

## PROCUREMENT SUMMARY

## METRO RED/PURPLE LINE TUNNEL WASHING SERVICES / OP6092200

1.	<b>Contract Number:</b> OP6092200	
2.	<b>Recommended Vendor:</b> Parkwood Landscape Maintenance Inc.	
3.	<b>Type of Procurement (check one):</b> <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.	<b>Procurement Dates:</b>	
	<b>A. Issued:</b> July 13, 2016	
	<b>B. Advertised/Publicized:</b> July 13, 2016	
	<b>C. Pre-Proposal/Pre-Bid Conference:</b> July 21, 2016	
	<b>D. Proposals/Bids Due:</b> August 10, 2016	
	<b>E. Pre-Qualification Completed:</b> September 23, 2016	
	<b>F. Conflict of Interest Form Submitted to Ethics:</b> August 12, 2016	
	<b>G. Protest Period End Date:</b> October 23, 2016	
5.	<b>Solicitations Picked up/Downloaded:</b> 14	<b>Bids/Proposals Received:</b> 2
6.	<b>Contract Administrator:</b> Rommel Hilario	<b>Telephone Number:</b> (213) 922-4654
7.	<b>Project Manager:</b> Alberto Garcia	<b>Telephone Number:</b> (213) 922-6760

**A. Procurement Background**

This Board Action is to approve contract award in support of Facilities Maintenance to provide complete high pressure washing services throughout the Metro Red/Purple Line (MRL) tunnel as outlined in Invitation for Bid (IFB) No. OP28589. Board approval of contract awards are subject to resolution of all properly submitted protests.

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

Two amendments were issued during the solicitation phase of this IFB:

- Amendment No. 1, issued on July 21, 2016, established the due date for final questions regarding the solicitation.
- Amendment No. 2, issued on July 28, 2016, provided pre-bid conference material including sign-in sheets, planholder's list, and prevailing and living wage information.

A pre-bid conference was held on July 21, 2016. A total of two bids were received on August 10, 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 two bids received are listed below in alphabetical order:

1. Parkwood Landscape Maintenance, Inc. (Parkwood)
2. Woods Maintenance, Inc. (Woods)

Both 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.

## **C. Cost/Price Analysis**

The recommended pricing from Parkwood has been determined to be fair and reasonable based upon adequate competition, comparison with Metro's independent cost estimate, and technical evaluation.

<b>BIDDER</b>	<b>BID AMOUNT</b>	<b>SBE PRICE PREFERENCE</b>	<b>METRO ICE</b>	<b>AWARD AMOUNT</b>
Parkwood Landscape Maintenance, Inc.	\$2,541,217	\$2,414,156.15	\$3,065,400	\$2,541,217
Woods Maintenance, Inc.	\$3,654,900	\$3,472,155.00		

The IFB included an opportunity for bidders to earn a Small Business Price Preference for bidders who met or exceeded the 10% small business goal established in the IFB. Both Parkwood and Woods met the 10% SBE commitment and, therefore, earned a 5% price preference for their bids, as shown above. The small business preference price calculations are for evaluation purposes only. Applying the preference factor does not change the contractor's actual bid or the amount of any subsequent contract award. As a result, Parkwood remains the lowest responsive and responsible bidder.

## **D. Background on Recommended Contractor**

Parkwood, located in Van Nuys, California, has provided professional landscape services in the Los Angeles area for over 48 years. Parkwood currently has contracts with the City of Palmdale, City of Los Angeles, City of Moorpark, Port of Los Angeles, and the City of Ventura. The firm is also Metro's current contractor for graffiti abatement, landscape and irrigation maintenance, trash and vegetation removal services in Regions 2 and 4. Through various contracts, Parkwood has complete high pressure washing experience.