

REGIONAL TRANSIT AUTHORITY

RESOLUTION NO. 98-12

Master Agreement for Civil Support Services with Washington State Department of Transportation

BACKGROUND AND COMMENTS

Meeting:	Date:	Agenda Item:	Staff Contact:	Phone:
Finance Committee	4/2/98	No. 12	Agnes Govern, Director, Regional Express	206-684-1673
Board of Directors	4/9/98	TBD	Bill Guenzler, Program Manager, HOB Access	206-689-3534

ACTION:

Board approval of Resolution No. 98-12 authorizing the Executive Director to execute a Master Agreement for Civil Support Services with Washington State Department of Transportation (WSDOT) covering projects within the geographic areas of Federal Way, Mercer Island, Kirkland, and Lynnwood.

BACKGROUND:

On October 23, 1997, the Board of Directors authorized the execution of a Memorandum of Understanding (MOU) between RTA and WSDOT which described the respective roles for the two agencies in implementing *Sound Move* projects involving WSDOT rights-of-way. The MOU calls for RTA to be the lead agency for environmental processes and public involvement with WSDOT providing technical engineering support. RTA has procured consultant contracts for environmental documentation and public involvement for capital projects in the Federal Way, Mercer Island, Kirkland, and Lynnwood areas. Work programs for these consultant contracts call for WSDOT to provide civil engineering services for HOV Access ramps and parking facilities located on WSDOT property and make their work available to RTA's consultants. This agreement between WSDOT and RTA will procure the services required of WSDOT.

RELEVANT BOARD POLICIES AND PREVIOUS ACTIONS TAKEN:

- Adoption of Sound Move, The Ten-Year Regional Transit System Plan (May 31, 1996)
- Adoption of Implementation Guide (May 22, 1997)
- Adoption of M/W/DBE Policies (May 22, 1997)
- Adoption of Fiscal Year 1998 Budget (December 11, 1997)
- Approval of Memorandum of Understanding with WSDOT (October 23, 1997)
- Review of Strategy for Community Connections and HOV Access by Executive Committee (February 6, 1998)

KEY FEATURES:

- Authorizes the Executive Director to execute a Master Agreement for Civil Support Services with WSDOT pertaining to projects in the Federal Way, Mercer Island, Kirkland, and Lynnwood areas.
- Lists the support services to be provided by WSDOT.
- Sets a maximum amount of \$7,000,000 and requires that RTA complete Task Orders prior to WSDOT performing work.
- Provides for RTA control over a 10% contingency fund to pay for unforeseen work.
- Sets the rate for indirect expenses to be reimbursed through this agreement.
- Requires that WSDOT conform to RTA procurement processes whenever WSDOT determines to contract with other parties for the services provided in this agreement.

FUNDING:

PROJECT GROUP	TOTAL BUDGET (1000s)		CONTRACT COST (1000s)	
	LIFE TIME	1998, 1999	TOTAL	1998, 1999
Federal Way	92,076	3,767	\$2,950	2,950
Mercer Island	28,321	20,669	2,268	2,268
Kirkland	114,939	13,567	3,349	2,406
Lynnwood	56,523	3,174	2,470	2,090
WSDOT	N/A	N/A	7,000	5,225
RTA	N/A	N/A	721	598
TOTAL	291,859	41,177	18,758	15,537

Per RTA Budget Guidelines, adopted by Resolution 98-4, “the Executive Director is authorized to transfer outlays between phases and between years so long as these transfers will not result in a necessary increase to the total project budget.” We will be transferring outlays between years and phases to fund the work outlined. This will not result in a necessary increase to the total budget of any project.

ALTERNATIVES:

The interagency coordination activities outlined by this agreement cannot be accomplished through another contractor under the terms of the MOU between RTA and WSDOT. The professional technical services may come from other consultants or partially provided by WSDOT through subcontracts with consultants, depending on schedule, workload, and efficiency.

HOW DO THESE CONTRACTS FIT INTO THE OVERALL PROGRAM:

On February 6, 1998 the Executive Committee reviewed the strategy for undertaking Community Connections and HOV Access projects, beginning in 1998. It was proposed that actions would be taken on 21 of the 47 projects during 1998. Sound Transit will be initiating work on 16 of the 21 scheduled for work this year, while actions on five other projects will be taken by RTA’s partners. In a parallel process, a separate consultant is working with RTA to

make an independent determination whether there are alternatives to HOV projects that provide equivalent benefits at lower costs. The four groupings contain a total of 11 Community Connections and HOV Access projects. Five additional projects (Overlake Transit Center and Park and Ride Lot, Bellevue Transit Center, Pacific Avenue Overpass in Everett, Swamp Creek Park and Ride and HOV Access Ramp, and Tacoma Dome Station expansion) will be initiated by Sound Transit in separate recommended motions.

Washington State Department of Transportation is providing engineering services for improvements within WSDOT rights of way to support the environmental and public outreach process. The current contracts are intended to produce facility designs at the 30% completion phase. At that point, Sound Transit will privately contract for the implementation of projects outside the WSDOT right of way; Sound Transit will contract with WSDOT for implementation of projects within the WSDOT rights of way.

CONSEQUENCES OF DELAY:

The consultants that RTA has recruited for the four geographic areas have developed detailed schedules and are prepared to begin work upon receipt of a Notice to Proceed. Since the work programs call for technical data to come from WSDOT, the consultant's work on the eleven projects in these four areas will not begin until arrangements are made with WSDOT to provide the necessary data.

RECOMMENDATION:

Regional Express recommends that the Board of Directors approve Resolution No. 98-12 authorizing the Executive Director to execute the Master Agreement for Civil Support Services with Washington State Department of Transportation covering projects within the geographic areas of Federal Way, Mercer Island, Kirkland, and Lynnwood.

**Regional Transit Authority
Resolution No. 98-12**

A Resolution of the Board of Directors of the Regional Transit Authority for the Pierce, King, and Snohomish Counties region authorizing the Executive Director to execute a Master Agreement for Civil Support Services with Washington State Department of Transportation (WSDOT) covering projects within the geographic areas of Federal Way, Mercer Island, Kirkland, and Lynnwood.

Whereas, a Regional Transit Authority (“RTA”) has been created for the Pierce, King and Snohomish Counties region by action of their respective county councils pursuant to RCW 81.112.030; and

Whereas, on November 5, 1996, Central Puget Sound area voters approved local funding for Sound Move, the ten-year plan for regional high-capacity transit in the Central Puget Sound Region; and

Whereas, the Sound Move ten-year plan includes the design and construction of 14 HOV Access Ramps and 34 Community Connections projects; and

Whereas, on October 23, 1997, the Board of Directors of the RTA authorized the execution of a Memorandum of Understanding (MOU) between the RTA and the Washington State Department of Transportation (WSDOT) which described the respective roles for the two agencies in implementing Sound Move projects involving WSDOT rights-of-way; and

Whereas, according to the October 23, 1997 MOU with WSDOT, engineering work for Sound Transit projects on WSDOT property is to be provided by the State; and

Whereas, the RTA desires to undertake certain projects in 1998 that require engineering on WSDOT properties in Federal Way, Mercer Island, Kirkland and Lynnwood:

NOW, THEREFORE, BE IT RESOLVED by the Board of the Regional Transit Authority that the Executive Director be authorized to execute an agreement for Civil Support Services with Washington State Department of Transportation covering projects within the geographic areas of Federal Way, Mercer Island, Kirkland, and Lynnwood, in a maximum amount not to exceed \$7,000,000.

Approved by the Board of the Regional Transit Authority for the Pierce, King, and Snohomish Counties region at a regular meeting thereof on the 9TH day of April, 1998.

ATTEST:

Marcia Walker
Marcia Walker
Board Administrator

Bob Drewel
Bob Drewel
Board Chair