



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

Agenda Item No. 2d

TO: Operations Committee

DATE: November 1, 2013

FR: Executive Director

W.I. 2655

RE: Contract Amendment –Hub Signage Program Signage Design/Plans, Specifications and Estimates Support.: Kimley-Horn and Associates, Inc (\$25,000)

Staff seeks authorization of a contract amendment, not to exceed \$25,000, with Kimley-Horn and Associates, Inc. (Kimley-Horn) to complete technical assistance and oversight of fabrication and installation of real-time transit displays for the Hub Signage Program.

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 addresses improvements related to wayfinding signage, real-time transit information and printed transit information displays. BART and local public agencies in Napa, San Rafael and Santa Rosa are leading implementation at their own hubs. MTC agreed to lead implementation at the remaining 8 regional hubs: 4th & King, Fairfield, Great America, Mountain View, Palo Alto, San Jose Diridon, San Jose International Airport and Vallejo.

In October 2007, MTC issued a Request for Qualifications (RFQ) to pre-qualify firms to provide technical assistance for the Hub Signage Program. Kimley-Horn was subsequently awarded a contract for signage design plans, specifications and estimates (PS&Es). Kimley-Horn completed this work and The RFQ anticipated the need for design and technical oversight during the signage fabrication and installation. Fabricating and installing the real time displays has required significant design and technical support to date. The current amount of the Kimly Horn contract is \$592,211.

Continued support from Kimley-Horn is recommended to ensure the real-time displays are installed and function optimally upon project completion. Work will be performed on an as needed basis, and billed on a time and materials basis not to exceed \$25,000.

The work to be performed under this amendment includes:

- Ensuring that the installing contractor performs work consistent with the PS&Es;
- Updating signage standards as necessary; and
- 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 in an amount not to exceed \$25,000 for the services described above.



Steve Heminger

SH: JS

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract Amendment

Work Item No.: 2655

Contractors: Kimley-Horn and 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 and oversight for fabrication and installation of real-time transit information displays.

Project Cost: \$25,000 (this amendment)
Total contract amount before this amendment: \$592,211.
Total contract amount after this amendment: \$617,211.

Funding Source: Prop. 1B

Fiscal Impact: Included in the FY 2013-14 Budget

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and amend the contract with Kimley-Horn and Associates, Inc. to provide additional consulting services for the Hub Signage Program as described above and in the Executive Director's November 1, 2013 memorandum and the Chief Financial Officer is authorized to set aside funds for such amendment in the amount of \$25,000.

MTC Operations Committee: Approved: _____
Jake Mackenzie, Chairperson

Approved: Date: November 8, 2013