



DEPARTMENT OF ENVIRONMENTAL SERVICES

Division of Transportation

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MEMORANDUM

TO:	Elizabeth Dooley, Assistant Purchasing Agent, DMF	
FROM:	Michelle Chaney, Contract Specialist, DES	DATE: 5/7/2013
CC:	Lynn Rivers, Regional Transit Coordinator, DES Bee Buegler, Capital Program Manager, DES Corey Cranmer, Capital Project Manager, DES	
SUBJECT:	Sole Source Justification for HOK to Provide Additional Services for the Columbia Pike Super Stops Project	

This memorandum requests approval of a sole source award to HOK to provide additional services on the Columbia Pike Super Stops project. The County entered into an agreement with HOK in 2003 (Agreement Number 35-03) for design and construction engineering services followed by an additional agreement in 2008 (Agreement Number 93-08) to provide construction administration services for the Super Stops project.

The Transit Bureau is seeking additional services from HOK to perform design modifications to their existing prototype design. After the construction of the first Super Stop was completed and opened for business in March 2013, there was a lot of feedback and concerns from the public. The County Manager has asked the Transit Bureau to hold community engagement meetings with civic associations, the Transit Advisory Committee, the Transportation Commission, CPRO, CPIT and the County Board among others. HOK would attend these public meetings and as the designer and engineer of record, they would be able to respond to comments and concerns on the existing prototype design, which no other firm would be able to do. In addition, HOK would compile and evaluate comments discussed at the community engagement meetings and conduct the technical review to incorporate solutions into their design modifications. The intent of this work is to only have design modifications made, whereas if a different design firm were used, the concern is that an entire re-design would take place which would increase the project costs and schedule.

The Transit Bureau requests approval of a sole source award to HOK based on the previous design work they performed on this project allowing their direct responses to the public's comments and concerns at community engagement meetings, the need for continuity and significant cost and time savings to the County.