

MOTION NO. M2015-81

Contract for eCitations Hardware, Software and Services for Sound Transit Fare Enforcement

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations & Administration Committee	09/03/2015	Final Action	Brian McCartan, Executive Director FIT Dave Shupe, Sr. Project Manager, FIT Ken Cummins, Chief Security Officer, Ops

PROPOSED ACTION

Authorizes the chief executive officer to execute a four-year contract with Gtechna USA, Inc. to provide eCitations hardware, software and services in the amount of \$250,000 with a 10% contingency of \$25,000, for a total authorized contract amount not to exceed \$275,000.

KEY FEATURES SUMMARY

- This contract will provide eCitations equipment and related software that will allow Fare Enforcement Officers to cite non-paying riders in real time on Link light rail and Sounder trains, and reduce officer reporting time from approximately two hours per day to 30 minutes per day.
- The contract scope includes:
 - 25 Panasonic ToughPads and Zebra 3" portable printers (which includes 5 spares);
 - Software to track previous citations and warnings issued by Sound Transit and efficiently complete reporting requirements for warnings and citations issued by Fare Enforcement Officers; and
 - Software support services for the four-year term.
- Work to incorporate this new hardware and software into Sound Transit's fare enforcement process will be completed in two phases. Phase one of this project will maintain the existing process of sending paper copies of the officer report and the citation to the district courts. Phase two will include an electronic interface to the King, Pierce, and Snohomish District Courts that will eliminate the paper and automate the data entry currently manually performed by the courts.
- Using a piggyback contract developed by the City of Seattle for the Seattle Police Department parking enforcement provides Sound Transit with a 20% discount.
- By implementing hardware and software tools to automate the current process, Sound Transit estimates a savings of \$1 million in staffing costs over the next five years.
- Sound Transit plans to implement new hardware and procedures by the end of 2015.

BACKGROUND

The current process used by Sound Transit Fare Enforcement Officers involves manually taking a rider's information then logging it at the end of their shift. Citations are then sent to the District Court, and the court is responsible for mailing the citation to the offender. This process is inefficient, burdensome to the Courts and frequently results in service failure due to incorrect address information

On March 12, 2014 the Washington State Legislature passed HB 2111 to amend RCW 81.112.210 at Sound Transit's request to remove vehicle specific information from the notice of infraction served by Fare Enforcement officers. On June 22, 2015, the Administrative Office of the Courts approved the layout of Sound Transit's proposed 3" x 11" notice of Infraction. These changes allow Sound Transit fare enforcement officers to utilize a system that uses hand-held devices and related software to improve efficiency.

Sound Transit issued a Request for Information (RFI) in July 2014 to determine the availability of hardware and software in the marketplace to meet Sound Transit requirements and received responses from six companies. Following review and evaluation of the pricing and demonstrations provided, Sound Transit determined that Gtechna provided the best value for Sound Transit.

The Panasonic ToughPad being requested under this action could be used in place of the portable ORCA card readers in the future if Sound Transit determines that efficiencies could be gained by use of a consolidated system.

FISCAL INFORMATION

This action executes a four year contract with Gtechna USA. Inc. to provide hardware, software and services for a total not to exceed \$275,000 which includes a 10% contingency.

The total contract cost includes funding from both capital and department budgets. The initial set of deliverables of \$179,377, will be capitalized and is budgeted under the Fare Collection project. There is sufficient funding from the annual budget in 2015.

The balance of the contract is split between the Finance & IT (FIT) Department Budget and the Operations Department Budget, for the projected cost for on-going support from 2016 to 2019 that will be requested in future years under the IT Transit Systems Budget under FIT Department for \$86,732 including the \$25,000 project contingency, and \$8,891 for paper consumables under Security budget under the Operations department budget.

Capital costs in this action are within the Adopted Budget and sufficient funds remain after the approval of this action to fund the remaining work in Fare Collection project as contained in the current cost estimates.

CONTRACT DETAIL	Current Approved Contract Status	Proposed Action	Proposed Total for Board Approval
Gtechna USA Inc.			
Contract Amount		250	250
Contingency Amount		25	25
Total Not to Exceed Value		275	275
Percent Contingency		10%	10%

FARE COLLECTION	Adopted 2015 TIP	Spent to Date	This Action	Spent to Date Plus Action	Uncommitted / (Shortfall)
Administration	3,257	279	-	279	2,978
Prelim Engineering/Env Review	150	150		150	-
Construction	11,463	7,254	179	7,434	4,029
TOTAL FARE COLLECTION BUDGET	14,870	7,683	179	7,863	7,007

FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT BUDGET	Prior Years Spending	2015 Spending	Future Expenditures	Total
IT Department Budget (2016-2021)	-	-	87	87
Total FIT Department Budget	-	-	87	87

OPERATIONS DEPARTMENT BUDGET	Prior Years Spending	2015 Spending	Future Expenditures	Total
Security Budget	-	-	9	9
Total Operations Budget	-	-	9	9

Notes:
 Amounts are expressed in Year of Expenditure \$000s.
 Board Approvals = Expenditures up to July 2015
 The project budget located on page 93 of 210 of the Adopted 2015 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 there were few Small Business and DBE subcontracting opportunities 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 negatively impact the project implementation schedule.

ENVIRONMENTAL REVIEW

JI 8/12/2015

LEGAL REVIEW

CJ 8/25/2015

MOTION NO. M2015-81

A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a four-year contract with Gtechna USA, Inc. to provide eCitations hardware, software and services in the amount of \$250,000 with a 10% contingency of \$25,000, for a total authorized contract amount not to exceed \$275,000.

BACKGROUND:

The current process used by Sound Transit Fare Enforcement Officers involves manually taking a rider's information then logging it at the end of their shift. Citations are then sent to the District Court, and the court is responsible for mailing the citation to the offender. This process is inefficient, burdensome to the Courts and frequently results in service failure due to incorrect address information

On March 12, 2014 the Washington State Legislature passed HB 2111 to amend RCW 81.112.210 at Sound Transit's request to remove vehicle specific information from the notice of infraction served by Fare Enforcement officers. On June 22, 2015, the Administrative Office of the Courts approved the layout of Sound Transit's proposed 3" x 11" notice of Infraction. These changes allow Sound Transit fare enforcement officers to utilize a system that uses hand-held devices and related software to improve efficiency.

Sound Transit issued a Request for Information (RFI) in July 2014 to determine the availability of hardware and software in the marketplace to meet Sound Transit requirements and received responses from six companies. Following review and evaluation of the pricing and demonstrations provided, Sound Transit determined that Gtechna provided the best value for Sound Transit.

This contract will provide eCitations equipment and related software that will allow Fare Enforcement Officers to cite non-paying riders in real time on Link light rail and Sounder trains, and reduce officer reporting time from approximately two hours per day to 30 minutes per day.

The contract scope includes: 25 Panasonic ToughPads and Zebra 3" portable printers (which includes 5 spares); software to track previous citations and warnings issued by Sound Transit and efficiently complete reporting requirements for warnings and citations issued by Fare Enforcement Officers; and software support services for the four-year term.

Work to incorporate this new hardware and software into Sound Transit's fare enforcement process will be completed in two phases. Phase one of this project will maintain the existing process of sending paper copies of the officer report and the citation to the district courts. Phase two will include an electronic interface to the King, Pierce, and Snohomish District Courts that will eliminate the paper and automate the data entry currently manually performed by the courts.

Using a piggyback contract developed by the City of Seattle for the Seattle Police Department parking enforcement provides Sound Transit with a 20% discount.

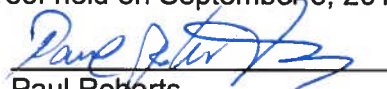
By implementing hardware and software tools to automate the current process, Sound Transit estimates a savings of \$1 million in staffing costs over the next five years. Sound Transit plans to implement new hardware and procedures by the end of 2015.

The Panasonic ToughPad being requested under this action could be used in place of the portable ORCA card readers in the future if Sound Transit determines that efficiencies could be gained by use of a consolidated system.

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 a four-year contract with Gtechna USA, Inc. to provide eCitations hardware, software and services in the amount of \$250,000 with a 10% contingency of \$25,000, for a total authorized contract amount not to exceed \$275,000.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on September 3, 2015.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:


Kathryn Flores
Board Administrator