

**COUNCIL ACTION FORM**

**SUBJECT: CYRIDE SINGLE SOURCE PROCUREMENT OF AUTOMATIC PASSENGER COUNTERS TO DILEX OF SAINT-LAMBERT, QC CANADA IN THE AMOUNT OF \$59,035**

**BACKGROUND:**

Accurate counting of the number of passengers getting on and off a bus is an important data requirement for planning and statistical reporting at the local, state, and national level. Also, annual formula funding and grant awards are based on this data, so accurate counts are critical to the mission and success of CyRide.

Currently CyRide completes these counts manually with each driver pressing a button on a tally counter mounted near the driver as passengers get on a bus. This manual method can be less accurate, it is time consuming (thereby slowing down the boarding process for customers), and it distracts the bus driver from other important tasks. Therefore, CyRide has received approval by the Transit Board of Trustees at its February 28, 2017 meeting for a demonstration project to purchase and install Automatic Passenger Counters (APCs), which are an electronic method of completing this task on each bus. The annual cost of a software license would also be included in this purchase.

CyRide has researched available APC systems and found that there are three known APC manufacturers within the United States: DILAX, InfoDev and Iris. CyRide has tested two of the three systems and found the DILAX equipment to be the most reliable and accurate after installing both systems on CyRide buses and operating them in daily service. The equipment provided by the second firm, InfoDev, was proven to be unreliable on CyRide's system due to its heavy passenger loads, as well as has been found to have customer support issues at other transit systems. The Iris system was not tested, as its equipment is only available through distributors and requires the purchase of separate analysis software at a significant upcharge.

As a result, the purchase of Automatic Passenger Counters by CyRide is recommended as a single source procurement, since there is only one practical source of equipment. Additional information has been provided to the City of Ames Purchasing Division for consideration of this request and received approved for the single source purchase. A price analysis was also performed and found that the DILAX proposal was comparable to the other manufacturers used by CyRide to test this equipment.

Specifically, the equipment to be purchased and budget identified below would be secured if approved.

<b>Itemized Costs</b>	<b>Dollars</b>
4 Sets of Automatic Passenger Counter Hardware	\$ 14,076
Installation of new units	\$ 8,333
Annual Software License (4 new articulated + 4 existing units)	\$ 36,626
<b>Total</b>	<b>\$ 59,035</b>
<b>Budget</b>	
Federal Grant	\$ 34,614
Local	\$ 24,421
<b>Total</b>	<b>\$ 59,035</b>

This project completes the purchase of equipment planned as part of the articulated bus procurement, which was contained in the 2016-21 Capital Improvements Plan.

#### **ALTERNATIVES:**

1. Approve the single source procurement of automatic passenger counters, installation and associated annual software licenses with DILAX Systems, Inc. of Saint-Lambert, QC Canada in the amount of \$59,035.
2. Reject Alternative #1 and direct staff to modify the procurement to reflect City Council priorities.

#### **MANAGER'S RECOMMENDED ACTION:**

Alternative No. 1 will allow CyRide to move forward with needed passenger counting equipment and web based analysis software that can be used to enhance CyRide's customer experience and improve its efficiency.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the single source procurement of automatic passenger counting equipment, installation, and associated annual software licenses to DILAX Systems, Inc. of Saint-Lambert, QC Canada in the amount of \$59,035.