Metropolitan Transportation Commission

Administration Committee

June 11, 2025 **Agenda Item 2b-25-0700**

Contract Amendment — On-call Engagement Support: WSP USA, Inc. ($170,000)

Subject:

Request for authorization to negotiate and execute an amendment to the on-call engagement support contract with WSP USA, Inc. that was procured via direct selection from the 2021 Equity Bench to add $170,000, for a total contract amount not to exceed $673,900, for additional engagement support to the Metropolitan Transportation Commission (MTC) for the Plan Bay Area 2050+, Next Generation Bay Area Freeways Study and Accessible Futures Conference engagement support.

Background:

The pandemic transformed the public's expectations for participating in MTC's decision-making process. Digital and online platforms removed historic barriers to participation, allowing more and more residents to participate in the decisions that affect them resulting in significantly higher numbers of participation in MTC-ABAG's engagement programs.

In December 2020, MTC issued a Request for Qualifications (RFQ) to establish an on-call bench of pre-qualified firms to provide services for Equity Consultant Assistance. The RFQ included five service categories including 1) internal operations; 2) investments and policy; 3) community and partner engagement; 4) innovation; and 5) environmental justice. In March 2021, this Committee approved 27 firms for placement on an on-call bench through June 30, 2025, with an option to extend for an additional two years to June 30, 2027. The on-call bench included WSP USA, Inc., which qualified in the community and partner engagement category.

WSP USA, Inc., was directly selected from the 2021 Equity Bench to provide on-call engagement support to the agencies. In January 2023, MTC entered into a contract with WSP USA, Inc. to support a variety of community engagement efforts in an amount not to exceed $75,000 to provide these services through December 31, 2023. The contract was again amended on May 12, 2023, June 15, 2023, September 18, 2023, December 1, 2023, June 12, 2024 and September 10, 2024. This contract was funded through general funds. Additional engagement

support is now needed to support engagement activities related to Plan Bay Area 2050+ plan document production, the Next Generation Bay Area Freeways Study report production, and engagement for the 2025 Accessible Futures Conference, along with ongoing coordination as needed.

WSP USA, Inc. is not a Disadvantaged Business Enterprise (DBE) or a Small Business Enterprise (SBE). WSP USA, Inc. has no subcontractors.

Issues:

None identified.

Recommendations:

Staff recommends that the Committee authorize the Executive Director or designee to negotiate and execute an amendment to the on-call engagement support contract with WSP USA, Inc., in an amount not to exceed $170,000 for a new contract total not to exceed $673,900 for the work described above.

Attachments:

- Request for Committee Approval — Summary of Proposed Contract Amendment

Andrew B. Fremier

Request for Committee Approval

Summary of Proposed Contract Amendment

Work Item No.:	1112 & 1121
Consultant:	WSP USA, Inc., San Francisco, CA
Work Project Title:	On-call Engagement Support
Purpose of Project:	Provide on-call engagement support for MTC's programs and activities.
Brief Scope of Work:	Provide support for engagement activities related to the production of the Plan Bay Area 2050+ document, the Next Generation Bay Area Freeways Study report and the Accessible Futures Conference, as needed.
Project Cost Not to Exceed:	This amendment: $170,000 Current contract amount before this amendment: $503,900 Maximum contract amount after the amendment: $673,900
Funding Source:	General Fund
Fiscal Impact:	$170,000 is included in the FY 2024-25 MTC Budget
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with WSP USA, Inc. for on-call engagement support described above and in the Administration Committee Summary Sheet dated June 11, 2025, and that the Chief Financial Officer is authorized to set aside $170,000 for such amendment.
Administration Committee:	_____ Gina Papan, Chair
Approved:	June 11, 2025