

Virtual Meeting Participation Information:

Due to the COVID-19 Pandemic, a physical meeting location will not be provided for this meeting. The public is welcome to attend the meeting by calling 1-253-215-8782 or 1-669-900-6833 and entering Meeting ID No. 83115511004, or by accessing <https://us02web.zoom.us/j/83115511004>

Call to Order

Roll Call

Presentations

- | | |
|--|---|
| 1. Honoring Robert Tate for Operator of the Month for April 2022 | Scott Gaines
Transit Assistant Manager |
| 2. 2022 State and Federal Legislative Update | Rebecca Japhet
Communications Manager |
| 3. 2021 Q4 and 2022 Q1 CTAG Update | Marlene Druker
CTAG Member |

Public Comment

Citizens wishing to provide comment will be given up to three minutes to comment on any 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 during public comment, please press the Raise Hand button near the bottom of your Zoom window or press *9 on your phone. Your name or the last four digits of your phone number will be called out when it is your turn to speak.*

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: April 1- April 30, 2022
2. Approval of Minutes: April 11, 2022 Regular Board Meeting
3. FS 2022-022, Authorize 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 Approval of Resolution No. 2022-005, Ratifying the Memorandum of Agreement 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, to Provide Unarmed Private Security Services Within the Pierce Transit System
Rodney Chandler
Emergency Management Coord.
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
Rodney Chandler
Emergency Management Coord.
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 Software Implementation and Subscription Services
Arun Kalavakolanu
Chief Technology Officer
4. 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
Hope Gibson
Sr. Construction Project Manager
5. FS 2022-028, Authorize the Chief Executive Officer to Increase the Contract Authority Amount for Parametrix, Inc., Contract No. PT-18-19, for GC/CM Advisory Services for the Bus Rapid Transit (BRT) Pacific Avenue/State Route 7 (SR 7) Corridor Project
Sean Robertson
Sr. Construction Project Manager

Staff Updates

1. Bus Rapid Transit Update
Mike Griffus
Chief Executive Officer
2. CEO's Report
Mike Griffus
Chief Executive Officer

Informational Board Items

- | | |
|--|--------------------|
| 1. Chair Report | Chair Campbell |
| 2. Sound Transit Update | Commissioner Keel |
| 3. Puget Sound Regional Council Transportation Policy Board Update | Commissioner Mello |
| 4. Commissioners' Comments | |

Executive Session – None scheduled

Adjournment

Handouts

- 2022 Q1 Public Safety Report (Reviewed by SDCC on 4/21/22)
- 2022 Q1 Ridership Report (Reviewed by SDCC on 4/21/22)
- 2022 Q1 Financial Report (Scheduled for 5/19/22 EFC meeting)



Presentations



**Pierce
Transit**

**Operator of the Month
April 2022**

524

Pierce Transit

WASHINGTON
C4313C

Robert Tate

April 2022

- Operator since 2007
- 12 Consecutive Years Accident Free
- Excellent customer service





Consent Agenda

PIERCE TRANSIT
Board Payments Over \$50,000
Payments From: Apr 1, 2022 to Apr 30, 2022
Cash and Investment Balance: \$182,938,939.99

Payment Numbers CK 00378203 through CK 00378395
 Wire Numbers EFT 00010277 through EFT 00010498
 No Advance Travel Checks
 Total \$4,827,734.21
 Payments in Excess of \$50,000 are as follows:

Operating Fund

	Check	Vendor	Item/Service	Amount
CHK	00378342	VOYAGER FLEET SYSTEMS INC	EXP BP CLS DATE 04/01/22	68,354.56
EFT	00010277	ASSOCIATED PETROLEUM	FUEL USAGE	152,922.88
EFT	00010320	GREAT WEST RETIREMENT	DEF COMP CEO PP7 2022	83,205.92
EFT	00010321	ICMA RETIREMENT	DEF COMP LOAN PP7 2022	221,999.42
EFT	00010377	UNITED ENERGY TRADING LLC	CNG USAGE 03/22	74,119.75
EFT	00010379	US BANK CORPORATE PAYMENT SYST	MISC BUSN EXPENSES	61,542.74
EFT	00010384	ASSOCIATED PETROLEUM	FUEL USAGE	72,004.03
EFT	00010387	BRIDGESTONE AMERICA	DAMAGED TIRES TAB27979 03/22	61,499.79
EFT	00010442	AWC EMPLOYEE BENEFIT TRUST	ER BGLI 04.22	1,161,049.87
EFT	00010443	GREAT WEST RETIREMENT	DEF COMP CEO PP8 2022	77,644.18
EFT	00010444	ICMA RETIREMENT	DEF COMP LOAN PP8 2022	219,483.93
EFT	00010459	FIRST TRANSIT	EXP RMB SWTR RECOV 03/22	611,288.33
EFT	00010485	SOUND TRANSIT	MARCH 2022 FAREBOX RECOVER	68,558.35
Payments for Fund 1 Total				\$ 2,933,673.75

Self Insurance Fund

	Check	Vendor	Item/Service	Amount
Payments for Fund 4 Total				0.00

Capital Fund

	Check	Vendor	Item/Service	Amount
EFT	00010331	CONSTRUCT, INC.	ADA Ramp COMM 03/22	95,672.67
EFT	00010379	US BANK CORPORATE PAYMENT SYST	MISC BUSN EXPENSES	17,175.24
EFT	00010463	HUITT-ZOLLARS INC.	DESIGN SCHEM MOBI 02/26/22	171,436.87

Payments for Fund 9 Total

Total Payments in Excess of \$50,000.00				\$ 284,284.78
				\$ 3,217,958.53

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Pierce Transit
Payment Certification for Apr 30, 2022
Payments Apr 1, 2022 to Apr 30, 2022
Payment Numbers CK 00378203 through CK 00378395
No Advance Travel Payments
Wire Numbers EFT 00010277 through EFT 00010498

Bank ID	Check Num	Check Date	Amount	Vendor Name
01	CHK	00378203	04/07/2022	2,203.20 ALL STARZ STAFFING AND CONSULT
01	CHK	00378204	04/07/2022	26.86 AT&T
01	CHK	00378205	04/07/2022	488.00 AT&T
01	CHK	00378206	04/07/2022	1,350.00 ATU LOCAL 758 CORP
01	CHK	00378207	04/07/2022	97.68 AUTOZONE
01	CHK	00378208	04/07/2022	911.60 CHAPTER 13 TRUSTEE
01	CHK	00378209	04/07/2022	462.16 CITY OF GIG HARBOR
01	CHK	00378210	04/07/2022	1,008.28 CITY TREASURER - TPU
01	CHK	00378211	04/07/2022	7,110.69 CITY TREASURER - TPU
01	CHK	00378212	04/07/2022	4,470.59 COLONIAL SUPPLEMENTAL LIFE
01	CHK	00378213	04/07/2022	95.81 COMCAST
01	CHK	00378214	04/07/2022	83.34 COMM ON POLITICAL EDUCATION
01	CHK	00378215	04/07/2022	567.00 COMMUNITY TRANSIT
01	CHK	00378216	04/07/2022	97.32 CONSOLIDATED ELECTRICAL DIST
01	CHK	00378217	04/07/2022	466.40 DAILY JOURNAL OF COMMERCE INC
01	CHK	00378218	04/07/2022	1,624.17 FINISHMASTER, INC
01	CHK	00378219	04/07/2022	2,126.36 FLEET MOBILE LUBE-WASH INC
01	CHK	00378220	04/07/2022	5,285.08 GENES TOWING CORP
01	CHK	00378221	04/07/2022	736.50 IAM & AW
01	CHK	00378222	04/07/2022	2,040.00 IBI GROUP A CALIFORNIA PARTNER
01	CHK	00378223	04/07/2022	220.00 INTERNAL REVENUE SERVICE
01	CHK	00378224	04/07/2022	1,822.50 KING COUNTY METRO TRANSIT
01	CHK	00378225	04/07/2022	921.50 RPAI US MANAGEMENT LLC
01	CHK	00378226	04/07/2022	956.73 LAKEWOOD FORD
01	CHK	00378227	04/07/2022	12,546.43 MACHINISTS HEALTH &
01	CHK	00378228	04/07/2022	3,195.70 MICHAEL G MALAIER
01	CHK	00378229	04/07/2022	416.00 ANOKA COUNTY HUMAN SERVICES
01	CHK	00378230	04/07/2022	136.40 NH DEPT OF H & HS
01	CHK	00378231	04/07/2022	1,570.14 NORTHWEST IAM BENEFIT TRUST
01	CHK	00378232	04/07/2022	435.21 NYS CHILD SUPPORT PROCESSING
01	CHK	00378233	04/07/2022	35.61 O'REILLY AUTO PARTS
01	CHK	00378234	04/07/2022	121.92 OFFICE DEPOT CORP
01	CHK	00378235	04/07/2022	4,259.71 PIERCE COUNTY BUDGET & FINANCE
01	CHK	00378236	04/07/2022	6,452.14 PSB INDUSTRIES
01	CHK	00378237	04/07/2022	7,448.48 PUGET SOUND ENERGY
01	CHK	00378238	04/07/2022	287.63 SHERWIN-WILLIAMS (LKWD, CEDR)
01	CHK	00378239	04/07/2022	880.83 SQUAD ROOM EMBLEM
01	CHK	00378240	04/07/2022	35.48 STANDARD PARTS CORP
01	CHK	00378241	04/07/2022	420.00 T-MOBILE USA, INC
01	CHK	00378242	04/07/2022	261.14 TACOMA DAILY INDEX
01	CHK	00378243	04/07/2022	4,975.22 TACOMA MALL PARTNERSHIP
01	CHK	00378244	04/07/2022	593.35 TX CHILD SUPPORT SDU
01	CHK	00378245	04/07/2022	595.00 TOWN SQUARE PUBLICATIONS LLC
01	CHK	00378246	04/07/2022	73.99 ULINE
01	CHK	00378247	04/07/2022	993.33 UNITED WAY OF PIERCE COUNTY
01	CHK	00378248	04/13/2022	9,521.29 ALL PRO BUILDING MAINTENANCE
01	CHK	00378249	04/13/2022	4,406.40 ALL STARZ STAFFING AND CONSULT
01	CHK	00378250	04/13/2022	333.33 AMPLIFIED WIRELESS SOLUTIONS I
01	CHK	00378251	04/13/2022	120.00 BUILDERS EXCHANGE OF WA
01	CHK	00378252	04/13/2022	139.71 BUNCE RENTALS INC
01	CHK	00378253	04/13/2022	67.38 CENTURY LINK
01	CHK	00378254	04/13/2022	81.57 CENTURY LINK
01	CHK	00378255	04/13/2022	1,097.38 CENTURY LINK
01	CHK	00378256	04/13/2022	3,103.91 CITY TREASURER - TPU
01	CHK	00378257	04/13/2022	221.00 CITY TREASURER - TPU
01	CHK	00378258	04/13/2022	141.91 COMCAST
01	CHK	00378259	04/13/2022	181.33 COMCAST
01	CHK	00378260	04/13/2022	153.85 COMCAST
01	CHK	00378261	04/13/2022	1,000.00 CHARLES KRISTOPHER CREWS
01	CHK	00378262	04/13/2022	182.85 DAILY JOURNAL OF COMMERCE INC
01	CHK	00378263	04/13/2022	104.07 DISH

01	CHK	00378264	04/13/2022	1,434.00	DM RECYCLING CO INC
01	CHK	00378265	04/13/2022	2,275.93	ENERGY SYSTEMS MANAGEMENT/TRS
01	CHK	00378266	04/13/2022	1,157.20	FLEET MOBILE LUBE-WASH INC
01	CHK	00378267	04/13/2022	108.62	FRUITLAND MUTUAL WATER COMPANY
01	CHK	00378268	04/13/2022	658.28	GENES TOWING CORP
01	CHK	00378269	04/13/2022	3,327.50	GILCHRIST CHEVROLET
01	CHK	00378270	04/13/2022	43.96	HARBOR FREIGHT TOOLS
01	CHK	00378271	04/13/2022	8,205.57	HAROLD LEMAY ENTERPRISES
01	CHK	00378272	04/13/2022	3,100.44	HULTZ BHU ENGINEERS INC.
01	CHK	00378273	04/13/2022	1,939.50	TYLER PIGOTT
01	CHK	00378274	04/13/2022	251.40	LEMAY MOBILE SHREDDING
01	CHK	00378275	04/13/2022	508.41	LOWE'S COMPANIES INC
01	CHK	00378276	04/13/2022	1,547.52	MARTY CAMPBELL
01	CHK	00378277	04/13/2022	1,817.50	MATERIALS TESTING & CONSULTING
01	CHK	00378278	04/13/2022	1,584.00	MULTICARE HEALTH SYSTEM
01	CHK	00378279	04/13/2022	440.36	PENINSULA LIGHT
01	CHK	00378280	04/13/2022	98.30	PIERCE COUNTY RECYCLING LLC
01	CHK	00378281	04/13/2022	1,151.31	QUADIENT LEASING USA INC
01	CHK	00378282	04/13/2022	244.06	R.S. HUGHES COMPANY, INC
01	CHK	00378283	04/13/2022	13.61	ROBERT BARNEY
01	CHK	00378284	04/13/2022	3,250.00	SIMON AND COMPANY INC
01	CHK	00378285	04/13/2022	373.36	SONITROL PACIFIC
01	CHK	00378286	04/13/2022	3,752.41	STREICH BROTHERS INC
01	CHK	00378287	04/13/2022	101.44	TACOMA DAILY INDEX
01	CHK	00378288	04/13/2022	131.26	TERMINIX COMMERCIAL
01	CHK	00378289	04/13/2022	123.54	TERMINIX COMMERCIAL
01	CHK	00378290	04/13/2022	19.00	TERRENCE WARD
01	CHK	00378291	04/13/2022	2,694.01	UNITED SITE SERVICES (Everson)
01	CHK	00378292	04/13/2022	25.00	WA ST DEPT OF RETIREMENT SYSTE
01	CHK	00378293	04/13/2022	712.20	WESCO AUTOBODY SUPPLY
01	CHK	00378294	04/21/2022	240.00	AMERICAN PUBLIC WORKS ASSOCIAT
01	CHK	00378295	04/21/2022	44.83	AT&T
01	CHK	00378296	04/21/2022	46,701.86	ATU LOCAL 758 CORP
01	CHK	00378297	04/21/2022	1,413.13	BUD CLARY CHEVROLET
01	CHK	00378298	04/21/2022	9,224.41	CENTURY LINK
01	CHK	00378299	04/21/2022	911.60	CHAPTER 13 TRUSTEE
01	CHK	00378300	04/21/2022	27,499.50	CITY OF FEDERAL WAY
01	CHK	00378301	04/21/2022	2,537.28	CITY TREASURER - TPU
01	CHK	00378302	04/21/2022	2,041.89	CITY TREASURER - TPU
01	CHK	00378303	04/21/2022	153.85	COMCAST
01	CHK	00378304	04/21/2022	706.07	CREATIVE BUS SALES
01	CHK	00378305	04/21/2022	2,210.00	CURVED GLASS COMPANY
01	CHK	00378306	04/21/2022	206.70	DAILY JOURNAL OF COMMERCE INC
01	CHK	00378307	04/21/2022	5,323.12	FLEET MOBILE LUBE-WASH INC
01	CHK	00378308	04/21/2022	50.00	FORMFOX, INC.
01	CHK	00378309	04/21/2022	2,609.77	GENES TOWING CORP
01	CHK	00378310	04/21/2022	1,485.62	GILCHRIST CHEVROLET
01	CHK	00378311	04/21/2022	76.45	HOME DEPOT CREDIT SERVICES
01	CHK	00378312	04/21/2022	220.00	INTERNAL REVENUE SERVICE
01	CHK	00378313	04/21/2022	3,771.30	KING COUNTY FINANCE
01	CHK	00378314	04/21/2022	46,717.33	LAKEVIEW LIGHT & POWER CO
01	CHK	00378315	04/21/2022	4,448.18	LAKEWOOD WATER DISTRICT
01	CHK	00378316	04/21/2022	9,098.11	LEVEL 3 (CENTURY LINK)
01	CHK	00378317	04/21/2022	1,597.85	MICHAEL G MALAIER
01	CHK	00378318	04/21/2022	447.00	ANOKA COUNTY HUMAN SERVICES
01	CHK	00378319	04/21/2022	136.40	NH DEPT OF H & HS
01	CHK	00378320	04/21/2022	239.35	NS CORPORATION
01	CHK	00378321	04/21/2022	22,372.00	NU-STAR INC
01	CHK	00378322	04/21/2022	435.21	NYS CHILD SUPPORT PROCESSING
01	CHK	00378323	04/21/2022	138.97	OFFICE DEPOT CORP
01	CHK	00378324	04/21/2022	704.70	PACIFIC TORQUE
01	CHK	00378325	04/21/2022	323.72	PARKLAND LIGHT & WATER CO
01	CHK	00378326	04/21/2022	177.00	PROSHRED SEATTLE
01	CHK	00378327	04/21/2022	400.00	LEPS-PSS PLLC
01	CHK	00378328	04/21/2022	16,779.52	PUGET SOUND ENERGY
01	CHK	00378329	04/21/2022	3,442.00	PURCELL TIRE & RUBBER COMPANY
01	CHK	00378330	04/21/2022	51.34	R.S. HUGHES COMPANY, INC
01	CHK	00378331	04/21/2022	428.55	REX PEGG FABRICS INC
01	CHK	00378332	04/21/2022	1,766.00	SCHINDLER ELEVATOR CORPORATION
01	CHK	00378333	04/21/2022	98.98	SHERWIN-WILLIAMS (LKWD, CEDR)
01	CHK	00378334	04/21/2022	20,715.60	SNIDER ENERGY
01	CHK	00378335	04/21/2022	4,060.00	SOURCE PANEL

01	CHK	00378336	04/21/2022	800.75	SQUAD ROOM EMBLEM
01	CHK	00378337	04/21/2022	152.00	SUMMIT PUBLIC SCHOOLS
01	CHK	00378338	04/21/2022	94.77	TACOMA DAILY INDEX
01	CHK	00378339	04/21/2022	293.35	TX CHILD SUPPORT SDU
01	CHK	00378340	04/21/2022	1,362.56	UNITED SITE SERVICES (Everson)
01	CHK	00378341	04/21/2022	993.33	UNITED WAY OF PIERCE COUNTY
01	CHK	00378342	04/21/2022	68,354.56	VOYAGER FLEET SYSTEMS INC
01	CHK	00378343	04/21/2022	1,201.83	WA ST DEPT OF REVENUE
01	CHK	00378344	04/21/2022	316.69	WALTER E NELSON CO.
01	CHK	00378345	04/21/2022	126.71	WOODWARD EQUIPMENT
01	CHK	00378346	04/21/2022	226.29	WURTH USA INC
01	CHK	00378347	04/21/2022	3,112.03	ZEP MANUFACTURING COMPANY
01	CHK	00378348	04/22/2022	6,652.60	LEVEL 3 (CENTURY LINK)
01	CHK	00378349	04/28/2022	9,759.80	AT&T
01	CHK	00378350	04/28/2022	11,322.39	AT&T
01	CHK	00378351	04/28/2022	12,565.27	AT&T
01	CHK	00378352	04/28/2022	180.00	BUILDERS EXCHANGE OF WA
01	CHK	00378353	04/28/2022	44,810.66	CITY OF LAKEWOOD
01	CHK	00378354	04/28/2022	644.18	CITY OF PUYALLUP
01	CHK	00378355	04/28/2022	3,086.21	CITY TREASURER - TPU
01	CHK	00378356	04/28/2022	153.91	COMCAST
01	CHK	00378357	04/28/2022	8,081.78	COMCAST
01	CHK	00378358	04/28/2022	4,756.32	CWA INC
01	CHK	00378359	04/28/2022	2,777.63	ENERGY SYSTEMS MANAGEMENT/TRS
01	CHK	00378360	04/28/2022	1,011.72	GILCHRIST CHEVROLET
01	CHK	00378361	04/28/2022	98.94	HARBOR FREIGHT TOOLS
01	CHK	00378362	04/28/2022	1,517.65	HILTI INC
01	CHK	00378363	04/28/2022	421.02	LAWSON PRODUCTS INC
01	CHK	00378364	04/28/2022	384.00	KENT KEEL
01	CHK	00378365	04/28/2022	3,937.00	LEVEL 3 (CENTURY LINK)
01	CHK	00378366	04/28/2022	1,268.79	PACIFIC TORQUE
01	CHK	00378367	04/28/2022	410.22	PENINSULA LIGHT
01	CHK	00378368	04/28/2022	2,300.00	PIERCE COUNTY BUDGET & FINANCE
01	CHK	00378369	04/28/2022	1,725.00	LEPS-PSS PLLC
01	CHK	00378370	04/28/2022	6,281.38	PUGET SOUND ENERGY
01	CHK	00378371	04/28/2022	1,152.00	SCHINDLER ELEVATOR CORPORATION
01	CHK	00378372	04/28/2022	274.68	SEATTLE PUMP & EQUIPMENT
01	CHK	00378373	04/28/2022	199.10	SNAP-ON TOOLS - Robert Mustain
01	CHK	00378374	04/28/2022	819.20	SNIDER ENERGY
01	CHK	00378375	04/28/2022	1,553.94	SNOHOMISH COUNTY SUPERIOR COUR
01	CHK	00378376	04/28/2022	17,511.41	SOUTH HILL MALL
01	CHK	00378377	04/28/2022	1,016.73	SM STEMPER ARCHITECTS PLLC
01	CHK	00378378	04/28/2022	506.28	STREICH BROTHERS INC
01	CHK	00378379	04/28/2022	537.43	ULINE
01	CHK	00378380	04/28/2022	882.11	UNITED SITE SERVICES (Everson)
01	CHK	00378381	04/28/2022	577.88	VERIZON WIRELESS
01	CHK	00378382	04/28/2022	576.11	VERIZON WIRELESS
01	CHK	00378383	04/28/2022	2,166.16	VERIZON WIRELESS
01	CHK	00378384	04/28/2022	7,522.29	VERIZON WIRELESS
01	CHK	00378385	04/28/2022	723.23	VERIZON WIRELESS
01	CHK	00378386	04/28/2022	1,347.33	VERIZON WIRELESS
01	CHK	00378387	04/28/2022	392.56	VERIZON WIRELESS
01	CHK	00378388	04/28/2022	576.11	VERIZON WIRELESS
01	CHK	00378389	04/28/2022	566.11	VERIZON WIRELESS
01	CHK	00378390	04/28/2022	596.47	VERIZON WIRELESS
01	CHK	00378391	04/28/2022	607.19	VERIZON WIRELESS
01	CHK	00378392	04/28/2022	1,110.18	VERIZON WIRELESS
01	CHK	00378393	04/28/2022	1,491.11	VERIZON WIRELESS
01	CHK	00378394	04/28/2022	606.11	VERIZON WIRELESS
01	CHK	00378395	04/28/2022	1,251.03	WALTER E NELSON CO.
01	EFT	00010277	04/07/2022	152,922.88	ASSOCIATED PETROLEUM
01	EFT	00010278	04/07/2022	236.73	CHEVRON PRODUCTS CO.
01	EFT	00010279	04/07/2022	1,300.00	COACHING SYSTEMS, LLC
01	EFT	00010280	04/07/2022	5,198.75	COMMONSTREET CONSULTING LLC
01	EFT	00010281	04/07/2022	11,467.87	CUMMINS INC
01	EFT	00010282	04/07/2022	7,856.97	DELL USA LP
01	EFT	00010283	04/07/2022	286.94	DRIVELINES NW INC
01	EFT	00010284	04/07/2022	49,900.00	EMC RESEARCH INC
01	EFT	00010285	04/07/2022	446.00	ENVIROISSUES
01	EFT	00010286	04/07/2022	5,860.54	FENCE SPECIALISTS INC
01	EFT	00010287	04/07/2022	1,136.94	FINISHMASTER, INC

01	EFT	00010288	04/07/2022	35,563.21	GILLIG LLC
01	EFT	00010289	04/07/2022	700.69	GRAINGER
01	EFT	00010290	04/07/2022	2,626.91	IWG TOWERS ASSETS I LLC
01	EFT	00010291	04/07/2022	3,950.00	NAJ ENTERPRISES, LLC
01	EFT	00010292	04/07/2022	1,914.96	MALLORY SAFETY & SUPPLY LLC
01	EFT	00010293	04/07/2022	182.35	MCGUIRE BEARING CO
01	EFT	00010294	04/07/2022	1,999.35	MOHAWK MFG & SUPPLY
01	EFT	00010295	04/07/2022	115.93	MOOD MEDIA
01	EFT	00010296	04/07/2022	1,738.33	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00010297	04/07/2022	1,240.00	NAVIA BENEFIT SOLUTIONS
01	EFT	00010298	04/07/2022	2,705.97	PACIFIC POWER PRODUCTS
01	EFT	00010299	04/07/2022	10,289.50	PACIFICA LAW GROUP
01	EFT	00010300	04/07/2022	5,280.00	PAPE KENWORTH NORTHWEST
01	EFT	00010301	04/07/2022	35,933.93	PARAMETRIX ENGINEERING
01	EFT	00010302	04/07/2022	32.83	ROBBLEES TOTAL SECURITY INC
01	EFT	00010303	04/07/2022	268.12	SEATTLE AUTOMOTIVE DIST.
01	EFT	00010304	04/07/2022	13,122.40	SOUTH TACOMA GLASS
01	EFT	00010305	04/07/2022	1,872.22	STANDARD PARTS CORP
01	EFT	00010306	04/07/2022	1,247.07	STAPLES
01	EFT	00010307	04/07/2022	296.37	TACOMA DODGE CHRYSLER JEEP
01	EFT	00010308	04/07/2022	581.45	TACOMA SCREW
01	EFT	00010309	04/07/2022	2,277.90	TECHNICAL SECURITY INTEGRATION
01	EFT	00010310	04/07/2022	15,452.41	THE AFTERMARKET PARTS CO LLC
01	EFT	00010311	04/07/2022	1,084.42	TINY'S TIRE
01	EFT	00010312	04/07/2022	1,512.22	TITUS WILL FORD INC
01	EFT	00010313	04/07/2022	907.50	VEHICLE MAINTENANCE PROGRAM
01	EFT	00010314	04/07/2022	775.18	VIX TECHNOLOGY USA INC
01	EFT	00010315	04/07/2022	5,178.38	WA ST TRANSIT INSURANCE POOL
01	EFT	00010316	04/07/2022	200.24	WAXIE SANITARY SUPPLY
01	EFT	00010317	04/07/2022	6,744.34	WESTERN PETERBILT
01	EFT	00010318	04/07/2022	6.46	WILLIAMS OIL FILTER
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01	EFT	00010320	04/08/2022	83,205.92	GREAT WEST RETIREMENT
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01	EFT	00010324	04/08/2022	5,574.19	WA ST CHILD SUPPORT REGISTRY
01	EFT	00010325	04/11/2022	15,299.14	JENCO DEVELOPMENT
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01	EFT	00010327	04/13/2022	152.21	AMB TOOLS & EQUIPMENT
01	EFT	00010328	04/13/2022	5,481.26	ATWORK! COMMERCIAL ENTERPRISES
01	EFT	00010329	04/13/2022	3,838.12	BATTERY SYSTEMS
01	EFT	00010330	04/13/2022	59.88	BRAUN CORPORATION
01	EFT	00010331	04/13/2022	95,672.67	CONSTRUCT, INC.
01	EFT	00010332	04/13/2022	3,089.44	CTS (CABLING & TECH SVCS)
01	EFT	00010333	04/13/2022	2,885.64	CUMMINS INC
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01	EFT	00010335	04/13/2022	5,006.07	DIAMOND PARKING SERVICES LLC
01	EFT	00010336	04/13/2022	3,589.00	DRUG FREE BUSINESS
01	EFT	00010337	04/13/2022	34,300.00	EDM TECHNOLOGY INC
01	EFT	00010338	04/13/2022	5,005.00	FENCE SPECIALISTS INC
01	EFT	00010339	04/13/2022	157.50	FERGUSON
01	EFT	00010340	04/13/2022	720.00	FIFE MILTON EDGEWOOD CHA
01	EFT	00010341	04/13/2022	733.03	FINISHMASTER, INC
01	EFT	00010342	04/13/2022	1,117.69	GTT COMMUNICATIONS
01	EFT	00010343	04/13/2022	10,381.32	GILLIG LLC
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01	EFT	00010346	04/13/2022	5,552.91	GREAT FLOORS COMMERCIAL SALES
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01	EFT	00010349	04/13/2022	1,200.00	INTERCITY TRANSIT
01	EFT	00010350	04/13/2022	1,269.12	JEFF FORSLUND
01	EFT	00010351	04/13/2022	2,686.87	WESTERN FLUID COMPONENTS
01	EFT	00010352	04/13/2022	128.00	KIMBERLY M ROSCOE
01	EFT	00010353	04/13/2022	416.43	MICHAEL GRIFFUS
01	EFT	00010354	04/13/2022	542.29	MINUTEMAN PRESS
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01	EFT	00010359	04/13/2022	10,095.77	THERMO KING NW INC
01	EFT	00010360	04/13/2022	18,521.00	PHOTOSHELTER
01	EFT	00010361	04/13/2022	5,937.04	QBSI-XEROX
01	EFT	00010362	04/13/2022	3,346.06	QUADIENT FINANCE USA INC
01	EFT	00010363	04/13/2022	431.56	RED WING SHOE STORE
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01	EFT	00010367	04/13/2022	257.46	SOUTH TACOMA GLASS
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01	EFT	00010369	04/13/2022	1,168.02	STAPLES
01	EFT	00010370	04/13/2022	3,195.00	SUPERION LLC
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01	EFT	00010377	04/13/2022	74,119.75	UNITED ENERGY TRADING LLC
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01	EFT	00010379	04/18/2022	78,717.98	US BANK CORPORATE PAYMENT SYST
01	EFT	00010380	04/21/2022	1,297.75	CSCHED
01	EFT	00010381	04/21/2022	2,735.00	A CUSTOMER'S POINT OF VIEW
01	EFT	00010382	04/21/2022	166.05	AIRGAS-NOR PAC INC
01	EFT	00010383	04/21/2022	486.11	ALLSTREAM
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01	EFT	00010386	04/21/2022	2,940.72	BRAVO ENVIRONMENTAL NW INC
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01	EFT	00010388	04/21/2022	319.18	CINTAS FIRE PROTECTION
01	EFT	00010389	04/21/2022	45,511.44	CUMMINS INC
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01	EFT	00010393	04/21/2022	15,300.00	GALLUP INC
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01	EFT	00010395	04/21/2022	22,259.21	GILLIG LLC
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01	EFT	00010398	04/21/2022	1,224.00	JAJ ENTERPRISES, LLC
01	EFT	00010399	04/21/2022	12,009.14	K & L GATES
01	EFT	00010400	04/21/2022	1,055.54	WESTERN FLUID COMPONENTS
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01	EFT	00010403	04/21/2022	924.00	LYTX INC
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01	EFT	00010411	04/21/2022	452.28	NATIONAL AUTO PARTS WAREHOUSE
01	EFT	00010412	04/21/2022	251.34	NEOPART TRANSIT LLC
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01	EFT	00010417	04/21/2022	76.45	PROTERRA INC
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01	EFT	00010419	04/21/2022	581.58	RED WING SHOE STORE
01	EFT	00010420	04/21/2022	121.87	RICK BUMGARNER
01	EFT	00010421	04/21/2022	357.50	ROBBLEES TOTAL SECURITY INC
01	EFT	00010422	04/21/2022	174.28	SARCO SUPPLY
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01	EFT	00010424	04/21/2022	1,775.42	SEATTLE AUTOMOTIVE DIST.
01	EFT	00010425	04/21/2022	4,177.95	SOUND TRANSIT
01	EFT	00010426	04/21/2022	7,922.50	SOUTH SOUND 911
01	EFT	00010427	04/21/2022	1,064.60	STANDARD PARTS CORP
01	EFT	00010428	04/21/2022	545.26	STAPLES
01	EFT	00010429	04/21/2022	97.25	STERICYCLE

01	EFT	00010430	04/21/2022	4,993.30	TACOMA COMMUNITY COLLEGE
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01	EFT	00010432	04/21/2022	1,783.77	TACOMA SCREW
01	EFT	00010433	04/21/2022	7,739.89	TECHNICAL SECURITY INTEGRATION
01	EFT	00010434	04/21/2022	9,459.09	THE AFTERMARKET PARTS CO LLC
01	EFT	00010435	04/21/2022	453.99	TITUS WILL FORD INC
01	EFT	00010436	04/21/2022	25,935.00	TRACKIT, LLC
01	EFT	00010437	04/21/2022	452.98	UNIFIRST CORPORATION
01	EFT	00010438	04/21/2022	2,343.20	WA ST AUDITOR
01	EFT	00010439	04/21/2022	4,180.00	WA ST TRANSIT INSURANCE POOL
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01	EFT	00010442	04/26/2022	1,161,049.87	AWC EMPLOYEE BENEFIT TRUST
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01	EFT	00010445	04/26/2022	14,072.86	NAVIA BENEFIT SOLUTIONS
01	EFT	00010446	04/26/2022	11,262.21	TACOMA EMPLOYEES RETIREMENT SY
01	EFT	00010447	04/26/2022	5,069.90	WA ST CHILD SUPPORT REGISTRY
01	EFT	00010448	04/28/2022	25,742.00	ACI CUSTODIAL INC
01	EFT	00010449	04/28/2022	405.49	AMB TOOLS & EQUIPMENT
01	EFT	00010450	04/28/2022	2,806.53	BATTERY SYSTEMS
01	EFT	00010451	04/28/2022	179.00	BONNIE MITCHELL
01	EFT	00010452	04/28/2022	99.64	BRAUN CORPORATION
01	EFT	00010453	04/28/2022	3,141.96	BRAVO ENVIRONMENTAL NW INC
01	EFT	00010454	04/28/2022	1,657.48	COMMERCIAL BRAKE & CLUTCH
01	EFT	00010455	04/28/2022	28,884.22	CUMMINS INC
01	EFT	00010456	04/28/2022	23,545.69	DLT SOLUTIONS LLC
01	EFT	00010457	04/28/2022	588.94	DRIVELINES NW INC
01	EFT	00010458	04/28/2022	399.76	FINISHMASTER, INC
01	EFT	00010459	04/28/2022	611,288.33	FIRST TRANSIT
01	EFT	00010460	04/28/2022	1,584.83	GENFARE
01	EFT	00010461	04/28/2022	25,204.02	GILLIG LLC
01	EFT	00010462	04/28/2022	1,353.30	GRAINGER
01	EFT	00010463	04/28/2022	171,436.87	HUITT-ZOLLARS INC.
01	EFT	00010464	04/28/2022	128.00	JASON M WHALEN
01	EFT	00010465	04/28/2022	256.00	JOHN G PALMER
01	EFT	00010466	04/28/2022	128.00	JOHN HINES
01	EFT	00010467	04/28/2022	147.83	JOSEPH WEBBER
01	EFT	00010468	04/28/2022	384.00	KIMBERLY M ROSCOE
01	EFT	00010469	04/28/2022	152.49	KLEEN BLAST
01	EFT	00010470	04/28/2022	256.00	KRISTINA WALKER
01	EFT	00010471	04/28/2022	1,497.01	LARSCO INC
01	EFT	00010472	04/28/2022	1,763.12	MALLORY SAFETY & SUPPLY LLC
01	EFT	00010473	04/28/2022	655.49	MOHAWK MFG & SUPPLY
01	EFT	00010474	04/28/2022	4,217.66	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00010475	04/28/2022	12,863.60	OPEN SQUARE
01	EFT	00010476	04/28/2022	5,583.94	PACIFIC POWER PRODUCTS
01	EFT	00010477	04/28/2022	948.12	PROTERRA INC
01	EFT	00010478	04/28/2022	929.32	QUALITY PRESS
01	EFT	00010479	04/28/2022	1,710.34	R E AUTO ELECTRIC
01	EFT	00010480	04/28/2022	145.30	RED WING SHOE STORE
01	EFT	00010481	04/28/2022	37,847.98	REDMON GROUP INC.
01	EFT	00010482	04/28/2022	8,830.80	R.S. MEANS COMPANY LLC
01	EFT	00010483	04/28/2022	32,697.50	SAYBR CONTRACTORS INC
01	EFT	00010484	04/28/2022	31.04	SEATTLE AUTOMOTIVE DIST.
01	EFT	00010485	04/28/2022	68,558.35	SOUND TRANSIT
01	EFT	00010486	04/28/2022	20,972.45	SOUND TRANSIT
01	EFT	00010487	04/28/2022	296.86	STANDARD PARTS CORP
01	EFT	00010488	04/28/2022	3,698.92	STAPLES
01	EFT	00010489	04/28/2022	6,272.00	SUMMIT LAW GROUP PLLC
01	EFT	00010490	04/28/2022	2,115.00	SUPERION LLC
01	EFT	00010491	04/28/2022	4,822.46	TACOMA DODGE CHRYSLER JEEP
01	EFT	00010492	04/28/2022	610.65	TACOMA SCREW
01	EFT	00010493	04/28/2022	17,654.97	THE AFTERMARKET PARTS CO LLC
01	EFT	00010494	04/28/2022	3.88	UNIFIRST CORPORATION
01	EFT	00010495	04/28/2022	734.91	VEHICLE MAINTENANCE PROGRAM
01	EFT	00010496	04/28/2022	1,614.14	WESMAR
01	EFT	00010497	04/28/2022	3,333.31	WESTERN PETERBILT
01	EFT	00010498	04/28/2022	251.90	WHELEN ENGINEERING CO INC

Total Payments

\$4,827,734.21

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

April 11, 2022

CALL TO ORDER

Chair Campbell called the regular board meeting to order at 4:01 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 announced that the first item of business on today's agenda is for the Board to recess into Closed Session for approximately 10 minutes to discuss labor negotiations pursuant to RCW 42.30.140(b). This portion of the meeting will be closed to the public. (*Commissioners Woodards, Mello, and Keel joined the meeting at approximately 4:03 p.m.*)

Chair Campbell recessed the regular meeting into closed session from 4:03 to 4:13 p.m., pursuant to RCW 42.30.140(b).

It was announced that the closed session meeting would be extended from 4:13 to approximately 4:24 p.m.

RECONVENE BACK TO OPEN SESSION

Chair Campbell reconvened the regular meeting at 4:24 p.m.

PRESENTATIONS

1. **Honoring Jerome Micks for Operator of the Month for March 2022;** presentation by Scott Gaines, Transportation Assistant Manager

Mr. Gaines honored Operator Jerome Micks for being selected Operator of the Month for March 2022. He noted that Mr. Micks has been an operator since 2018, has an outstanding driving record, provides excellent customer service, and conducts himself with high integrity and a positive attitude.

On behalf of the Board, Chair Campbell congratulated Mr. Micks.

DISCUSSION/REVIEW

1. **Biennial Fare Review;** presentations by Alicia Bradshaw, Senior Planner, and Lindsey Sehmel, Principal Planner -Scheduling

Ms. Bradshaw conducted the Biennial Fare Review and reviewed the agency's current fare structures for Adult Fixed Route and SHUTTLE/Paratransit services and related fare policy. She noted that during the review process in 2021 the Board requested that the fare review policy be reviewed again in 2022. She reviewed Pierce Transit's fare box recovery goal and actual fare recovery percentages.

Ms. Bradshaw noted that the SHUTTLE fare is currently lower than the adult fixed route rate and the overall goal of Pierce Transit is to have parity in fares. She reviewed the fare cost structures of peer transit agencies, noting that Pierce Transit's fares are lower than most of our peer agencies.

Ms. Bradshaw discussed the funding that Pierce Transit would be eligible to receive from the Move Ahead Washington Transportation Package if the agency adopts a policy that allows youth 18 years of age and younger to ride free of charge on all modes.

She proposed that Pierce Transit could also adopt ORCA LIFT (a reduced fare for income-eligible residents) as another fare category. She gave a high-level overview of the program requirements and administrative process to operate the program. She noted that estimated revenue loss to Pierce Transit if were to implement ORCA LIFT would be roughly \$1 million/year and reported that Pierce Transit is the only transit agency in the Puget Sound region that does not offer ORCA LIFT.

Ms. Bradshaw reviewed the various fare policies that Pierce Transit offers that would be impacted by the Youth Ride Free and ORCA LIFT programs.

Ms. Bradshaw reviewed the timeline for the implementation of the Youth Ride Free policy. She noted that staff met with the Community Transportation Advisory Group (CTAG) to review the agency's current fare structure prior to the Move Ahead Washington legislation that was recently passed. She detailed CTAG's sentiment about the ORCA LIFT program and also noted that they were concerned that an increase in fares could hurt ridership.

A lengthy question and answer period ensued on the following topics:

- Impact to standing programs and fares should ORCA LIFT be implemented
- Youth Ride Free grant program and how the monies will be allocated
- Parity of fares
- farebox recovery rate

At the end of the discussion, the Board directed staff to develop an ORCA LIFT policy, noted their support for implementing a policy for youth 18 and younger to ride free; directed staff to align and give an analysis of an appropriate farebox recovery goal with the analysis to also include an increase in fares assumption.

Chair Campbell also requested if Pierce Transit could conduct a one-day fare free pilot project and do an analysis what that would look like.

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 Roscoe and Walker **moved** and seconded to approve the consent agenda as presented.

Motion **carried**, 9-0.

1. Approval of Vouchers, March 1, 2022 – March 31, 2022
Operating Fund #10
Self-Insurance Fund #40
Capital Fund #90
Payment Nos. 377976 through 378202
Wire Nos. 9972 through 10276
No Advance Travel Checks
Total \$9,556,267.46
2. Approval of Minutes: March 14, 2022, regular meeting.

3. Report of 2022 Q1 Contracts Executed Over \$100K and Sole Source Report
4. FS 2022-013, Authorize amending the 2022 Capital Project to add additional funds to the Building 4 Lobby Hardening Project budget, project no. 618, in the amount of \$48,980 for a total new project budget of \$150,523.
5. FS 2022-014, Authorize the Chief Executive Officer to Execute Contract No. 1418, a multi-year, sole source Maintenance and Support Agreement with Trapeze, Inc., for maintenance of the Enterprise Asset Management software system in the amount of \$495,785.

ACTION AGENDA

1. **FS 2022-015, Authorize the Chief Executive Officer to Execute a Station Naming Rights Agreement, Contract No. 1328, with Pacific Lutheran University for a Pair of Curbside Bus Rapid Transit Stations on Pacific Avenue Between Garfield Street and S. 121st Street; and**
2. **FS 2022-016; Authorize the Chief Executive Officer to Execute Amendment No. 2 in the amount of \$492,200.06 with The Superlative Group, Contract No. PT-59-19, for Procuring Pacific Lutheran University's Station Naming Rights Agreement, for a new Total Contract Amount of \$3,826,808.99; presentation by Kathy Walton, Marketing Supervisor**

Ms. Walton provided one presentation for FS 2022-015 and 016. She noted that the proposed agreement was procured by the Superlative Group. She reviewed the work that Superlative has engaged with to procure naming rights and gave a high-level overview of their experience. She reviewed the terms and conditions of the Pacific Lutheran University agreement and reviewed the anticipated revenue that would be collected over 25 years. She showed a mock-up of the station sponsorship name on the BRT Stream system. She reported that PLU's president had to leave the meeting early and read the president's comments of support of the project into the record.

She reviewed the contract terms of the superlative group agreement for the procurement of the PLU contract. She noted that future sponsorships will trigger additional contract amendments. She noted that there was a typo on page 52 of the packet noting that the overall end number of \$215,085.34 is correct

FS 2022-015 - Commissioners Woodards and Keel **moved** and seconded to authorize the Chief Executive Officer to execute a Station Naming Rights Agreement, Contract No. 1328, with Pacific Lutheran University for a pair of curbside Bus Rapid Transit stations on Pacific Avenue Between Garfield Street and S. 121st Street.

The motion **carried**, 9-0.

FS 2022-016 – Commissioners Keel and Roscoe **moved** and seconded to authorize the Chief Executive Officer to execute Amendment No. 2 in the amount of \$492,200.06 with The Superlative Group, Contract No. PT-59-19, for procuring

Pacific Lutheran University's Station Naming Rights Agreement, for a new total contract amount of \$3,826,808.99.

The motion **carried**, 9-0.

3. **FS 2022-017, Approve Resolution No. 2022-004, Authorizing the Chief Executive Officer to Enter into and Execute the Collective Bargaining Agreement with the International Association of Machinists and Aerospace Workers AFL-CIO, District Lodge 160, Local 297, in Substantially the Same Form as Exhibit A for the Period of January 1, 2022, Through December 31, 2023;** presentation by Armand Tiberio, Labor Relations

Mr. Tiberio reported that the agency reached a tentative agreement with the union. He gave a high-level overview of the new terms of the agreement and reported that the union membership mostly consists of Public Safety Officers. He noted that the primary basis for the contract structure is to retain and attract employees and to provide a professional career path.

Commissioners Palmer and Hines **moved** and seconded to approve Resolution No. 2022-004, authorizing the Chief Executive Officer to enter into and execute the Collective Bargaining Agreement with the International Association of Machinists and Aerospace Workers AFL-CIO, District Lodge 160, Local 297, in substantially the same form as Exhibit A for the period of January 1, 2022, through December 31, 2023.

Motion **carried**, 9-0.

4. **FS 2022-018, Authorize the Chief Executive Officer to Increase the Master Contract Authority Amount by \$12,900,000 with Huitt-Zollars, Inc., Contract No. PT-04-18, for Planned and Budgeted Architectural and Engineering Design and Construction Support Services for the Base Master Plan Implementation Project for a new Master Contract Amount of \$22,545,840.76;** presentation by Doug Dickinson, Sr. Project Manager

Mr. Dickinson presented on the item and gave an overview on the progression of the base master plan project and reacquainted the commissioners with the various facilities within the base, noting that the existing infrastructure was developed in the 80s and it no longer meets the current and future needs of the agency. He reviewed the phases of the project that are budgeted within the six-year budget. (*Commissioner Woodards left the meeting at 5:26 p.m.*)

He reviewed the cost control measures that the agency uses to control costs and noted that there are cost escalations due to supply chain issues and other economic factors that are impacting project costs nationally.

He reviewed the task order history for the contract and reiterated that the additional costs and scope are planned and budgeted.

Mr. Dickinson answered questions relating to contract costs and noted that the design has changed since originally conceived.

Commissioner Roscoe requested a study session to be scheduled or the opportunity to meet with staff about this project to obtain a better understanding of the project, project phases, and the stopping points of the project.

Commissioners Keel and Hines **moved** and seconded to authorize the Chief Executive Officer to Increase the Master Contract authority amount by \$12,900,000 with Huitt-Zollars, Inc., Contract No. PT-04-18, for planned and budgeted Architectural and Engineering Design and Construction Support Services for the Base Master Plan Implementation Project for a new master contract amount of \$22,545,840.76.

Motion **carried**, 8-0.

- 5. FS 2022-019, Authorize the Chief Executive Officer to Increase the Contract Amount for WSP USA, Inc., Contract No. PT-105-18, by \$2,939,000 for a new Contract Amount of \$21,323,346 to Provide Additional Architectural and Engineering Services for the Bus Rapid Transit Pacific Avenue/State Route 7 Project;** presentation by Sean Robertson, Sr. Construction Project Manager

Mr. Robertson presented on the item and reviewed the work that WSP will provide under this contract amendment and noted that staff has been working on ways to increase the project timeline. He noted that additional funds will be requested from the Board in the future to reach 100 percent design work completion.

He reviewed the work and experience that WSP has designed throughout the U.S. and the work and experience of DKS, who has provided traffic modeling. He noted he has complete confidence in the team. He reviewed key changes that have occurred over the last year, noting that the Board has received updates.

Mr. Robertson reported that the median bus lanes were eliminated on 56th Street in Tacoma recently, and he noted that the planned improvements to 56th Street impacted the businesses in that area and so they were removed because of that. He provided a Traffic Impact Analysis (TIA) timeline update, noting that staff continues to look to increase efficiencies, but estimates completion of the TIA is still approximately one year out. He reported that there is \$37 million funding gap to complete the project.

CEO Mike Griffus provided an update on the project and noted the project is moving forward and the partners are focused on efficiencies and saving time and money. He reported that he assigned Jim Dugan from Parametrix as the head project manager for this project, and Mr. Dugan has a lot of experience working with the City of Tacoma and moving projects.

CEO Griffus reported that Pierce Transit will be requesting additional funds from the Federal Transportation Administration without having to rewrite the project and the agency will be asking for additional monies than what was originally funded.

Commissioners Hines and Palmer **moved** and seconded to authorize the Chief Executive Officer to increase the contract amount for WSP USA, Inc., Contract No. PT-105-18, by \$2,939,000 for a new contract amount of \$21,323,346 to provide additional Architectural and Engineering services for the Bus Rapid Transit Pacific Avenue/State Route 7 Project.

Motion **carried**, 8-0.

STAFF UPDATES

1. Bus Rapid Transit (BRT) Update

CEO Griffus provided the BRT update under FS 2022-019.

2. CEO'S Report

CEO Mike Griffus reported on the following items:

- Provided an update on the bus shelter project, noting the pilot project is moving forward. The CTAG reviewed the bus shelters at their February meeting. They identified six locations for the prototype bus shelters to be installed and tested. The bus shelter prototypes will be installed at various locations for input, with a recommendation from the CTAG expected late Q3/Q4 of this year.

Vice Chair Walker reported that she has received bus shelter design examples from customers and will forward them to staff.

- Provided an update on the public safety model, noting the agency received five private security proposals and staff is in the process of evaluating and scoring the firms. The contract is expected to be awarded at the May 9 board meeting.

The City of Tacoma Police Department has indicated that they are unable to contract with Pierce Transit.

- The Government Finance Officers Association (GFOA) awarded Pierce Transit the Certificate of Achievement for Excellence in Financial Reporting for its 2020 Financial Report. He thanked the finance and budget teams for the good work they do.
- Reported that he just returned from the APTA CEO Conference in Denver and reviewed the conference topics that were relevant. He thanked the board for giving him the opportunity to attend the conference.

INFORMATIONAL BOARD ITEMS

1. Chair's Report

- The next Service Delivery and Capital Committee meeting will be held Thursday, April 21, 2022, at 3:00 p.m.
- **Consideration to Initiate a Ballot Measure to Increase the Sales Tax Collection Rate**

Chair Campbell noted the board has visited this topic the last few years and he does not think it is a good year to go out for a ballot measure given the current economic conditions.

Vice Chair Walker agreed that it is not a good time to go out to ballot given all the unknowns of the economy.

2. Sound Transit Update

Commissioner Keel gave a brief update on the Sound Transit CEO search process and noted that the candidate pool is being narrowed down to the top finalists. More than likely Pierce Transit and other community stakeholders will have a role in the final selection process.

3. Puget Sound Regional Council Transportation Policy Board Update

Vice Chair Walker provided an update, noting the board is working hard to finalize the Regional Transportation Plan and working through the various amendments of the plan. The final plan is expected to go to the board in May.

4. Commissioners' Comments

No comments were provided.

EXECUTIVE SESSION

There was no executive session

ADJOURNMENT

Commissioners Hines and Walker **moved** and seconded to adjourn the at 6:24 p.m.

Motion **carried**, 8-0.

Deanne Jacobson
Clerk of the Board

Marty Campbell, Chair
Board of Commissioners

Handouts provided: 2021 Q4 Financial Report

TITLE: Authorize the Chief Executive Officer to Increase the Spending Authority for Lease Agreement No. 1424 with Jenco Development Company, LLC, for the Property Located at 104th Street Court South in Lakewood

DIVISION: Service Delivery & Support

SUBMITTED BY: Adam Davis, Executive Director of Maintenance

RELATED ACTION:

Resolution 99-062, Ratifying the Lease Agreement for Property at 104th Street Court South for Specialized Transportation Service.

Resolution 04-006, Authorizing Renewal of the Lease Agreement for Property at 104th Street Court South with Jenco Development Company, LLC.

FS 2018-057, Authority to Enter into and Execute a Lease Agreement for Property at 104th Street Court South in Lakewood with Jenco Development Company, LLC.

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Financial

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number:

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Current Spending Authority	\$ 786,973.20	The increase amount is to cover triple net (NNN) lease charges through the term of Lease Agreement No. 1424 that were inadvertently not calculated under the lease agreement that was authorized by FS 2018-057.
Increase Authority Amount	\$ 115,000.00	
Total Authorized Amount	\$ 901,973.20	

BACKGROUND:

Pierce Transit provides specialized transportation services for disabled passengers that are unable to use fixed-route service. A portion of the service is provided by a contractor using Pierce Transit vehicles. Pierce Transit has been leasing office, maintenance, fueling and parking space for the contract service provider at this location since 1999.

A renewal of the lease agreement with Jenco Development Company, LLC, for property at 104th Street Court South was executed on July 10, 2018, for an additional five (5) year term with an effective date of July 1, 2018, and ending on June 30, 2023. Included in the Lease Agreement is the triple net charges. It is Pierce Transit's responsibility to make monthly estimated triple net payments, and monthly estimated triple net payments will be reconciled with actual costs at the end of each calendar year. Estimated triple net charges were inadvertently not included in the current total

contract expenditure amount that was approved by the Board on July 9, 2018; and, therefore, an increase to the spending authority is needed to cover the costs through the term of the current lease agreement.

STAFF RECOMMENDATION:

Staff recommends authorization to increase the spending authority for Jenco Development Company, LLC, Lease Agreement No. 1424 for property at 104th Street Court South in Lakewood, WA.

ALTERNATIVES:

Reject the increase to the spending authority for Lease Agreement No. 1424 with Jenco Development Company, LLC. This would result in Pierce Transit being in breach of the terms of the Lease Agreement.

PROPOSED MOTION:

Move to: Authorize 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.

TITLE: Ratifying the Memorandum of Agreement Between Pierce Transit and the Amalgamated Transit Union (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

DIVISION: Administration

SUBMITTED BY: Amy Cleveland, Executive Director of Administration

RELATED ACTION:

Resolution No. 2021-020, authorizing the Chief Executive Officer to enter into and execute the Collective Bargaining Agreement with the Amalgamated Transit Union, Local 758, for the period covering January 1, 2021 through December 31, 2023 in substantially the same form as presented in Exhibit A.

ATTACHMENTS: Proposed Resolution
 Exhibit A, Executed MOA

RELATION TO STRATEGIC PLAN: Employee

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: 2022-2023 ATU CBA

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Local Amount	\$ \$35,000	Due to the number of vacancies, the overall impact to the budget is likely to be minimal, but up to approximately \$35,000 annually.
Grant/Other Amounts	\$	
Total Expenditure	\$ \$35,000	

BACKGROUND:

The current Collective Bargaining Agreement (CBA) between Pierce Transit and the ATU covers 2021-2023. In an effort to address the shortage of Operators, on April 27, 2022, the parties reached agreement to increase the wage rate of the Transit Operator Trainee classification from \$23.37/hour to \$25.29/hour.

Labor Relations staff briefed the Board in closed session at the March 14, 2022 meeting, and the parties have subsequently met and agreed to the wage in the Memorandum of Agreement as referenced in Exhibit A, subject to Board approval, and which specifically states:

- Transit Operator Trainee was rate will be increased to \$25.29/hour effective May 2, 2022. Effective the pay period which includes January 1, 2023, the Transit Operator Trainee wage rate will be increased to \$25.92 (2.5%).
- The change will be effective for the duration of the 2021-2023 CBA.

STAFF RECOMMENDATION:

Approve Resolution 2022-005, ratifying the Memorandum of Agreement executed April 27, 2022, between Pierce Transit and the ATU increasing the Transit Operator Trainee wage rate as presented in Exhibit A through December 31, 2023.

ALTERNATIVES:

The alternative is to reject the proposed wage rate change. This could hinder the current effort to attract and retain Transit Operators, to fill vacancies, and ultimately impact service levels.

PROPOSED MOTION:

Move to: Approve 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.

RESOLUTION NO. 2022-005

1 A RESOLUTION of the Board of Commissioners of Pierce Transit Ratifying the Memorandum of Agreement
2 Between Pierce Transit and the Amalgamated Transit Union Local 758 Increasing the Wage Rate for the Transit
3 Operator Trainee Classification and Memorializing Other Conditions, Effective for the Duration of the 2021-
4 2023 Collective Bargaining Agreement
5

6 WHEREAS, the Collective Bargaining Agreement (CBA) between Pierce Transit and the Amalgamated
7 Transit Union (ATU) Local 758 sets forth wages and conditions for covered employees; and

8 WHEREAS, the Board of Commissioners approved Resolution No. 2021-020 on December 13, 2021,
9 authorizing the terms and conditions set forth in the Amalgamated Transit Union Local 758 Collective
10 Bargaining Agreement for the period of May 2, 2022, through December 31, 2023; and

11 WHEREAS, since approval of the current CBA, Pierce Transit and the ATU entered discussions to
12 increase the wage rate for the Transit Operator Trainee to address operator shortages and to support the
13 agency's initiatives to attract and retain transit operators, and to memorialize other conditions; and

14 WHEREAS, the parties have agreed upon a new wage rate and other conditions as presented in the
15 Memorandum of Agreement attached hereto as Exhibit A, subject to Board approval, for the new Transit
16 Operator Trainee classification of \$25.29 per hour effective May 2, 2022 and \$25.92 per hour effective the
17 pay period which includes January 1, 2023, effective for the duration of the 2021-2023 Collective Bargaining
18 Agreement; and

19 WHEREAS, the Chief Executive Officer recommends that the Board of Commissioners ratify the
20 Memorandum of Agreement that was executed on April 27, 2022, and approve Transit Operator Trainee wage
21 rate increase as it addresses the operator shortage and support the agency's initiatives to attract and retain
22 transit operators.

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

24 Section 1. The Board of Commissioners of Pierce Transit hereby ratifies the Memorandum of
25 Agreement executed on April 27, 2022, between Pierce Transit and ATU Local 758, as presented in Exhibit
26 A, increasing the wage rate for the Transit Operator Trainee classification and memorializing other
27 conditions, effective for the duration of the 2021-2023 Collective Bargaining Agreement.

28 Section 2. All other terms and conditions of the Collective Bargaining Agreement shall remain the
29 same.
30

1 ADOPTED by the Board of Commissioners of Pierce Transit at their regular meeting thereof held on the 9th
2 day of May 2022.

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PIERCE TRANSIT

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Marty Campbell, Chair
Board of Commissioners

11 ATTEST/AUTHENTICATED

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Deanne Jacobson, CMC
Clerk of the Board



Memorandum of Agreement
by and between

Amalgamated Transit Union Local 758, AFL-CIO (Union) and

Pierce County Public Transportation Benefit Area Authority Corporation (Employer)

Regarding: Selective Transit Operator Wage Rates

This Memorandum of Agreement (MOA) is a result of ongoing discussions between the parties to improve the recruitment and retention of Transit Operators with the Employer.

As a result of those discussions, the parties agree to the following changes to the 2021-2023 Collective Bargaining Agreement:

1. Effective May 2, 2022 the Transit Operator Trainee Step 1 wage rate will be increased to \$25.29. Effective at the start of the pay period which includes January 1, 2023 the Transit Operator Trainee Step 1 wage rate will be increased to \$25.92.
2. Trainees who move up to Transit Operator will be placed at Step 1 of the Transit Operator wage scale. They will be eligible for step increase to Step 2 upon completion of one year as a Transit Operator, and annually thereafter.
3. Transit Operators who are at Step 1 of the Transit Operator wage scale as of May 1, 2022 will move to Step 2 of the Transit Operator wage scale effective May 2, 2022. It is understood that completion of an employee's probationary period will not be used for movement to Step 3. Rather, for all Transit Operators affected by this change, subsequent Step increases will be completed on an annual basis from the date of move up to Transit Operator.
4. The above listed changes will stay in effect for the duration of the 2021-2023 CBA.
5. A part of this MOA is a mutual understanding on how the June 2022 Shake-Up will be conducted. The parties further agree to meet prior to the September Shake-Up to assess the effectiveness of the June Shake-Up and to make any adjustments deemed necessary.

Agreed this 27th day of April, 2022

For the Employer:

For the Union:



Amy Cleveland

Amy Cleveland
Executive Director, Administration



Isaac Tate
ATU Local 758 President/Business Agent





Action Agenda

TITLE: 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

DIVISION: Service Delivery & Support

SUBMITTED BY: Rod Chandler, Emergency Management Administrator

RELATED ACTION: N/A

ATTACHMENTS: Exhibit A, Scope of Work

RELATION TO STRATEGIC PLAN: Customer

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: 1395 Private Security Services

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Local Amount	\$ 8,650,254	Execute a 5-year contract with Allied Universal Security Services for private security in the PTBA. The contract spending authority includes a 5% annual increase and a 10% overall contingency.
Contingency	\$ 865,025	
Total Expenditure	\$ 9,515,279	

BACKGROUND:

In support of Pierce Transit’s new public safety model, Staff seeks authority to enter into and execute a contract with Allied Universal Security Services due to the reduction of patrol officers from the Pierce County Sheriff Department (PCSD). This loss of coverage in the Pierce Transit boundary would leave Pierce Transit with a decreased public safety presence throughout the Pierce Transit system. This contract will allow the agency to maintain public safety coverage starting in July 2022 when the reduction in patrol officers from the Pierce County Sheriff’s contract is realized.

Primary transit facilities and routes covered will be in the following areas by Allied Universal are as follows:

- Tacoma Mall Transit Center Saturday – Sunday 4am – 12am
- Tacoma Community College Transit Center - Sunday 4am – 12am
- Commerce Transit Center - Sunday 4am – 12am
- 72nd St Transit Center - Sunday 4am – 12am

Staff released a Request for Proposals for Security Services in early March. The agency received five bids which were evaluated and scored by an internal Pierce Transit team. Allied Universal Security Services scored the highest.

STAFF RECOMMENDATION:

Staff recommends the approval of the contract with Allied Universal Security Services.

ALTERNATIVES:

Do not approve the contract. This is not recommended as the agency needs a public safety presence throughout the Pierce Transit boundary. There is no identified solution if this contract is not approved.

PROPOSED MOTION:

Move to: Authorize 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.

TITLE: 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

DIVISION: Service Delivery & Support

SUBMITTED BY: Mike Griffus, Chief Executive Officer

RELATED ACTION: N/A

ATTACHMENTS: Exhibit A, Proposed ILA

RELATION TO STRATEGIC PLAN: Customer

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: N/A

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Contract Amount	\$ 1,957,116	Execute an ILA with the City of Puyallup Police Department for Law Enforcement Services within the City of Puyallup city limits. A contingency of \$293,000 has been added to cover for officer overtime.
Contingency	\$ 293,000	
Total Expenditure	\$ 2,250,116	

BACKGROUND:

In support of Pierce Transit’s new public safety model and in response to the impending removal of patrol officers from the Pierce County Sheriff’s contract beginning July 2022, staff seeks authority to enter into an Interlocal Agreement with the City of Puyallup Police Department for Law Enforcement Services beginning May 2022 through May 2027. The proposed service level is described in Exhibit A of the proposed ILA agreement, which is attached as Exhibit A.

The Agreement provides for two (2) Police Officers, and the service area will include the South Hill Mall Transit Center, the Puyallup Sounder Station and Pierce Transit vehicles, bus routes, bus stops, facilities and properties located within the City of Puyallup. The cost of service is detailed in Exhibit B of the ILA and as shown below:

Effective Date through May 2027			
Service	Per Year Cost	Years	Cost
Two (2) Police Officers	\$333,720.00	5	\$1,668,600.00
Monthly Cost			
Item	Monthly Cost	Months	Total
Officers	\$27,810*	60	\$1,668,600*

FACT SHEET
PAGE 2

Vehicles & Equipment	\$3,608.61	60	\$216,516.60
Hiring of Police Officers	\$1,200	60	\$72,000.00
Total for Full Term of the Agreement (Five (5) Years):			\$1,957,116.60

STAFF RECOMMENDATION:

Staff recommends the approval of the ILA with the City of Puyallup Police Department for Law Enforcement Services.

ALTERNATIVES:

Do not approve the proposed ILA. This is not recommended as Law Enforcement Services from Puyallup Police Department are needed throughout the Pierce Transit System within the City limits of Puyallup.

PROPOSED MOTION:

Move 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.

AGREEMENT
BETWEEN PIERCE TRANSIT AND CITY OF PUYALLUP
RELATING TO LAW ENFORCEMENT SERVICES

This AGREEMENT (“Agreement”) is entered into by and between **PIERCE COUNTY PUBLIC TRANSPORTATION BENEFIT AUTHORITY**, a municipal corporation of the State of Washington (“Pierce Transit”) and the **CITY OF PUYALLUP**, a political subdivision of the State of Washington (“City”) (together, “Parties”) as follows:

WHEREAS, Pierce Transit has requested the City provide certain Law Enforcement Services to Pierce Transit; and

WHEREAS, the City has the resources necessary through the Puyallup Police Department to provide Law Enforcement Services to Pierce Transit; and

WHEREAS, Pierce Transit seeks to enter into an agreement with the City for Law Enforcement Services to support Pierce Transit's system; and

WHEREAS, the Parties intend that the City be reimbursed, as early as possible, for its cost of providing Law Enforcement Services to Pierce Transit and that there shall be neither profit nor subsidy in the rates for such services.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, it is mutually agreed by and between Pierce Transit and the City as follows:

1. **PURPOSE.**

The purpose of this Agreement is for the City to provide Pierce Transit with Law Enforcement Services through the Puyallup Police Department.

2. **SCOPE OF PERFORMANCE.**

The City will provide Law Enforcement Services as described below within the Pierce Transit service area within the City of Puyallup at the level described in Exhibit A attached here to and incorporated herein by this reference, and at the cost described in Exhibit A. The City shall coordinate with Pierce Transit to maximize coverage and efficiency in utilization of officer assignments. Patrol officer positions shall be filled utilizing trained and fully commissioned police officers. The City is to provide sworn police services dedicated to Pierce Transit. Patrol and enforcement services will constitute the first response for the enforcement of state and local law throughout Pierce Transit's system within the City of Puyallup. As used herein, "patrol services" means reactive patrol to respond to Pierce Transit's staff, customers and business calls for services, proactive patrol to prevent and deter criminal activity at Pierce Transit facilities and throughout Pierce Transit operations within the City of Puyallup, and other lawful law enforcement assignments Pierce Transit deems necessary after approval by the City. Police Officers will be selected and supervised by the Puyallup Police Department. Pierce Transit may participate and provide input into the selection process.

Service provided by the City will be as is generally described below:

- a. **Number of Officers:** The City will provide two (2) officers per day, Monday through Friday, one (1) officer per shift, per day to support this Agreement. Pierce Transit acknowledges the City intends to hire two (2) police officers to back-fill the officer positions assigned to Pierce Transit and further acknowledges the hiring and training process can take up to five (5) months. Pierce Transit further acknowledges the Puyallup Police officers assigned to Pierce Transit will assume transit duties upon successful back-fill of the two newly hired police officers. The City intends to commence hiring as soon as possible upon approval of this agreement by the governing body for Pierce Transit and the City of Puyallup.
- b. **Hours and dates to be worked:** Pierce Transit requires services to cover two (2) shifts, one from 0700 to 1500, and one from 1500 to 2300 each day, Monday through Friday. Hours and dates of service may be changed as deemed necessary by either party and as agreed upon between the City's Chief of Police and Pierce Transit's Public Safety Chief.
- c. **Specific location of service:** As requested by Pierce Transit, subject to the approval of the City's Chief of Police or designee. Pierce Transit requests service at the South Hill Mall Transit Center, the Puyallup Sounder Station and Pierce Transit vehicles, bus routes, bus stops, facilities and properties located within the City of Puyallup.
- d. **Duty of Officers:** The officers assigned to support Pierce Transit pursuant to this Agreement ("Pierce Transit duty") shall provide Law Enforcement Services for and at various Pierce Transit stations, vehicles, bus routes, bus stops, facilities and properties located within the City of Puyallup. Law Enforcement Services shall include but are not limited to addressing issues of safety and security, responding to calls for service, conducting criminal investigations, making arrests, writing official reports, and issuing exclusion orders as well as monitoring activities at or on various Pierce Transit stations, vehicles, bus routes, bus stops, facilities, properties, and parking lots within the City of Puyallup. Law Enforcement Services also include working to ensure the safety and security of the patrons, employees, staff and visitors to the various Pierce Transit stations, vehicles, bus routes, bus stops, facilities and properties located within the City of Puyallup. Puyallup Police Department officers are expected to be at Pierce Transit locations serving as a visual deterrent and liaison to the patrons and employees for a majority of the work shift. These services shall be provided in full uniform and shall be accompanied by a marked or other authorized City of Puyallup police vehicle. Puyallup Police Department officers may assist with patrol duties within the City of Puyallup when necessary, such as back-up for other officers, assisting with in-progress priority calls for service, or assisting with a call for service near a transit location. It is expected that the first priority of Puyallup Police Department officers assigned as transit police officers is to serve the Pierce Transit system within the City of Puyallup, but both Pierce Transit and the City of Puyallup agree to allow transit officers to assist with other police services in the City when available and appropriate if necessary.

It is the expectation of the Parties that the officers scheduled for a pre-determined shift will be present to complete his/her shifts, except for the following circumstances: Agency callback, family emergency, personal illness/injury, training, court appearances, and vacation all of which will be considered excused. If officers are unable to be present for a Pierce Transit duty shift for any reason, the officers will make appropriate notification to

Puyallup Police Department management and the police department will cover transit duties via regular on duty police officers at no cost to Pierce Transit. If the City is unable to cover a Pierce Transit duty shift with an officer, Puyallup Police Department management shall immediately notify the Pierce Transit Public Safety Chief. If an officer is out on leave for longer than 30-days the Puyallup Police Department will make every effort to provide an officer to backfill the vacant officer position or a credit will be provided to Pierce Transit as described in section 5d.

- e. The City shall furnish and supply all necessary personnel, supervision, equipment, uniforms, communication equipment, vehicles and supplies necessary to maintain the level of service to be rendered hereunder and shall pay all salaries and employee benefits and other costs in connection therewith.
- f. The City shall maintain all records relating to the administration of this Agreement and staffing for same, provided that Pierce Transit shall have access to all records (excluding personnel records) relating to this Agreement and/or Law Enforcement Services provided to Pierce Transit upon request.
- g. When working pursuant to this Agreement, Puyallup Police Department officers will monitor and respond to radio calls for service within the City of Puyallup that originate from Pierce Transit. Pierce Transit will designate a Primary Talk group that officers will listen to and respond to calls for service.

3. ADMINISTRATION OF PERSONNEL.

All City personnel assigned to Pierce Transit shall be employed by the City and governed by the City and Puyallup Police Department laws, rules, policies and collective bargaining agreements. Recruitment, replacement, and performance of all personnel shall be in accordance with such City laws, rules, policies, and agreement; provided, however, that Pierce Transit may communicate performance concerns of City personnel to the City. Any assignment or re-assignment of personnel will be in the sole discretion of the City's Chief of Police or designee.

4. COMMUNITY IDENTITY.

The Puyallup Police Department will maintain a uniform for its officers. Pierce Transit acknowledges that officers assigned to Pierce Transit duty shall retain the uniform of the Puyallup Police Department; however, the City agrees that officers assigned to Pierce Transit duty may wear additional identification in the nature of a pin, patch, or other like identification indicating affiliation with Pierce Transit. The nature and design of any additional identification will be determined jointly by the Puyallup Police Department and Pierce Transit and provided to Puyallup Police Department by Pierce Transit.

Patrol vehicles that are assigned to Pierce Transit duty shall display the identification and other logo of Pierce Transit. Additionally, the vehicles will indicate that they are Puyallup Police Department vehicles with appropriate law enforcement markings. The form of identification will be determined jointly by the Puyallup Police Department and Pierce Transit and provided at Pierce Transit's expense. In the event Pierce Transit requests that the patrol cars be a different color than ordinarily used by Puyallup Police Department, the City will make reasonable efforts to accommodate

Pierce Transit's request in accordance with the City's vehicle replacement schedule.

5. AGREEMENT TERM, EXTENSION AND TERMINATION.

- a. The term of the Agreement shall commence on May 17, 2022 ("Effective Date") and extend through May 31, 2027 ("End Date"), unless the termination process outlined herein is invoked. Any extension or amendment must be in writing and agreed to by the Parties
- b. Process for Termination: If either party desires to terminate or not renew/extend the Agreement prior to the End Date, that party shall provide eighteen months advance written notice of termination prior to termination or non-renewal. Once notice of termination or non-renewal is given, the parties shall work together to develop a transition plan, which shall be established no later than sixty (60) days prior to the effective date of the termination or non-renewal and shall provide for an orderly transition of police service responsibilities from the City to Pierce Transit.
- c. Option to Purchase Vehicles. At the termination of this Agreement, Pierce Transit shall have the option to purchase the City owned vehicles assigned to officers for Pierce Transit at the then-existing undepreciated value of those vehicles.
- d. The city shall provide a credit based on the amount set forth in Exhibit A for any budgeted position vacated after 30 consecutive days.

6. COST REIMBURSEMENT.

Pierce Transit shall fully reimburse the City for all Law Enforcement Services furnished under this Agreement as set forth in Exhibit A, Cost Exhibit. Pierce Transit also shall reimburse the City for monthly vehicle and equipment costs and a monthly administrative fee for the hiring of police offers, also as set forth in Exhibit A. Overtime incurred by transit officers at the request of Pierce Transit, subject to the approval of Pierce Transit's Public Safety Chief or Public Safety Command Duty Officer shall be reimbursed by Pierce Transit. PAYMENT.

The City shall invoice Pierce Transit on or about the 25th of the month following completion of the Law Enforcement Services and include detailed service information, including officer name and actual service hours. Payment shall be made by a check payable to the City of Puyallup and sent to the City within thirty (30) calendar days after receipt of an approved invoice. Payments will include City receiving a processing fee of \$10.00 per month. Payments to the City that are received later than thirty (30) days following the invoice dates shall accrue interest at the rate of twelve percent (12%) per annum on the balance due. All payments shall first be applied to the accrued interest.

7. COORDINATION WITH CHIEF OF PUBLIC SAFETY.

Pierce Transit has contracted with Pierce County Sherriff's Department to provide a Public Safety Chief who will be responsible for coordinating the daily delivery of policing services to Pierce Transit in conjunction and cooperation with the City and any other applicable law enforcement agencies. Pierce Transit reserves the right to directly hire a Public Safety Chief as a Pierce Transit employee. The Public Safety Chief will be tasked with coordinating all law enforcement efforts for Pierce Transit along with the City's Puyallup Police Department officers. It shall be the responsibility of the Public Safety

Chief to determine the appropriate coverage, and type of work needed by Puyallup Police Department officers to support Pierce Transit's system within the City of Puyallup. The Public Safety Chief will coordinate with the City's Chief of Police or designee, as needed, regarding the type of work and the appropriate levels of law enforcement coverage for Pierce Transit.

8. ADHERENCE TO CITY POLICIES AND PROCEDURES-SCOPE OF WORK.

Police officers assigned to Pierce Transit duty are obligated to discharge all duties of their office and adhere to the City's police department policies and procedures at all times. Such officers shall obey, uphold and enforce the laws of the City and State of Washington and the Constitutions of the State of Washington and the United States of America at all times. Such officers shall understand that while they are on Pierce Transit duty under this Agreement, they shall remain subject to the supervision, direction, and/or discipline by the City, and subject to any applicable collective bargaining agreement in effect with the City. Police officers performing work pursuant to this Agreement will only provide law enforcement/peacekeeping services as specified in Section 2(d) of this Agreement and they are at all times while performing said services subject to the direction and control of the Puyallup Police Department only.

9. ACTIVITY REPORTS.

Upon request, the City will provide reports to Pierce Transit, through the Public Safety Chief, on criminal activity on or involving Pierce Transit's system. Pierce Transit duty officers assigned by the City will report their daily activities for those hours worked in the Pierce Transit system pursuant to this Agreement. Pierce Transit will provide the City with an electronic activity reporting tool if needed.

10. NONDISCRIMINATION.

The City and Pierce Transit certify that they are Equal Opportunity Employers. The City shall remain committed to encourage a diverse workforce for law enforcement in Pierce Transit. Both parties shall comply with all applicable federal, state and local laws, rules and regulations pertaining to nondiscrimination, and that during the performance of this Agreement, no party shall discriminate or tolerate harassment on the basis of sex, race, color, marital status, national origin, religious affiliation, disability, sexual orientation, gender identity or expression or age except by minimum age and retirement provisions, unless based upon a bona fide occupation qualification in the administration or delivery of services or any other benefit under this Agreement

11. HIRING, ASSIGNMENT, RETENTION, SUPERVISION, AND DISCIPLINE OF OFFICERS AND INDEPENDENT CONTRACTOR STATUS.

The City is, and shall at all times be deemed to be, an independent contractor. Nothing herein shall be construed as creating the relationship of employer and employee, or principal and agent, between Pierce Transit and City or any of the City's officers, agents or employees. The City shall retain all authority for hiring, supervision, discipline, rendition of services, standards of performance, control of PPD personnel, and other matters incident to the performance of services by City pursuant to this Agreement as set forth herein.

The City shall hire, assign, retain, supervise, and discipline all PPD employees according to

PPD's collective bargaining agreement, civil service rules, and state and federal law. Provided, however that only qualified, trained officers meeting all of the requirements of applicable State laws or regulations may be utilized in the performance of services under this Agreement.

The City shall encourage officer retention to provide continuity of service and promote diversity in the work force which is reflective of the diversity of the community.

Nothing in this Agreement shall make any employee of Pierce Transit a City employee or any employee of the City a Pierce Transit employee for any purpose, including, but not limited to, for withholding of taxes, payment of benefits, worker's compensation pursuant to Title 51 RCW, or any other rights or privileges accorded City or Pierce Transit employees by virtue of their employment.

12. INSURANCE COVERAGE.

The City and Pierce Transit shall maintain at all times during the course of this Agreement a general liability insurance policy a program of self-insurance, or membership in a self-insured government risk pool, which includes coverage for personal injury, bodily injury, property damage, law enforcement professional liability, and employment practices liability or other comparable coverage with a self-insured retention of no more than \$500,000.00 and a policy limit of no less than \$5,000,000.00 dollars.

13. LIABILITY AND INDEMNIFICATION.

Each party shall be responsible and liable for the consequences of any act or failure to act on the part of itself, its employees or officers. While providing services hereunder, the acts or omissions of City of Puyallup duty officers in the course and scope of supporting or otherwise providing services to Pierce Transit under this Agreement shall be deemed to be acts or omissions of City employees which shall be the sole responsibility of the City. Each party shall be responsible for its own negligence and that of its employees. Each party shall defend, indemnify and save harmless, the other party or the other party's officers, employees and agents from any and all costs, claims, judgments or awards of damages, resulting or arising from the acts or omissions of the indemnifying party, its officers or employees arising out of or in connection with the performance of this Agreement. This indemnity provision shall survive the expiration or termination of this Agreement.

14. DISPUTE RESOLUTION.

In the event of a dispute in the administration of this Agreement, Pierce Transit's Chief Executive Officer or his/her designee shall discuss the dispute with the City's Chief of Police in an attempt to resolve the problem. If Pierce Transit's Chief Executive Officer and the City's Chief of Police are unable to resolve a claim or dispute stemming from this Agreement, the Parties agree to participate in non-binding mediation before a third-party professional mediator, whose selection will be mutually agreed upon. The cost of mediating the dispute will be borne equally by both parties, and mediation should occur within thirty (30) days of a request by either party to engage in mediation. No claim or suit may be brought until the dispute resolution procedures as set forth in this section have been exhausted. If dispute resolution efforts under this section are not successful, either party may institute legal action to enforce the terms and conditions of this

Agreement. Exclusive jurisdiction for any such dispute shall be a court of competent jurisdiction in in Tacoma, Pierce County, Washington.

15. NOTICES

All notices and other material to be delivered under this Agreement shall be in writing and shall be delivered or mailed to the following address:

City of Puyallup
311 W Pioneer
Puyallup, WA 98371
Attn: Chief of Police

Pierce Transit
3701 96th St. SW
Lakewood, WA 98499
Attn: Public Safety Chief, Chief Executive Officer

Or such other addresses as either party may, from time to time, designate in writing.

16. SIGNATURES.

The Parties agree that all signatures, whether original, electronic, or copy on this Agreement will be considered originals.

17. SEVERABILITY.

If any of the provisions contained in this Agreement are held illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect.

18. CONFLICTS.

In the event of a conflict between any other agreements between the Parties, this Agreement shall govern.

19. ENTIRE AGREEMENT.

No modification or amendment of this Agreement shall be effective unless in writing and signed by authorized representatives of the Parties after approval of their respective governing body. This Agreement contains the entire agreement between the Parties and may not be enlarged, modified or altered except in writing signed by the Parties.

In WITNESS hereof, the Parties have executed this Agreement on this date, the _____ day of _____, 2022.

PIERCE COUNTY PUBLIC TRANSPORTATION
BENEFIT AREA CORPORATION:

CITY OF PUYALLUP:

Mike Griffus, Chief Executive Officer/Date

Steve Kirkelie, City Manager/Date

EXHIBIT "A"
COST EXHIBIT

Service Period: May 17, 2022 to May 31, 2027			
Service	Per Year Cost	Years	Cost
Two (2) Police Officers	\$333,720.00	5	\$1,668,600.00
Monthly Cost			
Item	Monthly Cost	Months	Total
Officers	\$27,810*	60	\$1,668,600*
Vehicles & Equipment	\$3,608.61	60	\$216,516.60
Hiring of Police Officers	\$1,200	60	\$72,000.00
Total for Full Term of the Agreement (Five (5) Years):			\$1,957,116.60

*These costs are estimates. The monthly billings will be prepared based on the actual costs for each officer.

TITLE: 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

DIVISION: Finance

SUBMITTED BY: Arun Kalavakolanu, CTO

RELATED ACTION: N/A

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Internal

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: Call Center Software Replacement (Project # 604)

Operating Budget

Capital Budget

FUNDING SOURCE:	EXPLANATION:
Capital Budget:	
Original Budget \$ 55,000	This request increases the Budget for this capital project by \$104,000.00. The increase in the capital budget for this project does not increase the overall Capital Budget for 2022. It is offset by re-allocating surplus funds from projects that were completed under budget or had their scope reduced.
Budget Amendment \$ 104,000	
New Budget Amount \$ 159,000	
Operating Budget:	
Original Budget \$ 380,000	The CEO has board authority to transfer funds up to \$50,000 in the capital and/or operating budgets. The proposed budget amendment amount exceeds the CEO's authority level and requires board approval.
Expenditure Amount:	
Total Expenditure \$ 539,000	The subscription fees for years two through five are allocated in IT's (262) operating budget.

BACKGROUND:

Pierce Transit primarily provides customer service via phone using a Call Center approach staffed by Customer Service Representatives. This call center provides phone-based support to riders calling for information on all Pierce Transit

services including but not limited to fixed route service, paratransit SHUTTLE, Vanpool, trip planning assistance, fare payment, lost & found, complaints. The call center handles an average of 140,000 calls annually.

The routing and management of all calls coming into the call center is currently performed using a Call Center Management software application which is certified to work with Skype for Business – a legacy phone system. Microsoft Teams is the replacement phone system, and the legacy Call Center Management application is not certified to work with Microsoft Teams. To procure a Microsoft Teams compliant software, a capital project with a budget of \$55,000 was submitted and approved.

Pierce Transit issued a Request for Proposals (RFP) on November 4, 2021 and received two responsive proposals on the due date of 12/3/2021. Five9 Inc was determined to be the best fit for the agency based on cost, system requirements, and implementation plan. Both proposals received exceeded the project budget. The initial Capital Budget for this project used a baseline of the legacy system. It did not account for annual software cost increase and costs due to the Software-as-a-Service model. Additionally, it did not accurately estimate the required one-time implementation costs and costs of the newer features. The manufacturer of the legacy software kept the annual license costs artificially low by not investing in newer technologies and features.

To proceed with execution of this critical customer facing project, an increase in the capital budget for this project must be approved. This increase in the capital budget can be accomplished by re-allocating surplus funds from projects that have either completed under budget or have their scope reduced.

STAFF RECOMMENDATION:

Staff recommends amending the 2022 Capital Budget to increase the Call Center Software Replacement Project Budget in the Amount of \$104,000 by reallocating surplus funds from completed projects and reducing the capital budgets of the other projects. This will ensure that Pierce Transit can continue to provide and improve the level of customer service to its riders. Also, staff recommends Authorizing the Chief Executive Officer to execute Contract No 1310 with Five9, Inc.

ALTERNATIVES:

1. Do not authorize the budget amendment or authorize the execution of the contract with the understanding that the Call Center will operate on an unreliable phone system scheduled to be retired by the manufacturer with a high potential for significant customer service disruptions and not be able to expand Pierce Transit's interaction with customers in new ways such as web-based chat.

PROPOSED MOTION:

Move 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.

TITLE: 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

DIVISION: Administration

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.

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:
Contract Amount	\$ 1,756,539.12	The total project budget is \$3,765,989. This expenditure includes the construction contract amount of \$1,756,539.12, plus \$193,460.88 in contingency.
Contingency	\$ 193,460.88	
Total Authorized Expenditure	\$ 1,950,000.00	

BACKGROUND:

Many components of Pierce Transit’s Security System installed under prior, site-specific efforts are now aging, which makes it an ideal time to address security at a system-wide level. This project has been structured to take a comprehensive approach that will offer the advantage of economy-of-scale, as well as maximize consistency and compatibility among the different features.

In December of 2020, Pierce Transit engaged the professional services of Wood Harbinger, Inc., to design the system. The design is complete and permitted and ready to construct.

On April 14, 2022, bids were received for this work. Security Solutions Northwest, Inc. was the low bidder.

The project will involve completing Security Enhancement improvements at Pierce Transit's headquarters, all transit centers and the 512 Park and Ride. The work includes updating and integrating security features in several buildings on the main campus as well as at multiple transit centers. Many features in the existing system are nearing the end of their useful life. This project will address the current system's shortcomings and create an enhanced system to provide for the safety and security of the public and staff.

The scope of work includes the replacement of/or adding an approximate 185 CCTV cameras (the majority of the new cameras will be 360-degree cameras), 37 new keycard readers for doors, replacing some doors not in a condition to receive new keycard readers, integrating the system components onto a single platform and other miscellaneous improvements needed to bring the system up to current standards.

STAFF RECOMMENDATION:

Staff recommends the construction contract for the Security Enhancements Lifecycle project be awarded to Security Systems Northwest, Inc.

ALTERNATIVES:

Do not award the contract. This is not recommended as the condition of multiple elements of the existing security system are close to the end of their useful life. It is in the best interest of the agency to award this contract to proceed with the process of completing an enhanced security system to better protect employees and the public.

PROPOSED MOTION:

Move 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.



RideBRT

**BUS RAPID TRANSIT TACOMA TO SPANAWAY
Pierce Transit SR 7/Pacific Avenue BRT Design**

Pierce Transit Board
5/9/2022

Contract PT-18-19



Parametrix Amendment 7 will include:

- Project Management & Meeting Support
- Interlocal Agreement Support
- Budget Development
- Schedule Development
- Risk Review
- TIA subject matter expert support
- FTA/PMOC Support
- Pierce Transit directed tasks

**Amendment 7 is expected to last until
Construction starts in mid-2024**



Pierce Transit
Stream

TITLE: 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

DIVISION: Finance

SUBMITTED BY: Sean Robertson, Sr. Project Manager

RELATED ACTION:

FS No. 2020-023 Authorizing the Chief Executive Officer to enter into an execute Amendment No. 2 with Parametrix, Inc., Contract No. PT-18-19, to provide Preconstruction Advisory Services for the proposed BRT Pacific Avenue/SR 7 Corridor Project in a not to exceed amount of \$669,145.

FS No. 2020-049 Authority to Execute Amendment No. 2 with Parametrix, Inc., Contract No. PT-18-19, to Increase the Existing Contract Amount to Cover for Additional Advisory Services to Support the BRT Pacific Avenue/SR 7 Corridor Project.

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Customer

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: BRT Pacific Avenue/SR 7 Corridor – Project No. 563

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Current Contract Authority	\$ 1,274,817	The funds for this contract will come from a combination of local and grant funding.
Increase Contract Authority Amount	\$ 2,895,518	
Total Authorized Amount	\$ 4,170,335	

BACKGROUND:

Parametrix, Inc., provided a proposal for preliminary consulting services dated May 8th, 2019. A \$102,862 contract was authorized by the CEO to allow Parametrix to work on important preliminary work. This preliminary work included support presenting the project to the State’s Capital Projects Advisory Review Board (CPARB) Project Review Committee (PRC) as well as supporting the RFQ/PA process to select a GC/CM. Parametrix along with Piece Transit successfully gained approval from the PRC to move forward with the GC/CM project delivery

method on July 25th, 2019. Parametrix continued to support Pierce Transit through the RFQ/PA process which resulted in choosing Granite Construction as our GC/CM to support the project during Preconstruction services.

The previous approved actions expanded the scope of work to include all preconstruction support services needed from Parametrix, which include but are not limited to Project Management Support, Budget Development, Schedule Development, Project Review, Electrical Subcontracts (EC/CM) Support, and Utility Due Diligence.

The previous schedule had construction anticipated to start in 2021, the schedule has since been updated with construction now anticipated to start in 2024.

Parametrix's continued advisory services for the BRT Pacific Avenue/SR 7 Corridor Project is needed.

STAFF RECOMMENDATION:

Staff recommends increasing the contract not to exceed amount for Parametrix, Inc., Contract No. PT-18-19, for continued advisory services for the BRT Pacific Avenue/SR 7 Corridor Project.

ALTERNATIVES:

Reject the contract authority increase amount for Parametrix, and continue work until the existing contract authority is met. This would result in Parametrix's work ceasing by June 2022. This is not recommended as it would significantly slow down the project progress.

PROPOSED MOTION:

Move 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.



Hand-outs



**Pierce
Transit**

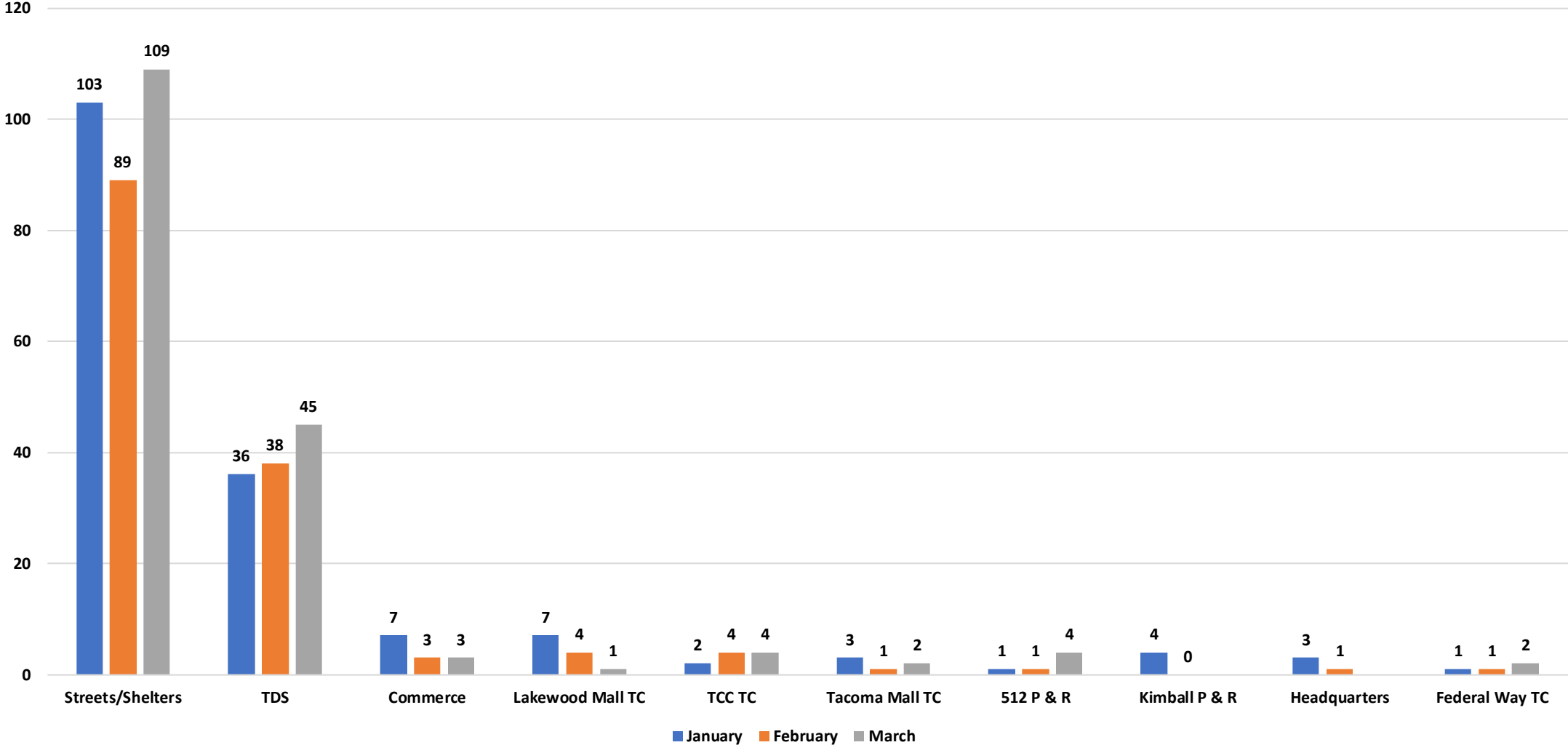
Public Safety Quarterly Report First Quarter 2022

524

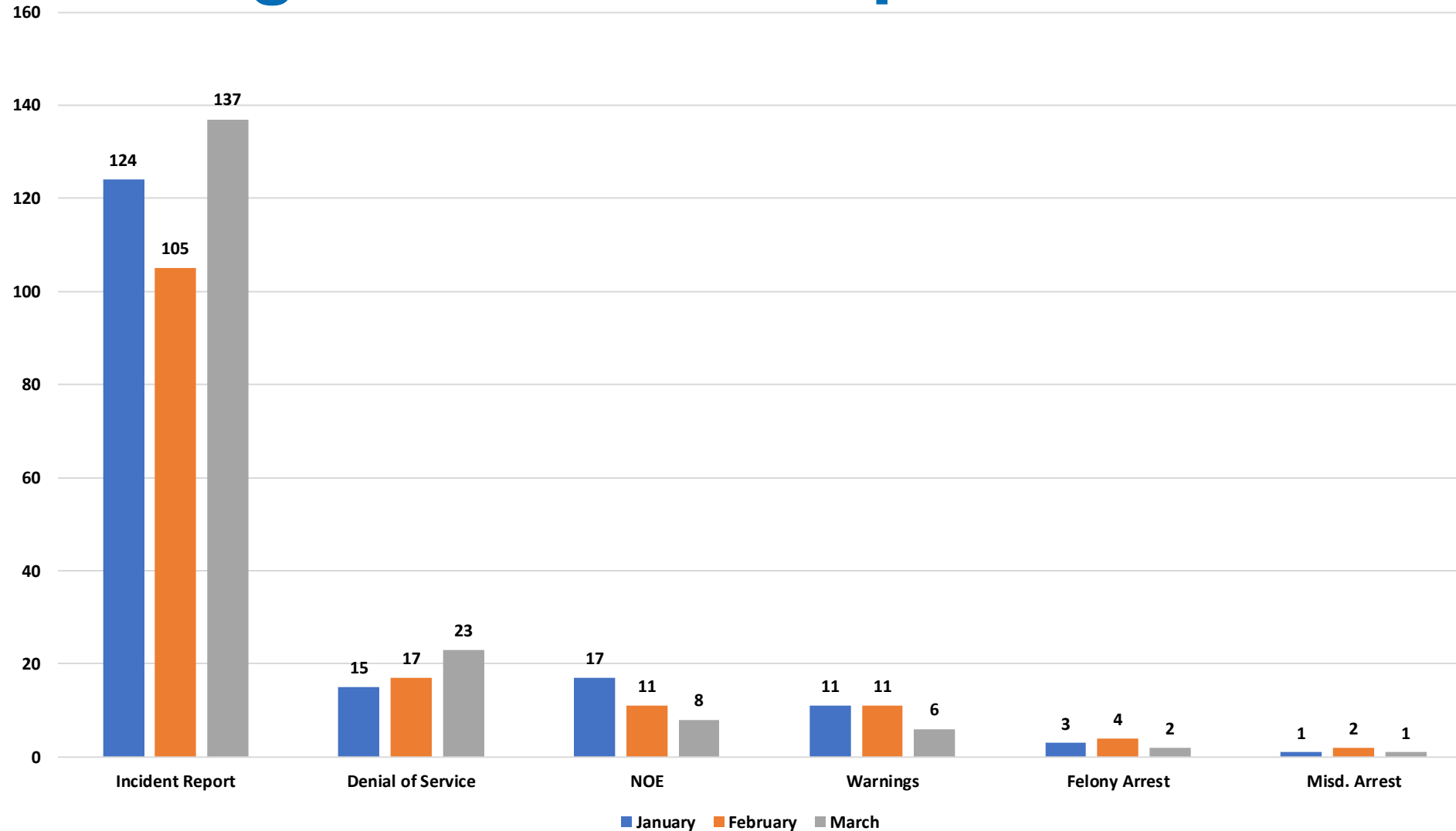
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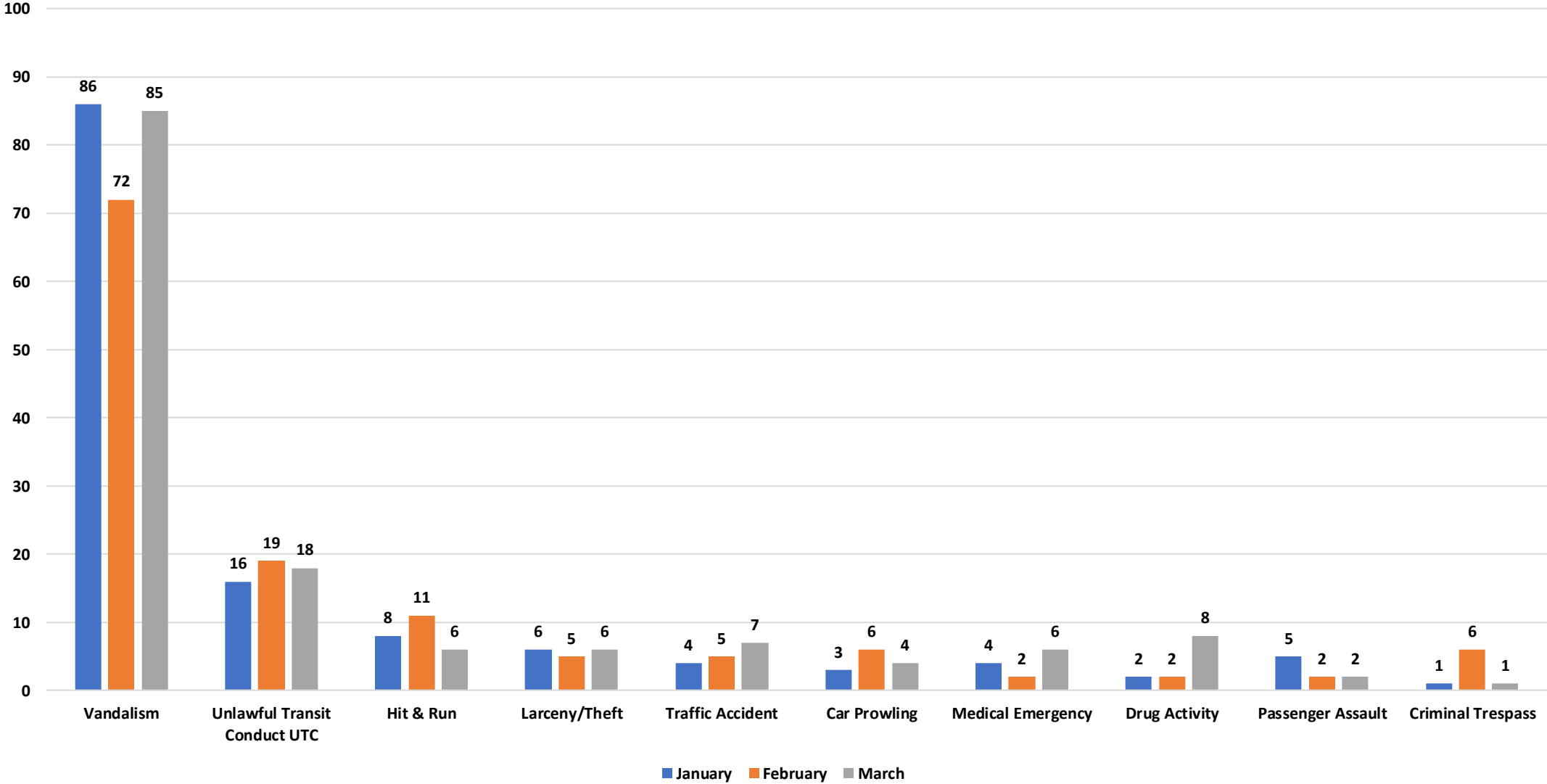
Top 10 Incident Locations



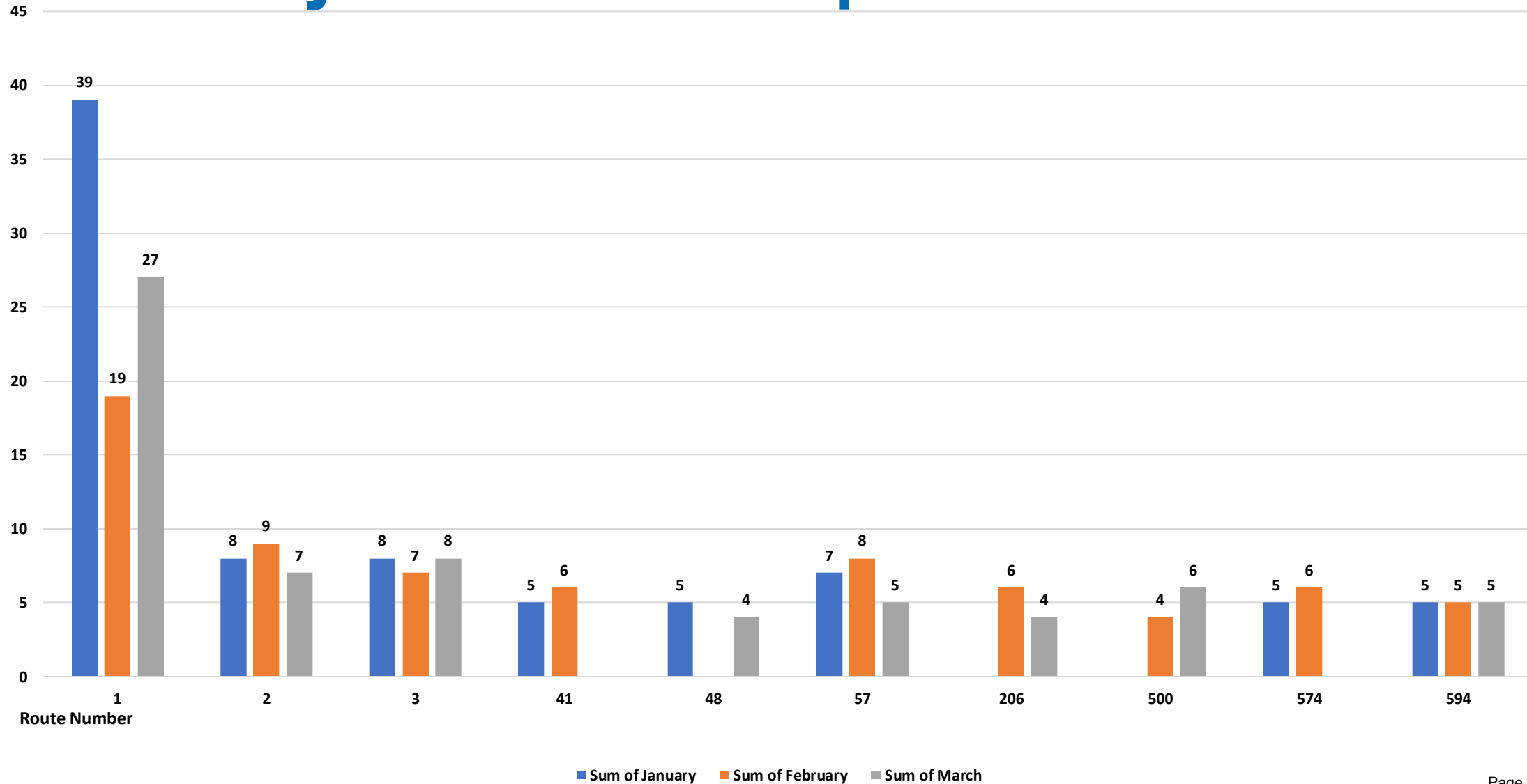
Resulting Actions for Reported Incidents



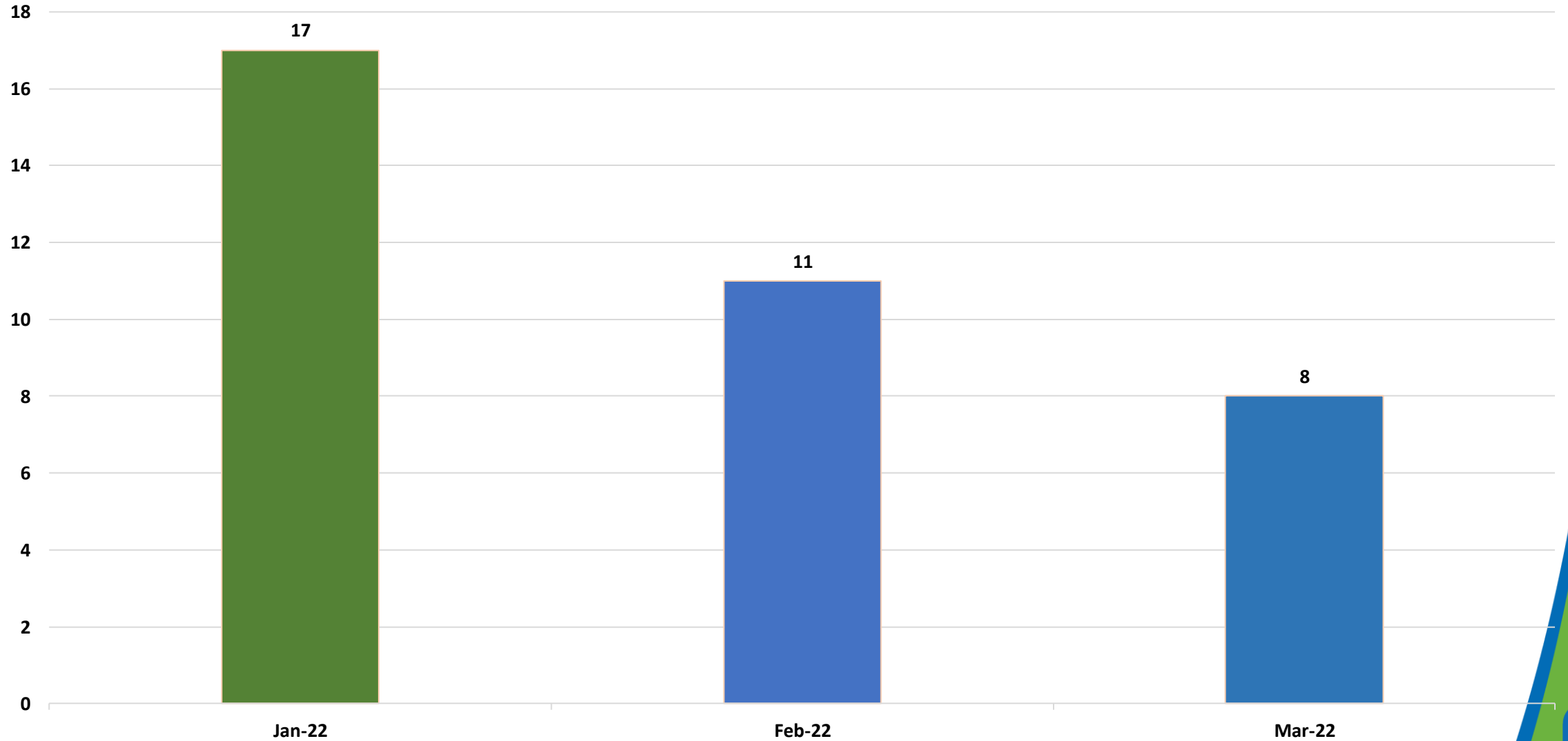
Top 10 Documented Offenses



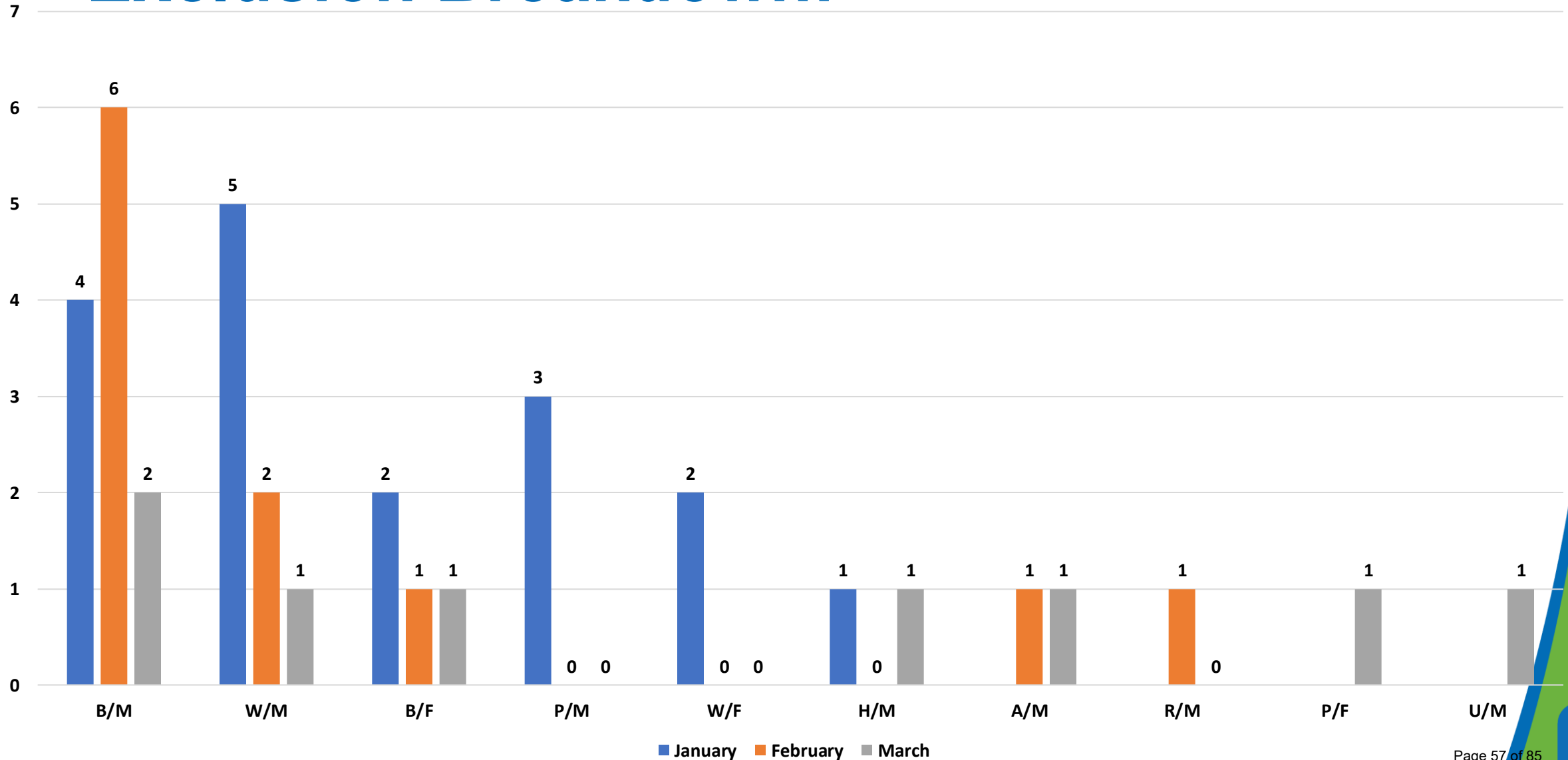
Security Incidents - Top Routes



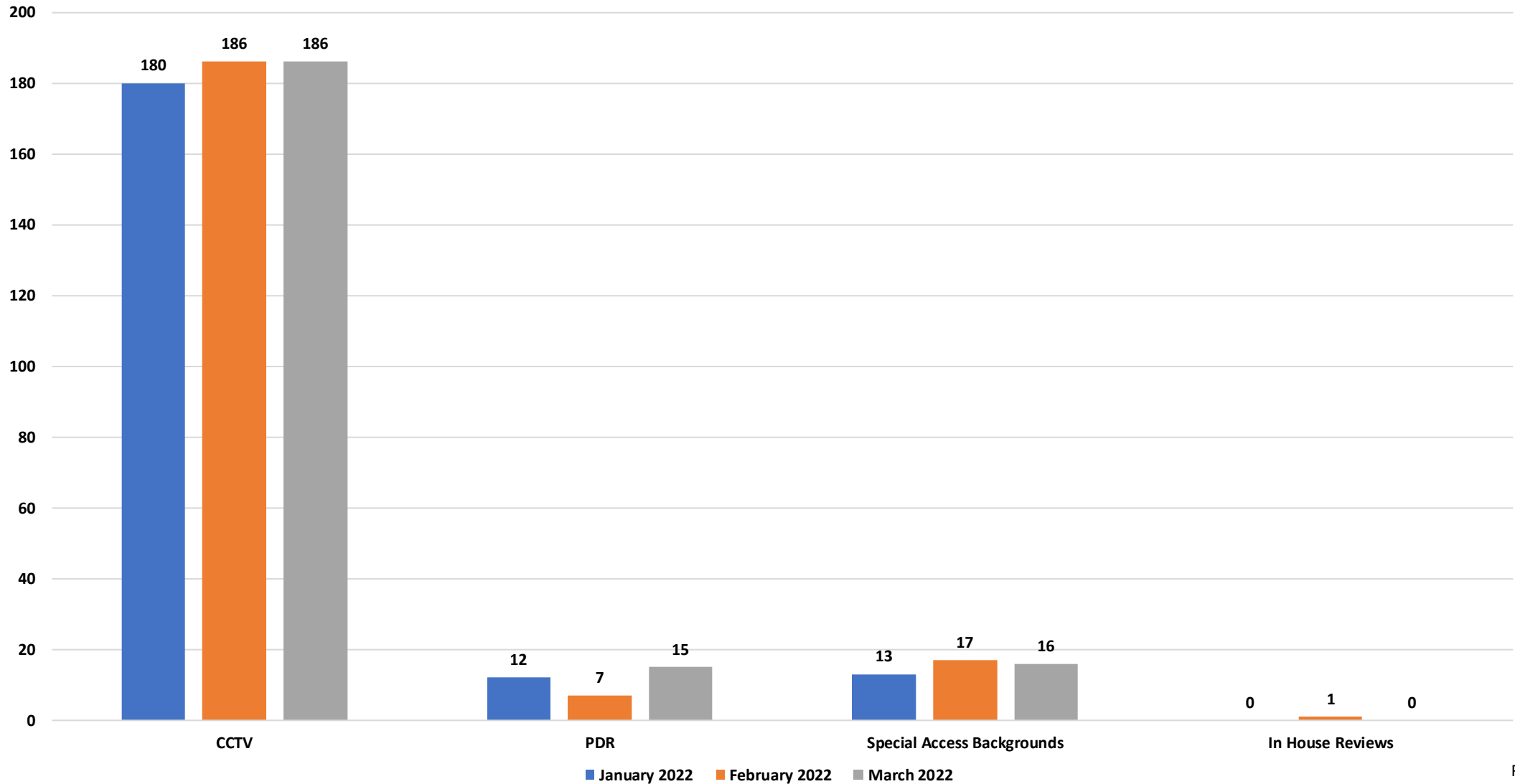
Notices of Exclusion Issued



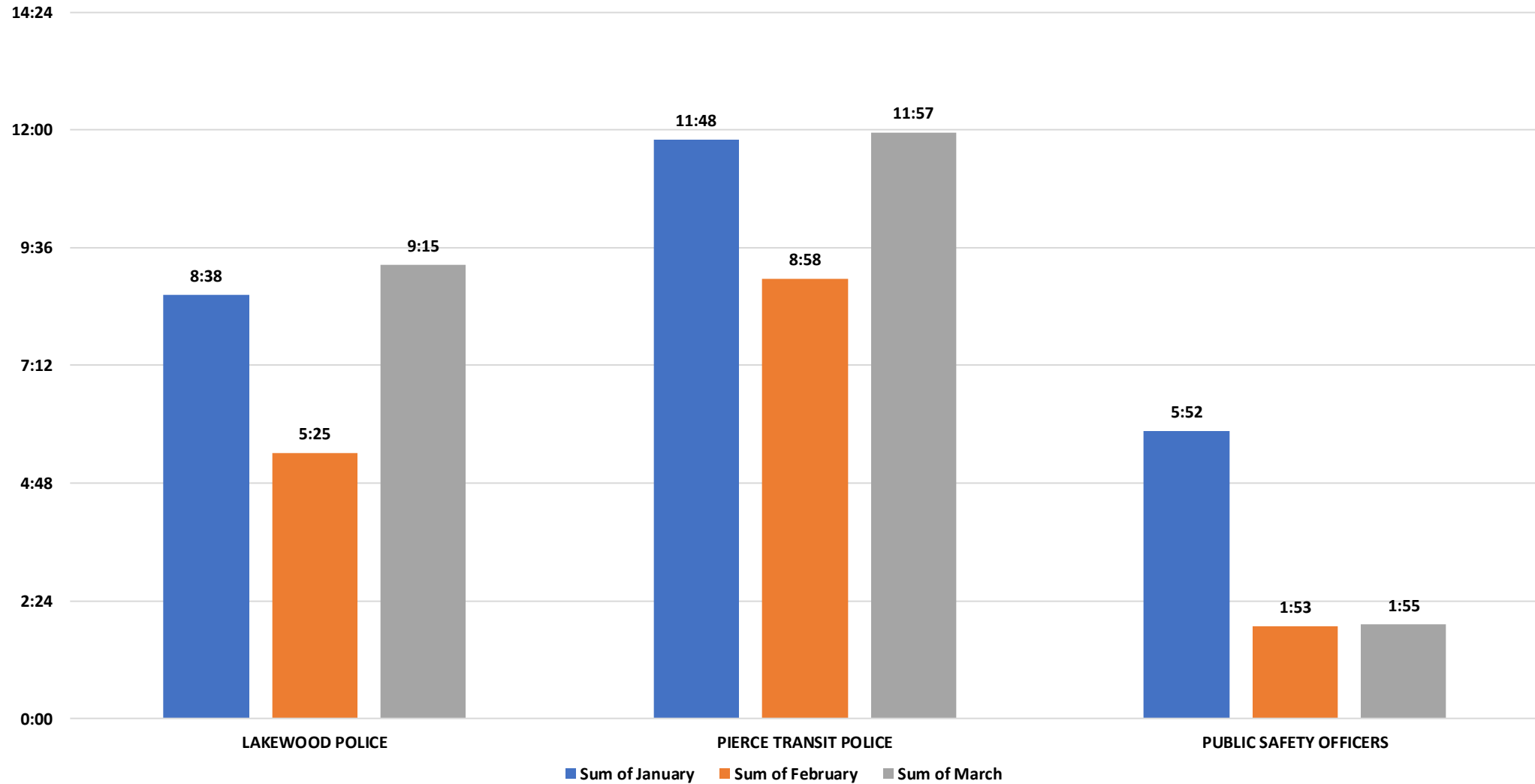
Exclusion Breakdown:



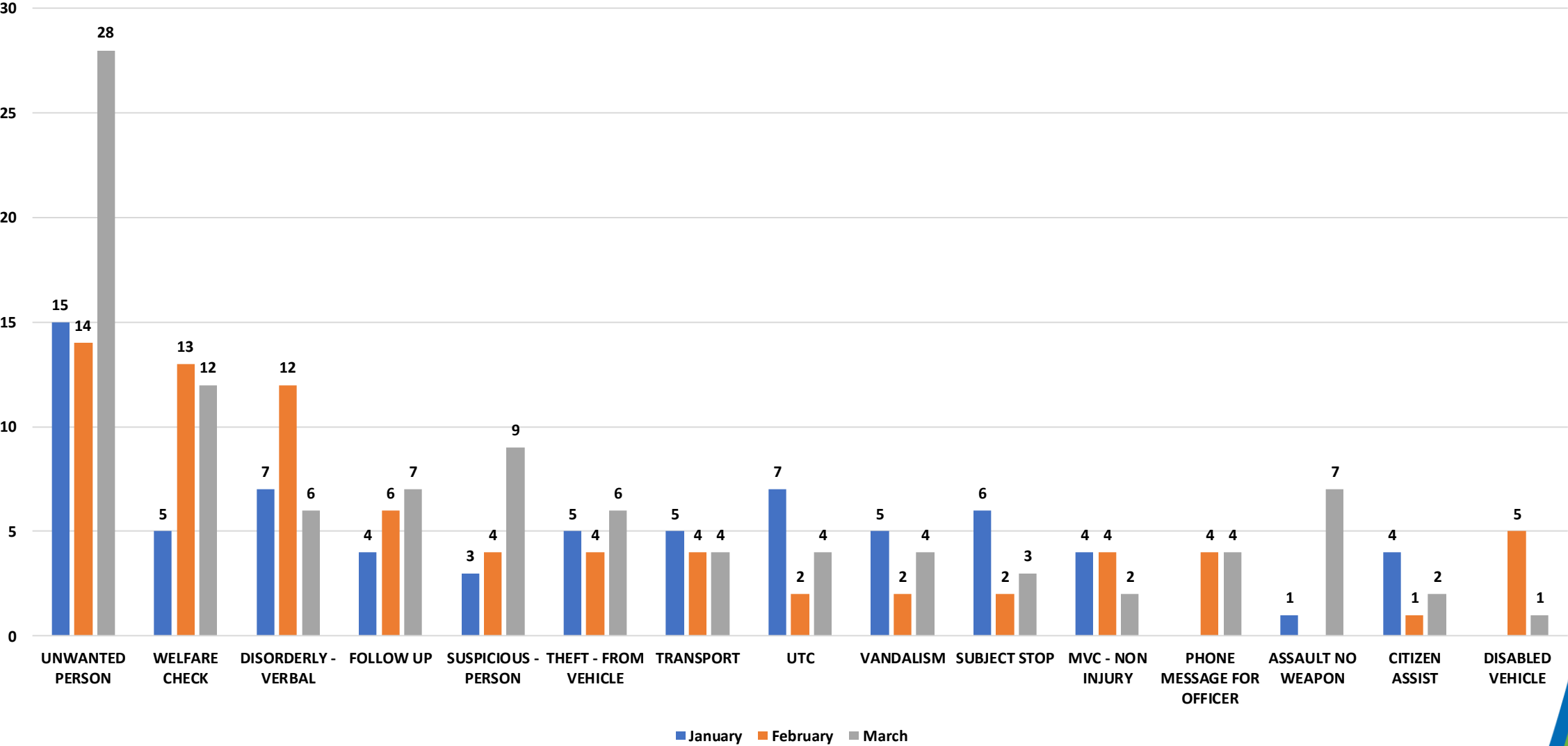
Records Division Requests



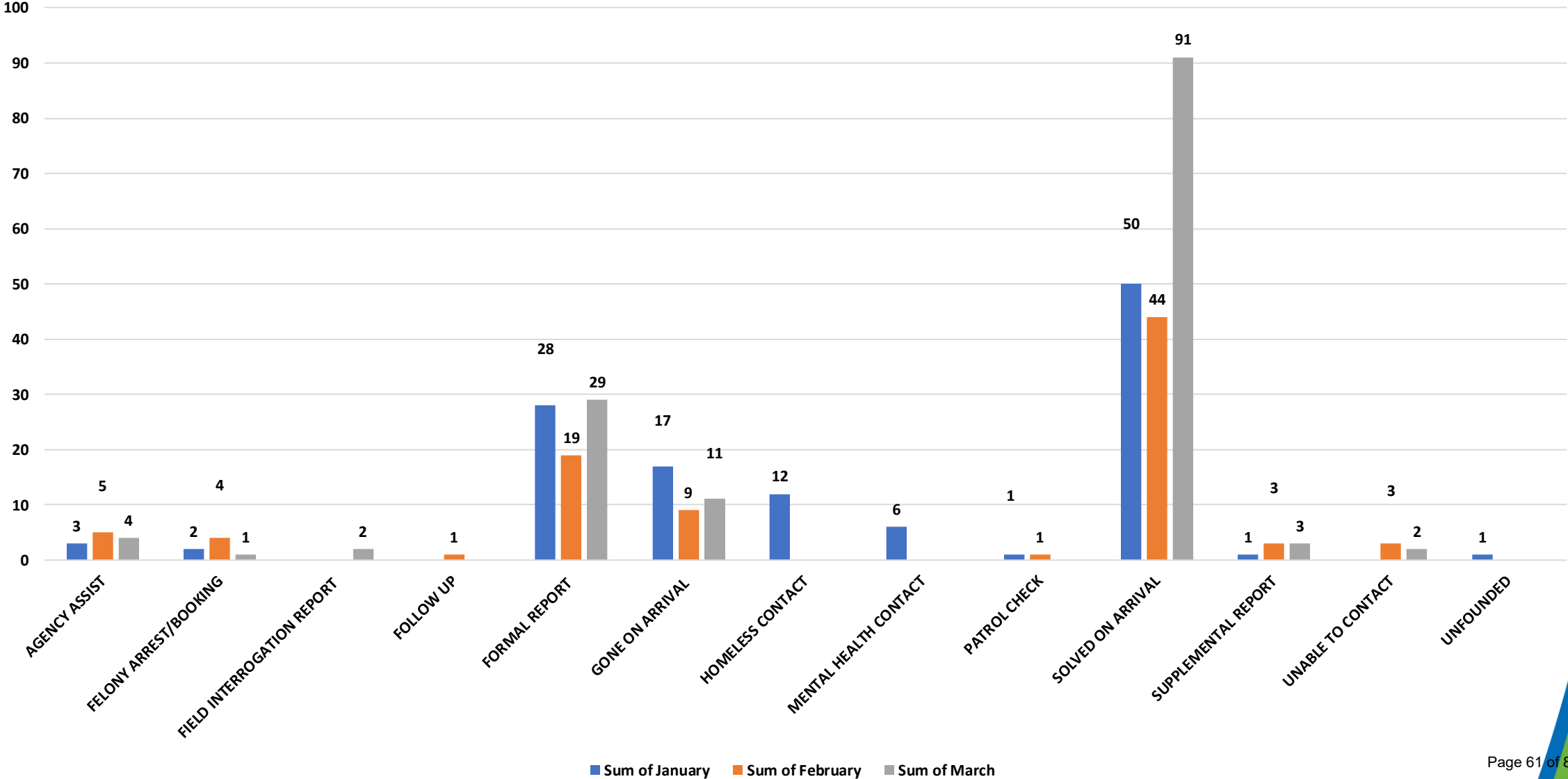
Average Response Times



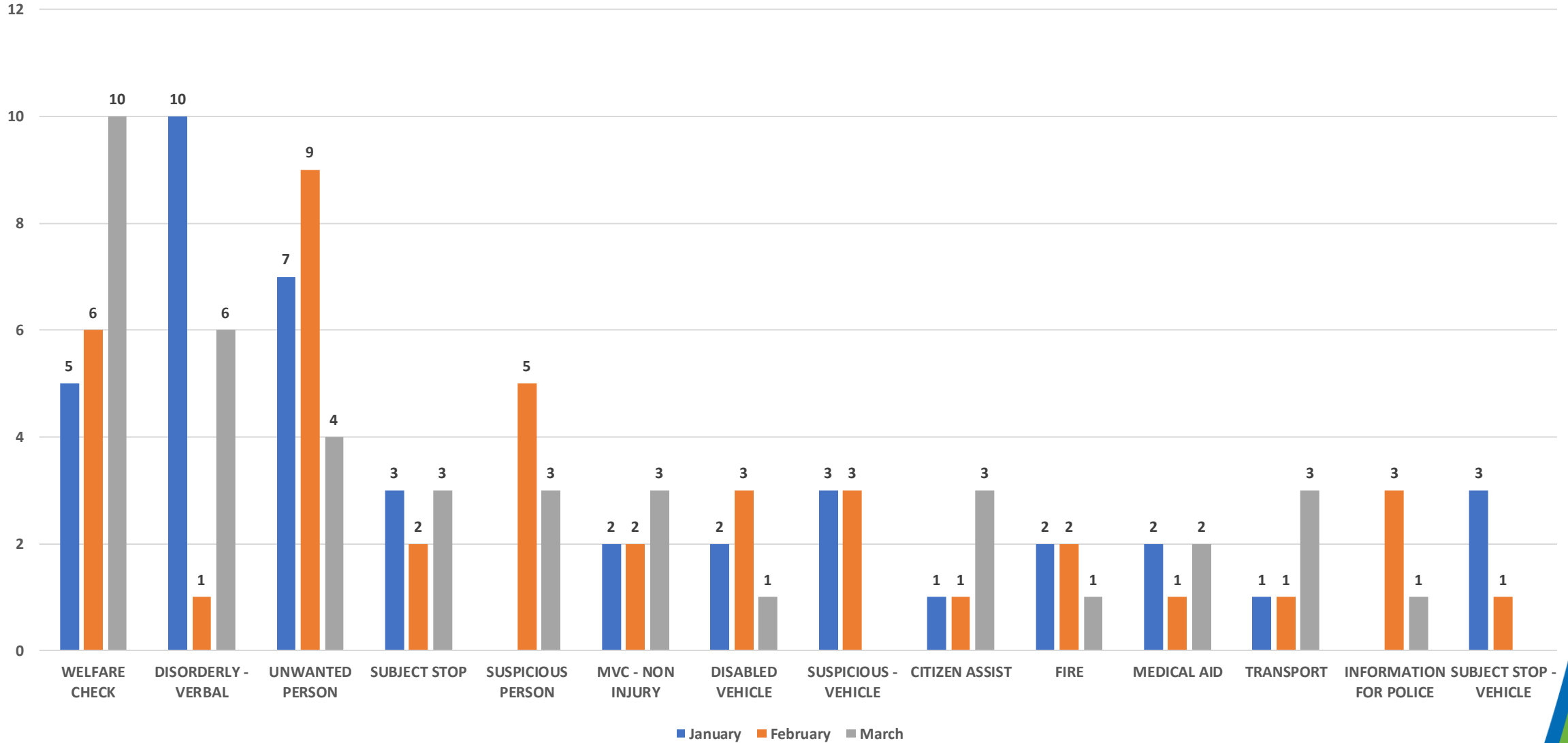
Transit Police Call Types



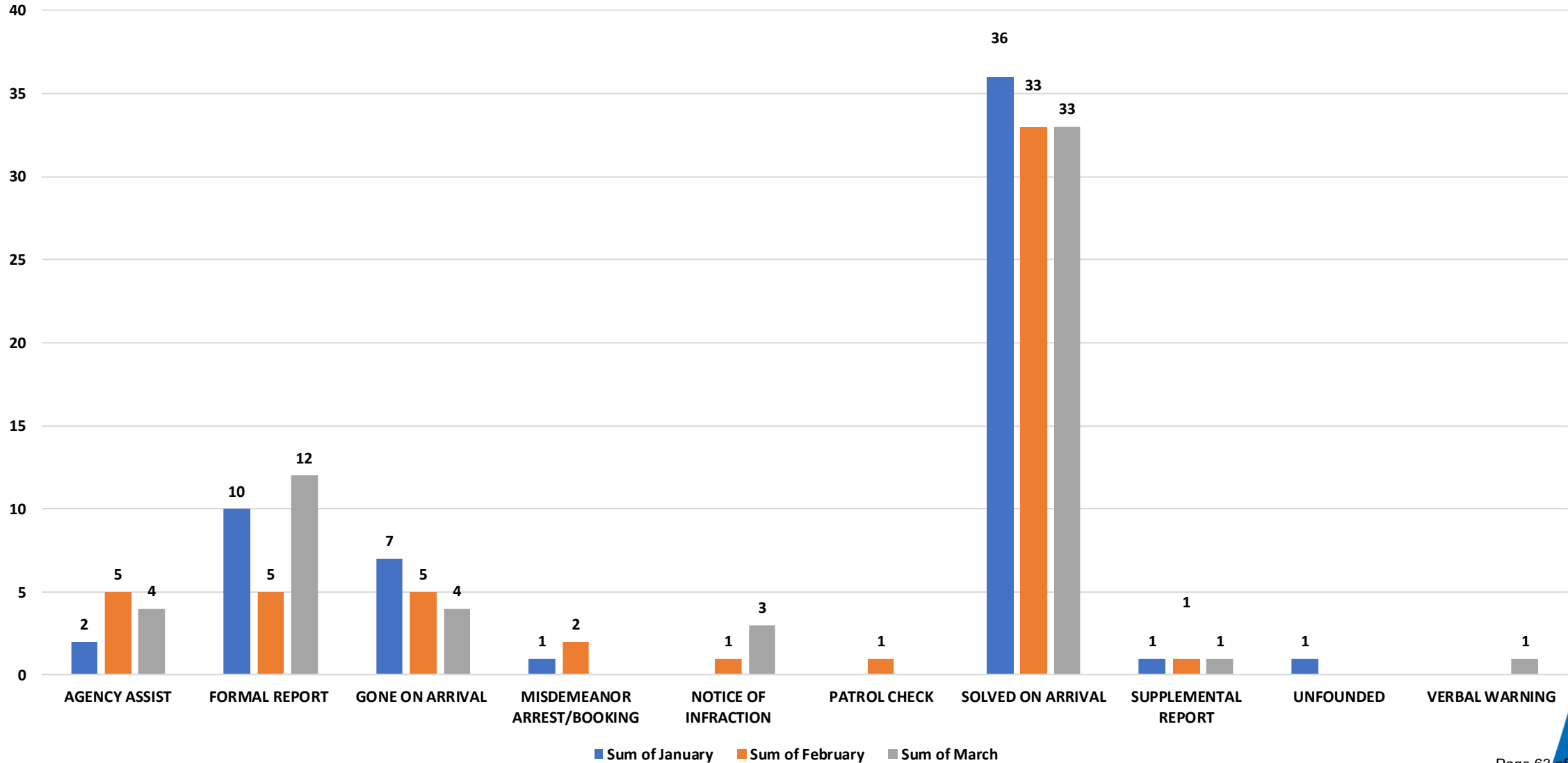
Transit Police Call Dispositions



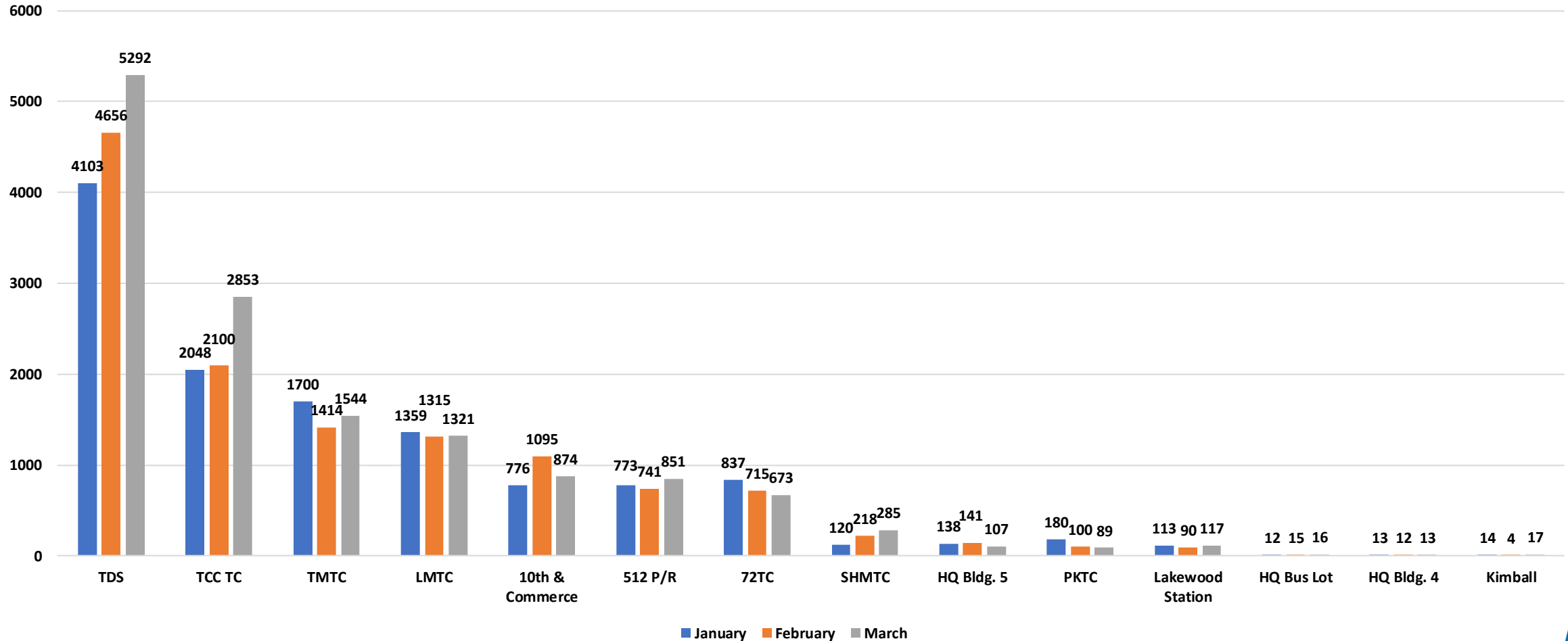
Lakewood PD Call Types



Lakewood PD Call Dispositions



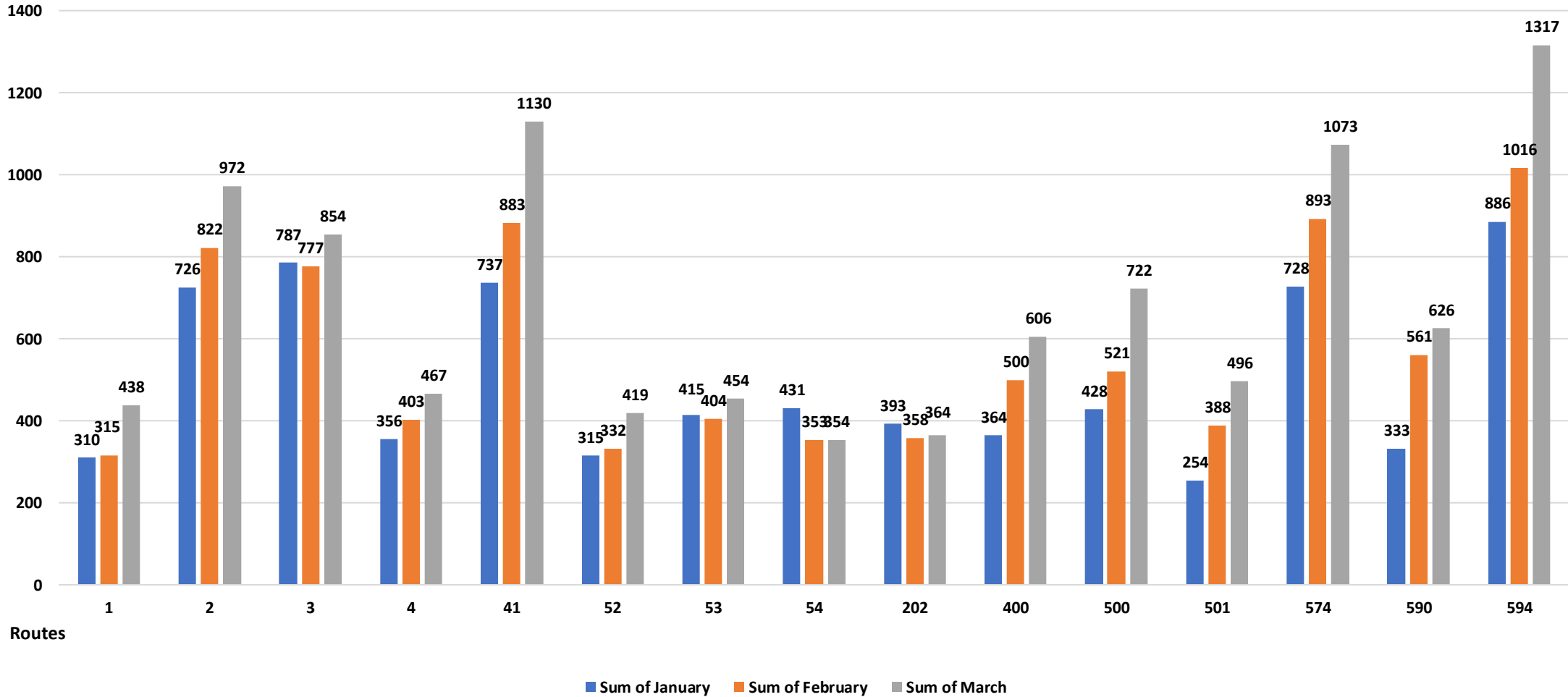
Facility Checks



There were 12,220 Total Facility Checks in January, 12,641 in February, and 14,086 in March.



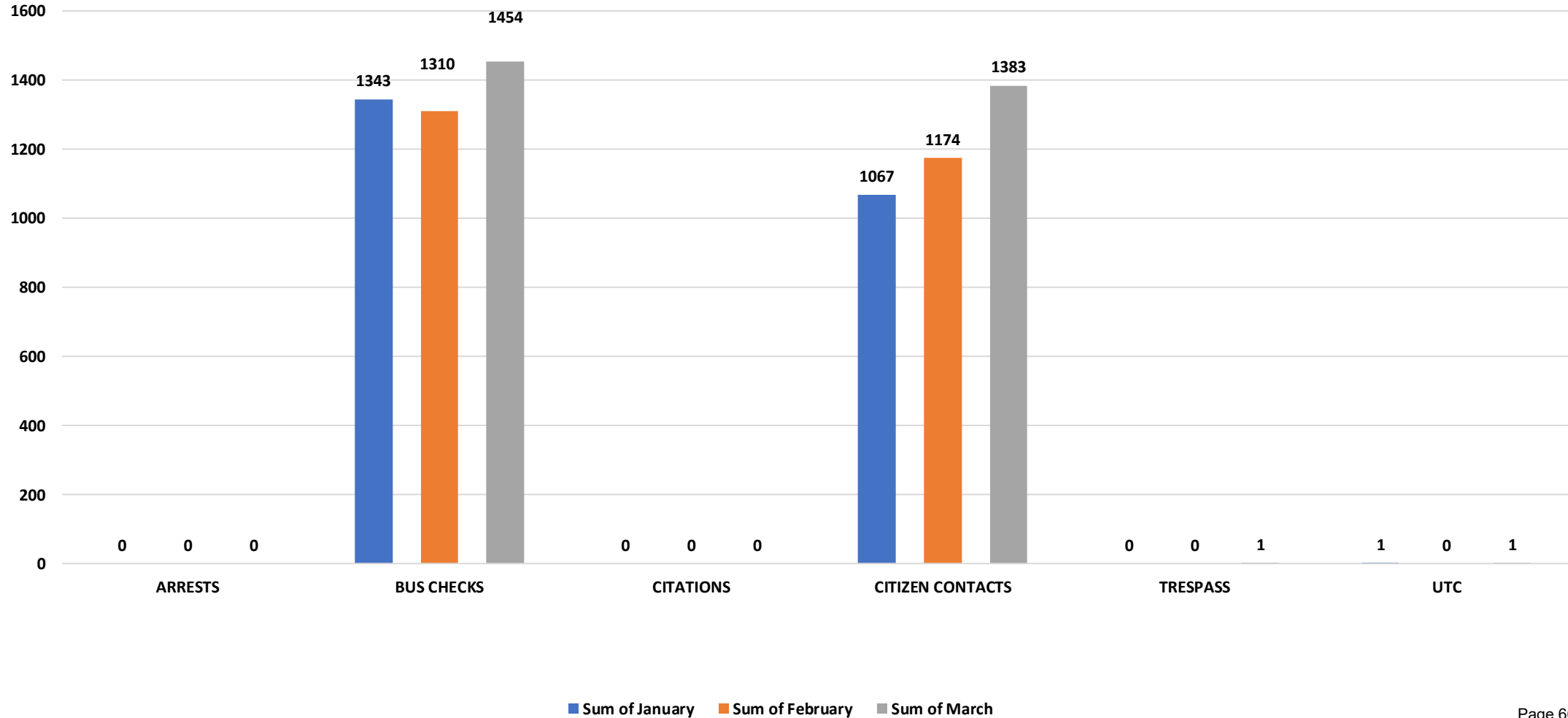
Bus Checks



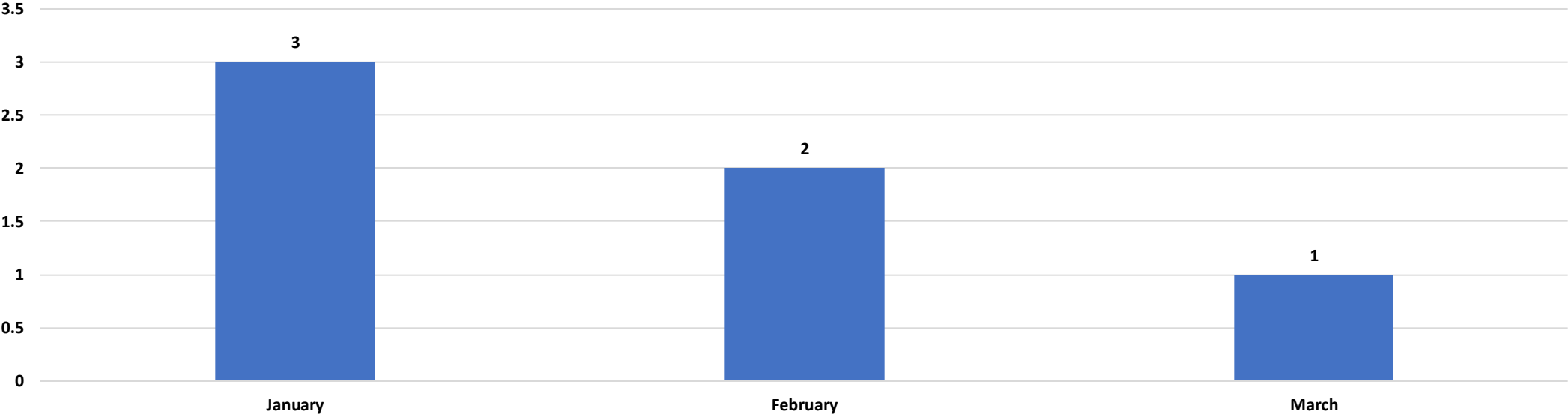
There were 10,331 Total Bus Checks in January, 11,510 in February, and 13,677 in March.



Federal Way Transit Center Statistics



Employee Assaults



Year-to-Date Employee Assaults - 6:

2 Operators, 2 Public Safety Personnel (same incident), 2 Service Supervisors

- 1 involved items being thrown at the Employee.
- 1 involved the Employee being spit on or at.
- 3 involved a passenger making some sort of contact with the Employee (Push/Shove/Punch).
- 1 involved a passenger pointing a weapon at the Employee.

Of these 6 incidents, 5 resulted in arrest and/or charges or alternative confinement. 1 case referred for charges with no arrest. 0 cases passenger not yet identified. 0 case no charges

In 2021, there were 2 employee assaults in January, none in February, and 2 in March.



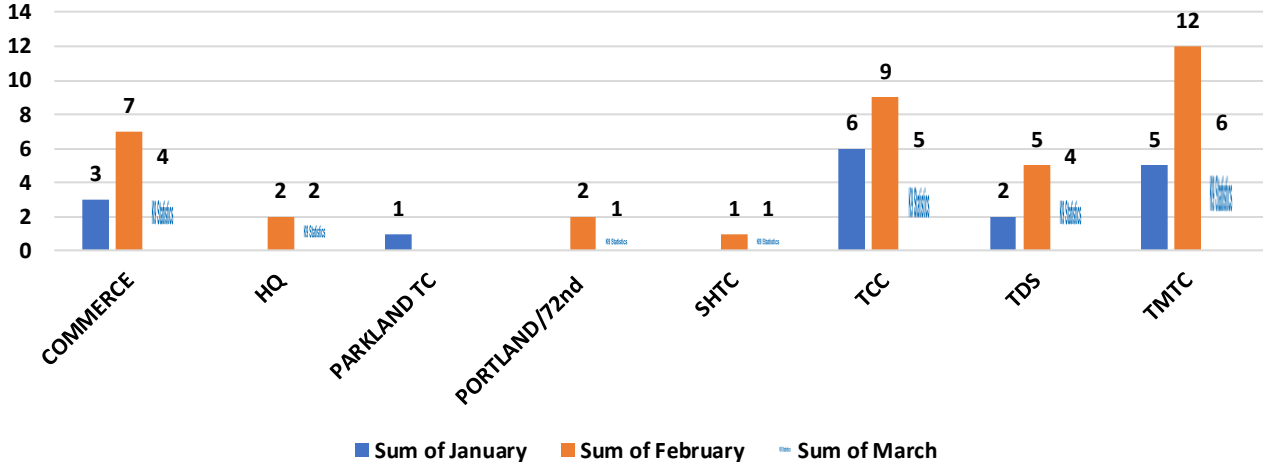
Trespass Arrests

	2017	2018	2019	2020	2021	2022
January	14	8	7	10	2	2
February	13	6	3	5	4	1
March	7	4	4	3	3	0
April	8	10	7	6	6	
May	10	10	8	7	0	
June	11	4	18	1	1	
July	9	11	15	1	4	
August	11	6	8	3	3	
September	4	16	10	4	1	
October	5	11	7	1	3	
November	6	8	6	5	2	
December	5	15	10	2	1	

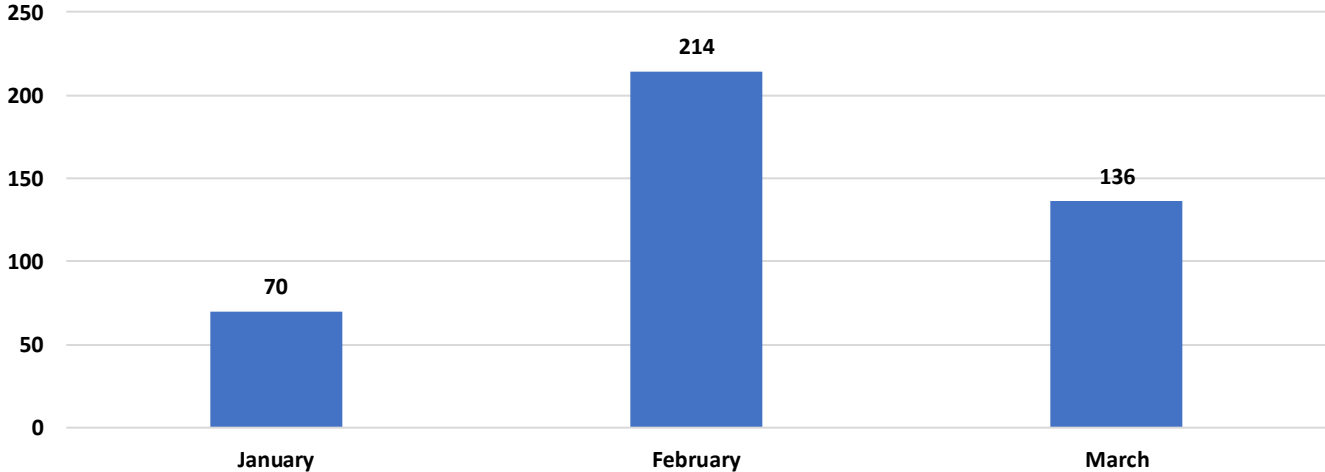


K9 Statistics

K9 Facility Checks



K9 Bus Checks





Quarterly Ridership and On Time Performance Report

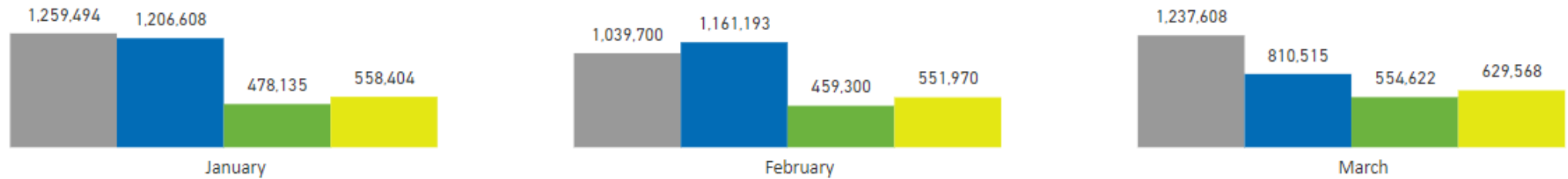
Q1
(January – March 2022)

Please direct any inquiries to the Scheduling Department c/o Lindsey Sehmel

1st Quarter Ridership - Includes Sound Transit Boardings

Total boardings (all modes) by month and year

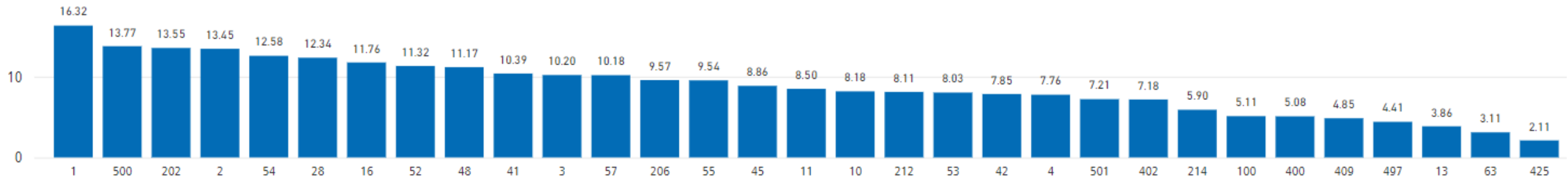
● 2019 ● 2020 ● 2021 ● 2022



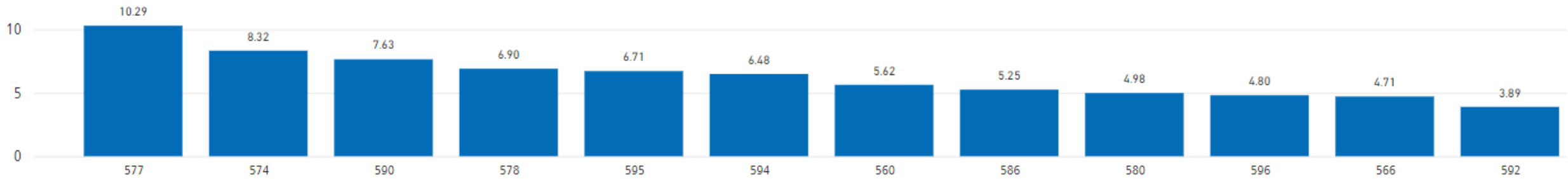
Year & Month	Pierce Transit Fixed Route Boardings	Vanpool Boardings	SHUTTLE Boardings	Sound Transit Fixed Route Boardings	Total Boardings
☐ 2022	1,136,148	49,381	44,254	510,159	1,739,942
January	361,896	24,296	13,078	159,134	558,404
February	351,495	25,085	14,775	160,615	551,970
March	422,757	*	16,401	190,410	629,568
Total	1,136,148	49,381	44,254	510,159	1,739,942

*Vanpool data for previous month pending

1st Quarter Boardings per Service Hour



Pierce Transit Routes

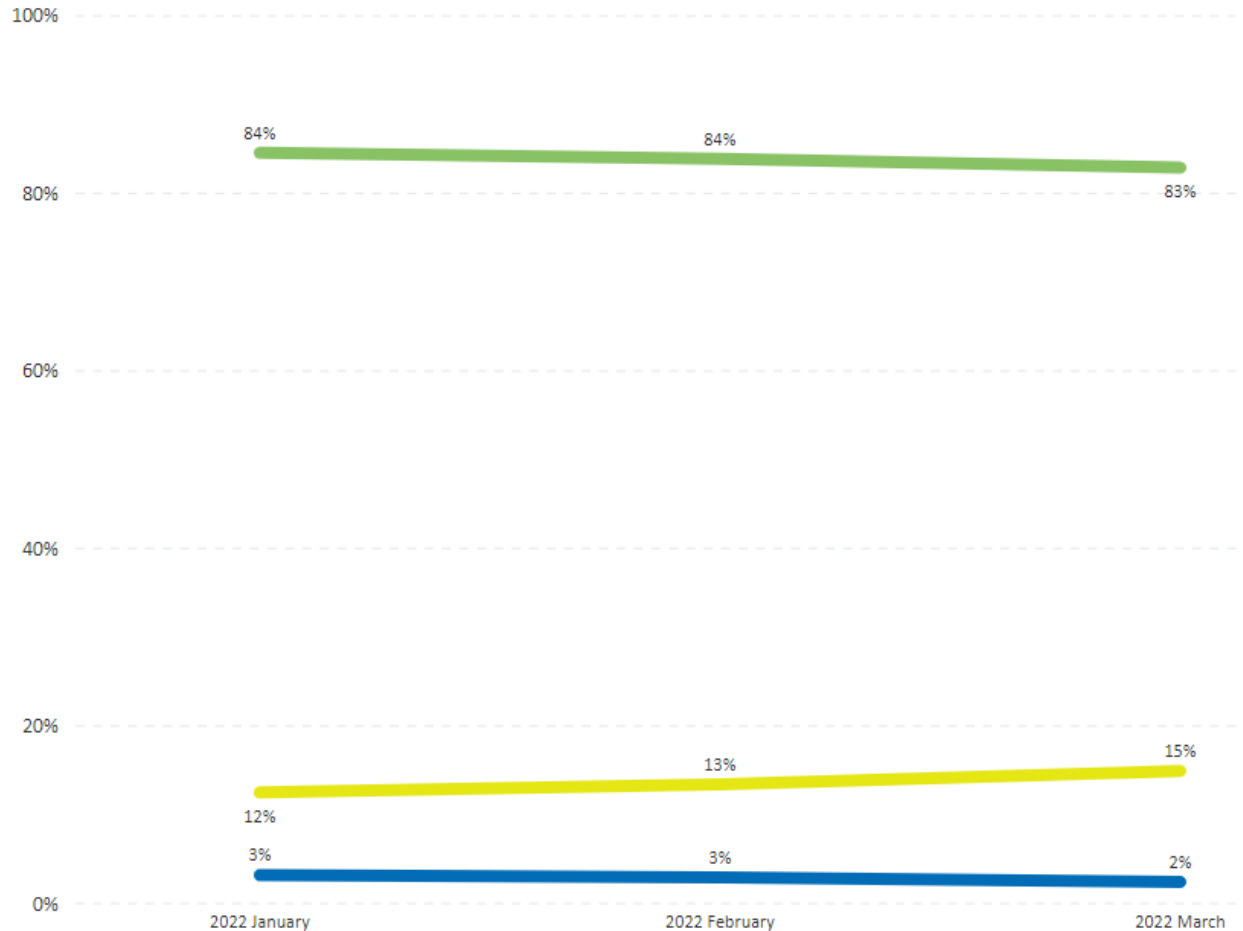


Sound Transit Routes

1st Quarter Pierce Transit On Time Performance (OTP)

Official monthly on-time performance (OTP)

— Early — Late — On time



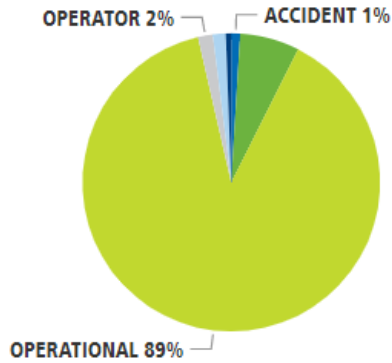
Highest OTP Routes	
52 – TCC Tac Mall	95.2%
63 – NE Tacoma	93.4%
54 – S 38 th / Portland	93.3%
10 – Pearl St	91.9%
212 – Steilacoom	90.6%

Lowest OTP Routes	
425 – Puyallup Connector	71.0%
1 – 6 th Ave / Pacific Ave	74.3%
402 – Meridian / Federal Way	75.2%
400 – Puyallup / Downtown Tacoma	76.7%
42 – McKinley	78.7%

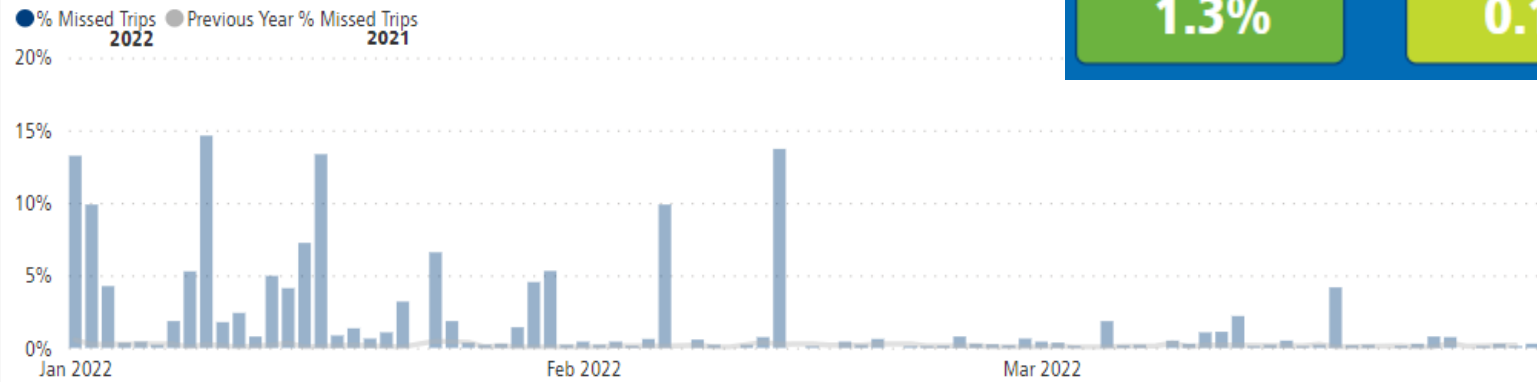
1st Quarter Missed Trips by Route

1,360 Missed trips in 2022	130 Missed trips in 2021
1.3%	0.1%

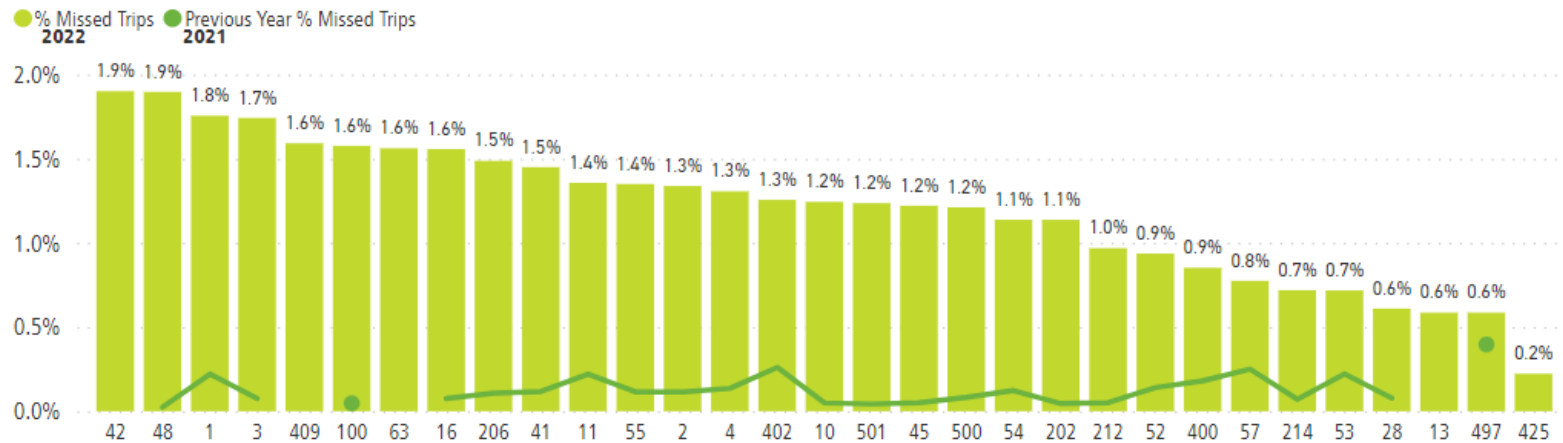
Reasons for missed trips 2022



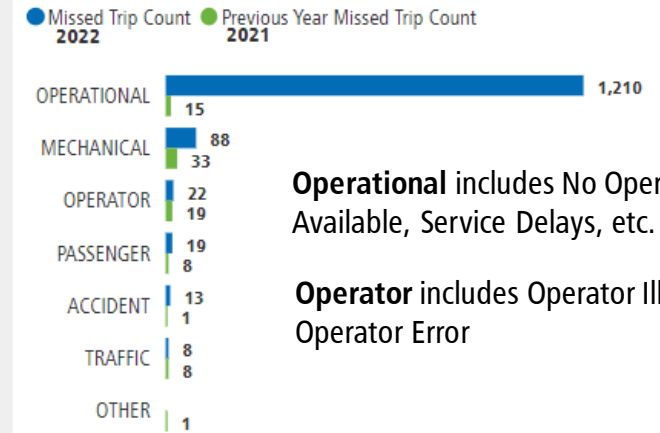
Percentage of trips missed, by day



Percentage of trips missed, by route



Missed trips, by reason



Operational includes No Operator Available, Service Delays, etc.

Operator includes Operator Illness, Operator Error

Key Take-Aways

- Total boardings for all modes are higher in January, February, and March 2022 compared to same months in 2021
- Boardings per service hour (all day types) are highest on PT routes 1, 500, 202, 2, and 54 and highest on ST routes 577, 574, 590, 578, and 595.
- Average OTP for all PT routes during January, February, and March 2022 is 83-84%.
- Missed trips on PT routes have decreased significantly in March 2022 compared to previous two months of 2022.

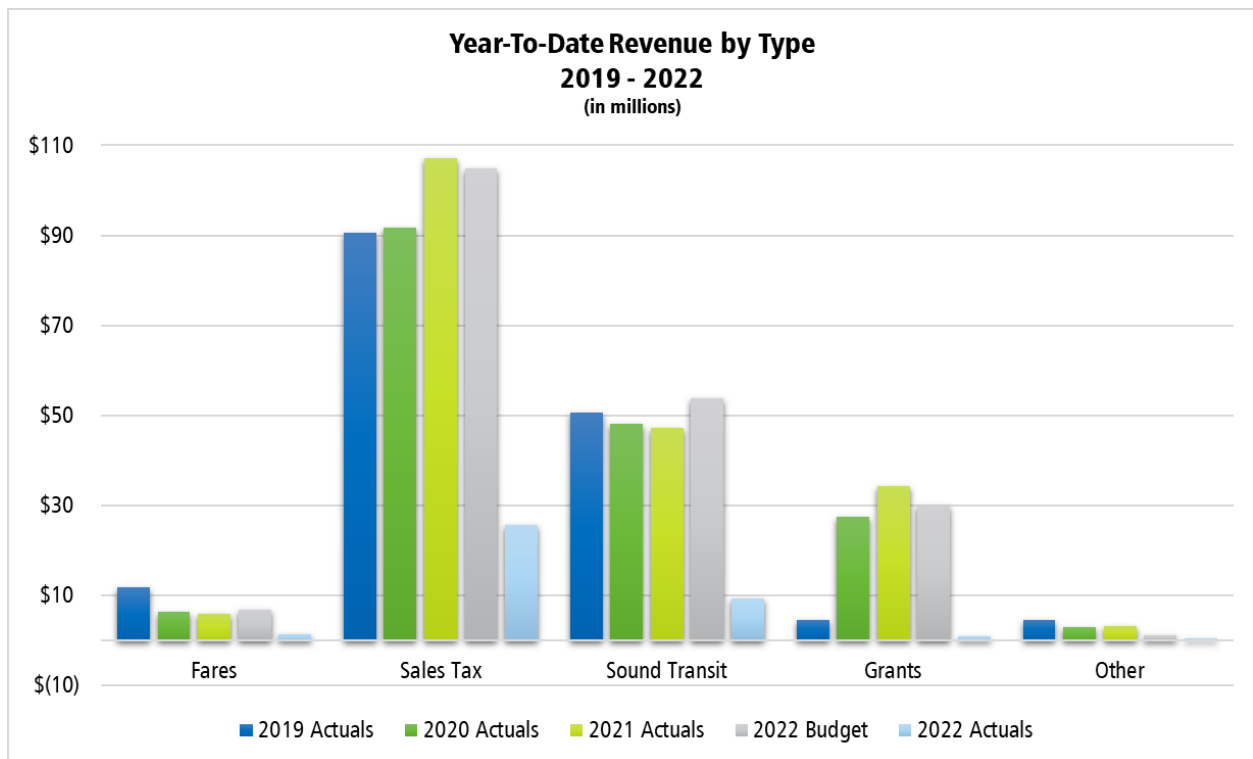
Pierce Transit
Quarterly Financial Report
01.01.2022 – 03.31.2022



Operating Revenues

As of March 31st, Pierce Transit has received 19.26% of the budgeted revenue. A comparison of operating revenue for three prior years and the 2022 Budget to Actuals are provided in the table below. Prior year actuals and budget figures are for the full year whereas current year actuals are January through March.

	2019 Actuals	2020 Actuals	2021 Actuals	2022 Budget	2022 Actuals	% of Budget Received
Fares	\$ 11,820,798	\$ 6,391,850	\$ 5,987,961	\$ 6,747,477	\$ 1,306,280	19.36%
Sales Tax	90,647,576	91,744,911	107,084,956	104,956,178	25,741,805	24.53%
Sound Transit	50,713,326	48,109,519	47,250,968	53,818,060	9,364,066	17.40%
Grants	4,635,073	27,548,949	34,245,718	29,966,320	1,041,826	3.48%
Other	4,514,848	2,934,627	3,274,551	1,247,417	443,495	35.55%
Total Operating Revenues	\$ 162,331,621	\$ 176,729,855	\$ 197,844,154	\$ 196,735,452	\$ 37,897,472	19.26%



Highlights from 1st Quarter:

Other revenue has the largest gains over budget at 35.55%. Grants are lagging below the 25% mark and can be attributed to the timing of grant billings. Fares are up as a percentage of budget when compared to last year at 16.57% during the same timeframe, indicating that ridership, while less than pre-pandemic levels, is returning. Sales tax and Sound Transit revenue is approximately at expectations with the budget.

Revenue Definitions

Fares – Revenues for actual services provided and include fixed route, SHUTTLE and Vanpool services. The current average fare per boarding is \$1.00. The last adult fare increase was in 2010.

Sales Tax – This revenue source provides most of our operating revenue and is based on taxable sales within the Pierce Transit Public Transportation Benefit Area. Currently, Pierce Transit only collects 0.6% of the 0.9% allowable sales tax rate.

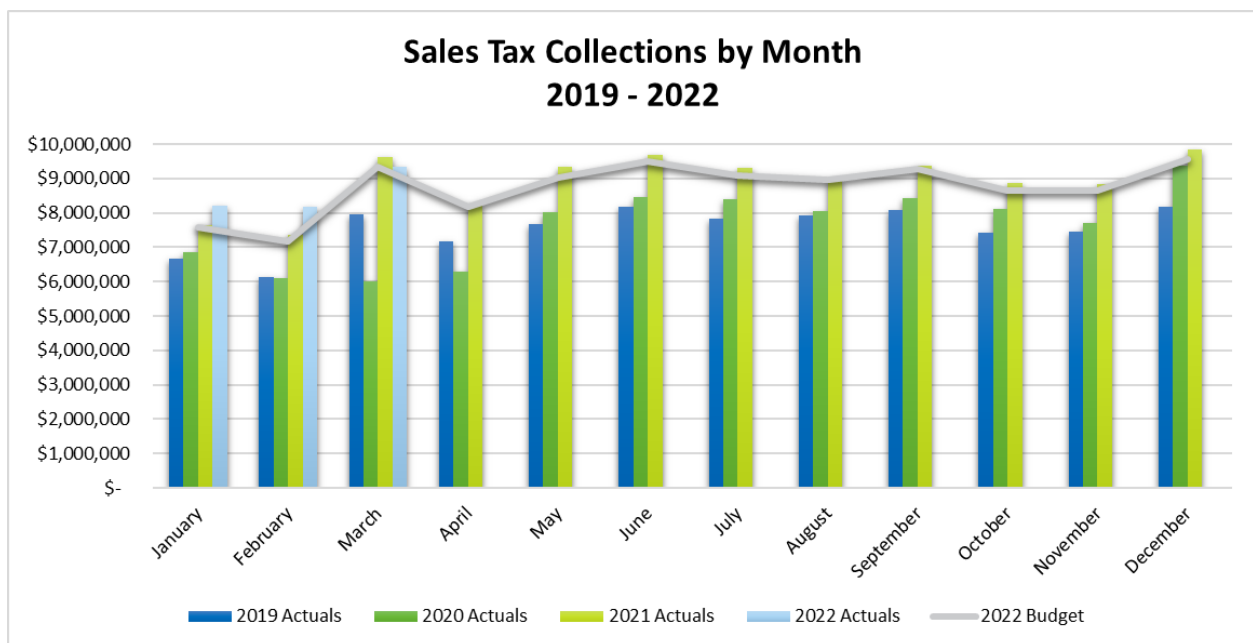
Sound Transit – Are reimbursable expenses for Pierce Transit providing regional transit service from Pierce to King County on behalf of Sound Transit. Reimbursements are based on the costs of services at an hourly rate for service hours required to provide the service.

Grants – Revenues to offset costs of running services. Included in grant revenues are Commute Trip Reduction and Special Needs Operations. These revenues are provided by Pierce County and Washington State.

Other – Other includes interest and advertising revenues that are received with more consistency as well as revenues that cannot be classified in one of the other revenue types.

Sales Tax Collections by Month

	2019	2020	2021	2022		% of Budget
	Actuals	Actuals	Actuals	Budget	Actuals	Received
January	\$ 6,661,763	\$ 6,855,621	\$ 7,637,028	\$ 7,589,780	\$ 8,208,189	108.15%
February	6,123,214	6,092,111	7,370,653	7,162,528	8,190,205	114.35%
March	7,966,546	5,994,922	9,636,003	9,343,411	9,343,411 *	100.00%
April	7,164,339	6,291,754	8,250,503	8,182,179		0.00%
May	7,673,750	8,019,580	9,337,168	9,029,374		0.00%
June	8,178,012	8,456,153	9,683,916	9,481,088		0.00%
July	7,835,117	8,381,745	9,299,206	9,094,877		0.00%
August	7,916,716	8,043,555	8,974,836	8,966,014		0.00%
September	8,086,917	8,410,943	9,357,987	9,259,733		0.00%
October	7,424,375	8,104,755	8,875,194	8,651,791		0.00%
November	7,446,670	7,710,856	8,825,007	8,636,986		0.00%
December	8,170,157	9,382,916	9,837,454	9,558,417		0.00%
Total Sales Tax	\$ 90,647,576	\$ 91,744,911	\$ 107,084,956	\$ 104,956,178	\$ 25,741,805	24.53%



*There is a two-month delay between when the sales tax is collected and remittance to Pierce Transit. The projection is based on the current year's monthly budgeted amount for this report until the remitted amount is finalized.

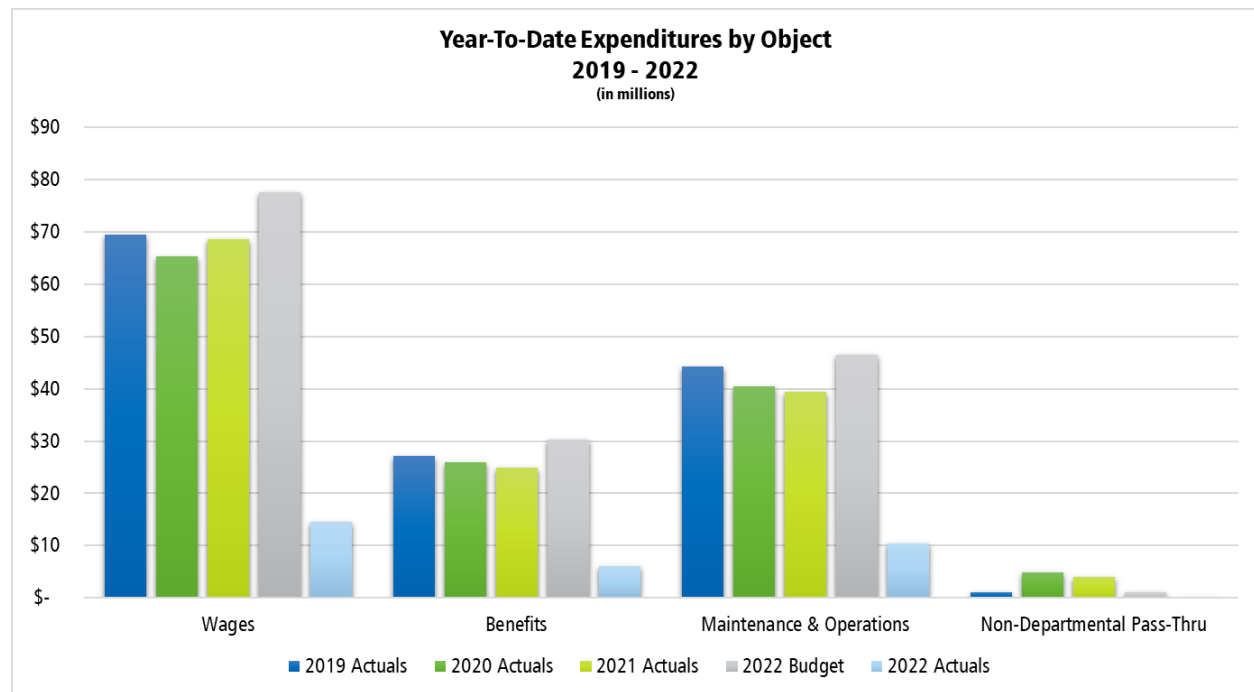
1st Quarter 2022 collections are 4.46%, or \$1,098,121 over year-to-date 2021 actuals.

1st Quarter 2022 collections are 6.83%, or \$1,646,086 over year-to-date 2022 budget.

Operating Expenditures by Object

As of March 31st, Pierce Transit has expended 19.99% of the budgeted expenditures. A comparison of operating expenditures for three prior years and the 2022 Budget and Actuals are provided in the table below. Prior year actuals and budget figures are for the full year whereas current year actuals are for January through March. Non-Departmental Pass-Thru funds are payments made to Pierce County as part of the 5307 agreement.

	2019 Actuals	2020 Actuals	2021 Actuals	2022 Budget	2022 Actuals	% of Budget Expended
Wages	\$ 69,382,120	\$ 65,241,313	68,615,578	\$ 77,490,382	\$ 14,502,176	18.71%
Benefits	27,084,106	25,905,379	24,993,805	30,351,438	6,146,234	20.25%
Total Personnel	96,466,226	91,146,692	93,609,383	107,841,820	20,648,410	19.15%
Maintenance & Operations	44,240,095	40,490,730	39,464,910	46,539,108	10,448,028	22.45%
Total Operating Expenditures	140,706,322	131,637,423	133,074,293	154,380,928	31,096,439	20.14%
Non-Departmental Pass-Thru	1,143,468	4,945,230	4,063,915	1,143,054	-	0.00%
Total Expenditures	\$ 141,849,790	\$ 136,582,653	\$ 137,138,208	\$ 155,523,982	\$ 31,096,439	19.99%



Highlights from 1st Quarter:

Overall operating expenditures are under budget by 5.01% when compared to 25% of the annual budget.

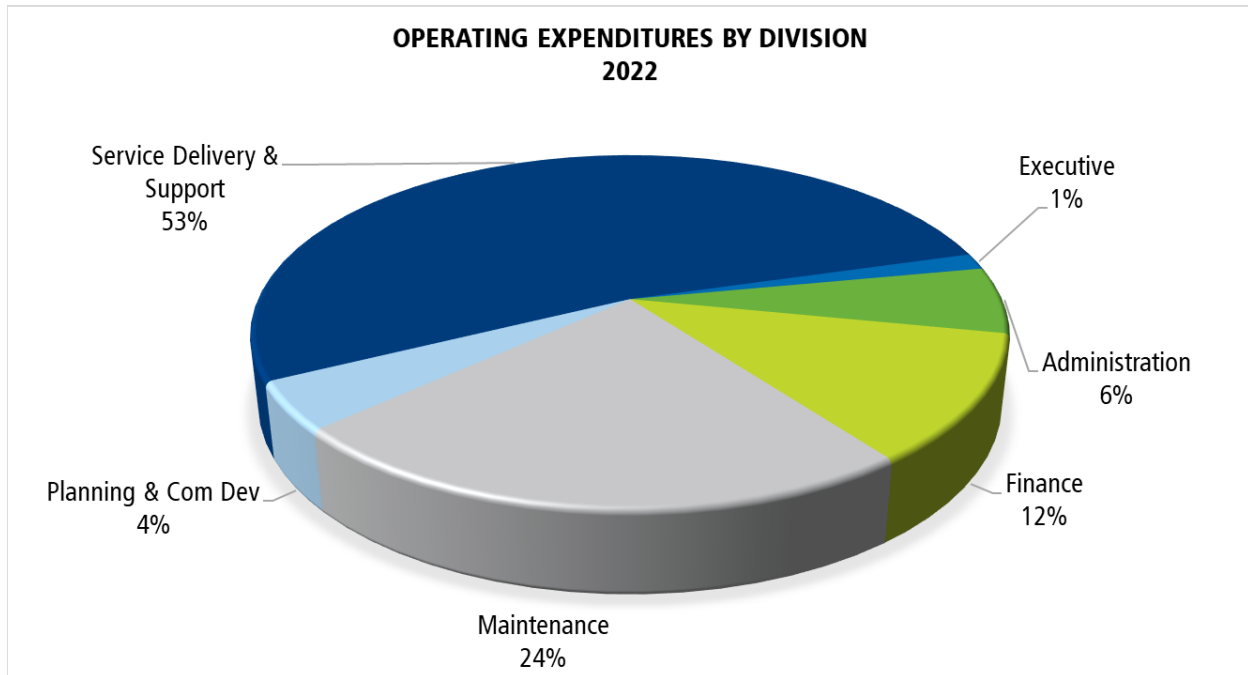
Wages and benefits are 66.4% of total expenditures.

No non-departmental pass-thru payments have been made to Pierce County as part of the 5307 agreement in the first quarter of 2022. Historically payments have been made later in the year. This year Pierce County will receive their portion of the ARPA funds, similar to CARES and CRRSSA in previous years, as well as regular funding.

Operating Expenses by Division

Pierce Transit consists of six divisions: Executive, Administration, Finance, Maintenance, Planning & Community Development, and Service Delivery & Support. Approximately 70% of our budgeted operating expenditures are wages and benefits for personnel. 870 or 89% of our personnel is included in Maintenance and Service Delivery & Support.

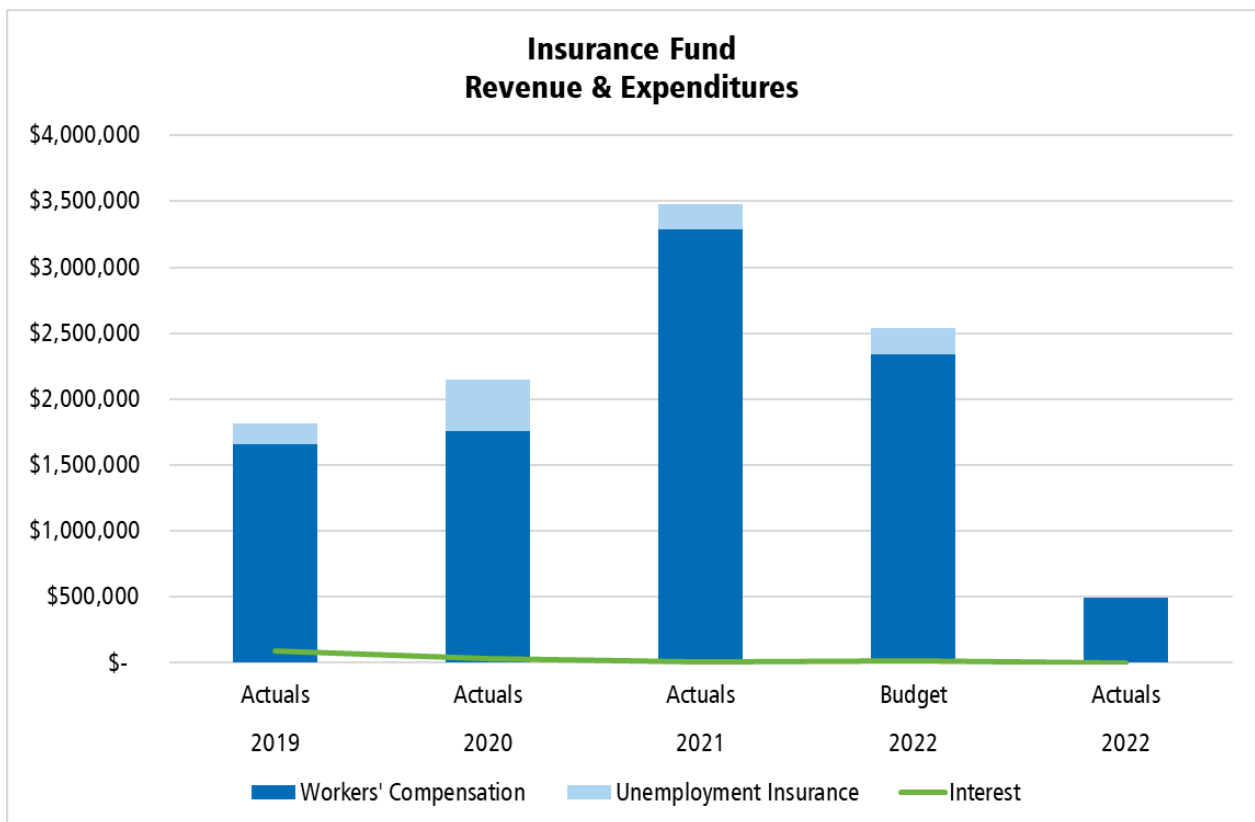
	2019 Actuals	2020 Actuals	2021 Actuals	2022 Budget	2022 Actuals	% of Budget Expended
Executive	\$ 1,705,646	1,552,165	\$ 1,744,538	\$ 1,903,001	\$ 457,386	24.03%
Administration	7,115,727	6,397,270	6,781,367	8,229,060	1,890,813	22.98%
Finance	11,606,724	11,985,261	11,343,753	13,102,091	3,631,094	27.71%
Maintenance	33,413,075	33,255,427	32,430,018	35,795,409	7,304,000	20.40%
Planning & Com Dev	6,959,382	5,977,022	6,096,954	7,835,157	1,374,366	17.54%
Service Delivery & Support	79,905,768	72,470,277	74,677,663	87,516,210	16,438,781	18.78%
Subtotal Operating Expenditures	\$ 140,706,322	\$ 131,637,423	\$ 133,074,293	\$ 154,380,928	\$ 31,096,439	20.14%



Insurance Fund

Pierce Transit's Insurance Fund covers the expenses for Worker's Compensation and Unemployment Insurance. This fund receives minimal revenues from interest. Expenditures over revenue are covered using reserves and transfers from the Operating Fund.

	2019 Actuals	2020 Actuals	2021 Actuals	2022 Budget	2022 Actuals	% of Budget
Revenue						
Interest	\$ 94,888	\$ 30,493	\$ 4,862	\$ 16,000	\$ 738	4.61%
Expenditures						
Workers' Compensation	\$ 1,657,148	\$ 1,758,366	\$ 3,285,201	\$ 2,340,000	\$ 493,361	21.08%
Unemployment Insurance	161,774	391,280	194,588	200,000	-	0.00%
	<u>\$ 1,818,922</u>	<u>\$ 2,149,646</u>	<u>\$ 3,479,789</u>	<u>\$ 2,540,000</u>	<u>\$ 493,361</u>	<u>19.42%</u>
Net Income (Loss)	<u>\$ (1,724,034)</u>	<u>\$ (2,119,153)</u>	<u>\$ (3,474,927)</u>	<u>\$ (2,524,000)</u>	<u>\$ (492,623)</u>	

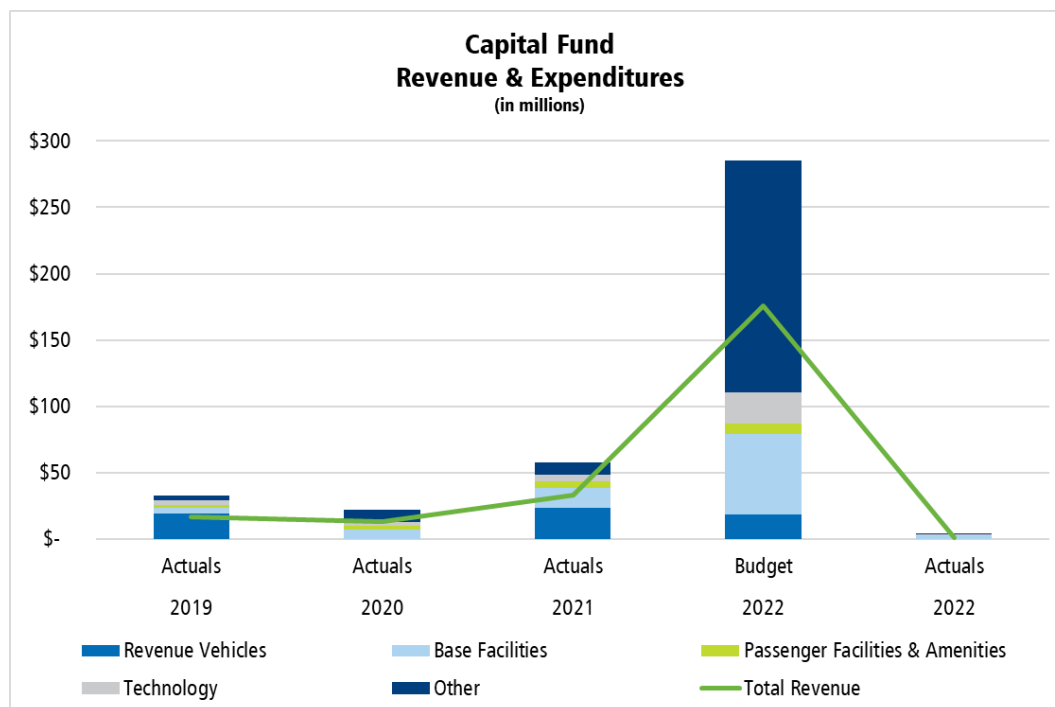


Capital Fund

Capital Fund is designated to provide funding and budgets for projects that meet the guidelines of capital, broadly defined as greater than \$5,000, or aggregate purchases over \$50,000, and useful life of more than one year. Capital projects are budgeted for the full amount in the year that they are added to the capital portfolio. Any unspent budgets are carried forward to the next budget year along with any remaining funding. Funding for projects is received from Federal, State, and other sources and is project specific. Expenditures over revenue are covered using reserves and transfers from the Operating Fund. Classifications of capital expenditures are defined by the National Transit Database (NTD).

	2019 Actuals	2020 Actuals	2021 Actuals	2022 Budget	2022 Actuals
Interest	\$ 1,281,523	\$ 378,937	\$ 60,408	\$ 325,000	\$ 9,356
Federal Grants	10,176,485	463,051	12,702,876	101,712,035	66,795
State Grants	2,518,313	3,506,650	7,905,372	15,668,258	86,538
Other Grants	2,864,005	8,286,327	12,160,582	58,142,208	718,068
Total Revenue	\$ 16,840,326	\$ 12,634,965	\$ 32,829,238	\$ 175,847,501	\$ 880,757
Revenue Vehicles	\$ 19,241,522	\$ 8,126	\$ 23,610,313	\$ 18,341,397	\$ -
Base Facilities	3,753,722	6,602,654	14,542,631	60,751,000	2,520,274
Passenger Facilities & Amenities	2,291,463	3,442,263	5,237,629	7,505,501	328,091
Technology	3,946,960	2,698,789	4,704,589	23,645,828	563,041
Other	3,369,026	9,263,181	9,473,279	174,890,226	529,063
Total Expenditures	\$ 32,602,693	\$ 22,015,014	\$ 57,568,440	\$ 285,133,952	\$ 3,940,470
Net Income (Loss)	\$ (15,762,367)	\$ (9,380,049)	\$ (24,739,202)	\$ (109,286,451)	\$ (3,059,712)

% Covered by Outside Funding 47.72% 55.67% 56.92% 61.56% 22.11%



Transfers

Transfers made from the Operating Fund to the Insurance and Capital Funds are to cover reserve requirements and expenditures. Transfers out from the Operating Fund and into the Insurance and Capital Funds net to zero and are not considered an actual revenue or expenditure in any fund. Below is a historical view of transfers made between funds.

	2019 Actuals	2020 Actual	2021 Actual	2022 Budget	2022 Actual	% of Budget
Operating Fund	\$ (17,562,500)	\$ (22,189,135)	\$ (20,647,692)	\$ (61,510,479)		0.00%
Insurance Fund	2,433,505	2,758,476	334,904	2,098,101		0.00%
Capital Fund	15,128,995	19,430,659	20,312,788	59,412,378		0.00%

Balances

Ending balances include the required reserves for the operating, insurance, and capital funds. The Board of Commissioner's reserve policy supports management decision-making by avoiding revenue-expenditure imbalances, supporting stable service delivery, and assuring funds are available for operations, self-insurance programs, and planned capital acquisition during economic downturns or other unanticipated events.

	Operating	Insurance	Capital
Beginning Balance	\$ 115,845,220	\$ 475,452	\$ 61,887,828
Revenue	\$ 37,897,472	738	880,757
Transfers-In	\$ -	\$ -	\$ -
	<u>\$ 37,897,472</u>	<u>\$ 738</u>	<u>\$ 880,757</u>
Expenditures	\$ 31,096,439	493,361	3,940,470
Transfers-Out	\$ -	\$ -	\$ -
	<u>\$ 31,096,439</u>	<u>\$ 493,361</u>	<u>\$ 3,940,470</u>
Ending Balance	<u>\$ 122,646,254</u>	<u>\$ (17,171)</u>	<u>\$ 58,828,116</u>
Required Reserve	\$ 25,700,000	\$ 1,200,000	\$ 9,300,000
Margin (Deficit)	\$ 96,946,254	\$ (1,217,171)	\$ 49,528,116

Reserve Requirements

Operating: A minimum of two months of agency operating expenditures of the current year and is currently \$25.7 million for 2022.

Insurance: An adequate level to protect the agency from self-insurance risk. The level is reviewed periodically and is currently \$1.2 million.

Capital: A minimum of 50% of the previous three years average of annual asset depreciation at any point in the Six-Year Financial Plan; 100% in the final year of the Six-Year Financial Plan and is currently \$9.3 million per year and \$18.6 million in the final year.

Budget Revisions & Amendments

Budget revisions are done when the approved budget moves from one account to another. Revisions do not have a financial impact on the agency budget. Budget revisions do require the Board of Commissioners' approval when capital projects are increased by \$50,000 or more cumulatively over the life of the project.

Budget amendments occur when unforeseen expenses are expected, and the agency budget is increased. Budget amendments require Board of Commissioner approval. Below is a list of changes made to the budget in the 1st quarter of 2022 and a table showing the new fund balances caused by the changes.

2022 Budget Summary												
Fund	Revenues & Other Sources						Expenditures & Other Uses				Original Ending Fund Balance	Revised Ending Fund Balance
	Original Beginning Balance	Fund Balance Adjustments	Adjusted Beginning Balance	Original Budget	Amendments	Revised Budget	Original Budget	Amendments	Revised Budget			
Operating	97,907,630	17,937,590	115,845,220	196,735,452	-	196,735,452	217,034,461	-	217,034,461	77,608,621	95,546,211	
Insurance	1,625,899	(1,150,447)	475,452	2,114,101	-	2,114,101	2,540,000	-	2,540,000	1,200,000	49,553	
Capital	59,174,073	2,713,755	61,887,828	235,259,879	-	235,259,879	285,133,952	305,929	285,439,881	9,300,000	11,707,826	
Total	158,707,602	19,500,898	178,208,500	434,109,432	-	434,109,432	504,708,413	305,929	505,014,342	88,108,621	107,303,590	

Fund	Item Description	Beginning Fund Balance	Revenues	Transfers-In	Sources	Expenditures	Transfers-Out	Uses	Ending Fund Balance	Factsheet or Resolution #
Operating										
	Beginning Fund Balance Adjustment from Estimate to Actual	17,937,590			-			-	17,937,590	N/A
		17,937,590	-	-	-	-	-	-	17,937,590	
Insurance										
	Beginning Fund Balance Adjustment from Estimate to Actual	(1,150,447)			-			-	(1,150,447)	N/A
		(1,150,447)	-	-	-	-	-	-	(1,150,447)	
Capital										
	Beginning Fund Balance Adjustment from Estimate to Actual	2,713,755			-			-	2,713,755	N/A
	Add Project #618 Lobby Hardening				-	85,543		85,543	(85,543)	FS2021-056
	Add Project #620 Bldg 5 A/V Equipment				-	220,386		220,386	(220,386)	FS2021-065
		2,713,755	-	-	-	305,929	-	305,929	2,407,826	
	Grand Total	19,500,898	-	-	-	305,929	-	305,929	19,194,969	