## **COMMISSION MEETING DATE:** October 22, 2013

Vendor Name (& Location):						Number: RM-102235						
Academy Express, LLC.												
Hoboken, NJ						Tota	Total Amount: (\$200,000.00-Annual Revenue)					
Description:						Budget Code:						
Management Services at Interchange No. 8A						n/a						
Park-and-Ride Facility						Contract Term (Including Options, if any):						
						3-Year contract with the option to extend for two additional one-year terms at the discretion of the Authority						
						Fui	nding Source:	Opera	ating Capital		Capital	
						FS	Funding subje		F	Funds are available in the appropriate operating/capital		
							through WRA approval prod			budgets for the referenced procurements.		
						FF	Future Funded		FP	Subject to funding availability at the time of ordering.		
	<del></del>								Х	actic	ciric	or ordering.
PROCUREMENT TYPE:						Requesting Department:						
Х	Competit	ive		Non-0	Competitive		Patron Services					
SOLICITATION TYPE:						Director/Manager:						
	Bid	Х	RFP		State Contract		Erika Vargas Garrison					
Sole Other Source						Publicly advertised in the <u>Star Ledger</u> , the <u>Trenton Times</u> and posted on the Authority's and State's websites on September 13, 2013.						

The Authority issued a request for proposal ("RFP") for a firm to provide management services (the "Operator") at the New Jersey Turnpike Interchange No. 8A Park-and-Ride facility in South Brunswick, NJ (the "Facility"). The Facility, which is owned by the Authority, has been in operation since December 1995. It consists of a 935-space parking lot, a terminal building, a ticket office and entrance booths. The Operator shall be responsible for managing the parking lot and terminal building, coordinating bus operations and handling all ancillary uses of the Facility (the "Services"). The Authority has set fees for parking and bus egress. The Operator is required to pay the Authority a flat annual license fee in the minimum amount of \$200,000.

The RFP was advertised on September 13, 2013 in the Star Ledger and the Trenton Times and posted on the Authority's and the State's websites. In addition, the five firms listed in the Authority's database for the Services were notified of the procurement. On October 3, 2013 one proposal was received from Academy Express, LLC ("Academy").

An Evaluation Committee (the "Committee"), which was approved by the Executive Director, consisted of personnel from the Authority's Patron Services, Finance and Procurement and Materials Management Departments.

The Committee reviewed Academy's proposal and found that it was a comprehensive and thoughtful response to the RFP. Academy conveyed a clear and thorough understanding of the Authority's operational and maintenance needs of the Facility. In addition, Academy has extensive experience, personnel and equipment required to efficiently operate and maintain the Facility. Each of Academy's project management team has a minimum of ten years' experience while others have as much as 35 years' experience in the ground transportation business.

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Furthermore, Academy has extensive experience in operating and managing commuter bus services at other Authority owned park-and-ride facilities through a coordinated service with New Jersey Transit. Moreover, Academy has increased its annual license fee from \$150,000 to the \$200,000 minimum set forth in the RFP.

The Committee concluded that Academy is qualified to perform the Services and recommends that it be awarded the contract. Accordingly, authorization is requested to award a contract to Academy Express, LLC for performing the Services for a three-year contract with the option, delegated to the Executive Director, to extend for two additional one-year terms.

The process for the professional services contracts was conducted in accordance with N.J.S.A. 27:23-6.1 of the Authority's enabling legislation, N.J.A.C. 19:9-2.1(b) promulgated pursuant thereto, and Executive Order No. 37 (Corzine 2006). This award is also contingent upon the Treasurer of the State of New Jersey completing the review of all documents submitted by the selected awardee pursuant to Public Law 2005, Chapter 51 and Executive Order No. 117 (Corzine 2008), and having no objection to same.