



October 12, 2023

To: Transit Committee

From: Darrell E. Johnson, Chief Executive Officer

Subject: Approval to Award Agreement for Lot Sweeping Services

A handwritten signature in blue ink, appearing to read "Darrell E. Johnson", is written over the "From:" field of the memo.

Overview

The Orange County Transportation Authority operates five bus bases, five transportation centers, and one park-and-ride facility that require lot sweeping services. An invitation for bids was issued on August 18, 2023, for these services. Board of Directors' approval is requested to authorize the Chief Executive Officer to negotiate and execute an agreement for parking lot sweeping services.

Recommendation

Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-3-2835 between the Orange County Transportation Authority and Superior Sweeping, Ltd., the lowest responsive, responsible bidder in the amount of \$374,592, for an initial term of two years with a one-year option term, to provide lot sweeping services.

Discussion

The Orange County Transportation Authority (OCTA) owns and operates five bus bases, five transportation centers, and one park-and-ride facility on 90 acres of properties throughout Orange County. These facilities require parking lot sweeping services on a regular basis to properly maintain the condition of the facilities, and to ensure that parking lot debris does not enter the storm water drains.

The specification for this work describes the requested services including the types of expected debris that will be encountered. These include metallic items such as nuts, bolts, and screws that require the sweepers to be equipped with a magnetic bar to facilitate the removal of these items. Also included is a requirement for dust control, particularly when cleaning areas such as parking structures. The vendor is also required to utilize blowers to remove debris under parked cars and buses and to properly dispose of all debris collected.

OCTA requires the vendor to furnish lot sweeping equipment that complies with the South Coast Air Quality Management District’s Rule 1186.1 – Less-Polluting Sweepers, which requires the use of alternate fuel or otherwise less-polluting sweepers. In addition, OCTA requires a qualified labor force sufficient to complete all specified requirements in the prescribed time and to furnish all materials and equipment to perform these services.

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, responsible bidder.

Invitation for Bids (IFB) 3-2835 was released on August 18, 2023, through OCTA’s CAMM NET system. The project was advertised in a newspaper of general circulation on August 18, and August 25, 2023. A pre-bid conference was held on August 29, 2023, and was attended by three firms. Two addenda were issued to the IFB to present the pre-bid registration sheet and presentation slides, as well as provide responses to questions received. On September 7, 2023, four bids were received and publicly opened. One bidder, SCA of CA, LLC was found non-responsive for failure to acknowledge all addenda issued in accordance with the IFB instructions, as well as failing to submit pricing for the option term.

Responsive bids were reviewed by staff from the Contracts Administration and Materials Management and Maintenance Resource Management departments to ensure compliance with the contract terms and conditions, as well as technical specifications. The list of bidders and bid amounts is presented below:

Firm and Location	Bid Amount
Superior Sweeping Ltd. Fountain Valley, California	\$ 374,592
Webco Sweeping Downey, California	\$ 501,120
Ago Industries doing business as SoCal Property Services Costa Mesa, California	\$ 1,676,814

The OCTA project manager's independent cost estimate (ICE) for this project was \$375,000 for the initial two-year term. The recommended firm's bid is approximately less than one percent lower than the project manager's ICE and was the only firm that submitted pricing within the project manager's estimate and is therefore considered by staff to be fair and reasonable.

State law requires an award to the lowest, responsive, responsible bidder. As such, staff recommends an award to Superior Sweeping, Ltd., the lowest, responsive, responsible bidder, in the amount of \$ 374,592, to provide lot sweeping services.

Fiscal Impact

The project was approved in OCTA's Fiscal Year 2023-24 Budget, Transit Division, Maintenance Resource Management, Account No. 2166-D310-7015-7611, and is funded through the Local Transportation Fund.

Summary

Staff recommends the Board of Directors authorize the Chief Executive Officer to negotiate and execute Agreement No. C-3-2835 between the Orange County Transportation Authority and Superior Sweeping, Ltd., the amount of \$374,592, for an initial term of two years with a one-year option term, to provide lot sweeping services.

Attachment

None.

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