



A regular meeting of the Board of Directors of the GRTC, Old Dominion Transit Management Company (ODTMC), and RideFinders will be held concurrently at 8:00 a.m. May 19, 2026, at GRTC, 301 East Belt Boulevard, 3<sup>rd</sup> Floor Conference Room, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address: <https://www.youtube.com/@ridegrtc>.

## Agenda

- I. RideFinders Updates
  - A. Executive Director's Report – Cherika Ruffin
  
  - Consent Item
  - B. Vanpool Program Services Contract – Cherika Ruffin



**Meeting Date:** May 19, 2026  
**Consent Agenda:** Vanpool Program Services Contracts

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## **BACKGROUND:**

RideFinders is a nonprofit organization affiliated with GRTC and administers the region’s vanpool program, which helps commuters get to work through shared van transportation. RideFinders receives CMAQ funding for the program and is responsible for overall program management and reporting.

GRTC supports the vanpool program by serving as RideFinders’ procurement and contracting partner, ensuring that vendor selection and contracts follow applicable public-sector requirements.

To maintain reliable service and provide flexibility for participants, GRTC issued a rolling Request for Qualifications (RFQ) to identify qualified companies to operate and manage vanpool services for the RideFinders Vanpool Program. The rolling Request for Qualifications establishes a continuously open qualification program for vanpool service providers. Qualified providers will be added to the agency’s Approved Vanpool Provider List (AVPL) and may be eligible to participate in federally supported vanpool programs. The AVPL allows up to six (6) qualified vendors to support program stability and rider choice.

Under the proposed contracts, vendors will provide vehicles and be responsible for daily operations, customer service, maintenance, insurance, and required reporting. Program costs are supported through rider fares and a monthly subsidy of \$425 per vanpool per month, subject to annual review and funding availability. GRTC does not incur direct operating or maintenance costs related to the vanpool service.

The proposed contracts include a seven-year base term, with options to extend up to three (3) additional one-year periods. The estimated contract value is \$3,941,140.

## **RECOMMENDATION:**

That the Board of Directors authorize the Chief Executive Officer of GRTC to execute vanpool program services contracts with Ride EZ, Commute with Enterprise, and K&K Connections for a term of seven (7) years with three, 1-year renewal options to support continued operation of the RideFinders Vanpool Program.

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Ellen Robertson, Secretary  
GRTC Board of Directors

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Date