



Metro

Los Angeles County
Metropolitan Transportation Authority

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Los Angeles, CA 90012-2952

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**PLANNING AND PROGRAMMING COMMITTEE
JUNE 18, 2014**

**SUBJECT: TECHNICAL SUPPORT FOR THE VETERANS TRANSPORTATION
AND COMMUNITY LIVING INITIATIVE**

ACTION: APPROVE CONTRACT MODIFICATION

RECOMMENDATION

Authorize the CEO to execute Contract Modification No. 1 to Contract No. PS13RIITS11, with Kimley-Horn and Associates, Inc. in an amount not-to-exceed \$2,000,000. This modification provides additional technical support for the Veterans Transportation and Community Living Initiative (VTCLI), adds twelve months to the schedule, and increases the total contract value from \$500,000 to \$2,500,000.

ISSUE

On November 29, 2013, Metro awarded Contract No. PS13RIITS11 to Kimley-Horn and Associates, Inc. (KHA) to provide project management and technical support services for the VTCLI. KHA completed the initial phase of the program and developed a project plan that was reviewed and accepted by key partners including Access Services and the Department of Veterans Affairs (VA). In order to implement a one-call/one-click service to support veterans, active military, military families, and other transportation disadvantaged populations, the plan, additional resources are needed. The recommended Board action is required to enable Metro to use KHA to continue this endeavor by amending the existing contract scope and budget to reflect the expanded tasks.

DISCUSSION

The Federal Transit Administration (FTA) and the Los Angeles County Service Authority for Freeway Emergencies (LA SAFE) provided funding for the VTCLI Project: \$2,000,000 grant from the FTA with a 20% local match from LA SAFE of \$500,000, totaling \$2.5 million. Based on funding from the FTA and LA SAFE, the VTCLI program provides resources to implement a one-call/one-click service to support veterans, active military, military families, and other transportation disadvantaged populations. The VTCLI program also brings together transportation service providers to tackle veteran and active military mobility issues by bridging the gap between transportation providers, human service agencies, governmental veteran and military service providers, as well

as non-profit veteran and military family support organizations around the problem of transportation for America's veterans and military families.

Metro's VTCLI grant will be used to build on the success of Southern California 511 by improving access to transportation information for veterans, active military, military families, and the residents of Los Angeles County. Additionally, the VTCLI grant will complete capital improvements to 511 for a streamlined and improved traveler information service with dedicated transportation information for veterans, active military personnel, their families, and the residents of Los Angeles County. This project provides an improved high-capacity transit system in a region that is challenged by increasing travel demand and existing traffic congestion.

Project management for the VTCLI program follows a two-phased approach. The first phase, the base contract, focused on developing a plan and identifying potential projects that would offer the greatest benefit in addressing the transportation needs of the 400,000 veterans in Los Angeles County. KHA has successfully developed the VTCLI project management plan (PMP) and project concept report that has outlined the specific projects that will encompass the VTCLI efforts and the comprehensive cost structure required to complete the projects. The project concepts include:

- A web-based veterans mobile application
- A veteran-branded one-click web page as part of go511.com to provide real-time transportation information and access to community living resources
- An open transportation application programming interface (API) powered by 511 that can be used by multiple agencies to make smarter transportation choices
- Fleet-tracking services on all shuttles and buses for the West Los Angeles VA
- Automation of scheduling for Access eligibility appointments
- Interactive kiosks at VA facilities
- Alternative fixed-route information to and from VA facilities
- Real-time arrival displays at VA facilities
- Capital improvements to 511 for streamline and improved traveler information service with dedicated transportation information for veterans, active military personnel, their families, and the residents of Los Angeles County.

A number of these projects are expected to launch Veterans Day, 2014, with the remaining launching by the June 2015 grant deadline. Most of these projects require agreement and concurrence with third parties, including the VA and Access. The first stage of the program thus focused on developing agreements with these key stakeholders. Now that these agreements are in place and the partnerships have been forged, staff is ready to move forward with the second phase which is to develop and implement the projects.

Metro and KHA have been working with the FTA, the VA, LA SAFE, Access, the County of Los Angeles Department of Military and Veteran Affairs, , and other partners. Due to the work and effort of KHA, Metro was able to secure the vital support and partnership of the VA, an achievement that has eluded similar projects across the United States.

Achieving these partnerships has taken significant legwork and the success of this program is hinged on the relationships we have been able to develop with the help of KHA.

The need for ongoing technical work, execution of identified projects and tasks, as well as coordination with stakeholders and the cooperating agencies to execute the VTCLI project has accelerated the schedule and increased the budget by approximately \$2,000,000. These actions are within the funding reserved for the project through a federal grant of \$2,000,000 with a 20% local match of \$500,000. This recommendation is predicated on the unique nature of this grant/program. By not approving this recommendation, Metro will not be able to fulfill the November launch (Veterans Day) and could very likely lose the relationships and progress that have been achieved to date. The requested modification will ensure adequate funding to complete the projects outlined in the PMP and project concept report. These services are considered a critical element working towards the successful completion of all the VTCLI project initiatives by the June 30, 2015 grant deadline.

DETERMINATION OF SAFETY IMPACT

The modification for the technical support of the Veterans Transportation and Community Living Initiative contract will not have any adverse safety impacts on our customers and employees.

FINANCIAL IMPACT

The funding of \$2,000,000 for Technical Support for the VTCLI is included in the FY14 budget, cost center 3352, Motorist Services, under project number 405524. Since this is a multi-year contract/project, the cost center manager and the Executive Director of Congestion Reduction will be responsible for budgeting expenditures in future years.

Impact to Budget

The funding for this project is from the FTA VTCLI grant, which is not eligible for bus and rail operations. The local match of \$500,000 is provided by LA SAFE.

ALTERNATIVES CONSIDERED

The Board could decide not to approve the recommended contract modification. This is not recommended as the grant funds must be expended during FY15. Metro does not have adequate staff and expertise to successfully complete the project initiatives.

NEXT STEPS

Upon Board approval, staff would negotiate and execute a contract modification to the Kimley-Horn and Associates, Inc. contract to initiate this effort.

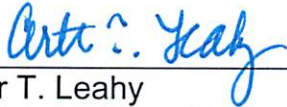
ATTACHMENTS

- A. Procurement Summary
- B. Contract Modifications/Task Order Log
- C. Letter of Concurrence from Department of Veterans Affairs

Prepared by: Melissa Park, Highway Operations Program Administrator,
(213) 922-5409



Stephanie Wiggins
Executive Director
Vendor/Contract Management



Arthur T. Leahy
Chief Executive Officer

**PROCUREMENT SUMMARY
TECHNICAL SUPPORT FOR THE VETERANS TRANSPORTATION AND
COMMUNITY LIVING INITIATIVE**

1.	Contract No.: PS13RIITS11		
2.	Contractor: Kimley-Horn and Associates, Inc.		
3.	Mod. Work Description: Increased Scope and Term of Contract		
4.	Work Description: Additional technical support for the Veterans Transportation and Community Living Initiative (VTCLI)		
5.	The following data is current as of :	March 12, 2014	
6.	Contract Completion Status:		
	Bids Opened	n/a	Financial Status
	Contract Awarded	11/29/13	Contract Award Amount
	Notice to Proceed	n/a	Total of Modifications approved
	Original Completion Date	12/1/14	Pending Modifications (including this action)
	Current Estimated Completion Date	12/1/15	Current Contract Value (with this action)
7.	Contract Administrator: Victor Zepeda	Telephone Number: (213) 922-1458	
8.	Project Manager: Melissa Park	Telephone Number: (213) 922-5409	

A. Procurement Background

This proposed modification is for a not-to-exceed amount of \$2,000,000 and extends the period of performance by an additional twelve months through December 1, 2015.

This contract modification is handled in accordance with Metro's Acquisition Policy and Procedure Manual.

On November 29, 2013, Metro approved award of a task order Contract No. PS13RIITS11 to Kimley-Horn and Associates, Inc. in the not-to-exceed amount of \$500,000 to conduct technical support services for the VTCLI. To date, two task orders have been issued exhausting the contract value.

To date, no modifications have been issued to this contract.

B. Cost/Price Analysis

The final negotiated amount will comply with all requirements of Metro’s Acquisition Policy and Procedure Manual, including fact-finding, clarifications, negotiations, and cost analysis to determine a fair and reasonable price before the task order is executed.

	Proposal Amount	MTA Estimate	Negotiated Amount
1.	\$1,999,900.56	\$2,000,000	TBD

C. Small Business Participation

Kimley-Horn and Associates, Inc. made a 16.20% Disadvantaged Business Enterprise (DBE) Anticipated Level of Participation (DALP) commitment on this task order contract. Two (2) task orders have been issued to date. DBE attainment is based on the aggregate value of all task orders issued. The current DBE participation is 14.76%. For the recommended modification, Kimley-Horn proposed to utilize two (2) additional SBE subcontractors on Task Order 3.

SMALL BUSINESS COMMITMENT	16.20% DBE	SMALL BUSINESS PARTICIPATION	14.76% DBE
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	DBE Subcontractor	Status	% Committed	Current Participation¹
1.	AMMA Transit Planning	Performing	16.20%	14.76%
	Total Commitment		16.20%	14.76%

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

Contract Modifications/Task Order Log

Contract Modifications

No.	Description	Action Date	Value
	Original Contract	11/29/13	\$500,000
1.	Pending Board Approval		\$2,000,000
	Total		\$2,500,000

Task Order Log

Task Order No.	Task Order Description	Task Order Value
1.	Task Order No. 1 provided development of the Project Management Plan for the VTCLI.	\$59,172.63
2.	Task Order No. 2 includes project management, One-click program logo and brand, Mobile application for veteran transportation options, and Development of an open transportation Application Programming Interface.	\$440,204.55
	Task Order Total	\$499,377.18



DEPARTMENT OF VETERANS AFFAIRS
 Greater Los Angeles Healthcare System
 11301 Wilshire Boulevard
 Los Angeles, CA 90073

May 2, 2014

In Reply Refer To: 691/00PA

Melissa Park
 Project Manager, VTCLI
 Los Angeles County Metropolitan Transportation Authority
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 Los Angeles, CA 90012-2952

Bakersfield Community-
 Based Outpatient Clinic
 (661) 632-1888

East Los Angeles Community-
 Based Outpatient Clinic
 (323) 725-7372

Gardena Community-Based
 Outpatient Clinic
 (310) 851-4705

Lancaster Community-Based
 Outpatient Clinic
 (661) 729-8655

Los Angeles Ambulatory
 Care Center
 (213) 253-2677

Oxnard Community-Based
 Outpatient Clinic
 (805) 604-6960

San Luis Obispo Community-
 Based Outpatient Clinic
 (805) 543-1233

Santa Barbara Community-
 Based Outpatient Clinic
 (805) 683-1491

Santa Maria Community-
 Based Outpatient Clinic
 (805) 354-6000

Sepulveda Ambulatory Care
 Center and Nursing Home
 (818) 891-7711

West Los Angeles
 Healthcare Center
 (310) 478-3711

Dear Ms. Park

Thank you for your interest in our Nation's Veterans and the opportunity to benefit from the Los Angeles County Metropolitan Transportation Authority (Metro) Veterans Transportation and Community Living Initiative (VTCLI) program. In general, the VA Greater Los Angeles Healthcare System (GLA) supports the VTCLI program and we look forward to further collaborating with you and your staff on how to best integrate the program's initiatives into GLA's existing services. As we explore the details please keep the following caveats in mind.

1. Website and Mobile Application

- a. GLA must approve all content prior to release

2. Interactive Kiosks

- a. GLA must approve the location of the kiosks prior to installation
 b. GLA may not have funds available to maintain communication services for the kiosks after the two year period paid for by Metro.

3. In-Vehicle GPS and Static Information Displays

- a. GLA currently has in-vehicle GPS capability and is not interested in additional GPS units. However, we are interested in integrating data for display at selected locations.

4. Alternative Transportation Cards

- a. GLA must approve content, design and distribution prior to implementation.

5. Wheelchair Securement Program

- a. GLA must approve all the event location and marketing materials prior to distribution.

We look forward to working with you and your team to improve Veteran access to transportation services in the Greater Los Angeles area. If you have any questions or concerns please call Erik Gutierrez with the Office of Communications and External Affairs at (310)268-3164.

Sincerely,

Donna M. Beiter RN, MSN
 Director