

**Board Report**

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**File #:** 2018-0638, **File Type:** Contract**Agenda Number:** 27.

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**OPERATIONS, SAFETY, AND CUSTOMER EXPERIENCE COMMITTEE  
NOVEMBER 15, 2018****SUBJECT: Q'POD ASSEMBLY KITS WITH CURB SIDE SEAT****ACTION: AWARD CONTRACT****RECOMMENDATION**

AUTHORIZE the chief Executive Officer to award a two-year, Indefinite Delivery, Indefinite Quantity Contract No. MA53850000 to Gillig LLC, for Kit - Q'Pod Assemblies with Passenger Curb Side Seats. The Contract has a first year amount of \$2,005,420, inclusive of sales tax, and a second year amount of \$2,005,420, inclusive of sales tax, for a total contract value of \$4,010,840, subject to resolution of protest(s), if any.

**ISSUE**

This procurement is for the acquisition of Q'Pod Wheelchair Securement Kits that include two Q'Pod units and one wall mounted flip seat per bus. The Q'POD's 3-point system and integrated restraints make securing wheelchair passengers quicker and easier than the current wheelchair securement systems. Award of this Contract will ensure that Bus Maintenance has adequate inventory to replace the current wheelchair securement systems with the Q'Pod's 3-point system during the bus midlife refurbishment.

**BACKGROUND**

The Central Maintenance Shop (CMS) will be begin midlife refurbishments on the North American Bus Industries (NABI) 8500 series composite buses in the spring of 2019 and plans to install Q'Pod wheelchair securement kits and the wall mounted flip seat on all of these midlife buses. The Q'Pod wheelchair securement kits will be installed by Metro Mechanics at the CMS during the midlife refurbishment process.

**DISCUSSION**

The Q'Pod wheelchair securement 3-point technology provides one of the fastest ways to secure a wheelchair passenger. In addition, the Q'Pod's integrated stabilizing bumper acts as a 4th contact point, improving lateral stability and greatly reducing wheelchair tip-overs. All Q'Pod lap, shoulder, and self-tensioning rear belts are fully enclosed when not in use and located in easy-to-reach locations. The lap, shoulder, and rear belts are also precisely positioned for the proper wheelchair securement angles.

The contract to be awarded is a “requirements type” agreement in which we commit to order only from the awardee, up to the specified quantity for a specific duration of time, but there is no obligation or commitment for us to order any or all of the Q’Pod wheelchair securement kits that may be anticipated. The bid quantities are estimates only, with deliveries to be ordered and released as required. The Diversity and Economic Opportunity Department (DEOD) recommended a two percent (2%) DBE goal for this solicitation. The purchased Q’Pod wheelchair securement kits are installed by Metro Mechanics.

The Q’Pod wheelchair securement kits will be purchased and maintained in inventory and managed by Material Management. As the Q’Pod wheelchair securement kits are issued, the appropriate budget project numbers and accounts will be charged.

### **DETERMINATION OF SAFETY IMPACT**

Award of contract will ensure that the Central Maintenance Facility will have an adequate inventory of the Q’Pod wheelchair securement kits to replace the current wheelchair securement systems with the Q’Pod’s 3-point system during the bus midlife refurbishment.

### **FINANCIAL IMPACT**

The FY19 annual budget for the Q’Pod Wheelchair Securement Kit project is \$746,300 with \$253,948 for materials and \$492,352 in Labor under Cost Center 3366 in Central Maintenance, Account 50441, Parts - Revenue Vehicle and Project 203039 ADA Equipment Installation. The approved LOP is \$2,728,000. Additional expenditures related to the Q’Pod assembly kits with curb side seat contract award will be charged to project 203024 - Bus Midlife.

Since this is a multi-year contract, the cost center manager will be responsible for budgeting all forecasted project expenditures in future fiscal years.

#### **Impact to Budget**

The current source of funds for this action are Transportation Development Act (TDA). Use of this funding source maximizes allowable project funding allocations given established provisions and guidelines.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The procurement of Q’Pod wheelchair securement kits supports Strategic Goal 1: Provide high-quality mobility options that enable people to spend less time traveling. The new Q’Pod wheelchair securement kits will allow wheelchair patrons to be secured more quickly, improve the reliability of the securement system, and ensure that our customers are able to arrive at their destinations without interruption and in accordance with the scheduled service intervals for Metro bus operations.

### **ALTERNATIVES CONSIDERED**

The alternative is to not award the Contract and procure the Q’Pod wheelchair securement kits on the open market on an as-needed basis. This approach is not recommended since it does not

provide a commitment from the supplier to ensure availability and price stability.

**NEXT STEPS**

Metro's requirements for the Q'Pod wheelchair securement kits will be fulfilled under the provisions of the Contract.

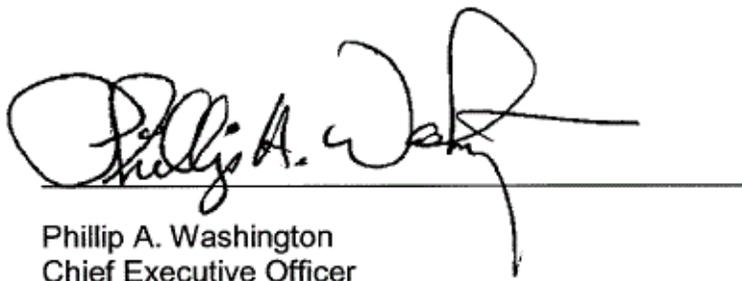
**ATTACHMENTS**

Attachment A - Procurement Summary

Attachment B - DEOD Summary

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