



**Metro**

Metropolitan Transportation Authority

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**OPERATIONS COMMITTEE  
AUGUST 18, 2005**

**SUBJECT: CONTRACT NOS. OP33440659 AND OP33441741, GLAZIER SERVICES FOR METRO TRANSIT FACILITIES, GANDY GLASS COMPANY INC. AND CHERRY GLASS INC.**

**ACTION: TERMINATE PREVIOUS CONTERACT AWARD AND APPROVE REPLACEMENT CONTRACT AWARD**

**RECOMMENDATION**

Authorize the Chief Executive Officer to:

- A. Rescind the previous Board of Directors action authorizing the Chief Executive Officer to award five-year firm, fixed unit rate contract beginning June 1, 2005 under Contract No. OP33440659 with 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 and;
- B. Authorize the Chief Executive Officer to award a five-year firm, fixed unit rate contract beginning September 1, 2005 under Contract No. OP33441741 to Cherry Glass Inc. for the provision of glazier services for Metro bus and rail transit stations and facilities in the amount of \$881,032.

**DISCUSSION**

As a result of a competitive sealed bid to provide glazier services for Metro bus and rail transit stations and facilities under an IFB process and Board approval at the May 26, 2005 Board Meeting, Contract No. OP33440659 with Gandy Glass Company was executed on June 16, 2005. Shortly after the Gandy Glass contract was issued, and before any work was done, one of the owners of this small business became ill and advised that long-term medical treatment was required which would make it impossible for Gandy Glass to perform the required services. As a result the company requested to be relieved from the contract.

At that time, discussions were held with the next lowest responsive, responsible bidder, Cherry Glass, to determine their availability and to see if Cherry Glass was still interested in doing the work. Cherry Glass indicated they would honor its original bid and was interested in obtaining the contract. It is the recommendation of staff that the contract to Gandy Glass be rescinded and a new contract awarded to Cherry Glass for these services.

There are approximately 76,000 square feet of glass panel surface in Metro transit stations and facilities. The replacement 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 hoist ways, service centers and other locations throughout Metro public and maintenance facilities. When a glass panel on an elevator car or hoist way 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

### **FINANCIAL IMPACT**

The funding of \$165,000 for this service is included in the FY06 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.

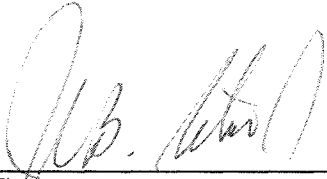
### **ALTERNATIVES CONSIDERED**

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 this is not a cost-effective option.

### **ATTACHMENTS**

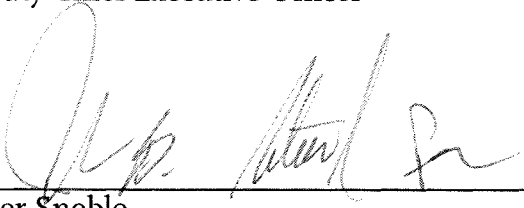
- A. Procurement Summary
- A-1 Procurement History
- A-2 List of Subcontractors

Prepared by: Brady Branstetter, Director, Facilities Maintenance  
Tom Butler, Sr. Contract Administrator  
Hussein Farah, Facilities Maintenance 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**

**GLAZIER SERVICES FOR METRO TRANSIT FACILITIES**

1.	Contract Number:OP33441741		
2.	Recommended Vendor: Cherry Glass Inc.		
3.	Cost/Price Analysis Information:		
	A. Bid Price: \$881,032	Recommended Price: \$881,032	
	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 Names:  Gandy Glass Cherry Glass Artesia Glass	<u>Bid/Proposal Amount:</u> \$858,675* \$881,032 \$1,096,055 *non-compliant	<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: There were no protests under original award		
	A. Protest Period End Date: 5.24.05		
	B. Protest Receipt Date: There were no protests under original award		
	C. Disposition of Protest Date: There were no protests under original award		
10.	Contract Administrator: Tom Butler	Telephone Number: 213-922-7312	
11.	Project Manager: Hussein Farah	Telephone Number: 213-922-8877	

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

**GLAZIER SERVICES FOR METRO TRANSIT FACILITIES**

**A. Background on Contractor**

Cherry Glass is located in Pomona California and has been in business since 2002. The firm primarily provides glass repair and installation services to homeowners and small contractors. The firm has never done any direct work for the Metro. However, discussions with several of their references, including Covina High School, the L.A. County Sheriff and Cal Poly in San Luis Obispo indicate they are a reliable vendor.

**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.

On February 14, 2005, Invitation for Bid (IFB) No. OP334406590R was submitted to 14 glass/ glazier companies to solicit bids to provide glass repair services for the next five years. Three bids were received and the lowest, responsive, responsible bidder, Gandy Glass, was submitted to the Board for approval on May 26, 2005. The Gandy Glass contract was executed on June 16, 2005 after Board approval. At that time, Cherry Glass was the second lowest bidder.

The procurement did not include a DBE goal as the Diversity & Economic Opportunity Department (DEOD) explored subcontracting possibilities and determined there were no apparent opportunities for subcontracting. It is expected that the Cherry Glass will provide all services and products with minimal, if any, subcontracting.

**C. Evaluation of Proposals**

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

**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, Gandy and Cherry.

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

**GLAZIER SERVICES FOR METRO TRANSIT FACILITIES**

**Prime Contractor:**

Cherry Glass Inc.

Small Business Commitment

None

Other Subcontractors

None

Total Commitment

Zero (0) %