

## REGIONAL TRANSIT AUTHORITY

### MOTION NO. 98-11 BACKGROUND AND COMMENTS

Meeting:	Date:	Agenda Item:	Staff Contact:	Phone:
Executive Committee	2/6/98	No. 7	Sheila Dezarn, Government Relations Manager	(206) 684-1730
Executive Committee	2/20/98	No. 7		

#### **ACTION:**

Renewing the RTA's contract with Denny Miller Associates for federal legislative and administration representation in Washington, D.C. through June 30, 1998.

#### **BACKGROUND:**

- The services of Denny Miller Associates (DMA) were originally procured under competitive procurement procedures on November 1, 1994 for six months (through June 30, 1995). The contract included a provision for three 1-year extensions – for a period of three years and six months. The contract has had the following amendments:
  - Amendment 1. One-year extension from 7/1/95 – 6/30/96
  - Amendment 2. Six-month extension from 7/1/96 – 12/31/96
  - Amendment 3. One-year extension from 1/1/97 – 12/31/97
- The RTA limited the second amendment to a six-month extension because of uncertainty regarding the outcome of the public vote on Sound Move in November 1996. Although the extension we are proposing is the fourth extension – it results in the same three year/six month contract as originally provided for.
- DMA's services were originally procured at a rate of \$10,000 per month plus \$6,000/year in direct expenses (i.e., authorized travel). With the first and second amendments, DMA agreed to a \$3,000/month reduction, to \$7,000 per month given the financial austerity that the RTA experienced following the defeat of the RTA's March 1995 ballot measure. With the third amendment, for 1997, the RTA reverted back to the original rate of \$10,000 per month.
- Staff is recommending a \$2,000/month increase in order to procure additional assistance from DMA. This recommendation is based on the higher level of effort necessary to address (1) ISTEA reauthorization issues; (2) the RTA's federal FY 99 appropriation request; and (3) significantly more support and guidance related to Federal Transit Administration regulations and procedures.
- With this proposed six-month contract extension -- and increase in support and related fees -- the contract would increase by \$75,000 (\$72,000 fees/\$3,000 in direct costs) to a contract maximum of \$419,000.
- With DMA's contract expiring June 30, 1998, the RTA will issue a Request for Qualifications to competitively procure federal government relations services in March 1998.

## **RELEVANT BOARD POLICIES AND PREVIOUS ACTIONS TAKEN:**

- The Executive Committee approved renewal of DMA's contract in January 1997 to a maximum of \$344,000.
- The RTA Board approved the original contract (RTA Contract No. 19-94) in 1994.

## **KEY FEATURES:**

Under this contract, DMA performs the following services:

1. Closely monitors federal legislation and federal activities of interest to the RTA, including administrative rules and hearings.
2. Represents the RTA's interests when appropriate at the direction of the RTA.
3. Assists with the planning, application for and acquisition of federal funds, including the RTA's strategy to maximize discretionary funding for RTA capital projects.
4. Arranges meetings between RTA officials and federal officials.
5. Works in association with the representatives of other agencies, governments and associations who have a common interest in public transit and HCT legislation and funding.

## **FUNDING:**

The \$75,000 contract renewal is covered under the RTA's adopted 1998 budget.

## **ALTERNATIVES:**

1. The RTA could opt not to renew this contract and proceed with a competitive procurement for federal government relations services.
2. The RTA could opt to represent its interests with the federal government with either current staff or hire additional staff.

## **CONSEQUENCES OF DELAY:**

Should the RTA decide not to extend this contract, and either seek other services or make this a staff position, the RTA would not have a representative working on its behalf on federal issues located directly in Washington D.C. for a period of approximately 2-3 months (i.e., the time required to competitively procure new services or to hire staff).

**Regional Transit Authority  
Motion No. 98-11**

A motion of the Executive Committee of the Regional Transit Authority for the Pierce, King and Snohomish Counties region renewing the RTA's contract with Denny Miller Associates for federal legislative and administration representation through June 30, 1998.

**Background:**

Denny Miller Associates (DMA) represents the RTA's interests related to federal legislation and federal administrative activities (e.g., FTA), including assisting with planning and acquisition of federal funds.

DMA's services were originally procured in 1994 under competitive procurement procedures with provisions for extensions. It has been amended three times; the last extension was approved by the Executive Committee in January 1997.

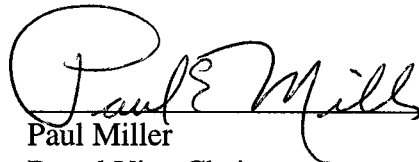
Staff is recommending: (1) a final extension to the contract, through June 30, 1998 and (2) requesting additional assistance from DMA during this period to assist with ISTEA reauthorization; FY 99 appropriation and FTA issues.

With this additional assistance, staff recommends increasing DMA's monthly fee from \$10,000/month to \$12,000/month (plus \$3,000 in direct costs) for a total of \$75,000 for January 1 – June 30, 1998. Staff also recommends issuing an RFQ to competitively procure federal government relations services in March 1998. This expenditure is included in the RTA's 1998 budget.


**Motion:**

It is hereby moved by the Executive Committee of the Regional Transit Authority that federal government relations services contract with Denny Miller Associates be extended through June 30, 1998 for a total not to exceed \$75,000.00.

Approved by the Executive Committee of the Regional Transit Authority for the Pierce, King, and Snohomish Counties region at a regular meeting thereof on the 20<sup>th</sup> day of February, 1998.

  
Paul Miller  
Board Vice-Chair

ATTEST:

  
Marcia Walker  
Board Administrator