



OPERATIONS COMMITTEE
OCTOBER 17, 2002

Metropolitan
Transportation
Authority

One Gateway Plaza
Los Angeles, CA
90012-2952

SUBJECT: GLAZIER SERVICES

**ACTION: AMEND CONTRACT OP33440808 WITH ACME GLASS &
MIRROR IN THE AMOUNT OF \$330,000**

RECOMMENDATION

Authorize the Chief Executive Officer to execute an amendment to Contract No. OP33440808 with Acme Glass & Mirror, to replace damaged glass panels at Metro transit stations in an amount not to exceed \$330,000 over the remaining 20 months in the term of the contract, increasing the total not to exceed contract value from \$298,489 to \$628,489.

RATIONALE

This contract provides glazier services for all MTA bus and rail transit stations and facilities. The scope of work involves the installation of new glass panels and the replacement of damaged ones. Due to the high level of vandalism, many transit station elevator glass panels are etched by vandals and are in need of replacement. The damaged panels either predate the installation of graffiti guard film, which is now applied to all new glass installations, or have been etched so severely that the etching went through the protective film and onto the glass panel face. Replacement of the etched glass panels is necessary in order to alleviate its negative visual impact on system patrons and to improve the appearance of station facilities. The above recommendation is needed for a one-time replacement of all damaged glass panels. After replacement, the panels will be protected with anti-graffiti guard film.

FINANCIAL IMPACT

Funding of \$230,000 for this service is included in the FY03 budget in Cost Center number 3344, under Project 300044, Task 44.7.02; Project 300033, Task 33.7.02; Project 300022, Task 22.7.02 and Project 300011, Task 11.3.01.4.01. Since this item is for a multi-year contract, the Cost Center Manager and Deputy Chief Executive Officer will be accountable for budgeting the amount in future years. In fiscal year 2002, \$102,338 was expended on this activity.

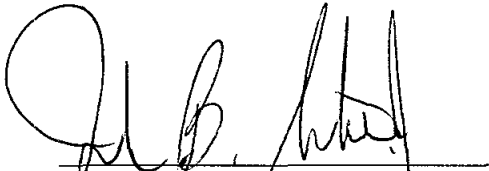
ALTERNATIVES CONSIDERED

One alternative considered is to provide the service in-house. This would require the hiring of additional personnel and the purchase of additional equipment and materials. Staff's analysis indicates that this is not a cost effective option for the MTA.

ATTACHMENT

- A. Procurement Summary, Attachment A
- B. Procurement History, Attachment A-1
- C. List of Subcontractors, Attachment A-2

Prepared by: Hussein Farah, Facilities Maintenance Manager
 Frank Clarke, Contract Administrator



John B. Catoe, Jr.
Deputy Chief Executive Officer



Roger Snoble
Chief Executive Officer

**BOARD REPORT ATTACHMENT A
PROCUREMENT SUMMARY**

GLASS PANEL SERVICE

1.	Contract Number: OP33440808		
2.	Recommended Vendor: Acme Glass & Mirror		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: \$330,000	Recommended Price: \$330,000	
	B. Details of Significant Variances:		
4.	Contract Type: Firm Fixed Unit Rate		
5.	Procurement Dates:		
	A. Issued: N/A		
	B. Advertised: N/A		
	C. Pre-proposal Conference: N/A		
	D. Proposals Due: N/A		
	E. Pre-Qualification Completed: 3/25/99		
	F. Conflict of Interest Form Submitted to Ethics: March 15, 1999		
6.	Small Business Participation:		
	A. Bid/Proposal Goal: 0%	Date Small Business Evaluation Completed: N/A	
	B. Small Business Commitment: 0%		
7.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent: N/A	Bids/Proposals Picked up: N/A	Bids/Proposals Received: N/A
8.	Evaluation Information:		
	A. Bidders/Proposers Names: Acme Glass & Mirror	<u>Bid/Proposal Amount:</u> \$330,000	<u>Best and Final Offer Amount:</u> \$330,000
	B. Evaluation Methodology: N/A		
9.	Protest Information:		
	A. Protest Period End Date: N/A		
	B. Protest Receipt Date: N/A		
	C. Disposition of Protest Date: N/A		
10.	Contract Administrator: Frank Clarke/Rick Owens	Telephone Number: (213) 922-1067	
11.	Project Manager: Hussein Farah	Telephone Number: (213) 922-8877	

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

A. Background of Contractor

Acme Glass & Mirror Company specializes in providing glazier services, which involves the installation of new glass panels and the replacement of damaged ones. Acme Glass has been in business since 1946 and is located in Long Beach, California. Some of their current customers include the City of Long Beach, California State University at Long Beach, the Long Beach Convention Center, the Aquarium of the Pacific, Boeing, KV Mart, and Fujitec Elevator.

Acme Glass & Mirror's performance for the MTA under the present Contract OP33440808 has been satisfactory to date.

B. Procurement Background

In May 1999, the Board awarded a five year contract to Acme Glass & Mirror Co., of Long Beach, California, the lowest responsive, responsible bidder to furnish and install replacement glass at the MTA operating properties for a not-to-exceed amount of \$298,489, inclusive of two one-year options.

C. Evaluation of Bids

Not Applicable

D. Price Analysis and Explanation of Variances

The original recommended Contract price was determined to be fair and reasonable based upon price analysis selection of the lowest responsive/responsible bidder.

Acme's bid amount is a not-to-exceed value based on the estimated level of services to be required each year. The bid includes fixed unit rates for estimated quantities. The contractor's actual compensation will be dependent upon actual maintenance requirements.

All rates of the existing Contract will apply to any additional and future work to the original scope of work during the duration of this contract.

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

PRIME CONTRACTOR –

Acme Glass & Mirror Company, Long Beach, CA

Subcontractors

None.

Small Business Commitment

The MTA waived the Voluntary Anticipated Levels of Participation (VALP) goal for this procurement based on the lack of subcontracting opportunities. It is anticipated that the Prime Contractor will provide the services, supplies, and/or equipment required on this contract with minimal, if any, subcontracting.