

Date: September 18, 2019

To: Board of Directors

From: Doug Kelsey



Subject: RESOLUTION NO. 19-09-73 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH DKS ASSOCIATES FOR ADVANCED TRANSIT SIGNAL PRIORITY (TSP) SYSTEM CONSULTING SERVICES

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 DKS Associates (DKS) for Transit Signal Priority (TSP) System Consulting Services (Services).

2. Type of Agenda Item

- Initial Contract
- Contract Modification
- Other _____

3. Reason for Board Action

Board approval is required for all personal 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

The Division Transit Project (DTP) will provide high-capacity transit service to the 15-mile long Division corridor between downtown Portland and Gresham. The Project is projected to cost approximately \$175 million, about one-half of which will be provided by the Federal Transit Administration (FTA). It is nearing design completion and preliminary construction activities are scheduled to begin early in 2020. Timing the traffic signals within the Division Street corridor to favor transit vehicles is a key component of the DTP, and is necessary to provide the highly reliable, fast, high-occupancy transit envisioned by the Project.

In close cooperation with regional traffic partners at the City of Portland, Metro and surrounding cities, TriMet intends to implement an advanced Transit Signal Priority (TSP) System that ultimately will allow for reliable and fast high-occupancy vehicle travel throughout TriMet's service area. In preparation for the launch of the Division Transit

Project, TriMet must have the TSP System in place and operating as designed by June 1, 2022.

Therefore, TriMet must engage the services of a qualified transportation consultant to assist in the development of a Request for Proposals (RFP) for a TSP System, TSP System vendor selection and TSP System implementation. The Services will include reviewing the state of the TSP industry's data, software, and hardware standards; examining the technological capacity of TriMet's current vehicle fleet and making future recommendations; assessing the current regional technical and organizational readiness for TSP; conducting a before and after TSP traffic study; developing a scope of work and project implementation plan for a TSP System; providing project management and coordination for the TSP implementation; and developing a project dashboard.

6. Procurement Process

TriMet conducted a competitive Request for Proposals (RFP) process. The RFP was issued on June 17, 2019 and advertised on TriMet's TriP\$ website, and direct solicitations were sent to 81 firms. Although 25 firms downloaded the information, a proposal from DKS in the amount of \$1,300,000 was the only one received. The DKS proposal actually is a joint proposal with Kittelson & Associates, and these two firms are the leading traffic and transit technology firms specializing in transit signal priority in the Northwest. Competition for this contract was low due to the small niche of specialized traffic engineering firms that have the knowledge and capability to provide the Services.

An Evaluation Committee (EC) comprised of staff from TriMet's Information Technology Division and the City of Portland was appointed to review, evaluate and score the DKS proposal. The EC met on July 29, 2019 for initial evaluation. The evaluation criteria in the RFP included Qualifications of the Firm and Staff, and Diversity; Work Plan; and Price. The following table summarizes initial scoring:

	Proposer
Criteria (points)	DKS
Qualifications of the Firm and Staff, and Diversity (45)	40.2
Work Plan (35)	31.6
Price (20)	20.0
Total	91.8

After reviewing initial scores, the EC determined that DKS was well-qualified and that an interview was not necessary. TriMet staff also determined that the pricing of \$1,300,000 offered by DKS was fair and reasonable for this type of work, and in line with TriMet's independent cost estimate. TriMet anticipates that the DKS contract will have a life of no more than five years.

7. Diversity

The DKS workforce is 27.5% minority and 44.2% female. Because of the relatively unique nature of the Services, there are not extensive opportunities for subcontracting.

8. Financial/Budget Impact

The Services are covered under the Information Technology Division's budget for FY2020.

9. **Impact if Not Approved**

TriMet could re-procure the contract, however, this option is not recommended because DKS is a well-qualified firm and has offered fair and reasonable pricing. In addition, the work needs to begin soon in order for the TSP System to be operational for the Division Transit Project.

RESOLUTION NO. 19-09-73

**RESOLUTION NO. 19-09-73 OF THE TRI-COUNTY METROPOLITAN
TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A
CONTRACT WITH DKS ASSOCIATES FOR NEXT GENERATION TRANSIT
SIGNAL PRIORITY (TSP) SYSTEM CONSULTING SERVICES**

WHEREAS, TriMet has authority under ORS 267.200 to enter into a contract with DKS Associates (DKS) for Transit Signal Priority (TSP) System Consulting Services (Services); and

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

WHEREAS, by Resolution dated October 25, 2017, the TriMet Board of Directors (Board), adopted a Statement of Policies requiring the Board to approve personal services contracts obligating TriMet to pay in excess of \$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 an amount not to exceed \$1,300,000, for a Contract period not to exceed five years.

Dated: September 18, 2019

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department

