

MOTION NO. M2017-148

Contract Award for Technical Support and Advisor for the Innovation and Technology Program

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	12/07/2017	Final Action	Don Billen, Acting ED, PEPP Michael Berman, Technology Innovation Manager

PROPOSED ACTION

Authorizes the chief executive officer to execute a three-year contract with two one-year options with Cambridge Systematics, Inc. to provide consulting services to support the Innovation and Technology Program in the total authorized amount not to exceed \$262,500 contingent upon Board approval of the 2018 Budget.

KEY FEATURES SUMMARY

- This contract will provide ongoing support to the Innovation and Technology Program (ITP).
- The vendor will provide consulting services across a wide range of technology and innovation issues ranging from strategic (i.e., helping to establish Sound Transit's Innovation program) to tactical and specific.
- The contract scope of work will allow staff to use the vendor for technology and innovation work across the ITP and the agency. Work will be issued under task orders to enable staff to manage scope and budget.
- The amount requested is sufficient to cover the three-year contract and the two one-year options.

BACKGROUND

This effort will support the Innovation and Technology Program, which was funded with \$75 million in the ST3 ballot measure. The purpose of the ITP is to fund and guide innovation in data and analytics, transit technology, and business practices and partnerships. This technical support contract will bring experts in transit technology and innovation to ITP.

The consultant team has worked on technology innovation projects both in the transit industry and in other areas, allowing Sound Transit to leverage their expertise and knowledge.

PROCUREMENT INFORMATION

A Request for Proposals was advertised on June 27, 2017 and nine proposals were submitted in response. The evaluation team reviewed and ranked the nine proposals and determined that the top three were in the competitive range. The shortlisted firms were given an opportunity to revise their proposals based on feedback by Sound Transit. The evaluation team then reviewed those using the original evaluation criteria.

The evaluation team determined that Cambridge Systematics, Inc. is the firm that submitted the most advantageous proposal and the selection of Cambridge Systematics, Inc. is in Sound Transit's best interest.

FISCAL INFORMATION

This action is within the Authorized Project Allocation to Date and sufficient monies remain after approval of the action to fund the remaining work in the Preliminary Engineering phase as contained in the current cost estimates.

The Authorized Project Allocation to Date for the new Innovation and Technology Program is \$106,604,000. Within that amount \$79,954,000 has been allocated to the Preliminary Engineering phase. The proposed action would commit \$262,500 to this line item and leave a remaining phase budget of \$79,691,500.

Innovation and Technology Program (in thousands)

Project Phase	2018 Authorized Project Allocation to Date*	Board Approvals	This Action	Board Approved Plus Action	Uncommitted / (Shortfall)
Agency Administration	\$26,650	\$	\$	\$	\$26,650
Preliminary Engineering	79,954		263	263	79,692
Total Current Budget	\$106,604	\$	\$263	\$263	\$106,342
Phase Detail -Preliminary Engineering					
On-call contract	\$79,954		\$263	\$263	\$79,692
Total Phase	\$79,954	\$	\$263	\$263	\$79,692

Cambridge Systematics, Inc.		Current Approved	Proposed	Proposed Total for
Contract Detail	Board Approvals to Date	Contract Status	Action	Board Approval
Contract Amount	\$	\$	\$263	\$263
Contingency Amount				
Total Contract Amount	\$	\$	\$263	\$263
Percent Contingency	0%	0%	0%	0%

Notes:

* 2018 Authorized Project Allocation to Date is pending the Board approval.
 Amounts are expressed in Year of Expenditure.
 Board Approvals = Committed To-Date + Contingency and includes pending Board actions.
 For detailed project information, see page 63 of the Proposed 2018 Transit Improvement Plan (TIP).

SMALL BUSINESS/DBE PARTICIPATION AND APPRENTICESHIP UTILIZATION

Participation by Small Businesses and Disadvantaged Business Enterprises (DBEs)

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Small Business and DBE goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of Small Businesses/DBEs available to perform such subcontracting work.

Sound Transit determined that there were few Small Business and DBE subcontracting opportunities based upon the work described in this contract, so Small Business/DBE goals were not established.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

A one-month delay would not create a significant impact to the project schedule.

ENVIRONMENTAL REVIEW

KH 11/27/17

LEGAL REVIEW

AJP 11/30/17

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A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a three-year contract with two one-year options with Cambridge Systematics, Inc. to provide consulting services to support the Innovation and Technology Program in the total authorized amount not to exceed \$262,500 contingent upon Board approval of the 2018 Budget.

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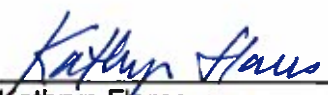
MOTION:

It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a three-year contract with two one-year options with Cambridge Systematics, Inc. to provide consulting services to support the Innovation and Technology Program in the total authorized amount not to exceed \$262,500 contingent upon Board approval of the 2018 Budget.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on December 7, 2017.


Paul Roberts
Operations and Administration Committee Chair

ATTEST:


Kathryn Flores
Board Administrator