



Puget Sound Regional Council

Operations Committee

Thursday, March 23, 2023 • 9:00 – 9:50 AM

Hybrid Meeting - PSRC Conference Room – 1011 Western Avenue, Suite 500, Seattle, 98104

Attend, watch or listen

- The public can attend meetings at PSRC's offices
- Watch the meeting live at <https://www.psrc.org/watch-meetings>
- Listen by phone 1-888-475-4499, Meeting ID: 862 8032 3222, Passcode: 795705

Provide public comment

- **Public comment must relate to an action or discussion item on the agenda. Each member of the public will have 2 minutes to speak.**
- **In-person**
Public comment may be made in person at PSRC's office.
- **Comment during the meeting by Zoom or phone:** [Register here](#)
To allow staff time to process requests, registration is required and closes at 8:00 am the day of the meeting. Late registrations will not be accepted.
- **Written comments**
Comments may be submitted via email to cmoreau@psrc.org by 8:00 am the day of the meeting. Comments will be shared with board members. Comments received after the deadline will be provided to board members after the meeting.

Public comments are public records and may be subject to disclosure pursuant to the Public Records Act, RCW Chapter [42.56](#).

1. Call to Order and Roll Call (9:00) - Mayor Becky Erickson, Chair

2. Communications and Public Comment

Public comment must relate to an action or discussion item on the agenda.

3. Consent Agenda - Action Items

- a. Approve Minutes of Meeting held February 23, 2023
- b. Approve Vouchers Dated January 31, 2023 through March 6, 2023 in the Amount of \$896,344.51

4. Action Items

- a. Approve Increased Contract Authority for Low Voltage Contractor
- b. Recommend Approval of Fiscal Years 2024-2025 Biennial Budget and Work Program
- c. Approve Contract Authority for 2023 General Assembly

5. Discussion Items

- a. Public Participation Plan
- b. Summer Planning Academy Policy

6. Information Items

- a. New Employee Status Report
- b. Fiscal Year 2022 Audit Results for Puget Sound Regional Council and the Central Puget Sound Economic Development District
- c. Monthly Budget Report
- d. Contract Status Report
- e. Grant Status Report
- f. Save the Date: Joint Board Session on ACT, Friday, April 28, 10:00AM-12:00PM
- g. Save the Date: General Assembly, Tuesday, May 30, 11:00 AM – 1:00 PM

7. Next Meeting:

Thursday, April 27, 2023, 9:00 - 9:50 AM

8. Adjourn (9:50)

Board members please submit proposed amendments and materials prior to the meeting for distribution. Organizations/individuals may submit information for distribution. Send to Casey Moreau, e-mail cmoreau@psrc.org; fax (206) 587-4825; or mail.

For language or ADA assistance at PSRC board meetings, please contact us at (206) 464-7090 at least 72 hours in advance of the meeting. For TTY-based telecommunications relay service dial 711.

العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng việt | Vietnamese, visit <https://www.psrc.org/contact/language-assistance>.



Puget Sound Regional Council

MINUTES

OPERATIONS COMMITTEE MEETING

THURSDAY, FEBRUARY 23, 2023

PUGET SOUND REGIONAL COUNCIL, HYBRID MEETING

9:00 A.M.

1. Call to Order and Roll Call

Mayor Becky Erickson called the meeting of the Operations Committee to order at 9:00 a.m. Chair Erickson shared it would be a hybrid meeting, allowing for remote and in-person attendance. A call-in number was provided on the meeting agenda for members of the public to listen to the meeting.

Roll call determined attendance and that a quorum was present.

See attached attendance roster for members and alternates present for all or part of the virtual meeting.

Guests and staff present for all or part of the virtual meeting were:

Ben Bakkenta, PSRC

Josh Brown, PSRC

Nancy Buonanno Grennan, PSRC

Patty Jakala, PSRC

Piset Khuon, PSRC

Joe Kunzler

Thu Le, PSRC

Liana Lopez, PSRC

Lili Mayer, PSRC

Mikayla Svob, PSRC

Alex Tsimerman

Andrew Werfelmann, PSRC

2. Communications and Public Comment

Joe Kunzler and Alex Tsimerman provided public comment.

3. Consent Agenda

a. Approve Minutes of Meeting held January 26, 2023

b. Approve Vouchers Dated December 31, 2022, through February 6, 2023 in the Amount of \$1,226,734.13

Consent Agenda: It was moved and seconded (Wahl/Figueroa) to approve the minutes of the Operations Committee meeting January 26, 2023, and the vouchers dated December 31, 2022 through February 6, 2023 in the Amount of \$1,226,734.13. The motion was unanimous.

4a. Action Item—Contract Authority for Audio Visual Equipment Purchase and Installation

Nancy Buonanno Grennan, PSRC, reminded the committee that PSRC will be moving to a new office location at 1201 3rd Avenue in downtown Seattle. The new offices will have eight meeting rooms, one of those being a divisible board room. She shared details of other equipment needs for PSRC's server room and data team. PSRC is requesting contract authority for the audio-visual equipment purchase and installation in an amount not to exceed \$485,000.

Action: It was moved and seconded (Figueroa/Wahl) to recommend the Executive Board authorize the Executive Director to enter one or more contracts for new audio-visual equipment and its installation in an amount not to exceed \$485,000. The motion was unanimous.

5a. Information Item – Monthly Budget Report

5b. Information Item – Contract Status Report

5c. Information Item – Grant Status Report

Andrew Werfelmann, PSRC, reviewed the monthly budget reports.

5d. Information Item – VISION 2050 Award Nominations Flyer

Josh Brown shared details of the VISION 2050 Awards program and noted that nominations can be submitted through April 1, 2023.

5e. Information Item – Save the Date: Joint Board Session on ACT, Friday, April 28, 10:00AM-12:00PM

Ben Bakkenta, PSRC, announced that the US Department of Transportation awarded PSRC \$4.9 million in grant funding through the USDOT's new Safe Streets and Roads for All program. The grant will support the development of a regional safety plan, which is a priority identified in the Regional Transportation Plan. It will also fund six safety plans for the cities of Burien, Everett, Kent, Redmond, Tukwila and Pierce County. PSRC expects to bring an action to the Operations Committee related to adding the grant award to the budget. The committee will receive further details at that meeting. Members discussed grant funding for ports and notifying members when further funding is available.

The meeting adjourned at 9:28 AM.

Attachments:

Operations Cmte February 23, 2023 Attendance Roster

PSRC Operations Committee February 23, 2023

Jurisdiction		Member	Attend
King County	2	CM Joe McDermott	1
		Vacant	
City of Seattle	1	CM Andrew Lewis	
King County Cities/Towns	1	CM Chris Roberts, Shoreline	1
		MYR Dana Ralph, Kent Alt.	1
Kitsap County & Cities/Towns	1	MYR Becky Erickson, Poulsbo, Chair	1
		CM Rob Gelder, Kitsap County Alt.	
Pierce County	1	CM Dave Morell	1
		CM Ryan Mello Alt	
Pierce County Cities/Towns	1	MYR Pro Tem Javier Figueroa, University Place	1
		CM Ned Witting, Puyallup Alt.	
Snohomish County	1	CM Sam Low	
		CM Jared Mead Alt.	1
Snohomish County Cities/Towns	1	MYR Barb Tolbert, Arlington	
		CM Bryan Wahl, Mountlake Terrace Alt.	1
Statutory Members: Ports, WSDOT, WA Trans. Commission	1	COM David Simpson, Port of Everett	1
		Vacant Alt.	
Members	10		9
		(Quorum = 5) Quorum Total	8



Puget Sound Regional Council

CONSENT AGENDA

March 16, 2023

To: Operations Committee

From: Josh Brown, Executive Director

Subject: Approve Vouchers Dated January 31, 2023 through March 6, 2023 in the Amount of \$896,344.51

IN BRIEF

Two representatives of the Operations Committee review and sign off on the vouchers. In accordance with RCW 42.24.080, following the Operations Committee's review, the Executive Board approves the vouchers. Since the meeting is being attended remotely, PSRC will email voucher information to 2 members of the Operations Committee for review and approval.

RECOMMENDED ACTION

Recommend the Executive Board approve the following vouchers:

REQUESTED

WARRANT DATE

02/13/23 - 03/06/23

01/31/23 - 02/15/23

VOUCHER NUMBER

AP Vouchers

Payroll

TOTALS

\$ 157,927.10

\$ 738,417.41

\$ 896,344.51

For additional information, please contact Andrew Werfelmann at 206-971-3292; email awerfelmann@psrc.org.



Puget Sound Regional Council

DISCUSSION ITEM

March 16, 2023

To: Operations Committee

From: Josh Brown, Executive Director

Subject: **Approve Increased Contract Authority for Low Voltage Installation**

IN BRIEF

Authorization by the Executive Board is required for the Executive Director to enter a contract in excess of \$10,000 per year. In January, the Executive Board approved authorization for low voltage cabling in an amount not to exceed \$121,000 for installation in PSRC's new office space. After receiving four estimates, staff is requesting increased authority in an amount not to exceed \$185,000.

RECOMMENDED ACTION

Recommend the Executive Board to authorize the Executive Director to enter one or more contracts for low voltage installation in an amount not to exceed \$185,000.

BUDGET IMPACT

The adopted Biennial Budget and Work Program includes sufficient funds within the budget for the down payment needed to secure the purchase of the low voltage cabling for PSRC's new office space. The remainder of the expenditure will be reflected in the biennial budget and work program proposal for Fiscal Years 2024-2025.

DISCUSSION

On July 28, 2022, the Executive board authorized the Executive Director to execute a lease for new office space at 1201 3rd Avenue in downtown Seattle, effective January 1, 2024. The lease, as executed, requires the landlord to pay for the entirety of the construction-related tenant improvements. PSRC is responsible for certain improvements, such as cabling, required to ensure access to internet, computer networks, phones, and web-streaming.

In February 2023, the Executive Board approved authorization for low voltage cabling (or IT cabling) in an amount not to exceed \$121,000. Staff reached out to vendors who successfully bid for the state's contracts for IT cabling and received four estimates ranging from \$150,000 to \$390,000. Staff selected the vendor with the lowest cost estimate and is seeking contract authority with some built-in contingency.

For more information, please contact Piset Khuon, Senior Information Technology Specialist, at pkhuon@psrc.org or (206) 971-3271 or Nancy Buonanno Grennan, Deputy Executive Director, at nbgrennan@psrc.org or (206) 464-7527.



Puget Sound Regional Council

ACTION ITEM

March 16, 2023

To: Operations Committee

From: Josh Brown, Executive Director

Subject: Recommend Approval of Fiscal Years 2024-2025 Biennial Budget and Work Program

IN BRIEF

On Thursday, March 23, 2023, the Operations Committee will be asked to recommend to the Executive Board the Fiscal Years 2024-2025 Biennial Budget and Work Program for adoption by the General Assembly on April 29, 2023.

Additional information on dues options will be sent to Operations Committee members to facilitate the discussion and to finalize the budget proposal.

An April approval by the Executive Board is needed to stay on schedule for adoption at the May 25th General Assembly.

RECOMMENDED ACTIONS

1. **Recommend that the Executive Board approve the Proposed FY 2024-2025 Biennial Budget and Work Program and recommend adoption by the General Assembly on May 25, 2023.**
2. **Recommend that the General Assembly adopt Resolution PSRC-A-2023-01 authorizing the submittal of the adopted Fiscal Year 2024-2025 Biennial Budget and Work Program.**

BUDGET IMPACT

The proposed FY 2024-2025 Biennial Budget and Work Program of \$32.0 million is based on revenue and expense assumptions illustrated in Tables 1 through 7, beginning on page 20 of the Draft FY2024-2025 Biennial Budget and Work Program Document.

BACKGROUND

The Puget Sound Regional Council is a federally designated Metropolitan Planning Organization, the state designated Regional Transportation Planning Organization for the four-county area, and has specific responsibilities under the Infrastructure Investment and Jobs (IIJA) Act, Fixing America's Surface Transportation (FAST) Act, Clean Air Act (CAA), the state Growth Management Act (GMA), the Economic Development Act (EDA), and the Interlocal Agreement approved by PSRC members.

PSRC is funded through a combination of federal and state grants and local funds. The federal grants traditionally make up nearly 80 percent of the funding, while state grants contribute about 5 percent. Local funds provide approximately 15 percent and are used to match the state and federal grants and fund work not covered by federal and state grants.

PSRC's major activities in the FY 2024-2025 Budget and Work Program will build on and enhance efforts carried forward from Fiscal Years 2022-2023, focusing on meeting mandates and continuing to provide essential services to members. The budget contains the following elements: Planning Management, Regional Growth Planning, Transportation Planning, Economic Development, Data, Council Support, Communications, and Administrative Services.

The Operations Committee, which has primary responsibility for developing the annual Budget and Work Program, began work on the budget in September with a review of key dates. In October, the committee reviewed the revenue and expenditure assumptions as well as PSRC's financial policies. The resulting draft of the Budget and Work Program received a final review by the Operations Committee on December 1, 2022.

The Executive Board, Transportation Policy Board, Growth Management Policy Board, and Economic Development District Board were given information on the proposed draft Budget and Work Program in January.

By the conclusion of their March 23rd meeting, the Operations Committee will have finalized a recommended Budget and Work Program for presentation to the Executive Board for approval at their meeting on April 27th, 2023. The action to adopt the Proposed FY 2024-2025 Biennial Budget and Work Program by the General Assembly is contingent upon Executive Board approval in April.

To view the Proposed Biennial Budget and Work Program, Fiscal Years 2024-2025 online, please refer to:

<https://www.psrc.org/sites/default/files/2022-08/budgetfy2022-23supp-amend.pdf>

If you have questions, please call Andrew Werfelmann, PSRC Budget Manager, at (206) 688-8220 or email awerfelmann@psrc.org.

Attachments:

BudgetWorkProgram_Resolution GA2023 as of 03-03-23



Puget Sound Regional Council

RESOLUTION NO. PSRC-A-2023-01

A RESOLUTION of the Puget Sound Regional Council Authorizing Submittal of the Fiscal Years 2022-2023 Biennial Budget and Work Program

WHEREAS, the General Assembly of the Puget Sound Regional Council (PSRC), at its meeting on May 25, 2023, adopted the Biennial Budget and Work Program for Fiscal Years 2024-2025;

WHEREAS, that the Executive Director of the Puget Sound Regional Council is authorized to submit to the federal and state agencies the grant application to carry out the Biennial Budget and Work Program, and all supporting information, including procedures to ensure compliance with the requirements of the U.S. Department of Transportation, the Economic Development Administration; the Environmental Protection Agency; the Federal Aviation Administration; the United States Geological Survey; and the Washington State Department of Transportation.

NOW THEREFORE BE IT RESOLVED that the Executive Director is designated as the authorized official to execute grant contracts on behalf of the Puget Sound Regional Council with the United States Department of Transportation, the Economic Development Administration; the Environmental Protection Agency; the Federal Aviation Administration; the United States Geological Survey; and the Washington State Department of Transportation in support of the adopted budget and work program; and

BE IT FURTHER RESOLVED that the Executive Director of PSRC is authorized to incur costs beginning on July 1, 2023, and receive planning monies from the federal and state agencies and local jurisdictions pursuant to the adopted Biennial Budget and Work Program for Fiscal Years 2024-2025 for the Puget Sound Regional Council.

ADOPTED by the Assembly this 25th day of May, 2023.

Claudia Balducci, Councilmember
King County
President, Puget Sound Regional Council

ATTEST: _____
Josh Brown, Executive Director



Puget Sound Regional Council

ACTION ITEM

March 16, 2023

To: Operations Committee

From: Josh Brown, Executive Director

Subject: **Approve Contract Authority for 2023 General Assembly**

IN BRIEF

Authorization by the Executive Board is required for the Executive Director to enter into a contract in excess of \$10,000 per year. A request is being made to authorize the Executive Director to enter into one or more contracts to include but not limited to space rental, catering, and audio/visual expenses related to the 2023 General Assembly.

RECOMMENDED ACTION

Recommend that the Executive Board authorize the Executive Director to enter into one or more contracts for support of the 2023 General Assembly. The total cost for all contracts will not exceed \$30,000.

BUDGET IMPACT

The adopted Fiscal Years 2022-2023 Supplemental Biennial Budget and Work Program includes funding for this project. Total budget for the contract is not to exceed \$30,000.

DISCUSSION

The Puget Sound Regional Council General Assembly includes all mayors, county executives, commissioners, and councilmembers of PSRC member jurisdictions, tribes and statutory members. Each elected representative is a voting member of the General Assembly. The General Assembly will meet on May 30, 2023, to adopt the FY2024-2025 biennial budget and work program and elect new officers.

If you have any questions, please contact Josh Brown at 206-464-7515 or email jbrown@psrc.org; or Sheila Rogers at 206-464-5815 or email srogers@psrc.org.



Puget Sound Regional Council

DISCUSSION ITEM

March 16, 2023

To: Operations Committee
From: Michele Leslie, Principal Communications Manager
Subject: **Public Participation Plan**

IN BRIEF

PSRC staff have been working with the Equity Advisory Committee to update the Public Participation Plan. A draft version is being reviewed by PSRC boards this month with the goal of releasing the plan for public comment from March 23 to May 8, 2023.

DISCUSSION

The Puget Sound Regional Council maintains a Public Participation Plan to establish consistent procedures to ensure people have reasonable opportunities to be involved in the regional planning process and to provide examples of the types of tools and techniques the agency may use to communicate with the public. Public Participation Plans are a federal requirement for Metropolitan Planning Organizations. PSRC's Public Participation Plan was last updated in 2018.

Staff engaged the Equity Advisory Committee to update the Plan's goals and strategies. In addition, staff incorporated suggested changes from the Federal Highway Administration and the Federal Transit Administration.

The new draft Public Participation Plan has an enhanced focus on equity, updated goals, desired outcomes and guiding principles, as well as a suite of new techniques and tools for engagement. Past versions of the Public Participation Plan have been focused on the Regional Transportation Plan and the Regional Transportation Improvement Program since the mandate for the plan is derived from PSRC's MPO planning requirements. The new plan features an expanded emphasis on public participation related to VISION 2050 and the Regional Economic Strategy.

The draft Public Participation Plan is [available on PSRC's website](#).

For more information, contact Michele Leslie at mleslie@psrc.org or Noah Boggess at nboggess@psrc.org.



Puget Sound Regional Council

DISCUSSION ITEM

March 16, 2023

To: Operations Committee
From: Josh Brown, Executive Director
Subject: **PSRC Summer Planning Academy**

IN BRIEF

PSRC is planning a youth engagement program (Summer Planning Academy) starting in July 2023 to increase interest in the planning profession.

DISCUSSION

In summer 2023, staff are conducting a youth engagement program called PSRC Summer Planning Academy (SPA). The goals of the structured youth engagement program include:

- Introducing individuals to the planning process and profession at an early age.
- Engaging young people on a regular basis to provide input on PSRC's policies and programs.
- Promoting equity in the region by actively recruiting and engaging youth from diverse backgrounds including Black, Indigenous, and people of color (BIPOC) communities, low-income residents, and people with disabilities.

The program is open to any rising high school student in the region and will take place on four consecutive Fridays beginning July 21, 2023. Each day will introduce students to planning topics in the region, introduce them to panelists and speakers contributing to this work, and include site visits to relevant locations across the four counties.

The application for SPA will go live later in March. Please reference [PSRC's Youth Engagement](#) page on our website and contact Noah P. Boggess at nboggess@psrc.org if you have any questions.



Puget Sound Regional Council

INFORMATION ITEM

March 16, 2023

To: Operations Committee
From: Josh Brown, Executive Director
Subject: **New Employee Status Report**

PSRC has one new employee:

Alexa Leach – Administrative Assistant I in Transportation Planning Division.

Alexa has a Bachelor's degree in Business Management from West Virginia University. Prior to joining PSRC, Alexa was a Senior Representative at BNY Mellon in Pittsburgh, PA.

For more information, please contact Thu Le at 206-464-6175 or tle@psrc.org.



Puget Sound Regional Council

INFORMATION ITEM

March 16, 2023

To: Operations Committee

From: Josh Brown, Executive Director

Subject: Fiscal Year 2022 Audit Results for Puget Sound Regional Council and the Central Puget Sound Economic Development District

On March 10, 2023, the State Auditor's Office (SAO) held their annual exit conference via Teams. At the exit conference, the SAO presented the results of their audit of both PSRC and CPSEDD. Both PSRC and CPSEDD had clean audits with no findings, management letters or exit items to report.

Audit reports, including financials, will be published the week of March 20, 2023 on the SAO website at: www.sao.wa.gov.

For more information, please contact Lili Mayer at (206) 688-8221 or LMayer@psrc.org.

Attachments:

FY22 Audit Exit Conference Summary



Office of the Washington State Auditor

Pat McCarthy

Exit Conference: Puget Sound Regional Council and Central Puget Sound Economic Development District

The Office of the Washington State Auditor's vision is increased trust in government. Our mission is to provide citizens with independent and transparent examinations of how state and local governments use public funds, and develop strategies that make government more efficient and effective.

The purpose of this meeting is to share the results of your audit and our draft reporting. We value and appreciate your participation.

Audit Reports

We will publish the following reports:

- Accountability audit for July 1, 2021 through June 30, 2022 for **PSRC** – see draft report.
- Financial statement July 1, 2021 through June 30, 2022 for **CPSEDD**– see draft report.
- Financial statement and federal compliance audit for July 1, 2021 through June 30, 2022 for **PSRC** – see draft report.

Audit Highlights

- We are pleased to note that we have no findings, management letters, or exit items to report.
- We would like to thank Lili Mayer, Andrew Werfelmann, Melissa Taylor, Patty Jakala and accounting staff for their open communication and timely responsiveness.

Financial Statement Audit Communication

We would like to bring the following to your attention:

- There were no identified any material misstatements during the audit.
- There were no uncorrected misstatements in the audited financial statements.

Finalizing Your Audit

Report Publication

Audit reports are published on our website and distributed via email in a .pdf file. We also offer a subscription service that notifies you by email when audit reports are released or posted to our website. You can sign up for this convenient service at <https://portal.sao.wa.gov/SAOPortal>.

Management Representation Letter

We have included a copy of representations requested of management.

Audit Cost

At the beginning of the audit, we estimated the cost of the audit to be \$48,000 for PSRC and \$10,300 for CPSEDD and actual audit costs will approximate that amount.

Your Next Scheduled Audit

Your next audit is scheduled to be conducted in late 2023 and early 2024 and will cover the following general areas:

- Accountability for public resources (PSRC)
- Financial statement (PSRC and CPSEDD)
- Federal programs (PSRC)

The estimated cost for the next audit based on current rates is \$48,000 for PSRC and \$10,300 for CPSEDD plus travel expenses. This preliminary estimate is provided as a budgeting tool and not a guarantee of final cost.

If expenditures of federal awards are \$750,000 or more in any fiscal year, notify our Office so we can schedule your audit to meet federal Single Audit requirements. Federal awards can include grants, loans, and non-cash assistance like equipment and supplies.

Working Together to Improve Government

Audit Survey

When your report is released, you will receive an audit survey from us. We value your opinions on our audit services and hope you provide feedback.

Local Government Support Team

This team provides support services to local governments through technical assistance, comparative statistics, training, and tools to help prevent and detect a loss of public funds. Our website and client portal offers many resources, including a client Help Desk that answers auditing and accounting questions. Additionally, this team assists with the online filing of your financial statements.

The Center for Government Innovation

The Center for Government Innovation at the Office of the Washington State Auditor offers services specifically to help you help the residents you serve at no additional cost to your government. What does this mean? We provide expert advice in areas like Lean process improvement, peer-to-peer networking, and culture-building to help local governments find ways to be more efficient, effective and transparent. The Center can help you by providing assistance in financial management, cybersecurity and more. Check out our best practices and other resources that help local governments act on accounting standard changes, comply with regulations, and respond to recommendations in your audit. The Center understands that time is your most precious commodity as a public servant, and we are here to help you do more with the limited hours you have. If you are interested in learning how we can help you maximize your effect in government, call us at (564) 999-0818 or email us at Center@sao.wa.gov.

Questions?

Please contact us with any questions about information in this document or related audit reports.

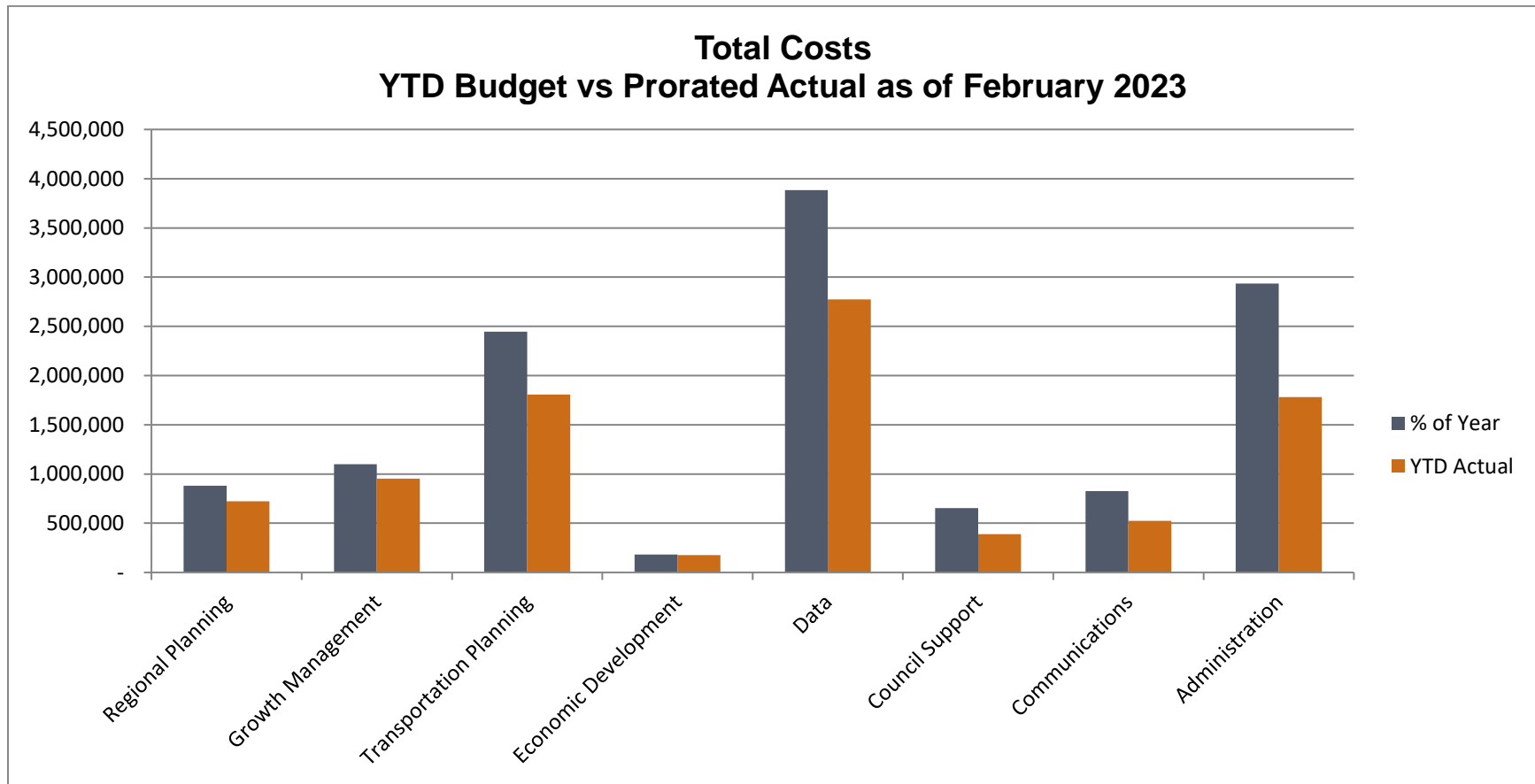
Kelly Collins, CPA, CFE, Director of Local Audit, (564) 999-0807, Kelly.Collins@sao.wa.gov

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Kathy Fleming, Audit Lead, (206) 613-7637, Kathy.fleming@sao.wa.gov



Budget as of July 2022 Amended Supplemental Budget.

Percent of Year represents the amount of expenses that each department should have based on the current month of the fiscal year as it relates to the department's annual budget.

53.7% of labor, 12.2% of overall consultant budget, and 23.6% of direct budget expensed.

2 open positions recently filled. Some direct expenditures are annual costs paid upfront. New accounting standard for rent expense reporting reduced stated rent expense for year.

Puget Sound Regional Council
LARGE CONTRACT STATUS REPORT
as of 3/14/2023

Large contracts are those contracts having a value over \$10,000. Authorization to award a contract over \$10,000 goes before the Operation Committee for approval and their recommendation to the Executive Board to authorize the Executive Director to enter into a consultant contract for a particular work project in the adopted budget.										
Contractor	Description	Project* Manager	Board Approved	Date Issued	% DBE/ WBE**	Contract Amount	Amount Paid	Amount Remaining	% Billed	Contract End Date
NEW - NONE										
AMENDED - NONE										
COMPLETED *** NONE										
PROJECT SPECIFIC										
Aakavs Consulting	GIS/IT Technical Support	Carol Naito	03/25/21	06/23/22	0%	\$29,000	\$22,145	\$6,855	76%	12/31/23
AMPORF	Travel Model Software Development Cooperative	Stefan Coe	07/28/22	09/01/22	0%	\$210,000	\$35,000	\$175,000	17%	06/30/28
CCS Global Tech	On-Call Support for Trans Projects Online App Services	Jennifer Barnes	10/21/21	01/18/22	0%	\$34,000	\$25,380	\$8,620	75%	06/30/23
Resource Systems Group	2023 Household Survey Program - Wave 1	Brian Lee & Suzanne Childress	03/24/22	10/12/22	0%	\$870,000	\$0	\$870,000	0%	03/31/24
Resource Systems Group	Travel Model Implementation & Tech Support	Stefan Coe	07/28/22	12/02/22	0%	\$100,000	\$0	\$100,000	0%	06/30/24
Seitel Systems	Information Systems and Network Support Services	Kathryn Johnson	05/27/21	07/01/21	0%	\$90,000	\$66,217	\$23,783	74%	06/30/23
Upanup, Inc	Website Support	Carolyn Downs	09/22/22	10/01/22	0%	\$31,000	\$7,400	\$23,600	24%	09/30/25
Avidex	Audio/Visual Design Services	Nancy Buonanno Grennan	N/A	09/07/22	0%	\$18,781	\$16,478	\$2,303	88%	tbd
Holland & Knight	Federal Affairs and Funding Consultant Services	Robin Koskey	12/01/22	01/03/23	0%	\$228,000	\$19,000	\$209,000	8%	12/19/24
Sound View Strategies	ACE Support Consultant Services	Jason Thibedeau	12/01/22	02/01/22	0%	\$80,000	\$16,000	\$64,000	20%	06/30/23
ON-CALL										
Cascadia Law Group	On-Call Legal Services	Nancy Buonanno Grennan	06/27/19	01/02/20	0%	\$260,000	\$240,325	\$19,675	92%	12/31/24
Etairos HR	On-Call Human Resources Services	Thu Le	05/27/21	09/15/21	100%	\$40,000	\$14,550	\$25,450	36%	06/30/23
Fisko Kretschmer Smith Dixon Ormseth	On-Call Legal Services for Commercial Leases	Nancy Buonanno Grennan	05/27/21	06/08/22	0%	\$15,000	\$10,042	\$4,958	67%	tbd
Sebris Busto James	On-Call Legal Services	Nancy Buonanno Grennan	06/27/19	01/02/20	0%	\$15,000	\$6,835	\$8,165	46%	12/31/24
Francis & Company	On-Call Financial Services	Lili Mayer	06/27/19	03/02/20	100%	\$120,000	\$67,302	\$52,699	56%	02/28/26
TOTAL						\$2,140,781	\$546,673	\$1,594,108		
* Staff Directory										
** Percentage of DBE/WBE as certified by Washington State										
*** A list of Completed Contracts is available on request.										

Puget Sound Regional Council GRANT STATUS REPORT

Active Grants									
Granting Agency	Description	Project Lead	Project Number	Grant Amount	Expended as of 01/31/23	Remaining to be Expended	Billed as of 12/31/2022	Remaining to bill	Grant Period
FHWA Funding FY22-23	Regional Planning	Lili Mayer	Multiple	7,955,125.78	4,783,523.63	3,171,602.15	4,783,523.63	3,171,602.15	7/1/21 - 6/30/23
FTA 5303 Funding FY22-23	Regional Planning	Lili Mayer	Multiple	2,573,630.06	1,635,084.50	938,545.56	1,635,084.50	938,545.56	7/1/21 - 6/30/23
RTPO FY22/23	Regional Planning	Lili Mayer	Multiple	1,506,056.00	1,210,712.07	295,343.93	1,210,712.07	295,343.93	7/1/21 - 6/30/23
STBG	Regional Planning	Kelly McGourty	Multiple	2,000,000.00	1,583,347.90	416,652.10	1,583,347.90	416,652.10	7/1/21 - 6/30/23
EDA Planning Grant	Regional Planning	Jason Thibedeau	Multiple	300,000.00	280,718.00	19,282.00	275,000.00	25,000.00	4/1/20 - 3/31/23
FY22 FTA 5307 RTP	Regional Planning	Gil Cerise	Multiple	1,250,000.00	980,840.00	269,160.00	980,840.00	269,160.00	1/5/22 - 3/31/24
University of Washington*	Models Research	Brian Lee	004.72.0.0	61,674.00	11,406.55	50,267.45	11,406.55	50,267.45	9/1/22 - 8/31/23
				15,646,485.84	5,166,571.19				
Recently Completed									
WSDOT 5310 Special Needs Trans**	Regional Planning	Gil Cerise	002.39.0.0	400,000.00	400,000.00	-	400,000.00	-	5/1/20 - 6/30/23
WA Department of Ecology	Stormwater Parks	Erika Harris	Multiple	268,965.00	174,686.24	94,278.76	143,519.27	125,445.73	8/1/20 - 12/30/22
EDA CARES Act Grant	Regional Planning	Jason Thibedeau	003.08.0.0	400,000.00	352,245.57	47,754.43	352,245.57	47,754.43	7/1/20 - 6/30/22
FTA 5307 Regional Transit Planning	Regional Planning	Gil Cerise	Multiple	2,500,000.00	2,500,000.00	-	2,500,000.00	-	12/17/19 - 3/31/22
FHWA Carry Forward Funding FY21	Regional Planning	Lili Mayer	Multiple	2,664,679.00	2,664,679.00	-	2,664,679.00	-	7/1/21 - 2/28/22
FTA 5303 Carry Forward Funding FY21	Regional Planning	Lili Mayer	Multiple	408,478.00	408,478.00	-	408,478.00	-	7/1/21 - 12/31/21
RTPO FY20/21	Regional Planning	Diana Lauderbach	Multiple	1,767,177.00	1,767,177.00	-	1,767,177.00	-	7/1/19 - 6/30/21
STP	Regional Planning	Kelly McGourty	Multiple	2,000,000.00	2,000,000.00	-	2,000,000.00	-	7/15/19 - 6/30/24
FAA Grant	Airport Improvement	Ben Bakkenta	000.50.3.0	1,641,361.00	1,527,590.97	113,770.03	1,527,590.97	113,770.03	9/17/18 - 6/30/21
WSDOT Passenger-Only Ferry Study	Regional Planning	Gil Cerise	002.07.0.0	350,000.00	350,000.00	-	350,000.00	-	10/15/19 - 3/31/21
EPA Healthy Watersheds Grant	Regional Planning	Erika Harris	001.12.0.0	200,000.00	200,000.00	-	200,000.00	-	10/1/16 - 6/30/21
EDA Planning Grant	Regional Planning	Jason Thibedeau	Multiple	300,000.00	300,000.00	-	300,000.00	-	4/1/17 - 3/31/20
*Received 1/27/2023									
**Completed early									

Joint Board Session on ACT

Affirm, Counter, Transform

Friday, April 28

10:00 AM – 12:00 PM

Hybrid Meeting



Puget Sound Regional Council

The joint board session will cover how to apply ACT (Affirm, Counter, Transform) as a tool to address challenging conversations about racial equity and educate others about the topic. The session will provide board members with the opportunity to practice applying ACT to racial equity issues impacting our region today.

All PSRC board members are highly encouraged to attend. You do not need to have attended a past session to participate.

RSVP information coming soon.



NEW DATE!

PSRC GENERAL ASSEMBLY

MAY 30, 2023

11:00 AM – 1:00 PM

**Embassy Suites, Seattle Downtown Pioneer Square
255 South King Street, Seattle 98104**

Registration will open in early April.

The full Assembly includes all mayors, county executives, and council and commission members from member jurisdictions, tribes, and representatives of statutory members. Each elected representative is a voting member of the General Assembly.

