



Date: December 5, 2022

To: Wanda S. Page, City Manager
Through: Bertha T. Johnson, Deputy City Manager
From: Jina B. Propst, Director, General Services Department
Subject: Durham Station Transit Center Improvements Project Design Contract with Perkins & Will, Inc.

Executive Summary

City staff have selected a Professional Services team to provide design and construction administration for improvements to the Durham Station Transit Center located at 515 West Pettigrew Street. The project scope consists of improvements to the bus island, including additional shade and weather protection through enhanced canopies, additional public restrooms, integrated seating, and a new customer service and security kiosk. The project scope also increases the number of bus bays from 20 to 28, allowing for increased transit service. Special consideration will be given to phasing construction activities to ensure that services remain minimally impacted for the duration of construction.

A Request for Qualifications (RFQ) for Professional Services was advertised on the City of Durham website on May 24, 2022. Perkins & Will was selected from an evaluation process by members of City staff from General Services, Transportation and the Finance Departments.

Motion

To authorize the City Manager to execute a professional services contract with Perkins & Will, Inc. for the Durham Station Transit Center Improvements project in the amount of \$1,517,800;

To establish a contingency fund for the contract in the amount of \$104,000; and

To authorize the City Manager to negotiate and execute amendments to the professional services contract provided the total contract does not exceed \$1,621,800.

Background

Durham Station Transit Center is central and critical to transit in the City of Durham now and will remain vital to successful transit in the future. Periodic review of ridership experience and evaluation of changes in the surrounding city landscape are needed to ensure the continued success of the transit system. In 2011, a detailed post-occupancy study of Durham Station, its users, and pedestrian movement on site, and developed concepts for station enhancements was produced.

In 2020, GoTriangle advertised a Request for Qualifications (RFQ) seeking architectural/engineering firms to provide professional services to validate findings compiled in the 2011 study. The scope of work included ridership survey collection and validation of existing data, programming and conceptual design, and schematic design. Perkins & Will was selected through this qualification-based selection process and provided public outreach and design services

resulting in the 100% schematic design document being used as the basis for the next phase of the project.

In May of 2022, the General Services Department (GSD) advertised an RFQ for Professional Services for the Durham Station Transit Center Improvements project, to move forward with design development and construction documents for the scope defined in the 100% Schematic Design documents.

GSD advertised the RFQ on the City of Durham website on May 24, 2022, and held a Pre-Submittal Meeting on June 2, 2022, which was attended by representatives from several local professional services firms. One Statement of Qualifications was received, from Perkins & Will. Evaluation of Perkins & Will's Statement of Qualifications by City staff found the team to be qualified to complete the scope of work.

The original design for the Durham Station Transit Center was completed by the Freelon Group, which joined Perkins & Will in 2014. This institutional knowledge, along with a breadth of experience in transportation facility design and a sense of ownership of the design concepts developed in the 100% Schematic Design documents, makes the Perkins & Will team uniquely qualified to complete the scope of work outlined in the RFQ. Therefore, GSD recommends authorization to execute a Professional Services Contract with the selected team.

Issues and Analysis

Negotiations with Perkins & Will has resulted in a fee for full design services in an amount not to exceed \$1,517,800.00. Perkins & Will's scope of services begins with validation of the scope contained in the 100% Schematic Design document, and continues through construction document development, construction administration and closeout. Perkins & Will will begin the design phase by re-engaging with GoDurham, GoTriangle, City of Durham Transportation and the public to confirm that scope elements meet the needs of ridership now and into the future. Public Engagement consultant, Aidilisms LLC, will lead community outreach efforts to validate the outcome of the previous Schematic Design, and to solicit input about preferred station amenities and preferred forms of cultural expression that transit riders would like to see incorporated in the design. These efforts will be coordinated through general information sessions, surveys and pop-up events at Durham Station. The consultant team led by Perkins & Will, also consists of the following subconsultants: Lynch Mykins Structural Engineers, PC (Structural Engineering), Engineered Designs, Inc. (Mechanical Electrical Plumbing Engineering), Bree & Associates, Inc. (Cost Estimation), Surface 678, P.A. (Landscape Architecture), and Kimley-Horn and Associates, Inc. (Transit Planning and Civil Engineering). After completing validation and evaluation of the scope the team will proceed into design development. Perkins & Will will work closely with the Construction Manager selected through a separate RFQ process, to develop the project within budget and to identify construction phasing to allow for uninterrupted transit services throughout construction.

The Transit Center Improvements project will require close coordination by and between the Project team, Transportation and other City departments, and community stakeholders. The integrated project approach of contracting for concurrent architectural/engineering design and construction manager at risk pre-construction services presents an opportunity to develop and deliver a project that achieves the goals of the end users and City-wide community.

Approval of the design contract will allow Perkins & Will to proceed with schematic design validation, and continue to design development and production of construction documents for the Project. The anticipated design schedule includes sixteen (16) months for design, permitting and

bidding and twelve (12) months for construction activities, for a planned Project completion in early 2025.

Alternatives

City Council could elect to not approve the design contract with Perkins & Will and direct staff to re-advertise the RFQ or not pursue the project. If the contract is not approved the design schedule would be delayed, grant funding could be impacted, and construction cost would be impacted by escalation.

Financial Impact

This project has been awarded Federal Transit Authority grant funding totaling \$10,800,000, which requires a 20% local match totaling \$2,700,000. The \$2,700,000 local match is reimbursable to the City of Durham through the Durham County Transit Plan's ½ cent transit sales tax. Funds for this project are currently budgeted and available as follows:

FUNDING SOURCES

FY 2023 Transit Fund	\$2,700,000.00
Federal Transit Authority Grant	<u>\$10,800,000.00</u>
Total Revenues	\$13,500,000.00

PROJECT COSTS

Professional Services	\$ 1,517,800.00
Professional Services Contingencies	\$ 104,000.00
Pre-Construction Phase Fee	\$ 90,002.00
Construction	\$10,962,848.00
Construction Contingencies	\$ 346,700.00
Owner administrative tasks	\$ 247,550.00
Public Art	<u>\$ 231,100.00</u>
Total Expenditures	\$13,500,000.00

Equal Business Opportunity Summary

The Underutilized Business Compliance Division has reviewed the proposal submitted by Perkins & Will of Durham, NC and has determined that they are in compliance with the Equal Business Opportunity Program Ordinance. The goals are MUBE 8% and WUBE 6%.

Minority goal was met and Women goal was exceeded. Perkins & Will is in compliance with the Ordinance to promote Equal Business Opportunities in City Contracting.

UBE REQUIREMENTS:

Perkins & Will will utilize the following HUB certified firms:

Firm	ID	City/State	Amount	% of Contract
Bree & Associates, Inc.	MUBE	Durham, NC	TBD	1.5%
Surface 678, P.A.	MUBE	Raleigh, NC	TBD	6%
Aidilisms LLC	MUBE	Durham, NC	TBD	0.5%
Engineered Designs, Inc.	WUBE	Cary, NC	TBD	10%

Contractor Workforce Diversity & Hiring Practices

According to the contractor’s responses to the “Contractor Workforce Diversity Questionnaire,” (see attached) the contractor is a large employer (over 100 employees) consisting mostly of professional/skilled workers. The contractor believes it has a diverse workforce and promotes diversity through their Diversity Council, whose goal is ensuring their commitment to Justice, Equity, Diversity and Inclusion is upheld. The contractor also fosters diversity through recruitment and outreach at women/ minority-focused professional groups and Historically Black Colleges and Universities.

Total Workforce:

Employment Category	Total Employees	Total Males	Total Females
Project Manager	123	73	50
Professional	1116	544	572
Labor	0	0	0
Clerical	62	7	55
Total	1301	624	677

Male:

Employment Category	White	Black	Hispanic	Asian or Pacific Islander	Indian or Alaskan Native
Project Manager	61	2	5	5	0
Professional	363	29	61	89	2
Labor	0	0	0	0	0
Clerical	5	1	1	0	0
Total	429	32	67	94	2

Female:

Employment Category	White	Black	Hispanic	Asian or Pacific Islander	Indian or Alaskan Native
Project Manager	34	1	7	8	0
Professional	345	31	59	136	1
Labor	0	0	0	0	0
Clerical	44	7	4	0	0
Total	423	39	70	144	1

Attachments

Attachment A: Design Contract

Attachment B: Contractor Workforce Diversity Questionnaire

Attachment C: 100% Schematic Design Concept Images