



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Operations Committee

DATE: May 6, 2016

FR: Executive Director

W.I. 310-2700, 320-1221, 310-2780,
1251, 1252, 6840

RE: Consultant Panel: On-Call Consultant Assistance for Electronic Payment Implementation and Operations (Firms Listed on Attachment 1)

This memorandum requests approval of a pre-qualified panel of consultants to provide consulting assistance services to support the Electronic Payment Section (EPS), including but not limited to the Clipper® regional transit fare payment system, the FasTrak® electronic toll collection system and the regional Express Lanes (EL) program for a three-year period ending June 30, 2019; with a two-year option to extend. The specific firms and service categories proposed are listed as Attachment 1.

Procurement Process

On March 17, 2016, MTC issued a Request for Qualifications (RFQ) for Consultant Assistance Services. Invitations to submit Statements of Qualifications (SOQ) were sent to selected firms nominated by staff members as well as all eligible registrants in the MTC Contract Opportunities database. The RFQ contained six Service Categories, or areas of expertise, in which firms were invited to submit qualifications:

1. Program Management;
2. Planning;
3. Operational Monitoring and Reporting;
4. Technology Evaluation and Support;
5. Communications and Customer Information Services; and
6. Compliance and Risk Management.

Proposers were invited to submit to any and/or all Service Categories.

By April 20, 2016, 28 proposals were received. Each proposal was reviewed against the Minimum Qualifications Criteria (MQC), with all 28 proposals determined to meet the MQC. On April 26, 2016, these 28 proposals were evaluated by a panel comprised of MTC and Golden Gate Transit staff (the "Committee").

The Committee reviewed each proposal against the evaluation criteria specified in the RFQ, listed below in descending order of importance.

1. Experience and Qualifications of Firms and Proposed Staff	(30%)
2. Cost Effectiveness	(30%)
3. Depth of Staff Resources	(20%)
4. Written and Oral Communication	(15%)
5. References	(5%)
	(100%)

Each criterion was scored as noted, with a total possible score of 100. Adjectival scores of S(trength), M(eets criteria), or W(eakness) were used to support the numerical scores.

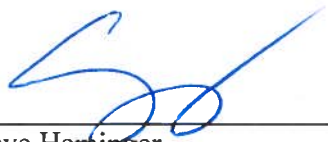
The Committee also evaluated the SOQs based on the firm's expertise and experience, qualifications of the Project Manager and key staff, and familiarity working with Bay Area agencies. Based on the results of the evaluation, the Committee recommended that 27 of the 28 proposals be approved as qualified for inclusion in the bench for their respective service categories, as summarized in Attachment 1 to this memorandum.

Staff recommends that the firms listed in Attachment 1 be approved as pre-qualified consultants for the Service Categories identified. All selected firms demonstrated strong project management skills and expertise in one or more of the transportation-related consulting services specified in the detailed description of the Service Categories for which they were selected. A summary of the Firms' disadvantage business enterprise (DBE) status and small business enterprise (SBE) status is listed on Attachment 2.

Selection for entry into a contract with one of the pre-qualified consultants may take place by direct selection or via a mini-procurement, pursuant to Pilot EDMM 352.

Recommendation

Staff recommends that the Operations Committee approve the pre-qualified consultant panel identified in Attachment 1 to provide on-call consultant assistance for electronic payment implementation and operations services to MTC on an as-needed basis, for a period extending through June 30, 2019, with an option on the part of MTC to extend through June 30, 2021. The amount included for this program in the proposed FY 2016-19 budget is \$1,500,000. Additional funds may become available for future fiscal years subject to the annual budget approval process. Staff will return to the Operations Committee for authorization of any contracts exceeding the Executive Director's signature authority.



Steve Heminger

Attachment:

- Attachment 1: On-Call Consultant Assistance for Electronic Payments Implementation and Operations - List of Firms and Service Categories
- Attachment 2: Disadvantaged Business Enterprise and Small Business Enterprise Status

SH: SA

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Attachment 1
On-Call Consultant Assistance for Electronic Payments Implementation and Operations

List of Firms and Service Categories

No.	Firm Name	Service Categories					
		Program Management	Planning	Operational Monitoring and Reporting	Technology Evaluation and Support	Communications and Customer Information Services	Compliance and Risk Management
1	Acumen Building Enterprise, Inc.	X	X	X	X	X	X
2	Alexan RPM	X	X	X	X	X	X
3	ALINC Consulting, Inc.	X	X	X	X	X	
4	Atkins North America, Inc.	X	X	X	X	X	X
5	Auriga Corporation	X	X	X	X	X	X
6	Caribou Public Relations, Inc.					X	
7	CH2M, Inc.	X	X	X	X	X	X
8	ChypUSA, Inc.	X	X		X		X
9	HNTB Corporation	X	X	X	X		
10	IBI Group	X	X	X	X		
11	Informatix, Inc.	X	X	X	X		X
12	Invoke Technologies	X	X	X	X		
13	Jacobs Engineering Group, Inc.	X	X	X	X	X	X
14	Kimley-Horn	X	X	X	X		X
15	KPMG LLP	X	X	X	X		X
16	LTK Engineering Services	X	X	X	X	X	X
17	Matsumoto Consulting LLC	X	X	X	X	X	X
18	MIG, Inc.					X	
19	OneWorld Communications, Inc.					X	
20	Resource Development Associates					X	
21	Sidecar, a Division of Swirl, Inc.					X	
22	Silicon Transportation Consultants (STC)	X	X	X	X		X
23	Solutions for Transit	X	X	X	X		
24	Synapse Strategies	X	X	X		X	X
25	Traffic Technologies Inc.	X	X	X	X	X	X
26	Virginkar and Associates, Inc. (VAI)	X	X	X	X	X	
27	Wilson, Sparling & Associates (WS&A)					X	

Attachment 2
Disadvantaged Business Enterprise and Small Business Enterprise Status

				DBE*			SBE**	
	Firm Name	Role on Project	No	Yes	If Yes, List #	No	Yes	If Yes, List #
Prime Consultant	Acumen Building Enterprise, Inc.	RFQ - TBD		X	26422		X	19078
Prime Consultant	Alexan RPM	RFQ - TBD	X			X		
Subconsultant	The Results Group	RFQ - TBD	X				X	2001342
Prime Consultant	ALINC Consulting, Inc.	RFQ - TBD		X	35752	X		
Subconsultant	The Transport Group	RFQ - TBD		X	40819	X		
Subconsultant	ALCO	RFQ - TBD		X	17042	X		
Prime Consultant	Atkins North America, Inc.	RFQ - TBD	X			X		
Subconsultant	Matsumoto Consulting LLC	RFQ - TBD		X	42505		X	1791573
Subconsultant	Lumenor	RFQ - TBD		X	40309	X		
Subconsultant	Faithful & Gold	RFQ - TBD	X			X		
Prime Consultant	Auriga Corporation	RFQ - TBD		X	31943		X	16665
Subconsultant	Resource Development Associates (RDA)	RFQ - TBD	X				X	1002364
Prime Consultant	Caribou Public Relations, Inc.	RFQ - TBD		X	41619	X		
Prime Consultant	CH2M, Inc.	RFQ - TBD	X			X		
Subconsultant	TransSight	RFQ - TBD		X	42484	X		
Prime Consultant	ChypUSA, Inc.	RFQ - TBD	X			X		
Prime Consultant	HNTB Corporation	RFQ - TBD	X			X		
Subconsultant	Cambria Solutions	RFQ - TBD		X	36000		X	36337
Prime Consultant	IBI Group	RFQ - TBD	X			X		
Prime Consultant	Informatix, Inc.	RFQ - TBD	X			X		
Subconsultant	Robert O'Neill (no firm named)	RFQ - TBD	X			X		
Subconsultant	Daniel King (no firm named)	RFQ - TBD	X			X		
Prime Consultant	Invoke Technologies	RFQ - TBD	X			X		

Prime Consultant	Jacobs Engineering Group, Inc.	RFQ - TBD	X			X		
Prime Consultant	Davis and Associates	RFQ - TBD		X	26344	X		
Prime Consultant	Kimley-Horn	RFQ - TBD	X			X		
Prime Consultant	KPMG LLP	RFQ - TBD	X			X		
Prime Consultant	LTK Engineering Services	RFQ - TBD				X		
Prime Consultant	Matsumoto Consulting LLC	RFQ - TBD		X	42505		X	1791573
Prime Consultant	MIG, Inc.	RFQ - TBD	X			X		
Prime Consultant	OneWorld Communications, Inc.	RFQ - TBD	X			X		
Prime Consultant	Resource Development Associates (RDA)	RFQ - TBD	X				X	1002364
Prime Consultant	Sidecar, a division of Swirl, Inc.	RFQ - TBD	X			X		
Prime Consultant	Silicon Transportation Consultants (STC)	RFQ - TBD		X	43097		X	1802481
Subconsultant	David Pope Consulting	RFQ - TBD	X			X		
Subconsultant	Transportation Mobility Solutions	RFQ - TBD		X	42896		X	2000500
Prime Consultant	Solutions for Transit	RFQ - TBD		X	37709		X	1295820
Prime Consultant	Synapse Strategies	RFQ - TBD		X	41964	X		
Prime Consultant	Traffic Technologies, Inc.	RFQ - TBD	X			X		
Subconsultant	Four Nines	RFQ - TBD	X				X	1751254
Prime Consultant	Virginkar and Associates, Inc. (VAI)	RFQ - TBD		X	8471	X		
Prime Consultant	Wilson Sparling & Associates (WS&A)	RFQ - TBD	X				X	1791728

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

**Denotes certification by the State of California.

REQUEST FOR COMMITTEE APPROVAL
Summary of Proposed Consultant Panel

Work Item No.:	1221, 2700, 2780, 1251, 1252, 6840
Contractors:	See Attachment 1 to Executive Director's Memorandum, dated May 6, 2016
Work Project Title:	On-Call Consultant Assistance for Electronic Payments Implementation and Operations
Purpose of Project:	Provide implementation and operations assistance for Electronic Payment Section programs.
Brief Scope of Work:	Qualify advisory firms who offer consulting services programs administered by Electronic Payments Section including, but are not limited to the Clipper [®] regional transit fare payment system, the FasTrak [®] electronic toll collection system (administered by the Bay Area Toll Authority) and the regional Express Lanes program (administered by the Bay Area Infrastructure Financing Authority).
Project Cost Not to Exceed:	Individual contracts TBD.
Funding Source:	Varies
Fiscal Impact:	No immediate fiscal impact until contracts are awarded. Funds for future fiscal years are subject to agency budgetary approval process.
Motion by Committee:	That the above-referenced consultants be pre-qualified to enter into contracts with MTC to provide on-call consultant assistance for electronic payments implementation and operations on an as-needed basis through June 30, 2019, as described above and in the Executive Director's memorandum dated May 6, 2016 subject to applicable contract approval procedures and necessary budget approvals, with an option on the part of the applicable agency to extend contracts for an additional two years.
Operations Committee:	<hr/> Scott Haggerty, Chair
Approved:	Date: May 13, 2016