

## Motion No. M2025-45

### Appraisal On-Call Services

Meeting:	Date:	Type of action:	Staff contact:
System Expansion Committee	09/11/2025	Final action	Terri Mestas, Deputy CEO, Capital Delivery <b>Bernadette McDermott,</b> <b>Executive Director – Center of Excellence</b> <b>Clint Dameron, Acting Director – Real Property</b> Bob Hartner, Manager – Appraisal Department

### Proposed action

Authorizes the chief executive officer to execute nine individual contracts for five years, each with two one-year options to extend, with ABS Valuation, CIC Valuation, CBRE, Cushman & Wakefield, Integra Realty Resources, McKee Appraisal, National R/W Review Appraisal, R.P. Herman & Associates, and SOVA Consulting to provide Sound Transit with appraisal services such that the aggregate total amount of the nine contracts does not exceed \$27,000,000 over the potential seven-year period, and that task orders exceeding \$10,000,000 or are restricted by Resolution No. R2021-05 are subject to Committee or Board approval.

### Key features summary

- Sound Transit issued a Request for Proposals for real estate appraisal services that allowed for the award of multiple contracts. Several consultants were selected and may be issued individual task orders over the life of the contract. This is consistent with the multiple-award contracting actions previously approved by the Board.
- The multiple contracts will allow Sound Transit to have access to a pool of experts and streamline the agency's ability to obtain appraisal services.
- This action provides appraisal services for Sound Transit's capital program, transit-oriented development division, and various operational groups. The scope of work includes Appraisal Reports, Appraisal Reviews, Right-of-Way Cost Estimates, and Valuation-Related Consulting Services necessary to support the agency's expansion work, transit-oriented development program, and ongoing operations.
- Services will be ordered by issuing Task Orders under the various Contracts for specific scopes of services.
- Committee approval is required for task orders exceeding \$10,000,000, individually or cumulatively within a defined scope of work.
- Board approval is also required for task orders to provide services to support capital, operations, or maintenance for projects whose estimated total project cost is forecasted by the chief financial

officer to be unaffordable under the Sound Transit Long-Range Financial Plan based on current updated estimates.

- The CEO is authorized to execute task orders provided that (1) the value does not exceed \$10,000,000; and (2) the task order issuance is managed in accordance with agency policies and procedures for the development, issuance, execution, and modification of task orders.

## **Background**

Appraisal services at Sound Transit are currently provided through appraisal on-call consultant contracts with the goal of achieving cost, time, and resource savings by reducing the number of procurements. Before issuing the On-Call Appraisal Request for Proposals (RFP), Sound Transit held outreach at multiple industry events in Western Washington and beyond, as well as directly communicating with local appraisal firms to encourage participation.

In response to the RFP, proposals were submitted by 11 firms with the following notable metrics:

- Eleven firms submitted proposals, an increase from seven firms who responded to the last RFP in 2020
- Nine prime firms selected for award, an increase from six firms as a result of the 2020 RFP
- All six firms currently under contract with Sound Transit submitted proposals for new contracts
- Two firms that were previously subconsultants with Sound Transit submitted proposals to be awarded contracts as primes

Sound Transit has had success with this on-call contract approach to procure appraisal services required by Sound Transit to support the agency's expansion work, transit-oriented development program, and operations. The contracts will establish a deep bench of qualified firms and subject matter experts needed to support the substantial amount of valuation work anticipated to be needed by the Agency over the next five to seven years. The appraisal services contracts are intended to reduce the time and resources needed to award individual contracts and allow Sound Transit to issue task orders for various services without having to initiate a new procurement.

## **Procurement information**

An RFP was issued for this procurement and the solicitation indicated that Sound Transit could make multiple awards. The term of each contract to be awarded is five years, with two one-year options to extend the term at Sound Transit's sole discretion.

The RFP was advertised in April 2025. Eleven firms submitted proposals, and all were determined to be responsive. Evaluations were held in August, and nine teams were determined to be the most qualified firms. Interviews were not conducted.

A separate contract will be executed with each of the nine listed consultants. The total value of all Contracts, including all task orders, will not exceed the Board authorized amount of \$27,000,000.

All nine awardees were asked to submit a price schedule for various services anticipated to be needed by the Agency during the contract cycle. Compensation for task orders will be based on fixed per-unit prices, depending on the service(s) needed.

The final rates were negotiated with each proposer. The rates negotiated for each contract were evaluated and determined by Procurement to be fair and reasonable. Future annual rate escalations vary by consultant but were also determined to be fair and reasonable.

Sound Transit will determine the most appropriate consultant for the task order scope of services requested based on qualifications, contract pricing, and ability to complete the scope of work in the timelines needed by the Agency.

Sound Transit anticipates one additional advertising opportunity for additional consultants to qualify and potentially be awarded a contract at mid-point during the term of the initial contracts awarded pursuant to this RFP. The award of additional contracts would be subject to Board approval.

The Sound Transit Appraisal Division will oversee the process of issuing each task order to the most qualified firm, depending on the services requested.

**Fiscal information**

The appraisal services described in the proposed action will be assigned on a task order basis. Funding for the task orders will come from existing, board-approved project budgets. As services will be rendered as needed, cost distribution will be determined as each task order is executed.

This action does not impact the affordability of Sound Transit’s Long-Range Financial Plan, because it does not authorize task orders for capital, operations, or maintenance on projects whose total estimated project cost is forecasted by the chief executive officer to be unaffordable under the Sound Transit Long-Range Financial Plan based on current cost estimates.

**Disadvantaged and small business participation**

**Participation by small businesses and disadvantaged business enterprises (DBEs)**

Sound Transit promotes and encourages small business participation, which also includes disadvantaged business enterprises (DBEs). However, after completing a review of all right-of-way appraisal firms in the Puget Sound area that are DBE qualified, and examining the opportunities to subcontract work under this contract, it was determined appropriate to not set small business/DBE goals for this contract.

DBE Benchmark	
Overall DBE Target 0%	DBE Commitment: 0%

**Public involvement**

Not applicable to this action.

**Time constraints**

A one-month delay would not create a significant impact to any project schedule.

**Environmental review** – KH 8/27/25

**Legal review** – DLM 09/09/2025

## **Motion No. M2025-45**

A motion of the System Expansion Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute nine individual contracts for five years, each with two one-year options to extend, with ABS Valuation, CIC Valuation, CBRE, Cushman & Wakefield, Integra Realty Resources, McKee Appraisal, National R/W Review Appraisal, R.P. Herman & Associates, and SOVA Consulting to provide Sound Transit with appraisal services such that the aggregate total amount of the nine contracts does not exceed \$27,000,000 over the potential seven-year period, and that task orders exceeding \$10,000,000 or are restricted by Resolution No. R2021-05 are subject to Committee or Board approval.

### **Background**

Appraisal services at Sound Transit are currently provided through appraisal on-call consultant contracts with the goal of achieving cost, time, and resource savings by reducing the number of procurements. Before issuing the On-Call Appraisal Request for Proposals (RFP), Sound Transit held outreach at multiple industry events in Western Washington and beyond, as well as directly communicating with local appraisal firms to encourage participation.

- In response to the RFP, proposals were submitted by 11 firms with the following notable metrics:
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Sound Transit has had success with this on-call contract approach to procure appraisal services required by Sound Transit to support the agency's expansion work, transit-oriented development program, and operations. The contracts will establish a deep bench of qualified firms and subject matter experts needed to support the substantial amount of valuation work anticipated to be needed by the Agency over the next five to seven years. The appraisal services contracts are intended to reduce the time and resources needed to award individual contracts and allow Sound Transit to issue task orders for various services without having to initiate a new procurement.

Sound Transit issued a Request for Proposals for real estate appraisal services that allowed for the award of multiple contracts where several contractors were selected and may be issued individual task orders for specific projects or scopes of services over the life of the contract. This is consistent with the multiple-award contracting actions previously approved by the Board.

The multiple contracts will allow Sound Transit to have access to a pool of experts and streamline the agency's ability to obtain appraisal services.

This action provides appraisal services for Sound Transit's capital program, transit-oriented development division, and various operational groups. The scope of work includes Appraisal Reports, Appraisal Reviews, Right-of-Way Cost Estimates, and Valuation-Related Consulting Services necessary to support the agency's expansion work, transit-oriented development program, and ongoing operations.

Services will be ordered by issuing Task Orders under the various Contracts for specific scopes of services.

Committee approval is required for task orders exceeding \$10,000,000, individually or cumulatively within a defined scope of work.


Board approval is also required for task orders to provide services to support capital, operations, or maintenance for projects whose estimated total project cost is forecasted by the chief financial officer to be unaffordable under the Sound Transit Long-Range Financial Plan based on current updated estimates.

The CEO is authorized to execute task orders provided that (1) the value does not exceed \$10,000,000; and (2) the task order issuance is managed in accordance with agency policies and procedures for the development, issuance, execution, and modification of task orders.

## **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 nine individual contracts for five years, each with two one-year options to extend, with ABS Valuation, CIC Valuation, CBRE, Cushman & Wakefield, Integra Realty Resources, McKee Appraisal, National R/W Review Appraisal, R.P. Herman & Associates, and SOVA Consulting to provide Sound Transit with appraisal services with the following limitations: (a) the aggregate total amount of the nine contracts will not exceed \$27,000,000 over the potential seven-year period, (b) Board approval is required for task orders that provide services to support capital, operations, or maintenance for projects whose estimated total project cost is forecasted by the chief financial officer to be unaffordable under the Sound Transit Long-Range Financial Plan based on current updated estimates, (c) appropriate Committee approval is required for task orders exceeding \$10,000,000, individually or cumulatively within a defined scope of work, and (d) CEO approval is authorized for task orders that do not exceed \$10,000,000 in value when the task order is awarded by Procurement, Contracts and Agreements in accordance with agency policies and procedures for the development, award, execution, and modification of task orders.

APPROVED by the System Expansion Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on September 11, 2025.

  
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Nancy Backus  
Chair Pro Tem

### **Attest:**

  
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Kathryn Flores  
Board Administrator