



Approval of Contract for SACTrak Software

Consent

**Author:** Miguel Mendoza

**Attachments:** Yes

**Referring Committee:** Strategic Planning

**Issue:**

Staff is seeking authorization to enter into a contract with EcoInteractive to provide SACTrak as software as a service for an amount not to exceed \$854,729.

**Request:**

Approve

**Recommendation for Board:**

The Strategic Planning Committee unanimously recommended that the board approve an overall budget not to exceed \$854,729, and authorize the Executive Director to: (1) execute a five-year contract with the vendor for \$700,386; and (2) amend the contract for additional features and modules for an additional maximum amount of \$153,892.

**Recommendation for Committee:**

That the committee recommend that the board approve an overall budget not to exceed \$854,729, and authorize the Executive Director to: (1) execute a five-year contract with the vendor for \$700,386; and (2) amend the contract for additional features and modules for an additional maximum amount of \$153,892.

**Background:**

Metropolitan Planning Organizations (MPOs) have three essential documents they are required under federal law to produce: the long-range Regional Transportation Plan (in the SACOG region, SACOG uses refers to this as a Metropolitan Transportation Plan), the short-range Federal Transportation Improvement Program (FTIP), and the Overall Work Program (OWP). The FTIP lists surface transportation projects and is developed by MPOs in cooperation with the state. (In the SACOG region, SACOG uses the term Metropolitan Transportation Improvement Program or MTIP). The FTIP covers four federal fiscal years and reflects the investment priorities established in each region's Metropolitan Transportation Plan. Capital and non-capital surface transportation projects funded with federal dollars must be listed in the FTIP. Regionally significant projects requiring action by the Federal Highway Administration or the Federal Transit Authority, whether funded with federal dollars, must also be included in the FTIP.

Each of California's eighteen MPOs prepares an FTIP that is incorporated into the overall statewide Federal

Statewide Transportation Improvement Program (FSTIP). The FSTIP is approved by the Federal Highway Administration and Federal Transit Administration, extending to each region's FTIP. To incorporate an FTIP into the FSTIP, projects must be maintained in the state database known as the California Transportation Improvement Program System (CTIPS).

SACOG maintains the MTIP using the project tracking database SACTrak, a proprietary software of EcoInteractive, Inc. EcoInteractive has provided software services and technical support for the MTIP database since 2005. Additionally, EcoInteractive provides FTIP database software to other MPO's in the state.

MPOs in California manage their respective FTIPs in one of three ways: directly using CTIPS, using a project database software that directly integrates into CTIPS, or developing their own software. Of the 18 MPOs in the state, five utilize EcoInteractive's software, one has developed an in-house database, and the rest directly use CTIPS.

SACTrak provides benefits such as serving as a crucial connection between SACOG and local project sponsors through a web-based interface, allowing registered users to add and modify transportation projects that are intended for inclusion into the MTIP, and maintaining a historical record of all past projects and revisions. Critically, SACTrak integrates with CTIPS to avoid duplication of work and manual tracking of projects in other tools such as a spreadsheet.

The SACTrak software enables staff to administer the MTIP effectively. The current MTIP, covering the years 2023 to 2026, tracks and manages 628 projects totaling \$3.79 billion in federal, state, and local funds. Management of the MTIP includes assigning federal dollars according to grant awards, ensuring project scopes and descriptions are accurate, and other actions to ensure projects are in the document to enable federal action.

The current contract with EcoInteractive will expire at the end of August 2024. During the fiscal year 2023-2024, SACOG paid EcoInteractive \$111,893 for the software's base platform. No optional modules are included in the current license agreement.

#### **Discussion/Analysis:**

SACOG staff recommends using sole source procurement to enter into a contract with EcoInteractive for the upgrade and implementation of the SACTrak software. In the search for the most suitable software solution, staff conducted research and analysis of available market options. The research included consulting MPOs in California and nationwide about the software they utilize for the development and administration of an FTIP. In addition, staff reached out to MPOs that conducted a competitive bid process. All MPOs in California that are not entering data into CTIPS directly or have developed their own software are currently using EcoInteractive software. For the MPOs inside and outside of California that conducted a competitive bid process, either EcoInteractive was selected or the MPO opted to develop their own software.

Additionally, staff explored the option of using the State of California's purchasing list specific to software, the Software Licensing Program (SLP). The review of the vendor list that provided FTIP management software concluded that the only options available were three resellers of EcoInteractive software. No alternative vendors offered a software solution that matched the specific functionalities and integration capabilities required by our agency. Staff does not recommend utilizing the SLP because it would add additional cost to the contract. Specifically, the State charges vendors two percent of the contract cost whenever they are

selected from the list and re-sellers would also add anywhere from three to five percent. A sole source procurement would allow us to license directly from EcoInteractive and therefore save on the overall costs to SACOG for the same software.

Staff research indicated that the project tracker software offered by EcoInteractive, Inc. was the only off-the-shelf solution that met all the essential requirements for the development and administration of an FTIP. Specifically, SACTrak possesses unique features such as integration into CTIPS, real-time collaboration with project sponsors on project listings, and the ability to integrate the MTIP project list with the MTP/SCS project list, which is not available in any other off-the-shelf solution on the market.

In fiscal year 2023, SACOG paid \$111,893 to license SACTrak. The first year of the proposed contract increases the cost to \$141,186, and in the second year, \$149,267. The cost for the base software and modules for the first year will be prorated due to the shorter term of September 1, to June 30. Years 2-5 will be from July 1, to June 30. The increased cost is attributed to one-time upgrade costs and additional modules. EcoInteractive will not charge SACOG for the upgrade of the software but to develop and carry over custom features that are part of the current software version. The one-time fee will be split between two contract years since the work will begin in Year 1 and end in Year 2 of the contract. Year 3 to year 5 costs of the contract will only include licensing costs plus a yearly a 3 percent escalation and no one-time fees.

Staff recommends adding the long-range plan, integrated public website, and project delivery modules as part of the upgrade. The long-range plan module would give staff the option to develop the MTP/SCS transportation project list in SACTrak. The integrated public website module would add a public-facing site where members of the public can access information about transportation projects in the MTIP. The project delivery module would assist SACOG staff in coordinating with project sponsors on project timelines and requirements.

Based on the assessment of the value provided by EcoInteractive's software services and technical support, staff recommends entering into a five-year contract for \$700,386 with the option to add additional functionality in the future. Details on the total and annual amounts for the contract are offered in Table 1. Table 2 details optional modules and the associated costs. The scope of work that will be used as the basis for the resulting contract is included as Attachment 1. The contract will use SACOG's standard template for federal agreements, which incorporates required federal and state contracting provisions.

Members of the committee asked whether there are other solutions available and whether local agencies are able to access the system. In response to the questions, SACOG staff indicated that the recommended software solution is currently the only one that meets all of our requirements and that partner agencies currently utilize the SACTrak system allowing for frequent and real-time coordination.

**Table 1: EcoInteractive Cost Proposal for SACTrak with Selected Modules**

<b>Base Software and Selected Modules</b>	<b>Year 1*</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>5-Year Total</b>
Base Price	\$94,176	\$116,402	\$119,895	\$123,492	\$127,197	\$581,162
One Time Upgrade Cost	\$41,010	\$20,505	\$-	\$-	\$-	\$61,515
Module - Long Range Plan	\$-	\$-	\$-	\$-	\$-	\$-
Module - Integrated Public Website	\$2,500	\$5,150	\$5,305	\$5,464	\$5,628	\$24,046
Module - Project Delivery	\$3,500	\$7,210	\$7,426	\$7,649	\$7,879	\$33,664
<b>Total Price</b>	<b>\$141,186</b>	<b>\$149,267</b>	<b>\$132,626</b>	<b>\$136,605</b>	<b>\$140,703</b>	<b>\$700,386</b>

\*Fiscal Years are July 1 to June 30 except for Year 1 which is Sept. 1 to June 30.

**Table 2: EcoInteractive Cost Proposal for Optional Modules**

<b>Optional Modules</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>5-Year Total</b>
Call for Projects Adds module to solicit projects for evaluation. Sponsors can propose new projects for inclusion into the MTIP and then evaluation by SACOG staff.	\$1,500	\$3,090	\$3,183	\$3,278	\$3,377	\$14,427
Integrated GIS Adds a mapping feature to all existing modules and GIS capabilities for projects.	\$2,500	\$5,150	\$5,305	\$5,464	\$5,628	\$24,046
Reporting Database Feature that lets custom data to be exported.	\$2,500	\$5,150	\$5,305	\$5,464	\$5,628	\$24,046
API Access Similar to the reporting database but uses application programming interface. Typically either only API Access or Reporting database is used.	\$2,500	\$5,150	\$5,305	\$5,464	\$5,628	\$24,046
ArcGIS - Auto export out Automatic export feature of SACTrak map data to ArcGIS	\$1,000	\$2,060	\$2,122	\$2,185	\$2,251	\$9,618
ArcGIS - Auto import in Automatic importing of ArcGIS map data to SACTrak.	\$1,000	\$2,060	\$2,122	\$2,185	\$2,251	\$9,618
Project Prioritization Allows scoring and prioritization of programmed projects according to user-defined criteria.	\$5,000	\$10,300	\$10,609	\$10,927	\$11,255	\$48,091

<b>Total Price</b>	\$16,000	\$32,960	\$33,949	\$34,967	\$36,016	\$153,892
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**Fiscal Impact/Grant Information:**

The budget for SACTrak consultant services and the staff time needed to manage the database and coordinate with transportation sponsors are included in the agency's adopted budget and overall work program for fiscal year 2024-25. The recommended contract term is five years, with the maximum payment for the initial five year term not to exceed \$854,729.

**List of Attachments:**

Scope of Work