

**Board Report**

File #: 2021-0164, **File Type:** Contract**Agenda Number:** 27.

**OPERATIONS, SAFETY, AND CUSTOMER EXPERIENCE COMMITTEE
MAY 20, 2021****SUBJECT: GRAFFITI ABATEMENT SERVICES****ACTION: APPROVE CONTRACT AWARD FOR REGIONS 1 THROUGH 3****RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to award a firm fixed unit rate Contract No. OP1788330008370, for Metro's Regions 1, 2 and 3 combined, to Woods Maintenance Services, Inc., to provide graffiti abatement services. The contract not-to-exceed amount is \$8,920,800 for the three-year base, and \$6,143,040 for the one, two-year option, for a combined not-to-exceed amount of \$15,063,840, effective July 1, 2021, subject to resolution of protests(s), if any.

ISSUE

The existing four (4) contracts to maintain Metro's Regions 1 through 4 providing combined services per region for graffiti abatement, landscape and irrigation maintenance, and trash and overgrown vegetation removal services, will expire on June 30, 2021.

To ensure continuity of maintenance services, new contract awards are required effective July 1, 2021. Under this new contract, graffiti abatement will be performed collectively throughout Metro's service area restructured and split geographically into Regions 1, 2 and 3. Separate contract award recommendations are in progress to provide landscape and irrigation maintenance and trash and overgrown vegetation removal services, respectively.

BACKGROUND

On September 17, 2015, Metro Board of Directors awarded four (4) contracts for Regions 1 through 4, to maintain Metro's service area split geographically into four (4) regions. Each contract provides combined services for graffiti abatement, landscape and irrigation maintenance, and trash and overgrown vegetation removal services.

Maintenance contracts are continuously reviewed and evaluated, exploring opportunities for competition, small business participation, and taking into consideration Metro's rapidly expanding system. Under this new contract, Metro's service area has been restructured and split into three (3) geographical regions and graffiti abatement services will be provided under a separate contract, replacing the existing combined services contract. These actions are critical to Metro's operations to

ensure streamlining processes, improving service efficiency and cost effectiveness.

DISCUSSION

Under this new contract for Regions 1, 2 and 3 combined, the contractor is required to provide graffiti abatement services five days a week using various methods and techniques. All graffiti tags must be removed within 48 hours and upon securing access to Metro's restricted areas, in accordance with Metro's safety requirements.

Regular graffiti abatement service for Metro facilities is essential to ensure maintaining a safe, clean, and pleasant environment for our patrons. This service will continue our long-standing practice of zero tolerance for graffiti system-wide, enhance customer experience and improve Metro facilities overall conditions while mitigating criminal activities.

The Diversity and Economic Opportunity Department (DEOD) established a 24% SBE goal and a 3% DVBE goal for each of the three (3) regions. Woods Maintenance Services, Inc. made a 24% SBE and a 3% DVBE commitment for Regions 1, 2, and 3.

DETERMINATION OF SAFETY IMPACT

The approval of this item will ensure the continuity of maintenance services, meeting Metro maintenance standards while providing a proactive approach to maintenance needs and ensuring delivery of safe, clean, on-time and reliable services system-wide.

FINANCIAL IMPACT

Subject to Board approval of the FY22 Budget, funding of \$2,816,640 is to be allocated under cost center 8370 - Facilities Contracted Maintenance Services, account 50308, Service Contract Maintenance, under various projects.

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

Impact to Budget

The preliminary source of funds for this action are Proposition A/C, Measure R/M, and the Transportation Development Act. Use of these funding sources currently maximizes project funding allocations given approved funding provisions and guidelines.

Implementation of Strategic Plan Goals

IMPLEMENTATION OF STRATEGIC PLAN GOALS

This board action supports Strategic Goal 5: Provide responsive, accountable, and trustworthy governance within the Metro organization. Performing regular graffiti abatement services will ensure infrastructures are free of graffiti and vandalism, improve facilities' safety, cleanliness, and overall conditions, and enhance customer experience.

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

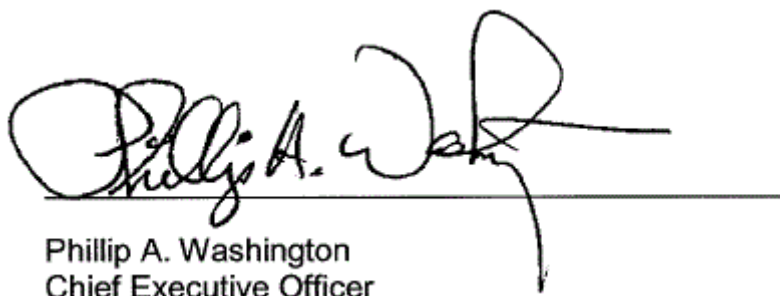
Upon approval by the Board, staff will execute Contract No. OP1788330008370 for Regions 1, 2 and 3 combined, with Woods Maintenance Services, Inc., to provide the necessary graffiti abatement services system-wide effective July 1, 2021.

ATTACHMENTS

Attachment A - Procurement Summary
Attachment B - DEOD Summary
Attachment C - Three (3) Regions' Maps

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