



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Operations Committee

DATE: October 2, 2009

FR: Deputy Executive Director, Operations

W.I. 2655

RE: Contract Amendment – Regional Transit Hub Signage Program – Phase IIB Signage Design/Plans, Specifications and Estimates (PS&Es): Kimley-Horn & Associates, Inc.

Staff recommends this Committee authorize a contract amendment not to exceed \$95,000 with Kimley-Horn & Associates, Inc. for Phase IIB of the Hub Signage Program to provide technical assistance in the transition to and oversight of Phase III Fabrication and Installation.

Background

The Transit Connectivity Plan, adopted by the Commission in April 2006, recommended improvements at a network of 24 regional transit hubs. The Hub Signage Program (HSP) addresses improvements related to wayfinding signage, real-time transit information and printed transit information displays. BART and the City of Santa Rosa are leading implementation at their own hubs. MTC agreed to lead implementation at the remaining 10 regional hubs: 4th & King, Fairfield, Great America, Mountain View, Napa, Palo Alto, San Jose Diridon, San Jose International Airport and Vallejo. .

In December 2008, MTC awarded a contract to Kimley-Horn & Associates, Inc. to perform Phase II Signage Design/ PS&Es. Phase II work for MTC-led hubs is near completion (except Napa which is on hold pending relocation of their transit hub). The original Request for Qualifications anticipated the need for Phase IIB to bridge the transition to and oversight of Phase III work. Staff would like to retain the Kimley-Horn team for this purpose.

Work will be performed on an as needed basis, and billed on a time and materials basis not to exceed \$95,000. The work to be performed under Phase IIB includes:

- Assisting MTC staff with the Phase III procurement process;
- Facilitating issuance of permits;
- Ensuring that the Phase III contractor performs work consistent with the PS&Es;

- Updating signage standards as necessary
- Providing other technical assistance that may be required to complete the project.

Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Kimley-Horn & Associates, Inc. in an amount not to exceed \$95,000.

Andrew Fremier

AF: JS

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract Amendment

Work Item No.: 2655

Contractors: Kimley-Horn & Associates, Inc.

Work Project Title: Regional Transit Hub Signage Program

Purpose of Project: To improve wayfinding, real-time transit information and printed transit information displays at regional transit hubs.

Brief Scope of Work: Provide technical assistance in and oversight of the transition from Phase II Signage Design/PS&Es through Phase III Fabrication and Installation.

Project Cost: \$95,000 (current contract = \$399,979)

Funding Source: Prop. 1B

Fiscal Impact: Included in the FY 2009-10 Budget

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and amend the contract with Kimley-Horn & Associates, Inc. to provide consulting services for Phase IIB of the Hub Signage Program and the Chief Financial Officer is authorized to set aside funds for such amendment in the amount of \$95,000.

MTC Operations Committee: Approved: _____
Amy Rein Worth, Chairperson

Approved: Date: October 9, 2009