Agenda Item No. (4)(a)

To: Finance-Auditing Committee/Committee of the Whole
           Meeting of January 21, 2021

From: Fang Lu, Chief Technology Director
           Kellee J. Hopper, Deputy General Manager, Administration and Development
           Denis J. Mulligan, General Manager

Subject: **AUTHORIZE BUDGET ADJUSTMENT(S) AND/OR TRANSFER(S)**
           **(a)   BUDGET INCREASE IN THE FY 20/21 DISTRICT DIVISION
           CAPITAL AND OPERATING BUDGETS RELATIVE TO CAPITAL
           PROJECT 1712, *TRANSIT SCHEDULING SYSTEM***

Recommendation

The Finance-Auditing Committee recommends that the Board of Directors authorize a budget increase in the FY 20/21 District Division Capital and Operating Budgets in the amount of $520,000, relative to Capital Project No. 1712, *Transit Scheduling System*, for a total project cost of $3,564,966.

This matter will be presented to the Board of Directors at its January 22, 2021 meeting for appropriate action.

Summary

At its meeting on May 26, 2017, the Board of Directors (Board) awarded Agreement No. 2017-D-40 to GIRO, Inc., in the amount of $1,385,000 for the implementation and ongoing use, support and maintenance of the HASTUS planning and scheduling system. Under the Agreement, GIRO is to upgrade the current HASTUS system from version 2009 to version 2018, add three new HASTUS modules and conduct a Business Process Review on the Daily Operations business processes.

The following are some of the key benefits for upgrading from HASTUS 2009 to 2018:

- Numerous software improvements and enhancements in all the HASTUS Planning, Scheduling and Operations modules used by the Golden Gate Bridge, Highway and Transportation District (District)

- The design and implementation of a high availability, redundant, sustainable, reliable physical architecture for HASTUS within the District's datacenters

- Database migration from using Oracle to Microsoft SQL platform

- Improvements in existing and new interfaces between HASTUS and external applications such as Enghouse IVR/CrewLine and INIT CAD/AVL system

- The future design and implementation of a Disaster Recovery site for HASTUS using Microsoft's Azure hosting services

- Implementation of the new SelfService module that will give bus operators access to HASTUS functions over the Internet, including from mobile devices

- Implementation of the new BidWeb module that will allow bus operators to access various functionalities over the Internet, including bidding on work and vacation choices

- Positions the District to do future upgrades every three to four years in order to take advantage of system enhancements and optimization improvements

The Board subsequently authorized one budget increase to this project to cover the costs of additional consultant time to perform application functional testing tasks, as well as for District staff overtime to perform User Acceptance Testing (UAT) outside their normal business working hours, bringing the current project budget to $2,666,000.

The project is divided into three phases. Phase 1, originally scheduled for completion by June 2019 consists of an upgrade of the District's existing ten HASTUS modules from version 2009 to 2018, a conversion of the existing HASTUS database from Oracle to Microsoft SQL and the implementation of a high availability physical architecture for HASTUS. There were several project delays during the Phase 1 implementation primarily due to additional time required for staff to complete User Acceptance Testing (UAT), for GIRO to fix software bugs and deliver new releases, and for additional Hastus user training, both onsite in San Rafael and offsite in Montreal. Phase 1 went live on April 19, 2020. Because of the Phase 1 delays, the remaining two phases of the project have started and will finish later than originally planned. Phase 2 consists of configuration and customization of three new HASTUS modules, implementation of three new interfaces to HASTUS and implementation of a Disaster Recovery (DR) site for HASTUS and is scheduled to be completed by October 2021. Phase 3 consists of a Business Process Review (BPR) of the Scheduling and Operations business processes and is scheduled for completion by December 2021. The necessary budget adjustment will cover three main areas:

1. $300,000 Capital expense for District staff labor (12 months for District PM and Bus Scheduling manager) is required to finish remaining tasks in Phase 2 and 3 of the project;

2. $100,000 Capital expense for additional scope items added to the project, which includes several new Hastus interfaces, modifications to existing Hastus interfaces and to build out a new Disaster Recovery site hosted in the cloud by Microsoft Azure for Hastus; and,

3. $120,000 in Operating for Years 2 and 3 Hastus DR hosting costs in Azure.

Fiscal Impact – Transit Scheduling System Project

For background: Project # 1712, *Transit Scheduling System*, was originally approved in the FY 18/19 District Division Capital Budget for $2,135,000. At the board meeting on July 27, 2018, staff recommended and received a capital budget increase of $531,000, to be funded with 100% District funds, for a total project budget of $2,666,000. Staff is proposing a new budget adjustment that would result in a $400,000 increase to the total project budget. The revised total capital project budget of $3,066,000 will be 100% District funded.

Staff recommends an operating budget increase of $120,000, to be funded with 100% District funds, for a total operating budget of $498,966 and a total project cost of $3,564,966. There are sufficient funds in the FY20/21 operating budget for this increase.

TABLE 1: CAPITAL PROJECT BUDGET – 1712, TRANSIT SCHEDULING SYSTEM

DESCRIPTION	CURRENT TOTAL PROJECT BUDGET	PROPOSED ADJUSTMENT	PROPOSED TOTAL PROJECT BUDGET
Capital Expenditures			
Prime Contract (GIRO, Inc.)	$1,531,258		$1,531,258
Contract Contingency	$168,412		$168,412
Consultant Services	$198,030		$198,030
Computer Hardware/Licenses	$25,356		$25,356
Project Implementation (District Staff)	$400,010	$300,000	$700,010
Project Contingency	$5,374		$5,374
General Project Expenditures	$85,000	$100,000	$185,000
Non-Rep Staff Fringe	$252,560		$252,560
Subtotal - Capital	**$2,666,000**	**$400,000**	**$3,066,000**
Operating Expenditures			
GIRO, Inc. Maintenance & Support	$378,966		$378,966
Microsoft Azure Cloud Hosting for DR site		$120,000	$120,000
Subtotal - Operating	**$378,966**	**$120,000**	**$498,966**
TOTAL PROJECT BUDGET (Capital & Operating Expenditures)			**$3,564,966**

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