

**Metropolitan Transportation Commission
Operations Committee**

February 12, 2021

Agenda Item 4e

Contract Amendment – Clipper® Technical Advisor: CH2M Hill, Inc. (\$600,000)

Subject: Request for approval of a contract amendment between MTC and CH2M Hill, Inc. (CH2M Hill), for continued technical oversight and advisory services for the Clipper® program in FY 2020-21 and FY 2021-22.

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 ten 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. In 2019 the CH2M Hill contract was extended up to five years to match the extension period of the Clipper Fare Payment System Integrator Contract (C1 Contract).

Under the proposed amendment, CH2M Hill would provide support for the following activities in FY 2020-21 and 2021-22 on an as-needed basis:

1. Administration of the C1 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 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.

The contract amendment would provide resources equivalent to 1.75 full-time staff, including subcontractors, to support the activities above, which equals just over \$300,000 per fully loaded full-time equivalent. 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. This contract amendment would provide the necessary CH2M Hill resources to allow for the backfill of these positions.

The Clipper Executive Board approved this proposed contract amendment at its January 25, 2021 meeting.

CH2M Hill's and its subcontractors' small business enterprise and disadvantaged business enterprise status is set forth in Attachment A.

Issues: None.

Recommendation: Staff recommends that the Operations Committee authorize the Executive Director or designee to negotiate and enter into a Contract Amendment with CH2M Hill in an amount not to exceed \$600,000 for continuing technical oversight and support of the Clipper[®] program during FY 2020-21 and 2021-22, as described above.

Attachment: Small Business Enterprise and Disadvantaged Business Enterprise Status


Therese W. McMillan

Small Business Enterprise and Disadvantaged Business Enterprise Status

	Firm Name	Role on Project	DBE* Firm			SBE** Firm		
			Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	CH2M Hill, Inc.	Technical oversight and design, implementation and operations support			X			X
Subcontractor	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 COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Consultant: CH2M Hill, Inc.
San Francisco, CA

Work Project Title: Technical Advisor Contract

Purpose of Project: Provide continued technical oversight and advisory 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 FYs 2020-21 and 21-22.

Project Cost Not to Exceed: \$600,000 (this Amendment)
Total contract value including amendments before this amendment = \$16,357,566
Total contract amount with this amendment = \$16,957,566

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: Funds are included in the FY 2020-21 MTC Budget.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with CH2M Hill, Inc. for technical oversight and advice services for the Clipper[®] program described above and in the Operations Committee Summary Sheet dated February 12, 2021 and that the Chief Financial Officer is authorized to set aside \$600,000 for such amendment.

Operations Committee: _____
Damon Connolly, Vice Chair

Approved: February 12, 2021