

**SOUND TRANSIT FINANCE COMMITTEE**  
**Summary Minutes**  
**February 14, 2008**

**Call to Order**

The meeting was called to order at 11:03 a.m. by Chair Aaron Reardon in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

**Roll Call**

Chair

*(P) Aaron Reardon, Snohomish County Executive*

Vice Chair

*(P) Fred Butler, Issaquah Deputy Council President*

*(P) Mary-Alyce Burleigh, Kirkland Councilmember*

*(A) Dave Enslow, Sumner Mayor*

*(P) Claudia Thomas, Lakewood Councilmember*

*(P) Pete von Reichbauer, King Co. Councilmember*

Jason Suzaka, Board Coordinator, announced that a quorum of the committee was present at roll call.

**Report of the Chair**

Chair Reardon announced that Boardmember von Reichbauer is unable to attend today's meeting, but has requested to participate by telephone. He explained the Board operating rules allowing members to attend meetings by teleconference. Requests to attend are acted on by motion prior to action taken on the first item of business and require a 2/3 affirmative vote of members who are physically in attendance.

**It was moved by Boardmember Burleigh, seconded by Vice Chair Butler, and carried by the unanimous vote of all members present that Boardmember von Reichbauer be allowed to participate in the meeting via teleconference.**

**Chief Financial Officer's Report**

Chief Financial Officer Brian McCartan presented the 2008 Finance Committee work plan. Some of the items include a budget amendment for Airport Link; a potential ST2 financial plan and policies review, should the Board decide to return to the ballot in 2008; a variable-rate bond issuance; Link fare structure; an update on each of the subareas in the Sound Transit district; and the annual budget review. A copy of the work plan is on file with Board Administration.

Vice Chair Butler asked if any of the potential items not scheduled have budget implications; if so, he suggested that they be scheduled before next year's budget is proposed.

## Items within Finance Committee Authority for Final Action

### Minutes of January 17, 2008 Finance Committee Meeting

**It was moved by Boardmember Burleigh, seconded by Vice Chair Butler, and carried by the unanimous vote of all members present that the January 17, 2008 minutes be approved as presented.**

Motion No. M2008-14 – Authorizing the chief executive officer to execute a contract amendment with INCA Engineers, Inc. to provide additional final design construction support and construction management services for the Bothell Branch Campus Access project in the amount of \$73,055, with a 10% contingency of \$7,305 totaling \$80,360, for a new total authorized contract amount not to exceed \$499,420

Project Manager Paul Cornish presented the staff report. In response to questions from committee members, he discussed the contractor's quality of work and its ability to manage the project schedule. Chief Executive Officer Joni Earl mentioned that Sound Transit is developing an agency-wide documenting process to evaluate the performance of contractors after projects are completed. She advised that the process is addressed in the Link Performance Audit Report, which is being presented to the Board at its February 14, 2008 regular meeting. The report is on file with Board Administration.

In response to a request from Chair Reardon, Mr. Cornish will provide a lessons learned report to the committee after the project is completed.

#### Public Comment

None.

**It was moved by Vice Chair Butler, seconded by Boardmember Burleigh, and carried by the unanimous vote of all members present that Motion No. M2008-14 be approved as presented.**

Motion No. M2008-19 – Authorizing the chief executive officer to execute a one-year contract with two one-year options to extend with EMC Research to provide public opinion, marketing, and customer satisfaction research services on an as-needed basis for a total authorized contract amount not to exceed \$480,000

Media Relations and Public Information Manager Geoff Patrick presented the staff report.

#### Public Comment

None.

**It was moved by Boardmember Thomas, seconded by Boardmember Burleigh, and carried by the unanimous vote of all members present that Motion No. M2008-19 be approved as presented.**

Motion No. M2008-15 – Authorizing the chief executive officer to execute a two-year contract with an additional one-year option to extend with Talking Signs Services, Inc. to purchase, install, and maintain static equipment and infrastructure for the Remote Infrared Audible Signs project in the amount of \$2,152,621, plus a contract option for vehicle components in the amount of \$50,000, for a total authorized contract amount not to exceed \$2,202,621

Accessibility Manager Michael Miller presented the staff report. He answered questions from committee members regarding the location of the signs as well as the bid process. He stated that Talking Signs was the only bidder with technology that meets the requirements of the Federal Transportation Administration grant.

#### Public Comment

None.

**It was moved by Boardmember Burleigh, seconded by Vice Chair Butler, and carried by the unanimous vote of all members present that Motion No. M2008-15 be approved as presented.**

#### Items for Recommendation to the Board

Motion No. M2008-16 – Authorizing the chief executive officer to execute an amendment to the sole source contract with Olympia Technology Group to provide database design and GIS component development for the FindARide.org project in the amount of \$9,625, for a new total authorized contract amount not to exceed \$104,625

Mr. Miller presented the staff report. In response to a question from Boardmember Thomas, Mr. Miller described the advantages of extending the contract, which include some cost savings.

**It was moved by Boardmember Burleigh, seconded by Boardmember Thomas, and carried by the unanimous vote of all members present that Motion No. M2008-16 be forwarded to the Board with a do-pass recommendation.**

Motion No. M2008-17 – Authorizing the chief executive officer to execute a contract change order under an existing contract with ERG Transit Systems (USA) Inc to provide added functionality for smart card dispensing and multiple product purchases from Sound Transit's Ticket Vending Machines, in the amount \$215,000 with a contingency of \$22,000 totaling \$237,000, for a new total authorized amount not to exceed \$6,881,931. This change order amount is for Sound Transit's capital expense share under the seven-agency Smart Card vendor contract, which will total \$38,975,760 for vendor capital expenses authorized for all seven agencies and an estimated \$67.7 million for capital and ten-year operations and maintenance for all seven agencies

Motion No. M2008-18 – Authorizing the chief executive officer to execute a contract change order with Scheidt and Bachmann USA, Inc. to upgrade Sound Transit's ticket vending machines and central data collection system for integration into the new Regional Smart Card system in the amount of \$962,000, with a contingency of \$96,200 totaling \$1,058,200, for a new total authorized contract amount not to exceed \$16,552,987

Program Manager Brian Brooke presented the staff report for both motions. In response to a question from Vice Chair Butler, Mr. Brooke stated that Sound Transit is working on a proposal that includes operating and financial arrangements, if other agencies elect to use the ticket vending machine equipment.

In response to questions from Chair Reardon, Mr. Brooke explained that Sound Transit is monitoring the financial status of ERG through public information channels, conversations with upper management and financial staff, as well as through performance provisions stated

in the contract. Sound Transit also plans to talk to the company about strengthening its escrow provisions. Ms. Earl advised that while staff is confident that the company will be able to follow through on its commitments, they also believe that the system as it currently stands would work, if needed.

**It was moved by Boardmember Thomas, seconded by Boardmember Burleigh, and carried by the unanimous vote of all members present that Motion No. M2008-17 be forwarded to the Board with a do-pass recommendation.**

In response to questions from committee members, Mr. Brooke advised that staff was given a detailed breakdown of cost estimates from Scheidt and Bachmann that were also independently reviewed by a third party. Staff believes that these estimates provide an appropriate amount of work and price.

**It was moved by Boardmember Burleigh, seconded by Vice Chair Butler, and carried by the unanimous vote of all members present that Motion No. M2008-18 be forwarded to the Board with a do-pass recommendation.**

Resolution No. R2008-02 – Authorizing the chief executive officer to acquire, dispose, or lease certain real property interests by negotiated purchase, by condemnation (including settlement), by condemnation litigation, or by administrative settlement; and to pay eligible relocation and re-establishment benefits to affected parties as necessary for the Commuter Rail D to M Street Track & Signal project

Senior Real Estate Representative Don Vogt presented the staff report. He confirmed that sufficient notice was provided in accordance with state law; public notices were published in the local newspapers and certified letters were sent to affected property owners. Sound Transit staff have also been working very closely with the local community.

**It was moved by Boardmember Thomas, seconded by Boardmember Burleigh, and carried by the unanimous vote of all members present that Resolution No. R2008-02 be forwarded to the Board with a do-pass recommendation.**


**Next Meeting:**

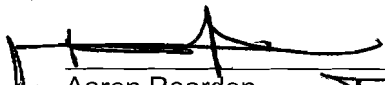
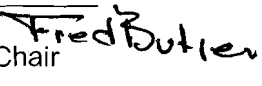
Thursday, February 21, 2008, 12:00 p.m. to 2:00 p.m., Ruth Fisher Boardroom, 401 South Jackson Street, Seattle WA.

**Adjourn**

There was no other business; the meeting was adjourned at 12:08 p.m.

ATTEST:

  
Jason Suzaka  
Board Coordinator

  
for Aaron Reardon  
Finance Committee Chair  
  
Vice