

AGENDA ITEM 6 C
Consent Item

MEMORANDUM

DATE: March 6, 2008

TO: El Dorado County Transit Authority

FROM: Mindy Jackson, Transit Director

SUBJECT: Award Contract for Preparation of Plans, Specifications, Estimates and Contract Documents for the Central Transit Facility project

REQUESTED ACTION:

BY MOTION,

1. **Authorize the Transit Director to negotiate an agreement with Carlton Engineering for the Preparation of Plans, Specifications, Estimates and Contract Documents for the Central Transit Facility Project.**
2. **Authorize the Chairman to execute final agreement**

BACKGROUND

The *Western El Dorado County Short Range and Long Range Transit Plan Study* encompassing two (2) time frames, 2003/04 – 2007/08 and extending to 2025 included the recommendation to build a Central Transfer Facility in Diamond Springs, CA. The El Dorado County Transit Authority (El Dorado Transit) acquired three (3) parcels totaling 1.42 acres adjacent to the transit office and maintenance facility with a combination of Congestion Management Air Quality (CMAQ) and local transportation funds in 2001.

El Dorado Transit was approved for \$440,459 of Federal Transit Administration (FTA) Section 5311 grant funds. El Dorado Transit board approved the local match of \$110,115 in the agency 2005/2006 budget using State Transit Assistance (STA) funds.

CalTrans approved the El Dorado Transit Request for Proposal (RFP) on October 18, 2007. The El Dorado County Transit Authority (El Dorado Transit) published a Request for Proposals on January 7, 2008 for the preparation of plans, specifications, estimates and contact documents for the construction of the Central Transit Center project.

The facility will include a bus shelter, full bus pull-out bike lockers and between 60 – 95 parking spaces. The project will provide parking for Sac-Med and commute customers.

DISCUSSION

Proposals received by submission deadline of November 15, 2008 were evaluated by a panel that included Mindy Jackson, El Dorado Transit, Transit Director; Mr. Randy Pesses, City of Placerville Public Works Director and Mr. Alfred Knotts, Principal Planner, El Dorado County Dept. of Transportation – Tahoe Engineering Division. Evaluation criteria included: project understanding; staffing and experience; project work plan and firm experience.

<i>CONSULTANT</i>	<i>SCORE</i>	<i>RANKING</i>	<i>BID AMOUNT</i>
Carlton Engineering	280	1	\$134,880.30
CTA Engineering & Surveying	259	2	\$115,887.00
Cunningham Engineering Corporation	257	3	\$247,962.00
G. C. Wallace	217	4	\$279,969.80

The responders are highly qualified however, based upon this evaluation staff recommends awarding the contract to Carlton Engineering and authorizing the Transit Director to negotiate and finalize the contract and scope work.

Several items in the scope of work appears to exceed what was anticipated in the Request for Proposals. We intend to negotiate to eliminate or reduce certain aspects of the proposed scope of work. With this strategy, staff requests the Board authorize the Transit Director to negotiate the final contract with Carlton Engineering.

Final award is subject to award recommendation review by CalTrans FTA Section 5311 program staff.

FISCAL IMPACT

Federal Transit Administration (FTA) Section 5311 and State Transit Assistance (STA) funds provided \$550,574 for the design and construction of this facility. The grant requires project completion by October 1, 2009.

Currently, the revised estimates of the project budget show the project to be within the budget. The final budget will be determined by the actual construction costs, including the original construction contract and any change orders.

For information regarding this agreement or the project, feel free to contact Mindy Jackson, Transit Director at (530) 642-5383 ext. 210 or mjackson@eldoradotransit.com