

MOTION NO. M2018-131
Systemwide Electrical Preventative Maintenance Contract Amendment

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	11/1/2018	Final Action	Bonnie Todd, Executive Director of Operations Bruce Polnicky, Director for Facilities and Asset Control

PROPOSED ACTION

Authorizes the chief executive officer to execute a contract amendment with Seahurst Electric, Inc. to provide electrical preventative maintenance services at Union Station in the amount of \$24,900, for a new total authorized contract amount not to exceed \$437,265 plus applicable taxes.

KEY FEATURES SUMMARY

- This action adds Union Station to the existing Systemwide Electrical Preventative Maintenance contract that was approved by the Operations and Administration Committee on March 1, 2018.
- The amendment consolidates all of Sound Transit's system preventative electrical maintenance into one single contract to better manage the overall effort.
- The scope of work includes de-energized testing, energized testing, evaluation of existing conditions and on-call services for required repairs discovered during testing.
- The total authorized not-to-exceed amount covers the current one-year contract plus three option years.
- The systemwide contract allows Sound Transit to add/delete facilities as needed.
- Applicable taxes for this amendment are currently estimated to be \$2,515; applicable taxes for the total contract are estimated to be \$44,164.

BACKGROUND

As Sound Transit's services have grown, modal facilities, such as stations and transit centers, have been added. These facilities have electrical systems that provide power for lighting, security monitoring, display signage, and ticket vending machines. As with any infrastructure system, timely and thorough inspection and maintenance will assist in preserving and prolonging the ability of the electrical system to perform as intended.

In 2015, Sound Transit established an electrical preventative maintenance program for its main office structure, Union Station. The agency has also conducted an extensive inventory of its complete modal electrical systems. The systemwide preventative maintenance program was modeled after Union Station's, to thoroughly inspect each modal facility's electrical system; make recommendations for any repairs indicated; and establish a routine inspection to expose potential issues before they impact Sound Transit's stations' functionality and customer experience.

In March 2018, the systemwide electrical preventative maintenance agreement was awarded to Seahurst Electric, Inc. At that time, Union Station was on the last year of a separate preventative maintenance contract. This action brings all Sound Transit facilities under the same electrical maintenance contract.

PROCUREMENT INFORMATION

This contract is the result of a Request for Proposals where Seahurst Electric, Inc. submitted the single proposal received. Staff negotiated a price reduction of \$188,680 or 31% for the contract award. Seahurst Electric, Inc. has been successfully performing this work on this and a previous contract for a similar Scope of Work.

FISCAL INFORMATION

The proposed action will amend the current contract by \$24,900 plus applicable taxes for a new total authorized contract amount not to exceed \$437,265 plus applicable taxes and will be funded from the Services category within the Operations Department's annual operating budget. The Services category budget is \$67,956,749, of which a total \$273,803 is estimated to be spent for this contract in 2018 and is within the agency's budget authority. After approval of this action, the remaining annual budget amount will be used to fund other department expenditures.

Funding for the additional year of the contract will be included in the 2019 annual budget request.

Operations (in thousands)

Cost Category	2018 Annual Operating Budget ¹	YTD Actuals ²	This Action (Current Year Impact Only)	YTD Actuals Plus Action (Current Year Only)	Remaining Annual Operating Budget
Salaries and Benefits	\$22,533	\$14,624	\$	\$14,624	\$7,909
Services	67,957	43,780	25	43,805	24,152
Materials and Supplies	11,663	8,148		8,148	3,515
Utilities	5,632	4,171		4,171	1,461
Insurance		32		32	-32
Taxes	2,868	2,269		2,269	599
Purchased Transportation Service	177,101	131,868		131,868	45,233
Miscellaneous	480	291		291	189
Leases and Rentals	9,140	6,740		6,740	2,401
Total Annual Operating Budget	\$297,374	\$211,921	\$25	\$211,946	\$85,428

Contract Spending Plan	Forecasted Spend for Remainder of			Total
	Spending to Date ³	2018	Future Spending	
Seahurst Electric	\$205	\$68	\$208	\$481

Contract Detail	Board Approved Contract Value	Proposed Action	Proposed Revised Board Approved Contract Value
Seahurst Electric	\$412	\$25	\$437
Contingency			
Estimated Taxes	42	3	44
Contract Amount - Total	\$454	\$27	\$481
Percent Contingency	0%	0%	0%

Notes:

¹2018 Annual Operating Budget is located on page 29 of the 2018 Adopted Budget book.

²YTD Actuals as of September 30, 2018

³Spending to Date as of September 30, 2018.

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.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

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

PRIOR BOARD/COMMITTEE ACTIONS

Motion No. M2018-13: Authorized the chief executive officer to execute a contract with Seahurst Electric, Inc. to provide Systemwide Electrical Preventative Maintenance services for a total authorized amount not to exceed \$412,365 plus applicable taxes.

ENVIRONMENTAL REVIEW

KH 10/24/18

LEGAL REVIEW

AJP 10/25/18

MOTION NO. M2018-131

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 amendment with Seahurst Electric, Inc. to provide electrical preventative maintenance services at Union Station in the amount of \$24,900, for a new total authorized contract amount not to exceed \$437,265 plus applicable taxes.

BACKGROUND:

As Sound Transit's services have grown, modal facilities, such as stations and transit centers, have been added. These facilities have electrical systems that provide power for lighting, security monitoring, display signage, and ticket vending machines. As with any infrastructure system, timely and thorough inspection and maintenance will assist in preserving and prolonging the ability of the electrical system to perform as intended. This action adds Union Station to the existing Systemwide Electrical Preventative Maintenance contract that was approved by the Operations and Administration Committee on March 1, 2018.

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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 amendment with Seahurst Electric, Inc. to provide electrical preventative maintenance services at Union Station in the amount of \$24,900, for a new total authorized contract amount not to exceed \$437,265 plus applicable taxes.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on November 1, 2018.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Kathryn Flores
Board Administrator