

AGENDA ITEM 1 F  
Consent Item

**MEMORANDUM**

**DATE:** June 3, 2021

**TO:** El Dorado County Transit Authority

**FROM:** Brian James, Planning and Marketing Manager

**SUBJECT:** Contract Award and Purchase Order in Response to Request for Proposals (RFP) for Bus Wash Retrofit

**REQUESTED ACTION:**  
**BY MOTION,**

- 1. Award contract for Bus Wash Retrofit at the El Dorado County Transit Authority facility to the lowest responsible bidder, consistent with the bid documents**
- 2. Approve Purchase Order No. 26198 issued to N/S Corporation in the amount of \$157,333**
- 3. Authorize the Executive Director to execute the contract, including change order authority not exceeding ten percent (10%) of the contract price and to execute all related documents necessary to complete the project within the approved budget**

**BACKGROUND**

The El Dorado County Transit Authority (El Dorado Transit) bus wash was installed when the maintenance facility was built in 1998. General maintenance has been performed regularly, but much of the system is beyond its useful life and needs to be replaced. The removal of the old equipment and the installation of new retrofit equipment provides an opportunity to upgrade some of the standard components or add additional equipment that will improve the performance of the bus wash system.

Subject to the terms and conditions set forth in Request for Proposals (RFP) No. 21-01 and the attached draft agreement, the selected contractor will furnish the equipment and perform installation at El Dorado Transit. This project is in the Capital Improvement Plan as Project No. 20-02 (2).

**DISCUSSION**

On April 16, 2021, El Dorado Transit released an RFP seeking proposals from qualified firms to provide all equipment for and installation of specified Bus Washer Retrofit items for the bus

wash facility. The selected firm is expected to rehabilitate the current bus wash system by the replacement of certain equipment or components.

Due to the unique nature of this project, one (1) proposal was received from a qualified bidder prior to the published submittal deadline. The bids were publicly opened at 2:00PM on May 17, 2021. The proposal was from N/S Corporation which was the company that installed the original bus wash at El Dorado Transit.

N/S Corporation was determined to be responsive and complied with the requirements of the RFP. Staff recommends award of the attached contract to N/S Corporation, approval of Purchase Order No. 26198 and authorization for the Executive Director to execute the contract and related documents.

### **AUTHORIZATIONS**

The Executive Director is authorized to approve purchases up to \$25,000. All purchases above \$25,000 require Board approval. The requested action will allow the Executive Director to execute the professional services contract, approve change orders or scope revisions and use of funding assigned to the project within approved budgets. This would authorize the Executive Director to approve change orders not exceeding ten percent (10%) of the contract price. This does not increase the current approved purchasing authority afforded the Executive Director.

### **FISCAL IMPACT**

#### *COST SUMMARY*

Bus Wash Retrofit	\$157,333
10 % Contingency	<u>\$ 15,733</u>
<i>Total Cost</i>	<i>\$173,066</i>

#### *FUNDING SOURCES*

Federal Transit Administration (FTA) 5307	\$ 80,503
State Transit Assistance (STA)	<u>\$ 92,563</u>
<i>Total Revenue</i>	<i>\$173,066</i>

**EL DORADO COUNTY TRANSIT AUTHORITY**  
**6565 COMMERCE WAY**  
**DIAMOND SPRINGS, CA 95619-9454**  
**(530) 642-5383**

**PURCHASE ORDER NO. 26198**

THIS NUMBER MUST APPEAR ON ALL INVOICES,  
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

**DATE: 06/03/2021**

ACCOUNT: 9910.17 CLASS: 125

TO: N/S Corporation  
 235 West Florence Avenue  
 Inglewood, CA 90301

SHIP & INVOICE TO:  
**EL DORADO COUNTY TRANSIT AUTHORITY**  
**6565 COMMERCE WAY**

Contact: Michael Howlett

Vendor Phone No: (310) 330-1240

Fax No: (310) 412-1196

PROMISED DELIVERY DATE		TERMS: 40% @ 30 Days from NTP; 55% @ 30 Days from Ship; 5% @ 30 Days after Final		
180 Days from NTP		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
1	1	Rehab Sys-3100-12 Bus Washer - Brush package injection system. DEMA bypass loop RIS-100 with Positive Displacement Chemical Pump (blue and white) - Emitter and receiver activation, Wash & Rinse - One pair Wrap-Around Front, Side and Rear Brushes - Variable Density Brush Pelts - Counter-oscillating Side to Side w/Asrto Turf Lammscloth Material - Air retraction system with Automatic Activation - Air Control to include Filter, Regulator and Lubricator - Final Rinse Arch plumbing - Chemical arch plumbing - Wrap Brush Header Complete - Mitter Curtain Header Complete	\$61,917.00	\$61,917.00
1	1	Sand Filter for Reclamation System	\$63.70	\$63.70
1	1	Erection Kit	\$700.00	\$700.00
1	1	Crating	\$400.00	\$400.00
1	1	Demolition	\$5,750.00	\$5,750.00
1	1	Erection (Prevailing Wages)	\$14,250.00	\$14,250.00
1	1	Plumbing (Prevailing Wages)	\$12,150.00	\$12,150.00
1	1	Electrical (Prevailing Wages)	\$18,225.00	\$18,225.00
1	1	Fork Lift	\$1,475.00	\$1,475.00
		<b>OPTIONAL</b>		
1	1	Above Ground Clarifier - WRS-10	\$34,152.27	\$34,152.27
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			<b>SUBTOTAL</b>	<b>\$149,082.97</b>
			<b>SHIPPING</b>	<b>\$1,200.00</b>
			<b>SALES TAX</b>	<b>\$7,049.39</b>
			<b>TOTAL</b>	<b>\$157,332.36</b>
<b>PURCHASING AGENT</b>				

**PLEASE NOTE CONDITIONS ON REVERSE SIDE**

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

Circle Distributing: Vendor - Accounting - Requestor - Purchasing

## CONTRACT AGREEMENT

THIS AGREEMENT, dated the \_\_\_\_ day of \_\_\_\_\_ 2021, in the County of El Dorado, State of California, is made by and between the El Dorado County Transit Authority (“EDCTA” or “Owner”), and N/S Corporation (“CONTRACTOR”).

1. Contract Documents: The complete contract (“CONTRACT”) includes all of the CONTRACT DOCUMENTS, including this Agreement, the Request For Proposals, Non-collusion Declaration, Non-discrimination Clause, Non-segregation Certification, Designation of Subcontractors, Experience Qualifications, Schedule of Rates, Performance Bond, Payment Bond, Insurance Certificates, and any Drawings, Specifications, Scope of Work, Addenda and Change Orders and all modifications and amendments to the above. The Contract Documents are complementary, and what is called for by any one shall be as binding as if called for by all.

2. The Work: Contractor shall perform everything required to be performed within the time set forth in Paragraph 5 of this Agreement, and shall provide and furnish all the labor, materials, necessary tools, expendable equipment, and all utility and transportation services as described in the Request For Proposals and required for construction of:

PROJECT LOCATION: El Dorado County, California.

PROJECT NAME: Bus Washer Retrofit, Project No. 20-02 (2), (“PROJECT” or “WORK”), as set forth more fully in the Request for Proposals and any Addenda thereto.

All of the Work to be performed and materials to be furnished shall be completed in a good workmanlike manner in strict accordance with the Specifications for the project components or equipment, and all other provisions of the Request For Proposals. Contractor shall not be excused with respect to any failure to so comply with the Contract by any act or omission of EDCTA, EDCTA’s consultant, agent, inspector, or representative of any of them.

The Project shall be furnished, performed and completed as required in the Specifications, Scope of Work, and all other Contract Documents under the direction and supervision of and subject to the approval of EDCTA. EDCTA shall have the right to accept or reject materials or workmanship and to determine when Contractor has complied with the conditions of the Contract. The Building Inspector employed by EDCTA shall represent EDCTA.

3. Contract Amount: EDCTA shall pay to Contractor, as full consideration for the faithful performance of the contract, subject to any additions or deductions as provided in the Contract Documents, the sum of \$ \_\_\_\_\_ (\_\_\_\_\_ dollars).

4. Payments: The price to be paid to Contractor under this Agreement shall be paid in legally executed and regularly issued warrants of EDCTA drawn on the appropriate fund or funds as required by law. Payments shall be made pursuant to the Schedule attached hereto as Exhibit “A.” Payments shall be made for the portions of the Project as construction of the Project is completed, but the payment of progress payments by EDCTA shall not be construed as acceptance of the work done up to the

time of such payments. All payments shall be subject to the final bid price set forth in the Bid or Quote Form provided in the Request For Proposals.

5. Time for Completion: The Project shall be commenced within five (5) days of issuance by EDCTA of the Notice to Proceed and shall be completed within **One-hundred eighty (180) working days** from the date of the Notice to Proceed.

6. Liquidated Damages: If the Work is not completed in accordance with Paragraph 5 above, the parties agree that EDCTA will suffer damage. It being impractical and infeasible to determine the amount of actual damage, Contractor (or Surety) shall pay to EDCTA as fixed and liquidated damages, and not as a penalty, the sum of **\$1,000.00** for each calendar day of delay until the Project is completed and accepted. This amount may be deducted from any payments due to or to become due to Contractor.

7. Interpretation of Contract Documents: Should any question arise concerning the intent or meaning of drawings or specifications, such question shall be submitted to EDCTA and its interpretation shall be final.

8. Extra or Additional Work and Changes: Should EDCTA at any time during the progress of the work request any alterations, deviations, additions, or omissions from the Contract specification or plans, it shall be at liberty to do so and the same shall in no way affect or make void the Contract, but the fair and reasonable value of such alterations, deviations, additions, or omissions will be added to or deducted from the amount of said Contract price as the case may be.

All change orders shall be signed by EDCTA. The value of any such extra work or changes shall be determined in one or more of the following ways:

- a) By estimate and acceptance in a lump sum.
- b) By unit prices named in the contract or subsequently agreed upon.
- c) By cost and percentage or by cost and fixed fee.

9. Prosecution of Work: If in the opinion of EDCTA, Contractor neglects to prosecute the work properly or fails to perform any provisions of the Contract, after ten (10) days written notice to Contractor EDCTA may, without prejudice to any other remedy it may have, remedy any such deficiencies and may deduct the cost therefor from any payment then or thereafter due Contractor, provided that the parties have used proper documentation and negotiations for a fair and equitable resolution.

10. Assignment of the Contract: Assignment of the Contract or any part thereof shall be prohibited without the prior written consent of EDCTA.

11. Indemnification: With the exception that this section shall in no event be construed to require indemnification by Contractor to a greater extent than permitted by law, Contractor shall defend, indemnify and save harmless EDCTA, including its officers, directors, agents, and employees, and each of them ("Indemnitees"), from any and all claims, demands, causes of action, damages, costs, expenses, actual attorneys' fees, losses or liabilities, in law or in equity, of every kind and nature whatsoever for claims arising out of or in connection with Contractor's performance of this contract.

- A. Bodily injury including, but not limited to, bodily injury, sickness or disease, emotional injury or death to persons, including, but not limited to, the public, any employees or agents of Contractor, EDCTA, or any other Contractor and;

B. Damage to property of anyone including loss of use thereof; caused or alleged to be caused in whole or in part by any negligent or otherwise legally actionable act or omission of Contractor or anyone directly or indirectly employed by Contractor or anyone for whose acts Contractor may be liable.

Except as otherwise provided by law, the indemnification provisions above shall apply regardless of the existence of fault or degree of fault of Indemnitees. Contractor, however, shall not be obligated to indemnify Indemnitees for Claims arising from conduct delineated in Civil Code § 2782.

Contractor's obligation to defend and indemnify shall not be excused because of Contractor's inability to evaluate liability or because Contractor evaluates liability and determines that Contractor is not liable to the claimant. Contractor shall respond within 30 days to the tender of any claim for defense and indemnity by the State, unless this time has been extended by the State. If Contractor fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due Contractor under and by virtue of the contract as shall reasonably be considered necessary by EDCTA, may be retained by EDCTA until disposition has been made of the claim or suit for damages, or until Contractor accepts or rejects the tender of defense, whichever occurs first.

With respect to third party claims against Contractor, Contractor waives any and all rights of any type to express or implied indemnity against EDCTA, its officers, employees, or agents (excluding agents who are design professionals).

12. Insurance: Prior to commencing the Work, Contractor shall obtain and maintain during the life of this contract, and shall require all Subcontractors, if any, whether primary or secondary, to take out and maintain insurance coverage as required by EDCTA.

13. Bonds: Three (3) executed copies of this Agreement, Insurance Certificates, the Performance Bond, and the Payment Bond shall be provided by Contractor. Only bonds executed by admitted Surety insurers as defined in Code of Civil Procedure § 995.120 shall be accepted. Surety must be a California-admitted surety and listed by the U.S. Treasury with a bonding capacity in excess of the Project cost.

14. Clauses Included: Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and the Contract shall be read and enforced as though it were included.

15. Eligible Contractors: Contractor acknowledges that, pursuant to Public Contract Code § 6101, no public works or purchase contract shall be awarded to a Contractor, nor shall a Contractor be eligible to receive a public works or purchase contract, who has, in the preceding five years, been convicted of violating a state or federal law respecting the employment of undocumented aliens. Contractor acknowledges that pursuant to Public Contract Code § 6101 no public works or purchase contract shall be awarded to a Contractor, nor shall a Contractor be eligible to receive a public works or purchase contract who has been found to have violated with intent to defraud a public agency while performing a public works project.

Contractor further acknowledges that, pursuant to Labor Code § 6109, Contractor is prohibited from performing work on a public works project with a subcontractor who is ineligible to perform work on the public works project pursuant to Labor Code § 1777.1 or § 1777.7. The Labor Commissioner publishes a list of ineligible contractors and subcontractors and distributes the list to awarding bodies under Labor Code § 1777.1.

16. Family Support Enforcement: Contractor acknowledges that pursuant to Public Contract Code § 7110 it shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to disclosure of information and compliance with earnings assignment orders, as provided in Family Code Division 9, Part 5, Chapter 8 (commencing with § 5200). Contracts in excess of one hundred thousand dollars (\$100,000.00) require an acknowledgement by Contractor of the policy set forth in Public Contract Code § 7110 and Contractor further acknowledges that it is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the Employment Development Department.

17. Performance During Working Hours: Work shall be performed during regular working hours except that in the event of an emergency or when required to complete the Work in accordance with job progress, work may be performed outside of regular working hours with the advance written consent of EDCTA.

18. Labor Code Application: As provided in Labor Code Division 2, Part 7, Chapter 1, Article 3 (commencing at § 1810), eight (8) hours of labor shall constitute a legal day's work. The time of service of any worker employed at any time by Contractor or by any Subcontractor on any subcontract under this Contract, upon the work or upon any part of the work contemplated by this Contract, is limited and restricted to eight (8) hours during any one calendar day and forty (40) hours during any one calendar week, except as hereinafter provided. Notwithstanding the provision hereinabove set forth, work performed by employees of Contractors in excess of eight (8) hours per day and forty (40) hours during any one week shall be permitted upon this public work provided that compensation for all hours worked in excess of eight (8) hours per day shall be compensated at not less than one and one-half (1½) times the basic rate of pay.

Contractor shall pay to EDCTA a penalty of Twenty-five Dollars (\$25.00) for each worker employed in the execution of this Contract by Contractor, or by any Subcontractor, for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any calendar day and forty (40) hours in any one (1) calendar week, in violation of the provisions of Labor Code Division 2, Part 7, Chapter 1, Article 3 (commencing at § 1810), unless compensation for the workers so employed by Contractor is not less than one and one-half (1½) times the basic rate of pay for all hours worked in excess of eight (8) hours per day.

19. Prevailing Wage Rates: Pursuant to the provisions of Labor Code Division 2, Part 7, Chapter 1, Article 3 (commencing at § 1810), Contractor shall pay the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work in the locality in which this public work is to be performed for each craft, classification, or type of worker needed for this Project. The prevailing wage rates are available from the Director of the Department of Industrial Relations ("Director"). Contractor shall post a copy of such wage rates at the Site. Holiday and overtime work, when permitted by law, shall be paid for at the rate of at least one and one-half (1½) times the above specified rate of *per diem* wages, unless otherwise specified.

20. Forfeiture and Payments for Breach of Prevailing Wage Rates: Pursuant to Labor Code § 1775, Contractor shall as a penalty to EDCTA, forfeit Fifty Dollars (\$50.00) for each calendar day, or portion thereof, for each worker paid less than the prevailing rate of *per diem* wages, determined by the Director, for such craft or classification in which such worker is employed for any public work done under the Agreement by Contractor or by any Subcontractor under it. The amount of the penalty shall be determined by the Labor Commission and shall be based on consideration of Contractor's mistake, inadvertence, or neglect in failing to pay the correct prevailing rate of *per diem* wage, the previous record of Contractor in meeting its prevailing rate of *per diem* wage obligations, or Contractor's willful failure to

pay the correct prevailing rate of *per diem* wages. A mistake, inadvertence, or neglect in failing to pay the correct prevailing rate of *per diem* wage is not excusable if Contractor had knowledge of it or the obligations under this part. The difference between such prevailing rate of *per diem* wage and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing rate of *per diem* wage shall be paid to each worker by Contractor. *Per diem* wages are deemed to include those benefits set forth in Labor Code § 1773.1.

21. Contractor to Comply with Labor Code § 1777.5 et seq.: It shall be Contractor's responsibility to know and abide by the requirements of Labor Code §§ 1777.5 et seq. which include, but are not limited to, the requirement to hire apprentices on a public works project.

22. Contractor to Comply with Labor Code § 1776: It shall be Contractor's responsibility to know and abide by the requirements of Labor Code § 1776, which include, but are not limited to, the requirement to keep accurate payroll records that shall be available for inspection. In order to comply with Labor Code § 1776, the records must include: names, addresses, Social Security numbers, work classifications, straight time, overtime, and any per diem. In addition, the records must be verified by a declaration under penalty of perjury that the records are true and correct, and that the employer has complied with Labor Code §§ 1771, 1811 and 1815.

23. Non-discrimination. During the performance of this contract, Contractor and its subcontractors shall not unlawfully discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age (over 40) or gender.

Contractor and subcontractors hereby agree to ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination. Contractors and subcontractors agree to comply with the provisions of the Fair Employment and Housing Act (Government Code § 12900 et seq.) and the applicable regulations promulgated under California Administrative Code, Title 2, § 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code § 12900, set forth in California Administrative Code, Title 2, Division 4, Chapter 5 are incorporated into this contract by reference and made a part hereof as if set forth in full. Contractor and its subcontractors agree to give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

Contractor shall include the nondiscrimination and compliance provisions of this section in all subcontracts to perform work under the contract.

24. Compliance with Federal Laws, Rules & Regulations: Contractor hereby acknowledges that a portion of the funding for the Project is from Federal sources. Contractor shall comply with all Federal laws, rules and regulations that may be related to the work to be performed including OSHA, NFPA 130 and NPDES requirements.

25. **THE COMPLETE CONTRACT AS SET FORTH IN PARAGRAPH 1 OF THIS AGREEMENT CONSTITUTES THE ENTIRE AGREEMENT OF THE PARTIES. NO OTHER AGREEMENTS, ORAL OR WRITTEN, PERTAINING TO THE WORK TO BE PERFORMED UNDER THIS CONTRACT, EXISTS BETWEEN THE PARTIES. THIS CONTRACT CAN BE MODIFIED ONLY BY AN EXECUTED WRITTEN AGREEMENT APPROVED BY THE GOVERNING BOARD.**

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed.

**EL DORADO COUNTY  
TRANSIT AUTHORITY**

**CONTRACTOR**

By: Matthew Mauk, Executive Director

By: \_\_\_\_\_

\_\_\_\_\_

CONTRACTOR's License No.:

\_\_\_\_\_

(CORPORATE SEAL of CONTRACTOR)

**APPROVED AS TO FORM:**

\_\_\_\_\_

Michael Tucker

Attorney for El Dorado County Transit Authority

## **CONTRACT AGREEMENT**

### **EXHIBIT "A"**

#### **SCHEDULE OF PAYMENTS**

EDCTA shall make Payments for the Project Work in conformance with and subject to the terms and conditions for payments as set forth below and in the Construction Contract Agreement, if applicable.

40%	due	30 days from delivery of Notice to Proceed
55%	due	30 days from the equipment ship date
5 %	due	30 days after EDCTA's acceptance and approval of final Project.

Note: EDCTA shall withhold at least 5% of total labor and materials until final completion and acceptance of the Project. On the expiration of thirty (30) days after the recordation of the Notice of Completion all monies due and payable to Contractor shall be paid, subject to the provisions of Section 5 herein.

Contractor may elect to submit a single Invoice for all project costs, upon Contractor's completion of work. The EDCTA would still withhold 5% of the total labor and materials costs, as noted above.