

**Metropolitan Transportation Commission**  
**MTC Planning Committee**

**December 13, 2024**

**Agenda Item 3c**

**Contract - Bay Trail Needs, Operations, and Maintenance Assessment: Wallace Roberts & Todd (WRT), LLC (\$500,000)**

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**Subject:**

Approval of a contract for the Bay Trail Needs, Operations, and Maintenance Assessment with Wallace Roberts & Todd (WRT), LLC, in an amount not to exceed \$500,000.

**Background:**

In 1987, Senate Bill 100 (Lockyer) mandated that ABAG develop and adopt a plan and implementation program, including a financing plan, for a continuous, nonmotorized recreational corridor extending around the perimeter of San Francisco and San Pablo Bays: The San Francisco Bay Trail. The ultimate vision for the Bay Trail is a continuous, 500-mile trail around San Francisco and San Pablo Bays, serving 47 cities in all nine Bay Area counties. As of 2022, 352 miles (70%) of the 500-mile vision have been constructed. The Bay Trail welcomes various users, including people who walk, bike, and roll. It is intended for many purposes, including recreation, commuting to work and school, running errands, accessing transit, and visiting friends and family. The trail aims to foster active transportation, healthy communities, environmental stewardship and education, and equitable public shoreline access for all Bay Area residents and visitors.

Through engagement with local agency partners and the community during the Bay Trail Equity Strategy and the Bay Trail Gap Closure Implementation Plan project processes, it was confirmed that access, amenities, and maintenance are key contributors to the use and enjoyment of the Bay Trail. There is a need for an assessment to understand better the current conditions, amenities, and access to the Bay Trail and to provide guidance on operations and maintenance best practices to responsible entities to ensure the Bay Trail is accessible, safe, and welcoming to all. The Bay Trail Needs, Operations, and Maintenance Assessment aims to define needed access improvements and amenities and develop maintenance recommendations for the Bay Trail. The Bay Trail Needs, Operations, and Maintenance Assessment will incorporate recommendations

and takeaways from the Bay Trail Equity Strategy and the Bay Trail Gap Closure Implementation Plan.

Through this procurement, MTC seeks to hire a Consultant to develop a Needs, Operations, and Maintenance Assessment for the Bay Trail. The purpose of the Assessment project is to:

- Identify access and lack of access to the Bay Trail, with a particular focus on Equity Priority Communities;
- Identify existing amenities and lack of amenities, with a specific emphasis on Equity Priority Communities;
- Identify maintenance needs and maintenance best practices for the entities responsible for maintaining the Bay Trail and
- Identify mechanisms to operationalize improved access to, amenities along, and maintenance of the Bay Trail.

**Procurement Process:**

On July 11, 2024, MTC issued a Request for Proposal (RFP) for the Bay Trail Need, Operations, and Maintenance Assessment. A notice was sent via ConstantContact to 5,390 firms identified as potential sources. Sixty-five firms downloaded the procurement documents, and 12 firms attended the non-mandatory proposer's conference. On August 14, 2024, MTC received proposals from three teams: Alta Planning + Design, Inc., Wallace Roberts & Todd (WRT), LLC, and Fehr & Peers Inc.

A panel of MTC staff and the California State Coastal Conservancy evaluated the proposals based on qualifications/team experience, project understanding/approach, presentation, cost-effectiveness, price, and Small Business Enterprise (SBE) Program. The evaluation panel created a short list of the top two scoring firms entered into the Discussion and Best and Final Offer (BAFO) process, where the panel reevaluated the firms and determined that Wallace Roberts & Todd (WRT), LLC was the most qualified proposer. MTC staff recommends the selection of Wallace Roberts & Todd (WRT), LLC due to their deep understanding of the project and a strong team of staff with extensive qualifications in shoreline trail planning and development, needs assessments, trail maintenance and operations, and robust community engagement.

**Issues:**


None identified.

**Recommendations:**

Staff recommends that the MTC Planning Committee authorize the Executive Director or designee to negotiate and enter into a contract with Wallace Roberts & Todd (WRT), LLC, in an amount not to exceed \$500,000 for the above-described work.

**Attachments:**

- Attachment A: Disadvantaged Business Enterprise and Small Business Enterprise Status
- Request for Committee Approval – Summary of Proposed Contract



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Andrew B. Fremier

**Disadvantaged Business Enterprise and Small Business Enterprise Status**

|                  | <b>Firm Name</b>                     | <b>Role on Project</b>   | <b>DBE*<br/>Yes / No</b> | <b>If DBE Yes,<br/>List #</b> | <b>SBE**<br/>Yes / No</b> | <b>If SBE Yes,<br/>List #</b> |
|------------------|--------------------------------------|--|--------------------------|-------------------------------|---------------------------|-------------------------------|
| Prime Contractor | Wallace Roberts & Todd (WRT), LLC    | Project Management, Trail Planning, Landscape Architecture, GIS Analysis, Operations Support | No                       | N/A                           | N/A                       | N/A                           |
| Subcontractor    | Zander Westbrook Design              | Trails Specialists   | Yes                      | 49184                         | N/A                       | N/A                           |
| Subcontractor    | Mariposa Planning Solutions          | Community Engagement Support   | Yes                      | 49323                         | N/A                       | N/A                           |
| Subcontractor    | Toole Design Group Engineering, Inc. | Transportation and Engineering   | No                       | N/A                           | N/A                       | N/A                           |
| Subcontractor    | ETM Associates, LLC                  | Operations and Maintenance   | No                       | N/A                           | N/A                       | N/A                           |

\*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.: 1127

Consultant: Wallace Roberts & Todd (WRT), LLC  
San Francisco, CA

Work Project Title: Bay Trail Needs, Operations, and Maintenance Assessment

Purpose of Project: Define needed access improvements and amenities and develop maintenance guidance for the Bay Trail by incorporating recommendations from the Bay Trail Equity Strategy and the Bay Trail Gap Closure Implementation Plan.

Brief Scope of Work: Identify access and lack of access to the Bay Trail, with a particular focus on Equity Priority Communities; Identify existing amenities and lack of amenities, with a particular focus on Equity Priority Communities; Identify maintenance needs and maintenance best practices for the entities responsible for the Bay Trail; and Identify mechanisms to operationalize improved access to, amenities along, and maintenance of the Bay Trail.

Project Cost Not to Exceed: \$500,000

Funding Source: One Bay Area Grant (OBAG 3) Surface Transportation Block Grant program (STBG)

Fiscal Impact: The funding is included in the FY 2024 – 2025 MTC Budget

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with Wallace Roberts & Todd (WRT), LLC to create a Bay Trail Needs, Operations, and Maintenance Assessment document as described above and in the Planning Committee Summary Sheet dated December 13, 2024 and that the Chief Financial Officer is authorized to set aside \$500,000 for such contract.

MTC Planning Committee:

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James P. Spering, Chair

Approved: December 13, 2024