



Recommendation for Action

File #: 20-2956, **Agenda Item #:** 33.

10/15/2020

Posting Language

Authorize negotiation and execution of a multi-term contract with Nelson/Nygaard Consulting Associates, Inc., or the other qualified offeror to Request for Proposals 2400 CTE3005, for the Smart Trips Austin - Newcomers project and related services, for up to five years for a total contract amount not to exceed \$1,080,000.

(Note: This solicitation was reviewed for subcontracting opportunities in accordance with 49 CFR Part 26, Disadvantage Business Enterprise Procurement Program and subcontractor goals were applied to the solicitation. The subcontracting goals were exceeded, and the resulting contract will include 40% DBE participation).

Lead Department

Purchasing Office.

Client Department(s)

Austin Transportation Department.

Fiscal Note

Funding in the amount of \$216,000 is available in the Fiscal Year 2020-2021 Smart Trips Austin - Newcomers Federal Project grant of the Transportation Department. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

The Purchasing Office issued a Request for Proposals (RFP) 2400 CTE3005 for these services. The solicitation issued on May 18, 2020 and closed on June 23, 2020. Of the three offers received, the recommended contractor submitted the best evaluated responsive offer. A complete solicitation package, including a log of offers received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: [Solicitation Documents](https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=134295)
<https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=134295>.

Prior Council Action:

June 19, 2019 - Council approved an Advance Funding Agreement with the Texas Department of Transportation for Smart Trips Austin; amending the Fiscal Year 2018- 2019 Austin Transportation Department Operating Budget Special Revenue Fund to accept funds from the Texas Department of Transportation in the amount of \$180,000; and amending the Austin Transportation Department Capital Budget to transfer in and appropriate \$180,000 for this project on a 10-0 vote.

October 17, 2019 - Council approved an interlocal agreement with Capital Metropolitan Transportation Authority for its local contribution for the Smart Trips Austin grant amending the Fiscal Year 2019-2020 Austin Transportation Department Operating Budget Special Revenue Fund to accept funds from the Capital Metropolitan Transportation Authority; and amending the Austin Transportation Department Capital Budget to transfer in and appropriate funds on a 9-0 vote.

For More Information:

Inquiries should be directed to the City Manager’s Agenda Office, at 512-974-2991 or AgendaOffice@austintexas.gov <mailto:AgendaOffice@austintexas.gov>

NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation’s Authorized Contact Person: Cyrenthia Ellis, at 512-974-1709 or Cyrenthia.Ellis@austintexas.gov <mailto:Cyrenthia.Ellis@austintexas.gov>.

Additional Backup Information:

Austin Transportation Department’s Smart Trips Austin program engages with residents to try multi-modal transportation options and shift away from single-occupant vehicle travel. The Smart Trips Austin - Newcomers project will improve upon the existing Smart Trips Austin program to engage people who have recently relocated to Austin. Specifically, the program will encourage recently relocated residents to try multi-modal transportation options and shift away from single-occupant vehicle travel. This is a new audience for the Smart Trips program and is key as Austin’s population is expected to continue to increase. It is also expected that the density of the region will continue to increase making travel by modes other than single occupancy vehicle more important than ever before. The engagement with recently relocated residents would borrow from the successful education and encouragement components from Smart Trips Austin, such as hosting events, distributing surveys and collateral materials to reach the target audience. The project will also incorporate the strategies used in similar new mover programs in other cities like Portland, Oregon’s Smart Trips Welcome program.

This is a new contract for the implementation of a Smart Trips Newcomers Pilot Project. This pilot project is supported by Council Resolution No. 20190620-072 which authorized an Advance Funding Agreement with the Texas Department of Transportation for Smart Trips Austin to assist residents that recently relocated within Austin to find transportation solutions. The City is in partnership through an interlocal agreement with Capital Metropolitan Transportation Authority to deliver the project, supported by Council Resolution No. 20191017-020.

An evaluation team with expertise in this area evaluated the offers and scored Nelson/Nygaard Consulting Associates, Inc. as the best to provide these services based on system concept and solutions, demonstrated applicable experience, price, personnel qualifications, evidence of good organization and management practices, and schedule.

This request allows for the development of a contract with a qualified offeror selected by Council. If the City is unsuccessful in negotiating a satisfactory contract with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that another qualified offeror may be selected, authorizing new contract negotiations.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	1 yr.	\$ 216,000
Optional Extension 1	1 yr.	\$ 216,000
Optional Extension 2	1 yr.	\$ 216,000
Optional Extension 3	1 yr.	\$ 216,000
Optional Extension 4	1 yr.	\$ 216,000
TOTALS	5 yrs.	\$1,080,000

Note: Contract Authorization amounts are based on the City’s estimated annual usage.

Strategic Outcome(s):

Mobility.