

MANATEE COUNTY GOVERNMENT INTENT TO NEGOTIATE

SUBJECT	Automated Passenger Counting Equipment on Manatee County Area Transit Fixed Route Buses	DATE POSTED	MC 12/29/14 ✓ SE DS 12/29/14 ✓ SE CC 12/29/14 ✓ SE
PURCHASING REPRESENTATIVE	Christine Pearson, 3037	DATE CONTRACT SHALL BE AWARDED	January 30, 2015 or later
DEPARTMENT	Public Works	CONSEQUENCES IF DEFERRED	None
SOLICITATION	RFP #14-3160CP	AUTHORIZED BY DATE	<i>Melissa M. Wendel</i> Melissa M. Wendel, CPPO December 29, 2014

NOTICE OF INTENT TO NEGOTIATE

Notice of Intent to Negotiate with Urban Transportation Associates, Inc. (UTA), Cincinnati, Ohio to provide Automated Passenger Counting Equipment on Manatee County Area Transit Fixed Route Buses for the Public Works Department.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws

BACKGROUND/DISCUSSION

PROJECT BACKGROUND:

The Manatee County Board of County Commissioners (BCC) currently provides a public transportation program through Manatee County Area Transit (MCAT). MCAT provides 13 fixed-route bus routes and advance-reservation paratransit (Handy Bus) service to unincorporated Manatee County, Bradenton, Ellenton, Palmetto, Sarasota, and the Gulf beaches. MCAT improves the quality of life for Manatee County residents and visitors by providing, in a cost-efficient manner, a readily-accessible, intermodal means of mobility.

MCAT is required to collect and submit annual ridership data to the Federal Transit Administration (FTA) as part of the National Transit Database (NTD) reporting requirement. Currently, the data is collected manually, which is time consuming and can be inaccurate. The NTD report development process is currently very labor intensive and costly to prepare because the manually collected data does not provide the level of detail necessary to understand ridership patterns, running time for each bus trip and accurate vehicle load counts. Additionally, inaccurate data could have an adverse effect the funding MCAT receives annually.

SOLICITATIONS:

The RFP was advertised on the Manatee County website, DemandStar, and was also provided to the Manatee County Chamber of Commerce for release to its members. One (1) proposal was received.

There were no **Manatee County** firms directly solicited and none that submitted a proposal.

Other firms that submitted proposal include:

Urban Transportation Associates, Inc. (UTA), Cincinnati, Ohio

	N/A	FUNDING SOURCE (Acct Number & Name)	FTA Grant Funding <input checked="" type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
COST	Estimated Cost: \$250,000.	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)	N/A

EVALUATION COMMITTEE (VOTING) MEMBERS:

William Steele – Transit Division Manager, Public Works Department
 Jeff Streitmatter – Project Management Division Manager, Public Works Department
 Christine Pearson - Contracts Negotiator, Financial Management Department

EVALUATION RESULTS:

The Evaluation Committee (the "Committee") convened on December 19, 2014 to review evaluation committee responsibilities, discuss member's availability for future meetings, and the Florida Sunshine Law as applicable to public meetings. The Evaluation Committee then proceeded to review the one (1) proposal received for its responsiveness to the requirements of the RFP. As a result of the discussion, the Committee determined that the proposal was both responsive and responsible. Based on the content of the proposal the Committee felt there was adequate information to vote. The committee unanimously agreed that Urban Transportation Associates, Inc. be recommended for an "Intent to Negotiate" award to the County Administrator.

Urban Transportation Associates (UTA), Inc. Cincinnati, Ohio – UTA demonstrated exceptional qualifications in their proposal. The proposal was both responsive and responsible, meeting all necessary criteria set forth in the RFP. UTA's system will provide MCAT with the ability to generate the necessary reporting functions for the National Transit Database (NTD). UTA has extensive experience in this field and has installed their equipment at over ninety transit agencies.

REMAINING RESPONDENTS:

N/A

ESTIMATED COST OF SERVICES: The estimated average expenditure is \$250,000.00

FUNDING: Federal Transit Administration Grant Funding.

The above justifications are a generalized summary of major observations intended only to provide a sufficiently detailed overview of the main observations of a majority of Committee Members. Each Committee Member may have considered one or more facts or factors more or less important than the other Committee Members when voting, and this summary of the Evaluation Committee's decision is not an attempt to exhaustively describe each of the relevant factors which motivated each of the Committee Members to select the rankings described.

The Evaluation Committee voted 3-0 to proceed with Urban Transportation Associates (UTA), Inc. Cincinnati, Ohio.

The resulting agreement will be managed by the Public Works Department, Transit Division.