

Virtual Meeting Participation Information:

Dial: 1-253-215-8782 Meeting ID No. 82148732268

Webinar link: <https://us02web.zoom.us/j/82148732268>

Physical Meeting Location:

Pierce Transit Training Center

3720 96th Street SW

Lakewood, WA 98499

Call to Order

Roll Call

Flag Salute

Presentations

1. Honoring Leon Larry for Operator of the Month for August 2023

Docc Howard
Assistant Transportation Manager

Public Comment

Citizens wishing to provide comment will be given up to three minutes to comment on transit-related matters regardless of whether it is an agenda item or not. The Chair, at his or her discretion, may reduce the comment time to allow sufficient time for the Board to conduct business.

*To request to speak virtually during public comment, please press the Raise Hand button near the bottom of your Zoom window or press *9 on your phone. If speaking in person, please sign in at the table at the back of the room. Your name or the last four digits of your phone number will be called out when it is your turn to speak. Written comments may also be emailed to Djacobson@piercetransit.org.*

Consent Agenda

1. Approval of Vouchers: August 1-31, 2023
2. Approval of Minutes: August 14, 2023, Special Board Meeting and Regular Board Meeting

Action Agenda

1. FS 2023-036, Authority to Increase Contract No. 1369 with HDR Engineering, Inc., to Complete Zero Emission Grid Expansion and Resiliency Planning

Mark Eldridge
Senior Planner

2. FS 2023-037, Authorize the CEO to Increase the Contract Authority Amount for Absher Construction Company, Contract No.1087, to Perform Planned and Budgeted Work of Demolishing Buildings 2 and 3, and to Conduct Other Necessary Site Improvements to Improve Lot Capacity and Efficiencies

Brian Mathews
Sr. Construction Project Mgr

- | | |
|---|---|
| 3. FS 2023-038, Authorization to Increase Contract No. 1162A with Security Solutions Northwest, Inc, to Construct Security Enhancements at Purdy and Kimball Park and Ride Locations | Hope Gibson
Sr. Construction Project Mgr |
| 4. FS 2023-039, Authorize the CEO to Execute a Contract with Parametrix Engineering, Contract No. 1653, for Architectural and Engineering Design Services for Spanaway Transit Center Parking Lot Expansion project | Hope Gibson
Sr. Construction Project Mgr |
| 5. FS 2023-040, a Resolution of the Board of Commissioners of Pierce Transit Affirming Pierce Transit's Commitment to Address Racial Equity | Amy Cleveland
E.D. of Administration |
| 6. FS 2023-041, Authority to Execute Contract No. 1750 with Via Transportation, Inc., to Provide Runner On-Demand Microtransit Transportation Services in Puyallup, Spanaway, Tideflats, and Ruston Areas | Ryan Wheaton
E.D. of Planning & Community Dev. |

Staff Updates

- | | |
|-----------------|---|
| 1. CEO's Report | Mike Griffus
Chief Executive Officer |
|-----------------|---|

Informational Items

- | | |
|--|-------------------------|
| 1. Chair Report | Chair Walker |
| 2. Sound Transit Update | Vice Chair Roscoe |
| 3. Puget Sound Regional Council Transportation Policy Board Update | Commissioner Ryan Mello |
| 4. Commissioners' Comments | |

Executive Session – None Scheduled

Adjournment to Closed Session

Labor Negotiations, pursuant to RCW 42.30.140(b)

Handouts: Updated DBE Program

Pierce Transit does not discriminate on the basis of disability in any of its programs, activities, or services. To request this information in an alternative format or to request a reasonable accommodation, please contact the Clerk's Office at 253.581.8066, before 4:00 p.m., no later than the Thursday preceding the Board meeting.

PIERCE TRANSIT
Board Payments Over \$50,000
Payments From: Aug 1, 2023 to Aug 31, 2023
Cash and Investment Balance:\$227,948,050.77

Payment Numbers CK 00381380 through CK 00381598
 Wire Numbers EFT 00014449 through EFT 00014730
 No Advance Travel Payments
 Total \$8,922,587.00

Payments in Excess of \$50,000 are as follows:

Operating Fund				
	Check	Vendor	Item/Service	Amount
CHK	00381380	UNIVERSAL PROTECTION SERVICE L	SECURITY 2 SUPS 06/30-07/27/23	143,910.36
CHK	00381461	PIERCE COUNTY	POLICING SV SPEC OT 06/23	53,764.96
CHK	00381514	US BANK NA	MISC BUSN EXPENSES	78,010.18
CHK	00381519	ATU LOCAL 758 CORP	EE DED PP17 2023	50,642.95
CHK	00381543	PIERCE COUNTY	FDRS TRG 05/31/23	56,398.46
CHK	00381557	UNIVERSAL PROTECTION SERVICE L	SEC FIRST TRANSIT 05/26-06/29/23	165,289.19
EFT	00014507	FIRST TRANSIT INC	ADA PARATRANSIT SVCS 07/23	775,460.33
EFT	00014538	UNITED ENERGY TRADING LLC	CNG SUPPLY 07/23	113,047.05
EFT	00014541	ASSOCIATED PETROLEUM	FUEL USAGE	144,349.06
EFT	00014546	EMPOWER	DEF COMP CEO PP16 2023	62,653.08
EFT	00014547	ICMA RETIREMENT	DEF COMP LOAN PP16 2023	185,552.43
EFT	00014551	US BANK CORPORATE PAYMENT SYST	2311-23 PLANNER JOB ANNOUNCE	92,529.72
EFT	00014558	BRIDGESTONE AMERICA	TIRE MILES 07/23	62,666.56
EFT	00014572	GILLIG LLC	MISC BUS INVENTORY PARTS	68,177.93
EFT	00014612	ASSOCIATED PETROLEUM	FUEL USAGE	153,632.24
EFT	00014614	AWC EMPLOYEE BENEFIT TRUST	ER BGLI 08.23	1,261,486.22
EFT	00014640	MEDSTAR CABULANCE INC	RUSTON RUNNER 06/16-06/30/23	58,074.32
EFT	00014675	EMPOWER	DEF COMP CEO PP17 2023	63,182.53
EFT	00014676	ICMA RETIREMENT	DEF COMP LOAN PP17 2023	177,178.22
EFT	00014696	GILLIG LLC	01-43206-000 - BRACKET; BRACKE	84,867.96
EFT	00014710	STEVAN GORCESTER	GRANT EVAL SVCS JAN-MAR 2023	88,433.63
EFT	00014717	SOUND TRANSIT SMART CARD CENTR	2023-3Q-013 WEB MAINT 08/23	6,275.39
EFT	00014730	ASSOCIATED PETROLEUM	FUEL USAGE	170,743.13
Payments for Fund 1 Total				\$ 4,116,325.90
Self Insurance Fund				
	Check	Vendor	Item/Service	Amount
CHK	00381418	WA ST EMPLOYMENT SECURITY DEPT	UNEMPLOYMENT Q223	68,016.09
Payments for Fund 4 Total				\$ 68,016.09
Capital Fund				
	Check	Vendor	Item/Service	Amount
CHK	00381402	PEASE CONSTRUCTION INC.	CUT PATCH TDS ELEV 06/23	70,580.00
CHK	00381408	SEQUOYAH ELECTRIC LLC	INSTALL BOLLARD COMM CHG 07/23	72,282.65
EFT	00014456	CLARY LONGVIEW LLC	FORD INTERCEPTOR 2023 2553	52,300.80
EFT	00014480	SAYBR CONTRACTORS INC	1W Ext BMP B1 HOIST 05/23	64,762.50
EFT	00014513	HUITT-ZOLLARS INC	DESIGN SV MOBI B6 05/27/23	230,768.48
EFT	00014543	WSP USA INC	DESIGN SVC BRT 06/03-06/30/23	143,124.31
EFT	00014551	US BANK CORPORATE PAYMENT SYST	CLEAN AIR DEMO BLDG 2	1,108.28
EFT	00014561	CLARY LONGVIEW LLC	FORD INTERCEPTOR SECURITY 2023 2553	52,300.80
EFT	00014564	CONSTRUCT INC	CONCRETE SPAN TC 07/23	500,000.00
EFT	00014575	HUITT-ZOLLARS INC	DESIGN SV B6 MOBI 07/01/23	71,323.45
EFT	00014680	ABSHER CONSTRUCTION COMPANY	B&O TAX F/W 07/23	265,165.00
EFT	00014700	HUITT-ZOLLARS INC	DESIGN SVC MOBI BLDG 1 07/01/23	193,737.11
EFT	00014708	NORTHSOUND AUTO GROUP LLC	2023 CHRYSLER PACIFICA VP 7695	920,000.00
EFT	00014717	SOUND TRANSIT SMART CARD CENTR	ngORCA 23-036 SYS INTEG MS	109,697.07
Payments for Fund 9 Total				\$ 2,747,150.45
Total Payments in Excess of \$50,000.00				\$ 6,931,492.44

**Pierce Transit
Payment Certification for Aug 31, 2023
Payments Aug 1, 2023 to Aug 31, 2023**

Payment Numbers CK 00381380 through CK 00381598
Wire Numbers EFT 00014449 through EFT 00014730
 No Advance Travel Payments

Bank ID	Check Num	Check Date	Amount	Vendor Name	Status
01	CHK 00381380	08/03/2023	143,910.36	UNIVERSAL PROTECTION SERVICE L	
01	CHK 00381381	08/03/2023	545.98	AT&T	
01	CHK 00381382	08/03/2023	54.56	AUTOZONE STORES LLC	
01	CHK 00381383	08/03/2023	77.21	BUNCE RENTALS INC	
01	CHK 00381384	08/03/2023	14,526.00	CABBROS CLEANING SERVICE LLC	
01	CHK 00381385	08/03/2023	5.11	CITY OF TACOMA	
01	CHK 00381386	08/03/2023	1,167.09	CITY OF TACOMA	
01	CHK 00381387	08/03/2023	163.87	COMCAST HOLDINGS CORPORATION	
01	CHK 00381388	08/03/2023	158.91	COMCAST HOLDINGS CORPORATION	
01	CHK 00381389	08/03/2023	250.87	COMCAST HOLDINGS CORPORATION	
01	CHK 00381390	08/03/2023	159.50	DAILY JOURNAL OF COMMERCE INC	
01	CHK 00381391	08/03/2023	1,792.50	DM RECYCLING CO INC	
01	CHK 00381392	08/03/2023	295.47	FRUITLAND MUTUAL WATER COMPANY	
01	CHK 00381393	08/03/2023	4,470.63	GENES TOWING CORP	
01	CHK 00381394	08/03/2023	300.52	GILCHRIST CHEVROLET BUICK GMC	
01	CHK 00381395	08/03/2023	10.98	HARBOR FREIGHT TOOLS USA INC	
01	CHK 00381396	08/03/2023	6,551.04	HAROLD LEMAY ENTERPRISES	
01	CHK 00381397	08/03/2023	387.00	LEMAY MOBILE SHREDDING	
01	CHK 00381398	08/03/2023	90.83	M2 PROJECT LLC	
01	CHK 00381399	08/03/2023	127.00	MULTICARE HEALTH SYSTEM	
01	CHK 00381400	08/03/2023	5.59	O'REILLY AUTO ENTERPRISES LLC	
01	CHK 00381401	08/03/2023	224.00	OCCUPATIONAL HEALTH CENTERS OF	
01	CHK 00381402	08/03/2023	70,580.00	PEASE CONSTRUCTION INC.	
01	CHK 00381403	08/03/2023	651.21	PIERCE COUNTY	
01	CHK 00381404	08/03/2023	371.44	PUGET SOUND ENERGY	
01	CHK 00381405	08/03/2023	445.68	PURCELL TIRE & RUBBER COMPANY	
01	CHK 00381406	08/03/2023	33.33	REFRIGERATION SUPPLIES DISTRIB	
01	CHK 00381407	08/03/2023	339.83	REX V PEGG FABRICS INC	
01	CHK 00381408	08/03/2023	72,282.65	SEQUOYAH ELECTRIC LLC	
01	CHK 00381409	08/03/2023	310.38	SHERWIN-WILLIAMS	
01	CHK 00381410	08/03/2023	3,750.00	SIMON AND COMPANY INC	
01	CHK 00381411	08/03/2023	500.00	SOURCE PANEL	
01	CHK 00381412	08/03/2023	480.00	RANGER PUBLISHING CO INC	
01	CHK 00381413	08/03/2023	1,200.00	TRANSIT FINANCE LEARNING EXCHA	
01	CHK 00381414	08/03/2023	72.31	SOUND PUBLISHING	
01	CHK 00381415	08/03/2023	3,875.46	UNITED SITE SERVICES OF NEVADA	
01	CHK 00381416	08/03/2023	16,914.53	VERIZON WIRELESS	
01	CHK 00381417	08/03/2023	65.00	WA ST DEPT OF ECOLOGY	
01	CHK 00381418	08/03/2023	68,016.09	WA ST EMPLOYMENT SECURITY DEPT	
01	CHK 00381419	08/03/2023	1,285.60	WALTER E NELSON CO	
01	CHK 00381420	08/10/2023	140.64	ALTRO USA INC	
01	CHK 00381421	08/10/2023	475.38	KARI OWEN	
01	CHK 00381422	08/10/2023	28.26	AT&T	
01	CHK 00381423	08/10/2023	2,697.60	ATU LOCAL 758 CORP	
01	CHK 00381424	08/10/2023	918.20	QWEST CORPORATION	
01	CHK 00381425	08/10/2023	81.95	QWEST CORPORATION	
01	CHK 00381426	08/10/2023	67.57	QWEST CORPORATION	
01	CHK 00381427	08/10/2023	313.38	CHAPTER 13 TRUSTEE	
01	CHK 00381428	08/10/2023	9.00	CHARLES WHITE	
01	CHK 00381429	08/10/2023	1,648.34	CITY OF GIG HARBOR	
01	CHK 00381430	08/10/2023	3,602.50	CITY OF TACOMA	
01	CHK 00381431	08/10/2023	27,342.90	CITY OF TACOMA	
01	CHK 00381432	08/10/2023	7,172.50	CITY OF TACOMA	
01	CHK 00381433	08/10/2023	3,058.28	COLONIAL SUPPLEMENTAL LIFE	
01	CHK 00381434	08/10/2023	158.91	COMCAST HOLDINGS CORPORATION	
01	CHK 00381435	08/10/2023	158.91	COMCAST HOLDINGS CORPORATION	
01	CHK 00381436	08/10/2023	133.34	COMMITTEE ON POLITICAL EDUCATI	
01	CHK 00381437	08/10/2023	264.59	CONSERVE	
01	CHK 00381438	08/10/2023	61.81	CONSOLIDATED ELECTRICAL DISTRIB	
01	CHK 00381439	08/10/2023	109.12	DISH NETWORK LLC	
01	CHK 00381440	08/10/2023	3,436.88	ENERGY SYSTEMS MANAGEMENT/TRS	
01	CHK 00381441	08/10/2023	50.00	FORMFOX INC.	
01	CHK 00381442	08/10/2023	170.99	HOME DEPOT USA INC	
01	CHK 00381443	08/10/2023	1,104.00	IAM & AW	
01	CHK 00381444	08/10/2023	220.00	INTERNAL REVENUE SERVICE	
01	CHK 00381445	08/10/2023	657.75	JAMES GUERRERO ARCHITECT	
01	CHK 00381446	08/10/2023	42.00	JESSE PABLO	
01	CHK 00381447	08/10/2023	246.57	LAWSON PRODUCTS INC	

01	CHK	00381448	08/10/2023	62.29	LANGUAGE LINE SERVICES
01	CHK	00381449	08/10/2023	1,074.61	LEVEL 3 FINANCING INC
01	CHK	00381450	08/10/2023	5,166.83	LEVEL 3 FINANCING INC
01	CHK	00381451	08/10/2023	1,314.72	LOOMIS ARMORED US LLC
01	CHK	00381452	08/10/2023	268.96	SYNCHRONY BANK
01	CHK	00381453	08/10/2023	25,743.52	METRO GLASS CO INC
01	CHK	00381454	08/10/2023	293.08	MICHAEL G MALAIER
01	CHK	00381455	08/10/2023	710.15	JOHN JEROME HAVENS
01	CHK	00381456	08/10/2023	419.50	NH DEPT OF H&HS
01	CHK	00381457	08/10/2023	1,570.14	NORTHWEST IAM BENEFIT TRUST
01	CHK	00381458	08/10/2023	343.00	OCCUPATIONAL HEALTH CENTERS OF
01	CHK	00381459	08/10/2023	114.16	ODP BUSINESS SOLUTIONS LLC
01	CHK	00381460	08/10/2023	114.70	AMERIDIAN INDUSTRIES LLC
01	CHK	00381461	08/10/2023	53,764.96	PIERCE COUNTY
01	CHK	00381462	08/10/2023	5,017.50	PIERCE COUNTY
01	CHK	00381463	08/10/2023	20.00	PTBA PETTY CASH
01	CHK	00381464	08/10/2023	21,091.08	PUGET SOUND ENERGY
01	CHK	00381465	08/10/2023	1,341.26	PURCELL TIRE & RUBBER COMPANY
01	CHK	00381466	08/10/2023	1,545.68	QUALITY LOGO PRODUCTS
01	CHK	00381467	08/10/2023	382.09	SIX ROBBLEES INC
01	CHK	00381468	08/10/2023	422.78	SMITH FIRE SYSTEMS INC
01	CHK	00381469	08/10/2023	734.62	OD SNIDER & SON INC
01	CHK	00381470	08/10/2023	420.00	T-MOBILE
01	CHK	00381471	08/10/2023	2,350.00	TACOMA PIERCE COUNTY CHAMBER O
01	CHK	00381472	08/10/2023	1,500.00	TACOMA-PIERCE COUNTY AFFORDABL
01	CHK	00381473	08/10/2023	138.98	TERMINIX INTERNATIONAL COMPANY
01	CHK	00381474	08/10/2023	250.00	TEXAS CHILD SUPPORT SDU
01	CHK	00381475	08/10/2023	6,000.00	TOKEN TRANSIT INC
01	CHK	00381476	08/10/2023	346.35	TRANSWORLD SYSTEMS INC
01	CHK	00381477	08/10/2023	696.40	TRUVIEW BSI LLC
01	CHK	00381478	08/10/2023	179.38	ULINE INC
01	CHK	00381479	08/10/2023	1,243.83	UNITED WAY OF PIERCE COUNTY
01	CHK	00381480	08/10/2023	713.15	WA ST DEPT OF LABOR & INDUSTRI
01	CHK	00381481	08/10/2023	435.00	WASHINGTON FINANCE OFFICERS AS
01	CHK	00381482	08/15/2023	500.00	MICHAEL LEE
01	CHK	00381483	08/17/2023	8,715.66	QWEST CORPORATION
01	CHK	00381484	08/17/2023	25.00	CITY OF FIFE
01	CHK	00381485	08/17/2023	47,858.08	CITY OF LAKEWOOD
01	CHK	00381486	08/17/2023	24.00	CITY OF LAKEWOOD
01	CHK	00381487	08/17/2023	26,090.77	CITY OF PUYALLUP
01	CHK	00381488	08/17/2023	187.90	CITY OF TACOMA
01	CHK	00381489	08/17/2023	1,316.20	CITY OF TACOMA
01	CHK	00381490	08/17/2023	317.74	COMCAST HOLDINGS CORPORATION
01	CHK	00381491	08/17/2023	204.59	COMCAST HOLDINGS CORPORATION
01	CHK	00381492	08/17/2023	869.38	DATABAR INC
01	CHK	00381493	08/17/2023	2,463.60	EAGLE GRAPHICS INC
01	CHK	00381494	08/17/2023	3,011.01	GENES TOWING CORP
01	CHK	00381495	08/17/2023	39.61	HARBOR FREIGHT TOOLS USA INC
01	CHK	00381496	08/17/2023	8,719.84	HDR ENGINEERING INC
01	CHK	00381497	08/17/2023	10,724.69	LAKEWOOD WATER DISTRICT
01	CHK	00381498	08/17/2023	4,385.96	LEVEL 3 FINANCING INC
01	CHK	00381499	08/17/2023	6,406.75	MATERIALS TESTING & CONSULTING
01	CHK	00381500	08/17/2023	4,837.04	MULTICARE HEALTH SYSTEM
01	CHK	00381501	08/17/2023	68.52	ODP BUSINESS SOLUTIONS LLC
01	CHK	00381502	08/17/2023	42.49	AMERIDIAN INDUSTRIES LLC
01	CHK	00381503	08/17/2023	128.86	PENINSULA LIGHT COMPANY
01	CHK	00381504	08/17/2023	800.00	LEPS-PSS PLLC
01	CHK	00381505	08/17/2023	1,032.93	PURCELL TIRE & RUBBER COMPANY
01	CHK	00381506	08/17/2023	1,575.00	QUEBEC INC
01	CHK	00381507	08/17/2023	35.23	RAINIER LIGHTING & ELECTRICAL
01	CHK	00381508	08/17/2023	421.18	OD SNIDER & SON INC
01	CHK	00381509	08/17/2023	15,105.00	SOFTHQ INC.
01	CHK	00381510	08/17/2023	1,135.00	TCF ARCHITECTURE PLLC
01	CHK	00381511	08/17/2023	5,000.00	THOMPSON CONSULTING GROUP INC
01	CHK	00381512	08/17/2023	443.24	ULINE INC
01	CHK	00381513	08/17/2023	556.25	UNITED SITE SERVICES OF NEVADA
01	CHK	00381514	08/17/2023	78,010.18	US BANK NA
01	CHK	00381515	08/17/2023	1,500.00	COLUMBIA-WILLAMETTE CLEAN CITI
01	CHK	00381516	08/17/2023	1,912.46	WURTH USA INC
01	CHK	00381517	08/24/2023	3,900.17	AAA FIRE PROTECTION INC
01	CHK	00381518	08/24/2023	110.24	AT&T
01	CHK	00381519	08/24/2023	50,642.95	ATU LOCAL 758 CORP
01	CHK	00381520	08/24/2023	2,194.84	AUDIT & ADJUSTMENT CO INC
01	CHK	00381521	08/24/2023	61.00	BUILDERS EXCHANGE OF WASHINGTO
01	CHK	00381522	08/24/2023	13,950.00	CABBROS CLEANING SERVICE LLC
01	CHK	00381523	08/24/2023	313.38	CHAPTER 13 TRUSTEE
01	CHK	00381524	08/24/2023	5,979.16	CITY OF TACOMA

01	CHK	00381525	08/24/2023	222.30	CITY OF TACOMA	
01	CHK	00381526	08/24/2023	1,616.00	CITY OF TACOMA	
01	CHK	00381527	08/24/2023	8,344.68	COMCAST HOLDINGS CORPORATION	
01	CHK	00381528	08/24/2023	244.48	CONSERVE	
01	CHK	00381529	08/24/2023	144.00	COURVAL SCHEDULING INC	
01	CHK	00381530	08/24/2023	3,049.60	ENERGY SYSTEMS MANAGEMENT/TRS	
01	CHK	00381531	08/24/2023	2,784.43	GENES TOWING CORP	
01	CHK	00381532	08/24/2023	481.77	GILCHRIST CHEVROLET BUICK GMC	
01	CHK	00381533	08/24/2023	220.00	INTERNAL REVENUE SERVICE	
01	CHK	00381534	08/24/2023	4,157.86	KING COUNTY REAL ESTATE SERVIC	
01	CHK	00381535	08/24/2023	293.08	MICHAEL G MALAIER	
01	CHK	00381536	08/24/2023	419.50	NH DEPT OF H&HS	
01	CHK	00381537	08/24/2023	595.00	OCCUPATIONAL HEALTH CENTERS OF	
01	CHK	00381538	08/24/2023	510.91	ODP BUSINESS SOLUTIONS LLC	
01	CHK	00381539	08/24/2023	43.01	WASHINGTON STATE SCHOOL FOR TH	
01	CHK	00381540	08/24/2023	899.38	AMERIDIAN INDUSTRIES LLC	
01	CHK	00381541	08/24/2023	481.39	PARKLAND LIGHT & WATER CO	
01	CHK	00381542	08/24/2023	454.49	PENINSULA LIGHT COMPANY	
01	CHK	00381543	08/24/2023	56,398.46	PIERCE COUNTY	
01	CHK	00381544	08/24/2023	183.32	PUGET SOUND ENERGY	
01	CHK	00381545	08/24/2023	305.34	PURCELL TIRE & RUBBER COMPANY	
01	CHK	00381546	08/24/2023	111.40	REX V PEGG FABRICS INC	
01	CHK	00381547	08/24/2023	616.56	SCHINDLER ELEVATOR CORPORATION	
01	CHK	00381548	08/24/2023	310.01	OD SNIDER & SON INC	
01	CHK	00381549	08/24/2023	5,124.47	TACOMA MALL PARTNERSHIP	
01	CHK	00381550	08/24/2023	6,918.75	TCF ARCHITECTURE PLLC	
01	CHK	00381551	08/24/2023	250.00	TEXAS CHILD SUPPORT SDU	
01	CHK	00381552	08/24/2023	372.18	TRANSWORLD SYSTEMS INC	
01	CHK	00381553	08/24/2023	302.28	UNITED SITE SERVICES OF NEVADA	
01	CHK	00381554	08/24/2023	1,243.83	UNITED WAY OF PIERCE COUNTY	
01	CHK	00381555	08/24/2023	2,137.04	WESCO EQUIPMENT	
01	CHK	00381556	08/30/2023	770.71	20/10 PRODUCTS INC	
01	CHK	00381557	08/30/2023	165,289.19	UNIVERSAL PROTECTION SERVICE L	
01	CHK	00381558	08/30/2023	990.92	AT&T	
01	CHK	00381559	08/30/2023	21,858.75	AT&T	
01	CHK	00381560	08/30/2023	41,000.00	BLINK BUSINESS TECHNOLOGIES IN	
01	CHK	00381561	08/30/2023	14,526.00	CABBROS CLEANING SERVICE LLC	
01	CHK	00381562	08/30/2023	25.00	CITY OF FIFE	VOIDED
01	CHK	00381563	08/30/2023	856.82	CITY OF PUYALLUP	
01	CHK	00381564	08/30/2023	250.87	COMCAST HOLDINGS CORPORATION	
01	CHK	00381565	08/30/2023	1,255.66	ENERGY SYSTEMS MANAGEMENT/TRS	
01	CHK	00381566	08/30/2023	5,012.31	GENES TOWING CORP	
01	CHK	00381567	08/30/2023	420.73	GILCHRIST CHEVROLET BUICK GMC	
01	CHK	00381568	08/30/2023	27.47	HARBOR FREIGHT TOOLS USA INC	
01	CHK	00381569	08/30/2023	71.20	HAUGEN GRAPHICS	
01	CHK	00381570	08/30/2023	977.62	KITE REALTY GROUP LP	
01	CHK	00381571	08/30/2023	119.00	OCCUPATIONAL HEALTH CENTERS OF	
01	CHK	00381572	08/30/2023	3,995.00	PREMIER MEDIA GROUP	
01	CHK	00381573	08/30/2023	1,168.49	PUGET SOUND ENERGY	
01	CHK	00381574	08/30/2023	332.50	RAINIER LIGHTING & ELECTRICAL	
01	CHK	00381575	08/30/2023	686.95	REX V PEGG FABRICS INC	
01	CHK	00381576	08/30/2023	104.60	ROBERT MUSTAIN	
01	CHK	00381577	08/30/2023	7,311.37	OD SNIDER & SON INC	
01	CHK	00381578	08/30/2023	12,216.86	STANTEC CONSULTING SERVICES IN	
01	CHK	00381579	08/30/2023	1,450.08	SM STEMPER ARCHITECTS PLLC	
01	CHK	00381580	08/30/2023	10,000.00	THOMPSON CONSULTING GROUP INC	
01	CHK	00381581	08/30/2023	1,126.92	UNITED SITE SERVICES OF NEVADA	
01	CHK	00381582	08/30/2023	556.57	VERIZON WIRELESS	
01	CHK	00381583	08/30/2023	556.57	VERIZON WIRELESS	
01	CHK	00381584	08/30/2023	1,217.16	VERIZON WIRELESS	
01	CHK	00381585	08/30/2023	691.57	VERIZON WIRELESS	
01	CHK	00381586	08/30/2023	556.57	VERIZON WIRELESS	
01	CHK	00381587	08/30/2023	307.15	VERIZON WIRELESS	
01	CHK	00381588	08/30/2023	373.50	VERIZON WIRELESS	
01	CHK	00381589	08/30/2023	602.41	VERIZON WIRELESS	
01	CHK	00381590	08/30/2023	696.89	VERIZON WIRELESS	
01	CHK	00381591	08/30/2023	805.07	VERIZON WIRELESS	
01	CHK	00381592	08/30/2023	1,217.16	VERIZON WIRELESS	
01	CHK	00381593	08/30/2023	725.82	VERIZON WIRELESS	
01	CHK	00381594	08/30/2023	556.57	VERIZON WIRELESS	
01	CHK	00381595	08/30/2023	80.02	VERIZON WIRELESS	
01	CHK	00381596	08/30/2023	1,442.68	VERIZON WIRELESS	
01	CHK	00381597	08/30/2023	1,285.60	WALTER E NELSON CO	
01	CHK	00381598	08/30/2023	1,023.84	WURTH USA INC	
01	EFT	00014449	08/03/2023	853.28	AARON'S INDUSTRIAL LLC	
01	EFT	00014450	08/03/2023	5,425.38	ALL STARZ STAFFING AND CONSULT	
01	EFT	00014451	08/03/2023	6,285.38	AMAZON CAPITAL SERVICES INC	

01	EFT	00014452	08/03/2023	132.33	BRAUN CORPORATION
01	EFT	00014453	08/03/2023	5,998.91	BUD CLARY CHEVROLET CADILLAC I
01	EFT	00014454	08/03/2023	1,028.51	CHARGEPOINT INC
01	EFT	00014455	08/03/2023	708.08	CHEVRON PRODUCTS CO
01	EFT	00014456	08/03/2023	52,300.80	CLARY LONGVIEW LLC
01	EFT	00014457	08/03/2023	1,814.22	COMMERCIAL BRAKE & CLUTCH
01	EFT	00014458	08/03/2023	6,372.95	PACIFIC APEX CONSTRUCTION LLC
01	EFT	00014459	08/03/2023	29,740.40	CUMMINS INC
01	EFT	00014460	08/03/2023	658.40	CUSTOM EDGE INC
01	EFT	00014461	08/03/2023	250.00	CYBERSOURCE CORPORATION
01	EFT	00014462	08/03/2023	994.07	TRUCKPRO HOLDING CORPORTATION
01	EFT	00014463	08/03/2023	3,480.07	FINISHMASTER INC
01	EFT	00014464	08/03/2023	7,796.70	GALLS LLC
01	EFT	00014465	08/03/2023	2,655.38	SPX CORPORATION
01	EFT	00014466	08/03/2023	36,125.28	GILLIG LLC
01	EFT	00014467	08/03/2023	6,500.00	GORDON THOMAS HONEYWELL
01	EFT	00014468	08/03/2023	1,130.85	GRAINGER
01	EFT	00014469	08/03/2023	3,609.25	KAMAN FLUID POWER LLC
01	EFT	00014470	08/03/2023	1,167.39	LUMINATOR TECHNOLOGY GROUP GLO
01	EFT	00014471	08/03/2023	767.49	MALLORY SAFETY & SUPPLY LLC
01	EFT	00014472	08/03/2023	296.03	MOHAWK MFG & SUPPLY
01	EFT	00014473	08/03/2023	2,394.33	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00014474	08/03/2023	1,470.00	NAVIA BENEFIT SOLUTIONS
01	EFT	00014475	08/03/2023	941.55	NORTHWEST PUMP & EQUIPMENT CO
01	EFT	00014476	08/03/2023	2,730.99	PACIFIC POWER GROUP LLC
01	EFT	00014477	08/03/2023	11,008.15	PEAK INDUSTRIAL INC
01	EFT	00014478	08/03/2023	559.64	PRINT NW
01	EFT	00014479	08/03/2023	883.73	QUALITY BUSINESS SYSTEMS INC
01	EFT	00014480	08/03/2023	64,762.50	SAYBR CONTRACTORS INC
01	EFT	00014481	08/03/2023	302.78	SCHETKY NORTHWEST SALES INC
01	EFT	00014482	08/03/2023	542.68	SOUND UNIFORM SOLUTIONS INC
01	EFT	00014483	08/03/2023	650.00	MARK W MEROD
01	EFT	00014484	08/03/2023	1,115.36	SOUTH TACOMA GLASS
01	EFT	00014485	08/03/2023	2,791.71	STANDARD PARTS CORP
01	EFT	00014486	08/03/2023	2,122.06	STAPLES INC
01	EFT	00014487	08/03/2023	4,080.76	UNIVERSAL AUTO GROUP 1
01	EFT	00014488	08/03/2023	325.14	TACOMA SCREW PRODUCTS INC
01	EFT	00014489	08/03/2023	18,090.96	THE AFTERMARKET PARTS CO LLC
01	EFT	00014490	08/03/2023	1,145.26	WAXIE SANITARY SUPPLY
01	EFT	00014491	08/03/2023	35,995.55	DOBBS HEAVY DUTY HOLDINGS LLC
01	EFT	00014492	08/03/2023	34,924.59	ASSOCIATED PETROLEUM
01	EFT	00014493	08/03/2023	11,199.37	ZONAR SYSTEMS INC
01	EFT	00014494	08/10/2023	24,510.00	AMERICAN CUSTODIAN INC
01	EFT	00014495	08/10/2023	10,775.03	ALL STARZ STAFFING AND CONSULT
01	EFT	00014496	08/10/2023	1,755.32	AMAZON CAPITAL SERVICES INC
01	EFT	00014497	08/10/2023	28.96	AM BRANAM TOOLS INC
01	EFT	00014498	08/10/2023	210.98	CONTINENTAL BATTERY COMPANY
01	EFT	00014499	08/10/2023	2,804.10	COGENT COMMUNICATIONS INC
01	EFT	00014500	08/10/2023	364.92	COMMERCIAL BRAKE & CLUTCH
01	EFT	00014501	08/10/2023	1,337.75	COMMONSTREET CONSULTING LLC
01	EFT	00014502	08/10/2023	33,046.94	CUMMINS INC
01	EFT	00014503	08/10/2023	33,931.53	DELL MARKETING LP
01	EFT	00014504	08/10/2023	5,606.75	DRUG FREE BUSINESS
01	EFT	00014505	08/10/2023	547.97	FERGUSON ENTERPRISES LLC #3007
01	EFT	00014506	08/10/2023	1,218.23	FINISHMASTER INC
01	EFT	00014507	08/10/2023	775,460.33	FIRST TRANSIT INC
01	EFT	00014508	08/10/2023	3,512.19	GORDON TRUCK CENTERS INC
01	EFT	00014509	08/10/2023	2,575.00	GALLUP INC
01	EFT	00014510	08/10/2023	47,685.00	SPX CORPORATION
01	EFT	00014511	08/10/2023	9,860.36	GILLIG LLC
01	EFT	00014512	08/10/2023	1,668.74	GRAINGER
01	EFT	00014513	08/10/2023	230,768.48	HUITT-ZOLLARS INC
01	EFT	00014514	08/10/2023	361.80	KAMAN FLUID POWER LLC
01	EFT	00014515	08/10/2023	409.20	LARSCO INC
01	EFT	00014516	08/10/2023	6,826.05	LUMINATOR TECHNOLOGY GROUP GLO
01	EFT	00014517	08/10/2023	7,757.21	MALLORY SAFETY & SUPPLY LLC
01	EFT	00014518	08/10/2023	33,330.86	MEDSTAR CABULANCE INC
01	EFT	00014519	08/10/2023	447.30	MOHAWK MFG & SUPPLY
01	EFT	00014520	08/10/2023	1,513.21	MOTOROLA SOLUTIONS INC
01	EFT	00014521	08/10/2023	857.83	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00014522	08/10/2023	905.81	NEOPART TRANSIT LLC
01	EFT	00014523	08/10/2023	917.08	PACIFIC FITNESS PRODUCTS
01	EFT	00014524	08/10/2023	31,305.76	PACIFIC POWER GROUP LLC
01	EFT	00014525	08/10/2023	16.25	PEAK INDUSTRIAL INC
01	EFT	00014526	08/10/2023	121.55	REXEL USA INC
01	EFT	00014527	08/10/2023	949.34	PROTERRA OPERATING COMPANY INC
01	EFT	00014528	08/10/2023	3,175.25	QUADIENT FINANCE USA INC

01	EFT	00014529	08/10/2023	440.24 SAMBA HOLDINGS INC
01	EFT	00014530	08/10/2023	22,903.75 SOUND TRANSIT
01	EFT	00014531	08/10/2023	7,300.56 SOUND TRANSIT SMART CARD CENTR
01	EFT	00014532	08/10/2023	1,143.61 STAPLES INC
01	EFT	00014533	08/10/2023	86.50 STERICYCLE INC
01	EFT	00014534	08/10/2023	625.30 UNIVERSAL AUTO GROUP 1
01	EFT	00014535	08/10/2023	2,930.04 TACOMA SCREW PRODUCTS INC
01	EFT	00014536	08/10/2023	10,241.58 THE AFTERMARKET PARTS CO LLC
01	EFT	00014537	08/10/2023	1,509.13 TITUS-WILL FORD SALES INC
01	EFT	00014538	08/10/2023	113,047.05 UNITED ENERGY TRADING LLC
01	EFT	00014539	08/10/2023	1,697.89 USAME DAHIR
01	EFT	00014540	08/10/2023	4,143.03 DOBBS HEAVY DUTY HOLDINGS LLC
01	EFT	00014541	08/10/2023	144,349.06 ASSOCIATED PETROLEUM
01	EFT	00014542	08/10/2023	134.73 WORLDPAC INC
01	EFT	00014543	08/10/2023	143,124.31 WSP USA INC
01	EFT	00014544	08/10/2023	525.00 WASHINGTON STATE TRANSIT ASSOC
01	EFT	00014545	08/10/2023	1,574.30 ZAYO GROUP HOLDINGS INC
01	EFT	00014546	08/11/2023	62,653.08 EMPOWER
01	EFT	00014547	08/11/2023	185,552.43 ICMA RETIREMENT
01	EFT	00014548	08/11/2023	15,000.84 NAVIA BENEFIT SOLUTIONS
01	EFT	00014549	08/11/2023	14,213.61 TACOMA EMPLOYEES RETIREMENT SY
01	EFT	00014550	08/11/2023	5,272.90 WA ST CHILD SUPPORT REGISTRY
01	EFT	00014551	08/11/2023	93,638.00 US BANK CORPORATE PAYMENT SYST
01	EFT	00014552	08/17/2023	7,410.90 AMAZON CAPITAL SERVICES INC
01	EFT	00014553	08/17/2023	1,796.13 ANGI ENERGY SYSTEMS
01	EFT	00014554	08/17/2023	990.00 AXON ENTERPRISE INC
01	EFT	00014555	08/17/2023	4,154.78 CONTINENTAL BATTERY COMPANY
01	EFT	00014556	08/17/2023	133.44 CONTINENTAL BATTERY COMPANY
01	EFT	00014557	08/17/2023	3,570.67 BRAVO ENVIRONMENTAL NW INC
01	EFT	00014558	08/17/2023	62,666.56 BRIDGESTONE AMERICA
01	EFT	00014559	08/17/2023	907.65 PRECARE INC
01	EFT	00014560	08/17/2023	1,072.62 CHEVRON PRODUCTS CO
01	EFT	00014561	08/17/2023	52,300.80 CLARY LONGVIEW LLC
01	EFT	00014562	08/17/2023	42,566.50 CLEVER DEVICES LTD
01	EFT	00014563	08/17/2023	294.90 COMMERCIAL BRAKE & CLUTCH
01	EFT	00014564	08/17/2023	500,000.00 CONSTRUCT INC
01	EFT	00014565	08/17/2023	21,999.08 CUMMINS INC
01	EFT	00014566	08/17/2023	165.00 DONALD MITTS
01	EFT	00014567	08/17/2023	5,994.90 EUROFINS TESTOIL INC
01	EFT	00014568	08/17/2023	862.62 FINISHMASTER INC
01	EFT	00014569	08/17/2023	1,756.10 GORDON TRUCK CENTERS INC
01	EFT	00014570	08/17/2023	3,834.80 GALLS LLC
01	EFT	00014571	08/17/2023	2,139.77 SPX CORPORATION
01	EFT	00014572	08/17/2023	68,177.93 GILLIG LLC
01	EFT	00014573	08/17/2023	4,454.87 GRAINGER
01	EFT	00014574	08/17/2023	2,980.63 MARK HOLMES
01	EFT	00014575	08/17/2023	71,323.45 HUITT-ZOLLARS INC
01	EFT	00014576	08/17/2023	2,041.16 K & L GATES
01	EFT	00014577	08/17/2023	729.58 KAMAN FLUID POWER LLC
01	EFT	00014578	08/17/2023	42,893.98 LAKEVIEW LIGHT & POWER CO
01	EFT	00014579	08/17/2023	528.48 LUMINATOR TECHNOLOGY GROUP GLO
01	EFT	00014580	08/17/2023	252.13 MALLORY SAFETY & SUPPLY LLC
01	EFT	00014581	08/17/2023	1,569.90 MCGUIRE BEARING CO
01	EFT	00014582	08/17/2023	1,793.60 MOHAWK MFG & SUPPLY
01	EFT	00014583	08/17/2023	121.47 MOOD MEDIA NORTH AMERICA HOLDI
01	EFT	00014584	08/17/2023	53.24 MORRYDE INTERNATIONAL INC
01	EFT	00014585	08/17/2023	541.12 MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00014586	08/17/2023	5,000.00 NBCUNIVERSAL LLC
01	EFT	00014587	08/17/2023	13,786.72 NEOPART TRANSIT LLC
01	EFT	00014588	08/17/2023	98.08 OUTFITTER SATELLITE INC
01	EFT	00014589	08/17/2023	35,526.00 PACIFIC POWER GROUP LLC
01	EFT	00014590	08/17/2023	7,703.00 PACIFICA LAW GROUP LLP
01	EFT	00014591	08/17/2023	6.94 REXEL USA INC
01	EFT	00014592	08/17/2023	151.16 PRINT NW
01	EFT	00014593	08/17/2023	48.99 ROMAINE ELECTRIC CORP
01	EFT	00014594	08/17/2023	16,086.05 RIGHT! SYSTEMS INC
01	EFT	00014595	08/17/2023	165.00 ROBERT WOOLERY
01	EFT	00014596	08/17/2023	241.53 SCHETKY NORTHWEST SALES INC
01	EFT	00014597	08/17/2023	1,249.24 SEATTLE AUTOMOTIVE DISTRIBUTIN
01	EFT	00014598	08/17/2023	647.50 SITECRAFTING INC
01	EFT	00014599	08/17/2023	2,545.01 SOUND TRANSIT SMART CARD CENTR
01	EFT	00014600	08/17/2023	334.89 SOUTH TACOMA GLASS
01	EFT	00014601	08/17/2023	832.70 STANDARD PARTS CORP
01	EFT	00014602	08/17/2023	592.52 STAPLES INC
01	EFT	00014603	08/17/2023	5,218.12 TACOMA COMMUNITY COLLEGE
01	EFT	00014604	08/17/2023	3,733.06 UNIVERSAL AUTO GROUP 1
01	EFT	00014605	08/17/2023	1,919.28 TACOMA SCREW PRODUCTS INC

01	EFT	00014606	08/17/2023	34,605.92	THE AFTERMARKET PARTS CO LLC	
01	EFT	00014607	08/17/2023	2,314.38	TINY'S TIRE	VOIDED
01	EFT	00014608	08/17/2023	99.78	TITUS-WILL FORD SALES INC	
01	EFT	00014609	08/17/2023	210.00	WA ST AUDITOR'S OFFICE	
01	EFT	00014610	08/17/2023	22,514.26	DOBBS HEAVY DUTY HOLDINGS LLC	
01	EFT	00014611	08/17/2023	185.71	WOFSCO INC	
01	EFT	00014612	08/17/2023	153,632.24	ASSOCIATED PETROLEUM	
01	EFT	00014613	08/17/2023	2,653.42	ZUMAR INDUSTRIES INC	
01	EFT	00014614	08/18/2023	1,261,486.22	AWC EMPLOYEE BENEFIT TRUST	
01	EFT	00014615	08/22/2023	3,649.08	WA ST DEPT OF REVENUE	
01	EFT	00014616	08/24/2023	2,899.28	A & E IMAGING	
01	EFT	00014617	08/24/2023	231.39	AIRGAS INC	
01	EFT	00014618	08/24/2023	5,039.82	ALL STARZ STAFFING AND CONSULT	
01	EFT	00014619	08/24/2023	4,703.22	AMAZON CAPITAL SERVICES INC	
01	EFT	00014620	08/24/2023	227.54	BONNIE MITCHELL	
01	EFT	00014621	08/24/2023	5,627.50	CENTRAL PUGET SOUND REGIONAL T	
01	EFT	00014622	08/24/2023	1,153.88	CHEVRON PRODUCTS CO	
01	EFT	00014623	08/24/2023	523.23	CINTAS CORPORATION NO 2	
01	EFT	00014624	08/24/2023	1,300.00	COACHING SYSTEMS LLC	
01	EFT	00014625	08/24/2023	1,907.20	COMMERCIAL BRAKE & CLUTCH	
01	EFT	00014626	08/24/2023	36,599.63	CUMMINS INC	
01	EFT	00014627	08/24/2023	308.00	DYNAMIC LANGUAGE CENTER LTD	
01	EFT	00014628	08/24/2023	2,005.00	EASTER SEALS WASHINGTON	
01	EFT	00014629	08/24/2023	21,469.50	ENVIRONMENTAL SYSTEMS RESEARCH	
01	EFT	00014630	08/24/2023	4,936.42	FINISHMASTER INC	
01	EFT	00014631	08/24/2023	1,273.86	FIVE9 INC	
01	EFT	00014632	08/24/2023	297.96	GORDON TRUCK CENTERS INC	
01	EFT	00014633	08/24/2023	608.12	SPX CORPORATION	
01	EFT	00014634	08/24/2023	34,580.21	GILLIG LLC	
01	EFT	00014635	08/24/2023	1,863.51	GRAINGER	
01	EFT	00014636	08/24/2023	939.62	HOGAN MANUFACTURING INC	
01	EFT	00014637	08/24/2023	19,365.65	RONALD E JENSEN & JAMES W JENS	
01	EFT	00014638	08/24/2023	2,531.50	KAMAN FLUID POWER LLC	
01	EFT	00014639	08/24/2023	33.16	MALLORY SAFETY & SUPPLY LLC	
01	EFT	00014640	08/24/2023	58,074.32	MEDSTAR CABULANCE INC	
01	EFT	00014641	08/24/2023	314.69	MICHAEL GRIFFUS	
01	EFT	00014642	08/24/2023	906.10	MOHAWK MFG & SUPPLY	
01	EFT	00014643	08/24/2023	391.34	MOTOROLA SOLUTIONS INC	
01	EFT	00014644	08/24/2023	254.42	NEOPART TRANSIT LLC	
01	EFT	00014645	08/24/2023	3,575.01	PACIFIC POWER GROUP LLC	
01	EFT	00014646	08/24/2023	20.92	PACIFIC WELDING SUPPLY INC	
01	EFT	00014647	08/24/2023	192.50	PARAMETRIX ENGINEERING	
01	EFT	00014648	08/24/2023	135.94	SHUMAN LLC	
01	EFT	00014649	08/24/2023	236.72	RONALD MACKENZIE	
01	EFT	00014650	08/24/2023	227.11	RYAN WHEATON	
01	EFT	00014651	08/24/2023	148.90	SARCO SUPPLY	
01	EFT	00014652	08/24/2023	3,430.33	S AND S METAL FABRICATION INC	
01	EFT	00014653	08/24/2023	128.00	SCOTT G GAINES	
01	EFT	00014654	08/24/2023	2,771.88	SEATTLE AUTOMOTIVE DISTRIBUTIN	
01	EFT	00014655	08/24/2023	104.60	SIR SPEEDY	
01	EFT	00014656	08/24/2023	1,635.52	SOUND TRANSIT SMART CARD CENTR	
01	EFT	00014657	08/24/2023	1,097.82	SOUTH TACOMA GLASS	
01	EFT	00014658	08/24/2023	1,181.39	STANDARD PARTS CORP	
01	EFT	00014659	08/24/2023	4,231.20	STAPLES INC	
01	EFT	00014660	08/24/2023	16,294.50	SUMMIT LAW GROUP PLLC	
01	EFT	00014661	08/24/2023	3,860.16	UNIVERSAL AUTO GROUP 1	
01	EFT	00014662	08/24/2023	558.82	TACOMA SCREW PRODUCTS INC	
01	EFT	00014663	08/24/2023	60.00	TARA SCHAACK	
01	EFT	00014664	08/24/2023	15,845.51	THE AFTERMARKET PARTS CO LLC	
01	EFT	00014665	08/24/2023	2,476.30	TITUS-WILL FORD SALES INC	
01	EFT	00014666	08/24/2023	6,168.71	UNIFIRST CORPORATION	
01	EFT	00014667	08/24/2023	959.98	VEHICLE MAINTENANCE PROGRAM IN	
01	EFT	00014668	08/24/2023	1,585.45	WESMAR COMPANY INC	
01	EFT	00014669	08/24/2023	16,558.05	DOBBS HEAVY DUTY HOLDINGS LLC	
01	EFT	00014670	08/24/2023	872.52	WOFSCO INC	
01	EFT	00014671	08/24/2023	500.00	WASHINGTON STATE TRANSIT ASSOC	
01	EFT	00014672	08/24/2023	294.14	ZAYO GROUP HOLDINGS INC	
01	EFT	00014673	08/24/2023	1,277.53	ZONAR SYSTEMS INC	
01	EFT	00014674	08/24/2023	253.23	ZUMAR INDUSTRIES INC	
01	EFT	00014675	08/25/2023	63,182.53	EMPOWER	
01	EFT	00014676	08/25/2023	177,178.22	ICMA RETIREMENT	
01	EFT	00014677	08/25/2023	14,480.87	NAVIA BENEFIT SOLUTIONS	
01	EFT	00014678	08/25/2023	14,026.09	TACOMA EMPLOYEES RETIREMENT SY	
01	EFT	00014679	08/25/2023	5,162.40	WA ST CHILD SUPPORT REGISTRY	
01	EFT	00014680	08/30/2023	265,165.00	ABSHER CONSTRUCTION COMPANY	
01	EFT	00014681	08/30/2023	159.52	ALEXANDRA MATHER	
01	EFT	00014682	08/30/2023	5,287.68	ALL STARZ STAFFING AND CONSULT	

01	EFT	00014683	08/30/2023	1,763.52	AMAZON CAPITAL SERVICES INC
01	EFT	00014684	08/30/2023	11,024.30	ATWORK! COMMERCIAL ENTERPRISES
01	EFT	00014685	08/30/2023	4,080.52	CONTINENTAL BATTERY COMPANY
01	EFT	00014686	08/30/2023	17,858.22	CDW GOVERNMENT INC
01	EFT	00014687	08/30/2023	185.00	CHERRY THOMAS
01	EFT	00014688	08/30/2023	519.08	CINTAS CORPORATION NO 2
01	EFT	00014689	08/30/2023	901.65	COMMERCIAL BRAKE & CLUTCH
01	EFT	00014690	08/30/2023	54.00	CONNOR PRUITT
01	EFT	00014691	08/30/2023	2,540.95	CRESTLINE SPECIALTIES INC
01	EFT	00014692	08/30/2023	15,485.28	CUMMINS INC
01	EFT	00014693	08/30/2023	8,872.42	DELL MARKETING LP
01	EFT	00014694	08/30/2023	28,800.00	EDM TECHNOLOGY INC
01	EFT	00014695	08/30/2023	4,146.32	FINISHMASTER INC
01	EFT	00014696	08/30/2023	84,867.96	GILLIG LLC
01	EFT	00014697	08/30/2023	38,165.08	GPS INSIGHT INC
01	EFT	00014698	08/30/2023	5,566.25	GRAINGER
01	EFT	00014699	08/30/2023	903.04	HOGAN MANUFACTURING INC
01	EFT	00014700	08/30/2023	193,737.11	HUITT-ZOLLARS INC
01	EFT	00014701	08/30/2023	2,883.04	INTERCLEAN EQUIPMENT LLC
01	EFT	00014702	08/30/2023	1,433.50	KAMAN FLUID POWER LLC
01	EFT	00014703	08/30/2023	207.77	LAKEVIEW LIGHT & POWER CO
01	EFT	00014704	08/30/2023	54.00	LAURIE LANGLOIS
01	EFT	00014705	08/30/2023	203.44	MCGUIRE BEARING CO
01	EFT	00014706	08/30/2023	1,036.07	MOHAWK MFG & SUPPLY
01	EFT	00014707	08/30/2023	1,986.33	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00014708	08/30/2023	920,000.00	NORTHSOUND AUTO GROUP LLC
01	EFT	00014709	08/30/2023	2,570.96	PACIFIC POWER GROUP LLC
01	EFT	00014710	08/30/2023	88,433.63	STEVAN GORCESTER
01	EFT	00014711	08/30/2023	288.34	PRINT NW
01	EFT	00014712	08/30/2023	7,473.37	RIGHT! SYSTEMS INC
01	EFT	00014713	08/30/2023	1,840.47	ROBBLEE'S TOTAL SECURITY INC
01	EFT	00014714	08/30/2023	20,842.61	SCHETKY NORTHWEST SALES INC
01	EFT	00014715	08/30/2023	237.84	SEATTLE AUTOMOTIVE DISTRIBUTIN
01	EFT	00014716	08/30/2023	378.74	SIR SPEEDY
01	EFT	00014717	08/30/2023	115,972.46	SOUND TRANSIT SMART CARD CENTR
01	EFT	00014718	08/30/2023	1,045.23	SOUTH TACOMA GLASS
01	EFT	00014719	08/30/2023	584.06	STANDARD PARTS CORP
01	EFT	00014720	08/30/2023	4,856.56	UNIVERSAL AUTO GROUP 1
01	EFT	00014721	08/30/2023	1,336.24	TACOMA SCREW PRODUCTS INC
01	EFT	00014722	08/30/2023	12,537.22	THE AFTERMARKET PARTS CO LLC
01	EFT	00014723	08/30/2023	2,314.38	TINY'S TIRE
01	EFT	00014724	08/30/2023	100.82	TITUS-WILL FORD SALES INC
01	EFT	00014725	08/30/2023	174.76	TITUS-WILL IMPORT SALES INC
01	EFT	00014726	08/30/2023	943.69	WAXIE SANITARY SUPPLY
01	EFT	00014727	08/30/2023	90.00	WENDI GEPHART
01	EFT	00014728	08/30/2023	4,892.79	DOBBS HEAVY DUTY HOLDINGS LLC
01	EFT	00014729	08/30/2023	1,849.68	WOFSCO INC
01	EFT	00014730	08/30/2023	170,743.13	ASSOCIATED PETROLEUM
Total Payments				\$8,922,587.00	

**PIERCE TRANSIT
BOARD OF COMMISSIONERS
SPECIAL STUDY SESSION MEETING MINUTES**

August 14, 2023

CALL TO ORDER

Chair Walker called the special study session meeting to order at 3:00 p.m.

ROLL CALL

Commissioners present:

Olgy Diaz, City of Tacoma Councilmember
Daryl Eidinger, Mayor of the City of Edgewood (*representing Puyallup and Edgewood*)
John Hines, City of Tacoma Councilmember
John Hoheusle, representing ATU and IAM unions
Ryan Mello, Pierce County Councilmember
Kim Roscoe, Vice Chair of the Board, Mayor of Fife (*representing Fife/Milton/
Pacific/Auburn/Gig Harbor/ Ruston/Steilacoom*)
Kristina Walker, Chair of the Board, Deputy Mayor of City of Tacoma
Jason Whalen, City of Lakewood Mayor

Commissioner excused:

Marty Campbell, Pierce County Councilmember
Shannon Reynolds, City of Fircrest Councilmember (*representing University Place and
Fircrest*)

OPENING REMARKS AND HOUSEKEEPING

Chair Walker welcomed attendees and gave instructions for meeting protocol.

REVIEW/DISCUSSION

Further Review and Discussion of the Pacific Avenue/SR-7 Bus Rapid Transit Project, Including, but not Limited to, Value Engineering Design Changes, Project Scope, Schedule and Costs, and Further Review and Consideration to Provide Enhanced Bus Service from Spanaway Transit Center to Tacoma Dome Station

CEO Griffus opened discussion and reported that the Bus Rapid Transit project turned out to be unaffordable due to inflation, costs related to property takes, and other requirements. He discussed the challenges and risks that remain with the project. He advised that the Agency is looking to implement an alternative service – Enhanced Bus Service.

He spoke about the FTA funding that may be at risk and advised that the FTA funding requirements now use post-covid ridership numbers, which could impact the project rating because ridership numbers are now lower than when the Agency began the project. He advised that this issue is affecting other transit agencies as well.

He advised that WSDOT and the City of Tacoma are planning improvements along Pacific Avenue/SR-7, and it makes sense for Pierce Transit to wait to implement BRT until both these agencies complete their corridor planning. He advised that as WSDOT and City of Tacoma undertake the corridor improvements, Pierce Transit would work with them to incorporate BRT as part of the overall plans for the area. This would ensure a coordinated approach and avoid multiple rounds of construction. He noted that the FTA will only provide funding one time and so it would make sense for these two agencies to complete their work first.

Executive Director of Planning and Community Development Ryan Wheaton presented on the proposed Pacific Avenue Enhanced Bus Service option, advising that this service qualifies as a High-Capacity Transit Service and would provide the following:

- Provide service from Spanaway Transit Center to Tacoma Dome Station
- Connect to local and regional services at east/west corridors
- Timed Sounder connections
- Would be in addition to the existing Route 1
- Peak commute-hour service – weekday mornings and afternoons
- Stops at 14 major bus stops – would save 28 minutes travel time roundtrip
- Uses existing bust stops; all will have shelters. Two shelters will require updating.
- Utilizes existing 40 ft. fleet.
- Provides Signal Priority for the Enhanced Bus Service Route and the Route 1
- Service anticipated to begin March 2024

Mr. Wheaton reviewed the benefits of pivoting to Enhanced Bus Service, which included the following:

- Provides improved service at least four years sooner
- Significantly reduces impacts on property owners and businesses
- Provides opportunities to coordinate future planning efforts with WSDOT and Tacoma
- Coordinates future construction, reducing impacts to business
- Allows FTA funding to be available in the future
- Allows access to additional Sound Transit monies
- Allows for significantly better future improvements in line with Complete Streets vision
- Allows adjustments as needed
- Opens a window to re-align MOBI investments with future BRT plans
- Service supported by CTAG

Mr. Wheaton reviewed a comparison chart comparing the SR-7 Reimagined BRT project with the Enhanced Bus Service and reviewed the actions Pierce Transit would take to pause the BRT project and to stand up the Enhanced Bus Service.

Executive Director of Finance Chris Schuler reviewed cost comparisons between BRT and Enhanced Bus Service, noting that there is close to zero start-up costs for Enhanced Bus Service, and it could be delivered about four years earlier. Travel times would be similar to BRT travel times.

CEO Griffus advised that the agency recommends pausing the SR-7 BRT project and begin planning to implement Enhanced Bus Service from Spanaway Transit Center to Tacoma Dome Station in March 2024.

A lengthy question-and-answer period ensued about shelter amenities and the aesthetics of shelters, with staff noting that staff is looking at implementing shelters to a level a little higher than what is out in the system now, but not to the level that was planned for the BRT.

Discussion ensued about the proposed route configuration for the Enhanced Bus Service and the difference between this service and the current Route 1. Staff clarified that the Route 1 does not go to the Tacoma Dome Station, and that the Enhanced Bus Service is in addition to the Route. Pierce Transit's communication plan and bus service signs will clearly define this information.

Staff also advised that further analysis on branding and naming the Enhanced Bus Service needs to be done. Staff clarified that the Tacoma Dome Station will be the end terminus for the Enhanced Bus Service at this time due to the operator shortage, but as operator levels increase, service could be increased to the downtown area.

Commissioner Mello spoke about the importance of continuing to move forward with making BRT successful with utilizing dedicated lanes of travel so that the bus is not sitting in traffic along with the rest of general-purpose traffic. He also encouraged staff to work closely with state and federal partners and the congressional delegation. He expressed that the Enhanced Bus Service is a good alternative until the BRT can be implemented.

CEO Griffus noted that Representative Jake Fey has been supportive of the Enhanced Bus Service as well as the congressional delegates that have been contacted so far.

Chief Financial Officer Chris Schuler answered questions on how the Enhanced Bus Service will offset costs for the current Maintenance Operations and Base Improvement (MOBI) project. He also advised that there would be an extra benefit of not taking on debt. It was noted that the agency has funding to implement the Enhanced Bus Service.

Commissioner Hines expressed that reducing costs relating to the MOBI project will be an additional savings. He also noted that he would like to see the Enhanced Bus Service serve the downtown area but understands the operator shortage is affecting this.

The presentation was closed with CEO Griffus advising that Pierce Transit expects the Enhanced Bus Service to be operationalized by March 2024.

PUBLIC COMMENT

Chair Walker provided instructions for providing public comment and opened public comment.

Clerk Jacobson advised that written comments pertaining to the BRT project were received and distributed to the full Board in advance of today's meeting and will be incorporated into the minutes.

Laura Svancarek, Downtown on the Go (DTOG) representative, expressed that her organization supports the Enhanced Bus service as opposed to moving forward with a watered-down version

of the BRT. She noted DTOG is supportive of a connection at Commerce Street, when possible, and advocated for clear marking and distinction between the Enhanced Bus Service and the Route 1.

Linda Moran, Chair of the Pierce Transit Community Transportation Advisory Group (CTAG), advised that the CTAG received an overview of the proposed Enhanced Bus Service and the CTAG is in support of this service, noting they drafted a letter of support.

CTAG member Don Green withdrew from public comment.

Tacoma resident and former Pierce Transit operator and President of ATU 758 provided comments and encouraged the commissioners to reflect on what it is they are looking for in a system/project. Is it to move people faster, or is it to have a pretty system? He spoke about a “limited stop service” that Pierce Transit provided 28 years ago from Parkland Transit Center to 38th and Pacific and emphasized 28 years later service along Pacific Highway is still being considered/planned. He encouraged the agency to look to the future and consider whether it should be factoring in things like climate change when looking at service systems. He also noted that as a passenger he would not want to sit on a bus from the Roy Y to downtown Tacoma making every stop along the way, noting that is not express service/rapid transit.

There being no other individuals providing comment, Chair Walker closed public comment.

Commissioners Roscoe and Mello **moved** and seconded to authorize the Chief Executive Officer to pause the BRT project and begin planning to implement Enhanced Bus Service from Spanaway Transit Center to Tacoma Dome Station in March 2024.

Motion **carried**, 7-0.

Chair Walker expressed that the Board understands that Enhanced Bus Service is a big change in direction and is a significant decision. She thanked staff for their work on the project and advised that the Board is committed to supporting the project and will be tracking the project closely.

Commissioner Mello thanked the individuals who provided comments today and to those who provided guidance. He also thanked the CTAG members for supporting the project. He expressed that the purpose of the project is to get ahead of growth in the area and to provide service to the community that would be safe, convenient, attractive, and saves times, and provide a service that people choose to use and not because they have to use it. He expressed that the Enhanced Bus Service is a good interim measure until the BRT project can be built.

A discussion ensued about the current Service Restoration Plan that is underway, with staff indicating that the Enhanced Bus Service was not in place when the restoration work began. The agency will be conducting a lot of community engagement starting in the fall and expects to receive a lot of feedback from the public not just relating to the Enhanced Bus Service, but for service to other areas including into downtown Tacoma.

Chair Walker recommended that staff prepare clear publication for public consumption that details more information about the BRT project and Enhanced Bus Service and disseminate that to the public as soon as possible. She also expressed that she is happy to help in any way to get information out to the community.

ADJOURNMENT

Commissioner Eiding and Roscoe **moved** and seconded to adjourn the meeting at 4:02 p.m.

Motion **carried**, 7-0.

Deanne Jacobson
Clerk of the Board

Kristina Walker, Chair
Board of Commissioners

**PIERCE TRANSIT
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING MINUTES**

August 14, 2023

CALL TO ORDER

Chair Walker called the regular board meeting to order at 4:07 p.m.

ROLL CALL

Commissioners present:

Olgy Diaz, City of Tacoma Councilmember
Daryl Eidinger, Mayor of the City of Edgewood (*representing Edgewood and Puyallup*)
John Hines, City of Tacoma Councilmember
John Hoheusle, President of ATU 758, Represents IAM and ATU
Ryan Mello, Pierce County Councilmember
Shannon Reynolds, City of Fircrest Councilmember (*representing Fircrest and University Place*)
Kim Roscoe, Vice Chair of Board, Mayor of Fife (*representing Fife/Milton/Pacific/Auburn/Gig Harbor Ruston/Steilacoom*)
Kristina Walker, Chair of the Board, Deputy Mayor of City of Tacoma
Jason Whalen, City of Lakewood Mayor

Commissioners excused:

Marty Campbell, Pierce County Councilmember

FLAG SALUTE

Chair Walker stated that we gratefully honor and acknowledge that we rest on the traditional lands of the Puyallup People.

Chair Walker led attendees in the Flag Salute, followed by a moment of silence.

OPENING REMARKS AND HOUSEKEEPING ITEMS

Chair Walker welcomed board members, staff, and citizens to the meeting and provided attendees with instructions for meeting participation.

PRESENTATIONS

1. Honoring Ian Barliss for Operator of the Month for July 2023

Transportation Manager Eric Gallagher honored Operator Ian Barliss for being selected Operator of the Month for July 2023, noting that Mr. Barliss has been an operator since 2020 and provides excellent customer service and has a great safety record.

On behalf of the Board, Chair Walker thanked Mr. Barliss for his service and great work.

Mr. Gaines also reported that Mr. Narvaez provides excellent service to customers, and that safety is always a top priority for him. Customer comments were read into the record as a testament to Mr. Narvaez's service.

On behalf of the Board, Chair Walker thanked Mr. Narvaez for his service and a round of applause was given.

2. 2023 Q2 Community Transportation Advisory Group (CTAG) Update

CTAG Chair Linda Moran updated the Board on the work conducted by the CTAG for Q2. She advised that she will be encouraging CTAG members to attend board meetings to get to know the commissioners better.

Ms. Moran expressed that Pierce Transit staff does a good job informing CTAG with project information, and about information to obtain from the community. She reported that the CTAG is still recruiting members and the committee recently conducted elections for the chair and vice chair positions.

On behalf of the Board, Chair Walker thanked Ms. Moran for all the work the CTAG members do for Pierce Transit.

PUBLIC COMMENT

Chair Walker provided participation instructions to the public and opened public comment.

Clerk Jacobson reported that written comments relating to a SHUTTLE customer were received and distributed to the full Board in advance of today's meeting and will be incorporated into the minutes.

Kit Burns, Tacoma resident, shared an idea to convert HOV lanes to Bus Only Lanes, noting this would make the bus more reliable. He also suggested the idea to make transit free, as this would attract more riders.

With no other members expressing to make public comment, Chair Walker closed public comment.

EXECUTIVE SESSION

At approximately 4:22 p.m., Chair Walker recessed the meeting into executive session for approximately 40 minutes, until 5:00 p.m., pursuant to RCW 42.30.110(1)(g), to evaluate the performance of a public employee. She announced that when the Board returns to open session, the Board may potentially take action with regards to the performance of a public employee and will finish the remainder of the business on the agenda.

At 5:00 p.m., it was announced that the executive session will be extended to 5:23 p.m.

At 5:23 p.m., it was announced that the executive session will be extended to 5:33 p.m.

At 5:33 p.m., it was announced that the executive session will be extended to 5:40 p.m.

RECONVENE TO OPEN SESSION

At 5:44 p.m., Chair Walker reconvened the meeting back to open session and announced that the Board discussed the CEO's performance evaluation in executive session and invited comments/discussion from the board members.

Various commissioners applauded CEO Griffus for his leadership and achievements over the last year and for guiding the agency during the challenging, post-covid times. They also thanked him for his professionalism, stewardship of utilizing public funds, and being a great partner in the community.

Commissioners Mello and Roscoe **moved** and seconded to adopt the CEO's 2022-2023 Composite Evaluation in accordance with the discussion of the CEO's performance which was held in executive session.

Motion **carried**, 8-0.

Commissioners Mello and Roscoe **moved** and seconded to increase the CEO's salary by 10 percent and direct staff to amend the CEO's employment contract accordingly.

Motion **carried**, 8-0.

Chair Walker thanked Director of Administration Amy Cleveland for helping with the evaluation process and noted that the CEO's salary increase reflects the great job and appreciation the Board has for the work the CEO does.

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.)

Commissioners Whalen and Mello **moved** and seconded to approve the consent agenda as presented.

Motion **carried**, 8-0.

1. Approval of Vouchers, July 1-31, 2023
Operating Fund #10
Self-Insurance Fund #40
Capital Fund #90
Payment Nos. 381188 through 381379
Wire Nos. 14205 through 14448
No Advance Travel Checks
Total \$7,246,927.78

2. Approval of Minutes: July 10, 2023, Special Board Meeting and Regular Board Meeting
3. Approved Resolution No. 2023-008, adopting the 2023-2028 Transit Development Plan as presented in Exhibit A.

ACTION AGENDA

1. **FS 2023-032, Approval of Resolution No. 2023-009, Adopting the 2023-2024 Pierce Transit Public Transportation Agency Safety Plan as Presented in Exhibit A.**

Safety Administrator Jason Hovde presented on the item and advised that the update to the safety plan is required by the FTA. He gave an overview of the update process and revisions for this iteration of the document.

Commissioners Whalen and Mello **moved** and seconded to approve Resolution No. 2023-009, adopting the 2023-2024 Pierce Transit Public Transportation Agency Safety Plan as presented in Exhibit A.

The motion **carried**, 8-0.

2. **FS 2023-033, Authorize the Chief Executive Officer to Amend the 2023 Capital Budget to add \$150,000 for the Purchase of two new Police Type Vehicles Utilizing Unused Operating Funds from Unfilled Staff Positions**

Chief Operating Officer Grantley Martelly presented on the item, noting that the Public Safety Department has been absorbing a lot of the work that was previously filled by the Pierce County Sheriff's Department. He reported that the Public Safety Department does not have an adequate number of vehicles to service the Pierce Transit system and needs additional vehicles so that it is better positioned to serve the customer and to conduct transit and facilities checks. He advised that there is room in the budget to cover the costs of these vehicles and reviewed the cost estimates to purchase and operationalize the vehicles.

Commissioners Roscoe and Hines **moved** and seconded to authorize the Chief Executive Officer to amend the 2023 Capital Budget to add \$150,000 for the purchase of two new Police Type Vehicles utilizing unused operating funds from unfilled staff positions.

Motion **carried**, 7-0. [*Vice Chair Roscoe indicated she was unable to vote due to a temporary technical matter.*]

STAFF UPDATES

1. **CEO'S Report**

CEO Griffus humbly thanked the Board for their comments regarding his evaluation and attributed his for having a great, dedicated staff. He reported on the following items:

- Reported that Pierce Transit moved just under 14,000 people over a two-day period during the JBLM Airshow and Warrior Expo on July 15 and 16, applauding Pierce Transit staff's efforts for helping to make the event a success.
- Reminder the Board about the upcoming ribbon cutting ceremony on August 30 from 12:30 p.m. – 1:30 p.m. for the electric charging station inside the Commerce Street Station bus tunnel.
- Reported that August 31 is Transit Team Appreciation Day (TTAD) at Pierce Transit and spoke about the day's events.
- Pierce Transit will be offering free rides to and from cooling centers August 14-16. Free rides may be extended if hot weather continues or until the Cooling Shelters close.
- Spoke about Pierce Transit staff assisting with the transport of 45 Washington Task Force One Urban Search and Rescue Team Members to SeaTac airport so they could assist with the Maui wildfires and applauded their dedication and efforts to work with Pierce County Department of Emergency Management during times of emergency.

INFORMATIONAL BOARD ITEMS

1. Chair's Report

Chair Walker reported on the following:

- The next Service Delivery and Capital Committee meeting will be held Thursday, August 17 beginning at 3:00 p.m.
- Encouraged commissioners to appear in person for the Board Retreat, which will be held September 21 from 1:00 – 4:30 p.m.
- Reported on the handouts included in today's agenda packet.

2. Sound Transit Update

Vice Chair Roscoe reported on the following:

- Reported that the Hilltop Link Extension opening celebration will be held on September 23. She advised that there will be coordination with Pierce Transit staff and there will be ORCA LIFT efforts that coincide with the opening as well.

- Provided details about upcoming service disruptions for Link riders August 12-20 and August 21- September 17 so that essential service maintenance work can be done. Passengers can sign up for rider alerts on Sound Transit’s website.
- On July 27 the Sound Transit Board set the baseline budget and schedule for Stride Bus Rapid Transit (BRT).
- Reported on upcoming Sound Transit outreach events.

3. Puget Sound Regional Council Transportation Policy Board Update

Commissioner Mello reported that the committee did not meet in August so there is no update.

4. Commissioners’ Comments

No comments were provided.

ADJOURNMENT

Commissioners Reynolds and Roscoe **moved** and seconded to adjourn the meeting at 6:15 p.m.

Motion **carried**, 8-0.

Deanne Jacobson
Clerk of the Board

Kristina Walker, Chair
Board of Commissioners



Green Transportation Capital Grant funds for Zero Emission Grid Expansion and Resiliency Planning Implementation

a.k.a. ZEB Phase II
September 11, 2023

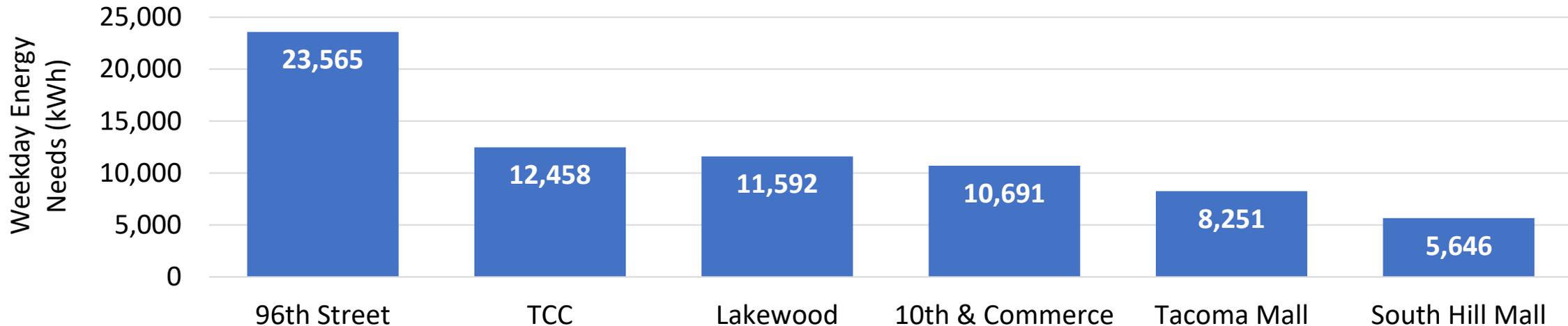
Presented by:

Mark Eldridge and Nathan Groh

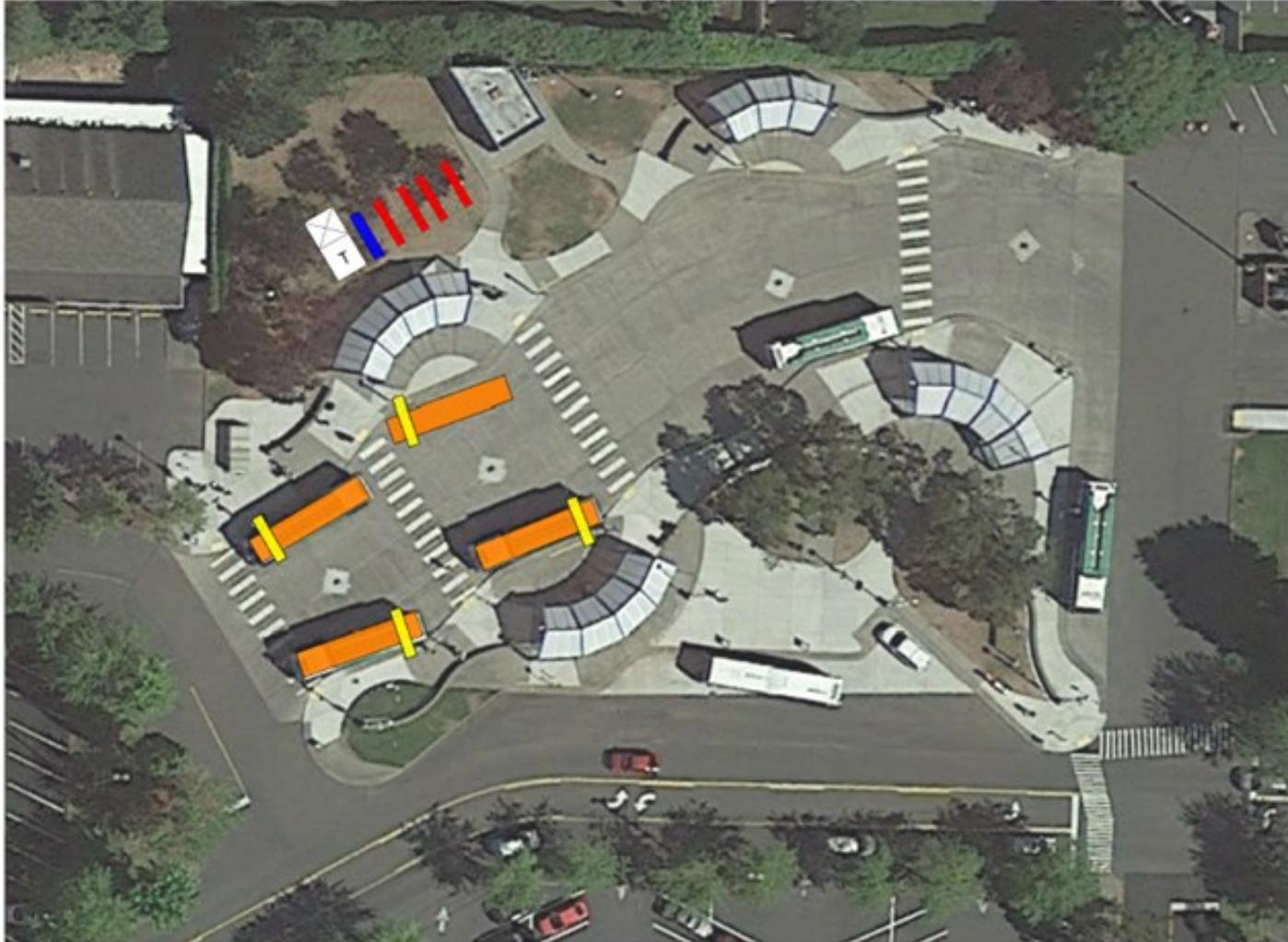


Possible Charging Locations

Lakewood Base (96 th St):	77 Depot Chargers
TCC Transit Center:	4 On-Route Chargers
Lakewood Transit Center:	4 On-Route Chargers
10th & Commerce Transit Center:	4 On-Route Chargers
Tacoma Mall Transit Center:	3 On-Route Chargers
South Hill Mall Transit Center:	3 On-Route Chargers



Lakewood Transit Center Charger Layout



LEGEND	
Bus	
Transformer	
450 KW Charger	
Switchboard	
Pantograph	

- Install four 450kW chargers at Lakewood Transit Center
- Start design in 2025 to have operational by 2027
- Would support fleet of up to 49 BEBs

TITLE: Authority to Increase Contract No. 1369 with HDR Engineering, Inc., to Complete Zero Emission Grid Expansion and Resiliency Planning

DIVISION: Planning & Community Development

SUBMITTED BY: Mark Eldridge, Senior Planner

RELATED ACTION:

FS 2022-029 Authority to Executive Contract No. 1369 with HDR Engineering, Inc., to Develop and Provide a Zero Emission Bus Transition Plan

ATTACHMENTS:

RELATION TO STRATEGIC PLAN: Internal

Exhibit A, 2023-2025 Green Transportation Capital Grant Program Award Letter

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: Zero Emission Grid Expansion and Resiliency Planning Implementation

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Previous Authorized Contract Amount	\$ 220,000	Pierce Transit will provide \$115,000 grant match comprised of staff time and support in this study. No cash match is required. The grant monies will be added to the 2024 Budget. Sufficient funds are available in the 2023 Operating Budget to cover expenses incurred in 2023. This is funded by the WSDOT Zero Emission Grid Expansion and Resiliency Planning Implementation grant awarded on June 5, 2023, for July 1, 2023 - June 30, 2025.
Local Amount	\$ 0	
Contract Increase	\$ 450,000 (grant funded)	
Total Amount	\$ 670,000	

BACKGROUND:

In May of 2023 staff presented the Zero-Emission Bus (ZEB) Transition Strategy final report completed by our consultant HDR. This additional effort will take the next steps in planning for Pierce Transit's Zero Emission Fleet transition.

This study will evaluate the utility grid infrastructure, provide preliminary site planning, and cost estimates for ZEB infrastructure at up to six Transit Center sites, battery storage recommendations, and utility negotiation strategies.

The project schedule shows expending \$21,000 in 2023 from budget savings. Expending \$350,000 in 2024, and the remaining \$79,000 in 2025.

Pierce Transit procured the services of HDR via a competitive process and its procurement rules allow for the continued use of HDR for this next study effort. The initial contract was authorized by the Executive Finance Committee in an amount not to exceed \$220,000. \$198,377 was expended from this authorized amount.

STAFF RECOMMENDATION:

The grant funds are currently eligible for reimbursement (eligibility started July 1, 2023). These grant funds cannot be reappropriated, and the grant expires June 30, 2025. Pierce Transit staff is requesting that the contract with HDR Engineering, Inc., be amended so work can commence immediately on this next phase of ZEB planning.

ALTERNATIVES:

1. Do not authorize the additional study of the utility grid infrastructure to support future ZEB infrastructure needs. This is not recommended as pausing additional studies will not advance Pierce Transit in meeting its ZEB goals. Pierce Transit would return the grant monies.
2. Wait until 2024, when the full amount of the grant monies is accounted for. This is not necessary, as there are enough funds to cover study costs through the end of the 2023 calendar year.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to increase the contract spending authority with HDR Engineering, Inc., Contract No. 1369, in the amount of \$450,000, to complete zero emission grid expansion and resiliency planning, for a new contract amount of \$670,000.

June 5, 2023

Mike Griffus
Pierce County Public Transportation Benefit Area Corporation
3701 96th Street SW
Lakewood, WA 98499

Subject: 2023-2025 Green Transportation Capital Grant Program Award

Dear Mike Griffus:

Congratulations! The Washington State Department of Transportation (WSDOT) is pleased to award your organization's Green Transportation Capital Grant for the 2023-2025 biennium.

Project	2023-2025 award
Zero Emission Grid Expansion and Resiliency Planning Implementation	\$450,000

Green Transportation Capital funds are reimbursable for grant-supported activities beginning July 1, 2023. Project expenditures accrued prior to this date are not eligible for reimbursement. However, prior expenditures may qualify as matching funds if the costs were essential for the implementation of your project.

Primary point of contact

Emily Geraldts, capital equipment planner, is your primary WSDOT contact and will assist you with all aspects of your project. You can reach Emily at Emily.Geraldts@wsdot.wa.gov or 515-451-9594.

If you determine at any point that you are unable to successfully implement your project, your matching funds sources are no longer available, or you are unable to meet your application's pledged match, please contact Emily as soon as possible.

We appreciate your agency's commitment to reduce the carbon intensity of the valuable services you provide. We look forward to finalizing your grant agreement and funding your project. Again, congratulations!

Sincerely,

A handwritten signature in blue ink, consisting of a stylized 'J' followed by a loop and a horizontal stroke.

Jill Nordstrom, grants and community partnerships manager
Public Transportation Division

JN:dl

cc: Barb Hunter, Pierce County Public Transportation Benefit Area Corporation
Firas Makhoulf, WSDOT
Sayma Rahman, WSDOT
Megan Reardon, WSDOT
Evan Olsen, WSDOT
Emily Gerald, WSDOT
Jeff Petterson, WSDOT
Matthew Cramer, WSDOT



**Pierce
Transit**

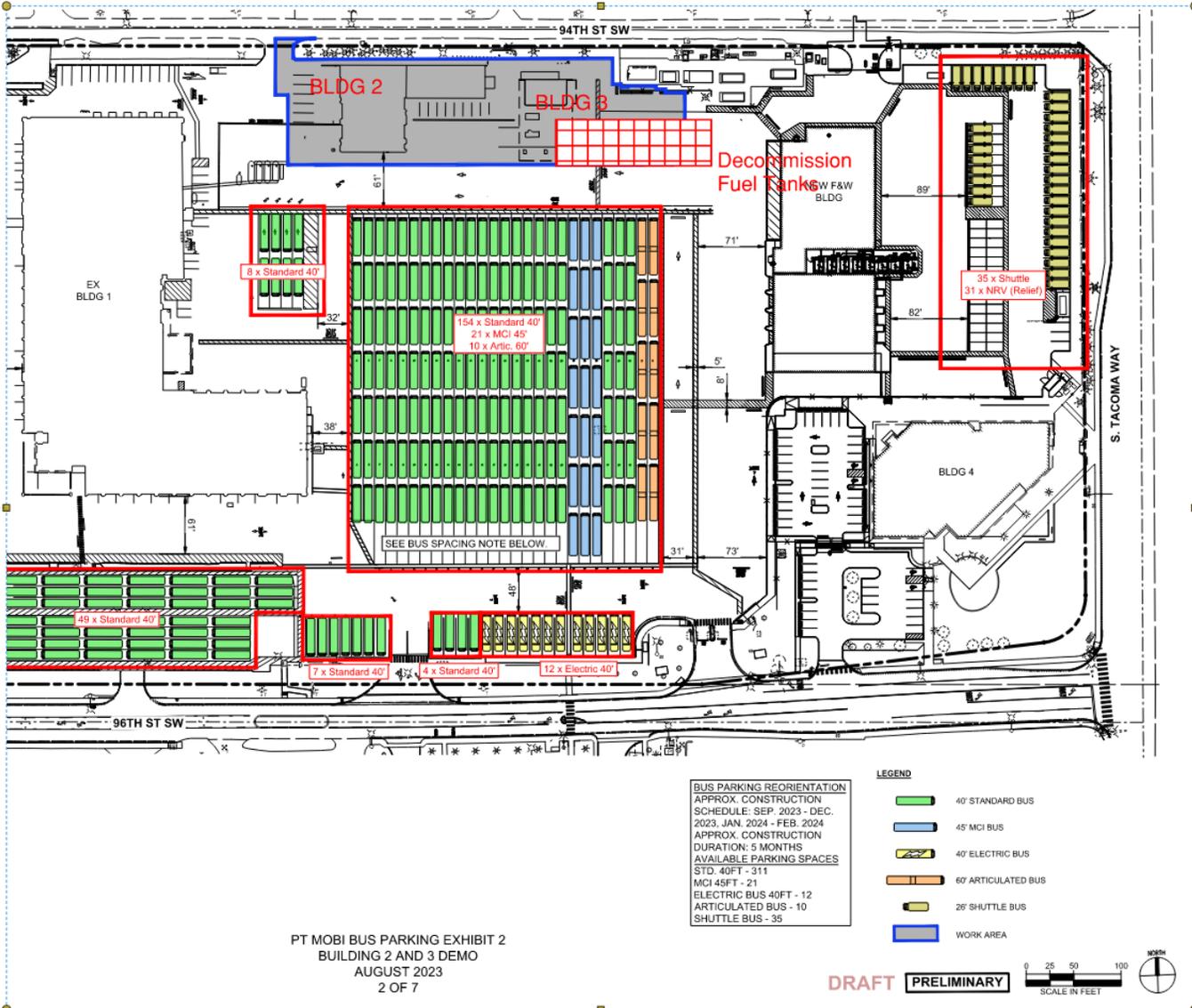
Maintenance and Operations Building
Improvements (MOBI)

Construction Contract Authority Amount Update
Building 2 and 3 Demolition and Existing Fuel
Tank Farm Decommissioning

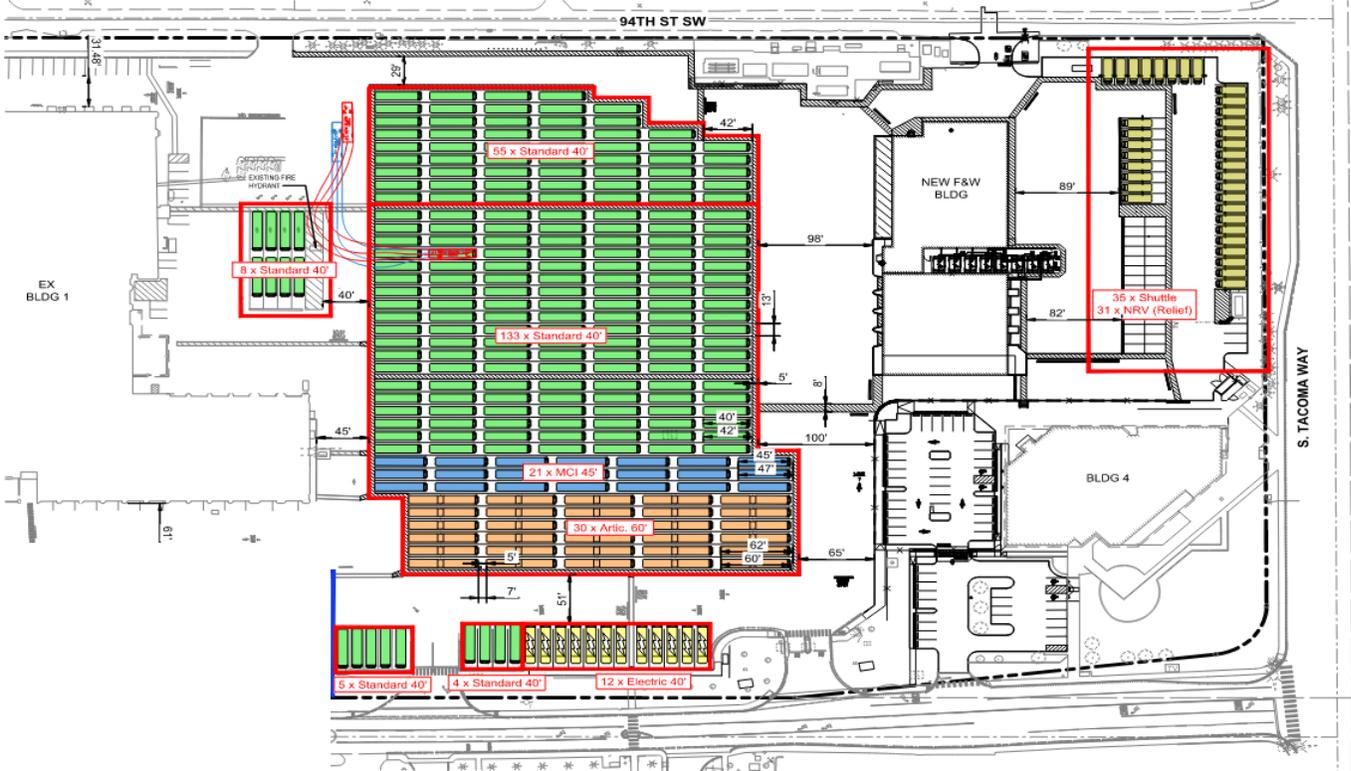
September 11, 2023

Brian Matthews, Senior Capital Project Manager

Project Location



Project Location



BUS PARKING REORIENTATION
 APPROX. CONSTRUCTION
 SCHEDULE: MAR. 2024 - OCT.
 2026
 APPROX. CONSTRUCTION
 DURATION: 32 MONTHS
 AVAILABLE PARKING SPACES
 STD. 40FT - 205
 MCI 45FT - 21
 ELECTRIC BUS 40FT - 12
 ARTICULATED BUS - 30
 SHUTTLE BUS - 35

- LEGEND**
- █ 40' STANDARD BUS
 - █ 45' MCI BUS
 - █ 40' ELECTRIC BUS
 - █ 60' ARTICULATED BUS
 - █ 26' SHUTTLE BUS
 - █ WORK AREA

DRAFT PRELIMINARY



Questions?



TITLE: Authority to Increase the Contract Authority Amount with Absher Construction Company, Contract No.1087, to Perform Planned and Budgeted Work to Perform Demolishing Buildings 2 and 3, and to Conduct Other Necessary Site Improvements Relating to the MOBI Project

DIVISION: Finance

SUBMITTED BY: Brian Matthews, PE
 Sr. Construction Project Manager

RELATED ACTION:

FS 2020-033, Authorization to Execute a Contract with Absher Construction for Construction of the New Fuel and Wash, Electric Charging Facilities, and Related Improvements for Guaranteed Maximum Price (GMP) Package 2.

FS 2021-010, Authorization to Execute Change Order No. 4 with Absher Construction Company to Increase the Contract Authority Amount for the Construction of the New Fuel and Wash Facility and Related Improvements for Guaranteed Maximum Price (GMP) Package 2a.

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Internal

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: 525.2 BMP Fuel and Wash Facility

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Current Contract Authority	\$ 34,622,168	The amount reflects the estimated expenditures to complete the work necessary to demolition Buildings 2 and 3 on the Pierce Transit base and other site improvements detailed.
Increase Contract Authority Amount	\$ 3,859,050	
Contingency Amount	\$ 360,905	
New Contract Authority Amount	\$ 38,842,123	The current approved budget for MOBI is \$140,528,330. Total expenditure to date is \$50,000,000, not including this proposed contract increase.

BACKGROUND:

Staff seeks authority to move forward with the next piece of scheduled work for the Maintenance and Base Operations Improvement (MOBI) project, which is planned and budgeted work to increase the lot capacity and improve efficiencies. Under this scheduled work, Buildings 2 and 3 will be demolished, new bus storage parking will be constructed, the bus parking facility will be reoriented, new stormwater and related utilities will be installed,

existing underground fuel tanks will be decommissioned, and existing storm lines and catch basins will be cleaned and repaired.

The construction estimate to complete this portion of work is estimated to cost \$3,859,050, and staff recommends adding \$360,906 in contingency monies, for a total contract increase amount of \$ 4,219,955.

RECOMMENDATION:

Staff recommends increasing the contract authority amount for Absher Construction, Contract No. 1087, in the amount of \$4,219,955 for the construction improvements described above.

ALTERNATIVES:

1. Reject increasing the contract authority with Absher Construction and direct staff to not move forward with the next scheduled work described above. This would result in increased costs associated with finding alternative bus storage facilities and significant impact continuity of operations.
2. Direct Staff to move forward with a modified version of the proposed improvements. If this option were exercised, staff would need additional time to evaluate the project. New design changes at this stage of the project could negatively affect the continuity of operations and lead to increased project costs.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to increase the contract authority with Absher Construction, Contract No. 1087, in the amount of \$4,219,955 to perform planned and budgeted work of demolishing Buildings 2 and 3, and to conduct other necessary lot improvements, for a new contract authority amount of \$38,842,123.

TITLE: Authorization to Increase Contract No. 1162A with Security Solutions Northwest, Inc., to Construct Security Enhancements at Purdy and Kimball Park and Rides

DIVISION: Finance

SUBMITTED BY: Hope Gibson, Senior Capital Project Manager

RELATED ACTION:

FS 2019-037, Housekeeping – Authorization to Amend the 2019 Capital Budget to Combine Two Project Budgets into one Security and Emergency Warning System Project Budget.

FS 2020-057, Authorization to Execute Contract No. 1038 with Wood Harbinger for Design Consulting Services to replace the Security and Emergency Warning System and related security enhancements.

FS 2021-037, Increase the contract authority not to exceed amount by \$90,000 with Wood Harbinger, Contract No. 1038, to expand existing design services to allow for additional security cameras in various locations across the Pierce Transit System.

FS 2022-027, Authorization to Execute Contract No. 1162A with Security Solutions Northwest, Inc., to Construct Security Enhancements at Pierce Transit Headquarters, all Transit Centers, and the 512 Park & Ride.

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Employee

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: 452

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Original Authorized Contract Amount	\$ 1,950,000	The current total project budget is \$4,080,769. This was increased from the original \$3,765,989 by \$314,780, when the budget for security enhancements at Kimball and Purdy Park and Rides was combined with the existing Security Enhancements project in the 2023 Budget. Staff seeks authorization to add this additional work to the existing contract.
This Contract Revision	\$ 225,890	
Total Authorized Expenditure	\$ 2,175,890	

BACKGROUND:

The Security Enhancements project began in 2020, to update security features at several buildings at Pierce Transit's

headquarters, at all transit centers, and several park and rides. The security features include varying combinations of adding/replacing Closed Circuit Television (CCTV) cameras, updating door locks and updating the Early Warning System in several buildings at agency headquarters. When the design was nearing completion, the cost estimate came in over budget. At that time, Purdy and Kimball were removed from the project. In a subsequent budget, the two sites were approved for security enhancements. For efficiency's sake, the projects were combined. We have change order proposals from the contractor, and the requested contract revision amount will cover the construction costs for these improvements.

There are currently no CCTV cameras installed at Purdy and Kimball park and rides. This additional work will install cameras at both sites (approximately 12 cameras at Kimball and four cameras at Purdy). It will also update door locks for the Operator Restrooms and Janitorial Closet at Kimball and improve security access controls. These sites were recommended by our physical security staff as having the highest priority among remaining park and rides to enhance security.

RECOMMENDATION:

Staff recommends the construction contract authorization with Security Systems Northwest be increased in the amount of \$225,890 for a revised contract authorization not to exceed amount of \$2,175,890.00 to add Purdy and Kimball Park and Rides as sites to receive security enhancements.

ALTERNATIVES:

Do not authorize the security enhancements at Purdy and Kimble park and rides. This not recommended because it leaves these two sites without improved security and surveillance.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to increase contract No. 1162A with Security Systems Northwest, Inc., in the amount of \$225,890, for a new contract amount of \$2,175,890, to construct security enhancement improvements at Purdy and Kimball Park and Ride locations.

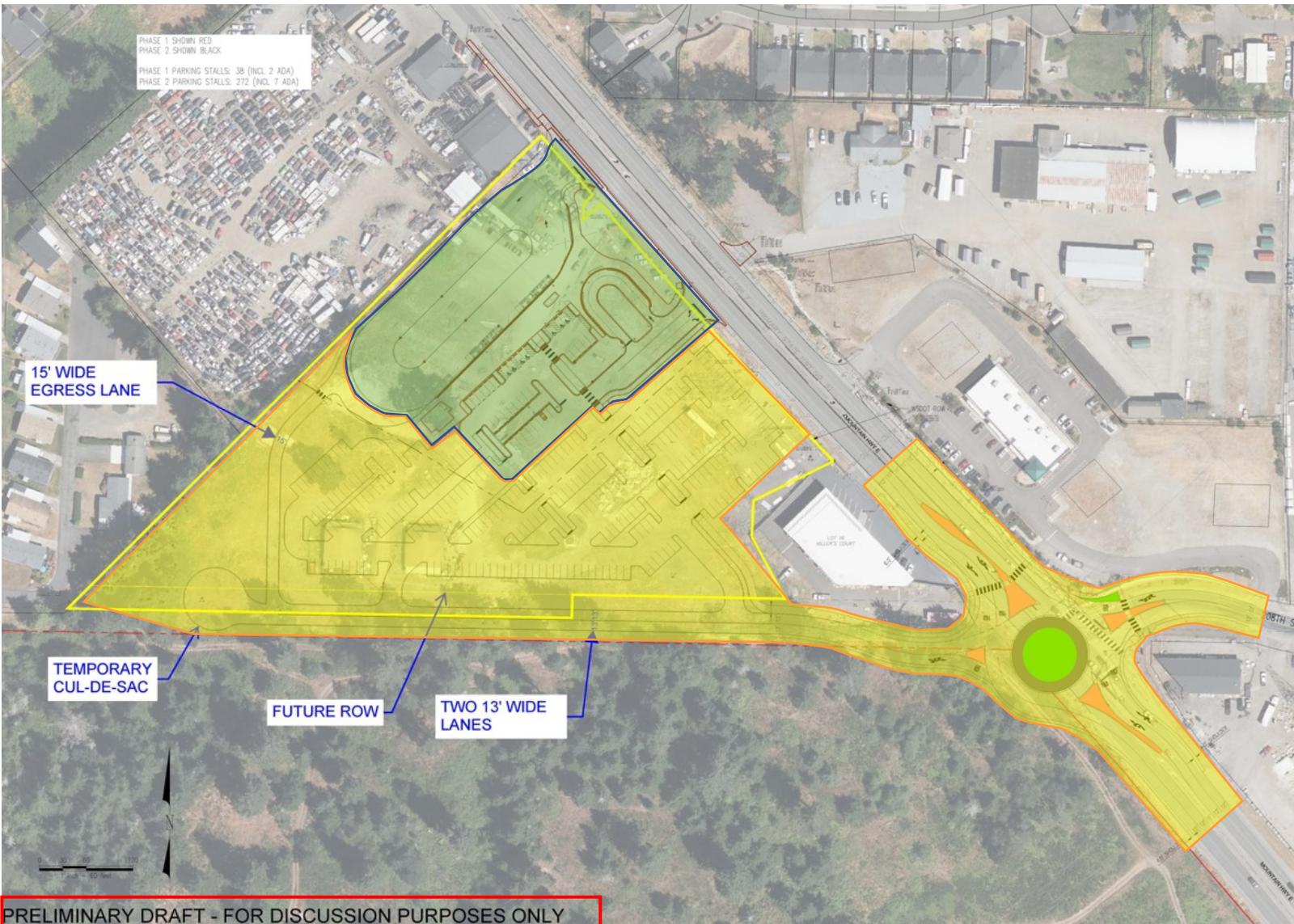


Spanaway Transit Center and Parking Expansion Projects Update

September 11, 2023

Hope Gibson, Senior Capital Project Manager

Scope of Projects



Transit Center Project (green)

Bus loop, operators' comfort station, drop off area and small parking lot.

Parking Expansion Project (remaining property plus right of way improvements)

Parking expansion and long-term egress solution (shown here as roundabout but solution isn't finalized.)

Project Budgets and Status

Transit Center

Project Budget:	\$9,242,886.00
Status:	Under Construction
Scheduled Completion:	March, 2024

Parking Expansion

Total Projected Project Budget:	\$14,939,346.00*
2023 Approved Project Budget:	\$1,000,000.00
Status:	In Planning
Scheduled Completion:	No Schedule Yet

*Includes grants awarded, but not yet received.



Parking Expansion Project Scope

- Permanent egress solution
- Add Park and Ride capacity
- Supports Enhanced Service and future BRT vision



Parking Expansion Project

Next Steps:

Contract with Consultant to assist with preliminary design, the preparation of multiple studies and permits required



Questions?



TITLE: Authorize the Chief Executive Officer to Execute a Contract with Parametrix Engineering, Contract No. 1653, for Architectural and Engineering Design Services for Spanaway Transit Center Permanent Egress and Parking Lot Expansion

DIVISION: Finance

SUBMITTED BY: Hope Gibson, Senior Construction Project Manager

RELATED ACTION: N/A

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Customer

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: 607 - Spanaway Transit Center Parking Lot Expansion

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Contract Amount	\$ 700,000.00	The current budget for preliminary design work in \$1,000,000. The estimated project budget pending approval in the 2024 agency-wide budget is \$14,939,346. Total expenditure to date for this project is \$75,000.
Contingency	\$ 50,000.00	
Total Authorized Amount	\$ 750,000.00	
		The funding for this contract is from the WSDOT Regional Mobility Grant PTD0416 in the amount of \$7,100,000, awarded on 7/1/2023, for the period of 7/21 to 6/25. Pierce Transit will use grant funding for the required match in the amount of \$2,000,000 from FTA 2023 5307 – Grant.

BACKGROUND:

Pierce Transit is in the process of constructing a new transit center in Spanaway. The project is located on State Route (SR) 7 and will serve as the southern terminus for Route 1. The work under this portion of the project will expand the parking lot and complete the overall vision for the project.

At the February 14, 2022, regular Board meeting, the Board was briefed on the challenges that exist with the Spanaway Transit Center Parking Lot Expansion project. The central challenge centers on solving the question of how traffic can

safely leave the site and access SR-7, especially during peak am and pm hours. There are at least two options and they both involve significant roadway improvements.

Pierce Transit issued a Request for Qualifications (RFQ) advertised on May 5, 2023, for professional consultant services. The RFQ was posted on Pierce Transit's website, Builder's Exchange of Washington, Tacoma Daily Index, and the Daily Journal of Commerce as well as the Office of Minority and Women's Business Enterprises. Statements of Qualifications were accepted until 10:00 a.m., May 26, 2023. Parametrix Engineering was the only candidate that responded to the RFQ. A selection committee reviewed the proposal and found Parametrix Engineering to be a qualified consultant to lead the design and construction support for the project.

This request covers authorization for the first phase of the contract. This phase will include preliminary design and the preparation of multiple studies and permits required either by regulation or under the conditions of one or more grants funding the project. We will seek additional spending authority once the route of site egress is agreed to by the various jurisdictions having authority and the design scope has been accurately defined.

STAFF RECOMMENDATION:

Execute a Contract with Parametrix Engineering to provide Architectural and Engineering Consultant Services for the Spanaway Transit Center Parking Lot Expansion in an amount not to exceed \$750,000.

ALTERNATIVES:

Do not authorize the contract with Parametrix Engineering. This is not recommended as this would delay the schedule and result in a later operational completion date, as well as loss of grant funds.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to enter into and execute a contract with Parametrix Engineering, Contract No. 1653, in the amount of \$750,000 to provide architectural and engineering preliminary design and studies for the Spanaway Transit Center Permanent Egress and Parking Lot Expansion.

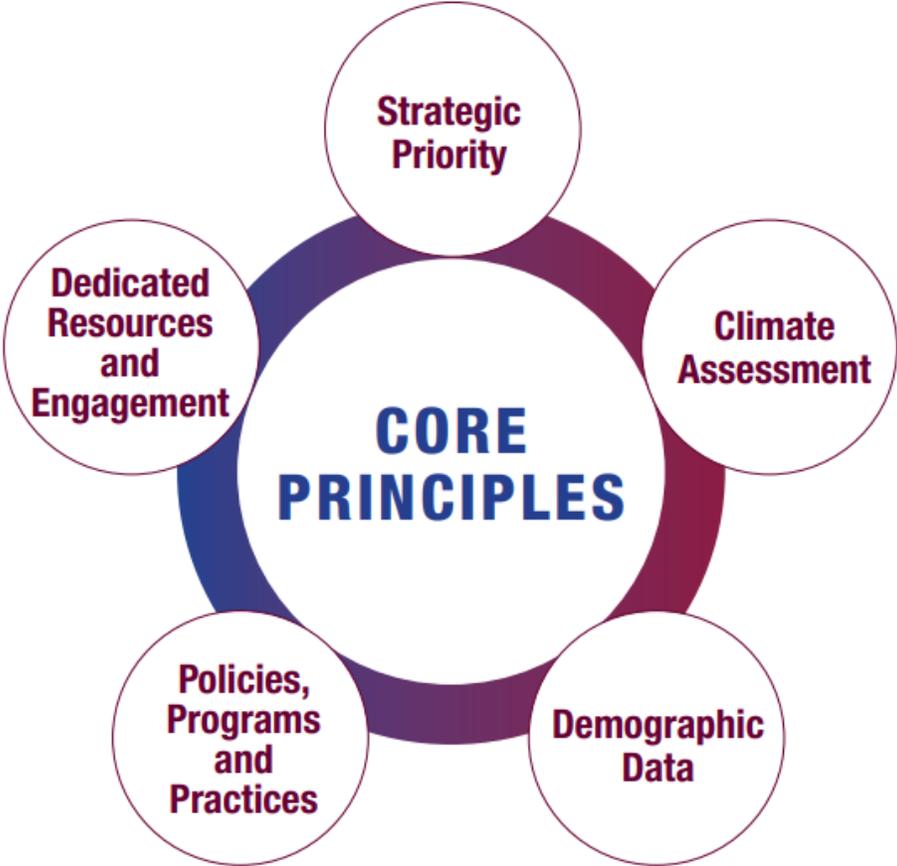
Commitment to Racial Equity

September 11, 2023



APTA Racial Equity Commitment Program

2022-2023



Climate Assessment

- 22% response rate - 93 women 94 men

Strongest by percentile:

- I am paid fairly for the work I do.
- I am clear on the performance standard on which I am evaluated.
- My pay and incentives are fair in comparison to the job market for people doing similar work.

Strongest item by numerical score:

- My supervisor tries to understand my point of view.

Lowest by percentile:

- At work I feel comfortable being myself.
- If I raised a concern about ethics and integrity, I am confident my employer would do what is right.

Lowest item by numerical score:

I always trust my agency to be fair to everyone.



Custom Questions

Questions	Respondents	Current Mean	Frequency Distribution 1% 2% 3% 4% 5%
I am clear on the performance standards on which I am evaluated.	185	3.86	1:6 2:6 3:20 4:30 5:37
The performance appraisal process at my agency is transparent and fair.	178	3.60	1:7 2:12 3:24 4:30 5:28
My pay and incentives are fair in comparison to the job market for people doing similar work.	184	3.41	1:11 2:14 3:23 4:26 5:26
At work, I feel comfortable being myself.	187	3.73	1:7 2:12 3:16 4:31 5:34
Everyone at this agency is treated fairly regardless of ethnic background, race, gender, age, disability, or other differences not related to job performance.	182	3.71	1:8 2:10 3:19 4:26 5:36
I always trust my agency to be fair to everyone.	185	3.34	1:12 2:14 3:26 4:24 5:24
I believe that there are enough growth opportunities for me at my agency.	185	3.54	1:9 2:12 3:22 4:29 5:28
I feel like a valued member of my team.	186	3.80	1:7 2:11 3:18 4:24 5:40
My supervisor tries to understand my point of view.	185	3.97	1:6 2:10 3:12 4:21 5:50
My supervisor creates an environment that is trusting and open.	186	3.87	1:9 2:8 3:15 4:22 5:46
My agency treasures diverse opinions and ideas.	183	3.62	1:8 2:11 3:21 4:31 5:30



*Sentiment Distribution is not available when n<50

*Not shown if n < 4 for Mean, Top Box, Verbatim Responses, and Sentiment, n < 10 for Frequency, or data is unavailable.

* - Scores are not available due to data suppression.

Respondents can select multiple responses for multi-select questions.

Percentile Rank in Gallup Overall Database

< 25th Percentile

25-49th Percentile

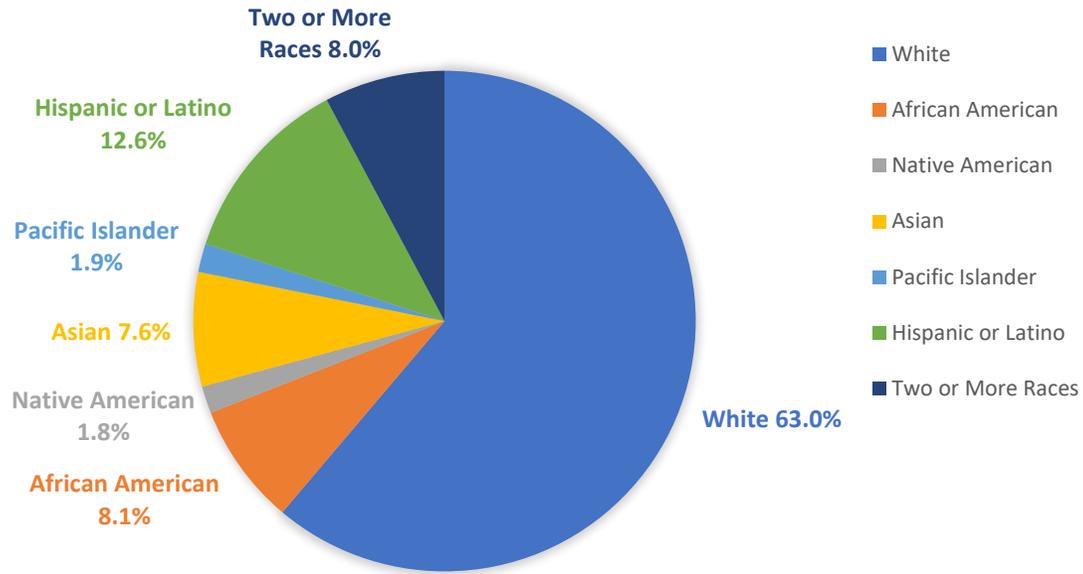
50-74th Percentile

75-89th Percentile

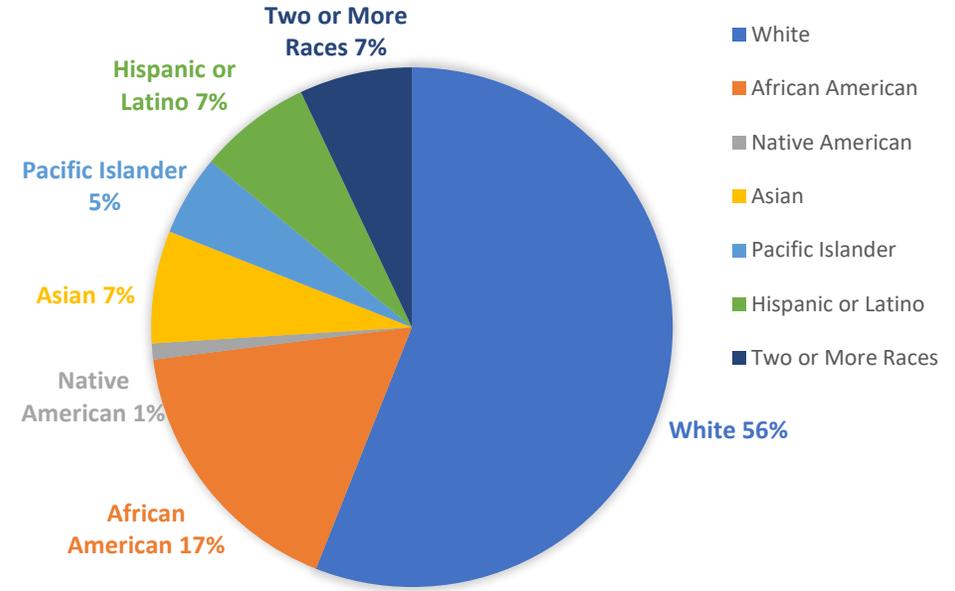
>= 90th Percentile

Demographic Data

US CENSUS, 2022, PIERCE COUNTY



PIERCE TRANSIT 2022



Dedicated Resources and Engagement

- Equity and Engagement
- Recruitment
- Workforce Development
- Requirement for DEI training and actions for leadership
- COMTO (Conference of Minority Transit Officials)
- GARE (Government Alliance on Race and Equity)

DEI Committee

- Courageous Conversations
 - 2023 Racial Equity Talk Series
- Book Clubs
- Employee Resource Groups-Women at PT
- 12 Inclusive Actions

APTA Racial Equity Commitment

Year One

- 80% of participating organizations used existing HR data
- Most participants focused on employees in year one (internal focus)
- 35% of participants had senior leaders championing tasks
- 35% of participants scheduled regular updates to track progress
- Capacity building, matched peer learning, expectations for senior leaders

DEI Policy and Board Resolution

- DEI Policy signed in August 2023
- Board Resolution for consideration



TITLE: A Resolution of the Board of Commissioners of Pierce Transit Affirming Pierce Transit’s Commitment to Address Inequities in the System

DIVISION: Administration

SUBMITTED BY: Amy Cleveland, Executive Director of Administration

RELATED ACTION: N/A

ATTACHMENTS: Proposed Resolution
Exhibit A, CEO Executed DEI Policy -
(Provided for Informational Purposes)

RELATION TO STRATEGIC PLAN: Employee

BUDGET INFORMATION: N/A

BACKGROUND:

Pierce Transit is committed to providing and maintaining a work environment that is free from discrimination, harassment, workplace bullying, and retaliation. The Agency demonstrates this commitment to diversity in the way it provides services and through its employment practices by ensuring all services, programs, and activities are sensitive to and responsive to cultural differences. Pierce Transit is also committed to workplace diversity through recruitment, hiring, promotions, and maintaining a respectful environment free from all forms of harassment, hostility, and violence.

The agency abides by guiding policies, requirements, and programs such as the Equal Employment Opportunity Program and Title VI in the delivery of service which provide for action planning, investigation, and service planning with a focus on equity. The Agency is also a signatory to the APTA Racial Equity Commitment Program and is currently concluding the first-year reporting requirements.

Pierce Transit focused on advancing racial equity internally by focusing on employees in the first-year efforts. A part of this focus includes the attached Diversity, Equity, and Inclusion Policy signed by CEO Mike Griffus. The proposed resolution demonstrates the Pierce Transit Board of Commissioners’ commitment to support and create a diverse and inclusive working environment and support racial equity as a key strategic priority for the agency.

The proposal before the Board today is to adopt Resolution xxx Adopting a Commitment to Racial Equity.

STAFF RECOMMENDATION:

Approve Resolution 2023-010, adopting of a Commitment to Racial Equity. The resolution supports Pierce Transit’s overall DEI goals and strategies as well as demonstrates Board support of the APTA Racial Equity Commitment Program.

Alternatives:

1. Do not approve Resolution No. 2023-010, Affirming Pierce Transit’s Commitment to Address Racial Equity.
2. Modify the CEO’s actions under Section 1 of the proposed resolution.

PROPOSED MOTION:

Move to: Approve Resolution No. 2023-010, affirming Pierce Transit’s commitment to address racial equity.

- d. Offer the necessary training, technical support, and resources to employees to develop practices, policies, and programs that support racial and mobility justice and equity.
- e. Measure, recognize, and annually report on the Agency’s progress on racial equity.

ADOPTED by the Board of Commissioners of Pierce Transit at their regular meeting thereof held on the 11th day of September 2023.

PIERCE TRANSIT

Kristina Walker, Chair
Board of Commissioners

ATTEST/AUTHENTICATED

Deanne Jacobson, CMC
Clerk of the Board

Diversity, Equity & Inclusion

Policy #: 2.15

Effective Date: August 25, 2023

Policy Owner: Administration Division

Policy Contact: Executive Director of Administration

Signature 

1. Purpose

Pierce Transit acknowledges the role transportation systems and infrastructure play in creating civil rights as well as social and economic inequities in the US and affirms our commitment to address inequities of our system.

In support of our mission to improve people's quality of life by providing safe, reliable, innovative, and useful transportation services, Pierce Transit is committed to fostering, cultivating, and preserving a culture of diversity, equity, and inclusion.

2. Scope

This policy applies to all Pierce Transit employees and contracted employees.

3. Policy Statement

It is the policy of Pierce Transit to reject racism, bias, and hatred toward people based on age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, and veteran status.

4. Applicability

Pierce Transit's diversity, equity, and inclusion (DEI) initiatives are applicable to, but not limited to, our practices and policies for employee engagement, personnel actions, recruitment and selection, compensation and benefits, professional development and training, social and recreational programs.

We are committed to a work environment built on the premises of DEI that encourage and enforce:

- Respectful communication and cooperation between all employees.
- Teamwork and employee participation with an emphasis on the representation of all groups and employee perspectives.
- Employer and employee contributions to the communities we serve to promote a greater understanding and respect for diversity and equity.
- An environment in which individual differences and the contributions of all team members are recognized and valued.
- A working environment that promotes dignity and respect for every employee and customer.
- An environment which does not tolerate any form of intimidation, bullying, or harassment.

- Open access to training and development opportunities for all staff, including regular offerings of DEI education and materials.
- Regular review of all our employment practices and procedures.
- Treating all customers with dignity and respect.

5. Expectations & Responsibilities

All employees are expected to treat others with dignity and respect. All employees are expected to exhibit conduct that reflects inclusion during work, while attending Agency functions on or off the work site, and at all other Agency-sponsored and participative events.

Employees who have experienced behaviors that may conflict with the Agency’s diversity, equity and inclusion policy and initiatives should report such behavior immediately to the appropriate manager, division executive, Human Resources, or the Executive Director of Administration. All complaints will be investigated promptly, impartially, and discreetly. Any employee who is found after appropriate investigation to have violated Agency policy against another employee, customer, or an applicant for employment, or to have retaliated against any of these for reporting an instance, will be subject to potential discipline up to and including termination.

6. Definitions

Diversity: Describes a group of individuals that reflect multiple dimensions of differences including race, ethnicity, gender, class, sexual orientation, age, physical abilities, religious beliefs, political beliefs, and cognitive styles.

Equality: Equal opportunity and the same levels of support for all segments of society.

Equity: Fairness in process, distribution of resources, opportunity, and provision of varying levels of support to achieve greater fairness of outcomes.

Inclusion: The recognition, appreciation, and use of the talents and skills of people of all backgrounds. Involvement and empowerment where everyone feels welcomed, respected, and valued, and has the opportunity to be heard.

Racial Equity: A process of eliminating racial disparities and improving outcomes for everyone. It is the intentional and continual practice of changing policies, practices, systems, and structures by prioritizing measurable change in the lives of people of color.

See Also

Procedure #, Policy	Effective Date
Anti- Harassment	July 2016
EEO Policy	October 8, 2021
EEO Complaint Procedure	December 1, 2022
Personnel Manual	May 2022

Pierce Transit «RUNNER»

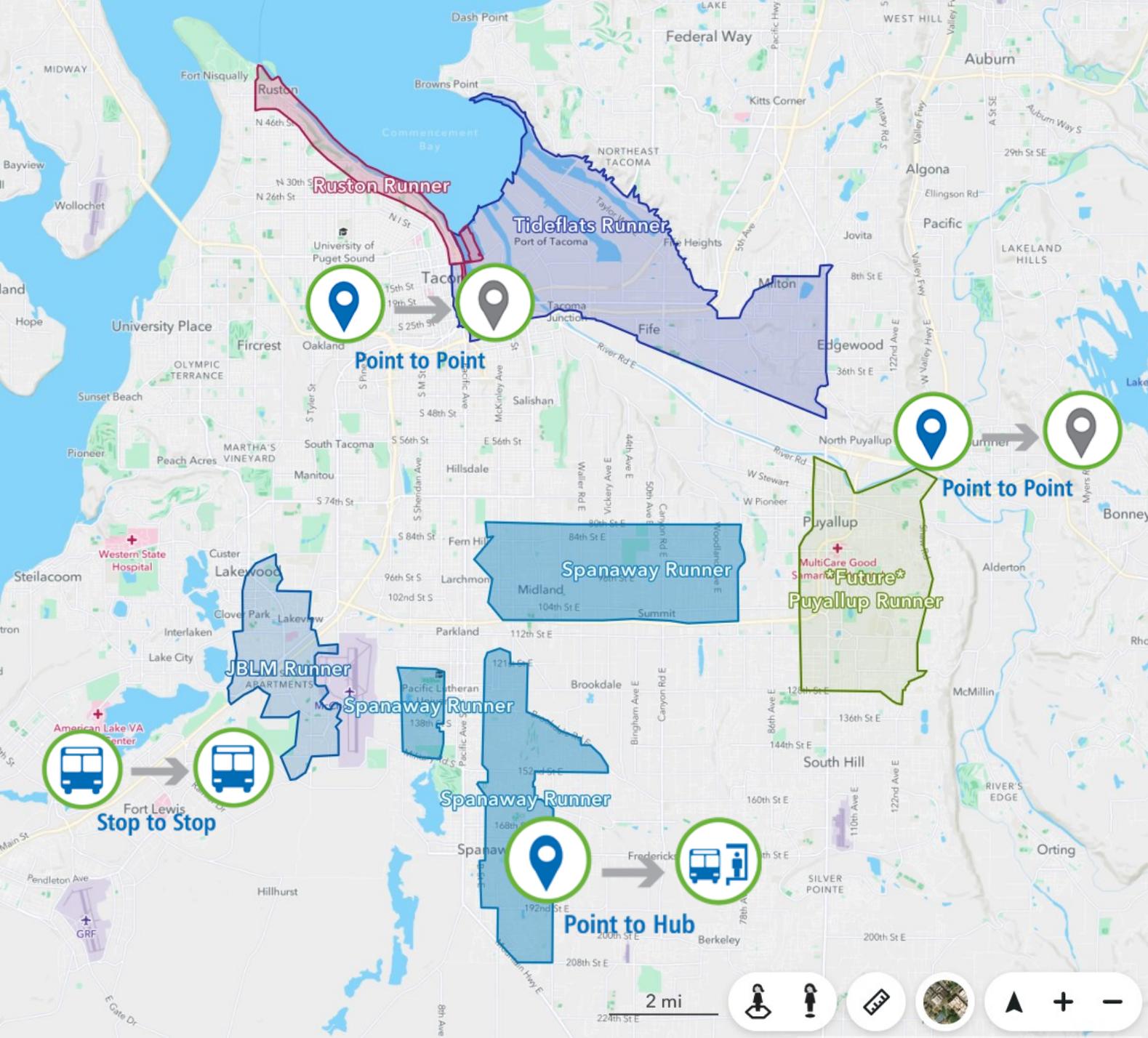


Runner On-Demand Transit Contract with Via Transportation Inc.
Pierce Transit Board – September 11, 2023

What is Runner?

- On-demand rides in service zone
- Available to everyone, ADA compliant
- Connections with major hubs and transit centers





Service Info

7 days/week 7a-10p*

<15 min wait time

Minivans, cutaway vehicles

Same fares and payment methods as bus (exc. cash)

App or call-in

Ride Pooling



Meeting a Transit Need

- Fill gaps in transit network
- First- and last-mile connections
- Off-peak service
- Support or replace underperforming fixed routes
- Cost-effective in serving spread-out areas with low bus demand
 - Runner cost per service hour = \$65
 - Bus cost per service hour = \$189

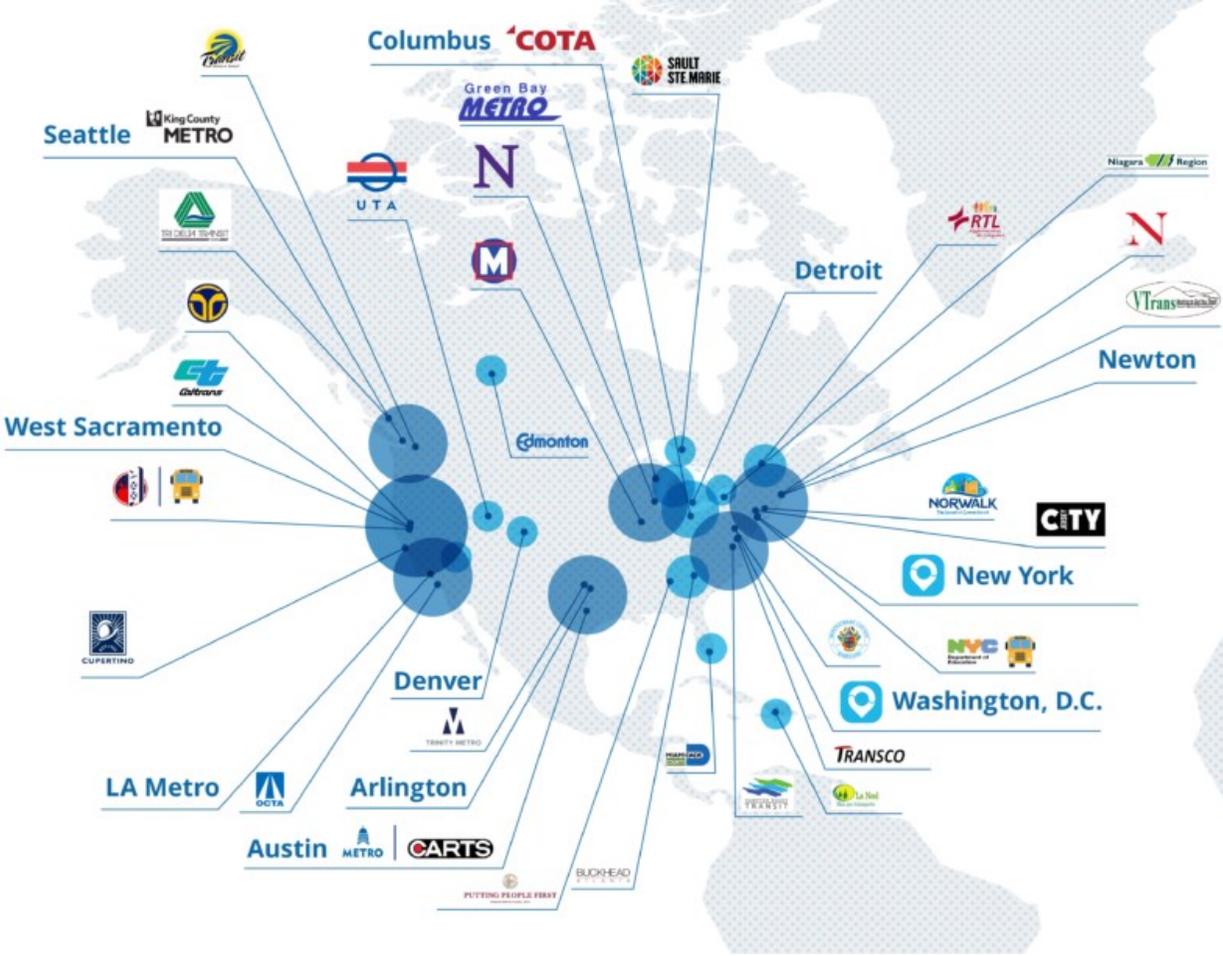
Competitive Procurement

- WSDOT grant received July 2023 for new Puyallup Runner service
- Procurement process ensures agency is receiving best services for competitive price
- Request for proposals issued on June 15, 2023
 - **Included potential consolidation of all Runners under single vendor**
- Proposals received on July 25, 2023

- Via Transportation, Inc. selected as best meeting Pierce Transit's needs at a competitive cost

Via Experience

- Over 100 deployments in US
- Includes King County Metro and Ben Franklin Transit
- International Portfolio



Contract Costs and Funding

- Total contract amount: \$3,900,000
- Funded by Pierce Transit, WSDOT, and FTA; possible future grants
- Current grant funding includes:
 - Tideflats grant remaining June 2025: \$174,895
 - Spanaway Grant remaining June 2025: \$478,000
 - Puyallup Grant Through June 2027: \$1,675,600

Via Implementation Timeline

- **September and October 2023:** Marketing and communications to riders and general public
- **November 2023:** Runner service transition/launch:
 - Ruston/Tideflats Runner
 - Spanaway Runner
 - Puyallup Runner

Staff Recommendation

- Approve Authority to Execute Contract No. 1750 with Via Transportation Inc., to Provide Runner On-Demand Microtransit Transportation Services for a total contract spending authority of \$3,900,000.

Alternatives

- Select alternative bidder
- Reject all bids



Questions?

Ryan Wheaton
Executive Director of Planning & Community Development

piercetransit.org/StayConnected

-
-
- | | |
|--|--|
| | <ul style="list-style-type: none">• Puyallup Runner: WSDOT Regional Mobility Grant of \$1,675,600 (requires 20% local match; July 2023 to June 2027).• Additional local funds to support Ruston Runner and overall projected expense. |
|--|--|
-
-

BACKGROUND:

Pierce Transit Runner provides ADA-compliant public transit to areas where fixed-route bus service is limited or infeasible, allowing customers access to public transit on-demand by calling in or using a smartphone application. The areas currently served are Ruston, Tideflats / Port of Tacoma, Spanaway-Parkland-Midland, and Joint Base Lewis-McChord. Runner trips are shared with other riders, resulting in reduced vehicle miles traveled and greenhouse gas emissions compared to travel by automobile. Runner also connects to existing bus stops and transit centers, expanding the reach of the existing bus network.

In July 2021, Pierce Transit received four years of operating funds for the Tideflats / Port of Tacoma Runner service through a WSDOT grant in the amount of \$1,420,000 (includes a 20% local funding match). On August 9, 2021, the Pierce Transit Board added the Tideflats service and funding to existing Ruston Runner Contract No. 44-19 with Medstar Cabulance, Inc. for a total contract amount of \$2,965,000. Note that the portion of the contract for Ruston Runner service is locally funded through the agency's annual budget.

Also in July 2021, the agency received four years of operating funds for the Spanaway Runner service through a WSDOT grant in the amount of \$1,183,080 (includes a 50% local match). On July 11, 2022, the Pierce Transit Board authorized funding through Contract No. 1357 for the Spanaway Runner Service with Medstar Cabulance, Inc. for a total contract amount of \$887,310.

In July 2023, the agency received another WSDOT grant in the amount of \$1,675,600 (includes a 20% local match) to provide four years of operating funds for a new Runner zone in the Puyallup area.

The new grant funding for Puyallup Runner provided the agency with an opportunity to begin a competitive procurement process and ensure it is receiving the best contracted microtransit services at a reasonable price. To that end, a Request for Proposals (RFP) was solicited on June 15, 2023, with bids due on July 25, 2023. A Pre-Proposal Meeting was conducted on June 28, 2023, with interested organizations. Three (3) responsive proposals were received and evaluated by the Evaluation Committee. It was determined that the services proposed by Via Transportation Inc. best meets Pierce Transit's specifications at a competitive cost.

Proposed Contract

Under the proposed contract, Via Transportation, Inc., will provide on-demand microtransit transportation services and ride booking software for Pierce Transit in the Puyallup, Spanaway, Tideflats, and Ruston areas, ending existing Contract Nos. 44-19 and 1357 with Medstar Cabulance, Inc. Further, the contract with Via may be amended in the future, such as to include additional microtransit services and zones or transition some Runner service to direct agency

operation using in-house drivers and vehicles. Runner service under Via Transportation, Inc., is expected to begin in the fall of 2023.

With such significant changes planned for Pierce Transit Runner service, a well-considered transition is highly necessary. Major marketing and communications efforts will be conducted to let customers know of the changes and prepare them for a new ride experience and an improved and unified software experience across Pierce Transit Runner service.

RECOMMENDATION:

Staff requests authority to enter into and execute a contract with Via Transportation, Inc., to provide on-demand microtransit services in Puyallup, Spanaway, Tideflats, and Ruston Areas.

ALTERNATIVES:

1. Reject all bids and discontinue runner service. This is not recommended as this service provides a viable option where fixed route service is limited.
2. Select an alternate bidder. This is not recommended as staff is recommending the firm that most closely meets the standards of Pierce Transit and ensures the best prices. Therefore, staff recommends the contract be awarded to Via Transportation, Inc.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to execute a contract with Via Transportation, Inc., (Contract No. 1750) to provide on-demand microtransit services in Puyallup, Spanaway, Tideflats, and Ruston areas for a total contract spending authority of \$3,900,000.

Pierce Transit
Disadvantaged Business Enterprise
(DBE) Program

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DISADVANTAGED BUSINESS ENTERPRISE POLICY STATEMENT

OBJECTIVES AND POLICY STATEMENT

Pierce County Public Transportation Benefit Area Corporation (hereinafter referred to as "Pierce Transit"), a municipal corporation, has established a Disadvantaged Business Enterprise (DBE) Program in accordance with U.S. Department of Transportation (DOT), 49 CFR Part 26. Pierce Transit receives Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, Pierce Transit has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy and objective of Pierce Transit to ensure that DBEs as defined in Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. The following are also our objectives and policies:

- To ensure non-discrimination in the award and administration of DOT-assisted contracts;
- To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
- To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
- To help remove barriers to the participation of DBEs in DOT-assisted contracts; and
- To support small businesses to ensure free and open access to Pierce Transit contracting opportunities

The Procurement Manager, Linda Shilley, serves as the Disadvantaged Business Enterprise Liaison Officer (DBELO). She will assure that the objectives of Pierce Transit's DBE Program are met; however, the Executive and Management Staff shall have the responsibility of assisting the DBELO in carrying out the Agency's DBE Program and Goals. Implementation of the DBE Program is accorded the same priority as compliance with all other legal obligations incurred by Pierce Transit in its financial assistance agreements with the Department of Transportation.

As CEO, I have disseminated this Policy Statement to the Pierce Transit Board of Commissioners and all of the Departments of our Organization. Upon significant changes to the DBE Program, Pierce Transit will notify the Federal Transit Administration's Regional Civil Rights Officer and publicize the revised DBE Program on Pierce Transit's website. The Policy Statement and DBE Program are available on Pierce Transit's website and are available to DBE and non-DBE firms on our bidder's list that perform work for Pierce Transit on DOT-assisted contracts. The DBE Program emphasizes Pierce Transit's commitment to providing maximum opportunity to all DBE businesses, including Small Business Enterprises (SBEs), in accordance with 49 CFR Part 26 as amended.



Michael Griffus
Chief Executive Officer

8/22/2023

Date

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM

SUBPART A - GENERAL REQUIREMENTS

Objectives

The objectives are found in the Policy Statement on the first page of this Program.

Applicability

Pierce Transit is the recipient of Federal transit funds authorized by Titles I, III, V, and VI of ISTEA, Pub. L. 102-240 or by Federal transit laws in Title 49, U.S. Code, or Titles I, II and V of the Teas-21, Pub. L. 105-178.

Definitions

Pierce Transit will adopt the definitions contained in 49 CFR Part 26.5 for this Program.

Non-discrimination Requirements

Pierce Transit will not exclude any person, business, firm or enterprise from participation in, or deny any person, business, firm or enterprise the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, or national origin.

In administering the DBE Program, Pierce Transit will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE Program with respect to individuals of a particular race, color, sex, or national origin.

Record Keeping Requirements

Pierce Transit will report DBE participation to the FTA on a semi-annual basis using the Uniform Report of DBE Commitments/Awards and Payments, found in Appendix B to the DBE regulation as required by 49 CFR Part 26.

Pierce Transit will maintain a bidders' list, consisting of information about DBE and non-DBE firms that bid on DOT-assisted contracts for calculating Overall Goals in accordance with 49 CFR Part 26.11(c). The bidders' list will include the firms' name, address, DBE/non-DBE status, age, and annual gross receipts.

The Washington State Office of Minority and Women Business Enterprises (OMWBE) is the Unified Certification Program (UCP) for Washington State. The OMWBE DBE directory is available online and will be utilized by Pierce Transit in the development of plan holders lists for IFBs, RFPs and Quotes. In addition, the OMWBE website will be utilized by Pierce Transit to attract potential DBE firms by advertising procurement opportunities on the OMWBE website and to identify DBE contractors and sub-contractors.

On DOT-assisted contracts, successful prime contractors will be required to provide to Pierce Transit, within forty-eight (48) hours after bid opening, the name and address of all sub-contractors that have submitted bids whether accepted by the prime contractor or not (Attachment B). Additional information to be submitted by the prime contractor, or to be obtained by Pierce Transit directly, will be the sub-contractors' status as S/DBE or non-S/DBE, age of firm and annual gross receipts.

Assurances

Pierce Transit has signed the following Assurance per 49 CFR Part 26.13(a), applicable to all DOT-assisted contracts and their administration:

Pierce Transit shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE Program or the requirements of 49 CFR Part 26. Pierce Transit shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in the award and administration of DOT-assisted contracts. Pierce Transit's DBE Program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this Program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to Pierce Transit of its failure to carry out its approved program, DOT may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 *et seq.*).

Contract Assurance

Pierce Transit will ensure that the following clause is placed in every DOT-assisted contract and subcontract per 49 CFR Part 26.13(b):

The contractor or sub-contractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as Pierce Transit deems appropriate.

SUBPART B - ADMINISTRATIVE REQUIREMENTS

DBE Program Updates

Pierce Transit will continue to carry out this Program until all funds from DOT financial assistance have been expended. Pierce Transit will provide to DOT updates representing significant changes to the Program.

DBE Liaison Officer (DBELO)

The Procurement Manager, Linda Shilley, (Pierce Transit, 3701 96th St. SW, Lakewood WA 98499-0070, 253-581-8059, lshilley@piercetransit.org), will serve as the DBELO and is responsible for implementing all aspects of the DBE Program and ensuring that Pierce Transit complies with all provisions of 49 CFR Part 26. The DBELO has direct, independent access to the CEO concerning DBE Program matters. An organization chart displaying the DBELO's position in the organization is found in Attachment A.

The DBELO will be responsible for developing, implementing and monitoring the DBE Program. The duties and responsibilities of the DBELO include the following:

- Gathers and reports statistical data and other information as required by the DOT
- Reviews third party contracts and purchases for compliance with this Program
- Prepares Uniform Report of DBE Commitments/Awards and Payments as required by the DOT
- Sets Overall Goals every three (3) year term as required by the DOT and evaluates appropriateness of future Goals on an annual basis
- Analyzes progress towards goal attainment and identifies opportunities for improved participation
- Ensures Pierce Transit's bids and proposals are advertised and available to DBEs in a timely manner
- Identifies contract and procurement opportunities to increase DBE participation

- Participates in pre-bid meetings when applicable
- Advises the CEO and the Board of Commissioners on DBE matters and achievements
- Considers and reviews appropriate and reasonable insurance and bonding requirements and monitors enforcement of prompt payment procedures
- When applicable, assists DBEs in understanding specifications and bid documents
- Maintains the ability to access up-to-date DBE directory listings from OMWBE
- Provides outreach to DBEs and attends community events that support S/DBE businesses
- Communicates commitment to the DBE Program within the Agency
- Participates in DBE training opportunities
- Maintains Pierce Transit's bidders list in accordance with 49 CFR Part 26.11(c).

DBE Financial Institutions

It is the policy of Pierce Transit to investigate the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in the community, to make reasonable efforts to use these institutions, and to encourage prime contractors on DOT-assisted contract to make use of these institutions. Pierce Transit has identified some financial programs that may be available and of benefit to S/DBE firms in our area. This information is included in the Small Business Participation section of this Program as well as posted on Pierce Transit's website. Pierce Transit researches availability of DBE financial institutions every three (3) years in conjunction with the Overall Goal setting process.

Prompt Payment Mechanisms

Pierce Transit's payment policy is net thirty (30) days from date of receipt of a correct invoice after work has been accepted. Progress payments are allowed under certain contracts and are handled on the same basis. In some circumstances, Pierce Transit may agree to shorter payment terms to reduce the cash flow burden on small businesses. Pierce Transit's policy is to use payment and performance bonds in lieu of retainage held for all contracts funded in whole or in part with federal funds to not negatively affect small and disadvantaged businesses. Pierce Transit will include in its contracts a prompt payment clause per 49 CFR Part 26.29 as follows:

The prime contractor agrees to pay each sub-contractor under this prime contract for satisfactory performance of its contract no later than thirty (30) days from the receipt of each payment the prime contractor receives from Pierce Transit. The prime contractor agrees to not withhold retainage from sub-contractor's payments. Any delay or postponement of payment from the above time frames may occur only for good cause following written approval of Pierce Transit. This clause applies to both DBE and non-DBE subcontractors.

Pierce Transit will require contractors to submit regular reports of the actual payments made to DBE firms for work that was committed to them at the time of contract award. Pierce Transit will review the reports submitted by the prime contractor and seek confirmation, as needed, that payment was made to the DBE firm.

If a prime contractor is found to be out of compliance with its DBE commitment, it shall be so notified by Pierce Transit and directed to cure the problem within an appropriate time. Failure by the prime contractor to comply may result in monetary penalties and partial or total termination for default with re-solicitation costs to be borne by the prime contractor or its bond. In addition, Pierce Transit may consider a contractor's non-compliance when evaluating contractor responsibility in future bids or proposals.

DBE Directory

Pierce Transit relies on the Washington State Office of Minority and Women Business Enterprises (OMWBE) to perform DBE certification and can view real-time data as well as download a static version of the DBE directory. This directory is utilized in the development of bidders' lists for IFBs, RFPs and other methods of procurement. In addition, the directory is used to assist potential prime contractors in the identification of available DBE sub-contractors. Interested persons may obtain access to the OMWBE directory by contacting the following or visiting the websites listed below:

Pierce Transit
Purchasing Department
3701 96th St. SW
Lakewood, WA 98499-4431
Tel: (253) 581-8086
www.piercetransit.org/Purchasing

OMWBE
1110 Capitol Way South, Suite 150
Olympia, WA 98501
Tel: (360) 664-9750
www.omwbe.wa.gov

Overconcentration

Over-concentration has not been identified in the types of work that DBEs perform for Pierce Transit. If Pierce Transit should determine there is an over-concentration of DBEs in certain business areas to the extent that small non-DBE businesses can no longer effectively participate in Pierce Transit's contracting opportunities, the Agency will contact the FTA Regional Civil Rights Officer for approval of the over-concentration determination and to request assistance in devising measures to address the over- concentration.

Business Development and Mentor-Protégé Programs

Pierce Transit does not have a Business Development and Mentor-Protégé Program at this time; however, will reevaluate the need for such a program in conjunction with every three (3) year DBE goal setting term.

Monitoring and Enforcement Mechanisms

A Pierce Transit Project Manager or representative will monitor the work performed by a DBE to verify the work committed to a DBE firm is performed by the DBE named in the Contract. (Attachment D). A clause will be included in all contracts that the prime contractor cannot substitute subcontractors without Pierce Transit approval. In addition, if a DBE subcontractor is unable to perform the work contracted for, the prime contractor must either replace the subcontractor with another DBE, or show Pierce Transit that good faith efforts to do so have been made. As provided for in 49 CFR Part 26, Pierce Transit will provide a written certification for the project file confirming that contracting records and monitored work sites have been reviewed. The file will note the findings from this effort and any action taken if required.

Pierce Transit will require contractors to submit regular reports of the actual payments made to DBE firms for work committed to them at the time of contract award. The Verification of Prompt Payment form is used for on-site verification of prompt payment (Attachment E). Pierce Transit will review the reports submitted by the prime contractor and seek confirmation, as needed, that payment was made to the DBE firm.

If a prime contractor is found out of compliance with its DBE commitment, contractor shall be so notified by Pierce Transit and directed to cure the problem within an appropriate time. Failure by the prime contractor to comply may result in monetary penalties and partial or total termination for default with re-solicitation costs to be borne by the prime contractor or its bond. In addition, Pierce Transit may consider a contractor's non-compliance with its stated good faith efforts when evaluating contractor responsibility in future bids or proposals.

Pierce Transit will keep a running tally of actual payments to DBE firms for work committed to them at the time of contract award.

Pierce Transit will bring to the attention of the Washington State OMWBE and the DOT any false, fraudulent, or dishonest conduct regarding the program, so that DOT can take the steps (e.g. referral to the Department of Justice for criminal prosecution, referral to the DOT Inspector General, action under suspension and debarment or Program Fraud and Civil Penalties rules) provided for in 49 CFR Part 26.

Small Business Participation

Pierce Transit has incorporated a non-discriminatory small business element to its DBE Program per 49 CFR Part 26.39, to facilitate participation with not only DBEs, but also non-DBE small businesses (SBEs). Pierce Transit is committed to providing equal and open access for small businesses and ensuring that all small businesses designations receive adequate opportunities to participate in contracting and procurement activities.

Small Business Element

Pierce Transit will utilize the OMWBE website to identify SBEs when soliciting quotes for small projects. End-users and Project Managers performing their own quotes are also encouraged to utilize the OMWBE website to foster small business participation from certified S/DBE firms. When a DBE or an SBE is awarded a Contract, end-users obtaining their own quotes will provide the documentation of S/DBE firms invited to participate in the quote and all back-up documentation to the Procurement Manger or designee for calculating Overall Goals in accordance with 49 CFR Part 26.11(c).

Per 49 CFR Part 26.39, Pierce Transit will carefully review future contracting opportunities and take reasonable steps to eliminate barriers faced by small businesses including unnecessary contract requirements that may preclude small business participation. For multi-year design-build contracts or other large contracts, Pierce Transit may require the Project Manager or prime contractors to specify elements of the contract or specific subcontracts that are of a reasonable size that S/DBEs may perform.

Outreach

The Pierce Transit website includes links to the following Small Business Support Programs:

- Business Impact NW empowers a talented and diverse community of entrepreneurs; supporting the continuing growth of local small businesses through micro-enterprise. www.businessimpactnw.org
- The Washington State OMWBE general website www.omwbe.wa.gov and the Linked Deposit Program for providing the borrowers (the businesses) a loan interest-rate reduction of up to two percent (2%). <http://omwbe.wa.gov/linked-deposit-program/>
- The King County Small Contractors and Suppliers (SCS) Program assists small business with SBE certification, training and development. <http://www.kingcounty.gov/exec/BusinessDev/disadvantaged.aspx>
- WSDOT has a Small Business Services Program webpage with information on training and support. <http://www.wsdot.wa.gov/Business/opportunities/BusinessServices.htm>
- The USDOT Small Business webpage provides additional information on programs available small to businesses. <https://www.transportation.gov/osdbu>
- The Procurement Technical Assistance Center's (PTAC) mission is to maximize the number of capable U.S. companies participating in the government marketplace. Washington PTAC guides companies through the process of applying for and fulfilling government contracts. <http://washingtonptac.org/>

Pierce Transit will include on its website a link to BXWA's website where firms can view open procurements and contract award information. Also listed on our website is the current DBE Program and other information to foster small business participation.

Pierce Transit will continue to participate in the Greater Pierce County Purchasing Forum and similar forums offered by King County, WSDOT, Alliance NW and other programs and events that promote reaching out to S/DBEs.

Small Business Certification

The SBE Certification Program is administered by OMWBE in a manner similar to the administration of the DBE Certification Program. The certification criteria (49 CFR Part 26) will remain similar to that of the DBE Program, without the consideration of gender and/or ethnicity. Eligibility requirements to become certified can be found on the OMWBE website: <https://omwbe.wa.gov/>

Regardless of gender and ethnicity of the firm's owner, the company and OMWBE will follow the certification procedures and application process outlined in 49 CFR Part 26. However, the certification determination will not be appealable to the DOT. After initial appeal to OMWBE, all certification determinations will be binding.

SUBPART C - GOALS, GOOD FAITH EFFORTS, AND COUNTING

Set-asides or Quotas

Pierce Transit does not use set-asides or quotas in the administration of this DBE Program due to the race and gender neutrality of the Program.

Overall Goals

In accordance with 49 CFR Part 26.45, Pierce Transit will develop and submit overall triennial DBE participation Goals by August 1 of the year specified by the FTA. The DBE Goal will be established based on the demonstrable evidence of DBE firms ready, able, and willing to participate in contracting opportunities in DOT-assisted projects. Pierce Transit intends to meet its Overall Goals through race-neutral means in the following manner:

Bidders competing for Pierce Transit contracts are primarily from within Pierce, King, Mason and Thurston Counties. Therefore, Goals are established by comparing overall business availability for stated Counties utilizing the U.S. Census Bureau database with County DBEs certified through OMWBE. DBE firms are identified according to North American Industry Classification System (NAICS) code from the list of certified DBE firms issued by the Washington State OMWBE.

Step One: The base figure is determined by the total number of stated County businesses available under the identified NAICS codes for the types of contract awards anticipated. That figure is divided by the total number of ready, willing and able DBE firms in the two counties weighted by the dollars expected to be expended in each project resulting in the DBE availability, and base figure.

Step Two: Pierce Transit's past participation and experience is examined in Step Two. The historical median from the current and a minimum of two previous years is determined. Historical data regarding successful/unsuccessful DBE and non-DBE contractors is analyzed. The results are compared with Step One results. If substantially different, the methods and statistics are reviewed, and results adjusted as appropriate.

Pierce Transit considers the research and analysis of local Disparity Studies and recognizes there are quantifiable barriers for minority businesses in the local transportation industry and will seek DOT guidance on adopting a race-conscious program if established DBE Goals are not attainable by race neutral measures.

Outreach Process

Pierce Transit will consult with and seek comment from members of the contracting community, prime contractors, subcontractors and agencies that support small business communities and small business development centers to obtain information regarding DBE and non-DBE availability and general feedback for the types of work Pierce Transit plans to procure during the triennial period.

Not later than July 1 of each goal-setting year, Pierce Transit will post its proposed Overall Goal on its web site informing the public of the proposed Goal and its rationale. The Goal will be available for public comment for thirty (30) days. The website will address how comments may be submitted. Comments received will be considered and the Program will be adjusted if appropriate. The Goal Methodology will include a summary of information and comments received during the consultative and public participation processes and Pierce Transit's response to such input. Unless other instructions are received from the FTA, the Overall Goals will be used beginning October 1 of the triennial period.

Goal Setting and Accountability

If the awards and commitments shown on Pierce Transit's Uniform Report of Awards or Commitments and Payments at the end of any fiscal year are less than the Overall Goal applicable to that fiscal year:

Pierce Transit will analyze in detail the reason for the difference between the Overall Goal and the actual awards/commitments. Pierce Transit will establish specific steps to correct the obstacles identified in the analysis, establish a corrective action plan, conduct a short-fall analysis and maintain information and records regarding the analysis and efforts made. If Pierce Transit is a top 50 transit authority as determined annually by the FTA, the short-fall analysis is required to be submitted to the FTA Regional Civil Rights Officer.

Transit Vehicle Manufacturers (TVM)

Pierce Transit will require each transit vehicle manufacturer, as a condition of being authorized to bid or propose on DOT-assisted transit vehicle procurements, to certify that it has complied with the requirements of 49 CFR Part 26.

Meeting Overall Goals

Pierce Transit will use the following race-neutral methods to meet its overall goal and facilitate DBE participation:

- Use the OMWBE website to determine S/DBE firms and invite firms to participate in formal and informal procurements
- Encourage prime contractors to subcontract portions of work to DBEs
- Consider (subject to state law and Pierce Transit needs) alternatives to stated specifications, such as bonding, insurance limits, and financing, which may limit DBE participation
- Provide technical assistance as needed
- Provide information regarding Washington State OMWBE
- Upon request, provide prime contractor with potential DBE subcontractors

- Provide information about Pierce Transit's contracting opportunities and procedures to DBEs and post on Pierce Transit's website open solicitations and contract award information on BXWA website accessible through www.bxwa.com
- Participate in regional governmental procurement outreach events that support all small business designations
- Use contract language which supports S/DBE participation
- Assist firms to contact local agencies who provide services to help S/DBEs

Good Faith Efforts Procedures

Good Faith Effort procedures regarding contract goal-setting do not apply because Pierce Transit's DBE Program is race-neutral; however, Pierce Transit has adopted the following good faith efforts when obtaining information from bidders/proposers:

- Name, address and OMWBE Certification Number of DBE firm(s) that will participate in the contract
- A description of the work the DBE firm(s) is expected to perform
- The value of the subcontract

Bidders/proposers shall be required to submit the following information within 48 hours after the bid opening:

- The percentage and value of the subcontract to be performed by the DBE
- Written and signed confirmation from the DBE that is participating in the contract as provided in the prime contractor's commitment
- Prime contractor's completion of the Bidder Disclosure Form. Staff will ensure that all information is complete and accurate and adequately documented prior to contract award

Good Faith Efforts when a DBE is Terminated/Replaced on a Contract

Additionally, Pierce Transit requires prior written consent when terminating a DBE subcontractor listed in a bid/contract even though no contract goals have been established. Pierce Transit must determine "good cause" for termination of the DBE firm, as established by Section 26.53(f)(3) of the DBE regulation.

Before transmitting to Pierce Transit its request to terminate, the prime contractor must give notice in writing to the DBE of its intent to do so. A copy of this notice must be provided to Pierce Transit prior to consideration of the request to terminate. The DBE will then have five (5) days to respond and advise Pierce Transit of why it objects to the proposed termination.

In those instances where "good cause" exists to terminate, Pierce Transit will require the prime contractor to make good faith efforts to replace a DBE with another certified DBE. Pierce Transit will require the prime contractor to notify the Procurement Manager or designee immediately of the DBEs inability or unwillingness to perform and provide reasonable documentation of the circumstance.

Pierce Transit will require the prime contractor to obtain prior approval of the substitute DBE and provide copies of new or amended subcontracts, and documentation of good faith efforts.

If the contractor fails or refuses to comply in the time specified, the contracting officer will issue an order stopping all or part of payment/work until satisfactory action has been taken. If the contractor still fails to comply, the contracting officer may issue a termination for default proceeding.

Counting DBE Participation

When a DBE is participating in a DOT-assisted contract, only the work performed by the DBE will be counted toward Pierce Transit's Goals. Pierce Transit will count DBE participation toward Overall Goals as provided in 49 CFR Part 26.55.

SUBPARTS D & E - CERTIFICATION

Unified Certification Programs

Pierce Transit is a member of the Unified Certification Program (UCP) administered by the Washington State Office of Minority and Women's Business Enterprises (OMWBE). The OMWBE is the sole certifying entity in the State of Washington, consistent with 49 CFR Section 26.81. The UCP will meet all the requirements of this section. OMWBE manages the certification process and maintains the DBE directory. Information about certification as well as the updated directory can be found on <http://www.omwbe.gov>. Pierce Transit will use and count for DBE participation only for those DBE firms certified by OMWBE.

Procedures for Certification Decisions

Any firm or complainant may appeal a State of Washington decision in a certification matter to DOT. Such appeals may be sent to:

U.S. Department of Transportation
Office of Civil Rights Certification Appeals Branch
1200 New Jersey Ave. SE
Washington, D.C. 20590

Pierce Transit will promptly implement any DOT certification appeal decisions affecting the eligibility of DBEs for our DOT-assisted contracting.

Decertification

In addition to the performance of the certification function in the State of Washington, OMWBE is responsible for decertification for DBEs that no longer qualify for the Program under 49 CFR Part 26. Pierce Transit will cooperate with OMWBE as needed to assist in the decertification process. Once decertified, a DBE contractor will no longer be counted towards the Agency's Overall Goal.

SUBPART F - COMPLIANCE AND ENFORCEMENT

Information, Confidentiality, Cooperation

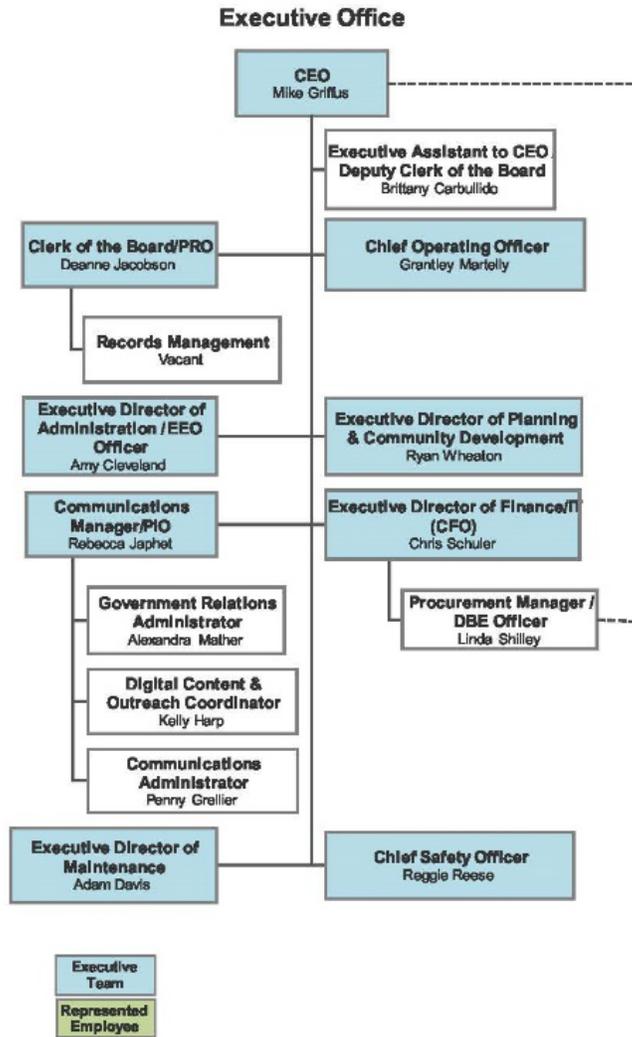
Records provided to Pierce Transit may be public records subject to disclosure under the Washington State Public Records Act and/or other laws requiring disclosure or discovery of records. Pierce Transit, in its sole discretion, may withhold or redact all or portions of records that are subject to exemption, consistent with Federal, state and local laws. In the event Pierce Transit receives a request for disclosure of records that are marked by contractor as "confidential" or "proprietary", Pierce Transit will provide at least ten (10) business days' written notice prior to release of responsive records.

Monitoring Payments to DBEs

Pierce Transit will require prime contractors to maintain records and documents of payments to DBEs for (3) three years following the performance of the contract. These records will be made available for inspection upon request by any authorized representative of Pierce Transit or DOT. This reporting requirement also extends to any certified DBE subcontractor.

Pierce Transit will perform interim audits of contractor payments to DBE subcontractors. The audit will review payments to DBE subcontractors to ensure that the actual amount paid to the DBE subcontractor equals or exceeds the dollar amounts stated in the Disadvantaged Business Participation Form and contract.

Attachment A



As of 06/20/2023

**ATTACHMENT B
DISADVANTAGED BUSINESS PARTICIPATION**

The Contractor, sub-recipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or such other remedy as Pierce Transit deems appropriate.

Pierce Transit's Disadvantaged Business Enterprise (DBE) participation is to be achieved through race-neutral means. Contractors who have difficulty identifying disadvantaged or small business subcontractors for this project, or have questions in regard to Pierce Transit's DBE Program should contact Linda Shilley, Procurement Manager, via email at lshilley@piercetransit.org.

To be eligible for award of this Contract, the Bidder must submit with the bid the Disadvantaged Business Utilization Table below listing the DBEs to be contracted with, including all information required. DBEs listed must be certified by the Washington State Office of Minority and Women Business Enterprises (OMWBE) at the date and time bids/proposals are due.

The successful Contractor shall enter into a contract with the firms identified on these tables as successful subcontractors. Failure to complete this section of the bid proposal or the inclusion of false information shall be considered as evidence that the proposal is nonresponsive and shall not receive further consideration.

DISADVANTAGED BUSINESS UTILIZATION TABLE

Name Of Subcontractor	Address	Telephone	Description of Work To Be Performed	Will Contract Be Awarded: (Yes/No)	\$ Value Of Subcontract	Percent of
						Subcontract Work Actually Performed by DBE Subcontractor
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
TOTAL DISADVANTAGED BUSINESS UTILIZATION					\$	%

NOTE: Written confirmation from each DBE firm that is participating in the Contract as shown above must be received by Pierce Transit within forty eight (48) hours after the bid due date and time.

Note: In the category of supplies, please inform Pierce Transit if the business is the dealer, broker, re-packer, or manufacturer. Pierce Transit will verify eligibility of disadvantaged business subcontractors.

Attachment C:

The following checklist and Bidder Disclosure below must be completed by the Contractor. It will be used to assist Pierce Transit in determining if efforts have been made by the contractor to award subcontracts under this project to Small Business Enterprises (SBEs).

	YES	NO
1. Did Contractor notify Small Businesses in writing that bids were being solicited?	_____	_____
2. Did Contractor follow up initial contact to determine if Small Businesses were interested?	_____	_____
3. Did Contractor allow sufficient time for Small Businesses to respond?	_____	_____
4. Were portions of work to be subcontracted of a type and size to facilitate Small Businesses' participation?	_____	_____
5. Did Contractor provide to the Small Businesses sufficient information about the plans, specifications, and requirements of the Contract?	_____	_____
6. Did Contractor reject interested Small Businesses as unqualified without sound reason based on investigation of their capabilities?	_____	_____

Additional Required Bidder Disclosure (per 49 CFR Part 26.11):

Is this company a certified Disadvantaged Business Enterprise (DBE) or a certified Small Business Enterprise (SBE)? No ___ Yes ___ DBE ___ SBE ___

Certification No. _____

How many years has this company been in business? _____ years.

What are the annual gross receipts for this company? (Please circle one item)

- | | |
|---------------------------|----------------------------|
| Less than \$500,000 | \$500,000-\$1,000,000 |
| \$1,000,000-\$2,000,000 | \$2,000,000 to \$5,000,000 |
| \$5,000,000-\$10,000,000 | \$10,000,000-\$23,000,000 |
| \$23,000,000-\$50,000,000 | Greater than \$50,000,000 |

Attachment D:

Disadvantaged Business Enterprise (DBE) On-site Review Form

Attachment E:

PROJECT INFORMATION		
Name of DBE being reviewed:		
Project Title:		
Today's Date:	Award Date:	Est. % Complete:
Description of project and work being performed by DBE:		
CONTRACTOR INFORMATION		
Prime Contractor Name:	Is the Prime a DBE?	
Sub-Contractor Name:	Is the Sub a DBE?	
ON-SITE PERSONNEL OBSERVED		
Name of Employee Interviewed:	Length of Employment:	
Name of Employee Interviewed:	Length of Employment:	
Name of Employee Interviewed:	Length of Employment:	
What is the name of the Supervisor that the employees report to?		
Are the employee's exclusively employed by the DBE?		
DBE INTERVIEWEE QUESTIONS		
Do DBE employees appear to have knowledge of and skills of the work they are performing?		
Does the work the DBE is performing appear to be what they are Contracted to do?		
Does the DBE Sub effectively manage their work without interference from Prime?		
Has the DBE Owner been present?		
Are any of the DBE employees working for any other Contractor on this same project?		
With what you've observed, does it appear that the DBE is in compliance and performs a CUF?		
EQUIPMENT OR MATERIALS USED		
What equipment, if any, did you witness the DBE using?		
Does the equipment appear to be owned solely by the DBE?		
If the equipment is leased, is there a formal agreement identifying the terms and parties?		
AGENCY CERTIFICATION		
I certify that the on-site performance of the Disadvantage Business Enterprise has been MONITORED.		
Project Manager or Agency Representative:	Date:	
Printed Name:	Received by & Date:	

Verification of Prompt Payment to Sub-Contractors

After the work has been accepted, Pierce Transit is to pay invoices within 30 days of receipt of a correct invoice. The Contractor agrees to pay each Sub-Contractor under this prime contract for satisfactory performance of work no later than thirty days from the receipt of each payment the Prime Contractor receives from Pierce Transit.

The Prime Contractor agrees to not withhold retainage from Sub-Contractors payments. Any delay or postponement of payment from the above time frames may occur only for good cause following written approval of Pierce Transit. This clause applies to both DBE and non-DBE Sub-Contractors.

In lieu of retainage being withheld, Pierce Transit's DBE policy states that the Agency will rely on the Payment and Performance Bonds in lieu of retainage held for all contracts so as to not negatively affect Small and Disadvantaged Businesses.

Project:

Project Manager:

Prime Contractor:

Sub-Contractor(s):

Verification Done By:

Company	Contact	Phone Number	Certified DBE? <i>Yes or No</i>	Date of Verification of Prompt Payment *

**Documentation of cancelled checks must be attached.*

