

MANATEE COUNTY GOVERNMENT
AGENDA MEMORANDUM

SUBJECT	Pre-Manufactured Transit Bus Shelters	TYPE AGENDA ITEM	Consent
DATE REQUESTED	June 23, 2009	DATE SUBMITTED/REVISED	June 16, 2009
BRIEFINGS? Who?	N/A	CONSEQUENCES IF DEFERRED	Delay in acceleration of projects
DEPARTMENT/DIVISION	Financial Management / Purchasing	AUTHORIZED BY TITLE	Jim Seuffert, Director
CONTACT PERSON TELEPHONE/EXTENSION	Blair C. Getz, x3053 R.C. "Rob" Cuthbert, x3014	PRESENTER/TITLE TELEPHONE/EXTENSION	Fred Loveland, Director, Community Services, x3489
ADMINISTRATIVE APPROVAL			
ACTION DESIRED INDICATE WHETHER 1) REPORT; 2) DISCUSSION; 3) FORM OF MOTION; OR 4) OTHER ACTION REQUIRED			
Authorization for the Chairman to execute the Agreement for Pre-Manufactured Transit Bus Shelters in the amount not to exceed \$503,950.00 with Tolar Manufacturing Co. Inc., Corona, CA.			
ENABLING/REGULATING AUTHORITY Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy			
Ordinance 08-43, Manatee County Purchase Code Section 2-26-45, Contracts and Administration.			
BACKGROUND/DISCUSSION			
<ul style="list-style-type: none"> Manatee County Area Transit Division is continually striving to improve service to our customers. Recent public workshops and onboard rider surveys were performed. Those in attendance at the public workshops and those riders surveyed listed bus shelters and other bus stop amenities as a high priority of needs for the transit system. In recent years, MCAT has installed approximately ninety (90) bus shelters throughout Manatee County. The goal is to install an additional fifty (50) bus stop shelters, benches and trash receptacles. Funding Source: Federal Transit Administration Grant 5307 appropriation See page 2 for further details. 			
Check appropriate box			
<input type="checkbox"/>	REVIEWED Written Comments: <input type="checkbox"/> Attached <input type="checkbox"/> Available from Attorney (Attorney's initials: (____))		
<input type="checkbox"/>	NOT REVIEWED (No apparent legal issues.)		
<input checked="" type="checkbox"/>	NOT REVIEWED (Utilizes exact form or procedure previously approved by CAO.)		
<input type="checkbox"/>	OTHER		
ATTACHMENTS: (List in order as attached)		INSTRUCTIONS TO BOARD RECORDS:	
Department Memorandum dated May 27, 2009 Agreements (2 originals) Insurance Certificates		Original to Board Records and Tolar Manufacturing, Inc., 258 Mariah Circle, Corona, CA 92879. Signature page to Blair C. Getz / Purchasing and Becky Hayes /Community Services Department.	
COST:	Not to exceed \$503,950.00	SOURCE (ACCT # & NAME):	4369008919 FTA Grant <i>x 0000</i>
COMMENTS:	N/A	AMT./FREQ. OF RECURRING COSTS: (ATTACH FISCAL IMPACT STATEMENT)	N/A

#6 *Re* TAA# 000839
~~70900072~~

- **Tolar Manufacturing, Inc.** has provided and installed shelters in Florida for over 20 years and meets all the documents specifications and requirements of the proposal. Their lead times were viewed as acceptable. They will stock repair parts and store the ordered shelter prior to installation. This firm has extensive experience with FTA and FDOT policies regarding installation of the shelters to be in compliance with ADA and other regulations. The Installer that will team with Tolar Manufacturing is HZ Construction of Orlando, Florida, a qualified Florida DBE. This complies with the Federal Transit Administration (FTA) requirements and is in compliance with the Civil Rights portion of our grant funds. The proposed best and final offer from this firm is \$503,950.
- 12/22/08 – 1/20/09 the appropriate proposal procedures were followed. The Request For Proposal (RFP) was broadcast to two hundred and four (204) prospective proposers and suppliers. Twenty three (23) firms requested proposal documents and five (5) firms submitted Proposals.
- May 19, 2009, BCC authorized the Selection Committee to enter into negotiations with Tolar Manufacturing for the Pre-Manufactured Transit Bus Shelters.
- Negotiation took place on May 21, 2009 with a "Not to Exceed" contract price of five hundred, three thousand, nine hundred and fifty dollars (503,950.00) agreeable by both parties; and fair and reasonable to the Community Services Department.
- This project will be managed by Manatee County Area Transit Division.




09-6694B67

Manatee County Area Transit
1108 26th Avenue East
Bradenton, Florida 34208

941 747 8621 (MCAT Office)
941 708 7464 (MCAT Fax)
www.mymanatee.org

941 748 2317 (Handy Bus Office)
941 741 3510 (Handy Bus Fax)
www.mymanatee.org

Memorandum

Date: May 27, 2009
To: Rob Cuthbert, Purchasing Manager
From: Ralf Heseler, Transit Manager 
Subject: Recommendation of Bus Shelter Award

The Transit Division is recommending that the Purchasing Division award contract to Tolar Manufacturing to provide and install Transit Bus Shelters throughout the MCAT system. This decision is based on satisfactory negotiations with the vendor.

Should you have any further questions or concerns, please contact me.

Thank you.

Cc: Fred Loveland, Community Services Department Director
Rodney Beggs, Fiscal Management Analyst II, MCAT
Becky Hayes, Sr. Transit Planner, MCAT
File

MANATEE COUNTY
2009 JUN -1 AM 8:57
PURCHASING



Manatee County Government
District 1 – Larry Bustle
District 2 – Gwen Brown

District 3 – John Chappie
District 4 – Ron Getman
District 5 – Donna Hayes

District 6, At-Large – Carol Whitmore
District 7, At-Large – Joe McClash