

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

967



**FROM:** Human Resources Dept.

**SUBMITTAL DATE:**  
December 29, 2006

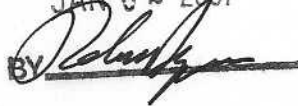
**SUBJECT:** Guaranteed Ride Home Taxi Service Agreements with Yellow and Bell Cab Company of Riverside and San Bernardino, and City Cab of Coachella Valley

**RECOMMENDED MOTION:** 1) Approve and ratify the attached agreements effective January 1, 2007, for Taxi-Cab Services for registered Rideshare participants. 2) Authorize the Chairperson to sign three (3) copies of each agreement; retain one (1) copy and return two (2) copies of each agreement to Human Resources for distribution.

**BACKGROUND:** The County of Riverside Board Policy K-1, Guaranteed Ride Home (GRH) program includes services and benefits designed to support the use of alternate modes of transportation by County employees. This program is an incentive offered to all employees registered as Rideshare participants, as part of the County's compliance with South Coast Air Quality Management District requirements.

FORM APPROVED  
COUNTY COUNSEL

JAN 02 2007

BY 



Ronald W. Komers  
Asst. County Executive Officer/Human Resources Dir.

**FINANCIAL DATA**

Current F.Y. Total Cost:	\$ 2788	In Current Year Budget:	Yes
Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
Annual Net County Cost:	\$ TBD by Claims	For Fiscal Year:	2006/2007

**SOURCE OF FUNDS:** Department Reimbursement or Rideshare Fund

Positions To Be Deleted Per A-30	<input type="checkbox"/>
Requires 4/5 Vote	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

**APPROVE**

County Executive Office Signature



- Policy
- Policy
- Consent
- Consent

Dept's Recomm.:  
Per Exec. Ofc.:

SO: SIM - 3 MAL: 05  
RECEIVED RIVERSIDE COUNTY

**Prev. Agn. Ref.:** \_\_\_\_\_ **District:** \_\_\_\_\_ **Agenda Number:** \_\_\_\_\_

**3 . 30**

**ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD**

Purchasing:  Director  
Departmental Concurrence

If a Rideshare participant is in need of a guaranteed ride home, in most cases, a County Fleet Services vehicle accommodates this request. However, when an employee's work site is not located near a Fleet Services Facility or if the request is made after standard business hours, the Rideshare participant currently contacts the Rideshare staff, who in turn will contact and coordinate with a local taxicab company to arrange pick-up, insuring payment by the County for this guaranteed ride home.

The current arrangement requires the County to provide stand-by pay to the scheduled Rideshare staff member who is assigned to be on call. In FY 2005/2006, the cost to have Rideshare staff on call to provide assistance was \$11,468.00 for emergency ride home requests made after standard business hours of 8:00 a.m. to 5:00 p.m. To reduce administrative overhead for the program, while maintaining the GHR benefits for employees, Human Resources proposes implementing the GRH taxicab voucher.

Rideshare will issue each registered Rideshare participant one (1) taxicab voucher (Exhibit 1). The taxicab voucher will be pre-printed with the participant's name, employee number and expiration date. A participant who needs an emergency ride home outside of normal business hours may call a contracted taxicab directly for a ride from the participant's worksite to the participant's home. Each contracted taxicab company will provide priority service and accept the voucher as payment from the participant. The taxicab driver will complete the voucher and return a copy to the Rideshare participant. The contracted taxicab company will submit the completed voucher for payment to the Rideshare office. Rideshare staff will review the voucher for appropriateness before issuing payment to the taxicab company. Inappropriate use of the taxicab voucher will result in the participant's suspension from the Rideshare Program and the participant will be required to repay the County for the cost of the taxicab ride home via payroll deduction.

Implementing the taxicab voucher will ensure that participants have access to a GRH with no out of pocket costs, while eliminating the need for standby pay for Rideshare staff. Participants will have direct access to local, contracted taxicabs, eliminating the requirement to contact the Rideshare Office in advance. Cost of the GRH is billed to the participant's department in the event of unexpected or mandatory overtime; if the participant has a personal emergency or illness, the GRH cost is paid out of the Rideshare budget.



**COUNTY OF RIVERSIDE  
RIDESHARE OFFICE  
GUARANTEED RIDE HOME TAXI VOUCHER  
(951) 955-1118**



EMPLOYEE NAME: \_\_\_\_\_

EMPLOYEE ID: \_\_\_\_\_

EMPLOYEE SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**AUTHORIZED TAXICAB COMPANIES – You must contact one of the following companies to obtain a guaranteed ride home using this voucher as payment.**

Taxicab Company	Service Areas	Phone Number
Yellow and Bell Cab	Riverside, Norco, Corona, Temecula, Murrieta, Moreno Valley, Perris, Hemet and surrounding areas including San Bernardino County	951-684-1234
City Cab	Coachella Valley, Indio, Palm Springs	760-321-4470

**VALID UNTIL December 31, 2007**

**VOUCHER # 123456**

**MUST BE COMPLETED BY AUTHORIZED TAXICAB COMPANY FOR BILLING PURPOSES**

COMPANY NAME: \_\_\_\_\_ DRIVER NAME: \_\_\_\_\_

TIME: \_\_\_\_\_ PICK-UP LOCATION: \_\_\_\_\_

DESTINATION: \_\_\_\_\_

TOTAL MILES: \_\_\_\_\_ RATE PER MILE: \_\_\_\_\_ TOTAL FARE: \_\_\_\_\_

DRIVER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**BILLING – Must be submitted monthly to:**

**County of Riverside, Rideshare Office  
P.O. Box 1665, Riverside, CA 92502**

Date Reviewed: \_\_\_\_\_ Approved for Payment  YES  NO

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

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