

**PORT OF SEATTLE**  
**MEMORANDUM**

**COMMISSION AGENDA**

**Item No.** 6c

**Date of Meeting** June 8, 2010

**DATE:** May 17, 2010

**TO:** Tay Yoshitani, Chief Executive Officer

**FROM:** Nora Huey, Director, Central Procurement Office  
George England, Program Leader, Aviation Capital Improvement Program

**SUBJECT:** Amend Professional Service Agreements supporting the Rental Car Facility (RCF) program.

**Amount of This Request:** \$0

**Source of Funds:** N/A

**ACTION REQUESTED:**

Request authorization for the Chief Executive Officer to amend the following Professional Service Agreements for continued support services of the RCF program due to suspension:

1. Walker Parking Consultants (Walker) up to \$4,000,000 and one year for design support during construction and to provide notification to the Port of Seattle Commission in accordance with RCW 53.19.060 that the amended amount exceeds 50% of the original, contract not to exceed value of \$100,000.00;
2. Shen Consulting Inc. (Shen) up to \$600,000 and one year for project management;
3. Jacobs Engineering Group (Jacobs) up to \$500,000 and one year for project controls.

**SYNOPSIS:**

In order for the Port to complete the RCF program and follow proper procurement requirements, three service agreements must be amended for additional budget and time to continue to provide support services through completion of the RCF program, including program closeout. As required by Resolution No. 3605, this memorandum also constitutes notification to the Commission when the amended amount exceeds 50% of the original not to exceed contract value. The authorization to restart the program did not specifically include amending and extending these agreements. All funds supporting these amendments have been previously authorized. This memorandum will be placed on file for public inspection at the Port's bid desk.

**BACKGROUND:**

Three separate service agreements are included in this request and each is described separately below.

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### **Walker Parking Consultants P-00311178:**

Walker is the Designer-of-Record for the RCF and is required to perform design support services during construction of the project to insure compliance with the permitted design. These services must be continued and extended to meet the revised completion of the RCF. The current contract value is \$27,450,934 and completion date is July 31, 2011. Procurement of Walker was done in the fall of 2001 following Category C procedures and requirements and included design support during construction.

### **Shen Consulting, Inc. P-0315881a:**

Shen provides project management support for the RCF program and the four main projects: the RCF, the Bus Maintenance Facility (BMF), the Off-Site Roadway Improvements (ORI), and Main Terminal Improvements (MTI) to support the consolidated busing operation. The project management team includes a combination of Port staff and consultant resources provided by Shen. The initial and current contract value is \$4,000,000 and the contract expires December 31, 2011. To date \$2,433,195.08 of the contract value has been committed by Service Directives. In order to support this program through completion (currently scheduled for March 2012) continued project management resources are required. Shen was selected through a competitive procurement process in late 2008.

### **Jacobs Engineering Group P-00315964:**

Jacobs provides program controls for the RCF program as supported through the Aviation Project Management Group controls team that provides budget/cost controls, cost estimating and scheduling services. The program controls team includes a combination of Port staff and consultant resources provided by Jacobs. The initial and current contract value is \$5,765,000 and the contract, with a discretionary additional one year extension, expires February 2012. To date \$3,115,002.00 of the contract value has been committed by Service Directives. In order to support the RCF program through completion (currently scheduled for March 2012) and an additional one year extension (February 2013) is estimated for continued program controls resources to close out the program. Jacobs was selected through a competitive procurement process in early 2009.

## **SCOPE OF WORK AND SCHEDULE:**

The continued scope of services for the three separate service agreements are included in this request is described separately below.

### **Walker Parking Consultants:**

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The following major scope elements to be continued for completion of the RCF include, but are not limited to:

- Responding to Requests for Information;
- Reviewing project submittals;
- Preparing Design Change notices ;
- Reviewing shop drawing submittals;
- Performing site visits;
- Reviewing construction non-compliance and quality issues;
- Provide special review and site inspection as necessary.

### **Shen Consulting, Inc.:**

The following major scope elements to be continued for completion of the RCF program include, but are not limited to:

- Management of the RCF program;
- Management of the RCF project, including the tenant improvements and activation;
- Coordination of the utility requirements for the RCF Program including the RCF, BMF and ORI;
- Coordination of the LEED © certification requirements for the RCF and BMF;
- Management of the MTI project to support the consolidated busing operation.

### **Jacobs Engineering Group:**

The major scope elements to be continued for completion of the RCF program and close out include, but are not limited to program controls management, cost management, cost estimating and scheduling services.

## **PREVIOUS COMMISSION ACTION:**

The following list of previous Commission actions includes only those related to facility design and construction authorizations.

- November 9, 2004, the Commission authorized \$18,675,000 for the completion of facility design for the Consolidated Rental Car Facility, and for procurement of a General Contractor/Construction Manager for the delivery of the project.
- February 27, 2007, the Commission authorized \$9,210,183, including \$6,460,183 in additional design funding for the RCF program and \$2,750,000 for preconstruction services and for demolition of buildings on the Consolidated Rental Car Facility site.

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- May 13, 2008, the Commission authorized 1) \$3,574,300 in additional design funds for the RCF program, 2) the award of the General Contractor/Construction Manager contract to Turner Construction Company and \$286,500,000 for the construction of the Consolidated Rental Car Facility, and 3) the execution of a change order in the amount of \$1,606,710 for additional construction staff and logistics facilities.
- December 15, 2008, the Commission authorized to suspend most work under the contract for construction of the Consolidated Rental Car Facility (CRCF) for an indefinite period, not to exceed one year.
- December 15, 2008, the Commission authorized the execution of service agreements for project management, project controls, and commissioning for the RCF program and project controls for the Aviation services.
- June 30, 2009, the Commission 1) lifted the suspension and restarted the entire RCF program, 2) authorized \$591,670 in additional design funds for the Bus Maintenance Facility and ORI projects, 3) authorized \$27,826,000 in additional construction funds for the Consolidated Rental Car Facility, 4) authorized multiple change orders for a not to exceed value of \$16,800,000 and up to 260 calendar days for the construction of the Consolidated Rental Car Facility, and 5) revised the Commission notification requirements for change orders for the Consolidated Rental Car Facility.