

**METRO Gold Line Executive Change Control Board (ECCB)
Meeting Agenda**

April 23, 2025, 9:30 AM – 10:00 AM

Time/Location: Gold Line Project Office – Large Conference Room

Metro Square, 121 7th Place East, Suite 102, St. Paul, MN 55101

Discussion Topics

1. Welcome/Announcements
2. Action Items
 - a. 2025-ECCB-01: Approve August 28, 2024, Meeting Minutes
 - b. 2025-ECCB-02: Approval for the use of project contingency for the METRO Gold Line BRT for a Change Order to Civil Contract #21P320 with Ames Construction for Downtown Saint Paul Restoration.
 - c. 2025-ECCB-03: Approval for the use of project contingency for the METRO Gold Line BRT for a Change Order to Civil Contract #21P320 with Ames Construction for Wilson Alley Restoration.
3. Gold Line Project Update
4. Next meeting – May 28, 2025
5. Adjourn

**METRO Gold Line Executive Change Control Board (ECCB)
Meeting Agenda
August 28, 2024**

Gold Line Project Office
Metro Square, 121 7th Place East, Suite 102, St. Paul, MN 55101

CALL TO ORDER

Commissioner Karwoski called to order the Executive Change Control Board (ECCB) meeting at 9:30 a.m.

MEMBERS PRESENT: Stan Karwoski – Washington County Commissioner
Michelle Clasen – Washington County Commissioner
Rafael Ortega - Ramsey County Commissioner, ECCB Vice Chair
Victoria Reinhardt – Ramsey County Commissioner

MEMBERS ABSENT:

OTHERS PRESENT: Alicia Vap, Morgan Abbott, Steve Barrett, Mike Roger, John Ristad, Sara Allen,
Lyssa Leitner, Steve Schwahn, Laura Bishop

DISCUSSION TOPICS

1. WELCOME/ANNOUNCEMENTS

Commissioner Karwoski welcomed everyone to an in-person meeting of the board. He provided an overview of the ECCB purpose and guidelines. Quorum was met. He shared the two agenda items present for the day.

2. ACTION ITEMS

- a. **2024-ECCB-04:** Approve April 24, 2024, Meeting Minutes
Commissioner Karwoski asked for a correction: the minutes list Chair Zelle as absent, but then lists Chair Zelle as opening the meeting. Commissioner Clasen made a motion to approve draft minutes, pending correction, from the April 24, 2024 meeting, seconded by Commissioner Ortega. **Motion carried.**

2024-ECCB-09: Approval for the use of project contingency for the METRO Gold Line BRT for Change Order 144 to Civil Contract #21P320 with Ames Construction for Heat Trace in an amount not to exceed \$320,000.

Commissioner Clasen made a motion to approve, seconded by Commissioner Reinhardt. **Motion carried.**

QUESTIONS SOLICITED.

Commissioner Clasen asked for clarification on station number. Steve Barrett confirmed there are 19 stations that would utilize the Heat Trace.

Commissioner Karwoski spoke to the quality control of station construction. Commissioner Karwoski asked about melted water mitigation, so that it does not pool on the roof for example. Downspouts are discussed by Steve Barrett and Commissioner Karwoski.

Board Member Chai Lee asked if the same Heat Trace was used on the Green and Blue Lines. Alicia Vap speaks that while the Heat Traces were installed, several locations were elected not to be used and were manually over ridden, resulting in damage to those stations. That mistake will not be repeated. Several stations have been retrofitted since.

Commissioner Karwoski asked if the Heat Trace could be linked to the Overhead Heating device. Steve Barrett explained that the Overhead Heating is activated by motion sensor or push button, while the Heat Trace would need to be utilized more frequently/even when passengers are not present.

Commissioner Reinhardt asked if there are sensors to activate the Heat Sinks at 30 degrees, why did some of them not activate in previous years. Alicia Vap says a decision was made to manually over ride those particular stations, but that it lead to damage to the station due to extreme cold weather. That policy has been revised and will not be a concern going forward.

NEXT MEETING – SEPTEMBER 25, 2024, AS NEEDED

ADJOURNMENT

Business completed; Commissioner Karwoski adjourned the meeting at 9:44 AM.

Laura Bishop, Recording Secretary

Executive Change Control Board

For the ECCB Meeting: April 23, 2025

Subject:	Approval for the use of project contingency for the METRO Gold Line BRT for a Change Order to Civil Contract #21P320 with Ames Construction for Downtown Saint Paul Restoration.
Staff Prepared/Presented:	Steve Barrett, Gold Line Construction Manager

Proposed Board Action

Approval for the use of project contingency for the METRO Gold Line BRT for a Change Order to Civil Contract #21P320 with Ames Construction for Downtown Saint Paul Restoration in an amount not to exceed \$450,000.

Resolution

BE IT RESOLVED that the Executive Change Control Board hereby approves the use of contingency funds in an amount not to exceed \$450,000 as needed for the Downtown Saint Paul Restoration Change Order under Gold Line Civil Construction Contract #21P230 with Ames Construction is APPROVED.

Background

The Gold Line Civil Construction Contract was executed on July 18, 2022, with Ames Construction for an original contract amount of \$247,954,229.63. The contract's substantial completion date was October 25, 2024.

This contract included the construction of twenty-nine station platforms along the Gold Line route, with nine being located downtown Saint Paul. The BRT stations are connected by two runs of fiber optic cable providing primary and secondary connectivity to support performance and payment systems. Multiple obstacles were encountered during construction of the downtown portion of this systems work, including undocumented areaways obstructing the proposed route. Both the Council oversight and contracting teams worked extensively during construction to problem solve and choose alternate routing as obstacles arose. Often this involved additional work in the street, impacting traffic and requiring more utility exposures and surface restoration. While the work performed was well-documented, the Council and Contractor are currently working through discussion and negotiation as to the exact amount of added scope and extra cost versus what the original contract covered.

The cost of this change order will be a negotiated lump sum. The Council is currently negotiating the scope of the change order with the construction contractor. As the details of the added scope associated with this change order is worked through, the Council will perform an independent cost estimate. The-not-to exceed \$450,000 is a conservative estimate and the final negotiated amount is anticipated to be less than the not-to-exceed amount.

This change order has been discussed with county staff at the project's weekly change order meetings.

Budget Summary

Contingency Use Summary		
<i>FTA Contingency Hold Point at Revenue Service</i>	<i>\$5,053,000</i>	<i>1%</i>
Total Contingency before proposed actions	\$38,601,309	7.64%
Total Contingency after proposed action 2025-ECCB-02, Change Order to the Civil Contract #21P320 with Ames Construction for Downtown Saint Paul Restoration.	\$450,000	0.09%
Total Contingency after proposed actions 2025-ECCB-02 and 2025-ECCB-03	\$37,751,309	7.47%

ECCB Guiding Principles:

Section 3.0.B. of the ECCB Operating Procedures provides that when considering the use of contingency funds, the ECCB may consider relevant factors, including but not limited to:

- Known and potential project costs or schedule risks
- Safety
- Operational reliability
- Current circumstances
- The potential need for contingency funds to complete the project
- The amount of remaining contingency and known or potential competing demands for the funds

The following summarizes the impacts of the proposed use of contingency in the amount of \$450,000 for the Downtown Saint Paul Restoration Change Order, considering the above factors:

- Known and potential project costs or schedule risks.** This action item is to approve the change order. The scope of the remaining work is estimated not to exceed \$450,000. No known or potential schedule risk has been identified. The remaining work is a conservative estimate and is not anticipated to exceed the do not exceed amount of \$450,000.
- Safety.** The identified work connects the stations via fiber to the network, so real time signage, , emergency telephones, and cameras can be connected and operational. These items are identified as safety and security enhanced elements of the platforms.
- Operational Reliability.** The identified work connects the stations via fiber to the network, so real time signage, fare payment, emergency telephones, and cameras can be connected and operational. These items provide information, increase efficiency and security to the platform and provide operational reliability.
- Current circumstances.** Unknown conflicts were discovered during construction and in-field modifications were needed and agreed upon by project staff to complete the work. The project office and the contractor are negotiating the scope and fee of the additional work.
- The potential need for contingency funds to complete the project.** At this stage of the project (revenue service), FTA recommends that the project budget include total contingency funds equaling 1% of the project budget to mitigate future risk. The contingency use of this contract will change the total project contingency to 7.47% remaining contingency. Therefore, we believe there is sufficient contingency to complete this work.
- The amount of remaining contingency and known or potential competing demands for the funds.** There is one remaining consultant contract to go out for bid in 2027 that is a risk to contingency, to finalize the Before and After Study. No other anticipated uses of unallocated contingency are known at this time. Ten percent of the construction contract totals have

committed allocated contingency and are reserved for changes which are processed through construction change orders. All change orders are subject to the change order approval process.

- g. **Other factors.** Project staff are continuing to participate in a monthly risk management process, continuing to keep close track of change orders through weekly change order meetings, meeting monthly with county financial staff, and continuing to monitor active contracts on a monthly basis.

Recommendation: Council and County staff recommend that the ECCB approve the use of project contingency for the METRO Gold Line BRT for a Change Order to Civil Contract #21P320 with Ames Construction for Downtown Saint Paul Restoration in an amount not to exceed \$450,000 is APPROVED.

Executive Change Control Board

For the ECCB Meeting: April 23, 2025

Subject:	Approval for the use of project contingency for the METRO Gold Line BRT for a Change Order to Civil Contract #21P320 with Ames Construction for Wilson Alley Restoration.
Staff Prepared/Presented:	Steve Barrett, Gold Line Construction Manager

Proposed Board Action

Approval for the use of project contingency for the METRO Gold Line BRT for a Change Order to Civil Contract #21P320 with Ames Construction for Wilson Alley Restoration in an amount not to exceed \$400,000.

Resolution

BE IT RESOLVED that the Executive Change Control Board hereby approves the use of contingency funds in an amount not to exceed \$400,000 as needed for the Wilson Alley Restoration Change Order under Gold Line Civil Construction Contract #21P230 with Ames Construction is APPROVED.

Background

The Gold Line Civil Construction Contract was executed on July 18, 2022, with Ames Construction for an original contract amount of \$247,954,229.63. The contract's substantial completion date was October 25, 2024.

This contract included the construction of a pond west of Johnson Parkway in St. Paul to meet stormwater requirements. This land was a vacant lot owned by the City of St. Paul. The pond abuts a residential alley that provides access to ten single family homes on Wilson Avenue. The alley is currently gravel-surfaced with a rural design which means there are no curbs or gutters. The rural design directs alley runoff directly overland to the pond. During construction of the pond in 2023, the proximity of the new pond to the edge of the ally and concerns about its side slopes and potential difficulties for vehicles using the alley were raised by the residents through St Paul staff and City Council members. After many meetings and design review, alley improvements to address these concerns have been agreed to by St. Paul and Gold Line staff. This change order provides for drainage, asphalt pavement, and related work.

The planned alley improvements are designed with minimal excavation in order to minimize the risk of encountering asbestos-contaminated soil. This is a known risk in this area and the Council's environmental consultant will be onsite during construction observing for asbestos contamination. If asbestos-contaminated soil is encountered, work will stop and an additional change order will be initiated for the added scope of handling asbestos.

The cost of this change order will be a negotiated lump sum. The Council is currently finalizing negotiations with the construction contractor. An independent cost estimate was done by the Council. The-not-to exceed \$400,000 is a conservative estimate and

the final negotiated amount is anticipated to be less than the not-to-exceed amount.

This change order has been discussed with county staff at the project's weekly change order meetings.

Budget Summary

Contingency Use Summary		
<i>FTA Contingency Hold Point at Revenue Service</i>	<i>\$5,053,000</i>	<i>1%</i>
Total Contingency before proposed actions	\$38,601,309	7.64%
Total Contingency after proposed action 2025-ECCB-03, Change Order to the Civil Contract #21P320 with Ames Construction for Wilson Alley Restoration.	\$400,000	0.08%
Total Contingency after proposed actions 2025-ECCB-02 and 2025-ECCB-03	\$37,751,309	7.47%

ECCB Guiding Principles:

Section 3.0.B. of the ECCB Operating Procedures provides that when considering the use of contingency funds, the ECCB may consider relevant factors, including but not limited to:

- Known and potential project costs or schedule risks
- Safety
- Operational reliability
- Current circumstances
- The potential need for contingency funds to complete the project
- The amount of remaining contingency and known or potential competing demands for the funds

The following summarizes the impacts of the proposed use of contingency in the amount of \$400,000 for the Wilson Alley Restoration Change Order, considering the above factors:

- Known and potential project costs or schedule risks.** This action item is to approve the change order. The scope of the remaining work is estimated not to exceed \$400,000. No known or potential schedule risk has been identified. The remaining work is a conservative estimate and is not anticipated to exceed the do not exceed amount of \$400,000.
- Safety.** These improvements will reduce standing water on the alley, which is a hazard to adjacent property owners. Standing water impacts access to their properties, where at times the alley is unusable due to heavy rainfall and snowmelt preventing vehicles, including trash and waste retrieval trucks, to safely access their properties due to mud.
- Operational Reliability.** The improvements to the alley will reduce sediment entering into the pond, which could impact the frequency of needed maintenance to ensure the pond functions as designed.
- Current circumstances.** The project is working with the City of Saint Paul to address drainage concerns with Wilson Alley. The work will prevent sediment from entering the pond, as well as address safety and drainage concerns within the alley.
- The potential need for contingency funds to complete the project.** At this stage of the project (revenue service), FTA recommends that the project budget include total contingency funds equaling 1% of the project budget to mitigate future risk. The contingency use of this

contract will change the total project contingency to 7.47% remaining contingency. Therefore, we believe there is sufficient contingency to complete this work.

- f. **The amount of remaining contingency and known or potential competing demands for the funds.** There is one remaining consultant contract to go out for bid in 2027 that is a risk to contingency, to finalize the Before and After Study which may require unallocated contingency. No other anticipated uses of unallocated contingency are known at this time. Ten percent of the construction contract totals have committed allocated contingency and are reserved for changes which are processed through construction change orders. All change orders are subject to the change order approval process.
- g. **Other factors.** Project staff are continuing to participate in a monthly risk management process, continuing to keep close track of change orders through weekly change order meetings, meeting monthly with county financial staff, and continuing to monitor active contracts on a monthly basis.

Recommendation: Council and County staff recommend that the ECCB approve the use of project contingency for the METRO Gold Line BRT for Change Order to Civil Contract #21P320 with Ames Construction for the Wilson Ally Restoration in an amount not to exceed \$400,000 is APPROVED.