

PIERCE TRANSIT BOARD MEETING
Training Center, Rainier Room
April 9, 2012
4:00 P.M.

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF VOUCHERS

APPROVAL OF MINUTES March 12, 2012

PUBLIC COMMENT

PRESENTATION

- | | |
|-----------------------------------|---|
| 1. CNG Legislation – Final Update | Briahna Taylor, Gordon,
Thomas Honeywell |
|-----------------------------------|---|

ACTION AGENDA

- | | |
|---|---|
| 1. Authority to Execute a Contract for Lease of Tires for the Bus Fleet | Van Sawin,
Fleet Manager |
| 2. Authority to Execute a Contract for Laundry Service for Maintenance | Gisela Ratajski,
Procurement
Manager |
| 3. Authority to Execute a Contract for Specialized Transportation Services (SHUTTLE) with First Transit, Inc. | Randy Hendrickson,
Specialized Transportation
Manager |
| 4. Authority to Execute Order No. 2 for Eleven (11) Paratransit Vans from the Existing Multi-Year Contract with Schetky Northwest Sales, Inc. | Van Sawin |

INFORMATIONAL/DISCUSSION BOARD ITEMS

- | | |
|-------------------------|--|
| 1. Sound Transit Update | Commissioners McCarthy &
Strickland |
|-------------------------|--|

STAFF/POLICY DISCUSSIONS

- | | |
|--------------------------------|--|
| 1. Mustard Seed Project Update | Kelly Hayden, Acting
VP of Operations |
|--------------------------------|--|

EXECUTIVE SESSIONS

- 1. To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public; and*
- 2. Pursuant to RCW 42.30.140(4)(a): The governing body to discuss, plan or adopt the strategy or position to be taken by the governing body during the course of any collective bargaining negotiations and/or to review the proposals made in the negotiations of proceedings while in progress.*

ADJOURNMENT

**PIERCE TRANSIT
BOARD OF COMMISSIONERS
MINUTES
March 12, 2012**

CALL TO ORDER

Chair Strickland called the meeting to order at 4:07 p.m. She welcomed new Board member Lauren Walker who represents the City of Tacoma.

ATTENDANCE

Commissioners present:

Marilyn Strickland, Chair of the Board, Tacoma City Mayor
Don Anderson, Lakewood Deputy Mayor
Tim Farrell, Pierce County Councilmember
Neil Johnson, Small Cities Representative (*Bonney Lake Mayor*)
Pat McCarthy, Pierce County Executive (*4:10 p.m.*)
Lauren Walker, Tacoma City Councilmember

Staff present:

Lynne Griffith, CEO
Wayne Fanshier, VP Finance
Alberto Lara, VP Administration
Kelly Hayden, Acting VP Operations
Lars Erickson, Public Relations Officer
Terry Artz, Risk Manager
JoAnn Artis, Transportation Manager Service Support
Kristine Dupille, Human Resources Manager
Dan Dzyacky, Sr. Manager Transportation
Lani Fowlkes, Vanpool Assistant Manager
Scott Gaines, Transit Operator Assistant Manager
Marvino Gilliam, Safety & Service Quality Administrator
Jerry Heath, Transit Operator Assistant Manager
Randy Hendrickson, Specialized Transportation Manager
Tina Lee, Capital Planning Manager
Keith Messner, IT Manager
Doug Middleton, Transportation Manager, Transit Operators
Van Sawin, Fleet Manager
Amber Simonsen, Executive Project Manager
Kathy Sullivant, Finance Manager
Monica Adams, Bus Stop Programmer Planner II
Rene Bartlett, Safety & Training Instructor
Barb Cieslak, Organizational Development Specialist
Mark Davilla, Service Supervisor
Andee Handeland, Labor Relations Officer
Sandy Johnson, Senior Planner
Bill Lajiness, Transit Operator
Justin Leighton, Public Relations Coordinator
Chelsea Levy, Urban Planner
Peter Prysxlak, Sr. Systems Analyst

Barb Schatz, Sr. Executive Assistant/Deputy Clerk of the Board
Ted Sharp, Transit Operator
Ashley Smith, Project Controls Assistant
Paul Strozewski, Public Safety Security Sergeant
J. Michelle Swope, Organizational Development Coordinator
Zack Willhoite, Network Admin Specialist

Others Present:

Al Ralston, Gordon Thomas Honeywell
Raul Silva, First Transit
Briahna Taylor, Gordon Thomas Honeywell
Tom Wolfendale, Legal Counsel

APPROVAL OF VOUCHERS

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing that was made available to the Board on March 8, 2012. Commissioners Anderson and Farrell **moved** and seconded to approve the vouchers subject to proper audit. Motion **carried**.

Those vouchers included in the listing are further described as follows:

Operating Fund #10
Self Insurance Fund #40
ST Self Insurance Fund #41
Capital Fund #90

Voucher numbers were 322570 through 323088 and wire numbers were 0930 through 0941 for a total of \$6,063,821.21.

APPROVAL OF MINUTES

Commissioners Farrell and Anderson **moved** and seconded to approve the February 13, 2012, regular Board meeting minutes as presented by staff. Motion **carried**.

PRESENTATIONS

1. Operator of the Quarter ~ Bill Lajiness

Transit Operator Assistant Manager Scott Gaines presented Transit Operator Bill Lajiness with the Operator of the Quarter Award for the fourth quarter 2011. Scott said Bill has been with the Agency for 11 years and received many commendations for perfect attendance, safe driving, and perfect customer comment records. Bill has made the Honor Roll in the last four out of five years. Scott shared some customer comments *"Our driver is always pleasant, safe and creates an environment that brings even cranky people to a happy place. He greets us as we board thanking us for the pleasure of driving us. Some of us wait specifically for his bus."* Bill thanked Pierce Transit for the award. He said he loves his job and loves to serve the people of Pierce County.

2. Legislative Update

Al Ralston and Briahna Taylor of Gordon Thomas Honeywell gave a brief legislative update. Items discussed included: HB2545 (*Compressed Natural Gas Clean Energy Exemption for Pierce Transit*); HB2553 (*Labor Representative in Board Executive Sessions*); HB2240 (*Retainage Bill*);

PUBLIC HEARING

Proposed Sale of Surplus Property

Fleet Manager Van Sawin said Pierce Transit has 16 retired 1998 forty-foot CNG buses eligible to be sold. These buses are no longer in service partly due the service reduction, and because they are at the end of their service life. If approved they will be sent to auction where they could generate just over \$3000 per bus.

Chair Strickland opened the public hearing.

With there being no public testimony, Chair Strickland closed the public hearing.

ACTION ITEMS

1. Commissioners Farrell and McCarthy **moved** and seconded to Approve Resolution 12-006 **Authority to Declare Sixteen (16) 1998 Forty-Foot Low-Floor CNG Coaches Surplus and Public Sale Thereof.** Motion **carried**.
2. Commissioners Farrell and McCarthy **moved** and seconded to Approve Resolution 12-007 **Authority to Purchase Twenty (20) Fifteen-Passenger Vans from State Contract No. 04311.** Motion **carried**.
3. Commissioners Farrell and McCarthy **moved** and seconded to Approve Resolution 12-008 **Authorizing Recognition for Service Excellence of Transit Operator Ted Sharp.**

WHEREAS, Pierce Transit needs to value this employee's success and;

WHEREAS, you have been an employee of Pierce Transit for 10 years and;

WHEREAS, you have been nominated for; and received numerous attendance and safety awards, two commendations for exceptional service during an evacuation of Orting residents during a storm and;

WHEREAS, on August 24, 2011, while operating the Route 61 in Northeast Tacoma you did witness a passenger lapse into unconsciousness while you operated your route; and

WHEREAS, you came to the aid of the passenger and also contacted the Pierce Transit Communication Center and then performed Cardio Pulmonary Resuscitation (CPR) on the passenger until medical help arrived; and;

WHEREAS, the passenger's life was saved and has recovered due to your willingness to take action and quick thinking to assess the situation and act;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Pierce Transit as follows:

Section 1. The Board of Commissioners recognizes and thanks Operator Ted Sharp for service excellence above and beyond the call of duty when rendering assistance to a passenger in distress.

ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held on the 12th day of March 2012.

Operator Sharp thanked the Board for the recognition and said working for Pierce Transit is the best job he has ever had. Motion **carried**.

INFORMATIONAL/DISCUSSION BOARD ITEMS

Sound Transit Update ~ Commissioner McCarthy stated that lots of things are happening at Sound Transit. Chair Strickland said the Capital Committee recently approved several items: moving forward with the East Link; opening the D-to-M street overpass on Pacific Avenue in Tacoma a few weeks ahead of schedule, so on March 19 there's going to be a celebration; and moving forward on the Alternatives Analysis to extend the Tacoma Link.

STAFF/POLICY DISCUSSION

CNG Fueling Station Update ~ Sr. Manager of Maintenance Bill Spies said it has been just over one year since the fuel station explosion. The new CNG compressor and gas dryer were delivered this week and permits have been received from the City of Lakewood for installation. The Agency will begin temporary fueling by the week of March 26.

Public Transportation Improvement Conference (PTIC) Update ~ Public Relations Coordinator Justin Leighton talked about timelines and their associated decision points. He shared a map that showed the approved delineation area. Areas removed from the Public Transportation Benefit Area are: DuPont, Bonney Lake, Buckley, Orting, Sumner, and portions of unincorporated Pierce County.

June Service Change Update – Regarding the 496 ~ CEO Lynne Griffith stated that because Pierce Transit is no longer able to fund the 496 it will be discontinued in June 2012.

Sole Source Disclosure ~ VP of Finance Wayne Fanshier explained the Sole Source document for the new Board members and that is usually presented to the Board on a quarterly basis.

Budget Update ~ Wayne Fanshier stated that the December Sales Tax figures were down 1.6 percent from the year before. That brings Pierce Transit to seven months of negative revenues.

Mildred Street Overlay ~ Capital Planning Manager Tina Lee talked about the street changes the City of Tacoma is making around the Tacoma Community College.

ADJOURNMENT

Chair Strickland adjourned the meeting at 5:34 p.m.

Treva Percival, MMC
Clerk of the Board

Marilyn Strickland, Chair
Board of Commissioners

Prepared by: Barbara Schatz, Senior Executive Assistant/Deputy Clerk of the Board

**THERE IS NO
FACT SHEET
FOR
RESOLUTIONS
OF
APPRECIATON**

**State Representative Hans Zeiger
25th Legislative District**

RESOLUTION NO. 12-009

A RESOLUTION of the Board of Commissioners of Pierce Transit
Commending Washington 25th Legislative District State Representative Hans Zeiger

WHEREAS, Representative Hans Zeiger sponsored important legislation that recognizes Pierce Transit's compressed natural gas program; and

WHEREAS, the legislation amended current RCW to allow Pierce Transit to satisfy vehicle fleet fuel usage requirements with its nationally recognized compressed natural gas program; and

WHEREAS, he recognized the benefits of Pierce Transit's compressed natural gas fleet of vehicles, including; significant reductions in the release of smog producing hydrocarbons and greenhouse gases, and overall cost savings as a less expensive fuel; and

WHEREAS, he was instrumental in guiding the bill through the legislative process and fostering compromise between the environmental and energy communities.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Pierce Transit that Representative Hans Zeiger is hereby commended for his outstanding public service and leadership in the state legislature on behalf of Pierce Transit.

ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held on the 9th day of April, 2012.

Commissioner Marilyn Strickland, Chair

Commissioner Rick Talbert, Vice Chair

Commissioner Don Anderson

Commissioner Jake Fey

Commissioner Tim Farrell

Commissioner Neal Johnson

Commissioner Pat McCarthy

Commissioner Steve Vermillion

Commissioner Lauren Walker

Commissioner Don McKnight

ATTEST:

Treva Percival, Clerk of the Board

Lynne Griffith, Chief Executive Officer

FACT SHEET

TITLE: Authority to Execute a Contract for Lease of Tires
for the Bus Fleet

DEPARTMENT: Maintenance

ORIGINATOR: Bill Spies

PRECEDING ACTION: Resolution No. 11-029, Adoption of the 2012 Agency Budget

COORDINATING DIVISION: Maintenance, Purchasing

APPROVED FOR SUBMITTAL:

Vice President

APPROVED FOR AGENDA:

Chief Executive Officer

Legal Counsel

ATTACHMENTS:

Resolution

BUDGET INFORMATION

2012 Budget Amount
\$560,127.00

Required Expenditure
\$473,545.00

Impact
none

Explanation: The required expenditures above are estimated expenditures for the remainder of 2012. Actual expenditures for tires will vary depending on mileage driven.

BACKGROUND: This resolution requests authority to execute a contract for the lease of tires for our bus fleet with Goodyear Tire and Rubber Company.

Pierce Transit leases mileage tires for use on its buses. The Contractor provides service technicians to Pierce Transit who are responsible for repairing, rotating, replacing, regrooving and siping tires on buses and ensuring that tread is within legal requirements. Payment is based on monthly tire mileage and a fixed monthly service rate.

The current contract expires on April 30, 2012. A Request for Proposals was advertised on February 14, 2012. Three (3) responses were received on March 15, 2012. Staff reviewed the proposals. As a result of the evaluation of the proposals staff found that the proposal submitted by Goodyear Tire and Rubber Company was the best proposal received, pricing and other criteria considered (see attached price comparison). Future contract year's escalation will be based on the US Department of Labor/Bureau of Labor Statistics Producer Price Index (PPI) with a maximum of six percent (6%) per year. Goodyear is our current contractor and has provided satisfactory service during the past five (5) years. Staff, therefore, recommends that the contract for lease of tires for the bus fleet be awarded to Goodyear.

ALTERNATIVES: The alternative would be to purchase tires outright. However, in addition to furnishing the tires, the service provided by the contractor is critical from a safety perspective and is their specialty. Two to three employees would be needed for tire maintenance in addition to equipment required for regrooving and siping. Another alternative would be to resolicit, however it is unlikely that better results would be achieved since Goodyear, Bridgestone, and Michelin appear to be the only firms currently competing in the leased tire market.

RECOMMENDATION: Authorize execution of contract for lease of tires for the bus fleet with Goodyear Tire and Rubber Company.

SPECIFICATIONS NO. PT-09-12 LEASE OF TIRES FOR TRANSIT BUS FLEET
PRICE PROPOSAL COMPARISON

Description	Est. Miles	Bridgestone		Goodyear		Michelin Retread on all nonsteer positions		Michelin New	
		Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
305/85R22.5	17,623,004	0.006429	\$113,298.29	.003910	\$68,905.95	.00688	\$121,246.27	.00864	152,262.75
305/70R22.5	34,650,366	0.00588	\$203,744.15	.005700	\$197,507.09	.00754	\$261,263.76	.00915	317,050.85
315/80R22.5	20,285,875	0.006093	\$123,601.84	.00500	\$101,429.38	.00578	\$117,252.36	.00725	147,072.59
TOTAL TIRE COST			\$440,644.28		\$367,842.41		\$499,762.38		\$616,386.20
Fixed Service Cost		\$ 10,730.00	\$128,760.00	\$14,320.00	\$171,840.00	\$ 17,105.45	\$205,265.40	\$ 17,105.45	\$205,265.40
GRAND TOTAL FIRST YEAR			\$569,404.28		\$539,682.41		\$705,027.78		\$821,651.60
						Michelins bid has calc errors, this is the corrected amount		Michelins bid has calc errors, this is the corrected amount	
Base Mileage Average									
305/85R22.5			75,000		110,000		68,000		68,000
305/70R22.5			82,000		56,000		58,000		58,000
315/80R22.5			75,000		80,000		75,000		75,000
Residual Value for 1/32nd inch									
305/85R22.5			\$18.19		\$15.20		\$23.41		\$23.41
305/70R22.5			\$21.13		\$12.80		\$24.69		\$24.69
315/80R22.5			\$29.94		\$21.00		\$32.45		\$32.45
Retread Pricing									
12R22.5			\$.005922		.003910		\$226.77	\$	-
205/70R22.5			\$.005812		.005700		\$220.77	\$	-
Service Rate Change		plus 10% minus 10%	Negotiate negotiate	plus 35% minus 35%	\$4,725 (\$4,725)	plus 12% minus 31%	\$1,900 (\$3,800)	plus 12% minus 31%	\$1,900 (\$3,800)

RESOLUTION NO. 12-010

A RESOLUTION of the Board of Commissioners of Pierce Transit
Authorizing Execution of Contract for Lease of Tires for the Bus Fleet

WHEREAS, by Resolution No. 11-029, approved on the 12th day of December, 2011, the Board of Commissioners of Pierce Transit adopted the 2012 Budget; and

WHEREAS, the budget contains funds for lease of tires; and

WHEREAS, proposals for lease of tires have been submitted in response to notice duly published in the manner required by law; and

WHEREAS, at the time and place specified in the notice, all proposal received were analyzed by Pierce Transit staff; and

WHEREAS, the proposal submitted by Goodyear Tire and Rubber Company to lease tires for Pierce Transit's bus fleet for a three (3) year contract period with two (2) additional one-year optional extensions is the most responsive and responsible proposal received, is considered to be fair and reasonable and is by this reference incorporated herein;

WHEREAS, the Board of Commissioners of Pierce Transit finds it in the best interest of Pierce Transit to accept said proposal;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Pierce Transit as follows:

Section 1. The proposal of Goodyear Tire and Rubber Company to provide lease tires for the bus fleet is hereby accepted subject to the execution of a written contract. Pierce Transit, at its sole discretion, reserves the right to revoke this award prior to said execution.

Section 2. The Chief Executive Officer is hereby authorized to execute a contract therefore on behalf of Pierce Transit. Term of contract shall be from May 1, 2012, through April 30, 2015, with two additional one-year optional extensions. Said contract is to be substantially in the form of the document on file in the office of the Clerk of the Board and by this reference incorporated herein as though fully set forth.

ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held on the 9th day of April, 2012.

ATTEST:

Marilyn Strickland, Chairman
Board of Commissioners

Treva Percival, MMC
Clerk of the Board

FACT SHEET

TITLE: Authority to Execute a Contract for Laundry Service for Maintenance

DEPARTMENT: Maintenance

ORIGINATOR: Bill Spies

PRECEDING ACTION: Resolution No. 11-029, Adoption of the 2012 Budget

COORDINATING DIVISION: Purchasing, Maintenance

APPROVED FOR SUBMITTAL: _____
Vice President

APPROVED FOR AGENDA: _____
Chief Executive Officer Legal Counsel

ATTACHMENTS: Resolution

BUDGET INFORMATION

2012 Budget Amount	Required Expenditure	Impact
\$131,445.73	\$131,445.73	None

Explanation: The contract will be in effect from May 1, 2012, until April 30, 2015. Rags, roll towels, and safety mats are included in the budget. The required expenditure is for 2012 only, future contract years will be budgeted accordingly.

BACKGROUND: This resolution requests authority to execute a contract for laundry services for Maintenance with Aramark Uniform Services.

The laundry service will include providing work uniforms consisting of blue coveralls with reflective striping, three (3) shirt styles (two (2) offered in both long and short sleeve styles), pants, jeans, work jackets, thermal vests, and hooded sweatshirts. The service provides cleaning, repairs and replacement of all uniform garments along with rags, towels, and safety mats.

On December 29, 2011, a request for proposals for Laundry Services was advertised and released. A pre-proposal conference was conducted on January 11, 2012, with proposals due on January 25, 2012. Two (2) responsive proposals were received and reviewed by an in-house evaluation committee. Both companies were interviewed by the evaluation committee on February 29, 2012.

As a result of the proposal review and interview process the committee recommends that the contract for laundry services be awarded to Aramark Uniform Services. Not only is Aramark able to provide the uniforms with the reflective material we are currently using, but has also offered the lowest price. In addition, Aramark has provided this service successfully to Pierce Transit for the past fifteen (15) years, under previous contracts.

The contract will begin on May 1, 2012, and will continue for three (3) years through April 30, 2015, and will include options for two (2) one-year extensions with an escalation provision of 1.5 per cent each year if agreed to by both parties.

ALTERNATIVES: The alternative would be to reject the proposals and to re-solicit; however, the specifications were sent to eight (8) laundry services. It is therefore unlikely that better results would be achieved by re-soliciting.

RECOMMENDATION: Authorize execution of a contract for Laundry Services for Maintenance with Aramark Uniform Services.

RESOLUTION NO. 12-011

A RESOLUTION of the Board of Commissioners of Pierce Transit
Authorizing Execution of a Contract for Laundry Service for Maintenance

WHEREAS, by Resolution No. 11-029, approved on the 12th day of December 2011, the Board of Commissioners of Pierce Transit adopted the Budget for 2012; and

WHEREAS, the 2012 budget provides funds for Laundry Service for Maintenance personnel; and

WHEREAS, this service includes providing work uniforms, cleaning, repairing and replacing uniforms, rags, towels and safety mats; and

WHEREAS, a request for proposals for laundry services was solicited in the manner required by law; and

WHEREAS, two (2) responsive proposals have been submitted in response to notice duly published in the manner required by law; and

WHEREAS, at the time and place specified in the notice, all proposals which were received were duly opened and analyzed by Pierce Transit staff; and

WHEREAS, interviews were conducted with both proposers; and

WHEREAS, the proposal of Aramark Uniform Services to provide laundry services for Maintenance is the most responsive and responsible proposal received, is considered to be fair and reasonable and is by this reference incorporated herein; and

WHEREAS, the Board of Commissioners of Pierce Transit finds it in the best interest of Pierce Transit to accept said proposal.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Pierce Transit as follows:

Section 1. The proposal of Aramark Uniform Services is hereby accepted as indicated subject to the execution of a written contract. Pierce Transit, at its sole discretion, reserves the right to revoke this award at any time prior to execution of the written contract. The term of the agreement shall be for three years with options for two additional one-year contract periods.

1 Section 2. The Chief Executive Officer is hereby authorized to execute a contract therefore on
2 behalf of Pierce Transit. Said contract is to be substantially in the form of the document on file in the office of
3 the Clerk of the Board and by this reference incorporated herein as though fully set forth.

4 ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held
5 on the 9th day of April, 2012.

Marilyn Strickland, Chair
Board of Commissioners

ATTEST:

Treva Percival, MMC
Clerk of the Board

Laundry Svc 2012 Award.res

FACT SHEET

TITLE: Authority to Execute a Contract for Specialized Transportation Services (SHUTTLE) with First Transit, Inc.

DEPARTMENT: Transportation Services

ORIGINATOR: Kelly Hayden

PRECEDING ACTION: Resolution No. 11-029, Adoption of the 2012 Agency Budget

COORDINATING DIVISION: Specialized Transportation, Maintenance, Purchasing

APPROVED FOR SUBMITTAL:

Vice President

APPROVED FOR AGENDA:

Chief Executive Officer

Legal Counsel

ATTACHMENTS: Resolution

BUDGET INFORMATION

2012 Second Six Month
Budget Amount
\$4,455,025.00

Required Expenditure
\$4,455,025.00

Impact
N/A

Explanation: The required expenditure includes projected service with First Transit commencing July 1, 2012. Actual expenditures may be higher or lower depending on the actual level of service provided.

BACKGROUND: This resolution requests authority to execute a contract for Specialized Transportation services (SHUTTLE) with First Transit, Inc. based on hourly service. This type of contract allows Pierce Transit to maintain flexibility in scheduling, thus providing more passenger trips with available funding.

Pierce Transit's SHUTTLE service is currently operating using a mix of directly operated service, contracted primary SHUTTLE service, and supplemental contracted service. Our current contract for primary specialized transportation services with First Transit, Inc. expires on June 30, 2012. The current contract was for one year only due to the failure of the tax vote in February 2011, and the yet unknown pending service reductions, allowing the Agency time to determine how SHUTTLE service would be impacted by reductions and system redesign. Staff revised the specifications as needed to include the service changes for a longer term contract.

The request for proposals was advertised on December 23, 2011. Since contract award is not based on the lowest cost, but the proposal that represents the overall best offer to Pierce Transit, the RFP included the following criteria in order of importance (weights were not published but established prior to proposal review):

1. Understanding the requirements of the RFP including, but not limited to, technical and managerial ability, training programs, staff qualifications, maintenance programs, plan to manage driver retention or staff turnover, employee incentive program, and implementation plan. (40%)
2. Cost over the life of the contract. (30%)
3. Qualifications, experience, and financial stability including, but not limited to, references and site visits. (25%)
4. Efforts made to include qualified Disadvantaged Business Enterprises (DBEs). (5%)

On February 21, 2012, two proposals consisting of a technical portion and a cost/price portion were received. A committee of seven staff members evaluated the proposals in accordance with criteria published in the RFP. Both firms remained in the competition, and both price proposals were opened by the committee. The committee requested clarifications from both proposers regarding staffing, service hours, final pricing structure and detailed cost breakdown.

As a result of the proposal evaluations, First Transit, Inc. emerged as the clear front runner, having presented a responsive and well thought out technical proposal, is responsive and responsible, and provided the lowest price. First Transit currently provides excellent service to Pierce Transit and its customers. They have been a cooperative partner and have worked hard to ensure that contracted service versus Pierce Transit provided service is invisible to our passengers.

ALTERNATIVES: The alternative would be not to award the contract to First Transit, Inc. and to pursue negotiations with other proposers; however, First Transit submitted the best overall proposal that meets Pierce Transit's needs at a competitive price. It is unlikely that more favorable overall results could be achieved.

RECOMMENDATION: Authorize execution of contract for Specialized Transportation Services with First Transit, Inc.

RESOLUTION NO. 12-012

A RESOLUTION of the Board of Commissioners of Pierce Transit
Authorizing Execution of a Contract for Specialized Transportation Service with First Transit, Inc.

WHEREAS, by Resolution No. 11-029 approved on December 12th, 2011, the Board of Commissioners of Pierce Transit adopted the 2012 Agency Budget; and

WHEREAS, the 2012 budget contains funds for Specialized Transportation (SHUTTLE) services;
and

WHEREAS, two proposals for SHUTTLE services have been submitted in response to notice duly published in the manner required by law; and

WHEREAS, at the time and place specified in the notice, all proposals which were received were duly opened and analyzed by Pierce Transit staff; and

WHEREAS, the proposals were evaluated in accordance with published criteria; and

WHEREAS, proposers were asked to submit clarifications, including additional information, final pricing structure and detailed cost breakdown; and

WHEREAS, the proposal of First Transit, Inc. to provide specialized transportation services is the most responsive and responsible overall proposal received, is considered to be fair and reasonable, and is by this reference incorporated herein; and

WHEREAS, the Board of Commissioners of Pierce Transit finds it in the best interest of Pierce Transit to accept said proposal.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Pierce Transit as follows:

Section 1. The proposal of First Transit, Inc. is hereby accepted as indicated subject to execution of a written contract. Pierce Transit, at its sole discretion, reserves the right to revoke the acceptance of this proposal at any time prior to execution of the written contract.

Section 2. The Chief Executive Officer is hereby authorized to execute a contract therefore on behalf of Pierce Transit. Term of contract shall be for three (3) years with two (2) optional one-year contract extensions. Said contract is to be substantially in the form of the document on file in the office of the Clerk of the Board and by this reference incorporated herein as though fully set forth.

1 ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held on the 9th day of
2 April, 2012.

Marilyn Strickland, Chair
Board of Commissioners

ATTEST:

Treva Percival, MMC
Clerk of the Board

FACT SHEET

TITLE: Authority to Execute Order No. 2 for Eleven (11) Paratransit Vans from the Existing Multi-Year Contract with Schetky Northwest Sales, Inc.

DIVISION: Transportation Services

ORIGINATOR: Kelly Hayden

PRECEDING ACTION:

Resolution No. 10-014, Authority to Execute a Multi-Year Contract for Up to 200 Paratransit Vehicles Resolution No. 10-033, Adoption of 2011 Agency Budget Resolution No. 11-019, Authority to Execute Order No. 1 for Twenty-Seven (27) Paratransit Vans from the Existing Multi-year Contract with Schetky Northwest Sales, Inc.

COORDINATING DEPARTMENTS:

Maintenance, Purchasing

APPROVED FOR SUBMITTAL:

Vice President

APPROVED FOR AGENDA:

Chief Executive Officer

Legal Counsel

ATTACHMENTS:

Resolution

BUDGET INFORMATION

2012 Budget Amount
\$3,244,886

Required Expenditure
\$930,655
Not to Exceed

Impact
none

Explanation: The purchase includes 86.5% Federal Capital Grant funds with a required match of 13.5%. The required expenditure is a not to exceed that amount. Maximum escalation was used for the required expenditure because the final Producer Price Index (PPI) will not be finalized until July 2012. The budgeted amount includes \$2,197,436 for Order No. 1 under the multi-year contract currently in production.

BACKGROUND: This resolution seeks authority to execute Order No. 2 for eleven (11) Paratransit Vans from the existing multi-year contract with Schetky Northwest Sales.

On August 9, 2010, the Board of Commissioners authorized execution of a five-year contract with Schetky Northwest Sales, Inc. to provide Eldorado Model Aerotech 240 Paratransit Vans to Pierce Transit. The contract includes options for a maximum of 200 vans over the five-year contract period. Other agencies are allowed to piggy-back on the contract. To date zero vans have been purchased leaving 200 options remaining. Order No. 1 for twenty-seven (27) vans was approved by the Board of Commissioners and placed in October 2011.

Staff has reviewed the van replacement schedule and found that eleven (11) Paratransit vans in our fleet are eligible for replacement under Federal Transit Administration rules of being at least five years old or having traveled at least 150,000 miles. These vans are becoming more unreliable and expensive to maintain. Therefore, staff is requesting authority to exercise eleven (11) options under the existing contract with Schetky Northwest Sales, Inc. at this time for delivery late this year.

The contract with Schetky Northwest Sales, Inc. included an escalation provision tied to the PPI or a maximum of 4% per year resulting in a new price per van not to exceed \$84,605 for a total order value of \$930,655.

ALTERNATIVES: The alternative would be not to order new vans, however, the vans to be replaced are past the end of their useful life and are becoming more expensive to maintain.

RECOMMENDATION: Authorize execution of Order No. 2 for eleven (11) Paratransit vans from the multi-year contract with Schetky Northwest Sales, Inc.

RESOLUTION NO. 12-013

A RESOLUTION of the Board of Commissioners of Pierce Transit
Authorizing Execution of Order No. 2 for Eleven (11) Paratransit Vans
from the Existing Multi-Year Contract with Schetky Northwest Sales, Inc.

WHEREAS, by Resolution No. 10-014, approved on the 9th of August 2010, the Board of Commissioners of Pierce Transit authorized execution of a multi-year contract for Paratransit vehicles; and

WHEREAS, by Resolution No. 10-033, approved on the 13th of December 2010, the Board of Commissioners of Pierce Transit adopted the budget for 2011; and

WHEREAS, by Resolution No. 11-019, approved on the 8th day of August 2011, the Board of Commissioners of Pierce Transit authorized execution of Order No. 1 for Twenty-Seven (27) Paratransit Vans from the Existing Multi-Year Contract with Schetky Northwest Sales; and

WHEREAS, the budget includes funds for replacement of paratransit vans; and

WHEREAS, staff has identified eleven (11) paratransit vans that have reached the end of their useful life, are becoming expensive to maintain and are eligible for replacement under Federal Transit Administration rules; and

WHEREAS, the existing multi-year contract with Schetky Northwest Sales, Inc. includes optional quantities available for purchase; and

WHEREAS, the contract provides for price escalation tied to the Producer Price Index or a maximum of four percent (4%) per contract year resulting in a new price per van not to exceed \$84,605 for a total order value of \$930,655; and

WHEREAS, the Board of Commissioners of Pierce Transit finds it in the best interest of Pierce Transit to execute Order No. 2 for eleven (11) paratransit vans from the existing contract with Schetky Northwest Sales, Inc.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Pierce Transit as follows:

Section 1. The Chief Executive Officer is herewith authorized to execute Order No. 2 for eleven (11) paratransit vans from the contract with Schetky Northwest Sales for the amount not to exceed of \$930,655.

ADOPTED by the Board of Commissioners of Pierce Transit at a regular meeting thereof held on the 9th day of April 2012.

Marilyn Strickland, Chair
Board of Commissioners

ATTEST:

Treva Percival, MMC