

Metro

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



Agenda - Final

Thursday, May 24, 2018

9:00 AM

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

Board of Directors - Regular Board Meeting

*Eric Garcetti, Chair
Sheila Kuehl, Vice Chair
James Butts, 2nd Vice Chair
Kathryn Barger
Mike Bonin
Jacquelyn Dupont-Walker
John Fasana
Robert Garcia
Janice Hahn
Paul Krekorian
Ara Najarian
Mark Ridley-Thomas
Hilda Solis
Carrie Bowen, non-voting member
Phillip A. Washington, Chief Executive Officer*

**A written request to address the Board should be submitted to the Board Secretary
in person at the meeting prior to the item being called for discussion. Once
discussion on an item begins, requests to speak on that item will no longer be
accepted.*

METROPOLITAN TRANSPORTATION AUTHORITY BOARD RULES

(ALSO APPLIES TO BOARD COMMITTEES)

PUBLIC INPUT

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.

In accordance with State Law (Brown Act), all matters to be acted on by the MTA Board must be posted at least 72 hours prior to the Board meeting. In case of emergency, or when a subject matter arises subsequent to the posting of the agenda, upon making certain findings, the Board may act on an item that is not on the posted agenda.

CONDUCT IN THE BOARD ROOM - The following rules pertain to conduct at Metropolitan Transportation Authority meetings:

REMOVAL FROM THE BOARD ROOM The Chair shall order removed from the Board Room any person who commits the following acts with respect to any meeting of the MTA Board:

- 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.

INFORMATION RELATING TO AGENDAS AND ACTIONS OF THE BOARD

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The State Political Reform Act (Government Code Section 84308) requires that a party to a proceeding before an agency involving a license, permit, or other entitlement for use, including all contracts (other than competitively bid, labor, or personal employment contracts), shall disclose on the record of the proceeding any contributions in an amount of more than \$250 made within the preceding 12 months by the party, or his or her agent, to any officer of the agency, additionally PUC Code Sec. 130051.20 requires that no member accept a contribution of over ten dollars (\$10) in value or amount from a construction company, engineering firm, consultant, legal firm, or any company, vendor, or business entity that has contracted with the authority in the preceding four years. Persons required to make this disclosure shall do so by filling out a "Disclosure of Contribution" form which is available at the LACMTA Board and Committee Meetings. Failure to comply with this requirement may result in the assessment of civil or criminal penalties.

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

CALL TO ORDER**ROLL CALL**

1. APPROVE Consent Calendar Items: 2, 5, 7, 8, 13, 17, 18, 21, 22, **23, 28, 29, 36, 37, 39, 40, 44, and 45.

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

** Requires two-thirds vote

CONSENT CALENDAR

2. **SUBJECT: MINUTES**

[2018-0253](#)

RECOMMENDATION

APPROVE Minutes of the Regular Board Meeting held April 26, 2018.

Attachments: [April 26, 2018 RBM MINUTES](#)

**AD HOC CONGESTION, HIGHWAY AND ROADS COMMITTEE RECOMMENDED (3-0)
APPROVAL OF THE FOLLOWING:**

5. **SUBJECT: METRO EXPRESSLANES CALIFORNIA HIGHWAY
PATROL (CHP) ENFORCEMENT AGREEMENT**

[2017-0804](#)

RECOMMENDATION

AUTHORIZE the Chief Executive Officer (CEO) to execute a three (3) year funding agreement with the California Highway Patrol (CHP) to provide enforcement services on the I-10 and I-110 ExpressLanes from July 1, 2018 to June 30, 2021 in the not-to-exceed amount of \$9,713,310.

Attachments: [Attachment A: CHP Performance
Presentation](#)

**AD HOC CONGESTION, HIGHWAY AND ROADS COMMITTEE RECOMMENDED (3-0)
APPROVAL OF THE FOLLOWING:**

7. **SUBJECT: NORTH COUNTY SUBREGIONAL REPROGRAMMING
OF SURPLUS FUNDS FROM THE I-5/SR14 HOV DIRECT
CONNECTOR PROJECT**

[2018-0172](#)

RECOMMENDATION

CONSIDER:

- A. APPROVING programming up to \$50.05 million in Measure R 20% Highway Funds for the following North County Subregion highway operational improvement projects:
1. SR-138 (SR-14) Avenue M Interchange in the amount of \$12,446,200;
 2. The Old Road - Magic Mountain Parkway to Turnberry Lane in the amount of \$25,000,000;
 3. SR-138 (SR-14) 10th Street West Widening/Interchange Project in the amount of \$12,600,000; and
- B. AUTHORIZING the CEO or his designee to negotiate and execute all necessary agreements for approved projects.

Attachments: [Attachment A - I-5 SR-14 Interchange Subregional Reprogramming Projects](#)

FINANCE, BUDGET AND AUDIT COMMITTEE RECOMMENDED APPROVAL (3-0) OF THE FOLLOWING:

8. **SUBJECT: FASHION BUSINESS IMPROVEMENT DISTRICT**

[2018-0165](#)

RECOMMENDATION

APPROVE Metro's participation in the Fashion Business Improvement District ("BID" or "District") for a period of eight years beginning January 1, 2019 to December 31, 2026 for an estimated total amount of \$793,400.

Attachments: [Attachment A – BID Benefit Boundaries](#)
 [Attachment B – Map of Proposed BID Boundaries](#)
 [Attachment C – Evaluation of BID Benefits to Metro](#)
 [Attachment D - Metro Owned Parcels in BID and Eight-Year Costs](#)
 [Attachment E – BID Guidelines](#)

PLANNING AND PROGRAMMING COMMITTEE RECOMMENDED (4-0) APPROVAL OF THE FOLLOWING:

13. **SUBJECT: 2019 FEDERAL TRANSPORTATION
 IMPROVEMENT PROGRAM (TIP)**

[2018-0166](#)

RECOMMENDATION

ADOPT the Resolution for the 2019 Los Angeles County Transportation Improvement Program (TIP) as shown in Attachment A.

Attachments: [Attachment A - Resolution for the 2019 Los Angeles County TIP](#)

PLANNING AND PROGRAMMING COMMITTEE RECOMMENDED (4-0) APPROVAL OF THE FOLLOWING:

- 17. SUBJECT: METRO BIKE SHARE BUSINESS PLAN AND FARE STRUCTURE**

[2018-0138](#)**RECOMMENDATION**

CONSIDER:

- A. ADOPTING the new Bike Share Business Plan for Metro Bike Share Program (<http://libraryarchives.metro.net/DPGTL/bikeplans/2018-Bikeshare-Business-Plan.pdf>);
- B. APPROVING new Bike Share fare structure as outlined in Attachment A; and
- C. AUTHORIZING the Chief Executive Officer (CEO) to negotiate future non-title sponsorship agreements.

Attachments: [Presentation](#)**PLANNING AND PROGRAMMING COMMITTEE RECOMMENDED APPROVAL (4-0) OF THE FOLLOWING:**

- 18. SUBJECT: METRO BIKE SHARE PHASE 3 EXPANSION**

[2017-0925](#)**RECOMMENDATION**

AUTHORIZE the:

- A. Chief Executive Officer (CEO) to exercise options and execute Modification No. 7 to Contract No. PS272680011357 with Bicycle Transit Systems, Inc. (BTS) to activate Metro Bike Share Phase III Expansion, in the not-to-exceed (NTE) amount of \$35,477,704 (for capital costs, pre-launch activities, and on-going operations and maintenance), increasing the total contract value from \$54,402,988 to \$89,880,692, to the following areas:
- Culver City
 - Marina del Rey
 - West Los Angeles
 - Downtown Los Angeles Expanded
- B. Phase III Expansion Life of Project (LOP) budget of \$10.5M; and
- C. CEO to negotiate and execute a Memorandum of Understanding (MOU)/MOU amendment to set the terms of fiscal and administrative

responsibility, as described in the Board Report dated January 14, 2015 (accessed at http://media.metro.net/board/items/2015/01_january/20150114p&pitem25.pdf), with the City of Los Angeles, Culver City, and Marina del Rey to expand the Metro Bike Share Program to the following areas:

1. Echo Park/Silver Lake, Koreatown, MacArthur Park/Westlake, and Palms/Mar Vista/Playa del Rey/Playa Vista/Del Rey and the inclusion of the two stations awarded 2016 Affordable Housing and Sustainable Communities (AHSC) grant funding (document found at <http://libraryarchives.metro.net/DPGTL/AHSC/2016-AHSC-Grant-Award-Notice.pdf>)
2. Culver City
3. Marina del Rey

Attachments: [Attachment A - Procurement Summary](#)
[Attachment B - Contract Modification Log](#)
[Attachment C- Funding & Expenditure Plan](#)
[Attachment D - DEOD Summary](#)
[Presentation](#)

PLANNING AND PROGRAMMING COMMITTEE RECOMMENDED APPROVAL (3-0-2) OF THE FOLLOWING:

- 21. SUBJECT: NORTH HOLLYWOOD TO PASADENA BUS RAPID TRANSIT (BRT) ENVIRONMENTAL AND PLANNING STUDY**

[2018-0129](#)

RECOMMENDATION

AUTHORIZE the Chief Executive Officer (CEO) to award and execute a 40-month firm fixed price Contract No. AE49369000 to Kimley-Horn and Associates, Inc., in the amount of \$6,768,898 for a base contract to complete the Planning and Environmental Study for the North Hollywood to Pasadena Bus Rapid Transit (BRT) Corridor and one of two optional tasks to advance the design through either 1) Advanced Conceptual Engineering (ACE) in an amount not to exceed \$2,954,561, or 2) Preliminary Engineering (PE) in an amount not to exceed \$4,860,264, for a total not to exceed amount of \$11,629,162, subject to resolution of protest(s), if any.

Attachments: [Attachment A - Procurement Summary](#)
[Attachment B - DEOD Summary](#)
[Attachment C - North Hollywood to Pasadena BRT Corridor Study Area](#)

PLANNING AND PROGRAMMING COMMITTEE RECOMMENDED APPROVAL (3-0-2) OF THE FOLLOWING:

- 22. SUBJECT: NORTH SAN FERNANDO VALLEY BUS RAPID
TRANSIT CORRIDOR PLANNING AND
ENVIRONMENTAL STUDY**

[2018-0130](#)**RECOMMENDATION**

AUTHORIZE the Chief Executive Officer (CEO) to award and execute a 40-month firm fixed price Contract No. AE49337000 to IBI Group in the amount of \$5,582,619 for a base contract to complete the North San Fernando Valley Bus Rapid Transit Corridor Planning and Environmental Study and one of two optional tasks to advance the design through either i) Advanced Conceptual Engineering (ACE) in an amount not to exceed \$928,908, or ii) Preliminary Engineering (PE) in an amount not to exceed \$3,176,895, for a total not-to-exceed amount of \$8,759,514, subject to resolution of protest(s), if any.

Attachments: [Attachment A - Procurement Summary](#)
[Attachment B - DEOD Summary](#)
[Attachment C - NSFV BRT Study Corridor](#)

SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE RECOMMENDED (3-0) APPROVAL OF THE FOLLOWING:

- 23. SUBJECT: P2000 AUXILIARY INVERTER ASSEMBLY OVERHAUL**

[2018-0150](#)**RECOMMENDATION**

CONSIDER:

- A. AUTHORIZING the Chief Executive Officer to award a 31 month, indefinite delivery, indefinite quantity Contract No. MA46603 to KB Powertech Corporation, USA for overhaul services of the Siemens P2000 Light Rail Vehicle (LRV) Auxiliary Inverter Assembly for a total not-to-exceed amount of \$999,607, subject to resolution of protest(s), if any; and
- B. AWARDING a sole source procurement, pursuant to Public Utilities Code Section 130237 for component overhaul services of the Siemens P2000 LRV Auxiliary Inverter Assembly Overhaul the Original Equipment Manufacturer (OEM), to KB Powertech Corp.

(REQUIRES TWO-THIRDS VOTE OF THE FULL BOARD)

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

**SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE RECOMMENDED (3-0)
APPROVAL OF THE FOLLOWING:**

- 28. SUBJECT: CITY OF SANTA MONICA OPERATION AND
MAINTENANCE AGREEMENT**

[2018-0027](#)

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to execute the Memorandum of Understanding for Operation and Maintenance Agreement (OMA) between Metro (Authority) and The City of Santa Monica (Attachment A).

Attachments: [Attachment A - MOU with the City of Santa Monica.pdf](#)

**SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE RECOMMENDED (3-0)
APPROVAL OF THE FOLLOWING:**

- 29. SUBJECT: P3010, LIGHT RAIL VEHICLE PROCUREMENT
CONTRACT KINKISHARYO**

[2018-0114](#)

RECOMMENDATION

APPROVE a Modification to Contract No. P3010 with Kinkisharyo International, LLC for four (4) Request for Changes (RFC); RFC No. 1 Addition of Back-up Train Operator Display for a firm fixed price of \$1,589,240, RFC No. 2 Addition of Color Route ID to Exterior Signs for a firm fixed price of \$1,715,638, RFC No. 3 Addition of Exterior Rear View Mirrors for a firm fixed price of \$1,122,336, and RFC No. 6 Addition of Interior Route Information Signs for a firm fixed price of \$1,260,476, all for a combined firm fixed amount of \$5,687,690, increasing the total Contract value from \$914,667,177 to \$920,354,867. The contract increase is within the Life of Project Budget.

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

**EXECUTIVE MANAGEMENT COMMITTEE RECOMMENDED APPROVAL OF REVISED
STAFF RECOMMENDATION:**

- 36. SUBJECT: STATE LEGISLATION**

[2018-0219](#)

RECOMMENDATION

ADOPT staff recommended position:

A. Senate Bill 961 (Allen) - Enhanced Infrastructure Financing Districts

SUPPORT IF AMENDED

Attachments: [State Legislation - Attachment A - SB 961 \(Allen\) Revised.](#)

**EXECUTIVE MANAGEMENT COMMITTEE RECOMMENDED (6-0) and AD HOC
CUSTOMER EXPERIENCE COMMITTEE RECOMMENDED (5-0) APPROVAL OF THE
FOLLOWING:**

37. SUBJECT: HOMELESS OUTREACH

[2018-0214](#)

RECOMMENDATION

CONSIDER:

- A. AUTHORIZING the Chief Executive Officer to expand the Multidisciplinary Homeless Outreach Program (C3) from 2 to 8 outreach teams operating seven days a week on Metro rail, bus and at Union Station. Staffing levels will be assessed annually thereafter; and
- B. RECEIVING AND FILING Metro's inventory planning assessment for homeless temporary housing.

Attachments: [Attachment A - Motion for MDT Expansion and Real Estate Inventory](#)
 [Attachment B - Metro Transit Homeless Action Plan](#)
 [Attachment C - Temporary Housing Locations](#)
 [Presentation](#)

**EXECUTIVE MANAGEMENT COMMITTEE RECOMMENDED (5-0) APPROVAL OF THE
FOLLOWING:**

**39. SUBJECT: UNIVERSAL COLLEGE STUDENT TRANSIT PASS
PILOT PROGRAM**

[2018-0189](#)

RECOMMENDATION

CONSIDER:

- A. RECEIVING AND FILING the results of the Universal College Student Transit Pass (U-Pass) Pilot and GradPass Programs;
- B. APPROVING the transition of the U-Pass and GradPass Programs to become permanent programs and discontinue the I-TAP Program effective Fall 2018;
- C. APPROVING the unit reduction for undergraduate students from 6 units to 0 units and only require current enrollment in credit or non-credit courses effective Summer 2018 term for the U-Pass Program; and
- D. EXTENDING work on the Regional U-Pass Program to report back to Board within 12 months.

Attachments: [Attachment A – U-Pass Survey Analysis](#)
[Attachment B - U-Pass Fare Consolidation Table](#)
[Presentation](#)
[U-Pass Presentation 051718](#)

EXECUTIVE MANAGEMENT COMMITTEE RECOMMENDED (5-0) APPROVAL OF THE FOLLOWING:

40. SUBJECT: METRO TRANSPORTATION SCHOOL [2018-0273](#)

RECOMMENDATION

CONSIDER:

- A. RECEIVING AND FILING an update on the Metro Transportation School; and
- B. AUTHORIZING the Chief Executive Officer to negotiate and execute a Memorandum of Understanding (MOU) with the County of Los Angeles (County) based on the principles outlined in Attachment A.

Attachments: [Attachment A – Principles for the MOU](#)
[Attachment B – Motion 43](#)
[Presentation](#)

EXECUTIVE MANAGEMENT COMMITTEE RECOMMENDED (4-0) APPROVAL OF THE FOLLOWING:

44. SUBJECT: STREAMLINING AUDITS FOR SMALL AND DISADVANTAGED BUSINESSES [2017-0730](#)

RECOMMENDATION

CONSIDER:

- A. RECEIVING AND FILING report on streamlining audits for small businesses; and
- B. APPROVING the establishment of an Indirect Cost Rate Pilot Program for Small and Disadvantaged Businesses on eligible contracts.

FEBRUARY FINANCE AND BUDGET COMMITTEE RECOMMENDED (3-0) APPROVAL OF THE FOLLOWING:

45. SUBJECT: TAP GIFT CARD SALES AND RELOAD PROGRAM [2017-0796](#)

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award a five-year,

revenue-generating Contract No. PS43741000 to Interactive Communications International, Inc. (InComm) for the distribution of TAP gift cards for purchase at retail gift card kiosks at major chain stores to satisfy customer demand for more TAP sales locations.

(CARRIED OVER FROM FEBRUARY'S REGULAR BOARD MEETING)

Attachments: [Attachment A - Procurement Summary](#)
 [Attachment B - DEOD Summary](#)
 [Attachment C - Map of TAP Sales Locations](#)
 [Presentation](#)

NON-CONSENT

3. **SUBJECT: REPORT BY THE CHAIR** [2018-0326](#)

RECOMMENDATION

RECEIVE report by the **Chair**.

4. **SUBJECT: REPORT BY THE CHIEF EXECUTIVE OFFICER** [2018-0327](#)

RECOMMENDATION

RECEIVE report by the **Chief Executive Officer**.

AD HOC CONGESTION, HIGHWAY AND ROADS COMMITTEE RECOMMENDED (3-0) APPROVAL OF THE FOLLOWING:

6. **SUBJECT: I-5 NORTH CAPACITY ENHANCEMENTS FROM** [2018-0115](#)
 SR-134 TO SR-118 (FUNDING AGREEMENT NO.
 MOU. P0008355/8501A/A6)

RECOMMENDATION

AUTHORIZE Contract Modification No. 198 by the California Department of Transportation (Caltrans) for construction contract of the Segment 4 of the I-5 North Capacity Enhancements Project between SR-134 and SR-118 (Project) under the Funding Agreement No. MOU. P0008355/8501A/A6, in the amount of \$1,242,619.51 within the project Life of Project budget.

FINANCE, BUDGET AND AUDIT COMMITTEE RECOMMENDED (3-0) APPROVAL OF THE FOLLOWING:**9.SUBJECT: FISCAL YEAR 2019 (FY19) BUDGET**[2018-0147](#)**RECOMMENDATION****CONSIDER:**

- A. ADOPTING the proposed FY19 Budget as presented in the budget document (provided in a separate transmittal and posted on metro.net); and
- B. APPROVING the Life of Project (LOP) budgets for new capital projects with LOP exceeding \$5 million, included in the proposed FY19 Budget and presented in Attachment A; and
- C. APPROVING the Reimbursement Resolution declaring Metro's intention to issue debt in FY19 for capital projects, as shown in Attachment B, with the provision that actual debt issuance will require separate Board approval; and
- D. AMEND the proposed budget to include \$2,000,000 for Expo Phase 1 and \$20,624,400 for Expo Phase 2, as approved by Expo Construction Authority for fiscal year 2019, for a total addition of \$22,624,400; and
- E. AMEND the proposed budget to include \$25,000,000 for farebox upgrade, as approved by the Board on April 18, 2018; and
- F. AMEND the proposed budget to include \$500,000 to begin the draft environmental study of the Crenshaw Northern Extension project upon identification of the preferred alternatives identified by the Board for this corridor

Attachments: [Attachment A - FY19 New Capital Projects](#)
 [Attachment B – Reimbursement Resolution of Metro for FY19](#)
 [Attachment C – FY19 Public Outreach](#)

FINANCE, BUDGET AND AUDIT COMMITTEE FORWARDED WITHOUT RECOMMENDATION DUE TO ABSENCES AND CONFLICTS:**11. SUBJECT: MAJOR CONSTRUCTION UMBRELLA INSURANCE PROGRAM**[2017-0702](#)**RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to negotiate and purchase additional construction project umbrella liability insurance policies (also known as a super excess general liability insurance program) for construction of the Metro Westside Purple Line Extension Section 2 Project (the Project) with up to \$300 million in additional limits at a cost not to exceed \$4.9 million for the period effective June 6, 2017 to June 6, 2027 (and products/completed operations coverage to June 6, 2037).

Attachments: [Attachment A - Recommended Program](#)

**PLANNING AND PROGRAMMING COMMITTEE and CONSTRUCTION COMMITTEE
FORWARDED THE FOLLOWING WITHOUT RECOMMENDATION:**

15. SUBJECT: WEST SANTA ANA BRANCH TRANSIT CORRIDOR

[2018-0072](#)

RECOMMENDATION

CONSIDER:

A. RECEIVING AND FILING:

1. West Santa Ana Branch Transit Corridor Updated Northern Alignment Options Screening Report, including project goals; and
2. Update on Public-Private Partnership (P3) project delivery procurement process

B. AUTHORIZING:

1. Northern alignment options to carry forward into Draft Environmental Impact Statement/Environmental Impact Report (EIS/EIR)
 - a. Concept E: Union Station via Alameda Underground
 - b. Concept F: Union Station via Alameda Underground/Center Aerial
 - c. Concept G: Downtown Transit Core Underground

C. AUTHORIZING the Chief Executive Officer to execute:

1. Modification No. 2 to Contract No. AE5999300 with WSP USA Inc. for technical services for the evaluation of the three northern alignments in the Draft EIS/EIR in the amount of \$2,760,752, increasing the total contract value to \$12,405,244; and
2. Modification No. 1 to Contract No. PS2492300 with Arellano Associates for outreach support for the augmented Community Participation Program as part of the evaluation of the three northern alignments in the Draft EIS/EIR in the amount of \$429,310, increasing the total contract value to \$922,203.

Attachments: [Attachment A - NA Updated Screening Report Executive Summary](#)
[Attachment B - Original Northern Alignments Map](#)
[Attachment C - New Northern Alignments Map](#)
[Attachment D - Northern Alignment Summary of Project Goals Results](#)
[Attachment E - Northern Alignment Summary of Select Performance Measurements](#)
[Attachment F - Recommended Northern Alignments Map v2](#)
[Attachment G1 - Trips Common to both Options Origins](#)
[Attachment G2 - Trips Common to both Options Destinations](#)
[Attachment H-1 Procurement Summary](#)
[Attachment H-2 Procurement Summary](#)
[Attachment I-1 Contract Modification Log](#)
[Attachment I-2 Contract Modification Log](#)
[Attachment J-1 - DEOD Summary for H-1](#)
[Attachment J-2 - DEOD Summary for H-2](#)
[Presentation](#)

**PLANNING AND PROGRAMMING COMMITTEE FORWARDED WITHOUT
RECOMMENDATION DUE TO ABSENCES AND CONFLICTS:**

**19. SUBJECT: LA RIVER BIKE PATH GAP CLOSURE PROJECT
 TECHNICAL SERVICES**

[2018-0108](#)

RECOMMENDATION

AUTHORIZE the Chief Executive Officer (CEO) to:

- A. AWARD AND EXECUTE an 88-month, firm fixed price Contract No. AE47795000 with CH2M Hill, Inc. for \$45,891,279 for Los Angeles River Bike Path Gap Closure Project Technical Services (Project), subject to resolution of protest(s), if any;
- B. APPROVE Contract Modification Authority (CMA) specific to and execute modifications for Contract No. AE47795000 in the amount of \$6,883,692 (15%) to support the cost of unforeseen issues that may arise during the course of the Contract; and
- C. NEGOTIATE and enter into a Memorandum of Understanding (MOU) with Los Angeles County Department of Public Works (LACDPW) for construction management and delivery of the Project with an option for final design; and
- D. NEGOTIATE and enter into a Cooperative Agreement with the City of Los Angeles, the City of Vernon, and LACDPW.

Attachments: [Attachment A - Procurement Summary](#)
 [Attachment B - DEOD Summary](#)
 [Attachment C - Metro Board Motion 67](#)
 [Attachment D - Project Map](#)
 [Presentation](#)

CONSTRUCTION COMMITTEE FORWARDED WITHOUT RECOMMENDATION:

34. SUBJECT: DIVISION 20 PORTAL WIDENING TURNBACK PROJECT

[2018-0186](#)

RECOMMENDATION

CONSIDER:

- A. AUTHORIZING the Chief Executive Officer to execute a 5-year cost-plus fixed fee Contract No. AE48636MC074 with DHS Consulting, Inc. to provide Construction Management Support Services for the Division 20 Portal Widening Turnback Project, in an amount not-to-exceed \$13,029,957.91;
- B. APPROVE Contract Modification Authority in the amount of \$2,605,991.82 or 20% of the not-to-exceed contract award value and authorize the CEO to execute individual Contract Modifications within the Board approved Contract Modification Authority.

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

END OF NON-CONSENT ITEMS

46. SUBJECT: CLOSED SESSION

[2018-0328](#)

RECOMMENDATION

CLOSED SESSION:

- A. Conference with Labor Negotiator - G.C. 54957.6
Agency Designated Representative: Joanne Peterson or designees
Employee Organization: SMART

SUBJECT: GENERAL PUBLIC COMMENT

[2018-0329](#)

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



Metro

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

Board Report

File #: 2018-0253, **File Type:** Minutes

Agenda Number: 2.

**REGULAR BOARD MEETING
MAY 24, 2018**

SUBJECT: MINUTES

RECOMMENDATION

APPROVE Minutes of the Regular Board Meeting held April 26, 2018.

Metro

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



MINUTES

Thursday, April 26, 2018

9:00 AM

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

Board of Directors - Regular Board Meeting

Eric Garcetti, Chair
Sheila Kuehl, Vice Chair
James Butts, 2nd Vice Chair
Kathryn Barger
Mike Bonin
Jacquelyn Dupont-Walker
John Fasana
Janice Hahn
Paul Krekorian
Ara Najarian
Mark Ridley-Thomas
Hilda Solis
Carrie Bowen, non-voting member

Phillip A. Washington, Chief Executive Officer

CALLED TO ORDER AT: 9:09 a.m.

ROLL CALL

1. APPROVED Consent Calendar Items: 2, 7, 8, 10, 11, 16, 17, 49, 20, 21, 22, 23, 31, 35, and 38.

Consent Calendar items were approved by one motion except for Items 7 and 19 which were held by a Director for discussion and/or separate action.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	A	Y	A	Y	Y	Y	Y	A	Y	A

2. **SUBJECT: MINUTES** **2018-0154**

APPROVED ON CONSENT CALENDAR Minutes of the Regular Board Meeting held March 22, 2018.

3. **SUBJECT: REPORT BY THE CHAIR** **2018-0200**

RECEIVED report by the **Chair**.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
P	P	P	A	P	A	P	P	P	P	A	P	A

4. **SUBJECT: REPORT BY THE CHIEF EXECUTIVE OFFICER** **2018-0201**

RECEIVED report by the **Chief Executive Officer**.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
P	P	P	P	P	P	P	P	P	P	P	P	A

PK = P. Krekorian	HS = H. Solis	KB = K. Barger	RG = R. Garcia
JF = J. Fasana	JB = J. Butts	JDW = J. Dupont-Walker	
JH = J. Hahn	EG = E. Garcetti	MRT = M. Ridley-Thomas	
MB = M. Bonin	SK = S. Kuehl	AN = A. Najarian	

LEGEND: Y = YES, N = NO, C = HARD CONFLICT, S = SOFT CONFLICT, ABS = ABSTAIN, A = ABSENT, P = PRESENT

6. SUBJECT: EXPRESSLANES CLEAN AIR VEHICLE POLICY**2017-0800****RECOMMENDATION**

ADOPTED AS AMENDED the Clean Air Vehicle toll discount policy.

HAHN AMENDMENT: establish a 60-day grace period, during which no tickets are issued, once Clean Air Vehicle Policy is implemented in late 2018.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	Y	Y	A	Y	N	A	Y	Y	Y	A

7. SUBJECT: EXPRESSLANES TOLL BOND POOL**2018-0128**

ESTABLISHED UNDER RECONSIDERATION a Toll Bond Pool of underwriters, listed in Attachment A, from which underwriters will be selected for future negotiated debt issues for toll revenue bonds and other toll revenue backed debt issued under the ExpressLanes program through June 30, 2021, with two further 1-year options to extend.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	Y	Y	C	C	C	A	Y	C	Y	A

**8. SUBJECT: MEASURE R HIGHWAY SUBREGIONAL PROGRAM
SEMI-ANNUAL UPDATE****2018-0006**

APPROVED ON CONSENT CALENDAR:

A. \$20.841 million of additional programming within the capacity of the Measure R Highway Subregional Programs and funding changes via the updated project list, as shown in Attachment A for:

- Highway Operational Improvements in Arroyo Verdugo
- Highway Operational Improvement in Las Virgenes Malibu
- I-405, I-110, I-105 and SR-91 Ramp and Interchange Imp. (South Bay)
- I-605 Corridor "Hot Spots" Interchange Imp. In Gateway Cities
- I-710 South and/or Early Action Projects in Gateway Cities

B. AUTHORIZING the CEO or his designee to negotiate and execute all necessary agreements for approved projects

**10. SUBJECT: HOLLYWOOD ENTERTAINMENT DISTRICT
BUSINESS IMPROVEMENT DISTRICT**

2018-0160

APPROVED ON CONSENT CALENDAR Metro's participation in the Hollywood Entertainment District Business Improvement District for a period of ten years beginning January 1, 2019 to December 31, 2028 for an estimated amount of \$2,891,282 through 2028.

**11. SUBJECT: UPGRADE AGING BUS FAREBOXES AND STATION
VALIDATORS**

2018-0120

APPROVED ON CONSENT CALENDAR programming of up to \$55 million to upgrade aging bus farebox equipment and rail station validators that will enhance security, prepare for new payment technologies, ensure near real time communications, simplify regional fares and requirements, and ensure that customers and future 2028 Summer Olympic visitors experience a convenient and barrier-free fare payment system.

16. SUBJECT: PROPERTY INSURANCE PROGRAM

2018-0014

AUTHORIZED ON CONSENT CALENDAR the Chief Executive Officer to negotiate and award All Risk Property and Boiler and Machinery insurance policies for all property at the current policy limits at a not to exceed price of \$2.5 million for the 12-month period May 10, 2018 through May 10, 2019.

**17. SUBJECT: METROPOLITAN PLANNING AGREEMENT UPDATE
WITH SCAG AND LOS ANGELES COUNTY TRANSIT
OPERATORS**

2018-0064

AUTHORIZED ON CONSENT CALENDAR the Chief Executive Officer (CEO) to execute a revised Memorandum of Understanding (MOU) between the Southern California Association of Governments (SCAG), the Los Angeles County Metropolitan Transportation Authority (Metro) and Los Angeles County Transit Operators.

19. SUBJECT: BLUE LINE FIRST/LAST MILE PLAN

2017-0928

APPROVED:

A. ADOPTING Blue Line First/Last Mile Plan, and

B. AUTHORIZING the Chief Executive Officer to seek grant funding for Plan implementation.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
A	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	A

**20. SUBJECT: METROLINK SAN BERNARDINO LINE (SBL)
25 PERCENT FARE DISCOUNT SIX-MONTH PILOT
PROGRAM**

2018-0099

APPROVED ON CONSENT CALENDAR:

- A. the Metrolink San Bernardino Line 25% Fare Discount Six-month Pilot Program;
- B. PROGRAMMING up to \$2 Million in prior year Proposition C 10% surplus funds for FY 2018-19 funding only for the Metrolink SBL 25% Fare Discount Six-month Pilot Program; and
- C. AUTHORIZING the CEO to enter into all agreements necessary to implement the Metrolink SBL 25% Fare Discount Pilot Program.

**20.1 SUBJECT: MOTION BY DUPONT-WALKER, BARGER, SOLIS,
KREKORIAN, AND NAJARIAN**

2018-0196

METROLINK SURPLUS FUNDS

APPROVED Motion by Dupont-Walker, Barger, Solis, Krekorian, and Najarian that the Board direct the CEO to:

- A. Allocate \$950,000 of "Metro surplus funds" to fund Metro's portion of the CMF West Entrance project design cost included in Metrolink FY19 Capital Budget contingent upon matching funds from other Member Agencies;
- B. Partner with Metrolink and other Member Agencies to identify grant funding opportunities for the estimated \$9.7 million construction cost of the CMF West Entrance project; and
- C. Report back to the Planning and Programming Committee on all the above in 90 days.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	A	A	A	Y	Y	A	A	Y	Y	A

**20.2 SUBJECT: MOTION BY SOLIS, GARCETTI, FASANA,
KREKORIAN, AND BARGER**

2018-0233

**AUTHORIZE THE METROLINK SAN BERNARDINO LINE FARE
DISCOUNT PILOT PROGRAM FOR ONE FULL YEAR**

APPROVED Motion by Solis, Garcetti, Fasana, Krekorian, and Barger that the Board authorize the recommended 25% Fare Discount Pilot Program on the Metrolink San Bernardino Line for one full year and report back to the board on a quarterly basis.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	A	A	A	Y	Y	A	A	Y	Y	A

**21. SUBJECT: STATE ROUTE 138 STATE TRANSPORTATION
IMPROVEMENT PROGRAM (STIP) PROJECTS**

2018-0107

APPROVED ON CONSENT CALENDAR:

- A. the pursuit of a State Transportation Improvement Program (STIP) Amendment, pursuant to Assembly Bill (AB) 3090 provisions, to advance local funding for delivery of the State Route 138 highway widening projects described in Attachment A;
- B. PROGRAMMING up to \$44.7 million in federal Surface Transportation Block Grant Program (STBGP) funds for the identified projects; and
- C. AUTHORIZING the CEO to negotiate and enter into an agreement for the future repayment of state funds with Caltrans.

22. SUBJECT: DENSO SPARK PLUGS SUPPLIER

2018-0074

AUTHORIZED ON CONSENT CALENDAR the Chief Executive Officer to award a two-year, firm fixed price Contract No. MA48271000 to Romaine Electric Corporation, the lowest responsive and responsible bidder for Spark Plugs (Denso). The Contract one-year base amount is \$701,158.68, inclusive of sales tax, and the one-year option amount is \$701,158.68, inclusive of sales tax, for a total contract amount of \$1,402,317.36, subject to resolution of protest(s), if any.

**23. SUBJECT: RIGGING SERVICES FOR METRO RED LINE AND
PURPLE LINE STATIONS****2017-0835**

AUTHORIZED ON CONSENT CALENDAR the Chief Executive Officer to award a firm fixed unit rate Contract No. OP97901000-48045 for rigging services at the Metro Red Line and Purple Line stations to United Riggers & Erectors, Inc. for the five-year period covering May 1, 2018 through May 1, 2023, for an amount not-to-exceed \$2,893,200.

**26.1 SUBJECT: MOTION BY SOLIS, KUEHL, FASANA, KREKORIAN,
AND BARGER AS AMENDED BY RIDLEY-THOMAS****2018-0197****MOBILE HYGIENE AND SHOWER FACILITIES AT METRO STATIONS**

APPROVED Motion by Solis, Kuehl, Fasana, Krekorian and Barger AS AMENDED BY Ridley-Thomas that the Board directs the CEO to report back in 120 days with a preliminary implementation plan to establish a hygiene and mobile shower program for the homeless population in or near Metro stations. The plan shall include but not be limited to:

- A. An initial analysis and methodology, in consultation with the Los Angeles County Sheriff Department's MET (Mental Evaluation Team) unit, the Los Angeles Police Department's SMART (System-Wide Mental Assessment Response Team) unit, and the Los Angeles Homeless Services Authority, to identify and prioritize high-need stations;
- B. Identify practical and effective solutions to promote hygiene and prevent the spread of infectious diseases (e.g. on-board hand sanitizers, tissue, masks, etc.);
- C. Establish a multi-phase, pilot program at select stations, including Westlake/MacArthur Park Red/Purple Line Station and North Hollywood Red Line Station;
- D. Develop a long-term plan for incorporating complete public restrooms at all new rail stations on the system;
- E. Identify necessary resources and eligible funding sources required to achieve the aforementioned direction; and
- F. Collaborate with Los Angeles County's Office of Homeless Initiative, Department of Public Health, Department of Public Works, and other relevant Departments, along with the Los Angeles Homeless Services Authority, on implementation and effectiveness of the County's Hygiene Station Program and Mobile Shower pilot program.

(Continued on next page)

(Item 26.1 – continued from previous page)

RIDLEY-THOMAS AMENDMENT: to also include the multi-disciplinary outreach teams as part of the effort to develop the hygiene and shower program.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	Y	Y	A	Y	Y	Y	Y	A	Y	A

29. SUBJECT: POWER SWEEPING SERVICES**2017-0905**

AUTHORIZED the Chief Executive Officer to award a three-year firm fixed unit rate Contract No. OP962800003367 to Nationwide Environmental Services Inc., to provide power sweeping services for Metro transit facilities for a not-to-exceed amount of \$5,314,860 effective June 1, 2018 through May 31, 2021.

ACTION TAKEN:

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
A	Y	Y	Y	Y	Y	Y	N	Y	Y	ABS	Y	A

30. SUBJECT: ENGINEERING SUPPORT FOR RAIL MAINTENANCE AND ENGINEERING**2018-0061**

AUTHORIZED the Chief Executive Officer to award Contract No. PS46172000 to Gannett Fleming Transit & Rail Systems for on-call engineering support services in support of Rail Maintenance and Engineering, for a total not-to-exceed amount of \$31,000,000, inclusive of \$16,000,000 for the initial two-year base, and \$5,000,000 for each of the three, one-year options (effective May 2018 through April 2023); subject to resolution of protest(s), if any.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
C	Y	Y	A	Y	Y	A	Y	Y	Y	C	A	A

31. SUBJECT: METRO GOLD LINE EASTSIDE ACCESS 1ST/CENTRAL STATION IMPROVEMENT PROJECT 2018-0095

AUTHORIZED ON CONSENT CALENDAR the Chief Executive Officer to:

- A. EXECUTE Modification No. 4 to Contract No. AE439330011938, with Ted Tokio Tanaka Architects (TTTA), for the Metro Gold Line Eastside Access 1st/Central Station Improvement Project (Eastside Access), for additional design services in the amount of \$487,959, increasing the Total Contract Value from \$2,060,492 to \$2,548,451; and
- B. INCREASE Contract Modification Authority (CMA) specific to Contract No. AE439330011938 for Eastside Access in the amount of \$412,041, increasing the total CMA amount from \$268,954 to \$680,995, to support additional services related to Eastside Access.

33. SUBJECT: FISCAL YEAR 2019 PROGRAM MANAGEMENT ANNUAL PROGRAM EVALUATION 2018-0018

RECEIVED AND FILED report on FY2019 Program Management Annual Program Evaluation.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	A

34. SUBJECT: SYSTEMS ENGINEERING AND SUPPORT SERVICES 2018-0066

AUTHORIZED:

- A. the Chief Executive Officer to award a Task Order (TO) based seven-year cost plus fixed fee contract plus three one-year options, Contract No. AE47810E0128, to SECOTrans (Joint Venture of LTK Engineering Services, NBA Engineering Inc., Pacific Railway Enterprises Inc., and Ramos Consulting Services, Inc) for systems engineering and support services for design of rail and transit projects;
- B. an initial two year not-to-exceed amount of \$28,932,000 for Task Orders issued through Fiscal Year 2020; and
- C. the Chief Executive Officer to execute individual Task Orders and changes within the Board approved not-to-exceed amount for the contract.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	A	Y	Y	A	Y	Y	Y	C	A	A

**35. SUBJECT: PERMEABLE PAVEMENT AND BIORETENTION
PILOT PROJECT, DIVISION 4 MAINTENANCE
FACILITY**

2018-0094

APPROVED ON CONSENT CALENDAR an increase in the Life of Project Budget (LOP) for Permeable Pavement and Bioretention Pilot Project (Project) in the amount of \$1.16 million increasing the LOP from \$940,000 to \$2.1 million to complete construction of the Project.

37. SUBJECT: STATE LEGISLATION

2018-0134

ADOPTED staff recommended positions:

- A. Assembly Bill 2417 (Rodriguez) - Metro Foothill Gold Line Construction Authority **OPPOSE**

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
A	Y	Y	Y	Y	Y	A	Y	Y	Y	Y	Y	A

- B. Assembly Bill 1912 (Rodriguez) - Public Employees' Retirement: Joint Powers Agreements: Liability **OPPOSE**

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	ABS	Y	A

38. SUBJECT: MICROTRANSIT PILOT PROJECT (MTP)

2018-0117

AUTHORIZED ON CONSENT CALENDAR the Chief Executive Officer to award the following firm fixed price contracts to firms to partner with Metro for planning, designing, testing and evaluating a new transportation technology-based service for traveling short distances, subject to resolution of protest(s), if any:

- A. Contract No. PS46292001 to RideCo in the amount of \$219,650.26 for 6 months;
- B. Contract No. PS46292002 to NoMad Transit LLC in the amount of \$348,684.69 for 6 months; and
- C. Contract No. PS46292003 to Transdev in the amount of \$316,912.31 for 6 months.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
						C		C				

40. SUBJECT: METRO STRATEGIC PLAN UPDATE**2018-0148**

RECEIVED AND FILED the draft Metro Strategic Plan for release and public review.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	Y	Y	A	Y	Y	Y	Y	Y	Y	A

42. SUBJECT: MOTION BY HAHN AS AMENDED BY DUPONT-WALKER 2018-0194**FEASIBILITY STUDY ON EXPRESSLANES**

APPROVED Motion by Hahn as amended by Dupont-Walker that the CEO report back in 180 days to the Board on:

- A. The current performance of the ExpressLanes;
- B. A comparison of the Metro ExpressLanes system to other major congestion-pricing toll systems in the country; and
- C. The viability of Metro ExpressLanes implementing a "Pay-as-You-Use" model for all drivers.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	Y	Y	Y	Y	N	Y	A	Y	A	A

43. SUBJECT: MOTION BY FASANA AS AMENDED BY SOLIS**2018-0195****I-10 EXPRESSLANE/BUSWAY PILOT**

APPROVED Motion by Fasana AS AMENDED by Solis that:

- A. Metro staff work with Caltrans and other stakeholders to develop, within existing federal and state guidelines, a pilot exclusively for the I-10 ExpressLane / Busway that would define carpools as registered vanpools with all other vehicles (other than passenger buses) subject to fees through a "Pay-as-You-Use" model. The Zero Emission Vehicles using the corridor would be eligible for discounts in effect at the time the pilot commences; and

(Continued on next page)

(Item 43 – continued from previous page)

- B. Report back to the Metro Board within 180 days on potential effects, key decision points and milestones necessary to implement this pilot including community outreach with feedback and surveys as well as service analysis on impacts and exemptions for low income commuters. The proposed pilot program is to be consulted with SCAQMD in relation to Air Quality Management Plan and its impact to sticker program for Electric Vehicle.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	Y	Y	Y	Y	N	A	Y	Y	Y	A

44. SUBJECT: UPDATE ON SENATE BILL 1 IMPLEMENTATION **2018-0205**

RECEIVED oral update on the efforts related to Senate Bill 1 implementation.

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	A	Y	A

45. SUBJECT: CLOSED SESSION **2018-0206**

CLOSED SESSION:

- A. Conference with Legal Counsel - Existing Litigation - G.C. 54956.9(d)(1)

1. Michael Grant v. LACMTA, LASC Case No. BC551062

APPROVED settlement in the amount of \$800,000

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	A	Y	A	Y	Y	Y	Y	Y	Y	A

2. April Shannon-Vance v. LACMTA, LASC Case No. BC595048

APPROVED settlement in the amount of \$250,000

PK	JF	JH	MB	HS	JB	EG	SK	KB	JDW	MRT	AN	RG
Y	Y	Y	A	Y	A	Y	Y	Y	Y	Y	Y	A

- B. Conference with Legal Counsel - Anticipated Litigation - G.C. 54956.9(d)(2)

Significant Exposure to Litigation (two cases)

NO REPORT.

(Continued on next page)

(Item 45 – continued from previous page)

C. Conference with Real Estate Negotiator - G.C. 54956.8

Property Description: 1119-1137 East Redondo Boulevard,
Inglewood

Agency Negotiator: Carol A. Chiodo

Negotiating Party: C.T. Inc., 2974 Properties, Inc., and 6 Angels,
LLC.

Under Negotiation: Price and Terms

NO REPORT.


D. Public Employment - G.C. 54957(b)(1)

Title: Chief Ethics Officer

NO REPORT.

ADJOURNED AT 2:45 p.m. in memory of Tim Del Cambre

Prepared by: Deanna Phillips
Administrative Analyst, Board Administration.


Michele Jackson, Board Secretary



Board Report

File #: 2017-0804, **File Type:** Agreement

Agenda Number: 5.

AD HOC CONGESTION, HIGHWAY AND ROADS COMMITTEE MAY 16, 2018

**SUBJECT: METRO EXPRESSLANES CALIFORNIA HIGHWAY
PATROL (CHP) ENFORCEMENT AGREEMENT**

ACTION: APPROVE RECOMMENDATION

RECOMMENDATION

AUTHORIZE the Chief Executive Officer (CEO) to execute a three (3) year funding agreement with the California Highway Patrol (CHP) to provide enforcement services on the I-10 and I-110 ExpressLanes from July 1, 2018 to June 30, 2021 in the not-to-exceed amount of \$9,713,310.

ISSUE

CHP has proven to be an invaluable partner in the safe operation and enforcement of the ExpressLanes. While ExpressLanes' staff focuses on improving the ExpressLanes performance and implementing best-in-class technology, CHP presence is essential to the safety of the ExpressLanes customers, as well as enforcement of the ExpressLanes policies and procedures. CHP records show an increase in enforcement citations for the following unsafe behaviors over the last year on the ExpressLanes:

- Texting/ Using a Cellphone: 59% increase;
- Illegal Lane Changes/ Crossing Double Lines: 23% increase;
- Obscured or Missing License Plates/ Lack of Registration: 16% increase.

In addition to enforcing traffic and safety laws, CHP presence expedites the resolution of incidents on the ExpressLanes, including, but not limited to:

- Accident response,
- Off-loading of passengers from disabled buses, and
- The removal of debris or other issues necessitating traffic stops.

DISCUSSION

Background

In California, enforcement of the ExpressLanes is regulated by the California Vehicle Code (CVC). Per California Vehicle Code Section 23251, the CHP is designated with the responsibility for policing of all toll highways. SB 1298, which allows for the ongoing operation of the 110 and 10

ExpressLanes, outlines that Metro shall have a reimbursable agreement with CHP. Metro has had an enforcement agreement with the CHP since the inception of the ExpressLanes program, with the current agreement expiring June 30, 2018.

CHP receives an annual funding allocation from the State to cover the cost of routine freeway enforcement including traffic enforcement and control, incident response, accident investigation, and enforcement of any other laws or regulations related to the operation of motor vehicles and/or the protection of life or property on state highways. CHP generally does not assign enforcement officers for the specific purpose of monitoring vehicle occupancies in either High Occupancy Vehicle (HOV) lanes or ExpressLanes focusing limited personnel resources on issues of safety and incident response.

FY2019-FY2021 Agreement

Metro's agreement with the CHP for ExpressLanes covers the cost of providing additional patrols on the ExpressLanes beyond CHP's regular coverage. The agreement provides for increased patrols and dedicated dispatchers on the ExpressLanes to expedite accident and incident response. Without increasing the not-to-exceed amount, this upcoming agreement has been updated in collaboration with CHP to provide Metro with more flexibility to update the hours and levels of enforcement. Metro and CHP will make the adjustments as necessitated by changes in traffic conditions or improvements in technologies.

A CHP Sergeant oversees and administers the program and coordinates with Metro staff to adjust enforcement strategies to best align with the efficient operations of the ExpressLanes. CHP educates ExpressLanes users regarding the program and provides beneficial feedback to Metro staff on their observations and interactions with customers on the ExpressLanes. Additionally, in light of recent policy changes, dedicated CHP support will supplement efforts to educate customers on changes made to the clean air vehicle (CAV) tolling policy. Metro and CHP will continue their partnership to ensure ExpressLanes users are educated and informed with CHP instructing CAV customers during the grace period before enforcement begins.

CHP Performance

CHP currently provides the sole means of enforcing the occupancy requirements for the ExpressLanes and has demonstrated the value of their presence on the ExpressLanes. As shown in Attachment A, Figure 1, from the opening of the ExpressLanes in November 2012 until December 2017, CHP has issued 76,531 citations with 41% of those being toll and transponder related. Although CHP is vital to effective enforcement of a vehicle's occupancy, Metro's automated Occupancy Detection System (ODS) proof-of-concept, will demonstrate the efficacy of technology innovations to assist in enforcement.

With the implementation of the ODS, Metro will be able to capitalize on both the available technological advances and CHP resources to improve enforcement of the ExpressLanes and compliance with its requirements for enhanced management and increased mobility. Once the ODS proof of concept is completed and the system is deemed efficacious, Metro will work with CHP to re-visit the agreement to assure efficient use of Metro's resources.

However, a limitation to ODS and the Violation Enforcing System (VES) currently in place is an

inability to capture scofflaws that are intent on avoiding tolling equipment by removing or obscuring license plates in an attempt to avoid being charged by tolling equipment. Illegal lane changes (including crossing the double white lines) are also committed in an attempt to circumvent tolling and VES equipment. As shown in Attachment A, Figures 2 and 3, the number of citations issued related to license plates and illegal lane changes are increasing monthly. CHP will continue to provide the needed enforcement of vehicles that commit illegal and unsafe moves in an attempt to avoid tolling enforcement equipment.

DETERMINATION OF SAFETY IMPACT

CHP enforcement on the Metro ExpressLanes improves safety as these officers are more readily available to carry out traffic safety duties and respond to accidents and incidents on the ExpressLanes. CHP expedites incident management on the ExpressLanes, including the off-loading of passengers from disabled buses, removal of debris, and any other issues necessitating traffic stops.

FINANCIAL IMPACT

The not-to-exceed amount for this Agreement over three years is \$9,713,310 which is funded by toll revenues. Funding of \$3,000,000 is included in the proposed FY19 budget. Since this is a multi-year agreement, the cost center manager and Executive Officer of Congestion Reduction will be responsible for budgeting the funds in cost center 2220, Congestion Reduction, split between Project 307001 (Express lanes I-110) and Project 307002 (Express lanes I-10) for future years.

Impact to Budget

There is no impact to the bus and rail operating and capital expenditures. The source of funds for this effort will be from toll revenues. No other sources of funds were considered.

ALTERNATIVES CONSIDERED

The Board may choose not to approve the execution of this agreement. The alternative is not recommended as CHP has demonstrated their value to the ExpressLanes and Metro is required by SB 1298 to have an agreement with CHP for the enforcement of the ExpressLanes.

NEXT STEPS

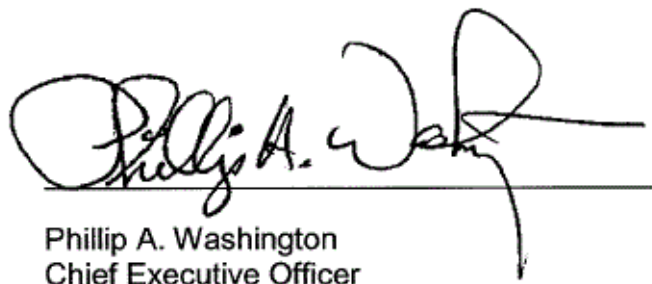
Upon Board approval, staff will execute the funding agreement with CHP to continue with CHP enforcement of the ExpressLanes. Staff will evaluate the level of enforcement on an annual basis and continue to work with CHP to reduce any potential duplicative enforcement as improvements in technologies are implemented.

ATTACHMENTS

Attachment A - CHP Performance November 2012 to December 2017

Prepared by: Michel'le Davis, Principal Transportation Planner, (213) 418-3136
Shahrzad Amiri, Executive Officer, (213) 922-3061

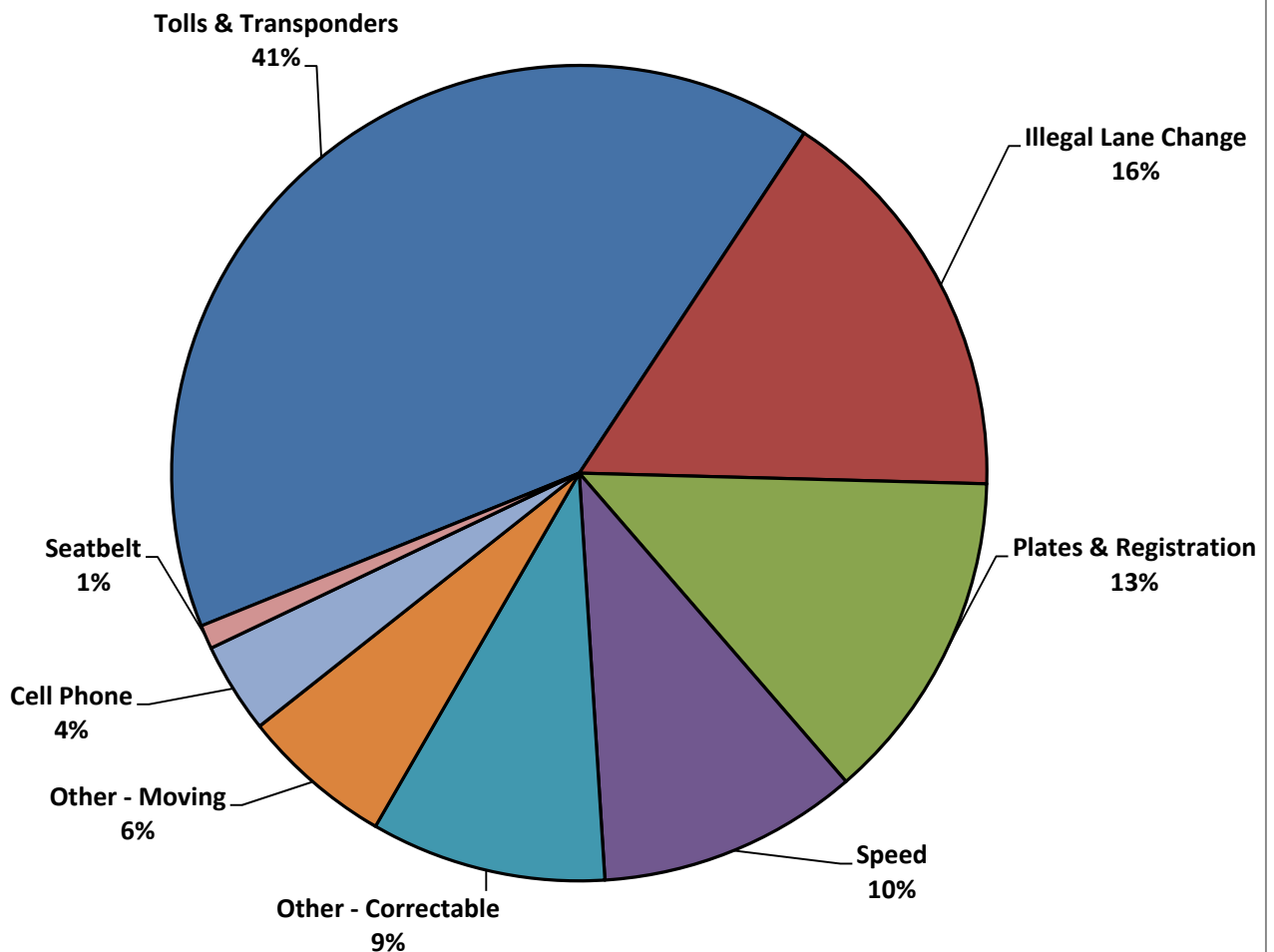
Reviewed by: Stephanie Wiggins, Deputy CEO, (213) 922-1023



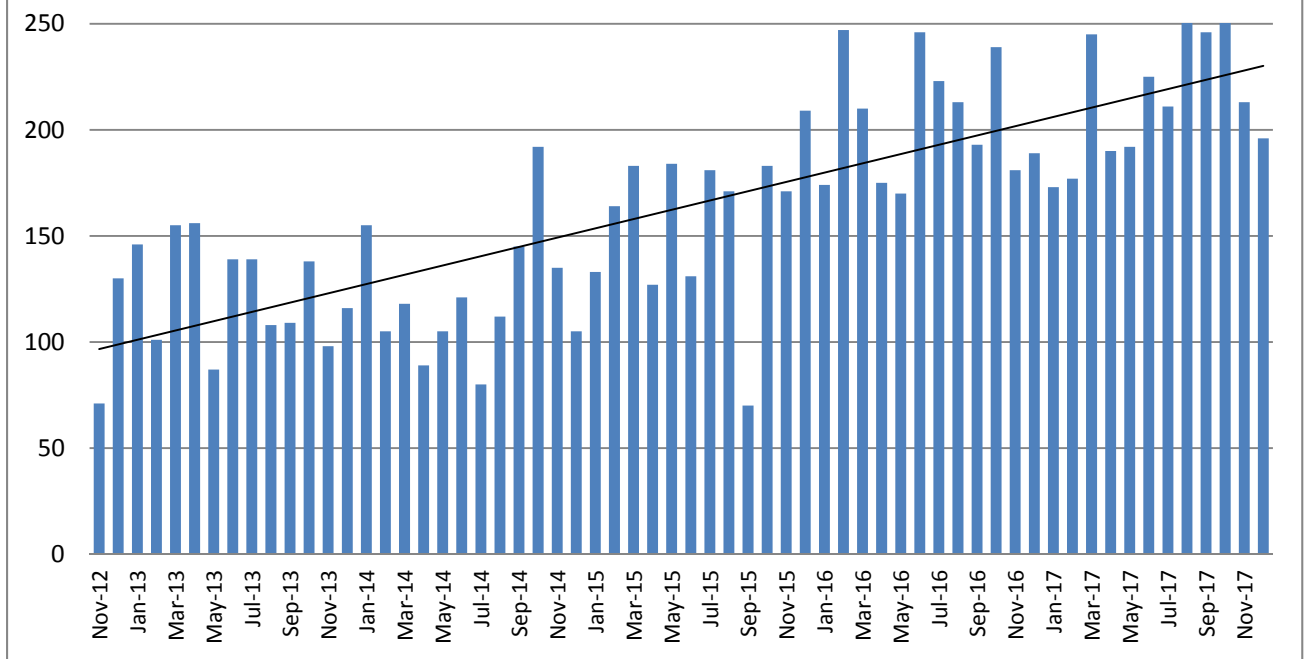
Phillip A. Washington
Chief Executive Officer

Attachment A: CHP ExpressLanes Performance Figures November 2012 to December 2017

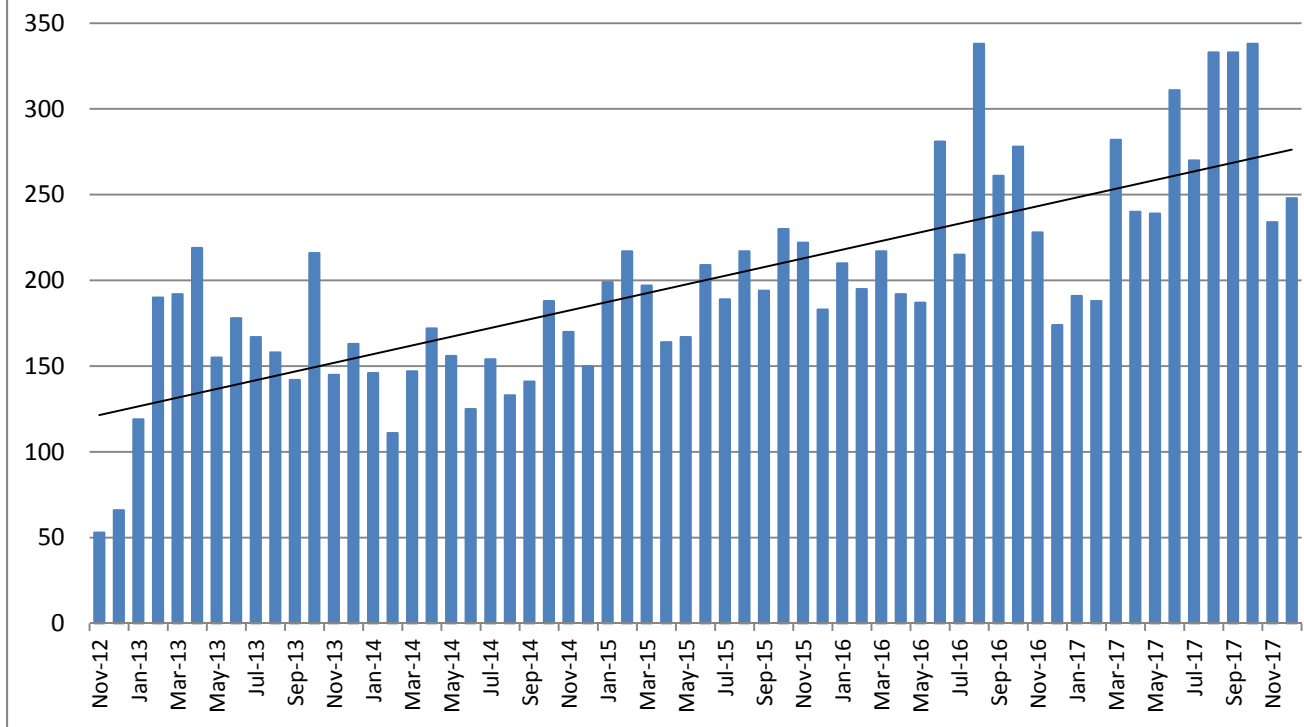
**Figure 1: ExpressLanes CHP Citations
November 2012 to December 2017**



**Figure 2: Monthly License Plate / Registration Citations
November 2012 to December 2017**



**Figure 3: Monthly Illegal Lane Change Citations
November 2012 to December 2017**





Metro

Master

File Number: 2017-0804

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

File ID: 2017-0804

Report Agreement
Type:

Status: Agenda Ready

In Control: Ad Hoc Congestion,
Highway and Roads
Committee

File Created: 11/28/2017

Final Action:

Title: AUTHORIZE the Chief Executive Officer (CEO) to execute a three (3) year funding agreement with the California Highway Patrol (CHP) to provide enforcement services on the I-10 and I-110 ExpressLanes from July 1, 2018 to June 30, 2021 in the not-to-exceed amount of \$9,713,310.

Sponsors: Ad Hoc Congestion and Highway and Roads
Committee

Attachments: Attachment A: CHP Performance, Presentation

History of Legislative File

Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
OCEO Draft Review	04/27/2018					
Ad Hoc Congestion, Highway and Roads Committee	05/16/2018					
Board of Directors - Regular Board Meeting	05/24/2018	APPROVED				Pass
Action Text: Approved on Consent Calendar						
	Aye:	9	Garcetti, Butts, Barger, Dupont-Walker, Fasana, Garcia, Hahn, Krekorian, and Najarian			
	Present:	0				
	Absent:	4	Kuehl, Bonin, Ridley-Thomas, and Solis			



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METRO EXPRESSLANES

**California Highway Patrol Enforcement
Agreement FY2019-FY2021**

May 16, 2018



FY2019 to FY2021 Agreement



- **Current 3 year agreement (FY16-19) expires June 30th.**
- **Reimbursable agreement: Metro only pays for the services provided by CHP.**
- **Flexibility to modify levels of enforcement.**
- **CHP will be instrumental in educating customers with clean air vehicles on updated tolling policy.**



CHP's role in ExpressLanes



- **SB 1298 which allows ongoing operation of the 110 and 10 ExpressLanes stipulates that:**
 - a) **Metro shall implement the program with the active participation of the CHP, pursuant to an agreement that addresses all matters including design, construction, maintenance and operations.**
 - b) **The agreements shall include procedures for enforcement of laws prohibiting the unauthorized use of the HOT lanes and provide for reimbursement of State agencies from revenues generated by the program or other sources that are not otherwise available to the CHP.**

CHP Accident/Incident Response



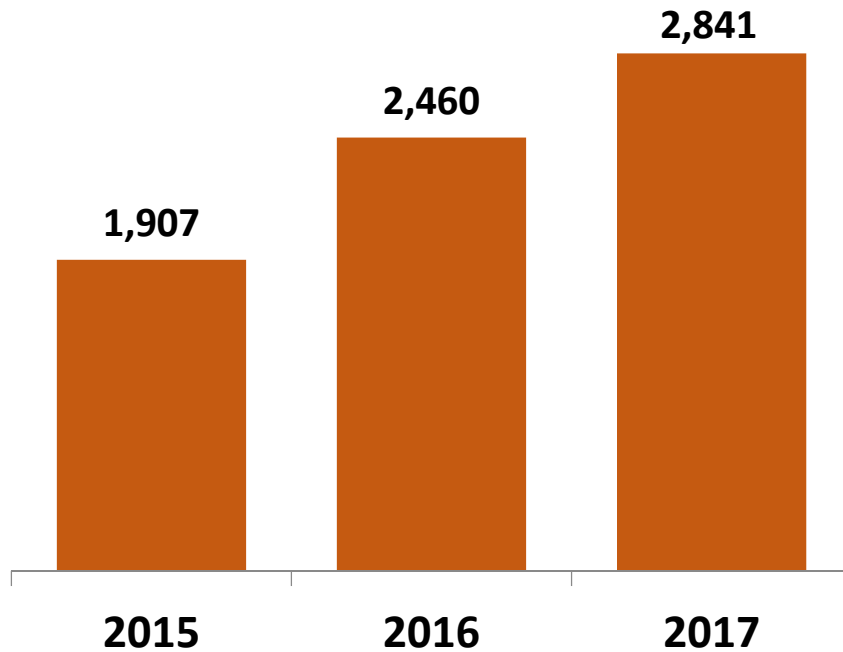
CHP presence expedites the resolution of accidents and incidents in the ExpressLanes.

- **Accident Response**
- **Off-loading of passengers from disabled buses**
- **Removal of debris or other issues necessitating traffic stops**

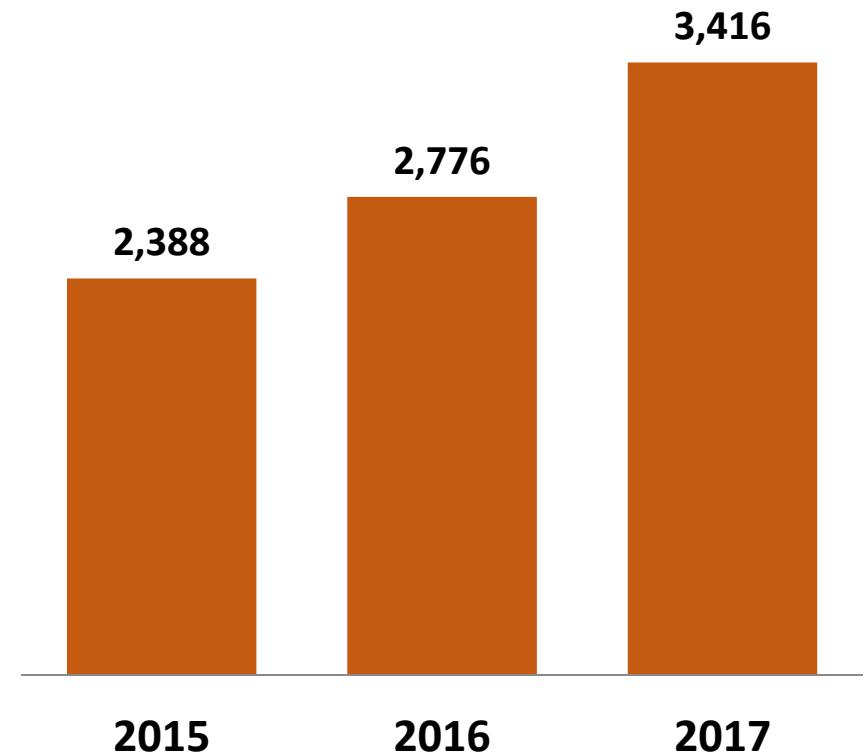
License Plate and Lane Change Citations



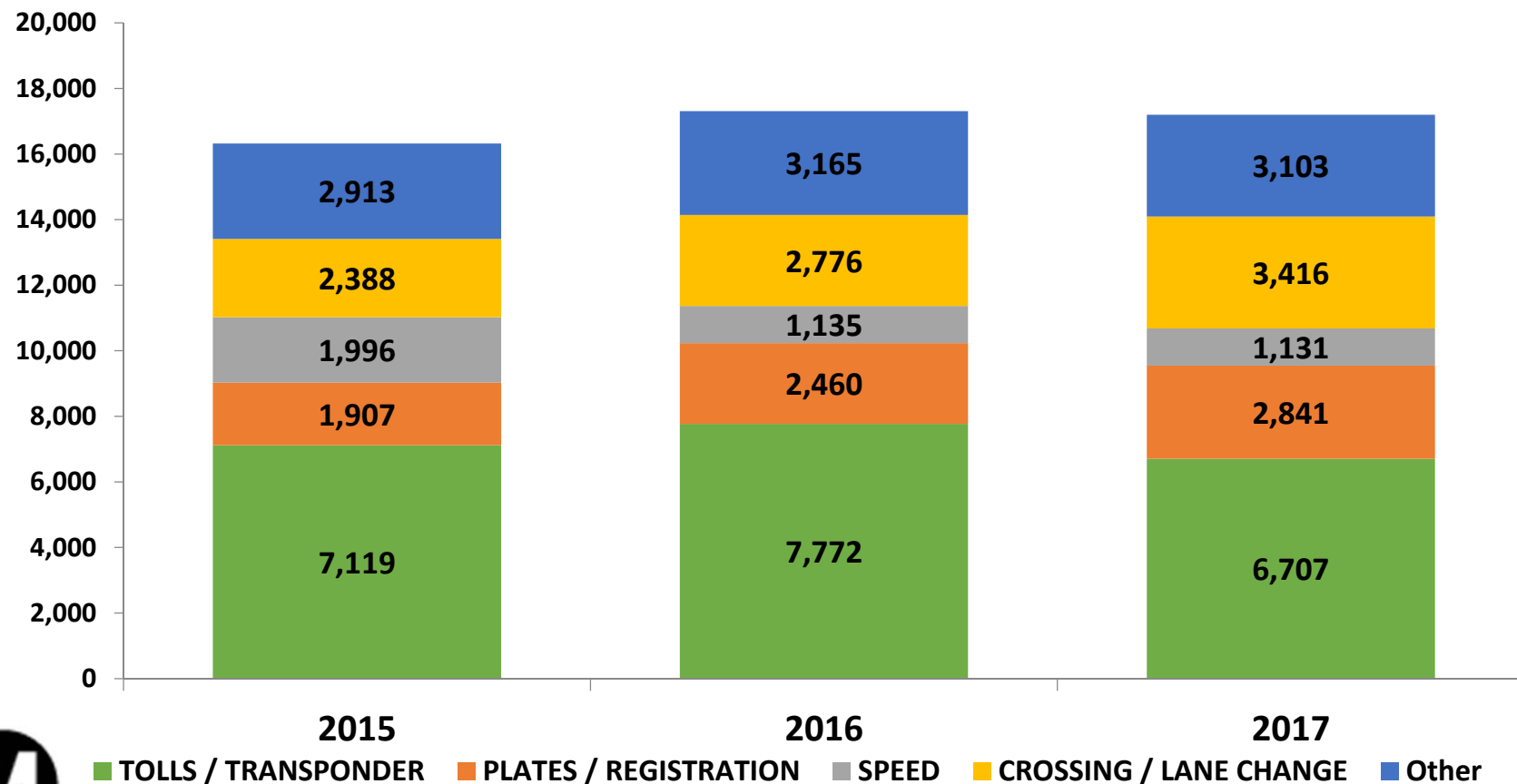
License Plate Citations



Crossing/Lane Change Citations



Summary of CHP Citations issued on ExpressLanes 2015 - 2017



Metro

Next Steps



- **With Board approval, staff will execute the funding agreement with CHP for FY19-FY21.**
- **Staff and CHP will partner to educate customers on the CAV policy changes.**
- **Staff will evaluate the level of enforcement on an annual basis and work with CHP to reduce any duplicative enforcement as improvements in technologies are implemented.**



Board Report

File #: 2018-0172, File Type: Program

Agenda Number: 7.

AD HOC CONGESTION, HIGHWAY AND ROADS COMMITTEE MAY 16, 2018

**SUBJECT: NORTH COUNTY SUBREGIONAL REPROGRAMMING
OF SURPLUS FUNDS FROM THE I-5/SR14 HOV DIRECT CONNECTOR PROJECT**

ACTION: APPROVE RECOMMENDATION

RECOMMENDATION

CONSIDER:

- A. APPROVING programming up to \$50.05 million in Measure R 20% Highway Funds for the following North County Subregion highway operational improvement projects:
1. SR-138 (SR-14) Avenue M Interchange in the amount of \$12,446,200;
 2. The Old Road - Magic Mountain Parkway to Turnberry Lane in the amount of \$25,000,000;
 3. SR-138 (SR-14) 10th Street West Widening/Interchange Project in the amount of \$12,600,000; and
- B. AUTHORIZING the CEO or his designee to negotiate and execute all necessary agreements for approved projects.

ISSUE

On July 19, 2017, the Metro Board of Directors certified the completion of the I-5/SR-14 HOV Direct Connector Project (#2017-0384). This action also authorized the release of \$85.8 million of unspent Measure R 20% highway funds from the project to other eligible highway operational improvements in the North County Subregion. This report recommends the programming of \$50.05 million of the available Measure R 20% funds to eligible projects. The balance of \$35.75 million will be programmed at a later date.

DISCUSSION

The Measure R Ordinance (Ordinance) states that for projects completed without expending all Measure R funds, the surplus shall be credited to the Highway Capital Subfund and spent within the subregion in which the project is located. The Ordinance allocated \$90.8 million in Measure R 20%

highway funding to the I-5/SR-14 HOV Capacity Enhancements project (Line 26 of the Measure R Expenditure Plan).

Caltrans substantially completed the I-5/SR-14 HOV Direct Connector Project on December 23, 2012. The Metro Board determined the project was completed on July 19, 2017. At the completion of the project, there was a \$90.8 million surplus of Measure R 20% funds.

Caltrans and Southern California Edison determined that \$5 million would be needed to complete utility relocations and close-out the project. This resulted in a total of \$85.8 million of Measure R 20% funds available for reprogramming to the North County Subregion. The surplus can be spent on eligible highway operational improvement projects or programs of regional significance as described in the Ordinance.

Upon approval of this item, staff will move forward with the completion of funding agreements for the projects. The City of Lancaster, City of Palmdale, and County of Los Angeles identified \$50.05 million for eligible projects. Metro staff concurs with these projects. The City of Santa Clarita is developing list of their projects which will utilize the balance of funds. Once approved by Metro Highway Program, Santa Clarita projects will be programmed.

Project Descriptions

City of Lancaster - SR-138 (SR-14) Avenue M Interchange

The proposed project improves the ramp and interchange at SR-138/SR-14 and Avenue M. The project will widen and or reconfigure SR-138 North Bound and South Bound on/off ramps, widen Avenue M, restripe, reconstruct local intersections within the project limits, and add sidewalks and bike lanes where feasible.

County of Los Angeles - The Old Road - Magic Mountain Parkway to Turnberry Lane

The proposed project improves road capacity, replacement bridges, and other intersection improvements of Old Road, between Magic Mountain Parkway and Henry Mayo Dr. Old Road runs immediately parallel to Interstate 5. The project will reconstruct and widen Old Road, replace two bridges and standardize the number of lanes from four to six, enhance Sky View Lane and Rye Canyon Road intersections, install bike lanes and sidewalks, widened shoulders and raised medians, and add a multipurpose regional river trail.

City of Palmdale - SR-138 (SR-14) 10th Street West Widening/Interchange Project

The proposed project improves the ramp and interchange at SR-138 and 10th Street West. The project will widen and reconfigure the SR-138 north and southbound on/off ramps, widen 10th Street West, and modify intersections at local roads within the project limits.

DETERMINATION OF SAFETY IMPACT

Approval of this item will have no negative impact to the safety standards of Metro.

FINANCIAL IMPACT

Adoption of I-5/SR-14 Interchange Subregional Reprogramming initiates multi-year programming and expenditure of Measure R 20% funds starting in FY 19 based on the project schedule of development and implementation of projects submitted by the three local jurisdictions (Attachment A). Prior Board action programmed these surplus funds in 2030 to 2039. This item will advance the expenditures and potentially result in additional debt financing. The amount of financing is mitigated due to the historically slower than expected rate of spending on other highway programs and projects.

Impact to Budget

The source of accelerated funding is Measure R 20% which is not eligible for bus and rail operating expenditures. There is no impact to the FY 18 budget.

ALTERNATIVES CONSIDERED

The Board could elect to not approve staff's recommended actions. This alternative is not recommend as the staff recommendation is consistent with the Board's prior decisions and actions and the projects to be funded will be eligible to receive the funds.

NEXT STEPS

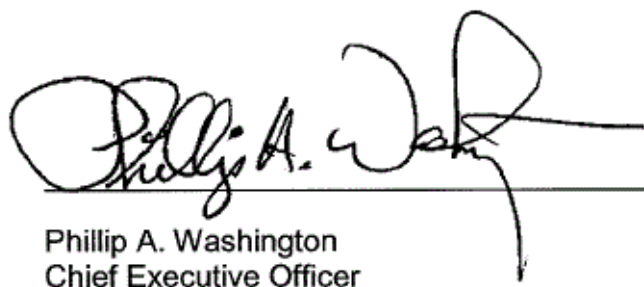
Upon Board approval, staff will initiate the funding agreement process to allow for delivery of the recipient projects.

ATTACHMENTS

Attachment A - I-5_SR-14 Interchange Subregional Reprogramming Projects

Prepared by: Steven Mateer, Manager, Countywide Planning & Development, (213) 922-2504
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Laurie Lombardi, SEO, Countywide Planning & Development, (213) 418-3251

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


Phillip A. Washington
Chief Executive Officer

I-5/SR-14 Interchange Subregional Reprogramming Projects
Proposed Measure R Highway Operational Improvement Projects

(Dollars in Thousands)

Lead Agency	Fund Agr (FA) No.	Project/Location	Current Alloc	Prior Yr Program	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25
Measure R Line 26: I-5/ St. Route 14 Capacity Enhancements												
Lancaster	MR330.06	SR-138 (SR-14) Avenue M Interchange	12,446.2					5,046.2	7,400.00			
		Total Lancaster	12,446.2		-	-	-	5,046.20	7,400.00	-	-	-
LA County		The Old Road - Magic Mountain Parkway to Turnberry Lane	25,000.0					1,000.00	6,000.00	7,000.00	11,000.00	
		Total LA County	25,000.0		-	-	-	1,000.00	6,000.00	7,000.00	11,000.00	-
Palmdale	MR330.09	State Route 138 (SR-14), 10 th Street West Widening / Interchange Project	12,600.0				3,000.0	9,600.0				
		Total Palmdale	12,600.0	-	-	-	3,000.0	9,600.0	-	-	-	-
Total Measure R Line 26: I-5 / St. Route 14 Capacity Enhancements Subregional Repayment			50,046.2	-	-	-	3,000.0	15,646.2	13,400.0	7,000.0	11,000.0	-



Board Report

File #: 2018-0165, **File Type:** Policy

Agenda Number: 8.

FINANCE, BUDGET AND AUDIT COMMITTEE MAY 16, 2018

SUBJECT: FASHION BUSINESS IMPROVEMENT DISTRICT

ACTION: APPROVE RECOMMENDATION

RECOMMENDATION

APPROVE Metro's participation in the Fashion Business Improvement District ("BID" or "District") for a period of eight years beginning January 1, 2019 to December 31, 2026 for an estimated total amount of \$793,400.

ISSUE

Metro is being asked to sign a petition confirming the inclusion of four Metro-owned properties in the BID's defined assessment area (see Attachments A & B). Metro's four parcels are: three which comprise the Division 2 Bus Facility; and one which has an independently-owned parking garage with a bus layover for Metro's use on the first floor (see Attachment D for additional detail). Participation in the Fashion BID will provide special benefits to these four Metro properties. Metro has participated in the Fashion BID since its inception in January 1996 through 2018.

DISCUSSION

The goals of the District are to:

- improve the safety of each individual parcel within the District;
- increase building occupancy and lease rates;
- encourage new business development;
- increase mass-transit ridership thereby attracting more customers to businesses; and
- attract ancillary businesses and services for parcels within the District.

Establishment of the BID is a two-step process that includes (1) submission of favorable petitions from property owners representing more than 50% of total assessments to be paid; and (2) return of mail ballots evidencing a majority of ballots cast in favor of the assessment. Ballots are weighted by each property owner's assessment as proportionate to the total proposed District assessment amount.

Metro has supported the formation of BIDs when the service or improvements provide a direct benefit to Metro properties, employees, and customers. Under Proposition 218, the assessing agency that

proposes an assessment identifies all parcels that will receive a special benefit. The special benefit for each parcel is determined by: (1) the relationship of the capital cost of a public improvement; (2) the maintenance and operation of a public improvement; or (3) the cost of the property-related services being provided. No assessment can be imposed on any parcel that exceeds the reasonable cost of the proportional special benefit on that parcel. All publicly-owned parcels are required to pay their proportional share of costs based on the special benefits conferred to those individual parcels. Only special benefits are assessable. The BID considers the special benefit to government-assessed parcels to be an increase in District customers, an increased likelihood of attracting and retaining employees that follows from having a cleaner and safer area, increased use of the public facilities, and increased attraction to the neighborhood. Proposition 218 provides that parcels within a district that are owned or used by any agency "...shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that the property will receive no benefit".

The Metro Board adopted the Guidelines on Metro Participation in Proposed Assessment Districts ("Guidelines", see Attachment E) in June 1998. The Guidelines require staff to analyze each assessment district based on whether it provides a benefit to Metro properties, facilities, Metro employees, and/or Metro's passengers, or reduce costs for the agency. Staff is to provide the Board with an analysis, on a case-by-case basis, that determines whether Metro property benefits from the proposed services or improvements; and whether the benefit to the property exceeds the cost of the assessment. An evaluation of the Fashion BID's benefits to Metro is attached (see Attachment C).

Description of BID

The Fashion District BID will have an eight (8) year life beginning January 1, 2019 and ending December 31, 2026. The BID Steering Committee collectively determines the programs and priorities for improvements within BID's boundaries and are administered by professional management.

Safe Team Program

The Safety Program will provide safety services for the individual parcels located within the District in the form of patrolling bicycle personnel, walking patrols and night vehicle patrols. The purpose of the Safe Team Program is to prevent, deter, and report illegal activities taking place on the streets, sidewalks, storefronts, parking lots and public alleys. The presence of the Safe Team Program is intended to deter such illegal activities as vandalism, graffiti, narcotic use or sales, public urination, trespassing, drinking in public, prostitution, illegal panhandling, unpermitted vending, and illegal dumping. The Program will supplement, not replace, other ongoing police, security and patrol efforts within the District. The Safe Team Program will only provide its services within the District boundaries. The special benefit to parcels from these services is increased commercial activity which directly relates to increases in lease rates and customer usage. A District that is perceived as unsafe deters pedestrian and commercial activity.

Clean Team Program

To consistently deal with matters of cleanliness, a Clean Program will be provided as it has for the last twenty-one years. Uniformed, radio-equipped personnel sweep litter, debris and refuse from sidewalks and gutters for the assessed parcels in the District. Paper signs and handbills that are taped or glued on property, utility boxes, poles, and telephones are removed. District personnel pressure wash sidewalks. Collector truck personnel collect trash from sidewalk trash receptacles.

Graffiti removal is affected by painting, using solvent and pressure washing. The District maintains a zero-tolerance graffiti policy. An effort is made to remove all graffiti within 24 hours on weekdays. Clean sidewalks support an increase in commerce and provide a special benefit to each individually-assessed parcel in the district. The Clean Team will only provide service to properties within the BID's boundaries.

Communication

To communicate the changes that are taking place in the BID and to enhance the positive perception of the BID's parcels, a professionally developed marketing and communication program has been created to improve the positive perception of the BID.

Management

The improvements and activities are managed by a professional staff that requires centralized administrative support. Management oversees the District's services delivered seven days a week. Management actively works on behalf of the District parcels to ensure that city and county services and policies support the District. Included in this item are professional services, insurance, annual financial audit, and related city fees to collect and process assessments, as well as a reserve for uncollectible assessments.

DETERMINATION OF SAFETY IMPACT

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

FINANCIAL IMPACT

The BID's proposed assessment for Calendar Year 2019 is \$83,086.27. The assessments will be subject to annual increases not to exceed 5% per year (see Attachment D for full schedule). Assuming a 5% increase per year, the total cost to Metro over the eight-year term of the BID is projected to be \$793,400.

Impact to Budget

Funding to participate in this BID is included in the FY19 budget request for Cost Center 0651 (Non-Departmental Real Estate) under Project 306006 (Systemwide Bus Operations), Account No. 50799 (Taxes). Funding source is ordinary operating funds including fares and sales tax revenues. These funds are eligible for bus and rail operations.

ALTERNATIVES CONSIDERED

Metro could refrain from signing the petition and casting a ballot. This alternative is not recommended. Based on the evaluation of the benefits to Metro, participation in the BID is recommended.

NEXT STEPS

Execute petition and participate in the BID.

ATTACHMENTS

Attachment A - Fashion BID Boundaries

Attachment B - Map of District


Attachment C - Evaluation of Fashion District Bid Benefit to Metro

Attachment D - Metro Owned Parcels in BID and Eight-Year Costs

Attachment E - BID Guidelines

Prepared by: Nick Szamet, Senior Administrative Analyst, Countywide Planning & Development,
(213) 922-2441
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Reviewed by: Therese W. McMillan, Chief Planning Officer, (213) 922-7077



Phillip A. Washington
Chief Executive Officer

FASHION DISTRICT BID BENEFIT ZONE BOUNDARIES

The Fashion District Business Improvement District includes all property within a boundary formed by:

Starting at the northwest corner of the parcel on the southwest corner of Spring Street and 7th Street go east along 7th Street including parcels on the south side of 7th Street to Main Street. Turn north on Main Street until the north parcel line of the parcel 5148--021--012 on the northeast corner of Main Street and 7th Street. Follow the north parcel line of the parcel 5148--021--012 on the northeast corner of Main Street and 7th Street until it intersects with the west parcel line of property facing on the west side of Los Angeles Street. Turn north along the west parcel line of parcels facing on the west side of Los Angeles Street to 6th Street. At 6th Street, turn east along 6th Street including parcels on the south side of 6th Street until Wall Street. Turn south on Wall Street until intersecting with the north parcel line of the parcels facing on the north side of 7th Street. Turn east following the north parcel line of parcels facing on the north side of 7th Street until San Pedro Street. At San Pedro Street turn south along San Pedro Street including parcels on the west side of San Pedro Street to 8th Street. Turn east on 8th Street to the east parcel line of parcels facing on the east side of San Pedro Street. Turn south along the east parcel line of parcels facing on the east side of San Pedro Street to Olympic Boulevard, continue east on Olympic Boulevard including parcels on the south side of Olympic Boulevard to the southeast parcel at the intersection of Olympic Boulevard and Stanford Avenue. Continue south along the east parcel line of parcels facing on the east side of Stanford Avenue to the north parcel line of parcels facing on the north side of 12th Street. Turn east across Stanford Avenue and continue east along the north parcel line to parcel 5132--014--016, then turn south along the east parcel line of parcel 5132--014--016 following the east parcel line of parcels facing on the east side of Paloma Street until 14th Street. Turn east along 14th Street including parcels on the south side of 14th Street to Essex Street. At Essex Street, turn south including only parcels on the west side of Essex Street to 16th Street. At 16th Street, turn west to Griffith Ave including parcels on the north side of 16th Street.

At Griffith Avenue, turn south to 18th Street including parcels on west side of Griffith Avenue. At 18th Street, turn west to San Pedro Street including parcels on the north side of 18th street. At San Pedro Street continue west along the south parcel line of parcels facing on the south side of the 10 Freeway, including parcels 5127--002--017 and 5127--002--004 to Maple Avenue. At Maple Avenue turn north to the intersection with 18th Street, continue west along 18th Street until the intersection of Broadway and 18th Street. Turn north along Broadway to 17th Street. Turn east along 17th Street to the west parcel line of parcels facing on the west side of Main Street. Turn north along the west parcel line of parcels facing on the west side of Main Street, excluding parcel 5139--026--011, until 11th Street. At 11th Street turn west to the alley

behind parcels facing on the west side of Broadway and then continue north following the west parcel line of parcels facing on the west side of Broadway to 9th Street. At 9th Street turn east, including the parcel on the south side of 9th Street, and then continue north on Broadway, including the parcels on the eastside of Broadway to the north parcel line of parcel 5144--016--066 follow the north parcel line of parcel 5144--016--066 to the west parcel line of parcels facing on the west side of Spring Street, turn north following the west parcel line of parcels facing on the west side of Spring Street until reaching the starting point at the southwest corner of Spring Street and 7th Street.

Santee Alley Overlay

The Overlay includes all parcels having front footage on Santee Alley between Olympic Boulevard to the north and 12th Street to the south.

District Expansion

The Fashion District Business Improvement District boundaries have expanded to the east and south to include all parcels east of the current boundary between Olympic Boulevard to the north, the 10 Freeway to the south, and Paloma Street on the east. The area is detailed on the map on page 12. Parcels within this area have similar uses to Fashion District Business Improvement District parcels such as fashion retail, fashion wholesale and manufacturing.

District Boundary Rationale

The property uses within the general boundaries of the Fashion District Business Improvement District are a mix of retail fashion, fashion wholesale, manufacturing, education, religious, parking, office, hotel, residential and publicly-owned parcels. Services and improvements provided by the District are designed to provide special benefits to parcels that contain retail fashion, fashion wholesale, manufacturing, education, religious, parking, office, hotel, residential and publicly- owned uses. Services and improvements provided by the District are designed to provide special benefits in the form of improving the economic vitality within the District by increasing building occupancy and lease rates, encouraging new business development, attracting residential/hotel serving businesses and services, attracting office and retail tenants, attracting retail and wholesale customers, attracting new residents and students, increasing attendance and encouraging commerce that provide a special benefit to retail fashion, fashion wholesale, manufacturing, education, religious, parking, office, hotel, residential, and publicly-owned parcels. All of the services provided such as the safety work provided by the Safe Team and the cleaning work provided by the Clean Team are services that are over and above the City's baseline of services and are not provided by the City. These services are not provided outside of the District because of the unique nature of these services focusing on the particular needs of each individually assessed property within the District. These services provide

particular and distinct benefits to each of the individually assessed parcels within the District.

Northern Boundary: The northern boundary of the Fashion District Business Improvement District abuts the boundary of the Historic Downtown Business Improvement District and the Downtown Industrial Business Improvement District. These districts provide improvements and activities similar to the services provided by the Fashion District Business Improvement District. The only part of the northern boundary that does not abut another BID is a two-block section from Wall Street to San Pedro. None of the properties north of this two-block section of boundary are Fashion-related. The properties in this two block section predominately provide services to Los Angeles's homeless population and are not going to receive special benefit from the services and improvements provided by the District which are designed to provide special benefits to the individually assessed primarily retail, wholesale, manufacturing, education, religious, parking, office, hotel, residential and publicly owned properties in the form of improving the economic vitality by increasing building occupancy and lease rates, encouraging new business development, attracting residential/hotel serving businesses and services, attracting office tenants, attracting retail and wholesale customers, attracting new residents and encouraging commerce. In order to ensure that parcels outside of the District will not specially benefit from the improvements and services funded with the assessment, improvements, and services will only be provided within the boundaries of the District.

Eastern Boundary: The eastern boundary of the Fashion District Business Improvement District abuts in part the western boundary of the Downtown Industrial District which provides improvements and activities similar to those proposed to be provided by the Fashion District Business Improvement District. The remainder of the eastern boundary, including the expansion area, was chosen based upon the high concentration of Fashion use, both wholesale and retail. Properties within the District boundary provide primarily Fashion uses. Properties east of the District boundary are primarily non-fashion wholesale and light manufacturing parcels that focus on automobile products and electronic products. Properties within the District require services that are designed to provide special benefit to the high concentration of fashion uses. The clean, safe and communication/promotion services that the District will provide to parcels within the District boundaries are designed to specifically meet the needs of primarily fashion-oriented parcels in the form of improving the economic vitality in the District by increasing building occupancy and lease rates, encouraging new business development, attracting residential serving businesses and services, attracting new residents and encouraging commerce and will not provide special benefits to the primarily non fashion use properties outside of the boundaries. In order to ensure that parcels outside of the District will not specially benefit from the improvements and services funded with the assessment, improvements and

services will only be provided within the boundaries of the District., Specifically, safety patrols, maintenance personnel, and similar service providers employed in connection with the District will only patrol and provide services on the streets and sidewalks within the District, and will not provide services outside of District boundaries.

Southern Boundary: The southern boundary of the Fashion District Business Improvement District is approximately the same as it has been for the past four terms and was established by the 10 Freeway and the freeway on and off ramps. Expansion Parcels are also bounded by the 10 Freeway to the south. The District includes some parcels south of the 10 Freeway in order to provide service to the freeway entry and exit points of the District. There are only a few scattered fashion related uses south of this boundary. The primary uses are non-fashion warehouses, non- fashion neighborhood serving retail and fast food services. They will not receive special benefits from the clean, safe and communication services provided by the district. Services and improvements provided by the District are designed to provide special benefits to the individually assessed primarily fashion retail, fashion wholesale, fashion manufacturing, education, religious, parking, office, hotel, residential and publicly owned properties in the form of improving the economic vitality within the District by increasing building occupancy and lease rates, encouraging new business development, attracting residential/hotel serving businesses and services, attracting office tenants, attracting retail and wholesale customers, attracting new residents and encouraging commerce. In order to ensure that parcels outside of the District will not specially benefit from the unique improvements and services funded with the assessment, improvements, and services will only be provided within the boundaries of the District. Specifically, safety patrols, maintenance personnel, and similar service providers employed in connection with the District will only patrol and provide services on the streets and sidewalks within the District, and will not provide services outside of District boundaries.

Western Boundary: The western boundary of the Fashion District Business Improvement District abuts the South Park Business Improvement District and the Historic Downtown Business Improvement District. These districts provide improvements and activities similar to the services provided by the Fashion District Business Improvement District. In order to ensure that parcels outside of the District will not specially benefit from the improvements and services funded with the assessment, improvements, and services will only be provided within the boundaries of the District. Specifically, safety patrols, maintenance personnel, and similar service providers employed in connection with the District will only patrol and provide services on the streets and sidewalks of individual assessed parcels within the District, and will not provide services outside of District boundaries.



EVALUATION OF FASHION BUSINESS IMPROVEMENT DISTRICT BENEFITS TO METRO

Evaluation of Benefits to Metro

The proposed BID includes four (4) parcels owned by Metro. Three of the parcels are improved and comprise the Division 2 Bus Facility located at 720 E 15th St., Los Angeles. Additionally, Metro owns a parcel for which a private parking garage is operated; this site houses a layover for Metro buses on the first floor and is located at 636 Maple Ave., Los Angeles.

The total proposed District-budgeted assessment for the 2019 year of operation is \$4,971,622.31. Assessments will be subject to annual increases not to exceed 5% each year. Revenue for the eight-year term of the BID is expected to total approximately \$47,474,562.73. The budget will cover improvements, activities and services which include (1) enhanced safety programs such as bicycle patrol, night vehicle patrol and foot patrol in the area; and (2) enhanced clean programs such as sidewalk sweeping, sidewalk pressure washing graffiti and handbill removal, trash removal, landscape programs and tree trimming. The proposed Fashion District BID assessment to Metro over the eight-year period is estimated to be \$793,399.84 which is approximately 1.5% of the total BID revenue.

Analysis of Benefit to Metro

The Guidelines on Metro Participation in Proposed Assessment Districts ("Guidelines") established general guidelines for determining benefits to Metro properties as outlined below. A list of Metro properties included in the proposed BID is attached, with an indication of the assessment to each parcel (Attachment D). The guidelines require an analysis of each new assessment district service and/or improvement based on whether it improves Metro property or facilities, benefits Metro employees, benefits the Metro riding public or reduce costs for the Metro.

Following is the analysis of benefits to Metro from the Fashion District Business Improvement District based on the Guidelines.

TIER 1 – NO BENEFIT

- Subsurface easements
- Aerial easements
- Right of Way

TIER 2 – MINOR OR NO POTENTIAL BENEFIT

- Vacant Land
- Parking Lots
- Bus Layover — 639 Wall St. is a bus layover facility.

TIER 3 – MINOR OR SOME POTENTIAL BENEFIT

- Bus Division — Division 2
- Bus Terminals
- Customer Service Centers
- USG Headquarters Building
- Maintenance Facilities
- Rail Division
- Rail Terminus
- Stations –Miscellaneous Buildings

TIER 4 – ACTUAL BENEFIT

Joint Development Projects

Metro Benefits – The Metro Property fronting on a public street benefits from the Fashion District BID services. The services provided are categorized as Safe and Clean Programs.

The Clean Team Program provides the following special services to Metro parcels:

- Maintenance services 6 days/week from 7:30am-2pm
- Increased frequency of maintenance services
- Service/empty/dispose of trash bags at receptacles
- Sidewalk sweeper personnel sweep up trash/debris from sidewalks, gutters, tree wells, and fence lines
- Monthly pressure washing of sidewalks and street furniture around parcels and sidewalks
- Graffiti and handbill removal from buildings, sidewalks, fencing, light standards, street trees, street furniture, and news racks
- Bulky items picked up, occurs more frequent around vacant land parcels
- Weed removal on sidewalks and tree wells
- Tree trimming

The Safe Team Program provides the following special services to Metro parcels:

- Safety services 7 days/week from 1:30pm-12am
- Increased frequency of safety services, safety foot and bicycle patrol 8 to10 times per day
- Prevent, deter, report, and address District quality of life issues
- Respond to loitering, thefts, transients, illegal vending, graffiti, fights, drug dealing
- Respond and work collaboratively with LAPD and private Metro security to address common issues
- Patrol and monitor vacant parcels for homeless and dumping activity
- Provide hospitality services (directions, etc.) to transit riders

Communication Program:

- Marketing program has made the District an attractive destination which provides benefit to transit ridership.
- Marketing events promote riding Metro to access the Fashion District.
- Website highlights businesses and draws customers to the District, providing a benefit to transit ridership.
- BID Partnership with Metro on destination discount program with District businesses. Metro riders show proof of riding transit and receive discounts at participating District businesses. Program benefits ridership.

METRO-OWNED PARCELS IN BID AND EIGHT-YEAR COSTS

For the Calendar Year 2019, the expected costs per parcel and ownership contribution are outlined in the following table:

Street Address	Parcel Number	Metro Use	2019 Assessment Amount	Apportionment of Metro Ownership
720 E 15th St.	5132-028-902	Division 2	\$ 34,360	0.61%
768 E 15th St.	5132-029-905	Division 2	\$ 39,452	0.70%
1507 Griffith	5132-029-907	Division 2	\$ 3,205	0.06%
636 Maple Ave.	5148-023-902	Bus Layover with Private Parking	\$ 6,069	0.11%
	Total		\$ 83,086	1.48%

The total cost to Metro over the life of the BID term—including 5% year-over-year increases—are estimated to be as follows:

Period	Year	Amount
1	2019	\$ 83,086
2	2020	\$ 87,241
3	2021	\$ 91,603
4	2022	\$ 96,183
5	2023	\$ 100,992
6	2024	\$ 106,041
7	2025	\$ 111,344
8	2026	\$ 116,911
Total		\$ 793,400

**Metro**Los Angeles County
Metropolitan Transportation AuthorityOne Gateway Plaza
Los Angeles, CA 90012-2952213.922.2000 Tel
metro.net

REVISED
FINANCE, BUDGET AND AUDIT COMMITTEE
MAY 14, 2014

**SUBJECT: GUIDELINES ON LACMTA'S PARTICIPATION IN PROPOSED
BENEFIT ASSESSMENT DISTRICTS (BID)**

ACTION: DELEGATION OF AUTHORITY

RECOMMENDATION

Delegate authority to the Chief Executive Officer to determine the Los Angeles County Metropolitan Transportation Authority's ("LACMTA") participation in Benefit Assessment District where the total assessment over the term of the BID does not exceed \$500,000, **and where the action represents a renewal of a BID previously approved by the Board.**

BACKGROUND

The MTA Board adopted Guidelines on LACMTA Participation in Proposed Assessment Districts ("Guidelines") in June 1998 (See Attachment A). The Guidelines require staff to analyze each assessment district and/or improvement based on whether they improve MTA property or facility, benefit MTA employees, benefit Metro's passengers, or reduce costs for the agency. Staff is to provide the Board with an analysis, on a case by case basis, that determines whether MTA property benefits from the proposed services or improvements; and whether the benefit to the property exceeds the cost of the assessment. Based on the guidelines, the Board must determine whether or not to participate in the proposed district.

DISCUSSION

The existing policy specifically requires that staff analyze each new assessment district's services and provide the MTA Board with an analysis, on a case by case basis. Many of the BIDS are at levels that are significantly below the current delegated authority of the Chief Executive Officer of \$500,000. In addition, the analysis of the benefit to LACMTA is routine and warrants the agency's participation. **Staff would prepare the same level of review and analysis of the benefits of participation in the BID and submit to the CEO for review and approval.** In any case where the total assessment **for a BID's renewal** exceeds \$500,000 over the term of the BID, the

analysis will be completed and submitted to the Board for approval. **Any participation in a newly proposed BID will be subject to Board approval.** ~~Staff would still prepare the same level of review and analysis of the benefits of participation in the BID and submit to the CEO for review and approval.~~

DETERMINATION OF SAFETY IMPACT

The Board action will not have an impact on safety standards for Metro. However, generally a BID's safety program will increase safety and crime prevention in the area around LACMTA owned properties.

FINANCIAL IMPACT

LACMTA currently participate in 40 ~~41~~ BIDs and street lighting districts. The annual budget as of FY14 is approximately \$517,000.00. Funding to participate in the established BIDs is included in Cost Center 0651, Account No. 50799 (Taxes). Funds are budgeted for each fiscal year. **Funding for the BIDS are allocated from the revenue generated from the General Fund - Right of Way Lease Revenue.**

ALTERNATIVES CONSIDERED

The Board could not approve this recommendation to delegate authority to the Chief Executive Officer and staff would continue to bring **BID renewals** ~~these requests~~ to the Board for approval. The efficiency and the time involved in agendaizing the request on the Board's agenda is often constrained by the timeline established by the BID to obtain MTA's approval. In those cases, MTA would not **be able to** sign the petition circulated to property owners affected by the BID **for renewals**.

ATTACHMENTS

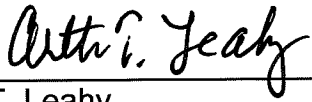
Attachment A Guidelines on MTA Participation in Proposed Assessment District dated June 18, 1998

Prepared by: Velma C. Marshall, Deputy Executive Officer – Real Estate
(213) 922-2415

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Martha Welborne, FAIA
Chief Planning Officer



Arthur T. Leahy
Chief Executive Officer

ATTACHMENT 1



**GENERAL GUIDELINES
for MTA Participation in Proposed Assessment Districts**

1. MTA Participation in Assessment Districts

Assessment districts can provide a wide variety of services and improvements. However, the MTA must decide individually whether or not specific MTA property benefits from such services and improvements. Such determination shall be dependent upon:

- the use of MTA property, and
- the services or improvements provided by the assessment district.

2. Evaluation Criteria

The following criteria shall be used to evaluate whether or not an assessment district services and/or improvements will benefit MTA is the extent that the services or improvements specifically:

- improve MTA property or facilities,
- benefit MTA employees,
- benefit the MTA riding public, or
- reduce costs for the MTA.

3. Determination of Benefit

Each proposed assessment district containing MTA property will be analyzed on a case-by-case basis; however, general guidelines for determining benefit to MTA properties are as outlined in the following:

TIER 1 - NO BENEFIT

- Subsurface easements
- Aerial easements
- Rights of Way

TIER 2 - MINOR OR NO POTENTIAL BENEFIT

- Vacant Land
- Parking Lots

- Bus Layovers

TIER 3 - MINOR OR SOME POTENTIAL BENEFIT

- Bus Divisions
- Bus Terminals
- Customer Service Centers
- USG Headquarters Building
- Maintenance Facilities
- Rail Division
- Rail Terminus
- Stations

TIER 4 - ACTUAL BENEFIT

- Joint Development Projects

also, please refer to the policy document



Board Report

File #: 2018-0166, **File Type:** Resolution

Agenda Number: 13.

PLANNING AND PROGRAMMING COMMITTEE MAY 16, 2018

**SUBJECT: 2019 FEDERAL TRANSPORTATION
IMPROVEMENT PROGRAM (TIP)**

**ACTION: ADOPT THE RESOLUTION FOR THE 2019 LOS ANGELES COUNTY
TRANSPORTATION IMPROVEMENT PROGRAM**

RECOMMENDATION

ADOPT the Resolution for the 2019 Los Angeles County Transportation Improvement Program (TIP) as shown in Attachment A.

ISSUE

As the designated County Transportation Commission for Los Angeles County, Metro is required to submit a resolution to the Southern California Association of Governments (SCAG) certifying that Los Angeles County has the resources to fund and is committed to implement the projects to be included in the 2019 Federal Transportation Improvement Program (FTIP) covering federal fiscal years 2018/19 - 2023/24. Inclusion of projects in the FTIP is required for allocation of federal funds, state and local funds (as applicable), as well as for specific federal actions (including federal environmental clearance). Metro's 2019 TIP submittal includes 1,109 projects across 98 agencies valued at approximately \$19.6 billion.

DISCUSSION

The FTIP is the process by which SCAG's Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) is implemented through a systematic allocation of federal, state, and local funds for use in planning and constructing specific projects. It allows programming funds for the projects included in the RTP/SCS in accordance with federal and state requirements, including scheduling, financing, and the timely implementation of transportation control measures to help reduce air pollution.

SCAG, as the Metropolitan Planning Organization (MPO) for the six-county region that includes Los Angeles County, is required under federal and state law to develop the FTIP - a six-year document that lists projects to be funded with federal, state, and local funds. Projects from each of SCAG's six counties are included in their respective TIP and then submitted to SCAG for inclusion in the FTIP. The FTIP is updated every two years, with SCAG's 2017 FTIP approved by the Federal Highway

Administration (FHWA) and the Federal Transit Administration (FTA) in December 2016. SCAG is scheduled to adopt the 2019 FTIP in September 2018. A FHWA/FTA joint air quality conformity determination, anticipated to be issued in December 2018, is required for the approval of SCAG's 2019 FTIP.

DETERMINATION OF SAFETY IMPACT

Adoption of the resolution will have no direct impact on the safety of Metro customers or employees. However, as the Los Angeles County TIP includes safety enhancement projects, eliminating delay or overall project delivery due to inability to program and receive funding would ensure the timely realization of the projects' anticipated safety benefits.

FINANCIAL IMPACT

Adoption of the resolution will allow Metro to program and secure federal, state, and local funds for projects in Los Angeles County.

Impact to Budget

Adoption of the resolution for the 2019 Los Angeles County TIP has no impact to the FY 2018 Budget.

ALTERNATIVES CONSIDERED

The Board could elect to not adopt the resolution shown in Attachment A. Staff does not recommend this alternative. By not adopting the resolution, the Los Angeles County TIP will not be included in SCAG's 2019 FTIP. Therefore, Metro and other agencies in Los Angeles County will not be able to program and receive federal, state, and local funding allocations for their projects. This will jeopardize the implementation of existing and future projects in Los Angeles County that have funds programmed through federal fiscal year 2023/24. It will also result in the loss of/eligibility for funding allocations due to federal and state lapsing and/or project inactivity policies.

NEXT STEPS

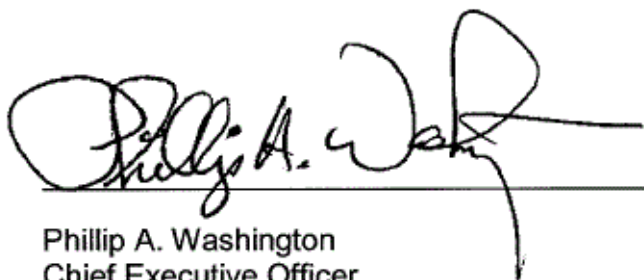
With Board approval of the recommendation, staff will submit the resolution to SCAG.

ATTACHMENTS

Attachment A - Resolution for the 2019 Los Angeles County TIP

Prepared by: Nancy Marroquin, Sr. Manager, Countywide Planning & Development, (213) 922-7237
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Laurie Lombardi, Senior Executive Officer, Countywide Planning & Development, (213) 928-3251

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

A handwritten signature in black ink, appearing to read "Phillip A. Washington", is written over a horizontal line. The signature is stylized with large loops and a long horizontal stroke extending to the right.

Phillip A. Washington
Chief Executive Officer



**RESOLUTION OF THE LOS ANGELES COUNTY METROPOLITAN
TRANSPORTATION AUTHORITY (LACMTA) CERTIFYING THAT LOS
ANGELES COUNTY HAS THE RESOURCES TO FUND THE PROJECTS IN
THE FFY 2018/19 – 2023/24 TRANSPORTATION IMPROVEMENT PROGRAM
AND AFFIRMS ITS COMMITMENT TO IMPLEMENT ALL PROJECTS IN THE
PROGRAM**

WHEREAS, Los Angeles County is located within the metropolitan planning boundaries of the Southern California Association of Governments (SCAG); and

WHEREAS, the Fixing America's Surface Transportation Act (FAST Act) requires SCAG to adopt a regional transportation improvement program for the metropolitan planning area; and

WHEREAS, the FAST Act also requires that the regional transportation improvement program include a financial plan that demonstrates how the transportation improvement program can be implemented; and

WHEREAS, LACMTA is the agency responsible for short-range capital and service planning and programming for the Los Angeles County area within SCAG; and

WHEREAS, as the responsible agency for short-range transportation planning, LACMTA is responsible for the development of the Los Angeles County Transportation Improvement Program (TIP), including all projects utilizing federal and state highway/road and transit funds; and

WHEREAS, LACMTA must determine, on an annual basis, the total amount of funds that could be available for transportation projects within its boundaries; and

WHEREAS, LACMTA has adopted the Federal Fiscal Year (FFY) 2018/19 – 2023/24 Los Angeles County TIP with funding for FFY 2018/19 and 2019/20 available and committed, and reasonably committed for FFY 2020/21 through 2023/24.

NOW, THEREFORE, BE IT RESOLVED by the Los Angeles County Metropolitan Transportation Authority that it affirms its continuing commitment to the projects in the FFY 2018/2019 – 2023/2024 Los Angeles County TIP; and

BE IT FURTHER RESOLVED, that the FFY 2018/19 – 2023/24 Los Angeles County TIP Financial Plan identifies the resources that are available and committed in the first two years and reasonably available to carry out the program in the last four years, and certifies that:

1. Projects in the FY2018/19 – 2023/24 Los Angeles County TIP are consistent with the 2018 State Transportation Improvement Program approved by the California Transportation Commission in March 2018;
2. All of the projects in the Los Angeles County TIP have complete funding identified in the 2018 STIP.
3. Los Angeles County has the funding capacity in its county Surface Transportation Block Grant (STBG) Program and Congestion Mitigation and Air Quality Improvement (CMAQ) Program allocations to fund all of the projects in the FFY 2018/19 – 2023/24 Los Angeles County TIP; and
4. The local match for projects funded with federal STBG and CMAQ program funds is identified in the Los Angeles County TIP; and
5. All the Federal Transit Administration funded projects are programmed within the FAST Act Guaranteed Funding levels.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, ____.

CERTIFICATION

MICHELE JACKSON
LACMTA Board Secretary

DATED:
(SEAL)



Board Report

File #: 2018-0138, File Type: Plan

Agenda Number: 17.

PLANNING AND PROGRAMMING COMMITTEE MAY 16, 2018

**SUBJECT: METRO BIKE SHARE BUSINESS PLAN AND FARE
STRUCTURE**

ACTION: APPROVE RECOMMENDATION

RECOMMENDATION

CONSIDER:

- A. ADOPTING the new Bike Share Business Plan for Metro Bike Share Program (<http://libraryarchives.metro.net/DPGTL/bikeplans/2018-Bikeshare-Business-Plan.pdf>);
- B. APPROVING new Bike Share fare structure as outlined in Attachment A; and
- C. AUTHORIZING the Chief Executive Officer (CEO) to negotiate future non-title sponsorship agreements.

ISSUE

Staff has developed a new business plan for the Metro Bike Share Program that includes a proposal for a new fare structure. The goal of the new business plan is to increase ridership and develop performance benchmarks to determine future operational adjustments and expansion opportunities. The new Bike Share Business Plan also identifies the creation of a branding position, sponsorship assets, planning and performance monitoring metrics, equity outcomes, new technology, new marketing strategies, and cost analysis and reduction.

In collaboration with existing Metro Bike Share partners, staff recommends a fare structure that is based on system performance, customer feedback, and the current program environment. The proposed fare structure includes: more affordable 1-ride, 1-day, 30-day, and annual passes options; a reduced fare pass for eligible individuals; and transfers via the TAP rewards program for all bus/rail trips accepting TAP, pending TAP integration.

Administration of non-title sponsorships was not identified in the original business plan. Board authorization is requested to allow the CEO to negotiate agreements with potential non-title sponsors on various bike share assets.

BACKGROUND

In January 2014, Board Motion 58 authorized the CEO to procure, contract, and administer a countywide bike share program (Attachment B). With this motion, Metro became the first transportation authority to launch a countywide bike share program. At the time, only the cities of Santa Monica and Long Beach had established publicly-owned bike share systems.

In June 2015, the Board adopted the Metro Bike Share Implementation Plan and awarded a contract to purchase equipment and operate the Metro Bike Share system. In November 2015, the Board approved the fare structure and TAP Bike Share Integration Strategy of the Metro Bike Share Program.

Since the inception of the program, Metro Bike Share has provide Los Angeles County residents with an additional environmentally sustainable transit option that has generated over 400,000 trips and has reduced over 1.1 million pounds of CO₂ gas emissions. In 2017, Phase II expansion was implemented in Pasadena, Port of Los Angeles, and Venice. The proposed Phase III expansion which includes Marina Del Rey, Culver City and the following communities in the City of Los Angeles: Palms, Mar Vista, Playa del Rey, Del Rey, Playa Vista, Expo Park/USC/University Park, Korea town, MacArthur Park/Westlake and Echo Park/Silver Lake will be implemented pending Board approval in 2018.

In the meantime, other privately-owned bike share providers have emerged and have become available to cities in the region at no cost. In order to respond to a competitive business operating environment and to further define Metro Bike Share Program as a transportation solution, a new comprehensive business plan is critical.

DISCUSSION

Bike Share Business Plan

The new Business Plan recommends a new fare structure, addresses sponsorships, defines performance metrics, identifies equity outcomes, discusses and establishes a preferred technology approach, outlines a marketing and outreach strategy, and performs a cost analysis.

- ***Performance Metrics***

Establishing planning and performance monitoring metrics will allow the Metro Bike Share Program to implement and operate a sustainable system meeting the program vision. The system will utilize different operating data including, but not limited to, ridership and user types to determine and make proper operational and implementation adjustments on the program. Metro will work with its partners to optimize each service area by continuously evaluating the system.

Planning steps include identifying interested communities; evaluating bike share readiness; performing a technical analysis on bike share suitability, estimated ridership, bike infrastructure, location, and equity; and prioritizing expansion communities.

Performance monitoring after implementation includes regular evaluations roughly every six months at the station and service area levels. Action items vary in level of intervention as the time in service lengthens.

- *Equity Outcomes*

The program will implement previously-identified recommendations to improve equity for Metro Bike Share. These include mechanisms for non-credit card payment, implementing a low-income rate pass, developing marketing materials with additional languages, locating stations in underserved communities, and providing grass-roots educational outreach.

Additional efforts will be made to develop measurable community outreach strategies and implement equity-based planning and performance metrics into the prioritization and monitoring processes.

- *Technology*

Step 3 of TAP integration, as defined in the TAP Bike Share Integration Strategy, will allow users to purchase Metro Bike Share 1-ride and passes through a TAP account, TAP rewards equivalent to intermodal transfers, and multimodal account management with the goal of providing a seamless user experience. Launching Step 3 will provide centralized reporting functions to staff and a platform to integrate with other bike share systems via the TAP account system.

A comprehensive analysis on bike share equipment technology was performed and identified the preferred strategy of maintaining existing smart dock equipment and expanding the system with newly available smart bike equipment for Phase III and future expansions. Smart bike technology consists of Global Positioning System (GPS) and a TAP card integrated checkout system providing flexibility for users to pick up and drop off in different locations. Primary benefits are flexibility for the user, station siting, and the changing environment and lower capital costs.

- *Marketing and Outreach Strategy*

Past marketing tactics have been analyzed for effectiveness. Initial marketing and outreach tactics were focused on implementation and introduction of the program to the public. Proposed new marketing and outreach strategies have been developed to focus on promoting new trials, retaining repeat usage, widening the user base, and raising levels of awareness, education, and consideration of Bike Share for transportation. Various tactics will be deployed to focus on retention and efficient use of resources. The new strategy is designed to strengthen and define Metro's Bike Share Program as a practical transportation solution that operates as part of the county's transit system.

- *Cost Analysis*

Costs are a major component of long-term program sustainability. Smart bike technology has been identified as the preferred expansion strategy in part due to its lower capital costs. Staff will continue to work closely with the Metro Bike Share operator to reduce ongoing operations and maintenance costs.

New Fare Structure Recommendation

Based on user survey input, partner feedback, equity concerns, and the current operating environment, an assessment was performed on the current fare structure.

The recommended new fare structure addresses the needs expressed in the survey, is more user-friendly, and creates a stronger integration to Metro bus and rail. For example, the 1-Ride fare of Metro Bike Share (\$1.75) is the same as the 1-Ride fare with the Metro bus and rail.

To further integrate Metro Bike Share as part of the countywide transportation system, a “transfer” fare program is recommended. The program will be delivered with Step 3 TAP account integration, tentatively in fall 2018. Staff is recommending a single 1-Ride fare of 30 minutes to be considered as the TAP reward equivalent to “transfer” fare. Transit users will be able to redeem TAP rewards at their discretion and to use Metro Bike Share to connect to their final destination without paying for an additional bike share fare. This will allow Metro Bike Share to function as a true First/ Last Mile service to bus and rail, providing seamless user experience.

To ensure accessibility and equitable outcomes as outlined in the business plan, the recommended fare structure will introduce a new reduced fare option available to Low-Income Fare is Easy (LIFE) participants, delivered as part of TAP account discounts. The reduced fare pass is \$5 a month or \$50 a year.

Below is the recommended new fare structure.

Current Fare Structure			
Walk Up \$3.50/30 minutes	One Day Pass \$7/day	Monthly Pass \$20/month	Flex Pass \$40/year
All trips 30 minutes or less are \$3.50	All trips 30 minutes or less are free	All trips 30 minutes or less are free	All trips 30 minutes or less are \$1.75
\$3.50 per 30 minutes thereafter	\$1.75 per 30 minutes thereafter Limited Time Offer	\$1.75 per 30 minutes thereafter	\$1.75 per 30 minutes thereafter

Recommended Fare Structure			
1-Ride \$1.75/30 minutes	1 - Day Pass \$5/day	30-Day Pass \$17/month	Annual Pass \$150/year
All trips 30 minutes or less are \$1.75	All trips 30 minutes or less are free	All trips 30 minutes or less are free	All trips 30 minutes or less are free
\$1.75 per 30 minutes thereafter	\$1.75 per 30 minutes thereafter	\$1.75 per 30 minutes thereafter	\$1.75 per 30 minutes thereafter

Reduced Fare Pass: \$5/month or \$50/year for eligible seniors, students, disabled/Medicare, and low-income individuals.

Bike Share for Business: 40% off monthly pass.

Bulk Passes: Up to 50% off when you buy single-ride passes in bulk.

Smart bikes

The new smart bike fleet has location tracking technology that offers users the flexibility of not having to return their bikes to a Metro Bike Share station at the end of their trip. In order to maximize efficiency and to lower operations and maintenance costs, the program will continue to promote the return of bikes to a designated area or a Metro Bike Share station.

The smart bike fleet shall be put into service beginning with Phase III and continue to expand to other areas served by Metro Bike Share Program. Staff is recommending relocation fees of \$2.00 for users leaving smart bikes outside a Metro Bike Share station and \$20.00 for users leaving smart bikes outside the designated system area. A “return policy” with incentives will be offered to patrons for returning bikes from outside a Metro Bike Share station to any Metro Bike Share station.

Non-title Sponsorships

Non-title sponsorships are non-naming rights to parts of the Metro Bike Share system. Non-title sponsors may pay for ads on bicycle components, station ad panels, social media, and/or advertising marketed to certain geographic areas. In order to attract more viable sponsors for the Metro Bike Share Program, additional outreach is needed to identify appropriate sponsor match(es) so that each non-title sponsorship opportunity is unique and customized to the needs and goals of the sponsor.

Monetizing Bike Share Data

Some of the privately-owned and operated Bike Share systems appearing across Los Angeles County rely on selling data to third parties as part of their business model. Through the development of Metro Bike Share's privacy policy, staff and county counsel researched and determined that monetizing bike share ridership information and/or any other related data is prohibited per the stipulations in the California Streets and Highways Code Section 31490, (https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=SHC&division=17.&title=&part=&chapter=8.&article=), and therefore, selling personally identifiable data are excluded from the proposed business plan. Staff recommends retaining the Metro Bike Share Privacy Policy which adheres to the California Streets and Highways Code.

DETERMINATION OF SAFETY IMPACT

The Metro Bike Share Business Plan will not have any adverse safety impacts on Metro employees and patrons.

FINANCIAL IMPACT

Adoption and implementation of the new Bike Share Business Plan and fare structure is expected to be revenue neutral. It is anticipated that the new fare structure will increase ridership of Metro Bike Share and transit. Net revenue and cost impacts compared to the existing structure are to be determined.

Impact to Budget

There is no impact to the FY18 budget. If additional funds are required in FY19, we will return to the Board or reallocate funds through the FY19 mid-year budget process.

ALTERNATIVES CONSIDERED

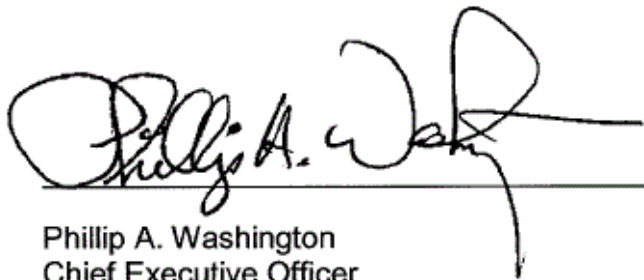
The Board may choose not to adopt the new Bike Share Business Plan, adopt the new fare structure, and/or authorize the CEO to negotiate future non-title sponsorship agreements. This alternative is not recommended, as it does not allow the Bike Share Program to respond to the new operating environment and customer feedback, address equity outcomes, and enhance the program performance, which is not in line with previous Board direction.

NEXT STEPS

Upon adoption, all elements in the business plan for the Metro Bike Share Program will be enacted immediately. The new fare structure will be implemented within 60 days and multi-modal transfers will be activated pending TAP integration. Staff will report back to the Board with updates on implementation of the business plan in spring 2019.

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



Phillip A. Washington
Chief Executive Officer



Planning and Programming Committee
May 16, 2018
Legistar File 2018-0138

Metro Bike Share Business Plan

May 2018

Metro Bike Share is Transportation

Total Trips



407,349

Passes Sold



13,522

Calories Burned



29,858,018

Miles Traveled



1,185,389

Emissions Reduced
Pounds of CO₂



1,126,119

60% of users are making first/last mile connections to transit



SHARE

S.W.O.T Analysis

Strengths

- Thorough Planning Process
- TAP Integration
- High Quality Equipment and Maintenance
- Transportation Option
- Consistent Service Performance
- No Bicycle Litter

Weakness

- Lack of bicycle culture
- Price sensitivity who are new to bike share
- Low Market Share
- Limited and Spread Out network

Opportunities

- Phase III expansion
- Implementation of New Technology- SMART Bike
- TAP Integration and Mobile App

Threats

- Potential growth of dockless
- Lack of Revenue Sources
- Consumer confusion



Metro Bike Share

- Organized
- Maintain High Safety and Service Standard
- Mobility Infrastructure
- Integrate with Transit
- Quality Fleet
- Environmental Study
- Strategic locations



Recommended Fare Structure

Recommended Fare Structure

1-Ride \$1.75/30 minutes	1-Day Pass \$5/day	30-Day Pass \$17/month	Annual Pass \$150/year
All trips 30 minutes or less are \$1.75	All trips 30 minutes or less are free	All trips 30 minutes or less are free	All trips 30 minutes or less are free
\$1.75 per 30 minutes thereafter	\$1.75 per 30 minutes thereafter	\$1.75 per 30 minutes thereafter	\$1.75 per 30 minutes thereafter

Free transfers via TAP Rewards available for all bus/rail trips accepting TAP

More Options

Reduced Fare Pass

\$5/month or \$50/year

Bike Share for Business

40% off monthly pass

Bulk Passes

Up to 50% off when you buy single ride passes in bulk



Non-Title Sponsorships



Ryan Seacrest

@RyanSeacrest

Follow

hey @mayorofla, how about that bike ride? Gotta try out one of those new #MetroBikes downtown [Metro.net/bikeshare](https://metro.net/bikeshare)

RETWEETS
35

LIKES
165



10:35 AM - 7 Jul 2016

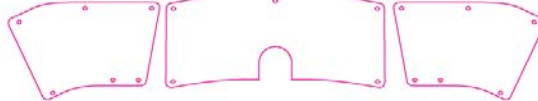
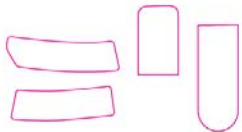
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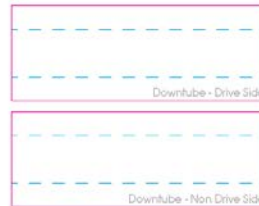
165

Front Shroud

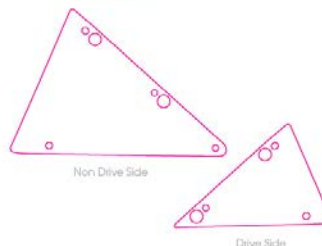
Basket Ad Panel



Frame Mounted Graphics



Down Skirt Guard

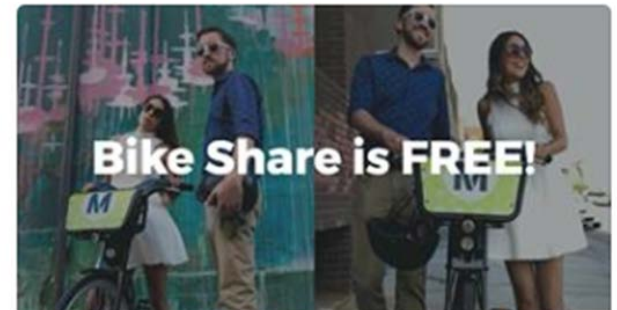


Metro Bike

Sponsored ·



A month of Metro Bike Share for FREE. Sign-up using promo code BIKEMONTH17



Start Riding Today

Offer good from first ride

Sign Up

Technology

Step 3 TAP Integration



Makes possible:

- Multimodal transport accounts
- Transfers across modes
- Senior/ low-income/ student fares across modes

Creates platform for integration with other regional bike share systems.

Smart Bike



- New to fleet in Phase III Expansion
- Flexible for users – dockless option
- TAP access enabled
- Stations provide wayfinding without a smart phone
- Can operate in existing service areas
- Lower capital costs

Performance Metrics

6-8 month
check-in

1

12 month
check-in

2

18 month
check-in

3

24 month
check-in

4

Continual
6 month
check-ins

1

Initial Assessment

- Measure bike share ridership within the jurisdiction
- Identify under-performing stations and review stations for potential improvement

Cursory Intervention

- Measure bike share ridership within the jurisdiction
- If needed, perform cursory interventions to improve ridership
- If needed, identify stations for relocation within jurisdiction

Follow-up Assessment

- Measure bike share ridership within the jurisdiction to assess if interventions or station relocations improved ridership
- If exceeding expectations, evaluate service area and stations for expansion

Detailed Intervention

- Measure bike share ridership within the jurisdiction
- If ridership is still below expectations, evaluate system for termination
- If ridership is exceeding expectations, expand service area and/or stations within the jurisdiction

On-going Assessments

- Continue to measure bike share ridership within the jurisdiction
- Continue to identify under-performing stations and review stations for potential improvement
- Repeat steps 2-4 as needed



Cost Analysis

- Smart bike technology reduces capital costs by approximately 40%
- Step 3 of TAP Integration can create opportunities to reduce O&M costs in administration, reporting, and fees
- Analyzing the effectiveness of marketing efforts to maximize productivity
- Evaluating and adjusting operator service level agreements to meet current needs could result in cost savings

Marketing Campaign

Messaging/Strategies will be focused on:

- Bike Share as a form of transportation
- Target audience and identify market share
- Focus on increase ridership
- Message new fare structure
- Rebranding to appeal to Metro's transit users

Tactics

- Program and Promos
- Events
- Digital & Print Communications
- Social Media



Marketing Campaign

Ride
for
\$1.75





Board Report

File #: 2017-0925, **File Type:** Contract

Agenda Number:

**PLANNING AND PROGRAMMING COMMITTEE
MAY 16, 2018**

SUBJECT: METRO BIKE SHARE PHASE 3 EXPANSION

ACTION: APPROVE RECOMMENDATIONS

RECOMMENDATION

AUTHORIZE the:

A. Chief Executive Officer (CEO) to exercise options and execute Modification No. 7 to Contract No. PS272680011357 with Bicycle Transit Systems, Inc. (BTS) to activate Metro Bike Share Phase III Expansion, in the not-to-exceed (NTE) amount of \$35,477,704 (for capital costs, pre-launch activities, and on-going operations and maintenance), increasing the total contract value from \$54,402,988 to \$89,880,692, to the following areas:

- Culver City
- Marina del Rey
- West Los Angeles
- Downtown Los Angeles Expanded

B. Phase III Expansion Life of Project (LOP) budget of \$10.5M; and

C. CEO to negotiate and execute a Memorandum of Understanding (MOU)/MOU amendment to set the terms of fiscal and administrative responsibility, as described in the Board Report dated January 14, 2015 (accessed at http://media.metro.net/board/items/2015/01_january/20150114p&pitem25.pdf), with the City of Los Angeles, Culver City, and Marina del Rey to expand the Metro Bike Share Program to the following areas:

1. Echo Park/Silver Lake, Koreatown, MacArthur Park/Westlake, and Palms/Mar Vista/Playa del Rey/Playa Vista/Del Rey and the inclusion of the two stations awarded 2016 Affordable Housing and Sustainable Communities (AHSC) grant funding (document found at <http://libraryarchives.metro.net/DPGTL/AHSC/2016-AHSC-Grant-Award-Notice.pdf>)
2. Culver City
3. Marina del Rey

ISSUE

At the June 2015 meeting, the Board awarded a contract to BTS for the provision of equipment, installation, maintenance, and operation of the Metro Bike Share Program. The contract includes phases for expanding bike share to other cities throughout the County, to be exercised upon Board authorization. The Board authorized expansion to Pasadena, the Port of Los Angeles, and Venice at the October 2016 meeting. Board authorization is needed to exercise phases within the contract to expand the downtown Los Angeles service area, West Los Angeles, Culver City, and Marina Del Rey.

The system expansion will add convenience for patrons and will augment ridership for Metro Bike Share and connections to transit. Staff has been coordinating with City of LA, Culver City, and Marina Del Rey in preparation for this next expansion phase.

In October 2016 two projects located in the current Metro Bike Share service area in downtown Los Angeles were awarded AHSC grant funding. These two projects included a Metro Bike Share station in their respective proposals. In order to exercise phases within the BTS contract to purchase, install and operate these stations, Board authorization is necessary. Reimbursement through the AHSC project sponsors will be provided at \$160,000 per station.

DISCUSSION

In January 2014, the Board authorized the CEO to procure, contract, and administer the Metro Bike Share Program through Motion 58. In January 2016, the Metro Bike Share program was initiated and subsequently expanded to Pasadena, Port of LA, and Venice in 2017.

Phase III Expansion

Metro staff has been working closely with staff from City of Los Angeles, Culver City and Marina Del Rey in preparation for Phase III Expansion to these areas.

- *Culver City*

In June 2017, the Culver City Council approved and reserved budget for Metro Bike Share Expansion. Metro Bike Share provides first/last mile connections between origins and destination in this community and the Culver City Expo Station. The City is working on its last items in the 2010 Bicycle & Pedestrian Action Plan and anticipates the implementation of new bicycle network connections near the Culver City Transit Center in summer 2018. A new Bicycle and Pedestrian Action Plan setting future goals and action items designed to support the introduction of bike share is currently under development. In March 2017, Culver City completed a Bike Share Feasibility Study recommending 280 bicycles and approximately 28 stations within the City boundary. Launch is anticipated in fall 2018.

- *Marina Del Rey*

Directly adjacent to Venice, the highest performing Metro Bike Share service area, Marina Del Rey is home to a portion of the heavily used Marvin Braude Bike Trail, connecting this community to Venice and several other beach communities that embrace bicycling. In spring

2017, Marina Del Rey approved and reserved budget for Metro Bike Share Expansion in FY18. As part of the Metro Countywide Feasibility Study, approximately 77 bicycles and 11 stations are recommended for this area. Launch is anticipated in fall 2018.

- *West Los Angeles*

Palms and Mar Vista are a natural extension of Culver City and a bridge to Venice and Marina Del Rey. Bike share suitability is high and moderately-high in these areas. City of Los Angeles has expressed strong interest in expanding Metro Bike Share to these communities and City Council action took place in April 2018. If City of Los Angeles budgeting allows, the expansion will include Playa del Rey, Playa Vista, and/or Del Rey. As part of the Metro Countywide Feasibility Study, approximately 700 bicycles and 79 stations are recommended for this area. Launch is anticipated in fall 2018.

- *Downtown Los Angeles Expansion*

The largest Metro Bike Share service area is downtown Los Angeles with 61 stations and approximately 700 bicycles. Contiguous expansion offers great benefits for users. Expansion is proposed to Echo Park/Silver Lake, Koreatown, and MacArthur Park/Westlake, which have high bike share suitability. City of Los Angeles has expressed strong interest in expanding Metro Bike Share to these communities and City Council action took place in April 2018. As part of the Metro Countywide Feasibility Study, approximately 696 bicycles and 79 stations are recommended for this area. Launch is anticipated in mid-2019. The service area will immediately expand to the Expo Park/University Park/USC by relocating low performing stations from the downtown Los Angeles service area. Additionally, a Greenhouse Gas Reduction Fund (GGRF) has been awarded to fund the capital cost for further expansion in this service area pending California Transportation Commission (CTC) allocation in June 2018.

Affordable Housing and Sustainable Communities Grant

In January 2016, the Board approved the Strategy for the AHSC Program, including authorization for staff to include Metro-specific components. The component menu included Metro Bike Share stations valued at \$160,000 for capital costs and two years of operations and maintenance costs.

The Skid Row Housing Trust and Deep Green Housing applied for AHSC grant funding in March 2016 that included a Metro Bike Share station in the project proposals for Six Four Nine Lofts and 7th and Witmer Apartments, respectively. Both projects are located in the current Metro Bike Share service area in downtown Los Angeles and were awarded AHSC grant funding in October 2016. A Term Sheet was developed describing the roles and responsibilities of the project sponsor, LADOT, and Metro in carrying out the projects.

In order to exercise phases within the BTS contract to purchase, install and operate these stations, Board authorization is necessary. These awards will add 20 bicycles and 2 stations to the downtown Los Angeles system.

Non-Metro Bike Share Programs

Non-Metro Bike Share programs are currently operating in Los Angeles County. While Metro staff will continue to coordinate with cities and partner agencies that host these programs, Metro will not develop regulations on their operations.

DETERMINATION OF SAFETY IMPACT

The Metro Countywide Bike Share expansion will not have any adverse safety impacts on Metro employees and patrons.

FINANCIAL IMPACT

The proposed Modification to Contract No. PS272680011357 with BTS for the Metro Countywide Bike Share Phase III Expansion increases the total contract value from \$54,402,988 to \$89,880,692. Attachment C reflects the Expenditure and Funding Plan for Phase III Expansion. Capital costs are split 50%/50% between Metro and Bike Share Partners; pre-launch activities, operations and maintenance are split 35%/65% between Metro and Bike Share Partners. This funding will be partially restored to the general funds with partner-share reimbursements as indicated above and in the Expenditure and Funding Plan. The revenues projected from user fees and potential sponsorship may reduce Metro's funding responsibility.

This request shall establish Metro Bike Share Phase III LOP by \$10.5M for capital and pre-launch operations and maintenance, under a new project number.

Impact to Budget

Funding for Metro's share will include allocations from user fees, PC 25%, and Measure M 2%, and Bike Share Partner reimbursement which includes 50% for capital costs and 65% for pre launch activities, operations and maintenance.

Capital costs, pre-launch activities, and on-going maintenance and operation funding is included as a placeholder in FY19 budget. Funds will be redistributed to the appropriate newly developed project number upon Board approval.

Since this is a multi-year contract, the cost center manager and Chief Planning Officer will be responsible for budgeting the cost in future years, including any future phases(s) the Board authorizes to be exercised.

ALTERNATIVES CONSIDERED

The Board may choose not to adopt the new Bike Share Business Plan, adopt the revised fare structure, and/or exercise the contract phases. This alternative is not recommended, as it does not allow the Bike Share Program to respond to past performance, customer feedback, and current conditions and is not in line with previous Board direction.

NEXT STEPS

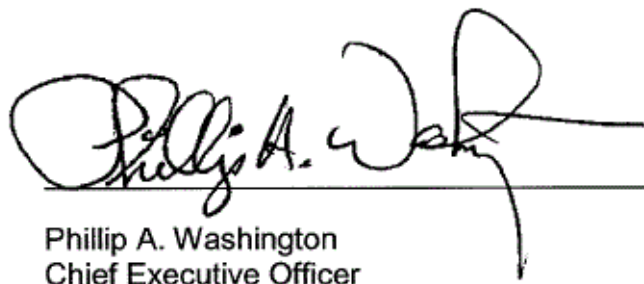
Upon approval by the Board, staff will negotiate and execute Modification No. 7 to Contract No. PS272680011357 with BTS for Phase III Bike Share Expansion and the listed MOUs will be amended / executed with the respective partner agencies.

ATTACHMENTS

Attachment A - Procurement Summary
Attachment B - Contract Modification/Change Order Log
Attachment C - Funding and Expenditure Plan
Attachment D - DEOD Summary

Prepared by: Basilia Yim, Senior Manager, Transportation Planning, Countywide Planning & Development, (213) 922-4063
Dolores Roybal-Saltarelli, Senior Director, Countywide Planning & Development, (213) 922-3024
Frank Ching, DEO, Countywide Planning & Development, (213) 922-3033

Reviewed by: Therese W. McMillan, Chief Planning Officer, (213) 922-7077
Reviewed by: Debra Avila, Chief Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

METRO BIKE SHARE PHASE 3 EXPANSION / PS272680011357

1.	Contract Number: PS272680011357			
2.	Contractor: Bicycle Transit Systems, Inc.			
3.	Mod. Work Description: Expand and activate Phase III and incorporate new technology (smart bike).			
4.	Contract Work Description: Metro Bike Share Program			
5.	The following data is current as of: 5/2/18			
6.	Contract Completion Status		Financial Status	
	Contract Awarded:	7/24/15	Contract Award Amount:	\$11,065,673 Pilot Phase I – DTLA
	Notice to Proceed (NTP):	7/31/15	Total of Modifications Approved:	\$43,337,315
	Original Complete Date:	Phase I 7/31/17 Phases II - V 7/29/22	Pending Modifications (including this action):	\$35,477,704
	Current Est. Complete Date:	7/29/22	Current Contract Value (with this action):	\$89,880,692
7.	Contract Administrator: Lily Lopez		Telephone Number: (213) 922-4639	
8.	Project Manager: Basilia Yim		Telephone Number: (213) 922-4063	

A. Procurement Background

This Board Action is to approve Contract Modification No. 7 issued in support of the Metro Bike Share Program to expand and maintain the current system as follows:

- **Culver City:** Activate the schedule for implementation by installing three smart bike kiosks, 28 smart bike stations, 476 smart bike docks and 280 smart bikes in the amount of \$5,092,657.
- **Marina Del Rey:** Activate the schedule for implementation by installing six smart bike kiosks, 11 smart bike stations, 131 smart bike docks and 77 smart bikes in the amount of \$1,846,616.
- **Venice – modification of existing equipment:** Relocation of existing 2.0 equipment from Venice to DTLA that includes 15 smart bike kiosks, 15 smart bike stations, 204 smart bike docks and 0 smart bikes in the amount of \$482,566.
- **Palms/Mar Vista/Playa del Rey/Playa Vista/Del Rey and Venice:** Activate the schedule for implementation by installing 38 smart bike kiosks (includes 15 for Venice), 79 smart bike stations (includes 15 for Venice), 960 smart bike docks

and 700 smart bikes (165 smart bikes allocated to Venice) in the amount of \$14,912,097.

- **Expo Park/USC/ University Park, Koreatown, MacArthur Park/Westlake, Echo Park/Silver Lake:** Activate the schedule for implementation by installing 26 smart bike kiosks, 81 smart bike stations, 1,217 smart bike docks and 716 smart bikes in the amount of \$13,143,768.

This Contract Modification was processed in accordance with Metro's Acquisition Policy and the contract type is a firm fixed price.

On June 25, 2015, the Board awarded Contract No. PS272680011357 to Bicycle Transit Systems, Inc. for the equipment, installation and operations of the Metro Bike Share Phase I Pilot in the amount of \$11,065,673 for a two-year period. The contract included five phases for expanding the Bike Share program to other cities throughout the county upon Board approval. Phases II to V, as identified in that Board report, were to be brought back to the Board for approval after successful completion and operation of Phase I.

On October 27, 2016 the Board approved Contract Modification No. 4 to activate the schedule for the implementation and operation of the Metro Bike Share expansion in Downtown Los Angeles for an additional five years, and in Venice, Pasadena, and the Port of Los Angeles for six years in the firm fixed amount of \$42,618,583.

Refer to Attachment B – Contract Modification/Change Order Log for modifications issued to date.

B. Cost

The final negotiated amount will comply with all requirements of Metro's Acquisition Policy and Procedure, in conjunction with an in process audit being performed by Metro's Management and Audit Services Department (MASD), a technical analysis, an independent cost estimate, negotiations, and a cost analysis to determine a fair and reasonable price before the Modification is executed.

Proposal Amount	Metro ICE	NTE Amount
\$36,502,952	\$31,415,482	\$35,477,704

CONTRACT MODIFICATION/CHANGE ORDER LOG

METRO BIKE SHARE PHASE 3 EXPANSION / PS272680011357

Mod. No.	Description	Status (approved or pending)	Date	Amount
1	Addition of Sponsorship Broker Agreement	Approved	12/30/15	\$0
2	Additional Support for Phase I – Downtown Los Angeles	Approved	06/06/16	\$108,656
3	Addition of 2 Subcontractors	Approved	07/07/16	\$0
4	Extend Phase I (Downtown Los Angeles Pilot), expand and accelerate Phase II (Pasadena) and Phase III (Venice and Port of Los Angeles)	Approved	11/7/16	\$42,618,583
5	Update Exhibit A-1 Milestone Payment Schedule	Approved	3/22/17	\$0
6	Addition of TAP Integration	Approved	5/31/17	\$610,076
7	Extend and Exercise Phase III Options (Culver City, Marina del Rey, West Los Angeles, Downtown Los Angeles expanded)	Pending		\$35,477,704
	Modification Total:			\$78,815,019
	Original Contract:			\$11,065,673
	Total:			\$89,880,692

ATTACHMENT C

BIKE SHARE FUNDING & EXPENDITURE PLAN

	Year 3 FY18	Year 4 FY19	Year 5 FY20	Year 6 FY21	Year 7 FY22	Grand Total
CULVER CITY						
Capital Costs						
Metro Contribution (50%)	\$ 266,814	\$ 266,814	\$ -	\$ -	\$ -	\$ 533,628
Culver City Contribution (50%)	\$ 266,814	\$ 266,814	\$ -	\$ -	\$ -	\$ 533,628
Total	\$ 533,628	\$ 533,628	\$ -	\$ -	\$ -	\$ 1,067,256
Pre-Launch Operations & Maintenance						
Metro Contribution (35%)	\$ 35,067	\$ 105,200	\$ -	\$ -	\$ -	\$ 140,266
Culver City Contribution (65%)	\$ 65,124	\$ 195,371	\$ -	\$ -	\$ -	\$ 260,494
Total	\$ 100,190	\$ 300,570	\$ -	\$ -	\$ -	\$ 400,760
On-going Operations & Maintenance						
Metro Contribution (35%)		\$ 271,534	\$ 322,588	\$ 332,266	\$ 342,234	\$ 1,268,623
Culver City Contribution (65%)		\$ 504,278	\$ 599,093	\$ 617,065	\$ 635,577	\$ 2,356,013
Total		\$ 775,812	\$ 921,681	\$ 949,331	\$ 977,811	\$ 3,624,636
Grand Total	\$ 633,818	\$ 1,610,010	\$ 921,681	\$ 949,331	\$ 977,811	\$ 5,092,652

	Year 3 FY18	Year 4 FY19	Year 5 FY20	Year 6 FY21	Year 7 FY22	Grand Total
MARINA DEL REY						
Capital Costs						
Metro Contribution (50%)	\$ 97,362	\$ 97,362	\$ -	\$ -	\$ -	\$ 194,724
Marina del Rey Contribution (50%)	\$ 97,362	\$ 97,362	\$ -	\$ -	\$ -	\$ 194,724
Total	\$ 194,724	\$ 194,724	\$ -	\$ -	\$ -	\$ 389,448
Pre-Launch Operations & Maintenance						
Metro Contribution (35%)	\$ 13,139	\$ 39,416	\$ -	\$ -	\$ -	\$ 52,555
Marina del Rey Contribution (65%)	\$ 24,400	\$ 73,201	\$ -	\$ -	\$ -	\$ 97,601
Total	\$ 37,539	\$ 112,617	\$ -	\$ -	\$ -	\$ 150,156
On-going Operations & Maintenance						
Metro Contribution (35%)		\$ 91,019	\$ 118,553	\$ 122,110	\$ 125,773	\$ 457,454
Marina del Rey Contribution (65%)		\$ 169,034	\$ 220,170	\$ 226,775	\$ 233,578	\$ 849,558
Total		\$ 260,053	\$ 338,723	\$ 348,885	\$ 359,351	\$ 1,307,012
Grand Total	\$ 232,263	\$ 567,394	\$ 338,723	\$ 348,885	\$ 359,351	\$ 1,846,616

	Year 3 FY18	Year 4 FY19	Year 5 FY20	Year 6 FY21	Year 7 FY22	Grand Total
DOWNTOWN LOS ANGELES EXPANSION						
Capital Costs						
Metro Contribution (50%)		\$ 761,633	\$ 761,633	\$ -	\$ -	\$ 1,523,266
City of Los Angeles Contribution (50%)		\$ 761,633	\$ 761,633	\$ -	\$ -	\$ 1,523,266
Total		\$ 1,523,266	\$ 1,523,266	\$ -	\$ -	\$ 3,046,532
Pre-Launch Operations & Maintenance						
Metro Contribution (35%)		\$ 99,769	\$ 299,307	\$ -	\$ -	\$ 399,076
City of Los Angeles Contribution (65%)		\$ 185,285	\$ 555,856	\$ -	\$ -	\$ 741,141
Total		\$ 285,054	\$ 855,163	\$ -	\$ -	\$ 1,140,217
On-going Operations & Maintenance						
Metro Contribution (35%)		\$ -	\$ 1,014,254	\$ 1,044,681	\$ 1,076,022	\$ 3,134,957
City of Los Angeles Contribution (65%)		\$ -	\$ 1,883,614	\$ 1,940,123	\$ 1,998,326	\$ 5,822,063
Total		\$ -	\$ 2,897,868	\$ 2,984,804	\$ 3,074,348	\$ 8,957,020
Grand Total	\$ -	\$ 1,808,320	\$ 5,276,297	\$ 2,984,804	\$ 3,074,348	\$ 13,143,769

	Year 3 FY18	Year 4 FY19	Year 5 FY20	Year 6 FY21	Year 7 FY22	Grand Total
WEST LOS ANGELES EXPANSION						
Capital Costs						
Metro Contribution (50%)	\$ 794,607	\$ 794,607	\$ -	\$ -	\$ -	\$ 1,589,214
City of Los Angeles Contribution (50%)	\$ 794,607	\$ 794,607	\$ -	\$ -	\$ -	\$ 1,589,214
Total	\$ 1,589,214	\$ 1,589,214	\$ -	\$ -	\$ -	\$ 3,178,428
Pre-Launch Operations & Maintenance						
Metro Contribution (35%)	\$ 99,067	\$ 297,201	\$ -	\$ -	\$ -	\$ 396,269
City of Los Angeles Contribution (65%)	\$ 183,982	\$ 551,946	\$ -	\$ -	\$ -	\$ 735,927
Total	\$ 283,049	\$ 849,147	\$ -	\$ -	\$ -	\$ 1,132,196
On-going Operations & Maintenance						
Metro Contribution (35%)		\$ 767,298	\$ 1,006,863	\$ 1,037,069	\$ 1,068,181	\$ 3,879,412
City of Los Angeles Contribution (65%)		\$ 1,424,983	\$ 1,869,889	\$ 1,925,985	\$ 1,983,765	\$ 7,204,622
Total		\$ 2,192,281	\$ 2,876,752	\$ 2,963,055	\$ 3,051,946	\$ 11,084,034
Total West Los Angeles Expansion	\$ 1,872,263	\$ 4,630,642	\$ 2,876,752	\$ 2,963,055	\$ 3,051,946	\$ 15,394,658

PHASE 3 EXPANSION TOTALS						
Capital Costs	\$ 2,317,566	\$ 3,840,832	\$ 1,523,266	\$ -	\$ -	\$ 7,681,664
Pre-Launch Operations & Maintenance	\$ 420,778	\$ 1,547,388	\$ 855,163	\$ -	\$ -	\$ 2,823,329
On-going Operations & Maintenance	\$ -	\$ 3,228,146	\$ 7,035,024	\$ 7,246,075	\$ 7,463,457	\$ 24,972,702
Grand Total	\$ 2,738,344	\$ 8,616,366	\$ 9,413,453	\$ 7,246,075	\$ 7,463,457	\$ 35,477,695

DEOD SUMMARY

METRO BIKE SHARE PHASE 3 EXPANSION / PS272680011357

A. Small Business Participation

Bicycle Transit Systems, Inc. (BTS) made a 22.37% DBE commitment. The project is 34% complete. Current DBE participation is 15.73%, representing a shortfall of 6.64%. BTS explained that their shortfall is due to a recent expansion in 2017, which included non-DBE equipment purchases. In September 2016, BTS had a 14.52% DBE shortfall as a result of these equipment purchases.

BTS explained that it is anticipated that DBE participation will increase as staffing requirements are fulfilled this year. According to BTS' forecast, their DBE participation is expected to exceed their current commitment.

Small Business Commitment	22.37% DBE	Small Business Participation	15.73% DBE
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	DBE Subcontractors	Ethnicity	% Committed	Current Participation¹
1.	Accel Employment Services	Asian Pacific American	15.28%	9.59%
2.	BikeHub	Asian Pacific American	5.48%	3.29%
3.	Toole Design Group, LLC	Caucasian Female	0.93%	1.51%
4.	Say Cargo Express	Hispanic American	0.68%	1.33%
5.	Delphin Computer Supply	Caucasian Female	Added	0.01%
Total			22.37%	15.73%

¹Current Participation = Total Actual amount Paid-to-Date to DBE firms ÷ Total Actual Amount Paid-to-date to Prime.

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.

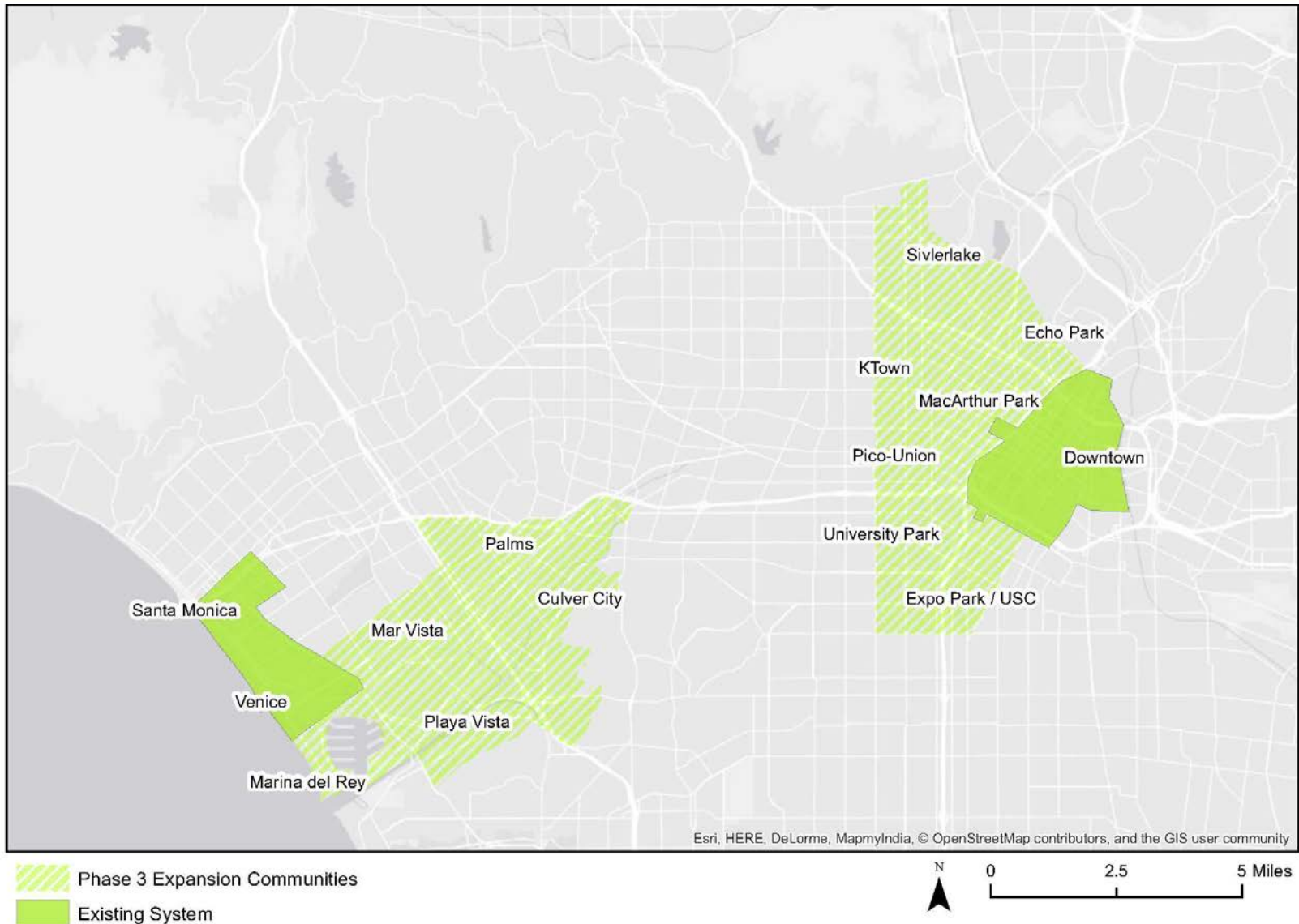
C. Prevailing Wage Applicability

Prevailing Wage requirements are applicable to this project. DEOD will continue to monitor contractors' compliance with the State of California Department of Industrial Relations (DIR), California Labor Code, and, if federally funded, the U S Department of Labor (DOL) Davis Bacon and Related Acts (DBRA).

D. Project Labor Agreement/Construction Careers Policy

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

Anticipated Phase III Expansion Areas





Board Report

File #: 2018-0129, **File Type:** Contract

Agenda Number: 21.

PLANNING AND PROGRAMMING COMMITTEE MAY 16, 2018

**SUBJECT: NORTH HOLLYWOOD TO PASADENA BUS RAPID
TRANSIT (BRT) ENVIRONMENTAL AND PLANNING
STUDY**

**ACTION: AWARD ARCHITECTURAL AND ENGINEERING PROFESSIONAL SERVICES
CONTRACT**

RECOMMENDATION

AUTHORIZE the Chief Executive Officer (CEO) to award and execute a 40-month firm fixed price Contract No. AE49369000 to Kimley-Horn and Associates, Inc., in the amount of \$6,768,898 for a base contract to complete the Planning and Environmental Study for the North Hollywood to Pasadena Bus Rapid Transit (BRT) Corridor and one of two optional tasks to advance the design through either 1) Advanced Conceptual Engineering (ACE) in an amount not to exceed \$2,954,561, or 2) Preliminary Engineering (PE) in an amount not to exceed \$4,860,264, for a total not to exceed amount of \$11,629,162, subject to resolution of protest(s), if any.

ISSUE

The North Hollywood to Pasadena BRT Corridor is identified and funded by Measure M, with a projected opening date of Fiscal Year (FY) 2022 to FY 2024. Currently, \$267 million in Measure M funds are allocated for this project. This project was also highlighted in the Twenty-Eight by '28 initiative adopted by the Board in January 2018. In order to meet the Measure M schedule, a Proposed Project for the corridor needs to be identified and environmentally cleared through an Alternatives Analysis (AA) and environmental review study.

The 28-month base contract is for both the AA and environmental review needed to complete a Draft and Final Environmental Impact Report (EIR) pursuant to the California Environmental Quality Act (CEQA). Two optional tasks are also included for up to an additional 12 months for either ACE to the 15% level of design or PE to the 30% level of design. ACE or PE would begin after a preferred alternative is selected.

Board approval of the Contract is needed in order to proceed with the AA and environmental clearance of the project.

DISCUSSION

Background

The North Hollywood to Pasadena BRT Corridor Study Area (Attachment C) extends approximately 16 miles from the North Hollywood Metro Red/Orange Line Station to the Metro Gold Line in Pasadena. It traverses the communities of North Hollywood and Eagle Rock, in the City of Los Angeles, as well as the cities of Burbank, Glendale, and Pasadena. The study area has a dense residential population with many cultural, entertainment, shopping and employment areas, including Hollywood Burbank Airport, Burbank Media Center, Glendale Galleria, Americana at Brand, downtown Eagle Rock, and Old Pasadena.

Of the 700,000 daily trips entering the study area, the overwhelming mode share is single occupant auto trips. Transit currently accounts for just 2% of corridor trips, despite the presence of Metro Rail connections at both ends of the corridor. The key challenge for the North Hollywood to Pasadena corridor is to design a premium transit service that captures more of the travel market by offering competitive travel times, better transit access and enhanced passenger comfort/convenience. Regional connectivity is also a key element, especially given that this is among the region's largest commuter sheds without a premium transit service.

In February 2017, Metro completed the North Hollywood to Pasadena BRT Corridor Technical Study, which explored the feasibility of implementing BRT, including bus lanes and other key BRT features. Based on extensive feedback received from the corridor cities, staff narrowed down routing options to two promising concepts, a street running concept and freeway running concept. Both concepts are viable and have potential to address the unmet travel needs in the study area. In March 2017, the Board approved the advancement of both concepts into the Alternatives Analysis and environmental phase.

Planned Outreach Efforts

Public and stakeholder engagement throughout the planning and environmental process will provide valuable feedback that will further inform and define the BRT concept for the corridor. A series of meetings, including an initial set of pre-scoping, public scoping, and public hearings, will be conducted as part of the process. Individual briefings with key stakeholders and elected officials will also be on-going. All outreach activities will be managed through a separate contract using the Board approved On-call Communications Bench. The selected planning and environmental firm will work collaboratively with the outreach contractor throughout the study period.

DETERMINATION OF SAFETY IMPACT

Approval of this item will not impact the safety of Metro's customers or employees.

FINANCIAL IMPACT

The FY 2019 proposed budget includes \$1,303,270 in Cost Center 4240 (Connectivity Team 1),

Project 471401 (BRT Connector Red/Orange Line). Since this is a multiyear contract, the Cost Center Manager and Chief Planning Officer will be responsible for budgeting in future years for the balance of the remaining project budget.

Impact to Budget

The funding for this project is Measure M 35% Transit Construction. As these funds are earmarked for the North Hollywood to Pasadena BRT, they are not eligible for Metro bus and rail capital and operating expenditures.

ALTERNATIVES CONSIDERED

The Board could consider completing the Planning and Environmental Study using in-house resources. This option is not recommended as there are insufficient in-house resources to conduct a study of this magnitude placing the Measure M schedule at risk.

NEXT STEPS

Upon Board approval, staff will execute Contract No. AE49369000 with Kimley-Horn and Associates, Inc. and initiate work.

ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Attachment C - North Hollywood to Pasadena BRT Corridor Study Area

Prepared by: Scott Hartwell, Manager, Transportation Planning, (213) 922-2836

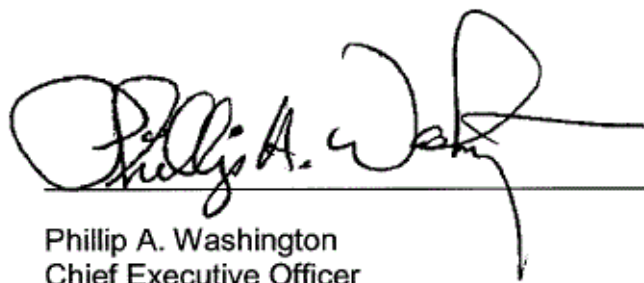
Martha Butler, Sr. Director, (213) 922-7651

David Mieger, Executive Officer, (213) 922-3040

Manjeet Ranu, Senior Executive Officer (213) 418-3157

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

Debra Avila, Chief Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

NORTH HOLLYWOOD TO PASADENA BUS RAPID TRANSIT (BRT)
ENVIRONMENTAL AND PLANNING STUDY/AE49369000

1.	Contract Number: AE49369000	
2.	Recommended Vendor: Kimley-Horn and Associates, Inc.	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input checked="" type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: December 26, 2017	
	B. Advertised/Publicized: December 26, 2017	
	C. Pre-Proposal Conference: January 11, 2018	
	D. Proposals Due: February 21, 2018	
	E. Pre-Qualification Completed: In Process	
	F. Conflict of Interest Form Submitted to Ethics: April 09, 2018	
	G. Protest Period End Date: May 18, 2018	
5.	Solicitations Picked up/Downloaded: 103	Bids/Proposals Received: 5
6.	Contract Administrator: Adrian Luesang	Telephone Number: (213) 418-3333
7.	Project Manager: Scott Hartwell	Telephone Number: (213) 922-2836

A. Procurement Background

This Board Action is to approve Contract No. AE49369000 issued in support of the Alternatives Analysis and Environmental clearance of the North Hollywood to Pasadena Bus Rapid Transit (BRT) Environmental and Planning Study and one of two optional tasks to advance the design through either i) Advanced Conceptual Engineering or ii) Preliminary Engineering. Board approval of contract awards are subject to resolution of any properly submitted protest.

The Request for Proposals (RFP) was issued in accordance with Metro's Acquisition Policy and the contract type is firm fixed price. The RFP was issued with an SBE goal of 20% and a 3% DVBE goal.

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

- Amendment No. 1, issued on December 26, 2017, extended the RFP due date to February 9, 2018;
- Amendment No. 2, issued on January 22, 2018, corrected Evaluation Criteria Article 4, Work Plan/ Project Approach;
- Amendment No. 3, issued on February 8, 2018, extended the RFP due date to February 21, 2018;
- Amendment No. 4, issued on February 9, 2018, clarified the RFP due date.

A pre-proposal conference was held on January 11, 2018 and was attended by 82 participants representing 55 firms. There were 31 questions and responses were released prior to the proposal due date.

A total of 103 firms downloaded the RFP and were included in the planholder's list. A total of five proposals were received on February 21, 2018.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from Metro Countywide Planning department, the City of Glendale and the City of Burbank 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 Qualifications of the Team | 25 percent |
| • Experience and Qualifications of the Proposed Key Personnel | 30 percent |
| • Effectiveness of Management Plan | 15 percent |
| • Work Plan/ Project Approach | 30 percent |

The evaluation criteria are appropriate and consistent with criteria developed for other, similar Architectural and Engineering (A&E) services. Several factors were considered when developing these weights, giving the greatest importance to Experience and Qualifications of the Proposed Key Personnel and Work Plan/ Project Approach.

This is an A&E, qualifications based procurement; therefore, price cannot be used as an evaluation factor pursuant to state and federal law.

All five proposals received were determined to be within the competitive range and are listed below in alphabetical order:

1. AECOM Technical Services, Inc.
2. CH2M HILL, Inc. [Jacobs]
3. Kimley-Horn and Associates, Inc.
4. Parsons Transportation Group, Inc.
5. STV, Incorporated

The PET independently evaluated and scored the technical proposals during the period of February 21, 2018 through March 12, 2018.

The PET interviewed all firms during the week of March 19, 2018. The firms had an opportunity to present their proposed project manager, the team's qualifications and

respond to questions from the PET. 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, and perceived project issues. Each team was also asked about their techniques to communicate project benefits to all stakeholders who may not be familiar with the benefits of BRT in their communities.

The final scoring, after the oral presentations, determined Kimley-Horn and Associates, Inc. to be the highest technically qualified firm.

Qualifications Summary of Recommended Firm:

Kimley-Horn and Associates, Inc. (Kimley-Horn) is a full services planning, environmental, and engineering consulting firm specializing in transit and multimodal development projects. Kimley-Horn's staff includes more than 350 professionals in California and a full-service local Los Angeles office. Kimley-Horn is also one of the few national consultants to have worked on the entire BRT project cycle: planning phases, environmental clearance, civil/facility design, construction, and implementation. As such, Kimley-Horn has planned and designed more than 250 miles of BRT corridor and 50 projects of different sizes and complexities in 13 states. Of the 10 full cycle projects Kimley-Horn completed, five of them are in California.

Kimley-Horn had a thorough and well-organized technical proposal that demonstrated a strong understanding of the project corridor and requirements in the Scope of Services. Kimley-Horn's innovative approach included the use of aerial drone surveys for visual imaging of neighborhoods, detailed descriptions of potential BRT treatments, and a thorough emphasis on BRT station design, BRT operations strategies, and Transit Oriented Communities (TOC).

Following is a summary of the PET evaluation scores:

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	Kimley-Horn and Associates, Inc.				
3	Experience and Qualifications of the Team	82.92	25.00%	20.73	
4	Experience and Qualifications of the Proposed Key Personnel	85.83	30.00%	25.75	
5	Effectiveness of Management Plan	82.80	15.00%	12.42	
6	Work Plan/ Project Approach	83.33	30.00%	25.00	
7	Total		100.00%	83.90	1
8	STV Incorporated				
9	Experience and Qualifications of the Team	82.52	25.00%	20.63	

10	Experience and Qualifications of the Proposed Key Personnel	84.17	30.00%	25.25	
11	Effectiveness of Management Plan	78.89	15.00%	11.83	
12	Work Plan/ Project Approach	77.23	30.00%	23.17	
13	Total		100.00%	80.88	2
14	CH2M HILL, INC. [Jacobs]				
15	Experience and Qualifications of the Team	77.52	25.00%	19.38	
16	Experience and Qualifications of the Proposed Key Personnel	75.00	30.00%	22.50	
17	Effectiveness of Management Plan	81.13	15.00%	12.17	
18	Work Plan/ Project Approach	71.40	30.00%	21.42	
19	Total		100.00%	75.47	3
20	AECOM Technical Services, Inc.				
21	Experience and Qualifications of the Team	77.08	25.00%	19.27	
22	Experience and Qualifications of the Proposed Key Personnel	72.50	30.00%	21.75	
23	Effectiveness of Management Plan	80.53	15.00%	12.08	
24	Work Plan/ Project Approach	73.90	30.00%	22.17	
25	Total		100.00%	75.27	4
26	Parsons Transportation Group, Inc.				
27	Experience and Qualifications of the Team	77.52	25.00%	19.38	
28	Experience and Qualifications of the Proposed Key Personnel	70.83	30.00%	21.25	
29	Effectiveness of Management Plan	74.47	15.00%	11.17	
30	Work Plan/ Project Approach	72.50	30.00%	21.75	
31	Total		100.00%	73.55	5

C. Cost Analysis

The recommended price of \$11,629,162 has been determined to be fair and reasonable based upon cost analysis, an independent audit, technical analysis, fact finding, and negotiations.

Proposer Name	Proposal Amount	Metro ICE	Negotiated Amount
Kimley-Horn and Associates, Inc.	\$17,151,307	\$4,434,805	\$11,629,162

The difference between the ICE and the negotiated amount is due, in part, to a lower level of effort originally projected for (1) planning, engineering and urban design and (2) environmental analysis and documentation. Given that there are a number of initial BRT concepts/alignments that need to be further reduced and/or refined after initial public input, it was determined that a higher level of effort is needed to address project uncertainties to successfully complete the work.

D. Background on Recommended Contractor

The recommended firm, Kimley-Horn and Associates, Inc. (Kimley-Horn), is a national firm with 80 offices across the United States, including an office in Downtown Los Angeles. Kimley-Horn has been in business for 30 years specializing in full-service planning, environmental, and engineering consulting, as well as transit and multimodal development projects. Kimley-Horn has also worked on the BRT project cycle in its entirety: planning phases, environmental clearance, civil/facility design, construction, and implementation.

Kimley-Horn's recent projects include: SANDAG/MTS Southbay BRT in San Diego, CA; Downtown BRT in San Diego, CA; Pulse BRT in Richmond, VA; Gold Line BRT in Twin Cities, MN; LAVTA Route Rapid Bus in Pleasanton, CA; East Bay BRT in East Bay, CA; Blackstone/Ventura Ave. BRT in Fresno, CA; A Line BRT in Twin Cities, MN; Southeast Corridor BRT in Jacksonville, FL; Bellaire BRT Quickline in Houston, TX; HART BRT in Tampa, FL; Downtown Connector BRT in Las Vegas, NV; and East-West BRT Corridor in Milwaukee, WI.

The proposed Project Manager has over 30 years of experience on a variety of rail, planning, and environmental efforts. The proposed Deputy Project Manager has 25 years of experience managing large multi-disciplinary transportation planning, design and environmental projects. The proposed Engineering Lead has extensive BRT experience and currently advises Metro on design solutions for the Willowbrook/Rosa Parks Station along the Blue Line.

Kimley-Horn has partnered with key subconsultants for this project. Terry Hayes Associates (SBE) will provide oversight for the environmental deliverables to meet CEQA requirements. Translink Consulting (SBE) will oversee land use planning in TOCs. CHS Consulting Group (SBE) draws upon experience from successful completion of countywide Metro BRT projects to ensure best practices are being followed. Resources Systems Group will serve in the ridership forecasting leadership capacity, drawing upon significant experience as model enhancement advisors to the FTA and Metro.

DEOD SUMMARY

**NORTH HOLLYWOOD TO PASADENA BUS RAPID TRANSIT (BRT)
ENVIRONMENTAL AND PLANNING STUDY/AE49369000**

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) established a 20% Small Business Enterprise (SBE) and 3% Disabled Veteran Business Enterprise (DVBE) goal for this solicitation. Kimley-Horn exceeded the goal by making a 21.23% SBE and 3.68% DVBE commitment.

SMALL BUSINESS GOAL	20% SBE 3% DVBE	SMALL BUSINESS COMMITMENT	21.23% SBE 3.68% DVBE
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	SBE Subcontractors	% Committed
1.	AFSHA Consulting	0.60%
2.	CHS Consulting	3.04%
3.	Coast Surveying	2.34%
4.	Connetics Transportation	1.14%
5.	GPA Consulting	1.19%
6.	Here Design Studio	0.62%
7.	Impact Sciences	0.74%
8.	Katherine Padilla & Associates	0.31%
9.	Kilograph	0.55%
10.	Land Econ Group	1.03%
11.	Paleo Solutions	0.43%
12.	Parikh Consultants, Inc.	1.29%
13.	Terry A. Hayes Associates	3.34%
14.	TransLink Consulting	1.43%
15.	W2 Design	3.18%
	Total SBE Commitment	21.23%

	DVBE Subcontractors	% Committed
1.	Leland Saylor Associates	3.68%
	Total DVBE Commitment	3.68%

B. Prevailing Wage Applicability

Prevailing Wage requirements are applicable to this project. DEOD will monitor contractors' compliance with the State of California Department of Industrial Relations (DIR), California Labor Code, and, if federally funded, the U S Department of Labor (DOL) Davis Bacon and Related Acts (DBRA). Trades that may be covered

include: surveying, potholing, field, soils and materials testing, building construction inspection, construction management and other support trades.

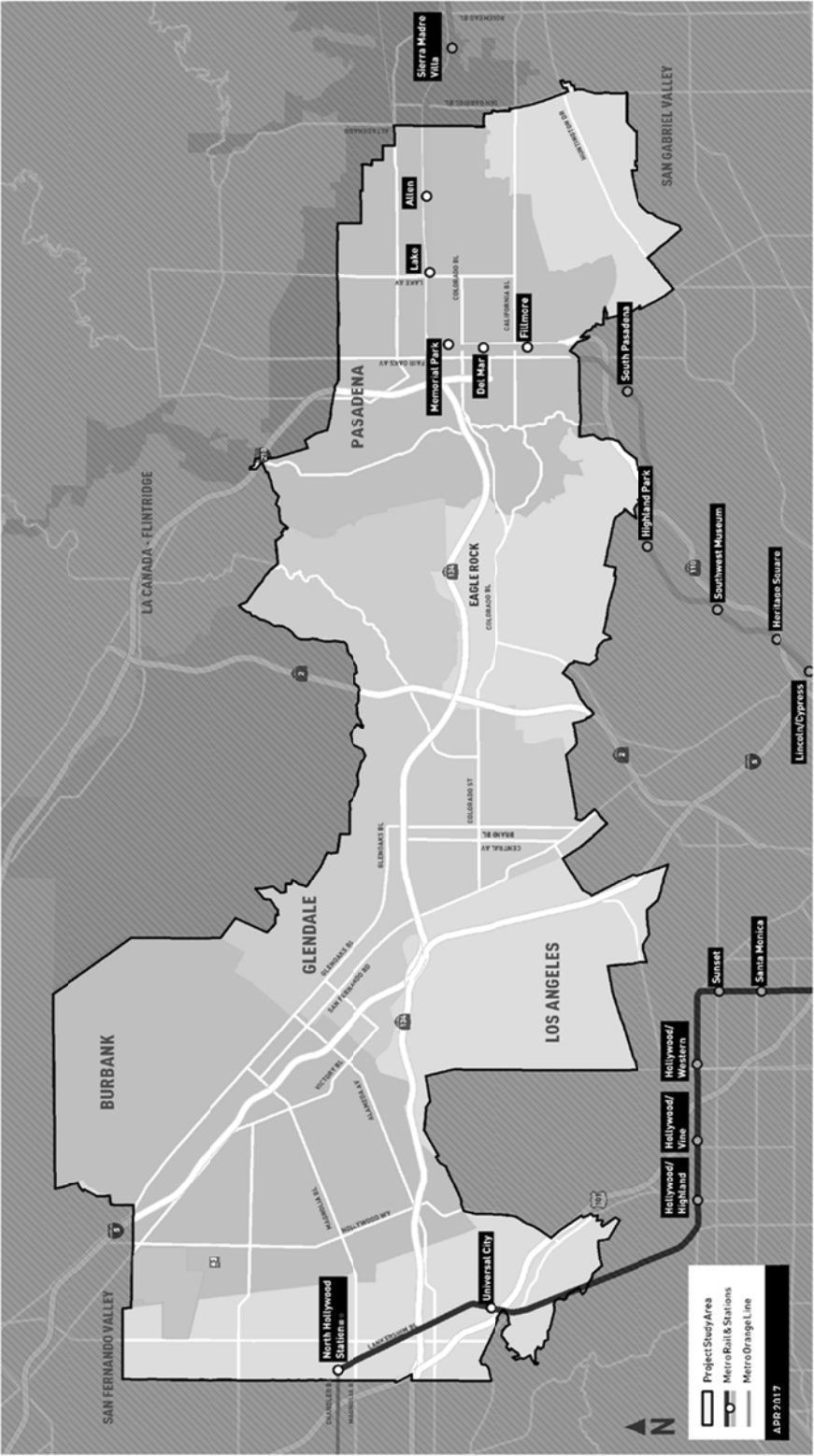
C. Living Wage Service Contract Worker Retention Policy Applicability

The Living Wage Service Contract Worker Retention Policy 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.

North Hollywood to Pasadena BRT Corridor
Study Area



**Board Report**

File #: 2018-0130, **File Type:** Contract**Agenda Number:** 22.

**PLANNING AND PROGRAMMING COMMITTEE
MAY 16, 2018****SUBJECT: NORTH SAN FERNANDO VALLEY BUS RAPID
TRANSIT CORRIDOR PLANNING AND
ENVIRONMENTAL STUDY****ACTION: AWARD ARCHITECTURAL AND ENGINEERING PROFESSIONAL SERVICES
CONTRACT****RECOMMENDATION**

AUTHORIZE the Chief Executive Officer (CEO) to award and execute a 40-month firm fixed price Contract No. AE49337000 to IBI Group in the amount of \$5,582,619 for a base contract to complete the North San Fernando Valley Bus Rapid Transit Corridor Planning and Environmental Study and one of two optional tasks to advance the design through either i) Advanced Conceptual Engineering (ACE) in an amount not to exceed \$928,908, or ii) Preliminary Engineering (PE) in an amount not to exceed \$3,176,895, for a total not-to-exceed amount of \$8,759,514, subject to resolution of protest (s), if any.

ISSUE

The North San Fernando Valley (NSFV) Bus Rapid Transit (BRT) Improvements Project is identified and funded by Measure M with an expected opening date between Fiscal Year (FY) 2023 and FY 2025. Currently, \$180 million in Measure M funds are allocated for the project. The project was also highlighted in the Twenty-Eight by '28 initiative adopted by the Board in January 2018. In order to meet the Measure M schedule, a Proposed Project for the corridor needs to be identified and environmentally cleared through an Alternatives Analysis (AA) and environmental review study.

The Contract is for both the AA and environmental review needed to complete the Draft and Final Environmental Impact Report (EIR) pursuant to the California Environmental Quality Act (CEQA). Two optional tasks are also included for up to an additional 12 months for either ACE to the 15% level of design or PE to the 30% level of design.

Board approval of this professional services contract is needed in order to proceed with the work and meet the Measure M schedule. The Procurement and DEOD Summary for Contract No. AE49337000 are shown in Attachments A and B.

DISCUSSION

Background

In June 2016, the Board approved a motion directing staff to begin environmental planning work for new BRT service in the North San Fernando Valley area within six months of the passage of Measure M. In January 2017, staff began work on the NSFV BRT Environmental Framework Report as the first phase of environmental planning. Three preliminary concepts were identified and will serve as the starting point for initial discussion. Other potential concepts may be identified and studied as part of the AA after having the benefit of stakeholder and public input.

The purpose of the NSFV BRT project is to provide a high-capacity east-west transit service in the North San Fernando Valley, ease traffic, meet the growing demand for transit in the San Fernando Valley, and contribute to the success of the existing and planned countywide transit system by adding connectivity to a large population and significant trip generators, including California State University Northridge (CSUN), Panorama Mall, Northridge Fashion Center, and medical centers.

Project Study Area

The study area extends approximately 19 miles from east to west and is identified in Attachment C. It contains a population of approximately half a million and includes the City of San Fernando along with several City of Los Angeles communities including Chatsworth, Northridge, North Hills, Panorama City, Pacoima, North Hollywood, Sun Valley, and Sylmar. The eastern and western edges of the study area include Metrolink regional rail stations and connections to the Metro Red and Orange Lines.

Planned Outreach Efforts

Public and stakeholder engagement throughout the planning and environmental process will provide valuable feedback that will further inform and define the BRT concept for the corridor. Metro will continue to reach out to communities and individuals who have relationships and insights into community specific needs through a comprehensive public participation program. A series of meetings, including pre-scoping, public scoping, and EIR public hearings, will be conducted throughout the study process.

Individual briefings with key stakeholders, including California State University Northridge (CSUN), and elected officials will also be on-going. Community participation activities will be managed through a separate contract using the Board-approved On-call Communications Bench. The selected planning and environmental firm will work collaboratively with the outreach contractor throughout the study period.

DETERMINATION OF SAFETY IMPACT

Approval of this item will not impact the safety of Metro's customers or employees.

FINANCIAL IMPACT

The FY 2019 proposed budget includes \$1,303,270 in Cost Center 4240 (Connectivity Team 1), Project 471403 (North San Fernando Valley BRT). Since this is a multi-year contract, the Cost Center Manager and Chief Planning Officer will be responsible for budgeting in future years.

Impact to Budget

The funding source for this project is Measure M 35% Transit Construction. As these funds are earmarked for the NSFV BRT Improvements project, they are not eligible for Metro bus and rail capital and operating expenditures.

ALTERNATIVES CONSIDERED

The Board could consider completing the planning and environmental study using in-house resources. This option is not recommended as there are insufficient in-house resources to conduct a study of this magnitude without placing the Measure M schedule at risk.

NEXT STEPS

Upon Board approval, staff will execute Contract No. AE49337000 with IBI Group and initiate work.

ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Attachment C - North San Fernando Valley Transit Corridor Study Area Map

Prepared by: Sarah Syed, Senior Manager, Countywide Planning & Development, (213) 418-3312
Martha Butler, Senior Director, Countywide Planning & Development, (213) 922-7651
David Mieger, EO, Countywide Planning & Development, (213) 922-3040
Manjeet Ranu, SEO, Countywide Planning & Development, (213) 418-3157

Reviewed by: Therese W. McMillan, Chief Planning Officer, (213) 922-7077
Debra Avila, Chief Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

NORTH SAN FERNANDO VALLEY BUS RAPID TRANSIT CORRIDOR PLANNING
AND ENVIRONMENTAL STUDY/AE49337000

1.	Contract Number: AE49337000	
2.	Recommended Vendor: IBI Group	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input checked="" type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: December 21, 2017	
	B. Advertised/Publicized: December 21, 2017	
	C. Pre-Proposal Conference: January 11, 2018	
	D. Proposals Due: February 5, 2018	
	E. Pre-Qualification Completed: In process	
	F. Conflict of Interest Form Submitted to Ethics: February 6, 2018	
	G. Protest Period End Date: May 18, 2018	
5.	Solicitations Picked up/Downloaded: 131	Proposals Received: 3
6.	Contract Administrator: Gina Romo	Telephone Number: (213) 922-7558
7.	Project Manager: Sarah Syed	Telephone Number: (213) 418-3312

A. Procurement Background

This Board Action is to approve Contract No. AE49337000 issued in support of the North San Fernando Valley Bus Rapid Transit (BRT) Corridor Planning and Environmental Study and one of two optional tasks to advance the design through either i) Advanced Conceptual Engineering or ii) Preliminary Engineering. Board approval of contract awards are subject to resolution of any properly submitted protest.

The Request for Proposals (RFP) was issued in accordance with Metro's Acquisition Policy and the contract type is a firm fixed price. The RFP was issued with an SBE goal of 20% and a 3% DVBE goal.

One amendment was issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on December 22, 2017, corrected the period of performance to 40 months instead of 48 months.

A pre-proposal conference was held on January 11, 2018, and was attended by 59 individuals, representing 43 firms. There were 24 questions asked and responses were released prior to the proposal due date.

A total of 131 firms downloaded the RFP and were included in the planholder's list. A total of three proposals were received on February 5, 2018.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from Metro Transportation, Countywide Planning, and Project Engineering, and Los Angeles County Department of Transportation 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 Qualifications of the Team | 25 percent |
| • Experience and Qualifications of the Proposed Key Personnel | 30 percent |
| • Effectiveness of Management Plan | 15 percent |
| • Work Plan/Project Approach | 30 percent |

The evaluation criteria is appropriate and consistent with criteria developed for other, similar Architectural and Engineering (A&E) projects. Several factors were considered when developing these weights, giving the greatest importance to experience and qualifications of the proposed key personnel and the work plan/project approach.

This is an A&E, qualifications based procurement; therefore, price cannot be used as evaluation factor pursuant to state and federal law.

All three proposals received were determined to be within the competitive range and are listed below in alphabetical order:

1. IBI Group (IBI)
2. Iteris, Inc. (Iteris)
3. KOA Corporation (KOA)

The PET independently evaluated and scored the technical proposals during the period of February 6 through February 21, 2018.

The PET interviewed all three firms the week of February 26, 2018. The firms had an opportunity to present their proposed project manager, the team's qualifications and respond to questions from the PET. 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, and perceived project issues. Each team was asked questions relative to the firm's proposed alternatives, staffing plans relative to Measure M mandated timeline, and approach in addressing the diversity of the corridor.

The final scoring, after the oral presentations, determined IBI to be the highest technically qualified firm.

Qualifications Summary of Recommended Firm:

IBI is an international architectural and engineering firm with a local office in downtown Los Angeles. The team that IBI has put together includes environmental specialists, along with quality control, surveying, modeling, and right of way experts. Subcontractor, Oschin Partners, provides key stakeholder engagement and unique liaison opportunities through well established and proven community ties with community groups and local government offices throughout the BRT corridor.

IBI's team provides a diverse mix of recent and relevant experience in national and international BRT projects. IBI understands the overview of the project area and is familiar with the opportunities and constraints of planning, designing and environmentally clearing BRT projects. The proposal showed contextual awareness of transportation and land use and clearly articulated outcomes in a concise and compelling manner.

The organization and responsibility of key project leads is proportional to the professional experience in planning, designing and environmentally clearing BRT projects. The team provides strong support on core elements of the project including transit supportive planning toolkit and first and last mile experience.

Following is a summary of the PET evaluation scores:

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	IBI				
3	Experience and Qualification of the Team	82.00	25.00%	20.50	
4	Experience and Qualification of the Proposed Key Personnel	79.00	30.00%	23.70	
5	Effectiveness of Management Plan	72.00	15.00%	10.80	
6	Work Plan/Project Approach	71.00	30.00%	21.30	
7	Total		100.00%	76.30	1
8	KOA				
9	Experience and Qualification of the Team	77.00	25.00%	19.25	
10	Experience and Qualification of the Proposed Key Personnel	71.00	30.00%	21.30	
11	Effectiveness of Management Plan	67.00	15.00%	10.05	
12	Work Plan/Project Approach	72.00	30.00%	21.60	
13	Total		100.00%	72.20	2

	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
14	Iteris				
15	Experience and Qualification of the Team	76.00	25.00%	19.00	
16	Experience and Qualification of the Proposed Key Personnel	72.00	30.00%	21.60	
17	Effectiveness of Management Plan	64.00	15.00%	9.60	
18	Work Plan/Project Approach	64.00	30.00%	19.20	
19	Total		100.00%	69.40	3

C. Cost Analysis

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

Proposer Name	Proposal Amount	Metro ICE	Negotiated Amount
IBI Group	\$10,079,041	\$4,434,805	\$8,759,514

The proposed level of effort significantly exceeded the level of effort identified in the ICE for all tasks included in the scope of services. Multiple factors led to the discrepancy between the ICE and the recommended price.

The difference between the ICE and the negotiated amount is due, in part, to a lower level of effort originally projected for (1) conceptual engineering and urban design and (2) environmental analysis and documentation. Given that the proposed study area and the initial BRT concepts have not been vetted with the general public, after further scope of work and level of effort clarifications and fact finding discussions, it was determined that a higher level of effort is needed to address project uncertainties to successfully complete the scope of services.

D. Background on Recommended Contractor

The recommended firm, IBI, is an international firm with 25 offices in the U.S., including three in California: Los Angeles, San Diego and San Francisco. IBI has been in business for over 25 years in the field of innovative transportation solutions. Among their recent projects, IBI has either led as prime or in a joint venture on York Viva BRT, San Diego SR15 Mid-city BRT, Escondido BRT, Vancouver 95, 98, and 99 B Lines, Ottawa BRT. Other BRT projects that IBI has participated in recent years include: Alum Rock/Santa Clara BRT, Las Vegas Boulder Highway BRT,

Boston Silver Line, Snohomish County WA Sift Bus BRT, Hartford New Britain CT Busway, Toronto Highway 407 BRT, and Albany NY Route 5 BRT.

IBI's Project Manager has over 29 years transit and transportation experience and the planning lead has over 14 years of experience with alternatives analysis and BRT. The team assembled by IBI consists of 14 subcontractors, who bring specific and relevant expertise to the project. The team includes CH2M Hill, now Jacobs Engineering, (Engineering and Environmental), Eyestone Environmental (Environmental), GPA Consulting (Environmental) RSG (Travel Demand Modeling), Oschin Partners, Inc. (Stakeholder Engagement), GCM Consulting, Inc. (QA/QC), Connetics Transportation Group (Transit Finance), Epic Land Solutions, Inc. (R.O.W.), Wagner Engineering & Surveying, Inc. (Surveying), FPL & Associates, Inc. (Engineering Support), Wiltec (Traffic Counts), BAE Urban Economics (Market Assessment), MA Engineering Consultants (Civil Engineering), Virtek (Environmental). Eleven of the subcontractors are SBEs and one subcontractor is a DVBE.

DEOD SUMMARY

**NORTH SAN FERNANDO VALLEY BUS RAPID TRANSIT CORRIDOR PLANNING
AND ENVIRONMENTAL STUDY/AE49337000**

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) established a 20% Small Business Enterprise (SBE) and 3% Disabled Veteran Business Enterprise (DVBE) goal for this solicitation. IBI Group exceeded the goal by making a 22.19% SBE and 3.65% DVBE commitment.

SMALL BUSINESS GOAL	20% SBE 3% DVBE	SMALL BUSINESS COMMITMENT	22.19% SBE 3.65% DVBE
------------------------------------	----------------------------	--	----------------------------------

	SBE Subcontractors	% Committed
1.	BAE Urban Economics	0.39%
2.	Connetics Transportation Group	1.28%
3.	Epic Land Solutions Inc.	1.14%
4.	Eyestone Environmental	1.72%
5.	FPL and Associates, Inc.	4.23%
6.	GPA Consulting Inc.	4.26%
7.	Oschin Partners	0.72%
8.	Virtek Company	2.35%
9.	Wagner Engineering & Survey, Inc.	4.98%
10.	Wiltec	1.12%
	Total SBE Commitment	22.19%

	DVBE Subcontractors	% Committed
1.	MA Engineering	3.65%
	Total DVBE Commitment	3.65%

B. Prevailing Wage Applicability

Prevailing Wage requirements are applicable to this project. DEOD will monitor contractors' compliance with the State of California Department of Industrial Relations (DIR), California Labor Code, and, if federally funded, the U S Department of Labor (DOL) Davis Bacon and Related Acts (DBRA). Trades that may be covered

include: surveying, potholing, field, soils and materials testing, building construction inspection, construction management and other support trades.

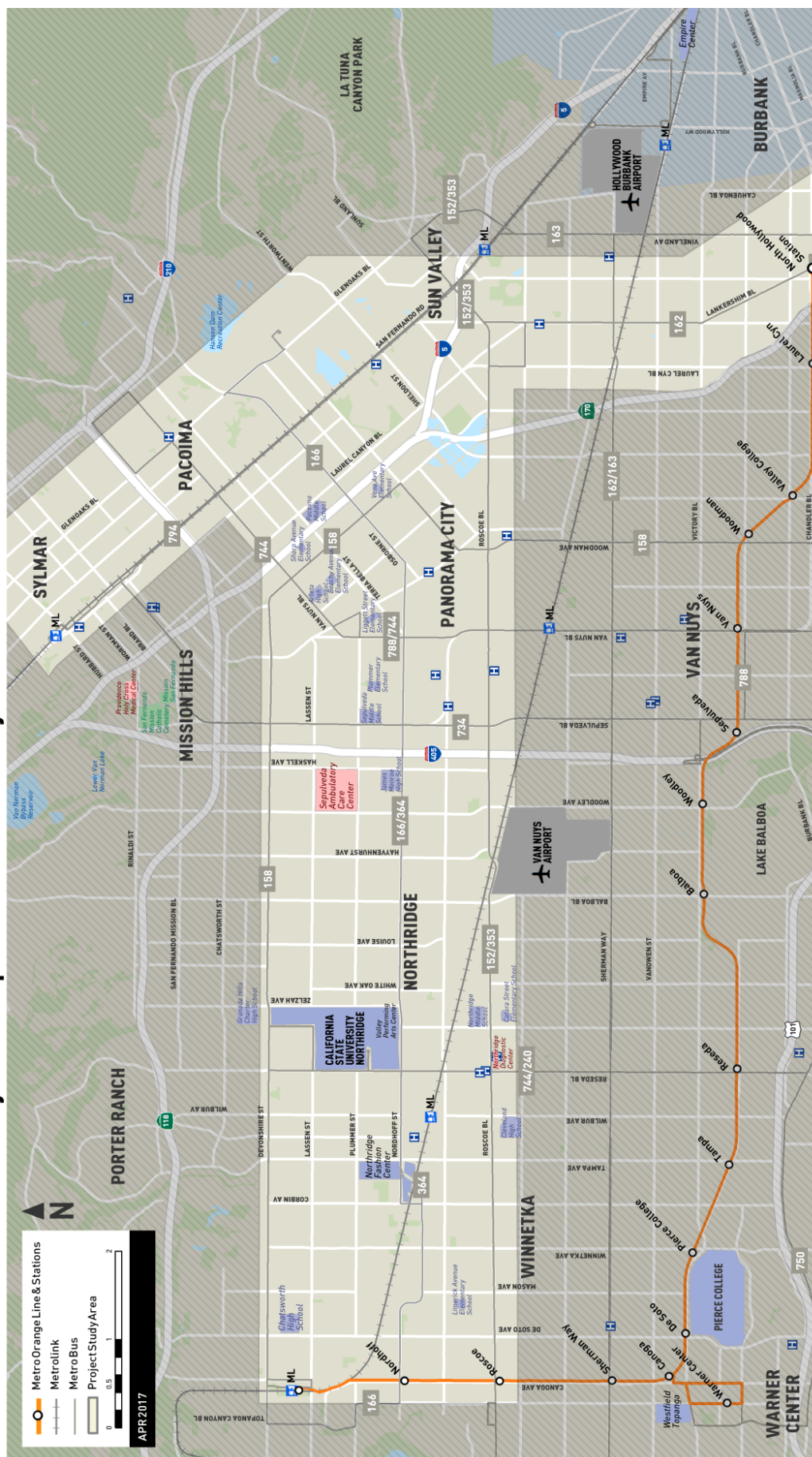
C. Living Wage Service Contract Worker Retention Policy Applicability

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

D. Project Labor Agreement/Construction Careers Policy

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

North San Fernando Valley BRT Improvements - Study Area





Board Report

File #: 2018-0150, **File Type:** Contract

Agenda Number: 23.

**SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE
MAY 17, 2018**

SUBJECT: P2000 AUXILIARY INVERTER ASSEMBLY OVERHAUL

ACTION: APPROVE CONTRACT AWARD

RECOMMENDATION

CONSIDER:

- A. AUTHORIZING the Chief Executive Officer to award a 31 month, indefinite delivery, indefinite quantity Contract No. MA46603 to KB Powertech Corporation, USA for overhaul services of the Siemens P2000 Light Rail Vehicle (LRV) Auxiliary Inverter Assembly for a total not-to-exceed amount of \$999,607, subject to resolution of protest(s), if any; and
- B. AWARDING a sole source procurement, pursuant to Public Utilities Code Section 130237 for component overhaul services of the Siemens P2000 LRV Auxiliary Inverter Assembly Overhaul the Original Equipment Manufacturer (OEM), to KB Powertech Corp.

(REQUIRES TWO-THIRDS VOTE OF THE FULL BOARD)

ISSUE

The P2000 LRV fleet auxiliary inverter assembly is due for overhaul services as recommended by the OEM established guidelines. This procurement is for the sole purpose of purchasing overhaul services for existing equipment already in operational use. Execution of this component overhaul acquisition will safeguard passenger safety while maintaining equipment performance in a continuous State of Good Repair (SGR).

DISCUSSION

The Siemens P2000 LRVs are in its 17th year of operation and consists of a total of seven procurements for the overhaul of the major vehicle systems inclusive of power axle, gearbox, traction motors, couplers, friction brake & air compressor, auxiliary inverter, and the propulsion system (gate driver board) overhaul. The auxiliary inverter overhaul is sixth in succession of the seven component overhaul procurements requiring board approval. This procurement is for the professional services to complete the overhaul of up to 52 auxiliary inverter assemblies for the P2000 fleet as recommended

by the OEM established guidelines. In order to ensure continued safety and performance of the auxiliary inverter assembly, an overhaul of the equipment is required at the vehicle mid-life service interval. The auxiliary inverter is an integral vehicle system necessary for safe operation of the vehicle that inverts the overhead catenary supply voltage of 750 (VDC) to 208/110 (VAC) supplying interior lighting, power to auxiliary motors, and supplies power for the Low Voltage Power Supply charging the 37.5 VDC battery and numerous control systems.

The overhaul consists of disassembly of the entire assembly down to circuit board and component level, a thorough cleaning and inspection of components, load testing of modules, replacement of electrolytic capacitor and lithium batteries, component replacement as needed, replacement of seals and gaskets, and a comprehensive testing of the entire inverter assembly for sustained output voltages.

Rail Fleet Services (RFS) Engineering developed a Statement of Work (SOW) for the contractor to follow while performing the overhaul. The contractor will perform overhaul services in accordance with predefined schedule at two (2) inverters per month.

DETERMINATION OF SAFETY IMPACT

Passenger and employee safety are of the utmost importance to Metro and, therefore, it is imperative to maintain the P2000 fleet to a constant SGR. The auxiliary inverter assembly overhaul is in support of routine maintenance and an established component overhaul program. This effort will ensure that the fleet is maintained in accordance with OEM recommendations, regulatory standards, and within Metro's internal Corporate Safety policies and procedures.

FINANCIAL IMPACT

The approved Life-of-Project (LOP) budget for the P2000 Fleet Component Overhaul Program (number 206006) is \$26,360,100 established in 2012. Funding of \$999,607 for this Contract is included in the FY19 budget in Cost Centers 3941 and 3943, Rail Fleet Services Maintenance, account 50441, Parts - Revenue Service. Since this is a multi-year contract, the Cost Center Manager and Project Manager will ensure that the balance of funds are budgeted in future years.

Impact to Budget

The current source of funds for this action is Prop A Bonds. This will maximize funding leverage given allowable funding provisions.

ALTERNATIVES CONSIDERED

The auxiliary inverter assembly is a safety critical system that inverts the vehicle supply voltage of 750 VDC to 208/110 VAC critical for safe operation of the vehicle and is required to be overhauled per the OEM recommended interval and regulatory requirements. Deferring the auxiliary inverter

assembly overhaul is not recommended as vehicle performance and passenger safety could be adversely affected.

NEXT STEPS

Overhaul of the P2000 LRV auxiliary inverter assembly will continue in accordance with RFS Component Overhaul schedule requirements. Upon board approval staff will execute Contract No. MA46603 to provide overhaul services of the P2000 LRV auxiliary inverter assembly. The project is scheduled to commence July 2018.

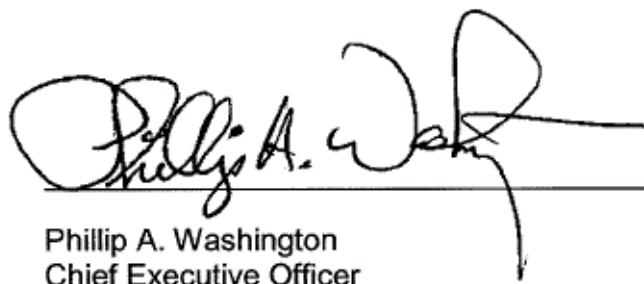
ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Prepared by: Bob Spadafora, Sr. Executive Officer, Rail Fleet Services, (213) 922-3144
Richard M. Lozano, Sr. Director, Rail Fleet Services, (310) 816-6944

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

P2000 AUXILIARY INVERTER ASSEMBLY OVERHAUL/MA46603

1.	Contract Number: MA46603	
2.	Recommended Vendor: KB Powertech Corp. USA	
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: August 31, 2017	
	B. Advertised/Publicized: N/A	
	C. Pre-Proposal Conference: N/A	
	D. Proposals Due: September 29, 2017	
	E. Pre-Qualification Completed: January 25, 2018	
	F. Conflict of Interest Form Submitted to Ethics: October 19, 2017	
	G. Protest Period End Date: April 24, 2018	
5.	Solicitations Picked up/Downloaded: 0	Bids/Proposals Received: 1
6.	Contract Administrator: Lorretta Norris	Telephone Number: (213) 922-2632
7.	Project Manager: Nick Madanat	Telephone Number: (213) 617-6281

A. Procurement Background

This Board Action is to approve Contract No. MA46603 issued in support of Metro's P2000 Light Rail Vehicle (LRV) to procure services required for the overhaul of the auxiliary inverter assemblies on a sole source basis. The existing auxiliary inverter systems for the P2000 were designed and built by the original equipment manufacturer (OEM), KB Powertech Corp. USA, a Division of the Knorr-Bremse Group. It was determined by Metro's engineering, to ensure full operational capability, that the overhaul of Metro's P2000 railcar auxiliary inverter assemblies be overhauled by the OEM, KB Powertech Corp. USA.

The non-competitive Request for Proposal (RFP) was issued to KB Powertech Corp. USA on August 31, 2017, in accordance with Metro's Acquisition Policy and the contract type is a not-to-exceed Indefinite Delivery, Indefinite Quantity (IDIQ).

Two amendments were issued during the solicitation phase of this RFP as follows:

- Amendment No. 1, issued on September 8, 2017, extended the proposal due date from September 8, 2017 to September 15, 2017.
- Amendment No. 2, issued on September 14, 2017, extended the proposal due date from September 15, 2017 to September 29, 2017.

B. Evaluation of Proposal

This is a sole source procurement. This sole source procurement is consistent with Public Utility Code Section 130237, applied for the purpose of duplicating equipment already in existence at Metro. KB Powertech is the OEM and owns the data rights on the auxiliary inverter assembly. Metro's technical staff conducted technical fact-finding meetings which were a part of the comprehensive technical evaluation of the technical proposal. The technical evaluation consisted of reviews of the proposer's proposed management and quality assurance plans, and compliance to the technical specification. The proposal was found to be technically acceptable. Additionally, an evaluation of the proposed management and assigned technical/project resources was conducted and both were deemed acceptable.

The firm recommended for award, KB Powertech Corp. USA, was found to be in compliance with the RFP requirements.

C. Cost Analysis

Sole source acquisitions require a cost analysis to be performed to determine fair and reasonable prices. Due to proposer's unwillingness to provide essential company sensitive cost support data needed to adequately perform a cost analysis, staff performed a price analysis. The price analysis consisted of Metro's engineering and estimating price assessments, and historical price comparisons for similar purchases. Based on staff's price analysis, it was determined that the total proposed price was fair and reasonable.

Proposer Name	Proposal Amount	Metro ICE
KB Powertech Corp. USA	\$999,607	\$1,185,000

D. Background on Recommended Contractor

KB Powertech Corp. USA (KBPC) is located in Mount Olive, New Jersey and was acquired in 2014 by Knorr-Bremse Group, an international group of industrial companies that has been in business for over 30 years. KBPC specializes in designing, manufacturing, and overhauling energy supply systems. KBPC is the OEM of the auxiliary inverter assemblies for Metro's Siemens P2000 Green Line railcars. KBPC has current auxiliary inverter overhaul contracts with Metro of St. Louis and TriMet of Oregon. KBPC has existing and past contracts with Metro supporting other rail vehicle overhauls and its performance has been satisfactory.

DEOD SUMMARY

P2000 AUXILIARY INVERTER ASSEMBLY OVERHAUL/MA46603

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) did not establish a Small Business Enterprise/Disabled Veteran Business Enterprise (SBE/DVBE) goal for this sole source, non-competitive procurement. It was determined that KB Powertech Corp., USA is the Original Equipment Manufacturer (OEM) of the P2000 Auxiliary Inverters, and owns the data rights to the auxiliary inverter assembly. As such, there are no apparent subcontracting opportunities and the services will be performed with the prime's own workforces.

B. Living 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.



Board Report

File #: 2018-0027, **File Type:** Agreement

Agenda Number: 28.

SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE MAY 17, 2018

**SUBJECT: CITY OF SANTA MONICA OPERATION AND
MAINTENANCE AGREEMENT**

**ACTION: CITY OF SANTA MONICA MEMORANDUM OF UNDERSTANDING FOR
OPERATION AND MAINTENANCE AGREEMENT FOR THE SUPPORT OF THE
EXPO II LINE**

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to execute the Memorandum of Understanding for Operation and Maintenance Agreement (OMA) between Metro (Authority) and The City of Santa Monica (Attachment A).

ISSUE

As the Exposition II Line is in full operation, general coordination and roles and responsibilities as to operational and maintenance elements between the Authority and the City of Santa Monica need to be memorialized. Hence an Operation and Maintenance Agreement (OMA) is recommended for execution of said services.

DISCUSSION

Similar to a previously executed OMA with the City of Long Beach for the Metro Blue Line, this OMA describes the roles, responsibilities, and obligations of both parties and specifies (a) the procedures which the Authority and City of Santa Monica will follow for elements associated with the operation of the EXPO II line. Such elements include general coordination, resolving operational elements, meeting accommodations, permitting requirements, and other type of tasks in order for the Authority to continue operating the EXPO II line and (b) the manner in which City of Santa Monica will be reimbursed for its costs of reimbursable activities. The Authority and City of Santa Monica agree that each will cooperate with the other in all activities covered by the OMA. Work performed by City of Santa Monica under this OMA shall be per the work orders to be issued by the Authority on a yearly basis.

Support by the City of Santa Monica is both necessary and essential to the continued operation of the EXPO II line.

ALTERNATIVES CONSIDERED

The Board may choose not to execute this OMA, however not executing this OMA would not solidify each of the parties roles and responsibilities from an operational standpoint as well as would require Metro to follow standard over the counter processes and therefore not benefit from streamlined processes, and other administration benefits identified within the OMA. All of which are essential elements from a successful operational standpoint.

FINANCIAL IMPACT

Funds for said Authority commitments identified within the OMA are within the operational and maintenance budget of the EXPO II line.

ATTACHMENTS

Attachment A - MOU with the City of Santa Monica

Prepared by:

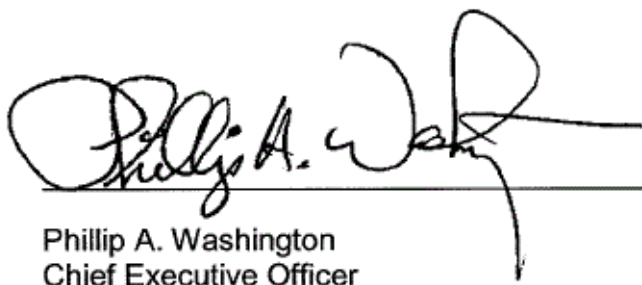
Rick Meade, Executive Officer; 213-922-7917

Androush Danielians, Deputy Executive Officer; 213-922-7598

Eduardo Cervantes, Senior Director; 213-922-7255

Reviewed by:

Richard Clarke, Chief Program Management Officer; 213-922-7557


Phillip A. Washington
Chief Executive Officer

MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF SANTA MONICA
AND
LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
TO FACILITATE OPERATION OF THE EXPOSITION METRO LINE LIGHT RAIL TRAIN
WITHIN THE BOUNDARIES OF THE CITY OF SANTA MONICA

THIS AGREEMENT is made and entered into on _____, 2017, by and between the Los Angeles County Metropolitan Transportation Authority (LACMTA or MTA), the owner and operator of the Exposition Metro Line Light Rail Train (LRT) and the City of Santa Monica ("City").

WHEREAS, the MTA and City desire to enter into an agreement regarding certain aspects of the LRT line's operation within the City's boundaries (as shown on Exhibit 1) to ensure the LRT line operates dependably, safely and securely.

NOW, THEREFORE, IT IS AGREED:

1. Terms and Definitions referred to in this agreement are as follows:
 - a. City is defined as the City of Santa Monica, and includes without limitation its officials, officers, board and commission members, employees, agents and departments.
 - b. City Appurtenances are defined as all accessories and attachments to any City structures or City facility of any kind, including without limitation public streets, rights-of-way or utilities as well as any other municipal uses or property of any kind.
 - c. City Facilities are defined as City real or physical property located in the vicinity of and adjacent to the Rail Corridor (e.g., structures, improvements, equipment, and other properties under the operating jurisdiction of City).
 - d. MTA Rail Right-of-Way includes all MTA property owned in fee within the Rail Corridor.
 - e. Rail Facilities are defined as real or personal property located within the MTA Rail right-of-way (e.g., structures, improvements, equipment, and other properties under the operating jurisdiction of MTA).
 - f. Rail Corridor is defined as that area used for the safe and efficient operation of the MTA's LRT line as generally depicted on Exhibits 1, and 4A, 4B, and 4C hereto, including,

- i. the area between the mountable curbs on Colorado Avenue from 17th Street to 5th Street, including said mountable curbs;
 - ii. the area between the two fences separating the MTA and City rights-of-way, between Centinela Avenue and 17th Street; and
 - iii. any temporary or permanent easements or licenses as may be entered into from time to time or as described at each station as shown in Exhibits 4A, 4B, and 4C.
 - g. Structures are defined as bridges, stations, fences, traction power substations, poles, supports, foundations, curbs, roadway pavement, drains, miscellaneous electronic equipment, man holes, pull boxes, vaults, cabinets, conduits, fiber optic cable and other similar structures of the City or MTA installed or used in connection with the operation of trains, street lighting, rail transit signs and traffic signals, gates (vehicular, pedestrian, and swing) overhead power contact system or third rail, rail utilities, traffic control, sign support, electrical power, storm water and sanitary collection, communications or other associated street usage.
3. Maintenance Responsibilities. Exhibits 2, 4A, 4B, and 4C to this Agreement identify MTA's maintenance, repair, and reconstruction responsibilities for the Rail Facilities located in the MTA Rail right-of-way and certain City Facilities located in the City's right-of-way adjacent to the LRT line. The exhibits also identify certain City maintenance, repair, and reconstruction responsibilities for City Facilities that encroach into MTA's Rail right-of-way (e.g., string lights on Colorado Avenue between 4th Street and 5th Street, traffic signal system, etc.).
4. Traffic Signals. The City is responsible for the operation of the traffic signal system within the jurisdiction and control of the City. In this capacity, the City agrees to work cooperatively with the MTA to facilitate the safe and efficient operation of the LRT line within the City's boundaries. Further, the City will not modify the traffic signal model 2070 controller software on the LRT line alignment without notification to and coordination with MTA.
5. Track Allocation/Work Permits. The City and its contractors will comply with the MTA's Track/Allocation Work Permit Procedures (see Exhibit 3) prior to performing any non-routine maintenance or repair work that takes place in whole or in part within 10 feet of the LRT's tracks or the overhead catenary system. Routine operations of the City, including its normal and customary operations and maintenance upon the public right-of-way or other City owned or controlled property, as well as trash pickup, street and sidewalk maintenance are excluded from the Track Allocation/Work Permit process. Further, all emergency work is excluded from the Track Allocation/Work Permit process. The City will notify MTA of emergency work as soon as possible and will provide MTA with as

much notice as is reasonably practical under the circumstances. The City will advise third parties desiring to perform work within or adjacent to the Rail Corridor of MTA's Track Allocation/Work Permit Procedures.

6. Safety Training. MTA will provide all necessary and appropriate safety training required by the MTA's Track/Allocation Work Permit Procedures (see Exhibit 3) to the City employees and its contractors.
7. City Permits. MTA will obtain appropriate permits from the City when it performs maintenance work on or near City streets, as set forth in Exhibit 5, and shall conform to all City permitting requirements for the submittal, review and approval of Temporary Traffic Control Plans, Use of Public Right of Way or any other applicable permit or license. All traffic control devices shall conform to accepted City practices and shall be installed and maintained according to the California Manual on Uniform Traffic Control Devices. All City staff cost for permitting the work shall be reimbursed by MTA through City Work Plans as specified in Exhibit 6.
8. Changes to Rail Facilities. MTA will submit to City for review any proposed material changes and resulting as-built drawings to Rail Facilities installations that affect City Facilities.
9. Miscellaneous.

- a. Any notice to be given in writing will be given to the addresses set forth below, or to their designees for all or particular purposes:

TO CITY: City of Santa Monica
 1685 Main St., Suite 116
 Santa Monica, CA 90401
 RE: **MOU FOR METRO RAIL**
 Attention: Director of Public Works

TO OPERATOR: Chief Executive Officer
 Los Angeles County Metropolitan
 Transportation Authority
 One Gateway Plaza
 Los Angeles, California 90012-2952

- b. Where this agreement requires approval, consent, permission, satisfaction, agreement, or authorization by either party; such approval, consent, permission, satisfaction, agreement, or authorization shall not be unreasonably withheld. The parties agree to execute in a timely manner such further documents, agreements, instruments and notices as may be necessary or appropriate to effectuate the transactions contemplated by this agreement.

- c. Time is of the essence in performance under this agreement.
- d. **Informal Dispute Resolution.** In the event of a dispute between the parties concerning the subject matter hereof, the resolution thereof, which is not provided for by this Memorandum, either party may cause the activation of a dispute resolution committee. The committee shall consist of one representative of each party hereto, and a third member who shall be any third party they so jointly designate. In resolving the dispute, the committee shall give due regard to the parties' obligations and power under the Santa Monica City Charter and its Municipal Code, MTA Administrative Code and its policies and procedures, as well as State law.
- e. **Assignment.** Neither party shall assign this Agreement or any of such party's interest, rights or obligations under this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld. Additionally, the obligation and benefits of this agreement will issue to the successors, heirs and assigns of the parties.
- f. **Amendments.** No variation, modification, change or amendment of this Agreement shall be binding upon either party unless such variation, modification, change or amendment is in writing and duly authorized and executed by both parties. This Agreement shall not be amended or modified by oral agreements or understandings between the parties or by any acts or conduct of the parties.
- g. **Counterparts.** This Agreement may be executed simultaneously or in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- h. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous agreements and understandings.
- i. **Third Parties.** There are no third parties to this agreement and the agreement creates no benefits for any third parties for any reason or purpose.
- j. **Authority of Parties.** Each of the parties hereby represents and warrants that it has full legal authority and is duly empowered to enter into this Agreement and has taken all action necessary to authorize the execution and delivery of this Agreement.
- k. **Severability.** In the event any Section, or any sentence, clause or phrase within any Section, is declared by a court of competent jurisdiction to be void or unenforceable, such sentence, clause, phrase or Section shall be deemed severed

from the remainder of this Agreement and the balance of this Agreement shall remain in full force and effect.

1. Construction. The language in all parts of this Agreement shall be in all cases constructed simply according to its fair meaning and not strictly for or against any of the parties.
10. Exhibits. The following attached exhibits are incorporated into this Agreement:
 - Exhibit 1: Route Location Map
 - Exhibit 2: Maintenance Responsibilities Matrix
 - Exhibit 3: MTA Track Allocation/Work Permit Procedures
 - Exhibits 4A, 4B, and 4C: Station Site Maintenance Responsibilities
 - Exhibit 5: City Use of Public Property Permit Process and Application and Requirements for Traffic Control Plans (City)
 - Exhibit 6: Work Plan Process

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their respective duly authorized officers

ATTEST:

"CITY"
CITY OF SANTA MONICA
A municipal corporation

By: _____
DENISE ANDERSON-WARREN
City Clerk

By: _____
RICK COLE
City Manager

APPROVED AS TO FORM:

By: _____
LANE DILG
City Attorney

"MTA"
LOS ANGELES COUNTY METROPOLITAN
TRANSPORTATION AUTHORITY

APPROVED AS TO FORM:

By: _____
Mary C. Wickham
County Counsel

By: _____
Phillip A. Washington
Chief Executive Officer

EXHIBIT 1

Expo Light Rail (Phase 2) Route Location Map

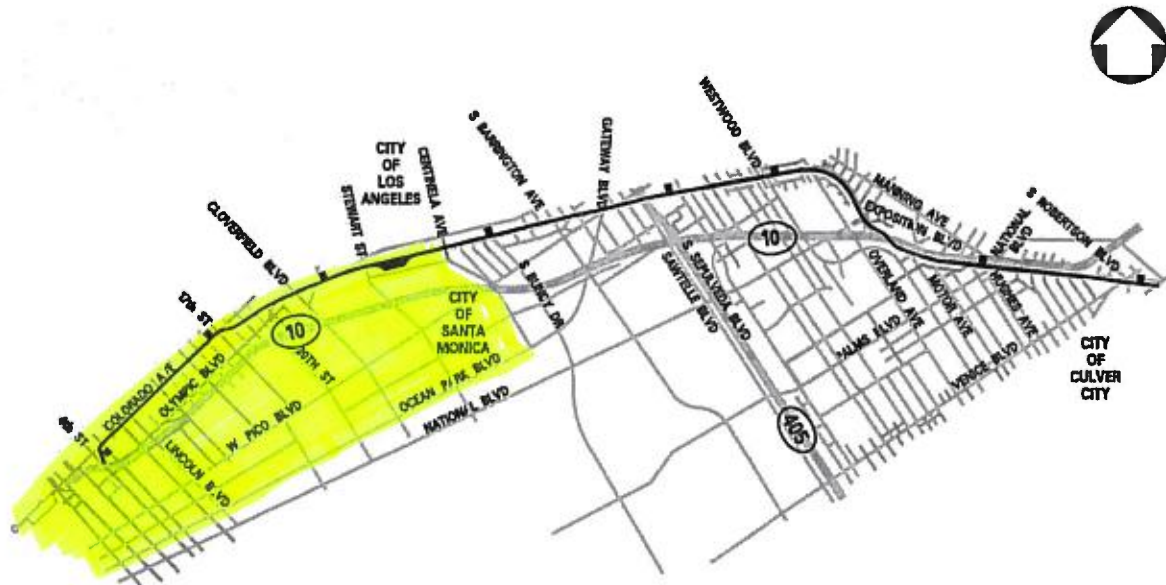


EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

	MTA	CITY
I. SANTA MONICA LINE SEGMENT STATIONS		
A. Platform and Equipment/Structures on Platforms		
1. General Maintenance & Repair	■	
2. Cleaning	■	
B. Equipment Rooms/Electrical Systems for LRT		
1. General Maintenance & Repair	■	
2. Cleaning	■	
C. Elderly and Handicapped Ramps		
1. General Maintenance & Repair	■	
2. Cleaning	■	
D. Other Non-City Transit-Related Display Devices		
1. General Maintenance & Repair	■	
2. Cleaning	■	
E. Landscaping in Station Area		
1. General Maintenance & Repair	■	
2. Cleaning	■	
F. LRT Operational Signs and Graphics		
1. General Maintenance & Repair	■	
2. Cleaning	■	
G. Regulatory Signs in the Rail Corridor		
1. General Maintenance & Repair	■	
2. Cleaning	■	
Regulatory Signs in City Right-of-Way		
3. General Maintenance & Repair		■
4. Cleaning		■
H. Artwork		
1. General Maintenance & Repair	■	
2. Cleaning	■	
I. Station Surfaces/Ticket Machines/Benches/Trash Receptacles		
1. General Maintenance, Cleaning & Repair in the Rail Corridor	■	
2. General Maintenance, Cleaning & Repair in City Right-of-Way at the 4th Street Station on Colorado Avenue.		■
J. Transit -Related Pedestrian/Architectural Lighting within the Stations		
1. Major Structural Pole Repair/Replacement	■	
2. Maintenance and Repair of Luminaries, Lamps, Glassware and Ornamental Casting	■	
3. Energy to lights	■	

EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

	MTA	CITY
II. STREETS		
A. Light Rail Utilities - Duct Banks, Manholes, Pull boxes, Cable, Track Drain Laterals Plant, LRT Detector Loops and Conduits in the Rail Corridor		
1. General Maintenance & Repair	■	
2. Cleaning	■	
B. Regulatory and Transit Related Signs and Graphics Within the Rail Corridor as mandated by applicable law, regulation or industry code		
1. General Maintenance & Repair	■	
2. Cleaning	■	
C. Track Switches and Switch Machines		
1. General Maintenance & Repair	■	
2. Cleaning	■	
D. Pavement Within Track Area up to two feet (2') from outside of outermost rail; and, area between sets of tracks		
1. General Maintenance & Repair	■	
2. Cleaning	■	
E. Mountable Curbs on Colorado Avenue (see III-M) (within City right-of-way)		
1. General Maintenance & Repair	■	
2. Cleaning	■	
F. ADA Warning Tiles, Swing Gates, Ped gates, Bells, Striping from Edge of Roadway/Curb to Back of Walk at Crossing		
1. General Maintenance & Repair	■	
2. Cleaning	■	

EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

	MTA	CITY
<p>G. Station Lighting - Major Structural Pole Repair/Replacement, Maintenance and Repair of Luminares, Lamps, Glassware, Ornamental Casting, Energy to Lights - in the Rail Corridor</p> <p>1. General Maintenance & Repair</p> <p>2. Cleaning and Painting</p> <p>3. Power Cost</p> <p>Street Lighting - String Lights and Poles on Colorado Avenue between 4th and 5th Street in the Rail Corridor and City Right-of-Way</p> <p>1. General Maintenance & Repair</p> <p>2. Cleaning and Painting</p> <p>3. Power Cost</p>	<p>■</p> <p>■</p> <p>■</p>	
<p>H. Drainage Facilities - Track Drain & Lead</p> <p>1. General Maintenance & Repair</p> <p>Track Drain & Lead</p>	<p>■</p>	
<p>I. Signs & Markings (City Right-of-Way) - LRT Related Signs, LRT Warning Signs, LRT Signals, LRV Signal Backplates, (see section VI)</p> <p>Train Coming Signs on City Signal mast arms and poles</p> <p>1. General Maintenance & Repair</p>		<p>■</p>
<p>J. Signs & Markings in the Rail Corridor - Operator controlled Flashing No Left Turn Signs, Look Both Ways Signs, Pedestrian Train Coming Signs</p> <p>1. General Maintenance & Repair</p>	<p>■</p>	
<p>K. Landscaping in City Right-of-Way (outside of track allocation area)</p> <p>1. General maintenance, containment and repair of plant material and associated irrigation systems in dedicated City street right-of-way outside of MTA jurisdiction and accessible to ground maintenance crews without requiring MTA permission.</p>		<p>■</p>

EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

	MTA	CITY
III. TRACKWAY		
A. Track Structure - Including Quad Gates, Ped Gates, Ped Arms, Tactile Strips, Track & Track Flangeway, Centerline Fencing		
1. General Maintenance & Repair	■	
2. Cleaning - including Graffiti Removal and Surface Sweeping	■	
B. Track Inlets & Leads, Trench Drains, Inlets & Leads		
1. General Maintenance & Repair	■	
2. Cleaning	■	
C. Track Hardware - Track, Loop Detectors, Turnouts, Switch Machines, Gate Mechanisms, Visibility Strips on Counterweights		
1. General Maintenance & Repair	■	
2. Cleaning	■	
D. Light Rail Utilities		
1. General Maintenance & Repair	■	
2. Cleaning	■	
E. LRT - Related Signs & Graphics - LRT Required Signs (eg: Train Signs & Other Similar Signs in City Right-of-Way or on City Structures)		
1. General Maintenance & Repair	■	
2. Cleaning	■	
F. Regulatory and LRT Signs & Graphics in the Rail Corridor		
1. General Maintenance & Repair	■	
2. Cleaning	■	
G. Electrical Power System to MTA Appurtenances (excludes HVDC LRV Power) - Track Switches, Switch Machines, Power Cost		
1. General Maintenance & Repair	■	
2. Cleaning	■	
H. Crosswalk Surfacing and Striping in the Rail Corridor to 2 ft from outermost rail or installed by Operator in City Right-of-Way, Painting of Mountable Curb on Colorado Avenue between 5th and 17th Streets.		
1. General Maintenance & Repair	■	
2. Cleaning	■	

EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

	MTA	CITY
I. Crosswalk Surfacing and Striping of area between tracks		
1. General Maintenance & Repair	■	
2. Cleaning	■	
IV. STRUCTURES		
A. Substations		
1. General Maintenance & Repair	■	
2. Cleaning	■	
V. FACILITIES FOR HVDC LRV ELECTRICAL POWER		
A. All Hardware - Overhead Wires & Cables; Underground Wires, Conduits & Cables; Catenary Brackets & Hardware; Feeder Cables; Manholes, Vaults, Duct Banks; OCS Facilities		
1. General Maintenance & Repair	■	
2. Cleaning	■	
B. Power Poles (including Street Lights installed on MTA's Power Poles and OCS Poles)		
1. General Maintenance & Repair	■	
2. Cleaning and Painting	■	
3. Power Cost	■	
C. Substations		
1. General Maintenance & Repair	■	
2. Cleaning	■	
3. Landscaping	■	

EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

	MTA	CITY
VI. SIGNALS AND COMMUNICATIONS		
A. Communication Systems and/or Facilities of MTA		
1. General Maintenance & Repair	■	
B. Train Detection Equipment for the Traffic Signal System on Colorado Avenue Interconnects (Conduit and Loops)		
1. General Maintenance & Repair, Metro to issue an annual work plan to the City in accordance with Exhibit 6.		■
Train Detection Equipment for the Traffic Signal System on Colorado Avenue (cable between the loop and City's Cabinet, cards and terminations in City's Cabinet)		
1. General Maintenance & Repair		■
C. LRT Loop Detectors, Quad Gates Detectors & Other Related Equipment Located between Lines two feet (2') outside of either rails and between sets of tracks.		
1. General Maintenance & Repair	■	
2. Cleaning	■	
LRT Loop Detectors, Quad Gates Detectors & Other Related Equipment Located between Tracks (Quad Gates)		
3. General Maintenance & Repair	■	
4. Cleaning	■	
E. Train Signals at Intersections Controlled by City Traffic System		
1. General Maintenance & Repair, Metro to issue an annual work plan to the City in accordance with Exhibit 6.		■
2. Power Cost		■
E. All Other Train Signals (LRT Warning Signs)		
1. General Maintenance & Repair.	■	

Exhibit 3: MTA Track Allocation/Work Permit Procedures



Metro

Rail Operations Control Track Allocation Request Form

Date/Time Submitted: 9/28/2016 10:20 AM

Instructions: Use this form to request any Track Allocation. All requests should identify the track, station, location or rooms, the equipment to be operated, crew size, and any requirements of power removal. All Track Allocation Request forms, including requests for Single Tracking/Track Closures, must be submitted two weeks in advance of proposed work week. Submissions must be received by close of business Monday prior to the weekly Track Allocation Meeting. Failure to comply with the deadlines may be cause to postpone work start date. Office Fax: (323) 563-5241.

Metro Rail Line: ☐ Blue Line ☐ Expo Line ☐ Green Line ☐ Gold Line ☐ Red Line ☐ Expo II ☐ Foothill

Requested By:		Office Tel #:	
Contractor:		Fax Tel #:	
Metro Contact:		Cell Phone #:	
Field Contact:		Field Cell Phone#:	

DAY	HOURS	SPECIFIC LOCATION		POWER DOWN		CREW SIZE
DATE	START/END	TRACK	STATION/FACILITY/ETC	YES	NO	#
SUN				<input type="checkbox"/>	<input type="checkbox"/>	
MON				<input type="checkbox"/>	<input type="checkbox"/>	
TUE				<input type="checkbox"/>	<input type="checkbox"/>	
WED				<input type="checkbox"/>	<input type="checkbox"/>	
THU				<input type="checkbox"/>	<input type="checkbox"/>	
FRI				<input type="checkbox"/>	<input type="checkbox"/>	
SAT				<input type="checkbox"/>	<input type="checkbox"/>	

DESCRIPTION OF WORK AND EQUIPMENT:

IS THIS WORK BEING DONE UNDER CONTRACT TO METRO? YES NO IF 'YES', CONTRACT # _____
IF 'NO' HAS A METRO RIGHT OF ENTRY AGREEMENT BEEN ISSUED? ROE# _____

DESCRIPTION OF IMPACT TO SERVICE/ OPERATIONAL RESTRICTIONS:

SAFETY WATCH/ LOOKOUT ☐ LONE WORKER ☐ BLOCK PROTECTED WORK ZONE ☐ FLAG PROTECTED SLOW ZONE ☐ FLAG PROTECTED WORK ZONE ☐ IMPASSABLE WORK ZONE ☐ SINGLE TRACK ☐

DESCRIPTION OF REQUIRED SUPPORT OR BUILDING/ROOM ACCESS:

Signals ☐ TrPwr ☐ Track ☐ Rail Comm ☐ Facility ☐ RTOS ☐ Train ☐ Pilot ☐ Project/Task ☐ LASD ☐ Security ☐ Hi-Rail ☐

Exhibit 3: MTA Track Allocation/Work Permit Procedures



Rail Operations Control Track Allocation/Work Permit Process

TRACK ALLOCATION / WORK PERMIT PROCESS

All work on Metro Rail Property or any work that could potentially foul the envelope of a train must receive prior approval from the Rail Operations Control Department of Metro. This Track Allocation / Work Permit process must be complied with to ensure the safety of outside contractors, Metro employees, and Metro customers. Metro Rail Operations Control Work Permits will be issued for approved work. Failure to meet all the requirements listed below will delay the approval of requested work.

For Emergency Work
Please call Rail Operations Control Center Floor Manager:
(323) 563- 5022

SUBMITTAL

- All track allocation request forms, including requests for ADA Compliance, and/or Ambient Noise Restrictions must be submitted **1 week** in advance of the proposed work week (Sunday-Saturday). Submissions **must be received by Close of Business on Monday**, prior to the weekly Track Allocation meeting.
- Request requiring a change in the revenue train schedule (i.e. single tracking, track closure, etc.) must be submitted **2 weeks** in advance of the proposed work week (Sunday-Saturday). Submissions **must be received by Close of Business on Monday**, 2 weeks prior to the weekly Track Allocation meeting in order to allow ample time to create a proper train schedule and to notify Metro customers of any the changes. Request must be submitted to:

OPERATIONS AND SERVICE DELIVERY DEPARTMENT

Stephen Tu, Manager
Office: (213) 922-6985
Cell: (213) 278-2299
Fax: (213) 922-7616
tus@metro.net

Sanchez, John,
Track Allocation
Coordinator
Office: (323) 563-5258
Cell: (213) 822-6170
Opt. Cell (818) 749-4205
sanchezjo@metro.net

- Requests may be submitted up to one month in advance of requested/ projected start date.
- Request forms must be filled out completely and provide necessary information: Start/end time of work, dates of requested work, detailed description of work / testing, description of all types of equipment to be used.
- Track allocation requests must be submitted for each week of work until completion of work or project.

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Operations Control Track Allocation/Work Permit Process

- Submit Track Allocation Request forms via E-mail only:
 - Track Allocation Coordinator: John Sanchez 323 563-5258
 - Assistant Track Allocation Coordinator: Sascha Lynch 323 563-5044
 - E-mail: SanchezJo@metro.net ; LynchS@metro.net
- Submitting a Track Allocation request does not guarantee that approval for work will be authorized.
- Last minute Track Allocation requests (if not submitted in advance as required by this process) may not be approved depending on the urgency of the work, availability of manpower to support the work, and how it may impact service.

SUPPORT

- When requesting power down it is important to document (in your request form) the specific limits of the area where you are proposing to perform your work.
- Rail Operations Control will provide a copy of all requests for Traction Power support no later than the close of business on the Friday prior to the Track Allocation Meeting for review. However, the contractor, or Department, requesting the support bears ultimate responsibility for providing written notification to Traction Power of the intended request in advance of Track Allocation Meeting
- To notify Traction Power, e-mail the following:

Omotayo, Remi omotayor@metro.net

Winston Dixon dixonw@metro.net

Be sure to provide a contact name and phone number to answer any questions which may arise regarding requests for support. E-mail address alone will not suffice.

- All other requests for Traction Power support (escorts, pilots, etc.) shall be included in the Track Allocation Request and must receive written confirmation prior to the Track Allocation Meeting.
- Traction Power will consider all requests and grant or decline support based on information received, time of receipt of information, support required and availability of personnel, impact to service, and ability to coordinate with other requests for support.

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Operations Control Track Allocation/Work Permit Process

- During the Track Allocation Meeting the Traction Power Department will review the requested limits and provide final determination of whether the request can be accommodated based on the location of the Traction Power Sub Station, breakers that are to be opened, area of impact resulting from sectionalized power, etc.
- Work being conducted on or about Metro rail lines (mainline tracks, yard tracks, storage tracks, or any Metro tracks under construction) without proper notification will be subject to work being stopped immediately and all personnel and equipment will be cleared off the right of way.
- Requests for support from Wayside Metro departments, Traction Power, Track, SCADA, Facilities Maintenance, Rail Communication, Rail Fleet Services, requesting of trains and train operators, Field Supervisors will be the responsibility of the individual submitting the request. Confirmation will be required upon submittal of your request and will be addressed at the Track Allocation Meeting.

TRACTION POWER

Remit Omotayo, Dir. Wayside Sys.
Office (213) 922-3243
Fax (213) 922-3175
blackda@metro.net

Winston Dixon, Assistant Manager
(213) 922-3323
(213) 922-3175
dixonw@metro.net

TRACK DEPARTMENT

Paul Squires, Manager
Office (323) 563-9430
Fax (213) 922-3175
squiresp@metro.net

SCADA

Alan Clark – SCADA support coordination
Los Angeles Metro
2000 E. Imperial Hwy
Los Angeles, CA 90059
Office (323) 563-5211
ClarkA@metro.net

FACILITIES MAINTENANCE

Eladio "Lalo" Salas, Asst. Manager
4462 Pacific Blvd.
Vernon, CA 90058
Office (323) 826-1027
Fax (323) 826-1011
salase@metro.net

RAIL COMMUNICATIONS

Christian Flores, Supervisor
Office (213) 613-2173
Cell (213) 305-8302
floresc@metro.net

Claire Reyes, Asst. Manager
(213) 613-2148
(213) 272-8513
reyesc@metro.net

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Operations Control Track Allocation/Work Permit Process

MEETING ATTENDANCE

A representative for the person/agency/department requesting Track Allocation shall attend the Track Allocation meeting on the Wednesday **1 week** prior to the work start date. Track Allocation is only granted on a weekly basis. Representative must attend Allocation Meeting and submit a Track Allocation Form (Must be received by Metro Track Allocation no later than Monday 5:00 P.M.) each week until project is finished.

Meetings are held on every Wednesday:

Green/Gold/Expo/Blue/Red Line Track Allocation Meeting: 08:00-10:00 a.m.

Foothill Extension / Expo Extension Track Allocation Meeting: 11:00-12:00 p.m.

100 Santa Fe Avenue, Location 63

Room 10, First Floor

Los Angeles, CA 90013

- All Track Allocation Requests will be discussed at the Track Allocation Meeting. The Track Allocation Coordinator will grant or decline the request based upon information received, support required and availability of personnel, impact to service and other work requests.

SAFETY AND WAYSIDE WORKER PROTECTION TRAINING / ID BADGE

- All members of the work crew will be required to attend Metro safety and wayside worker protection training.
- Safety and wayside worker protection training is only conducted in English. Ability to understand and speak English is required for Safety certification. No translation or interpreters may be used.
- Two Rail Safety classes are available weekly and a picture ID is required. Prior reservation is required and the class registration information is as follows:

Central Maintenance Facility Building
470 Bauchet Street
Los Angeles, CA 90012
Main Conference Room
(Located Above Cafeteria)

Two Classes are held on Mondays

AM Session: 07:00am to 10:00am

PM Session: 11:00am to 02:00pm

Contact Jamiela (Mimi) Knox at 213 922-3228 or KnoxJ@metro.net

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Operations Control Track Allocation/Work Permit Process

- Safety ID badges will be issued upon successful completion of the safety and wayside worker protection training by Jamiela (Mimi) Knox
- Crew members will be required to wear Metro Safety Badges at all times while performing work on or near Metro property.

WORK PERMIT

- Metro Work Permits will be issued for approved work.
- To obtain Metro Work Permits, contact the appropriate Rail Controllers a minimum of two hours prior to scheduled start time of work.

Blue Line Control:	323 563-5015
Green Line Control:	323 563-5298
Red Line Control:	323 563-5290
Gold Line Control:	323 563-5055
Foothill Ext. Control	323 563-5288
Expo Line Control	323 563-5095

- Sign work permit and fax back to Controller: **323 563-5241**
- The Employee in Charge (EIC) must maintain a signed copy of the permit in his or her possession at all times. During the required job briefing the EIC must discuss the permit, description of work being conducted, the support required, the tools/equipment being used, and the operational restriction prior to entering the Right of Way and conducting work. Appropriate notations shall be made on the Mainline Access Form.
- Upon arrival at approved work location, the EIC must contact the appropriate Controller to activate the Work Permit.
- EIC must notify the appropriate Controller each time crews move to a different work location if multiple work locations are noted on work permit.
- The Rail Controller will authorize EIC/work crew to begin work after all safety requirements are satisfied.
- Work permits must be activated by the EIC at the beginning of each day and deactivated at the end of each days work.
- The EIC shall assure that all personnel and equipment (including flagging equipment) are clear of the mainline prior to contacting Control to cancel your work permit.

Rail Operations Control Track Allocation/Work Permit Process

- The EIC and the Safety Watchperson must maintain a copy of the Operating Clearance in his or her possession at all times during the time that the authorized work is being conducted. The Operating Clearance shall be reviewed during the required job briefing prior to entering the Right of Way and conducting work.

ADDITIONAL INFORMATION

EMERGENCIES

Emergencies occurring after Track Allocation may necessitate the revoking of approved work. Urgent repairs, maintenance, or abnormal operations are some conditions, which may require modification to approved work. Incidents occurring while work is in progress could also necessitate the immediate removal of a work crew from a work area.

All work crews are expected to immediately comply with Control's instructions. Request for an explanation of removal may be addressed to the ROC Manager or Track Allocation Coordinator.

RULES AND PROCEDURES

- All work shall be performed in accordance with Metro Light and Heavy Rail Operations Rules and Procedures.
- Restrictions and protective equipment will be required per applicable rules.
- Violation of Rail Operations Rules or Procedures may result in the cancellation of a Work Permit.
- Personnel must be in proper position (facing oncoming train) and location when providing hand signals to approaching trains. When flagging the use of proper equipment (yellow flag, green flag, red flag, and flashlight) is essential in providing information to train operators. A Watchperson must not be assigned to any other duty and cannot engage in or assist with any work.

RESTRICTIONS

- Power down and grounding may be required when working within 10-feet of Overhead Catenary System (Blue/Expo/Green/Gold Lines). Power down and grounding of the Contact Rail (Red Line) is required when working at track level. Remote power down may be required for work being down in close proximity to the Overhead Catenary System or Contact Rail.

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Operations Control Track Allocation/Work Permit Process

- Wayside Worker Protection is the protection provided to employees or contractors to enhance their safety while working on or about the Metro Rail Lines in accordance with the Metro Rail Operating Rules. This protection includes both "On Track Protection" — a method of protecting personnel on the right of way (ROW) that affects train movement, and "Safety Watch" — a method of protecting personnel on the ROW that does not affect train movement. On Track Protection and Safety Watch requirements are determined by the applicable Rail Rule Book and SOPs.
- Work crew leader must assure that proper flagging protection for Flag Protected Slow Zones or Flag Protected Work Zones are in place (if required) prior to activating your work permit to begin work. This must be assured through proper communications with Metro personnel (Track Inspector, Field Supervisor, Traction Power or Signal Personnel) supporting your work. Proper placement of flags and the appropriate protection is required for the intended work to be performed.
- Wayside System personnel (track, signal, traction power etc.) will be provided appropriate Wayside Worker Protection with clear limits/block and it will be your responsibility to contact Control once you arrive at the end of your limits in order to establish a new work limit/block. You are not allowed to begin your work until you receive authorization from Control. You will be responsible for providing protection for yourself against all train movement when working on or about Metro rail lines.

CONTACTS

Track Allocation Coordinator:

John Sanchez: 323 563-5258
Fax: 323.563.5028
Email: SanchezJo@metro.net

Rail Operations Control Floor Manager	323.563.5022
Blue Line Control	323.563.5015
Green Line Control	323.563.5298
Red Line Control	323.563.5290
Gold Line Control	323 563-5055
EXPO Line Control	323 563-5095

Rail Operations Control Manager:

Chol Kim 323.563.5010
Fax: 323.563.5068
Email: KimC@metro.net

Service Operations Superintendent:

Patty Alexander: 323.563.5149
Fax: 323.563.5068
Email: AlexanderP@metro.net

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Safety Training

MTA CENTRAL MAINTENANCE FACILITY
470 Bauchet Street,
Los Angeles CA 90012
Building 1 2nd Floor, Room M123
Above Cafeteria on the Second Floor

Access parking structure via Bauchet St
from Vignes St. Turn onto Bauchet St, east,
proceed to second driveway on the right
and check in with security guard. Walk down
"One Way" driveway to last building on the
left side with darkened windows.

Two Classes Held On Mondays

7:00 AM-10:00 AM
and
11:00 AM-2:00 PM

Reservations and Picture
I.D. Required

Contact Jamiela (Mimi) Knox for
Reservations:
KnoxJ@Metro.net or call
(213) 922-3228

Class Starts Promptly
Late Arrivals will not be admitted

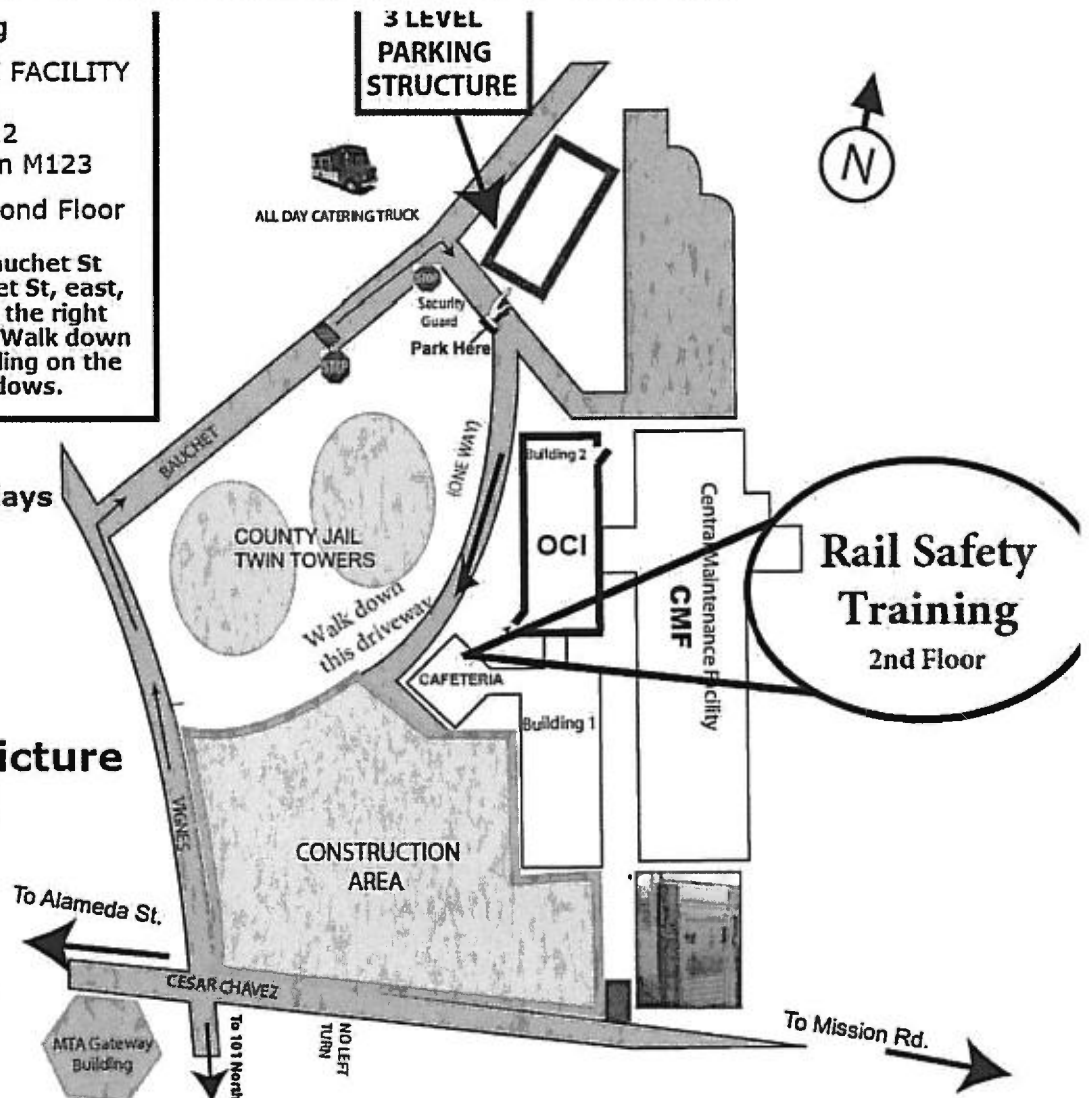


Exhibit 3: MTA Track Allocation/Work Permit Procedures

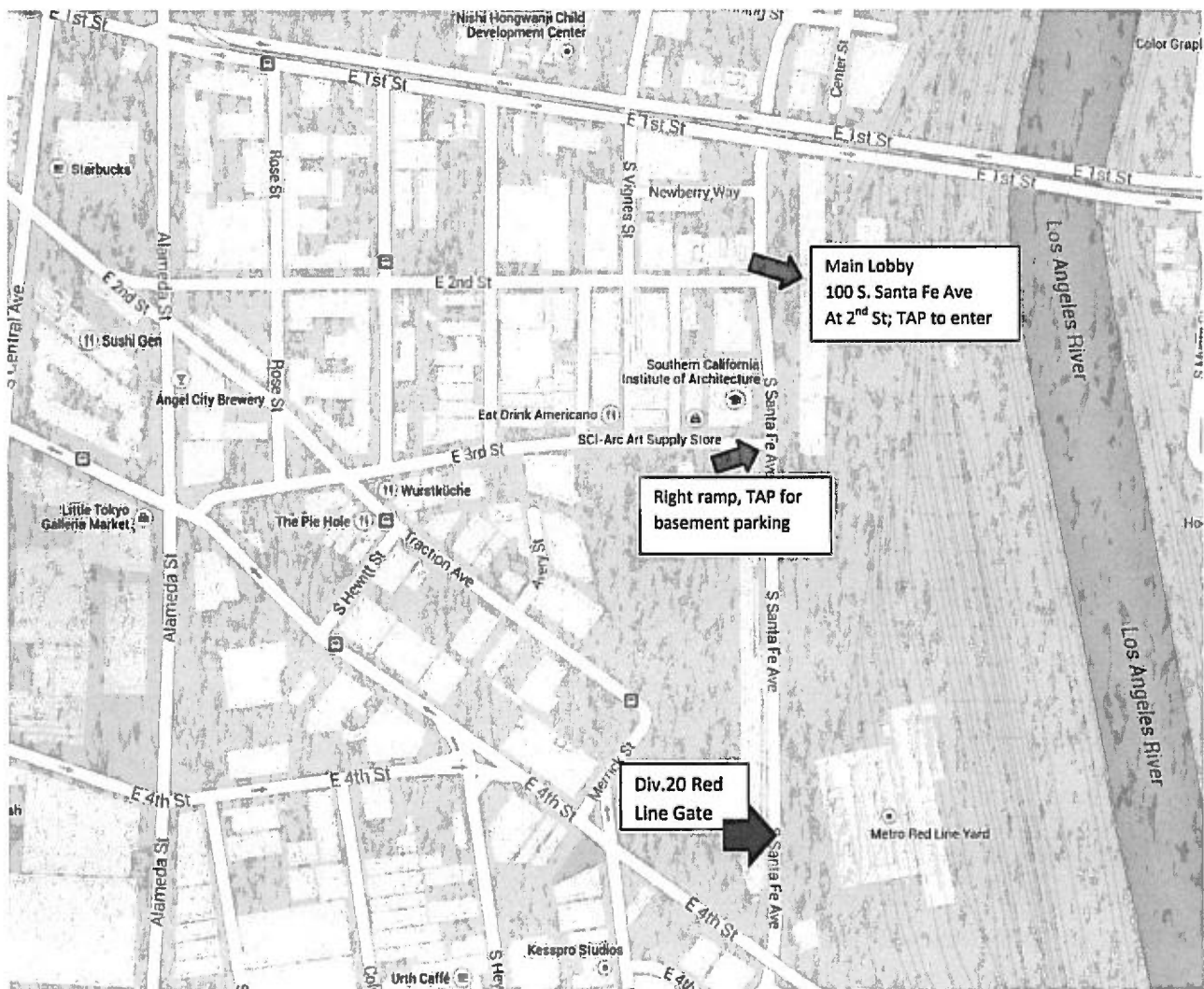






Exhibit 5 – City Use of Public Property Permit Process and Application & Requirements for Temp. Traffic Control Plans (City)

**Santa Monica Public Works**
Civil Engineering

Search

1437 4th Street, Ste. 300
Santa Monica, CA 90401
Phone: (310) 458-5721
Fax: (310) 393-4425
E-mail: sm.civilengineering@smnet.net

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 **Santa Monica**


Use Of Public Property Permit

A street use permit is required for any type of interference or obstruction in or on any public street, alley sidewalk, parkway, or any other public property. A street use permit is valid for 7 or 30 days. Renewals, as deemed necessary, are approved for 60 days increments.

The following types of activities require a Use of Public Property Permit:

1. Storage of materials or equipment or the operation of equipment in conjunction with construction activity, including parking of trucks or equipment, loading and unloading materials, cranes, dumpsters, and any other equipment or related types of construction activity which impose a minor and temporary burden on public property.
2. Maintenance of construction fence, railing, barricade, canopy, protective walkway, scaffold or other construction or protection erected on public property.
3. Placement of portable storage containers in the street. A portable storage container may be temporarily placed in the street for a period of 1-7 days for the purpose of storing items being moved from and to the premise, or to store materials used on any construction site when construction is actively taking place.

Homeowners or building contractors wishing to place a dumpster on the street in the City of Santa Monica should contact a solid waste hauler from the approved list.

View the list of [approved solid waste private haulers](#) 

No permit is required to place a dumpster or storage container in the driveway of a private property.

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City Use of Public Property Permit Process and Application & Requirements for Temp. Traffic Control Plans (City)



Santa Monica Public Works

Civil Engineering

1417 4th Street, Ste. 300
Santa Monica, CA 90401
Phone: (310) 458-6721
Fax: (310) 393-4425
E-mail: sm.engineering@srmgov.net

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[Subdivision Maps](#)
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[Bidding Opportunities](#)
[Current Projects](#)
[Measure V](#)
[Know Before You Go](#)
[Public Works Home](#)
[Civil Engineering Home](#)

Permits

The services available at the Engineering Permit Center include public right of way permits and inspections, film permits, plan check services for commercial and residential projects, map requests, etc.

For more information regarding engineering permits, call 310-458-8737.

Inspections

See the [Inspection Procedures](#) page for detailed information on City Inspections

Engineering Counter Hours

Service hours at the Engineering Counter in City Hall are Monday - Thursday from 8:00 a.m. to 4:30 p.m. and Friday from 8:30 a.m. to 4:30 p.m.

Link to detailed information below:

- [General Information](#)
- [Use of Public Property Permit](#)
- [Street Construction Permit](#)
- [Utility Excavation Permit](#)
- [Wireless Facility Permit](#)
- [Film Permit](#)
- [Encroachments into the Public Right-of-Way](#)
- [Construction and Demolition Waste](#)
- [Water Meter Installation](#)
- [Water Demand Mitigation Fee](#)
- [Wastewater Capital Facility Fees](#)
- [Sewer Permit](#)
- [Tree Trimming Application & Notes](#)
- [Other Forms](#)
- [Fee Schedule](#)




Santa Monica

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City Use of Public Property Permit Process and Application & Requirements for Temp. Traffic Control Plans (City)



Santa Monica Public Works

Administrative Services

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Contact Us:
City Hall
1685 Main Street, Room 113
Santa Monica, CA 90401
Phone: (310) 458-8737
Fax: (310) 576-3598

Permit Counter Hours:
Mon-Thurs: 8:00 a.m. to 4:30 p.m.
Friday: 8:30 a.m. to 4:30 p.m.

[Public Works Home](#)

[Film Permits](#)

[Public Works Permit Center](#)



Santa Monica

Inspection Procedures

Before any off-site improvements are begun, you must first obtain a mark-out inspection and a Street Permit from the Public Works office (310-458-8737) for any removal, replacement or excavation.

Minimum 24 hours notice is required for inspections - **NO SAME DAY INSPECTIONS.**

NOTE: Do not pour or lay down any concrete and/or asphalt until a Public Works Inspector has performed a forms inspection and authorized the work.

REQUIRED INSPECTIONS:

1. Pre-Job/Mark Out. Public Works Inspector will mark out.
2. Forms - Grade - Compaction
3. Asphalt Paving
4. Finals

No final inspection will be made or given until all off-site user fees are paid (street use permits, dumpster permits, fines, encroachment permits, etc.).

NOTE: If any diversion of pedestrian or vehicular traffic is needed or any intermittent use of traffic lanes, you must first get prior approval from the Transportation Management Division, 310-458-8291.

To schedule an appointment with a Public Works Inspector call 310-458-8737.

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City Use of Public Property Permit Process and Application & Requirements for Temp. Traffic Control Plans (City)

City of Santa Monica
Planning & Community Development

Search the PCD Site

ABOUT US PERMITS ZONING TRANSPORTATION PLANS & PROJECTS CODE COMPLIANCE BOARDS & COMMISSIONS

Application and Requirements for TTCP Temporary Traffic Control Plans

Temporary Traffic Control Plans (TTCPs) are required whenever work is proposed in the public right-of-way, with the exception of dumpsters or storage pods to be located within a parking lane. The dates and times of work areas located in commercial districts, the downtown or on major streets are subject to the approval of City staff.

Streets

Construction or construction-related activities that will occur within any street requiring approved temporary traffic control plans must follow the TTCP Requirements and fee schedule. For all other streets, traffic control plans can be reviewed in-person at the Public Counter in City Hall. All temporary traffic control plans must comply with the requirements of the California Manual of Uniform Traffic Control Devices (MUTCD). The Plan shall include and show the following:

- The size of the work area, including all dimensions.
- The location of the work area in relation to the cross streets, alleys, or other major reference points, including all distances and dimensions.
- All temporary traffic control devices (signs, delineators, striping, others) to be used.
- Access to all existing parking facilities affected by the proposed work zone.

Alleys

An eleven foot (11') wide passageway must be maintained for emergency access at all times. If 11' can be kept clear, use the Use of Public Right-of-Way: Alleys form for the required temporary traffic controls. If 11' cannot be kept clear, an alley closure permit is required. The alley closure permit is only valid in conjunction with a separate permit issued by Public Works such as a Use of Public Property Permit or Excavation Permit.

Please note that closures of 1st, 2nd, 3rd, and 4th Courts in the Downtown and Civic Center areas must follow specific requirements as outlined in the TTCP Requirements.

Sidewalks

Determination of allowed date, time, and location of the sidewalk section to be used will be made after Strategic and Transportation Planning staff assesses pedestrian activity at the proposed work site. Sidewalk widths vary citywide. Applicants must provide the total width of the work area and the total width to be kept clear on the sidewalk. Tools, equipment, and any material removed from excavations should also be included in measurements.

To allow pedestrian use of the sidewalk during construction, a minimum four foot wide walkway must be maintained. If a four foot wide walkway cannot be maintained:

- In residential districts that are not located on major streets, sidewalks may generally be closed per the signs required diagram.
- On major streets or within commercial districts, temporary walkways will typically need to be constructed. Specifications for temporary walkways are published by the Public Works Department. Temporary walkways located at the edge of an alley need to be pulled back five feet from the alley to maintain sufficient visibility. These walkways may be allowed to encroach into curb parking lanes, but cannot encroach into any traffic lanes unless accompanied by an approved Temporary Traffic Control Plan (TTCP).

Please note that additional fees may apply for TTCP review. When a sidewalk closure or temporary walkway is located at or near a bus stop, relocation of the bus stop may be required by the Big Blue Bus and/or Metro.

Signs Required for Sidewalk Closure

Applications & Forms

<http://www.smgov.net/Departments/PCD/Transportation/Developers/Temporary-Traffic-Control-Plans/>

Walking

Walking in Santa Monica
Safety & Education
Maps & Organizations

Biking

Biking in Santa Monica
Lanes, Facilities, & Parking
Safety & Education
Maps & Organizations
Bikeshare

Driving & Parking

Parking in Santa Monica
Where to Park
Pay or Contest Citation
Enforcement Information
Electric Vehicles
Large Vehicles
Car Share
Tour Bus Parking Program
Valet Parking Permits

Public Transportation

Buses, Trains, & More!

Vehicles for Hire

Taxi Cabs & Operators

Transportation Services

Shuttles

Employers

Ordinance 1604
Documents & Forms

Developers

Development Standards
Transportation Impact Fee
Temporary Traffic Control Plans
Auto Dealerships

Applications & Forms

- Application and Requirements for TTCP
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Planning and Community Development Department

Website produced by the City of Santa Monica Web Development Division

Contact Us

1685 Main Street, Room 212

Santa Monica, CA 90401

planning@smgov.net

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[City Home](#)

[REDACTED] – City Use of Public Property Permit Process and Application & Requirements for Temp. Traffic Control Plans (City)

City of Santa Monica Planning and Community Development Department Transportation Engineering & Management Division

NOTICE OF REVISED PROCEDURES FOR REVIEW OF TEMPORARY TRAFFIC CONTROL PLANS

Effective July 1, 2015, the Planning & Community Development Department is required to collect revised user fees for reviews of temporary traffic control plans, as follows:

First two reviews, \$241.86 per sheet.

(Maximum review time is 60 City Hall work days).

Third and each subsequent review, \$307.14 per sheet.

(Maximum review time is 90 City Hall work days).

Expedited plan review (upon acceptance), additional \$251.49 per every 1-2 sheets.

(Maximum review time is 10 City Hall work days).

These fees shall be collected at the time of submittal, or resubmittal, of any temporary traffic control plan. Payment may be made in cash, by check or credit card.

Plans cannot be accepted without full payment.

Please note that these fees shall be administratively revised on July First of each year.

For further information on submitting temporary traffic control plans for review by the Transportation Engineering & Management Division, please see the current **Notice to Preparers and Submitters of Temporary Traffic Control Plans**.

Please also see the current list of **Streets Requiring Approved Temporary Traffic Control Plans** for further information.

Please also see the current **Application and Use of Temporary Traffic Control Signs, Devices and Markings** for further guidance in preparing temporary traffic control plans.

The current **Temporary Traffic Control Plan General Notes** must be included in every temporary traffic control plan submittal.

Each submittal, or resubmittal, of temporary traffic control plans must be accompanied by a properly executed **Application for Review of Temporary Traffic Control Plans** with original (**wet**) signatures. Incomplete or incorrect applications will result in plans being returned marked "**NOT APPROVED**" and fees forfeited.

Questions ? Call (310) 458-8291 or e-mail at traffic.engineering@smgov.net.

City of Santa Monica
Planning & Community Development Department
Transportation Engineering & Management Division

**NOTICE TO PREPARERS AND SUBMITTERS
OF TEMPORARY TRAFFIC CONTROL PLANS**

Effective until further notice, the following requirements shall apply to all Temporary Traffic Control Plans (hereinafter referred to as "Plans") submitted for review by this Division:

01. Plans are required for any work or temporary traffic control in any street shown on the list "Streets Requiring Approved Temporary Traffic Control Plans". Plans may be required for other locations as deemed necessary by this Division.
02. Plans shall be prepared based on the most recent edition of the California Manual on Uniform Traffic Control Devices. Information on the California Manual on Traffic Control Devices applicable to temporary traffic control may be available at the Caltrans website.
<http://www.dot.ca.gov/hq/traffops/signtech/mutcdsupp/pdf/camutcd/CAMUTCD-TTC.pdf>
03. Plans shall provide accommodations for all applicable modes of transportation including pedestrians, bicycles, motor vehicles and public transportation.
04. Plans received by this Division shall be placed in queue with all other requests for service. The average maximum response time for requests in queue is **sixty** (60) days. Requests for status of plan review may result in a **delay** of the review process.
05. Plans submitted for a third or subsequent review shall be placed at the **end** of the queue for service. Response times for such reviews may exceed **ninety** (90) days.
06. Not less than **two** (2) complete sets of Plans shall be submitted for each review, along with a properly completed Application Form. For second or subsequent reviews, the prior marked-up copy with the City's **purple** stamp must also be submitted. All sheets, including marked copies, shall be submitted in a **single roll**. Folded sheets or multiple roll submittals are subject to being separated and may be lost. Plan sets shall **not** be stapled or paper clipped.
07. Unless otherwise advised by the Traffic and Parking Manager, or designee, the stamp of a Registered Professional Engineer is **not** required on any Temporary Traffic Control Plan.
08. Plans submitted with clear evidence of competent professional traffic engineering and meeting these requirements may be moved forward in the queue for service.
09. The title block of **each** sheet of a Plan shall include a title describing the **actual location** where the temporary traffic control is to be implemented. (e.g., Main Street between 4th Street and 7th Street or East side of B Street north of Pier Avenue, etc.) The phrase "City of Santa Monica" shall not appear in the plan title unless the work is being done under contract to the City of Santa Monica. In that case the City's contract number shall also be shown. Use of the name "Santa Monica" is acceptable.
10. Each sheet of a Plan shall include the full name, address and telephone number of the individual or organization that prepared the Plan. Each sheet of a Plan shall also include the Permit Application Number, if available, and the street address of the job.
11. False or erroneous information may result in plans being marked NOT APPROVED and fees forfeited.
12. Submitters will be notified when plan review is completed as requested on the Application Form at the time the plans are submitted. Only **one** (1) means of notification or return will be accepted.

NOTICE TO PREPARERS AND SUBMITTERS OF TEMPORARY TRAFFIC CONTROL PLANS
(cont'd)

13. Other original documents related to the work should **not** be submitted with Plans. This Division cannot be responsible for the return of such other documents.
14. Plans shall be drawn **to scale** utilizing one of the scales found on the common civil engineer's scale.
15. Plans shall be submitted on U.S. standard inch size sheets, including the following: 8-1/2" x 11", 11" x 17" or 24" x 36" paper. Image areas shall **not exceed** 22" x 34", including borders.
16. Plans shall be submitted in monochrome. Color submittals will **not** be accepted unless approved prior to submittal by the Traffic and Parking Manager, or designee.
17. Plans shall reflect **actual** field conditions in the City of Santa Monica, recognizing the spacing between cross streets and block lengths.
18. Plans shall show **all** driveways, cross streets, alleys, courts and places within the area shown on the temporary traffic control plan.
19. Plans shall show all existing and proposed signs within the area where temporary traffic control is to be established. Signs shown on the Plans shall be appropriately coded to reflect existing signs, existing signs to be removed or covered, as well as proposed signs necessary for temporary traffic control. Signs removed or covered shall be **restored** upon removal of the temporary traffic controls. Signs and devices shall be shown on the plans using appropriate symbols along with their CAMUTCD designation. **Images** of signs shall **not** be shown in the body of the plan. Sign images should be shown as part of the Legend.
20. Plans shall show **all** curb zones, including but not limited to, valet parking zones, bus zones, taxi zones, passenger loading zones, commercial loading zones, parking spaces for persons with disabilities and all other red, green, blue, yellow and white zones within the area shown on the temporary traffic control plan.
21. The current version of the City's Temporary Traffic Control Plan General Notes shall appear as part of any plan submittal. Said General Notes need appear on only one sheet of multi-sheet plan sets, so long as they are referenced on **each** sheet of the plan set.
22. In the event that plans call for several construction phases, each such phase shall be drawn independent of the other phases. When substructures (e.g., underground pipes, vaults or conduits) are to be constructed in several phases, the phases shall show **overlaps** so that the construction may actually proceed safely.
23. Work areas shown on Plans shall be sized to include adequate space for **all** equipment, vehicles and materials involved in the work.
24. Plans shall show the duration, in days, for completion of the work. Plans shall also show the start date for the work.
25. Nothing above is intended to preclude the application of sound professional traffic engineering judgment.

Failure to comply with the requirements stated above may result in plans being marked NOT APPROVED and returned to the submitter and fees forfeited.

This document is subject to change without notice.

City of Santa Monica
Planning & Community Development Department
Transportation Engineering & Management Division

**STREETS REQUIRING APPROVED
TEMPORARY TRAFFIC CONTROL PLANS**

<u>Street</u>	<u>Range</u>
1 st Court*	Wilshire Boulevard to Vicente Terrace
2 nd Court*	Wilshire Boulevard to Broadway
2 nd Street	California Avenue to Colorado Avenue
3 rd Court*	Wilshire Boulevard to Broadway
4 th Street	Adelaide Drive to City Limit south of Marine Street
4 th Court*	Wilshire Boulevard to Colorado Avenue
5 th Street	California Avenue to Olympic Boulevard
6 th Street	California Avenue to Bay Street (south intersection)
7 th Street	City Limit north of Adelaide Drive to Pico Boulevard
10 th Street	Arizona Avenue to Santa Monica Boulevard
11 th Street	San Vicente Boulevard to Ozone Street
14 th Street	San Vicente Boulevard to Ashland Avenue
15 th Street	Wilshire Boulevard to Santa Monica Boulevard
16 th Street	Washington Avenue to Santa Monica Boulevard
16 th Street	Colorado Avenue to Olympic Boulevard
16 th Street	Pico Boulevard to Ocean Park Boulevard
17 th Street	San Vicente Boulevard to Marine Street
20 th Street	Montana Avenue to Ocean Park Boulevard
21 st Street	Olympic Boulevard to Michigan Avenue
23 rd Street	Arizona Avenue to Santa Monica Boulevard
23 rd Street	Pico Boulevard to City Limit near Dewey Street
24 th Street	Michigan Avenue to Delaware Avenue
26 th Street	City Limit north of La Mesa Drive to Cloverfield Boulevard
27 th Street	Virginia Avenue to Kansas Avenue
28 th Street	Pico Boulevard to Donald Douglas Loop North
31 st Street	Ocean Park Boulevard to Donald Douglas Loop North
Airport Avenue**	23 rd Street to Bundy Drive
Appian Way	Palisades Beach Road to Pico Boulevard
Arizona Avenue	Ocean Avenue to 26 th Street
Barnard Way	Hollister Avenue to Marine Street
Broadway	Ocean Avenue to Centinela Avenue
California Avenue	Ocean Avenue to Lincoln Boulevard
California Avenue	14 th Street to 16 th Street
California Incline	Palisades Beach Road to Ocean Avenue

STREETS REQUIRING APPROVED TEMPORARY TRAFFIC CONTROL PLANS
(cont'd)

<u>Street</u>	<u>Range</u>
Centinela Avenue	Ocean Park Boulevard to terminus south
Chelsea Avenue	Arizona Avenue to Santa Monica Boulevard
Cloverfield Boulevard	Santa Monica Boulevard to Ocean Park Boulevard
Colorado Avenue	Ocean Avenue to Centinela Avenue
Dewey Street	Robson Street to 23 rd Street
Exposition Boulevard	Stewart Street to Centinela Avenue
Kansas Avenue	Cloverfield Boulevard to Stewart Street
Lincoln Boulevard***	Montana Avenue to City Limit south of Ozone Street
Main Street	Colorado Avenue to City Limit south of Marine Street
Marine Street	Barnard Way to Main Street
Marine Street	Lincoln Boulevard to 17 th Street
Michigan Avenue	21 st Street to terminus east of 24 th Street
Montana Avenue	Ocean Avenue to Stanford Street
Moomat Ahiko Way	Palisades Beach Road to Ocean Avenue
Neilson Way	Pico Boulevard to City Limit south of Marine Street
Ocean Park Boulevard	Barnard Way to Centinela Avenue
Ocean Avenue	City Limit near Adelaide Drive to Hollister Avenue
Ocean Way	Pico Boulevard to Bay Street
Olympic Boulevard	4 th Street to Centinela Avenue
Olympic Drive	Ocean Avenue to 11 th Street
Palisades Beach Road****	City Limit near Adelaide Drive to Portal of McClure Tunnel
Pearl Street	14 th Street to 20 th Street
Pearl Street	24 th Street to 28 th Street
Pico Boulevard	Terminus west of Appian Way to Centinela Avenue
Robson Street	17 th Street to Dewey Street
San Vicente Boulevard	Ocean Avenue to 26 th Street
Santa Monica Boulevard	Ocean Avenue to Centinela Avenue
Santa Monica Pier Bridge	Foot of Bridge near shore line to Ocean Avenue
Stewart Street	Colorado Avenue to Pico Boulevard
Third Street Promenade	Wilshire Boulevard to Broadway
Virginia Avenue	20 th Street to 27 th Street
Washington Avenue	14 th Street to 16 th Street
Wilshire Boulevard	Ocean Avenue to Centinela Avenue

* Required if work will not provide for an 11 foot traffic lane.

** Work in Airport Avenue requires approval of the Airport Manager.

*** May also require Caltrans approval or Encroachment Permit or both (Colorado Avenue to Michigan Avenue).

**** May also require Caltrans approval or Encroachment Permit or both.

NOTE: Work in Donald Douglas Loop North or Donald Douglas Loop South requires Approval of the Airport Manager.

This document is subject to change at any time without notice.

City of Santa Monica
Planning & Community Development Department
Transportation Engineering & Management
Division

**APPLICATION AND USE OF
TEMPORARY TRAFFIC CONTROL
SIGNS, DEVICES AND MARKINGS**

Temporary traffic control signs, devices and markings shall be applied and used as follows:

- a. K-rail, if used, shall be frangible in compliance with Federal and State standards. Concrete or other non-frangible K-rail shall not be used.
- b. The use of steel plate bridging or any other construction activity which may result in vertical pavement height differences shall be treated as described in the General Notes.
- c. Pedestrian canopies, fences, K-rail, trailers and other structures placed in the roadway shall be protected with crash cushions which comply with Federal and State standards. Such crash cushions shall be properly maintained at all times.
- d. Delineators, cones and other devices used to indicate the paths of travel for vehicles or bicycles shall be not less than 36 inches in height.
- e. A clearance of two (2) feet shall be maintained between any vertical obstruction and any adjacent travel lane. The term "vertical obstruction", includes barricades, cones, delineators, K-rail and any other devices or objects having a vertical dimension in excess of one (1) inch.
- f. A clearance of five (5) feet shall be maintained between any open excavation and any adjacent travel lane. Open excavations may also be protected by frangible k-rail or similar protective systems.
- g. C27(CA) OPEN TRENCH warning signs shall be provided on all approaches to any open excavation.
- h. Pictogram signs, such as R4-7, W21-1 and C9A(CA) shall be used in favor of signs with text messages.
- i. C40(CA) series signs shall be used only when shown on an approved plan. Their use is recommended only on streets with speed limits of 35 miles per hour or higher.

j. Temporary speed limit signs {C17(CA) series} shall be used only when shown on an approved plan. Such signs shall be displayed only during times when workers are present in the roadway, unless the temporary alignment requires them to be in place at all times. If C17(CA) signs are used, C17(CA)(END) signs shall also be used at the end of the work zone on each roadway where the C17(CA) signs are used.

k. If Temporary NO PARKING signs are used, they shall be posted in accordance with City requirements. Only signs issued by the City of Santa Monica shall be used. Such signs shall show hours and days appropriate to the needs of the job. 24-hour NO PARKING restrictions shall not be used unless there is a demonstrated need for such restrictions. Signs not in compliance with this section may be removed by the City at a cost to the user of \$57.90 per sign removed. Such costs shall be paid by the user before the work is accepted.

l. LANE CLOSED {SC11(CA)} signs shall be placed at 150 foot intervals throughout extended work areas in each lane that is closed.

m. At locations where sidewalks must be closed and no alternative pedestrian path of travel is provided, standard R9-series signs shall be utilized with signs provided in advance at the nearest signalized intersection or other City-approved crossing location. In addition, at locations where a sidewalk is closed and pedestrians might attempt to bypass the work area by walking in the roadway, R5-10c signs shall be provided in the roadway faced toward approaching pedestrians.

n. Construction which affects bike lanes shall be treated as described in the latest release from Caltrans regarding such activities, including modified signs SC11(CA) "BIKE LANE CLOSED" and W20-5 "BIKE LANE CLOSED AHEAD", as well as the W11-1 and W16-1 signs. To the extent possible, bike lanes shall be carried through temporary traffic control zones.

o. Temporary traffic control signs, devices and markings shall comply with the latest Federal and State standards.

p. Items required in order to comply with the General Notes shall be shown on the Plan.

**This document is subject to change
without notice.**

City of Santa Monica
Planning and Community Development
Department
Transportation Engineering and
Management Division
TEMPORARY TRAFFIC CONTROL PLAN
GENERAL NOTES

A. The term "USER" as used herein refers to the parties involved in the conduct of the work to which this Plan is applicable including, but not limited to: the owner, developer, contractor, subcontractor, traffic control provider or any other organization or individual who makes use of this Plan.

B. The term "DESIGNATED REPRESENTATIVE" as used herein refers to the individual designated by the Traffic and Parking Manager to act in matters related to the job.

C. By submitting this Plan for review by the City of Santa Monica, the User agrees to fully implement and comply with the Plan and these General Notes.

D. User further agrees that if any employee of the City of Santa Monica or any peace officer finds that the User is not in compliance with the Plan, said employee or peace officer may order the entire job shut down for 24 work hours, or the time it takes to correct the problem, whichever is longer. Such shut down hours do not include hours on Saturdays, Sundays or national holidays.

E. A copy of this Plan bearing the City's stamp with the purple message CONTENTS NOTED shall be maintained at the job site at all times. It shall be made available to any employee of the City of Santa Monica or to any peace officer within ten (10) minutes of a request for the Plan. Failure to provide a copy of the Plan within ten (10) minutes may result in the job being shut down as noted in D. above.

F. The Plan shall include the name, address and telephone number of the User (e.g., contractor) as well as the name and 24 hour telephone number of the Superintendent or other person responsible for work at the job site.

G. In the event that temporary traffic controls are left in place during times other than normal working hours, signs with the message EMERGENCY CALL and the phone number for the individual responsible for temporary traffic control for the job shall be placed at each approach to the temporary traffic control.

H. The User shall fully install and maintain the traffic controls as shown herein, as well as any additional traffic controls as may be necessary to ensure the safe movement of traffic and pedestrian through or around the Work Area and to provide maximum protection and safety for workers.

I. The User shall provide additional signs, barricades, caution tape and other items and flaggers as necessary to ensure that pedestrians do not enter the Work Area, even though such items may not be shown on this Plan.

J. Emergency vehicle access shall be maintained at all times, unless prior written approval is received from both the Traffic and Parking Manager, or the designated representative, and the Fire Marshal.

K. All traffic controls required by this Plan shall be installed, relocated or removed ONLY by a User holding a valid Class C-31 license as issued by the California Contractors State License Board. Alternatively, the traffic controls may be installed, relocated or removed by a User, competent in temporary traffic control, and holding a valid Class A license as issued by the California Contractors State License Board, subject to the prior written approval of the Traffic and Parking Manager, or the designated representative.

L. The Traffic and Parking Manager, or the designated representative, each, reserves the right to observe the Plan in use and to order the User to make any changes deemed necessary as field conditions warrant. Any such change shall supersede this Plan.

M. The User shall notify the Traffic and Parking Manager, or the designated representative, at (310) 458-8291 and by electronic mail at TransportationMgmt@smgov.net, the Santa Monica Police Department at (310) 458-8427, and the Santa Monica Fire Marshal at (310) 458-8674 not less than three (3) working days in advance of implementing this Plan or other detour.

N. The User shall notify the Big Blue Bus at (310) 451-5444 and Metro at (213) 922-6111 and any other affected transit service provider not less than three (3) working days in advance of implementing this Plan or other detour which affects any roadway on which transit service is provided.

O. Failure to make required notifications may result in the work being delayed until the notifications are properly made as noted in M. and N. above.

P. No signs, markings or other traffic control devices, other than those called for in this Plan shall be placed in the public right-of-way unless prior written authorization is received from the Traffic and Parking Manager, or the designated representative.

Q. No signs, markings or other traffic control devices shall be substituted for those shown in this Plan unless prior written authorization is received from the Traffic and Parking Manager, or the designated representative.

R. No vehicles, equipment or materials shall be staged, stored or parked outside the Work Area designated on the Plan unless prior written authorization is received from the Traffic and Parking Manager, or the designated representative.

S. The User shall comply with the requirements of the Americans with Disabilities Act (ADA) as related to pedestrian access and shall maintain pedestrian access at all times per ADA requirements.

T. All signs, stripes, delineators, barricades and other traffic control devices and their installation shall conform to the latest editions of the following documents: the State of California, Standard Specifications and, the California Manual on Uniform Traffic Control Devices. In the event of conflict between these

documents, the most stringent requirement shall apply. Sign sizes shall be those shown as "Standard", or larger, in the California Manual on Uniform Traffic Control Devices.

U. All traffic control devices shall be kept in their proper positions at all times, and shall be repaired, replaced or cleaned as necessary to preserve their maximum visibility and effectiveness. Devices to be in place for more than seven (7) days shall be affixed to fixed objects or pavement so as to prevent their movement. Signs to be in place for more than seven (7) days shall NOT be mounted on Type I or Type II barricades.

V. Conflicting striping or pavement markings shall be removed only by grinding or by SCACMD-approved sandblasting. Painting or taping over conflicting striping or pavement markings is not permitted.

W. Traffic signals shall remain in operation at all times. Traffic signal operation during construction phases shall be coordinated with, and approved by, the Traffic and Parking Manager, or the designated representative. User shall immediately notify the Traffic and Parking Manager, or the designated representative, of any damage to or malfunction of any traffic signal equipment or wiring. In the event the damage or malfunction causes the traffic signal to fail, the User shall immediately notify the Santa Monica Police Department at (310) 458-8427.

X. User shall cover or remove existing signs which conflict with the Plan.

Y. Signs not in active use shall be stored so that their messages are not visible to the public.

Z. Flaggers shall be provided as necessary to properly direct and control traffic, including motor vehicles, bicycles and pedestrians. Such flaggers shall at all times have in their possession documentation of training as set forth in Chapter 6E, FLAGGER CONTROL of the California Manual on Uniform Traffic Control Devices and as required by Section 1599 of the Construction Safety Orders as issued by the California Department of Industrial Relations, Division of Industrial Safety. Any flagger found without such documentation shall be immediately removed from the job site. The C28(CA) STOP / SLOW paddle shall be visible to motorists only while in the hand of a properly trained flagger.

AA. In the event steel plate bridging is used, plates shall be placed so that they do not move or make noise when vehicles pass over them. Plates shall be sld resistant. Whenever possible, plates shall be recessed into the pavement. Plates which extend more than one-half (1/2) inch above the surrounding pavement shall be ramped with temporary pavement with a slope not less than one (1) vertical to four (4) horizontal (1:4) in all directions. Warning signs WB-24 "STEEL PLATE AHEAD" signs shall be placed on all approaches to steel plates.

AB. In the event that temporary pavement, steel plate bridging or other construction activity causes the surface of one travel lane to be more than one-half (1/2) inch higher or lower than an adjacent travel lane, C41(CA) "uneven lanes" warning signs shall be installed on all approaches to the affected area.

AC. Any vertical pavement height difference of one (1) inch or more shall be provided with ramped temporary pavement with a minimum slope of one (1) vertical to four (4) horizontal (1:4) in all directions.

AD. A clearance of two (2) feet shall be maintained between any vertical obstruction and any adjacent travel lane. The term "vertical obstruction" includes barricades, cones, delineators, k-rail and any other devices or objects having a vertical dimension in excess of one (1) inch.

AE. A clearance of five (5) feet shall be maintained between any open excavation and any adjacent travel lane. Open excavations may also be protected by frangible K-rail or similar protective systems. C27(CA) OPEN TRENCH warning signs shall be provided on all approaches to any open excavation.

AF. Equipment which produces any sound exceeding 90dBa shall be used only between the hours of 10 a.m. and 3 p.m.

AG. Work hours are subject to City ordinance and shall be shown on the Plan.

AH. Temporary traffic control plans are valid only for the activities and locations specified in applicable City-issued permits.

AI. Temporary traffic control plans shall be valid for one year from the date shown hereon.

This document is subject to change without notice.



Application for Review of Temporary Traffic Control Plans

PLANNING & COMMUNITY DEVELOPMENT
1685 Main Street, Room 115, PO Box 2200
Santa Monica, CA 90407-2200 • 310.458.8291
traffic.engineering@smgov.net

- Submit completed form, at least 2 sets of the plan, and fees in person to counter staff. NO DROP-OFFS.
- Include a photocopy of this form with all subsequent review submittals. Include most recent marked up "redline" plan with submittal.
- When TTCP is received, it is placed in queue with other requests for service. Maximum review time is 60 business days each for first two reviews, maximum 90 business days for third/subsequent reviews. Expedited review available upon request (see below).

Temporary Traffic Control Location: _____

Job Address: _____ Number of Sheets: _____

(Number + Street Name)

☐ Check for Excavation Permit # _____ Notify transportation.planning@smgov.net when TTCP is approved

Public Works Permit No.: _____ Building Permit No.: _____

(If applicable)

(must provide one or the other)

(If applicable)

Applicant (MUST BE COMPLETED)

Name: _____ Email: _____

Address: _____

City, State, ZIP: _____ Phone: _____

Plan Preparer (MUST BE COMPLETED)

Name: _____ Email: _____

Address: _____

City, State, ZIP: _____ Phone: _____

Contractor (Do not leave blank. Complete as much as possible, write N/A if not applicable or TBD if still to be determined)

Name: _____ Email: _____

Address: _____

City, State, ZIP: _____ Phone: _____

C-31 Subcontractor (Do not leave blank. Complete as much as possible, write N/A if not applicable or TBD if still to be determined)

Name: _____ Email: _____

Address: _____

City, State, ZIP: _____ Phone: _____

Expedited Plan Review

Expedited plan review is available upon request at the time of submittal for an additional fee of \$251.49 for each two (2) sheets. Review time is no more than ten (10) business days and covers this submittal only. Submitter must sign below.

Name: _____ Signature: _____

Submitter (MUST BE COMPLETED, SIGNED and SUBMITTED IN PERSON AT City Hall, Permit Center Station E)

Preferred notification method when review is complete (Check **ONE ONLY**): ☐ US Mail ☐ Phone ☐ Email

Name: _____ Email: _____

Title: _____

Signature: _____ Phone: _____

City of Santa Monica Use Only

TTCP Application 01 JUL 15

Date Received: _____ Fees Waived by _____ Ext.: _____ Initial: _____

First two reviews review # of Pages _____ x Amt/Page \$241.86 = Amount \$ _____

Third and subsequent review # of Pages _____ x Amt/Page \$307.14 = Amount \$ _____

Paid by CA CK CC receipt # 1 TPOS- _____ Expedited Fee # of Pages _____ x \$251.49/each 2 pages = Amount \$ _____

TTCP # is last 4 digits of TPOS number + latest Rev # _____ Rev # _____ Rev # _____ Rev # _____ Total Amount Received \$ _____

City of Santa Monica
Planning & Community Development Department

**INSTRUCTIONS FOR APPLICATION FOR REVIEW OF
TEMPORARY TRAFFIC CONTROL PLANS**

This application must be filled out completely, legibly and accurately. The following paragraphs describe the information necessary to complete the application:

Temporary Traffic Control Location- Describe the **actual street location** where the plan will be implemented. (e.g., Main Street between 4th Avenue and 9th Avenue; or South side of Hill Street east of Lemon Avenue.)

Job Address – The address of the job site.

Number of Sheets – The total number of sheets of plans submitted.

Public Works Permit No. - The number of the permit to be issued by the Public Works Department in connection with the plan submitted, if applicable. This may be an Excavation Permit, Street Permit, Use of Public Property Permit, Crane Permit, Film Permit or any other permit issued by the Public Works Department.

Building Permit No. – The number of the Building Permit to be issued for the job, if applicable.

(MUST have either a Public Works Permit OR a Building Permit)

Applicant – The information of the party applying for the review of the plan. This must be completed.

Preparer – The information of the party that prepared the plan. This must be completed.

Contractor – The information of the Contractor performing the work at the job site. Provide as much information as possible.

C-31 Contractor – The information for the C-31 licensed Contractor responsible for implementing the traffic control shown on the plan. Provide as much information as possible.

Submitter – The information for the party submitting the plan for review. This must be completed. Mark **ONLY ONE** notification method.

Do not leave any space blank. If the same party is responsible for more than one of the above areas, the message "same as _____" may be used. Insert "N/A" if there is no information applicable to a space.

Please ask for help if you need it. Our staff is here to help you.

Strategic and Transportation Planning Division - Tel: 310.458.8291

Exhibit 6 : Work Plan Process

1 REIMBURSEMENT TO CITY

MTA shall reimburse City for City's costs incurred in performing services in accordance with a Work Plan. The issuance of a Work Plan shall obligate MTA to reimburse City in the manner provided by this Agreement. The term "Cost" shall mean the direct and indirect costs incurred by City for activities or work performed or materials acquired in accordance with the terms of this Agreement. Direct costs shall include allowable labor costs spent performing work under this Agreement by approved and designated positions and/or individuals. Indirect costs shall be computed based upon the indirect cost rates approved annually for the City by its cognizant agency (currently the United States Department of Labor pursuant to Circular A-87 of the Office of Management and Budget and Publication OASC-10), for allocation to Federally funded or State funded contracts. Unless the Internal Revenue Service and the California Public Utilities Commission issue regulations or rulings to the contrary, reimbursable costs will not include taxes purportedly arising or resulting from MTA payments to City under this Agreement. Notwithstanding and in lieu of the foregoing, a fixed price for certain permits may be established upon mutual agreement of the Parties, as set forth in the applicable Work Plan.

2 WORK PLAN, BILLINGS

2.1 Work Performed by City

"Work Plan" means all work and services performed by City under this Agreement, as approved by MTA and City. Consistent with its own staffing and workload requirements, City shall allocate staff and other resources as it deems appropriate to provide the service identified and agreed upon in Work Plan.

2.2 Work Plans

MTA and City will cooperate to develop a mutually agreeable annual Work Plan for the Project for each Fiscal Year in accordance with the following provisions:

2.2.1 Not later than February 28 of each calendar year during the term of this Agreement, MTA shall provide City with information with respect to anticipated Permitting requirements and proposed Work Plan. MTA's provided information shall include a list of each item of work that MTA anticipates to request from City with respect to the Project during the upcoming Fiscal Year. Within thirty (30) Days after receiving the required information from MTA, City shall submit a preliminary annual Work Plan to MTA for the Project that requires work by City during the upcoming Metro Fiscal Year, which will include an estimated amount of money that City will require reimbursement for work performed, a detailed description of individual staffing for such work, including anticipated tasks and hours for each individual, and purchase of requested items.

2.2.2 For each Fiscal Year, following MTA's receipt of the preliminary annual work plans, City and MTA shall negotiate in good faith to finalize such annual Work Plans, not later than March 30 prior to the commencement of such Fiscal Year:

2.2.3 For each Fiscal Year, within 60 Days after City's submittal to MTA of the final annual work plans and agreed upon by the Parties, MTA shall issue a Work Plan to City identifying each item of work MTA anticipates City will perform through the end of the Fiscal Year, the amount of money City and MTA agreed that City will be reimbursed therefor, and the anticipated schedule City will be required to meet in performance of such work. City acknowledges that such Work Plan may be subject to amendments (including additions, deletions and modifications) may be issued throughout the Fiscal Year as deemed appropriate by MTA for the Project, as approved by the City by signing off the amendment to the Work Plan.

2.3 Work Plan Changes

2.3.1 Any proposed changes to a Work Plan issued under this Agreement shall be submitted in writing to MTA for its prior approval. If MTA fails to respond in writing to a requested change within 20 Days, the change shall be deemed accepted. However, any proposed change occasioned by emergency field construction difficulties may be submitted to MTA orally or by telephone, and shall subsequently be confirmed in writing by City. In such event, MTA agrees to act on such request as promptly as possible, and MTA's lead field engineer may convey MTA's decision orally, to be confirmed subsequently in writing.

2.3.2 MTA, at its sole discretion, may terminate a Work Plan for City performed work at any time, but will reimburse City in accordance with this Agreement for Costs, if any, already reasonably incurred by City. If MTA terminates any such Work Plan, which allowed work under a City Permit(s), the City may terminate such City Permit(s).

2.3.3 City agrees to notify MTA if at any time City has reason to believe that the Costs which it expects to incur in the next 60 Days under any Work Plan, when added to all Costs previously incurred, will exceed 75% of the total Costs specified in the Work Plan, or if at any time City has reason to believe that the total Costs under said Work Plan will be in excess of ten percent (10%) than previously estimated Costs or that the estimated finishing date will be later than the date stated in the Work Plan. City will request written revisions of Work Plans in the event of anticipated cost overruns or completion delays; provided, however, that any such revision is subject to MTA's approval, and MTA may withhold its approval of any modification of scheduling requirements in its sole discretion. Without MTA's prior approval, City will not be reimbursed for Costs expended in excess of maximum amounts stated in a Work Plan. In addition to monthly billing statements, City agrees to submit a report to MTA each month, setting forth the hours City has billed for the prior month under a specified Work Plan, with a cost break down describing the nature of the work performed and the individuals (identified by position) performing such work. Each such report shall identify any cost overruns by the City for the budgeted month with respect to outstanding Work Plan.

2.4 Procedures for City Billing to MTA

The Parties agree that the following procedures shall be observed for City's submission of progress billings to MTA for work performed by City under a specific Work Plan:

2.4.1 City's billings shall begin within 90 Days following the commencement of work under a specific Work Plan, and shall follow the standard City billing procedures. Invoices for each billing shall be submitted on the form referred to ("Invoice Form"), along with all required data and documentation required by the Invoice Form. MTA shall provide City with a copy of the Invoice Form prior to the commencement of City's billings. City shall not be entitled to receive payment for any invoice not timely or otherwise sufficiently submitted, or for any invoice otherwise billing for work or services performed more than 90 days prior to such billing. Incomplete or inaccurate invoicing Forms submitted by City shall not be considered by MTA and shall be returned to City for re-submittal within 20 Days of receipt. Any such non-conforming submittals shall not entitle City to an extension of the submittal deadlines set forth in this Exhibit.

Each Invoicing Form shall be labeled as either "progress" or "final," shall be addressed to the MTA, and shall include a certification that the charges identified in such billing were appropriate and necessary to performance of the referenced contract and have not previously been billed or paid. The final billing, with a notation that all work covered by a specific Work Plan has been performed, shall be submitted to MTA within 90 Days following the completion of the work, shall recapitulate prior progress billings, shall show inclusive dates upon which work billed therein was performed, and shall include a certification that the charges identified in such billing were appropriate and necessary to performance of the referenced contract and have not previously been billed or paid.

2.4.2 The City's Finance Department shall be the City's "Billing Agency" and will process all billings and collect and disburse funds.

2.5 Payment of Billings

Payment of each bill timely and properly submitted pursuant to Exhibit 7 Section 2.4 shall be due within forty (40) Days of receipt thereof; provided, however, that (a) all such payments shall be conditional, subject to post-audit adjustments, (b) City may stop any works pursuant to MTA's work plan if MTA fails to issue payments to any parts of City's billings within forty (40) Days and without written notification to City regarding the reasons of delay for such as disputed billings.



Board Report

File #: 2018-0114, **File Type:** Contract

Agenda Number: 29.

REVISED
SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE
MAY 17, 2018

**SUBJECT: P3010, LIGHT RAIL VEHICLE PROCUREMENT
CONTRACT KINKISHARYO**

ACTION: APPROVE RECOMMENDATION

RECOMMENDATION

APPROVE a Modification to Contract No. P3010 with Kinkisharyo International, LLC for four (4) Request for Changes (RFC); RFC No. 1 Addition of Back-up Train Operator Display for a firm fixed price of \$1,589,240, RFC No. 2 Addition of Color Route ID to Exterior Signs for a firm fixed price of \$1,715,638, RFC No. 3 Addition of Exterior Rear View Mirrors for a firm fixed price of \$1,122,336, and RFC No. 6 Addition of Interior Route Information Signs for a firm fixed price of \$1,260,476, all for a combined firm fixed amount of \$5,687,690, increasing the total Contract value from \$914,667,177 to \$920,354,867. The contract increase is within the Life of Project Budget.

ISSUE

During the exercise of the P3010 Base Order contract, Metro issued 11 Request for Changes (RFCs) to Kinkisharyo (KI) to enhance vehicle performance and passenger experience. Contract Modifications for the 11 RFCs were successfully executed and implemented on the Base Order vehicles. To maintain consistency in fleet configuration, staff recommends applying the previously approved changes to the remaining 157 Option Light Rail Vehicles (LRV). These four RFCs exceed the Chief Executive Officer's delegated negotiating authority of \$1,000,000, so staff is requesting Board approval for Contract Modification Authority.

DISCUSSION

In April 2012, the P3010 LRV contract, for a base order of 78 LRVs, was awarded to Kinkisharyo. The contract includes four options for an additional 157 LRVs which were subsequently awarded. To date, KI is delivering safe, reliable, and maintainable vehicles on time and within budget.

To maintain consistency in fleet configuration, staff recommends applying the previously approved changes to the remaining 157 Option LRVs to enhance vehicle performance and passenger experience. Metro staff is requesting Board approval of the following four RFC's which exceed Metro's Chief Executive Officer's delegated negotiating authority of \$1,000,000:

- 1) RFC No. 1: Addition of back-up Train Operator Display (TOD). This change allows for safe and uninterrupted operation in the event that the primary TOD fails.
- 2) RFC No. 2. Add Color Route ID to Exterior Signs. This change enhances the passenger experience by facilitating recognition of the Metro line.
- 3) RFC No. 3: Installation of Exterior Rear View Mirrors. This change allows for safe and uninterrupted operation in the event the exterior rear view cameras fail.
- 4) RFC No. 6: Addition of Interior Route Information Signs. This change allows for 4 monitors (2 per LRV half) to be mounted in select locations for display of route information and service announcements.

Application of these changes is required to ensure a consistent fleet configuration and preserve enhanced levels of vehicle performance and passenger experience. Additionally, application of these changes will have no impact to project schedule and is within the remaining contingency of the Life of Project budget.

Metro staff is finalizing negotiations with KI on seven remaining RFC's. Most of the remaining changes are expected to be approved under staff delegated authority. Any RFCs that exceed Metro's CEO's \$1,000,000 negotiating authority will be presented to the Board for approval.

Based on staff's review of all cost elements, fact finding, and negotiations, it is recommended to proceed with the Contract Modification further described in Attachment A.

As further described in Attachment C, the current contract with KI includes a Disadvantaged Business Enterprise (DBE) participation goal that is monitored directly through the FTA's Transit Vehicle Manufacturer program, and a U.S. Employment Program commitment of wages and benefits resulting from new job creation monitored by Metro. KI has met and exceeded Metro's U.S. Employment Program Contract commitment of creating \$98 million in wages and benefits for new workers supporting our P3010 program. KI has met that commitment two years earlier than required and has currently created \$101.8 million in wages and benefits for new workers. KI's estimate for new workers at Contract award was 250 new hires. Thus far KI and its suppliers have hired over 600 new workers nationwide, including more than 450 new workers in Los Angeles County.

DETERMINATION OF SAFETY IMPACT

This board action will not have an impact to safety; however, it does enhance vehicle performance and passenger experience.

FINANCIAL IMPACT

Adoption of the recommendation to approve the 4 RFC's will increase the contract price by \$5,687,690, from \$914,667,177 to \$920,354,867. This amount is within the P3010 project LOP of \$972,000,000. Funding for these changes as outlined are included in the FY19 budget in Cost Center 3043 - Strategic Vehicle and Infrastructure Delivery, Account 53105 - Acquisition of Revenue Vehicle, Project 206035 - P3010 LRV Project including options.

Since this is a multi-year contract, the Cost Center manager and Project Manager will ensure that the balance of funds are budgeted in future years, including all options exercised.

Impact to Budget

The current source of funds for this action is Measure R, Federal STIP, and Proposition A Bonds. These funding sources maximize allowable fund use given funding provisions.

ALTERNATIVES CONSIDERED

Should the Board choose not to approve staff's recommendation for the changes recommended in actions A through D, above, Metro operations will be required to support two different fleet configurations with different levels of performance and passengers will be subjected to vehicles with different levels of amenities. This alternative is not recommended as it will add additional burden to Metro Operations and passengers will be subjected to different levels of service.

NEXT STEPS

Upon Board approval, staff will execute RFC Nos. 1, 2, 3, and 6, proceed with implementation of the changes outlined above, and continue delivery of the P3010 option order vehicles.

ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - Contract Modification Authority (CMA) Summary

Attachment C - DEOD Summary - **REVISED**

Prepared by: Annie Yang, Sr. Director of Rail Vehicle Acquisition, (213) 922-3254

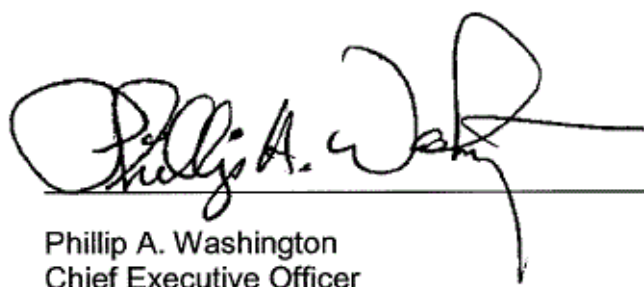
Wayne Okubo, Director of Contract Administration, (213) 922-7466

Stephanie Kaping, Manager of Administration & Financial Services, (213) 418-3278

Jesus Montes, Senior 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

P3010 LIGHT RAIL VEHICLES

1.	Contract Number: P3010		
2.	Contractor: Kinkisharyo International LLC		
3.	Mod. Work Description: The Contractor will perform configuration changes to the 157 Option LRVs that were performed on the 78 Base LRVs to maintain vehicle configuration consistency. These configurations changes are : a) RFC No. 1 - Addition of Back-up Train Operator Display for \$1,589,239.96 b) RFC No. 2 - Addition of Color Route ID to Exterior Signs for \$1,715,638.35 c) RFC No. 3 - Addition of Exterior Rear View Mirrors for \$1,122,336.10 d) RFC No. 6 - Addition of Interior Route Information Signs for \$1,260,476.01		
4.	Contract Work Description: New Light Rail Vehicles		
5.	The following data is current as of: 4/2018		
6.	Contract Completion Status		Financial Status
	Contract Awarded:	4/2012	Contract Award Amount: \$890,142,275, inclusive of Options 1 through 4.
	Notice to Proceed (NTP):	8/2012	Total of Modifications Approved: 29
	Original Complete Date:	2/2017 (Base only)	Pending Modifications (including this action): 1
	Current Est. Complete Date:	6/2021 (including options)	Current Contract Value (with this action): \$920,354,867
7.	Contract Administrator: Wayne Okubo		Telephone Number: (213) 922-7466
8.	Project Manager: Jason Yaw		Telephone Number: (213) 922-3325

A. Procurement Background

This Board Action is to approve Contract Modification No. 30 for vehicle configuration changes on the 157 Option light rail vehicles.

This Contract Modification will be processed in accordance with Metro's Acquisition Policy and the contract type is a firm fixed price.

In April 2012, Contract No. P3010 was awarded to Kinkisharyo International LLC., in the firm fixed price amount of \$299,061,827, for the manufacturing and delivery of 78 light rail vehicles (LRV) for the base contract buy. The Board also authorized the CEO to negotiate and award up to four Contract Options totaling \$591,080,448 for up to 157 additional LRVs. These four options were executed in August 14, 2013 (Options 1 and 4) and July 31, 2015 (Options 2 and 3).

This Contract Modification is to enable KI to perform configuration changes to the 157 Option LRVs that were performed on the 78 Base LRVs to maintain vehicle configuration consistency.

B. Cost/Price Analysis

The recommended price has been determined to be fair and reasonable based upon MAS audit, independent cost estimates, cost analysis, technical evaluation, fact finding, and negotiations.

RFC No. 1. The Metro ICE underestimated values for installation labor and materials resulting in the 15% differential.

RFC No. 2. Initial proposal omitted cost elements for escalation, test equipment, and spares, discovered during fact finding, resulting in the higher negotiated amount.

	Proposal Amount	Metro ICE	Negotiated Amount
RFC 1	\$1,660,487	\$1,348,630	\$1,589,240
RFC 2	\$1,602,248	\$2,165,658	\$1,715,638
RFC 3	\$1,149,620	\$1,169,150	\$1,122,336
RFC 6	\$1,299,400	\$2,548,424	\$1,260,476
TOTAL	\$5,711,755	\$7,231,862	\$5,687,690

CONTRACT MODIFICATION AUTHORITY (CMA) SUMMARY**P3010 LIGHT RAIL VEHICLES**

Contract Modification No.	Description	Status	Estimated Cost
N/A	Award Base Contract	Approved	\$ 299,061,827.00
1	Modify SP-27 US Employment Plan, Section B – New FTE Positions	Executed	\$ 0.00
2	Exercise Contract Option No. 1 for \$104,428,419 and Option No. 4 for \$261,893,225 and Period of Performance	Executed	\$ 336,321,644.00
3	Revise Period of Performance to include 30 days retooling period after delivery of last car on prior order	Executed	\$ 0.00
4	Modify applicable commercial Specs and Technical Specs for Request for Change No. 9 LED on Recording Cameras. Increase Contract Amount for the Base Buy by \$120,362.19	Executed	\$ 120,362.19
5	Modify Applicable Commercial Specs and Technical Specs for Request for Change No.10 - Door Close Operator Alert. Increase Contract Amount for the Base Buy by \$74,763.06	Executed	\$ 74,763.06
6	Modify Applicable Commercial Specs and Technical Specs for Request for Change No.11 Train Operator Log In. Increase Contract Amount for the Base Buy by \$253,955.52	Executed	\$ 253,955.52
7	Modify Applicable Commercial and Technical specs for RFC No. 14 for revising car number to four digits	Executed	\$ 0.00
8	Modify Applicable Commercial and Technical specs for RFC No. 1 for the addition of a backup train operator display	Executed	\$ 861,695.00
9	Modify Applicable Commercial and Technical specs for RFC No. 8 Location for Emergency Tool Enclosures	Executed	\$ 0.00
10	Deleted	Not Executed	\$ 0.00
11	Exterior Rear View Mirrors	Executed	\$ 677,317.00
12	Sandbox Location	Executed	\$ 548,242.00
13	RFC No. 13 - Adding Graphic Display	Executed	\$ 355,848.00
14	Revised Invoice Procedures	Executed	\$ 0.00
15	RFC No. 2 - Exterior route signs with color ID	Executed	\$ 1,206,791.85
16	RFC No. 6 - Interior Route Information Signs	Executed	\$ 1,274,944.00
17	Escalation Increase in accordance with CP-09 entitled "Option Prices and	Executed	\$ 6,534,165.00

ATTACHMENT B

	Adjustment” for Option 1 and Option 4		
18	Exercise of Contract Options 2 and 3	Executed	\$ 224,758,804
19	Addition of Interior Route Information Signs – Design Change	Executed	\$ 169,146.00
20	Cab Console – Door Control	Executed	\$ 194,439.00
21	Vehicle Scale Model	Executed	-\$ 75,000.00
22	Escalation Increase in accordance with CP-09 entitled “Option Prices and Adjustment” for Option 2 and Option 3	Executed	\$ 11,651,376.00
23	Transport of three LRVS (No. 1003, 1014, and 1016)	Executed	\$ 30,647.00
24	Windshield wipers and brake cut out skirt openings	Executed	\$ 248,892.03
25	Revision of SP-04 entitled “Approved Subcontractors and Suppliers” list	Executed	\$ 0.00
26	Extension of Time Base Contract from 53 to 56 months	Executed	\$ 0.00
27	Transport of 19 railcars from Monrovia to Green Line	Executed	\$ 205,571.00
28	Modification of CP-02. Modification changes the percentage for the Conditional Acceptance and Final Acceptance Milestones	Executed	\$ 0.00
29	Crenshaw Line Tie-In Support	Executed	\$ 191,747.16
30	Award RFC No. 1 for Addition of Train Operator, RFC No. 2 for Color Route ID, RFC No. 3 for Addition of exterior rear view mirrors, and RFC No. 6 for Interior route information signs	Recommended for Approval	\$5,687,690.42
	Subtotal – Negotiated and In Process Changes		\$914,667,177.16
	Subtotal – Negotiated and Recommended for Approval		\$0.00
	Subtotal — Negotiated but Not Executed, Recommended Approval for CEO to negotiate and execute (Pending)		\$5,687,690.42
	Total Estimated Modifications Including Pending Changes		\$621,293,040.58
	Prior CMA Authorized by the Board (CMA 10% of aggregate amount of original award plus Options 1-4)		\$89,014,227.10
	Increased CMA requested		\$0.00
	Total CMA including this action		\$12,027,051.58
	Remaining CMA for Future Changes		\$76,987,175.52

DEOD SUMMARY

P3010 LIGHT RAIL VEHICLES

A. Small Business Participation

Kinkisharyo International, LLC is a Transit Vehicle Manufacturer (TVM) and is on the Federal Transit Administration's (FTA) list of eligible TVMs with an Disadvantaged Business Enterprise (DBE) overall goal methodology, in compliance with 49 Code of Federal Regulations (CFR) Part 26.49(a)(1). TVMs submit overall DBE goals and report participation directly to FTA. As such, Kinkisharyo International, LLC reported that it submitted its overall DBE goal of 2.3% to FTA for FY18. On May 4, 2018, Kinkisharyo confirmed that it reported 6.8% DBE participation from April 1, 2017 to September 30, 2017 in its last semi-annual report to FTA.

B. Living Wage and Service Contract Worker Retention Policy Applicability

The Living Wage / Service Contract Worker Retention Program 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.

E. United States Employment Plan Program (USEP)

United States Employment Plan Program is applicable on this contract. Staff has been monitoring progress on all USEP commitments, including the contractual commitment in creating employment opportunities in the U.S. The Contractor Kinkisharyo has currently created over 600 new jobs nationwide, including 450 in Los Angeles County to support this project, totaling \$101.8 million ~~\$66,247,128~~ in new wages and benefits through the last Quarterly reporting period, January 2018.



Metro

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

Board Report

File #: 2018-0219, **File Type:** Federal Legislation / State Legislation (Position)

Agenda Number: 36.

REVISED
EXECUTIVE MANAGEMENT COMMITTEE
MAY 17, 2018

SUBJECT: STATE LEGISLATION

ACTION: ADOPT STAFF RECOMMENDED POSITION

RECOMMENDATION

ADOPT staff recommended position:

A. Senate Bill 961 (Allen) - Enhanced Infrastructure Financing Districts **SUPPORT IF AMENDED**

ATTACHMENTS

Attachment A - SB 961 (Allen) Legislative Analysis

Prepared by: Michael Turner, Deputy Executive Officer, Government Relations, 213-922-2122
Desarae Jones, State Affairs Administrator, Government Relations 213-922-2230

Reviewed by: Pauletta Tonilas, Chief Communications Officer, (213) 922-3777

A handwritten signature in black ink, appearing to read 'Phillip A. Washington', written over a horizontal line.

Phillip A. Washington
Chief Executive Officer

BILL: SENATE BILL 961
AS AMENDED MARCH 22, 2018

AUTHOR: SENATOR BEN ALLEN (D- SANTA MONICA)

SUBJECT: ENHANCED INFRASTRUCTURE FINANCING DISTRICTS

STATUS: SENATE FLOOR

ACTION: SUPPORT IF AMENDED

RECOMMENDATION

Staff recommends that the Board of Directors adopt a SUPPORT IF AMENDED position on Senate Bill 961 (Allen).

ISSUE

Senator Ben Allen (D-Santa Monica) has recently amended Senate Bill 961, which would enact the Second Neighborhood Infill Finance and Transit Improvements Act (NIFTI-2) to authorize the creation of an additional version of Enhanced Infrastructure Financing Districts (EIFDs) to increase transit-oriented development and affordable housing.

Specifically, this bill:

- Allows for the formation of a second Infill Finance and Transit Improvements Act, or NIFTI-2 within one half mile of a rail transit station;
- Allows a city or county to adopt a resolution to allocate its tax revenues to a NIFTI-2, including revenues derived from its local sales and use taxes,
- Specifies that the 40% of the funds are to be used for affordable housing;
- Specifies the income levels that would be eligible for the affordable housing;
- Authorizes a NIFTI-2 to sell bonds without voter approval;
- Allows NIFTI-2 funds not allocated for housing to be used to facilitate access to transit similar to those permitted under the Affordable Housing Sustainable Communities Program, which funds infill and compact development near transit;
- Direct the Office of Planning and Research (OPR) to evaluate the effectiveness of the various tax increment financing authorities that currently exist and to conduct a study evaluating the impacts of extending NIFTI-2 to apply to areas around bus stops and Bus Rapid Transit and make recommendations to the Legislature; and
- Clarifies provisions related to public work contracts and the public process to community revitalization investment authorities.

DISCUSSION

SB 961 would create an additional option to use the EIFD model to fund various infrastructure improvements. Currently EIFD's are allowed to use their sales tax revenues for affordable housing and infrastructure improvements. This bill would create another pathway to creating EIFD's and a more streamlined process by allowing a district to sell bonds without a vote if a certain percentage of the funds are dedicated to affordable housing.

This bill would create an additional pathway to supporting affordable housing around transit stations. The bill expands upon the existing EIFD law by creating another tool to support these investments. Staff believes it is important to support efforts to increase funding for affordable housing near transit. Staff would like to confirm with counsel and the author that Metro's current sales tax measures would not be impacted by the proposed legislation. Pursuant to discussion at the Executive Management Committee meeting the revised staff recommendation reflects the position to work with the author to seek amendments that would protect Measure M, R and other transportation tax revenues for their intended purpose. The revised position of SUPPORT IF AMENDED will also allow time for staff to evaluate the potential impacts to sales tax revenue. Staff recommends that the Board adopt a SUPPORT IF AMENDED position on the measure SB 916 (Allen) as amended.

DETERMINATION OF SAFETY IMPACT

There is no determined safety impact due to the enactment of the proposed legislation.

FINANCIAL IMPACT

There is not direct financial impact to Metro however the bill would create a new funding opportunity for affordable housing near transit.

ALTERNATIVES CONSIDERED

Staff has determined that the Board could opt to take an OPPOSE or Neutral position on the measure, however this is counter to the Board Adopted 2018 State Legislative Program Goal #2, which outlines Metro's support for legislation that would enhance opportunities for Value Capture or related concepts and mechanisms to fund transportation infrastructure or promote Transit-Oriented Developments and Metro's Transit Oriented Communities strategy.

NEXT STEPS

Should the Board decide to adopt a SUPPORT IF AMENDED position on this measure; staff will communicate the Board's position to the author and work to ensure that Metro's priorities are included in the final version of the bill. Staff will continue to keep the Board informed as this issue is addressed throughout the legislative session.



Metro

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

Board Report

File #: 2018-0214, File Type: Motion / Motion Response

Agenda Number: 37.

REVISED
EXECUTIVE MANAGEMENT COMMITTEE
AD HOC CUSTOMER EXPERIENCE COMMITTEE
MAY 17, 2018

SUBJECT: HOMELESS OUTREACH

ACTION: APPROVE RECOMMENDATIONS

RECOMMENDATION

CONSIDER:

- A. AUTHORIZING the Chief Executive Officer to expand the Multidisciplinary Homeless Outreach Program (C3) from 2 to 8 outreach teams operating seven days a week on Metro rail, bus and at Union Station. Staffing levels will be assessed annually thereafter; and
- B. RECEIVING AND FILING Metro's inventory planning assessment for homeless temporary housing.

ISSUE

At the March 22, 2018 ~~April 26, 2018~~ Board meeting Motion 14.1 by Directors Ridley-Thomas, Garcetti, Fasana, and Kuehl (**Attachment A**) was approved to return to the board in May 2018 as part of the FY19 Budget deliberations, with recommendations on extending the Pilot Multidisciplinary Homeless Outreach Program on an ongoing basis, including expanding the program to various lines and stations experiencing homelessness. The Board also requested that staff inventory Metro-owned real estate to determine what can be used for temporary housing of the homeless.

BACKGROUND

Metro has been impacted LA County's homeless crisis. According to the Greater Los Angeles Homeless Count, approximately 58,000 people in LA County are homeless and two-thirds are without shelter. Due to the lack of available shelter space and 24-hour operating shelters County-wide, homeless individuals have taken to Metro's system and properties for shelter. In spring 2016, at the direction of Metro's CEO, Metro's Homeless Task Force was assembled to address the impact of homelessness onto Metro. Metro's Transit Homeless Action Plan (**Attachment B**) was received and approved by the Board in February 2017 and was quickly put into action.

Implementation of Metro's Transit Homeless Action Plan and Metro's Broader Homeless Efforts

Metro's Transit Homeless Action Plan prioritizes the customer experience, safety and security and provides comprehensive and holistic responsive outreach to the homeless on Metro (**Attachment C**). The Action Plan's key components include coordinating homeless outreach among Metro law enforcement, deploying homeless outreach teams (Multi-Disciplinary Teams/ C3 Teams), partnering with homeless connect days, partnering with LA County, LA City and Long Beach City and aligning Metro's workforce development efforts to identify job opportunities.

Metro has taken major steps in furtherance of the Action Plan's stated initiatives. On May 22, 2017 Metro deployed the Board directed pilot program to provide homeless outreach through two dedicated C3 teams along the Red Line. Since conducting outreach over the last eleven months Metro's C3 teams have made 2,542 homeless contacts and have placed approximately 12% of these contacts into permanent housing. As of July 1, 2017, Metro adopted a multi-pronged law enforcement approach employing LA City Police Department and Long Beach PD along with the LA County Sheriff's Department. This deployment model has enhanced Metro police presence on bus and rail and the ability to utilize their respective homeless outreach police services to engage the homeless and place them into services. Their work is coordinated with Metro's C3 teams and the LA County Department of Mental Health (DMH).

Metro continues to enhance coordination and homeless resources through LA County, LA City, and Long Beach City onto Metro. Officers provide resource information from their respective cities and when necessary transport that individual to homeless resources. Through partnerships, Metro has obtained homeless resources under LA County's Measure H-providing that Metro will share twenty outreach workers with other County-wide government properties to get the homeless into housing. These teams, which are in addition to the dedicated Metro outreach team, will engage homeless on Metro property up to the fare gates, the exception being the 7th/ Metro Station where teams will engage homeless on system platforms. Metro will identify any additional funding opportunities through both the County and City of Los Angeles.

Homeless Connect Days adjacent to rail stations provide additional opportunities for homeless to be linked to resources. Over the last few months, Metro has partnered with existing Homeless Connect Days hosted by the Service Planning Areas (SPAs). In addition to having our Red Line C3 Teams connect homeless on the line to services during hours of outreach, Metro's Mobile Customer Center (MCC) attends Metro property- adjacent connect days to provide information and resources available to the homeless under the Metro L.I.F.E.. program (Low-Income Fare is Easy). In addition to providing these resources, Metro also provides work force development opportunities to the homeless. As such, Metro's Project Labor Agreement includes the homeless as an eligible worker to meet the workforce participation goals. In addition, the Metro WIN-LA Program (Workforce Initiative Now) partners with the Weingart Center to provide workforce opportunities to formerly homeless individuals to allow them to become self- sufficient members of society.

As active participants of Mayor Garcetti's Unified Homeless Response Center (UHRC), staff is coordinating with proper parties to collaborate on homeless response where appropriate and to provide heat-map location information of Metro's homeless presence as provided by our C3 teams and officers.

DISCUSSION

Expansion of Multidisciplinary Homeless Outreach Teams

The Board motion calls for consideration of an expansion of the Pilot Multidisciplinary Homeless Outreach Teams (MDT) Program. Currently, the two pilot homeless outreach teams conduct outreach on the Red Line exclusively from the hours of 7am to 4pm, Monday through Friday while homeless services are open. In an effort to provide homeless outreach across the system inclusive of bus and rail during peak homeless presence, Metro's proposal considers the input of the Department of Health Services, our current C3 teams, operator, and officer feedback. The proposal has also been vetted by Metro's Homeless Task Force. Our outreach provider is prepared to engage in creative methods to keep the homeless interested in services during service gap periods. The program will be assessed on a yearly basis as the landscape of homeless services across the County are continually changing and expanding through Measures H and HHH.

Recommendation: Expand pilot program from 2 teams operating 5 days a week to a total of 8 teams, operating 7 days a week for a one-year period. **Approx. Cost-** \$4,207,125

	RAIL	BUS	UNION STATION
COVERAGE	All Rail Lines	Owl Service	On Site
DEPLOYMENT	AM: 3 Teams PM: 3 Teams	PM: 1 Team	PM: 1 Team

*AM: 6:30am- 3:30pm; PM: 11:30pm- 8:30am; Briefing for AM & PM teams: 7am-8am

In the recommended proposal, homeless outreach will be provided to all rail lines, owl bus service and Union Station property. To allow for a warm-hand-off of engaged homeless from AM and PM teams briefings will occur daily from 7am to 8am. Through the Metro Transit Watch App, customers will be able to report homeless presence on Metro and that individual will be engaged by our MDT designated to that location. Understanding that homeless must voluntarily accept services per the law, the ongoing presence of Metro's MDTs will build a relationship between outreach and the homeless to ultimately get the homeless housed. In measuring MDT effectiveness, Metro will consider:

- the number of homeless contacts made on the system;
- the number of homeless placed into housing; and
- direct feedback from customers through the Metro Customer Service Survey.

Real Estate Metro Inventory Planning Assessment for Potential Homeless Temporary Housing

The Metro owned properties included in **Attachment C** have been identified as potential sites to support temporary housing because of the following conditions:

- (1) Immediately available;
- (2) Have not been identified for future development; and
- (3) Park and Ride utilization is less than 50%

Properties that are too remote either for access or are isolated from services are not considered. Park-n-ride lots that are utilized heavily are not considered in order to minimize the impact on the transit customer experience. All locations provided are tiered based on proximity to stations and are comprised of one or more sites. *Tier 1* is adjacent or near a Metro station. *Tier 2* is within one mile of a station. *Tier 3* is more than a mile from the station.

In addition to identifying an inventory of potential locations for temporary housing, considerations that the requesting entity/jurisdiction provides the appropriate indemnification, and that matters, including costs, pertaining to public safety, maintenance, hygiene and logistics are adequately addressed and do not become Metro's responsibility, are the required elements to ensure a potential site is suitable for temporary housing.

FINANCIAL IMPACT

Homeless MDT Expansion

~~Eight Teams at approximately, \$4,207,125 annually of System Security & Law Enforcement budget. Upon approval, funding for the project will be captured in the FY19 operating budget: Cost Center: 2610 | Project: 306006 | Task: 01.001|.~~

Expansion of the MDT to eight teams will cost \$4,207,125 annually. Funding for the project is included in the FY19 operating budget in Cost Center 2610, Project 306006. If this project is extended beyond FY19, the cost center manager and Chief, System Security and Law Enforcement will be responsible for budgeting funds in future years.

Impact to Budget

The source of funds for this program will be General Funds, which are eligible for bus and rail capital and operations.

ALTERNATIVES CONSIDERED

Homeless MDT Expansion

Alternative 1- Current Model: 2 teams, 5 days a week, 1 year. **Approx. Cost-** \$1,200,000

	RAIL	BUS	UNION STATION
COVERAGE	Red Line Only	None	None
DEPLOYMENT	AM: 2 Teams	None	None

This alternative is not recommended as staff has determined that there is a need to expand the number of MDT's on the system beyond one line based upon the demand of the homeless crisis required outreach.

Alternative 2- 4 Teams, 7 a week, 1 year. Approx. Cost- \$2,250,000

	RAIL	BUS	UNION STATION
COVERAGE	Red/ Gold/ Green	Owl Service	On Site
DEPLOYMENT	AM: 1 Team PM: 1 Team	PM: 1 Team	PM: 1 Team

This alternative is not recommended as it provides limited rail outreach. While a cost savings, the homeless hot spot data, operator and police feedback is that outreach is needed on all lines for more than a few hours a week.

NEXT STEPS

Staff will modify the contract with the County to support the expansion of the homeless outreach teams.

ATTACHMENTS

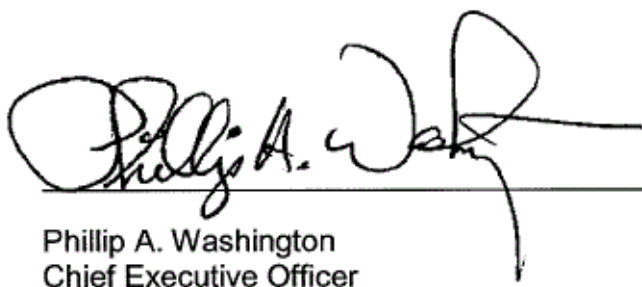
Attachment A - Motion 14.1 for MDT Expansion and Real Estate Inventory

Attachment B - Metro Transit Homeless Action Plan

Attachment C - Metro Temporary Housing Inventory

Prepared by: Jennifer Loew, Manager, System Security and Law Enforcement Special Projects (213) 922-2346

Reviewed by: Alex Z. Wiggins, Chief, System Security and Law Enforcement, (213) 922-4433
Therese McMillan, Chief Planning Officer, Countywide Planning and Development, (213) 922-7077
Stephanie Wiggins, Deputy Chief Executive Officer, (213) 922-1023



Phillip A. Washington
Chief Executive Officer

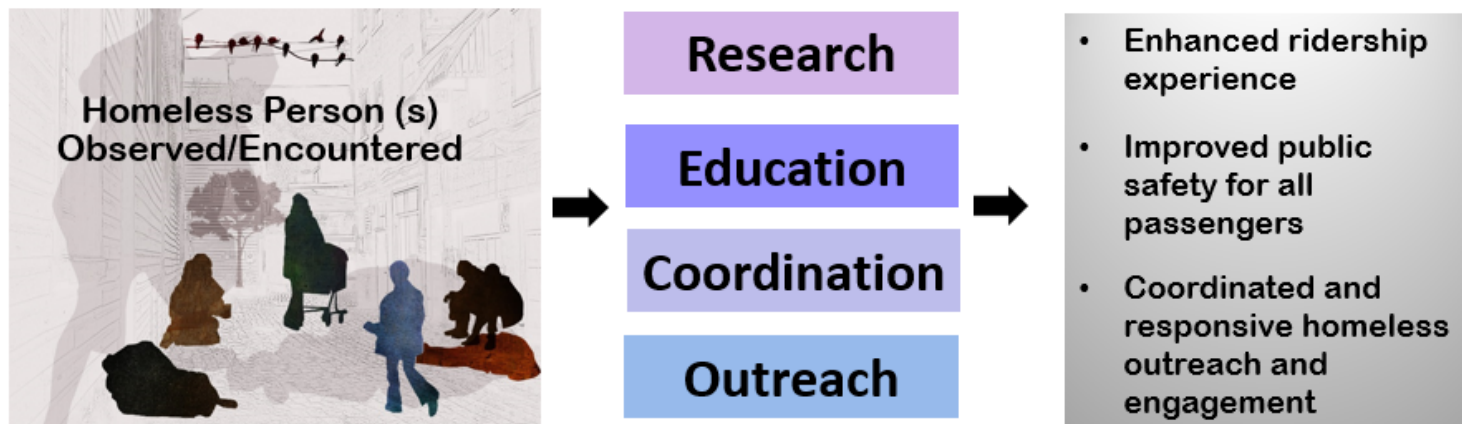
14.1 APPROVED REVISED Motion by Ridley-Thomas, Garcetti, Fasana, Kuehl and Bonin that the Metro Board of Directors:

- A. ~~RECEIVE AND FILE the report entitled "Metro's Homeless Outreach Efforts";~~
~~and~~
- B. DIRECT the Chief Executive Officer to return to the Board of Directors in May 2018, as part of the FY19 Budget deliberations, with recommendations on extending the Pilot Multidisciplinary Homeless Outreach Program on an ongoing basis, including a potential expansion of the program to other lines and stations which are experiencing a large homeless population, and inventory Metro-owned real estate to determine what can be used for temporary housing of the homeless.

Metro Transit Homeless Action Plan

Attachment B

Metro Cares – Transit Homeless Action Plan



I. RESEARCH

- A. Conduct **demographic surveys** of homeless individuals and families
- B. Collect and analyze **data from outreach teams**
- C. Conduct a **cost-benefit analysis** of Metro's current investment in clearing **homeless encampments** on Metro properties
- D. Review and analyze data specific to Metro from the **Greater Los Angeles Homeless Count and Metro Customer Surveys**

II. EDUCATION

- A. Develop materials and information for Metro staff and passengers on **reporting transit homelessness** and **how they should respond or assist**
- B. Develop curriculum and implement **formalized training** for Metro staff and law enforcement
- C. Formalize the **"Transit Homelessness"** concept and integrate it into implementation plans

III. COORDINATION

- A. Work with the LA County, LA City, and Long Beach City to **align and integrate with adopted homeless strategies**
- B. Participate in **committees and workgroups** related to the homeless system
- C. Partner and collaborate with partners on **encampment protocols**
- D. Partner with the County and City of Los Angeles on **critical initiatives** related to homelessness

IV. OUTREACH

- A. Implement and integrate the **C3 Outreach Teams**
- B. Develop **uniform outreach** standards
- C. **Implement specialized outreach teams**
- D. Lead and **coordinate** homeless outreach and law enforcement teams
- E. Partner with agencies on **homeless connect days**
- F. Work with Veteran outreach teams
- G. Align Metro **workforce development** efforts



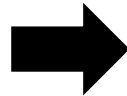
Metro



Research

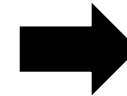
PLAN

- A. Conduct **demographic surveys**
- B. Collect and analyze **data from outreach teams**
- C. Conduct **cost-benefit analysis of homeless encampment removal or other options**
- D. Review and analyze data from **Homeless Count and Metro Customer Survey**



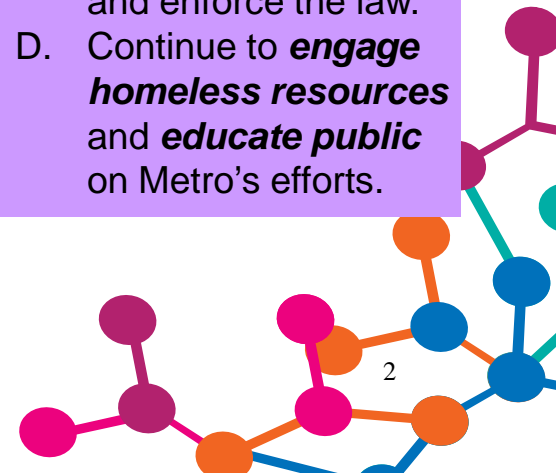
FINDING

- A. Each station/ line has **varying clientele**
- B. 12% of **homeless contacts placed into housing services**
- C. **Identified Civil Rights complexities** in clean-ups
- D. 23% **County increase to homelessness** from 2016 to 2017. **Noticed increase by customers.**



NEXT STEP

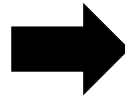
- A. Engage a **variety of homeless outreach to meet varying needs.**
- B. Identify ways to provide for **consistency on reporting if possible.**
- C. Obtain **legal opinion** and **build network** for encampments to support civil liberties and enforce the law.
- D. Continue to **engage homeless resources** and **educate public** on Metro's efforts.



Education

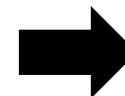
PLAN

- A. Develop materials and information on ***reporting transit homelessness*** and ***how they should respond or assist.***
- B. Develop ***formalized training*** for Metro staff and law enforcement
- C. Formalize ***“Transit Homelessness”*** concept



FINDING

- A. Absence for network reporting, use ***211 and winter shelter hotline.***
- B. Absence of full network created, requested to report through ***Law Enforcement Service Request Forms (LESR)-HOPE & MET Teams***
- C. Many ***unaware*** in provider network such ***extensive homeless presence on transit and transit properties.***



NEXT STEP

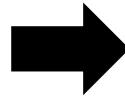
- A. Once solidified ***share information with Metro staff and riders.***
- B. Train officers and staff to ***use identified new resources***
- C. Continue to attend meetings within the homeless outreach network, ***advocate for resources and the need for homeless outreach support on Metro.***



Coordination

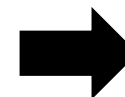
PLAN

- A. Work with the County and City of Los Angeles to **align homeless strategies.**
- B. Participate in **committees and workgroups** related to the homeless system
- C. Partner and collaborate on **encampment protocols**
- D. Partner with the County and City of Los Angeles and Long Beach for **critical initiatives.**



FINDING

- A. No resources under **Measure H or HHH for Metro-** until advocacy (40 outreach workers)
- B. Personnel sits on **Regional Homeless Advisory Council** and attends **Measure H** planning meetings.
- C. LA City and LA County had **different encampment protocols** based on history
- D. Series of **resources not geared to Metro** but can shape.



NEXT STEP

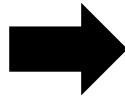
- A. Work with LA County CEO to **deploy 40 outreach workers** effectively
- B. Continue to **advocate** at decision making bodies for Metro consideration.
- C. Adopt **stricter encampment protocol to guard against litigation** while maintaining minimum legal standards.
- D. Advocate, obtain and distribute resources.



Outreach

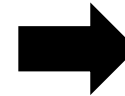
PLAN

- A. Implement **C3 Outreach Teams**
- B. Develop **uniform outreach standards**
- C. Implement **specialized outreach teams**
- D. Lead and **coordinate** Metro's homeless outreach
- E. Partner with agencies on **homeless connect days**
- F. Work with Veteran outreach teams
- G. Align Metro **workforce development efforts**



FINDING

- A. High presence one line. 12% placed.
- B. Can not be uniform based on entity or client.
- C. Large price tag, **engage non-profits.**
- D. Coordinate engagement and police departments
- E. Opportunity for **Mobile Customer Service Center**
- F. Partnership Developing for Veterans
- G. Metro's **WIN Program**



NEXT STEP

- A. Work with additional resources- 40 outreach workers, non-profit
- B. Identify **more uniform reporting opportunities**
- C. Identify more non-profit opportunities
- D. Identify **additional areas for information sharing-** outreach and Police were "ok".
- E. Engage **non-profit/faith based on connect days**
- F. Continue to engage
- G. Collaborate on WIN





Metro®

**INVENTORY OF METRO PROPERTY FOR
TEMPORARY HOUSING OF HOMELESS**

**COUNTYWIDE PLANNING & DEVELOPMENT
REAL ESTATE—ASSET MANAGEMENT**

May 9, 2018

Index of Location Tier(s)

	DISTANCE TO METRO STATION	CAR/RV PARKING	AMBULATORY (ON FOOT)	SERVICE SITE
Tier 1	Adjacent	NO	NO	YES
Tier 2	Radius Less than 1 Mile	YES	YES	YES
Tier 3	Radius Greater than 1 Mile	YES	NO	YES

Inventory by Jurisdiction and Neighborhood

Parking

City	Location Name	Unit of Measure	Approximate Size
Los Angeles	Orange Line Parking - Van Nuys	Parking Space	293
Los Angeles	Orange Line Parking - Sherman Way	Parking Space	157
Los Angeles	Orange Line Parking - Reseda	Parking Space	104
Total			554

Inactive R.O.W./Vacant Land

City	Location Name	Unit of Measure	Approximate Size
Los Angeles	Valley Subdivision	SQFT.	34,000
Los Angeles	Division 6 Site - Venice Beach	SQFT.	136,157
Total			170,157

OL0110

Orange Line Parking - Van Nuys



Current/Future Planned Use	Park and Ride Lot. Only use of Site 38 Proposed.
Conditions	Paved parking lot.
Near Active ROW	Yes
Site Fitness	Acceptable Site Conditions

ID	Street Number	City	Homeless Services	UOM	Size
38	SE 6050 Van Nuys Blvd.	Los Angeles	None in immediate area.	Parking Space	293

Total	293
-------	-----

OL0112

Orange Line Parking - Reseda

M



Current/Future Planned Use	Park and Ride Lot Only. use of Site 42 Proposed.
Conditions	Paved parking lot.
Near Active ROW	Yes
Site Fitness	Acceptable Site Conditions

ID	Street Number	City	Homeless Services	UOM	Size
42	18450 Oxnard St.	Los Angeles	None in immediate area.	Parking Space	157

Total	157
-------	-----

OL0113

Orange Line Parking - Sherman Way

M



Current/Future Planned Use	Park and Ride Lot. Only use of Site 44 Proposed.
Conditions	Paved parking lot.
Near Active ROW	Yes
Site Fitness	Acceptable Site Conditions

ID	Street Number	City	Homeless Services	UOM	Size
44	7119 Deering Ave.	Los Angeles	None in immediate area.	Parking Space	104
Total					104

VE0261

Division 6 Site - Venice Beach

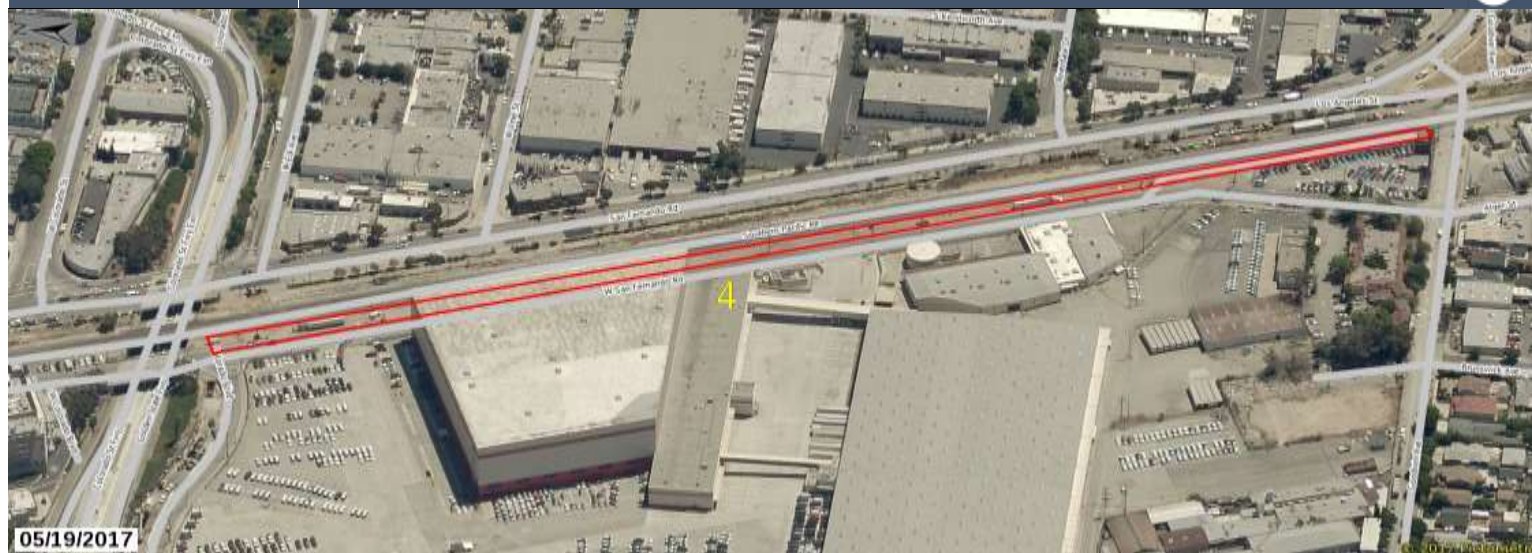


Current/Future Planned Use	No immediate plan for development on site.
Conditions	Vacant land is clean. Buildings will likely require additional environmental remediation
Near Active ROW	No
Site Fitness	May Require Remediation

ID	Street Number	City	Homeless Services	UOM	Size
61	100 Sunset Ave.	Los Angeles	Within 1-mile.	SQFT.	136,157
Total					136,157

VL022

Valley Subdivision



Current/Future Planned Use	Recent termination of lease for semi-truck parking. No planned future use.
Conditions	No paving or lighting. Fencing on one side only for active rail right of way.
Near Active ROW	Yes
Site Fitness	Requires Remediation

ID	Street Number	City	Homeless Services	UOM	Size
4	San Fernando Rd. between Colorado Blvd. and Goodwin Ave.	Los Angeles	None	SQFT.	34,000

Total	34,000
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Metro's Homeless Outreach Efforts Motion Response

Executive Management Committee

Ad Hoc Customer Experience Committee

May 2018



Metro Provides Excellence in Service and Support.

LA County Homeless Snapshot



Data from 2017 LAHSA Homeless Count

Metro Transit Homeless Action Plan



Research

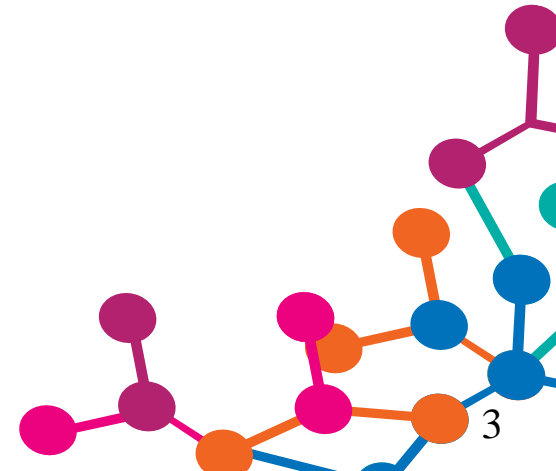
Education

Coordination

Outreach



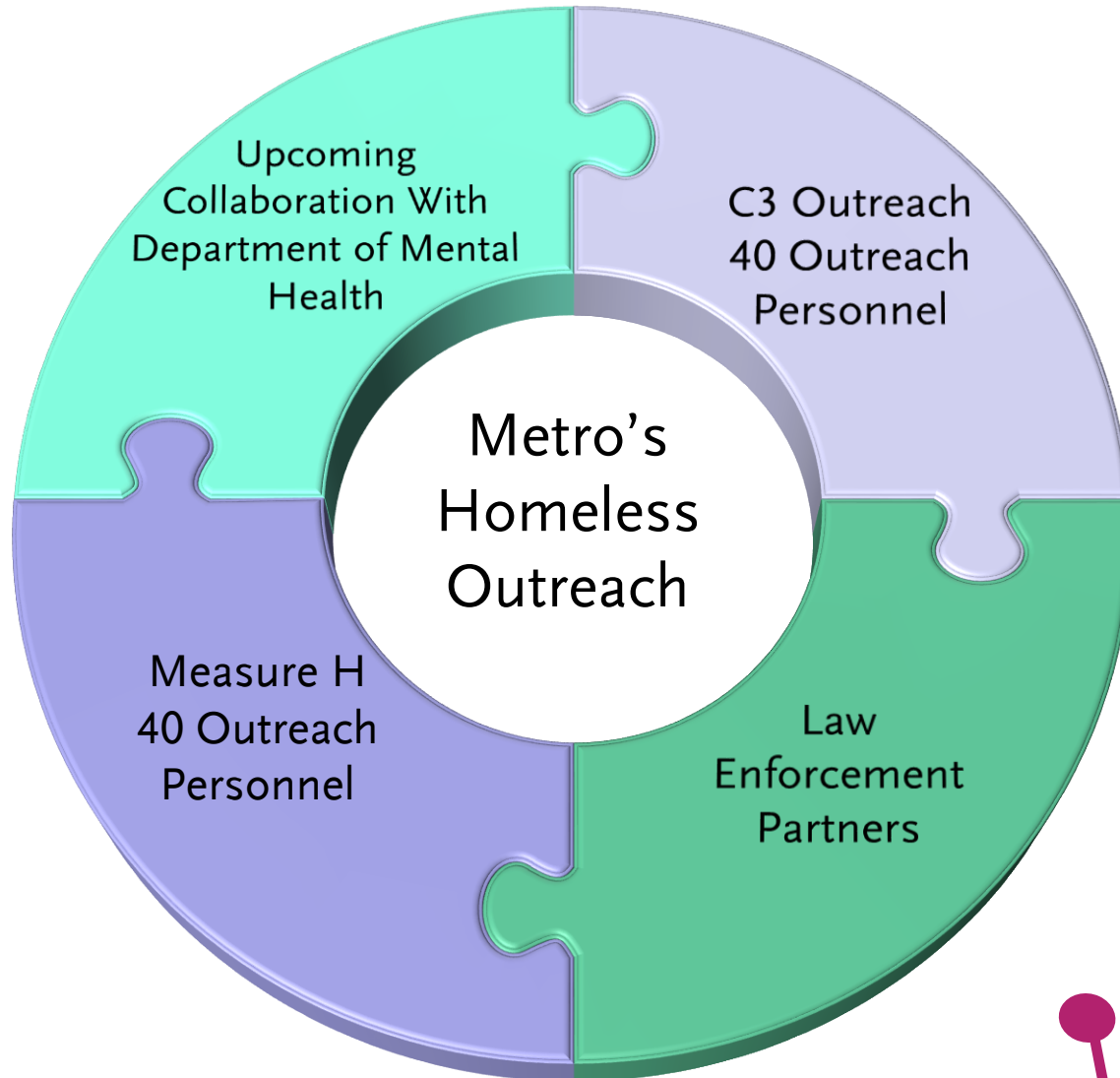
- Enhanced ridership experience
- Improved public safety for all passengers
- Coordinated and responsive homeless outreach and engagement

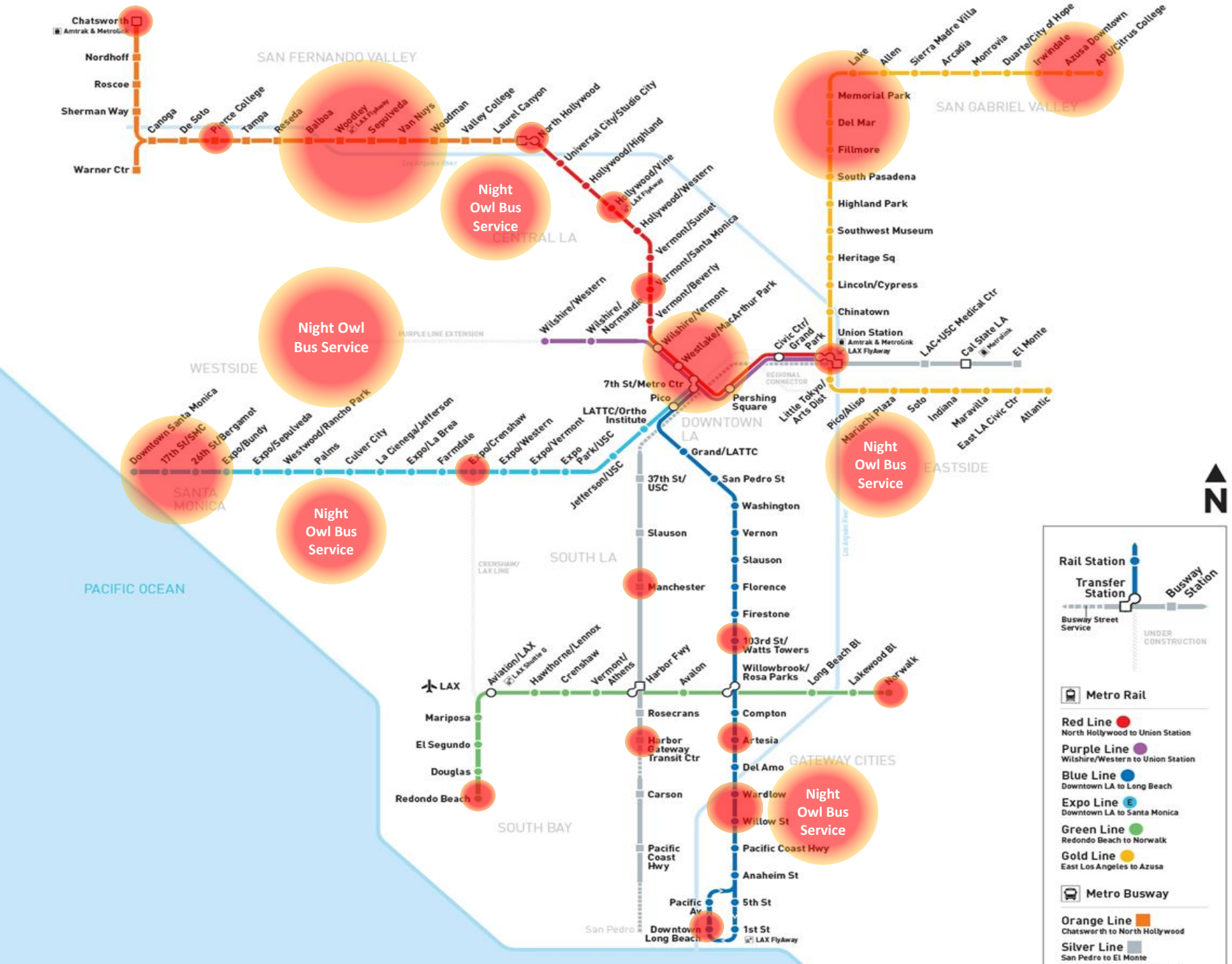


Action Plan - Highlights

- ✓ Metro Hired C3 Teams – Pilot Program
- ✓ LAPD, LASD, Long Beach PD Homeless Outreach
- ✓ Coordination with County and City Resources
- ✓ Partner in Connect Days- Metro MCC
- ✓ Metro L.I.F.E. Program
- ✓ Metro WIN Program- Weingart Center
- ✓ Chairman Garcetti's Unified Homeless Response Center (UHRC)

Homeless Outreach Components





C3 Pilot Expansion- Proposal

Recommendation: Expand pilot from 2 teams to a total of 8 teams, 7 days per week for 1 year. Approx. Cost- \$4,207,125

Bus



Rail



Bus: Owl Service

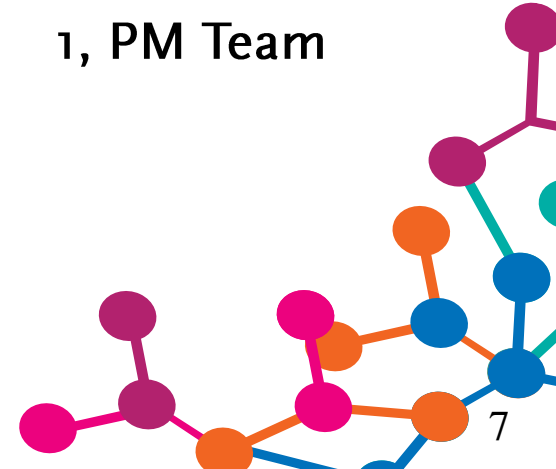
- 1, PM Team

Rail: All Lines

- 3, AM Teams
- 3, PM Teams

Union Station: On Site

- 1, PM Team



Property Inventory- Conditions & Criteria

✓ Conditions for identifying property:

- Immediately available to support temporary housing
- Have not been identified for future development
- Park and Ride utilization is less than 50%

✓ Additional Criteria For Use:

- Not too remote for access or isolated from services
- Metro indemnification provided by entity/ jurisdiction using property



Orange Line Parking – Van Nuys



Current/Future Planned Use	Park and Ride Lot. Only use of Site 38 Proposed.
Conditions	Paved parking lot.
Near Active ROW	Yes
Site Fitness	Acceptable Site Conditions

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38	SE 6050 Van Nuys Blvd.	Los Angeles	None in immediate area.	Parking Space	293
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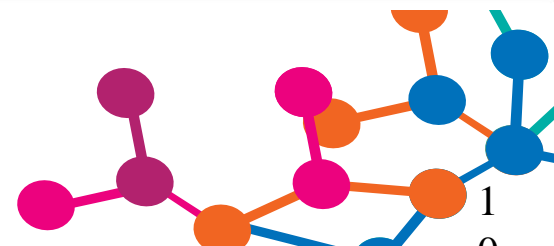
Orange Line Parking – Reseda



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Conditions	Paved parking lot.
Near Active ROW	Yes
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Orange Line Parking – Sherman Way



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Site Fitness	Acceptable Site Conditions

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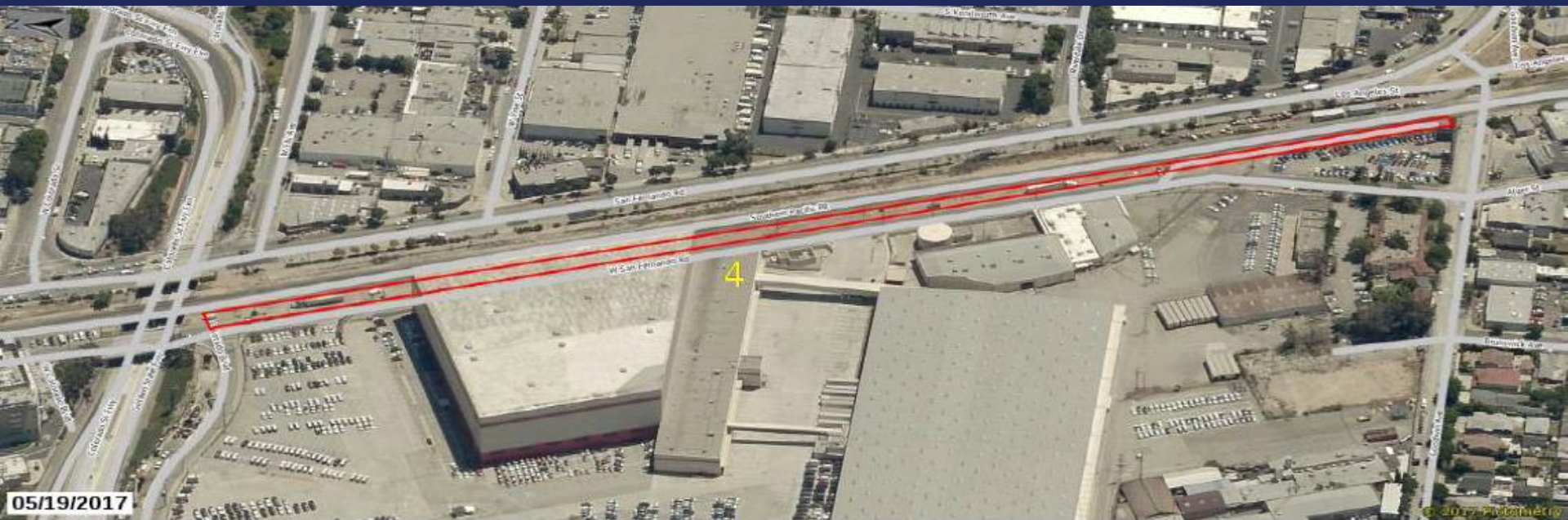
Division 6 Site – Venice Beach



Current/Future Planned Use	No immediate plan for development on site.
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Site Fitness	May Require Remediation

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Valley Subdivision



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4	San Fernando Rd. between Colorado Blvd. and Goodwin Ave.	Los Angeles	None	SQFT.	34,000

Total	34,000
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Board Report

File #: 2018-0189, **File Type:** Program

Agenda Number: 39.

EXECUTIVE MANAGEMENT COMMITTEE MAY 17, 2018

**SUBJECT: UNIVERSAL COLLEGE STUDENT TRANSIT PASS
PILOT PROGRAM**

ACTION: APPROVE RECOMMENDATIONS

RECOMMENDATION

CONSIDER:

- A. RECEIVING AND FILING the results of the Universal College Student Transit Pass (U-Pass) Pilot and GradPass Programs;
- B. APPROVING the transition of the U-Pass and GradPass Programs to become permanent programs and discontinue the I-TAP Program effective Fall 2018;
- C. APPROVING the unit reduction for undergraduate students from 6 units to 0 units and only require current enrollment in credit or non-credit courses effective Summer 2018 term for the U-Pass Program; and
- D. EXTENDING work on the Regional U-Pass Program to report back to Board within 12 months.

ISSUE

As part of an ongoing effort to pursue strategies to increase college student transit ridership, the Metro Board approved the Universal College Student Transit Pass (U-PASS) Pilot Program in May 2016 in response to Motion 49.1 by Director Ridley-Thomas. The two-year pilot program concludes in August 2018 and has increased college student ridership by 49%.

A lesson learned from the Pilot Program is that colleges interested in a fee-based administration system where all registered students pay a transportation fee and all registered students receive a TAP-enabled college ID card, for use on Metro and partner agencies, requires all students who pay the fee to be eligible to participate in the U-Pass program. As a result, staff recommends removing the unit requirement from the U-Pass program and allow all students who are enrolled in credit or non-credit courses to be eligible to participate.

BACKGROUND

In 2003, the Board adopted the I-TAP program. This program was designed to increase college student ridership, while keeping the program revenue neutral for Metro. The I-TAP program allowed schools to purchase passes directly from Metro on a semester or quarterly basis. There were four (4) schools participating in the I-TAP program in 2016 - Pasadena City College, Rio Hondo College, University of California Los Angeles (UCLA) and University of Southern California (USC - graduate students only).

Full-time undergraduate and graduate students in Los Angeles County are eligible for a reduced fare College/Vocational 30-day pass that is offered at \$43 per month, a 57% discount from the regular Metro 30-day pass, which is \$100 per month. In order to be eligible for the C/V pass, undergraduate students must be enrolled in a minimum of 12 units or 12 hours of in-classroom study per week for a minimum of 3 consecutive months. Graduate students must be enrolled in a minimum of 8 units of in-classroom study per week for a minimum of 3 consecutive months. Students can purchase the reduced fare TAP card directly from Metro and load it at Ticket Vending Machines (TVMs), customer centers, vendor outlets, or online.

As of August 2016, there were more than 1.4 million public college students in Los Angeles County, and only 14,000 (1%) were actively participating in Metro's reduced fare college pass programs, the College/Vocational (C/V) Pass and Institutional Transit Access Pass (I-TAP) programs. In addition, the C/V and I-TAP programs were only offered to full-time students who represented only 30% of public school students in Los Angeles County, while the remaining 70% of students were considered part-time and were not eligible for these programs. Lastly, Metro's systemwide average fare per boarding (FPB) was \$0.75 while the I-TAP group rate pricing was only generating \$.29 per boarding. The I-TAP group rate pricing model was no longer revenue neutral to Metro, and the existing college pass programs were not reaching a large enough percentage of the student population to encourage ridership growth.

Motion 49.1

In May 2016, the Board adopted the Universal College Student Transit Pass (U-Pass) Pilot Program in response to Motion 49.1 by Director Ridley-Thomas. While the motion highlighted community college students, the recommended and subsequently adopted pilot program addresses all college students. This program is designed to partner with schools to utilize technology and improve accessibility to reduced fares by streamlining the Pass enrollment process to increase student ridership, while keeping costs low for students. Students of participating schools can purchase semester passes online or on campus. They receive a sticker with an embedded TAP chip, which turns their student ID into a TAP card that can be renewed each semester. Schools partner with Metro in co-branded marketing and collect payments from students to fund the program. At the end of the semester, the schools are only billed for actual rides taken by students at the reduced rate of \$0.75 per boarding and the maximum charge is capped at \$43 per student per month to match the existing C/V program.

Staff created boilerplate Memoranda of Understanding (MOUs) approved by County Counsel and standard administrative procedures to make the U-Pass Program easy to implement, while also

placing a high value on allowing schools to administer the program in the way that works best on their individual campuses.

DISCUSSION

U-Pass Participation

As of May 2018, there are thirteen (13) schools participating in the U-Pass Program:

1. California Institute of Technology (CalTech) - Joined Fall 2016
2. California State University, Northridge (CSUN) - Joined Fall 2016
3. California State University, Los Angeles (CSULA) - Joined Spring 2017
4. Compton Community College District (CCCD) - Joined Fall 2017
5. El Camino College - Joined Fall 2017
6. Los Angeles City College - Joined Spring 2018
7. Los Angeles Mission College - Joined Spring 2018
8. Los Angeles Pierce College - Joined Spring 2017
9. Los Angeles Trade Technical College (LATTC) - Joined Fall 2016
10. Loyola Marymount University (LMU) - Joined Fall 2017
11. Pasadena City College (PCC) - Joined Fall 2016
12. Rio Hondo College - Joined Fall 2016
13. University of Southern California (USC) Graduate Students - Joined Spring 2016

University of California Los Angeles is the only remaining institution in the I-TAP Program and plans to transition to U-Pass on July 1, 2018.

Previously, there were 7,402 I-TAP participants. At the end of the Fall/Winter pass period on February 25, 2018, there were 11,051 participants in the U-Pass Program, which is an increase of 3,649 participants or 49% (see chart below).

I-TAP and U-Pass Participants:

School	ITAP Passes Fall 2015	U-Pass Fall '16 (Annual Increase)	U-Pass Fall '17
PCC	3,724	2,022 (-46%)	2,004 (-0.01%)
Rio Hondo (Rio)	1,198	1,874 (+56%)	1,206 (-36%)
UCLA (ITAP)	1,194	1,818 (+52%)	2,000 (+10%)
USC (Graduate Students)	1,286	1,414 (+10%)	1,295 (-8%)
CalTech	0	8	7 (-1%)
CSUN	0	1,663	1665 (+.001%)
LATTC	0	268	418 (+56%)
CSULA	0	0	2188
Compton College	0	0	58

El Camino College	0	0	110
LA Pierce	0	0	100
LMU	0	0	0
SMC (Test Group)	0	70	0
Annual Totals	7,402	9,137 (+23%)	11,051 (21%)
Total Increase			+49%

In the first 16 months of the program, there were 3.9 million boardings in the U-Pass Program. The success of the program has been largely due to schools subsidizing passes, Metro's presence on participating campuses, co-branded marketing, and the ease of purchasing passes.

The success of this program resulted in Metro's U-Pass Program being chosen by the Transportation Research Board (TRB) as a case study in the Transit Cooperative Research Program (TCRP) report Synthesis 131 on Best Practices in College Student Transit Pass programs (<http://www.trb.org/Main/Blurbs/177362.aspx>). In addition, U-Pass has been one of the key focuses of the South Los Angeles Transit Empowerment Zone (SLATE-Z), a designated Promise Zone for Federal grant funding, and was included as part of The Kresge Foundation's 2017 National Summit on Higher Education and Transportation.

Spring Semester Participation

Staff is in discussions with the following schools for Summer or Fall 2018 implementation:

- ArtCenter
- Azusa Pacific University (APU)
- CSUDH
- Glendale Community College
- West L.A. College (WLAC)
- Whittier College
- University of Southern California (USC - Undergraduate Students)
- UCLA - Transition from ITAP on July 1, 2018

If all of the above schools join the U-Pass Program in Fall, 28.5% of colleges in Los Angeles County will be participating in the program. Staff has set an aggressive goal of enrolling the remaining 55 schools in the county within the next two years of the program.

Reducing the Minimum Unit Requirement

In the initial External Task Force meetings to establish the U-Pass Pilot Program, many of the schools requested that the minimum units required to obtain a reduced fare pass be significantly reduced or eliminated.

Several municipal partners who offer U-Pass-type programs have a zero-unit or one-unit requirement:

- Big Blue Bus - Santa Monica College (SMC) students and staff may ride any Big Blue Bus line at any time using a valid, activated SMC ID card with current semester sticker
- Foothill Transit Class Pass - 1 Unit Required
- Long Beach Transit - CSULB U-Pass covers all students, faculty, staff, and auxiliary, with no unit requirement

One of the primary goals of the Metro U-Pass Program is to help transition participating schools to a fee-based administration system where all registered students pay a transportation fee and all registered students receive a dual-technology ID card with an embedded TAP chip or a TAP sticker on their regular ID Card to use on Metro and partner agencies' services throughout the semester. In order to utilize that type of program administration, all students who pay the fee would need to be eligible to participate in the U-Pass Program.

During the pilot period, 22,833 individuals purchased U-Passes (See Attachment B). Of these, 15,312 (67%) were full-time students and 7521 (33%) were part-time students. Of the part time students, 271 (4%) previously purchased Metro Monthly or EZ Regional passes, and 1,562 (21%) were new Metro riders.

Based on the information above, staff recommends removing the unit requirement from the U-Pass program and allowing all students who are enrolled in credit or non-credit courses to be eligible to participate. Staff also recommends allowing schools who subsidize the program to set specific eligibility requirements for receiving the subsidy as long as any enrolled student is able to purchase the pass at the full U-Pass price.

Transitional Pass Program

Staff recommends continuing and expanding the GradPass Program, a reduced fare Transitional Pass available at \$43 per month to U-Pass participants for 12-months after graduation, as a permanent program. For Spring Semester 2017, only two schools participated in the program, CSUN and CSULA. Approximately 15% of qualifying U-Pass graduates at those schools participated in the U-Pass Program. Staff believes this program has much greater potential and will continue to work to expand the program.

Staff and Faculty Employer Pass Pilot Program (E-Pass)

Since the beginning of the U-Pass Pilot Program in 2016, schools have been asking for a similar program to cover their staff and faculty boardings. Commute Services is currently working with the Office of Management and Budget (OMB) on a Pilot Program, which will be based on a per-boarding cost and administered through partnership agreements, similar to the U-Pass Program. The per-boarding charge of \$1.40 is equivalent to the current average fare per boarding that Metro is collecting under the ATAP Program. As a marketing incentive, the maximum cost per participant will be capped at \$80 per month. This program will run for up to two years, based on the timeline of OMB's current fare analysis project and all current and future U-Pass schools will have the opportunity to participate in the E-Pass Pilot Program.

Regional U-Pass

Several of the current and future U-Pass schools have agreements with multiple transit agencies to provide service, which is accessed on a single fare instrument. Previously, the schools paid each transit provider separately, and all passes were loaded onto a single TAP sticker or card. Under that system, there were more than 10 different fare types in the TAP system.

It would benefit students and transit agencies to have one Regional U-Pass that is valid on all participating agencies. Staff recommends moving forward on creating this pass, which will require the agreement of all participating municipal operators.

As a first step, staff has created reimbursement agreements with several of the transit agencies listed above, where the agency adds U-Pass to their farebox and Metro reimburses them for all U-Pass boardings at the end of the semester at the U-Pass rate or their current college rate, whichever is lower. During the Fall 2017 semester, El Camino and Compton College students had access to Torrance Transit, GTrans, and Long Beach Transit through their U-Passes. Staff is currently in discussions to add reimbursement agreements with the following agencies for Fall 2018: Big Blue Bus, County of Los Angeles, Culver CityBus, El Monte Transit, Foothill Transit, LADOT, Norwalk Transit, Montebello Bus, and Santa Clarita Transit. This change would reduce the total college fare types in the TAP fare system to only 3 (See Attachment C). Many other municipal providers have also expressed interest in joining the U-Pass Program.

Staff will continue to work with OMB and municipal agencies to establish a Regional U-Pass and will report back to the Board in 12 months regarding the progress of this program.

DETERMINATION OF SAFETY IMPACT

This program does not affect the incidence of injuries or healthful conditions for patrons or employees. Therefore, approval of this request will have no impact on safety.

FINANCIAL IMPACT

Since the beginning of the pilot program in August 2016, the U-Pass Program has generated \$4.1 million in revenue. Of the part time students who participated in the pilot period, 271 (4%) previously purchased Metro Monthly or EZ Regional Passes, representing a potential revenue loss of \$30,000 per month. However, 1,562 did not previously ride Metro, representing potential new revenue of approximately \$50,000 per month (based on the average weekly ridership of 10 boardings per week at \$.75 per boarding) for a net monthly revenue increase of \$20,000 (67% increase).

Impact to Budget

The funding source for the MCS programs is Enterprise Fund operating revenues including sales tax and fares. The source of funds for this action, operating revenues, is eligible to fund bus and rail operating and capital expenditures.

The continued expansion and support of the U-Pass program may warrant an evaluation of the

staffing for future years as part of the budget process.

ALTERNATIVES CONSIDERED

1. Continue the I-TAP Program. However, due to the lack of widespread usage, difficulty of administration, and the loss of revenue, staff does not recommend continuing the I-TAP beyond the U-Pass Pilot Program. As of July 1, 2018, UCLA will be converting to U-Pass and all current I-TAP schools have been converted to U-Pass.
2. Discontinue the regular monthly College/Vocational Pass discount for students. However, staff does not recommend this because not all colleges are enrolled in U-Pass. As a result, Metro will continue to offer the regular monthly College/Vocational Pass for students at schools not participating in the U-Pass program.

NEXT STEPS

1. Establish long-term contracts with each of the existing U-Pass schools.
2. Enroll the all colleges in L.A. County during the next two years of the program and continue to grow ridership at all partner schools by 10% each year.
3. Expand the GradPass Program to all participating colleges.
4. Continue discussions with Municipal agencies to create countywide Regional U-Pass and report back to board in 12 months.
5. Continue to seek additional funding to further reduce the cost of the program to schools and will work with schools to identify other sources of funding such as parking fees and/or fines, student association fees, and/or activity fees and/or referendums and as a means of subsidizing the program.
6. Continue to partner with schools to address transit service and service alignment issues.

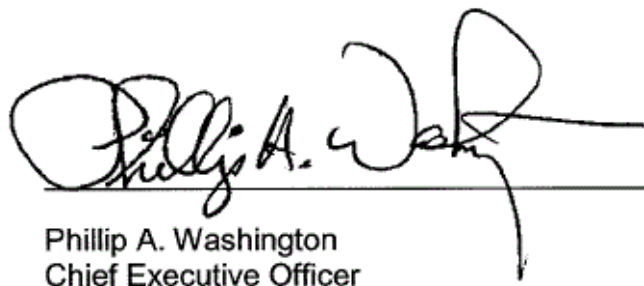
ATTACHMENTS

Attachment A - U-Pass Survey Analysis

Attachment B - U-Pass Fare Consolidation Table

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Phillip A. Washington
Chief Executive Officer

U-Pass Survey Data Full-Time Part-Time Students

	Full-Time	Part-Time	Total	% Breakdown Results (Full-Time & Part-Time)	% Breakdown Results (Full-Time)	% Breakdown Results (Part-Time)
Total Survey Completed	15,312	7,521	22,833	100%	67%	33%
If you currently ride Metro, what type of fare do you use?						
College /Vocational Pass	2,906	1,214	4,120	18%	19%	16%
Regular 30 day /EZ Pass	492	271	763	3%	3%	4%
Pay as you go	7,012	3,111	10,123	44%	46%	41%
I don't ride Metro	2,023	1,562	3,585	16%	13%	21%
No Responses	2,881	1,361	4,242	19%	19%	18%
Total	15,314	7,519	22,833	100%	100%	100%
How many times a week do you take Metro?						
2	0	0	0	0%	0%	0%
4	0	0	0	0%	0%	0%
6	0	0	0	0%	0%	0%
8	0	0	0	0%	0%	0%
10	0	0	0	0%	0%	0%
14 or more	0	0	0	0%	0%	0%
Total	0	0	0	0%	0%	0%
Number of units currently enrolled in?						
6 units	0	2,478	2,478	11%	0%	33%
7 units	0	480	480	2%	0%	6%
8 units	0	997	997	4%	0%	13%
9 units	0	1,458	1,458	6%	0%	19%
10 units	0	958	958	4%	0%	13%
11 units	0	709	709	3%	0%	9%
12 units	15,312	0	15,312	67%	100%	0%
No Response	0	441	441	2%	0%	6%
Total	15,312	7,521	22,833	100%	100%	100%
Are you currently enrolled at another college						
Yes	375	639	1,014	4%	2%	8%
No	14,937	6,882	21,819	96%	98%	92%
No Responses	0	0	0	0%	0%	0%
Total	15,312	7,521	22,833	100%	100%	100%

U-Pass Survey Data Full-Time Part-Time Students

How many units at other college?						
1-5 units	46	214	260	1%	0%	3%
6 units	20	75	95	0%	0%	1%
7 units	0	27	27	0%	0%	0%
8 units	3	24	27	0%	0%	0%
9 units	9	26	35	0%	0%	0%
10 units	2	19	21	0%	0%	0%
11 units	0	10	10	0%	0%	0%
12 units	119	8	127	1%	1%	0%
No Response	176	236	412	2%	1%	3%
Total	375	639	1,014	4%	2%	8%
Current employment status						
Full-Time	975	1,344	2,319	10%	6%	18%
Part-Time	4,554	2,448	7,002	31%	30%	33%
Not Employed	9,591	3,647	13,238	58%	63%	48%
No Responses	192	82	274	1%	1%	1%
Total	15,312	7,521	22,833	100%	100%	100%
Age group						
17-21	10,224	2,962	13,186	58%	67%	39%
22-25	2,707	1,890	4,597	20%	18%	25%
26-30	1,248	1,290	2,538	11%	8%	17%
Over 30	986	1,277	2,263	10%	6%	17%
No Response	147	102	249	1%	1%	1%
Total	15,312	7,521	22,833	100%	100%	100%
Ethnicity						
Asian or Pacific Islander	2,222	1,218	3,440	15%	15%	16%
Black	833	479	1,312	6%	5%	6%
Hispanic	9,951	4,219	14,170	62%	65%	56%
Native American	84	70	154	1%	1%	1%
White	1,183	950	2,133	9%	8%	13%
Two or more	894	481	1,375	6%	6%	6%
No Response	145	104	249	1%	1%	1%
Total	15,312	7,521	22,833	100%	100%	100%

U-Pass Survey Data Full-Time Part-Time Students

Annual household income						
Under \$15,000	5,917	2,983	8,900	39%	39%	40%
\$15,000-\$24,999	3,347	1,489	4,836	21%	22%	20%
\$25,000-\$34,999	1,996	1,115	3,111	14%	13%	15%
\$35,000-49,999	1,653	739	2,392	10%	11%	10%
\$50,000-99,999	1,493	719	2,212	10%	10%	10%
\$100,000-149,999	338	160	498	2%	2%	2%
\$150,000-\$199,999	83	57	140	1%	1%	1%
\$200,000 and over	75	37	112	0%	0%	0%
No Response	410	222	632	3%	3%	3%
Total	15,312	7,521	22,833	100%	100%	100%
How many people are in your household?						
1	1,830	1,552	3,382	15%	12%	21%
2	1,775	1,165	2,940	13%	12%	15%
3	2,740	1,312	4,052	18%	18%	17%
4	3,576	1,490	5,066	22%	23%	20%
5	2,951	1,061	4,012	18%	19%	14%
6	1,390	517	1,907	8%	9%	7%
7	541	209	750	3%	4%	3%
8	230	89	319	1%	2%	1%
9	88	34	122	1%	1%	0%
10 or more	77	33	110	0%	1%	0%
No Response	114	59	173	1%	1%	1%
Total	15,312	7,521	22,833	100%	67%	33%

U-Pass Current Fare Type													
College Name	Fare Type	Metro	Gardena	Torrance	Long Beach	Foothill	Montebello	Pasadena Art	Norwalk	Santa Clarita	Santa Monica		
California State University, Los Angeles (CSLA)	U-Pass 1 - (Fall, Spring, Summer)	x											
University of Southern California (USC)	U-Pass 1 - (Fall, Spring, Summer)	x											
California State University, Dominguez Hills (CSDUH)	U-Pass 1 - (Fall, Spring, Summer)	x											
California State University, Northridge (CSUN)	U-Pass 1 - (Fall, Spring, Summer)	x											
Loyola Marymount University	U-Pass 1 - (Fall, Spring, Summer)	x											
Los Angeles Trade –Technical College (LATTC)	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x								
Los Angeles Pierce	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x								
Long Beach Community College (LBCC)	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x								
Compton College	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x								
El Camino College	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x								
Los Angeles Mission College	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x								
Pasadena City College (PCC)	PCC (Fall, Spring)	x				x	x						
Rio Hondo College	College (Fall, Spring , Winter, Summer)	x				x	x	x					
Cal Tech	ITAP E (Fall, Winter, Spring, Summer)	x					x						
UCLA (Employee)	ITAP E (Fall, Winter, Spring , Summer)	x											
UCLA (Students)	ITAP S (Fall, Winter, Spring Summer)	x											
UCLA (Employee)	SC (Fall, Winter, Spring, Summer)								x				
UCLA (Employee Student)	SC (Fall, Winter, Spring, Summer)								x				
UCLA	SM (Fall, Winter, Spring, Summer)									x			
U-Pass Fare Consolidation Prosopal - Fall 2018													
College Name	Fare Type	Metro	Gardena	Torrance	Long Beach	Foothill	Montebello	Pasadena	Norwalk	Santa Clarita	Santa Monica	Norwalk	El Monte
California State University, Los Angeles (CSLA)	U-Pass 1 (Fall, Spring, Summer)	x	x	x	x	x	x	x	x	x	x	x	x
California State University, Northridge (CSUN)	U-Pass 1 (Fall, Spring, Summer)	x	x	x	x	x	x	x	x	x	x	x	x
Loyola Marymount University (LMU)	U-Pass 1 (Fall, Spring, Summer)	x	x	x	x	x	x	x	x	x	x	x	x
University of Southern California (USC Graduate)	U-Pass 1 (Fall, Spring, Summer)	x	x	x	x	x	x	x	x	x	x	x	x
Rio Hondo College (Transition from ITAP)	U-Pass 1 (Fall, Spring, Summer)	x	x	x	x	x	x	x	x	x	x	x	x
California State University, Dominguez Hills (CSDUH) NEW Fall 2018	U-Pass 1 (Fall, Spring, Summer)	x	x	x	x	x	x	x	x	x	x	x	x
California State University, Long Beach (CSULB) NEW Fall 2018	U-Pass 1 (Fall, Spring, Summer)	x	x	x	x	x	x	x	x	x	x	x	x
University of Southern California (USC Undergraduate) NEW Fall 2018	U-Pass 1 (Fall, Spring, Summer)	x	x	x	x	x	x	x	x	x	x	x	x
Azusa Pacific (APU) NEW Fall 2018	U-Pass 1 (Fall, Spring, Summer)	x	x	x	x	x	x	x	x	x	x	x	x
Compton College	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x	x	x	x	x	x	x	x	x
El Camino College	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x	x	x	x	x	x	x	x	x
Los Angeles Trade –Technical College (LATTC)	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x	x	x	x	x	x	x	x	x
Los Angeles Pierce	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x	x	x	x	x	x	x	x	x
Los Angeles Mission College	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x	x	x	x	x	x	x	x	x
Pasadena City College (PCC) (Transition from ITAP)	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x	x	x	x	x	x	x	x	x
West LA College NEW Fall 2018	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x	x	x	x	x	x	x	x	x
Glendale College NEW Fall 2018	U-Pass 2 (Fall, Spring , Summer)	x	x	x	x	x	x	x	x	x	x	x	x
Cal Tech (Transition from ITAP)	U-PASS Q (Fall, Winter, Spring, Summer)	x					x		x	x			x
UCLA (Employee) (Transition from ITAP)	U-PASS Q (Fall, Winter, Spring, Summer)	x					x		x	x			x
UCLA (Students) (Transition from ITAP)	U-PASS Q (Fall, Winter, Spring, Summer)	x					x		x	x			x
ArtCenter College NEW Summer 2018	U-PASS Q (Fall, Winter, Spring, Summer)	x					x		x	x			x

U-Pass Program

Executive Management Committee

May 17, 2018



U-PASS

- The U-Pass Pilot Program has completed 21 months of its 24-month pilot program, which will expire in August 2018.
- Through partnerships with colleges, U-Pass TAP stickers are sold on campus and placed directly onto student IDs
- Schools are billed for actual boardings per semester at \$0.75 per boarding with the maximum cost being \$10.03 per week per participant, which is the equivalent of the \$43/month College/Vocational fare.
- Some schools pay for all or part of the cost on behalf of the students, but others charge them to participate.



U-PASS

CURRENT PARTNERS

Cal Tech, CSULA, CSUN,
Compton College, El Camino College, LA
City College, LA Trade Tech College, LMU,
Mission College, Pasadena City College,
Pierce College, Rio Hondo College,
USC Graduate Students
UCLA (Transitioning 7/1/18)

Cal State Los Angeles
Silver Line Station



U-PASS (Cont'd.)

For the first 16 months of the pilot program), the U-Pass Program had:

- ✓ 31,312 U-Passes sold
- ✓ 3.9 million boardings
- ✓ \$2.95 million in revenue
- ✓ 49% increase in participants (Fall' 15 = 7,402 vs. Fall' 17 = 11,051)



U-PASS (Cont'd.)

Title VI Analysis:

In Metro service area is 77% minority with 15.9% low income

U-Pass participation is 93% minority with 75% low income

Additional Programs Available:

- GradPass available for graduating U-Pass holders to receive reduced fare for additional 12 month after graduation at \$43/mo.
- K-12 Discount for Dual Enrolled Students (\$5.40/wk vs. \$10.03/wk)
- Bike Share and Stored Value can be added to U-Pass
- Additional Transit Agency Partners through reimbursement agreements

U-PASS (Cont'd.)

Metro's U-Pass Program included in:

- Transit Cooperative Research Program (TCRP) report Synthesis 131 on Best Practices in College Student Transit Pass programs (<http://www.trb.org/Main/Blurbs/177362.aspx>).
- South Los Angeles Transit Empowerment Zone (SLATE-Z) Transportation Working Group
- The Kresge Foundation's 2017 National Summit on Higher Education and Transportation

U-PASS (Cont'd.)

Currently seeking Board approval to:

- Make U-Pass a permanent program
- Reduce the number of units required from 6 to 0
 - ✓ Schools would verify enrollment instead of units
 - ✓ Change would match other regional transit agencies' college pass programs (Foothill Transit, Long Beach Transit, Santa Monica Big Blue Bus)
 - ✓ Would also enable schools to implement transportation fees as part of registration fees (must be approved by students)
- Continue work on a Regional U-Pass and report back in 12 months
 - ✓ Current reimbursement agreements with GTrans, Long Beach Transit and Torrance Transit
 - ✓ Additional agreements planned to be added for Fall 2018

Thank you!

For additional information visit:

www.metro.net/riding/colleges

For questions/participation contact:

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Board Report

File #: 2018-0189, **File Type:** Program

Agenda Number: 39.

EXECUTIVE MANAGEMENT COMMITTEE MAY 17, 2018

**SUBJECT: UNIVERSAL COLLEGE STUDENT TRANSIT PASS
PILOT PROGRAM**

ACTION: APPROVE RECOMMENDATIONS

RECOMMENDATION

CONSIDER:

- A. RECEIVING AND FILING the results of the Universal College Student Transit Pass (U-Pass) Pilot and GradPass Programs;
- B. APPROVING the transition of the U-Pass and GradPass Programs to become permanent programs and discontinue the I-TAP Program effective Fall 2018;
- C. APPROVING the unit reduction for undergraduate students from 6 units to 0 units and only require current enrollment in credit or non-credit courses effective Summer 2018 term for the U-Pass Program; and
- D. EXTENDING work on the Regional U-Pass Program to report back to Board within 12 months.

ISSUE

As part of an ongoing effort to pursue strategies to increase college student transit ridership, the Metro Board approved the Universal College Student Transit Pass (U-PASS) Pilot Program in May 2016 in response to Motion 49.1 by Director Ridley-Thomas. The two-year pilot program concludes in August 2018 and has increased college student ridership by 49%.

A lesson learned from the Pilot Program is that colleges interested in a fee-based administration system where all registered students pay a transportation fee and all registered students receive a TAP-enabled college ID card, for use on Metro and partner agencies, requires all students who pay the fee to be eligible to participate in the U-Pass program. As a result, staff recommends removing the unit requirement from the U-Pass program and allow all students who are enrolled in credit or non-credit courses to be eligible to participate.

BACKGROUND

In 2003, the Board adopted the I-TAP program. This program was designed to increase college student ridership, while keeping the program revenue neutral for Metro. The I-TAP program allowed schools to purchase passes directly from Metro on a semester or quarterly basis. There were four (4) schools participating in the I-TAP program in 2016 - Pasadena City College, Rio Hondo College, University of California Los Angeles (UCLA) and University of Southern California (USC - graduate students only).

Full-time undergraduate and graduate students in Los Angeles County are eligible for a reduced fare College/Vocational 30-day pass that is offered at \$43 per month, a 57% discount from the regular Metro 30-day pass, which is \$100 per month. In order to be eligible for the C/V pass, undergraduate students must be enrolled in a minimum of 12 units or 12 hours of in-classroom study per week for a minimum of 3 consecutive months. Graduate students must be enrolled in a minimum of 8 units of in-classroom study per week for a minimum of 3 consecutive months. Students can purchase the reduced fare TAP card directly from Metro and load it at Ticket Vending Machines (TVMs), customer centers, vendor outlets, or online.

As of August 2016, there were more than 1.4 million public college students in Los Angeles County, and only 14,000 (1%) were actively participating in Metro's reduced fare college pass programs, the College/Vocational (C/V) Pass and Institutional Transit Access Pass (I-TAP) programs. In addition, the C/V and I-TAP programs were only offered to full-time students who represented only 30% of public school students in Los Angeles County, while the remaining 70% of students were considered part-time and were not eligible for these programs. Lastly, Metro's systemwide average fare per boarding (FPB) was \$0.75 while the I-TAP group rate pricing was only generating \$.29 per boarding. The I-TAP group rate pricing model was no longer revenue neutral to Metro, and the existing college pass programs were not reaching a large enough percentage of the student population to encourage ridership growth.

Motion 49.1

In May 2016, the Board adopted the Universal College Student Transit Pass (U-Pass) Pilot Program in response to Motion 49.1 by Director Ridley-Thomas. While the motion highlighted community college students, the recommended and subsequently adopted pilot program addresses all college students. This program is designed to partner with schools to utilize technology and improve accessibility to reduced fares by streamlining the Pass enrollment process to increase student ridership, while keeping costs low for students. Students of participating schools can purchase semester passes online or on campus. They receive a sticker with an embedded TAP chip, which turns their student ID into a TAP card that can be renewed each semester. Schools partner with Metro in co-branded marketing and collect payments from students to fund the program. At the end of the semester, the schools are only billed for actual rides taken by students at the reduced rate of \$0.75 per boarding and the maximum charge is capped at \$43 per student per month to match the existing C/V program.

Staff created boilerplate Memoranda of Understanding (MOUs) approved by County Counsel and standard administrative procedures to make the U-Pass Program easy to implement, while also

placing a high value on allowing schools to administer the program in the way that works best on their individual campuses.

DISCUSSION

U-Pass Participation

As of May 2018, there are thirteen (13) schools participating in the U-Pass Program:

1. California Institute of Technology (CalTech) - Joined Fall 2016
2. California State University, Northridge (CSUN) - Joined Fall 2016
3. California State University, Los Angeles (CSULA) - Joined Spring 2017
4. Compton Community College District (CCCD) - Joined Fall 2017
5. El Camino College - Joined Fall 2017
6. Los Angeles City College - Joined Spring 2018
7. Los Angeles Mission College - Joined Spring 2018
8. Los Angeles Pierce College - Joined Spring 2017
9. Los Angeles Trade Technical College (LATTC) - Joined Fall 2016
10. Loyola Marymount University (LMU) - Joined Fall 2017
11. Pasadena City College (PCC) - Joined Fall 2016
12. Rio Hondo College - Joined Fall 2016
13. University of Southern California (USC) Graduate Students - Joined Spring 2016

University of California Los Angeles is the only remaining institution in the I-TAP Program and plans to transition to U-Pass on July 1, 2018.

Previously, there were 7,402 I-TAP participants. At the end of the Fall/Winter pass period on February 25, 2018, there were 11,051 participants in the U-Pass Program, which is an increase of 3,649 participants or 49% (see chart below).

I-TAP and U-Pass Participants:

School	ITAP Passes Fall 2015	U-Pass Fall '16 (Annual Increase)	U-Pass Fall '17
PCC	3,724	2,022 (-46%)	2,004 (-0.01%)
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CSUN	0	1,663	1665 (+.001%)
LATTC	0	268	418 (+56%)
CSULA	0	0	2188
Compton College	0	0	58

El Camino College	0	0	110
LA Pierce	0	0	100
LMU	0	0	0
SMC (Test Group)	0	70	0
Annual Totals	7,402	9,137 (+23%)	11,051 (21%)
Total Increase			+49%

In the first 16 months of the program, there were 3.9 million boardings in the U-Pass Program. The success of the program has been largely due to schools subsidizing passes, Metro's presence on participating campuses, co-branded marketing, and the ease of purchasing passes.

The success of this program resulted in Metro's U-Pass Program being chosen by the Transportation Research Board (TRB) as a case study in the Transit Cooperative Research Program (TCRP) report Synthesis 131 on Best Practices in College Student Transit Pass programs (<http://www.trb.org/Main/Blurbs/177362.aspx>). In addition, U-Pass has been one of the key focuses of the South Los Angeles Transit Empowerment Zone (SLATE-Z), a designated Promise Zone for Federal grant funding, and was included as part of The Kresge Foundation's 2017 National Summit on Higher Education and Transportation.

Spring Semester Participation

Staff is in discussions with the following schools for Summer or Fall 2018 implementation:

- ArtCenter
- Azusa Pacific University (APU)
- CSUDH
- Glendale Community College
- West L.A. College (WLAC)
- Whittier College
- University of Southern California (USC - Undergraduate Students)
- UCLA - Transition from ITAP on July 1, 2018

If all of the above schools join the U-Pass Program in Fall, 28.5% of colleges in Los Angeles County will be participating in the program. Staff has set an aggressive goal of enrolling the remaining 55 schools in the county within the next two years of the program.

Reducing the Minimum Unit Requirement

In the initial External Task Force meetings to establish the U-Pass Pilot Program, many of the schools requested that the minimum units required to obtain a reduced fare pass be significantly reduced or eliminated.

Several municipal partners who offer U-Pass-type programs have a zero-unit or one-unit requirement:

- Big Blue Bus - Santa Monica College (SMC) students and staff may ride any Big Blue Bus line at any time using a valid, activated SMC ID card with current semester sticker
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One of the primary goals of the Metro U-Pass Program is to help transition participating schools to a fee-based administration system where all registered students pay a transportation fee and all registered students receive a dual-technology ID card with an embedded TAP chip or a TAP sticker on their regular ID Card to use on Metro and partner agencies' services throughout the semester. In order to utilize that type of program administration, all students who pay the fee would need to be eligible to participate in the U-Pass Program.

During the pilot period, 22,833 individuals purchased U-Passes (See Attachment B). Of these, 15,312 (67%) were full-time students and 7521 (33%) were part-time students. Of the part time students, 271 (4%) previously purchased Metro Monthly or EZ Regional passes, and 1,562 (21%) were new Metro riders.

Based on the information above, staff recommends removing the unit requirement from the U-Pass program and allowing all students who are enrolled in credit or non-credit courses to be eligible to participate. Staff also recommends allowing schools who subsidize the program to set specific eligibility requirements for receiving the subsidy as long as any enrolled student is able to purchase the pass at the full U-Pass price.

Transitional Pass Program

Staff recommends continuing and expanding the GradPass Program, a reduced fare Transitional Pass available at \$43 per month to U-Pass participants for 12-months after graduation, as a permanent program. For Spring Semester 2017, only two schools participated in the program, CSUN and CSULA. Approximately 15% of qualifying U-Pass graduates at those schools participated in the U-Pass Program. Staff believes this program has much greater potential and will continue to work to expand the program.

Staff and Faculty Employer Pass Pilot Program (E-Pass)

Since the beginning of the U-Pass Pilot Program in 2016, schools have been asking for a similar program to cover their staff and faculty boardings. Commute Services is currently working with the Office of Management and Budget (OMB) on a Pilot Program, which will be based on a per-boarding cost and administered through partnership agreements, similar to the U-Pass Program. The per-boarding charge of \$1.40 is equivalent to the current average fare per boarding that Metro is collecting under the ATAP Program. As a marketing incentive, the maximum cost per participant will be capped at \$80 per month. This program will run for up to two years, based on the timeline of OMB's current fare analysis project and all current and future U-Pass schools will have the opportunity to participate in the E-Pass Pilot Program.

Regional U-Pass

Several of the current and future U-Pass schools have agreements with multiple transit agencies to provide service, which is accessed on a single fare instrument. Previously, the schools paid each transit provider separately, and all passes were loaded onto a single TAP sticker or card. Under that system, there were more than 10 different fare types in the TAP system.

It would benefit students and transit agencies to have one Regional U-Pass that is valid on all participating agencies. Staff recommends moving forward on creating this pass, which will require the agreement of all participating municipal operators.

As a first step, staff has created reimbursement agreements with several of the transit agencies listed above, where the agency adds U-Pass to their farebox and Metro reimburses them for all U-Pass boardings at the end of the semester at the U-Pass rate or their current college rate, whichever is lower. During the Fall 2017 semester, El Camino and Compton College students had access to Torrance Transit, GTrans, and Long Beach Transit through their U-Passes. Staff is currently in discussions to add reimbursement agreements with the following agencies for Fall 2018: Big Blue Bus, County of Los Angeles, Culver CityBus, El Monte Transit, Foothill Transit, LADOT, Norwalk Transit, Montebello Bus, and Santa Clarita Transit. This change would reduce the total college fare types in the TAP fare system to only 3 (See Attachment C). Many other municipal providers have also expressed interest in joining the U-Pass Program.

Staff will continue to work with OMB and municipal agencies to establish a Regional U-Pass and will report back to the Board in 12 months regarding the progress of this program.

DETERMINATION OF SAFETY IMPACT

This program does not affect the incidence of injuries or healthful conditions for patrons or employees. Therefore, approval of this request will have no impact on safety.

FINANCIAL IMPACT

Since the beginning of the pilot program in August 2016, the U-Pass Program has generated \$4.1 million in revenue. Of the part time students who participated in the pilot period, 271 (4%) previously purchased Metro Monthly or EZ Regional Passes, representing a potential revenue loss of \$30,000 per month. However, 1,562 did not previously ride Metro, representing potential new revenue of approximately \$50,000 per month (based on the average weekly ridership of 10 boardings per week at \$.75 per boarding) for a net monthly revenue increase of \$20,000 (67% increase).

Impact to Budget

The funding source for the MCS programs is Enterprise Fund operating revenues including sales tax and fares. The source of funds for this action, operating revenues, is eligible to fund bus and rail operating and capital expenditures.

The continued expansion and support of the U-Pass program may warrant an evaluation of the

staffing for future years as part of the budget process.

ALTERNATIVES CONSIDERED

1. Continue the I-TAP Program. However, due to the lack of widespread usage, difficulty of administration, and the loss of revenue, staff does not recommend continuing the I-TAP beyond the U-Pass Pilot Program. As of July 1, 2018, UCLA will be converting to U-Pass and all current I-TAP schools have been converted to U-Pass.
2. Discontinue the regular monthly College/Vocational Pass discount for students. However, staff does not recommend this because not all colleges are enrolled in U-Pass. As a result, Metro will continue to offer the regular monthly College/Vocational Pass for students at schools not participating in the U-Pass program.

NEXT STEPS

1. Establish long-term contracts with each of the existing U-Pass schools.
2. Enroll the all colleges in L.A. County during the next two years of the program and continue to grow ridership at all partner schools by 10% each year.
3. Expand the GradPass Program to all participating colleges.
4. Continue discussions with Municipal agencies to create countywide Regional U-Pass and report back to board in 12 months.
5. Continue to seek additional funding to further reduce the cost of the program to schools and will work with schools to identify other sources of funding such as parking fees and/or fines, student association fees, and/or activity fees and/or referendums and as a means of subsidizing the program.
6. Continue to partner with schools to address transit service and service alignment issues.

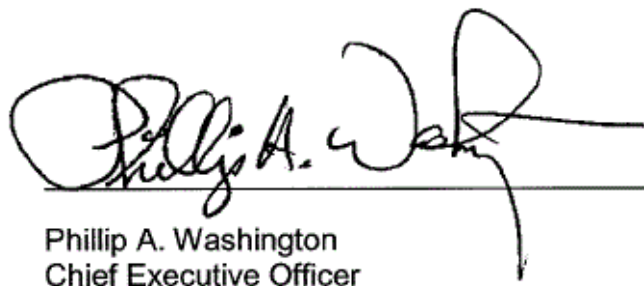
ATTACHMENTS

Attachment A - U-Pass Survey Analysis

Attachment B - U-Pass Fare Consolidation Table

Prepared by: Devon Deming, Dir. of Metro Commute Services, (213) 922-7957
Jocelyn Feliciano, Communications Manager, (213) 922-3895
Glen Becerra, EO, Marketing, (213) 418-3264

Reviewed by: Pauletta Tonilas, Chief Communications Officer, (213) 922-3777



Phillip A. Washington
Chief Executive Officer



Board Report

File #: 2018-0189, **File Type:** Program

Agenda Number: 39.

EXECUTIVE MANAGEMENT COMMITTEE MAY 17, 2018

**SUBJECT: UNIVERSAL COLLEGE STUDENT TRANSIT PASS
PILOT PROGRAM**

ACTION: APPROVE RECOMMENDATIONS

RECOMMENDATION

CONSIDER:

- A. RECEIVING AND FILING the results of the Universal College Student Transit Pass (U-Pass) Pilot and GradPass Programs;
- B. APPROVING the transition of the U-Pass and GradPass Programs to become permanent programs and discontinue the I-TAP Program effective Fall 2018;
- C. APPROVING the unit reduction for undergraduate students from 6 units to 0 units and only require current enrollment in credit or non-credit courses effective Summer 2018 term for the U-Pass Program; and
- D. EXTENDING work on the Regional U-Pass Program to report back to Board within 12 months.

ISSUE

As part of an ongoing effort to pursue strategies to increase college student transit ridership, the Metro Board approved the Universal College Student Transit Pass (U-PASS) Pilot Program in May 2016 in response to Motion 49.1 by Director Ridley-Thomas. The two-year pilot program concludes in August 2018 and has increased college student ridership by 49%.

A lesson learned from the Pilot Program is that colleges interested in a fee-based administration system where all registered students pay a transportation fee and all registered students receive a TAP-enabled college ID card, for use on Metro and partner agencies, requires all students who pay the fee to be eligible to participate in the U-Pass program. As a result, staff recommends removing the unit requirement from the U-Pass program and allow all students who are enrolled in credit or non-credit courses to be eligible to participate.

BACKGROUND

In 2003, the Board adopted the I-TAP program. This program was designed to increase college student ridership, while keeping the program revenue neutral for Metro. The I-TAP program allowed schools to purchase passes directly from Metro on a semester or quarterly basis. There were four (4) schools participating in the I-TAP program in 2016 - Pasadena City College, Rio Hondo College, University of California Los Angeles (UCLA) and University of Southern California (USC - graduate students only).

Full-time undergraduate and graduate students in Los Angeles County are eligible for a reduced fare College/Vocational 30-day pass that is offered at \$43 per month, a 57% discount from the regular Metro 30-day pass, which is \$100 per month. In order to be eligible for the C/V pass, undergraduate students must be enrolled in a minimum of 12 units or 12 hours of in-classroom study per week for a minimum of 3 consecutive months. Graduate students must be enrolled in a minimum of 8 units of in-classroom study per week for a minimum of 3 consecutive months. Students can purchase the reduced fare TAP card directly from Metro and load it at Ticket Vending Machines (TVMs), customer centers, vendor outlets, or online.

As of August 2016, there were more than 1.4 million public college students in Los Angeles County, and only 14,000 (1%) were actively participating in Metro's reduced fare college pass programs, the College/Vocational (C/V) Pass and Institutional Transit Access Pass (I-TAP) programs. In addition, the C/V and I-TAP programs were only offered to full-time students who represented only 30% of public school students in Los Angeles County, while the remaining 70% of students were considered part-time and were not eligible for these programs. Lastly, Metro's systemwide average fare per boarding (FPB) was \$0.75 while the I-TAP group rate pricing was only generating \$.29 per boarding. The I-TAP group rate pricing model was no longer revenue neutral to Metro, and the existing college pass programs were not reaching a large enough percentage of the student population to encourage ridership growth.

Motion 49.1

In May 2016, the Board adopted the Universal College Student Transit Pass (U-Pass) Pilot Program in response to Motion 49.1 by Director Ridley-Thomas. While the motion highlighted community college students, the recommended and subsequently adopted pilot program addresses all college students. This program is designed to partner with schools to utilize technology and improve accessibility to reduced fares by streamlining the Pass enrollment process to increase student ridership, while keeping costs low for students. Students of participating schools can purchase semester passes online or on campus. They receive a sticker with an embedded TAP chip, which turns their student ID into a TAP card that can be renewed each semester. Schools partner with Metro in co-branded marketing and collect payments from students to fund the program. At the end of the semester, the schools are only billed for actual rides taken by students at the reduced rate of \$0.75 per boarding and the maximum charge is capped at \$43 per student per month to match the existing C/V program.

Staff created boilerplate Memoranda of Understanding (MOUs) approved by County Counsel and standard administrative procedures to make the U-Pass Program easy to implement, while also

placing a high value on allowing schools to administer the program in the way that works best on their individual campuses.

DISCUSSION

U-Pass Participation

As of May 2018, there are thirteen (13) schools participating in the U-Pass Program:

1. California Institute of Technology (CalTech) - Joined Fall 2016
2. California State University, Northridge (CSUN) - Joined Fall 2016
3. California State University, Los Angeles (CSULA) - Joined Spring 2017
4. Compton Community College District (CCCD) - Joined Fall 2017
5. El Camino College - Joined Fall 2017
6. Los Angeles City College - Joined Spring 2018
7. Los Angeles Mission College - Joined Spring 2018
8. Los Angeles Pierce College - Joined Spring 2017
9. Los Angeles Trade Technical College (LATTC) - Joined Fall 2016
10. Loyola Marymount University (LMU) - Joined Fall 2017
11. Pasadena City College (PCC) - Joined Fall 2016
12. Rio Hondo College - Joined Fall 2016
13. University of Southern California (USC) Graduate Students - Joined Spring 2016

University of California Los Angeles is the only remaining institution in the I-TAP Program and plans to transition to U-Pass on July 1, 2018.

Previously, there were 7,402 I-TAP participants. At the end of the Fall/Winter pass period on February 25, 2018, there were 11,051 participants in the U-Pass Program, which is an increase of 3,649 participants or 49% (see chart below).

I-TAP and U-Pass Participants:

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FINANCIAL IMPACT

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staffing for future years as part of the budget process.

ALTERNATIVES CONSIDERED

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3. Expand the GradPass Program to all participating colleges.
4. Continue discussions with Municipal agencies to create countywide Regional U-Pass and report back to board in 12 months.
5. Continue to seek additional funding to further reduce the cost of the program to schools and will work with schools to identify other sources of funding such as parking fees and/or fines, student association fees, and/or activity fees and/or referendums and as a means of subsidizing the program.
6. Continue to partner with schools to address transit service and service alignment issues.

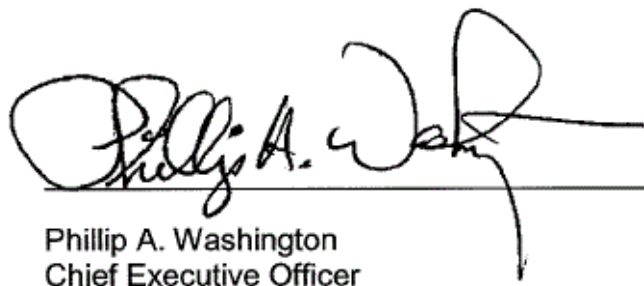
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Attachment B - U-Pass Fare Consolidation Table

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Reviewed by: Pauletta Tonilas, Chief Communications Officer, (213) 922-3777



Phillip A. Washington
Chief Executive Officer

U-Pass Program

Executive Management Committee

May 17, 2018



U-PASS

- The U-Pass Pilot Program has completed 21 months of its 24-month pilot program, which will expire in August 2018.
- Through partnerships with colleges, U-Pass TAP stickers are sold on campus and placed directly onto student IDs
- Schools are billed for actual boardings per semester at \$0.75 per boarding with the maximum cost being \$10.03 per week per participant, which is the equivalent of the \$43/month College/Vocational fare.
- Some schools pay for all or part of the cost on behalf of the students, but others charge them to participate.



U-PASS

CURRENT PARTNERS

Cal Tech, CSULA, CSUN,
Compton College, El Camino College, LA
City College, LA Trade Tech College, LMU,
Mission College, Pasadena City College,
Pierce College, Rio Hondo College,
USC Graduate Students
UCLA (Transitioning 7/1/18)

Cal State Los Angeles
Silver Line Station



U-PASS (Cont'd.)

For the first 16 months of the pilot program), the U-Pass Program had:

- ✓ 31,312 U-Passes sold
- ✓ 3.9 million boardings
- ✓ \$2.95 million in revenue
- ✓ 49% increase in participants (Fall' 15 = 7,402 vs. Fall' 17 = 11,051)



U-PASS (Cont'd.)

Title VI Analysis:

In Metro service area is 77% minority with 15.9% low income

U-Pass participation is 93% minority with 75% low income

Additional Programs Available:

- GradPass available for graduating U-Pass holders to receive reduced fare for additional 12 month after graduation at \$43/mo.
- K-12 Discount for Dual Enrolled Students (\$5.40/wk vs. \$10.03/wk)
- Bike Share and Stored Value can be added to U-Pass
- Additional Transit Agency Partners through reimbursement agreements

U-PASS (Cont'd.)

Metro's U-Pass Program included in:

- Transit Cooperative Research Program (TCRP) report Synthesis 131 on Best Practices in College Student Transit Pass programs (<http://www.trb.org/Main/Blurbs/177362.aspx>).
- South Los Angeles Transit Empowerment Zone (SLATE-Z) Transportation Working Group
- The Kresge Foundation's 2017 National Summit on Higher Education and Transportation

U-PASS (Cont'd.)

Currently seeking Board approval to:

- Make U-Pass a permanent program
- Reduce the number of units required from 6 to 0
 - ✓ Schools would verify enrollment instead of units
 - ✓ Change would match other regional transit agencies' college pass programs (Foothill Transit, Long Beach Transit, Santa Monica Big Blue Bus)
 - ✓ Would also enable schools to implement transportation fees as part of registration fees (must be approved by students)
- Continue work on a Regional U-Pass and report back in 12 months
 - ✓ Current reimbursement agreements with GTrans, Long Beach Transit and Torrance Transit
 - ✓ Additional agreements planned to be added for Fall 2018

Thank you!

For additional information visit:
www.metro.net/riding/colleges

For questions/participation contact

Devon Deming
Director, Metro Commute Service
demingd@metro.net
(213) 922-7957





Board Report

File #: 2018-0273, File Type: Agreement

Agenda Number: 40.

EXECUTIVE MANAGEMENT COMMITTEE MAY 17, 2018

SUBJECT: METRO TRANSPORTATION SCHOOL

ACTION: APPROVE RECOMMENDATIONS

RECOMMENDATION

CONSIDER:

- A. RECEIVING AND FILING an update on the Metro Transportation School; and
- B. AUTHORIZING the Chief Executive Officer to negotiate and execute a Memorandum of Understanding (MOU) with the County of Los Angeles (County) based on the principles outlined in Attachment A.

ISSUE

At its June 2017 meeting, the Board received and filed the proposed framework for a pilot educational and vocational training program with the objective of facilitating career pathways for local youth in Los Angeles County's transportation sector. Given the progress made to date, a critical next step is for Metro to negotiate and enter into a MOU with the County for the development of the transportation school.

BACKGROUND

At its April 2017 meeting, the Board approved Motion #43 by Directors Ridley-Thomas, Fasana, Garcetti, Barger, Garcia, and Dupont-Walker directing the CEO to develop a framework for a pilot educational and vocational training program, specifically, though not exclusively, targeting at-risk probation and DCFS youth who have historically been under-served educationally. (Attachment B). Since the report to the Metro Board last June, staff has retained a consultant, CausalImpacts, and continued coordination with the County regarding the development of a transportation school, including predevelopment activities associated with a potential site.

DISCUSSION

Transportation School Framework

Since the last Board update, the consultant and project team have developed the Metro Expose, Educate, Employ Youth Education (E3) Initiative that aims to expose, educate and employ the next generation of youth into the transportation industry. The centerpiece of the E3 initiative is the Metro transportation school that plans to recruit youth from the County's safety net, along with youth from across the County, to a college-preparatory boarding academy that specializes in inspiring and training youth to pursue careers in the transportation and infrastructure sectors. Mission and goals of the E3 Initiative are to:

- Ensure the training center is a state-of-the-art, cutting edge facility, promoting innovation in the field;
- Align the curriculum development for synergy with Metro's workforce demands, to include options for immediate job opportunities through Metro and its contractors;
- Through a transit vocational training center, expand the opportunities for disadvantaged residents from across the County to seek opportunities for job training to prepare themselves for careers in the transit industry in coordination with Metro's WIN LA Program; and;
- Partner with labor, the private sector, community colleges and community organizations to develop culturally-sensitive training programs with wrap-around services (as needed).

Transportation School Site

On December 5, 2017, the Los Angeles County Board of Supervisors (BOS) approved the acquisition of 4.2 acres of land on the 8400 and 8500 blocks of Vermont Ave in South Los Angeles for the development of the Vermont and Manchester Transit Priority Joint Development Project. The proposed Project consists of a six-story mixed-use affordable housing and community serving/commercial retail building, an open transit plaza, a six-story high school boarding academy with faculty residential units, and 383 parking spaces located at the ground-level and within a 4.5-level parking structure. The County received possession of the property on May 7th.

The proposed project site provides the opportunity for Metro to partner with the County to build the premiere public charter transportation boarding school at this location as well as a transit vocational training center within the mixed-use development. The County has issued a RFP for the developer and operator of the Boarding School. The solicitation was drafted with input from Metro staff and

Metro will serve on the evaluation committee. The County intends to finalize the review by the end of the month and bring an Exclusive Negotiation Agreement (ENA) to the BOS on June 19, 2018. An RFP was released for the mixed-use portion of the development on Friday, April 27, 2018 through the County's Community Development Commission. The County expects to enter into an ENA with the developer by September 2018.

Staff recommends the Board designate authority for the CEO to enter into negotiations with the County for the development of an MOU and/or Exclusive Negotiation Agreement which would guide the implementation of the Vermont and Manchester Transit Priority Joint Development Project. The MOU would be based upon the principles outlined in Attachment A.

DETERMINATION OF SAFETY IMPACT

This Board action will have no adverse impact on safety standards for Metro.

ALTERNATIVES CONSIDERED

The Board could choose not to proceed with the recommended action and could direct staff to not enter into an MOU with the County. Staff does not recommend proceeding with this alternative since it does not address the priorities outlined in the Board motion to address the agency's workforce needs.

FINANCIAL IMPACT

There is no financial impact to executing a MOU with the County. Any funding commitments related to the transportation school would be brought to the Metro Board for consideration as a formal funding agreement.

NEXT STEPS

Upon approval by the Board, staff will begin negotiations with the County.

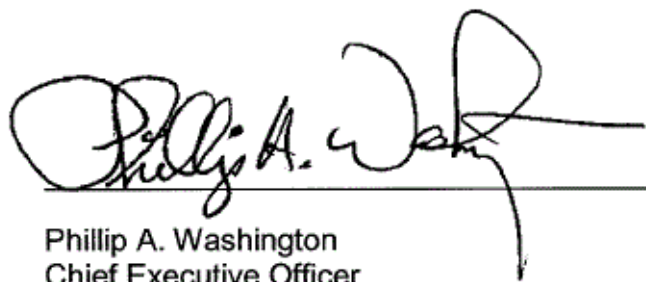
ATTACHMENTS

Attachment A - Principles for the MOU

Attachment B - Motion 43: Supporting Access to Careers in Los Angeles County's Transportation Sector for At-Risk Youth

Prepared by: Joanne Peterson, Chief Human Capital & Development, (213) 418-3088

Reviewed by: Stephanie Wiggins, Deputy CEO, (213) 922-1023



Phillip A. Washington
Chief Executive Officer

PRINCIPLES FOR THE MOU

Potential Partnership with Metro and the County

Boarding School

- The County anticipates entering into a long-term ground lease with a boarding school developer/operator for a transit-focused charter boarding school.
- Significant gap subsidy is anticipated to ensure the effective operation of the boarding school. It is envisioned that the County, Metro, industry partners, and potentially philanthropic sources could share those costs.
- While LACOE would license the school, Metro could oversee/liaison with the operator to ensure that the curriculum and training activities meet Metro's standards.
- Metro would facilitate internships and other work experiences for the students, as well as connections to permanent positions either at Metro or with Metro-contractors.

Transit Training Center, Transit Plaza and Parking Lot

- The RFP anticipates the mixed-use developer constructing the transit plaza, mixed-use development and parking lot. Metro may want to facilitate transit oriented amenities including ticket vending machines, bike share or other features. Also, Metro may want to secure specific spaces in the parking lot for a park and ride for the future Vermont BRT.
- The County anticipates entering into a long-term ground lease with the mixed-use developer.
- The County has allocated \$6 million for the development of the transit plaza (in Prop A local return funds available to the Second Supervisorial District).
- As part of the RFP, the County indicates that approximately 15,000 square feet of the mixed-use development would be a transit vocational training center. It is envisioned that Metro would take the lead in financing and operating this center. It could become a separate air space parcel owned by Metro if that is the desire.
- Metro's Role
 - o In partnership with the school provider, Metro will infuse the curriculum with skill development related to the transportation industry
 - o Provide Metro Employee Support
 - o Provide E3 Supplemental Programming

- Build an innovative state-of-the-art Vocational Training
- Provide Teacher Professional Development
- Facilitate Partnerships
- Support School Branding Efforts
- Support Recruitment and Outreach
- Connect graduating students and families to WIN-LA

Board Report

File #:2017-0271, File Type:Motion / Motion
Response

Agenda Number:43.

EXECUTIVE MANAGEMENT COMMITTEE
APRIL 20, 2017

Motion by:

Ridley-Thomas, Fasana, Garcetti, Barger, Garcia and Dupont-Walker

Item 43: Supporting Access to Careers in Los Angeles County's Transportation Sector for At-Risk Youth

Following the passage of Measure M, the Los Angeles County Metropolitan Transportation Authority (Metro) is poised to dramatically transform the transportation infrastructure of the region, and in doing so, propel the development of a sizable workforce to support the planning, construction, operations and maintenance of our expanding system. Specifically, the Los Angeles Economic Development Corporation (LAEDC) estimates that 778,000 jobs and \$133.6 billion in economic output will result from infrastructure projects funded by Metro's Traffic Improvement Plan over the next half century. LAEDC further projects that the construction, architecture and engineering fields would experience the highest percentage of growth.

Over the next three years, 39% of the Metro workforce will be fully eligible for retirement. Metro has numerous programs in place to support inclusive contracting opportunities and a diverse workforce. Specially, the Department of Economic Opportunity and Diversity systemically identifies opportunities to expand participation of small, local and veteran-owned businesses through all of Metro's contracts. In addition, Metro has instituted numerous workforce development initiatives including the Workforce Initiative Now - Los Angeles (WIN-LA) Program, as well as an agency-wide Project Labor Agreement which requires the significant participation of targeted and disadvantaged worker populations on major construction projects.

However, in order to further foster a pipeline of qualified, local individuals for careers in the

transportation sector, Metro should also consider engaging youth early on, potentially as part of their middle or high school experience. Moreover, there is an opportunity to collaborate with at-risk populations including youth involved with the County of Los Angeles' (County) Probation and Children and Family Services (DCFS) Departments to expose and connect them to transit-related educational and career opportunities if their interests align.

DCFS serves nearly 35,000 children and their families across the County. High school graduation rates for this population are abysmal, with only 45 percent of foster youth in California completing high school, compared with 79 percent of the general student population. Nationally, only six percent of former foster youth have earned a two or four-year degree by age 24, and only one in two foster youth is employed by age 24. Even more alarming, one in five foster youth becomes homeless after aging out of the system.

Additionally, the County's Probation Department supervises approximately 6,000 youth in the community and detains or incarcerates approximately another 1,100 on a daily basis. National statistics indicate that most youth in the juvenile justice system have had unstable educational histories with a high number of school transitions and disciplinary actions (i.e., suspensions). Researchers have found that over 40% may be enrolled in special education classes, approximately 50% perform below grade level, and as low as only 20 to 40% of justice-involved youth ultimately earn a diploma or General Equivalency Degree.

Given these statistics, exposure from an early age to transit-related careers combined with vocational preparation and specific job training could significantly transform the self-sufficiency and well-being of young people in the County's care as they transition to adulthood. This type of collaboration could not only help meet Metro's long-term workforce development goals, but also create a career pathway for many young disenfranchised populations who are, or have been, under the care and supervision of the County of Los Angeles.

APPROVE Motion by Ridley-Thomas, Fasana, Garcetti, Barger, Garcia and Dupont-Walker to direct the Chief Executive Officer, in consultation with appropriate Departments of the County of Los Angeles including the Probation Department, Children and Family Services Department, Office of Education, the Department of Workforce Development, Aging, and Community Services, Department

of Public Social Services, and other appropriate entities, to report back to the Executive Management Committee during the June board cycle with a proposed framework for a pilot educational and vocational training program, specifically though not exclusively targeting youth involved in the County's Probation or Child Welfare System, with the objective of facilitating career pathways for local youth into Los Angeles County's transportation sector.



METRO E3 INITIATIVE:

How to Expose, Educate, and Employ the Next Generation for Careers in the Global Transportation Industry



Metro

May 2018



Job opportunities in the transportation industry are increasing

MEASURE M WILL
GENERATE MORE THAN

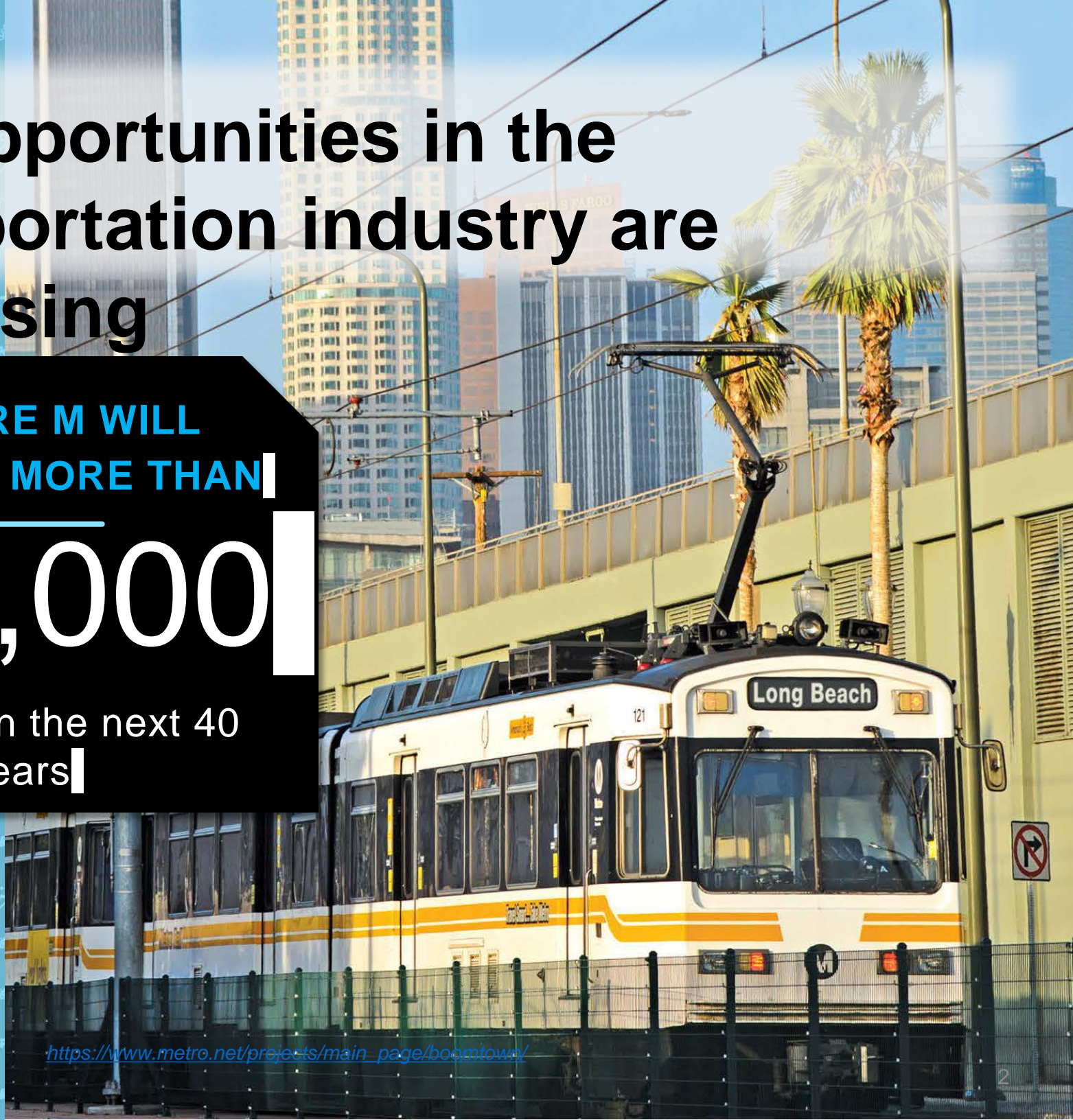
778,000

New jobs in the next 40
years



Metro

https://www.metro.net/projects/main_page/boomtown/





**But the pool of
qualified
applicants IS NOT**

50%

**Over 50% of the
transportation
industry
workforce will be
eligible for
retirement in the
next 10 years – a
pace double that
of the nation's
entire workforce**



Metro



Metro

METRO'S WORKFORCE NEEDS

2,200

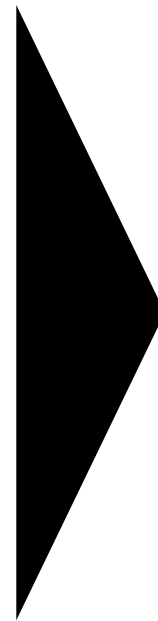
Number of new employees Metro hires annually

69%

Metro employees who are currently over 40 years old

46%

Metro employees who will be eligible for retirement in the next 5 years



We must expand Metro's highly skilled and diverse workforce to meet growing workforce demands, skills-gaps, and looming retirements

[*Link: WIN-LA Program Framework, Metro Data*](#)



Metro

CURRENT CAREER PATHWAYS FOR YOUTH



**WHAT can
be done to expand
Metro's existing
workforce
development
programs to
include
more middle and
high-school-age
youth?**

**Transportation Careers
Academy
Program (TCAP)**
Summer
Internships
for 11th and
12th graders

**Workforce
Initiative Now
(WIN-LA)**
Attract,
develop,
and employ
underrepresent
ed
communities

**Metro
Internship
Program
(MIP)**
college and
graduate
students

**Entry Level
training
Program
(ELTP)**
Trains college
graduates



Metro

PROJECT MISSION AND GOALS

MISSION: Prepare Los Angeles County youth for career and college pathways in the global transportation industry by teaching them transferrable (STEAM) industry skills.



Expose LA County youth to careers in the global transportation industry



Educate and train LA County youth in transferrable transportation industry-skills



Expand Metro's highly skilled and diverse workforce to meet growing demands and



Reinforce Metro's role as an innovative Public Agency



Support Youth's transition into college and careers in the global transportation industry

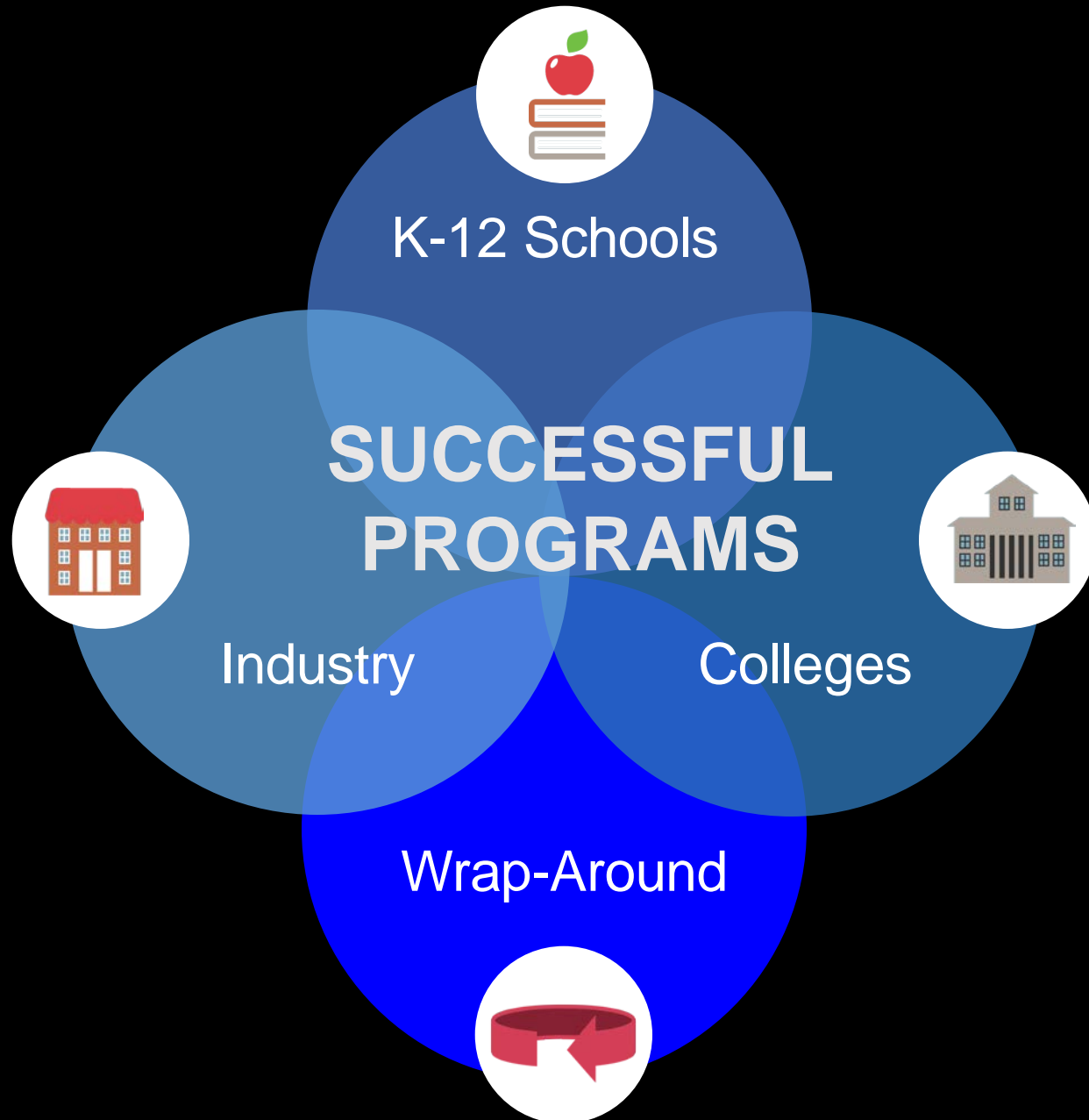
OBJECTIVE: Expand Metro's existing career pathway programs to include more middle and high-school-age youth



Metro

METRO CANNOT DO THIS ALONE

KEY STAKEHOLDERS FOR THIS PROJECT



POTENTIAL SCHOOL CAREER PATHWAYS

ENGINEERING

CONSTRUCTION AND TRADES / INFRASTRUCTURE

MECHANICS AND OPERATIONS

(bus & rail operators, mechanics, etc.)

GLOBAL TRADE AND LOGISTICS

BUSINESS OPERATIONS

(Marketing, Human Resources, Finance, Budgeting, etc.)

CIVICS & PUBLIC POLICY

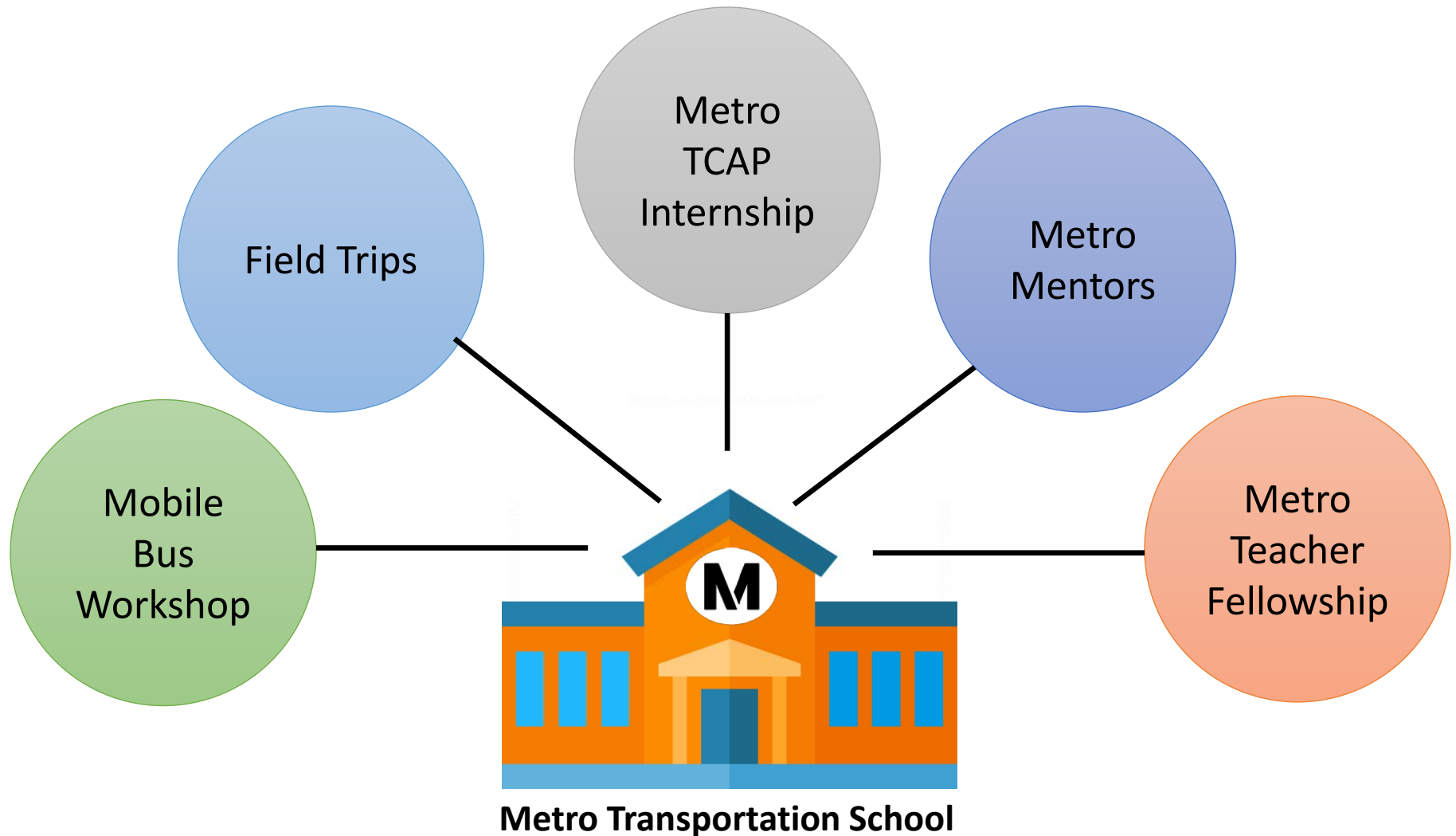
(Planning, Law, Public Relations, Real Estate, Communications)

SAFETY (Security/Police)



Metro

SUPPLEMENTAL E3 PROGRAM COMPONENTS (TBD)





Metro

VERMONT-MANCHESTER SITE

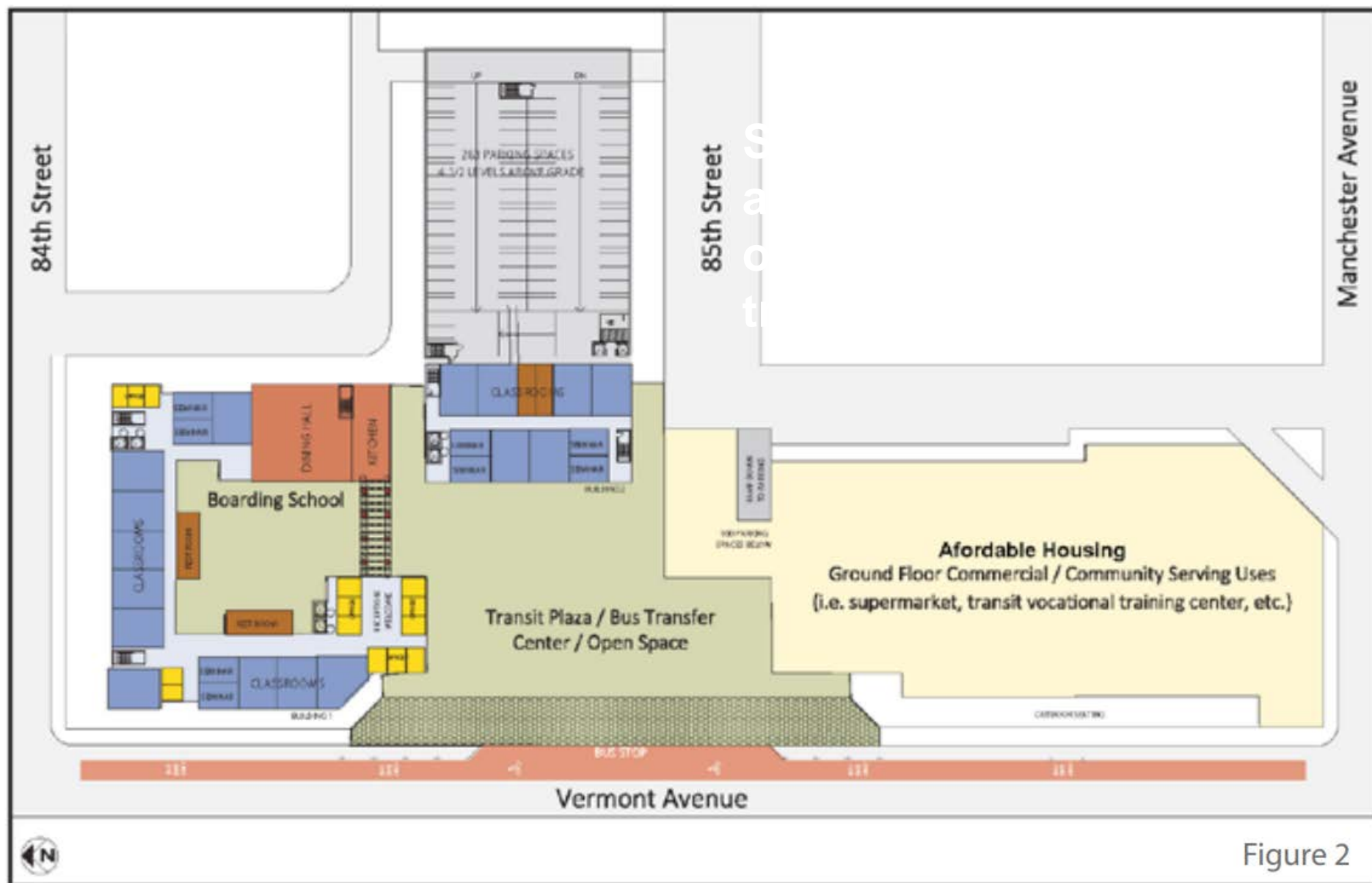


Figure 2

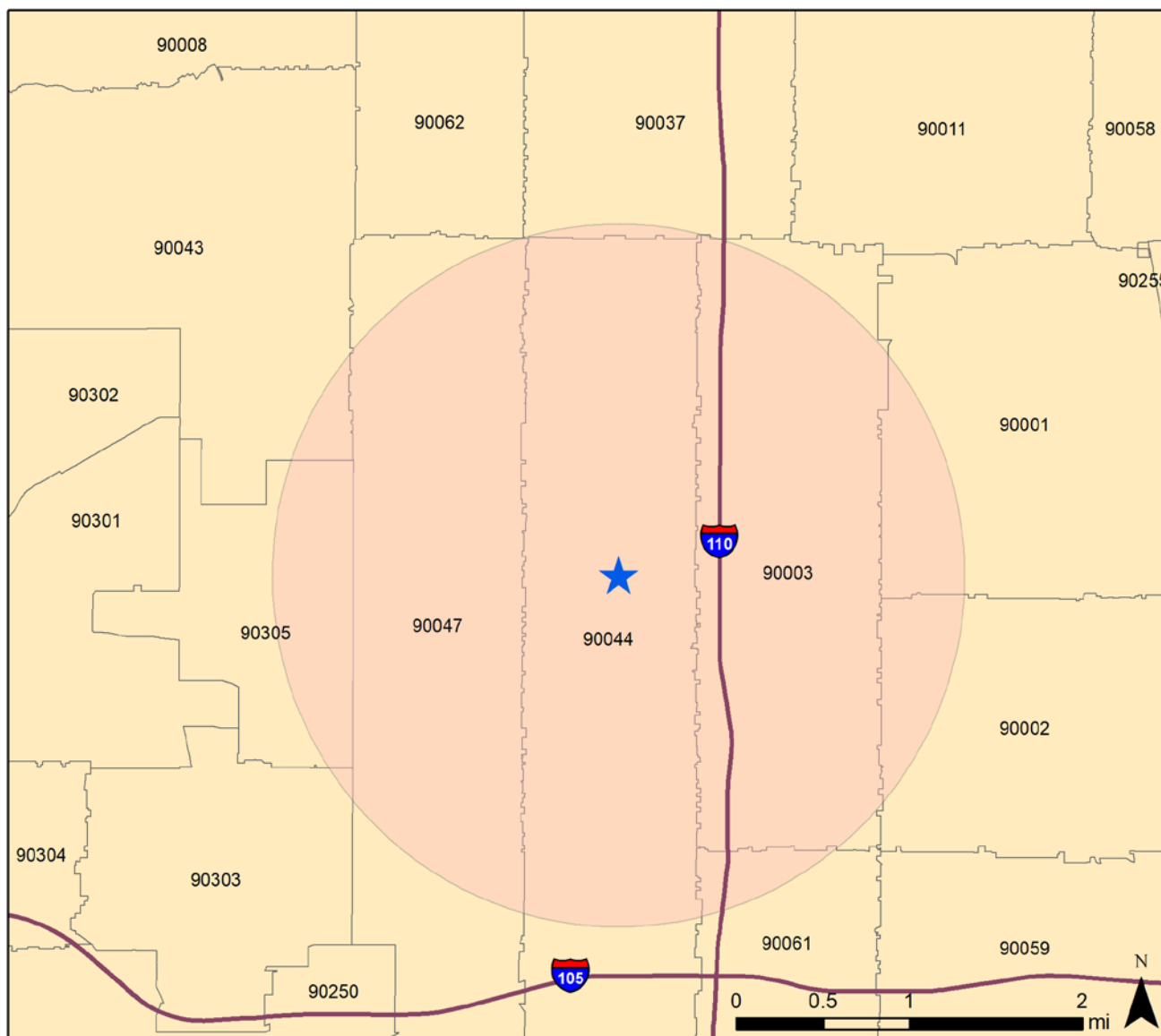
SOURCE: KFA Architects

Project Location Map & Site Plan are from RFP







Metro

VERMONT-MANCHESTER SITE



Site Overview

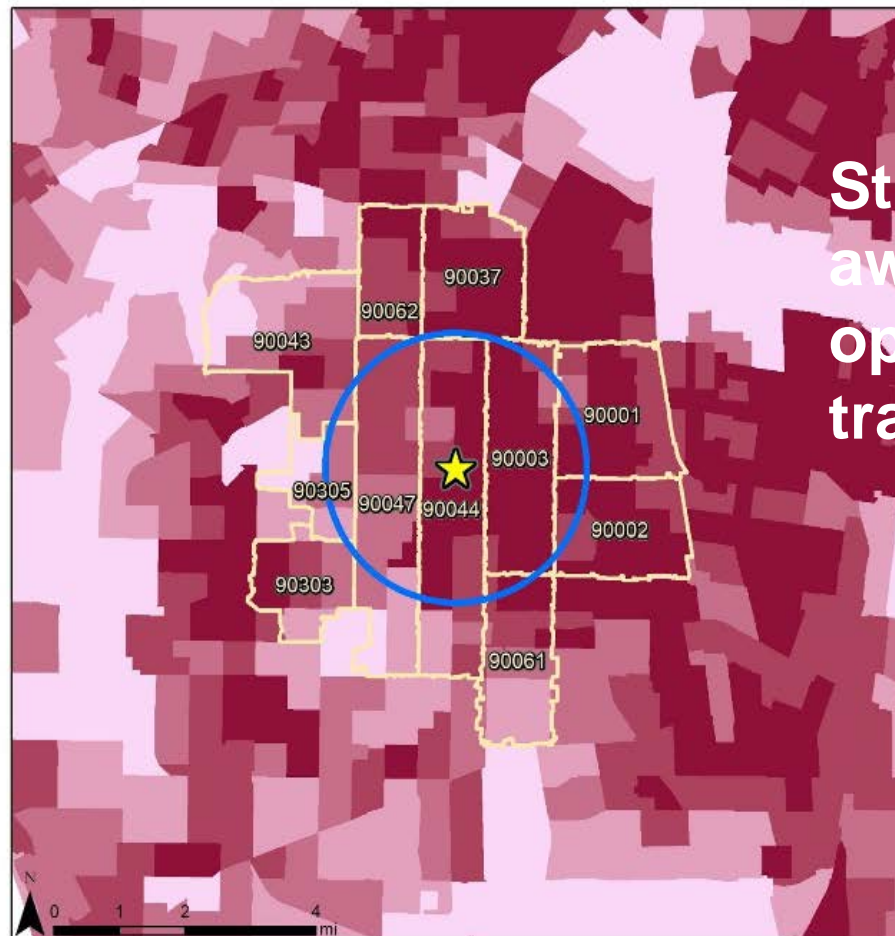
-  Proposed Site
-  Major Freeways
-  2-Mile Radius
-  LA County Zip Codes



Metro

COMMUNITY NEED

Population Density of School Aged Children 5-18



Stigma and lack of awareness about career opportunities in transportation industry



Population Density of School Aged Children

★ Proposed Site

2-Mile Radius

Surrounding Zip Codes

Population Density per Square Mile
Ages 5-18



- Over 62,000 youth <18 live near the site
- Youth make up > 30% of the population in the area
- One of the highest youth population densities in the County



Metro

COMMUNITY NEED

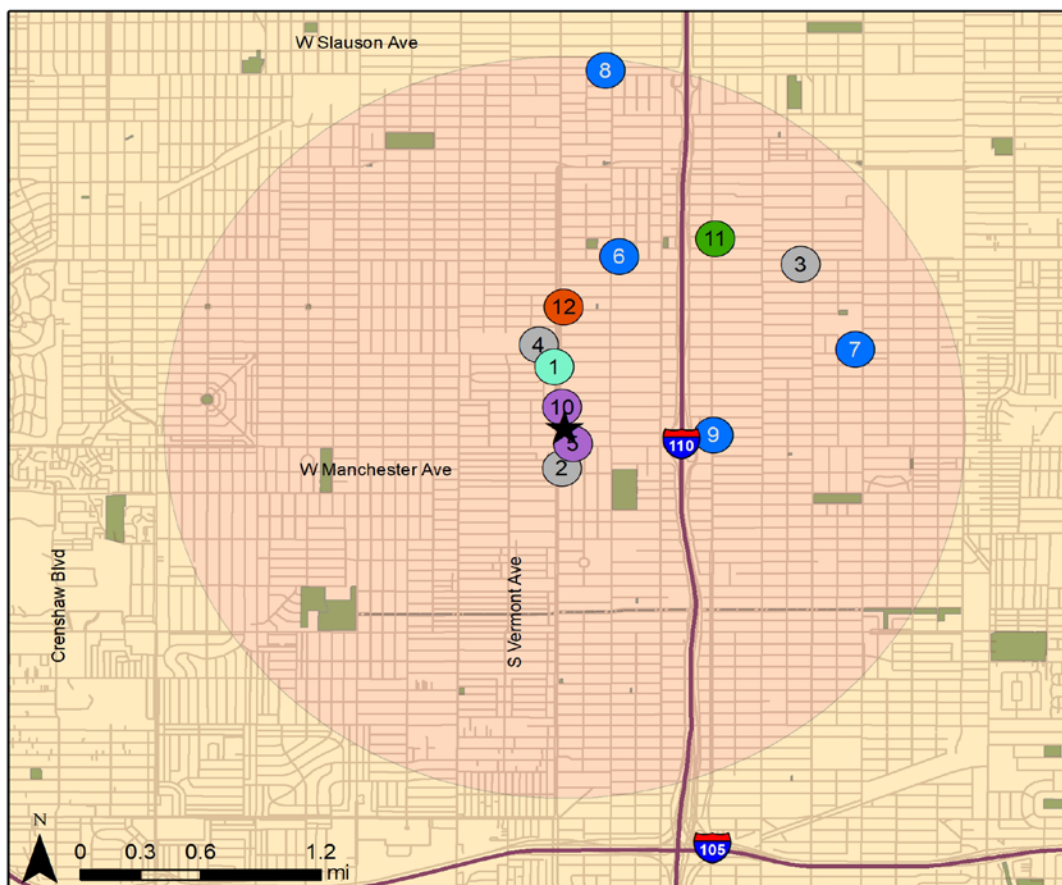
- **430 justice-system involved youth** in the 3 zip codes immediately surrounding the proposed site
- **1,691 foster youth** in Group Homes in the 8 zip codes surrounding the site
- **3.82%** of students in area schools are Homeless and **1.94%** are foster youth, compared to County averages of 3.6% and 0.83%
- **Teen Motherhood is 2X more likely in South LA** than all other County areas
- **11% of the homeless population in South LA are youth under 18**



Metro

CAPACITY TO SERVE YOUNG OPPORTUNITY YOUTH

Major Wraparound Service Providers Within 2 Miles of Manchester-Vermont Site



Services Directory


1. Children's Collective, Inc. (childcare)
2. Community Build Youth & Community Center (GRYD Prevention)
3. Chapter Two, Inc. (GRYD Intervention)
4. Vermont Village (GRYD Intervention)
5. The Children's Collective (FamilySource Center)
6. UMMA Community Clinic
7. UMMA Community Clinic--Fremont Wellness Center
8. St. John's Well Child Center
9. Planned Parenthood--Dorothy Hecht Health Center
10. Los Angeles County Department of Children and Family Services (DCFS)
11. Legal Aid Foundation of Los Angeles
12. Community Centers, Inc. (Work Source Center)

Services At Manchester-Vermont Site

- | | | |
|--------------------------------|-------------------------------|----------------------|
| ★ Proposed Site | ● Health Services | ■ Parks & Open Space |
| ● Childcare Services | ● Legal Aid & Social Services | ■ 2-Mile Radius |
| ● Community & Youth Services | ● Work & Employment Services | |
| ● GRYD Gang Reduction Services | — Major Freeways | |

Sources: Los Angeles County GIS Data Portal, TIGER/Lines 2014, Google Maps



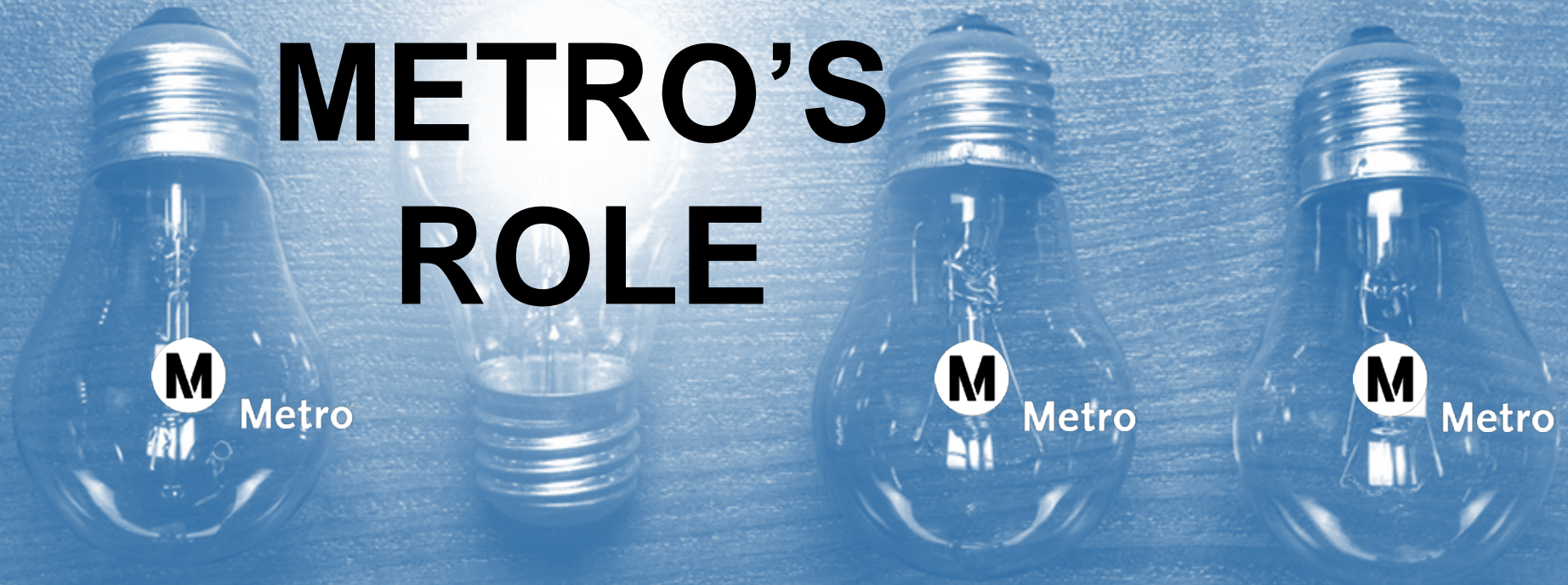
A woman with dark hair, wearing glasses and a headset, is seated at a desk in a call center. She is looking at a computer monitor. The desk has a keyboard, a mouse, and some papers. In the background, other computer monitors and office equipment are visible.

***Our joint goal is to
create the workforce of
tomorrow through this
innovative education-
industry partnership***



Metro

METRO'S ROLE



Provide students with the skills needed in the workplace that cannot be taught within the core academic curriculum.

Provide hands-on learning experiences such as project support, internships, mentorship, workshops and tours.



Metro

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

Board Report

File #: 2017-0796, **File Type:** Contract

Agenda Number: 45.

**REVISED
REGULAR BOARD MEETING
MAY 24, 2018**

SUBJECT: TAP GIFT CARD SALES AND RELOAD PROGRAM

ACTION: AWARD CONTRACT

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to award a five-year, revenue-generating Contract No. PS43741000 to Interactive Communications International, Inc. (InComm) for the distribution of TAP gift cards for purchase at retail gift card kiosks at major chain stores to satisfy customer demand for more TAP sales locations.

(CARRIED OVER FROM FEBRUARY'S REGULAR BOARD MEETING)

ISSUE

Due to the expansion of TAP to 24 participating agencies, and new features such as all door boarding and transfer on second boarding, there is a high customer demand for more convenient locations to purchase TAP cards. Approval of this contract award will enable TAP cards to be available on gift card kiosks for purchase at up to 2,000 locations in Los Angeles County.

DISCUSSION

TAP cards are currently available at over 400 locations throughout LA County, including at 93 rail and 18 Orange Line stations, aboard Metro buses, online at taptogo.net and by phone at 866-TAPTOGO. The TAP Gift Card Sales and Reload Program will provide TAP cards at up to 2,000 major chain stores throughout Los Angeles County (see Attachment C) including near high-volume bus stops and transit centers. The goal is to satisfy customer demand for increased convenience to purchase TAP products and attract new customers. By increasing TAP card availability, cash customers are more likely to transition to TAP thereby speeding up boardings, enhancing security and providing a seamless travel experience across 24 transit agencies. The Program also supports the Metro Rapid All Door Boarding and Transfer on Second Boarding programs. The Program will assist in minimizing

dwelling times by decreasing the use of cash for bus fare.

How the Program Works

The customer enters a participating chain store such as CVS, Rite-Aid, 7-Eleven, Walgreens, or Family Dollar and takes a TAP card from the gift kiosk. The customer hands the cashier the card and requests a dollar amount from \$5 to \$100 to be loaded onto the card. The customer pays the desired amount plus a \$2 card fee. The cashier then scans and loads the card.

Due to different types of fare collection equipment in operation, there is a processing time delay as to when the card is ready for use. For buses with TAP fareboxes, the latency period may be 24 to 48 hours. This delay is experienced because fareboxes must be updated each night at Bus Divisions. At rail stations, a customer's card will be ready to use within an hour, and on buses with mobile validators, cards will be ready within 45 minutes. The TAP card packaging will include information as to when a TAP card will be ready to use.

Supporting All-Door Boarding Efforts

All-door boarding (ADB) on Metro Rapid Line 754 will be operational by summer 2018 and Line 720 will be operational by winter 2018. ADB will require TAP only boardings. The TAP Gift Card Sales and Reload Program will augment ADB service on Metro Rapid by providing customers with convenient locations to purchase TAP cards.

Selling TAP cards and fare products at these additional locations will ease the transition from the use of cash to TAP. It will support and strengthen ADB's objective to improve speed, reliability, and customer convenience. Customers will benefit from shorter dwell times and Metro will be able to attain improved on-time performance.

From preliminary review of the vendor's locations, an additional 56 retail locations may be added within a 1/4 mile of the Metro Rapid Line 720 and Line 754 corridors.

Selection of Contractor

The formal solicitation was released for competitive proposals with the intent to award multiple contracts to take advantage of the broadest number of potential retailers. However, only a single proposal was received from InComm. The technical proposal was acceptable and the fee structure was determined to be fair and reasonable. The fact that the proposal met Metro's requirements and the results of a market survey that was conducted to discover the reasons why other firms on the planholders list did not propose, led staff to the decision not to pursue a re-solicitation.

Commission Rate

The Contractor will deduct a fee of \$1 per new TAP card sold to cover services such as printing, packaging and distribution, plus a 4% commission of the dollar value loaded onto the TAP card. Due to the payment structure, there are no operational costs required for the program since the vendor will pay Metro for the sales less 4% commission and the \$1 new card fee. For example, if a customer purchases a new TAP card and wants to load \$100 of value, the total transaction will be \$102 to the customer. The vendor will keep \$1 for the new card fee and \$4 for the commission and will pay Metro a net of \$97 for this transaction. Metro will receive weekly deposits via electronic funds transfer of the net sales proceeds to a regional bank account that will be set up for this project.

DETERMINATION OF SAFETY IMPACT

Using TAP to pay fare is safer for customers than using cash because registered TAP cards can be replaced if lost or stolen. Using TAP cards also speeds up boardings and eliminates the need to fumble for change to feed coins and bills into the farebox.

FINANCIAL IMPACT

No additional funding is required to execute this action as the Contractor will be paid out of total gross sales of TAP fare media. The Contractor will be paid \$1 per new card sale and a 4% commission of loaded sales value.

The TAP cards needed to support this program are already accounted for in the approved FY2018 budget of cost center 3020 TAP, under project 300016, account 50320, for card manufacturing and fulfillment. Since this is a multi-year contract, the cost center manager and Executive Officer will be accountable for budgeting funding needs for future years.

ALTERNATIVES CONSIDERED

The Board may choose not to award the contract for TAP Gift Card Sales and Reload Program and TAP sales would carry on with the over 400 existing vendors in the TAP Sales Vendor Network. This is not recommended because the TAP Gift Card Sales and Reload Program would provide additional TAP sales locations.

NEXT STEPS

Upon approval by the Board, staff will execute Contract No. PS43741000 with InComm, Inc. to proceed with implementing the TAP Gift Card Sales and Reload Program. The program is anticipated

to begin by first quarter of 2019. ~~fall 2018~~.

ATTACHMENTS

Attachment A - Procurement Summary


Attachment B - DEOD Summary

Attachment C - Map of Existing TAP Sales Network + Potential TAP Gift Card Locations

Prepared by: David Sutton, Executive Officer, TAP, (213) 922-5633

Reviewed by: Nalini Ahuja, Chief Financial Officer, (213) 922-3088

Debra Avila, Chief Vendor/Contract Management Officer (213) 418-3051



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

TAP GIFT CARD SALES AND RELOAD PROGRAM/PS43741000

1.	Contract Number: PS43741000	
2.	Recommended Vendor: Interactive Communications International, Inc.	
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: 8/23/2017	
	B. Advertised/Publicized: 8/23/2017	
	C. Pre-Proposal Conference: 9/19/2017	
	D. Proposals Due: 10/13/2017	
	E. Pre-Qualification Completed: 12/20/2017	
	F. Conflict of Interest Form Submitted to Ethics: 12/8/2017	
	G. Protest Period End Date: 2/20/2018	
5.	Solicitations Picked up/Downloaded: 8	Bids/Proposals Received: 1
6.	Contract Administrator: Ana Rodriguez	Telephone Number: (213) 922-1076
7.	Project Manager: Erica Lee	Telephone Number: (213) 922-2418

A. Procurement Background

This Board Action is to approve a five-year revenue generating Contract No. PS43741000 to expand the locations at which patrons may purchase and reload Transit Access Pass (TAP) cards by making the cards available at major retailers within Metro's operating area through a gift card distributor.

RFP No. PS43741 was issued in accordance with Metro's Acquisition Policy and the contract type is a firm fixed percentage of sales.

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

- Amendment No. 1, issued on September 8, 2017 extended the Pre-Proposal Conference date to September 19, 2017 and extended the proposal due date to October 3, 2017;
- Amendment No. 2, issued on September 27, 2017 provided a revision on the Scope of Services and extended the proposal due date to October 13, 2017.

A pre-proposal conference was held on September 19, 2017 and was attended by two participants representing two firms. There were 13 questions submitted and responses were released prior to the proposal due date.

A total of eight firms downloaded the RFP and were included on the plan holders list. A single proposal was received on the due date of October 13, 2017 from Interactive Communications International, Inc. (InComm). A market survey was conducted of

planholders that did not submit a proposal to ascertain their reasons(s) for non-submittal. One response was received. The reason for not submitting a proposal was that the firm was not willing to assume the risks associated with possible theft of the TAP cards and requests for refunds/complaints from customers due to processing time delays.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from the Metro TAP department and the Information Technology department was convened and conducted a comprehensive technical evaluation of the proposal received.

The proposal was evaluated based on the following evaluation criteria and weights:

- | | |
|--|------------|
| • Degree of the Proposer's Skills and Experience | 15 percent |
| • Experience and Capabilities of the Proposer's Management Team | 25 percent |
| • Understanding of Work and Appropriateness of Approach for Implementation | 40 percent |
| • Price | 20 percent |

Several factors were considered when developing these weights, giving the greatest importance to Understanding of Work and Appropriateness of Approach for Implementation.

From October 16, 2017 through October 30, 2017, the PET conducted its independent evaluation of the proposal. At the conclusion of the PET's review of the proposal received, it was determined that InComm met Metro's requirements and was determined to be qualified to provide the required services.

Qualifications Summary of Firm:

Interactive Communications International, Inc. (InComm)

InComm is an international firm with over 25 years of experience in the prepaid media industry. The proposal submitted by InComm described not only their experience with prepaid media in general but their specific experience with transit fare products in particular. Some of the agencies that they have worked with are the Utah Transit Authority (UTA), the State Road and Tollway Authority (SRTA) in Georgia, the InterUrban Transit Partnership in Grand Rapids, Michigan, and Edmonton Transit in Canada. InComm's offer of a turnkey, end-to-end solution for the management and distribution of TAP cards to an expansive retail network will increase the accessibility of Metro's TAP cards for customers and facilitate the reloading of fares at many more locations.

Following is a summary of the PET evaluation scores:

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	InComm				
3	Degree of the Proposer's Skills and Experience	84.00	15.00%	12.60	
4	Experience and Capabilities of the Proposer's Management Team	78.00	25.00%	19.50	
5	Understanding of Work and Appropriateness of Approach for Implementation	81.32	40.00%	32.53	
6	Price	100.00	20.00%	20.00	
7	Total		100.00%	84.63	1

C. Cost Analysis

This Contract is a net revenue generating contract. The contractor will cover all costs and shall turn over the net revenue to Metro on a weekly basis after having deducted the expense and commission fees. Under this Contract, if a customer purchases a new TAP card, they will be charged a fee of \$2. The Contractor will retain \$1 of the new card fee and 4% of value loaded onto the card. The Contractor will then remit to Metro the other \$1 of the new card fee along with 96% of the value loaded onto the card.

The recommended expense fee and commission percentage that will be deducted from gross sales has been determined to be fair and reasonable based on an independent cost estimate (ICE), cost analysis, technical analysis, and fact-finding.

	Proposer Name	Proposal Amount	Metro ICE	Commission amount
1.	InComm	4% of value loaded + \$1.00 upon initial purchase	8% of value loaded	4% of value loaded + \$1.00 upon initial purchase

D. Background on Recommended Contractor

InComm was founded in 1992 and is headquartered in Atlanta, Georgia. They have over 2,000 employees, over 500,000 points of distribution in 31 countries that generate approximately \$40 billion in annual transaction volume and activate approximately 300 million cards per year. In addition, they have experience with fare media for various transit agencies and have proposed a thorough solution that will include the expansion of the TAP network in Los Angeles County.

DEOD SUMMARY

TAP GIFT CARD SALES AND RELOAD PROGRAM / PS43741000

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) determined that a small business goal is not applicable to this Transit Access Pass (TAP) retail expansion contract, which is a net revenue-generating procurement and will not utilize federal, state and/or local funding.

B. Living Wage and Service Contract Worker Retention Policy Applicability

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

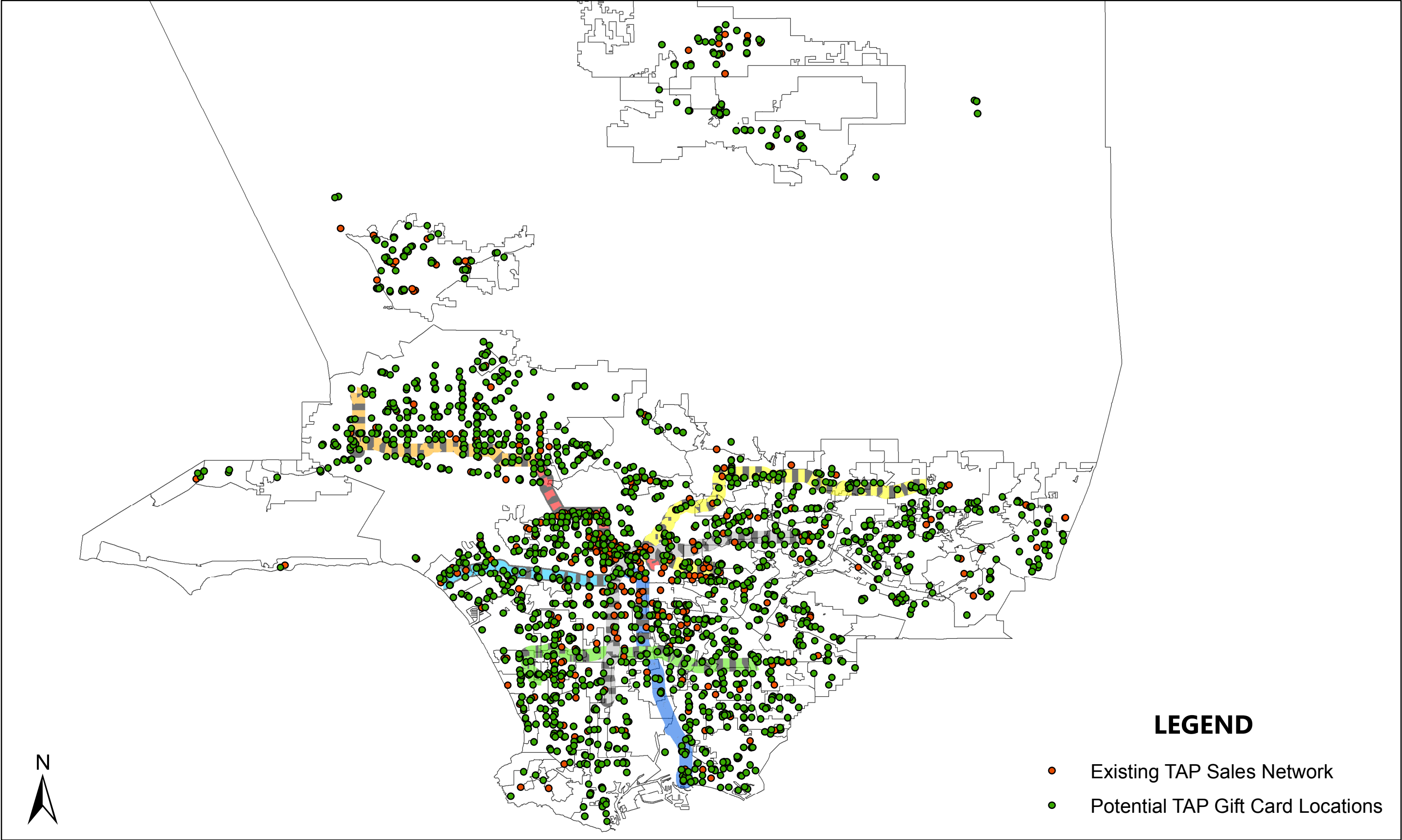
C. Prevailing Wage Applicability

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.

Map of Existing TAP Sales Network + Potential TAP Gift Card Sales Locations



TAP Gift Card Program

Metro Board of Directors Meeting
David Sutton, Executive Officer, TAP
May 24, 2018

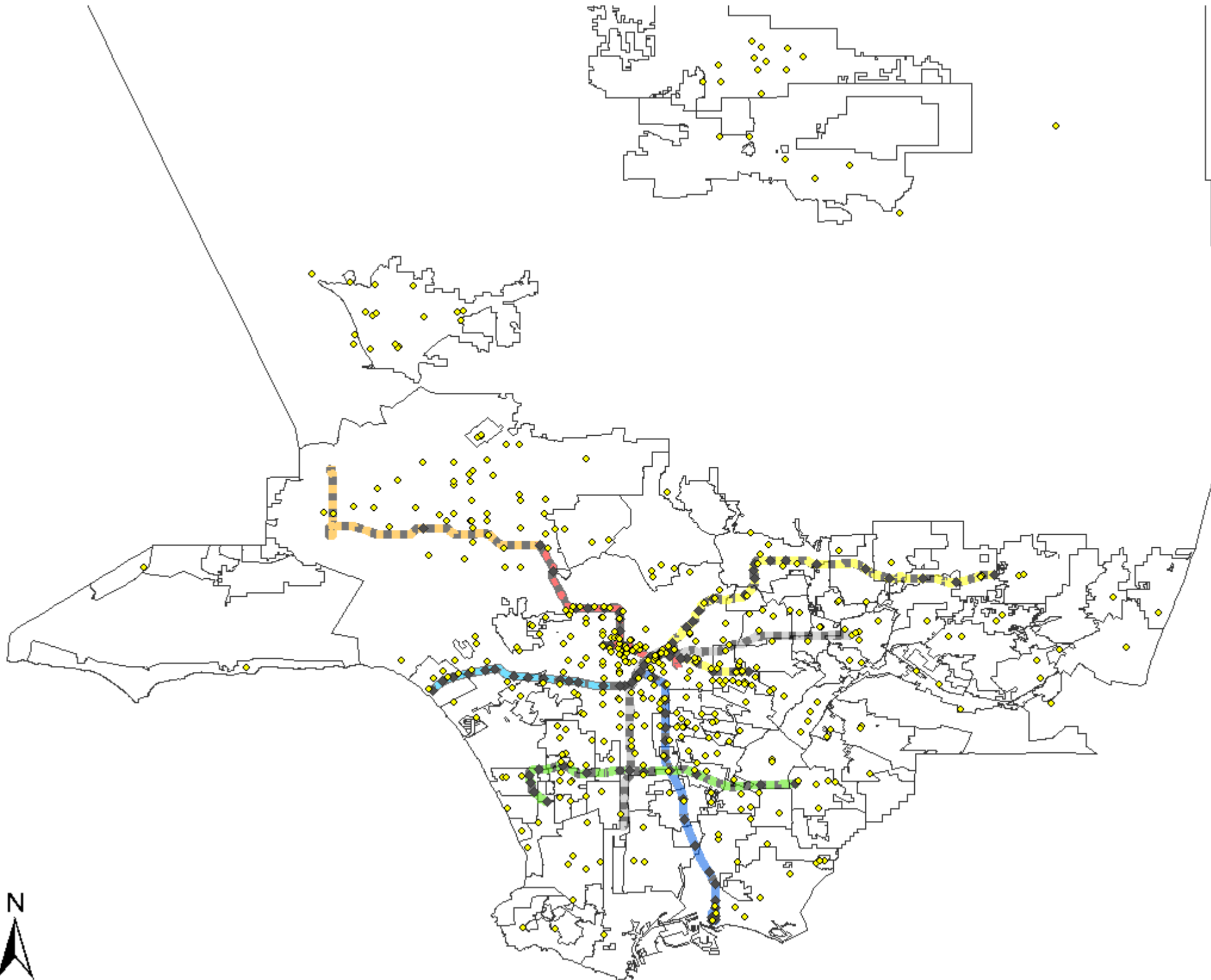


Project Overview

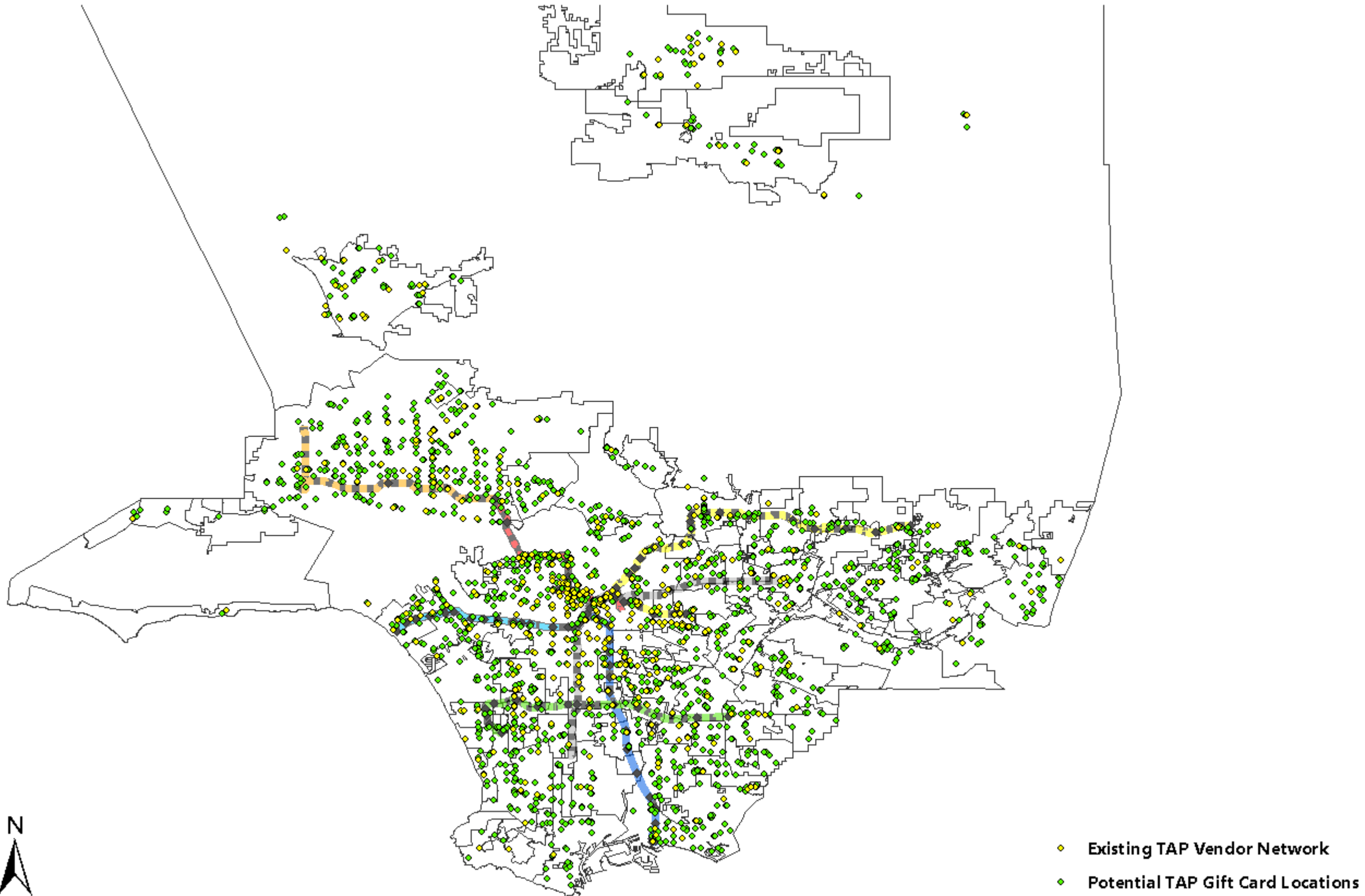
- TAP cards will be available on gift card kiosks at up to 2,000 locations in Los Angeles County
- Locations include: Walgreens, CVS, 7-Eleven, and Rite-Aid
- Phased approach
 - Phase 1: Concentrate in areas served by the 14 transit agencies with mobile validators that can activate card within 45 minutes and all Metro Rail Lines, Silver Line, Orange Line and Metro Rapid 720 and 754 Lines
 - Phase 2: Expand outreach to all areas once farebox refurbishment is complete within 2 years



Existing TAP Vendor Network



Existing TAP Vendor Network & Potential TAP Gift Card Locations



How It Works

1. Customer selects a TAP card from kiosk
2. Customer pays the cashier a \$2 card fee plus an amount between \$5 and \$100
3. Cashier scans and loads the dollar amount on the card and hands the card to the customer

Activation of the Card

- Card is ready to use from 45 minutes to 48 hours depending on where the card is tapped

Bus Mobile Validators	Rail Station Validators	Bus Fareboxes
Less than 45 minutes	Less than 45 minutes	24-48 hours

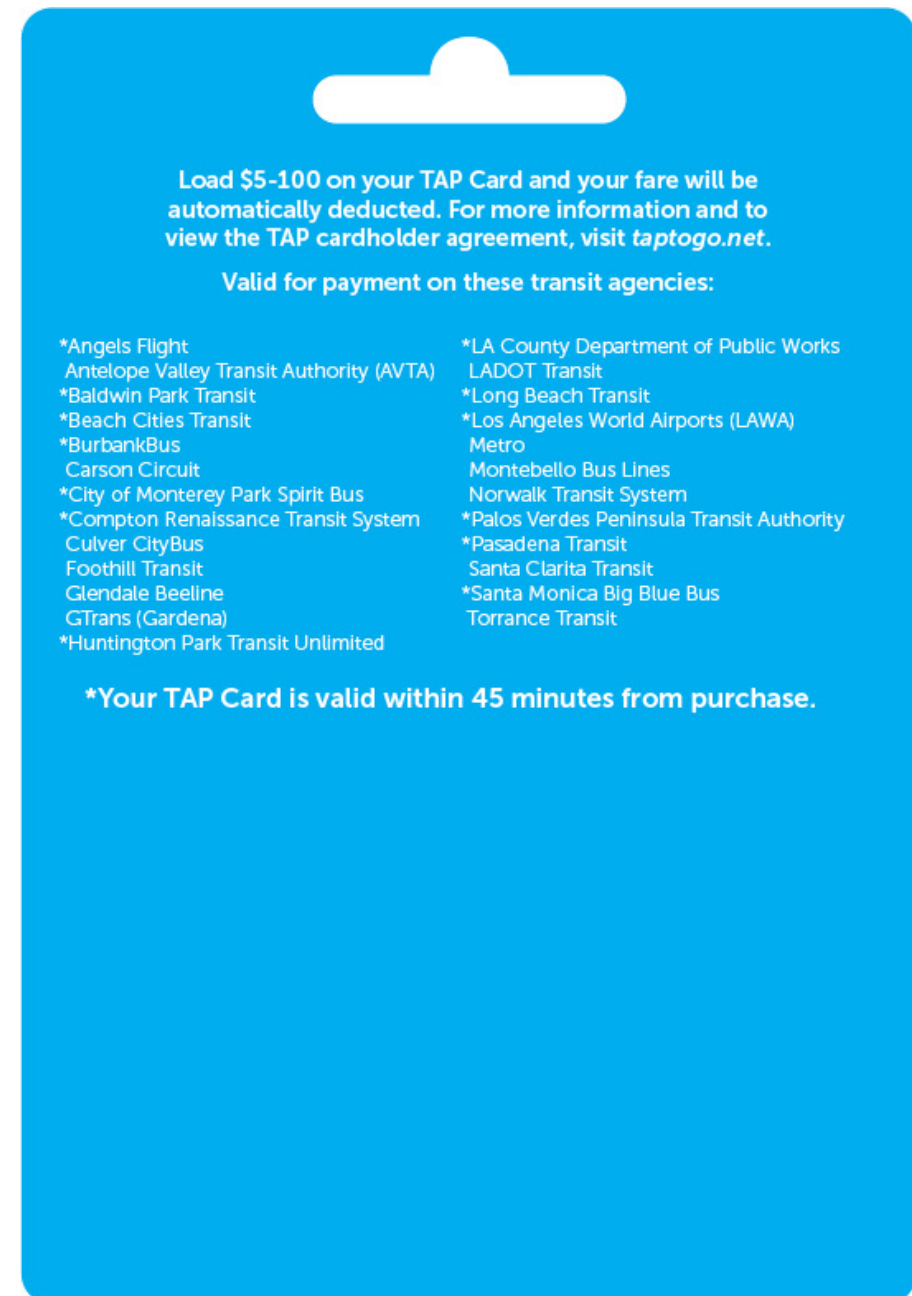
- 14 agencies with bus mobile validators - Less than 45 minutes
 - Burbank, Glendale, Long Beach, Pasadena, Santa Monica, Compton, Carson, Baldwin Park, Huntington Park, Monterey Park, LAWA, LA County Public Works, Palos Verdes, Redondo Beach,
 - Also All Metro Rail, Orange Line, Metro Silver Line, and soon Metro Rapid 754 and 720 lines

TAP Card Carrier

Front



Back



Commission Rate

- Contractor is paid \$1.00 per TAP card sold and 4% commission cash loaded to card
- No operational costs; card fee and commission will be deducted from gross TAP sales



Board Report

File #: 2018-0147, **File Type:** Public Hearing

Agenda Number:

**BUDGET PUBLIC HEARING
FINANCE, BUDGET AND AUDIT COMMITTEE
MAY 16, 2018**

SUBJECT: FISCAL YEAR 2019 (FY19) BUDGET

ACTION: ADOPT THE FY19 BUDGET

RECOMMENDATION

CONSIDER:

- A. ADOPTING the proposed FY19 Budget as presented in the budget document (provided in a separate transmittal and posted on metro.net); and
- B. APPROVING the Life of Project (LOP) budgets for new capital projects with LOP exceeding \$5 million, included in the proposed FY19 Budget and presented in Attachment A; and
- C. APPROVING the Reimbursement Resolution declaring Metro's intention to issue debt in FY19 for capital projects, as shown in Attachment B, with the provision that actual debt issuance will require separate Board approval; and
- D. AMEND the proposed budget to include \$2,000,000 for Expo Phase 1 and \$20,624,400 for Expo Phase 2, as approved by Expo Construction Authority for fiscal year 2019, for a total addition of \$22,624,400; and
- E. AMEND the proposed budget to include \$25,000,000 for farebox upgrade, as approved by the Board on April 18, 2018; and
- F. AMEND the proposed budget to include \$500,000 to begin the draft environmental study of the Crenshaw Northern Extension project upon identification of the preferred alternatives identified by the Board for this corridor

ISSUE

California Public Utilities Code Section 130105 requires Metro to adopt an annual budget to manage the revenues and expenses of the agency's projects and programs. The budget is the legal authorization to obligate and spend funds and to implement Board policy. It includes all operating, capital, planning and programming, subsidy funds, debt service requirements, and general fund activities for the fiscal year. Budget detail is a management plan for financial activity and is prepared at the fund, project, department, and expenditure level. The legal level of control is at the fund level. Total annual expenditures cannot exceed the final appropriation by the Board except for capital expenditures, which is authorized on a life-of-project basis.

Copies of the proposed budget were made available to the public on May 1, 2018, both electronically at www.metro.net and through the Records Management Center (RMC) at RMC@metro.net. Printed copies of the budget document were also made available at the RMC on the plaza level of the Gateway building on May 1, 2018. The public hearing is scheduled for May 16, 2018. Advance public notification of this hearing was issued through advertisements posted in over two dozen news publications on April 11th and May 1st, 2018.

BUDGET MESSAGE

The transportation landscape of Los Angeles (LA) County is changing. Metro is leading the change with groundbreaking, expansive projects designed to invigorate our current infrastructure. As our population grows, mounting congestion stands in our way. Therefore, Congestion Reduction, along with overall Customer Experience, is Metro's top priority to improve the quality of life for LA County residents.

Through enhanced transit services and an ever-growing list of innovative new transportation initiatives, we aim to relieve congestion by focusing on the larger mobility picture. This will require addressing the issue of connectivity across all modes and all trip purposes. As we work to integrate trips made by private vehicles and transit with better first/last mile connections, we are moving closer to a transportation network that accommodates the mobility needs of all residents and visitors in LA County.

Metro's goal in the coming year is to move more people onto transit by making meaningful improvements to the services we provide. In order to appeal to a wider audience and encourage transit use among those who have never used our system, we must create a new customer experience. As a direct approach, we are committed to enhance our transit services by taking advantage of new technologies, such as MicroTransit, more advanced mobile apps, and better real-time information. While we improve overall service and tackle congestion with a comprehensive transportation strategy, it follows that increased ridership will be a natural outcome. Once we prove that Metro is safe, clean, easy to use, and efficient, we can make sure LA keeps on moving.

DISCUSSION

The proposed \$6.6 billion budget for FY19 is balanced and aligns resources in a fiscally responsible manner to achieve the following goals:

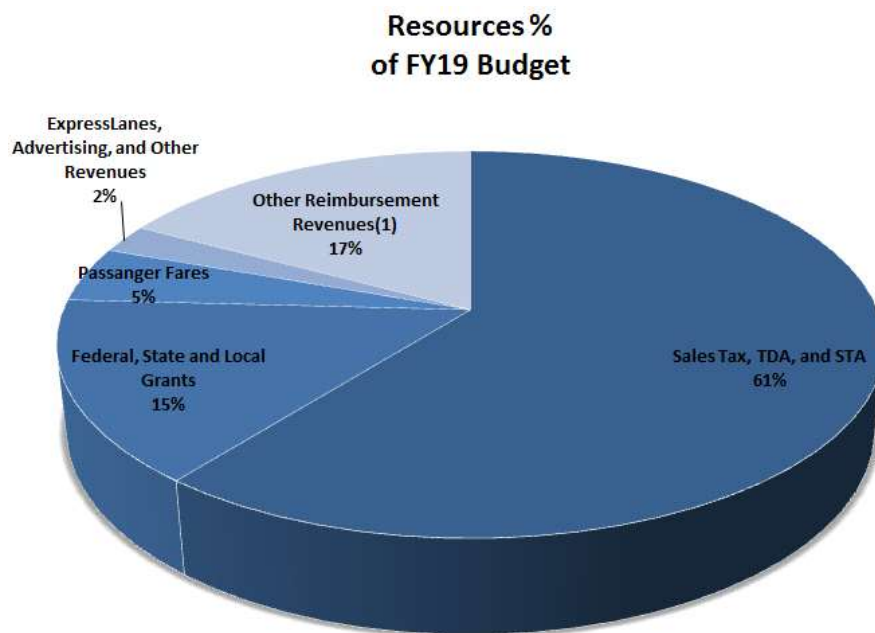
1. Advance safety and security for our customers, the public, and Metro employees
2. Exercise fiscal discipline to ensure financial stability
3. Plan and deliver capital projects on time and on budget while increasing opportunities for small business development and innovation
4. Improve the customer experience and expand access to transportation options
5. Increase transit use and ridership
6. Implement an industry-leading state of good repair program
7. Invest in workforce development
8. Promote extraordinary innovation
9. Contribute to the implementation of agencywide and departmental Affirmative Action and Equal Employment Opportunity goals

As part of the performance management process, Metro will monitor progress throughout the year relative to the Agency goals using measurements such as budget variance, Key Performance Indicators (KPIs) target achievement, Project Milestone achievement and cost savings and new revenue generation through the risk allocation matrix (RAM). This reinforces Metro's commitment to strategic monitoring of performance and the improvement of accountability.

Resources Summary

Resources (\$ in Millions)		FY18 Budget	FY19 Prelim Budget	FY18 - FY19 \$ Change	FY18 - FY19 % Change
1	Sales Tax, TDA, and STA	\$ 3,691.2	\$ 3,980.2	\$ 289.0	7.8%
2	Federal, State and Local Grants	985.9	997.3	11.4	1.2%
3	Passanger Fares	302.6	302.6	-	0.0%
4	ExpressLanes, Advertising, and Other Revenues	137.7	158.1	20.4	14.8%
5	Other Reimbursement Revenues ⁽¹⁾	1,164.3	1,124.4	(39.9)	-3.4%
Total Budget		\$ 6,281.7	\$ 6,562.6	\$ 280.9	4.5%

⁽¹⁾ Includes bond proceeds, Transportation Infrastructure Finance and Innovation Act (TIFIA) loan drawdown and prior year commitment



The FY19 Proposed Budget ensures resources available to meet the planned Metro program and project delivery for the coming fiscal year. Revenue projections are built on historical sales tax growth cycles, accepted forecasting sources and Metro's 30 year actual sales tax receipts. The total FY19 budget planned resources is \$280.9 million or 4.5% greater than FY18.

- Sales Tax, TDA, and STA increases \$289 million or 7.8% in total, due to the following 2 reasons:
 - There is a \$98 million or 3.4% projected increase for Prop A, C and Measure R sales tax as well as TDA revenues. Measure M increase is 5.5% more at 8.9%, or \$68.8 million, reflecting allowances for FY18 Measure M inaugural year of lower than

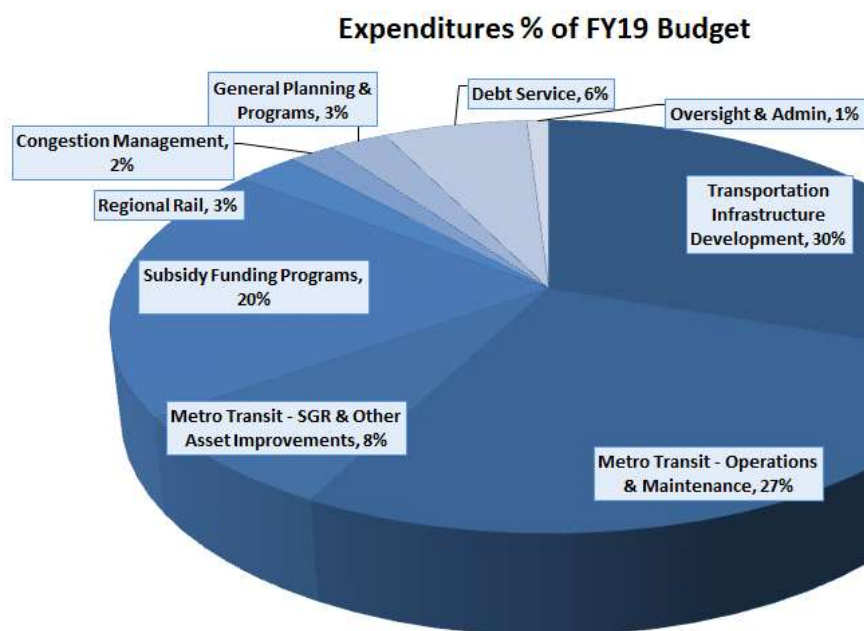
anticipated sales tax receipts.

- STA and State Senate Bill 1 (SB1) increase by \$122 million or 204% based on State Controllers' Office (SCO) estimates and new SB1 supplemental funding for transit and state of good repair.
- Federal, State and Local Grants are at a modest \$11 million increase or 1.2%, reflecting related capital expense activity.
- Passenger Fare revenues to remain flat due to level ridership & fare per boarding estimates.
- ExpressLanes, Advertising, and Other Revenues are increasing \$20.4 million or 14.8% in total, primarily due to the addition of Green Funds and increasing CNG credits for FY19.
- Other Reimbursement Revenues is \$39.9 million or 3.4% lower in total based on timing of project schedules. This includes bond proceeds, sales tax carryover, and Transportation Infrastructure Finance and Innovation Act (TIFIA) loan drawdowns which are backed by future expected sales tax.

Expenditure Summary

In FY19, Metro is poised to lead the ongoing transformation of Los Angeles County, with a bold plan to push the region to new heights. This year, we will continue our rapid progress toward achieving the vision of Measure M, with over a dozen transit expansion projects in various stages of planning, groundbreaking, and construction. We are also focused on the rejuvenation of our existing lines and facilities, as we move to pilot an electric bus fleet and continue major rehabilitation efforts on the Blue Line, our oldest rail line.

Expenditures by Program Type (\$ in Millions)		FY18 Budget	FY19 Prelim Budget	FY18 - FY19 \$ Change	FY18 - FY19 % Change
1	Transportation Infrastructure Development	\$ 1,987.2	\$ 1,987.7	\$ 0.5	0.0%
2	Metro Transit – Operations, Maintenance, & Regional Operating Services	1,755.4	1,795.5	40.1	2.3%
3	Metro Transit - SGR & Other Asset Improvements	431.9	493.0	61.1	14.1%
4	Subsidy Funding Programs	1,243.3	1,333.0	89.7	7.2%
5	Regional Rail	178.4	179.0	0.6	0.3%
6	Congestion Management	113.0	127.3	14.3	12.6%
7	General Planning & Programs	133.5	167.4	33.9	25.4%
8	Debt Service	383.9	416.6	32.7	8.5%
9	Oversight & Admin	55.2	63.3	8.2	14.8%
Total Budget		\$ 6,281.7	\$ 6,562.6	\$ 280.9	4.5%



The total budget increase from FY18 to FY19 is \$281 million or 4.5%. The major differences are addressed in program categories below which include the assumption for CPI increase of 2.25%.

- Transportation Infrastructure Development remains steady and supports Measure R and M projects such as Westside Purple Line Extension, including the Division 20 expansion, Regional Connector and Crenshaw LAX projects.
- Metro Transit - Bus and Rail Operations & Maintenance has a 5.1% increase from FY18 due to the new labor contracts and additional Revenue Service Hours (RSH) needed to support bus bridges for the “New Blue” rehabilitation project and special events.
 - Bus Revenue Service Hours (RSH) increases by 104,000 hours or 1.5%, due to Bus bridges for Blue Line closures related to the “New Blue” rehabilitation project and minor service adjustments to relieve overcrowding.
 - Rail RSH increases by 2,000 hours or 0.2%, due to minor service adjustments for 3-car consists on the Gold Line and headway increases on the Green line during the AM peak; increases mostly offset by reductions due to Blue Line closures for the New Blue project.
- Metro Transit - State of Good Repair (SGR) & Other Asset Improvements is at a 4% increase from FY18 due to piloting the conversion of the bus fleet to Electric/Zero Emission Buses (ZEB), rehabilitation of the Blue Line, system upgrades, and improving customer experience.
- Subsidy Funding Programs increases by \$89.6 million, or 7.2%, primarily due to increased funding from growth in sales tax revenues and new SB1 funding.
- Regional Rail remains constant with continuing operating and capital support of the Metrolink commuter rail system and the Metro managed Regional Rail.
- Congestion Management is increasing by \$14 million, or 13%, primarily due to a service provider and contract renewal rate change.
- General Planning & Programs increases by \$31 million, or 25%, due to the expansion of bikeshare, LA River Bikepath, Rail to Rail/River, Union Station improvements and Public Private Partnerships (P3).
- Debt Service increases by \$33 million, or 9% due to repayment of FY18 proceeds issued as previously approved by the Board.
- Oversight & Admin is a \$6 million increase, or 15%, due to continued ramp up of support for carrying out Measure M initiatives as well as cost inflation factors.
- The labor cost increase reflects rising cost inflation, living wage standard increases and labor market contraction. Wage increases and health/welfare benefits for represented employees are based on Collective Bargaining Agreements; salary increases for non-represented employees are expected to be in line with represented employees at a 4% increase over FY18 and is merit based. Non-represented medical/dental benefits reflect costs previously approved by the Board.

FTE Summary

The FY19 proposed budget includes requests for 79 non-represented FTE additions and up to 170 represented FTE additions.

- Total Non-Represented FTE increase of 79 primarily due to Crenshaw project and other capital projects support, Metro operations, and continuing Measure M initiatives and oversight.
- Total Represented FTE increase of up to 170 primarily due to Crenshaw Pre-Revenue Service and increase in bus service for “New Blue” rehabilitation bus bridges.

A summary of the requested FTEs is shown in the table below.

1	Non-Represented FTEs	
2	FY18 Budget	1,601
3	Congestion Management	3
4	Crenshaw Pre-Revenue Service	11
5	Debt Service	1
6	General Planning & Program	1
7	Measure M Initiatives Support, Oversight & Admin	26
8	Metro Operations and Support	17
9	MR/MM Planning Studies	16
10	Westside Subway Ext Sect 1, 2, 3	4
11	<i>FY18 vs FY19 Change</i>	<i>79</i>
12	FY19 Proposed	1,680
13	Represented FTEs	
14	FY18 Budget	8,367
15	Crenshaw Pre-Revenue Service	83
16	Operating Bus Service	81
17	Property Maintenance	2
18	Metro Programs Support, Oversight & Admin	4
19	<i>FY18 vs FY19 Change ⁽¹⁾</i>	<i>170</i>
20	FY19 Proposed	8,537

(1) The FY19 Proposed Represented FTE's will not exceed 170 and is subject to change based on further service level adjustments.

Life of Project (LOP) Budgets

Projects greater than \$1 million with LOP budget increases and new projects in excess of \$5 million must be approved by the Board in separate Board actions.

Attachment A includes a detailed listing of new capital projects for FY19 with LOP in excess of \$5 million. These projects are included in the proposed FY19 budget but do require LOP approval by the Board, as requested by Recommendation B of this report.

Reimbursement Resolution

Per Federal tax law, bond proceeds can only be used for expenses incurred after the issuance of bonds. Metro must pass a resolution indicating the intent to issue bonds at a later date for the expenditures described in the reimbursement resolution to be reimbursed for expenses incurred before the bond issue. See Attachment B for anticipated expenditures in the budget related to proceeds from future bond issuance.

Public Outreach

Soliciting meaningful input from the public and stakeholders is critical to budget development. The comprehensive outreach program for FY19 included many opportunities to provide feedback online or by telephone in addition to in-person meetings. These meetings included Metro Service Councils, Citizens Advisory Council (CAC), Technical Advisory Committee, Bus Operations Subcommittee, Local Transit Systems Subcommittee, Streets & Freeways Subcommittee, Policy Advisory Committee (PAC), Valley Industry & Commerce Association (VICA) Transportation Committee, and BizFed. This allowed for the greatest level of engagement and direct dialogue with stakeholders.

To encourage participation, the times and locations of public workshops were advertised through multiple channels, including the Metro website, “take ones” on board vehicles, newspaper advertising, messages on hold, e-blasts, and social media ads. Outreach efforts for FY19 also included two Telephone Town Hall sessions and an interactive Online Budget Tool, making it convenient for LA County residents to participate in the budget process without physical presence at a meeting. A summary of public outreach efforts and comments received is shown in Attachment C.

FINANCIAL IMPACT

The proposed FY19 budget (provided in a separate transmittal) at \$6.6 billion, plus the following amendments: \$2 million for Expo Phase 1, \$20.6 million for Expo Phase 2, \$25 million for farebox upgrades, and \$500,000 for Crenshaw Northern Extension, is balanced, and includes expenditures and appropriates the resources necessary to fund them. The proposed budget demonstrates Metro’s ongoing commitment to meeting its capital and operating obligations, which is a requirement

necessary in order to continue to receive subsidies from the state and federal governments and to administer regional transportation funding to local cities and municipal operators.

NEXT STEPS

Upon Board authorization and adoption of the FY19 budget, staff will start make funds available for the planned transit and transportation programs outlined in this document and be programmed to fund regional transit/transportation partnering agencies, cities and recipients.

Monitoring the FY19 budget performance will be a year-round ongoing effort. Staff will conduct quarterly performance management reviews and track metrics to reinforce accountability and budgetary control. There will be a mid-year budget assessment to evaluate the budget's alignment to agency priorities and actual performance. In addition, continuous improvements will be implemented to the process and regular updates will be reported to the Board.

ATTACHMENTS

Attachment A - FY19 New Capital Projects

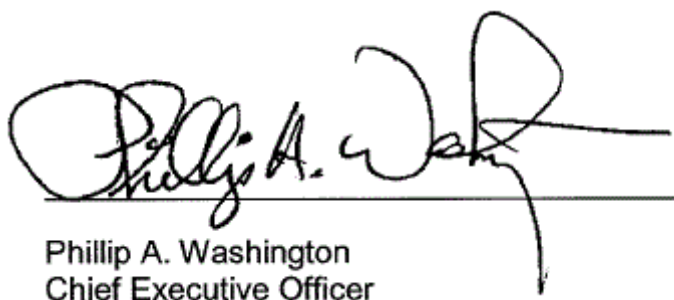
Attachment B - Reimbursement Resolution of Metro for FY19

Attachment C - FY19 Public Outreach

Prepared by: Office of Management & Budget Staff

Irene Fine, Deputy Executive Officer, Finance, (213) 922-4420

Reviewed by: Nalini Ahuja, Chief Financial Officer, (213) 922-3088



Phillip A. Washington
Chief Executive Officer

FY19 New Capital Projects

Transportation Infrastructure Development

1	PROJECT: Orange Line BRT Improvements
	PROJECT OWNER: Program Management
	LOP: to be adopted at a future date FY19: \$11,429,000
	<p>SCOPE: Improvements consist of grade separations and gate systems along the Orange Line. Recommended scope includes aerial grade separation between Sepulveda and Van Nuys, four quadrant gates at busway intersections between North Hollywood and Chatsworth, and closing minor street crossing.</p>
	<p>JUSTIFICATION: Measure M project, required to ground break in FY19. The project is planned to address excessive travel times and safety concerns for existing at-grade intersections. Grade separations, four quadrant gate system and closure of minor busway crossing will improve the bus operating speeds, reduce end-to-end bus travel times and reduce potential conflicts between MOL buses and cross-street vehicles, cyclists and pedestrians.</p>
	ELIGIBLE FUNDING SOURCE: Measure M 35%

State of Good Repair Projects

2	PROJECT: Bus Midlife Project (203024)
	PROJECT OWNER: Operations - Central Maintenance
	LOP: \$158,138,000 FY19: \$42,069,600
	SCOPE: The Bus Midlife Program provides preventive, midlife maintenance service to Metro buses. The buses currently in the Midlife program have been in service at least 7 to 8 years. The maintenance services provided include engine package change-outs, fuel cylinder replacements, suspension work, wheelchair securement system retrofit, body repair, painting, and interior refurbishment including graffiti abatement and wheelchair lift maintenance.
	JUSTIFICATION: The Bus Midlife Program improves the safety, performance, and reliability of Metro buses. The improved overall condition of the program's vehicles also helps to reduce ongoing maintenance costs and the amount of maintenance work performed at the Metro Bus Operating divisions. The program promotes the efficient use of Metro and Central Maintenance resources by having each bus series go through a planned production process in which labor, material and facilities are scheduled to proactively address problems rather than just reacting to them.
	ELIGIBLE FUNDING SOURCE: Enterprise Funding sources such as local and state sales tax

3	PROJECT: Bus Engine Replacement
	PROJECT OWNER: Operations - Central Maintenance
	LOP: \$13,518,000 FY19: \$1,528,322
	SCOPE: Purchase near zero emission engines and replace high mileage engines that reached the end of their useful life enabling Metro to continue utilizing the buses. The plan involves ninety-eight (98) engines and peripheral equipment (hoses, clamps, gaskets and wiring) required for optimal operation.
	JUSTIFICATION: This program allows Metro to replace engines in a timely manner and keeps high mileage buses in service. Without this program, Metro would struggle to manage a number of buses failing while in service. This program directly impact Metro's ability to meet service requirements by coordinating procurement, logistics, fleet management and maintenance.
	ELIGIBLE FUNDING SOURCE: Enterprise Funding sources such as local and state sales tax

4	PROJECT: FY19 NRV REPLACEMENT (RAIL)	
	PROJECT OWNER: Operations - Maintenance Administration	
	LOP: \$8,994,000	FY19: \$2,705,696
	SCOPE: This project is for the replacement of Non-Revenue Vehicles and Equipment scheduled for FY19. This includes: trucks, vans, sedans, carts, forklifts, generators, hi-rail support vehicles, rail bound support vehicles, floor scrubbers, compressors, tractors, trailers, tow motors and other vehicles and equipment. (Agency-wide, includes all department vehicles and equipment)	
	JUSTIFICATION: Metro owns and operates a fleet of over 2,100 vehicles and pieces of equipment that are used to support the Metro mission of Planning, Designing, Constructing, Administering, and Operating the Los Angeles County's largest transportation system. The funding requested for this project is required to purchase replacement vehicles to support this mission. The vehicles identified for replacement have exceeded their useful life in age, mileage or are in poor operating condition, and are now scheduled for retirement. Further, the cost of repair, downtime, on street safety, and the impact to support departments ability to respond to repair/service activities reduces operational effectiveness.	
	ELIGIBLE FUNDING SOURCE: Enterprise Funding sources such as local and state sales tax	

5	PROJECT: MRL A650 Component Overhauls	
	PROJECT OWNER: Operations - Rail Fleet Maintenance	
	LOP: \$8,120,000	FY19: \$32,000
	SCOPE: The heavy rail fleet overhaul will include repair and replacement of components that are not part of the mid-life. Improvements include renovating the car interiors by repainting all seat frames, converting seat mountings and redesigning the front and rear end doors. Mechanical improvement will include an overhaul of the friction brakes, traction motors and the drawbar.	
	JUSTIFICATION: The existing A650 fleet is being gone through a component overhaul program and a partial major system replacement program. However, there are certain systems still requiring overhaul in order to maintain the "State of Good Repairs" which are not included in the previous scope. The aim is to continue to service the public for another 15 years.	
	ELIGIBLE FUNDING SOURCE: Enterprise Funding sources such as local and state sales tax	

6	PROJECT: Enterprise Asset Management System
	PROJECT OWNER: ITS - Business Applications
	LOP: to be adopted at a future date FY19: \$2,728,691
	SCOPE: Replace the existing legacy based Enterprise Asset Management (EAM) M3 System and meet developing federal requirements for the "Moving Ahead for Progress in the 21st Century Act" (MAP 21 State of Good Repair). This provides a scalable technology solution to support LA Metro's expanding bus and rail services, such as the Regional Rail Connector initiative.
	JUSTIFICATION: The legacy based EAM M3 system will no longer be supported / maintained by the vendor, Infor. The vendor has transitioned to new EAM solution strategy and has stopped all development support.
	ELIGIBLE FUNDING SOURCE: Enterprise Funding sources such as local and state sales tax
7	PROJECT: Connected Facilities Project
	PROJECT OWNER: ITS - Systems Architecture
	LOP: \$7,454,200 FY19: \$175,000
	SCOPE: The Connected Facilities Project will replace twelve year old Communication Backbone Infrastructure, provide Wi-Fi Coverage in Yards providing surveillance video, safety analytics video, transit operations data and vehicle diagnostics.
	JUSTIFICATION: The project supports Metro's Goals of safety and security, fiscal efficiency, and productivity by enabling technicians the ability to access vehicles' systems remotely.
	ELIGIBLE FUNDING SOURCE: Enterprise Funding sources such as local and state sales tax
8	PROJECT: Crenshaw Pre-Revenue Service
	PROJECT OWNER: Operations - Rail Integration
	LOP: \$40,956,000 FY19: \$25,939,290
	SCOPE: The Crenshaw Pre-revenue Project will prepare Metro for the operation of the new rail line. Metro staff will inspect third-party construction and test systems prior to revenue operations in FY20. Testing includes operational scenarios examining integrity and system reliability of infrastructure and new rail cars.
	JUSTIFICATION: Significant testing is crucial for seamless system integration of multiple types of rail cars with new systems. The training and systems testing will ensure staff and infrastructure are able to handle a multitude of revenue operating situations prior to opening day.
	ELIGIBLE FUNDING SOURCE: Measure R 35%

9	PROJECT: Willowbrook / Rosa Parks Station Improvements
	PROJECT OWNER: Program Management
	LOP: \$109,305,000 FY19: \$12,137,000
	SCOPE: Modernize Willowbrook/Rosa Parks station and surrounding area to provide multi-modal transportation/community hub incorporating bike hub, customer service and security center and community plaza. Included in the scope are: extension of the Blue Line platform, upgraded pedestrian pathways, improved wayfinding signage, upgraded vertical transportation, consolidated regional and local bus bays, pick-up and drop-off zones, lighting enhancements, and other improvements to increase ridership and enhance the customer experience.
	JUSTIFICATION: Willowbrook/Rosa Parks Station is one of the more heavily used stations in Metro system. It is in need of improvements to the passenger flow and regional connectivity between various transit systems. Metro is working in tandem with several community revitalization efforts in the area to provide a regional facility to improve connections to the surrounding community, expand station capacity and multi-modal capacity, streamline rail and bus transfers, ensuring enhanced safety and security throughout the improvements.
	ELIGIBLE FUNDING SOURCE: Federal TIGER grant, Active Transportation & SB1 state fund, Toll Revenue, Fed 5307, local bonds, TDA Article 4 and other eligible local funds

Other Operating Capital

10	PROJECT: Bikeshare Phase 3 Expansion
	PROJECT OWNER: Planning & Development - Parking and Shared Mobility Management
	LOP: May Board Meeting (2017-0925 - P&P) FY19: \$12,708,513
	SCOPE: Expand Metro Bike Share to Culver City, Marina del Rey, West Los Angeles, and Downtown Los Angeles Expanded.
	JUSTIFICATION: Bike Share Phase III project: \$10.5M is for expanding to Culver City, Marina del Rey, West Los Angeles, and Downtown Los Angeles Expanded and \$2.2M to add more bike share stations/bikes to the existing network to better serve our transit riders and increase first/last mile connections to our transit system and partner communities.
	ELIGIBLE FUNDING SOURCE: City's capital reimbursements, Measure M ATP 2%

ATTACHMENT B

REIMBURSEMENT RESOLUTION OF THE LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY FOR FISCAL YEAR 2019

WHEREAS, the Los Angeles County Metropolitan Transportation Authority (the "Metro") desires and intends to finance certain costs relating to (i) the design, engineering, construction, equipage and acquisition of light rail lines including the Crenshaw/LAX Transit Corridor and Regional Connector projects; (ii) the design, engineering, construction, equipage and acquisitions for the Rail and Bus State of Good Repair Program including station improvements and rail gating installations; (iii) the design, engineering, construction, equipage related to Purple Line Extension Sections 1, 2, and 3; (iv) the engineering, construction, renovation, maintenance, and/or acquisition of various capital facilities and equipment, including buses and rail cars, related to service operation; (v) the engineering, construction, renovation, maintenance, and/or acquisition of various highway/surface transportation assets; and (vi) other transit related projects (each a "Project" and collectively, the "Projects");

WHEREAS, to the extent that federal and/or state grant funding budgeted to be received during FY19 is delayed or reduced, the Los Angeles County Metropolitan Transportation Authority desires and intends to finance certain costs relating to the Projects;

WHEREAS, Metro expects to issue debt through the issuance of tax-exempt bond issues to pay for these expenditures, which bond issues will have four separate security sources, Proposition A, Proposition C, Measure R and Measure M sales tax revenues, respectively, or grant revenues to finance the costs of the Project on a permanent basis (the "Debt");

WHEREAS, Metro expects to expend moneys of the Enterprise Fund (other than moneys derived from the issuance of bonds) on expenditures relating to the costs of the Projects prior to the issuance of the Debt, which expenditures will be properly chargeable to a capital account under general federal income tax principles;

WHEREAS, Metro reasonably expects to reimburse certain of such capital expenditures with the proceeds of the Debt;

WHEREAS, Metro expects that the amount of Debt that will be issued to pay for the costs of the Projects will not exceed \$100.0 million for Proposition A, \$400.0 million for Proposition C, \$500.0 million for Measure R and \$400.0 million for Measure M.

WHEREAS, at the time of each reimbursement, Metro will evidence the reimbursement in writing, which identifies the allocation of the proceeds of the Debt to Metro, for the purpose of reimbursing Metro for the capital expenditures made prior to the issuance of the Debt;

WHEREAS, Metro expects to make reimbursement allocations no later than eighteen (18) months after the later of (i) the date on which the earliest original expenditure for the Project is paid or (ii) the date on which the Project is placed in service (or abandoned),

but in no event later than three (3) years after the date on which the earliest original expenditure for the Project is paid;

WHEREAS, Metro will not, within one (1) year of the reimbursement allocation, use the proceeds of the Debt received by way of a reimbursement allocation in a manner that will result in the creation of replacement proceeds of the Debt or another issue (e.g., Metro will not pledge or use the proceeds received as reimbursement for the payment of debt service on the Debt or another issue, except that the proceeds of the Debt can be deposited in a bona fide debt service fund); and

WHEREAS, this Resolution is intended to be a " declaration of official intent" in accordance with Section 1.150-2 of the Treasury Regulations.

NOW THEREFORE, BE IT RESOLVED, that (i) all of the foregoing recitals are true and correct and (ii) in accordance with Section 1.150-2 of the Treasury Regulations, Metro declares its intention to issue Debt in an amount not to exceed \$100.0 million for Proposition A, \$400.0 million for Proposition C, \$500.0 million for Measure R and \$400.0 million for Measure M; the proceeds of which will be used to pay for the costs of the Projects, including the reimbursement to Metro for certain capital expenditures relating to the Projects made prior to the issuance of the Debt.

ATTACHMENT C

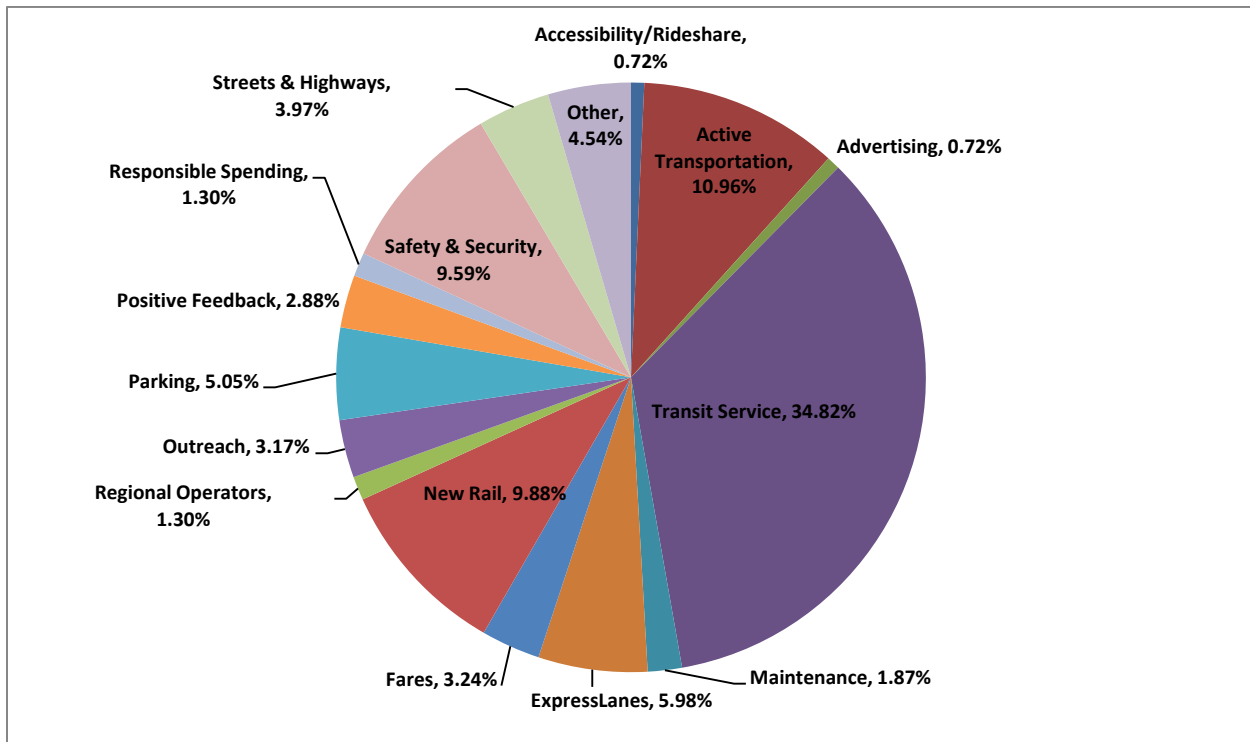
FY19 PUBLIC OUTREACH

Summary of FY19 Proposed Budget Public Outreach Efforts and Comments Received

Events	Participation
Workshops and Meetings	Covering all Service Councils and key stakeholders throughout LA County
Telephone Town Hall	7,249
Interactive Budget Tool	3,433 (as of May 3, 2018)
Web Page Visits	3,914 (as of May 3, 2018)
All Comments (Email/mail)	1,459

Comments received from the public during Metro's FY19 budget outreach process are summarized below. This summary includes comments received through May 3, 2018. Due to the large volume of comments received, not all can be included in this summary. However, the summary presented is a fair representation of the types of comments received across all outreach efforts. Comments received during the workshops and meetings have been addressed; while the written, email, and budget survey comments will be forwarded to relevant departments for consideration in the development of their programs.

A recap of the comments received during the budget outreach process is shown in the table below. As evidenced by the range of subjects in the summary, the public provided input and suggestions on virtually every Metro function. In addition, the perspectives on each issue varied greatly by respondents.



Key Topics	Synopsis of Comments
Active Transportation	<ul style="list-style-type: none"> • Create more safety programs for pedestrians, designated sidewalks, diagonal crosswalks and separate walkways • Fix the streets and sidewalks. There are holes • Split sidewalks and have pedestrians and bikes on each half • Don't close road lanes for bike lanes • Bike lanes should be just for bikes and not pedestrians • Need first/last mile transportation for new rail lines • Need better sidewalks in unincorporated LA County • Add a dedicated east-west path for bikes and pedestrians
Transit Service	<ul style="list-style-type: none"> • Cut bus fares and increase service • Reduce amount of stops on local bus lines • Add one more car to Gold Line in the mornings • End rail service at midnight and add owl service in its place • Add more rail cars during peak hours • Add dedicated lanes for red express bus • Add dedicated full length bus lanes thoroughfares • Improve service between Torrance and West Hollywood • Improve connections between bus lines • Make the light rail system faster to increase ridership • Make riding buses and trains easier and more reliable • When rail lines go out of service, implement bus shuttles quicker • Need to elevate or tunnel rail lines whenever possible • Implement Express loops and local loops • Expand all rail lines, especially the Expo line • Consolidate bus lines so you can add more frequent service on fewer lines • Add rail lines along freeways to access longer distances • Add more long distance commute buses • Consider safety at night at bus stops when scheduling buses • Run rail more often 20 minute wait time is too slow • Building more BRT Lanes is a better use of funds than building more rail
Maintenance	<ul style="list-style-type: none"> • Please increase maintenance on the Blue line to cut down delays • Change traffic control on lights to give light rail priority • More maintenance on buses and trains so more riders will be comfortable • Spend more on train maintenance • Maintain the cleanliness of buses • Clean green line elevators • Replace cloth seats, homeless people make them smell
ExpressLanes	<ul style="list-style-type: none"> • Don't sell anymore transponders, making congestion worse in ExpressLanes • Lower cost in the AM, it is too expensive • Make all express lanes carpool lanes • Get rid of the \$1 monthly fee for fast track • Add more express lanes and offer a subsidy to car dependent and low income • Allow fast track people to also use all diamond lanes • Increase rail coverage and more express lanes • Add a fast track on the I-5 freeway • Add express lanes to all freeways • Need to fix holes on fast track lanes • Add express lanes to the I-10 and 405, very congested freeways • Expand fast track east from El Monte to Inland Empire • Add more money to enforce proper use of transponders
Fares	<ul style="list-style-type: none"> • Do not raise fares on bus or rail • Students should ride for free • Lower prices to make transit more affordable • A smart phone application to pay the fare would be convenient and encourage transit use • Raise taxes and make public transit free • Increase fares to provide free parking

Key Topics	Synopsis of Comments
	<ul style="list-style-type: none"> • Offer more affordable fares, especially for low income riders • There should be a low income program for monthly bus passes • Add round trip transfers on one fare • Make it easier to navigate public transportation by using one method of payment for the Los Angeles area • Lower the Senior/Disabled minimum age to 60 • Add options for large companies to buy preloaded fares • Adjust and round up single ride fares, but lower the cost of a day pass • Do not provide free rides on transit
New Rail	<ul style="list-style-type: none"> • Fund and start a Project EIR/EIS for the Northern Extension of the Crenshaw/LAX Line in 2018 to get this project shovel-ready by 2020 • Extend the Gold Line to El Monte • Provide direct service to LAX without having to take a shuttle • Connect Red Line to Crenshaw Line • Do not build more rail, because there will never be enough riders • San Fernando Valley needs a subway • The Vermont bus line should be a subway • Expand into the Orange County area • All rail lines should be elevated to avoid getting stuck in traffic • Extend rail deeper into the Valley, to Pacoima, Sunland, and Lake View Terrace • The Sepulveda Pass project should be heavy rail • Extend the Red Line to Santa Clarita or Sylmar • Extend the Red Line further north • Add a north/south line from the valley to the Westside • Build a rail line from Laguna Hills to San Jose • The 110 corridor should have a train • Start building rail in the South Bay to provide an alternative to the 405 • Add rail in Glendale • Add new express rail service between downtown LA and Long Beach • Build new rail lines that are faster than driving • Build rail from the South Bay to Long Beach • Provide direct rail service from San Dimas to La Canada at 7am • Build a rail line on Santa Monica Blvd • Extend the Green Line to the Norwalk/Santa Fe Springs Metrolink station • Extend the Crenshaw Line into West Hollywood • Add rail service to San Pedro
Regional Operators	<ul style="list-style-type: none"> • Make later departures from Union Station on Metrolink • Metrolink should open doors before 7 minutes of departures • Expand Metrolink service to Riverside • Be able to use Metrolink pass on more than one line • Run DASH buses on nights and weekends • Foothill transit needs better management • Reinstate 91 line on Metrolink from 5:40 am to 6:25am
Outreach	<ul style="list-style-type: none"> • Survey is hard to read with a black and grey background • Permit priorities in responses • Provide more materials for Chinese Americans on how to take Metro bus and rail • Survey residents where rail doesn't exist to assess whether to add rail lines • Allow fields on the survey for alternate solutions • Great illustration on Budget Tool of public works involves trade-offs • Language in survey is too advanced and technical for most people • Overhaul Metro.net website
Parking	<ul style="list-style-type: none"> • Don't charge for parking at parking lots • Security at lots just stand around and talk • If you use a Metro pass, then parking should be included • Offer a bundle of passes and long term options for parking • Offer discounted parking for Metro riders

Key Topics	Synopsis of Comments
	<ul style="list-style-type: none"> • Parking lots a very unsafe • If you charge at Atlantic Station (low income) why don't you charge at Arcadia? • Add more parking places so more people can ride Metro • Lack of parking around Metro Stations deters Metro use • Offer low income waivers for parking • Implement permit parking in all stations
Positive Feedback	<ul style="list-style-type: none"> • Metro is doing a great job • Metro has come a long way • Metro is open to feedback, and that is great • Budget tool is a superb tool to gather input • Thank you for all the hard work and services you provide to the LA County area • Great budget tool for education and feedback • Appreciative of all updates as people are using Metro more • The bus system is convenient and easy to use
Responsible Spending	<ul style="list-style-type: none"> • Sub Contract work to the private industry and slash budget by half • People in government positions accept bribes to choose certain projects • Reduce executive management salaries • Cut redundant and overlapping positions that can be eliminated • Encourage businesses to subsidize public transit costs for its employees • Direct more funds to subsidize door to door ride sharing options • Balance between transportation and road repairs
Safety & Security	<ul style="list-style-type: none"> • More police officers on all bus lines • Need more security on trains and parking lots • Improve rail station safety • Better enforcement on existing ridership rules • Stop criminalizing poverty with fare inspection • Increase security presence and make it safe for small children • Policing Metro stations to allow safe bicycle parking • Add cameras to rail cars • Remove cops from the trains • Add armed security guards North Hollywood parking lot
Streets & Highways	<ul style="list-style-type: none"> • Add more lanes on all freeways • Remove call boxes, people now have cell phones • Complete the 110 through Downtown Los Angeles • Make lanes on freeways for motorcycle riders • Add more expanding freeways, toll ways and roadways • Finish the Sound Wall • Stop funding expensive and inefficient rail and improve road and freeway options
Accessibility/Rideshare	<ul style="list-style-type: none"> • Add more routes throughout the city for disabled passengers • Add more wheelchair access • More coordination with muni operators to gain senior and disabled ridership • Keep people with disabilities in mind when creating programs or considering budget expenditures
Advertising	<ul style="list-style-type: none"> • Use unused space for advertising and generating revenues • Metro's branding and PR materials are great • Use marketing money to educate the public and promote transit use instead of driving • More advertising of public transit along heavily congested streets and highways

Workshops & Meetings

- Metro Service Councils
- Citizens Advisory Council
- Technical Advisory Committee
- Bus Operations Subcommittee
- Local Transit Systems Subcommittee
- Streets & Freeways Subcommittee
- Policy Advisory Committee (PAC)
- Valley Industry & Commerce Association (VICA) Transportation Committee
- BizFed

Interactive Budget Tool

The interactive Online Budgeting Tool engaged the public by asking a series of questions on transportation priorities to develop a customized Metro budget. Respondents were able to see the budgetary impact for their choices interactively and include narrative comments to further express their feedback and concerns. The budget tool allowed Metro to receive comments from a larger portion of the general public, including those who are not Metro riders.

The Online Budget Tool focused on five key areas: Transportation Priorities, Bus & Rail Improvement, Active Transportation, Streets & Highways, and Budget Balance.

Below are general results of the survey:

- 77% of the respondents favored Metro improving rail services
- 41% of respondents favored better pedestrian crossings on busy intersections
- 40% of the respondents were willing to cut service to balance the budget by reducing service on less heavily used bus line

When asked about which freeway they would like to see ExpressLanes expanded to, 30% of respondents selected: do not expand ExpressLanes.

The results of this survey helps Metro get a snapshot on the public's ranking of their transportation priorities. Comments and feedback are being gathered and evaluated to help shape the budget and Metro's priorities.



Metro

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

Board Report

File #: 2018-0147, **File Type:** Public Hearing

Agenda Number: 9.

**BUDGET PUBLIC HEARING
FINANCE, BUDGET AND AUDIT COMMITTEE
MAY 16, 2018**

SUBJECT: FISCAL YEAR 2019 (FY19) BUDGET

ACTION: ADOPT THE FY19 BUDGET

RECOMMENDATION

CONSIDER:

- A. ADOPTING the proposed FY19 Budget as presented in the budget document (provided in a separate transmittal and posted on metro.net); and
- B. APPROVING the Life of Project (LOP) budgets for new capital projects with LOP exceeding \$5 million, included in the proposed FY19 Budget and presented in Attachment A; and
- C. APPROVING the Reimbursement Resolution declaring Metro's intention to issue debt in FY19 for capital projects, as shown in Attachment B, with the provision that actual debt issuance will require separate Board approval; and
- D. AMEND the proposed budget to include \$2,000,000 for Expo Phase 1 and \$20,624,400 for Expo Phase 2, as approved by Expo Construction Authority for fiscal year 2019, for a total addition of \$22,624,400; and
- E. AMEND the proposed budget to include \$25,000,000 for farebox upgrade, as approved by the Board on April 18, 2018; and
- F. AMEND the proposed budget to include \$500,000 to begin the draft environmental study of the Crenshaw Northern Extension project upon identification of the preferred alternatives identified by the Board for this corridor

ISSUE

California Public Utilities Code Section 130105 requires Metro to adopt an annual budget to manage the revenues and expenses of the agency's projects and programs. The budget is the legal authorization to obligate and spend funds and to implement Board policy. It includes all operating, capital, planning and programming, subsidy funds, debt service requirements, and general fund activities for the fiscal year. Budget detail is a management plan for financial activity and is prepared at the fund, project, department, and expenditure level. The legal level of control is at the fund level. Total annual expenditures cannot exceed the final appropriation by the Board except for capital expenditures, which is authorized on a life-of-project basis.

Copies of the proposed budget were made available to the public on May 1, 2018, both electronically at www.metro.net and through the Records Management Center (RMC) at RMC@metro.net. Printed copies of the budget document were also made available at the RMC on the plaza level of the Gateway building on May 1, 2018. The public hearing is scheduled for May 16, 2018. Advance public notification of this hearing was issued through advertisements posted in over two dozen news publications on April 11th and May 1st, 2018.

BUDGET MESSAGE

The transportation landscape of Los Angeles (LA) County is changing. Metro is leading the change with groundbreaking, expansive projects designed to invigorate our current infrastructure. As our population grows, mounting congestion stands in our way. Therefore, Congestion Reduction, along with overall Customer Experience, is Metro's top priority to improve the quality of life for LA County residents.

Through enhanced transit services and an ever-growing list of innovative new transportation initiatives, we aim to relieve congestion by focusing on the larger mobility picture. This will require addressing the issue of connectivity across all modes and all trip purposes. As we work to integrate trips made by private vehicles and transit with better first/last mile connections, we are moving closer to a transportation network that accommodates the mobility needs of all residents and visitors in LA County.

Metro's goal in the coming year is to move more people onto transit by making meaningful improvements to the services we provide. In order to appeal to a wider audience and encourage transit use among those who have never used our system, we must create a new customer experience. As a direct approach, we are committed to enhance our transit services by taking advantage of new technologies, such as MicroTransit, more advanced mobile apps, and better real-time information. While we improve overall service and tackle congestion with a comprehensive transportation strategy, it follows that increased ridership will be a natural outcome. Once we prove that Metro is safe, clean, easy to use, and efficient, we can make sure LA keeps on moving.

DISCUSSION

The proposed \$6.6 billion budget for FY19 is balanced and aligns resources in a fiscally responsible manner to achieve the following goals:

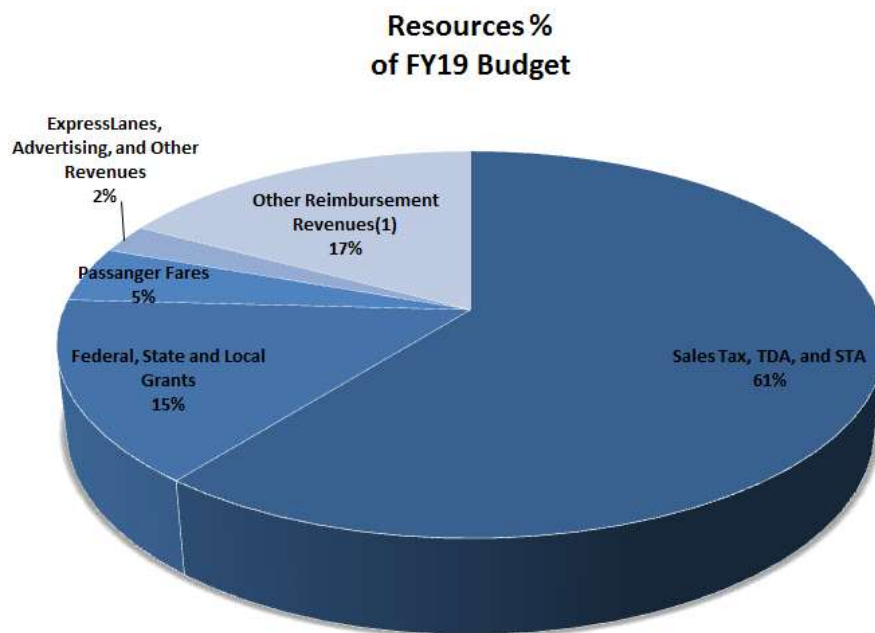
1. Advance safety and security for our customers, the public, and Metro employees
2. Exercise fiscal discipline to ensure financial stability
3. Plan and deliver capital projects on time and on budget while increasing opportunities for small business development and innovation
4. Improve the customer experience and expand access to transportation options
5. Increase transit use and ridership
6. Implement an industry-leading state of good repair program
7. Invest in workforce development
8. Promote extraordinary innovation
9. Contribute to the implementation of agencywide and departmental Affirmative Action and Equal Employment Opportunity goals

As part of the performance management process, Metro will monitor progress throughout the year relative to the Agency goals using measurements such as budget variance, Key Performance Indicators (KPIs) target achievement, Project Milestone achievement and cost savings and new revenue generation through the risk allocation matrix (RAM). This reinforces Metro's commitment to strategic monitoring of performance and the improvement of accountability.

Resources Summary

Resources (\$ in Millions)		FY18 Budget	FY19 Prelim Budget	FY18 - FY19 \$ Change	FY18 - FY19 % Change
1	Sales Tax, TDA, and STA	\$ 3,691.2	\$ 3,980.2	\$ 289.0	7.8%
2	Federal, State and Local Grants	985.9	997.3	11.4	1.2%
3	Passanger Fares	302.6	302.6	-	0.0%
4	ExpressLanes, Advertising, and Other Revenues	137.7	158.1	20.4	14.8%
5	Other Reimbursement Revenues ⁽¹⁾	1,164.3	1,124.4	(39.9)	-3.4%
Total Budget		\$ 6,281.7	\$ 6,562.6	\$ 280.9	4.5%

⁽¹⁾ Includes bond proceeds, Transportation Infrastructure Finance and Innovation Act (TIFIA) loan drawdown and prior year commitment



The FY19 Proposed Budget ensures resources available to meet the planned Metro program and project delivery for the coming fiscal year. Revenue projections are built on historical sales tax growth cycles, accepted forecasting sources and Metro's 30 year actual sales tax receipts. The total FY19 budget planned resources is \$280.9 million or 4.5% greater than FY18.

- Sales Tax, TDA, and STA increases \$289 million or 7.8% in total, due to the following 2 reasons:
 - There is a \$98 million or 3.4% projected increase for Prop A, C and Measure R sales tax as well as TDA revenues. Measure M increase is 5.5% more at 8.9%, or \$68.8 million, reflecting allowances for FY18 Measure M inaugural year of lower than

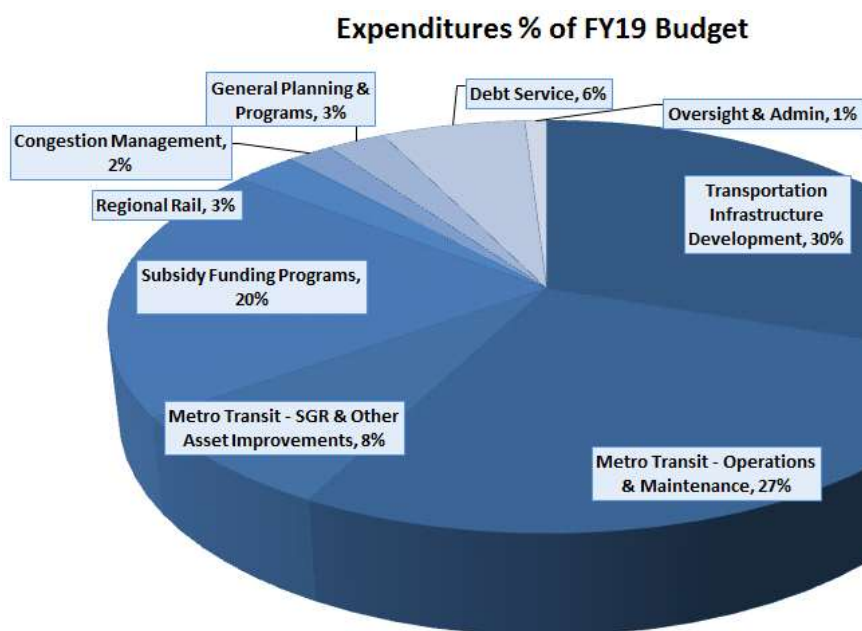
anticipated sales tax receipts.

- STA and State Senate Bill 1 (SB1) increase by \$122 million or 204% based on State Controllers' Office (SCO) estimates and new SB1 supplemental funding for transit and state of good repair.
- Federal, State and Local Grants are at a modest \$11 million increase or 1.2%, reflecting related capital expense activity.
- Passenger Fare revenues to remain flat due to level ridership & fare per boarding estimates.
- ExpressLanes, Advertising, and Other Revenues are increasing \$20.4 million or 14.8% in total, primarily due to the addition of Green Funds and increasing CNG credits for FY19.
- Other Reimbursement Revenues is \$39.9 million or 3.4% lower in total based on timing of project schedules. This includes bond proceeds, sales tax carryover, and Transportation Infrastructure Finance and Innovation Act (TIFIA) loan drawdowns which are backed by future expected sales tax.

Expenditure Summary

In FY19, Metro is poised to lead the ongoing transformation of Los Angeles County, with a bold plan to push the region to new heights. This year, we will continue our rapid progress toward achieving the vision of Measure M, with over a dozen transit expansion projects in various stages of planning, groundbreaking, and construction. We are also focused on the rejuvenation of our existing lines and facilities, as we move to pilot an electric bus fleet and continue major rehabilitation efforts on the Blue Line, our oldest rail line.

Expenditures by Program Type (\$ in Millions)		FY18 Budget	FY19 Prelim Budget	FY18 - FY19 \$ Change	FY18 - FY19 % Change
1	Transportation Infrastructure Development	\$ 1,987.2	\$ 1,987.7	\$ 0.5	0.0%
2	Metro Transit – Operations, Maintenance, & Regional Operating Services	1,755.4	1,795.5	40.1	2.3%
3	Metro Transit - SGR & Other Asset Improvements	431.9	493.0	61.1	14.1%
4	Subsidy Funding Programs	1,243.3	1,333.0	89.7	7.2%
5	Regional Rail	178.4	179.0	0.6	0.3%
6	Congestion Management	113.0	127.3	14.3	12.6%
7	General Planning & Programs	133.5	167.4	33.9	25.4%
8	Debt Service	383.9	416.6	32.7	8.5%
9	Oversight & Admin	55.2	63.3	8.2	14.8%
Total Budget		\$ 6,281.7	\$ 6,562.6	\$ 280.9	4.5%



The total budget increase from FY18 to FY19 is \$281 million or 4.5%. The major differences are addressed in program categories below which include the assumption for CPI increase of 2.25%.

- Transportation Infrastructure Development remains steady and supports Measure R and M projects such as Westside Purple Line Extension, including the Division 20 expansion, Regional Connector and Crenshaw LAX projects.
- Metro Transit - Bus and Rail Operations & Maintenance has a 5.1% increase from FY18 due to the new labor contracts and additional Revenue Service Hours (RSH) needed to support bus bridges for the “New Blue” rehabilitation project and special events.
 - Bus Revenue Service Hours (RSH) increases by 104,000 hours or 1.5%, due to Bus bridges for Blue Line closures related to the “New Blue” rehabilitation project and minor service adjustments to relieve overcrowding.
 - Rail RSH increases by 2,000 hours or 0.2%, due to minor service adjustments for 3-car consists on the Gold Line and headway increases on the Green line during the AM peak; increases mostly offset by reductions due to Blue Line closures for the New Blue project.
- Metro Transit - State of Good Repair (SGR) & Other Asset Improvements is at a 4% increase from FY18 due to piloting the conversion of the bus fleet to Electric/Zero Emission Buses (ZEB), rehabilitation of the Blue Line, system upgrades, and improving customer experience.
- Subsidy Funding Programs increases by \$89.6 million, or 7.2%, primarily due to increased funding from growth in sales tax revenues and new SB1 funding.
- Regional Rail remains constant with continuing operating and capital support of the Metrolink commuter rail system and the Metro managed Regional Rail.
- Congestion Management is increasing by \$14 million, or 13%, primarily due to a service provider and contract renewal rate change.
- General Planning & Programs increases by \$31 million, or 25%, due to the expansion of bikeshare, LA River Bikepath, Rail to Rail/River, Union Station improvements and Public Private Partnerships (P3).
- Debt Service increases by \$33 million, or 9% due to repayment of FY18 proceeds issued as previously approved by the Board.
- Oversight & Admin is a \$6 million increase, or 15%, due to continued ramp up of support for carrying out Measure M initiatives as well as cost inflation factors.
- The labor cost increase reflects rising cost inflation, living wage standard increases and labor market contraction. Wage increases and health/welfare benefits for represented employees are based on Collective Bargaining Agreements; salary increases for non-represented employees are expected to be in line with represented employees at a 4% increase over FY18 and is merit based. Non-represented medical/dental benefits reflect costs previously approved by the Board.

FTE Summary

The FY19 proposed budget includes requests for 79 non-represented FTE additions and up to 170 represented FTE additions.

- Total Non-Represented FTE increase of 79 primarily due to Crenshaw project and other capital projects support, Metro operations, and continuing Measure M initiatives and oversight.
- Total Represented FTE increase of up to 170 primarily due to Crenshaw Pre-Revenue Service and increase in bus service for “New Blue” rehabilitation bus bridges.

A summary of the requested FTEs is shown in the table below.

1	Non-Represented FTEs	
2	FY18 Budget	1,601
3	Congestion Management	3
4	Crenshaw Pre-Revenue Service	11
5	Debt Service	1
6	General Planning & Program	1
7	Measure M Initiatives Support, Oversight & Admin	26
8	Metro Operations and Support	17
9	MR/MM Planning Studies	16
10	Westside Subway Ext Sect 1, 2, 3	4
11	<i>FY18 vs FY19 Change</i>	<i>79</i>
12	FY19 Proposed	1,680
13	Represented FTEs	
14	FY18 Budget	8,367
15	Crenshaw Pre-Revenue Service	83
16	Operating Bus Service	81
17	Property Maintenance	2
18	Metro Programs Support, Oversight & Admin	4
19	<i>FY18 vs FY19 Change ⁽¹⁾</i>	<i>170</i>
20	FY19 Proposed	8,537

(1) The FY19 Proposed Represented FTE's will not exceed 170 and is subject to change based on further service level adjustments.

Life of Project (LOP) Budgets

Projects greater than \$1 million with LOP budget increases and new projects in excess of \$5 million must be approved by the Board in separate Board actions.

Attachment A includes a detailed listing of new capital projects for FY19 with LOP in excess of \$5 million. These projects are included in the proposed FY19 budget but do require LOP approval by the Board, as requested by Recommendation B of this report.

Reimbursement Resolution

Per Federal tax law, bond proceeds can only be used for expenses incurred after the issuance of bonds. Metro must pass a resolution indicating the intent to issue bonds at a later date for the expenditures described in the reimbursement resolution to be reimbursed for expenses incurred before the bond issue. See Attachment B for anticipated expenditures in the budget related to proceeds from future bond issuance.

Public Outreach

Soliciting meaningful input from the public and stakeholders is critical to budget development. The comprehensive outreach program for FY19 included many opportunities to provide feedback online or by telephone in addition to in-person meetings. These meetings included Metro Service Councils, Citizens Advisory Council (CAC), Technical Advisory Committee, Bus Operations Subcommittee, Local Transit Systems Subcommittee, Streets & Freeways Subcommittee, Policy Advisory Committee (PAC), Valley Industry & Commerce Association (VICA) Transportation Committee, and BizFed. This allowed for the greatest level of engagement and direct dialogue with stakeholders.

To encourage participation, the times and locations of public workshops were advertised through multiple channels, including the Metro website, “take ones” on board vehicles, newspaper advertising, messages on hold, e-blasts, and social media ads. Outreach efforts for FY19 also included two Telephone Town Hall sessions and an interactive Online Budget Tool, making it convenient for LA County residents to participate in the budget process without physical presence at a meeting. A summary of public outreach efforts and comments received is shown in Attachment C.

FINANCIAL IMPACT

The proposed FY19 budget (provided in a separate transmittal) at \$6.6 billion, plus the following amendments: \$2 million for Expo Phase 1, \$20.6 million for Expo Phase 2, \$25 million for farebox upgrades, and \$500,000 for Crenshaw Northern Extension, is balanced, and includes expenditures and appropriates the resources necessary to fund them. The proposed budget demonstrates Metro’s ongoing commitment to meeting its capital and operating obligations, which is a requirement

necessary in order to continue to receive subsidies from the state and federal governments and to administer regional transportation funding to local cities and municipal operators.

NEXT STEPS

Upon Board authorization and adoption of the FY19 budget, staff will start make funds available for the planned transit and transportation programs outlined in this document and be programmed to fund regional transit/transportation partnering agencies, cities and recipients.

Monitoring the FY19 budget performance will be a year-round ongoing effort. Staff will conduct quarterly performance management reviews and track metrics to reinforce accountability and budgetary control. There will be a mid-year budget assessment to evaluate the budget's alignment to agency priorities and actual performance. In addition, continuous improvements will be implemented to the process and regular updates will be reported to the Board.

ATTACHMENTS

Attachment A - FY19 New Capital Projects

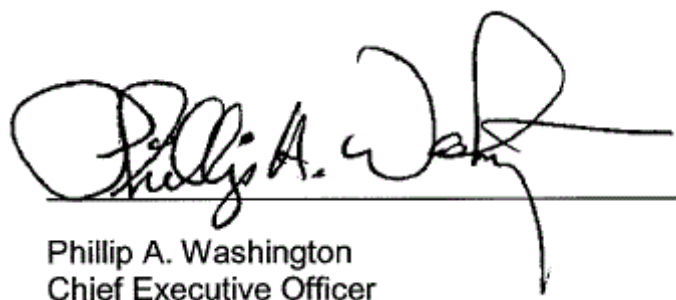
Attachment B - Reimbursement Resolution of Metro for FY19

Attachment C - FY19 Public Outreach

Prepared by: Office of Management & Budget Staff

Irene Fine, Deputy Executive Officer, Finance, (213) 922-4420

Reviewed by: Nalini Ahuja, Chief Financial Officer, (213) 922-3088



Phillip A. Washington
Chief Executive Officer



Metro

Board Report

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

File #: 2017-0702, File Type: Program

Agenda Number: 11.

FINANCE, BUDGET AND AUDIT COMMITTEE MAY 16, 2018

**SUBJECT: MAJOR CONSTRUCTION UMBRELLA INSURANCE
PROGRAM**

ACTION: PURCHASE UMBRELLA INSURANCE

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to negotiate and purchase additional construction project umbrella liability insurance policies (also known as a super excess general liability insurance program) for construction of the Metro Westside Purple Line Extension Section 2 Project (the Project) with up to \$300 million in additional limits at a cost not to exceed \$4.9 million for the period effective June 6, 2017 to June 6, 2027 (and products/completed operations coverage to June 6, 2037).

ISSUE

Metro is concerned about the financial implications of an unanticipated loss resulting in major damage to adjacent properties and/or loss of life/injury on our major transit construction projects. Such risk can be mitigated reasonably through the purchase of additional insurance.

BACKGROUND

Existing Liability Insurance Coverage for the Metro Westside Purple Line Extension Section 2 Project

Dedicated limits of insurance coverage for the Metro Westside Purple Line Extension Section 2 Project are provided by the Design Build (DB) contractor, Tutor Perini/O&G, A Joint Venture. The liability insurance on the Project, which covers the negligent injury or death and/or property damage to others, is \$350 million. This coverage also includes products and completed operations for ten years following the revenue service date and will respond to latent defects which cause injury or death, or real property damage to other people. The coverage limits take into account aspects such as concentration of property values near the Project, population density, tunneling, project duration, and other factors. The contract award value of the Project was \$1,376,500,000.

Risk Exposure Above Existing Coverage

Despite using liability insurance limits toward the high end of industry practice in our major construction project contracts, these limits would be insufficient to respond to an extremely unlikely and unanticipated loss resulting in widespread property damage or loss of life.

Metro purchased additional construction project umbrella liability insurance policies for construction of the Metro Westside Purple Line Extension Section 1, Gold Line Foothill Extension Phase 2A, Crenshaw/LAX, Expo II Transit Corridor and Regional Connector Projects in October 2014 as authorized by the Board. The policies are effective for the period October 1, 2014 to January 3, 2023 (with products and completed operations coverage to January 3, 2033) and provide additional liability insurance limits up to \$550 million over the current contractor owned insurance programs. Purchase of this policy will provide a consistent approach to mitigating our risk exposure and provide the same amount of liability limit available on the projects listed above.

DISCUSSION

Proposed Additional Liability Insurance Coverage for the Metro Westside Purple Line Extension Section 2 Project

Metro's construction insurance broker, Aon Risk Services, approached each of the carriers in Metro's current super umbrella program to determine whether they were willing to enroll the Metro Westside Purple Line Extension Section 2 Project into their current policies. However, due to a number of reasons such as market appetite and the fact that reinsurance treaties with all carriers in the first layer allow policy terms to run no longer than eight years, our broker approached the market with a new policy to take the project term out to the required 12 years to include the timeframe for the Westside Purple Line Extension Section 2 Project with a linked limits endorsement to the prior policy. This approach was accepted by the carriers in the first layer of coverage in the amount of \$50 million. A \$250 million limit is provided by the secondary layer carrier for a total coverage, including the DB provided coverage, of \$750 million (the same as the existing super umbrella program). This action brings continuity of coverage for all major Metro construction projects under one program.

Attachment A identifies the insurance carriers and pricing for the proposed program.

DETERMINATION OF SAFETY IMPACT

Approval of this recommendation will not impact the safety of Metro's patrons or employees.

FINANCIAL IMPACT

The funding for this action is included in the FY18 budget, under Project 865522 (Westside Purple Line Extension Section 2), Fund 6012, Cost Center 8510 (Construction Project Management), Account Number 50602 (Insurance Premium for General Liability) and Task Number 4.10.01.03 (General Liability - Non FFGA).

Impact to Budget

The sources of funds for the recommended action are from Measure R 35% and Local Funds. The approved FY18 budget is designated for the Westside Purple Line Extension Section 2 Project and does not have an impact to operations funding sources.

ALTERNATIVES CONSIDERED

Aon Risk Services explored the possibility of a single insurer, Berkshire Hathaway, to provide the full coverage required for the Project. Their estimated premium for doing so was not a viable option.

There are no other viable options as we have exhausted the marketplace to develop the limits recommended in this super excess liability program. There are no more available limits in the insurance industry.

Metro could self-insure this exposure and rely on its indemnities with the DB contractor, however, this approach would leave Metro with an unknown and unknowable risk of an unanticipated loss.

NEXT STEPS

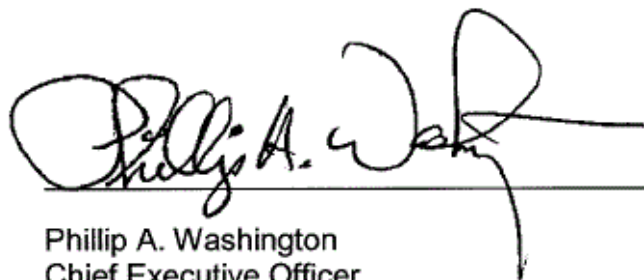
Upon Board approval of this action, we will advise Metro's broker, Aon Risk Services, to proceed with placement of the excess liability insurance program outlined herein effective June 6, 2017.

ATTACHMENTS

Attachment A - Recommended Program Pricing and Carriers

Prepared by: Tim Rosevear, Manager, Financing Manager, (213) 922-6354

Reviewed by: Greg Kildare, Chief Risk, Safety and Asset Management Officer, (213) 922-4971



Phillip A. Washington
Chief Executive Officer

ATTACHMENT A

RECOMMENDED PROGRAM PRICING AND CARRIERS

Carrier	Limits	Percentage	Premium	Total Taxes & Fees	TOTAL
Primary					
Chubb	\$11,607,143	23.2%	\$626,786	\$43,875	\$670,661
AWAC	\$6,250,000	12.5%	\$337,500	\$23,625	\$361,125
Endurance	\$4,464,286	8.9%	\$241,071	\$7,714	\$248,786
Swiss RE	\$4,464,286	8.9%	\$241,071	\$7,714	\$248,786
Argo	\$4,464,286	8.9%	\$241,071	\$16,875	\$257,946
XL	\$4,464,286	8.9%	\$241,071	\$7,232	\$248,304
Markel	\$3,571,429	7.1%	\$192,857	\$5,786	\$198,643
Catlin	\$3,125,000	6.3%	\$168,750	\$5,400	\$174,150
Liberty	\$2,678,571	5.4%	\$144,643	\$4,629	\$149,271
Apollo	\$2,678,571	5.4%	\$144,643	\$4,629	\$149,271
Starstone	\$2,232,142	4.5%	\$120,536	\$3,857	\$124,393
	\$50,000,000	100.0%	\$2,700,000	\$131,336	\$2,831,336

Secondary					
Berkshire	\$250,000,000	100.0%	\$1,919,210	\$61,415	\$1,980,625

GRAND TOTAL	\$300,000,000		\$4,619,210	\$192,750	\$4,811,960
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Contingency for carrier, premium, tax or fee adjustments \$88,040

Not to Exceed Amount \$4,900,000

Bermuda Markets
Domestic Markets
London Markets



Board Report

File #: 2018-0072, **File Type:** Contract

Agenda Number:

PLANNING AND PROGRAMMING COMMITTEE MAY 16, 2018

SUBJECT: WEST SANTA ANA BRANCH TRANSIT CORRIDOR

ACTION: APPROVE RECOMMENDATIONS

RECOMMENDATION

RECOMMENDATIONS A AND B APPROVED AS AMENDED DURING MAY'S REGULAR BOARD MEETING, RECOMMENDATION C TO BE VOTED ON DURING JUNE'S REGULAR BOARD MEETING.

CONSIDER:

A. RECEIVING AND FILING:

1. West Santa Ana Branch Transit Corridor Updated Northern Alignment Options Screening Report, including project goals; and
2. Update on Public-Private Partnership (P3) project delivery procurement process

B. AUTHORIZING:

1. Northern alignment options to carry forward into Draft Environmental Impact Statement/Environmental Impact Report (EIS/EIR)
 - a. Concept E: Union Station via Alameda Underground
 - b. Concept F: Union Station via Alameda Underground/Center Aerial
 - c. Concept G: Downtown Transit Core Underground

FASANA AMENDMENT: As part of the environmental process, consider studying up to 6-car platforms.

C. AUTHORIZING the Chief Executive Officer to execute:

1. Modification No. 2 to Contract No. AE5999300 with WSP USA Inc. for technical services for the evaluation of the three northern alignments in the Draft EIS/EIR in the amount of \$2,760,752, increasing the total contract value to \$12,405,244; and

-
2. Modification No. 1 to Contract No. PS2492300 with Arellano Associates for outreach support for the augmented Community Participation Program as part of the evaluation of the three northern alignments in the Draft EIS/EIR in the amount of \$429,310, increasing the total contract value to \$922,203.

ISSUE

At the March 1, 2018 meeting, the Board authorized expanding the northern alignment study area to address scoping period comments and updated technical information. Based on community input and technical analysis, a Northern Alignment Alternatives and Concepts Updated Screening Report (Updated Screening Report) has been completed. Attachment A contains the Executive Summary, inclusive of performance, travel and cost information. The full report is on file and available upon request.

The Updated Screening Report recommends three (3) northern alignment options to be carried forward into the environmental document for further analysis. The Board is deciding on actions necessary to advance the NEPA and CEQA review of the West Santa Ana Branch (WSAB) Transit Corridor (Project), but is not making a decision about the final project. Board action is needed in order to proceed forward with the environmental analysis and remain on schedule per the Measure M groundbreaking date of Fiscal Year (FY) 2022. In addition, Board action in May would facilitate efforts for project acceleration.

BACKGROUND

The WSAB Project is a proposed light rail transit (LRT) line that would extend approximately 20 miles from downtown Los Angeles through southeast Los Angeles County (LA County). South of downtown Los Angeles, a single alignment has been identified following existing right-of-way parallel to the Blue Line owned by Union Pacific, then along Randolph Avenue in the City of Huntington Park using Metro owned Right-of-Way (ROW), then following the San Pedro Subdivision Branch (owned by Port of Los Angeles and Port of Long Beach), to the eight-mile, Metro-owned, abandoned Pacific Electric ROW to the southern terminus in the City of Artesia. WSAB would traverse a highly populated area, with high numbers of low-income and heavily transit-dependent residents. A primary goal of the Project is to improve mobility by connecting the communities of southeast LA County with the Metro rail network.

The Project is identified in Measure M as a light rail transit (LRT) project. The exact project description of all projects set forth in the Measure M ordinance are to be defined by the environmental process, which includes features such as termini, alignment and stations. Per Measure M and Metro's 2009 Long-Range Transportation Plan (as amended), the Project has a \$4 billion (B) (2015\$) allocation based on the cost estimate in the Measure M Expenditure Plan (Proposition A and C funds may not be used for underground segments). Per Measure M, funding becomes available in two cycles as follows:

Measure M Expected Opening Date	L RTP Funding Allocation (2015\$)
FY 2028	\$1 billion

FY 2041	\$3 billion
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Measure M indicates that an early delivery of the second funding cycle may be made possible with a Public Private Partnership (P3) delivery method. A P3 is being pursued as a delivery strategy for accelerating the second funding cycle, which may enable Metro to deliver the project in one phase, coupled with a comprehensive delivery approach.

The entire Project is also included in Metro's "Twenty-Eight by '28 Initiative" project list as an aspirational project schedule to be completed in time for the 2028 Olympic and Paralympic Games in Los Angeles. Therefore, efforts are being made to achieve an early project delivery; this May 2018 Board action would facilitate efforts for project acceleration.

Northern Alignments

In September 2016, the Board authorized award of a professional services contract (Legistar file 2016-0571) to environmentally clear the Project under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). As part of this planning process, a Northern Alignment Options Screening Report (April 2017) was prepared to further assess six northern alignment options previously analyzed in the Technical Refinement Study (TRS), received by the Board in September 2015 (Legistar file 2015-0994). As a result of the Northern Alignment Options Screening Report, per Board action at the April 2017 meeting (Legistar file 2017-0152), four northern alignment options were carried into the scoping period for the environmental analysis as shown in Attachment B:

- A. Pacific/Alameda
- B. Pacific/Vignes
- C. Alameda
- D. Alameda/Vignes

In June 2017, as part of the environmental process, public scoping meetings were held in the cities of Bellflower, Huntington Park, Los Angeles, and South Gate. The meetings provided project updates to stakeholders and solicited comments through an extended formal comment period that ended in August 2017. At the conclusion of the public scoping period, over 1,100 comments were received. Approximately 400 of the comments were submitted by Little Tokyo stakeholders. A majority of the comments expressed strong opposition to some or all of the northern alignment options and were particularly opposed to an elevated alignment along Alameda Street. In general, comments from the Little Tokyo community included concerns regarding the potential visual impact of an aerial alignment and concerns regarding the potential construction impacts brought on by a WSAB alignment through their community. Similarly, the Arts District and Industrial District communities also generally expressed concerns with an at-grade or elevated alignment along Alameda Street.

Metro also received scoping letters from several agencies. In their scoping letters, Metrolink, the Federal Railroad Administration (FRA) and the California High Speed Rail Authority (HSR) expressed concerns regarding the northern alignment options. Specifically, their comments focused on encouraging Metro to seek alternatives that do not limit or preclude the potential for existing or future regional railroad capacity at Union Station (LAUS), reasoning that LAUS is the regional rail hub and, therefore, should prioritize regional rail services due to limited platform availability.

In response to comments received during the scoping period and ongoing technical analysis, the project team analyzed additional northern alignment options, coordinating with several departments. Considerations brought to bear in developing additional alignments responsive to public comment included potential terminus station areas and identifying opportunities and challenges as they relate to operations, transit oriented communities (TOC) and constructability of the alignments. Additional new northern alignment options were developed and further refined. The new northern alignment concepts that emerged can be found in Attachment C. They are:

- E. Alameda (underground) to Union Station
- F. Alameda (underground)/Center (aerial) to Union Station
- G. Downtown Transit Core underground to 7th/Metro or Pershing Square station areas
- H. Arts District/6th Street underground to Union Station via extended Purple or Red Lines

DISCUSSION

Given the factors identified in the scoping comments and workshops, an Updated Screening Report was completed to provide a detailed screening evaluation of the original and new northern alignment concepts to identify the highest performing alignment options. As part of the Updated Screening Report, eight northern alignment options were analyzed, including the original four alignments and four supplemental northern alignment concepts. The eight options were evaluated based on how well they addressed the qualitative Project goals as well as key, quantitative performance factors.

The Project goals are intended to qualitatively guide the overall planning process and serve as one of several performance measurement tools. Attachment D summarizes how each alignment qualitatively performed when compared to the goals. The Project goals are:

- Provide Mobility Improvements
- Support Local and Regional Local Use Plans and Policies
- Minimize Environmental Impacts
- Ensure Cost Effectiveness and Financial Feasibility
- Ensure Equity

In addition to the Project goals, staff also quantitatively evaluated each northern alignment options against key performance factors. These factors which aim to capture the customer impact and experience are compared for each alignment in Attachment E.

Community Engagement

The Updated Screening Report provides a summary of the outreach efforts held March through April 2018, including location of meetings held and feedback received. Comments received at the community meetings, via the online comment form and via e-mail cite both LAUS and the Downtown Transit Core as the top preferences for potential riders beginning/ending their trips. Of those who indicated an alignment preference, Concepts E and G are preferred. Other comments submitted pertained to pedestrian connections, safety, homelessness, first/last mile connections, parking supply, impacts at and around stations, property values, noise levels, aesthetics, construction

impacts, alignment configuration, budget, ridership, P3 potential, and property acquisitions. Stakeholder briefings, meetings, presentations and comment letters received from the southern portion of the project corridor revealed a substantial amount of support for a one seat ride to LAUS and opposition to a terminus in the Arts District.

Briefings, meetings, presentations and comment letters received from stakeholders in the northern portion of the project corridor yielded interest in additional alignments and an interest in having Metro consider heavy rail transit as the mode for WSAB. A rough order of magnitude (ROM) cost for a 20-mile WSAB heavy rail alignment based on recent Metro projects was prepared and found the cost to range between \$12.3B and \$18.4B. It has also been determined, in consultation with the Federal Transit Administration (FTA), that the environmental process would need to be restarted, thereby impacting the project schedule.

Recommended Alignments

Based on the technical evaluation and public/stakeholder input, the Updated Screening Report recommends three options to be carried forward into the Draft environmental document for further analysis and refinement. Attachment F includes a map of the three recommended alignments. These alignments also represent a reasonable range of alternatives to be evaluated as required by the state and federal environmental process.

- Two alignments would terminate at LAUS; one would terminate in the Downtown Transit Core.
- All three alignments are completely underground or have substantial underground configurations in the downtown LA area.
- All three options would run parallel to the Blue Line between the Slauson and Washington stations, thereby allowing transfer opportunities, which would also provide relief to the Blue Line. As the Blue Line tends to operate at capacity in one direction at the peak hour, providing passengers with an alternative to riding the Blue Line all the way into downtown LA was identified as an important operational consideration.
- All three alignments would provide at least one station to serve the Arts District area.
- Attachments G1 and G2 illustrate trips that are common to the LAUS and Downtown Transit Core termini. Approximately 90% of trips are common to both termini.

The three recommended options are:

- **Concept E - Union Station via Alameda Underground:**
 - Description: Extends approximately 7.9 miles between LAUS and the Florence/Salt Lake Station along the Metro Blue Line and Alameda Street.
 - Ridership: It has estimated daily boardings of 81,000 of which includes an estimated 27,000 new riders.
 - Connectivity: This alignment allows for a direct connection to LAUS.
 - Cost Estimate: As a mostly underground alignment, Concept E has a preliminary capital cost of \$5.8B (2017\$).
 - Overall Evaluation: Concept E received an overall score of High and is recommended to move forward.
 - Other Factors: This option would provide a one seat ride to the west side of LAUS,

providing transfer opportunities to Metro rail and bus and regional rail services. The alignment addresses community concerns expressed as part of the Scoping process. The alignment also includes an optional station at 1st/Central providing a connection to the Regional Connector future north/south and east/west connections. The alignment could serve an Arts District Station in the vicinity of Alameda and 7th Streets.

- **Concept F - Union Station via Alameda/Center:**

- Description: Extends approximately 8.1 miles between LAUS and the Florence/Salt Lake Station along the Metro Blue Line, Alameda Street and then Center Street.
- Ridership: It has estimated daily boardings of 74,500 of which includes an estimated 26,000 new riders.
- Connectivity: This alignment allows for a direct connection to LAUS and therefore one transfer to the future north-south line and regional rail services.
- Cost Estimate: As a partially underground alignment, Concept F has a preliminary capital cost of \$5.4B (2017\$).
- Overall Evaluation: Concept F received an overall score of Medium/High and is recommended to move forward.
- Other Factors: This option would provide a one seat ride to LAUS, providing transfer opportunities to Metro rail and bus and regional rail services. The alignment addresses community concerns expressed as part of the Scoping process; however, an aerial configuration would be required on Center Street to terminate at Platform 2. The alignment could serve an Arts District Station in the vicinity of Alameda and 7th Streets.

- **Concept G - Downtown Transit Core:**

- Description: Extends approximately 8.0 miles between the Downtown Transit Core and the Florence/Salt Lake Station parallel to the Metro Blue Line then primarily under Alameda, 7th and 8th Streets.
- Ridership: It has estimated daily boardings of 78,500 of which includes an estimated 25,000 new riders.
- Connectivity: If the terminus allows for a connection to 7th/Metro Center, one transfer can be made to Red, Purple, North-South and East-West lines. If the terminus allows for a connection to Pershing Square, then two transfers are required to access the future North-South and East-West lines. Two transfers are needed to access regional rail services.
- Cost Estimate: As a mostly underground alignment, Concept G has a preliminary capital cost of \$5.8B (2017\$).
- Overall Evaluation: Concept G received an overall score of Medium/High and is recommended to move forward.
- Other Factors: This option would support connectivity for emerging Transit Oriented Communities at South Park/Fashion District and the Arts District South Station, and provide access to very high population and employment densities. It best serves transit dependent/Environmental Justice communities. Extending WSAB to a potential 5th/Flower station at the Regional Connector creates significant problems in allowing for a station connection at Pershing Square. Therefore, this alignment does not allow for a future direct extension to a future 5th/Flower station.

The three concepts recommended to move forward will be further studied as part of the Draft EIS/EIR. The remaining five concepts will be eliminated from further consideration, as these concepts do not perform as well in advancing the goals of the Project. The environmental document will describe the five eliminated concepts and explain why they were dropped from further consideration. This will be done as part of the Scoping and Updated Screening Process description of the environmental document where staff will capture alternatives that have been considered but were dropped from further evaluation.

Cost Estimates

All project cost estimates are rough order of magnitude. None of the eight options are close to the estimated budget in Measure M. Significant project design development remains. Cost estimates are expected to increase, resulting from further defining the project during the environmental review and public, stakeholder and partner engagement processes. Therefore, cost was not deemed determinative in screening alignments into the subsequent environmental review process. However, a reasonable and achievable funding package will be prepared to address costs and deliver a project within the envelope suggested by the estimated costs.

Technical Services Contract Modification No. 2

The execution of Contract Modification No. 2 will allow the contractor to conduct additional analysis, design work and updates to the technical reports to reflect the approved northern alignments and complete the environmental document.

Outreach Services Contract Modification No. 1

The execution of Contract Modification No. 1 will allow the outreach contractor to continue implementing focused outreach services to the corridor communities in support of the environmental document.

P3 Procurement Activities

Public Private Partnership (P3) is an innovative project delivery and financing model where Metro partners with a private sector firm to improve project performance, reduce short- and long-term costs, transfer project risks, and accelerate completion of a project. P3 delivery can include private sector participation in funding the project, as well as the operations and maintenance over extended periods of time. The procurement process for the WSAB Project will be a two-stage procurement, consisting of a Request for Qualification (RFQ) phase followed by a Request for Proposals (RFP) phase. Interim milestones for achieving the RFQ and RFP phases include Market Sounding, Shortlisting of Procurement Options, Qualitative Assessment, Risk Identification/Analysis, and Value for Money Assessment. These deliverables will form the P3 Business Case that will drive an effective competitive procurement that can best deliver on Metro's project objectives. During this process, Metro will provide regular updates to the Board, as well as conducting Small Business Outreach.

Market Sounding

The Metro P3 Team completed a phased Market Sounding to support delivery of the WSAB P3 Project. Market Soundings is a series of separate, one-on-one discussions between a public project sponsor (and its P3 advisors) and current P3 market participants to assess a project's financial feasibility, risk allocation, and other related topics, to help inform the optimal approach for delivering the project. The Project Team anticipates undertaking up to three Market Soundings over the next 12 months (leading up to the issuance of the RFQ). Once the Market Sounding is complete, findings will be compiled to inform subsequent key decisions that will determine the path forward for the WSAB P3.

A few key findings from the first Market Sounding included the following:

- Confirmed a strong interest in a P3 and were broadly supportive of Design-Build-Finance-Operate-Maintain arrangement.
- Identifying one operator for the entire alignment was recommended, even if the Project is phased.
- Considerations for including rolling stock could lead to potential efficiencies.
- In general, the industry indicated that TOC should not be included as part of the P3.
- Participants indicated that affordability of the project scope and timing of delivery would need to be confirmed before procurement, and that an affordability cap could bring additional certainty and ensure successful transaction close if projected costs exceed budget.

Request for Qualifications and Request for Proposals

The RFQ/RFP process will provide an opportunity for Metro to evaluate the most qualified firms on the basis of technical and financial capability, as well as a strong track record of safety and completing successful P3 projects of similar size and complexity. Current schedule for the WSAB project includes releasing the RFQ in 2019. The Metro P3 Team will determine the subsequent schedule for release of the Draft and Final RFP and Project Agreement, as the project scope continues to be developed by Countywide Planning and Development. The Team will advise the Board once the dates are determined.

DETERMINATION OF SAFETY IMPACT

These actions will not have any impact on the safety of our customers and/or employees because this Project is at the study phase and no capital or operational impacts results from this Board action.

FINANCIAL IMPACT

The FY 2017-18 budget includes \$4,507,640 in Cost Center 4370 (Systemwide Team 3), Project 460201 (WSAB Corridor Admin) for professional services. Since this is a multi-year contract, the Cost Center Manager and Chief Planning Officer will be responsible for budgeting in future years.

Impact to Budget

The funding for this Project is from Measure R 35%. As these funds are earmarked for the WSAB Transit Corridor project, they are not eligible for Metro bus and rail capital and operating expenditures.

ALTERNATIVES CONSIDERED

The Board could decide not to approve the recommended northern alignment options to be carried forward into the Draft EIS/EIR. This alternative is not recommended, as this would impact the Project's environmental clearance schedule and would not be responsive to comments received during the scoping period on the current alignments or consider updated technical information. This would also not be consistent with prior Board direction to advance the Project and Measure M. The narrowing of the options will ensure the Project remains on schedule and will also support the procurement of a contractor to deliver the Project.

The Board may also advance other alignment options into the environmental clearance process. The following options are identified below, along with staff's reasoning for why these options are not as well-suited to achieve the Project goals as the recommended options. Including more options than necessary in the environmental document has cost, schedule and risk implications.

- Alternatives A: Pacific/Alameda and B: Pacific/Vignes - Both alignments would turn north via Pacific Avenue to Santa Fe, terminating at LAUS. These alignments are not recommended to move forward because land uses along this alignment are not supportive to transit and there is insufficient interest from local jurisdictions to leverage transit with TOC.
- Alternatives C: Alameda and D: Alameda/Vignes - Both alignments would turn north via Alameda Street in an aerial configuration terminating at LAUS. These alignments are not recommended to move forward due to significantly negative urban design impacts, strong community opposition and potential cumulative construction impacts to the Little Tokyo Community.
- Concept H: Arts District/6th Street - This alignment would turn north parallel to the Los Angeles River in an underground configuration with a station at the Arts District/6th Street. This alignment would include extending either the Red or Purple Line to this station for passenger service as part of the WSAB project, providing a transfer opportunity to passengers wishing to travel to LAUS. This alignment is not recommended to move forward due to low compatibility with the Project goals, including low ridership and limited benefits to transit-dependent and minority populations. Furthermore, all of the three recommended options serve areas of the Arts District. The recommendation to not carry forward Concept H into the WSAB environmental process does not preclude a separate effort to study and/or environmentally clear an Arts District station.
- Alignments and Modes Suggested by Others - Various stakeholders in the northern portion of the Project corridor expressed interest in potential new alignments, including shifting Concept G (Downtown Transit Core) or Concept H (Arts District/6th Street) to head west from the proposed 7th/Alameda Station or Arts District/6th Street station, respectively, and travel southwest to the existing Pico Station of the Metro Blue and Expo Lines. Although a potential alignment to the Pico Station may provide additional and direct connectivity to South Park/Fashion District and LA Live/Staples Center, this alignment would increase travel time and further reduce the number of new riders traveling between the southern portion of this alignment and northern destinations. Moreover, it results in a forced transfer to travel from the

Pico station to 7th/Metro Center for those whose destination is elsewhere.

As previously noted, heavy rail transit was also suggested as a mode. A rough order of magnitude (ROM) cost for a 20-mile WSAB heavy rail alignment based on recent Metro projects was prepared and found the cost to range between \$12.3B and \$18.4B. It has also been determined, in consultation with the FTA, that the environmental process would need to be restarted, thereby impacting the project schedule. Therefore, heavy rail transit is not recommended.

NEXT STEPS

Upon Board approval, staff will continue to perform the necessary environmental analyses and outreach to complete the Draft EIS/EIR, along with concurrently proceeding with the P3 procurement process. In addition, staff will execute the contract modifications with WSP for technical services and with Arellano Associates for outreach support services.

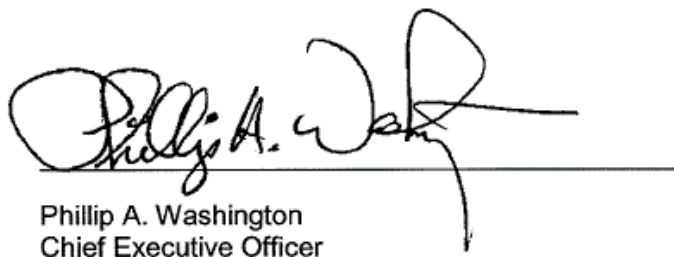
As a result of Board approval, a series of updated scoping meetings will be held in summer 2018 to update communities and public agencies on the northern alignment options being carried forward into the environmental document and gather their feedback, as required by NEPA and CEQA. The FTA is serving as lead agency for purposes of NEPA and staff will be coordinating with the FTA on the updated scoping meetings. Staff will also continue to provide briefings to key stakeholders, in addition to continued public outreach efforts along the corridor.

ATTACHMENTS

Attachment A - Northern Alignment Alternatives and Concepts Updated Screening Report- Executive Summary
Attachment B - Original Northern Alignment Map
Attachment C - New Northern Alignments Map
Attachment D - Northern Alignments Summary of Project Goals Results
Attachment E - Northern Alignments Summary of Key Performance Measurements
Attachment F - Recommended Northern Alignments Map
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Attachment J-1 - DEOD Summary for H-1
Attachment J-2 - DEOD Summary for H-2

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Phillip A. Washington
Chief Executive Officer

West Santa Ana Branch Transit Corridor

Final Northern Alignment Alternatives and Concepts Screening Report
Executive Summary



Metro®

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ACRONYMS AND ABBREVIATIONS

BRT	Bus Rapid Transit
CEQA	California Environmental Quality Act
EJ	Environmental Justice
Environmental Study	West Santa Ana Branch Transit Corridor Environmental Study
LA County	Los Angeles County
LAUS	Los Angeles Union Station
L RTP	Long-Range Transportation Plan
Metro	Los Angeles County Metropolitan Transportation Authority
NEPA	National Environmental Protection Act
P3	Public-Private Partnership
Project	West Santa Ana Branch Transit Corridor
ROM	Rough-Order-of-Magnitude
SIP	Strategic Implementation Plan
Study Area	West Santa Ana Branch Transit Corridor Study Area
TOC	Transit Oriented Community
TOD	Transit Oriented Development
TRS	Technical Refinement Study
VMT	Vehicle Miles Traveled
WSAB	West Santa Ana Branch

EXECUTIVE SUMMARY

The West Santa Ana Branch (WSAB) Transit Corridor (Project) is a proposed light rail transit line that would extend approximately 20 miles from downtown Los Angeles through southeast Los Angeles County (LA County), traversing densely populated, low-income and heavily transit-dependent communities not currently served by Metro Rail. The Project is one of the many transit projects funded by LA County Measure R (approved in November 2008) and Measure M (approved in November 2016). The Project is identified in the Los Angeles County Metropolitan Transportation Authority's (Metro) 2009 Long-Range Transportation Plan with anticipated ground breaking in 2022.

In September 2016, Metro initiated the WSAB Transit Corridor Environmental Study (Environmental Study). Public Scoping Meetings, as part of the environmental process, took place in the cities of Bellflower, Los Angeles, South Gate, and Huntington Park in June 2017. The comments received from the public at those meetings resulted in the development of new alignment and station concepts. The evaluation of these new Concepts as well as the original Alternatives is the subject of this report.









































ES.1 Summary of Results

Based on the findings of the Northern Alignment Alternatives and Concepts screening analysis, a northern terminus at Los Angeles Union Station (LAUS) or in the Downtown Transit Core would provide the highest benefits. This was further confirmed based on input gathered from public outreach meetings held in March 2018. The evaluation resulted in three Concepts that best align with Project goals:

- **Concept E: Alameda (underground)** aligns with the overall project goals for the Project. This Concept rates high for mobility improvements, minimizes environmental impacts, and ensures equity by providing more transit access to minority and low-income communities. Concept E is also supportive of land use plans and policies by serving high population and employment densities. The significant underground section of this alignment would result in high capital costs and risks; however, the opportunity to provide a direct connection to LAUS, the East-West (Gold Line/Regional Connector), and the North-South (Blue Line) Lines offers benefits that best meet the project goals, objectives, and evaluation criteria.
- **Concept F: Alameda/Center**, with a similar alignment as Concept E, also aligns with the overall project goals by rating high in mobility improvements and ensures equity to minority and low-income communities. Concept F would provide additional benefits of a connection to emerging Transit Oriented Communities (TOC) near the Arts District North Station and an aerial connection into LAUS above the Gold Line Platform or on Platform 2. The significant underground section of this alignment would also result in high capital costs and risks; however, the opportunity to provide a direct connection to LAUS and the Blue Line offers benefits that meet the project goals, objectives, and evaluation criteria.
- **Concept G: Downtown Transit Core** also aligns with the overall project goals by supporting connectivity for emerging TOCs, and providing access to very high population densities, employment densities and transit-dependent/environmental justice communities. Like Concepts E and F, the significant underground portions of this alignment, particularly in the Downtown Core, would result in high capital costs and risks. Based on modeling results, transfers to the Regional Connector at the 7th

Street/Metro Center terminus would likely attract more riders than a terminus at Pershing Square. This Concept would offer valuable benefits of mobility and supportive land use while meeting the project goals, objectives, and evaluation criteria.

Table ES-1. Summary of Results

Evaluation Criteria	Northern Alignment Alternatives and Concepts							
	Alt A Pacific/ Alameda	Alt B Pacific/ Vignes	Alt C Alameda (aerial)	Alt D Alameda/ Vignes	Concept E Alameda (underground)	Concept F Alameda/ Center	Concept G Downtown Transit Core	Concept H Arts District/ 6 th Street
1. Provide Mobility Improvements								
2. Support Local and Regional Land Use Plans and Policies								
3. Minimize Environmental Impacts								
4. Ensure Cost Effectiveness and Financial Feasibility								
5. Ensure Equity								
Overall Ratings	Medium/ Low	Medium/ Low	Medium	Medium	High	Medium/ High	Medium/ High	Low

Note: Since the proposed alignment for all Alternatives and Concepts is the same south of Florence/Salt Lake Station, evaluation results shown are attributed to differences in the Northern Alignments.

ES.2 Study Area

Stretching over 20 miles from Elysian Park in the north to the Los Angeles/Orange County line in the south, the WSAB Transit Corridor Study Area (Study Area) is approximately 98 square miles and incorporates 20 individual cities – the cities of Los Angeles, Vernon, Maywood, Huntington Park, Commerce, Bell, Cudahy, Bell Gardens, South Gate, Lynwood, Compton, Downey, Paramount, Bellflower, Long Beach, Lakewood, Norwalk, Artesia, Cerritos and Hawaiian Gardens – as well as portions of unincorporated LA County (see Figure ES-1). The Study Area includes some of LA County's most densely developed and low-income residential neighborhoods and encompasses major regional employment centers, including the industrial and manufacturing backbone of the County.

As population and employment continue to increase within the Study Area, daily travel is also projected to increase. Under current (2017) conditions, the Study Area has approximately 6.39 million daily person trips. Over the next 25 years (by 2042), the daily person trips are projected to increase by 14 percent to approximately 7.26 million daily person trips. For both 2017 and 2042, approximately 31 percent of the trips stay within the Study Area, 33 percent are trips from the Study Area to destinations outside the Study Area, and 36 percent are trips into the Study Area from points outside the Study Area.

This increase of nearly 900,000 daily person trips between 2017 and 2042 may further burden the existing transportation network. Although auto travel is the predominant travel mode (with 86 percent of home-based work trips made by auto), there is significant transit demand given the high proportion of transit-dependent populations.

Figure ES-2 presents the daily trip flows from the Study Area destinations (trips beginning in the Study Area) and the primary locations where these trips are traveling. The majority of trips beginning within the Study Area have destinations within the Study Area. Those with districts adjacent to the Study Area (Central Los Angeles, Gateway Cities East and West) have the next highest number of trips. Districts that are farther away from the Study Area (South Bay, Westside, and San Gabriel Valley) have the next level of trip destinations.

Figure ES-3 shows daily trip flows by attractions to the WSAB Study Area generally shows the reverse of which are trips coming into the Study Area. Similar to the productions, the majority of trips stay within the Study Area, and the districts adjacent to the Study Area have a high number of trips coming into the corridor. In terms of attractions, the Study Area has a high number of trips (approximately 289,000) from the San Gabriel Valley traveling to the Study Area.

As shown in these figures, about half of the daily travel begins and ends in the WSAB Transit Corridor, followed by a significant travel demand between the Study Area and the Central LA District. There is also a significant travel demand between the Study Area and the Gateway Cities and the South Bay.

Figure ES-1. WSAB Transit Corridor Study Area

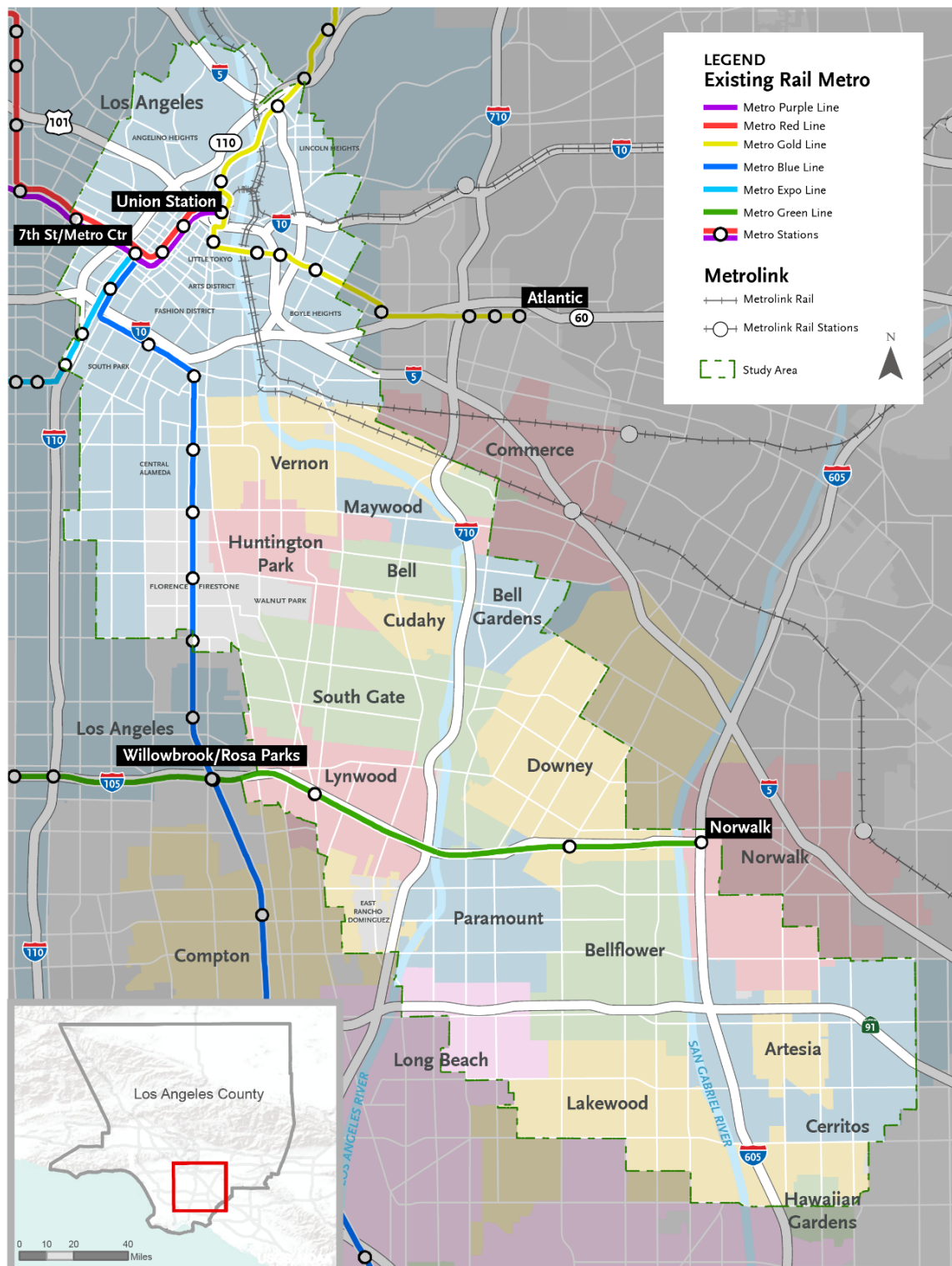


Figure ES-2. WSAB Transit Corridor Study Area Trip Destinations Map

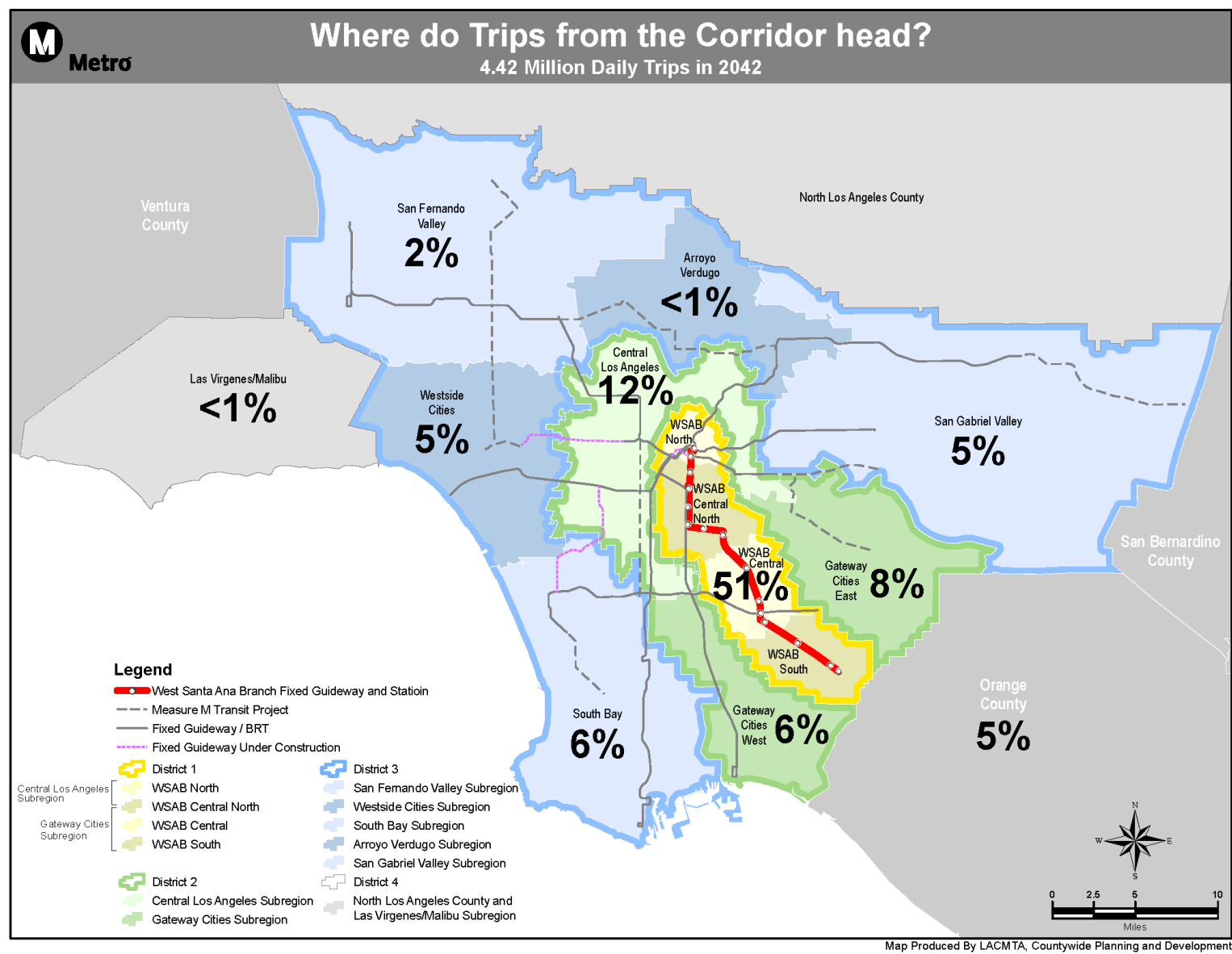
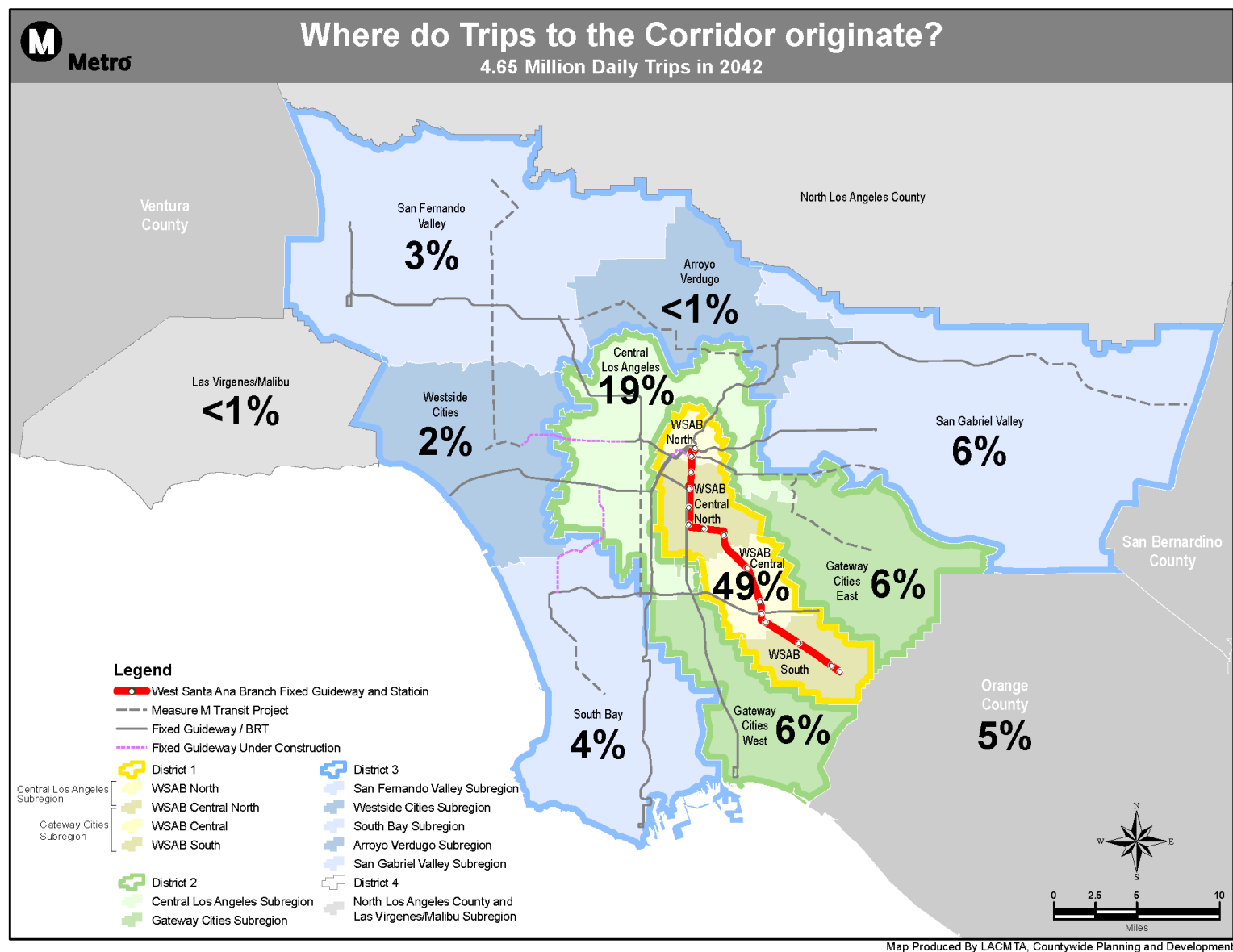


Figure ES-3. WSAB Transit Corridor Study Area Trip Origin Map



ES.3 Study Background

In September 2016, Metro initiated the WSAB Transit Corridor Environmental Study with the goal of environmentally clearing the Project under the California Environmental Quality Act (CEQA) and the National Environmental Protection Act (NEPA). As part of this planning process, a Northern Alignment Options Screening Report (April 2017) was prepared to further assess the six Northern Alignment Options previously analyzed in the Technical Refinement Study (TRS), completed in September 2015. As a result of the Northern Alignment Options Screening Report, the following four of those six Northern Alignment Options were carried into the scoping period for the environmental analysis: Pacific/Alameda, Pacific/Vignes, Alameda, and Alameda/Vignes.

Public Scoping Meetings, as part of the environmental process, took place in the cities of Bellflower, Los Angeles, South Gate, and Huntington Park in June 2017. The meetings provided project updates and information to stakeholders with the intent to receive comments and questions during a comment period ending in August 2017.

Although the Project was defined for the Environmental Study, several factors have emerged since August 2017 that required revisiting the Project alternatives. These include:

- **Scoping Comments Received** – 1,122 comments were received during the Public Scoping Period between June and August 2017. Comments related to the Northern Alignment Options identified some level of opposition, with the highest levels of concerns related to potential impacts to the Little Tokyo community.¹ Evaluating new Concepts is in response to the issues raised during the Public Scoping Period. Comments were also received from the California High-Speed Rail Authority, Metrolink, and the Federal Railroad Administration stating a preference for alignments that do not limit existing or planned capacity at LAUS for regional rail services.
- **Updates to the Long-Range Transportation Plan (LRTP)** – The passing of Measure M initiated the acceleration of major highway and transit projects within LA County. The updated LRTP Expenditure Plan would affect No Build project assumptions (with respect to the timeline of background projects), as well as an anticipated accelerated timeline for the WSAB Transit Corridor. As such, the WSAB Transit Corridor Options needed to be updated to be consistent with projects, programs and initiatives within the updated LRTP.
- **TOD/TOC Planning Initiatives** – Metro, in partnership with the City of South Gate and the Eco-Rapid Transit Joint Power Authority, has received a grant from the Federal Transit Administration's Pilot Program for the WSAB Transit Corridor Transit Oriented Development (TOD) Strategic Implementation Plan (SIP). While the WSAB Transit Corridor TOD SIP does not directly influence the alternatives development process for the WSAB Transit Corridor, it is important to consider future development potentials when evaluating the Northern Alignment Alternatives and Concepts.
- **Advancing Engineering and Planning Phases** – Following approval of Measure M, several regional and long-term projects have advanced into further engineering and planning phases that would affect the Northern Alignment Alternatives and Concepts.

¹ Approximately 400 comments were received by Little Tokyo community stakeholders.

These include Blue Line upgrades, Bus Rapid Transit (BRT) initiatives and studies, and environmental studies progressing on the Division 20 Portal Widening and Turnback Facility, Regional Rail (Amtrak, Metrolink, and High-Speed Rail), and Link US at LAUS. Given the advancement of these projects, it is important that the Northern Alignment Alternatives and Concepts considers these projects within its own development timeline.

In addition, Metro is exploring a public-private partnership (P3) as an alternative strategy for delivering the WSAB Transit Corridor. The design of the WSAB Transit Corridor needs to consider P3 best practices as a part of the evaluation process.

ES.4 Purpose of the Study

Given the factors described above, additional concepts and planning analyses were initiated based on direction from the Metro Board (March 1, 2018). As a result, updated evaluations were conducted on the four Northern Alignment Options presented at the Public Scoping Meeting in June 2017: A) Pacific/Alameda; B) Pacific/Vignes; C) Alameda (aerial); and D) Alameda/Vignes. To address concerns raised during the Public Scoping Period as well as other factors described above, four new Northern Alignment Concepts were developed: E) Alameda (underground); F) Alameda/Center; G) Downtown Transit Core; and H) Arts District/6th Street.

The purpose of this study is to present the screening evaluation of all eight Northern Alignment Alternatives and Concepts (between downtown Los Angeles and the City of Huntington Park). Following completion of this report, Metro staff will make recommendations to the Metro Board of Directors (anticipated in May 2018) on alternatives and/or concepts to be studied further as part of the NEPA/CEQA environmental analysis phase of the Project development.

ES.5 Goals, Objectives, and Evaluation Criteria

Building on extensive stakeholder and agency outreach, the goals and objectives of the WSAB Transit Corridor were established through the development of the Alternatives Analysis Study in 2010, where goals and objectives were identified through a 24-month period of public meetings and work sessions with elected officials, stakeholders, advisory committee members, and communities. These goals were further confirmed in 2015 during the TRS through technical meetings with key stakeholders, including Eco-Rapid Transit, Study Area cities, and the California Department of Transportation (Caltrans); and were further discussed in 2017 as part of the WSAB Transit Corridor Scoping Meetings and in community update meetings in March 2018. Based on the planning and community involvement activities, the following five goals were developed for the Project:

- Goal 1: Provide Mobility Improvements
- Goal 2: Support Local and Regional Land Use Plans and Policies
- Goal 3: Minimize Environmental Impacts
- Goal 4: Ensure Cost Effectiveness and Financial Feasibility
- Goal 5: Ensure Equity

For this evaluation, the criteria were developed based on earlier studies and reports, updated model forecasting (as described in section ES.3), cost estimates and engineering analysis for

the four new Concepts, as well as discussions, reviews, and input received by various Metro departments. The Northern Alignment Alternatives and Concepts were evaluated based on how well each aligns with the project goals and advances the overall objectives of the Project.

Figure ES-4 presents a flow chart that represents the evaluation process used to identify the **Alternatives and Concepts that best meet the project goals, objectives, and evaluation criteria** established for the Project. Please note that the “Purpose and Need” and “Goals and Objectives” were defined in previous stages of this study. In response to the public comments received in June 2017, new alignment Concepts were developed, evaluated with the expectation that they will be forwarded to the Metro Board and that the Board will determine which alignments should be carried forward into the environmental document.

Figure ES-4. Evaluation Process

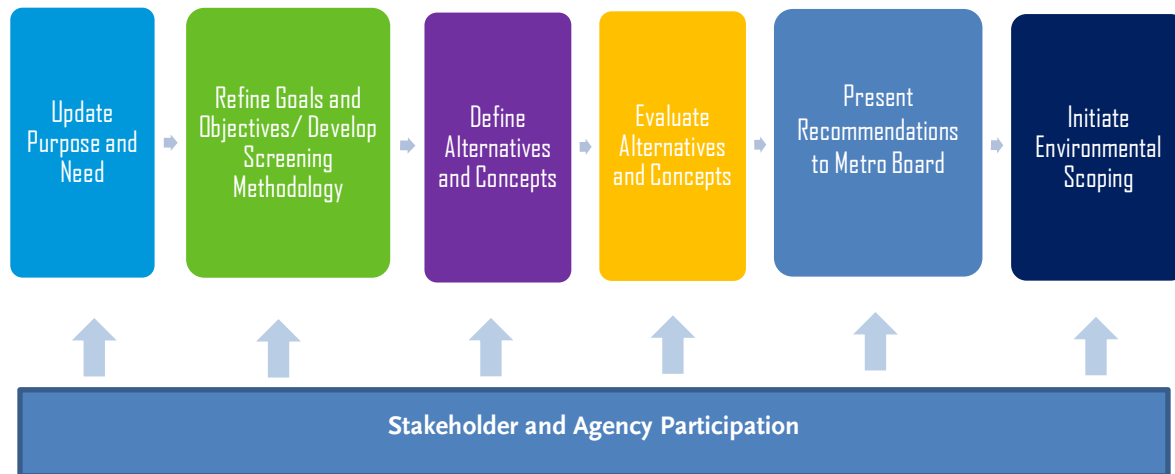


Table ES-2 provides a list of the evaluation criteria established for each goal and set of objectives.

Table ES-2. Goals, Objectives, and Evaluation Criteria

Goals	Objectives	Evaluation Criteria
1. Provide Mobility Improvements	1.1 Improves travel speeds and reduces travel times	<ul style="list-style-type: none"> ▪ Daily hours of user benefits ▪ Minutes of travel time from southern to northern termini
	1.2 Supports other transit systems along the corridor	<ul style="list-style-type: none"> ▪ Effects to other Metro Rail Lines ▪ Streamlines/improves customer experiences (number of daily one-seat rides)
	1.3 Connects with the greater transit network	<ul style="list-style-type: none"> ▪ Connections to other Metro Rail Lines ▪ Direct access to regional rail (commuter rail) ▪ Potential for future extensions
	1.4 Provides an alternative to a congested freeway and arterial network. Serves local and regional trips	<ul style="list-style-type: none"> ▪ Number of daily boardings ▪ Number of new transit trips ▪ Peak load points versus operational limits
	1.5 Supports active transportation and first/last mile connections	<ul style="list-style-type: none"> ▪ Quality of the pedestrian environment and public realm near station areas ▪ Potential connections to bicycle facilities
2. Support Local and Regional Land Use Plans and Policies	2.1 Serves major employment centers and high-density residential neighborhoods	<ul style="list-style-type: none"> ▪ 2042 population density within ½ mile of stations ▪ 2042 employment density within ½ mile of stations
	2.2 Encourages local economic development, projects, plans, and jobs	<ul style="list-style-type: none"> ▪ Consistent with Plans and Metro's policies supporting Transit-Oriented Communities ▪ Supports land values and real estate market trends ▪ Potential Joint Use/Joint Development Opportunities within ¼ mile of stations
	2.3 Serves affordable housing developments	<ul style="list-style-type: none"> ▪ Number of existing affordable housing units within ½ mile of stations
	2.4 Supports and is consistent with local plans	<ul style="list-style-type: none"> ▪ Consistent with development patterns and land uses (scale/intensity of development) ▪ Consistent with ongoing planning efforts that update zoning/development standards

Goals	Objectives	Evaluation Criteria
3. Minimize Environmental Impacts	3.1 Minimizes environmental and community impacts	<ul style="list-style-type: none"> Reduction in regional vehicle miles traveled Level of effects to sensitive uses (e.g., historic properties)
	3.2 Minimizes impacts to the transportation network	<ul style="list-style-type: none"> Impacts to roadway travel lanes, parking, and truck movements Disruption to existing rail Right-of-Way (ROW)
	3.3 Minimizes other environmental impacts	<ul style="list-style-type: none"> Impacts to visual, noise, hazards and other environmental considerations
4. Ensure Cost Effectiveness and Financial Feasibility	4.1 Costs are financially feasible	<ul style="list-style-type: none"> Rough-Order-of-Magnitude capital costs
	4.2 Provide a cost-effective project	<ul style="list-style-type: none"> Capital cost compared to number of new riders per year
	4.3 Minimizes risk of cost increase	<ul style="list-style-type: none"> Intensity of engineering challenges Amount of property acquisition
5. Ensure Equity	5.1 Provides benefits to transit-dependent and minority populations	<ul style="list-style-type: none"> Percentage of transit-dependent persons within ½ mile of stations
	5.2 Minimizes adverse effects to an EJ community	<ul style="list-style-type: none"> Potential adverse effects to EJ communities
	5.3 Provision of new reliable fixed service to underserved communities	<ul style="list-style-type: none"> New fixed service to transit-dependent persons around station areas
	5.4 Serves low-income riders	<ul style="list-style-type: none"> Estimated number of low-income riders

ES.6 Northern Alignment Alternatives and Concepts

For purposes of assessing all eight of the Northern Alignment Alternatives and Concepts, the northern section of the alignment is generally assumed to be the portion of the WSAB alignment north of the Florence/Salt Lake Station in the City of Huntington Park. The original four Northern Alignment Alternatives (A through D) were presented during the 2017 Public Scoping Meetings (Figure ES-5). The new Northern Alignment Concepts (E through H) were developed to address concerns raised during the 2017 Public Scoping Period (Figure ES-6). Table ES-3 summarizes major characteristics of the Concepts followed by a description of the alignments and stations.

Original Northern Alignment Alternatives

- A. Pacific/Alameda** – Extends approximately 7.4 miles between LAUS and Florence/Salt Lake Station along Pacific Boulevard/Santa Fe Avenue then Alameda Street. This concept would provide five stations north of Florence/Salt Lake: LAUS (with Station Options above the Metro Gold Line or at Platform 2 in the LAUS Rail Yard²), Little Tokyo, Arts District, Pacific/Vernon, and Pacific/Randolph (Figure ES-7).
- B. Pacific/Vignes** – Extends approximately 7.2 miles between LAUS and the Florence/Salt Lake Station along Pacific Boulevard/Santa Fe Avenue then Vignes Street. This concept would provide four stations north of Florence/Salt Lake: LAUS (LAUS Rail Yard), Arts District, Pacific/Vernon, and Pacific/Randolph (Figure ES-8).
- C. Alameda (aerial)** – Extends approximately 8.0 miles between LAUS and the Florence/Salt Lake Station along the Metro Blue Line then Alameda Street. This concept would provide seven stations north of Florence/Salt Lake: LAUS (LAUS Rail Yard), Little Tokyo, 7th/Alameda, Washington, Vernon, Slauson, and Pacific/Randolph (Figure ES-9).
- D. Alameda/Vignes** – Extends approximately 8.1 miles between LAUS and the Florence/Salt Lake Station along the Metro Blue Line then Alameda Street to Vignes Street. This concept would provide seven stations north of the Florence/Salt Lake Station: LAUS (LAUS Rail Yard), Arts District, 7th/Alameda, Washington, Vernon, Slauson, and Pacific/Randolph (Figure ES-10).

New Northern Alignment Concepts

- E. Alameda (underground)** – Extends approximately 7.9 miles between LAUS and the Florence/Salt Lake Station along the Metro Blue Line and Alameda Street. This concept would provide seven stations north of Florence/Salt Lake: LAUS (with station options in the LAUS Forecourt or East of the Metropolitan Water District Building), Little Tokyo, Arts District South, Washington, Vernon, Slauson, and Pacific/Randolph (Figure ES-11).
- F. Alameda/Center** – Extends approximately 8.1 miles between LAUS and the Florence/Salt Lake Station along the Metro Blue Line, Alameda Street then Center Street. This concept would provide seven stations north of the Florence/Salt Lake

² Concepts connecting to LAUS via aerial alignment into the LAUS Rail Yard have two potential terminus options. Option A: above the existing Gold Line platforms and Option B: Platform 2.

Station: LAUS (LAUS Rail Yard), Arts District North, Arts District South, Washington, Vernon, Slauson, and Pacific/Randolph (Figure ES-12).

- G. Downtown Transit Core** – Extends approximately 8.0 miles between the Downtown Transit Core and the Florence/Salt Lake Station; parallel to the Metro Blue Line then primarily under Alameda, 7th and 8th Streets. This concept would provide seven stations north of Florence/Salt Lake: 7th Street/Metro Center or Pershing Square³), South Park/Fashion District, Arts District South, Washington, Vernon, Slauson, and Randolph (Figure ES-13). Please note that references to the Downtown Transit Core terminus refers to a new underground station at 8th and Flower Streets with an underground pedestrian connection to the existing 7th/Metro Center Station. A potential terminus at Pershing Square refers to a new underground station at 5th Street and Broadway with an underground pedestrian connection to the existing Pershing Square Station.
- H. Arts District/6th Street** – Extends approximately 7.6 miles between LAUS and the Florence/Salt Lake Station along the Metro Blue Line then underground from the Blue Line to the Arts District/6th Street Station. This concept then assumes a revenue service extension of the Red/Purple Line to LAUS. This concept would provide four stations north of the Florence/Salt Lake Station: Arts District/6th Street, Vernon, Slauson, and Pacific/Randolph (Figure ES-14).

All Alternatives and Concepts would converge in the City of Huntington Park and follow the San Pedro Subdivision for 11 miles from the Florence/Salt Lake Station to the Pioneer Station in City of Artesia. Eight proposed stations would be located within the rail ROW along the southern portion of the Project. The San Pedro Subdivision is owned by the Ports of Long Beach and Los Angeles.

Table ES-3. Characteristics of the Northern Alignment Alternatives and Concepts

Alternative/ Concept	Length ¹	Preliminary Proposed Configuration ¹	# of Proposed Stations ¹
A. Pacific/Alameda	7.7 miles	3.6 miles aerial; 2.9 miles at-grade; 1.2 miles underground	5 stations: 3 aerial; 1 at-grade; 1 underground
B. Pacific/Vignes	7.5 miles	3.0 miles aerial; 2.9 miles at-grade; 1.6 miles underground	4 stations: 2 aerial; 1 at-grade; 1 underground
C. Alameda (aerial)	8.3 miles	5.8 miles aerial; 2.5 miles at-grade	7 stations: 6 aerial; 1 at-grade
D. Alameda/Vignes	8.3 miles	5.0 miles aerial; 2.5 miles at-grade; 0.8 miles underground	7 stations: 5 aerial; 1 at-grade; 1 underground
E. Alameda (underground)	8.1 miles	3.2 miles aerial; 2.5 miles at-grade; 2.4 miles underground	7 stations: 3 aerial; 1 at-grade; 3 underground
F. Alameda/Center	8.2 miles	3.6 miles aerial; 2.4 miles at-grade; 2.2 miles underground	7 stations: 4 aerial; 1 at-grade; 2 underground
G. Downtown Transit Core	8.1 miles	2.8 miles aerial; 3.2 miles at-grade; 2.1 miles underground	7 stations: 3 aerial; 1 at-grade; 3 underground

³ Note that initial evaluations indicated higher mobility benefits for a terminus station near 7th Street/Metro Center compared to Pershing Square. However, given potential capacity and operational constraints resulting from the additional passengers connecting from a terminus at 8th Street and Flower, both the 7th Street/Metro Center and Pershing Square Stations should continue to be evaluated as part of Concept G.

[illegible]

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Figure ES-6. WSAB Transit Corridor New Northern Alignment Concepts



Figure ES-7. A) Pacific/Alameda Northern Alignment Alternative



Figure ES-8. B) Pacific/Vignes Northern Alignment Alternative



Figure ES-9. C) Alameda (aerial) Northern Alignment Alternative



Figure ES-10. D) Alameda/Vignes Northern Alignment Alternative



Figure ES-11. E) Alameda (underground) Northern Alignment Concept



Figure ES-12. F) Alameda/Center Northern Alignment Concept



Figure ES-13. G) Downtown Transit Core Northern Alignment Concept



Figure ES-14. H) Arts District/6th Street Northern Alignment Concept




ES.7 Screening Evaluation

The screening evaluation was conducted to determine how well each of the eight Northern Alignment Alternatives and Concepts met the goals and objectives of the Project, as summarized in Table ES-2. As previously identified, the five Project goals are:

- Goal 1: Provide Mobility Improvements
- Goal 2: Support Local and Regional Land Use Plans and Policies
- Goal 3: Minimize Environmental Impacts
- Goal 4: Ensure Cost Effectiveness and Financial Feasibility
- Goal 5: Ensure Equity

The goals and objectives in this Screening Report were assessed on their potential performance in qualitative and quantitative measures. A “high”, “medium”, or “low” rating was assigned based on the alternative’s or concept’s ability to meet the project’s goals and objectives. Table ES-4 presents the typical rating methodology for each criterion.

Table ES-4. Rating Methodology









Rating		Description
	High	A high rating indicates the alternative or concept highly supports and satisfies the criterion, or has a low potential for negative impacts.
	Medium	A medium rating indicates the alternative or concept moderately supports the criterion, or has a moderate potential for negative impacts.
	Low	A low rating indicates that an alternative or concept does not support or conflicts with the criterion, or has a high potential for negative impacts.

Findings of the screening evaluation are based on individual criteria analyzed for each of the alternatives and concepts, and is then summarized through ratings of the major objectives (high, medium, or low). Note that no weighting was applied to the results of the screening evaluation as each goal was given equal consideration. The resulting evaluation demonstrates how each alternative and concept compares to the major goals of the Project with an overall high, medium, or low rating.

Goal 1: Provide Mobility Improvements

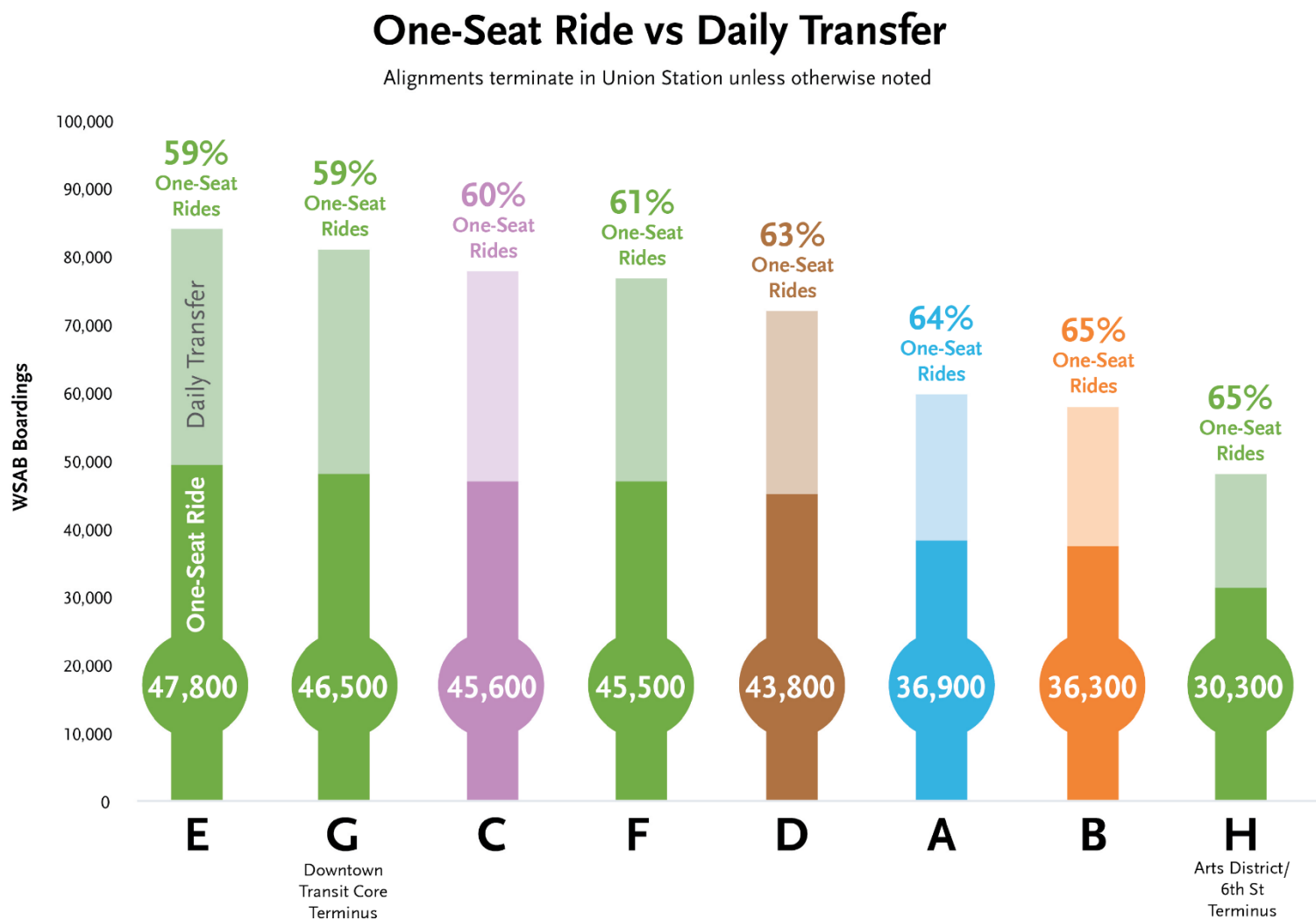
Based on the criterion analyzed, alignments along Alameda Street (Alternatives C and D, and Concepts E and F) and Concept G: Downtown Transit Core would provide the greatest overall mobility improvement benefits (Table ES-5). These Alternatives and Concepts connect directly to LAUS or the Downtown Transit Core and serve high-density residential and employment corridors, resulting in greater user benefits (overall time savings to the passenger) and higher daily boardings (each time a passenger boards a transit vehicle). These Alternatives and Concepts also directly serve numerous existing and planned Metro and regional rail lines and would be supported by first-/last-mile connections (bicycle and pedestrian accessibility), enhancing the overall mobility of the transit network. Figure ES-15 presents a comparison of one-seat rides versus daily transfers by Alternatives and Concepts.

Table ES-5. Goal 1: Provide Mobility Improvements

Evaluation Criteria	Northern Alignment Alternatives and Concepts							
	Alt A Pacific/ Alameda	Alt B Pacific/ Vignes	Alt C Alameda (aerial)	Alt D Alameda/ Vignes	Concept E Alameda (underground)	Concept F Alameda/ Center	Concept G Downtown Transit Core	Concept H Arts District/ 6 th Street
1.1 Improves travel speeds and reduces travel times (daily hours of user benefits)	22,000 hours	22,500 hours	24,000 hours	23,500 hours	25,000 hours	24,000 hours	24,000 hours	18,500 hours
1.2 Improves travel speeds and reduces travel times inclusive of any necessary transfers (minutes of travel time)	36.6 minutes	34.5 minutes	35.5 minutes	35.5 minutes	33.5 minutes	34.0 minutes	33.6 minutes	37.5 minutes
1.3 Supports other transit systems (effects to other Metro Lines)	Medium	Medium	Medium	Medium	Medium	Medium	High	Low
1.4 Supports other transit systems (daily one-seat ride)	36,900 daily one-seat rides	36,300 daily one-seat rides	45,600 daily one-seat rides	43,800 daily one-seat rides	47,800 daily one-seat rides	45,500 daily one-seat rides	46,500 daily one-seat rides	30,300 daily one-seat rides
1.5 Connects with the greater transit network (connections to Metro Lines, regional rail and future extensions)	Medium	Low	High	Medium	High	Medium	Medium	Low
1.6 Provides an alternative to freeway and arterial network. Serves local and regional trips. (Daily boardings; new transit trips, peak operational limits)	58,000 Boardings (24,500 new riders)	56,000 Boardings (25,000 new riders)	75,500 Boardings (26,000 new riders)	69,500 Boardings (25,500 new riders)	81,500 Boardings (27,000 new riders)	74,500 Boardings (26,000 new riders)	78,500 Boardings (25,000 new riders)	46,500 Boardings (19,500 new riders)
1.7 Supports active transportation and first/last mile connections (bicycle and pedestrian connections)	Medium	Medium	Medium	Medium	Medium	Medium	High	Low
Goal 1 Ratings								

Note: Since the proposed alignment for all Alternatives and Concepts is the same south of Florence/Salt Lake Station, evaluation results shown are attributed to differences in the Northern Alignments.

Figure ES-15. WSAB Transit Corridor Study Area One-Seat Ride vs. Transfers



Goal 2: Support Local and Regional Land Use Plans and Policies

TOCs are places (such as corridors or neighborhoods) that, by their design, allow people to drive less and access transit more. A TOC maximizes equitable access to a multi-modal transit network as a key organizing principle of land use planning and community development. TOCs differ from TODs in that a TOD is a specific building or development project that is fundamentally shaped by close proximity to transit. TOCs promote equity and sustainable living in a diversity of community contexts by (a) offering a mix of uses that support transit ridership of all income levels (e.g. housing, jobs, retail, services and recreation); (b) ensuring appropriate building densities, parking policies, and urban design that support accessible neighborhoods connected by multi-modal transit; and (c) ensure that transit related investments provide equitable benefits that serve local, disadvantaged and underrepresented communities.⁴









With regard to land values and real estate market trends, the greatest densities permitted in the Downtown Core (regional center general plan land use designation) are directly associated with the higher assessed parcel valuations from the LA County Assessor. Concept G includes the Pershing Square, 7th Street/Metro Center and the Fashion District communities and stands out with the highest assessed value ratio, which is generally indicative of maximum economic development opportunity, although the buy-in is high. The other Alternatives and Concepts essentially show ratios where the largest component of the total assessed valuation for these station areas is land. While traditionally the development buy-in is low and risks are high, emerging residential housing markets in areas south and east of the downtown core represent substantial development opportunities. In the short term, the underlying land use entitlements and surrounding remaining industrial uses are the likely factors that slow the pace of new growth and development in these station areas.

Overall, Concept G provides the greatest compatibility with existing and planned land uses as the proposed stations along the corridor serve the second-highest population density, the highest employment density, and affordable housing units. Concept G would also be supportive of TOC investments and development patterns within downtown Los Angeles. Although other Alternatives and Concepts connecting to LAUS (Alternatives A, B, C, D and Concepts E and F) would generally serve high population and employment densities, these alignments would offer only moderate support of local land use and regional plans and policies in terms of land use, affordable housing, and development patterns.

It has been noted that the northern terminus station proposed in Concept H provides an opportunity to connect to an emerging TOC. However, compared to potential TOC investment and development near the Downtown Core and LAUS, Concept H would not connect to the highest population and employment densities within downtown Los Angeles.

⁴ Where Metro identifies disadvantaged and underrepresented communities, included are lower-income households as well as the following protected categories as defined by the California Fair Employment and Housing Act (FEHA): race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age for individuals over forty years of age, military and veteran status, and sexual orientation.

Table ES-6. Goal 2: Support Local and Regional Land Use Plans and Policies

Evaluation Criteria	Northern Alignment Alternatives and Concepts							
	Alt A Pacific/ Alameda	Alt B Pacific/ Vignes	Alt C Alameda (aerial)	Alt D Alameda/ Vignes	Concept E Alameda (underground)	Concept F Alameda/ Center	Concept G Downtown Transit Core	Concept H Arts District/ 6 th Street
2.1 Serves major employment centers and high-density residential (2042 Population Density)	27,880 persons/ square mile	17,670 persons/ square mile	16,180 persons/ square mile	10,350 persons/ square mile	16,040 persons/ square mile	16,740 persons/ square mile	24,160 persons/ square mile	1,980 persons/ square mile
2.2 Serves major employment centers and high-density residential (2042 Employment Density)	15,130 jobs/ square mile	10,100 jobs/ square mile	15,520 jobs/ square mile	11,200 jobs/ square mile	14,520 jobs/ square mile	13,510 jobs/ square mile	44,260 jobs/ square mile	11,210 jobs/ square mile
2.3 Encourages local economic development (TOC policies; supports land values; potential joint development opportunities)	Medium	Medium	Medium	Medium	Medium	Medium	High	Low
2.4 Serves affordable housing developments (number affordable housing units near stations)	3,750 affordable housing units	1,270 affordable housing units	4,590 affordable housing units	3,960 affordable housing units	5,600 affordable housing units	5,040 affordable housing units	20,980 affordable housing units	550 affordable housing units
2.5 Supports and is consistent with local plans (development patterns; character of public realm; development standards)	Medium	Medium	Medium	Medium	Medium	Medium	High	Low
Goal 2 Ratings								

Note: Since the proposed alignment for all Alternatives and Concepts is the same south of Florence/Salt Lake Station, evaluation results shown are attributed to differences in the Northern Alignments.

Goal 3: Minimize Environmental Impacts









Concept E provides the greatest overall potential to minimize environmental impacts. Concept E would be primarily underground, and would likely avoid impacts that would affect the at-grade environment (e.g., sensitive uses, transportation network, visual impacts, hazards, etc.). This concept would also have the highest reduction in vehicle miles traveled (VMT) from travelers reducing their auto trips and result in a reduction in greenhouse gas and other pollutants (Table ES-7).

Alternative B and Concepts F and H would have moderate environmental impacts and partially avoid sensitive uses. Alternative B and Concept F would have moderate impacts to the transportation network and other environmental considerations and have high VMT reductions. Although Concept H would likely avoid any sensitive uses, the concept would offer the lowest VMT reduction compared to all of the alternatives and concepts considered.

It is anticipated that Alternatives A, C, and D and Concept G would need to address significant environmental impacts given the potential effects to sensitive uses and other potential environmental impacts. Alternative A and C would include an aerial alignment through the Little Tokyo Station and would likely affect sensitive uses and travel lanes where columns and/or straddle bents may restrict turns, reduce lane widths, and interrupt sight distances. Alternatives A and C would also likely result in visual and noise impacts near the Little Tokyo community and Alameda Street and have a higher potential for hazardous materials encounters in the heavily industrial area of Los Angeles. Although Alternative D would avoid direct surface impacts to the Little Tokyo community, it would likely result in transportation and visual impacts related to the aerial alignment along Alameda Street south of 5th Street. The columns and/or straddle bents associated with the Alternative D aerial structure would result in transportation impacts similar to impacts that would occur for Alternatives A and C. Concept G may likely affect the historic core of Los Angeles and its associated designated Historic Cultural Monuments. Concept G may also have a high potential for vibration impacts when passing underground due to the historic and dense nature of the downtown core area. Additionally, this Concept has one of the lowest VMT reductions.

It should be noted that while Goal 3 is to minimize adverse environmental impacts, the ability to maximize environmental benefits should also be considered. VMT reduction is greater for Alternatives and Concepts that connect directly to LAUS. As a major Metro transfer point and Metrolink's hub station, LAUS has the ability to provide direct regional rail connections to the WSAB corridor that do not currently exist. This will enable certain automobile drivers that currently travel long distances to and from the WSAB corridor to have a potential rail option for that trip instead. For example, someone who currently drives from Claremont to Bellflower for work could now make that trip on rail. As such, it is notable that both Concepts G and H, whose alignments require an extra transfer to connect to LAUS, do not reduce VMT as significantly as the other alignments and would therefore have less environmental benefits.

Table ES-7. Goal 3: Minimize Environmental Impacts

Evaluation Criteria	Northern Alignment Alternatives and Concepts							
	Alt A Pacific/ Alameda	Alt B Pacific/ Vignes	Alt C Alameda (aerial)	Alt D Alameda/ Vignes	Concept E Alameda (underground)	Concept F Alameda/ Center	Concept G Downtown Transit Core	Concept H Arts District/ 6 th Street
3.1 Minimizes environmental and community impacts (Reduction in VMT)	624,400 VMT reduction	645,500 VMT reduction	621,100 VMT reduction	611,500 VMT reduction	648,800 VMT reduction	629,100 VMT reduction	458,300 VMT reduction	327,300 VMT reduction
3.2 Minimizes environmental and community impacts (Effects to sensitive uses)	Low	Medium	Low	Medium	High	Medium	Low	Medium
3.3 Minimizes impacts to the transportation network (Impacts to travel lanes, parking and truck movements; disruption to existing rail ROW)	Medium	Medium	Low	Low	High	Medium	High	Medium
3.4 Minimizes other potential environmental impacts (Impacts to visual, noise, hazards, and other environmental topics.)	Low	Medium	Low	Low	High	Medium	Low	Medium
Goal 3 Ratings								

Note: Since the proposed alignment for all Alternatives and Concepts is the same south of Florence/Salt Lake Station, evaluation results shown are attributed to differences in the Northern Alignments.









Goal 4: Ensure Cost Effectiveness and Financial Feasibility

Overall, the original four Northern Alignment Alternatives would demonstrate medium findings of cost effectiveness and financial feasibility as they were developed as a combination of lower cost assumptions, such as at-grade, aerial, and minimal underground segments. Given public scoping comments and stakeholder input, the four new Northern Alignment Concepts offers reduced social costs (i.e., environmental and equity) of at-grade and aerial alignments by proposing variations with new and longer underground segments. The trade-off, however, is higher capital cost.

Based on the updated Rough-Order-of-Magnitude (ROM) capital costs, engineering challenges, and potential amount of property acquisition needed, the Northern Alignment Concepts E, F, and G would rate low as their overall capital costs would be higher than the four original Northern Alignment Alternatives. Concept H has a lower capital cost than the other Northern Alignment Alternatives and Concepts but has the highest capital cost / new riders per year. This makes Concept H the least cost-effective alignment since it attracts far fewer new riders than the other Northern Alignment Alternatives and Concepts.

Concepts E, F, G, and H present the greatest potential engineering challenges due to the length of tunneling required adjacent to vertical structures ranging from low to high rise in a highly developed urban area with existing infrastructure. These engineering challenges and acquisition needs result in risks, which could decrease the overall cost effectiveness of these concepts (Table ES-8).

Table ES-8. Goal 4: Ensure Cost Effectiveness and Financial Feasibility

Evaluation Criteria	Northern Alignment Alternatives and Concepts							
	Alt A Pacific/ Alameda	Alt B Pacific/ Vignes	Alt C Alameda (aerial)	Alt D Alameda/ Vignes	Concept E Alameda (underground)	Concept F Alameda/ Center	Concept G Downtown Transit Core	Concept H Arts District/ 6 th Street
4.1 Costs are financial feasible (*ROM capital costs in \$Billions)	\$4.7 Billion (2017\$)	\$4.7 Billion (2017\$)	\$4.6 Billion (2017\$)	\$5.0 Billion (2017\$)	\$5.8 Billion (2017\$)	\$5.4 Billion (2017\$)	\$5.8 Billion (2017\$)	\$4.5 Billion (2017\$)
4.2 Provide a cost-effective project (capital cost / new riders per year)	\$607	\$596	\$557	\$620	\$679	\$655	\$729	\$740
4.3 Minimizes risk of cost increase (engineering challenges)	Higher risks with tunneling in Arts District	Higher risks with tunneling in Arts District	Less risk with aerial or at-grade	Risks with short tunneling in Arts District	Higher risks with tunneling	Higher risks with tunneling	Higher risks with tunneling	Higher risks with tunneling
4.4 Minimizes risk of cost increase (property acquisition)	Medium risks due to property impacts	Medium risks due to property impacts	Higher risks due to more property impacts	Higher risks due to more property impacts	Lower risk due to reduced property impacts	Medium risks due to property impacts	Lower risk due to reduced property impacts	Lower risk due to reduced property impacts
Goal 4 Ratings								

Notes: *ROM capital cost is based on early engineering assumptions and are provided to demonstrate general differentiators in costs.

Since the proposed alignment for all Alternatives and Concepts is the same south of Florence/Salt Lake Station, evaluation results shown are attributed to differences in the Northern Alignments









Goal 5: Ensure Equity

The goal to ensure equity focuses on benefits to transit-dependent and minority populations, and low-income groups and the potential for adverse effects to Environmental Justice (EJ) communities. EJ communities are areas that are made up by a majority of minority or low-income individuals who may be disproportionately affected by the construction of a new transit project relative to other communities within the city. Concept G would serve the highest amount of transit-dependent persons (51.6 percent are transit dependent within ½ mile of the stations) and the highest number of low-income riders (32,400 low-income riders), and would provide new fixed service to underserved communities near the Arts District South and South Park/Fashion District Stations. This concept would also likely have minimal adverse effects to EJ communities such as Little Tokyo and Chinatown based on its proximity away from the communities. As a result, Concept G would receive the highest rating.

Both Concept E and Concept F would serve a high number of transit-dependent populations (38.4 percent and 38.8 percent, respectively) and low-income riders (31,700 and 28,400 low-income riders, respectively). Therefore, both of these concepts received high ratings.

Alternative B and Concept H would serve the lowest percentage of transit-dependent persons (21.6 percent and 24.1 percent, respectively) and low-income riders (21,300 and 19,000 low-income riders, respectively) compared to all other Alternatives and Concepts. As Alternative B would only provide two stations and Concept H would only provide one station for the entire northern alignment segment, this would limit the provision of new fixed service to transit-dependent communities compared to the other Alternatives and Concepts.

Table ES-9. Goal 5: Ensures Equity

Evaluation Criteria	Northern Alignment Alternatives and Concepts							
	Alt A Pacific/ Alameda	Alt B Pacific/ Vignes	Alt C Alameda (aerial)	Alt D Alameda/ Vignes	Concept E Alameda (underground)	Concept F Alameda/ Center	Concept G Downtown Transit Core	Concept H Arts District/ 6 th Street
5.1 Provides benefits to transit-dependent and minority populations (% transit-dependent persons within ½ mile of stations)	34.7% transit dependent	21.6% transit dependent	39.7% transit dependent	35.8% transit dependent	38.4% transit dependent	38.8% transit dependent	51.6% transit dependent	24.1% transit dependent
5.2 Minimizes adverse effects to an EJ community (potential adverse effects to EJ communities)	Low	Medium	Low	Medium	High	High	High	High
5.3 Provision of new reliable fixed service to underserved communities (new fixed service to transit-dependent persons around station areas)	Medium	Medium	Medium	Medium	Medium	Medium	High	Low
5.4 Serves low-income riders (estimated number of low-income riders)	22,100 low-income riders	21,300 low-income riders	29,600 low-income riders	26,800 low-income riders	31,700 low-income riders	28,400 low-income riders	32,400 low-income riders	19,000 low-income riders
Goal 5 Ratings								

Note: Since the proposed alignment for all Alternatives and Concepts is the same south of Florence/Salt Lake Station, evaluation results shown are attributed to differences in the Northern Alignments

ES.8 Community and Stakeholder Outreach

To support development of the new Northern Alignment Concepts and discuss the original four Alternatives, community update meetings were held to communicate Alternatives and new Concepts being considered with stakeholders along the WSAB Transit Corridor. Five meetings were held between March 12 and March 19, 2018, with over 250 people participating in-person and approximately 85 written comment cards received. Over 270 people have viewed the recording of the Artesia webcast as of April 2, 2018. Table ES-10 presents the meeting details. Comments also continue to be received via the project e-mail address and the online comment submission form available on the project website. Two additional public meetings are planned for late April/early May 2018, prior to the Metro Board decision.

Table ES-10. WSAB Public Outreach Meetings March 2018

Meeting #	Community	Date	Time	Location	Number of Participants
1	Little Tokyo	Monday, March 12, 2018	3 to 5 PM	Nishi Hongwanji Buddhist Temple 815 E 1st St, Los Angeles, CA 90012	75
2	Little Tokyo	Monday, March 12, 2018	6 to 8 PM	Nishi Hongwanji Buddhist Temple 815 E 1st St, Los Angeles, CA 90012	36
3	Artesia*	Tuesday, March 13, 2018	6 to 8 PM	Albert O. Little Community Center 18750 Clarkdale Av, Artesia, CA 90701	52
4	Bell	Saturday, March 17, 2018	10 AM to 12 PM	Bell Community Center 6250 Pine Ave, Bell, CA 90201	26
5	Downey	Monday, March 19, 2018	6 to 8 PM	Barbara J. Riley Community and Senior Center 7810 Quill Dr., Downey, CA 90242	64

Note: *The Artesia meeting was also conducted as a live webcast, which was recorded and is available for viewing on the project website.

Meeting participants were encouraged to provide comments, and were specifically asked to consider the following about the new Northern Alignment Concepts:

1. Where would you prefer to end/begin in downtown (i.e., Downtown Transit Core, Union Station, Arts District)?
2. Are there destinations beyond the WSAB Transit Corridor you ultimately want to reach?
3. What are your comments on the new Northern Alignments?

In addition, presentations have been made to the Gateway Cities Council of Governments Transportation Committee and over twenty stakeholder and community organizations.

Comments received cited both LAUS and the Downtown Transit Core as the top preferences for beginning/ending their trips, followed by the Arts District. Other destinations meeting participants desire to reach include Pasadena, Glendale, Burbank, Orange County, and Metrolink/Amtrak connections to other cities from LAUS. Not everyone responded to Question 3, although of those who did, Concept G was most selected, followed by Concept E. Other comments submitted pertained to pedestrian connections, safety, first/last mile in relation to a community's need, parking supply and impacts at stations, traffic around stations, property values, noise levels, budget, ridership, P3 potential, and property acquisitions.

ES.9 Findings Summary

Each of the Northern Alignment Alternatives and Concepts provides a unique set of benefits that must be considered against the potential costs and challenges. The following discussion summarizes the key findings:

- Alternative A: Pacific/Alameda:** By serving LAUS, and providing a Little Tokyo Station and an Arts District North Station, moderate mobility benefits are achieved with long travel times (36.6 minutes), limited user benefits (22,000 hours), a moderate number of boardings (58,000) and a low number of new riders (24,500) compared to the other Alternatives and Concepts. However, this Alternative's station areas would collectively serve the highest residential and employment densities. There are also TOC opportunities near the Arts District North Station that would meet the needs of emerging communities and stakeholders. In terms of environmental impacts and ensuring equity, this Alternative would need to address significant environmental challenges with effects to sensitive uses and EJ communities like Little Tokyo. Given the tradeoffs of moderate mobility, land use and cost and likely significant environmental and social justice concerns, Alternative A receives an overall rating of **Medium/Low**.
- Alternative B: Pacific/Vignes:** This Alternative would provide many of the same moderate benefits as the Alternative A, but would not propose a Little Tokyo Station, therefore minimizing adverse effects to that EJ community. However, without a Little Tokyo Station, this Alternative misses a key connection to the East-West Line (Gold Line/Regional Connector) thereby further limiting mobility benefits and access to high residential and employment densities. For equity, this Alternative would rate low since it would not serve a high percentage of transit dependent (21.6 percent), minority, or low-income riders (21,300) compared to the other Alternatives and Concepts. Based on the moderate mobility, land use, environmental and cost considerations; and the limited ability to ensure equity for the project; Alternative B receives an overall rating of **Medium/Low**.
- Alternative C: Alameda (aerial):** The Alameda (aerial) Alternative provides connections to LAUS, Little Tokyo, Arts District South, and Metro Blue Line (North-South Line), resulting in significant mobility benefits with higher user benefits (24,000 hours), number of boardings (75,500) and new riders (26,000). By following the Metro Blue Line, this Alternative serves low-income and densely populated areas that would benefit from additional transit service and helps to address overcrowding on the Metro Blue Line. However, this Alternative would need to address significant environmental challenges including visual impacts from a primarily aerial alignment along Alameda

Street, through Little Tokyo, then into LAUS. Given the tradeoffs of high mobility benefits, moderate land use, equity and cost, and significant environmental concerns, Alternative C receives an overall rating of **Medium**.

- Alternative D: Alameda/Vignes:** As with Alternative C, this Alternative provides new transit service to a transit-dependent community along the Metro Blue Line (North-South Line) and results in substantial mobility benefits including user benefits (23,500 hours), number of boardings (70,000) and new riders (25,500). With at-grade and aerial alignments, this Alternative would likely have environmental impacts near the Little Tokyo community and transportation and visual impacts along Alameda Street. This Alternative would support a moderate amount of residential and employment densities and have a medium amount of cost and risk as it limits the amount of underground segments proposed. Given the high mobility benefits, but medium findings for land use, cost and equity, and low findings for environmental impacts, Alternative D receives an overall rating of **Medium**.
- Concept E: Alameda (underground):** The new Concept E would provide similar or better benefits as the Alameda (aerial) Alternative with an underground alignment to address environmental concerns for the Little Tokyo community. This Concept would connect to both the North-South and East-West Lines thereby providing significant mobility benefits with higher user benefits (25,000 hours), and highest number of boardings (81,500) and new riders (27,000). By following the Metro Blue Line, then transitioning into an underground alignment, this Concept would serve low-income and densely populated areas to the south with the fastest, most direct connection into LAUS (33.5 minutes). Although this Concept would likely have less environmental impacts to consider (since it is mostly underground), it would have the highest cost and risk compared to the other alternatives and concepts. Given that Concept E would rate high in all of the goals except for cost and risk, this Concept receives an overall rating of **High**.
- Concept F: Alameda/Center:** The new Concept F provides similar mobility benefits as Alternative D but provides a faster connection (34.0 minutes) with an underground alignment north of I-10 to the Gold Line resulting in higher number of boardings (74,500) and new riders (26,000). Since a majority of the alignment is underground, the Alternative would likely have less environmental impacts to consider. However, this would result in higher costs and risks. Given the tradeoffs of high mobility and equity benefits, moderate land use and environmental concerns; and high financial cost and risk with tunneling, Concept F receives an overall rating of **Medium/High**.
- Concept G: Downtown Transit Core:** The new Concept G would provide a fast and direct connection (33.6 minutes) to the highest residential and employment densities in downtown Los Angeles. With emerging TOCs at South Park/Fashion District and the Arts District South Station, this Concept would provide significant mobility benefits to low-income and minority populations with 51.6 percent of persons near station areas being transit dependent. High mobility benefits include user benefits (24,000 hours), daily boardings (78,500), and new riders (25,000). Although Concept G is primarily underground, there are significant environmental impacts to consider, including potential impacts to historic uses near proposed station areas and the lower reduction in VMT compared to the other alternatives and concepts. Given the high mobility, land use, and equity benefits, but potential risk of underground tunnel costs

and environmental impact concerns, this Concept receives an overall rating of **Medium/High**.

- **Concept H: Arts District/6th Street:** The new Concept H would provide opportunities to connect to an emerging TOC near Arts District/6th Street. However, compared to the other alternatives and concepts, Concept H would provide significantly lower mobility and land use benefits. With only one station connecting to the Red/Purple Line, this Concept would generally provide limited user benefits (18,500 hours), fewest daily boardings (46,500), and fewest new riders (19,500). This Concept would also support very low population densities and a small number of low-income and minority communities since the station and alignment would primarily be located in the core industrial area of Los Angeles. Concept H would not provide comparable benefits to the other alternatives or concepts; therefore, this Concept receives an overall rating of **Low**.

West Santa Ana Branch Transit Corridor

Original Northern Alignments Map



West Santa Ana Branch Transit Corridor

New Northern Alignments Map



West Santa Ana Branch Transit Corridor

Northern Alignment Summary of Project Goals Results

Evaluation Criteria	Northern Alignment Alternative and Concepts							
	Alt A Pacific/ Alameda	Alt B Pacific/ Vignes	Alt C Alameda (aerial)	Alt D Alameda/ Vignes	Concept E Alameda (underground)	Concept F Alameda/ Center	Concept G Downtown Transit Core	Concept H Arts District/ 6 th Street
1. Provide Mobility Improvements								
2. Support Local and Regional Land Use Plans and Policies								
3. Minimize Environmental Impacts								
4. Ensure Cost Effectiveness and Financial Feasibility								
5. Ensure Equity								
Overall Ratings	Medium/ Low	Medium/ Low	Medium	Medium	High	Medium/ High	Medium/ High	Low

West Santa Ana Branch Transit Corridor

Northern Alignment Summary of Select Performance Measurements

Transit Trips Projected to 2042

Northern Alignment Original Alternatives & New Concepts	Daily WSAB Boardings	Daily New Transit Trips	Daily Low-Income Riders	One-Seat Rides	Travel Time (minutes)	ROM Cost Estimate (2017 \$B's)	Cost per New Riders per Year (2017 \$)
A Pacific/Alameda	58,000	24,500	22,100	36,900	36.6	\$4.7	\$607
B Pacific/Vignes	56,000	25,000	21,300	36,300	34.5	\$4.7	\$596
C Alameda (aerial)	75,500	26,000	29,600	45,600	35.5	\$4.6	\$557
D Alameda/Vignes	69,500	25,500	26,800	43,800	35.5	\$5.0	\$620
E Alameda (underground)	81,500	27,000	31,700	47,800	33.5	\$5.8	\$679
F Alameda/Center	74,500	26,000	28,400	45,500	34.0	\$5.4	\$655
G Downtown Transit Core	78,500	25,000	32,400	46,500	33.6	\$5.8	\$729
H Arts District/6 th St	46,500	19,500	19,000	30,300	37.5	\$4.5	\$740

ROM = Rough order of magnitude

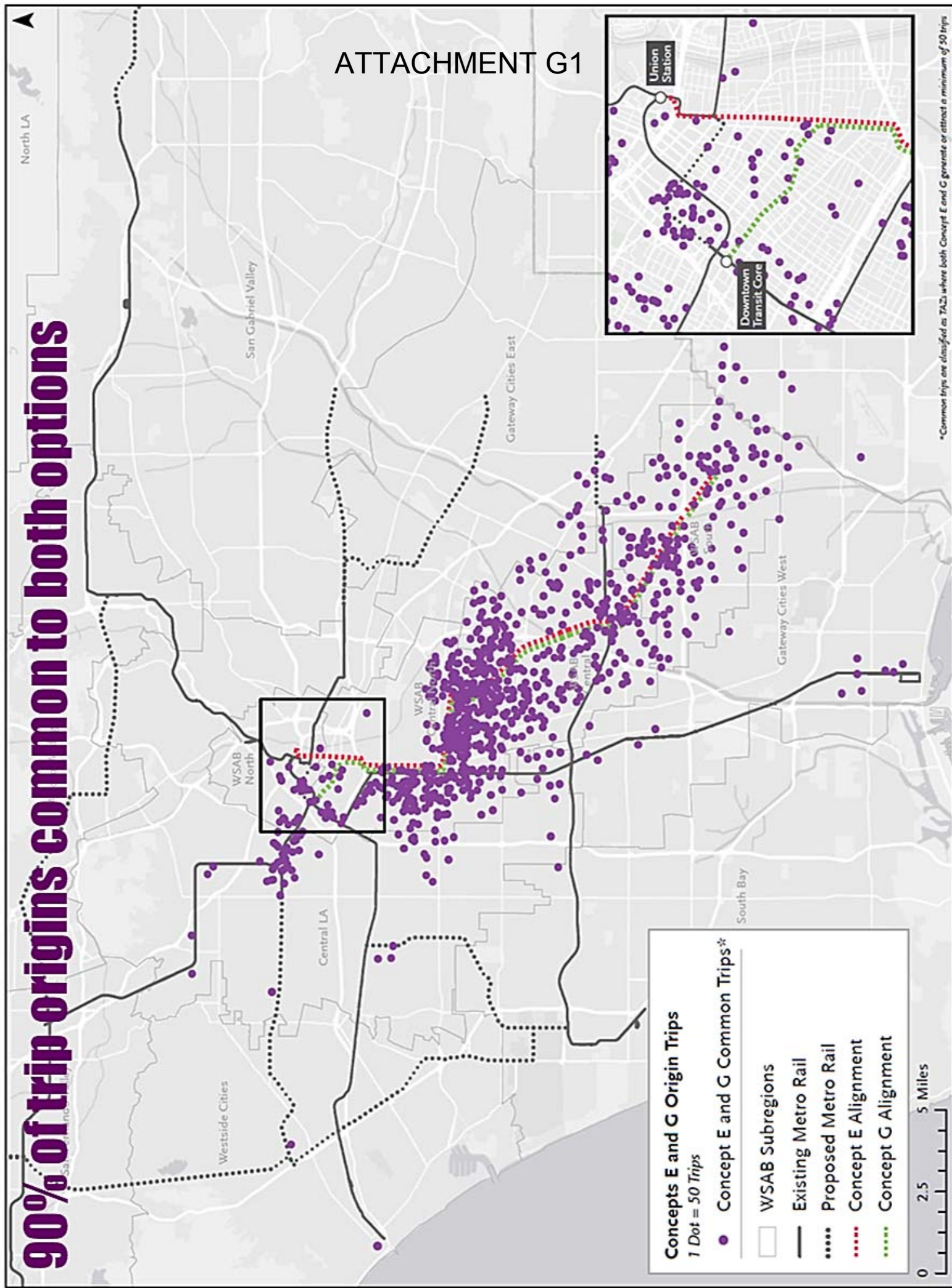
West Santa Ana Branch Transit Corridor

Recommended Northern Alignments Map



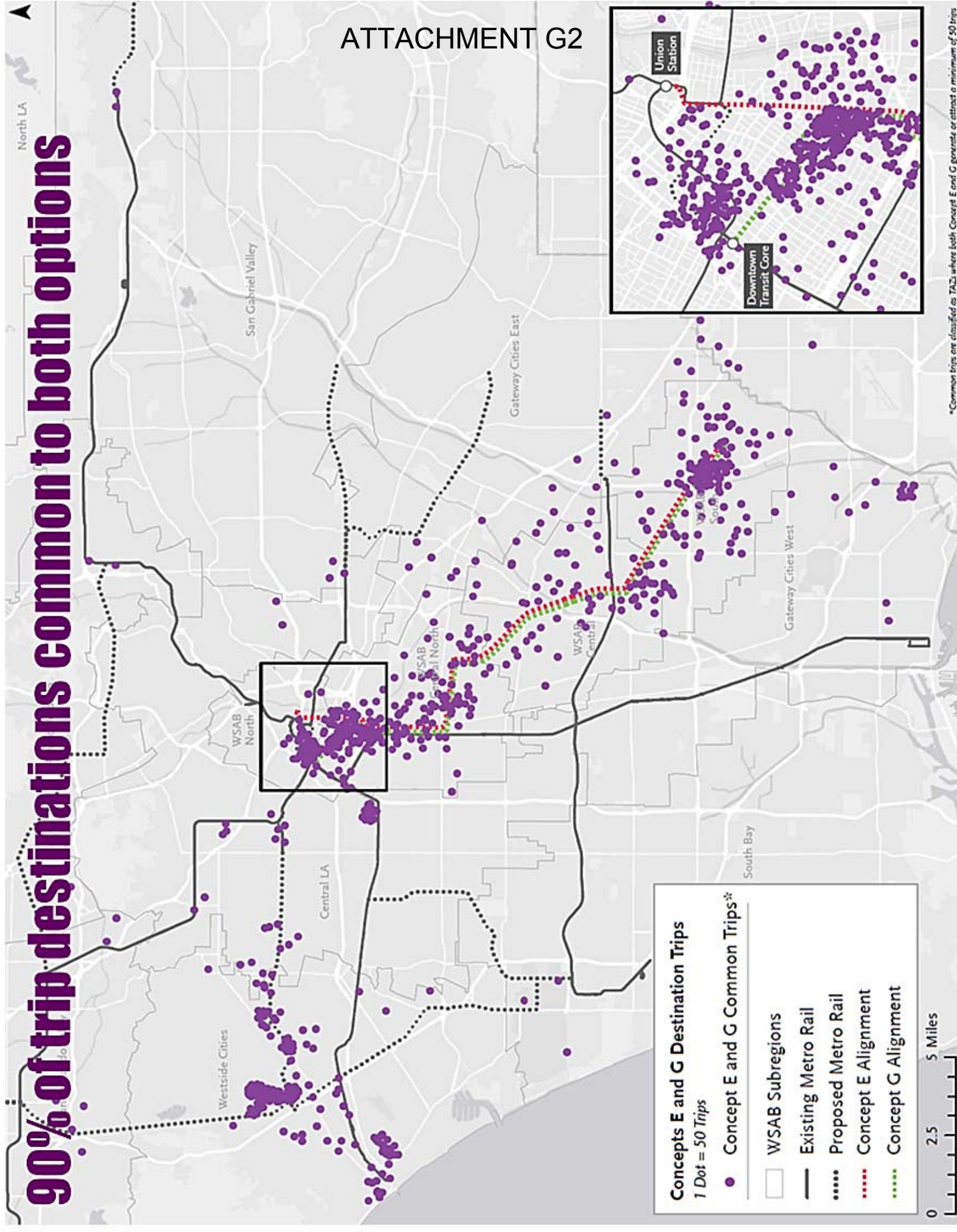
90% of trip origins common to both options

ATTACHMENT G1



90% of trip destinations common to both options

ATTACHMENT G2



PROCUREMENT SUMMARY

WEST SANTA ANA BRANCH TRANSIT CORRIDOR/AE5999300

1.	Contract Number: AE5999300			
2.	Contractor: WSP USA Inc.			
3.	Mod. Work Description: Environmental review and technical analysis on the three northern alignments in the Draft EIR/EIS			
4.	Contract Work Description: West Santa Ana Branch Transit Corridor Technical Services			
5.	The following data is current as of: May 3, 2018			
6.	Contract Completion Status		Financial Status	
	Contract Awarded:	9/26/2016	Contract Award Amount:	\$9,392,326
	Notice to Proceed (NTP):	6/26/2017	Total of Modifications Approved:	\$252,166
	Original Complete Date:	9/30/2020	Pending Modifications (including this action):	\$2,760,752
	Current Est. Complete Date:	9/30/2020	Current Contract Value (with this action):	\$12,405,244
7.	Contract Administrator: Gina Romo		Telephone Number: (213) 922-7558	
8.	Project Manager: Teresa Wong		Telephone Number: (213) 922-2854	

A. Procurement Background

This Board Action is to approve Contract Modification No. 2 issued in support of the environmental review and technical analysis on the three northern alignments in the Draft EIR/EIS for the West Santa Ana Branch Transit Corridor.

This Contract Modification was processed in accordance with Metro's Acquisition Policy and the contract type is a firm fixed price.

On September 26, 2016, the Board awarded a firm fixed price Contract No. AE5999300 to Parsons Brinckerhoff, Inc., now WSP USA Inc., in the amount up to \$9,392,326 for the West Santa Ana Branch Transit Corridor.

Refer to Attachment I-1 – Contract Modification Log.

B. Cost Analysis

The recommended price has been determined to be fair and reasonable based upon an independent cost estimate, cost analysis, technical analysis, and fact finding. All direct rates and fee remain unchanged from the original contract.

Proposal Amount	Metro ICE	Negotiated Amount
\$2,760,752	\$2,722,357	\$2,760,752

PROCUREMENT SUMMARY

WEST SANTA ANA BRANCH TRANSIT CORRIDOR COMMUNITY PARTICIPATION
PROGRAM/ PS2492300

1.	Contract Number: PS2492300			
2.	Contractor: Arellano Associates, LLC			
3.	Mod. Work Description: Continue implementing outreach services as part of the Community Participation Program for the environmental review and clearance of the West Santa Ana Branch Transit Corridor Project (WSAB).			
4.	Contract Work Description: Outreach services as part of the Community Participation Program for WSAB.			
5.	The following data is current as of: May 4, 2018			
6.	Contract Completion Status		Financial Status	
	Contract Awarded:	9/26/16	Contract Award Amount:	\$492,893
	Notice to Proceed (NTP):	9/26/16	Total of Modifications Approved:	\$0
	Original Complete Date:	9/25/20	Pending Modifications (including this action):	\$429,310
	Current Est. Complete Date:	9/25/20	Current Contract Value (with this action):	\$922,203
7.	Contract Administrator: Lily Lopez		Telephone Number: (213) 922-4639	
8.	Project Manager: Teresa Wong		Telephone Number: (213) 922-2854	

A. Procurement Background

This Board Action is to approve Contract Modification No. 1 issued to augment the Community Participation Program to continue implementing focused outreach services to the corridor communities in support of the environmental documents for the WSAB Transit Corridor Project.

This Contract Modification was processed in accordance with Metro's Acquisition Policy and the contract type is firm fixed price. All other terms and conditions remain in effect.

On September 26, 2016, the Board awarded a firm fixed price Contract No. PS2492300 to Arellano Associates, LLC in the amount of \$492,893 to perform the environmental clearance study community outreach for the WSAB Transit Corridor based on the passage of Measure M.

Refer to Attachment I-2 – Contract Modification/Change Order Log for modifications issued to date.

B. Cost Analysis

The recommended price has been determined to be fair and reasonable based upon an independent cost estimate, cost analysis, technical analysis, fact finding, and negotiations. Direct labor rates for this modification were negotiated based on the current Consumer Price index and fee remained unchanged from the original contract.

Proposal Amount	Metro ICE	Negotiated Amount
\$429,310	\$413,986	\$429,310

CONTRACT MODIFICATION/CHANGE ORDER LOG

WEST SANTA ANA BRANCH TRANSIT CORRIDOR/AE5999300

Mod. No.	Description	Status (approved or pending)	Date	\$ Amount
1	Addition of a travel demand model review and calibration of six main tasks.	Approved	11/21/2017	\$252,166
2	Environmental review and technical analysis on the three northern alignments in the Draft EIR/EIS for the West Santa Ana Branch Transit Corridor.	Pending	5/24/2018	\$2,760,752
	Modification Total:			\$3,012,918
	Original Contract:	9/26/2016		\$9,392,326
	Total:			\$12,405,244

CONTRACT MODIFICATION/CHANGE ORDER LOG

WEST SANTA ANA BRANCH TRANSIT CORRIDOR COMMUNITY PARTICIPATION
PROGRAM / PS2492300

Mod. No.	Description	Status (approved or pending)	Date	\$ Amount
1	Continue implementing outreach services as part of the Community Participation Program for the environmental review and clearance for WSAB Transit Corridor Project.	Pending	Pending	\$429,310
	Modification Total:			\$429,310
	Original Contract:	9/26/16		\$492,893
	Total:			\$922,203

DEOD SUMMARY

WEST SANTA ANA BRANCH TRANSIT CORRIDOR/AE5999300

A. Small Business Participation

WSP USA Inc. (WSP) made a 26.12% Disadvantaged Business Enterprise (DBE) commitment. The project is 44% complete and the current DBE participation is 23.12%, a shortfall of 3.00%. WSP explained that their shortfall is related to the timing of certain scope items that will be performed by DBE's, including Lenax Construction, who has not performed to date. WSP confirmed that they will achieve their contractual DBE commitment.

Small Business Commitment	26.12% DBE	Small Business Participation	23.12% DBE
----------------------------------	-------------------	-------------------------------------	-------------------

	DBE Subcontractors	Ethnicity	% Committed	Current Participation¹
1.	BA Inc.	African American	1.44%	4.04%
2.	CityWorks Design	Hispanic American	3.55%	3.77%
3.	Connetics Transportation Group	Asian Pacific American	0.68%	1.16%
4.	Epic Land Solutions	Caucasian Female	1.03%	1.73%
5.	Geospatial Professional Services	Asian Pacific American	0.23%	0.44%
6.	Lenax Construction	Caucasian Female	2.01%	0.00%
7.	Terry A. Hayes Associates	African American	13.26%	8.30%
8.	Translink Consulting	Hispanic American	3.92%	3.68%
Total			26.12%	23.12%

¹Current Participation = Total Actual amount Paid-to-Date to DBE firms ÷ Total Actual Amount Paid-to-date to Prime.

B. Living Wage and Service Contract Worker Retention Policy Applicability

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

C. Prevailing Wage Applicability

Prevailing Wage requirements are applicable to this project. DEOD will continue to monitor contractors' compliance with the State of California Department of Industrial Relations (DIR), California Labor Code, and, if federally funded, the U S Department of Labor (DOL) Davis Bacon and Related Acts (DBRA). Trades that may be covered include: surveying, potholing, field, soils and materials testing, building construction inspection, construction management and other support trades.

D. Project Labor Agreement/Construction Careers Policy

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

DEOD SUMMARY**WEST SANTA ANA BRANCH TRANSIT CORRIDOR COMMUNITY
PARTICIPATION/PS2492300****A. Small Business Participation**

Arellano Associates, LLC made a 100% Small Business Enterprise (SBE) commitment. The project is 53% complete and the current SBE participation is 100%. Arellano Associates, LLC is meeting their SBE commitment

Small Business Commitment	100% SBE	Small Business Participation	100% SBE
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	DBE Prime	% Committed	Current Participation¹
1.	Arellano Associates, LLC	100%	100%
	Total	100%	100%

¹Current Participation = Total Actual amount Paid-to-Date to DBE firms ÷ Total Actual Amount Paid-to-date to Prime.

B. Living Wage and Service Contract Worker Retention Policy Applicability

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

C. Prevailing Wage Applicability

Prevailing Wage requirements are applicable to this project. DEOD will continue to monitor contractors' compliance with the State of California Department of Industrial Relations (DIR), California Labor Code, and, if federally funded, the U S Department of Labor (DOL) Davis Bacon and Related Acts (DBRA). Trades that may be covered include: surveying, potholing, field, soils and materials testing, building construction inspection, construction management and other support trades.

D. Project Labor Agreement/Construction Careers Policy

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

West Santa Ana Branch Transit Corridor

Planning and Programming - May 16, 2018

File 2018-0072

Construction - May 17, 2018



Recommendation

AUTHORIZING:

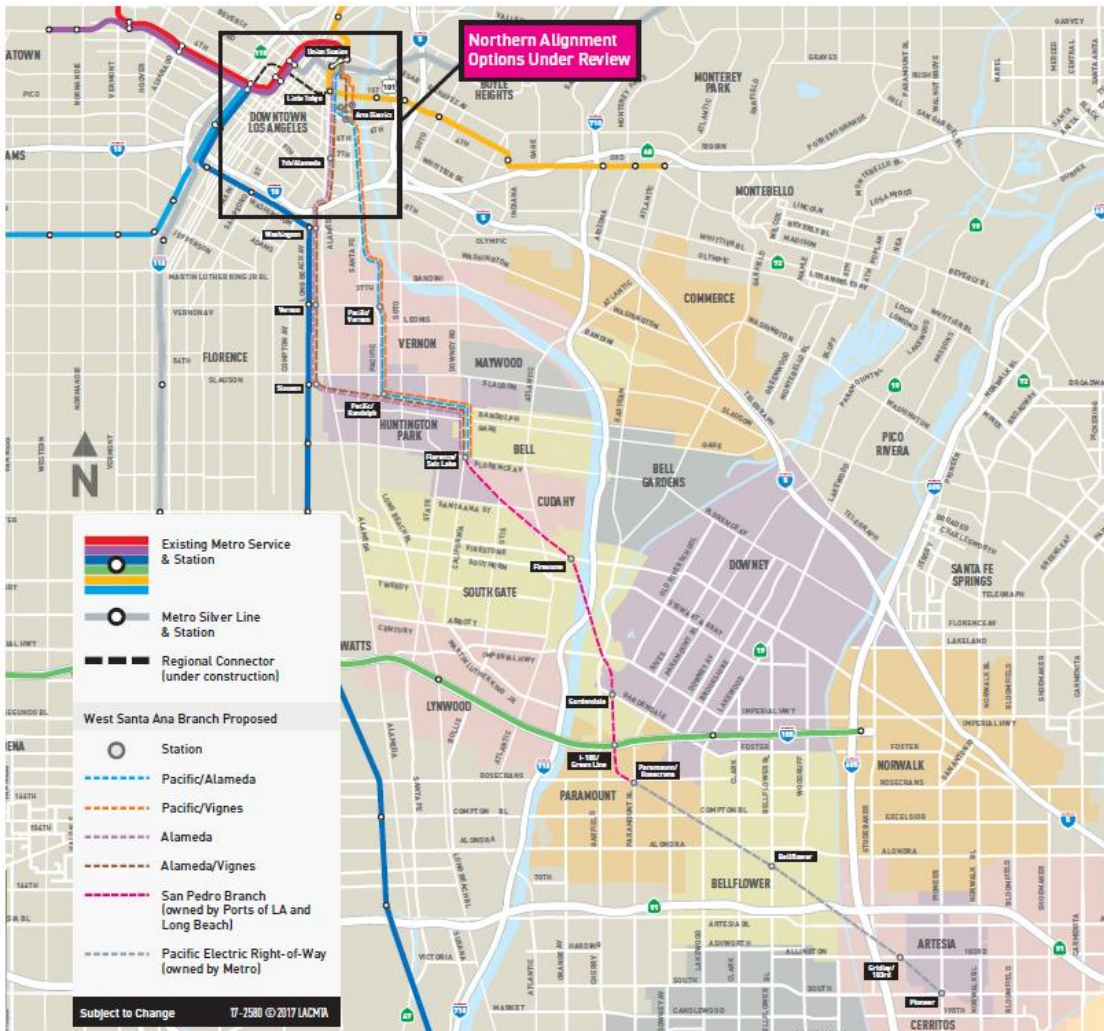
1. Northern alignment options to carry forward into Draft EIS/EIR

- a. Concept E: Union Station via Alameda Underground**
- b. Concept F: Union Station via Alameda Underground/Center Aerial**
- c. Concept G: Downtown Transit Core Underground**

2. Technical services Contract Modification No. 2 in the amount of \$2,760,752 for the evaluation northern alignments in Draft EIS/EIR.

3. Outreach services Contract Modification No. 1 in the amount of \$429,310 for augmented Community Participation Program as part of the evaluation of northern alignments.

West Santa Ana Branch



- Provide **mobility** improvements
- Support local/regional **land use** plans and policies
- Minimize **environmental** impacts
- Ensure **cost** effectiveness & financial feasibility
- Promote **equity**

Original Northern Alignment Alternatives

- A. Pacific/Alameda
- B. Pacific/Vignes
- C. Alameda (aerial)
- D. Alameda/Vignes



New Northern Alignment Concepts

E. Alameda (underground)
F. Alameda/Center
G. Downtown Transit Core
H. Arts District/6th St











































Recommended Alignments

- E. Alameda (underground)
- F. Alameda/Center
- G. Downtown Transit Core



Performance Compared to Project Goals

Evaluation Criteria	Northern Alignment Alternative and Concepts							
	Alt A Pacific/Alameda	Alt B Pacific/Vignes	Alt C Alameda (aerial)	Alt D Alameda/Vignes	Concept E Alameda (underground)	Concept F Alameda/Center	Concept G Downtown Transit Core	Concept H Arts District/ 6 th Street
1. Provide Mobility Improvements								
2. Support Local and Regional Land Use Plans and Policies								
3. Minimize Environmental Impacts								
4. Ensure Cost Effectiveness and Financial Feasibility								
5. Ensure Equity								
Overall Ratings	Medium/Low	Medium/Low	Medium	Medium	High	Medium/High	Medium/High	Low

Summary of All Northern Alignments

Ridership projected to 2042

Northern Alignment Original Alternatives & New Concepts	Daily WSAB Boardings	Daily New Transit Trips	Daily Low-Income Riders	Travel Time (minutes)	ROM Cost Estimate (2017 \$B's)	Cost per New Riders per Year (2017 \$)
A Pacific/Alameda	58,000	24,500	22,100	36.6	\$4.7	\$607
B Pacific/Vignes	56,000	25,000	21,300	34.5	\$4.7	\$596
C Alameda (aerial)	75,500	26,000	29,600	35.5	\$4.6	\$557
D Alameda/Vignes	69,500	25,500	26,800	35.5	\$5.0	\$620
E Alameda (underground)	81,500	27,000	31,700	33.5	\$5.8	\$679
F Alameda/Center	74,500	26,000	28,400	34.0	\$5.4	\$655
G Downtown Transit Core	78,500	25,000	32,400	33.6	\$5.8	\$729
H Arts District/6 th St	46,500	19,500	19,000	37.5	\$4.5	\$740

ROM = Rough order of magnitude

Community Meetings

- Nine Community Meetings held
 - March 12: Little Tokyo (3pm & 6pm)
 - March 13: City of Artesia @ 6pm (also conducted as a live webcast)
 - March 17: City of Bell @6pm
 - March 19: City of Downey @6pm
 - April 30: LAUS @ 3pm & 6pm
 - May 3: City of Paramount @ 6pm (also webcast)
 - May 15: City of Downey @ 7pm
- Over 490 attendees
- Over 300 webcast views
- Over 150 written comments received



Metro

Key Takeaways

- 90% of trips are common to LAUS and Downtown Transit Core
- 66% of population in the study area are considered Environmental Justice (EJ) communities
 - EJ communities are spread *throughout* the 20 mile corridor
- An average of 62% WSAB riders would enjoy a one seat ride
- Measure M identifies \$4B in 2017\$
 - \$1B- opening 2028
 - \$3B- opening 2041
- All alignments exceed Measure M \$4B allocation
- Board decision on Northern Alignment alternatives to further study in environmental is critical to moving project forward



Board Report

File #: 2018-0108, File Type: Contract

Agenda Number: 32.4

REVISED
PLANNING AND PROGRAMMING COMMITTEE
MAY 16, 2018

**SUBJECT: LA RIVER BIKE PATH GAP CLOSURE PROJECT
TECHNICAL SERVICES**

ACTION: APPROVE RECOMMENDATIONS

RECOMMENDATION

AUTHORIZE the Chief Executive Officer (CEO) to:

- A. AWARD AND EXECUTE an 88-month, firm fixed price Contract No. AE47795000 with CH2M Hill, Inc. for \$45,891,279 for Los Angeles River Bike Path Gap Closure Project Technical Services (Project), subject to resolution of protest(s), if any;
- B. APPROVE Contract Modification Authority (CMA) specific to and execute modifications for Contract No. AE47795000 in the amount of \$6,883,692 (15%) to support the cost of unforeseen issues that may arise during the course of the Contract; and
- C. NEGOTIATE and enter into a Memorandum of Understanding (MOU) with Los Angeles County Department of Public Works (LACDPW) for construction management and delivery of the Project with an option for final design; and
- D. NEGOTIATE and enter into a Cooperative Agreement with the City of Los Angeles, the City of Vernon, and LACDPW.

ISSUE

In response to the June 2014 Board motion (Attachment C), the Los Angeles River Bike Path Gap Closure Feasibility Study was completed and presented to the Metro Board in 2016. The Study found that the Project is feasible and would help serve the transportation needs of communities neighboring the Project Area (Attachment D) as well as provide a regionally significant active transportation corridor.

To deliver the Project and create a continuous 32-mile grade-separated Class I bikeway, staff recommends awarding Contract No. AE47795000 with CH2M Hill, Inc. for \$45,891,279. Because unforeseen circumstances may arise as the project develops, but are not known at this conceptual

stage, staff recommends 15% CMA. Executing an MOU with LACDPW will allow Metro to define final project delivery responsibilities as Metro advances the project through environmental clearance and design.

DISCUSSION

Background

The Project will create a bicycle and pedestrian path along an eight (8)-mile stretch of the Los Angeles River from Elysian Valley through downtown Los Angeles to the City of Vernon, closing the largest remaining continuous gap of the LA River Bike Path. By connecting two existing segments of the path, the Project will provide a seamless 32-mile grade-separated regional corridor for walking and bicycling from Long Beach to the San Fernando Valley along the LA River.

The Project area has a population of over 200,000 people within 3 miles of the Project corridor and this area qualifies as a disadvantaged community based on the median household income. Community members within the project area routinely walk or bike as their primary means of transportation at rates much higher than the rest of the county. The Project would offer a backbone for a more complete active transportation network of separated and protected infrastructure.

The Project has been identified as a regionally-significant walking and bicycling infrastructure project by Metro and other jurisdictions and was listed in the Measure M expenditure plan with a FY 2023 groundbreaking date. The Project has also been identified in the “Twenty-Eight by ’28 Initiative”. The Project, also known as “LA River Waterway & System Bike Path” is funded by \$365M in the Measure M Ordinance and Expenditure Plan.

Contract Work and Structure

The contract work includes environmental review and clearance under the National Environmental Policy Act (NEPA) and the California Environmental Quality Act (CEQA). The work facilitates coordination with and approval from the US Army Corps of Engineers (USACE) and other appropriate agencies, as well as obtaining any and all permits needed to construct the Project. Engineering design and specifications shall be developed in concert with the environmental review process to a level sufficient to secure environmental clearance and develop a project definition. The work also includes technical support to the Outreach Contractor (procured through separate Metro contract).

The contract is divided into four (4) phases with separate notices to proceed (NTP) for each phase to be executed at Metro’s discretion.

- Phase 1 - Metro led - Technical Studies and Conceptual Design
 - A) Technical studies to identify design challenges to the alignment
 - B) Completion of Conceptual Design (15% Design Drawings)
- Phase 2 - Metro led - Environmental Documentation/ Clearance and Design Development
 - A) Draft Environmental Impact Statement/Draft Environmental Impact Report (DEIS/DEIR) and 30% Design

B) Final Environmental Impact Statement/Final Environmental Impact Report (FEIS/FEIR) and 60% Design

- Phase 3 - Metro or LACDPW led - Final Design and Permits
 - A) Construction Documents and associated specifications and details
 - B) Secure all necessary permits
 - C) Finalize all right-of-way acquisition/easements
- Phase 4 - LACDPW led - Construction Support
 - A) Construction contract procurement (under a separate procurement)
 - B) Design support during construction
 - C) As-built drawings

This contract adopts a phased approach as work done in each previous phase would inform the level of effort and resources needed to complete the next phase. The phased approach allows Metro the flexibility to adjust management strategies and resources allocated to the Project based on information learned during project development. This was crafted to meet the permit requirements of the USACE which includes at least 60% design development and complete environmental clearance before permits may be issued. The Contract will be managed by Metro Countywide Planning and Development Department leading Phases 1-2. Prior to entering into Phase 3, a decision will be made as to whether Metro or LACDPW will perform final design. Phase 4 contemplates LACDPW as the lead agency. When the Project is transitioned to LACDPW as the lead, Metro would retain review and approval rights as the sponsoring agency for the Project including but not limited to disbursement of Project funding, review and approval of design work(if LACDPW performs final design) to ensure that environmental and design commitments are maintained, review and approval for construction change orders, and resolution of potential multi-jurisdictional or third party disputes.

A Project Steering Committee comprised of a representative from each of the four public agencies will participate in reviewing key deliverables and the community engagement process. This body will meet at least monthly to guide design intent and integrity through all phases of project development and delivery. In addition an Advisory Group of stakeholder organizations and area elected representatives will provide input to the Steering Committee.

A Cooperative Agreement between Metro, the Cities of Los Angeles and Vernon, and LACDPW will be established to facilitate collaboration and supportive roles through all phases.

A separate, concurrent contract will be executed through the Communications Bench in June 2018 for Outreach services. The Outreach Contractor will be responsible for interfacing with the residents, employees, students, and businesses in and around the Project Area to ensure that stakeholder communities have the opportunity to participate in an inclusive design process. In addition to facilitating communication with the Technical design team, the Outreach Contractor will facilitate Advisory Committees to inform the work of the Steering Committee. Following the Metro Equity Platform Framework, the Outreach Contractor will work with Metro and partner agencies to engage with Community Based Organizations. The goal of the Outreach effort is to allow the Project to meet

the transportation needs of the indigenous Project Area communities for access to opportunity.

Project Delivery

The MOU between Metro and LACDPW will define roles and responsibilities for the delivery of the Project but would not supersede any design directive by the Metro Board. By executing an MOU with LACDPW, Metro would allow for the transfer to LACDPW the management of project delivery as well as the responsibility for procuring and managing a contractor to build the Project. A Project delivery method has not yet been selected and will be determined during Phase 2 once sufficient Project information is known and risks are better defined. Lead management of the Technical Contract may be transferred during or after Phase 3, should LACDPW-led delivery of the Project be determined as an appropriate means to reduce risk as information becomes available during project development.

LACDPW has constructed sections of Class I bikeway along the river outside of the Project Area, giving LACDPW several decades of experience in providing infrastructure for walking and bicycling in Los Angeles County. LACDPW administers the Los Angeles County Flood Control District which holds the easements through which much of the Los Angeles River flows and as such, has extensive experience coordinating with USACE.

The City of Los Angeles has expressed interest in delivering an approximately 1000-foot segment of the Project in coordination with the Sixth St PARC Project. Staff is engaged in MOU negotiations with the City of Los Angeles and will return to the Board at a later date once the terms of the agreement are finalized.

The ownership, operation, and maintenance of the Project would be determined during Phase 2 in collaboration with LACDPW, the cities of Los Angeles and Vernon, and the USACE.

DETERMINATION OF SAFETY IMPACT

These actions will not have any impact on the safety of our customers and/or employees because this project is at the study phase.

FINANCIAL IMPACT

The FY 2019 proposed budget includes \$2.5 million in Cost Center 4310 (Systemwide Team 1), Project 405303 (LA River Bike Path). Since this is a multi-year contract, the cost center manager and Chief Planning Officer will be responsible for budgeting funds in future years.

Impact to Budget

The funding source for this project is Measure M Active Transportation 2%, which is not eligible for bus and rail operating and capital expenditures.

ALTERNATIVES CONSIDERED

The Board could choose not to award the contract. This is not recommended as it may delay the Measure M groundbreaking year of FY2023.

NEXT STEPS

Upon Board approval, staff will execute Contract No. AE47795000 with CH2M Hill, Inc. to initiate environmental clearance and design work.

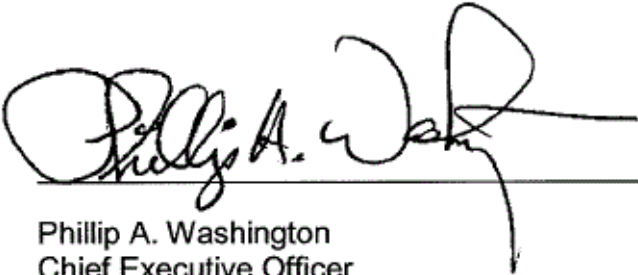
Staff will report back to the Board at significant Project development milestones, including at 15%, 30%, and 60% complete design levels.

ATTACHMENTS

Attachment A - Procurement Summary
Attachment B - DEOD Summary
Attachment C - Metro Board Motion 67 (June 2014)
Attachment D - Project Map

Prepared by: Julia Salinas, Manager, Countywide Planning & Development, (213) 922-7413
Laura Cornejo, DEO, Countywide Planning & Development, (213) 922-2885
David Mieger, EO, Countywide Planning & Development, (213) 922-3040
Manjeet Ranu, SEO, Countywide Planning & Development, (213) 418-3157

Reviewed by: Therese W. McMillan, Chief Planning Officer, (213) 922-7077
Debra Avila, Chief Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

LA RIVER BIKE PATH GAP CLOSURE PROJECT TECHNICAL
SERVICES/AE47795000

1.	Contract Number: AE47795000	
2.	Recommended Vendor: CH2M HILL, INC	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input checked="" type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: November 1, 2017	
	B. Advertised/Publicized: November 6, 2017	
	C. Pre-Proposal Conference: November 14, 2017	
	D. Proposals Due: December 18, 2017	
	E. Pre-Qualification Completed: March 30, 2018	
	F. Conflict of Interest Form Submitted to Ethics: January 4, 2018	
	G. Protest Period End Date: May 18, 2018	
5.	Solicitations Picked up/Downloaded: 138	Proposals Received: 5
6.	Contract Administrator: Lily Lopez	Telephone Number: (213) 922-4639
7.	Project Manager: Julia Salinas	Telephone Number: (213) 922-7413

A. Procurement Background

This Board Action is to approve Contract No. AE47795000 issued in support of regional Project to perform environmental review and clearance under the National Environmental Policy Act (NEPA) and the California Environmental Quality Act (CEQA), and to develop engineering design and specifications in concert with the environmental review process to a level sufficient to prepare the LA River Bike Path Gap Closure Project for construction. Board approval of contract award is subject to resolution of any properly submitted protest.

The Request for Proposal (RFP) was issued in accordance with Metro's Acquisition Policy and the contract type is firm fixed price. The RFP was issued with an SBE goal of 25% and a 3% DVBE goal and is subject to Metro's SBE/DVBE Contracting Outreach and Mentoring Plan (COMP).

One amendment was issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on November 16, 2017, provided revised documents related to the Scope of Services.

A pre-proposal conference was held on November 14, 2017, and was attended by 81 participants representing 58 firms. During the solicitation phase, 22 questions were asked and responses were released prior to the proposal due date.

A total of 138 firms downloaded the RFP and were included in the planholders list. A total of five proposals were received on December 18, 2017.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from Metro's Countywide Planning and Systems Engineering Departments, City of Los Angeles and City of Vernon was convened and conducted a comprehensive technical evaluation of the proposals received.

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

- | | |
|--|-----|
| • Skills and Experience of the Team (Prime and Subcontractors) | 35% |
| • Project Understanding/Approach and Management Plan | 35% |
| • Innovative and Creative Approaches for Implementation | 26% |
| • SBE/DVBE Contracting Outreach and Mentor Protégé | 4% |

The evaluation criteria is appropriate and consistent with criteria developed for other, similar Architectural and Engineering (A&E) procurements. Several factors were considered when developing these weights, giving the greatest importance to both the skills and experience of the team and project understanding/approach and management plan. The PET evaluated the proposals according to the pre-established evaluation criteria.

This is an A&E, qualifications based procurement; therefore, price cannot be used as an evaluation factor pursuant to state and federal law.

All five proposals received were determined to be within the competitive range and are listed below in alphabetical order:

1. CH2M HILL, Inc. (CH2M)
2. Parsons Transportation Group Inc. (Parsons)
3. Stantec Consulting Services Inc. (Stantec)
4. Tetra Tech, Inc. (Tetra Tech)
5. TRC Solutions (TRC)

During the week of January 17, 2018, the PET completed its independent evaluation of the five proposals received and determined all five firms to be qualified to provide the services required.

During the week of January 29, 2018, the firms were scheduled for oral presentations. The firms' project managers and key team members had an opportunity to present each team's qualifications and respond to the PET's questions. In general, each team addressed the requirements of the RFP, experience with all aspects of the required scope, and stressed each firm's

commitment to the success of the Project. Each team was asked questions relative to each firm's proposed staffing plans, perceived project issues, implementation of similar projects and previous experience.

The final scoring, after the oral presentations, determined CH2M to be the highest technically qualified firm.

Qualifications Summary of Recommended Firm:

CH2M, a full-service design, construction, and program management firm will be the prime contractor for the project, in collaboration with multiple experienced subcontractor firms. CH2M will lead the program management responsibilities, supported by key partner Alta Planning & Design, which will lead the conceptual design efforts. The team will also be supported by IPV Delft, specializing in innovative engineering with experience delivering walking and bicycling paths internationally, as well as Barrio Planners, a local planning firm with experience delivering transportation projects serving community needs in the Project area.

The written proposal and oral presentation distinctly demonstrated CH2M's understanding of the Project Area as an engineering led team assembled to deliver a transportation infrastructure project that focuses on constructability and feasibility in order to meet the project objectives rather than an architectural design approach that focuses less on transportation infrastructure delivery. The CH2M team demonstrated relevant experience in large-scale active transportation project development, delivering projects within the Los Angeles River, successfully navigating permitting processes with all agencies involved in the Project, and demonstrated understanding of working with public and private railways. The engineering approach places the primary goal of delivering a piece of transportation infrastructure that meets design goals on-time and on-budget.

The CH2M team was able to demonstrate depth of experience delivering transportation corridor projects and has experience managing projects on the River such as the SR710 North Study, West Santa Ana Branch project, Lower LA River Restoration, City of Vernon LA River Bikeway Study, and the Sixth Street Viaduct Replacement PA/ED.

Following is a summary of the PET scores:

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	CH2M				
3	Skills and Experience of the Team (Prime and Subcontractors)	82.66	35.00%	28.93	
4	Project Understanding/Approach and Management Plan	80.80	35.00%	28.28	
5	Innovative and Creative Approaches for Implementation	84.00	26.00%	21.84	
6	SBE/DVBE Contracting Outreach and Mentor Protégé	100.00	4.00%	4.00	
7	Total		100.00%	83.05	1
8	Tetra Tech				
9	Skills and Experience of the Team (Prime and Subcontractors)	80.66	35.00%	28.23	
10	Project Understanding/Approach and Management Plan	79.20	35.00%	27.72	
11	Innovative and Creative Approaches for Implementation	88.00	26.00%	22.88	
12	SBE/DVBE Contracting Outreach and Mentor Protégé	100.00	4.00%	4.00	
13	Total		100.00%	82.83	2
14	Parsons				
15	Skills and Experience of the Team (Prime and Subcontractors)	73.31	35.00%	25.66	
16	Project Understanding/Approach and Management Plan	77.20	35.00%	27.02	
17	Innovative and Creative Approaches for Implementation	82.00	26.00%	21.32	
18	SBE/DVBE Contracting Outreach and Mentor Protégé	75.00	4.00%	3.00	
19	Total		100.00%	77.00	3
20	Stantec				
21	Skills and Experience of the Team (Prime and Subcontractors)	74.00	35.00%	25.90	
22	Project Understanding/Approach and Management Plan	65.20	35.00%	22.82	
23	Innovative and Creative Approaches for Implementation	70.00	26.00%	18.20	
24	SBE/DVBE Contracting Outreach and Mentor Protégé	100.00	4.00%	4.00	
25	Total		100.00%	70.92	4
26	TRC				
27	Skills and Experience of the Team (Prime and Subcontractors)	65.34	35.00%	22.87	
28	Project Understanding/Approach and Management Plan	64.80	35.00%	22.68	

29	Innovative and Creative Approaches for Implementation	68.00	26.00%	17.68	
30	SBE/DVBE Contracting Outreach and Mentor Protégé	100.00	4.00%	4.00	
31	Total		100.00%	67.23	5

C. Cost Analysis

The recommended price of \$45,891,279 has been determined to be fair and reasonable based upon an independent cost estimate (ICE), technical analysis, a cost analysis, fact finding, and negotiations.

Proposer Name	Proposal Amount	Metro ICE	Negotiated Amount
CH2M	\$43,889,247	\$39,066,424	\$45,891,279

The proposal amount lacked some estimates in level of effort related to structural design and geotechnical exploration that are necessary to assume at this early stage in project development. The negotiated amount accounts for several scope elements specific to the Project mode (walking and bicycling), historic location, and permitting requirements that were not included in the ICE that, after analysis, are necessary to the successful delivery of this innovative Project.

D. Background on Recommended Contractor

The recommended firm, CH2M, headquartered in Meridian, Colorado with offices and staff worldwide, including Los Angeles, has been in business since 1946. On December 15, 2017, CH2M became a wholly owned subsidiary of Jacobs Engineering Group, Inc. and remains fully operational. CH2M is an engineering firm that provides consulting, design, construction, and operations services for various industries and government agencies. CH2M has worked on several Metro projects and has performed satisfactorily.

CH2M's key Metro projects include: Rail Vehicle and Engineering Consulting Services, P2000 Overhaul Support Services, I-5 North Managed Lanes Plans Specifications and Estimates and SR-710 Gap EIS/EIR.

The proposed team is comprised of staff from CH2M and 18 subcontractors, of which 13 are Metro certified SBEs and one DVBE.

DEOD SUMMARY

**LA RIVER BIKE PATH GAP CLOSURE PROJECT TECHNICAL
SERVICES/AE47795000**

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) established a 25% Small Business Enterprise (SBE) and 3% Disabled Veteran Business Enterprise (DVBE) goal for this solicitation. CH2M Hill, Inc. exceeded the goal by making a 25.24% SBE and 4.10% DVBE commitment.

SMALL BUSINESS GOAL	25% SBE 3% DVBE	SMALL BUSINESS COMMITMENT	25.24% SBE 4.10% DVBE
------------------------------------	----------------------------	--	----------------------------------

	SBE Subcontractors	% Committed
1.	2R Drilling	0.90%
2.	Barrio Planners, Inc.	2.97%
3.	D'Leon Consulting Engineers	6.72%
4.	EcoKai Environmental Inc.	0.18%
5.	Epic Land Solutions, Inc.	0.33%
6.	FPL & Associates, Inc.	4.75%
7.	Geo-Advantec, Inc.	0.32%
8.	MA Engineering	6.54%
9.	Martini Drilling	0.12%
10.	Terry A. Hayes Associates, Inc.	0.27%
11.	Urban Strategy Group, Inc.	0.29%
12.	Wagner Engineering & Survey, Inc.	1.65%
13.	Wiltec	0.20%
	Total SBE Commitment	25.24%

	DVBE Subcontractors	% Committed
1.	Virtek Company	4.10%
	Total DVBE Commitment	4.10%

B. Contracting Outreach and Mentoring Plan (COMP)

To be responsive, Proposers were required to submit a Contracting Outreach and Mentoring Plan (COMP) including strategies to mentor two (2) SBE firms and one (1) DVBE firm for protégé development. CH2M Hill, Inc. selected to mentor the following three (3) SBE firms: FPL & Associates, Barrio Planners, Inc. and Urban Strategy Group, Inc. The selected DVBE protégé is Virtek Company.

C. Prevailing Wage Applicability

Prevailing Wage requirements are applicable to this project. DEOD will monitor contractors' compliance with the State of California Department of Industrial Relations (DIR), California Labor Code, and, if federally funded, the U S Department of Labor (DOL) Davis Bacon and Related Acts (DBRA). Trades that may be covered include: surveying, potholing, field, soils and materials testing, building construction inspection, construction management and other support trades.

D. Living Wage Service Contract Worker Retention Policy Applicability

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

E. Project Labor Agreement/Construction Careers Policy

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

PLANNING AND PROGRAMMING COMMITTEE**MOTION BY:**

**MAYOR ERIC GARCETTI, SUPERVISOR GLORIA MOLINA,
AND DIRECTOR MIKE BONIN**

June 18, 2014

Los Angeles River Bikeway Connection

The City and County of Los Angeles have devoted significant time and resources in creating a Los Angeles River Revitalization Master Plan. This Plan incorporates transportation infrastructure as a key element of accessibility and mobility for the LA River, and addresses the need to have a regionally connected bikeway network. The County and many cities in the Los Angeles River Corridor, often with the assistance of the Los Angeles County Metropolitan Transportation Authority (MTA), have implemented major infrastructure and recreation areas along the river, its tributaries, and connecting surface streets.

In May 2014, the U.S. Army Corps of Engineers recommended approval of an ambitious, \$1-billion proposal to restore habitat, widen the river, create wetlands and provide pedestrian access points and bicycle paths along an 11-mile stretch of the LA River north of downtown through Elysian Park. This proposal, known as "Alternative 20," is the starting point for projects that will eventually revitalize all 51 miles of the river, from the San Fernando Valley to Long Beach.

However, the plan does not cover the most significant gap along the Los Angeles River, between the bicycle and pedestrian facilities in the Elysian Valley to the existing LA River Path that connects the City of Maywood to the City of Long Beach. This gap was also identified in MTA's Bicycle Transportation Strategic Plan adopted in 2006.

This gap is located in areas where the LA River is surrounded by active train tracks and industrial uses, which make it difficult to acquire the necessary right-of-way for placement of a bike path and pedestrian access on the river banks.

Recently a conceptual technical study was presented to MTA, which focuses on an "In River Channel Bike Path," similar to the bicycle path along the Arroyo Seco in the City of Los Angeles. As the Regional Transportation Planning Agency, MTA is best suited to coordinate regional, countywide bicycle efforts. A study of this nature will require multi-agency stakeholder coordination, and should include a detailed analysis of potential bicycle, pedestrian, and transit connections to the LA River facilities.

(CONTINUED)

WE, THEREFORE, MOVE that the Board direct the Chief Executive Officer to:

- A. Develop a proposed scope for studying an in-channel bike path design, with logical pedestrian linkages along ingress and egress areas, that connects the missing link from Taylor Yard to the City of Maywood;
- B. Recommend a project timeline and a proposed implementation strategy to advance a comprehensive bike channel study;
- C. Identify and receive input from key stakeholders and study participants;
- D. Report back to the Board in September 2014 on Items A - C and a possible recommendation for implementation.

LA River Bike Path Study Area



LA River Bike Path Gap Closure

Planning and Programming – May 16, 2018

File # 2018-0108



Staff Recommendation

Authorize:

- > Award of technical contract with CH2M Hill, Inc. for \$45,891,279;
- > Approve contract modification authority in the amount of \$6,883,692 and approve authority;
- > Negotiate and enter into an MOU with LA County Department of Public Works (LACDPW); and
- > Negotiate and enter into a Cooperative Agreement with the Cities of Los Angeles and Vernon, and LACDPW.



Project Area

- > Closing 8-mile gap creates 32-mile path from Elysian Valley to Vernon
- > June 2014: Motions at City of Los Angeles and Metro Board to begin Project study
- > September 2016: Feasibility Study completed



Technical Contract

- > Phase 1 – Technical Studies and Concept Design
- > Phase 2 – Environmental Clearance and Design
- > Phase 3 – Final Design and Permitting
- > Phase 4 – Construction Support



Project Timeline



MOU with LACDPW

- > Deliver Project by 2027
 - > Procure Contractor
 - > Technical Contract Construction Support
- > Optional: Technical Contract Phase 3
 - > Construction Documents
 - > Secure permits
 - > Finalize right-of-way acquisitions/ easements



Next Steps

- > Initiate Technical Contract work
- > Execute Task Order for Outreach Contract
- > Execute MOU with LACDPW
- > Execute Cooperative Agreement with Cities of Los Angeles and Vernon, and LACDPW





Metro

Board Report

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

File #: 2018-0186, **File Type:** Contract

Agenda Number: 59.

REGULAR BOARD MEETING JUNE 28, 2018

SUBJECT: DIVISION 20 PORTAL WIDENING TURNBACK PROJECT

ACTION: AWARD CONTRACT

RECOMMENDATION

CONSIDER:

- A. AUTHORIZING the Chief Executive Officer to execute a 5-year cost-plus fixed fee Contract No. AE48636MC074 with DHS Consulting, Inc. to provide Construction Management Support Services for the Division 20 Portal Widening Turnback Project, in an amount not-to-exceed \$13,029,957.91;
- B. APPROVE Contract Modification Authority in the amount of \$2,605,991.82 or 20% of the not-to-exceed contract award value and authorize the CEO to execute individual Contract Modifications within the Board approved Contract Modification Authority.

ISSUE

Construction Management Support Services (CMSS) are required to assist Metro Project staff in management oversight for construction of the Division 20 Portal Widening Turnback Project. Services will be provided from final design through pre-construction activities, construction, and contract close out.

The recommended Board action will provide funding through FY24 when construction of Project must be complete and ready for the Westside Purple Line Extension Section 1 to begin revenue service.

DISCUSSION

On March 23, 2017, the Metro Board of Directors approved the award of a design contract for the Division 20 Portal Widening Turnback Project (DIV 20). The project is required to support four-minute service on the Westside Purple Line Extension (WPLE) in accordance with the project's Full Funding Grant Agreement. DIV 20 will be constructed within an active rail yard while maintaining

operations on the Red and Purple Lines. Construction activities in the yard, particularly at the portal, will need to be phased and coordinated with concurrent projects including the new Emergency Security Operations Center.

DIV 20 is a design-bid-build project. As such, it is beneficial to have additional technical reviews of the bid documents by a construction management consultant team to minimize risks to Metro during construction. The CMSS consultant will provide constructability review of the bid documents, administration, inspection services and technical support during final design, the bid period, construction, and close out phases of the project. The CMSS consultant will provide skilled individuals to assist Metro with the construction management of the project. The consultant team will reside in an integrated project field office with the construction contractor and Metro staff. The CMSS contract work scope is planned and funded on an annual basis until the Life of Project Budget is established.

DETERMINATION OF SAFETY IMPACT

Approval of this item will have no impact on safety.

FINANCIAL IMPACT

This project is funded on a fiscal year basis under Project number 865519 Division 20 Portal Widening Turnback Facility, cost center 8510, under various accounts including Professional/Technical Services and ROW acquisitions. This is a multi-year project requiring expenditure authorizations in fiscal year increments until a Board Authorized Life of Project Budget is adopted. It is the responsibility of the Project Manager and Chief Program Management Officer to budget for this project in future fiscal years.

Impact to Budget

Through FY18, the sources of funds for the recommended actions are Measure R 35% and Cap & Trade Transit and Intercity Rail Capital Program (TIRCP). FY19 funding will use similar sources as FY18. Due to the underground nature of the project work scope, Proposition A or Proposition C funds were not considered and are not included in this authorization request. There is no impact to Operations eligible funding. No other funds were considered.

ALTERNATIVES CONSIDERED

The Board could direct Metro staff to perform construction management tasks with current in-house resources. This alternative would require Metro to divert resources from on-going projects and/or hire multiple full time personnel that are not immediately available or funded.

NEXT STEPS

After Board approval of the recommended action, staff will complete the process to award and execute Contract No. AE48636MC074.

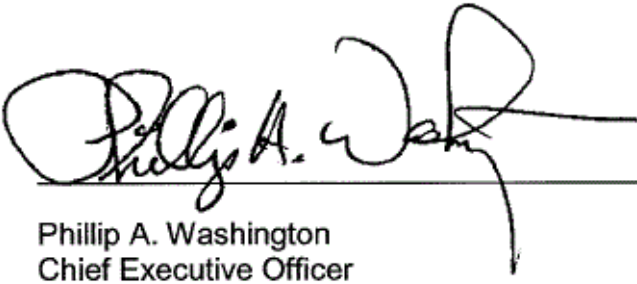
ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Prepared by: Rick Meade, Sr. Executive Officer, Transit Project Delivery (213) 922-7917
Bruce Warrensford, Sr. Director, Contract Administration (213) 922-27338

Reviewed by: Richard Clarke, Chief Program Management Officer (213) 922-7557
Debra Avila, Chief Vendor/Contract Management Officer (213) 418-3051



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

DIVISION 20 PORTAL WIDENING TURNBACK CMSS / AE48636MC074

1.	Contract Number: AE48636MC074	
2.	Recommended Vendor: DHS Consulting, Inc.	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input checked="" type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: December 7, 2017	
	B. Advertised/Publicized: December 6, 2017	
	C. Pre-Proposal Conference: December 19, 2017	
	D. Proposals Due: January 24, 2018	
	E. Pre-Qualification Completed: April 4, 2018	
	F. Conflict of Interest Form Submitted to Ethics: April 9, 2018	
	G. Protest Period End Date: May 19, 2018	
5.	Solicitations Picked up/Downloaded: 25	Proposals Received: 7
6.	Contract Administrator: Diana Dai-Tsang	Telephone Number: 213.418.3310
7.	Project Manager: June Susilo	Telephone Number: 213.922.5232

A. Procurement Background

This Board Action is to approve Contract No. AE48636MC074 issued in support of Division 20 Portal Widening Turnback project. The scope of work for the Construction Management Support Services (CMSS) consultant consists of resident engineering, inspection services, project controls, and other construction management administrative support services as required. The consultant's team shall become part of a fully integrated construction management team working with Metro in the project field office pursuant to the annual work plan, under the direction of Metro. Board approval of contract awards are subject to resolution of any properly submitted protest.

The Request for Proposal (RFP) was issued in accordance with Metro's Procurement Policies and Procedures, and California Government Code §4525-4529.5 for Architectural and Engineering (A&E) services to select the most qualified firm. The contract type is a Cost Plus Fixed Fee (CPFF) and will be a multi-year contract with a term of six years.

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

- Amendment No. 1, issued on December 22, 2017, clarified the proposal due date and submittal requirements;
- Amendment No. 2, issued on January 8, 2018, clarified the proposal due date, Statement of Work and submittal requirements;

A total of seven proposals were received on January 24, 2018.

B. Evaluation of Proposals

A Proposal Evaluation Team (PET) consisting of staff from Metro's Construction Management Department was convened and conducted a comprehensive evaluation of the proposals received.

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

- Experience and Qualifications of the Firms on the Team (35%)
- Skill and Experience of Project Personnel (30%)
- Project Understanding and Approach (35%)

The evaluation criteria are appropriate and consistent with criteria developed for other, similar A&E procurements. Several factors, in order of their relative degree of important, were considered when developing the weightings. Since this is an A&E, qualifications based on procurement to select the most qualified firm, price could not and cannot be used as an evaluation factor pursuant to the state and federal law.

Seven proposals were received from the following firms listed below in alphabetical order:

1. AECOM
2. Arts District Railworks, a Joint Venture (ADR) – (Ramos Consulting Services; Arcadis; Destination Enterprise, Inc.)
3. C2PM
4. DHS Consulting, Inc.
5. Hill Morgner Alliance Group, a Joint Venture – (Hill International; Morgner Construction Management Corp.; The Alliance Group Enterprise, Inc.)
6. PreScience Corporation
7. RailPros, Inc.

During the month of February 2018, the PET team reviewed seven written qualification proposals. Metro met with four proposers for oral presentations on February 28, 2018. The four firms were given the opportunity to present on understandings and approach to CMSS for this project; and skills, qualifications and experience of the management team.

The proposing firms had the opportunity to present their proposed project managers, resident engineer and some of their key members, as well as respond to the PET's questions. In general, each proposer's presentation addressed the requirements of the RFP, experience with all aspects of the required and anticipated tasks, and stressed each proposer's commitment to the success of the project. Each proposing team was asked questions relative to each firm's previous experience performing

work of a similar nature to the Scope of Work presented in the RFP. Sealed cost proposals were received at the time of oral presentations.

After the recommendation of the most qualified proposer was approved by the Executive Officer, Vendor/Contract Management (V/CM), the recommended most qualified proposer's cost proposal was opened. V/CM completed its cost analysis and engaged in negotiations with the recommended proposer.

Qualifications Summary of Recommended Firm:

The final scoring was based on evaluation of the written proposals as supported by oral presentations and clarifications received from the Proposers. The PET ranked the proposals and assessed major strengths, weaknesses and associated risks of each of the Proposers to determine the most qualified firm. The results of the final scoring are shown below:

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	DHS Consulting				
3	Experience and Qualifications of Firms on the Team	90.48	35%	31.67	
4	Skill and Experience of Project Personnel	96.66	30%	29.00	
5	Project Understanding and Approach	90.48	35%	31.67	
7	Total		100%	92.34	1
8	RailPro				
9	Experience and Qualifications of Firms on the Team	87.63	35%	30.67	
10	Skill and Experience of Project Personnel	77.23	30%	23.17	
11	Project Understanding and Approach	95.23	35%	33.33	
13	Total		100%	87.17	2
14	Arts District Railworks				
15	Experience and Qualifications of Firms on the Team	83.80	35%	29.33	
16	Skill and Experience of Project Personnel	86.66	30%	26.00	
17	Project Understanding and Approach	90.48	35%	31.67	
19	Total		100%	87.00	3
20	AECOM				
21	Experience and Qualifications of Firms on the Team	80.00	35%	28.00	

22	Skill and Experience of Project Personnel	80.00	30%	24.00	
23	Project Understanding and Approach	81.91	35%	28.67	
25	Total		100%	80.67	4

All Scores rounded to the second decimal.

The evaluation performed by the PET determined DHS Consulting Inc. as the most qualified firm to provide Construction Management Support Services, as provided in the RFP Scope of Services. DHS Consulting Inc. demonstrated, through their written proposal and oral presentation, that their team has excellent and extensive technical experience managing construction projects required for this Contract. DHS Consulting, Inc. also demonstrated an exceptional, thorough and comprehensive understanding of the project requirements. The team is highly experienced in similar projects and very familiar with the project context, potential issues and mitigations, which are critical to the project's success.

Members of the team providing services to Metro under other contracts may not be eligible to perform certain tasks under this Contract, if their performance would result in a conflict in accordance with Metro's Organizational Conflict of Interest policy.

C. Cost/Price Analysis

The recommended amount has been determined to be fair and reasonable based upon a cost analysis, performed in accordance with Metro procurement policies and procedures, of labor rates, indirect rates and other direct costs. The analysis included, among other things, an independent cost estimate, a comparison with similar firms, an analysis of rates and factors for labor, and other direct costs upon which the consultant will base its billings. In order to prevent any unnecessary delay in contract award, Metro negotiated and established provisional indirect (overhead) rates, plus a fixed fee based on the total estimated cost during the contract term to compensate the consultant.

Audits will be completed, where required, for those firms without a current applicable audit of their indirect cost rates and exclusion of unallowable costs, in accordance with Federal Acquisition Regulations (FAR Part 31). In accordance with FTA Circular 4220.1.f, when an audit has been performed by any other cognizant agency within the last twelve month period, Metro will receive and accept that audit report for the above purposes rather than perform another audit.

Proposer Name	Proposal Amount	Metro ICE	Negotiated or NTE amount
DHS Consulting Inc.	\$11,006,287.88	\$10,060,293.00	\$13,029,957.91 *

*Level of effort for this Contract was revised based on the Scope of Work (SOW) requirements resulting in the increase from the original proposal amount and ICE.

D. Background on Recommended Contractor

The recommended firm, DHS Consulting Inc., a certified DBE Program/Construction Management focused firm, has grown from three to 80 employees over the last five years. DHS has provided program/construction management services to Metro over each of the past five years on the Regional Connectors Project and recently on the Information Technology Project Management Support Services as a prime consultant. Their experience extends to other large projects and clients in California including California High Speed Rail, SANDAG, San Diego MTS trolley, San Bernardino County Transportation Authority, Caltrans, Southern California Edison, Counties and Cities in Southern California.

DEOD SUMMARY

**DIVISION 20 PORTAL WIDENING TURNBACK CONSTRUCTION MANAGEMENT
SUPPORT SERVICES - AE48636MC074**

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) established a 35% Disadvantaged Business Enterprise (DBE) goal for this solicitation. DHS Consulting, Inc. (DHS), a DBE Prime, exceeded the goal by making a 53.81% commitment.

SMALL BUSINESS GOAL		35% DBE	SMALL BUSINESS COMMITMENT		53.81% DBE
	DBE Contractors	Scope of Work	NAICS Codes	Ethnicity	% Committed
1.	DHS Consulting, Inc. (DBE Prime)	Construction Management Support Services	541330 - Engineering Services 541618 - Other Management Consulting Services 541611 – Administrative Management and General Management Consulting	Subcontinent Asian American	47.16%
2.	Coast Surveying, Inc.	Surveying	541370 - Surveying and Mapping (except Geophysical) Services	Hispanic American	0.39%
3.	Diaz Yourman & Associates	Environmental Compliance Monitoring	541620 - Environmental Consulting Services 541690 - Other Scientific and Technical Consulting Services	Hispanic American	0.20%

4.	Ghirardelli Associates, Inc.	Construction Management Support Services	541330 - Engineering Services 541611 - Administrative Management and General Management Consulting 541690 - Other Scientific and Technical Consulting Services	Caucasian Female	3.38%
5.	NSI Engineering, Inc.	Quality Management Services	541611 - Administrative Management and General Management Consulting 541614 - Process, Physical Distribution, and Logistics Consulting Services 541618 - Other Management Consulting Services	Caucasian Female	2.68%
Total Commitment					53.81%

B. Prevailing Wage Applicability

Prevailing Wage requirements are applicable to this project. DEOD will monitor contractors' compliance with the State of California Department of Industrial Relations (DIR), California Labor Code, and, if federally funded, the U S Department of Labor (DOL) Davis Bacon and Related Acts (DBRA). Trades that may be covered include: surveying, potholing, field, soils and materials testing, building construction inspection, construction management and other support trades.

C. Living Wage Service Contract Worker Retention Policy Applicability

Living Wage Service Contract Worker Retention 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.

The CMSS is a professional service contract, therefore PLA/CCP is not applicable. Metro's PLA/CCP is with the Los Angeles/Orange Counties Building and Construction Trades Council and is enforceable on construction contracts in value of \$2.5M and above.