

**REPORT FROM EVALUATION COMMITTEE
REQUEST FOR PROPOSAL FOR
CLOUD BASED TRANSIT PLANNING SOFTWARE - RFP NO. 9551**

COMMITTEE MEMBERS:

JEFF LONG – Senior Regional Planner, Fresno Area Express
BRETT RAWLINGS – Programmer/Analyst III, Fresno Area Express
CRYSTLE STIDHAM – Operations Manager, Fresno Area Express
FRANK VAWTER – Information Services Manager, City of Fresno

FACILITATOR

SANDRA GAMEZ – Senior Procurement Specialist, Department of Finance

BACKGROUND

FAX is responsible for providing transit service in the city of Fresno. FAX relies on outside software-as-a-service for transit route sketch planning; demographic impact analysis of proposed routes in relation to minority populations, total population, poverty, seniors, youth, people with disabilities, and limited-English households; analysis and modification of transit routes and transit route scenarios; Title VI Service Equity Analysis; and mapping for public outreach efforts..

Proposals were solicited for this project on July 2, 2020, and advertised in the Fresno Business Journal. The Request for Proposals was sent to five building exchanges and specifications were distributed to thirty-five potential bidders. The bids were publicly opened on July 28, 2020.

One proposal was submitted according to the Request for Proposal.

SIGNIFICANT EVENTS

July 2, 2020	Bid Release
July 28, 2020	Bid Opening
July 29, 2020	Committee Meeting
July 30, 2020	Committee Evaluations

EVALUATION CRITERIA

FAX's solicitation included the following four evaluation criteria ranked in order of relative importance:

1. Cost - The reasonableness and competitiveness of the total price for services rendered to FAX.
2. Ability to meet stated service requirements.
3. Past Performance and Experience – based on references and experience shown on “Statement of Qualifications and Experience”.
4. Conformance to the terms and conditions of the RFP.
5. Financial Stability based on information provided in the Statement of Qualifications.
6. Other related information.

SINGLE SOURCE DETERMINATION

Only one bid was received for the Cloud Based Transit Planning. We determined that the specifications and other terms and conditions were not restrictive. Other factors than the solicitation may have been responsible for other suppliers not bidding. Competition was adequate and therefore we are awarding as a competitive award, with a price analysis to determine that the price is fair and reasonable.

COMMITTEE NOTES

REMIX – This Company currently provides cloud based transit planning Software as a Service to Fresno Area Express. The consensus was that the vendor is highly qualified in this field and will continue to provide a high level of service to FAX.

SUMMARY RECOMMENDATION

The committee unanimously agreed that REMIX should be awarded this contract as a Single Bid Award