



**THE PORT  
OF LOS ANGELES**

Executive Director's  
Report to the  
Board of Harbor Commissioners

**DATE: DECEMBER 17, 2020**

**FROM: GOODS MOVEMENT**

**SUBJECT: RESOLUTION NO. \_\_\_\_\_ APPROVE REQUEST FOR  
ON-CALL TRANSPORTATION ENGINEERING/PLANNING  
PROFESSIONAL SERVICES AGREEMENTS WITH: AECOM;  
CAMBRIDGE SYSTEMATICS, INC.; HATCH; ITERIS, INC.; AND WSP.**

**SUMMARY:**

Staff requests that the Board of Harbor Commissioners approve five on-call professional services agreements for terms of three years each, in a cumulative amount of \$675,000, with the following firms: AECOM; Cambridge Systematics, Inc.; Hatch; Iteris, Inc.; and WSP. The Goods Movement Division (GMD) requires outside professional services for a variety of purposes including, but not limited to: grant applications; traffic studies for proposed transportation projects; and terminal/rail system simulation and capacity analyses. The Harbor Department is financially responsible for costs incurred under the proposed agreements.

**RECOMMENDATION:**

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

1. Find that the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II, Section 2(f) of the Los Angeles City CEQA Guidelines;
2. Find that in accordance with the City Charter Section 1022, work under the subject agreements can be performed more feasibly by outside consultants rather than by City employees;
3. Approve five on-call professional services agreements for a term of three years each (with a cumulative total of \$675,000), as follows:
  - AECOM (\$125,000)
  - Cambridge Systematics, Inc. (\$200,000)
  - Hatch (\$200,000)
  - Iteris, Inc. (\$75,000)
  - WSP (\$75,000)

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4. Authorize the Executive Director to execute and the Board Secretary to attest to said agreements, for and on behalf of the Board; and
5. Adopt Resolution No. \_\_\_\_\_.

**DISCUSSION:**

The GMD is requesting approval for professional services agreements with five firms to provide on-call transportation engineering/planning and goods movement related services. In addition to the Director, the GMD staff only includes two other professional staff, a Harbor Engineer and a Transportation Engineer. Given the division workload and purview, neither the rest of the Harbor Department nor other City of Los Angeles departments have the necessary qualified staff to perform this work. Consequently, consulting services are needed, which are considered an "extension of staff, and in which the GMD staff closely direct and manage the specialized work. The following specific tasks/services are typically required:

- Grant applications support, when necessary
  - GMD staff prepare grant applications, but at times needs assistance with graphics and desktop publishing, or technical analyses such as rail simulation
- Container terminal and rail system simulation modeling: The GMD has retained consultants for use of their proprietary models and also the Rail Traffic Controller (RTC) simulation model. The RTC modeling is conducted for Class I railroads and ports throughout North America, including the Harbor Department and Port of Long Beach, for several previous rail studies. Only a handful of engineering firms in North America use the RTC model.
- Enhancements to port trip generation model developed by GMD: This model is utilized in most of the Harbor Department environmental documents, traffic studies, and grant applications. Additionally, this model is utilized by the California State Department of Transportation (Caltrans) for numerous corridor projects and it's integrated into the Southern California Association of Governments' (SCAG) Regional Transportation Plan (RTP), which is prepared every four years.
- Logistics research (e.g. Transloading)
- Port of Los Angeles/Long Beach transportation model development
  - Since 1999, the Director of the GMD has developed and has been constantly improving/updating the transportation model, which is used for all environmental documents and grant applications. This model is also a fundamental component 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 Department does not have the resources (specialized software and number

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of staff) to actually maintain and use 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, Caltrans, and the POLB contract out for all modeling work, using the same consultants the Harbor Department utilizes).

- Cargo origin-destination data (such as Geostamp) & traffic count data: required for all environmental documents, traffic studies, and grants
- Transportation technology research & design

Solicitation/Evaluation/Selection – In May 2020, the Harbor Department issued a Request for Qualifications (RFQ). In compliance with City Charter Section 1022, prior to issuing the RFQ, the Human Resources Division determined that no other City employees have the expertise to perform the work. The Harbor Department received ten (10) Statements of Qualifications (SOQ). The following SOQ evaluation criterion, 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 senior transportation planner from the POLB. Based upon the submitted SOQ document, five of the firms were selected to be interviewed. The review committee recommended contracting with all five interviewed firms considering: the combined SOQ and interview scores, each firm’s specialized and sometimes unique expertise, and the GMD needs. The five firms are as follows (in alphabetical order, with requested contract amount):

Firm	Key Services	Amount
AECOM	Terminal/rail capacity & simulation modeling; RTC modeling; traffic engineering/planning (TE/TP); transportation modeling (TM)	\$125,000
CSI	TE/TP; TM; terminal/rail capacity & simulation modeling via subconsultant; RTC modeling via subconsultant;	\$200,000
Hatch	Terminal/rail capacity & simulation modeling; RTC modeling; TE/TP via subconsultant; TM via subconsultant;	\$200,000
Iteris	TE/TP; TM; terminal simulation via subconsultant;	\$75,000
WSP	Terminal/rail capacity & simulation modeling; RTC modeling; TE/TP; TM	\$75,000

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

**FINANCIAL IMPACT:**

Approval of the proposed agreements would create a contractual relationship between the Harbor Department and each of the selected firms for a three-year period, in an aggregate amount not-to-exceed \$675,000. The amount to be used for each contract is subject to annual budget constraints. The five agreements will require up to \$675,000 in budget funding over 36 months, and would be funded through the following accounts:

<b>Accounts</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>Total</b>
Capital Improvement Program; WO (various) Center 1900, Program 000, Account: 54290	\$20,000	\$60,000	\$60,000	\$60,000	<b>\$200,000</b>
Goods Movement Center 0442, Program 000, Account 54290	\$97,000	\$126,000	\$126,000	\$126,000	<b>\$475,000</b>
	<b>\$117,000</b>	<b>186,000</b>	<b>186,000</b>	<b>\$186,000</b>	<b>\$675,000</b>

Fiscal Year (FY) 2021 funding in the amount of \$117,000 is available within the accounts noted above. Future fiscal year (FY) funds will be requested as part of the Harbor Department's annual budget process, subject to board approval. A funding out clause is included in each agreement.

**CITY ATTORNEY:**

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. Agreement with AECOM
3. Agreement with Cambridge Systematics, Inc.
4. Agreement with Hatch
5. Agreement with Iteris, Inc.
6. Agreement with WSP

FIS Approval: MB  
CA Approval: SP



KERRY CARTWRIGHT, P.E.  
Director of Goods Movement



ANTONIO V GIOIELLO, P.E.  
Deputy Executive Director

APPROVED:



FOR

EUGENE D. SEROKA  
Executive Director

KC:s

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