



METROPOLITAN  
TRANSPORTATION  
COMMISSION

Bay Area Metro Center  
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## *Memorandum*

TO: Administration Committee

DATE: May 2, 2018

FR: Executive Director

W. I. 1253

RE: Contract Amendment – Regional Resource Center Operations: Faneuil, Inc. (\$245,000)

This memorandum seeks Committee approval of a contract amendment with Faneuil, Inc. (Faneuil) in an amount not to exceed \$245,000 for continued operations of the Regional Resource Center (The Hub) at the Bay Area Metro Center.

### **Background:**

Faneuil was selected in February 2016 in response to a competitive procurement to provide visitors to the Bay Area Metro Center, located at 375 Beale Street in San Francisco with information and services related to the projects and programs of the Association of Bay Area Governments (ABAG), Bay Area Air Quality Management District (Air District) and MTC. Under the current contract totaling \$632,984, Faneuil is responsible for:

- Providing information about Bay Area transportation alternatives, including bus, ferry, rail, bicycling and bike share, parking, and walking, among others;
- Maintaining real-time transit departure displays;
- Vending adult, Youth and Senior Clipper® cards and adding value to Clipper® cards;
- Vending FasTrak® toll tags and value, and assisting with account management or directing customers to the FasTrak® Customer Service Center, as appropriate;
- Selling Bay Area Bike Share cash memberships to qualified low income residents;
- Providing information about ABAG programs, including the Bay Trail and Bay Area Regional Energy Network; and
- Providing information about Air District programs, such as applying for asbestos and other permits.

The additional \$245,000 will allow Faneuil to continue offering these services Monday through Friday from 8 a.m. to 6 p.m., and on Saturdays from 9 a.m. to 1 p.m. through July, 2019. We are also working with the Regional Transit Connection (RTC) Discount Card program to explore the possibility of The Hub accepting applications for RTC Clipper® cards. The Air District will contribute \$65,000 toward this contract extension.

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

**Recommendation**

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Faneuil in an amount not to exceed \$245,000 for continuing operations of The Hub.



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Steve Heminger

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REQUEST FOR COMMITTEE APPROVAL  
Summary of Consultant Contract Amendment

Work Item No.:	1253
Consultant:	Faneuil, Inc.
Work Project Title:	Regional Resource Center Operations
Purpose of Project:	Provide operations for the Regional Resource Center (The Hub) located at the Bay Area Metro Center.
Brief Scope of Work:	Provide visitors to the Bay Area Metro Center with information and products related to the Association of Bay Area Governments (ABAG), Bay Area Air Quality Management District (Air District) and MTC.
Project Cost Not to Exceed:	\$245,000 (this amendment) Total Contract before this amendment: \$632,984 Total Authorized Contract after this amendment: \$877,984
Funding Source:	RM2 Marketing, RM2 Operations, BATA Contingency, Air District funds
Fiscal Impact:	Funding pending approval of the FY 2018-19 agency budget
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Faneuil, Inc. to provide the consulting services described above and in the Executive Director's memorandum dated May 2, 2018 and the Chief Financial Officer is directed to set aside funds in the amount of \$245,000 for such amendment, pending approval of the FY 2018-19 agency budget.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: May 9, 2018