

## Motion No. M2019-44

### Contract for secure bicycle parking lockers and operating services

Meeting:	Date:	Type of action:	Staff contact:
Rider Experience and Operations Committee	05/02/2019	Final Action	Don Billen, Executive Director – PEPD <b>Alex Krieg, PEPD Senior Manager of Planning &amp; Integration</b> <b>Rebecca Roush, Transportation Planner – Bicycle Program</b>

### Proposed action

Authorizes the chief executive officer to execute a three-year contract with seven additional one-year options to extend with eLock Technologies LLC to provide secure bicycle parking lockers and operating services for current and future facilities for a total authorized contract amount not to exceed \$5,457,681 plus applicable taxes, contingent on approval of Resolution No. R2019-14.

### Key features summary

- This action establishes a three-year contract with seven additional one-year options to fabricate and install smart, on-demand bicycle lockers for use by transit customers. This contract includes operations and maintenance, as well as customer service and care.
- Smart, on-demand bicycle lockers will expand Sound Transit’s bicycle parking capacity, improve efficiency and customer convenience over current key-access, leased lockers and make individual, secure bicycle parking spaces available to a greater number of transit customers.
- This contract will be used primarily to retrofit existing facilities, to make modifications at facilities in design or construction, to reduce wait lists, and to provide electronic data to help plan for bicycle locker expansion.
- The total requested amount is sufficient to fund the initial three-year contract. Staff will return to seek Board approval to fund the seven optional one-year options if it is determined to be in Sound Transit’s best interest to exercise options.
- Applicable taxes are currently estimated to be \$551,256.

### Background

Currently, Sound Transit provides 451 bicycle parking spaces in secure lockers. These lockers are leased on an annual basis to individual users and are accessible only by the renter using a physical key.

Smart, on-demand bicycle lockers would be available to any bicyclist subscribing to the locker system, not just a single key-holder for any one locker. This contract provides Sound Transit customers a new secure bike parking option, makes better use of valuable facility plaza space, and allows Sound Transit to be more responsive to growing demand for secure bike parking. With limited capacity to store bikes on Sound Transit vehicles, secure bicycle parking provides transit customers with an alternative to

bringing their bike onboard. Smart, on-demand bicycle lockers provide the potential for hourly/daily turnover in usage, unlike Sound Transit's current locker inventory.

The decision to change agency's standard for bicycle lockers is expected to improve the experience for customers by providing more a flexible option for bike storage as they move throughout the Sound Transit system.

## **Procurement information**

Procurement and Contracts issued RFP RTA/RP 0179-18 on September 21, 2018 for the purpose of procuring On-Demand (SMART) Bicycle Lockers for various Sound Transit stations. A Request for Proposal (RFP) process was determined to be the best method of this procurement for these services as the agency wanted to select a solution based qualitative factors other than cost alone. Selection criteria included: (1) Technology and Structural Design; (2) Customer Service; (3) Capacity and Project Organization; (4) Price; (5) Firm Experience and History and (6) Commitment to and Compliance with Equal Employment Opportunity Law.

On October 10, 2018 the agency received a single proposal in response to this RFP. Upon completion of initial evaluation, the agency conducted face-to-face negotiations and requested a revised proposal from the firm. Evaluation of the revised proposal occurred on April 8, 2019 and as a result, the proposal was found to be in the best interest of the agency and therefore was selected to provide these goods and services.

## **Fiscal information**

This action is within the authorized project allocation to date and sufficient monies remain after approval of the action to fund the remaining work in the Construction and the Operations and Maintenance phases as contained in the current cost estimates.

- The authorized project allocation to date for the Bike Parking Program project is \$9,700,000. This contract for \$6,008,937, including taxes, will draw on two project phases:
- \$487,667 has been set aside in the Operations and Maintenance phase. The proposed action would commit \$487,667 to this line item, leaving a remaining uncommitted balance of \$0.
- \$8,212,333 has been set aside in the Construction phase. The proposed action would commit \$5,521,270 to this line item, leaving a remaining uncommitted balance of \$2,691,063.

## Bike Parking Program

(in thousands)

Project Phase	2019 Authorized Project Allocation to Date	Board Approvals	This Action	Board Approved Plus Action	Uncommitted / (Shortfall)
Operations & Maintenance	\$488	\$	\$488	\$488	\$
Agency Administration	500	2		2	498
Preliminary Engineering					
Final Design	500				500
Third Party					
Right of Way					
Construction	8,212		5,521	5,521	2,691
Construction Services					
Vehicles					
<b>Total Current Budget</b>	<b>\$9,700</b>	<b>\$2</b>	<b>\$6,009</b>	<b>\$6,011</b>	<b>\$3,689</b>
<b>Phase Detail - Construction</b>					
Construction	\$8,212		\$5,521	\$5,521	\$2,691
Other (Construction)					
<b>Total Phase</b>	<b>\$8,212</b>	<b>\$</b>	<b>\$5,521</b>	<b>\$5,521</b>	<b>\$2,691</b>
<b>Phase Detail - Operations &amp; Maintenance</b>					
Operations & Maintenance	\$488		\$488	\$488	\$488
Other (Operations & Maintenance)					
<b>Total Phase</b>	<b>\$488</b>	<b>\$2</b>	<b>\$488</b>	<b>\$488</b>	<b>\$488</b>
<b>eLock Technologies LLC</b>					
	<b>Board Approvals to Date</b>	<b>Current Approved Agreement Status</b>	<b>Proposed Action</b>	<b>Proposed Total for Board Approval</b>	
Contract Amount			\$5,458	\$5,458	
Contingency				0	
Taxes			\$551	\$551	
<b>Total Contract/Agreement</b>	<b>\$</b>	<b>\$</b>	<b>\$6,009</b>	<b>\$6,009</b>	
Percent Contingency	0%	0%	0%	0%	

### Notes:

Amounts are expressed in Year of Expenditure \$000s.

Board Approvals = Committed To-Date + Contingency as of Mar 2019, and includes pending Board actions.

For detailed project information, see page 263 of 313 of the 2019 Financial Plan & Proposed Budget.

## Disadvantaged and small business participation

Sound Transit promotes and encourages small business participation, which also includes disadvantaged business enterprises (DBEs). Small business and DBE goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of small businesses/DBEs available to perform such subcontracting work.

## Time constraints

A one-month delay in approving the contract may impact Sound Transit's ability to install new lockers – a 2019 agency milestone – this year.

Environmental review – KH 4/24/19

Legal review – JW 4/26/19



## Motion No. M2019-44

A motion of the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a three-year contract with seven additional one-year options to extend with eLock Technologies LLC to provide secure bicycle parking lockers and operating services for current and future facilities for a total authorized contract amount not to exceed \$5,457,681 plus applicable taxes, contingent on approval of Resolution No. R2019-14.

### Background

Sound Transit provides 451 bicycle parking spaces in secure lockers. These lockers are leased on an annual basis to individual users and are accessible only by the renter using a physical key.


Smart, on-demand bicycle lockers would be available to any bicyclist subscribing to the locker system, not just a single key-holder for any one locker. This action establishes a three-year contract with seven additional one-year options to fabricate and install smart, on-demand bicycle lockers for use by transit customers. This contract includes operations and maintenance, as well as customer service and care. Smart, on-demand bicycle lockers will expand Sound Transit's bicycle parking capacity, improve efficiency and customer convenience over current key-access, leased lockers and make individual, secure bicycle parking spaces available to a greater number of transit customers.

This contract will be used primarily to retrofit existing facilities, to make modifications at facilities in design or construction, to reduce wait lists, and to provide electronic data to help plan for bicycle locker expansion. The total requested amount is sufficient to fund the initial three-year contract. Staff will return to seek Board approval to fund the seven optional one-year options if it is determined to be in Sound Transit's best interest to exercise options. Applicable taxes are currently estimated to be \$551,256. The decision to change agency's standard for bicycle lockers is expected to improve the experience for customers by providing more a flexible option for bike storage as they move throughout the Sound Transit system.


### Motion

It is hereby moved by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is to execute a three-year contract with seven additional one-year options to extend with eLock Technologies LLC to provide secure bicycle parking lockers and operating services for current and future facilities for a total authorized contract amount not to exceed \$5,457,681 plus applicable taxes, contingent on approval of Resolution No. R2019-14.

APPROVED by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on May 2, 2019.

  
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Paul Roberts  
Rider Experience and Operations Chair

Attest:

  
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Kathryn Flores  
Board Administrator