

MOTION NO. M2015-73
Puyallup Red Lot Operations and Maintenance Agreement

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	08/06/2015	Final Action	Bonnie Todd, Executive Director of Operations Michael Miller, Customer Facilities and Accessible Services Manager

PROPOSED ACTION

Authorizes the chief executive officer to execute a five-year agreement with the Western Washington Fair Association to provide operations and maintenance for the Puyallup Red Lot for the period of October 1, 2015 through September 30, 2020 in the amount of \$303,127, with a contingency of \$21,205 for a total authorized contract amount not to exceed \$324,332.

KEY FEATURES SUMMARY

- The Puyallup Red Lot provides 219 parking spaces for Sounder customers who use the Puyallup Station.
- The agreement covers routine maintenance that includes: weekly trash pickup, cleaning the blacktop, landscaping, pesticide control and tree pruning. The first year maintenance cost will be \$19,800 for routine maintenance. This amount will be increased by 2.5% annually.
- The agreement also includes major, emergency, and non-routine maintenance as needed up to \$20,000 per year. The as needed maintenance includes de-icing, snow removal, storm drain cleaning, and repairs due to vandalism.
- Non-routine maintenance will require prior approval from Sound Transit. Major emergency and non-routine maintenance work exceeding the \$20,000 per year cap would also require Sound Transit's prior written approval.
- Each year Sound Transit may purchase parking permits at a 30% discount to allow riders to continue to use the Red Lot during the annual Washington State Fair. Funding for the parking permits has been incorporated into the agreement.

BACKGROUND

High demand for Sounder commuter rail service along the Tacoma-Seattle corridor has resulted in spillover parking in neighborhoods adjacent to the commuter rail stations in Puyallup, Sumner, and Auburn.

In February 2010, Sound Transit entered into a development agreement with the Fair and the City of Puyallup to improve the Fair-owned Red Lot. The Red Lot, located at 5th Street SW and 7th Avenue SW in Puyallup, was an unimproved surface lot owned and primarily used by the Fair for event parking. The Puyallup Parking Expansion project created an initial 219 parking spaces for Sound Transit commuters, with the potential for additional capacity up to a maximum total of 625 spaces, subject to negotiation with the Fair. The development agreement included improvements to the Red Lot such as paving, stripping, landscaping and irrigation, and lighting. Under the agreement, Sound Transit received a 25-year easement for use of the Red Lot.

The Red Lot became available to commuters in October 2010. The Red Lot is served by Pierce Transit Route 495, which shuttles commuters from the lot to Puyallup Station. Beginning with the September service change, Route 495 will be replaced by ST Express Route 580 operating from Lakewood Station to Puyallup.

FISCAL INFORMATION

The funding level for the proposed agreement is presented for approval annually through the Board budget review process. The cost of services provided under this agreement is recognized as part of facilities maintenance within the annual Sounder Commuter rail operating budget. The 2015 facilities maintenance is \$1,278,459. Of that amount, \$4,950 will be allocated to fund the proposed agreement.

Funding for future years under this agreement will be included in the annual budget development process based on negotiated estimated costs in conformance with the proposed agreement as provided by Western Washington Fair Association.

Currently Year Maintenance budget	Adopted 2015 Budget	Spent and Committed to date in 2015	Contract Expenditures 2015	Remaining 2015 Budget
Sounder Facilities Maintenance	1,278	405	5	1,273
Total Operations Maintenance budget	1,278	405	5	1,273

Contract Spending Plan	Prior Year(s) Spending			Total
	2015 Spending	Future Spending		
Western Washington Fair Association	5	319		324

Contract Budget	Approved	Spent to Date	Proposed Action	Contract Value
Western Washington Fair Association	-	-	303	303
Contingency	-	-	21	21
Total Contract	-	-	324	324
Percent Contingency	-	-	7%	7%

Notes:

Spent and Committed to Date = YTD actuals + forecast.

Amounts are expressed in Year of Expenditure \$000.

Board Approvals = Committed to-date + Contingency, and includes pending Board Actions.

The maintenance budget for Sounder can be found on page 49 of 2015 Adopted Budget book.

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, so Small Business/DBE goals were not established or required.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

A one month delay would not create a significant impact to the project schedule.

PRIOR BOARD/COMMITTEE ACTIONS

Motion No. M2010-89: Authorized the chief executive officer to execute an operations and maintenance agreement with the Western Washington Fair Association for the Puyallup Parking Expansion project for a total authorized amount not to exceed \$160,000.

Motion No. M2010-27: Authorized the chief executive officer to execute a three-party development agreement with the City of Puyallup and the Western Washington Fair Association for the Puyallup Parking Expansion Project.

Motion No. M2010-26: Authorized the chief executive officer to execute an agreement with the Western Washington Fair Association for the Puyallup Parking Expansion project for a total authorized amount not to exceed \$2,100,000.

ENVIRONMENTAL REVIEW

JI 7/24/2015

LEGAL REVIEW

JW 7/30/2015

MOTION NO. M2015-73

A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a five-year agreement with the Western Washington Fair Association to provide operations and maintenance for the Puyallup Red Lot for the period of October 1, 2015 through September 30, 2020 in the amount of \$303,127, with a contingency of \$21,205 for a total authorized contract amount not to exceed \$324,332.

BACKGROUND:

- High demand for Sounder commuter rail service along the Tacoma-Seattle corridor has resulted in spillover parking in neighborhoods adjacent to the commuter rail stations in Puyallup, Sumner, and Auburn.

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The agreement with the Western Washington Fair Association covers routine maintenance including weekly trash pickup, cleaning the blacktop, landscaping, pesticide control and tree pruning. The first year maintenance cost will be \$19,800 for routine maintenance. This amount will be increased by 2.5% annually. The agreement also includes major, emergency, and non-routine maintenance as needed up to \$20,000 per year. The as needed maintenance includes de-icing, snow removal, storm drain cleaning, and repairs due to vandalism. Non-routine maintenance will require prior approval from Sound Transit, and work exceeding the \$20,000 per year cap would also require Sound Transit's prior written approval.

Each year Sound Transit may purchase parking permits at a 30% discount to allow riders to continue to use the Red Lot during the annual Washington State Fair. Funding for the parking permits has been incorporated into the agreement.

MOTION:

It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a five-year agreement with the Western Washington Fair Association to provide operations and maintenance for the Puyallup Red Lot for the period of October 1, 2015 through September 30, 2020 in the amount of \$303,127, with a contingency of \$21,205, for a total authorized contract amount not to exceed \$324,332.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on August 6, 2015.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Kathryn Flores
Board Administrator