

MOTION NO. M2014-94
Contract for Federal Relations Consulting Services

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	12/04/2014	Final Action	Mike Harbour, Acting Chief Executive Officer Ann Snell McNeil, Government and Community Relations Director

PROPOSED ACTION

Authorizes the chief executive officer to execute a one-year contract with two one-year options to extend with McBee Strategic Consulting, LLC to provide federal relations consulting services for a total authorized contract amount not to exceed \$1,483,632.

KEY FEATURES SUMMARY

- McBee Strategic will 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.
- The amount requested is sufficient to cover the one-year contract and the two option years to extend. Following the first year of the contract, staff will determine whether to exercise an option year or procure a new contract for these services. The costs reflect a \$40,000 monthly retainer for the services of the firm.
- Sound Transit’s current federal relations consulting contract will expire on December 31, 2014.

BACKGROUND

Federal relations consulting services will provide the agency with strategic planning and coordination in the development and implementation of a comprehensive federal strategy. The scope of the contract covers support for securing annual appropriations, federal approvals and assisting in the definition and promotion of the agency’s interests with the executive and legislative branches, including the reauthorization of federal transportation programs, and development and implementation of federal funding strategies.

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 achieving federal-level goals, including having secured two Federal Transit Administration (FTA) New Starts grants for the construction of light rail between downtown Seattle and the Seattle-Tacoma International Airport (\$500 million) and the extension to the University of Washington (\$813 million).

The agency’s federal agenda for 2015 is significant to help ensure the agency achieves its federal funding assumptions over time. In 2015, Sound Transit will be seeking Engineering Authority from the FTA for the light rail extension to Lynnwood, as part of the New Starts process leading to a Full Funding Grant Agreement. In addition, Sound Transit will be working on a Small Starts Grant Agreement for the extension of Tacoma Link, a critical funding source for this partnership project with the City of Tacoma. Also in 2015, Congress will consider the reauthorization of federal transportation programs, which should include reauthorization of the New Starts/Small Starts programs.

The agency solicited proposals for federal relations consulting services in October 2014 through a competitive Request for Proposals process. Three proposals were received and evaluated, with McBee Strategic Consulting, LLC determined to be the top ranked firm offering the best value and in the best interests of Sound Transit.

FISCAL INFORMATION

The current federal relations consulting contract will expire on December 31, 2014. This action executes a one-year contract with two one-year options to extend with McBee Strategic Consulting, LLC to provide consulting services. The expected spending for the first year of \$480,000 is based on the \$40,000 monthly retainer for the services of the firm.

Current Year Budget	Proposed 2015 Budget	Spent to date 2014	Contract Expenditures	Remaining 2014 Budget
Executive Dept Consultant/Management Svcs	1,794	-	480	1,314

Contract Spending Plan	Prior Year(s) Spending	Expected 2015 Spending	Future Expenditures	Total
McBee Strategic Consulting, LLC	-	480	1,004	1,484

Contract Budget	Current Approved Contract Value	Spent to Date	Proposed Action	Proposed Total Contract Value
McBee Strategic Consulting, LLC	-	-	1,484	1,484
Contingency	-	-	-	-
Total Contract	-	-	1,484	1,484
Percent Contingency	0%	0%	0%	0%

Notes:

Budget for this item is in the Executive Department staff budget within the services category, and is located on page 85 of 152 of the Proposed 2015 Budget book.

SMALL BUSINESS/DBE PARTICIPATION

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Small Business and DBE goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of Small Businesses/DBEs available to perform such subcontracting work.

Sound Transit determined that Small Business and DBE subcontracting opportunities are infeasible or improbable based upon the work described in this contract, so Small Business/DBE goals were not established or required. However, McBee Strategic Consulting, LLC has committed to providing 33% of the work to Peyser Associates, LLC, which is a small business.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

Because Sound Transit's current federal relations consulting contract will expire on December 31, 2014, a one-month delay would impact the agency's ability to carry out its federal agenda in early 2015.

ENVIRONMENTAL REVIEW

JI 11/21/2014

LEGAL REVIEW

JW 11/25/2014

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A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a one-year contract with two one-year options to extend with McBee Strategic Consulting, LLC to provide federal relations consulting services for a total authorized contract amount not to exceed \$1,483,632.

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MOTION:

It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a one-year contract with two one-year options to extend with McBee Strategic Consulting, LLC to provide federal relations consulting services for a total authorized contract amount not to exceed \$1,483,632.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on December 4, 2014.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Marcia Walker
Board Administrator