



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Administration Committee

DATE: September 5, 2018

FR: Executive Director

W.I.: 1212; 1121

RE: Contract Amendment – Vital Signs Website Management, Design, and Development Services: Exygy, Inc. (\$300,000)

This memorandum requests Committee approval of a nine-month contract amendment in an amount not to exceed \$300,000 with Exygy, Inc. to conduct ongoing website maintenance and support as well as design and development activities associated with the Vital Signs website and to design, develop and build a new digital engagement tool to be used as part of Horizon and Plan Bay Area 2050 public outreach.

Background

In November 2016, MTC issued a Request for Qualifications (RFQ) for On-Call Website Operations, Maintenance and Improvement Services. The RFQ contained two service categories in which firms were invited to submit qualifications: website operations, technical support and maintenance services; and website design, development and enhancement services. In April 2017, MTC recommended that five of the nine firms that submitted statements of qualifications in response to the RFQ be placed on an on-call bench. This included Exygy, Inc., which was ultimately selected as the appropriate firm for ongoing work on the Vital Signs performance monitoring website based on its work experience, cost-effectiveness, depth of staff resources, and communications skills.

As a key implementation activity of Plan Bay Area and Plan Bay Area 2040, the Vital Signs website allows stakeholders and the public to better understand key regional trends and to track progress towards adopted targets. Exygy has been the lead consultant on the project for the past year, assisting with visualization updates and new features including the federal targets page and the refreshed project homepage. Over the coming year, staff proposes to work with Exygy's team to update most of the performance indicators on the website and to more closely link historical performance trends with future forecasts. This will strengthen the linkage between Vital Signs and the agency's long-range planning efforts, known as Horizon and Plan Bay Area 2050.

At the same time, staff is eager to launch a new digital tool to offer the public another way to engage in MTC and ABAG's long-range planning process. Staff propose to work with Exygy's team to design and build a new digital tool that will allow Bay Area residents to help identify the high-priority strategies and projects from the Horizon initiative that should be integrated into Plan Bay Area 2050. Beyond gathering the public's feedback, the goals of this tool are threefold: to help bridge the gap between the Horizon initiative and Plan Bay Area 2050, to expand the

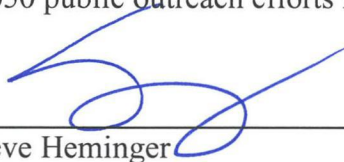
potential reach of our outreach efforts, and to increase the level of engagement of residents and communities that might not otherwise participate in the regional planning process with MTC and ABAG's work.

The proposed contract amendment funds the ongoing website maintenance and support as well as design and development activities for the Vital Signs website. Additionally, this amendment funds the design, development and building of a new digital tool to be used as part of the Horizon and Plan Bay Area 2050 outreach efforts.

This amendment will add \$300,000 and nine months to the contract, bringing the total to \$470,000 for the two-year period, consisting of the original term, several short-term extensions, and this fiscal year's extension. Attachment A includes a summary of Exygy and its project team's small business and disadvantaged business enterprise status.

Recommendation

Staff recommends that the Committee authorize the Executive Director or his designated representative to negotiate and enter into a contract amendment with Exygy, Inc. in an amount not to exceed \$300,000 to fund ongoing maintenance, design and development tasks associated with the Vital Signs website as well as the design, development and building of a digital engagement tool for the Horizon and Plan Bay Area 2050 public outreach efforts in FY 2018-19.



Steve Heminger

SH:dv

Attachment

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Attachment A

			DBE* Firm			SBE** Firm		
	Firm Name	Role on Project	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	Exygy, Inc.	Website maintenance and development			X	X	2001043	
Subcontractor	Lowercase Productions	Website design			X			X
Subcontractor	TransSight	Website maintenance and development			X	X	2004682	

*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.:	1212; 1121
Consultant:	Exygy, Inc. San Francisco, CA
Work Project Title:	Website Management, Design, and Development Services
Purpose of Project:	To continue providing up-to-date data and analytics for stakeholders and the public at large through the Vital Signs performance monitoring website, in order to track progress towards regional, state, and federal goals; to design, develop and build the Horizon/Plan Bay Area 2050 digital engagement tool.
Brief Scope of Work:	Maintenance, design and development work for the Vital Signs performance monitoring website. Design development and implementation of the Horizon/Plan Bay Area 2050 digital engagement tool.
Project Cost Not to Exceed:	\$300,000 this amendment Previously approved agreement = \$170,000 Total approved contract amount based on this action = \$470,000
Funding Source:	SAFE, General Funds
Fiscal Impact:	\$300,000 is included in 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 Exygy, Inc. to provide Vital Signs website maintenance, design, and development services as well as the design, development and implementation of a new Horizon/Plan Bay Area 2050 digital engagement tool as described above and in the Executive Director's memorandum dated September 5, 2018, and that the Chief Financial Officer is authorized to set aside funds from the FY 2018-19 Agency Budget for this purpose in the amount of \$300,000.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: September 12, 2018