



Metro

Metropolitan Transportation Authority

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**OPERATIONS COMMITTEE
JUNE 16, 2005**

SUBJECT: CONTRACT NO. OP33441661, ROLL-UP DOORS MAINTENANCE FOR METRO TRANSIT FACILITIES, SOUTHERN CALIFORNIA OVERHEAD DOOR COMPANY

ACTION: APPROVE CONTRACT AWARD

RECOMMENDATION

Authorize the Chief Executive Officer to award a five-year fixed unit rate and time and materials contract, Contract No. OP33441661 to Southern California Overhead Door Company, to provide roll-up doors maintenance and installation services for Metro bus and rail transit facilities in an amount not to exceed \$1,210,300, inclusive of two one-year options effective July 1, 2005.

RATIONALE

There are 522 roll-up doors and 237 industrial doors of various types throughout Metro maintenance and operating facilities. This contract will provide preventive maintenance and corrective repairs for these doors. The scope of work will include, but not be limited to, performing semi-annual preventive maintenance on all roll-up doors and providing "as-needed" repairs to a variety of facility doors such as roll-up, counter shutters, sectional doors, bi-fold bay doors, fire doors and glass aluminum doors. The service also includes installing new roll-up doors to replace doors damaged beyond repair or that have exceeded their useful lives. In addition, the contract will provide maintenance and certification for industrial fire doors as required by state and local fire codes.

Proper maintenance and repair of Metro facilities roll-up and other industrial doors is necessary in order to extend their useful lives, protect maintenance personnel from the potential hazard that malfunctioning doors could pose to their safety and to comply with fire codes. Timely repairs of malfunctioning roll-up doors on bus or train maintenance facilities are necessary to avoid impacting bus and train maintenance operations. The proposed new contract will replace an existing multi-year contract that will expire on June 30, 2005. Service under the new contract is planned to commence on July 1, 2005.

FINANCIAL IMPACT

The funding of \$205,000 for this service is included in the FY06 budget for cost center 3344, Contracts & Administration under project 300011 (Bus Operations), 300022 (Blue Line Operations), 300033 (Green Line Operations), 300044 (Red Line Operations) and 300055 (Gold Line Operations).

Since this is a multi-year contract, the cost center manager and Deputy Chief Executive Officer will be responsible for budgeting the cost in future years, including any options exercised. In FY04, \$134,967 was expended on this service. In FY05, \$120,487 was expended on this service through March.

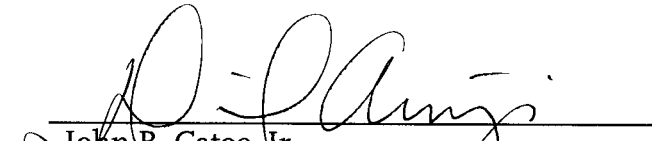
ALTERNATIVES CONSIDERED

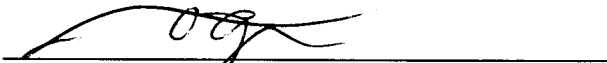
One alternative considered is to provide the service in-house. This would require hiring additional personnel and the purchase of additional equipment, vehicles and supplies required to support the repair effort. Staff's analysis indicates that this is not a cost-effective option.

ATTACHMENTS

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

Prepared by: Brady Branstetter, Director of Facilities Maintenance
Hussein Farah, Facilities Maintenance Manager
Robert Webb, Sr. Contract Administrator


John B. Catoe, Jr.
Deputy Chief Executive Officer


Roger Snoble
Chief Executive Officer

**BOARD REPORT ATTACHMENT A
PROCUREMENT SUMMARY**

ROLL-UP DOORS MAINTENANCE FOR METRO TRANSIT FACILITIES

1.	Contract Number: OP33441661		
2.	Recommended Vendor: Southern California Overhead Door		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: \$ 1,210,300	Recommended Price: \$ 1,210,300	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Firm Fixed Unit Rate and Time and Materials		
5.	Procurement Dates:		
	A. Issued: February 28, 2005		
	B. Publicized: February 28, 2005		
	C. Pre-proposal Conference: March 7, 2005 and March 14, 2005		
	D. Proposals Due: April 7, 2005		
	E. Pre-Qualification Completed: May 3, 2005		
	F. Conflict of Interest Form Submitted to Ethics: May 5, 2005		
6.	Small Business Participation: N/A		
	A. Bid/Proposal Goal: Not Applicable	Date Small Business Evaluation Completed: Not Applicable	
	B. Small Business Commitment: Details are in Attachment A-2		
7.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent: 9	Bids/Proposals Picked up: 8	Bids/Proposals Received: 3
8.	Evaluation Information:		
	A. Bidders/Proposers Names:	<u>Bid/Proposal Amount</u>	<u>Best and Final Offer Amount:</u>
	(A) Southern CA Overhead Doors	\$1,210,300	N/A
	(B) Vortex	\$1,471,400	
	(C) Specialty Doors (non-responsive)	\$ 848,280	
	B. Evaluation Methodology: Sealed Bid. Details are in Attachment A-1.C		
9.	Protest Information:		
	A. Protest Period End Date: June 21, 2005		
	B. Protest Receipt Date:		
	C. Disposition of Protest Date:		
10.	Contract Administrator: Bob Webb	Telephone Number: 213-922-6382	
11.	Project Manager: Nehemias Mejia	Telephone Number: 213-922-8832	

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

ROLL-UP DOORS MAINTENANCE FOR METRO TRANSIT FACILITIES

A. Background on Contractor

Southern California Overhead Doors has been in business since 1962. Southern California Overhead Doors previously provided roll up door maintenance services for Metro from 1994 through 2000. Its performance under the previous contract was satisfactory. The firm currently provides roll up door maintenance services for the City of Los Angeles and for Orange County.

B. Procurement Background

Staff utilized a sealed bid-type procurement under Invitation for Bids (IFB) No. OP33441661 to obtain roll-up door maintenance services for Metro-owned properties. In previous contracts, all work was performed on an “as needed” basis after needed repairs were identified. Staff believes that an on-going preventive maintenance program will reduce overall costs. Thus, this bid was restructured to provide for semi-annual maintenance of all roll-up doors at fixed unit rates for a three-year period with two one-year options. The bid also required bidders to provide fixed labor rates and material mark-ups for “as needed” repairs. Prior to the bid deadline, three firms submitted bids. Bids were submitted by the incumbent firm, Specialty Doors, and by Southern California Overhead Doors, and Vortex.

Under the terms of the contract, the IFB required the bidders to submit fixed prices to perform preventive maintenance on all roll up doors twice a year. Once needed repairs are identified and authorized by staff, the successful contractor will perform “as-needed” repairs for roll-up doors based upon the fixed labor rates and material mark up amounts submitted under the terms of the IFB.

The Diversity & Economic Opportunity Department (DEOD) did not recommend a DBE goal for this procurement. Based on industry practice, the prime contractor is expected to complete the entire scope with its own workforce. However, pursuant to the DBE Program, if the contractor utilizes the services of subcontractors it is expected to afford maximum opportunities to DBE firms in all subcontracting and supply services areas throughout the life of the contract.

C. Evaluation of Proposals

The solicitation was conducted in compliance with Procurement policies and procedures.

Once the submitted bids were reviewed, Specialty Doors was deemed non-responsive since it did not furnish proposed labor rates for either option period as required by the bid instructions. In addition, the bidder did not provide the proposed maintenance price per door for the option periods. The bid instructions required submission of the option pricing and prices for each individual bid item. Consequently, Specialty Doors was eliminated from further consideration in the competitive procurement process.

Both Southern California Overhead Doors and Vortex provided responsive bids. Award is recommended to Southern California Overhead Door, the lowest responsive, responsible bidder.

D. Cost/Price Analysis Explanation of Variances

The recommended amount of \$1,210,300 has been determined to be fair and reasonable based upon price analysis and adequate price competition under the competitive procurement process. Although this is a follow on procurement, the historical amount is not applicable since this procurement imposes prevailing wage requirements due to new interpretations issued by the California Department of Industrial Relations.

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

ROLL-UP DOORS MAINTENANCE FOR METRO TRANSIT FACILITIES

PRIME CONTRACTOR – Southern California Overhead Door

Small Business Commitment

N/A

Total Commitment: None Recommended

Other Subcontractors

N/A

