

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2007-26

Contingency Increase for the Kirkland Transit Center/3rd Street Project

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	2/15/07	Discussion/Possible Action	Jim Edwards, Acting Director, Capital Projects Vicki Youngs, Program Manager Dan Eder, Project Manager	(206) 398-5436 (206) 398-5024 (206) 398-5104

Contract/Agreement Type:	✓	Requested Action:	✓
Competitive Procurement		Execute New Contract/Agreement	
Sole Source		Amend Existing Contract/Agreement	✓
Agreement with Other Jurisdiction(s)		Budget Amendment	
Real Estate		Property Acquisition	

PROJECT NAME

Kirkland Transit Center/3rd Street

PROPOSED ACTION

Authorizes the chief executive officer to increase the contingency for the contract with INCA Engineers Inc. for the Kirkland Transit Center/3rd Street project in the amount of \$45,000, for a new total authorized contract amount not to exceed \$1,024,279.

KEY FEATURES of PROPOSED ACTION

- The Kirkland City Council requested that Sound Transit take additional steps to ensure the project design concept works well with Peter Kirk Park and downtown development. These steps have been funded using the remaining contract contingency.
- The proposed action would provide sufficient additional contract contingency to complete the balance of the preliminary engineering for the Kirkland Transit Center/3rd Street project.

BUDGET IMPACT SUMMARY

Project Name: Kirkland Transit Center/3rd Street
 Current Project Phase: Preliminary Engineering / Environmental Documentation
 Projected Completion Date: To be determined.

There is no action required outside of the Board-adopted budget; there are no project 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 Adopted 2007 Budget for this project is \$13,300,000, with a preliminary engineering phase budget of \$1,050,000. The proposed action would leave a remaining preliminary engineering phase budget of \$25,721 and a remaining uncommitted balance for the project budget of \$11,608,832.

There are sufficient funds to complete this action within the project's preliminary engineering phase budget. Committing these funds will not endanger any other project elements that are to be funded out of the overall project.

BUDGET TABLE

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

Project: 142 - Kirkland Transit Center/3rd

	2007 Adopted Budget ¹ (A)	Committed To Date ² (B)	This Action (C)	Total Committed & Action (D)	Uncommitted (Shortfall) (E)
1 Agency Administration	\$ 667	\$ 667	\$ -	\$ 667	\$ -
2 Preliminary Engineering	\$ 1,050	\$ 979	45	\$ 1,024	26
3 Final Design	\$ 2,070	\$ -	-	\$ -	2,070
4 Right of Way	\$ 1,600	\$ -	-	\$ -	1,600
5 Construction	\$ 7,000	\$ -	-	\$ -	7,000
6 Contingency	\$ 913	\$ -	-	\$ -	913
7 Total Current Budget	\$ 13,300	\$ 1,646	\$ 45	\$ 1,691	\$ 11,609
Phase Budget Detail					
8 Preliminary Engineering	\$ 1,050	\$ 979	\$ 45	\$ 1,024	26
9 Misc. Activity					-
10 Total Phase	\$ 1,050	\$ 979	\$ 45	\$ 1,024	\$ 26
Contract Budget					
	Current Approved Contract Value (F)	Spent to Date (G)	Proposed Action (H)	Proposed Total Contract Value (I)	
11 INCA Engineers	\$ 890	\$ 530	\$ -	\$ 890	
12 Contingency	89	1	45	\$ 134	
13 Total	979	531	45	1,024	
14 Percent Contingency	10%			15%	

Notes:

¹ Project budget is located on page 139 of the 2007 Proposed budget book. The 2007 Adopted Budget was approved by the Board on December 14, 2006.

² Committed to date amount includes actual outlays and commitments through January 23, 2007.

SMALL BUSINESS PARTICIPATION

Prime Consultant/Contractor

For the initial preliminary engineering and environmental documentation phase of this contract, INCA Engineers, Inc. is committed to 24% M/W/DBE and Small Business participation. INCA Engineers, Inc. has achieved 24% M/W/DBE and Small Business participation for work to date.

EEO Commitment

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

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

This project will provide a new Kirkland Transit Center in downtown Kirkland on 3rd Street between Kirkland Avenue and Central Way adjacent to Peter Kirk Park.

The original consultant contract included design and public outreach support for selecting a transit center project in downtown Kirkland. This early design and outreach included stakeholder meetings, public open houses, and City Council meetings. Based on this early design and outreach, the project’s Executive Advisory Committee – senior staff from Sound Transit, the City of Kirkland, and King County Metro – unanimously supported a project on 3rd Street involving some use of Peter Kirk Park.

The Kirkland City Council requested that Sound Transit take additional steps to gather input from the community about how the project’s design concepts integrate with improvements in Peter Kirk Park and in the City’s commercial areas. The additional steps requested by the Kirkland City Council can be funded through use of the remaining contract contingency. The proposed action would provide sufficient additional contract contingency to complete the balance of the preliminary engineering for the Kirkland Transit Center/3rd Street project.

Prior Board or Committee Actions on this Project

Motion/ Resolution Number and Date	Summary of Action
M2005-141 12/15/05	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.

CONSEQUENCES of DELAY

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

PUBLIC INVOLVEMENT

The original contract scope included a series of public involvement outreach steps such as public open houses, stakeholder workshops, and City Council reviews. Additional outreach steps to get input on the project’s “look and feel” include developing design concepts for review and input at an upcoming City Council study session and a planned public open house.

ENVIRONMENTAL COMPLIANCE

SSK 1/24/07

LEGAL REVIEW

JW 2/6/07

SOUND TRANSIT

MOTION NO. M2007-26

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to increase the contingency for the contract with INCA Engineers Inc. for the Kirkland Transit Center/3rd Street project in the amount of \$45,000, for a new total authorized contract amount not to exceed \$1,024,279.

Background:

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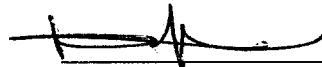
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Motion:

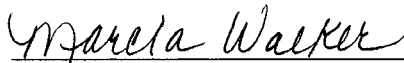
It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to increase the contingency for the contract with INCA Engineers Inc. for the Kirkland Transit Center/3rd Street project in the amount of \$45,000, for a new total authorized contract amount not to exceed \$1,024,279.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on February 15, 2007.



Fred Butler
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator