

**Metro**Los Angeles County  
Metropolitan Transportation AuthorityOne Gateway Plaza  
Los Angeles, CA 90012-2952213.922.2000  
metro.net**PLANNING AND PROGRAMMING COMMITTEE  
JUNE 15, 2011****SUBJECT: UNION STATION MASTER PLAN IMPLEMENTATION****ACTION: RECEIVE AND FILE****RECOMMENDATION**

Receive and file this report on the Union Station Master Plan Implementation Plan

**ISSUE**

At its March 24, 2011 meeting, the Board directed that staff return with an Implementation Plan to develop a Master Plan for Union Station and the adjacent properties including the schedule and funding to develop the Plan.

**DISCUSSION****Approach**

The development of a Master Plan for Union Station to guide the operation and development potential for this critical property will utilize a two-step Request for Interest and Qualifications ("RFIQ")/Request for Proposals ("RFP") process. MTA will issue an RFIQ to teams of design, planning, real estate, and transit engineering professionals who will be invited to submit their qualifications and experience. The solicitation will be widespread, seeking the most talented and creative firms available locally, nationally and internationally.

From this solicitation, a short list of 3 to 5 firms will be selected and invited to respond to the RFP and to develop their approach, vision and proposal for master planning the Union Station property. Included in this submittal will be conceptual illustrative visions of the development potential for the property.

The scope of work to be addressed in the RFP response will include:

1. Synthesis of current , 10 and 20 year transit operations requirements for the site as identified by transit stake holders
2. Commercial development market opportunities assessment

3. Analysis of Union Station's physical capacity to meet ridership requirements consistent with its National Register status
4. Assessment of infrastructure capacities and constraints
5. Review of Alameda District Specific Plan
6. Land use plan alternatives
7. Parking demand and traffic analyses
8. Station access and connectivity plan to La Plaza, Olvera Street, Little Tokyo, etc.
9. Infrastructure development and financing strategy
10. Development of final Master Plan
11. Preparation of Design Guidelines for commercial development component

The response to the RFP will also include the following requirements:

1. Plan for community and stakeholder involvement
2. Milestones and schedule of performance
3. Fee Proposal
4. Standard terms and conditions

In addition, respondents to the RFP will be asked to submit a highly conceptual vision for the property, comprised of one aerial view, a highly conceptual site plan and a third perspective illustrating the property's connections to the surrounding area.

The two-step RFIQ/RFP process will achieve the goals of both identifying the most creative consulting team and creating excitement and visibility for the effort in the early stages.

To accelerate the delivery of the Master Plan, while the responses to the RFP are being prepared, staff will undertake a parallel effort to begin the initial two stages of the Master Plan: 1) Establishment of Goals and Program Definition and 2) Analysis of Existing Conditions and Constraints. This effort will begin while the RFIQ/RFP process is underway and will be completed by the time the Master Plan team is selected. The critical information prepared during this parallel effort will be used by the selected Master Plan team to prepare the remaining portions of the Master Planning effort which include: 3) Create Alternative Design Approaches and 4) Develop the Selected Approach. An Advisory Committee, comprised of representatives from stakeholder transit operators, the City of Los Angeles, the County of Los Angeles and real estate, architectural and other professionals will be established and will provide input during this early parallel effort.

### Schedule

The following presents a preliminary schedule for the major activities

<u>Item</u>	<u>Activity</u>	<u>Complete</u>
1	Establish Advisory Committee	June-11
2	Issue RFIQ	July-11
3	Responses to RFIQ Due	September-11
5	Draft RFP	September-11
4	Staff Recommendation and Short List Selection by Board	October-11
6	Issue RFP	October-11
7	RFP Responses Due	January-11
8	Public Presentations	February-12
9	Staff Recommendation and Finalist Selection by Board	April-12
10	Goals, Program, Constraints Analyses	April-12
11	Master Plan Complete	August-13

### Funding

Funding for this effort is included in the proposed Fiscal Year 2011-2012 budget. The source of funds is Union Station lease income.

### **NEXT STEPS**

The drafting of the RFIQ is underway. Staff will convene the advisory committee and develop milestones where their input will be solicited. Staff will report quarterly on the progress of the Implementation Plan.

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