



**THE PORT
OF LOS ANGELES**

Executive Director's
Report to the
Board of Harbor Commissioners

DATE: OCTOBER 8, 2014

FROM: GOODS MOVEMENT

**SUBJECT: RESOLUTION NO. _____ APPROVE REQUEST FOR ON-
CALL TRANSPORTATION ENGINEERING/PLANNING CONSULTING
SERVICES AGREEMENTS WITH ITERIS, INC.; CAMBRIDGE
SYSTEMATICS, INC.; AND PARSONS TRANSPORTATION GROUP**

SUMMARY:

Transportation studies in the specialized and unique goods movement field is an important element of the Goods Movement Division's mission. Studies are needed for a wide variety of activities and purposes including: grant applications, terminal/Port master planning, Caltrans Project Study Reports, specialized studies needed for environmental documents, and critical input/support to external agencies. Neither the City of Los Angeles Harbor Department (Harbor Department) nor other City of Los Angeles (City) departments have the sufficient resources to perform this work. Consequently, consulting services are needed. Three-year contracts, each in the amount of \$285,000 (a combined contract total of \$855,000), per Harbor Department approved budget, are requested with the following three firms: Iteris, Inc., Cambridge Systematics, Inc.; and Parsons Transportation Group.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners (Board):

1. Find that in accordance with the City Charter Section 1022, work under the subject contract can be performed more feasibly by an independent contractor rather than by City employees;
2. Approve the three on-call consulting services agreements for a term of three years, each in the amount of \$285,000 (a combined contract total of \$855,000) as follows:
 - a) Iteris, Inc. (Long Beach, CA);
 - b) Cambridge Systematics, Inc. (Los Angeles, CA);
 - c) Parsons Transportation Group (Irvine, CA);
3. Authorize the Executive Director to execute and the Board Secretary to attest to said agreements, for and on behalf of the Board; and
4. Adopt Resolution No. _____.

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Scope of Work - Transportation studies in the specialized and unique goods movement field is an important element of the Goods Movement Division's (GMD) purview. Studies are needed for a wide variety of activities and purposes. Transmittal 2 provides a detailed listing of anticipated consultant activities/tasks, including cost and budget. Approximately half of the expected costs of these services over the next three fiscal years (FY) will be eligible capital improvement program (CIP) expenses. The following are some of the key tasks:

- Support for grant applications;
- Terminal & rail capacity studies (including simulation) for environmental documents;
- Transportation planning/engineering studies for proposed new infrastructure; and
- Input/support to external agencies; e.g., ports traffic model data for United States Department of Transportation "Projects of National and Regional Significance" survey, Southern California Association of Governments' (SCAG) Regional Transportation Plan (RTP).

Since the inception of the GMD in 2007, some of these services have been procured through Engineering or Environmental Management Division on-call consulting services contracts for CIP eligible expenses. It is now the desire to consolidate these types of services to the greatest extent possible within the GMD, to thus minimize delays in conducting the work, as well as to reduce administrative tasks.

Justification of Consulting Services - In addition to the Director, the GMD staff is comprised of the following staff: a Transportation Engineering Associate III, a Senior Management Analyst II (primarily assisting the Director with grants), a secretary, and a student engineer. Given the division workload and mission, neither the Harbor Department nor other City of Los Angeles departments have the necessary number of qualified, technical staff to perform this work. Consequently, consulting services are needed, which are considered an "extension of staff." The following specific tasks/services are typically required for the activities/purposes listed above:

- Intermodal logistics, such as rail mode split and transloading;
- Railyard and rail system capacity analysis and simulation;
- Container terminal capacity analysis and simulation (including automated terminals);
- Ports traffic forecasting and travel demand model development and forecasting;
 - The GMD provides traffic data for incorporation into the federally required SCAG RTP, which is also then subsequently used for the federally required South Coast Air Quality Management District's Air Quality Management Plan. This traffic data is produced by a highly specialized transportation model that is a more detailed version of the SCAG RTP model. Because demand for these specific modeling services is episodic, it is not cost-effective to maintain specialized staff. In addition, the Harbor

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Department does not have the resources (specialized software and number of staff) to actually maintain and run the model on an on-going basis. Most local agencies, regardless of staff size, do not maintain and use a transportation model in-house (e.g., the City of Los Angeles Department of Transportation and Caltrans contract out for all modeling work, with some of the same consultants the Harbor Department utilizes). Moreover, there is a scarcity of transportation modelers in the profession, and only a handful that have developed truck models. Consequently, staff believes it is appropriate to retain consultants.

- Roadway capacity/level of service;
- Rail crossing analysis;
- Port auto and truck generation modeling;
- Port trip distribution, including origin-destination studies;
- Traffic counts & field capacity/LOS (level of service) studies;
- Benefit-cost analyses; and
- Conceptual design plans for transportation projects

Solicitation/Evaluation/Selection - In order to meet these needs, on November 4, 2013, the Harbor Department issued a Request for Qualifications (RFQ) for On-Call Transportation Engineering/Planning Services. The RFQ was posted on the Port of Los Angeles website, and 231 email notifications were also sent out to recipients on the Los Angeles Business Virtual Network. Prior to issuing the RFQ, the Human Resources Division determined that no union notification was required, and that in compliance with City Charter Section 1022, no other City employees have the expertise to perform the work.

The Harbor Department received Statements of Qualifications (SOQ) from five (5) firms. The following evaluation criteria, including scoring weight, were used:

- Firm Qualifications, Experience and References (40%);
- Project Organization, Personnel and Staffing (40%);
- Project Management Approach, Work Plan, and Management (15%); and
- Cost Effectiveness (5%)

The SOQs were evaluated by two members of the GMD staff and a Transportation Engineer from the City Department of Transportation. Four of the five firms were selected to be interviewed. The fifth firm was not interviewed because the firm would not be able to provide the range of services identified in the RFQ. Based upon the combined SOQ and interview scores, the review committee selected three firms to provide on-call consulting services. A few different ranking methodologies were used (total scores, ranks, average scores/ranks, and normalized scores/ranks) which all yielded the same results. The detailed scores/rankings for the SOQ and interviews are included in Transmittal 1.

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The three firms that have been selected are:

- Iteris, Inc.
- Cambridge Systematics, Inc.
- Parsons Transportation Group

ECONOMIC BENEFITS:

Spending under this Board action will support the equivalent of 6 direct and 7 secondary one-year-equivalent jobs in the five-county region.

ENVIRONMENTAL ASSESSMENT:

The proposed action is approval of agreements between the City of Los Angeles Harbor Department and three consulting firms for as-needed transportation engineering and goods movement planning consulting services (Transmittal 3). As an administrative activity, the Director of Environmental Management has determined that the proposed action is exempt from the California Environmental Quality Act (CEQA) in accordance with Article II, Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

The three contracts will require a maximum of \$855,000 in budget funding, over a three-year period. These funds would be provided through the Harbor Department budget in the following manner:

Budget Source	Amount
FY15 Goods Movement – outside services (less eCivis subscription) Center: 0442; Account: 54290; Program: 000	\$146,215
FY15 CIP funds will not be expended if environmental phase doesn't commence for CIP projects listed in Transmittal 2 (except for Sampson Way project related work) Center: 1900; Account: 54260; Program: 000	\$200,000
FY16 & FY17 Goods Movement outside services (assumed/to be requested)	\$303,785
FY16 & FY17 CIP (assumed/to be requested; see Transmittal 2 for details)	\$205,000
Total	\$855,000

Future Fiscal Year (FY) funding for these agreements will be requested via the budget process. A more detailed breakdown of planned and anticipated tasks/projects to be completed with the agreements, as well as current and anticipated sources of funds, are contained in Transmittal 2. A funding out clause is included in each of the three agreements.

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CITY ATTORNEY:

The Office of the City Attorney has prepared and approved all agreements as to form and legality.

TRANSMITTALS:

1. Evaluation results
2. Proposed Budget and Funding
3. Agreements
 - a. Agreement with Iteris, Inc.
 - b. Agreement with Cambridge Systematics, Inc.
 - c. Agreement with Parsons Transportation Group

FIS Approval: WR (initials)
CA Approval: WR (initials)



KERRY CARTWRIGHT, P.E.
Director of Goods Movement



MICHAEL R. CHRISTENSEN, P.E.
Deputy Executive Director

APPROVED:



EUGENE D. SEROKA
Executive Director

KC:sy
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