

RESOLUTION NO. 2022-109

AUTHORIZING CONTRACT NO. 2022-110 WITH RICHARD L. BOWEN & ASSOCIATES, INC. FOR PROJECT 19.35 – DESIGN SERVICE FOR CENTRAL RAIL SERVICE BUILDING MEZZANINE IN AN AMOUNT NOT TO EXCEED \$129,154.58 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Authority requires professional services from a qualified engineering consultant (EC) firm to design the mezzanine expansion located within the Central Rail Service Building; and

WHEREAS, the construction will require the EC to design the structural, architectural, mechanical, and electrical systems that will result in the proposed layout while meeting all applicable codes and standards; and

WHEREAS, the proposal of Richard L. Bowen & Associates, Inc., with an office located at 2019 Center St. Suite 500, Cleveland, OH 44113, to perform said services was received on October 19, 2022 in response to a competitive solicitation; and

WHEREAS, after negotiations, Richard L. Bowen & Associates, Inc. has agreed to perform the required services in an amount not to exceed \$129,154.58; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Richard L. Bowen & Associates, Inc. to be the most advantageous to 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 negotiated offer of Richard L. Bowen & Associates, Inc. to provide engineering design and technical construction support services under Project 19.35 – Design Service for Central Rail Service Building Mezzanine, 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 Richard L. Bowen & Associates, Inc. for the performance of said services.

Section 3. That said contract shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to 100% local funds and FTA Grants to be determined, in an amount not to exceed \$129,154.58.

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 Richard L. Bowen & Associates, Inc. will attempt to exceed the 19% minimum DBE goal assigned to this procurement.

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

Adopted: December 20, 2022

  
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President

Attest:   
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Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT:</b> PROJECT 19.35 – DESIGN SERVICE FOR CENTRAL RAIL SERVICE BUILDING MEZZANINE  <b>VENDOR:</b> RICHARD L. BOWEN & ASSOCIATES, INC.  <b>AMOUNT:</b> NTE \$129,154.58	<b>Resolution No.:</b> 2022-109
	<b>Date:</b> December 15, 2022
	<b>Initiator:</b> Engineering and Project Development 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 Authority to enter into a contract for the design services for the Central Rail Service Building mezzanine.
  
- 2.0 **DESCRIPTION/JUSTIFICATION:** This project will provide professional services from a qualified engineering consultant (EC) firm to design the mezzanine expansion located within the Central Rail Service Building. The construction will require the EC to design the structural, architectural, mechanical, and electrical systems that will result in the proposed layout while meeting all applicable codes and standards. The mezzanine expansion will provide needed office space for Central Rail employees.
  
- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals (“RFP”) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Nineteen interested parties, including potential subcontractors, downloaded the solicitation package. 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 price only with that firm. Should the Authority determine that an agreement could not 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 Richard L. Bowen & Associates, Inc., the first ranked firm, and an acceptable price was reached. A negotiated total contract amount not to exceed \$129,154.58 is 17.84% above the Engineer’s Estimate of contract amount of \$109,600.00.  
  
 Richard L. Bowen & Associates, Inc. has successfully completed projects for the GCRTA, Portage Area Regional Transit Authority, Norfolk Southern, Stark Area Regional Transit Authority, and Laketran, among others.  
  
 The Procurement Department performed a cost analysis and determined the proposed pricing to be fair and reasonable to the Authority.
  
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 19% DBE goal was established for this procurement. Richard L. Bowen & Associates has committed to achieving the DBE goal through the utilization of Advanced Engineering Consultants (Asian Pacific female-owned) in the amount of \$45,275.00 for a total DBE participation of \$45,275.00 or 35%.
  
- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 ECONOMIC IMPACT: This contract shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to 100% local funds and FTA Grants to be determined, in an amount not to exceed \$129,154.58.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would leave the Authority without the technical expertise of a professional engineering design firm to supplement the resources of the Authority's Engineering and Project Management Division.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the December 6, 2022 Operational Planning and Infrastructure Committee meeting. It is recommended that the offer from Richard L. Bowen & Associates, Inc. be accepted and the resolution passed 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