



**Metro**

**PLANNING AND PROGRAMMING COMMITTEE  
JANUARY 17, 2007**

**SUBJECT: CONTRACT FOR FISCAL YEAR 2004 - 06 TRANSPORTATION DEVELOPMENT ACT (TDA) TRIENNIAL PERFORMANCE REVIEWS OF LOS ANGELES COUNTY TRANSIT OPERATORS, INCLUDING METRO OPERATIONS, AND METRO AS THE REGIONAL TRANSPORTATION PLANNING ENTITY**

**ACTION: AWARD CONTRACT TO THE FIRM OF BOOZ, ALLEN HAMILTON, INC.**

**RECOMMENDATION**

Authorize the Chief Executive Officer to award a contract to Booz, Allen Hamilton Inc. to conduct the fiscal year (FY) 2004-06 Triennial Performance Reviews of Los Angeles County transit operators, including Metro Operations, and of the Los Angeles County Metropolitan Transportation Authority (Metro) as the regional transportation planning entity (RTPE) for the fixed price of \$594,343.

**RATIONALE**

Public Utilities Code (PUC) Section 99346 requires that Metro conduct an independent performance review of all Los Angeles County transit operators, including Metro Operations, eligible to receive state Transportation Development Act (TDA) Article 4 funds. The same requirement also calls for an independent performance review of the activities of Metro as the RTPE for Los Angeles County.

The required performance reviews for Los Angeles County transit operators and for Metro as the RTPE are required every three years. All Los Angeles County transit operators who receive TDA Article 4 funds must be audited as prescribed in the PUC. The present schedule calls for the FY 2004-06 Triennial Performance Review to be completed and forwarded to the State of California by the second Quarter of FY 2008.

The Triennial Performance Reviews serve as management tools for Los Angeles County transit operators and Metro to review service operation and administrative functions. Triennial Performance Review findings may provide direction to Metro and the transit operators towards making transit service delivery and management functions more efficient.

Moreover, the Triennial Performance Review of Metro's role as the RTPE will focus on Metro's planning and programming functions, funds administration, oversight, legislative and managerial performance. The Metro Countywide Planning and

Development division is responsible for implementing the activities required from Metro as Los Angeles County's regional transportation planning and programming entity. As part of the Review for this cycle, the contractor will be expected to analyze Countywide Planning's structure in relation to the industry standards and determine whether Countywide Planning's current job classifications and compensation series reflect current market and industry standards.

### **FINANCIAL IMPACT**

Funding of \$594,343 is included in the Metro FY 06 Budget under Countywide Planning cost center 4430, project 405510, task 01.03, line item 50316, Professional Services. As this contract will continue into the next fiscal year, the cost center manager and Chief Planning Officer will be accountable for budgeting the cost in FY 2008. As the cost of the Triennial Performance Reviews is an eligible TDA expense, funds to pay for the reviews are deducted from Metro's TDA administration apportionment.

### **ALTERNATIVES CONSIDERED**

The Board of Directors may choose not to award a contract as recommended, and may choose instead to direct us to seek another contractor. However, we do not recommend this alternative action, as we believe that the recommended contractor is qualified and capable of helping us to stay on schedule for completing and forwarding the required FY 2004-06 Triennial Performance Reviews to the State of California by the second Quarter of FY 2008. The State of California requires that an independent contractor conduct the Triennial Performance Reviews. Metro must complete the legally required Triennial Performance Reviews in a timely fashion, so that Los Angeles County recipients may continue to receive TDA funding.

### **ATTACHMENT**

- A Procurement Summary
- A-1. Procurement History

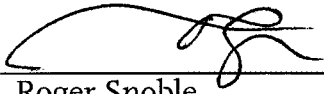
Prepared By: Armineh Saint, Transportation Planning Manager  
Local Programming

Nalini Ahuja, Director of Local Programming  
Programming and Policy Analysis



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Carol Inge  
Chief Planning Officer



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Roger Snoble  
Chief Executive Officer

**BOARD REPORT ATTACHMENT A  
PROCUREMENT SUMMARY**

**FY2004 THRU FY2006 TRIENNIAL PERFORMANCE REVIEW**

1.	Contract Number: PS-4310-1268-01-3-1 (Task Order)		
2.	Recommended Vendor: BOOZ-ALLEN-HAMILTON		
3.	Cost/Price Analysis Information: N/A		
	A. Bid/Proposed Price: \$649,886	Recommended Price: \$594,343.00 (BAFO)	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Firm-Fixed Price		
5.	Procurement Dates: 10/13/2006		
	A. Issued: 10/13/2006		
	B. Advertised: N/A – (Metro Countywide Planning Bench Contract Discipline #12 – Transportation Planning)		
	C. Pre-proposal Conference: 10/24/2006		
	D. Proposals Due: 11/21/2006		
	E. Pre-Qualification Completed: Pending –12/05/2006		
	F. Conflict of Interest Form Submitted to Ethics: Yes		
6.	Small Business Participation: Pending –12/07/2006		
	A. Bid/Proposal Goal: SBE Goal 20%	Date Small Business Evaluation Completed: 12/07/2006	
	C. Small Business Commitment: 20% Details are in Attachment A-2 The contractor exceeded the SBE goal of 20%, and committed to meeting a SBE participation level of 25.51% SBE		
7.	Invitation for Bid/Request for Proposal Data: Yes		
	Notifications Sent: 15 Firms	Bids/Proposals Picked up: N/A	Bids/Proposals Received: 2
8.	Evaluation Information: Yes		
	A. Bidders/Proposers Names:  Booz Allen Hamilton, Inc. Cambridge Systematics	Bid/Proposal Amount: \$ 649,886.00 \$ 498,832.00	Best and Final Offer Amount: \$594,343.00
	B. Evaluation Methodology: Qualifications Details are in Attachment A-1.C		
9.	Protest Information: N/A		
	A. Protest Period End Date: 01-26-2007		
	B. Protest Receipt Date: N/A		
	C. Disposition of Protest Date: N/A		
10.	Contract Administrator: Barbara A. Gatewood	Telephone Number: 922-7317	
11.	Project Manager: Armineh Saint	Telephone Number: 922-2369	

**BOARD REPORT ATTACHMENT A-1  
PROCUREMENT HISTORY**

**FY2004 THRU FY2006 TRIENNIAL PERFORMANCE REVIEW**

**A. Background on Contractor**

Booz-Allen-Hamilton is a leading consulting firm offering technology, and management consulting services that serve federal, state, local government, and private industry. Booz-Allen-Hamilton has been in business for over 90 years. This firm focuses on helping clients manage for performance results, and implement technology as an enabler for improved operations and mission fulfillment. Performance reviews are a significant part of their business. Booz-Allen-Hamilton, Inc. has provided service to the MTA and its predecessor agencies continuously since 1981. Including conducting the previous Triennial Performance Audit for MTA; Booz-Allen-Hamilton has provided Transit Security Study; UFS Implementation Oversight, Congested Corridors, RSTI Performance Measurement studies all under contract, and has provide satisfactory service to Metro to this date.

Booz-Allen-Hamilton Inc. has performed well over 100 performance audits of transit operators in California, Texas, Pittsburgh, and Maryland. In addition to the Los Angeles County Triennial Performance Audit the company also conducted the San Diego, Orange County and Sacramento County performance audits in 2001. In the last three years, similar studies were completed in Houston, Pittsburgh, Baltimore and Chicago. Booz-Allen-Hamilton, Inc.'s experience with Metro over the past several years has provided the company with solid insight into MTA operations, data availability, internal priorities and outside events which impact performance.

**B. Procurement Background**

This RFP, in support of the FY2004 thru FY2006 Triennial Performance Review, is a competitive negotiated procurement with standard terms and conditions as issued under the Metro County-Wide Consultant Planning Bench Contract.

The contract will be awarded as a FFP Task Order under the Consultant Planning Bench.

The Diversity and Economic Opportunity Department recommended a twenty percent (20%) SBE Goal for this procurement.

**C. Evaluation of Proposals**

The solicitation was issued in accordance with the Procurement Policy Manual. A Source Selection Committee was convened and conducted a comprehensive technical evaluation of the proposals. Two proposals were received and both are considered responsive; however, based on the evaluation criteria stipulated within the RFP solicitation requirements, Booz-Allen-Hamilton Inc. received the highest score ranking.

D. Cost/Price Analysis Explanation of Variances

The recommended price has been determined to be fair and reasonable based upon a price analysis, independent cost estimate, and an extensive technical review. Based on lower labor hours, the recommended price is 1.23% less than Metro's internal independent cost estimate.

**BOARD REPORT ATTACHMENT A-2  
LIST OF SUBCONTRACTORS**

**FY2004 THRU FY2006 TRIENNIAL PERFORMANCE REVIEW**

**PRIME CONTRACTOR – Booz-Allen-Hamilton, Inc.**

<u>Subcontractors</u>	<u>Small Business Commitment</u>
Matt and Associates	17.56%
Frank Cardenas & Associates	3.91%
Schafer Consulting	4.04%
Nancy Whelan Consulting	0%
Total Commitment	<u>25.51%</u>

