



**Metro**

Metropolitan Transportation Authority

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**OPERATIONS COMMITTEE  
JANUARY 17, 2008**

**SUBJECT: CONTRACT OP33442103, RAILROAD RIGHTS-OF-WAY TRASH AND  
VEGETATION REMOVAL SERVICES**

**ACTION: APPROVE CONTRACT AWARD**

**RECOMMENDATION**

Authorize the Chief Executive Officer to award a five-year firm fixed unit rate contract, Contract No. OP33442103 to Woods Maintenance Services, Inc. for trash and vegetation removal services for operational and non-operational railroad rights-of-way (ROWs), parcel properties and facilities in an amount not to exceed \$4,800,120, inclusive of two one-year options, effective March 1, 2008.

**RATIONALE**

The Los Angeles County Metropolitan Transportation Authority (LACMTA) owns over 280 miles of rights-of-way (ROWs). The Blue, Green, and Gold Lines account for 55.7 miles of ROWs, the Orange Line busway operates on 14 miles, over 160 miles are operated by the Southern California Regional Rail Authority (SCRRA) and 56.6 miles are non-operational and available for future transit expansion. This contract will provide trash and debris removal and mechanical vegetation control services for the 126 miles of operated and non-operational ROWs. Attachment A-3 shows a map of LACMTA owned ROWs. Attachment A-4 shows maintained ROW mileage. As part of a Memorandum of Understanding with LACMTA, the SCRRA is responsible for maintaining the ROWs on which they operate Metrolink services.

Trash removal for the Blue Line and non-freeway median portion of the Gold Line ROWs will continue under this contract, performed by a three-person crew on a weekly basis. Escorted by a trained lookout person, the cleanup crew walks the railroad ROWs and picks up trash, debris and refuse from fence line to fence line to dispose of it in an approved manner. Due to the narrow clearances of the Green Line ROW and the I-210 freeway portion of the Gold Line ROW, weekly trash cleanup service is performed during non-revenue service hours and is limited to areas across from and near the ends of platforms. Due to worker safety considerations, trash cleanup on the remaining Green Line and Gold Line ROW sections continues to be performed on an as needed basis during non-revenue service hours through track allocation. Service under this contract for the Red Line remains limited to periodic trash and vegetation cleanup inside traction power substations (TPSS) and

communication and signal house (C&S) compounds. This contract continues to provide for the removal of illegally dumped trash and debris from any location on the 14 miles long Metro Orange Line busway. Vegetation control is performed quarterly on these operated lines.

This contract continues regular and as-needed trash and vegetation removal services for parcel properties and the 56.6 miles of ROWs considered non-operational. Budgeted for quarterly maintenance, actual service frequencies vary according to conditions specific to the area such as vegetation growth, wind conditions, illegal dumping, or public complaint. Three three-person crews remain available to remove trash and unwanted vegetation and weed re-growth from railroad ROWs and parcel properties. In addition to these regular services, a quick response crew will be dispatched to respond to illegal dumps of heavy trash and debris on the ROWs. Any reported illegal dumps will be removed within two business days. Crews also maintain fenced perimeters on parcel properties, undeveloped lots, TPSS and C&S compounds, underneath station platforms, and inside train yards.

Regular cleanup services are essential to keep our properties relatively free from wind blown trash, dumped refuse and unwanted wild vegetation regrowth. These maintenance services are necessary to comply with local municipal ordinances and mitigate complaints from adjacent property owners. Local ordinances require regular trash and vegetation removal from unimproved properties. The issuance of citations by the authorities having jurisdiction and subsequent penalties may result if the properties are not kept clean. On operating railroad ROWs, vegetation re-growth control and removal is necessary to comply with Federal Railway Administration (FRA) and Public Utility Commission (PUC) requirements to allow for safe ROW clearances and unimpeded train engineer's line of sight for safe train operation.

Contract OP33442103 replaces two existing contracts with Woods Maintenance Services that are due to expire on February 29, 2008. One of the existing contracts provides trash removal service while the other contract provides vegetation removal service. This new contract combines the scopes of work of both existing contracts allowing crews to multi-task. Service under the new contract will commence as of March 1, 2008.

### **FINANCIAL IMPACT**

The funding of \$1,093,100 for this service is included in the FY08 budget in cost center 3344, Facilities Contracts & Administration under project 300022 (Blue Line Operations), 300033 (Green Line Operations), 300055 (Gold Line Operations) and 610041 (Property Management). Since this is a multi-year contract, the cost center manager and Chief Operations Officer will be accountable for budgeting the cost in future years, including any options exercised. In FY07, \$1,104,206 was expended on this service.

### **ALTERNATIVES CONSIDERED**

One alternative considered is to provide these services in-house. This would require the hiring of a significant number of additional personnel and purchase of additional

equipment, vehicles and supplies. Staff's analysis indicates this labor intensive task is not a cost-effective option.

Another alternative that was considered is to provide these services under two separate contracts as they are currently done. Multiple contracts that are performing somewhat similar work are more costly to manage and are less efficient. Staff opted to procure an all encompassing contract that provides savings in overall service cost and results in increased maintenance efficiencies.

### **ATTACHMENTS**

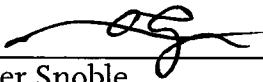
- A. Procurement Summary
- A-1 Procurement History
- A-2 List of Subcontractors
- A-3 Railroad Rights-of-way Map
- A-4 Metro Maintained ROWs

Prepared by: Brady Branstetter, Director, Facilities Maintenance  
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Carolyn Flowers  
Chief Operations Officer



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Roger Snoble  
Chief Executive Officer

**BOARD REPORT ATTACHMENT A  
PROCUREMENT SUMMARY**

**RAILROAD RIGHTS-OF-WAY TRASH AND VEGETATION REMOVAL SERVICES**

1.	Contract Number: OP33442103		
2.	Recommended Vendor: Woods Maintenance Services, Inc.		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: \$4,800,120	Recommended Price: \$4,800,120	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Fixed Unit Rate		
5.	Procurement Dates:		
	A. Issued: 10/16/07		
	B. Advertised: 10/16/07, 10/17/07, 10/19/07		
	C. Pre-bid Conference: 10/17/07		
	D. Bids Due: 11/13/07		
	E. Pre-Qualification Completed: 11/19/07		
	F. Conflict of Interest Form Submitted to Ethics: 11/30/07		
6.	Small Business Participation:		
	A. Bid/Proposal Goal: 15% DALP	Date Small Business Evaluation Completed: 12/11/07	
	B. DALP Commitment: 0 % (Details are in Attachment A-2)		
7.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent:  34	Bids/Proposals Picked up:  32	Bids/Proposals Received:  9
8.	Evaluation Information:		
	A. Bidders/Proposers Names:	<u>Bid/Proposal Amount:</u>	<u>Best and Final Offer Amount:</u>
	Executive-Suite Services, Inc.	\$3,822,936	Not Applicable to Sealed Bid Procurement
	Woods Maintenance Services, Inc.	\$4,800,120	
	Diversified Landscape Co.	\$5,172,960	
	Accent Landscape, Inc.	\$5,923,320	
	SBM Contracting	\$6,471,816	
	Far East Landscape	\$6,747,000	
	Pestmaster Services	\$7,587,528	
	Tree Element Inc.	\$10,915,195	
	Bennett Landscape	\$18,915,000	
	B. Evaluation Methodology: Sealed Bid (Details are in Attachment A-1.C)		
9.	Protest Information:		
	A. Protest Period End Date: 01/22/08		
	B. Protest Receipt Date: T.B.D.		
	C. Disposition of Protest Date: T.B.D.		
10.	Contract Administrator: Nicole Dang	Telephone Number: 213-922-7438	
11.	Project Manager: Keith Jackson	Telephone Number: 213-922-8888	

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

**RAILROAD RIGHTS-OF-WAY TRASH AND VEGETATION REMOVAL SERVICES**

**A. Background on Contractor**

Woods Maintenance Services, Inc. specializes in graffiti abatement, landscape maintenance, pressure washing, and weed, trash and debris abatement using well trained and qualified staff. Woods Maintenance Services, Inc. has been in business for 32 years and is located in North Hollywood, California. Some of their current municipal customers include cities of Los Angeles, Culver City, Santa Clarita, Diamond Bar, Tustin and South Pasadena. Woods Maintenance Services, Inc. performance at Metro under its existing contracts has been satisfactory to date.

**B. Procurement Background**

Procurement Staff utilized a competitive sealed bid-type procurement under Invitation for Bids (IFB) No. 33442103. The base firm fixed unit rate contract period is for three years, with two one-year options, for a total potential contract term of five years. A firm fixed unit rate contract is defined as a contract that has a clearly defined cycle or frequency of service, where each cycle is priced on a firm fixed basis. The agency has the right to adjust the frequency to some degree without any adjustment to the per cycle unit price. The contract period of performance is anticipated to begin on March 1, 2008. Prior to the November 13, 2007 bid deadline, nine firms submitted bids: Executive-Suite Services, Inc., Woods Maintenance Services, Inc., Diversified Landscape Co., Accent Landscape, Inc., SBM Contracting, Inc., Far East Landscape & Maintenance Co., Pestmaster Services, Tree Element Inc., and Bennett Landscape.

The Diversity and Economic Opportunity department (DEOD) recommended a Voluntary Disadvantaged Business Enterprise Anticipated Level of Participation (DALP) of 15% based on a level of participation that could reasonably be expected in this type of contract.

**C. Evaluation of Bids**

This procurement was conducted in accordance, and complies with, standard Metro Procurement policies and procedures for a competitive sealed bid. Bids were received from nine firms. Executive-Suite Services, Inc. did not meet the IFB's minimum requirements for relevant work experience in Railroad Rights-of-Way clean-up and vegetation removal. Far East Landscape & Maintenance Co. and Tree Elements Inc. were eliminated from consideration for award after having failed to submit pre-qualification applications. The other six bidders were determined to be responsive, responsible and qualified to perform the required services based on the IFB's minimum requirements and technical evaluation by the Metro Project manager. Reference checks were performed for all six responsive responsible bidders and resulted in positive remarks.

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

The recommended contract amount has been determined to be fair and reasonable based on the adequate competition consisting of six responsive and responsible bidders. In addition to adequate competition, the recommended bidder's price is 19% lower than the Metro's Independent Cost Estimate (ICE).

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

**RAILROAD RIGHTS-OF-WAY TRASH AND VEGETATION REMOVAL SERVICES**

**PRIME CONTRACTOR – Woods Maintenance Services, Inc.**

**DALP:**

**Subcontractor's Name**

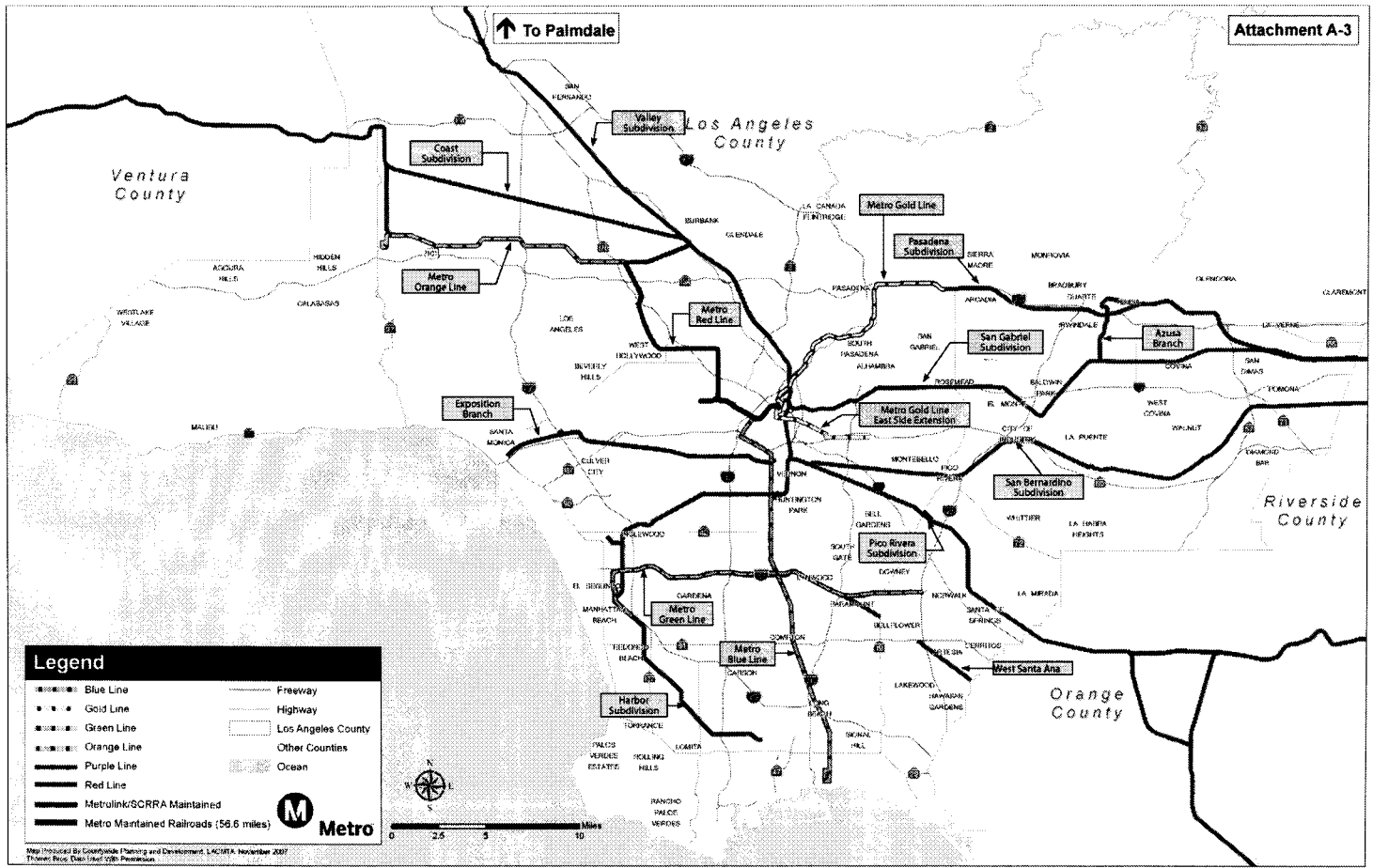
**Commitment**

None

None

Total DALP Commitment 0%





**BOARD REPORT ATTACHMENT A-4**

**Metro Maintained ROWS**

<b>ROW Description</b>	<b>Service Frequency</b>	<b>Metro Operated Miles</b>	<b>Inactive ROWs &amp; Metro Non-Operated Miles</b>	<b>Total</b>
Metro Blue Line	Weekly	22.0	-	22.0
Metro Green Line	Weekly	20.0	-	20.0
Metro Gold Line	Weekly	13.7	-	13.7
Metro Orange Line	Weekly	14.0	-	14.0
Azusa Branch	Quarterly		4.3	4.3
Burbank Branch	Quarterly	-	5.8	5.8
Exposition Branch	Quarterly	-	14	14.0
Harbor Subdivision	Quarterly	-	26.3	26.3
West Santa Ana Branch	Quarterly	-	6.1	6.1
Pico Rivera Subdivision	Quarterly	-	0.1	0.1
<b>Total Metro Maintained Miles</b>		<b>69.7</b>	<b>56.6</b>	<b>126.3</b>