

**Metro**Los Angeles County
Metropolitan Transportation AuthorityOne Gateway Plaza
Los Angeles, CA 90012-2952213.922.2000
metro.net**SYSTEM SAFETY AND OPERATIONS COMMITTEE
SEPTEMBER 20, 2012****SUBJECT: FACILITIES MAINTENANCE CONTRACTS AND ADMINISTRATION
MAINTENANCE CONTRACTS MODIFICATIONS****ACTION: APPROVE CONTRACT MODIFICATION****RECOMMENDATION**

Authorize the Chief Executive Officer to execute modifications for the following contracts:

- A. Anti-Graffiti Film Replacement and Installation Services - OP33442235 – XInt Tint: Increase contract value to improve anti-graffiti film replacement frequency from an eight-week cycle with a 60% replacement rate to a four-week cycle and a 100% replacement rate, and continue performing maintenance services on the recently expanded system including Exposition Phase I (Expo I) and the Metro Orange Line Extension (MOLE). Increase the current contract not-to-exceed amount of \$1,988,505, by \$2,118,850, for a new total contract amount not-to-exceed \$4,107,355.
- B. Tree Trimming Services – OP33442483 – Davey Tree: Increase contract value to provide major tree trimming and improvements within the 41 Caltrans Park and Ride (P&R) lots, Expo I, and continue performing maintenance services system-wide. Increase the current contract not to exceed amount of \$253,797, by \$600,000 for a new total contract amount not-to-exceed \$853,797.
- C. Power Sweeping Services – OP33442097 – Nationwide Environmental Services: Increase contract value to continue providing power sweeping services within the 41 Caltrans P&R lots; increase service frequency from twice a month to once a week; continue enhanced power sweeping maintenance services system-wide inclusive of the Expo I and MOLE; and contingency for up to four months extension of the performance period while a new procurement is completed. Increase the current contract not-to-exceed amount of \$4,104,490, by \$989,000, for a new total contract amount not- to-exceed \$5,093,490.

D. Right-Of-Way Trash and Vegetation Removal Services – OP33442103 – Woods Maintenance Services: Increase contract value to provide trash and vegetation removal services within the 41 Caltrans P&R lots; the Union Pacific (UP) Right-Of-Way (ROW) sections adjacent to the Metro Blue Line stations; enhance maintenance services system-wide including Expo I and MOLE; and contingency for up to five months extension of the performance period while a new procurement is completed. Increase the current contract not-to-exceed amount of \$5,157,880 by \$1,107,366, for a new total contract amount not-to-exceed \$6,265,246.

ISSUE

Facilities Maintenance (FM) Contracts and Administration is responsible for managing 27 multi-year contracts, POs and MOUs for a total value of \$40 million, providing maintenance services for all bus and rail divisions, 109 bus and rail stations, 64 Metro owned parking lots, and over 159 miles of ROWs. For years, Caltrans P&R lots located adjacent to Metro stations have typically been perceived by the public to be Metro's responsibility and a persistent source of complaints due to their condition. As of March 1, 2012, Metro staff received authorization from Caltrans to perform regular graffiti abatement and power sweeping maintenance services within the 41 Caltrans P&R lots.

Metro facilities are required to be kept clean with well-trimmed vegetation in an effort to provide a transit system with an inviting curb appeal for our patrons. The facilities need to be safe, clean, and free of graffiti/etching and trash. Existing funds are insufficient to provide enhanced maintenance services for the entire period of performance on the contracts listed above due to the addition of these usual and critical maintenance services to the 41 Caltrans P&R lots; 10 Expo Phase I Stations; four Orange Line Extension Stations; 10 UP right-of-way sections adjacent to Metro stations; to correct the result of previously deferred landscape maintenance; and to increase service frequencies that meet improved Metro appearance and maintenance standards.

DISCUSSION

These contract modifications will allow Metro Facilities Maintenance to increase service frequency, improve maintenance repair, and replacement intervals to further advance efforts to improve the overall appearance of stations and terminals throughout the County, and to keep up with increased maintenance responsibilities due to system expansion.

This action establishes the authority necessary to continue providing routine maintenance services, avoiding service interruption, and improving service frequency to enhance facilities overall appearance and cleanliness as well as continue providing safe, clean, on-time, and reliable service to Metro patrons.

DETERMINATION OF SAFETY IMPACT

The approval of this item will improve facilities cleanliness and overall appearance as well as reduce deferred maintenance through improving service frequency and maintenance services quality.

FINANCIAL IMPACT

Funding of \$4,200,000 for these services is included in the FY13 budget in cost center 3367, Facilities Property Maintenance, account 50308, Service Contract Maintenance, under projects 610041 Property Management, 410028 Caltrans Property Maintenance, 300014 Regional Activities, 300022 Blue Line Maintenance, 300033 Green Line Maintenance, 300044 Red Line Maintenance, 300055 Gold Line Maintenance, 300066 Expo Line Maintenance, 301012 Orange Line Maintenance and 306002 Bus Operations Maintenance.

The total contract increase requested is \$4,815,216. Since these are multi-year contracts, the cost center Manager, Project Managers and Executive Director will be accountable for ensuring that the balance is budgeted in future years. In FY12, \$2,248,500 was expended on operations and maintenance with these contracts.

Impact to Budget

The source of funds for these contracts is the Enterprise Fund, and Lease Revenues. These funds are eligible for bus and rail operating costs. No other sources of funds were considered as these are designated for bus operating expenditures.

ALTERNATIVES CONSIDERED

Staff considered reducing maintenance frequency levels. However, deferring these services is not recommended as this will have a negative impact on Metro's overall transit system through increased graffiti and vandalism, the presence of trash, overgrown vegetation, and creation of unsafe conditions due to the lack of proper maintenance which then may result in a negative impact on Metro ridership.

NEXT STEPS

An updated maintenance schedule for all Metro bus and rail facilities and Caltrans P&R lots has been developed to reflect the additional properties and improved service frequencies. Improved services will begin immediately in the second quarter of FY13.


ATTACHMENTS


- A. Procurement Summary – Anti-Graffiti Film Replacement and Installation
- B. Procurement Summary – Tree Trimming Services
- C. Procurement Summary – Power Sweeping Services

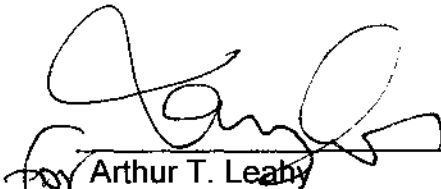
D. Procurement Summary – ROW Trash and Vegetation Removal Services

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Michelle Lopes Caldwell
Chief Administrative Services Officer


Frank Alejandro
Chief Operations Officer


for Arthur T. Leahy
Chief Executive Officer

PROCUREMENT SUMMARY

INCREASE CONTRACT EXPENDITURE AUTHORITY FOR ANTI-GRAFFITI FILM REPLACEMENT AND INSTALLATION SERVICES - OP33442235

1.	Contract Number: OP33442235	
2.	Recommended Vendor: Xlnt Tint of Anaheim, Inc.	
3.	Type of Procurement (check one) : <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> RFP – A&E <input type="checkbox"/> Non-Competitive <input checked="" type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: August 7, 2008	
	B. Advertised/Publicized: August 16, 2008	
	C. Pre-proposal/Pre-Bid Conference: August 28, 2008	
	D. Proposals/Bids Due: September 17, 2008	
	E. Pre-Qualification Completed: October 2, 2008	
	F. Conflict of Interest Form Submitted to Ethics: September 29, 2008	
	G. Protest Period End Date: NA	
5.	Solicitations Picked up/Downloaded: 29	Bids/Proposals Received: 9
6.	Contract Administrator: Tom Meng	Telephone Number: (213) 922-1074
7.	Project Manager: Lena Babayan	Telephone Number: (213) 922-8877

A. Procurement Background

XLNT Tint of Anaheim, Inc. (XLNT) provides anti-graffiti film guard installation and window tinting services, including the installation and replacement of various types of film on glass panels used throughout Metro transit facilities.

The XLNT Contract was effective December 8, 2008. Four modifications have been issued under this Contract as follows:

Modification No. 1 was an administrative change in Contract Administrator.

Modification No. 2 was to exercise the first option year and increase the Not-To-Exceed (NTE) amount of \$1,171,800 by \$402,318 for a new total Contract NTE amount of \$1,574,118,

Modification No. 3 added the Exposition Line (Expo I) facilities to the scope of work.

Modification No. 4 was to exercise the second option year and increase the Not-To-Exceed (NTE) amount of \$1, 574,118 by \$414,387 for a new Contract NTE amount of \$1,988,505.

This action represents a modification to improve anti-graffiti film service frequency from an eight-week cycle with a 60% replacement rate to a four-week cycle with a 100% replacement rate and to continue performing maintenance services system-wide including Expo I and Metro Orange Line Extension (MOLE).

The contract Not-To-Exceed (NTE) amount is \$1,988,505, to be increased by \$2,118,850 for a new Contract NTE amount of \$4,107,355.

B. Evaluation of Proposals/Bids

This modification is for an expansion of services currently provided. The Contractor's performance on current work has been satisfactory.

C. Cost/Price Analysis Explanation of Variances

The recommended price has been determined to be fair and reasonable based on price analysis. Staff was able to negotiate the same unit rate pricing from Option Year One = applied to Option Year Two. Therefore there is no unit price rate increase for Option Year Two. This represents a three percent cost savings for Option Year Two work.

D. Background on Recommended Contractor

XLNT Tint of Anaheim, Inc. (XLNT) specializes in providing anti-graffiti and solar film services for residential, commercial and automotive applications. XLNT has been in business since 1988 and has facilities in Anaheim, California and Owens, Maryland. Some of their current customers include the Federal Bureau of Investigation (FBI), Anaheim Memorial Hospital, Kaiser West LA, and SBC/ATT. XLNT has been providing anti-graffiti and solar film replacement services to Metro since 1999.

XLNT has provided quality anti-graffiti film and window tinting services to Metro under this contract and the past two contracts OP33440807 and OP33440653.

PROCUREMENT SUMMARY

INCREASE CONTRACT EXPENDITURE AUTHORITY FOR TREE TRIMMING SERVICES - OP33442483

1.	Contract Number: OP33442483	
2.	Recommended Vendor: Davey Tree Surgery company	
3.	Type of Procurement (check one) : <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> RFP – A&E <input type="checkbox"/> Non-Competitive <input checked="" type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: January 11, 2010	
	B. Advertised/Publicized: January 14, 2010	
	C. Pre-proposal/Pre-Bid Conference: January 21, 2010	
	D. Proposals/Bids Due: February 8, 2010	
	E. Pre-Qualification Completed: March 9, 2010	
	F. Conflict of Interest Form Submitted to Ethics:	
	G. Protest Period End Date: April 7, 2010	
5.	Solicitations Picked up/Downloaded: 10	Bids/Proposals Received: 9
6.	Contract Administrator: Tom Meng	Telephone Number: (213) 922-1074
7.	Project Manager: Lena Babayan	Telephone Number: (213) 922-8877

A. Procurement Background

Davey Tree Surgery Company (Davey) provides tree trimming services throughout Metro facilities. The solicitation was performed as an Invitation For Bid (IFB) to establish a competitively procured Firm Fixed Unit Rate Price contract. The Davey contract was effective May 10, 2010.

Two modifications were issued under this contract as follows:

Modification No. 1 was to increase the Contract NTE amount of \$153,797 by \$100,000 to a new contract NTE amount of \$253,797.

Modification No. 2 was to add Expo I facilities to the scope of work.

This action represents a modification to increase the Davey contract value to provide major tree trimming and improvements within the 41 Caltrans P&R lots, and continue performing maintenance services systems-wide including Expo I.

The contract Not-To-Exceed (NTE) amount of \$253,797 is to be increased by \$600,000, for a new contract NTE amount of \$853,797.

B. Evaluation of Proposals/Bids

This modification is for an expansion of services currently provided. The Contractor's performance on current work has been satisfactory.

C. Cost/Price Analysis Explanation of Variances

The recommended price has been determined to be fair and reasonable based upon a price analysis comparison with recent competitive procurement activity for these same services at other Metro Divisions. The research indicates that the unit rates are comparable to those rates recently obtained in the competitive market.

D. Background on Recommended Contractor

Davey has been in business since the 1880s. Davey's global headquarters are in Ohio but it has regional offices throughout the United States and Canada. Davey's regional office in California is in Livermore.

PROCUREMENT SUMMARY

INCREASE CONTRACT EXPENDITURE AUTHORITY FOR POWER SWEEPING SERVICES – OP33442097

1.	Contract Number: OP33442097	
2.	Recommended Vendor: Nationwide Environmental Services, Division of Joe's Sweeping Services, Inc.	
3.	Type of Procurement (check one) : <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> RFP – A&E <input type="checkbox"/> Non-Competitive <input checked="" type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: October 8, 2007	
	B. Advertised/Publicized: October 8 and 11, 2007	
	C. Pre-proposal/Pre-Bid Conference: October 18, 2007	
	D. Proposals/Bids Due: November 5, 2007	
	E. Pre-Qualification Completed: November 8, 2007	
	F. Conflict of Interest Form Submitted to Ethics: November 26, 2007	
	G. Protest Period End Date: January 22, 2008	
5.	Solicitations Picked up/Downloaded: 12	Bids/Proposals Received: 2
6.	Contract Administrator: Tom Meng	Telephone Number: (213) 922-1074
7.	Project Manager: Lena Babayan	Telephone Number: (213) 922-8877

A. Procurement Background

Nationwide Environmental Services, a Division of Joe's Sweeping Services, Inc. (NES) provides power sweeping services for Metro facilities and was awarded contract OP33442097 on January 29, 2008. The solicitation was performed as an Invitation For Bid (IFB) to establish a competitively procured, Firm Fixed Unit Rate Price contract.

The NES contract was effective May 10, 2010. Seven modification have been issued under this contract as follows:

Modification No. 1 was issued to increase the Not-To-Exceed (NTE) contract amount of \$3,735,674 by \$2,340 for a new contract NTE amount of \$3,738,014 and to add power sweeping to the temporary parking lots at the Metro Gold Line.

Modification No. 2 was issued to increase the Not-To-Exceed (NTE) contract amount of \$3,738,014 by \$1,170 for a new contract NTE amount of \$3,739,184 and add Metro Gold Line Eastside Extension (MGLEE) parking lots.

Modification No 3 was issued to increase the NTE contract amount of \$3,739,184 by \$46,490 for a new contract NTE amount of \$3,785,674 and revise the Schedule of Quantities and Prices Form, Exhibit A to include MGLEE Atlantic Blvd. parking structure prices.

Modification No. 4 was issued to exercise option year one from February 1, 2011 through January 31, 2012.

Modification No. 5 was issued to increase the NTE amount of \$3,785,674 by \$12,795 for a new contract NTE amount of \$3,798,469 and to revise the Schedule of Quantities and Prices Form, Exhibit A to service covering MSSC/Bauchet Street, Bus Layover 54, Location 120, Oxford Street Bus Layover 56, Red Line Bus Terminal 46, and Division 11 Blue line Yard.

Modification No. 6 was issued to increase the contract NTE amount of \$3,798,469 by \$16,020.77 for a new contract NTE amount of \$3,814,489.77 and exercise option year two for a new contract end date of January 31, 2013.

Modification No.7 was issued to increase the contract NTE amount of \$3,814,498.77 by \$290,000.23 for a new contract of NTE amount of \$4,104,490 and to add Caltrans P&R lots with twice per month frequency.

This action represents a modification to the NES contract to increase contract value to improve power sweeping service frequency within the 41 Caltrans P&R lots from twice a month to once a week service frequency, continue performing improved maintenance services system-wide including Expo I, MOLE, and extend the performance period by four months through May 31, 2013.

The contract Not-To-Exceed (NTE) amount of \$4,104,490 is to be increased by \$989,000, for a new total contract NTE amount of \$5,093,490.

B. Evaluation of Proposals/Bids

This modification is for an expansion of services to the current contract. The Contractor's performance on current work has been satisfactory.

C. Cost/Price Analysis Explanation of Variances

The recommended price has been determined to be fair and reasonable. Contractor has agreed to their pricing firm during the extended performance period.

D. Background on Recommended Contractor

NES has been in business since 1968 providing quality power sweeping services using state of the art equipment. NES is headquartered in Norwalk, California. Some of their recent municipal customers include the Cities of Downey, Corona, Huntington Beach, Montebello, Norwalk, and Pico Rivera. NES has been providing power sweeping service to Metro facilities since 1998.

PROCUREMENT SUMMARY

**INCREASE CONTRACT EXPENDITURE AUTHORITY FOR RIGHT-OF-WAY TRASH
AND VEGETATION REMOVAL SERVICES – OP33442103**

1.	Contract Number: OP33442103	
2.	Recommended Vendor: Woods Maintenance Services, Inc.	
3.	Type of Procurement (check one) : <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> RFP – A&E <input type="checkbox"/> Non-Competitive <input checked="" type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: October 16, 2007	
	B. Advertised/Publicized: October 16, 17, and 19, 2007	
	C. Pre-proposal/Pre-Bid Conference: October 17, 2007	
	D. Proposals/Bids Due: November 13, 2007	
	E. Pre-Qualification Completed: November 19, 2007	
	F. Conflict of Interest Form Submitted to Ethics: November 30, 2007	
	G. Protest Period End Date: January 22, 2008	
5.	Solicitations Picked up/Downloaded: 32	Bids/Proposals Received: 9
6.	Contract Administrator: Tom Meng	Telephone Number: (213) 922-1074
7.	Project Manager: Lena Babayan	Telephone Number: (213) 922-8877

A. Procurement Background

Woods Maintenance Services, Inc. (Woods) provides of Right-of-Way (ROW) trash and vegetation removal services for Metro facilities. The solicitation was performed as an Invitation For Bid (IFB) to establish a competitively procured, Firm Fixed Unit Rate Price contract.

The Woods contract was effective January 28, 2008. Three modifications have been issued under this Contract to date as follows:

Modification No. 1 was issued to add Article VI, Railroad Worker Safety Plan to the scope of work.

Modification No. 2 was issued to increase the NTE amount of \$2,812,680 by \$2,112,240 for a new contract NTE amount of \$4,924,920, to exercise Option years 1 & 2 for a new ending performance period of February 28, 2013, and to add three FTE's to the work crew.

Modification No 3 was issued to increase the NTE contract amount of \$4,924,920 by \$232,960 for a new contract NTE amount of \$5,157,880, add Expo I to the scope of work, and extend the performance period to February 27, 2013.

This action represents a modification to Woods contract OP33442103, to increase contract value to provide major trash and vegetation removal services within the 41 Caltrans P&R lots and the neighboring Union Pacific ROW along Metro Blue Line, continue performing maintenance services system-wide including Expo I, MOLE, and extend the performance period by five months through July 31, 2013. The contract Not-To-Exceed (NTE) amount of \$5,157,880 is to be increased by \$1,107,366, for a new total NTE amount of \$6,265,246.

B. Evaluation of Proposals/Bids

This modification is for an expansion of services currently provided. The Contractor's performance on current work has been satisfactory.

C. Cost/Price Analysis Explanation of Variances

The recommended price has been determined to be fair and reasonable based upon price analysis comparison with recent competitive procurement activity for these same services at other Metro Divisions. The research indicates that the unit rate offered for this extension is the same rate offered in 2008.

D. Background on Recommended Contractor

Woods started out under its original name of D&B Maintenance Service Inc., as a janitorial maintenance contractor in 1975. They reorganized under its current name in 1997. Woods also provides high pressure washing and steam cleaning work, graffiti control, and trash and vegetation removal services. Woods has been providing ROW trash and vegetation removal services to Metro since 1997.