



**Metro**

Los Angeles County  
Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

**36**

**OPERATIONS COMMITTEE  
NOVEMBER 20, 2008**

**SUBJECT: ARCHITECTURE/ENGINEERING SERVICES FOR THE PROPOSED  
UNION DIVISION BUS MAINTENANCE AND OPERATIONS FACILITY**

**ACTION: AWARD CONTRACT FOR DESIGN AND ENGINEERING OF THE UNION  
DIVISION**

**RECOMMENDATIONS**

Authorize the Chief Executive Officer (CEO) to:

- A. Award and execute a firm fixed price Contract No. OP-3340-2180 to Maintenance Design Group (MDG) for Architecture/Engineering (A/E) Services, Tasks 1 through 6, for the Union Division Bus Maintenance and Operations Facility, in a not-to-exceed amount of \$5,432,774;
- B. Award and execute a time-and-materials Contract No. OP-3340-2180 to MDG for A/E Services, Tasks 7 and 8, for the Union Division Bus Maintenance and Operations Facility, in a not-to-exceed amount of \$1,360,077; and,
- C. Execute contract modifications to Contract No. OP-3340-2180, for the Union Division Project for Contract Modification Authority (CMA) amount not-to-exceed \$750,000.

**RATIONALE**

At its September 25, 2008 meeting, the Board approved the Union Division Project, allowing staff to engage an A/E firm to provide architecture, engineering, design and construction support services. As currently planned, the Union Division Project will be constructed using the Design-Bid-Build (D/B/B) contracting process. Under the D/B/B process, it is required that the construction bid documents include approved and 100 percent complete construction drawings and documents. An A/E firm is required to provide the necessary construction documents, construction administration and prepare record drawings as the engineers of record. This contract is needed to provide those critical services.

**Discussion**

Staff previously prepared a *Union Division Conceptual Design Report* (CDR) that determined the Union Division Project's layout and functional elements. As currently planned, the Union Division Project will be located on an approximate 8.25 acre site using

all of the Terminal 31 facility, a portion of Material Support and Services Center (MSSC), and the required vacation of Lyon Street that passes through Terminal 31 and MSSC. These properties are generally located at the intersection of Cesar Chavez Avenue and Vignes Street. Currently, Terminal 31 is used as a temporary layover facility and area for bus and truck instruction. These functions would temporarily move to our Temple/Beaudry location and proposed 410 Center Street, respectively.

The Union Division Project will maintain and operate a mixed fleet of approximately 200 compressed natural gas buses, and will be designed to accommodate 40-, 45- and 60-foot buses. The Union Division Project will include three levels of bus and automobile parking, an administrative building, maintenance shop and all associated maintenance equipment. We are also incorporating a publicly accessible alternative fueling station and the Central Cash Counting Facility into the Union Division Project. The Union Division Project will be designed to achieve, at a minimum, a Leadership in Energy and Environmental Design (LEED) "Silver" Rating and be a modern, sustainable and aesthetically attractive facility.

#### Scope of Work for A/E Services

Staff issued a Request for Proposal (RFP) for the required A/E services for the Union Division Project. We received three proposals, interviewed two highly qualified teams and selected MDG through a qualifications based selection process. MDG will work closely with our staff and be responsible for all engineering and design documents relative to the proposed facility.

MDG will design the Union Division Project per the CDR, including incorporating any mitigation requirements related to the *Union Division Initial Study/Mitigated Negative Declaration*, as well as any required additional functions that staff may identify. The design will utilize state of the art, creative and sustainable design solutions. The Union Division Project A/E Services milestones will include the following tasks:

#### FIRM-FIXED PRICE MILESTONES

- Task 1: Space Need Verification
- Task 2: Revised Schematic Designs
- Task 3: Design and Construction Documents
- Task 4: Sustainable Building Design
- Task 5: Constructability Reviews
- Task 6: Third Party Approvals/Permitting

#### TIME-AND-MATERIALS MILESTONES

- Task 7: Bid and Award Support
- Task 8: As-Needed Construction Support

Altogether, the Union Division Project's engineering and design work should be completed by December 31, 2009 and construction of the Union Division Project should be completed by December 31, 2011. Our approach to meeting the project schedule is to do early site preparation prior to mobilization of the primary Union Division construction contractor by

preparation of an “Early Sitework Bid Package” to include utility relocations, grading and other site preparation work. The design and construction management of the Union Division Project will be performed using a combination of Facilities-Operations staff and MDG and may also include our existing Project Management Assistance (STV, Inc.) and Construction Management Support Services (Jacobs/Carter-Burgess) consultants, if deemed necessary.

We are also working with the City of Los Angeles Department of Recreation and Parks to develop a feasible and practical “green” rooftop alternative for the Union Division Project. The alternatives range from a rooftop garden to a fully functional rooftop park. This alternative would be considered on a proposed fourth floor of the parking structure. The City would be responsible for all design and construction costs related to this alternative. We would ensure that this alternative does not interfere or conflict with the main purpose of our building – a fully functional bus maintenance and operations facility.

Staff is ready to proceed with Union Division’s design as a landmark project critical to increasing efficiency, improving operations and expect it to set precedence for bus operations and maintenance facilities in the United States with respect to sustainable design and urban architecture.

#### Next Steps

Upon approval, we will initiate a Notice to Proceed (NTP) with MDG by December 26, 2008. Design activities are scheduled to be completed within twelve months from issuing NTP. Union Division construction is expected to be completed by December 2011.

Staff will continue working with several City of Los Angeles Departments, including: (1) Department of Recreation and Parks to develop a feasible and practical “green” rooftop alternative; (2) Department of Transportation to vacate Lyon Street; and, (3) Department of Water & Power to relocate overhead utilities on Cesar Chavez between Vignes and Lyon Streets and any underground utilities on Lyon Street.

#### FINANCIAL IMPACT

The funding to complete the final design drawings and construction documents for the Union Division Project is included in the FY09 Budget in Cost Center 3344, Contracts and Administration, under Capital Project 202001, Union Division. Since this is a multi-year project, the Cost Center Manager and Chief Operations Officer will be responsible for budgeting this cost in future fiscal years.

#### ALTERNATIVES CONSIDERED

The Board could elect to: (1) recommend using our staff to engineer, design and support construction of the Union Division Project; or, (2) not authorize the CEO to award and execute the A/E Services contract. Both of these options are not viable because we do not have sufficient resources or staff expertise to perform the necessary architectural and engineering services required for a project of this scale. It is therefore necessary to contract

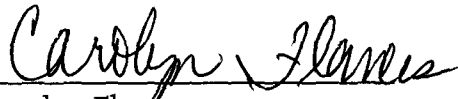
with outside architects and engineers for this high priority and much needed bus facility expansion project.

Staff analyzed various potential design and construction project delivery methods, including D/B/B, Design/Build (D/B), Construction Management/General Contractor and Construction Management at-Risk. Although staff selected D/B/B for various reasons, we still have the potential to use a combination of alternative contracts and project delivery methods. For example, one alternative is to design and engineer the parking structure to 30%, and issue an RFP based on the alternatives mentioned above while design and engineering of our other buildings continue under D/B/B. Staff will continue to explore these opportunities to see if we can save time and/or money during design development and construction.


### ATTACHMENTS

- A. Procurement Summary
- A-1. Procurement History
- A-2. List of Subcontractors

Prepared by: Manuel Gurrola, Project Manager, Facilities-Operations  
Ed Velasquez, Senior Contract Administrator  
Tim Lindholm, Director of Capital Projects, Facilities-Operations



Carolyn Flowers  
Chief Operations Officer



Roger Snoble  
Chief Executive Officer

**BOARD REPORT ATTACHMENT A  
PROCUREMENT SUMMARY**

**ARCHITECTURE/ENGINEERING SERVICES FOR THE PROPOSED UNION DIVISION  
BUS MAINTENANCE AND OPERATIONS FACILITY**

1.	Contract Number: OP3340-2180		
2.	Recommended Vendor: Maintenance Design Group		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: \$ 8,201,430	Recommended Price: \$ 6,792,851	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Firm Fixed Price-Milestones 1 to 6, with T&M Ceiling for M/S 7 &8		
5.	Procurement Dates:		
	A. Issued: May 19, 2008		
	B. Advertised: May 23, 2008		
	C. Pre-proposal Conference: June 6, 2008		
	D. Proposals Due: July 10, 2008		
	E. Pre-Qualification Completed: August 12, 2008		
	F. Conflict of Interest Form Submitted to Ethics: Sept. 11, 2008		
6.	Small Business Participation:		
	A. Bid/Proposal Goal: 15% SBE	Date Small Business Evaluation Completed: March 26, 2008	
	B. Small Business Commitment: 17.27 % Details are in Attachment A-2		
7.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent: 61 notifications sent	Bids/Proposals Picked up: 35 solicitation packages	Bids/Proposals Received: 3 proposals received
8.	Evaluation Information:		
	A. Bidders/Proposers Names: Leo A. Daly Maintenance Design Group STV, Inc.	<u>Bid/Proposal Amount:</u> \$ (N/A) \$ 8,201,430 \$ (N/A)	<u>Best and Final Offer Amount:</u> \$6,792,851
	B. Evaluation Methodology: Per Procurement Policies & Procedures Chapter 10 Architectural & Engineering Services - Details are in Attachment A-1.C		
9.	Protest Information: None to date		
	A. Protest Period End Date: November 12, 2008		
	B. Protest Receipt Date: None to date.		
	C. Disposition of Protest Date: Not applicable		
10.	Contract Administrator: Ed Velasquez	Telephone Number: 213/922-7315	
11.	Project Manager: Manuel Gurrola	Telephone Number: 213/922-8889	

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

**ARCHITECTURE/ENGINEERING SERVICES FOR THE PROPOSED UNION DIVISION  
BUS MAINTENANCE AND OPERATIONS FACILITY**

**A. Background on Contractor**

The selected firm, Maintenance Design Group, Inc., (MDG), is a professional consulting firm that specializes in the planning and design of transit, public works, utility and governmental operating and maintenance facilities. The firm, established in 1995, is located in Denver, Houston and Baltimore. Drawing upon a foundation of specialized knowledge, expertise and understanding, the MDG team of professionals combine innovative approaches with emerging technologies and solid information to provide optimal facility solutions.

A leader in its field, MDG provides specialized services throughout the facility planning and design processes which are critical in enabling clients to achieve their operational goals. These services include:

- Project Management;
- Space Programming;
- Site Analysis ;
- Master Planning;
- Conceptual Design;
- Equipment Selection and Coordination; and
- Value Engineering.

Well aware of the increasing fuel and utility costs, MDG works to maximize energy efficiencies into its designs. MDG team members have participated in more than a dozen LEED-certified operation and maintenance facility projects. Over the past seven years, MDG has been involved in more than 250 successful operation and maintenance facility projects. These projects range from studies, to master plans and conceptual design, to final design and construction projects.

*Engagements with the Los Angeles County Metropolitan Transportation Authority:*

MDG has successfully completed the Master Plan for Division 9, the Los Angeles Metro Union Division Conceptual Design, the LAX Division Master Plan and the Division 3 Master Plan.

*Engagements with other public agencies:*

MDG was retained to design a facility to accommodate a 400 Bus Integrated Bus Maintenance Facility for the Regional Transportation Commission of Las Vegas Nevada.

MDG was selected through competitive process to provide comprehensive planning for the 250 bus operating facility for Phoenix Public West Transit.

Gold Coast Transit Bus Operations and Maintenance Facilities Master Plan Study, Oxnard, CA; Antelope Valley Transit Authority Bus Operations and Maintenance Facility, Lancaster, CA; Regional Transportation District Elati LRV Maintenance Facility, Denver, CO; Kenosha Transit Bus Operations and Maintenance Facility, Kenosha, WI.

## **B. Procurement Background**

At its September 25, 2008 Meeting, the Board approved the Union Division Project, allowing staff to engage an A/E firm to provide architecture, engineering, design and construction support services.

In order to provide these services, our Source Selection Committee issued an RFP for Architectural and Engineering services. The procurement process followed the standard guidelines for the selection and engagement of Architectural and Engineering firms. Under this process, contracts are awarded to firms on the basis of their demonstrated competence, and on their professional qualifications necessary for the satisfactory performance of the required services. The selected firm ranking highest in qualifications then enters into negotiation with us to arrive at a fair and reasonable compensation for the project.

The contract will be issued as a Firm Fixed Price for the Design Phase, Milestones 1 through 6, at a price not-to-exceed \$5,432,774.

Due to the extended term of the engagement, the Source Selection Committee finds it prudent to include a contract option whereby Milestones 7 and 8 may be exercised by the Project Manager in the out years 2010 and 2011 of the project. The option will be issued as a Not to Exceed Time and Material amount of \$1,360,077. Milestones 7 and 8 will be exercised as needed by the Program Manager and the level of effort will be issued as work releases against each of the Milestones for the Construction Support Phase of the engagement. The contract shall be awarded for a not to exceed amount of \$6,792,851.

The firm proposed for this engagement has committed to the Small Business requirement in the solicitation. Furthermore, the firm has a history of the inclusion of small businesses in its projects.

## **C. Evaluation of Proposals**

The solicitation was conducted in accordance with our Procurement policies and procedures for the engagement of Architectural and Engineering firms. Once the highest ranked firm was determined, their price proposal was reviewed and the Source Selection Committee engaged Management Audit Services to assess the MDG price proposal. The proposal was found to be reasonable for firms of comparable size engaged in similar projects. Our Estimating Department was also engaged to conduct an assessment of proposed labor hours and reported their finding to the Source Selection Committee. The Source Selection Committee reviewed the proposed firm's work at other agencies which provided insight into the reasonableness and consistency of the proposed prices and the high quality of services rendered for like projects.



Other respondents to the RFP:

STV, Inc., a well known and qualified A/E Services firm, placed second in rankings.

Leo A. Daly's technical proposal was determined to be non-responsive to the experience requirements for the core staff skill sets called for in the solicitation. Direct discussion with representatives of the firm confirmed our Source Selection Team findings, and the firm was notified that it was no longer in the competitive range of responders to the RFP.

**D. Cost/Price Analysis Explanation of Variances**

Three firms submitted competitive technical proposals, however, in accordance with our policy for the evaluation of firms for Architectural and Engineering contracts, only the most qualified competitor's cost proposal may be requested and analyzed by us for fairness and reasonableness.

The recommended price has been determined to be fair and reasonable based upon the complexity of the engagement and a market analysis for comparison of prices charged to other agencies for comparable work. At the request of the Contracting Officer and the Source Selection Committee, cost and price data was also assessed by our Estimating and Audit groups. The recommended contract amount was arrived at through negotiations with MDG and found to be fair and reasonable.

**BOARD REPORT ATTACHMENT A-2  
ARCHITECTURE/ENGINEERING SERVICES FOR THE PROPOSED UNION DIVISION  
BUS MAINTENANCE AND OPERATIONS FACILITY**

**LIST OF SUBCONTRACTORS**

**PRIME CONTRACTOR – Maintenance Design Group, Inc.**

Small Business Commitment

Other Subcontractors

Gonzales Suarez Assoc.	1.37%
W2 Design	5.89%
C&J Technical Services	9.94%
Diaz-Yourmen	<u>0.07%</u>
<b>Total Commitment</b>	<b>17.27%</b>

RNL  
Huitt-Zollars  
Ambient Energy  
Jacobus & Yuang, Inc.  
Parking Design Group  
Fuel Solutions