



Motion No. M2019-41

Systemwide Transit Oriented and Signage Services

| Meeting: | Date: | Type of action: | Staff contact: |
|---|------------|-----------------|---|
| Rider Experience & Operations Committee | 05/02/2019 | Final action | Bonnie Todd, ED-Operations John Weston, Acting Deputy Executive Director of Facilities & Systems Paul Gonzales, Manager-Facilities Operations |

Proposed action

Authorizes the chief executive officer to execute a one-year contract with four one-year options with Tube Art Group to provide systemwide signage maintenance, repair and fabrication, and installation of transit oriented and regulatory signage at Sound Transit facilities in the amount of \$3,708,601 plus applicable taxes.

Key features summary

- This contract will provide systemwide signage maintenance and repair, fabrication and installation of transit oriented and regulatory signage at Sound Transit facilities located throughout Pierce, King, and Snohomish counties.
- The scope of work includes:
 - Once-yearly scheduled maintenance and repair of signs and supporting structures.
 - Authorized work order for fabrication and installation.
 - Twice-yearly service change updates occurring every March and September at various facilities owned and operated by Sound Transit in Snohomish, King, and Pierce Counties.
 - This contract includes storage of completed sign assemblies, subassemblies, and raw materials as necessary and required.
- The requested amount will cover the one-year contract and all four option years.
- Applicable taxes are currently estimated to be \$374,569.

Background

Sound Transit's systemwide signage program consists of station identification, directional, regulatory, and customer information signage designed and installed for the convenience of the transit riders/customers utilizing Sound Transit services. In addition, the signage assists in directing riders/customers to service connections provided by other transportation providers operating within the Sound Transit service area. The signs must be in good condition and maintained throughout their life.

In 2018, the two contracts for the Systemwide Signage Program expired for the maintenance and repair, fabrication, and installation works, and twice-yearly service change update.

Included in this regularly scheduled work are Sound Transit facilities from DuPont to Everett; Seattle to Issaquah; and the north east facilities in Bellevue, and Kirkland, and Canyon Park.

Procurement information

Prior to issuing the solicitation for these services, Sound Transit considered the project scope, the determining factors for contract award, and the need for proposal discussions and revisions, and determined that a Request for Proposals (RFP) procurement method was the most advantageous.

Sound Transit advertised RFP No. RTA/RP 0616-18 on December 27, 2018. Sound Transit received one proposal from Tube Art Displays, Inc. in response to the solicitation from Tube Art Displays, Inc. The technical aspect of Tube Art Displays, Inc.'s proposal was reviewed and determined acceptable. On February 13, 2019, Sound Transit and Tube Art Displays, Inc. discussed the technical aspects of their proposal and pricing. On February 19, 2019, Tube Art Displays, Inc. submitted a revised price proposal in the amount of \$3,708,601, plus applicable taxes (a reduction of \$223,518). It should be noted that Sound Transit contacted other potential firms and inquired as to why they did not propose. Such firms advised that they did not submit a proposal for various business reasons, which were beyond Sound Transit's control.

Sound Transit recommends award of this contract to Tube Art Displays, Inc. based upon the firm's proposal being determined as the best value for Sound Transit. It should be noted that Tube Art Displays, Inc. has a successful past performance record with Sound Transit.

Fiscal information

The proposed action will be funded from the Services category within the Operations Department's annual operating budget. The Services category budget is \$76,846,533, of which a total of \$719,318 is estimated to be spent in the current year and is within the agency's budget authority. Future annual budget approvals for 2020-2023 will fund the four option years of this contract.

Operations
(in thousands)

| Cost Category | 2019 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 | \$23,515 | \$5,031 | \$ | \$5,031 | \$18,484 |
| Services | 76,847 | 15,999 | 719 | 16,719 | 60,128 |
| Materials and Supplies | 11,340 | 2,156 | | 2,156 | 9,183 |
| Utilities | 5,868 | 1,348 | | 1,348 | 4,520 |
| Insurance | | -763 | | -763 | 763 |
| Taxes | 2,975 | 654 | | 654 | 2,320 |
| Purchased Transportation Services | 196,186 | 49,058 | | 49,058 | 147,128 |
| Miscellaneous | 567 | 66 | | 66 | 501 |
| Leases and Rentals | 8,735 | 2,494 | | 2,494 | 6,241 |
| Total Annual Operating Budget | \$326,032 | \$76,043 | \$719 | \$76,762 | \$249,270 |

| Contract Spending Plan | Spending to Date ³ | Forecasted Spend for Remainder of 2019 | Proposed Future Spending |
|------------------------|-------------------------------|--|-----------------------------|
| Tube Art Group | | 719 | 3,364 |

| Contract Detail | Board Approved Contract Value | Proposed Action | Proposed Total for Board Approval |
|--------------------------------|----------------------------------|-----------------|--------------------------------------|
| Tube Art Group | \$ | \$3,709 | \$3,709 |
| Contingency | | | |
| Estimated Taxes | | 375 | 375 |
| Contract Amount - Total | \$ | \$4,083 | \$4,083 |
| Percent Contingency | 0% | 0% | 0% |

Notes:

¹ 2019 Annual Operating Budget is located on page 135 of the 2019 Adopted Budget book.

² YTD Actuals as of March 31, 2019.

³ Spending to Date as of March 31, 2019.

Disadvantaged and small business 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.

Tube Art Displays is a small business.

Public involvement

Not applicable to this action.

Time constraints

A delay could impact operation maintenance repair and services and defer any works that require immediate action and response.

Environmental review – KH 4/24/19

Legal review – AJP 4/25/19

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A motion of the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer the chief executive officer to execute a one-year contract with four one-year options with Tube Art Group to provide systemwide signage maintenance, repair and fabrication, and installation of transit oriented and regulatory signage at Sound Transit facilities in the amount of \$3,708,601 plus applicable taxes.

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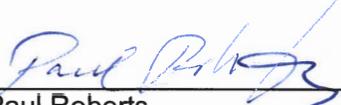
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Motion

It is hereby moved by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized the chief executive officer to execute a one-year contract with four one-year options with Tube Art Group to provide systemwide signage maintenance, repair and fabrication, and installation of transit oriented and regulatory signage at Sound Transit facilities in the amount of \$3,708,601 plus applicable taxes.

APPROVED by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on May 2, 2019.



Paul Roberts
Rider Experience and Operations Chair

Attest:



Kathryn Flores
Board Administrator