



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) CAPITAL PROJECTS STANDING COMMITTEE MEETING AGENDA

SEPTEMBER 10, 2021 – 10:30AM

DUE TO COVID-19, THE SEPTEMBER 10, 2021 SANTA CRUZ METRO CAPITAL PROJECTS STANDING COMMITTEE MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Directors, staff and the public may participate remotely via Zoom [at this link](#) and entering the passcode (157477) or by calling 1-669-900-9128 Meeting ID 889 9362 5620

Public comment may be submitted via email to boardinquiries@scmttd.com. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Comments submitted after the meeting is called to order will be included in the Board's weekly correspondence that is posted online at board meeting packet link.

The Capital Projects Standing Committee Meeting Agenda Packet can be found online at www.SCMTD.com.

The Committee may take action on each item on the agenda. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the Board of Directors.

COMMITTEE ROSTER

Director Bruce McPherson
Director Donna Meyers
Director Larry Pageler

County of Santa Cruz
City of Santa Cruz
County of Santa Cruz

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

MEETING TIME: 10:30AM

NOTE: THE COMMITTEE CHAIR MAY TAKE ITEMS OUT OF ORDER

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. ADDITIONS/DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

4. ORAL AND WRITTEN COMMUNICATIONS TO THE CAPITAL PROJECTS STANDING COMMITTEE

This time is set aside for Directors and members of the public to address any item not on the Agenda, but which is within the matter jurisdiction of the Committee. If you wish to address the Committee, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the Committee and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

5. RECOMMEND APPROVAL AUTHORIZING THE CEO TO EXECUTE A SOLE SOURCE CONTRACT WITH N/S BUS WASHER CORPORATION

Margo Ross, COO

6. ADJOURNMENT

Accessibility for Individuals with Disabilities

This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmtd.com. Upon request, Santa Cruz METRO will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to boardinquiries@scmtd.com or submitted by phone to the Executive Assistant at 831.426.6080. Requests made by mail (sent to the Executive Assistant, Santa Cruz METRO, 110 Vernon Street, Santa Cruz, CA 95060) must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

Public Comment

If you wish to address the Board, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the Board and included in the official report, please include it in your email. Comments that require a response may be deferred for staff reply.



DATE: September 10, 2021
TO: Capital Projects Standing Committee
FROM: Margo Ross, Chief Operations Officer
SUBJECT: **RECOMMEND APPROVAL AUTHORIZING THE CEO TO EXECUTE A SOLE SOURCE CONTRACT WITH N/S BUS WASHER CORPORATION**

I. RECOMMENDED ACTION

That the Capital Projects Standing Committee Review and Recommend the Board of Directors Authorize the CEO to Execute a Sole Source Contract with N/S Corporation

II. SUMMARY

- N/S Corporation installed Santa Cruz Metropolitan Transit District's (METRO) bus washer in June 2006. The original equipment manufacturer (OEM) and service bus washers were installed and serviced by N/S Corporation. The life expectancy of the bus washer is 15 to 20 years. The bus washer at METRO is in need of rehabilitation now.
- In June of 2018 many of the components for the bus washer were in need of repair or replacement. N/S Corporation evaluated the bus washer for repairs and provided METRO with a repair estimate in the amount of \$85,320.
- METRO received funds for the bus washer mid-life overhaul using Federal Transportation Administration (FTA) FY19 5339(a) Bus and Bus Facilities Formula Program in the amount of \$100,000 and FY20 FTA 5339(a) Buses and Bus Facilities in the amount of \$80,000.
- In February 2021 METRO staff researched the market to evaluate whether the bus wash repair and rehabilitation could be performed by other companies within METRO's procurement parameters. There were 18 companies listed who manufacture and service bus washers; only N/S Corporation operates in California. Further analysis indicated bus washer repair and rehabilitation were normally provided by the original bus washer manufacturer.

III. DISCUSSION/BACKGROUND

The bus washer at METRO is in need of rehabilitation now. The OEM parts must be used in order for the washer to function properly. The estimate provided by

N/S Corporation in June 2018 is now obsolete. N/S Corporation can currently provide various options for the parts needed for the rehabilitation.

Staff researched the various options; including the purchase of a new bus wash, the full rehabilitation of the bus wash and the refurbishment of the bus wash. Staff received three quotes for purchasing new, rehabilitation and refurbishment of the bus wash. The amounts were \$514,628 for a new bus wash; \$490,728 for a refurbished bus wash; and, \$130,905.17 for a refurbished bus wash.

Staff concluded a refurbished bus wash provides METRO time to research the reconfiguration of the JKS bus yard to accommodate a larger footprint for a new bus wash which has the ability to wash articulated buses. The refurbished option has been estimated by staff to last at least seven years; providing METRO with ample ability to research and renew plans for the JKS bus yard.

METRO staff is requesting that the Capital Projects Standing Committee review and recommend the Board of Directors (Board) authorize the CEO to execute a contract on behalf of METRO with N/S Corporation for bus washer rehabilitation in the amount not to exceed \$150,000.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The actions taken in this report tie to METRO's State of Good Repair strategic priority.

V. FINANCIAL CONSIDERATIONS/IMPACT

N/S Corporation provided METRO with an updated component and labor cost of \$130,905.17 and a 10% contingency of \$13,090, for a total of \$143,995.17.

Funds to support this procurement are available through the FTA FY19 5339(a) Bus and Bus Facilities Formula Program in the amount of \$100,000 and FY20 5339(a) Buses and Bus Facilities in the amount of \$80,000.

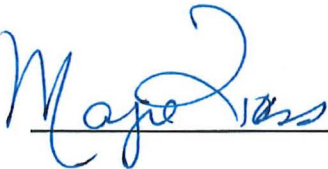
VI. ALTERNATIVES CONSIDERED

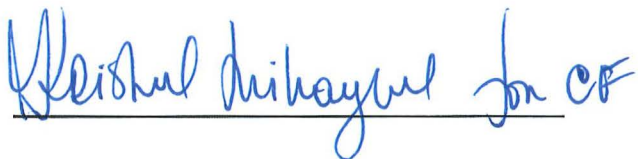
The Board could direct the Purchasing Manager to conduct a standalone procurement for the parts, repairs and labor rehabilitation of METRO's bus wash. This is not recommend as it would take approximately six months to complete a full procurement and would likely result in higher priced parts and labor.

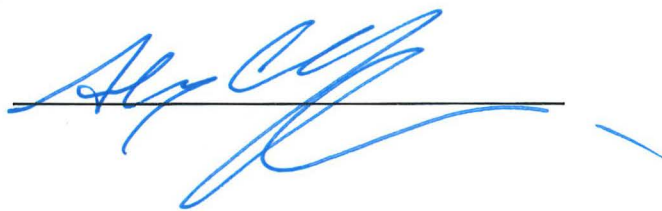
VII. ATTACHMENTS

Attachment A: Budget Quote from N/S Corporation
Prepared By: Margo Ross, Chief Operations Officer

VIII. APPROVALS

Margo Ross, Chief Operations Officer  _____

Approved as to fiscal impact:
Chuck Farmer, Chief Financial Officer  _____

Alex Clifford, CEO/General Manager  _____

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Attachment A N/S CORPORATION BUDGETARY QUOTE

Quotation Number: 2_1861

Date: August 4, 2021

System: SYS-3100-12 Parts Rehab

Customer No.:6667

Location:

Santa Cruz Metro Transit Authority
138 Golf Club Drive
Santa Cruz, Ca 95060

Prepared For:

Eddie Benson
Maintenance Manager
Santa Cruz Metro
Telephone: (512) 496-8474
Email: EBenson@scmttd.com

<p>N/S CORPORATION 235 W. Florence Avenue Inglewood, CA 90301</p>
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We are pleased to provide you with the following quotation for: Bus Wash Parts Rehab

MODEL NO.	DESCRIPTION	PRICE	QTY	EXTENDED PRICE
/NOTE 630-1312-12D	Two wrap brushes need replacing Wrap Brush (Driver)	\$3,462.27	1	\$3,462.27
630-1312-12P	Wrap Brush (Passenger)	\$3,462.27	1	\$3,462.27
765-2508D	Brush Coupler Driver	\$877.39	1	\$877.39
765-2508P	Brush coupler passenger	\$877.39	1	\$877.39
900-0495	Brush stabilizer brackets	\$173.94	2	\$347.88
9100-0083	Collar locks	\$54.42	4	\$217.68
9400-0067	Wrap brush shocks	\$169.77	2	\$339.54
630-1015	Chain assemblies	\$143.06	2	\$286.12
CP-AR-24-4	Panel box w/reg	\$797.35	1	\$797.35
RGLS-00	Entry Light LED	\$3,396.69	1	\$3,396.69
SCS-00	Speed Control LED	\$11,865.05	1	\$11,865.05
475-3200B	3/8" High Pressure Tubing	\$1.38	100	\$138.00
/NOTE	Lube system is not working			
2063-0004	Auto Lube System	\$332.78	4	\$1331.12

This quotation firm for a period of sixty (60) days unless otherwise specified.
Prepared By: **Michael Howlett** (310) 330-1240 mikeh@nswash.com

5A.1

Attachment A N/S CORPORATION BUDGETARY QUOTE

Quotation Number: 2_1861

Date: August 4, 2021

System: SYS-3100-12 Parts Rehab

Customer No.: 6667

Location: Santa Cruz Metro Transit Authority
138 Golf Club Drive
Santa Cruz, Ca 95060

Prepared For: Eddie Benson
Maintenance Manager
Santa Cruz Metro
Telephone: (512) 496-8474
Email: EBenson@scmtd.com

N/S CORPORATION
235 W. Florence Avenue
Inglewood, CA 90301

PAGE 2 OF 3

We are pleased to provide you with the following quotation for: Bus Wash Parts Rehab

MODEL NO.	DESCRIPTION	PRICE	QTY	EXTENDED PRICE
RO-4140-7200	R.O. System	\$14,782.20	1	\$14,782.20
3023-0008	Water Softener	\$7,076.13	1	\$7,076.13
/MISC	Brush Package Plumbing w/ Check Valves	\$2,795.00	1	\$2,795.00
/MISC	Detergent Arch Replumb w/ Check Valves	\$2,495.00	1	\$2,495.00
/MISC	R.O Arch Replumb w/ Check Valves	\$2,495.00	1	\$2,495.00
/MISC	Pre-rinse Arch Replumb	\$2495.00	1	\$2495.00
	Equipment Total		1	\$61,784.76
/NOTE	Erection kit	\$1,100.01	1	\$1,100.01
/Crate	Crating	\$525.00	1	\$525.00
	Sales tax 9.25%			\$5,865.40
/Erec	Erection (prevailing wages)	\$23,355.00	1	\$23,355.00
	Electrical (prevailing wages)	\$21,600.00	1	\$21,600.00
	Plumbing (prevailing wages)	\$10,800.00	1	\$10,800.00
	Demo – Removal (prevailing wages)	\$4,500.00	1	\$4,500.00
.	Freight	\$1,375.00	1	\$1,375.00
	Total:			\$130,905.17

This quotation firm for a period of sixty (60) days unless otherwise specified.
Prepared By: **Michael Howlett** (310) 330-1240 mikeh@nswash.com

5A.2

Attachment A N/S CORPORATION BUDGETARY QUOTE

Quotation Number: 2_1861

Date: August 4, 2021

System: SYS-3100-12 Parts Rehab

Customer No. 6667

Location:

Santa Cruz Metro Transit Authority
138 Golf Club Drive
Santa Cruz, Ca 95060

Prepared For:

Eddie Benson
Maintenance Manager
Santa Cruz Metro
Telephone: (512) 496-8474
Email: EBenson@scmttd.com

N/S CORPORATION
235 W. Florence Avenue
Inglewood, CA 90301

PAGE 3 OF 3

We are pleased to provide you with the following quotation for: Bus Wash Parts Rehab

QUOTATION NOTES

NOTE # 1:

NO PERMITS, LICENSES, FEES OR SLAB WORK OF ANY KIND HAS BEEN INCLUDED IN THIS QUOTATION.

NOTE # 2:

THIS QUOTE DOES NOT INCLUDE A CLARIFIER, RECOVERY PITS OR SUMP PITS.

NOTE # 3:

THIS QUOTE DOES NOT INCLUDE ANY TRENCH DRAIN GRATING.

NOTE # 4:

THIS QUOTE DOES NOT INCLUDE ANY CONCRETE WORK OF ANY KIND.

NOTE # 5:

THIS QUOTE DOES NOT INCLUDE A MAIN POWER SUPPLY SUB PANEL IN THE WASH BAY.

NOTE # 6:

THIS QUOTE DOES NOT INCLUDE THE MAIN POWER SUPPLY TO THE WASH BAY.

NOTE # 7:

THIS QUOTE DOES NOT INCLUDE THE MAIN WATER SUPPLY TO THE WASH BAY AND DOES NOT INCLUDE A BACKFLOW PREVENTER.

NOTE # 8:

THIS QUOTE DOES NOT INCLUDE AN AIR COMPRESSOR OF MAIN AIR SUPPLY TO THE WASH BAY.

NOTE # 9:

PE STAMPED DRAWINGS AVAILABLE AT AN ADDITIONAL FEE.

NOTE # 10:

PREVAILING WAGES HAS NOT BEEN INCLUDED IN THIS QUOTE. UNION LABOR HAS NOT BEEN INCLUDED IN THIS QUOTE.

NOTE # 11:

THIS QUOTE DOES NOT INCLUDE ANY ADDITIONAL REPAIRS OR ADDITIONAL PARTS NOT INCLUDED IN THIS QUOTE OR ANY EXSISTING EQUIPMENT THAT FAILS PRIOR TO OR DURING INSTALLATION.

NOTE # 12:

NS IS NOT RESPONSIBLE FOR THE REMOVAL OF THE R.O. SYSTEM AND WATER SOFTENER.

NOTE # 13:

WARRANTY (1) ONE YEAR, ON DEFECTIVE PARTS AND DAYS LABOR.

This quotation firm for a period of sixty (60) days unless otherwise specified.
Prepared By: **Michael Howlett** (310) 330-1240 mikeh@nswash.com

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