

30372

TO: Board of Acquisition and Contract

FROM: Jay T. Pisco, P.E.
Commissioner of Public Works and Transportation

DATE: November 13, 2012

SUBJECT: Authority for the County to enter into an agreement with AmeriTran Service Corp. d/b/a Transit Resource Center for a comprehensive study of the County's Bee-Line vehicle maintenance program, for the period commencing January 1, 2013 and continuing through December 31, 2013, for an amount not to exceed \$99,912.00, pursuant to an approved budget. (Agreement No. DOTGA13-01)

Authority is respectfully requested from your Honorable Board for the County of Westchester (the "County") to enter into an agreement with AmeriTran Service Corp. d/b/a Transit Resource Center ("TRC"), pursuant to which TRC will provide a comprehensive study of the County's Bee-Line vehicle maintenance program, for the period commencing January 1, 2013 and continuing through December 31, 2013, for an amount not to exceed Ninety-Nine Thousand Nine Hundred Twelve Dollars (\$99,912.00), pursuant to an approved budget.

On March 26, 2012, the Department of Public Works and Transportation (the "Department") issued a Request for Proposals ("RFP"), pursuant to Sections 6 and 13 of the County's Procurement Policy. This RFP solicited proposals from vendors to provide a comprehensive study of the County's Bee-Line vehicle maintenance program.

As described in the RFP, the comprehensive study will review the County's current maintenance program, including its practices, procedures, guidelines, staffing levels, organization, training and safety practices as they affect all aspects of the maintenance of the County-owned bus fleet. This review is to include preventive maintenance programs; defect identification and repair; fueling, cleaning and washing; mechanical and electronic component replacement, repair, rebuilding, and testing; maintenance data collection and monitoring; record keeping; warranty compliance and quality assurance. This review will assess the County's maintenance program in terms of, 1.) the operator's contract obligation to maintain the leased vehicles in a good state of repair and in compliance with all Federal, State and County maintenance and safety standards; 2.) the program's effectiveness in providing adequate vehicle availability to meet contract service obligations; and 3.) the efficient use of County-supplied physical and financial resources.

In response to the RFP, the Department received seven (7) proposals. The Department reviewed these proposals and evaluated them based upon the evaluation criteria specified in the RFP. The result of this review and evaluation was that TRC's proposal received the highest score and was, accordingly, ranked first. Based on TRC's past performance in contracts with the County and its current proposal, the County is confident that TRC is a responsible vendor for these services.

Board of Acquisition and Contract
Agreement No. DOTGA13-01
AmeriTran Service Corp. d/b/a Transit Resource Center
Bee-Line Vehicle Maintenance Program
Page 2

The proposed agreement will serve a public purpose by providing the County with a study that will help evaluate the efficiency and effectiveness of the County's bus maintenance program, and provide a measure by which the County's operators can improve their procedures. By reviewing its procedures in this fashion, the County anticipates potential areas for cost savings, as well as improved passenger service.

The goal and objective of the proposed agreement is to provide the County with a study that will help evaluate the efficiency and effectiveness of its bus maintenance program.

The goal and objective of the proposed agreement is in the best interests of the County in terms of fiscal responsibility, as the study will ensure that the County is making the best use of its resources in its maintenance program by ensuring that the maintenance program is as efficient and effective as possible.

The goal and objective of the proposed agreement will be tracked and monitored by the staff of the Department through regularly scheduled meetings and presentations with TRC, as well as written reports throughout the course of the study.

I respectfully recommend approval of the attached Resolution.

JTP/RP/bdm/nn
Attachment

R E S O L U T I O N

Upon a communication from the Commissioner of the Department of Public Works and Transportation, be it hereby

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement with AmeriTran Service Corp. d/b/a Transit Resource Center ("TRC"), pursuant to which TRC will provide a comprehensive study of the County's Bee-Line vehicle maintenance program, for the period commencing January 1, 2013 and continuing through December 31, 2013, for an amount not to exceed Ninety-Nine Thousand Nine Hundred Twelve Dollars (\$99,912.00), pursuant to an approved budget; and be it further

RESOLVED, that this agreement is subject to County appropriations; and be it further

RESOLVED, that this agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute all documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Agreement No. DOTGA13-01

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	44	297N	4380	T297	\$99,912.00

Budget Funding Year(s) 2013 Start Date 01/01/2013 End Date 12/31/2013
 (must match resolution)

Funding Source	Tax Dollars	\$19,982.00
	State Aid	_____
	Federal Aid	\$79,930.00
<u>\$99,912.00</u> (must match resolution)	Other	_____