



**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

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## *Memorandum*

TO: Administration Committee

DATE: February 6, 2013

FR: Executive Director

W.I.: 1153

RE: Purchase Order Amendment - East Span Bay Bridge Public Information Office Limited-term Staffing: Regional Government Services (\$400,000)

This memorandum is to request Committee approval to amend MTC's current FY 2012-13 Purchase Order (PO) with Regional Government Services (RGS), to hire temporary staffing for the East Span Bay Bridge public information office on behalf of the Bay Area Toll Authority (BATA). Currently the RGS FY 2012-13 PO is approved for a maximum amount of \$100,000. This request is to increase the amount by \$400,000 to a maximum amount of \$500,000 through FY 2012-13.

### **Background**

RGS is a Joint Powers Authority established pursuant to a joint exercise of power agreement between the City of San Carlos and the Association of Bay Area Governments. RGS provides temporary staffing services specifically for public agencies.

The new Eastern Span of the Bay Bridge is managed by the legislatively created Toll Bridge Program Oversight Committee (TBPOC) consisting of BATA, Caltrans and the California Transportation Commission. A three-year \$10 million public information office (PIO) contract for Bay Bridge related activities was cancelled by the Governor in December 2012.

Given the need to sustain a modest and appropriate public information capability, TBPOC met in January and recommended a scaled down PIO to be staffed with five (5) temporary employees hired by BATA. This effort will re-establish a basic public outreach, media and educational outreach program for the Bay Bridge project and is estimated to cost less than \$1 million for a period ending June 30, 2014.

### **Recommendation**

Staff requests that the Committee authorize the Executive Director or his designee to issue a purchase order amendment to RGS for limited-term project staffing for the purposes described above through FY 2012-13 in an amount not to exceed \$400,000. The request for FY 2013-14 will be forwarded to this Committee along with the annual amendment for all non-regular positions approved in the FY 2013-14 agency budget.

Steve Heminger

## REQUEST FOR COMMITTEE APPROVAL

### Summary of Proposed Purchase Order Amendment

Work Item No.: 1153

Consultant: Regional Government Services  
Carmel, CA

Work Project Title: Project-based Staffing Service

Purpose of Project: To provide project-based staffing services.

Brief Scope of Work: To provide project-based staffing services during FY 2012-13 to assist with public information activities relating to the San Francisco Oakland Bay Bridge (SFOBB) East Span Replacement Project.

Project Cost Not to Exceed: \$400,000 this amendment.  
Previously approved purchase order = \$100,000  
Total approved purchase order amount based on this action = \$500,000

Funding Source: BATA

Fiscal Impact: BATA FY 2012-13 Agency Budget

Motion by Committee: That the Executive Director or his designee is authorized to issue a purchase order amendment to RGS to provide project-based staffing services for FY 2012-13 to assist with public information activities relating to the SFOBB East Span Replacement Project and the Chief Financial Officer is directed to set aside funds in an amount not to exceed \$400,000 for such purchase order amendment.

Administration Committee:

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Dave Cortese, Chair

Approved: Date: February 13, 2012