



July 13, 2017

To: Transit Committee

From: Darrell Johnson, Chief Executive Officer 

Subject: Federal Transportation Program Strategic Regulatory and Funding Consulting Services

Overview

Consultant services are needed to provide high-level strategic advice and consultation to the Orange County Transportation Authority as the subject matter expert for a wide variety of federal transportation programs, regulatory processes, and funding sources at all levels in the Federal Executive branch of government. Proposals were received and evaluated in accordance with the Orange County Transportation Authority's procurement policy and procedures for professional and technical services. Approval is requested to negotiate and execute an agreement for these services.

Recommendations

- A. Approve the selection of Cardinal Infrastructure, LLC, as the firm to provide strategic consultation to the Orange County Transportation Authority on federal transportation program development, regulatory, and funding processes.
- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-7-1700 between the Orange County Transportation Authority and Cardinal Infrastructure, LLC, in the amount of \$318,000, to provide strategic consultation to the Orange County Transportation Authority on federal transportation program development, regulatory, and funding processes, for a two-year term.

Discussion

Since 2011, the Orange County Transportation Authority (OCTA) has benefitted from the guidance and consultation provided by a federal strategic consultant team procured to further the OC Streetcar project through the Federal Transit Administration's (FTA) New Starts process. The FTA-targeted consultant

service provided OCTA with the strategic assistance needed to navigate FTA's design, engineering, and construction phases, as well as assistance in securing a full funding grant agreement in accordance with the New Starts Section 5309 Capital Investment Grant Program. The existing agreement with Cardinal Infrastructure, LLC (Cardinal) expires July 31, 2017.

To broaden the benefits of this service to the agency, the scope of work for a federal strategic consultant was expanded from an FTA-specific consulting service to one that can represent the agency's multimodal interests at all levels throughout the Federal Executive branch of government, including United States Department of Transportation and other federal departments. To ensure the agency's top initiatives are delivered efficiently and cost-effectively, and to maximize the opportunities provided by the federal government, the federal strategic consultant is to provide high-level strategic advice and consultation on a wide variety of federal transportation programs, regulatory processes, and funding sources, including those from FTA and Federal Highways Administration.

Consultant services will also include support on grant and credit assistance programs, such as Transportation Infrastructure Finance and Innovation Act, Railroad Rehabilitation Improvement Financing programs, Transportation Investment Generating Economic Recovery, and Fostering Advancements in Shipping and Transportation for the Long-term Achievement of National Efficiencies programs. The federal strategic consultant team will allow OCTA to maximize opportunities available at the federal level and effectively address potential issues and events occurring in Washington, D.C.

Procurement Approach

This procurement was handled in accordance with OCTA's Board of Directors (Board)-approved procedures for professional and technical services. In addition to cost, many other factors are considered in an award for professional and technical services.

Request for Proposals (RFP) 7-1700 was issued electronically on CAMM NET on April 24, 2017. The project was advertised on April 24 and May 1, 2017, in a newspaper of general circulation. No questions were received on this RFP and no addenda were issued.

On May 22, 2017, only one proposal was received. The proposal was from Cardinal Infrastructure, LLC. The proposal introduced former OCTA employee, Richard Bacigalupo, to the consultant team in October 2017, which is in keeping with Article 21 Prohibited Interests in OCTA's Contract Agreements that restrict

former agency employees from working under contract for a period of one year after departure. The addition of Mr. Bacigalupo brings to the Cardinal team local presence, and an understanding of the agency's local programs, top initiatives and funding needs.

The Government Relations and Contracts Administration and Materials Management (CAMM) departments reviewed the proposal received from Cardinal and determined that it meets the qualifications, staffing needs, and requirements of the scope of work for this project.

In accordance with OCTA's procurement policies and procedures, a single proposal received for a procurement over \$50,000 requires OCTA's Internal Audit Department (Internal Audit) to conduct a review to determine if there was adequate competition. Based on Internal Audit's review, the procurement was handled in a fair and competitive manner. In addition, CAMM contacted several vendors who downloaded the RFP from OCTA's CAMM NET website to inquire why they did not submit proposals. Most of the firms contacted indicated that they did not propose either because they did not have the expertise in the scope of work or were busy with other projects on hand.

Furthermore, CAMM also conducted a price analysis. A Best and Final Offer was issued on June 21, 2017, to include an extended term of the contract from 18 to 24 months, which was reviewed by the evaluation committee. The price proposed by Cardinal appears to be fair and reasonable, consistent with the scope of work.

The contract will be firm-fixed priced for a term of two years in the amount of \$318,000.

Fiscal Impact

The project was approved in OCTA's Fiscal Year 2017-18 Budget, Government Relations Department, Account No. 0017-7519-M0Z01-TYV.

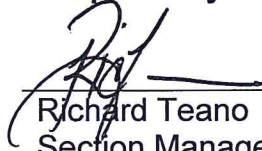
Summary

Based on the information provided, staff recommends the Board authorize the Chief Executive Officer to negotiate and execute Agreement No. C-7-1700 between OCTA and Cardinal, in the amount of \$318,000, to provide strategic consultation to OCTA on federal transportation program development, regulatory, and funding processes, for a two-year term.

Attachment

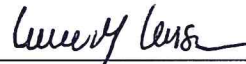
None.

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