

South Bay Cities Council of Governments

May 13, 2019

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

SUBJECT: Recommendation to Select Consultant for Local Travel Network Technical Services

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.

BACKGROUND

In December 2018, the SBCCOG, in partnership with the City of Inglewood, was awarded a two-year Caltrans' Sustainability Award for \$385, 217 to complete a "Route Refinement Study" for a Slow-Speed Network (aka "Local Travel Network"). Initially conceptualized in Metro's "Slow-Speed Network Strategic Plan (2017) for the South Bay, the Caltrans' study is a planning grant that will define the route segments to create a region-wide network both across and within South Bay cities. The Network is envisioned to accommodate all modes of slow-speed (<25 mph) zero-emission vehicles; both battery-driven and/or human-powered.

The study consists of two (2) primary tasks. The first task is to define the route segments that will become the network. The second task will be to engage local South Bay stakeholders and solicit their input and feedback on the proposed network design. As described in the Caltrans' "Scope of Work, both study elements are informed through the work of a "technical consultant". The consultant's work products are critical to providing the necessary engineering studies, cost-benefit analysis, and geo-spatial resources for both the public stakeholder engagement as well as the planning details for the study's final report. The grant's final report will provide the necessary details for South Bay cities to use to implement the resulting Local Travel Network design.

To select a technical consultant, staff created a Request for Proposal (RFP) process for a "not to exceed" contract of \$150,000 over the course of the study. The RFP process followed SBCCOG guidelines and templates for soliciting, posting, review and evaluations of perspective bids. The RFP notice was released on March 4, 2019 with a deadline for receipt of proposals on April 8, 2019.

The RFP solicitation resulted in four (4) proposals from the following firms: WSP, KOA, Kimley & Horn, and Fehr and Peers. Selection of the Technical Consultant was based on a formal evaluator score derived from review of each respective proposal and interviews of each firm and their team.

The SBCCOG Evaluation Team consisted of SBCCOG staff: Jacki Bacharach, Wally Siembab, Steve Lantz, as well as South Bay city public works staff, Ted Semaan (Redondo Beach) and Doug

Krauss (Hawthorne). Each Evaluation Team member read and scored all proposals. Upon first reading of the proposals, the Evaluation Team's consensus was that all proposers should be invited to the proposer interview meetings (scheduled for April 23rd); all proposers were invited and participated in the interview process.

At the end of the interviews, there was unanimous agreement to select Fehr and Peers. The consensus of the Evaluation Team was that the firm offered a thorough understanding of the project scope as well as the resources and experience to complete the project deliverables on schedule. Fehr & Peers' prior experience working with the SBCCOG (on the South Bay Climate Action Plans); with individual South Bay cities; and, importantly, on similar slow-speed network designs in California were seen as positive factors that complemented their submission.

As part of the RFP process, each proposer was asked to review and provide "exceptions" to the standard SBCCOG consulting contract. Fehr and Peers suggested some modifications to the SBCCOG standard contract which have been reviewed and approved by Michael Jenkins, SBCCOG legal counsel.

RECOMMENDATION

The Steering Committee, having been delegated this decision by the Board of Directors, approves entering into a contract with Fehr and Peers to provide technical services for the Local Travel Network project for an amount not to exceed \$150,000 for the period of May 15, 2019 to April 30, 2020. The contract will be fully funded through the grant from Caltrans.

Prepared by Aaron Baum