

MOTION NO. M2013-63

Public Involvement Services for High-Capacity Transit System Plan Development

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:	PHONE:
Board	08/22/2013	Final Action	Ron Klein, Executive Director, Communications and External Affairs Geoff Patrick, Media Relations and Public Information Manager	206-398-5393 206-398-5313

PROPOSED ACTION

Authorizes the chief executive officer to execute a three-year contract with two one-year options to extend with Envirolssues, Inc. to provide public involvement consultant services for planning the next phase of high-capacity transit system development for a total authorized contract amount not to exceed \$800,000.

KEY FEATURES SUMMARY

- This contract will support work to achieve widespread public interest and involvement as the Board prepares to make decisions shaping the future of the regional transit system. Agency efforts will focus on providing the Board with information on public priorities as the agency starts work in fall 2013 to conduct an environmental process to update the regional transit Long Range Plan (LRP). Based on future Board direction, public involvement efforts would then shift to supporting the development of a system plan that identifies specific regional transit projects and services for submission to voters in 2016 or thereafter as part of a Sound Transit 3 (ST3) ballot measure.
- This contract covers activities to plan and implement:
 - Public meetings around the region on transit expansion options and benefits
 - Printed and electronic communications such as mailers, fact sheets, display boards, etc.
 - Soliciting input at meetings, online, in writing, by phone and at various community events
 - Publicizing public involvement opportunities
 - Compiling, summarizing and presenting public input
 - Developing web content and interactive features that showcase transit options and benefits
 - Social media activities
 - Responding to public inquiries and correspondence
- The requested amount is intended to cover the initial contract term. Any additional funding for the option years would require Board approval. The option years would cover a change in 2016 ballot measure schedule should the Board elect to pursue a ballot measure in 2017 or 2018. A separate procurement would support additional efforts for a ballot measure after 2018.

BACKGROUND

The region's voters have approved two system plans, Sound Move in 1996 and Sound Transit 2 (ST2) in 2008. Both plans include funding for delivery and expansion of ST Express, Sounder, Central Link, and Tacoma Link. In February 2013, the Board directed staff to move forward with planning for the next phase of high-capacity transit (HCT) system development, or ST3, with the possibility of a 2016 ballot measure. A three-stage approach will be used to develop a plan for the next phase of investments by 2016:

1. HCT Corridor Studies as identified in ST2 (2013 – 2014)
2. LRP Update with environmental review (2013 – 2014)
3. Next phase of the Regional HCT System Plan (ST3) (2015 – 2016)

This contract will support public involvement activities focusing on the second and third of these three stages. The processes to update the LRP and develop a system plan will each involve multiple phases of public involvement culminating in providing input to the Board. This contract uses the successful strategies used to shape the voter-approved ST2 program, along with new and expanded strategies that take advantage of the growing importance of social and interactive media.

EnvirolIssues was selected through a competitive procurement process. A request for proposals process was issued on May 20, 2013. Five proposals were received that were evaluated against criteria that included cost; experience of the firm and individual team members; vision and creativity; capacity to execute the scope of work; and commitment to equal employment opportunity. EnvirolIssues was ranked the highest by the selection team.

FISCAL IMPACT

This action is within the adopted budget and sufficient funds remain after approval of this action to fund the remaining work in the Preliminary Engineering Phase as contained in the current cost estimates. The total contract cost represents 4.3% of the approved total ST3 program budget.

ST3 Planning	2013 TIP	Commitment to Date	This Action	Board Approved Plus Action	Uncommitted / (Shortfall)
Agency Administration	7,800	30	0	30	7,770
Preliminary Engineering	18,400	0	800	800	17,600
Final Design	0	0	0	0	0
Right of Way	0	0	0	0	0
Construction	0	0	0	0	0
Construction Services	0	0	0	0	0
Third Party Agreements	4,000	0	0	0	4,000
Vehicles	0	0	0	0	0
Total Current Budget	30,200	30	800	830	29,370
Phase Detail - Preliminary Engineering					
Preliminary Engineering Phase Activities	18,400	0	800	800	17,600
Total Phase	18,400	0	800	800	17,600
EnvirolIssues, Inc.					
Contract Detail	Board Approvals to Date	Current Approved Contract Status	Proposed Action	Proposed Total for Board Approval	
Contract Amount	0	0	800	800	
Contingency	0	0	0	0	
Total	0	0	800	800	
Percent Contingency	0%	0%	0%	0%	

Notes:

Amounts are expressed in Year of Expenditure \$000s.
 Board Approvals to Date includes amounts through June 30th 2013, plus any pending Board Actions.
 Project Budget is located on page 101 of the 2013 Transit Improvement Plan (TIP).
 Board Approvals = Committed to-date + Contingency.

SMALL BUSINESS PARTICIPATION

No subcontracting opportunities were identified relative to this contract; consequently, no Small Business participation goal was established in this procurement.

EQUAL EMPLOYMENT WORKFORCE PROFILE

93 employees; 77.2% women; 8.6% minorities.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

In order to allow for a potential public vote in 2016, the schedule for ST3 planning work calls for the environmental process to update the LRP to begin in fall 2013 and conclude by late 2014. The public involvement work covered in this contract is critical to the State Environmental Protection Act (SEPA) process to update the LRP. Executing the contract this month will provide approximately 2-1/2 months of preparation time for launching the public involvement process, with public meetings planned for November 2013.

PRIOR BOARD/COMMITTEE ACTIONS

Motion No. M2013-44: Authorized the chief executive officer to execute a contract with North Corridor Transit Partners to provide planning consulting services for the Lynnwood to Everett High Capacity Transit Corridor Study Project in the amount of \$1,889,135, with a 10% contingency of \$188,914, for a total authorized contract amount not to exceed \$2,078,049.

Motion No. M2013-45: Authorized the chief executive officer to execute a contract with Fehr & Peers to provide planning consulting services for the South King County High Capacity Transit Corridor Study Project in the amount of \$1,644,041, with a 10% contingency of \$164,404, for a total authorized contract amount not to exceed \$1,808,445.

Motion No. M2013-46: Authorized the chief executive officer to execute an East Link Supplement to the Memorandum of Agreement with the City of Seattle to reimburse the City for project-related services in support of the East Link project final design work in the amount of \$912,747, with a 10% contingency of \$91,275, for a total supplement amount not to exceed \$1,004,022.

ENVIRONMENTAL REVIEW

JI 7/25/2013

LEGAL REVIEW

JDW 8/2/2013

MOTION NO. M2013-63

A motion of the Board of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a three-year contract with two one-year options to extend with Envirolssues, Inc. to provide public involvement consultant services for planning the next phase of high-capacity transit system development for a total authorized contract amount not to exceed \$800,000.

BACKGROUND:

The region's voters have approved two system plans, Sound Move in 1996 and Sound Transit 2 (ST2) in 2008. Both plans include funding for delivery and expansion of ST Express, Sounder, Central Link, and Tacoma Link. In February 2013, the Board directed staff to move forward with planning for the next phase of high-capacity transit (HCT) system development, or ST3, with the possibility of a 2016 ballot measure. A three-stage approach will be used to develop a plan for the next phase of investments by 2016:

1. HCT Corridor Studies as identified in ST2 (2013 – 2014)
2. LRP Update with environmental review (2013 – 2014)
3. Next phase of the Regional HCT System Plan (ST3) (2015 – 2016)

This contract will support public involvement activities focusing on the second and third of these three stages. The processes to update the LRP and develop a system plan will each involve multiple phases of public involvement culminating in providing input to the Board. This contract uses the successful strategies used to shape the voter-approved ST2 program, along with new and expanded strategies that take advantage of the growing importance of social and interactive media.

Envirolssues was selected through a competitive procurement process. A request for proposals process was issued on May 20, 2013. Five proposals were received that were evaluated against criteria that included cost; experience of the firm and individual team members; vision and creativity; capacity to execute the scope of work; and commitment to equal employment opportunity. Envirolssues was ranked the highest by the selection team.

MOTION:

It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a three-year contract with two one-year options to extend with Envirolssues, Inc. to provide public involvement consultant services for planning the next phase of high-capacity transit system development for a total authorized contract amount not to exceed \$800,000.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on August 22, 2013.


Pat McCarthy
Board Chair

ATTEST:



Marcia Walker
Board Administrator