



**King County**

**Metropolitan King County Council**

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March 23, 2009

Kathy Brown, Director  
Facilities Management Division  
500 4<sup>th</sup> Avenue, Suite 800  
Seattle, Washington 98104

Dear Kathy:

As you are aware, the Council approved Ordinance 16375 on March 2, 2009, which appropriated \$3,056,114 to the major maintenance reserve fund (MMRF) to replace the hot water piping system at the Maleng Regional Justice Center (MRJC). The Council included provisos for the project that allowed the work to continue, but ensured that (1) monthly reporting occur on the project status until the project is completed and (2) \$2,000,000 could not be expended or encumbered until the council has approved by motion a waiver of competitive bidding and solicitation requirements.

We understand that there may be some confusion regarding the Council's intent for the monthly reporting on the project status. As the author of the amendment and as the Chair of the Budget and Fiscal Management (BFM) Committee, we would like to clarify our objectives for the monthly reports requested by the proviso.

It is our intent that your staff provide the Council with a monthly letter that will update members on the project status. It is not our intent that the department expend significant resources on this monthly update. Rather, we expect the letter would summarize information already being tracked by the Project Manager.

We understand that the pipe replacement project will move swiftly due to the emergency situation described in the Sazan Group Inc. report and is proposed to be completed within five months of construction onset. We would like to be updated monthly as to the status of the project with a letter that identifies:

1. timelines for the construction and design and progress toward those timelines,
2. itemized expenditures to date for areas outlined in the MACC, i.e., pre-design, design, construction, permits, escorts, contingency usage, county work force, and administrative overhead,
3. status of the investigation and its findings into the cause of the problem,
4. construction progress through the building,
5. any emergent risks that may arise during construction, and
6. any unanticipated problems discovered as the project proceeds.

We hope that this letter is helpful in outlining our expectations for the monthly reporting.

Sincerely,



Larry Gossett  
Chair of BFM Committee



Bob Ferguson  
Councilmember, District 1

cc: All Councilmembers  
Attn: Tom Bristow, Council Chief of Staff  
Saroja Reddy, Council Policy Staff Director  
Mark Melroy, Lead Staff, BFM Committee  
Polly St. John, Staff, BFM  
Jim Buck, Department of Executive Services  
Kathy Brown, Director, FMD  
Cal Hoggard, FMD  
Bob Cowan, Office of Management and Budget  
Tom Kuffel, Prosecuting Attorney's Office