

EVALUATION CRITERIA

Evaluation Criteria for Contractor Proposal

Proposals will be evaluated based on the following key criteria. Each criterion will be scored, and the proposal with the highest overall score will be considered for award. Metro reserves the right to award the contract to the proposal that offers the best value, not necessarily the lowest bid.

1. Technical Approach and Understanding of Scope (20%)

- **Clear Understanding of Project Scope:** Does the contractor demonstrate a thorough understanding of the project's technical requirements, including the SCADA PLC/RTU and EMP upgrades?
- **Approach to System Design and Integration:** How well does the contractor describe their approach to upgrading the PLC/RTUs and EMPs, including design, integration, and testing? Are there innovative or efficient methodologies proposed?
- **Compliance with Regulatory Requirements:** Does the proposal clearly outline how the contractor will ensure compliance with state and local regulations, as well as Metro's own standards and safety protocols?
- **Risk Management and Contingency Planning:** Is there a clear plan to address potential risks and contingencies (e.g., delays, technical issues, unforeseen conditions)?

2. Project Plan, Schedule, and Milestones (10%)

- **Detailed Project Timeline:** Does the contractor provide a well-structured project schedule with clearly defined milestones and deliverables? Are all stages of the project covered, from design to testing to final acceptance?
- **Realistic Timeframes:** Are the proposed timeframes for each milestone and deliverable realistic and in line with the project's goals and expectations?
- **Cutover and Transition Planning:** How comprehensive is the contractor's cutover plan to ensure minimal disruption to revenue operations?

3. Experience, Credentials, and Past Performance (35%)

- **Provide resumes and credentials (certifications) of all key staff that will be involved.**
- **Provide customer references on past projects that involve similar work**
- **Relevant Experience:** Does the contractor have experience with similar SCADA RTU and EMP upgrade projects, particularly in rail or transportation sectors? Are past projects of a similar scale and complexity?
- **Qualifications of Key Personnel:** Are the proposed personnel (e.g., engineers, project managers, safety officers) qualified and experienced? Have key team members worked on similar projects before?
- **Credentials:** Does the contractor and proposed personnel have all the required credentials listed in the SOW?

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- **Past Performance on Similar Contracts:** What is the contractor's track record on previous contracts, specifically in terms of on-time delivery, quality of work, and adherence to budget? Are there references or case studies included?

4. Quality Control and Testing Plans (10%)

- **Quality Assurance/Control Plans:** Does the contractor provide a robust quality control plan, outlining how they will ensure system reliability, maintainability, and compliance with specifications?
- **Testing Procedures and Documentation:** Are the Factory Acceptance Test (FAT), Local Field Acceptance Test (LFAT), and System Integration Test (SIT) procedures clearly defined? Does the contractor's approach demonstrate a thorough understanding of the testing requirements?
- **Software and Documentation Deliverables:** Does the contractor outline a clear process for software development and documentation? Are their plans for software porting, configuration, and site-specific programming adequate?

5. Cost Proposal (15%)

- **Cost Competitiveness:** Is the proposed cost competitive and realistic for the scope of work outlined? Does the proposal offer good value for money, considering the technical requirements and deliverables?
- **Budget Breakdown:** Does the proposal provide a detailed cost breakdown for each component, including materials, labor, testing, and training?
- **Long-term Support Costs:** Are the costs for ongoing support, maintenance, and warranties clearly defined and reasonable?

6. Safety and Compliance (5%)

- **Safety Plan and Procedures:** How well does the contractor address safety requirements, including Metro's mandatory rail safety training, lockout/tagout procedures, and compliance with APTA Rail Standards?
- **Safety Record:** Does the contractor have a strong safety record on similar projects? Are there any safety certifications or recognition noted in the proposal?

7. Training and Support (5%)

- **Training Plan:** Does the contractor provide a comprehensive training plan for Metro staff, covering system operation, maintenance, and troubleshooting? Are training materials adequate and well-organized?
 - **Support During Installation and Testing:** Will the contractor provide sufficient engineering hardware and software support during installation and testing phases?
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Evaluation Weight Summary:

- **Technical Approach and Understanding of Scope:** 20%
- **Project Plan, Schedule, and Milestones:** 10%
- **Experience and Past Performance:** 35%
- **Quality Control and Testing Plans:** 10%
- **Cost Proposal:** 15%
- **Safety and Compliance:** 5%
- **Training and Support:** 5%