



Washington Metropolitan Area Transit Authority
METRO ELECTRONIC ACTION DOCUMENT

IDENTIFICATION			
MEAD ID:	99336	ACTION:	Initiate & Award
AWARD VALUE:	(Not yet awarded)	CONTRACT: (Proposed)	
FUND SOURCES: (View)		CONTRACTOR:	
LAST MODIFIED:	03/03/2006		

DESCRIPTION	
SUBJECT:	Seeking Board approval to initiate and award a contract to update WMATA's strategic plan.
PURPOSE:	Seek Board approval to initiate and award a consulting services contract to update WMATA's Strategic Plan. The Strategic Plan update will include the development of benchmarks and performance measures and will be incorporated into a performance-based budgeting process.

ORIGINATION					
INITIATOR			DEPARTMENTAL APPROVAL		
SCOTT KUBLY on 03/01/2006			Not Approved Yet		
PHONE:	--	OFFICE:	BPPD	DEPT:	Planning and Strategic Pr

COORDINATION (ROUTING)		
OFFICE	NAME	ACTION/DATE
(8110)	THOMAS, EDWARD	Not Reviewed Yet
CFO1 (2110)	WOODRUFF, HARRY	Not Reviewed Yet
COUN (1410)	O'KEEFFE, CAROL	Not Reviewed Yet

FINAL APPROVALS	
OFFICE	NAME/ACTION
GM	GMGR CEO (Not Yet Approved)
BOARD	BOARD WMATA (Not Yet Approved)



Washington Metropolitan Area Transit Authority
METRO ELECTRONIC ACTION DOCUMENT

NARRATIVE

On September 22, 2005 the WMATA Board directed by resolution #2005-43 that staff should prepare a scope, schedule and budget for the development of a business plan. This should include an update of the strategic plan, adoption of performance measures and benchmarks, and a multi-year financial forecasting process. On February 9, 2006 staff provided a detailed scope of work outlining specific tasks and a schedule of when the work will be completed.

Staff will meet most of the Board's request within the existing budget. However, consultant support is needed to respond to portions of the Board's request. Specifically, the selected consultant will work with WMATA staff and the Board to identify a Strategic Planning Subcommittee to guide the update, conduct stakeholder outreach, revalidate and/or update the existing Strategic Plan, define the structure of WMATA's business plan, define strategic performance measures, conduct a best budgeting practices peer review of other transit properties and comparable non-transit private and public sector organizations, and review the best practices of policy boards. The final product will be an updated strategic plan, performance measures, and business plan.

Alternative:

The alternative is to not fund the project.

Impact of Funding:

Remaining Budget: \$250,000
Budget: IRP, Fiscal 2006
Project Title: Project Development
Budget Information: FY2006
Budget Amount: \$250,000
This Action: \$250,000
Prior Obligations: \$0.00
Remaining Budget: \$250,000

Prior Approvals:

1) September 22, 2005 the WMATA Board directed by resolution #2005-43 that staff should prepare a scope, schedule and budget for the development of a business plan.

DBE Requirements:

Pursuant to the WMATA Board Resolution No. 2003-41, the DBE goal for this contract is 21% .

Affirmative Action Requirements:

The Contractor will be required to comply with Executive Order 11246, Revised Order No. 4 if the contractor has 50 or more employees and the contract is \$50,000 or more.

Recommendation:

That the Board authorize the GM to initiate and award a competitive contract the development of a strategic plan, performance measures, and benchmarks.