

RESOLUTION NO. 2018-64

AUTHORIZING CONTRACT NO. 2018-046 WITH LTK ENGINEERING SERVICES, INC. DBA LTK ENGINEERING SERVICES TO PROVIDE A FARE ANALYSIS IN AN AMOUNT NOT TO EXCEED \$147,300.00 (GENERAL FUND, OFFICE OF MANAGEMENT AND BUDGET DEPARTMENT BUDGET)

WHEREAS, the Authority has a need to obtain a fare analysis to better understand how fare adjustments impact ridership; and

WHEREAS, the proposal of LTK Engineering Services, Inc. dba LTK Engineering Services, located at 100 West Butler Avenue, Ambler, PA 19002 to provide the fare analysis was received on May 8, 2018; and

WHEREAS, after negotiations, the proposal of LTK Engineering Services, Inc. dba LTK Engineering Services to provide the fare analysis, for a total contract amount not to exceed \$147,300.00, was determined to be the most advantageous to the Authority, cost and other factors considered; and

WHEREAS, the CEO, General Manager/Secretary-Treasurer deems the negotiated offer of LTK Engineering Services, Inc. dba LTK Engineering Services to provide the fare analysis to be in the best interest of the Authority and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of LTK Engineering Services, Inc. dba LTK Engineering Services, as negotiated, to provide a fare analysis is hereby accepted.

Section 2. That the CEO, General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with LTK Engineering Services, Inc. dba LTK Engineering Services to provide a fare analysis.


Section 3. That said contract shall be payable from the General Fund, Office of Management and Budget Department budget, for a total contract amount not to exceed \$147,300.00.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution No. 2015-76; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that LTK Engineering Services, Inc. dba LTK Engineering Services will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: July 24, 2018



President

Attest: 

CEO, General Manager/Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: FARE ANALYSIS VENDOR: LTK ENGINEERING SERVICES, INC. dba LTK ENGINEERING SERVICES AMOUNT: NTE \$147,300.00	Resolution No.: 2018-64
	Date: July 19, 2018
	Initiator: Office of Management & Budget
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract with LTK Engineering Services, Inc. dba LTK Engineering Services to provide a fare analysis, as specified.

- 2.0 **DESCRIPTION/JUSTIFICATION:** In June 2016, the Authority's Board of Trustees approved a two-step fare increase. In the interim since the first step of the fare increase was enacted in 2016, the Authority has learned anecdotally that fare increases have a greater impact on ridership than previous data indicated. Therefore the Authority would like to evaluate the impact of a fare increase on ridership and consider the impact of a fare increase on low income populations. The selected consultant will provide a fare study and prepare a report of its findings.

- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals ("RFP") was posted on the procurement website and advertised in the local newspapers. Two proposals were received on May 8, 2018 in response to this solicitation. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures, and after negotiations, the proposal of LTK Engineering Services, Inc. dba LTK Engineering Services ("LTK"), to provide a fare analysis, was selected as the most advantageous to the Authority. This contract will be in an amount not to exceed \$147,300.00.

 LTK is one of the largest engineering consulting firms devoted exclusively to the transit industry. LTK is headquartered in Ambler, PA with 21 other offices worldwide. LTK brings professionals with expertise in all areas of transit and systems planning, engineering and economic analysis.

 A cost analysis was performed and the Procurement Department has determined the negotiated price is fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.

- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 **ECONOMIC IMPACT:** This contract will be funded through the General Fund, Office of Management and Budget Department budget, for a total contract amount not to exceed \$147,300.00.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would prevent the Authority from evaluating the relationship between fare adjustments and ridership. In addition, GCRTA would forego gaining a full understanding of how to maximize revenue and ridership while meeting Title VI requirements.
- 8.0 **RECOMMENDATION:** This procurement was discussed by the Board of Trustees at the July 17, 2018 Operational Planning & Infrastructure Committee meeting. It is recommended that the offer of LTK Engineering Services, Inc. dba LTK Engineering Services, as negotiated, be accepted and the resolution passed authorizing the CEO, General Manager/Secretary-Treasurer to enter into a contract.
- 9.0 **ATTACHMENTS:** None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



CEO, General Manager/Secretary-Treasurer