



September 9, 2021

To: Transit Committee

From: Darrell E. Johnson, Chief Executive Officer

Subject: Agreement for Compressed Natural Gas Fueling Facility Operation and Maintenance

Overview

On May 10, 2021, the Board of Directors approved the release of a request for proposals for the operation and maintenance of compressed natural gas fueling facilities located at the Anaheim, Garden Grove, and Santa Ana bases. Proposals were received in accordance with the Orange County Transportation Authority procurement procedures for professional and technical services. Staff is requesting Board of Directors' approval to award an agreement for these services.

Recommendations

- A. Approve the selection of Trillium USA Company, LLC, doing business as Trillium, as the firm to provide compressed natural gas fueling facility operation and maintenance.
- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-1-3317 between the Orange County Transportation Authority and Trillium USA Company, LLC, doing business as Trillium, in the amount of \$1,845,540, to provide compressed natural gas fueling facility operation and maintenance for a three-year initial term beginning December 1, 2021, with two, one-year option terms.

Discussion

The Orange County Transportation Authority (OCTA) currently operates a fleet of 484 compressed natural gas (CNG)-powered buses in fixed-route service. In order to meet the daily fueling demand of these buses, each fixed-route base is equipped with a CNG fueling station. Natural gas is provided to OCTA's four fixed-route bases by Southern California Gas Company, where it is then

compressed and dispensed into high pressure tanks on board CNG buses. The CNG compression and dispensing equipment operation and maintenance (O&M) is provided under contract at each fixed-route base. OCTA is responsible for providing the natural gas, electrical power, and personnel (direct and contracted) for dispensing fuel into the buses. The fixed-route bases at the Anaheim, Garden Grove, and Santa Ana bases are contracted under one agreement, and the base at the Irvine Sand Canyon is contracted under a separate agreement. The procurement discussed herein is for the O&M of the CNG equipment at the Anaheim, Garden Grove, and Santa Ana fixed-route bases.

The scope of work for the O&M agreement requires the firm to furnish qualified personnel, parts, and materials sufficient to operate and maintain the CNG fueling stations in accordance with all federal, state, and local regulatory agencies, while providing capabilities to fuel the OCTA fleet per established specifications.

Procurement Approach

This procurement was handled in accordance with OCTA's Board of Directors (Board)-approved procedures for professional and technical services. In addition to cost, other factors are considered in an award for professional and technical services. Award is recommended to the firm offering the most comprehensive overall proposal considering such factors as qualifications, prior experience with similar projects, staffing and project organization, work plan, as well as cost and price.

On May 10, 2021, the Board approved the evaluation criteria and weightings and authorized the release of Request for Proposals (RFP) 1-3317 to select a firm to provide CNG fueling facility O&M services. The RFP was issued electronically on CAMM NET. The project was advertised in a newspaper of general circulation on May 12 and May 17, 2021. A pre-proposal conference was held on May 18, 2021, with six attendees representing two firms. A job walk was held on June 3, 2021, with five attendees representing two firms. Three addenda were issued to provide a copy of the pre-proposal and job walk sign-in sheets and respond to questions related to the RFP.

On June 28, 2021, two proposals were received. Both firms were responsive with the three percent Disadvantaged Business Enterprise goal. An evaluation committee consisting of OCTA staff from Contracts Administration and Materials Management, Maintenance, Capital Programs, as well as Health Safety and Environmental Compliance departments met to review the submitted proposals.

The proposals were evaluated based on the following Board-approved evaluation criteria and weights:

- | | |
|-------------------------------------|------------|
| • Qualifications of the Firm | 30 percent |
| • Staffing and Project Organization | 15 percent |
| • Work Plan | 25 percent |
| • Cost and Price | 30 percent |

Several factors were considered in developing the criteria weights. A higher level of importance was assigned to the qualifications of the firm to emphasize the importance of the proposing firms' related experience in CNG fueling facility O&M services, with a proven history in successfully providing similar services. Staffing and project organization was assigned a 15 percent weighting to ensure the proposed staff is knowledgeable and experienced in preventative maintenance and other requested services. The work plan was weighted at 25 percent to ensure the proposing firms demonstrated understanding and approach to accomplish the work specified in the scope of work. Cost and price, weighted at 30 percent, was also a critical requirement for firms to demonstrate competitive pricing to carry out the required turn-key services.

On July 8, 2021, the evaluation committee reviewed both proposals based on the evaluation criteria. The firms are listed below in alphabetical order:

Firm and Location

Clean Energy (CE)
Newport Beach, California

Trillium USA Company, LLC,
doing business as Trillium (Trillium)
Houston, Texas

On July 15, 2021, the evaluation committee interviewed the firms to assess their project understanding and approach to the scope of work. Each firm had an opportunity to present its qualifications, approach for accomplishing the requested services, and respond to evaluation committee questions. The evaluation committee asked specific clarifying questions related to each firm's proposal, including emergency response times and the logistics of responding to a widespread outage among all three fixed-route bases.

After considering information obtained through interviews, the evaluation committee made adjustments to preliminary scores. However, the ranking of the firms remained unchanged.

Based on the evaluation of written proposals, information obtained from interviews, as well as cost and price, it is recommended that Trillium be selected to provide CNG fueling facility O&M services at the Anaheim, Garden Grove, and Santa Ana bases.

Qualifications of the Firm

Both firms are established companies with experience in providing CNG fueling facility O&M services.

Trillium was founded in 1994 and is headquartered in Houston, Texas. The firm has been providing relevant O&M services for more than 27 years. Trillium has experience in fueling station operation, design and construction, as well as O&M services. Trillium designed and built OCTA's Anaheim, Garden Grove, and Santa Ana CNG fueling facilities and is currently maintaining the three stations. Some of Trillium's transit customers include Pennsylvania Department of Transportation, Riverside Transit Agency, North County Transit District, and Visalia Transit.

CE was founded in 1996 and is headquartered in Newport Beach, California. CE has experience in fueling station O&M, station design, engineering and construction, performing facility modifications, as well as supplying renewable fuel to customers. CE maintains and operates fueling facilities for transit properties across the nation including Los Angeles County Metropolitan Transportation Authority, Foothill Transit, Nassau Inter-County ExpressBus, and Washington Metropolitan Area Transportation Authority. CE is also the current contractor providing O&M services to OCTA's CNG fueling facility at the Irvine Sand Canyon base. During the interview, CE demonstrated experience with OCTA's CNG equipment, preventative maintenance requirements and both scheduled and unscheduled maintenance repair services.

Both firms received favorable references from customers where CE and Trillium have operated and maintained the facilities for more than ten years.

Staffing and Project Organization

Both CE and Trillium proposed experienced project teams with relevant experience in CNG fueling facility O&M services.

The team proposed by Trillium is highly experienced in the O&M of CNG facilities, including eight local mechanics that will be the primary response team for the three OCTA facilities, with six additional mechanics providing support, as needed. Trillium's project manager has over 21 years of experience building and operating fueling stations. Trillium proposed the same project team that is currently providing CNG facility O&M services at OCTA's Anaheim, Garden Grove and Santa Ana facilities. Trillium's project team provided detailed and complete responses to all questions asked during the interview.

CE proposed a team that has extensive experience in the O&M of CNG facilities. The project manager has over 23 years of management experience with O&M. In addition, there would be two technicians who would be dedicated to OCTA's facilities, with additional support from the rest of the technician team. Both proposed technicians are currently the on-call technicians servicing OCTA's Irvine Sand Canyon base. During the interview, CE's project team demonstrated knowledge in successfully providing CNG fueling facility O&M services to various transit agencies, including OCTA. In addition, the CE team demonstrated a high level of commitment to the success of this project and presented detailed responses to each question from the evaluation committee.

Work Plan

Trillium's work plan demonstrated a thorough approach to carry out and maintain high-level service standards at each facility. The work plan demonstrates an understanding of OCTA's requirements, including routine and scheduled maintenance, remote monitoring and support 24 hours per day, seven days per week, comprehensive station reporting, and parts availability on mechanics' vehicles who service the facilities. Trillium's remote monitoring and support team have the ability to access each facility remotely to assess the situation and dispatch a mechanic, if needed. Trillium also provides a website customized to OCTA's facilities, where OCTA can monitor how many vehicles have been fueled, the duration of fills, how many skids are running, and if there have been any alarms at the station. During the interview, Trillium was asked how the firm will respond in the event of a widespread outage covering multiple facilities. Trillium responded that all available staff is pulled in and one person would be placed at each facility to ensure bus rollout. The dedicated person would remain at the station even after bus pullout to ensure the station is back in normal operation. In a major emergency situation, technicians from other parts of the country would be pulled in as well.

CE demonstrated an understanding of the requested services specified in the RFP. CE's work plan outlines a station takeover plan to be implemented upon award, to assess facility operations, purchase spare parts, and ensure no lapse

in fueling or service. The work plan also presents an approach and understanding of OCTA's requirements, including proactive and scheduled maintenance, emergency maintenance and response, remote station monitoring, reporting and safety training of personnel, and local parts availability. CE's remote station monitoring center oversees real-time station status and performance 24 hours per day, seven days per week, and can detect any faults or alarms that may occur. The monitoring center has the ability to reset alarms quickly and dispatch technicians as necessary. CE also has weekly and monthly checklists to track maintenance as well as an online customer portal, where reports and invoices can be downloaded, and currently scheduled and completed maintenance can be viewed. During the interview, CE was asked how the firm will respond in the event of a widespread outage covering multiple facilities. CE responded that OCTA's generators and possibly portable generators would be utilized and there would be no issue with staff availability, as there are technicians around Orange and Los Angeles counties that can respond.

Cost and Price

Firms were asked to provide firm-fixed per therm cost based on various throughput ranges. The proposed per therm rate was scored based on using 200,000 therms per month, which is the actual monthly per station throughput average over the past two years. Pricing scores were based on a formula which assigned the higher score to the lower total pricing and scored the other proposal's total pricing based on the relation to the lower total pricing. While both firms demonstrated a thorough understanding of the project, Trillium proposed the lower per therm rates resulting in the lower total pricing.

Firm	Initial Term Cost Per Therm Year One	Initial Term Cost Per Therm Year Two	Initial Term Cost Per Therm Year Three	Option Year One Cost Per Therm	Option Year Two Cost Per Therm
Trillium	\$0.083	\$0.083	\$0.083	\$0.083	\$0.083
CE	\$0.102	\$0.105	\$0.107	\$0.110	\$0.113

Based on forecasting using factors such as service levels in OCTA's Comprehensive Business Plan, the average per base therm usage in fiscal years 2019 and 2020, as well as the proposed cost per therm pricing, OCTA is requesting \$1,845,540 to cover the anticipated costs for the initial term of the agreement.

Procurement Summary

Based on the evaluation of written proposals, the firms' qualifications, information obtained from the interviews, as well as cost and price, the evaluation committee recommends contract award to Trillium. The firm demonstrated a thorough understanding of OCTA's requirements for CNG fueling facility O&M and submitted a comprehensive proposal that is responsive to all requirements of the RFP.

Fiscal Impact

Funds for these services are included in OCTA's Fiscal Year 2021-22 Budget, Operations Division/Maintenance Department, accounts 2166-7611-D3103-F59 and 2166-7611-D3107-F59, which are partially funded with Federal Transit Administration Formula 5337, State of Good Repair Grants Program.

Summary

Based on the information provided, staff recommends the Board of Directors authorize the Chief Executive Officer to negotiate and execute Agreement No. C-1-3317 with Trillium USA Company, LLC, doing business as Trillium, in the amount of \$1,845,540, to provide CNG fueling facility operation and maintenance, for a three-year initial term beginning December 1, 2021, with two, one-year option terms.

Attachments

- A. Review of Proposals RFP 1-3317, Compressed Natural Gas Fueling Facility Operations and Maintenance
- B. Proposal Evaluation Criteria Matrix, RFP 1-3317 Compressed Natural Gas Fueling Facility Operations and Maintenance
- C. Contract History for the Past Two Years, RFP 1-3317 Compressed Natural Gas Fueling Facility Operations and Maintenance

Prepared by:

Approved by:



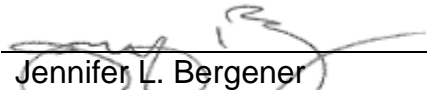
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