



## Board Report

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**File #:** 2021-0576, **File Type:** Contract

**Agenda Number:** 20.

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### OPERATIONS, SAFETY, AND CUSTOMER EXPERIENCE COMMITTEE OCTOBER 21, 2021

**SUBJECT: PURCHASE OF SAFETY VESTS**

**ACTION: AWARD CONTRACT**

#### **RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to award a two-year, Indefinite Delivery/Indefinite Quantity (IDIQ) Contract No. MA75908000 for reflective safety vests with Safety Vibe Inc. The Contract one-year base amount is \$577,649 inclusive of sales tax, and the one-year option amount is \$595,869 , inclusive of sales tax, for a total contract amount of \$1,173,518, subject to resolution of any properly submitted protest(s).

#### **ISSUE**

This procurement is for the acquisition of reflective safety vests that are required to improve the visibility and maintain the safety of Metro employees. Award of this contract will ensure an adequate inventory of reflective safety vests for bus and rail operators, maintenance employees, and administrative staff.

#### **BACKGROUND**

Metro stocks both general duty and high hazardous style safety vests to protect and ensure the safety of bus and rail operators, maintenance employees, and administrative staff working in safety sensitive areas. The component usage reports from Material Management revealed that approximately 12,774 general duty and 3,989 high hazard reflective safety vest were issued over a 12-month period throughout the various departments at Metro. Transportation and maintenance personnel working at operating and support facilities, layover zones, and other safety sensitive areas must wear reflective safety vests in accordance with department rules and procedures. In addition, personnel engaged in construction activities or accident investigations must wear reflective safety vests.

The main user of these vest is the Operations Department with over 8,700 staff members. The staff that consumes the majority of these vest are the Bus/Rail operators, mechanics and facilities maintainers. Vest are worn on a daily basis and are issued to each employee as part of their uniform wear.

Safety Vibe Inc, located in Monterey Park CA., is the lowest responsive and responsible bidder and was found to be in full compliance in meeting the bid and technical requirements of the invitation for Bid (IFB). Safety Vibe Inc. has demonstrated its ability to serve their customers, other agencies in Southern California as well as being a subcontractor on the Metro Purple West Side Extensions 1 through 3.

## **DISCUSSION**

The contract to be awarded is a IDIQ 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 specific quantity of the various styles and/or sizes of the reflective safety vests that may currently be anticipated. The bid quantities are estimates only, with deliveries to be ordered and released as required.

The reflective safety vests will be purchased and maintained in inventory and managed by Material Management. As the reflective safety vests 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 of safety vests to wear in safety sensitive areas in accordance with department rules and procedures.

## **FINANCIAL IMPACT**

Funding in the amount of \$577,649 for the reflective safety vests is included in the FY22 budget under account 50441, Parts - Revenue Vehicle in multiple bus and rail division operating cost centers under Operations bus projects 306002 and rail projects 300022, 300044, 300066, 300055, 300033.

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 will come from Federal and local funds including fares that are eligible for Bus and Rail Operating Projects. The use of these funding sources maximizes established funding provisions and guidelines.

## **EQUITY PLATFORM**

There are no anticipated equity impacts from this proposed action.

The Diversity and Economic Opportunity Department (DEOD) documented a sixty percent (60%) SBE commitment by Safety Vibe Inc. and verified that they are meeting the Small Business Prime Set-Aside requirements established for this procurement. Safety Vibe, Inc. is also a Small Business Enterprise (SBE) Prime.

## **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The procurement of reflective safety vests supports Strategic Goal 1: Provide high-quality mobility options that enable people to spend less time traveling. The new reflective safety vests will ensure the safety of employees assigned to operate and maintain the bus and rail fleet, which is important in ensuring that our customers are able to arrive at their destinations without interruption and in accordance with the scheduled service intervals.

## **ALTERNATIVES CONSIDERED**

The alternative is not to award the contract and procure reflective safety vests on the open market on an as-needed basis. This approach 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 reflective safety vests will be fulfilled under the provisions of the contract.

## **ATTACHMENTS**

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Prepared by: Harold Torres Sr. Director Central Maintenance (213) 922-5714  
Tanya Allen Procurement Planning Administrator (213) 922-1018

Reviewed by: Debra Avila, Chief, Vendor/Contract Management (213) 922-6383  
James T. Gallagher, Chief Operations Officer (213) 922-4424



Stephanie N. Wiggins  
Chief Executive Officer

**PROCUREMENT SUMMARY**  
**PURCHASE OF SAFETY VEST**  
**CONTRACT NO. MA75908000**

1.	<b>Contract Number:</b> MA75908000	
2.	<b>Recommended Vendor:</b> Safety Vibe Inc., 2530 Corporate Place A105, Monterey Park, CA 91754	
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. <b>Issued:</b> April 27, 2021	
	B. <b>Advertised/Publicized:</b> May 1, 2021	
	C. <b>Pre-proposal/Pre-Bid Conference:</b> N/A	
	D. <b>Proposals/Bids Due:</b> June 22, 2021	
	E. <b>Pre-Qualification Completed:</b> September 24, 2021	
	F. <b>Conflict of Interest Form Submitted to Ethics:</b> August 12, 2021	
	G. <b>Protest Period End Date:</b> October 23, 2021	
5.	<b>Solicitations Picked up/Downloaded:</b> 28	<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> Jim Pachan	<b>Telephone Number:</b> 213/922-5804

**A. Procurement Background**

This Board Action is to approve Contract No. MA75908000 issued for the procurement of Safety Vests. Board approval of contract award is subject to resolution of any properly submitted protest.

The Invitation for Bid (IFB) Number MA75908 was issued in accordance with Metro's Acquisition Policy and the contract type is Indefinite Delivery, Indefinite Quantity (IDIQ).

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

A total of three (3) bids were received on June 22, 2021 and are listed below in alphabetical order:

1. KNS Industrial Supply
2. Paramount Safety Supply
3. Safety Vibe

## **B. Evaluation of Bids**

This procurement was conducted in accordance and complies with LACMTA's Acquisition Policy for a two-step competitive sealed bid. There were three bids that were deemed responsive and responsible to the IFB requirements.

The recommended firm, Safety Vibe Inc., the lowest responsive and responsible bidder was found to be in full compliance in meeting the bid and technical requirements of the IFB.

## **C. Price Analysis**

The recommended bid price from Safety Vibe Inc. has been determined to be fair and reasonable based upon adequate price competition and selection of the lowest Responsive and Responsible bidder with a savings \$57,294.00 from historical purchases.

<b>Low Bidder Name</b>	<b>Bid Amount</b>	<b>Metro ICE</b>
Safety Vibe	\$1,173,578	<b>\$1,255,943</b>
Paramount Safety Supply	\$1,304,562	
KNS Industrial Supply	\$1,307,610	

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

The recommended firm, Safety Vibe Inc. is located in Monterey Park, CA has been in business for seventeen years (17). Safety Vibe Inc. has provided similar products for other agencies including Skanska Traylor Shea, Los Angeles Tutor Perini, Los Angeles, Frontier Kemper, Los Angeles and Los Angeles Unified School District (LAUSD). Safety Vibe Inc. has no previous experience with Metro, but has satisfactory performance working as subcontractor on the Metro Purple Westside Extensions 1 through 3.

## DEOD SUMMARY

## PURCHASE OF SAFETY VESTS / MA75908000

**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**.

SafetyVibe, Inc., an SBE Prime Supplier, made a 60% SBE commitment. While the SBE Prime Supplier is performing 100% of the work with their own workforce, only 60% of the cost of materials and supplies can be credited towards its commitment.

**SMALL BUSINESS SET-ASIDE**

	<b>SBE Prime Contractor</b>	<b>SBE % Committed</b>
1.	SafetyVibe, Inc.	60%
	<b>Total Commitment</b>	60%

**B. Living Wage / 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 is not applicable to this contract.

**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.