



AGENDA

Transit Committee Meeting

Committee Members

Janet Nguyen, *Chairman*
Gregory T. Winterbottom, *Vice Chairman*
Arthur C. Brown
William Dalton
Richard Dixon
Cathy Green
Miguel Pulido

Orange County Transportation Authority Headquarters
600 South Main Street, First Floor - Room 154
Orange, California
Thursday, October 8, 2009, at 9:00 a.m.

Any person with a disability who requires a modification or accommodation in order to participate in this meeting should contact the OCTA Clerk of the Board, telephone (714) 560-5676, no less than two (2) business days prior to this meeting to enable OCTA to make reasonable arrangements to assure accessibility to this meeting.

Agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Committee may take any action which it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

All documents relative to the items referenced in this agenda are available for public inspection at www.octa.net or through the Clerk of the Board's office at the OCTA Headquarters, 600 South Main Street, Orange, California.

Call to Order

Pledge of Allegiance

Director Green

1. Public Comments

Special Calendar

There are no Special Calendar matters.

Consent Calendar (Items 2 and 3)

All items on the Consent Calendar are to be approved in one motion unless a Committee Member or a member of the public requests separate action or discussion on a specific item.

2. Approval of Minutes

Of the September 24, 2009, Transit Committee meeting.



AGENDA

Transit Committee Meeting

3. Amendment to Agreement No. C-5-2927 with Cingular Wireless for Call Box Digital Wireless Service

P. Sue Zuhlke

Overview

On March 27, 2006, the Orange County Transportation Authority Board of Directors approved Agreement No. C-5-2927 with Cingular Wireless, now AT&T Mobility, to provide digital wireless service to support the Orange County Service Authority for Freeway Emergencies call box system for a four and one-half-year period. An amendment is required to provide continuous service through the term of the agreement ending on December 31, 2010.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 1 to Agreement No. C-5-2927 between the Orange County Transportation Authority and AT&T Mobility, in an amount not to exceed \$75,000, for digital wireless service to support the Orange County Service Authority for Freeway Emergencies call box system, bringing the total contract value to \$375,000.

Regular Calendar

4. Agreement for Bus Stop Maintenance Program

Ryan Erickson/Beth McCormick

Overview

As part of the Orange County Transportation Authority's Fiscal Year 2009-10 Budget, the Board of Directors approved the continuation of the bus stop maintenance program. This program involves inspecting and servicing each bus stop location on a regular basis and performing maintenance as needed to ensure that each stop is safe, clean, and in good condition for passenger use. Proposals for the bus stop maintenance contract were solicited and received in accordance with the Orange County Transportation Authority's procurement procedures for professional and technical services.



AGENDA

Transit Committee Meeting

4. (Continued)

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-8-0728 between the Orange County Transportation Authority and ShelterCLEAN, Inc., for a maximum obligation of \$2,013,113, to provide maintenance at each of the existing 6,575 bus stops located within the Orange County Transportation Authority's service area for a three-year term, with two one-year options.

Discussion Items

5. Public Outreach Update for March 2010 Bus Service Change Program Ellen S. Burton

The Orange County Transportation Authority is conducting outreach on various proposals to reduce bus service in March 2010. Staff will provide an update on the outreach program and public feedback.

6. Chief Executive Officer's Report

7. Committee Members' Reports

8. Closed Session

There is no Closed Session scheduled.

9. Adjournment

The next regularly scheduled meeting of this Committee will be held at **9:00 a.m. on Monday, October 22, 2009**, at the OCTA Headquarters.



MINUTES

Transit Committee Meeting

Committee Members Present

*Janet Nguyen, Chairman
Gregory T. Winterbottom, Vice Chairman
Arthur C. Brown
William Dalton
Richard Dixon
Cathy Green
Miguel Pulido*

Staff Present

*Will Kempton, Chief Executive Officer
James S. Kenan, Deputy Chief Executive Officer
Wendy Knowles, Clerk of the Board
Mary K. Burton, Deputy Clerk of the Board
Kennard R. Smart, Jr., General Counsel
OCTA Staff and members of the General Public*

Committee Members Absent

None

Call to Order

The September 24, 2009, regular meeting of the Transit Committee was called to order by Committee Chairman Nguyen at 9:05 a.m.

Pledge of Allegiance

Director Dixon led in the Pledge of Allegiance.

1. Public Comments

Public comments were offered under Item 2.

Consent Calendar (Items 2 through 5)

2. Approval of Minutes

Public comments were received from Roy Shahbazian, resident of Orange, who wanted to clarify the transit advocates' position on the Bristol Street Widening Project. Mr. Shahbazian would like staff to revise the plan to what is actually happening (i.e. progressing at a slower pace - not "suspending" the project), and for staff to consider all funding options presented by the transit advocates.

A motion was made by Director Green, seconded by Director Dalton, and declared passed by those present, to approve minutes of the September 10, 2009, meeting.

Director Pulido was not present to vote on this item.



MINUTES

Transit Committee Meeting

3. Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account Nominations

A motion was made by Director Brown, seconded by Director Green, and declared passed by those present, to:

- A. Authorize the Chief Executive Officer to submit project nominations to the California Department of Transportation for Public Transportation Modernization, Improvement, and Service Enhancement Account funds for the Metrolink Service Expansion Program and the Orange County Grade Crossing Safety Improvement Program.
- B. Authorize staff to process all necessary amendments to the Regional Federal Transportation Improvement Program and execute all necessary agreements to facilitate the above actions.

Director Pulido was not present to vote on this item.

4. Agreement for Construction of Drainage Improvements at the Pacific Electric Right-of-Way from Susan Street to the Santa Ana River in the City of Santa Ana

A motion was made by Director Brown, seconded by Director Green, and declared passed by those present, to authorize the Chief Executive Officer to execute Agreement No. C-9-0513 between the Orange County Transportation Authority and Bali Construction, Inc., the lowest responsive, responsible bidder, in an amount not to exceed \$233,932, for drainage improvements at the Pacific Electric right-of-way from Susan Street to the Santa Ana River in the City of Santa Ana.

Director Pulido was not present to vote on this item.

5. Cooperative Agreements with the Cities of Fullerton, Santa Ana, and Tustin for Video Surveillance Systems at Metrolink Stations

This item was pulled by Darrell Johnson, Executive Director of Rail Programs, who pointed out that Recommendation C in the staff report showed a dollar amount of \$750,000 which is correct; however, the synopsis that was posted had a typographical error and incorrectly listed the dollar amount as \$700,000.



MINUTES

Transit Committee Meeting

5. (Continued)

A motion was made by Director Green, seconded by Director Dalton, and declared passed by those present, to:

- A. Authorize the Chief Executive Officer to execute Cooperative Agreement No. C-9-0599 between the Orange County Transportation Authority and the City of Fullerton, in an amount not to exceed \$750,000, to define roles, responsibilities, and funding for the implementation of a video surveillance system at the Fullerton Transportation Center.
- B. Authorize the Chief Executive Officer to execute Cooperative Agreement No. C-9-0560 between the Orange County Transportation Authority and the City of Santa Ana, in an amount not to exceed \$750,000, to define roles, responsibilities, and funding for the implementation of a video surveillance system at the Santa Ana Regional Transportation Center.
- C. Authorize the Chief Executive Officer to execute Cooperative Agreement No. C-9-0590 between the Orange County Transportation Authority and the City of Tustin, in an amount not to exceed \$750,000, to define roles, responsibilities, and funding for the implementation of a video surveillance system at the Tustin Metrolink Station.

Director Pulido was not present to vote on this item.

Regular Calendar

6. Memorandum of Understanding with the City of Laguna Niguel for the Expansion of Parking at the Laguna Niguel/Mission Viejo Metrolink Station

Darrell Johnson, Executive Director of Rail Programs, stated that staff has been working with the City of Laguna Niguel to expand parking at the Laguna Niguel/Mission Viejo Metrolink station.

Lora Cross, Metrolink Expansion Project Manager, provided an overview of the Memorandum of Understanding (MOU) between Laguna Niguel/Mission Viejo and OCTA to conduct further studies to determine the feasibility and possible right-of-way acquisition and construction of a surface parking lot.

Several options were reviewed to meet projected ridership demand, one of which was the possibility of building a parking structure on the existing station parking lot; however, the City has shown a desire to utilize surface parking in order to minimize operations and maintenance costs.



MINUTES

Transit Committee Meeting

6. (Continued)

Director Brown stated that to meet the projected demand of 1,000 parking spaces, it would be in the best interest of the City and OCTA to build a parking structure now, while construction costs are cheaper, than in the future. Committee members were in agreement.

Mr. Johnson stated that staff has had numerous discussions with Laguna Niguel staff, and their desire is to look at the existing surface lot and adjacent parcel as part of an overall Gateway Master Plan for mixed-use development.

The Transit Committee discussed concerns regarding the parcel in question as it only would provide a short-term solution to the parking demand. The Committee would like to see a parking expansion solution that meets the projected demand of the Metrolink Service Expansion Program and addresses the efforts of the City of Laguna Niguel's Gateway Project. The Committee directed staff to modify the MOU to continue to work with the City of Laguna Niguel for possible long-term solutions, including a parking structure.

Chief Executive Officer, Will Kempton, stated that staff will modify the proposed MOU and bring back to the Board. From a construction point of view, if OCTA were looking to build a parking structure, the parcel in question would be needed to relocate any existing parking, while a new parking structure was being built.

A motion was made by Director Green, seconded by Director Brown, and declared passed by those present, to authorize the Chief Executive Officer to execute Memorandum of Understanding No. C-9-0716 between the Orange County Transportation Authority and the City of Laguna Niguel to define roles and responsibilities related to the study of the possible right-of-way acquisition and construction of a surface parking lot on property located east of Camino Capistrano in Laguna Niguel.

Discussion Items

7. Public Outreach for March 2010 Service Change

Ellen Burton, Executive Director of External Affairs, gave an update on the public outreach efforts for the March 2010 service change that included:

- Three upcoming Community Meetings.
- Meetings with the Transit Advocates of Orange County, the Citizen's Advisory Committee, and the Transit Advisory Committee.
- A Public Hearing is scheduled as part of the Board Meeting on October 26, 2009.



7. (Continued)

Staff will be gathering feedback on reduction strategies (i.e. preserving service on core routes, proportional cuts, hybrids and route restructuring), and bringing revenue assumptions to the October 28, 2009, Finance and Administration Committee. Final recommendations will be coming to the Transit Committee on November 12, 2009, and then to the Board on November 23, 2009.

Director Dixon asked if some bus lines would have to be eliminated completely and Ms. Burton responded they would, and staff may have to look at eliminating some routes.

Committee Vice Chairman Winterbottom commented that staff needs to let the public know that OCTA can no longer look for money to resolve this problem. OCTA may be able to move some money around or transfer some revenues; however, there is no alternate funding available to OCTA to sustain its current level of bus service.

8. Chief Executive Officer's Report

Chief Executive Officer (CEO), Will Kempton, reported on upcoming meetings and events.

CEO, Mr. Kempton, expressed his appreciation to members of the Board who are attending the March 2010 service change community meetings.

The California High-Speed Rail Authority voted to request \$4.6 billion in Federal America Recovery and Reinvestment Act funding that will be submitted to the Federal Railroad Administration on October 2, 2009. The request also commits an equal amount of State funds from Proposition 1A bonds and includes \$4 billion for the Anaheim to Los Angeles segment of the high-speed rail. Notification of the award is expected in approximately three to four months.

Director Pulido asked Mr. Kempton to report on his recent tour of the Pacific Electric Right-of-Way (PEROW). Mr. Kempton reported that the City of Santa Ana hosted a tour of the PEROW and is partnering with the City of Garden Grove to propose a rail connection between the train depot and the Civic Center.



9. Committee Members' Reports

Director Dixon asked Mr. Kempton if he has had an opportunity to interact with the Orangeline staff, and he responded that he has not had that opportunity yet.

Director Dalton thanked Mr. Kempton for attending the Garden Grove City Council meeting and providing a thumbnail sketch of the current conditions and some of the possible remedies.

Committee Vice Chairman Winterbottom also thanked Mr. Kempton for attending a recent breakfast meeting and the Villa Park City Council meeting.

Committee Chairman Nguyen acknowledged the recent email received from Mr. Kempton in regards to the State Route (SR-91) Express Lanes, and asked him to explain the guidelines for setting tolls with Committee Members. Mr. Kempton stated that in terms of volume, there are triggers that dictate the setting of tolls. The reason for the recent toll reductions on the SR-91 Express Lanes is the drops in volume and in response to guidelines of congestion management.

Committee Chairman Nguyen commented that it is interesting to hear that there is a guideline when ridership goes down on the SR-91 Express Lanes, OCTA decreases the fare; yet when there is decrease in ridership in other areas such as transit, OCTA increases the fare.

Director Brown responded that the SR-91 Express Lane tolls are based on congestion management – to keep a certain speed on the toll road itself. Mr. Kempton added that it is also part of the bond covenant relative to the operation of that facility.

Director Green added that staff's discussion at the Finance and Administration Committee indicated that transit is heavily subsidized, whereas, the SR-91 Express Lanes are not.

Committee Vice Chairman Winterbottom asked Committee Members to report on what the Finance and Administration Committee's comments in regards to the March 2010 bus service change. Directors Brown and Green indicated that they spoke about the calendar of events, timing, and state and federal subsidies (and lack of subsidies) for different modes of transportation.



MINUTES

Transit Committee Meeting

10. Closed Session

A Closed Session was not conducted at this meeting.

11. Adjournment

The meeting adjourned at 9:40 a.m.

The next regularly scheduled meeting of this Committee will be held at **9:00 a.m. on Thursday, October 8, 2009**, at the OCTA Headquarters.

ATTEST


Mary K. Burton
Deputy Clerk of the Board

Janet Nguyen
Committee Chairman



October 8, 2009

To: Transit Committee

From: Will Kempton, Chief Executive Officer 

Subject: Amendment to Agreement No. C-5-2927 with Cingular Wireless for Call Box Digital Wireless Service

Overview

On March 27, 2006, the Orange County Transportation Authority Board of Directors approved Agreement No. C-5-2927 with Cingular Wireless, now AT&T Mobility, to provide digital wireless service to support the Orange County Service Authority for Freeway Emergencies call box system for a four and one-half-year period. An amendment is required to provide continuous service through the term of the agreement ending on December 31, 2010.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 1 to Agreement No. C-5-2927 between the Orange County Transportation Authority and AT&T Mobility, in an amount not to exceed \$75,000, for digital wireless service to support the Orange County Service Authority for Freeway Emergencies call box system, bringing the total contract value to \$375,000.

Discussion

Currently, the Orange County Service Authority for Freeway Emergencies (OCSAFE) is responsible for operating and maintaining approximately 635 call boxes located on freeways and state highways throughout Orange County. On March 27, 2006, the Orange County Transportation Authority (OCTA) Board of Directors (Board) approved Agreement No. C-5-2927 with Cingular Wireless, now AT&T Mobility, to provide digital wireless service for the call boxes. At that time, OCSAFE operated and maintained approximately 1,200 call boxes utilizing analog cellular service. Due to federal regulatory relief authorizing cellular providers to cease providing analog service, it was necessary to convert the call boxes from analog cellular service to digital cellular service.

On May 23, 2005, the OCTA Board authorized a reduction in the number of call boxes by placing the call boxes at the maximum spacing of one-half mile apart in accordance with the California Highway Patrol's (CHP) and California Department of Transportation's (Caltrans) Call Box and Motorist Aid Guidelines. At the time the Board approved Agreement No. C-5-2927, it was anticipated that the number of call boxes would have been reduced prior to June 30, 2006, and the system would be converted from analog to digital. Several SAFEs in California were also converting their systems to digital and equipment for the replacement call boxes had to be back ordered. As a result, the call box reduction and conversion to digital service took place over a 10-month period concluding in April 2007.

During the time period from June 28, 2006, when the agreement was executed and April 2007, when the call box numbers were reduced and completely converted to digital service, analog service continued. However, the contract for analog cellular service had expired and the project manager charged the costs of the analog cellular service against Agreement No. C-5-2927. The total cost for analog service charged to this contract was \$96,179.05. Also during that time period, OCSAFE gradually began paying for digital service as call boxes were replaced. It does not appear, however, that the corresponding analog service was cancelled.

Excluding the cost of analog service charged to this agreement, the average monthly cost for the digital wireless service has been about \$5,640, which exceeds the estimated cost of \$5,000 per month when the contract was issued. Upon investigation, it was discovered that OCSAFE was paying for digital service for 755 call boxes. In addition to the 635 call boxes operated on freeways and certain state highways, call boxes have been located at the bus bases, park-and-ride lots, and transit centers. Additionally, there are 31 call boxes located on Rancho Santiago Community College District (RSCCD) campuses. RSCCD reimburses OCSAFE for the full cost of digital service and has its own maintenance contract for repairs and service. There were also 72 digital cellular phone numbers associated with call boxes that no longer exist but notification was not provided to AT&T Mobility to remove these numbers from service. These numbers have now been removed from service.

Under the contract, each call box line costs \$5.94 per month plus surcharges, taxes, and fees for usage up to 60 minutes. Each additional minute over 60 minutes is charged at \$0.40 per minute. Of the call boxes located at bus bases, park and ride lots, and transit centers, 10 call boxes were set up on a special rate plan to allow for higher usage. These 10 call boxes share 3,000 minutes at a cost of \$29.74 each plus surcharges, taxes, and fees per month. These call boxes are generally used by the coach operators to report issues

directly to Central Communications. The Transit Division is investigating the need for the call boxes. To maintain the plan, Amendment No. 1 also needs to address this additional rate structure.

By eliminating the extra cell numbers from the billing, the monthly average is approximately \$5,000. The remaining balance in the contract is \$5,823.45; therefore, to operate the call boxes through the term of the contract, December 31, 2010, an additional \$75,000 contract authority is necessary. This would bring the total contract value to \$375,000.

Staff is in the process of developing another call box reduction plan. Further reduction to the call box system will require a waiver from both Caltrans and CHP. Moreover, additional detail in order to be successful in being granted a waiver will take some time to compile. Information needed for the waiver includes the location of each proposed call box to be eliminated, the terrain in the area, the distance to the nearest public service area where assistance can be obtained, spacing of remaining call boxes, and call volume of each individual call box. Once the plan is prepared, CHP and Caltrans have a 60-day review period. The procurement of a consultant, the preparation of the reduction plan and approval by the OCTA Board, and the review by CHP and Caltrans may take up to nine months. Should OCSAFE be able to begin reducing the number of call boxes in the system prior to the expiration of Agreement No. C-5-2927, the monthly cost of the service will also be reduced.

Procurement Approach

The agreement for cellular services with Cingular Wireless (AT&T Mobility) was approved on March 27, 2006 for a four and one-half-year term. This procurement was originally handled in accordance with OCTA's procedures for technical and professional services. The agreement was awarded on a competitive basis.

The additional contract authority of \$75,000 was calculated using the monthly average cost of services through the end of the contract term, including additional call time over 60 minutes. This amount includes digital service for call boxes currently in service.

Fiscal Impact

The project was approved in the OCTA's Fiscal Year 2009-10 Budget, Executive Office Division, Account 0013-7641-AC310-AW2, and is funded through the Service Authority for Freeway Emergencies.

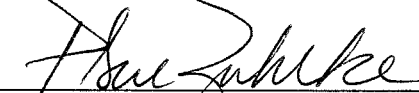
Summary

Based on the information provided, staff recommends approval of Amendment No. 1, in the amount of \$75,000, to Agreement No. C-5-2927 with Cingular Wireless (AT&T Mobility) for digital wireless services to support the call box program through December 31, 2010.

Attachment

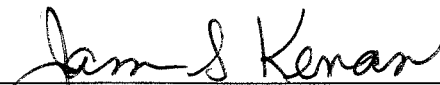
- A. Agreement No. C-5-2927 Fact Sheet, Cingular Wireless (AT&T Mobility)

Prepared by:

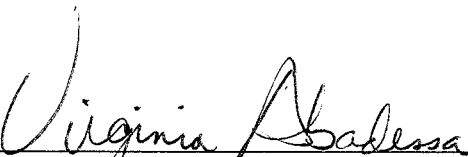


P. Sue Zuhlke
Director of Motorist Services &
Special Projects
(714) 560-5574

Approved by:



James S. Kenan
Deputy Chief Executive Officer
(714) 560-5678



Virginia Abadessa
Director, Contracts Administration and
Materials Management
714-560-5623

Agreement No. C-5-2927 Fact Sheet

Cingular Wireless (AT&T Mobility)

1. March 27, 2006, Agreement No. C-5-2927, approved by the Board of Directors.
 - Provide digital wireless service to support the Orange County Service Authority for Freeway Emergencies call box system through December 31, 2010.
2. October 9, 2009, Amendment No. 1 to Agreement No. C-5-2927, \$75,000, pending Board of Directors approval.
 - Provide additional contract authority to continue digital wireless service in support of the call box system.
 - Provide a new rate structure for 10 call boxes to share 3,000 minutes at a rate of \$29.74 per call box per month plus surcharges, taxes, and fees.
 - Change the name of the contractor to AT&T Mobility.

Total committed to AT&T Mobility after approval of Amendment No. 1 to Agreement No. C-5-2927 will be: \$375,000.



October 8, 2009

To: Transit Committee
From: Will Kempton, Chief Executive Officer
Subject: Agreement for Bus Stop Maintenance Program

Overview

As part of the Orange County Transportation Authority's Fiscal Year 2009-10 Budget, the Board of Directors approved the continuation of the bus stop maintenance program. This program involves inspecting and servicing each bus stop location on a regular basis and performing maintenance as needed to ensure that each stop is safe, clean, and in good condition for passenger use. Proposals for the bus stop maintenance contract were solicited and received in accordance with the Orange County Transportation Authority's procurement procedures for professional and technical services.

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-8-0728 between the Orange County Transportation Authority and ShelterCLEAN, Inc., for a maximum obligation of \$2,013,113, to provide maintenance at each of the existing 6,575 bus stops located within the Orange County Transportation Authority's service area for a three-year term, with two one-year options.

Discussion

It has been the Orange County Transportation Authority's (Authority) goal for many years to provide safe, clean, and convenient bus stop locations as a way of promoting a positive image of the Authority and to encourage ridership. To achieve this goal, a comprehensive bus stop maintenance program was established and includes three distinct maintenance tasks, which include:

1. Servicing each bus stop location a minimum of once every four weeks as a preventive measure to inspect for safety issues, to identify and make any necessary repairs to the Authority's bus stop sign, post, route information, or mounting hardware.

2. Providing routine scheduled service at high-usage bus stops ("trash hot spots") on a more frequent basis.
3. Issuing miscellaneous work orders on an as-needed basis for unscheduled maintenance and to replace bus stop information cassette inserts during bus service changes.

The "trash hot spot" program started in the late 1980s and has slowly grown over time as additional locations were identified as requiring increased maintenance. The decision to service these locations more frequently was generally made due to increased complaints from the public, property owners, or from the cities. The number of stops and frequency of service has steadily increased over the years from 500 to 2,500 bus stops, and these locations were serviced between one to two times per week.

At the April 13, 2009, Board of Directors (Board) meeting, there was a discussion regarding revising the scope of work for this contract. At that time, the Board decided to phase out the "trash hot spot" program. Effective with the start of a new contract on December 1, 2009, the "trash hot spot" bus stops will be serviced half the number of times compared with the previous year, effectively reducing the cost of this service in half to \$300,000 annually. On December 1, 2010, the program would again be cut in half, reducing the cost to \$150,000 annually. Finally, on December 1, 2011, the "trash hot spot" program would be completely eliminated. Tasks 1 and 3 would continue as described above. The Board based their decision on the fact that the Authority is only responsible for the Authority-owned equipment at the bus stops and a monthly preventive maintenance check of that equipment.

During this discussion, staff was asked to evaluate the possibility of allowing local jurisdictions to purchase trash removal and maintenance service from the Authority under this bus stop maintenance agreement. In response to this request, staff worked with the cities to evaluate the interest in a program of this type. Staff has also worked with the vendor to obtain pricing for this service.

This program would be available to the County of Orange or any city in Orange County in which Authority bus stops are located. The program would allow any jurisdiction to have the same type of service as performed by the Authority's "trash hot spot" program done by the Authority's contractor for bus stop maintenance. The cost is \$7.40 per bus stop per visit. For example, if a city chooses to participate in this program and have 100 bus stops cleaned once per week, the cost would be \$740.00 per week. The Authority and the jurisdiction would enter into a cooperative agreement to bill the jurisdiction for the cost charged by the contractor on a monthly basis. The jurisdiction could choose those bus stops selected for maintenance, frequency of maintenance,

or whether to participate in the program at its discretion. Currently, the Authority anticipates four jurisdictions may participate in this program.

Procurement Approach

On October 27, 2008, staff recommended award of Agreement No. C-8-0728 to ShelterCLEAN, Inc. (ShelterCLEAN) to provide maintenance at each of the existing 6,575 bus stops located within the Authority's service area for a three-year term, with two one-year option terms.

On November 24, 2008, the Board approved a one-year contract extension with ShelterCLEAN in order to evaluate the bus stop maintenance program.

On April 13, 2009, the Board approved a revised scope of work for the bus stop maintenance program which included the phasing out of Task 2, "trash hot spots."

On August 6, 2009, a request for a best and final offer (BAFO) based on the revised scope of work was sent to the two short-listed firms, ShelterCLEAN, and Sureteck Industrial & Commercial Services, Inc. (Sureteck).

On August 11, 2009, a BAFO was received from each of the two short-listed firms. The overall scores after the BAFO for these two firms remained the same as previously evaluated by the evaluation committee. ShelterCLEAN achieved a higher overall score and its proposal was much more advantageous to the Authority.

ShelterCLEAN has provided both bus stop and shelter maintenance for over 20 years throughout Orange and Los Angeles counties. Sureteck had little experience in bus stop sign maintenance and installation. ShelterCLEAN staff is dedicated and highly trained. References showed that they provided outstanding service to each of its clients. Sureteck proposed 30 percent fewer staff to perform the service than ShelterCLEAN. ShelterCLEAN's work plan demonstrates a systematic approach to maintaining each of the existing 6,575 bus stop locations. Sureteck's work plan focused strictly on trash removal and basic cleaning, not maintenance and preventive safety measures.

It is recommended that ShelterCLEAN be considered for award of this contract. ShelterCLEAN has demonstrated a thorough understanding of the project and will provide the reduced trash hot spot services during the term in accordance with Board direction. With the selection of ShelterCLEAN, the Authority's high standards would be met and maintained.

The contract will be for a three-year term with two one-year option terms, for a maximum obligation amount of \$2,013,113, effective December 1, 2009 through November 30, 2012.

Fiscal Impact

The project was approved in the Authority's Fiscal Year 2009-10 Budget, Transit, Maintenance Department, Facilities, Account 2166-7612-D3107-2WM, and is funded through the Local Transportation Fund.

Summary

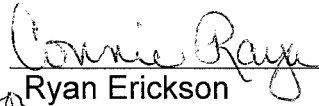
Staff recommends award of Agreement No. C-8-0728 to ShelterCLEAN, Inc., for a maximum obligation of \$2,013,113, for a three-year period, with two one-year options, to provide maintenance at each of the existing 6,575 bus stop locations within the Authority's service area.


Attachments

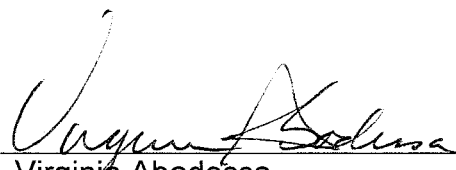
- A. Bus Stop Maintenance Program Review of Proposals RFP 8-0728
- B. Proposal Evaluation Criteria Matrix RFP 8-0728 Bus Stop Maintenance Program
- C. Contract History for the Past Two Years RFP 8-0728 Bus Stop Maintenance Program

Prepared by:

Approved by:


for Ryan Erickson
Manager, Facilities Maintenance
714-560-5897


for Beth McCormick
General Manager, Transit
714-560-5964


Virginia Abadessa
Director, Contracts Administration and
Materials Management
714-560-5623

**Bus Stop Maintenance Program
Review of Proposals RFP 8-0728**

3 proposals were received, 2 firms were short listed. One firm being recommended for award

Overall Ranking	Overall Score	Firm & Location	Sub-Contractors	Evaluation Committee Comments	Proposed Price
1	85	ShelterCLEAN, Inc. Sun Valley, California	Viking Crane Service	Highest ranked overall proposal. Firm has strong relevant bus stop maintenance experience. Firm has strong experience with public agencies, including Los Angeles County Department of Public Works, Los Angeles Department of Transportation, Metrolink, Irwindale, Lake Forest, and Lancaster. Project manager has strong experience on similar projects. The company has a thorough understanding of the scope of work and project issues.	1st Year \$808,635 2nd Year \$675,806 3rd Year \$528,672
2	74	Sureteck Industrial & Commerical Services, Inc. Ontario, California	Right On Electric	Second highest ranked proposal. Firm has good trash removal and basic cleaning experience, but lacking the bus stop sign maintenance and installation experience. Project manager is knowledgeable of the project. Work plan lacked the project detail demonstrating how the required tasks could be completed. Proposed competitive pricing Firm provides employee medical insurance	1st Year \$558,730 2nd Year \$457,543 3rd Year \$363,502

Evaluation Panel: (5)	Evaluation Criteria	Weight Factor
Orange County Transportation Authority: CAMM (1)	Qualifications of Firm Staffing & Project Organization	20%
Bus Operations (1)	Work Plan	15%
Service Planning & Customer Advocacy (1)	Cost & Price	35%
Maintenance (2)		30%

**PROPOSAL EVALUATION CRITERIA MATRIX
RFP 8-0728 BUS STOP MAINTENANCE PROGRAM**

SHELTER CLEAN , Inc.						Weights	Overall Score
Evaluation Number	1	2	3	4	5		
Qualifications of Firm	4.00	5.00	5.00	5.00	5.00	4	19
Staffing & Project Organization	4.00	4.00	5.00	5.00	5.00	3	14
Work Plan	5.00	4.00	5.00	5.00	5.00	7	34
Cost & Price	3.00	3.00	3.00	3.00	3.00	6	18
Overall Score	81.00	78.00	88.00	88.00	88.00		85
SURETECK INDUSTRIAL & COMMERCIAL SERVICES, Inc.						Weights	Overall Score
Evaluation Number	1	2	3	4	5		
Qualifications of Firm	3.00	3.00	3.00	2.00	2.00	4	10
Staffing & Project Organization	3.00	2.00	3.00	2.00	2.00	3	7
Work Plan	3.00	2.00	3.00	2.00	2.00	7	17
Cost & Price	5.00	5.00	5.00	5.00	5.00	6	30
Overall Subtotal Score	72.00	62.00	72.00	58.00	58.00		64
Medical Insurance (10 points)							10
Total including Insurance Points							74

CONTRACT HISTORY FOR THE PAST TWO YEARS
RFP 8-0728
Bus Stop Maintenance Program

Firm - Prime Only	Contract No.	Description	Contract Start Date	Contract Completion Date	Contract Amount
ShelterCLEAN, Inc.	C-3-0810	Bus Stop Maintenance Program	12/1/2003	11/30/2009	\$ 6,072,700
Sub Total					\$ 6,072,700
Sureteck Industrial & Commercial Services, Inc.	None	No Contracts Awarded	NA	NA	\$0
Sub Total					\$0