



## Board Report

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**File #:** 2015-1785, **File Type:** Contract

**Agenda Number:** 31

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### SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE MAY 19, 2016

**SUBJECT: COMMERCIAL AND INDUSTRIAL DOOR REPAIR AND PREVENTIVE MAINTENANCE SERVICES**

**ACTION: APPROVE CONTRACT AWARD**

#### **RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to award a firm fixed unit rate Contract No. OP4260900 for **commercial and industrial door repair and preventive maintenance services with Specialty Doors + Automation**, for a not-to-exceed amount of \$1,116,405 for the three-year base period, \$372,135 for the first option year, and \$372,135 for the second option year, for a combined total of \$1,860,675, effective July 1, 2016, through June 30, 2021.

#### **ISSUE**

This new contract will provide agency wide as-needed repair and semi-annual inspections and preventive maintenance services for Metro's commercial and industrial doors. It will also provide as-needed refurbishment or replacement of damaged or aging doors.

Preventive maintenance of commercial and industrial doors is necessary to extend their useful life and provide safe and reliable service system-wide.

The existing contract with Specialty Doors + Automation, OP33442634, will expire on June 30, 2016. To ensure service continuity along with safe and timely operations, a new contract award is required effective July 1, 2016.

#### **DISCUSSION**

There are over 935 doors throughout Metro bus and rail facilities. This includes steel roll-up doors, glass doors, bi-fold doors, roll-up grills, sectional doors, fire doors, and counter shutters.

This contract will provide semi-annual inspections, preventive maintenance services, and as-needed repairs to damaged or malfunctioning doors. Timely repairs of damaged or malfunctioning doors or grills are necessary to avoid negative impact to bus roll-outs and train operations.

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**DETERMINATION OF SAFETY IMPACT**

The approval of this item will ensure safe, timely, and quality commercial and industrial door repair and preventive maintenance services throughout Metro bus and rail facilities.

**FINANCIAL IMPACT**

The funding of \$372,135 for this is contract is included in the FY17 budget in cost centers 3367 - Facilities Property Maintenance, under multiple operating projects.

Since this is a multi-year contract, the cost center manager and project managers will ensure that the balance of funds are budgeted in future years.

Impact to Budget

The source of funds for this procurement will come from state and local funding sources that are eligible for Bus and Rail Operating or Capital Projects. These funding sources will maximize the use of funds for these activities.

**ALTERNATIVES CONSIDERED**

Staff considered providing this service with in-house staff. This would require the hiring and training of additional personnel, purchase of additional equipment, vehicles, and supplies to support the expanded responsibility. Staff's assessment indicates this is not a cost-effective option for Metro.

**NEXT STEPS**

Upon approval by the Board, staff will execute Contract No. OP4260900 to Specialty Doors + Automation, to provide commercial and industrial door repair and preventive maintenance services throughout Metro bus and rail facilities effective July 1, 2016.

**ATTACHMENTS**

Attachment A - Procurement Summary

Attachment B - DEOD Summary

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