

Clipper[®] Executive Board

May 20, 2019

Agenda Item 3a

Contract Amendment – Clipper[®] Technical Advisor: CH2M Hill, Inc. (\$800,000)

Subject: Request to Executive Board approval of a contract amendment between MTC and CH2M Hill, Inc. (CH2M Hill), in an amount not to exceed \$800,000 for continued technical oversight and advice services for the Clipper program in FY 2019-20. This contract amendment was contemplated and is included in the Two Year Clipper Budget and Work Plan approved by the Clipper Executive Board on March 18, 2019.

Background: In 2009, MTC entered into a competitively-procured, multi-year contract with Booz Allen Hamilton to provide technical support and oversight for the design and implementation of Clipper on the Bay Area transit operators, as well as technical support for Clipper operations and maintenance through the completion of the contract, then November 2019. Booz Allen Hamilton assigned this contract to CH2M Hill in 2011. Over the past seven years, CH2M Hill has supported many implementation and operations and maintenance tasks, including deployment of Clipper at multiple transit agencies, integration of ticket vending machines and faregates, card inventory and retail network management, and design, testing, and deployment support for numerous system modifications.

Under the proposed amendment, CH2M Hill will provide support for the following activities in FY19-20 on an as-needed basis:

1. Administration of the Cubic Clipper Contract, including change notice and change order development, proposal evaluation, and independent engineer's estimates;
2. Development and maintenance of a master schedule summarizing all work in progress;
3. Support for transit operator requests for expansion and replacement of Clipper equipment;
4. Delivery of various system modifications, including support for testing, distribution, and reports;
5. Management of card inventory and oversight of the Clipper retail network;
6. Development and oversight of institutional programs, products, and strategy; and
7. Technical operations, including financial reconciliation and reporting, data analysis and reporting, asset management, and evaluation and support of system and device maintenance.

- Issues:** The contract amendment will provide resources equivalent to 2.5 full-time staff, including subcontractors, to support the activities above, which equals \$320,000 per fully loaded full-time equivalents. With an estimated 1,980 hours per fiscal year per equivalent staff member, the fully loaded hourly rate is \$162. In utilizing technical advisor services, MTC weighs the value of directly hiring staff versus contracting for specialized expertise. MTC recently prioritized several Clipper staff members to focus on the delivery of the next generation Clipper system and hired a prior Clipper contractor supporting the current Clipper system as a full-time employee. This contract amendment will provide the necessary CH2M Hill resources to allow for the backfill of these positions.
- Recommendation:** Staff recommends that the Clipper Executive Board approve a contract amendment with CH2M Hill in an amount not to exceed \$800,000 for continuing technical oversight and support of the Clipper program during FY 2019-20, bringing the approved contract amount to \$16,357,566.
- Attachments:** **Attachment A:** Small Business Enterprise and Disadvantaged Business Enterprise Status



Carol Kuester

Small Business Enterprise and Disadvantaged Business Enterprise Status

Prime Contractor

Subcontractor

Firm Name	Role on Project	DBE* Firm			SBE** Firm		
		Yes	If Yes, List #	No	Yes	If Yes, List #	No
CH2M Hill, Inc	Technical oversight and design, implementation and operations support			X			X
Auriga Corporation	Implementation and operations support	X	31943				X
TransSight LLC	Project and technical operations support	X	42484				X
Shiralian Management Group	Program schedule management			X			X
Velocilytics	Data support and database oversight.			X			X

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

**Denotes certification by the State of California.

REQUEST FOR BOARD APPROVAL

Summary of Proposed Contract Amendment

Consultant:	CH2M Hill, Inc. Oakland, CA
Work Project Title:	Technical Advisor Contract
Purpose of Project:	Provide continued technical oversight and advice services for the Clipper® program
Brief Scope of Work:	Provide support of Clipper® Contract administration, project oversight, project coordination, operations support and deployment oversight during FY 2019-20.
Project Cost Not to Exceed:	<p>\$800,000 (this Amendment)</p> <p>Total contract value including amendments before this amendment = \$14,957,566</p> <p>Previously approved amendment not yet finalized = \$600,000</p> <p>Total contract amount with this amendment = \$16,357,566</p>
Funding Source:	TCP, STP (FTA/FHWA) / CMAQ (OBAG 1 and OBAG 2), STA, Regional Measure 2 Capital, Regional Measure 2 Operating, Regional Measure 3, LCTOP, Fare Media and Card Fee Revenue, SB1 State of Good Repair, BATA Rehab
Fiscal Impact:	Funding is available in the FY 2019-20 Clipper Budget.
Motion by Board:	That the contract amendment with CH2M Hill, Inc., for the purposes described herein and in the Executive Director's May 20, 2019 memorandum, is hereby approved by the Clipper Executive Board.
Clipper Executive Board:	<hr/> Denis Mulligan, Chair
Approved:	May 20, 2019