



Board Report

File #: 2016-0721, File Type: Contract

Agenda Number: 29.

SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE OCTOBER 20, 2016

SUBJECT: TREE TRIMMING SERVICES FOR METRO TRANSIT FACILITIES (EXCLUDING METRO ORANGE LINE)

ACTION: APPROVE CONTRACT AWARD

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award a firm fixed unit rate Contract No. OP5608900 for **tree trimming services throughout Metro bus and rail facilities**, excluding Metro Orange Line covered under a separate maintenance contract, with Great Scott Tree Service Inc., the lowest, responsive and responsible bidder, for a not-to-exceed amount of \$923,040 for the three-year base period inclusive of as-needed services, and \$299,930 for each of the two, one-year options, for a combined total of \$1,522,900, effective January 1, 2017 through December 31, 2021, subject to resolution of protest(s), if any.

ISSUE

The existing contract to perform tree trimming services throughout Metro facilities with the exception of Metro Orange Line (MOL) stations and Right-Of-Way (ROW) covered under a separate maintenance contract is due to expire December 31, 2016.

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, 2017.

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 ROW covered under a separate maintenance contract.

An effective 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 in delivering safe and well maintained facilities and properties and provide the necessary as-needed tree trimming services with prompt response time to deliver safe, quality, on-time, and reliable services to our customers and the public.

FINANCIAL IMPACT

Funding of \$200,000 is included in the FY17 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, project managers, and Sr. Executive Officer, Maintenance and Engineering will ensure that the balance of funds is budgeted in future years.

Impact to Budget

The current year funding for this action will come from the Enterprise operating fund. The source of funds will come from State and local funding sources that are eligible for Bus and Rail 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 by the Board, staff will execute Contract No. OP5608900 to Great Scott Tree Service Inc., effective January 1, 2017, to provide the necessary tree trimming services throughout Metro facilities.

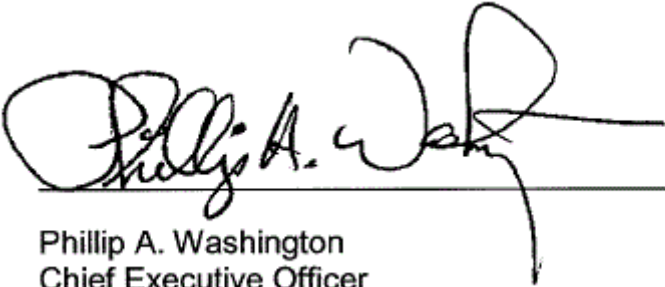
ATTACHMENTS

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
Chris Reyes, Principal Transportation Planner, (213) 922-4808

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