



Chuck Gunter, Branch Chief  
CalTrans/Department of Mass Transportation (DMT)  
1120 N. Street  
Sacramento, Ca 942873

January 19, 2010

Re-Summary of Procurement Activities CalACT-MBTA RFP #09-04 (Shelters)

Dear Mr. Gunter:

This correspondence documents the procurement activities undertaken by the CalACT-MBTA Joint Purchasing Cooperative. It is submitted to your office in the expectation of final approval of our bid for accessible Bus Shelters.

- On November 10, 2009 RFP #09-04 was submitted to your office for approval.
- On November 20, 2009 RFP #09-04 was released to known, qualified vendors and published online on the CalACT and CTA websites.
- No comments or requests for equal were received, no addendums were issued.
- On December 16, 2009 DMT provided the Cooperative with letters approving the procurement and requesting a bid summary to be provided.
- On January 7, 2010 Technical (non-cost) proposal from Tolar Manufacturing was received at MBTA.
- After evaluation, the Tolar proposal submitted was found responsive. Initial price information was requested due January 19, 2010. MBTA accepted submitted pricing and issued Tolar Manufacturing a Notice of Intent to Award.

Several other firms (LNI, Urban Solar, DuoGard and Second Harvest) were informed of the procurement through our agency's contacts in the industry. We have inquired as to why these firms did not respond but they have declined to comment. Although only one proposal was received, MBTA awards the shelter contract to Tolar Manufacturing in the greatest confidence. The pricing provided is identical to pricing provided to MBTA in a previous competitive procurement. The firm has not raised its prices since 2005 and produces equipment of the highest quality backed by responsive customer service. MBTA has been purchasing shelters from Tolar since 2001 and over 50 units identical to that solicited for are in service throughout our area of operation. The oldest units we purchased are still in service and still appear attractive and structurally sound.

The Cooperative respectfully requests that your office finalize its approval of this procurement. There are a number of agencies anxious to use this bid to acquire needed equipment.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joe Meer', is written over a white background.

Joe Meer, MBTA