

Metropolitan Transportation Commission Administration Committee

January 13, 2021

Agenda Item 2e - 21-0035

Contract –Regional Active Transportation Plan: Toole Design Group (\$250,000)

Subject: A request for approval for a contract with Toole Design Group (TDG) in an amount not to exceed \$250,000 for the Regional Active Transportation Plan (AT Plan).

Background: In October 2020, staff presented an information item to the Joint MTC Planning/ABAG Administrative Committee that discussed upcoming steps for the AT Plan, including planned work scope, timeline and stakeholder engagement. The AT Plan will serve as a blueprint to strategically guide investments in active transportation infrastructure and regional policy development and implementation, support the Plan Bay Area 2050 strategy to build a Complete Streets Network, and help to meet Plan Bay Area 2050 mode shift, safety, equity, health, resilience and climate goals.

Key elements of the AT Plan include:

- Development of a regional active transportation network, a Plan Bay Area Blueprint strategy, that builds off adopted state, regional, county, and local bicycle / pedestrian / trail plans;
- Policy and program analysis, updated with an equity and Vision Zero focus, including the review and update of MTC’s Complete Streets Policy, Resolution 3765;
- Funding analysis to identify the constraints and potential future funding scenarios to build-out a regional active transportation network and implement the Plan; and
- Creation of a prioritized 5-Year Implementation Plan, in coordination with Plan Bay Area’s Implementation Plan, that will include actions to support active transportation in response to Covid-19 pandemic-related transportation needs.

Contract Overview: On September 3, 2020 MTC issued a Request for Proposal (RFP) for consultant services for the AT Plan. The RFP was posted on MTC’s website and an email advertising the opportunity was sent to 3,023 firms. On September 10, 2020 MTC hosted a virtual Proposers’ Conference that was attended by nine firms.

MTC received two qualified proposals from Alta Planning and Design and TDG Both proposals were supported by a team of subconsultants. The proposals were evaluated by a panel of MTC staff and a representative from the Santa Clara Valley Transportation Authority.


After a thorough review of the proposals and Best and Final Offers (BAFOs), the evaluation panel recommends the selection of TDG. The BAFO submitted by TDG received 90.65 points out of a maximum of 100 points.

The evaluation panel is confident that the team led by TDG will meet MTC's expectations for this important plan. The panel identified a number of strengths in the TDG proposal that led to its recommendation, including TDG's clear understanding of the project and desired outcomes. TDG has extensive experience on similar regional plans and active transportation plans within the Bay Area, as well as throughout the United States. In addition, the team has experience weaving equity and short-term implementation solutions throughout their plans.

Issues: None.

Recommendation: Staff recommends that the Committee authorize the Executive Director or designee to negotiate and enter into a contract with TDG in an amount not to exceed \$250,000 for consultant services for the AT Plan.

Attachments: Attachment: Request for Committee Approval – Summary of Proposed Contract



Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract

Work Item No.: 1125

Consultant: Toole Design Group

Work Project Title: Regional Active Transportation Plan

Purpose of Project: The Active Transportation Plan (AT Plan) will serve as a blueprint to strategically guide investments in active transportation infrastructure and regional policy development and implementation.

Project Cost Not to Exceed: \$250,000

Funding Source: FHWA 1109, FTA 5303

Fiscal Impact: \$250,000 is included in the FY 2020-21 MTC Budget

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract in the amount of \$250,000 with Toole Design Group for an Active Transportation Plan as described above and in the Administration Committee Summary Sheet dated January 13, 2021.

Administration Committee: _____
Federal D. Glover, Chair

Approved: Date: January 13, 2021