

Motion No. M2019-114

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

| Meeting: | Date: | Type of action: | Staff contact: |
|---------------------------------------|--------------------------|------------------------------------|---|
| Rider Experience and Operations Board | 12/05/2019 12/19/2019 | Recommend to Board Final action | Bonnie Todd, Executive Director of Operations Shelley Xie, Deputy Executive Director of Support Services and Operations |

Proposed action

Authorizes the chief executive officer to execute an interagency agreement with the Pierce County Public Transportation Benefit Area Corporation (Pierce Transit) for operations and maintenance of the Tacoma Dome Station for the period through December 31, 2024, with an option to extend for one three-year period, contingent upon Board approval of the Proposed 2020 Budget through Resolution No. R2019-30.

Key features summary

- The current operations and maintenance agreement with Pierce Transit was approved by the Board through Motion No. M2015-21 and is set to expire December 31, 2019. The proposed agreement term is a five year base, beginning January 1, 2020, and one three year option that if exercised, would extend the agreement to December 31, 2027.
- The scope of work of the new agreement is consistent with the current agreement and includes operations and maintenance costs including, surveillance equipment, parking surveys, janitorial services, elevator service and repair, landscaping service, fire/life/safety system, property insurance, pest management, utilities and security.
- The agreement continues Sound Transit's financial contribution to the operations and maintenance of the Tacoma Dome Garage and Bus Platform. This agreement leverages the same cost share methodology used in preceding agreements:
 - Operations and Maintenance costs under the agreement are based on the proportional share of Sound Transit's customers who utilize the Tacoma Dome Garage. Under the parking survey conducted in 2019, Sound Transit's cost share is 75%.
 - Tacoma Dome Garage refurbishment costs are shared based on the same level as that year's parking utilization.
- If approved, the agreement will begin January 1, 2020. The total estimated cost of this agreement is approximately \$11,032,820 to cover operations and maintenance costs through December 31, 2027 (which includes the one three-year extension).
- The funding for this action will come from the Board adoption of the annual transit operations budget. For planning purposes, a 3.5% CPI rate has been built into the future years' estimates along with a range of assumptions for Sound Transit's cost share percent, which can vary based on the results of the annual parking utilization survey. Cost for this agreement may increase in out years

due to the percentage split determined during the annual parking utilization survey, and costs associated with maintaining the structure to meet service standards.

Background

The purpose of this agreement is to define the operations and maintenance services to be provided by Pierce Transit at the Tacoma Dome Garage and bus platform and to establish Sound Transit's cost share of the operations and maintenance service for that facility.

Tacoma Dome Garage is considered to be 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, the facility includes public restrooms, a bus platform, public plaza area, elevators, a pedestrian bridge, and a closed-circuit television security system.

Pierce Transit owns and operates Tacoma Dome Garage and bus platform, a project that was constructed in two phases. Phase I, which was built in 1997, and funded by Pierce Transit and included a bus transit platform, parking garage and pedestrian bridge. Phase II, which was built in 2001 and included a second parking garage with a connection to the Phase I garage. Sound Transit and Pierce Transit contributed \$10,598,000 and \$10,564,000 respectively.

The annual 2019 parking survey determined the operations and maintenance cost reimbursement for this agreement. The parking survey found that 75% of the people parking at Tacoma Dome garage did so to access Sound Transit services.

Invoicing will be based on the actual cost for that month and allocated to Sound Transit based on the annual parking survey which in 2019 Sound Transit's contribution was at 75%.

The proposed action will be funded annually by the facilities maintenance and security budgets within the 2020 Sounder, ST Express and Tacoma Link transit model operating budgets. The cost estimates from Pierce Transit for 2020 expenses are within budgeted levels.

Sound Transit and Pierce Transit will share the cost and revenue for paid parking for transit customers if Pierce Transit sets aside more than 460 stalls for paid parking.

Sound Transit will participate in sharing in the Tacoma Dome Garage refurbishment costs at the same level as that year's parking utilization. Pierce Transit will submit their Schedule of Values to allow Sound Transit to review and plan for the reimbursement of those expenditures in the coming year.

Fiscal information

Funding for 2020 under this agreement is included in the Services category within the Operations department's annual operating budget. The Services category budget is \$77,535,400, of which \$1,039,104 is budgeted is estimated to be spent in 2020 and is currently within the agency's budget authority.

Funding for future years under this agreement will be included in the annual budget development process based on negotiated estimated costs as provided by Pierce Transit in conformance with the proposed agreement and the service assumptions provided in the Service Implementation Plan for that year.

Operations

(in thousands)

| Cost Category | 2020 Annual Operating Budget ¹ | YTD Actuals ² | This Action (Current Year Impact Only) | YTD Actuals Plus Action (Current Year Only) | Remaining Annual Operating Budget |
|--------------------------------------|--|--------------------------|--|---|--------------------------------------|
| Salaries and Benefits | \$29,620 | | \$ | \$ | \$29,620 |
| Services | 77,535 | | 1,039 | 1,039 | 76,496 |
| Materials and Supplies | 11,205 | | | | 11,205 |
| Utilities | 6,089 | | | | 6,089 |
| Purchased Trans Services | 203,425 | | | | 203,425 |
| Miscellaneous | 3,667 | | | | 3,667 |
| Leases and Rentals | 2,859 | | | | 2,859 |
| Total Annual Operating Budget | \$334,400 | | \$1,039 | \$1,039 | \$333,361 |

| Contract Spending Plan | Forecasted Spend for Remainder of | | | Total |
|---------------------------------------|--------------------------------------|---------|-----------------|----------|
| | Spending to Date ³ | 2020 | Future Spending | |
| Tacoma Dome Station-Pierce Transit | | \$1,039 | \$9,994 | \$11,033 |

| Contract Detail | Board Approved Contract Value | Proposed Action | Proposed Revised Board Approved Contract Value |
|---------------------------------------|----------------------------------|-----------------|--|
| Tacoma Dome Station-Pierce Transit | | | |
| Contract | \$ | \$11,033 | \$11,033 |
| Contingency | | | |
| Estimated Taxes | | | |
| Contract Amount - Total | \$ | \$11,033 | \$11,033 |
| Percent Contingency | 0% | 0% | 0% |

Notes:

¹2020 Annual Operating Budget is located on page 19 of the 2020 Financial Plan and Proposed Budget book.

²No YTD actuals for 2020.

³No spending to Date for 2020.

Disadvantaged and small business participation

Not applicable to this action.

Public involvement

Not applicable to this action.

Time constraints

A one month delay would have a significant impact. The current agreement expires on December 31, 2019. Board authorization for a new agreement is necessary to continue the provision of operations and maintenance of the Tacoma Dome Garage and bus platform.

Prior Board/Committee actions

Motion No. M2015-21: Authorized the chief executive officer to execute an interagency agreement with Pierce Transit for the operations and maintenance of the Tacoma Dome Station for the period through December 31, 2019.

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.

Motion No. M2004-88: Authorized the chief executive officer to execute an amendment to the interagency agreement with Pierce Transit for the operation and maintenance of the Tacoma Dome Station to extend the term to December 31, 2004 in the amount of \$128,000 for a new total authorized amount not to exceed \$1,948,189.

Motion No. M2000-106: Authorized the Executive Director to execute an agreement with Pierce Transit for the operations and maintenance services at the Tacoma Dome Station. The total cost to Sound Transit for one year of operations and maintenance services at the Station is estimated to be \$425,000 (YOES). The cost to Sound Transit for the four-year period of the agreement is estimated to be \$1,768,189.

Environmental review – KH 11/26/19

Legal review – JW 11/26/19



Motion No. M2019-114

A motion of the Board of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute an interagency agreement with the Pierce County Public Transportation Benefit Area Corporation (Pierce Transit) for operations and maintenance of the Tacoma Dome Station for the period through December 31, 2024, with an option to extend for one three-year period, contingent upon Board approval of the Proposed 2020 Budget through Resolution No. R2019-30.

Background

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The proposed action will be funded annually by the facilities maintenance and security budgets within the 2020 Sounder, ST Express and Tacoma Link transit model operating budgets. The cost estimates from Pierce Transit for 2020 expenses are within budgeted levels.

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Motion

It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute an interagency agreement with the Pierce County Public Transportation Benefit Area Corporation (Pierce Transit) for operations and maintenance of the Tacoma Dome Station for the period through December 31, 2024, with an option to extend for one three-year period, contingent upon Board approval of the Proposed 2020 Budget through Resolution No. R2019-30.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on December 19, 2019.



John Marchione
Board Chair

Attest:



Kathryn Flores
Board Administrator