




**February 20, 2019**

**To:** Members of the Board of Directors

**From:** Jennifer L. Bergener, Managing Director 

**Subject:** Agreement for San Diego County Layover and Maintenance Facility Study

### **Overview**

On September 17, 2018, the Board of Directors approved the release of a request for proposals for consultant services to identify and evaluate potential locations for a new maintenance and layover facility for the Pacific Surfliner intercity passenger rail service in San Diego County. Proposals have been received and evaluated in accordance with the Los Angeles – San Diego – San Luis Obispo Rail Corridor Agency'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 WSP USA, Inc., to identify and evaluate potential locations for a new maintenance and layover facility for the Pacific Surfliner intercity passenger rail service in San Diego County.
- B. Authorize the Managing Director to negotiate and execute Agreement No. L-9-0003 between the Los Angeles – San Diego – San Luis Obispo Rail Corridor Agency and WSP USA, Inc., in the amount of \$299,600 for a one-year term to identify and evaluate potential locations for a new maintenance and layover facility for the Pacific Surfliner intercity passenger rail service in San Diego County.

### **Discussion**

The Pacific Surfliner service is currently supported by three layover facilities in San Diego, Goleta, and San Luis Obispo, as well as a primary maintenance and layover facility near downtown Los Angeles. The existing Amtrak layover facility in San Diego is located at the Santa Fe Depot in downtown San Diego. This facility is currently constrained, which prohibits the ability to expand the existing facility to advance service expansion and enhancement goals for the Pacific Surfliner.

The purpose of the San Diego County Maintenance and Layover Facility Study (Study) is to identify and evaluate potential locations for a new maintenance and layover facility for the Pacific Surfliner intercity passenger rail service near the southern terminus of the Los Angeles – San Diego – San Luis Obispo (LOSSAN) rail corridor in San Diego County that can support the long-term service objectives included in the State Rail Plan and the LOSSAN Rail Corridor Agency's (Agency) Business Plan.

### ***Procurement Approach***

The procurement was handled in accordance with the LOSSAN Agency'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. Award is recommended to the firm offering the most comprehensive overall proposal considering such factors as staffing and project organization, prior experience with similar projects, work plan, and a fair and reasonable price structure.

On September 17, 2018, the LOSSAN Agency's Board authorized the release of Request for Proposals (RFP) 8-1933, which was issued and sent electronically to 3,519 firms through the Orange County Transportation Authority's (OCTA) Contract Administration and Materials Management website portal. The Study was advertised in a newspaper of general circulation on September 17 and September 24, 2018. A pre-proposal conference was held on September 24, 2018, with 15 attendees representing 11 firms. Two addenda were issued to provide a copy of the pre-proposal registration sheet and presentation, as well as to respond to questions related to the RFP.

On October 16, 2018, four proposals were received. An evaluation committee consisting of LOSSAN Agency staff, OCTA staff, as well as external representatives from Amtrak, North County Transit District, and the San Diego Association of Governments met to review all proposals received. The proposals were evaluated based on the following Board-approved evaluation criteria and weights:

- |                                     |            |
|-------------------------------------|------------|
| • Work Plan                         | 30 percent |
| • Qualifications of the Firm        | 25 percent |
| • Staffing and Project Organization | 25 percent |
| • Cost and Price                    | 20 percent |

Several factors were considered in developing the evaluation criteria weights. Work plan was weighted at 30 percent to emphasize the importance of the firm demonstrating its approach in effectively evaluating the benefits and constraints of

potential locations that can support the current and long-term needs of passenger rail operations along the LOSSAN rail corridor. Qualifications of the firm was weighted at 25 percent to ensure the successful firm had prior experience and a proven track record for meeting the requirements outlined in the scope of work. Staffing and project organization was also weighted at 25 percent as the firm's proposed project team needed to demonstrate familiarity with required specializations in terms of knowledge, skills, and experience. Cost and price was weighted at 20 percent to ensure the LOSSAN Agency received the best value for the requested services.

On October 30, 2018, the evaluation committee reviewed all proposals received based on the evaluation criteria and short-listed two firms. The two short-listed firms are listed below in alphabetical order:

Firm and Location

RailPros, Inc. (RailPros)  
Irvine, California

WSP USA, Inc. (WSP)  
San Diego, California

On November 14, 2018, the evaluation committee interviewed the two short-listed firms. The interviews consisted of a presentation to demonstrate the firms' understanding of the LOSSAN Agency's requirements. The firms' project managers and key team members had an opportunity to present qualifications and respond to the evaluation committee's questions. Questions were asked relative to the firms' experience in performing similar studies, understanding of the scope of work, and experience working with the key stakeholders, as well as specific clarification questions related to each firm's proposal.

After considering the responses to the questions asked during the interviews, the evaluation committee reviewed the preliminary ranking and made adjustments to individual scores, which resulted in a change to the ranking of the firms.

Based on the evaluation of the written proposals and information obtained from the interviews, the evaluation committee recommends WSP for consideration of award. The following is a summary of the proposal evaluation results.

**Qualifications of the Firm**

WSP has been providing professional consulting services for over 100 years, and the firm has four main offices in the Southern California region, including the

counties of Orange, Los Angeles, San Bernardino, and San Diego. With approximately 42,000 employees company-wide, the firm currently employs 80 in its Orange County office and 60 in their San Diego County office. WSP has prior experience performing similar studies for transportation agencies within California, including North County Transit District and San Bernardino County Transportation Authority. The firm proposed to utilize one subcontractor to assist with real estate appraisal, property acquisition relocation, and land services. WSP's references reported that they were satisfied with the firm's performance, and the proposal highlights the firm's ability to provide the services outlined in the scope of work.

Founded in 2000 and with more than 600 employees nationwide, RailPros is headquartered in the city of Irvine and has a total of 11 offices in Los Angeles, San Diego, Riverside, Northern California, Texas, Utah, and Virginia. The firm has prior experience performing similar studies for transportation agencies within California, including the San Diego Metropolitan Transit System, Metrolink, and the Los Angeles County Metropolitan Transportation Authority. RailPros proposed to utilize two subcontractors to assist with right-of-way engineering and environmental services. The firm's references reported that they were satisfied with RailPros' performance, and the proposal highlights the firm's ability to provide the services outlined in the scope of work.

#### **Staffing and Project Organization**

WSP proposed a qualified project team with relevant experience. The proposed project manager has over 35 years of experience managing rail and transit projects, as well as corridor studies in San Diego County. The project team members' years of experience range from 17 years to 49 years, and the team is structured with a lead for each task to ensure all project tasks are completed in a timely manner. WSP's proposed staffing plan demonstrated an effective project management approach to ensure sufficient availability of resources to complete the scope of work. During the interview, the project team members discussed their roles in completing the Study, as well as responded to the evaluation committee's questions.

RailPros proposed a qualified project team with relevant experience. The proposed project manager has over 35 years of experience managing similar projects. The project team members' years of experience range from 10 years to 40 years, and the team is structured with a lead for each task to ensure all project tasks are completed in a timely manner. RailPros' proposed staffing plan lacked sufficient availability of key resources to complete the scope of work. During the interview, the project team members discussed their roles in completing the Study, as well as responded to the evaluation committee's questions.

## **Work Plan**

WSP's work plan demonstrated an understanding of the tasks and deliverables included in the scope of work. The firm included a detailed approach to evaluating the benefits and limitations of potential locations that can support the current and long-term needs of passenger rail operations along the LOSSAN rail corridor, including environmental constraints and right-of-way acquisitions. WSP also included a sampling of potential locations and a schedule for completing the Study, as well as project development meetings and a stakeholder participation plan to ensure effective communication with all stakeholders involved. The firm proposed enhancements to the scope of work and addressed methods for ensuring quality control of final reports. During the interview, WSP discussed their approach for identifying and evaluating potential sites, as well as provided responses to the evaluation committee's questions. In addition, the firm detailed how it would gain interagency coordination and build consensus among all the stakeholders.

RailPros' work plan demonstrated an understanding of the tasks and deliverables included in the scope of work. The firm included a sampling of potential sites and a schedule for completing the Study. RailPros proposed enhancements to the scope of work and addressed methods for ensuring quality control of final reports. During the interview, the firm discussed their approach for identifying and evaluating potential sites, as well as provided responses to the evaluation committee's questions.

## **Cost and Price**

Pricing scores are based on a formula which assigned the highest score to the firm with the lowest total firm-fixed price and scored the other proposal's total firm-fixed price based on its relation to the lowest total firm-fixed price. WSP's proposed total firm-fixed price is deemed fair and reasonable as it is lower than the independent cost estimate, as well as competitive to the total firm-fixed prices proposed by the other firms.

## **Procurement Summary**

Based on the evaluation of the written proposals, the firms' qualifications, and the information obtained from the interviews, the evaluation committee recommends the selection of WSP as the top-ranked firm to identify and evaluate potential locations for a new maintenance and layover facility for the Pacific Surfliner intercity passenger rail service in San Diego County.

**Fiscal Impact**

Funding for this Study was approved in the LOSSAN Agency's Fiscal Year (FY) 2018-19 Annual Business Plan and is included in the FY 2018-19 budget approved by the California State Transportation Agency.

***Summary***

Based on the information provided, Los Angeles – San Diego – San Luis Obispo Rail Corridor Agency staff recommends the Board of Directors authorize the Managing Director to negotiate and execute Agreement No. L-9-0003 with WSP USA, Inc., in the amount of \$299,600, to identify and evaluate potential locations for a new maintenance and layover facility for the Pacific Surfliner intercity passenger rail service in San Diego.

***Attachments***

- A. Review of Proposals, RFP 8-1933 San Diego County Maintenance Layover Facility Study
- B. Proposal Evaluation Criteria Matrix (Short-listed Firms), RFP 8-1933 San Diego County Layover and Maintenance Facility Study
- C. Contract History for the Past Two Years, RFP 8-1933 San Diego County Layover and Maintenance Facility Study