



Board Report

File #: 2016-0566, **File Type:** Contract

Agenda Number: 11.

**REGULAR BOARD MEETING
OCTOBER 27, 2016**

SUBJECT: JOINT DEVELOPMENT BENCH CONTRACTS

ACTION: AWARD JOINT DEVELOPMENT BENCH CONTRACTS

RECOMMENDATION

CONSIDER:

- A. ESTABLISHING 16 contract agreements under the **Joint Development Bench, solicited as Request for Information and Qualification (RFIQ)** No. PS26132, with the contractors recommended in Attachment A-1 for a three-year period with two one-year options for professional services not-to-exceed a cumulative total value of \$6 million; and
- B. AUTHORIZING the CEO to award Task Orders within the approved not-to-exceed cumulative total value of \$6 million.

ISSUE

The Metro Joint Development (JD) Program evaluates Metro-owned properties for potential joint development and selects properties that are good candidates. Metro's JD Program staff requires professional services support for the related community engagement, proposal generation, evaluation and due diligence activities for joint development, as well as support for other projects generated by the Transit Oriented Communities (TOC) Demonstration Program. The recommendations in this report will establish a JD Bench (Bench), from which the Metro JD team can procure these needed professional services. The Bench will allow task orders to be awarded more efficiently since the initial qualification reviews have been completed.

DISCUSSION

The Bench will provide expertise and resources across five (5) disciplines critical to successful JD project delivery: community engagement, solicitation support, urban design, financial feasibility and grant writing. The bench will also support implementation of the TOC Demonstration Program. It is expected that services will be required for selected projects identified as a function of staff activity otherwise approved by the Metro Board and also for smaller scale, shorter term projects, or components of projects with JD potential including adjacent development review, land acquisitions, transportation-ancillary facilities, or other revenue-generating real estate projects. Other potential

services could include grant writing for projects or programs that support TOC goals around Metro's transit stations and JD Program sites.

The JD Program staff continues to receive requests for conceptual analysis and project development for potential JD projects. Having access to Bench contractors for preparation of the technical data required for the analyses will enable staff to more efficiently manage resources in the preliminary phases of JD work. Some of the services provided by the Bench contractors may be coordinated and overseen by staff or may sometimes complement developer teams to fulfill approval and review obligations. Recent JD consultant contracts have ranged from \$20,000 to \$420,000 depending on the nature of the work. The JD Program staff expects to carry out approximately eight Bench procurements over the coming three-year period.

The JD Bench is comprised of 16 prime contractors. Of the 16 prime contractors, eight firms, or 50%, are certified as a Small Business Enterprise(s) (SBE).

Metro's Diversity and Economic Opportunity Department has established a 25% SBE participation goal and a 3% goal for Disabled Veterans' Business Enterprises (DVBE) on the JD Bench. Each prime contractor, both SBE and non-SBE, has committed to meet these goals. In addition, the SBE Set-Aside Policy will apply to the community engagement discipline on the Bench.

Policy Implications

The recommended action is consistent with Metro's Joint Development Policies and Procedures and the TOC Demonstration Program.

DETERMINATION OF SAFETY IMPACT

Approval of this item will have no impact on safety.

FINANCIAL IMPACT

Funding for joint development activities related to the Bench and any subsequent development activity related thereto, including the solicitation for development proposals, is included in the FY17 budget in Cost Center 2210 (Joint Development), under Project 610011 (Economic Development) or other JD-specific project tasks.

Since this is a multi-year contract, the Chief Planning Officer will be responsible for budgeting costs in future years.

Impact to Budget

The source of funds for joint development activities is local right-of-way lease revenues, which are eligible for bus/rail operating and capital expenses. Award of the contracts will not impact ongoing bus and rail operating and capital costs, Proposition A and C and TDA administration budget or the Measure R administration budget.

ALTERNATIVES CONSIDERED

The Board could choose not to approve the recommendation. This is not recommended as the award of these task orders would then be pursued as separate procurements, which, for each task order, could potentially take six months or longer to complete. This would limit staff's ability to implement the JD work plan, and to respond quickly to JD project needs as well as requests from Executive Management and Board of Directors.

NEXT STEPS

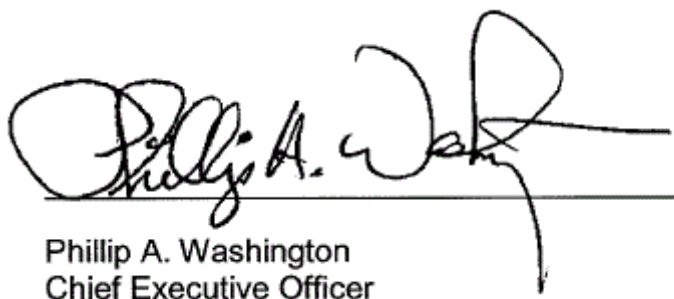
Upon Board approval, staff will execute the Bench Contracts. As needed, staff will solicit responses for individual task orders from specific disciplines.

ATTACHMENTS

Attachment A - Procurement Summary
Attachment A-1 - Recommended Firms by Discipline
Attachment B - DEOD Summary

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