MOTION NO. M2018-108
Contract Award for the North Sounder Parking and Access Improvements Project

<table>
<thead>
<tr>
<th>MEETING</th>
<th>DATE</th>
<th>TYPE OF ACTION</th>
<th>STAFF CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Committee</td>
<td>09/13/2018</td>
<td>Final Action</td>
<td>Don Billen, PEPD Executive Director</td>
</tr>
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<td></td>
<td></td>
<td></td>
<td>Kamuron Gurol, North Corridor Development Director – PEPD</td>
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<tr>
<td></td>
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<td></td>
<td>Kathy Leotta, Project Manager – PEPD</td>
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</tbody>
</table>

**PROPOSED ACTION**

Authorizes the chief executive officer to execute a contract with Fehr & Peers to provide project development services for the North Sounder Parking and Access Improvements project in the amount of $459,885, with a 10% contingency of $45,988, for a total authorized contract amount not to exceed $505,873, and (2) adopts Edmonds and Mukilteo Stations Parking and Access Improvements as the new project name.

**KEY FEATURES SUMMARY**

- This action establishes the consultant services contract for the first of the following three phases of project development:
  - Phase 1 – Project Definition and Screening (this action)
  - Phase 2 – Environmental Review and Conceptual Engineering
  - Phase 3 – Preliminary Engineering
- This action funds and authorizes execution of a contract with Fehr & Peers for Phase 1. The contract includes options to negotiate future amendments for the completion of Phases 2 and 3. Execution of such amendments would be subject to future Board approval.
- Phase 1 is expected to take approximately 12 months to complete. If authorized, completion of all three phases is anticipated by 2021.

**BACKGROUND**

The North Sounder Parking and Access Improvements project is a voter-approved project under the ST3 Plan. This project builds upon prior studies, such as the 2012 Sounder Stations Access Study, which evaluated potential access improvements to eight Sounder stations, including Mukilteo. The project will provide additional parking at Mukilteo and Edmonds Sounder Stations and an opportunity for access improvements prioritized per Sound Transit’s System Access policy.

**PROJECT STATUS**

<table>
<thead>
<tr>
<th>Project Identification</th>
<th>Project Definition and Screening</th>
<th>Environmental Review and Conceptual Engineering</th>
<th>Preliminary Engineering</th>
<th>Final Design</th>
<th>Construction</th>
</tr>
</thead>
</table>

Projected Completion Date for Project Definition and Screening: 3Q 2019
PROCUREMENT INFORMATION

A Request for Qualifications (RFQ) for three phases of the project development process (Project Definition and Screening, Environmental Review and Conceptual Engineering, and Preliminary Engineering) was advertised in April 2018. Two proposers submitted Statements of Qualifications (SOQs) in May 2018. The SOQs were reviewed and evaluated based on the criteria in the RFQ, and one submitter was invited to interview. Fehr & Peers was determined to be the highest ranked firm based on qualifications, and was invited to enter into negotiations for the contract.

FISCAL INFORMATION

The authorized project allocation to date for North Sounder Parking and Access Improvements is $2,511,000. Within that amount, $1,262,000 has been allocated to Preliminary Engineering (Phase 1 – Project Definition and Screening). The proposed action will commit $505,873 to this phase, leaving a remaining balance of $756,127.

This action is within the authorized project allocation for the above project and sufficient monies remain after approval of this action to fund the remaining work in Phase 1 of Preliminary Engineering.

North Sounder Parking and Access Improvements Budget Table
(in thousands)

<table>
<thead>
<tr>
<th>Authorized Project Allocation to Date</th>
<th>Board Approvals</th>
<th>This Action</th>
<th>Board Approved Plus Action</th>
<th>Uncommitted / (Shortfall)</th>
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<tbody>
<tr>
<td>Agency Administration</td>
<td>$952</td>
<td>$43</td>
<td>$</td>
<td>$43</td>
</tr>
<tr>
<td>Preliminary Engineering</td>
<td>1,282</td>
<td>506</td>
<td>506</td>
<td>756</td>
</tr>
<tr>
<td>Phase Detailed</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Definition - Phase 1</td>
<td>$1,282</td>
<td>$506</td>
<td>$506</td>
<td>$756</td>
</tr>
<tr>
<td>Other PE Phase</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Phase</td>
<td>$1,282</td>
<td>$506</td>
<td>$506</td>
<td>$756</td>
</tr>
</tbody>
</table>

Notes:
Amounts are expressed in Year of Expenditure
Board Approvals = Committed To-Date + Contingency as of July 2018 and includes pending Board actions.
SMALL BUSINESS/DBE PARTICIPATION

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Consistent with Sound Transit Policies and Federal Regulations, Sound Transit has established Small Business/DBE goals for this contract. These 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.

For the entire contract (including Phases 1, 2, and 3), the following goals were set and the successful Proposer has committed to the following Small Business/DBE Participation:

**Small Business and Disadvantaged Business Enterprise Goals**

Sound Transit Goal:
- Small Business: 10%
- DBE: 0%
Commitment:
- Small Business: 22%
- DBE: 18%

<table>
<thead>
<tr>
<th>Subconsultant</th>
<th>Business Type</th>
<th>% of Work</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leland Consulting</td>
<td>Small Business</td>
<td>4%</td>
</tr>
<tr>
<td>Nakano Associates</td>
<td>DBE</td>
<td>3%</td>
</tr>
<tr>
<td>Stepherson &amp; Associates Communications</td>
<td>DBE</td>
<td>15%</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>22%</td>
</tr>
</tbody>
</table>

PUBLIC INVOLVEMENT

Public involvement will be included in the upcoming work.

TIME CONSTRAINTS

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

ENVIRONMENTAL REVIEW

KH 8/30/18

LEGAL REVIEW

JW 9/7/18
MOTION NO. M2018-108

A motion of the Capital Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a contract with Fehr & Peers to provide project development services for the North Sounder Parking and Access Improvements project in the amount of $459,885, with a 10% contingency of $45,988, for a total authorized contract amount not to exceed $505,873, and (2) adopts Edmonds and Mukilteo Stations Parking and Access Improvements as the new project name.

BACKGROUND:

The North Sounder Parking and Access Improvements project is a voter-approved project under the ST3 Plan. This project builds upon prior studies, such as the 2012 Sounder Stations Access Study, which evaluated potential access improvements to eight Sounder stations, including Mukilteo. The project will provide additional parking at Mukilteo and Edmonds Sounder Stations and an opportunity for access improvements prioritized per Sound Transit's System Access policy.

This action establishes the consultant services contract for the first of the following three phases of project development:

• Phase 1 – Project Definition and Screening.
• Phase 2 – Environmental Review and Conceptual Engineering.
• Phase 3 – Preliminary Engineering.

The contract includes options to negotiate future amendments for the completion of Phases 2 and 3. Execution of such amendments would be subject to future Board approval. Phase 1 is expected to take approximately 12 months to complete, and completion of all three phases is anticipated by 2021.

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 contract with Fehr & Peers to provide project development services for the North Sounder Parking and Access Improvements project in the amount of $459,885, with a 10% contingency of $45,988, for a total authorized contract amount not to exceed $505,873, and (2) adopts Edmonds and Mukilteo Stations Parking and Access Improvements as the new project name.

APPROVED by the Capital Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on September 13, 2018.

Claudia Balducci
Capital Committee Chair

ATTEST:

Kathryn Flores
Board Administrator