

BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2020-42

Meeting Date: March 31, 2020

Item Title: Trinity Metro Headquarters Design/Build
Contract

BACKGROUND

Trinity Metro Headquarters is currently located in a leased space at Burnett Plaza and the lease expires in December 2021. In anticipation of the need to centralize operations when the Burnett Plaza lease expires, the Board approved the purchase of a building located at 801 Grove Street in March 2017 which will house Trinity Metro's new headquarters.

Trinity Metro plans to make the Grove Street and Alarm Supply Buildings its new headquarters in 2021, utilizing 40,000 of its 70,000 square feet of floor space, and lease the remainder. A new board meeting room accessible to the public will also be located in the Grove Street Building.

Trinity Metro issued a solicitation to procure the services of a contractor for a design/build project for the future Trinity Metro headquarters, located at 801 Grove Street. The contractor is to provide design, professional, technical, managerial, administrative, construction and other services as required for the design and build for the new headquarters.

A separate action item will be presented to Committee recommending the selected team for the Construction Management of the project, once Trinity Metro and the design builder team have agreed on the negotiations terms.

PROCUREMENT

In accordance with Trinity Metro's Procurement Policy and Procedures, a Request for Qualifications (RFQ 19-T023) was issued on September 10, 2019 and advertised on Trinity Metro's website. Seven qualification responses were received on October 17, 2019 from the following firms:

Thomas S. Byrne
Core Construction
KHK Group Ltd
Mapp, LLC
Mucklerory & Falls
Prim
Turner

A Trinity Metro evaluation committee reviewed submissions and short-listed firms for moving forward, based on their qualifications. The top three firms included:

Thomas S. Byrne
Core Construction
KHK Group, Ltd.

The Request for Proposal (RFP) was issued to the top three firms on December 17, 2019 and proposal responses were provided on January 23, 2020. Interviews of the three firms were held, and two firms were asked to submit a Best and Final Offer (BAFO) for their proposed response.

The fees include work for design services, construction bid support, construction phase services and other direct costs, such as insurance and bonds. The final cost of the project is to be determined following final design and negotiated construction costs. The agreed upon budget amount is not-to-exceed \$6,500,000.

A minimum goal of 20% Disadvantaged Business Enterprise (DBE) for Design and professional services and a minimum of 30% DBE participation for construction services was set for the Design/Build project.

The evaluation committee rated the Top 3 firms, and after review of the BAFO, selected KHK Group, Ltd. as the top rated firm. KHK Group, Ltd. has agreed to meet or exceed the established DBE participation goals.

FINANCING

The cost associated with the Trinity Metro Headquarters design/build project is included in the fiscal FY2020 Capital Budget and the 2020 Financial Plan. It will be funded with a combination of federal funds and local money.

RECOMMENDATION

We request that Trinity Metro Board of Directors authorize the President/CEO to enter into negotiations with the highest rated firm, KHK Group, Ltd., for an amount not to exceed \$6,500,000 for the Trinity Metro Headquarters Design/Build Project. If the negotiation results in an amount that is not within the not to exceed amount, then Trinity Metro would negotiate with the next highest scoring firm until an agreed amount is reached that does not exceed the total amount of \$6,500,000.

Disposition by Board of Directors


Secretary Approval

3/31/2020
DATE