

Metro

*Los Angeles County Metropolitan Transportation Authority
One Gateway Plaza
3rd Floor Board Room*



Agenda - Final

Thursday, July 19, 2018

9:00 AM

**One Gateway Plaza, Los Angeles, CA 90012,
3rd Floor, Metro Board Room**

Operations, Safety, and Customer Experience

Committee

Mike Bonin, Chair

Hilda Solis, Vice Chair

**Jacquelyn Dupont-Walker*

John Fasana

Robert Garcia

Shirley Choate, non-voting member

Phillip A. Washington, Chief Executive Officer

**Via Telephone*

Renaissance Hotel

9495 W. Coyotes Blvd.

Glendale, AZ 85305

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(ALSO APPLIES TO BOARD COMMITTEES)

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A member of the public may address the Board on agenda items, before or during the Board or Committee's consideration of the item for one (1) minute per item, or at the discretion of the Chair. A request to address the Board should be submitted in person at the meeting to the Board Secretary. Individuals requesting to speak on more than three (3) agenda items will be allowed to speak up to a maximum of three (3) minutes per meeting. For individuals requiring translation service, time allowed will be doubled.

Notwithstanding the foregoing, and in accordance with the Brown Act, this agenda does not provide an opportunity for members of the public to address the Board on any Consent Calendar agenda item that has already been considered by a Committee, composed exclusively of members of the Board, at a public meeting wherein all interested members of the public were afforded the opportunity to address the Committee on the item, before or during the Committee's consideration of the item, and which has not been substantially changed since the Committee heard the item.

The public may also address the Board on non-agenda items within the subject matter jurisdiction of the Board during the public comment period, which will be held at the beginning and/or end of each meeting. Each person will be allowed to speak for up to three (3) minutes per meeting and may speak no more than once during the Public Comment period. Speakers will be called according to the order in which the speaker request forms are received. Elected officials, not their staff or deputies, may be called out of order and prior to the Board's consideration of the relevant item.

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- a. Disorderly behavior toward the Board or any member of the staff thereof, tending to interrupt the due and orderly course of said meeting.
- b. A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting.
- c. Disobedience of any lawful order of the Chair, which shall include an order to be seated or to refrain from addressing the Board; and
- d. Any other unlawful interference with the due and orderly course of said meeting.

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NOTE: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA

CALL TO ORDER

ROLL CALL

APPROVE Consent Calendar Item(s): 27, 28, 29, 30, 31, 32

Consent Calendar items are approved with one motion unless held by a Director for discussion and/or separate action.

CONSENT CALENDAR

27. SUBJECT: TECHNICAL CONSULTANT FOR ZERO EMISSION BUS (ZEB) PROGRAM MASTER PLAN [2017-0782](#)

RECOMMENDATION

CONSIDER:

- A. AWARDING a cost plus fixed fee Contract No. PS51220 to ZEBGO Partners, JV for technical consultant services for the Zero Emission Bus (ZEB) Program Master Plan, in the not-to-exceed amount of \$7,139,376 for a period of performance of up to 21 months from issuance of a Notice-to-Proceed (NTP), subject to resolution of protest(s), if any; and
- B. AMENDING the FY19 budget by \$6,111,500 for anticipated contract expenses.

Attachments: [Attachment A - Procurement Summary](#)
[Attachment B - DEOD Summary](#)
[Attachment C - Board Motion](#)

28. SUBJECT: CONSULTING SERVICES FOR BUS CONTRACTS - PROJECT CONTROL SUPPORT [2017-0810](#)

RECOMMENDATION

AWARD a cost plus fixed fee Contract No. PS50321 for consulting services for bus contracts, and project control support to Capitol Government Contract Specialists (Capitol GCS), in the not-to-exceed amount of \$1,884,286, for a period of up to 30 months from issuance of a Notice-to-Proceed (NTP), in support of the current bus acquisition contracts, subject to resolution of protest(s), if any.

Attachments: [Attachment A - Procurement Summary](#)
[Attachment B - DEOD Summary](#)

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29. **SUBJECT: METRO RED LINE UNINTERRUPTIBLE POWER SUPPLY (UPS)** [2018-0069](#)

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award a 60-month, indefinite delivery indefinite quantity Contract No. OP36847000 to Tristar Power Solutions LLC, the lowest responsive and responsible bidder for Metro Red Line (MRL) Uninterruptible Power Supplies for a total not to exceed amount of \$1,004,000 inclusive of sales tax and subject to resolution of protest(s), if any.

Attachments: [Attachment A - Expenditure Plan CP205106](#)
 [Attachment B - Procurement Summary](#)
 [Attachment C - DEOD Summary](#)

30. **SUBJECT: SYNTHETIC TRANSMISSION OIL** [2018-0289](#)

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award a two-year, firm fixed unit rate Contract No. MA51203000 to Jamison Professional Services, the lowest responsive and responsible bidder for Synthetic Transmission Oil. The Contract first year base amount is \$748,348, inclusive of sales tax, and the second year contract amount is \$748,349, inclusive of sales tax, for a total contract value of \$1,496,697, subject to resolution of protest(s), if any.

Attachments: [Attachment A - Procurement Summary](#)
 [Attachment B - DEOD Summary](#)

31. **SUBJECT: TURBOCHARGERS** [2018-0342](#)

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award a two year, indefinite delivery/indefinite quantity Contract No. MA4913000 to Diesel Exhaust & Emissions LLC, the lowest responsive and responsible bidder for bus turbocharger assemblies. The award is for a base year not-to-exceed amount of \$780,918, inclusive of sales tax, and a one year Option for a not-to-exceed amount of \$796,160, inclusive of sales tax, for a total not-to-exceed contract value of \$1,577,078, subject to resolution of protest(s), if any.

Attachments: [Attachment A - Procurement Summary](#)
 [Attachment B - DEOD Summary](#)

32. SUBJECT: MEMBERSHIP ON METRO SERVICE COUNCILS [2018-0366](#)

RECOMMENDATION

APPROVE nominees for membership on Metro's Service Councils.

Attachments: [Attachment A - Qualifications & Bios](#)
 [Attachment B - Nomination Letters](#)

NON-CONSENT CALENDAR

33. SUBJECT: OPERATIONS EMPLOYEE OF THE MONTH [2018-0230](#)

RECOMMENDATION

Operations Employee of the Month

34. SUBJECT: MONTHLY UPDATE ON TRANSIT POLICING PERFORMANCE [2018-0409](#)

RECOMMENDATION

RECEIVE AND FILE Monthly Update on Transit Policing Performance.

Attachments: [Attachment A - System-Wide Law Enforcement Overview May 2018](#)
 [Attachment B - Detail by Rail Line May 2018](#)
 [Attachment C - Key Performance Indicators May 2018](#)
 [Attachment D - Transit Policing Summary](#)

35. SUBJECT: METRO TRANSFERS DESIGN GUIDE (2018) [2018-0321](#)

RECOMMENDATION

RECEIVE oral update on Metro Transfers Design Guide.

Attachments: [Presentation](#)

36. SUBJECT: ORAL REPORT ON SYSTEM SAFETY, SECURITY AND OPERATIONS [2018-0232](#)

RECOMMENDATION

RECEIVE demo on Emergency Management Preparedness and Awareness Site Specific Online Training.

37. SUBJECT: BIOMETHANE/RENEWABLE NATURAL GAS

[2018-0368](#)

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to:

- A. RECEIVE AND FILE the results of the one year pilot for the use of biomethane fuel at Bus Division 5;
- B. EXPAND the use of biomethane fuel from Division 5 to all Metro Bus Divisions;
- C. EXERCISE Contract Modification No. 3 to Indefinite Delivery/Indefinite Quantity Contract No. OP7396000 with Clean Energy Renewables to exercise a single four- year Option in the amount of \$54,808,110 to provide Biomethane Gas for all Metro Bus Divisions, increasing the total contract value from \$1,240,520 to \$56,048,630, and extending the term of the contract from August 1, 2018 to July 31, 2022; and
- D. EXECUTE individual Task Orders (Transaction Confirmations) and changes within the Board approved contract amount.

Attachments: [Attachment A - Procurement Summary](#)
 [Attachment B - Contract Modification Log](#)
 [Attachment C - DEOD Summary](#)

SUBJECT: GENERAL PUBLIC COMMENT

[2018-0447](#)

RECEIVE General Public Comment

Consideration of items not on the posted agenda, including: items to be presented and (if requested) referred to staff; items to be placed on the agenda for action at a future meeting of the Committee or Board; and/or items requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Committee subsequent to the posting of the agenda.

COMMENTS FROM THE PUBLIC ON ITEMS OF PUBLIC INTEREST WITHIN COMMITTEE'S SUBJECT MATTER JURISDICTION

Adjournment



Board Report

File #: 2017-0782, File Type: Contract

Agenda Number: 49.

REGULAR BOARD MEETING SEPTEMBER 27, 2018

**SUBJECT: TECHNICAL CONSULTANT FOR ZERO EMISSION BUS
(ZEB) PROGRAM MASTER PLAN**

ACTION: CONTRACT AWARD

RECOMMENDATION

CONSIDER:

- A. AWARDING a cost plus fixed fee Contract No. PS51220 to ZEBGO Partners, JV for technical consultant services for the Zero Emission Bus (ZEB) Program Master Plan, in the not-to-exceed amount of \$7,139,376 for a period of performance of up to 21 months from issuance of a Notice-to-Proceed (NTP), subject to resolution of protest(s), if any; and
- B. AMENDING the FY19 budget by \$6,111,500 for anticipated contract expenses.

ISSUE

In July 2017, the Board approved Motion #50 by Directors Bonin, Garcetti, Najarian, Hahn, and Solis (with amendments) to establish a working group and develop strategies for a master plan detailing the steps and costs associated with converting the Metro bus fleet to Zero Emission by 2030. (Attachment C) This action authorizes contract award to ZEBGO Partners, JV (ZEBGO) to provide technical consulting support services to develop comprehensive plans for phasing in zero emission buses (ZEB) on Metro's entire system, including Local and Rapid bus routes, by 2030.

BACKGROUND

In July 2017, the Metro Board endorsed staff's Strategic Plan for the Transition to Zero Emission Buses. The first phase in that plan is to convert the Metro Orange Line to full Zero Emission operation by 2020 and the Metro Silver Line as soon as feasible, thereafter. The second phase involves the creation of a Zero Emission Master Plan that would evaluate the entire Metro bus system and map out the best strategy and anticipated cost to convert to zero emission operation. Authorization of this Contract will support staff's efforts to affect the Strategic Zero Emissions Master Plan [Plan].

The transition plan is in agreement with Metro's Alternative Fuel Initiative policy that was adopted in

1993 and keeps Metro at the forefront of a healthier environment for our growing population. This plan also accelerates by 10 years the schedule being considered by CARB to require all of California's transit services to transition to 100% zero emissions by 2040.

To date, Metro has awarded three ZEB contracts for the electrification of the Orange and Silver BRT lines; two with BYD for five 60' ZEB's intended for the Orange Line and sixty 40' ZEB's intended for the Silver Line; and one with New Flyer for forty 60' ZEB's intended for the Orange Line.

DISCUSSION

Awarding this professional services contract to ZEBGO ensures Metro remains on schedule with transitioning to a zero emissions bus operation by 2030. The award recommendation is based on a Best Value selection that considered price and non-price factors. ZEBGO's proposal provides the Best Value and is most advantageous to Metro. Price analysis shows that the negotiated amount for the recommended firm, ZEBGO, is \$633,670 above the ICE. ZEBGO's higher priced proposal, from a Best Value perspective, offers clear advantages in the areas of relevant Zero Emission vehicle and infrastructure experience and capability; project understanding, approach, and management plan; and past experience for similar projects evaluation categories.

ZEBGO's higher proposed price is offset by providing a team of subject matter experts that far exceeded the minimum staff qualifications, and collectively have multiple transit agency experience in operating, maintaining and procuring buses, from both the transit manufacturing and operations sides. The ZEBGO team demonstrated a wide array of global electric bus experience, including deployment of electric bus depot and in-route chargers, and experience on projects with other United States transit agencies that are similar in scope and scale as the Metro program. This relevant experience and expertise in ZEB vehicle and infrastructure is critically important to the technology transition because of Metro's program timeline objectives and the rapid changes occurring in this developing field.

DETERMINATION OF SAFETY IMPACT

The approval of this Contract will have no negative impact to system safety.

FINANCIAL IMPACT

The total not-to-exceed contract amount is \$7,139,376. Staff recommends that the FY19 budget be amended by \$6,111,500 to include the portion of effort scheduled for completion in FY19. The budget will be allocated to project 405407 - ZEB Program Master Plan. Since this is a multi-year contract, the cost center manager will be accountable for budgeting the balance of funds in future fiscal years.

Impact to Budget

The current source of funds for this action is Measure R Admin. Staff will reassess funding sources and apply other applicable fund sources as they become available.

ALTERNATIVES CONSIDERED

Metro could rely exclusively on internal staff to perform the work. This alternative is not recommended as it would not be cost effective to maintain this level of expertise in-house on a full-time basis. Additionally, it would take staff away from the core operation functions, and would be more costly than contracting these functions on a task order basis.

The Board of Directors may choose not to authorize the Contract award for the project; however, this alternative is not recommended by staff, as this project is critical to support the planning necessary for conversion to Zero Emission operation by 2030. Without the additional contract support the timely delivery of this plan would be at risk.

NEXT STEPS

Upon Board approval, staff will execute the contract and issue a Notice-to-Proceed to ZEBGO.

ATTACHMENTS

Attachment A - Procurement Summary

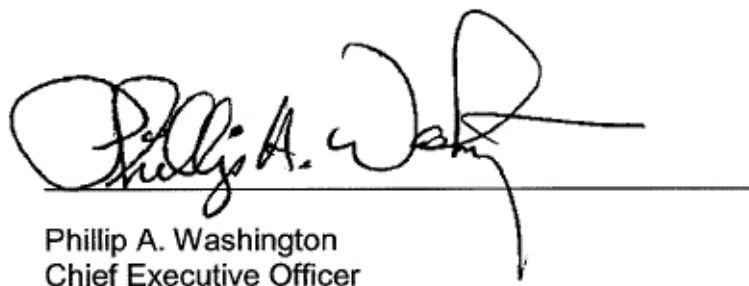
Attachment B - DEOD Summary

Attachment C - Board Motion

Board Motion 2017-0524 Endorsing Strategic Plan for Metro's Transition to Zero Emission

Prepared by: Steve Schupak, Sr. Manager, Project Control, (213) 617-6294
Marc Manning, Sr. Director, Vehicle Engineering & Acquisition (213) 617-6201
Jesus Montes, Sr. Executive Officer, Vehicle Engineering & Acquisition (213) 418-3277

Reviewed by:
James T. Gallagher, Chief Operations Officer, (213) 418-3108
Debra Avila, Chief Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

**TECHNICAL CONSULTANT FOR ZERO EMISSION BUS PROGRAM
MASTER PLAN/PS51220**

1.	Contract Number: PS51220	
2.	Recommended Vendor: ZEBGO Partners, Joint Venture	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: 02/14/18	
	B. Advertised/Publicized: 02/20/18; 02/21/18; 02/26/18	
	C. Pre-Proposal Conference: 02/27/18	
	D. Proposals Due: 03/29/18	
	E. Pre-Qualification Completed: 05/17/18	
	F. Conflict of Interest Form Submitted to Ethics: 05/31/18	
	G. Protest Period End Date: 07/20/18	
5.	Solicitations Picked up/Downloaded: 61	Bids/Proposals Received: 2
6.	Contract Administrator: Elizabeth Hernandez	Telephone Number: (213) 922-7334
7.	Project Manager: Marc Manning	Telephone Number: (213) 617-6201

A. Procurement Background

This Board Action is to approve Contract No. PS51220 for technical consulting support services to develop comprehensive plans for phasing in zero emission buses (ZEB) on Metro's entire system, including Local and Rapid bus routes, by 2030. Board approval of contract awards are subject to resolution of any properly submitted protest.

The RFP was issued in accordance with Metro's Acquisition Policy and the contract type is a cost plus fixed fee.

Five amendments were issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on March 12, 2018, clarified proposal requirements;
- Amendment No. 2, issued on March 23, 2018, clarified proposal requirements;
- Amendment No. 3, issued on May 7, 2018, clarified proposal requirements;
- Amendment No. 4, issued on May 11, 2018, solicited Best and Final Offers (BAFO); and
- Amendment No. 5, issued on May 15, 2018, clarified BAFO submittals.

A Pre-Proposal Conference was held on February 27, 2018. Proposer Questions and Metro staff answers were issued and made accessible to the planholders by posting them at Metro's website. A total of two proposals were received on March 29, 2018.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from Vehicle Engineering and Acquisition, Maintenance and Operations departments was convened and conducted a comprehensive technical evaluation of the proposals received.

The proposals were evaluated based on the following evaluation criteria and weights:

- Experience and Capability 30 percent
- Project Understanding/Approach and Management Plan 20 percent
- Firm's Experience on Similar Projects 15 percent
- Availability 5 percent
- Price 30 percent

The evaluation criteria are appropriate and consistent with criteria developed for other, similar professional services procurement. Several factors were considered when developing these weights, giving the greatest importance to experience and capability in performing similar work.

Both of the proposals received were determined to be within the competitive range. The two firms within the competitive range are listed below in alphabetical order:

1. Ramboll US Corporation
2. ZEBGO Partners, Joint Venture

The proposal evaluation period from March 29, 2018 through May 29, 2018 included reviews of the written proposals, clarifications requests and responses, oral presentations, face-to-face and conference call discussions, and transit agency reference checks. On April 26, 2018 the PET met and interviewed the firms. The firms' project manager, deputy project manager, and lead subject matter experts (SMEs) had an opportunity to present individual and team's qualifications and respond to the PET's questions. In general, each team's presentation addressed the requirements of the RFP, experience with all aspects of the required tasks, and stressed each firm's commitment to the success of the project. Also highlighted were staffing plans, work plans, perceived program challenges and risk mitigation process. Each team was asked questions relative to each firm's proposed methodology/approach and previous experience for a program with similar scope and size.

A cost analysis was performed on the Proposer's price offers in preparation of negotiations conducted on May 3, 2018. Proposer strengths and weaknesses in technical and price elements were discussed prior to requesting Best and Final offers. Best and Final Offers (BAFO) were solicited on May 11, 2018 and submittals

were received on May 22, 2018. The BAFOS were reviewed and evaluated by the PET from May 23, 2018 through May 29, 2018.

Qualifications Summary of Firms within the Competitive Range:

ZEBGO Partners, JV

WSP (Partner)

WSP is an engineering and professional consulting firm founded in 1885 and has 42,000 employees and 500 offices globally. It has 100 offices in the United States and four of them are located in Southern California with a staff of 300 employees.

WSP has electric bus experience with more than 30 projects in the world, including 13 in North America for transit agencies such as Massachusetts DOT, King County Metro, DART, and IndyGo. WSP has planned, designed and rehabilitated more than 700 bus maintenance facilities.

STV (Partner)

STV, Incorporated was founded over 100 years ago and provides architectural, engineering, planning, environmental, and construction management services for transportation systems, infrastructure, buildings, energy, and other facilities.

STV has over 30 years of experience planning, designing and implementing bus projects for public transit agencies such as LADOT, SANDAG, OCTA and SEPTA.

The ZEBGO JV proposes to augment its capabilities with expertise and specialty resources in areas such as utility coordination and interface, technology facilitation, industry outreach and best practices, facilities inventory and conversion options, sustainability practices and metrics, project administration, document control, Buy America compliance, and bus procurement and inspection. The ZEBGO team includes the following subcontractors:

- Advantec Consulting Engineers, Inc.
- Advanced Mobility Group
- Capitol GCS
- Center for Transportation and Environment (CTE)
- Fuel Solutions
- 3Cotech
- Virginkar & Associates

ZEBGO has multiple subject matter experts (SME) with transit agency experience in operating, maintaining, and procuring buses. ZEBGO would be able to leverage three different electric bus modeling techniques that had been developed and

utilized for other agencies. ZEBGO's proposal discussed experience for over 50 Zero Emission Bus (ZEB) projects. This includes an electric bus feasibility study with King County. With these projects, ZEBGO has relevant experience in deploying both depot and en-route charging infrastructure. ZEBGO's subcontractor, CTE, has worked with numerous transit agencies to model, procure, and deploy electric and fuel cell buses. Due to relevant experience, they have the ability to work on various tasks with minimal Metro oversight and accelerate various tasks as needed to meet procurement schedules.

Ramboll US Corporation

Ramboll US Corporation, formed in 1982, provides technical and strategic consulting expertise to clients for environmental and health issues. Ramboll has more than 13,000 employees in 200 offices located in 35 countries. Ramboll's local management staff is located in Los Angeles.

Ramboll currently provides technical support to Metro through the Advanced Technology Transit Vehicle Consortium (ATVC) for its recent Zero Emission Bus procurements and with regulatory agencies on air pollution policy impacts to Metro's bus acquisition plans. Ramboll also has project experience with the municipality of Oslo and Akershus county of Norway in assessment of bus fleet electrification via in-motion-charging trolley buses. Ramboll's clients include the Port of Los Angeles, AC Transit, San Diego Metropolitan Transportation Systems (MTS), SANDAG, Santa Monica, Foothill, and Translink.

Ramboll proposed a team of subject matter experts in ZE technologies and systems integration, bus operations, service planning, facilities, utilities, and financing at the local level and from global and nationwide agencies consisting of the following:

- AECOM
- M.J. Bradley & Associates
- Gladstein, Neandross & Associates
- Capitol CGS
- Connetics Transportation Group
- Burns & McDonnell
- McCormick Busse, Inc.
- Virginkar & Associates

Ramboll's proposal identified some key personnel from local and global resources. Additionally, they have staff with zero emission vehicle experience at Metro. They also demonstrated experience in utility and capacity planning with Los Angeles Department of Water and Power (LADWP). Currently, their relevant electric bus experience is limited on deployment of charging infrastructure. They have a few projects in process that would provide that relevant experience in the future. The PET evaluated the proposals and assessed strengths, weaknesses and associated risks of each Proposal utilizing the evaluation criteria factors and sub-

factors defined in the RFP to determine the score for each firm. The ZEBGO JV had demonstrated advantages in all technical areas of Experience and Capability; Project Approach and Experience for relevant Projects of similar scope and size. Based upon the collective evaluations, ZEBGO Partners, JV is determined to be the PET's recommendation for the top ranked firm based on the scores as indicated in the table below.

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	ZEBGO Partners, JV				
3	Experience and Capability	86.40	30.00%	25.92	
4	Project Understanding/Approach and Management Plan	82.50	20.00%	16.50	
5	Firm's Experience on Similar Projects	82.53	15.00%	12.38	
6	Availability	85.00	5.00%	4.25	
7	Price	75.20	30.00%	22.56	
8	Total		100.00%	81.62	1
9	Ramboll US Corporation				
10	Experience and Capability	60.63	30.00%	18.19	
11	Project Understanding/Approach and Management Plan	61.75	20.00%	12.35	
12	Firm's Experience on Similar Projects	55.00	15.00%	8.25	
13	Availability	66.20	5.00%	3.31	
14	Price	100.00	30.00%	30.00	
15	Total		100.00%	72.10	2

C. Cost/Price Analysis

The recommended price has been determined to be fair and reasonable based upon adequate price competition, Management Audit Services (MAS) audit findings, an independent cost estimate, cost analysis, technical evaluation, fact finding, and negotiations.

	Proposer Name	Proposal Amount	Metro ICE*	Negotiated or NTE amount
1.	ZEBGO Partners, JV	\$7,690,905	\$6,505,706	\$7,139,376
2.	Ramboll US Corporation	\$5,483,671	\$6,505,706	\$5,370,780

*ICE includes costs for labor, travel and fee; excludes direct costs and general and administrative costs

Best Value Analysis

Metro's PET determined that when considering price and non-price factors, ZEBGO's proposal provides the Best Value and is most advantageous to Metro. Price analysis shows that the negotiated amount for the recommended firm, ZEBGO, is \$633,670 above the ICE. ZEBGO's higher priced proposal, from a Best Value perspective, offers clear advantages in the areas of relevant Zero Emission vehicle and infrastructure experience and capability, project understanding/ approach and management plan, and past experience for similar projects evaluation categories.

ZEBGO's higher proposed price is offset by providing a team of subject matter experts that far exceeded the minimum staff qualifications and collectively, have multiple transit agency experience in operating, maintaining and procuring buses, both from the manufacturing and transit operations sides. The ZEBGO JV team demonstrated a wide array of global electric bus experience, including deployment of electric bus depot and in-route chargers and experience with projects with other United States transit agencies that are similar in scope and scale as the LA Metro program. This relevant experience and expertise in ZEB vehicle and infrastructure is critically important to the technology transition because of Metro's program timeline objectives and the rapid changes occurring in this developing field. ZEBGO will utilize three types of service-proven simulation and modeling tools to validate various bus electrification scenarios.

D. Background on Recommended Contractor

The recommended firm, ZEBGO Partners, Joint Venture, is a partnership formed between WSP USA Inc. (formerly WSP|Parsons Brinckerhoff) and STV Incorporated to provide technical consulting services for Metro's Zero Emission Bus (ZEB) Program Master Plan. Both of the partners in the JV have offices located in Los Angeles, California.

Under a similar joint venture partnership, WSP and STV were awarded contracts to develop the performance-based technical specifications and commercial requirements for procurement of heavy rail vehicles for Metro and Massachusetts Bay Transportation Authority (MBTA). As a joint venture, these firms have undertaken the following transportation projects for Los Angeles:

- Heavy Rail Vehicle Acquisition Consulting Services and Program Control Support Services (LACMTA)
- Los Angeles World Airport Landslide Access Modernization Program
- Connect LAX Airport Metro Connector

ZEBGO's team of subject matter experts has ZEB master planning experience with other large transit agencies that include Boston, Seattle, Indianapolis and Albuquerque in the U.S., and Halifax and Calgary in Canada.

DEOD SUMMARY

**TECHNICAL CONSULTANT FOR ZERO EMISSION BUS MASTER PLAN /
CONTRACT NUMBER PS51220**

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) established a 15% Disadvantaged Business Enterprise (DBE) goal for this solicitation. ZEBGO Partners, Joint Venture exceeded the goal by making a 17.26% DBE commitment.

Small Business Goal	15% DBE	Small Business Commitment	17.26% DBE
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	DBE Partners	Ethnicity	% Committed
1.	ADVANTEC Consulting Engineers, Inc.	Asian Pacific American	1.87%
2.	Capitol Government Contract Specialist	Hispanic American	10.08%
3.	3COTECH, Inc.	Caucasian Female	0.36%
4.	Virginkar & Associates, Inc.	Subcontinent Asian American	4.95%
	Total Commitment		17.26%

B. Living Wage and Service Contract Worker Retention Policy Applicability

The Living Wage and Service Contract Worker Retention Policy (LW/SCWRP) is not applicable to this Contract.

C. Prevailing Wage Applicability

Prevailing wage is not applicable to this Contract.

D. Project Labor Agreement/Construction Careers Policy

Project Labor Agreement/Construction Careers Policy is not applicable to this Contract.

Metro



Board Report

File #:2017-0524, File Type:Motion / Motion
Response

Agenda Number:50

**REVISED
REGULAR BOARD MEETING
JULY 27, 2017**

Motion by:

**DIRECTORS BONIN, GARCETTI, NAJARIAN, HAHN and SOLIS
AS AMENDED BY SOLIS, KUEHL and BARGER**

FRIENDLY AMENDMENT BY FASANA

July 27, 2017

Strategic Plan for Metro's Transition to Zero Emission Buses

LA Metro has developed a comprehensive plan to deliver a complete transition to zero emission electric buses by 2030. The transition plan is contingent on two primary factors: continuous advancements in electric bus technology (which must increase range, reduce bus weights, reduce charging times, extend battery life cycles), as well as a drop in prices as the technology develops.

As electric bus technology continues to advance, our electric grid is becoming cleaner by gradually eliminating coal from our energy portfolio and replacing it with renewable sources. A full transition to electric buses coupled with renewable energy sources promises mobility with significantly lower environmental impacts from this form of transportation.

In order to maintain our bus fleet in a state of good repair, Metro plans to continue replacing its aging bus fleet at approximately 200 buses per year. With firm local hiring requirements in Metro bus procurement, routine bus procurement presents a recurring opportunity that bolsters our local labor force in perpetuity.

In 2012, Metro's U.S. Employment Plan resulted in the award of an \$890 million contract to Kinkisharyo, a factory in Los Angeles County, and 404 quality railcar manufacturing jobs. Similarly, Metro can leverage recurring bus replacements to bolster labor throughout Los Angeles County

Metro plans to spend nearly one billion dollars on bus procurements in the next ten years. That level of investment, coupled with a transition to all electric buses, presents an opportunity for LA County to demonstrate leadership on combating climate change, and can make Los Angeles the central marketplace for new electric bus technology: a County rich with quality manufacturing jobs rooted in

technologies that provide mobility, sustain a healthy environment and create career paths in clean energy technologies.

**SUBJECT: MOTION BY BONIN, GARCETTI, NAJARIAN, HAHN
AND SOLIS AS AMENDED BY SOLIS, KUEHL AND
BARGER**

RECOMMENDATION

WE THEREFORE MOVE that the Board:

- A. ENDORSE the Strategic Plan for Metro's Transition to Zero Emission Buses;
- B. DIRECT the CEO to create a zero emission bus infrastructure working group comprised of Metro staff, federal and state regulators and local utility companies to track market availability and to cultivate ongoing collaboration among stakeholders. The working group will monitor market rates for emerging zero emission bus technology to support Metro's 2030 transition plan:
 - 1. Working group to report to the Board annually with the latest technology innovations to support the cost/benefit analysis of fleet conversion
 - 2. MTA to host an industry forum to solicit innovative solutions to delivering the 2030 plan;
- C. AMEND the Metro federal legislative plan to advocate for local jobs as a critical factor in the evaluation criteria of MTA procurements; and
- D. DEVELOP an equity threshold consistent with Title VI regulations for priority deployment of electric buses in underserved communities.

FURTHER MOVE that the Board direct staff to:

- A. As part of establishing a working group:
 - 1. EXPAND the invitation to regional air quality regulators (e.g. South Coast Air Quality Management District), the American Public Transportation Association and California Transit;
 - 2. EXAMINE and TRACK vehicle technology and performance, energy production and pricing, infrastructure needs and life-cycle analysis and creative funding opportunities.
- B. COORDINATE with the County of Los Angeles to explore opportunities to develop a countywide incentive structure to promote and attract more companies to manufacture, assemble and produce zero-emission transit vehicles and related technologies and infrastructure in Los Angeles County;

- C. Widely PROMOTE and ENCOURAGE municipal transit agencies/operators to participate in the established process by which to co-procure ("piggyback procurement" provisions) zero-emission transit vehicles;
- D. ENSURE that MTA maintains the flexibility to explore the best available technologies that contributes to zero-emissions and/or net-negative emissions in the Los Angeles County public transit sector.

FRIENDLY AMENDMENT BY FASANA that staff report back to the board with a timeline and any commitments by parties before we undertake our next bus purchase and answers to the following questions:

- A. Will electric buses and their batteries deliver the guaranteed range and service?
- B. Can municipal and electric utilities timely invest in the grid in order to power electric buses?
- C. Which strategies will maximize Metro's ability to receive cap and trade credits?
- D. How and when can charging infrastructure be deployed at our bus divisions? More importantly, how will such infrastructure be paid for?
- E. Why is Metro's role critical for the adoption of low NOX engines in the trucking industry? What assurances do we have that this will take place when Metro has operated cleaner engines since the 1990s without adoption of these technologies by the trucking industry?
- F. What are the resiliency impacts to our service if electricity or natural gas service is disrupted? What is our back-up plan?
- G. Metro can intervene in regulatory proceedings at the California Public Utilities Commission for investor owned utilities regarding transportation electrification and equivalent natural gas proceedings as appropriate. Metro needs to assess the current regulatory schedule for such proceedings, develop advocacy position, and indicate that our adoption of electrification may be affected if electric transportation infrastructure is funded by shareholders, recovered through rates, and implemented on a timely basis.
- H. Conversely, how will Metro undertake the capital investments directly? Foothill Transit has intervened in the active proceeding. Antelope Valley and other providers are engaged. Metro needs to be more actively engaged and needs to report back to our Board on what is at stake. In SCE's service area, demand charges make the operating costs of electric buses more costly than natural gas vehicles. Are we working to influence changes to the rate schedules?
- I. Can RNG be adopted without direct Metro involvement by substituting RNG for natural gas purchased out of state? We should participate in any state framework that could create linkages between Metro's adoption of RNG and RNG implementation by the trucking industry.

**Board Report**

File #: 2017-0810, **File Type:** Contract**Agenda Number:** 46.

**REGULAR BOARD MEETING
SEPTEMBER 27, 2018****SUBJECT: CONSULTING SERVICES FOR BUS CONTRACTS - PROJECT CONTROL
SUPPORT****ACTION: APPROVE RECOMMENDATION****RECOMMENDATION**

AWARD a cost plus fixed fee Contract No. PS50321 for consulting services for bus contracts, and project control support to Capitol Government Contract Specialists (Capitol GCS), in the not-to-exceed amount of \$1,884,286, for a period of up to 30 months from issuance of a Notice-to-Proceed (NTP), in support of the current bus acquisition contracts, subject to resolution of protest(s), if any.

ISSUE

This action authorizes contract award to Capitol GCS, Inc., a certified SBE firm, to support Metro's designated bus acquisition project management with project control, document management and oversight of the Bus OEM Contractors to ensure performance is consistent with the requirements of the five bus acquisition contracts. The consultant shall apply appropriate program control resources and oversight support services to facilitate and ensure the timely production and delivery of the buses.

BACKGROUND

In summary, contracts for 465 buses have been awarded from the 1005 buses authorized by the Metro Board under RFP Nos. OP28367, and OP29199. Given the pressing timelines to build and deliver these buses which are needed for ongoing support of Bus Operations, as well as the conversion process of Metro Orange Line and Metro Silver Line to zero emission operation, the contracts must run concurrently, necessitating additional supporting resources to assist with management and oversight for the bus builds.

In April 2016, Metro's Board of Directors authorized staff to initiate RFP No. OP28367 for the procurement of up to 1,000 CNG or Zero Emission Transit Buses for replacement of up to 600, 40' transit buses and 400 60' transit buses. Subsequently, four contracts were awarded in response to RFP No. OP28367, one for each vehicle type:

- Part A, 40' CNG buses (base order of 295 buses, awarded to ENC in June 2017)

- Part B, 60' CNG buses (base order of 65 buses, awarded to NF in July 2017)
- Part C, 40' ZE buses (base order of 60 buses, awarded to BYD in July 2017)
- Part D, 60' ZE buses (base order of 35 buses, awarded to NF in July 2017, plus 5 buses added through FTA LoNo Grant in April 2018)

An additional fifth contract for five 60' ZE buses awarded to BYD was also entered into through the Advance Transit Vehicle Consortium (ATVC) in June of 2017.

Capitol GCS, Inc. shall provide support to Metro's designated Project Managers or their designees, with program control and oversight of the five bus contracts to ensure that performance is consistent with the delivery requirements.

The Consultant shall provide, on a task order basis, highly qualified project support staff with expertise in all areas associated with the bus procurements. The scope of services shall include, but not be limited to:

- Provide oversight of project status,
- Identify any potential variances from schedule or delivery requirements,
- Assess and report regularly on project performance,
- Provide a document management system to facilitate the submittal and review process for contract documents and CDRLs,
- Budget and schedule analysis,
- Provide other management and oversight as directed by Metro.

The Diversity and Economic Opportunity Department (DEOD) has determined this project is eligible for the Small Business Set Aside status and has completed an initial evaluation of the Proposer's commitment to meet the SBE goal established for this project.

DETERMINATION OF SAFETY IMPACT

The approval of this contract will have a direct and positive impact to system safety. The procurement of 465 new buses will feature the most current safety and ADA systems available to replace older buses currently in service.

FINANCIAL IMPACT

The total not-to-exceed contract amount is \$1,884,286 and is included in cost center 3320, Vehicle Technology's budget in Capital Projects 201057, 201073, 201074, 201076 and 201077. Since this is a multi-year contract, the cost center manager will be responsible for budgeting the cost in future years.

Impact to Budget

The source of funds are Federal: Urbanized Area Formula 5307, Capital Investment 5309, and Clean Fuels Program 5308 and Local: Measure R 35% and Prop C 40%. Staff will reassess funding

sources and apply other applicable fund sources as they become available.

ALTERNATIVES CONSIDERED

Metro could rely exclusively on internal staff to perform the work. This alternative is not recommended as it would not be cost effective to maintain this level of expertise in-house on a full-time basis. Additionally, it would take staff away from the core operation functions, and would be more costly than contracting these functions out on a task order basis.

The Board of Directors may choose not to authorize the contract award for the project; however, this alternative is not recommended by staff, as this project is critical to support the bus contracts supplying buses needed by Metro to maintain safe, effective service, as well as, to convert the Orange and Silver lines to zero emission operation within the timelines required in the Board Motions. Without the additional contract support the timely delivery of these buses would be at risk.

NEXT STEPS

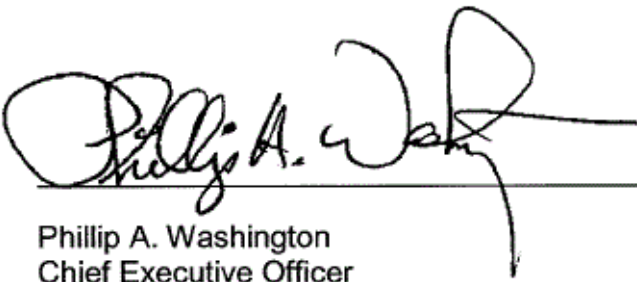
Upon Board approval, staff will award Contract No. PS50321 and issue Notice-to-Proceed to Capitol Government Contract Specialists (Capitol GCS Inc.) a certified SBE firm. Metro and Capitol GCS, Inc., will mobilize required resources to ensure timely completion of deliverables by the vehicle manufacturers.

ATTACHMENTS

Attachment A - Procurement Summary
Attachment B - DEOD Summary

Prepared by: Philip Rabottini, Senior Engineer, Vehicle Technology and Acquisition (213) 617-6269
Jesus Montes, Sr. Executive Officer, Vehicle Acquisition (213) 418- 3277

Reviewed by: James T. Gallagher, Chief Operations Officer, (213) 418-3108
Debra Avila, Chief Vendor/Contract Management Officer
(213) 418-3051



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

**CONSULTING SERVICES FOR BUS CONTRACTS
PROJECT CONTROL SUPPORT/PS50321**

1.	Contract Number: PS50321	
2.	Recommended Vendor: Capitol Government Contract Specialists Inc. (Capitol GCS)	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: 02.05.18	
	B. Advertised/Publicized: 02.09.18	
	C. Pre-Proposal Conference: 02.13.18	
	D. Proposals Due: 03.07.18	
	E. Pre-Qualification Completed: 06.08.18	
	F. Conflict of Interest Form Submitted to Ethics: 06.15.18	
	G. Protest Period End Date: 07.20.18	
5.	Solicitations Picked up/Downloaded: 71	Bids/Proposals Received: 4
6.	Contract Administrator: Wayne Okubo	Telephone Number: (213)922-7466
7.	Project Manager: Phil Rabottini	Telephone Number: (213)617-6269

A. Procurement Background

This Board Action is to approve Contract No. PS50321 issued to provide and maintain a content management solution, and to assist and augment Metro staff in the project management, administration, and on-time delivery of up to five separate contracts for Zero Emission and Compressed Natural Gas buses. Board approval of contract awards are subject to resolution of any properly submitted protest.

The RFP was issued in accordance with Metro's Acquisition Policy and the contract type is a cost plus fixed fee.

Three amendments were issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on February 16, 2018, extended the proposal due date;
- Amendment No. 2, issued on February 28, 2018, clarified scope requirements and evaluation criteria;
- Amendment No. 3, issued on April 13, 2018, requested Best and Final Offers.

A pre-proposal conference was held on February 13, 2018, and was attended by 23 individuals representing 18 different firms. A total of four proposals were received on March 7, 2018.

The proposal evaluation included reviews of the written proposals, clarifications requests and responses, oral presentations, face-to-face discussions, and Best and

Final Offers. These series of evaluation processes were necessary to assess and evaluate the proposers' strengths and weaknesses in their respective technical and price proposals.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from Vehicle Technology and Acquisition, and Rail Vehicle Acquisition was convened and conducted a comprehensive technical evaluation of the proposals received.

The proposals were evaluated based on the following evaluation criteria and weights:

- | | |
|---|------------|
| • Degree of the Team's Skill and Experience | 35 percent |
| • Proposed Resources | 20 percent |
| • Understanding of the Work and Effectiveness of the Execution Plan | 20 percent |
| • Price | 25 percent |

The evaluation criteria are appropriate and consistent with criteria developed for other, similar professional services engagements. Several factors were considered when developing these weights, giving the greatest importance to the proposed team's skill and past performance experience in similar scopes of work in support of rolling stock acquisition contracts.

Of the four proposals received, all were determined to be within the competitive range. The firms within the competitive range are listed below in alphabetical order:

1. Alliance/CMS/O2EPCM JV
2. Capitol GCS, Inc.
3. MARRS Services, Inc.
4. Virginkar and Associates, Inc.

Proposal evaluation began on March 8, 2018. The evaluation team met on March 13, 2018 to discuss the proposals strengths, weaknesses, clarifications, and deficiencies. As a result of this initial evaluation meeting, clarifications were requested and deficiencies were identified to the proposers. All firms were required to clarify and correct deficiencies by March 26, 2018. On March 28, 2018, all deficiencies were deemed to have been corrected and clarifications sufficiently explained. Initial scores revealed that all proposers were within a competitive range, so on April 2, 2018 all proposers were requested to prepare a presentation led by each proposed Project Manager. Presentations were held on April 9, 2018 after which each proposer's strengths and weaknesses were also discussed. Best and Final Offers (BAFO) were then requested on April 13, 2018 with a due date of April 20, 2018. All BAFOs were received and final evaluation and recommendation for award was then made by the PET.

Qualifications Summary of Firms within the Competitive Range:

Capitol GCS

Capitol GCS is a certified Small Business Enterprise (SBE) firm specializing in project management consulting for metropolitan transit agency rolling stock procurements and overhaul programs. Their proposed team provides industry with technical support for transit projects including rolling stock document control systems experience. The technical team includes resources from WSP USA's pool of engineers experienced in transit applications. The proposed document control solution is developed on a Sharepoint platform and supported by WSP and Information Design Consultants, Inc. (IDCI).

Alliance/CMS/O2EPCM JV

The Alliance/CMS/O2EPCM JV chose RailPlan International as its technical partner because of RailPlan's past experience in support of new rolling stock acquisitions, vehicle overhauls, and vehicle maintenance. The team provides program management and project controls support for Metro transit and rolling stock programs and local SBE capability.

MARRS Services, Inc.

MARRS Services, Inc. has teamed with Atkins North America/SNCLavalin as a significant subcontractor for its bus procurement expertise, and KAYGEN for IT programming support. The team provides project control support services to transit agencies for engineering, procurement, and construction.

Virginkar and Associates, Inc.

Virginkar and Associates, Inc. is a certified Small Business Enterprise (SBE) that specializes in rolling stock design, manufacture, assembly, inspection, test, shipping, operations, and maintenance. Virginkar has teamed with STV as its primary technical support service provider, to provide services related to rolling stock procurements and the necessary support services.

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	Capitol GCS				
3	Degree of the Team's Skill and Experience	7.50	35.00%	26.25	
4	Proposed Resources	8.10	20.00%	16.19	
5	Understanding and Effectiveness of Execution Plan	8.33	20.00%	16.67	
6	Price		25.00%	22.63	
7	Total		100.00%	81.74	1
8	Alliance/CMS/O2EPCM JV				
9	Degree of the Team's Skill and Experience	7.08	35.00%	24.79	
10	Proposed Resources	6.51	20.00%	13.02	
11	Understanding and Effectiveness of Execution Plan	6.83	20.00%	13.67	
12	Price		25.00%	23.99	
13	Total		100.00%	75.47	2
14	MARRS, Inc.				
15	Degree of the Team's Skill and Experience	6.67	35.00%	23.33	
16	Proposed Resources	6.88	20.00%	13.75	
17	Understanding and Effectiveness of Execution Plan	6.78	20.00%	13.56	
18	Price		25.00%	24.34	
19	Total		100.00%	74.98	3
20	Virginkar and Associates				
21	Degree of the Team's Skill and Experience	6.71	35.00%	23.48	
22	Proposed Resources	6.19	20.00%	12.39	
23	Understanding and Effectiveness of Execution Plan	6.75	20.00%	13.50	
24	Price		25.00%	25.00	
25	Total		100.00%	74.37	4

C. Cost/Price Analysis

The recommended price has been determined to be fair and reasonable based upon adequate competition, an independent cost estimate, cost analysis, technical evaluation, fact finding, and negotiations.

	Proposer Name	Proposal Amount	Metro ICE	Negotiated or NTE amount
1.	Alliance/CMS/O2EPCM	\$ 2,056,374	\$ 1,674,560	\$ 1,777,839
2.	Capitol GCS	\$ 2,186,095	\$ 1,674,560	\$ 1,884,286
3.	MARRS, Inc.	\$ 1,835,412	\$ 1,674,560	\$ 1,751,974
4.	Virginkar & Associates	\$ 1,763,606	\$ 1,674,560	\$ 1,705,684

Note that the Metro ICE does not include fee or travel in its calculation.

D. Background on Recommended Contractor

The recommended firm, Capitol GCS, Inc., located in Irvine, California, has been in business since 2011 in the program management consulting field. Capitol GCS has supported a variety of rolling stock acquisition/overhaul support contracts with agencies such as LACMTA, Southern California Regional Rail (Metrolink), North County Transit District, and Washington DC Metropolitan Transit Agency.

DEOD SUMMARY

**CONSULTING SERVICES FOR BUS CONTRACTS
PROJECT CONTROL SUPPORT/PS50321**

A. Small Business Participation

Pursuant to Metro's Board-approved policy, competitive acquisitions with three or more Small Business Enterprise (SBE) certified firms within the specified North American Industry Classification System (NAICS) as identified for the project scope shall constitute a Small Business Set-Aside procurement. Accordingly, the Contract Administrator advanced the solicitation, including posting the solicitation on Metro's website, advertising, and notifying certified small businesses as identified by NAICS code(s) that this solicitation was open to **SBE Certified Small Businesses Only**.

Capitol Government Contract Specialists, an SBE Prime, is performing 61.74% of the work with its own workforce and made a total SBE commitment of 88.73%. The prime listed one (1) SBE firm, Information Design Consultants, Inc. and one (1) non-SBE firm, WSP, Inc. as subcontractors on this project.

SMALL BUSINESS SET-ASIDE

	SBE Contractor	SBE % Committed
1.	Capitol Government Contract Specialists (Prime)	61.74%
2.	Information Design Consultants, Inc.	26.99%
	Total Commitment	88.73%

B. Living Wage and Service Contract Worker Retention Policy Applicability

The Living Wage and Service Contract Worker Retention Policy (LW/SCWRP) is not applicable to this Contract.

C. Prevailing Wage Applicability

Prevailing wage is not applicable to this Contract.

D. Project Labor Agreement/Construction Careers Policy

Project Labor Agreement/Construction Careers Policy is not applicable to this Contract.



Board Report

File #: 2018-0069, File Type: Contract

Agenda Number: 29.

OPERATIONS, SAFETY AND CUSTOMER EXPERIENCE COMMITTEE JULY 19, 2018

**SUBJECT: METRO RED LINE UNINTERRUPTIBLE POWER
SUPPLY (UPS)**

ACTION: AWARD CONTRACT

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award a 60-month, indefinite delivery indefinite quantity Contract No. OP36847000 to Tristar Power Solutions LLC, the lowest responsive and responsible bidder for Metro Red Line (MRL) Uninterruptible Power Supplies for a total not to exceed amount of \$1,004,000 inclusive of sales tax and subject to resolution of protest(s), if any.

ISSUE

This procurement replaces old defective, unreliable Uninterruptible Power Supply (UPS) units on Metro Red Line (MRL) Segments 2 and 3 that have reached the end of their useful service life. The performance of these UPS's has become unreliable as these units are more than 18 years old. The Original Equipment Manufacturer has stopped providing spare parts to support maintenance of the obsolete units.

DISCUSSION

Three stations of MRL Segment 2 opened in 1996 and the other five stations were completed in 1999 while Segment 3 opened in 2000. In total, the Metro Red Line rail service has sixteen passenger stations and two (2) facilities underground. These two segments have twenty-five (25) Uninterruptible Power Supplies (UPS) in service requiring replacement. The operation of these UPS's is for critical Fire and Life Safety functions.

The UPS equipment must be available to provide Emergency Power for lighting and Communication Systems to support evacuation of patrons and employees when normal utility power to the underground passenger stations and facilities is lost. In addition, these UPS's provide back-up to Metro's underground fire alarm system.

The Diversity and Economic Opportunity Department (DEOD) did not recommend a Small Business Enterprise (SBE)/Disabled Veteran Business Enterprise (DVBE) goal for this solicitation. The prime would provide replacement of Uninterruptible Power Supply (UPS) parts, and ship to Metro. Metro

will be responsible for installation.

DETERMINATION OF SAFETY IMPACT

The UPS is required for the proper functioning of critical emergency lighting for tunnels and passenger station evacuations. UPS's provide electrical power to operate Police and Metro radio and communication systems, Variable Message Signs and Supervisory Control and Data Acquisition systems (SCADA). UPS's are required for the control power to operate substation High Voltage Switchgears.

FINANCIAL IMPACT

The total five year contract amount is \$1,004,000. FY18 funding of \$266,600 is included in cost center 3960, Traction Power under project 205106, MRL UPS/Battery Replacement. FY19 funding is \$833,000. The Life-of-Project Budget for CP 205106 is \$3,684,000 and inception-to-date there is \$13,019 in expenditures charged against this project.

Since this is a multi-year contract, the Senior Executive Officer, Maintenance and Engineering and cost center manager will ensure that the balance of funds are budgeted in future Fiscal Years.

Impact to Budget

The current source of funds for this procurement is Proposition C 40% Discretionary. This funding source maximizes the allowable fund use given approved funding provisions.

ALTERNATIVES CONSIDERED

There are no suitable energy sources for the replacement of emergency UPS's to operate the critical emergency loads.

NEXT STEPS

Upon Board approval, staff will execute Contract No. OP36847000 to Tristar Power Solutions LLC to provide Metro Red Line Uninterruptible Power Supplies, develop a schedule for the replacement of the UPS units at a rate of one unit every two (2) months, and select and form a construction crew dedicated to plan the replacement of the old defective unit with minimum or no disruption to critical system it supplies.

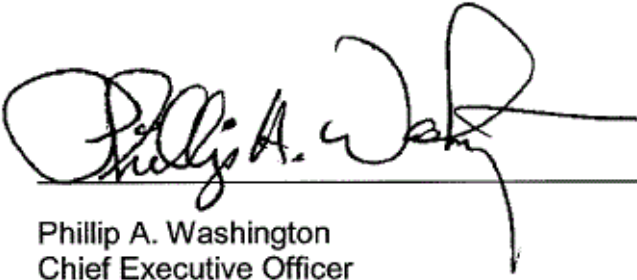
ATTACHMENTS

Attachment A - Expenditure Plan
Attachment B - Procurement Summary
Attachment C - DEOD Summary

Prepared by: Winston Dixon, Manager, Wayside Systems (213) 272-8229
Errol Taylor, Senior Executive Officer, Maintenance and Engineering, (213) 922-

3227

Reviewed by: James T. Gallagher, Chief Operations Officer, (213) 418-3108
Debra Avila, Chief, Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington
Chief Executive Officer

Expenditure Plan
 CP 205106- Replacement of Uninterruptible Power Supplies
 and Batteries on Metro Red Line

CP 205106 Replacement of Uninterruptible Power Supplies and Batteries on Metro Red Line- LOP \$3,684,000	Past ITD	Current FY 2018	Future FY 2019	Future FY 2020	Future FY2021	Future FY2022	Total
Non-Labor Items:							
Materials & Supplies	\$ -	\$ 13,019.76	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 53,019.76
OP97901000-48045 Rigging Services	\$ -	\$ -	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 152,000.00	\$ 542,000.00
OP36847000 Uninterruptible Power Supply	\$ -	\$ -	\$ 197,000.00	\$ 284,920.00	\$ 240,960.00	\$ 281,120.00	\$ 1,004,000.00
PS46172000 Project Control	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 24,000.00
Batteries	\$ -	\$ -	\$ 290,000.00	\$ 290,000.00	\$ 290,000.00	\$ 335,000.00	\$ 1,205,000.00
Labor:	\$ -	\$ 5,980.24	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 250,000.00	\$ 855,980.24
Yearly Cash Flow	\$ -	\$ 19,000.00	\$ 833,000.00	\$ 920,920.00	\$ 876,960.00	\$ 1,034,120.00	\$ 3,684,000.00

PROCUREMENT SUMMARY

**METRO RED LINE UNINTERRUPTIBLE POWER SUPPLY (UPS)
/ OP36847000**

1.	Contract Number: OP36847000	
2.	Recommended Vendor: Tristar Power Solutions LLC	
3.	Type of Procurement (check one): <input checked="" type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: 10/09/17	
	B. Advertised/Publicized: 10/08/17, 10/12/17	
	C. Pre-Bid Conference: N/A	
	D. Bids Due: 01/05/18	
	E. Pre-Qualification Completed: 2/27/18	
	F. Conflict of Interest Form Submitted to Ethics: 2/21/18	
	G. Protest Period End Date: 6/20/18	
5.	Solicitations Picked up/Downloaded: 39	Bids Received: 4
6.	Contract Administrator: Lorretta Norris	Telephone Number: (213) 922-2632
7.	Project Manager: Winston Dixon	Telephone Number: (213) 922-3323

A. Procurement Background

This Board Action is to approve Contract No. OP36847000 to provide Metro's Red Line stations with 25 uninterruptible power supply (UPS) units. Board approval of contract award is subject to resolution of any properly submitted protest(s).

Invitation for Bid (IFB) No. OP36847 was issued in accordance with Metro's Acquisition Policy and the contract is an indefinite delivery, indefinite quantity not-to-exceed.

Five amendments were issued during the solicitation phase of this IFB:

- Amendment No. 1 was issued on October 26, 2017, to insert the Metro Red Line route map.
- Amendment No. 2 was issued on November 14, 2017, to identify the contract type; to replace the Schedule of Quantities & Prices Form; to revise Q&A due date; and revise the bid due date.
- Amendment No. 3 was issued on November 20, 2017, to revise the technical spec.
- Amendment No. 4 was issued on December 1, 2017, to insert the Standard Operating Procedure (SOP) and identify SOW changes; revise the bid due date to January 5, 2018.
- Amendment No. 5 was issued on December 18, 2017, to revise Questions and Answers due date to December 22, 2017.

A total of four bids were received on January 5, 2018.

B. Evaluation of Bids

This procurement was conducted in accordance, and complies with Metro’s Acquisition Policy for a competitive sealed bid. The four bids received are listed below in alphabetical order:

1. Donovan Distributing
2. HSQ Technology
3. M.C. Dean, Inc.
4. Tristar Power Solutions, LLC

All bidders were determined to be fully responsive and responsible to the bid requirements.

The firm recommended for award, Tristar Power Solutions, was found to meet all technical requirements and is in full compliance with the IFB requirements.

C. Price Analysis

The recommended bid price from Tristar Power Solutions has been determined to be fair and reasonable based upon adequate price competition and selection of the lowest price responsive and responsible bidder.

Bidder Name	Bid Amount	Metro ICE
Tristar Power Solutions LLC	\$1,004,000	\$1,102,500
M.C. Dean, Inc.	\$1,143,445	
Donovan Distributing	\$2,621,273	
HSQ Technology	\$3,336,052	

*Note: The total bid amounts reflect the additional .25% Los Angeles County sales tax not in effect at the time that bids were solicited.

D. Background on Recommended Contractor

The recommended firm, Tristar Power Solutions LLC, located in Edina, Minnesota has been in business for nine years providing and servicing UPS systems nationwide. The firm has conducted business with AT&T Telecommunication Company, Sprint Corporation, Eaton Corporation, Arris Group Inc., and Alliant Energy. Metro has not conducted business with Tristar Power Solutions in the past; however, based on Metro’s staff reference checks and interviews of both private and public business entities with contracts with Tristar Power Solutions, these entities reported that the recommended awardee was reputable and that its performance and delivery, of similar products and services that Metro requires, were satisfactory.

DEOD SUMMARY

METRO RED LINE UNINTERRUPTIBLE POWER SUPPLY (UPS)/OP36847000

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) did not recommend a Small Business Enterprise (SBE)/Disabled Veteran Business Enterprise (DVBE) goal for this solicitation. According to Metro's Project Manager, the prime would provide replacement of Uninterruptible Power Supply (UPS) parts, and ship to Metro. Metro staff will be responsible for installation. As such, there are no apparent subcontracting opportunities.

B. Living/Prevailing Wage and Service Contract Worker Retention Policy Applicability

The Living Wage and Service Contract Worker Retention Policy (LW/SCWRP) is not applicable to this contract.

C. Prevailing Wage Applicability

Prevailing wages are not applicable to this contract.

D. Project Labor Agreement/Construction Careers Policy

Project Labor Agreement/Construction Careers Policy is not applicable to this Contract. PLA/CCP is applicable only to construction contracts that have a construction related value in excess of \$2.5million.

**Board Report**

File #: 2018-0289, **File Type:** Contract**Agenda Number:** 30.

**OPERATIONS, SAFETY AND CUSTOMER EXPERIENCE COMMITTEE
JULY 19, 2018****SUBJECT: SYNTHETIC TRANSMISSION OIL****ACTION: AWARD CONTRACT****RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to award a two-year, firm fixed unit rate Contract No. MA51203000 to Jamison Professional Services, the lowest responsive and responsible bidder for Synthetic Transmission Oil. The Contract first year base amount is \$748,348, inclusive of sales tax, and the second year contract amount is \$748,349, inclusive of sales tax, for a total contract value of \$1,496,697, subject to resolution of protest(s), if any.

ISSUE

This procurement is for the acquisition of synthetic transmission oil which is required for maintaining the safe and reliable operation of the bus fleet. Award of contract will ensure that operating divisions and Central Maintenance Shops have adequate inventory to maintain the buses according to Metro maintenance standards.

DISCUSSION

The transmission oil is needed to lubricate internal components for the bus transmissions and serve as a coolant for better resistance to thermal breakdown. Synthetic fluids optimize transmission performance and provide resistance to heat, cold, oxidation and friction. Scheduled replacement of the transmission oil is in accordance with the manufacturer's recommended intervals and is part of Metro's preventative maintenance program to ensure the performance and longevity of the bus fleet.

The Contract to be awarded is a "requirements type" agreement in which we commit to order only from the awardee, up to the specified quantity for a specific duration of time, but there is no obligation or commitment for us to order any or all of the synthetic transmission oil that may be anticipated. The bid quantities are estimates only, with deliveries to be ordered and released as required. The second year of the Contract is defined as an Option that allows Metro to assess oil commodity market prices before making a commitment to the second year of transmission oil delivery services.

Synthetic oil will be purchased, maintained in inventory and managed by Material Management. As the synthetic oil is issued, the appropriate budget project numbers and accounts will be charged.

DETERMINATION OF SAFETY IMPACT

Award of the Contract will ensure that all operating divisions and Central Maintenance have adequate inventory to repair and maintain the buses according to Metro Maintenance standards.

FINANCIAL IMPACT

Funding of \$748,348 is included in the FY19 budget under project 306002 Operations Maintenance under line 50406, Lubricant-Revenue Equipment in multiple Cost Centers.

Since this is a multi-year contract, the cost center manager and Chief Operations Officer will be accountable for budgeting the cost in future fiscal years.

Impact to Budget

Funding for this Contract will come from Federal, State and local sources including sales tax and fares that are eligible for Bus and Rail Operating Projects. These funding sources maximize allowable fund use given approved provisions and guidelines.

ALTERNATIVES CONSIDERED

The alternative is to not award the contract and continue to procure synthetic oils on an as-needed basis at a higher cost. This approach is not recommended since it does not provide a commitment from the supplier to ensure availability and price stability.

NEXT STEPS

Upon Board approval, staff will execute Contract No. MA51203000 to Jamison Professional Services for Synthetic Transmission Oil. Metro's requirements for synthetic transmission oil will be fulfilled under the provisions of the Contract.

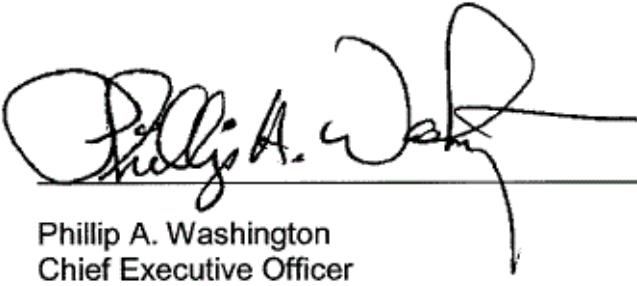
ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Prepared By: Amy Romero, Sr. Director of Central Maintenance, (213) 922-5709

Reviewed by: Debra Avila, Chief Vendor/Contract Management Officer (213) 922-6383
James T. Gallagher, Chief Operations Officer (213) 418-3108



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

SYNTHETIC TRANSMISSION OIL / MA51203000

1.	Contract Number: MA51203000	
2.	Recommended Vendor: Jamison Professional Service	
3.	Type of Procurement (check one): <input checked="" type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: 2/13/18	
	B. Advertised/Publicized: 2/13/18	
	C. Pre-proposal/Pre-Bid Conference: N/A	
	D. Proposals/Bids Due: 3/22/18	
	E. Pre-Qualification Completed: 5/2/18	
	F. Conflict of Interest Form Submitted to Ethics: 5/2/18	
	G. Protest Period End Date: 5/22/18	
5.	Solicitations Picked up/Downloaded: 6	Bids/Proposals Received: 4
6.	Contract Administrator: Tanya Allen	Telephone Number: 213/922-1018
7.	Project Manager: Alex DiNuzzo	Telephone Number: 213/922-5860

A. Procurement Background

This Board Action is to approve Contract No. MA51203000 for transmission synthetic oil. Board approval of contract awards are subject to resolution of any properly submitted protest.

IFB No. MA51203 was issued in accordance with Metro's Acquisition Policy and the contract type is Indefinite Delivery, Indefinite Quantity (IDIQ).

No amendment was issued during the solicitation phase of this IFB

IFB No. MA51203 was released on February 13, 2018, as a competitive procurement open only to Metro certified small businesses. To participate in this IFB, bidders must be a Metro Small Business Enterprise (SBE) certified with Metro prior to the bid due date.

A total of four bids were received on March 22, 2018. Of the four bids received, three of the bids were from Metro certified SBEs. Patten Energy, Inc is not a certified SBE; hence, its bid was deemed non-responsive and could not be considered for award.

B. Evaluation of Bids

This procurement was conducted in accordance, and complies with LACMTA's Acquisition Policy for a competitive sealed bid. There were three bids that were determined to have met the SBE requirements for solicitation participation. However, Goldman and Associates did not provide a bid for the second year of the statement of work requirements and was also deemed non-responsive. The bids from Jamison Professional Services and Rely Supply LLC were deemed fully responsive and responsible to all of the IFB requirements. All firms that submitted a bid are listed in alphabetical order:

1. Goldman and Associates
2. Jamison Professional Services
3. Patten Energy Inc.
4. Rely Supply LLC

C. Price Analysis

The recommended bid price from Jamison Professional Services has been determined to be fair and reasonable based upon adequate price competition and current market value of the oil commodity industry. The table below reflects the pricing for the two bidders that were determined to be fully responsive and responsible to the IFB.

Line Item No.	Low Bidder Name	Bid Amount	Metro ICE
1.	Jamison Professional Svc.	\$1,496,697	\$966,109.00
2.	Rely Supply, LLC	\$1,751,369	

D. Background on Recommended Contractor

The recommended firm, Jamison Professional Services has been in business for four years, and is a leader in oil, bus component parts and other related parts. Jamison Professional Services has provided synthetic transmission oil to MV Transpiration Inc, Denver RTD, First Transit, Inc. and Transdev Transit, Inc. Denver CO. In the past, Jamison Professional Services has provided satisfactory products and services to Metro.

DEOD SUMMARY

SYNTHETIC TRANSMISSION OIL / MA51203000

A. Small Business Participation

Pursuant to Metro's Board-approved policy, competitive acquisitions with three or more Small Business Enterprise (SBE) certified firms within the specified North American Industry Classification System (NAICS) as identified for the project scope shall constitute a Small Business Set-Aside procurement. Accordingly, the Contract Administrator advanced the solicitation, including posting the solicitation on Metro's website, advertising, and notifying certified small businesses as identified by NAICS code(s) that this solicitation was open to **SBE Certified Small Businesses Only**.

Jamison Professional Services, an SBE Prime, is performing 40% of the work with its own workforce and made a total SBE commitment of 40%. The prime also listed one (1) non-SBE firm, SC Fuels as a subcontractor on this project.

SMALL BUSINESS PRIME (SET-ASIDE)

	SBE Contractors	SBE % Committed
	Jamison Professional Services (Prime)	40%
	Total Commitment	40%

B. Living/Prevailing Wage and Service Contract Worker Retention Policy Applicability

The Living Wage and Service Contract Worker Retention Policy (LW/SCWRP) is not applicable to this Contract.

C. Prevailing Wage Applicability

Prevailing wage is not applicable to this Contract.

D. Project Labor Agreement/Construction Careers Policy

Project Labor Agreement/Construction Careers Policy is not applicable to this Contract.

**Board Report**

File #: 2018-0342, **File Type:** Contract**Agenda Number:** 31.

**OPERATIONS, SAFETY AND CUSTOMER EXPERIENCE COMMITTEE
JULY 19, 2018****SUBJECT: TURBOCHARGERS****ACTION: APPROVE RECOMMENDATION****RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to award a two year, indefinite delivery/indefinite quantity Contract No. MA4913000 to Diesel Exhaust & Emissions LLC, the lowest responsive and responsible bidder for bus turbocharger assemblies. The award is for a base year not-to-exceed amount of \$780,918, inclusive of sales tax, and a one year Option for a not-to-exceed amount of \$796,160, inclusive of sales tax, for a total not-to-exceed contract value of \$1,577,078, subject to resolution of protest(s), if any.

ISSUE

This procurement is for the acquisition of bus turbochargers which are required for maintaining the safe and reliable operation of the bus fleet. Award of this contract will ensure that Bus Maintenance has adequate inventory to repair and maintain buses according to Metro maintenance standards.

DISCUSSION

The turbocharger is a component that compresses air going into the engine to provide extra power and burn a mixture of fuel in the engine cylinders more efficiently. The turbochargers specified under this procurement are either Original Equipment Manufacturer (OEM) approved or have been tested and qualified by Metro to ensure satisfactory performance for all buses operating in transit service.

The contract to be awarded is a "requirements type" agreement in which Metro commits to order from the awardee, an indefinite quantity for a specific duration of time, without obligation or commitment for Metro to order any or all of the turbochargers that may be anticipated. The bid quantities are estimates only with deliveries to be ordered and released as required. The Diversity and Economic Opportunity Department (DEOD) did not establish a Small Business Enterprise (SBE) goal for this solicitation due to the lack of subcontracting opportunities. The purchased turbochargers are installed by Metro Mechanics.

Turbochargers will be purchased and maintained in inventory and managed by Material Management. As turbochargers are issued, the appropriate budget project numbers and accounts

will be charged.

DETERMINATION OF SAFETY IMPACT

Award of contract will ensure that all operating divisions have an adequate inventory to maintain the equipment according to Metro Maintenance standards.

FINANCIAL IMPACT

The funding of \$650,765 for these products is included in the FY19 budget under multiple bus operating cost centers in project 306002 Operations Maintenance under Line 50441, Parts - Revenue Vehicle.

Since this is a multi-year contract, the cost center managers and Chief Operations Officer will be accountable for budgeting the cost in future fiscal years.

Impact to Budget

The current source of funds for this action are Federal, State, and Local funds including sales tax and fares. These funding sources maximize allowable fund use given approved funding provisions and guidelines.

ALTERNATIVES CONSIDERED

The alternative is to not award the contract and procure turbochargers on the open market on an as-needed basis. This approach is not recommended since it does not provide a commitment from the supplier to ensure availability and price stability.

NEXT STEPS

Upon Board approval, staff will execute Contract No. MA4913000 to Diesel Exhaust & Emissions for Turbocharger Assemblies. Metro's requirements for turbochargers will be fulfilled under the provisions of the contract.

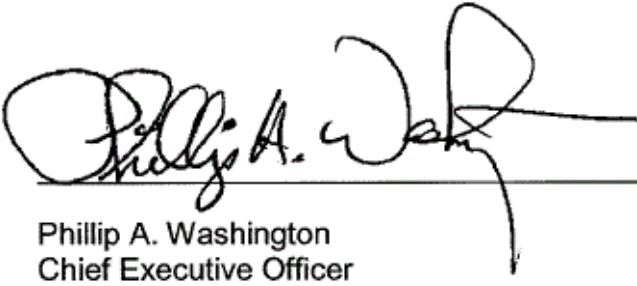
ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Prepared By: James D. Pachan, Superintendent of Maintenance, (213) 922-5804

Reviewed by: Debra Avila, Chief, Vendor/Contract Management (213) 922-6383
James T. Gallagher, Chief Operations Officer (213) 418-3108



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

TURBOCHARGER ASSEMBLIES / MA4913000

1.	Contract Number: MA4913000	
2.	Recommended Vendor: Diesel Exhaust & Emissions	
3.	Type of Procurement (check one): <input checked="" type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: 4/10/18	
	B. Advertised/Publicized: 4/10/18	
	C. Pre-proposal/Pre-Bid Conference: N/A	
	D. Proposals/Bids Due: 5/17/18	
	E. Pre-Qualification Completed: 5/22/18	
	F. Conflict of Interest Form Submitted to Ethics: 5/22/18	
	G. Protest Period End Date: 7/20/18	
5.	Solicitations Picked up/Downloaded: 9	Bids/Proposals Received: 4
6.	Contract Administrator: Tanya Allen	Telephone Number: 213/922-1018
7.	Project Manager: Alex DiNuzzo	Telephone Number: 213/922-5860

A. Procurement Background

This Board Action is to approve Contract No. MA4913000 issued in support of the procurement of Bus Turbocharger Assemblies. Board approval of contract award is subject to resolution of any properly submitted protest.

IFB No. MA49130 was issued in accordance with Metro’s Acquisition Policy and the contract type is Indefinite Delivery, Indefinite Quantity (IDIQ).

No amendments were issued during the solicitation phase of this IFB. A total of four bids were received on May 17, 2018.

B. Evaluation of Bids

This procurement was conducted in accordance with and complies with LACMTA’s Acquisition Policy for a competitive sealed bid. The four bids are listed below in alphabetical order:

1. Cummins Inc.
2. Diesel Exhaust & Emissions, LLC
3. Performance Turbochargers, LLC
4. The Aftermarket Parts Company, LLC (New Flyer)

All firms were determined to be in full compliance with the bid and technical requirements. Each bidder was deemed responsive and responsible to the IFB requirements.

C. Price Analysis

The recommended bid price from Diesel Exhaust & Emissions has been determined to be fair and reasonable based upon adequate price competition and the selection of the lowest responsive and responsible bidder.

Bidder Name	Bid Amount	Metro ICE
Diesel Exhaust & Emissions	\$1,577,077.78	\$1,498,960.00
Performance Turbochargers, LLC	\$1,615,782.04	
Cummins Inc.	\$1,888,148.49	
The Aftermarket parts Company, LLC (New Flyer)	\$2,253,745.07	

D. Background on Recommended Contractor

The recommended firm, Diesel Exhaust & Emissions, has been in business for 50 years, and is a leader in turbochargers, bus component parts and other related parts. Diesel Exhaust & Emissions has provided turbocharger assemblies for Orange County Transit Authority, Riverside Transit Authority and Foothill Transit. In the past, Diesel Exhaust & Emissions has provided satisfactory products and services to Metro.

DEOD SUMMARY

TURBOCHARGER ASSEMBLIES / MA4913000

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) did not establish a Disadvantaged Business Enterprise (DBE) goal for this solicitation due to the lack of subcontracting opportunities. Diesel Exhaust and Emissions is a Cummins authorized reseller of the turbocharger assemblies and are Original Equipment Manufacturer (OEM) parts shipped directly to Metro. The Metro project manager confirmed that the installation will be performed by Metro.

B. Living/Prevailing Wage and Service Contract Worker Retention Policy Applicability

The Living Wage and Service Contract Worker Retention Policy (LW/SCWRP) is not applicable to this Contract.

C. Prevailing Wage Applicability

Prevailing wages are not applicable to this Contract.

D. Project Labor Agreement/Construction Careers Policy

Project Labor Agreement/Construction Careers Policy is not applicable to this Contract.



Board Report

File #: 2018-0366, File Type: Appointment

Agenda Number: 32.

**OPERATIONS, SAFETY AND CUSTOMER EXPERIENCE COMMITTEE
JULY 19, 2018**

SUBJECT: MEMBERSHIP ON METRO SERVICE COUNCILS

ACTION: APPROVE NOMINEES FOR APPOINTMENT TO METRO SERVICE COUNCILS

RECOMMENDATION

APPROVE nominees for membership on Metro’s Service Councils.

ISSUE

Each Metro Service Council is comprised of nine Representatives that serve a term of three years; terms are staggered so that the terms of three of each Council’s nine members expire annually on June 30. Incumbent Representatives can serve additional terms if re-nominated by the nominating authority and confirmed by the Metro Board.

DISCUSSION

Metro seeks to appoint Service Council members reflective of the demographics of each respective region. The 2010 Census demographics of each of the Service Council regions are as follows:

% Sector Total	Hispanic	White	Asian	Black	Other	Total Pop
San Gabriel Valley	50.0%	19.9%	24.9%	3.3%	2.0%	100.0%
San Fernando Valley	41.0%	42.0%	10.7%	3.4%	2.9%	100.0%
South Bay	42.5%	23.8%	12.0%	18.3%	3.4%	100.0%
Westside/Central	43.5%	30.7%	13.0%	10.0%	2.8%	100.0%
Gateway Cities	63.9%	16.7%	8.5%	8.6%	2.3%	100.0%
Service Area Total	48.5%	26.8%	14.0%	8.2%	2.6%	100.0%

The individuals listed below have been nominated to serve by the Councils’ appointing authorities. If approved by the Board, these appointments will serve a three-year term or the remainder of the seat’s three-year term as indicated. A brief listing of qualifications for the new nominees is provided along with the nomination letters from the nominating authorities:

Gateway Cities

The demographic makeup of the Gateway Cities Service Council with the appointment of these nominees will consist of four (4) White members and five (5) Hispanic members as self-identified by the members in terms of racial/ethnic identity. The gender breakdown of the Council will be six (6) men and three (3) women.

- A. Al Rios, Gateway Cities Service Council, New Appointment
Nominated by: Gateway Cities Council of Governments
Term Ending: June 30, 2019

San Gabriel Valley

The demographic makeup of the San Gabriel Valley Service Council with the appointment of these nominees will consist of four (4) White members, three (3) Hispanic members, one (1) Native American member, and one (1) Asian member as self-identified by the members in terms of racial/ethnic identity. The gender breakdown of the Council will be eight (8) men and one (8) woman.

- B. David Diaz, San Gabriel Valley Service Council, New Appointment
Nominated by: First District Supervisor Hilda L. Solis
Term Ending: June 30, 2021

DETERMINATION OF SAFETY IMPACT

Maintaining the full complement of representatives on each Service Council to represent each service area is important. As each representative is to be a regular user of public transit, and each Council is composed of people from diverse areas and backgrounds, this enables each Council to better understand the needs of transit consumers including the need for safe operation of transit service and safe location of bus stops.

ALTERNATIVES CONSIDERED

The alternative to approving this appointment would be for these nominees to not be approved for appointment. To do so would result in reduced effectiveness of the Service Councils, as it would increase the difficulty of obtaining the quorum necessary to allow the Service Councils to formulate and submit their recommendations to the Board. It would also result in the Service Councils having less diverse representation of their respective service area.

NEXT STEPS

Staff will continue to monitor the major contributors to the quality of bus service from the customer's perspective, and share that information with the Service Councils for use in their work to plan and to implement and improve bus service in their areas and the customer experience using our bus service.

ATTACHMENTS

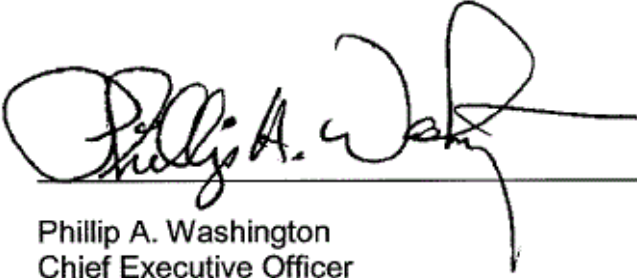
Attachment A - New Nominees' Listing of Qualifications
Attachment B - Nomination Letters

Prepared by: Conan Cheung, Sr, EO Service Development, Scheduling and Analysis, (213)

418-3034

Gary Spivack, DEO, Operations, (213) 418-3234

Reviewed by: James T. Gallagher, Chief Operations Officer, (213) 418-3108



Phillip A. Washington
Chief Executive Officer

NEW APPOINTEES BIOGRAPHIES AND QUALIFICATIONS

Al Rios, Nominee for Gateway Cities Service Council



A 20 year resident of South Gate and the surrounding communities, Al Rios was sworn in to a four-year terms as a South Gate City Council Member on April 11, 2017. Council Member Rios has been an educational leader who has promoted higher education in South Gate and surrounding communities in his role as Dean of Academic Affairs and Professor of Political Science at East Los Angeles College's South Gate Educational Center. Prior to his career at the local community college, Council Member Rios has worked with several non-profit organizations in various leadership capacities.

Councilmember Rios holds a Bachelor degree from the University of Southern California and a Master of Public Administration from City University of New York, Baruch College.

David Diaz, Nominee for San Gabriel Valley Service Council



David Diaz is a Program Director for Bike San Gabriel Valley, a local nonprofit organization, focusing on youth development, active transportation, renewable energy, urban greening and creating change in underrepresented communities. Over the last few years, he has worked on the development of the San Gabriel Valley Regional Bicycle Master Plan, the Puente Hills Landfill Park Master Plan, an Urban Greening Toolkit and multiple healthy community related policies/initiative aimed at creating healthier environments in the San Gabriel Valley. Mr. Diaz is also a Community Building Consultant, Investing in Place Board Member, South El Monte Planning

Commissioner, El Monte Coalition of Latino Professionals Member, and an el Monte Union High School District Trustee. Mr. Diaz obtained a Bachelor of Arts in Psychology and Social Behavior from Arizona State University, and holds a Masters of Public Health degree from Claremont Graduate University. Mr. Diaz resides in South El Monte with his wife Anais Medina.

APPOINTING AUTHORITY NOMINATION LETTERS

SOUTHEAST LOS ANGELES COUNTY



GATEWAY CITIES
COUNCIL OF GOVERNMENTS

- Artesia
- Avalon
- Bell
- Bellflower
- Bell Gardens
- Cerritos
- Commerce
- Compton
- Cudahy
- Downey
- Hawaiian Gardens
- Huntington Park
- Industry
- La Mirada
- Lakewood
- Long Beach
- Lynwood
- Maywood
- Montebello
- Norwalk
- Paramount
- Pico Rivera
- Santa Fe Springs
- Signal Hill
- South Gate
- Vernon
- Whittier
- County of Los Angeles
- Port of Long Beach

June 14, 2018

Mr. Phillip A. Washington, CEO
Los Angeles County Metropolitan Transportation Authority
One Gateway Plaza
Los Angeles, CA 90012

Dear Mr. Washington:

Nominees for the Metro Gateway Cities Service Council

Acting in its capacity as the convening coalition of the Metro Gateway Cities Service Council, the Board of Directors of the Gateway Cities Council of Governments has nominated one Service Council member to fill a seat expiring on June 30, 2019.

At its regularly scheduled meeting of June 6, 2018, the Gateway Cities Council of Governments Board of Directors nominated Council Member Al Rios, to fill the seats expiring June 30, 2019. A copy of the nominee's application is enclosed.

We would appreciate your assistance in agendizing the nomination for confirmation by the MTA Board of Directors at the next regularly scheduled meeting.

Sincerely,

Nancy Pfeffer
Executive Director

Enclosure

Cc: Ms. Dolores Ramos, Sr. Administrative Analyst, Regional Service Councils



BOARD OF SUPERVISORS COUNTY OF LOS ANGELES

856 KENNETH HAHN HALL OF ADMINISTRATION / LOS ANGELES, CALIFORNIA 90012
Telephone (213) 974-4111 / FAX (213) 613-1739

HILDA L. SOLIS
SUPERVISOR, FIRST DISTRICT

June 22, 2018

Gary Spivack
Deputy Executive Officer, Metro Service Councils
1 Gateway Plaza, MS 99-7-2
Los Angeles, CA 90012

RE: San Gabriel Valley Service Council Appointment

Dear Mr. Spivack,

As the Supervisor for the First District of Los Angeles County, I would like to appoint David Diaz to the San Gabriel Valley Service Council. You may contact him directly to request all necessary documentation.

David Diaz
ddiazave7@gmail.com
(626) 602-5064

Given his experience in the San Gabriel Valley, Mr. Diaz offers a balanced approach to achieve regional transportation goals. I have full confidence in his ability to represent the First District of Los Angeles County. Thank you in advance.

Yours Sincerely,

A handwritten signature in blue ink that reads "Hilda L. Solis".

HILDA L. SOLIS
Supervisor, First District

**Board Report**

File #: 2018-0409, **File Type:** Informational Report**Agenda Number:** 34.

**OPERATIONS, SAFETY AND CUSTOMER EXPERIENCE COMMITTEE
JULY 19, 2018****SUBJECT: MONTHLY UPDATE ON TRANSIT POLICING
PERFORMANCE****ACTION: RECEIVE AND FILE****RECOMMENDATION**

RECEIVE AND FILE Monthly Update on Transit Policing Performance.

ISSUE

This report reflects May 2018 performance data as reported under the transit policing deployment strategy which is a combination of in-house fare compliance officers, private security for fixed assets and a multi-agency law enforcement deployment strategy by the Los Angeles Police Department (LAPD), Los Angeles County Sheriff's Department (LASD), and Long Beach Police Department (LAPD). The information in this report summarizes system-wide Part 1 and Part 2 crime data, average emergency response times, assaults on bus operators, and Metro's fare compliance and homeless outreach efforts. The Six Key Performance Indicators (KPI) are System Wide Part 1 and Part 2 Crimes, Average Emergency Response Times, Percentage of Time Spent on the System, Ratio of Staffing Levels vs Vacant Assignments, Ratio of Proactive vs Dispatched Activity, and Number of Grade Crossing Operations.

DISCUSSION**Crime stats are as follows:****May**

Crime on the transit system continues to decrease since the implementation of the multi-agency model in July 2017. Overall crime is down by 25.2%; Part 1 crime is down by 41.8% and Part 2 crime by 3%. That being said, there was an uptick in May 2018 as compared to May 2017. The increase in crime is partially due to a series of bus/rail cell phone thefts conducted by an organized team. The law enforcement team addressed the cell phone thefts by conducting a series of operations to identify and arrest the perpetrators. An additional factor that affected the increase resulted from the surge conducted on the Red Line to prevent trespassing into secure ancillary spaces. In response to safety and security concerns raised by Metro field employees, a specialized team composed of security and law enforcement personnel conducted a 45 day operation to identify and arrest trespassers and other offenders.

As a result of this activity, Part 1 crime in May increased by 6% and Part 2 by 43%. The total Part 1 crimes equated to 3 crimes per 1 million boardings.

May Summary by Mode

Part 1 crime on the rail system decreased by 18% compared to the same period last year. Part 1 crime on the bus system increase by 183.3% (there was 22 more Part 1 crimes committed than the same period last year). To address the increase of crime on the system, law enforcement is utilizing strategic deployment to reverse the recent spike in crime.

Bus Operator Assaults:

There were five (5) bus operator assaults reported in May, there were the same amount of operator assaults compared to the same period last year.

Average Emergency Response Times:

Emergency response times averaged 4.49 minutes for the month of May.

Physical Security Improvements:

The Systems Security and Law Enforcement division continues to provide a secure and safe environment for our patrons and employees. Our Metro facility physical security assessment continued in May and the vendor visited 18 divisions in Metro, plus interviewed key division leaders and their staff. The vendor also conducted interviews with key Metro executives, ranging from Information Technology to Rail Operations and Security. A physical security assessment of Union Station is planned to begin in the summer of 2018.

Metro has had a significant problem with unauthorized persons entering through the underground station ancillary area doors that are on the end of the train platforms and on the mezzanine level. Unauthorized persons are leaving property, food, drug syringes and human waste in the hallways. Our contract security guards are now tasked to enter the ancillary areas in each underground station once per shift, and the contract guards can request assistance from LAPD or Metro Security if needed. The ancillary areas have seen a significant improvement in the cleanliness since the start of the surge in April.

Significant Activities:

Los Angeles Police Department

5/15/18- Subject was arrested for battery at Red Line 7th St/Metro Center Station.

5/25/18- Subject was arrested for robbery at Silver Line Harbor Freeway Station.

5/26/18- Subjects were arrested for robbery at Expo Line Expo/Western Station.

Los Angeles County Sheriff's Department

5/1/18- Subject was arrested for possession of a weapon and narcotics at Blue Line

Compton Station.

5/28/18- Subject was arrested for possession of stolen property and narcotics at Blue Line Slauson Station.

5/29/18- Subject was arrested for possession of concealed weapons at Blue Line Willowbrook/Rosa Parks Station.

Long Beach Police Department

5/13/18- Subject was arrested for assault at Blue Line Downtown Long Beach Station.

5/17/18- Subject was arrested for public intoxication at Blue Line Pacific Coast Highway Station.

5/21/18- Subject was arrested for robbery at Blue Line Wardlow Station.

Community and Problem Oriented Policing Activities:

Transit Law Enforcement Officers attended the Metro Regional Law Enforcement Working Group meeting in Azusa.

Metro’s Homeless Efforts:

In spring 2016, Metro created the Metro Homeless Task Force to address the displaced persons that have turned to Metro system and property for alternative shelter. Out of the Task Force, Metro created the Metro Transit Homeless Action Plan which was presented to the Metro Board of Directors in February 2017. The Action Plan’s goals are to enhance the customer experience, maintain a safe and secure system, and provide coordinated outreach. Components of the plan include Metro’s coordination with County and City Measure H and Measure HHH. The plan also called for the hiring of two C3 teams (County, City, Community) through the County Department of Health Services as indicated by Metro’s Board of Directors. The C3 teams are to provide coordinated and responsive outreach to the homeless and to ultimately get them in housing resources.

Metro’s C3 Homeless Outreach Teams:

Metro’s C3 Homeless Outreach teams’ twelve-month pilot program began on May 22, 2017 with initial homeless outreach on the Red Line. Since the launch of Metro’s C3 Homeless Outreach teams they have provided substantial homeless outreach-with 2,757 total unduplicated homeless contacts, 600 of whom have been placed into permanent housing solutions. Metro will expand C3 outreach in the FY19 budget to provide homeless outreach at Union Station and on rail and bus service. The ramp up period for the eight teams is projected to take approximately 120 days.

C3 Homeless Outreach May 22, 2017 through June 4, 2018:

Performance Measure	Monthly Number Served	Fiscal YTD Number Served
Contacts with unduplicated individuals	122	2,757
Unduplicated individuals engaged	47	1,777

Unduplicated individuals provided services (obtaining vital documents, follow-up activities, transportation, CES packet, clinical assessment, etc.) or successful referral (supportive services, benefits linkage etc.)	58	971
Unduplicated individuals engaged who are successfully linked to an interim housing resource	23	309
Unduplicated individuals engaged who are linked to a permanent housing resource	0	261
Unduplicated individuals engaged who are permanently housed	3	30

C3 Coordination with Law Enforcement

With Metro System Security and Law Enforcement personnel as the lead, Metro’s C3 teams coordinate with LAPD’s Homeless Outreach and Protective Engagement (HOPE) Teams, LASD’s Mental Evaluation Teams (MET), Long Beach PD, and Metro’s Transit Security Officers, in an effort to engage the homeless and provide placement into services. These law enforcement entities provide gap service to the Red Line when the C3 Teams are off duty and provide outreach support for the rest of the system that is not part of pilot program. Being that LAPD’s patrol includes the Red Line; connections are made between C3 teams and LAPD during the course of the C3 pilot program. Of those C3 contacts connected with interim housing during the month of May, eight of the connections to interim housing were due to the ongoing partnership between the LAPD and the C3 teams. LASD’s MET teams consist of Deputies paired with clinicians and the Department of Health LAPD’s HOPE teams consist of Officers who partner with LAHSA, the LA City Attorney’s Office and the LA City Department of Sanitation for homeless outreach response. The FY19 roll out for C3 teams will require that outreach teams coordinate with respective law enforcement.

Los Angeles Police Department HOPE Team Contacts

LAPD Transit Bureau homeless outreach totals the HOPE team contacts plus the patrol / Transit Services Division (TSD). Therefore, LAPD’s May 2018 homeless outreach is the following.

ACTION	HOPE	TSD	TOTAL
Contacts	128	93	221
Referrals	40	2	42
5150 Hold	9	2	11
Mental Illness	22	3	25

Substance Abuse	3	1	4
Veterans	1	0	1
Shelter	3	1	4
Motel With Housing Plan	0	0	0
VA Housing	0	0	0
Return To Family	0	0	0
Transitional Long-Term Housing	0	0	0
Detox	1	0	1
Rehab	2	0	2

Sheriff Mental Evaluation Team (MET) Contacts

In addition to the below data, LASD MET teams transported 24 clients to other homeless outreach connection services.

ACTION	TOTAL
Contacts	365
Referrals	83
5150 Hold	10
Mental Illness	105
Substance Abuse	92
Veterans	03
Shelter	14
Motel With Housing Plan	0
VA Housing	0
Return To Family	1
Transitional Long-Term Housing	4
Detox	0
Rehab	0

Long Beach Police Department Contacts

ACTION	TOTAL
Contacts	29
Referrals	1
5150 Hold	2
Mental Illness	11
Substance Abuse	11
Veterans	0
Shelter	0
Motel With Housing Plan	0
VA Housing	1
Return To Family	0
Transitional Long-Term Housing	0
Detox	0
Rehab	0

Metro’s Encampment Protocol:

LAPD HOPE and Sheriff’s MET teams continue to provide enforcement and outreach on city properties abutting Metro. The Metro encampment protocol has been built consistent with LA City 56.11 ordinance and utilizes the existing network to provide compliance, including storage capacity.

Additional Resources and Partnership:

Metro’s Homeless Action Plan integrates itself into the work provided under Measures H and HHH. Part of the E6 Strategies of Measure H includes 40 additional outreach workers to conduct outreach on Metro properties up to the fare gates and will be shared with parks, libraries, beaches and harbors. LA County is hiring E6 generalists to be deployed throughout the LA County Service Planning Area (SPA) network. One E6 team by agreement with LA County goes past Metro fare gates at the 7th/Metro Center Station. Over the last two months the E6 team has been able to make 93 homeless contacts and place one individual into interim housing. The E6 teams cross share information with the PATH who conducts their outreach along the Red Line.

Metro is in the process of launching a pilot program in partnership with the LA County Department of Mental Health to have proactive mental health outreach on the system. Currently, mental health outreach is typically paired with 5150 or 5250 holds. This pilot would provide mental health outreach before the hold process for proactive mental health engagement. Metro continues to work to further integrate working with the faith based community to partner in providing resources to Metro. We also look forward to participating in more Connect Day opportunities occurring near rail and bus hubs.

ATTACHMENTS

Attachment A - System-Wide Law Enforcement Overview May 2018

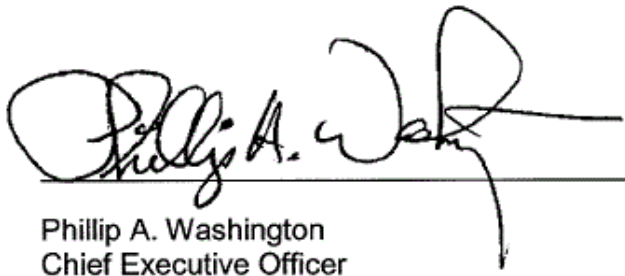
Attachment B - Detail by Rail Line May 2018

Attachment C - Key Performance Indicators May 2018

Attachment D - Transit Police Summary

Prepared by: Alex Z. Wiggins, Chief, System Security and Law Enforcement,
(213) 922-4433

Reviewed by: Stephanie Wiggins, Deputy Chief Executive Officer, (213) 922-1023



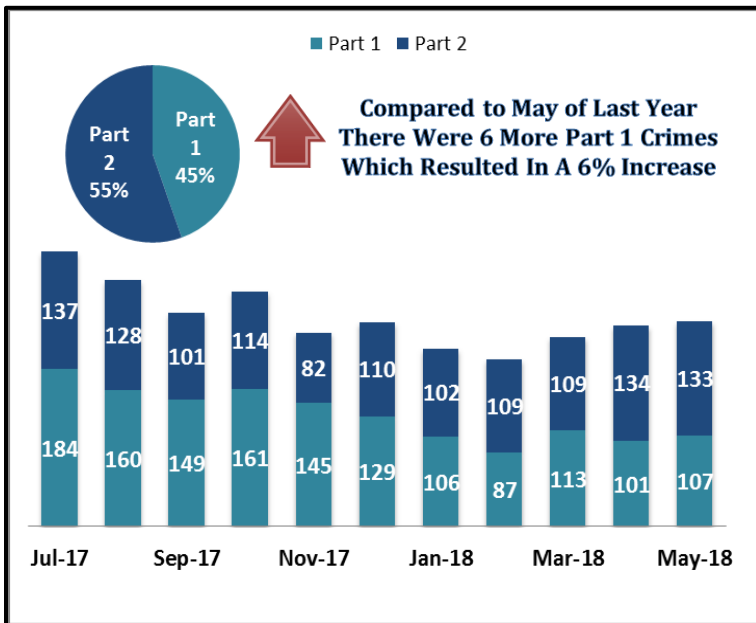
Phillip A. Washington
Chief Executive Officer

SYSTEM-WIDE LAW ENFORCEMENT OVERVIEW

MAY 2018

Attachment A

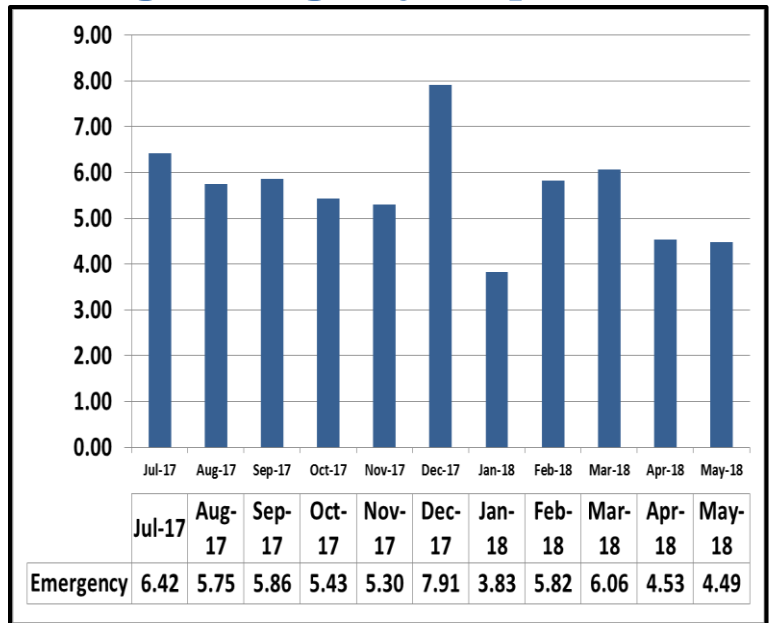
Part 1 & Part 2 Crimes



For the month of May 2018, Part 1 crime activity is up by 6% system-wide compared to the same period last year. In a monthly contrast, there were 6 more Part 1 crimes in May than in April, resulting in a 6% decrease.

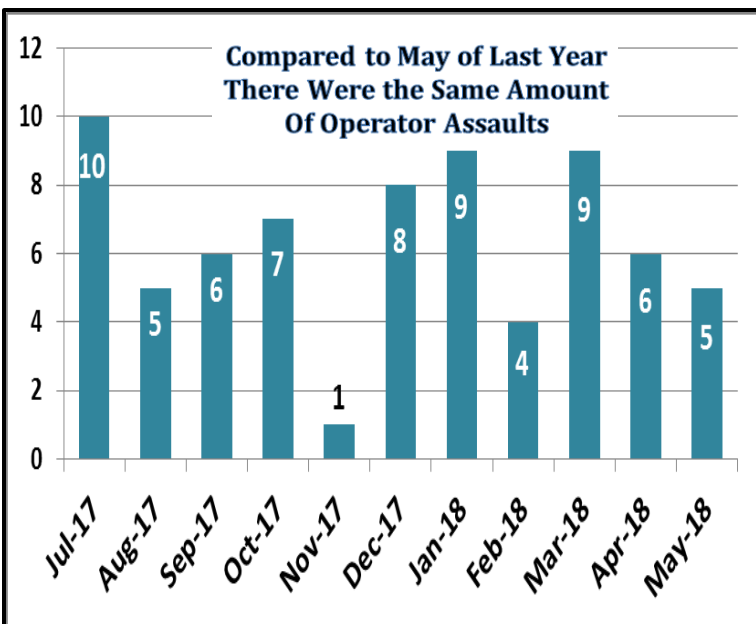
Part 2 crime activity increased by 43% system-wide compared to the same period last year. In a monthly contrast, there was 1 less Part 2 crime in May than in April.

Average Emergency Response Times



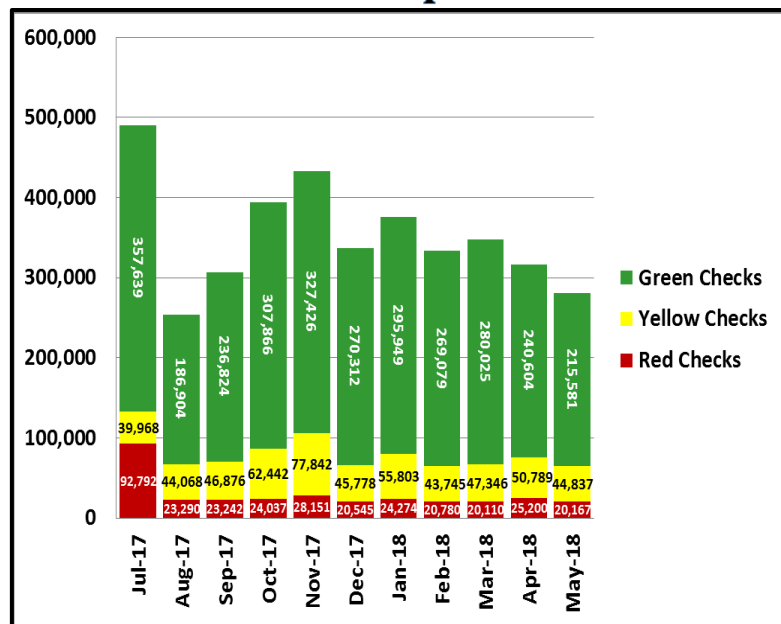
Average emergency response times were 4.49 mins.

Bus Operator Assaults



There were a total of 5 Bus Operator Assaults. Comparing the Bus Operator Assaults from the same period last year, there were 5 Operator Assaults last year.

Fare Compliance



Green Checks- Occurs when a patron has valid fare

Yellow Checks- Occurs when a patron has valid fare, but did not tap at transfer station

Red Checks- Occurs when a patron has invalid fare

Attachment B

Detail by Rail Line May 2018

Document Available Online at:

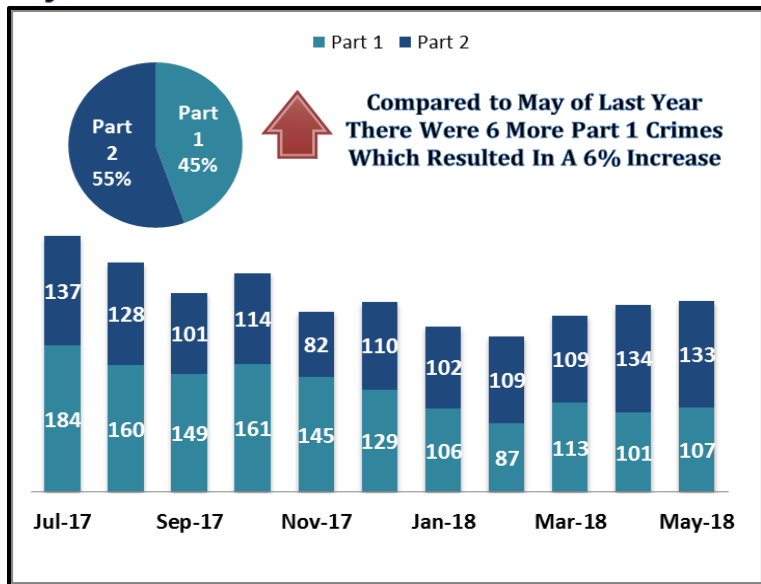
http://libraryarchives.metro.net/DB_Attachments/SSLE%20Attachments/Attachment%20B%20-%20Detail%20by%20Rail%20Line.pdf

Key Performance Indicators

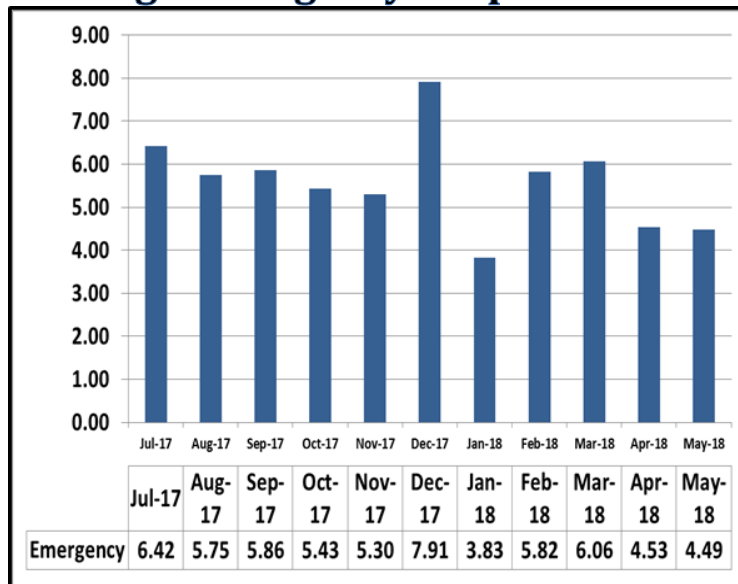
May 2018

Attachment C

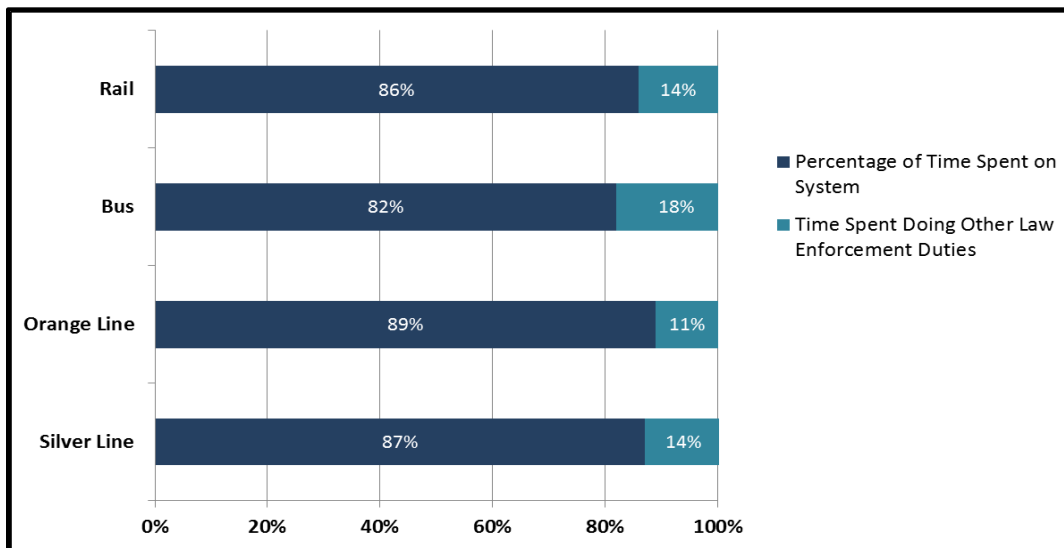
System Wide Part 1 & Part 2 Crimes



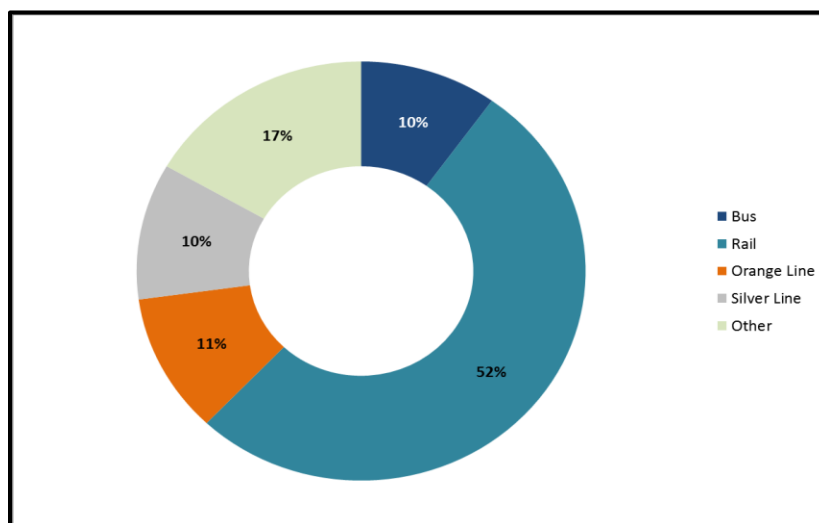
Average Emergency Response Times



Percentage of Time Spent on the System



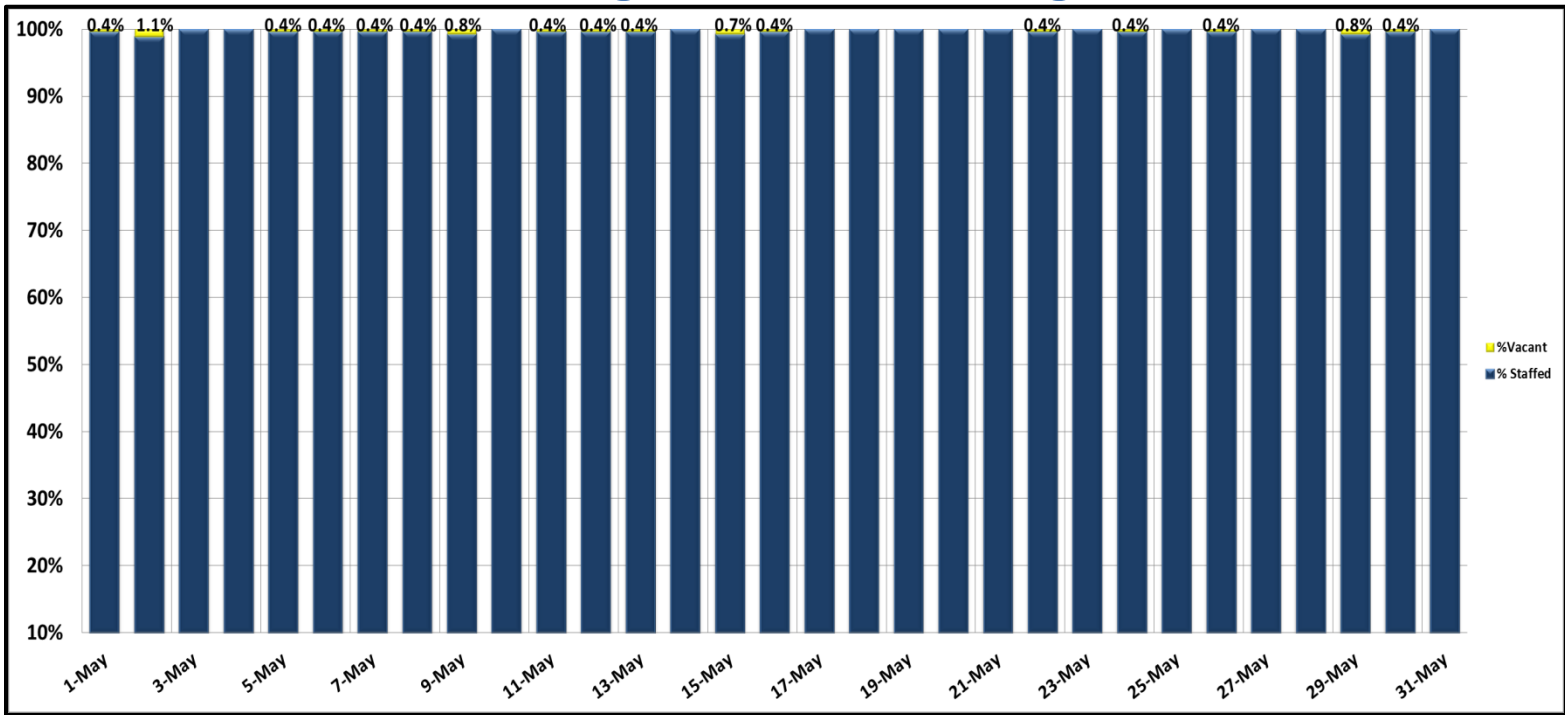
Percentage of Time Spent on the System as a Whole



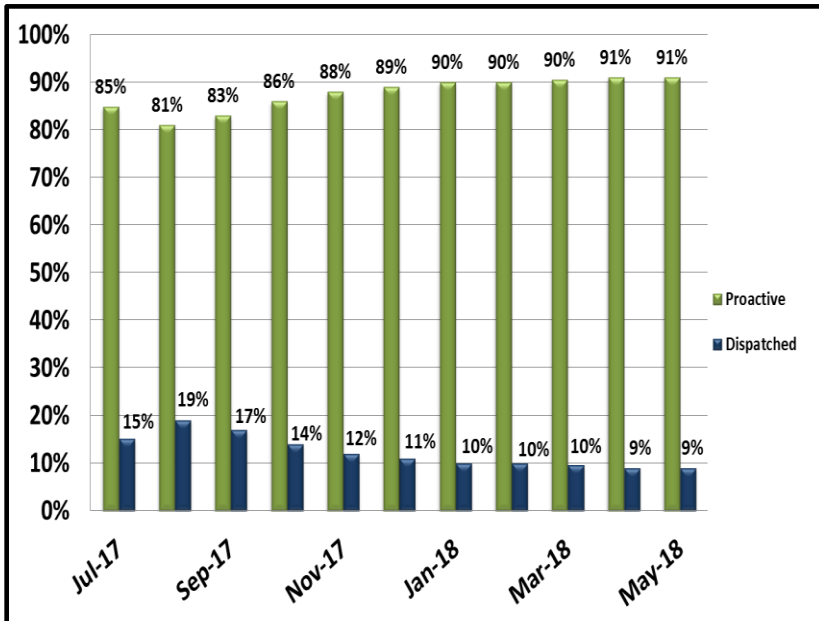
Key Performance Indicators

May 2018

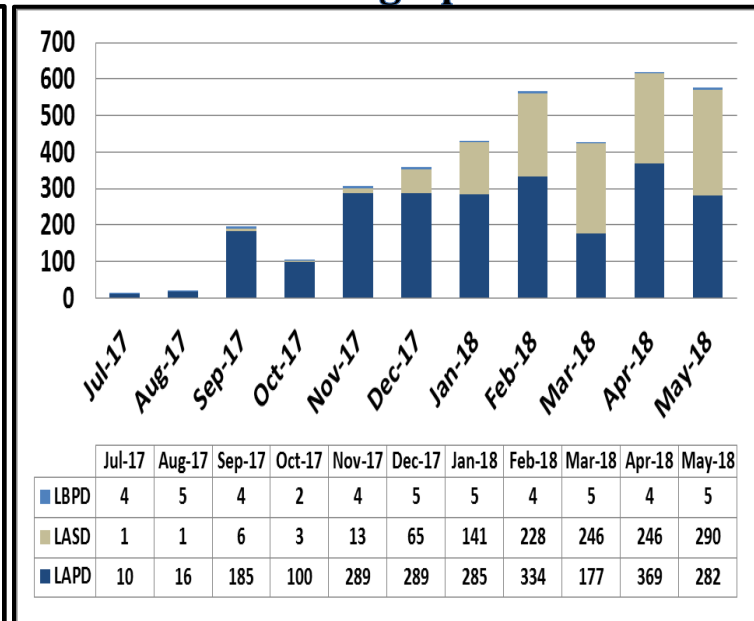
Ratio of Staffing Levels vs Vacant Assignments



Ratio of Proactive vs Dispatched Activity



Grade Crossing Operations



Grade Crossing Operation Locations May:

1. Blue Line Stations (225)
2. Expo Line Stations (108)
3. Gold Line Stations (244)

Transit Police

Monthly Crime Report



Attachment D

Part 1 Crimes	2017	2018
	MAY	MAY
Homicide	0	0
Rape	1	3
Robbery	29	19
Aggravated Assault	14	13
Aggravated Assault on Operator	0	0
Burglary	1	0
Larceny	26	69
Bike Theft	-	7
Motor Vehicle Theft	25	1
Arson	0	0
Total	102	112
Part 1 Crime by Location		
Bus	12	34
Rail	89	73
Metro Division	0	0
Union Station	1	5
Total	102	112
Part 2 Crime by Location		
Bus	28	32
Rail	65	101
Metro Division	0	0
Union Station	5	11
Total	98	144
Enforcement Efforts		
Arrests	257	271
Citations	1,388	1,694
Fare Checks	277,237	280,585
Calls for Service	2,458	1,501



Board Report

File #: 2018-0321, File Type: Oral Report / Presentation

Agenda Number: 35.

OPERATIONS, SAFETY AND CUSTOMER EXPERIENCE COMMITTEE JULY 19, 2018

SUBJECT: METRO TRANSFERS DESIGN GUIDE (2018)

ACTION: ORAL REPORT

RECOMMENDATION

RECEIVE oral update on Metro Transfers Design Guide.

DISCUSSION

Overview

Metro has prepared the Metro Transfers Design [Guide <https://bit.ly/2HGgHiw>](https://bit.ly/2HGgHiw) (Guide), a best practices document with recommendations to improve connectivity for transit customers who transfer as part of their trip. This document builds off of the First/Last Mile Strategic Plan (2014) with recommendations to improve the customer experience for the “complete transit journey.” This Guide will serve as a resource for Metro staff, local transit providers, and local jurisdictions to inform the design of stations, bus stops, street improvements, and service planning so that transfers are safe, accessible, convenient, and comfortable for Metro customers. This document will also help guide future strategic planning efforts to ensure that connectivity is a priority for Metro.

Context

Almost two-thirds of Metro customers transfer as part of their transit journey. This number grows when transfers between local and regional transit providers are included. Convenient transfers are essential to providing quality service to Metro’s customers and growing ridership. Metro’s current planning and design standards and processes focus on transit modes (e.g. bus, rail) separately and do not fully address connectivity between transit corridors and modes. With changing mobility patterns and demographics, increased development in the region, and Metro’s ambitious expansion plans under Measure M, there is an opportunity to update Metro’s goals and inform standards and practices to prioritize connectivity and the customer experience for future corridor planning, station design, and infrastructure improvements.

Planning Process

To develop the Guide, Metro interviewed customers through a series of focus groups to understand their overall trip and experiences when transferring. Four focus groups (facilitated in English and Spanish) were held in three locations across Los Angeles County and included participants selected through a screening process to reflect the demographics of Metro’s riders. In discussing their “perfect

transfer experience,” several themes emerged on areas for improvement, which included:

- better signage and wayfinding between transfer points (e.g. real-time signage, audio announcements, directional signs);
- access enhancements (e.g. sidewalk improvements, well maintained elevators);
- comfortable, clean, and secure bus stops and station environments to wait for the next bus or train (e.g. seating, shade, lighting); and
- service improvements to shorten one’s trip (e.g. more frequent headways, on-time performance) and simplified transfer fares and payment methods.

Metro also studied best practices from around the world, surveyed transit facilities within Los Angeles County, analyzed ridership and safety data, and gathered input from local jurisdictions, local transit providers, advisory groups, and Metro staff. The input Metro received from the focus groups and other stakeholders is summarized in the Guide (pages 23-25). Through the interviews and background research, Metro developed a list of guiding principles to define the idea of a good transfer, which includes: safety and security, efficiency, accessibility, clarity, comfort, and consistency.

To address the customer experience, the recommendations in the Guide are organized around three key behaviors for riders who transfer:

- making decisions;
- moving between transit vehicles; and
- waiting to board.

Recommendations focus on improving the design of the “transfer zone,” which is defined as a 500 foot diameter around rail or bus rapid transit (“BRT”) stations, and/or a cluster of connecting sidewalk stops adjacent to an intersection. Most transfers occur within the public right-of-way (e.g. streets and sidewalks), which Metro does not control, or a station (property owned or leased by a transit agency). Thus, the need for coordination between agencies is a common theme throughout the document.

To improve the design of transfer zones, the Guide offers:

- 1) a *process-oriented* Design Checklist to inform decision-making and priority-setting for transit corridors, bus stops, and rail stations;
- 2) a *flexible* Design Toolbox to respond to a diverse set of transit conditions across Los Angeles County; and
- 3) a concise set of Application Strategies to apply the guiding principles and design considerations in the document to inform Metro projects, guide future policies, and share improvement ideas with local jurisdictions and transit operators.

The Guide is intended to be a resource for staff at Metro and partner agencies to:

- 1) inform Metro station design, transit corridor planning, and first/last mile improvements;
- 2) ensure that connectivity and customer experience are key considerations for Metro’s strategic planning efforts (e.g. *Long Range Plan, 10 Year Strategic Plan, NextGen Bus Study*), which will set long-term priorities for transit improvements across Los Angeles County; and
- 3) encourage coordination and partnerships with local transit providers and jurisdictions when making improvements to transfer zones.

Planned Outreach

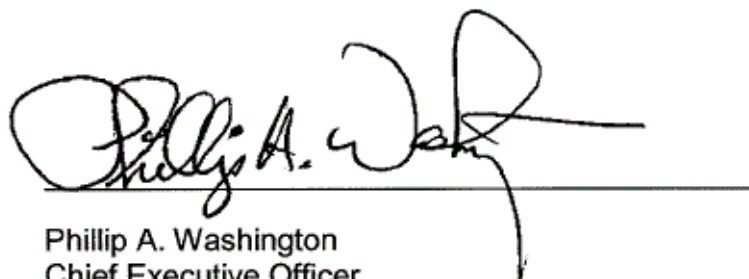
Staff will distribute the Guide within Metro to serve as a resource for current transit planning efforts and broader policy discussions. Staff will also perform outreach with local jurisdictions, stakeholders and other transit providers to share the document with local partners and pursue inter-agency efforts to deploy best practices.

Prepared by: Georgia Sheridan, Senior Manager, Countywide Planning & Development, (213) 922-1259

Nick Saponara, DEO, Countywide Planning & Development, (213) 922-4313

Jenna Hornstock, EO, Transit Oriented Communities, (213) 922-7437

Reviewed by: Therese W. McMillan, Chief Planning Officer, (213) 922-7077



Phillip A. Washington
Chief Executive Officer



Metro Transfers Design Guide

Improving Connections for a Seamless Trip



July 19, 2018

Operations, Safety & Customer Experience Committee, Item # 35, 2018-0321

Award Winner

Transfers Design Guide

Improving Connections for a Seamless Trip



APA Los Angeles Best Practice Planning Award



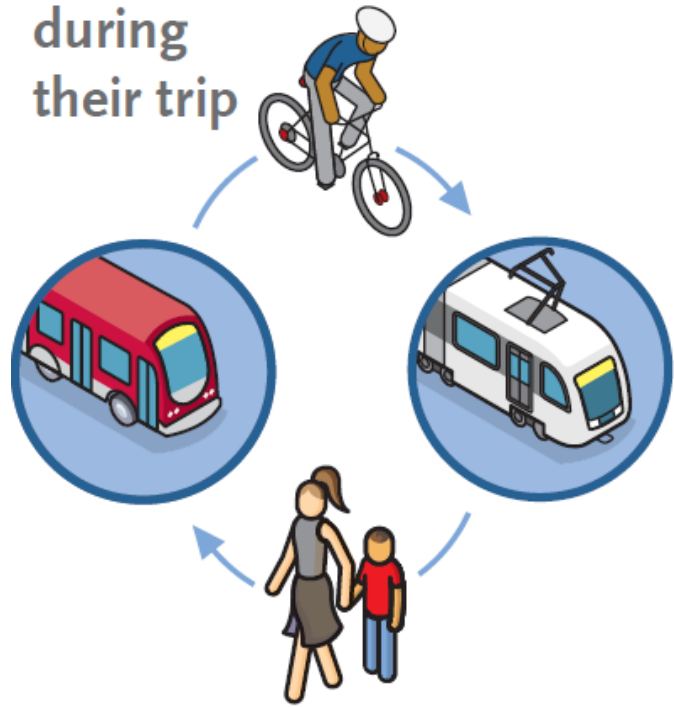
Metro

MARCH 2018

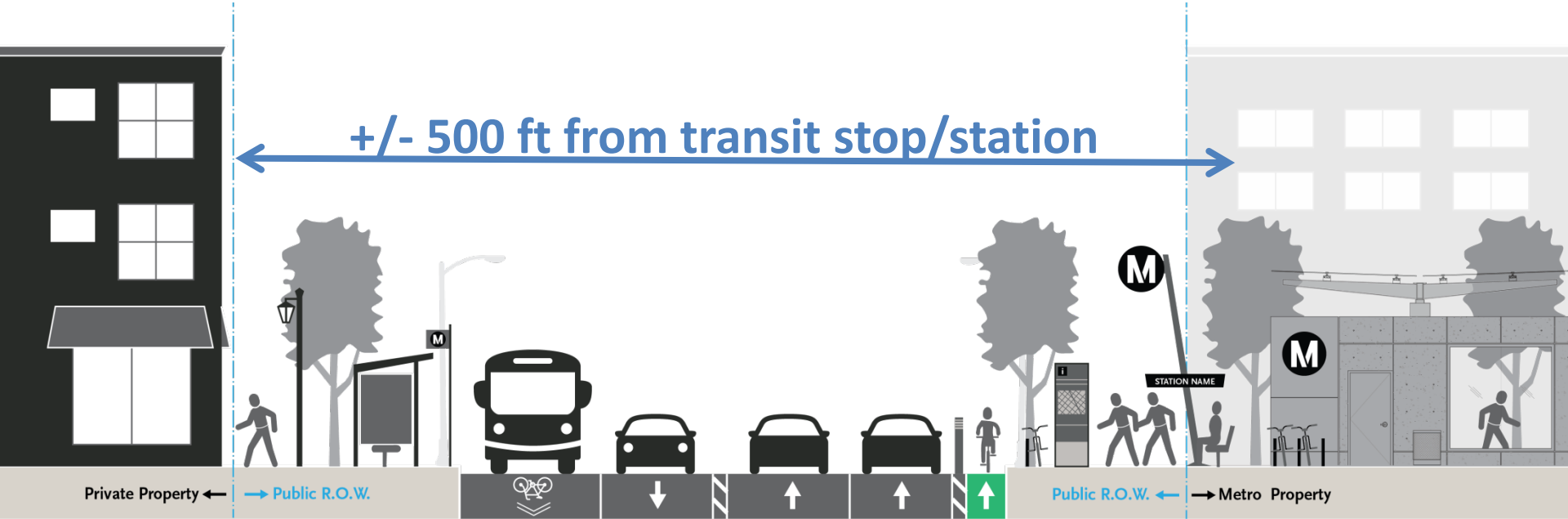
Why Focus on Transfers?

- 1. Expanding transit network
- 2. Changing mobility patterns
- 3. Need for guidance to address connectivity in Metro standards

64%
of Metro riders
TRANSFER
at least
ONCE
during
their trip



Source:
First/Last Mile Strategic Plan (2014)



Private Entities

- Property Owners
- Building Tenants
- Business Improvement Districts (BID)
- Advertising Agencies

Transit Operators

- Bus Service
- Bike Share
- Rideshare
- Taxi
- Van Pool

Local Jurisdictions

- Planning
- Transportation
- Public Works/ Engineering
- Street Services
- Street Lighting

Metro

- Planning & Development
- Signage & Environmental Graphic Design
- Operations (Rail & Bus)
- Program Management
- Facilities & Maintenance
- Communications



Metro

Challenges to Improve Transfers

- Expansive & Diverse Transit Environment
- Multi-Agency Coordination
- Balancing Operator Needs
- Access Barriers
- Limited Space
- Limited Resources
- Maintenance



Metro Customers

Focus Groups

My perfect transfer experience...

Metro Staff

Multi-Department Discussion

“is that I know exactly which way to go when getting off my train”

Stakeholder/Advisors

Accessibility Advisory Committee

COGs

LA County Staff

Local Jurisdiction Staff

Local & Regional Transit Providers

Metro Technical Advisory

Committee & Subcommittees

“buses are on time and I don't have to wait any longer than ten minutes for my transfer”

Making Decisions

Easy and intuitive



Waiting to Board

Clean, comfortable, secure



Moving

Safe, direct, accessible



Planning for Future

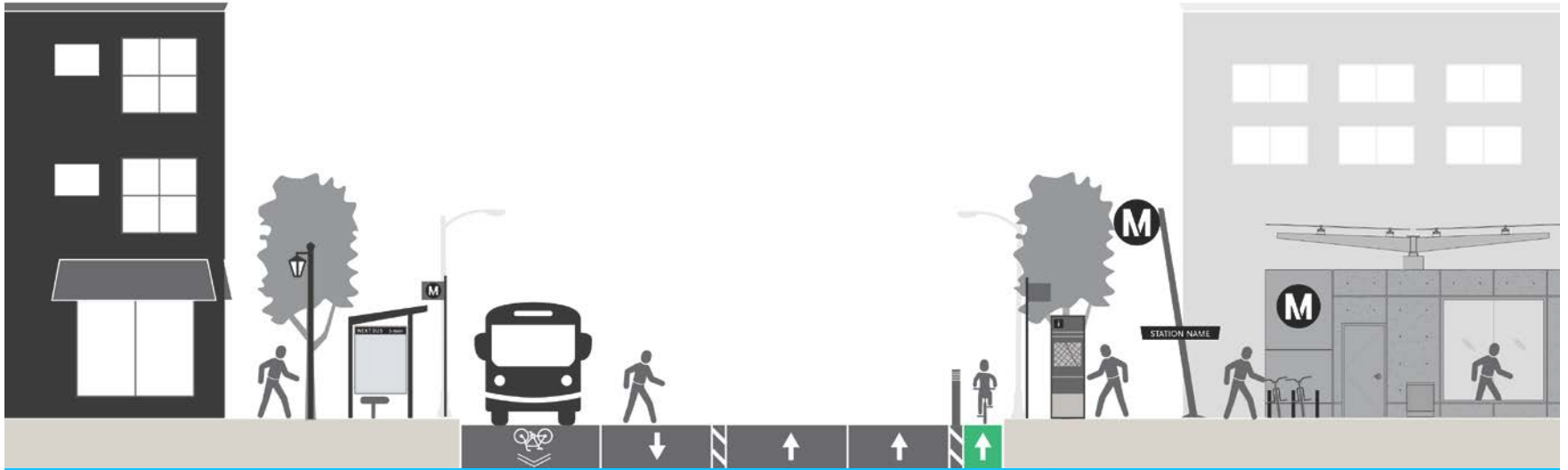
Durable, adaptable,



Guiding Principles

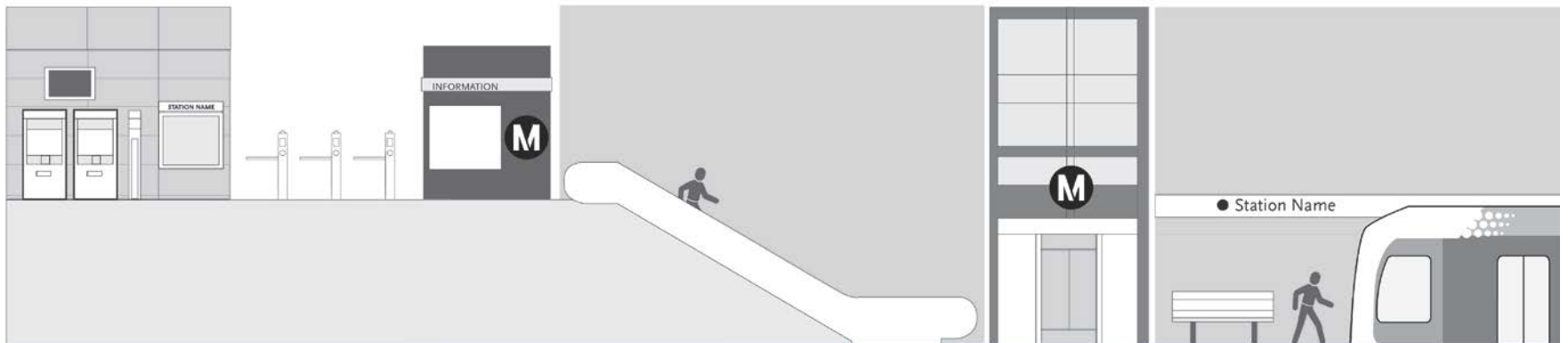
- Safety & Security
- Accessibility
- Efficiency
- Clarity
- Comfort
- Consistency





Making Decisions

Moving to the Station/Stop



Waiting to Board

Sidewalk Stops



- Within public right-of-way
- Small footprint
- Purview of local jurisdictions
- Served by multiple operators

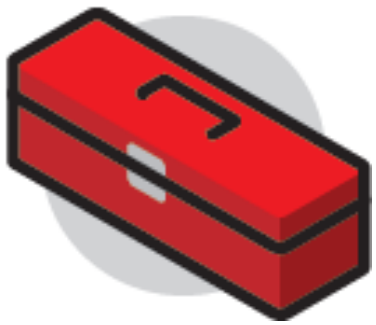
Stations



- Property owned and maintained by Metro
- Large footprint
- Multiple platforms
- Connect to sidewalk stops



1
Design Checklist
Planning process to set priorities and inform decision-making



2
Design Toolbox
Identify elements to improve transfer zone that are adaptable to local conditions

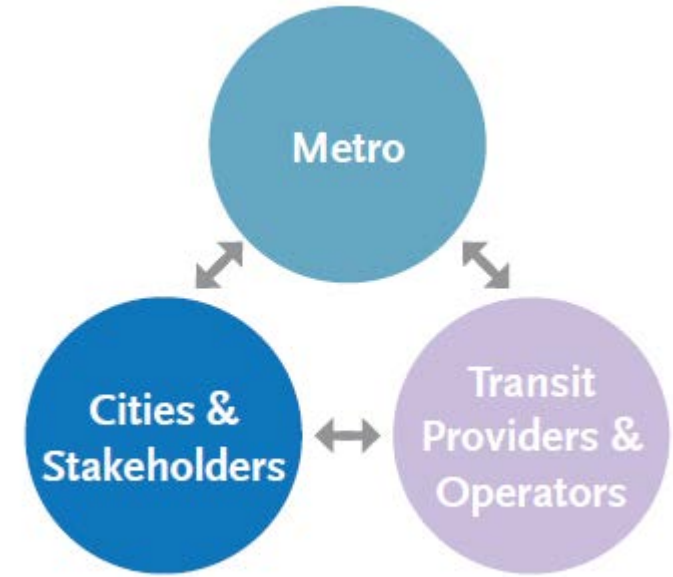


3
Application Strategies

- Measure M projects
- Strategic plans
- Ideas for local partners

Stakeholders

- Operations Committee
- Metro Technical Advisory Committee
- Accessibility Advisory Committee
- Service Councils
- Local jurisdictions
- COGs
- SCAG
- Development community
- General Public



Project Contact:

Georgia Sheridan, AICP
Senior Manager, Transit Oriented Communities
sheridang@metro.net



Board Report

File #: 2018-0368, File Type: Contract

Agenda Number: 37.

OPERATIONS, SAFETY AND CUSTOMER EXPERIENCE COMMITTEE JULY 19, 2018

SUBJECT: BIOMETHANE/RENEWABLE NATURAL GAS

ACTION: APPROVE RECOMMENDATIONS

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to:

- A. RECEIVE AND FILE the results of the one year pilot for the use of biomethane fuel at Bus Division 5;
- B. EXPAND the use of biomethane fuel from Division 5 to all Metro Bus Divisions;
- C. EXERCISE Contract Modification No. 3 to Indefinite Delivery/Indefinite Quantity Contract No. OP7396000 with Clean Energy Renewables to exercise a single four- year Option in the amount of \$54,808,110 to provide Biomethane Gas for all Metro Bus Divisions, increasing the total contract value from \$1,240,520 to \$56,048,630, and extending the term of the contract from August 1, 2018 to July 31, 2022; and
- D. EXECUTE individual Task Orders (Transaction Confirmations) and changes within the Board approved contract amount.

ISSUE

In July 2017, the Board approved award of Indefinite Delivery/Indefinite Quantity Contract No. OP7396000 with Clean Energy Renewables for a period of five (5) years, inclusive of one four-year Option starting August 1, 2018. The one-year base period allowed for a pilot at Division 5 located at 5425 S Van Ness Avenue in Los Angeles. Compared to fossil natural gas, the contracted biomethane (or renewable natural gas (RNG)) delivered during the pilot period has 43% fewer lifecycle greenhouse gas emissions. Information on the biomethane pilot has been previously presented to the Metro Sustainability Council.

Given the success of the pilot, expansion of the use of biomethane to all of Metro's Bus Divisions requires a contract modification to exercise the four-year option extending the term of the contract through July 31, 2022. Board approval will allow Metro to foster healthier communities through the utilization of the lowest-carbon fuel commercially available for Metro's existing bus fleet while

simultaneously planning for the transition to zero emission busses.

BACKGROUND

In June 2014, the Board approved the *Biomethane Implementation Plan* to procure for biomethane as a cost-effective strategy to reduce the carbon footprint of Metro's bus operations. Biomethane is derived from landfills, dairies, and wastewater treatment plants rather than being extracted or mined from the ground. The process to capture and use methane (an extremely potent greenhouse gas) that would otherwise be released into the environment as biomethane provides a low carbon alternative to traditional "fossil natural gas" as a transportation fuel. In 2017, biomethane comprised of over 65% of the natural gas consumed in California as a transportation fuel. Many transit agencies have transitioned to biomethane including Santa Monica's Big Blue Bus (BBB), Orange County Transportation Authority (OCTA), San Diego Metropolitan Transportation System (MTS), and Torrance Transit.

In April 2017, Metro awarded an Indefinite Delivery/Indefinite Quantity Contract No. OP7396000 with Clean Energy Renewables for a not-to exceed amount of \$1,240,520 for a base year (for one bus division as a pilot) and a not-to-exceed amount of \$54,808,110 for a single four-year Option, for a total contract amount of \$56,048,630 (for all bus divisions if the pilot is successful). Compared to fossil natural gas, the contracted biomethane delivered to Metro has 43% fewer lifecycle greenhouse gas emissions.

As indicated in the initial staff report in April 2017, the use of biomethane does not involve any changes or upgrades to Metro's bus fleet or fueling infrastructure. The Southern California Gas Company (SoCal Gas), which provides natural gas distribution to all of Metro facilities, allows for delivery of biomethane through its Core Aggregation Transportation (CAT) services whereby Core Transport Agents (CTAs) provide procurement services to SoCal Gas customers such as Metro. Under this arrangement, CTAs are required to coordinate with SoCal Gas to meet natural gas delivery requirements, including meeting strict quantity and quality natural gas standards. The initial year of this Contract was designed to monitor logistic and administrative aspects of purchasing biomethane under CAT services.

DISCUSSION

Metro began using biomethane in August 2017 under the current Contract with Clean Energy Renewables. Through April 2018, Clean Energy Renewables delivered nearly 3 million Therms of biomethane to Division 5, or about 9% of Metro's total natural gas use during that time. Metro's Operations Department reports that their experience with Clean Energy Renewables has been positive and the transition to biomethane has been seamless.

Staff now recommends exercising the Contract Option to expand the use of biomethane for four more years. In doing so, Metro will have the opportunity to immediately expand biomethane delivery to all bus divisions. This is a clean air and greenhouse gas emissions reducing strategy that allows Metro to foster healthier communities through the utilization of the lowest-carbon fuel commercially available for the existing bus fleet while simultaneously planning for our transition to zero emissions bus technology.

The carbon credits generated from an expanded use of biomethane also enhances the revenue generation potential associated with environmental commodities sales. Metro has realized two distinct financial benefits with biomethane use as summarized in the table below. By procuring for biomethane, during the pilot period on an index, Metro saved \$143,487 -- a 14% reduction from the cost of fossil natural gas procured from SoCal Gas. By utilizing biomethane, Metro has generated additional environmental commodities in the form of Low Carbon Fuel Standard (LCFS) Credits and Renewable Identification Numbers (RINs) which can in turn be monetized in carbon credit markets. These carbon credits are more than what Metro would have generated if there was no shift to biomethane use at Division 5.

Pilot Period Results	Realized	% Savings from Fossil CNG	Added Value
Financial Benefit of Biomethane	(Aug 17 thru Apr 18)		
Fuel Cost Savings		14%	\$143,487
Environmental Commodities		N/A	\$185,153
		Total	\$328,640

If the Contract Option is exercised, the expanded use of biomethane will further reduce fuel cost savings and accrue a much greater number of environmental commodities compared to current use of fossil natural gas. Based on natural gas index projections, the natural gas cost savings are anticipated to total over \$8M over the term of the Contract Option, substantially lowering our natural gas costs as fleet fuel. The actual magnitude of these financial benefits depends on several factors including volumes of biomethane delivered under this Contract and market pricing for both natural gas and environmental commodities.

Newer sources of biomethane are continually developed to meet increasing demand for fuel and carbon in fuel regulatory mandates. However, commercialization of these newer sources takes time as well as the emergence of vendors who specialize in the distribution of such fuels. Therefore, staff is currently preparing to issue a new solicitation for release in the Fall of 2018 with possible indefinite delivery/indefinite quantity contract award in the Spring of 2019. This new procurement will allow Metro to access the lower carbon intense biomethane once commercially available, and as a complement to the biomethane that is going to be supplied to us upon the exercise of this Option.

The recommended Contract Option provides Metro with the ability to increase or decrease biomethane volumes to complement any new lower carbon intense biomethane sources that may become available under potential new contracts. This added flexibility to receive lower-carbon sources of biomethane will further generate low fuel carbon credits and incrementally decrease our carbon footprint leading up to the 2030 target year for a zero emissions fleet.

DETERMINATION OF SAFETY IMPACT

This Board action will not have an adverse impact on safety standards for Metro.

FINANCIAL IMPACT

The total contract value of this action is \$56,048,630. The FY19 adopted budget includes \$20,831,648 for the purchase of compressed natural gas under Project 306002 Bus Operations Maintenance, Department 3365, and Account 50402 Fuel CNG - Revenue Equipment. Since this is a multi-year contract, the Project Manager and Cost Center Manager will be responsible for budgeting in future fiscal years. Upon approval of Recommendation A, future gas costs will be budgeted against this project.

Impact to Budget

Current funding includes TDA 4, STA, and Local funding such as fares, Prop C40%, and Measure R20%. These funding sources maximize allowable fund use given approved funding provisions and guidelines. Metro has realized a 14% reduction in costs for natural gas delivered to Division 5 under this pilot project. Our agency has also generated almost \$200,000 (in July 2018 \$ per carbon credit price) of additional environmental commodities in the form of LCFS credits. These LCFS credits are sold in carbon credit markets in accordance with the Board approved *LCFS Market Analysis and Optimization Plan (May 2014)*. Per the Board action in May 2014, LCFS credit sale revenues are reinvested in Metro's green infrastructure initiatives and projects.

By continuing and expanding biomethane delivery to the rest of the bus divisions, Metro has an opportunity to optimize these cost savings and LCFS carbon credit generation. The use of biomethane will continually add on to the number of environmental commodities that can be sold in carbon credit markets.

ALTERNATIVES CONSIDERED

If the Contract Option is not exercised, Contract No. OP7396000 will expire on July 31, 2018 and Metro will no longer receive biomethane. *There will be no disruption in transit service as Metro will continue to receive fossil natural gas as fleet fuel from SoCal Gas but at a higher fossil natural gas cost.* In this scenario, returning to the use of fossil natural gas will also result in additional greenhouse gas emissions equivalent to what was reduced from the use of biomethane at Division 5 during the pilot. If the Contract Option is not exercised, Metro will also forfeit potential revenue from the generation of additional environmental commodities from biomethane use. Overall, Metro will miss an opportunity to utilize the lowest-carbon fuel commercially available for Metro's existing revenue fleet and thus the ability to a maximum potential greenhouse gas emissions fleet reduction during this transition period to a fully zero emissions bus fleet by 2030.

NEXT STEPS

Upon Board approval, staff will execute a Contract Modification with Clean Energy Renewables, exercising the single four-year Option, effective August 1, 2018.

Staff will complete the complementary biomethane procurement in Spring of 2019 to access newer lower carbon biomethane once these are commercially available and will return to the Board at that

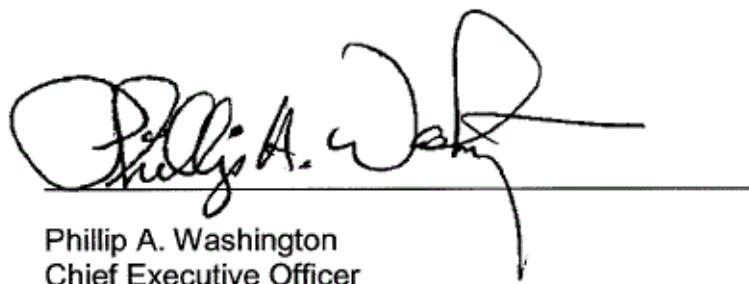
time to present any new contract award recommendations. The future contract is intended to be indefinite delivery/indefinite quantity. No biomethane fuel cost will be incurred until lower carbon intense biomethane is delivered to Metro to replace that is currently supplied at that time.

ATTACHMENTS

Attachment A - Procurement Summary
Attachment B - Contract Modification/Change Order Log
Attachment C - DEOD Log

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Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

METRO'S BIOMETHANE SUPPLIER/OP7396000

1.	Contract Number: OP7396000			
2.	Contractor: Clean Energy Renewables			
3.	Mod. Work Description: To continue supplying Renewable Natural Gas (RNG) to Metro's Bus Divisions			
4.	Contract Work Description: Biomethane Provider			
5.	The following data is current as of: June 6, 2018			
6.	Contract Completion Status		Financial Status	
	Contract Awarded:	August 1, 2017	Contract Award Amount:	\$1,240,520
	Notice to Proceed (NTP):	N/A	Total of Modifications Approved: 2	\$0
	Original Complete Date:	July 31, 2018	Pending Modifications (including this action): 1	\$54,808,110
	Current Est. Complete Date: with an approved Option	July 30, 2022	Current Contract Value (with this action):	\$56,048,630
7.	Contract Administrator: Nathan Jones		Telephone Number: (213) 922-6101	
8.	Project Manager: Evan Rosenberg		Telephone Number: (213) 418-3145	

A. Procurement Background

This Board Action is to approve Contract Modification No. 3 issued in support of the Metro's Biomethane Supplier Program.

This contract modification will be processed in accordance with Metro's Acquisition Policy and the contract type is an indefinite delivery, indefinite quantity.

On May 25, 2017, Metro's Board of Director approved a five year contract, inclusive of an one year base with an one four-year option to Clean Energy Renewables to provide Biomethane gas to Metro's bus divisions in the total amount of \$56,048,630.

(Refer to Attachment B – Contract Modification/Change Order Log)

B. Price Analysis

Contract No. OP7396000 award was a result of a competitive IFB. The contract award includes the option year pricing, which was determined to be fair and reasonable based on adequate competition.

Based on the market analysis performed by staff on the Option total price, Metro's purchase price for biomethane is tied to a natural gas index with a slight discount. This purchase price is consistent or slightly below that of comparable entities acquiring biomethane in large volumes including other transit agencies (i.e. OCTA and Riverside Transit Agency) operating in California, especially when factoring in the added value of environmental commodities generated under this contract. Therefore, the total Option price is still considered to be fair and reasonable and it will continue to provide Metro with a favorable source for biomethane.

Bid Amount	Metro ICE
\$56,048,630	\$57,008,630

ATTACHMENT B

CONTRACT MODIFICATION/CHANGE ORDER LOG

LACMTA'S BIOMETHANE SUPPLIER/OP396000

Mod. no.	Description	Status (approved or pending)	Date	\$ Amount
1	No Cost – Administrative Change	Approved	8/2/17	\$0
2	No Cost – Administrative Change	Approved	8/7/17	\$0
3	Exercise Option (From 7/31/18 to 7/30/22)	Pending	7/31/18	\$54,808,110
	Original Contract:			\$1,240,520
	Total:			\$56,048,630

DEOD SUMMARY

BIOMETHANE/RENEWABLE NATURAL GAS / OP7396000

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) did not recommend a Disadvantaged Business Enterprise (DBE) goal for this contract based on the lack of subcontracting opportunities. Prior to the original contract award, it was determined that Biomethane gas will be transported using Southern California Gas pipelines directly to Metro facilities. As such, it is expected that Clean Energy Renewables will perform its services using their own workforce.

B. Living/Prevailing Wage and Service Contract Worker Retention Policy Applicability

The Living Wage and Service Contract Worker Retention Policy is not applicable to this Contract.

C. Prevailing Wage Applicability

Prevailing wage is not applicable to this Contract.

D. Project Labor Agreement/Construction Careers Policy

Project Labor Agreement/Construction Careers Policy is not applicable to this Contract.