

23

23

OPERATIONS COMMITTEE

RECOMMENDATION

The Committee concurred with the staff recommendation to approve a one-year unit rate contract and to exercise two one-year options for renewal, contingent upon availability of funds, to U.S. Data Source, Inc., under Bid No. 04-9525 covering reduced fare identification cards for a total contract amount of approximately \$121,000.

OPS 5

OPS 5



Los Angeles County
Metropolitan
Transportation
Authority

July 12, 1995

818 West Seventh Street
Suite 300
Los Angeles, CA 90017

213.972.6000

TO: OPERATIONS COMMITTEE

THROUGH: FRANKLIN E. WHITE

FROM: JUDITH T. PIERCE / ARTHUR T. LEAHY

[Handwritten signature]
Arthur T. Leahy

SUBJECT: REDUCED FARE IDENTIFICATION CARDS

RECOMMENDATION

Consider the Chief Executive Officer's report containing recommendation to award a one-year unit rate contract and authority to exercise two one-year options for renewal, contingent upon availability of funds, to U. S. Data Source, Inc., Downey, the lowest responsive, responsible bidder under Bid No. 04-9525, covering reduced fare identification cards for a total contract amount of approximately \$121,000/yr.

DBE PARTICIPATION

A 10% DBE goal was established for this procurement.

ALTERNATIVES CONSIDERED

None.

IMPACT ON BUDGET AND OBJECTIVES

This procurement is funded under Account No. 50304 in the Authority's FY'96 budget.

BACKGROUND

A. Justification

Identification cards are required to identify participants of the student, college, reduced fare and County buydown programs. The recommended contract will cover data input, manufacturing and mailing of the cards.

Mailing Address:
P.O. Box 194
Los Angeles, CA 90053

Operations Committee
July 12, 1995
Page 2

B. Procurement Process

On March 10, 1995, Invitation for Bid No. 04-9525 based upon estimated quantities was advertised and notices were sent to 27 prospective bidders. On April 25, 1995 bids were received and opened from the following firms:

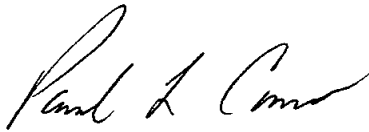
Firm	Total Bid
U. S. Data Source, Inc.	\$120,496/yr.
Datagraphic Computer Services, Inc.	161,600/yr.
International Business Systems Corp.	174,800/yr.

In accordance with the Authority's Policies and Procedures, a technical evaluation was performed by the Customer Service Department. A trial run was performed by the low bidder, U.S. Data Source, Inc. It was determined that U.S. Data Source, Inc. is in compliance with the technical specifications, qualified to do the work, and meets the DBE goal.

CONCLUSION

It is considered in the Authority's best interest to proceed with the award recommendation.

Prepared By: Amelia Earnest



Paul L. Como, Director
Procurement



Arthur J. Kimball
Deputy Chief Administrative Officer
Materiel

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

ABSTRACT OF PROPOSALS TO SELL MATERIAL - BID TABULATION:

PAGE 1 OF 1

DATE 07-12-95
 BID NO. 04-9525

BIDS OUTS 27 TOTAL 27
 BIDS OPENED 3 TOTAL 3
 ADVERTISEMENT: NO BID _____
 DATE 03/10/95 NO RESPONSE 24
 NEWSPAPER Los Angeles Daily News
 NON-MINORITY BIDS SENT 27 REC'D 3
 MINORITY BIDS 8 0

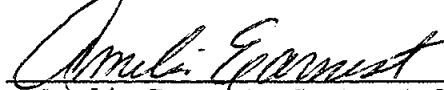
		U.S. Data Source, Inc. Downey, CA.	Datagraphic Comp. Serv. North Hollywood, CA	Int'l Business Syst. North Hills, CA.			
QUANTITY	ARTICLES	PRICE	PRICE	PRICE	PRICE	PRICE	PRICE
160,000	Student ID Cards	\$90,800	\$128,000	\$128,000			
25,000	County Resident ID Cards	\$20,400	\$30,000	\$30,000			
6,000	County Punch Card Processing	\$4,896	\$3,600	\$6,000			
13,500	Rejection Letters	\$4,320	N/C	\$10,800			
	TOTAL	\$120,496	\$161,600	\$174,800			
	OPTIONS:						
	1st Year	\$124,110	\$161,600	\$192,280			
	2nd Year	\$127,834	\$166,448	\$211,508			
	Note: Above prices are based upon estimated quantities						

ETHNIC BREAKDOWN

- (1) MAJORITY (4) ORIENTAL
 (2) BLACK (5) AMERICAN-INDIAN
 (3) SPANISH SURNAME (6) OTHER

I HEREBY CERTIFY U.S. Data Source, Inc. AS BEING THE HIGHEST BIDDER AND RECOMMEND THE AWARD TO THEM FOR TOTAL BID PRICE OF \$120,496

DATE 07-12-95


 Amelia Earnest, Contract Administrator



REQUEST TO PURCHASE

NOV 10 1994

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
PROCUREMENT DEPARTMENT

OMB

(213) 972-5028

OCPM-19
REV 12/93

Shaded Areas to be Completed by Procurement Department

Reqn. No.	4-3700-99
User Order Date	10-14-94
P.O. No.	
Order Placement Date	

FUND	DEPT	PROJECT	ACCOUNT	PROJECT	CONTRACT	GRANT	MAC
ACCOUNT NO.		A.F.E. NO.	WORK ORDER/MODE		GRANT NO.	PROCUREMENT OF CR	
50304			J0000			130	

Suggested Supplier: _____ Out To Bid _____

Please Ship To:
 470 Bauchet Street
 Los Angeles, CA 90012

Payment Terms	SHIP Via:	F.O.B.	User Required Date	Vendor Delivery Commitment
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Quantity	Description/Part Number	PRICE	UNIT	EXTENSION
	Student, Reduced Fare, and County Buydown ID card processing.			
	Not to exceed \$158,400 /yr.			

Technical Inspection Required Hazardous Material TOTAL

Placed By: Telephone Fax Mail With _____

REMARKS:

Requestor D. Lanz Ext. 27004 Date 10-13-94 Dept Head [Signature] Date 11/2/94

Budget	<u>[Signature]</u>	Date <u>11-5-94</u>	Procurement Panel	<u>[Signature]</u>	Date <u>11/4</u>
Legal	<u>[Signature]</u>	Date <u>10-20-94</u>	Procurement Officer	<u>[Signature]</u>	
Deputy Executive Officer	<u>[Signature]</u>	Date <u>10-31-94</u>	Authority Secretary	<u>[Signature]</u>	
Executive Officer	<u>[Signature]</u>	Date <u>11/26/94</u>	RECEIVED NOV 08 1994 PROCUREMENT L.A.C.M.T.A.		
Deputy CEO	<u>[Signature]</u>				
CEO					

SEND (3) COPIES DIRECT TO PROCUREMENT

WHITE - Procurement CANARY - Procurement PINK - Procurement GOLDENROD - Originator

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY PURCHASE REQUISITION JUSTIFICATION FORM

A. Requestor's Name D. Lanz Phone No. 27004

B. Requisition No. 4-3700-99 Date 9-29-94

C. Was item included in department's approved budget? Yes
If not, please explain: _____

D. Justification (Include impact on Authority and department objectives and why item is required):

Identification cards are required to identify participants
of the Student, College, Reduced Fare and County Buydown
Programs. This contract will cover data input and card manufacturing.

E. Basis of cost estimate (if over \$10,000, show how all costs were developed, including assumptions and calculations):

See Attached

F. Suggested sources of supply (attach separate sheet if necessary):

	Company Name	Address	Contact	Phone
1.	<u>See Attached</u>	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____

G. Disposition of equipment being replaced (if applicable)

Trade-in _____ Salvage _____ Sale _____

Use by other department _____

Comments: _____

H. Attach any of the following documents which are applicable to this procurement. If they are not available at this time, please provide the availability date of each.

		Check if attached or provide date of availability
1.	Scope of work	<input type="checkbox"/> _____
2.	Specifications	<input checked="" type="checkbox"/> _____
3.	Quotations	<input type="checkbox"/> _____
4.	Subcontract Planning Form	<input type="checkbox"/> _____
5.	Other	<input checked="" type="checkbox"/> _____

Requestor's Signature Dale Ray Date 9-30-94

SECTION 4
Bid No. 04-9525

FOR THE
LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

POSSIBLE CONFLICT OF INTEREST DISCLOSURE FORM

Proposers/bidders must provide the following information for itself and any subcontractor/suppliers listed in the proposal/bid. This information is required to avoid conflict of interest regarding approval of contract award by the Authority's Board of Directors. (Use additional sheets if necessary)

A. NAME CONTRACTOR/PROPOSER (PRIME)

U.S. DATA SOURCE, INC.
Principal/Contractor

MARTIN MADDEN, 310-869-8222
Contact and phone number

M.M. MADDEN, PRESIDENT
Partners/Officers/Stockholders

B. NAME OF SUBCONTRACTOR/SUPPLIER

PYRAMID IV SERVICE GROUP
Principle/Contractor

HAZEL BROWN, 213-465-6124
Contact and phone number

GLORIA VINCENT, PRESIDENT
Partners/Officers/Stockholders

C. NAME OF SUBCONTRACTOR/SUPPLIER

K-C'S DATA SERVICE
Principle/Contractor

K.C. CALLOWAY, 213-292-5562
Contact and phone number

K.C. CALLOWAY, OWNER
Partners/Officers/Stockholders

D. NAME OF SUBCONTRACTOR/SUPPLIER

Principle/Contractor

Contact and phone number

Partners/Officers/Stockholders