



METROPOLITAN
TRANSPORTATION
COMMISSION

Agenda Item 4b
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Memorandum

TO: Operations Committee

DATE: April 5, 2019

FR: Executive Director

W.I. 2655

RE: Funding Agreement Amendment – Regional Transit Information Displays/Wayfinding Kiosks Operations & Maintenance: Alameda-Contra Costa Transit District (AC Transit) (\$873,000)

This memorandum requests Committee approval of an amendment in the amount of \$873,000 and extension of the time of performance through June 30, 2022 to MTC's funding agreement with AC Transit for transit information displays and wayfinding kiosks operations and maintenance.

Background

Established in 2008, the Hub Signage Program (HSP)'s goal is to make it easier for riders to transfer between connecting transit operators at regionally significant stations by creating a consistent 'look' and 'feel' and by giving riders actionable information. The need for the HSP was identified in earlier MTC planning efforts including the Transit Connectivity Report (2005) and the Transit Connectivity Plan (2006). The initial implementation of the HSP invested in improved wayfinding and transit information by installing new static and real-time signs that follow a regional standard at 24 regional transit hubs. The Transit Connectivity Plan further called for consistent and coordinated maintenance and updating of regional transit information installed by MTC.

Transit Information Operations & Maintenance (O & M) at Regional Transit Hubs

Consistent with MTC Resolution No. 3866 requirements, MTC has taken on operations and maintenance responsibilities and initially entered into a single funding agreement with AC Transit in the amount of \$518,000 to be sole vendor charged with performing this work for the region. The scope of work includes: 1) gathering and coordinating receipt of information from transit operators serving transit hubs; 2) updating information displays and wayfinding kiosk information content files; 3) printing and installing revised content for information displays and wayfinding kiosks; 4) performing display case and wayfinding kiosk maintenance; 5) responding to concerns regarding currency and accuracy of information; and 6) establishing and maintaining electronic logs and graphics files documenting all facets of information displays and wayfinding kiosks. This scope of work is required for all transit information and wayfinding kiosks installed in various locations at each of the 24 regional hubs designated by MTC. Since entering into this agreement, AC Transit has performed this work satisfactorily. Its project manager and staff have been responsive in coordinating with the various operators that provide transit route, schedule and fare information featured on the information displays and wayfinding kiosks.

The original funding agreement was extended in 2012 and 2015, and is due to expire on June 30, 2019. While the initial years of the funding agreement had lower associated costs, this was a direct result of the hub signage program being not fully deployed during that time. Over time, AC Transit brought on the equivalent of 1.5 full time staff to perform the work. Since then, annual program costs have remained stable. The increased annual average cost contemplated by the proposed amendment is a result of inclusion of the all-nighter regional night services map within this scope of work, and increased capital and labor needs.

Staff recommends further extending the contract through June 30, 2022 and adding \$873,000 in funds to cover the costs of operations and maintenance during that period. The total and average annual costs of the Funding Agreement over the ten-year period as proposed are summarized below:

Funding Agreement	Term	Original / Amendment Amount	Average Annual Cost
Original Agreement	FY09/10-11/12	\$518,000	\$172,666
1 st Amendment	FY12/13-14/15	\$734,000	\$244,666
2 nd Amendment	FY15/16-18/19	\$956,000	\$239,000
3 rd Amendment (Proposed)	FY19/20-21/22	\$873,000	\$291,000
Total Agreement	FY09/10-21/22	\$3,081,000	\$237,000

Recommendation

Staff recommends that the Committee authorize the Executive Director or designee to negotiate and enter into a funding agreement amendment with AC Transit to add \$873,000 to the agreement and to extend the period of performance through June 30, 2022.



Therese W. McMillan

TWM:js

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Funding Agreement Amendment

Work Item No.:	2655
Agency:	AC Transit Oakland, CA
Project Title:	Regional Transit Information Displays (TIDs)/Wayfinding Kiosks Operations & Maintenance
Purpose of Project:	To ensure that transit information signs at regional transit hubs are well operated and maintained through June 2022
Brief Scope of Work:	Coordinate receipt of information from transit operators serving the hub and update TIDs and wayfinding kiosk information; print and install revised content for TIDs and wayfinding kiosks; perform TIDs case and wayfinding kiosk maintenance; respond to public, connecting operator, and MTC concerns regarding currency and accuracy of information and maintenance of TIDs cases and wayfinding kiosks; and establish/ maintain electronic logs and graphics files documenting TIDs and wayfinding kiosk information and physical maintenance for all sites at each location. Update, maintain and post Regional All-Nighter map.
Project Cost Not to Exceed:	\$873,000 (this amendment) \$2,208,000 (total contract before this amendment) \$3,081,000 (total contract after this amendment)
Funding Source:	State Transit Assistance (STA)
Fiscal Impact:	\$306,000 in FY2019-20, \$281,000 in FY2020-21, and \$285,000 in FY2021-22 subject to annual approval by Programming and Allocations Committee of direct allocation of STA funds to AC Transit.
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into an agreement amendment with AC Transit for the purposes described herein and in the Executive Director's memorandum dated April 5, 2019, and the Chief Financial Officer is directed to set aside \$873,000 for such amendment, subject to annual approval of STA Funding by the Programming and Allocations Committee in the amount of \$306,000 in FY2019-20, \$281,000 in FY2020-21, and \$285,000 in FY2021-22.
Operations Committee:	<hr/> Dave Cortese, Chair
Approved:	Date: April 12, 2019