

TRANSPORTATION

Management, Oversight, and Routing

AGENDA

History

Current Year Issues/Root Causes

Data

Core Challenges

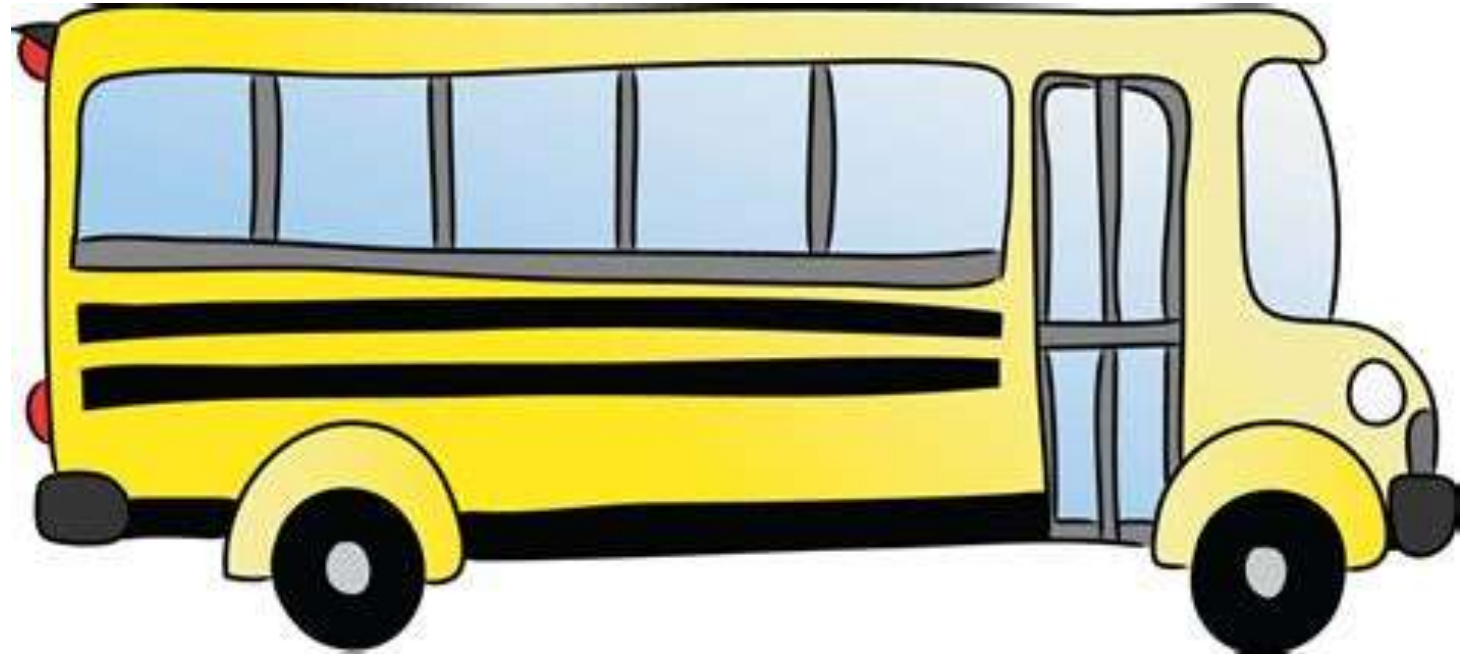
Options with Costs

Recommendation

Routing

Expected Outcomes

Next Steps



HISTORY - MANAGEMENT, OVERSIGHT, AND ROUTING

2013-2014 - Internal Management/Oversight/Routing.

May 2014 - Contract with First Student, Inc.

October 2014 - Supervisor of Transportation Services resigned.

March 2015 - Hired Transportation Manager.

Spring of 2016 -Transportation Committee was formed.

July 2016 - Transportation Manager resigned.

January 2017 - Engage MCIU for transportation management/oversight of operations and routing with Orbit Inc. performing routing tasks.

October 2017 - The Board approved a revised job description for the position of transportation manager.

CURRENT YEAR (2017-2018)

Issues

- Long ride times
- Some over-crowding
- Increase in car lines
- Communications
- Routing
- Substitute drivers

Root Causes

- Complicated Management/Oversight/Routing structure
 - District
 - First Student
 - MCIU
 - Orbit
- Amount of Change
 - Re-routing due to school closure
 - Stop, right side pick-up, and cul-de-sac changes
 - All routes impacted in each of last 2 yrs
- Routing Failures
- Driver Shortage

DATA

Survey of Montgomery County Districts

- 68% or 15 of 22 MCIU districts responded
- 80% outsource part of their transportation while 67% outsource completely
- **87% have a specific district person overseeing transportation**
- **100% have a person responsible for routing (contractor/internally)**
- 60% have additional support staff other than bus aides assisting
- 33% use Bus Boss or Versa Tran software to route
- 55% of the School Districts have a max travel time of 60 minutes (district students)

CORE CHALLENGES

Consistent management and oversight

Controlling amount of change

Overall quality and testing of routes

Driver shortage

OPTIONS

2017-2018 Budgeted Amounts		
Routing - Orbit*	\$	30,000.00
Routing - First Student	\$	36,000.00
Oversight - MCIU	\$	72,000.00
Total Budgeted Expenses	\$	138,000.00

Option 1 - In House Routing (all other options remain consistent)		
Routing - Orbit*	\$	-
Routing - First Student	\$	-
Oversight - MSD Transportation Manager**	\$	102,700.00
Routing - Methacton School District***	\$	94,800.00
Total Budgeted Expenses	\$	197,500.00

Option 2 - First Student Routing (all other options remain consistent)		
Routing - Orbit*	\$	-
Routing - First Student	\$	60,000.00
Oversight - MSD Transportation Manager**	\$	102,700.00
Routing - Methacton School District***	\$	-
Total Budgeted Expenses	\$	162,700.00

* Routing Services Only, does not include Software which would remain.

** Transportation Manager is currently budgeted for by MSD, includes Sal & Ben.

*** Proposed Routing Individual @ \$60k Annual Salary, includes Sal & Ben.

RECOMMENDATION

(BASED ON DISCUSSION WITH PROPERTY & TRANSPORTATION COMMITTEE OF THE BOARD)

Contract with First Student Inc. to establish and maintain routes for the 2018-2019 school year and going forward. \$60,000/yr.

Maintain management/oversight in office of the Director of Business Services.

Create the position of Program Coordinator to carry out the daily tasks as directed by the Director of Business Services. \$102,700/yr (65K salary).

- Billing review, parent concerns, routing review, 3rd party transport coordination, and communications coordination.

ROUTING

First Student will review current routes, and will be responsible for planning all routes, stops, and schedules.

First Student will continue to use Bus Boss software for the 2018/2019 school year. It will be determined no later than the end of October 2018 if switching over to another software is in the best interest of the district.

First Student will have a full time router on site to provide routing services and to assist in the transportation office. This will be in addition to the FS Site Manager and FS Dispatcher.

EXPECTED OUTCOMES

Clear delineation of responsibility for routing. Addresses one our major challenges.

Allows for coordination of routes, stops, and schedules under one organization in coordination with drivers.

Contract for services will spell out timelines, deliverables, and responsibilities. Allows for proper and clear management of contract.

Limit amount of change while addressing long rides, inefficient routes, and crowding to fall within 7% threshold of given parameters within contract.

NEXT STEPS

1. Draft contract for routing services inclusive of parameters, deliverables, and timelines for Jan 23rd.
2. Draft job description of Program Coordinator for Jan 23rd.