

MEMORANDUM

TO: Chairperson and Members of the Board of Directors

FROM: Josh Nylander, IT Director
Miranda Laratta, Purchasing & Contracts Coordinator

DATE: October 5, 2023

SUBJECT: Consideration of a Contract with Arcadis, a California Partnership, for Intelligent Transportation Systems Consulting

RECOMMENDATION

That the Board of Directors authorize the General Manager to enter into a contract with Arcadis, a California Partnership, for the planning and implementation of a variety of intelligent transportation systems (ITS), execute any extensions under the contract, and approve any change orders within the General Manager's approval authority without the need for further Board approval.

BACKGROUND

In July, staff issued a Request for Proposal (RFP) for an ITS Consultant. WTA's intended expansion of ITS includes, but may not be limited to, wireless communication and interconnect transport, Advanced Traveler Information System (ATIS), in-vehicle equipment including Automated Passenger Counters (APCs), Wayside signage, Bus Rapid Transit (BRT) technologies, bus yard management, mobility on demand technology, electric vehicle management, signal prioritization, fleet maintenance management, and on-board video cameras. All projects are based on WTA's approved Capital Improvement Program (CIP) and WTA needs.

Vendors were solicited through an advertisement with the American Public Transportation Association, the Bellingham Herald, Washington Procurement Technical Assistance Center, Transit Talent, Washington's Electronic Business Solution (WEBS), social media, and an announcement on WTA's website.

Submissions were due no later than noon on August 28. Five (5) proposals were received, and all were found to be responsive and responsible. The Evaluation Team reviewed the responses against the criteria outlined in the RFP. The highest scoring proposal based on the published criteria was Arcadis. IBI Group, the vendor who had the previous contract for this service, has recently been acquired by Arcadis. Though under a new name, Arcadis has a thorough understanding of WTA's needs, requirements, and goals.

FISCAL IMPACT

For the life of the contract, WTA anticipates the cost to be \$500,000, which is based on WTA's estimation of how many hours we project Arcadis will need to complete tasks multiplied against their hourly rates. This contract is included in the 2023 budget, and future expenses will be planned in future budgets.