



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: May 3, 2017

FR: Executive Director

W. I. 1517

RE: Contract - Regional Transit Asset Management Group Plan(s)/Guidance and Support: WSP Parsons Brinckerhoff (\$500,000)

This memorandum requests the Committee's approval to enter into a two-year contract with an option to extend for an additional two years, with WSP Parsons Brinckerhoff (PB) in the amount of \$500,000 to: 1) Develop a Group Transit Asset Management (TAM) Plan(s) for Tier II operators in the region; 2) Provide as-needed technical assistance to Tier I operators in the development of their own TAM plans; and 3) Provide recommendations to MTC on the implementation of a region-wide TAM plan.

Background

Section 5326 of the Moving Ahead for Progress in the 21st Century Act (MAP-21) established new requirements for transit asset management by Federal Transit Administration (FTA) designated recipients and grantees with the goal of bringing the nation's public transit system into a state of good repair. In July, 2016 the FTA published a final rule to establish a National Transit Asset Management (TAM) System in accordance with MAP-21 (the TAM Rule). The rule contains new requirements for public transit providers, and reporting requirements for designated recipients (MTC). One of the major requirements set forth in the rule is the development of TAM plans for both Tier I and Tier II operators (see Table 1 for a list of Tier I and Tier II operators in the region). Tier I, or large operators (rail operators and any operators with 101 or more vehicles), must do their own TAM plan consisting of nine required elements. Tier II, smaller operators, may do their own plan or participate in a group plan. There are only four required elements to the TAM plan for Tier II operators.

MTC views the TAM Rule as an opportunity to refine and expand TAM efforts in the region and is seeking the services of a qualified consultant team experienced in the area of transit asset management to help the region's operators and MTC comply with the TAM Rule and assist in strategic planning of region-wide TAM implementation, with the goal of developing consensus around best practices among the region's operators.

Procurement Process

On March 8, 2017, MTC issued a Request for Proposal (RFP) for consultant assistance in the above-described project. An email advertising the opportunity was sent to 1,888 firms. MTC received two proposals from CH2M Hill and WSP Parsons Brinckerhoff (PB), which were

evaluated by a panel of representatives from MTC and three Tier II operators (Solano County Transit, Eastern Contra Costa Transit Authority, and Central Contra Costa Transit Authority). The evaluation criteria included: 1) Proposer Firm/Team Experience, in relation to the expertise sought by MTC (30%); 2) Cost and cost effectiveness of the Cost Proposal (30%); 3) Approach to completing the project, including but not limited to: understanding of the need, requirements, proposed approach to project tasks; strategy for managing resources; and approach to quality control and quality assurance (30%); and 4) Written/Oral Communications, as evidenced in the submitted proposal and through oral interviews (10%).


After initial evaluation, the evaluation panel interviewed both firms to discuss the panel's concerns over budget, allocation of hours, and approach. On April 20, 2017, MTC then issued a request for Best and Final Offers (BAFOs) to both firms, asking them to address the concerns raised regarding their proposals. Both firms responded with a BAFO on April 25, 2017, proposing the following budgets for Tasks 1 and 2:

Firm	Location	Proposal Budget
CH2M Hill	San Francisco, CA	\$260,500
WSP Parsons Brinckerhoff	San Francisco, CA	\$290,697

At MTC's request, the proposed budgets did not include costs for the as-needed assistance services that will have scope and costs determined at a later date. The balance of the \$500,000 requested will go towards this work, which will be awarded on a task order basis. After evaluation of the BAFOs, the panel decided to recommend selection of PB for award. PB received an average score of 87, while CH2M Hill received an average score of 78. The panel felt that PB's familiarity with the TAM process, experience coordinating with Tier II operators on TAM, and the proposed scope of work justified the difference in cost from CH2M Hill's proposal. CH2M Hill's experience was more heavily weighted towards consulting for larger transit operators, and its approach did not coincide as well with the evaluation panel's vision of focused assistance to Tier II operators for the project.

Recommendation

Staff recommends that the Committee authorize the Executive Director or his designated representative to negotiate and enter into a two year contract, with an option to extend for an additional two years, with WSP Parsons Brinckerhoff, in an amount not to exceed \$500,000 to develop a Group TAM Plan for Bay Area Tier II operators, and to provide assistance to Tier I operators in developing their TAM plans.



Steve Heminger,
Executive Director

SH:sh

Table 1

<u>Tier I:</u>	<ul style="list-style-type: none"> ○ Alameda-Contra Costa Transit District (AC Transit) ○ San Joaquin Rail Commission (ACE) ○ San Francisco Bay Area Rapid Transit District (BART) ○ Peninsula Joint Powers Board (Caltrain) ○ Golden Gate Bridge, Highway and Transportation District (GGBHTD) ○ San Francisco Municipal Railway (SFMTA) ○ Santa Clara Valley Transportation Authority (VTA) ○ San Mateo County Transit District (SamTrans)
<u>Tier II:</u>	<ul style="list-style-type: none"> ○ Napa Valley Transit ○ Livermore Amador Valley Transit Authority (LAVTA) ○ Central Contra Costa Transit Authority (CCCTA) ○ Petaluma Transit ○ Eastern Contra Costa Transit Authority (Tri Delta Transit) ○ Marin County Transit ○ Solano County Transit (SolTrans) ○ Santa Rosa City Bus ○ Sonoma Marin Area Rail Transit (SMART) ○ Sonoma County Transit ○ Union City Transit ○ Fairfield-Suisun Transit ○ Vacaville City Coach ○ Western Contra Costa Transit Authority (WestCAT) ○ Water Emergency Transportation Authority (WETA), including Alameda-Oakland and Vallejo Ferries

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract

Work Item No.:	1517
Contractor:	WSP Parsons Brinckerhoff, San Francisco, CA
Work Project Title:	Regional Transit Asset Management Group Plan(s)/Guidance and Support
Purpose of Project:	To develop a Group Transit Asset Management (TAM) Plan for Bay Area Tier II operators, and to provide assistance to Tier I operators in developing their TAM plans.
Brief Scope of Work:	Develop a Group TAM Plan for Tier II operators, provide technical assistance for Tier I operators for the creation of their own plans, and provide recommendations and offer strategic planning support to MTC on the implementation of Transit Asset Management region-wide.
Project Cost:	\$500,000
Funding Source:	FTA Section 5303
Fiscal Impact:	\$500,000 is available in the FY 2016-17 Budget.
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract with WSP Parsons Brinckerhoff, to prepare a Group TAM Plan for Tier II operators, and to provide assistance to Tier I operators in the creation of their own plans as described above and in the Executive Director's May 3, 2017 memorandum, and the Chief Financial Officer is directed to set aside funds in the amount of \$500,000 for such contract.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: May 10, 2017