

SOUND TRANSIT FINANCE COMMITTEE
Summary Minutes
August 16, 2007

Call to Order

The meeting was called to order at 12:20 p.m. by Chair Fred Butler in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

Roll Call

Chair

(P) Fred Butler, Issaquah Councilmember

(A) Mary-Alyce Burleigh, Kirkland Councilmember

(A) Dow Constantine, King Co. Councilmember

(P) Dave Enslow, Sumner Mayor

(P) Richard Marin, Edmonds Councilmember

(P) Richard McIver, Seattle Councilmember

(A) Pete von Reichbauer, King Co. Councilmember

Jason Suzaka, Board Coordinator, announced that a quorum of the committee was not present at roll call.

Report of the Chair

Chair Butler announced that the next Audit and Reporting Subcommittee meeting is scheduled for Thursday, September 6, 2007 at 10:00 a.m. in the Ruth Fisher Boardroom.

Chair Butler also announced that Board member McIver has agreed to serve as Vice-Chair of the Finance Committee.

Chief Financial Officer's Report

Chief Financial Officer Brian McCartan updated the committee on the upcoming 2008 budget season. The proposed budget document will be presented to the Board at the September 13, 2007 Board meeting. The Finance Committee will begin its review of the budget at its September 20, 2007 regular meeting and will continue its review through the end of November, culminating with Board action in December.

Items within Finance Committee Authority for Final Action

Chair Butler announced that a quorum of the Finance Committee was not present and asked staff to give their presentations. The committee would vote on the action items when a quorum was present.

Motion No. M2007-82 – Authorizing the chief executive officer to execute a contract amendment with VOLT Services to provide temporary on-call staffing services in the amount of \$300,000, for a new total authorized contract amount not to exceed \$750,000

Motion No. M2007-89 – Authorizing the chief executive officer to execute a contract amendment with Parker Staffing Services to provide temporary on-call staffing services in the amount of \$300,000, for a new total authorized contract amount not to exceed \$750,000

Motion No. M2007-90 – Authorizing the chief executive officer to execute a contract amendment with Techstaff Inc. to provide temporary on-call staffing services in the amount of \$350,000, for a new total authorized contract amount not to exceed \$550,000

Motion No. M2007-91 – Authorizing the chief executive officer to execute a contract amendment with Triple Net Technologies Inc. to provide temporary on-call staffing services in the amount of \$150,000, for a new total authorized contract amount not to exceed \$350,000

Human Resources Manager Janice Bondar presented the staff report. The committee discussed the potential consequences of not extending the temporary services contracts.

Ms. Bondar and Human Resources Generalist Shannon McLeod described the types of services the temporary workers provide and addressed questions from the committee regarding the small business and EEO participation of the contractors. Ms. Bondar summarized the usage level of the contracts.

Motion No. M2007-83 – Authorizing the chief executive officer to execute a contract with Northwest Landscape Services to provide agency-wide landscape maintenance services for a total authorized contract amount not to exceed \$627,420

Vicki Youngs, Interim Program Manager for the Facilities Maintenance and Signage Division, presented the staff report.

In response to a question from Board member Marin, Ms. Youngs summarized some of the advantages of combining all of the landscape and maintenance services under one contract.

The committee discussed whether landscape and maintenance services should be performed in-house or contracted out to the private sector. Mr. McCartan stated that the issue will be included as part of the 2008 budget review process.

Chair Butler announced that public comment would be taken on items within the Finance Committee's authority to take final action once a quorum has been reached.

Motion No. M2007-84 – Authorizing the chief executive officer to execute a contract amendment with Harris and Associates to provide construction management services for the Mercer Island Park-and-Ride/North Mercer Way project in the amount of \$140,452, with a contingency of \$34,000 totaling \$174,452, for a new total authorized contract amount not to exceed \$1,162,615

Capital Projects Construction Manager Christine Engler and Construction Project Manager Dick Andrews presented the staff report.

Ms. Engler provided an update on the remedial work taking place on the project, which continues to be on schedule. The committee discussed the agency's attempts to seek compensation for the design flaws of the garage and responsibilities of the remedial work.

Motion No. M2007-85 – Authorizing the chief executive officer to execute a contract amendment with KPFF Consulting Engineers, Inc. to provide design support services during construction for the Issaquah Transit Center/SR900 project in the amount of \$62,800, with a 10% contingency of \$6,280 totaling \$69,080, for a new total authorized contract amount not to exceed \$1,919,280

Capital Projects Project Manager Chris Fassero and Construction Project Manager Christine Engler presented the staff report.

Chair Butler announced a quorum of the committee had now been reached, so the committee would take action on the motion.

Public Comment

None.

It was moved by Board member Marin, seconded by Board member McIver, and carried by the unanimous vote of all members present that Motion No. M2007-85 be approved as presented.

Minutes of July 19, 2007 Finance Committee Meeting

It was moved by Board member McIver, seconded by Board member Marin, and carried by the unanimous vote of all members present that the July 19, 2007 minutes be approved as presented.

Chair Butler announced the committee would go back and take action on items that had been delayed until quorum was present.

Motion No. M2007-82 – Authorizing the chief executive officer to execute a contract amendment with VOLT Services to provide temporary on-call staffing services in the amount of \$300,000, for a new total authorized contract amount not to exceed \$750,000

Public Comment

None.

It was moved by Board member McIver, seconded by Board member Marin, and carried by the unanimous vote of all members present that Motion No. M2007-82 be approved as presented.

Motion No. M2007-89 – Authorizing the chief executive officer to execute a contract amendment with Parker Staffing Services to provide temporary on-call staffing services in the amount of \$300,000, for a new total authorized contract amount not to exceed \$750,000

Public Comment

None.

It was moved by Board member McIver, seconded by Board member Marin, and carried by the unanimous vote of all members present that Motion No. M2007-89 be approved as presented.

Motion No. M2007-90 – Authorizing the chief executive officer to execute a contract amendment with Techstaff Inc. to provide temporary on-call staffing services in the amount of \$350,000, for a new total authorized contract amount not to exceed \$550,000

Public Comment

None.

It was moved by Board member Marin, seconded by Board member McIver, and carried by the unanimous vote of all members present that Motion No. M2007-90 be approved as presented.

Motion No. M2007-91 – Authorizing the chief executive officer to execute a contract amendment with Triple Net Technologies Inc. to provide temporary on-call staffing services in the amount of \$150,000, for a new total authorized contract amount not to exceed \$350,000

Public Comment

None.

It was moved by Board member McIver, seconded by Board member Marin, and carried by the unanimous vote of all members present that Motion No. M2007-91 be approved as presented.

Motion No. M2007-83 – Authorizing the chief executive officer to execute a contract with Northwest Landscape Services to provide agency-wide landscape maintenance services for a total authorized contract amount not to exceed \$627,420

Public Comment (comments on file with Board Administration)

Paul W. Locke

It was moved by Board member McIver, seconded by Board member Marin, and carried by the unanimous vote of all members present that Motion No. M2007-83 be approved as presented.

Motion No. M2007-84 – Authorizing the chief executive officer to execute a contract amendment with Harris and Associates to provide construction management services for the Mercer Island Park-and-Ride/North Mercer Way project in the amount of \$140,452, with a contingency of \$34,000 totaling \$174,452, for a new total authorized contract amount not to exceed \$1,162,615

Public Comment

None.

It was moved by Board member Marin, seconded by Board member McIver, and carried by the unanimous vote of all members present that Motion No. M2007-84 be approved as presented.

Motion No. M2007-88 – Authorizing the chief executive officer to execute a contract amendment with Zimmer Gunsul Frasca Architects, LLP (formerly doing business as Zimmer Gunsul Frasca Partnership) to provide design services during construction for the Everett Station project in the amount of \$229,905 with a 10% contingency of \$22,990 totaling \$252,895, for a new total authorized contract amount not to exceed \$1,918,205

Capital Projects Project Manager Val Batey presented the staff report.

In response to a question from Board member Enslow, Ms. Batey stated that currently there is adequate parking available at Everett Station. However, an increase in demand for parking is expected when the third Sounder train is added to the north corridor line later this year. Ms. Batey will provide board members with the estimated costs of surface parking at the station.

Public Comment

None.

It was moved by Board member Marin, seconded by Board member McIver, and carried by the unanimous vote of all members present that Motion No. M2007-88 be approved as presented.

Motion No. M2007-92 – Authorizing the chief executive officer to execute a contract with NC Power Systems to provide equipment and installation services for the Sounder Fleet Program in the amount of \$1,404,390, with a 10% contingency of \$140,439, for a total authorized contract amount not to exceed \$1,544,829

Weylin Doyle, O&M Project Manager for Sounder Operations, presented the staff report.

Mr. Doyle described the lifespan and maintenance needs of the tier 2 engines that would be procured and installed in the Sounder trains.

Public Comment

None.

It was moved by Board member Marin, seconded by Board member McIver, and carried by the unanimous vote of all members present that Motion No. M2007-92 be approved as presented.

Items for Recommendation to the Board

Motion No. M2007-86 – Authorizing the chief executive officer to execute a contract amendment with Securitas Security Services to provide unarmed security services in the amount of \$1,800,000, for a new total authorized contract amount not to exceed \$7,764,744

Security Officer Kenneth Cummins presented the staff report. He described the duties the Securitas agents and future customer service station agents would be performing while on duty.

In response to a question from Board member McIver, Mr. Cummins discussed the M/W/DBE participation rates of the contractor and why security services are being contracted out by the agency versus retaining an in-house security staff.

The committee requested that a cost analysis of contracting out services versus retaining an in-house staff be included in future staff reports.

It was moved by Board member McIver, seconded by Board member Marin, and carried by the unanimous vote of all members present that Motion No. M2007-86 be forwarded to the Board with a do-pass recommendation.

Motion No. M2007-87 – Authorizing the chief executive officer to increase the contingency for the contract with Obayashi Corporation for construction of the Beacon Hill Station and Tunnel segment of the Central Link light rail Initial Segment project in the amount of \$4,998,656, for a new total authorized contract amount not to exceed \$305,711,996, which includes reimbursement to Sound Transit by third parties for betterments in the amount of \$214,031

Link Light Rail Director Ahmad Fazel and Link Deputy Director Joe Gildner presented the staff report.

In response to Board member McIver, Mr. Gildner and Mr. Fazel will provide the committee an explanation of the factors contributing to the contractor's low utilization of apprentices when compared to the contractor's apprentice utilization goal, before the August 23, 2007 Board meeting.

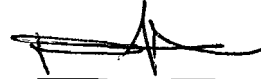
It was moved by Board member Marin, seconded by Board member McIver, and carried by the unanimous vote of all members present that Motion No. M2007-87 be forwarded to the Board with a do-pass recommendation.

Next Meeting:

Thursday, September 6, 2007, 12:00 p.m. to 2:00 p.m., Ruth Fisher Boardroom, 401 South Jackson Street, Seattle WA.

Adjourn

There was no other business; the meeting was adjourned at 2:01 p.m.



Fred Butler
Finance Committee Chair

ATTEST:



Jason Suzaka
Board Coordinator