

## PROCUREMENT SUMMARY

## REFURBISH VARIOUS SEAT INSERTS/RR82767000

1.	<b>Contract Number:</b> RR82767000	
2.	<b>Recommended Vendor:</b> Molina Manufacturing, 23126 Mariposa Avenue, Torrance, CA 90502	
3.	<b>Type of Procurement (check one):</b> <input checked="" type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	<b>Procurement Dates:</b>	
	<b>A. Issued:</b> 11/18/21	
	<b>B. Advertised/Publicized:</b> 12/02/21	
	<b>C. Pre-proposal/Pre-Bid Conference:</b> N/A	
	<b>D. Proposals/Bids Due:</b> 3/24/22	
	<b>E. Pre-Qualification Completed:</b> 4/29/22	
	<b>F. Conflict of Interest Form Submitted to Ethics:</b> 4/12/22	
	<b>G. Protest Period End Date:</b> 6/20/22	
5.	<b>Solicitations Picked up/Downloaded:</b>  12	<b>Bids/Proposals Received:</b>  1
6.	<b>Contract Administrator:</b> Tanya Allen	<b>Telephone Number:</b> (213) 922-1018
7.	<b>Project Manager:</b> David Ball	<b>Telephone Number:</b> (213) 922-5895

**A. Procurement Background**

This Board Action is to approve Contract No. RR82767000 for the refurbishment of various bus seat inserts with vinyl. Board approval of this contract award is subject to resolution of any properly submitted protest.

A Two-Step Invitation for Bid (IFB) No. RR82767 was issued as a Small Business Enterprise (SBE) Set-Aside in accordance with Metro's Acquisition Policy and the contract type is a firm fixed unit rate.

Five (5) amendments were issued during the solicitation phase of this IFB:

- Amendment No. 1 was issued on January 5, 2022 to update the packaging requirements;
- Amendment No. 2 was issued on January 12, 2022 to update the warranty requirements;
- Amendment No. 3 was issued on January 13, 2022 to update critical dates and extend the bid due date;
- Amendment No. 4 was issued on January 20, 2022 to revise Exhibit 2, Schedules Quantities and Prices;
- Amendment No. 5 was issued on January 26, 2022 to revise Exhibit 2, Schedules Quantities and Prices.

A total of 12 firms downloaded the IFB and were included on the plan holders list. A

single bid was received on the Step-One due date of February 18, 2022 from Molina Manufacturing (Molina). A market survey was conducted of plan holders that did not submit a bid to ascertain the reason(s) they did not submit. Two responses were received. One firm responded that it was not a Metro-certified SBE firm and therefore would be ineligible for award and the other firm was a Metro-certified SBE firm but upon reviewing the technical requirements determined it did not have the capability to perform the work.

**B. Evaluation of Bids**

This procurement was conducted in accordance and complies with Metro’s Acquisition Policy for a competitive two-step sealed bid. The Step-One Technical Evaluation was conducted by staff from the Operations Department on a pass/fail basis to determine if the bid submitted was technically acceptable.

The Pass/Fail Criteria for Step-One are as follows:

1. Facilities and Tools
2. Similar Projects in the past 3 years
3. Delivery Timeline
4. Quality Assurance Program
5. Work Plan, Inspection Plan, First Article Sample

After the Step-One evaluation, the single bid from Molina Manufacturing was determined to be technically qualified. On March 24, 2022, the Step-Two public bid opening was held to obtain pricing.

The bid received from Molina Manufacturing was determined to be the lowest responsive and responsible bid and to be in full compliance in meeting the bid and technical requirements of the IFB.

**C. Price Analysis**

The recommended bid price from Molina Manufacturing has been determined to be fair and reasonable based upon the Independent Cost Estimate (ICE) and previous purchases. Metro’s ICE utilized a higher unit rate per insert that was developed through the use of historical purchases and rising labor and materials costs. The submitted bid unit prices will result in a net savings to Metro of \$313,728.00.

<b>Bidder Name</b>	<b>Bid Amount</b>	<b>Metro ICE</b>
Molina Manufacturing	3,373,064.72	4,362,400

**D. Background on Recommended Contractor**

The recommended firm, Molina Manufacturing is located in Torrance, CA, has been in business for fifty-four (54) years. Molina Manufacturing provided similar services for

Metro and other agencies including the Metropolitan Transit District (MTD) in Santa Barbara, Valley Metro Rail in Arizona, and Greater Dayton Regional Transit Authority (RTA) in Ohio and numerous other transit agencies. Molina Manufacturing has provided satisfactory services to Metro on previous projects.