

Metropolitan Transportation Commission
Administration Committee

March 12, 2025

Agenda Item 2d-25-0256

Contracts - Local Public Fleet Electrification Planning Technical Assistance Consulting Services with ICF Incorporated, L.L.C., doing business in the State of California as ICF Consulting, L.L.C (\$1,000,000); Optony, Inc. (\$900,000); Willdan Energy Solutions (\$900,000); AECOM Technical Services, Inc. (\$500,000); Guidehouse Inc. (\$400,000); and NV5 Consultants, Inc. (formerly known as Sage Renewable Energy Consulting, Inc. DBA NV5) (\$400,000)

Subject:

Authorization to negotiate and enter into contracts with ICF Incorporated, L.L.C., doing business in the State of California as ICF Consulting, L.L.C. in an amount not to exceed \$1,000,000, Optony, Inc. in an amount not to exceed \$900,000, Willdan Energy Solutions in an amount not to exceed \$900,000, AECOM Technical Services, Inc. in an amount not to exceed \$500,000, Guidehouse Inc. in an amount not to exceed \$400,000, and NV5 Consultants Inc. (formerly known as Sage Renewable Energy Consulting, Inc. DBA NV5) in an amount not to exceed \$400,000 to provide services for Local Public Fleet Electrification Planning Technical Assistance. These planning projects advance Plan Bay Area 2050 strategies to reduce greenhouse gas (GHG) emissions by helping local governments and agencies plan the transition of their fleets to zero emission vehicles.

Background:

On April 14, 2023, as part of a set of Transportation Electrification Initiatives, the Joint MTC Planning Committee with the ABAG Administrative Committee approved \$10 million to help local public agencies develop plans to transition their fleets to zero emission vehicles. In early 2024, MTC solicited a call for applications from local agencies for fleet planning technical assistance. On April 12, 2024, the Joint MTC Planning Committee with the ABAG Administrative Committee up to \$6 million to provide technical assistance to 32 public agencies that applied for support. Through these projects, each of the participating agencies will receive consultant support to analyze their public fleets, identify zero-emission replacement options, assess the necessary charging infrastructure, and develop transition plans.

Procurement

On November 12, 2024, MTC issued a Mini Request for Proposals (Mini-RFP) for firms on the 2023 Transportation Electrification Planning and Technical Assistance Consultant Bench under Service Category B: Fleet Electrification Planning to provide local public fleet electrification planning technical assistance consultant services for six groups (“Projects”) of participating agencies (the 32 participating agencies are grouped by geography and a consultant will be assigned to provide fleet planning for all of the agencies within a given group). On November 20, 2024, MTC hosted a virtual Pre-Submittal Conference that was attended by 36 firms. By the deadline on December 17, 2024, MTC received 101 qualified proposals across all of the project groupings from 22 firms.

The proposals were evaluated by a panel of MTC staff against the following evaluation criteria:

1. Qualifications and Team Experience (45%)
2. Price (20%)
3. Cost Effectiveness (15%)
4. Understanding and Approach to the Project (15%)
5. Presentation (5%)

After a review of the proposals, the evaluation panel recommends the selection of the firms for each Project for contracts not to exceed the amounts listed in Table 1.

Table 1:

Project	Participating Agencies	Consultant	Contract Not to Exceed
1	7 Alameda and Contra Costa agencies	ICF Incorporated, L.L.C., doing business in the State of California as ICF Consulting, L.L.C.	\$1,000,000
2	9 Marin agencies	Optony, Inc.	\$900,000
3	6 Napa and Sonoma agencies	Willdan Energy Solutions	\$900,000
4	San Francisco and BART	AECOM Technical Services, Inc.	\$500,000
5	5 San Mateo agencies	Guidehouse Inc.	\$400,000
6	3 Solano agencies	NV5 Consultants Inc. (formerly known as Sage Renewable Energy	\$400,000

Project	Participating Agencies	Consultant	Contract Not to Exceed
		Consulting, Inc. DBA NV5)	

All recommended firms demonstrate expertise and relevant experience in electrification planning for public fleets, and the teams with the necessary capacities to provide planning assistance to all of the participating agencies in a short period of time.

Issues:

None identified.

Recommendations:

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into contracts with the firms listed above for the Local Public Fleet Electrification Planning Technical Assistance Projects in the amounts not to exceed those listed in Table 1.

Attachments:

- Attachment A: Disadvantaged Business Enterprise and Small Business Enterprise Status
- Requests for Committee Approval – Summaries of Proposed Contracts



Andrew B. Fremier

Attachment A

Disadvantaged Business Enterprise and Small Business Enterprise Status

	Firm Name	Role on Project	DBE* Yes / No	If DBE Yes, List #	SBE** Yes / No	If SBE Yes, List #
Project 1						
Prime Contractor	ICF Incorporated, L.L.C., doing business in the State of California as ICF Consulting, L.L.C.	Prime	No		No	
Subcontractors	CALSTART, Inc.	Subconsultant	No		No	
	RBT Electric	Subconsultant	Yes	37326	Yes	1758200
Project 2						
Prime Contractor	Optony, Inc.	Prime	No		No	
Subcontractors	3Vi, Inc.	Subconsultant	Yes	51106	Yes	2031512
	AIM Engineering Consultants, Inc.	Subconsultant	Yes	50852	Yes	2026830
Project 3						
Prime Contractor	Willdan Energy Solutions	Prime	No		No	
Subcontractors	DKS Associates	Subconsultant	No		No	
	S Curve Strategies LLC	Subconsultant	Yes	47051	No	
Project 4						

Prime Contractor	AECOM Technical Services, Inc.	Prime	No		No	
Subcontractors	Evenergi LLC	Subconsultant	No		No	
	Convey, Inc.	Subconsultant	Yes	38411	Yes	1367600
Project 5						
Prime Contractor	Guidehouse Inc.	Prime	No		No	
Subcontractors	DKS Associates	Subconsultant	No		No	
	Terravanta Inc.	Subconsultant	Yes	47919	Yes	2016611
Project 6						
Prime Contractor	NV5 Consultants Inc. (formerly known as Sage Renewable Energy Consulting, Inc. DBA NV5)	Prime	No		No	
Subcontractor	Acumen Building Enterprise, Inc.	Subconsultant	Yes	26422	Yes	19078

*Denotes certification by the California Unified Certification Program (CUCP).

**Denotes certification by the State of California.

Request for Committee Approval

Summary of Proposed Contract for Local Public Fleet Electrification Planning Technical Assistance Project 1

Work Item No.: 1413

Consultant: ICF Incorporated, L.L.C., doing business in the State of California as ICF Consulting, L.L.C., San Francisco, CA

Work Project Title: Local Public Fleet Electrification Planning Technical Assistance Project 1

Purpose of Project: To help participating agencies reduce emissions from their public fleets.

Brief Scope of Work: Provide participating agencies technical assistance to assess their vehicle fleets and develop fleet transition and infrastructure development plans.

Project Cost Not to Exceed: \$1,000,000

Funding Source: FY2024-25 budget: OBAG 3, STBG

Fiscal Impact: \$1,000,000 is available in the FY 2024-25 Agency Budget

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with ICF Incorporated, L.L.C., doing business in the State of California as ICF Consulting, L.L.C. for the Local Public Fleet Electrification Planning Technical Assistance described above and in the Administration Committee Summary Sheet dated March 12, 2025 and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$1,000,000 for such contract.

Administration Committee:

Gina Papan, Chair

Approved:

March 12, 2025

Request for Committee Approval

Summary of Proposed Contract for Local Public Fleet Electrification Planning Technical Assistance Project 2

Work Item No.: 1413

Consultant: Optony, Inc., Santa Clara, CA

Work Project Title: Local Public Fleet Electrification Planning Technical Assistance Project 2

Purpose of Project: To help participating agencies reduce emissions from their public fleets.

Brief Scope of Work: Provide participating agencies technical assistance to assess their vehicle fleets and develop fleet transition and infrastructure development plans.

Project Cost Not to Exceed: \$900,000

Funding Source: FY2024-25 budget: OBAG 3, STBG

Fiscal Impact: \$900,000 is available in the FY 2024-25 Agency Budget

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with Optony, Inc. for the Local Public Fleet Electrification Planning Technical Assistance described above and in the Administration Committee Summary Sheet dated March 12, 2025 and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$900,000 for such contract.

Administration Committee:

Gina Papan, Chair

Approved: March 12, 2025

Request for Committee Approval

Summary of Proposed Contract for Local Public Fleet Electrification Planning Technical Assistance Project 3

Work Item No.: 1413

Consultant: Willdan Energy Solutions, San Francisco, CA

Work Project Title: Local Public Fleet Electrification Planning Technical Assistance Project 3

Purpose of Project: To help participating agencies reduce emissions from their public fleets.

Brief Scope of Work: Provide participating agencies technical assistance to assess their vehicle fleets and develop fleet transition and infrastructure development plans.

Project Cost Not to Exceed: \$900,000

Funding Source: FY2024-25 budget: OBAG 3, STBG

Fiscal Impact: \$900,000 is available in the FY 2024-25 Agency Budget

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with Willdan Energy Solutions for the Local Public Fleet Electrification Planning Technical Assistance described above and in the Administration Committee Summary Sheet dated March 12, 2025 and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$900,000 for such contract.

Administration Committee:

Gina Papan, Chair

Approved: March 12, 2025

Request for Committee Approval

Summary of Proposed Contract for Local Public Fleet Electrification Planning Technical Assistance Project 4

Work Item No.: 1413

Consultant: AECOM Technical Services, Inc., Oakland, CA

Work Project Title: Local Public Fleet Electrification Planning Technical Assistance Project 4

Purpose of Project: To help participating agencies reduce emissions from their public fleets.

Brief Scope of Work: Provide participating agencies technical assistance to assess their vehicle fleets and develop fleet transition and infrastructure development plans.

Project Cost Not to Exceed: \$500,000

Funding Source: FY2024-25 budget: OBAG 3, STBG

Fiscal Impact: \$500,000 is available in the FY 2024-25 Agency Budget

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with AECOM Technical Services, Inc. for the Local Public Fleet Electrification Planning Technical Assistance described above and in the Administration Committee Summary Sheet dated March 12, 2025 and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$500,000 for such contract.

Administration Committee:

Gina Papan, Chair

Approved: March 12, 2025

Request for Committee Approval

Summary of Proposed Contract for Local Public Fleet Electrification Planning Technical Assistance Project 5

Work Item No.: 1413

Consultant: Guidehouse Inc., Sacramento, CA

Work Project Title: Local Public Fleet Electrification Planning Technical Assistance Project 5

Purpose of Project: To help participating agencies reduce emissions from their public fleets.

Brief Scope of Work: Provide participating agencies technical assistance to assess their vehicle fleets and develop fleet transition and infrastructure development plans.

Project Cost Not to Exceed: \$400,000

Funding Source: FY2024-25 budget: OBAG 3, STBG

Fiscal Impact: \$400,000 is available in the FY 2024-25 Agency Budget

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with Guidehouse Inc. for the Local Public Fleet Electrification Planning Technical Assistance described above and in the Administration Committee Summary Sheet dated March 12, 2025 and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$400,000 for such contract.

Administration Committee:

Gina Papan, Chair

Approved: March 12, 2025

Request for Committee Approval

Summary of Proposed Contract for Local Public Fleet Electrification Planning Technical Assistance Project 6

Work Item No.: 1413

Consultant: NV5 Consultants Inc. (formerly known as Sage Renewable Energy Consulting, Inc. DBA NV5), San Rafael, CA

Work Project Title: Local Public Fleet Electrification Planning Technical Assistance Project 6

Purpose of Project: To help participating agencies reduce emissions from their public fleets.

Brief Scope of Work: Provide participating agencies technical assistance to assess their vehicle fleets and develop fleet transition and infrastructure development plans.

Project Cost Not to Exceed: \$400,000

Funding Source: FY2024-25 budget: OBAG 3, STBG

Fiscal Impact: \$400,000 is available in the FY 2024-25 Agency Budget

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with NV5 Consultants Inc. (formerly known as Sage Renewable Energy Consulting, Inc. DBA NV5) for the Local Public Fleet Electrification Planning Technical Assistance described above and in the Administration Committee Summary Sheet dated March 12, 2025 and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$400,000 for such contract.

Administration Committee:

Gina Papan, Chair

Approved: March 12, 2025