

Review of Proposals
RFP 9-0987 Disadvantaged Business Enterprise (DBE) Consulting Services
 Presented to Finance and Administration Committee - May 22, 2019
7 proposals were received, 2 firms were interviewed, 1 firm is being recommended.

Overall Ranking	Proposal Score	Firm & Location	Sub-Contractors	Evaluation Committee Comments	Average Weighted Hourly Rates
1	84	Padilla & Associates, Inc. Santa Ana, California	None	Highest-ranked firm overall. Experienced project team. 25 years of experience in the DBE industry. Currently provides similar DBE program services for California High-Speed Rail Authority, Los Angeles County Metropolitan Transportation Authority's Crenshaw/LAX project, and OCTA's DBE Program. Proposed project manager has 17 years of experience managing DBE programs for public transportation agencies. Proposed customizable web-based monitoring and compliance tool in efforts to streamline processes and provide a cost savings in labor hours to OCTA. Quality control procedure identified only management-level oversight. Positive references.	\$ 101.99
2	74	GCAP Services, Inc. Costa Mesa, California	None	Proposed lower hourly rates for specific job functions. Second-ranked firm. 22 years of experience in the DBE industry. Currently provides similar DBE Program services for San Diego Association of Governments and San Bernardino County Transportation Authority. Proposed project manager has 35 years of experience in the fields of DBE certification, contract compliance, and community outreach. Proposed project manager has less than one year tenure with GCAP. Proposed web-based monitoring and compliance tool in efforts to streamline processes and provide a cost savings in labor hours to OCTA. Not all proposed key personnel were present for the interview. Quality control procedure identified management and staff oversight. Positive references.	\$ 125.08

Evaluation Panel:

Internal:

- Contracts Administration and Materials Management (2)
- External Affairs (2)
- Capital Programs (1)

Proposal Criteria

- Qualifications of the Firm
- Staffing and Project Organization
- Work Plan
- Cost and Price

Weight Factors

- 25%
- 30%
- 25%
- 20%