



TO: Special Joint MTC Planning Committee with the  
ABAG Administrative Committee

DATE: December 9, 2015

FR: MTC Chair and ABAG President

RE: Concurrence in the Recommendation for Management Partners to be retained under MTC / ABAG  
Merger Study Contract (\$275,000)

This memorandum requests the Joint Committee's concurrence in the evaluation panel's recommendation to select Management Partners for the contract to conduct the MTC/ABAG Merger Study and Merger Implementation Plan (MIP) in an amount not to exceed \$275,000, and to forward the recommendation to MTC for approval.

### **Background**

On October 28<sup>th</sup>, the MTC Commission and ABAG Administrative Committee approved resolutions calling for development of a merger study and MIP. Specifically, the resolutions both include the provision below:

*MTC and ABAG shall expedite the retention of a mutually acceptable consultant to conduct a jointly funded merger study and a merger implementation plan of MTC and ABAG to be completed by June 1, 2016. The study shall examine the policy, management, financial and legal issues associated with further integration, up to and including institutional merger between MTC and ABAG and shall set forth the specific plans benchmarks, and milestones for implementation. This plan shall be referred to as the proposed ABAG/MTC Merger Implementation Plan (MIP). The study and plan shall be governed by the joint MTC Planning and ABAG Administrative committees and be informed by the full participation of designated ABAG and MTC representatives through public meetings governed by the Brown Act.*

### **Procurement Process**

On November 5, 2015, MTC, with ABAG concurrence, issued a Request for Qualifications (RFQ) for consultant assistance in the above-described project. An email advertising the availability of the RFQ on MTC's website was sent to almost 1,200 individuals/firms. MTC received two Statements of Qualifications (SOQ) by the due date specified in the RFQ, which were evaluated by a panel of representatives from MTC and ABAG.

The evaluation criteria included: 1) Individual and team experience (60%); 2) Written communication skills based on proposal, and presentation and facilitation skills based on prior performance (20%); and 3) Cost effectiveness, including reasonableness of hourly rates and reasonableness and appropriateness of preliminary budget (20%). For individual and team experience, the RFQ emphasized project manager and team experience as it relates to the preliminary scope of work; past performance in projects of similar scope and complexity; work with public agency governing boards and in response to strategic direction from more than one agency/project manager; and demonstrated timely completion of prior work within budget.

The two SOQs - from Management Partners and Saxon-Hamilton - came in at or under the amount budgeted for the project. The panel interviewed both firms on December 4, 2015. After a thorough review of the SOQs and the interviews, the evaluation panel unanimously recommended the selection of the Management Partners team, based on the scores in the table below

Firm	Location	Overall Score Based on Evaluation Factors
Management Partners	San Jose, CA	92
Saxon-Hamilton	Oakland, CA	61

The evaluation panel determined the Management Partners' team to be most advantageous to MTC and ABAG based on the evaluation criteria stated in the RFQ, as follows: the project manager's and team's extensive experience working with public agencies on projects of similar scope and complexity and with strategic direction from one or more government boards; the quality of their written SOQ and communication skills through the interview process; and their cost-effectiveness.

Management Partners, a firm comprised of former local government leaders, has worked with jurisdictions around the country, including dozens in the Bay Area. It helped develop the successful 2010 merger plan for the Alameda County Congestion Management Agency (ACCMA) and the Alameda County Transportation Improvement Authority (ACTIA) and consulted on similar projects for the Port of Sacramento, the Port of Oakland and the cities of Las Vegas and North Las Vegas. It has also worked with the Sacramento Area Council of Governments (SACOG), which is both a Metropolitan Planning Organization and a Council of Governments.

Management Partners is neither a small business nor a disadvantaged business enterprise and currently has no subcontractors.

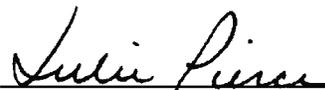
### Recommendation

We request that the Joint MTC Planning and ABAG Administrative Committee concur in the selection of Management Partners and request that:

1. the recommendation be forwarded to MTC at its December 16<sup>th</sup> meeting to authorize MTC's Executive Director or his designated representative, with concurrence from the ABAG Executive Director or his designated representative, to negotiate and enter into a consulting contract with Management Partners in an amount not to exceed \$275,000, with all costs to be shared equally by ABAG and MTC, to conduct the MTC/ABAG Merger Study and MIP.
2. the ABAG Administrative Committee authorize the ABAG Executive Director or his designated representative, to consult and concur with the MTC Executive Director or his designated representative, on the contract as outlined above, with all costs to be shared equally by ABAG and MTC, to conduct the MTC/ABAG Merger Study and MIP.



Dave Cortese



Julie Pierce

# REQUEST FOR COMMISSION APPROVAL

## Summary of Proposed Consultant Contract

Work Item No.: 1121

Contractor: Management Partners  
2107 North First Street, Suite 470  
San Jose, California

Work Project Title: MTC/ABAG Merger Study and Merger Implementation Plan

Purpose of Project: Conduct a MTC/ABAG Merger Study and Merger Implementation Plan

Brief Scope of Work: Perform a study to examine the policy, management, financial and legal issues associated with further integration of ABAG and MTC, up to and including institutional merger between MTC and ABAG.

Project Cost Not to Exceed: \$275,000

Funding Source: General Fund

Fiscal Impact: \$275,000 is included in MTC's FY 2015-16 Budget (The cost of this study will be shared equally with ABAG, so half of the cost will be reimbursed to MTC from ABAG).

Motion: That the Executive Director or his designee, with the concurrence from the ABAG Executive Director or his designated representative, is authorized to negotiate and enter into a contract with Management Partners to conduct the MTC/ABAG Merger Study and Merger Implementation Plan as described above and in the MTC Chair and ABAG President's memorandum to the Joint MTC Planning and ABAG Administrative Committee dated December 9, 2015, and the Chief Financial Officer to set aside funds in the amount of \$275,000 for such contract.

Commission: Approved: \_\_\_\_\_  
Dave Cortese

Approved: Date: December 16, 2015