

PIERCE TRANSIT BOARD MEETING
Training Center, St. Helens Room
January 10, 2011
4:00 P.M.

AGENDA

***Prior to this meeting there will be a Study Session on the Budget from 3:30 – 4:00 p.m.**

CALL TO ORDER

ROLL CALL

APPROVAL OF VOUCHERS

PUBLIC COMMENT

ACTION AGENDA

- | | | |
|---------|---|--|
| 1 – 3 | 1. Amendment of the 2011 Capital Budget | Larry McCarty, Facilities
Maintenance Manager |
| 4 – 7 | 2. Authority to Execute a Sole Source Contract
for Signal Priority Equipment with Western Systems | Peter Stackpole,
Senior Planner |
| 8 – 11 | 3. Authority to Execute a Sole Source Maintenance
and Support Agreement for our Current Automated
Fixed-Route Scheduling and Dispatch System
With GIRO, Incorporated | Keith Messner, Director
of Information
Technology |
| 12 – 14 | 4. Authority to Execute an Interlocal Agreement with
Pierce County for the Operation of a Combined
Communications Network | Carlos Davis, Fleet
Maintenance Manager &
Ron Moyer, IT Project
Manager |

INFORMATIONAL BOARD ITEMS

- | | |
|-----------------------------|--|
| 1. Sound Transit Update | Commissioners Thomas, Fey, &
McCarthy |
| 2. Finance Committee Update | Commissioners Thomas, Malloy, &
Manthou |

ADJOURNMENT

FACT SHEET

TITLE: Amendment of the 2011 Capital Budget

DEPARTMENT: Transportation Services

ORIGINATOR: Kelly Hayden

PRECEDING ACTION: Resolution No. 10-033, Adoption of the 2011 Agency Budget

COORDINATING DIVISION: Facilities Maintenance, Budget

APPROVED FOR SUBMITTAL:

Vice President

APPROVED FOR AGENDA:

Chief Executive Officer_____
Legal Counsel

ATTACHMENTS: Resolution

BUDGET INFORMATION

2011 Capital Budget Amount
\$31,788,144.00Required Increase
\$258,540.00Impact
\$258,540.00

EXPLANATION: The increase changes the project budget from \$455,279 to \$713,819. The required funds are available from reserves

BACKGROUND: This resolution seeks authority to amend the 2011 Capital Budget from \$31,788,144 to \$32,046,684 to provide sufficient funding to complete Pierce Transit's ADA Compliance Project at the Tacoma Dome Station.

On August 14, 2008, the Federal Transit Administration (FTA) completed an Americans with Disabilities Act (ADA) audit of Sound Transit's rail facilities. The focus of that audit was accessible movement as it applies to access to rail stations. Although owned and operated by Pierce Transit, the Tacoma Dome Station (TDS) parking facility was included in that audit. That audit found several items not in compliance with current ADA standards, regulations, or guidelines. Staff believed that the audit did not account for the facility being used as a multi-modal public transportation facility. Therefore, a complete and comprehensive ADA audit was warranted for the facility. As the result of a request for proposals, a professional ADA consultant firm/team was contracted to conduct the audit, develop a comprehensive audit report, and design and construction bid documents to implement recommended improvements.

The firm contracted is nearing completion of the design and construction documents and has produced a detailed engineer's cost estimate. The estimate shows that funds budgeted for completion of this project are

insufficient. Since correction of the ADA deficiencies is required by the FTA, the capital budget must be amended to provide the additional funds required. The amendment will add \$258,540 to the current project budget for a new project total of \$713,819. The amended Capital Budget for 2011 will be \$32,046,684.

A call for bids for construction to correct the ADA deficiencies at TDS will be issued in January 2011.

ALTERNATIVES: The alternative would be not to complete the ADA Compliance Project at TDS. However, Pierce Transit is obligated to correct violations found during an FTA audit.

RECOMMENDATION: Authorize amendment of the 2011 Capital Budget.

RESOLUTION NO. 11-

**A RESOLUTION of the Board of Commissioners of Pierce Transit
Authorizing Amendment of the 2011 Capital Budget**

WHEREAS, by Resolution No. 10-033, approved on the 13th day of December 2010, the Board of Commissioners of Pierce Transit adopted the 2011 Agency Budget; and

WHEREAS, the capital budget includes funds for correction of deficiencies under the American with Disabilities Act (ADA) at Tacoma Dome Station (TDS); and

WHEREAS, in August 2008, the Federal Transit Administration (FTA) conducted an ADA audit of Sound Transit's rail facilities including the Tacoma Dome Station operated by Pierce Transit; and

WHEREAS, Pierce Transit hired an ADA consulting firm to ensure that the audit included an evaluation of TDS as a multi-modal facility; and

WHEREAS, the audit resulted in a detailed report of deficiencies, recommendations for correction, and nearly completed design and construction documents; and

WHEREAS, a detailed engineer's estimate developed by the consultant firm revealed that the funds budgeted for the project are insufficient; and

WHEREAS, Pierce Transit is required to correct the deficiencies found by the FTA audit; and

WHEREAS, the capital budget must therefore be amended; and

WHEREAS, the Board of Commissioners of Pierce Transit finds it in the best interest of Pierce Transit to amend the 2011 Capital Budget to provide sufficient funds for completion of the ADA Compliance Project at TDS;

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

Section 1. The 2011 Capital Budget is herewith amended to reflect an increase of \$258,540 for a new total of \$32,046,684.

ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held on the 10th day of January 2011.

Claudia Thomas, Vice Chair
Board of Commissioners

ATTEST:

Treva Percival, CMC
Clerk of the Board

FACT SHEET

TITLE: Authority to Execute a Sole Source Contract for Signal Priority Equipment with Western Systems

DEPARTMENT: Transportation Services

ORIGINATOR: Kelly Hayden

PRECEDING ACTION: Resolution No. 09-023, Adoption of the 2010 Budget;
Resolution No. 10-019, Authority to Execute an Sole Source Purchase for Signal Priority Equipment with Western Systems

COORDINATING DIVISION: Scheduling and Planning, Purchasing

APPROVED FOR SUBMITTAL:

Vice President

APPROVED FOR AGENDA:

Chief Executive Officer

Legal Counsel

ATTACHMENTS: Resolution

BUDGET INFORMATION

2010 Budget Amount
\$2,763,264.00

Required Expenditure
\$196,869.96
Tax \$18,308.91
\$215,178.87

Impact
None

Explanation: The budget amount contains funds for a variety of equipment, installation and construction required to complete the Signal Priority Project. Grant funding covers 100% of the required expenditures.

BACKGROUND: This fact sheet requests authority to execute a sole source contract for signal priority equipment with Western Systems.

In 1996, after completion of a successful demonstration project, Pierce Transit committed to the expansion of transit signal prioritization (TSP) along seven major traffic corridors in our service area. These seven corridors were completed in 2003. Working off the success of the initial TSP implementation work, Pierce Transit and the City of Tacoma developed a plan to address continued deployment of TSP and equipment upgrades in the heavily congested downtown Tacoma area.

The Downtown Tacoma Transit Corridor Technology Project was developed as a collaborative interagency effort to identify the needs and potential technologies that would improve traffic flow, reduce transit delay, and provide for the optimum management of available resources. A primary objective is the development of an integrated traffic

signal system that can be managed to provide optimum benefit for transit, pedestrians, and general traffic. This project seeks to build upon the technologies and investments already made by Pierce Transit as well as utilize existing interagency agreements for coordination and project implementation.

Equipment for 64 intersections was purchased in September 2010. Since then an additional 12 intersections in downtown Tacoma have been identified to receive signal priority upgrade. These 12 intersections are in addition to the 29 intersections along the Tacoma portion of SR-7 identified in the Pacific Ave. portion of the TSP project. This purchase is for intersection controller hardware, system software, communications network hardware, and training as required by the City of Tacoma to integrate with their existing system. The purchase is a sole source purchase from the only authorized distributor in the State of Washington for the equipment specified by the City of Tacoma. The City compared other systems on the market but found that the equipment specified is the only equipment with the required features and compatibility needed. As compared to other systems which provide a similar product but are not compatible with the City of Tacoma's existing system, the price of the equipment and software supplied by Western Systems is considered to be fair and reasonable.

ALTERNATIVES: The alternative would be not to continue with the Signal Priority Project, however not building upon prior system investments will minimize its effectiveness. Grant funding that provides 100% of the required expenditures will also be lost.

RECOMMENDATION: Authorize the Chief Executive Officer to execute a sole source contract for signal priority equipment with Western Systems.

RESOLUTION NO. 11-

**A RESOLUTION of the Board of Commissioners of Pierce Transit
Authorizing Execution of a Sole Source Contract for Signal Priority
Equipment with Western Systems**

WHEREAS, by Resolution No. 09-023, approved on the 14th day of December 2009, the Board of Commissioners of Pierce Transit adopted the 2010 Agency Budget; and

WHEREAS, by Resolution No. 10-019, approved on the 13th day of September 2010, the Board of Commissioners of Pierce Transit authorized execution of a sole source purchase for signal priority equipment with Western Systems; and

WHEREAS, the 2010 Budget includes funds for the Transit Signal Priority (TSP) Project; and

WHEREAS, Pierce Transit, the City of Tacoma, and the Washington State Department of Transportation (WSDOT) developed a plan to address continued deployment of TSP and equipment upgrades in the heavily congested downtown Tacoma area and along the SR7 Corridor; and

WHEREAS, this project seeks to build upon the technologies and investments already made by Pierce Transit as well as utilize existing interagency agreements for coordination and project implementation; and

WHEREAS, this purchase is for intersection controller hardware, system software, communications network hardware, and training for 41 intersections as required by the City of Tacoma; and

WHEREAS, this purchase is a sole source purchase from the only authorized distributor in the State of Washington for the equipment required for compatibility with existing systems; and

WHEREAS, the proposal of Western Systems to provide the equipment for the amount of \$196,869.96 plus sales tax of \$18,308.91 for a total of \$215,178.87 has been evaluated by staff and is considered to be fair and reasonable; and

WHEREAS, the Board of Commissioners of Pierce Transit finds it in the best interest of Pierce Transit to make a sole source purchase of Signal Priority Equipment from Western Systems.

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

Section 1. The Chief Executive Officer is hereby authorized to execute a sole source contract for Signal Priority Equipment for the amount of \$215,178.87 including tax with Western Systems. Said

1 contract is to be substantially in the form of the document on file in the office of the Clerk of the Board and by
2 this reference incorporated herein as though fully set forth.

3 ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held
4 on the 10th day of January 2011.

Claudia Thomas, Chair
Board of Commissioners

ATTEST:

Treva Percival, CMC
Clerk of the Board

FACT SHEET

TITLE: Authority to Execute a Sole Source Maintenance and Support Agreement for our Current Automated Fixed-Route Scheduling and Dispatch System with GIRO, Incorporated
DEPARTMENT: Human Resources and Technology
ORIGINATOR: Alberto Lara

PRECEDING ACTION: Resolution No. 05-024, Authority to Execute a Sole Source Maintenance and Support Agreement for our Automated Scheduling and Fixed Route Dispatch System with GIRO, Inc.;
Resolution No. 08-003, Authority to Execute a Sole Source Maintenance and Support Agreement for our Automated Scheduling and Fixed Route Dispatch System with GIRO, Inc.;
Resolution No. 10-033, Adoption of the 2011 Budget;

COORDINATING DIVISION: Information Technology

APPROVED FOR SUBMITTAL:

Vice President

APPROVED FOR AGENDA:

Chief Executive Officer

Legal Counsel

ATTACHMENTS: Resolution

BUDGET INFORMATION

2011 Budget Amount	Required Expenditure	Impact
\$107,628.00	\$107,628.00	None

Explanation: The current Maintenance Agreement expires on April 20, 2011. The new Agreement locks in maintenance and support costs for our automated scheduling and dispatch system for the next three years. The budget amount includes the 2011 Agreement fee. Year two and three fees will be budgeted in the 2012 and 2013 budgets. Funds required for 2011 are included in the 2011 Maintenance and Operations budget. Total cost of the 3-year agreement is \$318,280.00 (including tax).

BACKGROUND: This resolution requests authority to execute a three-year Maintenance and Support Agreement for our current automated scheduling and dispatch system with GIRO, Inc.

Pierce Transit uses a computer-aided system to plan, schedule, dispatch, and manage its fixed route bus service. This system allows Pierce Transit to optimize the use of staff and equipment. The scheduling system generates and stores all of our transit trips, assigns vehicles to operate the trips and assigns pieces of work for transit operators. The system is also the timekeeping system for our transit operators and maintenance personnel, and is the source

of all timekeeping data that is passed to our payroll system for payroll processing. The system is a critical part of our business.

The original system was purchased from GIRO 25 years ago. The current three-year Maintenance Agreement expires on April 20, 2011. We have negotiated a new three-year maintenance and support agreement that locks in maintenance and support costs for a three year period.

GIRO, Inc. is the proprietary vendor for this software and is the only firm that can provide maintenance and support for the system. They have provided superior service over the years. This system and its related modules are also successfully in use at King County Metro and Community Transit, which greatly eases coordination as regional projects develop. Staff conducted a price comparison with other users and has found that the price proposed for the Maintenance and Support Agreement is fair and reasonable.

ALTERNATIVES: The alternative would be to enter into a more costly single year Maintenance Agreement, however savings realized from a multiyear agreement would be lost.

RECOMMENDATION: Authorize execution of the 3-year Sole Source Maintenance and Support Agreement for our automated scheduling and dispatch system with GIRO, Inc.

RESOLUTION NO. 11-

A RESOLUTION of the Board of Commissioners of Pierce Transit
Authorizing Execution of a Sole Source Contract for a Three Year Maintenance and Support Agreement for our
Current Automated Fixed Route Scheduling and Dispatch
System with GIRO, Incorporated

WHEREAS, by Resolution No. 05-024 approved on the 11th day of April 2005, the Board of
Commissioners of Pierce Transit authorized the execution of a sole source Maintenance and Support
Agreement for our automated scheduling and fixed route dispatch system with GIRO, Inc.; and

WHEREAS, by Resolution No. 08-003 approved on the 13th day of October 2008, the Board
of Commissioners of Pierce Transit authorized the execution of a sole source Maintenance and Support
Agreement for our automated scheduling and fixed route dispatch system with GIRO, Inc.; and

WHEREAS, by Resolution No 10-033, approved on the 13th day of December 2010, the
Board of Commissioners of Pierce Transit adopted the 2011 Budget; and

WHEREAS, the 2011 budget contains funds to execute a maintenance and support
agreement for our current automated fixed-route scheduling and dispatch system; and

WHEREAS, the current maintenance and support agreement with Giro expires on April 20,
2011; and

WHEREAS, ongoing maintenance and support is needed to keep the system operating
effectively; and

WHEREAS, GIRO's proposal to provide system maintenance and support for three years in
the amount of \$107,628 in 2011, \$91,407 in 2012, and \$119,245 in 2013 has been evaluated by staff, is
considered to be fair and reasonable and is by this reference incorporated herein; and

WHEREAS, the software is proprietary and maintenance can only be supported by GIRO, Inc.;
and

WHEREAS, the Board of Commissioners of Pierce Transit finds it in the best interest of Pierce
Transit to execute a sole source contract for maintenance and support for our fixed-route scheduling and
dispatch system with GIRO, Inc.;

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

1 Section 1. The Chief Executive Officer is hereby authorized to execute a sole source contract
2 with GIRO, Inc. in the amount of \$107,628 in 2011, \$91,407 in 2012, and \$119,245 in 2013 for a support and
3 maintenance agreement for the fixed-route scheduling and dispatch system. Said contract is to be substantially
4 in the form of the document on file in the office of the Clerk of the Board and by this reference incorporated
5 herein as though fully set forth.

6
7 ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held
8 on the 10th day of January 2011.

Claudia Thomas, Vice Chair
Board of Commissioners

ATTEST:

Treva Percival, CMC
Clerk of the Board

FACT SHEET

TITLE: Authority to Execute an Interlocal Agreement with Pierce County for the Operation of a Combined Communications Network
DEPARTMENT: Transportation Services
ORIGINATOR: Kelly Hayden

PRECEDING ACTION: Resolution No. 10-033, Adoption of the 2010 Agency Budget

COORDINATING DIVISION: Maintenance, Operations, Information Systems

APPROVED FOR SUBMITTAL:

Vice President

APPROVED FOR AGENDA:

Chief Executive Officer

Legal Counsel

ATTACHMENTS: Resolution

BUDGET INFORMATION

2011 Budget Amount
\$111,300

Required Expenditure
\$111,300

Impact
None

BACKGROUND: This resolution seeks authority to execute an interlocal agreement with Pierce County for the operation of a combined communications network.

During the May 10, 2010, Board Meeting, after presentation of the business value for a combined 700 MHz radio communication interoperability network between Pierce Transit and Pierce County, the Board instructed staff to proceed with the execution of a Memorandum of Understanding (MOU) with Pierce County to cover Pierce Transit's radio infrastructure maintenance for 2010 after the expiration of the Motorola Warranty while proceeding with drafting an on-going interagency agreement between the Parties by December 2010. The MOU between Pierce Transit and Pierce County was signed on June 14, 2010. The draft interagency agreement is completed and currently under legal review by both agencies for final implementation by end of January 2011.

This interagency agreement establishes three key objectives which serve the public interest for efficient and cost effective deployment of a high-quality communication system which adequately serves Transit, Public Safety, and Pierce County while providing interoperability within the Region.

1. Provides two-year infrastructure maintenance support from Pierce County which saves Pierce Transit 35 percent of cost quoted by Motorola for similar services.
2. Provides an interim agreement for implementing a combined radio communication system while a long-term governance agreement is under development over the next 24 months.

3. Provides both agencies opportunities for effective cost sharing while preparing to meet the next narrow-banding phases mandated by the Federal Communication Commission in 2017.

The cost for maintenance support for 2011 is \$9,275 per month or \$111,300 for the year; for 2012 it is \$9,831.50 per month or \$117,978 for the year. Compared with pricing quoted by Motorola, staff considers these costs to be fair and reasonable and economically advantageous for the Agency.

ALTERNATIVES: The alternative would be not to enter into the interoperability agreement with Pierce County and to contract with Motorola for infrastructure maintenance. However, this option would result in higher costs to Pierce Transit and an opportunity for interagency cooperation would be lost.

RECOMMENDATION: Authorize execution of an interlocal agreement with Pierce County for operation of a combined communications network.

RESOLUTION NO. 11-

A RESOLUTION of the Board of Commissioners of Pierce Transit
Authorizing Execution of an Interlocal Agreement with Pierce County for the Operation of a
Combined Communications Network

WHEREAS, by Resolution No. 10-033, approved on the 13th day of December 2010, the
Board of Commissioners of Pierce Transit adopted the 2010 Agency Budget; and

WHEREAS, the budget contains funds for maintenance of Pierce Transit's radio
communication system; and

WHEREAS, Pierce County has maintained the radio system infrastructure since expiration of
the Motorola warranty; and

WHEREAS, Pierce Transit and Pierce County desire to develop an ongoing interlocal
agreement to operate a combined communications network; and

WHEREAS, Pierce Transit desires to continue to receive maintenance services from Pierce
County while a combined communications network agreement is being developed; and

WHEREAS, the proposal of Pierce County to provide the required maintenance services for
the amount of \$9,275 per month or \$111,300 in 2011 and \$9,831.50 per month or \$117,978 in 2012 has been
evaluated by staff and is considered to be fair and reasonable; and

WHEREAS, the Board of Commissioners of Pierce Transit finds it in the best interest of Pierce
Transit to execute an interlocal agreement with Pierce County for ongoing radio communications maintenance;

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

Section 1. The Chief Executive Officer is hereby authorized to execute an interlocal
agreement with Pierce County for ongoing radio communications maintenance as described.

ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held
on the 10th day of January 2011.

Claudia Thomas, Vice Chair
Board of Commissioners

ATTEST:

Treva Percival, CMC

Clerk of the Board