



**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

Joseph P. Bort MetroCenter  
101 Eighth Street  
Oakland, CA 94607-4700  
TEL 510.817.5700  
TDD/TTY 510.817.5769  
FAX 510.817.5848  
E-MAIL [info@mtc.ca.gov](mailto:info@mtc.ca.gov)  
WEB [www.mtc.ca.gov](http://www.mtc.ca.gov)

## *Memorandum*

TO: Administration Committee

DATE: October 5, 2011

FR: Executive Director

W.I.:

RE: Contract Amendment: On-Call Smart Growth Technical Assistance :

- Eisen Letunic
- Design Community & Environment
- EDAW AECOM
- Dyett & Bhatia

Staff recommends this Committee authorize contract amendments with the four consultant teams - Eisen Letunic, Design Community & Environment, EDAW AECOM and Dyett & Bhatia in an amount not to exceed \$400,000 in total. These consultant teams are included in the on-call Smart Growth Technical Assistance pool of consultants. This pool was selected in 2009 to be available for contracting for a three-year period for a three-year contract. The consultants provide technical assistance to local jurisdictions, as well as MTC, for a broad range of planning projects aimed at advancing implementation of smart growth and transit-oriented development (TOD).

MTC, in coordination with ABAG through the FOCUS Program, assigns consultant teams to assist local jurisdictions and the regional agencies with specific technical assistance projects that support smart growth generally, and TOD in particular. MTC matches the selected consultant(s) with the projects based on the needs identified in each project and the selected teams' particular strengths and availability. Therefore, not all consultant teams are guaranteed an assigned project. To date, the following has been awarded to each team:

Eisen Letunic: \$160,000  
Design Community & Environment: \$220,000  
EDAW AECOM: \$110,000  
Dyett & Bhatia: \$78,920  
Total to date: \$568,920

The original contract allotment of \$771,133 was reduced by \$125,000 to \$646,133 since ABAG was unable to contribute Blueprint Grant funds that were anticipated to be available but did not materialize. Based on the amount expended to-date as shown above, there is a \$77,213 balance. With this amendment in the amount of \$400,000, the total amount available to be assigned to the on-call consultant teams will be \$477,213. Funding for this contract amendment is included in the FY 2011-12 agency budget.

**Recommendation**

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into contract amendments with Eisen Letunic, Design Community & Environment, EDAW AECOM and Dyett & Bhatia to provide on-call technical assistance to both MTC and local jurisdictions. The total amended amount for all four consultant teams will not exceed \$400,000. This authorization, if approved, is intended as a contract allotment, as permitted by MTC Resolution 3619, allowing the Executive Director or his designee to enter into contract amendments in any amount up to \$400,000.

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Steve Heminger

## REQUEST FOR COMMITTEE APPROVAL

### Summary of Proposed Consultant Contract Amendment

Work Item No.:	1611
On-Call Consultant Teams:	<ul style="list-style-type: none"><li>• Eisen Letunic (Berkeley, CA)<ul style="list-style-type: none"><li>○ Freedman Tung &amp; Sasaki, Strategic Economics, Nelson Nygaard Consulting Associates, Mark Thomas &amp; Company, Nevue Ngan Associates, Cambridge Systematics, Environmental Vision</li></ul></li><li>• Design Community &amp; Environment (Berkeley, CA)<ul style="list-style-type: none"><li>○ Bay Area Economics, Wilbur Smith, Sherwood, CTG Energetics, Center for Creative Land Recycling</li></ul></li><li>• EDAW AECOM (San Francisco, CA)<ul style="list-style-type: none"><li>○ CHS Consulting Group</li></ul></li><li>• Dyett &amp; Bhatia (San Francisco, CA)<ul style="list-style-type: none"><li>○ Nelson Nygaard Consulting Associates, Keyser Marston Associates, Hausrath Economics Group, BKF Engineers, Kwan Henmi, Merrill Morris Partners, Craig Communications</li></ul></li></ul>
Work Project Title:	Smart Growth Technical Assistance
Purpose of Project/Brief Scope of Work:	Provide on-call technical assistance to local jurisdictions and the regional agencies with specific projects that support smart growth generally, and TOD in particular.
Project Cost Not to Exceed:	\$400,000 (previous allotment = \$771,133, adjusted to \$646,133 by ABAG's withdrawal of funding)
Funding Source:	STPL 6084 146 (\$360,000), TDA (\$80,000)
Fiscal Impact:	Funds are included in the FY 2011-12 Agency Budget
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into contract amendments with Eisen Letunic, Design Community & Environment, EDAW AECOM and Dyett & Bhatia to provide on-call smart growth technical assistance and the Chief Financial Officer is directed to set aside funds up to \$400,000 for such amendments. This authorization, if approved, is intended as a contract allotment, as permitted by MTC Resolution 3619, allowing the Executive Director or his designee to enter into contract amendments in any amount up to \$400,000.
Admin. Committee:	<hr/>
	Dave Cortese, Chair
Approved:	Date: October 12, 2011