



Board Report

File #: 2021-0520, File Type: Contract

Agenda Number: 20.

OPERATIONS, SAFETY, AND CUSTOMER EXPERIENCE COMMITTEE SEPTEMBER 16, 2021

**SUBJECT: COMMERCIAL AND INDUSTRIAL DOOR REPAIR AND PREVENTIVE
MAINTENANCE SERVICES**

ACTION: APPROVE CONTRACT AWARD

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award a firm-fixed unit rate Contract No. OP754160008370 for commercial and industrial door repair and preventive maintenance services with Steelman Build & Construction Inc., for a not-to-exceed amount of \$1,682,736 for the three-year base period, \$560,912 for option year one, and \$560,912 for option year two, for a combined not-to-exceed amount of \$2,804,560, effective January 1, 2022.

ISSUE

The existing commercial and industrial door repair and preventive maintenance service contract expires December 31, 2021. To ensure service continuity along with safe and timely operations, a new contract award is required effective January 1, 2022.

BACKGROUND

On May 26, 2016 Metro Board of Directors awarded a five-year, firm-fixed unit rate Contract No. OP4260900 to Specialty Doors + Automation, to provide commercial and industrial door repair and preventive maintenance services for Metro's 935 doors. During the contract term, services were expanded to include 115 additional doors to accommodate Metro's system expansion projects.

DISCUSSION

Currently, there are over 1,050 doors throughout Metro bus and rail facilities. This includes steel roll-up doors, glass doors, bi-fold doors, roll-up grilles, sectional doors, fire doors, and counter shutters.

While Metro staff are first responders to electrical and power supply issues associated with inoperable doors, under the contract, the contractor is responsible for performing as-needed mechanical and any other repairs for damaged or malfunctioning commercial and industrial doors. The contractor is also required to provide semi-annual preventative maintenance inspections for roll-up doors and grilles.

Proactive preventative maintenance program and timely repair of damaged or malfunctioning doors are necessary to ensure safe operations, accessibility to Metro's system and timely bus roll-outs.

DETERMINATION OF SAFETY IMPACT

The approval of this item will ensure safe, timely, and quality commercial and industrial door repair and preventive maintenance services throughout Metro bus and rail facilities.

FINANCIAL IMPACT

Under FY22 Budget, funding of \$420,300 is included under cost center 8370 - Facilities Contracted Maintenance Services, account 50308, Service Contract Maintenance, under various projects.

Since this is a multi-year contract, the cost center manager and Sr. Executive Officer, Maintenance and Engineering (Chief Engineer) will be accountable for budgeting the cost in future years.

Impact to Budget

The current source of funds for this action are Federal, State, and Local funds including Fares. Use of these funding sources currently maximizes project funding use given approved provisions and guidelines.

EQUITY PLATFORM

As part of this contract solicitation, a System-wide Metro Connect Industry Forum Outreach event was conducted on March 5, 2021, with the participation of 14 attendees representing SBE firms to increase SBE participation in this SBE Set-aside solicitation. Outreach events will continue to be conducted for upcoming contract solicitations to expand opportunities for engagement and participation of small businesses and groups within the equity platform framework.

This contract solicitation is part of the Small Business Enterprise (SBE) Prime (Set-Aside) Program. Steelman Build & Construction Inc. is a Metro certified SBE contractor and made an 86% SBE commitment as the Prime, meeting the Small Business Prime Set-Aside requirements established for this solicitation.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

This Board action supports Strategic Goal 5; Provide responsive, accountable, and trustworthy governance within the Metro organization. Performing semi-annual inspections, preventive maintenance inspections, and as-needed repairs to damaged or malfunctioning doors will extend their useful life, provide safe and reliable operations system-wide.

ALTERNATIVES CONSIDERED

Staff considered providing this service with in-house staff. This would require the hiring and training

of additional certified personnel, purchase of additional equipment, vehicles, and supplies to support the expanded responsibility. Staff's assessment indicates this is not a cost-effective option for Metro.

NEXT STEPS

Upon approval by the Board, staff will execute a firm fixed unit rate Contract No. OP754160008370 with Steelman Build & Construction Inc., to provide commercial and industrial door repair and preventive maintenance services effective January 1, 2022.

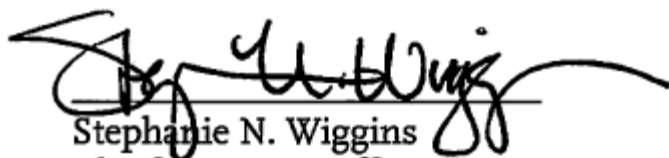
ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Prepared by: Errol Taylor, Sr. Executive Officer, Maintenance & Engineering (Chief Engineer), (213) 922-3227
Lena Babayan, Deputy Executive Officer, Facilities Contracted Maintenance Services, (213) 922-6765
Carlos Martinez, Sr. Manager, Facilities Contracted Maintenance Services, (213) 922-6761

Reviewed by: James T. Gallagher, Chief Operations Officer, (213) 922-4424
Debra Avila, Chief, Vendor/Contract Management Officer, (213) 418-3051



Stephanie N. Wiggins
Chief Executive Officer

PROCUREMENT SUMMARY

COMMERCIAL AND INDUSTRIAL DOOR REPAIR AND PREVENTIVE
MAINTENANCE SERVICES/OP754160008370

| | | |
|----|---|--|
| 1. | Contract Number: OP754160008370 | |
| 2. | Recommended Vendor: Steelman Build & Construction, Inc. | |
| 3. | Type of Procurement (check one): <input type="checkbox"/> RFP <input checked="" type="checkbox"/> IFB <input type="checkbox"/> IFB-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order | |
| 4. | Procurement Dates: | |
| | A. Issued: April 6, 2021 | |
| | B. Advertised/Publicized: April 6, 2021 | |
| | C. Pre-Proposal/Pre-Bid Conference: April 15, 2021 | |
| | D. Proposals/Bids Due: May 18, 2021 | |
| | E. Pre-Qualification Completed: July 28, 2021 | |
| | F. Conflict of Interest Form Submitted to Ethics: June 2, 2021 | |
| | G. Protest Period End Date: September 20, 2021 | |
| 5. | Solicitations Picked up/Downloaded: 17 | Bids Received: 2 |
| 6. | Contract Administrator: Aielyn Dumaua | Telephone Number: (213) 922-7320 |
| 7. | Project Manager: Raffi Melconian | Telephone Number: (213) 922-5024 |

A. Procurement Background

This Board Action is to approve the award of Contract No. OP754160008370 to Steelman Build & Construction, Inc. (Steelman), to provide commercial and industrial door repair and preventive maintenance services for all Metro bus and rail facilities.

Prior to the release of the solicitation, a Metro Connect Industry Forum Outreach event was conducted on March 5, 2021, with participation of 14 attendees representing SBE firms to increase SBE participation in this SBE Set-aside solicitation.

On April 6, 2021, Invitation for Bids No. OP75416 was issued as a competitive sealed bid procurement in accordance with Metro's Acquisition Policy and the contract type is firm fixed unit rate. The IFB was open only to Metro Certified Small Business Enterprise (SBE) firms.

One amendment was issued during the solicitation phase of this IFB:

- Amendment No. 1, issued on April 8, 2021, revised the minimum qualification requirements and changed the time of the pre-bid conference.

A virtual Pre-Bid Conference was held on April 15, 2021. There were no questions received prior to the bid due date.

B. Evaluation of Bids

This procurement was conducted in accordance with and complies with Metro's Acquisition Policy for a competitive sealed bid. A total of two bids were received on May 18, 2021, and are listed below in alphabetical order:

1. South Coast Industrial Door, Inc.
2. Steelman Build & Construction, Inc.

Metro's Diversity and Economic Opportunity Department (DEOD) determined South Coast Industrial Door, Inc. (South Coast) to be non-responsive to the mandatory SBE requirements. Certification verification revealed that South Coast was not SBE certified at the time of bid due date. Hence, the firm was excluded from further consideration.

The bid of Steelman was reviewed for responsiveness. Areas of responsiveness include meeting the minimum qualification requirements such as years of experience in performing commercial, industrial and roll-up door repair work and having the required license to perform the required services. Steelman was determined to be responsive and qualified to perform the required services based on the IFB requirements.

C. Cost/Price Analysis

The bid price from Steelman has been determined to be fair and reasonable based on price analysis, independent cost estimate, and technical analysis.

| BIDDER | BID AMOUNT | METRO ICE | AWARD AMOUNT |
|-------------------------------------|-------------------|------------------|---------------------|
| Steelman Build & Construction, Inc. | \$2,804,560 | \$2,556,016 | \$2,804,560 |

D. Background on Recommended Contractor

The recommended firm, Steelman Build & Construction, Inc., located in Claremont, CA, was established in 2016. It is a commercial and public works general construction company that specializes in commercial door services.

Steelman is a Metro certified SBE firm and is a licensed general building and doors, gates and activating devices contractor.

DEOD SUMMARY

**COMMERCIAL AND INDUSTRIAL DOOR REPAIR AND PREVENTATIVE
MAINTENANCE SERVICES / OP754160008370**

A. Small Business Participation

Effective June 2, 2014, per Metro's Board-approved policy, competitive acquisitions with three or more Small Business Enterprise (SBE) certified firms within the specified North American Industry Classification System (NAICS) as identified for the project scope shall constitute a Small Business Set-Aside procurement. Accordingly, the Contract Administrator advanced the solicitation, including posting the solicitation on Metro's website, advertising, and notifying certified small businesses as identified by NAICS code(s) that this solicitation was open to **SBE Certified Small Businesses Only**.

Steelman Build & Construction Inc. (Steelman), an SBE Prime, is performing 86% of the work with its own workforce. Steelman listed one subcontractor to perform on this contract.

SMALL BUSINESS SET-ASIDE

| | SBE Prime Contractor | SBE % Committed |
|----|--|------------------------|
| 1. | Steelman Build & Construction Inc. (Prime) | 86% |
| | Total Commitment | 86% |

B. Living Wage and Service Contract Worker Retention Policy Applicability

The Living Wage and Service Contract Worker Retention Policy is not applicable to this contract.

C. Prevailing Wage Applicability

Prevailing Wage requirements are applicable to this project. DEOD will monitor contractors' compliance with the State of California Department of Industrial Relations (DIR), California Labor Code, and, if federally funded, the U S Department of Labor (DOL) Davis Bacon and Related Acts (DBRA)..

D. Project Labor Agreement/Construction Careers Policy

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