

PROCUREMENT SUMMARY

CONSULTANT SUPPORT SERVICES FOR EXPRESSLANES
OPERATIONS AND PLANNING/PS100159000

1.	Contract Number: PS100159000	
2.	Recommended Vendor: HNTB Corporation	
3.	Type of Procurement (check one): ☐ IFB ☒ RFP ☐ RFP-A&E ☐ Non-Competitive ☐ Modification ☐ Task Order	
4.	Procurement Dates:	
	A. Issued : May 5, 2023	
	B. Advertised/Publicized: May 9, 2023	
	C. Pre-Proposal Conference: May 11, 2023	
	D. Proposals Due: June 28, 2023	
	E. Pre-Qualification Completed: October 23, 2023	
	F. Ethics Declaration Forms submitted to Ethics: July 5, 2023	
	G. Protest Period End Date: February 20, 2024	
5.	Solicitations Picked up/Downloaded: 68	Proposals Received: 2
6.	Contract Administrator: Andrew Conriquez	Telephone Number: 213-922-3528
7.	Project Manager: Rosa Zamorano	Telephone Number: 213-922-5584

A. Procurement Background

This Board Action is to approve the award of Contract No. PS100159000 issued to provide Consultant Support Services for ExpressLanes Operations and Planning. Board approval of contract award is subject to the resolution of any properly submitted protest(s), if any.

The Request for Proposals (RFP) was issued in accordance with Metro's Acquisition Policy and the contract type is firm fixed price. The RFP was issued under the Medium-Size Business Enterprise Program II (MSZ-II) with a Small Business Enterprise (SBE) goal of 22% and a Disabled Veteran Business Enterprise (DVBE) goal of 3%. Under the MSZ-II program, the RFP allowed any size firm to propose. However, Metro would entertain proposals from firms that are non-MSZ only in the event Metro did not receive more than one MSZ-II proposal. It was also subject to the Local Small Business Enterprise (LSBE) Preference program, which awards a bonus of 5 preference points for the utilization of local small business firms. The Workforce Initiative Now (WIN-LA) program was also applicable.

Three amendments were issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on May 8, 2023, provided an updated Exhibit A – Scope of Services with a Dropbox link to appendices;
- Amendment No. 2, issued on May 20, 2023, provided updates to Exhibit 1 - SBE/DVBE Proposal Forms (1-6) and Exhibit 12 – Labor Allocation Schedule;

- Amendment No. 3, issued on June 8, 2023, extended the proposal due date.

A total of 68 firms downloaded the RFP and were included in the plan holders list. A virtual pre-proposal conference was held on May 11, 2023. There were 41 attendees representing 21 firms. There were 45 questions asked and responses were released prior to the proposal due date.

A total of two proposals were received on June 28, 2023, from the following non-MSZ-II firms listed below in alphabetical order:

1. HNTB Corporation
2. Kimley-Horn and Associates, Inc.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from Metro ExpressLanes and Planning Departments was convened and conducted a comprehensive technical evaluation of the proposals received.

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

• Demonstrated Project Experience and Qualifications	10%
• Key Project Team Experience	15%
• Approach To Tasks 1, 11, and 12 (Administrative Background)	10%
• Approach To Tasks 2-5 (Toll System Management/Oversight)	20%
• Approach To Tasks 6-10 (ExpressLanes Ops. Oversight/Support)	23%
• Cost	20%
• Workforce Initiative Now (WIN-LA)	2%
• Local Small Business Enterprise (LSBE) Preference Program	5%

The evaluation criteria are appropriate and consistent with criteria developed for other similar professional service procurements. Several factors were considered when developing these weights, giving the greatest importance to Approach to Tasks 6-10 (ExpressLanes Operations and Oversight Support).

On September 19, 2023, the PET completed its independent evaluation of the technical proposals, and both firms were determined to be within the competitive range. In addition, the PET determined that oral presentations were not needed and HNTB Corporation was determined to be technically qualified to perform the work.

Qualifications Summary of Firms within the Competitive Range:

HNTB Corporation

Founded in 1914, HNTB has been involved in ExpressLanes, tolling, planning, engineering, specifications and estimates for highways in Southern California. HNTB Corporation has been involved in procuring, delivering and operating more

than half of the 71 ExpressLanes in the United States. In addition, HNTB has worked on previous ExpressLanes projects with Riverside County Transportation Commission (RCTC), Orange County Transportation Authority (OCTA), San Bernardino County Transportation Authority (SBCTA), and LA Metro.

In their proposal, HNTB described their knowledge of the experience with the Roadside Toll Collection System, Back Office Systems, Customer Service Center for Metro ExpressLanes. They demonstrated their understanding of the I-110/I-10 ExpressLanes technical aspects, policy decisions and complexities of Metro's challenges. In addition, HNTB committed to allocating 10% or more of total labor wages and benefits to hiring and supporting WIN-LA candidates.

Kimley-Horn and Associates, Inc.

Kimley-Horn and Associates, Inc., founded in 1967, is a private national planning, engineering, environmental, and design consulting firm. Some of their areas of expertise are in toll technology, transportation, and ITS projects. Kimley-Horn and Associates, Inc., has several hundred staff based in Southern California and an office in Los Angeles.

Kimley-Horn and Associates, Inc.'s proposal demonstrated experience in ExpressLanes, transportation, and planning projects such as the I-680, I-580 Eastbound, and SR-85 in the San Francisco Bay Area, as well as the I-5 ExpressLanes in San Diego County. However, the proposal lacked details that fully addressed aspects of the evaluation criteria and did not articulate a cohesive response to the RFP.

A summary of the PET scores is provided below:

	Firm	Weighted Average Score	Factor Weight	Average Score	Rank
1	HNTB Corporation				
2	Demonstrated Project Experience and Qualifications	90.70	10.00%	9.07	
3	Key Project Team Experience	93.33	15.00%	14.00	
4	Approach To Tasks 1, 11, and 12 (Administrative Background)	87.70	10.00%	8.77	
5	Approach To Tasks 2-5 (Toll System Management/Oversight)	89.15	20.00%	17.83	
6	Approach To Tasks 6-10 (ExpressLanes Operations Oversight/Support)	88.26	23.00%	20.30	
7	Cost	100.00	20.00%	20.00	

8	Workforce Initiative Now (WIN-LA)	100.00	2.00%	2.00	
9	Local Small Business Enterprise (LSBE) Preference Program	100.00	5.00%	5.00	
10	Total		105.00%	96.97	1
11	Kimley-Horn and Associates, Inc.				
12	Demonstrated Project Experience and Qualifications	76.70	10.00%	7.67	
13	Key Project Team Experience	74.00	15.00%	11.10	
14	Approach To Tasks 1, 11, and 12 (Administrative Background)	70.30	10.00%	7.03	
15	Approach To Tasks 2-5 (Toll System Management/Oversight)	75.85	20.00%	15.17	
16	Approach To Tasks 6-10 (ExpressLanes Operations Oversight/Support)	74.78	23.00%	17.20	
17	Cost	99.40	20.00%	19.88	
18	Workforce Initiative Now (WIN-LA)	0.00	2.00%	0.00	
19	Local Small Business Enterprise (LSBE) Preference Program	0.00	5.00%	0.00	
20	Total		105.00%	78.05	2

C. Cost Analysis

The recommended price has been determined to be fair and reasonable based upon an independent cost estimate (ICE), cost analysis, technical analysis, fact finding and negotiations. Staff successfully negotiated a cost savings of \$363,499.

Proposer Name	Proposal Amount	Metro ICE	Negotiated Amount
HNTB Corporation	\$24,350,997	\$19,248,875	\$23,987,498
Kimley Horn and Associates, Inc.	\$24,500,000		

The variance between the ICE and the negotiated amount is because the ICE did not take into consideration the costs of inflation and higher labor rates.

D. Background on Recommended Contractor

Founded in 1914, HNTB has been involved in ExpressLanes, tolling, planning, engineering, specifications and estimates for highways in Southern California.

HNTB Corporation has been involved in procuring, delivering, and operating more than half of the 71 ExpressLanes in the United States. In addition, HNTB has worked on previous ExpressLanes projects with Riverside County Transportation Commission, Orange County Transportation Authority, San Bernardino County Transportation Authority, and Metro.

HNTB has worked with Metro on previous congestion relief projects through the ExpressLanes program and has familiarity with the Back Office Systems, Roadside Toll Collections, and Customer Service Operations Center. In addition, the proposed team brings regional knowledge of toll systems implementation, operations, and has led numerous ExpressLanes and toll road projects in Southern California.