

MOTION NO. 2014-49

Contract for On-Call Architectural and Engineering Consultant Services

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Capital Committee	7/10/2014	Final Action	Ahmad Fazel, DECM Executive Director, Jim Edwards, Deputy Executive Director – Design & Engineering Bryon Agan, Civil Engineering Supervisor

PROPOSED ACTION

Authorizes the chief executive officer to execute a three-year contract with a two-year option to extend with Huitt-Zollars, Inc. to provide on-call architectural and engineering services for a total authorized amount not to exceed \$2,000,000.

KEY FEATURES SUMMARY

- This on-call architectural and engineering contract will support the DECM Engineering Division with design support for:
 - Requests from the Operations Department for engineering services;
 - Specialized technical design requirements review;
 - Response to emergency situations that require civil or systems engineering input.
- The contractor will support the DECM Engineering Division through specific task orders to ensure the agency’s engineering needs are completed in a timely manner while continuing day to day work.
- The scope of work in this contract includes support of all architectural and engineering disciplines.
- Work under this contract will be assigned using Task Orders based on existing project and operating budgets and will be negotiated with the consultant. The total requested authorized amount is sufficient to fund the initial three–year term and the option to extend.
- This is one of two on-call architectural and engineering services contracts. Two separate contracts were procured to alleviate potential conflicts of interest. Sound Transit would be able to utilize a design firm that was not involved in the original design.

BACKGROUND

DECM oversees and manages the agency’s design, engineering, and construction efforts. It provides technical support to all departments within the agency throughout planning, design, construction, operations and maintenance. The division has been using existing on-call consultant services. As these contracts are reaching their term and budget limits, procurement efforts were undertaken to ensure that these professional services remain competitive, thus enabling DECM to continue to fulfill work requests in a timely and efficient manner.

Task orders under this contract will be primarily administered by engineering staff. However, the scope of work and contract limit was designed to enable other agency departments and divisions to establish task orders, if needed. This can occur if other Sound Transit departments and divisions require technical support and, in coordination with the DECM Engineering Manager, it is determined that the use of this on-call contract can provide such assistance in a timely and effective manner.

A request for qualifications (RFQ) was advertised on February 10, 2014. Six statements of qualifications (SOQ) were submitted by interested teams. The SOQs were reviewed and evaluated by competitive process for responsiveness to the criteria in the RFQ. Two teams were invited to interview. Huitt-Zollars, Inc. was selected as the most qualified firm and was invited to negotiate a contract.

FISCAL INFORMATION

This on-call contract will be used for Sounder, Regional Express, Link, and Service Delivery projects. Funding associated with this contract will come from final design phase within the overall capital project budgets and the operating expenses in the Service Delivery budget. The services described in the proposed action will be assigned on a task order basis after available budget is verified. Since the proposed services will be assigned on an as-needed basis, the distribution of costs will be determined as project schedules and budgets are established.

SMALL BUSINESS/DBE PARTICIPATION AND APPRENTICESHIP UTILIZATION

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Consistent with Sound Transit Policies and Federal Regulations, Sound Transit has established Small Business/DBE goals for this contract. These goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of Small Businesses/DBEs available to perform such subcontracting work.

For this specific contract, the following goals were set and Huitt-Zollars, Inc. has committed to the following Small Business/DBE Participation:

Small Business and Disadvantaged Business Enterprise Goals

Sound Transit Goal:

Small Business: 20%

DBE: 8.0%

Commitment:

Small Business: 20%

DBE: 8.0%

Subconsultant/Subcontractor	Business Type	% of Work	Amount
C & N Consultants, Inc.	Small Business	2.0%	\$40,000
Convergent Pacific LLC	DBE	1.0%	\$20,000
Studio Meng Strazzara, Inc.	Small Business	2.0%	\$40,000
Aspect Consulting LLC	Small Business	1.0%	\$20,000
ATS Consulting LLC	Small Business	1.0%	\$20,000
Bolima Drafting & Design, Inc.	DBE	1.0%	\$20,000
Bright Engineering, Inc.	DBE	1.0%	\$20,000
Elcon Associates, Inc.	Small Business	1.0%	\$20,000
Heffron Transportation, Inc.	Small Business	1.5%	\$30,000
Lin & Associates, Inc.	DBE	1.5%	\$30,000
Maintenance Design Group, LLC	Small Business	1.5%	\$30,000
Michael Minor and Associates, Inc.	DBE	1.0%	\$20,000
Saez Consulting Engineers, Inc.	DBE	1.0%	\$20,000
Scharrer Architecture + Design	DBE	1.5%	\$20,000
Tres West Engineers, Inc.	Small Business	1.0%	\$20,000
William P. Ott Construction Consultants	Small Business	1.0%	\$20,000
Total		20%	\$400,000

*Heffron Transportation Inc. is not a certified DBE, HZ will be required to meet the commitment.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

A one month delay would not create a significant impact.

PRIOR BOARD/COMMITTEE ACTIONS

Not applicable to this action.

ENVIRONMENTAL REVIEW

JI 6/13/2014

LEGAL REVIEW

LA 3 July 2014

MOTION NO. M2014-49

A motion of the Capital Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a three-year contract with a two-year option to extend with Huitt-Zollars, Inc. to provide on-call architectural and engineering services for a total authorized amount not to exceed \$2,000,000.

BACKGROUND:

DECM oversees and manages the agency's design, engineering, and construction efforts. It provides technical support to all departments within the agency throughout planning, design, construction, operations and maintenance. The division has been using existing on-call consultant services. As these contracts are reaching their term and budget limits, procurement efforts were undertaken to ensure that these professional services remain competitive, thus enabling DECM to continue to fulfill work requests in a timely and efficient manner.

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This on-call architectural and engineering contract will support the DECM Engineering Division with design support for:

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Work under this contract will be assigned using Task Orders based on existing project and operating budgets and will be negotiated with the consultant. The total requested authorized amount is sufficient to fund the initial three-year term and the option to extend.

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MOTION:

It is hereby moved by the Capital Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a three-year contract with a two-year option to extend with Huitt-Zollars, Inc. to provide on-call architectural and engineering services for a total authorized amount not to exceed \$2,000,000.

APPROVED by the Capital Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on July 10, 2014.


Fred Butler
Capital Committee Chair

ATTEST:


Marcia Walker
Board Administrator