MEMO

DATE: March 6, 2008

TO: Administration Committee and
Regional Council

FROM: Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov

SUBJECT: Amendment, Contracts and Purchase Orders between $5,000 - $250,000

RECOMMENDED ACTION:

Information Only

BACKGROUND:

SCAG executed the following Contract(s) between $5,000 and $250,000

Vendor	Contract Purpose	Contract Amount
Sanborn Map Company Inc.	This project is for the acquisition and delivery of digital color imagery for the Imperial County. SCAG will use the imagery to develope an existing land use database.	$245,000
Jones and Stokes	Consultant shall inform and educate each jurisdiction within the Imperial Valley Association of Governments (IVAG) about SCAG's Compass Blueprint program.	$50,000
IBI Group	Consultant shall conduct a transit needs study in the unincorporated area of Sun Village (North LA County near Palmdale) to improve public transit	$44,365

SCAG executed the following Purchase Order(s) between $5,000 and $250,000

Vendor	PO Purpose	PO Amount
Ontario Convention Center	2008 General Assembly Summit Venue	$22,000
U.S. Postal Service	Postage	$20,000
SAS Institute	Annual SAS software support	$12,580
AT & T California	Tandberg AV Maintenance	$12,430
Knowledgeworks, Inc.	Microsoft Software Training	$9,000

MEMO

FISCAL IMPACT:

None. Funding is available.

Reviewed by: Leyton Y Morgan
Division Manager

Reviewed by:
Chief Financial Officer

CONSULTANT CONTRACT

Consultant: Sanborn Map Company Inc.

Scope: The region covered by the Southern California Association of Governments, known as the SCAG Region, includes the counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura.

This project is for the acquisition and delivery of digital color imagery for the County of Imperial. The imagery produced will be used by SCAG in the development of an existing land use database. The aerial imagery will also be used for other planning related activities by SCAG and other stakeholders. We intend to disseminate a copy of the database to other interested public agencies within the region.

The Consultant will fly the entire county of Imperial and a limited portion of Mexico to produce a set of aerial photography at a 6 inch resolution for the urban portion of the county and at 12 inch resolution for the remaining area.

Contract Amount:

Total not to exceed	**$245,000**
Sanborn	$245,000

Contract Period: January 22, 2008 through June 30, 2008

Work Element: 08-040.SC0GC6 $250,000 Funding Sources: Consolidated Planning Grant – FHWA & FTA

Request for Proposal: The RFP No. 08-029 was released through SCAG's bid management system. It was also advertised in the Planning Magazine's website. Three hundred and forty one (341) pre-qualified vendors were notified. Of these vendors, sixty two (62) downloaded the bid file. SCAG receivee four proposals in response to this solicitation.

One proposal, from HJW Geospatial, in the amount of $240,000 was not considered because the standards they proposed did not comply with either of SCAG's Minimum or Desirable Requirements. That is, they did not conform with the standards in the RFP. Consequently, there is no basis for comparing their proposal against the other proposals received.

The three other proposals are listed below:

Vendor	Price for SCAG's Minimum Mapping Requirement	Price for SCAG's Desirable Mapping Requirement
[1] Sanborn Map Company Inc	$233,796	$289,304
Digital Mapping Inc.	$349,000	$336,500
Mapcon Mapping Inc.	$295,189	$465,469

[1] Although Sanborn's original bid was $289,304 for SCAG's desirable requirement, staff was able to negotiate the final price down to $245,000

Selection Process:

The Proposal Review Committee (PRC) evaluated all four proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Proposers were requested to provide 2 sets of quotes, one, for minimally acceptable specifications and the other for desirable specifications. The minimum specifications created required imagery to be provided at 1 foot and 2 foot resolution, while the desirable specifications required that imagery be provided at a better resolution of 6 inches and 1 foot. With the exception of HJW geospatial, all provided at least 2 sets of quotes as requested. As previously stated, HJW did not fully meet the specifications and its proposal did not meet the requirements of the RFP. In the case of Digital Mapping Inc., their pricing was not in the competitive range to be considered even for the minimum requirement. For these reasons, HJW and Digital Mapping Inc. were eliminated from further consideration. Therefore SCAG interviewed the other 2 offerors (Mapcon and Sanborn).

The PRC was comprised of the following individuals:

Pat Landrum, GIS Manager, Caltrans
Javier Minjares, Acting Program Manager, SCAG
Dimitris Poulakidas, Acting Manager, SCAG
Jose Rodriquez, Imperial County Assessor
Ranjini Zucker, Senior Contracts Administrator, SCAG

Basis for Selection:

After interviewing Sanborn and Digital Mapping, the PRC committee recommends Sanborn for the contract award because of the firm's qualifications to fulfill the requirements of the project. Sanborn is willing and able to meet the highly demanding requirements of this project within a very limited five month time frame. They are committed to performing the tasks including working with the government of Mexico and the US Military to get the necessary waivers to conduct the imagery collection. They have considerable expertise in conducting similar projects across the United States. Sanborn is a full-service company that is available to offer comprehensive solutions and the required photogrammetric mapping

services. As they own their fleet of airplanes they are able to quickly deploy their assets to ensure that the project is completed on time and meeting the rigorous standards requested by the Imperial County GIS Group. Sanborn is ISO 9001:2000 certified which means that they meet the highest level of technical standards within the industry. The certification is done by an independent third party. Additionally, they are the lowest priced bidder who met all of the requirements requested for this project. Sanborn's pricing and its technical capabilities fully met the needs of SCAG better than any other prosper.

Sanborn has 42 years of experience in the field of aerial imagery. They also have a complete understanding of aerial triangulation and ortho-rectification thus, ensuring the SCAG receives a high quality product. They are very well qualified to meet the needs outlined for this project.

CONSULTANT CONTRACT

Consultant: Jones and Stokes

Scope: The IVAG Compass Blueprint Implementation project is intended to inform and educate each jurisdiction on SCAG's Compass Blueprint program, including its objectives, strategies and implementation tools which serve to assist cities in making these decisions to accommodate future growth while improving quality of life.

Each city's unique opportunities for implementing the Compass Blueprint Strategy will be further assessed through outreach and workshops designed to identify strategic opportunity areas for growth. These will be areas that may benefit from SCAG's ongoing planning research, tools, strategies and guidelines through the Compass Blueprint program. Preliminary implementation strategies will be recommended to each jurisdiction within the county as a precursor to subsequent planning and policy development.

Contract Amount:	**Total not to exceed**	**$50,000**
	Jones and Stokes Associates	$50,000

Contract Period: November 9, 2007 through June 30, 2008

Work Element:	08-065.IVGC1	$50,000	Funding Sources: FTA 5303 Funds

Request for Proposal: SCAG staff notified 492 pre-qualified firms on SCAG's bidders list to notify them of the release of RFP No. 08-015. The RFP was also advertised on Lawley Publications' website, the American Planning Association website, and posted on SCAG's bid management system. A total of 38 firms downloaded the RFP. SCAG contracts division contacted ten (10) consultants to find out why their firm did not provide a proposal. Eight (8) firms responded with the following reasons for not submitting a proposal:

1. Not enough time to submit proposal.
2. Budget was not adequate for the project.
3. Firm too busy on other projects and has submitted proposals before and never been awarded a contract from SCAG.
4. Not a good fit for this project.
5. Not a good fit for this project.
6. Geographics – too far from home.
7. Too busy on current SCAG project.
8. Not the firm's area of expertise.

SCAG received the following proposal in response to the solicitation:

Jones and Stokes Associates	$50,000

Selection Process: The Proposal Review Committee (PRC) evaluated the proposal in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations.

The PRC was comprised of the following individuals:

Rosa Lopez, Administrative Analyst, IVAG
Marcela Piedra, Redevelopment Manager
Beth Landrum, Associate Transportation Planner, Caltrans
Pria Hidisyan, Associate Regional Planner, SCAG

Basis for Selection: The PRC recommends Jones and Stokes Associates for the contract award because of the firm's strong qualifications to fulfill the requirements of the project. The Jones and Stokes team is highly experienced, with excellent academic and professional backgrounds. The PRC felt that the team's expertise in outreach, visioning and land use planning was particularly notable.

Jones and Stokes' has specific experience in the IVAG region and understand the issues, opportunities and current planning efforts in the County. During the interview phase of this proposal, the consultant's team demonstrated an understanding of the subregion's needs both in terms of their creative ideas for conducting outreach and in their comprehensive approach to the land use analysis.

CONSULTANT CONTRACT

Consultant IBI Group

Scope: Sun Village is located in the high desert region above Los Angeles with limited public transportation. Most of the area is outside of walking distance from a public transit stop. The lack of transit services limits the mobility of seniors and people with disabilities who rely on alternative modes of transportation.

The selected consultant will conduct a transit needs study in the unincorporated area of Sun Village to improve public transit services by identifying unmet needs, gaps and deficiencies the existing transit network. The study will address the growing senior population and people with disabilities who depend on alternative transportation modes. Public outreach will include conducting context-sensitive planning sessions with local stakeholders, conducting phone surveys and community/focus group meetings. The outcome of the study is to contribute towards improving existing public transit services and implementing new transit services for area residents.

Contract Amount:

Total not to exceed	**$44,365**
IBI Group (Prime)	$28,452
HDR, Inc.(subcontractor)	$ 8,734
Arellano Associates (subcontractor)	$ 3,239
Directions In Research (subcontractor)	$ 3,940

Contract Period: December 18, 2007 through June 30, 2008

Work Element: 06-140.SCGC4 $44,365 Funding Source: 5305 & In-kind

Request for Proposal: SCAG staff notified 717 firms of the release of RFP 08-016. The RFP was also advertised in the Lawley Publications website, the American Planning Association website and SCAG's Bid Management System. A total of 61 firms downloaded the RFP. The following five consultant(s) responded to the RFP:

Applied Management & Planning Group (2 subcontractors)	$44,460
IBI Group (4 subcontractors)	$44,365
KOA Corporation (1 subcontractor)	$44,411
McDonald Transit Associates, Inc. (2 subcontractors)	$44,443
Moore & Associates (no subcontractors)	$43,164

Selection Process: The Proposal Review Committee (PRC) evaluated all five proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable

Federal and State contracting regulations. Interviews were held with four of the five offerors. The PRC held a pre-interview meeting to discuss the proposals. The PRC unanimously agreed that the bid from Diversified Transportation Solutions should be disqualified because their proposal did not meet the criteria as specified in the scope of work. Their proposal did not meet Section 2 subsections 3, 4 & 5 of the scope of work.

The PRC was comprised of the following individuals:

André Darmanin, Regional Transit Planner, SCAG
Jessica Meaney, Assistant Transportation Planner, SCAG
David Sosa, Senior Regional Planner, Caltrans – District 7
Lisa Chen, Program Development Division LA Department of Public Works
John Zeigler, Transit Manager , LA Department of Public Works

Basis for Selection: The PRC recommends IBI Group because of the combination of its proposal and presentation, were closely representative of our expectations specified in the scope of work. Given its proposal, team, including subconsultant, IBI has a lot of experience with similar studies. Currently IBI is performing a project that is similar in scope (and name) – Winterhaven/Quechan Rural Connector Study. This is a rural study in which IBI is assessing the unmet needs of the underserved tribal population at the Winterhaven Reservation and determining possible connections with Yuma, Arizona. Further, IBI's relevant experience includes the North Orange County Cities Transit Alignment and Feasibility Study, Tribal Transit Feasibility Study in San Diego County and the Willits Area Transit Service Implementation Plan. Overall, IBI had the most relevant applicable experience for this project, not only in Southern California, but internationally (North America) as well.