

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2004-109

Contract Amendment for State Government Relations

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	11/4/04	Discussion/Possible Action	Ric Ilgenfritz, Chief Communications Officer, Ann McNeil, Acting Manager, Government Relations	(206) 398-5239 (206) 398-5298

Contract/Agreement Type:	✓	Requested Action:	✓
Competitive Procurement		Execute New Contract/Agreement	
Sole Source		Amend Existing Contract/Agreement	✓
Interagency Agreement		Contingency Funds (Budget) Required	
Purchase/Sale Agreement		Budget Amendment Required	

ACTION

Authorizes the Chief Executive Officer to execute a contract amendment in the amount of \$45,000 with Martin Flynn Associates for professional state government relations consulting services for the final option year for a new total authorized contract amount not to exceed \$245,000.

KEY FEATURES

- Provides state government relations services in support of Sound Transit, including advancing the agency's legislative agenda and keeping state elected officials informed of agency projects and services.
- Provides sufficient funding to fulfill the contract with Martin Flynn Associates, which expires on September 30, 2005.
- This original contract term was for a one year, with options to extend the contract for three additional one-year terms. All of the options have been exercised.
- Sound Transit has another contract for state government relations services, which also expires in September 2005. The agency will reassess its state relations consulting services in the summer of 2005, with the intention of competitively procuring state government relations services.

BUDGET IMPACT SUMMARY

There is no action outside of the Board-adopted budget; there are no contingency funds required, no subarea impacts, or funding required from other parties other than what is already assumed in the financial plan.

BUDGET DISCUSSION

The proposed action amount is within the Adopted 2004 budget and Proposed 2005 budget.

REVENUE, SUBAREA, AND FINANCIAL PLAN IMPACTS

The proposed action is consistent with the current Board-adopted budget and is affordable within Sound Transit's current long-term financial plan and the subarea financial capacity.

BUDGET TABLE

Summary for Board Action

Action Item: State Legislative Consulting/Martin Flynn Associates

	(A)	(B)	(C)	(D)
Contract Budget	Current Approved Contract Value	Spent to Date	Proposed Action	Proposed Total Contract Value
State Legislative Consulting	200000	172,293	45,000	245,000
Contingency	0	-	-	-
Total	200000	172,293	45,000	245,000
Percent Contingency	0%	-	0%	0%

Accounts to be Charged	2005 Proposed Budget	Spent to Date	This Action for 2005	2005 Suplus (Shortfall)
Communications/Governmental Relations	147,000	NA	45,000	102,000
				-
				-
Total Account	147,000	-	45,000	102,000

Budget Shortfall

Level	\$	Revenues	Funding Source
NA	-	-	NA

Notes

This action is to fund the final option year of the contract. This amount is included on page 230 of Proposed 2005 Budget book.

M/W/DBE – Small Business Participation

Martin Flynn Associates is a small business and will be performing 100% of the work for this contract.

HISTORY OF PROJECT

This contract was competitively procured in the summer of 2001 and awarded within the Chief Executive Officer's authority for one year with three options for one-year renewals, not to exceed a total of four years. The final contract extension was awarded on September 20, 2004. The additional funding proposed in this action will provide sufficient funds to fund the contract for the last nine months of the contract from January through September 2005.

CONSEQUENCES OF DELAY

Martin Flynn Associates is satisfactorily performing the scope of work under this contract. A delay will require suspension of these state relations consulting services during the 2005 Legislative Session, which could be detrimental to Sound Transit's relations with state electeds and the agency's legislative program.

PUBLIC INVOLVEMENT

Not applicable to this action.

LEGAL REVIEW

JW 10/26/04

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A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to execute a contract amendment in the amount of \$45,000 with Martin Flynn Associates for professional state government relations consulting services for the final option year for a new total authorized contract amount not to exceed \$245,000.

Background:

This motion authorizes the Chief Executive Officer to execute a contract amendment in the amount of \$45,000 with Martin Flynn Associates for professional state government relations consulting services for a new authorized contract amount not to exceed \$245,000.

This contract was competitively procured in the summer of 2001 and awarded within the Chief Executive Officer's authority for one year with three options for one-year renewals, not to exceed a total of four years. The final contract extension was awarded on September 20, 2004. The additional funding proposed in this action will provide sufficient funds to fund the contract for the last nine months of the contract from January through September 2005.

Motion:


It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority the Chief Executive Officer is authorized to execute a contract amendment in the amount of \$45,000 with Martin Flynn Associates for professional state government relations consulting services for the final option year for a new total authorized contract amount not to exceed \$245,000.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on November 4, 2004.



Kevin R. Phelps
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator