



## Operational Planning & Infrastructure Committee

April 1, 2025

### MEETING MINUTES

**Committee Members:** Mr. Sleasman (Chair), Ms. Welch (Vice Chair), Mayor Gallo, Mr. Love  
**Other Board Members:** Ms. Elder, Mayor Koomar, Ms. McPherson, Ms. Pacetti, Mayor Weiss  
**Not Present:** Rev. Lucas  
**Staff/Other:** Nick Biggar, India Birdsong Terry, Louis Catalusci, Floun'say Caver, Melinda Dangelo, Maribeth Feke, George Fields, Mary Flannery, Bob Fleig, Joel Freilich, Anthony Garofoli, Rajan Gautam, Grant Kersh, Carl Kirkland, Jennifer Martin, Kathleen McGerver, Sheila Miller, Jim Reed, Mike Schipper, Wendy Tally, Dawn Tarka  
**Public:** Colleen Boyd, Andre' Bryan, Brian Gibbons

Mr. Sleasman called the meeting to order at 9:07 am with a roll call. Four (4) committee members were present representing a quorum.

Motion by Ms. Welch, seconded by Mr. Love to approve the minutes from March 4, 2025.

Mr. Sleasman called for the first presentation of a negotiated competitive procurement for Engineering Services for Special Bridge Inspections. Grant Kersh and Lou Catalusci gave the presentation.

#### Project Overview

The Greater Cleveland Regional Transit Authority is seeking the services of qualified and interested consultants experienced in bridge inspection and load rating. The selected consultant and their subcontractors must be ODOT prequalified for the work associated with this project.

#### Procurement Overview

The Request for Proposal for the Engineering Services for Special Bridge Inspections was issued on December 22, 2024. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers as well as on the RTA website.

The solicitation document was accessed and/or downloaded by twenty-four (24) interested parties, including sub-contractors, for this solicitation. One (1) proposal was received on January 30, 2025. The proposal is as follows.

#### Proposers: (1)

Burgess & Niple, Inc.\*

\*Denotes short listed firm

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A panel of Authority employees, including representatives from Engineering, the Office of Management and Budget, Safety, and Procurement performed an evaluation of the proposal using the following Evaluation Criteria:

- Project Manager
- Assigned Staff
- Past Performance
- Project Approach
- Location of Majority of Work
- DBE Participation

This procurement was conducted in accordance with established Procurement Department Policies and Procedures and the Brooks Act. The Brooks Act establishes a qualification-based selection process for design and consultant contracts. The selection process features a two-step evaluation procedure. In the first step, all proposals are ranked using weighted evaluation criteria. The proposals with the highest scores are interviewed by this panel and ranked again. Cost negotiations are conducted with the highest-ranked, most technically qualified firm.

If cost negotiations fail to reach a mutually acceptable price, negotiations with that firm are terminated and negotiations are conducted with the next-ranked firm until a mutual price is accepted.

#### Recommendation

Burgess & Niple, Inc. has over 400 employees and specializes in infrastructure engineering services. The strengths of Burgess & Niple, Inc. include:

- Knowledgeable and familiar with transportation and infrastructure.
- Firm was founded in Ohio in 1912.
- 24 offices nationwide.
- A clear and acceptable project approach.

The Office of Business Development has assigned a 6% DBE participation goal to this project. The DBE goal will be met by utilizing Denise's Flagging and 2LMN, Inc. as subcontractors.

#### Client Base

In the past, Burgess & Niple, Inc. has successfully performed on projects for GCRTA, Oklahoma Department of Transportation, Summit County, and the Ohio Department of Transportation, among others.

A resolution will request authorization to issue a contract to Burgess & Niple, Inc. to conduct Engineering Services for Special Bridge Inspections in an amount not to exceed \$371,710.00. This total contract amount is approximately 6% above the Engineer's Estimate of \$350,000.00.

It was moved by Mr. Sleasman, seconded by Ms. Welch and approved to move to the full Board.

Mr. Sleasman called for the next presentation of a competitive negotiated procurement for on-call schedule and cost control services. Kathleen McGervey and Jenn Martin gave the presentation.

#### Project Overview

The Greater Cleveland Regional Transit Authority (GCRTA) sought the services of professional consultants to complete on-call scheduling and cost control services that encompass monitoring and determining the accuracy, completeness and impact of past and potential issues associated with the

contractor's schedule. In addition, the consultant(s) will be responsible for assisting the GCRTA Resident Engineer by providing independent estimates, review of contractor cost proposals, contractor invoices and project closeout.

#### Procurement Overview

The Request for Proposal for consulting services for On-Call Schedule and Cost Control – 2024 was issued on October 11, 2024. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The Request for Proposal was also published on the RTA web site.

The Request for Proposal was accessed and/or downloaded from the web site by ten (10) interested parties. One (1) proposal was received on November 11, 2024, as shown below:

#### Proposals (1)

Vail Network Co., dba VN Services, Inc.\*

\* Denotes shortlisted firms

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A panel of Authority employees, including representatives from the following departments: Engineering and Project Development, Office of Management and Budget, Grants Management and Treasury, Office of Business Development, Safety, Power & Way, Management Information Services, and Procurement, performed an evaluation of the proposals using the following Evaluation Criteria:

- Project Manager
- Assigned Staff
- Past Performance
- Project Approach
- Location of Majority of Work
- DBE Participation

This process was conducted in accordance with established Procurement Department Policies and Procedures. The evaluation panel interviewed one (1) firm. It was determined that the proposal of Vail Network Co., dba VN Services, Inc. was most advantageous to the Authority.

#### Recommendation

Vail Network Co., dba VN Services, Inc. was founded in 1982 and maintains a staff of five personnel. It is a full-service Project Management and scheduling support services firm that performs construction management in the areas of scheduling, cost control, document management, maintenance & capital expense planning, and budget management.

The strengths of VN Services, Inc. include:

- In depth knowledge of scheduling and estimating.
- Familiar with GCRTA from past projects and its estimating needs.
- Demonstrated ability to navigate complex projects through scheduling and estimating.

The Office of Business Development has set a 6% DBE goal. Vail Network Co., dba VN Services, Inc., as a certified DBE firm, will exceed this goal via self-performance of the work.

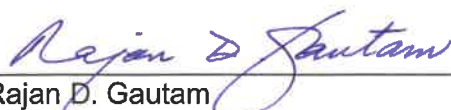
Client Base

VN Services, Inc. has successfully completed projects for the Authority, University Hospitals, ODOT, Progressive Field, and Cleveland Hopkins International Airport, among others.

A resolution will request authorization to issue a contract to VN Services, Inc. to conduct on-call schedule and cost control services in an amount not to exceed \$200,000.00 for a period of 24 months.

It was moved by Mr. Sleasman, seconded by Mr. Love and approved to move to the full Board.

There being no further business to bring before this Committee, a motion to adjourn the meeting was moved by Mr. Sleasman and seconded by Ms. Welch. The meeting was adjourned at 9:26 am.

  
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Rajan D. Gautam  
Secretary/Treasurer

  
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Avis R. Lyons  
Interim Executive Assistant