

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
5	08/13/18	Open	Action	08/07/2018

Subject: Delegating Authority to the General Manager/CEO to Release a Request for Proposals and Award a Contract for On-Call Real Estate Services

## ISSUE

Whether to delegate authority to the General Manager/CEO to release a request for proposals and award a contract for on-call real estate services.

## RECOMMENDED ACTION

Adopt Resolution No. 18-08-\_\_\_\_\_, Delegating Authority to the General Manager/CEO to Release a Request for Proposals and Award a Contract for On-Call Real Estate Services.

## FISCAL IMPACT

Work orders will be paid with federal, state and/or local funds. Specific funding will come out of budgets for each of the various projects that require support. Total consideration for the length of this contract will not exceed \$1,500,000.

## DISCUSSION

SacRT has relied on a well-respected real estate consulting firm to provide real estate related services that are not performed in-house. The services are necessary to manage and negotiate real property acquisitions and appraisals, relocations and property management services for properties required for SacRT's projects. The current contract for On-Call Real Estate Services with Paragon Partners will expire on December 18, 2018. Completion of a new procurement will require a few months to perform.

Staff is requesting the Board delegate authority to the General Manager/CEO to release a request for proposals and award a contract for SacRT's On-Call Real Estate Services. The primary objective of engaging a qualified on-call real estate team is to have agents available to support SacRT's real estate needs on an as needed basis. The real estate consultant team would be retained on contract for up to five years. The work will be performed on a Work Order basis. Any Work Order that exceeds \$100,000 will be brought before the Board for approval. Total consideration for the contract will not exceed \$1,500,000.

Staff recommends the Board delegate authority to the General Manager/CEO to release a request for proposals and award a contract for on-call real estate services for a total amount not to exceed \$1,500,000.

Approved:

Presented:

Final 8/8/18

General Manager/CEO

Manager, Real Estate

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RESOLUTION NO. 18-08-\_\_\_\_\_

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

August 13, 2018

**DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO RELEASE A  
REQUEST FOR PROPOSALS AND AWARD A CONTRACT FOR ON-CALL REAL  
ESTATE SERVICES**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE  
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Request for Proposals for On-Call Real Estate Services is hereby  
approved and authorized for release.

THAT, the Request for Proposals be advertised pursuant to the provisions of the  
SacRT Procurement Ordinance.

THAT, the Board hereby delegates authority to the General Manager/CEO to  
negotiate, award, and execute a contract for on-call real estate services, in accordance  
with SacRT's procurement process, for a total consideration not to exceed \$1,500,000.

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PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary