

**SOUND TRANSIT  
STAFF REPORT**

**MOTION NO. M2002-89**

**CH2M Hill Contract for Preliminary Engineering, Environmental Documentation  
for Woodinville Arterial HOV Enhancements**

<b>Meeting:</b>	<b>Date:</b>	<b>Type of Action:</b>	<b>Staff Contact:</b>	<b>Phone:</b>
Finance Committee	7/18/02	Discussion/Possible Action	Agnes Govern, Director, Regional Express Jim Edwards, Capital Projects Program Manager <b>Dan Eder, Project Development Coordinator</b>	(206)398-5037  (206)398-5436  (206)398-5104

<b>Contract/Agreement Type:</b>	✓	<b>Requested Action:</b>	✓
Competitive Procurement	✓	Execute New Contract/Agreement	
Sole Source		Amend Existing Contract/Agreement	✓
Memorandum of Agreement		Contingency Funds Required	
Purchase/Sale Agreement		Budget Amendment Required	

✓ Applicable to proposed transaction.

**OBJECTIVE OF ACTION**

- Complete preliminary engineering, environmental documentation, and final design for one element of Woodinville Arterial HOV Enhancements projects.

**ACTION**

- Authorizes the Executive Director to execute a contract amendment with CH2M Hill to complete preliminary engineering, environmental documentation (PE/ED), and final design for the Woodinville Arterial HOV Enhancement project, and adding \$347,661 and a 10% contingency of \$34,766 totaling \$382,427, for a new total authorized contract amount not to exceed \$518,629.

**KEY FEATURES**

- CH2M Hill is currently under contract to complete 30% design and environmental documentation of a new transit/HOV lane and a new general-purpose lane at the eastbound SR522 off-ramp at NE 195th in Woodinville. The City of Woodinville is expected to provide funding to cover the costs of the general-purpose improvements.

- The original CH2M Hill contract included two phases of work, with a Notice-to-Proceed detailing scope and authorization only for Phase 1 (\$136,212 for 15% design). The contract contemplated that 15% design would provide enough information to select a preliminary preferred project configuration and to determine an appropriate environmental documentation process.
- Based on work completed under Phase I (15% design), Sound Transit has selected a preferred project configuration. As anticipated Sound Transit is now prepared with sufficient information to request the Finance Committee's authorization to exercise the option to define the scope and budget for Phase II (\$239,148 including contingency for completing 30% design and environmental documentation).
- The proposed action would also extend the contract to include Phase III (\$143,278 including contingency to complete final design). The CH2M Hill contract was procured through a competitive selection process for preliminary engineering (30% design), environmental documentation, and final design. Contracts staff have reviewed the proposed change and confirmed that the competitive procurement process under which CH2M Hill was selected provides the ability to extend the contract scope as proposed. Staff recommends extending the contract to include final design for efficiency and consistency of design services.
- The preliminary preferred project alternative includes a general-purpose component that will be funded by the City of Woodinville. The Woodinville City Council will consider an ordinance on July 1, 2002 expressing support for the project and confirming its intent to enter into a funding agreement to cover the City's share of the project once project cost estimates are more fully developed. Sound Transit agrees with the City of Woodinville that it is prudent to enter into a funding agreement after the preliminary project design is complete. The consultant contract specifies that final design work may not begin until:
  - (1) Both jurisdictions authorize an interlocal agreement apportioning project funding responsibilities and
  - (2) Environmental reviews are complete and approved.
- A Notice-to-Proceed to authorize Phase III (Final Design) will be issued only after completion of PE/ED and after execution of a Memorandum of Agreement (MOA) with the City of Woodinville.
- The Regional Express Change Control Board (CCB) reviewed both proposed changes to the existing contract. The CCB recommends approval of both changes.

## **BUDGET IMPACT SUMMARY**

**Project Description:** Woodinville Arterial HOV Enhancements.

**Current Status:** Preliminary Engineering.

**Projected Completion Date:** 4th quarter 2004.

<b>Action Outside of Adopted Budget:</b>	<b>Y/N</b>	<b>Y</b>	<b>Requires Comment</b>
This Line of Business	N		
This Project	N		
This Phase	N		
This Task	N		
Budget amendment required	N		
<b>Key Financial Indicators:</b>	<b>Y/N</b>	<b>Y</b>	<b>Requires Comment</b>
Contingency funds required	N		
Subarea impacts	N		
Funding required from other parties other than what is already assumed in financial plan	N		

N = Action is assumed in current Board-adopted budget. Requires no budget action or adjustment to financial plan

## **BUDGET DISCUSSION**

The project budget contains sufficient funds for this effort and committing these funds does not endanger any other project elements that are to be funded out of the overall project.

The consultant work scope includes design of both the transit/HOV lane and the general-purpose lane addition that has been requested by and will be funded by the City of Woodinville. Once the project reaches 30% design, Sound Transit and the City of Woodinville anticipate a MOA whereby the City of Woodinville provides Sound Transit with approximately \$400k to cover the design and construction costs associated with the general-purpose lane improvement. In conjunction with a proposed interlocal funding agreement, staff expects to propose the Board implement an increase in the Sound Transit project budget to reflect the added scope funded by the City of Woodinville.

## **REVENUE, SUBAREA, AND FINANCIAL PLAN IMPACTS**

- The proposed action is consistent with the current Board-adopted budget and is affordable within Sound Transit's current long-term financial plan and the subarea financial capacity.

## SUMMARY FOR BOARD ACTION

Action Item: CH2M Hill Contract for Preliminary Engineering and Final Design

	Current Board Adopted Budget (A)	Committed To-Date (B)	This Action (C)	Total Committed & Action (D)	Uncommitted (Shortfall) (E)
Agency Administration	357	45	-	45	312
Pre-Engineering	459	185	239	424	35
Final Design	538	-	143	143	395
Right of Way	1,008	-	-	-	1,008
Construction	3,803	-	-	-	3,803
Contingency	713	-	-	-	713
<b>Total Current Budget</b>	<b>6,877</b>	<b>230</b>	<b>382</b>	<b>612</b>	<b>6,265</b>

(1) Phase Budget Detail - Preliminary Engineering

CH2M Hill	419	124	239	363	56
Parametrix contract	16	16	-	16	-
CH2M Hill - Project Definition	24	27	-	27	
Misc. activity	-	16	-	16	(16)
<b>Total Phase</b>	<b>459</b>	<b>183</b>	<b>239</b>	<b>422</b>	<b>40</b>

Phase Budget Detail - Final Design

Final Design	538	-	143	143	395
<b>Total Phase</b>	<b>538</b>	<b>-</b>	<b>143</b>	<b>143</b>	<b>395</b>

Contract Budget	Approved Contract Value (F)	Spent to Date (G)	Proposed Action (H)	Proposed Total Contract Value (I)
CH2M Hill	124	82	348	471
Contingency	12	-	35	47
<b>Total</b>	<b>136</b>	<b>82</b>	<b>382</b>	<b>519</b>
Percent Contingency			10%	10%

Budget Shortfall	\$ (J)	tential Revent (K)	Funding Source (L)
NA	-	-	NA

**Notes**

- (1) Not Board Adopted at this level of detail, for staff planning purposes only

## **M/W/DBE – SMALL BUSINESS PARTICIPATION**

- CH2M Hill was selected to be on a design consultant roster in 2000. At the time of this competitive solicitation, neither staff nor the responding firms knew which projects would ultimately be assigned to which consultants. The Request for Proposal (RFP) requested that consultants competing for a place on the roster identify subconsultants who would be likely to participate on the design team once a project was chosen and a scope of work negotiated.
- In its response to the RFP, CH2M Hill demonstrated a long and successful history of involving M/W/DBE subconsultants on public works projects at levels commensurate with Sound Transit participation goals. Further, CH2M Hill indicated its willingness to seek to achieve Sound Transit's M/W/DBE participation goals once assigned to a project and specific scope of work.
- For Phase I of the contract, staff and CH2M Hill negotiated 10% participation by M/W/DBE or Small Business subconsultants. Staff supported this level of M/W/DBE participation for Phase I of the contract due to the particular circumstances of this contract phase – limited dollar value (\$123,829), limited scope (15% design), and limited opportunity to involve subconsultants. The actual performance for Phase I of the contract included 10% participation by M/W/DBE subconsultants. The participating subconsultants were PBP Engineering (10% of contract for hydraulics analysis; Small Business).
- For Phase II and Phase III, staff and CH2M Hill negotiated 18% participation by M/W/DBE or Small Business subconsultants. The participating subconsultants that will be used to meet this goal are PBP Engineering (9% of contract for hydraulics analysis; Small Business) and CivilTech, Inc. (9% of contract for geotechnical analysis; Small Business, Minority Owned, Woman Owned).
- Together with Phase I of the contract, the proposed contract amendments contemplate total participation on the entire contract (Phases I, II and III) by M/W/DBE or Small Business will be 16%.

## **HISTORY OF PROJECT**

In Sound Move, the Woodinville Arterial HOV Enhancements project description did not provide for Sound Transit to make a specific set of improvements.

Sound Transit worked with the City of Woodinville, King County Metro, Community Transit, and the Washington State Department of Transportation to identify specific transit/HOV projects that would enhance transit speed and reliability within the constraints of Sound Transit's budget, schedule, and policy goals. The inter-jurisdictional group met multiple times and unanimously recommended that Sound Transit's first priority should be to make the transit/HOV improvements at the SR522/NE195th interchange that are included in the CH2M Hill design contract.

The Executive Director executed the original \$136,212 contract (including \$12,383 contingency) with CH2M Hill on December 15, 2001.

## **PRIOR BOARD OR COMMITTEE ACTIONS AND RELEVANT BOARD POLICIES**

No prior actions.

## **CONSEQUENCES OF DELAY**

There are no serious consequences should the Finance Committee delay action on this proposed motion.

## **REGIONAL PARTNERSHIP AND COOPERATION**

The City of Woodinville, the Washington State Department of Transportation, King County Metro, Community Transit, and the City of Bothell have been participating in a Project Definition Core Group. The Project Definition core group met several times and reached consensus that the improvements to the SR522/NE195th off-ramp were the highest priority transit improvement project in Woodinville.

Staff from each of the jurisdictions will continue to participate on a Technical Advisory Committee to provide ongoing technical review of the design information generated through the proposed CH2MHill contract.

## **PUBLIC INVOLVEMENT**

Kenmore Deputy Mayor and Sound Transit Boardmember Jack Crawford attended a public meeting of the Woodinville City Council on March 19, 2001 to brief City Councilmembers on status of Sound Transit projects in the Woodinville area (including but not limited to the Woodinville Arterial HOV Enhancements project).

Sound Transit briefed the Woodinville City Council during public meetings on July 9, 2001 and again on May 22, 2002 about the proposed project at SR522/NE195th Interchange. The City Council expressed support for the proposed project but was not asked to take formal action to endorse the proposal.

The Woodinville City Council will consider an ordinance on July 1, 2002 endorsing project approach and authorizing City staff to enter a funding agreement cover City's share of the project costs.

## **LEGAL REVIEW**

BN 6-21-02

## SOUND TRANSIT

### MOTION NO. M2002-89

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Executive Director to execute a contract amendment with CH2M Hill to complete preliminary engineering, environmental documentation, and final design for the Woodinville Arterial HOV Enhancement project, and adding \$347,661 and a 10% contingency of \$34,766 totaling \$382,427, for a new total authorized contract amount not to exceed \$518,629.

#### Background:

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#### Motion:

It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority the Executive Director be authorized to execute a contract amendment with CH2M Hill to complete preliminary engineering, environmental documentation, and final design for the Woodinville Arterial HOV Enhancement project, adding \$347,661 and a 10% contingency of \$34,766 totaling \$382,427, for a new total authorized contract amount not to exceed \$518,629.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on July 18, 2002.

  
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Kevin Phelps  
Finance Committee Chair

ATTEST:

  
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Marcia Walker  
Board Administrator