



## DEPARTMENT OF TRANSPORTATION

Fresno Area Express ♦ Fleet ♦ Handy Ride

DATE: November 07, 2018

TO: FILE, FAX CNG MAINTENANCE REPAIR SERVICES

FROM: Rudy Castro, Fresno Area Express Maintenance Manager

SUBJECT: REQUEST FOR PROPOSAL EVALUATION SUMMARY

### **Project Objective:**

The objective of this request for proposal (RFP) is to establish a maintenance contract for Fresno Area Express's Compressed Natural Gas fueling station. The CNG fueling station requires regular on going preventive and corrective maintenance to fuel internal and external CNG equipment.

### **Summary of Procurement:**

Following Fresno Municipal Code Chapter 4 Article 1 and Administrative Order 6-28, the Department of Transportation sent notifications to 6 firms on June 15<sup>th</sup>, 2018. The Department received two (2) proposals on, July 24<sup>th</sup>, 2018, from Trillium and Clean Energy. The cost proposals were received as sealed bids via an electronic submittal. The solicitation was advertised in the Fresno Business Journal.

FAX enlisted four (4) individuals within the Department of Transportation to evaluate the proposals. Each proposal was evaluated based upon the following criteria (in order of importance):


1. Proposed Work Plan
2. Proposed Maintenance/Service Schedules/Critical Parts List
3. Past Performance and Experience
4. Qualifications of Key Personnel
5. Qualifications of Organization
6. Conformance to the term and conditions of the RFP

Clean Energy demonstrated an exceptional understanding of the maintenance and service requirements and included significant experience from key personnel in Compressed Natural Gas station maintenance and station repair and services. All four (4) evaluators identified Clean Energy as the most qualified for the scope of work receiving a score of 330 points out of available points or a score of 83% in response to the solicitation.

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Trillium demonstrated a good understanding of the maintenance and service requirements and also included key personnel with experience in Compressed Natural Gas station maintenance. Trillium received a score of 269 points or a score of 67% in response to the solicitation.

The procurement method utilized is consistent with requirements found within FTA Circular 4220.1F for the procurement of nonprofessional services.

Signature:  \_\_\_\_\_

Title: MAINTENANCE MANAGER

Date: 11/21/18