

**Date:** January 26, 2022

**To:** Board of Directors

**From:** Sam Desue, Jr.

**Subject: RESOLUTION NO. 22-01-01 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH DAVID EVANS AND ASSOCIATES, INC. FOR DESIGN AND ENGINEERING SERVICES FOR THE HOLLYWOOD TRANSIT CENTER COMMUNITY AND TRANSIT INFRASTRUCTURE PROJECT**

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**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 David Evans and Associates, Inc. (David Evans) for Design and Engineering Services (Contract) for the Hollywood Transit Center Community and Transit Infrastructure Project (Project).

**2. Type of Agenda Item**

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

**3. Type of Contract Procurement**

- Low Bid / Invitation to Bid (ITB)
- Request for Proposals (RFP)
- Request for Qualifications (RFQ)
- Other (inc. sole source) \_\_\_\_\_

**4. Reason for Board Action**

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

**5. Type of Action**

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

**6. Background**

The Hollywood Transit Center at NE 42<sup>nd</sup> and Halsey was constructed in 1986 as part of TriMet's first light rail project, and is currently used as a bus stop and transfer station for three bus lines. As part of TriMet's Transit Oriented Development (TOD) program, TriMet is working with BRIDGE Housing to redevelop a portion of the site for a 200 unit affordable housing development.

On the balance of the site, TriMet intends to develop community facilities and revitalize elements of the current transit infrastructure. TriMet will remain the owner, end user, operator and maintainer of all the transit and public infrastructure assets designed and constructed at this location.

The scope of the proposed Contract with David Evans is exclusively for design and engineering services for the community and transit infrastructure elements. TriMet anticipates that these design and engineering services will increase and enhance public access and use of the site, meet TriMet's current safety and security standards, and play a key role in supporting TriMet's TOD goals.

The general scope of the work to be performed by David Evans under this Contract includes design and engineering of the following major components:

1. A new in-street bus stop configuration that shifts the existing bus stops out of the middle of the site.
2. Improved site frontage and intersection of NE 42<sup>nd</sup> Avenue and NE Halsey Street to allow for bus operations on Halsey Street, and better signalization and pedestrian safety.
3. A new light rail substation within the vacated NE 42<sup>nd</sup> Avenue right-of-way to replace the existing substation, which is at the end of its useful life.
4. An improved connection to the existing pedestrian bridge to replace the existing stair/ramp structure.
5. A temporary ramp access to the pedestrian bridge to allow the transit center to continue functioning throughout construction.
6. A public courtyard area and public paseo.

In addition, David Evans will be responsible for obtaining a number of City of Portland permits for the Project, including but not limited to permits for vacation of a portion of NE 42 Avenue, Portland Bureau of Transportation (PBOT) street frontage improvements, and new traffic signals to support a safer intersection design.

## **7. Description of Procurement Process**

TriMet issued a Request for Proposals (RFP) on October 8, 2021, with the proposals due on October 25, 2021. A total of 707 vendors were notified of the RFP via the TriP\$ website. Additionally, TriMet staff conducted significant outreach to potential contractors, especially those certified by Oregon's Certification Office for Business Inclusion and Diversity (COBID), prior to the release of the RFP. Two vendors, David Evans and Zimmer Gunsul Frasca Architects LLP (ZGF), submitted proposals.

A Source Evaluation Committee (SEC) comprised of staff from various TriMet departments reviewed and evaluated the proposals. Departments represented were Real Estate and Transit-Oriented Development; Engineering, Construction, and Planning; and Transit Equity and Inclusion. The evaluation criteria included: (1) Corporate experience; (2) personnel experience; (3) work plan; (4) subcontractor and diversity plan; (5) availability and track record; and (6) cost estimating, cost controls, and value engineering. As required by statute, this was a Qualifications-Based Selection and price was not used as an evaluation factor.

After reviewing initial technical scores, the SEC determined that interviews with firms was not necessary and the negotiations should be opened with David Evans.

Summary of the proposal scoring:

Possible Points	David Evans	ZGF
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**Evaluation Criteria:**

Corporate Experience	10	9	8
Personnel Experience	30	28	24
Work Plan	30	27	22
Subcontractor and Diversity Plan	10	9	8
Availability and Track Record	10	8	7
Cost Estimating, Cost Controls, and Value Engineering	10	9	7
<b>Total Score . . .</b>	<b>100</b>	<b>89</b>	<b>76</b>

David Evans was asked to submit labor, overhead, and profit rates for itself 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 in comparison with other rates for similar services.

In accordance with a Qualifications-Based Selection, the overall value of the Contract was also negotiated after selection of the contractor. The attached Resolution authorizes the award of a Contract in an amount not to exceed \$3,100,000 for the services.

**8. Diversity**

David Evans' workforce is 32 percent female and 17 percent minority. David Evans will be utilizing M/W/E/SDVBE certified firms for approximately 50 percent of the work in the areas of urban design, utilities engineering, electrical engineering, and other specialized fields.

**9. Financial/Budget Impact**

The budget for this project is included within the approved FY2022 operating budget for Engineering, Construction and Planning.

**10. Impact if Not Approved**

If the Board decides not to approve this contract, TriMet could re-procure it. However, TriMet selected the best of two competitive proposals through the RFP process. Advertising the Contract a second time will cause delay and will be unlikely to generate additional or more favorable proposals. Furthermore, David Evans is well qualified to perform this work.

**RESOLUTION NO. 22-01-01**

**RESOLUTION NO. 22-01-01 OF THE TRI-COUNTY METROPOLITAN  
TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A  
CONTRACT WITH DAVID EVANS AND ASSOCIATES, INC. FOR DESIGN  
AND ENGINEERING SERVICES FOR THE HOLLYWOOD TRANSIT CENTER  
COMMUNITY AND TRANSIT INFRASTRUCTURE PROJECT**

**WHEREAS**, TriMet has authority under ORS 267.200 to enter into a personal services contract with David Evans and Associates, Inc. for Design and Engineering Services (Contract) for the Hollywood Transit Center Community and Transit Infrastructure Project; and

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

**WHEREAS**, the total amount of the Contract exceeds \$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 the total amount of \$3,100,000 for the Contract term ending January 31, 2025.

Dated: January 26, 2022

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Presiding Officer

Attest:

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Recording Secretary

Approved as to Legal Sufficiency:  
*Gregory E. Skillman*

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Legal Department