Council Meeting Date: July 21, 2003 **Agenda Item: 7(d)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Motion to Authorize the City Manager to Amend the Existing Design Services Contract for the Interurban Trail Project
DEPARTMENT:	Public Works
PRESENTED BY:	Kirk McKinley, Interurban Trail Project Manager

PROBLEM/ISSUE STATEMENT: Staff is requesting that Council authorize the City Manager to amend an existing professional services contract to complete key design work elements associated with the north and south central sections of the Interurban Trail Project. This authorization will enable Otak Inc., the consultant, to proceed with the design work to meet critical 2003 and 2004 project schedules.

Otak's existing contract provides for design services for the south, north and south central sections of the Interurban Trail Project. Additional services beyond the original scope are necessary to complete design, Seattle City Light coordination and environmental work. These services are:

- Completion of the revised NEPA documentation and environmental work
- Completion of the amended design and bid package for the south central section
- Project coordination costs associated with Seattle City Light in all sections

The contract amendment is for an amount not to exceed $90,208. With the amendment, this professional services contract will total $770,208 or 24% of the total estimated construction cost for the south, north and south central trail sections ($3,144,000). This percentage is reasonable for the scope of services required over the life of these projects due to the difficulty of negotiating final design scope and environmental changes and development of multiple contracts. The City has worked very closely with Seattle City Light to ensure that the project review process is thorough and successful. The result of this close coordination has created some unanticipated (and untypical) additional costs. Staff feels these costs are beneficial in establishing a positive relationship with Seattle City Light for the design of future sections of the trail.

Design for the south central trail section will begin once the north and south sections are under construction. The design budget under consideration *does not* include activities associated with the north central trail section. However, the north central trail section is designated as a separate project in the proposed 2004 – 2009 Capital Improvement Program (CIP).

FINANCIAL IMPACT: These modifications require that the consultant's existing contract be amended from $680,000 to $770,208, an increase not to exceed $90,208. Project revenues for this project are comprised from grant sources and the City's Roads Capital Fund. The project includes sufficient funding to pay for these additional work elements. 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 amend the existing design contract not to exceed $90,208 to complete the key environmental and design work elements for the north and south central sections of the Interurban Trail Project.

Approved By: City Manager City Attorney

Attachment A: Interurban Trail Project - Resources and Expenditure Summary

INTRODUCTION

The south and north sections of the Interurban Trail Project are scheduled to begin construction in 2003 and the south central section is scheduled for early construction season 2004. Staff is working with Otak, Inc., the consultant to complete critical design work elements. Staff is recommending that Council authorize the City Manager to amend the existing professional services contract with Otak, Inc. to complete required elements of the design phase.

BACKGROUND

On May 29, 2001, Council authorized staff to execute a design services contract with Otak, Inc. to provide the following for the north and south sections of the Interurban Trail Project:

- Project Coordination
- Surveying and base mapping
- Community Involvement
- Final design including bid documents

Staff was also authorized on October 8, 2001 to amend this design contract to begin the design for the south central section of the project. Staff has been working with the consultant to begin the design work. The Interurban Trail Project is identified as Goal No.1 of the Council's 2003 –2004 work plan.

In order to complete key work elements associated the final design of the north and south central sections of the Interurban Trail Project, staff has identified the following work that needs to be completed:

- Completion of the revised NEPA documentation and environmental work
- Final design of the north and south central sections
- Completion of the bid package for the south central section
- Project coordination costs associated with Seattle City Light

RECOMMENDATION

Staff recommends that Council authorize the City Manager to amend the existing design contract not to exceed $90,208 to complete the key environmental and design work elements for the north and south central sections of the Interurban Trail Project.

Attachment A: Interurban Trail Project - Resources and Expenditure Summary

South, North & South Central Sections

Total CIP Resources	**$5,260,000**	
Project Costs:		
Existing Design Authorization (Otak)	($680,211)	**May 29 & October 8, 2001 authorizations.**
Project Management To Date	($256,504)	**Internal costs & charges to date.**
Subtotal	**($936,715)**	
South Section Construction	($792,000)	**Award recommendation July 21, 2003.**
North & South Central Section Construction	($2,352,000)	**Award scheduled Sept. 2003 & March 2004.**
Subtotal	**($3,144,000)**	
Construction Administration, South & North Sections	($250,000)	**Award recommendation July 21, 2003.**
Design Scope Amendment	($90,208)	**Award recommendation July 21, 2003.**
Subtotal	**($340,208)**	
Total CIP Resources Balance:	**$839,077**	

**** CIP Resource Balance dedicated to the following:***	***Estimate***
Construction Administration - s. central section.	**$125,000**
Project management for internal cost & charges for remaining project schedule.	**$300,000**
Contingencies for south, north & s. central sections.	**$414,077**