

STAFF REPORT

SOUND TRANSIT

MOTION NO. M2000-97

**Task Order with Washington State Department of Transportation
For Project Services**

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	10/05/2000	Action	Agnes Govern, Director Regional Express Vic Oblas, Interim Program Manager, Capital Projects	(206)398-5037 (206)689-4930

PROPOSED ACTION

Motion No. M2000-97 will authorize the Executive Director to execute a task order with the Washington State Department of Transportation (WSDOT) for services toward completion of the design file for the Sound Transit I-5 at Lynnwood Park-and-Ride Lot HOV Ramp Project. The total amount of this task order is \$940,038.

KEY FEATURES

Highlights of Proposed Action:

- ◆ Authorizes the execution of a task order with WSDOT for management, design file work (defined as technical activities preparatory to the development of final plans and specifications) and administrative services for the Sound Transit I-5 at Lynnwood Park-and-Ride Lot HOV Ramp Project. The total amount of this task order is \$940,038.
- ◆ Provides an outline of services to be provided by WSDOT for this particular task order.

Discussion of Proposed Action:

In the spring of 1998, Sound Transit entered into Master Agreement GCA 1234 with WSDOT to define roles and responsibilities in implementing four groupings of projects in Lynnwood, Federal Way, Kirkland, and Mercer Island (see Resolution No. R98-12). GCA 1234 stipulates that these projects will be divided into three phases, or task orders:

- Task Order 1 Preliminary engineering and environmental design (PE/ED)
- Task Order 2 Plans, specifications, and estimates (PS&E) and right-of-way acquisition
- Task Order 3 Bidding and construction management

Task Order 1 of GCA 1234 for the Lynnwood Project addressed preliminary engineering and environmental documentation work for the project. Because this work is nearly complete, staff is forwarding to the Board this request for authorization to enter into Task Order 1A to cover WSDOT costs for design file and other work. Task Order 1A includes, in addition to design file costs, extra costs which have been incurred by WSDOT as part of preliminary engineering and environmental documentation.

The Breakdown of costs included in Task Order 1A are summarized as follows:

Cost Breakdown – WSDOT Task Order 1A, Lynnwood Project	
Task	Cost
Task 1. Project Administration (7/99 – 2/01)	\$154,511
Task 10. Traffic Analysis	\$3,317
Task 11. Eight Point Access Report	\$10,027
Design File	
Task 13. Design Documentation/Ramps	\$384,483
Task 14. Structures/Bridges/Retaining Walls	\$25,050
Task 15. Geotechnical/Materials Engineering	\$130,720
Task 17. Design Documentation/Park-and-Ride Lot	\$14,128
Task 18. Limited Access Hearing	\$35,231
Task 16. Additional Biological Assessment Support	\$60,737
SUBTOTAL	\$818,204
Labor Cost Increases, Fee, Overhead, Direct Expenses	\$121,834
GRAND TOTAL	\$940,038

Background:

The I-5 at Lynnwood Park-and-Ride Lot HOV Ramp Project is one of three Sound Move projects that have been combined together and called the Regional Express Lynnwood Project. The other two projects in this grouping are the Lynnwood Transit Center Project and the Lynnwood Park-and-Ride Lot Enhancements Project. Although these projects are identified in Sound Transit’s budget as three separate projects, they have been treated as one project for purposes of preliminary engineering and the environmental process. Environmental documents have been reviewed and commented upon by agencies and the public as part of the Preliminary Engineering/Environmental Documentation (PE/ED) phase of work. A Finding of No Significant Impact (FONSI) was received from federal lead agencies on September 26, 2000. Now that the FONSI has been received, the HOV access ramp project will proceed as a separate project element, with WSDOT acting as lead for design and construction. Sound Transit and its consultants will act as lead for the Transit Center Project and the Park-and-Ride Lot Enhancements Project.

Future Finance Committee items related to this request:

Staff will return to the Finance Committee on several occasions in the coming months as this project moves out of the environmental phase and into final design and property acquisition. Specific requests are expected to include the items listed below. In the weeks ahead, staff will present a similar design file task order request for the Kirkland Project.

- Request to amend contract with Inca Engineers for PS&E services related to the Lynnwood Transit Center Project and Park-and-Ride Lot Enhancement Project.
- Request to proceed with acquisition of property.
- Request to execute Task Order 2 with WSDOT for the PS&E phase of the project.
- Request to transfer funds from HOV project to the Transit Center project. (This request will be made as part of the 2001 budget process)

BUDGET

Regional Express staff has compared WSDOT costs for this project to WSDOT costs on other WSDOT projects and concluded that the costs identified here fall into the average range for WSDOT work.

Attachment A shows the 2000 Adopted budget and the 2001 proposed budget compared to the amount expended and committed to date as well as the estimate to complete for the I-5 at Lynnwood project (number 111).

The costs for WSDOT to complete the preliminary engineering and environmental work are higher than had been anticipated. But costs for PS&E (Final Design) are expected to be lower than the budgeted amount so the total project is anticipated to have sufficient budget for this Task Order (1A) as well as anticipated future task orders. Note that the expenditures and commitments shown in column B of Attachment A include other consultant costs in addition to WSDOT costs.

ALTERNATIVES

Sound Move states that “actual design and construction of all HOV lanes and ramps will be done by the State Transportation Department.”¹ The interagency coordination activities outlined by the master agreement signed by WSDOT and Sound Transit in May 1998 cannot be accomplished through another contractor under the terms of this agreement.

CONSEQUENCES OF DELAY

WSDOT has a policy stating that preparation of plans, specifications, and estimates cannot begin until completion of the design file. Currently, the Lynnwood project schedule calls for final design to begin in March 2001. Sound Transit will be unable to move into the final design phase without this.

REGIONAL PARTNERSHIP AND COOPERATION

The Lynnwood Project has established a Project Management Team (PMT) and an Executive Advisory Committee (EAC) to assist staff in making project decisions. Technical personnel from partnering agencies who meet regularly to make day-to-day project design decisions staff the PMT. WSDOT, jurisdiction, transit partner agencies, and Sound Transit staff make up these teams. The EAC is comprised of elected officials, key agency management staff, and city business and community leaders whose responsibility is to advise Sound Transit on project matters. Finally, Sound Transit’s agreement with WSDOT (GCA 1234, Task Order 1) and this proposed Task Order 1A are further examples of regional partnership on this project.

PUBLIC INVOLVEMENT

The Lynnwood Project has an extensive public involvement process. To date this has included three project newsletters, two open house events, and an environmental hearing. Additionally Sound Transit staff and consultants have met with numerous councils and organizations in Lynnwood such as the Lynnwood City Council, the Lynnwood Public Facilities Districts, the Snohomish County Citizen Advisory Committee on Disabilities, and the Lynnwood Arts Commission. Sound Transit will continue to involve the public in future stages of the Lynnwood Project through newsletters and open house activities.

LEGAL REVIEW

MBL 8-23-00

¹ Sound Move – The Ten-Year Regional Transit System Plan, 1996, p.27.

SOUND TRANSIT

MOTION NO. M2000-97

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority to authorize the Executive Director to execute a task order with the Washington State Department of Transportation (WSDOT) for services toward completion of the design file for the Sound Transit I-5 at Lynnwood Park-and-Ride Lot HOV Ramp Project. The total amount of this task order is \$940,038.

Background:

In the spring of 1998, Sound Transit entered into Master Agreement GCA 1234 with WSDOT to define roles and responsibilities in implementing the HOV direct access portions of the 'big four' Regional Express capital projects in Federal Way, Kirkland, Lynnwood, and Mercer Island (see Resolution No. R98-12). GCA 1234 divides up the Sound Transit HOV projects into three phases, or Task orders: Task Order 1 (Preliminary engineering and environmental design); Task Order 2 (Plans, specifications, and estimates and right of way acquisition); and Task Order 3 (Bidding and construction management). Sound Transit and WSDOT executed Task Order 1 for the Lynnwood Project as part of Resolution No. R98-12.

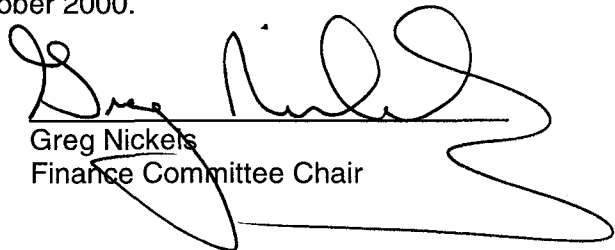
The design file, though considered by WSDOT to be part of preliminary engineering, was not included as part of the 1998 WSDOT Task Order 1 because it was agreed that it would be addressed in a later, separate Task Order 1A. Task Order 1A will cover all efforts required to complete the design file for the Lynnwood project.

The total costs for Task Order 1A will be \$940,038. The I-5 at Lynnwood Park-and-Ride Lot HOV Ramp Project has sufficient budget for this task order, and has included this assumption in the development of the 2001 budget.

Motion:

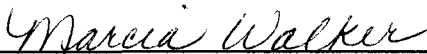
It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Executive Director be authorized to execute a task order with WSDOT for agency project services toward completion of the design file for the Sound Transit I-5 at Lynnwood Park-and-Ride Lot HOV Ramp Project for a total amount of \$940,038.

Approved by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting held thereof on the 5th day of October 2000.



Greg Nickels
Finance Committee Chair

ATTEST:


Marcia Walker
Board Administrator

ATTACHMENT A
I-5 at Lynnwood Direct Access

Phase	2000 Adopted Budget	A 2001 Proposed Budget	B LTD Expenditures/ Commitments	C Estimate to Complete	A – (B + C) Variance from 2001 Proposed Budget
Agency Admin.	1.8	1.4	0	1.4	0
PE/ER	3.0	3.1	2.4	0.9	<.2>
FD and Spec.	3.5	3.0	0	2.8	.2
Construction and ROW	24.5	22.4	0	22.4	0
Contingency	3.9	.7	0	.7	0
TOTAL	36.7	30.6	2.4	28.2	0

*All figures shown are in YOES\$ in millions