



**STAFF REPORT**  
Board Meeting of September 22, 2021

**AGENDA ITEM:** 5-F

**PREPARED BY:** Troy McNeil, Deputy Director/Fiscal Supervisor

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**SUBJECT:**

Award Contract – Madera County Zero-Emission Vehicle Readiness and Implementation Plan

**Enclosure:** No

**Action:** Award contract to DKS Associates in an amount not to exceed \$186,000

**SUMMARY:**

A Request for Proposals was released on July 30, 2021, to seek consultant services to develop a Zero Emission Vehicle (ZEV) readiness and implementation strategy for the region. This plan will assess the existing ZEV infrastructure environment, recommend infrastructure improvements and investments, identify implementation strategies and policies to promote ZEV infrastructure adoption in the short- and long-term, identify key community challenges and barriers to advancement, and provide stakeholders with tools to procure, site and install various ZEV infrastructure. This plan will primarily address conventional ZEVs including battery electric vehicles (BEVs) and fuel cell electric vehicles (FCEVs).

Notification was placed on the MCTC website and the RFP was emailed to 12 firms including DBE firms. Proposals were due September 3, 2021. Staff received two proposals, scored the proposals according to the established criteria, and the results of the scoring are as follows:

1. DKS Associates – 88.5/100
2. AECOM Technical Services, Inc. – 85.25/100

After conducting the RFP process, scoring and evaluating the submitted proposals, MCTC staff recommends retaining the firm DKS Associates in an amount not to exceed \$186,000 to assist in the development of a Zero-Emission Vehicle (ZEV) readiness and implementation strategy for the region.

**FISCAL IMPACT:**

No fiscal impact to the approved 2021-22 Overall Work Program and Budget.