



RESOLUTION EXECUTING CONTRACT RENEWALS AND OPTIONS FOR VARIOUS ANNUAL PROFESSIONAL SERVICES IN AN AMOUNT NOT TO EXCEED \$725,000 AND AUTHORIZING THE EXECUTIVE DIRECTOR TO 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 general legal counsel services; computer network services; on-call strategic communications, media and community relations professional services; and

WHEREAS, On July 23, 2019, through Resolution 20-07, the Transportation Authority awarded a three-year professional services contract, with an option to extend for two additional one-year periods in a combined amount not to exceed \$1,000,000 for on-call general legal counsel services to Meyers Nave (formerly Meyers Nave Riback Silver & Wilson); Nossaman LLP; and Wendel Rosen LLP (formerly Wendel, Rosen, Black & Dean LLP); and

WHEREAS, The Transportation Authority maintains a bench of three legal firms experienced in matters related to the operation of public entities to provide on-call general legal counsel services; and

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

WHEREAS, On November 27, 2018, through Resolution 19-26, the Transportation Authority awarded a two-year professional services contract, with



options to extend for three additional one-year periods in an amount not to exceed \$480,000 for computer networking and maintenance services to SPTJ Consulting, Inc.; and

WHEREAS, On September 22, 2020, through Resolution 21-12, the Transportation Authority exercised the first of three renewal contract options in an amount not to exceed \$325,000 for a total contract amount not to exceed \$805,000; and

WHEREAS, During Fiscal Year (FY) 2021/22 and due to COVID-19, Transportation Authority needs to maintain technology support for the production of virtual Board and/or Committee meetings and for the reopening of Transportation Authority physical office; and

WHEREAS, Transportation Authority staff is recommending that the agency exercise the second of three renewal options in an amount not to exceed \$300,000; and

WHEREAS, On February 12, 2019, through Resolution 19-37, the Transportation Authority awarded a three-year professional services contract, with an option to extend for two additional one-year periods in a combined amount not to exceed \$300,000 for on-call strategic communications, media and community relations services to Civic Edge Consulting and Convey, Inc.; and

WHEREAS, The Transportation Authority regularly communicates with the public, the media, policy makers, and key stakeholders in partner agencies and the private and non-profit sectors on a wide range of agency and project-specific matters; and

WHEREAS, The Transportation Authority forecast continuous need for



assistance with strategic communications, media relations and outreach related to various projects; and

WHEREAS, Transportation Authority staff is recommending that the agency exercise the first of two renewal options 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 adopted FY 2021/22 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 grants, state grants and Prop K funds; and

WHEREAS, At its September 22, 2021 meeting, the Community Advisory Committee considered the proposed action to execute contract renewals and options for various annual professional services as summarized in Attachment 1 and unanimously adopted a motion of support for the staff recommendation; now, therefore, be it

RESOLVED, That the Transportation Authority hereby authorizes the Executive Director to execute contract renewals and options for the aforementioned annual professional services in an amount not to exceed \$725,000; 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 Professional Services Expenditures



**San Francisco  
County Transportation  
Authority**

BD101921

RESOLUTION NO. 22-15

The foregoing Resolution was approved and adopted by the San Francisco County Transportation Authority at a regularly scheduled meeting thereof, this 16th day of November, 2021, by the following votes:

**Ayes:** Commissioners Chan, Haney, Mandelman, Mar, Melgar, Preston, Safai, Stefani, and Walton (9)

**Nays:** (0)

**Absent:** Commissioner Peskin and Ronen (2)

DocuSigned by:  
*Rafael Mandelman* 11/30/2021  
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Rafael Mandelman Date  
 Chair

ATTEST: DocuSigned by:  
*Tilly Chang* 11/16/2021  
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Tilly Chang Date  
 Executive Director

**Attachment 1:  
Proposed Professional Services Expenditures**

<b>Professional Services</b>	<b>Description of Services</b>	<b>Previous Year Contract</b>	<b>Increase/ (Decrease)</b>	<b>Proposed Annual Amount</b>	<b>Procurement Type/Contract Options</b>	<b>Contract Goal</b>	<b>Utilization to Date</b>
Meyers Nave; Nossaman LLP; and Wendel Rosen LLP	On-call Legal Counsel Services	\$333,333	(\$8,333)	\$ 325,000	Competitively bid. First of two renewal options.	0%	0%
SPTJ Consulting, Inc.	Computer Network and Maintenance Services	\$325,000	(\$25,000)	\$ 300,000	Competitively bid. Second of three renewal options.	15% DBE, LBE or SBE	94% DBE/LBE
Civic Edge Consulting and Convey, Inc.	On-call Strategic Communications, Media, and Community Relations Professional Services	\$100,000	0	\$100,000	Competitively bid. First of two renewal options.	17% DBE	81% DBE
	<b>Total</b>	<b>\$758,333</b>	<b>(\$33,333)</b>	<b>\$725,000</b>			