

Date: August 14, 2019

To: Board of Directors

From: Doug Kelsey

Subject: RESOLUTION NO. 19-08-64 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH WSP USA, INC. (WSP) FOR DESIGN SERVICES FOR TRIMET'S FACILITIES SYSTEM MASTER PLAN

1. Purpose of Item

This Resolution requests that the TriMet Board of Directors (Board) authorize the General Manager or his designee to execute a contract with WSP USA, Inc. (WSP) for Design Services for TriMet's Facilities System Master Plan (Contract).

2. Type of Agenda Item

- Initial Contract
- Contract Modification
- Other _____

3. Reason for Board Action

Board authorization is required for personal services contracts obligating TriMet to pay in excess of \$500,000.

4. Type of Action

- Resolution
- Ordinance 1st Reading
- Ordinance 2nd Reading
- Other _____

5. Background

In support of TriMet's operations, a substantial facilities support system is required to maintain buses, light rail vehicles, and other equipment in good, clean working condition, as well as to house office workers and maintenance staff in clean and safe buildings. As TriMet's operations expand to serve a growing Portland metro area, the Agency must continually adapt and plan for the future, considering regional population growth, urban development and future system needs.

Therefore, TriMet intends to engage a contractor to create a Facilities System Master Plan (FSMP) to proactively guide TriMet's expansion and development of the facilities it requires to support transit service and operations as the region continues to grow. The selected contractor will develop the master plan, focusing on four key areas: planning and growth projections; architectural programming and space planning; civil design; and cost estimating.

6. Procurement Process

TriMet conducted a competitive, qualifications based Request for Proposals (RFP) process in accordance with ORS 279C.105, Oregon's method for procuring engineering services. The RFP was issued on April 5, 2019 with a due date of April 26, 2019. The RFP was advertised on TriMet's TriP\$ website. A pre-proposal meeting for interested firms was held on April 11, 2019 at TriMet's Harrison Square office, with representatives of seven (7) firms attending. In response to the RFP, TriMet received proposals from Convergence Architecture (Convergence); STV, Inc. (STV) and WSP.

An Evaluation Committee (EC), consisting of staff from TriMet's Engineering & Construction, Maintenance Operations, and Operations Planning and Development departments reviewed, evaluated and scored the proposals. The evaluation criteria in the RFP included Corporate Experience; Personnel Experience; Work Plan and Diversity; Availability in Portland and Track Record; and Cost Estimating and Cost Controls. A total of 100 points were available, and price was not included as an evaluation factor. After reviewing initial technical scores, the EC determined that interviews with firms were not necessary, and negotiations were opened with WSP. A summary of the scoring is shown below:

Criteria (points)	Proposers		
	Convergence	STV	WSP
Corporate Experience (15)	11.4	10.4	13.4
Personnel Experience (30)	23.2	22.6	26.2
Work Plan/Diversity (35)	27.2	25.2	30.6
Local Presence (10)	7.6	7.0	8.4
Cost Estimating/Controls (10)	8.2	8.4	9.6
Total	77.6	73.6	88.2

WSP was asked to submit labor, overhead, and profit rates for itself and any subcontractors. TriMet staff has determined that WSP's negotiated rates are fair and reasonable in relation to the local market for this type of work and comparison with other rates for similar services.

In accordance with a Qualifications-Based Selection, the overall contract value was also negotiated after selection of the contractor. The attached Resolution authorizes the award of a contract in an amount not to exceed \$2,500,000 for the Project. The negotiated contract amount is also within the budget established for this work.

7. Diversity

WSP's workforce is comprised of 35 percent (35%) women and 29 percent (29%) minorities. WSP will be utilizing M/W/E/SDVBE certified firms for approximately 25 percent (25%) of the work in the areas of construction cost estimating, structural engineering, utility design, systems engineering, electrical work and surveying.

8. Financial/Budget Impact

The maximum amount of this task order-based Contract will be \$2,500,000 over a five (5) year period. Task order amounts are included in the annual Engineering and Construction budgets.

9. Impact if Not Approved

If the Resolution is not approved, TriMet could re-procure the Contract. However, this option is not recommended because WSP is a well-qualified firm and has offered fair and reasonable pricing. The Contract was acquired by means of an RFP process, and its re-procurement would not be likely to result in lower costs or a higher quality firm.



RESOLUTION NO. 19-08-64

**RESOLUTION NO. 19-08-64 OF THE TRI-COUNTY METROPOLITAN
TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A
CONTRACT WITH WSP USA, INC. (WSP) FOR DESIGN SERVICES FOR THE
FACILITIES SYSTEM MASTER PLAN**

WHEREAS, TriMet has authority under ORS 267.200 to enter into a contract with WSP USA, Inc. (WSP) for Design Services for the Facility Systems Master Plan (Contract); and

WHEREAS, the total value of the Contract exceeds \$500,000; and

WHEREAS, by Resolution dated October 25, 2017, the TriMet Board of Directors (Board) adopted a Statement of Policies requiring it to approve personal services contracts obligating TriMet to pay in excess of \$500,000;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Contract shall conform with applicable law.
2. That the General Manager or his designee is authorized to execute the Contract in an amount not to exceed \$2,500,000, for a term of five years.

Dated: August 14, 2019

Attest:

Presiding Officer

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department

