

HALIFAX

P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 14.1.1
Halifax Regional Council
December 12, 2017

TO: Mayor Savage and Members of Halifax Regional Council

Original Signed by 

SUBMITTED BY: _____
Jacques Dubé, Chief Administrative Officer

DATE: November 14, 2017

SUBJECT: **Award – RFP #17-360 – Halifax Transit Technology Program
– Project Team Augmentation**

ORIGIN

This report originates from the approved 2017/18 Capital Budget.

LEGISLATIVE AUTHORITY

Under the HRM Charter, Section 79 Halifax Regional Council may expend money for municipal purposes. The recommended contract award complies with all the pre-requisites for awarding contracts as set out in section 34 of Administrative Order 2016-005-ADM, the Procurement Administrative Order.

Section 36 of the Procurement Administrative Order, provides that Halifax Regional Council may approve contract awards of any amount.

RECOMMENDATION

It is recommended that Halifax Regional Council Award RFP #P17-360, Halifax Transit Technology Program – Project Team Augmentation to the highest scoring proponent, Barrington Consulting Group, in the amount of \$2,429,815 (net HST included) with funding from the Transit Technology Program CM020005, as outlined in the Financial Implications section of this report.

BACKGROUND

In December of 2012, Halifax Transit, in partnership with the Finance, Information, Communications and Technology (FICT) business unit, completed the Halifax Transit Technology Program (HTTP) Roadmap identifying all technology-enabled business initiatives required to support Halifax Transit's key business drivers. The HTTP Roadmap recommended the sequence of projects over a multi-year period and estimated cost to develop and implement best practice business processes through sector-leading technology solutions.

The Halifax Transit Technology Program Office was established in February 2014, and the HTTP Roadmap of 33 projects was organized into 9 streams of activity:

- P1:** Halifax Transit Technology Program Office
- P2:** AVL+
- P3:** Fixed Route Planning, Scheduling and Operations
- P4:** Driving Simulator
- P5:** Fare Management
- P6:** Paratransit
- P7:** Automated Vehicle Management / Mechanical Integration
- P8:** Security Systems
- P9:** Yard Management

The Program Team has completed both the **P2 AVL+** and the **P4 Driving Simulator Projects**.

The following three projects have been initiated and require additional team members:

P3 Fixed Route Planning, Scheduling and Operations: This solution will replace the current system with a new solution to create fixed route bus service vehicle and crew schedules, and to make changes to the daily vehicle and crew schedules to accommodate service requirements. The new solution will also implement new functionality, including ferry scheduling, employee self-serve and employee performance management. This project requires a Business Analyst and a Subject Matter Expert/Senior Business Analyst.

P5 Fare Management: Phase 1 of the project includes validating fareboxes, back office software, and cash handling equipment. Phase 2 solution procurement will commence in late 2017, and may include smart card, smartphone and other open payment technologies, ticket vending machines, point of sale systems, plus integration with Phase 1 software and fareboxes. This project requires a Senior Project Manager and a Business Analyst

P6 Paratransit: This project is a multi-phased initiative to enhance the technologies facilitating delivery of the Access-A-Bus service. Phase I includes an upgrade of the scheduling and dispatching software, plus optimized systems configuration and data conversion. Phase II will introduce MDTs (Mobile Data Terminals) to the Paratransit vehicles, enabling electronic manifests, Automatic Vehicle Location, and other advanced features. Phase III will introduce new capabilities for users of the Paratransit service to book rides, through channels such as IVR and Web. This project requires a Senior Project Manager

There is also a requirement for a Systems Analyst/Senior Business Analyst role to be shared across the projects listed above.

These six project resources will be required for an estimated 24-month period. They will join the existing HTTP Program to support the delivery of these projects, working closely with the Transit Business Unit resources. ICT does not currently have resources available for this project work, should ICT resources become available after approval, the financial impact will reduce.

DISCUSSION

A Request for Proposal (RFP) 17-360 was publicly advertised on the Province of Nova Scotia's Procurement website on 26 September 2017 and closed on 10 October 2017. Proposals were received from the following companies:

- Barrington Consulting Group
- Bluejack Consulting
- Mariner Innovations

A team consisting of staff from Halifax Transit, Information, Communications and Technology, facilitated by Procurement, evaluated the proposals based on the criteria listed in Appendix A – Evaluation Criteria. The RFP was scored using a two-envelope process.

- Envelope #1, RFP technical component, minimum score of 75% required to advance Envelope #2.
- Envelope #2 RFP financial component.

Only the proposal from Barrington Consulting Group achieved the minimum score and based on the averaging of the individual evaluator scores, the final score for Barrington Consulting Group is 86.3/100:

The other two proponents did not meet the minimum technical score of 75% to advance to the next stage of evaluation as they did not address the total scope of work. The scope of work for this RFP included requirements for six project resources. These two proponents did not submit the required number of project resources for this work and therefore did not meet the Technical component score.

The per resource rates in the Barrington proposal are consistent or below market rates for similar resources.

Any contract amendment for future phases of the project will be addressed per Administrative Order 2016-005-ADM, Procurement Administrative Order.

FINANCIAL IMPLICATIONS

Finance has confirmed available funding from Project Account No. CM020005 – New Transit Technology for the highest scoring proponent cost of \$2,329,953 plus net HST of \$99,862 for a net total price of \$2,429,815.

Budget Summary:	Project Account No. CM020005 – New Transit Technology
Cumulative Unspent Budget	\$16,058,661
Less: RFP #P17-360	\$ 2,429,815
Balance	\$13,628,846

The balance of funds will be used for new solutions, the implementation and professional services and for completion of additional capital project activities as set out in the multi-year capital budget, pending Regional Council approval in future budget years.

RISK CONSIDERATION

There are no significant risks associated with the recommendations in this Report.

ENVIRONMENTAL IMPLICATIONS

No environmental risks identified.

ALTERNATIVES

Council could decide not to award the RFP and therefore not support the additional project resources required to advance the projects outlined for the Transit Technology Program. This is not recommended as there is currently no internal capacity to undertake this work and would result in a delay in implementing the new technology.

ATTACHMENTS

Attachment A – P17-360 Halifax Transit Technology Program Evaluation Criteria

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.php> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Martha Wilson, ICT PMO Manager, 902 -802-0154

ICT Review by: Original signed

Sarah Teal, Manager Strategic Planning 902-292-1933

Report Approved by: Original signed

Dave Reage, Director Halifax Transit 902-490-5138

Procurement Review: Original signed

Jane Pryor, Manager, Procurement, 902.490-4200

Report Approved by: Original signed

Jane Fraser, Director Corporate & Customer Services, 902-490-4630

Appendix A – EVALUATION CRITERIA/SCORESHEET

Criteria	Weight	Barrington Consulting Group
Understanding of the Municipality's Needs and Attention to Relevant Challenges	10	8.3
Value Added Propositions	5	4.4
Resources	65	53.6
Subtotal (Business/Technical Proposal)	80	66.3
Cost Proposal	20	20
TOTAL	100	86.3
Evaluated Cost including Net HST		\$2,429,815