

RESOLUTION NO. 2024-5

AUTHORIZING CONTRACT NO. 2023-122 WITH HDR ENGINEERING, INC. TO CONDUCT A TRANSIT ACCESS BARRIER STUDY IN AN AMOUNT NOT TO EXCEED \$649,640.95 (RTA DEVELOPMENT FUND, PROGRAMMING AND PLANNING DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") received funds from the Federal Transit Administration's Persistent Poverty Program (AoPP) to identify impediments to transit use in areas of persistent poverty; and

WHEREAS, the Authority sought consultant services to conduct a transit access barrier study focused on persistent poverty within the Authority's service area; and

WHEREAS, such services are available from HDR Engineering, Inc., located at 600 Superior Avenue, Suite 1700, Cleveland, Ohio 44114, to conduct a transit access barrier study; and

WHEREAS, HDR Engineering, Inc. offered to conduct a transit access barrier study for a total negotiated contract amount not to exceed \$649,640.95; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of HDR Engineering, Inc., as negotiated, to be in the best interest of the Authority and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of HDR Engineering, Inc. to conduct a transit access barrier study focused on persistent poverty be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with HDR Engineering, Inc. to conduct a transit access barrier study.

Section 3. That said contract will be funded through the RTA Development Fund, Programming and Planning Department budget, including, but not limited to, 100% local funds pending Federal Transit Administration approval of grant award 1237-2024-4 FY2021 Areas of Persistent Poverty, in an amount not to exceed \$649,640.95 (\$584,676.85 in federal funds which represents 90% of the total cost).

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor to the specifications and addenda, if any, the Affirmative Action Plan adopted by the Board of Trustees, bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that HDR Engineering, Inc. will attempt to exceed the 0% DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: January 23, 2024

  
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President

Attest:   
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Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT:</b> TRANSIT ACCESS BARRIER STUDY (PERSISTENT POVERTY)  <b>VENDOR:</b> HDR ENGINEERING, INC.  <b>AMOUNT:</b> \$649,640.95	<b>Resolution No.:</b> 2024-5
	<b>Date:</b> January 18, 2024
	<b>Initiator:</b> Programming and Planning Department
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority (“Authority”) to enter into a contract for a transit access barrier study with a focus on persistent poverty within the Authority’s service area.

2.0 **DESCRIPTION/JUSTIFICATION:** The Authority received funds from the Federal Transit Administration’s Persistent Poverty Program (AoPP) to identify impediments to transit use in areas of persistent poverty. The Authority sought consultant services for three (3) distinct study elements:

- 1) Existing condition and data analyses, which require literature reviews.
- 2) Direct data outreach that incorporates survey research methods including, but not limited to, developing survey instruments, conducting surveys, analyzing Authority service data, and convening small focus groups, with results presented in an extensive analysis report.
- 3) Identification of specific transit improvements with detailed findings and recommended improvement strategies. This will provide the Authority with a strategy to reduce and/or eliminate barriers to transit use that are within the Cuyahoga County service area.

3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals (“RFP”) was posted on the Authority’s Procurement website and advertised in local newspapers. Nineteen (19) interested parties downloaded the solicitation, and three (3) proposals were received on October 6, 2023. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures, the proposal of HDR Engineering, Inc., to conduct a transit access barrier study focused on persistent poverty, was determined to be the most advantageous to the Authority, price and all other factors considered. After negotiations, a total contract amount not to exceed \$649,640.95 was agreed upon. This total is approximately 19% below the independent cost estimate of \$805,000.00.

A cost analysis has been performed, and the Procurement Department has determined the price to be fair and reasonable to the Authority.

4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.

5.0 **POLICY IMPACT:** Does not apply.

- 6.0 **ECONOMIC IMPACT:** This procurement shall be payable through the RTA Development Fund, Programming and Planning Department budget, including, but not limited to, 100% local funds pending Federal Transit Administration approval of grant award 1237-2024-4 FY2021 Areas of Persistent Poverty, in an amount not to exceed \$649,640.95 (\$584,676.85 in federal funds which represents 90% of the total cost).
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would delay the completion of a transit access barrier study focused on persistent poverty within the Authority's service area.
- 8.0 **RECOMMENDATION:** This procurement was discussed by the Board of Trustees at the January 9, 2024 Operational Planning and Infrastructure Committee meeting. It is recommended that the offer of HDR Engineering, Inc. be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 **ATTACHMENTS:** None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
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General Manager, Chief Executive Officer