SUMMARY STATEMENT

ITEM NO.: PATCO-14-023
SUBJECT: General Consulting Services Contract – PATCO Safety and Security

COMMITTEE: Operations and Maintenance

COMMITTEE MEETING DATE: June 13, 2014

BOARD ACTION DATE: June 19, 2014

PROPOSAL: That the Board authorizes staff to exercise the second one (1) year option of the contract with the following two (2) firms to provide General Consulting Services relating to PATCO safety and security efforts and requirements.

Amount: Up to $100,000 (one year period)

Consultants: Transportation Resource Associates, Inc.
1608 Walnut Street
Philadelphia, PA 19103

SYSTRA Consulting, Inc.
150 Clove Road, 7th Floor
Little Falls, NJ 07424

PURPOSE: To retain professional consulting firms to provide expertise to PATCO in the areas of transit safety and transit security to comply with regulatory and oversight agencies’ regulations and requirements and support in-house PATCO staff.

BACKGROUND: As a mass transit provider, PATCO operates in a highly regulated environment. As such, it is required to be in compliance with regulations promulgated by numerous agencies, among which are the Federal Transit Administration (FTA), New Jersey Department of Transportation, the Transportation Security Administration, and the Department of Homeland Security, to name a few.

By agreement PATCO is subject to safety and security oversight by the New Jersey DOT. New Jersey’s program standard requires PATCO to maintain and follow a System Safety Program Plan and a Security and Emergency Preparedness Plan. Among the requirements in these plans are annual plan reviews; an ongoing internal audit program; a safety and security certification program for capital projects; reporting of accidents, incidents and safety hazards; a program for investigating all accidents, injuries, and
hazardous conditions; and an annual full scale emergency response drill. NJDOT’s State Safety Oversight Manager reviews compliance on a continual basis. PATCO is also subject to a compliance audit every three years. Use of consultant resources has proven to be an efficient means of ensuring that compliance activities are completed as required while still attending to PATCO’s daily operational needs.

In addition, the American Public Transportation Association (APTA) is developing standards for the rail transit industry. At this point, compliance with APTA’s standards is voluntary, but it is anticipated that the FTA may be granted authority to enforce these standards, at which point compliance will be mandatory. In addition to having written, specific, detailed plans and procedures covering a multitude of areas related to both safety and security, PATCO must implement, document, practice, and drill in each of these specific areas. The effort to become compliant and stay compliant in all of these areas requires a continuous, ongoing effort with expertise in many disciplines. Staff time and expertise are not always available to handle the number and variety of safety and security projects and issues requiring attention. The DRPA Engineering Department has used General Engineering Consultants for years to provide expertise that is otherwise not available on staff. PATCO believes that this model will work well for securing the expertise that it needs in the safety and security areas. In order to supplement in-house safety and security staff, PATCO previously retained general consulting services from 2008 to 2010 to assist in multiple areas.

In May 2012, the Board approved the award of contracts to Transportation Resource Associates, Inc. and SYSTRA Consulting, Inc. under Resolution PATCO-12-010. The award in 2012 followed a Request for Proposals that was publicly advertised. Staff, representing PATCO Administration and PATCO Safety, reviewed the proposals and the cost information submitted by the proposers. Based on the review by the committee, the firms selected were the most responsive to the Authority’s need for general consulting services in the area of safety and security. These firms have been selected to fill PATCO’s need for safety and security consulting services, and were selected to provide best value resources to supplement PATCO’s in-house safety staff. In July, 2013, the Board approved the first one (1) year option to extend the existing agreements.

It is recommended that the Board authorize staff to exercise the second one (1) year extension of the agreements with Transportation Resource Associates, Inc. and SYSTRA Consulting, Inc. for General
Consulting Services to PATCO in the area of safety and security in an amount not to exceed $100,000 for a one (1) year period

SUMMARY:

Amount: Up to $100,000
Source of Funding: General Fund and 2013 Revenue Bonds
Operating Budget: Portion of $100,000 based on assignment
Capital Project #: Portion of $100,000 based on assignment
Master Plan Status: N/A
Other Fund Sources: N/A
Duration of Contract: One (1) year
Other Parties Involved: N/A
RESOLUTION

RESOLVED: That the Board of Commissioners of the Port Authority Transit Corporation exercise the second one (1) year extension of the existing agreements with Transportation Resource Associates, Inc. and SYSTRA Consulting, Inc. to provide General Consulting Services in the areas of transit safety and transit security for the PATCO system for a period not to exceed one (1) year in an amount not to exceed $100,000, as per the attached Summary Statement; and be it further

RESOLVED: That the Chairman, Vice Chairman and the President must approve and are hereby authorized to approve and execute all necessary agreements, contracts or other documents on behalf of PATCO. If such agreements, contracts, or other documents have been approved by the Chairman, Vice Chairman and President and if thereafter either the Chairman or Vice Chairman is absent or unavailable, the remaining Officer may execute the said document(s) on half of PATCO along with the President. If both the Chairman and Vice Chairman are absent or unavailable, and if it is necessary to execute the said document(s) while they are absent or unavailable, then the President shall execute such documents on half of PATCO.

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