

**Date:** January 24, 2018

**To:** Board of Directors

**From:** Neil McFarlane 

**Subject:** **RESOLUTION 18-01-08 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH PARAMETRIX, INC. FOR PRELIMINARY DESIGN SERVICES FOR THE MAX RED LINE EXTENSION AND RELIABILITY IMPROVEMENTS PROJECT**

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**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 with Parametrix, Inc. (Parametrix) for preliminary design services for TriMet's MAX Red Line Extension and Reliability Improvements Project (Project).

**2. Type of Agenda Item**

- Initial Contract  
 Contract Modification  
 Other \_\_\_\_\_

**3. Reason for Board Action**

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

**4. Type of Action**

- Resolution  
 Ordinance 1<sup>st</sup> Reading  
 Ordinance 2<sup>nd</sup> Reading  
 Other \_\_\_\_\_

**5. Background**

This Project provides improvements at the Gateway Transit Center and at Portland International Airport to improve service reliability and reduce delays on the MAX Red Line. The Project also includes work to extend the MAX Red Line service to the Fair Complex Station beyond Beaverton Transit Center. Design of the systems elements for the Fair Complex extension segment was previously awarded to LTK Engineering Services, Inc. and was approved by the Board at its December 2015 meeting via Resolution 15-12-74 for an amount not-to-exceed \$500,000.00. Design of the Fair Complex extension site, operator break room building, and civil elements was awarded separately to AKANA in December 2015.

The design of the Fair Complex extension has reached substantial completion, with final permitting remaining.

The Project is estimated to increase ridership by about 5,000 daily trips with the estimated additional fare revenue covering 78% of the increased operating cost. The Project is being broken down into phases with the initial phase focusing on project development and advancing design of the Project from 5% to 15%, including site, building, structures, track, and systems elements. The second phase shall advance design from 15% to 30% and complete the documentation required for the Project under the National Environmental Policy Act (NEPA) and related legislation.

## **6. Procurement Process**

A competitive Request for Proposals (RFP) process was used to select the contractor for the Project. The RFP was issued on October 19, 2017 and proposals were due on November 16, 2017. A total of 1,491 vendors were notified of the RFP and 129 vendors downloaded a copy.

Prior to the RFP being issued, vendor outreach was performed through an informational meeting held on September 6, 2017. Notice of the informational meeting was sent to the same pool of 1,491 vendors and the meeting was attended by 51 individuals representing 41 firms. The meeting provided an overview of the Project, a description of TriMet's Disadvantaged Business Enterprise (DBE) Program and business inclusion requirements, and an opportunity for networking and asking questions prior to issuance of the RFP. Additional vendor outreach was performed through notification of the Abadan Regional Plan Center, IMS, iSqFt, Prime Vendor, Inc., Seattle Daily Journal of Commerce, Spokane Regional Plan Center, Sub-Hub; and through a pre-proposal meeting attended by 19 firms held on October 31, 2017.

This RFP was subject to the Brooks Act, also known as a Qualifications-Based Selection. Qualifications-Based Selection is a procurement process utilized when selecting architects and engineers for design contracts. In a Qualifications-Based Selection procurement, the agency must select the most qualified firm, and then negotiate a fair and reasonable price for the required professional services. Price quotations are not permitted as a consideration in the selection process.

TriMet appointed an evaluation committee (EC) to review and evaluate the proposals, which was comprised of staff from TriMet's Policy and Planning division, Capital Projects and Construction division and Office of Diversity and Transit Equity. EC members were selected based on their expertise, experience, and knowledge related to the Project. TriMet received a total of four proposals from Parametrix, Convergent Pacific LLC (CP), CH2M Hill, Inc. (CH2M), and WSP USA, Inc. (WSP). The EC ranked the proposals in accordance with the procedures and criteria established in the RFP. After completing the initial review process, the EC determined that all four firms were in the competitive range for interviews. After interviews, the EC determined that Parametrix was the highest ranked proposer. Final full scores for the proposers are as follows:

Firm	Possible Points	Parametrix	CH2M	WSP	CP
Corporate Experience	15	13.0	13.8	13.6	11.0
Personnel Experience	35	31.2	29.8	29.0	28.4
Work Plan/Quality Plan / Diversity Plan	30	27.8	25.8	25.4	23.2
Availability in Portland and Track Record	10	8.8	8.8	7.0	8.6
Cost Estimating and Controls	10	9.2	9.0	9.0	8.6
<b>Total Score</b>	<b>100</b>	<b>90.0</b>	<b>87.2</b>	<b>84.0</b>	<b>79.8</b>

Accordingly, TriMet proposes to award a contract to Parametrix.

In accordance with a Qualifications-Based Selection, the direct labor costs and overall contract value were negotiated after selection of the contractor. The attached Resolution authorizes the award of a contract in an amount not to exceed \$3,610,000 for the Project. TriMet staff has determined that the 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. The negotiated contract amount is also within the budget established for this work.

The preliminary design services for the Project are expected to be completed in the spring of 2019 with final completion of construction expected in the summer of 2022. The total cost for the Project through final completion of construction is estimated at \$206,300,000.

#### 7. Diversity

In its proposal, Parametrix indicated it would utilize Disadvantaged Business Enterprise (DBE) contractors for approximately 28 percent of the work in the areas of urban planning, noise evaluations and mitigation, cost estimating and risk evaluations, surveying, and geotechnical services.

#### 8. Financial/Budget Impact

A portion of the preliminary design work for the Project is included in the FY 2018 General Fund budget. Completion of Project design is planned as part of TriMet's FY 2019 and 2020 Capital Program budgets.

**9. Impact if Not Approved**

If the Board decides not to approve this contract, TriMet's alternative would be to hire additional staff to complete the design work, resulting in significant delays to the Project. In addition, the Project requires highly specialized expertise and the need for additional staff would not exist after the work is completed.

**RESOLUTION 18-01-08**

**RESOLUTION OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH PARAMETRIX FOR PRELIMINARY DESIGN SERVICES FOR THE MAX RED LINE EXTENSION AND RELIABILITY IMPROVEMENTS PROJECT**

WHEREAS, TriMet has authority under ORS 267.200 to enter into a contract with Parametrix, Inc. for preliminary design services for the Max Red Line Extension and Reliability Improvements Project (Contract); and

WHEREAS, the total amount of the Contract is expected to exceed \$500,000; and

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

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the Contract shall be in conformance with applicable laws.
2. That the General Manager or the General Manager's designee is authorized to execute the Contract in an amount not to exceed \$3,610,000.

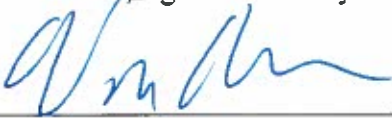
Dated: January 24, 2018

Attest:

\_\_\_\_\_  
Presiding Officer

\_\_\_\_\_  
Recording Secretary

Approved as to Legal Sufficiency:

  
\_\_\_\_\_  
Legal Department