



Snohomish County Council

Legislation Text

File #: 2023-1295, Version: 1

Executive/Council Action Form (ECAF)

ITEM TITLE:

Motion 23-468, authorizing the Snohomish County Executive to execute a contract amendment for additional services for RFP 23-047RB with Transportation Demand Management, LLC at Snohomish County Airport

DEPARTMENT: Airport

ORIGINATOR: Kevin Latschaw

EXECUTIVE RECOMMENDATION: A. Bounjaktha 10/19/23

PURPOSE: To increase the contract funding limit with Transportation Demand Management, LLC (Starline) due to contract extension to November 30, 2023.

BACKGROUND:

- Snohomish County Airport (the Airport) contracted with Transportation Demand Management, LLC (Starline) on July 14, 2023 pursuant to RFP 23-047RB to provide temporary passenger busing services to support the airport terminal operation during the Airport’s terminal apron reconstruction project.
- The terminal apron project was originally scheduled to be substantially complete by the 1st week of October 2023, at which time the busing services would no longer be needed.
- The original Starline contract funding amount of \$220,000 and duration was sufficient to provide the needed services for this schedule.
- On October 1st, the passenger terminal increased its daily operations, requiring additional busing services to be available on certain days.
- Amendment 1 increased the contract by 20%, or \$44,000, to account for the additional services required in October.
- Currently, the terminal apron project is not expected to be substantially complete until the month of November, requiring an extension of the duration of passenger busing services, which extension period is already provided in the contract.
- The Airport has provided written notice to Starline for an extension to November 30, 2023, per the contract terms.
- Amendment 2 provides additional compensation of \$88,000 to accommodate the additional duration and level of terminal passenger service during that time.

FISCAL IMPLICATIONS:

EXPEND: FUND, AGY, ORG, ACTY, OBJ, AU	CURRENT YR	2ND YR	1ST 6 YRS
410.521680.4101 - Professional Services	\$88,000	\$0	\$88,000

TOTAL	\$88,000	\$0	\$88,000

REVENUE: FUND, AGY, ORG, REV, SOURCE	CURRENT YR	2ND YR	1ST 6 YRS
410.621680.0800 - Fund Balance	\$88,000	\$0	\$88,000
TOTAL	\$88,000	\$0	\$88,000

DEPARTMENT FISCAL IMPACT NOTES: Click or tap here to enter text.

CONTRACT INFORMATION:

ORIGINAL	CONTRACT#	RFP 23-047RB	AMOUNT	NTE \$220,000	
AMEND No. 1	CONTRACT#	RFP 23-047RB	AMOUNT	NTE \$264,000	
AMEND No. 2	X	CONTRACT#	RFP 23-047RB	AMOUNT	NTE \$352,000

Contract Period

ORIGINAL	START	7/14/23	END	10/31/2023
AMEND No. 1	START	7/14/23	END	10/31/2023
AMEND No. 2	START	7/14/23	END	11/30/2023

OTHER DEPARTMENTAL REVIEW/COMMENTS: Reviewed/approved by: Risk Management (Sheila Barker 10/18/23), Finance (Nathan Kennedy 10/18/23), and Prosecuting Attorney as to form (Michelle Corsi 10/19/23)