



METROPOLITAN  
TRANSPORTATION  
COMMISSION

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## *Memorandum*

TO: Administration Committee

DATE: April 2, 2014

FR: Deputy Executive Director, Policy

W. I. 1611

RE: Consultant Panel - On-Call PDA Technical and Staffing Assistance (\$3,000,000):

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| <i>i. AECOM, San Francisco, CA</i>                                    | <i>vi. Perkins &amp; Will, San Francisco, CA</i>                 |
| <i>ii. Dyett &amp; Bhattia, San Francisco, CA</i>                     | <i>vii. Placeworks, Berkely, CA</i>                              |
| <i>iii. Fehr &amp; Peers, Oakland, CA</i>                             | <i>viii. TJKM Transportation Consultants,<br/>Pleasanton, CA</i> |
| <i>iv. M-Group, Mountain View, CA</i>                                 | <i>ix. Urban Planning Partners, Oakland, CA</i>                  |
| <i>v. Nelson Nygaard Consulting Associates,<br/>San Francisco, CA</i> |  |

This memorandum requests approval of the above-listed pre-qualified panel of consultants to provide on-call priority development area (PDA) technical and staffing assistance to local jurisdictions and MTC for a three-and-a-half-year period ending December 31, 2017 with an option to extend for two additional one-year terms. The maximum amount available for this work is \$3,000,000.

### **Background**

In 2009, MTC and the Association of Bay Area Governments (ABAG) launched the first cycle of the on-call technical assistance program to support PDA implementation. MTC and ABAG matched on-call consultant(s) with projects submitted by local jurisdictions based on the needs identified in each project and the selected teams' particular strengths and availability. Sixteen projects focused on local planning implementation barriers were funded through this initial technical assistance funding cycle.

To help jurisdictions with staffing needs due to local planning staff reductions in recent years, as well as the loss of redevelopment agencies, a new staffing assistance component has been added to the program. Staffing assistance is limited to projects that provide a clear transportation/land use nexus.

Given the adoption of Plan Bay Area, MTC procured an on-call consultant panel to provide technical and staffing assistance that will focus on local projects that advance implementation of the Plan. The on-call consultant panel will also be available to MTC and ABAG for Plan Bay Area implementation projects with a regional focus.

### **Consultant Selection**

MTC issued a Request for Qualifications (RFQ) on January 28, 2014, with statements of qualification (SOQs) due on February 14, 2014. Ten SOQs were received, although one firm withdrew its SOQ during the evaluation period. The remaining nine SOQs were reviewed by an evaluation committee representing MTC and ABAG staff. The evaluation committee recommended all nine teams of consultants based on their qualifications, depth of staff resources,

written presentation effectiveness and hourly rates. The evaluation team found the breadth of expertise highlighted in these teams' SOQs sufficient to carry out the proposed tasks, and elected not to hold interviews. Based on the results of the evaluation, staff is recommending approval of the following firms for on-call PDA technical and staffing assistance:

*AECOM  
Dyett & Bhattia  
Fehr & Peers  
M-Group  
Nelson Nygaard Consulting Associates*

*Perkins & Will  
Placeworks  
TJKM Transportation Consultants  
Urban Planning Partners*

### **Scope of Work**

The selected consultant teams will assist with the following types of projects:

#### **Technical Assistance**

- Parking policy and demand analysis
- Municipal financing mechanisms
- Development feasibility analysis
- Infrastructure planning and design
- PDA circulation and transit station access
- Transit Oriented Development-supportive design and zoning

#### **Staffing Assistance**

- Station Area/PDA Planning
- Planning for mixed income near transit
- Planning and implementing transit connectivity to employment, housing and services
- Evaluating transit corridors and their relationship to transit-oriented-development
- Expanding housing opportunities near transit
- Addressing parking management and pricing connected to new land uses
- Bicycle and pedestrian planning connected to new land uses

### **Recommendation**

Staff recommends that this Committee approve the pre-qualified consultant panel identified above to provide on-call PDA technical and staffing assistance services to local jurisdictions and MTC and ABAG on an as-needed basis, for a period extending through December 31, 2017, with an option to extend for up to two additional one-year terms. The amount included for this program in the FY 2014-15 Agency Budget (subject to approval) is \$3,000,000. Staff will return to the Committee for authorization of any contracts exceeding the Executive Director's signature authority.



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Ann Flemer

## REQUEST FOR COMMITTEE APPROVAL

### Summary of Consultant Panel

Work Item No.:	1611
On-Call Consultant Teams:	<ul style="list-style-type: none"><li>• AECOM (San Francisco, CA)</li><li>• Dyett &amp; Bhatia (San Francisco, CA)</li><li>• Fehr &amp; Peers (Oakland, CA)</li><li>• M-Group (Mountain View, CA)</li><li>• Nelson Nygaard Consulting Associates (San Francisco, CA)</li><li>• Perkins &amp; Will (San Francisco, CA)</li><li>• Placeworks (Berkeley, CA)</li><li>• TJKM (Pleasanton, CA)</li><li>• Urban Planning Partners (Oakland, CA)</li></ul>
Purpose of Project/Brief Scope of Work:	Provide on-call technical and staffing assistance to local jurisdictions and MTC/ABAG with specific projects in support of Plan Bay Area implementation.
Project Cost Not to Exceed:	\$3,000,000 (FY 2014-15)
Funding Source:	STPL 6084 186 (\$3,000,000), Toll Credits
Fiscal Impact:	No immediate fiscal impact until contracts are awarded. \$3,000,000 is included in the FY 2014-15 Agency Budget, subject to approval, for all contracts. Additional funds for future fiscal years are subject to agency budget approval process.
Motion by Committee:	That the above list of consultants be pre-qualified to enter into contracts with MTC to provide on-call PDA technical and staffing assistance services on an as-needed basis through December 31, 2017, as described above and in the Executive Director's memorandum dated April 2, 2014, with an option to extend for two additional one-year terms, subject to applicable contract approval procedures and necessary budget approvals.
Admin. Committee:	<hr/> Adrienne Tissier, Chair
Approved:	Date: April 9, 2014