

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2009-01

Community Transit Kasch Park Bus Maintenance Expansion

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	1/8/09	Discussion/Possible Action	Bonnie Todd, Director of Transportation Services John May, Project Manager, Bus Operations	(206) 398-5367 (206) 398- 5016

Contract/Agreement Type:	<input checked="" type="checkbox"/>	Requested Action:	<input checked="" type="checkbox"/>
Competitive Procurement		Execute New Contract/Agreement	<input checked="" type="checkbox"/>
Sole Source		Amend Existing Contract/Agreement	
Agreement with Other Jurisdiction(s)	<input checked="" type="checkbox"/>	Budget Amendment	
Real Estate		Property Acquisition	

PROJECT NAME

Community Transit Kasch Park Bus Maintenance Base Expansion

PROPOSED ACTION

Authorizes the chief executive officer to execute an agreement with Community Transit to share engineering and design costs for upgrading and expanding Kasch Park base in an amount not to exceed \$600,000.

KEY FEATURES of PROPOSED ACTION

- The purpose of this action is to share in the cost of funding engineering and design work with Community Transit for a project to upgrade and expand the Community Transit Kasch Park bus base.
- The Sound Transit Board approved expanded service on ST Express routes in Snohomish County as part of the 2008 Service Implementation Plan. Community Transit now operates 46 Sound Transit buses and utilizes its Kasch Park base in Everett for bus operations and vehicle maintenance. Expansion and upgrading of the Kasch Park bus maintenance facility is needed to accommodate existing ST Express buses, increased bus service called for in the ST2 Plan, and Community Transit's future service needs.
- Under the proposed agreement, Sound Transit would share design and engineering costs with Community Transit up to a maximum of \$600,000. This work would produce construction cost estimates to be used in negotiations between Sound Transit and Community Transit to determine ST's proportional share of the construction costs. The construction cost agreement would be presented to the Finance Committee for approval in a future action.

BUDGET IMPACT SUMMARY

Current Project Phase: Preliminary Design (A&E Expenses)
Projected Completion Date of Design: 1st Quarter of 2009

Action Outside of Adopted Budget:	✓	Comments on Checked Items
This Project		
This Phase		
This Task		
Budget Amendment Required		

Key Financial Indicators:	✓	Comments on Checked Items
Contingency Funds Required		
Funding required from other parties (other than what is in financial plan)		

Not checked = action is assumed in current Board-adopted budget. No budget action or adjustment to financial plan required.

BUDGET and FINANCIAL PLAN DISCUSSION

The proposed action would authorize Sound Transit participation in a Community Transit project to expand maintenance base capacity to facilitate Community Transit future growth and support of Sound Transit service. The project is currently in the initial planning and procurement phases. This action covers only a design portion of the total project cost. A separate action regarding project participation for construction would follow the design phase following negotiations.

This agreement would commit Sound Transit to a not-to-exceed amount of \$600,000 for the cost of design work associated with the expansion of the Kasch Park Maintenance Facility, operated by Community Transit.

The funding for this project would be provided by the Bus Maintenance Facility project (#261), which has a lifetime budget of \$19.1 million. Of this amount, commitments to date total \$6.7 million. This agreement limits Sound Transit's obligation to \$600,000.

BUDGET TABLE

The impact of this action on the budget for the Bus Maintenance Facility project (#261) is illustrated below:

Summary for Board Action (Year of Expenditure \$000)

Project: 261 - Bus Maintenance Base Project

	Adopted Lifetime Budget ¹ (A)	Committed To Date ² (D)	This Action (E)	Total Committed & Action (F)	Uncommitted (Shortfall) (G)
1 Agency Administration	\$ 560	\$ 3	\$ -	\$ 3	\$ 557
2 Preliminary Engineering	\$ 7	\$ 7	\$ -	\$ 7	\$ 0
3 Final Design	\$ -	\$ -	\$ -	\$ -	\$ -
4 Right of Way	\$ 59	\$ 59	\$ -	\$ 59	\$ -
5 Construction	\$ 21,720	\$ 6,707	\$ 600	\$ 7,307	\$ 14,413
6 Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
7 Total Current Budget	\$ 22,346	\$ 6,776	\$ 600	\$ 7,376	\$ 14,971

Phase Budget Detail

8 Maintenance Base Project	\$ 2,607	\$ 2,007	\$ 600	\$ 2,607	\$ -
9 Other Maintenance Capacity	\$ 19,113	\$ 4,700	\$ -	\$ 4,700	\$ 14,413
10 Total Phase	\$ 21,720	\$ 6,707	\$ 600	\$ 7,307	\$ 14,413

Agreement Budget	Current Approved Contract Value (H)	Spent to Date (I)	Proposed Action (J)	Proposed Total Contract Value (K)
11 Community Transit	\$ -	\$ -	\$ 600	\$ 600
12 Contingency	\$ -	\$ -	\$ -	\$ -
13 Total	\$ -	\$ -	\$ 600	\$ 600
14 Percent Contingency	0%		0%	0%

Subareas to Be Charged	Revised Budget (L)	Committed to Date (M)	Proposed Action (N)	Total Committed & Action (O)	Uncommitted (Shortfall) (P)
15 Snohomish County	\$ 5,257	\$ 2,007	\$ 492	\$ 2,499	\$ 2,758
16 East King County	\$ 8,064	\$ 102	\$ 108	\$ 210	\$ 7,854
17 South King County	\$ 2,861	\$ 10	\$ -	\$ 10	\$ 2,851
18 Pierce County	\$ 6,164	\$ 7	\$ -	\$ 7	\$ 6,157
19 Total Budget	\$ 22,346	\$ 2,126	\$ 600	\$ 2,726	\$ 19,620

Notes:

¹ Project budget is located on page 72 of the Proposed 2009 Budget book. The budget, as amended, was adopted by the Board in December through Resolution R2008-14.

² Committed to date amount includes actual outlays and commitments through December 31, 2008.

Small Business Participation

Community Transit will be the contract administrator and project manager of this project and will comply with any Small Business Enterprises/Disadvantaged Business Enterprises (SBE/DBE) program it has established.

Prime Consultant/Contractor

KPFF will be the prime contractor

EEO Commitment

Community Transit will be the contract administrator and project manager of this project and will comply with any employment goals or programs it has established.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

This project is the expansion and upgrade of Community Transit's existing Kasch Park Bus Maintenance base located in Everett, Washington. Both Community Transit and Sound Transit services are operated from this base. With the recent addition of 10 new Sound Transit buses, the base has effectively reached capacity and requires expansion and modification to efficiently maintain the fleets of both agencies and to accommodate growth. In addition to the existing service delivery program, Sound Transit has identified the need to expand its Snohomish County fleet further by adding up to 11 additional high-capacity buses as part of the ST2 program.

Community Transit has conducted a study of various scenarios that would expand the base to accommodate up to 200 buses. KPFF has been retained by Community Transit to complete the detailed design and engineering of the base. Once design work is complete, accurate construction cost estimates will be available for each component of the project so that Sound Transit and Community Transit can negotiate proportional shares of the total project cost.

This action would authorize Sound Transit to share design costs with Community Transit up to a maximum of \$600,000. Following completion of the design work, staff would return to the Finance Committee and Board with a draft agreement to share construction costs with Community Transit. The goal is to have upgraded and expanded base capacity available at Kasch Park by the 4th Quarter of 2010.

It is anticipated that Community Transit will be the lead agency for compliance with SEPA (State Environmental Policy Act). If determined to be necessary, Community Transit will also be the lead agency along with the relevant federal partner agency (FTA) for compliance with NEPA (National Environmental Act). Community Transit will prepare the necessary environmental documentation and issue the appropriate determinations under NEPA and SEPA. Community Transit will also be responsible for any environmental or other permits and approvals necessary for the project. Community Transit will coordinate with Sound Transit environmental and project staff in the preparation and issuance of environmental documentation and determinations. Sound Transit will be given an opportunity to review and comment on environmental documentation prior to it being finalized and issued to the public and agencies.

CONSEQUENCES of DELAY

Community Transit is proceeding with detailed engineering. A significant delay in funding will affect the project timeline, resulting in higher costs and transition difficulties. A delay would also impact Sound Transit's timeline for implementing additional express bus service in Snohomish County under the voter-approved ST2 program.

PUBLIC INVOLVEMENT

Not applicable to this action.

ENVIRONMENTAL COMPLIANCE

SSK 12-23-08

LEGAL REVIEW

LA 12/12/08