

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

<b>AGENDA TITLE:</b>	Motion to Authorize the City Manager to Execute a Construction Administration Contract with Otak Inc. for the South Central and North B Segments of the Interurban Trail
<b>DEPARTMENT:</b>	Public Works
<b>PRESENTED BY:</b>	Kirk McKinley, Interurban Trail Project Manager Kristen Overleese, PE, Capital Projects Manager

**PROBLEM/ISSUE STATEMENT:** Staff is requesting that Council authorize the City Manager to execute an agreement with Otak Inc., to perform construction administration services for the South Central (N 160<sup>h</sup> Street to N 175<sup>th</sup> Street) and North B (N 200<sup>th</sup> Street to N 205<sup>th</sup> Street) sections of the Interurban Trail.

The construction administration services Otak is to provide includes the following major items:

- Daily construction inspection and coordination with contractor;
- Daily documentation of contractor staff, equipment, material installation and working days;
- Coordination with City staff and interaction with the community;
- Tracking of construction material quantities;
- Material review;
- Extensive federal paperwork management for post-construction audit;
- Creation of project as-builts (record drawings);

The City will remain the lead on the project and the primary public information provider.

**FINANCIAL IMPACT:**

Construction administration services for the South Central segment are estimated at \$139,000 and services for the North B segment are estimated at \$61,000. The total contract amount would be \$200,000. This contract administration contract is 15% of the construction contract. There is sufficient funding in the Roads Capital Fund and federal grant funds to complete the improvements. The Otak agreement for construction administration services for the South Central and North B segments would expire December 31, 2005. The attached spreadsheet provides an overview of resources and expenditures to complete the south, north and south central sections of the Interurban Trail Project.

**RECOMMENDATION**

Staff recommends that Council authorize the City Manager to execute a construction administration agreement with Otak Inc., for the Interurban Trail South Central Segment (N 160<sup>th</sup> Street to N 175<sup>th</sup> Street) and North B (N 200<sup>th</sup> Street to N 205<sup>th</sup> Street) projects for an amount not to exceed \$200,000.

Approved By: City Manager RS City Attorney N/A

Attachment A: Interurban Trail Project - Resources and Expenditure Summary

Attachment A: Interurban Trail Project - Resources and Expenditure Summary

South, North A & B & South Central Sections

<b>Resources:</b>		
Total CIP Resources	\$5,260,000	
Curb Ramp Project	\$25,000	
<b>Subtotal</b>	<b>\$5,285,000</b>	
<b>Project Costs:</b>		
Planning	-\$524,626	Planning Costs
Existing Design Authorization	-\$770,149	Otak Design Contract
Project Management To Date (As of 8/26/04)	-\$344,837	Internal cost & charges to date
Projected Project Management Costs	-\$97,000	Estimated project management & misc. costs
<b>Subtotal</b>	<b>-\$1,736,612</b>	
Construction Administration South & North A Sections	-\$276,680	Otak Construction Administration Costs
Construction Administration South Central & North B Sections	-\$200,000	Estimated Construction Administration Costs
<b>Subtotal</b>	<b>-\$476,680</b>	
South Section Construction	-\$823,867	Actual Construction Costs for South Section
North A Section Construction	-\$765,200	Actual Construction Costs for North A Section
North B & South Central Section Construction	-\$1,341,364	Estimated Costs for North B & S Central Sections
North B & South Central Section Construction (Contingency)	-\$141,277	Estimated Contingency Costs for North B & S Central Sections
<b>Subtotal</b>	<b>-\$3,071,708</b>	
<b>Total CIP Resources Balance:</b>	<b>\$0</b>	

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