

**Date:** September 25, 2024

**To:** Board of Directors

**From:** Sam Desue, Jr.



**Subject:** **RESOLUTION NO. 24-09-51 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING CONTRACTS WITH CITIZEN ENGINEERS, LLC AND DKS ASSOCIATES FOR ENGINEERING CONSULTANT SUPPORT SERVICES FOR THE NEXT GENERATION TRAFFIC SIGNAL PRIORITY (TSP) EXPANSION PROJECT**

---

**1. Purpose of Item**

This Resolution requests that the TriMet Board of Directors (Board) authorize the General Manager or his designee to execute contracts with Citizen Engineers, LLC and DKS Associates for Engineering Consultant Support Services for the Next-Generation Traffic Signal Priority (TSP) Expansion Project (Contracts).

**2. Type of Agenda Item**

- Initial Contract
- Contract Modification
- Other \_\_\_\_\_

**3. Type of Contract Procurement**

- Low Bid / Invitation to Bid (ITB)
- Request for Proposals (RFP) (inc. CM/GC)
- Request for Qualifications (RFQ) (Personal Services)
- Other (inc. sole source)

**4. Reason for Board Action**

Board authorization is required for all contracts obligating TriMet to pay in excess of \$1,000,000.

**5. Type of Action**

- Resolution
- Ordinance 1<sup>st</sup> Reading
- Ordinance 2<sup>nd</sup> Reading
- Other \_\_\_\_\_

**6. Background**

With this Resolution, TriMet seeks Board approval for two Contracts for traffic engineering consulting services needed for the expansion and support of TriMet’s next generation cloud-based Transit Signal Priority (TSP) Expansion Project.

TSP is a key technology for delivering reliable and high frequency transit service. TriMet and its regional traffic agency partners recognize that in order to achieve shared mobility, safety, and climate goals, the Portland metropolitan region must make public transportation more competitive with other forms of travel. The Portland Bureau of Transportation (PBOT), the City of Gresham, and the Oregon Department of Transportation (ODOT) worked with TriMet on the first implementation of next generation TSP in the Portland region.

One of the first of its kind in North America, TriMet's cloud-based TSP system was implemented on September 18, 2022 with the opening of the FX2 Division Street line. It has been installed at 57 intersections along the Division Street corridor, between Southeast 11th Avenue in Portland and the Gresham Central Transit Center.

The impact of the new cloud-based TSP system exceeded expectations, proving substantially more effective and reliable than legacy versions of TSP that rely on line-of-sight emitters and receivers. TriMet and PBOT recently conducted a study, commissioned by the Federal Highway Administration, to calculate the time savings experienced when TSP was turned on compared to when it was off. That study found roundtrip travel times decreased by up to 8.2 minutes when the system was turned on.

The initial deployment of the TSP system on the Division Street corridor was recognized by an award for Transportation Achievement from the Institute of Transportation Engineers. Since the initial Division corridor deployment, cloud-based TSP has been implemented at ten additional signals with similarly impressive results.

TriMet and our regional traffic agency partners are working to expand TSP in the Metro area, including proposed FX service for the 82nd Avenue Project and frequent transit service on Line 33. Traffic engineering analysis is needed to support design decisions concerning where and how to implement TSP for the greatest benefit, and TriMet does not have in-house traffic engineering staff to carry out this task. If approved by the Board, this request would enable TriMet to access contracted traffic engineering support services to expand cloud-based TSP within the District.

## **7. Description of Procurement Process**

TriMet issued a Request for Proposals (RFP) on June 20, 2024, with proposals due on July 12, 2024. A total of 377 vendors were notified of the RFP via the TriP\$ website, of which, two vendors (Citizen Engineers, LLC and DKS Associates) submitted proposals.

A Source Evaluation Committee (SEC) comprised of staff from TriMet's Information Technology (IT) Division reviewed and evaluated the proposals. The evaluation criteria included: (1) Qualifications of the Proposer; (2) Qualifications of Staff; (3) Diversity in Employment and Contracting; and (4) Understanding of the Work. Rates were evaluated for reasonableness, but not scored, as each contract is limited to \$5,000,000 for a five-year term.

After evaluating the proposals, both proposers were shortlisted to the competitive range, and the SEC opened their rate proposals. Both vendors' rates were found to be reasonable. Best and Final Offers (BAFOs) were then requested from both vendors, to allow each of them the opportunity to lower their rates, which neither did.

Overall scores of the firms are summarized below:

	Possible Points	Citizen Engineers	DKS Associates
<i>Evaluation Criteria</i>			
Qualifications of Proposer	15	12.00	15.00
Qualifications of Staff	15	13.00	15.00
Diversity in Employment & Contracting	20	12.75	11.50
Understanding of the Work	50	47.50	49.25
<b>Technical Proposal Totals . . .</b>	<b>100</b>	<b>85.25</b>	<b>90.75</b>

The SEC was unanimous in its decision to award a contract to both Citizen Engineers and DKS Associates, as both vendors were very qualified and best suited to meet TriMet’s needs.

The proposed contracts will be for a five-year term, with TriMet retaining the unilateral option to terminate for convenience, for any reason, during each contract’s term. Expenditures under each contract will be based on TriMet’s actual need, which will vary annually depending on the number of task orders awarded to each vendor.

The total price of each contract compares favorably with TriMet’s Independent Cost Estimate (ICE) of \$5,000,000 for each five-year contract. The ICE was based on TriMet’s best estimate of the number of task orders to be issued for the work needing to be completed, at the rates paid for pricing (including escalation) for similar consultancy work.

**8. Diversity**

- Citizen Engineers’ three-person workforce is 33.3% female and 33.3% non-binary. Citizen Engineers is in the process of obtaining its Emerging Small Business certification with Oregon’s Certification Office for Business Inclusion and Diversity (COBID). Subcontractors will be used for approximately 10% of the work under its contract.
- DKS Associates’ 141-person workforce is 41.1% female and 25.5% minority. Subcontractors will be used for approximately 5% of the work under its contract.

**9. Financial/Budget Impact**

The funds for each on-call task will be provided by the TSP Expansion Project as they are approved and funded.

**10. Impact if Not Approved**

If this Resolution is not approved, TriMet will not be able to obtain the traffic engineering expertise required to expand cloud-based TSP, and opportunities to expand the region’s TSP system may not be realized.

**RESOLUTION NO. 24-09-51**

**RESOLUTION NO. 24-09-51 OF THE TRI-COUNTY METROPOLITAN  
TRANSPORTATION DISTRICT OF OREGON (TRIMET)  
AUTHORIZING CONTRACTS WITH CITIZEN ENGINEERS LLC AND  
DKS ASSOCIATES FOR ENGINEERING CONSULTANT SUPPORT  
SERVICES FOR THE NEXT GENERATION TRAFFIC SIGNAL  
PRIORITY (TSP) EXPANSION PROJECT**

**WHEREAS**, TriMet has authority under ORS 267.200 to enter into contracts with Citizen Engineers, LLC and DKS Associates for Engineering Consultant Support Services for the Next Generation Traffic Signal Priority (TSP) Expansion Project (Contracts); and

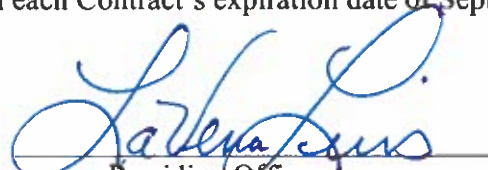
**WHEREAS**, by Resolution No. 22-05-35, dated May 25, 2022, the TriMet Board of Directors (Board) adopted a Statement of Policies requiring the Board to authorize all contracts obligating TriMet to pay in excess of \$1,000,000; and

**WHEREAS**, the total amount of each Contract exceeds \$1,000,000;

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the Contracts shall conform with applicable law.
2. That the General Manager or his designee is authorized to execute a Contract with Citizen Engineers, LLC in the amount of \$5,000,000, and a Contract with DKS Associates in the amount of \$5,000,000, with total amount paid under each Contract based on actual services performed, through each Contract's expiration date of September 30, 2029.

Dated: September 25, 2024

  
\_\_\_\_\_  
Presiding Officer

Attest:

  
\_\_\_\_\_  
Recording Secretary

Approved as to Legal Sufficiency:

  
\_\_\_\_\_  
Legal Department