

MOTION NO. M2015-11

**Contract for On-Call Title and Escrow Services**

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Capital Committee	02/12/15	Final Action	Ahmad Fazel, DECM Executive Director <b>Eric Beckman, Deputy Executive Director</b> – <b>Business &amp; Construction Services</b> <b>Kent Melton, Acting Real Property Director</b>

PROPOSED ACTION

Authorizes the chief executive officer to execute a five-year contract with Chicago Title of Washington to provide on-call title and escrow services for properties acquired or to be acquired for Sound Transit projects, in the amount of \$1,891,153 with a 10% contingency of \$189,115, for a total authorized contract amount not to exceed \$2,080,268.

KEY FEATURES SUMMARY

- Chicago Title of Washington will provide title and escrow services for real property acquisitions and dispositions related to Sounder commuter rail, ST Express bus service, and Link light rail projects.
- Chicago Title of Washington will ensure that all activities are performed in full compliance with Sound Transit’s policies and procedures, and Federal and State Laws.
- Work under this contract will be assigned using task orders based on existing project and operating budgets, and will be negotiated with the consultant.

BACKGROUND

In order to continue building a high-capacity transit system consisting of commuter rail, light rail, and regional bus service throughout the central Puget Sound region, it will be necessary for Sound Transit to continue acquiring real property.

The real estate title and escrow services consultant will provide Sound Transit with property profiles, legal descriptions, tax records, assessor and other records, legal documents, title insurance (standard and extended) and complete escrow services to efficiently close a large volume of real estate transactions for the Sound Transit Real Property and Transit Oriented Development divisions. The existing real estate title and escrow service contracts that could be utilized for this work will expire in early 2015.

Sound Transit issued a request for proposals and received one proposal. Chicago Title of Washington is determined to be a responsive and responsible proposer.

FISCAL INFORMATION

This on-call contract will would be used for Sounder, ST Express, Link, and Service Delivery projects. Funding associated with this contract will come from the Right-of-Way Acquisitions and Permits phase within the overall capital project budgets or operating expenses in the Service Delivery budget. The services described in the proposed action will be assigned on an as needed basis after available budget is verified. Since the proposed services will be assigned on an as-needed basis, the distribution of costs will be determined as project schedules and budgets are established.

## SMALL BUSINESS/DBE PARTICIPATION AND APPRENTICESHIP UTILIZATION

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Consistent with Sound Transit Policies and Federal Regulations, 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.

## TIME CONSTRAINTS

The current contract for title and escrow services has been extended by one month, to February 2015. A delay in approval could result in a delay in acquisition and relocation activities for Board-approved projects, which could result in properties being unavailable for construction activities when needed.

## PRIOR BOARD/COMMITTEE ACTIONS

Not applicable to this action.

## ENVIRONMENTAL REVIEW

JI 1/21/2015

## LEGAL REVIEW

JB 2/5/2015

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A motion of the Capital Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a five-year contract with Chicago Title of Washington to provide on-call title and escrow services for properties acquired or to be acquired for Sound Transit projects, in the amount of \$1,891,153 with a 10% contingency of \$189,115, for a total authorized contract amount not to exceed \$2,080,268.

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Chicago Title of Washington will provide title and escrow services for real property acquisitions and dispositions related to Sounder commuter rail, ST Express bus service, and Link light rail projects. The contractor will ensure that all activities are performed in full compliance with Sound Transit's policies and procedures, and Federal and State Laws. Work under this contract will be assigned using task orders based on existing project and operating budgets, and will be negotiated with the consultant.

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**MOTION:**

It is hereby moved by the Capital Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a five-year contract with Chicago Title of Washington to provide on-call title and escrow services for properties acquired or to be acquired for Sound Transit projects, in the amount of \$1,891,153 with a 10% contingency of \$189,115, for a total authorized contract amount not to exceed \$2,080,268.

APPROVED by the Capital Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on February 12, 2015.

  
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Fred Butler  
Capital Committee Chair

ATTEST:

  
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Kathryn Flores  
Acting Board Administrator