

## SOUND TRANSIT

### MOTION NO. M99-51

#### State Government Relations Representation Contract Award BACKGROUND AND COMMENTS

<b>Meeting:</b>	<b>Date:</b>	<b>Type of Action:</b>	<b>Staff Contact:</b>	<b>Phone:</b>
Finance Committee	8/5/99	Discussion	Sheila Dezarn, Government Relations Manager	206-398-5071
Public and Government Affairs	8/6/99	Discussion/Recommendation	Patrice Hardy, Government Relations Specialist	206-689-4928
Finance Committee	8/19/99	Approval		

#### **ACTION:**

Approve Motion No M99-51 authorizing the Executive Director to execute a contract with Ron Main and Randy Scott for state government relations representation in Olympia and throughout the state for period September 1, 1999 to August 31, 2000, with option for two one year extensions.

#### **BACKGROUND:**

Sound Transit currently has a contract for state government relations services with Mr. Ron Main and Mr. Randy Scott which expires on August 31, 1999. Ron Main's and Randy Scott's services were procured under competitive procurement in January of 1997, with provisions for extensions through August of 1999.

On May 26, 1999, Sound Transit issued a Request for Proposals/Qualifications. The RFP/RFQ was advertised on Sound Transit's web page and the Daily Journal of Commerce. Notices were also mailed directly to a list of firms that provide these types of services. Sound Transit received statements of qualifications from four firms proposing to contract for these services.

Senior government relations staff from Community Transit assisted Sound Transit staff in reviewing and evaluating the proposals. Selection criteria included, but were not limited to (1) the extent of each proposer's working relationships with, and past assistance to, key members of Washington State Legislature and agencies involved with public transportation issues; (2) the proposer's level of experience in providing legislative and administrative services to clients involved with the Washington State Legislature and State agencies on legislation related to public transportation; (3) problem identification of transportation and transit related issues and proposed method to accomplish the work set forth in the Scope of Work; (4) capacity to perform the work within the time limitations which may arise in the performance of services, considering the firm's current and planned workload and; (5) proposed fees.

All members of the evaluation team rated Ron Main's and Randy Scott's proposal as superior. The fees proposed by each team were comparable to each other.

This motion authorizes Sound Transit's Executive Director to award a contract to Ron Main and Randy Scott to generally assist in representing the agency's interests with the Washington State Legislature and specifically to assist the agency in achieving our adopted legislative program.

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

- ◆ Adoption of Sound Move, The Ten-Year Regional Transit System Plan (May 31, 1996).
- ◆ Adoption of Fiscal Year 1999 Budget, The 1999 budget includes funds for state government relations services.

#### **FUNDING:**

- ◆ The \$34,400 (\$17,200 for Ron Main's state consulting service and \$17,200 for Randy Scott state consulting services) for that portion of the contracts from September 1, 1999, through December 31, 1999, is covered under the Sound Transit adopted 1999 budget. The agency's 2000 budget will include funding for the remainder of the one-year contract.
- ◆ For the period of September 1, 1999, through August 31, 2000, services will be procured at a rate of \$4,300 per month, per consultant, plus \$2,000 per consultant per year in direct expenses (i.e., authorized travel or fees for workshops and conferences). An additional \$2,400 may be awarded to the contractors at the end of the first year for successful completion of deliverables.
- ◆ If annual extensions are exercised every year through August 31, 2002, the contract maximum would be \$336,000.

#### **EXECUTIVE SUMMARY:**

##### **Scope of Services**

Assist in the identification, research, and development of issues leading to the adoption of Sound Transit's state legislative program. Research and analyze issues the agency may want to consider as part of its upcoming legislative program. Monitor and advise the agency regarding emerging issues.

Advise and assist in the implementation of Sound Transit's adopted legislative program. Assist with drafting legislation, testimony, and advocacy of Sound Transit issues. Develop legislative reports and issue briefs.

Arrange for meetings between appropriate Sound Transit officials and state officials.

Work in association with representatives of other agencies and government associations who have a common interest in transportation, public transit, and high capacity transportation legislation and funding.

Prepare monthly reports of the consultant's activities on behalf of the agency and board members and timely reports on the status of proposed legislation relating to public transit issues.

Provide other legislative consulting services in areas where the consultant has knowledge or expertise.

**ALTERNATIVES:**

1. Do not award the contracts; give direction to re-procure.
2. Award contract; give direction to negotiate specific changes in scope of work.

**CONSEQUENCES OF DELAY:**

Should the Finance Committee direct staff not to award this contract and to recruit new firms, it would require approximately six to eight weeks to re-procure. During this time, Sound Transit will be developing state legislative issues for the upcoming session and meeting with legislators and stakeholders with regard to those issues.

**LEGAL REVIEW:**

The legal department has reviewed and approved the Background and Comments and Motion.

# SOUND TRANSIT

## MOTION NO. M99-51

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Executive Director to execute a contract for consultant services for state government relations with Ron Main and Randy Scott for an amount not to exceed \$112,000 (\$56,000 per consultant per year), for the period September 1, 1999, to August 31, 2000, with provision for two, one-year extensions for a total amount not to exceed \$336,000

### Background:

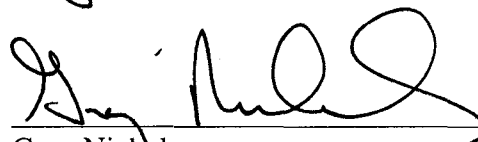
Sound Transit has growing interest in the actions of the Washington State Legislature. This motion would secure consultant services of the firms of Ron Main and Randy Scott to represent the agency's interests with members and committees of the Washington State Legislature. Having Sound Transit's interests represented with the legislature is essential for securing legislation which promotes the agency's mission and goals in developing a high capacity transportation system.

The initial contract would be for one year for the period of September 1, 1999, to August 31, 2000, for \$112,000 or \$56,000 per consultant with the option of two additional one-year extensions (i.e. through August 31, 2002) with a contract maximum of \$336,000.


### Motion:

It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Executive Director be authorized to execute a contract for consultant services for state government relations with Ron Main and Randy Scott for an amount not to exceed \$112,000 (\$56,000 per consultant per year) for the period of September 1, 1999, to August 31, 2000, with provision for two, one-year extensions for a total amount not to exceed \$336,000.

Approved by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof on the 19 day of August, 1999.

  
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Greg Nickels  
Finance Committee Chair

ATTEST:

  
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Marcia Walker  
Board Administrator