

RESOLUTION NO. 2020-20

AUTHORIZING A CHANGE ORDER TO CONTRACT NO. 2014-040 WITH APPLIED GRAPHICS, LTD. FOR THE EXERCISE OF AN OPTION FOR THE PURCHASE OF BUS EXTERIOR GRAPHICS PRODUCTION AND INSTALLATION SERVICES FOR UP TO 25 COACHES, AS SPECIFIED, FOR A PRICE NOT TO EXCEED \$108,075.00 (RTA DEVELOPMENT 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 No. 2015-008 authorized Contract No. 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 135 diesel or CNG coaches; and

WHEREAS, in June 2017, by Resolution No. 2017-039, the Board of Trustees authorized Change Order No. 3 in the amount of \$115,763.65 for the purchase of bus exterior graphics production and installation services for 29 coaches; and

WHEREAS, in September 2017, the CEO, General Manager/Secretary-Treasurer authorized Change Order No. 4 to decrease the contract value by four hundred thirty-seven & 00/100 dollars (\$437.00), and authorized the production and installation of the MetroHealth Lines graphics on 20 diesel coaches; and

WHEREAS, in June 2018, by Resolution No. 2018-057, the Board of Trustees authorized Change Order No. 5 in the amount of \$134,158.20 for the purchase of bus exterior graphics production and installation services for 33 coaches; and

WHEREAS, in January 2020, the General Manager, Chief Executive Officer authorized no cost Change Order No. 6 to extend the contract for six months at no additional cost to the Authority; and

WHEREAS, Applied Graphics, Ltd., located at 1717 McCarrick Parkway, Mansfield, Ohio 44903, has offered to provide bus exterior graphics production and installation services pursuant to an original contract option for up to an additional 25 coaches, as specified, for a total negotiated amount not to exceed \$108,075.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Applied Graphics, Ltd. to be most 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 25 coaches, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer be and she 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 up to an additional 25 coaches.

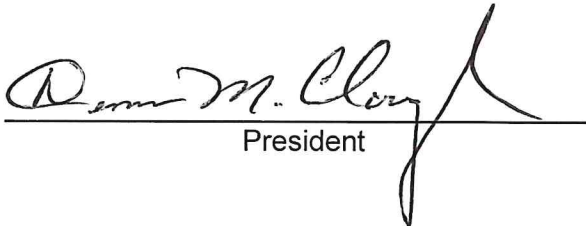
Section 3. That said change order to exercise this option shall be payable from the RTA Development Fund, Fleet Management Department Budget, including but not limited to 100% Local Funds, in an amount not to exceed \$108,075.00.

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: March 24, 2020



President

Attest: 

Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: AUTHORIZING A CHANGE ORDER TO CONTRACT NO. 2014-040 WITH APPLIED GRAPHICS LTD. FOR THE EXERCISE OF AN OPTION FOR THE PURCHASE OF BUS EXTERIOR GRAPHICS PRODUCTION AND INSTALLATION SERVICES FOR UP TO 25 COACHES, AS SPECIFIED VENDOR: APPLIED GRAPHICS, LTD. AMOUNT: NOT TO EXCEED \$108,075.00	Resolution No.: 2020-20
	Date: March 19, 2020
	Initiator: Fleet Management Department
ACTION REQUEST: <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 25 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:** On February 17, 2015, the Board of Trustees, by Resolution No. 2015-008, awarded Contract No. 2014-040 to Applied Graphics, Ltd. for bus exterior graphics production and installation services for up to 240 CNG coaches over a five year term. In addition, that resolution authorized the funding for graphics production and installation services for 89 coaches.

The General Manager approved Change Order No.1 for the exercise of 16 exterior graphics options and Change Order No. 2 for a no cost authorization for Applied Graphics, Ltd. to produce and install graphics on the 135 remaining options, CNG or diesel coaches. Change Order No. 3 was authorized by the Board of Trustees, under Resolution No. 2017-39, for the exercise of 29 exterior graphics options. Change Order No. 4 was authorized by the General Manager for the decrease of the contract value by four hundred thirty-seven & 00/100 dollars (\$437.00), and authorized the production and installation of the MetroHealth Lines graphics on 20 Gillig diesel coaches. Change Order No.5 was authorized by the Board of Trustees, under Resolution No. 2018-57, for the exercise of 33 exterior graphics options. Change Order No. 6 was authorized by the General Manager for a no cost, six month extension to the graphics contract.

This request will authorize funding for bus exterior graphics production and installation services for up to 25 diesel coaches at a unit cost of \$4,323.00, for a total amount not to exceed \$108,075.00. The negotiated price is within the FTA suggested Producers Price Index ("PPI") Best Practices Guidelines.

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 20% DBE participation goal was established for this procurement, February, 2015. Applied Graphics, Ltd. is a certified DBE firm (female-owned) and will continue in performing 100% of the contract work with its own forces.

- 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 100% Local Funds, in an amount not to exceed \$108,075.00.
- 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 readiness.
- 8.0 RECOMMENDATION: It is recommended that the negotiated offer of Applied Graphics, Ltd. be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer 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.



General Manager, Chief Executive Officer

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 **\$ 99,563.00**

Total Change Order Amount to Date: **\$313,666.69**

ITEM NO.	NOTE NO.	APPROVAL DATE	CHANGE ORDER AMOUNT	APPROVAL AUTHORITY	NEW CONTRACT AMOUNT
1	1	6/2016	\$63,307.84	General Manager	\$413,077.84
2	2	1/2017	NO COST	General Manager	\$413,077.84
3	3	6/2017	\$115,763.65	Board of Trustees by Resolution No. 2017-39	\$528,841.49
4	4	9/2017	-\$437.00	General Manager	\$528,404.49
5	5	6/2018	\$134,158.20	Board of Trustees by Resolution No. 2018-57	\$662,562.69
6	6	1/2020	NO COST	General Manager	\$662,562.69
7	7	3/2020	\$108,075.00	Board of Trustees-pending	\$770,637.69

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)

CO # 4 Authorize the production and installation of the MetroHealth Lines Graphics and a contract price reduction of \$437.00

CO #5 Exercise of 33 Exterior Graphics Options (balance of 73 Exterior Graphics Options remaining on contract)

CO #6 No Cost 6 Month Extension of Graphics Contract

CO #7 Pending-Exercise of 25 Exterior Graphics Options as the contract expires