



Board Report

File #: 2023-0394, File Type: Contract

Agenda Number: 1.

PLANNING AND PROGRAMMING COMMITTEE  
OCTOBER 18, 2023

**SUBJECT: COUNTYWIDE PLANNING AND DEVELOPMENT PLANNING BENCH**

**ACTION: AWARD BENCH CONTRACTS**

**RECOMMENDATION**

AUTHORIZE the Chief Executive Officer (CEO) to:

A. AWARD 26 bench Contracts, Nos. PS95050000 through PS95050025 under the Countywide Planning & Development Bench for professional services with the contractors recommended below for a three-year base period in the funding amount of \$30 million, and two, one-year options, in the funding amount of \$10 million for each option year, for a not-to-exceed cumulative total funding amount of \$50 million, subject to resolution of any properly submitted protest(s) if any:

1. Discipline 1 - Transportation Planning:

- 1.1. AECOM Technical Services, Inc.
- 1.2. Cambridge Systematics, Inc.
- 1.3. CR Associates (SBE)
- 1.4. HNTB Corporation
- 1.5. Jacobs Engineering Group, Inc.
- 1.6. Kimley-Horn & Associates, Inc.
- 1.7. Michael Baker International
- 1.8. Mott MacDonald Group, LLC
- 1.9. Parsons Transportation Group Inc.
- 1.10. Steer Davies & Gleaves, Inc.
- 1.11. STV Incorporated
- 1.12. TransLink Consulting, LLC (SBE and DBE)
- 1.13. WSP USA

2. Discipline 2 - Environmental Planning:

- 2.1 Jacobs Engineering Group, Inc.
- 2.2 HNTB Corporation
- 2.3 Impact Sciences, Inc. (SBE and DBE)
- 2.4 Kimley-Horn & Associates, Inc.

- 2.5 Michael Baker International
- 2.6 Parsons Transportation Group Inc.
- 2.7 STV Incorporated
- 2.8 Terry A. Hayes Associates, Inc. (SBE and DBE)

3. Discipline 3 - Economic & Financial Analysis:

- 3.1 AECOM Technical Services, Inc.
- 3.2 Cambridge Systematics, Inc.
- 3.3 ECONorthwest
- 3.4 Ernst & Young Infrastructure Advisors, LLC
- 3.5 Morgner Construction Management (SBE and DBE)

4. Discipline 4 - Sustainability/Active Transportation:

- 4.1 Alta Planning + Design, Inc.
- 4.2 CR Associates (SBE)
- 4.3 Michael Baker International
- 4.4 Toole Design Group Engineering, Inc.

5. Discipline 5 - Demand Modeling & Geographic:

- 5.1 AECOM Technical Services, Inc.
- 5.2 Parsons Transportation Group Inc.
- 5.3 Resource System Group, Inc.
- 5.4 WSP USA

6. Discipline 6 - Research & Surveying:

- 6.1 Resource System Group, Inc.

7. Discipline 7 - Parking Management:

- 7.1 Walker Consultants, Inc.

8. Discipline 8 - Community Design & Land Use:

- 8.1 Anil Verma Associates, Inc. (SBE and DBE)
- 8.2 Gensler
- 8.3 Gruen Associates
- 8.4 Raimi & Associates, Inc. (SBE)

## **ISSUE**

Metro's Countywide Planning and Development (CPD) department requires a bench contract for professional services with eight disciplines: transportation planning, environmental planning,

economic and financial analysis, sustainability/active transportation, demand modeling and geographic information system (GIS), research and surveying, parking management, and community design and land use.

A list of the qualified contractors for each discipline is shown in Attachment A-1. Depending on the scope of services, the project manager will decide which discipline is to be used. A task order will be awarded to a contractor in a specific discipline after a competitive procurement process.

## **BACKGROUND**

Over the past four years, CPD's needs have evolved with some disciplines determined to be no longer needed and some covered in other bench contracts. In addition, one new discipline, parking management, has been identified due to Measure M, and scopes of services have been expanded in other functional units. Disciplines included in the existing Bench were evaluated and updated to reflect the evolving needs of the department.

The CPD Bench has been widely used by project managers within CPD and other departments throughout Metro to expedite different technical studies. Many of the projects and studies listed in the Bench contract categories, once identified, must be initiated and completed in a relatively short period. The CPD Bench will allow task orders to be awarded more efficiently since the initial qualification reviews have been completed.

## **DISCUSSION**

The current CPD Bench has been utilized over the past four years and has proven to be a very successful method in reducing staff resources expended on the procurement of service contracts and allowing for projects to be completed more efficiently. The authorized funding amount under the current Bench, which expires December 2023, is \$30 million with 10 disciplines. Since the Bench was established in 2018, 36 task orders to 50 firms have been awarded totaling \$18.5 million. Although the Bench was impacted by the CEO's request to suspend and slow down any contracted work during the COVID-19 pandemic, staff continued to utilize the bench efficiencies, although at a slower pace. In comparison, the 2013 bench had 51 task orders to 143 firms in 17 disciplines totaling \$29.2 million.

Staff recommends the total funding value of \$50 million for this new CPD Bench in anticipation of increasing costs and higher demand for technical consultant services in the next five years. However, there may be unforeseen requirements for other project changes or schedule acceleration which may exceed existing assumptions and exhaust the approved total contract value before the end of the contract period. Under these circumstances, if needed, staff will return to the Board to request an increase in contract funding.

## **DETERMINATION OF SAFETY IMPACT**

The approval of this Bench will not have any impact on the safety of our customers and employees.

## **FINANCIAL IMPACT**

Award of the CPD Bench would have no impact on the existing FY24 budget. Funding for FY24 has been included in the CPD budget for numerous cost centers and projects. Each task order awarded to a contractor will be funded with the source of funds identified for that project. Since this is a multi-year contract, the cost center manager and Chief Planning Officer will be responsible for budgeting costs in future years, including any options exercised.

### **Impact to Budget**

The funding for these task orders is dependent upon the specific project. Generally, Propositions A and C, Measure M and the Transportation Development Act (TDA) Administration funds used for planning activities that are not eligible for bus or rail capital and operating will be used.

## **EQUITY PLATFORM**

CPD projects are designed and implemented with the requirement for community engagement to ensure that consideration and service to Equity-Focus Communities are included. All projects utilizing the CPD Bench have been evaluated through the Metro Budget Equity Assessment Tool and Equity Focus Community Budget Assessment during Metro's annual budget process. Furthermore, the Diversity and Economic Opportunity department in Vendor Contract Management included requirements for Small Business Enterprise (SBE), Disabled Veteran Business Enterprise (DVBE) and Disadvantaged Business Enterprise (DBE) firms to propose as primes and for proposers to include on their teams as part of their submittal. Seven (7) of the twenty-six recommended bench participants are certified firms.

Metro CPD project managers work collaboratively with local communities to understand equity issues before implementing projects as part of its process to work with local stakeholders to support better transit opportunities or mitigate any issues raised for any impacted groups. If approved, statements of work solicited for these bench contracts would incorporate equity assessment considerations.

## **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The recommendation supports Metro Vision 2028 Strategic Plan goal # 5.2. Metro will exercise good public policy judgment and sound fiscal stewardship. The expertise required for Metro projects will be conducted by qualified firms.

## **ALTERNATIVES CONSIDERED**

The Board could choose not to approve the recommendations. This is not recommended as the award of these task orders would then be pursued as separate procurements which, for each task order, could potentially take months to complete. This would limit our ability to respond quickly to needs and to meet tight project delivery schedule constraints. Additionally, extending the existing Bench is also not recommended as this Bench was created five years ago. The approval of this Bench contract will create new contracting opportunities. The Board could also elect not to approve the CEO's authority to award individual task orders. This is not recommended as our experience has

shown that the cost of professional service contracts is higher than five years ago.

### **NEXT STEPS**

Upon Board approval, staff will establish and execute the Bench contracts. As needed, staff will solicit responses to individual task orders from specific disciplines. The applicable SBE, DVBE, and/or DBE goal requirements will be set for each task order.

### **ATTACHMENTS**

Attachment A - Procurement Summary

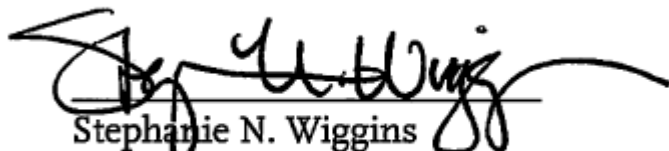
Attachment B - DEOD Summary

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