

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2006-16

Bothell Branch Campus Access Contract Amendment

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	2/2/06	Discussion/Possible Action	Jim Edwards, Deputy Director, Capital Projects Vicki Youngs, Program Manager Paul Cornish, Project Manager	(206) 398-5436 (206) 398-5024 (206) 398-5342

Contract/Agreement Type:	<input checked="" type="checkbox"/>	Requested Action:	<input checked="" type="checkbox"/>
Competitive Procurement	<input checked="" type="checkbox"/>	Execute New Contract/Agreement	
Sole Source		Amend Existing Contract/Agreement	<input checked="" type="checkbox"/>
Agreement with Other Jurisdiction(s)		Budget Amendment	
Real Estate		Property Acquisition	

PROJECT NAME

Bothell Branch Campus Access

PROPOSED ACTION

Authorizes the Chief Executive Officer to execute a contract amendment with INCA Engineers, Inc. to provide for design and to exercise construction management services for the Bothell Branch Campus Access project in the amount of \$216,218, with a 10% contingency of \$21,622 for a new total authorized contract amount not to exceed \$419,061.

KEY FEATURES of PROPOSED ACTION

- Provides for design modifications to add the capacity needed to accommodate the forecasted growth in campus student population from 3,000 to 10,000.
- Amends the existing INCA Engineers contract to complete the final design for the Bothell Branch Campus Project. Services to be performed by INCA Engineers will include provision of a Drainage Technical Information Report (TIR), design of a storm water detention conveyance system and grading plans.
- Authorizes construction management services, an option within the contract with INCA Engineer's, to assist in reviewing the design documents and perform construction management services.

BUDGET IMPACT SUMMARY

There is no action outside of the Board-adopted budget; there are no contingency funds required, no subarea impacts, or funding required from other parties other than what is already assumed in the financial plan.

BUDGET and FINANCIAL PLAN DISCUSSION

The 2006 Adopted budget for this project is \$3,859,857 with a final design phase Board-adopted budget of \$303,455 and a construction phase budget of \$2,062,187. The proposed action is to amend the contract with INCA Engineers, Inc. in the amount of \$237,840, for a new total authorized contract amount not to exceed \$419,061. The \$237,840 includes \$92,628 for the final design phase and \$145,212 for the construction phase.

This action leaves a remaining final design phase balance of \$31,172 and a construction phase balance of \$1,884,938. The remaining balance for the project will be \$2,996,046.

There are sufficient funds to complete this action. Committing these funds will not endanger any other project elements that are to be funded out of the overall project.

BUDGET TABLE

Summary for Board Action (Year of Expenditure \$000)

Action Item: Execute a contract amendment with INCA Engineers, Inc. to provide additional scope and fee for design and construction management services for the Bothell Branch Campus Access project (#372).

	2006 Board Adopted Budget (A)	Committed To Date (B)	This Action (C)	Total Committed & Action (D)	Uncommitted (Shortfall) (E)
1 Agency Administration	\$ 206	\$ 206	\$ -	\$ 206	\$ -
2 Preliminary Engineering	277	208	-	\$ 208	69
3 Final Design	303	180	93	\$ 272	31
4 Right of Way	38	1	-	\$ 1	37
5 Construction	2,062	32	145	\$ 177	1,885
6 Contingency	973	-	-	\$ -	973
7 Total Current Budget	\$ 3,860	\$ 626	\$ 238	\$ 864	\$ 2,996
Phase Budget Detail					
8 Final Design	\$ 303	\$ 180	\$ 93	\$ 272	\$ 31
9 Misc.	-	-	-	-	-
10 Total Phase	\$ 303	\$ 180	\$ 93	\$ 272	\$ 31
Phase Budget Detail					
11 Construction	\$ 2,062	\$ 32	\$ 145	\$ 177	\$ 1,885
12 Misc.	-	-	-	-	-
13 Total Phase	\$ 2,062	\$ 32	\$ 145	\$ 177	\$ 1,885

Contract Budget	Current Approved Contract Value (F)	Spent to Date (G)	Proposed Action - Final Design (H)	Proposed Action - Construction (H)	Amended Total Contract Value (I)
14 INCA Contract Amendment	\$ 176	\$ 105	\$ 84	\$ 132	\$ 392
15 Contingency	5	-	8	13	27
16 Total	181	105	93	145	419
17 Percent Contingency	3%		10%	10%	7%

Notes:

Committed to-date amount includes actual outlays and commitments through January 11, 2006
Project budget is located on page 145 of the Proposed 2006 Budget book.

M/W/DBE – SMALL BUSINESS PARTICIPATION

Prime Consultant/Contractor

INCA Engineers, Inc. is the prime consultant for this contract. On the original contract, INCA committed a M/W/DBE and Small Business participation goal of over 18%. INCA’s performance to date includes 15.35% of M/W/DBE and Small Business.

On this amendment, M/W/DBE & Small Business participation will exceed 75%, which will result in over 40% participation on the entire contract.

Utilization Breakdown Table

Subconsultant	Business Type	Original Contract	Proposed Amendment	Proposed New Contract	Proposed Dollar Value
Adolfson	W/DBE	12%	1.7%	6.4%	\$25,137
Milbor Pita	M/DBE	6.8%	0%	3.1%	\$11,989
Kristen Betty & Associates	W/DBE	0%	75%	33.9%	\$132,011
Total		18.8%	76.7%	43.4%	\$169,137

EEO Commitment

INCA Engineers, Inc. workforce demographics are 27.4% women and 17.8% minorities.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

The Bothell Branch Campus Access project will improve transit access to the University of Washington/Cascadia Community College Campus from I-405 via NE 195th Street. The current design includes signalization of the north campus loop, re-channelization of North Campus Road, re-channelization of Campus Way NE, modification of the north loop curb and sidewalk, and new transit shelters. Together these improvements will provide for more efficient transit movements into and out of the campus and will expand the operational capacity for regional and local transit service. The University of Washington and Cascadia Community College are active participants on the project team and are fully supportive of this project.

The proposed action is two fold. The first is a request to authorize additional design work by INCA Engineers to support a design modification. As part of refining the project design, the design team determined that a second new transit bay was necessary to meet forecast demand. The Campus population is expected to increase from the existing 3,000 FTE to 10,000 FTE at full build-out. With the addition of a second bay, the project will accommodate the expected increase in the number of boardings/dwell times and allow for independent arrival and departure of the regional transit buses. The second bay will require placement of additional impervious surface and trigger the need to provide for storm water detention. In order to meet this requirement the consultant will develop a Technical Information Report (TIR) to support the storm water detention system design and design the storm water conveyance system and detention facility.

As the lead agency for State Environmental Policy Act (SEPA) compliance, Sound Transit has determined that the additional transit bay and related improvements continue to be categorically exempt under SEPA and the City of Bothell has concurred.

The second action is to request authorization to execute optional services as provided for in the contract with INCA Engineers for construction management. By exercising this option, the INCA Engineering team sub-consultant (Kristen Betty & Associates) will provide constructability review of the design documents and provide construction management services through project completion.

Prior Board/Committee Actions on this Project and Relevant Board Policies

Motion or Resolution Number	Summary of Action	Date of Action
CEO Signature Authority	RTA/CP 60-05 Bothell Branch Campus Access Final Design and Construction Management agreement with INCA Engineers, Inc.	7/12/05
On-Call Purchase Order	RTA/140-00L Agreement for Architecture and Engineering Services for University of Washington/Bothell Campus North Transit Access Conceptual Analysis with INCA Engineers, Inc.	6/2/03

CONSEQUENCES of DELAY

A delay would not create adverse impacts on the project.

PUBLIC INVOLVEMENT

Sound Transit has been coordinating with the University of Washington and Cascadia Community College, as well as King County Metro, Community Transit, and the City of Bothell.

ENVIRONMENTAL COMPLIANCE

SK 1/11/06

LEGAL REVIEW

JW 1/24/06

SOUND TRANSIT

MOTION NO. M2006-16

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to execute a contract amendment with INCA Engineers, Inc. to provide for design and to exercise construction management services for the Bothell Branch Campus Access project in the amount of \$216,218, with a 10% contingency of \$21,622, for a new total authorized contract amount not to exceed \$419,061.

Background:

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Motion:


It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Chief Executive Officer is authorized to execute a contract amendment with INCA Engineers, Inc. to provide for design and to exercise construction management services for the Bothell Branch Campus Access project in the amount of \$216,218, with a 10% contingency of \$21,622 for a new total authorized contract amount not to exceed \$419,061.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on February 2, 2006.



Fred Butler
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator