

STAFF REPORT

SUBJECT: Issuing Task Order No. 3 to Ascendal Group, LLC for Strategic Planning Services

FROM: Christy Wegener, Executive Director

DATE: July 10, 2023

Action Requested

Approve Task Order No. 3 with Ascendal Group, LLC for FY24 grant writing support and strategic planning services.

Background/Discussion

In 2021, LAVTA issued an RFP for on-call strategic planning services to support interagency collaboration and communications, grant writing, the conversion to zero-emissions technology, general transit planning services, ongoing paratransit improvement programs, county-wide service integration initiatives, and provide senior level support to LAVTA leadership for the implementation of new services. The contract was awarded to Ascendal Group, LLC (Ascendal) for a three year base term with two additional one-year options.

Two task orders have been issued to Ascendal since the contract was awarded: Task Order No. 1 was issued in early 2022 and Task Order No. 2 was issued in late-2022. Both Task Orders were focused on Transit and Intercity Rail Capital Program (TIRCP) grant writing support, as well as analysis and strategic planning for the conceptual I-680 Express Bus Service to be jointly operated with County Connection.

Staff is lining up support for FY24 projects and intends to issue Task Order No. 3 to Ascendal to support TIRCP grant writing and strategic planning services in FY24. This third task order will result in the contract spending exceeding the Executive Director's authority of \$100,000 and is therefore being brought to the Board for consideration and approval.

Fiscal Impact

The total budget for Task Order No. 3 is \$70,000. The funding for this project is included in LAVTA's FY24 approved budget for consultant services.

Recommendation

Staff recommends that the Board authorize the Executive Director to execute Task Order No. 3 with Ascendal Group, LLC in an amount not-to-exceed \$70,000.

Attachments:

1. Ascendal Group, LLC Task Order No. 3

Approved: _____

Ascendal Group LLC Task Order No. 03
Scope of Services
For On-Call Strategic Planning Services
July 1, 2023

Ascendal Group LLC is currently contracted with Livermore Amador Valley Transit Authority (LAVTA) for On-Call Strategic Planning Services (RFP #2021-06). This scope of services is for Task Order No. 3 under the Agreement dated February 10, 2022, to assist LAVTA with strategic planning services for the 680 Express service and for TIRCP grant writing support in FY24.

The scope of services for Task Order 3 is described below.

Task	Cost
Regional Express Bus Services: Support LAVTA in the implementation of the I-680 Express Service. Meet with State officials and help coordination with other transit authorities and stakeholders in the I-680 corridor. Consult on the development of I-680 express bus service as well as transit center location/design, and system operations for express bus service. Continue to support opportunities for service integration between the two agencies, LAVTA and County Connection, to achieve future cost efficiencies, reduce CO2 emissions and increase ridership. Support efforts to establish mobility solutions and improve satisfaction with services provided.	\$35K budget
TIRCP and General Grant Support: Support LAVTA on follow up funding and delivery of any funds generated through the TIRCP grant and/or other funding means. Represent LAVTA at stakeholder meetings with State and other government officials as authorized.	\$35K budget

No additional services will be performed without written authorization from LAVTA. Compensation for additional services can be on a lump sum basis based on an agreed upon supplemental scope of services or on a time and materials basis using agreed upon billing rates.

WITNESS WHEREOF, This Task Order has been executed under the provision of Contract No. 2021-06 between LAVTA and Ascendal Group, LLC. By Signature Below, the parties hereto agree that all terms and conditions of the Task Order No. 3 and Contract No. 2021-06 shall be in full force and effect.

By LAVTA this _____ day of July, 2023

By Ascendal Group this _____ day of July, 2023

ASCENDAL GROUP LLC

By: _____

LAVTA

By: _____