

STAFF REPORT

DATE: December 12, 2022
TO: Sacramento Regional Transit Board of Directors
FROM: Carmen Alba, VP, Bus Operations
SUBJ: APPROVING THE CONTRACT FOR ON-CALL REVENUE VEHICLE AUTO BODY REPAIR SERVICES

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

This contract will allow for expedited repairs with established costs for any accident damage incurred on SacRT revenue vehicles.

FISCAL IMPACT

Year 1 (7 months)	OP23	\$ 72,479.16
Year 2	OP24	\$ 124,250.00
Year 3	OP25	\$ 124,250.00
Year 4 (5 months)	OP26	\$ 51,770.84

Total Consideration \$ 372,750.00

The fiscal impact is based on estimated labor and parts costs. At this time, a total of \$282,750 has been budgeted for this Contract, which is based solely on the labor costs that were bid, without consideration of parts costs, but the total consideration amount will be \$372,750 to include a parts contingency. Additional funds may need to be identified to fully fund the work under the Contract.

DISCUSSION

The current process for repairing damage to SacRT revenue vehicles is lengthy and time consuming. When damage is identified, Bus Maintenance staff must first schedule and request vendors to come onsite for inspections and repair quotes. After receiving multiple quotes, staff then creates a requisition for the selected vendor and begins the process for procuring the repair services. The entire process can take weeks depending on the extent of the damage and how far out the shops are scheduling repairs.

An on-call contract will allow for expedited repairs and consistent and predetermined labor costs with the selected vendor. The on-call contract will: create faster turnaround times

for essential revenue vehicles to get back on the road supporting SacRT operations; reduce the amount of staff time spent on procurement functions; and provide pricing stability in a high-inflation market.

On October 5, 2022, an Invitation for Bid (IFB) was released on PlanetBids and 94 vendors were notified. Staff also emailed the PlanetBids notification link to vendors who have provided recent services, along with instructions to register as a SacRT vendor on the PlanetBids site. SacRT received only 1 responsive and responsible bid from Transportation Services, Inc.

Staff reached out to vendors that chose not to bid on this contract to determine why a bid was not submitted and received a response from two vendors. One vendor had a medical emergency and was unable to submit its bid. Another vendor did register on PlanetBids but failed to download the solicitation and submit a bid prior to the bid due date.

Based on the bid received and comparison to previous purchases, staff has determined the price to be fair and reasonable.

RESOLUTION NO. 2022-12-148

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

December 12, 2022

APPROVING THE CONTRACT FOR ON-CALL REVENUE VEHICLE AUTO BODY REPAIR SERVICES

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

THAT, the Contract for On-Call Revenue Vehicle Auto Body Repair Services between Sacramento Regional Transit District, therein referred to as "SacRT," and Transportation Services, Inc., therein referred to as "Contractor," whereby Contractor agrees to provide on-call revenue vehicle auto body repair services, as further specified, for an amount not to exceed \$372,750.00, plus applicable sales tax, for a 3-year term, is hereby approved.

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

STEVE MILLER, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary