



Transportation & Public Works Meeting Agenda

January 21, 2021; 4:30 – 6:00 PM
“Virtual Meeting”

Due to the current COVID-19 public health emergency, and social distancing protocols, pursuant to the Governor’s and public health officials’ orders, this meeting will be conducted virtually. The meeting will be live streamed on SeaTV Government Access Comcast Channel 21 and the City’s website <https://www.seatacwa.gov/seatvlive> and click play. The public may also call in to the conference line to listen to the meeting. The number is 206.973.4555. While you will be able to hear the meeting; you will not be able to participate in the meeting. Please note that if you are unable to mute your phone, everyone else on the call-in line will be able to hear you, so please refrain from speaking. City Hall is closed so no one will be able to physically attend this meeting.

Councilmembers:

Peter Kwon, Chair
Pam Fernald
Takele Gobena

Note: A quorum of the Council may be present

Staff Coordinators: Will Appleton, Public Works Director; Florendo Cabudol, City Engineer;

Other Staff participating:

TIME	TOPIC	PROCESS	WHO	TIME
1	Call to order		Chair	
2	<p>PUBLIC COMMENTS (any topic): In an effort to adhere to the social distancing protocols, pursuant to the Governor’s and public health officials’ orders, and in order to keep our residents, Council, and staff healthy, the Council Committee will not hear any in-person public comments during this COVID-19 public health emergency. The Committee is providing remote and written public comment opportunities. All comments shall be respectful in tone and content. Signing-up for remote oral comments or providing written comments must be done by <u>2:00 PM</u> the day of the meeting.</p> <ul style="list-style-type: none"> Instructions for providing remote oral public comments are located at the following link: Council Committee 		Chair	5

	<p>and Citizen Advisory Committee Virtual Meetings.</p> <p>Submit email/text public comments to TPWPublicComment@seatacwa.gov. The comment will be mentioned by name and subject and then placed in the committee handout packet posted to the website. Public comments submitted to an email address other than the provided address, or after the deadline, will not be included as part of the record.</p>			
3	Prior Minutes Approval	Dec.17 minutes to approve	Chair	5
4	34 th Ave South (ST-015) Design Services Contract Amendment	Discussion/Recommendation	Florendo Cabudol	10
5	Property Acquisition/Condemnation Ordinance for Project ST-015, 34 th Ave South	Discussion/Recommendation	Florendo Cabudol	25
6	One Percent for the Arts on Public Works Projects	Discussion/Recommendation	Will Appleton	25
7	<u>Future Meeting Topics:</u> Franchise Agreements; Parking Tax; Right-of-Way Uses			5
8	Adjourn	Adjourn Meeting	Chair	5



MEMORANDUM

To: Transportation and Public Works Committee
Through: William Appleton, Public Works Director
From: Florendo Cabudol, City Engineer
Date: January 21, 2021
Subject: 34th Avenue South (Public Works Capital Improvement Project ST-015) Design Services Contract Amendment

Purpose:

Staff is seeking the Committee's recommendation to place the proposed amendment to the professional services agreement with Parametrix for design of the 34th Avenue South project (PW CIP ST-015), on the Consent Agenda for January 26th Regular Council Meeting (RCM).

Background:

A professional services contract with Parametrix was approved by the Council through Agenda Bill 4903 and executed on July 24, 2018. Two prior amendments were executed to address changes in scope and an extension in the contract duration to December 31, 2021. A third amendment is being requested based on the following reasons:

- Increase in overhead costs due to contract extension necessary to refine the design, incorporate additional work, and allow for the incorporation of a grant through the WA State Transportation Improvement Board.
- Multiple design refinements to incorporate feedback from the adjacent property owners, specifically related to on-street parking and transition from the 34th Avenue South improvements to existing private driveways (33 in total; originally scoped for 15) and other features impacted by the project.
- Additional retaining wall design (12 in total; originally scoped for 6). Additional storm drainage analysis. Additional environmental work due to the incorporation of additional temporary construction easements on adjacent private properties.
- Additional design/redesign work related to utilities. This work evolved to optimize placement in the right-of-way and incorporate feedback from property owners regarding utility connections to their properties. Inclusion of water main replacement design plans with the project. This allows a single contractor to perform the work and minimize disruption to the area.
- Additional easement acquisitions.

This amendment increases design costs by \$60,571.36, and will be paid through existing Transportation CIP Fund (#307) appropriations for the project in the 2021-2022 Biennial Budget. Therefore, the total cost for the design contract will increase from \$650,768.76 to a not to exceed amount of \$711,340.12. The total cost of design is still less than 15% of the estimated

construction cost, which is industry standard for projects of similar scope and complexity. No amendment to the 2021-2022 Biennial Budget is required for this action.

Options/Recommendation:

Staff recommends placing the approval of this supplement on the Consent Agenda for the October 13, 2020 RCM. If this recommendation is not given, options include deferring constructing this project until staff is appropriately trained to administer construction.

**PUBLIC WORKS CONSULTANT CONTRACT – AMENDMENT NO. 3
BETWEEN**

City of SeaTac
4800 South 188th Street
SeaTac, WA 98188

AND

Parametrix, Inc.
1019 39th Avenue SE, Suite 100
Puyallup, WA 98374

=====
PROJECT: 34th Avenue South Sidewalk Project
Project #: ST-015
=====

AMENDMENT OF CONSULTANT CONTRACT

Pursuant to Section 16 of the Consultant Contract between the City of SeaTac (City) and Parametrix, Inc (Consultant), dated July 24, 2018, the City and the Consultant hereby amend:

Section 2 (under the subheading “SCOPE OF SERVICES.”) as follows:

The Consultant shall also be responsible for completion of the scope of services detailed in Attachment A to this Amendment.

Section 5 (under the subheading “COMPENSATION AND REIMBURSEMENT OF EXPENSES”) as follows:

The parties agree that compensation shall be increased in an amount not to exceed \$711,340.12, and include additional services not to exceed \$60,571.36, as detailed in Attachment B to this Amendment.

All other terms of the Consultant Agreement shall remain in effect and unchanged.

IN APPROVAL, authorized representatives of the Parties to this Contract have signed below. This Amendment shall become effective on the date of the last signature made.

CITY OF SEATAC

PARAMETRIX, INC.

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

APPROVED AS TO FORM:

Mary E. Mirante-Bartolo, City Attorney

EXHIBIT A – SCOPE OF WORK

City of SeaTac 34th Avenue South Sidewalk Project ST-015

INTRODUCTION

This scope documents additional work needed to complete the 34th Avenue South sidewalk project, through Bidding and Advertisement. The project is currently approaching a 100% design phase, and a third-party constructability review is forthcoming. Unless stated otherwise below, assumptions from the original scope of work and previous approved amendments still apply.

A separate memorandum was prepared for the City providing explanation of the budget status “looking back” from project start through December 31, 2020. This Amendment was prepared with the perspective of “looking ahead” to account for the remaining work necessary through project bid opening.

As of December 31, 2021, we have \$19,130.53 of unspent funds as part of our current contract. Therefore, our Amendment will include a credit of \$19,130.53.

PHASE 01 – PRELIMINARY AND FINAL DESIGN

Task 01 – Project Management

Parametrix will provide continuous tracking of the project schedule and budget, project quality assurance and control, and status of deliverables to ensure that the project is executed as expected by the City.

Task 02 – QA/QC

Perform internal quality control review at the constructability review design and for design changes listed under Task 11.

Task 11 – Bid Documents

This task will develop final plans and specifications necessary for bidding and construction. Work includes additional driveway designs, adding enhanced cross slope in front of the Criswell and Samara properties, and modification to wall designs in front of Criswell and Castle Developments. The task also includes design and refinement of 11 additional plan sheets beyond the original 67 sheets.

Task 13 – Meetings

Objective

To prepare, attend, and document all meetings held at the City throughout the duration of the project.

Assumptions

Meetings include:

- Four additional meetings with the City in 2021, via Microsoft Teams or Zoom.

Deliverables

- Meeting agendas and minutes.

Task 14 PMX – Easement Acquisition (Parametrix)

Objective

To assist Universal Field Services (UFS) in the acquisition four remaining parcels and one additional TCE needed for the Castle Development.

Task 14 UFS – Easement Acquisition (Universal Field Services)

Objective

Given the change in direction regarding TCEs, which took place after the 30% design, UFS has now expended their original budget. The details of the reason for this overage have been documented in memos to the City in May 2020. To complete the acquisition of the four remaining parcels (Criswell, Samara, Bianchi, and Julienne), please refer to UFS's proposal.

Task 15 – Bidding Assistance

Parametrix will assist the City during project bidding on an as-requested basis. For budgeting purpose, 30 hours of engineer time and 16 hours of Project Manager time has been budgeted. Should request go beyond the estimated hours, Parametrix will notify the City and additional budget could be utilized under the Management Reserve task.

Task 16 – Management Reserve Fund

Due to the complexity and character of the project, the City may require additional services from the Design Firm for unanticipated and/or out-of-scope work items. Parametrix shall not proceed with the work under this task until the City has reviewed the proposal for the additional work, has further authorized the work, and has issued the Design Firm a notice to proceed with the work.

Assumptions

To be determined with each City authorization of funds from this task.

Deliverables

- To be determined with each City authorization of funds from this task.

PHASE 02 – NEW SIDEWALK ON 161ST

Task 03 – Survey

Objective

Additional survey will be for staking the flowline along the Castle Development.

**34th Avenue South
Requested Budget 1-8-2021**

Chedy Clark	Chuck Schott	Clara Dubow	John L. Wright	Yoonis Mahmood	Jared Kennitz	Steve Sharpe	Scott Spees	Amanda Lucas	Christy Pope	Sarah Crackenburger
Project Manager Sr Engineer	QA/QC Sr Engineer	Lead Designer	Sr Engineer	SW Engineer	Sr. Surveyor	Survey Tech Lead	Surveyor III	Word Processing	Project Coordinator	Project Accountant

		Salaried Rates:		\$79.33	\$72.99	\$36.06	\$55.91	\$40.57	\$54.47	\$36.20	\$37.10	\$30.87	\$36.44	\$28.98	
		Project Rates:		\$245.92	\$226.27	\$111.79	\$173.32	\$125.77	\$168.86	\$112.22	\$115.01	\$95.70	\$112.96	\$89.84	
Phase	Task	Description	Labor Dollars	Labor Hours	71	20	140	64	8	6	4	16	8	20	11
1 & 2		PRELIMINARY AND FINAL DESIGN	\$37,919.36	368	71	20	140	64	8	6	4	16	8	20	11
1	1.1	PROJECT MANAGEMENT	\$8,411.88	52	21	0	0	0	0	0	0	0	0	20	11
		<i>Additional PM and coordination time</i>	\$8,411.88	52	21									20	11
1	1.2	QA/ QC	\$4,525.38	20	0	20	0	0	0	0	0	0	0	0	0
		<i>Bid Document Submittal</i>	\$4,525.38	20		20									
1	1.11	Bid Documents	\$30,928.70	208	28	0	100	64	8	0	0	0	8	0	0
		<i>Update constructability review comments</i>	\$15,120.93	100	12		40	40					8		
		<i>Update Criswell and Samara enhanced crown sheets, changes to walls, flowline, etc.</i>	\$7,154.55	56	4		40	4	8						
		<i>Additional design (11 plans sheets)</i>	\$8,653.22	52	12		20	20							
1	1.13	MEETINGS	\$2,414.53	12	8	0	4	0	0	0	0	0	0	0	0
		<i>Four Additional Meetings</i>	\$2,414.53	12	8		4								
1	1.14PMX	Easement Acquisition (Parametrix)	\$1,233.74	10	0	0	4	0	0	2	4	0	0	0	0
		<i>Additional Exhibits for Castle</i>	\$616.87	5			2			1	2				
		<i>Additional Exhibits for Criswell</i>	\$616.87	5			2			1	2				
1	15	Bidding Assistance	\$7,562.45	52	12	0	30	0	0	2	0	8	0	0	0
		<i>Assistance during Ad and Award</i>	\$7,562.45	52	12		30			2		8			
2	2.03	Survey	\$1,973.21	14	2	0	2	0	0	2	0	8	0	0	0
		<i>Survey of Castle Development Flowline</i>	\$1,973.21	14	2		2			2		8			
CREDIT DUE TO UNSPENT BUDGET AS OF 12/31/2021			\$ (19,130.53)												
Labor Totals			\$37,919.36	368	\$ 17,460.53	\$ 4,525.38	\$ 15,650.04	\$ 11,092.54	\$ 1,006.14	\$ 1,013.14	\$ 448.88	\$ 1,840.16	\$ 765.58	\$ 2,259.28	\$ 988.22

Phase 1 Labor Total:	\$37,919.36
LABOR TOTAL:	\$37,919

SUBCONSULTANTS

<u>Subconsultant Name</u>	
UFS Efforts to Complete Right of Way Services	\$12,302
Subtotal:	\$12,302
Subconsultant Total:	\$12,302

DIRECT EXPENSES:

<u>Description</u>	<u>Amount</u>
Reserve Fund	\$10,000
Mileage	\$150
WA Survey Equipment	\$100
Wa Survey Vehicle	\$100
Expense Total:	\$10,350

Project Total:	\$60,571.36
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Parcel Information			Property Rights to be Acquired				Valuation Type (See Note 1 Below)	Acquisition					
No.	Tax Pcl No.	Owner	Fee Simple	Perm Utility Easement	Temporary Construction Easement	ROE		ROW Oversight	PM	Acq Spec	Title Escrow	Admin	Mileage
21	5379801000	Bianchi, Robert L & Margaret E			(Apartment Bldg)	x	AOS	1	2.5	15	0	4	70
22	5379801430	Criswell, Stephanie R				x	AOS	1	2.5	15	0	4	70
24	5379801270	Julianne Apartments, LLC				x	APR	1	2.5	15	0	4	70
25	7524700000	Samara View Condominium				x	APR	1	2.5	15	0	4	70
Attend Additional Progress Meetings / Conference Call								0	6	0	0	0	0
Provide Three (3) Additional Monthly Progress reports								0	3	0	0	0	0
Assist City with ROW Certification through WSDOT								0	12	24	0	24	0
								4	31	84	0	40	280

Notes:

1) AOS = Administrative Offer Summary worksheet in lieu-of Appraisal

* Deleted Parcels

DIRECT SALARY COSTS (DSC)

	<u>Personnel</u>	<u>Hours</u>		<u>Rate</u>		<u>Cost</u>
1	ROW Oversight	4.0	X	\$58.17	\$	233
2	Project Manager	31.0	X	\$50.00	= \$	1,550
3	Senior Acquisition Specialist	84.0	X	\$42.00	= \$	3,528
4	Title / Escrow Specialist	0.0	X	\$32.00	= \$	-
5	Sr Administrative Specialist	40.0	X	\$28.00	= \$	1,120
	Total Hours	159.0				
				Subtotal Direct Salary Costs (DSC) =	\$	6,431
	Overhead (OH)	58.48%			\$	3,761
	Fixed Fee (FF)	30%			\$	1,929
TOTAL DSC = \$						12,121

DIRECT NONSALARY COSTS (DNSC)

Mileage	280	miles @ \$ 0.560	\$	157
Miscellaneous Expenses (see note 2 below)			\$	25
TOTAL (DNSC) = \$				182

TOTAL SUBCONSULTANT FEES = \$ 12,302

TOTAL ESTIMATE AMOUNT = \$ 12,302

Notes:

1.) See Table A in the Scope of Work for list of parcels impacted.

2.) Reimbursable miscellaneous expenses including but not limited to: mapping, photos, postage,



MEMORANDUM

To: Transportation and Public Works Committee
Through: William Appleton, Public Works Director
From: Florendo Cabudol, City Engineer
Date: 1/21/21
Subject: Property Acquisition/Condemnation Ordinance for 34th Avenue South (PW CIP Project ST-015)

Purpose:

To inform the Committee and seek recommendation to proceed with presenting an ordinance for Council review and action to exercise condemnation authority on the 34th Avenue South CIP Project ST-015.

Background:

In order to construct this important project, the City must acquire additional property rights from several parcels adjacent to the Project. The need for additional property for right-of-way or temporary construction easements are due to several reasons:

- To transition from the project to adjacent private property features such as driveways, pathways, and landscaping.
- Curb returns at the corner of several intersections.
- Construction of retaining walls.
- Placement of utility vaults to facilitate underground conversion of overhead utilities.

Affected property owners were notified of this action and negotiations for these property rights have been ongoing and will continue until resolution. Staff and the project team are hopeful that negotiations will result in a mutually agreed upon settlement. However, to maintain project schedule, staff recommends that Council adopt an ordinance to acquire the needed property rights through eminent domain if necessary. Notices were sent to affected property owners, via certified mail, and the City will post notices in the Seattle Times and at City Hall of the pending exercise of condemnation authority for the properties listed.

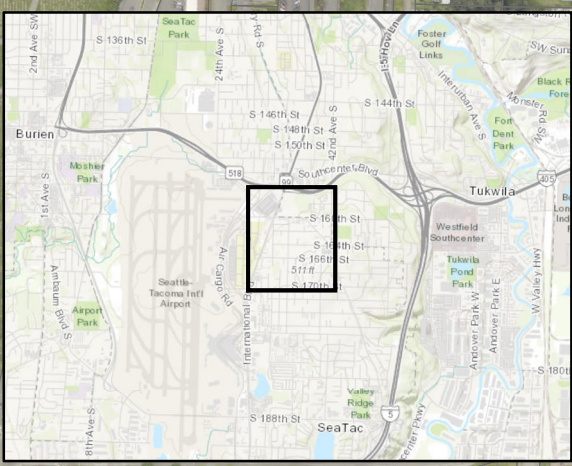
Action on this proposed Ordinance is scheduled for the February 23, 2021 Regular Council meeting. The public will have an opportunity to provide comment to the City Council prior to final action. An informational presentation on this matter will also be given to Council at the Regular Council Meeting on February 9, 2021 prior to final action.

Options/Recommendation:

Staff recommends proceeding with adopting the proposed Ordinance. If the Committee chooses not to concur with the recommendation, staff will continue with negotiations but the project schedule would be further delayed.



Date: 8/12/2020 Author: tinselcha Path: \\parametrix.com\pmx\PSO\Projects\Clients\2078-City of SeaTac\214-2078-008 34thAveSSidewalk.99S\vs\GIS\MapDocs\Fig1 34thAveSSidewalk_SiteMap_wVicinity.mxd



Legend

- Project Limits
- Affected Parcels

Parametrix



0 150 300 600 Feet

Site Map
34th Avenue S



MEMORANDUM

To: Transportation and Public Works Committee
From: William Appleton, Public Works Director
Date: 1/21/21
Subject: 1-Percent for the Arts Program

Purpose:

To discuss the concept of a 1-Percent for the Arts Program within the City of SeaTac.

Background:

Many jurisdictions desire to integrate artworks and the ideas of artists (often local artists) into a variety of public settings. A 1-Percent for the Arts Program can be used as a mechanism to help fund these types of activities as well as maintain them. These types of programs typically specify that a percentage of eligible city Capital Improvement Project (CIP) construction funds be set aside for the commission, purchase and installation of artworks in a variety of settings; funds are transferred into a “municipal arts fund” that is then overseen/managed by the appropriate body.

If this concept were to be implemented within SeaTac for 2021, it is estimated, based on our current streets CIP, that approximately \$43,500.00 would be set aside from the Streets Fund (102) to be used for municipal art. While a 1-percent for the Arts Program would increase the cost of capital projects, this type of program provides a vehicle by which funding that could not otherwise be used for such purposes, can be.

If a program were to be implemented, some questions that the committee may want to consider are:

- What committee would administer the program?
- Would art be limited to installation within the right-of-way only?
- Would the program be limited to using local artists?
- Should the 1-percent be used to install art for the CIP that the funding came from?
- Should the program be used to lease art?
- Should the program be responsible for the cost associate with maintaining the art?

Options/Recommendation:

1. Recommend staff craft an ordinance creating a 1-percent for the Arts Program, incorporate recommendations made by the Committee and return to Committee with the proposed program.
2. Do not develop a 1-percent for the Arts Program for the City.