Doing Business With AC Transit

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Contracts@ACTransit.org

Brooklyn Moore-Green, Contracts Compliance
Contractscompliance@ACTransit.org

12/16/21
Agenda

1. About AC Transit
2. How to Do Business with ACT
3. Success Strategies
4. Upcoming Projects
5. DBE/SBE Program
6. Q/A
About AC Transit

- One of the largest public bus system in CA
- Serving 13 cities Alameda and Contra Costa counties
- Leader in ZEB fleet and infrastructure
- 158 Bus lines
- 175,000 daily rides per week
Solicitations and Registration
INFORMATION NEEDED TO REGISTER

- **BUSINESS INFORMATION** (NAME, ADDRESS, PHONE)
- **TAX IDENTIFICATION NUMBER IS MANDATORY TO DETECT DUPLICATES**
- **CONTACT INFORMATION** (NAME, TITLE, EMAIL ADDRESS, PHONE)
- **BUSINESS WEBSITE**
- **NAICS CODES FOR SERVICES/PRODUCTS OFFERED**
- **CONTRACTOR LICENSE # (IF APPLICABLE)**
- **DEPARTMENT OF INDUSTRIAL RELATIONS REGISTRATION # (IF APPLICABLE)**
Our Standard Forms

- Subcontractor Supplier Report (Subs, Gross Receipts, $ of trade)
- References
- Lobbying Declaration
- Non-Collusion
Contracts Compliance at AC Transit
Goals, Diversity Programs, Certification

- SBE/SLBE
  - New, Ten Percent (10%) Small Business Contract Goal
  - New, Ten Percent (10%) Local Business Contract Goal
  - Set Asides
  - Bid Preference Points
  - Based on NAICS and availability

- DBE
  - Agency Goal – 10%
  - No contract specific goals (Western States Paving Co. case)
  - No geographic based criteria

- Certifications
  - AC Transit isn’t a certifying agency
  - Regional partners’ certifications accepted
  - Accept DGS, CUCP
What does AC Transit Buy?

Goods
- Office Supplies
- IT Equipment
- Signage
- Electronic Equipment
- PPE
- Software
- Industrial Goods
- Raw Materials
- Etc

Services
- Janitorial Services
- Temporary Staffing Services
- Architecture & Engineering
- Construction Services
- Project Management Services
- IT Services
- Financial & Risk Management
- Marketing & Advertising Services
- Security Services
- Etc.
Success Strategies

- Register!
- Attend the Pre-Proposal or Pre-Bid Meetings
- Know the SBE goal for the RFQuote, RFP, IFB, RFQ
- Don’t be afraid to ask questions during the Q & A period.
- View past solicitation information
- Request debrief meetings
- Proof-read Proposals and Bids!
- Keep the proposal to just the scope of the solicitation. Minimum reqs + no extra costs
- Be sure all required information is included!
## Upcoming Projects

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<td>D4-Chiller/Boiler Repl Trans Bldg</td>
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<td>D3 Bush Wash Rehab</td>
<td>Planning</td>
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<tr>
<td>Lift &amp; Hoist Replacement</td>
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<td>Facilities Assessment (D6 Garage)</td>
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<tr>
<td>D2 Elevator Jack Replacement</td>
<td>Planning</td>
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<tr>
<td>9th Floor Buildout</td>
<td>Planning</td>
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Thank you,
Questions (Please state your Name and company)?
Meet the Buyers 2021

December 16, 2021
Agenda

1. Introduction

2. Alameda CTC
   Procurement Process
   Overview

3. Upcoming Projects
   Discussion

4. Questions and Answers
Procurement and Contracting Staff:

Patrick Melgar (pmelgar@alamedactc.org)

Alastair Powell (apowell@alamedactc.org)

Please follow the link below to learn more about our contracting opportunities:
https://www.alamedactc.org/get-involved/contracting-opportunities/
Alameda CTC Overview

- The mission of the Alameda County Transportation Commission is to plan, fund and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County.

- Alameda CTC coordinates countywide transportation planning efforts; programs local, regional, state and federal funding; and delivers projects and programs including those approved by voters in Alameda County transportation expenditure plans for Measure B, Measure BB and the Vehicle Registration Fee.
Alameda CTC Overview

• Agency is governed by a 22-member Commission:
  ➢ Five Alameda County Supervisors
  ➢ Two Oakland City Council representatives
  ➢ One representative from each of the other 13 city councils
  ➢ One representative each from AC Transit and BART
Local Business Contract Equity Program

The Local Business Contract Equity (LBCE) Program contributes to the overall economic vitality of the County by (1) encouraging businesses to locate and remain in Alameda County; (2) providing employment opportunities for residents of Alameda County; and (3) generating economic activity and stimulating the local economy.

We encourage local firms to get certified under ACTC’s LBCE Program, contracts funded with local Measure B, BB, and VRF award extra points during proposal evaluation to firms who meet Local Business Enterprise and Small Local Business Enterprise goals under the LBCE Program.

Further detail regarding this Program can be found on the Alameda CTC website at www.alamedactc.org/contract-equity.

CERTIFICATION TEAM

Phone: (510) 208-7460

Email: certification@alamedactc.org
Disadvantaged Business Enterprise Program

Alameda CTC is committed to the participation of Disadvantaged Business Enterprise (DBE) firms in its contracting opportunities in accordance with federal regulations 49 CFR Part 26. The DBE Program applies to all federally funded contracts.

The main objectives of the DBE Program are:

• To ensure that small DBE firms can compete fairly for federally funded transportation-related projects.

• To ensure that only eligible firms participate as a DBE firm.

• To assist DBE firms in competing outside of the DBE Program.
East Bay Greenway Project

Project Manager and Contact Info:
• Jhay Delos Reyes, Principal Transportation Engineer
  jdelosreyes@alamedactc.org

Summary of Project Scope:
• The East Bay Greenway (Lake Merritt BART to South Hayward BART) project proposes to construct a bicycle and pedestrian facility that will generally follow the BART alignment connecting seven BART stations for a distance of 16 miles and traverse the cities of Oakland, San Leandro, and Hayward. Alameda CTC intends to retain a professional engineering services consultant to provide services for the PS&E phase of the project
7th Street Grade Separation East (7SGSE)

Project Presenters and Contact Info:

• Angelina Leong, Assistant Transportation Engineer
  aleong@alamedactc.org

• Kanda Raj, Alameda CTC Consultant
  kraj@alamedactc.org
GoPort Project Area

75GSE Project
7SGSE Existing Conditions

- Westbound and eastbound spans constructed in 1931 and 1970s
- Four-lane facility with nonstandard lane widths and no shoulders
- Nonstandard vertical clearance of 14 feet
- Unsafe 5-foot wide multi-use path
- Deteriorating condition
7SGSE Proposed Project

Cross section 1

Cross section 2
Built Condition

- Four 12-foot wide lanes with 4-foot inside shoulders and 8-foot outside shoulders
- Construction of a new underpass (railroad bridge structure)
- Separated 14-foot wide paved multi-use path
- Changeable message signs and street/path lighting

7SGSE Rendering (Built Condition)
7SGSE Funding

- Construction Capital Cost ~ $175 million
- Fully funded (All Phases)
  - Local Sales Tax Measure BB
  - Regional Measure 3 (LONP)
  - Senate Bill 1 (SB1) Local Partnership Program
  - SB1 Trade Corridor Enhancement Program
- No utilization requirement
- Use of Alameda CTC local certified firms encouraged
  - How to get LBCE Certified

https://www.alamedactc.org/get-involved/contract-equity/
Project Schedule Overview

Conceptual Design: Complete

Environmental Analysis: Complete

Right-of-Way: In Progress

Final Design: Ready to list (RTL): Spring 2022
Advertisement: Late Spring/early Summer 2022

Construction: Construction: Late 2022 – Late 2025
Still to Come
## 7SGSE Major Quantities

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Contract is subject to Buy America
Specialized / Long-Lead Items

Specialized:
- Deep Soil Mixing (DSM) Wall
- DSM Hold Down Piles

Long-lead Items:
- Railroad – tracks, turnouts and signals
- Stormwater pumps and pump controls
Utility Relocations

By Others:
- PG&E (Gas)
- PG&E (Electrical)
- CenturyLink
- Kinder Morgan

By Project:
- Stormwater / Pump Station
- ITS Elements (CMS/RFID)
- Street and Path Lighting
- Electrical OH Power (UPRR)
- Fire Waterline (City/Port)
- Sanitary Sewer
Environmental Mitigation Requirements

- Standard Conditions of Approval and Mitigation Monitoring and Reporting Program (SCA-MMRP)
  - Air Quality
  - Dust Control
  - Traffic Management
  - Soil Management
  - Noise
  - Public Information

Other Considerations

- Right of Entry

- Property Owners/Stakeholders:
  - Port of Oakland
  - Union Pacific Railroad
  - City of Oakland
  - Caltrans
  - BART

- Proprietary Items

- Subject to Buy America
Safe Routes to School Program

Project Manager and Contact Info:
• Denise Turner, Associate Program Analyst
dturner@alamedactc.org

Summary of Project Scope:
• Alameda CTC will seek professional services to implement the Alameda County Safe Routes to Schools Program at 300 schools in Alameda County. Services will include direct safety training for students, school safety assessments, technical assistance to schools and local partners related to traffic safety and safe routes to school, program evaluation, direct implementation support for schools, outreach and volunteer recruitment, and communications.
Legislative Advocacy Services – Federal and State

Project Manager and Contact Info:

• Maisha Everhart, Director of Government Affairs and Communication
meverhart@alamedactc.org

Summary of Project Scope (Federal and State Contracts):

• Alameda CTC seeks to engage a consultant to provide a full range of essential legislative and policy advocacy services to support, protect, and enhance the interests of Alameda CTC within Alameda County, regionally, and in Washington, D.C for the federal contract and in Sacramento for the state contract.
Q&A
Thank You

For more information, visit
www.AlamedaCTC.org
Small Business Program

Program Goals for small business participation

Big goals for small business

The California High-Speed Rail Authority is committed to small businesses playing a major role in building the statewide high-speed rail project. The Small Business Program has an aggressive 30 percent goal for small business participation including Disadvantaged Business Enterprises (DBE), Disabled Veteran Business Enterprises (DVBE) and Micro Businesses (MB).

Join the team - Learn about certification, contract opportunities and vendor registration.

Get Connected ➤

Show Current Small Business Participation
SMALL BUSINESS PARTICIPATION

643 Certified Small Businesses Working on HSR Statewide

NORTHERN CALIFORNIA
224 Certified Small Businesses

CENTRAL VALLEY
194 Certified Small Businesses

SOUTHERN CALIFORNIA
207 Certified Small Businesses

OUTSIDE OF CALIFORNIA
18 Certified Small Businesses

» 211 Disadvantaged Business Enterprises (DBE)
» 73 Disabled Veteran Business Enterprises (DVBE)
CERTIFICATION PROGRAMS

Certifications that count toward the overall 30% Goal:

» California Department of General Services (DGS)
  Small & Micro Businesses (SB/MB)
  Disabled Veteran Business Enterprises (DVBE)
  Small Business – Public Works (SB-PW)

» California Unified Certification Program
  Disadvantaged Business Enterprises (DBE)

» US Small Business Administration
  8(a) Disadvantaged Business Program
## HSR MAJOR CONTRACTOR PAYMENT

**California High-Speed Rail Authority**

### Major Contractors Payments - October 2021

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### Grand Total

$ 52,382,856.14
CONTRACTS OUT FOR BID

- **Design-Build Construction Packages** – https://hsr.ca.gov/business-opportunities/contractors/design-build-construction-packages/

- **Track & Systems** – https://hsr.ca.gov/business-opportunities/contractors/track-systems/

- **Design Services for Historic Fresno Station** – https://hsr.ca.gov/business-opportunities/contractors/historic_fresno_station_design/

- **Program Delivery Support** - https://hsr.ca.gov/business-opportunities/contractors/program-delivery-support/
SMALL BUSINESS LIAISON OFFICERS

CP 1: Tutor Perini/Zachry/Parson
Yadira Lopez
Phone: (559) 385-7025
Email: Yadira.lopez@tpzpjr.com

CP 2-3: Dragados Flatiron
Bjorn Nilsen
Phone: (916) 239-7368
Email: bjorn.nilsen@dfcp23.com

CP 4: California Rail Builders
Amanda Craft
Phone: (661) 302-7891
Email: acraft@ferrovial.us
SMALL BUSINESS LIAISON OFFICERS

Rail Delivery Partners: WSP
Rita Ohaya
Phone: (916) 970-4321
Email: rita.ohaya@hsr.ca.gov

Early Train Operator: DB Engineering & Consulting USA, Inc.
Ricky Estrada
Phone: (916) 841-3142
Email: ricky.estrada@deutschebahn.com
CONNECT HSR VENDOR REGISTRY

Firms registered with Connect HSR:

• Are listed by trade, region, and type of certification.

• Receive notifications for contract and procurement opportunities from our Design-Build partners.

• Receive invitations to business-focused events, small business workshops, and trainings we host or participate in.

https://hsr.ca.gov/small_business/get_connected.aspx
The California High-Speed Rail Authority (Authority) Business Advisory Council (BAC) consist of representatives from both construction and professional services business trade associations, that serve as a forum to provide essential input to the Authority in implementing practices that effect and/or impact the small business community.

https://hsr.ca.gov/small_business/business_advisory_council.aspx
HSR SMALL BUSINESS OUTREACH STAFF

• Ashley Mistler – Small Business Advocate
• Damon Dorn – Small Business Manager
• Ottilie Hall – Small Business Technical Associate
• “Vacant” – Small Business Outreach Coordinator

HEADQUARTERS
California High-Speed Rail Authority
770 L Street, Suite 660
Sacramento, CA. 95814
www.hsr.ca.gov
REFERENCE WEBPAGE LINKS

- **HSR Small Business Homepage** –
  https://hsr.ca.gov/small_business/

- **HSR Small Business Overview** -
  https://hsr.ca.gov/small_business/overview.aspx

- **BuildHSR Homepage** -
  https://buildhsr.com/construction_update/

- **HSR Business Advisory Council** –
  https://hsr.ca.gov/small_business/business_advisory_council.aspx

- **HSR Major Contractor Payments** -
  https://hsr.ca.gov/docs/programs/small_business/Major_Contractors_Payments.pdf
REFERENCE WEBPAGE LINKS

- **DGS’ Office of Small Business and DVBE Services** – [https://www.dgs.ca.gov/PD/Services/Page-Content/Procurement-Division-Services-List-Folder/Certify-or-Re-apply-as-Small-Business-Disabled-Veteran-Business-Enterprise](https://www.dgs.ca.gov/PD/Services/Page-Content/Procurement-Division-Services-List-Folder/Certify-or-Re-apply-as-Small-Business-Disabled-Veteran-Business-Enterprise)

- **Caltrans’ DBE Program webpage** – [https://dot.ca.gov/programs/civil-rights/dbe](https://dot.ca.gov/programs/civil-rights/dbe)

Questions

For additional comments or questions regarding this presentation please send an email to: HSRsbprogram@hsr.ca.gov
Doing business with the City of Santa Rosa
City of Santa Rosa

- 5th largest City in the Bay Area (pop. 180,000)
- 1200 employees at City of Santa Rosa
- Wine Country
Registering as a vendor & finding contracting opportunities

- Formal and informal solicitations occur via online system
  - [www.srcity.org/bids](http://www.srcity.org/bids)
- Entirely FREE
- Vendor Registration
  - Will automatically notify bidder of opportunities matching the business categories selected by the vendor when register
- Bid and Proposal Opportunities
- List of Capital Projects

Bid Opportunities

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<th>Project Title</th>
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<td>Bidding</td>
<td>Electronic</td>
</tr>
<tr>
<td>11/18/2021</td>
<td>RFP - Project Design and Delivery Assistance</td>
<td></td>
<td>12/22/2021 04:00pm</td>
<td>13 days</td>
<td>Bidding</td>
<td>Paper</td>
</tr>
<tr>
<td>12/01/2021</td>
<td>RFP - Construction Management and Construction Ins...</td>
<td>R158731</td>
<td>12/29/2021 05:00pm</td>
<td>20 days</td>
<td>Bidding</td>
<td>Electronic</td>
</tr>
<tr>
<td>06/11/2020</td>
<td>RFQ 20-68 Minor Professional HVAC Repairs</td>
<td>RFQ 20-68 Minor Professional HVAC Repairs</td>
<td>12/31/2021 03:00pm</td>
<td>22 days</td>
<td>Bidding</td>
<td>Electronic and Paper</td>
</tr>
<tr>
<td>12/07/2021</td>
<td>Provision of Consulting Services – Homelessness Sol...</td>
<td>R158731</td>
<td>01/07/2022 05:00pm</td>
<td>29 days</td>
<td>Bidding</td>
<td>Electronic</td>
</tr>
<tr>
<td>12/09/2021</td>
<td>Six Fire Damaged Parks Recovery</td>
<td>C02248</td>
<td>01/11/2022 02:00pm</td>
<td>33 days</td>
<td>Bidding</td>
<td>Paper</td>
</tr>
</tbody>
</table>
Centralized Purchasing system - materials, supplies, equipment, minor public works, major public works and general services

Policy requires that procurement of materials, services and construction services be done in a manner to encourage open competition (competitive bidding or competitive sealed proposals).

1% local vendor preference is also offered for written solicitations when applicable

Environmentally preferable purchasing policy, and looks to purchase environmentally friendly and recycled products whenever it is practical to do so

City of Santa Rosa is an FTA recipients and maintains a DBE program and Goal

Doing business with City of Santa Rosa
Purchasing Staff

City Purchasing Agent & Disadvantaged Business Enterprise (DBE) Liaison Officer
Brandalyn Tramel
(707) 543-3700
www.srcity.org/bids

Transit Division purchasing lead – Yuri Koslen
(707) 543-3335
www.srcity.org/CityBus
Eastern Contra Costa Transit Authority
(Tri Delta Transit)
Introductions

- Joe Chappelle, Manager of Administrative Services
  - Procurement Manager, procurement@eccta.org
- Tania Babcock, Disadvantaged Business Enterprise Liaison Officer
  - civilrights@eccta.org

Located at 801 Wilbur Avenue, in Antioch, CA 94509
O: 925-754-6622, F: 925-757-2530

Website: www.trideltatransit.com
Goals

• Learn who we are, what we do, and how best to do business with us.
Who We Are

• Eastern Contra Costa Transit Authority (ECCTA) also referred to as Tri Delta Transit, is a Joint Powers Agency (JPA) consisting of the cities of Antioch, Brentwood, Oakley, Pittsburg and the county of Contra Costa. Tri Delta Transit provides nearly 2 million trips each year to a population of over 315,000 residents in the 225 square miles of Eastern Contra Costa County.

• We have a fleet of approximately 100 vehicles, ranging from 40’ long buses down to wheelchair-equipped minivans.

• We have a little under 40 employees between our Administration and Maintenance department; our bus drivers are employees of a company known as First Transit.
Purchasing Info

• Our purchasing tends to be on the decentralized side of things.
  • Procurement really only gets directly involved if a purchase is generally going to cost over $100,000
• Most of the day-to-day purchasing decisions get made by other members of staff.
• Best way to put yourselves on our radar is to complete our Vendor Form.
  • This does three things: it gets your information to the appropriate member of staff, gets your information onto our bid mailing list, and helps our DBE efforts.
Formal Procurements – IFBs and RFPs

- We mail physical copies to any mailing addresses on our vendor list
  - We email electronic copies to any email addresses on the list
- We post the bid documents on our website
  - You can subscribe to receive a notification anytime we put a bid up on the website
- We advertise with:
  - California Transit Association (CTA)
  - Transit Talent
  - Bay Area Builder’s Exchange (for construction or other trade work)
  - Small Business Exchange and Mass Transit publications
Current Bid Openings

• Shop Equipment Maintenance, IFB 2021-05, for the preventative maintenance and as-needed repair of some of our shop equipment
Recurring Bids/Proposals

- Advertising services
- HVAC Maintenance
- Shop Equipment Maintenance
- Operations
- Financial Auditing Services
- Uniforms
- Bus Schedule Printing
Bid Strategies

• Come to the pre-bid or pre-proposal meeting, even if you don’t plan on submitting a bid as a prime.
  • Can provide the chance to introduce yourselves to primes.
  • ECCTA does not accept bids from subs.
• Review the bid packet thoroughly and ask your questions early!
  • Email is the preferred method of communication, though voicemail is allowed. However, I will not generally respond. All answers must be provided via addenda.
  • If asked last minute, I may not even be able to reply via addenda.
• Ensure receipt of, and acknowledge the receipt of, all addenda.
• Ensure awareness of insurance and licensing requirements.
Non-Bid Purchases

The following is a partial list of commodities procured by Tri Delta Transit through informal purchase.

- SHOP SUPPLIES (NUTS, BOLTS, WIRE, WIRE CONNECTORS, TAPE, BATTERIES, LIGHT BULBS, ZIP TIES)
- PERSONAL PROTECTION GEAR (GLOVES, DUST MASKS, SAFETY GLASSES, SAFETY VESTS, EAR PLUGS)
- BUS STOP REPAIR SUPPLIES (POLES, BRACKETS, SIGNS, CONCRETE, PLEXIGLASS, TRASH CANS)
- BUS PARTS (BRAKE PARTS, COOLANT, OIL, PARTS CLEANER)
- JANITORIAL SUPPLIES (TOILET PAPER, PAPER TOWELS, HAND SOAP, GARBAGE BAGS, AIR FRESHENERS)
- DETAIL SUPPLIES (SOAP FOR BUS WASH, VANDALISM REMOVER, GLASS CLEANER, BROOMS, BRUSHES, MOPS)
- BUS FUEL (DIESEL, UNLEADED, RENEWABLE DIESEL)
- OFFICE SUPPLIES (PENS, PRINTER PAPER, ETC)
- FOOD CATERING
- GIFTS/PROMOTIONAL ITEMS
Thank You! Questions?

• Joe Chappelle, Manager of Administrative Services
  • Procurement Manager, procurement@eccta.org
• Tania Babcock, Disadvantaged Business Enterprise Liaison Officer (DBELO)
  • civilrights@eccta.org

Located at 801 Wilbur Avenue, in Antioch, CA 94509
O: 925-754-6622, F: 925-757-2530

Website: www.trideltatransit.com
OVERVIEW

▪ About Us
▪ Organizational Structure
▪ Procurement Methods
▪ What We Procure
▪ Vendor Registration
▪ Strategies for Success
▪ Contracting Opportunities
▪ Contacts
▪ Questions?
INTRODUCTIONS

Kimberly Barnard
Senior Buyer, Bus & Bridge Division
kbarnard@goldengate.org

Marcellus Jasper
Senior Buyer, Bridge Division
mjasper@goldengate.org

Artemisé Davenport
DBE Program Administrator
adavenport@goldengate.org
To provide safe, efficient and reliable means for the movement of people, goods, and services within the Golden Gate Corridor. In carrying out this mission, the District operates and maintains the Golden Gate Bridge in structurally sound condition to provide safe and efficient travel for vehicles and other modes of transportation; provide public transit services, such as buses and ferries, which operate in a safe, affordable, timely and efficient manner; and carries out its activities in a cost-effective and fiscally responsible manner. The district recognizes its responsibility to work as a partner with federal, state, regional and local governments and agencies to best meet the transportation needs of the people, communities and businesses of San Francisco and the North Bay.

ABOUT US

www.goldengate.org

• Special District of the State of California
• No local sales tax measures or general funds
• Toll revenues, state, and federal funds

• Own 147 buses
• Service areas – Contra Costa, Marin, San Francisco, and Sonoma counties

• Own 7 vessels
• Service areas – Larkspur, Tiburon, San Francisco Terminal, and Sausalito
DISADVANTAGED AND SMALL BUSINESS ENTERPRISE (DBE/SBE) PROGRAM

DBE Overall Triennial Goal: 3.2% FFY 2019/2020 - 2021/2022
*SBE Goals: Contract-specific

STATE CERTIFICATIONS
- Department of General Services (DGS) Size Affidavit Required
  - Small Business (SB)
  - Micro Small Business (Micro)
  - Small Business for the Purpose of Public Works (SB-PW)
- California Department of Transportation (Caltrans) Size Affidavit Required
  - State Minority-Owned Business Enterprise (SMBE)
  - State Women-Owned Business Enterprise (SWBE)

FEDERAL CERTIFICATIONS
- California Unified Certification Program (CUCP) Only acceptable certification for DBE goal credit
  - Disadvantaged Business Enterprise (DBE)
- U.S. Small Business Administration (SBA) Size Affidavit Required
  - 8(a) Small Business

*Meet SBA specific size standards and in no case exceed $26.29M
ORGANIZATION STRUCTURE

PROCUREMENT STAFF

▪ Golden Gate Bridge Toll Plaza
  ▪ District and Bridge Divisions – commodities and services commonly used by the entire District.

▪ San Rafael Transit Division
  ▪ Bus procurements and related parts – commodities and services unique to Bus Division

▪ Larkspur Ferry Divisions
  ▪ Ferry procurements and related parts – commodities and services unique to Ferry Division

ENGINEERING STAFF

Principal responsibility for District design and construction contracts
PROCUREMENT METHODS

- **Micro Purchases** - any purchase of supplies or services that does not exceed $2,500. At least one informal quote is obtained.

- **Informal (Small) Purchases** - informal bidding may be used for purchases estimated to cost 1) $100,000 or less for materials, supplies, equipment and services; 2) $50,000 or less for construction; 3) $250,000 or less for federally-assisted ferry vessel repair, maintenance and alteration work; and 4) $1,000,000 or less for non-federally-assisted ferry vessel repair, maintenance and alteration work. At least three written quotes or proposals.

- **Formal Sealed Competitive Bidding** - purchases estimated to cost 1) over $100,000 for materials, supplies, equipment (except for certain types of rolling stock and technological equipment) and non-professional services; 2) over $50,000 for construction; 3) over $250,000 for federally-assisted ferry vessel repair, maintenance and alteration work; and 4) over $1,000,000 for non-federally-assisted ferry vessel repair, maintenance and alteration work. Lowest responsive and responsible bidder.

- **Competitive Negotiations** - purchases of over $100,000 for professional and non-professional services; certain types of rolling stock and any other purchases for which this method of procurement is deemed beneficial. Request for Proposals (RFP) based on qualitative factors/price.

- **Non-Competitive Purchases** - purchase of approved sole source procurements, emergency procurements, and other procurements as deemed to be in the District’s best interest. Best Interest/Sole Source.

- **Cooperative Procurement** - cooperative procurement programs, intergovernmental agreements, joint procurements and piggyback procurements with other public agencies.
WHAT WE PROCURE

- **COMMODITIES**
  - cameras
  - computers
  - construction/electrical supplies
  - fuel
  - heavy equipment
  - janitorial supplies
  - Paint
  - PPE
  - vehicles & ferry vessels
  - software
  - automotive
  - photocopiers
  - print materials
  - respirators-filters

- **SERVICE CONTRACTS**
  - advertising
  - build/repair parking lots & ferry terminals
  - construction projects
  - copier maintenance/repair
  - elevator repair
  - carpet installation
  - pest control
  - film & video
  - graphic design & printing
  - uniforms

- **PROFESSIONAL SERVICES**
  - accounting/auditing
  - architectural and engineering services
  - banking
  - engineering design
  - engineering investigation/study
  - engineering plan/specifications
  - information technology consulting
  - insurance
  - legal services
  - management consulting
  - materials sampling/testing
  - medical examinations
VENDOR REGISTRATION

Invitations for Bids (IFB) and Requests for Proposals (RFP) are included on the District Procurement Portal at https://ggbhtd.bonfirehub.com.
<table>
<thead>
<tr>
<th>Status</th>
<th>Ref #</th>
<th>Project</th>
<th>Close Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLOSED</td>
<td>2021-BT-045</td>
<td>Fairfax Transmount Tree Removal</td>
<td>Dec 8th 2021, 4:00 PM PST</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>CLOSED</td>
<td>2021-F-047</td>
<td>Concession Services Onboard District Ferries</td>
<td>Aug 20th 2021, 4:00 PM PDT</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>CLOSED</td>
<td>2021-F-018</td>
<td>Larkspur Ferry Terminal Berth and Channel Maintenance Dredging Design, Pilots Design and Permitting Services</td>
<td>Jul 12th 2021, 4:00 PM PDT</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>AWARDED</td>
<td>2021-D-030</td>
<td>On-Site Medical Services</td>
<td>Jul 9th 2021, 4:00 PM PDT</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>AWARDED</td>
<td>2021-D-008</td>
<td>Third Party Administrator for Workers’ Compensation Program Claims Administration and Ancillary Services</td>
<td>Feb 18th 2021, 4:00 PM PST</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>AWARDED</td>
<td>2021-D-001</td>
<td>On-Call Cyber Security Professional Services</td>
<td>Feb 5th 2021, 4:00 PM PST</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>AWARDED</td>
<td>2020-D-059</td>
<td>Grant Administration For Covid-19 Disaster Cost Relief</td>
<td>Dec 14th 2020, 4:00 PM PST</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>CLOSED</td>
<td>2020-B-063</td>
<td>Bridge Inspection Services</td>
<td>Dec 8th 2020, 4:00 PM PST</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>AWARDED</td>
<td>2020-MD-046</td>
<td>Designated UST Operator Inspections &amp; Repairs</td>
<td>Dec 10th 2020, 4:00 PM PST</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>AWARDED</td>
<td>2020-F-047</td>
<td>Ferry Fleet Scheduled Drydocking and Capital Improvements</td>
<td>Sep 10th 2020, 4:00 PM PDT</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>CLOSED</td>
<td>2020-F-028</td>
<td>Cortes Mastara &amp; A-Acre Total Mike Reimbursement</td>
<td>Aug 29th 2020, 2:00 PM PDT</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>CLOSED</td>
<td>2020-BT-011</td>
<td>Novato Bus Facility Underground Storage Tank Site Cleanup</td>
<td>Jul 28th 2020, 2:00 PM PDT</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>AWARDED</td>
<td>2020-D-038</td>
<td>ADA Facilities Assessment</td>
<td>Jun 24th 2020, 4:00 PM PDT</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>CLOSED</td>
<td>2020-BT-001</td>
<td>Lease of Bus Tires</td>
<td>Jun 4th 2020, 4:00 PM PDT</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>AWARDED</td>
<td>2020-D-015</td>
<td>On-Call Temporary Staffing Services</td>
<td>Apr 6th 2020, 4:00 PM PDT</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>AWARDED</td>
<td>2020-D-000</td>
<td>On-Call Video Production Services</td>
<td>Apr 3rd 2020, 4:00 PM PDT</td>
<td>View Opportunity</td>
</tr>
</tbody>
</table>
PROCUREMENT STRATEGY AND EVALUATION PROCESS

- Requirement Captured
- Procurement Strategy & Evaluation Process
- Clarification and Negotiation
- Vendor Proposals
- Evaluation
- Contract Close
- RFP Development
## STRATEGIES FOR SUCCESS

<table>
<thead>
<tr>
<th>Activity</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attend Pre-Proposal Meeting</td>
<td>• Clear up any confusion regarding project details, scope of work, and solicitation of documents.</td>
</tr>
<tr>
<td>Q&amp;A Period</td>
<td>• Opportunity to address any uncertainty with the proposal requirements.</td>
</tr>
<tr>
<td>Proof Read Proposal</td>
<td>• Improve the quality of proposal by ensuring there are no typos, grammar errors, etc.</td>
</tr>
<tr>
<td>Proposal Meets Requirements</td>
<td>• Very important proposal meets evaluation criteria to prevent being considered “non-responsive.”</td>
</tr>
<tr>
<td>Interview Preparation</td>
<td>• Well-crafted presentation demonstrates professionalism and helps to better understand vendor proposal.</td>
</tr>
<tr>
<td>Request Debrief Meeting</td>
<td>• Vendors who are not selected for a proposal can request a debrief to understand ranking and opportunities for improvement.</td>
</tr>
</tbody>
</table>
## UP Incoming CONTRACTING OPPORTUNITIES

<table>
<thead>
<tr>
<th>Solicitation Number</th>
<th>Contract Name</th>
<th>Projected Advertisement</th>
<th>Estimate $</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021-F-080</td>
<td>Scheduled Drydocking and Capital Improvements for the M.S. Marin</td>
<td>November 2021</td>
<td>TBD</td>
</tr>
<tr>
<td>2021-D-077</td>
<td>Cisco and VMWare Professional Services</td>
<td>November 2021</td>
<td>TBD</td>
</tr>
<tr>
<td>2021-B-073</td>
<td>Maintenance Traveler System Fabrication Shop Inspection Services to the Golden Gate Bridge Physical Suicide Deterrent System and Wind Retrofit</td>
<td>December 2021</td>
<td>$1.7M</td>
</tr>
<tr>
<td>TBD</td>
<td>External Audit Services</td>
<td>February 2022</td>
<td>$464K</td>
</tr>
<tr>
<td>TBD</td>
<td>On-Call Marine Engineering and Planning Services</td>
<td>February 2022</td>
<td>$750K</td>
</tr>
<tr>
<td>TBD</td>
<td>ULSD &amp; Unleaded Gasoline</td>
<td>February 2022</td>
<td>$30M</td>
</tr>
<tr>
<td>TBD</td>
<td>Actuarial Services</td>
<td>February 2022</td>
<td>$40K</td>
</tr>
<tr>
<td>TBD</td>
<td>New-Build Ferry Engineering Services</td>
<td>March 2022</td>
<td>$2.0M</td>
</tr>
<tr>
<td>TBD</td>
<td>Toll Gantry Project</td>
<td>Spring 2022</td>
<td>TBD</td>
</tr>
<tr>
<td>2020-B-038</td>
<td>Toll Plaza Administration Building Elevator Repairs and Improvements</td>
<td>Winter 2022</td>
<td>$300K</td>
</tr>
<tr>
<td>2021-BT-031</td>
<td>San Rafael Parking Lot and Solar Panel Improvements</td>
<td>Winter 2022</td>
<td>$2.8M</td>
</tr>
<tr>
<td>TBD</td>
<td>Larkspur Ferry Terminal Fuel Tank Cleaning, Inspection and Repair Services</td>
<td>Winter 2022</td>
<td>TBD</td>
</tr>
</tbody>
</table>

*Note: All estimated information subject to change.*
PROCUREMENT DEPARTMENT CONTACTS

**Administration**
Brian Garrity, CPSM, C.P.M., CPPB, Director of Procurement
415.923.2208
bgarrity@goldengate.org

Theresa Fukuno, CPCP, Procurement Program Analyst
415.923.2257
tfukuno@goldengate.org

**Bridge and District Divisions**
Nicole Gilardi, Purchasing Officer
415.923.2317
ngilardi@goldengate.org

K.J. Quick, Buyer
415.923.2281
kjquick@goldengate.org

Lindy Teng, Senior Buyer
415.925.5584
lteng@goldengate.org

**Bus Division**
Marianne Waterman, Senior Buyer (services and equipment)
415.257.4481
mwaterman@goldengate.org

Kimberly Barnard, Senior Buyer (commodities)
415.257.4455
kbarnard@goldengate.org

**Bridge and District Divisions**
Nicole Gilardi, Purchasing Officer
415.923.2317
ngilardi@goldengate.org

K.J. Quick, Buyer
415.923.2281
kjquick@goldengate.org

Lindy Teng, Senior Buyer
415.925.5584
lteng@goldengate.org

**Other Contacts**
D’Ann Moore, Engineering Contracts Officer
415.923.2334
dmoore@goldengate.org

Artemise Davenport, DBE Program Administrator
415.257.4581
adavenport@goldengate.org
QUESTIONS 🎈
THANK YOU!
How to do Business with MTC

Meet the Buyers Procurement Forum

December 16, 2021
What We Do?

We are a part of every trip you take! MTC supports the streets, roads, highways, transit systems, airports and other transportation resources that help the region's 7 million residents.
Steps to Get Started

1. Register as a vendor: https://mtc.bonfirehub.com/portal/?tab=login

2. Review list of current and upcoming contracting opportunities.

3. Attend pre-bid, pre-proposal, and networking meetings.
Register As A Vendor

Procurement Portal
Metropolitan Transportation Commission

Register as a Vendor
Organization Name
First Name
Last Name
Email
Email (Again)
Password
Password (Again)

Create account »

Log in with your Google Account
Current and Upcoming Contracting Opportunities

• Click on “View Opportunity” to get description, status, contact information, documents and Planholders: https://mtc.bonfirehub.com/portal/?tab=openOpportunities

• Past Opportunities also listed to provide guidance for prospective vendors and consultants.
Current and Upcoming Contracting Opportunities

**Procurement Portal**
Metropolitan Transportation Commission

- **Log in**
- **Open Public Opportunities**
- **Past Public Opportunities**

<table>
<thead>
<tr>
<th>Status</th>
<th>Ref. #</th>
<th>Project Description</th>
<th>Close Date</th>
<th>Days Left</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPEN</td>
<td>SAFE-24600</td>
<td>Beat 2 - Replacement Services: Freeway Service Patrol FY 2021-25</td>
<td>Dec 17th 2021, 4:09 PM PST</td>
<td>3</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>OPEN</td>
<td>TED</td>
<td>COMING SOON: Open Road Tolling System for the Bay Area Toll Bridges – RFP</td>
<td>Dec 31st 2021, 12:00 PM PST</td>
<td>16</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>OPEN</td>
<td>48494</td>
<td>[UPCOMING: October/November 2021] Regional Transit Connection (RTC) Program Medical Verifier</td>
<td>Jun 30th 2022, 10:00 AM PDT</td>
<td>197</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>OPEN</td>
<td>FOAM-RFP-24018</td>
<td>[UPCOMING WINTER 2021-22] Sign Maintenance for I-880 ICM North Segment Project RFP</td>
<td>Dec 31st 2022, 4:00 PM PST</td>
<td>282</td>
<td>View Opportunity</td>
</tr>
</tbody>
</table>
Tools and Resources

• Get certified to have broader access to contracting opportunities:
  - DBE Certification
  - SBE Certification

• Sign up for one-on-one counseling for procurement contracting technical assistance, Norcal PTAP provides free services funded in part by the State Office of Business and Economic Development.
Tools and Resources

• **Caltrans District 4 Calmentor Program** provides business development opportunities for Architectural and Engineering firms.

• Sign up for the BOC newsletter to receive quarterly contracting opportunities for up to 22 transit agencies throughout the region, and notifications for workshops and networking events.

Diversity Programs

• Disadvantage Business Enterprise (DBE) Program
  ▪ MTC has adopted the Caltrans DBE program and assists the attainment of the 17.6% DBE goal for FFY 19-21.
  ▪ MTC follows its own program for FTA direct funds and has a DBE goal of 5% for FFY 20-22.

• Small Business (SBE) Program
  ▪ Recently updated to expand eligibility of small business.

• Reports of commitments and utilization will be available starting next Fiscal Year.
Contracts Staff

Luz Campos
Compliance and Outreach Specialist
lcampos@bayareametro.gov
415.778.5390
Contracts Staff

Michael Brinton
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415.778.6727
Contracts Staff

Ryan DeCoud
Principal, Contract Manager
lcampos@bayareametro.gov
415.778.6784
Donna Bregman-Fletcher
Contract Specialist
Purchase Orders
Noah Cohen
Contract Specialist
ABAG/REAP
Contracts Staff

Mey Phu
Contract Specialist

BATA-funded contracts and procurements
Meet the Buyers – Procurement Forum

Business Outreach Committee
1. Who We Are
2. How to do Business with Us
3. What do We Buy?
4. Overview of Upcoming Opportunities
5. Questions & Answers
Transportation Authority: Who we are

We plan, fund and deliver SF transportation projects

- **Plan:** Long-range and other city planning activities
- **Fund:** SF’s half-cent sales tax for transportation and other funding sources
- **Deliver:** and oversee major capital projects
- **Manage congestion:** SF’s congestion management agency
TIMMA: Who we are

Treasure Island Mobility Management Program

- Transit Pass Program and Transportation Affordability Plan (Summer 2024)
- New ferry service (Summer 2024)
- Tolling on and off the island (Summer 2024)
- On-island shuttle service (Summer 2024)
- East Bay bus service (Summer 2024)
How to do
Business with Us
Notifications of Business Opportunities

Sign up on our e-mail list for notification of future opportunities at www.sfcta.org/stay-connected

Select type of opportunities you are interest in
## Transportation Authority Funding Type and Certifications

<table>
<thead>
<tr>
<th>FUNDING TYPE</th>
<th>ACCEPTED CERTIFICATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal</td>
<td>• DBE from California Unified Certification Program (CUCP): <a href="https://dot.ca.gov/programs/civil-rights/dbe-search">https://dot.ca.gov/programs/civil-rights/dbe-search</a></td>
</tr>
<tr>
<td>State</td>
<td>• DBE from CUCP</td>
</tr>
<tr>
<td></td>
<td>• SBE and/or DVBE from California Department of General Services (DGS): <a href="http://dgs.ca.gov/pd">dgs.ca.gov/pd</a></td>
</tr>
<tr>
<td>Local</td>
<td>• DBE from CUCP</td>
</tr>
<tr>
<td></td>
<td>• SBE and/or DVBE from DGS</td>
</tr>
<tr>
<td></td>
<td>• DBE and/or LBE from the Transportation Authority: <a href="http://sfcta.org/dba">sfcta.org/dba</a></td>
</tr>
<tr>
<td></td>
<td>• LBE from City and County of San Francisco: <a href="http://sfgov.org/cmd/LBE-CERTIFICATION">sfgov.org/cmd/LBE-CERTIFICATION</a></td>
</tr>
<tr>
<td></td>
<td>• LGBTBE from California Public Utilities Commission: <a href="http://www.cpuc.ca.gov/supplierdiversity/">http://www.cpuc.ca.gov/supplierdiversity/</a></td>
</tr>
</tbody>
</table>
What do we buy?
Purchase Categories

Project procurements:
- Construction services
- Construction management services
- Environmental studies
- Strategic communications / public outreach
- Traffic monitoring
- Transportation planning and design
- Travel demand
- Website design / development

Recurring procurements:
- Financial services
- Information technology
- Legal services
- Legislative advocacy services
Upcoming Opportunities

San Francisco County Transportation Authority
Upcoming Opportunities (2021 - 2022)

1. SFCTA On-Call Project Management Oversight and General Engineering Consultant Services
2. TIMMA On-Call Planning, Project Management Oversight and General Engineering Consultant Services
3. Design Services for I-280/Ocean Avenue Southbound Off-Ramp
4. Treasure Island Autonomous Shuttle Pilot Project
5. Treasure Island to East Bay Transit Service
6. Financial Services Advisory
7. Toll System Integration Services for Treasure Island
For questions, please contact:

Ron Leong
Management Analyst
[Email Link: Ronald.Leong@sfcta.org]
Questions & Answers
Thank you.
sfctca.org
Agenda

Introductions
- What is SFMTA?
- Who are the representatives today?

Strategies for success
- Getting Certified - Is this encouraged? Why?
- SBE, LBE, DBE

Current and Upcoming Opportunities
- Current SFMTA Opportunities
- Upcoming SFMTA Opportunities
- How to connect with us
Introductions

San Francisco Municipal Transportation Agency (SFMTA)

Geoffrey Diggs
Materials and Supply Chain Manager
Geoffrey.Diggs@sfmta.com

Todd Senigar
Contract Compliance Officer/Workforce Development manager/DBE Certifications
Todd.Senigar@sfmta.com
Certified Local Business Enterprises (LBE) (“City Program”)
https://sfgov.org/cmd/lbe-certification

Certified Small Businesses Enterprises (SBE) (“State Program”)
https://caleprocure.ca.gov/pages/sbdvbe-index.aspx

Certified Disadvantaged Businesses Enterprises (“Federal DBE Program”)
https://californiaucp.dbesystem.com
Current and Upcoming Opportunities

Discussion

Geoffrey Diggs

List of opportunities provided separately to all participants of this BOC event
How To Connect With Us
Access Opportunities

San Francisco City Partner Website
sfcitypartner.sfgov.org
Vendor Registration

6 Steps
Meet the Buyers – Procurement Forum

December 16, 2021
11:00 a.m. – 12:00 p.m.
DOING BUSINESS WITH SANTA CRUZ METRO

Santa Cruz METRO has partnered with Bonfire Interactive to create a procurement portal that will allow you to receive notifications of business opportunities and submit bids and proposals to Santa Cruz METRO digitally.

You can access the portal using this link:

http://scmttd.bonfirehub.com

Registration is easy and free. Select at least one or more NAICS codes for your business or organization. Our solicitations will be set up using those codes and will be matched to vendors and contractors with the same codes.

Santa Cruz METRO is excited about the changes we have made to streamline our electronic bid process and we look forward to continuing our good relationship with you. We appreciate your interest in Santa Cruz METRO.
Request for Proposals (“RFP”)
PART I
INSTRUCTIONS TO BIDDERS

1.01 THE PUBLIC WORK
A. The Santa Cruz Metropolitan Transit District (Santa Cruz METRO) is seeking sealed bids for a fixed-price contract for Bidtitle. This public work shall include the furnishing of all supervision, labor, materials, freight transportation, equipment, supplies, tools, services, and other work as defined in the Invitation For Bid (IFB) No. [bidnumber] for this Project.
B. This public work is funded in part with federal assistance and as a result, the bidder must adhere to all federal requirements which are a part of this Contract. This includes the requirement of submitting with the bid certain certifications required by federal laws and regulations. By submitting a bid, the bidder warrants that it has read and understood the entire IFB, including Part VII (Federal Transit Administration (FTA) Requirements for Construction Contracts) of the IFB, and agrees to fulfill all the terms and conditions of the contract, including Part VII, if selected as the Contractor.

1.02 COORDINATION, INTERPRETATION, AND EXAMINATION OF CONTRACT DOCUMENTS

This Invitation for Bids (IFB) includes the following parts: (I) Instructions to Bidders, (II) Bid Form, (III) General Conditions of the Contract, (IV) Special Conditions of the Contract, (V) Sample Contract, (VI) Construction Specifications, (VII) if not federally funded and add “and” before (VII) and (VIII) FTA Requirements. The Contract will include all the IFB parts identified above, any attachments, any addenda that Santa Cruz METRO issues during the IFB process, and the Contractor’s submitted bid, as accepted by Santa Cruz METRO. No oral contract or conversation with any Director, agent or employee of Santa Cruz METRO, either before or after the execution of the Contract, shall affect or modify any of the terms or obligations contained therein.

A. The Bidder (also referred to as “Contractor”) shall thoroughly examine and become familiar with all of the various parts of the bid documents and determine the nature and location of the Work, the general and local conditions, and other matters which can in any way affect the Work under this Contract. Failure to make an examination necessary for this determination shall not release the Bidder from the obligations of this Contract. Bid submission is Contractor’s acknowledgment that it has examined the job site and bid documents and is satisfied with:
1. General and local conditions to be encountered
2. Character, quality, and scope of work to be performed
3. Quantities of materials to be furnished
4. Character, quality, and quantity of surface and subsurface materials or obstacles
5. Requirements of the Contract

1.03 PRE-BID CONFERENCE AND JOE WALK

A pre-bid conference will be held on [walkthrough date] at 10:00 a.m. at the following location:
Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, California 95060
<table>
<thead>
<tr>
<th>Description</th>
<th>Anticipated Issue Date</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barriers, Sneeze Guards, &amp; Installation Services RFP</td>
<td>On the street (closes 12/22/2021)</td>
<td>TBD</td>
</tr>
<tr>
<td>Support of VoIP System, Network Infrastructure, and Windows Environment RFP (informal)</td>
<td>On the street (closes 1/7/2022)</td>
<td>&lt;$50K</td>
</tr>
<tr>
<td>Enterprise Resource Planning Software &amp; Implementation RFP</td>
<td>On the street (closes 1/28/2022)</td>
<td>TBD</td>
</tr>
<tr>
<td>Maintenance Services for LCNG Fueling Station RFP</td>
<td>December 2021</td>
<td>TBD</td>
</tr>
<tr>
<td>Awning Addition to Existing Fueling Facility (Construction) IFB</td>
<td>January 2022</td>
<td>$200K</td>
</tr>
<tr>
<td>Consultant for Caltrans Planning Grant RFP</td>
<td>January 2022</td>
<td>TBD</td>
</tr>
<tr>
<td>Parts Washers Replacement IFB</td>
<td>February 2022</td>
<td>TBD</td>
</tr>
<tr>
<td>Gate Control for Bus Entries at Operations</td>
<td>February 2022</td>
<td>TBD</td>
</tr>
</tbody>
</table>
Contact Information

Joan Jeffries, Purchasing Agent
(831) 420-2572
jjeffries@scmtd.com

Rick Jimenez, Buyer
(831) 420-2571
rjimenez@scmtd.com
SONOMA-MARIN AREA RAIL TRANSIT

DOING BUSINESS THE “SMART” WAY
Introductions

**SMART's Procurement Team**

- Ken Hendricks, Procurement Manager
- Paul Fenimore, Purchasing Analyst
- Nicole Masters, Purchasing Assistant
- Email us: procurement@sonomamarintrain.org

**SMART's Disadvantaged Business Enterprise Liaison (DBELO)**

- Heather McKillop, Chief Financial Officer
Today’s Objective

- Learn how to connect with us!
- Understand our process!
- Learn strategies for success!
- Gain insight to upcoming procurements
ABOUT SMART

The Bay Area’s newest passenger rail service providing safe, reliable and congestion-free transportation option for Marin and Sonoma Counties

- 12 Existing Stations
- 1 Station under Construction
- 3 Future Stations Planned
- ≈ 45 Miles of Track In Operation
- ≈ 3 Miles of Track In Construction
- ≈ 22 Miles of Track Planned
- Ongoing Multi-Use Pathway Project
HOW TO DO BUSINESS WITH SMART?

Procurement Portal
Sonoma-Marin Area Rail Transit

Department: All

Log in | Open Public Opportunities | Past Public Opportunities

<table>
<thead>
<tr>
<th>Status</th>
<th>Ref. #</th>
<th>Project</th>
<th>Department</th>
<th>Close Date</th>
<th>Days Left</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPEN</td>
<td>CV-BB-21-003</td>
<td>Railroad Timber Bridge Repair (MP 24.36)</td>
<td>Engineering</td>
<td>May 14th 2021, 2:00 PM PDT</td>
<td>7</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>OPEN</td>
<td>OP-SV-21-005</td>
<td>Inspection and Maintenance of Crane and Fall Protection Systems</td>
<td>Vehicle Maintenance</td>
<td>May 20th 2021, 2:00 PM PDT</td>
<td>13</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>OPEN</td>
<td>FY 2021</td>
<td>Informal Bidder’s List Application (FY21)</td>
<td>Purchasing</td>
<td>Jun 30th 2021, 9:00 AM PDT</td>
<td>53</td>
<td>View Opportunity</td>
</tr>
<tr>
<td>OPEN</td>
<td>FY 2022</td>
<td>FY 2022 - Informal Bidding Registration Application</td>
<td>Purchasing</td>
<td>Jun 30th 2022, 5:00 PM PDT</td>
<td>419</td>
<td>View Opportunity</td>
</tr>
</tbody>
</table>

https://sonomamarintrain.bonfirehub.com
INFORMATION NEEDED TO REGISTER

- BUSINESS INFORMATION (NAME, ADDRESS, PHONE)
- CONTACT INFORMATION (NAME, TITLE, EMAIL ADDRESS, PHONE)
- BUSINESS WEBSITE
- NAICS CODES FOR SERVICES/PRODUCTS OFFERED
- CONTRACTOR LICENSE # (IF APPLICABLE)
- DEPARTMENT OF INDUSTRIAL RELATIONS REGISTRATION # (IF APPLICABLE)
- DBE/SBE CERTIFICATION INFORMATION AND DOCUMENTATION
- DUNS # (IF APPLICABLE)
CV-BB-21-003 - Railroad Timber Bridge Repair (MP 24.36)
Sonoma-Marin Area Rail Transit

Project Details

Project: Railroad Timber Bridge Repair (MP 24.36)
Ref. #: CV-BB-21-003
Department: Engineering
Type: IFB
Status: OPEN
Open Date: Apr 26th, 2021, 11:00 AM PDT
Intent to Bid Due Date: May 14th, 2021, 2:00 PM PDT
Questions Due Date: May 5th, 2021, 5:00 PM PDT
Close Date: May 14th, 2021, 2:00 PM PDT
Days Left: 7

Project Description:
The Sonoma-Marin Area Rail Transit District (SMART) is seeking a contractor to perform minor repairs on a railroad timber bridge located at SMART’s Mainline MP 24.36 in Novato, CA. Work includes replacement of existing timber ties and stringers, shimming of stringers, and all necessary track removal/replacement necessary to execute work. Please reference the Technical Specifications and Drawings for more detailed requirements. The project is expected to take no more than ten (10) working days. The Contract Time allotted is three (3) months. The engineer’s estimate for this work is between $55,000 and $65,000. The lowest responsive responsible bidder will be awarded the contract.
What does SMART Buy?

**Goods**
- Office Supplies
- IT Equipment
- Signage
- Electronic Equipment
- PPE
- Software
- Industrial Goods
- Raw Materials
- Etc.

**Services**
- Janitorial Services
- Temporary Staffing Services
- Architecture & Engineering Services
- Construction Services
- Project Management Services
- IT Services
- Financial & Risk Management Services
- Marketing & Advertising Services
- Security Services
- Etc.
Strategies for Success

- **Attend the Pre-Proposal or Pre-Bid Meetings**
  - Great networking opportunity with the primes and agency staff.

- **Don’t be afraid to ask questions during the Q & A period.**
  - This shows engagement and helps you refine your bid or proposal.

- **View past solicitation information**
  - Learn the Proposal/Bid format, prepare for future opportunities, become familiar with bid forms and terminology, etc.

- **Request debrief meetings**
  - If your firm is not selected for a contract or award, many agencies offer a debrief opportunity to discuss your proposal – Request one!
Strategies for Success

- **Proof-read Proposals and Bids!**
  - Typos, grammar, and using incorrect Agency information gets noticed.

- **Customize your Proposal/Bid**
  - Teams can tell when a proposal or bid feels cookie-cutter.

- **Keep the unnecessary sales/marketing propaganda away**
  - Be concise and to the point, while showcasing your expertise.

- **Be sure all required information is included!**
  - Don’t be deemed non-responsive right out of the gate!
## UPCOMING OPPORTUNITIES

### GENERAL & PROFESSIONAL SERVICES

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>ESTIMATED RELEASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marin County Pathway Design &amp; Permitting</td>
<td>WINTER 2021/22</td>
</tr>
<tr>
<td>Financial Audit Services</td>
<td>WINTER 2021/22</td>
</tr>
<tr>
<td>Oil Delivery Services</td>
<td>WINTER 2021/22</td>
</tr>
<tr>
<td>Network Infrastructure Consulting Services</td>
<td>WINTER 2021/22</td>
</tr>
<tr>
<td>Third-Party Administrator Services</td>
<td>WINTER 2021/22</td>
</tr>
<tr>
<td>Environmental Support Consulting Services</td>
<td>WINTER 2021/22</td>
</tr>
</tbody>
</table>

### CONSTRUCTION / REPAIR / INSTALLATION

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>ESTIMATED RELEASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rail Operation Center Parts Room Build-Out</td>
<td>WINTER 2021/22</td>
</tr>
<tr>
<td>Grade Crossing Camera Installation Project</td>
<td>WINTER 2021/22</td>
</tr>
<tr>
<td>McDowell Blvd Crossing Reconstruction</td>
<td>SPRING 2022</td>
</tr>
</tbody>
</table>

### EQUIPMENT

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>ESTIMATED RELEASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hi-Rail Maintenance Truck</td>
<td>WINTER 2021/22</td>
</tr>
<tr>
<td>Filters and Test Kits</td>
<td>WINTER 2021/22</td>
</tr>
</tbody>
</table>
Register with SMART's Procurement Portal
https://sonomamarintrain.bonfirehub.com

Connect with us:
www.SonomaMarinTrain.org
www.BeTrackSMART.org
Meet the Buyers

Jennifer Mena
Management Analyst
Office of Business Diversity Programs

Aaron Whelan
Buyer II, Purchasing
Today’s Objectives

1. Show you how to register to be a supplier/vendor
2. Make you aware of VTA’s opportunities
3. Guide you to getting certified
Register to be a VTA Supplier
Register to be a VTA Supplier!

VTA has transitioned to a new user-friendly and efficient e-procurement portal hosted by OpenGov.

**New vendors** should set up their accounts in the new system.

Register at [www.vta.org/business-center](http://www.vta.org/business-center) and click on the green bar, **REGISTER**

The system will ask for your email/password to set up a new account.
Upcoming Solicitations

Procurement - Solicitations

HOW DO I FIND UPCOMING OPPORTUNITIES?

Go to [www.vta.org/business-center](http://www.vta.org/business-center) and find the
In the View Solicitations box.

Be sure to click + Subscribe after you have created your account.
IF YOU ARE NOT SUBSCRIBED, you will not be able to open the
solicitations.

As you review the solicitations, look for the list of “Plan Holders” (firms that have already downloaded the documents). These are the larger firms you will want to target to offer your goods and services.
Creating an Account
Creating a Profile

No proposals started yet!
Get started by searching for projects to bid on. Your list of proposals will then be displayed here.
Procurement Portal Departments
## Procurement BART Phase II
### All Contracts

<table>
<thead>
<tr>
<th>Project Title</th>
<th>Project ID</th>
<th>Addenda</th>
<th>Release Date</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFQ S21181 BART Silicon Valley Phase II Extension Program / Newhall Yard and Maintenance Facility &amp; Santa Clara Station Project</td>
<td>S21181</td>
<td>2</td>
<td>9/13/2021</td>
<td>11/30/2021</td>
</tr>
<tr>
<td>Las Plumas Abatement and Demolition</td>
<td>V21216</td>
<td>1</td>
<td>9/15/2021</td>
<td>10/8/2021</td>
</tr>
<tr>
<td>RFQ S20220 BART Silicon Valley Phase II Extension Program / Systems Contract</td>
<td>S20220</td>
<td>2</td>
<td>2/26/2021</td>
<td>5/18/2021</td>
</tr>
<tr>
<td>21019 RFiF VTA BSVII Contract Package 3 (CP3) - Newhall Yard and Maintenance Facility (NVMF) and Santa Clara Station</td>
<td>S21019</td>
<td>1</td>
<td>3/4/2021</td>
<td>5/7/2021</td>
</tr>
<tr>
<td>RFQ S20221 BART Silicon Valley Phase II Extension Program / Tunnel / Trackwork Contract</td>
<td>S20221</td>
<td>7</td>
<td>12/20/2020</td>
<td>3/19/2021</td>
</tr>
<tr>
<td>RFQ S20209: RFiF VTA BSVII Contract Package 4 (CP4) - Stations</td>
<td>CP4-RFiF-S0202...</td>
<td>2</td>
<td>11/20/2020</td>
<td>1/6/2021</td>
</tr>
<tr>
<td>RFiF S20183 BART Silicon Valley Phase II Extension Program / Systems Contract</td>
<td>S20183</td>
<td>2</td>
<td>10/16/2020</td>
<td>12/4/2020</td>
</tr>
</tbody>
</table>
Procurement BART Phase II
Following a Contract
# Typical Purchases/Procurements

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>NAICS</th>
<th>NAICS DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Batteries</td>
<td>Bus Coach Batteries</td>
<td>441310</td>
<td>Batteries, automotive, dealers</td>
</tr>
<tr>
<td>Fuels &amp; Lubricants</td>
<td>Bulk Fuel</td>
<td>4234210</td>
<td>Renewable Diesel, gasoline</td>
</tr>
<tr>
<td>Gases, Industrial</td>
<td>Welding Gases</td>
<td>423340</td>
<td>Industrial Supplies, merchant wholesalers</td>
</tr>
<tr>
<td>All Bus Parts</td>
<td>Bus Parts</td>
<td>423120</td>
<td>Motor Vehicle Supplies, new parts, merchant wholesalers</td>
</tr>
<tr>
<td>Grounds Maint. &amp; Equip.</td>
<td>POWER SWEEPING SERVICES</td>
<td>561790</td>
<td>Parking lot cleaning (e.g., power sweeping, washing)</td>
</tr>
<tr>
<td>Hazmat</td>
<td>AMID Hazardous Materials/ Hazmat absorbent pads</td>
<td>562211</td>
<td>Hazardous waste treatment facilities combined with collection and/or local hauling of hazardous waste</td>
</tr>
<tr>
<td>Hose and Fittings</td>
<td>Hose and Fittings</td>
<td>423710 &amp; 423720</td>
<td>Hardware Equip &amp; Plumbing/Heating</td>
</tr>
<tr>
<td>Janitorial Equipment and Services</td>
<td>Janitorial Janitorial housekeeping service/janitorial supplies</td>
<td>561720</td>
<td>Janitorial Services</td>
</tr>
<tr>
<td>Medical Supplies</td>
<td>First Aid, Cabinets &amp; Supplies</td>
<td>339113</td>
<td>General First Aid services</td>
</tr>
<tr>
<td>Photographic</td>
<td>CCTV for Light Rail Vehicles</td>
<td>517311</td>
<td>Closed-circuit television (CCTV) services</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>Office Supplies/Multipurpose Paper, Category 1, 2 &amp; 3</td>
<td>453210</td>
<td>Office supply stores</td>
</tr>
<tr>
<td>Printing and Allied Services</td>
<td>Printer Equip lease/Printer Service Maint Agreement</td>
<td>532420</td>
<td>Duplicating machine (e.g., copier) rental or leasing</td>
</tr>
</tbody>
</table>
Get Certified!
What types of Business Certifications does VTA require?

- **State/Locally Funded Contracts – Small Business Enterprise Certification**
  - Certification: VTA or Department of General Services
  - DBE Certification accepted

- **Federally Funded Contracts – Disadvantaged Business Enterprise Certification**
  - Certification: VTA or any other certifying agency, as part of the California Unified Certification Program (CUCP)

- **State/Locally Funded Contracts – Women/Minority Owned Business Enterprise Certification**
  - Certification: VTA
# Small Business Certifications

## What Certification(s) should I pursue?

<table>
<thead>
<tr>
<th>SBE Certification</th>
<th>DBE Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>• US Citizen (or lawfully admitted permanent residents)</td>
<td>• US Citizen (or lawfully admitted permanent residents)</td>
</tr>
<tr>
<td>• Must meet Small Business size standard prescribed by 121 CFR 13</td>
<td>• Small Business size standard prescribed by 121 CFR 13</td>
</tr>
<tr>
<td>• Size standards have been established for types of industry under the North American Industry Classification System (NAICS). Can be obtained via the Internet at <a href="http://www.sba.gov">www.sba.gov</a></td>
<td>• Member of minority groups: who are women, Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian Americans, or other minorities found to be disadvantaged by the SBA</td>
</tr>
<tr>
<td>• Ownership/Control</td>
<td>• Ownership/Control</td>
</tr>
<tr>
<td>• Independent</td>
<td>• Independent</td>
</tr>
<tr>
<td>• Race Neutral</td>
<td></td>
</tr>
</tbody>
</table>

**Important Notice:** Businesses registered in the System for Award Management (SAM.gov) must update their SAM registration in order to have their small business status updated based on the new size standards that became effective on August 19, 2019. Until the SAM registration is updated, the SAM profiles will continue to display the small business status under the old size standards.
Small Business Certifications

How/where do I go to get certified?

VTA’s certifications are online applications, you can find the links to our certification modules at:

https://www.vta.org/business-center/business-diversity-programs
Questions?

Aaron Whelan
408-952-4276
Aaron.Whelan@vta.org

Jennifer Mena, OBDP
408-321-5876
Jennifer.Mena@vta.org
<table>
<thead>
<tr>
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<td>441310</td>
<td>Batteries, automotive, dealers</td>
</tr>
<tr>
<td>Fuels &amp; Lubricants</td>
<td>Bulk Fuel</td>
<td>4234710</td>
<td>Renewable Diesel R99 Gasoline</td>
</tr>
<tr>
<td>Batteries</td>
<td>Furnish and Deliver Bulk Propane</td>
<td>424710</td>
<td>Liquified petroleum gal (LPG) bulk stations and terminals, merchant wholesalers</td>
</tr>
<tr>
<td>GASES, INDUSTRIAL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oxygen, Freon, Argon, Nitrogen, Acetylene</td>
<td>Welding Gases</td>
<td>423840</td>
<td>Industrial Supplies Merchant Wholesalers</td>
</tr>
<tr>
<td>All Bus Parts</td>
<td>Bus Parts</td>
<td>423120</td>
<td>Motor Vehicle Supplies and New Parts Merchant Wholesalers</td>
</tr>
<tr>
<td>GROUNDS MAINT. &amp; EQUIP.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Blowers, Mowers, Chain Saws, Trimmers, Sweepers, etc.</td>
<td>POWER SWEEPING SERVICES</td>
<td>561790</td>
<td>Parking lot cleaning (e.g., power sweeping, washing)</td>
</tr>
<tr>
<td>Hazmat</td>
<td>AMDT Hazardous Materials/ Hazmat absorbent pads</td>
<td>562211</td>
<td>Hazardous waste treatment facilities combined with collection and/or local hauling of hazardous waste</td>
</tr>
<tr>
<td>Hose and Fittings</td>
<td>Hose and Fittings</td>
<td>423120</td>
<td>Hardware Equip &amp; Plumbing/Heating</td>
</tr>
<tr>
<td>Janitorial Equipment and Services</td>
<td>Janitorial Janitorial housekeeping service/Janitorial supplies</td>
<td>561720</td>
<td>Janitorial Services</td>
</tr>
<tr>
<td>Medical Supplies</td>
<td>First Aid Cabinets &amp; Supplies</td>
<td>339113</td>
<td>General First Aid services</td>
</tr>
<tr>
<td>PHOTOGRAPHIC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cameras, Projectors, Film Developing, and Printing, Blue Print</td>
<td>CCTV for Light Rail Vehicles</td>
<td>517311</td>
<td>Closed-circuit television (CCTV) services</td>
</tr>
<tr>
<td></td>
<td></td>
<td>334220</td>
<td>Television, closed circuit equipment, manufacturing</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>Office Supplies/ Multipurpose Paper, Category 1, 2 &amp; 3</td>
<td>453210</td>
<td>Office supply stores</td>
</tr>
<tr>
<td>Printing and Allied Services</td>
<td>Printer Equip lease/Printer Service Maint Agreement</td>
<td>532420</td>
<td>Duplicating machine(e.g copier) rental or leasing</td>
</tr>
<tr>
<td>Category</td>
<td>Description</td>
<td>NAICS Code</td>
<td>Industry Description</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>------------</td>
<td>--------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Refrigerator Repairs/Supplies</td>
<td>Thermo King Parts</td>
<td>423120</td>
<td>Motor Vehicle Supplies and New Parts Merchant Wholesalers</td>
</tr>
<tr>
<td>SAFETY EQUIPMENT</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hard Hats, Goggles, Shoes, Masks,</td>
<td></td>
<td>339113</td>
<td>Adult Disposable, Face Masks, COVID19</td>
</tr>
<tr>
<td>SECURITY SYSTEMS &amp; EQUIP.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Smoke, Fire, and Burglar Alarm, CC-TV &amp; Keys</td>
<td>Fire extinguisher service</td>
<td>811310</td>
<td>Fire extinguisher repair and maintenance without installation</td>
</tr>
<tr>
<td>SERVICE AGREEMENTS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copy Center Equipments, Trash Compactors,</td>
<td>Cardboard Compactor Preventative Maintenance &amp; Repair, Filter &amp; Oil Change</td>
<td>561990</td>
<td>Document shredding services</td>
</tr>
<tr>
<td>shredders</td>
<td></td>
<td></td>
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<tr>
<td>SIGNAGE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interior, Exterior, Architectural, Banners,</td>
<td>Operator I.D. Patches</td>
<td>451130</td>
<td>Sewing, Needlework, Upholstery</td>
</tr>
<tr>
<td>Nameplates, Operator I.D. Patches</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STRUCTURES</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Portable, Temporary</td>
<td>Portable Toilets Rental &amp; Serv.</td>
<td>451130</td>
<td>Equipment rental and leasing, not elsewhere classified</td>
</tr>
<tr>
<td>Tires</td>
<td>LRV Tire / Kits/ Bus Coach Tires</td>
<td>335932</td>
<td>Motor Vehicle tire and tube merchant wholesalers</td>
</tr>
<tr>
<td>Tools</td>
<td>Tool Calibration services</td>
<td>333515</td>
<td>Cutting Tool and Machine Tool Accessory Manufacturing</td>
</tr>
<tr>
<td>TRAILERS &amp; VEHICLES</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auto, Trucks, Forklifts, Manlifts &amp; Towing</td>
<td>Bus towing and recovery services</td>
<td>488410</td>
<td>Emergency road Services (i.e tow service)</td>
</tr>
<tr>
<td>Uniforms</td>
<td>Employee Uniforms</td>
<td>44819 &amp; 448190</td>
<td>Other Clothing Stores</td>
</tr>
<tr>
<td>Water, Bottled</td>
<td>Water Delivery Service</td>
<td>312112</td>
<td>Bottled Water Manufacturing</td>
</tr>
<tr>
<td>Water Treatment Systems</td>
<td>Water Softener Salt Delivery &amp; Dumping Service</td>
<td>424690</td>
<td>Salts, Industrial, Merchante Wholesalers</td>
</tr>
</tbody>
</table>

*ALL CATEGORIES INCLUDE MAINTENANCE, RENTAL, SERVICE, SUPPLIES, ETC.*