

PROCUREMENT SUMMARY

TAP FARE COLLECTION EQUIPMENT INSTALLATION SERVICES/
PS40387000

1.	Contract Number: PS40387000	
2.	Recommended Vendor: Robnett Electric, 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: 4/26/2017	
	B. Advertised/Publicized: 4/26/2017	
	C. Pre-Proposal Conference: 5/12/2017	
	D. Proposals Due: 5/30/2017	
	E. Pre-Qualification Completed: 8/17/17	
	F. Conflict of Interest Form Submitted to Ethics: 8/14/17	
	G. Protest Period End Date: 9/25/2017	
5.	Solicitations Picked up/Downloaded: 12	Bids/Proposals Received: 2
6.	Contract Administrator: Ana Rodriguez	Telephone Number: (213) 922-1076
7.	Project Manager: Gregory Wasz	Telephone Number: (213) 922-3829

A. Procurement Background

This Board Action is to authorize the award of Contract No. PS40387000, issued to support Metro in the as-needed installation and modifications to TAP Fare Collection equipment at various locations throughout Los Angeles County. Board approval of contract awards are subject to resolution of any properly submitted protest.

Request for Proposals (RFP) No. PS40387 was issued under the Small Business Set-Aside Program in accordance with Metro's Acquisition Policy.

Work under this Contract will be authorized through the issuance of separate Firm Fixed Price task orders. Each task order will contain a specific statement of work for the required services.

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

- Amendment No. 1, issued on April 28, 2017, changed the Pre-Proposal Conference date;
- Amendment No. 2, issued on May 25, 2017, extended the RFP due date to May 30, 2017.

A Pre-Proposal Conference was held on May 12, 2017, and was attended by one firm. A total of 12 firms downloaded the RFP and were included on the plan holders list. Two proposals were received on the due date of May 30, 2017 from the firms listed below in alphabetical order:

1. Global Installation and Maintenance, Inc.
2. Robnett Electric, Inc.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from Metro's TAP, Revenue Collection and Systems Engineering 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:

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| • Degree of the Prime's Skills and Experience | 30 percent |
| • Experience and Capabilities of the Subcontractors on the Contractor's Team | 20 percent |
| • Effectiveness of Management Plan | 10 percent |
| • Understanding of Work and Appropriateness of Approach for Implementation | 20 percent |
| • Cost Proposal | 20 percent |

The evaluation criteria are appropriate and are consistent with criteria developed for other, similar professional services procurements. Several factors were considered when developing these weights, giving the greatest importance to the Degree of the Prime Contractor's Skills and Experience.

The Diversity and Economic Opportunity Department (DEOD) reviewed the firms that submitted proposals in order to confirm their Metro Small Business Enterprise (SBE) certification status. Both proposers were deemed eligible Metro SBE certified firms.

From May 31, 2017 through June 7, 2017, the PET conducted its independent evaluation of the proposals received. The final scoring determined Robnett Electric, Inc. to be the highest rated proposer.

Qualifications Summary of Firms within the Competitive Range:

Robnett Electric, Inc. (Robnett)

Robnett, based out of Los Angeles, California, proposed an experienced team including a project manager, foreman and other participating subcontractors that have worked with Metro over the past decade. The Robnett team is familiar with Metro's fare equipment having worked with the Universal Fare System (UFS) since its initial implementation in 2003. Aside from establishing their degree of

experience, Robnett’s proposal also clearly addressed the approach and steps that will be taken upon issuance of a Task Order with a defined scope. Overall, their experience and approach were determined to best meet Metro’s requirements for this project.

Global Installation and Maintenance, Inc. (Global)

Global provides design, construction, and maintenance services of electrical, low voltage and fiber optic systems. Established in 2006, Global has provided its services to businesses such as MV Transportation, Veolia Transit and the Orange County Transportation Authority. While Global’s proposal conveyed their experience doing fiber optic, electrical, and communication systems work, it did not adequately address the firm’s, or any subcontractors’, experience in the installation of fare equipment. Global’s proposal also did not satisfactorily explain its proposed approach on how it will perform the work.

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

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	Robnett Electric, Inc.				
3	Degree of the Prime's Skills and Experience	90.00	30.00%	27.00	
4	Experience and Capabilities of the Subcontractors on the Contractor's Team	90.83	20.00%	18.17	
5	Effectiveness of Management Plan	82.50	10.00%	8.25	
6	Understanding of Work and Appropriateness of Approach for Implementation Price	93.40	20.00%	18.68	
7	Cost Proposal	87.34	20.00%	17.47	
8	Total		100.00%	89.57	1
9	Global Installation and Maintenance, Inc.				
10	Degree of the Prime's Skills and Experience	62.50	30.00%	18.75	
11	Experience and Capabilities of the Subcontractors on the Contractor's Team	0.00	20.00%	0.00	
12	Effectiveness of Management Plan	74.17	10.00%	7.42	
13	Understanding of Work and Appropriateness of Approach for Implementation Price	54.53	20.00%	10.91	
14	Cost Proposal	100.00	20.00%	20.00	
15	Total		100.00%	57.08	2

C. Cost Analysis

The fully burdened negotiated rate structure for the labor classifications required under this Contract have been determined to be fair and reasonable based upon an independent cost estimate, cost analysis, technical analysis, fact finding, and negotiations.

Work will be performed through the issuance of separate task orders. Proposals submitted for each task order will be subject to cost analysis and negotiations to determine that they are consistent with the terms of the contract and are fair and reasonable.

D. Background on Recommended Contractor

The recommended firm, Robnett, was established in 1965 and has been in business for 52 years. Over the past 14 years, they have supported Metro and other municipal operators in the installation and maintenance of fare collection equipment at various stations throughout Los Angeles County. The proposed project manager has over 15 years of experience working on similar projects and has been the project manager for Robnett on all UFS related work since the implementation of Metro's UFS system. Furthermore, Robnett has retained the same staff, subcontractors, and vendors who are all familiar with Metro's fare equipment, installation practices, and safety requirements.