

**Metropolitan Transportation Commission**  
**Administration Committee**

April 10, 2024

Agenda Item 2f-24-0365

**Contract Amendment - Transit Performance Monitoring Program: Pierlott & Associates, LLC (\$329,388)**

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**Subject:**

Authorization to negotiate and execute a contract amendment in an amount not to exceed \$329,388 and to extend the contract term through FY 2025-26 with Pierlott & Associates, LLC to conduct Transportation Development Act (TDA), Regional Measure 2 (RM2) and Regional Measure 3 (RM3) performance audits for the Metropolitan Transportation Commission (MTC) and Bay Area transit operators as part of the Transit Performance Monitoring Program.

**Background:**

- 1. TDA (Transportation Development Act) Triennial Audits:** Mandated by California Public Utilities Code Section 99246, these audits require transportation planning agencies like MTC to appoint independent entities to evaluate the efficiency, effectiveness, and economy of operations for MTC and each transit operator receiving TDA Article 4 funds.
- 2. RM2 (Regional Measure 2) Program Performance Review:** According to California Streets and Highway Code (S&HC) 30914.5(a), MTC is required to annually adopt performance measures related to farebox recovery ratio and ridership. The consultant will evaluate performance measures for transit operations projects, taking into account market demands and policy objectives. The goal is to ensure that RM2 operating funds are efficiently allocated to services within designated corridors outlined in legislation or redirected by the Commission following a public hearing process, with the aim of enhancing transit effectiveness and efficiency.
- 3. RM3 (Regional Measure 3) Program Performance Review:** Pursuant to MTC Resolution No. 4404, Revised, consultant will assess the performance of ongoing projects and summarize the performance findings, with a particular focus on any operators failing to meet the performance measures outlined in MTC's RM3 Policies and Procedures. Should project sponsors develop corrective action plans, Consultant will evaluate these plans to confirm that RM3 funds are allocated to services aligning with regional policies

and addressing customer needs, and will offer recommendations for improvements within the RM3 Operating Program.

Following a competitive procurement, this Committee authorized an agreement with Pierlott & Associates, LLC to conduct Transportation Development Act (TDA) performance audits of MTC and Bay Area transit operators at its September 2023 meeting. Pierlott & Associates, LLC is neither a Disadvantaged Business Enterprise nor a Small Business Enterprise.

**Issues:**

None identified.

**Recommendations:**

Staff recommends the Committee authorize the Executive Director or designee to negotiate and enter into a contract amendment with Pierlott & Associates, LLC to add an amount not to exceed \$329,388, for a new contract not to exceed amount of \$669,760.

**Attachments:**

- Request for Committee Approval – Summary of Proposed Contract Amendment



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Andrew B. Fremier

**Request for Committee Approval**

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**Summary of Proposed Contract Amendment for Transit Performance Monitoring Program: Pierlott & Associates, LLC**

Work Item No.: 1514

Consultant: Pierlott & Associates, LLC  
Pennsauken, NJ

Work Project Title: MTC Transit Performance Monitoring Program

Purpose of Project: To perform legally-required audits of various MTC projects and perform other performance review professional services, as needed.

Brief Scope of Work: Conduct triennial TDA audit of MTC and transit operators and review operators' performance as relates to RM2 and RM3 Operating Program performance measures.

Project Cost Not to Exceed: \$329,388 this amendment  
Previous contract amount = \$340,372  
Total authorized contract amount after this amendment = \$669,760

Funding Source: TDA and RM2 funds

Fiscal Impact: \$100,000 is available in MTC's fiscal year (FY) 2023-24 budget and the remainder is subject to approval in future year budgets.  
\$100,000 for the remainder of FY 2023-24  
\$125,072 for FY 2024-25  
\$104,316 for FY 2025-26

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract amendment in an amount not to exceed \$329,388 with Pierlott & Associates, LLC for the Transit Performance Monitoring Program described above and in the Administration Committee Summary Sheet dated April 10, 2024, and that the Chief Financial Officer is authorized to set aside \$329,388 for such contract amendment subject to approval of the FY 2024-25 and FY 2025-26 agency budgets.

Administration Committee:

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Gina Papan, Chair

Approved: April 10, 2024