

May 23, 2019 - 3:00 p.m.
Executive Finance Committee Meeting



Pierce Transit Training Center
3720 96th Street SW
Lakewood, WA
Rainier Conference

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES – April 25, 2019

ACTION AGENDA:

1. FS 2019-032, Authority to Enter into and Execute Amendment No. 1 to a Multi-Year Contract with AtWork! for Landscape/Grounds Maintenance

Larry McCarty
Facilities Maintenance Manager

DISCUSSION/UPDATE:

1. Overview of Maintenance Apprentice Program

Skip Huck
Executive Director of Maintenance

COMMISSIONER COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

**PIERCE TRANSIT
EXECUTIVE FINANCE COMMITTEE MEETING
3720 96th STREET SW, LAKEWOOD, WA
RAINIER CONFERENCE ROOM**

April 25, 2019

MINUTES

CALL TO ORDER

Chair Eidinger called the meeting to order at 3:02 p.m.

ATTENDANCE

Executive Finance Committee Commissioners present:

Daryl Eidinger, Vice Chair, City of Edgewood Mayor

(representing Edgewood, Fife and Milton)

Nancy Henderson, Town of Steilacoom Councilmember

(representing Auburn/Gig Harbor/Fircrest/Pacific/Ruston/Steilacoom)

Don Anderson, City of Lakewood Mayor

Executive Finance Committee Commissioners excused:

Marty Campbell, Pierce County Council

Staff present:

Sue Dreier, Chief Executive Officer

Deanne Jacobson, Clerk of the Board

Dana Henderson, General Counsel

APPROVAL OF MINUTES

Commissioners Henderson and Anderson **moved** and seconded to approve the March 28, 2019 meeting minutes as presented.

Motion **carried**, 3-0.

ACTION AGENDA

- 1. FS 2019-023, Authority to Purchase Signal Priority Equipment From Advanced Traffic Products Through Washington State Contract No. 04616**

Planner Analyst Jason Kennedy presented on the item. He reported that this equipment (purchased with grant monies) would be installed along the Route 1 and will be part of the BRT project. The equipment allows for GPS based communications and will not impact with technology used by local fire districts.

A question and answer period ensued, with Mr. Kennedy clarifying that the costs before the committee today is only for the purchase of equipment and does not include installation; that the TSP equipment would not be installed in locations where roundabouts are installed; the equipment would be installed on all 40-foot buses and BRT fleet and would be installed by the Pierce Transit Maintenance Department; and this item was vetted and supported by the TAC.

Commissioners Anderson and Henderson **moved** and seconded to authorize the purchase of Transit Signal Priority equipment as described in Exhibit A from Advanced Traffic Products through Washington State Contract No. 04616 with a not to exceed amount of \$845,517.40.

Motion **carried**, 3-0.

DISCUSSION/UPDATE

1. Update on Limited Access Connection Project (Pierce Transit and Lyft Partnership)

Business Partnership Administrator Penny Grellier thanked Chair Henderson for attending last month's Community Transportation Advisory Group meeting, noting the members were appreciative.

Ms. Grellier reported that staff would like to extend the grant-funded program through December 31, 2019, because ridership is beginning to build and there is still grant monies of approximately \$130,028 that have not been utilized. The unused monies would need to be returned to the FTA.

She reported that extending service through December 31, 2019 would also allow Pierce Transit to gather more data to inform on future Transit Network Company (TNC) type of services and also support Sound Transit's congestion relief efforts in Puyallup.

It was noted that the partnership extension is scheduled to be on the May 13, 2019 Board of Commissioners Consent Agenda for approval.

COMMISSIONER COMMENTS

Commissioner Henderson reported that she rode the Route 4 today in support of the national "Get On Board" day and noted that she heard all positive comments from riders, however, riders are still requesting longer hours. She also reported that some college students were not aware of the Hopthru/PiercePay app and thought more communication in this area would be helpful.

EXECUTIVE SESSION ~ None.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:39 p.m.

Deanne Jacobson
Clerk of the Board

Daryl Eiding, Chair
Executive Finance Committee

TITLE: Authority to Enter into and Execute Amendment No. 1 to a Multi-Year Contract with At Work! for Landscaping/Grounds Maintenance

DIVISION: Maintenance

SUBMITTED BY: Larry McCarty, Facilities Maintenance Manager

RELATED ACTION: FS 16-015, authorized a multi-year contract with Atwork! for landscaping/grounds maintenance.

ATTACHMENTS: Exhibit A, bid tabulation

RELATION TO STRATEGIC PLAN: Financial

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: N/A

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Local Amount	\$ 510,955.86	Contract No. PT-21-19 was approved by CEO for 3 months of landscape services for \$91,634.62. This action seeks to amend that contract to add nine-months to the term and permit two, one-year optional extensions for a total not to exceed amount of \$510,955.86 over the term of the agreement, including any extensions.
Grant/Other Amounts	\$	
Total Expenditure	\$ 510,955.86	

BACKGROUND:

In early 2019, Pierce Transit staff made the decision to not exercise the remaining option years for landscaping services with contractor AtWork! because the prevailing wage rates in place at the time of renewal were significantly higher (in some cases, over 4 times higher) than the rates previously in effect. Instead, to try to save costs, Pierce Transit issued an RFP to reduce the scope of the contract and to evaluate competitive proposals. While the RFP process was pending, the prevailing wage rates were re-adjusted by the Washington State Department of Labor and Industries and were returned to their prior (lower) level. Proposers submitted their proposals based on the new lower prevailing wage rate, and through this competitive process, contractor AtWork! was deemed the successful proposer.

Pierce Transit has been without a Landscaping/Grounds Maintenance contractor for the months of March 2019 to present. Therefore, once the RFP process was complete and the successful proposer was selected, it was important to get a new contract in place as soon as possible. To expedite the return of contracted services, a short term (3 month) contract for landscape services PT-21-19 valued at \$91,634.62 was executed with AtWork! and signed by the CEO as within her contracting authority. The request to the EFC is to amend contract PT 21-19 to add nine (9) months to its term and to seek authority for extension of that agreement for up to two (2) option years. The expenditure for the requested amendment would be up to \$419,321.24, making the total expenditure for the initial contract plus any extensions \$510,955.86.

STAFF RECOMMENDATION:

Authorize the Chief Executive Officer to enter into and execute Amendment No. 1 to contract PT-21-19 with AtWork! for Landscaping/Grounds Maintenance services to extend the contract by nine (9) months and authorize up to two (2) optional one-year extensions, for a total contract cost of \$510,955.86 if both option years are exercised.

ALTERNATIVES:

The alternatives are to not extend the existing three (3) month agreement; go without contracted landscaping services; or to reject all proposals or select an alternate proposer. None of these are recommended as AtWork!'s proposal most closely meets the requirements of Pierce Transit and also has proposed a competitive price.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to enter into and execute Amendment No. 1 to a multi-year contract with AtWork! for landscaping/grounds maintenance services in an amount not to exceed \$510,955.86.

	Hughes Group		
	Total Visits per Site	Cost Per Visit	Total
Group 1			
Site 1 - PT Headquarters	39	\$ 1,031.22	\$ 40,217.58
Site 10 - Leased County Property	39	\$ 343.74	\$ 13,405.86
Site 17 - Building 6	21	\$ 229.16	\$ 4,812.36
Site 8 - Training Center (Building 5)	39	\$ 687.48	\$ 26,811.72
Group 2			
Site 2 - Tacoma Community College	39	\$ 493.59	\$ 19,250.01
Site 3 - Narrows Park & Ride	39	\$ 426.28	\$ 16,624.92
Site 6 - Northend Bus Turnaround and Theatre Square	39	\$ 403.85	\$ 15,750.15
Site 9 - Tacoma Dome Station	39	\$ 471.15	\$ 18,374.85
Site 12 - Tacoma Mall Transit Center	21	\$ 448.72	\$ 9,423.12
Group 3			
Site 14 - 1-5/512 Park and Ride Lot	21	\$ 403.85	\$ 8,480.85
Site 5 - 72nd Street Transit Center	39	\$ 370.19	\$ 14,437.41
Site 7 - South Hill Mall Transit Center	39	\$ 347.76	\$ 13,562.64
Group 4			
Site 4 - Lakewood Mall Transit Center	39	\$ 280.45	\$ 10,937.55
Site 11 - Parkland Transit Center	21	\$ 392.63	\$ 8,245.23
Site 15 - Roy Park and Ride Lot	21	\$ 448.72	\$ 9,423.12
Group 5			
Site 13 - Kimball Drive Park & Ride	21	\$ 515.61	\$ 10,827.81
Site 16 - Purdy Park and Ride Lot	21	\$ 630.19	\$ 13,233.99
TOTALS			\$ 253,819.17

AtWork!

Total Visits per Site	Annual Cost Per Site	Cost Per Visit	Total
39	\$ 17,760.00	\$ 455.38	\$ 17,760.00
39	\$ 2,400.00	\$ 61.54	\$ 2,400.00
21	\$ 2,160.00	\$ 102.86	\$ 2,160.00
39	\$ 7,920.00	\$ 203.08	\$ 7,920.00
39	\$ 8,064.00	\$ 206.77	\$ 8,064.00
39	\$ 4,608.00	\$ 118.15	\$ 4,608.00
39	\$ 5,664.00	\$ 145.23	\$ 5,664.00
39	\$ 5,280.00	\$ 135.38	\$ 5,280.00
21	\$ 2,832.00	\$ 134.86	\$ 2,832.00
21	\$ 3,840.00	\$ 182.86	\$ 3,840.00
39	\$ 13,440.00	\$ 344.62	\$ 13,440.00
39	\$ 7,488.00	\$ 192.00	\$ 7,488.00
39	\$ 5,568.00	\$ 142.77	\$ 5,568.00
21	\$ 2,880.00	\$ 137.14	\$ 2,880.00
21	\$ 4,320.00	\$ 205.71	\$ 4,320.00
21	\$ 7,584.00	\$ 361.14	\$ 7,584.00
21	\$ 3,168.00	\$ 150.86	\$ 3,168.00
			\$ 104,976.00



Pierce
Transit

Maintenance Capital Strategy - - “How Do We Grow An Effective Maintenance Workforce”

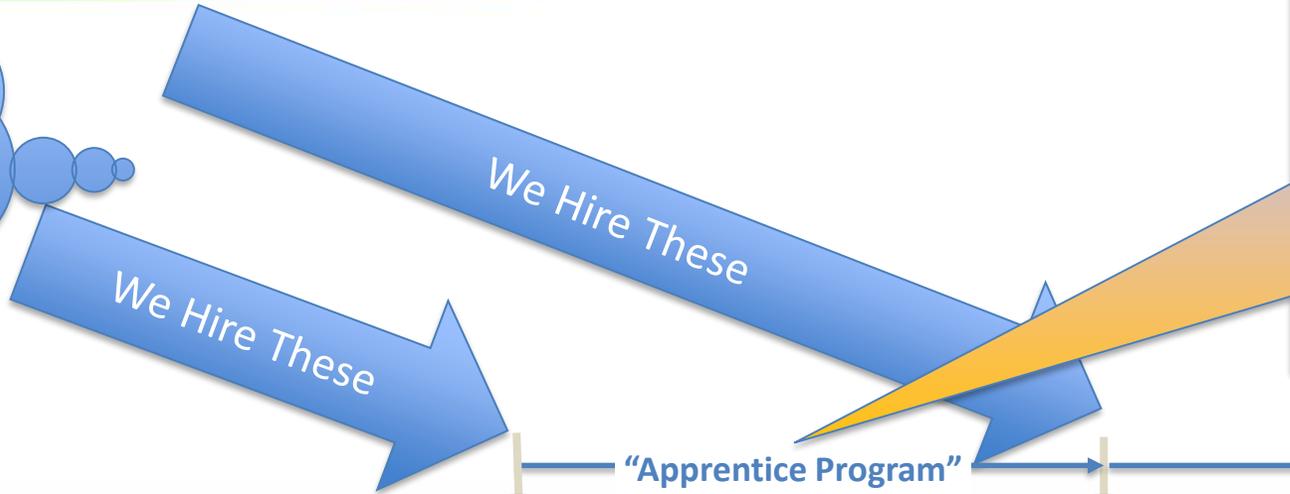
Skip Huck

Executive Director, Maintenance

Pierce Transit



Current Process for Mechanics



Our current "Apprentice" Program is more aptly called a "Journeyman" Program where we take mechanically minded personnel who may or may not have transit bus experience and train them by providing hands on experience.

- No Leadership Training
- No Theory Training
- No Mentorship

Training Plan



Level	Apprentice	Mechanic 1	Journey Level Mechanic	Lead Mechanic
-------	------------	------------	------------------------	---------------

Currently, there are no entry level positions for anyone who aspires to be a mechanic to come into PT.

Process for Hiring:
Interview then Practical Test

Process for Hiring:
Interview then Practical Test
Apprentice Program

No Lead Training, other than OJT
Seniority is Deciding Factor VIA
Slating Process



Partnering Opportunities

Associate's Degree



School of Automotive and Trades

- Automotive Collision Technician
- Automotive Technician
- Construction Technology
- Electrician Low Voltage
- Fire/Security
- Heating & Air Conditioning/Refrigeration Service Technician
- Upholstery
- Welding

CP's program only addresses gasoline powered vehicles.



- Auto Body Rebuilding and Refinishing
- Automotive Technology
- Commercial Truck Driving: Entry Level
- Diesel and Heavy Equipment Technology
- Power Sports and Equipment Technology

Bates Met the Requirements on content and locality!



Associate's Degree & Bachelor's Degree

Centralia's Program is top notch but too far away.

Currently, these individuals do not have a way to come into Pierce Transit Maintenance, other than (rarely) through SSA, Custodian paths.

Local results for technical colleges near me near Lakewood, Washi...
Bing Local



- 1 Clover Park Technical College**
★ ★ ★ ★ ★ 5 Yelp reviews
4500 Steilacoom Blvd SW, Lakewood · (253) 589-5800
Open 10:00 AM - 5:00 PM
Website | Directions
- 2 Bates Technical College-South**
1 Foursquare tip
2201 S 78th St, Tacoma · (253) 680-7400
Website | Directions
- 3 Bates Technical College**
★ ★ ★ ★ ★ 4 Yelp reviews
1101 Yakima Ave, Tacoma · (253) 680-7000
Website | Directions
- 4 Bates Technical College-Mohler**
2320 S 19th St, Tacoma · (253) 680-7700
Website | Directions

Basic Proposed Layout

- Pay \$26/ Hour (scaled per CBA) for FTE/ (2x) LTE Apprentice position. Internal will be hired as apprentice.
- Work 6 hours as PT, 2 hours provided for School (if needed)
- 2 year degree from Bates Community College. 8,000 hour apprentice program.
 - Dedicate 2-4 hours per week on Leadership Curriculum after College Graduation/Summer.
 - CDL over summer months (if not already attained)
- Development of a leadership continuum program during apprentice period.
 - Lean Workforce and Development is working this.
- Once complete mechanic apprentice program, start working on another new apprentice.
- Need to purchase 3 PT tool kits as loaners until graduation.
- Look into grants/extra funding for more Apprentices
- Next Steps:
 - Work to attaining budget for apprentices starting in September
 - Board meeting to attain 1 FTE for Internal Apprentice
 - Work with Union to set up Apprentice Rules for Internal Apprentice

Community College Curriculum

Leadership Continuum Curriculum

8,000 Hour Core Mechanic Apprentice Training



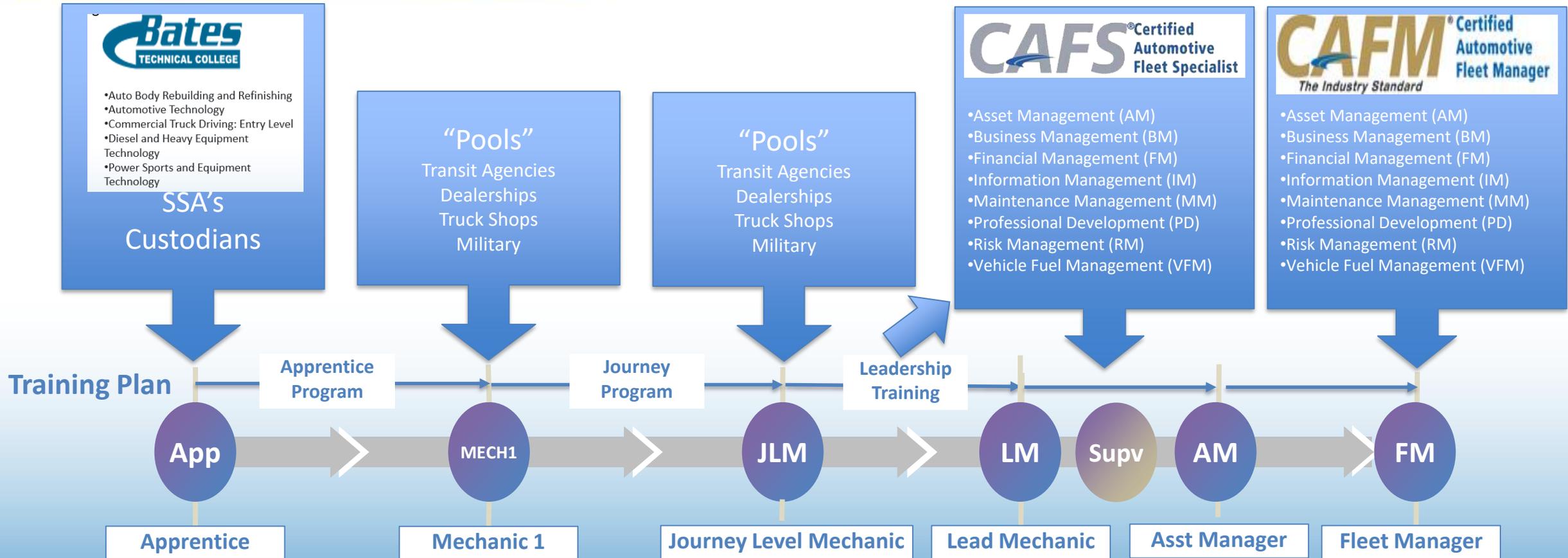
Pierce
Transit

Questions?





Vision Of How It Could Be...



A Comprehensive Training Program Focused On Development of the Individual Through Their Career

Internal Apprenticeship Program

-  Need to identify FTE (Apprentice) for filling
 - Backfill job? Return Rights?
 - Represented position
-  All apprentice program positions will be under Maintenance Training for entire apprentice program.
-  Need to set up schooling, program
-  Working with Lean Workforce and Development to develop a leadership continuum plan for after college graduation.

External Apprentices Program

-  Currently looking at Bates, Clover Park. Centralia CC has a great program too, but would be a transportation challenge.
-  Hire as an LTE, so only need budgeting. Already in CBA as 26\$/hr position.
-  PT provide tool box during apprenticeship program. Would turn over to next apprentice upon completion of the course.
-  Work 6 hours at PT, 2 hours at CC. Work full time at PT once graduated. 8,000 hours Apprentices Curriculum.
-  Leadership courses 2-4 hours per week after graduation.
-  Provide CDL course during Summer months, or where applicable.
-  Work under Maintenance Training.
-  Looking for where to offer opportunities
 - High Schools?
 - JBLM, Navy?
 - Bates CC, Clover Park CC.
 - Other Trade Schools?