

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2010-04

On-Call Appraisal Services Contract

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	1/7/10	Discussion/Possible Action	Ahmad Fazel, Executive Director Roger Hansen, Real Estate Division Manager	(206) 398-5389 (206) 689-3366

Contract/Agreement Type:	✓	Requested Action:	✓
Competitive Procurement	✓	Execute New Contract/Agreement	✓
Sole Source		Amend Existing Contract/Agreement	
Agreement with Other Jurisdiction(s)		Budget Amendment	
Real Estate		Property Acquisition	

PROJECT NAME

Link Light Rail, Sounder Commuter Rail, and Regional Express Bus Capital Projects

PROPOSED ACTION

Authorizes the chief executive officer to execute a five-year contract with Bruce C. Allen and Associates, Inc. (DBA Allen Brackett Shedd) to provide on-call real property estimating and appraisal services for a total authorized contract amount not to exceed \$3,804,501.

KEY FEATURES of PROPOSED ACTION

- Bruce C. Allen and Associates, Inc. (Allen Brackett Shedd) will provide on-call estimating and appraisal services including, but not limited to, appraisal support for property acquisition and budgeting activities and other real estate related services as needed including real estate appraisal support for property management and transit oriented development activities. This on-call estimating and appraisal services contract is for a period of five years for a total authorized contract amount not to exceed \$3,804,501.
- Allen Brackett Shedd will ensure that all estimating and appraisal activities will be performed in full compliance with Sound Transit's policies and procedures, applicable Washington State and federal regulations.
- Sound Transit issued a Request for Proposal for these on-call estimating and appraisal services that allowed for award of two contracts. This approach accommodates the amount and flow of work required to support real property acquisitions over the next five years. McKee and Schalka is the other firm selected.

BUDGET IMPACT SUMMARY

Current Project Phase: On going
Projected Completion Date: On going

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

This on-call services contract will be used for Link light rail, Sounder commuter rail, and ST Express bus capital projects. Services may also be utilized by Sound Transit Operations, subject to budget funding in the future.

The proposed ongoing services for ST2 and remaining Sound Move projects would be assigned by task order within each project. Budget is to be identified and committed prior to a task order being approved to ensure that the total contract amount does not exceed the amount authorized by the Sound Transit Finance Committee. Since the proposed services will be assigned on an as-needed basis, the distribution of costs will be determined as project schedules and budgets are established. Work under these contracts will be authorized as the Board approves individual project budgets for property acquisition.

The proposed action is consistent with the Board Adopted 2010 Budget, and is affordable within the agency's current long-term financial plan and subarea financial capacity. The action will have no new revenue impact on Sound Transit.

BUDGET TABLE

Action Item: Bruce C. Allen and Associates, Inc. (Allen Brackett Shedd) (Five-year contract to provide estimating and appraisal services for properties acquired or to be acquired for Sound Transit projects)

(Year of Expenditure \$1000s)

	Board Approvals to Date (A)	Current Approved Contract Value (B)	Proposed Action (C)	Proposed Total for Board Approval (D)	Proposed Contract Value (E)
Contract Amount - This Board Action					
Contract Amount			3,805	3,805	3,805
Contingency			-	-	-
Total Contract	-	-	3,805	3,805	3,805
Percent Contingency	0%	0%	0%	0%	0%

Other ROW Services Board Actions

HDR, Inc.			12,628	12,628	12,628
Universal Field Services, Inc.			12,628	12,628	12,628
Chicago Title Insurance			1,180	1,180	1,180
Pacific Northwest Title			460	460	460
McKee and Schalka			3,804	3,804	3,804
Camp Dresser McKee, Inc. (CDM)			3,841	3,841	3,841
Shannon & Wilson, Inc.			3,841	3,841	3,841
GeoEngineers, Inc.			3,841	3,841	3,841
Total Other ROW Services Board Actions	-	-	42,222	42,222	42,222

TOTAL ROW Services Board Actions

Contract Amount	-	-	46,027	46,027	46,027
Contingency	-	-	-	-	-
TOTAL	-	-	46,027	46,027	46,027
Percent Contingency	0%	0%	0%	0%	0%

Right of Way Phase Budget

	Adopted 2010 Budget (F)	Committed To Date (G)	This Action (H)	Total Committed & Action (I)	Uncommitted (Shortfall) (J)
Link Light Rail Capital Projects (1)	496,614	384,352	36,489	420,840	75,774
Sounder Commuter Rail Capital Projects (2)	575,058	365,895	8,263	374,158	200,901
Regional Express Bus Capital Projects (3)	60,724	48,916	1,276	50,192	10,533
Agency Operations (4)	151	151	-	151	-
Total Right of Way Phase	1,132,397	799,163	46,027	845,189	287,207

Notes:

(F) ADOPTED 2010 BUDGET amounts as adopted by resolution of the Sound Transit Board (R2009-23, approved 12/10/09).

(F1) Link Light Rail Capital Projects right of way phase budget is located on page 30 of the Proposed 2010 Transit Improvement Plan Book.

(F2) Sounder Commuter Rail Capital Projects right of way phase budget is located on page 53 of the Proposed 2010 Transit Improvement Plan Book.

(F3) Regional Express Bus Capital Projects right of way phase budget is located on page 84 of the Proposed 2010 Transit Improvement Plan Book.

(H4) Right of way administration services in support of Agency Operations would be subject to budget funding in the future.

(B) COMMITTED TO DATE amounts are from Link WBS Report and Agency E1 Reports as of November 2009 + approved and pending board actions not recorded as of 11/30/09, or submitted after that date.

SMALL BUSINESS PARTICIPATION

Consultant/Contractor

Allen Brackett Shedd will be performing 67% of the work assigned under this contract.

Utilization Breakdown Table

Subconsultant	Business Type	% of Work	Dollar Value
The Clandaniel Company	Small Business	10%	\$380,450
Jarman-Hirsch Appraisal Services	Small Business	10%	\$380,450
NG Jacobson & Associates	Small Business	5%	\$190,225
Martyn L Daniel Consulting	Small Business	3%	\$114,135
PJS&P Associates	DBE	2.5%	\$95,113
Coates Surveying	DBE	2.5%	\$95,113
Total		33%	\$1,255,486

EEO Commitment

Allen Brackett Shedd's project team workforce demographic is 14% minorities and 29% women.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

In order to continue to implement ST2 projects and remaining Sound Move projects (including light rail, commuter rail, and regional bus service, HOV improvements, and park-and-ride facilities throughout the central Puget Sound region) it will be necessary for Sound Transit to continue to acquire real property.

Allen Brackett Shedd will provide estimating and appraisal services, support for Sound Transit property acquisition, and assist in providing real estate appraisal support for property management and transit oriented development. The existing appraisal services contracts that could be utilized for this work do not have adequate funding or the scope of work does not cover the anticipated work. Sound Transit issued a request for proposals for estimating and appraisal services that allowed for the award of two contracts. Six bids were received. McKee and Schalka was selected as the other firm for appraisal services.

PRIOR BOARD/COMMITTEE ACTIONS on THIS PROJECT

None.

CONSEQUENCES of DELAY

A delay in approval could result in a delay in acquisition and relocation activities for various Board approved projects and could result in properties needed for construction not being available in a timely manner.

PUBLIC INVOLVEMENT

Not applicable for this action.

ENVIRONMENTAL COMPLIANCE

Jl, 12/23/09

LEGAL REVIEW

JW 12/30/09

SOUND TRANSIT

MOTION NO. M2010-04

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a five-year contract with Bruce C. Allen and Associates, Inc. (DBA Allen Brackett Shedd) to provide on-call real property estimating and appraisal services for a total authorized contract amount not to exceed \$3,804,501.

Background:

In order to continue to implement ST2 projects and remaining Sound Move projects (including light rail, commuter rail, and regional bus service, HOV improvements, and park-and-ride facilities throughout the central Puget Sound region) it will be necessary for Sound Transit to continue to acquire real property.

Allen Brackett Shedd will provide estimating and appraisal services, support for Sound Transit property acquisition, and assist in providing real estate appraisal support for property management and transit oriented development. The existing appraisal services contracts that could be utilized for this work do not have adequate funding or the scope of work does not cover the anticipated work. Sound Transit issued a request for proposals for estimating and appraisal services that allowed for the award of two contracts. Six bids were received. McKee and Schalka was selected as the other firm for appraisal services.

Motion:

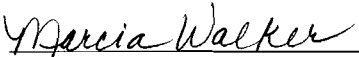
It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a five-year contract with Bruce C. Allen and Associates, Inc. (DBA Allen Brackett Shedd) to provide on-call real property estimating and appraisal services for a total authorized contract amount not to exceed \$3,804,501.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on January 7, 2010.

ATTEST:



Aaron Reardon
Board Chair



Marcia Walker
Board Administrator