

PROCUREMENT SUMMARY

SUPPLEMENTAL ENGINEERING SERVICES (SES)
 CAPITAL IMPROVEMENT PROJECTS
 CONTRACT NO. AE128314E0132

1.	Contract Number: AE128314E0132	
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: December 5, 2024	
	B. Advertised/Publicized: November 23, 2024	
	C. Pre-Proposal Conference: December 13, 2024	
	D. Proposals Due: February 18, 2025	
	E. Pre-Qualification Completed: April 1, 2025	
	F. Organizational Conflict of Interest Review Completed by Ethics: March 10, 2025	
	G. Protest Period End Date: May 23, 2025	
5.	Solicitations Picked up/Downloaded: 227	Proposals Received: 6
6.	Contract Administrator: Diana Dai-Tsang	Telephone Number: (213) 418-3310
7.	Project Manager: Michelle Quinn	Telephone Number: (213) 922-3026

A. Procurement Background

This Board Action is to approve Contract No. AE128314E0132 to HNTB Corporation, to provide Supplemental Engineering Services (SES) to perform on-call engineering and design services on a Task Order basis to support various capital improvement projects, and authorize funding for the contract, for the not to exceed amount of \$70,000,000.00. Board approval of contract awards are subject to resolution of any properly submitted protest.

The SES Consultant will assist Metro with the delivery of Capital Improvement Projects by providing supplemental engineering support for projects related to bus and rail facilities, maintenance facilities, highway improvements, active transportation projects, communication and operations systems, joint development and adjacent projects, and in addition, the 2028 Olympic and Paralympic Games related improvements and legacy projects. These services will supplement Metro engineering staff and provide technical resources and expertise to support the delivery of capital projects.

This was a qualification-based procurement performed in accordance with Metro’s Acquisition Policy, and California Government Code §4525-4529.5 for Architectural and Engineering (A&E) services. Cost was not an evaluation factor. Metro will award

a Cost Reimbursable-Plus Fixed Fee (CPFF) Indefinite Delivery / Indefinite Quantity type contract. The contract is subject to available funds for specific engineering design support needs that arise for each individual project. Task Orders will be issued and funded from the associated project budget.

Metro issued Request for Proposals (RFP) No. AE128314E0132, SES For Capital Improvement Projects, on December 5, 2024. The Diversity & Economic Opportunity Department recommended a Small Business Enterprise goal of 30% and a Disabled Veteran Business Enterprise goal of 3% for non-federally funded task orders, and a Disadvantaged Business Enterprise goal of 33% for federally funded task orders.

Six (6) Amendments were issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on December 17, 2024, to add SBE/DVBE Forms 1-5 to Exhibit 1: DBE Good Faith Efforts and Commitment Forms; to add DEOD Contract Compliance Manual (Non-Federal to Exhibit D: Diversity & Economic Opportunity Department Contract Compliance Manual (RC-FTA)).
- Amendment No. 2, issued on January 6, 2025, to add language to COMP Program to indicate the submittal of COMP forty-five (45) days after award; to revise language (construction to design) on page 45 of 127 Section C3; Revise Exhibit A – Scope of Services to indicate changes in requirements and format.
- Amendment No. 3, issued on January 8, 2025, to add Exhibit 15: Experience/Performance Questionnaire to Exhibit (Solicitation); to add Cost and Fee Proposal submittal date clarification; to add Administrative Factors in 1.2 Proposal Content.
- Amendment No. 4, issued on January 16, 2025, to add DBE & SBE/DVBE Commitment language; to extend Proposal Due Date; Revise Submittal Requirements.
- Amendment No. 5, issued January 28, 2025, to extend Proposal Due Date.
- Amendment No. 6, issued February 14, 2025, to revise language for LOI-01 Notice and Invitation and Submittal Requirements.

A total of 227 individuals from various firms were included in the planholder's list. A virtual pre-proposal conference was held on December 13, 2024 and was attended by 100 individuals representing 44 different firms.

A total of six (6) proposals were received on February 18, 2025, from the following firms, listed below in alphabetical order:

1. AECOM Technical Services, Inc.

2. Bureau Veritas
3. Gannett Fleming
4. HNTB Consulting, LLC dba HNTB
5. Michael Baker International
6. Parsons Transportation Group

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of Metro staff from Project Engineering, Alternative Delivery/Construction Management, and Office of Strategic Innovation Departments was convened to conduct a comprehensive evaluation of the proposals received.

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

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| • Experience and Capabilities of the Firms on the Team | 35% |
| • Experience and Capabilities of Key Personnel | 25% |
| • Understanding and Approach to Service Delivery | 35% |
| • Approach To Cultural Competency | 5% |

The evaluation criteria are appropriate and consistent with criteria developed for other similar A&E procurements. Several factors were considered when developing the weightings, giving the greatest importance to the Experience and Capabilities of the Firms on the team and Understanding and Approach to Service Delivery.

This is an A&E qualification-based procurement; therefore, price cannot and was not used as an evaluation factor pursuant to state and federal law.

Five proposers were determined to be in the competitive range and participated in Oral Presentations with the PET on March 24, 2025. One proposer was not determined to be in the competitive range and was excluded from further consideration.

Qualifications Summary of Recommended Consultant:

The proposal from HNTB Corporation demonstrated outstanding competence and professional qualifications for the performance of the services required and is determined to be the most qualified proposer. HNTB Corporation's written proposal demonstrated extensive technical experience performing supplemental engineering services involving capital improvement projects and providing a significant pool of personnel with expertise in meeting the requirements identified in the Scope of Services. HNTB Corporation also demonstrated a thorough understanding of managing multiple deliverables with an excellent record in client satisfaction on Metro projects and similar projects around Los Angeles County.

Furthermore, this team demonstrated that it is well versed in providing the Scope of Services related to this contract and has the capabilities to provide staffing for the type of work that is required under this contract. HNTB Corporation demonstrated a thorough understanding of the Scope of Services as well as Metro's goals, methods, and resource allocation needs.

The results of the final scoring are shown below, in the order of their ranking:

Firm	Average Score	Factor Weight	Weighted Average Score	Rank
HNTB Corporation				
Experience and Capabilities of the Firms on the Team	92.80	35%	32.48	
Experience and Capabilities of Key Personnel	90.92	25%	22.73	
Understanding and Approach to Service Delivery	90.94	35%	31.83	
Approach To Cultural Competency	90.80	5%	4.54	
Total		100%	91.58	1
Parsons Transportation Group				
Experience and Capabilities of the Firms on the Team	90.34	35%	31.62	
Experience and Capabilities of Key Personnel	89.00	25%	22.25	
Understanding and Approach to Service Delivery	89.34	35%	31.27	
Approach To Cultural Competency	88.50	5%	4.43	

Total		100%	89.57	2
Gannett Fleming				
Experience and Capabilities of the Firms on the Team	86.71	35%	30.35	
Experience and Capabilities of Key Personnel	86.40	25%	21.60	
Understanding and Approach to Service Delivery	86.37	35%	30.23	
Approach To Cultural Competency	74.40	5%	3.72	
Total		100%	85.90	3
AECOM Technical Services, Inc.				
Experience and Capabilities of the Firms on the Team	83.49	35%	29.22	
Experience and Capabilities of Key Personnel	86.08	25%	21.52	
Understanding and Approach to Service Delivery	86.65	35%	30.33	
Approach To Cultural Competency	89.00	5%	4.45	
Total		100%	85.52	4
Michael Baker International				
Experience and Capabilities of the Firms on the Team	83.65	35%	29.28	
Experience and Capabilities of Key Personnel	79.60	25%	19.90	

Understanding and Approach to Service Delivery	87.20	35%	30.52	
Approach To Cultural Competency	89.00	5%	4.45	
Total		100%	84.15	5

C. Cost Analysis

A cost analysis of the elements of cost, including labor rates, indirect rates, and other direct costs was performed in accordance with Metro’s Acquisition Policy, including fact-finding and clarification and cost analysis to determine whether the cost factors are fair and reasonable. Metro negotiated and established indirect cost rates and, as appropriate, provisional indirect (overhead) rates, plus a fixed fee factor to establish a fixed fee amount based on the total estimated cost of performance of the Scope of Services for each Task Order, during the contract term. Task Orders will be issued and funded from the Project budget when specific engineering design support needs arise, subject to availability of funds.

Audits will be completed, where required, for those firms without a current applicable audit of their indirect cost rates, in accordance with Federal Acquisition Regulation (FAR) Part 31. In order to prevent any unnecessary delay in contract award, provisional overhead rates have been established subject to retroactive adjustments upon completion of any necessary audits and annual audits through the term of the contract. In accordance with FTA Circular 4220.1.G, if an audit has been performed by any other cognizant agency within the last twelve-month period, Metro will receive and accept that audit report for the above purposes rather than perform another audit.

D. Background on Recommended Contractor

HNTB Corporation is a national program management, project/construction management and engineering consulting leader with over three decades of experience and expertise managing projects and programs for transit agencies and public clients in Los Angeles County and the larger Southern California region.

Over the past years, HNTB Corporation has provided engineering services on contracts such as the Systems On-Call, Multimodal Highway Program On-Call, Express Lanes PMSS, Eastside Transit Corridor Phase 2, and K-Line Design-Build and performance has been satisfactory. HNTB Corporation is located in downtown Los Angeles, CA.