

Date: January 25, 2017

To: Board of Directors

From: Neil McFarlane 

Subject: RESOLUTION 17-01-02 OF THE TRI-COUNTY METROPOLITAN
TRANSPORTATION DISTRICT OF OREGON (TRIMET)
AUTHORIZING A CONTRACT WITH COCHRAN, INC., FOR ON-CALL
FACILITIES ELECTRICAL SERVICES

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 Cochran, Inc., for on-call facilities electrical services (Services).

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's Facilities Management Department relies on an on-call facilities electrical services contractor to provide various electrical services that are beyond the experience, licensing and certification levels of TriMet's plant maintenance mechanic staff. Work performed by the on-call facilities electrical services contractor includes repairs, maintenance, and minor new installations, as well as bi-annual generator inspection and repairs with biennial infrared scanning of select TriMet electrical equipment.

The current contract is with Rosendin Electric and expires February 15, 2017.

6. Procurement Process

During development of the solicitation, Facilities Management, Diversity and Transit Equity, and Procurement and Contracts (Staff) met to discuss splitting the work into separate solicitations: one for on-call facilities electrical maintenance and repair; and a second for bi-annual generator inspection and repairs and biennial infrared scanning. Staff believed that, by separating the on-call facilities electrical work from the generator and infrared scanning work, it would open up the opportunity to smaller firms that did not have the experience and qualifications to perform the generator inspection and repairs and infrared scanning. Outreach was conducted to a total of 54 firms that are certified as Disadvantaged, Minority Owned, Women Owned and Emerging Small Businesses (D/M/W/ESB) to verify that there would be adequate competition if the work was split into two separate solicitations. Following the outreach, the consensus from the vendor community was that there would be plenty of interest and participation for the on-call facilities electrical work, but zero interest in the generator and infrared scanning portion. Therefore, the decision was made to keep both portions of work combined. The outreach also identified several D/M/W/ESB firms that were interested and had the capacity to perform the on-call facilities electrical work, but would need to subcontract the generator and infrared scanning work. These firms were specifically provided a list of certified Infrared Thermal Imaging firms and encouraged to reach out to them for the purpose of establishing a subcontract relationship for this portion of work.

TriMet conducted a Request for Proposals (RFP) process to select the contractor to be able to consider experience, qualifications, workforce diversity and a work plan including subcontract opportunities for D/M/W/ESB firms. The RFP was issued on September 23, 2016. A total of 511 firms were notified via TriMet's eBid vendor registration system. Of the 511 firms notified, 39 downloaded a copy of the RFP. A pre-proposal conference was held to provide an overview of the requirements as well as to answer questions and clarify the requirements of the scope of work. Eight firms attended the pre-proposal, of which, four were certified D/M/W/ESB firms. Proposals were due on October 19, 2016 and a total of five proposals were submitted from the following firms: Affordable Electric; Cochran, Inc.; O'Neil Construction Group; Rosendin Electric; and Team Electric. Affordable Electric's proposal was found to be non-responsive because they only submitted a price proposal and failed to submit a technical proposal.

An Evaluation Committee (EC) comprised of TriMet staff from Facilities Management and Diversity and Transit Equity was appointed to review, evaluate, and score the proposals. The evaluation criteria in the RFP included experience, qualifications and key staff; a work plan; and a D/M/W/ESB subcontracting plan. Following the EC's initial review of technical proposals, clarifications were sought from the four proposers regarding certain aspects of their proposals. Following receipt of the supplemental information from proposers, the EC convened again to determine final technical scores before determining the competitive range and then opening price proposals. Based on the review of initial technical proposals as well as the supplemental information submitted by the four remaining proposers, the EC unanimously decided that Cochran, Inc., Rosendin Electric and Team Electric would advance to the competitive range. The EC then opened price proposals for these three firms. The following table summarizes the final scores:

Evaluation Criteria	Proposers		
	Cochran, Inc.	Rosendin Electric	Team Electric
Experience, qualifications and key staff (35 points)	26	25	23
Work Plan (15 points)	10	11	10
D/M/W/ESB Subcontracting Plan (10 points)	6	5	7
Price Proposal	\$1,215,423.00	\$1,266,347.50	\$1,314,850.00
Price Score (40 points)	40	38	37
Total	82	79	77

Cochran, Inc. (Cochran) was identified as the highest scoring and lowest priced proposer.

The contract will be structured as a one-year base term, with TriMet’s option for up to four additional one-year extensions. The base term contract amount is estimated to be \$243,084.60, with the projected five-year contract amount estimated to be \$1,215,423.00. Price adjustments will be permitted on an annual basis if TriMet elects to exercise the additional one-year extensions. It will be a task order based, requirements contract so actual payments will be based on the amount of work authorized by TriMet and performed by Cochran.

This Resolution authorizes TriMet to contract with Cochran for the Services in the amount of \$1,215,423.00 for the projected five-year term. The actual amount of money to be spent on the contract will be dependent on TriMet’s requirements for the Services.

7. Diversity

Cochran is not a State of Oregon certified D/M/W/ESB firm, but is certified by the Women’s Business Enterprise National Council as a Women Owned Business. Their workforce diversity is summarized in the following table:

No. of Employees	Percent Female	Percent Minority
839	11%	50%

Cochran intends to self-perform a majority of the work, however, since the Services to be performed under the contract will be requirements based and authorized via task orders, there may be instances when they need to subcontract for additional help for specific task orders. If this occurs, Cochran has committed to ensuring that D/M/W/ESB firms are given an opportunity to participate in the performance of Services under the contract.

The other two firms in the competitive range, Rosendin Electric and Team Electric, also proposed to self-perform a majority of the work, but did identify probable scopes of work that they would seek to engage a certified firm to perform under a subcontract depending on the task order.

8. Financial/Budget Impact

On-call facilities electrical costs are budgeted as an element of the Facilities Management department and/or the department requesting Services.

9. Impact if Not Approved

If this contract is not approved, TriMet would have to issue another solicitation because Facilities Management is not staffed or equipped to perform these Services with TriMet personnel. It is not anticipated that a better result would be achieved if another solicitation is issued. Cochran has demonstrated that they have the experience and qualifications to perform the Services and their price has been determined to be fair and reasonable. Therefore, contract award is the recommended option.

RESOLUTION 17-01-02

RESOLUTION OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH COCHRAN, INC., FOR ON-CALL FACILITIES ELECTRICAL SERVICES

WHEREAS, TriMet has authority under ORS 267.200 to enter into a contract with Cochran, Inc. for on-call facilities electrical services (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.

Dated: January 25, 2017

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department