SUMMARY STATEMENT

ITEM NO.      PATCO-20-003

SUBJECT: General Consulting Services Contract – PATCO Safety Management

COMMITTEE: Operations & Maintenance

COMMITTEE MEETING DATE: February 4, 2020

BOARD ACTION DATE: February 19, 2020

PROPOSAL: That the Board authorizes staff to negotiate Agreements with the following two (2) firms to provide General Consulting Services relating to PATCO safety and security efforts and requirements.

Amount: Not to exceed $130,000.00 per year

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

       STV, Inc.
       1818 Market Street, Suite 1401
       Philadelphia, PA 19103

Other Proposers: ADS System Safety, LLC
                 Baltimore, MD

PURPOSE: To retain professional consulting firms to provide expertise to PATCO in the area of transit safety management, supplementing internal staff with efforts to comply with regulatory and oversight agencies’ regulations and requirements.

BACKGROUND: As a mass transit provider, PATCO operates in a highly regulated environment. As such, it is required to comply with regulations promulgated by numerous agencies, among which are the Federal Transit Administration (FTA) and New Jersey Department of Transportation. In addition, the FTA has been granted authority to directly regulate safety at rail transit agencies and has promulgated new standards to that end. The American Public Transportation Association (APTA) also maintains safety standards for the rail transit industry. Compliance with APTA’s standards is voluntary but demonstrates that PATCO’s operations are on par with similar agencies across the country. In addition to having written, specific, detailed plans and procedures covering a multitude of areas related to safety, PATCO must implement, document, practice, and audit in each of these areas. The
effort to maintain compliance in all of these areas requires a continuous
effort with expertise in many disciplines. PATCO has attempted to
accomplish these efforts with in-house safety and security staffs and has
determined that additional expertise is required. The DRPA
Engineering Department has used General Engineering Consultants for
years to provide expertise that is otherwise not available on staff.
PATCO has seen that this model works well for securing the expertise
needed in support of safety management.

Similar to the Engineering Department’s General Engineering
Consultant program, staff is recommending that a contract be awarded
to two firms: Transportation Resource Associates and STV, Inc. Using
two firms broadens the areas of expertise available to PATCO and
introduces an element of competition for individual Task Orders.
Assignments will be issued to one (1) of the two (2) firms depending on
their particular expertise and availability of staff.

PATCO publicly advertised its intent to retain a consultant(s) and
invited interested firms to submit responses to the Request for
Proposals. Three (3) firms responded. Staff representing 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 safety management
consulting services.

It is recommended that the Board authorize staff to negotiate an
Agreement with Transportation Resource Associates and STV, Inc. for
General Consulting Services to PATCO in the area of safety and security
in an amount not to exceed $390,000 for a three (3) year period ($130,000
per year). Upon approval of the Board, agreements will be executed
with these firms to provide general consulting services in accordance
with the Request for Proposal.

| SUMMARY: | Amount: | Not to exceed $130,000 per year ($390,000 total) |
| Source of Funds: | General Fund |
| Operating Budget: | Portion of $130,000 per year based on assignment |
| Capital Project #: | N/A |
| Master Plan Status: | N/A |
| Other Fund Sources: | N/A |
| Duration of Contract: | Three (3) years |
| Other Parties Involved: | N/A |
RESOLUTION

RESOLVED: That the Board accepts the Proposals of Transportation Resource Associates, Inc. and STV, Inc. to provide General Consulting Services in the area of transit safety management for the PATCO system and that the proper officers of the Authority be and hereby are authorized to negotiate Agreements with these firms for an amount not to exceed $130,000 per year, as per the attached Summary Statement; and be it further

RESOLVED: That the Chair, 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 Chair, Vice Chairman and President and if thereafter either the Chair or Vice Chairman is absent or unavailable, then the President shall execute the said document(s) on behalf of PATCO.

SUMMARY:

Amount: Not to exceed $130,000 per year ($390,000 total)
Source of Funds: General Fund
Operating Budget: Portion of $130,000 per year based on assignment
Capital Project #: N/A
Master Plan Status: N/A
Other Fund Sources: N/A
Duration of Contract: Three (3) years
Other Parties Involved: N/A