

PROCUREMENT SUMMARY

BUS PEST CONTROL/PS4269500

1.	Contract Number: PS4269500	
2.	Recommended Vendor: ISOTECH Pest Management	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: September 29, 2015	
	B. Advertised/Publicized: September 29, 2015	
	C. Pre-proposal/Pre-Bid Conference: October 15, 2015	
	D. Proposals/Bids Due: November 24, 2015	
	E. Pre-Qualification Completed: January 11, 2016	
	F. Conflict of Interest Form Submitted to Ethics: December 9, 2015	
	G. Protest Period End Date: February 25, 2016	
5.	Solicitations Picked up/Downloaded: 10	Bids/Proposals Received: 3
6.	Contract Administrator: Rommel Hilario	Telephone Number: (213) 922-4654
7.	Project Manager: James Jimenez	Telephone Number: (213) 922-5872

A. Procurement Background

This Board Action is to approve contract award in support of Metro's Quality Assurance Department to perform pest management services for buses at 11 bus divisions and Metro's Central Maintenance Facility as outlined in Request for Proposal (RFP) No. PS18445.

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

Five amendments were issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on October 9, 2015, provided new SBE/DVBE Contract Compliance Manual and eliminated Good Faith Efforts;
- Amendment No. 2, issued on October 21, 2015, provided pre-proposal conference material which included sign-in sheet, planholder's list, and Metro's Living Wage Policy;
- Amendment No. 3, issued on October 28, 2015, extended the proposal due date and provided a new DVBE certified list;
- Amendment No. 4, issued on November 6, 2015, clarified FORM 054 under Section 5 Bid/Proposal Forms; and
- Amendment No. 5, issued on November 19, 2015, extended the proposal due date to November 24, 2015.

A pre-proposal conference was held on October 15, 2015. A total of three proposals were received on November 24, 2015.

The three proposers are listed below in alphabetic order:

1. ISOTECH Pest Management
2. Orkin
3. Revolution Pest Solutions*

* Metro staff determined that the proposal from Revolution Pest Solutions did not meet the SBE/DVBE requirements set forth in the RFP. Subsequently, their proposal was deemed non-responsive and was no longer being considered.

B. Evaluation of Proposals

Proposals were evaluated in accordance with the criteria established in the RFP and in compliance with Metro’s Acquisition Policy.

The proposals were evaluated based on the following evaluation criteria and weights:

- Experience and Past Performance 40%
- Methods/Work Plan and Approach for Statement of Work 35%
- Cost Proposal 25%

The evaluation criteria are appropriate and consistent with criteria developed for similar procurements for the Quality Assurance Department. Several factors were considered when developing these weights, giving the greatest importance to the experience and past performance of the proposers.

The PET recommendation for contract award is based on the following scoring summary:

1	FIRM	Average Score	Factor Weight	Weighted Average Score	Rank
2	ISOTECH Pest Management				
3	Experience and Past Performance	85.50	40.00%	34.20	
4	Methods/Work Plan and Approach for Statement of Work	84.80	35.00%	29.70	
5	Cost Proposal	100.00	25.00%	25.00	
6	Total		100.00%	88.90	1
7	Orkin				

8	Experience and Past Performance	75.50	40.00%	30.20	
9	Methods/Work Plan and Approach for Statement of Work	71.10	35.00%	24.80	
10	Cost Proposal	76.00	25.00%	19.00	
11	Total		100.00%	74.00	2

C. Cost/Price Analysis

The recommended pricing for the contract is fair and reasonable based on adequate price competition and technical evaluation by the Program Manager.

PROPOSER	PROPOSAL AMOUNT	METRO ICE	AWARD AMOUNT
ISOTECH Pest Management	\$4,961,610	\$5,754,327	\$4,961,610
Orkin	\$6,202,013	\$5,754,327	

D. Background on Recommended Contractor

ISOTECH Pest Management has been providing pest control services to residential and commercial customers since 2004 and is currently providing very good service to Metro as the incumbent contractor. By the end of 2015, ISOTECH employed over 90 employees that service over 7,500 accounts with revenues over \$12,700,000. ISOTECH has been nationally recognized for its exceptional service quality and leader in the pest management industry. ISOTECH specializes in AIB programs, LEED certification, GREEN pest management, IPM Techniques, and is currently co-developing the next generation of pest management using infrared heaters, microbial remediation, bacteria remediation, allergen and asthma triggers.