

**Board Report**

File #: 2016-0517, **File Type:** Contract**Agenda Number:** 32.

**SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE
AUGUST 18, 2016****SUBJECT: LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES - GOLD LINE
FOOTHILL EXTENSION****ACTION: APPROVE CONTRACT AWARD****RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to award a firm fixed unit rate Contract No. OP5608900 for the **Landscape and Irrigation maintenance services along Metro Gold Line Foothill Extension** with Woods Maintenance Services, Inc., the lowest, responsive and responsible bidder, for a not-to-exceed amount of \$861,875 for the three-year base period inclusive of as-needed services, \$280,800 for the first option year, and \$280,800 for the second option year, for a combined total of \$1,423,475, effective September 15, 2016 through September 14, 2021.

ISSUE

Under this new contract, the contractor is required to provide landscape and irrigation maintenance services for Metro's newly opened Division 24 and the Foothill Extension stations and facilities. Currently, these facilities are maintained under the Construction Authority warranty and maintenance contract due to expire on September 23, 2016.

To ensure providing safe, quality and on-time services, performing routine landscape and irrigation maintenance, and responding to as-needed inquiries throughout Division 24 and the Foothill Extension, a new contract award is required effective September 15, 2016, allowing a week of service overlap for the proper transfer of responsibilities.

DISCUSSION

The Foothill Extension is 11.5 miles of Right-of-Way (ROW) extending the Metro Gold Line from Sierra Madre Villa Station in East Pasadena to Citrus Avenue in the City of Azusa. There are a total of six (6) new stations along the alignment, four (4) parking structures, one (1) parking lot, and 10 Traction Power Substations (TPSS).

Division 24 is the Foothill Extension's new maintenance yard. This 24 acre Gold Line Operations campus in Monrovia allows Metro to provide efficient transportation and maintenance services.

Division 24 and the Foothill Extension stations and facilities combined include over four acres of lush landscaped areas supplied by a permanent irrigation system.

Under this Contract, the contractor is required to provide general landscape and irrigation maintenance services. The contractor is also required to provide optimal water management service to comply with local water agencies irrigation water use ordinances. In addition, the contractor will provide, during the initial three-year term, as-needed services as directed by Metro staff, such as repairing vandalized or damaged irrigation system components and replacing damaged or lost plant materials.

Regular and as-needed landscape and irrigation maintenance services are necessary in order to maintain proper plant health and keep planters free of trash and weed infestation to provide a neat appearance at all times.

To ensure providing timely landscape and irrigation maintenance services and maintain healthy plants and pleasant overall appearance and cleanliness, a new contract award is required effective September 15, 2016.

DETERMINATION OF SAFETY IMPACT

The approval of this item will ensure meeting Metro maintenance standards in delivering clean and well maintained facilities and properties, provide on-going landscape and irrigation maintenance services, and provide prompt response time to deliver safe, quality, on-time, and reliable services to our customers and the public.

FINANCIAL IMPACT

Funding for these services are included in the FY17 budget in the Facilities Maintenance Department, Project 300055 - Rail Operations, Gold Line, Account 50308 - Service Contract Maintenance.

Since this is a multi-year contract, the cost center manager, Project Manager, and the Executive Director, Maintenance will ensure that the balance of required funding is budgeted in future fiscal years.

Impact to Budget

The source of funds for these services will come from Federal, State, and Local sources that are eligible for Operating projects. These funding sources will maximize the use of funds for these activities.

ALTERNATIVES CONSIDERED

Staff considered providing this service through in-house staff; however, 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 that this is not a cost-effective

option for Metro.

NEXT STEPS

Upon approval, staff will execute Contract No. OP5608900 to Woods Maintenance Services, Inc. effective September 15, 2016, to provide landscape and irrigation maintenance services for Division 24 and the Metro Foothill Extension stations and facilities.

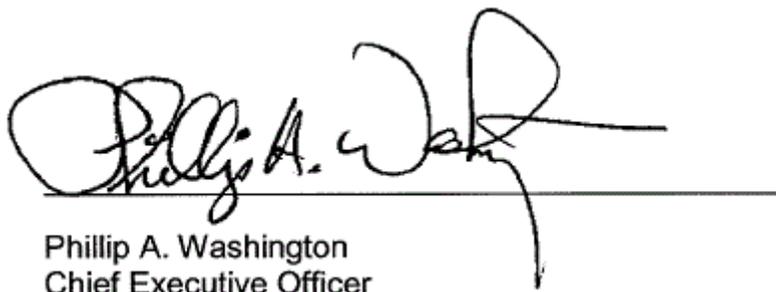
ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

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