



Contract No. CQ13055  
Pre Proposal Conference  
Meeting Minutes

- Contract Type – Firm fixed price, non FTA funding.
- Proposal Due Date – 2 pm April 11, 2013.
- Contract Period of Performance – 400 cds with delivery dates.
- There is a mandatory inspection of the railcars. Railcars 5056 and 5057 are available for inspection in the S&I Shop immediately after this pre-proposal meeting. Railcar 6050 could not be moved here to Greenbelt and will be available at New Carrollton Yard after inspection of 5056 and 5057.
- Proposals are to be submitted to WMATA at the listed address. The price and technical proposals must be in separate packages.
- The Unit Price Schedule is to be completed and submitted with the Volume I Price Proposal. There is a sheet for railcars 5056 and 5057 and another sheet for 6050 plus a Recapitulation sheet. Offerors need to complete all lines on the sheet for the railcars they are proposing. Multiple awards are possible.

The Solicitation Instructions were briefly reviewed:

- SI 5: Please submit all questions as soon as possible, but no later than March 28, 2013. A question form is attached with the agenda for convenience, but the questions do not have to be submitted on the form. Please include the article reference and e-mail any questions to [rmichaelis@wmata.com](mailto:rmichaelis@wmata.com).
- SI 6, Acknowledgement of Amendments: All amendments need to be acknowledged. Most common method is form on back of the Solicitation Offer and Award form. There are other methods to acknowledge amendments listed in the solicitation.
- SI 8, Submission of Offers: Offers are to be submitted in sealed envelopes in three volumes per SI 16.
- SI 11, Bonds: A bid bond is not required. A performance bond will be required from the successful offeror, see SP 17 below.
- SI 13, Contract Award: Intend to award without discussions, initial proposals should be in most favorable terms. Reserve right to conduct discussions.
- SI 15, Pre-Award Evaluation Date Sheet and schedules are due with the proposal

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and to be submitted in Volume III. Information is used to determine responsibility.

- SI 16, Proposal format: see agenda, three Volumes:
  - Volume I – Price, unit price schedule
  - Volume II – Technical proposal
  - Volume III – Contractual - SOA, pre-award.

Number of copies to be as described and an electronic copy of each.

- SI 20, Proposal Evaluation Criteria (best value)
  1. Personnel,
  2. Experience and Past Performance,
  3. Technical Performance and Quality Assurance,
  4. Subcontractors,
  5. Material Selection,
  6. Welding,
  7. Testing,
  8. Acceptance.
- SI 19, Basis of Award: “Best Value” Responsible offeror, whose offer is most advantageous to the Authority based on proposal which contains the combination of the evaluation criteria and price offering the best overall value to the Authority.

In Best Value, a trade-off for better technical performance is possible. As proposals are closer technically, price becomes more important. The Contracting Officer in this procurement makes the award decision

- SI 21, Ratings for proposal criteria:
  - Exceptional
  - Acceptable
  - Marginal
  - Unacceptable
- The Representation and Certifications are to be completed and submitted with Volume III.
- The pre-award evaluation data form is to be completed and submitted with

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Volume III.

The General Provisions are non-Federal, Authority standard. Per the new Procurement Procedures Manual, the Contracting Officer is not permitted to change the GPs.

The Special Conditions were briefly reviewed:

- SP 1, Period of performance: 400 cds.
- SP 2, Delivery Schedule:
  - Delivery of railcars within 360 cds
  - Acceptance and re-commissioning 380 cds.
- SP 7, Payment Terms: Partial payments are acceptable.
- SP 9, F.O.B. Destination: WMATA Greenbelt Yard, price to include all transportation charges.
- SP 10, Contractor personnel: A background check is required before contractor personnel may be issued a vendor badge and work on WMATA property. WMATA Roadway Worker Protection training is mandatory. Scheduling is currently backed up about 1 month.
- SP 12, Warranty:
  - 5 years – repaired carbody and carbody structures;
  - 1 year – all remaining elements, components, parts and equipment furnished by the contractor;
  - 1 year - workmanship of the railcars.
- SP 13, Indemnity and SP 14, Insurance: WMATA to be included as a named insured as listed which is an added cost. Commercial general liability is \$6M. Property/Inland Marine insurance is included since the railcars will be on the contractor's property.
- SP 17, Bonding: The solicitation provides for 50% performance bond since the railcars will be on contractor property.
- SP 21, COTR: Functions as stated, not authorized to change the terms and conditions of the contract.

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- SP 23, Special Delivery Instructions: Pick-up and delivery at Greenbelt Yard. The Authority plans to move railcar 6050 to Greenbelt.
- SP 24, Inspection: The Authority reserves the right to inspect the work at the Contractor's facility.
- SP 27, Rights in technical data – unlimited: For internal Authority use to help maintain the railcars.
- SP 28, Liquidated Damages: \$400 per calendar day, basically to pay extended program management costs.
- SP 33: Safety requirements: WMATA follows the most stringent safety provisions. We do not want anyone to get hurt. All applicable WMATA operational rules and regulations are to be followed.
- SP 34, Living Wage: Adjusted every year, is \$13.14 as of January 2013.
- SP 38, Economic Price Adjustment: Included to mitigate future price risk since this is a 4 year contract.
- SP 39, Progress schedule: Simple bar chart will be required.
- SP 40, Approvals: Submittals to the COTR for approval. Allow 30 cds turn-around time.
- SP 41, Profit: New weighted guidelines, maximum weight is .12 which equates to maximum 12% profit. Will apply to modifications. Competition is expected so probably will not apply to negotiation of contract, but could if no competition.
- SP 42, Subcontracts: Copies to be supplied as specified.

The Council of Governments form is to be completed and submitted in Volume III.

The Technical Specifications were briefly reviewed:

- The accident with the 5000 series railcars was a head on type of collision and the accident with railcar 6050 was a sideswipe. The railcar repairs will not be simple.
- The lead time for the aluminum extrusions is approximately three to six months. The only manufacturer of the extrusions is Constillium Valais, SA.

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- Railcars 5056/5057:
  - The railcars' collusion zones were engaged. Railcar 5056 measured 1" shorter than specified. Railcar 5056 measured ½ inch shorter.
  - Railcars 5056 and 5057 were initially thought to be scraped and basically all the equipment was removed, not so gently.
  - Approximately half the cables and wires were cut. Splices will not be allowed.
  - An attempt was initiated to remove the side extrusion of railcar 5057 which has a long horizontal cut approximately from door to door.
  
- Railcar 6050:
  - The brake pipes are stainless steel.
  - The railcar derailed, contacted the live third rail and there was an electrical flash.
  
- The Authority will provide all missing equipment except cable and piping.
  
- The Authority will supply fully operational, rebuilt trucks.
  
- Commissioning and testing will include all dynamic testing including ATP and ATO.
  
- The Authority expects to have a new test track available for the 7000 series railcars which may be used for testing the repaired railcars, but is not guaranteed.

Thumb Drives with the exhibits listed in the technical specifications were distributed to the attending vendors.

Railcars 5056 and 5057 were inspected at the Greenbelt Yard S&I Shop.

Railcar 6050 was inspected at the New Carrollton Yard.

Ronald A. Michaelis  
Contract Administrator

Contract No. CQ13055  
5K and 6K Railcar Repairs

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