



Board Report

File #: 2017-0679, File Type: Contract

Agenda Number: 18.

PLANNING AND PROGRAMMING COMMITTEE NOVEMBER 15, 2017

SUBJECT: STATE ACTIVE TRANSPORTATION PROGRAM

ACTION: APPROVE RECOMMENDATIONS

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award and execute a 36-month firm fixed price Contract No. PS44597000 to Evan Brooks Associates, Inc. to prepare 37 grant applications and 56 additional grant applications and greenhouse gas analysis tasks in the amount of \$2,170,485 to support Metro and local jurisdiction grant applications to discretionary state funding opportunities, subject to resolution of protest(s), if any.

ISSUE

At its October 2017 meeting, the Metro Board approved the State Active Transportation Program (ATP) Cycle 4 Priorities Framework. To advance Board-adopted priorities that best align with ATP priorities and criteria, the framework established a strategic approach to selecting Metro projects to apply to the ATP and directing grant assistance for ATP Cycle 4. This priorities framework supersedes and replaces the February 2016 ATP Grant Assistance Policy. The framework establishes direction for that portion of grant writing assistance that would be directed to ATP Cycle 4 grants. Note, however, that the grant assistance would also be extended to key state discretionary programs as described herein.

This report recommends that the Board authorize the CEO to approve a contract for these services. Over the past three years, a total of \$168.6 million has been awarded to LA County jurisdictions and Metro projects through Metro grant assistance for the ATP; Metro anticipates similar positive impact with services funded by this Contract.

DISCUSSION

On August 3, 2017, Metro staff released a Request for Proposals for a consultant to provide grant-writing assistance for state discretionary grant programs including the ATP, Transit and Intercity Rail Capital Program (TIRCP), Road Repair and Accountability Act of 2017 (SB 1) Programs, and other programs to be identified. The Scope of Services (SOS) sought a consultant team with experience and knowledge in various project types and modes in order to secure a team with the capability to prepare applications for any of the various projects for which Metro may pursue funding. Grant

assistance to other local jurisdictions for the ATP is also included in the SOS.

Anticipated tasks include: reviewing grant program guidelines, supporting project selection, researching, documenting, and presenting data on project need and benefits, preparing draft applications, and preparing and submitting final applications.

DETERMINATION OF SAFETY IMPACT

The recommendations in this report will provide resources to seek funding to improve safety, comfort, and convenience to Metro customers who would benefit from state-supported investments including active transportation, public transit, and goods movement projects.

FINANCIAL IMPACT

The State Policy and Programming Unit has budgeted \$900,000 in FY 2018 for grant assistance under this Contract. Because this is a multi-year contract, the Chief Planning Officer will be responsible for budgeting funds for grant assistance in future years.

Impact to Budget

Approving the staff recommendations will have no impact on the FY 2018 Budget. Funds for grant assistance have already been budgeted in the FY 2018 Budget for Cost Center 4420 under Project 405510, Task 05.05.01. This contract will be funded by Prop A, C and TDA admin funds and STIP PPM funds, which are not eligible for bus and rail operations and capital. Funds obtained for first/last mile projects will offset the need for resources to implement the Countywide First/Last Mile Priority Network.

ALTERNATIVES CONSIDERED

The Board could consider not supporting a continuation of grant writing assistance for state discretionary funding programs. That is not recommended, as SB1 has established multiple new discretionary programs in addition to the current State ATP funding opportunities. Past grant assistance has enhanced Metro and LA County applicants' success in securing competitive grant awards. In response to Board interest, special focus is directed to assisting smaller jurisdictions that might not otherwise participate in the programs.

NEXT STEPS

Upon Board approval of these recommendations, staff will:

November 2017 - Release a Letter of Interest solicitation requesting project sponsors to nominate projects for grant assistance

December 2017 - Execute Contract No. PS44597000 with Evan Brooks Associates, Inc. for grant assistance services

January to June 2018 - Manage grant-writing contract and assist with project sponsor coordination

January 2019 - Return to the Board with ATP program recommendations for approval

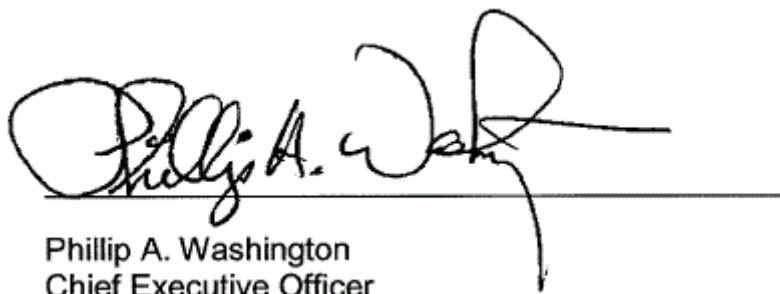
ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Prepared by: Shelly Quan, Senior Transportation Planner, Countywide Planning & Development, (213) 922-2476
Patricia Chen, Senior Director, Countywide Planning & Development, (213) 922-3041
Wil Ridder, EO, Countywide Planning & Development, (213) 922-2887
Laurie Lombardi, SEO, Countywide Planning & Development, (213) 418-3251

Reviewed by: Therese W. McMillan, Chief Planning Officer, (213) 922-7077
Debra Avila, Chief Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington
Chief Executive Officer