

# TORONTO TRANSIT COMMISSION REPORT NO.

**MEETING DATE:** July 6, 2011

**SUBJECT:** Wheel-Trans Taxi Contracts - Procurement Timelines

## **INFORMATION ITEM**

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### RECOMMENDATION

It is recommended that the Commission receive the following report for information.

### BACKGROUND

The Commission at its meeting of May 11, 2011 directed staff not to exercise TTC's option of extending the Wheel-Trans Accessible Taxi services contracts for any of its three contractors which expire on December 31, 2013 and to initiate a new competitive Request for Proposal (RFP) for this service.

Commissioner D. Minnan-Wong requested staff at the Commission meeting of June 8, 2011 to provide a report to the Commission regarding the necessary steps and deadlines that needed to be achieved so that a RFP can be tendered, awarded and in place on the dates the current contracts expire.

### DISCUSSION

The following schedule outlines the steps that staff will be taking in order to have new contracts in place prior to the expiry of the current contracts for Wheel-Trans Accessible Taxi (WTAT) services:

- **January to March 2012** – Investigate alternative service models for delivery of Wheel-Trans Accessible Taxi services (e.g. New York livery service agreements, etc.)
- **March to May 2012** - Consult with the Advisory Committee on Accessible Transportation (ACAT), American Public Transit Association (APTA) and the accessible Taxi services industry to investigate options to improve WTAT services and to look at alternative service models.
- **June to August 2012** – Public consultation with Taxi industry on proposed requirements for new contracts.
- **September 2012** – Present RFP requirements to Commission.
- **October 2012** – Issue RFP to procure a Fairness Monitor to ensure that the WTAT services RFP will be carried out in a fair and transparent manner.
- **December 2012** – Award of a Fairness Monitor contract.
- **January 2013** - Finalize WTAT RFP documents.

- **February 2013** – Publicly advertise WTAT RFP.
- **April 2013** – Close WTAT RFP.
- **May to June 2013** – Complete Proposal evaluation.
- **July 2013** – Commission approval and award of contract(s).
- **August to January 2013** – Transition period to prepare for the start up of the new contracts in 2014.
- **January 5, 2014** - Start of new contracts.

Staff will provide periodic status reports to the Commission regarding staff's progress in this matter.

**JUSTIFICATION**

By following the forgoing schedule staff will have sufficient time to ensure new contracts are in place for the Wheel-Trans Accessible Taxi services by the expiry dates of the current contracts.

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June 21, 2011  
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