

PROCUREMENT SUMMARY

CONSULTING SERVICES FOR BUS CONTRACTS
PROJECT CONTROL SUPPORT/PS50321

1.	Contract Number: PS50321	
2.	Recommended Vendor: Capitol Government Contract Specialists Inc. (Capitol GCS)	
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: 02.05.18	
	B. Advertised/Publicized: 02.09.18	
	C. Pre-Proposal Conference: 02.13.18	
	D. Proposals Due: 03.07.18	
	E. Pre-Qualification Completed: 06.08.18	
	F. Conflict of Interest Form Submitted to Ethics: 06.15.18	
	G. Protest Period End Date: 07.20.18	
5.	Solicitations Picked up/Downloaded: 71	Bids/Proposals Received: 4
6.	Contract Administrator: Wayne Okubo	Telephone Number: (213)922-7466
7.	Project Manager: Phil Rabottini	Telephone Number: (213)617-6269

A. Procurement Background

This Board Action is to approve Contract No. PS50321 issued to provide and maintain a content management solution, and to assist and augment Metro staff in the project management, administration, and on-time delivery of up to five separate contracts for Zero Emission and Compressed Natural Gas buses. 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 cost plus fixed fee.

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

- Amendment No. 1, issued on February 16, 2018, extended the proposal due date;
- Amendment No. 2, issued on February 28, 2018, clarified scope requirements and evaluation criteria;
- Amendment No. 3, issued on April 13, 2018, requested Best and Final Offers.

A pre-proposal conference was held on February 13, 2018, and was attended by 23 individuals representing 18 different firms. A total of four proposals were received on March 7, 2018.

The proposal evaluation included reviews of the written proposals, clarifications requests and responses, oral presentations, face-to-face discussions, and Best and

Final Offers. These series of evaluation processes were necessary to assess and evaluate the proposers' strengths and weaknesses in their respective technical and price proposals.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from Vehicle Technology and Acquisition, and Rail Vehicle Acquisition was convened and conducted a comprehensive technical evaluation of the proposals received.

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

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| • Degree of the Team's Skill and Experience | 35 percent |
| • Proposed Resources | 20 percent |
| • Understanding of the Work and Effectiveness of the Execution Plan | 20 percent |
| • Price | 25 percent |

The evaluation criteria are appropriate and consistent with criteria developed for other, similar professional services engagements. Several factors were considered when developing these weights, giving the greatest importance to the proposed team's skill and past performance experience in similar scopes of work in support of rolling stock acquisition contracts.

Of the four proposals received, all were determined to be within the competitive range. The firms within the competitive range are listed below in alphabetical order:

1. Alliance/CMS/O2EPCM JV
2. Capitol GCS, Inc.
3. MARRS Services, Inc.
4. Virginkar and Associates, Inc.

Proposal evaluation began on March 8, 2018. The evaluation team met on March 13, 2018 to discuss the proposals strengths, weaknesses, clarifications, and deficiencies. As a result of this initial evaluation meeting, clarifications were requested and deficiencies were identified to the proposers. All firms were required to clarify and correct deficiencies by March 26, 2018. On March 28, 2018, all deficiencies were deemed to have been corrected and clarifications sufficiently explained. Initial scores revealed that all proposers were within a competitive range, so on April 2, 2018 all proposers were requested to prepare a presentation led by each proposed Project Manager. Presentations were held on April 9, 2018 after which each proposer's strengths and weaknesses were also discussed. Best and Final Offers (BAFO) were then requested on April 13, 2018 with a due date of April 20, 2018. All BAFOs were received and final evaluation and recommendation for award was then made by the PET.

Qualifications Summary of Firms within the Competitive Range:

Capitol GCS

Capitol GCS is a certified Small Business Enterprise (SBE) firm specializing in project management consulting for metropolitan transit agency rolling stock procurements and overhaul programs. Their proposed team provides industry with technical support for transit projects including rolling stock document control systems experience. The technical team includes resources from WSP USA's pool of engineers experienced in transit applications. The proposed document control solution is developed on a Sharepoint platform and supported by WSP and Information Design Consultants, Inc. (IDCI).

Alliance/CMS/O2EPCM JV

The Alliance/CMS/O2EPCM JV chose RailPlan International as its technical partner because of RailPlan's past experience in support of new rolling stock acquisitions, vehicle overhauls, and vehicle maintenance. The team provides program management and project controls support for Metro transit and rolling stock programs and local SBE capability.

MARRS Services, Inc.

MARRS Services, Inc. has teamed with Atkins North America/SNCLavalin as a significant subcontractor for its bus procurement expertise, and KAYGEN for IT programming support. The team provides project control support services to transit agencies for engineering, procurement, and construction.

Virginkar and Associates, Inc.

Virginkar and Associates, Inc. is a certified Small Business Enterprise (SBE) that specializes in rolling stock design, manufacture, assembly, inspection, test, shipping, operations, and maintenance. Virginkar has teamed with STV as its primary technical support service provider, to provide services related to rolling stock procurements and the necessary support services.

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	Capitol GCS				
3	Degree of the Team's Skill and Experience	7.50	35.00%	26.25	
4	Proposed Resources	8.10	20.00%	16.19	
5	Understanding and Effectiveness of Execution Plan	8.33	20.00%	16.67	
6	Price		25.00%	22.63	
7	Total		100.00%	81.74	1
8	Alliance/CMS/O2EPCM JV				
9	Degree of the Team's Skill and Experience	7.08	35.00%	24.79	
10	Proposed Resources	6.51	20.00%	13.02	
11	Understanding and Effectiveness of Execution Plan	6.83	20.00%	13.67	
12	Price		25.00%	23.99	
13	Total		100.00%	75.47	2
14	MARRS, Inc.				
15	Degree of the Team's Skill and Experience	6.67	35.00%	23.33	
16	Proposed Resources	6.88	20.00%	13.75	
17	Understanding and Effectiveness of Execution Plan	6.78	20.00%	13.56	
18	Price		25.00%	24.34	
19	Total		100.00%	74.98	3
20	Virginkar and Associates				
21	Degree of the Team's Skill and Experience	6.71	35.00%	23.48	
22	Proposed Resources	6.19	20.00%	12.39	
23	Understanding and Effectiveness of Execution Plan	6.75	20.00%	13.50	
24	Price		25.00%	25.00	
25	Total		100.00%	74.37	4

C. Cost/Price Analysis

The recommended price has been determined to be fair and reasonable based upon adequate competition, an independent cost estimate, cost analysis, technical evaluation, fact finding, and negotiations.

	Proposer Name	Proposal Amount	Metro ICE	Negotiated or NTE amount
1.	Alliance/CMS/O2EPCM	\$ 2,056,374	\$ 1,674,560	\$ 1,777,839
2.	Capitol GCS	\$ 2,186,095	\$ 1,674,560	\$ 1,884,286
3.	MARRS, Inc.	\$ 1,835,412	\$ 1,674,560	\$ 1,751,974
4.	Virginkar & Associates	\$ 1,763,606	\$ 1,674,560	\$ 1,705,684

Note that the Metro ICE does not include fee or travel in its calculation.

D. Background on Recommended Contractor

The recommended firm, Capitol GCS, Inc., located in Irvine, California, has been in business since 2011 in the program management consulting field. Capitol GCS has supported a variety of rolling stock acquisition/overhaul support contracts with agencies such as LACMTA, Southern California Regional Rail (Metrolink), North County Transit District, and Washington DC Metropolitan Transit Agency.