



Date: August 13, 2024

Honorable Mayor and Council Members:

Danielle McHugh, Transportation Program Analyst, Alfred Knotts, Transportation Program Manager, and Riley Powers, Assistant Engineer

Title: Railyard Mobility Hub Phase 2A (C2406) Budget Amendment, Construction Contract Award, Construction Management Contract, Design Contract Amendment and Purchase of Electric Vehicle Chargers

Jen Callaway, Town Manager

Recommended Action: Council to:

1. Amend the existing Railyard Mobility Hub Phase 2A Project, C2406, budget to increase the Fiscal Year 24/25 budget by \$263,661 from the General Fund for a total CIP budget of \$1,991,591. \$138,050 of this will be from the Sustainability Designation and the balance of \$125,611 from undesignated fund balance;
2. Award Construction Contract and authorize the Town Manager execute the Railyard Mobility Hub Phase 2A Project construction contract with Ruppert, Inc. in the amount of \$1,292,862; and authorize a 10% contingency amount of \$129,286 (10%) for a total authorized construction expenditure amount of \$1,422,148;
3. Authorize the Town Engineer to approve contract change orders or changes to unit quantities within the approved contingency amount;
4. Authorize the Town Manager to execute a contract with Construction Materials Engineers Inc (CME) for construction support services in the amount of \$77,370 and authorize a 10% contingency amount of \$7,737 for a total authorized expenditure amount of \$85,107;
5. Authorize the Town Manager to execute a contract amendment with Eastern Sierra Engineering (ESE) in the amount of \$19,000 and authorize a 15% contingency amount of \$2,850 to increase the total authorized contract amount to \$71,780 for additional construction engineering services for the Railyard Mobility Hub Phase 2A project; and
6. Authorize the purchase of two (2) Ford Motor Company Level 3 Direct Current Fast Chargers for installation at the Mobility Hub in the amount of \$242,897.38

Discussion:

The Railyard Mobility Hub Phase 2A Project (C2406) will construct a public parking lot adjacent to Phase 1 of the Mobility Hub with a total of four (4) electric vehicle chargers. Two (2) dual port Level 3 Direct Current Fast Chargers will be installed within the bus circulation area for use by the Transit Fleet (and other municipal fleet vehicles as needed), and two (2) Level 2 chargers will be installed in the parking lot, providing charging for three parking spaces for public use. The primary funding source for C2406 is the Transit and Intercity Rail Capital Program (TIRCP) grant that was awarded to the Town in April 2023 for the overall "Keep Truckee Moving: Expansion and Electrification" project. The Keep Truckee Moving project includes multiple components, including the purchase of zero-emissions vehicles for the transit fleet, as well as Phase 2A and Phase 2B of the Mobility Hub. Of the total \$4,437,000 grant amount, the Town was allocated \$1,416,000 for the Mobility Hub Phase 2A project.

Construction Contract Award

The construction contract was advertised on the Town’s website and notifications were sent via the website notification system. Bids were received from three (3) bidders on July 25, 2024, summarized below.

Table 1: Bid Summary

Contractor	Bid Amount
Rupert Inc	\$1,292,862.00
Q&D Construction	\$1,550,580.00
The DesignsBuild Inc	\$1,672,741.00

The low bidder was Rupert, Inc. with a bid amount of \$1,292,862.00, which was slightly below the Engineer’s Estimate of \$1,293,905.25. Staff has compared Rupert’s bid to both the Engineer’s Estimate and other bids; did not identify any irregularities; and determined that Rupert, Inc. was the lowest responsive bid.

Consistent with the information outlined above, Staff is recommending the award of the bid in the amount of \$1,292,862, plus a construction contingency budget of 10% (\$129,286) for a total authorized contract expenditure of \$1,422,148. The contingency budget would be used to address unforeseen or change in site conditions, the potential for inconsistencies and oversights in the plans and specifications, and the potential for project improvements that were not identified as a part of the plans and specifications.

The contract requires project completion to occur no later than September 30, 2024.

Construction Management and Inspection Contract with CME

A Request for Qualifications (RFQ) for “On-call Construction Management and Inspection Services” was advertised on the Town website on February 21, 2024. The top three firms (Construction Materials Engineers, Inc., 4LEAF, Inc., and DOWL) were placed on a pre-qualified on-call list for the Town. Construction Materials Engineers, Inc. (CME) has been selected to provide construction management services for the Mobility Hub Phase 2A project based on their qualifications, experience, and proximity to the project location, as they are currently providing services for the West River Streetscapes Project (C1703), the Legacy Trail Phase 4A project (C0702), and the West River Street Park Project (C1817).

Attachment 1 presents the proposed scope of work and cost estimate for the contract with CME. Staff recommends executing a contract with CME for construction management and inspection services in the amount of \$77,370 and authorizing a 10% contingency amount of \$7,737 for a total authorized expenditure amount of \$85,107. If Town staff is able to provide any of the construction management services in lieu of CME’s contract, it will result in overall cost savings to the contract and the project as a whole.

Contract Amendment with Eastern Sierra Engineering

A contract in the amount of \$49,930 was executed with ESE for Final Design of Phase 2A of the Railyard Mobility Hub in 2023. Additional design work above and beyond what was originally anticipated is required for the completion of Phase 2A, including the addition of a crosswalk and an infiltration trench, as well as changes to EV charger locations, lights, future electric loads, and reengagement of meters and transformers. Staff has also requested ESE provide Construction Engineering assistance, including responding to contractor’s Request for Information and/or Request for Clarification, reviewing submittals as necessary, and preparing plan revisions as needed; and provision of “Record Drawings” to complete the project closeout phase. In total, this additional scope of work is estimated to cost an additional \$19,000, as outlined in the proposal provided by ESE (**Attachment 2**). Staff is recommending that Council authorize the Town Manager to execute a contract amendment with ESE to include the work

identified in the attached scope of work, plus a 15% contingency, increasing the total authorized expenditure amount to \$71,780.

Electric Vehicle Charging Station Purchase Order

Staff has researched various electric vehicle charging station vendors and determined that Ford Motor Company offers the best option for our Fleet chargers for multiple reasons, as follows:

- Ability to ensure consistency in both hardware and software for the Town’s current and future EV Fleet. Note that Ford charges are being installed at the Town’s Riverview site to provide overnight charging facilities for the new EV vans.
- The Ford Pro Depot Charging Software is a web-based dashboard that provides a one-stop interface for remote monitoring and energy management for each electric vehicle in the fleet and is compatible with both the Level 2 and Level 3 chargers.
- The software contains monitoring and management services that directly enhance electric vehicle fleet operations, such as charging station status, network connectivity, and equipment faults, as well as configurable reports with comprehensive analysis of energy dispensed, energy economy, service status, environmental credits and more.
- Ford Motor Company meets the exception to competitive bidding per the Town’s Purchasing “Rules and Regulations” adopted in 2020. This is due to the fact Ford Motor Company has provided government pricing with an arrangement through Sourcewell to provide below retail value pricing to government customers, including the Town.

Due to the lead time on the Level 3 chargers, installation will likely occur in Spring of 2025 through a separate Town contract with a certified electrician. For the Level 2 publicly-accessible charging stations, Staff will be procuring ChargePoint stations, similar to the stations at Town Hall, in order to ensure consistency in both hardware and software. The cost for procurement and installation for these stations is included in the C2406 budget.

Attachment 3 presents the quote received, which is based on the Sourcewell contract pricing, Contract #101520-FMC. The quote includes warranties, totaling \$220,815.80. Staff recommends Council approve a Purchase Order not to exceed \$242,897.38 (quote amount plus 10% contingency for sales tax) with Ford Motor Company for the purchase of two (2) Level 3 Fast Chargers, which includes tax and standard industry warranties.

Priority:

<input type="checkbox"/> Enhanced Communication	<input checked="" type="checkbox"/> Climate and Greenhouse Gas Reduction	<input type="checkbox"/> Housing
<input checked="" type="checkbox"/> Infrastructure Investment	<input type="checkbox"/> Emergency and Wildfire Preparedness	<input checked="" type="checkbox"/> Core Service

Fiscal Impact:

CIP Budget Amendment

The adopted FY24/25 CIP budget for C2406 includes \$1,678,000 in funding. The majority of this funding is provided by the TIRCP grant, with another \$172,000 provided through the State of Good Repair (SGR) Program, which provides additional funding for transit infrastructure repair and service improvements, and \$90,000 in Town General Funds. Since the adoption of the budget, staff has received updated cost estimates for utility work and materials, including a high-voltage transformer required for Level 3 electric vehicle chargers, construction management and inspection services, construction design assistance and record drawings. The total estimated project cost in FY24/25 for construction, utility work, and electric vehicle charger procurement and installation is \$1,941,661, as summarized below.

Table 2: Estimated FY 24/25 Construction Costs for Railyard Mobility Hub Phase 2A Project, C2406

Description	Estimated Cost
Construction Contract plus 10% Contingency	\$1,422,148
Work outside Construction Contract (Utility Work, Material Testing)	\$122,056
Construction Management Service (including 10% contingency)	\$85,107
Construction Engineering Design Services (including 15% Contingency)	\$21,850
Electric Vehicle Chargers and Installation	\$290,500
Total	\$1,941,661

The adopted Capital Improvement Program (CIP) budget for C2406 for FY24/25 is \$1,678,000, which is not adequate to fund the total project cost. The increase in cost, as described in the Staff Report, is attributable to the purchase of Level 3 Electric Vehicle chargers, additional scope for the construction engineering, as well as the need to outsource construction management services.

Staff recommends increasing the FY24/25 budget for C2406 from the current budget amount of \$1,678,000 to the proposed budget amount of \$1,941,661 as outlined in Table 3 of this staff report. Staff is requesting a budget increase in the amount of \$263,661. This increase will use \$138,050 of Sustainability Designation (reducing it to zero at FY 24/25 year end) and the balance (\$125,611) from undesignated fund balance, to increase the total General Fund funding to \$353,661.

Table 3: Proposed C2406 Budget

FUNDINGSOURCES	Adopted FY24/25	Proposed FY24/25 Increase	Proposed FY24/25 Budget
General Fund	\$ 90,000	\$ 263,661	\$ 353,661
Transit and IntercityRail Capital Program (TIRCP)	\$ 1,416,000	\$ -	\$ 1,416,000
State of Good Repair (SGR)	\$ 172,000	\$ -	\$ 172,000
TOTAL:	\$ 1,678,000	\$ 263,661	\$ 1,941,661
EXPENDITURES	Adopted FY24/25	Proposed FY24/25 Increase	Proposed FY24/25 Budget
Design	\$ -	\$ -	
Construction	\$ 1,618,000	\$ (73,796)	\$ 1,544,204
EVChargers and Installation		\$ 290,500	\$ 290,500
Construction Inspection & Engineering	\$ 60,000	\$ 46,957	\$ 106,957
TOTAL:	\$ 1,678,000	\$ 263,661	\$ 1,941,661

Public Communication: In addition to the posting of this staff report and associated agenda, the Town of Truckee website was used to notify the public and contractors of the Construction Bid for the Railyard Mobility Hub Phase 2A Project. The project was also posted through Quest CDN.

Attachments:

Attachment 1: CME Scope of Work and Cost Estimate

Attachment 2: ESE Contract Amendment Proposal

Attachment 3: Ford Level 3 DCFC Quote