

# BOARD OF DIRECTORS

## ACTION ITEM

Item Number: BA2021-79

Meeting Date: August 23, 2021

Item Title: Right of Way Services

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### **BACKGROUND**

Right of way companies provide a variety of services. They include negotiations and relocation associated with the purchasing of property, cost estimates, title research, survey, appraisal and environmental site assessments. These companies can also provide assistance in route selection. Several upcoming projects that may need to use right of way services including TEXRail Segment 1 and the Lancaster BRT.

A Request for Proposals (RFP 21-T040) for Real Property Acquisition Services was released and advertised on Trinity Metro's website and the Bonfire Portal on July 2, 2021. Proposals were received by eight consulting companies. The RFP allowed for the selection and award of contract to multiple companies. An evaluation committee reviewed proposal documents and evaluated based on established criteria. After final evaluations, Stateside Right of Way Services and HDR Engineering were determined to be the highest ranking proposers selected for award.

### **PROCUREMENT**

The Trinity Metro Procurement Department has followed procurement policy with Request for Proposal and is in compliance with all applicable Federal, State, and the Trinity Metro procurement requirements.

### **FINANCING**

Funds will be available in Trinity Metro's FY2021 Operating Budget for tasks issued in FY2021. Funds for the remainder of the contract(s) will be considered in subsequent years' operating and capital budgets.

### **RECOMMENDATION**

The Planning, Operations and Marketing Committee recommends Trinity Metro Board of Directors approve funding not to exceed \$1,000,000 over the next five years for Right of Way Services and authorize the President/Chief Executive Officer to enter into a three-year contract term with options to renew for two additional one-year terms with HDR Engineering in an initial amount of \$300,000 and Stateside Right of Way Services in an initial amount of \$300,000 for Right of Way Services with \$400,000 in set aside for the remaining two year periods and as an additional allowance in the initial three year periods, if needed. Services will be provided based on a standard hourly rate.

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DocuSigned by:  
**Disposition by Board of Directors**  
*Ray Taylor*  
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Aug-24-2021

Secretary Approval:

DATE