



**Metro**

Metropolitan Transportation Authority

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**OPERATIONS COMMITTEE  
AUGUST 18, 2005**

**SUBJECT: TOW TRACTORS**

**ACTION: PURCHASE FIVE TOW TRACTORS**

**RECOMMENDATION**

Authorize the Chief Executive Officer to award a firm fixed price contract under IFB No. OP34341700 with SVI, Inc. for five Tow Tractors for a firm fixed price of \$207,560, inclusive of sales tax.

**RATIONALE**

Tow tractors (mules) are used for moving buses and equipment around throughout our systems maintenance shops and the Regional Rebuild Center. Currently, Metro owns sixteen mules. This procurement is for the replacement of five mules that are eleven years old and experiencing excessive repairs. The replacement mules will be used at various maintenance divisions.

Mules are used in the bus maintenance operation as part of the daily servicing activities. These mules are small, substantially weighted utility vehicles that are used to move buses and equipment that have broken down into the shop area so that repairs can be performed. Using this type of special purpose vehicle minimizes damage to the equipment being repaired.

To continue utilizing the existing fleet will cost Metro additional monies for parts that fail regularly. Additionally, the manufacturer of the existing mules has gone out of business and the availability of replacement parts are difficult to acquire. These parts, when acquired, are at a considerably higher cost, which make these vehicles very expensive to maintain. Parts that are not available are manufactured for us at an even higher cost. These replacement mules are designed for a specific duty cycle. Metro will incur no additional operational costs and will see a decrease in maintenance and labor costs because the vehicles are new and under a three year warranty.

**FINANCIAL IMPACT**

The funding of \$207,560 for this equipment is included in the FY06 budget in cost center 3434, Non-Revenue Operation in capital project number 208002. This expenditure is within the board approved life-of-project budget.

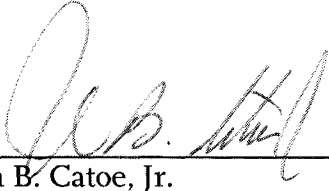
## ALTERNATIVES CONSIDERED

The alternative is to not purchase this equipment and continue using the existing fleet. This alternative is not desirable because these vehicles have been utilized beyond their designed capabilities. The current fleet of mules was designed to tow or pull vehicles around and was not meant intended to do heavy pushing. The MTA uses these vehicles to push buses around 80% of the time. The result of this has been the continual breakage of the front suspension system and steering.

## ATTACHMENTS

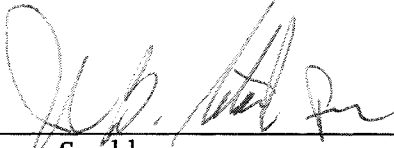
- A Procurement Summary
- A-1 Procurement History
- A-2 List of Subcontractors
- B Bid Tabulation

Prepared by: Harold Torres, Equipment Maintenance Supervisor  
David Vila, Contract Administration Manager



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John B. Catoe, Jr.  
Deputy Chief Executive Officer



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Roger Snoble  
Chief Executive Officer

**BOARD REPORT ATTACHMENT A  
PROCUREMENT SUMMARY**

**TOW TRACTORS**

1.	Contract Number: OP34341700		
2.	Recommended Vendor: SVI, Inc.		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: \$207,560	Recommended Price: \$207,560	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Firm Fixed Price		
5.	Procurement Dates:		
	A. Issued: May 16, 2005		
	B. Advertised: May 19, 2005		
	C. Pre-bid Conference: N/A		
	D. Bids Due: June 23, 2005		
	E. Pre-Qualification Completed: N/A		
	F. Conflict of Interest Form Submitted to Ethics: July 7, 2005		
6.	Small Business Participation:		
	A. Bid/Proposal Goal: 0%	Date Small Business Evaluation Completed: N/A	
	B. Small Business Commitment: N/A		
7.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent: 27	Bids/Proposals Picked up: 9	Bids/Proposals Received: 4
8.	Evaluation Information:		
	A. <u>Bidders/Proposers Names:</u>  NMC-Wollard SVI Yale Chase Materials Handling Kirk's Automotive	<u>Bid/Proposal Amount:</u>  \$206,735* \$207,560 \$228,145 \$292,004* *non-compliant	<u>Best and Final Offer Amount:</u>  NA
	B. Evaluation Methodology: Selection of the lowest responsive, responsible bidder. Details are in Attachment A-1.C		
9.	Protest Information:		
	A. Protest Period End Date: August 23, 2005		
	B. Protest Receipt Date: TBD		
	C. Disposition of Protest Date: TBD		
10.	Contract Administrator: Otto Ojong	Telephone Number: 213-922-1454	
11.	Project Manager: Harold Torres	Telephone Number: 562-658-0231	

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

**TOW TRACTORS**

**A. Background on Contractor**

SVI, Inc. dba Specialty Vehicles is based in Henderson, Nevada, and has been in business since 1982. Specialty Vehicles provides a broad range of people moving transportation vehicles. Specialty Vehicles has been providing trolleys, trams, mini-trams and buses to various companies and government agencies including the City of Brea, City of Napa, Pinellas Suncoast Transit Authority and West Florida Regional Planning.

**B. Procurement Background**

Invitation for Bid (IFB) No. OP34341700 was released on May 16, 2005 and advertised on May 19, 2005. The bid deadline was June 23, 2005. Four firms submitted a bid prior to the stated deadline.

The Diversity & Economic Opportunity Department (DEOD) did not recommend a DBE goal for this procurement. Based on industry practice, the Prime (SVI, Inc.) is expected to complete the entire scope with its own workforce. However, pursuant to the DBE Program, if SVI, Inc. utilizes the services of subcontractors, they are expected to afford maximum opportunities to DBE firms in all subcontracting and supply services areas throughout the life of the contract.

**C. Evaluation of Proposals**

The solicitation is in compliance with Metro Procurement policies and procedures and SVI, Inc. was found in full compliance to the technical and the bid specifications.

- |           |   |
|-----------|---|
| Bidder #1 | NMC-Wollard in the amount of \$206,735 was found to be non-responsive and not in compliance with the technical specifications since they had offered a non pre-approved model.                        |
| Bidder #2 | SVI, Inc. in the amount of \$207,560 was found to be responsive and in full compliance with the technical specifications.   |
| Bidder #3 | Yale Chase Material Handling in the amount of \$228,145 was found to be responsive and in full compliance with the technical specifications.  |
| Bidder #4 | Kirk's Automotive in the amount of \$292,004 was found to be non-responsive and not in compliance with the technical specifications since they did not complete the technical specifications section. |

**D. Cost/Price Analysis**

The recommended price has been determined to be fair and reasonable based upon adequate price competition and selection of the lowest responsive and responsible bidder.

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

**TOW TRACTORS**

**PRIME CONTRACTOR – SVI, Inc.**

**Small Business Commitment**

**Other Subcontractors**

N/A

N/A

**Total Commitment 0.0%**

**BOARD REPORT ATTACHMENT B  
 BID TABULATION**

**TOW TRACTORS**

Bids Out: 05/16/05 Total 9  
 Bids Opened: 06/23/05 Total 4  
 No Bids:

Advertisement Date(s): 05/19/05  
 Newspaper: Daily News, LA Watts  
 Times and Chinese Daily News

Item	Description	Qty	Unit	NMC-Wollard		SVI, Inc./Specialty Vehicles		Yale Chase Materials Handling		Kirk's Automotive	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Tow Tractors	5	Ea	\$41,347.00	\$206,735.00	\$41,512.00	\$207,560.00	\$42,151.56	\$210,757.80	\$53,950.00	\$269,750.00
			Sub Total		\$206,735.00		\$207,560.00		\$210,757.80		\$269,750.00
			Sales Tax 8.25 %		NA		NA		\$17,387.52		\$22,254.38
			<b>Total Bid Price</b>		\$206,735.00		\$207,560.00		\$228,145.32		\$292,004.38

I hereby certify SVI, Inc. as being the lowest responsible bidder and recommend the award to them for total price, including sales tax, of \$ 207,560.

Date: August 2, 2005 Signature: 