



*July 23, 2025*

**To:** Finance and Administration Committee

**From:** Darrell E. Johnson, Chief Executive Officer

**Subject:** Consultant Selection for Preparation of Plans, Specifications, and Estimates for Improvements to Orange County Transportation Authority's Headquarters Property

### **Overview**

On January 13, 2025, the Orange County Transportation Authority Board of Directors authorized the release of a request for proposals for consultant services for the preparation of plans, specifications, and estimates for improvements to the Orange County Transportation Authority's headquarters property. Board of Directors' approval is requested for the selection of a firm to perform the required services.

### **Recommendations**

- A. Approve the selection of Stantec Architecture Inc., as the firm for preparation of plans, specifications, and estimates for improvements to the Orange County Transportation Authority's headquarters property.
- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-4-2654 between the Orange County Transportation Authority and Stantec Architecture Inc. for the preparation of plans, specifications, and estimates for improvements to Orange County Transportation Authority headquarters property.

### **Background**

On August 12, 2024, the Orange County Transportation Authority (OCTA) Board of Directors (Board) approved the purchase of the property located at 2677 North Main Street, Santa Ana (new headquarters) to serve as the new headquarters property for OCTA. The acquisition plan presented to the Board for the purchase of the property also included the need to make improvements within the office tower and to construct a new boardroom/conference room facility.

OCTA closed escrow on the purchase of the new headquarters property on October 25, 2024. In order to meet the business needs of OCTA, improvements will need to be made within the existing office tower, which will house OCTA's administrative staff and tenants, and a new boardroom/conference room facility will be constructed, which will house OCTA's Board and committee meetings, as well as serve as the conference center for OCTA's administrative staff.

### ***Discussion***

During the acquisition process of the property, OCTA utilized consulting services to develop high-level floor plan layouts for the office tower, as well as a high-level site plan for the boardroom/conference room facility. Consultant services are necessary to complete the final design for both improvements to the office tower, as well as to construct the boardroom/conference room facility. The timeline to complete final design for the improvements is approximately six to 12 months.

### ***Procurement Approach***

This procurement was handled in accordance with OCTA's Board-approved procedures for architectural and engineering (A&E) services that conform to both federal and state laws. Proposals are evaluated and ranked in accordance with the qualifications of the firm, staffing and project organization, and work plan. As this is an A&E procurement, price is not an evaluation criterion pursuant to state and federal laws. Evaluation of the proposals was conducted based on overall qualifications to develop a competitive range of offerors. The highest-ranked firm is requested to submit a cost proposal, and the final agreement is negotiated. Should negotiations fail with the highest-ranked firm, a cost proposal will be solicited from the second-ranked firm in accordance with Board-approved procurement policies.

On January 13, 2025, the Board authorized the release of Request for Proposals (RFP) 4-2654 which was issued electronically on CAMMNET. The RFP was advertised in a newspaper of general circulation on January 13 and January 20, 2025. A pre-proposal conference was held on January 23, 2025, with seven attendees representing three firms. Eight addenda were issued to make available the pre-proposal conference registration sheets and presentation materials, provide responses to questions received, and address administrative issues related to the RFP.

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On March 17, 2025, five proposals were received. An evaluation committee consisting of staff from the Contracts Administration and Materials Management, Finance and Administration, General Services, Facilities Engineering, Project Controls and Security and Emergency Preparedness departments met to review all submitted proposals. The proposals were evaluated based on the following Board-approved evaluation criteria and weightings:

- Qualifications of the Firm 20 percent
- Staffing and Project Organization 40 percent
- Work Plan 40 percent

Several factors were considered in developing the criteria and weightings. Qualifications of the firm was weighted at 20 percent as the firm must demonstrate experience in performing relevant work of similar scope, size, and complexity, which are important to the success of the project. Staffing and project organization was weighted at 40 percent as the qualifications of the project manager and other key task leaders are critical to understanding the project requirements and to the timely delivery and successful performance of the work. Work plan was equally weighted at 40 percent as the technical approach to the project is critical to the successful performance of the project. As this is an A&E procurement, price is not an evaluation criterion pursuant to state and federal laws.

The evaluation committee reviewed the five proposals received based on the evaluation criteria and found two firms most qualified to perform the required services. The most qualified firms are listed below in alphabetical order:

Firms and Location

GHD, Inc. (GHD)  
Headquarters: Sydney Australia  
Project Office: Tustin, California

Stantec Architecture Inc. (Stantec)  
Headquarters: Washington, DC  
Project Office: Los Angeles, California

On June 10, 2025, the evaluation committee interviewed the two short-listed firms. The interviews consisted of a presentation allowing each team to present its qualifications, highlight its proposal, and respond to the evaluation committee's questions. Each firm highlighted its staffing plan, work plan, and

perceived project challenges. The firms were asked general questions regarding their approach to the requirements of the scope of work (SOW), management of the project, coordination with various agencies, experiences with similar projects, and solutions for achieving the project goals.

Based on the evaluation of the written proposals and information obtained during the interviews, the evaluation committee recommends Stantec as the top-ranked firm for the preparation of plans, specifications, and estimates services for the project. Stantec ranked the highest among the proposing firms because it submitted a comprehensive proposal that was responsive to the requirements of the RFP, proposed a highly qualified and experienced team of key personnel, and presented a work plan demonstrating a thorough understanding of the overall project requirements. Stantec presented a cohesive interview with focused responses to the specific interview questions, highlighting the firm's experience, qualified staff and detailed work plan.

The following is a summary of the proposal evaluation results.

#### Qualifications of the Firm

Both short-listed firms are established and qualified to provide the required services. Positive references were received for both firms.

Stantec, founded in 1954, is an established global architectural, engineering, and environmental consulting corporation with over 32,000 professionals. The firm has over 450 locations worldwide with two local offices in the cities of Los Angeles and Irvine. The firm provides A&E design services including mechanical, electrical, and structural engineering services. Stantec has successfully managed and delivered both new construction design and interior tenant renovation projects.

Stantec's relevant experience includes plans, specifications, and estimates for OCTA's Transit Security and Operations Center, A&E services for building and facility renovations and improvements for Foothill Transit's on-call A&E services contract, architecture, interior design, electrical, structural engineering, landscape and sustainability services for the renovation of University of California, Davis (UC Davis) Health Administrative Services Building, and interior design services for the Denver Water Administration Building. The firm proposed utilizing two subconsultants. The proposed subconsultants have experience working with Stantec on prior projects and will support Stantec with cost estimating and geotechnical services.

GHD, founded in 1928, is an established engineering, architectural, and environmental corporation. The firm has over 200 offices and employs over 12,000 professionals worldwide, with 15 offices located in Southern California. The firm provides a wide range of services to include engineering, architectural, environmental, construction, and tenant improvement services.

In its proposal, GHD provided examples of relevant experience which includes interior and tenant improvements for the Bay Area Rapid Transit (BART) headquarters relocation, floor renovations for Pacific Gas & Electric's (PG&E) headquarters, and architectural design services for the Southern California Edison Training Academy's Consolidated Training Center. The firm proposed utilizing six subconsultants. Proposed subconsultants have experience working with GHD on prior projects and will support GHD with land surveying, cost estimating, mechanical, electrical, structural, geotechnical engineering, archaeology, and paleontology services.

#### **Staffing and Project Organization**

Both short-listed firms proposed qualified project managers, key personnel, and subconsultants with relevant experience.

Stantec proposed a highly experienced team of qualified personnel and subconsultants representing a wide range of design, tenant improvement, and project management services. The team has demonstrated relevant experience managing new construction, interior design, and tenant improvement design projects. The team has a good understanding of the project risks and challenges. Stantec proposed to utilize in-house staff to provide most of the required SOW services.

The proposed project manager has over 25 years of project management experience directing and managing exterior and interior office tenant design and improvement projects. Similar project experience includes Fernandez Holdings' Exterior and Interior Office Tenant Improvements Project, FujiFilm North America Corporation's interior office tenant improvements, and Sony Pictures Entertainment's interior office tenant improvements. The proposed design principal has 26 years of new construction design and tenant improvement experience. Similar project experience includes a design and construction project for White & Case LA, design services for the Destination Crenshaw Project, and design and tenant improvement services for the Arts District Office Tower. The proposed interior design lead has 24 years of experience in architectural and interior design projects in retail, academic, healthcare, residential, hospitality, and corporate facilities. Similar project experience

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includes UC Davis Health Administrative Services Building, Kaiser Permanente Family Practices Medical Residents' Lounge, and Vision Services Plan Global Tech Services Headquarters.

GHD proposed a qualified team of key personnel and subconsultants with relevant experience in design, tenant improvement, and project management services. The proposed project manager has 32 years of experience in various roles on design and tenant improvements projects to include project specifications, concept design, quality control, and documentation. The proposed project designer has 22 years of design experience in commercial office interiors. Similar project experience includes the Davis Service Center for the PG&E, North Bay Operations facility renovations for the Water Emergency Transportation Authority, and Office TI Blackline. The proposed interior designer/programmer has 32 years of experience in design, strategy, planning, and space planning for tenant improvement projects. Similar project experience includes BART headquarters, tenant improvements for PG&E, and Fireweed Business Center for Cook Inlet Regional, Inc.

#### Work Plan

Both short-listed firms met the requirements of the RFP, and each firm adequately discussed its approach to the project.

Stantec presented a comprehensive and viable work plan that demonstrated an understanding of the project design requirements, constraints, and challenges. The plan provided a detailed understanding of design and tenant improvements to include potential issues, associated risks, space planning, detailed project schedule, and potential security concerns. Stantec developed a seven-step detailed quality management plan which addresses roles and responsibilities of the proposed key personnel, inter-disciplinary reviews, project coordination, public outreach, and quality assurance. The Stantec team demonstrated in-depth knowledge of its proposed approach to the SOW by providing detailed, project-specific responses to all interview questions with participation from all team members present.

GHD presented a detailed work plan that demonstrated an understanding of the SOW, project issues, and risks. The plan included a comprehensive cost estimating approach tailored to each design phase from the beginning to the end of the project. The information presented during the interview demonstrated the firm's knowledge of the SOW objectives and risks associated with the project. The team provided detailed responses to most of the interview questions.

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**Fiscal Impact**

Funding for this project is included in the OCTA Fiscal Year 2025-26 Budget, Finance and Administration Division, Account No. 1293-7519-HQ001-HQ2, and will be funded using local funds.

**Summary**

Staff requests Board of Directors' authorization for the Chief Executive Officer to negotiate and execute Agreement No. C-4-2654 with Stantec Architecture Inc., as the firm to prepare plans, specifications, and estimates for improvements to the Orange County Transportation Authority's headquarters property.

**Attachments**

- A. Review of Proposals, RFP 4-2654, Plans, Specifications, and Estimates for Improvements to Orange County Transportation Authority's Headquarters Property
- B. Proposal Evaluation Criteria Matrix (Short-Listed), RFP 4-2654, Plans, Specifications, and Estimates for Improvements to Orange County Transportation Authority's Headquarters Property
- C. Contract History for the Past Two Years, RFP 4-2654, Plans, Specifications, and Estimates for Improvements to Orange County Transportation Authority's Headquarters Property

**Prepared by:**

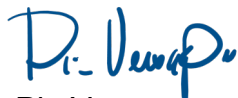


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