

STAFF REPORT

DATE: October 23, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Laura Ham, VP, Planning and Engineering
SUBJ: CONDITIONALLY AWARDING CONTRACTS FOR ON-CALL PLANNING SUPPORT SERVICES TO AECOM TECHNICAL SERVICES, INC., DKS ASSOCIATES, AND WSP USA, INC.; AND DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO AWARD AND EXECUTE WORK ORDERS UNDER ONE OR MORE CONTRACTS FOR ON-CALL PLANNING SUPPORT SERVICES FOR: (1) HYDROGEN FEASIBILITY STUDY; (2) FACILITIES EXPANSION MASTER PLAN; AND (3) MEADOWVIEW TOD MASTER PLAN

RECOMMENDATION

Adopt the Attached Resolutions.

RESULT OF RECOMMENDED ACTION

Conditionally approving these three contracts will allow SacRT to supplement its existing Planning Staff with specialized expertise as necessary and on a Work Order basis to carry out planning efforts for future transit projects. Delegating authority for the General Manager/CEO to approve the three requested Work Orders may allow SacRT to move forward more expeditiously with these projects once the Contracts for On-Call Planning Support Services are executed.

FISCAL IMPACT

Each Contract for On-Call Planning Support Services will be awarded for an amount not exceed \$1,000,000 for a 5-year term. Funding will be identified for each Work Order as it is approved and executed. As set out in the Procurement Ordinance, each Work Order for \$150,000 or more generally must be approved by the Board, with the specific contractor and Work Order amount identified at the time of Board approval.

However, at this time, Staff is requesting that the Board delegate authority to the General Manager/CEO to approve and execute three potential Work Orders after the on-call contracts are executed. At this time, proposals have not been sought from the proposed on-call contractors for these Work Orders and it is unknown which firm will be issued each Work Order. The specific amounts are also unknown but will not exceed the following based on the available funding:

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1. Hydrogen Feasibility Study and Business Plan: \$200,000
 - a. Included in FY24 SacRT Planning Department Operating Budget
2. Facilities Expansion Master Plan: \$200,000
 - a. Included in FY24 SacRT Planning Department Operating Budget
3. Meadowview TOD Master Plan: \$250,000
 - a. Funded through SACOG MOU, no SacRT funds needed

Staff recognizes that if one of the on-call contractors is awarded all three Work Orders, this could result in expenditure of \$750,000 of the total Contract capacity within the first year of a 5-year contract term. However, Staff anticipates that future Work Orders will be for much smaller, less costly projects and new, separate solicitations will be conducted for larger planning efforts. Consequently, Staff expects that the \$1 million Total Consideration for each contract will be sufficient over the 5-year term.

DISCUSSION

SacRT's previous Contracts for On-Call Planning Support Services expired March 28, 2023 (WSP) and March 8, 2023 (AECOM)..

To assist SacRT with planning support to create needed planning and guidance documents, on March 20, 2023, SacRT released a Request for Proposals (RFP) on PlanetBids e-Procurement System and notified 953 firms of the contracting opportunity. On April 27, 2023, SacRT received three proposals from AECOM Technical Services, Inc.; WSP USA; and DKS Associates. After evaluations of written proposals and oral interviews, the Evaluation Committee recommended award to all three firms, as the RFP included language that allows award of multiple contracts.

At the conclusion of evaluations, SacRT began contract negotiations. While SacRT has concluded negotiations regarding contract exceptions, a Notice of Intent to Award has not been issued, a financial review of the contract rates has not been completed, and the Contractors have not furnished all required insurance certificates. Therefore, Staff is requesting that the Board conditionally award the contracts.

Once the Contracts for On-Call Planning Support Services are executed, SacRT staff will be ready to engage with all three firms and request proposals and pricing for the three efforts listed below. These three efforts are time sensitive, with completion expected to inform upcoming grant cycles. SacRT staff is recommending delegation of authority to the GM/CEO to enter into a Work Order for each effort with one of the on-call contractors for amounts not to exceed those listed below.

Hydrogen Feasibility Study & Business Plan (not to exceed \$200,000):

As SacRT plans for the next 25 years and implementation of the state Innovative Clean Transit (ICT) regulation, it is necessary to evaluate its operations and its maintenance facilities and begin planning for service and fleet changes. The development of a Hydrogen Feasibility Plan will help guide SacRT decision making concerning future transit

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fuel type and/or mix as between hydrogen and electric as well as potential locations and strategies for hydrogen implementation.

Facilities Expansion Master Plan (not to exceed \$200,000):

SacRT's Main Bus Maintenance Facility (BMF1) is in downtown Sacramento. The bus storage facility is currently at capacity, and expansion options are limited due to Caltrans ownership of the under-highway bus storage facilities and the ICT requirements. SacRT could undertake limited site improvements and modifications to provide some increases to capacity and allow for EV charging, but those improvements are unlikely to completely satisfy current clean fuels and future space needs.

The on-call contractor will assess SacRT's current and future needs, examine SacRT's existing inventory of properties, and provide recommendations for current and future facilities investments (e.g., upgrading existing facilities or modifying the use of existing facilities, purchasing additional property for new facilities, etc.) including the available electrical infrastructure at SacRT's existing properties.

Meadowview TOD Master Plan (not to exceed \$250,000):

SACOG was the recipient of \$300,000 in Green Means Go funding from the State Housing and Community Development Department for the Meadowview Station Transit-Oriented Neighborhood Project, which will be passed through to SacRT through an MOU. The selected on-call contractor will: develop and implement an outreach plan including surveys, meetings and workshops with the community groups; provide an infrastructure & feasibility study identifying existing conditions, potential barriers, utility/infrastructure needs, economic analysis, market feasibility, finance fees, and conduct a traffic study; provide conceptual strategies and design for infill developments, inclusive communities, transit-supportive land uses, VMT reduction, TOD design concepts, and future community benefits; and assist Staff in presenting a final TOD plan for public review and comment.

RESOLUTION NO. 2023-10-102

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

October 23, 2023

CONDITIONALLY AWARDING A CONTRACT FOR ON-CALL PLANNING SUPPORT SERVICES TO AECOM TECHNICAL SERVICES, INC.

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

THAT, the Contract for On-Call Planning Support Services by and between the Sacramento Regional Transit District ("SacRT") and AECOM Technical Services, Inc. ("Contractor") whereby Contractor agrees to provide planning support services on a Work Order basis for a 5-year term, for an aggregate amount not to exceed \$1,000,000 is hereby approved subject to the following conditions: (a) no protests are received during the protest period; (b) financial review and approval of the proposed direct and indirect cost rates; and compliance with all insurance requirements.

THAT, the General Manager/CEO is hereby authorized and directed to execute the foregoing Contract upon satisfaction of all three pre-conditions.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

RESOLUTION NO. 2023-10-103

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

October 23, 2023

CONDITIONALLY AWARDING A CONTRACT FOR ON-CALL PLANNING SUPPORT SERVICES TO DKS ASSOCIATES, INC.

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

THAT, the Contract for On-Call Planning Support Services by and between the Sacramento Regional Transit District ("SacRT") and DKS Associates ("Contractor") whereby Contractor agrees to provide planning support services on a Work Order basis for a 5-year term, for an aggregate amount not to exceed \$1,000,000, is hereby approved subject to the following conditions: (a) no protests are received during the protest period; (b) financial review and approval of the proposed direct and indirect cost rates; and compliance with all insurance requirements.

THAT, the General Manager/CEO is hereby authorized and directed to execute the foregoing Contract upon satisfaction of all three pre-conditions.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

RESOLUTION NO. 2023-10-104

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

October 23, 2023

CONDITIONALLY AWARDING A CONTRACT FOR ON-CALL PLANNING SUPPORT SERVICES TO WSP USA, INC.

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

THAT, the Contract for On-Call Planning Support Services by and between the Sacramento Regional Transit District ("SacRT") and WSP USA, Inc. ("Contractor") whereby Contractor agrees to provide planning support services on a Work Order basis for a 5-year term, for an aggregate amount not to \$1,000,000, is hereby approved subject to the following conditions: (a) no protests are received during the protest period; (b) financial review and approval of the proposed direct and indirect cost rates; and compliance with all insurance requirements.

THAT, the General Manager/CEO is hereby authorized and directed to execute the foregoing Contract upon satisfaction of all three pre-conditions.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

RESOLUTION NO. 2023-10-105

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

October 23, 2023

DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO APPROVE AND EXECUTE A WORK ORDER FOR HYDROGEN FEASIBILITY STUDY & BUSINESS PLAN UNDER A CONTRACT FOR ON-CALL PLANNING SUPPORT SERVICES

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

THAT, authority is hereby delegated to the General Manager/CEO to approve and execute a Work Order for a Hydrogen Feasibility Study & Business Plan with one of SacRT's three contractors under a Contract for On-Call Planning Support Services for an amount not to exceed \$200,000.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

RESOLUTION NO. 2023-10-106

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

October 23, 2023

DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO APPROVE AND EXECUTE A WORK ORDER FOR FACILITIES EXPANSION MASTER PLAN UNDER A CONTRACT FOR ON-CALL PLANNING SUPPORT SERVICES

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

THAT, authority is hereby delegated to the General Manager/CEO to award and execute a Work Order for a Facilities Expansion Master Plan with one of SacRT's three contractors under a Contract for On-Call Planning Support Services for an amount not to exceed \$200,000.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

RESOLUTION NO. 2023-10-107

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

October 23, 2023

DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO APPROVE AND EXECUTE A WORK ORDER FOR MEADOWVIEW TOD MASTER PLAN UNDER A CONTRACT FOR ON-CALL PLANNING SUPPORT SERVICES

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

THAT, authority is hereby delegated to the General Manager/CEO to award and execute a Work Order for the Meadowview TOD Master Plan with one of SacRT's three contractors under a Contract for On-Call Planning Support Services for an amount not to exceed \$250,000 subject to execution of an MOU with SACOG to fund the Work Order.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary