



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: February 23, 2023	Subject: Resolution No. 3027 Authorizing City Manager to Execute a Contract for Bus Station Electronic Display Signage Staff Member: Eric Loomis, Transit Operations Manager Department: SMART	
Action Required <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda	Advisory Board/Commission Recommendation <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt the Consent Agenda.		
Recommended Language for Motion: I move to adopt the Consent Agenda.		
Project / Issue Relates To:		
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable

ISSUE BEFORE COUNCIL:

To select Urban Solar, a qualified contractor, to deliver Bus Station Electronic Display Signage for bus stops in the City of Wilsonville.

The contractor will be responsible for providing and installing Bus Station Electronic Display Signage and working with staff to ensure they are performing as expected to provide transit riders with information about bus arrivals.

EXECUTIVE SUMMARY:

SMART received a STIF Discretionary grant award to purchase bus stop electronic displays in the FY21-23 biennium. SMART released a Request for Proposals on October 19, 2022 for qualified contractors. Three companies submitted qualified proposals on November 21, 2022. Staff reviewed and scored proposals, and interviewed proposers during January 2023. Staff recommends Urban Solar for this contract award. The contract will be substantially in the form attached to the resolution, subject to final negotiation of the terms by the City Attorney.

EXPECTED RESULTS:

Contract approval with Urban Solar and their subsequent performance to deliver electronic bus display signage.

TIMELINE:

Ordering of equipment will take place upon execution of the agreement and project completion is estimated for June 2023.

CURRENT YEAR BUDGET IMPACTS:

The total contract fee is not to exceed \$248,020. This project is budgeted with a combination of Statewide Transportation Improvement Fund (STIF) discretionary grant funding and local transit tax match.

COMMUNITY INVOLVEMENT PROCESS:

This project is part of efforts to provide modern amenities and increase ease of use for our transit riders. These kinds of technology improvements were recommended based on community engagement during the last Transit Master Plan process in 2017.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

These electronic displays will contribute to SMART's mission to provide convenient, safe, and reliable transportation services in a fiscally responsible manner to meet the needs of Wilsonville residents, employees, and visitors of all ages, ethnicities, and income levels.

ALTERNATIVES:

N/A

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 3027
 - A. Goods and Services Agreement