



Board Report

File #: 2017-0116, **File Type:** Contract

Agenda Number: 13.

FINANCE, BUDGET AND AUDIT COMMITTEE SEPTEMBER 20, 2017

SUBJECT: TAP FARE COLLECTION EQUIPMENT INSTALLATION SERVICES

ACTION: AWARD CONTRACT

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award a four-year Contract No. PS40387000 to Robnett Electric, Inc. for the installation of TAP Fare Collection Equipment at regional bus stops and transit centers and other locations on an as-needed, task order basis, for an amount not to exceed \$1,400,000, subject to resolution of protest(s).

ISSUE

To support the TVM Expansion Program for Municipal Transit Centers and bus stops, staff initiated procurement through the Small Business Set-Aside Program to retain a contractor that could install and support TVMs at a reduced cost than using the Universal Fare System (UFS) base contract with Cubic.

DISCUSSION

At the October 2016 Board meeting, Directors Butts, Knabe, Najarian, and Dupont-Walker introduced a Motion (Attachment C) directing staff to expand the TVM Expansion Program to include municipal transit centers and bus stops.

Expanding the TVM system to enable greater and more convenient access to the region's transit patrons will further encourage the use of TAP cards.

This Contract with Robnett Electric, Inc. for fare equipment installation services will include the following:

Installation of TAP Vending Machines at Municipal Operator Locations

Eleven TVMs will be installed at nine locations. Staff and Municipal Operators have worked together to develop the installation plan illustrated in Table 1. The installation plan is tentative pending continued assessment of site conditions and finalization of agency agreements including permits with property owners. Installations, including necessary infrastructure work and support work, are scheduled to occur in FY18 with a budget not to exceed \$1.4 million.

Table 1 - Phased TVM Installation Plan

Agency	Location	No. of TVM's	Implementation Date ¹
Santa Monica Big Blue Bus	Rimpau Terminal	1	Oct 2017
	LAX City Bus Terminal	1	Oct 2017
Burbank Bus	Downtown Burbank Metrolink Station	1	Oct 2017
Santa Clarita Transit	McBean Regional Transit Center	1	Nov 2017
Long Beach Transit	Transit and Visitor Information Center	2	Nov 2017
Culver Citybus	Culver City Transit Center - Westfield Culver City Mall	1	Dec 2017
Norwalk Transit	Cerritos Mall Bus Stop	1	Jan 2018
Torrance Transit	Torrance Transit Park and Ride Regional Terminal	2	Jan 2018
Beach Cities Transit	Redondo Beach Transit Center	1	Feb 2018
Total		11	Oct 2017 to Feb 2018

¹ Subject to change pending Municipal Operator readiness

DETERMINATION OF SAFETY IMPACT

The approval of this contract award will not have an impact on the safety of Metro’s patrons or employees.

FINANCIAL IMPACT

Funding of \$1.4 million for the installation of the TVMs and associated infrastructure work is included in the approved FY2018 budget for cost center 3020, TAP, under project 210148 “Muni TVM Installations.” TVM annual operational costs, including maintenance and revenue servicing, will be the responsibility of the Municipal Operators and will not impact Metro’s budget. By utilizing a contractor separate from the UFS base contract, staff estimates a savings of approximately \$360,000 to install TVMs for the Municipal Operators.

Impact to Budget

There is no unplanned budget impact as funding for fare collection equipment installation services has been included in the FY2018 adopted budget. The funding source is Proposition C 40%. These funds are eligible for Metro, regional bus and rail capital, and operations.

ALTERNATIVES CONSIDERED

The Board may choose not to award the Contract for fare collection equipment installation services. This is not recommended as it would contradict the TVM Expansion Program adopted by the Board in April 2016. Additionally, minor projects requiring TAP fare collection equipment to be installed, removed, or relocated would require using the UFS Base Contract at a greater cost.

NEXT STEPS

Upon approval by the Board, staff will execute Contract No. PS40387000 with Robnett Electric, Inc. for the installation, removal and relocation of TAP fare collection equipment.

ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

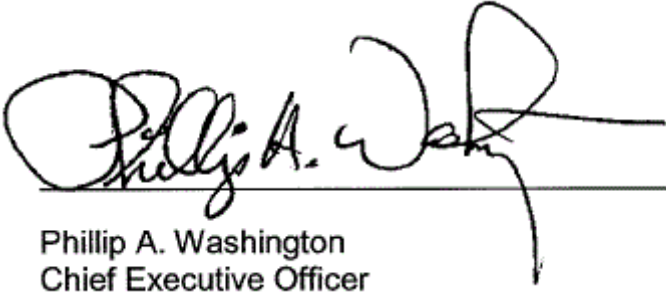
Attachment C - Motion by Directors Butts, Knabe, Najarian, and Dupont-Walker to Amend Item 6 (2016-0387), "TVM Expansion Program"

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