

Meeting Location: Teleconference
Phone: 253-215-8782
Meeting ID: 891 5330 7699

A Special Study Session meeting will be held prior to this meeting at 3:00 p.m.

Virtual Meeting Participation Information:

Due to the COVID-19 Pandemic, a physical meeting location will not be provided for this meeting. The public is welcome to attend the meeting by calling 1-253-215-8782 or 1-669-900-6833 and entering Meeting ID No. 891 5330 7699 , or by accessing <https://us02web.zoom.us/j/89153307699>.

Call to Order

Roll Call

Presentations

- | | |
|---|-------------------------------------|
| 1. Community Transportation Advisory Group 2021
Quarter 3 Update | Cody Bakken
CTAG Member |
| 2. Emergency Service Reduction due to Operator
Shortage | Lindsey Sehmel
Principal Planner |

Public Comment:

Citizens wishing to provide comment will be given up too three minutes to comment on any transit-related matters regardless of whether it is an agenda item or not. The Chair, at his or her discretion, may reduce the comment time to allow sufficient time for the Board to conduct business.

*To request to speak during public comment, please press the Raise Hand button near the bottom of your Zoom window or press *9 on your phone. Your name or the last four digits of your phone number will be called out when it is your turn to speak.*

Consent Agenda

(Items listed below were distributed to Commissioners in advance for reading and study and are enacted with one motion. Item(s) may be moved to the Action Agenda at the request of a Commissioner.)

1. Approval of Vouchers: September 1, 2021 – September 30, 2021
2. Approval of Minutes: September 13, 2021, Regular Board Meeting
3. Third Quarter 2021 Contract Report

Action Agenda

- | | |
|---|--|
| 1. FS 2021-055, Adoption of Transit Development Plan: 2021-2026 | Duane Wakan
Senior Planner |
| 2. FS 2021-056, Authority to Amend the 2021 Capital Budget to Include Two Safety Enhancement Projects: Building 4 Lobby Hardening and TDS Security Office Door | Reggie Reese
Chief Safety Officer |
| 3. FS 2021-057, Authority to Add One Additional Paid Holiday for all Regular Employees in Recognition of Juneteenth | Tara Schaak
Human Resources Manager |
| 4. FS 2021-058, Authority to Increase the Contract Spending Authority Amount with Top2Bottom Janitorial Services (Contract No. 1145) for Bus Sanitation Services at Pierce Transit's Bus Lot and Sound Transit's Mid-Day Storage Lot in Seattle Due to COVID-19 | Adam Davis
Interim E.D. of Maintenance |
| 5. FS 2021-059, Authorize the Chief Executive Officer to Execute a Multi-Year Master On Call Contract with Rider Levett Bucknall (RLB) to Provide Estimating Consulting Services | Heidi Soule
Project Management Office Manager |

Staff Updates

- | | |
|-----------------|---|
| 1. CEO's Report | Mike Griffus
Chief Executive Officer |
|-----------------|---|

Informational Board Items

- | | |
|--|--------------------|
| 1. Chair Report | Chair Campbell |
| 2. Sound Transit Update | Commissioner Keel |
| 3. Puget Sound Regional Council Transportation Policy Board Update | Commissioner Mello |
| 4. Commissioners' Comments | |

Executive Session

Adjournment to Closed Session - Labor Negotiations, pursuant to RCW 42.30.140(b)



Presentations

Good afternoon Commissioners of the Board. My name is Cody Bakken. I have been a member of the Community Transportation Advisory Group (CTAG) since 2016. I would like to present to you the quarterly update on our activities.

In June, CTAG welcomed new members to the group. Darin Stavish, Principal Planner, and Duane Walkan, Senior Planner, visited CTAG. Darin came to request a member to represent the public voice on the Stream system expansion BRT 2 Technical Advisory Committee. Member Deirdre Maxwell volunteered and was confirmed by CTAG. Member Paul Crandall submitted a nomination for the CTAG Hero Award, which was approved by the members. Duane presented about the development of the on-demand service Pierce Transit staff have been exploring after receiving the WSDOT grants for targeted service expansion.

In July, CTAG had the distinguished honor to present the CTAG Hero Award to its first-ever recipient: Operator Janice Powell for going above and beyond her duties in order to attend to the needs of a passenger in distress. Although the meeting was virtual, the CTAG members posed for a group photo with Janice holding her award letter with her supervisor Scott Gaines, Transportation Assistant Manager. Darin Stavish, Principal Planner, returned to CTAG with more information regarding the Stream BRT 2 Technical Advisory Committee and the planned equipment and coaches therein. Duane Wakan, Senior Planner, presented the final information regarding the Bus Stop Balancing Project, in which both CTAG member Cody Bakken and Penny Grellier, Community Development Administrator and CTAG Liaison, were involved. CTAG members voiced concern over the changes the stop removals might cause for SHUTTLE riders. It was at this meeting that CTAG members began seriously discussing plans to host another meeting onboard a Pierce Transit bus. Final plans would be made at the August meeting.

In August, CTAG formally met with Mike Giffus in his new role as Chief Executive Officer for Pierce Transit. This was a long-awaited opportunity, as members had had various involvement in the process without the opportunity to see the results. Mike described his plans for the agency. Members took the opportunity to ask some burning questions that only a CEO could provide. Lani Fowlkes, Community Development Coordinator, presented the results of agency outreach efforts regarding Limited English Proficiency regarding BRT. members were curious about the reception of the outreach and the languages included. It was suggested that printed outreach materials would be useful and could also be sent to municipal and regional libraries to help reach more of the public. CTAG made final plans to host the September meeting on a Pierce Transit route. The group will meet at the Tacoma Community College transit center on Saturday September 25th and catch the Route 28 that leaves at 1:20pm. As this is not a normal meeting, normal business is not expected, but there will be a list of topics discussed as members engage riders. As there had been some questions, the Pierce Transit organizational chart was shared with CTAG. It was with a glad but heavy heart that CTAG received the news that Penny Grellier

was moving into another position and would no longer act as the CTAG liaison after October. CTAG will also begin recruitment for new members as there are four members whose terms end in the first half of 2022. The current CTAG charter allows for a maximum of 12 members, so there is definitely room for more.

A note about the upcoming September meeting:

While this meeting is not at the normally scheduled time and place, it will still be a CTAG meeting. However, this is an in-the-field meeting where members will engage with the public. There will be some photos of CTAG engaged in these activities and that will be shared with the Board of Commissioners soon after.

Ladies and gentlemen, I thank you for your time and welcome any questions you have for me at this time.

TO: Board of Commissioners

FROM: Lindsey Schmel, Principal Planner, Scheduling

DATE: October 11, 2021

SUBJECT: Presentation: Service Reduction due to Operator Shortage

Due to the inconsistency of covered work, and the continued unknowns of successful acquisition of new operators, staff identifies we must make a reduction in the existing operational service hours of both Pierce Transit and Sound Transit's fixed route service in order to provide consistent and reliable service for our riders.

Pierce Transit planning has not been able to fully restore pre-COVID service due to this operational deficit, and therefore we must make cuts to routes and service that has not been impacted by previous service cuts. With equity on the forefront of our mind, we have identified ways to reduce service and not negatively impact SHUTTLE, urban core routes, regional access, and school transport.

Focus for this emergency service change is on frequency as this will immediately restore operational functionality by reducing our peak pull demand. This approach was agreed upon with our Service partners at Sound Transit, in addition we are working together to make sure we have coverage support to get our riders to and from major transit hubs.

We have identified 10% of current operational service hours for each agency that will be reduced to reestablish consistent and reliable service. This amount is based on the calculations of hours per FT operator as defined by Operations/Service Delivery. Current operator count has a 13% shortfall based on the work

This emergency service change will become effective on November 7th, 2021 and will remain operational until we have acquired the necessary number of operators to move back to our budgeted service hours of 2021/2022 respectively. Operators will bid this work in late October.

Pierce Transit Service Reductions by Route:

30 Minute Frequencies on **Routes 1 & 2** (reduced from 20 minute)

60 Minute Frequencies on **Routes 11*, 16 & 500** (reduced from 30 minute)

*30 minute frequencies retained for an AM and PM windows for SAMI Students

Sound Transit Service Reductions by Route:

Reduced AM and PM Peak Frequencies on:

- 20 Minute PEAK Frequencies: **590 (reduced from approximately 10 minutes)**
- 30 Minute PEAK frequencies: **594 (reduced from approximately 20 minutes in PEAK)**

MEMO TO

Page 2 of 2

Route 580: **Delete segment that serves Lakewood to Puyallup South Hill, align with Pierce Transit Route 400 to ensure all Sounder Trips are covered.**

Routes 566, 577, 578, 592: **Trip reduction to match demand on PEAK and coordinated efforts with other regional partners (KCM).**



Consent Agenda

PIERCE TRANSIT
Board Payments Over \$50,000
Payments From: Sep 1, 2021 to Sep 30, 2021
Cash and Investment Balance:\$141,428,045.82

Payment Numbers CK 00376828 through CK 00377040
Wire Numbers EFT 00008430 through EFT 00008720
No Advance Travel Checks
Total \$13,224,941.07

Payments in Excess of \$50,000 are as follows:

Operating Fund				
	Check	Vendor	Item/Service	Amount
CHK	00376952	PIERCE COUNTY BUDGET & FINANCE	POLICING SVC 09/21	292,886.00
CHK	00376983	LES TURBO IMAGES INC	DEVELOPMENT OF NEW GRAPHICS	51,507.20
CHK	00377038	VOYAGER FLEET SYSTEMS INC	FUEL VANPOOL 09/01/21	51,100.55
EFT	00008432	ASSOCIATED PETROLEUM	DIESEL USAGE	143,787.58
EFT	00008491	BRIDGESTONE AMERICA	DAMAGED TIRES TAB17337 07/21	55,993.79
EFT	00008513	SOUND TRANSIT	FAREBOX 06/21	129,931.39
EFT	00008526	GREAT WEST RETIREMENT	ER PP18 2021	61,920.16
EFT	00008527	ICMA RETIREMENT	PP18 2021	171,678.14
EFT	00008536	ASSOCIATED PETROLEUM	DIESEL USAGE	50,332.27
EFT	00008547	GILLIG LLC	MISC INVENTORY BUS PARTS	34,083.94
EFT	00008572	SOUND TRANSIT	FAREBOX REV 08/21	63,641.50
EFT	00008584	UNITED ENERGY TRADING LLC	CNG USAGE 08/21	59,095.99
EFT	00008591	US BANK CORPORATE PAYMENT SYST	3 DAY TEMP LICENSE	45,636.69
EFT	00008595	ASSOCIATED PETROLEUM	DIESEL USAGE	70,651.91
EFT	00008604	FIRST TRANSIT	EXP RMB STORM WTR REC 08/21	500,262.01
EFT	00008659	GREAT WEST RETIREMENT	CEO PP23 2021	75,803.82
EFT	00008660	ICMA RETIREMENT	PP19 2021	175,387.72
EFT	00008665	ASSOCIATED PETROLEUM	DIESEL USAGE	72,888.21
EFT	00008703	SOUND TRANSIT	RECON PMT 2020	3,432,531.00
Payments for Fund 1 Total				\$ 5,539,119.87
Self Insurance Fund				
	Check	Vendor	Item/Service	Amount
Payments for Fund 4 Total				\$ -
Capital Fund				
	Check	Vendor	Item/Service	Amount
CHK	00376902	PEASE & SONS INC	LABOR ACOUS CEIL B4 MOD 07/21	86,441.32
CHK	00377040	WESTWATER CONSTRUCTION	CONSTR Civil SHMTC 08/21	513,500.00
EFT	00008436	CLEVER DEVICES	DESIGN ACCEPT CAD/AVL 08/03/21	381,134.58
EFT	00008486	ABSHER CONSTRUCTION COMPANY	CONDUIT 94TH GATE MOBI 07/21	567,365.96
EFT	00008547	GILLIG LLC	BUS ELEC 40 529	2,994,600.00
EFT	00008552	HUITT-ZOLLARS INC.	DESIGN SVC MOBI 07/31/21	111,509.22
EFT	00008566	PC SPECIALISTS INC	CRADLEPOINT ROUTERS 6 YR PLAN	68,526.35
EFT	00008591	US BANK CORPORATE PAYMENT SYST	BRT OPEN HOUSE BIZ CARDS	7,819.54
EFT	00008600	CONSTRUCT, INC.	CONST COMM INTALL FENCE 08/21	224,495.54
EFT	00008604	FIRST TRANSIT	AUDIT/INSPECT 08/21	21,100.40
EFT	00008657	WSP USA, INC.	DESIGN BRT 07/01-08/01/21	813,488.70
EFT	00008686	KPFF CONSULTING ENGINEERS	ENG SVC SPANTC 07/31-08/27/21	92,634.32
Payments for Fund 9 Total				\$ 5,882,615.93
Total Payments in Excess of \$50,000.00				\$ 11,421,735.80

Oct 4, 2021 8:20:36 AM

Page 1 of 2

Pierce Transit
Payment Certification for Sep 30, 2021
Payments Sep 1, 2021 to Sep 30, 2021
Payment Numbers CK 00376828 through CK 00377040
Wire Numbers EFT 00008430 through EFT 00008720

Bank ID	Check Num	Check Date	Amount	Vendor Name
01	CHK	00376828	44441	9,521.29 ALL PRO BUILDING MAINTENANCE
01	CHK	00376829	44441	488.00 AT&T
01	CHK	00376830	44441	97.60 AT&T
01	CHK	00376831	44441	102.01 BUNCE RENTALS INC
01	CHK	00376832	44441	674.59 CITY OF PUYALLUP
01	CHK	00376833	44441	558.26 CITY TREASURER - TPU
01	CHK	00376834	44441	748.80 CITY TREASURER - TPU
01	CHK	00376835	44441	150.25 COMCAST
01	CHK	00376836	44441	240.20 COMCAST
01	CHK	00376837	44441	150.25 COMCAST
01	CHK	00376838	44441	429.64 COPIERS NORTHWEST INC
01	CHK	00376839	44441	251.64 CREATIVE BUS SALES
01	CHK	00376840	44441	23.87 CUDA WASHINGTON
01	CHK	00376841	44441	2,294.56 EASTERN WASHINGTON UNIVERSITY
01	CHK	00376842	44441	5.64 FEDERAL EXPRESS CORP
01	CHK	00376843	44441	756.19 FERRELLGAS
01	CHK	00376844	44441	517.37 GILCHRIST CHEVROLET
01	CHK	00376845	44441	525.00 JOHNSON CONTROLS
01	CHK	00376846	44441	86.09 KIEL NA LLC
01	CHK	00376847	44441	16.00 MARIE SHUBERT
01	CHK	00376848	44441	118.54 O'REILLY AUTO PARTS
01	CHK	00376849	44441	139.04 OFFICE DEPOT CORP
01	CHK	00376850	44441	729.14 PACIFIC TORQUE
01	CHK	00376851	44441	476.77 PENINSULA LIGHT
01	CHK	00376852	44441	5,502.60 PUGET SOUND CONTROLS LLC
01	CHK	00376853	44441	496.24 PUGET SOUND ENERGY
01	CHK	00376854	44441	921.50 RPAI US MANAGEMENT LLC
01	CHK	00376855	44441	3,250.00 SIMON AND COMPANY INC
01	CHK	00376856	44441	800.48 SNIDER ENERGY
01	CHK	00376857	44441	373.36 SONITROL PACIFIC
01	CHK	00376858	44441	4,830.31 TACOMA MALL PARTNERSHIP
01	CHK	00376859	44441	2,350.00 TACOMA PIERCE COUNTY CHAMBER
01	CHK	00376860	44441	2,526.80 THE AFTERMARKET PARTS CO LLC
01	CHK	00376861	44441	225.46 UNITED SITE SERVICES (Everson)
01	CHK	00376862	44441	812.93 VERIZON WIRELESS
01	CHK	00376863	44441	1,087.02 WALTER E NELSON CO.
01	CHK	00376864	44441	568.66 WURTH USA INC
01	CHK	00376865	44448	1,301.86 20/10 PRODUCTS, INC
01	CHK	00376866	44448	28.09 AT&T
01	CHK	00376867	44448	978.72 ATU LOCAL 758 CORP
01	CHK	00376868	44448	490.84 AUTO TECH
01	CHK	00376869	44448	3,781.10 AUTOZONE
01	CHK	00376870	44448	67.41 CENTURY LINK
01	CHK	00376871	44448	80.59 CENTURY LINK
01	CHK	00376872	44448	911.60 CHAPTER 13 TRUSTEE
01	CHK	00376873	44448	48.00 CHARLENE TORRES
01	CHK	00376874	44448	26,667.24 CITY OF FEDERAL WAY
01	CHK	00376876	44448	4,486.86 COLONIAL SUPPLEMENTAL LIFE
01	CHK	00376877	44448	155.20 COMCAST
01	CHK	00376878	44448	395.45 COMCAST
01	CHK	00376879	44448	140.25 COMCAST
01	CHK	00376880	44448	43.34 COMM ON POLITICAL EDUCATION
01	CHK	00376881	44448	188.65 DAILY JOURNAL OF COMMERCE INC
01	CHK	00376882	44448	726.00 DM RECYCLING CO INC
01	CHK	00376883	44448	330.00 FLEET MOBILE LUBE-WASH INC
01	CHK	00376884	44448	221.77 FRUITLAND MUTUAL WATER COMPANY
01	CHK	00376885	44448	88.16 HARBOR FREIGHT TOOLS
01	CHK	00376886	44448	220.18 HAROLD LEMAY ENTERPRISES
01	CHK	00376887	44448	224.74 HOME DEPOT CREDIT SERVICES
01	CHK	00376888	44448	5,095.28 HULTZ BHU ENGINEERS INC.
01	CHK	00376889	44448	758.75 IAM & AW
01	CHK	00376890	44448	220.00 INTERNAL REVENUE SERVICE
01	CHK	00376891	44448	730.20 LEVEL 3 (CENTURY LINK)
01	CHK	00376892	44448	1,289.44 LOWE'S COMPANIES INC
01	CHK	00376893	44448	14,459.00 MACHINISTS HEALTH &
01	CHK	00376894	44448	1,492.15 MICHAEL G MALAIER
01	CHK	00376895	44448	1,270.50 MULTICARE HEALTH SYSTEM
01	CHK	00376896	44448	136.40 NH DEPT OF H & HS
01	CHK	00376897	44448	1,919.06 NORTHWEST IAM BENEFIT TRUST
01	CHK	00376898	44448	896.82 NYS CHILD SUPPORT PROCESSING
01	CHK	00376899	44448	326.21 O'REILLY AUTO PARTS
01	CHK	00376900	44448	667.92 OFFICE DEPOT CORP
01	CHK	00376901	44448	613.35 PACIFIC TORQUE
01	CHK	00376902	44448	86,441.32 PEASE & SONS INC
01	CHK	00376903	44448	3,402.27 PIERCE COUNTY BUDGET & FINANCE
01	CHK	00376904	44448	16,821.26 PUGET SOUND ENERGY
01	CHK	00376905	44448	139.10 REX PEGG FABRICS INC
01	CHK	00376906	44448	453.00 SAMANTHA IVERSON
01	CHK	00376907	44448	1,100.00 SWARNER COMMUNICATIONS

01	CHK	00376908	44448	420.00 T-MOBILE USA, INC
01	CHK	00376909	44448	135.54 TACOMA DAILY INDEX
01	CHK	00376910	44448	593.35 TX CHILD SUPPORT SDU
01	CHK	00376911	44448	446.15 UNITED SITE SERVICES (Everson)
01	CHK	00376912	44448	886.34 UNITED WAY OF PIERCE COUNTY
01	CHK	00376913	44448	19,755.90 WSDOT
01	CHK	00376914	44449	3,949.03 CITY TREASURER - TPU
01	CHK	00376915	44449	7,815.60 CITY TREASURER - TPU
01	CHK	00376916	44455	654.50 AABERGS TOOL & EQUIPMENT RENTA
01	CHK	00376917	44455	77.72 AT&T
01	CHK	00376918	44455	6,737.37 AT&T
01	CHK	00376919	44455	8,254.45 AT&T
01	CHK	00376920	44455	8,925.60 AT&T
01	CHK	00376921	44455	9,429.00 AT&T
01	CHK	00376922	44455	65.30 AUTOZONE
01	CHK	00376923	44455	278.82 BUNCE RENTALS INC
01	CHK	00376924	44455	618.18 CENTURY LINK
01	CHK	00376925	44455	7,770.63 CENTURY LINK
01	CHK	00376926	44455	12,854.24 CITY TREASURER - TPU
01	CHK	00376927	44455	210.00 CITY TREASURER - TPU
01	CHK	00376928	44455	150.18 COMCAST
01	CHK	00376929	44455	150.20 COMCAST
01	CHK	00376930	44455	174.02 COMCAST
01	CHK	00376931	44455	231.16 CONSOLIDATED ELECTRICAL DIST
01	CHK	00376932	44455	345.45 DAILY JOURNAL OF COMMERCE INC
01	CHK	00376933	44455	367.00 DM RECYCLING CO INC
01	CHK	00376934	44455	1,010.60 DYNAMIC LANGUAGE
01	CHK	00376935	44455	50.00 FORMFOX, INC.
01	CHK	00376936	44455	1,329.49 GENES TOWING CORP
01	CHK	00376937	44455	644.26 GILCHRIST CHEVROLET
01	CHK	00376938	44455	6,003.84 HAROLD LEMAY ENTERPRISES
01	CHK	00376939	44455	477.27 HAUGEN GRAPHICS
01	CHK	00376940	44455	685.78 JOHNSON CONTROLS
01	CHK	00376941	44455	34.51 JON-DON
01	CHK	00376942	44455	3,771.30 KING COUNTY FINANCE
01	CHK	00376943	44455	40,713.24 LAKEVIEW LIGHT & POWER CO
01	CHK	00376944	44455	647.24 LAKEWOOD WATER DISTRICT
01	CHK	00376945	44455	163.00 LEMAY MOBILE SHREDDING
01	CHK	00376946	44455	3,190.00 LEVEL 3 (CENTURY LINK)
01	CHK	00376947	44455	4,830.80 LEVEL 3 (CENTURY LINK)
01	CHK	00376948	44455	701.98 OFFICE DEPOT CORP
01	CHK	00376949	44455	9.68 PACIFIC TORQUE
01	CHK	00376950	44455	23,643.49 PAPE KENWORTH NORTHWEST
01	CHK	00376951	44455	321.34 PENINSULA LIGHT
01	CHK	00376952	44455	292,886.00 PIERCE COUNTY BUDGET & FINANCE
01	CHK	00376953	44455	1,025.00 LEPS-PSS PLLC
01	CHK	00376954	44455	1,278.15 PURCELL TIRE & RUBBER COMPANY
01	CHK	00376955	44455	508.20 QUADIENT INC
01	CHK	00376956	44455	2,747.50 R.C. ZEIGLER COMPANY
01	CHK	00376957	44455	8,183.30 SAKHORN VANN
01	CHK	00376958	44455	68.59 SIX ROBBLEES INC
01	CHK	00376959	44455	598.75 SNIDER ENERGY
01	CHK	00376960	44455	191.40 UNITED SITE SERVICES (Everson)
01	CHK	00376961	44455	482.51 WALTER E NELSON CO.
01	CHK	00376962	44455	984.21 WESTERN PETERBILT
01	CHK	00376963	44455	1,525.00 WHOLESALE IMPRINTS & PROMOTION
01	CHK	00376964	44455	190.74 WURTH USA INC
01	CHK	00376965	44462	46,487.09 ATU LOCAL 758 CORP
01	CHK	00376966	44462	165.00 BUILDERS EXCHANGE OF WA
01	CHK	00376967	44462	581.60 CHAPTER 13 TRUSTEE
01	CHK	00376968	44462	23.00 CHRISTOPHER GEORGE
01	CHK	00376969	44462	10,696.49 CITY TREASURER - TPU
01	CHK	00376970	44462	150.25 COMCAST
01	CHK	00376971	44462	150.20 COMCAST
01	CHK	00376972	44462	6,702.64 COMCAST
01	CHK	00376973	44462	2,328.49 CREATIVE BUS SALES
01	CHK	00376974	44462	1,950.00 CURVED GLASS COMPANY
01	CHK	00376975	44462	3,470.35 CWA INC
01	CHK	00376976	44462	99.05 DISH
01	CHK	00376977	44462	220.00 FLEET MOBILE LUBE-WASH INC
01	CHK	00376978	44462	1,152.24 GENES TOWING CORP
01	CHK	00376979	44462	27.58 GILCHRIST CHEVROLET
01	CHK	00376980	44462	27.50 HARBOR FREIGHT TOOLS
01	CHK	00376981	44462	220.00 INTERNAL REVENUE SERVICE
01	CHK	00376982	44462	24,983.31 KARRAS CONSULTING
01	CHK	00376983	44462	51,507.20 LES TURBO IMAGES INC
01	CHK	00376984	44462	605.50 MATERIALS TESTING & CONSULTING
01	CHK	00376985	44462	1,492.15 MICHAEL G MALAIER
01	CHK	00376986	44462	136.40 NH DEPT OF H & HS
01	CHK	00376987	44462	896.82 NYS CHILD SUPPORT PROCESSING
01	CHK	00376988	44462	108.04 OFFICE DEPOT CORP
01	CHK	00376989	44462	417.14 PACIFIC TORQUE
01	CHK	00376990	44462	17,923.49 PAPE KENWORTH NORTHWEST
01	CHK	00376991	44462	1,656.78 PIERCE COUNTY BUDGET & FINANCE
01	CHK	00376992	44462	335.43 PUGET SOUND ENERGY
01	CHK	00376993	44462	114.71 REX PEGG FABRICS INC
01	CHK	00376994	44462	1,653.68 SMITH FIRE SYSTEMS INC
01	CHK	00376995	44462	16,210.00 SM STEMPEER ARCHITECTS PLLC
01	CHK	00376996	44462	300.38 TACOMA DAILY INDEX
01	CHK	00376997	44462	593.35 TX CHILD SUPPORT SDU

01	CHK	00376998	44462	49.30	ULINE
01	CHK	00376999	44462	1,710.31	UNITED SITE SERVICES (Everson)
01	CHK	00377000	44462	886.34	UNITED WAY OF PIERCE COUNTY
01	CHK	00377001	44469	114.00	ANDREA GIL
01	CHK	00377002	44469	1,833.73	BEN'S CLEANER SALES INC
01	CHK	00377003	44469	329.49	BLACK & DECKER DEWALT SVC
01	CHK	00377004	44469	155.43	BUNCE RENTALS INC
01	CHK	00377005	44469	586.61	CITY TREASURER - TPU
01	CHK	00377006	44469	240.20	COMCAST
01	CHK	00377007	44469	150.25	COMCAST
01	CHK	00377008	44469	27.87	CONSOLIDATED ELECTRICAL DIST
01	CHK	00377009	44469	7,275.41	CWA INC
01	CHK	00377010	44469	4,247.44	EWING IRRIGATION
01	CHK	00377011	44469	5.75	FEDERAL EXPRESS CORP
01	CHK	00377012	44469	1,435.86	GENES TOWING CORP
01	CHK	00377013	44469	66.08	HARBOR FREIGHT TOOLS
01	CHK	00377014	44469	6,052.78	JOHNSON CONTROLS
01	CHK	00377015	44469	970.46	JON-DON
01	CHK	00377016	44469	256.00	KENT KEEL
01	CHK	00377017	44469	11.04	KIEL NA LLC
01	CHK	00377018	44469	206.70	LAKEVIEW LIGHT & POWER CO
01	CHK	00377019	44469	36,214.16	PAPE KENWORTH NORTHWEST
01	CHK	00377020	44469	218.25	PARKLAND LIGHT & WATER CO
01	CHK	00377021	44469	2,733.50	PETER E DOVE
01	CHK	00377022	44469	5,000.00	PREMIER MEDIA GROUP
01	CHK	00377023	44469	1,901.06	PUGET SOUND ENERGY
01	CHK	00377024	44469	497.62	PURCELL TIRE & RUBBER COMPANY
01	CHK	00377025	44469	147.83	RUSSELL LOWE
01	CHK	00377026	44469	60.00	SANDRA MILLER
01	CHK	00377027	44469	24.15	SNAP-ON TOOLS - Robert Mustain
01	CHK	00377028	44469	8,693.46	SNIDER ENERGY
01	CHK	00377029	44469	4,368.75	SM STEMPE ARCHITECTS PLLC
01	CHK	00377030	44469	420.00	T-MOBILE USA, INC
01	CHK	00377031	44469	690.71	UNITED SITE SERVICES (Everson)
01	CHK	00377032	44469	2,451.37	VERIZON WIRELESS
01	CHK	00377033	44469	5,001.17	VERIZON WIRELESS
01	CHK	00377034	44469	4,777.68	VERIZON WIRELESS
01	CHK	00377035	44469	8,162.60	VERIZON WIRELESS
01	CHK	00377036	44469	4,172.18	VERIZON WIRELESS
01	CHK	00377037	44469	737.68	VERIZON WIRELESS
01	CHK	00377038	44469	51,100.55	VOYAGER FLEET SYSTEMS INC
01	CHK	00377039	44469	303.50	WA ST DEPT OF LICENSING
01	CHK	00377040	44469	513,500.00	WESTWATER CONSTRUCTION
01	EFT	00008430	44441	3,532.29	AMAZON.COM CORPORATE CREDIT
01	EFT	00008431	44441	90.46	ANGI ENERGY SYSTEMS
01	EFT	00008432	44441	143,787.58	ASSOCIATED PETROLEUM
01	EFT	00008433	44441	10,712.84	ATWORK! COMMERCIAL ENTERPRISES
01	EFT	00008434	44441	27.63	AUDIOSEARS CORPORATION
01	EFT	00008435	44441	449.49	BRAUN CORPORATION
01	EFT	00008436	44441	381,134.58	CLEVER DEVICES
01	EFT	00008437	44441	376.20	COMMERCIAL BRAKE & CLUTCH
01	EFT	00008438	44441	21,916.02	CUMMINS INC
01	EFT	00008439	44441	718.30	CUMMINS-ALLISON CORP
01	EFT	00008440	44441	2,515.83	FINISHMASTER, INC
01	EFT	00008441	44441	5,335.18	GALLS LLC
01	EFT	00008442	44441	41,028.02	GILLIG LLC
01	EFT	00008443	44441	2,877.76	GRAINGER
01	EFT	00008444	44441	1,300.81	GROENEVELD LUBRICATION SOLUTIO
01	EFT	00008445	44441	336.60	GUARDIAN SECURITY GROUP INC
01	EFT	00008447	44441	38,620.77	IPKEYS TECHNOLOGIES LLC
01	EFT	00008448	44441	3,372.60	IVANTI INC
01	EFT	00008449	44441	2,550.40	IWG TOWERS ASSETS I LLC
01	EFT	00008450	44441	153.23	WESTERN FLUID COMPONENTS
01	EFT	00008451	44441	15,097.91	JENCO DEVELOPMENT
01	EFT	00008452	44441	346.50	LARSCO INC
01	EFT	00008453	44441	79.20	LARSEN SIGN COMPANY
01	EFT	00008454	44441	121.22	MALLORY SAFETY & SUPPLY LLC
01	EFT	00008455	44441	293.02	MOHAWK MFG & SUPPLY
01	EFT	00008456	44441	105.67	MOOD MEDIA
01	EFT	00008457	44441	492.68	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00008458	44441	76.57	NATHEN GRAHAM
01	EFT	00008459	44441	1,305.00	NAVIA BENEFIT SOLUTIONS
01	EFT	00008460	44441	1,528.18	NEOPART TRANSIT LLC
01	EFT	00008461	44441	6,805.77	PACIFIC POWER PRODUCTS
01	EFT	00008462	44441	169.43	PACIFIC WELDING SUPPLY INC
01	EFT	00008463	44441	596.00	PRINT NW
01	EFT	00008464	44441	3,355.77	QUALITY PRESS
01	EFT	00008465	44441	1,852.82	R E AUTO ELECTRIC
01	EFT	00008466	44441	3,583.69	RIGHT! SYSTEMS INC
01	EFT	00008467	44441	15,824.59	SAYBR CONTRACTORS INC
01	EFT	00008468	44441	187.81	SEATTLE AUTOMOTIVE DIST.
01	EFT	00008469	44441	3,500.00	SITECRAFTING INC.
01	EFT	00008470	44441	3,308.80	SOLARWINDS NORTH AMERICA INC
01	EFT	00008471	44441	2,986.98	SOUND TRANSIT
01	EFT	00008472	44441	225.00	MARK W MEROD
01	EFT	00008473	44441	570.83	SOUTH TACOMA GLASS
01	EFT	00008474	44441	125.10	STANDARD PARTS CORP
01	EFT	00008475	44441	651.84	STAPLES
01	EFT	00008476	44441	706.47	STELLAR INDUSTRIAL
01	EFT	00008477	44441	104.78	TACOMA DODGE CHRYSLER JEEP

01	EFT	00008478	44441	461.82 TACOMA SCREW
01	EFT	00008479	44441	250.36 TACOMA TROPHY
01	EFT	00008480	44441	1,242.50 TECHNICAL SECURITY INTEGRATION
01	EFT	00008481	44441	35,948.47 THE AFTERMARKET PARTS CO LLC
01	EFT	00008482	44441	913.75 TINY'S TIRE
01	EFT	00008483	44441	31,931.00 JEANNETTE TWITTY
01	EFT	00008484	44441	1,742.57 UNIFIRST CORPORATION
01	EFT	00008485	44441	13,916.41 WESTERN PETERBILT
01	EFT	00008486	44448	567,365.96 ABSHER CONSTRUCTION COMPANY
01	EFT	00008487	44448	1,574.30 ALLSTREAM
01	EFT	00008488	44448	1,221.74 ASSOCIATED PETROLEUM
01	EFT	00008489	44448	912.45 BATTERY SYSTEMS
01	EFT	00008490	44448	44.33 ATLAS SUPPLY INC
01	EFT	00008491	44448	55,993.79 BRIDGESTONE AMERICA
01	EFT	00008492	44448	1,299.50 CHEVRON PRODUCTS CO.
01	EFT	00008493	44448	10,838.71 CUMMINS INC
01	EFT	00008494	44448	8,761.93 CXTEC INC
01	EFT	00008495	44448	3,449.00 DRUG FREE BUSINESS
01	EFT	00008496	44448	684.42 FENCE SPECIALISTS INC
01	EFT	00008497	44448	223.01 FINISHMASTER, INC
01	EFT	00008498	44448	1,016.42 FREIGHTLINER NORTHWEST PACIFIC
01	EFT	00008499	44448	2,277.03 GTT COMMUNICATIONS
01	EFT	00008500	44448	1,825.14 GENFARE
01	EFT	00008501	44448	14,732.67 GILLIG LLC
01	EFT	00008502	44448	83.89 GRAINGER
01	EFT	00008503	44448	7.07 GROENEVELD LUBRICATION SOLUTIO
01	EFT	00008504	44448	151.80 GUARDIAN SECURITY GROUP INC
01	EFT	00008505	44448	1,034.48 INTELICORP RECORDS INC
01	EFT	00008506	44448	750.00 LONE FIR CREATIVE
01	EFT	00008507	44448	66.41 MCGUIRE BEARING CO
01	EFT	00008508	44448	1,530.20 MOHAWK MFG & SUPPLY
01	EFT	00008509	44448	11,821.78 PACIFIC POWER PRODUCTS
01	EFT	00008510	44448	2,008.18 QUADIENT FINANCE USA INC
01	EFT	00008511	44448	2,706.25 R E AUTO ELECTRIC
01	EFT	00008512	44448	35,000.00 VIA TRANSPORTATION INC
01	EFT	00008513	44448	129,931.39 SOUND TRANSIT
01	EFT	00008514	44448	10,452.57 SOUTH TACOMA GLASS
01	EFT	00008515	44448	2,433.20 STAFF TESTING INC
01	EFT	00008516	44448	4,049.66 STANDARD PARTS CORP
01	EFT	00008517	44448	1.54 STERICYCLE
01	EFT	00008518	44448	2,369.48 TACOMA DODGE CHRYSLER JEEP
01	EFT	00008519	44448	636.97 TACOMA SCREW
01	EFT	00008520	44448	7,692.76 THE AFTERMARKET PARTS CO LLC
01	EFT	00008521	44448	66.04 TITUS WILL FORD INC
01	EFT	00008522	44448	2,433.51 UNIFIRST CORPORATION
01	EFT	00008523	44448	711.60 WESTERN PETERBILT
01	EFT	00008524	44448	2,393.57 WILLIAMS OIL FILTER
01	EFT	00008525	44448	11,616.00 ZONAR SYSTEMS INC
01	EFT	00008526	44448	61,920.16 GREAT WEST RETIREMENT
01	EFT	00008527	44448	171,678.14 ICMA RETIREMENT
01	EFT	00008528	44448	13,703.01 NAVIA BENEFIT SOLUTIONS
01	EFT	00008529	44448	8,727.90 TACOMA EMPLOYEES RETIREMENT SY
01	EFT	00008530	44448	6,860.40 WA ST CHILD SUPPORT REGISTRY
01	EFT	00008531	44455	26,527.00 ACI CUSTODIAL INC
01	EFT	00008532	44455	83.12 AIRGAS-NOR PAC INC
01	EFT	00008533	44455	7,574.00 ALLIANT INSURANCE SERVICES
01	EFT	00008534	44455	488.27 ALLSTREAM
01	EFT	00008535	44455	2,060.97 ANGI ENERGY SYSTEMS
01	EFT	00008536	44455	50,332.27 ASSOCIATED PETROLEUM
01	EFT	00008537	44455	7,389.01 BATTERY SYSTEMS
01	EFT	00008538	44455	501.77 CINTAS FIRE PROTECTION
01	EFT	00008539	44455	329.18 COMMERCIAL BRAKE & CLUTCH
01	EFT	00008540	44455	23,873.32 CUMMINS INC
01	EFT	00008541	44455	250.00 CYBERSOURCE CORP.
01	EFT	00008542	44455	3,110.53 DIAMOND PARKING SERVICES LLC
01	EFT	00008543	44455	515.50 ENVIROISSUES
01	EFT	00008544	44455	1,035.16 FINISHMASTER, INC
01	EFT	00008545	44455	3,097.80 FREIGHTLINER NORTHWEST PACIFIC
01	EFT	00008546	44455	300.00 GENFARE
01	EFT	00008547	44455	3,028,683.94 GILLIG LLC
01	EFT	00008548	44455	5,750.00 GORDON THOMAS HONEYWELL
01	EFT	00008549	44455	9,777.78 GOSECURE INC
01	EFT	00008550	44455	7,839.16 GRAINGER
01	EFT	00008551	44455	4,990.00 HIGH LINE SOFTWARE INC
01	EFT	00008552	44455	111,509.22 HUITT-ZOLLARS INC.
01	EFT	00008553	44455	2,860.00 JANEK CORPORATION
01	EFT	00008554	44455	1,754.29 WESTERN FLUID COMPONENTS
01	EFT	00008555	44455	445.00 KIDDER MATHEWS, INC.
01	EFT	00008556	44455	306.48 LARSCO INC
01	EFT	00008557	44455	337.92 MALLORY SAFETY & SUPPLY LLC
01	EFT	00008558	44455	195.96 MCGUIRE BEARING CO
01	EFT	00008559	44455	967.89 MOHAWK MFG & SUPPLY
01	EFT	00008560	44455	822.17 MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00008561	44455	697.00 NATIONAL TESTING NETWORK
01	EFT	00008562	44455	996.88 NORMED
01	EFT	00008563	44455	19,580.10 PACIFIC POWER PRODUCTS
01	EFT	00008564	44455	18.43 PACIFIC WELDING SUPPLY INC
01	EFT	00008565	44455	4,800.00 PACIFICA LAW GROUP
01	EFT	00008566	44455	68,526.35 PC SPECIALISTS INC
01	EFT	00008567	44455	1,050.16 PRINT NW

01	EFT	00008568	44455	13.20	TEEPLE PRODUCTIONS LLC
01	EFT	00008569	44455	4,378.46	R E AUTO ELECTRIC
01	EFT	00008570	44455	239.40	SAMBA HOLDINGS INC
01	EFT	00008571	44455	383.75	SEATTLE AUTOMOTIVE DIST.
01	EFT	00008572	44455	63,641.50	SOUND TRANSIT
01	EFT	00008573	44455	9,595.17	SOUND TRANSIT
01	EFT	00008574	44455	202.44	SOUTH TACOMA GLASS
01	EFT	00008575	44455	505.85	STANDARD PARTS CORP
01	EFT	00008576	44455	5,069.31	STAPLES
01	EFT	00008577	44455	46.27	STERICYCLE
01	EFT	00008578	44455	4,355.96	TACOMA DODGE CHRYSLER JEEP
01	EFT	00008579	44455	1,214.11	TACOMA SCREW
01	EFT	00008580	44455	7,739.89	TECHNICAL SECURITY INTEGRATION
01	EFT	00008581	44455	201.17	TESSCO TECHNOLOGIES INC
01	EFT	00008582	44455	37,382.77	THE AFTERMARKET PARTS CO LLC
01	EFT	00008583	44455	203.52	TITUS WILL FORD INC
01	EFT	00008584	44455	59,095.99	UNITED ENERGY TRADING LLC
01	EFT	00008585	44455	185.45	REDDAWAY
01	EFT	00008586	44455	2,122.65	VEHICLE MAINTENANCE PROGRAM
01	EFT	00008587	44455	2,260.00	WA ST TRANSIT INSURANCE POOL
01	EFT	00008588	44455	10,341.49	WESTERN PETERBILT
01	EFT	00008589	44455	63.54	WILLIAMS OIL FILTER
01	EFT	00008590	44455	6,600.00	WONDERLIC INC
01	EFT	00008591	44459	53,456.23	US BANK CORPORATE PAYMENT SYST
01	EFT	00008592	44462	4,787.68	A & E IMAGING
01	EFT	00008593	44462	2,825.00	A CUSTOMER'S POINT OF VIEW
01	EFT	00008594	44462	13,201.30	AMAZON.COM CORPORATE CREDIT
01	EFT	00008595	44462	70,651.91	ASSOCIATED PETROLEUM
01	EFT	00008596	44462	366.11	ATLAS SUPPLY INC
01	EFT	00008597	44462	932.84	BRAUN CORPORATION
01	EFT	00008598	44462	128.00	CHRISTOPHER BEALE
01	EFT	00008599	44462	2,250.49	COMMERCIAL BRAKE & CLUTCH
01	EFT	00008600	44462	224,495.54	CONSTRUCT, INC.
01	EFT	00008601	44462	3,771.88	CUMMINS INC
01	EFT	00008602	44462	147.83	DOCC HOWARD
01	EFT	00008603	44462	147.83	ERICH SCHIMITSCHEK
01	EFT	00008604	44462	521,362.41	FIRST TRANSIT
01	EFT	00008605	44462	2,104.41	FREIGHTLINER NORTHWEST PACIFIC
01	EFT	00008606	44462	72.49	GENFARE
01	EFT	00008607	44462	15,229.25	GILLIG LLC
01	EFT	00008608	44462	462.22	GRAINGER
01	EFT	00008609	44462	37,042.76	GRANITE CONSTRUCTION COMPANY
01	EFT	00008610	44462	852.63	HERITAGE-CRYSTAL CLEAN LLC
01	EFT	00008611	44462	41,610.79	IPKEYS TECHNOLOGIES LLC
01	EFT	00008612	44462	256.00	JASON M WHALEN
01	EFT	00008613	44462	147.83	JEFFREY W DYKES
01	EFT	00008614	44462	256.00	JOHN G PALMER
01	EFT	00008615	44462	147.83	JOSEPH WEBBER
01	EFT	00008616	44462	22,442.19	K & L GATES
01	EFT	00008617	44462	128.55	WESTERN FLUID COMPONENTS
01	EFT	00008618	44462	256.00	KIMBERLY M ROSCOE
01	EFT	00008619	44462	384.00	KRISTINA WALKER
01	EFT	00008620	44462	3,927.00	MALLORY SAFETY & SUPPLY LLC
01	EFT	00008621	44462	195.96	MCGUIRE BEARING CO
01	EFT	00008622	44462	22,353.31	MEDSTAR CABULANCE INC
01	EFT	00008623	44462	1,576.12	MINUTEMAN PRESS
01	EFT	00008624	44462	1,039.00	MOHAWK MFG & SUPPLY
01	EFT	00008625	44462	1,285.46	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00008626	44462	632.34	NORTHWEST PUMP & EQUIPMENT CO
01	EFT	00008627	44462	249.00	OUTFITTER SATELLITE INC
01	EFT	00008628	44462	781.06	PACIFIC POWER PRODUCTS
01	EFT	00008629	44462	2,219.79	PACIFICA LAW GROUP
01	EFT	00008630	44462	147.83	PAUL CHAMPLAIN
01	EFT	00008631	44462	159.36	PRINT NW
01	EFT	00008632	44462	3,019.09	PRINTWEST
01	EFT	00008633	44462	2,393.83	QUALITY PRESS
01	EFT	00008634	44462	260.07	R E AUTO ELECTRIC
01	EFT	00008635	44462	124.08	RICK BUMGARNER
01	EFT	00008636	44462	232.97	SCHETKY NORTHWEST SALES INC
01	EFT	00008637	44462	649.00	SITECRAFTING INC.
01	EFT	00008638	44462	2,621.13	SOUND TRANSIT
01	EFT	00008639	44462	368.39	SOUTH TACOMA GLASS
01	EFT	00008640	44462	242.29	STANDARD PARTS CORP
01	EFT	00008641	44462	189.11	STAPLES
01	EFT	00008642	44462	6,393.00	SUMMIT LAW GROUP PLLC
01	EFT	00008643	44462	4,732.99	TACOMA COMMUNITY COLLEGE
01	EFT	00008644	44462	595.34	TACOMA DODGE CHRYSLER JEEP
01	EFT	00008645	44462	965.23	TACOMA SCREW
01	EFT	00008646	44462	3,353.50	TECHNICAL SECURITY INTEGRATION
01	EFT	00008647	44462	7,007.32	THE AFTERMARKET PARTS CO LLC
01	EFT	00008648	44462	350.09	THOMSON REUTERS-WEST
01	EFT	00008649	44462	1,372.24	TINY'S TIRE
01	EFT	00008650	44462	26.13	TITUS WILL FORD INC
01	EFT	00008651	44462	1,645.57	UNIFIRST CORPORATION
01	EFT	00008652	44462	172.03	USAME DAHIR
01	EFT	00008653	44462	4,633.00	WA ST AUDITOR
01	EFT	00008654	44462	2,620.27	WAXIE SANITARY SUPPLY
01	EFT	00008655	44462	440.00	WEST PIERCE FIRE& RESCUE
01	EFT	00008656	44462	31,586.48	WOOD HARBINGER INC
01	EFT	00008657	44462	813,488.70	WSP USA, INC.

01	EFT	00008658	44462	2,285.73	XEROX FINANCIAL SERVICES
01	EFT	00008659	44462	75,803.82	GREAT WEST RETIREMENT
01	EFT	00008660	44462	175,387.72	ICMA RETIREMENT
01	EFT	00008661	44462	13,497.25	NAVIA BENEFIT SOLUTIONS
01	EFT	00008662	44462	8,644.07	TACOMA EMPLOYEES RETIREMENT SY
01	EFT	00008663	44462	6,860.40	WA ST CHILD SUPPORT REGISTRY
01	EFT	00008664	44469	5,051.25	WA ST DEPT OF REVENUE
01	EFT	00008665	44469	72,888.21	ASSOCIATED PETROLEUM
01	EFT	00008666	44469	2,574.00	AXON ENTERPRISES INC
01	EFT	00008667	44469	2,008.83	BATTERY SYSTEMS
01	EFT	00008668	44469	94.42	BRAUN CORPORATION
01	EFT	00008669	44469	3,398.12	BRIDGESTONE AMERICA
01	EFT	00008670	44469	182.59	CINTAS FIRE PROTECTION
01	EFT	00008671	44469	91.85	COMMERCIAL BRAKE & CLUTCH
01	EFT	00008672	44469	14,153.63	CUMMINS INC
01	EFT	00008673	44469	1,604.90	CUMMINS-ALLISON CORP
01	EFT	00008674	44469	147.83	DONALD MITTS, #3393
01	EFT	00008675	44469	589.78	DRIVELINES NW INC
01	EFT	00008676	44469	1,506.59	FINISHMASTER, INC
01	EFT	00008677	44469	4,046.38	FREIGHTLINER NORTHWEST PACIFIC
01	EFT	00008678	44469	7,726.37	GALLS LLC
01	EFT	00008679	44469	21,201.58	GILLIG LLC
01	EFT	00008680	44469	1,378.86	GRAINGER
01	EFT	00008681	44469	16,412.82	GREAT FLOORS COMMERCIAL SALES
01	EFT	00008682	44469	1,127.79	GROENEVELD LUBRICATION SOLUTIO
01	EFT	00008683	44469	994.00	INTERCITY TRANSIT
01	EFT	00008684	44469	200.00	JOSEPH MAGER
01	EFT	00008685	44469	1,294.41	WESTERN FLUID COMPONENTS
01	EFT	00008686	44469	92,634.32	KPFF CONSULTING ENGINEERS
01	EFT	00008687	44469	136.42	MALLORY SAFETY & SUPPLY LLC
01	EFT	00008688	44469	8,355.00	MAYES TESTING ENGINEERS INC
01	EFT	00008689	44469	21,630.73	MEDSTAR CABULANCE INC
01	EFT	00008690	44469	41.87	MINUTEMAN PRESS
01	EFT	00008691	44469	2,365.00	MOHAWK MFG & SUPPLY
01	EFT	00008692	44469	19.47	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00008693	44469	5,547.05	PACIFIC AIR CONTROL INC
01	EFT	00008694	44469	554.27	PACIFIC POWER PRODUCTS
01	EFT	00008695	44469	22,787.75	PARAMETRIX ENGINEERING
01	EFT	00008696	44469	2,172.50	TEEPL PRODUCTIONS LLC
01	EFT	00008697	44469	4,177.85	QUALITY PRESS
01	EFT	00008698	44469	2,599.24	R E AUTO ELECTRIC
01	EFT	00008699	44469	515.61	RED WING SHOE STORE
01	EFT	00008700	44469	4,688.17	SAYBR CONTRACTORS INC
01	EFT	00008701	44469	476.77	SCHETKY NORTHWEST SALES INC
01	EFT	00008702	44469	1,167.56	SEATTLE AUTOMOTIVE DIST.
01	EFT	00008703	44469	3,432,531.00	SOUND TRANSIT
01	EFT	00008704	44469	607.16	SOUND TRANSIT
01	EFT	00008705	44469	6,211.83	SOUTH TACOMA GLASS
01	EFT	00008706	44469	1,795.13	STANDARD PARTS CORP
01	EFT	00008707	44469	1,885.99	STAPLES
01	EFT	00008708	44469	446.40	TACOMA DODGE CHRYSLER JEEP
01	EFT	00008709	44469	1,271.41	TACOMA SCREW
01	EFT	00008710	44469	570.00	TECHNICAL SECURITY INTEGRATION
01	EFT	00008711	44469	542.49	TENNANT
01	EFT	00008712	44469	20,207.59	THE AFTERMARKET PARTS CO LLC
01	EFT	00008713	44469	2,223.17	THERMO KING NW INC
01	EFT	00008714	44469	57.07	TITUS WILL FORD INC
01	EFT	00008715	44469	5,577.14	UNIFIRST CORPORATION
01	EFT	00008716	44469	279.72	REDDAWAY
01	EFT	00008717	44469	2,456.65	WAXIE SANITARY SUPPLY
01	EFT	00008718	44469	14,841.66	WESTERN PETERBILT
01	EFT	00008719	44469	392.07	ZONAR SYSTEMS INC
01	EFT	00008720	44469	2,513.54	STATE OF WA (STORAGE TANKS)
Total Payments				<u>\$13,224,941.07</u>	

**PIERCE TRANSIT
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

September 13, 2021

CALL TO ORDER

Chair Campbell called the regular board meeting to order at 4:02 p.m.

ROLL CALL

Commissioners present:

Chris Beale, City of Tacoma Councilmember
Marty Campbell, Chair of the Board, Pierce County Councilmember
Kent Keel, City of University Councilmember (*representing University Place and Fircrest*)
Ryan Mello, Pierce County Councilmember
John Palmer, Deputy Mayor for City of Puyallup (*representing Puyallup and Edgewood*)
Kim Roscoe, Mayor of Fife (*representing Fife/Milton/ Pacific/Auburn/Gig Harbor/
Ruston/Steilacoom*)
Kristina Walker, Vice Chair of the Board, City of Tacoma Councilmember
Jason Whalen, City of Lakewood Deputy Mayor

Commissioners excused:

Victoria Woodards, Chair of the Board, Mayor of the City of Tacoma

Staff present:

Mike Griffus, Chief Executive Officer
Deanne Jacobson, Clerk of the Board
Aaron Millstein, General Counsel from K&L Gates

OPENING REMARKS AND HOUSEKEEPING ITEMS

Chair Campbell welcomed board members, staff, and citizens to the virtual meeting and provided attendees instructions for participating in the meeting.

MOMENT OF SILENCE FOR OPERATOR BAN MAO

A moment of silence was held for Operator Ban Mao, who passed away on August 25, 2021. On behalf of the Board, Chair Campbell expressed condolences to the family members, friends and Pierce Transit staff members of Mr. Mao.

PRESENTATIONS

- 1. Honoring Operators of the Month for May Through August 2021 and Recognizing Honor Roll Recipients 2019 and 2020**

Assistant Transportation Manager Scott Gaines reviewed the accomplishments of the operators who were selected Operator of the Month for May – August 2021. The following individuals were awarded Operator of the Month:

- May – Luther Green
- June – Bobby Edmon
- July – Tabitha Bruhn
- August – Lisa Jorquera

Mr. Gaines detailed what it takes for an operator to earn Honor Roll. The following individuals earned Honor Roll in 2019 and 2020:

- 2019- Bun Hem
- 2019- Patrick Ward
- 2019- Tommy Jackson
- 2019 and 2020 – Alberto Rodriguez
- 2020 – Sirgii Kalinin
- 2020- Nicolae Jacot

2. 2021 Q1 and Q2 Employee Awards and Recognition

Director of Administration Amy Cleveland presented on the employees who received awards and recognition for their work at Pierce Transit during Q1 and Q2 of 2021. Mss. Cleveland detailed their achievements and accomplishments to the agency.

The following employees received the Public Safety Employee of the Quarter Award for Q1 2021 and received the Service Delivery and Support Employee of the Quarter Award for Q1 2021:

- Jason LeFevre, Public Safety Officer
- Katie Marcelia, Records Supervisor
- Dolan Johnson, Transit Deputy
- Tre Mathis, Public Safety Officer

The following employee received the Public Safety Employee Award for Q2 2021:

- Roger Ward, Sheriff Deputy

The following Dispatch employees were recipients of the Service Delivery and Support Employee of the Quarter award for Q2 2021 and were recipients of the Effectiveness and Efficiency Quarterly Award for Q2 2021:

Dispatch Team

- AJ Vital
- Ed Williams
- Vicky Simpson
- Judy Choate
- Michael Parker

- Sam Headrick
- Erik Dunn
- Brandon Patacer
- Dominic Choi
- Tiauna Mosely
- Christianna Benson
- Dawn Nielsen
- Tony Ndungu
- Leila McQuade
- James McCulloch
- Stephanie Jureidine

The following employees received the Administrative Staff Employee of the Quarter Award for Q1 and Q2 2021:

- Q1 – Randal Shultz, Senior Employee Services Analyst - Recruitment
- Q2 – Penny Grellier, Community Development Administrator

The following employee received the Effectiveness and Efficiency Quarterly Award for Q1 2021:

- Jessie Tonellato, Employee Services Specialist - Workforce Development

The following employees received the Excellence in Safety Quarterly Award for Q1 and Q2 2021:

- Q1 – Delmar Sherrell, Operator
- Q2 – Brentt Mackie, Safety Coordinator

3. Community Van Program Update

Community Development Administrator Penny Grellier presented on the item, noting that staff is returning to give the board a progress update on the revamped Community Van Program. Ms. Grellier reported that the agency has set aside 10 vehicles to administer the program at this time. Staff has simplified the reporting form and the van use agreement has been approved by the agency's insurance pool and details about the program are on the agency's website.

PUBLIC HEARING - Transit Development Plan (TDP): 2021-2026

Senior Planner Duane Wakan provided a PowerPoint Presentation, noting that the TDP is updated annually and is required by the Washington State Department of Transportation (WSDOT). Mr. Wakan reported that the TDP Plan details Public Transportation Priorities, Operational/Capital Investments and six-year Financial Plan and reviewed the nine elements that are required to be in the Plan per the WSDOT Guidelines.

Mr. Wakan reported that Pierce Transit will receive public comments on the plan up to September 24, 2021 and noted that Plan adoption is scheduled for the October 11, 2021 board meeting.

Chair Campbell provided directions for participating in the public hearing and opened the public hearing at 4:32 p.m.

No comments were provided; the public hearing was closed at 4:35 p.m.

PUBLIC COMMENT

Chair Campbell provided participation instructions to the public and opened public comment.

Clerk Jacobson announced that no written comments were received for public comment today.

The following individual(s) spoke during public comment:

- Julian Wheeler, Chair of Pierce County Accessible Communities Advisory Committee, invited members and staff to attend the committee's next meeting on September 14 at 9:30 a.m. He reminded attendees that this committee may be able to help with mobility/access type projects and that the committee is always looking for new members and new ideas.

Chair Campbell closed public comment.

CONSENT AGENDA

(Items listed below were distributed to Commissioners in advance for reading and study and are enacted with one motion. Item(s) may be moved to the Action Agenda at the request of a Commissioner.)

At the request of Commissioner Roscoe, FS 2021-049 and FS 2021-050 were moved to Nos. 6 and 7 of the Action Agenda. Commissioner Roscoe also requested that in the future items such as the Recruitment Update not be placed on the Consent Agenda and suggested that staff consider placing informational items under "Staff Reports." (At approximately 4:41 p.m. *Commissioner Palmer left the meeting and Commissioner Keel joined the meeting*)

Commissioners Walker and Roscoe **moved** and seconded to approve the consent agenda as amended.

Motion **carried, 7-0.**

1. Approval of Vouchers, August 1, 2021 – August 31, 2021
Operating Fund #10
Self-Insurance Fund #40
Capital Fund #90
Payment Nos. 376667 through 376827
Wire Nos. 8176 through 8429
No Advance Travel Checks
Total \$10,848,848.51

2. Approval of Minutes: August 9, 2021 Regular Board Meeting
3. Recruitment Update – For Informational Purposes Only
4. ~~FS 2021-049, Authorize the Chief Executive Office to execute Amendment No. 4 with Technical Security Integration, Contract PT 54-19, for an Additional Year of Service for Routine Physical Security System Testing and Maintenance Services Through September 30, 2022 for a total not to exceed amount of \$145,000~~
5. ~~FS 2021-050, Authorize the Chief Executive Officer to execute a Master On-Call Contract with TCF Architecture, PLLC, to provide architectural and engineering consulting services for an amount not to exceed \$1,500,000 over the five-year contract period.~~

ACTION AGENDA

1. FS 2021-051, Authority to Remove up to 214 Bus Stops Identified in the Bus Stop Balancing Program (10% of current stops) for the March 20, 2022 Service Change

Project Management Office Manager Heidi Soule reviewed the criteria that staff used to identify the bus stops to be removed from the system and noted that the intent of this program is to ultimately speed up the system for riders. The removal of identified stops is expected to continue through March 20, 2022. It was noted that staff determined there is no disparate impact to low income or minority populations.

Commissioner Mello noted that he met with staff to understand the equity analysis that was applied to this project and he believes that staff took a very thoughtful approach in their analysis and even added stops back in.

It was noted that in order to true up the timetables in the published schedules further analysis of the stops will be conducted and any necessary adjustments will be made during the September 2022 service change.

Commissioners Walker and Whalen **moved** and seconded to authorize staff to remove up to 214 stops as outlined in Exhibit A for the March 20, 2022 service change.

Motion **carried**, 7-0.

2. FS 2021-052, Approval of Transit Service Monitoring Results Contained within the 2021 Title VI Program Submittal to the Federal Transit Administration

Senior Planner Duane Wakan presented on the Title VI Monitoring Results and the Title VI Program Submittal (FS 2021-053), noting that the Federal Transportation Administration (FTA) requires that the governing body of the Agency consider and approve the Title VI Monitoring Results and Title VI Program, which is required every three years.

Mr. Wakan reviewed the elements of the plan that are required and noted that the agency is in compliance with FTA requirements.

Commissioners Keel and Whalen **moved** and seconded to adopt Resolution No. 2021-010, approving the 2021 Title VI Transit Service Monitoring Results Contained within the 2021 Submittal to the Federal Transit Administration as presented in Exhibit A.

Motion **carried**, 7-0.

3. FS 2021-053, Approval of the 2021 Title VI Program Submittal to the Federal Transit Administration

Commissioners Whalen and Keel moved and seconded to Adopt Resolution No. 2021-011, approving Pierce Transit's 2021 Title VI Program Submittal to the Federal Transit Administration as presented in Exhibit A.

Motion **carried**, 7-0.

4. FS 2021-049 (Removed from the Consent Agenda), Authority to Execute Amendment No. 4 with Technical Security Integration, Contract PT-54-19, for an Additional Year of Service for Routine Physical Security System Testing and Maintenance Services Through September 30, 2022 for a Total not to Exceed Amount of \$145,000

Physical Security Systems Administrator Robert Minnick presented on the item and noted that staff seeks an additional year of service from the vendor to conduct routine testing, maintenance and alarm monitoring services across the entire Pierce Transit system. He responded to various questions pertaining to contract costs and described all the various security sites across the system that will be served by this contract.

Commissioners Keel and Roscoe **moved** and seconded to authorize the Chief Executive Office to execute Amendment No. 4 with Technical Security Integration, Contract PT-54-19, for an Additional Year of Service for Routine Physical Security System Testing and Maintenance Services Through September 30, 2022 for a total not to exceed amount of \$145,000.

Motion **carried**, 7-0.

5. FS 2021-050 (Pulled from Consent Agenda), Authorize the Chief Executive Officer to Execute a Multi-Year Master On Call Contract with TCF Architecture, PLLC, to Provide Architect and Engineering Consulting Services

Project Management Office Manager Heidi Soule presented on the item, noting that the on-call agreement will typically be used for smaller public work projects and for situations when time is of the essence. She clarified that each individual project agreed to will utilize a defined scope in a task order, and pricing will be set by a Master Contract.

A question and answer period ensued with regards to how this contract fits within the agency's Disadvantaged Business Enterprise (DBE) goals. It was also noted that staff will return by the end of the year to update the Board on the agency's DBE Program.

Commissioner Roscoe requested that the agency monitor how much is expended for the various task orders and track the vendors we do business with.

Commissioners Walker and Whalen **moved** and seconded to authorize the Chief Executive Officer to execute a Master On-Call Contract with TCF Architecture, PLLC, to provide architectural and engineering consulting services for an amount not to exceed \$1,500,000 over the five-year contract period.

Motion **carried**, 7-0.

6. FS 2021-054, Authority to Implement a COVID-19 Voluntary Vaccination Incentive Program to all Current and Eligible Pierce Transit Employees

Director of Employee Services Amy Cleveland presented on the item and she noted that the proposed vaccination incentive is intended to encourage more employees to become fully vaccinated and before the agency is required from a higher authority to mandate vaccination. She reviewed anticipated costs to implement the program, noting the agency will use federal monies expected later this year. Ms. Cleveland also reported that the agency is expecting that it will have to comply with OSHA's temporary emergency orders, but the agency is waiting for more guidance on this matter.

Commissioners Keel and Roscoe **moved** and seconded to authorize the Chief Executive Officer to implement the COVID-19 Vaccination Incentive Program to all current and eligible Pierce Transit employees pursuant to the COVID-19 Vaccination Incentive Program as presented in Exhibit A.

Motion **carried**, 7-0.

STAFF UPDATES

1. CEO'S Report

CEO Mike Griffus reported on the following items:

- Pierce Transit service change will go into effect September 19.
- Pierce Transit is holding a BRT virtual open house on September 23 from 4:30-6:30 p.m.
- Expressed that he enjoyed meeting individually with commissioners the last couple of weeks and giving each a tour of the agency.

INFORMATIONAL BOARD ITEMS

1. Chair's Report

Chair Campbell confirmed that the Board is not in a hurry to return to in person meetings for the remainder of 2021 due to the surge of the Covid-19 variant.

Chair Campbell announced that the September 16, 2021 Executive Finance Committee meeting will be cancelled, and the next meeting is scheduled for November 18, 2021.

Chair Campbell reminded the board that a study session will be held on September 30, 2021 from 1:00-5:00 p.m. Study Session topics include the 2022 Budget, the Bus Rapid Transit Project and the Base Master Plan Project.

2. Sound Transit Update

Commissioner Roscoe announced that the Sound Transit Northgate station opens October 2, 2021.

3. Puget Sound Regional Council Transportation Policy Board Update

Commissioner Mello announced that the board has been tasked to update the Regional Transportation Plan and make it consistent with Vision 2050.

4. Commissioners' Comments

None.

ADJOURNMENT INTO CLOSED SESSION

Commissioners Whalen and Keel **moved** and seconded to adjourn the meeting into closed session at 5:46 p.m. to discuss labor relations pursuant to RCW 42.30.140(b).

Motion **carried**, 7-0.

Deanne Jacobson
Clerk of the Board

Marty Campbell, Chair
Board of Commissioners

3rd QUARTER 2021 Contracts Report

Report to Board of Commissioners

Sole Source Over \$10,000 Approved by the CEO

Contracts and Amendments - \$100,000 to \$200,000 Approved by the CEO

Sole Source Over \$10,000 Awarded from 7-1-21 to 9-22-21			
Name	Explanation	Amount	Eff. Date
ChargePoint Inc.	Assure Bus Chargers Warranty for 5 Years	\$60,897.00	8.2.21
Clever Devices Ltd	NeverFail Licenses and Services to support CAD/AVL	\$113,754.30	9.6.21

Contracts and Amendments - \$100,000 to \$200,000 awarded from 7-1-21 to 9-22-21			
Name	Explanation	Amount	Eff. Date
Via Transportation Inc	Remix Software Services Agreement	\$105,000	8.15.21

Sole Source: A circumstance when the vendor is the sole provider of licensed or patented goods or services, or has specialized knowledge or skill needed for a project when there is limited time and vendors with the expertise.



Action Agenda

TITLE: Adoption of the 2021-2026 Transit Development Plan (TDP)

DIVISION: Planning & Community Development

RELATED ACTION: N/A

SUBMITTED BY: Duane Wakan, Senior Planner

ATTACHMENTS:

Proposed Resolution

Exhibit A, Proposed TDP Plan ([provided electronically](#))

RELATION TO STRATEGIC PLAN: Financial

BUDGET INFORMATION: N/A

BACKGROUND:

The Transit Development Plan (TDP) outlines Pierce Transit's intermediate operating and capital plans for the period from 2021 through 2026. As such, it will ensure compliance with the Revised Code of Washington (RCW) chapter 35.58, which requires municipal corporations including public transportation benefit areas such as Pierce Transit to prepare and adopt a Six-Year Transit Development Plan for that calendar year and the ensuing five years. The TDP is based upon the 2021 budget adopted by the Board of Commissioners on February 8, 2021. This six-year year plan reports on Pierce Transit's annual operating budget, capital investments, and business strategies, and is submitted annually to the Washington State Department of Transportation, Puget Sound Regional Council (PSRC) Metropolitan Planning Organization, Pierce County, and each of the 13 jurisdictions within the Pierce County Public Transportation Benefit Area (PTBA).

This year's TDP follows content guidelines provided by WSDOT in late April 2020; it continues to provide a general outline of services and facility changes anticipated for the 2021-2026 horizon; includes financial elements (both operating and capital) budgeted for 2021 and projections through 2026; better conveys performance measures and timelines outlining how Pierce Transit intends to comply with Statewide Transportation goals and policies; includes local key performance indicators important to the agency; provides a briefer accounting of agency activities and accomplishments in 2020; and acknowledges COVID-19 and its high-level impacts to the agency. Once finalized, Pierce Transit will use the TDP to guide specific development of upcoming service designs, business strategies, and budget considerations.

The Board of Commissioners held a public hearing on the proposed 2021-2026 Transit Development Plan on September 13, 2021. The public review and comment period was August 30, 2021 through September 24, 2021.

Staff received on comment requesting we consider the following:

- 15 Minute Frequencies tied to affordable housing
- Considering environmental justice on Route 55
- Develop an Enhanced Bus or BRT-Lite brand
- Integrate transit connection to Hilltop Tacoma Link Extension, Federal Way LINK Extension

STAFF RECOMMENDATION:

Approve the Pierce Transit 2021-2026 Transit Development Plan as presented in Exhibit A.

ALTERNATIVES:

Do not approve the proposed 2021-2026 Transit Development Plan. This is not recommended as the agency would not be in compliance with RCW 35.58.2795, which requires adoption of the annual plan.

PROPOSED MOTION:

Move to: Approve Resolution No. 2021-012, adopting the 2021-2026 Transit Development Plan as presented in Exhibit A.

RESOLUTION NO. 2021-012

A RESOLUTION of the Board of Commissioners of Pierce Transit Adopting the
2021-2026 Transit Development Plan

WHEREAS, the 2021-2026 Transit Development Plan provides guidance on issues related to service and capital facilities development, regional coordination, and a financial implementation strategy; and

WHEREAS, the Revised Code of Washington (RCW) Chapter 35.58 requires that municipal corporations, including Public Transportation Benefit Areas such as Pierce Transit, prepare and approve a Six-Year Transit Development Plan for that calendar year and the ensuing five years; and

WHEREAS, the Pierce Transit Board of Commissioners held a public hearing on the proposed 2021-2026 Transit Development Plan at its regular meeting on September 13, 2021.

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

The Transit Development Plan covering 2021-2026, attached hereto as Exhibit A, is hereby adopted and constitutes Pierce Transit's Six -Year Transit Development Plan for the period 2021 through 2026.

ADOPTED by the Board of Commissioners of Pierce Transit at their regular meeting thereof held on the 11th day of October 2021.

PIERCE TRANSIT

Marty Campbell, Chair
Board of Commissioners

ATTEST/AUTHENTICATED

Deanne Jacobson, CMC
Clerk of the Board

TITLE: Authority to Amend the 2021 Capital Budget to Include Two Safety Enhancement Projects: Building 4 Lobby Hardening; and Tacoma Dome Station (TDS) Security Office Door

DIVISION: Service Delivery & Support

SUBMITTED BY: Reggie Reese, Chief Safety Officer

RELATED ACTION:

FS 2021-009, Adopting the Annual Budget for Fiscal Year 2021 with attendant wage adjustments and approval of 960 positions as presented therein.

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Employee

BUDGET INFORMATION

Is it Budgeted? ☐ Yes / ☒ No

Project Name or Number: N/A

☐ Operating Budget

☒ Capital Budget

FUNDING SOURCE:		EXPLANATION:
Local Amount	\$ 119,197	This request will add two new projects to the 2021 Capital Budget. Funds are available from closeout of completed capital projects.
Grant/Other Amounts	\$	
Total Expenditure	\$ 119,197	

BACKGROUND:

Despite widespread remote working across the country due to the pandemic, mass shootings increased in 2020. While many shootings are unpredictable, employers are expected to identify, prevent and/or respond to behaviors that could predictably lead to violence at work or vulnerabilities in the security of their facilities. Pierce Transit front line employees have experienced 71 instances of assault since 2018. We know from direct observation of these instances that the physical barriers installed on our vehicles have protected our employees from physical harm in the face of aggression. Pierce Transit has a legal "duty of care" to provide a safe and secure work environment for employees.

The reception area in Building 4 is the physical main point of contact with the public and the employee working there is often at the desk alone. The Building 4 Lobby Hardening project will include bullet resistant film on the inside of the lower windows surrounding the lobby to protect those in the lobby should there be an active shooter in the parking lot. The reception desk will be fully enclosed with bullet resistant glass to protect the receptionist. This will also secure the guest badges kept at the reception desk, which could give the intruder access to the entire building. The receptionist will be able to deny access to unauthorized person(s) through a workstation with camera

view and a remote locking mechanism. The reception desk has been remodeled in a separate project and the lower half of the desk is hardened with bullet resistant fabric built into the desk. Hardening the top portion of the desk ensures we are providing a safe work environment to protect our employees.

At the Tacoma Dome Station Public Safety Office there is only one point of ingress and egress, which may create a bottleneck in case of an emergency or active shooter. There is a risk of employees being trapped in the office. Best practices call for a secondary exit if possible, for locations such as this. The project will add another door at this location to increase safety for our staff.

STAFF RECOMMENDATION:

Amend the 2021 Capital Budget to include two Safety Enhancement projects: Building 4 Lobby Hardening and TDS Security Office Door.

ALTERNATIVES:

1. Continue operating without an enclosed area for the Building 4 lobby.
2. Continue operating without an additional door at the Tacoma Dome Stations Public Safety Office. Neither option is recommended, as the identified safety risks could have significant adverse consequences for our employees.

PROPOSED MOTION:

Move to: Amend the 2021 Capital Budget to Include Two Safety Enhancement Projects: Building 4 Lobby Hardening in the amount of \$85,543 and TDS Security Office Door in the amount of \$33,654, for a total addition to the 2021 Capital Budget of \$119,197.

TITLE: Authority to Add One Additional Paid Holiday for all Regular Employees in Recognition of Juneteenth

DIVISION: Administration

SUBMITTED BY: Amy Cleveland, Executive Director of Administration

RELATED ACTION: N/A

ATTACHMENTS:

RELATION TO STRATEGIC PLAN: Employee

Proposed Resolution
Exhibit A

BACKGROUND:

Juneteenth National Independence Day Act (Public Law 117-17) was signed into law by the federal government on June 17, 2021, recognizing the historical significance of the Juneteenth National Independence Day to the United States as the day enslaved people in Texas learned that they were free. Juneteenth is a holiday that celebrates the emancipation of those who had been enslaved in the United States. This day has special significance for Black/African Americans.

In addition, during the 2021 Regular Session, the Washington State Legislature passed Substitute House Bill 1016 recognizing June 19 a day of remembrance that African slaves learned of their freedom and making Juneteenth a paid holiday for State employees.

Pierce Transit encourages more awareness of the significance of this celebration in African-American/Black history and its role in the heritage of our nation.

Staff is proposing an additional paid holiday (bringing the total to twelve defined paid holiday days, and two personal holidays per year as described in Exhibit A) effective upon Board approval starting in 2022 and continuing into subsequent years. This proposal is limited to regular, full-time and part-time Pierce Transit employees and does not extend to individuals working under an employment agreement or contract.

The estimated impact in 2022 is a maximum of \$298,000 on an annualized basis. The estimated maximum cost assumes the cost of one day of wages for the total budgeted number of employees (981) in 2022. Since there will be no direct budgetary impact for many employees, such as those who are exempt (non-hourly), and there will also be vacancies during this holiday, the actual budget impact will likely be significantly less than the estimated maximum amount. Pierce Transit should be able to absorb the cost through staff vacancies throughout the year.

STAFF RECOMMENDATION:

Staff recommends approval of Resolution No. 2021-013, adding one additional paid holiday in recognition of Juneteenth.

ALTERNATIVES:

Make no changes to the paid holiday benefits for employees.

PROPOSED MOTION:

Move to: Approve Resolution No. 2021-013, adding one additional paid holiday for all regular employees in recognition of Juneteenth.

RESOLUTION NO. 2021-013

A RESOLUTION of the Board of Commissioners of Pierce Transit Adding One Additional Paid Holiday for all Regular Employees in Recognition Juneteenth

WHEREAS, Juneteenth National Independence Day Act (Public Law 117-17) has been signed into law by the federal government, recognizing the historical significance of the Juneteenth National Independence Day to the United States; and

WHEREAS, Washington State has passed Substitute House Bill 1016 during the 2021 Regular Session making Juneteenth a paid holiday for State employees; and

WHEREAS, Pierce Transit encourages more awareness of the significance of this celebration in African-American/Black history and its role in the heritage of our nation; and

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

Section 1. The Board of Commissioners hereby grants one additional paid holiday to all regular employees per calendar year effective June 2022 and continuing into subsequent years. The Pierce Transit Personnel Manual Section 6.1.1 is hereby amended as reflected in Exhibit A and attached hereto.

ADOPTED by the Board of Commissioners of Pierce Transit at their regular meeting thereof held on the 11th day of October 2021.

PIERCE TRANSIT

Marty Campbell, Chair
Board of Commissioners

ATTEST/AUTHENTICATED

Deanne Jacobson, CMC
Clerk of the Board

Section 6.0 - Benefits

6.1 Holidays

6.1.1 The following are holidays for all regular and probationary employees of the Agency, except for Relief Transit Operators who are not eligible for holiday pay:

New Year's Day (January 1st)

Martin Luther King, Jr.'s Birthday (3rd Monday in January)

Presidents' Day (3rd Monday of February)

Memorial Day (Last Monday of May)

Juneteenth National Independence Day Act (June 19th)

Independence Day (July 4th)

Labor Day (1st Monday of September)

Veteran's Day (November 11th)

Thanksgiving Day (4th Thursday of November)

The day immediately following Thanksgiving Day

Christmas Day (December 25th)

Employees as specified above, ~~except Public Safety Officers,~~ shall have two (2) paid personal holidays per calendar year, for which time off shall be mandatory; this day to be mutually agreed to by both employee and employer. To be eligible for these holidays, employees must have been or are scheduled to be continuously employed by the Agency for more than four months as a regular or probationary employee during the calendar year of entitlement. In addition, employees as specified above shall be granted such additional holidays as may be determined by the Board from time to time by resolution

TITLE: Authority to Increase Contract Spending Authority Amount with Top2Bottom Janitorial Services (Contract No. 1145) for Bus Sanitation Services at Pierce Transit's Bus Lot and Sound Transit's Mid-Day Storage Lot in Seattle Due to COVID-19

DIVISION: Maintenance

SUBMITTED BY: Adam Davis, Interim Director of Maintenance

RELATED ACTION:

Under executive authority, an initial contract for \$191,586.00 was issued on December 4, 2020 for bus cleaning services for January 1, 2021 through June 30, 2021 on Pierce Transit's Lakewood lot only. Also under executive authority, Amendment 1 for \$8,340 was issued on December 29, 2020 in response to Sound Transit's request that the buses on their Mid-Day storage lot be cleaned for the month of January 2021.

2021-006, Authorized the Chief Executive Officer to enter into and execute Amendment No. 2 to Contract 1145 with Top2Bottom Janitorial Services to provide bus sanitation services due to COVID-19 at the Mid-Day Storage Lot through June 2021 in the amount of \$41,700, for a revised total contract amount not to exceed \$241,626.

2021-031, Authorize the Chief Executive Officer to execute Amendment No. 3 to Contract 1145 with Top2Bottom Janitorial Services to provide bus sanitation services at Pierce Transit's Bus Lot and Sound Transit's Mid-Day Storage Lot due to COVID-19 for an additional three months through September 2021, in the amount of \$120,813, for a revised total contract amount not to exceed \$362,439.

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Customer

BUDGET INFORMATION

Is it Budgeted? ☒ Yes / ☐ No

Project Name or Number: N/A

☒ Operating Budget

☐ Capital Budget

FUNDING SOURCE:		EXPLANATION:
Local Amount	\$ 79,828	The proposed increase is to continue COVID related bus sanitizing services on Pierce Transit's main bus lot through end of 2021.
ST Reimbursement	\$ 27,000	
New Expenditure Amount	\$ 106,828	
New Contract Authority Amount	\$ 469,267	

BACKGROUND:

Pierce Transit issued Contract No. 1145 and subsequent amendments to Top2Bottom Janitorial for bus sanitizing services at the Lakewood base lot and at Sound Transit's mid-day storage lot in Seattle for a current contract total of \$362,439. In addition to sanitation, the contractor also replaces social distancing signs and restocks the mask dispensers on board the buses as needed.

Given the upswing of COVID cases due to the Delta variant, staff is recommending extending the bus sanitizing contract through the end of 2021. The current contract spending authority will provide main bus lot cleaning services to October 15 and will not cover any additional cleaning at Sound Transit's day lot. Additional funds are required for the second half of October, and for November and December. There will be no change to the current monthly flat rate fees of \$31,931 for the Lakewood base lot, and \$8,340 for Sound Transit's Seattle lot.

STAFF RECOMMENDATION:

Authorize the Chief Executive Officer to increase the contract spending authority to Contract 1145 with Top2Bottom Janitorial Services to provide bus sanitation services through December 2021. This reinforces Pierce Transit's commitment to rider safety.

ALTERNATIVES:

The alternative would be to not authorize a contract increase and discontinue COVID-19 bus sanitation services. This is not recommended considering the increase in cases due to the COVID Delta variant and the bus sanitation provides an extra measure of protection against the spread of the COVID virus.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to increase the contract spending authority amount with Top2Bottom Janitorial Services (Contract No. 1145) to provide bus sanitation services at Pierce Transit's Bus Lot and Sound Transit's Mid-Day Storage Lot due to COVID-19 for an additional three months through December 2021, in the amount of \$106,828, for a revised total contract spending authority not to exceed amount of \$469,267.

TITLE: Authorize the Chief Executive Officer to Execute a Multi-Year Master On Call Contract with Rider Levett Bucknall (RLB) to Provide Estimating Consulting Services

DIVISION: Finance

SUBMITTED BY: Heidi Soule, PMO Manager

RELATED ACTION: N/A

ATTACHMENTS: None

RELATION TO STRATEGIC PLAN: Financial

BUDGET INFORMATION

Is it Budgeted? ☒ Yes / ☐ No

Project Name or Number: N/A

☐ Operating Budget

☐ Capital Budget

FUNDING SOURCE:		EXPLANATION:
Local Amount	\$ 500,000.00	Funding for these services will be included in individual project budgets.
Grant/Other Amounts	\$	
Total Expenditure	\$ 500,000.00	

BACKGROUND:

In order to provide expeditious access to estimating services when situations dictate, staff seeks to enter into an on-call agreement. The on-call agreement will typically be used for preparing capital construction project planning level cost estimates, and Independent Cost Estimate (ICE) and Cost Analysis as required by the Federal Transit Administration Circular 4220.1F. The on-call agreement will utilize a task order process whereby each individual project is agreed to utilizing a defined scope in the task order, and pricing will be set by a Master Contract.

A Request for Qualification (RFQ) was solicited on June 10, 2021 for an On-Call Estimating Consultant Services Contract, with one (1) firm responding. The Evaluation Committee interviewed Rider Levett Bucknall (RLB). Based on the scoring criteria, the Evaluation Committee found RLB as a qualified firm to provide On-Call Estimating Services. Based on experience and expertise and previous on-call contract work and comparable rates for the type of services provided, staff views the rates to be fair and reasonable. Staff estimates that the Agency should not exceed \$500,000 over the five-year contract period, based on the hourly rates and past experience utilizing the on-call process. Contracts issued under this contract will be administered by task orders.

STAFF RECOMMENDATION:

Staff recommends that a Master On-Call Contract with Rider Levett Bucknall (RLB) be authorized for a not to exceed amount of \$500,000 over the life of the contract without prior Board approval, to be administered through task orders.

ALTERNATIVES:

Do not approve a contract with RLB. This is not recommended as staff will have fewer options to provide cost estimates and cost analyses for capital projects and to assist with the annual capital budget development.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to execute a multi-year Master On-Call Contract with Rider Levett Bucknall (RLB), to provide Estimating Consulting Services for an amount not to exceed \$500,000 over the life of the contract.