

**MOTION NO. M2011-55**  
**FTA Before and After Study Origin/Destination Analysis**

<b>MEETING:</b>	<b>DATE:</b>	<b>TYPE OF ACTION:</b>	<b>STAFF CONTACT:</b>
Operations and Administration Committee	07/21/11	Final Action	Ric Ilgenfritz, PEPD Executive Director <b>Mike Williams, Director of Light Rail Project Development,</b> <b>Brant Lyerla,</b> <b>Transportation Planner</b>

**PROPOSED ACTION**

Authorizes the chief executive officer to execute a ten-month contract with EMC Research, Inc., to conduct the Link Initial Segment Before and After Study as required by the Federal Transit Administration and the Sound Transit Origin/Destination Study in the amount of \$584,026, with a 10% contingency of \$58,403, for a total authorized contract amount not to exceed \$642,429.

**KEY FEATURES**

This contract will provide data collection and analysis for two projects:

- The Link Initial Segment Before & After Study (B&A), a requirement by the FTA, and
- The Sound Transit Origin/Destination Study.

The scope includes:

- Sampling and data analysis plan development,
- Questionnaire development,
- Data collection,
- Data preparation, processing and analysis,
- Reporting.

**PROJECT DESCRIPTION**

The project includes a comprehensive set of services for the planning, development, execution, analysis, and reporting of the data collection of transit passenger trip characteristics for the Initial Segment B&A Study and the Sound Transit Origin/Destination Study. The FTA requires data be collected in fall 2011 (two years after Link began service) in accordance with the B&A Study Plan that was submitted to FTA and approved in 2003.

**FISCAL INFORMATION**

This contract will be funded from three different budgets. The work related to the Initial Segment B&A Study will be funded from the Central Link Operations budget and the Initial Segment budget. The Sound Transit Origin/Destination Study will be funded from the Fare Administration budget.

Amounts are expressed in Year of Expenditure \$000s.

Central Link Operations- Miscellaneous Services Budget	2011 Annual Budget (1)	Committed to Date (Including Authorized Contingency) (2)	This Action	Committed Plus Action	Uncommitted (Shortfall)
Before & After Study	340	0	142	142	199
Other Initial Segment	424	83		83	341
<b>Total Project</b>	<b>765</b>	<b>83</b>	<b>142</b>	<b>225</b>	<b>540</b>

Initial Segment - Capital Budget	2011 TIP (3)	Committed to Date (Including Authorized Contingency) (2)	This Action	Committed Plus Action	Uncommitted (Shortfall)
Before & After Study	580	427	153	580	0
Other Initial Segment	2,069,420	2,062,021		2,062,021	7,399
<b>Total Project</b>	<b>2,070,000</b>	<b>2,062,448</b>	<b>153</b>	<b>2,062,601</b>	<b>7,399</b>

Fare Administration - Operating Budget	2011 TIP (4)	Committed to Date (Including Authorized Contingency) (2)	This Action	Committed Plus Action	Uncommitted (Shortfall)
Origin/Destination Study	252	0	221	222	30
Other Fare Admin-Operations	4,032	756		756	3,276
<b>Total Project</b>	<b>4,284</b>	<b>757</b>	<b>221</b>	<b>978</b>	<b>3,306</b>

EMC Research, Inc. Contract Budget	Board Approvals to Date	2011 Proposed Action	2012 Proposed Action (5)	Proposed Total for Board Approval
Contract Amount - Central Link Operations	0	132	98	230
Contingency - Central Link Operations	0	10	28	38
Contract Amount - Initial Segment	0	153	0	153
Contingency - Initial Segment	0	0	0	0
Contract Amount - Fare Admin-Operations	0	201	0	201
Contingency - Fare Admin-Operations	0	20	0	20
<b>Contract</b>	<b>0</b>	<b>486</b>	<b>98</b>	<b>584</b>
<b>Contingency</b>	<b>0</b>	<b>30</b>	<b>28</b>	<b>58</b>
<b>Total</b>	<b>0</b>	<b>516</b>	<b>126</b>	<b>642</b>
Percent Contingency	0%	6%	29%	10%

**Notes:**

- 1 Budget for Before and After Study survey is embedded in Central Link Operations Miscellaneous Services budget, which can be found on page 43 of 2011 Adopted Budget book.
- 2 Committed to Date includes amounts through May 31, 2011.
- 3 Project Budget is located on page 48 of the 2011 Transit Improvement Plan (TIP) + amendments.
- 4 Project Budget is located on page 162 of the 2011 Transit Improvement Plan (TIP) + amendments.
- 5 Contract expenses for 2012 has been included in 2012 Proposed Budget.

## SMALL BUSINESS PARTICIPATION

EMC Research, Inc. is a small business and will self-perform 39% of the work.

## EQUAL EMPLOYMENT WORKFORCE PROFILE

17 employees; 47% women; 12% minorities

## BACKGROUND

The Initial Segment Before and After Study is a requirement of the Full Funding Grant Agreement with the FTA. The study provides an investigation of ridership patterns that will be based on collecting the origins and destinations of transit riders in the corridor served by the Initial Segment and Airport Link. Data will also include access mode, trip purpose, transfers, fare media, and limited demographic information. The data will be compared against data collected in fall 2008, before the Initial Segment opened for service. The data will also be compared to projections made by Sound Transit during project development. The B&A Study Final Report is scheduled to be completed in mid-2012. The comparisons will be used by the FTA and Sound Transit to evaluate the impacts of the project and evaluate technical methods and procedures used for planning and development.

EMC will also conduct the Origin/Destination Study, which will provide ridership data collected onboard Sounder, ST Express, Central Link and Tacoma Link. The FTA requires collection of the data to update Sound Transit's ridership model used to support New Starts grant applications. In addition, the data will provide Sound Transit planning staff a holistic view of Sound Transit's system, its riders and how they use the existing network. The data will be compared with a study conducted in 2008-2009 and used to analyze the change in rider patterns since Link began operation and the ORCA fare payment system was regionally implemented. The results will be used for updating the agency's ridership model, fare modeling, marketing and business development projects, planning efforts including parking, pricing, and station access, and transit planning.

The two separate studies are included in one contract to capture project and contract efficiencies by combining the two, including:

- Combining two projects that require the same contractor skills and qualifications,
- A streamlined procurement and administration for one consultant contract,
- The opportunity to combine the data collection on board Central Link trains, since both projects will be collecting data from Central Link riders,
- A more competitive and higher quality procurement due to the overall size of the combined contract.

EMC Research, Inc. was selected through a competitive RFP procurement process. Six proposals were received and evaluated, and two firms were selected for additional interviews. EMC Research, Inc. was chosen as the firm that will provide the best value and Sound Transit has issued a Notice of Intent to Award.

#### Analysis of Contracting Out vs. Performing In-House

These services require specialized skills and significant staffing requirements that cannot be provided using existing Sound Transit staff. Due to the project's short time frame, it is not feasible for Sound Transit to hire additional staff to complete this work.

### **ENVIRONMENTAL COMPLIANCE**

SSK 6-29-2011

### **PRIOR BOARD/COMMITTEE ACTIONS**

Resolution No. R2003-20 – relating to the \$500 million Full Funding Grant Agreement

### **TIME CONSTRAINTS**

A one month delay in executing this contract would affect Sound Transit's ability to collect data in fall 2011 and fulfill its commitment to FTA, as required under the Initial Segment Full Funding Grand Agreement.

### **PUBLIC INVOLVEMENT**

Not applicable to this action.

### **LEGAL REVIEW**

JW 07/15/11

## **MOTION NO. M2011-55**

A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a ten-month contract with EMC Research, Inc., to conduct the Link Initial Segment Before and After Study as required by the Federal Transit Administration and the Sound Transit Origin/Destination Study in the amount of \$584,026, with a 10% contingency of \$58,403, for a total authorized contract amount not to exceed \$642,429.

### **BACKGROUND:**

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**MOTION:**

It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a ten-month contract with EMC Research, Inc., to conduct the Link Initial Segment Before and After Study as required by the Federal Transit Administration and the Sound Transit Origin/Destination Study in the amount of \$584,026, with a 10% contingency of \$58,403, for a total authorized contract amount not to exceed \$642,429.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on July 21, 2011.



Dave Enslow  
Operations and Administration Committee Chair

ATTEST:



Marcia Walker  
Board Administrator