

Contracting Delegation Update & Options

April 30, 2025

TriMet Board Worksession

Contracting Delegation History

Solicitation Type	1992	2002	2009	2017	2022
Bids – Goods/Srvs	\$250k	\$500k	\$500k	\$1M	\$1M
RFP – Goods/Srvs	\$250k	\$250k	\$500k	\$1M	\$1M
Personal Services	\$100k	\$150k	\$150k	\$500k	\$500k
Other Changes	“All Ordinary & Necessary Bills”	N/A	N/A	Allow 10% PS Exmpt Rev Neutral	10% Change Orders

TriMet's Annual Contracting

FY 24	Up to \$1 M	\$1-2	\$2-5 M	\$5-10 M	Over \$10 M	Total
ITB	24	6	4	1	0	35
Quotes	20	0	0	0	0	20
RFP	23	1	6	2	5	37
Sole Source	54	3	1	0	1	59
Other Non-Competitive	74	3	0	0	1	78
Modifications	505	6	6	3	4	524
Total	700	19	17	6	11	753

FY 25	Up to \$1 M	\$1-2	\$2-5 M	\$5-10 M	Over \$10 M	Total
ITB	17	6	4	0	0	27
Quotes	11	0	0	0	0	11
RFP	48	3	5	2	3	61
Sole Source	24	0	3	0	0	27
Other Non-Competitive	60	0	0	1	1	62
Modifications	514	8	7	2	0	531
Total	674	17	19	5	4	719

Comparison to Our Peers (as of 2022)

	TriMet	Sound Transit	Denver RTD	City of Portland	Metro & Multnomah Co.
Goods & Services	\$1,000,000	\$2,000,000	\$2,000,000	\$1,000,000	*Unlimited
Construction	\$1,000,000	\$5,000,000	\$2,000,000	\$1,000,000	*Unlimited
Personal Services	\$500,000	\$5,000,000	\$2,000,000	\$1,000,000	*Unlimited

* Metro's Council and Multnomah County's Board have delegated all contracting authority to internal leadership or the Chief Procurement Officer respectively

Options – Changing Delegation

- Align \$\$ thresholds with large peer transit agencies
- Higher \$\$ threshold for “Construction” vs. “Services”
- Unified \$\$ threshold for “Services” and “Personal Services”
- Perhaps maintain lower \$\$ for non-competitive contracts

Options – Using Consent Agenda

- Instead of changing delegation, use the consent agenda for contracts the board sees as “lower risk”
- Potential concept:

Award Type	Delegated	Consent Agenda	Regular Agenda
Competitive Bids (ITB, etc)	Under \$1M	Over \$1M	None
Competitive Contracts by RFP for Goods/Services	Under \$1M	\$1-2M	Over \$2M
Competitive Contracts by RFP for Construction	Under \$1M	\$1-5M	Over \$5M
All non-competitive awards	Under \$1M	None	Over \$1M

Questions?

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