



**OPERATIONS COMMITTEE
MAY 19, 2005**

**SUBJECT: CONTRACT NO. OP33440659R, GLAZIER SERVICES FOR METRO
TRANSIT FACILITIES, GANDY GLASS COMPANY, INC.**

ACTION: APPROVE CONTRACT AWARD

RECOMMENDATION

Authorize the Chief Executive Officer to award a five-year firm, fixed unit rate contract, Contract No. OP33440659R to Gandy Glass Company, Inc., for the provision of glazier services for Metro bus and rail transit stations and facilities in an amount not to exceed \$858,675, inclusive of two one-year options effective June 1, 2005.

RATIONALE

There are approximately 76,000 square feet of glass panel surface in Metro transit stations and facilities. This contract will provide glazier services for these facilities. The scope of work will include, but not be limited to, replacing vandalized or damaged glass panels at transit stations and facilities such as panels on elevator cars, glass hoistways, service centers and other locations throughout Metro public and maintenance facilities. When a glass panel on an elevator car or hoistway is broken, the unit cannot be operated per code requirement until the damaged glass panel is replaced. Once a damaged glass panel is replaced, in order to protect it from etching by vandals, it is protected with a graffiti guard film that is installed under a separate contract.

Replacing damaged glass panels in Metro facilities is necessary in order to protect the riding public from injury, to comply with elevator code requirement and to minimize the negative visual impact that broken glass panels at transit stations will pose on the riding public. The proposed new contract will replace an existing multi-year contract that is due to expire on May 31, 2005. Service under the new contract is planned to commence on June 1, 2005.

FINANCIAL IMPACT

The funding of \$165,000 for this service is included in the FY06 proposed budget for cost center 3344, Contracts & Administration under project 300011 (Bus Operations), 300022 (Blue Line Operations), 300033 (Green Line Operations), 300044 (Red Line Operations), 300055 (Gold Line Operations) and 301012 (Orange Line Operations).

Since this is a multi-year contract, the cost center manager and Deputy Chief Executive Officer will be accountable for budgeting the cost in future years, including any options exercised. In FY04, \$106,733 was expended on this service. In FY05, \$28,699 has been expended on this service through March 05.

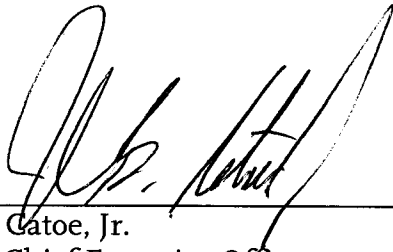
ALTERNATIVES CONSIDERED

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.


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
Tom Butler, Sr. Contract Administrator



John B. Gatoe, Jr.
Deputy Chief Executive Officer



Roger Snoble
Chief Executive Officer

**BOARD REPORT ATTACHMENT A
PROCUREMENT SUMMARY**

GLAZIER SERVICES FOR METRO TRANSIT FACILITIES

1.	Contract Number:OP33440659R		
2.	Recommended Vendor: Gandy Glass Co., Inc.		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: \$858,675	Recommended Price: \$858,675	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Firm Fixed Unit Rate		
5.	Procurement Dates:		
	A. Issued: 2.14.05		
	B. Advertised: 2.15.05		
	C. Pre-proposal Conference: 2.22.05		
	D. Proposals Due: 3.14.05		
	E. Pre-Qualification Completed: 3.29.05		
	F. Conflict of Interest Form Submitted to Ethics: 4.11.05		
6.	Small Business Participation:		
	A. Bid/Proposal Goal: Zero (0) %	Date Small Business Evaluation Completed: 5.11.04	
	B. Small Business Commitment: Zero (0) % Details are in Attachment A-2		
7.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent: 14	Bids/Proposals Picked up: 3	Bids/Proposals Received: 3
8.	Evaluation Information:		
	A. Bidders/Proposers Names: Gandy Glass Cherry Glass Artesia Glass	<u>Bid/Proposal Amount:</u> \$858,675 \$881,032 \$1,096,055	<u>Best and Final Offer Amount:</u> N/A N/A N/A
	B. Evaluation Methodology: Details are in Attachment A-1.C		
9.	Protest Information:		
	A. Protest Period End Date: 5.24.05		
	B. Protest Receipt Date: TBD		
	C. Disposition of Protest Date: TBD		
10.	Contract Administrator: Tom Butler	Telephone Number: 213-922-7312	
11.	Project Manager: Nehemias Mejia	Telephone Number: 213-922-8832	

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

GLAZIER SERVICES FOR METRO TRANSIT FACILITIES

A. Background on Contractor

Gandy Glass is located in Wilmington California and has been in business since 1952 with the current owners in control since 1984. The firm primarily provides glass repair and glass installation services to homeowners and small contractors. Overall annual sales as listed in the current D&B Report are about \$400,000. The firm has never done any direct work for the Metro. However, discussions with several of their references including the Port of Los Angeles and two contractors indicate they are a capable reliable source for these type services.

B. Procurement Background

This procurement was handled as a competitive sealed bid under IFB No. OP 33440659R. The base contract period is three years plus 2 one-year options, for a total possible contract period of five years.

C. Evaluation of Proposals

This procurement is in compliance with Procurement Policies and Procedures and was handled as a competitive sealed bid. Gandy Glass possesses the required C-17 Glazier License and was determined to be the lowest responsive, responsible overall bidder and is technically qualified to perform the required services.

The other two bidders, Cherry Glass and Artesia Glass possess the required C-17 License and were also deemed to be responsive, responsible and technically qualified bidders.

D. Cost/Price Analysis Explanation of Variances

The recommended price has been determined to be fair and reasonable based upon adequate price competition. All bids were higher than the Metro's estimate of \$679,448 with the low bidder 26% higher and the next low bidder 30% higher. Analysis indicated that the primary difference was the higher overhead plus profit margins that the bidders used in their calculations. Although the bids are higher than the Metro's estimate, there appears to be adequate price competition between the two low bidders.

Review of the proposed glazier labor rate indicates it is 17.5% higher than the historical rate of the past five years. This equates to a 3.5% increase per year over the five-year period of the contract, which is considered reasonable.

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

GLAZIER SERVICES FOR METRO TRANSIT FACILITIES

PRIME CONTRACTOR

Gandy Glass Co., Inc.

Small Business Commitment

None

Total Commitment

Zero (0) %

Other Subcontractors

None