

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2008-125

Federal Relations Consulting Services Contract

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	12/18/08	Discussion/Possible Action	Ric Ilgenfritz, Executive Director for Policy, Planning and Public Affairs Ann McNeil, Government and Community Relations Manager	206-398-5239 206-398-5298

Contract/Agreement Type:	✓	Requested Action:	✓
Competitive Procurement	✓	Execute New Contract/Agreement	✓
Sole Source		Amend Existing Contract/Agreement	
Agreement with Other Jurisdiction(s)		Budget Amendment	
Real Estate		Property Acquisition	

PROJECT NAME

Federal Relations Consulting Services Contract

PROPOSED ACTION

Authorizes the chief executive officer to execute a one-year contract with McBee Strategic Consulting to provide federal relations consulting services in the amount of \$590,073 with options to extend for two additional one-year periods for a total authorized contract amount not to exceed \$1,823,855.

KEY FEATURES of PROPOSED ACTION

- The scope of this contract is to provide federal relations consulting services through frequent consultations with Sound Transit and interactions on behalf of the agency with the federal legislative and executive branches of government.
- This contract will provide the agency with strategic planning and coordination in the development and implementation of a comprehensive federal strategy, including securing annual appropriations, federal approvals and assisting in the definition and promotion of the agency's interests during the reauthorization of the federal transportation programs and with the new Administration.
- The contract amount is \$590,073 one year, with two additional years on an evaluated year-to-year basis, not to exceed a total of three years. This reflects a \$49,173 monthly retainer for the services of the firm in the first year.

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 and FINANCIAL PLAN DISCUSSION

The proposed action would authorize the execution of a one-year contract for \$590,073 with two one-year options to provide federal relations consulting services by McBee Strategic Consulting. For 2009, the Board Adopted 2009 Budget for the Office of Policy Planning and Public Affairs Department includes \$1,254,500 for

consulting. Future years will be funded through the staff operating budget for that year in accordance with the terms of the contract.

BUDGET TABLE

Summary for Board Action (Year of Expenditure \$000)

Action Item: Office of Policy Planning and Public Affairs - Federal Relations Consulting Contract

	(A)	(B)	(C)	(D)
Current Year Budget	Proposed 2009 Budget	Spent to date in 2009	Contract Expenditures 2009	Remaining 2009 Budget
1 Consulting/Management Services	1,255	-	590	664
2 Other Services	455	-	-	455
3 Total Account Category	1,709	-	590	1,119

Budget Shortfall

Level	Shortfall	Resources	Funding Source
4 N/A	-	-	N/A

Contract Spending Plan	Prior Year(s) Spending	2009 Spending	Future Expenditures	Total
5 McBee Strategic	-	590	1,234	1,824

Contract Budget	Current Approved Contract Value	Spent to Date	Proposed Action	Proposed Total Contract Value
6 McBee Strategic	-	-	1,824	1,824
7 Contingency	-	-	-	-
8 Total	-	-	1,824	1,824
9 Percent Contingency	-	-	0%	0%

Notes:

1. Budget for this item is included in the Sound Transit OPPPA Staff Operating Budget on page 219 of the Proposed 2009 Budget book under Services in the Consultant/Management line. The 2009 budget was approved by the Board on December 11, 2008.

SMALL BUSINESS PARTICIPATION

McBee Strategic Consulting and one subconsultant, Washington2Advocate (W2A), are Small Businesses.

Equal Employment Workforce Profile (% Women/People of Color)

The project team of McBee Strategic Consulting and subconsultants, Blank Rome and Washington2 Advocates, has approximately 44% women and 19% minorities.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

To assist the agency in achieving its federal agenda, Sound Transit has retained the services of federal relations consulting firms since the agency was formed. Sound Transit has been successful in the federal arena, having secured more than \$645 million in federal appropriations. A Full Funding Grant Agreement (FFGA) of \$813 million for the construction of the University Link light rail project is now pending execution by the Federal Transit Administration in January 2009 after a 60-day Congressional review.

At the end of 2008, the agency's federal relations consulting contract will expire. To maintain federal representation during 2009, the agency solicited proposals in October 2008 for federal relations consulting services.

The agency's federal agenda in 2009 will be significant. The agency will be in the final year of the FFGA for the Initial Segment of Central Link light rail and will begin construction of the University Link project once the FFGA is executed. To ensure that Sound Transit 2 federal funding assumptions are met, the agency will need to develop relationships with the new Administration, participate in the development of any federal economic stimulus package that might be considered by the new Administration and the 111th Congress, and engage in the development of reauthorization of the federal transportation programs.

This proposed contract award is the result of a competitive procurement consistent with agency policies and procedures. A request for proposals (RFP) was issued October 2008, and the agency received two proposals. Proposals were evaluated, and McBee Strategic, with two subcontractors -- Washington2 Advocates and Blank Rome, presented a comprehensive and strategic approach to federal relations consulting services for the agency.

CONSEQUENCES of DELAY

If this contract is not awarded by early 2009, the agency will be without federal relations consulting services at a time when the agency's federal agenda is significant. Representation is particularly important with a new Administration taking office and as the Congress works to reauthorize the federal transportation programs and possibly advance a federal economic stimulus package.

PUBLIC INVOLVEMENT

Not applicable to this action.

ENVIRONMENTAL COMPLIANCE

SSK 12-16-08

LEGAL REVIEW

JW 12/15/08

SOUND TRANSIT

MOTION NO. M2008-125

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a one-year contract with McBee Strategic Consulting to provide federal relations consulting services in the amount of \$590,073 with options to extend for two additional one-year periods for a total authorized contract amount not to exceed \$1,823,855.

Background:

To assist the agency in achieving its federal agenda, Sound Transit has retained the services of federal relations consulting firms since the agency was formed. Sound Transit has been successful in the federal arena, having secured more than \$645 million in federal appropriations. A Full Funding Grant Agreement (FFGA) of \$813 million for the construction of the University Link light rail project is now pending execution by the Federal Transit Administration in January 2009 after a 60-day Congressional review.

At the end of 2008, the agency's federal relations consulting contract will expire. To maintain federal representation during 2009, the agency solicited proposals in October 2008 for these services.

This contract will provide the agency with strategic planning and coordination in the development and implementation of a comprehensive federal strategy, including securing annual appropriations, federal approvals and assisting in the definition and promotion of the agency's interests during the reauthorization of the federal transportation programs and with the new Administration.

The agency's federal agenda in 2009 will be significant. The agency will be in the final year of the FFGA for the Initial Segment of Central Link light rail and will begin construction of the University Link project once the FFGA is executed. To ensure that Sound Transit 2 federal funding assumptions are met, the agency will need to develop relationships with the new Administration, participate in the development of any federal economic stimulus package that might be considered by the new Administration and the 111th Congress, and engage in the development of reauthorization of the federal transportation programs.

The contract amount is \$590,073 one year, with two additional years on an evaluated year-to-year basis, not to exceed a total of three years.

Motion:


It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on January 8, 2009.



Aaron Reardon
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator