

## STAFF REPORT

### SOUND TRANSIT MOTION NO. M2001-20

#### Task Order 3A with Washington State Department of Transportation for Services toward Completion of Design File for the I-5 at 317th, Federal Way HOV Direct Access Ramp Project

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	3/8/01	Discussion/Possible Action	Agnes Govern, Director Regional Express	(206) 398-5037
Finance Committee	3/15/01	Discussion/Possible Action	Jim Edwards, Program Manager, Capital Projects Fred Chou, Project Manager, Capital Projects	(206) 398-5436  (206) 398-5034

#### **PROPOSED ACTION**

Authorizes the Executive Director to execute Task Order 3A with the Washington State Department of Transportation (WSDOT) for services toward completion of the design file for the Sound Transit I-5 at 317th, Federal Way HOV Direct Access Ramp Project. The Task Order is for a total authorized amount not to exceed \$689,600.

#### **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 317th, Federal Way HOV Direct Access Ramp Project. The Task Order is for a total authorized amount not to exceed \$689,600.
- ◆ Provides an outline of services to be provided by WSDOT.

##### **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 Federal Way, Lynnwood, Kirkland, and Mercer Island (Resolution No. 98-12). GCA 1234 stipulates that these projects will be divided into three phases or Task Orders:

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

As a part of Resolution No. 98-12, Sound Transit and WSDOT executed GCA 1234 Task Order 3 for the Federal Way Project Grouping which included the I-5 at 317th Project. Task Order 3 addressed Phase 1 preliminary engineering and environmental documentation work for the project. The design file, though considered by WSDOT to be part of preliminary engineering, was not included as part of the 1998 WSDOT Task Order 3 because it was agreed that it would be addressed in a later, separate task order. Task Order 3A (Supplement #4) will cover all efforts required to complete the design file for the I-5 at 317th Project and provide for the design effort between preliminary engineering and final design leading to PS&E preparation. Since the design file work is on the project's critical path and in order to maintain the project schedule, Sound Transit has issued a \$50,000 limited notice to proceed to WSDOT. This amount is included in this action.

Task Order 3A (Supplement #4) also covers reallocation of budget from several original task order elements, since some work elements were not necessary and some additional efforts are required on others.

The breakdown of costs included in Task Order 3A (Supplement #4) are summarized as follows:

<b>Cost Breakdown – WSDOT Task Order 3A (Supplement #4), I-5 at 317th Project</b>	
<b>Task</b>	<b>Cost</b>
Project Administration	\$ 137,482
System Level Alternative Analysis	(\$ 8,156)*
NEPA Environmental Assessments for HOV Access	\$ 34,992
NEPA Environmental Assessments for P&R	(\$ 26,191)*
Preliminary Engineering Design	\$ 66,556
Traffic Analysis	\$ 6,293
Eight Point Access Report	\$ 13,900
Design Documentation	\$ 266,428
Right of Way/Limited Access Plans	\$ 64,825
<b>SUBTOTAL</b>	<b>\$ 556,130</b>
Related Direct Non-Labor Cost for WSDOT (14%)	\$ 77,858
Contingency (10%)	\$ 55,613
<b>GRAND TOTAL</b>	<b>\$ 689,600</b>

\* Some work elements under the original task order were not necessary, thus the credit

The Project is nearing completion of the Preliminary Engineering/Environmental Documentation phase. Sound Transit has identified a preferred alternative and has prepared a draft NEPA (National Environmental Policy Act) Environmental Assessment document. The preferred alternative is a direct access ramp to be located at the median of I-5 for both northbound and

southbound HOV traffic and connecting to South 317th Street on the east edge of Federal Way city center. The direct access ramp will be the main access for HOV traffic accessing the proposed Federal Way Transit Center/Parking Structure facility.

The draft environmental document for the project is currently under review by the Federal Highway Administration, Federal Transit Administration, and WSDOT and is scheduled to be circulated for public comment and input in April 2001. After the environmental assessment is issued and approved, it will be adopted for compliance with SEPA (State Environmental Policy Act), and staff will return to the board for authorization to proceed with Final Design and Right-of-Way Acquisition Phases.

**BUDGET**

<b>Total Project Budget(1)</b>	<b>Budget for Final Design Phase(1)</b>	<b>Obligations to Date(2)</b>	<b>Total Amount Requested</b>	<b>Final Design Budget Remaining (A-[B+C])</b>
	(A)	(B)	(C)	
\$26,223	\$2,480	\$0	\$690	\$1,790

All figures shown are year of expenditure (YOE) dollars in thousands

- (1) Budget figures shown reflect the ten-year capital plan in accordance with the 2001 Adopted Budget. This project (number 125) is shown on page 172 of the budget document.
- (2) Includes life-to-date expenditures and outstanding commitments (on contract but not paid yet) as of December 31, 2000.

The table above shows that the adopted 2001 budget contains sufficient budget for the design file effort. Committing these funds will not endanger any other project elements that are to be funded out of the respective elements of the budget.

**ALTERNATIVES**

Sound Move states that “actual design and construction of all HOV lanes and ramps will be done by WSDOT.” 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 PS&E cannot begin until completion of the design file. Currently the I-5 at 317th Project schedule calls for final design to begin in the summer of 2001. Sound Transit will be unable to move into the final design phase without completing the design file.

**REGIONAL PARTNERSHIP AND COOPERATION**

The I-5 at 317th 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. The teams are made up of staff from WSDOT, the local jurisdiction, partnering transit agencies, and Sound Transit. 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 3) and this proposed Task Order 3A (Supplement #4) are further examples of regional partnership on this project.

### **PUBLIC INVOLVEMENT**

The I-5 at 317th Project has conducted an extensive public involvement process. To date this has included two project newsletters and two open house events, as well as a project web site. Additionally Sound Transit staff and consultants have met with the city council and organizations in Federal Way to update them on the project progress. Sound Transit will continue to involve the public in future stages of the I-5 at 317th Project through newsletters, open houses, and other outreach activities.

### **LEGAL REVIEW**

MLB 2-14-01

## SOUND TRANSIT

### MOTION NO. M2001-20

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority to authorize the Executive Director to execute Task Order 3A (Supplement #4) with the Washington State Department of Transportation (WSDOT) for services toward completion of the design file for the Sound Transit I-5 at 317th (Federal Way Direct Access Ramp) Project, for a total authorized amount not to exceed \$689,600.

#### 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 four Regional Express capital project groupings in Federal Way, Kirkland, Lynnwood, and Mercer Island. GCA 1234 divides the Sound Transit HOV projects into three phases, or task orders:

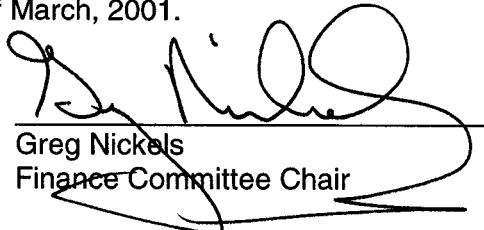
- Phase 1 Preliminary engineering and environmental design
- Phase 2 Plans, specifications, and estimates PS&E and right-of-way acquisition
- Phase 3 Bidding and construction management

Phase 1 work, preliminary engineering and environmental design, was executed through Resolution No. 98-12 as GCA 1234 Task Order 3 for the Federal Way Project Grouping which included the I-5 at 317th Project. The design file, considered by WSDOT to be part of preliminary engineering, was not included as part of the 1998 WSDOT Task Order 3 because it was agreed that it would be addressed in a separate task order. Task Order 3A (Supplement #4) covers all of the efforts required to complete the design file for the I-5 at 317th Project.


#### 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 Task Order 3A (Supplement #4) with the Washington State Department of Transportation for agency project services toward completion of the design file for the Sound Transit I-5 at 317th (Federal Way Direct Access Ramp) Project, for a total authorized amount not to exceed \$689,600.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on the 15<sup>th</sup> day of March, 2001.

  
Greg Nickels  
Finance Committee Chair

ATTEST:

  
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Marcia Walker  
Board Administrator