



**PIERCE TRANSIT BOARD OF COMMISSIONERS  
EXECUTIVE FINANCE COMMITTEE  
3701 96<sup>th</sup> ST SW, Lakewood, WA 98499  
Grand Conference Room  
July 28, 2016 – 3:00 PM  
AGENDA**

**CALL TO ORDER**

**APPROVAL OF MINUTES:** June 23, 2016 Meeting Minutes

**ACTION AGENDA:**

1. FS 16-049, Authority to Enter Into and Execute a Contract with Gene's Towing, Inc., for Vehicle Towing and Recovery; **Approve Contract**

Kevin Zinski  
Fleet Manager
2. FS 16-050, Authority to Negotiate a Purchase and Sale Agreement with DMG Group for the Property Located at 415 East 25<sup>th</sup> Street, Tacoma, WA;  
**Refer to the Full Board for Approval**

Janine Robinson  
Senior Planner

**DISCUSSION/UPDATE**

**COMMISSIONER COMMENTS**

**EXECUTIVE SESSION**

Review the performance of a public employee, pursuant to RCW 42.30.110 (g).

**ADJOURNMENT**

American Disability Act (ADA) accommodations are available with a 72-hour notice. An interpreter for the hearing impaired will be provided upon request with a minimum notice of two weeks. Please contact the Clerk's office at 253-581-8066 for special accommodations. Meeting room is wheelchair accessible. Registered SHUTTLE customers may obtain specialized transportation to and from the hearing by calling SHUTTLE at 253-581-8000 from one to five days in advance of the hearing.

**PIERCE TRANSIT  
EXECUTIVE FINANCE COMMITTEE MEETING  
3701 96<sup>th</sup> STREET SW, LAKEWOOD, WA  
GRAND CONFERENCE ROOM**

**June 23, 2016**

**MINUTES**

**CALL TO ORDER**

Chair Talbert called the meeting to order at 3:08 pm.

**ATTENDANCE**

Executive Finance Committee Commissioners present:

Rick Talbert, Chair, Pierce County Councilmember  
Daryl Eidinger, Vice Chair, City of Edgewood Mayor  
Don Anderson, City of Lakewood Mayor

Executive Finance Committee Commissioners excused:

Kent Keel, City of University Place Mayor Pro Tem

Staff present:

Sue Dreier, Chief Executive Officer  
Deanne Jacobson, Assistant to the CEO/Clerk of the Board  
Kristol Bias, Records Coordinator/Deputy Clerk of the Board  
Wayne Fanshier, Executive Director of Finance/Chief Financial Officer  
Dana Henderson, General Counsel  
Vivienne Kamphaus, Interim Chief Administration Officer  
Rebecca Japhet, Communications Manager  
Alexandra Fastle, Government and Community Relations Officer  
Daphne Tackett, ORCA Administrator  
Mark Eldridge, Senior Program Administrator

**APPROVAL OF MINUTES**

Commissioners Anderson and Eidinger **moved** and seconded to approve the May 26, 2016 meeting minutes as presented.

Motion **carried**, 3-0.

## **DISCUSSION/REVIEW**

CEO Sue Dreier introduced Alexandra Fastle, Government and Community Relations Officer replacing Justin Leighton. Alexandra comes to the agency with experience working in Senator Patty Murray's office and the Fred Hutchinson Cancer Research Center.

### **Next Generation ORCA (ngORCA)**

CEO Sue Dreier shared data and key performance indicators from the March 2016 ORCA Monthly Reports on boardings, fare, ridership and sales.

Pierce Transit's current contract with ORCA smart card vendor ends December 31, 2021 and work is already underway for development of ngORCA. The seven agencies that use the ORCA card have formed a Regional Program Team and a Regional Steering Committee to help with the concept of operations, procurements, design and development work. The goal of the Regional Fare Policy Forums is to bring together policy makers at the agency board levels to achieve concurrence on the direction of fares in the Puget Sound region. Ms. Dreier advised two board members are needed for upcoming regional fare policy forum meetings and Commissioners Ryan Mello and Rick Talbert volunteered to accompany Ms. Dreier.

A short discussion ensued regarding new system capabilities.

### **Cosmos Property – 96<sup>th</sup> and South Tacoma Way**

CEO Sue Dreier shared an update on the currently vacant Cosmos property located at 96<sup>th</sup> and South Tacoma Way. Ms. Dreier will continue to keep the Board apprised as new information arises.

**ACTION AGENDA** ~ None

**PRESENTATIONS/DISCUSSIONS** ~ None

**COMMISSIONER COMMENTS** ~ None

**EXECUTIVE SESSION** ~ None

## **ADJOURNMENT**

The meeting was adjourned at 3:37 pm.

---

Deanne Jacobson  
Assistant to the CEO/ Clerk of the Board

---

Rick Talbert, Chair  
Board Executive Finance Committee

## FACT SHEET – EXECUTIVE/FINANCE COMMITTEE

TITLE: Authority to Enter Into and Execute a Contract with Gene’s Towing, Inc., for Vehicle Towing and Recovery

DIVISION: Maintenance

ORIGINATOR: Kevin Zinski, Fleet Manager

PRECEDING ACTION: N/A

COORDINATING DEPARTMENT: Maintenance, Purchasing

APPROVED FOR SUBMITTAL:

\_\_\_\_\_  
Chief Financial Officer

APPROVED FOR AGENDA:

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
General Counsel

ATTACHMENTS:

None

### BUDGET INFORMATION

2016 Budget Amount  
\$104,002

Total Expenditure over term of  
contract:  
Not to exceed \$237,706.22

Impact  
N/A

Explanation: The cost estimate for the towing and recovery contract is the base price of \$44,773.04 for the first year. This is based on what was spent in 2015 and includes a (5%) increase for inflation. The estimates for the second through fifth years are: year two (2) \$46,116.24; year three (3) 47,499.73; year four (4) \$48,924.73 and year five (5) \$50,392.48, based on a three percent (3%) yearly increase.

### BACKGROUND:

The Fleet Maintenance Department requests authority to enter into and execute a multi-year contract with Gene’s Towing for Vehicle Towing and Recovery Services, with the term of the contract to be October 1, 2017 through September 30, 2020, with two (2) optional one (1) year periods. Towing and recovery service is an essential need for maintenance.

The current contract expires on September 30, 2016. An invitation to bid was released on May 4, 2016 and posted on Pierce Transit’s eBids website, The Daily Journal of Commerce, Tacoma Daily Index, OMWBE, Transit Talent, and advertised on Pierce Transit’s website. There were nine (9) firms that downloaded the bid documents. We received one (1) bid. A cost and price analysis was done and it was determined that the one (1) bid received from Gene’s Towing, Inc. was fair and reasonable and meets the needs of Pierce Transit. The estimated bid price for the first year of the contract is \$44,000. The actual amount spent will vary depending on actual services received.

ALTERNATIVES:

Reject the bid and request services as needed. However, there would or could be: no price guarantee; potential premiums during peak hours; fuel surcharges; untrained contractors; unavailable equipment; potential damage to vehicles; and no guaranteed response time. Therefore, staff recommends the contractor that most closely meets the standards of Pierce Transit and the best price as published in the Invitation to Bid document be awarded the contract.

RECOMMENDATION:

Authorize execution of a multi-year contract for Vehicle Towing and Recovery Service for Maintenance to Gene's Towing, Inc. for three (3) years with two (2) optional one-year extensions, with the total amount of the contract not to exceed \$237,706.22 over the term, including extensions.

Executive/Finance Committee Action:

Approved: \_\_\_\_\_

Disapproved: \_\_\_\_\_

---

Rick Talbert, Chair  
Executive/Finance Committee

ATTEST:

---

Deanne Jacobson, CMC  
Clerk of the Board

## FACT SHEET – EXECUTIVE FINANCE COMMITTEE

TITLE: Authority to Negotiate a Purchase and sale Agreement with DMG Group for the Property Located at 415 East 25<sup>th</sup> Street, Tacoma, WA

DIVISION: Planning and Community Development

ORIGINATOR: Janine Robinson, Senior Planner

PRECEDING ACTION: N/A

COORDINATING DEPARTMENT: Transit Development

APPROVED FOR SUBMITTAL:

\_\_\_\_\_  
Chief Financial Officer

APPROVED FOR AGENDA:

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
General Counsel

ATTACHMENTS: None

### BUDGET INFORMATION

2016 Budget Amount	Required Expenditure	Impact
N/A	\$0	N/A

Explanation: There is no direct cost associated with negotiating the Purchase and Sale Agreement

### BACKGROUND:

Pierce Transit acquired the site in 1999 at 415 E 25<sup>th</sup> for \$496,000 using 86.5% Federal Transit Administration (FTA) funds. It has served as a construction staging area and storage facility adjacent to the Tacoma Dome Station; however, the property has been on the agency's Excess Real Property Plan for a number of years with a view towards Transit-Oriented Development (TOD).

In mid-2013, Pierce Transit worked cooperatively with the Tacoma Housing Authority (THA) on a Feasibility Study for development of a mixed-use residential/commercial TOD on the property. During 2014 and 2015, Pierce Transit and the City of Tacoma Community and Economic Development Department worked cooperatively to issue a Request for Interest (RFI) seeking a developer to implement a Transit-Oriented Mixed Use Development.

In May 2015, Pierce Transit entered into discussions with a developer selected through that RFI, though negotiations ended by mutual agreement in Fall 2015.

A new RFI process was initiated in early 2016 and three statements of interest (SOIs) were received. A selection committee of three City of Tacoma staff, two Pierce Transit staff, and one Dome District Development Group representative completed review of the proposals and interviews with the three interested teams. Following that process, the selection committee recommends DMG Group's proposed project and team.

The recommended development team proposes five stories of apartments totaling 100 units over two stories of concrete including an indoor farmers market and parking. DMG Group has provided a Letter of Intent with favorable terms for the project, financing commitments, commitments to amenities and transit-supportive elements, and will consider including 20% non-subsidized affordable units to be eligible for the City's 12-year Multi-family Property Tax Exemption Program. There is potential for this to be a significant catalyst to further development in the Dome District.

The Purchase and Sale Agreement will provide a period of time during which the developer can complete due diligence and solidify project plans. The developer will make a refundable earnest money deposit during this period, anticipated to be 30 days with one 30-day extension possible.

An appraisal has been completed and appraisal review is underway. Upon completion of the appraisal review, these will be sent to FTA for their approval of the disposition of this parcel. Following FTA concurrence on the disposition, staff will seek Board approval to enter into a Purchase and Sale Agreement.

ALTERNATIVES:

Do not recommend entering into negotiations with the recommended developer and do not pursue sale of property at this time.

RECOMMENDATION:

Refer FS 16-050 to the August 8, 2016 Regular Board Meeting for approval.

Executive/Finance Committee Action:

Approved: \_\_\_\_\_

Disapproved: \_\_\_\_\_

---

Rick Talbert, Chair  
Executive Finance Committee

ATTEST:

---

Deanne Jacobson, CMC  
Clerk of the Board