



## Board Report

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File #: 2016-0444, File Type: Contract

Agenda Number: 22.

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PLANNING AND PROGRAMMING COMMITTEE  
JUNE 15, 2016

**SUBJECT: LONG RANGE TRANSPORTATION PLAN (LRTP) DEVELOPMENT**

**ACTION: APPROVE RECOMMENDATION**

**RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to:

- A. EXECUTE Modification No. 1 to Task Order No. PS3420000 under Contract No. PS4010-3041 -F-XX, with Cambridge Systematics, Inc. for the **Long Range Transportation Plan (LRTP) Development to conduct several additional travel demand model runs and technical analysis associated with the Potential Ballot Measure and LRTP update**, in the amount of \$497,209 increasing the total Task Order value from \$968,947.45 to \$1,466,156.45;
- B. INCREASE Contract Modification Authority (CMA) specific to Task Order No. PS3420000, LRTP Development, in the amount of \$100,000, increasing the total authorized CMA amount from \$100,000 to \$200,000 to support potential need to forecast the regional economic impact of LRTP and additional modeling, if necessary, for the LRTP update; and
- C. APPROVE amendment to FY17 Budget for Cost Center 4220 of \$497,209 to fund Modification No. 1 to Task Order No. PS3420000, LRTP Development.

**ISSUE**

In September 2014, the Board directed staff to initiate an update to the 2009 Long Range Transportation Plan (LRTP). It was anticipated that the LRTP update would incorporate existing 2009 Plan projects as well as new project initiatives generated through a bottoms-up process that gathered extensive stakeholder input through the development of the subregional Mobility Matrices. The Board action also directed staff to explore the development of the Potential Ballot Measure (PBM) to fund the projects included in the LRTP update. In September 2015, Metro awarded a firm-fixed price Task Order to Cambridge Systematics Inc. for the LRTP Development to conduct performance analysis and update the LRTP.

In December 2015, the Board adopted the performance metrics framework for the LRTP Update and directed staff to apply these performance metrics to the major highway and transit projects to be included in the PBM. In order to fully analyze the projects to be included in the PBM while meeting

the required deadlines to report the findings back to the Board at the March 2016 meeting, Cambridge Systematics Inc. was requested to conduct several additional travel demand model runs and associated analytics in a much shorter timeframe than envisioned in the original Scope of Work. Staff is seeking approval for a modification to the existing Task Order to update the LRTP. This Task Order Modification is necessary in order to continue the technical and strategic requirements for the update to the LRTP.

## **DISCUSSION**

In support of the development and performance analysis of the Long Range Transportation Plan - Draft Potential Ballot Measure presented to the Board in March 2016, Cambridge Systematics Inc. was requested to conduct several additional travel demand model runs and associated analysis of the major projects to be included in the PBM in a much shorter timeframe than originally envisioned in the original Scope of Work. The Modification to the existing Task Order includes; calculating system performance, project performance, and assisting staff in regional economic analysis of the PBM and LRTP.

In addition to the performance analysis for systemwide performance and individual projects, the Modification includes two optional tasks. The first optional task is for Cambridge Systematics Inc. to perform two (2) regional economic model runs to isolate and report the projected future economic benefits of cumulative transportation investments considered in the PBM and the LRTP update. Cambridge Systematics Inc. shall use Regional Economic Models Inc. (REMI) TranSight software to perform the analyses, working with Metro staff to confirm future year socioeconomic assumptions. Metro shall provide project cost information. Cambridge Systematics Inc. will utilize the REMI TranSight model to provide horizon-year projections of the economic value of reduced congestion, and economic gain resulting from proposed transportation investments. In the second optional task, Cambridge Systematics Inc. shall perform, if necessary, additional travel demand modeling for the LRTP update.

## **DETERMINATION OF SAFETY IMPACT**

This Modification to the Long Range Transportation Plan update will have no direct impact on the safety of our customers and employees.

## **FINANCIAL IMPACT**

Staff is requesting a budget amendment to the Fiscal Year 2017 Budget for Cost Center 4220, for an increase of \$497,209 to Project # 405511, Transit Planning. Additionally, this report includes a request to increase the CMA by \$100,000 for a total of \$200,000 to support the potential need for regional economic analysis of the PBM and LRTP Update, as well as project performance for the LRTP update.

Since this is a multi-year contract, the cost center manager and the Chief Planning Officer will be accountable for budgeting the cost in the future years, including any option exercised.

Impact to Budget

The source of funds is Propositions A, C and TDA Administration, which is not eligible for bus/rail operating or capital expenses.

### **ALTERNATIVES CONSIDERED**

The Board could consider using in-house resources to conduct the technical and analytical requirements for the LRTP update for system performance, individual project performance, and regional economic modeling. This is not recommended as extensive specialized technical expertise is needed to conduct technical and analytical requirements of this magnitude and scope.

Cambridge Systematics, Inc. offers both national expertise in travel demand modeling and regional economic analysis, as well as decades of experience working with Metro and subregions in performance analysis, Mobility Matrix, and other subregional plans. Their approach involves close collaboration with regional stakeholders, including subregions, regional agencies, and interest groups.

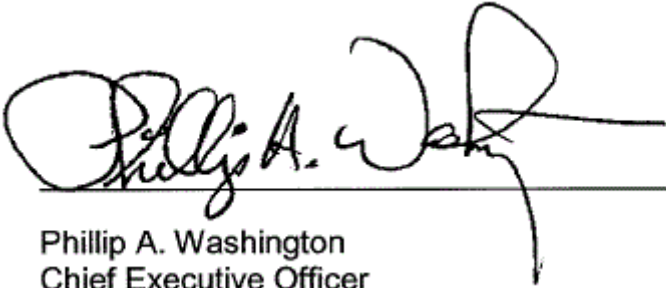
### **NEXT STEPS**

Upon Board approval, staff will execute Modification No. 1 to Task Order No. PS3420000 to conduct several additional travel demand model runs and technical analysis associated with the Potential Ballot Measure and LRTP update.

### **ATTACHMENTS**

Attachment A - Procurement Summary  
Attachment B - Task Order Log  
Attachment C - DEOD Summary

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Phillip A. Washington  
Chief Executive Officer

## PROCUREMENT SUMMARY

## LONG RANGE TRANSPORTATION PLAN DEVELOPMENT/PS4010-3041-F-XX

|    |   |          |  |
|----|---|----------|--|
| 1. | <b>Contract Number:</b> PS4010-3041-F-XX Task Order No. PS3420000   |          |  |
| 2. | <b>Contractor:</b> Cambridge Systematics, Inc.  |          |  |
| 3. | <b>Mod. Work Description:</b> Conduct several additional travel demand model runs and technical analysis associated with the Potential Ballot Measure and long range transportation plan (LRTP) update. |          |  |
| 4. | <b>Work Description:</b> LRTP Development   |          |  |
| 5. | <b>The following data is current as of:</b> 05/17/16  |          |  |
| 6. | <b>Contract/TO Completion Status:</b>   |          | <b>Financial Status:</b>   |
|    | <b>Award Date:</b>  | 09/01/15 | <b>Awarded Task Order amount:</b> \$968,947.45                             |
|    | <b>Notice to Proceed (NTP):</b>   | 09/01/15 |  |
|    | <b>Original Completion Date:</b>  | 09/01/17 | <b>Value of Mods. Issued to Date (including this action):</b> \$497,209.00 |
|    | <b>Current Est. Complete Date:</b>  | 09/01/17 | <b>Total Amount (including this action):</b> \$1,466,156.45                |
| 7. | <b>Contract Administrator:</b><br>Jesse Zepeda  |          | <b>Telephone Number:</b><br>(213) 922-4156                                 |
| 8. | <b>Project Manager:</b><br>Steven Lee   |          | <b>Telephone Number:</b><br>(213) 922-4899                                 |

**A. Contract Action Summary**

This Board Action is to approve Modification No. 1 to Task Order No. PS3420000 under Contract No. PS4010-3041-F-XX in support of the development of the Potential Ballot Measure presented to the Board on March 23, 2016. The purpose of this Modification is to conduct several additional travel demand model runs and associated analytics, additional performance analysis and LRTP update.

All Task Orders and Contract Modifications are handled in accordance with Board approved authority levels and Metro's Acquisition Policy. The contract/task order type is firm fixed price. All other terms and conditions remain in effect.

On September 1, 2015, Task Order No. PS3420000 for the firm fixed price of \$968,947.45 for the LRTP Development was issued to Cambridge Systematics, Inc., a contractor on the Countywide Planning Bench, Discipline 1 (Transportation Planning).

Refer to Attachment B, Task Order Log, for details on task orders and modifications issued to date.

**B. Cost/Price Analysis**

The recommended price has been determined to be fair and reasonable based upon an independent cost estimate (ICE), cost analysis, and technical evaluation. All direct labor rates and fee remain unchanged from the original task order.

| <b>Proposal Amount</b> | <b>Metro ICE</b> | <b>Negotiated Amount</b> |
|------------------------|------------------|--------------------------|
| \$497,209              | \$571,900        | \$497,209                |

TASK ORDER LOG

TASK ORDER NO. PS3420000 MODIFICATION LOG

LONG RANGE TRANSPORTATION PLAN DEVELOPMENT/PS4010-3041-F-XX

| <b>Mod. No.</b> | <b>Description</b>   | <b>Status (approved or pending)</b> | <b>Date</b>    | <b>Amount</b>         |
|-----------------|--|-------------------------------------|----------------|-----------------------|
| 1               | Conduct several additional travel demand model runs and technical analysis associated with the Potential Ballot Measure and LRTP update. | <b>Pending</b>                      | <b>Pending</b> | \$497,209.00          |
|                 | <b>Task Order Modification Total:</b>  | <b>Pending</b>                      | <b>Pending</b> | <b>\$497,209.00</b>   |
|                 | <b>Original Task Order Amount:</b>   | <b>09/01/15</b>                     |                | <b>\$968,947.45</b>   |
|                 | <b>Total:</b>  |                                     |                | <b>\$1,466,156.45</b> |

## TASK ORDER LOG

### COUNTYWIDE PLANNING BENCH/CONTRACT NO. PS4010-3041 TASK ORDER LOG VALUE ISSUED TO DATE

| Discipline No./<br>Description | Contract No.      | Contractor   | Value of Task<br>Orders Issued<br>to Date   |
|--------------------------------|-------------------|--|---|
| 1/Transportation Planning      | PS4010-3041-O-XX  | David Evans & Associates, Inc.                                       | \$459,587.68                                |
|                                | PS4010-3041-BB-XX | IBI Group  | \$343,471.02                                |
|                                | PS4010-3041-F-XX  | Cambridge Systematics, Inc.<br><br><i><b>This Pending Action</b></i> | \$2,373,455.74<br><br><b>+ \$497,209.00</b> |
|                                | PS4010-3041-U-XX  | Fehr & Peers   | \$896,537.11                                |
|                                | PS4010-3041-YY-XX | STV Corporation  | \$490,954.00                                |
|                                | PS4010-3041-I-XX  | CH2M Hill, Inc.  | \$286,865.00                                |
|                                | PS4010-3041-DD-XX | Iteris, Inc.   | \$1,063,293.06                              |
|                                | PS4010-3041-Y1-XX | HDR Engineering, Inc.  | \$1,641,541.24                              |
|                                | PS4010-3041-Y1-XX | KOA Corporation  | \$298,142.85                                |
|                                | PS4010-3041-RR-XX | Parsons Transportation Group   | \$1,832,178.00                              |
|                                | PS4010-3041-EE-XX | Kimley Horn & Associates, Inc.                                       | \$291,005.46                                |
|                                | PS4010-3041-A-XX  | AECOM Technical Services, Inc.                                       | \$799,193.33                                |
|                                |                   |  | Subtotal                                    |
| 2/Environmental Planning       | PS4010-3041-FF-XX | Kleinfelder West Inc.  | \$749,392.00                                |
|                                |                   | Subtotal   | \$749,392.00                                |

| <b>Discipline No./<br/>Description</b>                              | <b>Contract No.</b> | <b>Contractor</b>  | <b>Value of Task<br/>Orders Issued<br/>to Date</b> |
|---|---------------------|--|--|
| 6/Architecture  | PS4010-3041-RR-XX   | Parsons Transportation<br>Group  | \$115,817.00                                       |
|   |                     | Subtotal   | \$115,817.00                                       |
| 9/Environmental Graphic<br>Design                                   | PS4010-3041-WW-09   | Selbert Perkins Design   | \$248,361.00                                       |
|   |                     | Subtotal   | \$248,361.00                                       |
| 11/Financial Analysis   | PS4010-3041-I-XX    | CH2M Hill, Inc.  | \$587,011.00                                       |
|   |                     | Subtotal   | \$587,011.00                                       |
| 12/Land Use and<br>Regulatory Planning                              | PS4010-3041-BB-XX   | IBI Group  | \$299,986.00                                       |
|   |                     | Subtotal   | \$299,986.00                                       |
| 13/Sustainability/Active<br>Transportation                          | PS4010-3041-U-XX    | Fehr & Peers   | \$1,041,461.00                                     |
|   | PS4010-3041-XX-13   | Stantec Consulting<br>Services, Inc.                                       | \$618,390.76                                       |
|   |                     | Subtotal   | \$1,659,851.76                                     |
| 14/Database Technical<br>Services                                   | PS4010-3041-PP-14   | Novanis  | \$398,176.17                                       |
|   |                     | Subtotal   | \$398,176.17                                       |
| 17/Community<br>Outreach/Public<br>Education & Research<br>Services | PS4010-3041-EEE-17  | The Robert Group   | \$771,839.00                                       |
|   |                     | Subtotal   | \$771,839.00                                       |
|   |                     | <b>Total Task Orders<br/>Awarded to Date</b>                               | <b>\$16,103,867.42</b>                             |
|   |                     | <b>Board Authorized<br/>Not-To-Exceed (NTE)<br/>Cumulative Total Value</b> | <b>\$30,000,00.00</b>                              |
|   |                     | <b>Remaining Board<br/>Authorized NTE<br/>Cumulative Total Value</b>       | <b>\$13,896,132.58</b>                             |



## DEOD SUMMARY

## TASK ORDER NO. PS3420000

## LONG RANGE TRANSPORTATION PLAN DEVELOPMENT/PS4010-3041-F-XX

**A. Small Business Participation**

Cambridge Systematics, Inc. made a 15.30% Small Business Enterprise (SBE) commitment. The project is 32% complete. Current SBE participation is 0.71%, a shortfall of 14.59%. Cambridge Systematics explained, and was confirmed by Metro's Project Manager, that its shortfall is attributable to the outreach schedule for large scale stakeholders. Public outreach, scheduled to begin in September 2016, will increase SBE subcontractor utilization, and will continue until adoption of the Long Range Transportation Plan, scheduled for mid-2017.

Cambridge Systematics confirmed that SBE subcontractor, MBI Media, recently began participating in potential ballot measure public outreach events throughout the region. Cambridge Systematics also confirmed that its SBE subcontractors will play a larger role in helping to develop, refine, and implement the outreach approach in the upcoming months. Cambridge Systematics is expected to continue demonstrating progress toward meeting its SBE commitment. It is expected that SBE commitments will increase upon submittal of updated payment reports.

|                                  |                   |                                     |                  |
|----------------------------------|-------------------|-------------------------------------|------------------|
| <b>Small Business Commitment</b> | <b>15.30% SBE</b> | <b>Small Business Participation</b> | <b>0.71% SBE</b> |
|----------------------------------|-------------------|-------------------------------------|------------------|

|    | <b>SBE Subcontractors</b> | <b>% Committed</b> | <b>Current Participation<sup>1</sup></b> |
|----|---------------------------|--------------------|--|
| 1. | AVS Consulting Inc.       | 2.59%              | 0.71%                                    |
| 2. | D. Barton Doyle           | 2.58%              | 0.00%                                    |
| 3. | MBI Media                 | 10.13%             | 0.00%                                    |
|    | <b>Total</b>              | <b>15.30%</b>      | <b>0.71%</b>                             |

<sup>1</sup>Current Participation = Total Actual amount Paid-to-Date to DBE firms ÷ Total Actual Amount Paid-to-date to Prime.

**B. Living Wage and Service Contract Worker Retention Policy Applicability**

The Living Wage and Service Contract Worker Retention Policy is not applicable to this contract.

**C. Prevailing Wage Applicability**

Prevailing wage is not applicable to this contract.

**D. Project Labor Agreement/Construction Careers Policy**

Project Labor Agreement/Construction Careers Policy is not applicable to this contract.