

**SOUND TRANSIT
STAFF REPORT**

RESOLUTION NO. R2009-09

Budget Amendment for Sound Transit Police Offices

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	5/7/09	Postponed	Hamid Qasim, Chief Safety, Security and Quality Assurance Officer	(206) 398-5129
Finance Committee	5/21/09	Discussion/Possible Action to Recommend Board Approval		
Board	5/28/09	Action		

Contract/Agreement Type:	<input checked="" type="checkbox"/>	Requested Action:	<input checked="" type="checkbox"/>
Competitive Procurement	<input checked="" type="checkbox"/>	Execute New Contract/Agreement	<input checked="" type="checkbox"/>
Sole Source	<input type="checkbox"/>	Amend Existing Contract/Agreement	<input type="checkbox"/>
Agreement with Other Jurisdiction(s)	<input type="checkbox"/>	Budget Amendment	<input checked="" type="checkbox"/>
Real Estate	<input type="checkbox"/>	Property Acquisition	<input type="checkbox"/>

PROJECT NAME

Transit Police Offices

PROPOSED ACTION

Amends the Board-Adopted Lifetime Budget and the Adopted 2009 Budget to transfer \$137,000 from the Small Works Project and \$128,000 from the North King County unused financial capacity to the Service Delivery capital budget to fund offices for the Sound Transit police.

KEY FEATURES of PROPOSED ACTION

- This action amends the Board-Adopted Lifetime Budget and the Adopted 2009 Budget to provide funding to remodel a portion of Central Link Operations and Maintenance Facility for the purpose of providing the Sound Transit Police with offices and an operational area.
- The Sound Transit Police offices will consist of a locker room, evidence storage room, gun vault, and offices for the police chief, sergeants, detectives, crime analyst and administrative assistant. The offices will adhere to the guidelines necessary for a functional police facility, incorporating fire sprinkler valves and reinforced walls.
- The remodel will incorporate the use of two existing offices in the Central Link existing offices in the Central Link Operations and Maintenance Facility and designate five parking stalls at the building entrance Sound Transit Police.
- Construction of the Sound Transit Police office will be identified in the capital plan as a separate capital project with its own scope and budget.
- A separate action requesting authorization to execute a construction contract will be presented to the Finance Committee upon completion of the procurement process.

BUDGET IMPACT SUMMARY

Current Project Phase: PE/ED
 Projected Completion Date: Q3 2009

Action Outside of Adopted Budget:	✓	Comments on Checked Items
This Project		
This Phase		
This Task		
Budget Amendment Required	✓	Funding to construct Sound Transit Police offices requires a budget amendment transferring funding from other projects and unused subarea resources.

Key Financial Indicators:	✓	Comments on Checked Items
Contingency Funds Required		
Funding required from other parties (other than what is in financial plan)	✓	The North King County portion of the funding for this project was not part of the Agency financial plan through the planning horizon.

Not checked = action is assumed in current Board-adopted budget. No budget action or adjustment to financial plan required.

BUDGET and FINANCIAL PLAN DISCUSSION

The proposed action will add a new project to the Service Delivery Capital budget to provide Sound Transit Police with offices located in the Central Link Operations and Maintenance Facility. Per the Small Works Program Project in the Adopted 2009 Budget, any individual project with a project cost in excess of \$100,000 will be identified as a separate project in the capital plan and will be budgeted individually, rather than being funded within the Small Works Program.

The Sound Transit Police Offices project has a proposed budget of \$265,000, based on estimates of construction costs using the current scope and 30% design drawings. Included in the project budget is a contingency of 15% of the construction costs and budget for Agency Administration and other miscellaneous costs.

This project would be completed prior to the end of 2009.

The project will be funded by subareas on the basis of the projected scope of work for the transit police. The majority of the scope for transit policing is related to the light rail operations in North and South King County, but there is the possibility for any subarea to be served by the police in support of the commuter rail or bus operations. As such, the subarea allocations are as follows:

- Snohomish 10%
- North King County 48%
- South King County 22%
- East King County 10%
- Pierce County 10%

The funding for this project would come from unused financial capacity within North King County, and from the Service Delivery Capital Small Works project (#740) within the other subareas. Since the light rail system has not yet begun operation, the Small Works program has not been funded in the North King County subarea.

BUDGET TABLE

This project is funded through a proposed budget amendment which would be as follows:

Proposed Amendments to the 2009 Sound Transit Budget (\$000)

SERVICE DELIVERY CAPITAL

NEW - Transit Police Office

\$1000s

Phase	2009 Annual Budget			Lifetime Budget		
	2009 Proposed Project Budget	Budget Transfer	Revised Project Budget	2009 Proposed Project Budget	Budget Transfer	Revised Project Budget
Agency Administration	\$ -	\$ 15	\$ 15	\$ -	\$ 15	\$ 15
Preliminary Engr / Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Final Design / Specifications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ROW Acquisition and Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 217	\$ 217	\$ -	\$ 217	\$ 217
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Testing and Start-up	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ 33	\$ 33	\$ -	\$ 33	\$ 33
Total	\$ -	\$ 265	\$ 265	\$ -	\$ 265	\$ 265

The proposed action will create a new project, Transit Police Office, with a lifetime budget of \$265k. Based on the current project plan, all work is expected to be complete in 2009.

740 - Small Works Budget

\$1000s

Phase	2009 Annual Budget			Lifetime Budget		
	2009 Proposed Project Budget	Budget Transfer	Revised Project Budget	2009 Proposed Project Budget	Budget Transfer	Revised Project Budget
Agency Administration		\$ -	\$ -	\$ (4)	\$ -	\$ (4)
Preliminary Engr / Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Final Design / Specifications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ROW Acquisition and Permits	\$ -	\$ -	\$ -	\$ (58)	\$ -	\$ (58)
Construction Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 445	\$ (138)	\$ 307	\$ 2,810	\$ (138)	\$ 2,672
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Testing and Start-up	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 445	\$ (138)	\$ 307	\$ 2,748	\$ (138)	\$ 2,610

Funding for the Transit Police Office project will come from the Small Works Budget (project #740) for all subareas except for North King County, for which there was not a separate Small Works project budget in 2009. This budget is included on Page 78 of the Adopted 2009 Budget book. The impact of this budget transfer is illustrated above.

SMALL BUSINESS PARTICIPATION

Not applicable for this action.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

In June of 2008, Sound Transit Board authorized a three-year agreement with King County Sheriff's Office to provide law enforcement services to Sound Transit, with particular focus on the Central Link. The contracted police staff consists of a Police Chief, Administrative Sergeant, Patrol Sergeants, Detectives, Crime Analyst

and Patrol Officers. In order to operate, the police staff requires a facility that can allow for routine business as well as provide for the unique needs of a police force.

An appropriate police facility is an important element of the successful policing function. A police station provides the physical location to carry out both the operational day to day functions of the department as a professional contact location for the public and other government agencies.

The proposed design makes use of the office areas and structure in the current Central Link Operations and Maintenance Facility, making minimal changes to the building while still meeting the required specifications for a police facility. Key components of the remodel will consist of the following:

- Moving the current backup link central control console to a different location in the same area, to maximize space efficiency
- Creating an office for the Police Chief
- Reinforcing certain walls to meet required police specifications
- Providing fire suppressant sprinklers by the main entrance
- Moving the wall dividing the current office from the Server room to make space for Locker Room, Evidence Storage and Gun Vault.
- Providing cubicle walls for key police staff personnel
- Building a conference room
- Incorporating a separate report office on the first floor for on-duty police officers
- Designating five parking stalls reserved for police vehicles.

The remodel will also incorporate all the electrical and network rewiring needed to allow the various new rooms and office areas to remain operational.

Analysis of Contracting Out versus Performing Work In-House

This is a construction project and therefore it is not feasible to contract this in-house.

PRIOR BOARD/COMMITTEE ACTIONS ON THIS PROJECT

None.

CONSEQUENCES of DELAY

Transit Police are currently operating out of the security office in Union Station with no designated street parking. This current office is inadequate to meet the ongoing operational and administrative needs of the Transit Police as a result of the expanded force being put into place for Link operations. A delay or denial of this action by the Board could limit the Transit Police department's ability to perform their duties and affect timely responses to police or security incidents.

PUBLIC INVOLVEMENT

Not applicable to this action.

ENVIRONMENTAL COMPLIANCE

SSK 4-29-09

LEGAL REVIEW

JW 5/5/09

SOUND TRANSIT

RESOLUTION NO. R2009-09

A RESOLUTION of the Board of the Central Puget Sound Regional Transit Authority amending the Board-Adopted Lifetime Budget and the 2009 Adopted Budget to transfer \$137,000 from the Small Works Project and \$128,000 from the North King County unused financial capacity to the Service Delivery capital budget to fund offices for the Sound Transit police.

WHEREAS, the Central Puget Sound Regional Transit Authority, hereinafter referred to as Sound Transit, has been created for the Pierce, King, and Snohomish Counties region by action of their respective county councils pursuant to RCW 81.112.030; and

WHEREAS, Sound Transit is authorized to plan, construct, and operate a high-capacity system of transportation infrastructure and services to meet regional public transportation needs in the Central Puget Sound region; and

WHEREAS, in general elections held within the Central Puget Sound Regional Transit Authority district on November 5, 1996 and November 4, 2008, voters approved local funding to implement a regional high-capacity transportation system for the Central Puget Sound region; and

WHEREAS, by Resolution No. R2008-14, the Sound Transit Board adopted the 2009 budget by a two-thirds affirmative vote of the entire membership; and

WHEREAS, by Motion No. M2008-57, approved June 12, 2008, the Sound Transit Board adopted an agreement with King County Sheriff's Office for Law Enforcement services through a Transit Police force; and


WHEREAS, the Sound Transit Police force is being expanded to provide law enforcement for the start-up of Central Link light rail operations in addition to other Sound Transit services and facilities; and

WHEREAS, Link light rail service from Westlake Station in the Downtown Seattle Transit Tunnel to the Tukwila/International Blvd. Station will begin in mid-2009 with the Airport Link light rail segment opening by the end of 2009; and

WHEREAS, Board adoption of the 2009 Budget and subsequent amendments are deemed major decisions of the Board and therefore require a two-thirds affirmative vote of the entire membership of the Board.

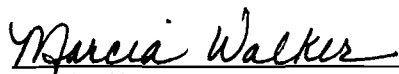
NOW, THEREFORE, BE IT RESOLVED by the Board of the Central Puget Sound Regional Transit Authority that the Board-Adopted Lifetime Budget and the Adopted 2009 Budget are hereby amended to transfer \$137,000 from the Small Works Project and \$128,000 from the North King County unused financial capacity to the Service Delivery capital budget to fund offices for the Sound Transit police.

ADOPTED by an affirmative vote of two-thirds of the entire Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on May 28, 2009.



Claudia Thomas
Board Vice Chair

ATTEST:



Marcia Walker
Board Administrator