



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TDD/TTY 510.817.5769
FAX 510.817.5848
E-MAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

Agenda Item 2h

Memorandum

TO: Administration Committee

DATE: September 2, 2015

FR: Executive Director

WI: 1121

RE: Contract Amendment – Communications Assistance for Regional Planning Activities:
Barbary Coast Consulting (\$100,000)

This memorandum asks for Committee approval of a contract amendment with Barbary Coast Consulting in an amount not to exceed \$100,000 for continued communications assistance for regional planning activities, including work on Plan Bay Area 2040.

Background:

Barbary Coast Consulting was selected in June 2014 in response to a competitive procurement to assist MTC with communications for regional planning activities. Nine responsive proposals were received. A panel that included MTC and ABAG staff members selected Barbary Coast Consulting and a contract for \$75,000 was executed under the Executive Director's contract authority. This committee approved the addition of \$100,000 to the contract in January 2015.

Under the current contract Barbary Coast Consulting is assisting with communications for Plan Bay Area 2040, and assisted both MTC and ABAG staff in writing and production of the display boards used at the Plan Bay Area 2040 open houses held earlier this year. Barbary Coast also continues to provide communications assistance with the PlanBayArea.org website, fact sheets, presentations and other materials as needed.

The additional \$100,000 will be used for assistance in developing handouts and displays for the next round of public engagement next spring, as well as developing online tools to gather input on strategies and policies for potential scenarios being considered. These activities fall within the scope of work outlined in the procurement, which anticipated adding funds through the 2017 adoption of Plan Bay Area 2040. The funds for this amendment are included in the FY 2015-16 agency budget. Barbary Coast has one subcontractor; neither firm is a small business nor a disadvantaged business enterprise.

Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Barbary Coast Consulting in an amount not to exceed \$100,000 for continuing communications assistance for regional planning activities, including work on the update to Plan Bay Area.

Steve Heminger

SH:CA

J:\COMMITTEE\Administration\2015 by Month\9_September 2015\2h_Barbary Coast_Contract_Amendment_Alvarado.doc

REQUEST FOR COMMITTEE APPROVAL
Summary of Proposed Consultant Contract Amendment

Work Item No.:	1121
Consultant:	Barbary Coast Consulting, San Francisco, CA
Work Project Title:	Communications Assistance for Regional Planning Activities
Purpose of Project:	Provide communications assistance for regional planning activities, including Plan Bay Area 2040.
Brief Scope of Work:	Task order-based assistance in areas that include writing text and producing display boards and other materials for upcoming public open houses for Plan Bay Area 2040; and other communications assistance such as with the Plan Bay Area website, fact sheets, presentations, customizable tool kits, and online tools.
Project Cost Not to Exceed:	\$100,000 (this amendment) Total Contract before this amendment: \$175,000 Total Authorized Contract after this amendment: \$275,000
Funding Source:	TDA
Fiscal Impact:	Included in the MTC FY 2015-16 budget
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Barbary Coast Consulting to provide the consulting services described above and in the Executive Director's memorandum dated September 2, 2015, and the Chief Financial Officer is directed to set aside funds in the amount of \$100,000 for such amendment.
Administration Committee:	<hr/> Adrienne Tissier, Chair
Approved:	Date: September 9, 2015