



Agenda Item No. (7)

To: Finance-Auditing Committee/Committee of the Whole
Meeting of January 26, 2023

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

Subject: **APPROVE ACTIONS RELATIVE TO PROJECT NO. 1960, FAREBOX SYSTEM UPGRADE**

Recommendation

The Finance-Auditing Committee recommends that the Board of Directors take the following actions relative to Contract No. 2021-D-70, *Genfare GFI Software System Upgrade*, as follows:

1. Authorize a budget increase in the FY 22/23 District Division Capital Budget in the amount of \$136,234, relative to Capital Project No. 1960, *Farebox System Upgrade*, for a total project cost of \$729,612; and,
2. Authorize the General Manager, or his designee, to amend Contract 2021-D-70 to increase the contract amount by \$113,528 for a new total of \$574,775 to purchase additional hardware, software and services, and increase the contract contingency amount by \$22,706 for a new total of \$76,602.

This matter will be presented to the Board of Directors at its January 27, 2023, meeting for appropriate action.

Summary

At its meeting on January 27, 2022, the Board of Directors (Board) awarded Contract No. 2021-D-70 to Genfare (GFI) in the amount of \$515,143 for the implementation and ongoing use, support and maintenance of the GFI system for a three-year base term, and two optional one-year terms, exercisable at the discretion of the General Manager. The amount also included a contract contingency of \$53,896 equal to 20% of the contract award amount. Under the Contract, Genfare will upgrade the current GFI system from version 2 to version 4 and most GFI equipment, except for the Odyssey fareboxes used in all three Golden Gate Bridge, Highway and Transportation District (District) garages (San Rafael, Novato and Santa Rosa).

The project formally kicked off on June 22, 2022. During the technical architecture design phase, it was determined that the Genfare equipment originally ordered to build out the Test/User

Acceptance Testing (UAT) environment did not meet the farebox maintenance team and the Planning Department's requirements. As a result, in order to build out a fully functioning end-to-end Test/UAT environment that mirrors the Production GFI environment, the project team determined that the District would benefit by procuring additional hardware, software and equipment from Genfare. Having a fully functioning test environment is not only best practice but it also facilitates operations to fully test configuration changes or system issues without affecting production online systems. In addition, the Printing Encoding Machine (PEM), used by the Marketing staff for encoding change cards and local passes, recently stopped working. Fortunately, Genfare was able to repair the equipment, but due to its age (10 years) and likelihood of breaking down again, the project team recommends replacing the PEM with Genfare's newest device, the Administrative Point-of-Sale terminal (APOS).

Fiscal Impact

In approving this item, the Board will authorize a budget increase in the amount of \$136,234 for Capital Project No. 1960, *Farebox System Upgrade* (see Table 1). Project No. 1960 was included in the FY 22/23 District Capital Budget in the amount of \$593,378. The revised total project budget of \$729,612 will be 100% District funded.

By approving this item, the Board will also authorize a contract increase of \$113,528 to Contract 2021-D-70 for a new total contract of \$574,775.

The following tables provide a breakdown of the proposed capital project and contract budgets.

TABLE 1: PROPOSED CAPITAL PROJECT BUDGET – NO. 1960, FAREBOX SYSTEM UPGRADE

DESCRIPTION	INITIAL PROJECT BUDGET	1/27/22 ADJUST-MENT	CURRENT PROJECT BUDGET	PROPOSED ADJUST-MENT	TOTAL PROPOSED PROJECT BUDGET
Prime Contract (Genfare)	-	\$269,482	\$269,482	\$113,528	\$383,010
Contract Contingency (20%)	-	\$53,896	\$53,896	\$22,706	\$76,602
Consultant Services	\$50,000	-	\$50,000	-	\$50,000
Project Implementation (Staff Labor)	\$50,000	\$90,000	\$140,000	-	\$140,000
General Project Expenditures	\$105,000	(\$105,000)	-	-	-
Non-Rep Staff Fringe	\$40,000	\$40,000	\$80,000	-	\$80,000
Total Capital Budget	\$245,000	\$348,378	\$593,378	\$136,234	\$729,612

TABLE 2: CONTRACT BUDGET -- GFI SYSTEM UPGRADE

DESCRIPTION	INITIAL CONTRACT	PROPOSED ADJUSTMENT	TOTAL PROPOSED CONTRACT
Genfare Software and Hardware: Includes Year 1 Maintenance and Support	\$269,482	\$113,528	\$383,010
Year 2 to 5 Maintenance and Support (Genfare)	\$191,765	-	\$191,765
Total NTE Contract Value	\$461,247	\$113,828	\$574,775
Contract Contingency	\$53,896	\$22,706	\$76,602
Total Contract Budget	\$515,143	\$136,234	\$651,377

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