



RESOLUTION EXECUTING CONTRACT RENEWALS AND OPTIONS FOR VARIOUS ANNUAL PROFESSIONAL SERVICES IN AN AMOUNT NOT TO EXCEED \$7,075,000 AND AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND/OR MODIFY CONTRACT PAYMENT TERMS AND NON-MATERIAL CONTRACT TERMS AND CONDITIONS

WHEREAS, The Transportation Authority annually contracts for certain professional support services in areas where factors like cost, work volume, or the degree of specialization required would not justify the use of permanent in-house staff; and

WHEREAS, The Transportation Authority seeks video production services for Board and Committee meetings; general legal counsel services, bond and disclosure counsel services; on-call project management and engineering consulting services; computer network services; and performance monitoring services associated with the Congestion Management Program; and

WHEREAS, In order to support its ongoing operations, Transportation Authority staff is requesting approval to execute annual professional services contracts with the Department of Technology for video production services for Board and Committee meetings in an amount not to exceed \$50,000, and with the Office of the City Attorney for general legal counsel services in an amount not to exceed \$100,000; and

WHEREAS, On February 28, 2017, through Resolution 17-25, the Transportation Authority awarded three-year consultant contracts, with an option to extend for two additional one-year periods for on-call project management oversight and general engineering services to 28 firms in an amount not to exceed \$6,000,000; and



WHEREAS, On April 23, 2019, through Resolution 19-54, the Transportation Authority exercised the first contract option in an amount not to exceed \$10,000,000; and

WHEREAS, During Fiscal Year (FY) 2020/21, a higher level of effort will be needed of consultant services as several projects advance forward, in particular the Treasure Island Mobility Management Agency Program, Yerba Buena Island Bridge Structures and Southgate Road Realignment Projects, Downtown Extension, and Hillcrest Road Widening Project, among others; and

WHEREAS, Transportation Authority staff is recommending that the agency exercise the second and final renewal options in an amount not to exceed \$6,500,000; and

WHEREAS, On November 27, 2018, through Resolution 19-26, the Transportation Authority awarded a two-year consultant contract, with an option to extend for three additional one-year periods in an amount not to exceed \$480,000 for computer network and maintenance services to SPTJ Consulting, Inc.; and

WHEREAS, During FY 2020/21 and due to COVID-19, the Transportation Authority needs to maintain an elevated level of technology support for the production of virtual Committee and Board meetings; and

WHEREAS, Transportation Authority staff is recommended that the agency exercise the first of three one-year renewal options in an amount not to exceed \$325,000; and

WHEREAS, On February 26, 2019, through Resolution 19-44, the Transportation Authority awarded a two-year consultant contract, with two options to extend for two-year periods in an amount not to exceed \$100,000 for performance



monitoring and analysis services for the Congestion Management Program to Wiltec, Inc.; and

WHEREAS, As the Congestion Management Agency for San Francisco, the Transportation Authority prepares the Congestion Management Program for San Francisco every two years in accordance with state law to monitor congestion on the Congestion Management Program roadway network and, if needed, adopt plans for mitigating traffic congestion that falls below certain thresholds; and

WHEREAS, Transportation Authority staff is recommending that the agency exercise the first of two two-year extensions in an amount not to exceed \$100,000; and

WHEREAS, The contract amounts proposed are annual limitations, as the subject professional support services are provided through contracts where costs are incurred only when the specific services are used; and

WHEREAS, The proposed FY 2020/21 budget includes this year's activities and sufficient funds will be included in future budgets to cover the remaining cost of the contracts; and

WHEREAS, The proposed contracts will be funded by a combination of federal and state grants, a memorandum of agreement from the Treasure Island Development Authority, and Prop K funds; and

WHEREAS, At its September 2, 2020 meeting, the Citizens Advisory Committee was briefed on and unanimously adopted a motion of support for the staff recommendation as described above and summarized in Attachment 1; now, therefore, be it



RESOLVED, That the Transportation Authority hereby authorized to execute contract renewals and options for the aforementioned annual professional services in an amount not to exceed \$7,075,000; and be it further

RESOLVED, That the Executive Director is hereby authorized to negotiate contract payment terms and non-material contract terms and conditions; and be it further

RESOLVED, That for the purposes of this resolution, "non-material" shall mean contract terms and conditions other than provisions related to the overall contract amount, terms of payment, and general scope of services; and be it further

RESOLVED, That notwithstanding the foregoing and any rule or policy of the Transportation Authority to the contrary, the Executive Director is expressly authorized to execute agreements and amendments to agreements that do not cause the total agreement value, as approved herein, to be exceeded and that do not expand the general scope of services.

Attachment:

- Attachment 1 - Proposed FY 2020/21 Professional Services Expenditures



The foregoing Resolution was approved and adopted by the San Francisco County Transportation Authority at a regularly scheduled meeting thereof, this 22nd day of September, 2020, by the following votes:

Ayes: Commissioners Fewer, Haney, Mandelman, Mar, Peskin, Preston, Ronen, Safai, Stefani, Walton, and Yee (11)

Nays: (0)

Absent: (0)

 9-25-20

Aaron Peskin
Chair

Date

ATTEST:

 9/30/20

Tilly Chang
Executive Director

Date

**Attachment 1:
Proposed Fiscal Year 2020/21 Professional Services Expenditures**

Professional Services	Description of Services	Previous Year Contract	Increase/ (Decrease)	Proposed Fiscal Year 2020/21 Contract	Procurement Type/Contract Options	Contract Goal	Utilization to Date
CCSF-Department of Technology	Video Production Services for Transportation Authority and TIMMA Committee/ Board Meetings	\$ 50,000	-	\$ 50,000	Sole Source	N/A	N/A
CCSF-Office of the City Attorney	General Counsel Services	\$ 100,000	-	\$ 100,000	Sole Source	N/A	N/A
28 Shortlisted Consultants	On-call Project Management Oversight and General Engineering Consultant Services	\$4,000,000	\$2,500,000	\$6,500,000	Competitively bid. Second of two renewal options	N/A	55% DBE 21% LBE 21% SBE
SPTJ Consulting, Inc.	Computer Network and Maintenance Services	\$ 240,000	\$85,000	\$ 325,000	Competitively bid. First of three renewal options.	15% DBE, LBE or SBE	91% DBE 91% LBE
Wiltec, Inc.	Performance Monitoring and Analysis Services for Congestion Management Program	\$ 100,000	-	\$100,000	Competitively bid. First of two renewal options	16% DBE	50% DBE
	Total	\$4,490,000	\$2,585,000	\$7,075,000			