



**OPERATIONS COMMITTEE
MARCH 17, 2005**

SUBJECT: LANDSCAPE MAINTENANCE SERVICES FOR METRO TRANSIT FACILITIES

ACTION: APPROVE CONTRACT AWARD

RECOMMENDATION

Authorize the Chief Executive Officer to award a five-year contract to Diversified Landscape Company for landscape maintenance services for Metro bus and rail transit stations, facilities and rights-of-way in an amount not to exceed \$3,796,496, inclusive of two one-year options and a 10% contingency for as-needed additional services effective April 1, 2005.

RATIONALE

This new contract will provide basic landscape and irrigation maintenance services for Metro bus and rail transit stations, facilities and rights-of-way. Diversified Landscape will service 101 landscaped locations at bus divisions, Red Line, Blue Line, Green Line and Gold Line. Services covered under this contract include general maintenance and clean-up of landscaped areas including trees under 13 feet, shrubs, shrub beds, vines, groundcover, lawns, planter boxes and routine irrigation system maintenance. In addition, the contractor will provide as-needed services such as repairing vandalized or damaged irrigation system components and replacing damaged or lost plant material.

The service is necessary in order to maintain the health and well being of ornamental vegetation at Metro transit facilities, improve the appearance and cleanliness of transit facilities and to comply with local municipal ordinances to keep Metro landscaped properties free of trash accumulation and weed growth. The proposed contract will replace an existing five-year contract with Accent Landscape that was approved by the Board in 2000 and is due to expire on March 30, 2005.

The proposed contract does not include service for the Orange Line since its landscape maintenance requirements are not known at this time. In addition, it should be noted that the construction contract for the Orange Line requires the installing contractor to warrant and maintain the landscaping for a period of two years after acceptance by Metro.

FINANCIAL IMPACT

The funding of \$845,466 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 Chief Executive Officer will be accountable for budgeting the cost in future years, including any options exercised. In FY04, \$748,144 was expended on this service.

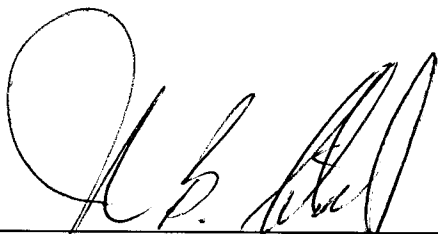
ALTERNATIVES CONSIDERED

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.

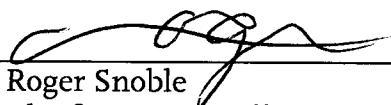
ATTACHMENTS

- 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**

LANDSCAPE MAINTENANCE SERVICES FOR METRO TRANSIT FACILITIES

1.	Contract Number: OP33441620		
2.	Recommended Vendor: Diversified Landscape Co.		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: \$3,451,360 (as bid w/o contingency)	Recommended Price: \$3,796,496 (includes 10% contingency)	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Firm Fixed Unit Rate		
5.	Procurement Dates:		
	A. Issued: 12.10.04		
	B. Advertised: 12.10.04		
	C. Pre-proposal Conference: 12.21.04		
	D. Proposals Due: 01.20.05		
	E. Pre-Qualification Completed: 02.08.05		
	F. Conflict of Interest Form Submitted to Ethics: 02.10.05		
6.	Small Business Participation:		
	A. Bid/Proposal Goal: 0%	Date Small Business Evaluation Completed: 08.11.04	
	B. Small Business Commitment: 0 % Details are in Attachment A-2		
7.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent: 6	Bids/Proposals Picked up: 4	Bids/Proposals Received: 4
8.	Evaluation Information:		
	A. Bidders/Proposers Names:	(Total for all work) <u>Bid/Proposal</u> <u>Amount:</u>	<u>Best and Final</u> <u>Offer Amount:</u>
	Accent Landscape	\$4,055,112	N/A
	Accu Construction	\$4,433,964	N/A
	Diversified Landscape	\$3,451,360	N/A
	Siapin Horticulture	\$4,851,720	N/A
	B. Evaluation Methodology: Details are in Attachment A-1.C		
9.	Protest Information: T.B.D.		
	A. Protest Period End Date: 03.22.05		
	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: F. Dan Estrada	Telephone Number: 213-922-6021	

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

LANDSCAPE MAINTENANCE SERVICES FOR METRO TRANSIT FACILITIES

A. Background on Contractor

Diversified Landscape is located in Winchester, CA and has been in business for about 16 years. The firm started out as a small residential and commercial landscape maintenance operation, and later grew to include public sector landscape construction projects. Although the firm has not had any prior known contracts directly with Metro, it was responsible for providing Metro Gold Line landscape and irrigation as a subcontractor to the “Pasadena Blue Line” prime contractor. It has had contracts with Yeager Construction, Brutoco Engineering, Caltrans, and many other large clients.

B. Procurement Background

The procurement was handled as a competitive sealed bid under IFB No. OP33441620. The base contract period is 3 years, plus 2 one-year options, for a total possible contract period of 5 years.

C. Evaluation of Bids/Proposals

This procurement is in compliance with Procurement Policies and Procedures and was handled as a competitive sealed bid. Diversified Landscape possesses the required C-27 Landscaping License and was determined to be the lowest responsive, responsible overall bidder and is technically qualified to perform the required services.

The other three bidders, Accent Landscape, Accu Construction, and Siapin Horticulture possess the required C-27 Landscaping license and were also determined 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 competitive pricing received from the four qualified bidders. Cost/price analysis indicates that each bidder used a fully-burdened rate that is significantly lower than the rate used in Metro’s estimate. Metro’s estimate used the rates from the existing contract, which was established five years ago, then escalated these rates to develop a current rate. Bidders apparently based pricing on a crew size of two while Metro’s estimate was based on a four-person crew.

The proposed amount of the recommended contract, excluding the 10% contingency, is about 4.4% higher than the historical contract amount, as modified to date.

Bid/Proposal Amount	Historical Contract Amount	Recommended Amount
\$3,796,496 total contract (includes contingency)	\$3,305,846 total contract with modifications	\$3,796,496 (includes contingency)

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

LANDSCAPE MAINTENANCE SERVICES FOR METRO TRANSIT FACILITIES

A. PRIME CONTRACTOR

Diversified Landscape

Small Business Commitment

None

Total Commitment 0%

Other Subcontractors

None

