

**Bay Area Infrastructure Financing Authority**  
**BAIFA**

May 26, 2023

Agenda Item 3b - 23-0609

**Contract Amendment – Express Lanes Program Advisor: WSP USA, Inc. (\$2,100,000)**

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**Subject:**

A request to negotiate and enter into a contract amendment with WSP USA, Inc. (WSP) in an amount not to exceed \$2,100,000 to provide technical expertise and staff resources for implementation and operation of express lanes for a one year extension, subject to approval of the Fiscal Year 2023-24 BAIFA Budget.

**Background:**

The Express Lanes Program Advisor provides technical expertise and augments staff resources to perform a broad range of work related to planning, policy, implementation, and operations of BAIFA's Express Lanes Network as well as for regional coordination on express lanes issues. The Program Advisor also supports BAIFA in meeting its contractual obligations to provide operational services for San Mateo County Express Lanes JPA. (Refer to Attachment A)

In January 2018, the Authority approved a contract award to WSP for program advisor services for the BAIFA express lanes program. The procurement anticipated a base term of 3.5 years with a completion date of June 30, 2021, with the option to extend up to two additional years. BAIFA exercised the option to extend. This contract expires June 30, 2023.

Staff began development of a new procurement for Program Advisor services. Staff expects to release a Request for Proposal in May 2023, execute a contract by end of 2023, and then complete a transition to the new consultant. For this reason, staff seeks to extend the contract for one-year, on a sole source basis to ensure continuous support through the procurement process and transition.

The estimated cost of services during this extension is \$2,100,000, which is subject to approval of the Fiscal Year 2023-24 BAIFA Express Lanes Capital budget. Attachment B includes a summary of WSP and its project team's small business and disadvantaged business enterprise status.

**Issues:**

None.

**Recommendations:**

Staff recommends authorization for the Executive Director or designee to negotiate and enter into a contract amendment not to exceed \$2,100,000 with WSP for a one-year extension for program advisor services, subject to the adoption of the Fiscal Year 2023-24 BAIFA Budget.

**Attachments:**

- Attachment A: Express Lane Program Advisor Scope of Work
- Attachment B: Small Business and Disadvantaged Business Enterprise Status For WSP, USA, Inc.
- Request for Authority Approval – Summary of Proposed Contract Amendment



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Andrew B. Fremier

**Attachment A**

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**Express Lane Program Advisor Scope of Work**

**Required Tasks**

1. Technical/strategic advice for implementation, operations and policy issues;
2. Toll system project assistance to support oversight of the BAIFA toll system integrator;
3. Operations/maintenance planning and support to open new BAIFA lanes or for changes to existing lanes;
4. Public education to augment staff when opening new BAIFA lanes;
5. Program controls, e.g., cost, change, quality, risk, documents (MTC will manage some controls, such as schedule and reporting, in-house) ; and
6. Contract management/administration.

**Optional Tasks if needed**

7. Project/contract management for civil construction, communications and utilities work for BAIFA lanes;
8. Program controls beyond the current anticipated division of labor with BAIFA staff;
9. Ongoing express lanes operations beyond the initial opening of a new lane;
10. Express lanes toll system maintenance to support BAIFA staff with management and coordination activities; and
11. Procurement support for planning and implementation of future BAIFA express lanes.

**Attachment B**

**Disadvantaged Business Enterprise and Small Business Enterprise Status**

<b>Firm Name</b>	<b>Role on Project</b>	<b>DBE * Yes</b>	<b>If DBE Yes, List #</b>	<b>DBE No</b>	<b>SBE* * Yes</b>	<b>If SBE Yes, List #</b>	<b>SBE No</b>
WSP USA, Inc.	Prime			X			X
William R. Gray and Company (dba Gray-Bowen-Scott)	Subconsultant			X	X	1756291	
Kazoo Studios East	Subconsultant			X			X
Silicon Transportation Consultants	Subconsultant	X	43097		X	1802481	
Zoon Engineering	Subconsultant			X	X	58549	

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

\*\*Denotes certification by the State of California.

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**Request for Authority Approval**

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**Summary of Proposed Contract Amendment**

Work Item No.: 6840

Consultant: WSP USA, Inc. (San Francisco, CA)

Work Project Title: Express Lanes Program Advisor

Purpose of Project: Provide technical expertise for implementation and operation of express lanes, augmenting staff resources as needed.

Brief Scope of Work: Technical and strategic advice; operations/maintenance planning and support; public education; program controls and coordination; contract management and additional support as needed.

Project Cost Not to Exceed: \$2,100,000 (this amendment)

Total contract authorization before this amendment: \$10,445,000

Total contract authorization after this amendment: \$12,545,000

Funding Source: BAIFA Express Lanes Capital Project Budget

Fiscal Impact: Funding is subject to adoption of the Fiscal Year 2023-24 BAIFA Budget.

Motion by Authority: That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with WSP USA, Inc. for Express Lanes Program Advisor Services described above and in the Bay Area Infrastructure Financing Authority Summary Sheet dated May 24, 2023 and that the Chief Financial Officer is authorized to set aside \$2,100,000 for such contract amendment, subject to adoption of the Fiscal Year 2023-24 BAIFA Budget.

Bay Area Infrastructure  
Financing Authority:

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Alfredo Pedroza, Chair

Approved: May 24, 2023