



## STAFF REPORT

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**DATE:** June 8, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Jamie Adelman, AVP, Finance and Treasury  
**SUBJ:** AWARDING CONTRACT FOR SACRT GO VEHICLE CLEANING,  
FUELING AND MAINTENANCE SERVICES TO PARATRANSIT INC

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

Contractor will provide cleaning, fueling, and maintenance services for 50 of the SacRT GO vehicles.

### FISCAL IMPACT

Not to exceed \$1,174,560 over a two-year contract, broken down as follows:

FY21 - \$578,010  
FY22 - \$596,550

### DISCUSSION

On June 28, 2020, SacRT is launching the SacRT GO paratransit service. This new service will add approximately 130 cutaway vehicles to SacRT's fleet. To reduce unnecessary "deadhead" miles on the vehicles, SacRT is staging vehicles in multiple locations in its service area. Because of the remote staging and the capacity and staffing limitations of SacRT's bus maintenance facility, staff determined that it would be more cost and time efficient to have the 50 vehicles staged in south Sacramento cleaned, fueled and maintained by a third-party contractor, rather than SacRT staff.

On April 23, 2020, SacRT released an Invitation for Bid (IFB) for the cleaning, fueling, and maintenance of 50 SacRT GO vehicles. The 50 vehicles include 40 brand new vehicles and 10 vehicles that have been in service for over 5 years. The vehicles will be housed at 2501 Florin Road, at the Paratransit Inc. (PI) headquarters; the Board approved the lease of office and parking space at the PI headquarters at the May 11, 2020 Board of Directors meeting.

To ensure full and open competition while meeting the goal of reduced vehicle mileage, the IFB provided for the vehicles to be cleaned at the PI site and maintained at any location within a 20-mile radius of the PI headquarters. Due to the fluctuations in gasoline cost and uncertainty surrounding the fueling location, the IFB did not include a

bid price for the commodity cost of fuel, although the fixed cost per vehicle includes the labor costs for fueling activities. Under the terms of the IFB, fuel must be provided at cost, without a markup.

SacRT received one bid, from PI, in response to the IFB. PI was found to be a responsive and responsible bidder. Staff evaluated the proposed bid pricing and determined that it is comparable to the independent cost estimate and is, therefore, considered fair and reasonable.

Staff recommends the Board award a contract to PI for the cleaning, fueling, and maintenance of 50 SacRT GO vehicles for a two-year period, for an amount not to exceed \$1,174,560, plus fuel costs. If SacRT chooses to exercise its option year(s), it will seek Board approval of an amendment(s) to extend the term of the contract and increase the total consideration.

RESOLUTION NO. 20-06-0039

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

June 8, 2020

**AWARDING CONTRACT FOR SACRT GO VEHICLE CLEANING, FUELING AND MAINTENANCE SERVICES TO PARATRANSIT INC.**

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

THAT, the Contract for SacRT GO Vehicle Cleaning, Fueling And Maintenance Services by and between the Sacramento Regional Transit District (therein "SacRT") and Paratransit Inc. (therein "Contractor") whereby Contractor agrees to provide cleaning, fueling and maintenance services for 50 SacRT Go gasoline cutaway buses for an amount not to exceed \$1,174,560, plus excess mileage and fueling costs, as further set forth therein, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute the foregoing contract.

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STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

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