

**Board Report**

File #: 2016-0009, **File Type:** Contract

Agenda Number: 44.

**SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE
FEBRUARY 18, 2016**

SUBJECT: BUS PEST CONTROL

ACTION: AWARD CONTRACT FOR BUS PEST CONTROL SERVICES

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award a five-year, firm fixed unit rate contract, PS4269500 to **ISOTECH Pest Management for bus pest control services** in an amount not-to-exceed \$4,961,610, effective April 1, 2016 through March 31, 2021.

ISSUE

Metro operates a fleet of approximately 2,200 buses that are serviced nightly at eleven maintenance facilities. Bus transportation services are provided to a service area of 1,433 square miles with average monthly boardings of over 27,000,000. Due to the large service area and volume of patrons, there is a potential for pests to migrate onto and populate Metro vehicles.

DISCUSSION

This contract will provide Metro bus divisions with pest control services for the bus fleet. The objective is to eliminate pest activity using equipment and/or products that target pests in and around their harborage/breeding areas.

Effective pest control services are necessary to provide a clean, safe and sanitary environment for Metro patrons and employees.

Bus pest control services are currently being performed under a contract with ISOTECH Pest Management which is scheduled to expire on March 31, 2016. Pest control services of Metro rail cars and facilities are administered under a separate contract.

DETERMINATION OF SAFETY IMPACT

Award of this contract shall ensure that the application of pest control products onboard Metro equipment is performed by a licensed contractor with certified technicians that have the training and experience to safely perform this service.

FINANCIAL IMPACT

Funding of \$248,080 for the new contract is included in the FY16 budget in cost center 3120 Quality Assurance Department, under project 306002, Operations Maintenance and line item 50320, Service Contract Services. Since this is a multi-year contract, the cost center manager and the Executive Director, Maintenance will ensure that the balance of funds is budgeted in future years.

Impact to Budget

The source of funds for this procurement will come from State and local funding sources that are eligible for Bus and Rail Operating or Capital Projects. These funding sources will maximize the use of funds for these activities. No other sources of funds were considered for this activity because it directly supports bus operations. This activity is part of on-going maintenance costs as pest control services are required to provide a clean and sanitary environment.

ALTERNATIVES CONSIDERED

An alternative is to have Metro employees perform these services; however, this is not an acceptable alternative. The application of the required products to effectively eliminate unwanted pests on Metro equipment requires a California State Technician Certification. Metro employees do not possess the necessary state technician certification, equipment or experience to safely and effectively apply the necessary pest control chemicals.

NEXT STEPS

Upon approval by the Board, staff will execute Contract PS4269500 to ISOTECH Pest Management to provide bus pest control services throughout Metro bus facilities effective April 1, 2016.

ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

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Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

BUS PEST CONTROL/PS4269500

1.	Contract Number: PS4269500	
2.	Recommended Vendor: ISOTECH Pest Management	
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: September 29, 2015	
	B. Advertised/Publicized: September 29, 2015	
	C. Pre-proposal/Pre-Bid Conference: October 15, 2015	
	D. Proposals/Bids Due: November 24, 2015	
	E. Pre-Qualification Completed: January 11, 2016	
	F. Conflict of Interest Form Submitted to Ethics: December 9, 2015	
	G. Protest Period End Date: February 25, 2016	
5.	Solicitations Picked up/Downloaded: 10	Bids/Proposals Received: 3
6.	Contract Administrator: Rommel Hilario	Telephone Number: (213) 922-4654
7.	Project Manager: James Jimenez	Telephone Number: (213) 922-5872

A. Procurement Background

This Board Action is to approve contract award in support of Metro's Quality Assurance Department to perform pest management services for buses at 11 bus divisions and Metro's Central Maintenance Facility as outlined in Request for Proposal (RFP) No. PS18445.

The RFP was issued as a competitively negotiated procurement in accordance with Metro's Acquisition Policy. The contract type is firm fixed unit price.

Five amendments were issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on October 9, 2015, provided new SBE/DVBE Contract Compliance Manual and eliminated Good Faith Efforts;
- Amendment No. 2, issued on October 21, 2015, provided pre-proposal conference material which included sign-in sheet, planholder's list, and Metro's Living Wage Policy;
- Amendment No. 3, issued on October 28, 2015, extended the proposal due date and provided a new DVBE certified list;
- Amendment No. 4, issued on November 6, 2015, clarified FORM 054 under Section 5 Bid/Proposal Forms; and
- Amendment No. 5, issued on November 19, 2015, extended the proposal due date to November 24, 2015.

A pre-proposal conference was held on October 15, 2015. A total of three proposals were received on November 24, 2015.

The three proposers are listed below in alphabetic order:

1. ISOTECH Pest Management
2. Orkin
3. Revolution Pest Solutions*

* Metro staff determined that the proposal from Revolution Pest Solutions did not meet the SBE/DVBE requirements set forth in the RFP. Subsequently, their proposal was deemed non-responsive and was no longer being considered.

B. Evaluation of Proposals

Proposals were evaluated in accordance with the criteria established in the RFP and in compliance with Metro’s Acquisition Policy.

The proposals were evaluated based on the following evaluation criteria and weights:

- Experience and Past Performance 40%
- Methods/Work Plan and Approach for Statement of Work 35%
- Cost Proposal 25%

The evaluation criteria are appropriate and consistent with criteria developed for similar procurements for the Quality Assurance Department. Several factors were considered when developing these weights, giving the greatest importance to the experience and past performance of the proposers.

The PET recommendation for contract award is based on the following scoring summary:

1	FIRM	Average Score	Factor Weight	Weighted Average Score	Rank
2	ISOTECH Pest Management				
3	Experience and Past Performance	85.50	40.00%	34.20	
4	Methods/Work Plan and Approach for Statement of Work	84.80	35.00%	29.70	
5	Cost Proposal	100.00	25.00%	25.00	
6	Total		100.00%	88.90	1
7	Orkin				

8	Experience and Past Performance	75.50	40.00%	30.20	
9	Methods/Work Plan and Approach for Statement of Work	71.10	35.00%	24.80	
10	Cost Proposal	76.00	25.00%	19.00	
11	Total		100.00%	74.00	2

C. Cost/Price Analysis

The recommended pricing for the contract is fair and reasonable based on adequate price competition and technical evaluation by the Program Manager.

PROPOSER	PROPOSAL AMOUNT	METRO ICE	AWARD AMOUNT
ISOTECH Pest Management	\$4,961,610	\$5,754,327	\$4,961,610
Orkin	\$6,202,013	\$5,754,327	

D. Background on Recommended Contractor

ISOTECH Pest Management has been providing pest control services to residential and commercial customers since 2004 and is currently providing very good service to Metro as the incumbent contractor. By the end of 2015, ISOTECH employed over 90 employees that service over 7,500 accounts with revenues over \$12,700,000. ISOTECH has been nationally recognized for its exceptional service quality and leader in the pest management industry. ISOTECH specializes in AIB programs, LEED certification, GREEN pest management, IPM Techniques, and is currently co-developing the next generation of pest management using infrared heaters, microbial remediation, bacteria remediation, allergen and asthma triggers.

DEOD SUMMARY

BUS PEST CONTROL/PS4269500

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) established a 10% Small Business goal inclusive of a 7% Small Business Enterprise (SBE) and 3% Disabled Veteran Business Enterprise (DVBE) for this solicitation. ISOTECH Pest Management met the goal by making a 7% SBE and 3% DVBE commitment.

Small Business Goal	7% SBE 3% DVBE	Small Business Commitment	7% SBE 3% DVBE
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	SBE Subcontractors	% Commitment
1.	BriteWorks Inc.	7.00%
	Total SBE Commitment	7.00%

	DVBE Subcontractors	% Commitment
1.	IECLT, Inc.	3.00%
	Total DVBE Commitment	3.00%

B. Living Wage and Service Contract Worker Retention Policy Applicability

The Living Wage and Service Contract Worker Retention Policy (LW/SCWRP) will be applicable on this contract. Metro staff will monitor and enforce the policy guidelines to ensure that applicable workers are paid at minimum, the current Living Wage rate of \$16.04 per hour (\$11.17 base + \$4.87 health benefits), including yearly increases. In addition, contractors will be responsible for submitting the required reports for the Living Wage and Service Contract Worker Retention Policy and other related documentation to staff to determine overall compliance with the policy.

C. Prevailing Wage Applicability

Prevailing wage is not applicable to this contract.

D. Project Labor Agreement/Construction Careers Policy

The Project Labor Agreement/Construction Careers Policy is not applicable to this project.