



RESOLUTION APPROVING AN ELIGIBLE LIST FOR ON-CALL PROJECT MANAGEMENT OVERSIGHT AND GENERAL ENGINEERING SERVICES, AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE CONTRACTS WITH SHORTLISTED CONSULTANTS FOR A THREE-YEAR PERIOD WITH OPTIONS TO EXTEND FOR TWO ADDITIONAL ONE-YEAR PERIODS IN A COMBINED TOTAL AMOUNT NOT TO EXCEED \$6,000,000, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE PAYMENT TERMS AND NON-MATERIAL CONTRACT TERMS AND CONDITIONS

WHEREAS, In its three core roles – to plan, fund and deliver transportation improvements for San Francisco – the Transportation Authority has responsibility for project development, delivery or delivery support and oversight of a wide range of projects covering all modes of surface transportation, in addition to implementation responsibilities for several major capital projects; and

WHEREAS, On-call project management oversight (PMO) and general engineering consultant (GEC) services are intended to augment and complement the Transportation Authority's internal resources by providing specialized expertise, serving as an on-call supplement to staff particularly for oversight and delivery support for major capital projects, handling tasks during peak workloads, and taking on tasks requiring quicker response times than existing staff resources alone would permit; and

WHEREAS, The proposed list of qualified firms shall provide the Transportation Authority with services on an on-call, task order basis to enhance the Transportation Authority's project development, delivery support and oversight capabilities; and

WHEREAS, On November 1, 2016, the Transportation Authority issued a Request for Qualifications (RFQ) for on-call project management oversight and general engineering services; and



WHEREAS, By the due date of November 30, 2016, the Transportation Authority received 43 Statements of Qualifications (SOQs); and

WHEREAS, A review panel consisting of Transportation Authority and San Francisco Municipal Transportation Agency staff evaluated the proposals based on the qualifications and other criteria outlined in the RFQ; and

WHEREAS, Interviews were not conducted nor deemed necessary due to the quality of the SOQs and the familiarity of staff with previous work performed by the majority of submitting firms; and

WHEREAS, Based on the competitive selection process, the review panel recommended pre-qualifying 28 of the 43 firms or teams of firms (respondents) in one to three categories of expertise identified in the RFQ, including 9 respondents for project management oversight and support services, 17 respondents for project delivery and project controls support services, and 22 respondents for general engineering services as shown in Attachment 2; and

WHEREAS, Budget for these activities will be funded by a combination of federal Surface Transportation Planning grants, federal grants from Caltrans and the Metropolitan Transportation Commission, local contributions from the Treasure Island Development Authority, and Prop K sales tax funds; and

WHEREAS, The first year's activity is included in the Transportation Authority's adopted Fiscal Year 2016/17 budget, and sufficient funds will be included in future fiscal year budgets to cover the remaining cost of the contracts; and

WHEREAS, At its January 11, 2017 special meeting, the Citizens Advisory Committee was briefed on and unanimously adopted a motion of support for the staff recommendation; and

WHEREAS, At its February 14, 2017 meeting, the Finance Committee reviewed and unanimously recommended approval of the staff recommendation; now, therefore, be it



RESOLVED, That the Transportation Authority hereby approves an eligible list of 28 consultants and authorizes the Executive Director to execute contracts with shortlisted consultants for a three-year period, with options to extend for two additional one-year periods, in a combined total amount not to exceed \$6,000,000, for on-call PMO and GEC services; 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.

Attachments (2):

1. On-Call PMO and GEC Scope of Services
2. On-Call PMO and GEC Contract Shortlisted Respondents

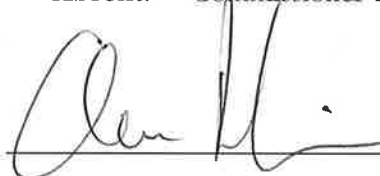



The foregoing Resolution was approved and adopted by the San Francisco County Transportation Authority at a regularly scheduled meeting thereof, this 28th day of February, 2017, by the following votes:

Ayes: Commissioners Breed, Cohen, Farrell, Fewer, Kim, Peskin, Ronen, Safai, Sheehy and Yee (10)

Nays: (0)

Absent: Commissioner Tang (1)

 3-6-17
Aaron Peskin Date
Chair

ATTEST:  3/7/17
Tilly Chang Date
Executive Director

Attachment 1

On-Call Project Management Oversight and General Engineering Consultant Services

Scope of Work

The Transportation Authority seeks consultant services to support various projects described above, and others that may arise. Anticipated tasks and desired areas of expertise are listed below. It is the intent of the Transportation Authority to pre-qualify multiple consultant firms and/or teams of firms (hereafter “Respondents”) in the major tasks described below that will collectively provide the best overall service packages to the Transportation Authority, inclusive of fee considerations, on an as-needed basis for transportation projects through the issuance of task orders.

Following Board authorization to award a contract(s), the Transportation Authority will contract with the selected Respondents for a term of up to three years, with an option to extend, which may be exercised at the discretion of the Transportation Authority, for two additional one-year periods (up to a total of five years). The Transportation Authority has budgeted \$8,000,000 for these contracts for the first three-year term, with the value of subsequent one-year extensions to be determined by future Transportation Authority budgets. Please note this is a ceiling and not a target.

The Transportation Authority seeks consultant services with expertise in the areas below. Respondents must declare which capabilities they are qualified to support. Respondents may submit evidence of qualifications for some or all of the areas of expertise, and state those areas for which pre-qualification is sought. Specialty consultants may respond to this request individually, and/or as part of one or more teams of firms.

TASK 1 – Project Management Oversight and Support Services

The project management oversight (PMO) and project management support services required will include:

- Hold or attend project progress meetings, weekly or as deemed necessary, between sub-consultants, the Transportation Authority, Caltrans oversight, SFMTA, other City agencies such as San Francisco Public Works (SFPW) and the Planning Department, and other interested parties. Prepare and distribute minutes of all meetings.
- Participate in monthly and / or quarterly project status updates, roadmap calls, or relevant public hearings or meetings and prepare meeting minutes, and recommend resolution of outstanding concerns.
- Arrange for, coordinate and participate in pre-bid conferences, including preparation of meeting minutes, including a comprehensive list of Action Items, when requested.
- Prepare monthly progress reports documenting the progress of each project describing key project delivery issues as they relate to meeting the project objectives and more significantly for quality, cost and schedule status.
- Establish and process project control documents including:
 - Progress reports and minutes of project team meetings
 - Review and analysis of monthly invoices
 - Review and analysis of project submittals
 - Review and analysis of contract modifications and negotiations

- Review of certified payrolls
- Perform review of contract documents (construction plans, special provisions, bid proposal and relevant information) for various projects and submit a report on discrepancies, inconsistencies, omissions, ambiguities, proposed changes and recommendations.
- Evaluate, negotiate, recommend, and prepare changes to the grant agreements. Perform quantity and cost analysis as required for negotiation of scope and budget changes to project grant agreements.
- Evaluate, negotiate and make recommendations related to funding and financing strategies and plans developed by project sponsors or implementing agencies.
- Perform constructability review of the construction contract documents (construction plans, special provisions, bid proposal and relevant information) for various projects and submit a constructability report on discrepancies, inconsistencies, omissions, ambiguities, proposed changes and recommendations.
- Monitor project budget, purchases and payments.
- Monitor design consultant and stakeholder review activities.
- Review Master Project (baseline) and monthly Project Construction schedules and associated updates, and evaluate actual progress, weather delays and change order impacts. Compare work progress with planned schedule and notify the Transportation Authority and Project Sponsors of project slippage. Review contractor's plan to mitigate schedule delays.
- Development and review of cooperative agreements with various agencies
- Development and review of memorandums of understanding and coordination agreements

Desired areas of expertise include:

- 1.1 Project Management Oversight
- 1.2 Project Management Support Services
- 1.3 Interagency Processes & Coordination
 - 1.3.1 Caltrans
 - 1.3.2 Federal Highway Administration (FHWA)
 - 1.3.3 Federal Transit Administration (FTA)
 - 1.3.4 Federal Railroad Administration
 - 1.3.5 City and County of San Francisco
 - 1.3.6 Other (please specify)

TASK 2 – Project Delivery and Project Controls Support Service

Project Delivery and Project Controls support services required will include:

- Monitor project budget, purchases and payments; and report expenditures against project funding and percent completion.
- Prepare and maintain a detailed Critical Path Method (CPM) schedule including pre-construction, construction, and project start-up activities into revenue operation.

- Complete review, comment and approval of the project’s baseline schedule of work and propose how the project may be implemented more effectively.
- Maintain project documentation per Federal and State requirements. Enforce Labor Compliance requirements when required.
- Prepare, recommend and negotiate project funding and financing strategies and plans.
- Establish and process project control documents including:
 - Progress reports and minutes of project team meetings
 - Monthly invoice reviews
 - Certifications
 - Project Submittals
 - Contract modifications and negotiations
 - Review of certified payrolls
- Review of design documents for feasibility, constructability, and construction sequencing
- Review of design documents for value engineering
- Preparation of project funding and finance strategies and plans
- Identification of opportunities for innovative project delivery methods
- Establish and implement a QA/QC procedure for the engineering efforts undertaken for specific projects by in-house staff and by sub-consultants. The QA/QC procedure set forth for the projects shall be consistent with the project funding partner’s requirements as well as the Transportation Authority’s requirements. QA/QC procedures are to be consistent with governing federal, state or local agency guidance as applicable including guidance promulgated by Caltrans, FHWA or FTA.

Desired areas of expertise include:

- 2.1 Project Delivery Methods
 - 2.1.1 Design-Bid-Build
 - 2.1.2 Design-Build
 - 2.1.3 Construction Manager-General Contractor or Construction Manager at Risk
 - 2.1.4 Design-Build-Finance-Operate-Maintain
- 2.2 Public Private Partnership Evaluation (e.g. Value for Money analysis)
- 2.3 Funding and Financing Strategy Development
- 2.4 Feasibility, Constructability, and Construction Sequencing
- 2.5 Risk Analysis and Management
- 2.6 Value Engineering
- 2.7 Cost Estimating
- 2.8 Cost and Schedule Controls
- 2.9 Procedures, Quality Assurance, and Project Management Plans

TASK 3 – General Engineering Services

The general engineering (GE) consulting services required will include, but not limited to:

- Prepare preliminary engineering documents for local roadway, highway and transit projects
- Review and comment on preliminary engineering documents for local roadway, highway and transit projects

Desired areas of expertise include:

- 3.1 Traffic Engineering
- 3.2 Transit Operations, Systems, and Vehicles
- 3.3 Geotechnical analysis and evaluations
- 3.4 Disciplines applied to Transportation Facilities & Infrastructure
 - 3.4.1 Civil Engineering
 - 3.4.2 Structural Engineering
 - 3.4.3 Geotechnical Engineering
 - 3.4.4 Tunnel and Underground Engineering
 - 3.4.5 Hydrology and Drainage Engineering
 - 3.4.6 Utility Engineering and Agreements
 - 3.4.7 Mechanical Engineering
 - 3.4.8 Electrical Engineering
 - 3.4.9 Materials Engineering
 - 3.4.10 Architecture
 - 3.4.11 Landscape Architecture
- 3.5 Surveying and mapping
- 3.6 Environmental Permitting, Impact Evaluation, Clearance, and Compliance
- 3.7 Real Estate and Right of Way Acquisition Services
- 3.8 Intelligent Transportation Systems and Technologies
- 3.9 Tolling Systems Integration and Commissioning
- 3.10 Ferry Service planning, engineering, operations

General Administration

The Consultant will also perform the following general project administrative duties:

- a) Prepare a monthly summary of total consultant service charges made to each task. This summary shall present the contract budget for each task, any re-allocated budget amounts, the prior billing amount, the current billing, total billed to date, and a total percent billed to date. Also for each task, prepare an estimate of budget needed to complete the task and compare this amount to the original and modified budget, funding and percent of scope completed to track project effectiveness. Narratives will contain a brief analysis of budget-to-actual expenditure variances, highlighting any items of potential concern for Transportation Authority consideration before an item becomes a funding issue.
- b) Provide a summary table in the format determined by the Transportation Authority indicating the amount of Disadvantaged Business Enterprise (DBE), Small Business Enterprise (SBE), and Local Business Enterprise (LBE) firm participation each month based upon current billing and total billed to date. Include the actual invoiced to-date and paid to-date figures and compare them to the original budget in the contract to track performance against DBE/SBE/LBE goals.
- c) Provide a monthly invoice in the standard format determined by the Transportation Authority that will present charges by task, by staff members at agreed-upon hourly rates, with summary

expense charges and sub-consultant charges. Detailed support documentation for all consultant direct expenses and sub-consultant charges will be attached.

The selected Consultant firms/teams shall demonstrate the availability of qualified personnel to perform general engineering and contract administration. All reports, calculations, measurements, test data and other documentation shall be prepared on forms specified and/or consistent with either Caltrans or FTA standards.

Licensing Requirements

All persons in responsible charge of engineering and oversight of projects for which the California Professional Engineers Act (Building and Professions Code §§ 6700-6799) requires licensing as professional engineers in the State of California shall be so licensed. Each person in responsible charge of engineering is to be licensed in the discipline appropriate for that person's scope of responsibility and anticipated tasks. Persons in responsible charge of non-engineering disciplines that require licensing in the State of California are to be licensed appropriately.

Attachment 2
Shortlisted Respondents
On-Call Project Management Oversight and General Engineering Consultant Services

No.	Prime Consultant	Project Management	Project Delivery & Controls	General Engineering	Area(s) of Expertise	Subconsultants
1	AECOM			X	Highway/Transit/ Environmental	Associated Right of Way Services, Inc. (SBE) Haygood & Associates (DBE) WRECO (DBE, SBE) YEI Engineers, Inc. (DBE, SBE) Y&C Transportation Consultants, Inc. (DBE, SBE)
2	Associated Right of Way Services, Inc. (SBE)			X	Right-of-way	N/A
3	Biggs Cardosa Associates, Inc. (LBE)		X	X	Structural	N/A
4	Brierley Associates Corporation		X	X	Geotech/Tunneling	Alta Engineering Group, Inc. (DBE, SBE, LBE) Dr. Mole, Inc.
5	Cardno, Inc.			X	Environmental	Associated Right of Way Services, Inc. (SBE) Fanning & Company, LLC Parisi Transportation Consulting (DBE, SBE) Value Management Strategies, Inc.
6	Ernst & Young Infrastructure Advisors, LLC		X		Financial	N/A
7	Fehr & Peers (LBE)			X	Traffic	N/A
8	HDR Engineering, Inc. (LBE)		X	X	Highway/ Public Private Partnership	Biggs Cardosa Associates (LBE) CirclePoint (SBE) Daniller Consulting (DBE, LBE) Far Western Fehr & Peers (LBE) FMG Architects (DBE, LBE) Geotechnical Consultants, Inc. (DBE, LBE) Illingworth & Rodkin, Inc. (SBE) JRP Historical Consulting, LLC (SBE) Merrill Morris Partners (DBE, SBE, LBE) MSA Design & Consulting (SBE, LBE) Parikh Consultants (DBE, SBE) Parisi Transportation Consulting (DBE, SBE) Transamerican Engineers & Associates (DBE, LBE) WRECO (DBE, SBE)

Abbreviations:

DBE: Disadvantaged Business Enterprise
SBE: Small Business Enterprise
LBE: Local Business Enterprise

No.	Prime Consultant	Project Management	Project Delivery & Controls	General Engineering	Area(s) of Expertise	Subconsultants
9	HNTB Corporation (LBE)	X	X	X	Highway/Tolling	N/A
10	Infrastructure Development Strategies (DBE)		X		Public Private Partnership/ Financial	Project Finance Advisory Ltd.
11	Kimley-Horn			X	Traffic	Acumen Building Enterprise, Inc. (DBE, SBE) Stevens & Associates (DBE, SBE, LBE) Davis & Associates Communications, Inc. (DBE, SBE, LBE)
12	Kittelson & Associates, Inc.			X	Traffic	N/A
13	McMillen Jacobs Associates		X	X	Tunneling	N/A
14	Mott MacDonald (LBE)	X	X	X	Highway/Transit	Acosta Engineering Solutions, P.C. (DBE, SBE, LBE) CDM Smith, Inc. CHS Consulting Group (DBE, SBE, LBE) ICF Jones & Stokes, Inc. Kwan Henmi Architecture/Planning (DBE, SBE) Rail Surveyors and Engineers, Inc. (DBE) Sperry Capital, Inc. (SBE) Zoon Engineering, Inc. (SBE)
15	Overland, Pacific & Cutler, Inc.			X	Right-of-way	N/A
16	Parisi Transportation Consulting (DBE, SBE)	X		X	Traffic	N/A
17	Parsons (LBE)	X	X	X	Highway/Environmental	AGS, Inc. (DBE, SBE, LBE) Associated Right of Way Services, Inc. (SBE) Bicycle Solutions CDM Smith Inc. Chaudhary & Associates, Inc. (DBE, SBE) CHS Consulting Group (DBE, SBE, LBE) Johnson Marigot Consulting, LLC (SBE) JRP Historical Consulting, LLC (SBE) Moffatt & Nichol Resource Sciences and Planning, LLC (DBE) Silicon Transportation Consultants (DBE, SBE) Terry A. Hayes Associates Inc. (DBE, SBE) Value Management Strategies, Inc. WRECO (DBE, SBE)

Abbreviations:

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SBE: Small Business Enterprise

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No.	Prime Consultant	Project Management	Project Delivery & Controls	General Engineering	Area(s) of Expertise	Subconsultants
18	Rajappan & Meyer Consulting Engineers, Inc. (SBE)			X	Highway	CHS Consulting Group (DBE, SBE, LBE) Jacobs Engineering Group WRECO (DBE, SBE)
19	S&C Engineers, Inc. (SBE)	X	X		Constructability	N/A
20	SENER Engineering & Systems Inc.		X		Public Private Partnership	N/A
21	Silicon Transportation Consultants (DBE, SBE)			X	Tolling	N/A
22	Sperry Capital, Inc. (SBE)		X		Public Private Partnership/ Financial	N/A
23	Stantec Consulting Services Inc.	X	X	X	Project Management/Ferry/ Intelligent Transportation Systems	Advance Project Delivery Inc. BayPac Consult Inc. (DBE) Klingensmith Enterprises, Inc. Novani, LLC (DBE) Prop SF LLC S Kwok Engineers, Inc. (DBE, SBE) Silicon Transportation Consultants (DBE, SBE) Tideline Marine Group, Inc. Vali Cooper & Associates, Inc.
24	Traffic Technologies Inc. (LBE)	X	X	X	Tolling	N/A
25	T.Y. Lin International		X	X	Structural	AGS, Inc. (DBE, SBE, LBE) Applied Materials & Engineering, Inc. (DBE) Earth Mechanics, Inc. (DBE, SBE) Haygood & Associates (DBE) LDA Architects Inc. (SBE, LBE) McMillen Jacobs Associates Stevens & Associates (DBE, SBE, LBE) WRECO (DBE, SBE)

Abbreviations:

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SBE: Small Business Enterprise

LBE: Local Business Enterprise

No.	Prime Consultant	Project Management	Project Delivery & Controls	General Engineering	Area(s) of Expertise	Subconsultants
26	WMH Corporation (SBE)			X	Highway	Apex Strategies Associated Right of Way Services, Inc. (SBE) David J. Powers (DBE) Earth Mechanics, Inc. (DBE, SBE) Fehr & Peers (LBE) Haygood & Associates (DBE) MGE Engineering, Inc. (DBE, SBE) Parisi Transportation Consulting (DBE, SBE) Radman Aerial (SBE) Rail Surveyors and Engineers, Inc. (DBE) Towill, Inc. WRECO (DBE, SBE) WSP/Parsons Brinckerhoff (LBE) Y&C Transportation Consultants, Inc. (DBE, SBE)
27	WSP/Parsons Brinckerhoff (LBE)	X	X	X	Highway/Environmental	Abtahi Engineering Management Consulting (SBE) Barbary Coast Consulting (DBE, SBE, LBE) Baymetrics (DBE) CHS Consulting Group (DBE, SBE, LBE) Cooper Pugeda Management Inc. (DBE, SBE, LBE) Fagan Consulting, LLC (DBE) KPMG M Lee Corporation (DBE, SBE, LBE) Transamerican Engineers & Associates (DBE, LBE) WRECO (DBE, SBE) YEI Engineers, Inc. (DBE, SBE) Zoon Engineering, Inc. (SBE)
28	Zurinaga Associates (DBE)	X	X		Project Management	Cole Management & Engineering, Inc. (DBE, SBE) KL Bartlett Consulting (DBE) PDM Group Inc. (DBE) Pendergast Consulting Group (DBE, SBE)
Total Respondents by Category		9	17	22		

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LBE: Local Business Enterprise