



**(Board Copy)**  
**Washington Metropolitan Area Transit Authority**  
**METRO ELECTRONIC ACTION**  
**DOCUMENT**

IDENTIFICATION			
MEAD ID:	99104	ACTION:	N/A
AWARD VALUE:	(Not yet awarded)	CONTRACT: (Proposed)	
FUND SOURCES: (View)		CONTRACTOR:	
LAST MODIFIED:	12/08/2005		

DESCRIPTION	
SUBJECT:	Authorize GM/CEO to exercise the final options of Flexcar's and Zipcar's car sharing contracts.
PURPOSE:	To obtain Board of Directors approval to authorize the General Manager to exercise the final options of the Car Sharing contracts with Flexcar and Zipcar subject to continued satisfactory performance.

ORIGINATION					
INITIATOR			DEPARTMENTAL APPROVAL		
JOEL WASHINGTON on 11/08/2005			Approved by THOMAS , EDWARD 11/08/2005		
PHONE:	202-962-2616	OFFICE:	BPPD	DEPT:	Planning and Strategic Pr

COORDINATION (ROUTING)		
OFFICE	NAME	ACTION/DATE
(4110)	SALPEAS, PANAGIOTIS	Approved 11/16/2005
BPPD (8310)	WASHINGTON, JOEL	Approved 11/09/2005
(8110)	THOMAS, EDWARD	Approved 11/08/2005
PRMT (7410)	JACKSON, LUCY	Approved 11/22/2005
PRMT (7410)	JACKSON, LUCY	Re-assigned 11/21/2005
COUN (1410)	O'KEEFFE, CAROL	Approved 11/28/2005
COUN (1410)	O'KEEFFE, CAROL	Approved 11/22/2005
(7110)	WILKINS, PAMELA	Approved 11/29/2005

FINAL APPROVALS	
OFFICE	NAME/ACTION
PLN_DEV_CMTE	Approved for by PANAGIOTIS SALPEAS on 11/16/2005
BEMR	Approved for by HAROLD BARTLETT on 12/02/2005
GM	Approved for GMGR by GMGR CEO on 12/09/2005
BOARD	BOARD WMATA (Not Yet Approved)



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**NARRATIVE**

**DISCUSSION**

On September 20, 2001 the Board of Directors approved the award for the Car Sharing Demonstration Program to Mobility Inc, dba Flexcar. Subsequently, on November 30, 2001, Contract C05038, the Shared Car Demonstration Program, was executed between WMATA and Mobility, Inc., d.b.a. Flexcar. The exclusive contract was for a one-year period with four one-year renewal options, to be exercised at the discretion of the Authority. Thus far, the Board of Directors has approved the first three options of the Flexcar contract.

The program had been highly regarded by the Authority's customers, so in June 2004, the Board authorized the General Manager to initiate and award a new RFP to open the car sharing program to more providers. The contract was opened to other companies in order to make the service available to as many people as possible by servicing more stations than could be done with one company. Zipcar met all requirements of the contract and was awarded a one-year contract with one renewal option.

Both Flexcar and Zipcar have met and/or exceeded all of the milestones detailed in their respective contracts. The two companies combined have over 20,000 members in the Washington Metropolitan Area. There are currently 34 car sharing vehicles in Metrorail Kiss-and-Ride lots, 181 near Metrorail stations (within a 5-minute walk) and 105 in urban neighborhoods throughout the region, for a total of 320 car sharing vehicles available. Between Kiss-and-Ride lots and nearby locations, car sharing access is available at or near nearly 70% of all Metrorail stations. Car utilization averages from a few hours a day up to 12 hours a day, depending on the density of the neighborhood, car ownership levels and length of time the car has been located there. As part of their contracts, both Flexcar and Zipcar surveyed their members in 2001 and 2005 respectively. Both surveys indicated that use of Metrorail and Metrobus increased when the members joined the car sharing program.

These contracts are no-cost, no-revenue contracts at this time. WMATA provides a limited number of parking spaces to Flexcar and Zipcar, and in turn a service is provided to WMATA customers.

Staff is currently developing a business strategy for continuing to provide car sharing services for beyond the contract periods, as upon exercising these contract options both contracts will be in their final year. A new RFP will be issued in early 2006 that will enable this service to continue for the Authority's customers beyond the contract expiration dates of November 30, 2006.

**OPTIONS**

Do not authorize the GM/CEO to exercise these final options, which will cause the programs to cease operation on December 31.

**IMPACT ON FUNDING**

This action has no impact on funding

**RECOMMENDATION**

That the Board of Directors authorize the General Manager to exercise the final options of the Car Sharing contracts with Flexcar and Zipcar subject to continued satisfactory performance and Procurement Procedures Manual requirements.