



## Legislation Text

---

**File #:** 17-296, **Version:** 1

---

### **AWARD OF RFP 17-30 AND AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH SOUTHWEST FABRICATION, LLC, FOR BUS STOP INSTALLATION, MAINTENANCE AND REPAIR SERVICES**

Staff Contact: Jack Friedline, Director, Public Works

#### **Purpose and Recommended Action**

This is a request for City Council to award RFP 17-30, and authorize the City Manager to enter into an Agreement with Southwest Fabrication, LLC, for bus stop installation, maintenance, and repair, and to authorize the City Manager to renew the Agreement, at the City Manager's discretion, for an additional three, one-year renewals, in an amount not to exceed \$750,000 over the entire term of the Agreement, contingent upon Council Budget approval. The initial term of the Agreement is effective for two years.

#### **Background**

Glendale contracts for bus stop installation, maintenance and repair services. Currently, there are 544 bus stops in Glendale, with 172 of those stops containing shelters and furniture, along with another 58 locations with benches and trash cans only. The service agreement that the city utilized to perform these services expired on May 30, 2017. The city, with the approval of the current contractor, also Southwest Fabrication, recently agreed to a temporary 30-day agreement to ensure continuation of service until the award of the new agreement.

A Request for Proposals (RFP) 17-30, Bus Stop Installation, Maintenance and Repair Services, was advertised on March 23, 2017 with proposals due on April 10, 2017. Staff from the Materials Management Office searched the Arizona State Procurement database of vendors, and sent emails to 46 prospective bidders, making them aware of the RFP. Ultimately, one proposal was received and an evaluation panel consisting of staff from Transit evaluated the proposal and determined that Southwest Fabrication's proposal was responsive and met all the criteria and conditions contained within the scope of the RFP.

#### **Analysis**

This Agreement will provide for continued maintenance services at bus stops. The maintenance is comprised of two functions: repairs and refurbishing. The contractor will complete general repairs and respond to emergency situations when major damage has occurred at a bus stop because of a vehicle accident, storm damage, or vandalism. The refurbishing of bus shelters and furniture entails removing the existing furniture, repairing (if needed), repainting, powder-coating the items, and then re-deploying the furniture in the field, per the refurbishment cycle of five years. Since January of 2014, 113 shelters have been refurbished, including 25 this fiscal year, at an average cost of \$3,500 to \$4,500 each depending on the condition and any extra repairs that need to be completed.

This Agreement will also allow for the purchase or fabrication of new bus shelters throughout the city. With service beginning on 83<sup>rd</sup> Avenue in October of this year, staff plans on installing approximately 6-7 new shelters along the corridor. Staff will also evaluate ridership on the new Gus 2 route once implemented, to determine if there are stops that warrant a shelter along that route.

### **Previous Related Council Action**

On November 24, 2014, Council authorized entering into Contract Amendment Number Four to the Agreement with Southwest Fabrication, Contract No. C-7675, extending the agreement from January 1, 2015 to December 31, 2015, and authorizing the City Manager to renew the Agreement an additional five-month renewal allowing the Agreement to be effective through May 30, 2017.

On January 14, 2014, Council authorized entering into Amendment Number Three to the Agreement with Southwest Fabrication, LLC, Contract No. C-7675, to increase spending authority from \$27,000 annually to an amount not to exceed \$255,000 per year.

### **Community Benefit/Public Involvement**

Maintaining transit amenities and the regular scheduling of refurbishment of bus shelters and furniture ensures a clean and safe environment for transit users, as well as presenting a professional image of the city. It also prolongs the life of these shelters and amenities which reduces replacements costs over the long term.

### **Budget and Financial Impacts**

Funding is available in the adopted FY 2017-18 GO Transportation Program Fixed Route operating budget. Expenditures with Southwest Fabrication, LLC are not to exceed \$750,000 over the entire term of the Agreement, contingent upon future Council Budget approval.

<b>Cost</b>	<b>Fund-Department-Account</b>
<b>\$750,000</b>	<b>1660-16540-518200, Fixed Route, Professional and Contractual</b>

Capital Expense? No

Budgeted? Yes

Requesting Budget or Appropriation Transfer? No

If yes, where will the transfer be taken from?