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TO: BOARD OF DIRECTORS

THROUGH: PHILLIP A. WASHINGTON *PAW*
CHIEF EXECUTIVE OFFICER

FROM: RICHARD F. CLARKE *RFC*
EXECUTIVE DIRECTOR, PROGRAM MANAGEMENT

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INTERIM EXECUTIVE DIRECTOR, VENDOR/CONTRACT
MANAGEMENT

SUBJECT: HIGHWAY BENCH STATUS UPDATE

ISSUE

The Board of Directors had asked for an update to their January 23, 2014 recommended actions regarding the Highway Bench Contract.

DISCUSSION

The Highway Bench Contract was approved at the October 28, 2010 Board Meeting. It established a list of qualified firms for bench contracts under six disciplines. The total value of the Bench was capped at \$8 Million. The Bench contracts allowed for task orders to be issued for up to \$250,000, however, at its June 28, 2012 meeting, the Board increased the cap to \$500,000 for each task order.

Before the Highway Bench was set to expire on December 31, 2013, a replacement Bench was advertised and a new list of qualified firms was presented to the Board on January 23, 2014 as Item 72, "Highway Bench Contract Approval".

The Board addressed the Item and approved a Dubois, Molina and Dupont-Walker motion for the CEO to:

- A. Extend the existing Highway Bench contract for an additional two years to December 2015; and
- B. Explore options to maximize Disadvantaged Business Enterprise (DBE) and Small Business Enterprise (SBE) participation levels in the existing Highway Bench contract during the extension period as referenced above; and
- C. Re-procure and recommend to the Board a new Highway Bench list that represents reasonable levels of DBE and SBE participation goals for the December 2015 Board meeting.

This Board Box is provided to update the Board on staff's actions and to seek further direction if necessary.

The 2010 Highway Bench contract was extended through December 2015 with \$4,985,654 of the \$8,000,000 authorized awarded. Since early 2014, many of the highway procurements, due to their size, were solicited individually with SBE and DBE goals as part of the criteria and fewer Bench task orders were issued.

At the January 24, 2014 meeting, the Metro Board (Item 54) adopted the Small Business Set-Aside Policy (now SB Prime) for federal and non-federally funded competitively negotiated contracts and amended Metro's SBE Program. In June of 2014, staff implemented the SB Prime Program and certain acquisitions from \$3,000 to \$5,000,000 are set aside for SBE firms. To date, the Highway Program Department has utilized the SB Prime Program to let twelve contracts with a total value of \$3,610,843, three of which were Highway Bench contracts valued at \$1,129,359.

As this program has been successful in awarding contracts to SBE firms, the Highway Program staff is fully supportive of this procurement method and staff believes this program should continue for our Metro led procurements.

Highway Programs anticipates that there can be many opportunities for Scopes of Work to be contained in the funding range of the SB Prime Program.

NEXT STEPS

Given the many opportunities for the SB Prime procurement program, rather than initiating a new Bench, the Highway Program will continue to utilize the SB Prime Program and continue to develop Scopes of Work that can utilize this procurement program.