



METROPOLITAN
TRANSPORTATION
COMMISSION

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TO: Administration Committee

DATE: June 2, 2010

FR: Executive Director

W.I.: 1311

RE: Contract – Lifeline Transportation Program Evaluation – Nelson\Nygaard Consulting Associates

In December 2005, MTC adopted Resolution No. 3726, establishing guidelines for an initial three-year Lifeline Transportation Program, to be implemented locally by the nine Bay Area county congestion management agencies under policy direction from MTC. These guidelines established the program to support community-based transportation projects that are intended to improve mobility for the region's low-income residents. Funding sources for the program include a combination of state and federal transportation funds for both capital and operating projects. Projects are selected at the county level and are tailored to local priorities, including a wide variety of transportation solutions.

In December 2006, MTC approved the first three-year cycle of Lifeline Transportation projects covering the period FY 2005 – FY 2008 in December 2006, and a Second Cycle covering the period FY 2009 – FY 2011 in January 2009, following an interim administrative evaluation of the program. Prior to the development of program guidelines for a Third Cycle in mid-2011, MTC intends to conduct a thorough and comprehensive independent evaluation of the goals, administration, and project outcomes of MTC's Lifeline Transportation Program. In April 2010, MTC issued a Request for Proposal seeking Consultant assistance to:

- Research, summarize, and analyze first-cycle project outcomes with respect to program goals.
- Identify factors that promote successful projects with respect to selected evaluation criteria.
- Analyze program goals with respect to first-and second-cycle program funding sources, and administration.
- Evaluate program outcomes with respect to their relationship to Community Based Transportation Plan findings and long-range regional equity goals.
- Develop recommendations for MTC to consider with respect to refining program goals, funding, administration, or project oversight.

An email or postcard advertising the availability of the RFP on MTC's website was sent to over 300 individuals/firms. Two firms were represented at the Proposers' Conference. Two proposals were received. The proposals were reviewed by an evaluation committee representing MTC staff as well as staff from the Alameda County Congestion Management Agency based on the quality

of project staff and firm expertise managing similar types of projects, approach to conducting and completing the project (understanding of project requirements/purpose, proposed work plan and schedule, strategy for managing resources, etc), cost effectiveness, and the ability to write/present information in a clear manner.

Interviews were held with the following firms:

Firm	Location	Proposed Bid
ICF International	San Francisco, CA	\$149,931
Nelson\Nygaard Consulting Associates	San Francisco, CA	\$148,329

The evaluation committee unanimously recommended the Nelson\Nygaard team based on their depth of understanding of the anticipated project outcomes, the team's extensive experience on relevant related projects, as well as their overall conception, vision, and approach to completing the project.

We recommend that this Committee authorize the Executive Director or his designated representative to negotiate and enter into a contract with Nelson\Nygaard Consulting Associates in an amount not to exceed \$148,329, to deliver the Lifeline Transportation Program Evaluation project.

Steve Heminger

SH: JY

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract

Work Item No.: 1311

Consultant: Nelson\Nygaard Consulting Associates (San Francisco, CA)
in association with Alta Planning and Design (Berkeley, CA)

Work Project Title: Lifeline Transportation Program Evaluation

Purpose of Project: Conduct a thorough and comprehensive independent evaluation of the goals, administration, and project outcomes of MTC's Lifeline Transportation Program.

Brief Scope of Work:

- Research, summarize, and analyze first-cycle project outcomes with respect to program goals.
- Identify factors that promote successful projects with respect to selected evaluation criteria.
- Analyze program goals with respect to first- and second-cycle program funding sources, and administration.
- Evaluate program outcomes with respect to their relationship with Community Based Transportation Plan findings and long-range regional equity goals.
- Develop recommendations for MTC to consider with respect to refining program goals, funding, administration, or project oversight.

Project Cost Not to Exceed: \$148,328

Funding Source: General fund

Fiscal Impact: Funds are included in the FY 2009-10 agency budget

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract with Nelson\Nygaard Consulting Associates to deliver the Lifeline Transportation Program Evaluation and the Chief Financial Officer is directed to set aside funds up to \$148,328 for such contract.

Administration Committee:

Tom Bates, Chair

Approved: Date: June 9, 2010