



EXECUTIVE DECISION DOCUMENT

GENERAL MANAGER APPROVAL: <i>3 Oct 2019</i> <i>R. M. P.</i>		GENERAL MANAGER ACTION REQ'D:		
DATE: 9/16/2019		BOARD INITIATED ITEM: Yes		
Originator/Prepared by: Myra Francisco Dept: Maintenance and Engineering <i>Myra CL</i> 09/27/19 Signature/Date:	General Counsel <i>[Signature]</i> 9/27/19 []	Controller/Treasurer <i>[Signature]</i> 9/27/19 []	District Secretary []	BARC <i>[Signature]</i> 10.1.2019 []
Status: Routed		Date Created: 9/16/2019		

Award of Agreement 6M3453 - Systemwide Parking Lot Sweeping Services

PURPOSE:

To obtain Board authorization for the General Manager to award Agreement No. 6M3453, Systemwide Parking Lot Sweeping Services, to Universal Site Services, Inc. of Milpitas, California.

DISCUSSION:

This Agreement provides for sweeping and cleaning services and vacuuming of all trash and debris from station parking lots, station plazas, yard and shop parking lots, yard and shop patios and plazas for a base term of three years, with two one-year options to extend the term, for a maximum term of five years. The District facilities maintained under this Agreement were divided into two zones for bidding allowing the District to evaluate proposals for each zone and awarding one agreement per zone to the Proposer with the lowest priced, technically acceptable proposal. The zones were comprised of C and R lines for Zone 1, and A,K,L,M and W lines for Zone 2.

In July 2019 Advance Notice to Bidders of this Agreement was sent to approximately 241 prospective bidders and the Request for Proposal (RFP) was advertised in ten (10) publications from July 4-18, 2019. On July 2, 2019 the RFP was posted on the BART Procurement Portal. Nineteen (19) firms downloaded the RFP. A Pre-Proposal Meeting was held on July 30, 2019, attended by representatives from four (4) prospective Proposers. On August 20, 2019, the District received three proposals.

A Selection Committee, consisting of representatives from Contract Administration, Maintenance and Engineering, and the Office of Civil Rights (OCR) conducted a technical

evaluation and price analysis of the submitted proposals. Technical proposals were reviewed for compliance with the Minimum Technical Requirements of the Agreement, including experience, qualifications and performance capacity.

The Technical Proposal submitted by Bernardini Enterprises Inc. was evaluated and deemed unacceptable due to failure to meet the Minimum Technical Requirements on the RFP. The two other Technical Proposals submitted by Universal Site Services, Inc. (Milpitas, CA) and Webco Sweeping LLC. (Morgan Hill, CA) were evaluated and deemed acceptable, in accordance with the RFP requirements.

Table 1 - Zone 1 Proposal Price Summary

Zone 1		
Proposal Price Summary	Universal Site Services, Inc. Proposal Prices	Webco Sweeping LLC Proposal Prices
Agreement Term/Duration		
Base Agreement (Years 1-3)	\$868,609.10	\$1,680,960.00
Option Year 1 (Year 4)	\$303,940.02	\$566,560.00
Option Year 2 (Year 5)	\$312,945.64	\$566,560.00
Total Proposal Price	\$1,485,494.76	\$2,814,080.00
Total Proposal Price with 5% Small Business Preference, if applicable	Not Applicable	2,739,805.00
Total Proposal Price for Evaluation for Zone 1	\$1,485,494.76	\$2,739,805.00

Table 2- Zone 2 Proposal Price Summary

Zone 2		
Proposal Price Summary	Universal Site Services, Inc. Proposal Prices	Webco Sweeping LLC Proposal Prices
Agreement Term/Duration		
Base Agreement (Years 1-3)	\$1,636,803.54	\$2,902,752.00
Option Year 1 (Year 4)	\$572,906.12	\$964,464.00
Option Year 2 (Year 5)	\$589,984.48	\$969,144.00
Total Proposal Price	\$2,799,694.14	\$4,836,360.00
Total Proposal Price with 5% Small Business Preference, if applicable	Not Applicable	4,696,375.00
Total Proposal Price for Evaluation for Zone 2	\$2,799,694.14	\$4,696,375.00

Based upon the Selection Committee's evaluation of the Price Proposals, Universal Site Services Inc. had the lowest priced proposal for both Zone 1 and Zone 2. The sum of their proposed prices for both zones is not to exceed \$4,285,188.90, for the maximum term of five years.

Pursuant to the District's Non-Federal Small Business Program, the Office of Civil Rights set a 5% Small Business Preference for this Agreement for Small Businesses certified by the California Department General Services. The lowest responsive Bidder for Zone 1 and Zone 2, Universal Site Services Inc., is not a certified Small Business and, therefore, is not eligible for the 5% Small Business Prime Preference. The apparent second low Bidder, Webco Sweeping LLC, is a certified Small Business, make it eligible for the 5% Small Business Prime Preference for this Contract for evaluation purposes. After review by the Office of Civil Rights, and application of the 5% Small Business Prime Preference, Universal Site Services Inc. remains the lowest responsive Bidder.

Pursuant to the District's Non-Discrimination Program for Subcontracting, the Availability Percentages for this Agreement are 5.5% for Minority Business Enterprises (MBEs) and 2.8% for Women Business Enterprises (WBEs). The Proposer, Universal Site Services Inc. will not be subcontracting any portion of the Work and therefore, the provisions of the District's Non-Discrimination Program for Subcontracting do not apply.

FISCAL IMPACT:

Funding for this Agreement will include the following estimated expenditures:

FY20 (December 1, 2019 – June 30, 2020)	\$ 487,163.55
FY21 (July 1, 2020 – June 30, 2021)	\$ 835,137.53
FY22 (July 1, 2021 – June 30, 3022)	\$ 835,137.53
FY23 (July 1, 2022 – June 30, 2023)	\$ 859,467.54
FY24 (July 1, 2023 – June 30, 2024)	\$ 892,061.79
FY25 (July 1, 2024 – November 30, 2024)	\$ 376,220.96

Agreement will be funded by the Facilities Maintenance Operating Budget (Department 0802852 – Grounds Maintenance, account 680210 - Buildings and Grounds Maintenance) in the amount of not to exceed \$4,285,188.90.

Funding for fiscal year 2020 in the amount of \$487,163.55 is included in the operating budget of Ground Maintenance Department - 0802852. The budget for subsequent years will be included in the proposed annual operating budget, which is subject to Board approval. This action is not anticipated to have any fiscal impact on unprogrammed District reserves in the current Fiscal Year.

ALTERNATIVES:

Reject the Proposal and re-advertise the RFP. Failure to award this Agreement would disrupt the continuity of the parking lot sweeping program. Failure to sweep the parking lots on a regular schedule would create unacceptable conditions for our patrons and surrounding neighbors. Station appearance and general safety would be degraded.

RECOMMENDATION:

Based on the evaluation by Staff and certification by the Controller/Treasurer that the funds are available for this purpose, it is recommended that the Board adopt the following Motion.

MOTION:

That the General Manager is authorized to award Agreement No. 6M3453, to provide Systemwide Parking Lot Sweeping Services (Zone 1 and Zone 2) to Universal Site Services Inc., for an amount not to exceed \$2,505,412.64 for a base term of three years. And that the General Manager is authorized to exercise up to two one-year options for Zone 1, each for \$303,940.02 and \$312,945.64, and up to two one-year options for Zone 2, each for \$572,906.12 and \$589,984.48 for a maximum term of five years, pursuant to notification to be issued by the General Manager and subject to compliance with the District's Protest Procedures.