

CRIMINAL JUSTICE COMMITTEE MEETING
PUBLIC DEFENDER AGENDA
October 18, 2021

COMMITTEE MEMBERS: Supervisors LEGGETT, Shepler, Strough, Diamond, and Driscoll - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C (4) of the Rules of the Board*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
 1. Request: Resolution Request for a New Contract with Greater Glens Falls Transit (GGFT).
Rationale: To utilize ILS funding to offer transportation services for clients through Greater Glens Falls Transit's new digital pass program.
 2. Request: Resolution Request for a New Contract with various Taxi/ Transportation Providers.
Rationale: To utilize ILS funding to be able to offer transportation services to areas outside of Greater Glens Falls Transit's route.
 3. Request: Resolution Request to Rescind Contract with Queensbury Taxi.
Rationale: Unable to finalize contract with Queensbury Taxi due to lack of necessary insurance coverage.
- IV. Discussion Items:
- V. Referrals/ Pending Items:
- VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)
- VII. Motion to adjourn

Attachments:

1. Resolution Request Form No. 3 – Request for New Contract – Greater Glens Falls Transit
2. Resolution Request Form No. 3 – Request for New Contract – Various Transportation Providers
3. Resolution Request Form No. 4 – Request to Rescind Contract – Queensbury Taxi

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Public Defender's Office

DATE: 10/18/2021

- (a) Is this a Result of a Bid or Request for Proposal? **no**
- (b) Purpose of Contract: **To offer transportation services for clients through Greater Glens Falls Transit's new digital pass program for necessary court appearances, court mandated appointments, etc., for the Public Defender's Office, with all costs to be covered by New York State Office of Indigent Legal Services grant funding.**
- (c) Name of Contractor: **Greater Glens Falls Transit (GGFT)**
- (d) Address of Contractor: **495 Queensbury, Ave., Queensbury NY 12804**
- (e) Contractor's Contact Person and Telephone Number: **Cassandra Becker, Deputy Director of Transportation - (518) 792-1086**
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: **upon execution by both parties**
- (h) Termination Date of Contract: **upon exhaustion of grant funds**
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations Sxx.xx**

*as listed in budget and LOGOS



Announcing our new digital pass program!

Greater Glens Falls Transit is debuting our new mobile fare payment platform (powered by Token Transit) to improve transit pass distribution for social service agencies, health care agencies, employers and schools. Token Transit is a smart phone app that allows your phone to function as your bus fare.

Digitized transit pass programs have the following benefits:

- **Safer:** Make the entire experience of purchasing, distributing, and using transit passes contactless
- **Easier:** Manage who is eligible for passes with a simple list
- **Faster:** Instantly distribute transit passes to riders via text message
- **More cost-effective:** Reduce operational overhead from managing physical transit passes
- **More insights:** Track pass utilization

Pricing for Token Transit Passes

- **Day Pass** (24 Hours) valid for 24 hours after first use/validation.
\$1.50
- **3 Day Pass** (72 Hours) valid for 72 hours after first use/validation.
\$4.50
- **Week Pass** (168 Hours) valid for 168 hours after first use/validation.
\$7.50

Create your Agency Send-a-Pass portal

Here is how it will work:

1. Token Transit will create a password-protected Send-A-Pass portal specifically for your Agency that can be shared with the staff to administer passes.
2. Staff at your agency determines the need of the individual.

3. The recipients **MUST** provide their phone numbers to your staff so that they can be text ed a pass.
4. Your staff inputs recipient's information into the "send pass" template, select the date of pass (either that date or a future date) then issues digital passes directly to riders via text message using the Send-A-Pass portal.
5. Your recipients instantly receives their transit pass and then can board the bus using just their phone.

All the billing will be handled in real-time. Your organization can elect to have one electronic payment method or card on file for all passes. Then, staff can log into the portal and create the pass for the individual and submit the agency specific distribution password to allow their purchase. Or input card information at each purchase.

MODESTO MEDI-CAL BUS MOBILE PASS DISTRIBUTION PROGRAM

Enter client's phone number to send them a pass. Reduced fare passes require proof of eligibility.

SEND PASS



**MODESTO
AREA
EXPRESS**

MODESTO, CA

PHONE
Phone Number

PASS TYPE

Regular 1 Ride	Regular All Day	Regular Seven Day
Regular 50 Ride	Regular 31 Day	Regular MAX to ACE One Way
Regular MAX to ACE 20 Ride	Regular MAX to BART One Way	
Regular MAX to BART Round Trip	Regular MAX to BART 7 Day	
Regular MAX to BART 31 Day		

MEDI-CAL DISTRIBUTION PASSWORD
Medi-Cal Distribution Password

SEND PASS

Example Social Service Pass Distribution Portal. We keep track of the distributors' login credentials on the back end. Allowing for agencies to access data for accurate reporting.

FAQs:

- How do riders get their passes?
Passes are sent via text message directly to a rider's phone. They function identically to standard Token Transit tickets.
- Can we select passes for a specific timeframe?
Yes, you can create passes within timeframe parameters. I.e., one day, three day, a week unlimited pass.
- What phone services does the app require for me to buy, store and use passes?
Token Transit uses a data or wifi connection to purchase and activate passes. Token Transit uses location services, if available, to provide agencies with anonymized and aggregated reporting of which bus stops Token Transit is used at. Bluetooth and NFC may be used to perform validation of transit passes.
- Can I ride without an internet connection?
Token Transit can be used offline. The app requires a data internet connection when purchasing/receiving a pass. It also requires internet connectivity when activating a stored pass. Once activated, the app needs to fetch security information from Token Transit once per day. If you activate and load a ticket in the morning, it will display the ticket offline all day or until the pass expires.
- Can I connect, link, or use my existing bus pass with the app and use it on my phone?
Riders cannot connect their existing bus passes to the app at the moment. The only way to use a bus pass on the Token Transit app is to purchase it through the Token Transit app.
- Is my phone supported?
Token Transit supports iOS and Android phones. Riders' phones will need cellular data or WiFi connectivity to purchase and activate passes; boarding does not require a connection. You will need storage space on your device for the app as well as downloaded ticket information. Requires iOS 9.0 or later - compatible with iPhone, iPad, and iPod touch. Download Token Transit on iTunes. Requires Android 4.4 and up. Tested for compatibility with the most popular Android devices. Download Token Transit on Google Play.

If you have any questions or would like further information, Please contact:
Cassandra Becker, Deputy Director Greater Glens Falls Transit
At cbggft@gftransit.org or 518-792-1086.

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DEPARTMENT NAME: Public Defender's Office

DATE: 10/18/2021

- (a) Is this a Result of a Bid or Request for Proposal? **no**
- (b) Purpose of Contract: **To offer transportation services for clients through various Taxi/Transportation Services for necessary court appearances, court mandated appointments, etc., for the Public Defender's Office, with all costs to be covered by New York State Office of Indigent Legal Services grant funding.**
- (c) Name of Contractor: **TBD**
- (d) Address of Contractor:
- (e) Contractor's Contact Person and Telephone Number:
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: **upon execution by both parties**
- (h) Termination Date of Contract: **upon exhaustion of grant funds**
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Public Defender's Office

DATE: 10/18/2021

- (a) Purpose of Contract Change: **Rescind Resolution for Queensbury Taxi Contract**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: **203 of 2021**
- (c) Name of Contractor: **Queensbury Taxi**
- (d) Address of Contractor:
- (e) Contractor's Contact Person and Telephone Number:
- (f) Commencement Date of Extension:
- (g) Termination Date of Extension:
- (h) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount:**

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 203 OF 2021

RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, SHEPLER, STROUGH, DIAMOND AND DRISCOLL

AUTHORIZING AGREEMENT WITH QUEENSBURY TAXI TO PROVIDE TRANSPORTATION TO CLIENTS FOR NECESSARY COURT APPEARANCES, COURT MANDATED APPOINTMENTS, ETC. FOR THE PUBLIC DEFENDER'S OFFICE

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to enter into an agreement with Queensbury Taxi, 60 South Street, Glens Falls, New York 12801, to provide transportation to clients for necessary court appearances, court mandated appointments, etc., for the Public Defender's Office, with all costs to be covered by New York State Office of Indigent Legal Services grant funding, for a term commencing upon execution by both parties and terminating upon exhaustion of grant funds, in a form approved by the County Attorney.