



Board Report

File #: 2021-0165, File Type: Contract

Agenda Number: 26.

OPERATIONS, SAFETY, AND CUSTOMER EXPERIENCE COMMITTEE MAY 20, 2021

SUBJECT: LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES

ACTION: APPROVE CONTRACT AWARD FOR REGIONS 1 THROUGH 3

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to:

- A. Award a firm fixed unit rate Contract No. OP1788360008370, for Region 1, to Parkwood Landscape Maintenance, Inc., to provide landscape and irrigation maintenance services. The contract not-to-exceed amount is \$8,108,507 for the three-year base, and \$5,574,432 for the one, two-year option, for a combined not-to-exceed amount of \$13,682,939, effective July 1, 2021, subject to resolution of protest(s), if any.
- B. Award a firm fixed unit rate Contract No. OP1788350008370, for Regions 2 and 3 combined, to Woods Maintenance Services Inc., to provide landscape and irrigation maintenance services. This contract not-to-exceed amount is \$13,759,820 for the three-year base, and \$9,409,080 for the one, two-year option, for a combined not-to-exceed amount of \$23,168,900, effective July 1, 2021, subject to resolution of protest(s), if any.

ISSUE

The existing four (4) contracts for 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, two (2) new contract awards are required effective July 1, 2021, to maintain Metro's service area restructured and split geographically into three (3) regions. These two (2) new contracts will provide landscape and irrigation maintenance services for Region 1 and Regions 2 and 3 combined. Separate contract award recommendations are in progress to provide graffiti abatement services 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 these new contracts, Metro's service area has been restructured and split into three (3) geographical regions where each service type will be provided under a separate maintenance contract, replacing the existing combined services contracts. These actions are critical to Metro's operations to ensure streamlining processes, improving service efficiency and cost effectiveness.

DISCUSSION

Under these two (2) new contracts for Region 1 and Regions 2 and 3 combined, the contractors are required to provide general maintenance and clean-up services of all landscaped areas system-wide, including trees under 13 feet in height, shrubs, vines, groundcover, lawns, planter boxes, and routine irrigation system maintenance. Also, contractors are required to provide optimal water management service to comply with State and local water agencies conservation ordinances. In addition, the contractors will provide as-needed maintenance services as directed by Metro, such as replacing damaged or lost plant material resulting from natural causes beyond the control of the contractors.

Additional environmental requirements have been included under these two (2) new contracts where contractors are responsible for managing and recycling organic waste collected in accordance with State requirements. Contractors are also required to comply with State and local requirements related to fleet and maintenance equipment fuel usage including phasing out gas powered equipment and replacing them with electric landscaping equipment by the end of the three-year base contract term.

Regular landscape and irrigation maintenance services are essential for Metro facilities to ensure maintaining a safe, clean and pleasant environment while enhancing customer experience system-wide.

The Diversity and Economic Opportunity Department (DEOD) established a 24% SBE goal and a 3% DVBE goal for each of the three (3) regions. Parkwood Landscape Maintenance, Inc. made a 24% SBE and a 3% DVBE commitment for Region 1, and Woods Maintenance Services, Inc. made a 24% SBE and a 3% DVBE commitment for Regions 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 \$6,781,531 collectively for the two (2) contracts to maintain Region 1 and Regions 2 and 3 combined 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, 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

This board action supports Strategic Goal 5: Provide responsive, accountable, and trustworthy governance within the Metro organization. Performing regular landscape and irrigation maintenance services will ensure providing a safe and clean environment while enhancing customer experience system-wide.

ALTERNATIVES CONSIDERED

Staff considered providing this service through in-house staff; however, this would require the hiring, 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 the following contracts to the recommended contractors to provide the necessary landscape and irrigation maintenance services system-wide effective July 1, 2021.

Region 1, Contract No. OP1788360008370 - Parkwood Landscape Maintenance, Inc.
Regions 2 and 3 combined, Contract No. OP1788350008370 - Woods Maintenance Services, Inc.

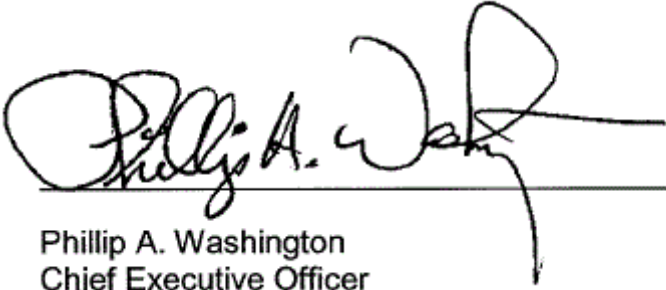
ATTACHMENTS

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

Prepared by: Errol Taylor, Sr. Executive Officer, Maintenance & Engineering, (213) 922-3227
Lena Babayan, Deputy Executive Officer, Facilities Contracted Maintenance Services, (213) 922-6765

Ruben Cardenas, Sr. Manager, Facilities Contracted Maintenance Services,
(213) 922-5932

Reviewed by: James T. Gallagher, Chief Operations Officer, (213) 418-3108
Debra Avila, Chief, Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington
Chief Executive Officer