



**THE PORT
OF LOS ANGELES**
Executive Director's
Report to the
Board of Harbor Commissioners

DATE: JANUARY 25, 2018

FROM: GOODS MOVEMENT

SUBJECT: RESOLUTION NO. _____ APPROVE REQUEST FOR ON-CALL TRANSPORTATION ENGINEERING/PLANNING AND GOODS MOVEMENT/LOGISTICS PROFESSIONAL SERVICES AGREEMENTS WITH: AECOM; CAMBRIDGE SYSTEMATICS, INC.; ITERIS, INC.; MOFFATT & NICHOL ENGINEERS; AND WSP USA.

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 \$800,000, with the following firms: AECOM; Cambridge Systematics, Inc.; Iteris, Inc.; Moffatt & Nichol Engineers; and WSP USA. 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; terminal/rail system simulation and capacity analyses; and logistics research. 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 California Environmental Quality Act (CEQA) in accordance with 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 \$800,000), as follows:
 - AECOM (\$150,000)
 - Cambridge Systematics, Inc. (\$300,000)
 - Iteris, Inc. (\$100,000)
 - Moffatt & Nichol Engineers (\$100,000)
 - WSP USA (\$150,000)

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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 (TE/P) and goods movement/logistics (GM/L) services. Given the division workload and mission, neither the Harbor Department nor other City of Los Angeles (COLA) departments have the necessary number of qualified, technical staff to perform this work. Consequently, outside professional services are needed as necessary. These services are considered an "extension of staff," in which the GMD staff closely direct and manage the work. The following specific types of 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
- Enhancements to port trip generation model developed by GMD: this model is utilized in all environmental documents, traffic studies, and grant applications
- Logistics research (e.g. Transloading)
- Port of Los Angeles/Long Beach (POLA/POLB) 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 Southern California Association of Governments (SCAG) Regional Transportation Plan (RTP) model. The GMD provides model data for direct incorporation into the federally required 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 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 COLA Department of Transportation, Caltrans, and the POLB contract out for all modeling work, using the same consultants the Harbor Department utilizes).
- Cargo origin-destination & traffic count data: required for all traffic studies and grants
- Transportation technology research & deployment

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Solicitation/Evaluation/Selection - In March 2017, the Harbor Department issued two separate Requests for Qualifications (RFQ): one for TE/P services and another for GM/L services. 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 six (6) and three (3) Statements of Qualifications (SOQ) for the TE/P and GM/L services, respectively. The following evaluation criteria was used:

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

The SOQs were evaluated by two members of the GMD staff and a transportation planner from the POLB. Based upon the submitted SOQ document, four of the six TE/P and all three GM/L firms were selected to be interviewed. Based upon the combined SOQ and interview scores, the review committee selected the following firms:

<i>Transportation Engineering/Planning</i>	<i>Goods Movement/Logistics</i>
AECOM	AECOM
Cambridge Systematics, Inc.	Moffatt & Nichol Engineers
Iteris, Inc.	WSP USA

ENVIRONMENTAL ASSESSMENT:

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. As an administrative activity, the Director of Environmental Management has determined that the proposed action is administratively 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 amount to be used for each contract is subject to annual budget constraints. The five agreements will require up to \$800,000 in budget funding, over a three-year period and would be provided from the following accounts:

Budget Source	Amount
FY18 outside services (remaining); Center: 0442; Account: 54290; Program: 000	\$260,000
FY19-FY21 Goods Movement outside services (assumed & to be requested)	\$819,000
FY19-FY21 CIP (estimated amount; includes grant projects)	\$345,000
Total	\$1,424,000

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As shown above, assuming the FY18 operating budget for outside services remains constant, in combination with the estimated amount assumed for capitalization of agreement expenditures, sufficient budget funding is expected to cover the proposed \$800,000 costs, if incurred. Future fiscal year funds will be requested as part of the Harbor Department's annual budget process. A funding out clause is included in each agreement. The remaining operating budget not used for these proposed on-call agreements will be used for an impending joint rail study with the (POLB), for which separate Board approval for a cost-sharing agreement will be sought within the next few months. The GMD staff is currently finalizing that study scope/cost with the POLB and the jointly selected consultant team.

CITY ATTORNEY:

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

TRANSMITTALS:

1. Evaluation results
2. Agreement with AECOM
3. Agreement with Cambridge Systematics, Inc.
4. Agreement with Iteris, Inc.
5. Agreement with Moffatt & Nichol Engineers
6. Agreement with WSP USA

FIS Approval: MB
CA Approval: JMC



KERRY CARTWRIGHT, P.E.
Director of Goods Movement



ANTONIO V GIOIELLO, P.E.
Deputy Executive Director

APPROVED:



EUGENE D. SEROKA
Executive Director

KC:s

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