

**Sound Transit  
Finance Committee Summary Minutes**

**March 7, 2002**

**Call to Order**

Chair Kevin Phelps called the meeting to order at 12:07 p.m.

**Attendance**

(P) Kevin Phelps, Chair	(A) Richard McIver
(P) Jack Crawford, Vice Chair	(A) Chuck Mosher
(P) Dave Enslow	(P) Greg Nickels
(P) Mary Gates	(P) Dwight Pelz
(P) Ed Hansen	

**Report of the Chair**

None.

**Chief Financial Officer's Report**

Mr. Hugh Simpson, Chief Financial Officer, outlined the tentative agenda for the March 21, 2002 Audit and Reporting Subcommittee meeting:

Mr. Simpson presented an overview of change control and contract contingencies requested by the committee at its February 21, 2002 meeting.

Mr. Enslow asked about the approval process for aggregated changes, and if the change control process causes delays that impact budget.

Mr. Simpson said that contingencies and change control policies have been updated in response to the project control initiative. Staff will come back to the Board in April or May of 2002 to address these issues further.

Brian McCartan, Deputy Chief Financial Officer, presented a proposed work plan on subarea financial management, as requested by the committee.

Mr. Phelps asked that all Board members be included in subarea status updates, and that the Citizen Oversight Panel be included as well.

Ms. Gates asked if this process could be used to inform other community groups regarding projects affected in their subarea.

**Action Items**

**Items within Finance Committee Authority for Final Action**

**Minutes of the February 7, 2002, and February 21, 2002, Finance Committee Meetings**

**It was moved by Ms. Gates, seconded by Mr. Enslow, and carried by the majority vote of all members present, with Mr. Hansen abstaining, that the minutes of the February 7, 2002 and February 21, 2002 Finance Committee meetings be approved as presented.**

Mr. Phelps said the committee would be not be acting on the agenda items in the same order as they appear on the agenda.

Motion No. M2002-25 – Authorizing the Executive Director to execute a contract amendment with LTK Engineering Services for systems engineering final design for Central Link Initial Segment, conceptual and preliminary systems engineering design for North Link alternatives, and systems construction management, design support services during construction and startup for Tacoma Link through December 31, 2002, in the amount of \$2,281,884 plus a 10% contingency of \$228,188 for a total of \$2,510,072 and for a new total authorized contract amount not to exceed \$32,305,854

Mr. Ahmad Fazel, Director, and Mr. Winston Simmonds, Systems Engineering Manager, Link Light Rail, presented the staff report.

Mr. Phelps asked if the agency needed authorization from the FTA to extend this contract beyond the five year limit, and Mr. Fazel said the waiver had been filed.

**It was moved by Ms. Gates, seconded by Mr. Enslow, and carried by the unanimous vote of all members present that Motion No. M2002-25 be recommended to the Board for approval.**

Motion No. M2002-27 – Executing a contract amendment with Puget Sound Transit Consultants (Contract No. RTA/LR26-97) to continue project control support of Link Light Rail through 2003 and engineering and architectural design support services for Central Link construction through 2008, in the amount of \$13,728,020 plus a contingency of \$696,545 for a total of \$14,424,565 and for a new total authorized contract amount not to exceed \$71,241,877

Mr. Ahmad Fazel, Director, and Mr. Joe Gildner, Acting Civil Design Manager, Link Light Rail, presented the staff report.

Stating that he was not referring to this particular contract, Mr. Nickels asked that the committee hold a general discussion of how the procurement process ensures competition.

**It was moved by Mr. Crawford, seconded by Mr. Pelz, and carried by the unanimous vote of all members present that Motion No. M2002-27 be recommended to the Board for approval.**

Motion No. M2002-08 – Authorize the Executive Director to execute a contract with KPFF to conduct a siting study, site selection, and prepare 30 percent plans and environmental documentation for the proposed Issaquah Transit Center in the amount of \$377,000 with a 10% contingency of \$37,700 for a total authorized amount not to exceed \$414,700

Mr. Barry Hennelly, Project Manager, Regional Express, presented the staff report.

**It was moved by Mr. Crawford, seconded by Mr. Hansen, and carried by the unanimous vote of all members present to approve Motion No. M2002-08 as presented.**

Motion No. M2002-23 – Authorizing the Executive Director to enter into a purchase and sale agreement with Weyerhaeuser Real Estate Company (dba Northwest Landing) and Quadrant Corporation for the purchase of a fully operational and constructed DuPont Park-and-Ride Lot Facility, for the sum of \$3,900,000 with a contingency of \$350,000 for a total amount not to exceed \$4,250,000

Mr. Barry Hennelly, Project Manager, Regional Express, presented the staff report.

Mr. Hansen asked why there needed to be a contingency, and Mr. Phelps responded that the contingency phrase would be struck from the motion.

Mr. Crawford asked that the purchase of the property be contingent upon receiving permitting for the extra 190 parking stalls.

Mr. McCartan, presented the redesigned budget section developed for staff reports, using the staff report for Motion No. M2002-23 as a prototype.

Mr. Enslow asked that the motion be held for two weeks, and Mr. Phelps replied that the committee had previously delayed action on this motion.

**It was moved by Ms. Gates and seconded by Mr. Hansen that Motion No. M2002-23 be approved.**

Mr. Enslow asked if there were ridership projections and when there would be access to the site for commuters from the south, and Mr. Hennelly responded that ridership was expected to come from new development, and that the access from the south could be open in two years.

**Mr. Crawford made a friendly amendment to the motion as follows: "Authorizing the Executive Director to enter into a purchase and sale agreement with Weyerhaeuser Real Estate Company (dba Northwest Landing) and Quadrant Corporation for the purchase of a fully operational and constructed DuPont Park-and-Ride Lot Facility, plus permitting for an additional 190 parking stalls, for the sum of \$3,900,000, ~~with a contingency of \$350,000 for a total amount not to exceed \$4,250,000~~ after receiving confirmation from the SEPA responsible official that the SEPA process has been completed."**

**It was carried by the unanimous vote of all members present that Motion No. M2002-23 be approved as amended.**

Resolution No. R2002-03 - Authorizing the Executive Director to acquire, dispose, or lease certain real property interests by negotiated purchase, by condemnation, by settling condemnation litigation or entering administrative settlements, and to pay eligible relocation and re-establishment benefits to affected parties as necessary for the central Link light rail project

Larry Ellington, Senior Real Estate Representative, Administrative Services, presented the staff report, and he told the members that staff would regularly update the committee as the agency began making purchases.

**It was moved by Mr. Nickels, seconded by Mr. Crawford, and carried by the unanimous vote of all members present that Resolution No. R2002-03 be recommended to the Board for adoption.**

Motion No. M2002-24 – Authorizing the Executive Director to execute a sole source contract with Northwest Signal Supply Company to provide 19 signal controllers and cabinets for the Tacoma Link Light Rail Project in the amount of \$339,120 with a contingency of \$5,000 for a total authorized amount not to exceed \$344,120

**It was moved by Mr. Enslow, seconded by Mr. Crawford, and carried by the unanimous vote of all members present that Motion No. M2002-24 be recommended to the Board for approval.**

Motion No. M2002-26 – Authorizing the Executive Director to execute a contract amendment with CH2M Hill (Contract RTA/LR 39-00) to provide additional Civil Engineering Final Design Services for the MLK Jr. Way S. light rail segment in the amount of \$1,751,152 for a total authorized contract amount not to exceed \$8,423,697

**It was moved by Mr. Enslow, seconded by Ms. Gates, and carried by the unanimous vote of all members present that Motion No. M2002-26 be recommended to the Board for approval.**

**Other Business**

None.

**Next Meeting**


Thursday, March 21, 2002, from 12:00 to 2:00 p.m. in the Union Station Board Room, 401 South Jackson Street, Seattle, Washington.

**Adjourn**

As there was no other business, the meeting was adjourned at 1:55 p.m.

ATTEST:

  
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Kevin Phelps  
Finance Committee Chair

  
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Marcia Walker  
Board Administrator