



RESOLUTION EXECUTING ANNUAL CONTRACT RENEWALS AND OPTIONS FOR VARIOUS ANNUAL PROFESSIONAL SERVICES IN AN AMOUNT NOT TO EXCEED \$835,000 AND AUTHORIZING THE EXECUTIVE DIRECTOR TO MODIFY CONTRACT PAYMENT TERMS AND NON-MATERIAL CONTRACT TERMS AND CONDITIONS

WHEREAS, The Transportation Authority contracts with City and County of San Francisco departments and outside firms for certain professional support services in areas where factors like cost, work volume, or the degree of specialization required would not justify the use of permanent in-house staff; and

WHEREAS, In order to support its ongoing operations, the Transportation Authority will execute annual professional services contracts with the Office of the City Attorney for general legal counsel for \$100,000, and with the Department of Technology for video production services for Transportation Authority and Treasure Island Mobility Management Agency (TIMMA) Board and Committee Meetings for \$50,000; and

WHEREAS, The Transportation Authority has regular needs to communicate with the public, the media, policymakers, and key stakeholders in partner agencies and the private and non-profit sectors on a wide range of agency and project-specific matters; and

WHEREAS, In February 2014, through Resolution 14-54, the Transportation Authority awarded three-year consultant contracts, with options to extend for two additional one year periods, to Barbary Coast Consulting and Davis & Associates Communications, Inc., in a combined total not to exceed \$525,000, for on-call strategic communications, media and community relations professional services; and

WHEREAS, During Fiscal Year (FY) 2016/17, we forecast continuous need for assistance with strategic communications, media relations and outreach related to Geary Corridor Bus Rapid



Transit Environmental Analysis, TIMMA, BART Travel Incentives Program, Long Range Transportation Planning Program, and transportation sales tax Expenditure Plan, among others; and

WHEREAS, The proposed action will exercise the first of two options of the initial contract and maintain the annual contract amount of \$175,000; and

WHEREAS, As the Congestion Management Agency (CMA) for San Francisco, and in accordance with state Congestion Management Program (CMP) legislation, the Transportation Authority monitors the CMP roadway network for automobile Level of Service (LOS) on a biennial basis, as well as monitors transit speeds and tabulates readily available existing data related to pedestrians and bicycles as measures of multimodal system performance; and

WHEREAS, In December 2012, through Resolution 13-18, the Transportation Authority awarded an 18-month consultant contract, with options to extend for two additional two-year terms, to Iteris, Inc. in an amount not to exceed \$130,000 for vehicle LOS and transit speed monitoring as part of the 2013 CMP effort update; and

WHEREAS, In June 2014, through Resolution 14-82, the Transportation Authority exercised the first one-year option of the consultant contract with Iteris and increased the contract amount by \$110,000, for a total amount not to exceed \$240,000; and

WHEREAS, During FY 2016/17, Iteris will begin the 2017 CMP effort update, and the proposed action will exercise the second and final option of the contract and maintain the annual contract amount of \$110,000; and

WHEREAS, As the CMA for San Francisco, travel demand forecasting and scenario testing using the Transportation Authority's "SF-CHAMP" travel model has been an integral part of the Transportation Authority's CMA duties, and will be an integral part of the San Francisco Transportation Plan including carbon emissions and parking considerations; and

WHEREAS, In April 2012, through Resolution 12-59, the Transportation Authority awarded



a two-year consultant contract to Parsons Brinckerhoff, Inc. with an option to extend for an additional one year period, in an amount not to exceed \$400,000, to provide on-call modeling and technology services; and

WHEREAS, Anticipated activities in FY 2016/17 include continuous efforts to generate Treasure Island weekend and special event forecasts, update TIMMA revenue forecasts, advance SF-CHAMP capabilities and analyze transit and pricing alternatives using dynamic network modeling tools; and

WHEREAS, The proposed action will exercise the first and final contract option to the initial contract and maintain annual contract amount of \$200,000; and

WHEREAS, The Transportation Authority depends on computers, telecommunications, and internet access for its daily activities, and the small staff size of the Transportation Authority does not yet warrant full-time, in-house technical support, so most technical maintenance and support tasks are outsourced to a professional consultant team that comes to the Transportation Authority offices on an as-needed basis; and

WHEREAS, In October 2014, through Resolution 15-11, the Transportation Authority awarded a three-year consultant contract with two additional one-year extension options to SPTJ Consulting, in an amount to exceed \$550,000, for computer network and maintenance services; and

WHEREAS, During FY 2016/17, SPTJ Consulting will continue to provide maintenance and ongoing tasks including hardware and database setup, server updates, system maintenance, and security management for the Transportation Authority's Enterprise Resource Planning (ERP) software, in addition to several larger system upgrade tasks; and

WHEREAS, For FY 2016/17 we are proposing a larger contract amount of \$200,000 due to the complexity of the ERP software and the increase of office hours on site, and the proposed action will exercise the first of two options of the initial contract; and



WHEREAS, The proposed annual contract renewals for general legal counsel, video production services Board and Committee meetings, on-call strategic communications, vehicle LOS and transit speed monitoring, on-call modeling and technology services, and computer network and maintenance services, total to a combined amount not to exceed \$835,000; and

WHEREAS, Sufficient funds have been identified for these contracts in the proposed FY 2016/17 budget and work program; and

WHEREAS, The proposed contracts will be funded by a combination of federal and state grants, funding from other agencies through memoranda of agreement, and Prop K funds; and

WHEREAS, At its May 25, 2016 meeting, the Citizens Advisory Committee considered the subject request and unanimously adopted a motion of support for the staff recommendation; and

WHEREAS, At its June 16, 2016 meeting, the Finance Committee considered the subject request and unanimously recommended approval of the staff recommendation; now therefore, be it

RESOLVED, That the Executive Director is hereby authorized to execute annual contract renewals and options for various annual professional services in an amount not to exceed \$835,000; and be it further

RESOLVED, That the Executive Director is authorized to modify contract payment terms and non-material contract terms and conditions; and be it further

RESOLVED, That for the purposes of this resolution, “non-material” shall mean contract terms and conditions other than provisions related to the overall contract amount, terms of payment, and general scope of services; and be it further

RESOLVED, That notwithstanding the foregoing and any rule or policy of the Transportation Authority to the contrary, the Executive Director is expressly authorized to execute agreements and agreement amendments that do not cause the total contract value, as approved herein, to be exceeded and that do not expand the general scope of services.



The foregoing Resolution was approved and adopted by the San Francisco County Transportation Authority at a regularly scheduled meeting thereof, this 28th day of June, 2016, by the following votes:

Ayes: Commissioners Avalos, Breed, Cohen, Kim, Mar, Peskin, Tang, Wiener and Yee (9)

Nays: (0)

Absent: Commissioners Campos and Farrell (2)

Scott Wiener 6/29/16

Scott Wiener
Chair

Date

ATTEST:

Tilly Chang 6/30/16

Tilly Chang
Executive Director

Date