

MOTION NO. M2013-85
Contract for Handyman Services

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:	PHONE:
Operations Committee	10/3/2013	Final Action	Ahmad Fazel, , DECM Executive Director Nancy Bennett, Property Management Manager	206-398-5389 206-398-5401

PROPOSED ACTION

Authorizes the chief executive officer to execute a one-year contract, with four one-year options to extend, with Metro Painting to provide handyman services for Sound Transit owned properties for a total authorized contract amount not to exceed \$338,240.

KEY FEATURES SUMMARY

- The proposed contract is for handyman services for properties maintained by Sound Transit that are not currently being used for construction or revenue service. All work will be performed by task order.
- The scope of work includes commercial and residential maintenance, ecology block moving and installation, carpentry services, pressure washing, sign installation, fence repair and installation, drywall repair and painting, graffiti removal, roof repairs, non-licensed plumbing and electrical services.
- Maintenance services for properties in revenue service are covered under a separate contract.
- The contract amount requested covers the one-year contract and the four one-year options.

BACKGROUND

Sound Transit manages and maintains approximately 200 properties for Sounder, Link, and Regional Express that are being held until construction begins, are not in revenue service, or are awaiting future action including over 22 miles of railroad right-of-way owned by Sound Transit.

This contractor will perform handyman services for Sound Transit properties via task order. The contract amount anticipates an increase in the number of properties being maintained over the next five years as new properties are acquired for ST2.

The contract was advertised as a Request for Proposals in July 2013 and five proposals were received. Metro Painting was the top ranked firm offering the best value to Sound Transit.

FISCAL IMPACT

Current Year Budget	Adopted 2013 Budget	Spent to date 2013	Contract Expenditures	Remaining 2013 Budget
DECM Services/Maintenance	822	98	20	704

Contract Spending Plan	Prior Year(s) Spending	Expected 2013 Spending	Future Expenditures	Total
Metro Painting	0	20	318	338

Contract Budget	Current Approved Contract Value	Spent to Date	Proposed Action	Proposed Total Contract Value
Plantscapes	0	0	338	338
Contingency	0	0	0	0
Total Contract	0	0	338	338
Percent Contingency	0%	0%	0%	0%

Notes:

Amounts are expressed in \$000s.

Spent to date amounts are as of August 31, 2013.

Design, Engineering & Construction Management budget is located on page 77 of the Adopted 2013 Budget book.

Budget for future years will be requested in future budgets.

SMALL BUSINESS PARTICIPATION

While there was no Small Business Participation Goal for this procurement, Metro Painting is a DBE firm and will perform no less than 90% of the work.

EQUAL EMPLOYMENT WORKFORCE PROFILE

25 employees; 8% women; 28% minorities.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

A one month delay would not create a significant impact.

PRIOR BOARD/COMMITTEE ACTIONS

Not applicable to this action.

ENVIRONMENTAL REVIEW

Jl 9/4/2013

LEGAL REVIEW

JW 9/27/2013

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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 Metro Painting to provide handyman services for Sound Transit owned properties for a total authorized contract amount not to exceed \$338,240.

BACKGROUND:

Sound Transit manages and maintains approximately 200 properties for Sounder, Link, and Regional Express that are being held until construction begins, are not in revenue service, or are awaiting future action including over 22 miles of railroad right-of-way owned by Sound Transit.

The proposed contract is for handyman services for properties maintained by Sound Transit that are not currently being used for construction or revenue service. All work will be performed by task order. The scope of work includes commercial and residential maintenance, ecology block moving and installation, carpentry services, pressure washing, sign installation, fence repair and installation, drywall repair and painting, graffiti removal, roof repairs, non-licensed plumbing and electrical services.

The contract amount anticipates an increase in the number of properties being maintained over the next five years as new properties are acquired for ST2. The amount covers the one-year contract and the four one-year options. Maintenance services for properties in revenue service are covered under a separate contract.

The contract was advertised as a Request for Proposals in July 2013 and five proposals were received. Metro Painting was the top ranked firm offering the best value to Sound Transit.

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 Metro Painting to provide handyman services for Sound Transit owned properties for a total authorized contract amount not to exceed \$338,240.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on October 3, 2013.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Marcia Walker
Board Administrator