




Item #9

**DATE** July 11, 2018  
**TO** GCTD Board of Directors  
**FROM** Tanya Hawk, Buyer   
**SUBJECT** Consider Authorizing Award of Contract to Complete Coach Works for Installation of Cummins L9N Engines

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## I. EXECUTIVE SUMMARY

A Request for Proposal (RFP) was issued on May 30, 2018 to locate a qualified vendor to contract with GCTD for a one-year contract to install the district-purchased Cummins L9N Engines. The contract will provide the labor and parts to install a new Cummins L9N low emission engine up to twenty-six (26) New Flyer buses. Pricing is firm fixed for the one-year period.

GCTD currently has grant funding to begin with the labor and parts for the engine installation for fourteen (14) of the twenty-six (26) New Flyers buses within our fleet. The remaining twelve (12) buses will be installed if and when additional funding becomes available.

GCTD received one (1) proposal and one (1) no bid response to our RFP. The one proposal was submitted by Complete Coach Works (CCW) and was determined to be responsive.

Complete Coach Works has proposed a cost of \$74,469.61 (inc. tax) per engine install for a total cost of \$1,042,574.54 for the initial fourteen (14) L9N engines. Complete Coach Work's price is considered fair and reasonable based on comparison to the Independent Cost Estimate (ICE) provided by the Fleet and Facilities Department prior to commencement of the procurement process, in addition, market research was conducted. A responsibility determination was also conducted, which determined that Complete Coach Works is a responsive and responsible firm capable of meeting GCTD's requirements.

**IT IS RECOMMENDED the Board of Directors authorize award of a contract to Complete Coach Works for installation of fourteen (14) L9N engines in the amount of \$74,469.61 per engine for a total cost of \$1,042,574.54 and up to an additional \$893,635.32 for the additional twelve (12) future engine installations at a same per engine cost for a grand total of \$1,936,209.80 for all twenty-six (26) engine installations. Additionally, staff requests authorization for an additional 10% for each engine installation to cover any unforeseen changes or adjustments which may occur during course of this contract.**

## **II. BACKGROUND**

GCTD's Fixed Route fleet currently has twenty-six (26) Compressed Natural Gas (CNG) 2006 New Flyer buses that qualify for GCTD's Low Emission Repower Project. The Cummins L9N "Near Zero" emission engines with exhaust catalyst was selected for this project after extensive research by Fleet and Facilities staff. On June 6, 2018, the Board of Directors approved the sole source purchase of up to twenty-six (26) Cummins L9N as part of our agency's "Low Emission Repower Project".

This RFP was issued to locate a qualified vendor to install these engines. GCTD plans to initially install fourteen (14) of the L9N engines but may install up to twenty-six (26) once funding becomes available.

A competitive bid process for installation of the Cummins L9N began with the issuance of Request for Proposal (RFP) 18-07 on May 30, 2018. Due to the nature of this project, it is imperative that the vendor selected has extensive experience in installing this type of engine. The reliability and safety of our fleet depends on such experience. During staff's research in developing the RFP, it was determined that there were two (2) vendors that have the level of experience to do the installation of these engines, Cummins and Complete Coach Works. However, another vendor came forward, ABC, requesting to receive the bid. The RFP was sent to all three vendors.

The RFP required each vendor to submit general background, experience and technical expertise, key personnel, organizational experience performing these types of installation, list of recent engines installations, specifically installation of new engines, milestones and references. The following criteria were used to evaluate each proposal submitted:

- Qualifications of Firm
  - Strength of references
  - Number of years in business
  - Recent experience with public transit agencies
  - Recent experience with similar projects
  - Subcontractors; assessment by client references
  - Qualifications of project staff, particularly key personnel and especially project Manager.
- Ability to Meet GCTD Project Requirements

- Ability to meet GCTD project schedule and delivery time.
- Understanding of specifications and ability to meet requirements
- Cost
  - Competitive and reasonable

Compete Coach Works (CCW) was the only vendor to submit a proposal. Cummins submitted a written “no-bid” response. Staff evaluated CCW’s submission and it was determined it to be a responsive bid. The other two vendors were contacted to find out why they did not bid. Some reasons given were scheduling conflicts and inhouse technical inabilities to perform all requirements. As these reasons were beyond our control and not related to specifications being too restrictive, staff concluded that although GCTD received one single bid the procurement is still a competitive one.

On June 20, 2018, following proposal review, staff requested a Best and Final Offer from Complete Coach Works. CCW confirmed their initial offer was their best and final and staff determined this to be a reasonable response.

A price analysis was conducted on the pricing received from CCW. Staff compared the proposed pricing with the Independent Cost Estimate (I.C.E.), which was submitted by the Fleet and Facilities Department at the beginning of the procurement process. F&F staff conducted extensive market research on all the major components that were needed for the installation to develop their I.C.E. on the installation. This research included using published price list from various vendors, contacting industry counterparts and obtaining pricing from similar installation at other transit agencies or entities. CCW submitted pricing that was 0.7 % less than the I.C.E. In addition, staff research found that CCW’s labor rate and material costs were in line with current industry standard for this type of work. Based on this analysis, CCW’s proposed price of \$74,469.61 per engine installation is considered fair and reasonable based on these factors.

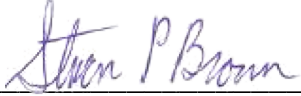
A responsibility determination was conducted on Complete Coach Works. Staff confirmed that CCW was not listed in the System for Award Management (SAM) nor were there any complaints filed with the Better Business Bureau (BBB). References provided by CCW were contacted and there were no negative comments. As a result, Complete Coach Works was determined to be a responsive, responsible contractor capable of meeting the requirements.

### **III. SUMMARY & RECOMMENDED ACTION**

**IT IS RECOMMENDED the Board of Directors authorize award of a contract to Complete Coach Works for installation of fourteen (14) L9N engines in the amount of \$74,469.61 per engine for a total cost of \$1,042,574.54 and up to an additional \$893,635.32 for the additional twelve (12) future engine installations at a same per engine cost for a grand total of \$1,936,209.80 for all twenty-six (26) engine installations. Additionally, staff requests authorization for an additional**

**10% for each engine installation to cover any unforeseen changes or adjustments which may occur during course of this contract.**

Concurrence

A handwritten signature in blue ink that reads "Steven P. Brown". The signature is written in a cursive style and is positioned above a horizontal line.

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Steven P. Brown  
General Manager