

**STAFF REPORT**

**SOUND TRANSIT  
MOTION NO. M2001-09**

**Contract for Final Design Services  
Federal Way Transit Center/Parking Structure Project**

| <b>Meeting:</b>   | <b>Date:</b> | <b>Type of Action:</b>      | <b>Staff Contact:</b>  | <b>Phone:</b>                |
|-------------------|--------------|-----------------------------|--|------------------------------|
| Finance Committee | 2/1/01       | Discussion/ Possible Action | Agnes Govern, Director, Regional Express<br>Fred Chou, Project Manager, Capital Projects | 206-398-5037<br>206-398-5034 |

**PROPOSED ACTION**

Authorizes the Executive Director to execute a contract with KPFF Consulting Engineers (KPFF) for final design services and construction support for the Federal Way Transit Center/Parking Structure Project in the amount not to exceed \$1,817,398 with a 10% contingency of \$181,740, for a total authorized amount not to exceed \$1,999,138.

**KEY FEATURES**

**Highlights of Proposed Action:**

- ◆ Authorizes the Executive Director to execute a consultant services contract with KPFF for an amount of \$1,817,398 with a 10% contingency of \$181,740 to complete final design and construction support for the Federal Way Transit Center/Parking Structure Project, for a total authorized amount not to exceed \$1,999,138.
- ◆ Enables Sound Transit to conduct work required to complete final design for a new transit center and 1200 stall parking structure to improve access to transit service and to meet the park-and-ride lot demand in Federal Way and south King County.
- ◆ Communicates the proposed contract schedule, which calls for final design, construction documents, cost estimates and permitting work to be completed by mid-2002 with construction support services continuing into 2003.
- ◆ Describes KPFF's Women, Minority, and Disadvantaged Business Enterprise (M/W/DBE) participation on this contract. KPFF has committed to a minimum Small Business/DBE participation of 25.5% on this contract, which exceeds the 15.5% Minority, 9% Women, and 18% Disadvantaged Business Enterprise participation goals set up by Sound Transit.

## **Discussion of Proposed Action:**

The City of Federal Way has been designated under the Washington State Growth Management Act as an Urban Center and is an important hub for origin and destination transit trips. There is currently a transit center and park-and-ride lot facility located in Federal Way, just south of the I-5 and South 320th Street interchange. Overcrowded passenger loading platform, insufficient parking, and bus layover spaces, inefficient access between I-5 and the transit center, and inability to accommodate future service growth are problems plaguing the existing facility. The proposed Federal Way Transit Center/Parking Structure Project will address these needs.

The Project is currently at the latter part of the Preliminary Engineering/Environmental Documentation phase. The project team has identified a preferred alternative and has prepared a draft NEPA (National Environmental Policy Act) Environmental Assessment document. The preferred alternative is a transit center and a parking structure to be located at the southwest corner of South 316th Street and 23rd Avenue South in downtown Federal Way. The facility consists of a new transit center with six bus bays, a passenger platform, plaza, drop-off area, bus layover area, and a parking structure that will accommodate approximately 1,200 vehicles. This facility will be served by ST Express, King County Metro, and Pierce Transit.

The draft environmental documentation is currently under review by the Federal Transit Administration (FTA), the Federal Highway Administration (FHWA) and WSDOT (Washington State Department of Transportation), and is scheduled to be circulated for public comment and input in March 2001. Sound Transit expects moving into the final design phase this spring after receiving Finding of No Significant Impact (FONSI) from FTA and FHWA.

It is anticipated that, if Finance Committee approval is received on this final design contract, a limited notice to proceed for conducting a value engineering workshop and wrapping up some preliminary engineering work will be issued to KPFF in late February 2001. The notice to proceed for final design will be executed after receiving the FONSI. Duration of this contract will be for a total of three years: construction documentation completion and bid by mid-2002 with construction support services continuing into 2003.

### Consultant Selection

In May 2000, Sound Transit advertised and issued a Request for Qualifications (RFQ) No. RTA/RE 140-99 for Final Design Services for the Federal Way Transit Center/Parking Structure Project. In response to the RFQ, four proposals were submitted to Sound Transit. Two consultant teams were selected for interviews which were held the week of August 1, 2000. The selection committee recommended that Sound Transit negotiate with KPFF, the firm deemed most qualified based on written qualifications and oral interview.

The proposal from KPFF resulted in a negotiated scope of work resulting in a fee of \$1,817,398. All consulting teams proposing on this contract were advised that Sound Transit promotes and encourages Minority, Women, and Disadvantage Business Enterprise participation on its contracts and has a Federal Disadvantaged Business Enterprises goal of 18%. Based on the availability of firms for architecture and engineering professional consulting services, Sound Transit established goals of 15.5% and 9% for Minority Business Enterprise and Women Business Enterprises, respectively. KPFF has committed to a minimum Small Business/DBE participation of 25.5%.

KPFF's scope of services will include the development of plans, specifications, and estimates (PS&E) necessary for construction of the project. Specific services will include the following:

- Project Management/Administration
- Preliminary Engineering Wrap Up
- Value Engineering
- Community Outreach
- Survey Services and Geotechnical Investigation
- Coordination and Integration of Public Arts
- Design/Specifications/Cost Estimate Submittals (30%, 60%, 90% and 100%)
- Permits and Approvals
- Contract Bidding Assistance
- Construction Phase Technical Assistance/Support – submittal Review, Site Visits, and Respond to Questions from Contractor

**BUDGET**

In October 2000, the Board, under Motion No. M2000-77, authorized the combining of the Federal Way Transit Center/City Center Project (number 320) with the Other Federal Way Park-and-Ride Lot Project (number 350) and renamed the projects to Federal Way Transit Center/Parking Structure Project (number 321). The total budget for this project was established at approximately \$38.9 million in YOES.

Funding for this contract is included in the Final Design budget phase of the Federal Way Transit Center/Parking Structure Project (number 321) as shown in the 2001 Budget on page 190. Committing these funds does not endanger any other project elements that are to be funded out of the project budget.

**Table 1: 2001 Adopted Budget:**

| Total Project Budget | Budget for Final Design Phase (A) | Obligated to Date <sup>(1)</sup> (B) | Total Amount Requested (C) | Remaining Budget (A-[B+C]) |
|----------------------|-----------------------------------|--------------------------------------|----------------------------|----------------------------|
| \$38,881             | \$2,973                           | \$4                                  | \$1,999                    | \$970                      |

All figures shown are YOES in thousands

<sup>(1)</sup> Obligated to date includes actual expenditures and outstanding commitments for the life of the project through November 30, 2000.

**ALTERNATIVES**

The Board could choose not to award the final design services contract to KPFF and either negotiate with another proposer or go through another procurement process to obtain a firm for final design services. This could delay the project for up to six months.

## **CONSEQUENCES OF DELAY**

A delay in decision at this time would impact the critical path of the project and Sound Transit's ability to keep the current schedule for opening the facility in summer 2003. Problems such as transit patron-parking shortage and congested transit center bus loading area will go unmet for a longer period.

## **REGIONAL PARTNERSHIP AND COOPERATION**

The Federal Way Transit Center/Parking Structure Project is part of the Federal Way Project Grouping, which has an established Project Management Team and an Executive Advisory Committee to assist Sound Transit in making project decisions. The Project Management Team is comprised of technical staff from Sound Transit, the WSDOT, the City of Federal Way, the City of Kent, and King County. The Executive Advisory Committee is comprised of elected officials, key agency management staff, citizens, and city business and community leaders whose responsibility is to advise Sound Transit on project matters.

Sound Transit is currently working on an agreement with the City of Federal Way in which the City will reinvest back to the project approximately \$820,000 in project related charges. In addition, the City has scheduled within the next three years, approximately \$37 million of transportation infrastructure improvements within the city center to prepare the entire downtown for the transit center/parking structure project.

## **PUBLIC INVOLVEMENT**

Sound Transit has a public outreach program that is designed to solicit feedback at different stages of the project. So far there have been two open houses and two newsletters on the project, as well as a project web site. Additionally, a design workshop was held with members of the community, agency staff, and design professionals who spent a day looking at the design and operational layout of this facility and presented several suggestions. The current orientation of the parking structure is a direct result of the design workshop. An environmental hearing will be held in March as part of the public comment period following release of the Environmental Assessment document.

## **LEGAL REVIEW**

JLG 1/17/01

**SOUND TRANSIT**

**MOTION NO. M2001-09**

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority to authorize the Executive Director to execute a contract with KPFF Consulting Engineers (KPFF) for final design services for the Federal Way Transit Center/Parking Structure Project, in the amount not to exceed \$1,817,398 with a 10% contingency of \$181,740, for a total authorized amount not to exceed \$1,999,138.

**Background:**

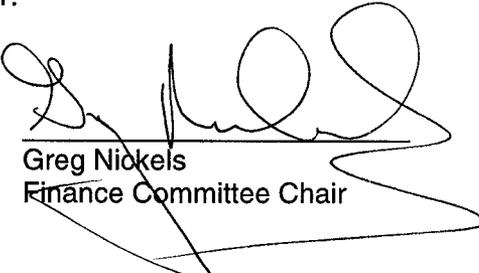
Sound Move calls for the development of a new transit center and increased park-and-ride lot capacity in downtown Federal Way. The Project is currently at the latter part of the Preliminary Engineering/Environmental Documentation phase. The project team has identified a preferred alternative to construct a transit center and a 1200 stall parking structure at the southwest corner of South 316th Street and 23rd Avenue South. The environmental documentation is currently under review by the Federal Transit Administration, the Federal Highway Administration, and Washington State Department of Transportation and is scheduled to be released for public review/comment in March 2001. Staff expects moving into the final design phase this spring.

Request for Qualifications (RFQ) No. RTA/RE 140-99 for Final Design Services for the Federal Way Transit Center/Parking Structure Project resulted in the selection of KPFF to complete final design services for the transit center and parking structure project. This motion authorizes final design services and construction support for the Federal Way Transit Center/Parking Structure Project with KPFF for \$1,817,398, and authorizes a 10% contingency reserve of \$181,740 to pay for additional services, if any, required to be performed due to unforeseen or changed conditions.

**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 contract with KPFF for final design services for the Federal Way Transit Center/Parking Structure Project in the amount not to exceed \$1,817,398 with a 10% contingency of \$181,740, for a total authorized amount not to exceed \$1,999,138.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on the 1<sup>st</sup> day of February, 2001.



Greg Nickels  
Finance Committee Chair

ATTEST:



Marcia Walker  
Board Administrator