

**SOUND TRANSIT  
STAFF REPORT**

**MOTION NO. M2009-109**

**Tacoma Dome Station Operations and Maintenance Agreement**

<b>Meeting:</b>	<b>Date:</b>	<b>Type of Action:</b>	<b>Staff Contact:</b>	<b>Phone:</b>
Finance Committee	12/3/09	Discussion/Possible Action	Vicki Youngs, Deputy Director, Property, Facilities and Equipment <b>Sue McKim, Project Manager</b>	(206) 398-5024  (206) 689-3358

<b>Contract/Agreement Type:</b>	<b>✓</b>	<b>Requested Action:</b>	<b>✓</b>
Competitive Procurement		Execute New Contract/Agreement	<b>✓</b>
Sole Source		Amend Existing Contract/Agreement	
Agreement with Other Jurisdiction(s)	<b>✓</b>	Budget Amendment	
Real Estate		Property Acquisition	

**PROJECT NAME**

Tacoma Dome Station Operations and Maintenance Agreement

**PROPOSED ACTION**

Authorizes the chief executive officer to execute a three-year agreement with two one-year options to extend with Pierce Transit for operations and maintenance of the Tacoma Dome Station for a total authorized agreement amount not to exceed \$2,784,021.

**KEY FEATURES of PROPOSED ACTION**

- The current agreement with Pierce Transit for operations and maintenance of the Tacoma Dome Station expires December 31, 2009. The scope of the new agreement is consistent with previous agreements and includes janitorial services, parking management, security, surveillance equipment maintenance, fire and life safety system maintenance, utilities, landscape maintenance, lost and found services for Tacoma Link light rail, elevator maintenance, pest management and insurance.
- The agreement continues Sound Transit's current cost share of 88% for 2010. In 2010, a use survey will be conducted to review the current cost share. The results may require the cost share to be revised for subsequent years of the agreement term.
- The agreement carries forward Sound Transit's commitment in the original Tacoma Dome Station construction agreement with Pierce Transit of \$389,873 (2011\$) for major mid-life maintenance.
- The agreement provides for billing on the basis of actual costs incurred and continues Sound Transit's share (88%) of net revenues associated with parking charges administered by the Pierce Transit parking management contractor.
- The funding amount requested in this action will cover three years of operations and maintenance for the Tacoma Dome Station. Authorization to execute the agreement options and to add additional funding to the agreement will require Board action. The cost estimate for the entire five years has been incorporated into the Agency's financial plan.

**BUDGET IMPACT SUMMARY**

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

**BUDGET and FINANCIAL PLAN DISCUSSION**

The proposed agreement will be funded through the annual transit operations budgets over the life of the agreement. Sound Transit costs are shared proportionally among Tacoma Link, ST Express and Sounder. The costs for the 2010 portion of the agreement have been included in the proposed 2010 transit operations budget in the maintenance of stations line item. For 2010, a total of \$2.7 million has been budgeted for the maintenance of stations and facilities. The total cost of this agreement in 2010 is estimated at \$855 thousand.

Sound Transit shares in a proportionate amount of net revenues associated with parking charges administered by the Pierce Transit parking management contractor. Revenue sharing terms are the same as in the existing agreement. In 2009, the net revenues accruing to Sound Transit amount to \$89,307 through the first nine months of the year.

**BUDGET TABLE**

The proposed agreement would be funded through the annual transit operations budgets over the life of the agreement. The impact of this agreement on the annual transit operations budgets is illustrated below:

**Summary for Board Action (X \$1,000)**

**Action Item: Execute an agreement with Pierce Transit for operations and maintenance of the Tacoma Dome Station Garage for three years.**

Current Year Budget	Proposed 2010 Budget (1)	Spent to date in 2009	Agreement Expenditures 2010	Remaining 2010 Budget
Sounder, Maintenance of Stations	788	0	86	703
ST Express, Maintenance of Stations	1,307	0	547	760
Tacoma Link, Maintenance of Stations	318	0	222	96
All other Maintenance of Stations	279	0	0	279
<b>Total, Maintenance of Stations and Facilities</b>	<b>2,692</b>	<b>0</b>	<b>855</b>	<b>1,558</b>

Agreement Spending Plan	Prior Year(s) Spending	2010 Spending	Future Expenditures	Total
Pierce Transit (This Action)		855	1,929	2,784
<b>Total</b>	<b>-</b>	<b>855</b>	<b>1,929</b>	<b>2,784</b>

Agreement Budget	Current Approved Agreement	Spent to Date	Proposed Action	Proposed Total Agreement Value
Pierce Transit	-	-	2,784	2,784
Contingency	-	-	0	0
<b>Total Contract</b>	<b>-</b>	<b>-</b>	<b>2,784</b>	<b>2,784</b>
Percent Contingency	-	-	0%	0%

**Notes:**

<sup>1</sup> Represents funding budgets for the proposed action. The Sounder maintenance of facilities budget can be found on page 25 of the Proposed 2010 Budget book. The ST Express maintenance of stations budget can be found on page 28 of the Proposed 2010 Budget book. The Tacoma Link maintenance of stations and facilities budget can be found on page 20 of the Proposed 2010 Budget book.

**SMALL BUSINESS PARTICIPATION**

Not applicable for this transaction.

## **PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION**

The purpose of the agreement is to define the operations and maintenance services to be provided by Pierce Transit at the Tacoma Dome Station for ST Express, Tacoma Link and Sounder, revenue sharing, and the costs to be borne by each party. The agreement also continues Sound Transit's commitment of \$389,873 (in 2011\$) for major mid-life maintenance.

Tacoma Dome Station is a multi-modal facility providing over 2,400 covered parking stalls. In addition to parking, customer facilities include public restrooms, a bus platform, public plaza area, elevators, pedestrian bridge, and a closed-circuit television security system. The station serves ST Express, Sounder, and Tacoma Link customers as well as Pierce Transit customers.

Pierce Transit owns and operates Tacoma Dome Station, a project that was constructed in two phases. Phase I was funded solely by Pierce Transit and included a bus transit platform, parking garage and pedestrian bridge. Sound Transit and Pierce Transit respectively contributed \$10,598,000 and \$10,564,000 to construct Phase II, which included a second parking garage with a connection to the Phase I garage.

The agreement provides for a three-year term with two one-year options to extend to enable the Board to verify that cost forecasts are being met and that Sound Transit is satisfied with the performance of Pierce Transit. For planning purposes, a 4% inflation rate has been built into the future years' estimates.

### **Prior Board/Committee Actions**

None.

### **CONSEQUENCES of DELAY**

The current agreement expires on December 31, 2009. A delay in approval of this agreement will negatively impact Pierce Transit's ability to perform operations and maintenance services at Tacoma Dome Station.

### **PUBLIC INVOLVEMENT**

Not applicable to this action.

### **ENVIRONMENTAL COMPLIANCE**

SSK 11-24-09

### **LEGAL REVIEW**

JW 11/24/09

**SOUND TRANSIT**

**MOTION NO. M2009-109**

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a three-year agreement with two one-year options to extend with Pierce Transit for operations and maintenance of the Tacoma Dome Station for a total authorized agreement amount not to exceed \$2,784,021.

**Background:**

The purpose of the agreement is to define the operations and maintenance services to be provided by Pierce Transit at the Tacoma Dome Station for ST Express, Tacoma Link and Sounder, revenue sharing, and the costs to be borne by each party. The agreement also continues Sound Transit's commitment of \$389,873 (in 2011\$) for major mid-life maintenance.

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**Motion:**

It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a three-year agreement with two one-year options to extend with Pierce Transit for operations and maintenance of the Tacoma Dome Station for a total authorized agreement amount not to exceed \$2,784,021.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on December 3, 2009.



Aaron Reardon  
Finance Committee Chair

ATTEST:



Marcia Walker  
Board Administrator