

SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY
BOARD OF DIRECTORS

RESOLUTION No. 250401-028

WHEREAS The SFMTA requires budget support, financial reconciliation, and procedure documentation assistance from qualified consultants to address the significant fiscal deficit estimated to reach as much as \$320 million starting in Fiscal Year 2026-27; and,

WHEREAS, The SFMTA awarded Contract No. 2023-52 to Equilibrium Collaborative, LLC (Equilibrium Collaborative or Contractor) on October 23, 2023 for an amount of \$499,345 and a term of one year following a competitive procurement; and,

WHEREAS, The SFMTA amended the Contract to extend the term for three months, expiring on January 23, 2025, and increased the Contract amount by \$249,650 for services provided during the modified term of the Agreement, for a total amount not to exceed of \$749,025; and,

WHEREAS, The Contractor provided the SFMTA's Finance and Information Technology Division with budget support, financial reconciliation, and procedure documentation services; and,

WHEREAS, A retroactive term extension of nine months is necessary to provide knowledge transfer of the previous work performed for the division with budget support, financial reconciliation, and procedure documentation services; and,

WHEREAS, The requested Contract amendment meets the requirements under Administrative Code Sections 21.5(b) to extend the Contract beyond the original solicitation as Contractor is the sole firm that can provide knowledge transfer for the previous work they performed; and,

WHEREAS, On February 10, 2025, the SFMTA, under authority delegated by the Planning Department, determined that the modifications to SFMTA Contract 2023-52 is not defined as a "project" under the California Environmental Quality Act (CEQA) pursuant Title 14 of the California Code of Regulations Sections 15060(c) and 15378(b); and,

WHEREAS, A copy of the CEQA determination is on file with the Secretary to the SFMTA Board of Directors, and is incorporated herein by reference; now, therefore, be it

RESOLVED, That the San Francisco Municipal Transportation Agency Board of Directors approves a Second Amendment to Contract No. SFMTA-2023-52: Budget Support, Financial Reconciliation and Procedure Documentation Consulting Services with Equilibrium Collaborative, LLC (Equilibrium Collaborative or Contractor), to retroactively extend the agreement term for an additional nine months until October 23, 2025, with no increase to the Contract amount.

I certify that the foregoing resolution was adopted by the San Francisco Municipal Transportation Agency Board of Directors at its meeting of April 1, 2025.



Secretary to the Board of Directors
San Francisco Municipal Transportation Agency