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FOR FREEWAYS  
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## *Memorandum*

TO: Operations Committee

DATE: March 5, 2010

FR: Executive Director

W.I.: 1231

RE: Contract - MTC SAFE Call Box Maintenance Provider: Republic ITS

### **Summary**

MTC SAFE released an Invitation for Bid (IFB) for call box maintenance services in January. Staff recommends entering into a contract with Republic ITS for call box maintenance services for a one year period at a cost not to exceed \$850,000.

### **Background**

MTC SAFE has retained a maintenance contractor since the inception of the call box program to provide repair services and perform preventative measures to ensure the proper functionality of the call box system. The current contract expires June 30, 2010.

An IFB was released on January 25, 2010 to procure a maintenance contractor. Bids were submitted by CASE Systems, Inc., the incumbent contractor, and Republic ITS. Both firms were required to submit their unit prices for specified tasks based on estimated repair quantities for a "Typical Month Bid Price" which was to be used to select the successful bidder.

CASE Systems, Inc. submitted the lower "Typical Month Bid Price" but was later found nonresponsive because they proposed a different payment method other than what was specified in the IFB which made a comparison of the bids infeasible. Staff reviewed Republic ITS' bid and determined that its bid had no irregularities and that its unit prices, which were only slightly higher than CASE's, were within budget.

### **Recommendation**

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a contract with Republic ITS as the call box maintenance provider with a maximum payment not to exceed \$850,000 for FY 2011, with an option to extend for an additional six years, subject to approval by this Committee and approval of future SAFE budgets.

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Steve Heminger

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## REQUEST FOR COMMITTEE APPROVAL

### Summary of Proposed Contract

Work Item No.: 1231

Contractor: Republic ITS  
Novato, CA

Work Project Title: Call Box Maintenance Provider

Purpose of Project: Provide call box maintenance and repair services to call boxes

Brief Scope of Work: Perform corrective and preventive maintenance and other administrative services for the MTC SAFE call box system starting July 1, 2010 through June 30, 2011

Project Cost Not to Exceed: \$850,000

Funding Source: SAFE

Fiscal Impact: Funding will be included in FY 2011 budget

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract with Republic ITS to provide call box maintenance services, and that the Chief Financial Officer is authorized to set aside funds for such contract in the amount of \$850,000 subject to the annual budget approval process.

SAFE Operations  
Committee:

Approved: \_\_\_\_\_  
Amy Rein Worth, Chair

Date: March 12, 2010