

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2005-141

**Preliminary Engineering and Environmental Documentation
Kirkland Transit Center/3rd Street Project**

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	12/15/05	Discussion/Possible Action	Jim Edwards, Deputy Director, Capital Projects Vicki Youngs, Program Manager Dan Eder, Project Manager	(206) 398-5436 (206) 398-5024 (206) 398-5104

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

PROJECT NAME

Kirkland Transit Center/3rd Street Project

PROPOSED ACTION

Authorizes the Chief Executive Officer to execute a contract with INCA Engineers, Inc. to provide preliminary engineering and environmental documentation services with an option for final design support services for the Kirkland Transit Center/3rd Street Project in the amount of \$890,254, with a 10% contingency of \$89,025, for a total authorized contract amount not to exceed \$979,279.

KEY FEATURES of PROPOSED ACTION

- This action defines a scope of work for preliminary engineering and environmental documentation of the Kirkland Transit Center/3rd Street Project.
- The contract includes an option for final design support services including creating final plans, specifications, and estimates as well as design assistance during construction. Separate Board review and approval would be required prior to commencing work on this optional contract scope.

BUDGET IMPACT SUMMARY

Project Name: Kirkland Transit Center/3rd Street
Current Project Phase: PE/ED
Projected Completion Date: To be determined.

There is no action outside of the Board-adopted budget; there are no contingency funds required, no subarea impacts, or funding required from other parties other than what is already assumed in the financial plan.

BUDGET AND FINANCIAL PLAN DISCUSSION

The 2006 Adopted Board Budget for this project is \$13,300,000, with a Board-adopted preliminary engineering phase budget of \$1,050,000. The proposed action would leave a remaining preliminary engineering phase budget of \$70,721 and a remaining uncommitted balance for the project budget of \$12,320,318.

There are sufficient funds to complete this action. Committing these funds will not endanger any other project elements that are to be funded out of the overall project.

The project's budget will be detailed further at the preliminary engineering phase level, as staff works with the City of Kirkland and other stakeholders to define a more detailed scope.

BUDGET TABLE

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

Action Item: Execute a contract with Inca Engineers Inc. to provide preliminary engineering and environmental documentation services with an option for final design for the Kirkland Transit Center/3rd Street project (#142).

	2006 Board Adopted Budget (A)	Committed To Date (B)	This Action (C)	Total Committed & Action (D)	Uncommitted (Shortfall) (E)
1 Agency Administration	\$ 700	\$ -	\$ -	\$ -	\$ 700
2 Preliminary Engineering	1,050	0	979	980	70
3 Final Design	-	-	-	-	-
4 Right of Way	-	-	-	-	-
5 Construction	-	-	-	-	-
7 Contingency	11,550	-	-	-	11,550
8 Total Current Budget	\$ 13,300	\$ 0	\$ 979	\$ 980	\$ 12,320

Phase Budget Detail

9 Preliminary Engineering	\$ 1,050	\$ 0	\$ 979	\$ 980	\$ 70
11 Misc.	-	-	-	-	-
12 Total Phase	\$ 1,050	\$ 0	\$ 979	\$ 980	\$ 70

Contract Budget	Current Approved Contract Value (F)	Spent to Date (G)	Proposed Action (H)	Amended Total Contract Value (I)
13 Inca Engineers Contract	\$ -	\$ -	\$ 890	\$ 890
14 Contingency	-	-	89	89
15 Total	-	-	979	979
16 Percent Contingency	0%		10%	10%

Notes:

Committed to-date amount includes actual outlays and commitments through October 31, 2005.
Project budget is located on page 126 of the Adopted 2006 Budget book.

M/W/DBE – SMALL BUSINESS PARTICIPATION

Prime Consultant/Contractor

INCA Engineers Inc. is the prime consultant for this contract. For the entire contract, INCA expects 31% M/W/DBE and small business participation.

For the initial preliminary engineering and environmental documentation phase of this contract, INCA committed to 24% M/W/DBE and Small Business participation.

Utilization Breakdown Table

Subconsultant	Business Type	% of Work	Dollar Value
Adolfson Associates	WBE/DBE	4.1%	\$ 36,080
PacRim Geotech	MBE/DBE	0.7%	6,006
Radiance Lighting	WBE/DBE	0.4%	3,660
PRR Inc.	MWBE/DBE	8.4%	74,800
Tres West Engineers	DBE	0.6%	5,383
AKB Engineers	MBE	1.4%	12,664
Mirai Associates	MBE/DBE	6.9%	61,151
Entech Northwest	MWBE/DBE	1.8%	16,436
Total		24%	\$ 216,180

EEO Commitment

INCA Engineers, Inc. workforce demographics are 23% women and 14% minorities.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

Pursuant to direction from the Board in March 2004, staff negotiated an agreement in principle ("term sheet") with the City of Kirkland identifying roles and responsibilities in building one of three potential transit center projects in downtown Kirkland. The term sheet identified three specific project concepts that both Sound Transit and the City of Kirkland supported moving forward for further evaluation: a transit center on 3rd Street, a transit center at 424 Kirkland Way, and a co-developed transit center and multi-story office complex at 424 Kirkland Way.

In November 2004, the Sound Transit Board created the \$13.3M Kirkland Transit Center Project through a change to Sound Move.

In April 2005, the Mayor of the City of Kirkland wrote a letter requesting that Sound Transit eliminate the two project concepts at 424 Kirkland Way and reiterating the City of Kirkland's continuing support for moving forward with the 3rd Street Project.

Sound Transit expects to negotiate an agreement with the City of Kirkland for the Board's review and consideration by 2nd Quarter 2006.

The proposed INCA Engineers, Inc. contract includes scope to complete a State Environmental Policy Act (SEPA) checklist for the project.

Prior Board or Committee Actions and Relevant Board Policies

Motion or Resolution Number	Summary of Action	Date of Action
R2004-19	Adopting an annual budget for the period from January 1 through December 31, 2005 and amending Sound Move to include a downtown Kirkland transit center project and to change the name and scope of Project #374 from the Willows Arterial Project to the Redmond Transit Center Project	11/18/04
M2004-20	Directing staff to work with partners within the East King County subarea to conduct a six-month evaluation of the subarea capital program and recommend a final capital project list for Board consideration.	3/11/04

CONSEQUENCES of DELAY

A two-week delay would not create adverse impacts on the project.

PUBLIC INVOLVEMENT

The proposed INCA Engineers, Inc. contract includes a community outreach component including several opportunities for public involvement during the design of the facility.

ENVIRONMENTAL COMPLIANCE

SSK

LEGAL REVIEW

JW

SOUND TRANSIT

MOTION NO. M2005-141

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to execute a contract with INCA Engineers, Inc. to provide preliminary engineering and environmental documentation services with an option for final design support services for the Kirkland Transit Center/3rd Street Project in the amount of \$890,254, with a 10% contingency of \$89,025, for a total authorized contract amount not to exceed \$979,279.

Background:

Pursuant to direction from the Board in March 2004, staff negotiated an agreement in principle ("term sheet") with the City of Kirkland identifying roles and responsibilities in building one of three potential transit center projects in downtown Kirkland. The term sheet identified three specific project concepts that both Sound Transit and the City of Kirkland supported moving forward for further evaluation: a transit center on 3rd Street, a transit center at 424 Kirkland Way, and a co-developed transit center and multi-story office complex at 424 Kirkland Way.

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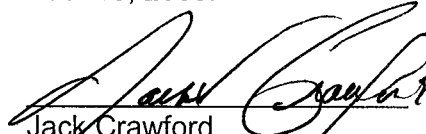
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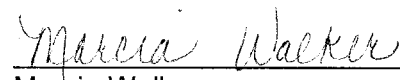
Motion:

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 with INCA Engineers, Inc. to provide preliminary engineering and environmental documentation services with an option for final design support services for the Kirkland Transit Center/3rd Street Project in the amount of \$890,254, with a 10% contingency of \$89,025, for a total authorized contract amount not to exceed \$979,279

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