

SOUND TRANSIT FINANCE COMMITTEE
Summary Minutes
January 7, 2010

Call to Order

The meeting was called to order at 12:12 p.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 Chairs

(P) Fred Butler, Issaquah Deputy Council President

Boardmembers

(P) Richard Conlin, Seattle Council President

(A) Claudia Thomas, Lakewood Councilmember

(P) Dave Enslow, Sumner Mayor

(P) Pete von Reichbauer, King Co. Councilmember

(P) Joe Marine, Mukilteo Mayor

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

Report of the Chair

Chair Reardon announced that the agenda for today's meeting has been revised to remove item 5B, Motion No. M2010-03 for janitorial services.

Chief Financial Officer's Report

Chief Financial Officer Brian McCartan gave an update on Sound Transit actual revenue numbers for October, revenue is 12% below the forecast.

Items within Finance Committee Authority for Final Action

Minutes of November 19, 2009 Finance Committee Meeting

It was moved by Boardmember Marine, seconded by Boardmember Butler, and carried by the unanimous vote of all members present that the November 19, 2009 minutes be approved as presented.

(Boardmember Conlin arrived at this time.)

Motion No. M2010-04 – Authorizing the chief executive to execute a five-year contract with Bruce C. Allen and Associates, Inc. (DBA Allen Brackett Shedd) to provide on-call real property estimating and appraisal services for a total authorized contract amount not to exceed \$3,804,501.

Ahmad Fazel, Executive Director of Design, Engineering and Construction Management, and Roger Hansen, Real Property Manager, explained that the real estate actions on the agenda will cover the remaining Sound Move and ST2 projects. In the preliminary engineering phase, contractors will help to identify property impacts and needs for future corridors, prepare cost estimates for alternatives, perform the initial environmental review, and support the Environmental Impact Statement review. During final design, the contractors will identify right-of-way needs, prepare appraisals, create acquisition and relocation plans, and any additional environmental work that may be required. These activities are needed before construction so that the construction work will not be impacted. Following construction, contractors will prepare appraisal, title and escrow services that are needed for Transit Orientated Development or disposal of the properties. Mr. Hansen reviewed the scope of work for each of the services. He explained that the current contracts for these services are expiring, out of funds, or don't cover ST2 work.

Boardmember Butler asked why multiple contractors are being used for services; Mr. Hansen responded that the agency wants to ensure there is adequate capacity so the work can be done efficiently. Mr. Hansen explained that the work will be divided as evenly as possible, but will be based on efficiency, either based on geographic areas or divided by project segments.

Boardmember Conlin asked about the difference in dollar amounts between the two contractors for title and escrow services. Mr. Hansen explained that one of the contractors has more experience in an area that Sound Transit uses frequently, so that contract was structured to be larger and the other contract is structured to be a secondary contract.

Boardmember Butler noted that a letter from Appraisal Group of the Northwest asking for reconsideration of the estimating and appraisal contracts listed on today's agenda and asked Mr. Hansen to explain the evaluation process. The Contracts Department helps develop evaluation criteria to select a contractor that has the appropriate level of expertise in the field of eminent domain appraisals, a good track record in condemnation and litigation, and the capacity to perform the work. Based on that criteria and other criteria including small business participation and price, the two firms were selected. Mr. Hansen noted that a debrief opportunity was offered to Appraisal Group of the Northwest.

Mr. Fazel summarized by saying that all of the contracts are five-year contracts, are on-call, and are within the adopted budget.

Public Comment

None.

It was moved by Boardmember Marine, seconded by Boardmember Butler, and carried by the unanimous vote of all members present that Motion No. M2010-04 be approved as presented.

Motion No. M2010-05 – Authorizing the chief executive officer to execute a five-year contract with McKee and Schalka to provide on-call real property estimating and appraisal services for a total authorized contract amount not to exceed \$3,804,500.

Public Comment

Paul W. Locke (comments on file with Board Administration)

It was moved by Boardmember Butler, seconded by Boardmember Conlin, and carried by the unanimous vote of all members present that Motion No. M2010-05 be approved as presented.

Motion No. M2010-06 – Authorizing the chief executive officer to execute a five-year contract with Chicago Title Insurance to provide on-call title and escrow services for real property acquisitions, support for property management, and transit oriented development for a total authorized contract amount not to exceed \$1,180,000.

Public Comment

None.

It was moved by Boardmember Butler, seconded by Boardmember Marine, and carried by the unanimous vote of all members present that Motion No. M2010-06 be approved as presented.

Motion No. M2010-07 – Authorizing the chief executive officer to execute a five-year contract with Pacific Northwest Title to provide on-call title and escrow services for real property acquisitions, support for property management, and transit oriented development for a total authorized contract amount not to exceed \$460,000.

Public Comment

None.

It was moved by Boardmember Butler, seconded by Boardmember Marine, and carried by the unanimous vote of all members present that Motion No. M2010-07 be approved as presented.

Motion No. M2010-08 – Authorizing the chief executive officer to execute a five-year contract with Shannon & Wilson, Inc. to provide on-call environmental due diligence services for properties acquired or to be acquired for Sound Transit projects for a total authorized contract amount not to exceed \$3,840,650.

Mr. Hansen explained that the environmental due diligence services contracts were procured through a RFQ process instead of a RFP process. In an RFQ process, the best qualified contractor is selected and prices are negotiated.

Public Comment

None.

It was moved by Boardmember Butler, seconded by Boardmember Conlin, and carried by the unanimous vote of all members present that Motion No. M2010-08 be approved as presented.

Motion No. M2010-09 – Authorizing the chief executive officer to execute a five-year contract with Camp, Dresser and McKee, Inc. to provide on-call environmental due diligence services for properties acquired or to be acquired for Sound Transit projects for a total authorized contract amount not to exceed \$3,840,650.

Mr. Hansen explained that based on lessons learned, Sound Transit will have a closer working relationship with the contractors providing environmental due diligence services. On the University Link project, a contractor representative attended project meetings and made recommendations on whether more environmental testing was needed. Mr. Hansen explained that to date, testing has taken place as much as feasible so that the existing conditions are known. Both of these practices represent lessons learned.

Public Comment

None.

It was moved by Boardmember Butler, seconded by Boardmember Conlin, and carried by the unanimous vote of all members present that Motion No. M2010-09 be approved as presented.

Motion No. M2010-10 – Authorizing the chief executive officer to execute a five-year contract with GeoEngineers, Inc. to provide on-call environmental due diligence services for properties acquired or to be acquired for Sound Transit projects for a total authorized contract amount not to exceed \$3,840,650.

Boardmember Conlin noted that he had a close relative who works for this company so he would abstain from voting.

Public Comment

None.

It was moved by Boardmember Butler, seconded by Boardmember Marine, and carried by a majority vote that Motion No. M2010-10 be approved as presented, with Boardmember Conlin abstaining.

Items for Recommendation to the Board

Motion No. M2010-11 – Authorizing the chief executive officer to execute a five-year contract with Universal Field Services, Inc. to provide on-call right of way services for Sound Transit projects for a total authorized contract amount not to exceed \$12,628,000.

It was moved by Boardmember Butler, seconded by Boardmember Conlin, and carried by the unanimous vote of all members present that Motion No. M2010-11 be forwarded to the Board with a do-pass recommendation.

Motion No. M2010-12 – Authorizing the chief executive officer to execute a five-year contract with HDR, Inc. to provide on-call right of way services for Sound Transit projects for a total authorized contract amount not to exceed \$12,628,000.

It was moved by Boardmember Butler, seconded by Boardmember Conlin, and carried by the unanimous vote of all members present that Motion No. M2010-12 be forwarded to the Board with a do-pass recommendation.

Motion No. M2010-01 – Authorizing the chief executive officer to execute a contract with New Flyer Corporation for the purchase of 24 New Flyer 60-foot high capacity buses in the amount of \$22,277,786, with a 5% contingency of \$1,113,889 for a total authorized contract amount not to exceed \$23,391,675.

Michael Perry, Director of Transportation and Maintenance, explained that this contract will complete the ST2 fleet expansion and will allow the additional ST2 service to start as part of the February 2011 service change. The buses included in this purchase meet Sound Transit's fleet composition targets.

Boardmember Enslow asked if any grant money would be used for this purchase. Mr. Perry responded that there is an existing budget for these buses, but the agency has a letter of no prejudice that allows future grant money to be used to pay for a portion of this purchase.

It was moved by Boardmember Butler, seconded by Boardmember Thomas, and carried by the unanimous vote of all members present that Motion No. M2010-01 be forwarded to the Board with a do-pass recommendation.

Motion No. M2010-02 – Authorizing the chief executive officer to execute a three-year contract with one additional one-year option with Harris and Associates to provide construction management services for the D Street to M Street Track and Signal project for Sounder in the amount of \$5,562,410, with a 10% contingency of \$556,241, for a total authorized contract amount not to exceed \$6,118,651.

Jerry Dahl, Construction Project Manager, presented the staff report. He explained that the contractor has earthwork experience and has shown that they can handle the coordination needed for the project.


It was moved by Boardmember Butler, seconded by Boardmember Conlin, and carried by the unanimous vote of all members present that Motion No. M2010-02 be forwarded to the Board with a do-pass recommendation.

Next Meeting:

Thursday, January 21, 2010, 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 1:14 p.m.


Aaron Reardon
Board Chair

ATTEST:


Katie Flores
Board Coordinator