

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2004-107

**Interagency Agreement with Pierce Transit for Operations and Maintenance of
Tacoma Dome Station**

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	11/18/04	Discussion/Possible Action	Martin Minkoff Director, Transportation Services Fred Chun, Project Manager, Transportation Services	(206) 398-5111 (206) 398-5044

Contract/Agreement Type:	✓	Requested Action:	✓
Competitive Procurement		Execute New Contract/Agreement	
Sole Source		Amend Existing Contract/Agreement	
Interlocal Agreement	✓	Contingency Funds (Budget) Required	
Purchase/Sale Agreement		Budget Amendment Required	

✓ *Applicable to proposed transaction.*

ACTION

Authorizes the Chief Executive Officer to execute a new interagency agreement with Pierce Transit for operations and maintenance of the Tacoma Dome Station for a term of five years for a total authorized agreement amount not to exceed \$3,443,390.

KEY FEATURES

- The agreement term is five years starting 2005 and ending at the end of 2009.
- The scope of agreement contains comprehensive facilities operations and maintenance services consistent with the previous agreement as follows:
 - Janitorial and general repairs
 - Electrical
 - Structural
 - Fire alarm monitoring and inspections
 - HVAC maintenance
 - Plumbing
 - Storm water system
 - Elevator maintenance
 - 24-7, 365 days, on-site security staffing
 - Surveillance system monitoring and maintenance
 - Parking management
 - Customer service provisions
 - Insurance provisions

- Cost sharing arrangement is based on the usage rate established by parking surveys between Sound Transit and Pierce Transit at 88% and 12%, respectively. The agreement amount reflects the Sound Transit's share.
- Annual reconciliation process is modified to reconcile uncontrollable cost items such as utilities and unscheduled maintenance.
- Includes a budget of \$311,000 for major repairs/upgrades outside the standard maintenance of the facility.

BUDGET IMPACT SUMMARY

There is no action outside of the Board-adopted budget; there are no subarea impacts or funding required from other parties other than what is already assumed in the financial plan.

BUDGET DISCUSSION

The Proposed 2005 Budget for transit operations includes \$2,688,641 for maintenance of stations. Included in this amount is \$573,839 for the Tacoma Dome Station operations and maintenance. This amount will be sufficient to cover the projected 2005 costs of this agreement. The remaining four years of operations and maintenance costs will be funded through the annual transit operations budget over the life of the proposed agreement.

In addition to the operations and maintenance costs discussed above, an amount of \$311,000 is included in the capital budget for the Regional Express Tacoma Dome Station project (#356). This amount is sufficient to fund the significant major repairs/upgrades contemplated in the agreement. The total agreement amount includes an annual Consumer Price Index increase of 3%.

REVENUE, SUBAREA, AND FINANCIAL PLAN IMPACTS

The proposed action is consistent with the current Board-adopted budget and is affordable within Sound Transit's current long-term financial plan and the subarea financial capacity. There are no additional revenues associated with this action.

BUDGET TABLE

The following table summarizes the impact of this action on the Regional Express transit operations budget, as detailed on page 45 of the Proposed 2005 Budget:

Summary for Board Action (Year of Expenditure \$000)

Action Item: Five year contract with Pierce Transit for operations and maintenance of Tacoma Dome Station

	(A) Current Approved	(B) Spent to Date	(C) Proposed Action	(D) Proposed Total Contract Value
Contract Budget	Contract Value	Spent to Date	Proposed Action	Proposed Total Contract Value
1 Pierce Transit	\$ -	\$ -	\$ 3,443	\$ 3,443
2 Contingency	0	-	-	-
3 Total	\$ -	\$ -	\$ 3,443	\$ 3,443
4 Percent Contingency	0%	-	0%	0%

Contract to be Charged to:

	2005 Operating Budget (1)	Future Operating Budgets	Direct Charges to Projects (2)	Total
5 Tacoma Dome Station Maintenance	574	2,559	311	3,443

	2005 Transportation Services Department, Account Budget--2005 Portion	2005 Operating Budget (3)	Spent to Date	Proposed Action	Surplus/ (Shortfall)
6 Other Maintenance of Stations	\$ 2,115	\$ -	\$ -	\$ -	\$ -
7 Tacoma Dome Station Maintenance	574	-	-	528	46
8 Total Maintenance of Stations	\$ 2,689	\$ -	\$ -	\$ 528	\$ 46

Notes

- 1 This is the amount in the Proposed 2005 Budget specifically allocated to Tacoma Dome Station Maintenance as covered by this agreement, as well as identifying future amounts to be budgeted to fund the remainder of the term of the agreement. These amounts will be budget over the five-year life of the agreement.
- 2 This amount will be charged to the Tacoma Dome Station capital project. The remaining balance (\$311k) of this project will be transferred to the Transportation Services Department from the Capital Projects Department as part of the adoption of the 2005 Budget.
- 3 The amounts included on page 45 the Proposed 2005 Budget for maintenance of stations include budgets for Tacoma Dome Station, as covered by this agreement, as well as all other stations maintained by Sound Transit. This table reconciles the portion of the 2005 budget allocated specifically to Tacoma Dome Station.

M/W/DBE – SMALL BUSINESS PARTICIPATION

Not applicable for this transaction.

History of Project

Prior Board or Committee Actions and Relevant Board Policies

Motion or Resolution Number	Summary of Action	Date of Action
M2004-88	Approval of the Tacoma Dome Station agreement extension to end of 2004	9/2//04
M2000-106	Approval of the Tacoma Dome Station maintenance and operations agreement with Pierce Transit.	11/30/00
R99-12	Authorized the CEO to execute an Operations and Maintenance Agreements for Regional Express bus service with Pierce Transit.	04/22/99

The Tacoma Dome Station is the first multi-modal; structured transit facility in the Puget Sound region providing over 2,400 covered parking stalls for Sound Transit and Pierce Transit customers. In addition to parking, the facility includes on-site customer service office, public restrooms, bus platform and the public plaza area, four elevators, and closed-circuit television security system.

In November 2000, Sound Transit entered into an interagency agreement with Pierce Transit for the operations and maintenance of the Tacoma Dome Station. This agreement expired at the end of September 2004, and subsequently the Sound Transit Finance Committee approved extending the term of the agreement to December 2004. The extension allows time to complete the negotiations of the new agreement. The work scope of the new agreement is consistent with the former agreement. The new agreement allocates the cost for operations and maintenance services between Sound Transit and Pierce Transit based on the parking survey performed last October. Based on the Sound Transit and Pierce Transit agree to 88/12 share for the duration of this agreement.

CONSEQUENCES OF DELAY

The current Agreement expires on December 31, 2004, and without Finance Committee's authorization, services at the Tacoma Dome Station may not be provided.

PUBLIC INVOLVEMENT

In 2004, a customer parking survey was conducted to determine the usage of the facility.

LEGAL REVIEW

JW 9/16/04

SOUND TRANSIT

MOTION NO. M2004-107

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to execute the interagency agreement with Pierce Transit for the maintenance and operations of the Tacoma Dome Station for a term of five years for a total authorized agreement amount not to exceed \$3,443,390.

Background:

The Tacoma Dome Station is the first multi-modal; structured transit facility in the Puget Sound region providing over 2,400 covered parking stalls for Sound Transit and Pierce Transit customers. In addition to parking, the facility includes on-site customer service office, public restrooms, bus platform and the public plaza area, four elevators, and closed-circuit television security system.

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Motion:


It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority the Chief Executive Officer is authorized to execute the interagency agreement with Pierce Transit for the maintenance and operations of the Tacoma Dome Station for a term of five years for a total authorized agreement amount not to exceed \$3,443,390.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on November 18, 2004.



Kevin R. Phelps
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator