

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

May 9, 2022

CALL TO ORDER

Chair Campbell called the regular board meeting to order at 4:02 p.m.

ROLL CALL

Commissioners present:

Marty Campbell, Chair of the Board, Pierce County Councilmember
John Hines, City of Tacoma Councilmember
Kent Keel, City of University Councilmember (*representing University Place and Fircrest*)
Ryan Mello, Pierce County Councilmember
John Palmer, Deputy Mayor for City of Puyallup (*representing Puyallup and Edgewood*)
Kim Roscoe, Mayor of Fife (*representing Fife/Milton/Pacific/Auburn/Gig Harbor Ruston/Steilacoom*)
Kristina Walker, Vice Chair of the Board, City of Tacoma Councilmember
Jason Whalen, City of Lakewood Mayor
Victoria Woodards, Mayor of the City of Tacoma

Commissioners excused:

None

Staff present:

Mike Griffus, Chief Executive Officer
Deanne Jacobson, Clerk of the Board
Brittany Carbullido, Assistant to the CEO/Deputy Clerk of the Board
Aaron Millstein, Counsel from K&L Gates

OPENING REMARKS AND HOUSEKEEPING ITEMS

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

PRESENTATIONS

- 1. Honoring Robert Tate for Operator of the Month for April 2022;** presentation by Scott Gaines, Transportation Assistant Manager

Mr. Gaines honored Operator Robert Tate for being selected Operator of the Month for April 2022. He detailed Mr. Tate's accomplishments and achievements and noted that Mr. Tate has been an operator since 2007, has 12 consecutive years of accident-free driving and was recently inducted in the Million Mile Club.

On behalf of the Board, Chair Campbell congratulated Mr. Tate for his accomplishments and thanked him for his service.

2. 2022 State and Federal Legislative Update

Government Affairs Lobbyist Hanna Jones from Gordon Thomas Honeywell provided an overview of the 2022 state legislative session. She discussed the Move Ahead Washington Transportation package that was passed during the session and noted that Pierce Transit is expected to receive an estimated \$8.2 million over the next 16 years upon the adoption of a policy that would allow youth 18 years and younger to ride free. She reviewed Pierce Transit's legislative priorities that were accomplished and reported that Pierce Transit is also expected to receive \$10 million for high-capacity transit expansion over a 16-year period.

Government Affairs Lobbyist Al Ralston from Gordon Thomas Honeywell expressed that 2022 was an incredible year for transit funding. He championed the efforts of Representatives Fey, Leavitt, and Bronoske and Senator Nobles.

Federal lobbyist Jennifer Covino from Simon and Company reviewed the key developments that occurred at the federal level during the 2022 session and gave a thorough overview of grant opportunities available for transportation projects and transit agencies. She reported that Pierce Transit is expected to receive \$3 million in support of the Spanaway Transit Center with the help and efforts of Representative Strickland and Senator Cantwell.

Ms. Covino reviewed Pierce Transit funding requests that are pending and reviewed future funding opportunities and funding programs that could be available for transportation projects. She gave a high-level overview of the new requirements that agencies will need to meet to be eligible to receive grants from the Federal Transportation Administration. She also reported that the BRT small starts program was included in the 2023 Capital Investment Grants (CIG) and the project did receive an overall high rating and is waiting to hear how much it will receive in funding.

3. 2021 Q4 and 2022 Q1 Community Transportation Advisory Group (CTAG) Update

CTAG member Marlene Druker provided an overview of the work the committee has been engaged in during quarter four of 2021 and the first quarter of 2022.

Commissioner Mello offered a process point regarding the utilization of the CTAG committee. He expressed that the committee should be utilized on matters that relate to the customer experience/community experience and that items be properly sequenced to the CTAG before coming to the board for consideration and that the board materials reflect the CTAG's input and/or recommendations.

Upon inquiry, Community Development Administrator Nathan BeVelle provided an update on the status of the bus shelter pilot program.

PUBLIC COMMENT

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

No public comment was provided. Public comment was closed.

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

Motion **carried**, 9-0.

1. Approval of Vouchers, April 1, 2022 – April 30, 2022
Operating Fund #10
Self-Insurance Fund #40
Capital Fund #90
Payment Nos. 378203 through 378395
Wire Nos. 10277 through 10498
No Advance Travel Checks
Total \$4,827,734.21
2. Approval of Minutes: April 11, 2022, regular meeting.
3. FS 2022-022, Authorized the Chief Executive Officer to increase the spending authority by \$115,000.00 for Lease Agreement No. 1424 with Jenco Development Company, LLC for the property located at 104th Street Court South in Lakewood for a new not to exceed amount of \$901,973.20.
4. FS 2022-023, Approved Resolution 2022-005, ratifying the Memorandum of Agreement as presented in Exhibit A between Pierce Transit and ATU Local 758, increasing the wage rate for the Transit Operator Trainee classification and memorializing other employment conditions, effective for the duration of the 2021-2023 ATU Collective Bargaining Agreement.

ACTION AGENDA

1. **FS 2022-024, Authorize the Chief Executive Officer to Execute a Five-Year Contract with Allied Universal Security Services, Contract No. 1395, for Unarmed Private Security Services within the Pierce Transit System**
2. **FS 2022-025, Authorize the Chief Executive Officer to Execute a Five-Year Interlocal Agreement (ILA) No. 1334 with the City of Puyallup Police Department for Law Enforcement Services**

Emergency Management Administrator Rodney Chandler presented on FS 2022-024 and FS 2022-025, providing an overview of both contracts, the level of service each contract provides and overall costs.

FS 2022-024, Commissioners Whalen and Hines **moved** and seconded to approve FS 2022-024, authorizing the Chief Executive Officer to enter into and execute a five-year contract with Allied Universal Security Services, Contract No. 1395, to provide unarmed Private Security Services within the Pierce Transit System as presented in Exhibit A for a total contract spending authority amount of \$9,515,279.

Motion **carried**, 9-0.

FS 2022-025, Commissioners Palmer and Keel **moved** and seconded to authorize the Chief Executive Officer to enter into and execute ILA No. 1334 with the City of Puyallup Police Department to provide Law Enforcement Services as presented in Exhibit A from May 2022 through May 2027, for a total contract spending authority not to exceed amount of \$2,250,116.

Motion **carried**, 9-0.

- 3. FS 2022-026, Authority to Reallocate Funds in the Capital Budget to Increase the Call Center Software Replacement Project Budget, Project No. 604, in the Amount of \$104,000 and Execute Contract No 1310 with Five9, Inc., for Implementation, and Subscription of Contact Center Software;** presentation by Arun Kalavakolanu, Chief Technology Officer

Mr. Kalavakolanu presented on the item and reported that the current software system needs to be replaced as the technology is no longer compatible with other technology platforms. He reviewed the procurement process and responded to questions relating to the level of confidence he has in the product and the overall maintenance costs to support the software.

Commissioners Keel and Roscoe **moved** and seconded to authorize amending the 2022 Capital Budget to reallocate funds in the Capital Budget to Increase the Call Center Software Replacement Project Budget No. 604 in the amount of \$104,000 and authorize the Chief Executive Officer to execute Contract No. 1310 with Five9, Inc., for software implementation, and subscription services in an amount not to exceed \$539,000.

Motion **carried**, 9-0.

- 4. FS 2022-027, Authorize the Chief Executive Officer to Enter into and Execute Contract No. 1162A with Security Systems Northwest, Inc., to Construct Security Enhancements at Pierce Transit Headquarters, all Transit Centers, and the 512 Park and Ride in the Amount of \$1,950,000.00;** presentation by Hope Gibson, Sr. Project Manager

Ms. Gibson presented on the item and explained how the surveillance improvements will improve the safety and security of the Pierce Transit system, noting that

approximately 180 camera units will be added to the system. She responded to questions about the lifecycle costs and timeline for completion.

Rob Minnick, Physical Security Systems Administrator, also responded to general questions about the functionality/capabilities of the cameras.

Commissioners Hines and Roscoe **moved** and seconded to authorize the Chief Executive Officer to enter into and execute contract No. 1162A with Security Systems Northwest, Inc., to construct security enhancements at Pierce Transit Headquarters, all transit centers, and the 512 Park and Ride in the amount of \$1,950,000.00.

Motion **carried**, 9-0.

5. **FS 2022-028, Authorize the Chief Executive Officer to Increase the Contract Authority Amount for Parametrix, Inc., Contract No. PT-18-19, for Continued Advisory Services for the Bus Rapid Transit (BRT) Pacific Avenue/State Route 7 (SR 7) Corridor Project;** presentation by Sean Robertson, Sr. Construction Project Manager

Mr. Robertson presented on the item and reviewed the scope of work that will be covered under this new contract amendment and reviewed the historical background of the initial contract purpose. He noted that this amendment will support moving the project to the construction phase.

Mr. Robertson responded to questions relating to the work that the vendor will provide under the contract.

CEO Griffus expressed that he believes that this contract will provide the proper level of staffing and will help keep the project on track. (*Vice Chair Walker left the meeting at 5:47 p.m.*)

Commissioner Mello suggested if the agency is going to build additional BRTs in the future, Pierce Transit should look at conducting the entire project in house.

Commissioner Keel expressed that he supports this action but with trepidation. He noted he is not happy with how the project has gone and the additional costs.

Commissioner Whalen noted he has concerns about the project as well.

Commissioners Palmer and Roscoe **moved** and seconded to authorize the Chief Executive Officer to increase the contract authority not to exceed amount for Parametrix, Inc., Contract No. PT-18-19, by \$2,895,518 for continued advisory services for the BRT Pacific Avenue/SR 7 Corridor Project for a new contract authority not to exceed amount of \$4,170,335.

Motion **carried**, 8-0.

STAFF UPDATES

1. Bus Rapid Transit (BRT) Update

CEO Griffus reported that the BRT is moving forward and that he will be meeting with the FTA next week to ask for more money for the project to support the cost escalation costs.

2. CEO'S Report

CEO Mike Griffus reported on the following items:

- The FTA completed the Triennial Review audit and Pierce Transit received a clean audit. He expressed his appreciation to staff for the good work they do.
- Masks will no longer be required on buses and transit stations as of April 19, 2022.
- The agency is seeing an uptick in Covid cases; however, the infections do not appear to be occurring at work.
- ORCA fees will not be charged May 14-15 while the system transfers over to Next Generation ORCA.
- Reported that the 2021 Annual Report is out and has been distributed to the Board. He encouraged the commissioners to review it as it showcases the agency's work.

Commissioner Mello expressed that he appreciates receiving quarterly reports on ridership and on-time performance and suggested at the next board retreat that the board identify the performance measures they want to see.

CEO Griffus reported that ridership has increased.

INFORMATIONAL BOARD ITEMS

1. Chair's Report

- The next Executive Finance Committee meeting will be held Thursday, May 19, 2022, at 3:00 p.m.
- Beginning in June, Board, Committee and CTAG meetings will have in-person and virtual options to attend the meetings. A study session is scheduled from 3-4 p.m. on June 13 to receive an overview of the agency's finances. Calendar invites for this special meeting have been sent.
- The Board will conduct elections for the Chair and Vice Chair positions at the June 13 board meeting.

2. Sound Transit Update

Commissioner Keel gave a brief update on the Sound Transit CEO search process and noted they hope to hire a CEO in July.

3. Puget Sound Regional Council Transportation Policy Board Update

Commissioner Mello provided a status update on the finalization of the Regional Transportation Plan, noting there were further amendments relating to climate and safety. He noted that final adoption of the plan will occur at the General Assembly meeting. No meeting is scheduled for May. The Transit Caucus is meeting this month on how FTA monies will flow through PSRS. He stated that he will continue to make equity arguments about how money is distributed.

4. Commissioners' Comments

No comments were provided.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

There being no further business before the Board, Chair Campbell adjourned the meeting at 6:10 p.m.



Deanne Jacobson
Clerk of the Board



Marty Campbell, Chair
Board of Commissioners

Handouts provided: 2022 Q1 Public Safety Report
2022 Q1 Ridership Report
2022 Q1 Financial Report