

**Metro**Los Angeles County
Metropolitan Transportation AuthorityOne Gateway Plaza
Los Angeles, CA 90012-2952213.922.2000 Tel
metro.net**OPERATIONS COMMITTEE
JUNE 18, 2009****SUBJECT: DATA CENTER CLEANING SERVICES****ACTION: AWARD CONTRACT NO. PS0964302436****RECOMMENDATION**

Authorize the Chief Executive Officer to award a five-year, firm-fixed-price contract, Contract No. PS0964302436, to Value Facility Services Inc., for data center cleaning services in the amount of \$273,600, inclusive of two, one-year options, effective July 1, 2009.

RATIONALE

To ensure that the 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 to a minimum. Industry practitioners recommend cleaning data centers on a weekly basis. Additionally, the equipment located in these areas requires specialized cleaning.

Areas requiring data center cleaning services are the 2nd floor security control room, data center, data center administrative offices, telephone switch room including internet connections, and 6th floor Advanced Transportation Management System (ATMS) computer rooms including equipment that monitors and tracks all buses in service. Business functions depend on the continuous smooth operation of the equipment located in these areas.

FINANCIAL IMPACT

Funding of \$60,000 for these services is included in the FY10 proposed budget in cost center number 6430, Building Services, under project 100090. In FY09, \$72,383 has been expended through May.

Since this is a multi-year contract, the cost center manager and Chief Administrative Officer will be accountable for budgeting the cost in future years, including any options exercised.

Impact on Enterprise Funds Bus and Rail Expenditures

The sources of funds for these expenditures are a combination of Enterprise Funds (80%) and Prop A and C administrative funds (20%). The Enterprise Funds are eligible for bus and rail operating and capital expenses.

ALTERNATIVES CONSIDERED

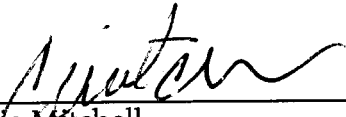
The alternatives to contracting with an outside vendor for data center cleaning service follow:

- 1) Use 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 avoid service disruption.

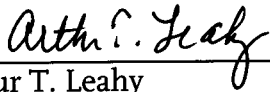
ATTACHMENTS

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

Prepared by: Irma L. Licea, Acting DEO, General Services



Lonnie Mitchell
Chief Administrative Services Officer



Arthur T. Leahy
Chief Executive Officer

**BOARD REPORT ATTACHMENT A
PROCUREMENT SUMMARY**

DATA CLEANING SERVICES

1.	Contract Number: PS0964302436		
2.	Recommended Vendor: Value Facility Services, Inc.		
3.	Cost/Price Analysis Information:		
	A. Proposed Price: \$ 273,600	Recommended Price: \$ 273,600	
	B. Details of Significant Variances are in Attachment A-1.D N/A		
4.	Contract Type: Firm Fixed Price		
5.	Procurement Dates:		
	A. Issued: March 27, 2009		
	B. Advertised: April 1, 2009		
	C. Pre-proposal Conference: April 1, 2009		
	D. Proposals Due: April 20, 2009		
	E. Pre-Qualification Completed: Estimated completion date is May 14, 2009.		
	F. Conflict of Interest Form Submitted to Ethics: April 22, 2009		
6.	Small Business Participation:		
	A. Proposal Goal: 0 %	Date Small Business Evaluation Completed: March 9, 2009	
	Small Business Commitment: 0%		
7.	Request for Proposal Data:		
	Notifications Sent: 30	Proposals Picked up: 4	Proposals Received: 4
8.	Evaluation Information:		
	A. Proposers Names: Value Facility Services, Inc. Data Center Cleaning Specialist Data Clean Corp. Premier Solutions Co.	Proposal Amount \$229,440 \$399,300 \$441,779 \$550,170	Best and Final Offer \$273,600 \$339,405 \$375,000 \$916,950
	B. Evaluation Methodology: Methodology details are described in Attachment A-1.C		
9.	Protest Information:		
	A. Protest Period End Date: May 22, 2009		
	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: 213.922.2375	

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

DATA CENTER CLEANING SERVICES

A. Background on Contractor

Value Facility Services, Inc.
2706 Freezeland Road
Linden, VA 22642

Value Facility Services, Inc., (VFSI) was established in 1980. VFSI's home office is located in Linden, VA, with satellite offices throughout the United States, which include Washington, D.C., Las Vegas, Nevada, and Atlanta, Georgia to name a few. VFSI's services include zinc whisker remediation, plenum and sub floor cleaning, post construction clean up, exterior as well as interior cleaning of all hardware devices. VFSI is also known for their highly efficient 24X7 disaster recovery service. In addition, VFSI views industrial hygiene and environmental health and safety as a critical concern during the performance of each assignment.

VFSI has done work for Warner Brothers Studios, American Suzuki Motor Corporation, University of Alabama Hospital, and the Office of Information Technology Services. Metro has not had any prior experience with VFSI, however, based on the positive references received from five vendors that currently use their services, Metro staff has confidence in VFSI's ability to provide Metro with quality services.

B. Procurement Background

This firm-fixed-price-contract for Data Center Cleaning Services in the amount of \$273,600 is for three years, with two 1-year options for a total of five years. Metro issued solicitation No. PS0964302436 dated March 27, 2009, to award a contract to a qualified vendor to provide Data Center Cleaning Services. Four vendors responded, Value Facility Services, Inc., Data Center Cleaning Services, Data Clean Corporation, and Premier Solutions. Several iterations of the statement of work occurred, which necessitated Metro to request a Best and Final Offer (BAFO) from the four vendors. Based on the proposals received, Value Facility Services, Inc. demonstrated a clear understanding of the scope of services.

C. Evaluation of Proposal

Competitive qualification statements were sought and evaluated by a Source Selection Committee. All proposals were evaluated and determined to be technically competent in accordance with the statement of work. Based on the point system outlined in the Evaluation Criteria of the Request for Proposal, the Source Selection Committee recommended Value Facility Services, Inc. for contract award. VFSI's initial proposed price of \$229,440 did not include pricing for option years 1 and 2. VFSI's BAFO of \$273,600 includes pricing for option years 1 and 2.

D. Cost/Price Analysis Explanation of Variances

Based on review of the BAFO(s), Value Facility Services, Inc. submitted the lowest responsive and responsible proposed price. VFSI's proposed price is 24 percent less than the next lowest proposed price and 82 percent less than Metro's in-house estimate. Based on the above, VFSI's proposed price is fair and reasonable.

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

DATA CENTER CLEANING SERVICES

<u>PRIME CONTRACTOR</u>	<u>DBE Commitment</u>	<u>Other Subcontractors</u>
Value Facility Services, Inc.	0%	None

The Diversity & Economic Opportunity Department (DEOD) recommends the following DBE Anticipated Level of Participation: 0%

