



Agenda Item No. (11)

To: Finance-Auditing Committee/Committee of the Whole
Meeting of April 23, 2020

From: Joseph M. Wire, Auditor-Controller
Denis Mulligan, General Manager

Subject: **REVIEW OF AUDITOR-CONTROLLER'S FY 19/20 THIRD QUARTERLY
REPORT ON CONTRACTS AND CHANGE ORDERS/CONTRACT
AMENDMENTS EXECUTED UNDER THE GENERAL MANAGER'S
AUTHORITY**

Recommendation

The following report is provided for informational purposes and no action is required.

Summary

In accordance with Resolution No. 2018-006, the General Manager is authorized to:

1. Award and execute agreements for equipment, supplies, materials, services, and construction for non-routine procurements not to exceed \$250,000 and other defined, routine procurements over \$250,000.
2. Approve amendments or change orders to contracts:
 - a. For contracts awarded under the General Manager's authority, the total amount of the change orders combined with the original contract amount does not exceed \$250,000; or,
 - b. For contracts awarded by the Board, the General Manager may authorize amendments or change orders up to the established contract contingency. For contracts without an established contingency, the General Manager may authorized change orders or contract amendments cumulatively not to exceed ten percent (10%) of the original contract price, up to \$250,000.
3. Review protests concerning contracts awarded within the General Manager's procurement authority

Attached is the FY 19/20 Third Quarterly Report on Procurement Transactions under the General Manager's Authority. This report is not intended to list all procurement activity but rather covers transactions greater than \$20,000 during the period of January 1, 2020, through March 31, 2020.

Fiscal Impact

There is no fiscal impact as this report is informational.

Attachments

ATTACHMENT A

	YTD	YTD	Q3	Q3
	Qty.	Amt.	Qty.	Amt.
<u>Procurement</u>				
Purchases/Contracts	86	\$ 16,226,043.87	29	\$ 2,563,382.68
Change Orders/Amendments	22	\$ 4,852,187.86	10	\$ 3,043,358.38
Task Orders	15	\$ 1,264,763.02	4	\$ 271,637.02
<u>Engineering</u>				
Purchases/Contracts	1	\$ 249,000.00	0	\$ -
Change Orders/Amendments	4	\$ 398,969.67	2	\$ -
Task Orders	0	\$ -	0	\$ -
GRAND TOTAL	128	\$ 22,990,964.42	45	\$ 5,878,378.08
Protests	0		0	

Procurement Actions Under the General Manager's Authority
Detail Q3 FY19-20

PROCUREMENT

Purchases/Contracts

Number	Title	Amount	Vendor	Award Date
BUS				
2019-BT-042	Safety and Compliance Assessment	\$176,461.64	ADS Safety Consulting, LLC	1/13/2020
2019-BT-079	ZEB Transition Plan and Support Services	\$78,255.75	Stantec	3/7/2020

DISTRICT

P135658	Dell Laptops and Monitors	\$107,084.95	Cornerstone Technologies	1/3/2020
2019-D-052	Business Continuity Plan Development	\$99,928.57	Emergency Management Inc.	1/7/2020
P135830	Pelco Camera Project D2/D3	\$27,552.96	Graybar	1/8/2020
2019-D-078	Managed Print Services	\$100,000.00	NWN Corporation	2/3/2020
2019-D-065	Enterprise Vehicle Purchase and Lease Agreement	\$27,096.59	Enterprise Fleet Management	2/3/2020
P136554	LinkedIn Recruitment	\$36,675.00	LinkedIn Corporation	2/25/2020
P136872	Hewlett-Packard Enterprise Simplivity support	\$23,113.96	Cornerstone Technologies	2/26/2020
P137377	Ingersoll Rand Horizontal Tank and Drain Valve	\$23,067.39	Cisco Air Systems	3/5/2020
P137272	Computers, docking stations and monitors for 4-year replacements	\$45,348.03	Cornerstone Technologies	3/26/2020
2020-D-020	Emergency On-Site Medical Services and Drug Testing	\$255,600.00	Pivot Onsite Innovations	3/27/2020

FERRY

2020-F-009	Emissions Feasibility Study for the M.S. Sonoma	\$74,815.00	BMT Designers and Planners	1/16/2020
P136238	Emergency Fuel Polishing for Ferry Fuel Tanks	\$126,000.00	Kraus Maintenance Services	1/28/2020
2020-F-086	QL3 Service for the MS San Francisco	\$132,870.32	Pacific Power Group	2/4/2020
2020-F-087	Emergency Dry-docking and Repairs for the M.V. Golden Gate	\$50,000.00	Bay Ship & Yacht	2/4/2020
P136139	Digital Signage Player and Software Upgrade	\$32,992.40	Electronic Systems Support, Inc.	2/19/2020
2020-F-09	Vessel Electrification Feasibility Study	\$24,600.00	Elliot Bay Design Group	2/20/2020
P137135	Vessel Disinfecting Services	\$75,000.00	Imperial Cleaning Service	3/7/2020
P134128	Spare MJP 550 Waterjets	\$420,207.00	Marine Jet Power	3/25/2020

Procurement Actions Under the General Manager's Authority
Detail Q3 FY19-20

2020-F-021	Repair Plan for MV Mendocino	\$46,590.00	Incat Crowther	3/26/2020
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BRIDGE

P131359	2020 Chevy Silverado 1500 HD	\$41,389.74	National Auto Fleet Group	1/9/2020
P135867	Pelco Camera Project Bridge	\$110,852.21	Graybar	1/9/2020
P135924	Fire Retardant Panels for the QuicDeck Suspended Scaffold System	\$30,515.41	Tulnor Lumber, Inc.	1/13/2020
P136196	Three Edraulic 2 (Jaws of Life) Combi Tools	\$35,316.75	L.N. Curtis & Sons	1/31/2020
P136337	Two Doosan Portable Air Compressors	\$212,660.00	Volvo Construction Equipment	2/1/2020
P136852	2020 Chevy Silverado and Accessories	\$51,881.36	National Auto Fleet Group	2/24/2020
P136852	2020 Ram 5500 Chassis	\$54,055.44	National Auto Fleet Group	2/25/2020
P137304	2020 Chevy Tahoe Pursuit Vehicle	\$43,452.21	Hubbard Chevrolet	3/16/2020

Change Orders/Amendments	Reason	Amount	Vendor	Date Executed
2018-F-087	Services for Asset Management System (Maximo)	\$67,200.00	JFC and Associates	1/22/2020
2019-F-038	Scheduled Dry Dockings for Marin and Mendocino	\$72,115.05	Bay Ship & Yacht	1/23/2020
2018-D-012	Storm Water Analysis	\$20,000.00	Torrent Laboratory	2/3/2020
2019-F-038	Scheduled Dry Dockings for Marin and Mendocino	\$122,412.55	Bay Ship & Yacht	2/11/2020

Procurement Actions Under the General Manager's Authority
Detail Q3 FY19-20

2018-F-109	Shipyard Rebuild of the M.S. Sonoma	Change Order No. 1 - Asbestos removal and disposal	\$125,943.04	Nichols Brothers Boat Builders	3/2/2020
2014-BT-09	Forty Foot Gillig Buses	Amendment No. 2 - Spare Parts Purchase	\$1,988,819.55	Gillig, LLC	3/15/2020
2018-F-109	Shipyard Rebuild of the M.S. Sonoma	Change Order No. 2 - Multiple additional task due to discovery at the shipyard	\$433,953.19	Nichols Brothers Boat Builders	3/16/2020
2018-F-130	Ferry Terminal Emergency Repair Assessment	Amendment No. 2 - Engineering Support Services during construction	\$29,215.00	Moffatt & Nichol	3/24/2020
2018-D-059	Insurance Advisor and Brokerage Services	Amendment No. 1- Add Marine and Property Insurance Programs	\$35,700.00	USI Insurance Services	3/26/2020
2015-BT-06	Lease of Bus Tires	Amendment No. 1 - 4-month Contract Extension	\$148,000.00	Goodyear Tire and Rubber Co.	3/27/2020

Task Orders	Reason	Amount	Vendor	Date Executed	
2019-D-040	Databank Professional Services	Services required to configure OnBase for easier capture and retrieval of scanned documents	\$37,920.00	Databank	1/2/2020
2018-B-005	Technical Support for Toll Operations	Project management support, testing and system validation	\$97,957.02	RS&H	1/27/2020
2018-B-005	Technical Support for Toll Operations	Analysis and resolution of toll system customer complaints; queries to support data analysis; Support on CSC reconciliation enhancements	\$80,000.00	Gannett Fleming	1/28/2020
2017-D-08	Microsoft and VMWare Professional Services	Resources to assist MS teams with creation of governance and deployment	\$55,760.00	Cornerstone Technologies	3/24/2020

Procurement Actions Under the General Manager's Authority
Detail Q3 FY19-20

ENGINEERING

Purchases/Contracts

Number	Title	Amount	Vendor	Award Date
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Change Orders/Amendments	Reason	Amount	Vendor	Date Executed
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2015-BT-02	Novato Bus Facility UST Site Cleanup and Closure Design Services	Amendment No. 2 Extends the term of the agreement	\$0.00	Brunsing Associates, Inc.	3/9/2020
2018-F-62	Sausalito Ferry Terminal Repairs	Amendment No. 1 Extend the term of the agreement	\$0.00	Moffat & Nichol	1/23/2020
