

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2004-100

**Issaquah Transit Center Final Design Contract with
KPFF Consulting Engineers**

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	10/21/04	Discussion/Possible Action	Agnes Govern, Director, Capital Projects, Sounder & Regional Express Vicki Youngs, Program Manager, Capital Projects Dan Eder, Project Manager, Capital Projects	(206) 398-5037 (206) 398-5024 (206) 398-5104

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

✓ *Applicable to proposed transaction.*

ACTION

Authorizes the Chief Executive Officer to execute a contract with KPFF Consulting Engineers to provide final design services for the Issaquah Transit Center/SR900 project in the amount of \$1,682,000, with a 10% contingency of \$168,200, for a total authorized contract amount not to exceed \$1,850,200.

KEY FEATURES

- Establishes a contract with KPFF Consulting Engineers (KPFF) to provide final design services for the Issaquah Transit Center/SR900 project including preparation of bid documents and construction cost estimates as well as support for permitting, right-of-way acquisition, and design assistance during construction.
- Implements direction from the Executive Committee (Motion No. M2004-30) selecting as the preferred project alternative a transit center with structured parking project to expand parking capacity on the site of the existing SR900 Park-and-Ride Lot.
- Provides for a final design contract scoped for a project alternative with structured parking to increase parking capacity. The Proposed 2005 Budget includes \$15.5 million in additional project funding to pay for the anticipated costs associated with this project alternative.
- The proposed action is in keeping with the selection of the preferred alternative and provides for project design work to proceed without delay.

- To avoid schedule delay, staff plans to issue a Notice to Proceed to KPFF for an initial two-month period for final design work. The Notice to Proceed for the balance of the KPFF final design contract would not be issued until after the Board takes action on the 2005 Budget.

BUDGET IMPACT SUMMARY

Project Description: Issaquah Transit Center/SR900 (#326)
Current Status: Final Design
Projected Completion Date: Q3 2007

Action Outside of Adopted Budget:	Y/N	Y Requires Comment
This Line of Business	N	
This Project	N	
This Phase	Y	The proposed action authorizes the execution of a contract for \$1.8 million, which exceeds the phase budget by \$0.7 million. Sufficient project contingency exists to fund this contract.
This Task	N	
Budget amendment required	N	
Key Financial Indicators:	Y/N	Y Requires Comment
Contingency funds required	Y	Project contingency of \$0.9 million is sufficient to fund this contract.
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 proposed action authorizes the execution of a contract with KPFF for \$1,850,200 (including contingency) to complete final design for the Issaquah Transit Center (#326). The amount included in the 2004 budget for final design phase is \$1,207,413. The proposed action would result in a final design phase level shortfall of \$664,000. Consistent with Sound Transit Board budget policies, the final design phase level shortfall would have a negative variance until the 2005 budget is adopted. Sufficient project contingency exists in the adopted 2004 budget to fund this shortfall.

On April 1, 2004, the Executive Committee adopted Motion No. M2004-30 identifying the transit center with structured parking as the preferred alternative for the Issaquah Transit Center project. At that time, staff identified the need to increase the project budget as part of the 2005 budget review process. Staff has proposed a lifetime budget of \$29.5 million in the proposed 2005 budget. The proposed 2005 budget includes funding sufficient to cover the proposed action and all other anticipated costs for the project’s design, property acquisition, and construction.

REVENUE, SUBAREA, AND FINANCIAL PLAN IMPACTS

The proposed action is affordable within the current Board-adopted project budget and is affordable both within Sound Transit’s current long-term financial plan and within the East King County financial capacity. No new revenues to Sound Transit are associated with this action.

BUDGET TABLE

The Issaquah Transit Center project (#326) is included on page 167 of the Adopted 2004 Budget and on page 139 of the Proposed 2005 Budget. The table below highlights the impacts of this action on the phase budgets associated with this project.

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

Action Item: Amendment to KPFF contract for Final Design for the Issaquah Transit Center project (#326), \$s in thousands

	2004 Adopted Budget (A)	Committed To Date (B)	This Action (C)	Total Committed & Action (D)	Uncommitted (Shortfall) (E)
Agency Administration	\$ 833	\$ 722	\$ -	\$ 722	\$ 111
Preliminary Engineering	798	888	-	888	(90)
Final Design	1,207	21	1,850	1,871	(664)
Right of Way	2,100	147	-	147	1,953
Construction	8,072	84	-	84	7,988
Contingency	947	-	-	-	947
Total Current Budget	\$ 13,957	\$ 1,862	\$ 1,850	\$ 3,712	\$ 10,245

Phase Budget Detail

Final Design	\$ 1,186	\$ -	\$ 1,850	\$ 1,850	\$ (664)
Other FD	\$ 21	\$ 21	-	21	-
Total Phase	\$ 1,207	\$ 21	\$ 1,850	\$ 1,871	\$ (664)

Contract Budget	Current Approved Contract Value (F)	Spent to Date (G)	Proposed Action (H)	Proposed Total Contract Value (I)
KPFF	\$ -	\$ -	\$ 1,682	\$ 1,682
ST Contingency	-	0	\$ 168	168
Total	\$ -	\$ -	\$ 1,850	\$ 1,850
Percent Contingency	0%		10%	10%

Budget Shortfall

Level	Shortfall Amt (J)	Potential Funds (K)	Funding Source (L)
PE/ED Phase	\$ (90)	\$ 90	Project Contingency
Final Design	\$ (664)	\$ 664	Project Contingency

Notes:

- Committed to-date includes actual outlays and commitments through September 29, 2004 (HQ). Committed amount includes contract contingencies.
- Consistent with Sound Transit Board budget policies, these phase level shortfalls will be depicted as negative variances until the 2005 budget is adopted. At that time, the unallocated project contingency can be reallocated to the phases to align phase budget amounts with project phase activity.

M/W/DBE – SMALL BUSINESS PARTICIPATION

Prime Consultant

KPFF is the prime consultant for this contract. KPFF has committed to a 22.75% M/W/DBE and Small Business goal.

Utilization Breakdown Table

Subconsultant	Business Type	% of Work	Dollar Value
Murase Associates, Inc.	MBE	2.5%	\$41,903
Zipper Zeman	Small Business	4.0%	\$66,151
KDD & Associates	M/DBE	2.9%	\$48,912
Heffron Transportation, Inc.	W/DBE	0.6%	\$10,088
Graelic	Small Business	1.7%	\$29,005
Aldolfson Associates, Inc.	W/DBE	4.2%	\$69,173
True North Land Surveying, Inc.	W/DBE	3.2%	\$53,555
Bolima Drafting and Design, Inc.	M/DBE	0.4%	\$6,061
DSV	Small Business	0.4%	\$6,000
Eskilsson Architecture	W/DBE	2.0%	\$33,924
Gram Construction Services, Inc.	M/DBE	0.9%	\$14,490
Total		22.75%	\$379,262

EEO Commitment

KPFF workforce demographics are 24% women and 17% minorities.

HISTORY OF PROJECT

Prior Board or Committee Actions and Relevant Board Policies

Motion or Resolution Number	Summary of Action	Date of Action
M2004-37	Contract amendment with KPFF to provide additional preliminary engineering and environmental review services for the structured parking alternative.	4/15/04
M2004-30	Executive Committee directed staff to make the structured parking option the preferred alternative for the Issaquah Transit Center project.	4/1/04
M2003-46	Contract amendment with KPFF to provide funding for environmental review and documentation for the preferred alternative for the Issaquah Transit Center.	5/1/03
M2002-08	Contract with KPFF for site screening and preliminary environmental review.	3/7/02

- Sound Transit and the Washington State Department of Transportation (WSDOT) have initiated the process to transfer the ownership of the site to Sound Transit.
- Sound Transit has reached an agreement in principle with King County Metro (KCM) to share operating and maintenance costs for a transit center with structured parking and to ensure that KCM's use of the site is preserved. During final design, staff will continue work on identifying the overall anticipated costs related to operation and maintenance of the facility. Staff will also endeavor to design the facility to minimize those ongoing costs.

- Sound Transit and the City of Issaquah have reached an agreement in principle for co-locating Eastside Fire and Rescue (with \$1 million in funding from the City of Issaquah) and an Issaquah Police outpost on the site of the Issaquah Transit Center. Staff expects to request Board action later this fall approving an interagency agreement based on this agreement in principle.

CONSEQUENCES OF DELAY

Staff has not identified any major consequences should the Finance Committee delay action for two weeks.

PUBLIC INVOLVEMENT

The City of Issaquah Development Commission held a public, televised Community Conference Meeting on July 28, 2004, for the proposed Issaquah Transit Center project as part of the City's site development permit approval process. On August 18, 2004, Sound Transit issued the Determination of Nonsignificance (DNS) under the State Environmental Policy Act (SEPA) on the Issaquah Transit Center project. No appeals were received by Sound Transit on the DNS by the close of the appeal period on September 8, 2004. The City of Issaquah, KCM and WSDOT were invited to review and comment on the environmental documents. Legal notice of the DNS was published in *The Seattle Times*, *Seattle Post-Intelligencer*, *The Daily Journal of Commerce*, *King County Journal*, *The Issaquah Press*, and the Washington State SEPA Register. The legal notice and the DNS were also posted on Sound Transit's web site on the project.

Sound Transit hosted a public open house on March 16, 2004, to get input on a preferred project alternative. The feedback was strongly supportive of the structured parking alternative.

Sound Transit hosted a public open house on March 20, 2003, to get input on siting the Issaquah Transit Center. The feedback was strongly supportive of the site of the existing Issaquah SR900 Park-and-Ride lot.

LEGAL REVIEW

JW 10/6/04

SOUND TRANSIT

MOTION NO. M2004-100

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to execute a contract with KPFF Consulting Engineers to provide final design services for the Issaquah Transit Center/SR900 project in the amount of \$1,682,000, with a 10% contingency of \$168,200, for a total authorized contract amount not to exceed \$1,850,200.

Background:

- Establishes a contract with KPFF Consulting Engineers to provide final design services for the Issaquah Transit Center/SR900 project including preparation of bid documents and construction cost estimates as well as support for permitting, right-of-way acquisition, and design assistance during construction.
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- The proposed action is in keeping with the selection of the preferred alternative and provides for project design work to proceed without delay.

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 KPFF Consulting Engineers to provide final design services for the Issaquah Transit Center/SR900 project in the amount of \$1,682,000, with a 10% contingency of \$168,200, for a total authorized contract amount not to exceed \$1,850,200.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on October 21, 2004.



Kevin R. Phelps
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator

October 27, 2004

TO: Sound Transit Executive Committee Members
FROM: Kevin Phelps, Finance Committee Chair
SUBJECT: Issaquah Transit Center Project

At the October 21, 2004 meeting, the Finance Committee unanimously approved a motion authorizing a contract with KPFF Consulting Engineers for final design services for the Issaquah Transit Center/SR900 project in the amount of \$1,850,200, with the Committee's approval being contingent upon Executive Committee approval at the November 4, 2004 meeting.

The Finance Committee recognizes that approval of the motion is in advance of the Board's consideration of the Proposed 2005 Budget, therefore, the approval is contingent upon Executive Committee reaffirmation of the project scope and updated cost. The contract amount is within the Finance Committee's authority for final approval, and the action is consistent with Executive Committee direction given to staff in April 2004. At the April 1, 2004 meeting, the Executive Committee identified the transit center with structured parking as the preferred alternative for the Issaquah Transit Center project. At that time, staff indicated the project budget would be amended during the 2005 budget process to cover the approximately \$11.8 million increase for the preferred alternative. Since April, the project cost has increased and the Proposed 2005 Budget includes a project budget increase of \$15.5 million, rather than \$11.8 million.

If the Executive Committee reaffirms the project scope and updated cost on November 4, staff plans to issue a Notice to Proceed to KPFF for an initial two-month period. The Notice to Proceed for the balance of the contract would not be issued until after the Board adopts the 2005 Budget.

Thank you and I look forward to our discussion.

c: Joni Earl, Chief Executive Officer
Hugh Simpson, Chief Financial Officer
Agnes Govern, Capital Projects Director
Marcia Walker, Board Administrator