



Memorandum

Date: 01.08.15 **RE:** Finance Committee
January 13, 2015

To: Finance Committee: Commissioners Cohen (Chair), Wiener (Vice Chair), Christensen, Farrell, Tang and Avalos (Ex Officio)

From: David Uniman – Deputy Director for Planning *DUE*

Through: Tilly Chang – Executive Director *TC*

Subject: **ACTION** – Recommend Exercising the Second One-Year Option of the Consultant Contracts with Arup North America Limited, Nelson\Nygaard Consulting Associates, and Stantec Consulting Services Inc., Increasing the Contract Amounts by \$836,000, to a Combined Total Amount Not to Exceed \$1,736,000, for On-Call Transportation Planning Services, and Authorizing the Executive Director to Modify Contract Payment Terms and Non-Material Contract Terms and Conditions

Summary

On December 11, 2012, through Resolution 13-19, the Transportation Authority awarded three-year consultant contracts, with an option to extend for two additional one-year periods, to Arup North America Limited, Nelson\Nygaard Consulting Associates, and Stantec Consulting Services Inc., in a combined amount not to exceed \$600,000 for on-call transportation planning services. On June 24, 2014, through Resolution 14-82, the Transportation Authority approved the first of two contract options and increased the contract amounts by an additional \$300,000, to a combined total not to exceed \$900,000. For the upcoming year, the consultant teams will continue to provide assistance as the following projects advance forward – Geary Corridor Bus Rapid Transit, Chinatown Neighborhood Transportation Plan, Treasure Island Mobility Management Program, Freeway Corridor Management Study, and Strategic Highway Research Program Transit Passenger Simulation. The proposed contract amount also provides capacity to support the San Francisco Transportation Plan Update, as well as anticipated support for the Neighborhood Transportation Improvement Program, Strategic Analysis Reports, and other planning efforts. The establishment of contracts with one or more consultant teams enables the Transportation Authority to enlist the services of a broad range of transportation planning specialists on an on-call, task order basis. **We are seeking a recommendation to exercise the second one-year option of the consultant contracts with Arup North America Limited, Nelson\Nygaard Consulting Associates, and Stantec Consulting Services Inc., increase the contract amounts by \$836,000, to a combined total amount not to exceed \$1,736,000, for on-call transportation planning services, and authorize the Executive Director to modify contract payment terms and non-material contract terms and conditions.**

BACKGROUND

The Transportation Authority has long-range, strategic and project planning capabilities that stem from its multiple roles. As Congestion Management Agency (CMA), the Transportation Authority produces the long-range Countywide Transportation Plan, maintains the Congestion Management Program and develops the travel demand forecasting model for San Francisco. As CMA, the Transportation Authority also conducts citywide, area-, neighborhood-, and corridor-based transportation planning studies addressing congestion management and transportation system development issues. The Transportation Authority furthermore prepares occasional Strategic Analysis Reports (SARs) on emerging policy issues. As sales tax administrator, the Transportation Authority leads project development planning and design studies to advance key Transportation Authority Board or Prop K priorities, particularly where multi-

jurisdictional issues exist. The Transportation Authority also conducts oversight to ensure timely delivery of other Prop K planning projects.

On December 11, 2012, through Resolution 13-19, the Transportation Authority awarded three-year consultant contracts, with an option to extend for two additional one-year periods, to Arup North America Limited (Arup), Nelson\Nygaard Consulting Associates (Nelson\Nygaard), and Stantec Consulting Services Inc. (Stantec), in a combined amount not to exceed \$600,000 for on-call transportation planning services. On June 24, 2014, through Resolution 14-82, the Transportation Authority approved the first of two contract options and increased the contract amounts by an additional \$300,000, to a combined total not to exceed \$900,000. The establishment of contracts with one or more consultant teams enables the Transportation Authority to enlist the services of a broad range of transportation planning specialists on an on-call, task order basis.

DISCUSSION

The purpose of this memorandum is to seek a recommendation to exercise the second one-year option of the consultant contracts for on-call transportation planning services to support the Transportation Authority's work program over the next year.

The transportation planning teams provides a unique set of skills, technical specialists, and relevant project experience, particularly in program management. In particular, Arup demonstrates strong capabilities in transit and highway operations analysis and other requested task areas, Nelson\Nygaard builds upon a proven track record of performance in a majority of on-call services task areas, and Stantec brings relevant experience in major transit and freeway performance initiatives as well as access to broad international experience through a United Kingdom-based partner. General areas of expertise include:

- Project Management;
- Transportation planning;
- Communications and community involvement;
- Design and cost estimation;
- Modeling/data analysis; and
- Policy and economic analysis

Since 2012, the consultant teams provided assistance to various transportation studies, including the Waterfront Transportation Assessment, Potrero Hill and Chinatown Neighborhood Transportation Plans (NTP), 19th Avenue Bulb-outs Project Study Report, Central Subway Phase III – Initial Study, Late Night Transportation Plan, Geary Corridor Bus Rapid Transit (BRT) Environmental Review support and the Geneva-Harney BRT Feasibility study, Treasure Island Mobility Management Program, Freeway Corridor Management Study and Strategic Highway Research Program Transit Passenger Simulation.

The first contract option, approved in June 2014, did not anticipate costs relating to the shift in personnel by a subconsultant that has recently joined Stantec. This subconsultant, which provided expertise in project management, toll policies and engineering, was previously contracted with under the Transportation Authority's Project Management Oversight on-call contract for the Treasure Island Mobility Management Program and Freeway Corridor Management Study. Also, the Geneva-Harney BRT Feasibility study required additional project management and planning resources in order to address an expanded study effort that allowed the Transportation Authority to collaborate more fully with study partners in project development. In addition, in Fall 2014, the Federal Highway

Administration awarded the Transportation Authority a new grant to implement applied research on transit passenger simulation in a real-world planning environment. On-call planning services were needed for project management and planning expertise.

For the upcoming year, the consultant teams will continue to provide assistance as the following projects advance forward – Geary Corridor BRT, Chinatown NTP, Treasure Island Management Mobility Study, Freeway Corridor Management Study, and Strategic Highway Research Program Transit Passenger Simulation – and provide other anticipated transportation planning services as needed, such as the San Francisco Transportation Plan (SFTP) Update, the Neighborhood Transportation Improvement Program (NTIP), and SARs.

SFTP Update: In 2013, the Transportation Authority adopted SFTP that serves as the city’s blueprint for transportation system development and investment over the next 30 years. Consistent with newly adopted regional guidelines for development of countywide transportation plans, we initiated the 2017 SFTP Update in 2014 to update the plan to account for changes in mobility conditions since the last plan was adopted (e.g., the proliferation of Transportation Network Companies, significant housing construction, etc.) and to inform the 2017 Regional Transportation Plan (RTP or Plan Bay Area) update, which is now underway. The SFTP Update identifies key transportation needs through an analysis of future trends, and aligns these needs with projected available funding, as well as potential new revenues. The SFTP Update will include background papers and studies (land use, revenue, institutional, etc.) and strategic policy initiatives to support the investments in the transportation system. Consultant tasks for this project include project management support and technical analysis for needs identification and investment scenarios.

Treasure Island Management Mobility Program: As the designated Treasure Island Mobility Management Agency, the Transportation Authority carries out a work program per agreement with the Treasure Island Development Authority that includes three elements: agency governance, administration, and outreach; program planning; and program engineering. Agency governance and administration tasks include support for program scoping, scheduling, and budgeting, and strategic advising on toll agency formation and operation. Planning tasks include day-to-day management of the Treasure Island Mobility Management Study, which will recommend toll policies, anticipated in Summer 2015. Engineering tasks include serving as a liaison between the Planning team and Engineering team, and leading the development of operating agency agreements. We seek to continue our use of on-call planning services to carry out these tasks.

Geary Corridor BRT: The Geary Corridor BRT project is scheduled to complete its environmental review phase this year, with major milestones slated throughout the year, including circulating a public draft Environmental Impact Report/Statement (EIR/S) in the spring, developing responses to public comments received this summer, and developing a final EIR/S for certification and various related approval actions this fall. On-call planning services are needed to assist in managing the technical consultant team to produce the needed environmental documentation, conduct accompanying public outreach, and provide technical planning analysis on detailed design issues as they arise.

Strategic Highway Research Program Transit Passenger Simulation: In Fall 2014, the Federal Highway Administration (FHWA) awarded the Transportation Authority (as part of a three-agency consortium) a \$700,000, 24-month grant to implement applied research on transit passenger simulation in a real-world planning environment. At the conclusion of this grant, San Francisco will have a more robust set of tools with which to analyze transit crowding and transit reliability. While a large tranche of the work will be completed in-house, on-call planning services are needed for project management among the three agencies, and planning expertise.

Chinatown NTP: The Chinatown NTP provides analysis and recommendations on how to address transportation issues of top concern to the Chinatown community. These include persistent high traffic volumes on Broadway and pedestrian safety issues on the neighborhood's high injury corridors. Development of recommendations (with the support of consultant support provided through on-call planning services) is underway and the final project report is due by June 2015.

Freeway Corridor Management Study: The San Francisco Freeway Corridor Management Study (SF FCMS) is a collaborative effort that builds on recommendations from the 2013 SFTP. The SF FCMS initiates a planning process to look at ways to increase the operational efficiency and person throughput of San Francisco's freeways by considering technology and signage/stripping, as well as converting existing general purpose travel lanes to carpool or transit lanes, and/or managed (express) lanes. It will provide inputs and priorities from San Francisco into parallel freeway management plans at both the regional and state level. This was one of the highest performing projects in Plan Bay Area. The SF FCMS findings will inform the development of the 2017 Plan Bay Area update. On-call planning services sought include strategic advising on the managed lane project development process.

Other Transportation Planning Services: Other anticipated transportation planning services may include support for SARs (e.g. see separate agenda item for approval of a SAR on Improving West Side Transit Access), NTIP and corridor and area planning studies. Several new studies are undertaken each year, and we also continue to support the implementation of completed NTPs after they are approved. We also reviews and provides input to other local, regional, and statewide transportation plans.

Given the wide range of desired proficiencies and experience, the amount and complexity of the Transportation Authority'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 planning skills in the on-call planning contract. We propose to renew the contracts of all three consultant teams with whom the Transportation Authority may call upon on a task order basis. Such an arrangement has proved beneficial to the Transportation Authority's work program.

Amounts and funding sources for each project included in the proposed contract amendments are summarized in Attachment 1. In addition to increases associated with specific projects, a contingency is also included to accommodate unanticipated needs for on-calling planning services. The proposed action will exercise the second and final option of the initial contract and maintains contract terms and conditions.

Since a portion of the contracts are anticipated to be funded with federal financial assistance from FHWA, administered by the California Department of Transportation (Caltrans) and the Metropolitan Transportation Commission (MTC), the Transportation Authority will adhere to federal regulations pertaining to disadvantaged business enterprises (DBE). For these contracts, we established a DBE goal of 13%. Overall, the three consultant teams have maintained 18% DBE participation collectively, from Asian Pacific-owned firm, Cooper Puggeda Management Inc., and women-owned firms, Eisen|Letunic, Transportation Analytics and Strategic Economics. Cooper Puggeda Management Inc. is also based in San Francisco.

ALTERNATIVES

1. Recommend exercising the second one-year option of the consultant contracts with Arup North America Limited, Nelson\Nygaard Consulting Associates, and Stantec Consulting Services Inc., increasing the contract amounts by \$836,000, to a combined total amount not to exceed \$1,736,000, for on-call transportation planning services and authorizing the Executive Director to modify contract payment terms and non-material contract terms and conditions, as requested.
2. Recommend exercising the second one-year option of the consultant contracts with Arup North

America Limited, Nelson\Nygaard Consulting Associates, and Stantec Consulting Services Inc., increasing the contract amounts by \$836,000, to a combined total amount not to exceed \$1,736,000, for on-call transportation planning services, and authorizing the Executive Director to modify contract payment terms and non-material contract terms and conditions, with modifications.

3. Defer action, pending additional information or further staff analysis.

CAC POSITION

Due to the year-end holidays, the Citizens Advisory Committee does not meet in late December and therefore, did not take a position on this item.195

FINANCIAL IMPACTS

The scope of work and budget described in the proposed amendment will be included in the Transportation Authority's mid-year budget amendment and sufficient funds will be included in next fiscal year's budget to cover the cost of these contracts. Budget for these activities will be funded by a combination of federal Surface Transportation Program grants, federal grants from Caltrans and MTC, local contributions from the Treasure Island Development Authority and Prop K funds.

RECOMMENDATION

Recommend exercising the second one-year option of the consultant contracts with Arup North America Limited, Nelson\Nygaard Consulting Associates, and Stantec Consulting Services Inc., increasing the contract amounts by \$836,000, to a combined total amount not to exceed \$1,736,000, for on-call transportation planning services, and authorizing the Executive Director to modify contract payment terms and non-material contract terms and conditions.

Attachment:

1. List of proposed projects and funding sources

**Attachment 1:
List of proposed projects and funding sources**

Projects	Funding Source(s)	Amount
1. SFTP Update	Federal Surface Transportation Program grant, Prop K and anticipated funding from the Mayor's Office	\$200,000
2. Treasure Island Mobility Management Program	Federal grants from Caltrans and MTC, Treasure Island Development Authority and Prop K	\$195,000
3. Strategic Highway Research Program Transit Passenger Simulation	Federal grant from MTC	\$116,000
4. Geary BRT	Prop K	\$100,000
5. Chinatown NTP	Prop K	\$15,000
6. Freeway Corridor Management Study	Caltrans Planning Grant and Prop K	\$15,000
7. Contingency	To be determined	\$195,000
TOTAL		\$836,000