

Date: March 23, 2016

To: Board of Directors

From: Neil McFarlane *Neil McFarlane*

Subject: RESOLUTION 16-03-15 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH SARDO BUS AND COACH UPHOLSTERY FOR THE PURCHASE OF REPLACEMENT BUS SEAT PADS

1. Purpose of Item

The purpose of this item is to request that the TriMet Board of Directors (“Board”) adopt a resolution authorizing the General Manager to execute a contract with Sardo Bus and Coach Upholstery, of Gardena, California, for the purchase of replacement bus seat pads.

2. Type of Agenda Item

- Initial Contract
- Contract Modification
- Other _____

3. Reason for Board Action

Board authorization is required for all goods or services contracts obligating TriMet to pay in excess of \$500,000.

4. Type of Action:

- Resolution
- Ordinance 1st Reading
- Ordinance 2nd Reading
- Other _____

5. Background

Passenger seats on TriMet fixed route buses have pads on the seat and backs, as is typical for transit industry buses. Part of maintaining transit bus fleets is regular replacement of old, worn, tattered or soiled seat pads. The proposed contract will furnish replacement seat and back pads for 214 TriMet buses, which span model years 2003 through 2012.

The proposed contract with Sardo Bus and Coach Upholstery is for a period of five (5) years. TriMet will provide 5 seats at a time to Sardo Bus and Coach Upholstery, who will install the replacement seat and back pads, and return the seats to TriMet. TriMet will change-out the existing bus seats with the re-covered seats, and will continue rotating seats to be re-covered

to Sardo Bus and Coach Upholstery, until 8,346 seats on 214 buses have been re-covered (39 seats per bus). The replacement seat pads will be blue vinyl, similar to seat surfaces on recent models of TriMet buses, which will be easier to clean, and will provide a superior appearance over time, compared to the fabric seat covers that will be replaced. In addition, the Sardo Bus and Coach Upholstery replacement seat and back pads are designed with a fastening system which makes future seat pad replacement easier than replacing original equipment seat pads. This fastening design and the seat pad materials have met or exceeded performance expectations for TriMet for over 10 years in use on earlier model year bus fleets.

6. Procurement Process

This is a sole-source contract. The specific fastening system design of Sardo Bus and Coach Upholstery's replacement transit bus seat pads, which provides for quick and easy future replacement of worn out pads, is proprietary, and Sardo is the only industry provider of such a fastening system.

Staff has reviewed Sardo Bus and Coach Upholstery's pricing for the proposed contract, and determined it to be fair, reasonable, and within market standards. The contract is a firm fixed price of \$650,988 for a quantity of 8,346 re-covered seats and seat backs, which is \$78 per seat and seat back combination. By comparison, the price of replacement seat inserts from the seating original equipment manufacturer, is \$169 per seat and seat back combination.

Staff considers the performance of Sardo Bus and Coach Upholstery during the course of past contracts to be excellent, based on responsiveness, technical expertise, experience, and product quality and reliability.

7. Diversity

The proposed contract includes TriMet and Federal Transit Administration nondiscrimination, equal employment opportunity ("EEO"), and disadvantaged business enterprise ("DBE") provisions. The workforce diversity of Sardo Bus and Coach Upholstery is 77.6% minority and 22.4% female. The total employee count of the company is 67. Sardo Bus and Coach Upholstery manufactures the replacement seat pad kits and performs the seat re-cover work on site at its facility in Gardena, California, with its own employees. The proposed contract does not include any DBE or other subcontracting.

8. Financial/Budget Impact

The annual funding requirements for the proposed contract are included in TriMet's annual Adopted Budget, as a Materials & Services expense under the Bus Maintenance department budget.

9. Impact if Not Approved

The Board has the option to either adopt or not adopt the Resolution. However, staff has determined that purchasing the Sardo-type replacement seat pad kits is the most cost efficient approach for maintaining a quality seating surface for our fixed route bus passengers, and believes that pricing of the contract with Sardo Bus and Coach Upholstery, the sole supplier, is fair and reasonable. Therefore, adoption of the Resolution is the only recommended option.

RESOLUTION 16-03-15

RESOLUTION OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH SARDO BUS AND COACH UPHOLSTERY FOR THE PURCHASE OF REPLACEMENT BUS SEAT PADS

WHEREAS, TriMet has authority under ORS 267.000 to enter into a 5-year contract with Sardo Bus and Coach Upholstery for the purchase of replacement bus seat pads ("Contract"); and

WHEREAS, the total amount of the Contract shall exceed \$500,000; and

WHEREAS, the TriMet Board of Directors ("Board"), by Resolution dated November 25, 2009, adopted a Statement of Policies requiring the Board to approve goods and services contracts obligating TriMet to pay in excess of \$500,000;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Contract shall be in conformance with applicable laws.
2. That the General Manager is authorized to execute the Contract.

Dated: March 23, 2016

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department