

**Board Report**

File #: 2018-0638, **File Type:** Contract**Agenda Number:** 27.

**OPERATIONS, SAFETY, AND CUSTOMER EXPERIENCE COMMITTEE
NOVEMBER 15, 2018****SUBJECT: Q'POD ASSEMBLY KITS WITH CURB SIDE SEAT****ACTION: AWARD CONTRACT****RECOMMENDATION**

AUTHORIZE the chief Executive Officer to award a two-year, Indefinite Delivery, Indefinite Quantity Contract No. MA53850000 to Gillig LLC, for Kit - Q'Pod Assemblies with Passenger Curb Side Seats. The Contract has a first year amount of \$2,005,420, inclusive of sales tax, and a second year amount of \$2,005,420, inclusive of sales tax, for a total contract value of \$4,010,840, subject to resolution of protest(s), if any.

ISSUE

This procurement is for the acquisition of Q'Pod Wheelchair Securement Kits that include two Q'Pod units and one wall mounted flip seat per bus. The Q'POD's 3-point system and integrated restraints make securing wheelchair passengers quicker and easier than the current wheelchair securement systems. Award of this Contract will ensure that Bus Maintenance has adequate inventory to replace the current wheelchair securement systems with the Q'Pod's 3-point system during the bus midlife refurbishment.

BACKGROUND

The Central Maintenance Shop (CMS) will begin midlife refurbishments on the North American Bus Industries (NABI) 8500 series composite buses in the spring of 2019 and plans to install Q'Pod wheelchair securement kits and the wall mounted flip seat on all of these midlife buses. The Q'Pod wheelchair securement kits will be installed by Metro Mechanics at the CMS during the midlife refurbishment process.

DISCUSSION

The Q'Pod wheelchair securement 3-point technology provides one of the fastest ways to secure a wheelchair passenger. In addition, the Q'Pod's integrated stabilizing bumper acts as a 4th contact point, improving lateral stability and greatly reducing wheelchair tip-overs. All Q'Pod lap, shoulder, and self-tensioning rear belts are fully enclosed when not in use and located in easy-to-reach locations. The lap, shoulder, and rear belts are also precisely positioned for the proper wheelchair securement angles.

The contract to be awarded is a “requirements type” agreement in which we commit to order only from the awardee, up to the specified quantity for a specific duration of time, but there is no obligation or commitment for us to order any or all of the Q’Pod wheelchair securement kits that may be anticipated. The bid quantities are estimates only, with deliveries to be ordered and released as required. The Diversity and Economic Opportunity Department (DEOD) recommended a two percent (2%) DBE goal for this solicitation. The purchased Q’Pod wheelchair securement kits are installed by Metro Mechanics.

The Q’Pod wheelchair securement kits will be purchased and maintained in inventory and managed by Material Management. As the Q’Pod wheelchair securement kits are issued, the appropriate budget project numbers and accounts will be charged.

DETERMINATION OF SAFETY IMPACT

Award of contract will ensure that the Central Maintenance Facility will have an adequate inventory of the Q’Pod wheelchair securement kits to replace the current wheelchair securement systems with the Q’Pod’s 3-point system during the bus midlife refurbishment.

FINANCIAL IMPACT

The FY19 annual budget for the Q’Pod Wheelchair Securement Kit project is \$746,300 with \$253,948 for materials and \$492,352 in Labor under Cost Center 3366 in Central Maintenance, Account 50441, Parts - Revenue Vehicle and Project 203039 ADA Equipment Installation. The approved LOP is \$2,728,000. Additional expenditures related to the Q’Pod assembly kits with curb side seat contract award will be charged to project 203024 - Bus Midlife.

Since this is a multi-year contract, the cost center manager will be responsible for budgeting all forecasted project expenditures in future fiscal years.

Impact to Budget

The current source of funds for this action are Transportation Development Act (TDA). Use of this funding source maximizes allowable project funding allocations given established provisions and guidelines.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The procurement of Q’Pod wheelchair securement kits supports Strategic Goal 1: Provide high-quality mobility options that enable people to spend less time traveling. The new Q’Pod wheelchair securement kits will allow wheelchair patrons to be secured more quickly, improve the reliability of the securement system, and ensure that our customers are able to arrive at their destinations without interruption and in accordance with the scheduled service intervals for Metro bus operations.

ALTERNATIVES CONSIDERED

The alternative is to not award the Contract and procure the Q’Pod wheelchair securement kits on the open market on an as-needed basis. This approach is not recommended since it does not

provide a commitment from the supplier to ensure availability and price stability.

NEXT STEPS

Metro's requirements for the Q'Pod wheelchair securement kits will be fulfilled under the provisions of the Contract.

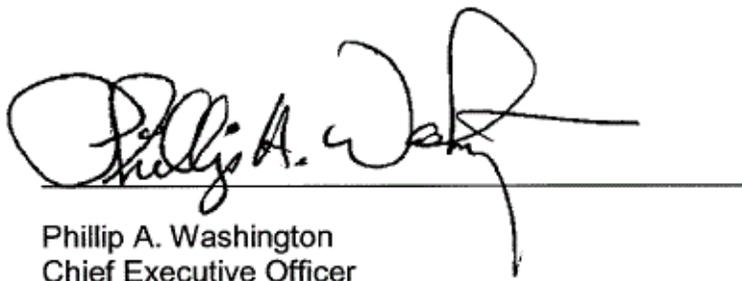
ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

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Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

Q'POD ASSEMBLY KITS WITH CURB SIDE SEAT/MA53850000

1.	Contract Number: MA53850000	
2.	Recommended Vendor: Gillig, LLC, 25972 Eden Landing Road, Hayward, Ca 94545	
3.	Type of Procurement (check one): <input checked="" type="checkbox"/> IFB <input 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: 7-17-18	
	B. Advertised/Publicized: 7-27-18	
	C. Pre-proposal/Pre-Bid Conference: 7-31-18	
	D. Proposals/Bids Due: 8-31-18	
	E. Pre-Qualification Completed:	
	F. Conflict of Interest Form Submitted to Ethics: 9-13-18	
	G. Protest Period End Date: : 11-23-18	
5.	Solicitations Picked up/Downloaded: 6	Bids/Proposals Received: 2
6.	Contract Administrator: Juelene Close	Telephone Number: 213/922-1066
7.	Project Manager: James Pachan	Telephone Number: 213/922-5804

A. Procurement Background

This Board Action is to approve Contract No. MA53850000 issued for the procurement of Q'Pod Assembly Kits. Board approval of contract awards are subject to resolution of any properly submitted protest.

IFB No. MA53850 was issued in accordance with Metro's Acquisition Policy and the contract type is Indefinite Delivery, Indefinite Quantity (IDIQ).

One amendment was issued during the solicitation phase of this IFB:

- Amendment No. 1, issued on August 16, 2018, provided clarifications to the solicitation.

A total of two bids were received on August 31, 2018.

B. Evaluation of Bids

This procurement was conducted in accordance, and complies with Metro's Acquisition Policy for a competitive sealed bid. The two bids are listed below in alphabetical order:

1. Gillig, LLC

2. The Aftermarket Parts Company LLC (New Flyer Parts)

The above bidders were determined to be responsive and responsible, and in full compliance with the requirements of the IFB.

C. Price Analysis

The recommended bid price from Gillig LLC has been determined to be fair and reasonable based upon adequate price competition and selection of the lowest responsive and responsible bidder.

Low Bidder Name	Bid Amount	Metro ICE
Gillig, LLC	\$4,010,840	\$3,384,520
The Aftermarket parts Company LLC (New Flyer Parts)	\$5,857,812	

D. Background on Recommended Contractor

The recommended firm, Gillig, LLC, is located in Livermore, California and has been in business since 1890. Gillig has provided similar products for other public agencies including the Los Angeles International Airport (LAX), Dallas/Fort Worth International Airport (DFW), and Long Beach Transit. Gillig has provided satisfactory services and products to Metro on previous purchases.

DEOD SUMMARY

Q'POD ASSEMBLY KITS WITH CURB SIDE SEAT/MA53850000

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) established a 2% Disadvantaged Business Enterprise (DBE) goal for this solicitation. Gillig LLC exceeded the goal by making a 5.60% DBE commitment.

Small Business Goal	2% DBE	Small Business Commitment	5.60% DBE
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	DBE Subcontractors	Ethnicity	% Committed
1.	Say Cargo Express	Hispanic American	5.60%
Total Commitment			5.60%

B. Living/Prevailing Wage and Service Contract Worker Retention Policy Applicability

The Living Wage and Service Contract Worker Retention Policy is not applicable to this contract/ modification.

C. Prevailing Wage Applicability

Prevailing Wage is not applicable to this project.

D. Project Labor Agreement/Construction Careers Policy

Project Labor Agreement/Construction Careers Policy is not applicable to this Contract. Project Labor Agreement/Construction Careers Policy is applicable only to construction contracts that have a construction contract value in excess of \$2.5 million.

Bus Q' Pods

Q' Pods



Q' Pods

