



Board Report

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Agenda Number: 37.

OPERATIONS, SAFETY, AND CUSTOMER EXPERIENCE COMMITTEE NOVEMBER 17, 2022

SUBJECT: REFURBISH BUS AND RAIL SEAT INSERTS WITH VINYL MATERIAL

ACTION: APPROVE RECOMMENDATIONS FOR CONTRACT AWARDS

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award two indefinite delivery/indefinite quantity (IDIQ) firm fixed unit rate contracts for RFP No MA91724 for the refurbishment of various seat inserts, as follows:

- A. Contract No. MA91724000 to Molina Manufacturing to provide vinyl seat refurbishment for Element A - NABI composite buses and Element C - Contracted Services buses. The contract not-to-exceed amount is \$978,873.26, effective December 1, 2022, through November 30, 2025, subject to resolution of protest(s), if any.
- B. Contract No. MA91724001 to Louis Sardo Upholstery, Inc. to provide vinyl seat refurbishment for Element B - P3010 light rail vehicles. The contract not-to-exceed amount is \$1,868,836.50, effective December 1, 2022, through November 30, 2025, subject to resolution of protest(s), if any.

ISSUE

This procurement will provide refurbishment of bus & rail car seat inserts with vinyl material for the remainder of Metro's bus and rail fleets. Fabric covered seat inserts can retain dust, dirt, moisture and germs, and fabric seat inserts are difficult to clean. Vinyl seats are easier to clean, sanitize, and wipe down, and a drain hole at the lowest point of the seat insert prevents moisture build-up from spills when buses are in service. The vinyl seat insert refurbishment procurement will provide Metro's bus and rail divisions with the inventory of vinyl seat inserts to convert remaining fleet from fabric to vinyl covered seat inserts.

Awarding these contracts will ensure that the operating divisions have adequate inventory to convert and maintain the bus & rail seat inserts. The vinyl seat inserts will improve bus and rail cleanliness and improve our customers' experience. Metro is working on the conversion of the entire bus and rail fleet to vinyl material by the end of Fiscal Year 2023, and the award of these contracts is expected to provide the inventory of vinyl seat inserts to achieve this objective. Management will closely monitor the delivery of seat inserts to verify that the contractor's production rate is sufficient to achieve the

goal of transitioning all remaining seat inserts to vinyl by the end of Fiscal Year 2023.

BACKGROUND

Seat inserts are plastic panels that are covered with fabric or vinyl material and are secured to the metal seat frame on bus and rail cars. Seat inserts are replaced when they become damaged, vandalized, soiled, or when spills result in unsanitary conditions.

The current fabric seat inserts retain dust, dirt, and moisture. Vinyl seat inserts do not retain dust, dirt, or moisture and include a drain hole to dissipate spills where a customer's clothing could become soiled. The vinyl seat material allows for improved cleaning and sanitization by providing a smooth surface to wipe and dry. Applying a sanitizing spray and performing a quick wipe down will provide an immediate dry and clean seat. Prior to the vinyl, fabric would have left a damp fabric that could provide a negative customer experience.

Several contracts are currently in place to complete most of the transition to vinyl seat covers. The following lists existing contracts for bus and rail vinyl seat refurbishment:

- Contract MA52153000 was exercised in September 2018 for refurbishment of seat inserts for the A650 Heavy Rail Vehicles.
- Contract MA59807000 was exercised in May 2019 for refurbishment of seat inserts for the P2550, P2000 and P2020 Light Rail Vehicles.
- Contract RR82767000 was exercised in June 2022 for refurbishment of seat inserts for most standard 40-foot buses in the fleet.
- Contracts RR202733000, RR202758000, RR202750000, and RR202759000 were exercised in July 2022 for refurbishment of seat inserts for the 60-foot articulated buses.

The approval of these contracts will provide refurbished vinyl seat inserts for the remainder of Metro's bus and rail fleets.

DISCUSSION

A leading concern heard from our customers is the cleanliness of our bus and rail system. Customers want a clean and odor free environment on Metro's transportation system, and as part of the Cleanliness Plan, Metro has identified several cleanliness initiatives to improve the customer experience. Dirty or damaged seats impact the rider experience, instead of sitting, a rider may choose to stand due to the condition of the seat. Vinyl seat inserts can be quickly cleaned, sanitized, and wiped down to improve customer experience. Vinyl seating can eliminate more dust, dirt, moisture, and germs that currently is being retained in fabric seats. Cleaner seats give customers better service and less to worry about during their commute.

The contracts to be awarded is a "requirements type" 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 Metro to order any specific quantity of the reupholstered seat inserts that may currently be anticipated. The bid quantities are estimates only, with deliveries to be ordered and released as required.

The seat inserts will be reupholstered with vinyl material, maintained in inventory, and managed by Material Management.

DETERMINATION OF SAFETY IMPACT

The award of this contract will ensure that all operating divisions have adequate inventory to convert and maintain the bus fleet according to Metro Maintenance standards. The award of these contracts will provide cleaner and more sanitary buses for revenue service.

FINANCIAL IMPACT

Funding of \$978,873 for Contractual Elements A & C (Bus) for this product has been included in the FY23 budget in various bus maintenance operating cost centers, under project 306002 - Operations Maintenance, under line item 50441 - M/S Parts - Revenue Vehicle.

Funding of \$1,868,837 for Element B (Rail) for this product has been included in the FY23 budget in various bus operating cost centers, under project 300066- Rail Fleet Services, under line item 50441 - M/S Parts - Revenue Vehicle.

Cost center managers and the Chief Operations Officer will be accountable for budgeting the cost of maintaining the vinyl seats in future fiscal years.

Impact to Budget

The current source of funding for this action includes Prop C, TDA, STA and SB1 State of Good Repair. Using these funding sources maximizes the project funding allocations allowed by approved provisions and guidelines.

EQUITY PLATFORM

The benefits of this action are to ensure that the bus and rail fleet that serves Los Angeles County, and disproportionately serves marginalized groups and the vulnerable, provides clean and safe transportation services. Cleanliness is a highly rated issue of importance for Metro riders and the reupholstering of the seat insert enhances Metro's cleaning and sanitation programs to ensure clean, reliable, and safe bus transportation services for these underserved communities.

The Diversity and Economic Opportunity Department (DEOD) established a two percent (2%) DBE goal for these contracts and verified the commitment by both successful bidders of this procurement in achieving this goal. Molina Manufacturing, a DBE Prime, exceeded the goal by making a 100% DBE commitment for Element A and C.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The vinyl seat insert conversion project supports Strategic Goal 2.3: Metro will support a customer-

centric culture where exceptional experiences are created at every opportunity for both internal and external customers. The vinyl seats will provide cleaner, safer, and more sanitary seating for customers.

ALTERNATIVES CONSIDERED

The alternative is to not award the contracts and procure the vinyl seat inserts as needed, using the traditional “min/max” replenishment system method. This strategy is not recommended since it does not provide for a commitment from the supplier to ensure the availability, timely delivery, continued supply, and a guaranteed fixed price for the parts. This alternative strategy could also impact the lead time for securing the material to reupholster the seat inserts, resulting in delays in completing the fleet conversion.

NEXT STEPS

Upon approval of the Board, staff will execute Contract No. MA91724001 with Molina Manufacturing for RFP elements A and C and Contract No. MA91724002 with Louis Sardo Upholstery for RFP element B the refurbishing of various seat inserts using vinyl materials for the combined total amount of \$2,847,709.76.

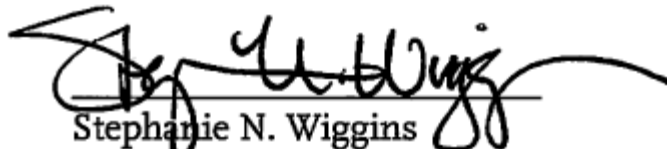
ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

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