

Date: March 23, 2016

To: Board of Directors

From: Neil McFarlane *Neil McFarlane*

Subject: RESOLUTION 16-03-17 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH EMERICK CONSTRUCTION COMPANY FOR THE RUBY JUNCTION AUXILIARY BUILDING RENOVATION PROJECT

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 Emerick Construction Company (“Emerick”) for construction of the Ruby Junction Auxiliary Building Renovation Project (“Project”).

2. Type of Agenda Item

- Initial Contract
- Contract Modification
- Other _____

3. Reason for Board Action

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

4. Type of Action:

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

5. Background

TriMet owns a 12,000 square foot metal building at its Ruby Junction rail maintenance facility that occupies the remainder of a property that was acquired for the Portland-Milwaukie Light Rail project. TriMet now intends to repurpose the building as a new base for its Rail Maintenance department and also as a central location for its Fare Revenue department, which is currently spread across five separate locations. Consolidating the Fare Revenue staff will allow for more efficient operation for this group. However, in order to do so, some building renovation work is necessary.

Work under this contract will include interior and exterior improvements to accommodate the new uses, including tenant improvement work to add workstations for Fare Revenue and secured space for Rail Maintenance to store light rail vehicle parts.

A two-step low bid process was used to select the contractor. During step one of the Invitation To Bid (“ITB”) process, TriMet invited contractors to submit technical proposals, including information regarding their qualifications, experience, references, Minority/Women/Emerging Small Business (“M/W/ESB”) utilization, and ability to comply with TriMet’s specifications.

Two proposals were received, and following a review by TriMet’s Evaluation Committee, the proposals submitted by 2KG Contractors, Inc. and Emerick were both determined to meet the standards set out in the step one process, and those firms were invited to submit bids pursuant to step two. Bids were received as follows:

Emerick	\$545,000
2KG Contractors	\$697,000

Emerick’s bid is approximately 17 percent less than TriMet’s independent cost estimate of \$659,000.

Customary changes will likely be incurred during execution of the work that will require additional expenditures under the contract, and since this is a remodeling job in an old building, the attached Resolution includes authority for future change orders up to \$109,000, or 20 percent of the contract amount.

6. Procurement Process

The contract was procured through a competitive two-step ITB process, as described above.

7. Diversity

In its step one proposal, Emerick indicated that it would utilize M/W/ESB contractors for approximately 20 percent of the work. TriMet will work with Emerick to determine if there are additional M/W/ESB opportunities for this work. This is a low bid contract that is not subject to negotiation. Consequently, TriMet has limited input into the subcontractors selected to work on the Project.

8. Financial/Budget Impact

The contract amount is included within the Capital Program budget for the Project.

9. Impact if Not Approved

TriMet could continue to house its staff in their current locations; however, this remodel would increase efficiency by consolidating Fare Revenue staff from several separate locations into one.

RESOLUTION 16-03-17

RESOLUTION OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH EMERICK CONSTRUCTION COMPANY FOR RUBY JUNCTION AUXILIARY BUILDING RENOVATION PROJECT

WHEREAS, TriMet has authority under ORS 267.200 to enter into a contract with Emerick Construction Company for construction of the Ruby Junction Auxiliary Building Renovation Project (“Contract”); and

WHEREAS, the total amount of the Contract shall exceed \$500,000; and

WHEREAS, the TriMet Board of Directors (“Board”), by Resolution dated November 25, 2009, adopted a Statement of Policies requiring the Board to approve goods and 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 \$545,000.
3. That the General Manager or his designee is authorized to execute change orders to the Contract in a total amount not to exceed \$109,000.

Dated: March 23, 2016

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department