



Metro

Metropolitan Transportation Authority

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**OPERATIONS COMMITTEE
FEBRUARY 17, 2005**

SUBJECT: GRAFFITI ABATEMENT SERVICES FOR METRO TRANSIT FACILITIES

ACTION: APPROVE CONTRACT AWARD

RECOMMENDATION

Authorize the Chief Executive Officer to award a five-year contract to Woods Maintenance Services, Inc. (dba Graffiti Control Systems) for graffiti abatement services for Metro transit facilities in an amount not to exceed \$3,613,824, inclusive of two one-year options and a 5% contingency for as-needed additional services effective March 1, 2005.

RATIONALE

This contract will provide graffiti abatement services for the Metro rail transit system infrastructure on Blue Line, Green Line, Red Line, Gold Line and busway stations. Facilities covered under this contract include transit stations, traction power substations, train communication and control rooms, maintenance yards, aerial structures, sound walls, retaining walls and other transit rights-of-way appurtenances.

It should be noted that the proposed contract does not include coverage for the pending Orange Line since those requirements are not known at this time. Appropriate procurement action will be taken as soon as Orange Line service requirements have been determined.

Removal of graffiti from transit facilities is necessary in order to alleviate its negative visual impact on transit system riders, adjacent property owners and the general public. Under the proposed contract scope of work, ten one-man crews, fully equipped with service vehicles and graffiti removal equipment and supplies, will be deployed each weekday to inspect the aforementioned transit facilities and to remove any graffiti found thereon.

FINANCIAL IMPACT

The funding of \$447,955 for this service is included in the FY05 budget in cost center 3344, Contracts & Administration under project 300011 (Bus Operations), 300022 (Blue Line Operations), 300033 (Green Line Operations), 300044 (Red Line Operations) and 300055 (Gold Line Operations). Since this is a multi-year contract, the cost center manager and

Deputy Executive Officer will be accountable for budgeting the cost in future years, including any options exercised. In FY04, \$348,964 was expended on this service.

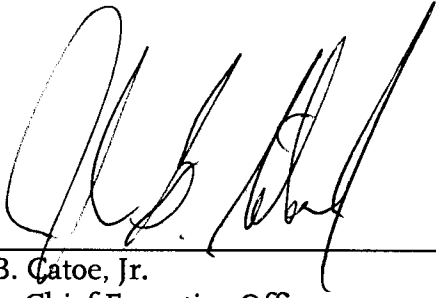
ALTERNATIVES CONSIDERED

One alternative considered is to provide the service in-house. This would require the hiring of additional personnel and the purchase of additional equipment, vehicles and supplies. Staff's analysis indicates that this is not a cost-effective option for Metro.

ATTACHMENTS

- A. Procurement Summary
- A-1 Procurement History
- A-2 List of Subcontractors

Prepared by: Denise Longley, Deputy Executive Officer, Facilities/Operations
Hussein Farah, Facilities Maintenance Manager
Robert Vasquez, Sr. Contract Administrator



John B. Catoe, Jr.
Deputy Chief Executive Officer



Roger Snoble
Chief Executive Officer

**BOARD REPORT ATTACHMENT A
PROCUREMENT SUMMARY**

GRAFFITI ABATEMENT SERVICES FOR METRO TRANSIT FACILITIES

1.	Contract Number: OP33441586		
2.	Recommended Vendor: Woods Maintenance Services, Inc. (dba Graffiti Control Systems)		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: \$3,441,738	Recommended Price: \$3,613,824 (inclusive of 5% contingency amount)	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Firm Fixed Unit Rate		
5.	Procurement Dates:		
	A. Issued: 10/15/04		
	B. Advertised: 10/15/04		
	C. Pre-proposal Conference: 10/28/04		
	D. Proposals Due: 11/16/04		
	E. Pre-Qualification Completed: 12/01/04		
	F. Conflict of Interest Form Submitted to Ethics: 01/12/05		
6.	Small Business Participation:		
	A. Bid/Proposal Goal: 10% DBE	Date Small Business Evaluation Completed: 11/19/04	
	B. Small Business Commitment: 10.0% DBE (Details are in Attachment A-2)		
7.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent: 11	Bids/Proposals Picked up: 11	Bids/Proposals Received: 3
8.	Evaluation Information:		
	A. Bidders/Proposers Names:	<u>Bid/Proposal Amount:</u>	<u>Best and Final Offer Amount:</u>
	Woods Maintenance Services	\$3,441,738	\$N/A
	WWC Window Cleaning	\$4,505,626	\$N/A
	Clean Street	\$4,959,846	\$N/A
	B. Evaluation Methodology: Sealed Bid (Details are in Attachment A-1.C)		
9.	Protest Information:		
	A. Protest Period End Date: 02/22/05		
	B. Protest Receipt Date: T.B.D.		
	C. Disposition of Protest Date: T.B.D.		
10.	Contract Administrator: Robert Vasquez	Telephone Number: 213-922-1044	
11.	Project Manager: Keith Jackson	Telephone Number: 213-922-8888	

**BOARD REPORT ATTACHMENT A-1
PROCUREMENT HISTORY**

GRAFFITI ABATEMENT SERVICES FOR METRO TRANSIT FACILITIES

A. Background on Contractor

Woods Maintenance Services, Inc. (dba Graffiti Control Systems) is located in North Hollywood, CA and has been in business for over 30 years. The firm is the incumbent contractor for Metro on these and other maintenance-type services (under the names “Graffiti Control Systems” and “Hydro Pressure Systems”) and has performed satisfactory overall during the last 5 years. The contractor’s primary areas of expertise are graffiti abatement, pressure washing and property maintenance services. It has major contracts for graffiti abatement services with the County of Los Angeles, SCRRA/Metrolink, and the cities of Los Angeles, Tustin, Diamond Bar and Culver City.

B. Procurement Background

The procurement was handled as a competitive sealed bid under IFB No. OP33441586. The base contract period is 3 years with 2 one-year options, for a total possible contract period of 5 years.

C. Evaluation of Proposals

The procurement is in compliance with Procurement Policies and Procedures and was handled as a competitive sealed bid. Woods Maintenance Services, Inc. was determined to be the lowest responsive, responsible bidder and is technically qualified to perform the required services. WWC Window Cleaning, although having less experience in graffiti abatement projects than Woods Maintenance, possesses the required contractor’s license and was determined to be a responsive, responsible bidder. The remaining bidder, CleanStreet, was determined to be non-responsive and non-responsible because it did not possess the required C61/D38 contractor’s license and did not provide the reference information required to demonstrate that it has the necessary graffiti abatement experience.

D. Cost/Price Analysis Explanation of Variances

The recommended price has been determined to be fair and reasonable based upon a competitive sealed bid solicitation as well as historical pricing information.

**BOARD REPORT ATTACHMENT A-2
LIST OF SUBCONTRACTORS**

GRAFFITI ABATEMENT SERVICES FOR METRO TRANSIT FACILITIES

PRIME CONTRACTOR – Woods Maintenance Services, Inc. (dba Graffiti Control Systems)

Small Business Commitment

Other Subcontractors

Brite Works

None

Total Commitment 10.0%