

PROCUREMENT SUMMARY

GRAFFITI ABATEMENT, LANDSCAPE AND IRRIGATION MAINTENANCE, AND TRASH AND VEGETATION REMOVAL SERVICES

1.	Contract Number: PS11654	
2.	Recommended Vendor(s): Parkwood Landscape Maintenance, Inc. (Regions 2 and 4); and Woods Maintenance Services, Inc. (Regions 1 and 3)	
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: March 26, 2015	
	B. Advertised/Publicized: March 18, 2015	
	C. Pre-proposal/Pre-Bid Conference: April 7, 2015 and May 19, 2015	
	D. Proposals/Bids Due: June 11, 2015	
	E. Pre-Qualification Completed: August 12, 2015	
	F. Conflict of Interest Form Submitted to Ethics: June 17, 2015	
	G. Protest Period End Date: September 25, 2015	
5.	Solicitations Picked up/Downloaded: 47	Bids/Proposals Received: 3
6.	Contract Administrator: Jean Davis	Telephone Number: (213) 922-1041
7.	Project Manager: Shaunt Avanesian Janet Tubbs	Telephone Number: (213) 922-5931 (213) 922-6760

A. Procurement Background

This Board Action is to approve contract awards in response to RFP No. PS11654 issued in support of Facilities Maintenance to provide graffiti abatement, landscape and irrigation maintenance, and trash and vegetation removal services for Metro active and inactive ROW and Metro-owned Bus/Rail stations, various facilities and locations within the geographical area specified in four regions of Los Angeles County as outlined in the RFP.

The RFP was issued in accordance with Metro's Acquisition Policy and the contract type for each region is firm fixed price. The procurement method used for this RFP was Technically Acceptable, Lowest Price.

The RFP limited contract award for any one firm to no more than two regions. This limit was included in the RFP to expand competition and increase the number of prime firms and potential subcontractors.

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

- Amendment No. 1, issued on April 16, 2015, provided the pre-proposal conference sign-in sheets, replaced corrected RFP and DEOD documents and special provisions, and included responses to questions received;
- Amendment No. 2, issued on April 24, 2015, notified firms of a change in funding from federal to non-federal, and extended the proposal due date;
- Amendment No. 3, issued on May 12, 2015, re-issued documents based on a change in funding source from federal to non-federal and extended the due date;
- Amendment No. 4, issued on May 29, 2015, clarified the technically acceptable criteria and included the questions received from the pre-proposal conference and Metro's responses;
- Amendment No. 5, issued on June 2, 2015 included a response to a question regarding the 3% DVBE goal.

A pre-proposal conference was held on April 7, 2015. A second pre-proposal conference was held on May 19, 2015, to address the funding change from federal to state/local. A total of 24 questions were addressed and were included with Amendment Nos. 1, 4, and 5. A total of three proposals were received on the due date, June 11, 2015.

B. Evaluation of Proposals

The Proposal Evaluation Committee (PET) consisting of staff from Metro Facilities Maintenance department, Caltrans, and the City of Los Angeles met to conduct a comprehensive review of the technical qualifications of the proposals received. The PET reviewed proposals based on the technically acceptable criteria consistent with the qualifications, contractor's licenses, years of experience providing similar services, and resources and equipment necessary to meet the requirements of the RFP.

Two proposers submitted separate proposals for Regions 1, 2, 3, and 4. The third proposer submitted proposals for Regions 1 and 2. Each proposal addressed the experience, work plans, staffing levels, and equipment requirements necessary to perform the services outlined in the statements of work. The proposals highlighted the firms' capabilities, and the roles of the proposer's team. Proposers responded to requests for clarifications in a timely manner.

The three proposers are listed below in alphabetical order:

1. Joshua Grading & Excavating
2. Parkwood Landscape Maintenance, Inc.
3. Woods Maintenance Services, Inc.

JOSHUA GRADING & EXCAVATING (Joshua)

Joshua submitted proposals for only Regions 1 and 2. However, the firm did not meet the SBE goal; therefore, they were found non-responsive in accordance with the RFP requirements. Consequently, Joshua could not be considered for an award recommendation. Note: Joshua's cost proposals were the highest of the three firms.

Qualifications Summary of Firms Within the Competitive Range:

PARKWOOD LANDSCAPE AND MAINTENANCE (Parkwood)

Parkwood submitted proposals for Regions 1 through 4. The PET determined that all proposal submissions met the technically acceptable criteria and met all the requirements of the statements of work. Parkwood met the SBE and DVBE participation goals. The firm's cost proposals for all four regions were the lowest priced.

WOODS MAINTENANCE SERVICES, INC. (Woods)

Woods submitted proposals for Regions 1 through 4. The PET determined that all proposal submissions met the technically acceptable criteria and met all the requirements of the statements of work. Woods met the SBE participation goals and passed Good Faith Efforts for the DVBE participation goal for all regions. Woods' cost proposals were the second lowest priced proposals for all regions.

Parkwood and Woods are responsive in all four regions.

The PET recommends award of Regions 1 and 3 to Woods, and Regions 2 and 4 to Parkwood. Based on the restriction of awarding no more than two regions per recommended firm, this recommendation represents the lowest overall pricing and best value to Metro. Any other scenario would result in higher pricing to Metro.

C. Cost/Price Analysis

The recommended pricing for the contracts are deemed fair and reasonable based on price analysis, technical evaluation, and fact finding. The price analysis compared the pricing of each of the cost proposals, Metro's cost estimate and current prevailing wage rates. Staff conducted discussions with both firms regarding the proposed pricing and both firms confirmed their best and final pricing met all requirements of the RFP. Note: Metro's independent cost estimate is based on the state prevailing wages and did not include other direct and indirect costs such as equipment, overhead, general and administrative expenses, or profit.

Region	Parkwood	Woods	Metro ICE	Recommended
1.	\$24,022,805.29	\$27,467,200.00	\$22,914,813	\$27,467,200.00
2.	\$21,519,994.06	\$25,264,480.00	\$18,013,984	\$21,519,994.06
3.	\$24,337,696.15	\$28,015,420.00	\$20,480,602	\$28,015,420.00
4.	\$20,485,551.55	\$24,572,260.00	\$17,513,874	\$20,485,551.55

Totals	\$90,366,047.05	\$105,319,360.00		\$97,488,165.61
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D. Background on Recommended Contractors

Parkwood, located in Van Nuys, has provided professional landscape services in the Los Angeles area for over 48 years. They currently have contracts with the City of Palmdale, City of Los Angeles, City of Moorpark and Port of Long Beach. The project management team, which includes two project managers and four field operations managers, each has over 20 years of experience in landscape services. Parkwood currently employs over 150 full time employees (FTEs) and their team possesses the required licenses and permits.

Woods has over 20 years of experience in the industry and is currently performing these 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 for graffiti abatement services as a new division in 1980. Woods began to provide landscape and irrigation maintenance services in early 1990, and became a prime in these services, employing subcontractors in 2007. While continuing to expand their services with Metro, Woods has also held contracts with the L.A. County Department of Public Works, the City of Tustin and the City of Glendale. The firm employs over 140 technicians and has dedicated FTEs to each region proposed. Woods maintains all necessary licensing and permits to perform the services.

E. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) established a Small Business participation goal of 25% of the total price for this procurement with 22% Small Business Enterprise (SBE) and 3% Disabled Veteran Business Enterprise (DVBE) as components of the goal. To be responsive, proposers are required to meet or exceed the SBE/DVBE, if their participation is less than the established goals; Proposers were required to submit evidence of their good faith efforts to meet the goal. Proposers who meet GFE requirements are deemed responsive.

Woods Maintenance Services, Inc. made a 25.12% SBE commitment for Region 1 and 24.46% SBE commitment for Region 3, and a 0% DVBE commitment for Regions 1 & 3.

Wood Maintenance Services provided documentation of their good faith efforts to meet the DVBE goal. To be responsive to GFE requirements, Proposers were required to solicit DVBEs for select portions of work (including estimated values), to provide names and addresses of DVBEs solicited, include evidence of follow-up. Proposers needed to score a minimum of 75 out of a possible 100 points to meet

GFE requirements. Woods Maintenance Services scored 85 points, and was deemed responsive.

Parkwood Landscape Maintenance, Inc. (Parkwood) met the SBE/DVBE goal with an SBE commitment of 22% and a DVBE commitment of 3% for Regions 2 and 4.

Region 1 – Metro Red/Purple Line, Metro Orange Line, Inactive ROWs & Various Locations

Woods Maintenance Services, Inc. (\$27,467,200)

Small Business Goal	22% SBE 3% DVBE	Small Business Commitment	25.12% SBE 0% DVBE
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	SBE/DVBE Subcontractors	% SBE Committed	% DVBE Commitment
1.	Briteworks, Inc. (SBE) Graffiti Abatement	6.57%	0%
2.	BJAG Group, LLC (SBE) Trash & Vegetation Removal Services	3.41%	0%
3.	Far East Landscape & Maintenance (SBE) Landscape and Irrigation Maintenance	15.14%	0%
	Total Commitment	25.12%	Passed GFE

Region 2 – Metro Gold Line, Inactive ROWs & Various Locations

Parkwood Landscape Maintenance, Inc. (\$21,519,994)

Small Business Goal	22% SBE 3% DVBE	Small Business Commitment	22% SBE 3% DVBE
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	SBE/DVBE Subcontractors	% SBE Committed	% DVBE Commitment
1.	Briteworks (SBE) Graffiti Abatement	11.00%	0%
2.	Far East Landscape & Maintenance (SBE) Landscape and Irrigation Maintenance	5.87%	0%
3.	Far East Landscape & Maintenance (SBE) Trash and Vegetation Removal Services	5.13%	0%
4.	IECLT, Inc. (DVBE) Landscape Maintenance		3.00%
	Total Commitment	22.00%	3.00%

Region 3 – Metro Expo Line, Metro Green Line, and Bus Facilities

Woods Maintenance Services, Inc. (\$28,015,420)

Small Business Goal	22% SBE 3% DVBE	Small Business Commitment	24.46% SBE 0% DVBE
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	SBE/DVBE Subcontractors	% SBE Committed	% DVBE Commitment
1.	Briteworks (SBE) Graffiti Abatement	4.88%	0%
2.	Briteworks (SBE) Trash & Vegetation Removal	10.67%	0%
3.	Far East Landscape & Maintenance (SBE) Landscape and Irrigation Maintenance	8.91%	0%
	Total Commitment	24.46%	Passed GFE

Region 4 – Metro Blue Line, Harbor Transit Way, Various Bus Locations

Parkwood Landscape Maintenance, Inc. (\$20,485,552)

Small Business Goal	22% SBE 3% DVBE	Small Business Commitment	22% SBE 3% DVBE
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	SBE/DVBE Subcontractors	% SBE Committed	% DVBE Commitment
1.	Briteworks (SBE) Graffiti Abatement	11.00%	0%
2.	Far East Landscape & Maintenance (SBE) Landscape and Irrigation Maintenance	5.87	0%
3.	Far East Landscape & Maintenance (SBE) Trash and Vegetation Removal Services	5.13%	0%
4.	IECLT, Inc. (DVBE) Landscape Maintenance		3.00%
	Total Commitment	22.00%	3.00%

F. Living Wage and Service Contract Worker Retention Policy Applicability

Metro's Living Wage will be applicable to the landscape maintenance portion of this contract. Metro's Living Wage supersedes the California's prevailing wage for Landscape Maintenance Laborer.

Metro staff will monitor and enforce the policy guidelines to ensure that workers are paid at minimum, the current Living Wage rate of \$16.04 per hour (\$11.17 base + \$4.87 health benefits), including yearly increases. In addition, contractors will be

responsible for submitting the required reports for the Living Wage and Service Contract Worker Retention Policy and other related documentation to staff to determine overall compliance with the policy.

G. Prevailing Wage Applicability

Based on a review of the scope of work, Prevailing Wage requirements are applicable to this project.

The following prevailing wage classifications have been deemed applicable to this project:

- Laborer Group 1
- Laborer Group 2
- Landscape Maintenance Tree Trimmer
- Driver: Dump Trucks
- Operating Engineer Group 2
- Operating Engineer Group 6
- Operating Engineer Group 8
- Painter

DEOD will monitor contractors' compliance with the State of California Department of Industrial Relations (DIR), California Labor Code..

H. All Subcontractors Included with Recommended Contractors' Proposals

	Subcontractor	Services Provided
1.	BJAG Group, LLC	trash and vegetation removal services
2.	Briteworks, Inc.	graffiti abatement/landscape and irrigation maintenance/trash and vegetation removal
3.	Far East Landscape	landscape and irrigation maintenance/trash and vegetation removal services
4.	IECLT, Inc.	landscape maintenance