



METROPOLITAN  
TRANSPORTATION  
COMMISSION

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## *Memorandum*

TO: Administration Committee

DATE: January 2, 2019

FR: Deputy Executive Director, Operations

W.I.: 1233

RE: Contract – StreetSaver® Software Training and Guidance: Nichols Consulting Engineers, CHTD (\$1,488,000)

This memorandum requests Committee approval of a three-year contract, with Nichols Consulting Engineers, CHTD (NCE) in an amount not to exceed \$1,488,000 to provide training and guidance for MTC's StreetSaver® and StreetSaver® Plus roadway asset management software.

### **Background**

MTC's roadway asset management program, StreetSaver®, is designed to provide local jurisdictions with a set of recommendations, or "best practices", for roadway infrastructure system preservation in order to help them use their limited local street and road funding in the most cost-effective manner. Currently, all 109 Bay Area jurisdictions use StreetSaver®, in addition to over 350 users nationwide. MTC uses StreetSaver® exclusively to report the pavement conditions for local streets and roads annually in Vital Signs – MTC's regional performance trends and tracking website – and to project the region's pavement needs for our regional transportation plan. Since 2008, StreetSaver® has been the analytical engine behind the California Statewide Local Streets and Roads Needs Assessment, providing credible and defensible data.

A Request for Qualifications (RFQ) was issued on November 6, 2018 for a three-year contract (with the option of two 2-year extensions) for software training and pavement management guidance services. The RFQ was emailed to over 1500 unique firms. MTC received one proposal from its current consultant, NCE.

MTC staff recommends award of the contract to NCE since it met all the minimum requirements in the RFQ and all of the supplemental qualifications. NCE has significant experience in providing software training and pavement management guidance services for MTC. MTC staff has consistently received high-quality work products and very responsive services from a group of subject matter experts at a very reasonable cost. The reviewer panel unanimously scored NCE with an average score of 91 out 100 points.

Under this contract, NCE will provide ongoing software training and pavement management guidance services. Attachment A to this memo provides information on subcontractors that will be working with NCE on this project.

First year funding of \$288,000 is included in the FY 2018-19 agency budget. Future funding of up to \$600,000 per fiscal year for FY 2019-20 and FY 2020-21 is subject to MTC's annual budgetary approval process. NCE's and its subcontractors' small business and disadvantaged enterprise status is shown in Attachment A.

**Recommendation**

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a three-year contract with NCE in an amount not to exceed \$1,488,000 to provide training and guidance for the MTC's StreetSaver<sup>®</sup> and StreetSaver<sup>®</sup> Plus roadway asset management software.

  
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Andrew B. Tremier

SH:st  
Attachment

## Attachment A

			DBE* Firm			SBE** Firm		
	Firm Name	Role on Project	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	Nichols Consulting Engineers, CHTD dba NCE	Project Management			X			X
Subcontractor	University of Texas, El Paso (UTEP)	Tehnical Guidance			X			X
Subcontractor	Dr. Roger Smith	Technical Guidance			X			X
Subcontractor	Northwest Management Systems	Co-instruction, workshops			X			X
Subcontractor	Royal Palm Solutions	Software Development and Quality Assurance	X	42821				X

## REQUEST FOR COMMITTEE APPROVAL

### Summary of Proposed Contract

Work Item No.: 1233

Consultants: Nichols Consulting Engineers, CHTD  
Richmond, CA

Project Title: StreetSaver® Software Training and Guidance Services

Purpose of Project: To provide training and guidance for MTC's StreetSaver® and StreetSaver® Plus roadway asset management software.

Brief Scope of Work: Consultant services will include the development and provision of training courses and materials, assistance with StreetSaver® program modifications, concept documentation, quality assurance, and StreetSaver® software user support.

Project Cost Not to Exceed: \$1,488,000

Funding Source: General Fund, Surface Transportation Program (STP), PMP Sales

Fiscal Impact: \$288,000 is available in the FY 2018-19 budget; funding up to \$600,000 per year is subject to approval of the FY 2019-20 and FY 2020-21 budgets.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract with Nichols Consulting Engineers, CHTD in an amount not to exceed \$1,488,000 as described above and in the Deputy Executive Director's memorandum dated January 2, 2019.

Administration Committee:

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Federal Glover, Chair

Approved: Date: January 9, 2019