

# Association of Bay Area Governments

## Executive Board

---

May 16, 2024

Agenda Item 6.b.

Contract Amendment – Agency Website Support Services: Peak Digital, LLC (\$200,000)

---

### Subject:

Authorization to enter into contract amendment with Peak Digital, LLC to provide for Fiscal Year (FY) 2024-25 agency website support services in the amount not to exceed \$200,000

### Background:

In March 2021, the Metropolitan Transportation Commission (MTC) selected Peak Digital, LLC from a bench of pre-qualified firms to provide website support services to operate, maintain, and enhance MTC and Association of Bay Area Government (ABAG)-related agency websites through June 30, 2024.

In June 2021, the ABAG Executive Board approved a contract amendment to provide ongoing website support services to operate, maintain, and enhance agency websites for FY 2021-22. In August 2021, and in December 2021, the Executive Director approved contract amendments with Peak Digital, LLC to provide website support services for the BayREN website and for the Technical Assistance web portal. In March 2022, the ABAG Executive Board approved a contract amendment to provide a managed services solution for the hosting of the agency websites, which delivers cost and resource benefits to MTC and ABAG.

In June 2022, the ABAG Executive Board approved a contract amendment with Peak Digital, LLC to provide ongoing website support services to operate, maintain, and enhance agency websites for FY 2022-23. In January 2023, the Executive Director approved a contract amendment to provide ongoing website support services for the BayREN website.

In July 2023, the ABAG Executive Board approved a contract amendment with Peak Digital, LLC to provide ongoing website support services to operate, maintain, enhance, and host agency websites and the BayREN website, for FY 2023-24. In December 2023, the Executive Director approved a contract amendment to provide ongoing website support services for the BayREN website and to extend the contract term by two years, to June 30, 2026.

This amendment would allow Peak Digital, LLC to continue to provide ongoing website support services and a managed services solution for the hosting of the agency websites, for FY 2024-25.

The contract amendment with Peak Digital, LLC for which authorization is being sought will not change the contract term, it only adds funds for FY 2024-25. The contract term as currently executed ends on June 30, 2026. Each fiscal year funds are requested, and if the budget is approved, these funds are amended into the contract. Any unspent funds are able to rollover to subsequent fiscal years.

The current contract value is \$3,240,750. This amendment would add \$2,075,000, bringing the contract to a new total not to exceed amount of \$5,315,750 through the term of June 30, 2026.

# Association of Bay Area Governments

## Executive Board

---

May 16, 2024

Agenda Item 6.b.

Contract Amendment – Agency Website Support Services: Peak Digital, LLC (\$200,000)

---

MTC will contribute \$1,875,000 and ABAG will contribute \$200,000 towards this amendment, which requires Executive Board approval based on ABAG Resolution 18-2020. The MTC Administration Committee approved the MTC portion on May 8, 2024. These funds are pending approval of the FY 2024-25 MTC and ABAG budgets.

### Issues:

None

### Recommended Action:

The Executive Board is requested to authorize the Executive Director of the Metropolitan Transportation Commission, or his designee, to enter into contract amendment with Peak Digital, LLC to provide for Fiscal Year (FY) 2024-25 agency website support services in the amount not to exceed \$200,000.

### Attachments:

Summary Approval

### Reviewed:



Andrew Fremier