



Motion No. M2019-07

On-Call Land Use Planning and Development Technical Services contract

Meeting:	Date:	Type of action:	Staff contact:
Executive Committee	02/07/2019	Final action	Don Billen, Executive Director, PEPD Brooke Belman, Director of Land Use and Development Thatcher Imboden, TOD Manager Edward Butterfield, Senior TOD Project Manager

Proposed action

Authorizes the chief executive officer to execute a three year on-call technical services contract with two one-year extensions with Hatch Associates Consultants, Inc. to provide consultant services to Sound Transit's Office of Land Use Planning and Development in the amount not to exceed \$7,228,000.

Key features summary

- The contract is for on-call technical services for three years, with two one year extension options.
- The on-call advisory services contract will support the Planning, Environmental and Project Development (PEPD) department's Office of Land Use Planning and Development (OLUPD). Key services include, but are not limited to: station area planning and urban design; evaluation, planning, and preparation activities associated with implementing Agency and Community Transit Oriented Development (TOD), joint development, and disposition of surplus property; and strategic portfolio planning and pipeline management with specific attention paid to implementing the Equitable TOD Policy (R2018-10).
- OLUPD will issue individual task orders with individual budgets and task assumptions to Hatch Associates Consultants.
- Hatch Associates Consultants will coordinate multi-disciplinary efforts where multiple sub-contractors may be required in order to successfully execute the work product contained within individual task orders.

Background

OLUPD staff work within corridor teams to incorporate equitable TOD as an integral component of transit project planning and delivery, as funded in the ST3 Regional Transit System Expansion Plan and outlined in the Equitable TOD Policy (R2018-10) and System Expansion Implementation Plan. Specifically, OLUPD supports station area planning efforts that provide a development framework for Community and potential Agency TOD within station areas. OLUPD also manages the evaluation, planning, and implementation of any Agency TOD, joint development, or agency surplus property disposition opportunities identified during or at the conclusion of a transit construction project.

OLUPD is charged with establishing a regional strategic equitable TOD plan that is inclusive of maintaining a property portfolio and pipeline management, and pursuing joint development or disposition strategies that result in high-quality, equitable transit-oriented development outcomes.

OLUPD activities are supported through this on-call contract, providing services that allow OLUPD to adequately plan for, evaluate, and validate property disposition and development opportunities. Example services provided under this on-call contract include, but are not limited to:

- Evaluation of overbuild opportunities of transit facilities;
- Survey and property descriptions of surplus properties;
- Real estate market studies and evaluation;
- Massing studies and financial feasibility analyses of Agency TOD opportunities;
- Review of structural engineering designs of submitted developer plans for Agency TOD opportunities adjacent Sound Transit facilities;
- Construction inspections of Agency TOD and joint development projects adjacent to Sound Transit facilities;
- Existing property conditions reviews and reports; and
- Urban design frameworks.

Procurement information

A Request for Qualifications (RFQ) for On-Call Land Use Planning and Transit-Oriented Activities was advertised in August 24, 2018. Four proposers submitted Statements of Qualifications (SOQs) on October 24, 2018.

After proposals were received, Sound Transit’s evaluation team conducted its review of all proposals in accordance with the evaluation criteria published within the RFQ and all four proposers were invited to interview. Based on the SOQ evaluations and the interview, Hatch Associates Consultants, Inc. was determined to be the highest ranked firm and was invited to enter into negotiations for the contract.

Fiscal information

The proposed action will execute a new on-call contract with Hatch Associates Consultants, Inc., for three years with two additional one-year extensions, for a total amount not to exceed \$7,228,000. 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 costs will also be determined as needed.

Small business/DBE 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/DBE goals for this contract. These goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of small businesses/DBEs available to perform such subcontracting work.

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

Small business and disadvantaged business enterprise (DBE) goals	
Sound Transit small business goal:15%	Small business commitment: 20%

DBE goal: 4%	DBE commitment: 6%
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Subconsultant	Business Type	% of Work
Tiscareno Associates	DBE	4%
Heffron Transportation Inc.	SBE	5%
BERK Consulting, Inc.	SBE	9%
Lin & Associates	DBE	2%
Total		20%

Public involvement

Not applicable to this action.

Time constraints

The previous on-call services contract expired at the end of November 2018. A one-month delay would result in extending the period of time the OLUPD is without an on-call services contract.

Environmental review – KH 1/23/2019

Legal review – JV 2/1/2019



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A motion of the Executive Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a three year on-call technical services contract with two one-year extensions with Hatch Associates Consultants, Inc. to provide consultant services to Sound Transit's Office of Land Use Planning and Development in the amount not to exceed \$7,228,000.

Background

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- Evaluation of overbuild opportunities of transit facilities;
- Survey and property descriptions of surplus properties;
- Real estate market studies and evaluation;
- Massing studies and financial feasibility analyses of Agency TOD opportunities;
- Review of structural engineering designs of submitted developer plans for Agency TOD opportunities adjacent Sound Transit facilities;
- Construction inspections of Agency TOD and joint development projects adjacent to Sound Transit facilities;
- Existing property conditions reviews and reports; and
- Urban design frameworks.

OLUPD will issue individual task orders with individual budgets and task assumptions to Hatch Associates Consultants. Hatch Associates Consultants will coordinate multi-disciplinary efforts where multiple sub-contractors may be required in order to successfully execute the work product contained within individual task orders.

Motion

It is hereby moved by the Executive Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a three year on-call technical services contract with two one-year extensions with Hatch Associates Consultants, Inc. to provide consultant services to Sound Transit's Office of Land Use Planning and Development in the amount not to exceed \$7,228,000.

APPROVED by the Executive Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on February 7, 2019.



Paul Roberts
Executive Committee Vice Chair

Attest:



Kathryn Flores
Board Administrator