

## STAFF REPORT

**SUBJECT:** Project Programming Database Contract Amendment

**MEETING DATE:** October 16, 2008

**AGENDA ITEM:** 6A

**STAFF CONTACT:** Brittany Odermann

**RECOMMENDATION:**

Authorize the Executive Director to approve a contract amendment with EcoInteractive, Inc. for one year at a sum not to exceed \$25,800 for programming and maintenance of the on-line project-programming database, EZTrak.

**SUMMARY:**

In September 2006, the Board authorized the Executive Director to execute a one-year contract with EcoInteractive, Inc. to implement and maintain a project management database for SBCAG and its member agency staffs. In December 2007, the Board approved an amendment to the one-year contract for one additional year. Staff recommends that a second amendment to the contract be approved extending services for another year. The database has become an asset for SBCAG and local agency staffs working collaboratively to manage a large portfolio of projects throughout the county. Local agencies are able to access the database through the internet and view the status of funding requests and amendments and generate reports by jurisdiction, funding source, type of project and other criteria which allow them to more efficiently track expenditure and forfeiture deadlines and funding availability. The database was especially beneficial during development of the 2009 Federal Transportation Improvement Program (FTIP), adopted in July 2009. Ecointeractive is the only firm providing database services of this sort to COGs and Regional Transportation Planning Agencies. By extending the contract for a year, local agency staffs will continue to be able to review current and proposed programming information via the internet and provide timely feedback for future 2009 FTIP amendments. Staff is recommending that the program be extended for an additional year, until October 31, 2009, at a cost not to exceed \$25,800.

**DISCUSSION:**

SBCAG is currently responsible for maintaining cost, scope, budget, schedule, and funding data on \$325 million worth of active transportation projects. Projects are funded from nearly 50 different federal, state, regional and local funding categories. Historically, project information was maintained in various databases or spreadsheets managed by several agencies including SBCAG, Caltrans, and the Federal Transit Administration. This hodgepodge of data management tools was highly inefficient for SBCAG staff and inaccessible to local agency staff.

In September 2006, the Board approved execution of a one-year contract with EcoInteractive, Inc. to implement and maintain a project management database for SBCAG and its member

agency staffs. The resulting product is EZTrak, an on-line comprehensive project-programming database. It is a "one-stop-shopping" environment for both SBCAG and local agency staff to view or amend project programming data. EZTrak includes programming data for all projects in SBCAG's Regional Transportation Plan (RTP), Regional Transportation Improvement Program (RTIP) and Federal Transportation Improvement Program (FTIP). Other projects that are not in those documents, such as local projects in the Measure D Program of Projects, could also be included in the database in the future. Local staffs are able to view the database through an internet link on their desktop computers and print reports depending on funding source and lead agency. Any questions, comments, concerns, or requests for amendments to project programming can be e-mailed to SBCAG staff from within the database system. In addition, EZTrak is designed to interface directly with the State's own project database system called CTIPs. The EZTrak system uploads changes to project information into the State's database so that our partners at Caltrans can view current information on our region's projects. This programming tool has created efficiencies between the multiple agencies working on the same project and also has increased SBCAG staff's efficiency in updating the RTP, RTIP, and FTIP.

EcolInteractive is a privately held company located in Davis, California and was founded in 1993 to provide software and consulting services for the data management needs of government and industry. Data for SBCAG's projects are stored on mainframe computers at a secured facility located in Davis. In addition to SBCAG, EcolInteractive's software is being used by the Sacramento Area Council of Governments (SACOG), the San Diego Association of Governments (SANDAG), the San Luis Obispo Council of Governments (SLOCOG), and the Southern California Association of Governments (SCAG). EcolInteractive's product is proprietary and they are the only firm providing a database of this sort to COGs and RTPAs.

The contractual arrangement under which EcolInteractive operates is a fixed annual fee that covers hosting of EZTrak, continued staff training, technical support, and maintenance support. The proposed annual fee for the contract extension is \$25,800. This cost includes an approximately 3.2% increase over the current rate, of \$25,000, for a 12-month period. This increase is a consumer price index increase proposed by EcolInteractive. Maintenance of the database by SBCAG staff will be funded with state and federal project management funds which cannot be used for capital purposes such as street repair.

Based on the cost effectiveness of the program and the quality services being provided by the project management database SBCAG staff recommends that the EZTrak Project Programming Database services be continued for an additional year.

Approval of this recommendation would authorize the Chair to sign a one-year extension of the contract with EcolInteractive, Inc. for an amount not to exceed \$25,800.

**ATTACHMENTS:** Contract amendment with EcolInteractive, Inc.

**COMMITTEE REVIEW:** TTAC supported the staff recommendation in 2006 to initiate a project management database.

**AMENDMENT NO. 2**

**TO THE CONTRACT DATED  
October 16, 2006**

It is mutually agreed that the Contract for Project Tracker Database Services between the Santa Barbara County Association of Governments (SBCAG) and the CONSULTANT (EcoInteractive, Inc.) is hereby amended as stated below:

➤ **Amend Article 3 to read:**

The term of this agreement shall be from ~~November 1, 2006 to October 31, 2007~~ ~~November 1, 2007 to October 31, 2008~~ **November 1, 2008 to October 31, 2009**, unless an extension is granted in writing by SBCAG. Unless terminated sooner in accordance with its terms, this contract shall terminate on the completion of EcoInteractive, Inc.'s services hereunder.

➤ **Amend Article 17A. to read:**

For services rendered, SBCAG shall pay EcoInteractive, Inc. a fee that shall not exceed the total budgeted amount detailed in Exhibit "B" of ~~TWENTY FIVE THOUSAND DOLLARS (\$25,000)~~ **TWENTY FIVE THOUSAND EIGHT HUNDRED DOLLARS (\$25,800)**, including all costs, overhead, and fixed fee expenses. Such billings, up to the specified amount, shall constitute full and complete compensation agreed upon by SBCAG and EcoInteractive, Inc.

IN WITNESS WHEREOF, the parties hereto have executed this amendment on the day and year below written, but effective as of the day and year first set forth above.

**EcoInteractive, Inc.**

By: \_\_\_\_\_  
Name: Anne Happel  
Director of Marketing and  
Title: Sales  
Date: \_\_\_\_\_

**SBCAG**

By: \_\_\_\_\_  
Name: Brooks Firestone  
Title: Chair, SBCAG  
Date: \_\_\_\_\_

Attest:

By: \_\_\_\_\_  
Name: Jim Kemp  
Title: Executive Director  
Date: \_\_\_\_\_

Approved as to Form and Procedure:

Kevin Ready

County Counsel

By:

---

Deputy County Counsel,  
Counsel for SBCAG