

MOTION NO. M2018-13
System-wide electrical preventative maintenance services

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	03/01/2018	Final Action	Bonnie Todd, Executive Director, Operations Bruce Polnicky, Director, Facilities and Asset Control

PROPOSED ACTION

Authorizes the chief executive officer to execute a contract with Seahurst Electric, Inc. to provide System-wide Electrical Preventative Maintenance services for a total authorized amount not to exceed \$412,365 plus applicable taxes.

KEY FEATURES SUMMARY

- This action is needed to ensure the dependable and timely distribution of electrical power to operate our stations and transit centers.
- The scope includes de-energized testing, energized testing, evaluation of existing conditions, including the use of thermography, and on-call services for required repairs discovered during testing at ST Express, Sounder, and Tacoma Link facilities, along with Link's Maintenance of Way Building. The rest of the Link alignment is maintained under agreement with King County.
- The requested amount covers the one-year contract plus three option years and allows additional facilities to be added as necessary.
- Applicable taxes are currently estimated to be \$41,649.

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. This request is to create a preventative maintenance program contract, similar to 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.

PROCUREMENT

The Request for Proposals was issued November 2, 2017. A single proposal was received from Sound Transit's current contractor who has successfully performed the same scope of work for Union Station over the last three years. Staff negotiated a price reduction of \$188,680 or a 31%

reduction from the original proposed price based on a reevaluation of the scope requirements, thus reducing the services for some locations and combining efforts at other locations.

FISCAL INFORMATION

The proposed action will be funded from the Service category within the Operations Department’s annual operating budget. The Services category budget is \$67,956,947, of which a total of \$240,191 is estimated to be spent in the first year of the contract 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 anticipated in the 2018 annual budget.

Funding for the additional years of the contract will be included in future annual budget requests.

Operations Department
(in thousands)

Operations Department (thousands)	2018 Annual Operating Budget	Actuals to Date	This Action	Actuals to Date Plus Action	Remaining Annual Operating Budget
Salaries and Benefits	\$21,265	\$	\$	\$	\$21,265
Services	67,957	473	240	713	67,243
Materials and Supplies	11,663				11,663
Utilities	5,632				5,632
Insurance					
Taxes	2,868				2,868
Purchased Transportation Services	177,101				177,101
Miscellaneous	480				480
Leases and Rentals	9,140				9,140
Total Annual Operating Budget	\$296,106	\$473	\$240	\$713	\$295,392

Contract Spending Plan	Prior Year Spending	Forecast 2018 Spending	Future Expenditures	Total
Seahurst Electric, Inc		\$240	\$214	\$454

Contract Detail	Board Approved Contract Value	Contract Actuals to Date	Proposed Action	Proposed Revised Board Approved Contract Value
Seahurst Electric, Inc			\$412	\$412
Contingency			0	0
Contract Amount			412	412
Current Tax Estimate			42	42
Contract Amount - Total			\$454	\$454
Percent Contingency			0%	0%

Actuals to Date are as of January 31, 2018 (numbers are preliminary subject to the accounting close for the month.)
The 2018 Annual Operating Budget is located on page 22 of the Proposed 2018 Budget book.

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.

ENVIRONMENTAL REVIEW

KH 1/22/18

LEGAL REVIEW

AJP 1/26/18

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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 Seahurst Electric, Inc. to provide Systemwide Electrical Preventative Maintenance services for a total authorized amount not to exceed \$412,365 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.

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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 with Seahurst Electric, Inc. to provide Systemwide Electrical Preventative Maintenance services for a total authorized amount not to exceed \$412,365 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 March 1, 2018.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Kathryn Flores
Board Administrator