

**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.

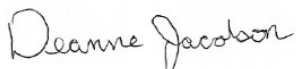
EXECUTIVE SESSION

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