

Transportation Committee

For the Metropolitan Council meeting of August 28, 2019

Subject: Master Contracts for Electronic Technology Based Projects Design and Construction Support Services – Contract 19P038

Proposed Action

That the Metropolitan Council (Council) authorize the Regional Administrator to award and execute five master contracts 19P038 for five years, each valued at \$250,000 to the following firms:

HDR, Inc.

Alliant Engineering

SRF Consulting Group, Inc.

Kimley-Horn and Associates, Inc.

AECOM Technical Services, Inc.

Summary of Committee Discussion/Questions

Julie Brenny and Jody Jacoby presented this item. Barber asked for a general explanation as to why we have master contracts. Brenny responded that within the Engineering & Facilities department, there could be 250 projects being worked on at one time. Brenny continued that a master contract is a little nimbler, allowing to keep project workflow moving and not be hung up on a single individual procurement.

Motion by Sterner, seconded by Fredson. Motion carried, Consent to Council.

Transportation Committee

Meeting date: August 12, 2019

For the Metropolitan Council meeting of August 28, 2019

Subject: Master Contracts for Electronic Technology Based Projects Design and Construction Support Services – Contract 19P038

District(s), Member(s): All

Policy/Legal Reference: Council Expenditure Policy 3-3 Expenditure

Staff Prepared/Presented: Wes Kooistra, General Manager, 612-349-7510

Marilyn Porter, Director, E&F, 612-349-7689

Julie Brenny, Sr. Project Administrator, E & F, 612-349-7444

Division/Department: Metro Transit Engineering & Facilities

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Background

The Engineering & Facilities 2019 - 2024 Capital Improvement Program (CIP) includes approximately \$258 million for capital improvements, including new construction as well as rehabilitation of aging facilities and systems. In addition, Engineering and Facilities staff work closely with Bus Operations Transit Technology staff on several initiatives within the Bus Operations CIP that are directly related to the work under this category of contracts. An essential element is the availability of skilled engineering and design service firms to perform this work.

There were eighteen plan holders. The Office of Equal Opportunity (OEO) did not assign any MCUB/DBE goals to this project. The Business Unit provided Procurement with a list of DBE/MCUB vendors to send the advertisement directly to. Two of the five awarded firms are subcontracting work directly to certified DBEs. Kimley-Horn ([MP Consultants](#)) and SRF Consulting ([TranSmart Technologies](#)).

This was a Brooks-Act Procurement and is a two-step process. First, the evaluation panel ranks and makes a recommendation to award based on the most technically qualified firm(s). Secondly, the panel review and conduct negotiations of the cost proposals associated with the most technically qualified firm(s) to determine its fair and reasonableness. The

approvals are made by the appropriate signature authority per Council Expenditure Policy 3-3 Expenditures. This item exceeds \$500,000 so it requires Council approval.

A Request for Proposal was issued on March 15, 2019. Eight proposals were received on April 18, 2019. An Evaluation Panel was convened to review the proposals based on the following criteria: quality, qualifications/experience, service delivery plan, key personnel, and qualifications/experience of proposed sub-consultants. This was a Brook-Act Procurement, so price was not an criteria in the evaluation of the proposals. Evaluation panel members evaluated the proposals individually and then as a group. The panel reached consensus that the five highest ranked firms provided the best overall value and most advantageous to meet Council's electronic technology-based project design needs. The work from these master contracts will be awarded on an as-needed basis, as requested, and authorized by the Council over a five-year period.

Rationale

Metro Transit has utilized Master Contracts for a variety of engineering related services since 2001. Master Contracts continue to add enormous value by saving staff time and minimizing project costs, as aligned with the Thrive principle of Stewardship. Execution of master contracts requires Council approval if the cumulative value of the contracts exceed \$500,000.

Thrive Lens Analysis

This action promotes **Stewardship** through needed rehabilitation and replacement of existing Metro Transit assets.

Funding

Funding is provided upon execution of a work order and will be the related capital project funding or operating funding for each project and will be included in future capital and operating budgets.

Known Support / Opposition

There is no known opposition to this project.

Electronic Technology Based Projects Design and Construction Support Services – 19P038



Real Time Signs

Transit Customer Information System

Emtrac Transit Signal Priority Equipment