

Date: February 28, 2018

To: Board of Directors

From: Shelley Devine, Interim General Manager

Subject: RESOLUTION 18-02-16 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT MODIFICATION WITH CH2M HILL, INC FOR THE DEVELOPMENT OF A TRANSIT ASSET MANAGEMENT PLAN

1. Purpose of Item

The purpose of this item is to request that the TriMet Board of Directors (Board) authorize the General Manager to execute a contract modification with CH2M Hill, Inc. (CH2M) for the development of a Transit Asset Management Plan (Services).

2. Type of Agenda Item

- Initial Contract
- Contract Modification
- Other _____

3. Reason for Board Action

The proposed contract modification will cause the contract to exceed the amount previously authorized by the Board.

4. Type of Action

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

5. Background

At its May, 2016 meeting, the Board approved Resolution 16-05-34, authorizing a Contract with CH2M for an amount not-to-exceed \$937,885.97 for the Services. The Contract included nine tasks and pricing was based on hourly rates and work plans to accomplish all nine tasks. Following contract execution to date, CH2M has performed satisfactorily under the Contract.

The additional funds being requested by the attached Resolution will cover updates to the TriMet inventory and condition assessment, training on Transit Asset Management (TAM) tools, requested database improvements, conversion of data, scenario modeling, and review of functional systems requirements analysis. The circumstances that caused the need for the additional services were not known at the time of issuance of the competitive Request for Proposals (RFP) or at the time of contract award. The additional services are necessary due to

a need for additional information and verification of the state-of-good repair backlog to ensure the analysis is complete, accurate, and meets Federal Transit Administration's requirements.

No rate increases have been authorized to date. Staff requests that the Board approve the attached Resolution for additional funding in an amount not-to-exceed \$250,000 for the Services described above.

6. Procurement Process

The contract was procured through a competitive RFP process as described above.

7. Diversity

In its initial proposal, CH2M identified subcontracting opportunities for certified firms in an amount of 10% of the contract amount. Since contract execution, CH2M has achieved 9% on the contract thus far and expects to achieve a total utilization rate of 10% for the entire contract.

8. Financial/Budget Impact

The additional funds are budgeted for in the Finance Division Budget and Grants Department in Fiscal Year 2018.

9. Impact if Not Approved

If the Board elects not to approve the attached Resolution, CH2M will not be able to satisfactorily complete the requirements of the contract and TriMet would risk non-compliance with federal requirements, which could result in a potential loss of federal funding if the TAM Plan is not developed and implemented in accordance with the federal guidelines.

RESOLUTION 18-02-16

RESOLUTION OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT MODIFICATION WITH CH2M HILL, INC FOR THE DEVELOPMENT OF A TRANSIT ASSET MANAGEMENT PLAN

WHEREAS, TriMet has authority under ORS 267.200 to execute a contract modification with CH2M Hill, Inc. for the development of a Transit Asset Management Plan (Contract Modification); and

WHEREAS, the total amount of the Contract Modification exceeds the previous amount authorized by the TriMet Board of Directors (Board); and

WHEREAS, the TriMet Board, by Resolution dated October 27, 2017, adopted a Statement of Policies requiring the Board to authorize contract modifications obligating TriMet to pay in excess of the amount previously authorized by the Board;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Contract Modification shall be in conformance with applicable laws.
2. That the General Manager or the General Manager's designee is authorized to execute the Contract Modification in an amount not to exceed \$250,000.

Dated: February 28, 2018

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department