



Meeting will start soon

Please MUTE your microphone & turn off your camera to assist with transmission quality.

**SHARED MICROMOBILITY PROGRAM
RCS 63-2213
PRE-SUBMITTAL MEETING #2**

CITY OF PHOENIX

REVENUE CONTRACT SOLICITATION

STREET TRANSPORTATION DEPARTMENT

OCTOBER 11, 2022 3PM

WELCOME AND INTRODUCTIONS

- Dana Garr, Goods & Services Procurement Manager

Point of Contact for Submittals and RCS Questions

dana.garr@phoenix.gov

602-495-7945

MEETING OVERVIEW

The Attendance sheet and PowerPoint will be posted on the City of Phoenix website:

<https://solicitations.phoenix.gov/>

To be added to the Attendance sheet, send an email today to: dana.garr@phoenix.gov with the following:

RCS 63-2313 Attendance, your Name, Firm Name, Phone Number, and E-Mail Address

It is your responsibility as a RCS holder to determine, prior to submittal, if any Addendums have been issued.

This is your **ONLY** opportunity to discuss this solicitation with City staff.



AGENDA

Questions are welcome after each presentation

Enter your questions into the Chat Box and Identify yourself

Second Meeting Overview

Review of Addenda 1 thru 4 & Briefly Review Scope

Submittal Requirements Questions

Selection Process

Important Dates: Selection Schedule

Websites

Vendor Registration

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CONTRACT DESCRIPTION

- Goods and services revenue contract procurement process governed by Phoenix City Code Chapter 43
 - Proposal evaluation
 - Contract negotiation
- Contracts are up to 5 years
- Sustainable program

SCOPE OF SERVICES

Shared Micromobility Program

- Two to three vendors to operate and maintain a program

- Provide a diverse fleet for shared use

- Replace E-Scooter Pilot Program

SCOPE OF SERVICES

Vehicles

- E-scooters (Standing and seated)
- E-bikes (Class I only)
- Traditional bikes
- Adaptive bikes/vehicles

Fleet size

- 1,500 vehicles per vendor
- 20% must be bikes or e-bikes

SCOPE OF SERVICES

Parking

- Designated parking area in downtown core
- Lock-to requirement outside of downtown core
- Vendors will install and maintain parking corrals downtown
- Provide bike racks to support lock-to



SCOPE OF SERVICES – CORRALS / DESIGNATED PARKING AREAS



Sidewalk Corral



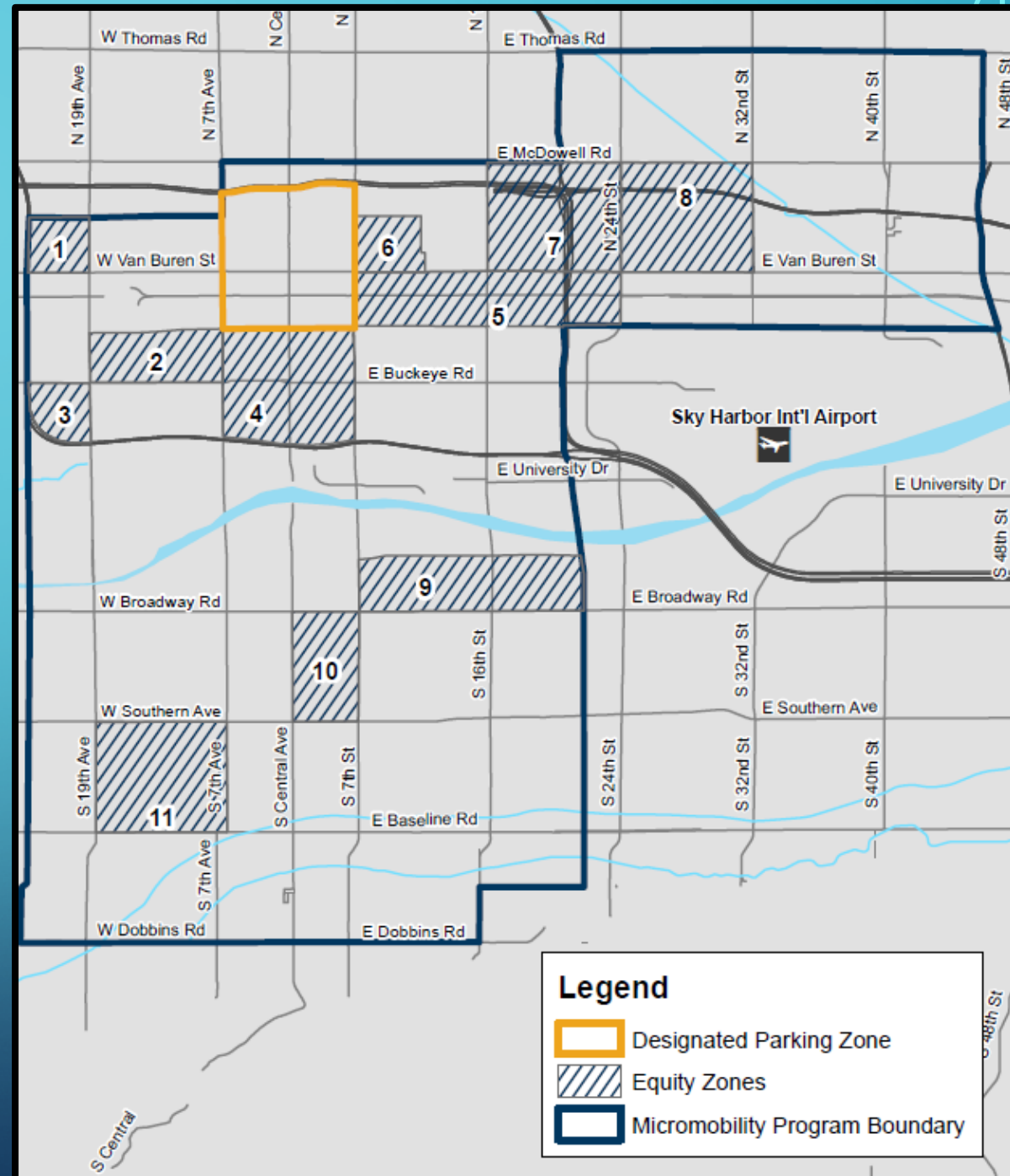
On-street Corral

SCOPE OF SERVICES

- ❑ Local staffing – preference for employees vs independent contractors
- ❑ Vehicle maintenance
 - ❑ Ensure 95% of deployed vehicles are in working order
- ❑ Marketing and community outreach
 - ❑ Reduce cultural and language barriers to micromobility

SCOPE OF SERVICES

- Equity
 - Distribution requirements - 30% of fleet must be deployed to equity zones
 - Alternative payment systems
 - Low-income programs



PROGRAM FINANCING

- ❑ Program will be financially self-sufficient
 - ❑ Title sponsorship available to offset traditional bike operations
- ❑ Revenue share to the City - Minimum Annual Guarantee
(Similar to Permit Program Structure currently in place)

PROGRAM LAUNCH

- No later than **February 1st, 2023** (Superbowl 2023)
- E-scooter pilot program to continue until program launch
- Provide transition schedule – **critical**
- Launch event in downtown
- Host multiple outreach events early on to promote program



QUESTIONS

Evaluation Criteria

- A. Method of Approach – 400 points**
- B. Equity – 200 points**
- C. Company's Experience, Operations Team and Staffing – 175 points**
- D. Program Financing – 100 points**
- E. Marketing and Community Engagement – 75 points**
- F. Data – 50 points**

- Provide responses in the order listed in the RCS
- Be complete, be concise.

Submittal Requirements

- ❑ Information Sheet– 1 page, include project title, project number, firm name, address, phone number, vendor number, and the name, title, email address and signature of your contact person for the project
- ❑ Evaluation Criteria, address all criteria including project organizational chart
- ❑ Additional Content, may include resumes or other information
- ❑ Bonding Statement/Letter of Credit or other Financial Qualifications will not be counted towards the maximum pages permitted

Submittal Requirements (continued)

- MAXIMUM pages permitted is **55 pages, EXCLUSIVE of items listed in Addendum 3:**
- Each side of a piece of paper with criteria information on it will be counted.
- Front and back covers, Table of Contents, Information sheet, and tab dividers will NOT be counted, **UNLESS** they include information that may be considered by the selection panel.

Submittal Requirements (continued)

❑ **PROPOSAL and REFERENCES due:**

2pm – Arizona local time

Monday, October 17, 2022

Submit only one proposal in PDF format only, addressing all evaluation criteria. No hard copies will be accepted.

Grounds for Disqualification

- Failure to submit by the due date and time
- Violating the “Contact with City Employees” policy
- Failure to meet minimum qualifications

SELECTION PROCESS

- ▶ Each proposal will be evaluated according to the evaluation criteria in the RCS.
- ▶ Interviews may be conducted. Proposers will be notified.
- ▶ BAFO discussions may occur as permitted.
- ▶ A contract will be executed upon completion of negotiations of contract terms and City Council approval.

Schedule of Events

<u>ACTIVITY (All times are local Phoenix time)</u>	DATE	DETAILS
Issue RCS	September 9, 2022	https://www.phoenix.gov/procure click on the "solicitations" button
Pre-Proposal Meeting at 11:00 a.m.	September 15, 2022	Via WebEx (link):
Submittal of Written Questions by 5:00 p.m.	September 19, 2022	Email to: dana.garr@phoenix.gov
City Responses to Written Questions	TBD	By close of business
Proposal Submittal by 2:00 p.m.	October 17, 2022	<u>EMAIL SUBMITTAL:</u> dana.garr@phoenix.gov NOTE: Only an electronic copy is required (no paper copies)
Award Recommendation to Phoenix City Council	November 17, 2022 Estimated	https://solicitations.phoenix.gov/awards

Street Transportation Department Procurement Section WEBPAGE

- Solicitation
- Notifications (if any)
- Pre-submittal Power Point Presentation
- Pre-submittal Sign-in Sheet
- Award

▶ <https://solicitations.phoenix.gov>

Questions After Today

E-mail questions to:

dana.garr@phoenix.gov

Dana Garr
Procurement Manager
(602) 495-7945

The background is a dark teal gradient. In the corners, there are decorative white line-art patterns resembling circuit boards or neural networks, with lines connecting to small circles.

OPEN FOR QUESTIONS
&
THANK YOU FOR ATTENDING



procurePHX


Have you
signed up?

VENDOR REGISTRATION

REGISTRATION HELP



Call Help Desk
(602) 262-1819
Email Help Desk
vendor.support@phoenix.gov

 **procurePHX**
Have you signed up?

BECOME A VENDOR



1. **Gather** Your Business Info
2. **Scan** Your Signed W-9
3. **Register** in System *Steps to Success!*
4. **Set-Up** ID & Password

To do business with the city you must register in **procurePHX**. To register, you must have a signed, scanned copy of your W-9. **Need Help?** Email vendor.support@phoenix.gov or call (602) 262-1819.

Instructions >

Registration >

ProcurePHX Login >

- **All Firms MUST** be registered in the Vendor Management System **PRIOR TO SUBMITTING A SOQ**

- Information on how to register with the City is available at:

<https://www.phoenix.gov/finance/vendorsreg>

- **New Firms** – After Registering, the City will send an e-mail with a vendor number in approx. 2 days

- If your firm is already registered with the City of Phoenix’s ProcurePHX system, login and access the electronic solicitation at:

<https://eprocurement.phoenix.gov/irj/portal>

- The **VENDOR NUMBER** is to be included on the cover of the Proposal