

PROCUREMENT SUMMARY

LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES – GOLD LINE
FOOTHILL EXTENSION / OP5608900

1.	Contract Number: OP5608900	
2.	Recommended Vendor: Woods Maintenance Services, Inc.	
3.	Type of Procurement (check one): <input type="checkbox"/> RFP <input checked="" type="checkbox"/> IFB <input type="checkbox"/> IFB-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: April 20, 2016	
	B. Advertised/Publicized: April 20, 2016	
	C. Pre-proposal/Pre-Bid Conference: May 3, 2016	
	D. Proposals/Bids Due: May 18, 2016	
	E. Pre-Qualification Completed: June 9, 2016	
	F. Conflict of Interest Form Submitted to Ethics: June 18, 2016	
	G. Protest Period End Date: August 25, 2016	
5.	Solicitations Picked up/Downloaded: 14	Bids/Proposals Received: 3
6.	Contract Administrator: Rommel Hilario	Telephone Number: (213) 922-4654
7.	Project Manager: Shaunt Avanesian	Telephone Number: (213) 922-5931

A. Procurement Background

This Board Action is to approve contract award in support of Facilities Maintenance to provide landscape and irrigation maintenance services throughout Metro Gold Line Foothill Extension facilities which consists of eleven miles of Right-of-Way (ROW), six passenger stations, ten traction power sub-stations (TPSS), one Operations and Maintenance Yard, four parking structures, and one parking lot as outlined in Invitation for Bid (IFB) No. OP27454.

The IFB was issued as a competitive procurement in accordance with Metro's Acquisition Policy. The contract type is firm fixed unit price.

One amendment was issued during the solicitation phase of this IFB:

- Amendment No. 1, issued on May 10, 2016, provided pre-bid conference material including sign-in sheets, planholder's list, and living wage information.

A Pre-Bid Conference was held on May 3, 2016. A total of three bids were received on May 18, 2016.

B. Evaluation of Bids

This procurement was conducted in accordance, and complies with, standard Metro's Acquisition Policy for a competitive sealed bid. The three bids received are listed below in alphabetical order:

1. Far East Landscape and Maintenance
2. Parkwood Landscape Maintenance, Inc.
3. Woods Maintenance Services, Inc.

All three firms were determined to be responsive, responsible, and qualified to perform the required services based on the IFB's minimum requirements and technical evaluation by the Project Manager. Further analysis was conducted to review appropriate staffing levels for each bid, and all were deemed responsive to the IFB requirements by the Program Manager's technical evaluation.

C. Cost/Price Analysis

The recommended pricing from Woods Maintenance Services, Inc. has been determined to be fair and reasonable based upon adequate competition, fact finding, and Metro's independent cost estimate. Woods Maintenance Services confirmed that they can provide the services required in the IFB at the rates they bid.

BIDDER	AMOUNT	METRO ICE	AWARD AMOUNT
Woods Maintenance Services, Inc.	\$1,423,475.00	\$2,322,045.00	\$1,423,475.00
Parkwood Landscape Maintenance, Inc	\$2,374,405.29		
Far East Landscape and Maintenance	\$4,406,605.00		

D. Background on Recommended Contractor

Woods Maintenance Services, Inc. has over 20 years of experience in the industry and is currently performing landscape and irrigation maintenance services for Metro in a satisfactory manner. The firm started as a janitorial maintenance contractor in 1975 under the name of D & B Maintenance, Inc. Graffiti Control Systems was added as a new division to the company in 1980. Woods Maintenance Services, Inc. began to provide landscape and irrigation services in early 1990, and became a prime in these areas, employing subcontractors, in 2007. While continuing to expand their services with Metro, the firm has also held contracts with the Los Angeles County Department of Public Works, the City of Tustin, and the City of Glendale. Woods Maintenance Services, Inc. employs over 140 technicians and maintains all necessary licensing and permits to perform the services for this contract.