



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
Tel: 510.464.7700
TDD/TTY: 510.464.7769
Fax: 510.464.7848

Memorandum

TO: Administration Committee

DATE: December 2, 2015

FR: Executive Director

W.I.: 1413

RE: Contract Amendment – Bike to Work Day 2016: Bay Area Bicycle Coalition (\$150,000)

This memorandum requests Committee approval of a contract amendment with the Bay Area Bicycle Coalition (BABC) in an amount not to exceed \$150,000 for implementation of the Bay Area's Bike to Work program for 2016.

Background

In November 2013, the Operations Committee authorized a contract with BABC to implement the 2014 and 2015 Bike to Work programs. The Request for Qualifications (RFQ) under which BABC was selected allowed for a two-year initial term contract with an option to extend for up to three one-year periods for a total of five years.

Additionally, the Operations Committee approved moving the Bike to Work program from the Rideshare Program (Operations) to the Climate Initiatives Program, which falls under the Administration Committee. As such, staff is requesting Administration Committee approval of this contract amendment in an amount not to exceed \$150,000 for FY 2015-16. Attachment A includes a summary of BABC's and its project team's small business and disadvantaged business enterprise status.

BABC has consistently implemented a successful Bike to Work Program that continues to grow in participation year over year. In 2014 and 2015, participation in Bike to Work Day and the month-long Team Bike Challenge competition increased by nearly 20 percent from previous years. Further, BABC has efficiently managed the dozens of local implementing partners to make Bike to Work Day a truly regional event and the premier bicycling event in the region.

Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with BABC in an amount not to exceed \$150,000 for implementation of the 2016 Bike to Work program.



Steve Heminger

SH:ll
Attachment

Attachment A

		DBE* Firm			SBE** Firm			
Firm Name		Role on Project	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	Bay Area Bicycle Coalition	Regional Implementation/Project Management			X			X
	Bike East Bay (formerly East Bay Bicycle Coalition)	Local Implementation			X			X
Subcontractor	Marin County Bicycle Coalition	Local Implementation			X			X
	Napa County Bicycle Coalition	Local Implementation			X			X
	San Francisco Bicycle Coalition	Local Implementation			X			X
	Silicon Valley Bicycle Coalition	Local Implementation			X			X
	Solano Napa Commuter Information	Local Implementation			X			X
	Sonoma County Bicycle Coalition	Local Implementation			X			X
	SABP Reprographics	Printing	X	38792				X

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

**Denotes certification by the State of California.

Visit http://www.dot.ca.gov/hq/bep/find_certified.htm to check DBE status.

Visit <http://www.bidsync.com/DPXBisCASB> to check SBE status.

REQUEST FOR COMMITTEE APPROVAL

Summary of Consultant Contract Amendment

Work Item No.:	1413
Consultant:	Bay Area Bicycle Coalition San Francisco, CA
Work Project Title:	2016 Bike to Work Program
Purpose of Project:	To implement the nine-county San Francisco Bay Area's Bike to Work Program, including the annual Bike to Work Day and all related Bike Month activities.
Brief Scope of Work:	Bike to Work Program Implementation
Project Cost Not to Exceed:	This amendment – \$150,000 Current contract amount before this amendment - \$300,000 Maximum contract amount after this amendment - \$450,000
Funding Source:	CMAQ
Fiscal Impact:	\$150,000 is included in the MTC budget for FY 2015-16
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with the Bay Area Bicycle Coalition for implementation of the 2016 Bike to Work program as described above and in the Executive Director's memorandum dated December 2, 2015, and the Chief Financial Officer is authorized to set aside funds in the amount of \$150,000 for FY 2015-16 for such contract amendment.
Administration Committee:	<hr/> Adrienne J. Tissier, Chair
Approved:	December 9, 2015