

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2007-24

Contract Amendment to Integrate Building Automation and Cardkey Systems

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	2/15/07	Discussion/Possible Action	Ellen Gustafson, Acting Director, Transportation Services John Sheldon, Facilities Program Manager	(206) 398-5094 (206) 398-5053

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

PROJECT NAME

Services – Maintenance of Stations and Facilities

PROPOSED ACTION

Authorizes the chief executive officer to execute a contract amendment with Westover Corporation to (1) integrate the building automation systems for providing the heating, ventilation, air conditioning at the Central Link and Tacoma Link Operations and Maintenance Facilities with Union Station; and (2) expand the cardkey systems to eight additional doors between Union Station and the Tacoma Link Operations and Maintenance Facility, in the amount of \$21,206 for a new total authorized contract amount not to exceed \$213,756.

KEY FEATURES of PROPOSED ACTION

- The scope of work includes:
 - Integration of the building automation systems that control the heating, ventilation, air conditioning (HVAC) and cardkey security for the Central Link and Tacoma Link O&M facilities with those at Union Station
 - The addition of card readers to eight doors between Union Station and the Tacoma Link O&M facility to the existing cardkey system.
- The agreement provides that Sound Transit may at any time request Westover Corporation to perform additional work beyond the original scope of work. Compensation for the additional work will be negotiated by both parties.
- This action will lower costs by allowing staff to operate and maintain the building automation systems from a central location at Union Station for the Central Link and Tacoma Link O&M facilities and Union Station.

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 original contract with Westover Corporation was signed in 2006 in the amount of \$192,550 and expires on November 5, 2007. Through December 2006, a total of \$185,453 is either spent or committed on this contract. The proposed addition of \$21,206 would bring the contract total to \$213,756. For 2007, the combined Tacoma Link services and Transportation Services budget available to cover this contract is \$2,409,744, of which \$32,097 would be spent on this contract.

BUDGET TABLE

The proposed contract extension is funded through a combination of existing budgets for Tacoma Link and Transportation Services, which are located on pages 53 and 193 in the Proposed 2007 Budget book. The impact of this contract on the proposed future budgets is illustrated below:

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

Action Item: Execute a change in order to add \$21,206 to an existing contract with Westover Corporation to perform Integrating Continuum Building Automation System from union Station at Central Link & Tacoma Link's O&M Facility.

Contract Budget	Current Approved Contract Value (A)	Committed to Date (B)	Proposed Action (C)	Proposed Total Contract Value (D)
1 Westover Corporation	193	185	21	214
2 Contingency	-	-	-	-
3 Total	193	185	21	214

Contract to be Charged:

Transportation Services Staff

Operating Budget, and Tacoma

Link Station & Maintenance

Budget

Current Board

Adopted

Budget (1)

2007 Portion

Proposed Action

Budget (2)

6 TS Staff maint. bgt	1,533	21
7 Tacoma Link Light Rail maint. bgt	876	8
9 Total Phase	2,409	29

Notes

1 The total budget for Transportation Services services is \$1,533k, of which \$646k is related to facilities maintenance. This budget is found on page 193 of the Proposed 2007 budget book. The total budget for Tacoma Link services is 876k, of which 414k is related to maintenance of stations and facilities. The budget is found on page 53 of the Proposed 2007 budget book.

2 This contract would add \$21k to the current contract for 2007. The annual spending for TS will be \$21k, and for Tacoma link will be 8k.

SMALL BUSINESS PARTICIPATION

Prime Consultant/Contractor

Westover Corporation of Denver is the prime contractor and a small business enterprise.

Utilization Breakdown Table

Subconsultant/Subcontractor	Business Type	% of Work	Dollar Value
Building Control Systems, Inc.	Small Business	97%	\$20,570
Total		97%	\$20,570

EEO Commitment

Building Control Systems, Inc. estimated workforce demographics of seventeen (17) employees in total are 13% women, no minorities.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

In 2006, Westover Corporation was selected in a Request for Proposal process to replace Union Station's heating, ventilation, and air conditioning (HVAC) control system and the security card access system for both Union Station and Tacoma Link. Westover Corporation's Continuum building automation system allows the integration of the control systems of the Central Link and Tacoma Link operations and maintenance facilities, as well as future buildings, from a central point at Union Station.

Westover Corporation Continuum building automation system allows the integration of HVAC, lighting, security, card access, closed circuit television, and fire alarm systems. In addition, Westover Corporation is 100% Building Automation and Central Network (BacNet) certified and provides on-call services 24 hours a day, 365 days a year. The original contract of \$192,550 was within the chief executive officer's signature authority.

At the time that the original contract was executed, it had not been decided whether either the Central Link or Tacoma Link facilities HVAC controls would be added to this system. It was recently decided that in order to help minimize costs while Sound Transit is responsible to operate and maintain the Central Link O&M facility, it would be beneficial at this time to add the HVAC controls at the Tacoma Link O&M facility. Further security review also calls for the installation of card readers at eight additional doors located at Union Station and the Tacoma Link Operations and Maintenance facility.

The contract also provides an option for adding additional systems.

Prior Board/Committee Actions on this Project

None.

CONSEQUENCES of DELAY

A delay in approving the proposed action could result in an additional charge for mobilization.

PUBLIC INVOLVEMENT

Not applicable to this action.

ENVIRONMENTAL COMPLIANCE

Not applicable to this action.

LEGAL REVIEW

JW 2/8/07

SOUND TRANSIT

MOTION NO. M2007-24

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 Westover Corporation to (1) integrate the building automation systems for providing the heating, ventilation, air conditioning at the Central Link and Tacoma Link Operations and Maintenance Facilities with Union Station; and (2) expand the cardkey systems to eight additional doors between Union Station and the Tacoma Link Operations and Maintenance Facility, in the amount of \$21,206 for a new total authorized contract amount not to exceed \$213,756.

Background:

In 2006, Westover Corporation was selected in a Request for Proposal process to replace Union Station's heating, ventilation, and air conditioning (HVAC) control system and the security card access system for both Union Station and Tacoma Link. Westover Corporation's Continuum building automation system allows the integration of the control systems of the Central Link and Tacoma Link operations and maintenance facilities, as well as future buildings, from a central point at Union Station.

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The contract also provides an option for adding additional systems.

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 Westover Corporation to (1) integrate the building automation systems for providing the heating, ventilation, air conditioning at the Central Link and Tacoma Link Operations and Maintenance Facilities with Union Station; and (2) expand the cardkey systems to eight additional doors between Union Station and the Tacoma Link Operations and Maintenance Facility, in the amount of \$21,206 for a new total authorized contract amount not to exceed \$213,756.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on February 15, 2007.



Fred Butler
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator