

BOARD ACTION ITEM

Item Number: BA2023-49

Meeting Date: August 21, 2023

Item Title: Public Transit Safety Consultant Services

BACKGROUND

As of July 2020, per the Federal Transit Administration requirement, most rail and bus transit providers in the U.S. must have a Public Transportation Agency Safety Plan (PTASP). This PTASP must follow the principles of the Safety Management System (SMS) and contain specific elements targeted at improving safety outcomes. As 49 CFR Part 673 requires, Trinity Metro has implemented our Public Transportation Agency Safety Plan for our bus operations and 49 CFR 270, System Safety Program Plan for our commuter rail. Each safety plan requires inspections, audits, hazard analysis, GAP analysis, project oversight, policy, procedures implementations, annual assessments, and federal regulatory reporting.

Hiring a third-party consultant to verify Trinity Metro's safety compliance is considered a best practice in improving overall safety performance and compliance. A consulting firm specializing in safety compliance providing strategic support to help Trinity Metro ensure safe and secure projects, systems, and operating environments in public transit and construction sectors to ensure our team that we are following all best practices required by the FTA and FRA. The recommended firm has certified staff knowledgeable in FTA, and FRA requirements and will be a valuable resource to both our rail and bus operations safety team. We plan to use the consulting firm to provide a baseline evaluation of our current safety plans (PTASP/SSPP/SMS) and provide recommendations to further improve our future safety action plans.

In accordance with Trinity Metro's Procurement Policy, on May 1, 2023, a Request for Proposal (RFP 23-T032) for Public Transit Safety Consultant Services was issued and advertised on Trinity Metro's website and Bonfire Portal. Five firms responded to the RFP and complied with the requirements.

The responding firms included:

- The Wathen Group
- IKJ Enterprises LLC
- DDM Consulting
- Hatch LTK
- Rizikon, Inc.

PROCUREMENT

The Trinity Metro Procurement Department has followed procurement policy with this request for proposal and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

FINANCING

Funding for this project is in Trinity Metro's FY2024 budget.

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RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to enter into a contract with The Wathen Group, LLC for safety consultant services for a one-year contract. The proposed agreement cost is \$326,850.00 with a 10% contingency of \$32,685.00 for a total not to exceed the amount of \$359,535.00.

STAFF DISPOSITION

Wayne Gensler	August 7, 2023
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EXECUTIVE LEADER APPROVAL	DATE
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DISPOSITION BY BOARD OF DIRECTORS

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SECRETARY APPROVAL	DATE
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