

# **DRAFT SCOPE OF WORK**

## **Joint Transportation Committee 2009-11 Ferry Financing Study**

The Joint Transportation Committee's Ferry Finance Study consultant is "to monitor implementation of study recommendations and legislative direction, and to make recommendations to the 2010 legislature regarding an implementation plan for a reservation system." 2009-11 Transportation Conference Report, p. 39.

### **A. Scope of Work: July 1, 2009 to June 30, 2011**

#### **Task 1: Reservation System Recommendations**

The consultant will:

- Work with and monitor Ferries' progress as it develops the reservation system pre-design report required by ESSB 5352 Section 309 (10).
- Conduct independent research and evaluation on reservation systems and their integration with electronic fare system (EFS) and smart card programs, if needed.
- Prepare a report on the reservation system, EFS, and smart card implementation by December 15, 2009 for consideration in the 2010 legislative session. The report will:
  - Analyze and provide recommendations on Ferries' proposed system.
  - Analyze and provide recommendations on Ferries' capital and operating cost estimates for the reservation system.

#### **Task 2: Monitor Implementation of Study Recommendations and Legislative Direction**

The consultant will track Ferries' implementation of JTC Ferry Financing Study Recommendations and Legislative direction. The consultant will provide informal quarterly updates to staff of the House, Senate, and Joint Transportation Committees on:

- Ridership trends and projections.
- Vehicle level of service standard development.
- Operational and pricing strategies, in addition to reservations.
- Terminal design standards.
- Capital program expenditure levels.
- Vessel out-of-service time
- Status of SSB 5352 required reports.
- Other areas as requested.

### **Task 3: Support to Transportation Committees**

The consultant will provide on-going support as needed to staff and members of the House, Senate, and Joint Transportation Committees on ferry related issues.

### **Budget**

The project team will include the following individuals with their billing rates for July 1, 2009 through June 30, 2011.

	<b>Title</b>	<b>2009-10 Hourly Rates</b>
<b>Cedar River Group</b>		
Kathy Scanlan	Partner – Project Manger	\$210.00
Rhonda Peterson	Associate	\$125.00
Karen Flink	Associate	\$ 75.00
Blair Scanlan	Associate	\$ 65.00
<b>R. L. Collier</b>		\$212.00
<b>John Boylston</b>		\$125.00

Additional sub-consultants may be proposed subject to the approval of the JTC.

The budget is estimated to be divided between the three tasks as follows.

Task 1: Reservations	\$ 75,000
Task 2: Monitoring	\$ 50,000
Task 3: Transportation Committee Support	\$ 75,000

Consultant's monthly billing will be categorized by task to facilitate tracking expenditures.