



## RESOLUTION NO. U-10962

1  
2 A RESOLUTION related to the purchase of materials, supplies, equipment  
3 and the furnishing of services; authorizing the City officials to enter into  
4 contracts and, where specified, waive competitive bidding requirements,  
5 authorize sale of surplus property, or increase or extend existing  
6 agreements.

7  
8 WHEREAS the City of Tacoma, Department of Public Utilities, requested  
9 bids/proposals for the purchase of certain materials, supplies, equipment and/or  
10 the furnishing of certain services, or proposes to purchase off an agreement  
11 previously competitively bid and entered into by another governmental entity, or  
12 for the sales of surplus, or desires to increase and/or extend an existing  
13 agreement, all as explained by the attached Exhibit "A," which by this reference  
14 is incorporated herein, and

15  
16 WHEREAS in response thereto, bids/proposals (or prices from another  
17 governmental agreement) were received, all as evidenced by Exhibit "A," and

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19 WHEREAS the Board of Contracts and Awards and/or the requesting  
20 division have heretofore made their recommendations, which may include  
21 waiver of the formal competitive bid process because it was not practicable to  
22 follow said process, or because the purchase is from a single source, or there is  
23 an emergency that requires such waiver, and/or waiver of minor deviations, and  
24 in the case of sale of surplus, a declaration of surplus has been made certifying  
25 that said items are no longer essential for continued effective utility service, as  
26 explained in Exhibit "A," and



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WHEREAS the Director requests authorization, pursuant to TMC 1.06.269 A, to amend contract amounts up to \$200,000 and to approve term extensions and renewals for all items contained in Exhibit "A;" Now, therefore,

BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

That the Public Utility Board of the City of Tacoma hereby concurs and approves the recommendations of the Board of Contracts and Awards and/or the requesting division, and approves, as appropriate: (1) the purchase and/or furnishing of those materials, supplies, equipment or services recommended for acceptance; (2) the sale of surplus materials, supplies or equipment recommended for acceptance; (3) the Interlocal agreement that authorizes purchase off another governmental entity's contract; (4) the increase and/or extension of an existing agreement, and said matters may include waiver of the formal competitive bid process and/or waiver of minor deviations, all as set forth on Exhibit "A," and authorizes the execution, delivery and implementation of appropriate notices, contracts and documents by the proper officers of the City for said transactions, and (5) the administrative authority of the Director, per TMC 1.06.269 A., to amend contract amounts up to \$200,000 and to approve term extensions and contract renewals for all items in Exhibit "A."

Approved as to form and legality:

  
\_\_\_\_\_  
Chief Deputy City Attorney

\_\_\_\_\_  
Chair  
\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

Adopted \_\_\_\_\_



3628 South 35th Street  
Tacoma, Washington 98409-3192

TACOMA PUBLIC UTILITIES

EXHIBIT "A"

RESOLUTION NO.: U-10962  
#1

ITEM NO.:

MEETING DATE: OCTOBER 25<sup>TH</sup>, 2017

**DATE:** October 11, 2017  
**TO:** Board of Contracts and Awards  
**SUBJECT:** Flagging and Traffic Control Services  
Budgeted from various funds as-needed by department  
Request for Bids Specification No. TU17-0132F

**RECOMMENDATION:** Tacoma Power, in conjunction with Tacoma Water and Tacoma Rail, recommends that two contracts be awarded from Request for Bids TU17-0132F for traffic flagging services on an as-needed basis. One contract is recommended to the low bidder **Advanced Government Services, Inc., Tacoma, WA**, in the amount of **\$1,378,032.40**, and a second contract is recommended to the second low bidder **Traffic Management, Inc., Auburn, WA**, in the amount of **\$80,000.00**. The recommendation is for contracts with an initial three-year term in a combined amount of **\$1,458,032.40**, plus the option for two additional one-year renewal periods, for a cumulative total of **\$2,444,682.00**, plus sales tax. The cumulative amount reflects potential rate escalation as provided in the specification documents.

**EXPLANATION:** The work to be performed consists of furnishing qualified traffic control flaggers, equipment, and the required transportation to assist the work forces of Tacoma Public Utilities (TPU). The work may be performed within right-of-ways of private, county, city, highway, and limited access freeway roadways.

To ensure that a sufficient number of contract personnel are available to support all TPU Divisions, the recommendation is to award a primary contract to the respondent submitting the lowest evaluated submittal and an alternate (back-up) contract to the respondent submitting the second lowest evaluated submittal. The alternate contract will be utilized only in the event that the primary contractor does not have sufficient resources to fulfill all flagging personnel requests. The amount requested for award to the alternate contractor is based upon historical utilization of back-up services.

**COMPETITIVE SOLICITATION:** Request for Bids Specification No. TU17-0132F was opened on October 3, 2017. Ten companies were invited to bid in addition to normal advertising of the project. Four submittals were received. The recommended primary contractor, Advanced Government Services, Inc., is a certified business with the City of Tacoma Small Business Enterprise (SBE) program. This contractor's evaluated submittal includes a five percent credit as allowed per the SBE provision for a Single Trade Contract.

<u>Respondent</u>	<u>Location</u> (city and state)	<u>Submittal Amount</u> Plus sales tax	<u>Evaluated Submittal</u> (w/ SBE Credit and annual escalation Incl.)
<b>Advanced Government Services, Inc.</b>	<b>Tacoma, WA</b>	<b>\$ 1,378,032.40</b>	<b>\$ 1,313,494.55</b>
Road Construction Northwest, Inc.	Renton, WA	\$ 1,587,562.50	\$ 1,668,263.59
<b>Traffic Management, Inc.</b>	<b>Auburn, WA</b>	<b>\$ 1,601,624.80</b>	<b>\$ 1,650,154.03</b>
Altus Traffic Management LLC	Kent, WA	\$ 1,915,733.50	\$ 1,973,780.23

Pre-bid Estimate \$ 1,300,000.00

The recommended award is 6 percent above the pre-bid estimate.

**CONTRACT HISTORY:** New contracts.

**FUNDING:** Funds for these contracts are available in the biennium budgets for Tacoma Power, Tacoma Water and Tacoma Rail. Funding beyond the current biennium is subject to future availability of funds.

**SBE/LEAP COMPLIANCE:** The lowest evaluated bidder, Advanced Government Services, Inc., is in compliance with the Small Business Enterprise (SBE) requirements per memorandum dated October 11, 2017. No other bids were received from SBE contractors for this Single Trade project.

The Local Employment and Apprenticeship Training Program (LEAP) goal is 3,946 hours.

**PROJECT ENGINEER/COORDINATOR:** Roberta Cox, Transmission & Distribution, 253-396-3156; Mike Riley, Water Distribution, 253-502-8699.

Approved:



Chris Robinson  
Power Superintendent/COO



William A. Gaines  
Director of Utilities/CEO

cc: Jessica Tonka, Senior Buyer, Finance/Purchasing  
SBE Coordinator  
LEAP Coordinator



3628 South 35<sup>th</sup> Street  
Tacoma, Washington 98409-3192

TACOMA PUBLIC UTILITIES

EXHIBIT "A"

RESOLUTION NO.:

U-10962

ITEM NO.:

#2

MEETING DATE:

October 25, 2017

**DATE:** October 5, 2017  
**TO:** Board of Contracts and Awards  
**SUBJECT:** Pacific States Marine Fisheries Services  
Interagency Agreement

**RECOMMENDATION:** Tacoma Power/Generation requests approval to award Pacific States Marine Fisheries Commission (PSMFC), Portland, Oregon, for Fisheries Technician and Biologist support services up to \$5,800,000, sales tax not applicable, for three years. This contract will support Tacoma's Cowlitz and Cushman hydroelectric project license implementation from 2018-2020.

**EXPLANATION:** An agreement with PSMFC was approved by the Public Utility Board (Resolution U-10375) on April 28, 2010, and replaced the original contract entered into in 2004. Initially, the intent of these contracts was to provide seasonal fisheries field labor to implement FERC license requirements, including supplemental fish collection efforts near Cowlitz Falls Dam.

Additional requirements of Tacoma's FERC licenses have since necessitated new field studies and increasing fish collection efforts at other hydro projects. The use of PSMFC contract staff has proven to be an effective method of supplementing Tacoma Full Time Employee staff within Natural Resources. PSMFC offers Tacoma Power seasonal hiring flexibility, seven day per week availability, and the potential for extending the season length (e.g., employees remain hired when fish are still being collected in high numbers). PSMFC keeps a database of applicants, which allows Tacoma instant access to a large pool of qualified applicants. The agreement with PSMFC includes a 12.82% overhead for the hiring service. The hiring and staffing flexibility combined with an estimated savings in overhead rates from other industry technician service providers of approximately 20-30% represent substantial savings to Tacoma.

One example of staffing supplementation began in 2014, when a new agreement with the Bonneville Power Administration and the Lewis County Public Utility District obligated Tacoma to fund and operate the Cowlitz Falls Fish Facility at Cowlitz Falls Dam. This required hiring additional seasonal employees to capture and transport juvenile salmonids downstream on the Cowlitz River. In addition, Tacoma has seasonal fisheries staffing needs to operate: 1) the Cowlitz Hatchery adult upstream fish collector up to seven days per week, 2) conduct monitoring and evaluation studies on at the Cushman Hydro project, 3) manage and conduct monitoring and evaluation efforts at the on the Lower Cowlitz River, and 4) will soon be taking on obligations for monitoring and evaluation efforts on the upper Cowlitz River.

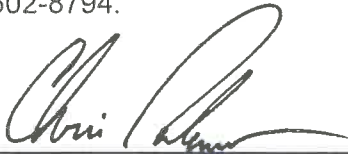
**CONTRACT HISTORY:** In April of 2010 a three-year Interagency Agreement was approved by Public Utility Board Resolution U-10375 for a total of \$500,000. That contract was increased three times; January 2013 to a cumulative total of \$700,000, December 18, 2013 to a cumulative total of 1,700,000, and March 23, 2016 to a cumulative total of 3,200,000. This request represents a new contract.

**CURRENT REQUEST:** New contract.

**FUNDING:** Funds for this contract are available in Tacoma Power's Operating Budget.

**SBE/LEAP COMPLIANCE:** Not applicable.

**PROJECT ENGINEER/COORDINATOR:** Matt Bleich, Natural Resources Department;  
253-502-8794.



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Chris Robinson  
Power Superintendent/COO

APPROVED:



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William A. Gaines  
Director of Utilities/CEO

- C: Chris Mattson, Generation Manager
- Kimberly Ward, Senior Buyer, Finance/Purchasing
- Contract Services, Generation

October 25, 2017

MOTION

I hereby move that the following motion be approved:

17-15. Pursuant to the City of Tacoma, Public Utility Board, RULES FOR ORDER OF BUSINESS, Rule 1(b), the Public Utility Board meetings and study sessions for November and December 2017 will be set for November 15, 2017, and December 13, 2017.

October 25, 2017

MOTION

I hereby move that the following motion be approved:

17-16. That the recommendations of the Department of Public Utilities' and the City of Tacoma's Insurance Committee and its advisor/broker, Kim Wilson of Brown and Brown Insurance, are approved and the appropriate officers are authorized to purchase:

(1) Comprehensive General Liability Insurance from Allied World Assurance Company; Navigators Insurance Company; and Lexington Insurance Company; (2) Railroad Liability Insurance from Indian Harbor Insurance Company; and (3) Public Official & Employment Practices Liability Insurance from Western World Insurance Company, for a total premium of \$1,445,164; as outlined in the memorandum dated October 25, 2017, from Jim Sant, Deputy Director for Administration, to William A. Gaines, Director of Utilities/CEO, and on file with the Clerk of the Board. Funds are budgeted and available for said purpose.





TACOMA PUBLIC UTILITIES  
3628 South 35th Street  
Tacoma, Washington 98409-3192

Date: October 25, 2017  
To: William A. Gaines, Director of Utilities, CEO  
From: Jim Sant, Deputy Director for Administration  
Subject: Comprehensive General Liability Insurance

### **Recommendation**

Tacoma Public Utilities requests authorization to bind coverage for comprehensive general liability insurance, effective December 1, 2017.

### **Background**

The total premium for December 1, 2017 – December 1, 2018 is \$1,445,164. This reflects an overall increase of 4.6% over our current premium of \$1,380,382. A summary of the policies follows:

### **General Liability Insurance**

The Allied World Assurance Company, Navigators Insurance Company, and Lexington Insurance Company are the proposed carriers to insure the Department, except for Tacoma Rail, for general liability. The insurance provides \$60,000,000 of liability coverage per any one occurrence, and in aggregate for the year, in excess of a \$1,500,000 self-insured retention (S.I.R.). This is the same coverage as was in place for the 2016/ 2017 period. The self-insured retention amount is similar to a deductible and our self-insurance claims fund would still be used for paying claims under this amount. Our payment for litigation defense costs, including attorney fees, would count as part of the self-insured retention amount in the policy. The policy constitutes an “occurrence” form which pays for claims that occur during a policy period regardless of when a claim is first made or reported. This means that, if the department were to drop the policy, change to another insurance carrier, or a claim is submitted at a subsequent time, coverage still remains under the policy. The total annual premium, which includes coverage for Certified Acts of Terrorism, is \$785,891. This is an increase of \$17,170 from the previous year’s premium of \$768,721. This reflects an increase of 2.2% over the current premium.

In summary, some of the types of claims that would be covered include:

- Third-party claims arising from vehicular accidents.
- Third-party injury accidents on Department property.
- Potential liability for a dam failure, resulting in downstream flood damage.



- Accidents at parks.
- Incidents occurring on transmission line roads and rights-of way.
- Failure to supply electricity or water claims.
- These policies exclude most pollution claims.

**Railroad Liability Insurance**

The carriers, Indian Harbor Insurance Company, Steadfast Insurance Company and Liberty Insurance Company, provide excess general liability for Tacoma Rail. The total limit per any one occurrence is \$50,000,000 in excess of the \$1,000,000 self-insured retention and the annual aggregate limit is \$100,000,000. The policy is also on an occurrence form. The types of claims that would be covered are similar to those previously listed, including certified acts of terrorism. In addition, the Tacoma Rail policy includes Federal Employers Liability Act coverage, which will cover employee on-the-job injury claims and associated legal actions against the City, as these employees are not covered by State Workers’ Compensation. This is the same coverage that was carried for the 2016/ 2017 period. The annual premium for these policies is \$456,280. This is an increase of \$6,065 over the previous year’s premium of \$450,215, or 1.3%.

**Public Official & Employment Practices Liability Insurance**

This policy is with Western World Insurance Company and has a limit of \$1,250,000 on each claim and \$2,500,000 in aggregate with a \$250,000 self-insured retention. It covers professional liability such as alleged acts of discrimination or errors by officers or employees of the Department. The annual premium is \$202,993 versus the previous year’s premium of \$163,547.

**Summary**

The Public Utilities Insurance Committee and our insurance advisor/broker recommend that the Department purchase the following policies:

<b>Carriers</b>	<b>Policies</b>	<b>Aggregate Limits</b>	<b>S.I.R.</b>	<b>Annual Premiums</b>
Allied World Assurance Co.	General Liability	\$10,000,000	\$1,500,000	\$340,674
Navigators Insurance Co.	General Liability	\$10,000,000	NA	\$152,839
Lexington Insurance Co.	General Liability	\$20,000,000	N/A	\$195,383

Allied World Assurance Co.	General Liability	\$20,000,000	N/A	\$96,995
Western World Insurance Co.	Public Officials Liability	\$2,500,000	\$250,000	\$202,993
Indian Harbor Insurance Co.	RR General Liability	\$50,000,000	\$1,000,000	\$332,800
Steadfast Insurance Co.	RR General Liability	\$30,000,000	NA	\$78,855
Liberty Insurance Co.	RR General Liability	\$20,000,000	NA	\$44,625
			<b>Total</b>	<b>\$1,445,164</b>

We request your approval to submit this matter to the Public Utility Board for its consideration.

Approved:



William A. Gaines  
 Director of Utilities, CEO



## RESOLUTION NO. U-10963

1  
2 A RESOLUTION authorizing the execution of Sound Transit Tacoma Link  
3 Expansion ST2 – City Services Agreement Work Orders #6 and #7.

4 WHEREAS, under resolution U-10616, the Public Utility Board authorized  
5 execution of the Sound Transit Tacoma Link Expansion ST2 – City Services  
6 Agreement (“City Services Agreement”). The City Services Agreement sets forth  
7 the terms and conditions upon which the City of Tacoma, Department of Public  
8 Utilities, Light Division (dba “Tacoma Power”) and Water Division (dba “Tacoma  
9 Water”) will provide services to Sound Transit to facilitate design and  
10 construction of the expansion of the Tacoma Link Light Rail system from the  
11 Theater District Station to the Hilltop District (“TLE Project”), and  
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13 WHEREAS Work Order #6 and Work Order #7 set forth the duties and  
14 responsibilities for construction and inspection activities (including relocation of  
15 impacted utility infrastructure) to be funded and completed by Tacoma Power  
16 and Tacoma Water respectively during the TLE Project, and  
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18 WHEREAS the estimated cost of construction and inspection activities to be  
19 completed by Tacoma Power under Work Order #6 is \$1,067,000 and by Tacoma  
20 Water under Work Order #7 is \$1,945,000 (totaling \$3,012,000), expended by the  
21 City of Tacoma’s in-kind contribution, and  
22

23 WHEREAS, the Public Utility Board finds that it is in the best interest of the  
24 utilities that City Services Agreement Work Orders #6 and #7 be approved; Now  
25 Therefore,

26 BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:



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That the proposed Sound Transit Tacoma Link Expansion ST2 – City Services Agreement Work Orders #6 and #7 are approved, in the amount of \$3,012,000, and the appropriate officers of the City are authorized to execute said agreements, substantially in the form on file with the Clerk of the Board and as approved by the City Attorney.

Approved as to form and legality:

*William W. DeWitt*  
Chief Deputy City Attorney

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

Adopted \_\_\_\_\_

**REQUEST FOR RESOLUTION**

INSTRUCTIONS: File request in the Office of the Director of Utilities as soon as possible but not later than nine working days prior to the Board meeting at which it is to be introduced. Completion instructions are contained in Administrative Policy POL-104.

1. Summary title for Utility Board agenda: (not to exceed twenty-five words)

Authorize execution of Sound Transit Tacoma Link Expansion ST2 – City Services Agreement Work Orders #6 and #7.

2. A resolution is requested to: (brief description of action to be taken, by whom, where, cost, etc.)

Tacoma Power and Tacoma Water recommend the Public Utility Board authorize execution of Sound Transit Tacoma Link Expansion ST2 – City Services Agreement Work Orders #6 and #7. The Work Orders establish the duties and responsibilities for construction and inspection activities to be completed by Tacoma Power and Tacoma Water respectively during the Tacoma Link Expansion (TLE) project.

Authorization will allow Tacoma Power and Tacoma Water to complete construction and inspection activities during the TLE project. The estimated cost of construction activities to be completed by Tacoma Power under Work Order #6 is \$1,067,000; the estimated cost of construction and inspection activities to be completed by Tacoma Water under Work Order #7 is \$1,945,000 (totaling \$3,012,000). The funds expended by both Tacoma Water and Tacoma Power per the associated work orders will be included as parts of the City of Tacoma's in-kind contribution to the Sound Transit project.

3. Summarized reason for resolution:

Under Resolution U-10916 the Public Utility Board authorized execution of the Sound Transit Tacoma Link Expansion ST2 – City Services Agreement. The City Services Agreement set forth the terms and conditions upon which Tacoma Power and Tacoma Water will provide services to Sound Transit to facilitate design and construction of the TLE project.

Work Order #6 and Work Order #7 set forth the duties and responsibilities for construction and inspection activities to be completed by Tacoma Power and Tacoma Water, respectively, during the TLE project.

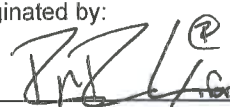


The estimated cost of construction and inspection activities to be completed by Tacoma Power under Work Order #6 is \$1,067,000; the estimated cost of construction and inspection activities to be completed by Tacoma Water under Work Order #7 is \$1,945,000 (totaling \$3,012,000).

4. Attachments:

- a. Memorandum – Agreement Authorization Request
- b. Sound Transit Tacoma Link Expansion ST2 – City Services Agreement Work Orders #6 and #7

5.  Funds available  Proposed action has no budgetary impact

6. Deviations requiring special waivers: None

Originated by:  TONY LINDGREN Section Head	Requested by:  Division Head	Approved:  Director of Utilities
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Date: October 13, 2017

To: William A. Gaines, Director of Utilities/CEO

From: Scott Dewhirst, Water Superintendent *SD*  
Chris Robinson, Power Superintendent *CR*

Subject: Sound Transit Tacoma Link Expansion ST2 – City Services Agreement  
Authorization to Execute Work Order Requests #6 and #7

Tacoma Power and Tacoma Water request authorization to execute Sound Transit Tacoma Link Expansion ST2 – City Services Agreement Work Order Requests #6 and #7. Tacoma Power's estimated cost is \$1,067,000, and Tacoma Water's estimated project cost is \$1,945,000 for a cumulative total of \$3,012,000, plus applicable taxes. The funds expended by both Tacoma Water and Tacoma Power per the associated work orders will be included as parts of the City of Tacoma's in-kind contribution to the Sound Transit project.

### **BACKGROUND**

Sound Transit proposes to construct a 2.4 mile expansion of the Tacoma Link, including the construction of 6 new stations. In order to complete the expansion of the Tacoma Link it is necessary to relocate Tacoma Power and Tacoma Water facilities.

Under Resolution U-10916 the Public Utility Board authorized execution of the Sound Transit Tacoma Link Expansion ST2 – City Services Agreement. The City Services Agreement set forth the terms and conditions upon which Tacoma Power and Tacoma Water will provide services to Sound Transit to facilitate design and construction of the Tacoma Link Expansion (TLE) project.

Work Order #6 and Work Order #7 set forth the duties and responsibilities for construction and inspection activities to be completed by Tacoma Power and Tacoma Water during the TLE project.

The estimated cost of construction activities to be completed by Tacoma Power under Work Order #6 is \$1,067,000; the estimated cost of construction and inspection activities to be completed by Tacoma Water under Work Order #7 is \$1,945,000 for a cumulative total of \$3,012,000, plus applicable taxes.

### **RECOMMENDATION**

We recommend authorizing the execution of Sound Transit Tacoma Link Expansion ST2 – City Services Agreement Work Order Requests #6 and #7.

October 13, 2017

**PROJECT ENGINEERS/COORDINATORS**

Ryan Flynn, Tacoma Water, Distribution Engineering, (253) 396-3111.

Joe Rempe, Tacoma Power, Transmission & Distribution, (253) 502-8290.

Please indicate your concurrence by signing below.



---

William A. Gaines  
Director of Utilities/CEO

RF:td

cc: Corey Newton, Environmental Services  
Ryan Flynn, Tacoma Water  
Joe Rempe, Tacoma Power

File: Sound Transit TLE



Sound Transit Tacoma Link Expansion (TLE) ST2 – City Services Agreement with the City of Tacoma  
Work Order Request #7 – Tacoma Public Utilities Water

Work Order #7: Tacoma Public Utilities WATER Department Construction Services Work Order

This Work Order is accepted by the City of Tacoma (“City”) by and through its Tacoma Public Utilities WATER Department (Tacoma Water) and Sound Transit (ST), who are parties to the City Services Agreement dated May 18, 2017 (the “Agreement”). This Work Order is subject to and incorporates the terms of the Agreement.

This Work Order includes in-field construction inspection and operation assistance, laboratory services, and material testing, customer service and other in-field disciplines and staff. Tacoma Water crews and related personnel shall perform the following tasks in support of the ST Tacoma Link Expansion (the “Project”) construction contract:

- excavation, trench shoring, backfill, traffic control, and temporary site restoration for water service lines and appurtenances
- inspection and operational services for water main

## **1. Services Required**

### **Task 1 Project Management Assistance.**

- i. Work closely with ST and City personnel on Project construction issues.
- ii. Assist in coordinating Tacoma Water resources in support of the Project.
- iii. Provide assistance, oversight, and verification of all project quality control functions, processes, reports, and tools associated with construction of water facilities.
- iv. Assist in startup, delivery, and ongoing operations associated with the water portion of the Project contract.
- v. Provide responses within 21 calendar days for submittals and material certificates, within 10 business days for RFIs, and as needed for betterment funding, and requests for cost estimates.
- vi. Respond to and address outstanding issues and action items for final resolution of water portion of work
- vii. Provide monthly cost reporting as required in Task #3, section 2, Estimate/Fee Value, below.

### **Task #2 Water Construction Inspection**

- i. Assist ST in issue identification, monitoring, control, and resolution.
- ii. Cooperate and assist ST and City personnel in the delivery, assessment, monitoring, and reporting of Project requirements and deliverables.

Sound Transit Tacoma Link Expansion (TLE) ST2 – City Services Agreement with the City of Tacoma  
Work Order Request #7 – Tacoma Public Utilities Water

- iii. Interact with ST inspection personnel and Permit Manager on an as-needed basis on permit-related issues and issues related to quality control, quality assurance, quality validation, City requirements, and project deliverables.
- iv. Keep a complete and accurate daily journal of project events including but not limited to: inspections, contractor variance from plan, potential issues, environmental, permit, and utility related events in a daily inspection report per Contract Specifications. A copy of all such records will be provided to ST.
- v. Facilitate resolution with Resident Engineer in the field, features of the construction plans and specifications that are in conflict with existing features, or that will not work as designed.
- vi. Perform and document all ST-requested inspections for Project work pertaining to water main construction.
- vii. Attend ST contractor field meetings when water main work is scheduled.
- viii. Office and engineering personnel will coordinate response with Resident Engineer to contractor Requests-for-Information (RFIs), review and approve submittals, and change order work pertaining to Tacoma Water water work.
- ix. Operate valves associated with water main shutdowns during connections.
- x. Provide final inspections and documented acceptance of water main facilities.
- xi. Review and provide approval of materials and quality testing submittals associated with water main construction.
- xii. Coordinate laboratory services for water quality testing and certifications.
- xiii. Provide customer notifications and coordination for service interruption. ST will notify Tacoma Water 3 working days in advance of the need for a planned water service interruption, to allow Tacoma Water to provide 48-hour notice to customers.

**Task 3: Construction of Water Services**

- i. Excavate trench, fill, backfill, construction staking, and traffic control for water main and appurtenances
  - ii. Tap main and reconnect service to existing lines
  - iii. Backfill and fill trenches to permanent subgrade standard with temporary overlay
  - iv. Conduct public notification
  - v. Coordinate with ST Resident Engineer and contractor
  - vi. This work covers the transfer of all existing water services (approximately 158 water services are required to be transferred)
  - vii. Construction will start within two weeks of the approval of the watermain section and will be completed at a rate of no less than 0.75 water services per day.
1. Cost Allocation: Costs for the relocation of Tacoma Water facilities will be allocated as an “in-kind” contribution against the City’s share of the Project costs. The City will not invoice Sound Transit for this work but will be providing documentation as stated below. There are no fees

Sound Transit Tacoma Link Expansion (TLE) ST2 – City Services Agreement with the City of Tacoma  
Work Order Request #7 – Tacoma Public Utilities Water

associated with this Work Order. However, ST will be responsible for paying for -requested new water connection services costs. For example, service connections to stations.

2. Estimate/Fee Value. Tacoma Water’s estimate for the direct costs for the scope of services set forth in this work order is \$1,945,000. Sound Transit has budgeted a 10% contingency of \$194,500. Use of ST Contingency is subject to approval in accordance with Sound Transits change order authority levels. Tacoma Water, through the City, will provide documentation to ST on a monthly basis for the actual cost of the services completed by Tacoma Water. Supporting data including but not limited to copies of original bills, invoices, expense accounts, payroll records/time sheets, and miscellaneous supporting data will be retained by Tacoma Water including, but not limited to work records, rates, material and equipment costs, as mutually agreed.
3. Review/Adjustment. Tacoma Water will review the completed scope of work when the direct costs of service under this Work Order equal approximately 50% of the Tacoma Water estimate. If Tacoma Water determines that the direct costs of service under this Work Order are anticipated to exceed the existing Tacoma Water estimate, the City will submit an updated cost estimate to Sound Transit for review and approval.
4. Change Management: If the Work Order needs to be amended, an amended Work Order request and its associated cost impact shall be submitted with the changes noted.

AGREED:

For City of Tacoma:

For Sound Transit:

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

AP:RF:GA:CB

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Tacoma Public Utilities

Title: WATER Superintendent

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

AP:RF:GA:CB

Approved as to form:

  
\_\_\_\_\_  
Deputy City Attorney

1 **TACOMA POWER Infrastructure Relocation**

2 This Work Order is accepted by the City of Tacoma (“City”) by and through Tacoma Power (TPWR) a  
3 division of Tacoma Public Utilities (TPU) a department of the City of Tacoma (City) , the City of Tacoma  
4 Public Works Department (COT) and Sound Transit (ST), who are parties to the City Services Agreement  
5 dated May 18, 2017. This Work Order is subject to and incorporates the terms of the Agreement.  
6 TPWR, TPU and COT may be referred to herein collectively as “the City.”  
7

8 This work order provides for TPWR to replace, modify, or construct TPWR overhead and underground  
9 power lines, poles, transformers and other necessary system improvements, to allow for the  
10 construction of the proposed ST facilities (“Work”). TPWR shall modify its electrical and communication  
11 systems to meet federal, state, and local requirements for clearances to the proposed Overhead  
12 Catenary System (OCS) and track slab for the proposed expansion of the Tacoma Link Expansion  
13 (Project).  
14

15 **Section 1. Services Required**

16 **Task #1 Project Management Assistance by TPWR.**

- 17 i) Support ST Construction Project  
18 (a) Work closely with ST and COT personnel on Project construction issues  
19 (b) Identify critical Project delivery issues and work to resolve them  
20 (c) Responsible for timely responses from TPWR:  
21 (1) Submittals: within 21 calendar days ,  
22 (2) RFIs within 10 business days and  
23 (3) for betterment funding, and cost estimate issues  
24 (d) Respond to and address outstanding issues and action items for final resolution  
25 (e) Provide monthly progress reporting  
26 ii) Coordinate TPWR participation in the Project  
27 (a) Assist in coordinating TPWR resources in support of the Project  
28 (b) Lead for estimation and evaluation of TPWR proposals or betterment agreements  
29 affecting the project budget and schedule  
30

31 **Task #2 TPWR Construction Work related to OCS.**

32 Tacoma Power shall replace and/or modify existing overhead power lines, poles, transformers  
33 and other necessary system improvements to support the proposed ST OCS and rail  
34 construction. Addition of new poles may be required to alter existing infrastructure so as not to  
35 conflict with OCS construction.

36 At the time of this work order is drafted, based in the ST 60% design, TPWR has identified the  
37 following areas of Work for the ST OCS.

- 38 • One 115kV Transmission Pole near Stadium Substation  
39 • Eight Overhead Crossings  
40 ○ Seven crossings are of 12.5 kV high ampacity conductors (aka: Feeders)

ST Tacoma Link Expansion (TLE) ST2 – City Services Agreement with the City of Tacoma  
Work Order Request #6 – TPU Power Division--Construction

- One crossing of 12.5kV low ampacity overhead system
- Two parallel 12.5 kV low ampacity overhead systems.
- Numerous 600 V overhead crossings and parallel systems

The following is a summary of work:

1. Provide Work designed by TPWR that includes the following based on the ST 60% Design:
  - a. Replace, modify, or relocate approximately 30 wood poles based on:
    - i. OCS Design
    - ii. ADA ramp requirements
    - iii. TPSS Site Selection
  - b. Install and splice 115kV, 12.5 kV, & 600 V conductors as required.
  - c. Adjustment of underground risers, of 12.5 kV & 600 V cables, associated with pole replacement and relocation
  - d. TPWR crew shall be responsible for the coordination of all associated power outages, shutdowns, and cutovers related to the Work.
  - e. Coordinate schedule for completion of TPWR Construction with contractor and overall construction schedule.
  - f. Tacoma Power shall have all Work complete by October 1, 2018. This includes the Private utility transfers and old pole removal. This will be written in the specification also in the special provisions.

**Task #3 Constructed Facilities for TPWR.**

At the time of this work order, and based upon ST 60% design, no significant underground infrastructure installation has been identified by TPWR. If significant underground infrastructure for TPWR is discovered, Task #3 provides for TPWR inspection of new TPWR underground facilities and other necessary system improvements to support the proposed TPWR mitigation for ST construction.

The Work will be performed as follows:

- 1) TPWR, its own contractors, and/or ST Contractor, will do the Work as necessary to accomplish the necessary distribution system modifications, conditioned upon:
  - a. Night and/or weekend work as may be required by TPWR.
  - b. Removal of poles by TPWR shall be contingent upon other utility facilities removal and joint-use agreements. City of Tacoma Public Works, as the franchise grantor, is responsible for notifying third party utilities to remove service lines located on TPWR poles. TPWR shall notify the City to notify third parties at such time as to facilitate efficient third party relocation. TPWR will also use the NJUMS to notify these same utilities when their power and communications attachments need to be removed.

**Task #4 – Construction Coordination**

- 1) The ST Contractor shall invite TPWR to attend coordination meetings as needed with the other Stakeholders. TPWR shall be expected to report on:
  - a. work completed,
  - b. work scheduled the following week and the next 20 business days, and

ST Tacoma Link Expansion (TLE) ST2 – City Services Agreement with the City of Tacoma  
Work Order Request #6 – TPU Power Division--Construction

- 1 c. any long-range work issues requiring TPWR coordination.  
2 2) TPWR may perform Mitigation Work prior to ST Contractor mobilization.  
3 2) The ST Contractor shall coordinate the work with TPWR in accordance with the  
4 following provisions:  
5 a. TPWR or its representative shall attend utility coordination meetings as needed with  
6 the ST Contractor conducted by the ST Resident Engineer to schedule and  
7 coordinate Work  
8 b. The ST Resident Engineer shall escalate any issues not resolved at the weekly  
9 coordination meeting to TPWR as provided in this Agreement.
- 10  
11 c. If TPWR Relocation Work occurs:  
12 i. after ST Contractor mobilization, the ST Contractor shall provide traffic control  
13 within their work zone. If TPWR Work extends beyond ST Contractor traffic  
14 control, TPWR will provide traffic control.  
15 ii. Prior to the ST Contractor mobilization, TPWR shall provide traffic control.  
16 iii. As part of TPWR's City permit package, the ST Contractor shall share traffic  
17 control plans relevant to TPWR's Relocation Work.  
18 d. TPWR shall work in a cooperative manner with the COT and ST to resolve conflicts of  
19 its facilities with existing and proposed utilities.  
20 e. TPWR Relocation Work that occurs during the ST Contractor's Work shall be  
21 coordinated with the ST Contractor, and may include standard, extended, and non-  
22 standard work hours as mutually agreed.  
23 f. For overhead/placement of poles, TPWR will stake its pole locations. For  
24 underground work of conduit and vault installation, if needed, the ST Contractor will  
25 provide the survey, marking, and staking.

26  
27 **Section 2. General Conditions**

28 1. Cost Allocation:

29 Costs shall be allocated as an "In-Kind" contribution against the City's share of the Project costs  
30 with exceptions noted noted below. The City shall not be invoicing ST for this work.

31 a. Exceptions to "In-Kind" contributions:

- 32 i. Electrical energy consumption. ST or its Contractor must establish accounts for  
33 metered and unmetered services as needed.  
34 ii. Temporary electrical service, such as for job trailers, fabrication facilities, and other  
35 construction related items. ST or its Contractor must apply and pay fees associated  
36 with temporary electrical service per the Tacoma Power Customer Service Policy and  
37 the Tacoma Municipal Code.

38 2. Cost Estimate/Fee Value.

39 There are no fees to be paid by ST associated with this Work Order for TPWR work specific to  
40 the mitigation of TPWR infrastructure in response to the Project as noted in Section 1. TPWR  
41 estimate for its "In-Kind" contribution for the Work set forth in Section 1 of this Work Order is \$  
42 889,000.00 (see Attachment A). Sound Transit has budgeted a 20% contingency of \$178,000.00.  
43 Use of ST Contingency is subject to approval in accordance with Sound Transits change order  
44 authority levels.

ST Tacoma Link Expansion (TLE) ST2 – City Services Agreement with the City of Tacoma  
Work Order Request #6 – TPU Power Division--Construction

1 Reporting. Tacoma Power will provide documentation to ST on a monthly basis (by 10<sup>th</sup> of the  
2 month) for the actual cost of the Services completed by the City, including but not limited to copies  
3 of original bills, invoices, expense accounts, payroll records, time sheets, and miscellaneous  
4 supporting data retained by Tacoma Power including, but not limited to work records, rates, and  
5 material and equipment costs, as mutually agreed.

6 3. Review/Adjustment.

7 TPWR shall review the completed Work when the direct costs of service under this Work Order  
8 equal approximately 50% of the TPWR estimate. If TPWR determines that the direct costs of  
9 service under this Work Order are anticipated to exceed the existing TPWR estimate, TPWR  
10 shall submit an updated cost estimate to COT for review, approval and notification to ST.

11 a. If approved, the revised cost estimate shall be adopted by the Parties' designated  
12 representatives as an amendment to this Work Order.

13 b. TPWR may, in its sole discretion and upon written notice through the COT, suspend  
14 work under this Work Order until such time as an adjustment to the estimate is  
15 approved.

16 4. Change Management: This Work Order request shall be tracked regarding the tasks as  
17 numbered above. In the event the Work Order request needs to be modified, an amendment  
18 to this Work Order request and its associated cost impact shall be submitted with the changes  
19 noted for the other party's approval.

- 20 a. Project changes may be initiated by ST, requested by COT, requested by the contractor.  
21 b. ST initiated changes shall be implemented as a proposed change order that may require  
22 TPWR concurrence, through the COT, if it involves local code or impacts TPWR facilities.  
23 c. TPWR proposed changes shall be submitted through the COT to ST for their  
24 consideration and reviewed to determine if any part of the proposed change is a  
25 Betterment.

26 i. If the change is determined to not be a betterment by COT and Sound Transit, the  
27 related work shall be included within the "In Kind" costs

28 ii. If the change is determined to be a betterment by COT and Sound Transit, then the  
29 work shall be funded by TPWR, and the change shall not be included within "In Kind"  
30 costs.

31 Sound Transit Contractor requested changes that affect TPWR, shall be agreed upon  
32 by ST, COT, and TPWR. Changes within Project scope will be considered "In Kind"  
33 Work.

34 5. Avoidable Delay: TPWR shall be responsible for "avoidable delay" costs incurred by ST in the  
35 event the TPWR fails to complete the new service work by October 1, 2018.

36 a. ST acknowledges that the primary responsibility of TPWR is to maintain and restore  
37 electrical service to existing customers. In the event TPWR resources are called away to  
38 restore service due to unplanned outage events and/or emergencies, delays caused by  
39 such events to the ST Project shall not be deemed an "avoidable delay" within this  
40 agreement.

41 b. ST acknowledges that scheduled completion of TPWR Work is dependent upon ST or  
42 ST's Contractor completing their identified preceding tasks. TPWR shall not be held  
43 responsible for delay beyond its reasonable control caused by ST, the ST Contractor, the  
44 COT, or other third parties that impact the Project.

ST Tacoma Link Expansion (TLE) ST2 – City Services Agreement with the City of Tacoma  
Work Order Request #6 – TPU Power Division--Construction

1 Nothing in this Work Order Request is intended to amend or supersede the provisions of the Tacoma  
2 Municipal Code as it pertains to Tacoma Power as a division of Tacoma Public Utilities or the  
3 Agreement.

4 AGREED:

5

For City of Tacoma:

For ST:

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: William Gaines

Printed Name: \_\_\_\_\_

Title: Tacoma Public Utilities Director

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: Chris Robinson

Title: Tacoma Power Superintendent

Date: \_\_\_\_\_

Approved as to Form

By:  \_\_\_\_\_

TPU Legal

Date: 10/12/17

6

7



ST Tacoma Link Expansion (TLE) ST2 – City Services Agreement with the City of Tacoma  
Work Order Request #6 – TPU Power Division--Construction

1 Attachment A

2

ST Tacoma Link Expansion (TLE) ST2 – City Services Agreement with the City of Tacoma  
Work Order Request #6 – TPU Power Division--Construction

994800  
60000  
1054800

Location	Poles	Exiting	Cost
N E St.	11360	3-PH DE w/ 3-PH Term	\$ 20,000.00
	11405	3-PH Tan w/ 3-PH Term	\$ 18,000.00
	11406	3-PH DDE Corner	\$ 25,000.00
	2 Spans	Restriring	\$ 20,000.00
	11360	UG 3-PH Cable	\$ 20,000.00
	11405	UG 3-PH Cable	\$ 20,000.00
		<b>Total</b>	<b>\$ 123,000.00</b>
N 1st St.	23679	3-PH Tan w/ 3-PH Bank / UGP	\$ 25,000.00
	18576	3-PH 4 way Corner DDE w/ All	\$ 30,000.00
	23680	3-PH DDE w/ xfmr	\$ 25,000.00
	622	3-Ph Tan REMOVE	\$ 18,000.00
	1482	3-PH 3 way Corner	\$ 25,000.00
	6921	Guy Pole	\$ 8,000.00
	18893	3-PH Tan w/ open delta	\$ 20,000.00
	33398	3-PH DE w/ 3-PH Bank	\$ 25,000.00
	19415	Guy Pole	\$ 8,000.00
	23679	SSB	\$ 5,000.00
	6 Spans	Restriring	\$ 80,000.00
		<b>Total</b>	<b>\$ 269,000.00</b>
Division / N 2nd St	1491	3-PH DDE w/ 3-PH Bank T-Guy	\$ 30,000.00
	25488	T-Pole DDE Corner D-3-PH DD	\$ 40,000.00
		<b>Total</b>	<b>\$ 70,000.00</b>
MLK / 6th Ave	20544	3-PH DDE w/ GO SW	\$ 26,000.00
	1261	3-PH TAN w/ xfmr	\$ 18,000.00
	13535	3-Ph Corner	\$ 25,000.00
	11763	3-Ph Corner	\$ 25,000.00
		<b>Total</b>	<b>\$ 94,000.00</b>
MLK / Earnest	17022	3-PH Tan	\$ 15,000.00
	17021	3-Ph Tan w/ 3-Ph Term	\$ 25,000.00
	13517	3-PH DDE w/ xfmr	\$ 25,000.00
	22653	3-PH Corner	\$ 30,000.00
	17021	UG 3-PH Cable	\$ 20,000.00
	<b>Total</b>	<b>\$ 115,000.00</b>	
MLK / 13th ST	342	3-PH DDE w/ GO SW	\$ 26,000.00
	1304	3-PH Tan	\$ 15,000.00
	13094	3-PH Corner	\$ 25,000.00
	3271	3-PH DE 3 way Corner	\$ 25,000.00
		<b>Total</b>	<b>\$ 91,000.00</b>
MLK / 16th ST	16724	3-PH DDE w/ GO SW	\$ 26,000.00
	27012	3-PH w/ xfmr	\$ 18,000.00
	22614	Glue Lam Make DDE	\$ 5,000.00
	27012	3-PH TAN w/ xfmr	\$ 18,000.00
		<b>Total</b>	<b>\$ 67,000.00</b>
Stadium Sub - TPSS #2	25487	Trans DE	\$ 60,000.00
		<b>Total</b>	<b>\$ 60,000.00</b>
	Total	\$ 889,000.00	
	20% Contingency	\$ 178,000.00	
	<b>Grand Total</b>	<b>\$ 1,067,000.00</b>	



## RESOLUTION NO. U-10964

1 A RESOLUTION authorizing execution of the first Amendment to the Tacoma Link  
2 Expansion Funding Agreement.

3 WHEREAS, under resolution U-10916, the Public Utility Board authorized  
4 execution of the Tacoma Link Expansion Funding Agreement ("Funding  
5 Agreement"), which sets forth the funding obligations of Sound Transit and the  
6 City of Tacoma related to expansion of the Tacoma Link Light Rail system from  
7 the Theater District Station to the Hilltop District ("TLE Project"), and  
8

9 WHEREAS the City of Tacoma anticipates it will use a combination of  
10 grant monies, general fund monies, and in-kind contributions related to  
11 construction and inspection costs associated with relocating Tacoma Public  
12 Utility and other City of Tacoma utilities that will be impacted by the TLE Project  
13 to meet its funding obligation under the Funding Agreement, and  
14

15 WHEREAS the Funding Agreement established an initial City base  
16 funding obligation of was \$43.3 million, to be adjusted by 4/9 of any subsequent  
17 increase or decrease in the TLE Project cost, and was based on an originally  
18 estimated LTE Project cost of \$175 million, and

19 WHEREAS the Funding Agreement provides that in the event the TLE  
20 Project Cost exceeds \$185 million, as determined at 60 percent design, the City  
21 and Sound Transit would meet and discuss decreasing the scope of, lowering the  
22 cost of, or increasing funding for, the TLE Project, and  
23

24 WHEREAS, the estimate of TLE Project costs made at 60 percent design  
25 has now determined total costs will exceed \$185 million and, consequently, the  
26 City and Sound Transit have agreed to decrease the scope and lower the cost of



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the TLE Project and to modify certain funding obligations related to the revised Project scope and total cost amount, and

WHEREAS the City and Sound Transit have agreed to modify their respective funding obligations as set forth in the first Amendment, which reflects an increase in Sound Transit's total funding obligation for the TLE Project and a corresponding adjustment of the City's share to an amount not to exceed \$47,744,444, and

WHEREAS, because the Public Utility Board was an approving body of the original Funding Agreement, the City Manager and the Department of Public Works Director recommend that the Public Utility Board also approve the first Amendment to the Funding Agreement memorializing the City's final funding obligation, and

WHEREAS the first Amendment does not impact the Department of Public Utilities' obligations or costs associated with providing services to the TLE Project. The duties and responsibilities for construction and inspection activities (including relocation of impacted utility infrastructure) to be completed by the Department of Public Utilities, Light Division (dba "Tacoma Power") and Water Division (dba "Tacoma Water") during the TLE Project are approved separately by the Public Utility Board through work orders pursuant to the Sound Transit Tacoma Link Expansion ST2 – City Services Agreement (also approved by the Public Utility Board pursuant to U-10916), which is unchanged by the proposed first Amendment, and



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WHEREAS the Public Utility Board finds that it is in the best interest of the utilities that the first Amendment to the Funding Agreement be approved; Now Therefore,

BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

That the proposed first Amendment to the Tacoma Link Expansion Funding Agreement is approved, and the appropriate officers of the City are authorized to execute said agreements, substantially in the form on file with the Clerk of the Board and as approved by the City Attorney.

Approved as to form and legality:

  
\_\_\_\_\_  
Chief Deputy City Attorney

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

Adopted \_\_\_\_\_

CITY OF TACOMA  
DEPARTMENT OF PUBLIC UTILITIES

Request for Board Meeting

of October 25, 2017

**REQUEST FOR RESOLUTION**

Date October 12, 2017

**INSTRUCTIONS:** File request in the Office of the Director of Utilities as soon as possible but not later than nine working days prior to the Board meeting at which it is to be introduced. Completion instructions are contained in Administrative Policy POL-104.

1. Summary title for Utility Board agenda: (not to exceed twenty-five words)

Approve execution of the First Amendment to Tacoma Link Expansion Funding Agreement ("Funding Agreement") relating to the Joint City and Sound Transit Tacoma Link Expansion project for light rail, which established the framework for the City's funding obligation for the Tacoma Link Extension project, altering the City's funding commitment so the City's contribution does not exceed \$47.8 million.

2. A resolution is requested to: (brief description of action to be taken, by whom, where, cost, etc.)

The City Manager and Public Works Director recommend that the Public Utility Board authorize the execution of the First Amendment to Tacoma Link Expansion Funding Agreement between the Sound Transit and City of Tacoma/Tacoma Public Utilities.

The existing Funding Agreement, which was adopted by the City Council on March 21, 2017, by Resolution No. 39682, and heard by the Tacoma Public Utility Board at Study Session and adopted by the Utility Board by Resolution No. U-10916, on March 22, 2017, memorialized the cooperative relationship between Sound Transit and the City and established a Policy Committee, Steering Committee and Technical Advisory Committee to implement project coordination. The previous estimated Tacoma Link Expansion (TLE) project cost was \$175 million, and the approved Funding Agreement committed the City to a base funding obligation of \$43.3 million (approximately 25 percent of TLE project costs). The base funding obligation would have increased or decreased by a factor of 4/9th when the 60 percent project cost estimate was completed (completed earlier this year) and at the close of the project when actual project costs are known. In the event that the 60 percent cost estimate or successful bid exceeds \$185 million, the City and Sound Transit will identify reductions in project scope to reduce the total overall budget to an amount under \$185 million. As part of the 60 percent estimate, Sound Transit and the City worked to reduce cost, but the project estimate still exceeded \$185 million. The Sound Transit Board baselined the project cost at \$217.3 million, which exceeded the Funding Agreement commitments. If the amendment is approved, the City's contribution formula would be altered not to exceed \$47.8 million

3. Summarized reason for resolution:

Projects funded under ST2 require a local contribution. The original TLE project was estimated to cost \$175 million and provide for a 2.4 mile expansion of the Tacoma Link within the City limits. As part of the 60 percent design estimate, the project cost exceeded \$175 million. Sound Transit and City staff worked jointly to reduce costs; however, the project cost still remained above \$185 million. The proposed amendment alters the formula for the City's contribution so that it does not exceed \$47.8 million.

The fiscal impact will begin in the 2019-2020 biennial budget and is estimated to be approximately \$47.8 million. Based upon the estimated value of available grants, in-kind contributions, and utility work to be paid with utility funds, the total General Fund obligation over the 2019-2020 and 2021-2022 biennial budgets is estimated to be in the range of \$1.1 to \$5.5 million. The overall funding obligation and the portion paid from the General Fund could increase or decrease depending upon the actual costs of the utility work and the actual project costs.

The Utility Board could decline to approve the first amendment to the Funding Agreement or negotiate different terms and conditions. This may result in Sound Transit withdrawing its support for the TLE project or delaying the project until additional funding is available and may still have the same financial impact, or would likely delay the TLE project and result in a loss of grant funding.

4. Attachments: To be included before the Board Meeting

1. First Amendment to Tacoma Link Expansion Funding Agreement
2. Funding Agreement

5.  Funds available

6. Deviations requiring special waivers: None

Originated by:



Kurtis D. Kingsolver, P.E.,  
Public Works Director/City Engineer

Requested by:



Division Head

Approved:



Director of Utilities

## First Amendment

to

### Tacoma Link Expansion Funding Agreement

This First Amendment to the Tacoma Link Expansion Funding Agreement effective May 18, 2017, is between the City of Tacoma (“City”) and the Central Puget Sound Regional Transit Authority (“Sound Transit”) and is dated \_\_\_\_\_ 2017. The purpose of this Amendment is to reflect the agreed upon changes to the calculation of the City’s funding obligations under the Tacoma Link Expansion Funding Agreement (“Agreement”).

Recitals:

- A. At baselining of the TLE Project, Sound Transit established a project budget of \$217,346,000.
- B. As a result of the estimated TLE Project Cost at 60 percent design and in accordance with section 2.6 of the Agreement, the Parties discussed decreasing the scope or lowering the cost of the TLE Project, and increasing funding for the TLE Project.
- C. The Parties have decreased the scope and lowered the estimated cost of the TLE Project, however, the estimated cost remains above \$185 million.
- D. Sound Transit has agreed to increase Sound Transit’s funding for the TLE Project and the Parties have agreed to amend this Agreement accordingly.

The Parties therefore agree as follows:

- 1. Section 2 of the Agreement is amended by the addition of new subsection 2.13 reading as follows:
  - 2.13 The City will try, in good faith and acting in the best interest of the public and in compliance with applicable laws and regulations, to work with Sound Transit to provide, flexible construction windows, optimized traffic control during center platform construction, and parking enforcement in construction zones.
- 2. Section 2.4 of the Agreement is amended to read as follows:
  - 2.4 City Contribution.

If the TLE Project Costs (as determined during Reconciliation in section 3.6) are equal to or greater than \$185 million, then the City’s share of the TLE Project Cost shall be \$47,744,444. If the TLE Project Costs (as determined during



Reconciliation in section 3.6) are less than \$185 million, then the City's share of the TLE Project Costs will be adjusted as follows (the "City's Adjusted Share"):

$$\$47,744,444 - [(\$185M - \text{TLE Project Costs})(4/9)]$$

3. Section 2.5 of the Agreement is amended to read as follows:

2.5 Cost Estimate. A second cost estimate will be performed by Sound Transit at 60 percent design in accordance with Section 3.2, 3.3, and 3.4. This cost estimate will be used to determine if the TLE Project scope will need to be adjusted under section 2.6 below.

4. Section 3.2 of the Agreement is amended to read as follows:

3.2 Calculation of City's Estimated Monetary Share and Installment Payments. The formula for calculating each annual installment payment of the City's Estimated Monetary Share is as follows:

$$\$47,744,444 - \text{estimated City grant funds} - \text{estimated City in kind contribution} / 4$$

5. Section 3.3 of the Agreement is amended to read as follows:

3.3 Sixty Percent Design Estimate. At 60 percent design, Sound Transit will baseline the project for its internal budgetary purposes. This process will result in a determination of the estimated TLE Project Cost at 60 percent design. The estimate of TLE Project Costs at 60 percent design will include the estimated monetary value of the City's in-kind contributions affirmed under Section 3.5.

6. Section 3.4 of the Agreement is amended to read as follows:

3.4 Review of 60 percent Cost Estimate. Sound Transit will provide the City with a reasonable opportunity to review and comment on the draft 60 percent design cost estimate before it is finalized by Sound Transit. Sound Transit's cost estimators will seek and promptly consider and respond to input from the City's Designated Representative, Tacoma Public Utilities and Environmental Services during the development of the 60 percent design cost estimate and will make a good faith effort to reconcile written comments received from the City. Toward that end, Sound Transit staff and consultants will work cooperatively with the City to develop the final 60 percent cost estimate and will make its cost estimators, calculations and basis for the estimate, reasonably available to the City to facilitate the City's review, the sharing of information and the reconciliation of City comments. If changes suggested by the City in a written comment are not included in the final 60 percent design cost estimate, Sound Transit's cost estimator will provide the City's Designated Representative with a summary explaining why a change was not included. If the Project Scope is

decreased Sound Transit will perform another cost estimate in accordance with Section 3.3.

7. Section 3.6 of the Agreement is amended to read as follows:

3.6 Reconciliation. After final acceptance ("Final Acceptance") of the completed TLE Project, as that term is defined under Sound Transit's construction contract, Sound Transit will reconcile the TLE Project Costs, including the Actual Cost of the City's in-kind contributions, and the City's grant contributions, and payment of annual installments to determine whether the City is entitled to a refund. If Final Acceptance occurs before the City's fourth installment payment under Section 3.1 is due, then the City's fourth installment payment will be the amount due determined from the calculation and reconciliation of TLE Project Costs. Following reconciliation, refunds by Sound Transit will be paid to the City within the later of 60 days following reconciliation or the due date for the final annual installment. The reconciliation will be subject to the same review process as set forth at Section 3.4 for review of the 60% cost estimate.

8. Exhibit A to the Agreement is amended and attached.

9. Except as specified in this Amendment, the remaining terms of the Agreement shall remain in full force and effect.

The Parties have executed this First Amendment to the Tacoma Link Expansion Funding Agreement as of the day and year first above written; provided that, in the event no date is stated above, the Agreement shall be effective upon the date of the last signature below.

**SOUND TRANSIT**

**CITY OF TACOMA**

\_\_\_\_\_  
Peter Rogoff  
Chief Executive Officer

\_\_\_\_\_  
Elizabeth Pauli, City Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Kurtis D. Kingsolver, P.E.,  
Director Public Works

Bill Gaines, Director of Utilities/CEO

Date: \_\_\_\_\_

\_\_\_\_\_  
Andy Cherullo, Finance Director

Attest:

\_\_\_\_\_  
Doris Sorum, City Clerk

Approved as to form:

Approved as to form:

\_\_\_\_\_  
Sound Transit Legal Counsel

\_\_\_\_\_  
Deputy City Attorney

Amended Exhibits:

A     Project Description

## First Amended EXHIBIT A

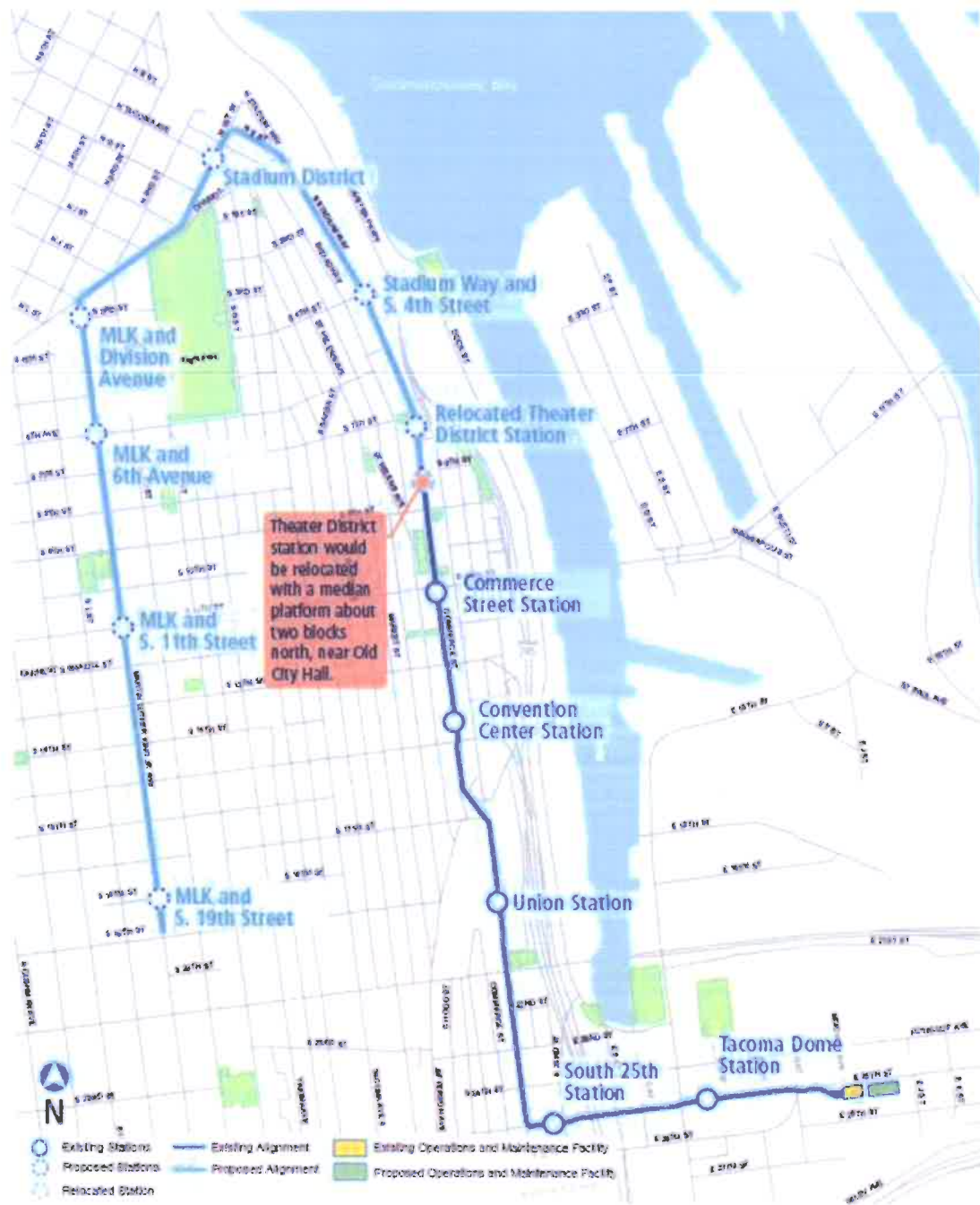
### *(Project Description)*

#### **Tacoma Link Expansion**

##### **Project Description**

The Tacoma Link Expansion project is the proposed expansion of the existing Tacoma Link system that includes constructing and operating an additional 2.4 mile rail segment with 6 new stations and one relocated station, along with an expanded maintenance facility. The expanded segment would connect to the existing Tacoma Link system at Theater District Station. On November 19, 2015, the Sound Transit Board of Directors selected the project to be built for the Tacoma Link Expansion. A map of the project is shown in Figure 1. The project is a partnership between Sound Transit, the City of Tacoma, and the Federal Transit Administration. The purpose of the project is to improve mobility and access to the regional transit system for Tacoma residents, employees, and visitors by connecting the existing Tacoma Link system with additional major activity centers and destinations within the city.

Figure 1 – Tacoma Link Expansion Alignment



## Route and Station Locations

The expansion alignment is approximately 2.4 miles long. The alignment will extend north from the 9th Street/Theater District Station via Stadium Way; continue west via North First Street and Division Avenue, and continue south on MLK, Jr. Way to South 19th Street. The Theater District Station will be relocated north of South 7<sup>th</sup> Street on Commerce Street. The six new stations on the expansion segment are located near the following intersections:

- Stadium Way / S 4<sup>th</sup> St
- N 1<sup>st</sup> St / N G St
- MLK, Jr. Way / S 3<sup>rd</sup> St
- MLK, Jr. Way / 6<sup>th</sup> Ave
- MLK, Jr. Way / S 11<sup>th</sup> St
- MLK, Jr. Way / S 18<sup>th</sup> St

The new terminus station for Tacoma Link will be north of the MLK, Jr. Way/S 18<sup>th</sup> Street intersection. The project will include a tail track at S 19<sup>th</sup> Street to accommodate approximately 10-minute headways. The project will directly connect to the existing Tacoma Link system, using Tacoma Link vehicle technology. An expansion of the Tacoma Link Operations & Maintenance Facility to the east of the existing facility will also be part of the project.

## Track Alignment/Roadway Configuration/Traffic Signals and Signage

Except for traction power substations and the expansion of the Operations & Maintenance Facility, no permanent construction is anticipated to occur outside of City of Tacoma street right-of-way. Tracks will be placed in the travel lanes on each side of the road. The tracks will be constructed with a concrete slab with two rails embedded in the concrete. The project will generally only mill and overlay the roadway surface from the track slab to the curb, as well as re-stripe the roadway, and construct new curb ramps where required to comply with federal ADA standards. Sub-roadway structure will not be the responsibility of the project between the track slab and the curb (except where required for utility relocation). The mill and overlay will meet City of Tacoma design standards as well as the Restoration Policy.

At signalized intersections, the Tacoma Link vehicle will operate like other vehicles in the roadway, following normal traffic patterns and remaining part of the traffic flow. Train-specific signal heads will be installed at signalized intersections to provide continuity of operation throughout the Tacoma Link system, and in general these signals will mirror the traffic signal indication. Some intersections will require special phasing or signaling for the Tacoma Link vehicle to traverse the intersection safely. These intersections and their treatment are described as follows:

- Stadium Way at S 4<sup>th</sup> St – potential modification to signal phasing to prevent queues behind outbound Tacoma Link vehicles stopping at the station

- Division Ave at MLK, Jr. Way – a protected left turn phase will be required for Tacoma Link vehicles to turn from westbound Division Avenue to southbound MLK, Jr. Way
- MLK, Jr. Way at S 18<sup>th</sup> St – new signal to control Tacoma Link vehicle movement into and out of tail track, and departing the station on the Inbound track

During the environmental analysis phase, existing and future traffic volumes and intersection delay were analyzed along the route, and they will be re-analyzed during the final design phase. If traffic conditions are impacted by Tacoma Link operations, or if Tacoma Link is delayed by traffic, mitigation measures such as transit signal priority (TSP) may be introduced at specific intersections. Efforts will be made to maintain both programmed traffic signal progression (to avoid negative impacts to programmed traffic) and Tacoma Link headways. TSP and other signal revisions are part of the project's capital cost and constructed with the project.

The re-striping will be designed to allow for safe passage and clearance of the Tacoma Link vehicle travel lanes adjacent to other parking, bicycle, and vehicle lanes. New traffic warning and regulatory signs will be placed along the route where necessary to provide safety and information to drivers, bicyclists, and pedestrians.

The project's design philosophy is to blend into the normal traffic stream as practicably and safely as possible. Existing turn lanes, parking lanes, loading zones, bus stops, bicycle lanes, and sidewalks will mostly remain, as they exist today, with exceptions at stations and other areas where revisions are necessary to provide safe crossings and movements. Efficient multimodal access to station areas has been considered in the location of the station platforms. During construction, the design will include provisions for ADA-compliant accessible routes for pedestrians and access to businesses, residences, and community facilities along the route.

### **Station platforms**

Stations will be designed as center platforms, which occupy the middle of the roadway and serve both directions of travel from a single location.

Most platforms will have a boarding area approximately equal to the length of one Tacoma Link vehicle, i.e., approximately 60 feet long. Ramps and curbs would transition the boarding area back to the pavement elevation, and curbed islands will protect the pedestrian areas from vehicular traffic; therefore, each station will occupy a footprint of approximately 105 to 125 feet long. Center platforms will be 12 feet wide. Each platform will be ADA-accessible from the crosswalk, and would have near-level boarding with the Tacoma Link vehicle's low-floor section and deployable bridge plate. Seating, signage, lighting (unless provided by streetlights), a canopy shelter, fare collection equipment, and space for public art would be constructed at each platform.

A center platform will replace existing left-turn lanes at some intersections, restricting turning movements. To accommodate the center platforms, northbound to westbound left turns will be

prohibited on MLK, Jr. Way at 6<sup>th</sup> Avenue and S 11<sup>th</sup> Street, and N G Street at N 1<sup>st</sup> Street will become right-in/right-out only.

Driveways and sidewalks will be reconstructed in areas where it is necessary to accommodate Tacoma Link tracks and/or station platform ramps and curbs.

### **Utilities/Traction Power Substations (TPSS)**

Sound Transit is evaluating utilities that are within a restricted zone under the new tracks. As TLE is an in-street facility, rather than running in an exclusive right-of-way, utilities cannot be relocated completely away from the tracks as they would for light rail. During the final design phase, existing utilities are being individually assessed to determine any conflicts with the proposed track design. Wherever conflicts exist between parallel utilities, or crossing utilities, with the proposed track design, a proposed utility relocation plan is being developed to either protect utilities in place, or relocate affected utilities away from the restricted zone.

Existing utilities within the corridor will be assessed to determine if any stray current protection measures are needed.

The TLE mainline segment will be serviced by four new traction power substations. These substations will provide 750V DC power to the Tacoma Link vehicles through an overhead contact system (OCS), using a single overhead contact wire supported by poles and span wires.

The locations of the substations follow. A load flow performed in final design verified that these locations provide full coverage of the expanded system in the event one substation goes offline.

- Right-of-way on S 2<sup>nd</sup> Street adjacent to Stadium Way
- Right-of-way on N 2<sup>nd</sup> Street at N I Street
- Right-of-way on S 8<sup>th</sup> Street west of MLK, Jr. Way
- City property adjacent to police station west of MLK, Jr. Way, alongside the alley between S 15<sup>th</sup> and S 16<sup>th</sup> Streets

The locations of the OCS poles will be developed during the final design phase. Pole design will consider existing streetlight locations and, when possible and cost-effective, replace the existing streetlight poles with a joint-use OCS pole, thereby reducing the total number of poles installed along a street. Sound Transit will attempt to site the poles and TPSS facilities to minimize impacts to views and visual quality.

### **Operations**

The project would add five new Tacoma Link vehicles to the Tacoma Link system. The project's new alignment, stations, and vehicles would be backwards compatible with the existing system, so that both old and new vehicles can traverse the entire system from end to end. The new vehicles would have similar characteristics to the existing fleet, including:



- Similar length and width
- Ability for bi-directional operation
- Low-floor / near-level boarding
- Double articulation
- ADA accessibility with bridge plates



## RESOLUTION NO. U-10965

1  
2 A RESOLUTION relating to Tacoma Power; amending Chapter 12.13 of the  
3 Tacoma Municipal Code, to adjust rates for Click! Cable TV services.

4 WHEREAS the City of Tacoma, Department of Public Utilities, Power  
5 Division, Telecommunications Section (d.b.a. Click! Network ("Click!")), requests  
6 authorization to amend Tacoma Municipal Code ("TMC") Chapter 12.13 to  
7 adjust rates for Cable TV services, and

8 WHEREAS Cable TV services are updated periodically as costs to  
9 provide service increase and market pricing analyses are updated. Licensing  
10 fees for video programming for Click! customers continue to rise on a per  
11 customer basis, and

12 WHEREAS the first of two Cable TV rate adjustments, as planned in the  
13 2017/2018 budget, occurred in March 1, 2017, and

14 WHEREAS Click! now seeks approval for its second budgeted Cable TV  
15 rate (11.3%) adjustment effective January 1, 2018 (see Exhibit "A"), and

16 WHEREAS the proposed rate adjustments are just, fair and reasonable and  
17 are necessary to meet the budgeted revenue requirements as set forth in the  
18 2017/2018 budget; Now, Therefore,

19 BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

20 That the proposed rate adjustments for Click! Cable TV services are  
21 approved and the City Council is requested to approve an ordinance amending  
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Chapter 12.13, to authorize said rate adjustments effective January 1, 2018, substantially in the form of Exhibit "A", as on file with the Clerk of the Board.

Approved as to form and legality:

\_\_\_\_\_

Chair

  
\_\_\_\_\_

Chief Deputy City Attorney

\_\_\_\_\_

Secretary

Adopted \_\_\_\_\_

\_\_\_\_\_

Clerk

**EXHIBIT A (EFFECTIVE JANUARY 1, 2018)**

**Chapter 12.13**

**CLICK! NETWORK CABLE TV PRODUCTS**

Sections:

- 12.13.010 Click! Network Cable TV products – inside the City of Tacoma.
- 12.13.015 Click! Network Cable TV products and services – outside the City of Tacoma.
- 12.13.020 Click! Network Cable TV additional sports channels for businesses.
- 12.13.030 Broadband services and internet service providers.
- 12.13.040 Applicable taxes and franchise fees.

**12.13.010 Click! Network Cable TV products – inside the City of Tacoma.**

<b>Click! Cable TV Products</b>	<b>Recurring Monthly Price</b>
Broadcast--Includes broadcast, local, and PEG channels	\$20.99
Standard--Includes a large variety of satellite, broadcast, local channels, and PEG	\$66.99

<b>Click! Special Products</b>	<b>Recurring Monthly Price</b>
Premium Channels (e.g., HBO, Showtime, Cinemax, Starz, commercial digital music, and others)	\$2.00 – \$29.95
Pay-per-View VOD Movies, Events, and Specials (e.g., NBA and NHL package subscriptions)	\$.99 – \$300.00
Set-top Receivers, Adjunct Equipment	\$0.00 – \$19.99
Low-income/Disabled and Senior Discount (Must meet Tacoma Power customer requirements for eligibility)	20% discount on Broadcast or Standard service
Cable TV Guide (Paper Magazine; subject to annual 5% adjustment for mailing costs)	\$4.99

<b>Bulk Rates for Apartment Complexes</b>	<b>Recurring Monthly Price</b>	
1 – 25 Units (full retail rate)	Broadcast	\$20.99
	Standard	\$66.99
26 – 150 Units (5% discount on broadcast; 10% discount on standard)	Broadcast	\$19.94
	Standard	\$60.29
151 – 300 Units (5% discount on broadcast; 15% discount on standard)	Broadcast	\$19.94
	Standard	\$56.94
300 Units and Above (5% discount on broadcast; 20% discount on standard)	Broadcast	\$19.94
	Standard	\$53.59

**EXHIBIT A (EFFECTIVE JANUARY 1, 2018)**

**Tacoma Municipal Code**

<b>Other Fees</b>	<b>Non- recurring Price</b>
Hourly Service Charge	\$45.00
Connect – Install new wiring	\$55.00
Connect – Using existing wiring	\$45.00
Install Additional Outlet	\$25.00
Unreturned Remote Control	\$10.00
Nonstandard Installation	Hourly service charge plus materials
Unreturned Rented Equipment	\$50.00 – 600.00
Miscellaneous Adjunct Equipment	\$ 5.00 – 150.00
Late Payment Charges	\$ 6.99
Credit Card Misuse Fee	\$20.00
Miscellaneous Customer Premise Visit (VCR connection, late payment pick-up fee, install A/B switch, and nonpayment reconnection fee)	Hourly service charge
Returned Item Fee (NSF check)	\$20.00
Nonpayment Reactivation Fee (Equipment Reauthorization)	\$1.99

(Ord. 28408 Ex A; passed Jan. 24, 2017; Ord. 28223 Ex A; passed May 20, 2014; Ord. 28153 Ex A; passed June 11, 2013; Ord. 28098 Ex. A; passed Nov. 13, 2012; Ord. 28049 Ex. A; passed Feb. 14, 2012; Ord. 27843 Ex. A,B; passed Nov. 3, 2009; Ord. 27717 Ex. A; passed Jun. 17, 2008; Ord. 27331 § 1; passed Mar. 22, 2005; Ord. 27059 § 1; passed Mar. 18, 2003; Ord. 27007 § 2; passed Nov. 19, 2002)

**12.13.015 Click! Network Cable TV products and services – outside the City of Tacoma.**

<b>Click! Cable TV Products</b>	<b>Recurring Monthly Price</b>
Broadcast--Includes broadcast, local, and PEG channels	\$22.79
Standard--Includes a large variety of satellite, broadcast, local channels, and PEG	\$69.98

<b>Click! Special Products</b>	<b>Recurring Monthly Price</b>
Premium Channels (e.g., HBO, Showtime, Cinemax, Starz, commercial digital music, and others)	\$2.00 - 29.95
Pay-per-View VOD Movies, Events, and Specials (e.g., NBA and NHL package subscriptions)	\$.99 - 300.00
Set-top Receivers, Adjunct Equipment	\$0.00 - 19.99
Low-income/Disabled and Senior Discount (Must meet Tacoma Power customer requirements for eligibility)	20% discount on Broadcast or Standard service
Cable TV Guide (Paper Magazine; subject to annual 5% adjustment for mailing costs)	\$4.99

<b>Bulk Rates for Apartment Complexes</b>	<b>Recurring Monthly Price</b>	
1 – 25 Units (full retail rate)	Broadcast	\$22.79
	Standard	\$69.98
26 - 150 Units (5% discount on broadcast; 10% discount on standard)	Broadcast	\$21.65
	Standard	\$62.98
151 - 300 Units (5% discount on broadcast; 15% discount on standard)	Broadcast	\$21.65
	Standard	\$59.48
300 Units and Above (5% discount on broadcast; 20% discount on standard)	Broadcast	\$21.65
	Standard	\$55.98

**EXHIBIT A (EFFECTIVE JANUARY 1, 2018)**

**Tacoma Municipal Code**

<b>Other Fees</b>	<b>Nonrecurring Monthly Price</b>
Hourly Service Charge	\$45.00
Connect--Install new wiring	\$55.00
Connect--Using existing wiring	\$45.00
Install Additional Outlet	\$25.00
Unreturned Remote Control	\$10.00
Nonstandard Installation	Hourly service charge plus materials
Unreturned Rented Equipment	\$50.00 - 600.00
Miscellaneous Adjunct Equipment	\$ 5.00 - 50.00
Late Payment Charges	\$ 6.99
Credit Card Misuse Fee	\$20.00
Miscellaneous Customer Premise Visit (VCR connection, late payment pick-up fee, install A/B switch, and nonpayment reconnection fee)	Hourly service charge
Returned Item Fee (NSF check)	\$20.00
Nonpayment Reactivation Fee (Equipment Reauthorization)	\$1.99

(Ord. 28408 Ex A passed Jan. 24, 2017; Ord. 28223 Ex A; passed May 20, 2014; Ord. 28153 Ex A; passed June 11, 2013; Ord. 28098 Ex. A; passed Nov. 13, 2012; Ord. 28049 Ex. A; passed Feb. 14, 2012; Ord. 27843 Ex. A,B; passed Nov. 3, 2009; Ord. 27717 Ex. A; passed Jun. 17, 2008; Ord. 27331 § 2; passed Mar. 22, 2005; Ord. 27059 § 2; passed Mar. 18, 2003)

**12.13.020 Click! Network Cable TV additional sports channels for businesses.**

<b>ROOT Sports Pricing Scale (for businesses)</b>	
<b>Estimated Viewing Area</b>	<b>Price</b>
0 – 50 Patrons	\$ 46.88
51 – 100 Patrons	\$ 62.50
101 – 150 Patrons	\$ 93.75
151 – 200 Patrons	\$125.00
200 - Patrons	\$156.00
Non-Hospitality Business	\$ 12.00
<b>Big Ten Sports Channel (for businesses)</b>	
Commercial Big Ten	\$ 8.50

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(Ord. 28049 Ex. A; passed Feb. 14, 2012; Ord. 27331 § 3; passed Mar. 22, 2005; Ord. 27007 § 2; passed Nov. 19, 2002)

**12.13.030 Broadband services and internet service providers.**

<b>Products</b>	<b>Monthly Rate Range</b>	<b>Monthly Variable Rate <sup>1</sup></b>	<b>Monthly HUB Fee <sup>2</sup></b>	<b>Engineering NRC<sup>3</sup></b>	<b>HUB NRC <sup>4</sup></b>	<b>Labor &amp; Materials <sup>5</sup></b>
Click! ISP Advantage	\$5 – \$150	TBD	TBD	N/A	N/A	TBD
Click! Net 1	\$25 – \$1,200	TBD	TBD	TBD	TBD	TBD
Click! Net 3	\$125 – \$4,500	TBD	TBD	TBD	TBD	TBD
Click! Net OC3	\$2,170 – \$4,500	TBD	TBD	TBD	TBD	TBD
Click! Net OC12	\$3,100 – \$12,000	TBD	TBD	TBD	TBD	TBD
Click! Net OC48	\$10,000 – \$30,000	TBD	TBD	TBD	TBD	TBD
Click! Net 1 Includes an Internet DS1 Product - Click! Net 3 Includes an Internet DS3 Product – Click! Net OC3 Includes a 100 Base-T						
<sup>1</sup> Actual pass-through carrier fees with a 10% administration fee.						
<sup>2</sup> Actual monthly Hub cost for maintaining connection.						
<sup>3</sup> Actual costs to engineer the job.						

EXHIBIT A (EFFECTIVE JANUARY 1, 2018)

Tacoma Municipal Code

<sup>4</sup> Actual cost to terminate the circuit(s) in the Hub.
<sup>5</sup> Actual costs for current labor rates and materials. A 10% handling fee will apply to the materials.

(Ord. 27007 § 2; passed Nov. 19, 2002)

**12.13.040 Applicable taxes and franchise fees.**

The cable television prices and charges set forth in this chapter shall be subject to all applicable taxes and franchise fees.

(Ord. 27007 § 2; passed Nov. 19, 2002)

EXHIBIT A (EFFECTIVE ~~MARCH 1, 2017~~ JANUARY 1, 2018)

**Chapter 12.13**

**CLICK! NETWORK CABLE TV PRODUCTS**

Sections:

- 12.13.010 Click! Network Cable TV products – inside the City of Tacoma.
- 12.13.015 Click! Network Cable TV products and services – outside the City of Tacoma.
- 12.13.020 Click! Network Cable TV additional sports channels for businesses.
- 12.13.030 Broadband services and internet service providers.
- 12.13.040 Applicable taxes and franchise fees.

**12.13.010 Click! Network Cable TV products – inside the City of Tacoma.**

Click! Cable TV Products	Recurring Monthly Price
Broadcast--Includes broadcast, local, and PEG channels	<del>\$19.69</del> <u>\$20.99</u>
Standard--Includes a large variety of satellite, broadcast, local channels, and PEG	<del>\$59.99</del> <u>\$66.99</u>

Click! Special Products	Recurring Monthly Price
Premium Channels (e.g., HBO, Showtime, Cinemax, Starz, commercial digital music, and others)	\$2.00 – \$29.95
Pay-per-View VOD Movies, Events, and Specials (e.g., NBA and NHL package subscriptions)	\$ .99 – \$300.00
Set-top Receivers, Adjunct Equipment	\$0.00 – \$19.99
Low-income/Disabled and Senior Discount (Must meet Tacoma Power customer requirements for eligibility)	20% discount on Broadcast or Standard service
Cable TV Guide (Paper Magazine; subject to annual 5% adjustment for mailing costs)	\$4.99

Bulk Rates for Apartment Complexes	Recurring Monthly Price	
1 – 25 Units (full retail rate)	Broadcast	<del>\$19.69</del> <u>\$20.99</u>
	Standard	<del>\$59.99</del> <u>\$66.99</u>
26 – 150 Units (5% discount on broadcast; 10% discount on standard)	Broadcast	<del>\$18.71</del> <u>\$19.94</u>
	Standard	<del>\$53.99</del> <u>\$60.29</u>
151 – 300 Units (5% discount on broadcast; 15% discount on standard)	Broadcast	<del>\$18.71</del> <u>\$19.94</u>
	Standard	<del>\$50.99</del> <u>\$56.94</u>
300 Units and Above (5% discount on broadcast; 20% discount on standard)	Broadcast	<del>\$18.71</del> <u>\$19.94</u>
	Standard	<del>\$47.99</del> <u>\$53.59</u>



**EXHIBIT A (EFFECTIVE ~~MARCH 1, 2017~~ JANUARY 1, 2018)**

**Tacoma Municipal Code**

<b>Other Fees</b>	<b>Non- recurring Price</b>
Hourly Service Charge	<del>\$40.00</del> <u>\$45.00</u>
Connect – Install new wiring	<del>\$50.00</del> <u>\$55.00</u>
Connect – Using existing wiring	<del>\$40.00</del> <u>\$45.00</u>
Install Additional Outlet	<del>\$20.00</del> <u>\$25.00</u>
Unreturned Remote Control	\$10.00
Nonstandard Installation	Hourly service charge plus materials
Unreturned Rented Equipment	\$50.00 – 600.00
Miscellaneous Adjunct Equipment	\$ 5.00 – 150.00
Late Payment Charges	\$ 6.99
Credit Card Misuse Fee	\$20.00
Miscellaneous Customer Premise Visit (VCR connection, late payment pick-up fee, install A/B switch, and nonpayment reconnection fee)	Hourly service charge
Returned Item Fee (NSF check)	\$20.00
Nonpayment Reactivation Fee (Equipment Reauthorization)	\$1.99

(Ord. 28408 Ex A; passed Jan. 24, 2017; Ord. 28223 Ex A; passed May 20, 2014; Ord. 28153 Ex A; passed June 11, 2013; Ord. 28098 Ex. A; passed Nov. 13, 2012; Ord. 28049 Ex. A; passed Feb. 14, 2012; Ord. 27843 Ex. A,B; passed Nov. 3, 2009; Ord. 27717 Ex. A; passed Jun. 17, 2008; Ord. 27331 § 1; passed Mar. 22, 2005; Ord. 27059 § 1; passed Mar. 18, 2003; Ord. 27007 § 2; passed Nov. 19, 2002)

**12.13.015 Click! Network Cable TV products and services – outside the City of Tacoma.**

<b>Click! Cable TV Products</b>	<b>Recurring Monthly Price</b>
Broadcast—Includes broadcast, local, and PEG channels	<del>\$21.29</del> <u>\$22.79</u>
Standard--Includes a large variety of satellite, broadcast, local channels, and PEG	<del>\$62.39</del> <u>\$69.98</u>

<b>Click! Special Products</b>	<b>Recurring Monthly Price</b>
Premium Channels (e.g., HBO, Showtime, Cinemax, Starz, commercial digital music, and others)	\$2.00 - 29.95
Pay-per-View VOD Movies, Events, and Specials (e.g., NBA and NHL package subscriptions)	\$.99 - 300.00
Set-top Receivers, Adjunct Equipment	\$0.00 - 19.99
Low-income/Disabled and Senior Discount (Must meet Tacoma Power customer requirements for eligibility)	20% discount on Broadcast or Standard service
Cable TV Guide (Paper Magazine; subject to annual 5% adjustment for mailing costs)	\$4.99

<b>Bulk Rates for Apartment Complexes</b>	<b>Recurring Monthly Price</b>
1 – 25 Units (full retail rate)	Broadcast <del>\$21.29</del> <u>\$22.79</u>
	Standard <del>\$62.39</del> <u>\$69.98</u>
26 - 150 Units (5% discount on broadcast; 10% discount on standard)	Broadcast <del>\$20.23</del> <u>\$21.65</u>
	Standard <del>\$56.15</del> <u>\$62.98</u>
151 - 300 Units (5% discount on broadcast; 15% discount on standard)	Broadcast <del>\$20.23</del> <u>\$21.65</u>
	Standard <del>\$53.03</del> <u>\$59.48</u>
300 Units and Above (5% discount on broadcast; 20% discount on standard)	Broadcast <del>\$20.23</del> <u>\$21.65</u>
	Standard <del>\$49.91</del> <u>\$55.98</u>

EXHIBIT A (EFFECTIVE ~~MARCH 1, 2017~~ JANUARY 1, 2018)

Tacoma Municipal Code

Other Fees	Nonrecurring Monthly Price
Hourly Service Charge	<del>\$40.00</del> 45.00
Connect--Install new wiring	<del>\$50.00</del> 55.00
Connect--Using existing wiring	<del>\$40.00</del> 45.00
Install Additional Outlet	<del>\$20.00</del> 25.00
Unreturned Remote Control	\$10.00
Nonstandard Installation	Hourly service charge plus materials
Unreturned Rented Equipment	\$50.00 - 600.00
Miscellaneous Adjunct Equipment	\$ 5.00 - 50.00
Late Payment Charges	\$ 6.99
Credit Card Misuse Fee	\$20.00
Miscellaneous Customer Premise Visit (VCR connection, late payment pick-up fee, install A/B switch, and nonpayment reconnection fee)	Hourly service charge
Returned Item Fee (NSF check)	\$20.00
Nonpayment Reactivation Fee (Equipment Reauthorization)	\$1.99

(Ord. 28408 Ex A passed Jan. 24, 2017; Ord. 28223 Ex A; passed May 20, 2014; Ord. 28153 Ex A; passed June 11, 2013; Ord. 28098 Ex. A; passed Nov. 13, 2012; Ord. 28049 Ex. A; passed Feb. 14, 2012; Ord. 27843 Ex. A,B; passed Nov. 3, 2009; Ord. 27717 Ex. A; passed Jun. 17, 2008; Ord. 27331 § 2; passed Mar. 22, 2005; Ord. 27059 § 2; passed Mar. 18, 2003)

12.13.020 Click! Network Cable TV additional sports channels for businesses.

ROOT Sports Pricing Scale (for businesses)	
Estimated Viewing Area	Price
0 - 50 Patrons	\$ 46.88
51 - 100 Patrons	\$ 62.50
101 - 150 Patrons	\$ 93.75
151 - 200 Patrons	\$125.00
200+ Patrons	\$156.00
Non-Hospitality Business	<del>\$ 40.00</del> 12.00
Big Ten Sports Channel (for businesses)	
Commercial Big Ten	\$ 8.50

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(Ord. 28049 Ex. A; passed Feb. 14, 2012; Ord. 27331 § 3; passed Mar. 22, 2005; Ord. 27007 § 2; passed Nov. 19, 2002)

12.13.030 Broadband services and internet service providers.

Products	Monthly Rate Range	Monthly Variable Rate <sup>1</sup>	Monthly HUB Fee <sup>2</sup>	Engineering NRC <sup>3</sup>	HUB NRC <sup>4</sup>	Labor & Materials <sup>5</sup>
Click! ISP Advantage	\$5 - \$150	TBD	TBD	N/A	N/A	TBD
Click! Net 1	\$25 - \$1,200	TBD	TBD	TBD	TBD	TBD
Click! Net 3	\$125 - \$4,500	TBD	TBD	TBD	TBD	TBD
Click! Net OC3	\$2,170 - \$4,500	TBD	TBD	TBD	TBD	TBD
Click! Net OC12	\$3,100 - \$12,000	TBD	TBD	TBD	TBD	TBD
Click! Net OC48	\$10,000 - \$30,000	TBD	TBD	TBD	TBD	TBD
Click! Net 1 Includes an Internet DS1 Product - Click! Net 3 Includes an Internet DS3 Product - Click! Net OC3 Includes a 100 Base-T						
<sup>1</sup> Actual pass-through carrier fees with a 10% administration fee.						
<sup>2</sup> Actual monthly Hub cost for maintaining connection.						
<sup>3</sup> Actual costs to engineer the job.						

EXHIBIT A (EFFECTIVE ~~MARCH 1, 2017~~ JANUARY 1, 2018)

Tacoma Municipal Code

<sup>4</sup> Actual cost to terminate the circuit(s) in the Hub.

<sup>5</sup> Actual costs for current labor rates and materials. A 10% handling fee will apply to the materials.

(Ord. 27007 § 2; passed Nov. 19, 2002)

**12.13.040 Applicable taxes and franchise fees.**

The cable television prices and charges set forth in this chapter shall be subject to all applicable taxes and franchise fees.

(Ord. 27007 § 2; passed Nov. 19, 2002)

Request for Board meeting

CITY OF TACOMA  
DEPARTMENT OF PUBLIC UTILITIES

of October 25, 2017

**REQUEST FOR RESOLUTION**

Date: October 11, 2017

**INSTRUCTIONS:** File request in the Office of the Director of Utilities as soon as possible but not later than nine working days prior to the Board meeting at which it is to be introduced. Completion instructions are contained in Administrative Policy POL-104.

1. Summary title for Utility Board agenda: (not to exceed twenty-five words)

Authorization to adjust rates and packages for Click! Network Cable TV services.

2. A resolution is requested to: (brief description of action to be taken, by whom, where, cost, etc.)

This Resolution (and resulting Ordinances) would amend the Tacoma Municipal Code Chapter 12.13 which sets forth rates for Click! Network Cable TV products and services.

3. Summarized reason for resolution:

Rates for Cable TV are updated periodically as costs to provide service increase and market pricing analysis is updated. Licensing fees for programming continue to rise on a per customer basis. These rate increases are reflected in the Click! Network revenue and expense budget for 2017/2018, and are necessary to recover increases in license fees for video programming. Authorization is sought to adjust rates for 2018.

4. Attachments:

a. Letter to the Public Utility Board and City Council from the Director of Public Utilities dated October 11, 2017.

5.  Funds available  Proposed action has budgetary impact

This is a revenue-producing activity.

6. Deviations requiring special waivers: None

Originated by:

  
Section Head

Requested by:

  
Division Head

Approved:

  
Director of Utilities



TACOMA PUBLIC UTILITIES  
3628 South 35th Street  
Tacoma, Washington 98409-3192

October 16, 2017

To: Chair and Members of the Public Utility Board

**RE:** Click! Network Cable TV Rate Adjustment Recommendation for 2018:

**BACKGROUND:** The 2017-2018 Budget anticipates the approval and implementation of two Cable TV rate increases in the biennium. The 2017-2018 Budget also incorporated assumptions that retail Internet and Voice revenues would begin to be received and that availability of product bundles would enhance the acquisition of cable television customers. Revenue, operating costs and number of customers were re-forecast to remove the impact of those assumptions. Adjustments to Click! retail cable television rates of 12.9% were made in March 2017 as planned. At this time, Click! seeks approval for its second budgeted Cable TV rate increase of 11.3% for the 2017-2018 biennium.

**DISCUSSION:** The need for rate increases is primarily driven by rising costs of the programming and the need to improve cost recovery. During the 2015-2016 biennium, programming costs represented approximately 55% of the costs of providing cable television services. By 2018, the cost of programming will account for 61% of the cost of providing cable television services. These increases in programming costs include the license fees for local broadcast TV stations, which are expected to increase significantly in 2018, as Click! enters into new 3-year contracts for the 2018-2020 retransmission consent cycle. Additionally, license fees for cable networks carried through the National Cable Telecommunications Cooperative (NCTC) are expected to increase on average by 7% in 2018.

Labor costs, which represent the second largest cost of providing cable television, are being managed through held vacancies, and in 2018 Click! is expected to undergo an organizational restructuring resulting in further cost savings of approximately \$1.5 Million annually, as approved by the TPU Board and City Council. All the other costs continue to be scrutinized to minimize any impact on rates.

Although the proposed January 2018 Cable TV rate increase will provide incremental revenue, it will still not be sufficient to fully cover all the O&M and capital costs anticipated in 2018. Continued annual rate increases will be required for the foreseeable future to meet financial budgets.

Based on prior guidance, significant progress had been made over the last couple of biennia towards closing the market rate differential. However, recent actions have resulted in the widening of the market rate differential. Click! has historically used Comcast's A La Carte rates for Broadcast and Standard or equivalent services as the benchmark for making market comparisons. Substantial growth in product bundling has adulterated this direct comparison, but without a published "effective" market rate, using Comcast's A La Carte rates remains as the yardstick for making market comparisons.



Recent market comparison shows that the rate differential has again increased to more than 30%. The proposed rate increase will attempt to narrow that gap, but the rate differential is expected to persist for the foreseeable future. Policymakers have generally favored maintaining a reasonable level of market rate differential, so that objective will continue to be met during the 2017-2018 biennium.

**RECOMMENDATION:** To address the evolving needs of the enterprise, as discussed above, staff recommends that the rates for the Broadcast and Standard Cable TV packages be adjusted as noted in the table below:

Service Type	Current Rate <b>City of Tacoma</b>	Proposed Rate <b>City of Tacoma</b> (effective 1/18)
Broadcast	\$19.69	\$20.99
Standard	\$59.99	\$66.99

Service Type	Current Rate <b>Outside COT</b>	Proposed Rate <b>Outside COT</b> (effective 1/18)
Broadcast	\$21.29	\$22.79
Standard	\$62.39	\$69.98

The City of Tacoma charges Gross Earnings Tax (GET) on all revenues whether generated inside or outside the City. As such, Click! Cable TV rates for outside Tacoma are higher than the Tacoma rates to recover the GET assessment. Less than 20% of all Click! Cable TV customers reside outside the City of Tacoma.

Click! will continue to participate in Tacoma Public Utility's low income program and offer 20% discount on Broadcast and Standard packages to qualifying customers.

The implementation of this increase results in an average Cable TV rate increase of 11.3% in 2018. In terms of revenue, this rate increase is expected to generate approximately \$810,000 in incremental Cable TV revenue.

This proposed Cable TV rate adjustment has been captured in the attached Proposed Ordinance to take effect January 1, 2018. The Proposed Ordinance also captures the corresponding rate adjustments to bulk rates for apartment complexes, and increases in certain optional video services and one-time installation charges.

Approved:



William A. Gaines  
Director of Utilities/CEO



**TO:** Mayor and City Council  
**FROM:** William A. Gaines, Director of Utilities/CEO  
**COPY:** Elizabeth Pauli, City Manager, and City Clerk  
**SUBJECT:** Ordinance to amend TMC Chapter 12.13 Click! Network Cable TV Rates – November 7, 2017  
**DATE:** October 25, 2017

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**SUMMARY:**

An Ordinance amending Chapter 12.13 of the Tacoma Municipal Code to revise prices and packages for Click! Network cable television services. Click! Network’s Cable TV rates should be increased to recover per subscriber programming and other costs anticipated in 2017-2018. Under recovery of costs of providing cable television service persists. Increases in programming costs include the license fees for local broadcast TV stations, which are expected to increase significantly in 2018, as Click! enters into new 3-year contracts for the 2018-2020 retransmission consent cycle. Additionally, license fees for cable networks carried through the National Cable Telecommunications Cooperative (NCTC) are expected to increase on average by 7% in 2018. This item is brought forth at this time to allow sufficient time to notify customers prior to the planned implementation date of January 1, 2018. Click! Network respectfully requests the Council pass the ordinance.

**STRATEGIC POLICY PRIORITY:**

- Strengthen and maintain a strong fiscal management position.
  - Click! Network’s costs to acquire programming increase each year according to pre-determined schedules contained in multiple programming carriage agreements. Click! must increase the rates it charges cable television subscribers accordingly in order to improve its financial position.
- Foster neighborhood, community, and economic development vitality and sustainability.
  - The presence of Click! Cable TV in the Tacoma market provides the community with choice in cable television providers. That competitive choice drives excellent customer service and has tended in the past to constrain the cable television rates in Tacoma to be below the outside Tacoma market, providing value to the residents.

**BACKGROUND:**

The 2017-2018 Budget anticipates the approval and implementation of two Cable TV rate increases in the biennium. The 2017-2018 Budget also incorporated assumptions that retail Internet and Voice revenues would begin to be received and that availability of product bundles would enhance the acquisition of cable television customers. Revenue, operating costs and number of customers were re-forecast to remove the impact of those assumptions. Adjustments to Click! retail cable television rates of 12.9% were made in March 2017 as planned. At this time, Click! seeks approval for its second budgeted Cable TV rate increase of 11.3% for the 2017-2018 biennium.

**ISSUE:**

The need for rate increases is primarily driven by rising costs of the programming and the need to improve cost recovery. During the 2015-2016 biennium, programming costs represented approximately 55% of the costs of providing cable television services. By 2018, the cost of programming will account for 61% of the cost of providing cable television services.



Labor costs, which represent the second largest cost of providing cable television, are being managed through held vacancies, and in 2018 Click! is expected to undergo an organizational restructuring resulting in further cost savings of approximately \$1.5 Million annually, as approved by the TPU Board and City Council. All the other costs continue to be scrutinized to minimize any impact on rates.

Although the proposed January 2018 Cable TV rate increase will provide incremental revenue, it will still not be sufficient to fully cover all the O&M and capital costs anticipated in 2018. Continued annual rate increases will be required for the foreseeable future to meet financial budgets.

Based on prior guidance, significant progress had been made over the last couple of biennia towards closing the market rate differential. However, recent actions have resulted in the widening of the market rate differential. Click! has historically used Comcast’s A La Carte rates for Broadcast and Standard or equivalent services as the benchmark for making market comparisons. Substantial growth in product bundling has adulterated this direct comparison, but without a published “effective” market rate, using Comcast’s A La Carte rates remains as the yardstick for making market comparisons. Recent market comparison shows that the rate differential has again increased to more than 30%. The proposed rate increase will attempt to narrow that gap, but the rate differential is expected to persist for the foreseeable future. Policymakers have generally favored maintaining a reasonable level of market rate differential, so that objective will continue to be met during the 2017-2018 biennium.

**ALTERNATIVES:**

Various alternatives to the present proposal exist. One alternative would be to leave the rates as they are. A second alternative would be to increase the cable television rates to a level that would fully recover Click!’s costs of providing cable television service.

If Click! were to forego the 11.3% increase in 2018, the under recovery of cable television costs would increase by \$810,000, further widening the gap between revenues and full cost recovery.

If Click! were to increase cable television rates to a level that would fully recover cable television O&M and capital costs in 2018, the increase would be as much as 42%. The market discipline approach that has been employed since Click!’s inception would be abandoned and customer counts would likely decline more rapidly further exacerbating the under recovery of costs.

**RECOMMENDATION:**

To address the evolving needs of the enterprise, as discussed above, staff recommends that the rates for the Broadcast and Standard Cable TV packages be adjusted as noted in the table below:

Service Type	Current Rate City of Tacoma	Proposed Rate City of Tacoma (effective 1/18)
Broadcast	\$19.69	\$20.99
Standard	\$59.99	\$66.99

Service Type	Current Rate Outside COT	Proposed Rate Outside COT (effective 1/18)
Broadcast	\$21.29	\$22.79
Standard	\$62.39	\$69.98





The City of Tacoma charges Gross Earnings Tax (GET) on all revenues whether generated inside or outside the City. As such, Click! Cable TV rates for outside Tacoma are higher than the Tacoma rates to recover the GET assessment.

The implementation of this increase results in an average Cable TV rate increase of 11.3% in 2018. Click! will continue to participate in Tacoma Public Utility's low income program and offer 20% discount on Broadcast and Standard packages to qualifying customers. In terms of revenue, this rate increase is expected to generate approximately \$809,806 in incremental Cable TV revenue.

This proposed Cable TV rate adjustment has been captured in the attached Proposed Ordinance to take effect January 1, 2018. The Proposed Ordinance also captures the corresponding rate adjustments to bulk rates for apartment complexes and increases in certain premium channel rates and one-time charges for installation.



**FISCAL IMPACT:**

**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
<b>TOTAL</b>			

\* General Fund: Include Department

**REVENUES:**

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Customer Revenues	Ord 90005121	4343800	\$298,979
	Ord 90005123	4343800	\$259,035
	Ord 90005124	4343800	\$ 1,070
	Ord 90005131	4343800	\$ 90,972
	Ord 90005138	4343880	\$ 67,323
	Ord 90005142	4343800	\$ 92,427
<b>TOTAL</b>			<b>\$809,806</b>

**POTENTIAL POSITION IMPACT:**

POSITION TITLE	PERMANENT/ PROJECT TEMPORARY POSITION	FTE IMPACT	POSITION END DATE
<b>TOTAL</b>			

*This section should only be completed if a subsequent request will be made to increase or decrease the current position count.*

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$809,806 revenue**

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes**

**IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A**