

## PROCUREMENT SUMMARY

**METRO GOLD LINE EASTSIDE ACCESS  
1<sup>st</sup>/ CENTRAL STATION IMPROVEMENT PROJECT/ AE439330011938**

1.	<b>Contract Number:</b> AE439330011938 (RFP No. AE11938)	
2.	<b>Recommended Vendor:</b> Ted Tokio Tanaka Architects	
3.	<b>Type of Procurement (check one):</b> <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input checked="" type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	<b>Procurement Dates:</b>	
	<b>A. Issued:</b> May 14, 2015	
	<b>B. Advertised/Publicized:</b> May 14, 2015	
	<b>C. Pre-Proposal/Pre-Bid Conference:</b> May 21, 2015	
	<b>D. Proposals/Bids Due:</b> June 15, 2015	
	<b>E. Pre-Qualification Completed:</b> September 8, 2015	
	<b>F. Conflict of Interest Form Submitted to Ethics:</b> June 17, 2015	
	<b>G. Protest Period End Date:</b> February 23, 2016	
5.	<b>Solicitations Picked up/Downloaded:</b> 127	<b>Proposals Received:</b> 5
6.	<b>Contract Administrator:</b> Erika Estrada	<b>Telephone Number:</b> (213) 922-1102
7.	<b>Project Manager:</b> Dolores Roybal Saltarelli	<b>Telephone Number:</b> (213) 922-3024

**A. Procurement Background**

This Board Action is to approve Contract No. AE439330011938 (RFP No. AE11938) for Architectural and Engineering (A&E) services for design development, final design, project costing and stakeholder outreach for the 1st/Central Station Improvement Project. The objective of the work is to develop a sustainable plan to serve and enhance multi-modal access within a one-mile radius of the 1st/Central station along the Regional Connector.

This is an A&E qualifications based Request for Proposal (RFP) issued in accordance with Metro's Acquisition Policy and Procedure Manual and the contract type is a firm fixed price. This RFP was issued under the Small Business Set-Aside Program and was open to Metro Certified Small Businesses only.

One amendment was issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on June 5, 2015, provided responses to proposers' questions, provided four reference documents on Metro's File Transfer Protocol (FTP) site for proposers to access available resource documents, provided the pre-proposal conference sign-in sheets, and the planholders' list.

A pre-proposal conference was held on May 21, 2015 and attended by 33 participants representing 30 companies. There were 15 questions asked and responses were released prior to the proposal due date.

A total of 127 firms downloaded the RFP and were included in the planholders' list. A total of five proposals were received on June 15, 2015.

## **B. Evaluation of Proposals/Bids**

A Proposal Evaluation Team (PET) consisting of staff from Metro's New Mobility Regional Initiatives, Bike Programs, and Shared Mobility & Implementation was convened and conducted a comprehensive technical evaluation of the proposals received.

The proposals were evaluated based on the following evaluation criteria and weights:

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|--|-----|
| • Degree of Skills and Experience  | 50% |
| • Effectiveness of Management Plan and Quality                             | 25% |
| • Understanding of Work and Appropriateness of Approach for Implementation | 25% |

The evaluation criteria are appropriate and consistent with criteria developed for other, similar A&E design procurements. Several factors were considered when developing these weights, giving the greatest importance to the degree of skills and experience of the team. The PET evaluated the proposals according to the pre-established evaluation criteria.

This is an A&E qualifications based procurement. Price cannot be used as an evaluation factor pursuant to state and federal law.

Prior to proposals being distributed to the PET for evaluation, DEOD reviewed the firms that submitted proposals in order to confirm their Metro Small Business Enterprise (SBE) certification status. Of the five proposals received, two were deemed non-responsive, Asakura Robinson Company and Baumgartner + Uriu, as these firms were not Metro SBE certified, and therefore, were not eligible for further consideration.

On June 16, 2015, the three proposals deemed as eligible Metro SBE certified firms were distributed to the PET. During the weeks of June 16 to August 3, 2015, the PET completed its independent evaluation of the proposals received. All three proposals were determined to be within the competitive range and are listed below in alphabetical order:

1. Base Architecture, Planning and Engineering
2. Ted Tokio Tanaka Architects (TTTA)
3. V&A, Inc.

The final scoring determined Ted Tokio Tanaka Architects to be the highest technically qualified firm.

This project is funded by a grant from the U.S. Department of Transportation Federal Transit Administration (FTA) which requires approvals for the Transportation Investment Generating Economic Recovery (TIGER VI) grant and a Categorical Exemption. Approvals were received September 22, 2015, and December 4, 2015, respectively.

**Qualifications Summary of Recommended Firm:**

Ted Tokio Tanaka Architects (TTTA), a Metro certified SBE, offers architecture, design, computer aided design, urban design, and project management services. The proposed team demonstrated several years of significant experience on similar projects within the project area, i.e. Little Tokyo/Arts District Station Community Linkages Program, Metro Eastside Extension Little Tokyo/Arts District Subway Station Final Design, Community Linkages for the Eastside Metro Rail Project, Cluster A Union Station, Little Tokyo & Pico/Aliso, the Metro Airport Connector, the Los Angeles Community College (LACC) Red Line Connector project, design for the Little Tokyo/Arts District Goldline Station, Regional Connector Phases I & II engineering and design support during construction, and the Los Angeles International Airport Beautification enhancements project.

The work plan discussed the design development documents, design concepts, project implementation schedule, supplemental engineering, project costing, and the required community outreach program. The outreach approach provides open houses, workshops and community meetings for local residents to understand the project which was responsive and met Metro’s needs.

Following is a summary of the PET scores:

	<b>FIRM</b>	<b>Average Score</b>	<b>Factor Weight</b>	<b>Weighted Average Score</b>	<b>Rank</b>
<b>1</b>	<b>Ted Tokio Tanaka Architects</b>				
<b>2</b>	Degree of Skills and Experience	42.10	50.00%	84.20	
<b>3</b>	Effectiveness of Management Plan and Quality	20.63	25.00%	82.53	
<b>4</b>	Understanding of Work and Appropriateness of Approach for Implementation	19.47	25.00%	77.87	
<b>5</b>	Total	<b>82.20</b>	<b>100.00%</b>		<b>1</b>

<b>6</b>	<b>Base Architecture, Planning and Engineering</b>				
<b>7</b>	Degree of Skills and Experience	<b>38.57</b>	<b>50.00%</b>	<b>77.13</b>	
<b>8</b>	Effectiveness of Management Plan and Quality	<b>18.57</b>	<b>25.00%</b>	<b>74.27</b>	
<b>9</b>	Understanding of Work and Appropriateness of Approach for Implementation	<b>18.77</b>	<b>25.00%</b>	<b>75.07</b>	
<b>10</b>	Total	<b>75.91</b>	<b>100.00%</b>		<b>2</b>
<b>11</b>	<b>V&amp;A, Inc.</b>				
<b>12</b>	Degree of Skills and Experience	<b>32.50</b>	<b>50.00%</b>	<b>65.00</b>	
<b>13</b>	Effectiveness of Management Plan and Quality	<b>17.70</b>	<b>25.00%</b>	<b>70.80</b>	
<b>14</b>	Understanding of Work and Appropriateness of Approach for Implementation	<b>17.67</b>	<b>25.00%</b>	<b>70.67</b>	
<b>15</b>	Total	<b>67.87</b>	<b>100.00%</b>		<b>3</b>

### **C. Cost/Price Analysis**

The recommended price of \$1,793,023 has been determined to be fair and reasonable based upon Metro's Management and Audit Services (MAS) audit findings, an independent cost estimate, cost analysis, technical evaluation, fact finding, and negotiations.

The negotiated amount includes clarifications to the required environmental efforts. Due to the FTA categorical exemption, there is minimal environmental work and data collection required for the project. Conversely, major coordination efforts are required with various stakeholders such as the Regional Connector project, Los Angeles County Engineers, and the City of Los Angeles. The negotiated amount addresses the major coordination efforts not fully reflected in the independent cost estimate. Metro staff successfully negotiated a cost savings of \$1,705,635 from the firm's proposed price.

<b>Proposer Name</b>	<b>Proposal Amount</b>	<b>Metro ICE</b>	<b>Negotiated Amount</b>
Ted Tokio Tanaka Architects	\$3,498,658	\$1,396,942	\$1,793,023

### **D. Background on Recommended Contractor**

The recommended firm, TTTA, located in Los Angeles, California, has been in business for 30 years, is an architecture, master planning, and urban design firm. TTTA has designed several public, private, commercial, and residential projects in the greater Los Angeles region.

The proposed team is comprised of staff from TTTA and seven subcontractors (two SBE and five non-SBE firms). The proposed team has extensive experience with FTA and TIGER VI grants. Further, the proposed team is very experienced working with Metro, Caltrans, the City of Los Angeles, and the community members involved in the project area. The proposed project manager has more than 22 years of experience. The project manager has extensive knowledge and experience working with the project stakeholders identified in the statement of work. Overall, TTTA's proposal strongly demonstrated project understanding, the required community outreach efforts, and presented a complete, technically qualified team that would be able to successfully deliver the design documents.