

# REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
5	04/12/10	Open	Action	03/26/10

Subject: Authorizing Release of Invitation to Bid for ZF Automatic Transmission Overhaul Services

## ISSUE

Authorizing Release of an Invitation to Bid for ZF Automatic Transmission Overhaul Services.

## RECOMMENDED ACTION

Adopt Resolution No. 10-04-\_\_\_\_\_ Authorizing Release of an Invitation to Bid for ZF Automatic Transmission Overhaul Services.

## FISCAL IMPACT

This action does not involve the expenditure of funds. The contract award, which will involve the expenditure of funds, will be presented to the Board as a future action.

## DISCUSSION

RT owns 204 buses with ZF automatic transmissions that are serviced and maintained by RT's Bus Maintenance Department. Approximately 12 ZF transmission overhauls occur annually that are performed by a ZF factory authorized, full service distributor that uses only ZF approved parts. Prior ZF transmission overhaul services have been requested on an as-needed basis with the use of a purchase order agreement. Staff intends to seek competition from qualified bidders and enter into a multi-year contract. Services will still be ordered on an "as-needed" basis but instead of using a purchase order agreement, a contract with the responsive and responsible low bidder will be executed and in place. The term of the contract will be for 3 years, with two 1-year options to renew the contract.

This contract will be funded in part with federal funds as part of its' preventive maintenance program. Pursuant to RT's DBE Program, no DBE participation goal has been established for this project. Further, due to no subcontracting opportunities on this project, no Small Business Enterprise goal has been established for the project. Staff will however conduct extensive outreach to identify disadvantaged, small, and local businesses that perform these services and will send these firms direct notice of this contract opportunity and urge them to submit bids.

Staff recommends that the Board authorize staff to release an Invitation to Bid for ZF Automatic Transmission Overhaul Services.

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Approved:

Presented:

FINAL 4/6/10

General Manager/CEO

Director, Bus Maintenance

RESOLUTION NO. 10-04-\_\_\_\_\_

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

April 12, 2010

**AUTHORIZING RELEASE OF INVITATION TO BID FOR ZF AUTOMATIC  
TRANSMISSION OVERHAUL SERVICES**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE  
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Board hereby authorizes the release of an Invitation to Bid for ZF  
Automatic Transmission Overhaul Services.

THAT, the Invitation to Bid be advertised pursuant to the provisions of the RT  
Procurement Ordinance.

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STEVE MILLER, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary