AGENDA STAFF REPORT

Control: 26001999

MEETING DATE:	11/17/2026
LEGAL ENTITY TAKING ACTION:	Board of Supervisors
BOARD OF SUPERVISORS DISTRICT(S):	All Districts
SUBMITTING AGENCY/DEPARTMENT:	County Executive Office
DEPARTMENT CONTACT PERSON(S):	Kim Derrick, 714-834-2564 Karen Alvarez, 714-834-2016

SUBJECT: Renewal of Commuter Assistance Program Contract

CEO CONCUR	COUNTY COUNSEL REVIEW	CLERK OF THE BOARD
Concur	Approve agreement to form	DISCUSSION 3 Votes Board Majority

Budgeted: Yes	**Current Year Cost:** $137,270	**Annual Cost:** $137,271
Staffing Impact: No		**Sole Source:** No
Current Fiscal Year Revenue: N/A	**Funding Source:** GF: 77%, Superior Court: 8%, Fund 140 - Air Quality Improvement Fund: 15%	**County Audit in Last 3 years:** No

Levine Act Review Completed? Yes

Prior Board Action: 11/18/2025 #6, 10/18/2022 #42

RECOMMENDED ACTION(S):

Authorize the County Procurement Officer or Deputized designee to execute Amendment Number 2 to renew and amend Contract with William C. McCaughey DBA Innovative TDM Solutions for management of the County's Commuter Assistance Program effective January 1, 2027, through December 31, 2027, in an estimated amount of $274,541, for a revised cumulative contract total estimated amount of $1,238,566.

SUMMARY:

Renewing and amending the Contract with Innovative TDM Solutions to provide management of the Commuter Assistance Program services will maintain the County's compliance with South Coast Air Quality Management District's mandates.

BACKGROUND INFORMATION:

Following a Request for Proposal solicitation, on October 18, 2022, your Honorable Board of Supervisors (Board) approved the execution of the Contract MA-017- 23010163 with William C. McCaughey DBA Innovative TDM Solutions (ITS) for management of the County's Commuter Assistance Program (Rideshare Program), effective January 1, 2023, through December 31, 2025, for an estimated amount of $700,151, with two additional one-year renewal terms for an estimated amount of $263,874 for the first renewal term, and an estimated amount of $274,541 for the second renewal term.

On November 18, 2025, the Board approved Amendment Number One with ITS to renew Contract MA-017-23010163 for an additional one-year term, ending December 31, 2026.

This Contract Amendment Number 2(Attachment A) will renew the current Contract with ITS for management of the County's Rideshare Program, effective January 1, 2027, through December 31, 2027.

The County's Annual Plan, approved by the South Coast Air Quality Management District (SCAQMD), requires a Commuter Assistance Program, which is managed by a third-party provider.

Innovative TDM Solutions administers these services to ensure the County of Orange complies with SCAQMD Rule 2202, which mandates an emission reduction program and annual targets. To meet Rule 2202 requirements, the County tracks its Average Vehicle Ridership (AVR) score each year, which must improve annually for SCAQMD to approve the Commute Reduction Program without significant changes. With four consecutive years of improvement achieved through the 2026 survey, the County qualifies for a fee reduction from SCAQMD. ITS responsibilities include distributing quarterly all-county and monthly club newsletters, training On-Site Coordinators, administering incentive programs, and coordinating with Metrolink and Public Transit Subsidy Programs. ITS also conducts the Annual Transportation Survey and prepares the Multisite Employee Commute Reduction Plan. In 2026, survey respondents reported 36,616 alternative commute trips—including telecommuting, flex days, carpool/vanpool, public transit, and active transportation. The Rideshare Program offers incentives such as the New Electric Vehicle Program, Metrolink Monthly Pass Program, and averaged 446 members in 2026.

The Orange County Preference Policy is not applicable to this contract renewal. This contract includes subcontractors. See Attachment B for information regarding subcontractors and Contract Summary Form.

ITS' performance has been confirmed as satisfactory. HRS has verified there are no concerns that must be addressed with respect to Contractor's ownership/name, litigation status, or conflicts with County interests.

Prior to contract/agreement expiration, the department plans to issue a solicitation to continue services.

FINANCIAL IMPACT:
The total cost for the one-year contract renewal is an estimated $274,541. Appropriations for this contract are included in Budget Control 056 FY 26-27 Budget and will be included in the budgeting process for future years. Fund 140-Air Quality Improvement from OC Public Works contributes $42,000 (15%) of the Rideshare contract and the Superior Court pays $21,963 (8%) of the contract cost in exchange for managing the Rideshare program for the Courts.

The Contract includes provisions that the Contract is contingent upon the availability of funds in the budget approved by the Board for each fiscal year the Contract remains in effect or operation. In the event such funding is terminated or reduced, the County may terminate the Contract, reduce the County's maximum obligation, or modify the Contract without penalty.

STAFFING IMPACT:
N/A

REVIEWING AGENCIES/DEPARTMENTS:
N/A

ATTACHMENTS:

Attachment A - Amendment Number Two to Contract MA-017-23010163

Attachment B - Contract Summary Form

Attachment C – SCAQMD Rule 2202