



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Administration Committee

DATE: February 7, 2018

FR: Executive Director

W. I. 1122

RE: Contract Amendment - California Metropolitan Planning Organization Cooperative Household Travel Survey: Resource Systems Group, Inc. (\$500,000)

This memorandum requests the Committee's approval to enter into a contract amendment with Resource Systems Group, Inc. (RSG), in an amount not to exceed \$500,000, to administer a travel survey of Bay Area transportation network company (TNC) passengers.

Background

Use of TNCs within the Bay Area is rapidly growing. While regional use figures are unavailable, a recent San Francisco County Transportation Agency (SFCTA) study revealed that up to 25 percent of all vehicle trips in San Francisco's downtown core during peak periods are TNCs, and that TNC usage at the San Francisco International Airport increased over five percent per month last year.¹ Such impacts to the transportation system are accompanied by very little understanding of TNC user demographics, trip purposes, travel mode shifts, vehicle occupancies, changes in car ownership habits, and air quality impacts.

In September 2015 MTC, Southern California Association of Governments (SCAG), Sacramento Area Council of Governments (SACOG), and the San Diego Association of Governments (SANDAG) (collectively, MPO Partners) entered into a memorandum of agreement (MOA) to coordinate their efforts in the collection of household travel survey data. The MOA establishes an approach for sharing program start-up, overhead, and maintenance costs under a single procurement. The MPO Partners have pursued a program methodology that yields more consistent data collection between the regions, and supports better inter-regional data comparisons. The MOA outlines three phases for this project:

- 1) **Phase 1: Survey Development** – Development of the survey instrument and procedures for household travel data collection.
- 2) **Phase 2: Maintenance of Survey Infrastructure** – Methodology testing and refinements of work products developed in Phase 1, above.
- 3) **Phase 3: Data Collection** – Collection of household travel survey data, performed within each of the MPO Partner regions.

In October 2016, this Committee approved budget for an RSG contract to pursue the above Phases 1 and 2 of the project, and thus far the MPO Partners have developed a shared surveying

¹ ["TNCs Today: A Profile of San Francisco Transportation Network Company Activity."](#), San Francisco County Transportation Authority, 2017.

instrument for the four regions and have begun pretesting it within the SACOG region. The contract also allows that, at MTC's option, RSG may be engaged for Phase 3 work, household travel survey data collection, which may be done concurrently with Phase 1 and Phase 2 work, but with a separate budget.

Data collected within Phase 3 are used to support travel demand model refinements, to better inform regional transportation equity analyses, and to quantify the impact of emergent travel modes on the overall transportation system. Based on MTC's need to better understand and model the impacts and behaviors related to TNC use, staff intends to use the RSG contract for a TNC user and non-user survey.

MTC and SFCTA staff have developed a partnership to share technical expertise and survey development and overhead costs, and to collect TNC data within San Francisco and throughout the Bay Area. The proposed contract amendment will utilize RSG's work under Phase 1 and Phase 2 to fund a travel and demographic survey of TNC users and non-users to understand the context of TNC use within the larger transportation system. MTC staff are currently working with SFCTA to develop a funding agreement, whereby SFCTA will contribute approximately \$200,000 of the anticipated \$500,000 project budget. RSG's and its subcontractors' small business and disadvantaged business enterprise status are shown in Attachment A.

Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with RSG in an amount not to exceed \$500,000 to perform a Bay Area TNC survey, subject to \$200,000 in funding from SFCTA.



Steve Heminger

SH:si
Attachment

Attachment A

			DBE* Firm			SBE** Firm		
	Firm Name	Role on Project	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	Resource Systems Group, Inc.	Project Lead			X			X
Subcontractor	Data Perspectives Consulting	Data Collection and Methodology	X	42636				X
	University of California, Berkeley	Travel Behavior and Modeling Expertise			X			X
	University of Kentucky	Activity-Based Travel Demand Modeling Expertise			X			X

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

**Denotes certification by the State of California.

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Work Item No.:	1122
Consultant(s):	Resource Systems Group, Inc., San Diego, CA
Work Project Title:	California Metropolitan Planning Organization Cooperative Household Travel Survey
Purpose of Project:	Collect and analyze transportation network (TNC) company use data.
Brief Scope of Work:	Collect TNC user and non-user data to better understand under what conditions TNCs are used, and by whom.
Project Cost Not to Exceed:	\$500,000 (this amendment) Total contract before this amendment: \$1,160,000 Total Authorized Contract after this amendment: \$1,660,000
Funding Source:	FHWA Planning, FTA 5303, and SFCTA funds
Fiscal Impact:	Funds are included in the FY 2017-18 agency budget (\$300,000) and a funding agreement with SFCTA (\$200,000) is being developed.
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Resource Systems Group, Inc. to perform TNC survey work, as described above and in the Executive Director's memorandum dated February 7, 2018, and the Chief Financial Officer is authorized to set aside funds in the amount of \$500,000 for such contract amendment, subject to \$200,000 in funding from SFCTA.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: February 14, 2018