

## PROCUREMENT SUMMARY

BUS ENGINEERING AND ACQUISITION, PROGRAM MANAGEMENT AND  
TECHNICAL SUPPORT SERVICES/PS81062000

1.	<b>Contract Number: PS81062000</b>	
2.	<b>Recommended Vendor:</b> WSP USA, Inc.	
3.	<b>Type of Procurement (check one):</b> <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.	<b>Procurement Dates:</b>	
	<b>A. Issued:</b> October 27, 2021	
	<b>B. Advertised/Publicized:</b> October 26, 2021	
	<b>C. Pre-Proposal Conference:</b> November 9, 2021	
	<b>D. Proposals Due:</b> December 21, 2021	
	<b>E. Pre-Qualification Completed:</b> February 16, 2022	
	<b>F. Conflict of Interest Form Submitted to Ethics:</b> December 22, 2021	
	<b>G. Protest Period End Date:</b> April 25, 2022	
5.	<b>Solicitations Picked up/Downloaded:</b> 36	<b>Proposals Received:</b> 2
6.	<b>Contract Administrator:</b> Greg Baker	<b>Telephone Number:</b> (213) 922-7577
7.	<b>Project Manager:</b> Cop Tran	<b>Telephone Number:</b> (213) 922- 3188

**A. Procurement Background**

This Board Action is to approve the award of Contract No. PS81062000 to WSP USA Inc. (WSP), to provide as-needed professional consultant support services that will be utilized for bus engineering and acquisition, program management and technical support services. Board approval of contract award is subject to resolution of all properly submitted protest(s).

On October 27, 2021, Request for Proposals (RFP) No. PS81062 was issued as a competitive procurement in accordance with Metro's Acquisition Policy. The proposed contract type is cost reimbursable. The Diversity and Economic Opportunity Department (DEOD) recommended a 30% Disadvantaged Business Enterprise (DBE) goal.

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

- Amendment No. 1, issued on November 3, 2021, extended the proposal due date, and amended the critical dates;
- Amendment No. 2, issued on December 3, 2021, deleted and replaced the Advanced Memorandum of Cost exhibit to expand the maximum number of personnel per category.

A virtual pre-proposal conference was held on November 9, 2021. Thirty-six firms downloaded the RFP and were included on the planholders' list. Forty questions were received, and Metro provided responses prior to the proposal due date.

Two proposals were received by the due date of December 21, 2021 and are listed below in alphabetical order:

1. Ricardo, Inc.
2. WSP

## **B. Evaluation of Proposals**

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

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

- Qualifications of the Proposer/Team 10 percent
- Project Manager and Key Staff's Qualifications and Experience 50 percent
- Effective Scheduling/Cost Management Plan 10 percent
- Cost Proposal 30 percent

The proposal evaluation criteria are appropriate and consistent with criteria developed for other, similar vehicle consultant services procurements. Several factors were considered when developing these weights, giving the greatest importance to the qualifications of the proposer/team and project manager and key staff's qualifications and experience.

On December 28, 2021, the PET met to review the evaluation criteria package, process confidentiality and conflict of interest forms and take receipt of the two proposals to initiate the evaluation phase. Evaluations were conducted from December 28, 2021 through January 10, 2022.

On January 11, 2022, the PET reconvened and determined that WSP was the highest rated firm.

### **Qualifications Summary of Firms within the Competitive Range:**

#### **WSP**

WSP has provided vehicle engineering and acquisition, program management, and technical support services for multiple high volume transit agencies for more than 20 years. Existing customers include LACMTA, San Bernardino County Transportation

Authority (SBCTA), the Indianapolis Public Transportation Corporation (IndyGo), King County Metro, DART, and MassDOT/MBTA.

**Ricardo, Inc.**

Ricardo, Inc. (Ricardo) was founded over 100 years ago and is based in Belleville, Michigan, with offices and staff worldwide. Ricardo’s experience includes automotive and rail, including zero emission bus (ZEB) projects. Existing clients include Edinburgh Trams, Transport for West Midlands and Brighton & Hove Buses.

The following is a summary of the PET scores:

<b>1</b>	<b>Firm</b>	<b>Average Score</b>	<b>Factor Weight</b>	<b>Weighted Average Score</b>	<b>Rank</b>
<b>2</b>	<b>WSP</b>				
<b>3</b>	Qualifications of the Proposer/Team	78.80	10.00%	7.88	
<b>4</b>	Project Manager and Key Staff’s Qualifications and Experience	79.26	50.00%	39.63	
<b>5</b>	Effective Scheduling/Cost Management Plan	86.30	10.00%	8.63	
<b>6</b>	Cost Proposal	82.63	30.00%	24.79	
<b>7</b>	<b>Total</b>		<b>100.00%</b>	<b>80.93</b>	<b>1</b>
<b>8</b>	<b>Ricardo, Inc.</b>				
<b>9</b>	Qualifications of the Proposer/Team	56.80	10.00%	5.68	
<b>10</b>	Project Manager and Key Staff’s Qualifications and Experience	53.76	50.00%	26.88	
<b>11</b>	Effective Scheduling/Cost Management Plan	68.80	10.00%	6.88	
<b>12</b>	Cost Proposal	100.00	30.00%	30.00	
<b>13</b>	<b>Total</b>		<b>100.00%</b>	<b>69.44</b>	<b>2</b>

**C. Cost/Price Analysis**

The recommended cost reimbursable rates have been determined to be fair and reasonable based upon adequate price competition, cost analysis, technical analysis, and fact-finding. The recommended price is higher than Metro’s independent cost estimate (ICE) by \$262,917 or 2%.

	<b>Proposer Name</b>	<b>Proposal Amount</b>	<b>Metro ICE</b>	<b>Negotiated or NTE amount</b>
1.	WSP	\$13,595,599	\$10,668,000	\$10,930,917
2.	Ricardo	\$11,233,447		

**D. Background on Recommended Contractor**

The recommended firm, WSP, was founded in 1885 and is based in New York, New York, with offices and staff worldwide, including Los Angeles. WSP provides engineering and professional services in the areas of building, transportation, and environment sectors, including zero emission vehicles and transit battery electric bus (BEB) fleets. The firm has completed more than 85 ZEB projects throughout the world, including multiple projects in North America.

WSP's proposed Project Manager has more than 41 years of experience and has led the team that developed Metro's California Air Resources Board (CARB) rollout plan, and, currently, its ZEB Master Plan.

WSP has worked on Metro projects and has performed satisfactorily.