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SPECIAL Executive Board Meeting Agenda

Monday, May 18, 2020

11:00 AM

Via teleconference/web - 1 (408) 650-3123

<https://global.gotomeeting.com/join/780625877>

I. CALLING OF THE ROLL – Chair Tom Dale

II. AGENDA ADDITIONS/CHANGES

III. PUBLIC COMMENTS (Comments will be limited to no more than three (3) minutes.)

IV. EXECUTIVE BOARD - ACTION ITEMS

A. Electric Bus Infrastructure Procurement

Staff will present the low bid winner for electric transformers and equipment necessary for electric bus implementation and provide additional information requested about procurement. Staff will ask the Executive Board to consider adoption of RESOLUTION VEB20-006 for the procurement of E-Bus infrastructure.

V. ADJOURNMENT

Θ = Attachment

Agenda order is subject to change.

Mission Statement: *Valley Regional Transit's mission is to leverage, develop, provide, and manage transportation resources and to coordinate the effective and efficient delivery of comprehensive transportation choices to the region's citizens. (ValleyConnect 2.0 Plan approved 04/02/18)*

Arrangements for auxiliary aids and services necessary for effective communication for qualified persons with disabilities or language assistance requests need to be made as soon as possible, but no later than three working days before the scheduled meeting. Please contact Mark Carnopis, Community Relations Manager at 258-2702 if an auxiliary aid is needed.

TOPIC: Electric Bus Infrastructure Transformers

DATE: May 6, 2020

Summary: As requested at the May 5 Executive Board meeting, staff has prepared the following information about the procurement of the electric transformers necessary for conversion to an electric transit fleet.

Break Even Point

Staff presented that owning the electric transformers would be advantageous to VRT because it would allow VRT to avoid a monthly facility charge for the new transformers. The facility charge is estimated to be \$1,850/month or \$22,200/year. Facility charges are assessed for a period of 31 years. Over that timeframe VRT would pay \$688,200 in facility charges. The facility charges would exceed the capital costs within 8.5 years.

Maintenance

Transformers are typically low maintenance facilities with periodic testing for signs of wear. These costs are negligible. The biggest concerns related to maintenance of the transformers is preparation for some kind of unexpected failure. Although rare, because power is critical to daily operations, any failure is an urgent issue. The two actions VRT is taking to address a failure are:

- funding a capital reserve for emergency failures
- developing an emergency failure plan

Contract summary

The procurement in question is a simple equipment purchase and delivery. The transformers come with a standard 12 month warranty and training if necessary when installed. The contract would deliver the transformers in November allowing VRT to stay on target with the electric vehicle infrastructure installation.

Authorization for Expenditure and Resolution: The Authorization for Expenditure and the Resolution have been updated to reference these cost considerations.

More Information:

For detailed information contact: Stephen Hunt, Development Director,
shunt@valleyregionaltransit.org.

**AUTHORIZATION FOR EXPENDITURE
EXECUTIVE BOARD APPROVAL**

PROCUREMENT DESCRIPTION: Electric Vehicles and Infrastructure	TOTAL COST: Not to exceed \$185,961		
<u>PURPOSE/ACTION:</u> Valley Regional Transit is in the process of building the necessary electric infrastructure to support electric vehicles in Ada County.			
<u>SCOPE OF WORK:</u> Procure electric transformers and infrastructure to connect to the power grid to provide electric charge to charging equipment. Procurement of these assets will reduce VRT's operating expenses for electric vehicles.			
<u>DISCUSSION:</u> Valley Regional Transit is building an electric transit fleet to replace the current compressed natural gas fleet over time. Last year VRT was awarded a Federal Transit Administration Low or No Emissions Grant Application for electric vehicles and supporting infrastructure. VRT began working with Idaho Power and Proterra to identify the most cost effective way of securing the necessary infrastructure. It was determined that by purchasing electric transformers VRT would reduce its annual electricity related expenses. VRT issued a competitive bid and WESCO Distribution, Inc. was the low bidder.			
<u>ALTERNATIVES:</u> The alternates would be to use Idaho Power owned transformers and pay monthly facility charges. This would essentially shift capital expenses into our operating budget. Over the life of the facility, these fees would total more than 3.5 times the capital cost.			
<u>FISCAL IMPACT:</u> The funding available for this procurement is included in the Electric Vehicle and Infrastructure Resolution VBD20-001.			
<u>RECOMMENDATION/JUSTIFICATION:</u> Valley Regional Transit staff has worked with both Idaho Power, the local utility, and Proterra to determine the most advantageous approach to building the necessary infrastructure for electric vehicles. Valley Regional Transit also followed all federal and other procurement guidelines in advertising and selecting WESCO Distribution to supply the necessary electric transformers and infrastructure.			
<u>POST RFP/FINAL SELECTION OF PROJECT:</u> VRT staff recommends the VRT Board of Directors approve Resolution VEB20-006 and award the procurement of the electric transformers and associated equipment to WESCO Distribution, 5480 Irving St. Boise, ID 83706, whose total bid price is \$185,961.			
ROUTING #	ORDER OF REVIEW	DATE APPROVED	RESOLUTION #
1	EXECUTIVE DIRECTOR		
2	EXECUTIVE BOARD Approves procurements over \$50,000 but under \$200,000 Signature:	On agenda 5/4/2020	VEB20-006
3	VALLEY REGIONAL TRANSIT BOARD Approves all procurements over \$200,000 Signature:		

EXECUTIVE BOARD RESOLUTION

ELECTRIC BUS INFRASTRUCTURE RESOLUTION VEB20-006

BY THE EXECUTIVE BOARD OF VALLEY REGIONAL TRANSIT TO APPROVE THE CONTRACT WITH WESCO DISTRIBUTION FOR ELECTRIC BUS INFRASTRUCTURE

WHEREAS, pursuant to Idaho Code, Chapter 21, Title 40, and as a result of the approval of the voters of Ada and Canyon Counties on November 3, 1998, a regional public transportation authority (now known as “**Valley Regional Transit**”) was created to serve Ada and Canyon counties; and

WHEREAS, Idaho Code § 40-2109(1) confers to Valley Regional Transit, as a regional public transportation entity, exclusive jurisdiction over all publicly funded or publicly subsidized transportation services and programs except those transportation services and programs under the jurisdiction of public school districts and law enforcement agencies within Ada and Canyon Counties; and

WHEREAS, Valley Regional Transit approved the procurement of electric vehicles and charging infrastructure through RESOLUTION VBD20-001; and

WHEREAS, Valley Regional Transit has worked with Proterra and Idaho Power to determine the most cost effective way deliver power to the charging infrastructure; and

WHEREAS, the Idaho Power facility charge for the electric transformers would exceed the capital cost of purchasing and maintaining the transformers within 8.5 years and purchasing transformers will reduce annual operating expenses on electricity charges; and

WHEREAS, electric transformers and associated equipment have a long lead time and procuring them separately from the infrastructure construction contract will keep the electric bus and infrastructure project on schedule; and

WHEREAS, electric charging equipment was included in the budget authority of RESOLUTION VBD20-001; and

WHEREAS, Valley Regional Transit conducted a competitive bid process and found WESCO Distribution to be the lowest cost responsive bidder; and

WHEREAS, Idaho Code § 40-2109(5) provides that the Board of Valley Regional Transit may adopt resolutions consistent with law, as necessary, for carrying out the purposes of

VEB20-006

Chapter 21, Title 40, Idaho Code and discharging all powers and duties conferred to Valley Regional Transit Pursuant to Chapter 21, Title 40; and

WHEREAS, the Board of Valley Regional Transit has created an Executive Board, conferring specific authority upon it to discharge its powers, pursuant to RESOLUTION VBD11-011.

NOW THEREFORE, BE IT RESOLVED BY THE EXECUTIVE BOARD OF VALLEY REGIONAL TRANSIT:

Section 1. That the Executive Board of Valley Regional Transit approve the procurement of electric transformers and associated equipment from WESCO Distribution for the amount of \$185,961.

Section 2. That the Executive Board delegates authority to the Executive Director to finalize and execute the contract.

Section 3. That this resolution shall be in full force and effective immediately upon its adoption by the Executive Board of Valley Regional Transit and its approval by the Executive Board Chair.

ADOPTED by the Executive Board of Valley Regional Transit, this 4th day of May, 2020.

APPROVED by the Executive Board Chair this ____day of _____, 2020.

ATTEST:

APPROVED:

EXECUTIVE ASSISTANT

CHAIR OF EXECUTIVE BOARD

Valley Regional Transit
 Electrical Equipment Procurement (Electric Bus Infrastructure)
 Potential Vendors List

VENDOR	ADDRESS	PHONE	Contact	Email
Consolidated Electrical Distribution	11589 W Executive Dr, Boise, ID 83713	(208) 377-4140	Travis	tmocaby@cedboise.com
Wesco Distribution Inc	5480 W Irving St, Boise, ID 83706	(208) 322-3200	Dave	Dreeder@wesco.com
Electrical Wholesale Supply Co	5185 W Bethel St, Boise, ID 83706	(208) 375-9900	Jodi	jodi.goodsell@electricalwholesale.com
Graybar Electric Supply	801 S 13th St, Boise, ID 83702	(208) 429-6100	Matt	Matthew.cox@graybar.com
Platt Electric Supply	5603 W Bethel St, Boise, ID 83706	(208) 376-5643	Conner	Conner.floan@platt.com
Anixter Boise	1359 S Maple Grove Rd, Boise, ID 83709	(800) 438-3410	Justin	Justin.shields@anixter.com

No Resposne

No Response

Valley Regional Transit - Bidders Tabulation
RFB-2020-03-27, Electrical Equipment Procurement

Bids Due April 7, 2020 - 4:00 p.m.

				WESCO Distribution		Anixter		CED		Electrical Wholesale Supply		Graybar	
Item	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
MSB2	Main Switchboard per Section 16161	1	EA	\$ 26,711.00	\$ 26,711.00		\$ -		\$ -		\$ -		\$ -
SW1	Pad Mounted Switchgear per Section 16125	1	EA	\$ 66,922.00	\$ 66,922.00	\$ 59,286.00	\$ 59,286.00		\$ -		\$ -		\$ -
TX1	Pad Mounted 750 KVA Transformer per Section 16460	1	EA	\$ 38,587.00	\$ 38,587.00	\$ 30,119.00	\$ 30,119.00		\$ -		\$ -		\$ -
TX2	Pad Mounted 2500 KVA Transformer per Section 16460	1	EA	\$ 69,407.00	\$ 69,407.00	\$ 91,058.00	\$ 91,058.00		\$ -		\$ -		\$ -
TOTAL FOR BID SCHEDULE					\$ 201,627.00		\$ 180,463.00		\$ 218,796.00		\$ -		\$ -

RESPONSIVE BID
Award recommended at a total price of \$185,961.00 with execution of an Award Change Order to remove the Rubber Goods (\$15,666) per the information submitted with WESCO's bid

NON-RESPONSIVE BID
No bid paperwork submitted with bid, only bid on three of the four components, listed additional costs as \$15,663.00 for Rubber Goods and \$9,432.00 for Field Services (testing)

NON-RESPONSIVE BID
Bid submitted late, No bid paperwork submitted with bid, Did not breakout bid per item as instructed on Bid Form

DECIDED NOT TO SUBMIT

DECIDED NOT TO SUBMIT

36114 2004623

1 VALLEY REGIONAL TRANSIT

PROCUREMENT CONTRACTS ADMINIST
700 NE 2ND STREET, SUITE 100
MERIDIAN ID 83642

AFFIDAVIT OF PUBLICATION
STATE OF IDAHO

County of Canyon and Ada

)
)SS.
)

Sharon Jessen
of the State of Idaho, being of first
duly sworn, deposes and says:

1. That I am a citizen of the United States, and at all times hereinafter mentioned was over the age of eighteen years, and not a party to the above entitled action.
2. That I am the Principle Clerk of the Idaho Press-Tribune, a daily newspaper published in the Counties of Canyon and Ada, State of Idaho; that the said newspaper is in general circulation in the said Counties of Canyon and Ada, and in the vicinity of Nampa, Caldwell, and Boise, and has been uninterruptedly published in said Counties during a period of seventy-eight consecutive weeks prior to the first publication of this notice, a copy of which is hereto attached.
3. That the notice, of which the annexed is a printed copy, was published in said newspaper 1 time(s) in the regular and entire issue of said paper, and was printed in the newspaper proper, and not in a supplement.

That said notice was published the following:
03/29/2020

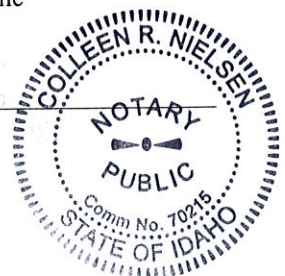
Sharon Jessen

Sharon Jessen
STATE OF IDAHO)
County of Canyon and Ada)

On this 30th day of March in the year of 2020 before me a Notary Public, personally appeared. Sharon Jessen, known or identified to me to be the person whose name is subscribed to the within instrument, and being by me first duly sworn, declared that the statements therein are true, and acknowledge to me that he/she executed the same.

Caressa Wells

Notary Public for Idaho
My Commission expires 06/28/2023



LEGAL NOTICE
ADVERTISEMENT FOR BIDS
REQUEST FOR BIDS VALLEY
REGIONAL TRANSIT
Solicitation No.
RFB 2020-03-27

Valley Regional Transit will accept bids for Solicitation No. 2020-03-27, for Electric Bus Infrastructures electrical equipment. This will include supply and delivery of electrical equipment, including, medium voltage switchgear and transformers, and a low voltage switchboard as described in the solicitation documents.

Delivery of all components specified, will be to VRTs Boise Orchard facility located at 4701 Northrup Street, in Boise, Idaho.

There will be no Pre-Bid meeting.

Solicitation packets are available on the Valley Regional Transit web page at www.valleyregionaltransit.org.

Questions are due by email no later than Tuesday, April 7, 2020 at 4:00 p.m. Emailed questions can be sent to Kelly Jakovac at procurement@valleyregionaltransit.org.

Valley Regional Transit will accept mailed sealed BID responses at the Valley Regional Transit, Meridian Office. Attn: Procurement Dept., 700 NE 2nd St Suite 100, Meridian, ID 83642 until 2:00 P.M. MT on Friday, April 17, 2020.

In determining the lowest responsive bid, the Owner will consider all acceptable bids on a basis consistent with the bid package. The Owner will also consider whether the bidder is a responsible bidder. See solicitation document for more details. All bids must be signed and accompanied by evidence of authority to sign.

Disadvantaged business enterprises will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, religion, sex, national origin, or an award of any contract entered into pursuant to this advertisement.

March 29, 2020 2004623