

MOTION NO. M2012-44
Contract for Landscaping Services of Sound Transit Properties

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:	PHONE:
Operations and Administration Committee	7/5/12	Final Action	Ahmad Fazel, DECM Executive Director Nancy Bennett, Property Management Manager	206-398-5389 206-398-5101

PROPOSED ACTION

Authorizes the chief executive officer to execute a one-year contract, with four one-year options to extend, with Seattle Maintenance Solutions to provide landscaping services for Sound Transit properties for a total authorized contract amount not to exceed \$705,071.

KEY FEATURES

- The scope of work includes regular scheduled mowing, pruning, trimming and trash pick-up, as well as on-call landscaping including plant replacement, plant removal, and tree trimming for properties maintained by Sound Transit that are not currently being used for construction or revenue service. Landscaping services for properties in revenue service is covered under a separate contract.
- The proposed action authorizes a new contract in the amount of \$705,071 with Seattle Maintenance Solutions for landscaping services. The contract will be a one-year contract with four one-year options. The requested not to exceed amount covers the entire potential five year contract.
- A limited notice to proceed has been issued in order for work to begin on June 19.
- Landscaping services for the properties is necessary for pest control, property access and security.

PROJECT DESCRIPTION

Sound Transit manages and maintains approximately 200 properties not in revenue service for Sounder, Link, and ST Express that are being held until construction begins, are not in revenue service, or are awaiting future action. The Agency also maintains over 19 miles of Railroad right-of-way owned by Sound Transit.

FISCAL INFORMATION

The budget for Landscaping Services is included in the 2012 Non-Operating Property Expense Budget. Contract expenditures for future years will be included in future budgets.

(\$000s)

TOTAL Non-Operating Property Expense	Adopted 2012 Budget (1)	Commitments 2012 (2)	Contract Expenditures 2012	Remaining 2012 Budget
Non-Operating Property Expense	926	342	299	584
Total	926	342	299	584

DETAIL Non-Operating Property Expense	Adopted 2012 Budget (1)	Commitments 2012 (2)	Contract Expenditures 2012	Remaining 2012 Budget
Landscaping	600	210	167	390
Other Non-Operating Property Expense	326	131	131	195
Total	926	342	299	584

Contract Spending Plan	Prior Year(s) Spending	Commitments 2012 (2)	Contract Expenditures 2012 (3)	Future Expenditures	Total
Seattle Maintenance Solutions	-	-	70	635	705
Total	-	-	70	635	705

Contract Budget	Current Approved Contract Value	Commitments 2012 (2)	Proposed Action	Proposed Total Contract Value
Seattle Maintenance Solutions	-	-	705	705
Contingency	-	-	-	-
Total Contract	-	-	705	705

Notes:

- 1 ADOPTED 2012 BUDGET amount for Non-Operating Property Expense as appears on Page 106 of the Adopted 2012 Budget book.
- 2 COMMITMENTS 2012 reflect actual costs from Agency Finance Reports as of May 2012 + anticipated expenditures for contracted work.
- 3 CONTRACT EXPENDITURES 2012 shown on the Contract Spending Plan line are projected costs, and are not included in Non-Operating Property totals.

SMALL BUSINESS PARTICIPATION

All of the firms submitting a bid were either Small Businesses or Disadvantaged Business Enterprises (DBEs). Seattle Maintenance Solutions is a Small Business and a Minority Business Enterprise (MBE), and will perform 100% of the work on this contract.

EQUAL EMPLOYMENT WORKFORCE PROFILE

30 employees; 7% women; 47% minorities.

BACKGROUND

This contractor will perform regularly scheduled landscaping maintenance for Sound Transit properties. This contract will be utilized for all properties managed, maintained and acquired by Sound Transit for future projects until construction begins or not currently used for operations. After construction is complete or revenue service begins at these properties, maintenance will be performed under a separate contract. All other property will continue to be maintained under this contract until used for another project or sold. The number of properties maintained will increase over the next 5 years as new properties are acquired for ST2. Seattle Maintenance Solutions was the lowest, responsible, responsive bidder out of the 8 companies that bid on this contract.

ENVIRONMENTAL COMPLIANCE

Jl 2/9/2012

PRIOR BOARD/COMMITTEE ACTIONS

Not applicable to this action.

TIME CONSTRAINTS

A one month delay would not create a significant impact to the project schedule.

PUBLIC INVOLVEMENT

Not applicable to this action.

LEGAL REVIEW

JW 6/29/12

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A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a one-year contract, with four one-year options to extend, with Seattle Maintenance Solutions to provide landscaping services for Sound Transit properties for a total authorized contract amount not to exceed \$705,071.


BACKGROUND:

This contractor will perform regularly scheduled landscaping maintenance for Sound Transit properties. This contract will be utilized for all properties managed, maintained and acquired by Sound Transit for future projects until construction begins or not currently used for operations. After construction is complete or revenue service begins at these properties, maintenance will be performed under a separate contract. All other property will continue to be maintained under this contract until used for another project or sold. The number of properties maintained will increase over the next 5 years as new properties are acquired for ST2. Seattle Maintenance Solutions was the lowest, responsible, responsive bidder out of the 8 companies that bid on this contract.

MOTION:


It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a one-year contract, with four one-year options to extend, with Seattle Maintenance Solutions to provide landscaping services for Sound Transit properties for a total authorized contract amount not to exceed \$705,071.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on July 5, 2012.



John Marchione
Operations and Administration Committee Vice Chair

ATTEST:



Marcia Walker
Board Administrator