



October 10, 2019

To: Transit Committee

From: Darrell E. Johnson, Chief Executive Officer

Subject: Agreement for Federal Strategic Regulatory and Funding Consulting Services

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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. The procurement was handled in accordance with the Orange County Transportation Authority's procurement policies 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-9-1360 between the Orange County Transportation Authority and Cardinal Infrastructure, LLC, in the amount of \$318,000, for a two-year term, to provide strategic consultation to the Orange County Transportation Authority on federal transportation program development, regulatory, and funding processes.

Discussion

Since 2015, the Orange County Transportation Authority (OCTA) has benefitted from the guidance and consultation provided by a federal strategic consultant team. Notably, the services provided have helped further the OC Streetcar project through the Federal Transit Administration's (FTA) New Starts process, helped navigate FTA's design, engineering and construction phases, and

assisted in securing a full funding grant agreement in accordance with the New Starts Section 5309 Capital Investment Grant Program.

To broaden the benefits of this service to the agency, the scope of work for a federal strategic consultant was expanded in 2017 from an FTA-specific consulting service to one that can represent the agency's multimodal interests at all levels of the Federal Executive branch of government, including the Federal Highway Administration. The expanded scope has ensured OCTA's top initiatives are delivered efficiently and cost-effectively, and aided the effort to secure a loan made available through the Transportation Infrastructure Finance and Innovation Act (TIFIA) to support the construction of the Interstate 405 Improvement Project.

The federal strategic consultant will provide high-level strategic advice and consultation on a wide variety of federal transportation programs, regulatory processes, and funding sources. These services also include support on grant and credit assistance programs, such as TIFIA, Railroad Rehabilitation Improvement Financing programs, Better Utilizing Investments to Leverage Development, and Infrastructure for Rebuilding America funding 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, DC.

OCTA has an existing agreement with Cardinal Infrastructure, LLC, (Cardinal) to provide similar services, which expires on November 30, 2019.

Procurement Approach

This procurement was handled in accordance with OCTA's Board of Directors-approved procedures for professional and technical services. Various factors were considered in the award for professional and technical services. Award is recommended to the firm offering the most comprehensive overall proposal considering such factors as prior experience with similar projects, staffing and project organization, work plan, as well as cost and price.

On July 9, 2019, Request for Proposals (RFP) 9-1360 was issued electronically on CAMM NET. The project was advertised on July 8 and 15, 2019, in a newspaper of general circulation. A pre-proposal conference was held on July 15, 2019, with no attendees. Two addenda were issued to make available the pre-proposal presentation and to respond to written questions.

On August 7, 2019, only one proposal was received. The proposal was from Cardinal. 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.

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 and if there were any elements in the procurement documents that may have restricted competition. Based on Internal Audit's review, the procurement was handled in a fair and competitive manner. In addition, CAMM contacted several firms 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 because they either did not have the expertise to perform the scope of work or only downloaded the RFP for review.

Furthermore, CAMM conducted a price review of Cardinal's proposed monthly rate. The proposed monthly rate of \$13,000 is consistent with what OCTA has paid since 2017. Therefore, CAMM determined that the proposed fully-burdened monthly rate is deemed fair and reasonable.

Based on the above, it is recommended that the contract is awarded to Cardinal.

Fiscal Impact

The project was approved in OCTA's Fiscal Year 2019-20 Budget, Government Relations Department, and Account 0017-7519-M0Z01-TYV.

Summary

Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-9-1360 between OCTA and Cardinal, in the amount of \$318,000, for a two-year term, to provide strategic consultation to OCTA on federal transportation program development, regulatory, and funding processes.

Attachment

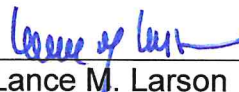
None.

Prepared by:

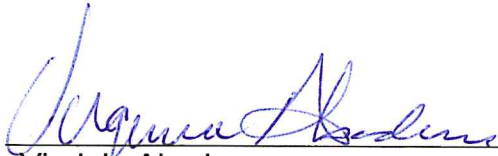


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