

# Memorandum

To: CHAIR AND COMMISSIONERS  
CALIFORNIA TRANSPORTATION COMMISSION

CTC Meeting: August 10-11, 2011

Reference No.: 2.8b.(3)  
Action Item

From: NORMA ORTEGA  
Chief Financial Officer

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Mass Transportation

Subject: **REQUEST TO EXTEND THE PERIOD OF CONTRACT AWARD FOR STATE-LOCAL PARTNERSHIP PROGRAM (SLPP) PROJECTS, PER SLPP GUIDELINES WAIVER-11-50**

## **RECOMMENDATION:**

The California Department of Transportation (Department) recommends the California Transportation Commission (Commission) extend the period of contract award for the time periods identified for each project on the attached document.

## **ISSUE:**

The Commission allocated a total of \$299,000 for the construction of the three State-Local Partnership Program projects identified on the attachment. The responsible agencies have been unable to award the contracts by the deadlines. The attachment describes the details of the projects and the explanations for the delays. The respective agencies request extensions and the planning agencies concur.

## **BACKGROUND:**

In April 2010, the Commission adopted SLPP Guidelines (Resolution SLP1B-G-0910-02) which require the agency implementing a project to request a time extension if the project will not be awarded within six months of the allocation.

Time Extension/Waiver – Contract Award  
 Rail/Transit Projects

Project #	Applicant County Project Description Reason for Project Delay	Extension Amount Phase	Allocation Date Resolution Number Number of Months Requested Extended Deadline CT Recommendation
1	San Mateo County Transit District San Mateo County Two Medium Buses for Expansion of ADA Service	\$49,000 CONST	January 20, 2011 SLP1B-A-1011-05 3 months 10/31/11 Support
<p>The San Mateo County Transit District is requesting a three-month extension for the period of contract award of the Two Medium Buses for Expansion of American with Disability Act Service project. The project contract award has been delayed due to shortage of staff and resources. As a result, the agency has been unable to complete the procurement process prior to the award deadline. However, the agency is planning to request authorization to purchase the two buses by September 2011.</p> <p>A three-month extension for the period of contract award is being requested to extend the deadline to October 31, 2011.</p>			
2	San Mateo County Transit District San Mateo County Replacement of South Base Bus Washer	\$150,000 CONST	January 20, 2011 SLP1B-A-1011-05 12 months 06/30/12 Support
<p>The San Mateo County Transit District is requesting a 12-month extension for the period of contract award of the Replacement Bus Washer project. The project contract award has been delayed as result of non-responsive bids during the bid process. To rectify the delay, the agency has reviewed the technical specifications of bus washers operated by other transit systems and has also conducted site visits to review equipment operations. These steps should ensure that the next procurement process results in responsive bids.</p> <p>A 12-month extension for the period of contract award is being requested to extend the deadline to June 30, 2012.</p>			
3	San Mateo County Transit District San Mateo County Replacement Minivans	\$150,000 CONST	January 20, 2011 SLP1B-A-1011-05 12 months 06/30/2012 Support
<p>The San Mateo County Transit District is requesting a 12-month extension for the period of contract award of the Replacement Minivans project. The project contract award has been delayed due to the agency's reliance on the State's contracts to purchase minivans. Currently, the State contract for minivans has expired and the award of a new State vehicle contract has been delayed. Therefore, the agency needs additional time to explore other procurement options.</p> <p>Agency staff is investigating the possibility of participating in the California Association of Community Transportation's Vehicle Purchasing Cooperative. This would allow the agency to avoid the lengthy Invitation for Bids process, which could reduce the time of delay.</p> <p>A 12-month extension for the period of contract award is being requested to extend the deadline to June 30, 2012.</p>			