

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2006-32

On-call Provisional Signage Services

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	4/20/06	Discussion/Possible Action	Ellen Gustafson, Deputy Director, Transportation Services John Sheldon, Facilities and Signage Manager Steve Ray, Project Coordinator	(206) 398-5094 (206) 398-5053 (206) 398-5349

Contract/Agreement Type:	<input checked="" type="checkbox"/>	Requested Action:	<input checked="" type="checkbox"/>
Competitive Procurement	<input checked="" type="checkbox"/>	Execute New Contract/Agreement	<input checked="" type="checkbox"/>
Sole Source	<input type="checkbox"/>	Amend Existing Contract/Agreement	<input checked="" type="checkbox"/>
Agreement with Other Jurisdiction(s)	<input type="checkbox"/>	Budget Amendment	<input type="checkbox"/>
Real Estate	<input type="checkbox"/>	Property Acquisition	<input type="checkbox"/>

PROJECT NAME

On-call Provisional Signage Services

PROPOSED ACTION

Authorizes the Chief Executive Officer to execute a contract amendment with Tube Art Signs and Sports Displays Inc. to provide on-call provisional signage services for the support of transit operations and the construction and operation of transit facilities in the amount of \$250,000, for a new total authorized contract amount not to exceed \$437,000.

KEY FEATURES of PROPOSED ACTION

- The purpose of this action is to increase the amount of the contract to provide signage services through the end of the contract on June 30, 2007.
- This action is needed because of a higher than projected need for Central Link public information and business mitigation signage, Mercer Island and Issaquah Park and Ride interim parking lot signage, transit facility parking enhancements, and repair or replacement of damaged system-wide signage.
- Tube Art Displays provides signage as requested by Sound Transit for public information, business mitigation, property management, and facility and transit operations and signage maintenance.

BUDGET IMPACT SUMMARY

There is no action outside of the Board-adopted budget; there are no contingency funds required, no subarea impacts, or funding required from other parties other than what is already assumed in the financial plan.

BUDGET and FINANCIAL PLAN DISCUSSION

The proposed action would add \$250,000 to an existing contract with Tube Art Displays for on-call signage maintenance services. These services are budgeted for within the maintenance of stations costs section of the transit operations budgets for each mode. The Adopted 2006 Budget included \$3.2 million for the maintenance of stations component of the transit operations; of this amount, more than \$236,000 was budgeted for signage maintenance. The total contract value of \$437,000 is funded through the transit operations budgets of 2005 through 2007, in accordance with the life of the contract. Through March 15, 2006, \$161,000 had been committed to this contract. The remaining balance of the contract is within budgetary levels for signage maintenance and will be funded through the 2007 transit operations budgets.

There are no additional revenues accruing to Sound Transit or changes to financial plan assumptions proposed in this action.

BUDGET TABLE

Summary for Board Action (Year of Expenditure \$000)

Action Item: Contract amendment with Tube Art Displays Inc. to provide on-call provisional signage services for Transportation Services (maintenance of stations), Community Outreach (communications for public information), and Real Estate (property management).

	(A) Current Approved Contract Value	(B) Committed to Date	(C) Proposed Action	(D) Proposed Total Contract Value
1 Tube Art Displays Inc	\$ 187	\$ 161	\$ 250	\$ 437
2 Contingency	0	-	-	-
3 Total	\$ 187	\$ 161	\$ 250	\$ 437
4 Tube Art Displays Contingency	0%	-	0%	0%

Contract to be charged to:

	2006 Operating Budget (1)	Committed to Date (2)	2006 Portion Proposed Action (3)	Future Operating Budgets (4)
5 ST Express Signage Maintenance	\$ 99	\$ 68	\$ 69	\$ 36
6 Sounder Signage Maintenance	116	79	\$ 81	\$ 42
7 Tacoma Link Signage Maintenance	21	14	\$ 15	\$ 8
9 Other Maintenance of Stations Costs (5)	2,993	N/A	N/A	N/A
10 Total Maintenance of Stations	\$ 3,229	\$ 161	\$ 165	\$ 85

Notes

- 1 Represents the portion of the maintenance of stations budget from page 43 of the Adopted 2006 Budget that is related to signage maintenance. The total transit operations budget for maintenance of stations is \$3.2 million for 2006.
- 2 Committed to date per the terms of the existing contract through March 15, 2006.
- 3 The proposed action would add \$250k to the contract amount. Of this amount, \$165k would be anticipated to be spent in 2006.
- 4 Represents the amount expected to be included in the 2007 transit operations budget for signage maintenance. This amount would be available to fund the remaining balance of the proposed contract.
- 5 Includes the balance of maintenance of stations, including janitorial, repairs and contract maintenance services. For 2006, the total maintenance of stations budget was \$3.2 million.

M/W/DBE – SMALL BUSINESS PARTICIPATION

There is no subcontracting on this contract; however, Tube Art Displays Inc. is a small business so there is 100% Small Business participation.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

Tube Art Displays Inc. was selected through Sound Transit's Request for Proposals (RFP) Process for pre-qualified signage fabrication and installation firms.

A one-year contract was executed with two, one-year options to extend for a total of \$99,000. Because of a greater than expected agency focus on public awareness of construction projects and expansion of customer parking, the amount of the contract was increased by \$88,000 in December 2005, and the contract was extended for another year.

Tube Arts Displays provides prompt and various signage fabrication, installation, and maintenance services for specific project tasks. Although project tasks are in support of Sound Transit facilities that are either now operating or being planned for construction under Sound

Move, these services are supplemental to and apart from the Sound Transit system-wide signage program.

The scope of work is to provide signage fabrication, installation, and maintenance services for small quantity, short duration projects within a brief period after notification from Sound Transit for the following:

1. Operational (hours of operation, parking, directional, trespass, danger, A-boards)
2. Temporary (construction, promotional banners, temporary facility)
3. Repair or replace (damaged, missing)
4. Installation (trailblazers, Mini-T, relocate, materials)
5. Special (exhibits, plaques, historical, interpretive)

Sound Transit provides the design, camera-ready art in digital file format, production drawings, color specifications, quantities, location and installation details, and coordination of deliveries and installations for all signs.

CONSEQUENCES of DELAY

A delay beyond April 28, 2006, may hinder the ability of Sound Transit to provide on-call provisional signage services for the support of transit operations and the construction and operation of transit facilities.

PUBLIC INVOLVEMENT

Not applicable for this action.

ENVIRONMENTAL COMPLIANCE

Not applicable for this action.

LEGAL REVIEW

JW 4/11/06

SOUND TRANSIT

MOTION NO. M2006-32

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to execute a contract amendment with Tube Art Signs and Sports Displays Inc. to provide on-call provisional signage services for the support of transit operations and the construction and operation of transit facilities in the amount of \$250,000, for a new total authorized contract amount not to exceed \$437,000.

Background:

Tube Arts Displays provides prompt and various signage fabrication, installation, and maintenance services for specific project tasks. Although project tasks are in support of Sound Transit facilities that are either now operating or being planned for construction under Sound Move, these services are supplemental to and apart from the Sound Transit system-wide signage program.

The scope of work is to provide signage fabrication, installation, and maintenance services for small quantity, short duration projects within a brief period after notification from Sound Transit for the following:

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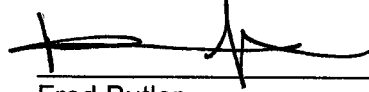
This action is needed because of a higher than projected need for Central Link public information and business mitigation signage, Mercer Island and Issaquah Park and Ride interim parking lot signage, transit facility parking enhancements, and repair or replacement of damaged system-wide signage.

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Motion:

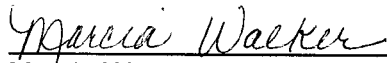
It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Chief Executive Officer is authorized to execute a contract amendment with Tube Art Signs and Sports Displays Inc. to provide on-call provisional signage services for the support of transit operations and the construction and operation of transit facilities in the amount of \$250,000, for a new total authorized contract amount not to exceed \$437,000.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on April 20, 2006.



Fred Butler
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator