

**TO:** Board of Trustees  
**THROUGH:** Jay Fox, Executive Director  
**FROM:** Nichol Bourdeaux  
**PRESENTER(S):** Russ Fox, Planning Director

Alex Beim, Manager Long-range and Strategic Planning  
Dede Murray, Strategic Planner III

**TITLE:**

---

**Contract: 2023-2024 On-Board Survey (Resource Systems Group Inc.)**

---

**AGENDA ITEM TYPE:**

Procurement Contract/Change Order

---

**RECOMMENDATION:**

Approve and authorize the Executive Director to execute the contract and associated disbursements with Resource Systems Group Inc. in the amount of \$674,998.00 to conduct an on-board survey of UTA riders.

---

**BACKGROUND:**

On 21 August 2023, the Board of Trustees discussed a pre-procurement to conduct a customer survey of riders as required by the Federal Transit Administration to carry out U.S. Department of Transportation Title VI regulations and to understand rider origins and destinations to calibrate the regional travel demand model.

---

**DISCUSSION:**

The contract is for surveying riders on bus, rail, and on-demand services. Services include development of questions, survey methods and sampling plan. The survey will provide results of demographic and fare data per federal requirements and provide origin-destination data surveyed as well as expansion factors for travel pattern estimation.

The survey administration is anticipated to be conducted beginning in February 2024 and concluded by June 2024.

It will target respondents from across the system traveling on bus and rail routes and on-demand services at all times of the day, identify peak period vs. off-peak period respondents and weekend travelers.

The survey must produce a statistically valid sample of all UTA bus and rail routes and on-demand service, identifying minorities and low-income riders and fare payment types.

---

**CONTRACT SUMMARY:**

<b>Contractor Name:</b>	Resources Systems Group, Inc.
<b>Contract Number:</b>	23-03771
<b>Base Contract Effective Dates:</b>	20December 2023 – 31 December 2024
<b>Extended Contract Dates:</b>	N/A
<b>Existing Contract Value:</b>	N/A
<b>Amendment Amount:</b>	N/A
<b>New/Total Contract Value:</b>	\$674,998.00
<b>Procurement Method:</b>	RFP Best Value
<b>Budget Authority:</b>	Planning Operating Budget

---

**ALTERNATIVES:**

The survey is required under Title VI requirements. Failure to conduct a survey could put UTA out of compliance with federal regulations and result in loss of federal funds.

---

**FISCAL IMPACT:**

The funds for this contract are included in the 2023 and 2024 Planning Operating Budgets

---

**ATTACHMENTS:**

UTA Contract #23-03771