

Metropolitan Transportation Commission
Administration Committee

June 11, 2025

Agenda Item 2g-25-0533

Consultant Bench: 2025 Quick Build Design and Engineering Services - Cycle 1

Subject:

This memorandum requests approval of a pre-qualified bench of consultants summarized on Attachment A (“Bench”) to provide as-needed consulting assistance services to support MTC with quick-build design and engineering services. The term of the Bench is from July 1, 2025 to June 30, 2028, with an option to extend for an additional two years to June 30, 2030. Other public entities will be eligible to utilize firms on the bench for their own quick-build design and engineering services.

Background:

On March 12, 2025, MTC issued a Request for Qualifications for the 2025 Quick-Build Design, and Engineering Services Bench, Cycle 1 (“RFQ”) inviting firms to submit Statements of Qualifications (“SOQ”) for Design and Engineering Services.

An email notice of the opportunity was sent to 6,434 individuals and firms. On March 26, 2025 MTC received 18 SOQs from firms. The Minimum Qualifications required that teams must include at least one key person who is either a California licensed professional Civil Engineer, Architect, or Landscape Architect. All SOQs were determined to meet the Minimum Qualifications. An evaluation panel comprised of MTC staff reviewed applicants based upon the following evaluation criteria specified in the RFQ, which are listed in descending order of importance:

1. Quick-Build Experience 40%
2. Key Personnel Experience 30%
3. Previous Augmented/On-Call Staff Experience 20%
4. Presentation 10%

Possible Total: 100%

The firms that the evaluation panels recommend for inclusion on the Bench are indicated with a number “1” in Attachment A. All 18 firms demonstrated expertise in Quick-Build Design and Engineering services and thus were recommended for the Bench. The recommended firms

provide a mix of local and national experience and expertise that will be valuable in helping local agencies design a broad range of quick-build projects in the Bay Area.

A summary of each firm's Disadvantaged Business Enterprise (DBE) status and Small Business Enterprise (SBE) status is listed by service category on Attachment B. Four (4) of the firms who applied to the Bench are DBE and SBE firms. Each of these 18 firms will serve as Prime Consultants if selected for a contract.

Any firms approved in Cycle 1 will be eligible for work throughout the life of the Bench. Selection for entry into a contract with one of the pre-qualified consultants may take place by direct selection or via a mini-procurement, pursuant to MTC's Third-Party Contracting Policies and Procedures. Additional firms may be added to the Bench in response to re-issuance of the RFQ in later cycles given certain conditions.

Contract periods of performance and amounts will be determined on a per-contract basis based on the project solicited to the Bench. The amount included for this program in the proposed FY 2025-26 budgets will be determined on a per-contract and project basis. Staff will return to the Administration Committee for authorization of any contracts exceeding the Executive Director's signature authority.

MTC established a similar bench in February 2021 that expires on June 30, 2025. The Consultant Bench: 2020 Quick-Build Design and Engineering and Construction Management Services – Cycle 1, was approved by the Operations Committee on February 12, 2021.

Issues:

None identified.

Recommendations:

Staff recommends that the Committee approve the pre-qualified consultant bench identified in Attachment A to provide Quick-Build Design and Engineering services to MTC on an as-needed basis, for a period through July 30, 2028, with an option to extend the Bench performance period through June 30, 2030.

Attachments:

- Attachment A: On-Call Consultant Assistance for Quick-Build Design and Engineering Services - List of Firms
- Attachment B: Disadvantaged Business Enterprise and Small Business Enterprise Status
- Request for Committee Approval – Summary of Proposed Consultant Bench



Andrew B. Fremier

**Attachment A: On-Call Consultant Assistance for Quick-Build Design and Engineering Services –
List of Firms**

FIRM	Design and Engineering
Alta Planning + Design, Inc.	1
BKF Engineers	1
Fehr & Peers	1
Iteris, Inc.	1
Kimley-Horn and Associates, Inc.	1
Kittleson & Associates, Inc.	1
Mead & Hunt	1
MIG, Inc.	1
Nelson/Nygaard Consulting Associates , Inc.	1
PGH Wong Engineering, Inc.	1
PlaceWorks	1
Progression Engineering	1
Street Plans	1
Toole Design Group, LLC	1
TYLin	1
W-Trans	1
Zander Westbrook Design	1
ZONE Traffic Engineering Consulting	1
Number of Firms Proposed	18
Number of Firms Selected	18

Attachment B

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	Alta Planning + Design	Seated to Bench				
Prime Contractor	BKF Engineers	Seated to Bench				
Prime Contractor	Fehr & Peers	Seated to Bench				
Prime Contractor	Iteris, Inc.	Seated to Bench				
Prime Contractor	Kimley-Horn and Associates, Inc.	Seated to Bench				
Prime Contractor	Kittelson & Associates, Inc.	Seated to Bench				
Prime Contractor	Mead & Hunt, Inc.	Seated to Bench				
Prime Contractor	Moore Iacofano Goltsman, Inc. (MIG)	Seated to Bench				
Prime Contractor	NN Engineering Inc. (Nelson/Nygaard)	Seated to Bench				
Prime Contractor	PGH Wong Engineering, Inc.	Seated to Bench				
Prime Contractor	PlaceWorks, Inc.	Seated to Bench				
Prime Contractor	Progression Engineering	Seated to Bench	Yes	52589	Yes	2043640

Prime Contractor	The Street Plans Collaborative, Inc	Seated to Bench				
Prime Contractor	TDG Engineering, Inc (Toole Design Group, LLC)	Seated to Bench				
Prime Contractor	T.Y. Lin International (TYLin)	Seated to Bench				
Prime Contractor	Whitlock & Weinberger Transportation, Inc. (W-Trans)	Seated to Bench	Yes	26209	Yes	9829
Prime Contractor	Zander Westbrook Design	Seated to Bench	Yes	49184	Yes	2037982
Prime Contractor	ZONE Traffic Engineering Consulting	Seated to Bench	Yes	52820	Yes	2041759

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

**Denotes certification by the State of California.

Request for Committee Approval

Summary of Proposed Consultant Bench

Work Item No.:	To be determined on a per-contract basis
Consultant:	See Attachment A to the Operations Committee Summary Sheet dated June 11, 2025
Work Project Title:	2025 Quick-Build Design and Engineering Services – Cycle 1
Purpose of Project:	Provide as-needed consulting services to support MTC and other public entities with Quick-Build Design and Engineering Services
Brief Scope of Work:	Provide as-needed Quick-Build consulting assistance in Design and Engineering
Project Cost Not to Exceed:	To be determined on a per-contract basis.
Funding Source:	To be determined on a per-contract basis.
Fiscal Impact:	No immediate fiscal impact until contracts are awarded. Funds for future fiscal years are subject to agency budgetary approval process
Motion by Committee:	That the consultants listed in Attachment A to the Administration Committee Summary Sheet dated June 11 th , 2025 be pre-qualified to enter into contracts with MTC to provide as-needed consulting services to support MTC and other public entities with Quick-Build Design and Engineering Services through June 30, 2028, with an option to extend for an additional two years to June 30, 2030, as described above in the Administration Committee Summary Sheet dated June 11, 2025 subject to applicable approval procedures and necessary budget approvals.
Administration Committee:	<hr/> Gina Papan, Chair
Approved:	June 11, 2025