AGENDA

Thursday, August 1, 2013

Immediately following the completion of the RTC meeting

NOTE LOCATION THIS MONTH
Scotts Valley City Council Chambers
1 Civic Center Drive
Scotts Valley, CA

1. Oral communications

Any member of the public may address the SCCRTC Service Authority for Freeway Emergencies (SAFE) for a period not to exceed three minutes on any item within the jurisdiction of the SCCRTC SAFE that is not already on the agenda. The SCCRTC SAFE will listen to all communication, but in compliance with the State Law, will not take action on items that are not on the agenda.

Speakers are requested to sign the sign-in sheet so that their names can be accurately recorded in the minutes of the meeting.

2. Additions or deletions to consent and regular agendas

CONSENT AGENDA

All items appearing on the consent agenda are considered to be minor or non-controversial and will be acted upon in one motion if no member of the SCCRTC SAFE or public wishes an item be removed and discussed on the regular agenda. Members of the SCCRTC SAFE may raise questions, seek clarification or add directions to Consent Agenda items without removing the item from the Consent Agenda as long as no other SCCRTC SAFE member objects to the change.

MINUTES

3. Approve draft minutes of the June 6, 2013 Service Authority for Freeway Emergencies (SAFE) meeting
REGULAR AGENDA

4. Contract for CASE Systems, Inc. for Call Box Maintenance and ADA Improvements on Highway 1 & Highway 17 *(Amy Naranjo, Transportation Planner)*
   
   a. Staff report
   b. Resolution
Minutes

Thursday, June 6, 2013

Watsonville City Council Chambers
275 Main St. Suite 400
Watsonville, CA

The meeting convened at 10:55 a.m. immediately following the completion of the RTC meeting.

1. Oral communications – none

2. Additions or deletions to consent and regular agendas - none

CONSENT AGENDA
(Lane, Leopold) Unanimous

3. Accepted 2012 Safe on 17 Annual Report

4. Approved execution of California Highway Patrol (CHP) Statewide SAFE Call Box Coordination Contract (Resolution 30-13)

REGULAR AGENDA

5. Contracts for Freeway Service Patrol (FSP) on Highway 1 and Highway 17

Transportation Planner Amy Naranjo reported that the Freeway Service Patrol (FSP) provides tow service to stranded motorists on two beats: Highway 1 from Highway 9 to State Park Drive and Highway 17 from Mount Hermon Road to Summit Road. This service occurs primarily during weekday commute periods and weekend high-traffic periods and is offered free to motorists. A request for proposals was released for FSP service on Highway 1 and Highway 17 for the contract period of September 2013–July 2017, and the evaluation committee and staff recommend awarding the 2013 FSP contracts on Highway 1 and Highway 17 to Ladd’s Towing.

Commissioner Leopold moved and Commissioner Robinson seconded to authorize the Executive Director to negotiate and enter into agreements with Ladd’s Towing for Freeway Service Patrol (FSP) towing service on Highway 1 and
Highway 17 for the period of September 2013-July 2017. The motion (Resolution 31-13) passed unanimously.

6. Adjourned at 11:02 a.m.

Respectfully submitted,

Jason Laning, Staff
AGENDA: August 1, 2013

TO: Regional Transportation Commission serving as the Service Authority for Freeway Emergencies (SAFE)

FROM: Amy Naranjo, Transportation Planner

RE: Call Box Maintenance & Improvements Contract

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission serving as the Service Authority for Freeway Emergencies adopt the attached resolution (Attachment 1) authorizing the Executive Director to enter into a 5-year contract with CASE Systems, Inc. for maintenance and ADA improvements of the Santa Cruz County call box system.

BACKGROUND

The Santa Cruz County Regional Transportation Commission Service Authority for Freeway Emergencies (RTC SAFE) owns and operates a system of 122 call boxes along Hwy 1, 9, 17, 129, and 152. Motorists may use call boxes to request assistance or report incidents. The call box calls are answered by a call answering center that coordinates with the California Highway Patrol as necessary.

As the SAFE, the RTC levies a $1 annual fee on all vehicles registered in Santa Cruz County. The funds raised are used to develop a motorist aid system including the roadside call boxes in Santa Cruz County. The call boxes need to be maintained to keep them functioning properly. The maintenance of the call boxes includes preventative and corrective maintenance, site retrofits, system management and other work as listed below.

- Preventative maintenance includes visiting every call box every six months to inspect components, run comprehensive tests, and make any necessary repairs.
- Corrective maintenance involves responding to any operational problems system-wide or with individual call boxes such as failed electronic components or power supplies.
- Site Retrofits include reconfiguring or relocating call boxes to improve service.
• System management involves maintaining the callbox system specification database.
• Other work includes removal and reinstall; repairs needed due to vandalism, knockdowns, and damage due to natural causes.

CASE Systems, Inc. is the current contractor for call box maintenance and the contract is set to expire in September 2013.

DISCUSSION

Staff released a request for proposals (RFP) for a contractor to perform the call box maintenance work and site retrofits for a 5-year contract in March 2012. CASE Systems, Inc. and Republic ITS submitted proposals; however, both proposals were found non-responsive due to significant discrepancies in the price proposals and were rejected. Working with legal counsel, staff revised the proposal price forms and made minor changes to the RFP document according to suggestions from legal counsel. Staff re-released the RFP in April 2013 and received proposals from CASE Systems, Inc. and Siemens (formerly Republic ITS).

Proposal Evaluation

Proposals from CASE Systems, Inc. and Siemens met the minimum qualifications and proposal requirements. Each proposal was evaluated on the following criteria: qualifications and experience, staffing and organization, work plan, and cost.

CASE Systems, Inc. demonstrated an ability to perform the required monthly maintenance tasks in accordance with the Scope of Work and provided a superior plan for completing the call box site retrofits within the timeframe specified in the RFP. Furthermore, CASE Systems, Inc. submitted the lowest bid for the entire contract term (see Table 1), coming in at $90k less than the Siemens’ proposal.

**Staff recommends awarding the 2013 Call Box Maintenance and Improvements contract to CASE Systems, Inc.**
Table 1: Proposed costs for Call Box Maintenance and ADA Improvements

<table>
<thead>
<tr>
<th>MAINTENANCE</th>
<th>CASE</th>
<th>SIEMENS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monthly Flat Fee per Call Box</td>
<td>$31.25</td>
<td>$45.00</td>
</tr>
<tr>
<td>Monthly Total for 122 call boxes</td>
<td>$3,812.50</td>
<td>$5,490.00</td>
</tr>
<tr>
<td>Sub-Total Maintenance</td>
<td>$228,750.00</td>
<td>$329,400.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ADA IMPROVEMENTS</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1 Site Conversion</td>
<td>$17,041.76</td>
<td>$13,760.00</td>
</tr>
<tr>
<td>Task 2 Replace Pad</td>
<td>$34,672.00</td>
<td>$14,300.00</td>
</tr>
<tr>
<td>Task 3 Construct Asphalt Path</td>
<td>$43,400.00</td>
<td>$13,650.00</td>
</tr>
<tr>
<td>Task 4 Relocate Call Box</td>
<td>$25,777.00</td>
<td>$67,200.00</td>
</tr>
<tr>
<td>Task 5 Remove Retaining Structure</td>
<td>$396.32</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Sub-Total ADA Improvements</td>
<td>$121,287.08</td>
<td>$110,410.00</td>
</tr>
</tbody>
</table>

| 5-YEAR CONTRACT TOTAL             | $350,037.08| $439,810.00|

The current maintenance cost is $37.54 per call box per month and $4579.88 per month for the 122 call boxes in the system.

SUMMARY

The current contract for maintenance service on the call boxes will expire on September 30, 2012. Staff recommends that the Regional Transportation Commission serving as the Service Authority for Freeway Emergencies enter into a 5-year contract with CASE Systems, Inc. for call box maintenance and ADA improvements and adopt a resolution authorizing the Executive Director to enter into an agreement with CASE.

Attachments:
1. Call Box Maintenance and ADA Improvements Resolution
RESOLUTION NO.___________

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of August 1, 2013
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH CASE SYSTEMS, INC FOR MAINTENANCE AND ADA SITE IMPROVEMENTS OF THE SANTA CRUZ COUNTY CALL BOX SYSTEM

WHEREAS the Santa Cruz County Regional Transportation Commission (SCCRTC) Service Authority for Freeway Emergencies (SAFE) established a highway call box system which benefits Santa Cruz County motorists and visitors; and

WHEREAS the Santa Cruz County call box system requires preventative maintenance, corrective maintenance and repairs on ongoing basis; and

WHEREAS the current maintenance contract expires on September 30, 2013; and,

WHEREAS the new contract will include call box site retrofits for ADA compliance.

THEREFORE BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION SERVICE AUTHORITY FOR FREEWAY EMERGENCIES:

1. The Executive Director is authorized to enter into a contract with CASE Systems, Inc for maintenance of the Santa Cruz County call boxes for a five year period at a rate of $375 per year per box for the first year increased annually in September according to the Consumer Price Index for the State of California, and to expend $121,287 for ADA site improvements

2. The Executive Director is authorized to approve maintenance and site improvement expenses not covered by the contracted rates to address unforeseen maintenance and/or retrofit needs as long as the costs are within the approved SCCRTC budget.
3. The Executive Director is authorized to execute any necessary amendments to the call box maintenance and improvement contract with CASE Systems, Inc. to ensure continued maintenance to the call box system as long as the amendment is consistent with the approved SCCRTC budget.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSENT: COMMISSIONERS

ABSTAIN: COMMISSIONERS

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Neal Coonerty, Chair

ATTEST:

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George Dondero, Secretary

Distribution: RTC Fiscal Transportation Planner -AN CASE Systems, Inc.