

MOTION NO. M2014-39

Purchase of non-revenue utility vehicles and cargo vans

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	07/17/2014	Final Action	Bonnie Todd, Executive Director for Operations John Weston, Facilities Manager

PROPOSED ACTION

Authorizes the chief executive officer to execute a contract with Columbia Ford to purchase utility vehicles and cargo vans for Sound Transit’s non-revenue fleet for a total authorized amount not to exceed \$263,379.

KEY FEATURES SUMMARY

- Sound Transit’s non-revenue fleet is used by staff for agency business.
- The requested amount covers the purchase of seven utility vehicles and three cargo vans to replace non-revenue fleet vehicles that have high mileage and/or are older than ten years.
- This contract is a “piggyback” contract off of the Washington State Department of Enterprise Services Contract for utility vehicles and vans. The \$263,379 reflects Columbia Ford’s prices under the State Contract.
- By being 33% more efficient in the city and 40% more efficient on the highway than the vehicles being replaced, the new vehicles fit with Sound Transit’s overall sustainability goals to reduce energy use. The average city/highway mile per gallon use for the replacement vehicles is 20/28 MPG; for the older vehicles it is 15/20 MPG.

BACKGROUND

Sound Transit owns and operates approximately 180 non-revenue vehicles. The vehicles are only used for official agency business by Sound Transit employees when public transportation or other alternatives, such as walking, are not reasonable. Non-revenue vehicles are assigned in three ways: 1) to the fleet pool, 2) to a department or division, and 3) to individuals.

Many of the fleet vehicles have high mileage and/or are older than ten years. The maintenance and repair costs for these vehicles, including staff time to oversee the work, are significant. During the 2014 budget process, a five year plan was established to cycle out the high mileage and older vehicles with new fuel efficient vehicles, including hybrids.

Although the State Contract lists several vendors, after reviewing the pricing for each vendor, Columbia Ford is 4.25% to 25% less than its competitors offering other similar makes/models and offers the best fit based on the type of vehicles required. The cost of the replacement vehicles may include painting, stripping and decals, radios, and light bars as required.

FISCAL INFORMATION

The Administrative Capital project in the 2014 TIP is \$7,600,000 for non-revenue fleet and includes budget for the replacement and purchase of the non-revenue fleet. \$1,271,000 of the \$7,600,000 has been committed to date. Approval of this contract for \$263,000 will leave \$6,066,000 in uncommitted funds. There are sufficient funds in the project to cover this action.

This action is a companion action with Motion No. M2014-38. The “Committed to Date” column includes the amount of that action.

Administrative Capital	Amended 2014 TIP	Committed to Date	This Action	Board Approved Plus Action	Uncommitted / (Shortfall)
Administrative Facilities and Equipment	2,529	854		854	1,675
Non-Revenue Fleet	7,600	1,271	263	1,534	6,066
Other	1,095	-	-	-	1,095
Future Program Allocation	100	-	-	-	100
Information Systems	2,009	2,009		2,009	-
Total Current Budget	13,334	4,135	263	4,398	8,936

Notes:

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

Board Approvals = Committed To-Date + Contingency, and includes pending Board actions.

The Project budget is located on page 151 of 198 of the 2014 Transit Improvement Plan (TIP)

SMALL BUSINESS/DBE 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.

Sound Transit determined that Small Business and DBE subcontracting opportunities are infeasible or improbable based upon the work described in this contract, so Small Business/DBE goals were not established or required.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

A one month delay would not create a significant impact to the procurement schedule.

ENVIRONMENTAL REVIEW

Jl 5/22/2014

LEGAL REVIEW

JW 5/29/2014

MOTION NO. M2014-39

A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a contract with Columbia Ford to purchase utility vehicles and passenger vans for Sound Transit's non-revenue fleet for a total authorized amount not to exceed \$263,379.

BACKGROUND:

Sound Transit owns and operates approximately 180 non-revenue vehicles. The vehicles are only used for official agency business by Sound Transit employees when public transportation or other alternatives, such as walking, are not reasonable. Non-revenue vehicles are assigned in three ways: 1) to the fleet pool, 2) to a department or division, and 3) to individuals.

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This contract is a "piggyback" contract off of the Washington State Department of Enterprise Services Contract for utility vehicles and vans. The \$263,379 reflects Columbia Ford's prices under the State Contract. Although the State Contract lists several vendors, after reviewing the pricing for each vendor, Columbia Ford is 4.25% to 25% less than its competitors offering other similar makes/models and offers the best fit based on the type of vehicles required. The cost of the replacement vehicles may include painting, stripping and decals, radios, and light bars as required.

The requested amount covers the purchase of seven utility vehicles and three passenger vans. By being 33% more efficient in the city and 40% more efficient on the highway than the vehicles being replaced, the new vehicles fit with Sound Transit's overall sustainability goals to reduce energy use. The average city/highway mile per gallon use for the replacement vehicles is 20/28 MPG; for the older vehicles it is 15/20 MPG.

MOTION:

It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a contract with Columbia Ford to purchase utility vehicles and passenger vans for Sound Transit's non-revenue fleet for a total authorized amount not to exceed \$263,379.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on July 17, 2014.


Paul Roberts
Operations and Administration Committee Chair

ATTEST:


Marcia Walker
Board Administrator