





**April 8, 2010**

**To:** Transit Committee  
**From:** Will Kempton, Chief Executive Officer  
**Subject:** Agreement for Bus Cleaning Services

A handwritten signature in black ink, appearing to read "Will Kempton", is written over the "From:" line of the header.

**Overview**

As part of the Orange County Transportation Authority's Fiscal year 2009-10 Budget, the Board of Directors approved bus cleaning services. Transit buses routinely require pesticide application services and detailed cleaning after the application of the pesticides. Bids were received in accordance with the Orange County Transportation Authority's procurement procedures.

**Recommendations**

- A. Request the Board of Directors to find the three low bidders, Fleetwash, Inc., Qualified Mobile, Inc., and ATM Detailing Services, non-responsive.
- B. Authorize the Chief Executive Officer to execute Agreement No. C-9-0704 between the Orange County Transportation Authority and Corporate Image Maintenance, the lowest responsive, responsible bidder, in an amount not to exceed \$666,700.00, to provide bus cleaning services for fixed route buses for a three-year period.

**Discussion**

Transit buses routinely require pesticide application services to effectively control pests. Historically, the Orange County Transportation Authority's (Authority) pest management program consisted of contractor services for licensed application of pesticides, placement of bait, and detail cleaning. Detail cleaning is an important element of the program, providing both strategies for pest prevention as well as removal of chemical residue that often follows spraying and fogging. The subject agreement provides for scheduled pesticide/bait application four times per year and includes a complete interior detail cleaning after pesticide application on the Authority's fixed route buses.

The contractor provides all supervision, equipment, labor, and materials to perform this service for detail interior cleaning of a 40-foot or 60-foot transit bus. The agreement also provides supplemental tasks such as exterior hard water spot and calcium removal, applying window sealant, wheel polishing and non-revenue vehicle cleaning as needed.

***Procurement Approach***

This procurement was handled in accordance with the Authority's procedures for competitive bids in accordance with state law. These projects are handled as sealed bids and award is made to the lowest responsive, responsible bidder.

On February 16, 2010, Invitation for Bids (IFB) 9-0704 was released and sent electronically to 519 firms registered on CAMM NET. The project was advertised on February 16 and February 23, 2010, in a newspaper of general circulation. A pre-bid conference was held on February 23, 2010 with eight attendees representing eight firms. Addendum No. 1 was issued to respond to questions and post administrative changes. Addenda No. 2 and 3 were issued to revise the Scope of Work and Price Summary Sheet.

On March 18, 2010, six bids were received. All bids were reviewed by staff from the Maintenance Division and Contracts Administration and Materials Management Department (CAMM) to ensure compliance with the terms, conditions, and specifications.

The pricing listed below from the bidders includes basic cleaning charges and pesticide/bait application. State law requires award to the lowest responsive, responsible bidder.

<u>Firm and Location</u>	<u>Bid Price</u>
Fleetwash, Inc. Fairfield, New Jersey	\$221,040
Qualified Mobile, Inc. Norco, California	\$536,360
ATM Detailing Services Redlands, California	\$583,739
Corporate Image Santa Ana, California	\$666,700

KBM Facility Solutions San Diego, California	\$701,760
Master Wash Santa Ana, California	\$745,900

The apparent low bidder Fleetwash, Inc., withdrew the firm's bid citing that the firm's operations group in Santa Fe Springs could not fulfill the terms of the contract. Qualified Mobile, Inc., and ATM Detailing Services were non-responsive to the bid requirements because they did not provide proof of the firm's pest licenses as required in the IFB and by the State of California. Corporate Image, KBM Facility Solutions, and Master Wash were found responsive and responsible to the bid requirements.

The engineer's estimate for this project is \$750,000. The bid by Corporate Image is eleven percent below the engineer's estimate and therefore, is considered fair and reasonable.

Staff recommends an award of bus cleaning services to Corporate Image, the lowest responsive, responsible bidder, in an amount not to exceed \$666,700, for a period from May 1, 2010 through April 30, 2013.

#### Fiscal Impact

The project was approved in the Authority's Fiscal Year 2009-10 Budget, Transit Division, Maintenance Department, Account 2159-7613-D3107-2WP, and is funded through the Local Transportation Fund.

#### **Summary**

Staff recommends award of Agreement No. C-9-0704 to Corporate Image, in an amount not to exceed \$666,700, for bus cleaning services.

**Attachment**

None.

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