



DATE: MAY 5, 2011

FROM: GOODS MOVEMENT DIVISION

SUBJECT: RESOLUTION NO. _____ APPROVE REQUEST FOR ON-CALL TRANSPORTATION ENGINEERING/PLANNING CONSULTING SERVICES AGREEMENTS WITH CAMBRIDGE SYSTEMATICS, INC; DKS ASSOCIATES; RAJU ASSOCIATES, INC; AND URS CORPORATION

SUMMARY:

Transportation studies in the specialized and unique ports/goods movement field are an important element of the Goods Movement Division's purview. Studies are needed for a wide variety of activities and purposes including: grant applications; terminal/Port master planning; Caltrans Project Study Report/Report Equivalent traffic studies; specialized studies needed for environmental documents; and critical input/support to external agencies. Neither the Harbor Department nor the other City of Los Angeles departments have the necessary technical staff to perform this work. Consequently, consulting services are needed for many tasks including those that are specialized and require specialty skills. As such, three-year contracts, each in the amount of \$180,000 (a combined contract total of \$720,000), are requested with the following four firms: Cambridge Systematics, Inc.; DKS Associates; Raju Associates, Inc.; and URS Corporation.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners:

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 four on-call consulting services agreements for a term of three years, each in the amount of \$180,000 (a combined contract total of \$720,000) as follows:
 - a) Cambridge Systematics, Inc. (Los Angeles, CA);
 - b) DKS Associates (Santa Ana, CA);
 - c) Raju Associates, Inc. (Pasadena, CA);
 - d) URS Corporation (Santa Ana, 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

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4. Adopt Resolution No. _____.

DISCUSSION:

Scope of Work – Transportation studies in the specialized and unique ports/goods movement field are an important element of the Goods Movement Division’s purview. Studies are needed for a wide variety of activities and purposes including:

- Grant applications;
- Terminal/Port master planning (e.g., upcoming Port Master Plan update, in which updated terminal capacities are needed);
- Caltrans Project Study Report/Report Equivalent traffic studies, which are required for grant applications;
- Specialized studies needed for environmental documents;
- Critical input/support to external agencies; e.g., Southern California Association of Governments (SCAG) Regional Transportation Plan (RTP) and Los Angeles County Metropolitan Transportation Authority (METRO) Long-range Transportation Plan; and
- Support for the Zero Emissions Container Movement System effort.

Justification of Consulting Services

The Goods Movement Division staff is comprised of a Director and a Management Aide that primarily provides clerical/administrative support, plus a student intern that assists the Management Aide. Thus, the Division does not have the necessary technical staff to perform the work. Additionally, other Harbor Department divisions and the other departments of the City do not have the necessary technical staff either. These services are primarily needed for specialized activities/tasks that require unique skills, as stipulated in the request for qualifications (RFQ). The following specific tasks/services are required for the activities/purposes listed previously:

- Intermodal logistics, such as rail mode split and transloading;
- Railyard and rail system capacity analysis and simulation;
- Container terminal capacity analysis and simulation;
- Traffic forecasting and travel demand model development and forecasting;
- Roadway capacity/level of service;
- Rail crossing analysis;
- Port auto and truck generation modeling;
- Port trip distribution, including origin-destination studies;
- Field capacity/LOS (level of service) studies including passenger-car-equivalent studies;

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- Cost-benefit analysis for grant applications; and
- Conceptual design plans for transportation projects.

Additionally, on-call services are needed for unanticipated requests for studies from outside the Harbor Department; e.g. the recent Port of Long Beach Request for Concepts and Solutions for the Zero Emissions Container Movement System (2010) and the Inland Port Study (2010), as requested by the Mayors of Long Beach and Los Angeles. These unexpected services, along with grant support services, have cost the Harbor Department about \$290,000 over the last two years. Therefore, due to the need for and importance of transportation studies for the aforementioned activities, coupled with the limited Harbor Department resources, on-call consulting services are required.

Solicitation/Evaluation/Selection

The Goods Movement Division (Division) issued a RFQ for the aforementioned activities/purposes and tasks/services. The RFQ was issued via the following means: on the Harbor Department's website; direct issuance to firms in the Harbor Department's Contracts Management Database, *DiversityXchange*; and direct issuance to 43 firms in the Division's consultant database.

Fourteen (14) firms submitted Statements of Qualifications (SOQ). The SOQs were evaluated and ranked by the review committee, comprised of: the Director of Goods Movement; a Senior Transportation Engineer for the Harbor Department; and a Transportation Planner at the Port of Long Beach. The following criteria were used in the SOQ evaluations: corporate experience and qualifications; staff qualifications; project management system; and cost effectiveness (see attachments for details on scores). The following top eight (8) rated firms were invited for interviews:

- AECOM
- Cambridge Systematics, Inc. (CSI)
- DKS Associates
- Halcrow, Inc.
- Iteris, Inc.
- Raju Associates, Inc.
- TranSystems
- URS Corporation

Based upon the SOQ and interview scores, the review committee selected four firms to provide on-call consulting services. A few different ranking methodologies were used (total scores, averaging scores, normalizing scores), which yielded identical results. Except where noted otherwise, the following selected firms all have Small Business Enterprise (SBE) and Very Small Business Enterprise (VSBE) subconsultants, despite the RFQ being issued prior to the implementation of the Harbor Department's VSBE program: CSI, DKS, Raju

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Associates (100% VSBE), and URS. Cambridge Systematics, Inc and URS Corporation have been, or are presently, retained by the Environmental Management and/or Engineering Divisions. DKS and Raju Associates have never been retained by the Harbor Department. The detailed evaluation results are included in Transmittal 1.

ECONOMIC BENEFITS:

Spending under this Board action will support the equivalent of five direct and seven 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 four consulting firms for as-needed transportation engineering and goods movement planning consulting services. 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:

Approval of the four proposed agreements described herein would commit \$180,000 per agreement, for a total \$720,000 over a three-year period. For fiscal year (FY) 2011-2012, \$240,000 has been requested as part of the annual budget adoption process, subject to Board approval. If these contracts are approved and executed before the end of FY 2010-2011, and a small amount of costs are incurred, ample funds in the amount of \$158,000 are available in Center 0442, Account 54290, Program 000. Future fiscal year funding for these agreements will be requested to be budgeted as part of the annual budget adoption process, upon Board approval. A funding out clause is included in each of the four agreements.

CITY ATTORNEY:

As of April 14, 2011, the Office of the City Attorney has prepared and approved all agreements as to form and legality.

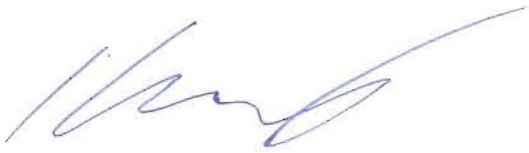
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TRANSMITTALS:

1. Evaluation results
2. Agreements
 - a. Agreement with Cambridge Systematics, Inc.
 - b. Agreement with DKS Associates
 - c. Agreement with Raju Associates, Inc.
 - d. Agreement with URS Corporation



KERRY CARTWRIGHT, P.E.
Director of Goods Movement



MICHAEL R. CHRISTENSEN
Deputy Executive Director

FIS Approval: WJ
CA Approval: TR

APPROVED:



for GERALDINE KNATZ, Ph.D.
Executive Director

KC:jb