



**LANE TRANSIT DISTRICT  
BOARD OF DIRECTORS  
CONTRACT COMMITTEE MEETING**

Monday, February 14, 2022  
4:00 p.m. – 5:00 p.m.

**VIRTUAL MEETING**

Zoom details provided on the web calendar at [www.LTD.org](http://www.LTD.org).

Watch live on channel 21 or via link: <https://metrotv.ompnetwork.org/>

*No public testimony will be heard at this meeting.*

**AGENDA**

ITEM	Time	Page
I. CALL TO ORDER	4:00 p.m.	
II. ROLL CALL		
<input type="checkbox"/> Emily Secord (chair) <input type="checkbox"/> Michelle Webber (vice chair) <input type="checkbox"/> Susan Cox		
III. COMMENTS FROM THE CHAIR		
IV. ITEMS FOR ACTION		
V. ITEMS FOR BOARD RECOMMENDATION		
A. CONTRACT NO. 2021-78: 1996, LLC DBA CHAMBERS CONSTRUCTION [Randi Staudinger]	4:10 p.m.	2
B. CONTRACT NO. 2021-79: 1996, LLC DBA CHAMBERS CONSTRUCTION [Randi Staudinger]	4:20 p.m.	5
C. CONTRACT NO. 2021-48: 1996, LLC DBA CHAMBERS CONSTRUCTION [Todd Smith]		8
VI. ADJOURNMENT	4:40 p.m.	

*To request a reasonable accommodation or interpreter, including alternative formats of printed materials, please contact LTD's Administration office no later than 48 hours prior to the meeting at 541-682-5555 (voice) or 7-1-1 (TTY through Oregon Relay).*



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 14, 2022

**ITEM TITLE:** CONTRACT NO. 2021-78: 1996, LLC dba CHAMBERS CONSTRUCTION

**PREPARED BY:** Randi Staudinger, Facilities Project Manager

**DIRECTOR:** Joe McCormack, Director of Facilities

**ACTION REQUESTED:** Forward to the Board of Directors with a recommendation of approval

*Please disclose any actual or potential conflict of interest.*

**PURPOSE:** To authorize the general manager to execute a contract with Chambers Construction for construction services of the Glenwood Bus Wash Replacement.

**CONTRACT TYPE:** New Contract

**REASON FOR CONTRACT TYPE:** Professional services awarded from Invitation to Bid (ITB). Best procurement method for obtaining these services.

**ROLE OF THE BOARD:** In accordance with LTD Resolution No. 2021-09-15-048, the Board must review and approve all contracts exceeding \$249,999, and all individual or cumulative contract amendments and change orders that exceed the lesser of \$250,000 or ten-percent (10%) of the initial contract value.

**STRATEGIC BUSINESS PLAN:** The District's FY22-24 Strategic Business Plan has five strategic areas of focus. These include 1) Customer Satisfaction 2) Employee Engagement 3) Community Value 4) Financial Health 5) Sustainability. Each of these priorities has tactics, milestones, and performance measures to ensure achievability and accountability. All District projects and matters brought before the Board align with one of these five strategic areas of focus.

This agenda item aligns with the strategic area of: Customer Satisfaction, Employee Engagement, and Sustainability.

**DESCRIPTION:** LTD utilizes bus wash systems to keep our buses in a clean and professional state. On the Glenwood Campus, the bus wash building construction was completed in 1988 with the current bus wash equipment installed in 2005. The original manufacturer is no longer in business rendering the parts and support obsolete. The components of the current bush wash system have reached the end of their useful life and LTD is no longer able to source parts to maintain the system. Additionally, LTD has no control or ability to change any programming on the bus wash equipment. Should any critical component of the system fail, the bus wash will no longer be operational.

The building that houses the bus wash system is subject to a harsh environment and is need of major repairs and renovations. The interior of the building requires a complete refinish; lighting will be upgraded to LED lights; new wall heaters will be installed; and the overhead doors will be replaced.

Customer Satisfaction: We want our customers to continue to utilize transit. By maintaining our buses aesthetically and mechanically we are providing a better service to our riders, making riding the bus more appealing.

Employee Engagement: LTD employees pride themselves and the District's assets by keeping them in a state of good repair.

Sustainability: The new bus wash system will use less water and energy, aligning with the District's sustainability goals.

**BACKGROUND:** ORS 279C.800 and the LTD Procurement Policy provides guidance for Public Works Projects to be competitively bid. LTD Facilities received approval to proceed with design and construction plan to renovate the

Glenwood bus wash. Procurement developed an ITB for this project which was posted for approximately three weeks and received two bids. The bidders were Chambers Construction and Bridgeway Contracting with the apparent low bidder identified as Chambers Construction. (See Attachment A for Bid Tabulation)

**FINANCIAL IMPACT/FUNDING SOURCE:** The total value of this contract is \$710,000. This will be funded utilizing Federal Formula 5307 Funds and a local match as part of the approved Bus Wash Improvements CIP Project.

**CONSIDERATIONS:** LTD receives a variety of funding and grants to provide transit service to a large geographic area; in turn LTD is expected to maintain and clean buses. To best service our riders, it is critical we maintain the buses in the best condition we are able to by not only providing regular maintenance, but providing regular washing and interior cleaning.

**ALTERNATIVES:**

1. Deny approval of the contract and continue using existing bus wash.
2. Re-solicit the contract in its entirety.

**SUPPORTING DOCUMENTATION:**

- Bid Tabulation Sheet

**PROPOSED MOTION:** I move to forward contract no. 2021-78 to the Board of Directors with a recommendation for approval.

**Lane Transit District  
Bid Tabulation Summary**

PROJECT: Glenwood Bus Wash Replacement  
 BID DATE: January 27, 2022; 2:00 PM  
 IFB No: 2021-78

Rank	Vendor Name	Total Bid	% of Low Bid
1	Chambers Construction	\$ 699,550.00	100%
2	Bridgeway Contracting	\$ 704,207.00	101%



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 14, 2022

**ITEM TITLE:** CONTRACT NO. 2021-79: 1996, LLC dba CHAMBERS CONSTRUCTION

**PREPARED BY:** Randi Staudinger, Facilities Project Manager

**DIRECTOR:** Joe McCormack, Director of Facilities

**ACTION REQUESTED:** Forward to the Board of Directors with a recommendation of approval

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***Please disclose any actual or potential conflict of interest.***

**PURPOSE:** To authorize the general manager to execute a contract with Chambers Construction for construction services of the Ridesource Bus Wash Replacement.

**CONTRACT TYPE:** New Contract

**REASON FOR CONTRACT TYPE:** Professional services awarded from ITB. Best contract type for obtaining construction services

**ROLE OF THE BOARD:** In accordance with LTD Resolution No. 2021-09-15-048, the Board must review and approve all contracts exceeding \$249,999, and all individual or cumulative contract amendments and change orders that exceed the lesser of \$250,000 or ten-percent (10%) of the initial contract value.

**STRATEGIC BUSINESS PLAN:** The District's FY22-24 Strategic Business Plan has five strategic areas of focus. These include 1) Customer Satisfaction 2) Employee Engagement 3) Community Value 4) Financial Health 5) Sustainability. Each of these priorities has tactics, milestones, and performance measures to ensure achievability and accountability. All District projects and matters brought before the Board align with one of these five strategic areas of focus.

This agenda item aligns with the strategic area of: Customer Satisfaction and Sustainability.

**DESCRIPTION:** LTD utilizes bus wash systems to keep our buses in a clean and professional state. On the RideSource Campus, the bus wash was completed in 2004. The original manufacturer is no longer in business rendering the parts and support obsolete. The components of the current bush wash system have reached the end of their useful life and LTD is no longer able to source parts to maintain the system. Additionally, LTD has no control or ability to change any programming on the bus wash equipment. Should any critical component of the system fail, the bus wash will no longer be operational.

The building that houses the bus wash system is subject to a harsh environment and is need of major repairs and renovations. The walls and structural surfaces will all be re-finished; lighting will be upgraded to LED lights; and minor modifications will be made to the asphalt parking lot to increase the turning radius in to the building.

**Customer Satisfaction:** RideSource offers a unique ADA paratransit service for people unable to use a fixed-route bus due to a disability. We want our customers to continue to utilize this service.

**Sustainability:** The new bus wash system will use less water and energy, aligning with the District's sustainability goals.

**BACKGROUND:** ORS 279C.800 and the LTD Procurement Policy provides guidance for Public Works Projects to be competitively bid. LTD Facilities received approval to proceed with design and construction plan to renovate the RideSource bus wash. Procurement developed an ITB for this project which was posted for approximately three weeks and received one responsive bid. The apparent low bidder identified as Chambers Construction. (See Attachment A for Bid Tabulation)

**FINANCIAL IMPACT/FUNDING SOURCE:** The total value of this contract is \$473,500. This will be funded utilizing the Operational Assistance grant (CRRSAA) and a local match as part of the approved Transit Facilities State of Good Repair CIP Project.

**CONSIDERATIONS:** LTD receives a variety of funding and grants to provide transit service to a large geographic area; in turn LTD is expected to maintain and clean buses. To best service our riders, it is critical we maintain the buses in the best condition we are able to by not only providing regular maintenance, but providing regular washing and interior cleaning.

**ALTERNATIVES:**

1. Deny approval of the contract and continue using existing bus wash.
2. Re-solicit the contract in its entirety.

**SUPPORTING DOCUMENTATION:**

- 1) Bid Tabulation Sheet

**PROPOSED MOTION:** I move to forward contract no. 2021-79 to the Board of Directors with a recommendation for approval.

**Lane Transit District  
Bid Tabulation Summary**

PROJECT: RideSource Bus Wash Replacement  
 BID DATE: February 1, 2022; 2:00 PM  
 IFB No: 2021-79

Rank	Vendor Name	Total Bid	% of Low Bid
1	Chambers Construction	\$ 454,000.00	100%

\*single bid evaluation performed



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 14, 2022

**ITEM TITLE:** CONTRACT NO. 2021-48: 1996, LLC dba CHAMBERS CONSTRUCTION

**PREPARED BY:** Todd R Smith, Facilities Project Manager

**DIRECTOR:** Joe McCormack, Director of Facilities

**ACTION REQUESTED:** Forward to the Board of Directors with a recommendation of approval

***Please disclose any actual or potential conflict of interest.***

**PURPOSE:** To authorize the general manager to execute a contract with Chambers Construction to provide on-call construction services at all LTD facilities.

**CONTRACT TYPE:** New Contract

**REASON FOR CONTRACT TYPE:** Oregon Public Contracting Code and LTD's Purchasing Policy Rules require that such services be obtained utilizing a competitive solicitation process.

**ROLE OF THE BOARD:** In accordance with LTD Resolution No. 2021-09-15-048, the Board must review and approve all contracts exceeding \$249,999, and all individual or cumulative contract amendments and change orders that exceed the lesser of \$250,000 or ten-percent (10%) of the initial contract value.

**STRATEGIC BUSINESS PLAN:** The District's FY22-24 Strategic Business Plan has five strategic areas of focus. These include 1) Customer Satisfaction 2) Employee Engagement 3) Community Value 4) Financial Health 5) Sustainability. Each of these priorities has tactics, milestones, and performance measures to ensure achievability and accountability. All District projects and matters brought before the Board align with one of these five strategic areas of focus.

This agenda item aligns with the strategic area of: Customer Satisfaction and Financial Health.

**DESCRIPTION:** The purpose of this contract is to provide on-call general construction services on a Task Order basis. The work will consist of Public Works projects including emergency work, minor alteration, and ordinary repair and maintenance to LTD property. The work will be in and around LTD's operational and administrative buildings, bus stops, stations and bus lanes. The contract will not include projects defined as Public Improvements per ORS 279A.010 (1)(cc)(A)(B).

As LTD's system continues to grow and expand, the facilities which house staff, buses and maintenance functions will grow proportionally. Projects have been planned and will continue to arise as LTD's needs grow. LTD's staff does not have the capacity to carry out major corrective maintenance or rehabilitation projects. Having an on-call General Contractor allows LTD to respond to internal and external needs in a more efficient manner. A General Contractor affords LTD with every possible trade, project oversight, and fast response times to repair the District's investments in the most complete manner possible.

The proposed projects to be performed by an on-call contractor have a significant impact on Customer Satisfaction by providing immediate responses to the Lane Transit District infrastructure maintenance and repairs needs that promote and maintain improved trip efficiencies and performance. The proposed and unscheduled projects have the potential to impact on-time performance of fixed routes if they are delayed by a bidding process or not properly sequenced or phased by an experienced and qualified on-call contractor. Additionally, many of the projects provide improved accessibility, safety, and security helping promote an overall better customer experience.

The proposed projects will increase efficiencies in operation and maintenance management, technologies, energy and water efficiency, and cost-reduction approaches. The scheduled and unscheduled work help prevent system and equipment failures or decline with the goal of increasing efficiency, reliability, and safety while reducing



operating costs. The utilization of the on-call contractor for these maintenance and repair projects will reduce the potential of them being delayed or deferred and when a necessary repair is delayed or deferred and allowed to remain in service until the next level failure, the resultant expense will be greatly increased over the cost of the primary failure. The timely and efficient execution of these projects increases the operational efficiency and helps stabilize LTD's Financial Health and promotes Environmental Sustainability.

**BACKGROUND:** LTDs current on-call general construction services agreement (#2016-05) is in the last term option of the five year contract and due for replacement in early 2022. LTD Facilities prepared a solicitation request and scope of work for this new solicitation. ORS 279C.800 and LTD Procurement Policy provide for requesting competitive sealed proposals to seek services of this nature. Procurement developed a Request for Proposals (RFP) solicitation which was posted for approximately five weeks and resulted in the receipt of four proposals shown below. Evaluation Committee scoring identified the most responsible, responsive, highest-scored vendor as Chambers Construction.

<b><u>VENDOR</u></b>	<b><u>SCORE</u></b>
<b>Chambers Construction</b>	<b>89</b>
PVH Construction	73
Bridgeway Contracting	62
JKG Electric	27

**FINANCIAL IMPACT/FUNDING SOURCE:** The total contract value will not exceed \$8,500,000 over the course of five years and expenditure is dependent on available funding. LTD has developed a list of potential projects; this list is not all inclusive due to ever changing maintenance needs and priorities. Funding will be secured on an annual basis thru the budgeting and Capital Improvements Program cycles. These services have been budgeted as an element of the Facilities Management division's operating budget or as part of the Capital Improvements Program.

**CONSIDERATIONS:**

**ALTERNATIVES:**

1. Deny approval of an on-call contractor and have staff bid each project independently.
2. Re-solicit the contract in its entirety.

**SUPPORTING DOCUMENTATION:** N/A

**PROPOSED MOTION:** I move to forward contract no. 2021-48 to the Board of Directors with a recommendation for approval.