

**Metropolitan Transportation Commission  
Operations Committee**

**November 12, 2021**

**Agenda Item 4c**

**Contract Amendment – 511 Technical Advisory Services: Kimley-Horn and Associates,  
Inc. (\$200,000)**

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**Subject:**

Contract Amendment – 511 Technical Advisory Services: Kimley-Horn and Associates, Inc. (\$200,000).

**Background:**

Kimley-Horn and Associates, Inc (Kimley-Horn) was directly selected in April 2020 from the 2019 On-Call Project/Program Management and Strategic Advisory Services Bench to provide general on-call project/program management and technical/strategic advisory services for the operations, maintenance and enhancement of the Bay Area 511 traveler information program. This includes technical assistance to the 511 program in the areas of project and program management; contract management and administration; project controls; strategic advice and technical guidance; general project oversight and support; and procurement assistance for the 511 Traveler Information Program. 511 Technical Advisory Support aids the 511 traveler information program's strategic planning efforts as needed. The current contract is for a three-year term ending on February 28, 2023. This contract has been previously modified through two amendments, bringing the current contract to a total of \$200,000. Attachment A includes a summary of Kimley-Horn and Associates, Inc's and its project team's small business and disadvantaged business enterprise status.

This amendment's additional \$200,000 will allow for continued project/program management and technical/strategic advisory services support for the Bay Area 511 traveler information program.

**Issues:**

None identified.

**Recommendation:**

Staff recommends that this Committee authorize the Executive Director or designee to negotiate and enter into a contract amendment with Kimley-Horn and Associates, Inc. to provide technical assistance to the 511 program in an amount not to exceed \$200,000.

**Attachments:**

- Attachment A: Disadvantaged Business Enterprise and Small Business Enterprise Status



Andrew B. Fremier

Attachment A

Disadvantaged Business Enterprise and Small Business Enterprise Status

	Firm Name	Role on Project	DBE* Yes / No	If DBE Yes, List #	SBE** Yes / No	If SBE Yes, List #
Prime Contractor	Kimley-Horn and Associates, Inc	Provide Technical Assistance	No		No	
Subcontractor	Sutra Research & Analytics	Document Preparation Services	Yes	42163	No	

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

\*\*Denotes certification by the State of California.

## Request for Committee Approval

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### Summary of Proposed Contract Amendment

Work Item No.:	1224
Consultant:	Kimley-Horn and Associates, Inc Oakland, CA
Work Project Title:	511 Technical Advisory Services
Purpose of Project:	Provide technical assistance to the 511 program.
Brief Scope of Work:	Provide technical assistance to the 511 program in the areas of project and program management; contract management and administration; program management and project controls; strategic advice and technical guidance; general project oversight and support; and procurement assistance for the 511 Traveler Information Program.
Project Cost Not to Exceed:	\$200,000 (this amendment) Total contract amount before this amendment: \$200,000 Total approved contract amount after this amendment: \$400,000
Funding Source:	STP
Fiscal Impact:	Funding is included in the MTC FY 2021-2022 budget
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with Kimley-Horn and Associates, Inc. to provide technical assistance to the 511 program for the purposes described above and in the Operations Committee Summary Sheet dated November 12, 2021 and that the Chief Financial Officer is authorized to set aside \$200,000 for such contract amendment.
Operations Committee:	<hr/> Carol Dutra-Vernaci, Chair
Approved:	November 12, 2021