



Item #09-12-4
Action

Transportation Committee

November 25, 2009

Commuter Club Contract Amendment

Issue: Should the Transportation Committee recommend a contract amendment for the Commuter Club website vendor?

Recommendation: That the Transportation Committee recommend that the Board authorize the Executive Director to amend the Commuter Club vendor contract budget by an additional \$69,000.

Discussion: Last year, SACOG released a request for proposals (RFP) to rebuild, host, and maintain the Commuter Club website (www.sacregioncommuterclub.org) run as part of SACOG's Transportation Demand Management (TDM) program. In addition, the RFP included integrating geo-coded, point-to-point ridematching services into the website. A five-year contract for \$225,000 was awarded to Ecology and Environment, Inc., in November 2008. In the RFP and proposal process, SACOG staff did its best to describe the workings and technical specifications of the current website, as well as the desired improvements. However, because the site contains users' personal data, direct access into the website was not available to bidders prior to awarding a contract.

Once Ecology and Environment entered into the contract work and was provided full access to the current website code, their programmers were able to assess the programming language and coding as significantly inefficient and outdated. As such, extra work is required to fulfill the contract scope at an additional cost of \$57,000. Staff has reviewed their assessment of the extra work needed and agrees that it was unforeseeable and is needed to complete the project. This is a one-time investment in a tool that will increase the effectiveness of outreach and ridematching efforts and is covered in carry over funds dedicated to the TDM program.

In the process of developing the new website, staff and transportation management agency (TMA) partners have formed a list of improvements including additional reporting functionality and administrator control so that staff can update graphics regularly in order to promote TDM campaigns without needing to pay vendor for each change. These improvements are beyond the contract scope, but are more efficiently incorporated in the programming work if done in the same scope of work. The cost for the additional functionality is \$12,000.

The TDM program budget is sufficient to cover the additional costs. There is no change to the contract term.

Approved by:

Mike McKeever
Executive Director

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