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TO:

BOARD OF DIRECTORS

FROM:

LINDA BOHLINGER, INTERIM CHIEF EXECUTIVE OFFICER

May 27, 1997

Linda Bohlinger

SUBJECT:

PRINTING OF BUS TRANSFERS

Los Angeles County
Metropolitan
Transportation
Authority

One Gateway Plaza
Los Angeles, CA
90012

213.922.6000

RECOMMENDATION

Award a contract to Glider Graphics, Everett, Washington, the lowest responsive and responsible bidder under IFB No. OP63400010-A, covering the printing of bus transfers for a 27 month period for a total cost not to exceed (NTE) \$1,657,247.96, with an option for an additional 27 month period for a total cost NTE \$1,691,346.72, for a total NTE amount of \$3,348,594.68.

ORGANIZATIONAL IMPACT

The approval of this contract will ensure that there will be no interruption in the printing and distribution of bus transfers.

BUDGET IMPACT

The funding for the first year of this contract is contained in the FY 1998 budget.

ALTERNATIVES CONSIDERED

No alternative was considered. Bus transfers are an integral part of the MTA's fare policy, and they provide passengers with an efficient and economical method for transferring on buses and trains.

BACKGROUND

The existing contract with The Ticket Factory will expire on June 30, 1997. A new procurement process was issued and advertised on February 14, 1997, to establish a new contract with a vendor who could print and deliver the bus transfers effective July 1, 1997.

The MTA issued an invitation to bid on February 14, 1997, to 35 prospective suppliers. The solicitation included a DBE goal of 15%. Four bids were received for final consideration. An evaluation committee consisting of representatives from Operations, Transit Police, Printing Services, Central Instruction, and Procurement participated in the screening process. Glider Graphics, the low bidder, was found to be in compliance with all bid requirements and is therefore the lowest responsive and responsible bidder.

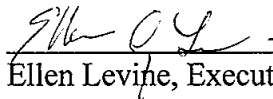
DBE PARTICIPATION

The DBE goal for this procurement was established at 15%. Glider Graphics met the DBE participation requirement by committing 15% participation through the use of the MTA certified firm of Isaiah Hall Trucking.

ATTACHMENTS

Attachment A: Procurement Summary

Prepared by: Bill Frazier, Transit Operations



Ellen Levine, Executive Officer Operations

Procurement: OP63400010-A, Bus Transfers
 Board Date: June 25, 1997

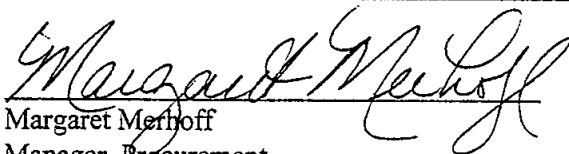
BOARD REPORT ATTACHMENT "A"
 PROCUREMENT SUMMARY
 SEALED BID

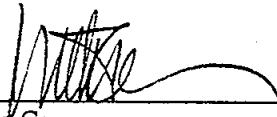
1.	Recommended Vendor:
	Name: Glider Graphics
	City: Everett, Washington
	Total Dollar Amount:\$1,657,247.46 including sales tax - initial 27 months \$1,691,346.72 including sales tax - optional 27 months Total NTE \$3,348,594.68
2.	Description of Equipment or Material: Bus Transfers
3.	Issued and Advertised: February 14, 1997 Advertised in - La Opinion and Daily News
4.	DBE Participation Goal? Yes - 15% Responsive? Yes
5.	No. of Bids Sent: 35
6.	No. of Bids Picked up by Vendors: 35
7.	Pre-Bid Conference: February 27, 1997
8.	Date bids opened: March 7, 1997
9.	No. of bids received: 4
10.	Staff analysis:
	1. List Bidders and Bid Prices
	Glider Graphics \$1,657,247.96
	The Ticket Factory \$1,842,258.04
	Daval Communications Group \$2,330,698.28
	Standard Register \$6,540,432.53
	2. Tech Analysis-Responsiveness - yes. Equipment analysis received 5/19/97. Security Analysis received 5/27/97. Site visits were made to Glider Graphics in Everett, Washington. It was determined that the firm has the required equipment and technical capability to perform the work. The site in Everett as well as the local site for disbursement of the transfers meets the MTA's security requirements.
11.	Protest Received: No
	Disposition of Protest/Appeal:
12.	Award to Other than Low Bid? No Why?
13.	Conflict of Interest form submitted to Ethics? Yes. Submitted 5/29/97.
14.	EO Evaluation Completed: Yes. Received 3/14/97.

Procurement: OP63400010-A, Bus Transfers
Board Date: June 25, 1997

BOARD REPORT ATTACHMENT "A"
PROCUREMENT SUMMARY
SEALED BID

15.	Audit Report Status: NA
16.	Contract Administrator: Margaret Merhoff
	Tel: 922-1073
17.	Project Manager: Michelle Caldwell
	Tel: 922-2452

Concur: 
Margaret Merhoff
Manager, Procurement

Concur: 
Richard Carron
Director, Contract Administration/Operations