



File #: 2023-0702, **File Type:** Contract

Agenda Number: 27.

**OPERATIONS, SAFETY, AND CUSTOMER EXPERIENCE COMMITTEE
JANUARY 18, 2024**

SUBJECT: TREE TRIMMING MAINTENANCE SERVICES METRO G LINE (ORANGE)

ACTION: APPROVE CONTRACT AWARD

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award a firm fixed unit rate Contract No. OP496040008370 to Thrifty Tree Service, Inc., the lowest responsive and responsible bidder, to provide tree trimming maintenance services along the Metro G Line (Orange), in the not-to-exceed (NTE) amount of \$1,415,000 for the three-year base period, and \$914,500 for the one, two-year option, for a total combined NTE amount of \$2,329,500, effective February 29, 2024, subject to the resolution of any properly submitted protest(s), if any.

ISSUE

The existing contract for tree trimming maintenance services along the Metro G Line (Orange) expires on February 28, 2024. To avoid a lapse in service and continue providing safe, quality, as-needed tree trimming services, a new contract award is required effective February 29, 2024.

BACKGROUND

In March 2019, Metro awarded a firm fixed unit rate Contract No. OP1238940003367 to Thrifty Tree Service, Inc., to provide tree trimming maintenance services along the Metro G Line (Orange) 18-mile long dedicated busway with lush landscaping and mature trees. Under the existing contract, Thrifty Tree Service, Inc. has been providing satisfactory tree trimming services along the Metro G Line (Orange). Tree trimming maintenance services for Metro's systemwide facilities and Rights-Of-Way (ROWs), excluding Metro G Line (Orange), are performed under a separate contract.

DISCUSSION

On October 16, 2023, Metro received three (3) bids. Based on the evaluation of the bids, Thrifty Tree Service, Inc. was deemed the lowest responsive and responsible bidder.

Under the new contract recommended for award, the contractor is required to provide tall tree trimming services for trees over 13 feet in height along the Metro G Line (Orange). The Metro G Line (Orange) is an 18-mile long dedicated busway that connects the East and West San Fernando Valley

communities. There are roughly 2.3 million square feet of landscaping and approximately 8,000 tall trees over 13 feet in height along the Metro G Line (Orange) which include stations, areas behind the sound wall, park-and-ride lots, and areas on the North and South sides of the fence along Chandler Blvd. While San Fernando Valley weather is known for intense wind conditions and heavy rains, the lush and mature trees require special attention with proactive approach for trees' assessment and trimming.

Under this new contract, the annual count of trees to be trimmed has been increased from 1,360 to 2,465, to keep up with the surge in tree growth due to the significant rainfall associated with the 2023 El Niño season, anticipated to continue in 2024. Safe, timely, proactive, and quality tree trimming services are necessary to ensure maintaining visibility with clear line of sight for bus operators and mitigating service interruption due to safety hazards associated with falling overgrown tree branches.

DETERMINATION OF SAFETY IMPACT

The approval of this item will ensure meeting Metro's maintenance standards by providing the necessary tree trimming maintenance services with prompt response time to mitigate safety hazards and deliver timely and reliable services.

FINANCIAL IMPACT

Funding of \$75,279 for tree trimming services along Metro G Line (Orange) for the remainder of FY24 is allocated under cost center 8370 - Facilities Contracted Maintenance Services, account 50308, Service Contract Maintenance, under project 301012.

Since this is a multi-year contract, the cost center manager, Deputy Chief Operations Officer, Shared Mobility will be accountable for budgeting the costs for future years.

Impact to Budget

The current source of funds for this action include Fares, Proposition A/C, Measures R/M (Transit Operations), State Transportation Assistance, and the Transportation Development Act. These fund sources are eligible for bus and rail operations.

EQUITY PLATFORM

Providing ongoing proactive tree trimming maintenance services will ensure a clear line of sight of the roadway, traffic signals, and signs along the travel path, and also mitigate service interruptions due to safety hazards associated with falling tree branches. This will result in maintaining safe working conditions for bus operators and provide safe reliable service for all patrons along the Metro G Line (Orange).

Metro customers, staff, and Transit Ambassadors can report tree maintenance related problems through the Customer Relations phone numbers posted throughout Metro's system. Customers have

the option of communicating with Metro in nine (9) different languages using our translation service. Metro also ensures translated signage is posted for those reporting tree issues on the Metro system.

This contract is part of the Small Business Enterprise (SBE) Prime (Set-Aside) Program. Thrifty Tree Service, Inc. is a Metro certified SBE contractor and fulfilled a 100% SBE commitment as the Prime.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

This Board action supports Strategic Goal 5: Provide responsive, accountable, and trustworthy governance within the Metro organization. Performing ongoing tree trimming maintenance services contributes to facilities' overall cleanliness, minimizes safety hazards and service interruptions along with enhancing customers' experience.

ALTERNATIVES CONSIDERED

The Board may elect not to approve the recommendation. This option is not recommended as it would result in a gap in service impacting Metro's operations, system safety and reliability.

With the completion of a financial-based insourcing/outsourcing study based on a quantitative and qualitative assessment, staff has analyzed insourcing/outsourcing options for tree trimming services among other services. Based on the findings, tree trimming services were not recommended for insourcing as it would require Metro to create a new job classification, hire a certified arborist and purchase additional equipment, vehicles, and supplies to support tree trimming service delivery.

NEXT STEPS

Upon approval by the Board, staff will execute Contract No. OP496040008370, with Thrifty Tree Service, Inc., to provide tree trimming maintenance services along the Metro G Line (Orange), effective February 29, 2024.

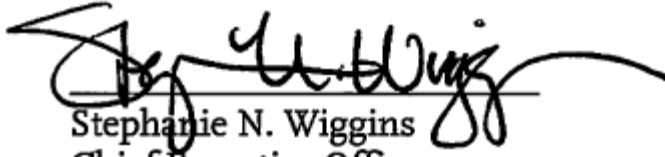
ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Prepared by: Lena Babayan, Executive Officer, Operations Administration (Interim), (213) 922-6765
Carlos Martinez, Director, Facilities Contracted Maintenance Services, (213) 922-6761
Shahrazad Amiri, Deputy Chief Operations Officer, Shared Mobility, (213) 922-3061
Debra Avila, Deputy Chief Vendor/Contract Management Officer (213) 418-3051

Reviewed by: Conan Cheung, Chief Operations Officer, Transit Operations,
(213) 418-3034



Stephanie N. Wiggins
Chief Executive Officer