

**SOUND TRANSIT  
STAFF REPORT**

**MOTION NO. M2001-112**

**Signage Fabrication Contract**

<b>Meeting:</b>	<b>Date:</b>	<b>Type of Action:</b>	<b>Staff Contact:</b>	<b>Phone:</b>
Finance Committee	10/18/01	Discussion/Possible Action	Agnes Govern, Director, Regional Express Gloria Overgaard, Deputy Director, Regional Express Lana Nelson, Project Manager, Implementation	(206) 398-5037 (206) 689-4909 (206) 398-5053

**OBJECTIVE OF ACTION**

Execute a contract to complete fabrication and installation of the Sound Transit Signage and Wayfinding Program.

**ACTION**

Authorizes the Executive Director to execute a five (5) year contract with Tube Art, the apparent lowest responsible and responsive bidder, to provide signage fabrication and installation services, maintenance of the signage system, and provision for additional signs as needed in the amount of \$4,336,406 including a 6.6% contingency of \$286,203, for a total authorized amount not to exceed \$4,622,609.

**KEY FEATURES**

**Highlights of Action:**

- Authorizes Sound Transit to enter into a system-wide signage contract with a firm based on bids opened October 11, 2001.
- This contract, when fully executed and implemented, will complete the Sound Transit Signage and Wayfinding Program. This contract provides the flexibility to purchase and install Central Link signs.
- This contract insures that the Sound Transit signage program standards are consistently applied and are of the same quality as the Sound Transit signage already installed in Sounder and ST Express Bus facilities.
- Provides a seamless signage and Wayfinding Program as described in Sound Move in coordination with the transit partners.
- Includes a regional paratransit sign and the Regional "T" developed with the transit partners.
- Provides for on-going maintenance of the signs after installation including customer information updates at each service change through 2006.

## **BUDGET**

The following table shows the available budget as it relates to expenditures, commitments, and the impact of this action. Funding for this contract is included in the signage budgets of Regional Express, Sounder Commuter Rail, and Link Light Rail. The budget amounts shown are based on the 2002 Proposed Budget, which is currently being reviewed by the Board. The amount of the contract, when awarded, will not exceed the budget amounts shown in column B below.

### **Proposed 2002 Budget**

	<b>Column A</b>	<b>Column B</b>	<b>Column C</b>	<b>Column D</b>	<b>Column E</b>
<b>ST Line of Business</b>	<b>Total Project Budget</b>	<b>Budget for Fabrication and Installation</b>	<b>Obligated to Date</b>	<b>Total Amount Requested</b>	<b>Remaining Budget (B-[C+D])</b>
Sounder <sup>1</sup>	\$857	\$674	\$0	TBD	TBD
Link	\$2,626	\$2,248	\$0	TBD	TBD
Regional Express <sup>2</sup>	\$1,901	\$1,704	\$0	TBD	TBD
<b>Total</b>	<b>\$5,384</b>	<b>\$4,626</b>	<b>\$0</b>	<b>TBD</b>	<b>TBD</b>

All figures shown are in (YOE\$) in thousands.

1. The total Sounder budget required of \$857,000 is composed of \$821,000 in capital and \$36,000 for maintenance of those signs through 2006. Though the table shows the Proposed 2002 budget, Sounder's 2001 Adopted budget also includes \$821,000 of capital required (found within the construction phase budgets on page 89, 91, 93, 96, 97, 101 & 102) and \$36,000 in maintenance for signs, the latter of which is found within the operating budget on pages 85, 86, and 88.
  2. The total budget amount for Regional Express contains \$1,575,000 for capital projects and \$326,000 for maintenance of signs through 2006. The signs will be used for all the Park & Ride, Transit Center, and Flyer Stop type facilities.
- A. The amounts shown reflect the total budget for the signage and wayfinding program for Sounder Commuter Rail, Link Light Rail, and Regional Express for 1997 through 2006. Amounts include design and maintenance costs in addition to fabrication and installation.
  - B. The budget amounts shown are for the fabrication and installation portion of the signage program for the five-year contract period.
  - C. There are no expenditures or commitments yet against the budget amounts shown in column B. Expenditures are expected to begin in the 4<sup>th</sup> quarter of 2001.

## HISTORY OF PROJECT

### **Prior Board or Committee Actions and Relevant Board Policies**

<b>Motion or Resolution Number</b>	<b>Summary of Action</b>	<b>Date of Action</b>
Resolution No. R98-58	Established Objectives for the Sign Program.	08-13-98
Motion No. M98-84	Authorized the Executive Director to execute a contract for system-wide design services with Two Twelve Harakawa.	12-03-98
Resolution No. R99-25	Authorized Executive Director to execute a sole source contract for signage location plan design services for Sounder Stations.	05-27-99
Motion No. M2000-06	Authorized the Executive Director to execute contract amendment #1 with Two Twelve Harakawa to complete sign location plans and additional design services for Tacoma Link, ST Express Bus, additional Sounder stations, and Central Link.	01-20-00
Motion No. M2000-08	Authorized the Executive Director to execute a contract with Sign Tech for Fabrication and Installation of Sounder Station Signage for a total amount not to exceed \$660,994.62.	01-20-00

Four bids were received on September 12, 2001, in response to the Request for Proposal (RFP) for the Signage Fabrication and Installation contract. All four were determined to be non-responsive by contracts staff and thus a new RFP was immediately issued with a scheduled bid opening of October 11, 2001.

### **CONSEQUENCES OF DELAY**

- Due to the need to rebid this project, all available "float" has been used. This project has the minimum allowable time for fabrication and installation of signs for Regional Express facilities and Sounder parking garage capital projects to be completed by the February 4, 2002 service change. If the contract is not approved, signage for February will be delayed as well as deployment of the new regional paratransit signs for March and Regional "T" for transit partner facilities in June 2002.

## **REGIONAL PARTNERSHIP AND COOPERATION**

- Sound Transit has worked closely with the transit partners in evolving the final design of the signage program and methods for managing the changeable information.
- Sound Transit has facilitated the involvement of its Citizens' Accessibility Advisory Committee (CAAC) in a variety of focus groups during design.
- Sound Transit has worked closely with On-Call ADA contractors in evolving the design and construction of signs and tactile wayfinding.

## **PUBLIC INVOLVEMENT**

- The Sound Transit Signage and Wayfinding Program has been reviewed at public meetings involving the general public; special interest groups, especially elderly citizens and persons with disabilities; and the CAAC which is comprised of individuals representing the South King, East King, Snohomish, and Pierce county subareas.

## **LEGAL REVIEW**

JW 10/8/01

**SOUND TRANSIT**

**MOTION NO. M2001-112**

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority to authorize the Executive Director to execute a five (5) year contract with Tube Art to provide signage fabrication and installation services, maintenance of the signage system, and provision for additional signs in the amount of \$4,336,406 including a 6.6% contingency of \$286,203, for a total authorized amount not to exceed \$4,622,609.

**Background:**

This contract, when fully executed and implemented, will complete the Sound Transit Signage and Wayfinding Program for Sounder Commuter Rail, Link Light Rail, ST Express bus, and selected paratransit stop locations. This contract provides the flexibility to purchase and install Central Link Light Rail signs.


Completion of the program above provides a seamless signage and wayfinding program to assist transit customers of all needs in accessing Sound Transit facilities, provides Regional "T" identity in selected transit partner facilities as envisioned in Sound Move, and complies with the Americans with Disabilities Act.

The contract insures that the Sound Transit signage program standards are consistently applied and are of the same quality as the Sound Transit signage already installed in completed Sounder and ST Express Bus facilities.

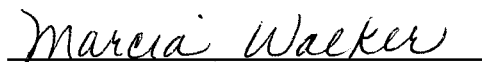
**Motion:**

It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Executive Director is authorized to execute a five (5) year contract with Tube Art to provide signage fabrication and installation services, maintenance of the signage system, and provision for additional signs in the amount of \$4,336,406 including a 6.6% contingency of \$286,203, for a total authorized amount not to exceed \$4,622,609.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on the 18th day of October 2001.

  
Greg Nickels  
Finance Committee Chair

ATTEST:

  
Marcia Walker  
Board Administrator