

**MOTION NO. M2011-41**  
**On-Call Project Review Services Contract**

<b>MEETING:</b>	<b>DATE:</b>	<b>TYPE OF ACTION:</b>	<b>STAFF CONTACT:</b>	<b>PHONE:</b>
Capital Committee	6/9/11	Final Action	Ahmad Fazel, DECM Executive Director <b>Henry Cody, Principal Construction Manager</b>	206-398-5389  206-398-5377

**PROPOSED ACTION**

Authorizes the chief executive officer to execute a three-year contract with one two-year option to extend with EGM Inc. dba MENG Analysis to provide on-call project review services for a total authorized contract amount not to exceed \$1,700,000.

**KEY FEATURES**

- The scope of the contract provides for consultant services to perform independent reviews for individual construction contracts in the ST2 program. Services include:
  - Value engineering
  - Constructability reviews
  - Risk analysis
  - Independent project control services
- Services under this on-call contract will be authorized through the issuance of task orders that will define the detailed scope and schedule of the work to be performed. Funding for these task orders will come from established project budgets for which these services are being provided.
- The contract amount requested is intended to cover the initial three-year contract and does not include funding the two-year option.

**PROJECT DESCRIPTION**

As design of ST2 projects move forward, a number of independent reviews will be needed to confirm that designs are cost effective and can be built without significant risk of cost and schedule overruns. These processes are essential to successful execution of large and complex projects and are required by the FTA on federally funded projects.

**FISCAL INFORMATION**

This on-call contract will be used for Sounder, ST Express, and Link projects. Funding for this contract will come from the preliminary engineering and final design phases within the overall capital project budgets. The services described in the proposed action will be assigned on a task order basis after available budget is verified. Since the proposed services will be assigned on an as-needed basis, the distribution of costs will be determined as project schedules and budgets are established.

## SMALL BUSINESS PARTICIPATION

Sound Transit Goal: 20%

Commitment: 70%

Subconsultant/Subcontractor	Business Type	% of Work	Dollar Value
MENG Analysis	Small Business	35%	\$595,000
Chudgar Engineering Co.	DBE	2%	\$34,000
CTS Engineers	Small Business	2%	\$34,000
Northwest Civil Engineers	DBE	2%	\$34,000
Robinson Noble	Small Business	1%	\$17,000
Exeltech Consulting	DBE	5%	\$85,000
Cooper Zietz	DBE	5%	\$85,000
Townzen	Small Business	1%	\$17,000
Choe & Nash	Small Business	5%	\$85,000
Watermark Engineering	Small Business	2%	\$34,000
William Ott	Small Business	5%	\$85,000
Clinkston Architects	Small Business	5%	\$85,000
<b>Total</b>		<b>70%</b>	<b>\$1,190,000</b>

## EQUAL EMPLOYMENT WORKFORCE PROFILE

10 employees; 30% women; 20% minorities.

## BACKGROUND

In March 2011, Sound Transit issued a Request for Qualifications for two consultant contracts to assist DECM in providing project review services for ST2 projects as the need for such work arises. Eight proposals were received. MENG Analysis and HNTB Corporation were selected as the most qualified firms. Approval of the contract with HNTB Corporation is being sought in a separate Board request.

Procuring two separate task-order contracts allows more competition among proposers and offers Sound Transit flexibility in assigning different types of work. It also avoids potential conflicts of interest if one of the consultants has performed design work on a project, allowing the other consultant to perform the review of that design.

### Analysis of Contracting Out versus In-House

As part of DECM's due diligence, a qualitative assessment was made of alternatives to this proposed on-call project review services contract. This assessment concluded that based on the type, scale and frequency of the need for these services, and the skill-set and availability of Sound Transit staff, the proposed on-call services contract would be an efficient and cost-effective means of providing these necessary services. This conclusion was reached based on the following:

- The majority of the work associated with this contract is required to be performed by professionals independent of staff and/or consultants directly associated with the design efforts.
- The work associated with this contract is sporadic. Typical project reviews take up to five days and require 8-10 professionals. Assigning only Sound Transit staff to perform these reviews would not be cost effective.

- Sound Transit does not have all of the necessary technical skills in-house to perform all aspects of these reviews and assure the independence of the reviews.

## **ENVIRONMENTAL COMPLIANCE**

SSK 5/9/11

## **TIME CONSTRAINTS**

A one month delay would not create a significant impact.

## **PUBLIC INVOLVEMENT**

Not applicable to this action.

## **LEGAL REVIEW**

LA 6/3/11

## **MOTION NO. M2011-41**

A motion of the Capital Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a three-year contract with one two-year option to extend with EGM Inc. dba MENG Analysis to provide on-call project review services for a total authorized contract amount not to exceed \$1,700,000.

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Procuring two separate task-order contracts allows more competition among proposers and offers Sound Transit flexibility in assigning different types of work. It also avoids potential conflicts of interest if one of the consultants has performed design work on a project, allowing the other consultant to perform the review of that design.

Services under this on-call contract will be authorized through the issuance of task orders that will define the detailed scope and schedule of the work to be performed. Services include value engineering, constructability reviews, risk analysis, and independent project control services.

Funding for these task orders will come from established project budgets for which these services are being provided. The contract amount requested is intended to cover the initial three-year contract and does not include funding the two-year option.

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- Sound Transit does not have all of the necessary technical skills in-house to perform all aspects of these reviews and assure the independence of the reviews.

### **MOTION:**

It is hereby moved by the Capital Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a three-year contract with one two-year

option to extend with EGM Inc. dba MENG Analysis to provide on-call project review services for a total authorized contract amount not to exceed \$1,700,000.

APPROVED by the Capital Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on June 9, 2011.

  
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Fred Butler  
Capital Committee Chair

ATTEST:

  
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Marcia Walker  
Board Administrator