

**Sound Transit
Finance Committee
Meeting Highlights**

June 18, 1998

Call to Order

12:10 by Committee Chair Greg Nickels.

Attendance

(P) Greg Nickels, Chair	(P) Paul Miller
(P) Mary Gates	(A) Sid Morrison
(P) Ed Hansen	(P) Cynthia Sullivan
(P) Rob McKenna	

Report of the Chair

None

Report of the Chair

Mr. Nickels stated that following today's executive session the Committee intended to come back into public session and take action to make a decision on a long-term headquarters location for Sound Transit.

Finance Director Report

Ms. Hendrickson stated that a contract amendment of just under \$200,000 with Bravo and Associates, for consulting services, would ordinarily be brought before the Finance Committee. Due to the cancellation of the July 2, 1998 Finance Committee Meeting staff is asking for this amendment to go directly to the July 9, 1998 Board meeting.

Committee members agreed to move the amendment to the full Board on July 9, 1998.

Ms. Hendrickson outlined the Monthly Financial Report (copy on file). She stated that staff is busy working on the format as well as the reporting systems in order to bring to the Finance Committee more readable reports of progress and hopes to have that ready in approximately 30 days.

Mr. Bob White, ST Executive Director, stated that one of the largest deviations of the budget is in regards to ST staffing, which is taking longer than projected.

Mr. Miller requested a column in the Monthly Financial Report for year-to-date budget, which would allow a direct comparison of year-to-date expenses.

Resolution No. R98-32 - Authorizing the Executive Director to execute an agreement with Washington State Department of Transportation for the preparation of the design files for the Downtown Bellevue HOV Direct Access Project for an amount not to exceed \$3,191,913 and to execute a supplement to the agreement in the amount of \$5,350,000 for right-of-way acquisition for

NE 2nd Street extension subsequent to the Board of Directors' approval of a cost sharing agreement with the City of Bellevue

Contact: Agnes Govern, Regional Express Director at 684-1673

Ms. Govern outlined the Background and Comments for Resolution No. R98-32 (copy on file) and stated that staff is asking for this critical path component to keep the project on schedule for construction beginning in 2000.

Committee members discussed cost issues for the design process in Resolution No. R98-32.

It was moved by Mr. McKenna, seconded by Paul Miller and carried by the unanimous vote of all committee members present that Resolution No. R98-32 be forwarded to the full Board with a do-pass recommendation.

Resolution No. 98-34 - Authorizing the Executive Director to execute a contract with the Gillig Corporation for the purchase of up to seventy 40' buses with the opportunity to purchase an additional twenty 40' buses, provided that the initial purchase of seventy buses does not exceed \$25 million, including taxes and \$1.5 million for spare parts

Contact: Agnes Govern, Regional Express Director at 684-1673

Ms. Govern outlined the Background and Comments for Resolution No. R98-34 (copy on file) and highlighted changes to the King County Metro bus specifications. She stated that, based on Board discussion on the New Flyer procurement, there is an addition of air conditioning as part of this procurement. In addition, parcel racks and reading lamps have been added.

Committee members asked that a breakdown of the cost of the 70 buses and how it compares to the budget be available for the June 25, 1998 Board meeting.

It was moved by Ms. Gates, seconded by Mr. Hansen and carried by the unanimous vote of all committee members present that Resolution No. R98-34 be forwarded to the full Board with a do-pass recommendation.

Motion No. M98-45 - Authorizing the Executive Director to execute a contract for Acquisition and Relocation services with David Evans and Associates, Inc., for an initial term of two (2) years with the option to renew for three (3) additional one-year terms, for a total award not to exceed Three Million Dollars (\$3,000,000)

Contact: Larry Ellington, Property Agent at 689-7442

Mr. Ellington gave the Background and Comments for Motion No. M98-45 (copy on file). He stated that staff felt very comfortable with this selection after three firms had submitted competitive bids. He said that staff sought, and it was a criteria of the selection committee, to look at firms located throughout the region. David Evans and Associates has its main office in Bellevue with a smaller office in Fife. The sub-consultant groups involved in this work are from throughout the region. He also stated that the contract is expected to be an hourly-based contract for services, given the uncertainty of the amount of effort required for individual negotiations.

It was moved by Mr. McKenna, seconded by Ms. Gates and carried by the unanimous vote of all committee members that Motion No. M98-45 be adopted as presented.

Motion No. M98-46 - Authorizing the Executive Director to execute a contract for Environmental Assessment Services with Shannon & Wilson Inc., for an initial term of two (2) years with the option to renew for three (3) additional one-year terms, for a total award not to exceed One Million Dollars (\$1,000,000)

Contact: Larry Ellington, Property Agent at 689-7442

Mr. Ellington outlined the Background and Comments for Motion No. 98-46 (copy on file).

Committee members asked staff to provide detailed reports and a thorough review of the EA process outlined in the motion.

It was moved by Mr. Miller, seconded by Ms. Gates and carried by the unanimous vote of all committee members present that Motion No. M98-46 be adopted as presented.

Motion No. M98-47 - Authorizing the Executive Director to execute a contract for Appraisal Review Services with Greenleaf Valuation Group, Inc. (GLV), for an initial term of one (1) year with an option to renew for three (3) additional one-year terms, for a total award not to exceed Three Hundred Fifty Thousand Dollars (\$350,000)

Contact: Larry Ellington, Property Agent at 689-7442

Mr. Ellington gave the Background and Comments for Motion No. M98-47 (copy on file) and stated that the one year contract dovetails with the appraisal services contract that was awarded in May, however, there are options to extend beyond the initial one year.

It was moved by Ms. Gates, seconded by Mr. McKenna and carried by the unanimous vote of all committee members present that Motion No. M98-47 be adopted as presented.

Motion No. M98-44 - Authorizing the Executive Director to execute a contract for consultant services for federal government relations to Denny Miller Associates for an amount not to exceed \$149,000 for the period July 1, 1998 through June 30, 1999, with the provision for three one-year extensions and a contract maximum of \$633,000

Contact: Sheila Dezarn, Government Relations Manager at 684-1730

Ms. Dezarn outlined the Background and Comments for Motion No. M98-44 (copy on file).

Committee members discussed a need for check-points to review whether we are receiving the federal funding that we need to meet our budget and stay on schedule.

Mr. Bob White, ST Executive Director stated that staff would work on a performance evaluation for Denny Miller Associates and bring it back to the Finance Committee and the Public and Government Affairs

Committee. He also stated that the Chair of the Public and Government Affairs Committee is cognizant of the need to evaluate and provide feedback on the performance.

It was moved by Mr. Miller and agreed to by all committee members present that Motion No. M9844 be held over to the next Finance Committee meeting.

Resolution No. R98-33 - Authorizing the Executive Director to execute a project level agreement with King County for specific services in support of the Link Light Rail program, the Sounder Commuter Rail Program, and the Regional Express bus program

Contact: Agnes Govern, Regional Express Director at 684-1673

Ms. Govern outlined the Background and Comments for Resolution No. R98-33 (copy on file).

It was moved by Mr. Miller and carried by the unanimous vote of all committee members present that Resolution No. R98-33 be adopted as presented.

Executive Session to discuss negotiations on long-term headquarters location

The Committee recessed into an executive session to discuss the long-term headquarters location at 1:35 p.m. The meeting was resumed at 1:50 p.m.

Motion No. M98-50 – authorizing the Executive Director to terminate an existing lease with Comcore Holdings for office space at 1100 Second Avenue in Seattle, Washington

Mr. Nickels provided background information for Resolution No. R98-50 (copy on file).

It was moved by Mr. Miller seconded by Ms. Sullivan and carried by the unanimous vote of all Committee members present that Motion No. M98-50 be adopted as presented.

Motion No. M98-51 – Authorizing the Executive Director to execute a Purchase and Sale Agreement with USA, L.L.C. to acquire rehabilitated Union Station, an historic structure, for Sound Transit headquarters, for a total project cost not to exceed \$23,515,309

Mr. Nickels Provided the Background and Comments for Motion No. M98-51 (copy on file).

It was moved by Mr. Miller, seconded by Ms. Gates and carried by a unanimous vote of all committee members present that Motion No. M98-51 be adopted as presented.

Information Items

Mr. Nickels stated that the 1999 Budget Schedule, the Sound Move Economic Impact Studies, and the Regional Express Capital Project Risk Analysis would be carried over to a future meeting.

Other Business

As there was no other business, the Finance Committee was adjourned at 2:00 p.m.

Next Meeting

Thursday, July 16, 1998 from 12:00 to 2:00 p.m. at the King County Courthouse 10th Floor SW Conference Room, 516 Third Avenue, Seattle, WA.

These highlights are for informational purposes only.
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