



## Board Report

File #: 2017-0559, File Type: Contract

Agenda Number: 20.

### SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE OCTOBER 19, 2017

**SUBJECT: TREE TRIMMING SERVICES (EXCLUDING METRO  
ORANGE LINE)**

**ACTION: APPROVE CONTRACT AWARD**

#### **RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to award a firm fixed unit rate Contract No. OP838450003367 for tree trimming services throughout Metro bus and rail facilities, with Mariposa Landscapes Inc., the lowest, responsive and responsible bidder, for a not-to-exceed amount of \$1,133,750 for the three-year base period inclusive of as-needed services, \$408,550 for option year one and \$439,450 for option year two, for a combined total of \$1,981,750, effective January 1, 2018 through December 31, 2022; subject to resolution of protest(s), if any.

#### **ISSUE**

The existing contract to perform tree trimming services throughout Metro facilities, excluding Metro Orange Line (MOL) covered under a separate maintenance contract, is due to expire December 31, 2017.

To continue providing safe, quality and on-time services performing proactive and as-needed tree trimming services throughout Metro facilities, a new contract award is required effective January 1, 2018.

#### **DISCUSSION**

Under this new Contract, the contractor is required to provide tree trimming services for trees over thirteen (13) feet tall throughout Metro bus and rail facilities, excluding MOL stations and its Right-Of-Way (ROW) covered under a separate maintenance contract.

An ongoing tree trimming maintenance contract is necessary to ensure providing safe travel path with a clear line of visibility for bus and train operators, and mitigate falling tree hazards and service delays. The contractor is also required to provide as-needed services as directed by Metro staff, such as clearing Metro ROW from any fallen trees due to vandalism or vehicular accidents.

---

**DETERMINATION OF SAFETY IMPACT**

The approval of this item will ensure meeting Metro maintenance standards providing the necessary tree trimming services with prompt response time to deliver safe, quality, on-time, and reliable services.

**FINANCIAL IMPACT**

Funding of \$188,959 is included in the FY18 budget in cost center 3367 - Facilities Property Maintenance, account 50308, Service Contract Maintenance, under various operating projects.

Since this is a multi-year Contract, the cost center manager and the Sr. Executive Officer, Maintenance and Engineering will be accountable for budgeting the cost in future years.

Impact to Budget

Funding for this action will come from the Enterprise operating fund. The source of funds will be from State and local funds that are eligible for Bus and Rail Operating Projects. These funding sources will maximize fund use based on funding allocation provisions.

**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 Board approval, staff will execute Contract No. OP838450003367 to Mariposa Landscapes Inc., effective January 1, 2018, to provide the necessary tree trimming services throughout Metro facilities, excluding MOL covered under a separate maintenance contract.

**ATTACHMENTS**

Attachment A - Procurement Summary

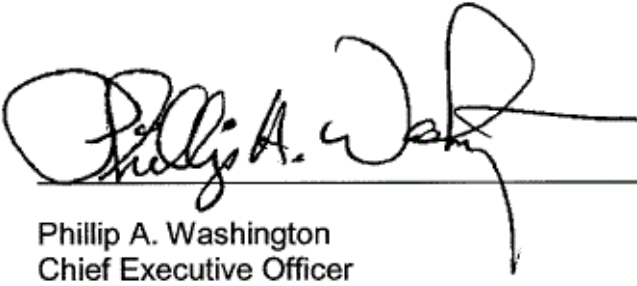
Attachment B - DEOD Summary

Prepared by: Brady Branstetter, DEO, Facilities Maintenance, (213) 922-6767

Lena Babayan, Sr. Director, Facilities Maintenance, (213) 922-6765

Reviewed by: James T. Gallagher, Chief Operations Officer, (213) 922-4424

Debra Avila, Chief Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington  
Chief Executive Officer