

**Date:** October 24, 2018

**To:** Board of Directors

**From:** Doug Kelsey

**Subject:** RESOLUTION 18-09-74 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH WSP, USA INC. FOR RUBY JUNCTION YARD EXPANSION PROJECT DESIGN SERVICES

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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 WSP USA, Inc. (WSP) for Ruby Junction Yard Expansion Design Services (Services).

**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**

TriMet's Ruby Junction facility is in need of upgrades and expansion. The upgrades required include an expansion of light rail vehicle (LRV) storage capacity, extending a test track for LRV acceptance testing and troubleshooting, renovating the Ruby Junction main office building, adding a ground level parts warehouse, adding a service line LRV cleaning bay, adding additional track connectivity in and out of the yard, and adding a consolidated unit repair facility.

Through a phased multi-year approach, TriMet is seeking a contractor to take the LRV storage track and test track extension through final design and construction. The remaining needs will be addressed through a master planning effort in future years. Additionally, the Contractor

will and provide assistance during the associated construction work. The construction of these two concepts will need to be completed prior to the delivery of the first Type VI LRV.

## 6. Procurement Process

TriMet conducted a competitive, qualifications based Request for Proposals (RFP) process in accordance with Brooks Act procedures, required when procuring engineering services with federal funds. The RFP was issued on June 29, 2018 with a due date of July 20, 2018. A pre-proposal meeting for interested firms was held on July 9, 2018, at TriMet. TriMet received four proposals in response to the RFP from AECOM Technical Services, Inc. (AECOM); HDR Engineering, Inc. (HDR); Waterleaf Architecture (Waterleaf); and WSP.

An Evaluation Committee (EC) comprised of staff from TriMet's Capital Projects and Operations Divisions was appointed to review, evaluate and score the proposals. The evaluation criteria in the RFP included Firm Experience; Qualifications of Staff; Work Plan and Diversity; and Local Presence, Availability and Track Record. A total of 100 points was available. In accordance with Brooks Act procedures, price was not included as an evaluation factor. The following tables summarize initial scoring:

Criterion (points)	Proposers			
	AECOM	HDR	Waterleaf	WSP
Corporate Experience (15)	14.42	14.17	14.17	14.58
Personnel Experience (35)	30.33	31.00	32.00	32.33
Work Plan/Diversity (30)	26.33	24.00	25.33	27.33
Local Presence (10)	8.17	5.83	9.17	7.17
Cost Estimating/Controls (10)	8.00	7.17	6.67	8.33
<b>Total</b>	<b>87.25</b>	<b>82.17</b>	<b>87.34</b>	<b>89.74</b>

After reviewing initial technical scores, the EC elected to interview the top two firms, Waterleaf and WSP. These interviews were conducted on August 7 and August 8, 2018. Key members of the proposed project team from each firm were present and answered questions from EC regarding their technical proposals. Following the interviews, the EC rescored the two firms. Final scores for the two firms are as follows:

Criterion (points)	Proposers	
	Waterleaf	WSP
Corporate Experience (15)	14.50	14.50
Personnel Experience (35)	32.83	32.83
Work Plan/Diversity (30)	25.33	28.17
Local Presence (10)	9.67	7.17
Cost Estimating/Controls (10)	7.00	8.67
<b>Total</b>	<b>89.33</b>	<b>91.34</b>

Following concurrence by the Executive Director of Capital Projects and Construction, TriMet formally opened negotiations with WSP. WSP was asked to submit labor, overhead, and profit rates for themselves and any subcontractors. 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.

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 \$2,800,000 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% women and 29% minorities. WSP anticipates a DBE percentage of 16% on this project. They anticipate subcontracting work to certified firms in the following areas: structural engineering; electrical engineering; systems engineering; architecture; geotechnical engineering; surveying; landscape architecture; civil engineering; environmental; and communications.

**8. Financial/Budget Impact**

The maximum amount of the contract will be \$2,800,000 over 5 years. This is a task order based contract. Task order amounts are covered under annual Capital Projects budgets.

**9. Impact if Not Approved**

TriMet could re-procure the contract, however, this option is not recommended because WSP is a well-qualified firm and have offered fair and reasonable pricing and re-procurement is unlikely to result in greater competition.

**RESOLUTION 18-10-74**

**RESOLUTION OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH WSP, USA INC. FOR RUBY JUNCTION YARD EXPANSION PROJECT DESIGN SERVICES**

**WHEREAS**, TriMet has authority under ORS 267.200 to enter into a contract with WSP USA, Inc. (WSP) for Ruby Junction Yard Expansion Project Design Services (Contract); and

**WHEREAS**, the total amount of the Contract shall 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 his designee is authorized to execute the Contract in an amount not to exceed \$2,800,000.

Dated: October 24, 2018

Attest:

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

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

Approved as to Legal Sufficiency:

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