



BOARD OF COMMISSIONERS MEETING AGENDA

Date: May 16, 2023

Time: 8:30AM – 10:00AM

1. CALL TO ORDER

2. AGENDA REVIEW

3. CHAIRPERSON'S COMMENTS

4. FULL DISCUSSION / ACTION ITEMS

- a. Resolution No. 23-32, Contract Modification Seattle Terminal Alternatives Analysis 1
- b. Resolution No. 23-33, Contract Award - Ruth Haines Roadway Construction 4
- c. Presentation - Port Orchard Transit Center Study – Public Outreach
- d. Presentation - Ferry Maintenance Facility Planning Study Update
- e. Policy Discussion – Fare Elimination/Reduction

5. EXECUTIVE DIRECTOR ITEMS

6. PUBLIC COMMENTS

Please state your name for the record. You will have 3 minutes to address the Board.

7. FOR THE GOOD OF THE ORDER: Transit Board members' comments

8. ADJOURN

Agendas and Board Packets are available online at www.kitsaptransit.com and available in large-print format upon request. If you will need accessibility accommodations for this public meeting, please contact the Clerk of the Board at (360) 478-6230 or via email at JacquelynB@kitsaptransit.com by noon on the Wednesday before the meeting.



Board of Commissioners Agenda Summary

Meeting Date: 05/16/2023

AGENDA ITEM: Resolution No. 23-32 - Modify Contract KT 20-670

SUBMITTED BY: Steffani Lillie

TITLE: Service & Capital Development Director

DEPARTMENT: Capital

EXHIBITS/ATTACHMENTS: Resolution No. 23-32



BUDGETARY IMPACT *(if applicable)*

BUDGETED AMOUNT: \$ 0.00

EXPENDITURE REQUIRED: \$ 39,045.00

FUNDING SOURCE: Capital

REVIEWED BY: Executive Director

REVIEWED DATE: 05/09/2023

SUMMARY STATEMENT:

Due to ongoing coordination with the FTA regarding the environmental process and review, the delivery of the finalized summary of preliminary site screening and evaluation report has been delayed. In addition, the FTA has requested that KT consider a third site to evaluate in the NEPA process. This will require additional effort and analysis by KPFF Consulting Engineers.

RECOMMENDED ACTION/MOTION:

MOTION: Move to adopt Resolution No. 23-32, authorizing staff to modify the Seattle Terminal Alternatives Analysis Contract KT 20-670 for additional effort in the amount of thirty-nine thousand dollars (\$39,045), which increases KPFF Consulting Engineers' contract to four hundred ten thousand two hundred ninety-eight dollars (\$410,298) and resets the Executive Director's authority to approve future change orders up to ten percent (10%) of the new contract total.

RESOLUTION NO. 23-32

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS AUTHORIZING STAFF TO ISSUE A CONTRACT MODIFICATION FOR ADDITIONAL EFFORT TO KPFF CONSULTING ENGINEERS FOR THE SEATTLE TERMINAL ALTERNATIVES ANALYSIS CONTRACT KT 20-670

WHEREAS, at its regular meeting on June 2, 2020, the Board approved Resolution 20-32, authorizing staff to award a contract to KPFF Consulting Engineers for the Seattle Terminal Alternatives Analysis; and

WHEREAS, KPFF Consulting Engineers has completed their contracted tasks, including identifying alternative locations, creating the initial site evaluation criteria and the alternative site evaluation matrix, identifying sites for further analysis, supporting outreach activities and developing the site evaluation report; and

WHEREAS, ongoing coordination with the Federal Transit Administration (FTA) regarding the environmental process and review has delayed delivery of the finalized summary of preliminary site screening and evaluation report; and

WHEREAS, the FTA has asked KT to consider identifying a third alternative to evaluate in the NEPA process; and

WHEREAS, ridership analysis will be revised to reflect current and planned waterfront projects; and

WHEREAS, additional effort is needed to complete the additional analysis and revisions to the summary of preliminary site screening and evaluation report; and

WHEREAS, staff has completed a cost analysis and considers KPFF Consulting Engineers' cost proposal to be fair and reasonable in the amount of thirty-nine thousand dollars (\$39,000); and

WHEREAS, this project was included in the approved 2023 Capital Budget Transit Fund; and

WHEREAS, it is KT's policy to seek Board approval in the event the cumulative cost of the change exceeds ten percent (10%) of the authorized contract, reauthorization of the contract must be received in accordance with the Signature Authority policy.

NOW THEREFORE, BE IT RESOLVED the Board of Commissioners hereby authorizes staff to modify the Seattle Terminal Alternatives Analysis Contract KT 20-670 for additional effort in the amount of thirty-nine thousand dollars (\$39,000), which increases KPFF Consulting Engineer's contract to four hundred ten thousand two hundred ninety-eight dollars (\$410,298) and resets the Executive Director's authority to approve future change orders up to ten percent (10%) of the new contract total.

ADOPTED by the Board of Commissioners of Kitsap Transit at a regular meeting held on the 16th day of May, 2023.

Rebecca Erickson, Chairperson

ATTEST:

Jackie Bidon
Interim Clerk of the Board



Board of Commissioners Agenda Summary

Meeting Date: 05/16/2023

AGENDA ITEM: Resolution No. 23-33 Ruth Haines Roadway Construction

SUBMITTED BY: Steffani Lillie

TITLE: Service & Capital Development Director

DEPARTMENT: Capital

EXHIBITS/ATTACHMENTS: Resolution No. 23-33



BUDGETARY IMPACT *(if applicable)*

BUDGETED AMOUNT: \$ 1,217,831.00

EXPENDITURE REQUIRED: \$ 1,149,668.81

FUNDING SOURCE: Capital

REVIEWED BY: Executive Director

REVIEWED DATE: 04/24/2023

SUMMARY STATEMENT:

On March 28, 2023, staff publicly advertised Invitation for Bids (IFB) KT 23-815 for the Ruth Haines Roadway Construction Project. Staff received nine (9) bids and Marwood General Construction was the lowest responsive and responsible bidder in the amount of one million one hundred forty-nine thousand six hundred sixty-eight dollars and eighty-one cents (\$1,149,668.81).

RECOMMENDED ACTION/MOTION:

MOTION: Move to adopt Resolution No. 23-33, authorize staff to award a contract to Marwood General Construction for the Ruth Haines Construction Project in the amount of one million one hundred forty-nine thousand six hundred sixty-eight dollars and eighty-one cents (\$1,149,668.81).

RESOLUTION NO. 23-33

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS
AUTHORIZING STAFF TO AWARD A CONTRACT TO MARWOOD GENERAL
CONSTRUCTION FOR THE RUTH HAINES ROADWAY CONSTRUCTION
PROJECT

WHEREAS, at its regular meeting on February 1, 2022, the Board approved Resolution 22-15 authorizing staff to award the Ruth Haines Roadway Design Project; and

WHEREAS, the design work was nearly completed and in an effort to streamline and expedited the procurement process, staff presented the project for Board approval; and

WHEREAS, on October 4, 2022, the Board approved Resolution No. 22-62 authorizing staff to advertise and seek bids for the Ruth Haines Road Construction Project from the fourth quarter of 2022 procurement list; and

WHEREAS, the design scope of work for the Ruth Haines Roadway Design Project is completed; and

WHEREAS, on March 28, 2023, staff publicly advertised Invitation for Bids (IFB) KT 23-815 for the Ruth Haines Roadway Construction Project in accordance with plans and specifications developed by licensed engineers and Kitsap Transit; and

WHEREAS, the project consists of constructing a new roadway that will be known as Ruth Haines Street, this roadway will be used to connect Viking Avenue with Vetter Road Northwest; and

WHEREAS, on April 17, 2023, staff received nine (9) bids and Marwood General Construction was the lowest responsive and responsible bidder in the amount of one million one hundred forty-nine thousand six hundred sixty-eight dollars and eighty-one cents (\$1,149,668.81); and

WHEREAS, staff conducted a price analysis and has determined the bid pricing received from Marwood General Construction to be fair and reasonable; and

WHEREAS, this project was included in the approved 2023 Capital Budget – Transit Fund.

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners hereby authorize staff to award a contract to Marwood General Construction for the Ruth Haines Construction Project in the amount of one million one hundred forty-nine thousand six hundred sixty-eight dollars and eighty-one cents (\$1,149,668.81).

ADOPTED by the Kitsap Transit Board of Commissioners at a regular meeting held on the 16th day of May 2023.

Rebecca Erickson, Chairperson

ATTEST:

Jackie Bidon,
Interim Clerk of the Board