

## SOUND TRANSIT

### RESOLUTION NO. R98-41

Authorizing the Executive Director to negotiate and execute contracts for commuter rail station design

#### BACKGROUND AND COMMENTS

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Board Meeting	7/23/98	Board Approval	Paul Price	(206) 689-4760

#### ACTION:

The Board is requested to authorize the Executive Director to negotiate and execute contracts with the station design teams selected for the commuter rail stations in Tukwila (Longacres), Kent, Auburn, Sumner, Puyallup and Tacoma. Staff is proposing to enter into contracts with the design teams selected for completion of 30 percent of the station design work, with a provision to add on, through change orders, to allow for a design build process.

Note: This is an extraordinary action that was not included in the original agenda package for this Board meeting. Staff was planning to place a resolution on the Board's August 13 agenda requesting authorization to execute contracts, which we are about to begin negotiation on, for design of the commuter rail stations in Tacoma, Puyallup, Sumner, Auburn, Kent and Tukwila. The project schedule calls for issuing a notice to proceed on those contracts by August 20, 1998. It was recently brought to staff's attention that a quorum may not be available for the August 13 Board meeting, and therefore, in the interest of keeping the project on schedule, we are requesting that the Executive Director be authorized to negotiate and execute contracts which the Board will not have reviewed.

#### BACKGROUND:

Sound Transit has made a commitment to develop Sounder commuter rail service and facilities consistent with the regional service goals and within the budget and schedule adopted in *Sound Move*. Based on the Environmental Assessment prepared for the Tacoma to Seattle portion of the commuter rail service, Sound Transit received a Finding of No Significant Impact (FONSI) on June 10, 1998 from the Federal transit Administration (FTA). Sound Transit is now ready to contract for the design of the commuter rail stations and associated facilities in the cities to be served by the Tacoma to Seattle segment.

In October 1997, Sound Transit initiated the procurement process for the commuter rail station design contracts by issuing a Request for Qualifications for Commuter Rail Station Design (RFQ No. RTA/CR 30-97). A total of 34 submittals of qualifications were received from a wide variety of design firms and teams of firms. Sound Transit staff along with staff from King County Metro, Community Transit and Pierce Transit, met to review the qualifications

submittals and selected a pool of 15 design teams to request proposals from for the 14 planned commuter rail stations. In June 1998 a Request for Proposals was issued for the six commuter rail stations in Tacoma, Puyallup, Sumner, Auburn, Kent and Tukwila. The 15 design teams in the pool were invited to submit proposals on all or any of the stations listed in the RFP. They were not required to submit a proposal to stay in the pool.

In each city where a commuter rail station is to be built, Sound Transit has established a Technical Advisory Committee (TAC) to advise us during the station design process. These TACs are comprised of citizens, business and neighborhood representatives, local elected officials, local commission members (arts, planning, land use, etc.), local transit representatives and city staff. The TACs have already helped us extensively in the consultant selection process for the station design teams. The TACs have reviewed all the proposals received for their city's station and participated in the "short-listing" of those proposals received. The TACs have also volunteered many hours participating in the interview process with the short-listed teams and recommending a design team for each station.

#### **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 First Moves (May 22, 1997)
- ◆ Adoption of Fiscal Year 1998 Budget (December 11, 1997) - *The 1998 budget includes \$65 million for the design, development and property acquisition required for these six commuter rail stations.*
- ◆ Resolution No. 78-1 establishing revised delegation of authority and procedures for procurement of materials, work and services adopted by the Board on April 9, 1998.
- ◆ Motion No. 98 - 19 identifying the preferred station locations in Tacoma, Puyallup, Sumner, Auburn and Tukwila for the Tacoma to Seattle commuter rail segment adopted by the board on March 12, 1998.
- ◆ Motion No. 98 - 43 identifying the preferred station location for the commuter rail station in Kent adopted by the board on June 11, 1998.

#### **EXECUTIVE SUMMARY:**

##### **Scope of work**

The scope of work for these contracts will include the completion of all design documents necessary to secure all required permits and to develop all documents necessary to enable Sound Transit to solicit and award construction bids for each commuter rail station. Staff is proposing

to enter into contracts with the design teams for 30% design first to allow for consideration of a design build process.

The estimated construction cost of the stations covered by these contracts is about .5 to 1.5 million dollars per station, so the range of costs in total for these contracts is expected to be from 3 to 9 million dollars. Most likely the total will range from 5 to 7 million.

Typically, the station design services covered by these contracts would run at about 10 percent of the construction cost. Additional services such as those covered in the optional phases such as securing permits and services during bidding and construction would result in contracts worth up to 14 percent of the total construction costs.

The adopted 1998 Sound Transit Budget provides for these costs in the capital cost budget described for each station.

The level of detail and specific activities required to perform the services required by Sound Transit vary by station location. A Site Specific Supplement to the Scope of Work for each station was included in the Request for Proposals. The supplement described the station site and specific design elements that are to be included for each station. The scope of work includes up to 11 phases of work as follows:

Phase 1 – Project Administration and Management Services

Phase 2 – Pre-Design

Phase 3 – Site Analysis and Development Services

Phase 4 – Construction Implementation Strategy

Phase 5 – Schematics (30 %) Design

Phase 6 – Zoning/ Permitting Processing

Future Phases to be determined and added by change order include:

Phase 7 – Design Development Services

Phase 8 – Construction Documents

Phase 9 – Services During Bidding

Phase 10 – Services During Construction

Phase 11 – Services Post-Construction

The consultants will be asked to complete the 30 percent designs by October 1, 1998, approximately six weeks from the projected date of the Notice to Proceed. Construction documents are to be completed by January 4, 1999.

### **Procurement and selection process**

October 9, 1997 - Request for Qualifications issued.

November 6, 1997 - Thirty-four proposals were received by Sound Transit.

November 13, 1997 - Selection committee consisting of Sound Transit staff and representatives of Pierce Transit, King County /Metro, Community Transit and Everett Transit staff reviews proposals and selected 15 design teams to be placed in pool.

May 1998 - Design Team Pool members notified by Sound Transit that a Request for Proposals for Tacoma, Puyallup, Sumner, Auburn, Kent and Tukwila stations was imminent.

June 17, 1998 - Request for Qualifications issued to design team pool.

July 1, 1998 – Proposals received for Tacoma (4), Puyallup (4), Sumner (1), Auburn (5), Kent (2), Tukwila (6) stations.

July 6 - Selection committees begin meeting to select teams to interview.

July 15 – 16 – Selection committees interview teams (except Tukwila).

### **M/W/DBE participation**

Both the requests for qualifications and the requests for proposals advised proposers of Sound Transit's Guiding Principles for Employment and Contracting, and the Policies to Implement the Guiding Principles. Proposers were advised to pay particular attention to meaningful, significant, and qualitative aspects of how their proposals were designed to accomplish the scope of work with the personnel and firms proposed.

### **CONSEQUENCES OF DELAY:**

The effects of a delay in negotiating and executing these contracts would be a direct effect on the implementation schedule for Tacoma to Seattle commuter rail service. In order to be able to commence service in late 1999, a significant amount of construction must begin in April 1999. In order for construction to commence in April, designs must be completed for construction and construction bid documents available by January 1999.

## **SOUND TRANSIT**

### **RESOLUTION NO. R98-41**

A RESOLUTION of the Board of the Central Puget Sound Regional Transit Authority authorizing the Executive Director to negotiate and execute certain contracts for the design of commuter rail stations in the cities of Tacoma, Puyallup, Sumner, Auburn, Kent and Tukwila for Sounder Commuter Rail.

WHEREAS, a regional transit authority ("Sound Transit") 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, by Motion No. 32, adopted May 22, 1997, the Board adopted the Implementation Guide for Sound Move – the Ten-Year Regional Transit System Plan; and

WHEREAS, by Resolution No. 101, adopted December 11, 1997, the Board adopted an annual budget for the period January 1 to December 31, 1998; and

WHEREAS, by Motion No. 98-19, adopted March 12, 1998, the Board identified the preferred commuter rail station sites for the cities of Tacoma, Puyallup, Sumner, Auburn and Tukwila; and

WHEREAS, by Motion No. 98-43, adopted June 11, 1998, the Board identified the preferred commuter rail station site for the city of Kent; and

WHEREAS, the Federal Transit Administration (FTA) has issued a Finding of No Significant Impact (FONSI) under the National Environmental Policy Act on the Tacoma-to-

Seattle commuter rail line based on the Environmental Assessment prepared by Sound Transit;  
and

WHEREAS, Sound Transit adopted the Environmental Assessment in compliance with the State Environmental Policy Act; and

WHEREAS, Sound Transit has selected fifteen (15) design teams through a competitive process to complete thirty percent (30%) of the station design work; and

WHEREAS, the Tacoma-to-Seattle commuter rail line is expected to commence service in late 1999; and

WHEREAS, it is in the best interest of Sound Transit to enter into contracts with the selected design teams for the aforementioned station design work to provide the best opportunity to meet the proposed schedule for commencement of the Tacoma-to-Seattle commuter rail service.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Central Puget Sound Regional Transit Authority as follows:

Section 1. Notwithstanding Resolution 78-1 as adopted by the Board and its provisions for delegation of authority, the Executive Director is hereby authorized to negotiate and execute a contract with the respective design teams selected by Sound Transit for completion of 30 percent (30%) of the design work for the commuter rail stations in the cities of Tacoma, Puyallup, Sumner, Auburn, Kent, and Tukwila, consistent with the usual and customary terms and conditions for public contracts and in an amount not exceed the Board adopted 1998 budget for said work.

Section 2. Prior to the execution by the Executive Director of any of the contracts delegated to his authority as provided above, the Executive Director shall review the contracts

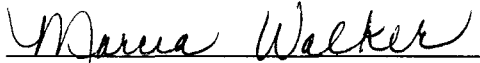
with the Sound Transit Board Chair and two Vice Chairs to ensure that financial obligations and projected services to be provided are consistent with the Board adopted budget.

ADOPTED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on the 23rd day of July 1998.



Bob Drewel  
Board Chair

ATTEST:



Marcia Walker  
Board Administrator