

MOTION NO. M2017-13
Utility Locator Services Contract

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	02/02/2017	Final Action	Bonnie Todd, Executive Director of Operations David Huffaker, Deputy Executive Director, Operations and Support Services

PROPOSED ACTION

Authorizes the chief executive officer to execute a one-year contract with four one-year options with Underground Detection Services Corporation to provide utility locator services for Sound Transit properties for a total authorized contract amount not to exceed \$686,303.

KEY FEATURES SUMMARY

- Washington State law requires Sound Transit as a property owner to participate in the state’s Utility Notification Center program, known as “Call Before You Dig” and to respond to requests from contractors and the public to locate underground utilities on Sound Transit property and right of way.
- The scope of work includes:
 - Reviewing and responding to utility locate tickets received from the Utility Notification Center.
 - Marking known underground utilities on Sound Transit properties within “reasonable accuracy” based on owner-provided as-built drawings.
- The not to exceed amount covers the first year and all four option years.

BACKGROUND

Washington State’s “Call Before You Dig” program is the result of legislation (chapter 19.122 RCW) designed to protect public health and safety and to prevent the disruption of utility services. The program mandates that the public or contractors, before excavating, call a centralized number, 811, for the location of underground utilities in order to avoid damaging them. The state’s Utility Notification Center accepts calls for utility location services 24/7. Call requests must be responded to within 48 hours, and marking of the utilities on a property must be completed shortly thereafter as needed.

Prior utility locator services for Sound Transit have been performed using a contractor within the CEO authority. As Sound Transit construction activity increases, a larger contract is needed to handle the increase in utility locator calls.

Utility locator work is specialized and the skills and equipment needed exceeds Sound Transit’s in-house capacity.

A Request for Proposals was issued in November 2016. Two proposals were received and a Sound Transit evaluation team determined that Underground Detection Services was the best value for the agency.

Underground Detection Services has had prior experience performing this service for Sound Transit.

FISCAL INFORMATION

The proposed action will be funded from the services category within the Operations Department’s annual operating budget. The service category budget is \$32,287,248, of which a total of \$127,312 is estimated to be spent in the first year of the contract and is within the Agency’s budget authority. After approval of this action, the remaining annual budget amount will be used to fund other department expenditures anticipated in the 2017 annual budget.

Funding for the additional years of the contract will be included in future annual budget requests.

Operations Department	2017 Annual Operating Budget	Actuals to Date	This Action	Actuals to Date Plus Action	Remaining Annual Operating Budget
Salaries and Benefits	15,055				15,055
Services	57,993		127	127	57,866
Materials and Supplies	10,785				10,785
Utilities	5,270				5,270
Taxes	2,595				2,595
Purchased Transportation Services	163,027				163,027
Miscellaneous	376				376
Leases and Rentals	8,601				8,601
Total Annual Operating Budget	263,701	-	127	127	263,575

Contract Spending Plan	Prior Year Spending	Forecast 2017 Spending	Future Expenditures	Total
Underground Detection	-	127	559	686

Contract Detail	Board Approved Contract Value	Contract Actuals to Date	Proposed Action	Proposed Revised Board Approved Contract Value
Underground Detection	-	-	686	686
Contingency	-	-	-	-
Contract Amount - Total	-	-	686	686
Percent Contingency	0%	0%	0%	0%

Notes:
 Amounts are expressed in Year of Expenditure \$000.
 Executive Department budget can be found on page 19 of Proposed 2017 Budget book.

SMALL BUSINESS/DBE PARTICIPATION

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Small Business and DBE goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of Small Businesses/DBEs available to perform such subcontracting work.

Sound Transit determined that Small Business and DBE subcontracting opportunities are infeasible or improbable based upon the work described in this contract, so Small Business/DBE goals were not established.

TIME CONSTRAINTS

Due to increased utility locate activity associated with the Point Defiance Bypass and Tacoma Trestle projects, funding is almost depleted under the current contract.

ENVIRONMENTAL REVIEW

JI 1/18/2017

LEGAL REVIEW

JW 1/27/2017

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A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a one-year contract with four one-year options with Underground Detection Services Corporation to provide utility locator services for Sound Transit properties for a total authorized contract amount not to exceed \$686,303.

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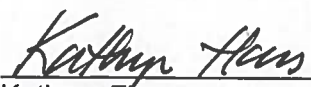
It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a one-year contract with four one-year options with Underground Detection Services Corporation to provide utility locator services for Sound Transit properties for a total authorized contract amount not to exceed \$686,303.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on February 2, 2017.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Kathryn Flores
Board Administrator