



## DEPARTMENT OF TRANSPORTATION

Fresno Area Express ♦ Fleet ♦ Handy Ride

DATE: March 28, 2018

TO: FILE, FAX Facility Improvement Project

FROM: Brian Barr, Projects Administrator  
FAX

SUBJECT: REQUEST FOR QUALIFICATIONS PROCUREMENT EVALUATION  
SUMMARY

### **Project Objective:**

The objective of this project is to implement Fresno Area Express's Facility Master Plan which identifies improvements to the bus wash, vault room, parking lot, facility access, solar generation and new infrastructure for electric bus charging.

### **Summary of Procurement:**

Following Fresno Municipal Code Chapter 4 Article 1 and Administrative Order 6-19, California Civil Code 4525 and the Federal Brooks Act, the Department of Transportation sent notifications requesting professional qualifications to fifty-seven (57) consulting firms on January 10, 2018. The Department received one (1) statement of qualifications on February 14, 2018, from Stantec Architectural Inc. A cost proposal was received in a sealed envelope separate from the proposal. The solicitation was advertised in the Fresno Business Journal and online at MassTransitMag.com.

As response to the request for qualifications was limited, FAX contacted six (6) firms which showed interest in submitting qualifications to investigate the reason why they did not formally submit proposals. FAX learned that five (5) of firms did not have resources on hand to address the project requirements and one (1) firm was too busy to complete the qualification documents. Based upon this feedback, FAX can conclude the solicitation duration was adequate, the requirements were not restrictive and industry-wide consulting resources are limited. Therefore, it is reasonable to conclude the single qualification proposal received is adequate and reasonable based upon market conditions.

FAX enlisted three (3) individuals within the Department of Transportation and one (1) individual from the Department of Airports to evaluate the proposals. Each proposal was evaluated based upon the following criteria (in order of importance):

1. Firm experience
2. Key personnel experience

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3. Detailed work plan
4. Contract terms and conditions
5. Past performance and references

Stantec Architectural Inc. demonstrated an exceptional understanding of the project requirements and included significant experience from key personnel in transit maintenance facility design and improvements. All four (4) evaluators identified Stantec Architectural Inc. as the consultant most qualified for the scope of work receiving a score of 226 points out of 260 available points or a score of 87% in response to the solicitation.

The cost proposal from Stantec Architectural Inc. was then opened to allow cost negotiations to commence. The independent cost estimate for this consultant contract is \$835,291. The final negotiated price for the consultant services is \$1,007,990.24 which is 20% above the independent cost estimate. Please see the Summary of Negotiations and Cost Analysis documents for information relating to the negotiation of the Consultant's price.

The procurement method utilized is consistent with requirements found within Federal Brooks Act and California Code of Regulations 4525 for the procurement of professional services.

Signature: Brian BARR

Title: PROJECTS ADMINISTRATOR

Date: 3/28/10