

**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 and North Sections of the Interurban Trail
<b>DEPARTMENT:</b>	Public Works
<b>PRESENTED BY:</b>	Jill M. Marilley, P.E., City Engineer Kirk McKinley, Interurban Trail Project 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 (N 145<sup>th</sup> Street to N 155<sup>th</sup> Street) and North (N 192<sup>nd</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 and testing;
- 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 section are estimate at \$115,000 and services for the north section are estimated at \$135,000. There is sufficient funding in the Roads Fund to complete the improvements. The Otak agreement for construction administration services for the south and north sections would expire December 31, 2004. 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 Section (N 145<sup>th</sup> Street to N 155<sup>th</sup> Street) and Interurban Trail North Section (N 192<sup>nd</sup> Street to N 205<sup>th</sup> Street) projects for an amount not to exceed \$250,000.

Approved By:      City Manager  City Attorney 

Attachment A: Interurban Trail Project - Resources and Expenditure Summary

**Attachment A: Interurban Trail Project - Resources and Expenditure Summary**  
**South, North & South Central Sections**

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

\* CIP Resource Balance dedicated to the following:  
Construction Administration - s. central section.  
Project management for internal cost & charges for remaining project schedule.  
Contingencies for south, north & s. central sections.

Estimate  
\$125,000  
\$300,000  
\$414,077

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