

**Board Report**

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**File #:** 2018-0570, **File Type:** Contract**Agenda Number:** 16.

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**OPERATIONS, SAFETY, AND CUSTOMER EXPERIENCE COMMITTEE  
OCTOBER 18, 2018****SUBJECT: BUS OPERATOR SEAT ASSEMBLIES****ACTION: AWARD CONTRACT****RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to award a two year, Indefinite Delivery, Indefinite Quantity Contract No. MA54977000 to The Aftermarket Parts Company, LLC (New Flyer Parts), the lowest responsive and responsible bidder for bus operator seat assemblies. The award is for a base year not-to-exceed amount of \$692,806, inclusive of sales tax, and a one year option for a not-to-exceed amount of \$713,590, inclusive of sales tax, for a total not-to-exceed contract value of \$1,406,397, subject to resolution of protest(s), if any.

**ISSUE**

This procurement is for the acquisition of new bus operator seat assemblies. Bus operator seat assemblies are required for maintaining the safe and reliable operation of the bus fleet. Award of this Contract will ensure that Bus Maintenance has adequate inventory to repair and maintain buses according to Metro maintenance standards.

**BACKGROUND**

The component usage reports from Material Management revealed that on an annual basis nearly 200 bus operator seat assemblies were issued to Bus Maintenance to support scheduled seat assembly replacement activities during the bus midlife program and to replace any malfunctioning seats on an as-needed basis. The bus operator seat assemblies are installed by Metro Mechanics at the Central Maintenance Shops as a part of the Bus Midlife Program and at all bus operating divisions as necessary. Buses cannot operate safely without a properly functioning operator seat assembly.

**DISCUSSION**

The USSC Q91 series seats purchased through this procurement are designed to reduce day-to-day operator fatigue and stress. The operator's weight remains centered over the center of the seat scissor suspension system at all adjustment locations, which reduces suspension torque, minimizes maintenance, and increases the life of the seat suspension. The operator seat belts are mounted directly to the seat frame, move with the seat, and provide a completely integrated restraint system for optimized sensitivity, operator comfort and functional use. The USSC Q91 seats have been proven in both transit and off-road applications, and provide durability for extreme-use and various

operator environments.

The contract to be awarded is a “requirements type” agreement in which we commit to order only from the awardee, up to the specified quantity for a specific duration of time, but there is no obligation or commitment for us to order any or all of the bus operator seat assemblies that may be anticipated. The bid quantities are estimates only, with deliveries to be ordered and released as required. The Diversity and Economic Opportunity Department (DEOD) confirmed that the Aftermarket Parts Company met the goal of 2% Disadvantaged Business Enterprise commitment. The purchased bus operator seat assemblies are installed by Metro Mechanics.

Bus operator seat assemblies will be purchased and maintained in inventory and managed by Material Management. As bus operator seat assemblies are issued, the appropriate budget project numbers and accounts will be charged.

### **DETERMINATION OF SAFETY IMPACT**

Award of contract will ensure that all operating divisions and the Central Maintenance Facility have an adequate inventory to maintain equipment according to Metro Maintenance standards.

### **FINANCIAL IMPACT**

Funding in the amount of \$692,806 for these bus operator seat assemblies is included in the FY19 budget under account 50441, Parts - Revenue Vehicle in multiple bus operating cost centers under project 306002 Operations Maintenance, and in the Central Maintenance cost center 3366, under project 203024 Midlife Project.

Since this is a multi-year contract, the cost center manager and Chief Operations Officer will be accountable for budgeting the cost in future fiscal years.

#### **Impact to Budget**

The current source of funds for this action are Federal Section 5339 with local matching of Proposition C 40%. This funding source currently maximizes allowable project fund allocations given approved funding provisions and guidelines.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

Approval of this recommendation supports the following Metro Strategic Plan Goal: Provide high-quality mobility options that enable people to spend less time traveling. The new bus operator seat assemblies will help maintain safety and reliability standards in an effort to provide a world-class transportation system that enhances quality of life for all who live, work, and play within LA County.

### **ALTERNATIVES CONSIDERED**

The alternative not to award the Contract and procure bus operator seat assemblies on the open market on an as-needed basis is not recommended since it does not provide a commitment from the supplier to ensure availability and price stability.

### **NEXT STEPS**

Metro’s requirements for bus operator seat assemblies will be fulfilled under the provisions of the

Contract.

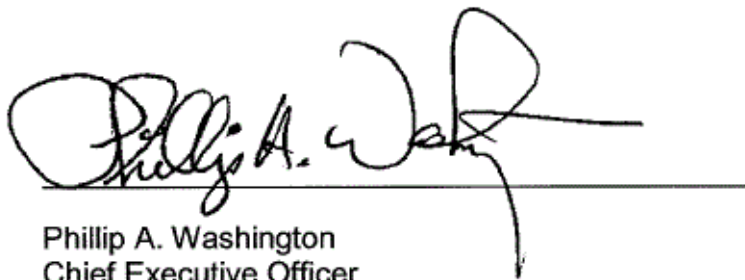
**ATTACHMENTS**

Attachment A - Procurement Summary

Attachment B - DEOD Summary

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Phillip A. Washington  
Chief Executive Officer

## PROCUREMENT SUMMARY

## BUS OPERATOR SEAT ASSEMBLIES/MA54977000

1.	<b>Contract Number:</b> MA54977000	
2.	<b>Recommended Vendor:</b> The Aftermarket Parts Company, LLC (New Flyer Parts), 3229 Sawmill Parkway, Delaware, OH 43015	
3.	<b>Type of Procurement (check one):</b> <input checked="" type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	<b>Procurement Dates:</b>	
	A. Issued: 6/27/18	
	B. Advertised/Publicized: 6/27/18	
	C. Pre-proposal/Pre-Bid Conference: N/A	
	D. Proposals/Bids Due: 8/9/18/18	
	E. Pre-Qualification Completed: 8/30/18	
	F. Conflict of Interest Form Submitted to Ethics: 8/30/18	
	G. Protest Period End Date: : October 19, 2018	
5.	<b>Solicitations Picked up/Downloaded:</b> 9	<b>Bids/Proposals Received:</b> 3
6.	<b>Contract Administrator:</b> Tanya Allen	<b>Telephone Number:</b> 213/922-1018
7.	<b>Project Manager:</b> Alex DiNuzzo	<b>Telephone Number:</b> 213/922-5860

**A. Procurement Background**

This Board Action is to approve Contract No. MA54977000 issued for the procurement of Bus Operator Seat Assemblies. Board approval of contract award is subject to resolution of any properly submitted protest.

IFB No. MA54977 was issued in accordance with Metro's Acquisition Policy and the contract type is Indefinite Delivery, Indefinite Quantity (IDIQ).

No amendment was issued during the solicitation phase of this IFB.

A total of three bids were received on August 9, 2018.

## **B. Evaluation of Bids**

This procurement was conducted in accordance, and complies with Metro's Acquisition Policy for a competitive sealed bid. The three bids are listed below in alphabetical order:

1. Muncie Reclamation and Supply
2. The Aftermarket Parts Company, LLC (New Flyer Parts)
3. Zen Industrial Services, LLC

All firms were determined to be in full compliance with the bid and technical requirements. Each bidder was deemed responsive and responsible to the IFB requirements.

## **C. Price Analysis**

The recommended bid price from The Aftermarket Parts Company, LLC (New Flyer Parts) has been determined to be fair and reasonable based upon adequate price competition and the selection of the lowest responsive and responsible bidder.

<b>Bidder Name</b>	<b>Bid Amount</b>	<b>Metro ICE</b>
The Aftermarket parts Company, LLC (New Flyer Parts)	\$1,406,397.20	\$1,391,400
Muncie Reclamation and Supply	\$1,528,218.79	
Zen Industrial Services. LLC	\$1,564,631.70	

## **D. Background on Recommended Contractor**

The recommended firm, New Flyer Parts is located in Delaware, OH and has been in business for 88 years. New Flyer Parts has provided similar products for other agencies including Metropolitan Paul Revere Transportation (Green Bus Depot), Dallas Area Rapid Transit (DART), Miami Dade Transit, and Transdev Services Inc. New Flyer Parts has provided satisfactory service and product to Metro on previous purchases.

## DEOD SUMMARY

## BUS OPERATOR SEAT ASSEMBLIES/MA54977000

**A. Small Business Participation**

The Diversity and Economic Opportunity Department (DEOD) established a 2% Disadvantaged Business Enterprise (DBE) goal for this solicitation. The Aftermarket Parts Company, LLC met the goal by making a 2% DBE commitment.

<b>Small Business Goal</b>	<b>2.00% DBE</b>	<b>Small Business Commitment</b>	<b>2.00% DBE</b>
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	<b>DBE Subcontractors</b>	<b>Ethnicity</b>	<b>% Committed</b>
1.	Say Cargo Express, Inc.	Hispanic	2.00%
<b>Total Commitment</b>			<b>2.00%</b>

**B. Living/Prevailing Wage and Service Contract Worker Retention Policy Applicability**

The Living Wage and Service Contract Worker Retention Policy (LW/SCWRP) is not applicable to this Contract.

**C. Prevailing Wage Applicability**

Prevailing wage is not applicable to this Contract.

**D. Project Labor Agreement/Construction Careers Policy**

Project Labor Agreement/Construction Careers Policy (PLA/CCP) is not applicable to this Contract. PLA/CCP is applicable only to construction contracts that have a construction related value in excess of \$2.5 million.