

Toll Division Consultant Quarterly Report

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Legislative Request:

As required in ESSB 6001, Section 209 (8), the following is the quarterly report to the governor and the transportation committees of the legislature on the use of consultants in the tolling B program. The report includes the name of all consultants, the scope of work, the type of contract, timeliness, and deliverables and any new task orders and extensions added to the consulting contracts during the quarter reported.

Terms Defined:

For the purpose of this report the requested items were interpreted to mean the following:

Consultant: a contractor providing personal services to the Toll Division of WSDOT.

Scope of work: a general description of the contracted services.

Type of contract: contract categorization according to the Washington State Department of Enterprise Services (DES).

Timeliness: the status of task activity during the quarter.

Deliverables: a list of work products delivered during the quarter.

New task orders and extensions: any new task orders, amendments or extensions executed during the quarter.

Summary Report:

The Toll Division’s 2013-15 Biennium Budget is \$62,688,000. The following is a summary of the Toll Division’s consultant contracts, amendments or extensions executed during the quarter ended 9/30/14, totaling \$383,751.

Consultant Name	Contract #	New Task Orders During Quarter		Extensions or Amendments During Quarter	
		Title	Value	Title	Value
Jacob’s Engineering, Inc.	Y-11038-BT-00	Toll Operations Lean Support	\$181,120		
	Y-11038-BZ-00	Existing Corridor Rate Setting	\$124,213		
	Y-11038-BC-01			Data and Reporting	\$11,965
Stantec	Y-11392 AC-00	TNB Traffic and Revenue Study	\$66,453		

Consultant Details for Jacobs Engineering, Inc.:

Contract Type: Personal services

Scope Summary: A broad spectrum of management and technical services via an integrated toll management team, including a co-located staff, as well as offsite services as needed.

Timeliness: Current expiration is June 30, 2021

Deliverables: Primary focus is to provide core resource staff for technical, policy, and operations support to the Toll Division. Deliverables as requested by the state.

New Task Order Scope and Value:

Task Name	Task Description	Task Work Order	Task Value
Y-11038-BT-00	Toll Operations Lean Support	TF0006, TF0007, TF0009	\$181,120
Y-11038-BZ-00	Existing Toll Facility Rate Setting Support and Cost to Collect Analysis	TF0006, TF0007, TF0009	\$124,213

Task Y-11038-BT-00

Scope Summary Toll Operations Lean Support: Under this task, Jacobs shall provide the Toll Division trained staff in Lean Black Belt and assist in developing and targeting Lean implementation. Elements of this task include: developing the Toll Divisions Lean Charter; developing Lean templates and tools; initiate and assist in guiding the programs lean process improvement projects, and providing Lean summary and initiative reports.

Timeliness: Contract window: 7/14/14 through 6/30/15; WSDOT will determine necessary deliverables based on priority within the lean project schedule. Currently all tasks are on time and on budget.

Deliverables: Level of effort contract provides approximately 0.5 full-time equivalent of staff support. Deliverables for this quarter include various Lean process improvement projects.

Task Y-11038-BZ-00

Scope Summary Existing Corridor Rate Setting and Cost to Collect Support: Under this task, Jacobs shall provide rate setting process support for the Tacoma Narrows Bridge and SR520 Bridge facilities. In addition, Jacobs shall assist in reevaluation of toll rates, fees and increments structure, support the development of the Toll Cost & Revenue Report, and provide quarterly and annual evaluations of collection costs.

Timeliness: Contract window: 9/1/14 through 6/30/15; WSDOT will determine necessary deliverables based on priority within the rate setting schedule by facility. Currently all tasks are on time and on budget.

Deliverables: Level of effort contract provides approximately 0.5 full-time equivalent of staff support. Deliverables for this quarter include Washington State Transportation Commission rate setting presentations.

Extensions and Amendments Scope and Value:

Task Number	Task Name	Task Work Order	Task Value
Y-11038-BC-01	Data and Reporting	TF0022	\$11,965

Extension/Time or Budget Amendment:

Task Y-11038-BC-01

Scope Summary Data and Reporting: Under this task, Jacobs shall provide data and reporting support to conduct ongoing data analyses, expand and enhance reporting capabilities, and improve data quality and utilization related to the Customer Service Center system, the RTS lane systems, and WSDOT Tolling’s own operations, oversight, and management activities.

Timeliness: Contract window: 7/1/13 through 11/30/14; this amendment completes the first phase of data and reporting analysis. Continued effort will be in Task BV with planned execution next quarter.

Deliverables: Level of effort contract provides approximately 1 full-time equivalent of staff support. Deliverables for this task have been completed, task will be closed.

Consultant Details for Stantec:

Contract Type: Personal Services

Scope Summary: Tacoma Narrows Bridge (TNB) Traffic and Revenue Study

Timeliness: Current expiration is December 31, 2015.

Deliverables: Provide T&R estimates for TNB to support bond financing

Extensions and Amendments Scope and Value:

Task Number	Task Name	Task Work Order	Task Value
Y-11392 AC-00	TNB Traffic and Revenue Study	TF0007	\$66,453

Extension/Time or Budget Amendment:

Y-11392-AC

Scope Summary: Task Order AC, TNB Traffic and Revenue Study

- Review historical travel patterns on the Tacoma-Narrows Bridge and analyze prior traffic response to toll increases (or decreases)
- Construct a model to develop a traffic and gross toll revenue forecast for the TNB;
- Track the monthly performance of the TNB;
- Provide updates to the traffic and revenue forecast on an annual basis.
- Provide Coordination and alternative analysis support with the 2015 Rate Setting Process

Timeliness: Contract window 9/1/14 through 12/31/2015 – All deliverables are currently on track per schedule.

Deliverables: Technical Memorandum summarizing methodology and T&R revenue potential tables by vehicle by payment method. Ongoing T&R Analysis, traffic tracking and updates of proposed toll rate modifications as requested.