



Board Report

File #: 2019-0661, **File Type:** Contract

Agenda Number: 14.

**PLANNING AND PROGRAMMING COMMITTEE
NOVEMBER 20, 2019**

SUBJECT: GRANT ASSISTANCE

ACTION: APPROVE RECOMMENDATION

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award and execute a 36-month, firm fixed price Contract No. PS63023000 to WSP USA, Inc. in the amount of \$6,372,356 for preparing 84 grant applications and 40 additional grant applications as well as optional tasks, such as greenhouse gas analysis, drone and aerial photography, and simulations. This will support Metro and local jurisdiction grant applications to discretionary federal and state funding opportunities, subject to resolution of protest (s), if any.

ISSUE

In September 2019, the Metro Board of Directors (Board) received and filed a report on federal and state funding opportunities and strategies which communicated the approach Metro staff will take to evaluate and select projects for application to discretionary grant funding programs (File #: 2019-0601). In October 2019, the Metro Board approved the Active Transportation Program (ATP) Cycle 5 Priorities Framework to establish the eligibility and project selection process for Metro's ATP Grant Assistance Program (File #: 2019-0671). Both of these efforts to maximize discretionary grant funding for Metro and Los Angeles County projects require grant assistance services. This report recommends that the Board authorize the Chief Executive Officer to approve a contract for these services.

BACKGROUND

In November 2017, the Metro Board approved Contract No. PS44597-0000 in the amount of \$2,170,485 for grant writing services to prepare up to 93 grant applications and perform greenhouse gas analysis. While the period of performance is through December 2020, the remaining contract capacity only allows for completion of up to 35 more grant applications. Staff is exploring ways to optimize this remaining capacity by directing it to upcoming time-sensitive opportunities and other strategic initiatives.

To date, grant assistance under Contract No. PS44597-0000 supported grant awards of over \$1.8 billion to Metro projects and, through the Metro ATP Grant Assistance Program, local jurisdictions'

projects. Grant assistance services provided under previous contracts specifically targeted for the ATP Grant Assistance Program supported grant awards of over \$161.8 million to Metro's and local jurisdictions' bicycle and pedestrian projects. Staff anticipates similar positive impacts with services funded by the recommended contract.

DISCUSSION

On June 26, 2019, Metro staff released a Request for Proposals for a consultant to provide grant assistance services for federal and state discretionary grant programs including the Better Utilizing Investments to Leverage Development program (BUILD), the Infrastructure for Rebuilding America program (INFRA), ATP, Transit and Intercity Rail Capital Program, Road Repair and Accountability Act of 2017 (SB 1) Programs, and other programs to be identified. The Scope of Services 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 identified through the Evaluative Criteria Framework for which Metro may pursue funding.

Required tasks include: managing grant development process, supporting project selection, reviewing program and project documents, and developing draft and final applications. Optional tasks include: conducting greenhouse gas analysis; performing photography, videography, and/or simulation; and preparing application support collateral.

Equity Platform

This report supports the third pillar of the Equity Platform: Focus and Deliver. The projects that will be supported by the recommended grant assistance services will be identified through Metro's Evaluative Criteria Framework or ATP Cycle 5 Grant Assistance Framework. Both frameworks include equity considerations. Therefore, the resources that would be approved under this contract will be focused on and delivered to projects selected through an equity lens.

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 federal- and state-supported investments including active transportation, public transit, and goods movement projects.

FINANCIAL IMPACT

The FY20 budget includes \$750,000 under Cost Center 4420 (Federal/State Policy and Programming), Project 405510 (Other P&P Planning) for grant assistance services under this Contract. Because this is a multi-year contract, the Cost Center Manager and the Chief Planning Officer will be responsible for budgeting funds for grant writing services in future years.

Impact to Budget

Funding sources for this contract are Proposition A, Proposition C, Transportation Development Act (TDA) administration funds and State Transportation Improvement Program (STIP) Program and

Project Management (PPM) funds, which are not eligible for bus and rail operations and capital.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

This recommendation supports the Metro Vision 2028 Strategic Plan Goal #1: Provide high-quality mobility options that enable people to spend less time traveling. Approval of this recommendation would secure resources that will help obtain funding to provide high-quality mobility options that enable people to spend less time traveling.

ALTERNATIVES CONSIDERED

The Board may consider not approving the contract and requiring staff to prepare Metro's discretionary federal and state grant applications and Metro ATP Grant Assistance Program applications using existing contracted grant writing services. This is not recommended as there is only enough capacity to complete 35 applications. This is not sufficient to address the numerous Metro and local jurisdiction projects seeking funding from multiple discretionary opportunities.

NEXT STEPS

Upon Board approval of these recommendations, staff will execute Contract No. PS63023000 with WSP USA, Inc. for grant assistance. Staff will also manage and coordinate grant assistance services to pursue federal and state discretionary funds for Metro and Los Angeles County projects.

ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Prepared by: Shelly Quan, Senior Transportation Planner, Countywide Planning & Development, (213) 922-3075
Patricia Chen, Senior Director, Countywide Planning & Development, (213) 922-3041
Michael Cano, DEO, Countywide Planning & Development, (213) 418-3010
Wil Ridder, EO, Countywide Planning & Development, (213) 922-2887
Laurie Lombardi, SEO, Countywide Planning & Development, (213) 418-3251

Reviewed by: James de la Loza, Chief Planning Officer, (213) 922-2920
Debra Avila, Chief Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington
Chief Executive Officer