



May 13, 2021

To: Transit Committee

From: Darrell E. Johnson, Chief Executive Officer

Subject: Agreement for Landscape Maintenance Services Along the Pacific Electric Right-of-Way

Overview

On February 16, 2021, the Orange County Transportation Authority issued an invitation for bids for landscape maintenance services within the Pacific Electric Right-of-Way. Bids were received in accordance with the Orange County Transportation Authority's procurement procedures for competitive sealed bids. Approval by the Board of Directors is requested to execute the agreement.

Recommendations

- A. Find J&S Property Management and Maintenance Inc., doing business as J&S Property Landscape, the apparent low bidder, as non-responsive for failure to complete the bid form in its entirety.
- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-1-3215 between the Orange County Transportation Authority and Mariposa Landscaping, Inc., the lowest responsive and responsible bidder, in the amount of \$284,640, for landscape maintenance services along the Pacific Electric Right-of-Way.

Background

In April 1998, the Orange County Transportation Authority (OCTA) Board of Directors approved the OCTA-owned Pacific Electric Right-of-Way (PEROW) Implementation Plan. One of the purposes of this plan was to develop guidelines for aesthetic enhancements along the PEROW corridor. Site improvements included railroad materials to highlight historical significance, such as railroad ties, simulated tracks using concrete, brick pavers, logo pedestals, and historical plaques. The plan also specifically identified landscape locations (Attachment A). Since 1998, OCTA has utilized contract services to establish and maintain

landscape areas and the current OCTA agreement for these services expires on June 30, 2021.

Discussion

OCTA's PEROW landscape and hardscape improvements require ongoing routine maintenance and there are existing contracts in place to perform this work. This agreement provides for landscape maintenance services at 14 locations, and the current OCTA agreement for these services expires on June 30, 2021. The scope of work for continuation of these services includes weed abatement, tree, shrub and groundcover care, trash and debris removal, drainage repairs, graffiti removal, and insect and disease control. Consistent with the current agreement duration, this agreement is for five years.

Procurement Approach

This procurement was handled in accordance with OCTA's Board of Directors (Board)-approved procedures for competitive sealed bid procurements. These procedures, which conform to both state and federal requirements, apply when minimum requirements are clearly specified. Upon completion of the sealed bid process, the contract is awarded to the lowest priced responsive and responsible bidder.

Invitation for Bids (IFB) 1-3215 was released on February 16, 2021, through OCTA's CAMM NET system. The project was advertised on February 16 and February 23, 2021, in a newspaper of general circulation. A pre-bid conference was held on February 25, 2021 and was attended by eight firms. Three addenda were issued to provide the pre-bid conference presentation slides, publication of the conference registration forms, and response to the bidder's questions. On March 25, 2021, two bids were received and publicly opened.

All bids were reviewed by staff from both the Contracts Administration and Materials Management Department and the Capital Programs Division to ensure compliance with the technical specifications and solicitation instructions. The cost estimate for this contract was \$249,000. The recommended firm's bid is 14 percent above the cost's estimate; therefore, staff conducted a cost analysis of the bid. After consideration of overall market conditions, and in comparison to the cost of similar procurements (with escalation), the total bid amount of \$284,640 was deemed reasonable.

The list of bidders and bid amounts is presented below:

<u>Firm and Location</u>	<u>Bid Amount</u>
J&S Property Management and Maintenance Inc., doing business as J&S Property Landscape Downey, California	\$220,980
Mariposa Landscapes, Inc. Irwindale, California	\$284,640

The apparent low bidder was deemed non-responsive for failure to acknowledge materially significant addenda on the bid form, as required by the bid instructions.

The lowest responsive and responsible bid in the amount of \$284,640 reflects the anticipated cost to maintain the PEROW landscape for a period of five years (\$56,928 annually). State law requires award to the lowest responsive and responsible bidder. Staff recommends the contract be awarded to Mariposa Landscapes, Inc., the lowest responsive and responsible bidder, in the amount of \$284,640.

Fiscal Impact

The project is included in the Authority's Fiscal Year 2021-22 Budget, Capital Programs Division, accounts 0018-7517-T1000-ASA-7514 and 1722-7517-D2601-AR7, and is funded with Measure M2, Commuter Rail Fund, and Orange County Transit District funds.

Summary

Based on the information provided, staff recommends the Board of Directors authorize the Chief Executive Officer to negotiate and execute Agreement No. C-1-3215 between the Orange County Transportation Authority and Mariposa Landscapes, Inc., the lowest responsive and responsible bidder, in the amount of \$280,640, for landscape maintenance services along the Pacific Electric Right-of-Way.

Attachment

A. Pacific Electric Right-of-Way, Landscape Project Locations

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