

**Date:** December 14, 2022

**To:** Board of Directors

**From:** Sam Desue, Jr.

**Subject: RESOLUTION NO. 22-12-63 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT MODIFICATION WITH COLUMBIA PRESSURE WASHING, LLC FOR CUSTODIAL GOODS AND SERVICES FOR TRIMET FACILITIES AND TRANSIT CENTERS**

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**1. Purpose of Item**

This Resolution requests that the TriMet Board of Directors (Board) authorize the General Manager or his designee to execute a contract modification (Modification) with Columbia Pressure Washing, LLC (CPW) for custodial goods and services for TriMet facilities and transit centers.

**2. Type of Agenda Item**

- Initial Contract
- Contract Modification
- Other \_\_\_\_\_

**3. Type of Contract Procurement**

- Low Bid / Invitation to Bid (ITB)
- Request for Proposals (RFP) (inc. CM/GC)
- Request for Qualifications (RFQ) (Personal Services)
- Other (inc. sole source) \_\_\_\_\_

**4. Reason for Board Action**

Board authorization is required for all contract modifications causing contract amounts to exceed amounts previously authorized by the Board.

**5. Type of Action**

- Resolution
- Ordinance 1<sup>st</sup> Reading
- Ordinance 2<sup>nd</sup> Reading
- Other \_\_\_\_\_

**6. Background**

TriMet operates and maintains numerous administrative offices, layover and restroom facilities for operators and maintenance employees, plus transit centers for TriMet customers. TriMet contracts for custodial services for these facilities, including cleaning restrooms, vacuuming, carpet cleaning, dusting, removing trash and litter, pressure washing and related services.

On December 12, 2018, via Resolution No. 18-12-82, the Board authorized the General Manager to execute three custodial goods and services contracts with the vendors in the amounts shown below:

CBM systems LLC (CBM)	\$1,584,915
Columbia Pressure Washing LLC (CPW)	\$2,256,140
Relay Resources Enterprises (Relay)	<u>\$ 888,675</u>
<b>TOTAL AMOUNTS:</b>	<b>\$4,729,730</b>

Each vendor performs custodial services in a different work Zone within the TriMet service area. CPW's work Zone is the largest, encompassing all of the TriMet service area east of the Willamette River and south of Burnside.

Due to the COVID-19 pandemic, utilization of these contracts exceeded what was anticipated at the time of the original solicitation. The pandemic imposed significantly greater obligations on staff to provide continuous on-site touch point disinfection at operator report areas and areas with similar occupancy, and to conduct more frequent traditional cleaning activities. Social unrest, protests and riots also required greater utilization of these contracts than anticipated, including the need for removal of a tremendous increase in graffiti, remediation of vandalism, and disposal of waste from houseless encampments near TriMet facilities.

Therefore, on April 27, 2022, via Resolution No. 22-04-20, the Board authorized increases to all three contracts due to the additional work required, in the following amounts:

CBM systems LLC (CBM)	from \$1,584,915 to \$2,166,027
Columbia Pressure Washing LLC (CPW)	from \$2,256,140 to \$3,273,905
Relay Resources Enterprises (Relay)	from <u>\$ 888,675</u> to <u>\$1,403,066</u>
<b>TOTAL AMOUNTS:</b>	from \$4,729,730 to \$6,842,998

Now, as a result of an increase in demand for custodial services in CPW's work Zone, additional funding in the amount of \$1,085,939 is needed for the CPW contract. This additional funding is necessary to accommodate the following:

- contracted annual price increase of 8% CPI
- contracted consumable cleaning materials
- additional daily cleaning services
- once a week pressure washing
- emergency cleanings at the Clackamas Town Center (CTC) Mall Garage, CTC Transit Center, and the CTC Mall Brown Theater Bus Shelter, and
- responsibility for cleaning at TriMet's new Powell Operations Facility

This Modification would increase the value of the CPW contract by \$1,085,939, from \$3,273,905 to \$4,359,844. The values of the other custodial goods and services contracts will remain the same.

## **7. Description of Procurement Process**

This contract was procured via an Invitation to Bid (ITB) process.

**8. Diversity**

CPW's ten-person workforce is 100% minority and 40% female. CPW uses its own workforce to perform the work under this contract.

**9. Financial/Budget Impact**

Agency-wide custodial goods and services costs are budgeted as an element of the ongoing Facilities Management operating budget.

**10. Impact if Not Approved**

Failure to approve this Resolution and allow the increased funding for the CPW contract could result in significant safety hazards to TriMet customers, staff and facilities, and disruption of operations. Further, CPW is well-qualified to perform these services and TriMet has been very satisfied with its performance to date. Approval of this Modification is recommended.

**RESOLUTION NO. 22-12-63**

**RESOLUTION NO. 22-12-63 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT MODIFICATION WITH COLUMBIA PRESSURE WASHING, LLC FOR CUSTODIAL GOODS AND SERVICES FOR TRIMET FACILITIES AND TRANSIT CENTERS**

**WHEREAS**, TriMet has authority under ORS 267.200 to enter into a contract modification with Columbia Pressure Washing LLC (CPW) for custodial goods and services for TriMet facilities and transit centers (Modification); and

**WHEREAS**, by Resolution No. 22-05-35, dated May 25, 2022, the TriMet Board of Directors (Board) adopted a Statement of Policies requiring the Board to approve contracts obligating TriMet to pay in excess of \$1,000,000; and

**WHEREAS**, by Resolution No. 22-04-20, the Board approved a contract modification that included an increase in the CPW contract to \$3,273,905; and

**WHEREAS**, the total amount of this Modification exceeds the contract amount previously authorized by the Board;

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the Modification shall conform with applicable law.
2. That the General Manager or his designee is authorized to execute a Modification to the contract with CPW, increasing the contract amount from \$3,273,905 to \$4,359,844, through the contract's termination date of December 12, 2023.

Dated: December 14, 2022



\_\_\_\_\_  
Presiding Officer

Attest:



\_\_\_\_\_  
Recording Secretary

Approved as to Legal Sufficiency:



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Legal Department