

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2002-08

**Issaquah Transit Center Preliminary Engineering/Environmental
Documentation Contract**

Meeting:		Type of Action:	Staff Contact:	Phone:
Finance Committee	02/07/02	Discussion/Possible Action	Agnes Govern, Director, Regional Express	206-398-5037
Finance Committee	03/07/02	Discussion/Possible Action	Jim Edwards, Program Manager, Capital Projects, Regional Express Barry Hennelly, Project Manager, Capital Projects, Regional Express	206-398-5436 206-689-4925

OBJECTIVE OF ACTION

- To begin a scoping study, preliminary engineering and environmental documentation (PE/ED) associated with developing the Issaquah Transit Center.

ACTION

- Authorizes the Executive Director to execute a contract with KPFF to conduct a siting study, site selection, and prepare plans at the 30 percent design level and environmental documentation for the proposed Issaquah Transit Center in the amount of \$377,000 with a 10% contingency of \$37,700 for a total authorized amount not to exceed \$414,700.

KEY FEATURES

Highlights of Action:

- Awards a contract to KPFF and its subconsultant team to do a scoping study, preliminary engineering, and environmental documentation.
- Enables Sound Transit to conduct work required to locate and design a transit center in Issaquah, as identified in Sound Move.
- Describes preliminary project approach.

Budget

Column A	Column B	Column C	Column D	Column E (B-[C+D])
Total Project Budget⁽¹⁾	Budget for PE/ED⁽¹⁾	Obligated to Date for PE/ED⁽²⁾	Total Amount Requested⁽³⁾	Shortfall or Surplus⁽⁴⁾
\$13,957,000	\$414,350	\$21,972	\$414,700	(\$22,322)
*Amount of Shortfall	Potential Revenues	Funding Sources		
(\$22,322)	\$22,322	Contingency phase of project budget		

- (1) The budget amounts shown are based on the 2002 Adopted Budget.
- (2) Obligated to Date for the Preliminary Engineering/Environmental Documentation phase (column C) includes expenditures and commitments through January 31, 2002, excluding this action.
- (3) The amount requested includes \$377,000 with a 10% contingency of \$37,700 for a total authorized amount not to exceed \$414,700.
- (4) This action exceeds the adopted budget for PE/ED by \$22,322. Project contingency was transferred to cover the shortfall in the phase budget. ST budget policy, adopted by the Board (Resolution No. 98-04), authorizes the Executive Director to shift funds between phases as long as such action would not result in an increase to the Sound Transit project budget. This transfer will not increase the total project budget or endanger any other project elements that are to be funded out of the overall project.

HISTORY OF PROJECT

Prior Board or Committee Actions and Relevant Board Policies

Motion or Resolution Number	Summary of Action	Date of Action
	No actions have been taken	

Sound Move calls for the development of capital facilities intended to improve the speed, access, and reliability of ST Express bus service, as well as the services of our transit partner agencies. These facilities will be developed to support transit users and be integrated into the communities they serve. Sound Move included funding for a new Issaquah Transit Center or expansion of the existing park-and-ride lot to include a transit center for King County Metro and Sound Transit buses. Sound Transit will coordinate with the City of Issaquah and King County Metro to identify and screen potential project sites, including the existing Issaquah Park-and-Ride Lot. Sound Transit’s consultant team will accomplish a siting study which will analyze and compare the sites with the intent of identifying up to three preferred sites for further analysis during the environmental and design process. The comparison of sites will consider such things as accessibility to the ridership market areas and the Sound Transit and Metro network, existing and planned HOV system improvements, costs of site acquisition and construction, traffic, drainage, environmental impacts, and public input through open houses and workshops.

Sound Transit staff has evaluated KPFF’s history and commitment to equal opportunity and utilization of Minority Women’s Disadvantaged Business Enterprise (MWDDBE), small and local businesses. KPFF’s member companies have a strong history of such utilization on prior public works projects. KPFF has committed to make good faith efforts to continue these practices,

commensurate with the opportunities available in the scope of work under this contract. The MWDBE percentage on this contract is 18%.

On February 7, 2002, the Finance Committee directed staff to re-evaluate and reduce the original project scope and cost from the originally proposed \$875,758. Subsequently, staff met with City of Issaquah staff and discussed a revised approach to consider fewer sites for the proposed transit center improvements. On February 15, 2002, staff met with KPFF and instructed them to reduce the scope of the project and revise the proposal to fit within the Finance Committee's expectations. The result of the negotiations with the city and consultant is a new proposed contract amount of \$377,000 with a 10% contingency of \$37,700 for an amount not to exceed \$414,700.

REGIONAL PARTNERSHIP AND COOPERATION

- Through the establishment of a Technical Advisory Committee (TAC), Sound Transit Regional Express will coordinate with the City of Issaquah and King County Metro to develop criteria for the site selection and provide input during selection of a preferred alternative.

PUBLIC INVOLVEMENT

- Sound Transit will conduct an extensive community outreach effort to include stakeholder meetings, newsletters, open houses, public workshops, and web site updates.
- Community outreach for the design and permitting of the Issaquah Transit Center will focus on transit users, surrounding businesses and local officials in the planning/design of the site. The facility is not expected to be significantly controversial. However, it is critical that affected stakeholders will have the opportunity to provide input and see the results of that input reflected in the design. Outreach will focus on establishing programming needs, providing options for community reaction, and providing feedback to enable user needs and community input to shape the ultimate design.

LEGAL REVIEW

JW 01/24/02

SOUND TRANSIT

MOTION NO. M2002-08

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 to conduct a siting study, site selection, and prepare 30 percent plans and environmental documentation for the proposed Issaquah Transit Center in the amount of \$377,000 with a 10% contingency of \$37,700 for a total authorized amount not to exceed \$414,700.

Background:

Sound Move calls for the development of capital facilities intended to improve the speed, access and reliability of ST Express bus service, as well as the services of our transit partner agencies. These facilities will be developed to support transit users and be integrated into the communities they serve. Sound Move included funding for a new Issaquah Transit Center or expansion of the existing park-and-ride lot to include a transit center for King County Metro and Sound Transit buses. Sound Transit will coordinate with the City of Issaquah and King County Metro to identify and screen potential project sites, including the existing Issaquah Park and Ride Lot. Sound Transit's consultant team will accomplish a siting study which will analyze and compare the sites with the intent of identifying up to three preferred sites for further analysis during the environmental and design process. The comparison of sites will consider such things as accessibility to the ridership market areas and the Sound Transit and Metro network, existing and planned HOV system improvements, costs of site acquisition and construction, traffic, drainage, environmental impacts, and public input through open houses and workshops.

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 contract with KPFF to conduct a siting study, site selection, and prepare 30 percent plans and environmental documentation for the proposed Issaquah Transit Center in the amount of \$377,000 with a 10% contingency of \$37,700 for a total authorized amount not to exceed \$414,700.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on March 7, 2002.



Kevin Phelps
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator