

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2005-45

Contract Amendment for On-Call Environmental Services

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	4/21/05	Discussion/Possible Action	Agnes Govern, Director Chris Townsend, Senior Environmental Planner, Legal Department	(206) 398-5037 (206) 398-5135

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"/>
Interlocal 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 amendment with Herrera Environmental Consultants to provide professional services to assist the Sound Transit Environmental Compliance Division in the needs assessment, preparation, and procurement of environmental permits and approvals for agency-wide projects on an as-needed basis in the amount of \$150,000, for a new total authorized contract amount not to exceed \$850,000.

KEY FEATURE

Amends the contract to provide additional environmental permitting and approval services during the time it will take to procure a new on-call environmental services contract.

BUDGET IMPACT SUMMARY

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 DISCUSSION

This on-call contract with Herrera for environmental permitting support will be used primarily for Regional Express and Sounder Capital Projects, but could potentially be used within the Link program as well. This contract amendment is anticipated to be used for the following projects: Woodinville Transit Oriented Development, Ash Way Transit Access, Lakewood to Tacoma Track and Signals, and the Environmental Permitting and Mitigation project. On-call engineering support from Herrera may be used for other projects as needed.

The budget associated with environmental permitting work is contained within the preliminary engineering and final design phases of each capital project's budget, based on the project's

anticipated need for such service. This is an on-call contract which will only be used when needed. At that time, an evaluation of specific scope and cost of the work will be performed and sufficient uncommitted project budget will be identified prior to executing a work order against this contract.

REVENUE, SUBAREA, AND FINANCIAL PLAN IMPACTS

The proposed action is consistent with the current Board-adopted total project budget and is affordable within Sound Transit’s current long-term financial plan and the subarea financial capacity; there is no impact to subarea affordability.

M/W/DBE – SMALL BUSINESS PARTICIPATION

Prime Consultant/Contractor

Herrera Environmental Consultants is the prime consultant for this contract. Herrera Environmental Consultants committed to a 64% M/W/DBE and Small Business goal.

Utilization Breakdown Table

Subconsultant	Business Type	% of Work	Dollar Value
Herrera Environmental Consultants	M/DBE	64%	\$544,000
Total	M/DBE	64%	\$544,000

To date, 72% of billings have been to an M/DBE certified firm (Herrera Environmental Consultants).

EEO Commitment

Herrera Environmental Consultants workforce demographics are 55% women and 11% minorities. Including all subconsultants, workforce demographics are 51% female and 17% minorities.

Apprentice Utilization Commitment

Not applicable for this action.

HISTORY OF PROJECT

Prior Board or Committee Actions and Relevant Board Policies

Motion or Resolution Number	Summary of Action	Date of Action
M2002-127	Executed a contract with Herrera Environmental Consultants, Inc. to provide on-call environmental permitting services for a term of three years with options to extend for two one-year periods for a total authorized contract amount not to exceed \$700,000.	11/21/02

Contract #RTA/RE 75-02 was approved by a motion of the Finance Committee on November 21, 2002. The contract was signed with Herrera shortly thereafter for a period of three years. The contract was extended for one additional year in November 2004. The procurement

process for a new environmental services on-call contract to replace this one has been initiated. That process may take six months to execute. Work orders have been issued under this contract for a total value close to the contract dollar limit (approximately \$600,000 by the end of February). The current change request would raise the dollar limit for this contract to allow further work orders to be executed prior to procurement of the new on-call contract. Approximately \$110,000 worth of new work orders are required at this time. Additional money will likely be needed in the next six months for further, currently unknown environmental services. Those work orders may include conceptual and final design for the Ash Way mitigation project, permitting and mitigation design for Sounder Lakewood wetland impacts, and NEPA work for the Issaquah Park and Ride mitigation site. No new work orders would be issued under this contract once a new contract has been signed. However, work related to on-going work orders would be completed under this contract.

The higher spending limit being requested for this contract is due in part to a higher than expected rate of usage.

CONSEQUENCES OF DELAY

Delay on approval of this contract amendment could result in a four- to six-month delay on several capital projects that would otherwise be served by this contract including Woodinville TOD, Ash Way Mitigation Project, and the Sounder Lakewood to Tacoma Wetland Permit project.

PUBLIC INVOLVEMENT

Not applicable for this action.

LEGAL REVIEW

JW 4/7/05

SOUND TRANSIT

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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 Herrera Environmental Consultants to provide professional services to assist the Sound Transit Environmental Compliance Division in the needs assessment, preparation, and procurement of environmental permits and approvals for agency-wide projects on an as-needed basis in the amount of \$150,000, for a new total authorized contract amount not to exceed \$850,000.

Background:

Contract #RTA/RE 75-02 was approved by motion of the Finance Committee on November 21, 2002. The contract was signed with Herrera shortly thereafter for a period of three years. The contract was extended for one additional year in November 2004. The procurement process for a new environmental services on-call contract to replace this one has been initiated. That process may take six months to execute. Work orders have been issued under this contract for a total value close to the contract dollar limit (approximately \$600,000 by the end of February). The current change request would raise the dollar limit for this contract to allow further work orders to be executed prior to procurement of the new on-call contract. Approximately \$110,000 worth of new work orders are required at this time. Additional money will likely be needed in the next six months for further, currently unknown environmental services. Those work orders may include conceptual and final design for the Ash Way mitigation project, permitting and mitigation design for Sounder Lakewood wetland impacts, and NEPA work for the Issaquah Park and Ride mitigation site. No new work orders would be issued under this contract once a new contract has been signed. However, work related to on-going work orders would be completed under this contract.

The higher spending limit being requested for this contract is due in part to a higher than expected rate of usage.

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 Herrera Environmental Consultants to provide professional services to assist the Sound Transit Environmental Compliance Division in the needs assessment, preparation, and procurement of environmental permits and approvals for agency-wide projects on an as-needed basis in the amount of \$150,000, for a new total authorized contract amount not to exceed \$850,000.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on April 21, 2005.



Kevin R. Phelps
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator