

SOUND TRANSIT

MOTION NO. M99-27

Contract Amendment with Manuel Padron & Associates for Additional Service Implementation Planning Work BACKGROUND AND COMMENTS

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	5/6/99	Discussion/Possible Action	Veronica Parker, Program Manager, Regional Bus Agnes Govern, Director, Regional Express	206-398-5042 206-398-5037

ACTION:

Approval to amend Contract No. RTA/RE 98-1 between Manuel Padron & Associates and Sound Transit. This amendment would extend the contract through September 1999 for service implementation planning in an amount not to exceed \$200,000.

BACKGROUND:

Motion M98-21 authorized a contract with Manuel Padron & Associates for an amount not to exceed \$330,000 for the purposes of service implementation planning. Sound Transit had issued a request in early 1998 for qualifications/proposals to solicit consulting services for the Service Implementation Plan. Manuel Padron & Associates, certified DBE, was the successful candidate.

The work from the original contract award is scheduled to be completed in June 1999. We propose extending the existing contract through September 1999, in an amount not to exceed \$200,000, to allow the consultant to continue work on the system design. Staff believes that Manuel Padron's expertise is essential in assisting with certain tasks leading up to the implementation of service this September.

This work is a continuation of the work performed in the original scope and will be most efficiently performed by Manuel Padron & Associates due to their work on the Service Implementation Plan for nearly a year.

KEY FEATURES:

- Planning for Implementation: Continue providing technical support in implementing the Regional Express bus service, including preparation and/or review of routings, schedules, timetables, and maps; analysis of time transfer opportunities among Sound Transit routes and other routes; and assisting to identify specific tasks requires for service implementation.
- Revisions to Financial Model: Continue refinements to the financial model to reflect changes in the service plan and to increase its utility. This is essential for the maintenance and administration of the Regional Express Bus Service Agreement.

- Implementation Support: Continue providing on-site support during service implementation in September. This includes continued development of the service design required to finalize the System Plan and assisting with the development of the final route schedules.
- Park and Ride Study: Conduct a study of park and ride capacity. This activity is important in order to assess how the additional demands of the September start-up will affect park-and-ride lot usage. The Regional Bus and Community Connections divisions are managing this project together. The capacity analysis also involves working with partnering transit agencies in evaluating capacity solutions.
- Meeting Support: Continue providing technical support to Sound Transit staff at meetings and open houses.

The hours associated with the additional scope of work have been deemed fair and reasonable. The hours are calculated using existing hourly rates specified in the Manuel Padron & Associates contract.

RELEVANT BOARD POLICIES AND PREVIOUS ACTIONS TAKEN:

- ◆ Adoption of *Sound Move* (May 31, 1996).
- ◆ Adoption of Motion M98-21, authorizing a contract with Manuel Padron & Associates for the purposes of service implementation planning (April 3, 1998).
- ◆ Adoption of Resolution R98-46, adoption of Service Implementation Plan (November 12, 1998).
- ◆ Adoption of 1999 Fiscal Year Budget (November 12, 1998).

FUNDING:

The 1999 Regional Bus project budget includes adequate funding in the operating reserves budget to cover this contract amendment.

ALTERNATIVES:

The committee options:

1. Approval of contract extension as proposed.
2. Amended version of contract extension.
3. Not recommend approval of contract extension.

CONSEQUENCES OF DELAY:

Hiring another consultant to complete the above-described may affect the quality of work required to implementing service in September. There would be additional costs associated with another consultant and familiarizing them with our established decisions and policies.

LEGAL REVIEW:

The Legal Department has reviewed and approved the Background Comments and Motion.

SOUND TRANSIT

MOTION NO. M99-27

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Executive Director to execute an extension of the service implementation planning contract with Manuel Padron & Associates through September 1999, in an amount not to exceed \$200,000.

Background:

Motion M98-21 authorized a contract with Manuel Padron & Associates for an amount of \$330,000 for the purposes of service implementation planning. This motion amends the contract term through September 1999, and increases the contract budget by an amount not to exceed \$200,000. Staff believes that Manuel Padron's expertise is essential in assisting with certain tasks leading up to the implementation of service this September. Specific areas of assistance include the following:

During the extended contract period, Manuel Padron & Associates will provide technical support including:

- Preparation and/or review of routes, schedules, timetables, and maps.
- Analysis of time transfer opportunities among Sound Transit routes and other routes.
- Assist in identifying specific tasks required for September service start-up.
- Refinements to the System Plan's financial model.
- Park and ride lot capacity analysis.

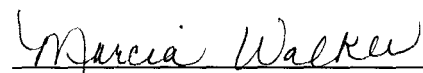
This work is a continuation of the work performed in the original scope and will be most efficiently performed by Manuel Padron & Associates due to their work on the System Implementation Plan for nearly a year.

Motion:

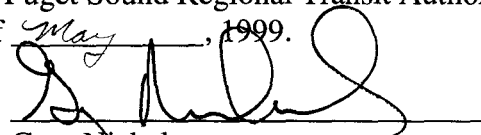
It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Executive Director is authorized to extend the service implementation planning contract with Manuel Padron & Associates through September 1999, in an amount not to exceed \$200,000.

Approved by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof on the 6th day of May, 1999.

ATTEST:



Marcia Walker
Board Administrator



Greg Nickels
Finance Committee Chair