain in effect between the parties.

**IT IS SO AGREED,** City and Contractor have executed this Transit Contract Amendment 2 effective July 1, 2024.

4-17-24  
Date

\_\_\_\_\_  
Date

Eileen Stein  
Name:

\_\_\_\_\_  
Name:

Title: City Administrator

Title:

City of Canby  
PO Box 930  
Canby, OR 97031  
503.266.0745

First Transit Inc.  
22192 Network Place  
Chicago, IL  
972.391.4600

**COST  
PROPOSAL  
Canby Area Transit (CAT)  
Operations**

Based upon the estimated figures provided in Section 1.3 and Attachment I, indicate the proposed costs for CAT Operations for 3 years of service.

SERVICE TYPE	FY 2024-25	FY 2025-26	FY 2026-27
	Per Revenue Hour	Per Revenue Hour	Per Revenue Hour
Fixed Route / Commuter Route 99	\$92.49	\$96.47	\$99.77
Demand Response - Dial-A-Ride	\$92.49	\$96.47	\$99.77
City Circulator	\$92.49	\$96.47	\$99.77

Annual Cost	FY 2024 25	FY 2025 26	FY 2026 27
Fixed Route / Commuter Route 99	\$960,786.12	\$1,000,683.31	\$1,037,109.15
Demand Response - Dial-A-Ride	\$640,493.25	\$667,090.05	\$691,406.10
City Circulator	\$344,062.80	\$357,710.76	\$369,947.16
<b>Total Annual Cost</b>	<b>\$1,945,342.17</b>	<b>\$2,025,484.12</b>	<b>\$2,098,462.41</b>

*Revenue Vehicle Hours per year based on the following: year 3 21,033, year 4 20,996, year 5 21,033.*

\_\_\_\_\_  
**Company Name**

\_\_\_\_\_  
**Signature of Authorized Official**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Name, Title of Authorized Official  
(print or type)**

\_\_\_\_\_  
**City, State, Zip**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Phone**

**Attachment B**

**BUDGET**

**FORM**

**Proposed Budget**

<b>Company Name:</b>	<b>First Transit, Inc.</b>		
<b>Category</b>	<b>Budgeted Amount</b>		
	<b>FY 2024-25</b>	<b>FY 2025-26</b>	<b>FY 2026-27</b>
Driver Wages	\$864,132.60	\$902,640.33	\$937,744.52
Driver Benefits	\$118,697.22	\$124,652.74	\$130,796.24
Dispatch Wages	\$184,373.02	\$191,833.20	\$197,012.70
Dispatch Benefits	\$39,853.18	\$41,843.55	\$43,920.92
Supervisor Wages	\$66,075.88	\$68,207.36	\$70,189.64
Management Wages	\$115,000.00	\$117,875.00	\$120,821.88
Management Fringes	\$15,631.99	\$16,343.62	\$17,087.99
Payroll Taxes	\$142,661.30	\$147,499.92	\$151,921.78
Workers Comp	\$40,512.63	\$41,525.44	\$42,563.58
Liability Insurance	\$134,425.60	\$140,294.30	\$146,786.44
Communications	\$1,950.72	\$1,999.49	\$2,049.48
Driver Uniforms	\$5,115.23	\$5,243.11	\$5,374.19
Driver Physicals & D/A Testing	\$1,460.26	\$1,496.77	\$1,534.19
Employee Recruiting/Training	\$8,362.27	\$8,571.32	\$8,785.61
Office Supplies/ADP	\$8,685.88	\$8,886.47	\$9,092.08
Start Up	\$0.00	\$0.00	\$0.00
Interest	\$0.00	\$0.00	\$0.00
Administrative Overhead/Profit	155,603.81	161,971.61	167,859.40
Other - Bus Wash Labor & Supplies	\$32,092.04	\$33,641.30	\$34,583.06
Other - Copier lease, usage and maintenance	\$3,230.67	\$3,311.44	\$3,394.22
Other - Technology	\$7,477.87	\$7,647.15	\$6,944.49
<b>Total:</b>	<b>\$1,945,342.17</b>	<b>\$2,025,484.12</b>	<b>\$2,098,462.41</b>
Number of Fixed Route Vehicle Revenue Hours	10,388	10,373	10,395
Number of City Circulator Vehicle Revenue Hours	3,720	3,708	3,708
Number of Demand Response Vehicle Revenue Hours	6,925	6,915	6,930
<b>Total Vehicle Revenue Hours</b>	<b>21,033</b>	<b>20,996</b>	<b>21,033</b>
Fixed Route - Cost per Vehicle Revenue Hour	\$92.49	\$96.47	\$99.77
City Circulator - Cost per Vehicle Revenue Hour	\$92.49	\$96.47	\$99.77
Demand Response - Cost per Vehicle Revenue Hour	\$92.49	\$96.47	\$99.77
<b>Total cost:</b>	<b>\$1,945,342.17</b>	<b>\$2,025,484.12</b>	<b>\$2,098,462.41</b>

*Submit with Proposal*

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**Name, Title of Authorized Official  
(print or type)**

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**City, State, Zip**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Phone**



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