

STAFF REPORT

DATE: May 9, 2022
TO: Sacramento Regional Transit Board of Directors
FROM: Edna Stanley, VP Light Rail Operations
SUBJ: APPROVING THE CONTRACT FOR ON-CALL LIGHT RAIL
VEHICLE SEAT REUPHOLSTERY SERVICES WITH ACME
TOPS AND TUNES, LLC

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Awarding this Contract will allow for the performance of reupholstery service for SacRT's light rail vehicle fleet to keep the seat cushions in good condition.

FISCAL IMPACT

The total Contract not to exceed amount will be \$570,925.50. This is the amount that was competitively bid by the Contractor based on SacRT's best estimate of the needed quantities of services.

However, SacRT will be including only \$95,000 per fiscal year for the 5-year contract in the base operating budgets, totaling \$475,000 over five years. Based on the amount bid, additional funds may be needed within a given fiscal year; additional funding will be encumbered based on budget capacity at the time a budget shortfall becomes apparent. If sufficient funds are not provided, SacRT will need to either: (a) issue a Stop Work Order to temporarily cease services; (b) terminate the Contract; or (c) reduce the scope of work to remain within the budgeted amounts. SacRT's financial liability to the Contractor is not affected by the failure to budget sufficient funds for the services, so it will be incumbent on Staff to track expenditures against the budget to ensure that services are not provided in excess of the available funding.

DISCUSSION

On February 11, 2022 SacRT issued an Invitation for Bid for On-Call Light Rail Vehicle Reupholstery Services on PlanetBids to provide for the refurbishment and re-covering of the seat cushions and inserts of its light rail vehicle fleet, on an as-needed basis. The Light Rail Maintenance department does not have in-house staff available to perform this work, which is necessary to keep the seat backs and bottoms serviceable for revenue trains.

Of the 24 vendors notified, there was only one responsive bid for this contract, from Acme Tops and Tunes, LLC. Federal funds are used to fund this contract. The Federal Transportation Administration (FTA) requires a price analysis be conducted when only one bid is received.

In accordance with the FTA requirements, a price analysis was conducted by Staff, and the Acme Tops and Tunes, LLC, bid amount of \$570,925.50 was found to be fair and reasonable. This is an indefinite delivery, indefinite quantity type (IDIQ) contract where work will be requested on an as-needed basis; there is no minimum or maximum quantity that may be ordered, but Contractor will be the sole provider of these services for SacRT during the term of the Contract, up to the contract not-to-exceed amount of \$570,925.50.

RESOLUTION NO. 2022-05-048

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

May 9, 2022

APPROVING THE CONTRACT FOR ON-CALL LIGHT RAIL VEHICLE SEAT REUPHOLSTERY SERVICES WITH ACME TOPS AND TUNES, LLC

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 Light Rail Vehicle Seat Reupholstery Services between Sacramento Regional Transit District, therein referred to as "SacRT," and Acme Tops and Tunes, LLC, therein referred to as "Contractor," wherein Contractor agrees to provide On-Call Light Rail Vehicle Reupholstery Services, as specified, for an amount not to exceed \$570,925.50, is hereby approved.

THAT, the Board 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