

Metropolitan Transportation Commission
Regional Network Management Committee

January 12, 2024

Agenda Item 2c - 24-0100

**Contract - Title VI Analysis Support of Regional Fare Initiatives: Steer Davies & Gleave
Inc (\$400,000)**

Subject:

Request to authorize the Executive Director to negotiate and enter into a contract with Steer Davies & Gleave Inc for an amount not to exceed \$400,000 to provide Title VI analysis support of regional fare initiatives. The term of the contract shall be until June 30, 2025.

Background:

The Metropolitan Transportation Commission (MTC) and transit operators have collaborated to develop several regional fare integration pilot programs to improve the transit experience for travelers. These pilot programs include the Clipper START Pilot Program, Clipper BayPass, and the No-Cost and Reduced Cost Transfer Program, which staff developed pursuant to the recommendations of the Fare Coordination and Integration Study and the Bay Area Transit Transformation Action Plan. The goal of this project is to conduct equity analyses to determine whether these programs produce disparate burdens or disproportionate impacts to populations of concern in the Bay Area. Such analyses are required by the Federal Transit Administration to satisfy federal Title VI equity regulations. To maximize limited resources and strive for regional consistency on the Title VI analyses, MTC is procuring consultant services to conduct a regional Title VI analysis for regional fare pilot programs.

Procurement Process:

On October 16, 2023 MTC issued a Request for Proposals (RFP) to procure a consultant team to conduct Title VI analyses for regional fare pilot programs. MTC received six proposals from: 1) Deocor Consulting Services, 2) Just Cities LLC, 3) Milligan Consulting LLC, 4) Steer Davies & Gleave Inc (Steer), 5) the Mark, and 6) Transportation Management & Design, Inc. A panel of MTC and BART staff (“panel”) evaluated the proposals based on: 1) Qualifications and team experience – particularly experience performing Title VI equity analyses (30%), 2) Experience working with and knowledge of Bay Area transit operators and their fare policies, Bay Area regional geography, MTC’s Equity Priority Communities, and the Bay Area Transit Fare

Coordination & Integration Study and Business Case (10%), 3) Approach to Completing the Project (25%), 4) Cost Effectiveness (30%), and 5) Presentation (5%).

Based on the results of the evaluation, the panel recommends the selection of Steer Davies & Gleave Inc (Steer). Steer Davies & Gleave Inc (Steer), displayed a stronger understanding and approach to the requested regional Title VI analysis needs, direct transit agency experience conducting Title VI analyses, and has relevant experience in regional fare policy development with Bay Area transit agencies.

This contract will support the preparation of Title VI analyses for the No-Cost and Reduced Cost Transit Agency Transfer and Clipper START Pilot Programs, with options to include Title VI analyses for other regional fare initiatives as needed. The term of the contract shall be until June 30, 2025. Steer Davies & Gleave Inc is neither a small business enterprise (SBE) nor a disadvantaged business enterprise (DBE).

Issues:

None identified.

Recommendations:

Staff recommends that this Committee authorize the Executive Director or designee to negotiate and enter into a contract in an amount not to exceed \$400,000 with Steer Davies & Gleave Inc to provide Title VI analysis support of regional fare initiatives.

Attachments:

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



Andrew B. Fremier

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	Steer Davies & Gleave Inc	Prime Contractor	No		No	

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

**Denotes certification by the State of California.

Request for Committee Approval

Summary of Proposed Contract

Work Item No.: 1311

Consultant: Steer Davies & Gleave Inc
Brooklyn, NY

Work Project Title: Title VI Analysis Support of Regional Fare Initiatives

Purpose of Project: Conduct analyses in compliance with Title VI of the 1964 Civil Rights Act for several current, future, and potential regional fare and Clipper programs and policies.

Brief Scope of Work: Perform Title VI analyses for the regional No-Cost and Reduced Cost Inter-Transit Agency Transfer Policy and the Clipper START Pilot Program, with the possible future inclusion of other regional fare initiatives.

Project Cost Not to Exceed: \$400,000

Funding Source: Fiscal Year (FY) 2023-2024 budget: Low Carbon Transit Operating Program (LCTOP) 2610 (\$400,000)

Fiscal Impact: \$400,000 (LCTOP 2610) is included in the FY 2023-2024 Agency Budget.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with Steer Davies & Gleave Inc for Title VI analysis support of regional fare initiatives described above and in the Regional Network Management Committee Summary Sheet dated January 12, 2024, and that the Chief Financial Officer is authorized to set aside \$400,000 for such contract.

Regional Network
Management Committee:

David Rabbitt, Chair

Approved: January 12, 2024