

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 12/11/2024

Staff Report No. 24-387a

TO: AC Transit Board of Directors
FROM: Michael A. Hursh, General Manager/Chief Executive Officer
SUBJECT: EOC Conference Room Upgrade Contract Award

ACTION ITEM

AGENDA PLANNING REQUEST:

RECOMMENDED ACTION(S):

Consider approving contract award to One WorkPlace Construction, LLC (dba Vantis) to provide technological equipment, supplies, and labor associated with the upgrade of the tenth-floor conference room in the District's General Office building.

Staff Contact:
Ahsan Baig, Chief Information Officer

STRATEGIC IMPORTANCE:

Goal - Safe and Secure Operations
Initiative - Infrastructure Modernization

The objective of this project is to transform the existing meeting space into a fully functioning Emergency Operations Center (EOC) for use by the District's emergency management personnel in a disaster, emergency, or other catastrophic event.

The upgraded technological meeting space also will serve as a hub for various professional meetings and events, including Executive Meetings, Board of Directors' meetings, inter-agency meetings, and meetings with other invited guests.

BUDGETARY/FISCAL IMPACT:

This upgrade project is estimated to cost the District approximately \$347,800 and will be funded by a Federal Transit Administration (FTA) grant funds with match provided by District capital funds.

CONTRACT AWARD SUMMARY:

Vendor Outreach Summary:	
No. DBE/SBEs:	N/A
No. Registered Vendors:	3

Contract Summary:	
# Proposals/Bids Received:	1 (Responsive Quote with Workplan)
Award Type:	Best Value
Independent Cost Estimate Range:	\$275,000-\$435,000
Recommended for Award:	Workplace Construction, LLC DBA Vantis
Small Business Type:	Not Applicable*
DBE/SBE Utilization %:**	N/A

* Neither SBE, nor DBE

** The District sets Small Business Enterprise (SBE) goals on contracting opportunities. The Federal Transit Administration (FTA) may authorize a Disadvantaged Business Enterprise (DBE) goal; however, SBE goals may result in DBE awards and utilization.

Levine Act Disclosure

California Government Code § 84308, commonly referred to as the “Levine Act,” precludes an Officer of a local government agency from participating in the award of a contract if he or she receives any political contributions totaling more than \$250 in the 12 months preceding the pendency of the contract award, and for three months following the final decision, from the person or company awarded the contract. This prohibition applies to contributions to the Officer, or received by the Officer on behalf of any other Officer, or on behalf of any candidate for office or on behalf of any committee. The Levine Act also requires disclosure of such contributions by a party to be awarded a specified contract. Disclosure is not required for contracts that are competitively bid.

BACKGROUND/RATIONALE:

The tenth-floor conference room of the District’s headquarters (GO) building is the designated Emergency Operations Center (EOC) for emergencies. As a public transit provider, the District is a key regional resource for transportation services. Having a fully functioning EOC is necessary for the District to be able to respond if called upon to transport people or even just keep service running in an emergency. The most relevant example is if there were to be an earthquake of any significance that caused regional disruption - particularly in the East Bay due to the Hayward fault - and mass evacuations or relocation of people was required. These types of events cannot be predicted, so it is incumbent upon the District to prepare for them as much as possible.

In June 2022, the Procurement team issued a Request for Proposals (RFP) to upgrade the Conference Room's audio-visual equipment and Information Technology (IT) infrastructure. After no responsive proposals were received, the original RFP was converted into a Request for Quotes (RFQ), after limiting the work to IT equipment and professional services, and released again for vendor responses. Three (3) vendors responded to the RFQ. Two (2) of the vendors indicated they would not be able to meet the requested project completion timeline nor provide timely sourcing of the materials. Only one (1) vendor (One Workplace Construction, LLC (dba Vantis)) provided a quote and proposal indicating an ability to (a) timely source the required equipment, materials, and supplies; and (b) timely completion of the project in accordance with the District’s project schedule.

Given the single offer, the Procurement Team conducted a cost analysis and further negotiated the pricing with the selected vendor to ensure best pricing for the District.

With only one (1) vendor able to timely source required products and meet the District’s schedule for this

project, staff recommends that the Board approve the contract award to One WorkPlace Construction, LLC (dba Vantis) for the upgrade of the 10th Floor Executive Conference Room. The project is estimated to take four to six (4-6) months after contract execution. Initial tasks will include holding a kickoff meeting with internal stakeholders and identifying the project schedule.

ADVANTAGES/DISADVANTAGES:

The upgraded conference room will offer numerous benefits, including the following:

- **Improved Communication:** Advanced audio-visual equipment will enable seamless communication among emergency responders, ensuring timely decision-making during critical situations.
- **Enhanced Collaboration:** Upgraded IT infrastructure will facilitate real-time collaboration among team members, fostering a more productive work environment.
- **Increased Flexibility:** The modernized room will accommodate various meeting styles and formats, catering to diverse needs and preferences of employees.

Staff has identified no significant disadvantages related to completing this upgrade.

ALTERNATIVES ANALYSIS:

The primary alternatives are to not perform the upgrade or to identify a different EOC location. The District has an imperative need for an EOC to function as a central command hub for District emergency operations, and the location of the building and conference room make it an ideal location.

PRIOR RELEVANT BOARD ACTION/POLICIES:

Board Policy 465 - Procurement Policy

ATTACHMENTS:

None

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