



**Metro**

Metropolitan Transportation Authority

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**OPERATIONS COMMITTEE  
MAY 18, 2006**

**SUBJECT: CONTRACT NO. PS0692401822, DATA CENTER CLEANING  
LMI DATA CENTER CLEANING**

**ACTION: AWARD A CONTRACT FOR DATA CENTER CLEANING SERVICES**

**RECOMMENDATION**

Authorize the Chief Executive Officer to award a 3-year, firm fixed price contract, Contract No. PS0692401822, to LMI Data Center Cleaning, for data center cleaning services in the amount of \$211,340, inclusive of two, one-year options, effective July 1, 2006.

**RATIONALE**

To ensure that the Metro computer systems are running smoothly, the data center areas of the Gateway building must be kept in a “clean room” atmosphere. This means that dust particles and other contaminants must be kept at a minimum. Additionally, the equipment located in these areas also requires specialized cleaning.

The areas to be cleaned house the Metro’s data center, data center administrative offices, telephone switch, internet connections and computer equipment that monitors and tracks all Metro buses in service. Metro business functions depend on the continuous smooth operation of the equipment located in these areas.

Industry practitioners recommend cleaning data centers on a weekly basis. Due to budget constraints during FY06, the data center cleaning services were reduced to monthly cleaning. However, cleaning the data centers once a month is not sufficient to ensure a “clean room” atmosphere and ensure that operation of computer is not jeopardized due to inadequate cleaning. Staff determined it is in the best interest of Metro to resume weekly in lieu of monthly services.

**FINANCIAL IMPACT**

The funding of \$76,000 for this service is included in the FY07 proposed budget in cost center 6430, Building Services under projects 100030, 100060 and 100080. Since this is

a multi-year contract, the cost center manager and Executive Officer will be accountable for budgeting the cost in future years, including any option(s) exercised. In FY06, \$28,320 has been expended on data center cleaning services through February.

### **ALTERNATIVES CONSIDERED**

The alternatives to contracting with an outside vendor for data center cleaning service follow:

- 1) Use Metro personnel and equipment for these services. This alternative is not recommended because Metro does not have the properly trained staff or the specialized equipment to perform these services.
- 2) Not provide the specialized services. This alternative is not recommended because the data center rooms must be kept in a “clean room” state at all times to maintain system reliability and mitigate service disruption.

### **ATTACHMENTS**

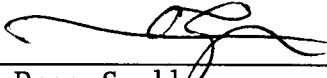
- A. Procurement Summary
- A-1. Procurement History
- A-2. List of Subcontractors

Prepared by: Brian Soto,  
Director, General Services



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Don Ott  
Executive Officer, Administration



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Roger Snoble  
Chief Executive Officer

**BOARD REPORT ATTACHMENT A  
PROCUREMENT SUMMARY**

**PS0692401822 DATA CENTER CLEANING**

1.	Contract Number: PS0692401822		
2.	Recommended Vendor: LMI Data Center Cleaning City: Hesperia, State: California 92345 Total Dollar Amount: \$211,340		
3.	Cost/Price Analysis Information:		
	A. Bid Price: \$211,340	Recommended Price: \$211,340	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Firm Fixed Price		
5.	Procurement Dates:		
	A. IFB Issued: January 17, 2006		
	B. Advertised Date: December 1, 2005		
	C. Pre-bid Conference: January 23, 2006		
	D. Bids Due: February 2, 2006		
	E. Pre-Qualification Completed : March 31, 2006		
	F. Conflict of Interest Form Submitted to Ethics: March 9, 2006		
6.	Small Business Participation:		
	A. Bid Goal 0%	Date Small Business Evaluation Completed: October 3, 2005	
	B. Small Business Commitment: 0%		
7.	Invitation for Bid Data:		
	Notifications Sent: 14	Bids Picked up: 3	Bids Received: 3
8.	Evaluation Information:		
	A. Bidders Names: LMI Data Center Cleaning Premier Solutions Mainframe Environmental ProSource Technical Services, LLC	Bidders Amount: \$211,340 \$442,780 \$459,555 Bid turned in late.	Best and Final Offer Amount: N/A
	B. Evaluation Methodology: Contract awarded to lowest responsive & responsible bidder.		
9.	Protest Information:		
	A. Protest Period End Date: May 24, 2006		
	B. Protest Receipt Date: TBD		
	C. Disposition of Protest Date: TBD		
10.	Contract Administrator: Bassar Richardson	Telephone Number: 213.922.4596	
11.	Project Manager: Phyllis Meng	Telephone Number: 213.9222375	

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

**PS0692401822 DATA CENTER CLEANING**

**A. Background on Contractor**

LMI Data Center Cleaning is located in Hesperia, California. LMI draws on over 18 years of data center cleaning experience to provide superior results in any data center or critical environment.

LMI is the incumbent data center cleaning contractor and has been providing these services since January 2000. Their cleaning services have been performed in a satisfactory manner.

LMI has provided the same or similar data center cleaning services to various clients including San Bernardino County, 21<sup>st</sup> Century Insurance, Boeing Aircraft and Space Divisions. Based on the Contractor's experience and professional workmanship, Metro will continue to expect satisfactory service throughout the life of the contract.

**B. Procurement Background**

Metro conducted an Invitation for Bid (IFB) type procurement whereby the contract is awarded to the vendor that submitted the lowest responsive and responsible bid. Three firms, LMI Data Center Cleaning, Premier Solutions, and Mainframe Environmental responded. All bidders were deemed qualified. ProSource Technical Services, LLC were deemed non-responsive since they submitted their bid after the bid due date. LMI Data Center Cleaning was the lowest responsive bidder and thereby is recommended for the award.

**C. Evaluation of Proposals**

This Invitation for Bid (IFB) solicitation is in compliance with Metro Procurement's policies and procedures. Since ProSource Technical Services, LLC's bid package was received late; it was returned unopened.

**D. Cost/Price Analysis Explanation of Variances**

The recommended price has been determined to be fair and reasonable based upon adequate price competition.

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

**PS0692401822 DATA CENTER CLEANING**

PRIME CONTRACTOR –

LMI Data Center Cleaning

Small Business Commitment

Other Subcontractors

No sub-contracting opportunities were applicable to this procurement.

N/A

Total Commitment          0%