

PROCUREMENT SUMMARY

OUTSIDE PRINTING SERVICES BENCH / PS63216000 and PS63216001

1.	Contract Numbers: PS63216000 and PS63216001	
2.	Recommended Vendors: Fusion Media and Pacific Graphics	
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: June 6, 2019	
	B. Advertised/Publicized June 12, 2019	
	C. Pre-bid Conference: June 19, 2019	
	D. Bids Due: July 10, 2019	
	E. Pre-Qualification Completed: August 8, 2019	
	F. Conflict of Interest Form Submitted to Ethics: July 30, 2019	
	G. Protest Period End Date: September 23, 2019	
5.	Solicitations Picked up/Downloaded: 15	Bids Received: 4
6.	Contract Administrator: Antwaun Boykin	Telephone Number: (213) 922-1056
7.	Project Manager: Robert Hartert	Telephone Number: (213) 418- 3206

A. Procurement Background

This Board Action is to approve the Bench Contract Nos. PS63216000 and PS63216001 in support of the Metro Print Shop for a five-year term. These services will be performed on an “as-needed” basis for which task orders will be issued. Board approval of contract awards are subject to resolution of any properly submitted protest(s).

Invitation for Bids (IFB) No. PS63216 was issued in the Small Business Enterprise Set-Aside Program in accordance with Metro’s Acquisition Policy and the contract type is task-order based, as-needed.

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

- Amendment No. 1, issued on June 20, 2019 provided documents from the pre-bid conference;
- Amendment No. 2, issued on July 1, 2019 revised Schedule of Quantities and Prices Form – Item No. 4 Bid;
- Amendment No. 3, issued on July 3, 2019 extended the bid due date

A pre-bid conference was held on June 19, 2019 and was attended by three participants representing three firms. Five questions were received, and Metro provided responses prior to the bid due date.

B. Evaluation of Bids

A total of four bids were received on July 10, 2019 from firms listed below in alphabetical order:

1. Bash Boy Enterprises
2. Fusion Media
3. Pacific Graphics
4. Peaks and Associates

Two of the four firms are being recommended for the bench contracts. Both Bash Boy Enterprises and Peaks and Associates failed to meet the Small Business Enterprise Commercially Useful Function (CUF) requirement as stated in the IFB.

C. Price Analysis

Each individual task order will be competed among the recommended contractors and will comply with all requirements of Metro's Acquisition Policy and the terms and conditions of these Contracts. The contractors will bid according to the requirements of the task order, and independent cost estimate, technical evaluation, and cost/price analysis will be performed, as appropriate, on all task orders issued.

D. Background on Recommended Contractors

Fusion Media

Based in Fullerton, California, Fusion Media provides streamlined solutions for printing, fulfillment, electronic media, web service and mailing services. Fusion Media has over 5 years of print, bindery, paper and prepress experience and manages all levels of projects including budgeting, materials, production, distribution and administration. Fusion Media has provided outside printing services to Metro since 2014 and performance has been satisfactory.

Pacific Graphics International

Founded in 1989 and headquartered in the City of Industry, California, Pacific Graphics International (PGI) is a commercial lithographic offset and digital printing, mailing, fulfillment and distribution and distribution service company. Its clients include Southern California Edison, Orange County Transportation Authority, City of Santa Monica – The Big Blue Bus, City of Chino Hills, City of Pico Rivera, US Government Printing Office, Choice Hotels, Marriott Hotels and other corporations and government agencies including Metro. PGI has been an outside printing services provider of Metro since 2000 and performance has been satisfactory.