



# Memorandum

**Date:** October 18, 2017  
**To:** Treasure Island Mobility Management Agency Board  
**From:** Joe Castiglione – Deputy Director for Technology, Data and Analysis  
**Subject:** 10/24/17 Committee Meeting: Recommend Award of Three-Year Professional Services Contracts, with an Option to Extend for Two Additional One-Year Periods, to WSP USA Inc. and Resource Systems Group, Inc. in a Combined Amount Not to Exceed \$200,000 for On-Call Modeling Services

<p><b>RECOMMENDATION</b>    <input type="checkbox"/> Information    <input checked="" type="checkbox"/> Action</p> <ul style="list-style-type: none"> <li>• Recommend award of three-year professional services contracts, with an option to extend for two additional one-year periods, to WSP USA Inc. (WSP) and Resource Systems Group, Inc. (RSG) in a combined amount not to exceed \$200,000 for on-call modeling services</li> <li>• Authorize the Executive Director to negotiate contract payment terms and non-material terms and conditions</li> </ul> <p><b>SUMMARY</b></p> <p>The Treasure Island Mobility Management Agency (TIMMA) relies on on-call consultants for support with various services related to travel modeling and analysis. On-call modeling services include model development, model maintenance, model application, data collection, and other related activities. This action would award contracts to two highly qualified and deeply experienced teams to support these needs.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Fund Allocation</li> <li><input type="checkbox"/> Fund Programming</li> <li><input type="checkbox"/> Policy/Legislation</li> <li><input type="checkbox"/> Plan/Study</li> <li><input type="checkbox"/> Capital Project Oversight/Delivery</li> <li><input type="checkbox"/> Budget/Finance</li> <li><input checked="" type="checkbox"/> Contract/Agreement</li> <li><input type="checkbox"/> Other:</li> </ul> <hr/>
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**DISCUSSION**

**Background.**

TIMMA seeks on-call transportation modeling services to support TIMMA’s Fiscal Year (FY) 2017/18 and future year activities, including assistance with travel demand model development, project-level modeling assistance, data collection, and traffic operations analysis in support of the Treasure Island Mobility Management Program. The complete scope of services is included as Attachment 1.

The San Francisco County Transportation Authority (Transportation Authority) currently has an on-call modeling services contract, with a team led by WSP (formerly Parsons Brinckerhoff, Inc.). This contract has served the Transportation Authority and TIMMA well over the past five years and is approaching the end of its contract term.

**Procurement Process.**

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The Transportation Authority and TIMMA issued a joint Request for Qualifications (RFQ) for on-call modeling services on September 5, 2017. We held a pre-response conference on September 11, 2017, which provided opportunities for small businesses and larger firms to meet and form partnerships. 8 firms attended the conference.

We took steps to encourage participation from small and disadvantaged business enterprises, including advertising in five local newspapers: the San Francisco Examiner, the San Francisco Bay View, Nichi Bei, the Small Business Exchange, and the Western Edition. We also distributed the RFQ, sign-in sheets for the pre-response conference, and periodic updates on the RFQ to certified small, disadvantaged and local businesses, Bay Area and cultural Chambers of Commerce, the Small Business Councils, as well as the Travel Model Improvement Program.

By the due date of October 4, 2017, we received three Statements of Qualifications (SOQs) in response to the RFQ. Interviews were not conducted nor deemed necessary due to the quality of the SOQs and the familiarity of staff with previous work performed by the majority of firms who submitted SOQs. A selection panel comprised of San Francisco Municipal Transportation Agency (SFMTA) and Transportation Authority/TIMMA staff evaluated the SOQs based on qualifications and other criteria identified in the RFQ. Based on the competitive process, defined in the evaluation criteria of the RFQ document, the selection panel recommends awarding contracts to the two highest-ranked firms: WSP and RSG. The selection panel recommends that the Transportation Authority and TIMMA both award contracts to the same two firms, as the agencies' share modeling staff resources. Awarding contracts to the same on-call modeling consultant teams will enhance staff efficiency in issuing task orders and supporting project needs. The contract award for the Transportation Authority's portion of the contract will be considered by the Transportation Authority Board at its November 14, 2017 meeting.

Both WSP and RSG have unique skills, technical expertise, and project experience in relevant areas. Both firms have provided modeling services to the Transportation Authority in the past, have strong track records of providing modeling services on time and on budget, and have established teams with specialized knowledge and abilities.

Given the wide range of desired proficiencies and experience, the amount and complexity of TIMMA's work program, and occasional conflicts of interest or availability that arise for specific efforts, there is a need for broad and deep access to transportation modeling skills in the on-call modeling services contract. We propose to contract with two consultant teams with whom TIMMA may call upon on a task order basis. Such an arrangement has been used in the past for the Transportation Authority's previous on-call modeling services contracts, which has proved beneficial to the Transportation Authority's Technology, Data and Analysis Division's work program.

Consultants selected for a contract will remain eligible for consideration for task order negotiation on an as-needed basis for the initial three-year term plus two optional one-year extensions. While TIMMA intends to engage pre-qualified firms based on capabilities, experience and availability, no selected team is guaranteed a task order.

We expect to receive federal financing assistance to fund a portion of this contract, and will adhere to federal procurement regulations. For this contract, we established a Disadvantaged Business Enterprise (DBE) goal of 5%, accepting certifications by the California Unified Certification Program. SOQs from both teams meet the DBE goal. The WSP team includes 12.5% DBE participation from two subconsultants: Asian Subcontinent-owned W&S Solutions, LLC and Women-owned

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Transportation Analytics, in addition to two other subconsultants: INRO Consultants, Inc. and the University of Kentucky. The RSG team includes 10% DBE participation from one subconsultant: Asian-Subcontinent-owned TJKM, in addition to two other subconsultants: INRO and Bowman Research and Consulting.

#### **FINANCIAL IMPACT**

The scope of work described in the RFQ is anticipated in TIMMA's adopted Fiscal Year 2017/18 work program and budget through relevant projects and studies. Budget for these activities will be funded by a combination of local agency contributions from the Treasure Island Development Authority, the SFMTA and Prop K sales tax funds. The first year's activities are included in TIMMA's adopted Fiscal Year 2017/18 budget, and sufficient funds will be included in future fiscal year budgets to cover the cost of these contracts.

#### **SUPPLEMENTAL MATERIALS**

Attachment 1 – TIMMA Scope of Services

## Attachment 1 – TIMMA Scope of Services

TIMMA seek consultant teams with expertise in multimodal activity-based modeling, dynamic traffic/transit assignment, land use modeling, and data collection, analysis, visualization and warehousing in complex urban settings. It is the intent of TIMMA to pre-qualify multiple consultant firms and/or teams of firms in the major tasks described below that will collectively provide the best overall service packages, inclusive of fee considerations, on an as-needed basis for modeling projects through the issuance of Task Orders. TIMMA will separately contract with the selected teams for a three-year term, with an option to extend, which may be exercised at the discretion of TIMMA, for two additional one-year periods (up to a total of five years). Consultant firms will be pre-qualified to perform services for TIMMA. TIMMA has budgeted \$200,000 for these contracts for the first three-year term, with the value of subsequent one-year extensions to be determined by future TIMMA budgets.

**Travel Model Technical Assistance Required:** As noted above, it is the intent of TIMMA to contract with one or more modeling consultant teams, with whom TIMMA shall select prospective consultants on a Task Order basis for modeling development and application projects. The establishment of contracts with one or more consultant teams will enable TIMMA to enlist the services of a broad range of modeling specialists on an on-call, as-needed basis. As needs arise, TIMMA will share outline scopes of work with lead firms to obtain more detailed team task order proposals (scopes, schedules/availability, personnel, budgets). TIMMA will assign tasks on these criteria as well as conflicts of interest, if any. No selected team is guaranteed a Task Order under this contract.

A list of six general areas of expertise sought in prospective teams is provided below, lettered A through F. TIMMA will favorably consider teams that have capabilities in all six areas of expertise, but specialized teams may also submit responses for one or more areas of expertise that match the team's capabilities. Teams must declare which of these areas of expertise they are qualified to support.

### A. Activity-Based Travel Model (“ABM”) Development

- Developing and managing travel model source code using git/github version control
- Update individual subcomponents of SF-CHAMP to provide enhanced analytic capabilities
- Enhance local-area validation for specific corridors as project studies arise; for example the Bay Bridge corridor and traffic traveling to and from Treasure Island
- Economic, land use, and demographic forecasting to support ABM

### B. Dynamic Traffic Assignment (“DTA”) and/or Dynamic Transit Assignment

- Update the Transportation Authority's DTA model and expand the network regionally
- Validate and apply the DTA model

### C. Model Applications

- Provide modeling support for various upcoming ABM and/or DTA model applications
- Develop, code, run, and provide insight on modeling scenarios
- Support TIMMA-specific needs, including:
  - Provide model application support for Treasure Island development, toll/pricing policy, and transportation service scenarios

## Attachment 1 – TIMMA Scope of Services

- Integrate travel forecasts with other TIMMA modeling tools, e.g., Excel-based cost and revenue model(s)

### **D. Data Collection and Analysis**

- Traffic data collection and surveying
- Collection and analysis of passively collected and/or location-based data
- Support TIMMA-specific needs, including:
  - Perform data analysis and insight from baseline (“before-project”) data
  - Develop data approach for TIMMA Program’s Monitoring and Evaluation Plan

### **E. Traffic Operations Analysis**

- Evaluate roadway operations
- Conduct traffic microsimulation analysis
- Analysis and forecasting of toll roads, managed lanes, transportation pricing, and travel demand management policies
- Advise on transportation facility design regarding operational performance and geometric or technological constraints

### **F. Data Warehouse and Visualization**

- Graphical representation, mapping, and visualization
- Web-based data presentation and interactive tools

The above-mentioned areas of expertise and example task types are representative of needs in the coming three years – additional undetermined task types are anticipated to be needed and not all task types listed above will necessarily be produced under this contract in the next three years.