

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
12	11/08/10	Open	Action	11/02/10

Subject: Conditionally Awarding a Contract to Transportation Management & Design (TMD) for Comprehensive Operational Analysis (COA) Services

ISSUE

Whether or not to conditionally award a contract to Transportation Management & Design (TMD) for Comprehensive Operational Analysis (COA) Services.

RECOMMENDED ACTION

Resolution No. 10-11-____, Conditionally Awarding a Contract to Transportation Management & Design (TMD) for Comprehensive Operational Analysis (COA) Services.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	425,884.50
Budget Source:	Capital	Next FY:	\$	0
Funding Source:	Federal Sec. 5304 Planning Funds	Annualized:	\$	0
	Measure A, State Transit Assistance			
WBS/GL Acct(s)	WBS: 0580.02			
	GL: 910800			
Total Budget:	\$ 425,884.50			

DISCUSSION

On July 26, 2010, the RT Board authorized staff to release a Request for Proposals (RFP) for Comprehensive Operational Analysis (COA) Services to reorganize and expand the RT Transit Route Network consistent with the strategies of the Transit Action Plan. Staff released the RFP on August 2, 2010, and the solicitation was advertised in publications of general circulation and posted on RT's website under Contracting Opportunities. Pursuant to RT's Disadvantaged Business Enterprise (DBE) Program, no DBE participation goal was established for this project. Further, since this contract offered limited subcontracting opportunities, no Small Business Enterprise (SBE) goal was established for this project. A pre-proposal meeting was held on August 12, 2010 and one Addendum and Letter of Clarification were issued on August 19, 2010. On August 31, 2010, five responsive proposals were received from: HDR One Company, Nelson/Nygaard Consulting Associates, Perteet, Inc., Systra Consulting, and Transportation Management & Design (TMD).

When the RT Board authorized staff to release the RFP in July, only half of the funding was approved through a Caltrans Planning grant administered by SACOG. Staff applied for a second Caltrans Planning grant to cover the remainder of needed funding and was waiting for the second grant award to be announced. As a result, the project was divided in two phases: Phase 1 – Short

Approved:

Presented:

FINAL 11/2/10

General Manager/CEO

Director of Community Bus Services

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Term Service Plan, and Phase 2 – Long-Term System Expansion Plan. Phase 2 was option work that may be exercised by RT through an amendment approved by the General Manager/CEO or the Board, depending on the price, subject to award of the second grant. During the RFP solicitation process, RT was awarded the second grant and the project was consolidated through the issuance of Addendum No. 1. The project phases remained but the option language was eliminated and proposers were asked to provide pricing for Phase 1 and Phase 2 combined. No additional Board approval or action will be needed for the Phase 2 work as originally planned.

Staff is working with SACOG and Caltrans to consolidate the grants, complete a sub-recipient agreement with SACOG and receive a Notice to Proceed (NTP) to expend funds on the second grant. It is anticipated that the NTP from Caltrans will be issued in late November. At that time, RT can execute the Contract and issue a NTP to the consultant team to begin work on the COA.

The Selection Committee consisted of: RoseMary Covington, AGM of Planning & Transit Systems Development, Doug Vanderkar, Director of Community Bus Services, Mike Fitzpatrick, Director of Scheduling, John Darragh, Director of Transportation, Devra Selenis, Manager of Marketing & Communications, and James Drake, Assistant Planner. The qualifying criteria in the RFP included the Proposer’s understanding of the project (25%), staffing and experience (25%), project work plan (25%), and competitiveness of price (25%). Proposals were ranked based on a maximum of 100 points, using a scoring range of 1 to 10, and weighted in the four categories above. The Selection Committee reviewed and scored the written proposals and it was determined that two firms were within the competitive range (Perteet Inc. and TMD). Scoring was as follows:

<u>Name</u>	<u>Average Weighted Score</u>
Perteet	82.5
TMD	77.7
HDR	74.8
Nelson/Nygaard	69.5
Systra Consulting	64.3

Oral presentations were held on September 20, 2010 with Perteet, Inc. and TMD. The Selection Committee scored the oral presentations, staff finalized the scores, and the final ranking is as follows:

<u>Name</u>	<u>Average Weighted Score</u>
TMD	87.7
Perteet	74.7

After oral presentations, the Selection Committee determined that TMD was the only firm that remained in the competitive range and was the most qualified firm to meet RT’s needs. Upon determination of the final ranking, RT commenced contract negotiations with TMD, the highest-ranked firm, for the purpose of finalizing a recommendation of award to the RT Board. Contract negotiations were limited to Proposer’s Price Proposal, any changes to the scope of work related to the price proposal negotiations and, contract exceptions identified in Part 6 of the Proposal.

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TMD was selected based on strengths in their staffing, experience, and written proposal, as well as an excellent oral presentation. TMD is a transit-only firm that is focused on developing and implementing market and customer driven transit networks and services. The firm has undertaken over 100 COA-type projects over the past 22 years involving both bus and rail transit across the United States. They also have extensive experience in successful service restructuring and implementation within California. Their subconsultant, Steer Davies Gleave, recently led RT's Transit Action Plan (TAP) effort and will address local and regional objectives for this project. TMD is a California-certified Small Business Enterprise (SBE).

Phase 1 of this project will focus on restructuring existing RT service within current financial limitations. It will also provide short-term recommendations for where and how to place service as RT recovers from the dip in the economy and funding is restored to previous levels. The consultants will be tasked with looking at the RT service area as a blank slate, focusing on origins and destinations of both existing riders and potential future riders, and recommending ways to restructure RT service in order to best serve the most riders in the most cost effective manner. This effort will provide a detailed plan that includes recommended bus route realignments, location and spacing of bus stops, service frequency for both bus and rail service, span of service, and type of vehicle by neighborhood and corridor. Phase 1 will cover a planning window of approximately 5 years into the future. Work on this phase is scheduled to begin as soon as a contract with the consultant is executed in November/December 2010, and conclude by April/May 2011, in time to include recommendations in RT's FY12 budget. This project includes multiple opportunities throughout for employee, stakeholder, and community input. RT and consultant staff will be reaching out to the general public, existing riders, community groups, and planning organizations for ideas and comments on the proposed plan as it develops.

Phase 2 of this project will focus on providing to RT a budget and blueprint for transitioning from the restructured service that will be restored in Phase 1 to the expanded service imagined in the Transit Action Plan (TAP). Now that the Action Plan provides to RT a guide of what the community wants for greatly expanded transit service in the Sacramento region should additional funding become available, we need to document the cost of those expanded services and to prioritize the phasing in of those services. Phase 2 of the COA will bridge the gap between Phase 1 and the Transit Action Plan and help RT communicate to the public the funds necessary from a future sales tax measure in order to bring the Action Plan dream to life. Like Phase 1, Phase 2 will provide significant opportunity for public input. In fact, much of the effort will overlap with Phase 1, and the public will be able to comment on both at the same time. Work on Phase 2 is scheduled to commence in Spring 2011 and continue until September 2011.

Staff recommends the Board conditionally award a contract to TMD for Comprehensive Operational Analysis (COA) Services for an amount not-to-exceed \$425,884.50 contingent upon the receipt of a Notice to Proceed from Caltrans and execution of the SACOG sub-recipient agreement.

RESOLUTION NO. 10-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 8, 2010

**CONDITIONALLY AWARDING A CONTRACT TO TRANSPORTATION
MANAGEMENT & DESIGN (TMD) FOR COMPREHENSIVE OPERATIONAL
ANALYSIS (COA) SERVICES**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Contract between Sacramento Regional Transit District, therein referred to as "RT," and Transportation Management & Design (TMD), therein referred to as "Consultant," whereby Consultant agrees to provide Comprehensive Operational Analysis (COA) Services for an amount not-to-exceed \$425,884.50, as specified, is hereby approved, contingent upon receipt of a Notice to Proceed from Caltrans and execution of a sub-recipient agreement with SACOG.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute said Contract upon satisfaction of the foregoing contingency.

STEVE MILLER, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary