

## **SOUND TRANSIT MOTION NO. M2001-66**

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Executive Director to execute an amendment to add \$100,000 to the contract with Parsons-Brinkerhoff (No. RTA/RE 44-97) for On-Call Service Integration Planning and Travel Demand Forecasting Services for a new total authorized contract amount not to exceed \$1,200,000.

### **Background:**

#### Contract History

Among the functions of the Sound Transit Systems Integration Division is the administration of long-range (future phase) planning, fare integration, research and technology, and contract technical assistance activities for all three lines of business: Link Light Rail, Commuter Rail, and Regional Express. The On-Call Service Integration Planning and Travel Demand Modeling contract is managed by this division office.

After completing a competitive procurement process in late 1997, the on-call contract was awarded in the amount of \$800,000 to Parsons-Brinkerhoff and approved by the Sound Transit Board in January 1998.

In February 1999, the Sound Transit Finance Committee approved Motion No. M99-11 to amend the contract by increasing the total contract amount by \$300,000 to \$1,100,000 for additional on-call technical assistance.

In December 1999, a change order was completed, extending the performance period for 12 months to January 18, 2001.

In December 2000, a change order was initiated to extend the performance period an additional 12 months to January 2002.. Staff will seek a new procurement in late 2001 for comparable technical services to be performed after that date.

### **Anticipated Fiscal Year 2001 Reliance Upon Contract Services**

All three Sound Transit service lines of business estimated their needs for services under this on-call contract in the second half of fiscal year 2001. These ranges of expenditures are as follows:

- Sounder (None)
- Regional Express: Capital Projects Miscellaneous (\$2530,000)
- Link Light Rail: New Starts-related work and Central Link alternatives refinements (\$60,000 - \$70,000)

The anticipated on-call technical assistance needs currently identified for Sound Transit in the second half of fiscal year 2001 totals a maximum of \$95,000.100,000.

The proposed amendment will provide sufficient resources for Sound Transit service lines of business to complete their technical work in an effective manner over the course of fiscal year of 2001. This is especially important to Link as they define the future direction of the program this year.

**Motion:**

It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Executive Director is authorized to execute a modification to the contract with Parsons-Brinkerhoff for On-Call Service Integration Planning & Travel Demand Forecasting Services, adding the amount of \$100,000 for a new total authorized contract amount not to exceed \$1,200,000.

Approved by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on the day of 2001.

Greg Nickels  
Finance Committee Chair

**ATTEST:**

Marcia Walker  
Board Administrator

**STAFF REPORT SOUND TRANSIT MOTION NO. M2001-66 Contract Amendment  
Request for the On-Call Service Integration and Travel Demand Forecasting Contract**

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	6/21/01	Discussion/Possible Action	Barbara Gilliland, Program Manager, Policy and Planning  Brian O'Sullivan, Project Manager, Policy and Planning	(206) 398-5051  (206) 398-5292

**PROPOSED ACTION**

Motion No. M2001-66 authorizes the Executive Director to amend the existing contract (No. RTA/RE-44-97) with Parsons-Brinkerhoff for On-Call Service Integration Planning and Travel Demand Forecasting services in the amount of \$100,000 to meet the anticipated on-call technical needs of Sound Transit Regional Express and Link Light Rail service lines of business in fiscal year 2001.

The original contract amount of \$800,000, plus amendments approved to date brought the total authorized contract amount to \$1,100,000. Approval of Motion No. M2001-66 authorizes the Executive Director to amend the Parsons-Brinkerhoff on-call contract for service integration

planning and travel demand forecasting services by adding \$100,000 for a new total authorized contract amount not to exceed \$1,200,000.

## **KEY FEATURES**

### **Highlights of Proposed Action:**

- Authorizes the Executive Director to amend the Parsons-Brinkerhoff on-call contract for service integration planning and travel demand forecasting services by adding \$100,000 for a new total authorized contract amount not to exceed \$1,200,000.

### **Discussion of Proposed Action**

#### **Contract Background**

Among the functions of the Sound Transit Policy and Planning Office (formerly Systems Integration) is the administration of long-range (future phase) planning, fare integration, research and technology, and contract technical assistance activities for all three lines of business: Link Light Rail, Commuter Rail, and Regional Express. The On-Call Service Integration Planning and Travel Demand Modeling contract is managed by this office.

After completing a competitive procurement process in late 1997, the on-call contract was awarded in the amount of \$800,000 to Parsons-Brinkerhoff and approved by the Sound Transit Board in January 1998. The original contract was executed on January 19, 1998. The term was for two years with the option to extend for three additional years on a year-by-year basis. Thus far, we have issued two date extensions, with a current contract expiration date of January 18, 2002. We have one option remaining to extend the contract to January 18, 2003.

In February 1999, the Sound Transit Finance Committee approved Motion No. M99-11 to amend the contract by increasing the total contract amount by \$300,000 to \$1,100,000 for additional on-call technical assistance.

#### **Anticipated FY 2001 Reliance Upon Contract Services**

The estimated needs of Sound Transit service lines of business for services under this on-call contract in the second half of 2001 are as follows:

- Sounder (None)
- Regional Express: Capital Projects Miscellaneous (\$30,000)
- Link Light Rail: New Starts-related work and Central Link alternative network refinements (\$60,000 - \$70,000)

This additional work is required due to recent Link issues, specifically the need to forecast multiple MOS1 alternatives.

The anticipated on-call technical assistance needs currently identified for Sound Transit in the third and fourth quarters of 2001 totals a maximum of approximately \$100,000.

The proposed amendment will provide sufficient resources for Sound Transit service lines of business to complete their technical work in an effective manner over the course of 2001. It is especially desirable to maintain resources in the existing contract to support Link needs through the remainder of the year as it determines the next steps of the Link program.

**BUDGET**

Funding for the completed portion of this contract that was charged to Link was identified in the Central Link budget. Funding for this added scope of work is included in Sound Move and in the budget developed for the Central Link configuration as adopted by the Board on January 11, 2001, under preliminary engineering and environmental. With a total budget for this scope of work of \$800,000, and expenditures to date of \$251,393 in Link, there is sufficient funding to complete the remaining work. Regional Express also has sufficient funds within the budget to account for the contract increases under preliminary engineering and environmental phase, and expenditures to date of \$656,891. This contract will not adversely impact any other work at Sound Transit.

The following table provides the specific details for this contract of the original value and the authorized contract budget supplement value, and how this additional requested amount impacts the total contract.

Total Original Contract Budget (A)	Authorized Contract Budget Supplement (B)	Approved Contract Value Available (A+B)	Addition Amount Requested (D)	Total Revised Contract Amount (A+B+D)
\$800,000	\$300,000.	\$1,100,000.	\$100,000	\$1,200,000

All figures shown are year of expenditure (YOES)

**Alternatives**

The Board could choose to authorize one-half (\$50,000) of the \$100,000 requested amount at this time, and request that staff come back with a detailed request for additional consulting services funds, if necessary, in four months (by September 30, 2001).

Alternatively, the board could require Sound Transit to go out for a new procurement for technical consulting services to provide the necessary resources to accomplish the work required by Regional Express and Link over the balance of 2001 and for some period into 2002-2003.

**Consequences of Delay**

Given the projected Summer/early Fall 2001 activity schedules for Sound Transit lines of business with identified needs for technical integration planning and travel demand forecasting assistance under this contract, reliance on a partial request authorization of \$50,000 may be insufficient.

Pursuit of a new procurement means that resources would not be available until the new contract was fully authorized, but possibly not in time to meet the needs of Sound Transit service lines of business.

**Public Involvement**

Not applicable

**Legal Review**

MBL 6/4/2001

## **SOUND TRANSIT**

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#### **Background:**

##### Contract History

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In February 1999, the Sound Transit Finance Committee approved Motion No. M99-11 to amend the contract by increasing the total contract amount by \$300,000 to \$1,100,000 for additional on-call technical assistance.

In December 1999, a change order was completed, extending the performance period for 12 months to January 18, 2001.

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#### **Anticipated Fiscal Year 2001 Reliance Upon Contract Services**

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- Souder (None)
- Regional Express: Capital Projects Miscellaneous (\$30,000)
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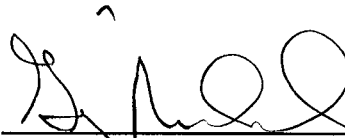
The anticipated on-call technical assistance needs currently identified for Sound Transit in the second half of fiscal year 2001 totals a maximum of \$100,000.

The proposed amendment will provide sufficient resources for Sound Transit service lines of business to complete their technical work in an effective manner over the course of 2001. This is especially important to Link as they define the future direction of the program this year.

**Motion:**

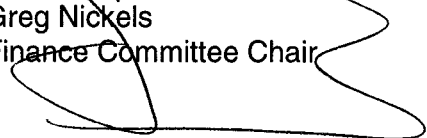
It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Executive Director is authorized to execute a modification to the contract with Parsons-Brinkerhoff for On-Call Service Integration Planning & Travel Demand Forecasting Services, adding the amount of \$100,000 for a new total authorized contract amount not to exceed \$1,200,000.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on the 21<sup>st</sup> day of June, 2001.




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Greg Nickels  
Finance Committee Chair



ATTEST:



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Marcia Walker  
Board Administrator