



## Board Report

---

**File #:** 2021-0576, **File Type:** Contract

**Agenda Number:** 20.

---

### OPERATIONS, SAFETY, AND CUSTOMER EXPERIENCE COMMITTEE OCTOBER 21, 2021

**SUBJECT: PURCHASE OF SAFETY VESTS**

**ACTION: AWARD CONTRACT**

#### **RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to award a two-year, Indefinite Delivery/Indefinite Quantity (IDIQ) Contract No. MA75908000 for reflective safety vests with Safety Vibe Inc. The Contract one-year base amount is \$577,649 inclusive of sales tax, and the one-year option amount is \$595,869 , inclusive of sales tax, for a total contract amount of \$1,173,518, subject to resolution of any properly submitted protest(s).

#### **ISSUE**

This procurement is for the acquisition of reflective safety vests that are required to improve the visibility and maintain the safety of Metro employees. Award of this contract will ensure an adequate inventory of reflective safety vests for bus and rail operators, maintenance employees, and administrative staff.

#### **BACKGROUND**

Metro stocks both general duty and high hazardous style safety vests to protect and ensure the safety of bus and rail operators, maintenance employees, and administrative staff working in safety sensitive areas. The component usage reports from Material Management revealed that approximately 12,774 general duty and 3,989 high hazard reflective safety vest were issued over a 12-month period throughout the various departments at Metro. Transportation and maintenance personnel working at operating and support facilities, layover zones, and other safety sensitive areas must wear reflective safety vests in accordance with department rules and procedures. In addition, personnel engaged in construction activities or accident investigations must wear reflective safety vests.

---

The main user of these vest is the Operations Department with over 8,700 staff members. The staff that consumes the majority of these vest are the Bus/Rail operators, mechanics and facilities maintainers. Vest are worn on a daily basis and are issued to each employee as part of their uniform wear.

Safety Vibe Inc, located in Monterey Park CA., is the lowest responsive and responsible bidder and was found to be in full compliance in meeting the bid and technical requirements of the invitation for Bid (IFB). Safety Vibe Inc. has demonstrated its ability to serve their customers, other agencies in Southern California as well as being a subcontractor on the Metro Purple West Side Extensions 1 through 3.

## **DISCUSSION**

The contract to be awarded is a IDIQ agreement in which we commit to order only from the awardee, up to the specified quantity for a specific duration of time, but there is no obligation or commitment for us to order any specific quantity of the various styles and/or sizes of the reflective safety vests that may currently be anticipated. The bid quantities are estimates only, with deliveries to be ordered and released as required.

The reflective safety vests will be purchased and maintained in inventory and managed by Material Management. As the reflective safety vests are issued, the appropriate budget project numbers and accounts will be charged.

## **DETERMINATION OF SAFETY IMPACT**

Award of contract will ensure that all operating divisions and the Central Maintenance Facility have an adequate inventory of safety vests to wear in safety sensitive areas in accordance with department rules and procedures.

## **FINANCIAL IMPACT**

Funding in the amount of \$577,649 for the reflective safety vests is included in the FY22 budget under account 50441, Parts - Revenue Vehicle in multiple bus and rail division operating cost centers under Operations bus projects 306002 and rail projects 300022, 300044, 300066, 300055, 300033.

Since this is a multi-year contract, the cost center manager and Chief Operations Officer will be accountable for budgeting the cost in future fiscal years.

### **Impact to Budget**

The current source of funds will come from Federal and local funds including fares that are eligible for Bus and Rail Operating Projects. The use of these funding sources maximizes established funding provisions and guidelines.

## **EQUITY PLATFORM**

There are no anticipated equity impacts from this proposed action.

The Diversity and Economic Opportunity Department (DEOD) documented a sixty percent (60%) SBE commitment by Safety Vibe Inc. and verified that they are meeting the Small Business Prime Set-Aside requirements established for this procurement. Safety Vibe, Inc. is also a Small Business Enterprise (SBE) Prime.

## **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The procurement of reflective safety vests supports Strategic Goal 1: Provide high-quality mobility options that enable people to spend less time traveling. The new reflective safety vests will ensure the safety of employees assigned to operate and maintain the bus and rail fleet, which is important in ensuring that our customers are able to arrive at their destinations without interruption and in accordance with the scheduled service intervals.

## **ALTERNATIVES CONSIDERED**

The alternative is not to award the contract and procure reflective safety vests on the open market on an as-needed basis. This approach is not recommended since it does not provide a commitment from the supplier to ensure availability and price stability.

## **NEXT STEPS**

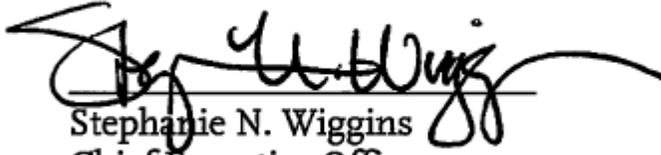
Metro's requirements for reflective safety vests will be fulfilled under the provisions of the contract.

## **ATTACHMENTS**

Attachment A - Procurement Summary  
Attachment B - DEOD Summary

Prepared by: Harold Torres Sr. Director Central Maintenance (213) 922-5714  
Tanya Allen Procurement Planning Administrator (213) 922-1018

Reviewed by: Debra Avila, Chief, Vendor/Contract Management (213) 922-6383  
James T. Gallagher, Chief Operations Officer (213) 922-4424



Stephanie N. Wiggins  
Chief Executive Officer