



GOLDEN GATE BRIDGE
HIGHWAY & TRANSPORTATION DISTRICT

Agenda Item No. 5

To: Finance-Auditing Committee/Committee of the Whole
Meeting of November 16, 2006

From: Susan C. Chiaroni, Deputy General Manager, Bus Division
Joseph M. Wire, Auditor-Controller
Celia G. Kupersmith, General Manager

Subject: **APPROVE ACTIONS RELATIVE TO CONTRACT NO. 97-BT-8,
PURCHASE, DELIVERY, INSTALLATION AND SUPPORT OF
SOFTWARE PROGRAM FOR GOLDEN GATE TRANSIT FIXED ROUTE
BUS SCHEDULING SYSTEM, WITH GIRO, INC., FOR
MISCELLANEOUS COSTS AND TRAINING**

Recommendation

The Finance-Auditing Committee recommends that the Board of Directors approve the following actions relative to Contract No. 97-BT-8, *Purchase, Delivery, Installation and Support of Software Program for Golden Gate Transit Fixed Route Bus Scheduling System*:

1. Authorize execution of a Third Amendment to the Professional Services Agreement with GIRO, Inc., increasing the scope of services by an amount not to exceed \$95,000; and,
2. Authorize a budget increase in the amount of \$70,000 to be funded with \$56,000 in existing grant funds and a budget transfer of \$14,000 from the FY 06/07 Bus Division Capital Equipment Budget with the understanding that sufficient funds are available for this transfer.

This matter will be presented to the Board of Directors at its November 17, 2006, meeting for appropriate action.

Summary

On September 9, 2005, the Board approved the Second Amendment to Contract No. 97-BT-8, *Purchase, Delivery, Installation and Support of Software Program for Golden Gate Transit Fixed Route Bus Scheduling System*. The amendment provided for the long-term upgrade and maintenance of the HASTUS Scheduling, Dispatch and Timekeeping System in three phases over a six-year period at a cost of \$506,565.

The contract amount for the first phase of this implementation was \$265,465 and a project budget, funded in an 80/20 FTA Grant to District funding ratio, was established for \$325,000 and included in the Bus Division Capital Budget. This provided a first phase fund of \$59,500 for anticipated but undefined program modifications, for payments to other vendors, and other miscellaneous costs. To date, \$47,735 of this budgeted fund has been expended in extra contract amounts with GIRO.

Staff is requesting the execution of a Third Amendment to Contract No. 97-BT-8, increasing the scope of the Professional Services Agreement with GIRO, Inc., by an amount not to exceed \$95,000. This amendment will capture all extra contract payments to GIRO within the scope of the contract, including those expended to date and those cited in support of the budget increase request below.

Staff also seeks authorization of a budget increase in the amount of \$70,000 funded by \$56,000 in additional grant funds and a transfer of \$14,000 within the Bus Division Capital Budget resulting in a total project budget of \$395,000.

- 1) The inclusion in this project of unforeseen costs in automating the interface between the HASTUS Dispatch / Timekeeping system and the IFAS Financial system.
- 2) The increased complexity in automating the Bus Operator's payroll generation process to replace the current manually intensive methods.
- 3) The addition of training for Scheduling, Dispatch and Payroll personnel in the efficient operation of the system(s).

Fiscal Impact

This project is included in the Fiscal Year 2006/2007 Bus Division Capital Budget in the amount of \$325,000 and is funded with \$260,000 Federal Transit Administration (FTA) grant funds and \$65,000 District funds (80% Grant/20% District). A capital project budget increase in the amount of \$70,000, which includes \$56,000 in existing FTA grant funds and a \$14,000 transfer from the FY 06/07 Bus Division Capital Equipment budget, is required to fully fund this project at the proposed budget of \$395,000. This represents a net increase of \$56,000 in the FY 06/07 Capital Budget.