

**Sound Transit
Finance Committee Summary Minutes**

April 18, 2002

Call to Order

Chair Kevin Phelps called the meeting to order at 12:10 p.m.

Attendance

(P) Kevin Phelps, Chair	(P) Richard McIver
(P) Jack Crawford, Vice Chair	(P) Chuck Mosher
(P) Dave Enslow	(P) Greg Nickels
(P) Mary Gates	(P) Dwight Pelz
(A) Ed Hansen	

Report of the Chair

None.

Chief Financial Officer's Report

Mr. Hugh Simpson, Chief Financial Officer, presented a draft agenda for the Audit and Reporting Subcommittee. The committee meeting has been rescheduled for May 16, 2002.

Mr. Brian McCartan, Budget Manager, presented a discussion on the agency cost allocation model and recommended revisions to the agency's budget policies.

Mr. Phelps asked that staff get materials on changes to budget policies to members for their review, and asked for briefings.

Mr. Simpson added that staff would be incorporating the long-term allocation model into the budget policies as well.

M/W/DBE – Small Business Participation Briefing

Mr. Alec Stephens, Diversity Program Manager, and Ms. Joann Francis, Chief Administrative Officer, presented a discussion on the agency's M/W/DBE policies.

Mr. Mosher asked if the process for M/W/DBE participation works smoothly.

Mr. Stephens said that in general it does. Construction contracts and change orders can present complications in maintaining the agency's M/W/DBE goals.

Mr. Enslow asked if this program costs the agency in terms of extra effort caused by it.

Mr. Phelps said that as long as the agency's goals reflect the pool of available contractors, it shouldn't increase the cost of administering contracts.

Mr. Phelps asked staff to return with further discussion of the change order process. One of the committee's main concerns has been maintaining goals during the change order process, and would like to see that the Office of Diversity is involved early in the process, and if it isn't, how soon could that be accomplished.

Mr. Stephens said that there will be an outreach session on Thursday, April 25th for businesses throughout the region to learn about upcoming contracting opportunities with the agency.

Action Items

Items within Finance Committee Authority for Final Action

Minutes of the April 4, 2002, Finance Committee Meeting

Mr. Phelps asked that the minutes of the April 4, 2002 Finance Committee be revised to reflect that he and Mr. McIver had voted in the minority on Motion No. M2002-15.

It was moved by Mr. Mosher, seconded by Ms. Gates, and carried by the unanimous vote of all members present that the minutes of the March 21, 2002, Finance Committee meeting be approved as revised.

Motion No. M2002-28 – Executing an amendment to the contract with Booz-Allen & Hamilton, Inc. to extend the date of the contract from August 16, 2002 to December 31, 2003 for continuation of Sounder Fare Collection Consultant Support and to increase the contract amount by \$199,632 for a new total authorized amount not to exceed \$607,159

Mr. David Beal, Program Manager, and Mr. Martin Young, Operations Manager, Sounder Commuter Rail, presented the staff report.

Mr. McIver asked staff to breakdown the revenue collected from TVMs by source.

It was moved by Mr. Crawford and seconded by Mr. Mosher that Motion No. M2002-28 be approved as presented.

Mr. Phelps asked that the agency bring other options for reducing the cost of managing and maintaining the TVMs, including doing the work in house.

Mr. Philip Grega provided public comment regarding Motion No. M2002-28.

It was carried by the unanimous vote of all members present that Motion No. M2002-28 be approved as presented.

Motion No. M2002-42 – Executing a contract amendment with Norie Sato, Sato Services, to provide lead artist services for Central Link through August 30, 2003 in the amount of \$135,000 with a 10% contingency of \$13,500 for a total of \$148,500 and a new total authorized contract amount not to exceed \$344,500

The staff report was presented by Ms. Carol Valenta, Administrator, Sound Transit Art Program.

Mr. Phelps asked for a policy discussion regarding the public art program at the next Executive Committee meeting, to include the history of the program, how funds are allocated by station, and options for modifying the program so it better meets agency goals.

It was moved by Mr. Crawford and seconded by Mr. Mosher that Motion No. M2002-42 be approved as presented.

Mr. Mosher made a friendly amendment to Motion No. M2002-42, deleting “August 30, 2003 in the amount of \$135,000 with a 10% contingency of \$13,500 for a total of \$148,500 and a new total authorized contract amount not to exceed \$344,500” and inserting “May 31, 2002 in the amount of ~~\$13,500~~\$6,000, for a new total authorized contract amount not to exceed ~~\$209,500~~ \$202,000.”

Mr. Enslow asked that staff provide more detail on what elements of stations are funded by the art program.

Ms. Joni Earl, Executive Director, asked to clarify that the committee was asking staff to

brief the Executive Committee at its May 2, 2002 meeting regarding the history of the agency's art policy, budget for art, how spent, how broken down between art as part of construction vs. stand alone art. Mr. Phelps added that he would like to be briefed on options for going forward with the art program.

Mr. McIver added that the briefing should include a discussion of how money from the art program is dispersed among stations, and address any difference in funding between underground stations and at grade stations.

Ms. Gates asked that the discussion include analysis of stations that already have received funding for art versus the impact a change in policy would have on those that haven't yet.

Mr. Mosher added that staff should include information on the difference between what is considered art and what is considered a design feature.

The following individuals provided public comment on Motion No. M2002-42:

Mr. Philip Grega
Mr. Paul Locke
Ms. Patricia Pascal

It was carried by the majority vote of all members present that Motion No. M2002-42 be approved as amended, with Mr. McIver voting in the minority.

Motion No. M2002-47 – Executing a contract with Utility Vault for the fabrication and delivery of stormwater detention vaults for the Lynnwood Transit Center/Park-and-Ride Lot Project in an amount of \$483,028, with a 10% contingency of \$48,303, for a total authorized amount not to exceed \$531,331

Mr. Jerry Dahl, Construction Manager, Regional Express, presented the staff report.

It was moved by Mr. Mosher and seconded by Mr. Crawford that Motion No. M2002-47 be approved as presented.

No one provided public comment on Motion No. M2002-47.

It was carried by the unanimous vote of all members present that Motion No. M2002-47 be approved as presented.

Items for Recommendation to the Board

Motion No. M2002-45 – Executing a contract with AMEC-Hatch Mott MacDonald Joint Venture (AMEC-HMM JV) to provide civil final design services for Central Link from South Boeing Access Road to South 154th Street in the amount of \$13,000,000 plus a 10% contingency of \$1,300,000 for a total authorized amount not to exceed \$14,300,000

The staff report was presented by Rod Kempkes, Track Engineer, and Joe Gildner, Deputy Director for Technical Services, Link Light Rail.

Mr. Enslow asked if all the issues concerning this alignment had been resolved.

Mr. Gildner said that there were still issues to resolve with the City of Tukwila in terms of the agreement, but not the alignment.

Mr. Phelps asked for an opportunity to review the contract with Tukwila regarding the language addressing start/stop provisions and cancellations. Federal Transportation Administration approval and approval of the Full Funding Grant Agreement are two separate issues but very important to this segment, and this agreement is critical to both processes.

It was moved by Mr. Mosher, seconded by Ms. Gates, and carried by the unanimous vote of all members present that Motion No. M2002-45 be recommended to the Board for approval as presented.

Discussion Item

Transit Oriented Community Development Fund for Southeast Seattle

Mr. Ron Lewis, Deputy Director, Link Light Rail, presented the discussion on the Community Development Fund.

Mr. Enslow asked if this indicates that Sound Transit was undergrounding the residential utilities.

Mr. Lewis replied that Sound Transit would be undergrounding utilities in residential areas and that the City of Seattle would be undergrounding utilities in commercial areas.

Mr. Phelps asked that Mr. Lewis brief the Pierce County Delegates meeting.

Other Business

None.

Next Meeting

Thursday, May 2, 2002, from 12:00 to 2:00 p.m. in the Union Station Board Room, 401 South Jackson Street, Seattle, Washington.


Adjourn

As there was no other business, the meeting was adjourned at 2:20 p.m.

ATTEST:



Kevin Phelps
Finance Committee Chair



Marcia Walker
Board Administrator