



**TECHNICAL ADVISORY
COMMITTEE
SPECIAL WORKSHOP AGENDA**

Local Governments and Citizens Working Together

**TECHNICAL ADVISORY COMMITTEE (TAC)
Special Workshop
Thursday, September 5, 2019, 1:00 PM**

**Yuma County – Aldrich Auditorium
2351 West 26th Street
Yuma, Arizona 85364**

YMPO TAC MEMBERS

- Chair
- Vice-Chair Eulogio Vera, Public Works Director City of San Luis
- Member Samuel Palacios, Public Works Director, City of Somerton
- Member Omar Heredia, Planner, Cocopah Indian Tribe
- Member Mark Hoffman, Senior Planner, ADOT
- Member Susan Cowey, CIP Administrator, City of Yuma
- Member Joseph Grant, Public Works Director, Town of Wellton
- Member Frank Sanchez, Deputy County Engineer, Yuma County
- Member Jennifer Albers, Principal Planner, City of Yuma
- Member Jeff Kramer, City Engineer, City of Yuma
- Member Joshua Scott, Public Works Director, Yuma County
- Past-Chair Maggie Castro, Planning & Zoning Director, Yuma County

YMPO TAC EX-OFFICIOS

- YCIPTA Shelly Kreger
- CALTRANS Jacob Armstrong
- FHWA Romare Truly
- FTA Amy Corathers
- EPA Jerry Wamsley

1. **Call to Order and Declaration of Votes**
The meeting will be called to order and the City of Yuma will declare the number, and the distribution, of their votes.

2. **Title VI of the Civil Rights ACT of 1964Information only**
A brief message will be read out reminding members of our Title VI obligations. Reminder to sign in at the meeting entrance and fill out the survey cards from the YMPO (optional).

3. **Request for Proposal Process.....Discussion Only**
The YMPO Staff and TAC will discuss changes required the the YMPO uses for the Request for Proposal (RFP) Process. This will include the criteria, weighting, and total scoring system.

4. **Scope of Work for Future Studies.....Discussion Only**
YMPO will discuss the Scope of Works for various studies that will be released in the upcoming months.

14. **Adjournment**

Notice: In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability in the admission of or access to, or treatment or employment in, its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in YMPO programs, activities, or services, contact Paul Ward or Charles Gutierrez at 928-783-8911.

YMPO INFORMATION SUMMARY for Agenda Item #3

Request for Proposal Process

DATE: September 3, 2019

SUBJECT: Request for Proposal Process

SUMMARY:

YMPO Staff will present the issue for the "Temporary Suspension" of the Study. According to 2 CFR § 200.318

Per the attached 2 CFR §200.320, methods of procurement to be followed are:

(d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- (1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;*
- (2) Proposals must be solicited from an adequate number of qualified sources;*
- (3) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;*
- (4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and*
- (5) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.*

YMPO and the TAC will review the correct process for the MPO to proceed with the re-release of the study based on the criteria that the MPO has to us eth price as a criteria evaluation for procurement of the consultant.

PUBLIC INPUT:

There have been no public comments on this process, to date.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The YMPO TAC and YMPO will have to come to acceptance of 2CFR 200.320 or the process could be halted or suspended by the Federal and state?

The process could be that all Consultant Request for Proposals and/or RFQ all be the same requirement for Plans and Studies for the MPO be an RFP with a Qualification component imbedded in the RFP.

ACTION NEEDED:

The approval of making the changes to the Procurement process be a RFP and not a RFQ with price as a consideration for the selective process.

PRIOR BOARD/COMMITTEE ACTIONS:

N/A

CONTACT PERSON:

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911