

MOTION NO. M2015-111
Contract for Maintenance of Way Building Furniture

| MEETING: | DATE: | TYPE OF ACTION: | STAFF CONTACT: |
|---|--------------|------------------------|--|
| Operations and Administration Committee | 12/3/2015 | Final Action | Bonnie Todd, Executive Director of Operations Katie Newby, Space Planner/CADD Operator |

PROPOSED ACTION

Authorizes the chief executive officer to execute a contract with MBI Seattle to purchase and install furniture for the Maintenance of Way Building for a total authorized contract amount not to exceed \$341,000.

KEY FEATURES SUMMARY

- This action will provide standard office furniture for the Maintenance of Way (MOW) Building at the Link Operations and Maintenance Facility (OMF) to accommodate King County maintenance staff and Sound Transit Police.
- The contract scope of work includes the specification, fabrication, delivery and installation of furnishings for 52 workstations. It also includes incidental furniture required to support building occupancy, minor future modifications to this furniture system, and spare parts.
- Sound Transit is using a “piggyback” contract developed by U.S. Communities that will provide a discount of up to 71% off the selected furnishings.
- The new furniture will be based on the current standard implemented in other Sound Transit administrative buildings.
- Workstations will be scheduled for installation in January 2016, and the project is expected to complete by February 2016.

BACKGROUND

The MOW building is currently in construction and will include open space for storage on the property and accommodate additional personnel. The purchased standard furniture will accommodate King County Maintenance and Sound Transit Police staff. The MOW building is expected to be complete in Q1 2016.

FISCAL INFORMATION

The lifetime budget in the 2015 Transportation Improvement Plan (TIP) for the University Link Extension is \$1.756 billion. Within that amount, \$1,000,000 has been set aside for Operational Equipment in the Construction phase. The proposed action would increase the commitment of \$625,000 for this line item by \$341,000 to a revised total commitment of \$966,000, and leave a remaining budget balance of \$34,000.

This action is within the adopted budget and sufficient monies remain after approval of the action to fund the remaining work in the Construction phase as contained in the current cost estimates. Use of Construction phase unallocated contingency is not required for this action.

University Link Extension

| | 2015 TIP | Board Approvals | This Action | Board Approved Plus Action | Uncommitted / (Shortfall) |
|-----------------------------|------------------|------------------|-------------|----------------------------|---------------------------|
| Agency Administration | 113,554 | 76,910 | | 76,910 | 36,645 |
| Preliminary Engineering | 24,261 | 24,261 | | 24,261 | - |
| Final Design | 89,308 | 87,231 | | 87,231 | 2,077 |
| Right of Way | 152,332 | 125,606 | | 125,606 | 26,726 |
| Construction | 1,158,183 | 992,621 | 341 | 992,962 | 165,221 |
| Construction Services | 95,814 | 84,862 | | 84,862 | 10,952 |
| Third Party Agreements | 18,646 | 12,419 | | 12,419 | 6,227 |
| Vehicles | 103,909 | 99,206 | | 99,206 | 4,703 |
| Total Current Budget | 1,756,007 | 1,503,116 | 341 | 1,503,457 | 252,550 |

Phase Detail

Construction

| | | | | | |
|-----------------------|------------------|----------------|------------|----------------|----------------|
| Operational Equipment | 1,000 | 625 | 341 | 966 | 34 |
| Other Construction | 1,157,183 | 991,996 | | 991,996 | 165,187 |
| Total Phase | 1,158,183 | 992,621 | 341 | 992,962 | 165,221 |

Contract Detail

MBI Seattle

| | Board Approvals to Date | Current Approved Contract Status | Proposed Action | Proposed Total for Board Approval |
|---------------------|-------------------------|----------------------------------|-----------------|-----------------------------------|
| Contract Amount | - | - | 341 | 341 |
| Contingency | - | - | - | - |
| Total | - | - | 341 | 341 |
| Percent Contingency | 0% | 0% | 100% | 100% |

Notes:

Amounts are expressed in Year of Expenditure \$000s.

Board Approvals = Committed To-Date + Contingency, and includes pending Board actions.

2015 TIP = Project budget located on page 39 of the 2015 Transit Improvement Plan (TIP).

SMALL BUSINESS/DBE PARTICIPATION AND APPRENTICESHIP UTILIZATION

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Small Business and DBE goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of Small Businesses/DBEs available to perform such subcontracting work.

Sound Transit determined that Small Business and DBE subcontracting opportunities are infeasible or improbable based upon the work described in this contract, so Small Business/DBE goals were not established or required.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

Furniture is needed to allow staff to move into the MOW building and vacate temporary office space that is impacting the completion of construction at the site. A one month delay could impact the construction schedule.

PRIOR BOARD/COMMITTEE ACTIONS

Not applicable to this action.

ENVIRONMENTAL REVIEW

Jl 11/13/2015

LEGAL REVIEW

LA 24 Nov 2015

MOTION NO. M2015-111

A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a contract with MBI Seattle to purchase and install furniture for the Maintenance of Way Building for a total authorized contract amount not to exceed \$341,000.

BACKGROUND:

There are currently three trailers on the north end of the Operations and Maintenance property housing the King County maintenance and Sound Transit Police staff. The furniture in the trailers has exceeded its useful life and will be recycled according to Sound Transit policy.

The Maintenance of Way building is currently in construction and will include open space for storage on the property and accommodate additional personnel. The purchased standard furniture will accommodate King County Maintenance and Sound Transit Police staff. The MOW building is expected to be complete in Q1 2016.

This action will provide standard office furniture for the MOW Building at the Link Operations and Maintenance Facility (OMF) to accommodate King County maintenance staff and Sound Transit Police.

The contract scope of work includes the specification, fabrication, delivery and installation of furnishings for 52 workstations. It also includes incidental furniture required to support building occupancy, minor future modifications to this furniture system, and spare parts.

Sound Transit is using a "piggyback" contract developed by U.S. Communities that will provide a discount of up to 71% off the selected furnishings.

The new furniture will be based on the current standard implemented in other Sound Transit administrative buildings. Workstations will be scheduled for installation in January 2016, and the project is expected to complete by February 2016.

MOTION:

It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a contract with MBI Seattle to purchase and install furniture for the Maintenance of Way Building for a total authorized contract amount not to exceed \$341,000.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on December 3, 2015.



Paul Roberts

Operations and Administration Committee Chair

ATTEST:



Kathryn Flores
Board Administrator