

MOTION NO. M2015-49

Ratify Agreement for Tacoma Dome Garage Maintenance Services

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	06/04/2015	Recommend to Board	Bonnie Todd, Executive Director of Operations
Board	06/25/2015	Final Action	David Huffaker, Acting Director, Facilities and Asset Control

PROPOSED ACTION

Ratifies expenditures made under the Tacoma Dome Station Operations and Maintenance Agreement through the agreement's expiration in March 2015 in the amount of \$1,041,773, for a new total authorized agreement amount not to exceed \$3,825,794.

KEY FEATURES SUMMARY

- This action would ratify expenditures that exceeded the not to exceed amount for the agreement for operations and maintenance of Tacoma Dome Garage from January 2010 through March 2015.
- The agreement approved by the Board in December 2009 included a not to exceed amount based on estimated costs for the initial three-year agreement term. The agreement with Pierce Transit did not include a not to exceed amount; rather, the agreement included a scope of work and cost sharing methodology.
- During the past five years, Sound Transit used the annual budget process to provide annual funding for the agreement, but did not return to the Board to request authorization for additional funding authority beyond the original staff report.
- The agreement scope of work included security, surveillance equipment operations and maintenance, janitorial services, fire/life/safety system operations and maintenance, landscape maintenance, elevator maintenance, pest management, utilities, and insurance.
- The agreement is closed except for this ratification. A new agreement with Pierce Transit was adopted by the Board in March and went into effect in April 2015.

BACKGROUND

Pierce Transit owns and operates Tacoma Dome Station, which is a multi-modal facility providing over 2,300 covered parking stalls. The station serves ST Express, Sounder, and Tacoma Link customers as well as Pierce Transit customers. 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 agreement defined the operations and maintenance services to be provided by Pierce Transit at the Tacoma Dome Station and established Sound Transit's cost share of the operations and maintenance service.

When the agreement was first reviewed with the Board in 2009, an estimated cost for three years was provided in the action. Expenditures were tracked based on the annual budget amount rather than the not to exceed amount established by the Board. Because of this tracking structure, agreement expenditures exceeded the amount the Board authorized. For the agreement currently in place for the Tacoma Dome Station operations and maintenance, the Board authorized a scope of work and process for cost sharing. Agreement funding is established with the annual budget

adoption by the Board. This approach is now consistent with other inter-governmental agreements where Sound Transit is utilizing an asset owned by a partner agency.

FISCAL INFORMATION

This action ensures the ratification of expenses for the Tacoma Dome Parking Garage agreement. During the past five years (2010-2015), the Board approved annual budgets related to the Tacoma Dome Parking Garage agreement. However, staff did not request Board authorization for additional funding authority when expenditures exceeded the agreement amount authorized by the Board. The expenditures for this agreement are recognized in three modal budgets – ST Express, Sounder and Tacoma Link by percentage split, based on user survey results.

SMALL BUSINESS/DBE PARTICIPATION AND APPRENTICESHIP UTILIZATION

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Small Business and DBE goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of Small Businesses/DBEs available to perform such subcontracting work.

Sound Transit determined that Small Business and DBE subcontracting opportunities are infeasible or improbable based upon the work described in this contract, therefore Small Business/DBE goals were not established or required.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

A one month delay would not have a significant impact on this action.

PRIOR BOARD/COMMITTEE ACTIONS

Motion No. M2014-96: Authorized the chief executive officer to extend the existing interagency operations and maintenance agreement regarding Tacoma Dome Station Garage with Pierce Transit through March 31, 2015.

Motion No. M2009-109: Authorized 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.

ENVIRONMENTAL REVIEW

Jl 5/22/2015

LEGAL REVIEW

JW 5/28/2015

MOTION NO. M2015-49

A motion of the Board of the Central Puget Sound Regional Transit Authority ratifying expenditures made under the Tacoma Dome Station Operations and Maintenance Agreement through the agreement's expiration in March 2015 in the amount of \$1,041,773, for a new total authorized agreement amount not to exceed \$3,825,794.

BACKGROUND:

Pierce Transit owns and operates Tacoma Dome Station, which is a multi-modal facility providing over 2,300 covered parking stalls. The station serves ST Express, Sounder, and Tacoma Link customers as well as Pierce Transit customers. 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 Tacoma Dome Station Operations and Maintenance Agreement defined the operations and maintenance services to be provided by Pierce Transit at the Tacoma Dome Station and established Sound Transit's cost share of the operations and maintenance service.

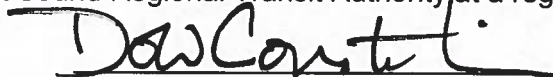
When the agreement was first reviewed with the Board in 2009, an estimated cost for three years was provided in the action. Expenditures were tracked based on the annual budget amount rather than the not to exceed amount established by the Board. Because of this tracking structure, agreement expenditures exceeded the amount the Board authorized. For the agreement currently in place for the Tacoma Dome Station operations and maintenance, the Board authorized a scope of work and process for cost sharing. Agreement funding is established with the annual budget adoption by the Board. This approach is now consistent with other inter-governmental agreements where Sound Transit is utilizing an asset owned by a partner agency.

During the past five years, Sound Transit used the annual budget process to provide annual funding for the agreement, but did not return to the Board to request authorization for additional funding authority beyond the original staff report. This action would ratify expenditures that exceeded the not to exceed amount for the agreement for operations and maintenance of Tacoma Dome Garage from January 2010 through March 2015. The agreement is closed except for this ratification. A new agreement with Pierce Transit was adopted by the Board in March and went into effect in April 2015.

MOTION:

It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that expenditures made under the Tacoma Dome Station Operations and Maintenance Agreement are ratified through the agreement's expiration in March 2015 in the amount of \$1,041,773, for a new total authorized agreement amount not to exceed \$3,825,794

APPROVED by the Board of the Central Puget Sound Regional Transit Authority, at a regular meeting thereof held on June 25, 2015.



Dow Constantine
Board Chair

ATTEST:



Kathryn Flores
Board Administrator