



PIERCE TRANSIT BOARD MEETING
Training Center, Rainier Room
3720 96th Street SW, Lakewood, WA
August 10, 2015, 4:00 PM

AGENDA

CALL TO ORDER

ROLL CALL

PRESENTATIONS

- Operator of the Month for June 2015~ Cindy Makena
Hazel Whitish
Transit Operator Assistant Manager
- Rewards & Recognition Awards for August
Dena Withrow
Transportation Manager
- Financial Update
Wayne Fanshier
Chief Financial Officer

PUBLIC COMMENT

(Citizens wishing to provide comment will be given three minutes to comment on any transit-related matters regardless of whether it is an agenda item or not.)

PUBLIC HEARING

(Citizens wishing to provide comment will be given three minutes to comment on the subject(s) listed below.)

- Draft 2015-2020 Transit Development Plan (The [draft plan](http://www.piercetransit.org/documents) is available electronically at www.piercetransit.org/documents.)

CONSENT AGENDA

(Items listed below were distributed to Commissioners in advance for reading and study and are enacted with one motion. Item(s) may be moved to the Action Agenda at the request of a Commissioner.)

1. Approval of Vouchers, August 3, 2015

2. Second Quarter 100k/Sole Source Report
3. Minutes: Regular Board Meetings of April 13, June 8 and July 13, 2015 Regular Board Meetings
4. FS 15-047, A Resolution Ratifying Change Order No. 2 and to Make Final Payment and Close the Contract with Tucci & Sons for Construction of 112th and Pacific Transit Access Improvements
5. FS 15-048, A Resolution Authorizing the Execution of Order No. 6 for Nine (9) Twenty-Five Foot Buses from the Existing Multi-year Contract with Schetky Northwest Sales, Inc.

ACTION AGENDA ~ None

STAFF UPDATES/DISCUSSION

- Fare Change Proposal

Jay Peterson
Transit Development Manager

- CEO Report

Sue Dreier
Chief Executive Officer

INFORMATIONAL BOARD ITEMS

- Chair Report

Chair Talbert

- Sound Transit Update

Commissioners
Strickland/McCarthy

EXECUTIVE SESSION

ADJOURNMENT



**PIERCE TRANSIT
NOTICE OF PUBLIC HEARING
PROPOSED 2015 -2020 TRANSIT DEVELOPMENT PLAN**

Pierce Transit's draft edition of the 2015 -2020 Transit Development Plan (TDP) has been filed with the Clerk of the Board. A copy will be available for review after August 3, 2015 at www.piercetransit.org/documents/ or by contacting:

Darin L. Stavish, AICP, Principal Planner
Pierce Transit – Transit Development Department
P.O. Box 99070
Lakewood, WA 98496-0070
Office (Direct): 253-983-3329
Email: dstavish@piercetransit.org

A public hearing will be held as part of the Board of Commissioners' meeting on Monday, August 10, 2015. The meeting begins at 4:00 pm and is held in the Pierce Transit Training Center - Rainier Conference Room, 3720 96th Street SW, Lakewood, Washington 98499.

The public is invited to appear at the hearing to offer testimony. Written comments should be submitted to Darin L. Stavish, Principal Planner, P.O. Box 99070, Lakewood, WA 98496, no later than September 4, 2015.

The Transit Development Plan (TDP) reports on Pierce Transit's annual operating budget, capital investments, and business strategies, and is submitted to the Washington State Department of Transportation annually. This year's TDP highlights agency work accomplished in 2014; provides a general outline of services and facility changes anticipated from 2015-2020; and financial elements (both operating and capital), budgeted for 2015 plus projected for 2016-2021. Once finalized, Pierce Transit will use the TDP to guide specific development of upcoming service designs, business strategies, and budget considerations.

Registered SHUTTLE customers may obtain specialized transportation to and from the hearing by calling SHUTTLE at (253) 581-8000, Option 2, from one to five days in advance of the hearing. An interpreter for the hearing impaired will be provided upon request with a minimum notice of five days.

Published in the Tacoma Daily Index and Tacoma News Tribune on July 28, 2015.

Change Orders & Amendments - Sole Source Over \$10,000					
	Name	Description/Project	Explanation	Contract Amount	Eff. Date
	NONE				
Contracts/Proprietary - Sole Source Over \$10,000					
	Name	Description/Project	Explanation	Contract \$ Amount	Eff. Date
	Transitmix	Agreement for Enterprise License. Sole provider of specialized software for route planning and cost estimation.	6 Month continuation of demonstration with Transitmix Pro software.	\$31,945.00	5/28/2015
Other - Sole Source Over \$10,000					
	Name	Description/Project	Explanation	Contract \$ Amount	Eff. Date
	NONE				
Contracts awarded over \$100,000 and below \$200,000					
	Name	Description/Project	Explanation	Contract Amount	Eff. Date
	RSM Services Corporation	Contract for Transit Ridership Software. Includes the Option for Four (4) One-Year Extensions at \$12,500 per year for Support and Maintenance. NTE \$184,835.00		\$104,000.00	5/4/2015

Change Orders & Amendments: Master Agreements sometimes have Change Orders and Amendments. The reason could be for time extensions to a contract, or a situation where changing a contractor before the work is complete could cause delays, hardships, and/or added costs to the project. Change Orders and Amendments most often happen with construction contracts.

Contracts/Proprietary: The service or product is not provided by another vendor.

Other: A special circumstance when specialized knowledge or skill is needed for a project and there is limited time and vendors with the expertise.

**IERCE TRANSIT
BOARD OF COMMISSIONERS
MINUTES
April 13, 2015**

CALL TO ORDER

Chair Talbert called the meeting to order at 4:14 pm.

Commissioners present:

Rick Talbert, Chair of the Board, Pierce County Councilmember
Steve Vermillion, Vice-Chair, City of Puyallup Councilmember
Daryl Eidinger, City of Edgewood Mayor (*representing Fife/Milton/Edgewood*)
Lauren Walker, City of Tacoma Councilmember
Pat McCarthy, Pierce County Executive
Nancy Henderson, Town of Steilacoom Councilmember
(*representing Auburn/Gig Harbor/Fircrest/Pacific/Ruston/Steilacoom*)
Don Anderson, City of Lakewood Mayor
Marilyn Strickland, City of Tacoma Mayor
Kent Keel, City of University Place Councilmember

Staff present:

James L. Walton, Interim Chief Executive Officer
Alberto Lara, Chief Administration Officer
Wayne Fanshier, Chief Financial Officer
Doug Middleton, Chief Operations Officer
Dana Henderson, General Counsel
Deanne Jacobson, Clerk of the Board
Angela Woods, Deputy Clerk of the Board

Others present:

Al Hatten, Executive Director of WSTIP

PRESENTATIONS

Operator of the Month

Transit Operator Assistant Manager Scott Gaines recognized Mr. Mark Burks for receiving the award of Operator of the Month for February 2015. He commended Mr. Burks for his excellent customer service and complimented him on being a great role model. Mr. Burks has been an employee for Pierce Transit for 18 years.

Mr. Burks expressed his thanks for the recognition of Operator of the Month.

Financial Update

Chief Financial Officer Wayne Fanshier reviewed the Financial & Ridership Report for April 2015 and discussed current status of the Agency's finances.

Scholarship Award for Jonathan Donahue, Public Safety Officer

Executive Director Al Hatten from Washington State Transit Insurance Pool (WSTIP) presented Public Safety Officer Jonathan Donahue with the Jeffery S. Ristau Scholarship. This scholarship program is a continuing education fund for employees in public transit to improve professional and personal development.

Out of the 25 transit agencies within WSTIP, Mr. Donahue was one out of eight individual scholarships awarded.

Mr. Donahue thanked Mr. Hatten for the opportunity to further his education and earn his Bachelor's degree in Occupational Safety and Health from Columbia Southern University.

PUBLIC COMMENT

Chair Talbert provided instructions for public comment.

- Tammie Cox, Lakewood, informed the Board of Commissioners that people are not following rules on buses. She advised the Board that the bus shelter near her home had broken glass. Ms. Cox asked for the All Day Pass to be reduced from \$5.00 to \$3.00 a day.
- Walt Hurd, Tacoma, noted there was a suspicious package left at a bus shelter at 38th Street near the Shell gas station and expressed concern with people smoking at bus stops.

PUBLIC HEARING NO. 1 ~ SURPLUS OF VEHICLES

Chair Talbert reviewed the public hearing rules.

Fleet Manager Bill Spies presented on the surplus of ten compressed natural gas coaches and seven vans and explained the vehicles have met or exceeded their useful life. The vehicles have either been replaced or are in the process of being replaced.

Commissioner Henderson noted she was impressed with vehicle mileage, good use of vehicles and thanked staff.

Mr. Spies and Legal Counsel Dana Henderson answered questions about the availability of vehicles to non-profit organizations.

At 4:42 pm, Chair Talbert opened the Public Hearing and the following people provided comments:

- Tammie Cox, Lakewood, asked whether the surplus vehicles could be used for special events.

Commissioner Talbert asked staff to work with Ms. Cox to answer her questions.

- Walt Hurd, Tacoma, commented on local bus routes.

At 4:44 pm, Chair Talbert closed the Public Hearing.

PUBLIC HEARING NO. 2 ~ SALE OF SURPLUS PROPERTY

Chair Talbert reviewed the public hearing rules.

Senior Planner Janine Robinson presented on the sale of surplus property zoned AC1 located at 96th Street SW and South Tacoma Way in Lakewood, Washington. Dermody Properties, a national industrial real estate developer, has presented Pierce Transit with an offer for the 14.23 acre parcel. The sale of the property creates revenue and will create employment opportunities in Lakewood.

Mr. Fanshier answered questions from the Board about the timing of the sale of the property.

Commissioner Anderson gave details on the zoning of the property.

Commissioner Keel expressed his support for the property purchase.

At 4:51 pm, Chair Talbert opened the Public Hearing and the following people provided comments:

- Tammie Cox, Lakewood, asked staff for the location of the property.

At 4:52 pm, Chair Talbert closed the Public Hearing.

CONSENT AGENDA

(Items listed below were distributed to Commissioners in advance for reading and study and are enacted with one motion.)

Commissioners Vermillion and Keel **moved** and seconded to approve the consent agenda as presented.

Motion **carried**, 9-0.

1. Approval of April 2, 2015 Vouchers
Operating Fund #10
Self-Insurance Fund #40
Capital Fund #90
Voucher Numbers CK 341893 through CK 342367
Wire Numbers 1459 through 1473
Total \$6,442,720.59
2. Minutes: March 9, 2015, Regular Board Meeting; April 1, 2015, Special Board Meeting.
3. FS 15-022, approved Resolution No. 15-021, declaring as surplus and authorizing the sale of the following vehicles: ten (10) New Flyer CNG buses and seven (7) Ford El Dorado Aerotech 240 vans.

4. FS 15-023, approved Resolution No. 15-022, adopting Pierce Transit's 2015-2020 Strategic Plan as presented.
5. FS 15-024, approved Resolution No. 15-023, authorizing Washington State Department of Enterprise Services (DES) to amend the contract with Lincoln Construction, Inc., in the amount of \$63,516.76, amending the total contract amount to \$781,080.76, and to make final payment to close the contract for the general construction services for the remodel of existing operator and dispatch spaces for the Building 4 Modification Project.
6. FS 15-025, approved Resolution No. 15-024, authorizing DES to amend the contract with S.M. Stemper Architects on behalf of Pierce Transit for additional construction management and administration support in the amount of \$93,899, amending the contract amount to \$300,954 for the Building 4 Modifications Project.
7. FS 15-028, approved Resolution No. 15-027, authorizing the sale of surplus real property zoned AC1 located at 96th Street SW and South Tacoma Way, Lakewood, WA and authorizing the Chief Executive Officer to enter into and execute a purchase and sale agreement with Dermody Properties for said property.
8. FS 15-030, approved Resolution No. 15-029, authorizing the Chief Executive Officer to enter into and execute a five-year contract with SMS Cleaning, Inc., to provide janitorial services in Buildings 4 and 5 in an approximate amount of \$477,175.05, plus additional expenditures for optional services approved and budgeted by Pierce Transit staff.

ACTION AGENDA

1. FS 15-029, A Resolution Hiring Susan Dreier as Chief Executive Officer of Pierce Transit.

Commissioners McCarthy and Vermillion **moved** and seconded to approve Resolution No. 15-028, authorizing the appointment of Susan Dreier as Chief Executive Officer of Pierce Transit, pursuant to the terms and conditions of the proposed employment agreement negotiated by the parties and attached as Exhibit A.

General Counsel Dana Henderson presented the proposed employment contract hiring Susan Dreier as Chief Executive Officer of Pierce Transit.

Chair Talbert and Ms. Henderson addressed questions relating to the proposed employment contract.

Motion **carried**, 9-0.

Chair Talbert reorganized the next two action items to excuse Commissioner Walker from the meeting.

2. FS 15-027, A Resolution Supporting the Growing Transit Communities Strategy and Authorizing the Chief Executive Officer to Execute the Growing Transit Communities Compact.

Commissioners McCarthy and Vermillion **moved** and seconded to approve Resolution No. 15-026, acknowledging the support and need for coordinating efforts to successfully implement the Growing Transit Communities Strategy and authorizing the Chief Executive Officer to execute the Growing Transit Communities Compact on behalf of Pierce Transit.

Commissioner Walker presented on the Growing Transit Communities Compact.

Commissioners Anderson, McCarthy and Keel expressed support for the Compact and commented that communities will need to work together to make the Compact beneficial.

Motion **carried**, 9-0 (*Commissioner Walker left the meeting at 5:05 pm*).

3. FS 15-026, A Resolution Authorizing Amendment to the 2015 Capital Budget and the Purchase of Ten (10) Forty-Foot Compressed Natural Gas (CNG) Expansion Coaches, Pursuant to Greater Richmond Transit Company (GRTC) Contract No. 114-13-07 and the Kansas City Area Transportation Authority (KCATA) Contract No. 13-5001-52.

Commissioners Vermillion and Keel **moved** and seconded to approve Resolution No. 15-025, authorizing amendment to the 2015 Capital Budget to add the 2015 Bus Fleet Expansion Project, and authorize purchase of five (5) forty-foot Compressed Natural Gas Expansion Coaches, pursuant to the Greater Richmond Transit Company Contract No. 114-13-07 and five (5) forty-foot Compressed Natural Gas Expansion Coaches, pursuant to the Kansas City Area Transportation Authority Contract No. 13-5001-52, in the amount of \$5,735,290.

Fleet Manager Bill Spies presented on the amendment of the 2015 Capital Budget to include the purchase of ten compressed natural gas expansion coaches.

Mr. Spies noted that it will take 22 months for purchase and delivery of the coaches.

Mr. Spies answered questions from Commissioner Henderson about the type of coaches being purchased.

Motion **carried**, 8-0.

INFORMATIONAL BOARD ITEM

Chair Report

Chair Talbert announced the following information:

- Thanked the Board, Staff and Stakeholders for participation on the CEO search.
- James L. Walton will be recognized at the at next Board meeting for his service at Pierce Transit.

Sound Transit Update

Commissioner Strickland gave updates on Sound Transit's legislation process and light rail system.

Commissioners' Comments

Commissioner Henderson thanked Government Relations Officer Justin Leighton and Service Innovation Administrator Tina Lee for their assistance in preparation of reports and presentations for her use in local cities.

STAFF UPDATES/DISCUSSION

Destination 2040 – Long Range Plan and Future Growth

Principal Planner Darin Stavish presented on the long range plan and future growth of Pierce Transit based on the projected growth of Pierce County. He reviewed current condition scenarios, and aspirational growth scenarios.

New Regional Day Pass

Senior Planner Janine Robinson notified the Board that the ORCA Joint Board launched ORCA Regional Day Pass. The Regional Day Pass is to make it easier for tourists and visitors to use transit.

Commissioners McCarthy and Anderson noted their support of the new Regional Day Pass.

Ms. Robinson answered questions from commissioners about unlimited boardings and how to purchase a Regional Day Pass.

EXECUTIVE SESSION

None.

ADJOURNMENT

Chair Talbert adjourned the meeting at 5:33 PM.

Angela Woods
Deputy Clerk of the Board

Rick Talbert, Chair
Board of Commissioners

**PIERCE TRANSIT
BOARD OF COMMISSIONERS
MINUTES
June 8, 2015**

CALL TO ORDER

Vice Chair Vermillion called the meeting to order at 4:08 pm.

Commissioners present:

Steve Vermillion, Vice Chair, City of Puyallup Councilmember
Daryl Eidinger, City of Edgewood Mayor (*representing Fife/Milton/Edgewood*)
Pat McCarthy, Pierce County Executive
Nancy Henderson, Town of Steilacoom Councilmember
(*representing Auburn/Gig Harbor/Fircrest/Pacific/Ruston/Steilacoom*)
Don Anderson, City of Lakewood Mayor
Marilyn Strickland, City of Tacoma Mayor
Kent Keel, City of University Place Councilmember

Commissioners excused:

Rick Talbert, Chair of the Board, Pierce County Councilmember
Lauren Walker, City of Tacoma Councilmember

Staff present:

Sue Dreier, Chief Executive Officer
Alberto Lara, Chief Administration Officer
Wayne Fanshier, Chief Financial Officer
Doug Middleton, Chief Operations Officer
Dana Henderson, General Counsel
Angela Woods, Deputy Clerk of the Board

SPECIAL BUSINESS

Welcome New Chief Executive Officer

Vice Chair Vermillion welcomed Pierce Transit's Chief Executive Officer Sue Dreier.

Chief Executive Officer Sue Dreier thanked the Board for the opportunity.

Election of Chair and Vice Chair

Pursuant to Pierce Transit Code Section 2.12.020, Vice Chair Vermillion opened the floor for nominations of Chair and Vice Chair.

Commissioners McCarthy and Strickland nominated Commissioner Rick Talbert as Chair and Commissioner Steve Vermillion as Vice Chair for the Pierce Transit Board of Commissioners. There were no other nominations.

Commissioner Talbert was elected as Chair and Commissioner Vermillion was elected as Vice Chair by a unanimous vote.

PRESENTATIONS

Operator of the Month

Transit Operator Assistant Manager Hazel Whitish recognized Mr. Blount for April 2015 Operator of the Month. She complimented him on his professionalism and positive attitude. Mr. Blount has been an employee for Pierce Transit since 2007 and has five years of accident-free driving.

Mr. Blount expressed his thanks for the recognition and gave a special thank you to Ms. Whitish for her guidance.

Financial Update

Chief Financial Officer Wayne Fanshier reviewed the Financial & Ridership Report for June 2015 and discussed the Agency's current financial status.

Transit Development Manager Jay Peterson answered questions relating to Puyallup ridership.

PUBLIC COMMENT

Vice Chair Vermillion provided instructions for public comment.

- Cinderella Helga, Lakewood, commented on a recent emergency situation and thanked staff for assistance. She expressed concern about bus delays because of detours and about the ORCA card and the process of reloading funds.
- Russ Edington, Steilacoom, expressed concern with the change in Route 4 for his commute from Steilacoom to Parkland. He complimented customer service and planning departments for trying to assist him in planning his commute to work better.
- Allen Douglas, University Place, welcomed Chief Executive Officer Sue Dreier and thanked James L. Walton and various staff. He complimented bus routes and financial reviews.
- Walt Hurd, Tacoma, commented on a various routes he rides.
- A citizen, who did not give his name, asked about the future use of credit cards on the bus and whether there would be a charge every boarding.

Vice Chair Vermillion directed the citizen to speak with Mr. Peterson.

PUBLIC HEARING ~ NE Tacoma Demonstration Project

Vice Chair Vermillion reviewed the public hearing rules.

Business Partnerships Administrator Ryan Wheaton provided an overview of the Northeast Tacoma Demonstration Project which includes the creation of a partnership with King County Metro to

provide a feeder service to the new Pierce Transit express service to downtown Tacoma. He explained that both Pierce Transit and King County Metro have service in this area and agree on the redesign. Community Outreach will be conducted from June through September to educate the community on ORCA cards and the demonstration project.

The demonstration will be effective September 27, 2015 through September 26, 2016. Mr. Wheaton provided the Board with letters of support from the stakeholders in the community and informed board members this project is an action item for tonight's meeting.

Mr. Wheaton answered various questions from commissioners about ridership and topography in Northeast Tacoma.

At 4:57 pm, Vice Chair Vermillion opened the Public Hearing.

- John Thurlow, Northeast Tacoma Neighborhood Council, thanked staff and expressed his support for the project.

Vice Chair Vermillion thanked Mr. Thurlow for participating in the Community Investment Team.

- Walt Hurd, Tacoma, spoke about items not pertaining to the Public Hearing.
- Cinderella Helga, Lakewood, expressed her support for the project.
- Allen Douglas, University Place, expressed his support of the Northeast Tacoma route and community improvements.

At 5:06 pm, Vice Chair Vermillion closed the Public Hearing.

CONSENT AGENDA

(Items listed below were distributed to Commissioners in advance for reading and study and are enacted with one motion.)

Commissioners Keel and McCarthy **moved** and seconded to approve the consent agenda as presented.

Motion **carried**, 7-0.

1. Approval of May 1, 2015 Vouchers
Operating Fund #10
Self-Insurance Fund #40
Capital Fund #90
Voucher Numbers CK 342368 through CK 342997
Wire Numbers 1474 through 1492
Total \$13,326,685.67

Approval of June 1, 2015 Vouchers
Operating Fund #10
Self-Insurance Fund #40
Capital Fund #90
Voucher Numbers CK 001030 through CK 343478
Wire Numbers 1493 through 1505
Total \$4,950,458.62

2. Minutes: February 9, 2015, Regular Board Meeting.
3. FS 15-031, approved Resolution No. 15-030, authorizing housekeeping amendments to Pierce Transit Section 3.72 – Fare Schedule as presented in Exhibit A, and superseding Resolution Nos. 05-070, 08-036, 09-028, 10-022, 11-022, 13-031 and 14-038.
4. FS 15-032, approved Resolution No. 15-031, authorizing the Chief Executive Officer to enter into and execute a 2014 interlocal agreement with WSTIP for general liability and claims services.
5. FS 15-033, approved Resolution No. 15-032, authorizing the execution of Order No. 5 to purchase thirty (30) paratransit replacement vans from the multi-year contract with Schetky Northwest Sales, Inc. for an amount not to exceed \$2,341,873.80.
6. FS 15-034, approved Resolution No. 15-033, ratifying the Interlocal Agreement for Facilities Access and Vehicle Use between Lakewood Police Department and Pierce Transit executed on April 29, 2015 and attached hereto as Exhibit A.
7. FS 15-036, approved Resolution No. 15-034, authorizing amendment of the 2015 Capital Budget to add the Tacoma Dome Station Bike Cage Project to the 2015 Capital Budget.
8. FS 15-037, approved Resolution No. 15-035, authorizing the purchase of twenty-five (25) Ford Transit Connect, 7-Passenger, Replacement Vanpool Van from Washington State Contract No. 03613.

ACTION AGENDA

1. Resolution No. 15-036, Commending James L. Walton for His Service as the Interim Chief Executive Officer of Pierce Transit.

Commissioners McCarthy and Strickland **moved** and seconded to approve Resolution No. 15-036, commending James L. Walton for serving as the Interim Chief Executive Officer of Pierce Transit.

Deputy Clerk of the Board Angela Woods read the full resolution into the record.

Several Commissioners thanked Mr. Walton for his service at Pierce Transit.

Mr. Walton expressed his gratitude to Pierce Transit's Board of Commissioners and staff.

Motion **carried**, 7-0.

2. FS 15-038, A Resolution Authorizing Implementation of the Northeast Tacoma Demonstration Project as Presented.

Commissioners Anderson and Henderson **moved** and seconded to approve Resolution No. 15-037, authorizing implementation of the Northeast Tacoma Demonstration Project as presented in Exhibit A, effective September 27, 2015 through September 26, 2016.

Commissioners Strickland and McCarthy reflected on innovative ways to promote ridership and expressed their support for the project.

Commissioner Keel expressed his support. He asked staff to bring forward the goals of the project when they are available.

Mr. Wheaton answered questions from Commissioner Strickland regarding outreach and promotion of the demonstration project.

Motion **carried**, 7-0.

3. FS 15-039, A Resolution Authorizing the Chief Executive Officer to Enter Into and Execute a New Multi-Year Interlocal Agreement with Sound Transit for ST Express Bus Service Operations and Maintenance, Effective July 1, 2015.

Commissioners Strickland and Keel **moved** and seconded to approve Resolution No. 15-038, authorizing the Chief Executive Officer to enter into and execute a new multi-year Interlocal Agreement with Sound Transit for ST Express Bus Operations and Maintenance 2015, effective July 01, 2015.

Chief Operations Officer Doug Middleton presented on the item and acknowledged the great relationship between Pierce Transit and Sound Transit.

Motion **carried**, 7-0.

INFORMATIONAL BOARD ITEM

Chair Report

Vice Chair Vermillion congratulated Commissioners Eidinger and Henderson for their re-election to the Pierce Transit Board.

Sound Transit Update

Commissioners Strickland and McCarthy gave updates on Sound Transit's CEO Recruitment, Tacoma Link, and the Sound Transit 3 kickoff scheduled in Tacoma on June 24, 2015 at the greater Tacoma Convention Center.

Commissioner McCarthy announced that Sound Transit provides the regional transit service and partners with local agencies.

Commissioners' Comments

None.

STAFF UPDATES/DISCUSSION

Update Regarding Cameras on buses and 112th and Pacific

Senior Planner Monica Adams gave an update on two recently completed projects: 112th Street and Pacific Avenue and Cameras on Buses.

Ms. Adams answered questions from commissioners regarding the number of cameras per bus, the process to request video from a bus, and video security.

EXECUTIVE SESSION

At 5:05 pm, the Regular Meeting was recessed into Executive Session for approximately 30 minutes to discuss matters relating to Labor Negotiations, pursuant to RCW 42.30.140(4)(b). It was announced that no final action will be taken in open session following the Executive Session.

ADJOURNMENT

Vice Chair Vermillion reconvened and adjourned the meeting at 5:35 pm.

Angela Woods
Deputy Clerk of the Board

Rick Talbert, Chair
Board of Commissioners

**PIERCE TRANSIT
BOARD OF COMMISSIONERS
MINUTES
July 13, 2015**

CALL TO ORDER

Chair Talbert called the meeting to order at 4:04 pm.

Commissioners present:

Rick Talbert, Chair of the Board, Pierce County Councilmember
Pat McCarthy, Pierce County Executive
Marilyn Strickland, Tacoma Mayor (arrived at 4:10 pm)
Daryl Eidinger, Edgewood Mayor (*representing Fife/Milton/Edgewood*)
Lauren Walker, Tacoma Councilmember (*arrived at 4:10 pm*)
Kent Keel, University Place Councilmember (*arrived at 4:08 pm*)
Don Anderson, Lakewood Mayor
Nancy Henderson, Steilacoom Councilmember
(*representing Auburn/Gig Harbor/Fircrest/Pacific/Ruston/Steilacoom*)

Commissioners excused:

Steve Vermillion, Vice-Chair, Puyallup Councilmember

Staff present:

Sue Dreier, Chief Executive Officer
Alberto Lara, Chief Administration Officer
Wayne Fanshier, Chief Financial Officer
Doug Middleton, Chief Operations Officer
Dana Henderson, General Counsel
Deanne Jacobson, Clerk of the Board
Angela Woods, Deputy Clerk of the Board

PRESENTATIONS

- **Financial Update** ~ Chief Financial Officer Wayne Fanshier reviewed the Financial & Ridership Report of July 2015, reporting the trends of sales tax collections through April 2015 and the Agency's expenditure through May of 2015. He reported that ridership is decreasing, and staff believes it's due to fuel being more affordable and the Agency has less fare evasion because of the implementation of the All Day Pass.

Transit Development Manager Jay Peterson and Service Planner Assistant Manager Peter Stackpole responded to questions pertaining to Pierce Transit's ridership (*Commissioner Keel arrived at 4:08 PM; Commissioners Strickland and Walker arrived at 4:10 PM*).

Commissioner McCarthy proposed that staff put together a presentation showing its strategy to increase ridership.

Mr. Fanshier responded to various questions pertaining to the Agency's finances and the projection of sales tax collections.

PUBLIC COMMENT

Chair Talbert provided instructions for giving public comment, and the following people provided comments:

- Tammy Cox, Lakewood, requested more transit police in the transit centers in Lakewood and in Tacoma. She noted that strollers are not being properly stored on the buses and some children are too old to be in a stroller. Groceries are also not being properly stored and are taking up seats for people. She inquired about when the 402 Route in Graham starts. She requested an additional bus stop in Lakewood. She reported that she still sees people riding the bus and not paying the fare.
- Cinderella Helga, Lakewood, reported that she believes the Day Pass is being shared amongst riders. She inquired about how to obtain video of an incident that occurred and noted that people are sitting in handicapped seating when they are not handicapped.

CONSENT AGENDA

(Items listed below were distributed to Commissioners in advance for reading and study and are enacted with one motion.)

Commissioners McCarthy and Henderson **moved** and seconded to approve the consent agenda as presented.

Motion **carried**, 8-0.

1. Approval of July 1, 2014 Vouchers
Operating Fund #10
Capital Fund #90
Voucher Numbers CK 343479 through CK 343993
Voucher Numbers CK 1032 through CK 1033
Wire Numbers 1507 through 1521
Total \$4,188,581.85
2. Minutes: Special Study Session Meeting of April 13, 2015.
3. FS 15-040, approved Resolution No. 15-039, authorizing the Chief Executive Officer to enter into and execute a sole source contract with Xerox/ACS to upgrade CAD/AVL System Software in the amount of \$209,991.
4. FS 15-042, approved Resolution No. 15-041, authorizing the Chief Executive Officer to enter into and execute an Interlocal Agreement with WSTIP for Mutual Aid, effective July 13, 2015, and in effect until terminated.
5. FS 15-043, approved Resolution No. 15-042, authorizing the purchase of radio communications equipment and radio shop equipment from Motorola Solutions and Aviat Networks pursuant to Washington State WSCA Contract No. 02702.
6. FS 15-045, approved Resolution No. 15-044, authorizing the Chief Executive Officer to enter into and execute a one-year Interlocal Agreement with King County Metro for Service in Northeast Tacoma, effective September 28, 2015.

7. FS 15-046, approved Resolution No. 15-045, authorizing the purchase of the Unified Computer System and eight (8) blade servers from CDW from Washington State WISCA Contract No. AR-233-01114 in the amount of \$274,755.

ACTION AGENDA

1. FS 15-044, A Resolution Authorizing the Chief Executive Officer to Enter Into and Execute a Memorandum of Agreement (MOA) with Tacoma-Pierce County Health Department Regarding Private Medication Centers.

Commissioners McCarthy and Strickland **moved** and seconded to approve Resolution No. 15-043, authorizing the Chief Executive Officer to enter into and execute a Memorandum of Agreement (MOA) with TPCHD regarding Private Medication Centers.

Safety Officer Jason Hovde presented on the item and responded to questions relating to whether the membership would apply to Pierce Transit Board of Commissioners.

General Counsel Henderson noted that Pierce Transit could structure the plan to allow for that.

Motion **carried**, 8-0.

STAFF UPDATES/DISCUSSION

- **Regional Transit Integration Report**

Government Relations Officer Justin Leighton introduced Alex Krieg, PSRC Senior Planner, who reported on the Regional Transit Integration Report.

Mr. Krieg provided a PowerPoint presentation and noted that integration does not mean that there should be one giant transit agency; that it is important that agencies provide transit service that reflects the needs and wants of its constituents.

He reviewed the kinds of activities that transit agencies already practice integration and future goals. He gave examples of successful integration cooperation amongst agencies.

Mr. Leighton provided additional examples of integration.

Commissioner McCarthy applauded Pierce Transit for being ahead of the game with regards to integration with other regional transit agencies.

Commissioner Keel inquired about Pierce Transit's needs and wants with regard to the funding that it will receive from the 2015 legislative package. Mr. Leighton noted that the transportation package is put together by predetermined projects. There would not be an opportunity to re-allocate revenue to other projects.

- **Legislative Update**

Government Relations Officer Justin Leighton introduced Al Ralston, the Agency's lobbyist from Gordon Thomas Honeywell, who gave an overview of the 2015 Legislative Session in Olympia and noted it was a good year for transit!

Mr. Leighton thanked lobbyist Alex Soldano for his work this year and reviewed the handout of legislative priorities that Pierce Transit was successful in achieving funding for during the 2015 legislative session and priorities where further efforts will be needed.

Commissioner Anderson applauded the Pierce County delegation for their efforts and commended them for passing the tax package. He suggested sending thank you letters for those who voted for the package.

Chair Talbert echoed Commissioner Anderson's comments.

- **Future Transportation Opportunities for the City of DuPont**

Business Development Officer Van Sawin noted that members of Pierce Transit staff have been in communication with officials at the City of DuPont to explore whether there are transportation opportunities. He noted that the next steps will be for Pierce Transit to initiate a survey to DuPont citizens to flush out the destinations and the type of service citizens of DuPont desire.

Commissioner Strickland noted that the Pierce Transit survey needs to query the DuPont citizens to determine if they are willing to pay 6/10 sales tax to be part of the Pierce Transit Benefit Area (PTBA) in addition to asking about the kind of service they want.

Chair Talbert noted that DuPont citizens pay for Transit when they shop outside their City.

Commissioner McCarthy agreed with her colleagues, but also noted that it's important that cities don't pop in and pop out of the Pierce Transit boundary.

Chair Talbert noted he would like to discuss at a future board retreat the laws relating to joining and exiting the PTBA and whether there could be amendments to the law prohibiting agencies from unilaterally removing themselves from the PTBA without the vote of the people. He suggested that this item be a topic for a future board retreat. (*Commissioner McCarthy left at 5:28 PM.*)

- **Results of Community Attitudes Survey**

Transit Development Manager Jay Peterson provided a PowerPoint presentation and discussed the results of a May 2015 survey from the community on general perceptions and attitudes towards Pierce Transit. A question and answer period ensued about various statistics of the report and what they mean. At the end of the discussion, Mr. Peterson noted that staff will provide the Commissioners with the full report.

- **Service Guidelines**

Transit Development Manager Jay Peterson recommended that the Board adopt fixed route service guidelines to formalize and simplify the process for adding and reducing service hours. He proposed that the Agency form a task force comprised of planners, CTAG members and other citizens who may have expertise related to transit.

The Board asked that hypothetical scenarios be based on actual routes.

Some commissioners noted that they would not be in favor of absolute criteria replacing judgment, and requested that staff develop guidelines unique to Pierce Transit.

At the end of the discussion, Chair Talbert noted that he believes that guidelines would be helpful to the Agency. Staff was directed to move forward with the development of the guidelines and bring to a future study session.

Chair Talbert asked if there is flexibility to use smaller buses in routes that have low ridership even though he understands that there really isn't much cost savings to the Agency. He also raised the question whether diversity of the fleet should be considered at the same time the Board reviews the Service Guidelines (*Commissioner Eidinger left at 6:02 PM*).

Mr. Peterson noted that Pierce Transit already diversifies its bus sizes depending on the ridership of a particular route.

- **Real Estate Updates**

Senior Planner Janine Robinson provided an update on the following Pierce Transit real properties:

- The property located on the corner of 96th Street SW and South Tacoma Way, known as the Cosmos Property, is expected to close November of 2015.
- There has been significant interest from local businesses and community groups for the two properties on Hunt Street in Gig Harbor. Pierce Transit is waiting for direction from the Federal Transportation Administration (FTA) to understand how Pierce Transit could proceed with the sale of the two parcels since they were purchased with federal funds.
- Cody Development is still working on the financial feasibility study for the Dome District's first Transit Oriented Development (TOD) on the land that is adjacent to the Tacoma Dome Station. More information will be provided on this in the future.
- Pierce Transit received a proposal from a developer from Veteran's Housing that would use land currently occupied by the park and ride (on the west side of the site), located at 72nd and Portland Avenue Transit Center. Pierce Transit will need to work with the FTA again on this project since the transit center was built with federal dollars. Preliminary conceptual designs were shown.
- Staff is conducting initial planning work and visioning for the Commerce Street turnaround facility that encompasses the entire block of Commerce between 9th and 11th. The end result is to document the needs and goals of the other major stakeholders that own adjacent property and partner together on a National Endowment for the Arts "Our Town" grant for the planning phase to occur in 2016, which would identify creative place-making strategies (*Commissioner Keel left the meeting at 6:11 PM*).

- **CEO Update**

Chief Executive Officer Sue Dreier noted that the "CEO Update" will be a standing item on the agenda going forward. She announced that the Pierce Transit Rodeo will be held July 25, 2015, and invited the commissioners to attend. She also announced that the Triennial Review Audit will occur later this week, noting it's a two-day audit and the results will be communicated to staff and the Executive Team.

INFORMATIONAL BOARD ITEMS

- Chair Report ~ None
- Sound Transit Update ~ None

EXECUTIVE SESSION

None.

ADJOURNMENT

Commissioners Strickland and Anderson **moved** and seconded to adjourn the meeting at 6:15 PM. Motion **carried**, 5-0.

Deanne Jacobson, CMC
Clerk of the Board

Rick Talbert, Chair
Board of Commissioners

FACT SHEET

TITLE: A Resolution Ratifying Change Order No. 2 and to Make Final Payment and Close the Contract with Tucci & Sons for Construction of 112th and Pacific Transit Access Improvements

DIVISION: Transit Development

ORIGINATOR: Monica Adams, Senior Planner

PRECEDING ACTION:

Resolution No 14-054, authority to execute contract PT 20-14 with Tucci & Sons for construction of the 112th & Pacific Transit Access Improvements Project.

Resolution No 15-014, authority to execute Change Order No.1 with Tucci & Sons for additional construction costs of the 112th & Pacific Transit Access Improvements Project.

COORDINATING DEPARTMENT: Transit Development

APPROVED FOR SUBMITTAL:

Chief Financial Officer

APPROVED FOR AGENDA:

Chief Executive Officer

General Counsel

ATTACHMENTS:

Proposed Resolution

BUDGET INFORMATION

2015 Budget Amount	Required Expenditure	Impact
\$2,375,658	\$811,366.50 Original contract	N/A
	\$ 10,430.18 Change Order No. 1	
	<u>\$ 34,967.36</u> Change Order No. 2	
	\$856,764.04 Total	

Explanation: There is no budget impact as the costs are within the overall project budget. The 112th and Pacific Transit Access Improvements are just one element of the project. The overall project budget of \$2,375,658 includes costs for items such as property acquisition, legal fees, passenger amenities and route promotion.

FACT SHEET
PAGE 2

BACKGROUND:

The 112th and Pacific Transit Improvements Project includes three new bus stops, a bus pullout, passenger amenities, enhanced pedestrian access, and improved lighting. Upon completion of the project, staff implemented Route 4, which combines routes 204 and 210, and travels along 112th Street, no longer diverting to the Parkland Transit Center.

On August 22, 2014, pursuant to the authority granted by Resolution No 14-054, Pierce Transit entered into a contract with Tucci & Sons for the construction of 112th and Pacific Transit Improvements. Resolution 15-014 adopted by the Board of Commissioners authorized Change Order No. 1 in the amount of \$10,430.18 for unforeseen conditions in March 2015. Additional unforeseen requirements imposed by Pierce County have increased costs to the project by another \$34,967.36.

Change Order No. 2 will exceed the contract amount, but is still within the authorized project budget, necessitating Board of Commissioners approval. Additional work via Change Order No. 2 was necessary to proceed with and to complete the construction of the 112th and Pacific Transit Access Improvements Project. This work included excavating and backfilling of unsuitable material, extending the length of sidewalk at the westbound bus stop, replacing three manhole covers and resetting boulders.

Staff recommends approval of Change Order No. 2 in the amount of \$34,967.36.

ALTERNATIVES:

None.

RECOMMENDATION:

MOVE TO: Approve Resolution No. 15-046, ratifying Change Order No. 2 and to make final payment close the contract with Tucci & Sons for the construction of 112th and Pacific Transit Access Improvements in an amount not to exceed \$34,967.36.

RESOLUTION NO. 15-046

A RESOLUTION of the Board of Commissioners of Pierce Transit Ratifying
Change Order No. 2 and to Make Final Payment and Close the Contract with Tucci & Sons for the Construction
of 112th and Pacific Transit Access Improvements

WHEREAS, On August 22, 2014, pursuant to authority granted by the Board of Commissioners in
Resolution No 14-054, Pierce Transit entered into a contract with Tucci & Sons for the construction of 112th
and Pacific Transit Improvements; and

WHEREAS, the original estimated costs for the improvements were authorized by the Board of
Commissioners of Pierce Transit with the approval of Resolution No. 14-054; and

WHEREAS, Resolution No 15-014 authorized execution of Change Order No. 1 for additional work
due to unforeseen circumstances; and

WHEREAS, additional work via Change Order No. 2 was necessary to proceed with and to
complete the construction of the 112th and Pacific Transit Access Improvements Project; and

WHEREAS, this work included excavating and backfilling of unsuitable material, extending the length
of sidewalk at the westbound bus stop, replacing three manhole covers and resetting boulders; and

WHEREAS, Change Order No. 2 will exceed the Board-approved contract amount due to
unforeseen and/or latent conditions; and

WHEREAS, payment for Change Order No. 2 in the amount of \$34,967.36 will also be the final
payment for construction and will close the contract with Tucci & Sons.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Pierce Transit as follows:

Section 1. The Board of Commissioners hereby ratifies Change Order 2 with Tucci & Sons for
construction of 112th and Pacific Transit Access Improvements; and

Section 2. Payment for Change Order No. 2 will also be the final payment for construction and will
close the contract with Tucci & Sons.

ADOPTED by the Board of Commissioners of Pierce Transit at their regular meeting thereof held on
the 10th day of August, 2015.

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Rick Talbert, Chair
Board of Commissioners

6 ATTEST/AUTHENTICATED

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Deanne Jacobson, CMC
Clerk of the Board

FACT SHEET

TITLE: A Resolution Authorizing the Execution of Order No. 6 for Nine (9) Twenty-Five Foot Buses from the Existing Multi-Year Contract with Schetky Northwest Sales, Inc.

DIVISION: Operations

ORIGINATOR: Bill Spies, Fleet Manager

PRECEDING ACTION:

Resolution 10-014, Authority to Execute a Multi-Year Contract for Up to 200 Paratransit Vehicles; Resolution 14-067, Adoption of 2015 Budget; Resolution 15-032 Authority to Execute Order No. 5 to Purchase 30 Replacement Paratransit Vans from Existing Multi-Year Contract with Schetky Northwest Sales, Inc.

COORDINATING DEPARTMENT: Budget, Purchasing , Fleet Maintenance

APPROVED FOR SUBMITTAL:

Chief Financial Officer

APPROVED FOR AGENDA:

Chief Executive Officer

General Counsel

ATTACHMENTS:

Proposed Resolution

BUDGET INFORMATION

2015 Budget Amount
\$1,069,875

Required Expenditure
\$783,720
(local funds)

Impact
\$286,155
(under budget)

Explanation: Budget amount includes funds for travel to and from manufacturing plant and other equipment necessary to complete the in-service process.

BACKGROUND:

On August 9, 2010, the Board of Commissioners authorized execution of a five-year contract with Schetky Northwest Sales, Inc., to provide ElDorado Model Aerotech 240 twenty-five foot small buses to Pierce Transit. The contract includes options for a maximum of 200 vehicles over the five-year contract period. Other agencies are allowed to piggy-back on the contract. To date 100 vehicles have been purchased from this contract leaving 100

options remaining. These small buses are Ford E-450 cutaways which are the same size as Shuttles but are outfitted with destination signs, fareboxes, ORCA and other bus equipment for use in fixed route bus service. Staff has reviewed the small bus replacement schedule and found that nine (9) twenty-five foot vehicles in the fleet are eligible for replacement under the Pierce Transit replacement policy of at least seven years old or having traveled 150,000 miles. The nine (9) small buses being replaced are eight (8) years old with an average of 159,000 miles and are past the end of their useful life. Therefore, staff is requesting authority to exercise nine (9) options under the existing contract with Schetky Northwest Sales, Inc., for delivery the first quarter of 2016.

The contract with Schetky Northwest Sales, Inc. includes a price escalation tied to the Producer Price Index or a maximum of four percent (4%) per contract year resulting in a new price per bus not to exceed \$87,080 for a total order value of \$783,720. The actual final price to be paid for this order will be adjusted in accordance with the final PPI rate for WPU1413 for June 2015, expected publication in August 2015.

ALTERNATIVES:

The alternative would be not to order new, twenty-five foot small buses; however, the buses to be replaced are significantly past the end of their useful life and are expensive to maintain.

RECOMMENDATION:

MOVE TO: Approve Resolution No. 15-047, authorizing the execution of Order No. 6 for nine (9) twenty-five foot buses from the existing multi-year contract with Schetky Northwest Sales, Inc., in an amount not to exceed \$783,720.

RESOLUTION NO. 15-047

A RESOLUTION of the Board of Commissioners of Pierce Transit Authorizing Execution of Order No. 6 for Nine (9) Twenty-Five Foot Buses from the Existing Multi-Year Contract with Schetky Northwest Sales, Inc.

WHEREAS, by Resolution No. 10-014, approved on the 9th of August 2010, the Board of Commissioners of Pierce Transit authorized execution of a multi-year contract for Paratransit Vans; and

WHEREAS, by Resolution No. 14-067, approved on the 8th day of December 2014, the Board of Commissioners of Pierce Transit adopted the 2015 Agency Budget; and

WHEREAS, by Resolution 15-032, approved on the 8th day of June 2015, the Board of Commissioners of Pierce Transit authorized execution of Order No. 5 to Purchase 30 replacement Paratransit Vans from existing Multi-Year Contract with Schetky Northwest Sales, Inc.; and

WHEREAS, the budget includes funds for the replacement of nine (9) twenty-five foot buses; and

WHEREAS, staff has identified nine (9) such vehicles that have reached the end of their useful life, are expensive to maintain and are eligible for replacement; and

WHEREAS, the existing multi-year contract with Schetky Northwest Sales, Inc., includes optional quantities available for purchase; and

WHEREAS, the contract provides for a price escalation tied to the Producer Price Index or a maximum of four percent (4%) per contract year resulting in a new price per bus not to exceed \$87,080 for a total order value of \$783,720.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Pierce Transit as follows:

Section 1. The Board of Commissioners authorizes the Chief Executive Officer to execute Order No. 6 for nine (9) twenty-five foot buses from the contract with Schetky Northwest Sales, Inc. for the total amount not to exceed \$783,720.

ADOPTED by the Board of Commissioners of Pierce Transit at their regular meeting thereof held on the 10th day of August, 2015.

Rick Talbert, Chair
Board of Commissioners

ATTEST/AUTHENTICATED

Deanne Jacobson, CMC
Clerk of the Board