

PROCUREMENT SUMMARY

**SUSTAINABILITY PROGRAM ASSISTANCE SERVICES
CONTRACT NO. AE129745EN086**

1.	Contract Number: AE129745EN086	
2.	Recommended Vendor: Cumming Management Group, Inc.	
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: March 27, 2025	
	B. Advertised/Publicized: March 28, 2025	
	C. Pre-Proposal Conference: April 2, 2025	
	D. Proposals Due: May 30, 2025	
	E. Pre-Qualification Completed: September 3, 2025	
	F. Ethics Declaration Forms Submitted to Ethics: June 2, 2025	
	G. Protest Period End Date: May 25, 2026	
5.	Solicitations Downloaded: 52	Proposals Received: 4
6.	Contract Administrator: Daniel A. Robb	Telephone Number: 213.922.7074
7.	Project Manager: Hoan Tang	Telephone Number: 213.922.2475

A. Procurement Background

This Board Action is to approve Contract No. AE129745EN086 for Sustainability Program Assistance Services to Cumming Management Group, Inc. determined to be the most qualified proposer to provide consulting services for Sustainability Program Assistance Services for a wide range of projects, in support of Metro’s sustainability programs. Efforts would include supporting climate, energy, water and resource conservation and management. Board approval of contract awards is subject to the resolution of any properly submitted protest(s), if any.

The recommended consultant will furnish all of the labor, materials, and other related items required to perform Sustainability Program Assistance services on a Contract Work Order basis for a project, under which specific Task Orders will be issued for specific Scopes of Services and period of performance.

Request for Proposals (RFP) No. AE129745EN086 was issued on March 27, 2025 in accordance with Metro’s Acquisition Policy and California Government Code 4525 – 4529.5 for Architectural and Engineering (A&E) services. The contract type is a cost-plus fixed fee, Indefinite Quantity Indefinite Delivery (IDIQ) contract.

Three (3) Amendments were issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on April 23, 2025, added the Scope of Work and Insurance Requirements. Replaced certifications and DBE and SBE Forms

- Amendment No. 2, issued on May 5, 2025, extended the proposal due date to May 30, 2025.
- Amendment No. 3, issued on May 12, 2025, updated Document Section III Proposal requirement forms and revised the Evaluation Requirements.

A total of 52 downloads of the RFP were recorded and were included in the planholders' list. A virtual pre-proposal conference was held on April 2, 2025, and was attended by 49 participants.

A total of four (4) proposals were received on May 30, 2025 from the following firms listed below in alphabetical order:

1. AECOM Technical Services
2. Cumming Management Group, Inc.
3. HDR Engineering, Inc.
4. Mott MacDonald Group, Inc.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of Metro staff from Environmental Services Division, Project Engineering-Transportation Architecture, and Transit Orientated Communities Departments was convened and conducted a comprehensive technical evaluation of the proposals received.

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

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| • Experience, Qualifications, and Capabilities of Firms on the Proposed Team and Key Personnel | 35% |
| • Understanding of Work and Appropriateness of Approach for Implementation | 25% |
| • Effectiveness of Management Plan | 20% |
| • Innovative Sustainable Practices and Experience | 20% |

Several factors were considered when developing these weights, giving the greatest importance to the Experience, Qualifications and Capabilities of Firms on the Proposed Team and Key Personnel.

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

From September 3, 2025, through September 17, 2025, the PET reviewed and scored the proposals. Oral presentations were held on October 23, 2025 where 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, management

plans, methods of approach, and each firm’s commitment to the success of the project. The firms also highlighted staffing resources, and any perceived project issues.

Qualifications Summary of Recommended Firm:

The PET determined Cumming Management Group, Inc. (Cumming) to be the most qualified firm to provide Sustainability Program Assistance Services, as described in the RFP. The firm demonstrated a team with qualifications, experience and capabilities that substantially meet the RFP requirements. The organizational structure and management team structure is well-organized and intuitive. Program controls are sufficiently detailed to instill confidence in their ability to effectively manage the program.

Cumming has substantial experience as a team on projects with Metro, OCTA, and SFO, bringing comprehensive knowledge directly aligned with the needs of Los Angeles County. Their experience and capabilities include geospatial mapping of charging and fueling infrastructure, climate-resilient design, community-based equity engagement, funding through environmental commodity programs, and Scope 4 emissions calculations. The proposal demonstrates a broad range of innovative practices across all facets of the Scope of Services, promoting cross-cultural dialogue and equitable outcomes, and presents a novel yet practical approach that addresses current gaps in the field through feasible and well-understood technologies. Cumming also demonstrates a thorough understanding of the work and its objectives, clearly articulating how each element contributes to the overall sustainability goals of the agency. This is further supported by their strong technical capabilities, defined methodologies, and the use of appropriate tools to develop and implement sustainability initiatives for Metro facilities. The team is composed of highly qualified personnel, including experienced subconsultants, and is supported by an effective Management Plan that reinforces their ability to successfully deliver the required services.

The final scores are based on the evaluation of the written proposals received and oral presentations. The results of the scoring are shown below:

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	Cumming Management Group, Inc.				

3	Experience, Qualifications, and Capabilities of Firms on the Proposed Team and Key Personnel	90.66	35%	31.73	
4	Understanding of Work and Appropriateness of Approach for Implementation	87.88	25%	21.97	
5	Effectiveness of Management Plan	86.25	20%	17.25	
6	Innovative Sustainable Practices and Experience	87.25	20%	17.45	
7	Total		100.00%	88.40	1
8	AECOM Technical Services				
9	Experience, Qualifications, and Capabilities of Firms on the Proposed Team and Key Personnel	88.00	35%	30.80	
10	Understanding of Work and Appropriateness of Approach for Implementation	85.52	25%	21.38	
11	Effectiveness of Management Plan	85.50	20%	17.10	
12	Innovative Sustainable Practices and Experience	89.45	20%	17.89	
13	Total		100.00%	87.17	2
14	HDR Engineering, Inc.				
15	Experience, Qualifications, and Capabilities of Firms on the Proposed Team and Key Personnel	86.09	35%	30.13	
16	Understanding of Work and Appropriateness of Approach for Implementation	84.60	25%	21.15	
17	Effectiveness of Management Plan	85.80	20%	17.16	
18	Innovative Sustainable Practices and Experience	85.95	20%	17.19	
19	Total		100.00%	85.63	3
20	Mott MacDonald Group, Inc.				

21	Experience, Qualifications, and Capabilities of Firms on the Proposed Team and Key Personnel	86.06	35%	30.12	
22	Understanding of Work and Appropriateness of Approach for Implementation	84.96	25%	21.24	
23	Effectiveness of Management Plan	82.55	20%	16.51	
24	Innovative Sustainable Practices and Experience	85.85	20%	17.17	
25	Total		100.00%	85.04	4

C. Cost/Price Analysis

The cost elements have been determined to be fair and reasonable based upon a cost analysis of labor rates, indirect rates and other direct costs completed in accordance with Metro’s Acquisition Policy. Metro negotiated and established indirect cost rates and, as appropriate, provisional indirect (overhead) rates, plus a fixed fee factor to establish a fixed fee amount based on the total estimated cost for task orders during the contract term.

Audits will be completed, where required, for those firms without a current applicable audit of their indirect cost rates, other factors, and exclusion of unallowable costs, in accordance with Federal Acquisition Regulation (FAR) Part 31. In order to prevent any unnecessary delay in contract award, provisional overhead rates have been established subject to audited adjustments.

Contract Period	Proposal Amount	Metro ICE	Recommended NTE Amount
Base Period – 3 Years	N/A ⁽¹⁾	\$7,500,000	\$7,500,000. ⁽²⁾
Option Year 1	N/A ⁽¹⁾	\$2,500,000	\$2,500,000. ⁽³⁾
Option Year 2	N/A ⁽¹⁾	\$2,500,000	\$2,500,000. ⁽⁴⁾

⁽¹⁾ A proposal amount was not applicable. This is a Cost-Plus Fixed Fee (CPFF) Indefinite Delivery Indefinite Quantity Contract with no definable level of effort for the Scope of Services. Hourly labor rates, overhead and fee were negotiated and determined to be fair and reasonable.

The Independent Cost Estimate (ICE) was established based on the Scope of Services developed for the Contract. The probable costs are based on the anticipated level of effort estimated for each year that will be required to perform the Scope of Services by the Consultant and sub-consultants.

D. Background on Recommended Contractor

Cumming Management Group, Inc., headquartered in New York City with an office located in Los Angeles, California, has been in business for 30 years and is a leader in program and project management, energy, sustainability, and climate services for public transit, cities, and counties. They are one of the leading sustainability program services firms in the nation. Today, they have nearly 950 team members and 30 offices worldwide. They work with private- and public-sector clients and provide professional services, including engineering, scientific, and related technical and project support personnel. Cumming has previously provided services for Metro, and performance has been satisfactory.