



Motion No. M2020-10

On-Call Contract for Real Estate Appraisal Consulting Services

Meeting:	Date:	Type of action:	Staff contact:
System Expansion Committee	02/13/2020	Final action	Ron Lewis, DECM Executive Director Joseph Gray, Director of Real Property Robert Hartner, Appraisal Manager

Proposed action

Authorizes the chief executive officer to execute a five-year contract, with two one-year options to extend, with CIC Valuation Group Inc. to provide on-call appraisal consulting services for properties acquired, or to be acquired, for Sound Transit projects for a total authorized contract amount not to exceed \$4,000,000.

Key features summary

- Sound Transit issued a Request for Proposal for real estate appraisal services that allowed for the award of multiple contracts. The new contracts will replace existing contracts that will expire in early 2020.
- Sound Transit plans to award a total of six contracts to accommodate the anticipated amount and flow of work required to support real property acquisitions over the next five to seven years. Separate Board actions are being sought to approve three other contracts for real estate appraisal services, and two contracts are within the CEO's authority for approval.
- This action would authorize a contract with CIC Valuation Group Inc. to provide real property appraisal services, appraisal review, valuation consulting services, and other real estate related services as needed.
- The requested contract amount includes the base five-year contract and two one-year options.

Background

To support continued expansion of Sound Transit's high-capacity transit system consisting of commuter rail, light rail, express bus, and bus rapid transit throughout the Puget Sound region, it is necessary for Sound Transit to continue to acquire real property.

The real estate appraisal services consultant will provide real property appraisals and review appraisals for Sound Transit property acquisition, and assists in providing real estate appraisals and valuation support for Sound Transit's Property Management and Transit-Oriented Development divisions. The existing real estate appraisal service contracts for this line of work will expire in early 2020.

Procurement information

Sound Transit advertised the Request for Proposals RTA/RP 0261-19 in October 2019. A public pre-proposal meeting was held to discuss the detailed scope of work requirements. Eight firms submitted proposals. After evaluating all proposals, Sound Transit selected six for contract awards. Each of the

six companies exceeded the small business goal of 20%. Four of the awards will be presented to the Systems Expansion Committee for consideration. The other two awards are within the CEO's authority to award. The different award amounts are due to the different capacities of the awarded firms, with the smaller firms receiving the lesser awarded amounts, and the larger firms receiving the greater awarded amounts.

Fiscal information

This on-call contract would be used for Sounder commuter rail, express bus, bus rapid transit, and Link light rail projects. The services described in this proposed action will be assigned on an as-needed basis after available budget is verified. Since the proposed services will be assigned on an as-needed basis, the distribution of cost will be determined as project schedules require.

Disadvantaged and small business participation

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Consistent with Sound Transit Policies and Federal Regulations, Sound Transit has established Small Business goals for this contract. DBE goals were not established. These goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of small businesses available to perform such subcontracting work.

For this specific contract, the following goals were set and the successful Bidder/Proposer has committed to the following small business participation:

Small business goal	
Sound Transit SBE goal: 20%	SBE Commitment: 22%
Sound Transit DBE goal: 0%	DBE Commitment: 1%

Subconsultant/Subcontractor	Business Type	% of Work	Amount
NG Jacobson & Associates	Small business	2%	\$80,000
Crowe Appraisals Company	Small business	3%	\$120,000
Valuation Associates	Small business	10%	\$400,000
Mark Travers Architect	Small business	1%	\$40,000
PJS&P Associates	DBE	1%	\$40,000
APT Appraisal Consulting	Small business	5%	\$200,000
Total		22%	\$880,000

Public involvement

Not applicable to this action.

Time constraints

A one-month delay would not have a significant impact on the agency's ability to receive real estate appraisal services.

Environmental review – KH 2/3/20

Legal review – AJP 2/10/2020

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A motion of the System Expansion Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a five-year contract, with two one-year options to extend, with CIC Valuation Group Inc. to provide on-call appraisal consulting services for properties acquired, or to be acquired, for Sound Transit projects for a total authorized contract amount not to exceed \$4,000,000.

Background

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Sound Transit plans to award a total of six contracts to accommodate the anticipated amount and flow of work required to support real property acquisitions over the next five to seven years. Separate Board actions are being sought to approve three other contracts for real estate appraisal services, and two contracts are within the CEO's authority for approval.

Motion

It is hereby moved by the System Expansion Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a five-year contract, with two one-year options to extend, with CIC Valuation Group Inc. to provide on-call appraisal consulting services for properties acquired, or to be acquired, for Sound Transit projects for a total authorized contract amount not to exceed \$4,000,000.

APPROVED by the System Expansion Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on February 13, 2020.



Claudia Balducci
System Expansion Committee Chair

Attest:



Kathryn Flores
Board Administrator