



MOTION NO. M2017-08

**Services Agreement with the City of Tacoma for the Tacoma Link Expansion**

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Capital Committee	02/09/2017	Final Action	Ahmad Fazel, DECM Executive Director <b>Madeleine Greathouse, Project Director - Tacoma Link</b> <b>Sue Comis, Senior Project Manager</b>

PROPOSED ACTION

Authorizes the chief executive officer to execute a City Services Agreement with the City of Tacoma for expedited design, design review, permitting, and construction services for the Tacoma Link Expansion in the amount of \$1,116,100, with a 4% contingency of \$40,000, for a total authorized agreement amount not to exceed \$1,156,100.

KEY FEATURES SUMMARY

- The proposed action establishes an overall agreement with the City of Tacoma for expedited design, design reviews, permitting, and construction services for the Tacoma Link Expansion.
- The scope of the agreement includes:
  - Expedited design review and project permitting throughout the final design phase of the project to avoid the risk of last-minute revisions.
  - Payment provisions for services provided by the City of Tacoma.
  - Specified submittal review turnaround periods.
- Costs authorized under this action cover City design review staff time, permit fees, and building inspection. Staff will return to the Committee after project baselining to approve future work orders under this agreement relating to construction inspection, City utility relocation work, and other construction phase services by the City.

BACKGROUND

The Tacoma Link Expansion is a 2.4-mile extension of Tacoma Link from the Theater District to the Hilltop District. The extension will travel primarily along Stadium Way, 1st Street, Division Avenue, and Martin Luther King Jr., Way (MLK) and includes a relocated Theater District station and six new stations at Stadium Way/South 4th Street, Stadium District, MLK/Division Avenue, MLK/6th Avenue, MLK/11th Street, and MLK/19th Street. The Tacoma Link Operations and Maintenance Facility will be expanded to the east and five new vehicles will be purchased. The project began final design in 2016 and the revenue service date will be determined at project baseline in the second quarter of 2017.

The project completed environmental review in compliance with both the National Environmental Policy Act (NEPA) and State Environmental Policy Act (SEPA) with approval of a NEPA Documented Categorical Exclusion on June 25, 2015, by the Federal Transit Administration and a SEPA Determination of Nonsignificance (DNS), issued by Sound Transit on July 13, 2015. The Sound Transit Board selected the project route, stations, and operations and maintenance facility expansion site on November 19, 2015.

Under this agreement, the City of Tacoma will provide expedited permitting services to provide coordination between the Sound Transit final design team and all involved City departments. The proposed agreement will engage City staff in ongoing design collaboration with Sound Transit to

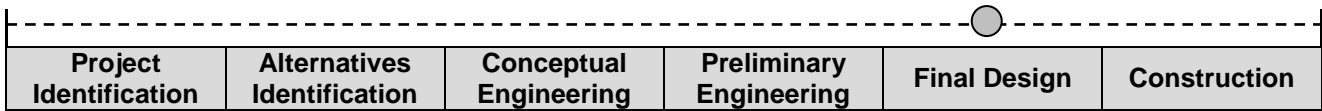
maintain the design schedule for the Tacoma Link Expansion. The total authorized agreement amount is not to exceed \$1,156,100 and includes two reimbursable work orders for expedited permitting and design review services:

- Work Order 1 is for design review and permitting by the Planning and Development Services Department for \$400,000 plus a 10 percent contingency for a not to exceed amount of \$440,000.
- Work Order 2 is for design review and permitting by Fire, Traffic/Signals/Streetlights, Real Property, and Site Development Divisions for a lump sum amount of \$716,100 with no contingency.

The agreement also includes two no-cost work orders for design services for water and power relocation. These services will be considered an in-kind contribution to the project cost.

Future Board actions will establish a Funding Agreement with the City of Tacoma for its funding contribution to the partnership project, baseline the project budget and schedule (Phase Gate 5) at approximately 60% final design, and authorize construction (Phase Gate 6) at the completion of final design.

**PROJECT STATUS**



Projected Completion Date for Final Design Phase: Q4 2017  
 Project scope, schedule, and budget summary located on pages 75 to 78 of the September 2016 Agency Progress Report.

**FISCAL INFORMATION**

This action is within the authorized project allocation to date and sufficient monies remain after approval of the action to fund the remaining work in the third party phase as contained in the current cost estimates of this project.

Tacoma Link Expansion	Authorized Project Allocation to Date	Board Approvals	This Action	Board Approved Plus Action	Uncommitted / (Shortfall)
Agency Administration	10,600	2,999		2,999	7,601
Preliminary Engineering	5,872	5,594		5,594	278
Final Design	10,830	8,072		8,072	2,758
Third Party	1,310	0	1,156	1,156	154
Right of Way	3,200	150		150	3,050
Construction					
Construction Services	810				810
Vehicles	2,000	2,159		2,159	(159)
<b>Total Current Budget</b>	<b>34,622</b>	<b>18,973</b>	<b>1,156</b>	<b>20,130</b>	<b>14,492</b>

Phase Detail - Third Party					
City of Tacoma Design	1,210		1,156	1,156	54
Other Third Party Phase	100				100
<b>Total Phase</b>	<b>1,310</b>		<b>1,156</b>	<b>1,156</b>	<b>154</b>

City of Tacoma Service Agreement Details	Board Approvals to Date	Current Approved Contract Status	Proposed Action	Proposed Total for Board Approval
Agreement Amount			1,116	1,116
Contingency			40	40
<b>Total Agreement Amount</b>			<b>1,156</b>	<b>1,156</b>
Percent Contingency	0%	0%	3.58%	4%

Amounts are expressed in Year of Expenditure \$000s.

Board Approvals = Committed To-Date + Contingency as of December 2016 includes pending Board actions.

Project information is located on page 12 of 2017 Proposed Transit Improvement Plan (TIP) and revised per Board Resolution No R2016-37 approved on December 15, 2016.

The authorized project allocation to date for the Tacoma Link Expansion project is \$34,662,000. Within that amount, \$1,310,000 has been allocated to the third party phase; no amount has been committed for the third party phase.

The proposed action would commit \$1,156,100 to execute a City Services Agreement with the City of Tacoma for expedited design, design reviews, permitting, and construction services leaving the remaining uncommitted budget of \$153,900 in the third party phase.

#### SMALL BUSINESS/DBE PARTICIPATION

Not applicable to this action.

#### PUBLIC INVOLVEMENT

After five years of planning and listening to the community, the Tacoma City Council unanimously passed the resolution endorsing the Tacoma Link Expansion on August 11, 2015, and the Sound Transit Board approved the project to be built on November 19, 2015. The project team completed preliminary engineering and shared 30 percent design plans with the Tacoma community at a Stakeholder Roundtable Meeting and an open house in December 2015.

To respond to a City Council request, Sound Transit developed alternate platform stop designs and hosted workshops in coordination with the City to gather community input in April 2016. Following a review of public comments, the City selected platform locations in consultation with Pierce Transit

and Sound Transit and shared the results at two public meetings in June 2016. During final design, the project will host public open house events at the pre-60 percent, and 60 percent design phases; will work with the community on what the stations will look like, station naming, and art; and will conduct focused outreach with affected property owners for acquisition and field work activities.

#### TIME CONSTRAINTS

A one-month delay would not create a significant impact to the project schedule.

#### PRIOR BOARD/COMMITTEE ACTIONS

Resolution No. R2015-33: Amended the 2015 Adopted Budget to (1) increase the lifetime capital budget for the Tacoma Link Expansion project by \$25,216,229 from \$7,785,771 to \$33,002,000, (2) increased the 2015 Annual Budget by \$478,257 from \$3,225,500 to \$3,703,757; and (3) authorized the project to advance through Gate 4 within Sound Transit's Phase Gate Process. Resolution No. R2015-22: Selected the route, stations, and operation and maintenance facility expansion site for the Tacoma Link Expansion.

#### ENVIRONMENTAL REVIEW

JI 02/02/2017

#### LEGAL REVIEW

JW 02/02/2017

**MOTION NO. M2017-08**

A motion of the Capital Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a City Services Agreement with the City of Tacoma for expedited design, design review, permitting, and construction services for the Tacoma Link Expansion in the amount of \$1,116,100, with a 4% contingency of \$40,000, for a total authorized agreement amount not to exceed \$1,156,100.

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**MOTION:**

It is hereby moved by the Capital Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a City Services Agreement with the City of Tacoma for expedited design, design review, permitting, and construction services for the Tacoma Link Expansion in the amount of \$1,116,100, with a 4% contingency of \$40,000, for a total authorized agreement amount not to exceed \$1,156,100.

APPROVED by the Capital Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on February 9, 2017.

  
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Claudia Balducci  
Capital Committee Chair Pro Tem

ATTEST:

  
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Kathryn Flores  
Board Administrator