

**PROCUREMENT SUMMARY**

**TUNNEL WASHING SERVICES / CONTRACT NO. OP122327(4)000**

1.	<b>Contract Number:</b> OP122327(4)000	
2.	<b>Recommended Vendor:</b> Parkwood Landscape Maintenance, Inc.	
3.	<b>Type of Procurement (check one):</b> <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.	<b>Procurement Dates:</b>	
	<b>A. Issued:</b> August 28, 2025	
	<b>B. Advertised/Publicized:</b> August 28, 2025	
	<b>C. Pre-Proposal Conference:</b> September 3, 2025	
	<b>D. Proposals Due:</b> October 2, 2025	
	<b>E. Pre-Qualification Completed:</b> January 9, 2026	
	<b>F. Ethics Declaration Forms submitted to Ethics:</b> October 8, 2025	
	<b>G. Protest Period End Date:</b> March 24, 2026	
5.	<b>Solicitations Downloaded:</b> 19	<b>Proposals Received:</b> 2
6.	<b>Contract Administrator:</b> Andrew Coppolo	<b>Telephone Number:</b> (213) 922-1067
7.	<b>Project Manager:</b> Maral Minasian	<b>Telephone Number:</b> (213) 922-6762

**A. Procurement Background**

This Board Action is to approve Contract No. OP122327(4)000 to provide complete high pressure washing services to clean the walls, ceiling, and floors of rail tunnels from trash debris, dirt, dust, grease, grime, sharps, and other contaminants from Metro Rail tunnels. Board approval of contract award is subject to the resolution of any properly submitted protest, if any.

Request for Proposals (RFP) No. OP122327(4) was issued in accordance with Metro’s Acquisition Policy and the contract type is a firm fixed price. The Diversity & Economic Opportunity Department recommended a Small Business Enterprise (SBE) goal of 12%, a Disabled Veteran Business Enterprise (DVBE) goal of 3%, and was subject to the Local Small Business Enterprise (LSBE), which gives eligible proposers a 5% preference bonus points for utilizing local small business firms.

One (1) amendment was issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on December 3, 2025, provided an updated pricing form to incorporate the correct total amount of hours for future locations in Exhibit 2 – Schedule of Quantities and Prices (SQ&P) and provided a Best and Final Offer (BAFO) proposal due date.

A total of 19 firms downloaded the RFP and were included in the planholders’ list. A virtual pre-proposal conference was held on September 3, 2025, and was attended by six (6) participants representing four (4) firms. There were six (6) questions received for this RFP and responses were provided prior to the proposal due date.

A total of one (1) proposal was received on time on October 2, 2025, from Parkwood Landscape Maintenance, Inc. (Parkwood). One (1) proposal was received late and was excluded from further consideration.

Staff conducted a market survey to request information from prospective proposers to determine why no additional proposals were submitted. Inquiries were made of all firms that downloaded the solicitation. One firm responded that they lack the required minimum years of experience, one firm responded that they did not possess the required C-61 Contractor License, and one firm responded that they did not provide a proposal because proposals take a lot of time and effort to put together. The results of the market survey indicated that factors beyond Metro's control caused the potential sources not to submit proposals and that there were no restrictive elements in the solicitation documents that prevented competition.

## **B. Evaluation of Proposals**

A Proposal Evaluation Team (PET) consisting of staff from Metro's Facilities Contracted Maintenance Services (FCM) and Project Control Bus Acquisitions was convened and conducted a comprehensive technical evaluation of the proposal received.

The proposal was evaluated based on the following evaluation criteria:

Phase I: Minimum Qualification Review: This is a pass/fail criteria. To be responsive to the RFP minimum qualification requirements, proposers must meet the following:

- a) Must have at least three (3) years of experience performing high-pressure washing services and must submit reference information of previous or current contracts, and the annual total value must combine for a minimum of \$200,000;
- b) Must submit a report listing all safety training completed by all proposed staff working on the project within the last three (3) years;
- c) Must submit a copy of the Proposer's/Subcontractor's valid and active State of California License for C61/D-38 Specialty License for Sand and Water Blasting;
- d) Must submit a copy of the Proposer's/Subcontractor's valid and active Los Angeles County Waste Hauler's permit;
- e) Must submit a copy of Proposer and all proposed Subcontractor's current Department of Industrial Relations (D.I.R.) certificate or other proof of good standing.

The PET determined the single proposal was responsive to the minimum qualification review.

Phase II – Technical Evaluation: Proposers that meet the Phase I Evaluation were evaluated based on the following evaluation criteria and weights:

- Work Plan/Project Approach 35%

- Price 30%
- Project Manager and Key Personnel Qualifications 20%
- Proposing Teams' (Including Subcontractor/s) Experience and Past Performance 15%
- Local Small Business Enterprise (LSBE) Preference Program (Bonus Points) 5%

The evaluation criteria are appropriate and consistent with criteria developed for other, similar professional service procurements. Several factors were considered when developing these weights, giving the greatest importance to work plan/project approach.

On October 14, 2025, the PET met to review the evaluation package criteria, process confidentiality and conflict of interest forms and take receipt of the proposal to initiate the evaluation phase. Evaluations were conducted from October 14, 2025, through November 7, 2025.

On November 7, 2025, the PET reconvened and determined Parkwood was responsive to the requirements of the RFP and recommended the firm for contract award.

**Qualifications Summary of Qualified Firm**

**Parkwood**

Parkwood Landscape Maintenance, Inc., has been providing pressure washing, tunnel washing, and hazardous hauling services in the Los Angeles, Ventura and Orange County areas for over 55 years and has relevant public transit system experience. Its current clients include Metro, the City of Long Beach, the City of Los Angeles, and the City of Palmdale.

<b>1</b>	<b>Firm</b>	<b>Average Score</b>	<b>Factor Weight</b>	<b>Weighted Average Score</b>	<b>Rank</b>
<b>2</b>	<b>Parkwood Landscape Maintenance, Inc.</b>				
<b>3</b>	Work Plan/Project Approach	70.00	35.00%	24.50	
<b>4</b>	Price	100.00	30.00%	30.00	
<b>5</b>	Project Manager and Key Personnel Qualifications	76.67	20.00%	15.33	
<b>6</b>	Proposing Teams' (Including Subcontractor/s) Experience and Past Performance	76.67	15.00%	11.50	
<b>7</b>	Local Small Business Enterprise Preference Program (Bonus Points)	0.00	5.00%	0.00	
<b>8</b>	<b>Total</b>		<b>105.00%</b>	<b>81.33</b>	<b>1</b>

### C. Cost/Price Analysis

The recommended price has been determined to be fair and reasonable based upon an Independent Cost Estimate (ICE), cost analysis, technical evaluation, and negotiations.

	<b>Proposer Name</b>	<b>Proposal Amount</b>	<b>Metro ICE</b>	<b>Negotiated or NTE amount</b>
<b>1.</b>	<b>Parkwood Landscape Maintenance, Inc.</b>	<b>\$6,129,880</b>	<b>\$5,083,200</b>	<b>\$5,295,000</b>

The Contract Administrator led discussions with Parkwood to address questions and receive clarification of their proposed work plan, scope of service, and direct hourly labor rate within their Proposal. Following these discussions, Parkwood made price adjustments and submitted a revised Best and Final Offer (BAFO) which included a reduced proposal price in the amount of \$5,295,000.

The negotiated BAFO price represents a 13.62% reduction from the initial proposed amount and is 4.17% higher than Metro's ICE, which is determined to be within a reasonable range. Based on historical government pricing, Parkwood's revised final cost is considered fair and reasonable.

### D. Background on Recommended Contractor

Parkwood Landscape Maintenance, Inc. (Parkwood), founded in 1967, is located in Van Nuys, California, and has provided professional pressure washing and tunnel washing services in the Los Angeles area for over 56 years. Parkwood currently has contracts with the City of Long Beach, the City of Palmdale, and the City of Los Angeles. The firm is also Metro's current Contractor for tunnel washing services, landscape and irrigation maintenance, and trash and overgrown vegetation removal services.

The Parkwood team includes one SBE firm and one DVBE firm. Both subcontractors have experience providing services to Metro and performance has been satisfactory.