

**Metropolitan Transportation Commission
Administration Committee**

January 12, 2022

Agenda Item 2d - 21-1640

Contract Amendment – Website Management, Design, and Development Services: Exygy, Inc. (\$85,100)

Subject:

This item requests Committee approval to enter into a contract amendment to extend the contract through June 30, 2022, in an amount not to exceed \$85,100 with Exygy, Inc. (Exygy) to conduct ongoing website maintenance and support as well as data analysis, design, and development activities associated with the Vital Signs website.

Background:

In November 2016, MTC issued a Request for Qualifications (RFQ) for On-Call Website Operations, Maintenance and Improvement Services. The RFQ contained two service categories in which firms were invited to submit qualifications: 1) website operations, technical support and maintenance services; 2) and website design, development and enhancement services. In April 2017, MTC recommended that five of the nine firms that submitted statements of qualifications in response to the RFQ be placed on an on-call bench. The bench included Exygy, which qualified in both service categories and was ultimately selected as the appropriate firm for ongoing work on the Vital Signs performance monitoring website based on its work experience, cost-effectiveness, depth of staff resources, and communications skills.

As a key implementation activity of the first three iterations of Plan Bay Area, the Vital Signs website allows stakeholders and the public to better understand key regional trends and to track progress towards adopted targets. Exygy has been the lead consultant on the project since 2017, assisting with visualization updates and new features including the federal targets page, the refreshed project homepage, new indicator pages, and a series of pages that allow users to explore forecast data generated through the Horizon effort.

The Vital Signs website was originally designed in 2015 and pre-dates Exygy's work. Exygy has supported incremental improvements of the website over the past five years. Over the past year and a half, MTC has been working with Exygy to modernize, redesign and relaunch an updated version of the Vital Signs website and migrate to a more streamlined Content Management

System for more faster and easier updates. The technical prototype is expected to be ready early 2022, and this amendment is focused on bringing this work to completion. This includes beta-testing and QA/QC of the new site, post-launch support, sunsetting the old site once the new product is fully ready, catching any technical or data migration errors, and other clean-up tasks as needed.

The proposed amendment would extend the contract through June 30, 2022 and add \$85,100 for a total new contract not to exceed amount of \$1,020,000 for the five-year period. Staff plans to issue a procurement in Spring of 2022 to cover further maintenance and ongoing development of the Vital Signs site from Fiscal 2022/2023.

Next Steps:

Staff will seek to amend the existing contract to run for the remainder of the fiscal year.

Issues:

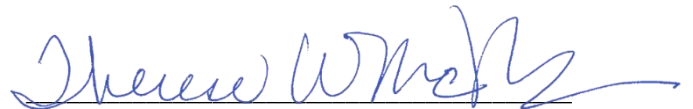
None identified.

Recommendations:

Staff recommends that this Committee authorize the Executive Director or designee to negotiate and enter into a contract amendment with Exygy to extend the contract through June 30, 2022 and add \$85,100 for a total new contract not to exceed amount of \$1,020,000, to fund ongoing data analysis, maintenance, design, and development tasks associated with the Vital Signs website.

Attachments:

- Attachment A – Small Business and Disadvantaged Business Enterprise Status; and
- Request for Committee Approval Summary of Proposed Contract Amendment Sheet



Therese W. McMillan

Attachment A

Disadvantaged Business Enterprise and Small Business Enterprise Status

	Firm Name	Role on Project	DBE * Yes	If DBE Yes, List #	DBE No	SBE* * Yes	If SBE Yes, List #	SBE No
Prime Contractor	Exygy, Inc.	Website maintenance and development			X	X	2001043	
Subcontractor								
Subcontractor								

*Denotes certification by the California Unified Certification Program (CUCP).

**Denotes certification by the State of California.

Request for Committee Approval

Summary of Proposed Contract Amendment

Work Item No.:	1212
Consultant:	Exygy, Inc.
Work Project Title:	Website Management, Design, and Development Services
Purpose of Project:	To continue providing up-to-date data and analytics for stakeholders and the public at large through the Vital Signs performance monitoring website, in order to track progress towards regional, state, and federal goals
Brief Scope of Work:	Data analysis, maintenance, design and development work for the Vital Signs performance monitoring website
Project Cost Not to Exceed:	\$85,100
	Current contract amount before this amendment: \$934,900
	Maximum contract amount after the amendment: \$1,020,000
Funding Source:	General Fund
Fiscal Impact:	\$85,100 is included in the FY 2021-22 Agency Budget
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with Exygy, Inc. for ongoing data analysis, maintenance, design, and development tasks associated with the Vital Signs website as described above and in the Administration Committee Summary Sheet dated January 12, 2022, and the Chief Financial Officer is authorized to set aside \$85,100 for such amendment.
Administration Committee:	
	<hr/> Federal D. Glover, Chair
Approved:	January 12, 2022