TO: Regional Transportation Commission (RTC)
FROM: Anais Schenk, Transportation Planner
RE: Countywide Bicycle Wayfinding Signage Project

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) waive minor bid irregularities and consent to substitution of subcontractors, and adopt a resolution (Attachment 1) authorizing the Executive Director to execute a contract with the selected Contractor, Liner Tech Striping for $205,103.59 for construction of the Countywide Bicycle Wayfinding Signage project contingent upon receipt of: Payment and Performance Bonds, List of Subcontractors, documentation of good faith effort for hiring local labor, as well as a Certificate of Insurance showing the required coverage.

BACKGROUND

The RTC developed and adopted the Santa Cruz County Bicycle Route Signage Program Implementation Plan in 2015 which identified preferred bicycle routes and a complimentary wayfinding signage system. These preferred routes were identified with stakeholder and local jurisdiction input and were selected based on several factors including connectivity to key destinations, stress factors, and route directness. The final set of routes cross all the jurisdictions in the County of Santa Cruz.

In 2015, the RTC was awarded an Active Transportation Program grant from the California Transportation Commission (CTC) to install wayfinding signage per the 2015 Implementation Plan. The grant scope also includes before and after counts at 40 locations and public outreach. The environmental documentation for the project was completed in early 2017, the Plans, Specifications and Engineering (PS&E) phase was completed in March 2018 and the CTC allocated construction funding in June 2018. Once the CTC allocates construction funding the implementing agency has 6 months to award the construction contract.

DISCUSSION

After the CTC allocated construction funding, the RTC hired a construction management company to assist with the development of the bid package as well as inspection and monitoring services during construction. RTC staff worked with the local jurisdictions to finalize the specifications and plans for construction, obtain
encroachment permits, and prepare bid documents. Staff from each local jurisdiction provided comments on the bid package which were then incorporated into the final documents.

The call for bids was released on October 31, 2018 with bids due on November 21, 2018. Staff emailed, called and filled out online contact forms for approximately 40 construction companies. The bid was posted on the RTC website, advertised in two local papers, the Sentinel and Pajaronian, as well as advertised through the Central Coast Builders Exchange and Bid Express. Despite these efforts, there was very little interest generated in the project. Staff and the construction manager reached out to contractors to find out why contractors were not responding to the bid opportunity. The companies who responded cited the bid timeline, the mandatory pre-bid meeting as well as their own lack of availability as the reasons why they were not able to bid on the project. In response to this information staff released an addendum to allow for more flexibility. The addendum included removing the mandatory pre-bid meeting and extending the bid deadline to November 30, 2018. Based on these changes staff anticipates receiving two bids: one bid was submitted by Linear Tech Striping.

Extension of the bid deadline meant that staff is not able to conduct the bid analysis and provide a recommendation for a preferred contractor prior to mailing out the packet for the December 6, 2018 meeting. The bid was below the engineer’s estimate of $208,000. The bid submitted included one irregularity: the contractor included clients on the form for subcontractors instead of vendors they intend to use. A bid irregularity is “minor” and may be waived if it does not affect the price or ability to compare bids. Although, generally, a bidder must list subcontractors in its bid, Public Contract Code section 4107 allows substitution with the awarding agency’s consent. Since the listing of subcontractors will not affect the bid price and the Public Contract Code permits substitution with the agency’s consent, the RTC may waive the bid irregularity. The contractor has been notified that, if the contract is awarded, they must supply a list of subcontractors. In addition, the contractor will need to submit an explanatory narrative of their good faith efforts to hire local labor, Payment and Performance Bonds, and a Certificate of Insurance prior to award.

However, if the RTC does not award the construction contract at its December 6 meeting, it risks losing the Active Transportation Program (ATP) construction funding. Per Active Transportation Program requirements, once the construction funding for a project is allocated by the CTC, the agency must award the construction contract within six months. The six-month deadline for this project is December 28, 2018. While the RTC can apply for a one-time extension the CTC and Caltrans highly discourage extensions and requests can be denied resulting in loss of funding for construction. As such, if since a reasonable bids are was received by November 30, staff recommends approving the contract at the December 6 meeting. However, staff has prepared the paperwork for an award extension from the CTC in case if staff the Commission finds that the bids received are is unacceptable, staff will apply for an award extension from the CTC. $278,000 in ATP funds are available for the construction contract.
The bid opening is scheduled for November 30, at noon. The bid analysis will be started that same day and the RTC staff will provide Commissioners with their recommendation for a selected contractor as soon as we are able to identify the lowest qualified bidder. We expect to provide the Commissioners with add-on pages to this staff report that include a revised resolution and bid analysis results in advance of the December 6 meeting.

Staff recommends that the RTC waive minor bid irregularities and consent to substitution of subcontractors, and adopt a resolution authorizing the Executive Director to execute a contract with Linear Tech Striping for $205,103.59 for construction of the Bicycle Wayfinding Signage project contingent upon receipt of: Payment and Performance Bonds, List of Subcontractors, documentation of good faith effort for hiring local labor, as well as a Certificate of Insurance showing the required coverage.

SUMMARY

In 2015, the RTC was awarded an Active Transportation Program grant from the California Transportation Commission (CTC) to install bicycle wayfinding signage per the 2015 Implementation Plan. The environmental documentation for the project was completed in early 2017, the Plans, Specifications and Engineering (PS&E) phase was completed in March 2018 and the CTC allocated construction funding in June 2018. Once the CTC allocates construction funding the implementing agency has 6 months to award the construction contract or they lose the funding. The deadline to award construction funding is December 28, 2018. The bid deadline closes November 30th. Staff will provide the results of the bid analysis and revised resolution to the Commission prior to the December 6 RTC board meeting. One bid was received for the amount of $205,103.59 from Linear Tech Striping.

Attachments:

1. Draft Resolution— to be replaced with a copy that identifies the recommended contractor once the bid analysis is complete.
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of December 6, 2018
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH LINEAR TECH STRIPING FOR $205,103.59 FOR CONSTRUCTION OF THE COUNTYWIDE BICYCLE WAYFINDING PROJECT.

WHEREAS, the Regional Transportation Commission (RTC) was awarded an Active Transportation Program grant in 2015 to construct countywide bicycle wayfinding signage; and

WHEREAS, in 2015, the RTC developed a Santa Cruz County Bicycle Route Signage Program Implementation Plan identifying the routes that should be signed and approximate locations for signage; and

WHEREAS, RTC staff has coordinated with local jurisdictions to refine the signage locations, develop plans and specifications, prepare maintenance agreements, and obtain encroachment permits; and

WHEREAS, the California Transportation Commission has allocated construction funding in the amount of $278,000;

THEREFORE BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. The Executive Director is authorized to execute a contract with Linear Tech Striping up to $205,103.59 for construction of the Countywide Bicycle Wayfinding project.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSENT: COMMISSIONERS

ABSTAIN: COMMISSIONERS

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John Leopold, Chair

ATTEST:

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George Dondero, Secretary

Distribution: RTC Fiscal
RTC Planning

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