



***April 12, 2018***

**To:** Transit Committee

**From:** Darrell E. Johnson, Chief Executive Officer

**Subject:** Award of Agreement for Three-Position Bicycle Racks for 40-Foot Buses

### ***Overview***

The Orange County Transportation Authority operates a fixed-route fleet of 484 40-foot compressed natural gas-powered buses. Approval is requested to execute an agreement for hardware and installation of up to 484, three-position bicycle racks on the buses in the fleet.

### ***Recommendations***

- A. Approve the selection of Complete Coach Works to provide hardware and installation of up to 484, three-position bicycle racks, with the option to purchase up to 73 additional units as needed.
- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-7-2136 between the Orange County Transportation Authority and Complete Coach Works in the amount of \$745,592, for the purchase and installation of up to 484, three-position bicycle racks, with an option to purchase 73 additional units as needed.

### ***Discussion***

Orange County Transportation Authority (OCTA)'s bus system offers 65 routes and over 5,500 bus stops to provide service throughout Orange County and into neighboring counties. The buses operating in the system currently have two-position bicycle racks; the purchase and installation of three-position bicycle racks will increase the capacity for bicycle riders on the existing 40-foot fleet by 50 percent.

OCTA will procure and gradually install three-position bicycle racks on all 40-foot buses in the active fleet. Installation on 60-foot vehicles and cutaway buses is still under evaluation and may be undertaken in the future. OCTA buses are

currently equipped with two-position bicycle racks; buses leave bicyclists at stops when the bicycle racks are full. The higher-capacity racks will reduce the number of times a bicyclist will be left behind and could conceivably make the system more attractive to bicyclists. Up to 484 three-position bicycle racks will be purchased and installed on the 40-foot buses. The agreement will have an option for 73 additional units intended to accommodate additional vehicles or to replace units damaged beyond repair.

OCTA tested two different three-position bicycle racks and conducted surveys seeking operator and customer feedback on the two models. The majority of the feedback received was positive, with coach operators and passengers citing the increased bicycle capacity as a well-liked feature. Additionally, the three-position bicycle racks were presented to the Customer Advocacy Committee Ped/Bike Subcommittee and were well received; staff was encouraged to continue with fleet-wide installation.

### ***Procurement Approach***

This procurement was handled in accordance with OCTA Board of Directors (Board)-approved procedures for materials and equipment greater than \$50,000. These procedures, which conform to both federal and state requirements, are used when minimum requirements can be clearly specified and, therefore, the lowest price is the only criterion for choosing among the bidders who are responsive and responsible after a sealed bid process.

On January 10, 2018, Invitation for Bids (IFB) 7-2136 was issued electronically through CAMM NET and was advertised in a newspaper of general circulation. Bidders were provided clarifications of IFB requirements and other administrative issues through four posted addenda on January 18, February 7, 13, and 20, 2018. On February 22, 2018, two sealed bids were received and publicly opened, with one firm in attendance.

Both bids were reviewed by staff from the Contracts Administration and Materials Management Department and the Maintenance Department to ensure compliance with the contract terms, legal requirements, and technical specifications. The list of bidders and bid amounts is presented below in alphabetical order:

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<u>Firm and Location</u>	<u>Bid Amount</u>
Complete Coach Works Riverside, California	\$745,592
Midwest Bus Corporation Owosso, Michigan	\$763,857

The project manager's estimate for this project was \$765,980. The recommended bid of \$745,592 is 2.7 percent below the project manager's estimate.

The IFB requires award to the lowest responsive, responsible bidder. As such, staff recommends award to Complete Coach Works for the purchase and installation of 484 three-position bicycle racks. The total bid amount includes installation, a two-year base warranty, and sales tax.

#### Fiscal Impact

Funding for the procurement of the three-position bicycle rack project has been obtained through the Caltrans Low Carbon Transit Operation Program, Project ID, 16-17-D12-128, Capital Purchase/Install Vehicle Improvements.

#### ***Summary***

Based on the information provided, staff recommends the Board authorize the Chief Executive Officer to negotiate and execute Agreement No. C-7-2136 between OCTA and Complete Coach Works, the lowest responsive and responsible bidder, in the amount of \$745,592, for the purchase and installation of up to 484, three-position bicycle racks, with an option to purchase 73 additional units as needed.

***Attachment***

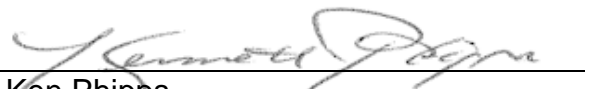
None.

**Prepared by:**



Cliff Thorne  
Director, Maintenance and Motorist  
Services  
714-560-5975

**Approved by:**



Ken Phipps  
Deputy Chief Executive Officer  
714-560-5637



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