

Review of Proposals

RFP 8-1853 Real Property Management Services

Presented to Finance and Administration Committee - February 13, 2019

5 proposals were received, 2 firms were interviewed, 1 firm is being recommended

Overall Ranking	Overall Score	Firm and Location	Subcontractors	Evaluation Committee Comments	Weighted Average Hourly
1	84	Cal Pacific Land Services, Inc. Garden Grove, California	Kiley Company	Experience in real property management services including: tracking and reporting tenant revenue, Consumer Price Index (CPI) adjustments, tenant correspondence, preparing various status reports, tracking insurance requirements, and right-of-way (ROW) maintenance and inspection. Proposed project manager has 45 years of property management experience. Proposed in-house ROW agent has experience working in the same capacity. Proposed project team have demonstrated experience working together on projects of similar size and scope. Demonstrated an understanding of the tasks required, as well as the various tenants along the Pacific Electric ROW and Orange and Olive subdivision railroad. Demonstrated a thorough understanding of determining fair market value and CPI adjustments. Presented an in-depth technical approach and provided detailed responses to questions during the interview.	\$92.49
2	79	Epic Land Solutions, Inc. Anaheim, California		Experience in real property management services including: leases and licenses, insurance compliance, mapping, database management, site maintenance, and utility agreements. Proposed project manager has 11 years of property management experience. Proposed in-house ROW agent has three years of property management experience. Demonstrated an understanding of the tasks required and addressed all aspects of the scope of work. Presented technical approach to completing the project.	\$90.69

Evaluation Panel: Five Members

Internal:

Contracts Administration and Materials Management (1)

Real Property (2)

Metrolink Expansion (1)

Rail Operations (1)

Evaluation Criteria

Qualifications of the Firm

Staffing and Project Organization

Work Plan

Cost and Price

Weight Factors

20 percent

30 percent

30 percent

20 percent