

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2003-55

Amend Design Services Contract for Mukilteo Station

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	05/15/03	Discussion/Possible Action	Martin Minkoff, Director Sounder Commuter Rail Val Batey, Project Manager	(206) 398-5111 (206) 398-5117

Contract/Agreement Type:	<input checked="" type="checkbox"/>	Requested Action:	<input checked="" type="checkbox"/>
Competitive Procurement	<input checked="" type="checkbox"/>	Execute New Contract/Agreement	
Sole Source		Amend Existing Contract/Agreement	<input checked="" type="checkbox"/>
Memorandum of Agreement		Contingency Funds Required	
Purchase/Sale Agreement		Budget Amendment Required	

✓ Applicable to proposed transaction.

OBJECTIVE OF ACTION

- Amend the existing station design services contract with Streeter & Associates Architects for the Mukilteo Commuter Rail Station to provide a concept study including preliminary concept designs and a preliminary cost estimate for the alternative to use Mukilteo Lane for commuter rail park-and-ride, as requested by the City of Mukilteo.

ACTION

- Authorize the Executive Director to execute an amendment to the existing station design services contract with Streeter & Associates Architects for the Mukilteo Commuter Rail Station in the amount of \$65,676 with a contingency of \$6,567 totaling \$72,243, for a new total authorized contract amount not to exceed \$254,663, contingent upon Board of approval of Motion No. M2003-54, authorizing the Executive Director to execute the necessary agreement with the City of Mukilteo to provide \$25,000 for the City's share of the cost of this contract amendment.

KEY FEATURES

- At the request of the City of Mukilteo, Sound Transit will direct its consultants to prepare a concept study including the conceptual design of two new parking alternatives for the Mukilteo Commuter Rail Station that were not studied in the 1999 Everett-to-Seattle Commuter Rail Project Final Environmental Impact Statement.
- Cost estimates will be prepared for each alternative.
- As provided for in Motion No. M2003-54, the City will pay \$25,000 for its share of the \$72,243 cost of the concept design study. Sound Transit will pay the remaining \$47,243.

- Additional environmental review will be required if Sound Transit agrees to pursue either of the new alternatives. The cost of additional environmental review is an element of this alternative that Sound Transit would expect the City of Mukilteo to participate in financially.
- The new alternatives may be more expensive to build than the currently proposed park-and-ride lot on the Mukilteo Tank Farm property. If so, additional funding sources will then be needed. Motion No. M2003-54, Agreement for Intergovernmental Cooperation with the City of Mukilteo Relating to the Concept Study of Commuter Rail Park-and-Ride on Mukilteo Lane for the Mukilteo Commuter Rail Station addresses the cost sharing issues.
- Following completion of the concept study (approximately four weeks from the notice to proceed), staff will provide the Board with the following information:
 - the feasibility of either of the City’s new proposed alternatives;
 - the impact on project cost;
 - an estimate of the delay on Final Design Authorization from the Federal Transit Administration (FTA) for the Everett-to-Seattle Commuter Rail Project; and
 - the impact on schedule including additional environmental review.

BUDGET IMPACT SUMMARY

Project Description: Mukilteo Commuter Rail Station Design

Current Status: Preliminary Engineering

Projected Completion Date: 2003

Action Outside of Adopted Budget:	Y/N	Y	Requires Comment
This Line of Business	N		
This Project	N		
This Phase	N		
This Task	N		
Budget amendment required	N		
Key Financial Indicators:	Y/N	Y	Requires Comment
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

SUMMARY FOR BOARD ACTION

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

Action Item: Mukilteo Station Construction Preliminary Engineering Contract Amendment with Streeter & Associates

	Current Board Adopted Budget (A)	Committed To Date (B)	This Action (C)	Total Committed & Action (D)	Uncommitted (Shortfall) (E)
1 Agency Administration	591	198	-	198	393
2 Pre-Engineering	1,097	628	72	700	397
3 Final Design	803	10	-	10	793
4 Right of Way	2,912	184	-	184	2,728
5 Construction	6,241	405	-	405	5,836
6 Contingency	371	-	-	-	371
7 Total Current Budget	12,015	1,425	72	1,497	10,518

Phase Budget Detail

8 Preliminary Engineering	470	182	72	254	216
9 Environmental	305	215		215	90
10 Signage	20	10		10	10
11 Miscellaneous	302	221		221	81
12 Total Phase	1,097	628	72	700	397

Contract Budget	Current Approved Contract Value (F)	Spent to Date (G)	Proposed Action (H)	Proposed Total Contract Value (I)
13 Streeter & Associates	164	137	66	230
14 Contingency	18	-	6	24
15 Total	182	137	72	254
16 Percent Contingency	11%	0%	10%	10%

Budget Shortfall

Level	\$ (J)	Potential Revenues (K)	Funding Source (L)
NA	-	-	

Committed-to-date includes actuals and commitments through January 23, 2003 (HQ).

BUDGET DISCUSSION

The proposed action is consistent with the current Board-adopted budget. The amount for this contract amendment is available within the approved budget for the Preliminary Engineering phase of this project and does not require funds from project contingency. The City of Mukilteo will pay \$25,000 towards the total cost of this concept study.

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. All funds required for this action will be drawn from the approved Mukilteo budget and from the Snohomish County subarea.

M/W/DBE – SMALL BUSINESS PARTICIPATION

The previous actual performance on Contract No. RTA/CR 97J has been 74% by Streeter & Associates Architects, a M/DBE firm. Streeter & Associates Architects will be performing 43% of the work under this contract amendment.

HISTORY OF PROJECT

Contract No. RTA/CR 30-97J for preliminary engineering of the Mukilteo Station with Streeter & Associates Architects for \$182,480 was executed March 30, 2000. The scope of work for this design contract includes commuter parking at the preferred location for the Mukilteo commuter rail station. The location of the station, including a park-and-ride on what is known as the Mukilteo Tank Farm property, was identified in the 1999 Everett-to-Seattle Final Environmental Impact Statement. The Board selected the Mukilteo Tank Farm property as the Mukilteo station location in January 2000.

In April 2002, the City of Mukilteo asked Sound Transit staff to consider an alternative site for the station park-and-ride, i.e. Mukilteo Lane. Sound Transit has engineering and design considerations that would need to be addressed if Mukilteo Lane is chosen as a viable alternative. By letter, dated April 29, 2002 Sound Transit advised the City that Sound Transit might be willing to consider the Mukilteo Lane alternative with the following assurances:

- An agreement under which the City will agree to assume any additional costs above the adopted budget for the station.
- Evidence of a secure funding source for any costs over and above the adopted budget.
- Agreement that the City will enforce parking regulations on the Mukilteo Lane parking spaces that give priority to commuter rail customers.
- Acquisition of any and all private right-of-way required to make the Mukilteo Lane alternative work by the City of Mukilteo, including but not limited to outreach, acquisition, condemnation, litigation, indemnification, etc.
- The City takes responsibility to communicate with the community regarding changes in the station scope, including any changes to the schedule resulting from the City's request.

In May 2002, Sound Transit Board members and staff met with City representatives and agreed to prepare a concept study in order to determine the order of magnitude costs associated with the Mukilteo Lane alternative before making any further decisions.

Streeter & Associates Architects will prepare conceptual designs for widening Mukilteo Lane on the south side of the station site to accommodate parking stalls for commuters. Two options would be examined. Cost estimates will be prepared for the two options. A pedestrian bridge connecting the park-and-ride area to the station platforms would be included in the conceptual design for both options.

The work falls within the scope of the original station design services contract with Streeter & Associates Architects, and would take approximately four weeks to complete.

Staff would also bring a proposed response to the City of Mukilteo's request to the Board for consideration.

Sound Transit's preferred alternative location for the station park-and-ride is on the property known as the Tank Farm. As a member of a consortium (which includes the Port of Everett, Washington State Ferries, and the cities of Mukilteo and Everett), Sound Transit is party to a Memorandum of Understanding regarding the Tank Farm property. Sound Transit has stated its interest in two acres of the Tank Farm property for use as station park-and-ride and pedestrian access, as well as for construction access for the track improvements at this location. This site is included in Sound Transit's 1999 EIS as the preferred alternative location for this station.

Conveyance of the property from the Department of Defense to the Port of Everett has been delayed because of ongoing clean up and remediation of the site. The clean up and remediation activities are projected to be completed by the end of 2003. Once the whole property is conveyed to the Port, Sound Transit will negotiate with the Port to acquire the two acres. If the board does not pursue the Mukilteo Lane alternative, Sound Transit would continue to pursue the Tank Farm property acquisition process.

**Prior Board or Committee Actions
and Relevant Board Policies**

Motion or Resolution Number	Summary of Action	Date of Action
M2003-54	Authorizing execution of a Memorandum of Agreement for intergovernmental cooperation relating to the Concept Study of Commuter Parking on Mukilteo Lane for the Mukilteo Commuter Rail Station.	(pending)
M2000-05	Selecting the station locations and corridor improvements to be built for the Everett-to-Seattle Commuter Rail Project.	1/13/00
M99-79	Selecting Preferred Alternative Corridor and Station Locations for the Final Environmental Impact Statement on the Everett-to-Seattle Commuter Rail Project.	11/18/99
M99-75	Authorizing execution of a Memorandum of Understanding establishing cooperation between Sound Transit, Port of Everett, City of Mukilteo, WSDOT, and City of Everett for the acquisition of the Mukilteo Tank Farm property from the United States Air Force through the Department of Defense surplus property process.	10/28/99

CONSEQUENCES OF DELAY

Delaying or disapproving the action would delay or limit the Board’s ability to make a considered decision on the City of Mukilteo’s request that Sound Transit consider the alternative of using Mukilteo Lane for commuter parking.

REGIONAL PARTNERSHIP AND COOPERATION

The City of Mukilteo requested that Sound Transit consider locating the park-and-ride for the Mukilteo Station on Mukilteo Lane rather than on the Tank Farm property. Sound Transit and City representatives met in May 2002 and discussed the need for a conceptual study to determine the order of magnitude costs associated with the Mukilteo Lane park-and-ride alternative. Sound Transit staff has informed the City that in exploring this alternative, Sound Transit would need to examine its effect on the scope, schedule and budget of the Mukilteo commuter rail station project as well as on the functionality of the station and the effect on the service implementation schedule. Evaluation of this information would be necessary before the Board could make a decision to change the project scope. Sound Transit staff has also informed the City that should Sound Transit decide to pursue the Mukilteo Lane alternative, the City’s financial participation would be required if the cost of the alternative exceeds the approved project budget.

The City of Mukilteo and Sound Transit have entered into a Memorandum of Agreement for Intergovernmental Cooperation for cost sharing on this concept study. The City has agreed to pay \$25,000 for their share of the cost of the performance of this work by Streeter & Associates.

PUBLIC INVOLVEMENT

Sound Transit and the City of Mukilteo have established a Technical Advisory Committee (TAC) for the Mukilteo commuter rail station design process. The TAC is comprised of community and business representatives and elected officials. The TAC has been briefed on the City of Mukilteo's proposal to move the station parking to Mukilteo Lane.

LEGAL REVIEW

BN 5/5/03

SOUND TRANSIT

MOTION NO. M2003-55

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Executive Director to execute an amendment to the existing station design services contract with Streeter & Associates Architects for the Mukilteo Commuter Rail Station in the amount of \$65,676 with a contingency of \$6,567 totaling \$72,243, for a new total authorized contract amount not to exceed \$254,663, contingent upon Board of approval of Motion No. M2003-54, authorizing the Executive Director to execute the necessary agreement with the City of Mukilteo to provide \$25,000 for the City's share of the cost of this contract amendment.

Background:

The amendment is for preliminary concept designs and a preliminary cost estimate for the alternative to use Mukilteo Lane as the site for the commuter rail park-and-ride as requested by the City of Mukilteo.

This contract amendment is to prepare conceptual designs for widening Mukilteo Lane on the south side of the station site to accommodate parking stalls for commuters. Two options would be examined. Cost estimates will be prepared for two options. A pedestrian bridge connecting the park-and-ride area to the station platforms would be included in the conceptual design for both options.

The work falls within the scope of the original station design services contract with Streeter & Associates Architects and would take approximately four weeks to complete. The design and cost estimate would be brought back to the Sound Transit Board with a proposed response to the City of Mukilteo's request.

Should Sound Transit agree to pursue a Mukilteo Lane alternative, additional environmental review would be required as this alternative was not considered in the project EIS. The City has been informed that should Sound Transit decide to pursue the Mukilteo Lane alternative, the City's financial participation would be required if the cost of the alternative exceeds the approved project budget.

Following completion of conceptual design, staff will provide the Board with:

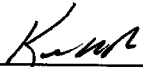
- information on the feasibility of either of the proposed alternatives;
- the impact on project cost;
- an estimate of any delay on Final Design Authorization from the FTA for the Everett-to-Seattle Commuter Rail Project and;
- the impact on schedule including additional environmental review, and service implementation.

Motion:

It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Executive Director is authorized to execute an amendment to the existing


station design services contract with Streeter & Associates Architects for the Mukilteo Commuter Rail Station in the amount of \$65,676 with a contingency of \$6,567 totaling \$72,243, for a new total authorized contract amount not to exceed \$254,663, contingent upon Board of approval of Motion No. M2003-54, authorizing the Executive Director to execute the necessary agreement with the City of Mukilteo to provide \$25,000 for the City's share of the cost of this contract amendment.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on May 15, 2003.



Kevin Phelps
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator