

South Bay Cities Council of Governments

July 23, 2015

TO: SBCCOG Board of Directors

FROM: SBCCOG Steering Committee

SUBJECT: Recommendation to Select Consultant for 2015 South Bay Highway Program Implementation Plan Update

Adherence to Strategic Plan:

Goal A: Environment, Transportation, and Economic Development. Facilitate, implement, and/or educate members and others about environmental, transportation, and economic development programs that benefit the South Bay. Strategy 5 – Actively pursue opportunities for infrastructure funding for member agencies.

BACKGROUND

The SBCCOG provides assistance to Metro in the development and oversight of projects funded within the Measure R South Bay Highway Program (SBHP). The SBCCOG responsibilities are administered consistent with the SBCCOG-adopted SBHP Implementation Plan. The SBCCOG updates its South Bay Highway Program Implementation Plan (SBHP-IP) policies, procedures, and candidate projects biennially. The SBHP Implementation Plan is currently being updated to reflect changes in policy since the last update in 2013.

Since that time, more than 50 additional policies and procedures have been adopted by the SBCCOG Board of Directors or identified by staff for inclusion in an update of the SBHP-IP. Key issues include project tiering, project deferral / deobligation, a switch to allocating funding based on projected project cash flow, potential expansion of the eligibility of “operational improvements”, development of a more aggressive program to secure matching funds, and updating the methodologies to be used for SBHP project assessment and prioritization.

The magnitude of the 2015 SBHP-IP Update requires additional consultant assistance from the SBHP Technical Services Bench of pre-qualified consultants. An SBCCOG RFP for task order assistance was released on June 16, 2015 to eligible firms with an original submittal deadline of June 30, 2015. Since each of the invited proposers has an active task order contract to provide services to the SBCCOG related to the SBHP, interested proposers were requested to submit a technical assistance proposal including a work plan, cost, schedule, and staffing plan that responded to the scope of work described in the RFP. In response to comments received, an addendum to the RFP was issued that extended the submittal deadline to July 7, 2015 at 2 p.m.

Proposals were received from the following two teams:

1. Iteris / System Metrics Group

2. Parsons Brinckerhoff / System Metrics Group

A SBCCOG Consultant Proposal Evaluation Panel was convened on July 9, 2015. The Panel included representatives from SBCCOG (Jacki Bacharach and Steve Lantz), L. A. Metro (Isidro Panuco), and a South Bay City Public Works Director (Stephanie Katsouleas). Both proposals evaluated for their technical and management approach, the team proposed and each firm's capabilities. The Panel was unanimous in recommending that the task order be awarded to the Iteris, Inc. / System Metrics Group.

The recommended cost of the task order award is for an amount not to exceed \$153, 582.09 covering services over an estimated six month schedule. The task order costs will be paid for with South Bay Measure R Highway Funds.

RECOMMENDATION

The Steering Committee unanimously recommends that the SBCCOG Board approve a contract with Iteris, Inc. (to include subconsultant - System Metrics Group) for the SBCCOG SBHP task order to provide technical assistance in the preparation of the 2015 SBHP IP Update for an amount not to exceed \$153,582.09.