

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
4	09/23/13	Open	Action	09/09/13

Subject: Authorizing the Release of the Invitation to Bid for Printing of Bus and Light Rail Pocket Timetables

ISSUE

Authorizing the release of the Invitation to Bid for Printing of Bus and Light Rail Pocket Timetables.

RECOMMENDED ACTION

Adopt Resolution No. 13-09_____, Authorizing the Release of the Invitation to Bid for Printing of Bus and Light Rail Pocket Timetables.

FISCAL IMPACT

None as a result of this action. Cost information will be brought forward when the contract is brought to the Board for award.

DISCUSSION

Bus and light rail pocket timetables provide schedule and fare information in a pocket-sized format for passengers. Each route has its own pocket timetable. Pocket timetables are very popular with riders and are reprinted often as a result. Pocket timetables are integral in communicating schedule information to passengers and essential for those passengers that do not have Internet access.

RT staff proposes approval of the release of an Invitation to Bid (ITB) for the printing of the pocket timetables under a multi-year contract for three years. Establishing a multi-year contract with one vendor will allow RT to lock in labor and profit pricing, and establish a formula for paper pricing throughout the course of the contract.

The last contract for the printing of RT bus and light rail pocket timetables was awarded in 2010. At that time, the proposed budget was \$260,000 for three years. RT staff believes that we will be able to reduce the new contract budget by \$35,000 (for a total estimated cost of \$225,000) over the next three-year period through inventory control, easy access to schedule information on RT's mobile web app (m.sacrt.com), and continuing a pocket timetable recycle program.

Staff recommends that the Board authorize release of the Invitation to Bid for printing of bus and light rail pocket timetables.

Approved:

Presented:

Final 09/16/13

General Manager/CEO

Manager, Marketing and Communications

J:\Board Meeting Documents\2013\16 September 23, 2013\Pocket Timetable Printing Contract 2013 IP.doc

RESOLUTION NO. 13-09-_____

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

September 23, 2013

**AUTHORIZING THE RELEASE OF THE INVITATION TO BID FOR PRINTING OF
BUS AND LIGHT RAIL POCKET TIMETABLES**

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

THAT, the Invitation to Bid for Printing of Bus and Light Rail Pocket Timetables is
hereby approved and authorized for release.

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

PATRICK HUME, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary