

PAYMENT METHOD: Task Assignments via mini-bid requests with lump-sum budgets with milestone payment schedules to deliver the services offered in the selected mini-bid response. All consultant labor shall be governed by fully loaded, not-to-exceed, hourly rates per each selected consultant's master contract. Rates shall be proposed only for the first year. Rates for years four through five of the contract may be adjusted per the rule contained in Article 5, Item III of the RFP's draft contract (**Attachment 2**): "The agreed-upon rates for the first contract year of this AGREEMENT may be adjusted for the second, third, fourth and fifth contract years. Rates for the second, third, fourth and fifth contract years may be adjusted annually by the lower of either the percent change for the Producer Price Index – Architectural, Engineering and Related Services (Series ID: PCU5413-5413--) for the most recent 12 month period as calculated by the U.S. Department of Labor – Bureau of Labor Statistics, or 1.5 percent, subject to current market conditions.").

If NYMTC requests a Tier II task assignment of duration longer than 12 months, then firms shall assume no rate adjustments for proposed consultant personnel for the second year (and third, and fourth, etc.) of the contract.

COMPLEXITY: The level of complexity for this project is moderately complex.

OTHER CONTRACT OBJECTIVES:

- Selection of three to five responsive and responsible teams of consultants.
- 10 percent or more DBE subconsultant participation over the life of the contract by each firm being awarded a contract via this RFP.
- Fair and equitable treatment of all firms participating in the competitive consultant selection process.

C. Background

This project has been established to assist and support NYMTC's professional staff on an as-needed basis with the initiation and/or completion of a variety of Planning, Technical, and Administrative task assignments for NYMTC's Central Staff as well for the Staffs of NYMTC's three Transportation Coordination Committees (Mid-Hudson South TCC, Nassau-Suffolk TCC and New York City TCC), as outlined in NYMTC's Council-approved annual Unified Planning Work Program (UPWP). NYMTC's UPWP is downloadable from NYMTC's website: [www.nymtc.org](http://www.nymtc.org/files/UPWP2011-2012/UPWP2011-12_RevisedForAction_%2042111.pdf) - the specific link is: http://www.nymtc.org/files/UPWP2011-2012/UPWP2011-12_RevisedForAction_%2042111.pdf. Task assignments may also come from NYSDOT.

NYMTC is an association of governments and transportation agencies which serves as the officially designated Metropolitan Planning Organization (MPO) for New York City, Long Island, and the lower Hudson Valley in the downstate New York metropolitan area. This is a solicitation to augment NYMTC staff via three teams of consultant to provide professional consultant planning services to NYMTC, the Downstate New York Metropolitan Planning Organization (MPO) in its 10 county area and beyond (Nassau, Putnam, Rockland, Suffolk and Westchester Counties, and the Five Boroughs of the City of New York).

Federal requirements mandate that NYMTC have and maintain a coordinated planning process that produces several planning products, which serve to frame the region's transportation planning decision making; NYMTC's planning process is also required to ensure the region's continued eligibility to Federal planning and capital funds. NYMTC's major planning products are: 1) a long range Regional Transportation Plan (RTP) that maintains a 20-year planning horizon, 2) a short range (three to five year) Transportation Improvement Program (TIP), 3) requisite air quality conformity analysis and determinations for the RTP and TIP, and 4) an annual Unified Planning Work Program (UPWP). The genesis of all other NYMTC products, including regional forums, public involvement,