

SOUND TRANSIT

MOTION NO. M2001-109

Regional Bus Planning and Analysis Consultant Contract with Entranco

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	10/18/2001	Discussion/Possible Action.	Agnes Govern, Director, Regional Express Gloria Overgaard, Regional Express Deputy Director Mike Bergman, Project Manager, Regional Bus Fred Chun, Project Coordinator, Regional Bus	(206) 398-5037 (206) 689-4909 (206) 398-5358 (206) 398-5044

OBJECTIVE OF ACTION

- Execute a contract with Entranco for transit consulting services for Regional Bus.

ACTION

- Authorize the Executive Director to execute a consulting contract with Entranco to provide transit planning and financial services for \$439,195 with a 10% contingency of \$43,920 for a total authorized amount not to exceed \$483,115.

KEY FEATURES

Highlights of Action:

- Completion of a Comprehensive Operational Analysis (COA) of the current bus system that will provide a detailed analysis of ST Express route performance at a trip level for use in evaluating the current system and future planning.
- A COA is called for in the "Service Standards and Performance Measures for ST Express" adopted by the Board in 1999.
- Assistance with the development of the ten-year Service Plan that includes ongoing integration with Link, Sounder, partner agencies systems, and Regional Express capital projects.
- Bus system financial modeling, ongoing service rate/cost reconciliation, and Service Agreement negotiations financial analyses.

DISCUSSION OF PROPOSED ACTION

On August 8, 2001, Sound Transit issued a Request for Proposal (RFP) for transit planning and analysis services for Regional Bus service. Sound Transit received three proposals, which were evaluated by a selection committee comprised of five Regional Express staff using the Sound Transit evaluation form that includes experience, knowledge, project approach, organizational capacity, DBE participation, EEO commitment, and cost. Entranco has submitted MWBE/DBE/SBE information of 30-40% participation exceeding Sound Transit's goal of 18% participation.

**Prior Board or Committee Actions
and Relevant Board Policies**

Motion or Resolution Number	Summary of Action	Date of Action
Motion No. 98-21	Authorized the Executive Director to contract with Manuel Padron & Associates for service implementation planning.	4/3/98
Motion No. M99-27	Approval to amend Contract No. RTA/RE 98-1 with Manuel Padron & Associates for service implementation planning.	5/6/99

BUDGET

The budget for the consultant contract for transit service planning and analysis services is available from the 10% reserves of the Regional bus program budget. Committing these funds will not endanger any other project elements that are to be funded out of the respective elements of the budget. The following table represents the available budget as it relates to expenditures and the impact of this action.

Adopted 2001 Budget

Total Project Budget¹	Relevant Budget² (A)	Expenditures/ Commitments To Date³ (B)	Total Amount Requested (D)	Budget Available A-(B+C)
\$484,468	\$33,390	\$5,844	\$483	\$27,063

All figures shown are in YOES\$ in thousands.

Proposed 2002 Budget

Total Project Budget⁴	Relevant Budget⁵ (A)	Expenditures/ Commitments To Date³ (B)	Total Amount Requested (D)	Budget Available A-(B+C)
\$497,585	\$36,616	\$5,844	\$483	\$30,289

All figures shown are in YOES\$ in thousands.

- (1) Total ten-year budget for all bus routes projects as shown in the 2001 Adopted Budget (reference page 225-228).
- (2) The amount shown is the total ten-year operating reserve budget for all subareas.
- (3) Life-to-date expenditures through August 30, 2001.
- (4) Total ten-year budget for all bus routes projects as shown in the 2002 Proposed Budget (reference page 227-230).
- (5) The amount shown is the total ten-year operating reserve budget in the proposed 2002 budget. The budget for planning effort for year 2001–2006 is \$1,294,050.

CONSEQUENCES OF DELAY

- The 2002 SIP is to be completed in the first quarter of 2002 and information from the COA is key to staff developing recommendations for consideration by the Board. If it is not completed, then the performance data will not be considered until 2003.

REGIONAL PARTNERSHIP AND COOPERATION

- The COA has been discussed with the transit partners in the regional Service Planning Committee and they will be participating in terms of reviewing data and providing input into the study. Regional Bus staff work very closely with the transit agencies and with public and private jurisdictions when planning or reviewing Sound Transit bus services.

PUBLIC INVOLVEMENT

- The annual SIP is developed to reflect public's input through public hearings, outreach meetings, and brochures on a yearly basis.

LEGAL REVIEW

JDW – 10/04/01

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A motion of the Finance Committee of Central Puget Sound Regional Transit Authority to authorize the Executive Director to execute a consulting contract with Entranco to provide transit planning consulting services for \$439,195 including a 10% contingency of \$43,920 for a total authorized amount not to exceed \$483,115.

Background:

For the 2002 Service Implementation Plan (SIP) development and future bus planning, the Regional Bus staff needs to assess the performance of each route in detailed levels by performing a Comprehensive Operational Analysis. Additionally, the staff needs support developing a ten-year service plan that includes integration with Link, Sounder, partner agencies systems, and Regional Express capital projects. The staff also needs assistance with the transit specific financial analyses for SIP bus system financial modeling, ongoing service rate/cost reconciliation, and Service Agreement negotiations. Sound Transit issued a Request for Proposal for transit planning and analysis services for Regional Bus service. After evaluating three (3) proposals based on the established criteria, the Sound Transit selection committee recommended Entranco.

Motion:


It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority to authorize the Executive Director to execute a consulting contract with Entranco to provide transit planning consulting services for \$439,195 including a 10% contingency of \$43,920 for a total authorized amount not to exceed \$483,115.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on the 18th day of October 2001.



Greg Nickels
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator