

**MOTION NO. M2016-83**
**Contract for Union Station Garden Level Renovation**

| <b>MEETING:</b>                         | <b>DATE:</b> | <b>TYPE OF ACTION:</b> | <b>STAFF CONTACT:</b>  |
|---|--------------|------------------------|--|
| Operations and Administration Committee | 08/04/2016   | Final Action           | Bonnie Todd, Executive Director of Operations<br><b>David Huffaker, Deputy Executive Director, Operations and Support Services</b> |

**PROPOSED ACTION**

Authorizes the chief executive officer to execute a contract with Centennial Contractors Enterprises, Inc. to provide construction services for the Union Station Garden Level Renovation Project in the amount of \$556,976, with a 20% contingency of \$111,395, for a total authorized contract amount not to exceed \$668,371.

**KEY FEATURES SUMMARY**

- This action would fund the reconfiguration of the Garden Level at Union Station to create additional workstations to accommodate increasing staff levels as the Sound Transit 2 program continues to ramp up.
- The contract scope of work includes construction of offices and a conference room; installation of lighting, sprinkler heads, electrical outlets, data drops, and HVAC systems; and finishes for walls and flooring.
- Additional contingency is included to cover a lead paint abatement in the high bay ceiling of the Garden Level.
- The work is scheduled to be complete by the end of the first quarter 2017.

**BACKGROUND**

The Garden Level at Union Station currently accommodates 99 staff members including employees and consultants and has received only minor furniture reconfigurations since becoming Sound Transit's headquarters in 1999. After renovations are complete, the Garden Level will accommodate 151 staff members. Additional employees and consultants are needed as Sound Transit 2 work increases in the coming years.

The Board adopted this project in 2015, but the project was placed on hold to allow review of further design options for additional work spaces that were included in this contract.

On May 24, 2016, Sound Transit issued an Invitation for Bid (IFB). The low bid of \$556,976 is 60% less than Sound Transit's independent cost estimate. Bid amounts ranged from \$556,976 to \$1,134,360. Of the three bids received, Centennial Contractor's Enterprises, Inc. was deemed the lowest responsive responsible bidder.

Since 2008, Sound Transit has seen rapid growth in personnel. In 2009, Sound Transit acquired space at 5th and Jackson (1st, 4th, 5th, 7th, and 8th floors) in order to meet the Agency's staffing needs. Both the 5th & Jackson building and the 625 building have had furniture reconfigurations, reducing the workstation sizes from 8'x8' to the new Sound Transit standard of 6'x8'. In 2015 the second floor of Union Station was reconfigured to accommodate more staff members; the Garden

Level will be the next floor to undergo renovations. Furnishings for the renovation will be procured through a separate contact and brought to the Board for consideration later this year.

## FISCAL INFORMATION

The project budget in the 2016 Transportation Improvement Plan (TIP) for the Union Station Garden Level Remodel is \$1,383,286. Within that amount \$1,349,789 has been set aside in the Construction phase. The proposed action would commit \$668,371 to this line item, including a 20% contingency of \$111,395, leaving a remaining balance of \$681,345.

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.

### UNION STATION GARDEN LEVEL REMODEL

|                             | 2016 TIP     | Board Approvals | This Action | Board Approved Plus Action | Uncommitted / (Shortfall) |
|-----------------------------|--------------|-----------------|-------------|----------------------------|---------------------------|
| Agency Administration       | 3            | 3               |             | 3                          |                           |
| Preliminary Engineering     | 10           |                 |             |                            | 10                        |
| Final Design                | 21           | 21              |             | 21                         |                           |
| Third Party Agreements      |              |                 |             |                            |                           |
| Right of Way                |              |                 |             |                            |                           |
| Construction                | 1,350        |                 | 668         | 668                        | 681                       |
| Construction Services       |              |                 |             |                            |                           |
| Vehicles                    |              |                 |             |                            |                           |
| <b>Total Current Budget</b> | <b>1,383</b> | <b>24</b>       | <b>668</b>  | <b>692</b>                 | <b>691</b>                |

#### Phase Detail

##### Construction

|                    |              |  |            |            |            |
|--------------------|--------------|--|------------|------------|------------|
| Construction       | 1,350        |  | 668        | 668        | 681        |
| Other Construction |              |  |            |            |            |
| <b>Total Phase</b> | <b>1,350</b> |  | <b>668</b> | <b>668</b> | <b>681</b> |

#### Contract Detail

##### Centennial Contractors Enterprises

|                       | Board Approvals to Date | Current Approved Contract Status | Proposed Action | Proposed Total for Board Approval |
|-----------------------|-------------------------|----------------------------------|-----------------|-----------------------------------|
| Contract Amount       |                         |                                  | 557             | 557                               |
| Contingency Amount    |                         |                                  | 111             | 111                               |
| <b>Total Contract</b> |                         |                                  | <b>668</b>      | <b>668</b>                        |
| Percent Contingency   | 0%                      | 0%                               | 20%             | 20%                               |

#### Notes:

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

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

Project budget page is located on page 76 of 140 of the Adopted 2016 Transit Improvement Plan (TIP).

## SMALL BUSINESS/DBE PARTICIPATION AND APPRENTICESHIP UTILIZATION

### Participation by Small Businesses and Disadvantaged Business Enterprises (DBEs)

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Consistent with Sound Transit Policies and Federal Regulations, Sound Transit has established Small Business/DBE goals for this contract. These 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.

For this specific contract, the following goals were set and the successful Bidder/Proposer has committed to the following Small Business/DBE Participation:

Small Business Goals

Sound Transit Goal: 12%

Commitment: 54%

| <b>Subconsultant/Subcontractor</b> | <b>Business Type</b> | <b>% of Work</b> | <b>Amount</b>    |
|------------------------------------|----------------------|------------------|------------------|
| Hammer Construction                | Small Business       | 39.7%            | \$221,076        |
| Columbia Fire                      | Small Business       | 2.7%             | \$15,057         |
| CEC Electrical Contractors         | Small Business       | 11.6%            | \$15,057         |
| <b>Total</b>                       |                      | <b>54%</b>       | <b>\$300,533</b> |

**PUBLIC INVOLVEMENT**

Not applicable to this action.

**TIME CONSTRAINTS**

A one month delay would not create a significant impact to the project schedule.

**ENVIRONMENTAL REVIEW**

Jl 7/26/2016

**LEGAL REVIEW**

JW 7/29/2016

**MOTION NO. M2016-83**

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 Centennial Contractors Enterprises, Inc. to provide construction services for the Union Station Garden Level Renovation Project in the amount of \$556,976, with a 20% contingency of \$111,395, for a total authorized contract amount not to exceed \$668,371.

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**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 Centennial Contractors Enterprises, Inc. to provide construction services for the Union Station Garden Level Renovation Project in the amount of \$556,976, with a 20% contingency of \$111,395, for a total authorized contract amount not to exceed \$668,371.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on August 4, 2016.

  
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Paul Roberts  
Operations and Administration Committee Chair

ATTEST:

  
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Kathryn Flores  
Board Administrator