

PIERCE TRANSIT BOARD MEETING

Training Center, Rainier Room

June 9, 2014

A Special Meeting will be Held Prior to this Meeting at 3:00 PM.

AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

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

PUBLIC HEARING

(Citizens wishing to provide comment will be given three minutes to comment on the public hearing topic(s).)

- Overview of Proposed Fare Revisions and Title VI Fare Equity Analysis
- Public Hearing on Proposed Fare Revisions

Jay Peterson
Transit Development Manager
&
Janine Robinson
Senior Planner

PRESENTATIONS

- Operator of the Month ~ Simone Tate, March; and Joe Rochon, April
- Financial Update

Hazel Whitish
Transit Operator Assistant Manager

Wayne Fanshier
Chief Financial Officer

CONSENT AGENDA

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

1. Approval of Vouchers
2. Minutes: Regular Board Meeting of May 12, 2014
3. FS 14-039, Appointment of Tyree Smith to the Community Transportation Advisory Group

ACTION AGENDA

1. FS 14-035, Authority for Pierce Transit to Apply for Review of Membership with the Public Employees Benefits Board for Participation in Washington State Insurance Plans

Alberto Lara
Chief Administration Officer

2. FS 14-036, Declaration of Surplus of Real Property Located at 9101 Sky Island Drive East, Bonney Lake, WA, and Authorization for Sale Thereof

Jay Peterson
Transit Development Officer

3. FS 14-037, Authority for Washington State Department of Enterprise Services to Amend Contract with S.M. Stemper Architects for Additional Construction Management and Administration Support for the Building 4 Modification Project

Jay Peterson
Transit Development Officer

4. FS 14-038, Authority for Washington State Department of Enterprise Services (DES) to Enter Into and Execute a Contract with Lincoln Construction, Inc., for the Remodel of Existing Operator and Dispatch Spaces and Reconfiguration of Offices for the Building 4 Modification Program

Jay Peterson
Transit Development Officer

INFORMATIONAL BOARD ITEM

- Chair Report ~ None
- Sound Transit Update

Chair Talbert

Commissioners
Strickland/McCarthy

STAFF UPDATES/DISCUSSIONS

Dome District Transit Oriented Development Opportunity

Janine Robinson
Senior Planner

EXECUTIVE SESSION

Pursuant to RCW 42.30.110 (10)(c), Real estate; and pursuant to RCW 42.30.110 (1)(i), potential litigation.

ADJOURNMENT

**PIERCE TRANSIT
NOTICE OF PUBLIC HEARING
FOR PROPOSED FARE REVISIONS**

Notice is hereby given that a public hearing will be held by Pierce Transit as part of the Board of Commissioners meeting on Monday, June 9, 2014. The meeting begins at 4:00 PM and is held in the Pierce Transit Board Room, 3720 - 96th Street S.W., Lakewood, Washington. The purpose of the hearing is to allow public comment on proposed fare revisions.

The purpose of the proposed revisions is to increase farebox recovery and minimize fare evasion. The proposed revisions, if adopted, would be implemented November 1, 2014. The proposed revisions include:

-Elimination of paper transfers

-Introduction of a new All Day Pass

-Adult All Day Pass = \$5.00

-Senior/Youth/Disabled All Day Pass = \$2.50

(Seniors and persons with disabilities must show a valid Regional Reduced Fare Permit when boarding)

If approved, the new All Day Pass will replace the current All Day Pass currently available only on weekends and holidays on which a weekend schedule is operated. All Day Passes will be available for purchase on-board Pierce Transit fixed route buses seven days a week and are valid as payment on local Pierce Transit service (no value on other regional service providers). Certified human service agencies will be able to purchase All Day Passes as well as individual ride tickets. All Day Passes will also be available to ORCA card users and may be loaded online, by phone, at an ORCA customer service office, at a participating retailer, or at a self-serve ticket vending machine. All other fares remain the same.

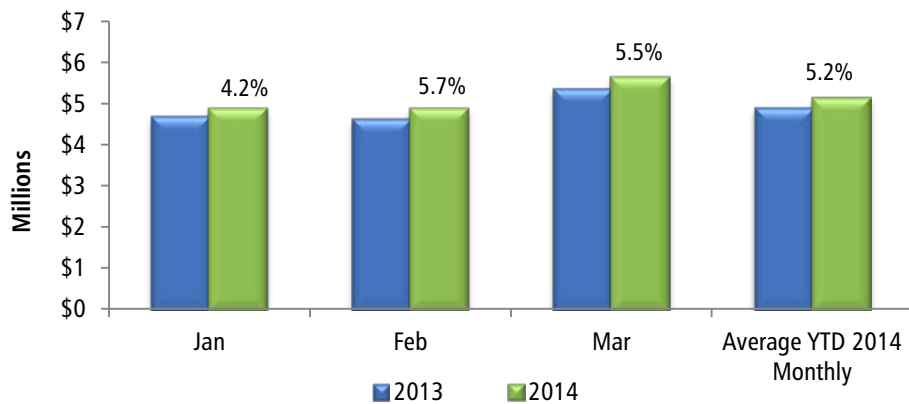
Registered SHUTTLE customers may obtain specialized transportation to and from the hearing by calling SHUTTLE at (253) 581-8000, option 2, from one to five days in advance of the hearing. An

interpreter for the hearing impaired will be provided upon request with a minimum notice of five days.

Deanne Jacobson, CMC
Clerk of the Board

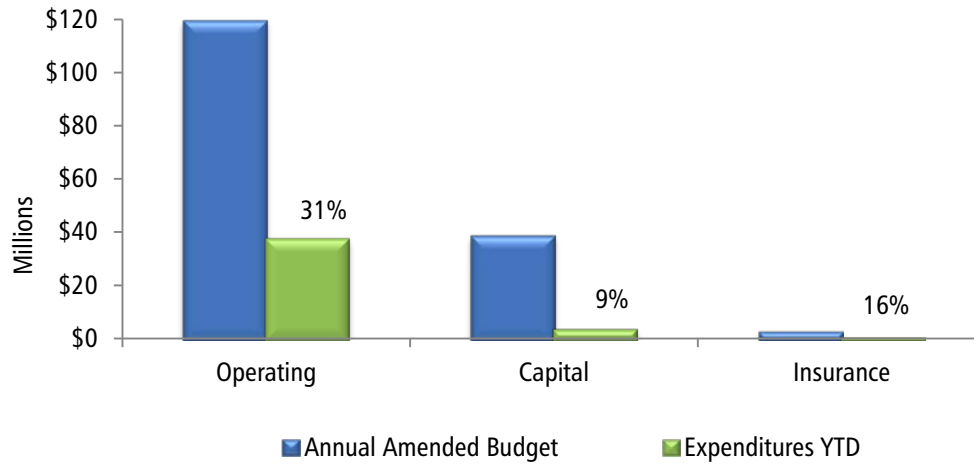


**Sales Tax Monthly Actual Collections
& Monthly Percent Change from 2013 - 2014**



- The chart shows the percent change in sales tax collections from 2013 to 2014. Collections are shown for January through March because of the two-month lag between collections and distributions from the State Department of Revenue.
- The year-to-date average percent increase is 5.2% over last year's sales tax collections.
- Sales tax projections continue to support the 2014 Budget, the current Six-Year Plan forecast and current service levels.

Agency Expenditure Totals By Fund Year-to-date April, 2014



- The Agency Expenditure Totals By Fund chart shows expenditures through April or 33% of the year.
 - The Operating Fund is expended at \$37.2 million or 31% of its \$119.3 million dollar budget.
 - The Capital Fund is expended at \$3.5 million or 9% of its \$38.6 million dollar budget.
 - The Insurance Fund is expended at approximately \$438,000 or 16% of its \$2.7 million dollar budget.
- Overall Agency 2014 expenditures are projected to be within budget and in alignment with the Six-Year Financial Plan.
- The Agency's financial status will continue to be presented monthly.

**PIERCE TRANSIT
BOARD OF COMMISSIONERS
MINUTES
May 12, 2014**

CALL TO ORDER

Vice-Chair Vermillion called the meeting to order at 4:07 PM.

Commissioners present:

Steve Vermillion, Vice-Chair, Puyallup Councilmember
Nancy Henderson, Town of Steilacoom
Don Anderson, Lakewood Mayor
Marilyn Strickland, Chair of the Board, Tacoma Mayor (participated by phone)
Lauren Walker, Tacoma Councilmember

Commissioners excused:

Rick Talbert, Chair of the Board, Pierce County Councilmember
Kent Keel, University Place Councilmember
Pat McCarthy, Pierce County Executive

Staff present:

Lynne Griffith, Chief Executive Officer
Alberto Lara, Chief Administration Officer
Wayne Fanshier, Chief Financial Officer
Doug Middleton, Chief Operations Officer
Dana Henderson, General Counsel
Deanne Jacobson, Clerk of the Board

PUBLIC COMMENT

Betsy Elgar, Lakewood, noted she has applied two times to become a member of the Community Transportation Advisory Group and talked about various items that she has been involved with.

Cinderella Helga Zoulte, Lakewood, provided comments about a recent SHUTTLE eligibility decision based on a doctor's decision.

PUBLIC HEARING

Declaring six (6) new Flyer CNG buses, fourteen (14) Ford Vanpool Vans, seven (7) Chevrolet Vanpool Vans, three (3) Ford Shuttle Vans, two (2) Dodge Vanpool Vans and one (1) Dodge Support Vehicle as surplus vehicles and authorizing the sale thereof.

Fleet Manager Bill Spies provided a presentation on the surplus vehicles.

The Public Hearing was opened and closed at 4:24 PM. There were no comments provided.

PRESENTATIONS:

Quarterly Financial Update ~ Finance Manager Kathy Sullivant reviewed sales tax collections for February and March, with comparisons of the same months from 2013. She also reviewed the financial status for the first quarter of 2014. She responded to questions from Commissioner Anderson.

Vice-Chair Vermillion discussed a recent letter from the Federal Highway Trust Fund, noting a projection that the Federal Highway Trust Fund may become solvent in August. Staff noted that if they do go solvent, it would not affect any grants that Pierce Transit has or impact our budget.

CONSENT AGENDA

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

Commissioners Walker and Henderson **moved** and seconded to approve the consent agenda as presented. Motion **carried**.

1. Approval of Vouchers
2. Minutes: Regular Board Meeting of April 14, 2014
3. **FS 14-020**, Approved Resolution No. 14-026, amending Section 2.04.020 – Members of the Board of Commissioners; Adding New Section 2.04.020 – Adding New Section 2.04.030 – Filling Vacancies for At-Large Representation; and Adding New Section 2.08.110 – Executive Session Bylaws.
4. **FS 14-032**, Approved Resolution No. 14-032, authorizing Pierce Transit to invest in the Washington State Local Government Investment Pool.
5. **FS 14-033**, Approved Resolution No. 14-025, declaring six (6) new Flyer CNG buses, fourteen (14) Ford Vanpool Vans, seven (7) Chevrolet Vanpool Vans, three (3) Ford Shuttle Vans, two (2) Dodge Vanpool Vans and one (1) Dodge Support Vehicle as surplus vehicles and authorizing the sale thereof.

ACTION AGENDA

1. **FS 14-034, Authority to Amend the 2014 Capital Budget and Authorize Change Order to Purchase Additional Fare Box Equipment, Pursuant to Contract No. PT-61-13.**

Commissioners Walker and Henderson **moved** and seconded to approve Resolution No. 14-027, authorizing amendment of the 2014 Capital Budget to increase the project budget for the Fare Box Replacement project by \$700,000 to \$3,700,000 and authorizing the Chief Executive Officer to enter into and execute a change order with SPX Genfare to add for fare boxes and equipment, Contract No. PT-61-13.

Executive Project Manager Heidi Neideigh presented on the item.

Motion **carried**.

INFORMATIONAL BOARD ITEMS

Chair Report ~ None.

Sound Transit Update ~ Commissioner Strickland announced that Sound Transit, in collaboration with the City of Tacoma, will hold an open house meeting on the potential expansion of Tacoma Link open house meeting for Tacoma Link. The meeting is scheduled for May 20, 2014, from 4:00 – 6:00 PM at the Allen AME Church on Martin Luther King Jr. Way in Tacoma.

On behalf of the Commissioners, Vice-Chair Vermillion expressed concerns for Commissioner Talbert and wished him well. He also thanked staff for participating at the Puyallup Fish Hatchery event and for their work on the Puyallup Demonstration Project.

Building 4 Modification ~ Transit Development Manager Jay Peterson provided an update on the Building 4 Modification Project. He reminded the Commissioners that Pierce Transit received a \$1.7

million grant back in 2004 and that the monies cannot be used for any other services or capital, as it was money awarded from the Federal Government for this specific remodel project. The contract is anticipated to go to the Board in June and staff will be utilizing the Executive Finance Committee and the CEO's authority to approve various expenditures relating to the project.

Facilities Maintenance Manager Larry McCarty provided further detail on the scope of the remodeling project in Building 4.

STAFF UPDATES/DISCUSSIONS

Fare Policy/Fares/Fare boxes ~ Transit Development Manager Jay Peterson and Marketing Assistant Manager Kathy Walton provided a presentation on the proposed fare policy amendments and timelines for various phases of implementation. Attendees received an overview on fare types, fare payment options, current transfer policy, E-Purse vs. ORCA and survey results on the impact of fare increases and the purchasing of monthly and/or local day passes and the elimination of paper passes.

Attendees watched a video that demonstrated the features of the proposed new fare boxes that Pierce Transit will begin using and which are currently being used by the City of Oakland, California.

It was also noted that the Community Transportation Advisory Group (CTAG) will receive a briefing on the proposed changes at their June Meeting

Commissioner Walker noted the fare information was very clear on the Agency's website. She also had some other comments/recommendations about the route information on the Agency's website and will discuss with staff at a later time.

Commissioner Anderson thanked staff for approaching the fare box recovery system in an innovative approach.

Vice-Chair Vermillion thanked staff for working collaboratively and innovatively for coming up with solutions for fare box recovery.

Cosmos Property ~ Chief Financial Officer Wayne Fanshier provided an update on the sale of the Cosmos Property. He reviewed the steps that the Agency has taken to make the property marketable, and noted that the Agency is starting to receive valid offers.

EXECUTIVE SESSION

None.

ADJOURNMENT

Commissioners Walker and Anderson **moved** and seconded to adjourn the meeting at 5:31 PM.

Motion **carried**.

Deanne Jacobson, CMC
Clerk of the Board

Steve Vermillion, Vice-Chair
Board of Commissioners

FACT SHEET

TITLE: Appointment of Mr. Tyree Smith to the Community Transportation Advisory Group for a Three-Year Term

DIVISION: Executive

ORIGINATOR: Carol Mitchell, Public Relations Officer

PRECEDING ACTION: Resolution No. 12-026, Authorizing the creation of CTAG; Resolution No. 13-001, Appointing members to CTAG and Resolution NO. 14-011, Revising CTAG Charter

COORDINATING DEPARTMENT: Executive

APPROVED FOR SUBMITTAL:

Chief Financial Officer

APPROVED FOR AGENDA:

Chief Executive Officer

General Counsel

ATTACHMENTS:

Proposed Resolution
Exhibit A, Advertisement
Exhibit B, Interview Questions
Exhibit C, Tyree Smith Application

BUDGET INFORMATION

2014 Budget Amount
N/A

Required Expenditure
N/A

Impact
N/A

Explanation: No expenditure requested.

BACKGROUND: On March 10, 2014, the Pierce Transit Board of Commissioners adopted a revised Charter for the Community Transportation Advisory Group (CTAG). The CTAG is comprised of up to nine (9) community members who serve a one, two or three-year term. As of March 10, 2014 there were vacancies on the CTAG.

In March, 2014, Pierce Transit advertised the CTAG vacancies through advertisements in local print media, announcements and postings on its website and Facebook page, and through dissemination to the networks of current CTAG members, media partners and Pierce Transit staff. A copy of the advertisement is attached for reference as Exhibit A. Applications were due by 5:00 PM on March 28. Mr. Tyree Smith submitted his application and expressed interest by the deadline.

The application materials were reviewed by Vice-Chair Vermillion, Pierce Transit staff and the Chair and Vice-Chair of CTAG. Mr. Smith completed a telephone interview with staff to confirm his interest and to discuss his

FACT SHEET
PAGE 2

qualifications. Mr. Smith was subsequently invited to attend the April 17, 2014 CTAG meeting to complete the interview process. A copy of the interview questions are attached for reference as Exhibit B.

CTAG members Penny Grellier, Chris Karnes, Paul Bala, and Ken Gibson, were present for the interview process, along with Commissioner Nancy Henderson who represented the Board, and staff members Carol Mitchell and Terence Artz. This interview panel evaluated Mr. Smith and unanimously recommended him for CTAG appointment.

The Agency now seeks Board action to appoint Mr. Smith to the CTAG for a three-year term beginning June 9, 2014 and ending June 8, 2017. A copy of Mr. Smith's application materials are attached as Exhibit C.

ALTERNATIVES: Do not appoint Tyree Smith for this term. This alternative would result in continued vacancies on the CTAG. The Charter provides that the CTAG will have up to nine members. The CTAG may be unable to achieve a quorum if one or two members are absent from a particular meeting. Recruiting would need to continue until these vacancies are filled.

RECOMMENDATION: Approve Resolution No. 14-032, accepting CTAG's and staff's recommendation to appoint Tyree Smith to the Community Transportation Advisory Group for a three-year term, beginning June 9, 2014 and ending June 8, 2017.

RESOLUTION NO. 14-032

1 A RESOLUTION of the Board of Commissioners of Pierce Transit Appointing Tyree Smith
2 to the Community Transportation Advisory Group (CTAG) for a Three-Year Term
3

4 WHEREAS, on March 10, 2014, the Board of Commissioners adopted a revised Charter for the
5 Community Transportation Advisory Group (CTAG); and

6 WHEREAS, as of March 10, 2014 there were vacancies on the CTAG; and,

7 WHEREAS, the Agency advertised the CTAG vacancies through advertisements in local print media,
8 announcements and postings on its website and Facebook page, and through dissemination to the networks of
9 current CTAG members, media partners and Pierce Transit staff; and,

10 WHEREAS, Mr. Tyree Smith submitted his application materials and expressed his interest by the
11 deadline; and,

12 WHEREAS, Tyree Smith successfully completed the interview process and was unanimously
13 recommended by CTAG members, a member of the Board of Commissioners and Staff for appointment to the
14 CTAG;

15 WHEREAS, Staff recommends the Board appoint Tyree Smith to the CTAG to serve a three-year term
16 beginning June 9, 2014 and ending June 8, 2017.

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

18 Section 1. Appoint Tyree Smith to the Community Transportation Advisory Group to serve a three-year
19 term beginning June 9, 2014 and expiring June 8, 2017.

20 ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held on the 9th
21 day of June, 2014.

Rick Talbert, Chair
Board of Commissioners

ATTEST:

Deanne Jacobson
Clerk of the Board

Become a Transit Leader in Your Community!

**Join Pierce Transit's Community Transportation Advisory Group (CTAG)
and help shape the future of public transportation in Pierce County.**

Pierce Transit is accepting applications to fill three current vacancies on its Community Transportation Advisory Group (CTAG). New CTAG appointees will serve a three-year term, beginning with their first CTAG meeting on May 15, 2014 and ending May 14, 2017.

The Pierce Transit CTAG consists of nine volunteer representatives who reflect the demographic diversity of the Pierce Transit service area. CTAG members serve an important role as informed stakeholders providing feedback on Pierce Transit's proposed plans, policies and services, and acting as communication links between Pierce Transit and their various networks. The Pierce Transit CTAG meets monthly on the third Thursday of each month at 5:30 pm at Pierce Transit's Training Center in Lakewood. Meetings generally last about two hours.

Interested applicants may print the CTAG charter and application from Pierce Transit's website at piercetransit.org, or obtain an application packet at Pierce Transit Administrative Offices, 3701-96th Street SW, Lakewood, WA 98499. Office hours are 8 am – 5 pm weekdays. Applicants must either reside, be actively employed, or be a full-time student within the Pierce Transit service area.

Completed applications must be received in Pierce Transit's offices by 5 pm, March 28, 2014. Pierce Transit will review all applications received by the deadline and schedule interviews for applicants deemed to be the best qualified. Interviews are planned for the week of April 3-10, 2014. All applicants will be notified of their status, and the final list of three prospective appointees will be invited to preview a CTAG meeting on April 17, 2014. The Pierce Transit Board of Commissioners will approve and appoint the new CTAG members at its regular Board meeting on Monday, May 12, 2014 at 4 pm.

The final three prospective appointees are expected to be available and present for the May 12, 2014 Board meeting, and to begin their volunteer service at the CTAG meeting scheduled for Thursday, May 15, 2014 at 5:30 pm.

For more information, contact Carol C. Mitchell, Pierce Transit Public Relations Officer & CTAG Liaison at (253) 984-8213, or at cmitchell@piercetransit.org.

Community Transportation Advisory Group

Pierce Transit Training Center
Rainier Conference Room
Thursday, April 17, 2014 5:30 pm

AGENDA

PRELIMINARIES

10 minutes

- Call to Order and Roll Call
- Introductions – All
- Approval of Minutes of March 20, 2014 – All
- CTAG Member Report on Activities -- All

PUBLIC COMMENT

(as needed)

STAFF PRESENTATIONS

20 minutes

Business Development & Transit Development Priorities
Tina Lee, Service Innovation Administrator and Peter Stackpole, Principal Planner

DISCUSSION ITEMS

60 minutes

- CTAG Applicant Q&A (Led by Carol Mitchell & Commissioner Nancy Henderson)
- CTAG draft 2014 Agenda (Led by Chair & Vice-Chair)

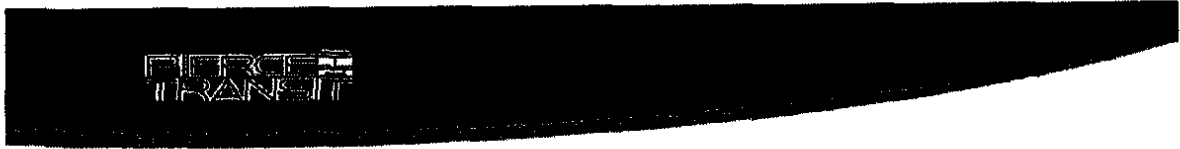
PIERCE TRANSIT NEWS AND ANNOUNCEMENTS

10 minutes

- Update on April 14, 2014 Board Meeting (CTAG member)
- Upcoming press coverage and releases
- **Next Meeting Date: May 15, 2014 5:30 p.m.**

ADJOURNMENT

Exhibit "C"



COMMUNITY TRANSPORTATION ADVISORY GROUP 2014 APPLICATION
Due March 28, 2014 by 5:00 p.m.

Name: Tyree Smith

Home Address: [REDACTED]

City: Tacoma State: WA Zip: 98409

Do you live, work or attend school in the Pierce Transit service area? Yes No

In what languages are you fluent? English

Occupation (former if retired): Student

Employer (if applicable): N/A

Work Address: N/A

Work Telephone: N/A Work/Student Email [REDACTED]

Personal Phone: [REDACTED] Personal Email [REDACTED]

School (if student): Mount Tahoma High School

Area of Study: _____

Indicate the areas of interest or group perspectives you might bring to CTAG:
(Check all that apply):

- 1. Senior Citizens
- 2. Persons with Disabilities
- 3. Medical Community
- 4. Social Service Agency
- 5. Downtown On the Go
- 6. Sound Transit
- 7. Unincorporated Areas
- 8. Business & Econ Devlp
- 9. Neighborhood Assn
- 10. Minority Populations
- 11. Rural Community
- 12. Citizens-at-Large
- 13. Students

- 14. Service User
(Check all that apply):
- Vanpool
- Carpool
- Fixed Route
- SHUTTLE
- Sound Transit Center
- ORCA card holder
- Community Vans
- Park-N-Ride Lots
- Rideshareonline.com

15. Other _____

COMMUNITY TRANSPORTATION ADVISORY GROUP 2014 APPLICATION (continued)

Can you regularly attend monthly CTAG meetings on the 3rd Thursday of each month from 5:30 p.m. to 7:30 p.m. Yes No

Using a separate sheet or sheets of paper if needed, please answer the following and attach your answers to this application:

- 1. Describe the top three public transportation issues of concern and importance to you and the role of a CTAG in addressing those issues.**

I am most concerned with accessibility. As a teenager with an active social life, it is difficult to get to and from locations on the weekend. I also have found that the cuts in service and routes have left many low income communities isolated and unable to readily access employment and healthcare services. I am also concerned with kids and families that are unable to afford the fares. My mom works at a church that provides free bus tickets to the community and to see the volume of people seeking this assistance is heartbreaking and the numbers are staggering.

- 2. Explain how your membership on Pierce Transit's CTAG would improve communication and add value for the interest groups with whom you are affiliated.**

My membership on Pierce Transit's CTAG would demonstrate that Pierce Transit was making an intentional effort to promote youth voice. This would also encourage more teens and young adults to take the time to engage in communication with Pierce Transit.

- 3. Please explain how your background or experience qualifies you for membership on the CTAG. Attach a brief bio or resume, and no more than 1-2 pages of other information that supports your answer. Links to personal web pages or blogs you want considered are also welcomed.**

I have participated in a youth led project in partnership with Growing Transit Communities. I was able to engage other teens in a youth led form that was designed by myself and my peers. I also have thought critically about the role that transportation plays in my community as it relates to health, safety, housing and access to extracurricular activities. I also serve on the Greater Tacoma Community Foundation's Youth Philanthropy Board. I was featured in a video shown at the Regional Equity Summit last Fall. I previously served as a member of the YMCA Youth & Government Tacoma delegation.

FACT SHEET

TITLE: Requesting Review of Membership by the Health Care Authority's Public Employees Benefits Board (PEBB) to Participate in the Washington State Insurance Plans

DIVISION: Administration

ORIGINATOR: Alberto Lara, Chief Administration Officer

PRECEDING ACTION: N/A

COORDINATING DEPARTMENT: Human Resources

APPROVED FOR SUBMITTAL:

Chief Financial Officer

APPROVED FOR AGENDA:

Chief Executive Officer

General Counsel

ATTACHMENTS:

Proposed Resolution

BUDGET INFORMATION

2014 Budget Amount
\$0

Required Expenditure
\$0

Impact
\$0

Explanation: N/A

BACKGROUND: Pierce Transit has begun negotiations with the Unions (the Amalgamated Transit Union and the International Association of Machinists and Aerospace Workers) that represent employees at Pierce Transit. Benefits for the majority of the Agency's work force will be bargained for during this process. As part of that process, the Agency routinely looks into other health insurance providers for potential membership, if such membership may result in a better offering for the employees and the employer.

Historically, Pierce Transit has utilized an insurance broker to assist with obtaining the best possible health care coverage for our employees. It has also been Pierce Transit's practice to offer the same choices of benefits to both the bargaining unit employees and the non-bargaining sector of our workforce.

With the impending Affordable Care Act tax implications on the horizon for 2018, Pierce Transit must exercise due diligence now and explore available options to avoid incurring any additional and/or unnecessary costs for insurance coverage, such as an excise tax.

It may be beneficial from a cost standpoint for Pierce Transit to participate in the insurance plans offered by the Health Care Authority, through the Public Employees Benefits Board (PEBB), that are offered to employees of the State of Washington as well as other public employers. The Board's approval to apply for such coverage is required in order for the Agency to move forward with an application. An application does not obligate Pierce Transit to join the PEBB. It is an exploratory step at this point.

If it is determined that it is prudent for Pierce Transit to participate in these other insurance plans, next steps would be to continue our negotiations with the Unions to include a proposed change in insurance providers and return to the Board of Commissioners for approval to proceed with the state insurance plans under a contract with the Health Care Authority pursuant to RCW 41.05.160 and WAC 182-08-245.

ALTERNATIVES: Keep the existing insurance plans.

RECOMMENDATION: Approve Resolution No. 14-028, authorizing Pierce Transit to apply for membership with the Public Employees Benefits Board for participation in Washington State Insurance Plans.

[Clarification: This is an exploratory step and part of Pierce Transit's overall benefits cost containment strategy.]

RESOLUTION NO. 14-028

1 A RESOLUTION of the Board of Commissioners of Pierce Transit Requesting Review by the Health Care
2 Authority’s Public Employees Benefits Board (PEBB) to Participate in the Washington State Insurance Plans
3

4 WHEREAS, the Health Care Authority administers the medical, dental, life and long term disability
5 insurance coverage for the employees of the state of Washington, as set forth in Chapter 41.05 RCW; and

6 WHEREAS, the Board of Commissioners of Pierce Transit representing the employees at Pierce Transit
7 has reviewed the state insurance plans, Chapter 41.05 RCW, RCW 41.04.205, Chapter 182-08 WAC, and
8 Chapter 182-12 WAC; and

9 WHEREAS, the Board of Commissioners deems the state insurance plans as providing desirable
10 insurance coverage for the employees of Pierce Transit; and

11 WHEREAS, Pierce Transit certifies that all employees enrolled are eligible to participate in the state
12 insurance plans.

13 NOW THEREFORE, BE IT RESOLVED that Pierce Transit’s Board of Commissioners requests approval by
14 the Health Care Authority’s Public Employees Benefits Board (PEBB) to participate in the Washington State
15 Insurance Plans for the employees of Pierce Transit, subject to the requirement of RCW 41.04.205 and the
16 rules adopted thereunder.

17 ADOPTED by the Board of Commissioners of Pierce Transit at their regular meeting thereof held on
18 the 9th day of June, 2014.

19 PIERCE TRANSIT

20
21 _____
22 Rick Talbert, Chair
23 Board of Commissioners
24

25 ATTEST/AUTHENTICATED

26
27 _____
28 Deanne Jacobson, CMC
29 Clerk of the Board

FACT SHEET

TITLE: Declaration of Surplus of Real Property Located at 9101 Sky Island Drive East, Bonney Lake, WA and Authorization for Sale Thereof

DEPARTMENT: Transit Development

ORIGINATOR: Jay Peterson, Transit Development Manager

PRECEDING ACTION: N/A

COORDINATING DIVISION: Finance

APPROVED FOR SUBMITTAL:

Vice President

APPROVED FOR AGENDA:

Chief Executive Officer

General Counsel

ATTACHMENTS:

Proposed Resolution

BUDGET INFORMATION

2014 Budget Amount
N/A

Required Expenditure
N/A

Impact
N/A

Explanation: N/A

BACKGROUND: This resolution requests that the Board of Commissioners declare the property located at 9101 Sky Island Drive East, Bonney Lake, WA, also known as the Bonney Lake Park and Ride, as surplus property and authorize the sale thereof.

Sound Transit has presented Pierce Transit an offer to purchase the property at 9101 Sky Island Drive East in Bonney Lake, also known as the Bonney Lake Park and Ride, as part of their expansion plan. Staff has reviewed the need for this property in view of the results of the Public Transportation Improvement Conference (PTIC) boundary reductions and has found that the property will no longer be required by Pierce Transit and will therefore be surplus to our needs. It is our intent to sell the property to Sound Transit based on fair market value. If negotiations with Sound Transit are not successful, we will offer the property on the market.

ALTERNATIVES: The alternative would be to keep the property; however it will no longer be useful to the Agency, and sale to Sound Transit is an excellent opportunity for interagency cooperation. The property and facility would remain for its intended purpose and continue to serve the public interest.

RECOMMENDATION: Approve Resolution No. 14-029, declaring the property located at 9101 Sky Island Drive East, Bonney Lake, WA, also known as the Bonney Lake Park and Ride, as surplus property and authorizing the sale thereof.

RESOLUTION NO. 14-029

A RESOLUTION of the Board of Commissioners of Pierce Transit Declaring the Property at 9101 Sky Island Drive East, Bonney Lake, Washington Surplus and Authorizing Sale Thereof

WHEREAS, Pierce Transit is a municipal corporation as defined in the Revised Codes of Washington; and
WHEREAS, Pierce Transit has complied with the provisions of RCW 39.34.020 Disposal of Surplus Property; and

WHEREAS, Pierce Transit owns a property at 9101 Sky Island Drive East, Bonney Lake, Washington, (which is also known as Bonney Lake Park and Ride) Parcel Nos. 564000-1841 and 700085-0080; and

WHEREAS, due to reductions in the service area boundary as a result of the PTIC and service elimination to Bonney Lake, said property will no longer be of use to the Agency; and

WHEREAS, Sound Transit has presented staff with an offer to purchase the property which is under review; and

WHEREAS, staff will likely recommends sale of the property to Sound Transit in accordance with RCW 39.33.010, which allows the sale of real property between government agencies for fair market value; and

WHEREAS, if an agreement with Sound Transit cannot be reached, staff recommends that the property be listed for sale on the real estate market; and

WHEREAS, the Board of Commissioners of Pierce Transit finds it in the best interest of Pierce Transit to declare the property at 9101 Sky Island Drive East, Bonney Lake, Washington, as surplus property and authorize the Chief Executive Officer to pursue sale of the property to Sound Transit or, if negotiations are unsuccessful, for sale to the public, any sale to be subject to approval by the Board of Commissioners;

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

Section 1. Said property is herewith declared as surplus property and is authorized to be sold, provided that any such sale is subject to the prior approval of the Board of Commissioners.

ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held on the 9th day of June, 2014.

Rick Talbert, Chair
Board of Commissioners

ATTEST:

Deanne Jacobson, CMC
Clerk of the Board

FACT SHEET

TITLE: Authority for Washington State Department of Enterprise Services (DES) to Amend the Contract with S.M. Stemper Architects for Additional Construction Management and Administration Support for the Building 4 Modification Project, 2nd Floor Tenant Improvements

DIVISION: Transit Development

ORIGINATOR: Jay Peterson,
Transit Development Manager

PRECEDING ACTION: Resolution No. 13-037, Adoption of the 2014 Budget; Resolution No. 13-040, Ratification of Interagency Master Agreement and Task Order No.1 Agreement for Contract No. 2012-EAS-712 with Department of Enterprise Services for Project Management Services and Authorization to Extend Master Agreement Through December 31, 2014.

COORDINATING DEPARTMENT: N/A

APPROVED FOR SUBMITTAL:

Chief Financial Officer

APPROVED FOR AGENDA:

Chief Executive Officer

General Counsel

ATTACHMENTS:

Proposed Resolution

BUDGET INFORMATION

2014 Budget Amount
\$2,333,387

Required Expenditure
\$24,705

Impact
N/A

Explanation:

Original Contract Amount: \$149,990
 Additional Construction Mgmt & Admin Support (Ops Lobby): \$ 32,360 (Executed through CEO Signature Authority)
 Additional Construction Mgmt & Admin Support (2nd Floor): \$ 24,705

Amended Contract Amount: **\$207,055**

BACKGROUND: Pierce Transit was awarded a grant from the Federal Transit Administration (FTA) for the remodel of the Administration Building in the existing operator and dispatch spaces and for the reconfiguration of offices in

Building 4. The Federal grant can only be spent on this project and may not be used for operating or other capital expenses.

Washington State Department of Enterprise Services (DES) entered into a contract with S.M. Stemper Architects for full basic architectural services including but not limited to Electrical Engineering, Mechanical Engineering and Structural Engineering services.

Due to internal resource constraints, additional architectural and construction management support is needed from S.M. Stemper Architects for the project to be successfully completed. S.M. Stemper Architect's scope of work increases with this amendment to include construction management and administration support services for the Building 4 Modification Project, 2nd Floor Tenant Improvements.

ALTERNATIVES: Decline the authorization to amend the contract with S.M. Stemper Architects for additional construction management and administration support for the Building 4 Modifications project, 2nd Floor Tenant Improvements. This would prevent Pierce Transit from successfully completing the project on-time and budget due to restrained internal staff resources. Not completing the project would cause the Agency to return Federal grant funds which could affect the Agency's ability to secure future grant funding.

RECOMMENDATION: Approve Resolution No. 14-030, authorizing DES to amend the contract with S.M. Stemper Architects on behalf of Pierce Transit for additional construction management and administration support for the Building 4 Modifications Project, 2nd Floor Tenant Improvements.

RESOLUTION NO. 14-030

1 A RESOLUTION Of The Board Of Commissioners Of Pierce Transit Providing Authority For Washington State
2 Department Of Enterprise Services (DES) To Amend The Contract With S.M. Stemper Architects
3 For Additional Construction Management And Administration Support For The Building 4 Modification Project,
4 2nd Floor Tenant Improvements
5

6 WHEREAS; Pierce Transit obtained a Federal earmark grant for the modification of the Agency's
7 administration building; and

8 WHEREAS, the Agency requires tenant improvements on the second floor of Building 4 to increase
9 efficiency and work flow in office areas displaced due to the Building 4 Modification Project and remodel
10 of the Operators' lobby and dispatch area; and

11 WHEREAS, the project is grant funded and is included in the adopted 2014 Budget; and

12 WHEREAS, the Board of Commissioners authorized Washington State Department of Enterprise
13 Services to enter into contracts on Pierce Transit's behalf (Resolution No. 13-040); and NOW THEREFORE,
14 BE IT RESOLVED by the Board of Commissioners of Pierce Transit as follows:

15 Section 1. The Board of Commissioners authorizes DES to amend the contract with S.M. Stemper
16 Architects for additional construction management and administration support to allow for the Building 4
17 Modification Project, 2nd Floor Tenant Improvements.

18 ADOPTED by the Board of Commissioners of Pierce Transit at their regular meeting thereof held on
19 the 9th day of June, 2014.

20 PIERCE TRANSIT

21
22
23 _____
24 Rick Talbert, Chair
25 Board of Commissioners
26

27 ATTEST/AUTHENTICATED

28
29 _____
30 Deanne Jacobson, CMC
31 Clerk of the Board

FACT SHEET

TITLE: Authority for Washington State Department of Enterprise Services (DES) to Enter Into and Execute a Contract with Lincoln Construction, Inc., for General Construction Services for the Remodel of Existing Operator and Dispatch Spaces and Reconfiguration of Offices for the Building 4 Modification Project

DIVISION: Transit Development

ORIGINATOR: Jay Peterson
Transit Development Manager

PRECEDING ACTION: Resolution No. 13-037, Adoption of the 2014 Budget; Resolution No. 13-040

COORDINATING DEPARTMENT:

APPROVED FOR SUBMITTAL:

Chief Financial Officer

APPROVED FOR AGENDA:

Chief Executive Officer

General Counsel

ATTACHMENTS:

Proposed Resolution
Exhibit A, Bid Sheet

BUDGET INFORMATION

2014 Budget Amount	Required Expenditure	Impact
\$2,333,387	\$717,564	N/A
Explanation:		
Base Bid:	\$ 596,280	
10% Contingency:	\$ 59,628	
Subtotal:	\$ 655,908	
WA State Sales Tax:	\$ 61,656	
Grand Total:	\$717,564	Total Required Expenditure requested.

BACKGROUND: Pierce Transit was awarded a grant from the Federal Transit Administration (FTA) for the remodel of the Administration Building in the existing operator and dispatch spaces and for the reconfiguration of offices. The Federal Grant can only be spent on these Capital improvements and may not be used for operating or other capital expenses.

The Board of Commissioners authorized Washington State Department of Enterprise Services ("DES") to enter into contracts on Pierce Transit's behalf (Resolution No. 13-040) for project management services including managing the construction bidding process and issuing construction contracts, subject to approval by the Board of Commissioners..

DES completed a competitive bid process for this contract. Nine bids were received (see Exhibit A). Of the nine bids received, one bid (the apparent low) was non-responsive because required documentation was missing from their bid submittal and was therefore rejected. The second lowest bid was submitted by Lincoln Construction Inc. Their bid was reviewed and all required submittals were included and the proposal meets project requirements.

Approval of this resolution will authorize DES to enter into and execute a contract with Lincoln Construction, Inc., on behalf of Pierce Transit for general construction services. Construction will begin this summer with estimated completion by November.

ALTERNATIVES: Decline the authorization to enter into the contract and cease work on the Building 4 Modification project. This would prevent Pierce Transit from successfully completing the project and expending grant funds before they expire and would cause the Agency to return the grant funds to the FTA. Returning the funds could affect the Agency's ability to secure Federal grant funding in the future.

RECOMMENDATION: Approve Resolution No. 14-031, authorizing DES to enter into and execute a contract with Lincoln Construction, Inc., on behalf of Pierce Transit for the amount of \$717,564 for general construction services for the remodel of the existing operator and dispatch spaces and reconfiguration of offices for the Building 4 Modification Project.

RESOLUTION NO. 14-031

1 A RESOLUTION of the Board of Commissioners of Pierce Transit providing authority for Washington State
2 Department of Enterprise Services (DES) to enter into and Execute a Contract with Lincoln Construction, Inc.,
3 for General Construction Services for the Remodel of the Existing Operator and Dispatch Spaces and
4 Reconfiguration of Offices for the Building 4 Modification Project
5

6 WHEREAS, Pierce Transit obtained a Federal earmark grant for the modification of the
7 administration building for existing operator and dispatch spaces and reconfiguration of offices in Building
8 4. This grant can only be spent on these capital improvements and may not be used for operating or
9 other capital expenses; and

10 WHEREAS, the Board of Commissioners authorized Washington State Department of Enterprise
11 Services to enter into contracts on Pierce Transit's behalf (Resolution No. 13-040); and

12 WHEREAS, DES completed a competitive bid process for this contract; and

13 WHEREAS, the apparent low bidder was unresponsive and their bid was rejected; and

14 WHEREAS, Lincoln Construction, Inc. was the next lowest bidder and submitted all necessary
15 documentation and whose bid meets project requirements; and

16 WHEREAS, the project is included in the adopted 2014 Budget; and

17 WHEREAS, the modification will increase the space necessary for efficient work flow in the
18 operator lobby and dispatch areas; and

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

20 Section 1. The Board of Commissioners authorizes Washington State Department of Enterprise
21 Services (DES) to enter into and enter a contract with Lincoln Construction, Inc., in the amount of \$717,564 for
22 General Construction Services for the remodel of existing operator and dispatch spaces and reconfiguration of
23 offices for the Building 4 Modification Project.

24 ADOPTED by the Board of Commissioners of Pierce Transit at their regular meeting thereof
25 held on the 9th day of June, 2014.
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PIERCE TRANSIT

Rick Talbert, Chair
Board of Commissioners

ATTEST/AUTHENTICATED

Deanne Jacobson, CMC
Clerk of the Board

Bid Proposal - Summary Sheet



Project Name		Project #	Date	Bid Opening Time	Time
Building 4 Modification		2013-181 G (1-)	May 13, 2014	3:00 PM	verified by
Agency		Project Manager, Phone		Location	<input checked="" type="checkbox"/> Advertised
Pierce Transit		Lee Knawa		Olympia	<input type="checkbox"/> SWR <input type="checkbox"/> LPW

Contracts Specialist, Phone	A/E Firm	Phone	Fax
Cathy Roberts	S.M. Stemper Architects, PLLC	206-624-2777	206-624-2973

NAME OF FIRM	BASE BID	Bid Alternates					Buy	Day	ADD	Bond	Sub				
		1	2	3	4	5						Rcvd	Check	List	
1 Westmark Construction Tacoma, WA	712,800	VERIFICATION ON PENDING 1 2 3 1 OFFER IN PROGRESS					America	✓	1-4	✓	✓				
2 Western Ventures Construction Mountlake Terrace	677,000						✓	1-4	✓	✓					
3 Jody Miller Construction Tacoma, WA	689,500						✓	1-4	✓	✓					
4 Lincoln Construction, Inc. Spanaway, WA	596,280						✓	1-4	✓	✓					
5 Pease & Sons, Inc. Tacoma, WA	629,880						✓	1-4	✓	✓					
6 Construct, Inc. Tumwater, WA	606,000						✓	1-4	✓	✓					
7 Beisley, Inc. Belfair, WA	673,600						✓	1-4	✓	✓					
8 Berschauer Construction, Inc. Olympia, WA	563,000						✓	1-4	✓	✓					
9 Stetz Construction. Lakewood, WA	657,085						✓	1-4	✓	✓					
10															
11															
PROJECT ESTIMATE		883,064													

9 7 8 2 4 3 6 1 5

RECORDER'S SIGNATURE

PROPOSAL READER'S SIGNATURE