

PIERCE TRANSITBOARD OF COMMISSIONERS  
**EXECUTIVE/FINANCE COMMITTEE**  
Building 4 – Conference Room 1A  
August 15, 2013 – 300 P.M.

**AGENDA**

**CALL TO ORDER**

**APPROVAL OF MINUTES**                      July 18, 2013

**ACTION AGENDA**

1.    **FS 13-008 Authority to Purchase six (6) 12-Passenger  
and twenty-three (23) 15-Passenger Vehicles  
From Washington State Contract Nos. 07212  
and 04311**    Van Sawin  
Fleet Assistant Manager

**ADJOURNMENT**

**PIERCE TRANSIT  
BOARD OF COMMISSIONERS  
EXECUTIVE/FINANCE COMMITTEE**

**MINUTES**

**July 18, 2013 3:00 PM**

**CALL TO ORDER**

Commissioner Strickland called the meeting to order at 3:04 PM.

**ATTENDANCE**

Commissioners present:

Marilyn Strickland, Tacoma Mayor  
Steve Vermillion, Puyallup Councilmember  
Derek Young, Gig Harbor Councilmember

Commissioners excused:

Rick Talbert, Chair, Pierce County Councilmember

Staff present:

Lynne Griffith, CEO  
Wayne Fanshier, Chief Financial Officer  
Carol Mitchell, Public Relations Officer  
Rod Baker, Public Safety Chief  
Justin Leighton, Government Relations Officer  
Janine Robinson, Senior Planner  
Deanne Jacobson, Clerk of the Board  
Barbara Schatz, Deputy Clerk of the Board

**APPROVAL OF MINUTES**

Commissioners Vermillion and Young **moved** and seconded to approve the June 20, 2013 Executive/Finance Committee meeting minutes as presented. Motion **carried**.

**ACTION ITEMS**

- 1. EFCFS 13-001 Authority to Enter into and Execute a Contract for Construction of Parkland Transit Center Improvements** ~ Senior Planner Janine Robinson provided an overview of the proposed updates to the Parkland Transit Center. Commissioners Young and Vermillion **moved** and seconded to **Authorize the Chief Executive Officer to enter into and execute a contract with Christensen Inc., General Contractor, in the amount of \$253,450.00 for construction of the Parkland Transit Center Improvements Project, pending the completion of the protest period ending July 23, 2013, at 5:00 PM.** Motion **carried** unanimously.
- 2. EFCFS 13-002 Authority to Enter into and Execute an Interlocal Agreement with the Pierce County Department of Emergency Management** ~ Public Safety Chief Rod Baker explained how Pierce Transit and Pierce County will work together on a grant-funded emergency drill. Commissioners Vermillion and Young **moved** and seconded to **Authorize the Chief Executive Officer to enter into and execute an Interlocal Agreement with Pierce County Department of Emergency Management to cooperatively work together to design, implement and carry out training and exercises to fulfill FEMA/DHS requirements.** Motion **carried** unanimously.

## **DISCUSSION ITEMS**

**Gig Harbor Trolley Demonstration Update** ~ Government Relations Officer Justin Leighton updated the committee on last week's successful trolley activity.

**Potential service in Fife, Milton, Edgewood, and Puyallup** ~ Chief Executive Officer Lynne Griffith stated that she and members of the Business Development Office met with elected officials, city managers and planners to discuss their interests and expectations, and to begin the process of developing two Community Investment Teams – one for Puyallup and one for Fife, Milton, Edgewood.

## **ADJOURNMENT**

Commissioner Strickland adjourned the meeting at 3:35 PM.

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Barbara B. Schatz, CMC  
Deputy Clerk of the Board

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Rick Talbert, Chair  
Board Executive/Finance Committee

## FACT SHEET – EXECUTIVE/FINANCE COMMITTEE

TITLE: Authority to Purchase six (6) 12-Passenger and twenty-three (23) 15-Passenger Vehicles From Washington State Contract Nos. 07212 and 04311      DIVISION: Finance  
ORIGINATOR: Van Sawin

PRECEDING ACTION: Resolution No. 12-035, Adoption of the 2013 Budget

COORDINATING DEPARTMENT: Finance

APPROVED FOR SUBMITTAL: \_\_\_\_\_  
Chief Financial Officer

APPROVED FOR AGENDA: \_\_\_\_\_  
Chief Executive Officer

ATTACHMENTS: None

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### BUDGET INFORMATION

2013 Budget Amount	Required Expenditure	Impact
\$1,447,727	\$790,132	\$657,595
		Under Budget

Explanation: Purchase 29 vanpool vans in accordance with the replacement schedule. We have already purchased 25 vanpool vans from the original budget amount of \$1,447,727.

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**BACKGROUND:** This resolution seeks authority to purchase six (6) 12-Passenger and twenty-three (23) 15-passenger vehicles from Washington State Contract Nos. 07212 and 04311.

The agency budget for 2013 includes funding for six (6) 12-Passenger and twenty-three (23) 15-passenger vanpool vans as replacements (*Replacement policy: 7 years or 120,000 miles*). The State of Washington has established vehicle contracts that allow use by political subdivisions. Pierce Transit staff has reviewed the contracts available and has identified the vehicles appropriate for our intended purpose. State Contract pricing is obtained on a competitive bid basis and is considered to be fair and reasonable.

**ALTERNATIVES:** The alternative would be to develop specifications and solicit bids ourselves; however, in the past we were not able to achieve the deep discounts offered in the state contracts due to combined statewide volume.

**RECOMMENDATION:** Authorize purchase of six (6) 12-Passenger and twenty-three (23) 15-passenger Vanpool Vans from Washington State Contract Nos. 07212 and 04311.

**Executive/Finance Committee Action:**

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

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

\_\_\_\_\_  
Rick Talbert, Chair  
Executive/Finance Committee

ATTEST:

\_\_\_\_\_  
Barbara B. Schatz, CMC  
Deputy Clerk of the Board