

## PROCUREMENT SUMMARY

TRANSIT OPERATIONS ENGINEERING SUPPORT/AE100331000 AND  
AE100331001

|    |   |  |
|----|---|--|
| 1. | <b>Contract Number:</b> AE100331000 and AE100331001   |  |
| 2. | <b>Recommended Vendor:</b> HNTB Corporation and Gannett Fleming, Inc.   |  |
| 3. | <b>Type of Procurement (check one):</b> <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input checked="" type="checkbox"/> RFP-A&E<br><input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order |  |
| 4. | <b>Procurement Dates:</b>   |  |
|    | <b>A. Issued:</b> March 7, 2023   |  |
|    | <b>B. Advertised/Publicized:</b> March 7 and 14, 2023   |  |
|    | <b>C. Pre-Proposal Conference:</b> March 21, 2023   |  |
|    | <b>D. Proposals Due:</b> April 20, 2023   |  |
|    | <b>E. Pre-Qualification Completed:</b> July 25, 2023  |  |
|    | <b>F. Ethics Declaration Forms submitted to Ethics:</b> April 20, 2023  |  |
|    | <b>G. Protest Period End Date:</b> November 22, 2023  |  |
| 5. | <b>Solicitations Picked up/Downloaded:</b><br><br>103   | <b>Bids/Proposals Received:</b><br><br>2 |
| 6. | <b>Contract Administrator:</b><br>Victor Zepeda   | <b>Telephone Number:</b><br>213.922.1458 |
| 7. | <b>Project Manager:</b><br>Kelvin Zan   | <b>Telephone Number:</b><br>213.617.6264 |

**A. Procurement Background**

This Board Action is to approve Contract Nos. AE100331000 and AE100331001 issued in support of transit operations engineering support for the Operations Infrastructure Maintenance and Engineering (IM&E) Department. Board approval of contract awards are subject to resolution of any properly submitted protest.

The RFP was issued in accordance with Metro's Acquisition Policy and the contract type is a task order firm fixed unit price. The RFP was issued with a Disadvantaged Business Enterprise (DBE) goal of 36%.

Three amendments were issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on March 15, 2023, clarified the period of performance, reiterated that resumes are not part of the proposal page limit, and revised Appendix B to include a listing of Metro's Mega Projects;
- Amendment No. 2, issued on March 20, 2023, clarified items that were excluded from the proposal page limit and replaced the requirement of a Dunn & Bradstreet number;
- Amendment No. 3, issued on March 27, 2023, added Exhibit 15 -Public Works Form and removed the availability section from the Statement of Work for the Project Manager position.

A total of 103 firms downloaded the RFP and were included in the planholder's list. A virtual pre-proposal meeting was held on March 21, 2023, and was attended by 40 participants representing 20 firms. Firms were encouraged to form teams and Metro provided a roster of the meeting participants to facilitate partnering.

A total of two proposals were received on April 20, 2023, from the following firms listed below in alphabetical order:

1. Gannett Fleming, Inc.
2. HNTB Corporation

## **B. Evaluation of Proposals**

A Proposal Evaluation Team (PET) consisting of staff from Metro's IM&E, Rail Transportation, Project Management, and Wayside Systems was convened and conducted a comprehensive technical evaluation of the proposals received.

The proposals were evaluated based on the following evaluation criteria and weights:

- |  |           |
|--|-----------|
| • Firm's (Prime) Qualifications                | 5 points  |
| • Prime Project Management (PM) Qualifications | 40 points |
| • Prime Skills and Experience                  | 20 points |
| • Proposer's Team                              | 15 points |
| • Effectiveness of Execution Plan              | 20 points |

The evaluation criteria are appropriate and consistent with criteria developed for other similar Architectural and Engineering (A&E) procurements. Several factors were considered when developing these weights, giving the greatest importance to technical qualifications. The PET evaluated the proposals according to the pre-established evaluation criteria.

This is an A&E, qualifications-based procurement; therefore, price cannot be used as an evaluation factor pursuant to state and federal law.

During the period of May 16, 2023 to July 19, 2023, the PET independently evaluated and scored the technical proposals. Both proposals received were determined to be within the competitive range.

On June 29, 2023, the firms were invited for interviews. The firms' project managers and key team members had an opportunity to present each team's qualifications and respond to the PET's questions. In general, each team's presentation addressed the requirements of the RFP, experience with all aspects of the required tasks, and stressed each firm's commitment to the success of the project.

Following the interviews, the PET finalized and submitted their technical scores based on both the written proposal and input received during the interview. On July 19, 2023, the PET completed their evaluation of the proposals.

### **Qualifications Summary of Firms within the Competitive Range:**

#### **Gannett Fleming, Inc.**

Gannett Fleming, Inc. has assembled a team with project management experience as well as experience in areas such as radio communications, transportation systems, train control, traction power, civil/facility design, and construction support.

Gannett Fleming, Inc. demonstrated its depth of resources through a variety of disciplines and is available for deployment when Metro needs arise. The firm's approach has been developed based on previous experience with on-call contracts with various transit agencies, including Metro.

Gannett Fleming, Inc. exhibited in its proposal its familiarity with Metro's policies and codes. The firm brings over 50 years of experience in California working with CPUC, Caltrans, and local agencies such as the City of Los Angeles, and Metro.

#### **HNTB Corporation**

HNTB Corporation provided relevant experience including planning, design, and advanced conceptual engineering for similar Metro projects and has demonstrated an understanding of the work and approach.

HNTB Corporation has proposed individuals with experience in similar on-call transit projects with various transit agencies and are familiar with Metro's systems, policies, and procedures given that the proposed team has demonstrated experience on every Metro rail line beginning in 1990.

HNTB Corporation demonstrated an execution plan, approach, and depth of resources (through employees or subcontractor teams) to facilitate the delivery of the work that includes coordination, a regimented approach to quality, safety, and management of personnel designed to maintain consistent delivery of service.

A summary of the PET scores is provided below:

| 1  | Firm                            | Average Score | Factor Weight  | Weighted Average Score | Rank     |
|----|---------------------------------|---------------|----------------|------------------------|----------|
| 2  | <b>HNTB Corporation</b>         |               |                |                        |          |
| 3  | Firm's (Prime) Qualifications   | 96.30         | 5.00%          | 4.82                   |          |
| 4  | Prime PM Qualifications         | 95.16         | 40.00%         | 38.06                  |          |
| 5  | Prime Skills and Experience     | 96.88         | 20.00%         | 19.38                  |          |
| 6  | Proposer's Team                 | 97.92         | 15.00%         | 14.69                  |          |
| 7  | Effectiveness of Execution Plan | 96.56         | 20.00%         | 19.31                  |          |
| 8  | <b>Total</b>                    |               | <b>100.00%</b> | 96.26                  | <b>1</b> |
| 9  | <b>Gannett Fleming, Inc.</b>    |               |                |                        |          |
| 10 | Firm's (Prime) Qualifications   | 94.40         | 5.00%          | 4.72                   |          |
| 11 | Prime PM Qualifications         | 95.31         | 40.00%         | 38.12                  |          |
| 12 | Prime Skills and Experience     | 95.63         | 20.00%         | 19.13                  |          |
| 13 | Proposer's Team                 | 97.50         | 15.00%         | 14.63                  |          |
| 14 | Effectiveness of Execution Plan | 92.50         | 20.00%         | 18.50                  |          |
| 15 | <b>Total</b>                    |               | <b>100.00%</b> | 95.10                  | <b>2</b> |

### **C. Cost Analysis**

The recommended unit rates have been determined to be fair and reasonable based upon an independent cost estimate, cost analysis, fact finding, and negotiations.

Each future task order will contain a specific statement of work which will be competed with the recommended firms. Proposals submitted for each task order will be subjected to cost/price analysis, technical evaluation, fact finding, and negotiations to determine the price fairness and reasonableness.

### **D. Background on Recommended Contractors**

#### **GANNETT FLEMING, INC.**

Since 1993, Gannett Fleming, Inc., headquartered in Pennsylvania, with a local office in the city of Los Angeles, has provided engineering services with a specialty in rail-related operation control systems, signal, and communications. Gannett Fleming was established in 1915 and is the incumbent on the current Maintenance of Way engineering support task order contract and is performing satisfactorily.

## **HNTB Corporation**

HNTB Corporation was established in 1914, headquartered in Kansas, and has a local office in Los Angeles. The firm has project experience in highways, intelligent transportation, bridges, construction, and program management, as well as architecture. HNTB Corporation has over 500 employees dedicated to transit and has completed 600 rail/transit projects across the country. Furthermore, HNTB Corporation has experience working with similar transit projects with national and local transit agencies and is currently satisfactorily providing professional services to Metro on the ExpressLanes Projects.