

PROCUREMENT SUMMARY

PROFESSIONAL AND TECHNICAL SERVICES FOR OPERATIONS SDSA
DEPARTMENT / PS64781000

1.	Contract Number: PS64781000	
2.	Recommended Vendor: Cambridge Systematics, Inc.	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: 9/3/2019	
	B. Advertised/Publicized: 9/3/2019	
	C. Pre-Proposal Conference: 9/12/2019	
	D. Proposals Due: 10/10/2019	
	E. Pre-Qualification Completed: In process	
	F. Conflict of Interest Form Submitted to Ethics: 10/29/2019	
	G. Protest Period End Date: 2/16/2020	
5.	Solicitations Picked up/Downloaded: 59	Bids/Proposals Received: 2
6.	Contract Administrator: Annie Duong	Telephone Number: (213) 418-3048
7.	Project Manager: Jeffrey Neely	Telephone Number: (213) 922-4032

A. Procurement Background

This Board Action is to approve Contract No. PS64781000 to Cambridge Systematics, Inc. (Cambridge) to provide professional and technical services for the Operations Service Development, Scheduling and Analysis (SDSA) department. Board approval of contract awards are subject to the resolution of any properly submitted protest.

The Request for Proposal (RFP) No.PS64781 was issued in accordance with Metro's Acquisition Policy and the contract type is firm fixed unit rate, task order based, Indefinite Delivery, Indefinite Quantity (IDIQ).

One amendment was issued during the solicitation phase of this RFP:

- Amendment No. 1 was issued on September 6, 2019 to provide proposers an option to participate in the pre-proposal conference via conference call.

A pre-proposal conference was held on September 12, 2019 and was attended by 13 participants representing nine firms.

A total of 59 firms downloaded the RFP and were included on the plan holders' list. There were 24 questions submitted by potential proposers and responses were provided prior to the proposal due date. A total of two proposals were received on October 10, 2019.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from the Operations SDSA, Corporate Safety, and Contract Services departments was convened and conducted a comprehensive technical evaluation of the proposals received.

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

- Project Team's Skill and Experience 40 percent
- Proposer's Ability to Manage Multiple Teams Along Multiple Lines of Business 20 percent
- Project Manager's Skills and Experience 20 percent
- Cost Proposal 20 percent

The evaluation criteria are appropriate and consistent with criteria developed for other similar procurements.

On October 21, 2019, the PET began its independent evaluation of the two proposals received. One firm did not address all of the technical requirements of the RFP and therefore, were no longer considered for further evaluation.

The following is a summary of the PET's evaluation scores:

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	Cambridge Systematics, Inc.				
3	Project Team's Skill and Experience	85.83	40%	34.33	
4	Proposer's Ability to Manage Multiple Teams Along Multiple Lines of Business	82.65	20%	16.53	
5	Project Manager's Skills and Experience	81.40	20%	16.28	
6	Cost Proposal	100.00	20%	20.00	
7	Total		100%	87.14	1

C. Cost/Price Analysis

The recommended hourly rates have been determined to be fair and reasonable based upon an independent cost estimate, technical evaluation, fact finding, and negotiations. All future task orders and modifications will be determined to be fair

and reasonable in accordance with Metro's Acquisition Policy at the time of issuance and award.

	Proposer Name	Proposal Amount	Metro ICE	NTE amount
1.	Cambridge Systematics, Inc.	\$8,740,283	\$9,000,000	\$8,683,324

D. Background on Recommended Contractor

The recommended firm, Cambridge Systematics, Inc., (CS) located in Medford, MA, has been in business since 1972 and has an office in the Los Angeles area. CS brings more than 47 years of experience and technology to the transportation industry in planning and policy, movement of people and goods, software design and development, and effective partnerships and strategies analysis.

CS and their proposed team worked on various projects, including various Metro projects. CS has led the recent planning efforts in the county, including Metro's Long-Range Transportation Plan; Systemwide Bus Network Restructuring Plan; Measure M Performance Evaluation; multimodal Mobility Matrix plans for the San Gabriel Valley, North Los Angeles County, and South Bay Cities subregions of Los Angeles County; the Gateway Cities Strategic Transportation Plan; and a myriad of other multimodal planning efforts.

In addition, CS has led Southern California-specific goods movement studies and technology plans, developed new analytical methods for evaluating transportation investments, and offers a team of local modelers with expertise in running and evaluating output from Metro's Travel Demand Model.