

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2005-140

Contract Award for Site Maintenance Services

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	12/15/05	Discussion/Possible Action	Phil O'Dell, Director, Project Delivery Support Services James Staudinger, RE Division Manager	(206) 398-5013 (206) 398-5026

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

PROJECT NAME

Vinson Brothers Corporation site maintenance contract.

PROPOSED ACTION

Authorizes the Chief Executive Officer to execute a contract amendment with Vinson Brothers Corporation to provide ongoing site maintenance services for properties acquired for Sound Transit in the amount of \$210,052, for a new total authorized contract amount not to exceed \$405,052.

KEY FEATURES of PROPOSED ACTION

- This site maintenance contract was effective on March 1, 2005 for a period of one year with two one-year extensions in an amount not to exceed \$195,000.
- The contractor, Vinson Brothers Corporation, provides site maintenance services such as initial site clean up, mowing, trimming, debris removal and hazardous material removal on properties managed by Sound Transit Property Management prior to construction.
- Due to higher than expected increases in the amount, frequency, and duration of site maintenance services required, the contract budget will be expended by the end of December, 2005.

BUDGET IMPACT SUMMARY

The proposed action is consistent with the current adopted budget and is affordable within the agency's long-term financial plan and subarea financial capacity. The action will have no new revenue impact on Sound Transit.

Current Project Phase:
 Projected Completion Date:

BUDGET and FINANCIAL PLAN DISCUSSION

Expenditures for this contract are charged to two different areas; work on properties prior to construction is charged to non-capital costs, and work on properties under construction is charged to capital. Budget for the proposed action is included in the Adopted 2006 Budget within the various agency capital projects in the right of way phase in proportion to the specific project's right of way needs. A portion of the property for Link Light Rail is not yet under construction and will be charged to 2006 Non-Capital Costs budget.

BUDGET TABLE

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

Action Item: Property Management Services

	(A) Current Approved Contract Value	(B) Spent to Date	(C) Proposed Action	(D) Proposed Total Contract Value
Contract Budget:				
Property Management Services	195	190	210	405
Contingency	0	-		-
Total	195	190	210	405
Percent Contingency	0%		0%	0%

Direct Charge Budget	Adopted 2006 Budget	Spent to Date	This Action	Suplus
Adopted Lifetime ROW budget:				
Link Light Rail	284,796	213,026	158	71,611
Regional Express	61,725	42,583	8	19,134
Souder Commuter Rail	355,022	227,563	26	127,433
Total:	701,543	483,172	192	218,178

Adopted Non-Capital costs Budget For 2006				
Non-Capital Costs budget	479		18	461
TOTAL BUDGETS:	702,022	483,172	210	218,640

Notes:

Budget for this amendment is included in the Adopted 2006 Budget in the ROW and acquisition phase, plus amendments on; page 70, 85, and 118 for Link, Souder, and REX respectively. The Non-Capital Costs Budget is on page 165.

M/W/DBE – SMALL BUSINESS PARTICIPATION

Prime Contractor

Vinson Brothers Corporation is a Minority and Disadvantaged Business Enterprise (MBE/DBE). It will perform 98.9% of the contract.

Utilization Breakdown Table

Prime Contractor	Business Type	% of Work	Dollar Value
Vinson Brothers Corporation	MBE/DBE	98.9%	\$402,402
Sub-Total		98.9%	\$402,402

Subconsultant	Business Type	% of Work	Dollar Value
General Environmental Management	Small Business	1.1%	\$2,650
Sub-Total		1.1%	\$2,650
Total		100%	\$405,052

EEO Commitment

Vinson Brothers Corporation workforce demographics are 10% women and 88% minorities.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

Sound Transit Property Management provides property management services from the time the properties are acquired until construction begins; and in some cases, during construction. Sound Transit contracts with several companies to provide the services needed to maintain these properties in good condition. Vinson Brothers Corporation provides site maintenance services including initial site clean up, mowing, weeding, and removal of debris and hazardous material.

When the original contract was executed in March 2005, the volume of work required was not anticipated. Three factors contributed to these increases:

- The unanticipated cost to clean up one Lakewood station property consumed one-third of the original \$195,000 contract. The clean up work normally done by the construction contractor was performed under the contract with Vinson Brothers, due to safety issues caused by transients.
- A request from Link Light Rail Civil Division that this site maintenance contractor maintain the areas adjacent to construction areas in the Rainier Valley.
- Other one-time clean up costs related to property acquisition, particularly along a long stretch of newly acquired railroad right-of-way.

In addition, there are strict guidelines for the removal of noxious weeds that were not taken into account in the original cost estimate.

CONSEQUENCES of DELAY

A delay beyond December 15, 2005 will require a suspension of work for the site maintenance services and negatively impact safety and security on these properties.

PUBLIC INVOLVEMENT

Not applicable to this action.

ENVIRONMENTAL COMPLIANCE

Not applicable for this action.

LEGAL REVIEW

JW 12/6/05

SOUND TRANSIT

MOTION NO. M2005-140

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to execute a contract amendment with Vinson Brothers Corporation to provide ongoing site maintenance services for properties acquired for Sound Transit in the amount of \$210,052, for a new total authorized contract amount not to exceed \$405,052.

Background:

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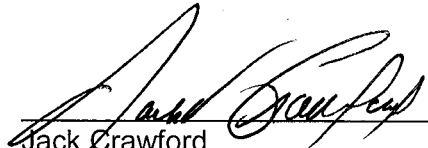
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Motion:

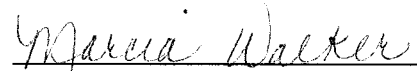
It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Chief Executive Officer is authorized to execute a contract amendment with Vinson Brothers Corporation to provide ongoing site maintenance services for properties acquired for Sound Transit in the amount of \$210,052, for a new total authorized contract amount not to exceed \$405,052.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on December 15, 2005.



Jack Crawford
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator