


**Date:** February 26, 2025

**To:** Board of Directors

**From:** Sam Desue, Jr. 

**Subject:** **RESOLUTION NO. 25-02-03 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT MODIFICATION WITH HMI OREGON DEALERSHIP, INC., DBA PACIFICWRO**

**1. Purpose of Item**

This Resolution requests that the TriMet Board of Directors (Board) authorize the General Manager or his designee to execute a contract modification (Modification) with HMI Oregon Dealership, Inc., dba PacificWRO (PacificWRO) for Systems Furniture and Ancillary Furniture Support Services.

**2. Type of Agenda Item**

- Initial Contract
- Contract Modification
- Other \_\_\_\_\_

**3. Type of Contract Procurement**

- Low Bid / Invitation to Bid (ITB)
- Request for Proposals (RFP) (inc. CM/GC)
- Request for Qualifications (RFQ) (Personal Services)
- Other (inc. sole source): Piggyback Agreement

**4. Reason for Board Action**

Board approval is required for Modifications to contracts that exceed the amount previously approved by the Board.

**5. Type of Action**

- Resolution
- Ordinance 1<sup>st</sup> Reading
- Ordinance 2<sup>nd</sup> Reading
- Other \_\_\_\_\_

**6. Background**

TriMet's Facilities Management Department is responsible for purchasing office furniture for the agency. In 2013, prior to TriMet's move to Harrison Square, staff secured a contract to meet its agency-wide furniture purchasing needs on an on-going basis, pursuant to a cooperative procurement sponsored by U.S. Communities (now known as Omnia Partners), a national cooperative public sector purchasing organization of which TriMet is a member.

Omnia Partners selected Herman Miller (now known as PacificWRO) as a furniture vendor after a competitive, public procurement process. Because a nationwide competitive process had been conducted and the scope of the procurement likely guaranteed the best possible pricing, TriMet determined that a piggyback contract with PacificWRO, based on the Omnia Partners competitive procurement, was prudent and would best meet the needs of the agency for the foreseeable future. PacificWRO is the authorized dealer for Herman Miller brand furniture in Oregon, and this contract included furniture such as chairs, desks, cubicle walls, and storage furniture, as well as installation and storage services.

TriMet's initial 2013 contract with PacificWRO was for \$50,000, but agency expansion and workforce growth over the years required several contract Modifications. Authorized primarily by Resolutions No. 19-03-16 and No. 19-08-60, these Modifications ultimately increased the total contract amount to \$2,671,034, through the contract's December 2020 termination. Over its seven-year life, the PacificWRO contract provided for the purchase and installation of furniture for Harrison Square, Phase I of the Powell Operations Facility Replacement Project, the Public Safety Office, and the Columbia Operations Facility, along with the agency's ongoing operational furniture requirements.

After the December 2020 termination of the original PacificWRO contract, TriMet entered into a new piggyback contract with PacificWRO to accommodate TriMet's ongoing office furniture and installation needs. Based on the previous Omnia Partners competitive procurement, the new PacificWRO contract was for \$950,000 and had a termination date of December 2022.

On July 27, 2022, the Board approved Resolution No. 22-07-44, authorizing a Modification of the new PacificWRO contract to increase the \$950,000 amount to \$4,570,000, and extend the termination date to December 30, 2025. This \$3,620,000 increase was calculated from the projected costs of TriMet's move from Harrison Square to One Main Place and completion of the Powell Operations Facility Replacement Project. These two major projects are complete and the funds authorized by the July 2022 Board Resolution have been fully utilized.

On June 28, 2023, the Board approved Resolution No. 23-06-21, authorizing a Modification of the PacificWRO contract to increase the amount from \$4,570,000 to \$6,622,000. This \$2,052,000 increase was based on the projected costs of:

- improvements at the SE Center Street Operations Headquarters, and the Elmonica and Ruby Junction rail operations facilities to accommodate additional personnel,
- post-occupancy changes at One Main Place,
- Facilities Management and Engineering & Construction projects, and
- Space Planning's fulfillment of requests for furniture modifications and purchases to support daily operations.

The funds authorized by the June 2023 Resolution have been almost fully utilized.

Based on the agency's anticipated office furniture and facility requirements for the upcoming year, Space Planning staff estimates that the amount of the PacificWRO contract will need to be increased by \$2,995,000. This increase will accommodate the estimated costs of purchasing and installing furniture for the following projects:

- Expansion projects at One Main Place on Floors 2, 3, 5 and 6 to accommodate staff in-office work for 3-plus days a week (\$860,000),
- New leased space to accommodate increase in Safety & Security staff (\$785,000),
- Expansion projects managed by Facilities Management (\$450,000),
- Expansion projects managed by other divisions (\$450,000), and
- Satisfaction of daily operational requests by Space Planning (\$450,000).

Therefore, this Resolution seeks a Modification of the PacificWRO contract, increasing the current amount by \$2,995,000, bringing the total contract amount to \$9,617,000 through its termination date of December 30, 2025.

**7. Description of Procurement Process**

Since 2013, TriMet has utilized the piggyback contract procurement process to purchase and install its office furniture. Because the Omnia Partners procurement was based on a higher volume of purchases than TriMet's alone, it resulted in more favorable pricing. If TriMet had conducted an independent procurement for this contract, it is probable that a less advantageous contract would have been secured.

**8. Diversity**

PacificWRO's 52-person workforce is 73% female and 7.7% minority. It will self-perform the work under the contract Modification.

**9. Financial/Budget Impact**

Funding for this Modification is included in TriMet's adopted FY2025 operating budget, as well as the budgets of the particular projects and departments that are purchasing furniture.

**10. Impact if Not Approved**

Should the Board not approve the Resolution, these goods and services may be re-procured, but doing so would delay obtaining currently needed and anticipated furniture, equipment and related services. Because the original contract was obtained via a competitive public procurement process, conducting a new procurement is not likely to result in better pricing or a more qualified vendor. Staff is satisfied with PacificWRO's work under its contract to date, and strongly recommends approval of this Modification.

**RESOLUTION NO. 25-02-03**

**RESOLUTION NO. 25-02-03 OF THE TRI-COUNTY METROPOLITAN  
TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A  
CONTRACT MODIFICATION WITH HMI OREGON DEALERSHIP, INC., DBA  
PACIFICWRO**

**WHEREAS**, TriMet has authority under ORS 267.200 to enter into a contract modification (Modification) with HMI Oregon Dealership, Inc., dba PacificWRO (PacificWRO) for Systems Furniture and Ancillary Furniture Support Services; and

**WHEREAS**, by Resolution No. 22-05-35, dated May 25, 2022, the TriMet Board of Directors (Board) adopted a Statement of Policies requiring the Board to authorize contract Modifications obligating TriMet to pay in excess of \$1,000,000; and

**WHEREAS**, the total amount of the Modification exceeds \$1,000,000;

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the Modification shall conform with applicable law.
2. That the General Manager or his designee is authorized to execute the Modification in the amount of not more than \$2,995,000, increasing the total authorized contract amount from \$6,622,000 to \$9,617,000, through the contract's December 30, 2025 termination date.

Dated: February 26, 2025

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Presiding Officer

Attest:

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Recording Secretary

Approved as to Legal Sufficiency:



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Legal Department