



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Administration Committee

DATE: February 4, 2015

FR: Executive Director

W.I. 1512

RE: Contract – Regional Transit Asset Management Guidance and Support:
CH2M Hill, Inc. (\$190,139)

Staff seeks the Committee’s approval of a contract in an amount not to exceed \$190,139 with CH2M Hill to provide Regional Transit Asset Management Guidance and Support services.

Background

Moving Ahead for Progress in the 21st Century Act (MAP-21) established new requirements for transit asset management with the goal of bringing the nation’s public transit system into a state of good repair. MTC has been engaged in asset management activities at the regional level for many years and has undertaken significant efforts to inventory transit capital assets and evaluate the region’s transit system state of repair. MTC views the MAP-21 requirements as an opportunity to refine and expand Transit Asset Management efforts in the region.

MTC’s earlier efforts focused on developing asset inventory collection methods, standardization of asset classes, rehab and replacement lifecycles, and costs for the Regional Transit Capital Inventory (RTCI). The RTCI is a database of transit capital assets, including replacement and rehabilitation costs and lifecycles, used to project transit capital maintenance needs for the Regional Transportation Plan and the Transit Capital Priorities funding program. This contract will build upon the prior efforts to further refine the RTCI plus add a new area of focus on strategic direction.

The scope of work includes:

1. Task 1: Provide strategic direction for the implementation of Transit Asset Management in the region;
2. Task 2: Refine and update the RTCI inventory, cost and life cycle data, and data collection process;
3. Task 3: Prepare analyses of transit capital asset needs and backlog under varying funding levels and states of repair; and
4. Task 4: Additional Inventory Reporting and Strategic Support (Optional).

The first three tasks will be completed under a firm fixed price contract; the fourth task will be conducted on a time and materials basis under task orders issued at MTC’s discretion.

Procurement Process

On November 5, 2014, MTC issued a Request for Proposals (RFP) for consulting assistance on this project. An email advertising the availability of the RFP on MTC’s website was distributed to over 1300 individuals/firms. MTC received two proposals, which were evaluated by a panel comprised of MTC and transit operator staff. The evaluation criteria, based on a total score of 100 included: 1) approach to carrying out project (30); 2) individual and team expertise and experience in conducting similar types of projects (30); 3) cost effectiveness including hours and appropriateness of personnel assigned to each task (20); and 4) communication skills (20).

Proposals received:

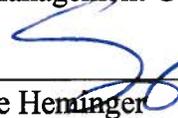
Firm	Location	Subconsultants	Proposed Deliverable Based Budget for Tasks 1-3
CH2M Hill	San Francisco, CA	Beyond Your Data Lumenor Consulting Group	\$190,139
Jeff Roorda and Associates and Nelson/Nygaard Consulting Associates	Concord, NH	N/A	\$185,000

The panel recommends CH2M Hill as the proposer most advantageous to MTC based on the evaluation criteria stated in the RFP. A number of identified strengths led to the panel’s recommendation, including the following:

- Clarity and strength of proposed approach, including:
 - Proposed process for developing the strategic direction
 - Solid understanding of transit operator data challenges and complexities
- Diverse team with expertise in various areas, including:
 - Strategic planning services in transit asset management
 - Database expertise and familiarity with TERM Lite software
 - Multi-agency and funding agency asset management experience
- Comprehensiveness and demonstrated clear understanding of project challenges

Recommendation

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into a contract with CH2M Hill in an amount not to exceed \$190,139 to develop and prepare the Regional Transit Asset Management Guidance and Support Project.



Steve Heminger

SH:MC

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consulting Contract

Work Item No.: 1512

Organization: CH2M Hill, Inc.
San Francisco, CA

Work Project Title: Regional Transit Asset Management Guidance and Support Project

Purpose of Agreement: Provide regional transit asset management services.

Brief Scope of Work: Provide strategic direction for the implementation of transit asset management in the region; refine and update the Regional Transit Capital Inventory (RTCI), cost and life cycle data and data collection process; assess the transit capital asset needs and backlog under varying funding levels and states of repair; and provide additional inventory reporting and strategic support as needed.

Cost Not to Exceed: \$190,139

Funding Sources: FTA Section 5303, FTA Section 5307, State Transit Assistance (STA) and AB664

Fiscal Impact: Funds are 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 consulting contract with CH2M Hill, to develop and prepare the Regional Transit Asset Management Guidance and Support Project as described above and in the Executive Director's February 4, 2015 memorandum, and the Chief Financial Officer is authorized to set aside funds in the amount of \$190,139 for such agreement.

Administration Committee: _____

Adrienne J. Tissier, Chair

Approved: Date: February 11, 2015