

APPROVED 4-11-18

**MINUTES**  
 City of Tacoma  
 Public Utility Board Meeting  
 March 28, 2018  
 6:30 p.m.

Ms. Trudnowski called the Public Utility Board meeting to order at 6:30 p.m. in the auditorium at Tacoma Public Utilities.

**Present:** Monique Trudnowski, Mark Patterson, Woodrow E. Jones, Jr., Karen Larkin, Bryan Flint

The meeting was quorate.

**Minutes of the Previous Meetings**

Mr. Jones moved that the minutes of the previous meetings be adopted; seconded by Ms. Larkin. Voice vote was taken and carried with Ms. Larkin abstaining as she was excused from attending the previous meeting. The minutes were declared adopted.

**Recognitions**

There were no recognitions.

**Comments from the Public**

There were no comments from the public.

**Consent Agenda**

There were no items on the consent agenda.

**Regular Agenda**

- D-1 Resolution U-10998 – Award contracts and approve purchases:
1. Award contract to Print NW for printing and binding services on an as-needed basis (\$3,600,000, plus applicable taxes. Includes option for two additional one-year renewal terms for an estimated cumulative total of \$4,320,000, plus applicable sales tax);
  2. Award contract to Caterpillar, Inc., for the purchase of one new Caterpillar backhoe loader with high rail package (\$252,169, plus applicable sales tax);
  3. Award two-year contract to Wright Tree Service, Inc., for power line vegetation clearance crews (\$4,745,270, plus the option for a single one-year renewal period for a cumulative total of \$7,319,066, sales tax not applicable);

10180<sup>4</sup>.

Temporarily extend contract terms with Equifax Information Services, LLC for twelve months for continued customer identity verification and risk evaluation while a request for proposals/bids is conducted (\$48,000, plus applicable taxes. Cumulative total \$247,999, plus applicable taxes).

Mr. Jones moved to adopt the resolution; seconded by Ms. Larkin.

Ms. Larkin moved to amend item number four by removing the original amendment number two to the Equifax agreement and replacing it with the updated amendment number two before the Board and on record with the Clerk of the Board; seconded by Mr. Jones.

Voice vote to amend item number four was taken and carried.

In response to a Board request for clarification regarding item number one, Patsy Best, Procurement and Payables Manager, stated that the TPU portion of the contract is just about half of the requested amount with the other half being utilized by General Government. This is a convenience contract with no spending guarantee. Ms. Best further explained that the contract was evaluated on pricing, vendor experience, sustainability, and other general information provided with the submittal. An additional 25 points were given for small business enterprise (SBE) participation. The contract is not mandatory so staff isn't limited from using other companies for printing services if needed. The amount requested is based on the last five years spent on the contract.

In response to a Board request for additional information on item number four, John Hoffman, Assistant Customer Services Manager, stated that Customer Services has begun the RFP process for services currently provided by Equifax for customer verification and deposit models to determine risk when waiving customer deposits. The updated agreement is for a one-year term with a standard 30-day cancellation clause.

Voice vote was taken and carried. The resolution with the amended attachment for item number four was declared adopted.

D-2 Resolution U-10999 – Amend Tacoma Municipal Code 1.90 in which the Local Employment Apprenticeship Training codes are contained.

Mr. Jones moved to adopt the resolution; seconded by Ms. Larkin

Clifford Armstrong III, Contract and Program Auditor, summarized the resolution. The Local Employment and Apprenticeship Training Program (LEAP) has been a City program since 1997. The program requires prime contractors to ensure that a certain amount of labor hours on city-funded public works are performed by local residents. The program has had few changes since 1997 and is in need of code updates to make the program more relevant to the City's goals of today and to deal with the challenges the region is currently facing. Staff-recommended updates include: 1) Place an out-of-state employee exemption into the LEAP code (places the code in compliance with federal statutes); 2) removal of 1.90.040B (removes code adjustments to ensure uniform compliance with objectives; 3) Create an apprentice utilization goal on contracts over \$1M to a regionally standard 15 percent; 4) Tie geographic boundaries of the program to the TPU service area (removes exceptions built into the code that acknowledge the original program language did not sufficiently take TPU into consideration; 5) Remove

"Community Empowerment Zone: language from the LEAP code and input :Economic Distressed Area" of TPU service area in its place (retains equity-based goals in a way that mirrors the current national standard and applies to the geographic boundaries of the program).

10181

In response to a Board request for clarification, Mr. Armstrong III confirmed that the 15 percent apprenticeship utilization rate is a state mandate, but it doesn't apply to municipalities. The City is bringing its standards into alignment with the regional standard. Board Members made positive remarks about the program.

Voice vote was taken and carried. The resolution was adopted.

D-3 Resolution U-11000 – Amend policies to allow a pilot program that provides contributions by Tacoma Power of 30 percent for distribution infrastructure conversions from overhead to underground for commercial and multi-family development projects.

Mr. Jones moved to adopt the resolution; seconded by Ms. Larkin.

Rachel Allen, Assistant Power Section Manager, summarized the resolution. Staff recommends amending the necessary customer service policies to allow for a pilot program that provides contributions by Tacoma Power for 30 percent of distribution infrastructure conversions from overhead to underground for commercial and multi-family dwelling development projects. The area will be limited to the Brewery District which is bounded on the north by South 17<sup>th</sup> Street, on the south by South Tacoma Way, on the west by Tacoma Avenue, and on the east by Pacific Street. The time duration will extend for a three-period during which annual updates will be made to the Board and a summary report will be provided detailing how the pilot project was utilized. A maximum of \$10M will be allocated for the entire pilot project.

Board Members made positive remarks about the work put into this project and expressed appreciation to staff.

Voice vote was taken and carried. The resolution was adopted.

#### **H. Reports of the Director**

There were no reports by the Director.

#### **I. Comments by the Board**

Chair Trudnowski announced that the Mayor's state of the city address will be aired on TV Tacoma on April 11, 2018 at 6:00. This conflicts with the regularly-scheduled Public Utility Board meeting, so the next Board meeting will be aired on channel 77/City Post. Regular programming will resume at the following Board meeting on April 25.

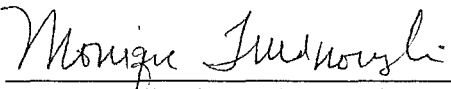
Chair Trudnowski announced that Tacoma Power is hosting a public meeting to provide an overview of the tower and pole replacement project on North 21<sup>st</sup> Street on Thursday, March 29 at 6:30 at Jefferson Elementary gym located at 4302 North 13<sup>th</sup> Street.

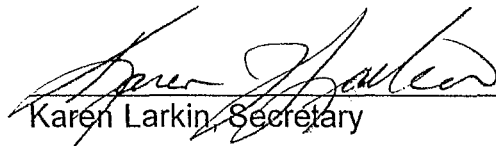
#### **J. Adjournment**

There being no further business or comments, the Public Utility Board was adjourned at 7:03 p.m. until Wednesday, April 11, 2018 for a study session beginning at 3:00 p.m. at

10182 Tacoma Public Utilities, followed by the regular meeting at 6:30 p.m. at Tacoma Public Utilities.

Approved:

  
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Monique Trudnowski, Chair

  
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Karen Larkin, Secretary