



METROPOLITAN
TRANSPORTATION
COMMISSION

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TO: Administration Committee

DATE: September 3, 2014

FR: Executive Director

W.I. 1611

RE: Contract Amendments – On Call Priority Development Area Technical and Staffing Assistance:

- i. *Nelson Nygaard Consulting Associates (\$835,000)*
- ii. *Fehr & Peers (\$435,000)*

This memorandum seeks Committee approval to enter into contract amendments to complete Priority Development Area (PDA) technical and staffing assistance projects (listed in Attachment A), as well as the State Route (SR) 82 Relinquishment Exploration Study, for a total of two contract amendments totaling \$1,270,000 (Nelson Nygaard Consulting Associates, \$835,000; Fehr & Peers, \$435,000).

The pre-qualified panel of consultants from which these consultants were selected was approved by this Committee on April 9, 2014. All projects in Attachment A were approved by MTC on May 28, 2014.

Background

At its April 9, 2014 meeting, this Committee approved a pre-qualified panel of consultants to provide on-call PDA technical and staffing assistance to local jurisdictions and MTC. At its May 28, 2014 meeting, the Commission approved PDA planning grants, including PDA technical and staffing assistance projects, as well as several regional implementation priorities, including the SR 82 Relinquishment Exploration Study.

PDA Technical and Staffing Assistance

Following the May 28 Commission approval, staff assigned PDA technical and staffing assistance projects to the pre-qualified consultants approved in April. To assign consultants to the awarded projects, MTC and ABAG staff used one of two processes, as indicated on Attachment A. For projects not involving architectural or engineering services, MTC and ABAG staff reviewed the statements of qualifications initially submitted by the consultants as well as the project descriptions included in the PDA technical and staffing assistance applications submitted by local jurisdictions and assigned projects to the consultant most experienced in the substantive areas under review. Local jurisdiction staff members were also involved in the selection process.

For projects requiring architectural or engineering services, a mini-procurement was held among the pre-qualified panel of consultants, in keeping with federal requirements. Each project was then awarded to the highest-ranked firm based upon the following factors, listed in relative order of importance: (1) qualifications and experience; (2) availability of key staff to meet schedule requirements; and (3) depth and management of resources in relation to scope of work. Submittals were evaluated by MTC, ABAG and local jurisdiction staff without regard to price.

PDA Planning - Regional Implementation Priorities

As noted, several regional implementation priorities were approved by the Commission in May, including the SR 82 Relinquishment Exploration Study. Because the skills required to complete this project are a good fit with the consultant skills on the pre-qualified PDA technical and staffing assistance panel, selection of a consultant for this project proceeded through this process. As architectural or engineering services are required to complete the work, a mini-procurement was held among the pre-qualified panel of consultants. Submittals were evaluated by MTC, Santa Clara Valley Transportation Authority, who will lead the project, Caltrans, and San Mateo County Transit District staff representing the Grand Boulevard Initiative, based on the same criteria listed above.

Recommendation

Staff recommends this Committee authorize the Executive Director or his designee to enter into contract amendments to complete PDA technical and staffing assistance projects (listed in Attachment A), as well as the SR 82 Relinquishment Exploration Study, for a total of two contract amendments in the following not to exceed amounts - Nelson Nygaard Consulting Associates, \$835,000, and Fehr & Peers, \$435,000 - totaling \$1,270,000.



Steve Heminger

SH:TT

Attachment A

Recommended On-Call PDA Technical and Staffing Assistance Consultant Awards

<i>Jurisdiction</i>	<i>Project</i>	<i>Recommended On-Call Consultant</i>	<i>Award Amount</i>
Alameda	Transportation Demand Management Plan for PDA	Fehr & Peers	\$150,000
Concord	Salvio St. Streetscape Project	Fehr & Peers*	\$50,000
Oakland	Transportation Impact Review Streamlining for PDAs	Nelson Nygaard*	\$300,000
Oakland	Complete Streets Network, Design Guidance, Circulation Element Update	Fehr & Peers*	\$235,000
Oakland	Downtown Parking Management Strategy	Nelson Nygaard	\$200,000
Morgan Hill	Market Demand /Opportunity site feasibility analysis with circulation	Nelson Nygaard	\$60,000
Regional	State Route 82 Relinquishment Exploration Study	Nelson Nygaard*	\$275,000
		TOTAL	\$1,270,000

*Selected through mini-procurement among consultants on the on-call PDA technical and staffing assistance pre-qualified consultant panel

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Work Item No.: 1611

Organization: Nelson Nygaard Consulting Associates, San Francisco, CA

Work Project Title: On-Call Priority Development Area (PDA) Technical and Staffing Assistance Projects

Purpose of Amendment: To complete PDA technical and staffing assistance projects for local jurisdictions and the region that help advance implementation of Plan Bay Area.

Brief Scope of Work: The following projects will be completed: analysis that will streamline transportation impact review to ensure outcomes that are both efficient and multi-modal (Oakland), development of a downtown parking management strategy (Oakland), analysis that will focus on market demand, market feasibility and circulation for a transit-oriented-development opportunity site (Morgan Hill), a study that will explore relinquishment of State Route 82 (VTA).

Cost Not to Exceed: \$60,000 (Existing Agreement)
\$835,000 (Amendment)
Total: \$895,000

Funding Source: Surface Transportation Program, Federal Highway Administration

Fiscal Impact: \$835,000 is included in the FY 2014-15 agency budget.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Nelson Nygaard Consulting Associates in FY 2014-15 to complete various PDA technical and staffing assistance projects as described above and in the Executive Director's Memorandum dated September 3, 2014, and that the Chief Financial Officer is authorized to set aside funds (\$835,000) from the FY 2014-15 Agency Budget for this purpose.

Administration Committee: _____
Adrienne J. Tissier, Chair

Approved: Date: September 10, 2014

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Work Item No.: 1611

Organization: Fehr & Peers, Oakland, CA

Work Project Title: On-Call Priority Development Area (PDA) Technical and Staffing Assistance Projects

Purpose of Amendment: To complete PDA technical and staffing assistance projects for local jurisdictions and the region that help advance implementation of Plan Bay Area.

Brief Scope of Work: The following projects will be completed: creation of a PDA transportation demand management plan (Alameda), development of construction documents and visual simulations for the Salvio St. streetscape project (Concord), development of a complete streets network, design guidance and General Plan circulation element update (Oakland).

Cost Not to Exceed: \$60,000 (Existing Agreement)
\$435,000 (Amendment)
Total: \$495,000

Funding Source: Surface Transportation Program, Federal Highway Administration

Fiscal Impact: \$435,000 is included in the FY 2014-15 agency budget.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Fehr & Peers in FY 2014-15, to complete various PDA technical and staffing assistance projects as described above and in the Executive Director's Memorandum dated September 3, 2014, and that the Chief Financial Officer is authorized to set aside funds (\$435,000) from the FY 2014-15 Agency Budget for this purpose.

Administration Committee: _____
Adrienne J. Tissier, Chair

Approved: Date: September 10, 2014