




September 9, 2019

To: Members of the Board of Directors 
From: Darrell E. Johnson, Chief Executive Officer
Subject: Approval to Release Request for Proposals for On-Call Traffic Engineering and Intelligent Transportation Systems Services

Overview

The Orange County Transportation Authority has developed a request for proposals to initiate a competitive procurement process to retain consultants to provide traffic engineering and intelligent transportation systems services for regional traffic signal synchronization projects.

Recommendations

- A. Approve the proposed evaluation criteria and weightings for Request for Proposals 9-1513 for selection of consultants for on-call traffic engineering and intelligent transportation systems services.
- B. Approve the release of Request for Proposals 9-1513 for selection of consultants for on-call traffic engineering and intelligent transportation systems services for regional traffic signal synchronization projects.

Discussion

The Orange County Transportation Authority (OCTA) is seeking proposals to establish a new bench of qualified on-call consultants to perform traffic engineering and intelligent transportation services. This on-call consultant bench will support the traffic engineering and intelligent transportation system services for OCTA as part of Measure M2 (M2) Project P and implement multiple Regional Traffic Signal Synchronization Program (RTSSP) projects over a five-year period. Projects are determined through the competitive call for projects (call) process.

As part of the application to request funding for RTSSP projects through the call, an applicant agency can designate OCTA as the lead agency. OCTA then administers the project using consultants from the on-call bench. Historically, OCTA has led 36 out of the 88 RTSSP projects that were awarded from the last eight calls.

The current consultant bench was established in 2014. OCTA has exercised the available contract option terms, and support is needed to assist with upcoming local agency projects. A new on-call list of consultant firms is now requested to replace the current bench. The contracts awarded under this procurement will provide OCTA the flexibility of engaging multiple firms to deliver simultaneous traffic signal synchronization projects.

Procurement Approach

The OCTA Board of Directors (Board)-approved procurement policies and procedures require that the Board approve all Requests for Proposals (RFP) over \$1,000,000, as well as approve the evaluation criteria and weightings. Staff is submitting for Board approval the draft RFP, and evaluation criteria and weightings, which will be used to evaluate proposals in response to the RFP.

Multiple firms will be selected from this solicitation and each firm will have an initial five-year term and two one-year option terms. Specific work assignments will be awarded as fixed-priced contract task orders (CTOs). CTOs shall be awarded sequentially based on each firm's final ranking through the evaluation process.

The evaluation criteria and weights are as follows:

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|-------------------------------------|------------|
| ▪ Qualifications of the Firm | 40 percent |
| ▪ Staffing and Project Organization | 40 percent |
| ▪ Work Plan | 20 percent |

The evaluation criteria are consistent with weightings developed for similar on-call architectural and engineering (A&E) procurements. Several factors were considered in developing the criteria weights. Staff assigned the greatest level of importance to staffing and project organization, as the qualifications of the project manager and other key task leaders and their availability are most important to the timely delivery and successful performance of the project.

Likewise, staff assigned a high level of importance to the work plan as the technical approach to the project is critical to the successful performance of the project. The qualifications of the firms in performance of work of similar scope and size is also very important to the success of the project. As this is an A&E procurement, price is not an evaluation criterion pursuant to state and federal laws.

The RFP will be released upon Board approval of this recommendation.

Fiscal Impact

The funding for this project is included in OCTA's Fiscal Year 2019 – 20 Budget, Planning Division Account 0017-7519-SPF27/28/29-P57. The program is funded through the Orange County Local Transportation Authority, M2.

Summary

Board approval is requested to release RFP 9-1513 for consultant services for on-call traffic engineering and intelligent transportation systems services for RTSSP projects.

Attachment

- A. Draft Request for Proposals (RFP) 9-1513, Consultant Services for On-Call Traffic Engineering and Intelligent Transportation Systems Services

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