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## *Administration and Projects Committee* **STAFF REPORT**

**Meeting Date:** June 01, 2023

<b>Subject</b>	<b>Innovate 680 – Bay Area Mobility-on-Demand/Mobility-as-a-Service (Project 8009.05) – Authorization to Execute Amendment No. 1 to Agreement No. 539 with the Advanced Mobility Group (AMG) to Provide Project Management (PM), Systems Engineering, Planning, Design, Verification, and Validation Services</b>
<b>Summary of Issues</b>	<p>In February 2020, the Authority entered into Agreement No. 539 with AMG to perform PM, systems engineering, planning, design, verification, and validation services for the Innovate 680 – Bay Area Mobility-on-Demand/Mobility-as-a-Service (Project).</p> <p>During the planning and design phase of the Project, several mobility assets and application providers listed in the Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant could not participate in the Project due to the impacts of COVID-19 on their operations and resources. In order to reduce delays to the application development process, AMG issued several agreements to engage vendors with the Project to provide the Application Interface Platform (AIP) and allow integration of the platform. The Amendment will also update the Cost Proposal Exhibit 10-H1 required by the Federal Highway Administration (FHWA) to allow for salary increases as per the approved Cost of Living (COL) formula, and inclusion of mobility vendors.</p>
<b>Recommendations</b>	Staff seeks authorization for the Chair to execute Amendment No. 1 to Agreement No. 539 with AMG in an amount not-to-

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	exceed \$420,500, for a new total agreement value of \$3,920,036, to provide PM, systems engineering, planning, design, verification, and validation, to procure mobility asset vendors services, and to allow the Executive Director or designee to make any non-substantive changes to the language. This amendment will update the Cost Proposal to allow for salary increases as per the approved Cost of Living formula, inclusion of mobility vendors, and extend the agreement termination date from June 30, 2023 to June 30, 2024.
<b>Staff Contact</b>	Ying Smith
<b>Financial Implications</b>	Funding will be provided by the Project funding sources, including ATCMTD and Measure J. There are sufficient funds in the Project budget for this increase.
<b>Options</b>	The Authority Board may choose to not approve this request. However, this action will delay the Project.
<b>Attachments (See APC Packet dated 6/1/23)</b>	<b>A.</b> Amendment No. 1 to Agreement No. 539 <b>B.</b> Historical Summary
<b>Changes from Committee</b>	<i>None</i>

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**Background**

In June 2018, the Authority submitted a grant application for the Project, including its application services, mobility assets, and systems integration, in response to the United States Department of Transportation's (USDOT) Notice of Funding Opportunity (NOFO) for the ATCMTD initiative.

In April 2019, the Notice to Award for grant funding by the USDOT was issued. The Authority Board authorized execution of the direct funding agreement with the FHWA.

To implement the Project, the Authority executed several agreements with public and private

partners.

In February 2020, the Authority executed Agreement No. 539 with AMG to provide PM, systems engineering, planning, design, verification, and validation services in an amount not-to-exceed \$3,499,536.

The Project required several mobility asset providers and application providers to participate in the development of the Project application. The mobility asset providers include micro-mobility, rideshare, and carshare service companies. The agreements for vendors listed in the ATCMTD application were delayed due to development of the application design requirements.

During the planning phase of the Project, staff initiated a process to involve the list of vendors. While the Scope-of-Work for the vendors involvement was being developed, agreement development was halted due to the impact of COVID-19 on the vendors' ability to operate and provide resources needed for the Project.

As vendors emerged back from the impacts of COVID-19, the Project schedule required vendor involvement with the application developer to stop any further delays to the Project schedule. AMG executed several agreements with vendors allowing them to provide necessary AIPs, develop new AIPs, develop the connection protection transfer platform for transit, and provide technical support required for the application. These providers include ConnectIO Labs (Miles, Incentives and Rewards Platform), CycleHop LLC (HOPR – Micromobility provider), Carzac (Rideshare provider), Engineering Lifecycle Management, and University of California, Berkeley Partners for Advanced Transportation Technology (Connection Protection Platform).

During the course of the Project planning phase, it was determined that additional in-kind services were needed to replace those lost by the withdrawal of the Transportation Authority of Marin. AMG agreed to contribute \$300,000 of in-kind services to be counted towards the match needed by the ATCMTD grant.

The Cost Proposal in Federal Form 10-H1, which defines staff positions, hours, rates, annual COL allowance, and subconsultants, is being updated to reflect the annual rate increases for the length of the Project and inclusion of the subconsultants. The original Form 10-H1 did not include the COL increases for Fiscal Years 2022 and 2023, along with any subconsultants.

Staff seeks authorization for the Chair to execute Amendment No. 1 to Agreement No. 539 with AMG in an amount not-to-exceed \$420,500, for a new total agreement value of \$3,920,036, to provide PM, systems engineering, planning, design, verification and validation, to procure mobility asset vendors services, and to allow the Executive Director or designee to make any non-substantive changes to the language. This amendment will update the Cost Proposal to allow for salary increases as per the approved COL formula, inclusion of mobility vendors, and extend the agreement termination date from June 30, 2023 to June 30, 2024.