

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2003-71

Authorize a Contract for Real Estate Acquisition, Relocation, and Project Management Services

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	7/3/03	Discussion/Possible Action	Joann H. Francis, Chief Administrative Officer Larry Ellington, Acquisition/Relocation Manager	(206) 689-4934 (206) 398-5026

Contract/Agreement Type:	✓	Requested Action:	✓
Competitive Procurement		Execute New Contract/Agreement	
Sole Source		Amend Existing Contract/Agreement	
Interlocal Agreement		Contingency Funds Required	
Purchase/Sale Agreement		Budget Amendment Required	

3Applicable to proposed transaction.

OBJECTIVE OF ACTION

Procure real estate acquisition, and relocation services to acquire needed property rights for the Link Light rail segments D750/760 (Tukwila Freeway Route) and other Link Light rail projects along the alignment of the Initial Segment.

ACTION

Authorizes the Executive Director to execute a contract, with LaBonde Land, Inc. for real estate acquisition, relocation, and project management services in a total amount not to exceed \$3.0 million, for eighteen 18 months with the option to extend for four additional six-month periods.

KEY FEATURES

Defines a scope of work for acquisition, relocation and project management services to acquire property for Link Light rail segments D750/D760, also known as the Tukwila Freeway segment.

BUDGET IMPACT SUMMARY

There are no budget impacts for this action.

BUDGET DISCUSSION

The action considered by this motion will authorize the Director to execute an agreement with LaBonde Land, Inc. for an amount not to exceed \$3 million to provide real estate acquisition, relocation, and project management services for properties along the alignment for the Central Link Initial Segment.

The total 2003 adopted budget for the Initial Segment is \$2.07 billion. Within that budget, \$33,394,945 has been set aside for ROW administration (all segments) within the right of way phase. Of this amount, \$17,822,425 has been committed as of May 2003. Should the action considered by this motion be approved, the remaining balance for ROW administration for the Initial Segment will be \$12,572,520.

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. The action will have no new revenue impacts on Sound Transit.

SUMMARY FOR BOARD ACTION

Action Item: LaBonde Land, Inc.: Provide real estate acquisition, and relocation services for properties along the alignment of the Initial Segment

(Year of Expenditure \$000)

Initial Segment	Adopted FY2003 Budget (A)	Committed To Date (B)	This Action (C)	Total Committed & Action (D)	Uncommitted (Shortfall) (E)
1 Agency Administration	226,780	107,397		107,397	119,383
2 Preliminary Engineering	35,000	33,392		33,392	1,608
3 Final Design	123,000	111,173		111,173	11,827
4 Right of Way	233,016	102,115	3,000	105,115	127,901
5 Construction	1,172,633	8,178		8,178	1,164,455
6 Construction Services	82,464	3,110		3,110	79,354
7 Third Party Agreements	58,800	16,264		16,264	42,536
8 Vehicles	138,307	-		-	138,307
9 Contingency				-	-
10 Total Current Budget	2,070,000	381,629	3,000	384,629	1,685,371
Phase Budget Detail					
11 ROW Administration	33,395	17,822	3,000	20,822	12,573
12 Other ROW	199,621	84,292	-	84,292	115,329
13 Total Phase	233,016	102,115	3,000	105,115	127,901

(B) Committed to Date amounts are from the Link Program Cost Summary Report (HQ Reports) for May 2003

Contract Budget	Current Approved Contract Value (F)	Spent to Date (G)	Proposed Action (H)	Proposed Total Contract Value (I)
14 Contract Amount			3,000	3,000
15 Contingency				-
16 Total	-	-	3,000	3,000
17 Percent Contingency	0%	0%	0%	0%

M/W/DBE – SMALL BUSINESS PARTICIPATION

Prime Consultant/Contractor

LaBonde Land, Inc. is a Women Business Enterprise and is the Prime Contractor for this contract. LaBonde Land projects that the participation of its M/W/DBE and small business subconsultants will amount to 50% of the contract. Due to the nature of this procurement, LaBonde Land cannot establish the percent of the work or the dollar value that will go to each

firm, but has assigned tasks to firms to ensure that their participation will be maximized. These assignments are as follows:

<u>Firm Name</u>	<u>Task</u>
Mat Harris & Associates	Functional Manager—Relocation Sr. Acquisition Agent
Ulysses “Ted” Cubit	Acquisition Agent/Sr. Acquisition Agent
Folkestad Commercial Realty	Sr. Acquisition Agent
Joseph Cook	Program Control/Systems & Data Mgt.
Project Management Associates	Program Control/Systems
Comprehensive Language Services	Translation Services

Utilization Breakdown Table

Subconsultant	Business Type	% of Work	Dollar Value
Mat Harris & Associates	Minority-owned Small Busn. (M/DBE Cert. Pending)	To Be Determined (TBD)	TBD
Project Management Associates	Minority-owned Small Busn.	TBD	TBD
Comprehensive Language Services	Minority-owned Small Busn.	TBD	TBD
Ulysses “Ted” Cubit	Minority-owned Small Busn.	TBD	TBD
Folkestad Commercial Realty	Woman-owned Small Busn.	TBD	TBD
Joseph E. Cook	Small Busn.	TBD	TBD
6 Small Busn Firms (4 Minority-owned, 1 Women-owned, 1 non-Minority/Female-owned)			

EEO Commitment

LaBonde Land has a team of 13 people comprising of its firm and 6 subconsultants. On this team, 6 members are people of color (46%), and 5 are women (38%--1 female is also minority).

Apprentice Utilization Commitment

Apprentice utilization is not relevant to this contract, since it is not a construction contract.

HISTORY OF PROJECT

Generally, Sound Transit’s acquisition and relocation activities are carried out by consultants selected by the agency. To date, Universal Field Services has been responsible for carrying out acquisition and relocation work required for Link Light rail.

To better assure project capacity for property acquisition and relocation services in the Tukwila segment, Sound Transit issued a new Request for Proposal for real estate acquisition, relocation, and project management services. Eight firms responded to the Request for Proposal and LaBonde Land, Inc. was selected. Because of their apparent capability, capacity,

and record of success with other governmental agencies LaBonde Land, Inc. is the recommended contractor.

The proposed contract provides that the contractor be directed on a work order basis that defines the authorized work for each project and maximum dollar expenditure for each acquisition task.

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

Motion or Resolution Number	Summary of Action	Date of Action
Motion No. M99-54	Authorizing the Executive Director to execute a contract for Acquisition/Relocation/Project Management Services for Central Link Light Rail with Universal Field Services, Inc., in an amount not to exceed Twenty Five Million Dollars (\$25,000,000).	10/14/99
Resolution No. R98-20-1	Amending real property acquisition and relocation policy, procedures and guidelines	11/14/02

CONSEQUENCES OF DELAY

Staff seeks to procure additional real estate services in order to support project schedule requirements. A significant delay in the procurement of these services could reduce the time available for property acquisition.

REGIONAL PARTNERSHIP AND COOPERATION

Not applicable to this action.

PUBLIC INVOLVEMENT

Not applicable to this action.

LEGAL REVIEW

JB – 6/19/03

SOUND TRANSIT

MOTION NO. M2003-71

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to execute a contract with LaBonde Land, Inc. for real estate acquisition, relocation, and project management services in a total amount not to exceed \$3 million, for 18 months with the option to extend for four additional six-month periods.

Background:

Generally, Sound Transit's acquisition and relocation activities are carried out by consultants selected by the agency. To date, Universal Field Services has been responsible for carrying out acquisition and relocation work required for Link Light rail.

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Motion:

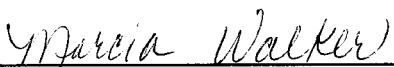
It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to execute a contract with LaBonde Land, Inc. for real estate acquisition, relocation, and project management services in a total amount not to exceed \$3 million, for 18 months with the option to extend for four additional six-month periods.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on July 3, 2003.



Kevin Phelps
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator