

Amendment No. 2 to Contract #20-J-P-006 On-Call Transportation Planning and Consultant Support Services

JPB
March 7, 2024



Recommended Action

- Increase base contract capacity by \$7,500,000, from \$35,000,000 to \$42,500,000 (for a total of \$52,500,000 including option years)
- Extend the contract duration from June 30, 2025 through December 31, 2025
- Amend the date of two one-year options to authorize early exercise (July 1, 2024, rather than July 1, 2025, and July 1, 2026), allowing access to \$10,000,000 in capacity

Background

- In May 2020, the Board awarded a five-year base term contract for the provision of **On-Call Transportation Planning and Consultant Support Services**.
- The base term included \$25,000,000 to be shared as a pool for authorized tasks among six consultant firms.
- The contract included two option terms with an additional \$5,000,000 in capacity, each for an additional one year beyond the five-year base.
- In May 2023, the Board authorized amendment #1 to increase capacity by \$10,000,000

How the Planning On-Call Works

- Contract establishes authority; requires funding to be established for each work directive.
- Dollar amount cap applies to entirety of the bench – all vendors are under a single cap.
- Rates were defined up front via contract negotiations, subject to caps set during procurement. Rates updated annually. All subject to scrutiny and require significant documentation.
- After competitive selection for the on-call with written submittals and interviews, vendors are identified for each work directive based on qualifications and equitable work distribution. Submit a proposal for review against agency independent cost estimate. After scope and budget negotiation, a work directive is issued.
- Caltrain retains right to put work directives out for competition to bench.
- Quarterly report on new and updated work directives to JPB.

Contract Capacity Prior to Requested Amendments

		Amount
Exercised:	5 years	\$35,000,000
Work Directives Issued:	70	\$34,558,546
Remaining Capacity:		\$441,454

Current Work Directive (WD) Totals by Vendor

Vendor	Fehr & Peers	HNTB	Kimley-Horn	Arup	Mott	WSP
Total WDs Issued	\$4,721,643	\$6,959,574	\$11,392,579	\$1,963,365	\$7,950,924	\$1,570,461

Sample Projects by Vendor

- Fehr & Peers – GoPass Analysis and Pass Forward; Electrified Service Planning
- HNTB – Capital Planning Support; DTX Agreement Development; PCEP Communications
- Kimley Horn – Strategic advising for Diridon and Railyards projects; Capital Planning Support
- Arup – Access Policy Update; Diridon Development Project Entitlement; Capital Planning Support; Organizational Analysis; Headquarters Real Estate Analysis
- Mott – Technical Business Case development for Diridon and Railyards projects; Redwood City Station Area Planning; Major Stations Planning Support
- WSP – Capital Improvement Plan; Grants Strategy and Support

Contract Capacity Challenges

The initial contract capacity is insufficient for several reasons:

- Regional planning efforts – largely externally-funded
- Staffing limitations due to difficulties hiring
- Unforeseen planning needs, including for pandemic recovery
- Consultant cost increases

Summary of Contract Amounts/Proposed Changes

Contract Information	Start	End	Years	Capacity	Resolution No.
Base	7/1/2020	6/30/2025	5.0	\$25,000,000	2020-18
Option #1	7/1/2025	6/30/2026	1.0	\$5,000,000	
Option #2	7/1/2026	6/30/2027	1.0	\$5,000,000	
Original Total:				\$35,000,000	
Amendment 1			0.0	\$10,000,000	2023-26
Current Total:				\$45,000,000	
Amendment 2			0.0	\$7,500,000	
Proposed Total:			7.0	\$52,500,000	

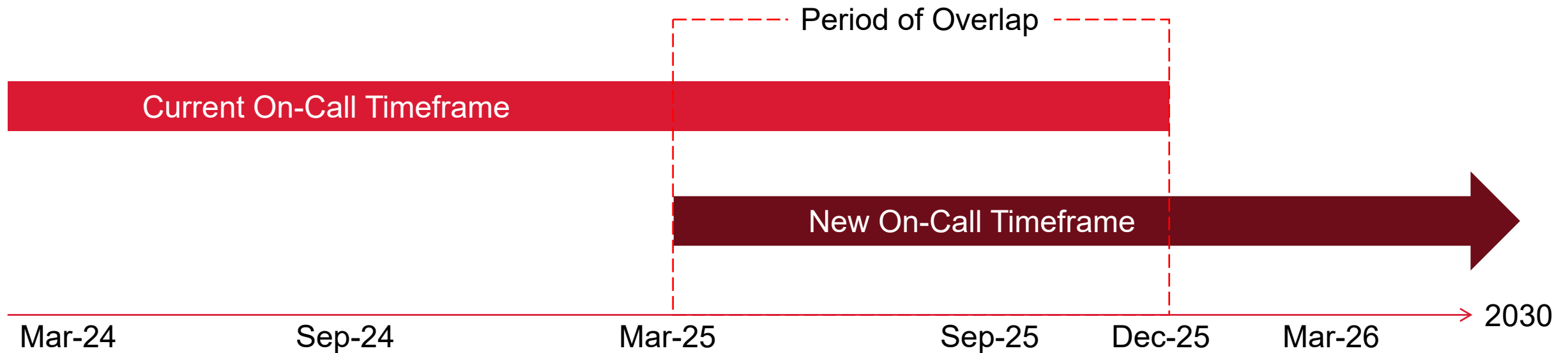


New Transportation Planning On-Call Contract

Staff have begun work to procure a new Transportation Planning On-call Contract.

Staff intend to have new contract in place before the proposed new capacity is utilized – new capacity is anticipated to be exhausted in the first half of 2025.

Proposed Contract Transition Plan



Expected Uses of Existing Planning on-Call through Proposed End of Term

Project	Estimate
Capital Planning	\$ 700,000
Level Boarding	\$ 3,000,000
DTX	\$ 2,000,000
Redwood City	\$ 300,000
Diridon	\$ 6,000,000
Resilience	\$ 600,000
Headquarters Study	\$ 175,000
Bayview Study	\$ 35,000
PCEP Outreach	\$ 350,000
Contingency	\$ 3,640,000
ICAP	\$ 700,000
	\$ 17,500,000

Budget Impact

- Proposed change is an increase in contract capacity.
- No corresponding change to the adopted capital or operating budget.
- Capacity allows staff to continue to use transportation planning consultants for work funded through existing capital or operating budget and new funds available through grants or partner agreements.

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FOR MORE INFORMATION

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