

RESOLUTION NO. 2008-83

AUTHORIZING CONTRACT NO. 2008-101 WITH POLYTECH, INC. FOR PROJECT 12.29 - ON CALL A/E SERVICES IN AN AMOUNT NOT TO EXCEED \$250,000.00 (RTA CAPITAL AND/OR RTA DEVELOPMENT FUNDS, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Authority has the need to contract with a firm to provide On Call A/E Services that can be quickly assigned as individual task order projects as described under Project 12.29, and

WHEREAS, the proposal of Polytech, Inc., with an office located at 55 Public Square, Suite 510, Cleveland, Ohio 44113, to perform said services was received on April 24, 2008, in response to a competitive solicitation; and

WHEREAS, Polytech, Inc. has agreed to perform the required services for the negotiated labor rates to be used in subsequent task orders at a total price not to exceed two hundred fifty thousand & 00/100 dollars (\$250,000.00) for a period of 18 months; and

WHEREAS, the General Manager/Secretary-Treasurer deems the offer of Polytech, Inc. to be the most qualified firm to provide said services and finds the negotiated hourly rates to be fair and reasonable to the Authority for those services 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 negotiated offer of Polytech, Inc. to provide various task order services under Project 12.29 - On Call A/E Services be and the same is hereby accepted.

Section 2. That the General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with Polytech, Inc. for the performance of said services.


Section 3. That said contract shall be payable from the RTA Capital and/or Development Funds, Engineering & Project Development Department budget, including but not limited to 100% local and future funds to be determined, in an amount not to exceed two hundred fifty thousand & 00/100 dollars (\$250,000.00) for a period of 18 months.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon appropriation of funds for future years; compliance by the contractor to the Specifications and Addenda, thereto, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2008-61; bonding and insurance requirements; and all applicable laws relating to the contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Polytech, Inc. will attempt to exceed the 15% minimum DBE goal assigned to this procurement.

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

Adopted: June 17, 2008



President

Attest:



CEO, General Manager/Secretary-Treasurer



TITLE/DESCRIPTION: AUTHORIZING CONTRACT NO. 2008-101 WITH POLYTECH, INC., FOR PROJECT 12.29 – ON CALL A/E SERVICES IN AN AMOUNT NOT TO EXCEED \$250,000.00 (RTA CAPITAL AND/OR DEVELOPMENT FUNDS, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)	Resolution No.: 2008-83
	Date: June 12, 2008
	Initiator: Engineering & Project Development
ACTION REQUEST:	
<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE: This action will allow the Authority to enter into a contract with Polytech, Inc. for On Call A/E Services for a period of 18 months.

- 2.0 DESCRIPTION/JUSTIFICATION: The Authority requires A/E services that can be quickly assigned as projects are identified. The On Call A/E Services can provide architectural, civil, mechanical, HVAC, plumbing and structural systems designs. The base term of this contract shall be 18 months from the Notice to Proceed on the first assignment and shall include all task orders issued during that period. The total of all task orders issued for the performance of this contract shall not exceed \$250,000.00 for the base term of the contract. Each task order will be a separate entity within the makeup of the contract. This contract will result in cost effective projects. The first task order will be for Revisions to the Tower City Station HVAC System.

- 3.0 PROCUREMENT BACKGROUND: The Request for Proposal was posted on the GCRTA website and advertised in the local newspapers. These services were solicited through a competitive negotiated procurement, utilizing the Brooks Act procedures. Under this process, the Authority's evaluation panel first selects the most technically qualified firm, solicits a pricing proposal from that firm, and negotiates only with that firm. Should the Authority determine that an agreement cannot be reached with the most qualified firm, it may reject that proposal and repeat the process with the next most qualified firm. In this instance, negotiations were held with the first ranked firm and an acceptable price was reached.

Polytech, Inc. has successfully completed design projects for GCRTA, City of Cleveland, Cleveland Public Schools, Case Western Reserve University, and City of Painesville.

A cost analysis was performed, and the Procurement Department has determined the negotiated rates for each task to be fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 15% DBE goal was established for this procurement. The prime contractor, Polytech Inc., is a certified DBE firm (African American owned) and will perform approximately 90% of the work with its own workforce. Polytech has further committed to subcontracting some of the additional work to the following DBE firms; McGuinness Unlimited, Inc., Ubiquitous Design, Ltd. and United Engineering Associates, LLC.

- 5.0 POLICY IMPACT: Does not apply.

- 6.0 ECONOMIC IMPACT: This contract shall be payable from the RTA Capital and/or Development Funds, Engineering & Project Development Department budget, including but not limited to 100% local and future funds to be determined, in an amount not to exceed two hundred fifty thousand & 00/100 dollars (\$250,000.00) for a period of 18 months.

- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will delay the needed On Call A/E Services design task orders and related, subsequent construction projects.
- 8.0 RECOMMENDATION: The Planning and Development Committee of the Board of Trustees reviewed this project at its June 3, 2008 meeting and recommended approval to the Board of Trustees. It is recommended that the offer of Polytech, Inc., be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer 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.



CEO, General Manager/Secretary-Treasurer