

**MOTION NO. M2017-40**
**On-Call Contract for Ridership Forecasting Support Services**

<b>MEETING:</b>	<b>DATE:</b>	<b>TYPE OF ACTION:</b>	<b>STAFF CONTACT:</b>
Operations and Administration Committee	04/06/2017	Final Action	Ric Ilgenfritz, Executive Director PEPP <b>Brant Lyerla, Project Manager - Modeler</b>

**PROPOSED ACTION**

Authorizes the chief executive officer to execute a three year contract with two one-year options to extend with Parsons Brinckerhoff, Inc. to provide Ridership Forecasting Support services for a total authorized contract amount not to exceed \$2,470,000.

**KEY FEATURES SUMMARY**

- Under this contract, Parsons Brinckerhoff, Inc. will update the Sound Transit ridership forecasting model to reflect more current conditions and add new data to the model to improve the representation of existing transit travel patterns in the region.
- The contract includes services to update, maintain, apply and document the model as needed.
- Updates to the ridership model are needed following the addition of the University Link and South 200th Link Extensions, and other changes in the region that affect ridership.
- The amount requested covers the initial three year term and the two optional one-year extensions.

**BACKGROUND**

Sound Transit uses an incremental data-driven ridership forecasting model. The model is used in support for ongoing planning and development efforts including operations and capacity planning, environmental studies, facility design and financial planning. The model is also used to help describe system wide and project ridership benefits and other related information for grant applications, and for communications to the public and other stakeholders.

The model was last updated in 2015 using data collected from 2014. However, since 2014 the transit environment has changed in the Puget Sound region. The University Link Extension and S 200th (Angle Lake) Link Extension both opened in 2016. Economic recovery and growth have caused increases in transit ridership. Sound Transit and other partner transit agencies in the region have changed service levels. These changes prompt an update to the model.

In January 2017, the Procurement and Contracts Division issued a Request for Proposal (RFP) for Ridership Forecasting Support Services. Four proposals were received and evaluated based on the following criteria: knowledge and current experience of key individuals, firm experience, knowledge and history, capacity, project organization and project approach, price and commitment to and compliance with equal employment opportunity law. Parson Brinckerhoff, Inc., best met the evaluation criteria, offered the best value and are in the best interest of Sound Transit.

This contract will provide the necessary services to update and maintain the model, and also apply the model as needed. The model will be updated with recent data that describes transit ridership and service levels including the opening of the University Link and S 200th Link Extensions, and

the related bus service changes. For the first time, ORCA data will be integrated into the model to help describe existing transit travel patterns.

This contract represents a change in strategy for how to update, maintain and apply the ridership forecasting model. In the past Sound Transit has included these tasks as part of much larger planning and development contracts for specific projects such as light rail extensions. This created some redundancy when some tasks were repeated for multiple projects, and separate project schedules were often not in alignment.

With this contract, the modeling tasks will be centralized, and the modeling products will be distributed to the projects as needed – a sort of “hub” for ridership modeling tasks. This helps achieve the efficiency and consistency in methods and assumptions needed for ridership forecasting, especially system-wide efforts such as operations and capacity planning, and financial planning.

## FISCAL INFORMATION

This action is within the authorized project allocation to date and sufficient funds remain after approval of this action to fund the remaining work in the preliminary engineering phase.

The authorized project allocation to date for ST3 Planning is \$52,648,024. Within that amount, \$30,407,538 has been allocated for consulting services in the preliminary engineering phase. The proposed action would commit \$2,470,000 to Parsons Brinckerhoff, Inc. to provide Ridership Forecasting Support consulting services leaving the remaining uncommitted budget of \$25,747,469 in the preliminary engineering phase.

<b>ST3 Planning</b> (in thousands)						
	Authorized Project Allocation	Board Approvals	This Action	Board Approved Plus Action	Uncommitted / (Shortfall)	
Agency Administration	\$5,838	\$3,380	\$	\$3,380	\$2,458	
Preliminary Engineering	46,510	18,292	2,470	20,762	25,747	
Final Design						
Third Parties						
Right of Way	300	17		17	284	
Construction						
Construction Services						
Vehicles						
<b>Total Current Budget</b>	<b>\$52,648</b>	<b>\$21,689</b>	<b>\$2,470</b>	<b>\$24,159</b>	<b>\$28,489</b>	
<b>Phase Detail - Preliminary Engineering</b>						
Consulting Services	\$30,408	\$11,345	\$2,470	\$13,815	\$16,593	
Other Preliminary Engineering Phase Work	16,102	6,947		6,947	9,155	
<b>Total Phase</b>	<b>\$46,510</b>	<b>\$18,292</b>	<b>\$2,470</b>	<b>\$20,762</b>	<b>\$25,747</b>	
<b>Parsons Brinckerhoff, Inc.</b>						
<b>Contract Detail</b>						
	Board Approvals to Date	Current Approved Contract Status	Proposed Action	Proposed Total for Board Approval		
Contract Amount	\$	\$	\$2,470	\$2,470		
Contingency						
<b>Total Contract Amount</b>	<b>\$</b>	<b>\$</b>	<b>\$2,470</b>	<b>\$2,470</b>		
Percent Contingency	0%	0%	0%	0%		

**Notes:**

Amounts are expressed in Year of Expenditure.

Board Approvals = Committed To-Date + Contingency as of February 2017 includes pending Board actions.

For detailed project information, see page 49 of the Proposed 2017 Transit Improvement Plan (TIP).

## **SMALL BUSINESS/DBE PARTICIPATION AND APPRENTICESHIP UTILIZATION**

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 delay for this action could result in delays for other projects that depend on information developed from the ridership forecasting model including operations and capacity planning, environmental studies, facility design, financial planning and grant applications. Or, a delay would result in the prolonged use the older 2014-based version of the ridership forecasting model in support of those projects.

## **ENVIRONMENTAL REVIEW**

Jl 3/24/2017

## **LEGAL REVIEW**

AJP 3/30/2017

## **MOTION NO. M2017-40**

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 to extend with Parsons Brinckerhoff, Inc. to provide Ridership Forecasting Support services for a total authorized contract amount not to exceed \$2,470,000.

### **BACKGROUND:**

Sound Transit uses an incremental data-driven ridership forecasting model. The model is used in support for ongoing planning and development efforts including operations and capacity planning, environmental studies, facility design and financial planning. The model is also used to help describe system wide and project ridership benefits and other related information for grant applications, and for communications to the public and other stakeholders.

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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 to extend with Parsons Brinckerhoff, Inc. to provide Ridership Forecasting Support services for a total authorized contract amount not to exceed \$2,470,000.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on April 6, 2017.

  
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Paul Roberts  
Operations and Administration Committee Chair

ATTEST:

  
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Kathryn Flores  
Board Administrator