

LASAFE

**SAFE BOARD
MAY 22, 2014**

SUBJECT: KENNETH HAHN CALL BOX SYSTEM MAINTENANCE

ACTION: APPROVE CONTRACT

RECOMMENDATIONS

- A. Authorize the Chief Executive Officer (CEO) to award a 6-year base with two, 2-year options, firm fixed price Contract No. PS14SAFE005 to Case Systems, Inc. to provide maintenance services to the Kenneth Hahn Call Box System in an amount not-to-exceed \$10,219,598.

ISSUE

LA SAFE is responsible for the maintenance and operation of the Los Angeles County Kenneth Hahn Call Box System. The existing contract for these services is set to expire on August 31, 2014. The award of this contract will enable LA SAFE to fulfill its obligation to maintain the call box system to ensure the continued reliable operation of the call boxes to the motoring public.

DISCUSSION

The Los Angeles County Call Box System is comprised of approximately 1,700 call box sites located on the freeways, highways, and unincorporated county roads throughout Los Angeles County. The maintenance and repair of the call box system is comprised of four (4) major categories:

1. Preventative Maintenance and Cleaning
2. Field Repair
3. Shop Repair
4. Site Installation/Removal

Each day, all call boxes throughout the system automatically call to report functional status. In addition, field inspection of call boxes initiates service reports for required repairs. On average, 20 to 30 call boxes require some level of daily response. Reports include, but are not limited to, call box damage due to vandalism or knockdowns,

cellular transmission problems, and power (battery) source problems. This new contract requires that all call boxes that have reported problems are quickly and effectively visited and repaired.

The contract requires the contractor to visit each call box every six months for a preventive maintenance check and cleaning and is also required to respond within 72 hours of a reported incident for the abatement of graffiti. In addition, because freeway environments are always fluctuating due to Caltrans construction and maintenance, the Contractor, on occasion, will have to temporarily or permanently remove a call box site or install a new call box site at an alternate location.

The contract also requires the contractor to maintain a warehouse facility to store LA SAFE owned call box housings, electronics, poles, other appurtenances and other LA SAFE, 511, Freeway Service Patrol, and Metro materials or equipment.

DETERMINATION OF SAFETY IMPACT

Currently no impact to safety is foreseen. However, if call boxes are not maintained there will be a negative safety impact to the motoring public.

FINANCIAL IMPACT

The funding of \$1,400,000 for call box system maintenance is included in LA SAFE's FY15 budget, pending approval, under cost center 3351, project 300209.

Since this is a multi-year project, the cost center manager and Executive Officer, Congestion Reduction will be responsible for budgeting the costs in future years, including any option years that are exercised.

Impact to Budget

The source of funding identified for this project is from a portion of the I\$1 per year surcharge that is provided to LA SAFE for vehicles registered in Los Angeles County. . No other sources of funding were considered. These funds are not eligible for bus and rail operating and capital expenditures.

ALTERNATIVES CONSIDERED

The Board may decide not to authorize the execution of this contract. This alternative is not recommended as LA SAFE will not be able to fulfill its mandate to operate and maintain LA County's call box system.

NEXT STEPS

Upon approval by the Board, the Contracting Officer will execute the contract with Case Systems, Inc. to continue to provide uninterrupted service.

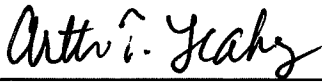
ATTACHMENTS

- A. Procurement Summary
- B. Funding/Expenditure Plan

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Vendor/Contract Management



Arthur T. Leahy
Chief Executive Officer

**PROCUREMENT SUMMARY
KENNETH CALL BOX SYSTEM MAINTENANCE**

1.	Contract Number: PS14SAFE005	
2.	Recommended Vendor: CASE Systems, Inc.	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: October 7, 2013	
	B. Advertised/Publicized: October 8-17, 2013	
	C. Pre-proposal/Pre-Bid Conference: October 16, 2013	
	D. Proposals/Bids Due: November 12, 2013	
	E. Pre-Qualification Completed: February 20, 2014	
	F. Conflict of Interest Form Submitted to Ethics: February 26, 2014	
	G. Protest Period End Date: May 21, 2014	
5.	Solicitations Picked up/Downloaded: 15	Bids/Proposals Received: 2
6.	Contract Administrator: Victor Zepeda	Telephone Number: (213) 922-1458
7.	Project Manager: Iain Fairweather	Telephone Number: (213) 922-5650

A. Procurement Background

This Board Action is for the approval of Contract PS14SAFE005 to provide freeway call box maintenance for the Kenneth Hahn Call Box System.

The RFP was issued in accordance with LA SAFE's Procurement Policy and the contract type is Firm Fixed Price. Two amendments were issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on October 25, 2013, revised Appendix B, Price Form, provided electronic copies of the Plan-Holder's list, sign-in sheets, and meeting minutes of the Pre-Proposal Conference, and provided responses to proposer questions.
- Amendment No. 2, issued on October 31, 2013, clarified Appendix B, Price Form, clarified the Statement of Work, and extended the due date.

A pre-proposal conference was held on October 16, 2013. Forty-three questions were asked and responses were released prior to the proposal due date. Two proposals were received by the due date, November 12, 2013.

B. Evaluation of Proposals

Two proposers responded to this solicitation. A Proposal Evaluation Team (Team) consisting of staff from LA SAFE, Metro's Highway Program, and Metropolitan Transportation Commission-SAFE (Bay Area) was convened and conducted a comprehensive technical evaluation of the proposals received.

In order to be considered technically qualified to perform the services required, proposers had to meet Minimum Requirements on a pass/fail basis. Proposers qualified under the Minimum Requirements criteria were then evaluated according to the following evaluation criteria and weights:

- Personnel 20%
- Management Plan 20%
- Understanding of the Work Plan and Approach 20%
- Cost Proposal 30%
- SBE Participation 10%

The evaluation criteria are appropriate and consistent with criteria developed for other similar best value procurements

Of the two proposals received, both were determined to be in the competitive range. The two firms are listed below in alphabetical order:

1. CASE Systems, Inc. (CASE)
2. Woods Maintenance Services, Inc. dba Woods Wireless Technologies (Woods)

Qualifications Summary of Firms Within the Competitive Range:

CASE

CASE is a Metro certified SBE firm specializing in the maintenance of call box systems. Established in 2008, CASE's officers and senior managers possess a combined 100 years call box and wireless technology experience.

CASE has call box maintenance contracts on other SAFE programs in San Bernardino, Ventura, Del Norte County, and the Bay Area.

Woods

Woods was established in 1975 and has been providing call box, railway maintenance, and graffiti abatement services for LA SAFE and Metro since 2003. For the last ten years, Woods has provided call box maintenance services for LA SAFE. Woods demonstrated a thorough understanding of the required call box maintenance to be performed; however, the proposal lacked SBE participation.

During November 18, 2013 through December 13, 2013, the Team evaluated the technical proposals. Both CASE and Woods passed the minimum qualification requirements and were evaluated in accordance with the pre-established evaluation criteria. The final scoring is as follows:

1	FIRM	Average Score	Factor Weight	Weighted Average Score	Rank
2	CASE				
3	Personnel	70.00	20%	14.00	
4	Management Plan	78.33	20%	15.67	
5	Work Plan and Approach	86.67	20%	17.33	
6	Cost Proposal	99.20	30%	29.76	
7	SBE	100.00	10%	10.00	
8	Total		100.00%	86.76	1
9	Woods				
10	Personnel	83.33	20%	16.67	
11	Management Plan	75.00	20%	15.00	
12	Work Plan and Approach	80.00	20%	16.00	
13	Cost Proposal	100.00	30%	30.00	
14	SBE	0.00	10%	0.00	
15	Total		100.00%	77.67	2

C. Cost/Price Analysis

The recommended price has been determined to be fair and reasonable based upon an independent cost estimate, cost analysis, technical evaluation, fact finding, and negotiations.

	Proposer Name	Proposal Amount	Negotiated
1.	CASE	\$10,957,516	\$10,219,598

D. Background on Recommended Contractor

The recommended firm, CASE located in Irvine, CA has been in business for six years and is a leader in the call box maintenance industry. CASE installs and maintains call boxes and traffic counters in California and other states. CASE holds a C-7 Low Voltage Systems and C-10 Electrical Licenses. CASE has assembled a highly qualified team consisting of CASE and 1 subcontractor, P A R Enterprises (PAR). Established in 1998, PAR maintains an A-General Engineering License and provides preventative maintenance services. Since 2008, PAR and CASE have been collaborating as a team to provide call box maintenance services.

Not only does the team have experience working together, the proposed project manager has over 24 years of traffic industry experience and a senior technician with 16 years of call box experience. While this is the first contract for LA SAFE, CASE has extensive experience providing call box maintenance and installation services to San Bernardino SAFE, Ventura SAFE, and the Metropolitan Transportation Commission.

E. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) established a 10% Small Business Enterprise (SBE) goal for this solicitation. Case Systems, Inc. made a 100% SBE commitment.

SMALL BUSINESS GOAL	SBE 10%	SMALL BUSINESS COMMITMENT	SBE 100%
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	SBE Subcontractors	% Committed
1.	Case Systems, Inc. (SBE Prime)	88.24%
2.	PAR Enterprises	11.76%
	Total Commitment	100.00%

F. All Subcontractors Included with Recommended Contractor’s Proposal

	Subcontractor	Services Provided
1.	P A R Enterprises	Call Box Maintenance

**FUNDING/EXPENDITURE PLAN
KENNETH CALL BOX SYSTEM MAINTENANCE**

	FY15	FY16	FY17	FY18	FY19	FY20	Total	% of Total
Uses of Funds								
Maintenance of Call Boxes	\$335,858.88	\$335,858.88	\$335,858.88	\$335,858.88	\$335,858.88	\$335,858.88	\$2,015,153.28	28%
Cleaning of Call Boxes	\$352,487.72	\$352,487.72	\$352,487.72	\$352,487.72	\$352,487.72	\$352,487.72	\$2,114,926.32	29%
Site Restoration	\$161,402.85	\$161,402.85	\$161,402.85	\$161,402.85	\$161,402.85	\$161,402.85	\$968,417.12	13%
Call Box Removals (Assessment)	\$159,050.45	\$159,050.45	\$159,050.45	\$159,050.45	\$159,050.45	\$159,050.45	\$954,302.68	13%
Call Box Temporary Removals	\$18,330.90	\$18,330.90	\$18,330.90	\$18,330.90	\$18,330.90	\$18,330.90	\$109,985.40	2%
511 Signage: Installation, Cleaning, Maintenance	\$170,632.80	\$170,632.80	\$170,632.80	\$170,632.80	\$170,632.80	\$170,632.80	\$1,023,796.80	14%
Total Project Cost (Base 1-6)	\$1,197,763.60	\$1,197,763.60	\$1,197,763.60	\$1,197,763.60	\$1,197,763.60	\$1,197,763.60	\$7,186,581.60	100%

	Option 1		Option 2		n/a	n/a	Total	% of Total	
	FY21	FY22	FY23	FY 24					
Uses of Funds									
Maintenance of Call Boxes	\$213,840.00	\$213,840.00	\$209,992.80	\$209,992.80	n/a	n/a	\$847,665.60	28%	
Cleaning of Call Boxes	\$212,400.00	\$212,400.00	\$191,900.40	\$191,900.40	n/a	n/a	\$808,600.80	27%	
Site Restoration	\$166,725.00	\$166,725.00	\$90,337.50	\$90,337.50	n/a	n/a	\$514,125.00	17%	
Call Box Removals (Assessment)	\$160,875.00	\$160,875.00	\$84,562.50	\$84,562.50	n/a	n/a	\$490,875.00	16%	
Call Box Temporary Removals	\$19,529.38	\$19,529.38	\$20,910.00	\$20,910.00	n/a	n/a	\$80,878.76	3%	
511 Signage: Installation, Cleaning, Maintenance	\$67,639.04	\$67,639.04	\$77,796.58	\$77,796.58	n/a	n/a	\$290,871.24	10%	
Total Project Cost	\$841,008.42	\$841,008.42	\$675,499.78	\$675,499.78	n/a	n/a	\$3,033,016.40	100%	
Sources of Funds	DMV Registration Fee								
Total Project Funding							\$10,219,598.0	100%	