

PROCUREMENT SUMMARY

**STREET SAFETY, DATA SHARING, AND COLLABORATION PROGRAM
PS120787000**

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| 1. | Contract Number: PS120787000 | |
| 2. | Recommended Vendor: Kimley-Horn and Associates, Inc. | |
| 3. | Type of Procurement (check one): <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order | |
| 4. | Procurement Dates: | |
| | A. Issued: April 10, 2024 | |
| | B. Advertised/Publicized: April 10, 2024 | |
| | C. Pre-Proposal Conference: April 18, 2024 | |
| | D. Proposals Due: May 15, 2024 | |
| | E. Pre-Qualification Completed: August 21, 2024 | |
| | F. Ethics Declaration Forms submitted to Ethics: May 15, 2024 | |
| | G. Protest Period End Date: October 29, 2024 | |
| 5. | Solicitations Picked up/Downloaded: 68 | Bids/Proposals Received: 3 |
| 6. | Contract Administrator: Yamil Ramirez Roman | Telephone Number: (213) 922-1064 |
| 7. | Project Manager: Neha Chawla | Telephone Number: (213) 922-3984 |

A. Procurement Background

This Board Action is to approve Contract No. PS120787000 issued in support of Metro’s Street Safety, Data Sharing and Collaboration Policy and Action Plan. Board approval of contract awards are subject to 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 Diversity & Economic Opportunity Department recommended a Disadvantaged Business Enterprise (DBE) contract goal of 24% for this procurement.

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

- Amendment No. 1, issued on May 2, 2024, extended the proposal due date.

A total of 68 firms downloaded the RFP and were included in the planholders list. A virtual pre-proposal meeting was held on April 18, 2024, and was attended by 17 participants representing 13 companies. There were 19 questions received and responses were released prior to the proposal due date.

A total of three proposals were received by May 15, 2024, from the following firms listed below in alphabetical order:

1. Cambridge Systematics, Inc.
2. Fehr & Peers
3. Kimley-Horn and Associates, Inc.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from Metro’s First/Last Mile Department, Intelligent Transportation Systems Department, and the Los Angeles County Department of Public Health was convened and conducted a comprehensive technical evaluation of the proposals received.

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

- | | |
|------------------------------------|-----|
| • Demonstrate Knowledge of Project | 20% |
| • Background and Experience | 30% |
| • Skills and Technical Work | 30% |
| • Cost Proposal | 20% |

Several factors were considered when developing these weights, giving the greatest importance to background and experience, and skills and technical work.

During the period of June 4, 2024 to June 20, 2024, the PET independently evaluated and scored the technical proposals. All three firms were determined to be in the competitive range and were invited for oral presentations on July 1, 2024. The firms had the opportunity to present their qualifications, and respond to questions from the PET. Following the oral presentations, the PET finalized their scores and Kimley-Horn and Associates, Inc. was determined to be the highest ranked proposer.

Qualifications Summary of Firms within the Competitive Range:

KIMLEY-HORN AND ASSOCIATES, INC.

Kimley-Horn and Associates, Inc.’s (KH) proposal demonstrated a strong technical response to managing the project and meeting the stated deliverables. The proposal demonstrated a good understanding of the project’s objectives and provided a good approach to executing the scope of services.

KH’s key personnel have experience working together on various relevant projects developing and presenting annual reports. The proposer highlighted their approach to streamlining the development of annual reports, including creating templates and setting up data visualizations that can be used in various platforms.

KH’s proposal demonstrated a clear understanding and commitment to prioritizing the most vulnerable road users and historically underinvested communities. The key

personnel exhibited extensive experience working on various applicable traffic safety, active transportation, and Vision Zero related plans and data projects.

CAMBRIDGE SYSTEMATICS, INC.

Cambridge Systematics Inc. (Cambridge) demonstrated a good understanding of the statewide, regional, and local contexts. The proposal highlighted experience compiling and presenting data, including experience proposing recommendations and building consensus which have led to the adoption of policies within LA County.

Cambridge’s proposed key personnel demonstrated experience with street safety reports, active transportation planning, first/last mile planning, complete streets training and data analysis. The proposal also demonstrated an understanding of parallel work efforts and provided a multi-disciplinary team, with an understanding of the needs of stakeholders.

However, the proposal did not properly demonstrate how the team would effectively partner and collaborate with Metro’s Equity Focus Communities.

FEHR & PEERS

Fehr & Peers (Fehr) demonstrated an understanding of the needs of the scope of services to address the agency’s goals towards street safety. The proposed key personnel’s resumes demonstrated relevant work experience to perform the project scope. The proposal demonstrated a creative approach to data presentation and report, and their ability to be creative and develop innovative approaches to engagement.

However, Fehr’s proposal did not demonstrate the ability to effectively partner and work with Metro’s Equity Focus Communities or how the team would incorporate equity into all the project elements.

A summary of the PET scores is provided below:

| 1 | Firm | Average Score | Factor Weight | Weighted Average Score | Rank |
|---|----------------------------------|---------------|----------------|------------------------|----------|
| 2 | Kimley-Horn and Associates, Inc. | | | | |
| 3 | Demonstrate Knowledge of Project | 84.15 | 20.00% | 16.83 | |
| 4 | Background and Experience | 81.10 | 30.00% | 24.33 | |
| 5 | Skills and Technical Work | 73.90 | 30.00% | 22.17 | |
| 6 | Cost Proposal | 100.00 | 20.00% | 20.00 | |
| 7 | Total | | 100.00% | 83.33 | 1 |

| | | | | | |
|-----------|------------------------------------|-------|----------------|--------------|----------|
| 8 | Cambridge Systematics, Inc. | | | | |
| 9 | Demonstrate Knowledge of Project | 75.85 | 20.00% | 15.17 | |
| 10 | Background and Experience | 79.43 | 30.00% | 23.83 | |
| 11 | Skills and Technical Work | 77.77 | 30.00% | 23.33 | |
| 12 | Cost Proposal | 97.79 | 20.00% | 19.56 | |
| 13 | Total | | 100.00% | 81.89 | 2 |
| 14 | Fehr & Peers | | | | |
| 15 | Demonstrate Knowledge of Project | 77.50 | 20.00% | 15.50 | |
| 16 | Background and Experience | 75.57 | 30.00% | 22.67 | |
| 17 | Skills and Technical Work | 77.23 | 30.00% | 23.17 | |
| 18 | Cost Proposal | 84.80 | 20.00% | 16.96 | |
| 19 | Total | | 100.00% | 78.30 | 3 |

C. Price Analysis

The recommended price has been determined to be fair and reasonable based upon adequate competition, negotiations, technical evaluation and price analysis. Metro successfully negotiated a cost savings of \$13,777.

| | Proposer Name | Proposal Amount | Metro ICE | Negotiated Amount |
|----|----------------------------------|------------------------|--------------------|--------------------------|
| 1. | Kimley-Horn and Associates, Inc. | \$1,121,820 | \$2,796,475 | \$1,108,043 |
| 2. | Cambridge Systematics, Inc. | \$1,147,142 | | |
| 3. | Fehr & Peers | \$1,322,831 | | |

The variance between the ICE and negotiated amount is due to higher-than-average hourly rates used for all labor categories included in the ICE. The contractor's proposed level of effort was in line with Metro's ICE.

D. Background on Recommended Contractor

Kimley-Horn and Associates, Inc. (KH), located in Los Angeles, CA, has been in business for over 50 years and provides planning, surveying, engineering, and design consulting services. KH's relevant experience includes projects such as Safety Program Support Services for Caltrans, Local Road Safety Plan for the City of Maywood, and a Safety Action Plan for the City of Monterrey. KH has provided services for Metro and performance has been satisfactory.

The proposed team is comprised of staff from KH and two DBE subcontractors.