

RESOLUTION 2025-###

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO ENTER INTO A SOFTWARE LICENSE AGREEMENT WITH TRIPSPARK TECHNOLOGIES FOR PARATRANSIT SOFTWARE IN AN AMOUNT NOT TO EXCEED \$130,000 FOR PURCHASING, INSTALLATION, AND TRAINING OF NOVUS TRANSPORTATION SCHEDULING AND DISPATCHING SOFTWARE

WHEREAS, the Community Services Division's Paratransit program has been using RouteMatch software since 2017 to schedule transportation, track travel statistics, and prepare the required annual reports for Measure J funding and CHP inspection;

WHEREAS the software has become outdated and was sold to three different companies over the past four years, resulting in unstable technical support and a lack of maintenance and updates to the RouteMatch system;

WHEREAS, in 2023 and 2024, City paratransit staff met with four software companies, including TripSpark, which had recently acquired RouteMatch;

WHEREAS, after reviewing demonstrations and quotes, staff concluded that the Novus software offered by TripSpark provided the most options at the lowest cost, in accordance with our Finance Policies and Procedures and after consulting with the City Attorney, it was determined that since TripSpark owns the current RouteMatch system we are using, there is no need for an RFP, as we are simply upgrading our software;

WHEREAS, both the City Attorney and IT Department have reviewed the current TripSpark contract for the purchase, training, and use of Novus Transportation Software;

WHEREAS, on January 7, 2025, this item was presented to the Community Services Standing Committee (Cruz/Pineda) for review, where the Committee unanimously recommended forwarding the item to the City Council for review and approval of a resolution authorizing the City Manager to enter into a software license agreement with TripSpark for the Novus transportation software, as outlined in this staff report;

WHEREAS, there is no impact on the General Fund, as all costs will be covered by Measure J Fund 263. Expenses include (1) the purchase of the software and licensing, (2) customization and on-site training, (3) three years of hosting services totaling \$124,316, and (4) annual software maintenance fees of \$5,397, for a total not to exceed \$130,000, payable upon software acceptance and go-live date, which will be determined;

WHEREAS, *Improve connections to healthy eating and active living with all applicable city programs and services* is an adopted policy items under the adopted FY 2025-27 city council priority workplan, effective April 7, 2025; and

WHEREAS, this proposed action is not a project as defined by CEQA.

NOW, THEREFORE, BE IT RESOLVED that the foregoing recitations are true and correct, and are included herein by reference as findings; and

BE IT FURTHER RESOLVED that the City Council of the City of San Pablo hereby authorizes the City Manager to enter into a software license agreement with Tripspark Technologies for paratransit software in an amount not to exceed \$130,000 for purchasing, installation, and training of Novus Transportation Scheduling and Dispatching Software from Fund 263-5410-42005.

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ADOPTED this 4th day of August, 2025, by the following votes:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Dorothy Gantt, Deputy City Clerk

Arturo Cruz, Mayor