



Date: October 9, 2007

Committee Meeting Date: October 18, 2007

Board Meeting Date: November 1, 2007

BOARD MEMORANDUM

ACTION X DISCUSSION INFO

TO: Administration and Finance Committee
 Santa Clara Valley Transportation Authority
 Board of Directors

THROUGH: Michael T. Burns
 General Manager

FROM: Carolyn M. Gonot
 Chief SVRT Program Officer

SUBJECT: Silicon Valley Rapid Transit Project
 Financial Plan and Support Services for FTA New Starts Funding

Policy-Related Action: No

Government Code Section 84308 Applies: Yes

RECOMMENDATION:

Authorize the General Manager to execute a contract with AECOM Consult, Inc. (AECOM) in the not-to-exceed amount of \$610,000 for financial planning services related to FTA New Starts program funding for the Silicon Valley Rapid Transit (SVRT) Project.

BACKGROUND:

As part of its annual New Starts Report to the Federal Transportation Administration, VTA is to prepare a financial plan for the SVRT Project. In August 2006, based on guidance received from FTA regarding SVRT Project financial plans, VTA issued a Request for Qualifications seeking firms with a proven track record of preparing FTA New Starts submittals for the purposes of assisting VTA with the preparation of revised financial plans and other required documentation for the Project. Two firms were qualified in this process:

- AECOM Consult, Inc.
- Connetics Transportation Group, Inc.

In January 2007, VTA entered into a firm fixed-price agreement with AECOM in the amount of \$260,000 for the preparation of a financial analysis model for the Project and related

documentation. This agreement was amended to include the acquisition of relevant financial data and the identification of federal funding milestones, increasing the total agreement value to \$277,450. The original and amended scope of services is expected to be substantially complete by the end of calendar year 2007.

DISCUSSION:

To secure federal funding for the SVRT Project, VTA will have to prepare a number of financial plans and related documents for submission to FTA. These documents will be based on the most current cost, planning and financial information available at the time of submission. AECOM completed the initial phase of the financial planning work needed for the Federal New Starts process by developing a financial model that includes VTA capital and operating needs for all transit activities.

Because the costing information to be used in the financial models will vary based on the details of the Project implementation schedule, FTA guidance on the New Starts Project definition, and the overall Measure A Expenditure Plan and its associated financing strategies, VTA will need continuing additional assistance for the preparation of FTA New Starts submittal documentation. Because the financial model developed by AECOM is a comprehensive financial planning tool that includes VTA capital and operating needs for all transit activities, it will also be used to support additional planning activities for the 2000 Measure A expenditure plan.

VTA staff recommends the proposed Agreement with AECOM to provide additional assistance for FTA New Starts documentation and to support related ongoing financial analysis of the 2000 Measure A expenditure plan. The AECOM team has successfully completed the initial phase of the financial planning work. AECOM has coordinated well with other activities on the SVRT project to develop a good basis for continuing financial plan work.

Based on a scope of work for financial plan activities, the work is estimated to be about 2,390 person-hours billed on a time and materials basis. Services performed under this recommended contract will be provided on a task-order basis through December 31, 2009, with a total contract amount not to exceed \$610,000.

ALTERNATIVES:

VTA could prepare the financial plans and related documentation solely with VTA staff. However, due to the magnitude and complexity of the SVRT Project, FTA has advised VTA to obtain assistance from qualified professionals with a proven track record of preparing FTA New Starts submittals for this effort.

FISCAL IMPACT:

Costs for this proposed contract amendment are accounted for in the existing FY '08, and FY '09 capital project budgets for 2000 Measure A projects approved by the VTA Board of Directors.

SMALL BUSINESS ENTERPRISE (SBE) PARTICIPATION

Although no specified goal has been established, the contractor has agreed to cooperate with VTA in meeting VTA's overall goal of 15% annual utilization of Disadvantage Business Enterprises (DBE) and/or Small Business Enterprises (SBE).

Prepared by: Dennis Ratcliffe, SVRT Deputy Project Manager

Attachment: Contractor Information

ATTACHMENT
Contractor Information

Contractor: _____

AECOM Consult, Inc.
3101 Wilson Boulevard, Suite 400
Arlington, VA 22201
William A. Woodford, President

DBE Subcontractors: _____

Robert Kuo Consulting, LLC
760 Market Street, Suite 753
San Francisco, CA 94102

Robert Kuo, Principal

Sharon Green & Associates
1100 South Coast Highway, Suite 318
Laguna Beach, CA 92651

Sharon Green, Principal

Other Sub-Contractors _____

Patrick W. Reilly
601 King Street
Alexandria, VA 22314

Patrick W. Reilly, Principal