

Date: April 22, 2015

To: Board of Directors

From: Neil McFarlane *Neil McFarlane*

Subject: **RESOLUTION 15-04-16 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH FAITHFUL + GOULD, INC. FOR ON-CALL FACILITY AND BUILDING ASSESSMENT SERVICES**

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 Faithful + Gould, Inc. (“F+G”) for On-call Facility and Building Assessment 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 \$150,000.

4. Type of Action:

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

5. Background

The Federal Transit Administration (“FTA”) is requiring formal asset management programs to ensure that facilities constructed with federal funds are well-maintained to achieve best value for the costs incurred. TriMet owns a number of buildings, several of which are at or approaching 30 years of age. This requires facility and building assessments and condition tracking to provide information about the condition of building systems such as heating and cooling, electrical, building shell, and specialized fixed equipment. This information will help prioritize on-going repair or system replacement to better inform the annual budget process.

TriMet advertised a Request for Proposals (“RFP”) for these services and received six responses. TriMet formed an Evaluation Committee, and the committee ranked the proposers in accordance with the procedures and criteria established in the RFP. After

completing this review, the Evaluation Committee determined that three proposals were within the competitive range and eligible for award. Full scores for these three proposers were as follows:

Criteria	Possible Points	Cardno	Faithful + Gould, Inc. (F+G)	Parsons Brinkerhoff, Inc.
Corporate Experience, Personnel Experience and Diversity	30	27	26	22
Work Plan	30	28	27	18
Price	40	24	40	7
Total	100	79	93	47

The attached Resolution authorizes the award of a contract to F+ G for up to five years, in an amount not to exceed \$530,000 over the full term.

6. Procurement Process

These contracts were procured through a competitive RFP process, as described above.

7. Diversity

In the proposal, F+G indicated that it expects to be able to achieve approximately 25 percent Minority Business Enterprise (“MBE”) participation from subcontracting work such as cost estimating and building information modeling. When assigning a task, TriMet will work with the contractor to identify other potential MBE or Disadvantaged Business Enterprise (“DBE”) subcontracting opportunities and will confirm subcontractor utilization as the task order is negotiated.

8. Financial/Budget Impact

Work performed under the contract will be authorized as needed by task, allowing TriMet to tailor the scope of services to the specific needs of each individual task, and assure that adequate budget exists. Funding for these services for FY 2014-15 and FY 2015-16 is included in the Maintenance Division budget, and funding for subsequent years is also expected to come from the Maintenance Division budget.

9. Impact if Not Approved

TriMet could elect to award separate contracts as work is identified. However, much of the work to be performed under these contracts is of small scale and often needs to be performed under short deadlines to respond to immediate needs. The option of using an on-call contract will expedite the work while maintaining open competition and will reduce overall costs by eliminating the procurement and administrative process for multiple, separate contracts.

RESOLUTION 15-04-16

RESOLUTION OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH FAITHFUL + GOULD, INC. FOR ON-CALL FACILITY AND BUILDING ASSESSMENT SERVICES

WHEREAS, TriMet has authority under ORS 267.200 to enter into a contract with Faithful + Gould, Inc. for On-Call Facility and Building Assessment Services (“Contract”); and

WHEREAS, the total amount of the Contract shall exceed \$150,000; and

WHEREAS, the TriMet Board of Directors (“Board”), by Resolution dated November 25, 2009, adopted a Statement of Policies requiring the Board to approve personal services contracts obligating TriMet to pay in excess of \$150,000;

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 \$530,000.

Dated: April 22, 2015

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department