

**REQUEST FOR PROPOSAL No. 0000241
ATLANTIC CITY RAIL SHUTTLE SERVICE**

ATTACHMENT A

TECHNICAL PROPOSAL EVALUATION CRITERIA

1. Proposal Evaluation

The TEC will evaluate the Proposals submitted and the recommendation to award will be made based on technical and cost evaluation scores as well as comparison to the benchmark cost submitted by NJ TRANSIT Bus Operations. The technical evaluation will comprise 70% of the total score and the cost evaluation will be weighed at 30% of the total score. To be considered technically qualified and have its Cost Proposal considered, Proposers must first obtain a minimum score of 75 points or better on the Technical Proposal evaluation. Proposers are advised that NJ TRANSIT will round technical evaluation scores up or down to the nearest whole number in accordance with traditional mathematical rounding principles, e.g., a score of 77.5 may be rounded to 78, and a score of 77.4 may be rounded to 77. Proposers not technically qualified will have their Cost Proposals returned unopened by NJ TRANSIT's Procurement Department and they will not be considered for award.

Technical Proposals will be reviewed based on criteria covering three (3) areas:

a. Company Experience, Qualifications and Performance

1. An evaluation of the experience and qualifications of the Proposer, all affiliates, proposed management/staff, and proposed organization including financial capability and sustainability of the proposer.
2. Performance of the Proposer and/or affiliates under current and/or previous operating contracts with NJ TRANSIT or similar services with other agencies. Proposed administrative staffing levels, responsibilities and programs in place and proposed to enable the hiring and training of the required workforce.
3. Safety performance and rating, insurance coverage, compliance with RFP and regulatory (e.g., FHWA Motor Carrier Regulations, FTA Drug and Alcohol Testing Regulations) requirements, and SBE/DVOB participation. History of criminal convictions, legal actions, proceedings, judgments, and liens against the company or its principals and affiliates, including, but not limited to, civil rights or discrimination complaints or actions.

b. Operations

1. Evaluation of the Proposer's understanding of demonstrated ability to perform the requirements for the service. The ability and plan of the proposed organization to successfully perform the functions associated

with the operation of the Contracted Service in an efficient manner including appropriate number of operators and peak period buses required with provisions for driver reliefs (e.g., relief points, times, manner of providing) and compliance with safety regulations (e.g., driving time, testing).

2. Evaluation of ability and plan for scheduling the service and developing efficient and complete operator assignments (e.g., provision of complete scheduling documents demonstrating how all runs are constructed, including garage times, layovers, hook-ups, turnaround times, reliefs, Deadheads, and identification of stop points by time intervals).
3. Evaluation of operator training, safety programs and provisions of road supervision (e.g., adequate coverage, explanation of duties). Deployment of technologies for the monitoring of service (e.g., camera systems, GPS monitoring systems, electronic dispatching, etc.).
4. Evaluation of fueling plan including reasonableness of per gallon fuel cost and efficiency (e.g., miles per gallon for the type of equipment), fuel consumption (e.g., consistency with total miles including Deadhead and fuel efficiency). Review of revenue collection and vaulting procedures and security measures. Adequacy of the operating location for the operation of the service (e.g., proximity to service, size, vehicle capacity and maneuverability, Deadhead time and miles, recovery time, accessibility, neighboring traffic patterns, impact on neighborhood/community concerns, secure location for farebox vaulting and receiver/vaults, dispatch and drivers' area).

c. Maintenance

1. Evaluation of the Proposer's understanding of the maintenance requirements for the equipment to be operated in the service. Evaluation of performance history and experience of the proposer with the fleet size and type to be utilized in the service. Performance of the proposer in maintaining equipment under current and/or previous contracts with NJ Transit (if applicable), or similar services with other agencies. NJMVC and/or US DOT Motor Carrier Inspection history.
2. Evaluation of the ability and plan of the Proposer to successfully perform the functions associated with the maintenance of the equipment in an efficient manner including number and qualifications of mechanics (e.g., experience, certifications, fleet to mechanic ratio for the location), number and qualification of supervisory maintenance personnel (e.g., experience, certification, supervisory coverage, experience with fleet size and type). Number and coverage of maintenance personnel to clean and service the fleet to ensure satisfactory service and maintenance.

3. Evaluation of fleet maintenance plan (e.g., in-house and contracted work), preventive maintenance programs (e.g., complete narrative description, service intervals, inspection and service documents, compliance with NJ TRANSIT and OEM standards, separate HVAC maintenance program, handling of deferred maintenance, separate revenue collection equipment maintenance program, maintenance record keeping program). Fleet interior and exterior cleaning program. Use of OEM parts and components including the adequate supply of parts inventory and process for obtaining parts. Process and procedures for identifying and tracking warranty claims.
4. Evaluation of the adequacy of the proposed facility to perform the required maintenance work and the entire scope of the operation to be performed at the facility (e.g., size, vehicle capacity and maneuverability, equipped to handle the intended work, use of facility for other operations, EPA/DEP violations, adequate fire protection system, proper ventilation, adequate space for repair bays, body shop, parts inventory storage, fueling, offices, parking space, security), adequate systems for fueling and bulk fluids storage, and a system for bus washing to ensure that the buses will be properly cleaned.

Sample Oral Presentation (if required) Questions:

1. Will the Proposer help to achieve NJ TRANSIT's objectives for this Contract?
2. Did the presenters have roles in the presentation that corresponded to their roles in project organization?
3. Did the project team demonstrate expertise and prior experience in the technical aspects of the project?
4. Did the team display an understanding of the objectives and demonstrate technical skills and past experience to meet those objectives and deliver quality products?
5. Did the team demonstrate its ability to work effectively together and with NJ TRANSIT project staff in a supportive manner?
6. Did key staff demonstrate their ability to make clear and effective presentations to diverse audiences?
7. If applicable, are the responses to the situational questions relevant and compelling given the anticipated work requirements and the purposes of this Contract?

Sample Reference Check Questions:

1. Was the reference accurate and applicable to this assignment and proposed staff?
2. How would the reference rate the overall performance of the Proposer?
3. Would the reference recommend the Proposer to perform this type of project?
4. Was the reference satisfied with the quality of the deliverables and work effort?
5. Did the Proposer maintain the availability of the individuals offered in the Proposal?
6. Were there any significant problems with the work and how were the problems resolved?
7. Was the Proposer responsive and easy to work with?
8. Did the Proposer meet the established schedules? Adhere to their budgets?
9. Did the Proposer anticipate needs and keep the reference informed in a timely way about budget, schedule, and problems?
10. Was the Project Manager effective in managing the work, representing the team, and technically proficient?