



Agenda Item No. (4)

To: Transportation Committee/Committee of the Whole
Meeting of July 25, 2024

From: Ron Downing, Director of Planning
Kellee J. Hopper, Deputy General Manager, Administration and Development
Joseph M. Wire, Auditor-Controller
Denis J. Mulligan, General Manager

Subject: **AUTHORIZE EXECUTION OF THE SECOND AMENDMENT RELATIVE TO CONTRACT NO. 2022-D-088, REGIONAL BUS, FERRY, AND BRIDGE USER AND NON-USER SURVEY, WITH COREY, CANAPARY & GALANIS**

Recommendation

The Transportation Committee recommends that the Board of Directors authorize execution of the Second Amendment relative to Contract No. 2022-D-088, *Regional Bus, Ferry, and Bridge User and Non-User Survey*, with Corey, Canapary & Galanis, in an amount not-to-exceed \$65,715, for requested additional services for the project and to extend the contract performance period through October 31, 2024.

This matter will be presented to the Board of Directors at its July 26, 2024, meeting for appropriate action.

Summary

On January 27, 2023, the Board, by Resolution No. 2023-004, authorized the award of Contract No. 2022-D-088, *Regional Bus, Ferry, and Bridge User and Non-User Survey*, to Corey, Canapary & Galanis. Contract No. 2022-D-088 called for a multi-pronged survey aimed at gathering information from bridge, bus, and ferry users and non-users to help guide service planning in the post-pandemic era, as well as gather data to support Title VI analyses as required by the Federal Transit Administration (FTA).

Over the course of the project, the project team, which is comprised of Golden Gate Bridge, Highway and Transportation District (District) staff and the Corey, Canapary & Galanis consultant team, has been collaborating to conduct four separate surveys aimed at different segments of users and non-users of bridge, bus, and ferry services in the District's service area.

On January 19, 2024, the parties entered into the First Amendment, which extended the contract term through April 30, 2024, because services were not yet complete due to a delayed project schedule.

District staff have identified additional work to add to the project scope, which includes:

- gathering information on travel needs from residents of the Canal district of San Rafael; and,
- increasing the sample size of the non-user survey to analyze the resulting data more precisely for each of the counties served by bus, ferry, and bridge.

The combined price of these efforts was agreed to be \$65,715. Based on staff’s analysis of the consultant’s amended scope of services for the *Regional Bus, Ferry, and Bridge User and Non-User Survey* project, staff believes the price for the Second Amendment for Contract No. 2022-D-088 is fair and reasonable.

The District’s Disadvantaged Business Enterprise (DBE) Program Office has determined Corey, Canapary & Galanis is certified as a Small Business Enterprise (SBE). The District anticipates 100% SBE participation for the additional scope of services outlined in the Second Amendment.

Staff proposes that the Transportation Committee recommend that the Board authorize the execution of the Second Amendment to Contract No. 2022-D-088 with Corey, Canapary & Galanis in an amount not-to-exceed \$65,715 to perform additional services and to extend the term, as outlined in this report. The consultant will be compensated for actual time expended and expenses incurred.

Fiscal Impact

The total fiscal impact for this amendment is \$65,715. The original contract is for \$362,338 and the total contract, including the proposed amendment, is \$428,053. The cost for the Second Amendment will be absorbed in the FY 24/25 Administration and Development Division Operating Budget.

TABLE 1: Contract No. 2022-D-088 History

2022-D-088, Regional Bus, Ferry, and Bridge User and Non-User Survey			
Type	Date Approved	Description	Amount
Contract Award	January 27, 2023	Initial Award	\$362,338
First Amendment	January 19, 2024	Date Extension	\$ 0
Second Amendment	July 26, 2024	Extension, Canal Survey, and Non-user Survey Sample Increase	\$ 65,715
Total			\$428,053