

PROCUREMENT SUMMARY

CONSTRUCTION MANAGEMENT FOR RAIL FACILITIES CAPITAL PROGRAM/
PS601800026445

1.	Contract Number: PS601830026445	
2.	Recommended Vendor: Destination Enterprises	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input checked="" type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: April 8, 2016	
	B. Advertised/Publicized: April 8, 2016	
	C. Pre-proposal/Pre-Bid Conference: April 18, 2016	
	D. Proposals/Bids Due: May 12, 2016	
	E. Pre-Qualification Completed: September 6, 2016	
	F. Conflict of Interest Form Submitted to Ethics: October 18, 2016	
	G. Protest Period End Date: Fifteen Calendar Days after Notification of Intent to Award	
5.	Solicitations Picked up/Downloaded: 132	Bids/Proposals Received: 11
6.	Contract Administrator: Josie Mellen	Telephone Number: 213-922-1105
7.	Project Manager: James Gleig	Telephone Number: 213-922-7453

A. Procurement Background

This Board Action is to approve Contract No.: PS601830026445 issued in support of. Contract Management Services (CMSS) related to Rail projects. The scope of the contract is to support design reviews, construction management and administration to ensure the construction of various projects are administered and completed in compliance with contract requirements and government regulations. Board approval of contract awards are subject to resolution of all properly submitted protests.

The RFP was issued in accordance with Metro's Acquisition Policy and the contract type is a cost plus fixed fee. One amendment was issued during the solicitation phase of the RFP:

- Amendment No. 1, issued on April 22, 2016 which extended the proposal due date and sent out the pre-proposal documents.

A total of eleven proposals were received on May 12, 2016. The procurement was designated as a Small Business Prime set-aside solicitation, meeting the threshold requirements for Metro's certified SBE vendor registration program. Each of the firms were Metro certified in one or more of the following North American Industry Classification System (NAICS) codes: 236220, 541330, 541618 or 541618. Metro held a pre-proposal conference on April 18, 2016, in the Gateway conference room on the third floor of the Gateway Building. There were seventy-seven firms that signed in at the pre-proposal conference. One hundred thirty-two registered plan

holders downloaded the RFP package. The Questions and Answers were emailed to all Planholders on May 4, 2016.

B. Evaluation of Proposals/Bids

A Proposal Evaluation Team (PET) consisting of staff members from Metro's Construction Management and Facilities Engineering Operations 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:

- EXPERIENCE & CAPABILITIES OF FIRMS ON THE CMSS' TEAM 20%
- STAFF SKILLS AND EXPERIENCE 50 %
- MANAGEMENT PLAN AND CONTROL 30%

The evaluation criteria are appropriate and consistent with criteria developed for other, similar Architect and Engineers (A&E) solicitations. Several factors were considered when developing these weights, giving the greatest importance to the staffing.

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

On August 9, 2016, the scoring of the written proposals was completed, and resulted in three proposers with-in the competitive range. The three firms within the competitive range are listed below in alphabetical order:

1. Destination
2. Ramos
3. Safe Work

Eight firms were determined to be outside the competitive range and were not included for further consideration.

The PET invited the three proposers to oral presentations on August 26, 2016. Each of the firms' project managers and key team members had an opportunity to present each team's qualifications and respond to the evaluation committee's questions. Each team was asked questions relative to each firm's proposed alternatives and previous experience.

The final scoring included evaluation of written proposals supported by oral presentations from the proposers' proposed key personnel.

Qualifications Summary of Recommended Firm:

The evaluation performed by the PET, in accordance with RFP defined criteria, determined Destination as the most qualified firm to provide Construction Management Support Service. After the PET recommendation was approved by the EO, V/CM. Destination’s cost proposal was opened; a cost analysis was performed along with a request for an audit, and negotiations.

Destination provides relevant rail experience working on METRO projects such as Regional Connector, Division 14 facility (EXPO Light Rail Phase II), and Division 9. Relevant report samples were submitted such as CM monthly construction progress report, safety plan and the management plan. A detailed presentation of the project status of the proposed 32 projects with staffing projections was submitted which demonstrated a clear understanding of the proposed project’s scope of work.

Destination demonstrated they are well-skilled in providing the scope of services at the level required by this contract, and has the capabilities to provide staffing for task order assignments that may be issued under this contract. Therefore, the PET recommends Destination as the most qualified firm according to the evaluation criteria.

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	Destination				
3	Experience and Capabilities of Firms of the CMSS Team	82.50	20.00%	16.50	
4	Staff Skills and Experience	77.00	50.00%	38.86	
5	Management Plan and Control	80.00	30.00%	24.00	
6	Total		100.00%	79.36	1
7	Ramos				
8	Experience and Capabilities of Firms of the CMSS Team	84.50	20.00%	16.90	
9	Staff Skills and Experience	78.30	50.00%	39.16	
10	Management Plan and Control	59.70	30.00%	17.93	
11	Total		100.00%	74.00	2
12	Safe Work				
13	Experience and Capabilities of Firms of the CMSS Team	77.5	20.00%	15.5	
14	Staff Skills and Experience	70.00	50.00%	35.03	
15	Management Plan and Control	58.10	30.00%	17.43	
16	Total		100.00%	67.96	3

C. Cost/Price Analysis

The cost analysis included verification of the certified payroll records of each proposed direct labor classification, and examination of labor rates on a previous contract No. PS 100800-2642, Metro Rail Facilities Construction Management Consultant. Metro has negotiated fixed billing rates for direct labor and provisional overhead rates. The pricing for each Task Order will use the Contract defined fixed direct labor rates, provisional overhead rates plus the negotiated fixed fee factor to establish a lump sum price, a cost-plus-fixed-fee amount.

An audit request will be submitted to Metro Management Audit Services (MASD) to perform an audit of the provisional overhead rates. In order to prevent any unnecessary delay in contract award, provisional rates have been established subject to retroactive adjustments. In accordance with FTA Circular 4220.1.F, if an audit has been performed by any other cognizant Federal or State government agency within the last twelve month period, Metro will receive and accept that audit report for the above purposes rather than perform another audit.

A fair and reasonable price for all future Task Orders will be determined based upon a cost analysis, technical evaluation, fact finding, and negotiations, before issuing work to the Consultant.

Proposer Name	Proposal Amount	Metro ICE	Negotiated or NTE amount
Destination Enterprises			
FY 17 – FY19	\$5,632,671 ⁽³⁾	\$2,985,035⁽²⁾	\$3,000,000⁽¹⁾
Total Contract	\$3,000,000⁽³⁾	\$2,985,035	N/A

(1) The amount of \$3,000,000 is the negotiated amount for the 36-month period of FY17 through FY19. Future work will be funded on an annual basis.

(2) Metro's ICE is for the period FY17 through FY19

(3) Proposal amount includes Scope of Services not yet identified.

D. Background on Recommended Contractor

The recommended firm, Destination Enterprises, located in Culver City, California, has been in business for eleven years and is a leader in the construction management field. Destination has provided construction management services for several Metro owned transit operations and maintenance facilities of similar size, scope and cost. This includes Division 14 Operations & Maintenance facility for the Expo Light Rail. The Project Manager along with the proposed key personnel presented a thorough understanding of Metro's scope of work and requirements. This team would be able to start immediately and efficiently without much of a learning curve.