

## PROCUREMENT SUMMARY

**TRANSIT ORIENTED COMMUNITIES ECONOMIC DEVELOPMENT PROGRAM  
PILOT INVESTMENT FUND PROGRAM ADMINISTATOR / PS122552000**

1.	<b>Contract Number:</b> PS122552000	
2.	<b>Recommended Vendor:</b> Vermont Slauson – LDC, Inc.	
3.	<b>Type of Procurement (check one):</b> <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.	<b>Procurement Dates:</b>	
	<b>A. Issued:</b> April 4, 2024	
	<b>B. Advertised/Publicized:</b> April 4, 2024	
	<b>C. Pre-Proposal Conference:</b> April 22, 2024	
	<b>D. Proposals Due:</b> August 5, 2024	
	<b>E. Pre-Qualification Completed:</b> March 12, 2025	
	<b>F. Ethics Declaration Forms submitted to Ethics:</b> October 9, 2024	
	<b>G. Protest Period End Date:</b> April 22, 2025	
5.	<b>Solicitations Downloaded:</b> 101	<b>Bids/Proposals Received:</b> 3
6.	<b>Contract Administrator:</b> Marc Margoni	<b>Telephone Number:</b> (213) 922-1304
7.	<b>Project Manager:</b> Michelle Banks-Ordone	<b>Telephone Number:</b> (213) 547-4375

**A. Procurement Background**

This Board Action is to approve Contract No. PS122552000 to provide administration of the Transit Oriented Communities Economic Development Program (EDP) Pilot Investment Fund. The Board approved Pilot Program Fund Service Area (FSA) includes a half-mile radius of the K Line (formerly Crenshaw/LAX Line) and the Little Tokyo segment of the A/E Line. Board approval of contract awards is subject to the resolution of any properly submitted protest(s), if any.

Request for Proposal (RFP) No. PS122552 was issued in accordance with Metro's Acquisition Policy and the contract type is a firm fixed price. The Diversity & Economic Opportunity Department did not recommend a Small Business/Disabled Veteran Business Enterprise (SBE/DVBE) participation goal for this procurement due to the lack of certified firms that perform these services.

Five (5) amendments were issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on April 9, 2024, updated the time for the virtual pre-proposal conference.
- Amendment No. 2, issued on May 30, 2024, extended the proposal due date from June 4, 2024 to July 8, 2024.

- Amendment No. 3, issued on June 24, 2024, added a supplemental Q&A session on July 1, 2024, and extended the proposal due date from July 8, 2024 to July 22, 2024.
- Amendment No. 4, issued on June 26, 2024, extended the time for the virtual Q&A session.
- Amendment No. 5, issued on July 22, 2024, extended the proposal due date from July 22, 2024 to August 5, 2024.

A total of 101 downloads of the RFP were included in the planholders list. A virtual pre-proposal conference was held on April 22, 2024, and was attended by four participants representing four firms. There were 25 questions received for this RFP and responses were provided prior to the proposal due date.

A total of three proposals were received on August 5, 2024, and are listed below in alphabetical order.

1. Business Consortium Fund, Inc. (BCF)
2. PACE Finance Corporation (PFC)
3. Vermont Slauson – LDC, Inc.

## **B. Evaluation of Proposals**

A Proposal Evaluation Team (PET) consisting of staff from the Office of Equity and Race, Countywide Planning and Development, and Treasury, was convened and conducted a comprehensive technical evaluation of the proposals received.

The proposals were evaluated based on the following evaluation criteria:

Phase I – Minimum Requirements and Preferences Checklist: This is a pass/fail criteria. To be responsive, the proposer must meet the following:

- Provide evidence that the proposing firm is a Certified Community Development Financial Institution (CDFI).
- Acknowledge that Board approval of the program guidelines is a condition precedent to disbursing funds for the EDP Pilot Investment Fund.
- Provide a narrative describing CDFI knowledge and level of participation as a financial institution in the CPCFA California Capital Access Program (CalCAP) and the Collateral Support program.
- Provide a narrative of familiarity with IBANK Financial Development Corporations (FDCs) to provide loan guarantees through the California Small Business Credit Initiative.
- Provide a narrative that describes the CDFI's ability to guarantee that all lending and technical assistance under this award is within the Fund Service Area only.
- Provide a narrative that the CDFI is committed to transparency and audit activities.

All three proposers met the Minimum Requirements and Preferences Checklist review and were further evaluated based on the following Phase II – Criteria for Evaluation:

- |  |     |
|--|-----|
| • Professional Experience                      | 25% |
| • Personnel Qualifications and Management Plan | 15% |
| • Approach and Methodology                     | 30% |
| • Cost   | 25% |
| • Optional Matching Funds                      | 5%  |

Several factors were considered when developing these weights, giving the greatest importance to approach and methodology.

From October 16, 2024, through January 6, 2025, the PET independently evaluated and scored the technical proposals. The evaluation period was delayed due to an unforeseen leave of absence. At the conclusion of the evaluation, the PET determined Vermont Slauson – LDC, Inc. to be the top ranked firm.

### **Qualifications Summary of Firms:**

#### Vermont Slauson – LDC, Inc.

Vermont Slauson LDC, Inc.'s (VSLDC) parent organization, Vermont Slauson Economic Development Corporation (VSEDC), a nonprofit 501(c)(4) corporation, was founded in 1981 as a citizen advisory committee by Marva Smith-Bey and former City of Los Angeles Mayor Tom Bradley. VSEDC's primary mission is to facilitate community development and the revitalization of South Los Angeles and neighboring communities. VSEDC created VSLDC as a 501(c)(3) nonprofit in 1983 to manage grants and contracts, with VSLDC achieving CDFI certification as a loan fund in 2018.

VSLDC's experience and program methodology demonstrated a strong understanding of the objective of Metro's Transit Oriented Communities Economic Development Program (EDP) Pilot Investment Fund (Fund) and an ability to establish and administer the Fund. VSLDC will partner with a Minority Depository Institution to administer the Fund. Collectively since 2020, they have originated 29 loans totaling \$28.3 million to small businesses and real estate projects either within the K Line and Little Tokyo FSAs or within zip codes that contain portions of the FSAs. VSLDC is headquartered along the Slauson Avenue corridor in the heart of South Los Angeles, only 1.5 miles east of the K Line FSA.

#### PACE Finance Corporation (PFC)

PACE Finance Corporation (PFC), a certified Community Development Financial Institution (CDFI), fosters community development by supporting low-income, social and economically disadvantaged, Black, Indigenous and other people of color-owned small businesses in Los Angeles County. Both PACE (Parent organization) and PFC

are approved as CalCap lenders for the Small Business Program. Since 2013, PACE/PFC has provided 86 loans in total of nearly \$3 million. PFC's principal place of business is Los Angeles, California.

PFC's proposal, although well-written, presented descriptions as general narratives. Short and concise information areas did not provide the nexus to the scope of services needed to understand the vision for administering the Pilot Investment Fund.

#### Business Consortium Fund, Inc.

Business Consortium Fund, Inc. (BCF) was established in 1987 in partnership with the National Minority Supplier Development Council to provide technical assistance and capital to minority business enterprises (MBEs). The disadvantaged businesses serviced by BCF face the same challenges of opportunity and capital faced by businesses located in the FSA. Currently, BCF has 56 active loans totaling \$4.1 million to MBEs that had limited access to capital. BCF's principal place of business is New York City, New York.

BCF demonstrated experience and a track record for developing investment funds and leading programs; however, BCF has not conducted outreach or provided loans in the FSA. They are out-of-state and did not demonstrate first-hand knowledge of the FSA.

The following is a summary of the PET scores:

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	<b>Vermont Slauson – LDC, Inc.</b>				
3	Professional Experience	93.32	25.00%	23.33	
4	Personnel Qualifications and Management Plan	90.00	15.00%	13.50	
5	Approach and Methodology	90.00	30.00%	27.00	
6	Cost	100.00	25.00%	25.00	
7	Optional Matching Funds	100.00	5.00%	5.00	
8	<b>Total</b>		<b>100.00%</b>	<b>93.83</b>	<b>1</b>
9	<b>PACE Finance Corporation</b>				
10	Professional Experience	86.00	25.00%	21.50	
11	Personnel Qualifications and Management Plan	75.33	15.00%	11.30	
12	Approach and Methodology	83.33	30.00%	25.00	
13	Cost	60.00	25.00%	15.00	
14	Optional Matching Funds	100.00	5.00%	5.00	

<b>15</b>	<b>Total</b>		<b>100.00%</b>	<b>77.80</b>	<b>2</b>
<b>16</b>	<b>Business Consortium Fund, Inc.</b>				
<b>17</b>	Professional Experience	88.67	25.00%	22.17	
<b>18</b>	Personnel Qualifications and Management Plan	84.00	15.00%	12.60	
<b>19</b>	Approach and Methodology	86.67	30.00%	26.00	
<b>20</b>	Cost	39.40	25.00%	9.85	
<b>21</b>	Optional Matching Funds	100.00	5.00%	5.00	
<b>22</b>	<b>Total</b>		<b>100.00%</b>	<b>75.62</b>	<b>3</b>

### **C. Price Analysis**

The recommended price has been determined to be fair and reasonable based upon adequate price competition, an Independent Cost Estimate (ICE), price analysis, technical analysis, and negotiations. Staff successfully negotiated cost savings of \$64,745.

	<b>Proposer Name</b>	<b>Proposal Amount</b>	<b>Metro ICE</b>	<b>Negotiated Amount</b>
1.	Vermont Slauson – LDC, Inc.	\$1,999,725	\$1,818,467	\$1,934,980
2.	PACE Finance Corporation	\$3,333,320		
3.	Business Consortium Fund, Inc.	\$5,075,381		

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

Vermont Slauson - LDC, Inc., located in Los Angeles, CA has been in business since 1983 and has been providing comprehensive technical assistance to women, minority, and other underserved, low-to-medium income small business owners in South Los Angeles, including the Crenshaw Metro rail corridor and Little Tokyo Metro rail station's surrounding corridor. Under contract with both the City and County of Los Angeles, Vermont Slauson - LDC, Inc. has established a robust suite of programs and counseling to support the establishment and growth of small businesses with the goal of fostering economic development through entrepreneurship and the creation of generational wealth.