

RESOLUTION NO. 2017-39

AUTHORIZING A CHANGE ORDER TO CONTRACT NO. 2014-040 WITH APPLIED GRAPHICS LTD. FOR THE PROCUREMENT OF BUS EXTERIOR GRAPHICS PRODUCTION AND INSTALLATION SERVICES FOR UP TO TWENTY-NINE COACHES, AS SPECIFIED, FOR A PRICE NOT TO EXCEED \$115,763.65 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority requires the procurement of bus exterior graphics production and installation services; and

WHEREAS, Resolution 2015-8 authorized Contract 2014-040 with Applied Graphics, Ltd for bus exterior graphics production and installation services for up to 240 CNG coaches over a five year period and funding for 89 coaches, for a total negotiated contract amount not to exceed \$349,770.00; and

WHEREAS, in June 2016, the CEO, General Manager/Secretary-Treasurer authorized Change Order No. 1 in the amount of \$63,307.84 for the purchase of bus exterior graphics production and installation services for 16 coaches; and

WHEREAS, in January 2017, the CEO, General Manager/Secretary-Treasurer authorized no cost Change Order No. 2 to include the option to purchase bus exterior graphics production and installation service for up to 134 diesel or CNG coaches; and

WHEREAS, Applied Graphics, Ltd., located at 1717 McCarrick Parkway, Mansfield, Ohio 44903, has offered to provide bus exterior graphics production and installation services on up to an additional twenty-nine coaches, as specified, for a total negotiated amount not to exceed \$115,763.65; and

WHEREAS, the CEO, General Manager/Secretary-Treasurer deems the offer of Applied Graphics, Ltd. to be advantageous to the Authority, cost and other factors considered and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of Applied Graphics, Ltd. for the purchase of bus exterior graphics production and installation services for up to an additional 29 coaches be and the same is hereby accepted.

Section 2. That the CEO, General Manager/Secretary-Treasurer be and he is hereby authorized to enter a change order to Contract No. 2014-040 with Applied Graphics, Ltd. to provide bus exterior graphics production and installation services for an additional 29 coaches.

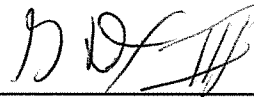
Section 3. That said change order shall be payable from the RTA Development Fund, Fleet Management Department Budget, including but not limited to, FTA Capital Grants OH-34-0009 in the amount of \$85.00, OH-2016-040 in the amount of \$40,054.00, OH-2016-042 in the amount of \$35,509.00 and 100% Local funds in the amount of \$40,115.65, for a total amount not to exceed \$115,763.65 (\$60,518.40 in Federal funds which represents 52.3% of the total cost) for 29 coaches.

Section 4. That this said contract shall be binding upon and an obligation of the Authority contingent upon future funding and compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution No. 2015-076; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That all terms and conditions of the original contract remain unchanged.

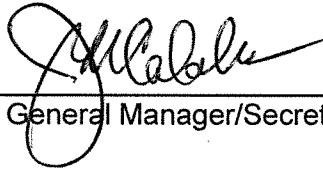
Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: June 20, 2017



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President

Attest:



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CEO, General Manager/Secretary-Treasurer

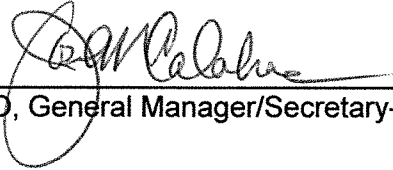


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| <b>TITLE/DESCRIPTION:</b><br><b>CONTRACT:</b> AUTHORIZING A CHANGE ORDER TO<br>CONTRACT NO. 2014-040 WITH APPLIED<br>GRAPHICS LTD. FOR THE PROCUREMENT OF<br>BUS EXTERIOR GRAPHICS PRODUCTION AND<br>INSTALLATION SERVICES FOR UP TO TWENTY-<br>NINE COACHES, AS SPECIFIED<br><br><b>VENDOR:</b> APPLIED GRAPHICS, LTD.<br><br><b>AMOUNT:</b> NOT TO EXCEED \$115,763.65 | <b>Resolution No.:</b><br>2017-39                   |
|  | <b>Date:</b><br>June 15, 2017                       |
|  | <b>Initiator:</b><br>Fleet Management<br>Department |
| <b>ACTION REQUEST:</b><br><input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____  |   |

- 1.0 **PURPOSE/SCOPE:** This resolution will authorize funds for the procurement of bus exterior graphics, production and installation services for up to 29 coaches.
- 2.0 **DESCRIPTION/JUSTIFICATION:** Exterior graphics are utilized on all coach exteriors. The material is designed to maintain color and adhesion in the Northeast Ohio transit environment.
- 3.0 **PROCUREMENT BACKGROUND:** In February 2015, the Authority awarded contract 2014-040 to Applied Graphics LTD. for bus exterior graphics production and installation services for up to 240 CNG coaches over a 5 year term. In addition, that resolution authorized the funding for graphics production and installation services for 89 coaches.  
  
 The CEO, General Manager/Secretary-Treasurer has authorized two change orders to date. Change Order #1 authorized the exercise of 16 exterior graphics options and Change Order # 2 was a no cost authorization for Applied Graphics LTD. to produce and install graphics on the 134 remaining options, CNG or diesel coaches.  
  
 This Change Order #3 will authorize the funding for bus exterior graphics production and installation services for up to 29 diesel coaches at a unit cost of \$3,991.85 for a total amount not to exceed \$115,763.65. The negotiated price is within the FTA suggested Producers Price Index (PPI) Best Practices Guidelines. This procurement will result in 106 exterior graphics production and installation options remaining.  
  
 A cost analysis has been performed and the Procurement Department has determined the price to be fair and reasonable to the Authority.
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to lack of certified DBE firms.
- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 ECONOMIC IMPACT: This change order will be funded through the RTA Development Fund, Fleet Management Department budget, including but not limited to, FTA Capital Grants OH-34-0009 in the amount of \$85.00, OH-2016-040 in the amount of \$40,054.00, OH-2016-042 in the amount of \$35,509.00 and 100% Local funds in the amount of \$40,115.65, for a total amount not to exceed \$115,763.65 (\$60,518.40 in Federal funds which represents 52.3% of the total cost) for 29 coaches.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this option would cause delays in the procurement of bus exterior graphics production and installation services, and impact service quality.
- 8.0 RECOMMENDATION: It is recommended that the negotiated offer of Applied Graphics, Ltd. be accepted and the resolution passed authorizing the CEO, General Manager/Secretary-Treasurer to modify the contract.
- 9.0 ATTACHMENT: Change Order Log

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
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CEO, General Manager/Secretary-Treasurer

# CHANGE ORDER LOG

## CONTRACT NO. 2014-040

### PROCUREMENT OF BUS EXTERIOR GRAPHICS PRODUCTION AND INSTALLATION SERVICES ON UP TO 240 CNG COACHES OVER A FIVE (5) YEAR TERM

Contract # 2014-040

Contractor: Applied Graphics LTD

Original Contract Amount    **\$349,770.00**

Total G.M. C.O. Authority    **\$ 100,000.00**

Total Change Order Amount to Date: **\$ 63,307.84**

| <i>ITEM NO.</i> | <i>NOTE No.</i> | <i>APPROVAL DATE</i> | <i>CHANGE ORDER AMOUNT</i> | <i>APPROVAL AUTHORITY</i>                | <i>NEW CONTRACT AMOUNT</i> |
|-----------------|-----------------|----------------------|----------------------------|--|----------------------------|
| 1               | 1               | 6/2016               | \$63,307.84                | CEO, General Manager/Secretary-Treasurer | \$413,077.84               |
| 2               | 2               | 1/2017               | NO COST                    | CEO, General Manager/Secretary-Treasurer | \$413,077.84               |
| 3               | 3               | 6/2017               | \$115,763.66               | Board of Trustees-pending                | \$528,841.50               |
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**NOTES/CHANGE ORDER DESCRIPTION:**

CO # 1 Exercise of 16 Exterior Graphics Options (balance of 135 Exterior Graphics Options remaining on contract)

CO # 2 No Cost Change Order to include the option to purchase bus exterior graphics production and installation services on up to 135 diesel coaches

CO # 3 Exercise of 29 Exterior Graphics Options (balance of 106 Exterior Graphics Options remaining on contract)