



WEEKLY REPORT TO THE CITY COUNCIL

December 31, 2020

Members of the City Council
City of Tacoma, Washington

Dear Mayor and Council Members:

ITEMS OF INTEREST

1. City Manager Elizabeth Pauli provides the attached **Approved Purchase Contracts**.
2. Deputy City Manager Tadd Wille provides the attached **Tacoma Arts Live Management Services update memorandum**.
3. Police Chief Don Ramsdell provides the **attached Weekly Crime Report**.
4. Tacoma Public Utilities Director Jackie Flowers provides Tacoma Public Utilities **Additional Compensation Report for 2021**.
5. Rental Assistance Update: LASA continues to administer the City's coronavirus rental assistance program. **A total of 583 households have been served with awards totaling \$837,043.31**. The lottery has closed for the year so final awards can be processed. The City is providing an additional \$1 million in COVID rental assistance in 2021 and the lottery will re-open early in the new year. The City's **Rental Assistance Fund** at the Greater Tacoma Community Foundation has received 24 gifts totaling \$28,320.
6. Warming Center Update: Over the past week, the **Eastside Community Center Warming Center has operated at a capacity of 55 individuals staying overnight each night, with an average of an additional 18 individuals accessing daytime services**. Site staff connected 5 couples with referrals to TEMS, and 2 other individuals received referrals to drug and alcohol programs.
7. Senior Meal Delivery: **Access to healthy meals is important to our senior population and the City has adjusted contracted services during the COVID-19 pandemic** to ensure seniors can still access food while senior centers are not operating. **The City's contracted partner ensured pickup and delivery of 303 meals for the week of 12/21-12/24**.
8. Please see the attached City of Tacoma **Weekly Meeting Schedule**.

STUDY SESSION/WORK SESSION

9. The **City Council Study Session** of Tuesday, January 5, 2020, will be conducted through Zoom conference. The public can watch the meeting at: vtacoma.com. Discussion items will include: (1) **Systems Transformation**; (2) **Other items of Interest**; (3) **Committee Reports**; (4) **Agenda Review and City Manager's Weekly Report**.

At Tuesday's Study Session, **City Manager Elizabeth Pauli will be providing an update on Systems Transformation.**

10. The updated **Tentative City Council Forecast and Consolidated Standing Committee Calendars** are attached for your information.

MARK YOUR CALENDARS

11. There are no new events at this time.

Sincerely,

Linda Stewart

Linda Stewart
Acting City Manager

EAP:ram

Purchase Contract Awards
For Weekly Report to the City Manager

Week of December 28, 2020

Specification	Description	Awardee	Amount
HR18-0421F	Complete the Classification and Compensation Study	Gallagher Benefit Services, Inc.	Increase by \$200,000.00 for a cumulative total of \$540,000.00, plus any applicable sales tax
CW2239418	Purchase of software, most notably the City's Microsoft Enterprise Agreement renewal	SHI International Corp	Award \$3,300,000 plus applicable taxes, for an initial contract term of 3 years with the option to renew if agreed upon by both parties
CW2227612	Additional design and construction administration services for the new Fire Station No. 5 in the Tideflats	Lawhead Architects PS	Increase by \$75,000.00, for a cumulative total of \$604,050.00 plus any applicable taxes
CW2233113	Purchase of body worn cameras and supporting software	Axon Enterprise, Inc.	Increase by \$891,656.42 for a cumulative total of \$969,611.60, plus any applicable taxes
NPPGov Contract No. PS20065	Purchase of fire protection turnouts and department-provided uniforms	SeaWestern	Award \$1,500,000 plus applicable taxes, for an initial contract term of three (3) years with the option to renew for two (2) additional one year periods for a projected contract amount of \$2,500,000, plus applicable taxes
Sole Source Waiver	Cured in-place pipe (CIPP) liner kits, bulk liner material, launching devices, spare parts, system components and equipment for use in trenchless, non-invasive repairs to the Wastewater and Surface Water collection system	LMK Technologies, LLC	Award \$750,000.00, plus any applicable taxes
2021-22 NCS Contract Allocations	Various human and community services	Various Vendors. See attached C&A letter	Increase by \$18,322,620
PT04-0162F	Organic composting services for an additional two years	Pierce County Recycling, Composting, and Disposal, LLC	Increase by \$6,000,000.00, for a cumulative total of \$26,000,000 plus any applicable taxes



City of Tacoma

City Manager Action Memorandum

TO: Tadd Wille, Asst. City Manager
FROM: Gary Buchanan, Human Resources, Kari Louie, Human Resources and Jen Peters, Human Resources
COPY: City Manager, City Council, City Clerk, EIC Coordinator, LEAP Coordinator, and Tad Carlson, Finance/Purchasing
SUBJECT: Classification and Compensation Study Amendment
Request for Proposals Specification No. HR18-0421F, Contract No. CRW2227892
DATE: 12/21/2020

Pursuant to the City of Tacoma March 12, 2020, state of emergency proclamation in response to COVID-19, made in accordance with Tacoma Municipal Code Chapter 1.10., contract awards for purchases must be approved by the City Manager or designee.

RECOMMENDATION SUMMARY:

The Human Resource Department requests approval to increase CW2227892, to Gallagher Benefit Services, Inc., by \$200,000, plus any applicable taxes, to complete the Classification and Compensation Study. This increase will bring the contract to a cumulative total of \$540,000, plus any applicable taxes.

STRATEGIC POLICY PRIORITY:

- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

BACKGROUND:

ISSUE: The purpose of the Classification and Compensation Study is to conduct a comprehensive classification and compensation study that will:

- Modernize our current compensation system, including developing potential alternative structures, evaluating and better defining our current market pricing strategies, practices and procedures to ensure we stay competitive to the market while maintaining equity across the organization
- Analyze and make adjustments in some areas of our current classification system that may not align with our organizational compensation philosophy
- Create a mechanism or model to tie pay to performance for certain classifications
- Establish controls that support long-term maintenance and integrity of the system

ALTERNATIVES: Given the timeline to complete this project, and the directive to complete the study, no other alternatives are available at this time.



City of Tacoma

COMPETITIVE ANALYSIS:

At this time, it is not practicable to conduct a competitive process, as the consultant, Gallagher Benefit Services, Inc. has performed a majority of the work on the initial contract and would be the only contractor able to continue the study without substantial duplication of work.

CONTRACT HISTORY: This contract was originally awarded to Gallagher Benefit Services, Inc. as a result of a request for proposal Specification No. HR18-0421F in February 2019. At that time it was approved under Resolution 40231. The contract was amended on April 1, 2020, placing a pause on the study in response to the COVID-19 global pandemic and increasing compensation by \$40,000 to pay for work already performed.

SUSTAINABILITY: Fiscal sustainability factors were considered in the extension of this contract by allowing the City to complete the remaining work in the most efficient manner by leveraging the previous historical and organizational experience the consultant possesses due to their extensive and detailed work thus far. This will allow the City to complete the study in the most seamless and efficient manner, hence resulting in a cost savings. Additionally, the impact on staff time and labor was considered, as bringing a new contractor on board would result in extensive additional internal staff labor.

EIC/LEAP COMPLIANCE: N/A

FISCAL IMPACT:**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
5800 HR Employ Class and Comp	598710	5310100	\$200,000
TOTAL			Up to \$200,000

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
5800 HR Employ Class and Comp	598710	5950395	\$200,000
TOTAL			\$200,000



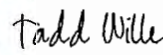
City of Tacoma

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$ 200,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

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

APPROVED

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City Manager (or delegee)

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City of Tacoma

City Manager Action Memorandum

TO: Elizabeth Pauli, City Manager
FROM: Daniel Key, Information Technology Department
Brian Tetreault, MA II, Information Technology Department
COPY: City Manager, City Council, City Clerk, EIC Coordinator, LEAP Coordinator, and
Seth Hartz, Finance/Purchasing
SUBJECT: Sourcewell Cooperative Agreement with SHI International Corp
Cooperative Agreement Specification No. 081419-SHI International Corp,
Contract No. CW2239418
DATE: 12/23/2020

Pursuant to the City of Tacoma March 12, 2020, state of emergency proclamation in response to COVID-19, made in accordance with Tacoma Municipal Code Chapter 1.10., contract awards for purchases must be approved by the City Manager or designee.

RECOMMENDATION SUMMARY:

The Information Technology Department recommends a contract be awarded to SHI International Corp, Somerset, NJ, in the amount of \$3,300,000 plus applicable taxes, for an initial contract term of 3 years with the option to renew if agreed upon by both parties, for the purchase of software, most notably the City's Microsoft Enterprise Agreement renewal.

STRATEGIC POLICY PRIORITY:

- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

BACKGROUND:

In 2020 Microsoft renegotiated their pricing terms on the NASPO Software VAR contract that the State Department of Enterprise Services uses to renew their Microsoft Agreement. During this renegotiation, the state lost a significant discount in the pricing terms. Because of this, the IT Department researched cheaper alternative contracts to renew the City's Microsoft Licenses with and the Sourcewell Cooperative agreement provides the best rates available to us and will save the City \$33,000+ over the 3 year term of the agreement. Besides Microsoft software, the Sourcewell Cooperative agreement has a collection of other software available for purchase at a similar discounted rate to the NASPO Software VAR contract. Having both the Sourcewell and NASPO Cooperative agreements in place for the City IT Department to purchase off of will provide the City the best opportunity to get the lowest prices on new software purchases.

ISSUE: The current need is create an open contract with SHI utilizing the Sourcewell Cooperative agreement number 081419-SHI to enable the IT Department to competitively price and procure software as the need arises.

ALTERNATIVES: The IT Department could use existing open contracts, such as the NASPO Software VAR contract with CDWG, however the pricing terms on this contract are less favorable and some of the software that the IT Department procures is not available on this contract. If the Sourcewell contract is not approved, the City would have to change vendors last



City of Tacoma

minute with our Microsoft renewal in order to get it completed before the current agreement expires, it would also cost the City at least \$33,000 more in licensing costs over the term of the agreement. In addition to costing the City more money on the Microsoft renewal, the City would also lose the ability to shop different contracts for the best rates on other software purchases and renewals, potentially costing the City more money.

COMPETITIVE SOLICITATION:

Cooperative Agreement Specification No. 081419-SHI was established by the state of Minnesota after solicitation number RFP # 081419 was opened on August 14, 2019. Fourteen submittals were received. Three vendors were selected.

CONTRACT HISTORY: New Contract.

SUSTAINABILITY: Not applicable.

EIC/LEAP COMPLIANCE: Not applicable.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
5800 Information Services	596000	5412170	\$3,300,000
TOTAL			Up to \$3,300,000

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
5800	596000	5412170	\$3,300,000
TOTAL			\$3,300,000




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FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: 2021-2022 Biennium, up to \$3,300,000; Microsoft agreement amount \$2,038,261 plus applicable tax.

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. NA

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City Manager (or delegee)

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City of Tacoma

City Manager Action Memorandum

TO: Elizabeth A. Pauli, City Manager
FROM: for Kurtis D. Kingsolver, P.E., Public Works Director/City Engineer 
Mina Zarelli, Project Manager, Public Works Facilities Management
COPY: City Manager, City Council, City Clerk, EIC Coordinator, LEAP Coordinator, and
Seth Hartz, Finance/Purchasing
SUBJECT: Fire Station No. 5 Tideflats – Architectural and Engineering Roster
Contract No. 4600013689, Contract Workspace CW2227612
DATE: December 28, 2020

Pursuant to the City of Tacoma March 12, 2020, state of emergency proclamation in response to COVID-19, made in accordance with Tacoma Municipal Code Chapter 1.10, contract awards for purchases must be approved by the City Manager or designee.

RECOMMENDATION SUMMARY:

The Public Works Department requests approval to increase Contract No. 4600013689, to Lawhead Architects PS, Bellevue, WA, by \$75,000.00, plus any applicable taxes, for additional design and construction administration services for the new Fire Station No. 5 in the Tideflats. This increase will bring the contract to a cumulative total of \$604,050.00.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Assure outstanding stewardship of the natural and built environment.

Planned and existing industrial development in the Tideflats has demonstrated a need for enhanced public safety services. This contract will provide for design services needed to construct a new purpose built modern fire station and support existing and future growth in the Tideflats and surrounding area.

BACKGROUND:

Due to prior budget reductions and restructuring, three fire stations have been closed in the Tideflats and no permanent, active fire station is currently located in that area. Renovation of the existing station was studied and it was determined that a new fire station was necessary to meet the long-term needs of the Fire Department. Construction of the new Fire Station No. 5 began in February of 2020.

ISSUE: The lack of a fire station in the Port has negative impacts on the public safety of workers and businesses in the Tideflats due to increased emergency response times. This contract amendment will provide additional construction administration and design services for the new fire station located in the Tideflats due to unforeseen circumstances encountered during construction, including revisions to the sanitary sewer due to encountered groundwater and additional storm drainage design due to excessive surface water runoff. This amendment will contribute to construction being completed and ultimately enhance public safety services in the area.



City of Tacoma

ALTERNATIVES: The alternative is to not move forward with the proposed contract amendment, which could delay completion of the new fire station in the Tideflats.

COMPETITIVE SOLICITATION: Lawhead Architects PS was selected using the Architectural and Engineering (A&E) Roster.

CONTRACT HISTORY: The original contract was awarded on December 4, 2018, in the amount of \$529,050.00, which was approved by City Council Resolution No. 40173. The proposed contract increase will provide for additional design and construction administration services required for the construction of the new fire station.

SUSTAINABILITY: This project is targeting a Leadership in Energy and Environmental Design (LEED) Silver Certification.

EIC/LEAP COMPLIANCE: Not applicable.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
3211-PSFTY, Public Safety	TFD-00010-02	5310100	\$75,000.00
TOTAL			Up to \$75,000.00

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Real Estate Excise Tax 1	814001	6311101	\$75,000.00
TOTAL			\$75,000.00



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FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$75,000.00

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

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Elizabeth A. Pauli, City Manager (or designee)

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City of Tacoma

City Manager Action Memorandum

TO: Elizabeth Pauli, City Manager
FROM: Don Ramsdell, Police Chief, Tacoma Police Department
Chris Travis, Lieutenant, Tacoma Police Department
COPY: City Manager, City Council, City Clerk, EIC Coordinator, LEAP Coordinator, and
Ryan Foster, Finance/Purchasing
SUBJECT: Axon Enterprise Body Worn Cameras Contract No. CW2233113
DATE: 08/17/2020

Pursuant to the City of Tacoma March 12, 2020, state of emergency proclamation in response to COVID-19, made in accordance with Tacoma Municipal Code Chapter 1.10., contract awards for purchases must be approved by the City Manager or designee.

RECOMMENDATION SUMMARY:

Tacoma Police Department requests approval to increase CW2233113, Axon Enterprise, Inc. Scottsdale, Arizona by \$891,656.42, plus any applicable taxes, for the purchase of body worn cameras and supporting software. This increase will bring the contract to a cumulative total of \$969,611.60, plus any applicable taxes.

STRATEGIC POLICY PRIORITY:

- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

BACKGROUND:

The City awarded a contract to Axon Enterprise, Inc. in the amount of \$77,955.18, for the purchase of evidence cloud storage in December, 2019. This contract increase will facilitate the purchase of body worn cameras and supporting software as requested by the City Council. This amendment adds \$ 891,656.42, for a revised contract total of \$ 969,611.60.

ISSUE: The purpose of this project is to bring transparency to the public by placing body worn cameras on officers who are interacting with the community.

ALTERNATIVES: The city could request staff to do a separate competitive bid process. However, the Axon products meet the City's requirements and through use of the NASPO contract the City can buy those products at national discount pricing.

COMPETITIVE SOLICITATION:

The Washington State Department of Enterprise Services (DES) National Association of State Procurement Officials (NASPO) Contract No. 06316 is a competitively solicited contract. The City uses it through an interlocal agreement. This contract meets Tacoma's competitive solicitation requirements. All purchases from the city are eligible for the contract pricing of the DES/NASPO contract.



City of Tacoma

CONTRACT HISTORY: This contract amendment for body worn cameras and associated software is based on the Washington State Department of Enterprise Services Contract No. 06316 participating addendum with NASPO Contract No. OK-MA-145. The contract was originally awarded in 2017. The current contract term ends January 31, 2021, with renewals available through February 2, 2022.

SUSTAINABILITY: Not Applicable

EIC/LEAP COMPLIANCE: Not Applicable

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Department of Justice JAG	837400	5330100	\$250,000.00
General Fund	TBD	TBD	\$641,656.42
TOTAL			Up to \$

* General Fund:

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Department of Justice JAG	837400	TBD	\$250,000.00
General Fund	TBD	TBD	\$641,656.42
TOTAL			



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FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$161,540.57 (ESTIMATE)

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? YES

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.

N/A

APPROVED

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Todd Wille
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City Manager (or delegee)

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City of Tacoma

City Manager Action Memorandum

TO: Elizabeth Pauli, City Manager
FROM: Toryono Green, Fire Chief, Tacoma Fire
Teresa Green, Fire Department Manager, Tacoma Fire
COPY: City Manager, City Council, City Clerk, EIC Coordinator, LEAP Coordinator, and
Ryan Foster, Finance/Purchasing
SUBJECT: Tacoma Fire - Fire Protection Turnouts and Uniforms
NPPGov Specification No. 1915, NPPGov Contract No. PS20065
DATE: December 15, 2020

Pursuant to the City of Tacoma March 12, 2020, state of emergency proclamation in response to COVID-19, made in accordance with Tacoma Municipal Code Chapter 1.10, contract awards for purchases must be approved by the City Manager or designee.

RECOMMENDATION SUMMARY:

The Tacoma Fire Department recommends a contract be awarded to SeaWestern, Kirkland, WA, in the amount of \$1,500,000 plus applicable taxes, for an initial contract term of three (3) years with the option to renew for two (2) additional one year periods for a projected contract amount of \$2,500,000, for the purchase of fire protection turnouts and department-provided uniforms.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- The turnouts and uniforms provided under this contract ensure our firefighters have the safest clothing and fire protection turnouts to keep them protected on the job, thus better able to protect the residents and visitors of Tacoma.

BACKGROUND:

ISSUE: The Tacoma Fire Department (TFD) completed a wear test in 2018 to determine the best turnouts to keep our firefighters safe on the job. This test compared turnouts from four vendors through a series of standard operational tests as well as on the job testing by six firefighters. The results of the tests showed that the Lion turnouts shed water better, as well as were reportedly lighter and more breathable. In the operational evaluation, which included tests such as stair climbing, crawling, raising ladders, and rescuing; the results clearly showed Lion as the best performing turnout option, with the highest overall score compared to the other vendors. Currently, SeaWestern is the sole source distributor for Lion turnouts in the region. We have also been purchasing Lion uniforms as our standard department issue uniform for many years. SeaWestern is not the sole source supplier for the region for uniforms. However, both other distributors confirmed that they could not match or beat the NPPGov contract pricing that SeaWestern currently holds for these items. In addition to the discount that we will get from the NPPGov contract, the Puget Sound Regional Fire Authority contract has also allowed us to negotiate even lower costs.

ALTERNATIVES: The City could choose not to issue a contract to SeaWestern and we could complete our own solicitation. This would delay the purchase of needed equipment and uniforms, including for the current recruit class.



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COMPETITIVE SOLICITATION:

NPPGov Specification No. 1915 was opened with a submittal deadline of January 24, 2020. The follow-on contract became effective April 13, 2020, with an initial expiration date of June 13, 2023, to include possible extensions through June 13, 2026. It is in the best interests of the City to utilize this pre-existing contract as it is for the brand of turnouts that the Fire Department have deemed best for our department and it provides reasonable pricing on both turnouts and uniforms without the cost to the City of completing our own competitive solicitation resulting in equivalent pricing.

CONTRACT HISTORY: The Fire Department had a contract for uniforms with Galls, before February 2020, and in 2019 made a one-time purchase request for turnouts from SeaWestern until we determined the next steps on contracts for both uniforms and turnouts.

SUSTAINABILITY: Lion, who is the manufacturer of the selected turnout and uniform items, continues to make improvements to their Corporate Sustainable Policy, most recently in May 2020. Their updated policy requires that they cut wasteful energy usage by utilizing all LED lighting. They also pledged not to sell products that could be harmful to human health or the environment, and they do not use manufacturing processes that release harmful pollutants or toxic material. Lion also has a program to recycle used turnout gear where reconditioned gear is delivered to fire departments in third world countries.

EIC/LEAP COMPLIANCE: Not applicable

FISCAL IMPACT:**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
General Fund - Tacoma Fire	253000	5210400	2,000,000
EMS Special Revenue Fund	609100	5210400	500,000
TOTAL			Up to \$ 2,500,000

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
General Fund - Tacoma Fire	253000	5210400	2,000,000
EMS Special Revenue Fund	609100	5210400	500,000
TOTAL			\$ 2,500,000



City of Tacoma

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$1,000,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes.

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

APPROVED

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Todd Wille
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City Manager (or delegee)

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City of Tacoma

City Manager Action Memorandum

TO: Elizabeth A. Pauli, City Manager *EMS*
FROM: Michael P. Slevin III, P.E., Director, Environmental Services
Hugh Messer, Division Manager, Operations and Maintenance
COPY: City Manager, City Council, City Clerk, EIC Coordinator, LEAP Coordinator,
Josiah Rowell, Warehouse Supervisor, and Samol Hefley, Finance/Purchasing
SUBJECT: Sole Source Waiver for LMK Technologies, LLC Liner Materials - SR2298432739
DATE: December 11, 2020

Pursuant to the City of Tacoma March 12, 2020, state of emergency proclamation in response to COVID-19, made in accordance with Tacoma Municipal Code Chapter 1.10., contract awards for purchases must be approved by the City Manager or designee.

RECOMMENDATION SUMMARY:

The Environmental Services Department requests a waiver of competitive procurement procedures and recommends a contract be awarded to LMK Technologies, LLC (LMK), Ottawa, IL, in the amount of \$750,000.00, plus any applicable taxes, budgeted from the ES Wastewater Fund 4300 and ES Surface Water Fund 4301, for cured in-place pipe (CIPP) liner kits, bulk liner material, launching devices, spare parts, system components and equipment for use in trenchless, non-invasive repairs to the Wastewater and Surface Water collection system.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Assure outstanding stewardship of the natural and built environment.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

LMK liner materials and associated parts and system components help optimize the utilities infrastructure rehabilitation expenditures through the use of CIPP lateral renewal technology. CIPP involves curing liners directly inside the pipe. This method repairs damaged pipes with a liner that, essentially, becomes a new, jointless pipe within a pipe. This process renews deteriorating pipes efficiently, cost effectively and significantly extends the service life of the pipeline. This enables the City to achieve lasting best value results throughout the life cycle of our infrastructure, ensuring fiscal responsibility, safe and healthy neighborhoods, responsible stewardship of the environment and continued access for our ratepayers to a utility that continues to meet their needs.

BACKGROUND:

Environmental Services had a three-year Sole Source Waiver (4600012124) with a value of \$750,000.00. This waiver expired on February 28, 2020. Due to standardization of the process used by Environmental Services Sewer Transmission Maintenance crews and due to the dollar amount associated with this material and components, a new waiver is required.



City of Tacoma

ISSUE: LMK liner materials and associated parts and system components help optimize the utilities infrastructure rehabilitation expenditures through the use of CIPP lateral renewal technology. However, this material and system components are high in dollar value. In addition, they are proprietary in nature, thereby necessitating a sole source waiver. Once an entity, firm or organization builds on LMK's system, it is not financially feasible to switch to an alternative vendor.

ALTERNATIVES: Short of changing the entire support system that the utility has built around using LMK material, parts and associated components, which would be cost prohibitive, there is no viable alternative.

COMPETITIVE ANALYSIS: Waiver of competitive bidding requested due to Sole Source. LMK materials, parts and system components are proprietary in nature. The only liners that will function properly with the LMK liner sectional process is the LMK liner, which are proprietary to LMK Technologies, LLC.

CONTRACT HISTORY: New contract

SUSTAINABILITY: This process renews deteriorating pipes efficiently, cost effectively and significantly extends the service life of the pipeline. From a sustainability perspective, this enables the City to achieve lasting best value results throughout the life cycle of our infrastructure, ensuring fiscal responsibility, safe and healthy neighborhoods, responsible stewardship of the environment and continued access for our ratepayers to a utility that continues to meet their needs.

EIC/LEAP COMPLIANCE: Not applicable.



City of Tacoma

FISCAL IMPACT:**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
ES Wastewater Fund 4300	524200	5220100	\$600,000.00
ES Surface Water Fund 4301	521100	5220100	\$150,000.00
TOTAL			Up to \$750,000.00


* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
ES Wastewater Fund 4300	523900	4343150	\$600,000.00
ES Surface Water Fund 4301	521900	4343041	\$150,000.00
TOTAL			\$750,000.00

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$83,300.00**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED?** Yes**IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.** N/A

APPROVED

DocuSigned by:

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Elizabeth A. Pauli, City Manager (or designee)

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City of Tacoma

Date: 3/3/2020

To: Patsy Best, Procurement and Payables Division Manager

From: Josiah Rowell
Environmental Services/Operations and Maintenance Division

Subject: Waiver of Competitive Solicitation Request – SR2298432739
☒ Sole Source Purchase – TMC 1.06.257.A
☐ Not Practicable to Bid – TMC 1.06.257.B

The Environmental Services Operations and Maintenance Division request a sole source waiver for LMK Technologies, LLC, Ottawa, IL, in the amount of \$750,000 to purchase cured-in-place pipe (GIPP) liner kits, bulk liner material, launching devices, spare parts, system components and equipment for use in trenchless, non-invasive repairs to the Wastewater and Surface Water collection system.

Environmental Services/Operations and Maintenance Division requests a waiver of the competitive solicitation process for cured-in-place pipe (GIPP) liner kits, bulk liner material, launching devices, spare parts, system components and equipment. The supplier is LMK Technologies, LLC, Ottawa, IL.

Approval of this request constitutes a waiver of further competitive solicitation for amendments to the subject contract provided that any such amendment(s) shall be signed by personnel as authorized in the Delegation of Procurement Signature and Approval Authority memorandum. Contract totals shall not exceed \$200,000 without City Council or Public Utility Board approval as appropriate.

“Follow-on” Contracts:

Provide any historical contract information, specification number, etc., and explain the relationship of this request to any previous contracts:

Contract 4600012124 was based on the previous sole source waiver dated for November 29th, 2016. Original waiver attached to SR.

Waiver Criteria:

1. Per Purchasing Policy Manual Section XXI., this purchase is justified as a Sole Source or Not Practicable to Bid for the following reason(s):

Sole Source:

- ☒ Supplies or services that only one supplier is capable of providing or authorized to provide.
- ☒ Items required in order to function with existing equipment, systems, programs, or services.
- ☒ Products, systems, information, or services that are subject to patent or other proprietary use rights.

- ☐ Security requirements or information mandates that limit procurement from only a single supplier.

Not Practicable to Bid:

- ☐ An immediate and important need for proposed construction, installation, repair, materials, supplies, equipment, or services where the delay that would result from following the requirements of the competitive solicitation process would cause financial loss to the City or an interruption of vital services to the public.
- ☐ Special facilities or market conditions (see RCW 39.26.125).
- ☐ Specially tailored or performance criteria-based products such as computer systems or equipment.
- ☐ Supplier selection is not controlled by the City.
2. Support your contention that it would be futile to advertise and competitively solicit the product/service. Include any technical or unique product/service attributes that prevent drafting specifications for a competitive solicitation to which more than one supplier could successfully respond.

The only liners, supplies and equipment that will properly function with the LMK liner sectional process are manufactured by LMK and are proprietary to LMK Technologies, LLC.

3. Describe the screening efforts made to identify potential suppliers.

Screening efforts included contacting the manufacture to inquire about regional distribuors. There are none.

4. Describe the efforts made to assure that the City is receiving the lowest or best price possible.

Vendor was requested to provide best possible pricing based on any and all discounts that COT would be eligible for including but not limited to government discounts.

5. Is this a one-time or on-going purchase?

☐ One-time. Estimated one-time cost, including shipping: \$Enter Estimated Total Dollar Amount, plus applicable sales tax.

☒ Ongoing. Estimated total cost, including shipping, for projected term of 3 years: \$ 750,000.00, plus applicable sales tax.

Note: Sole Source requests are limited to three years unless an exception is approved.

Funding: Funds for this purchase are available in Fund 4300.

SBE Compliance: Environmental Services/Operations and Maintenance Division checked the City of Tacoma Small Business Enterprise (SBE) website for opportunities to contract with SBE firms on March 3, 2020. There are no SBE firms registered for this category of work at this time.

Project Coordinator: Josiah Rowell / Environmental Services / Operations and Maintenance Division (253) 307-9382

TSK2298432764 Get Waiver Approval

Round 1: Approved ⓘ

Summary

This task will send the waiver for approval. Approvers are automatically populated based on the department and dollar amount.

☐ Sourcing Request Documents (v1/2) (Read Only)

- 📄 Waiver_Template_Sole_Sourc
e_LMK (v3/4) ▾
- 📄 Project_Info_Sheet_LMK_SS_
Waiver ▾

☐ Reference Documents

- 📄 City of Tacoma Letter
3-3-20 ▾

This task has been completed. You can do any of the following:

- Review the comments or document changes made by the reviewer on the Task History tab.
- [New Round](#) Initiate a New Round if necessary. Examples of when you might need a New Round include if the previous round was denied, or if the document has changed since the previous round.
- [Replace](#) Replace the document(s) on the left.

Properties Task History Approval Flow

Submitted





City of Tacoma

City Manager Action Memorandum

TO: Elizabeth Pauli, City Manager
FROM: Linda Stewart, Director, Neighborhood & Community Services
Jason McKenzie, Resource Manager, Neighborhood & Community Services
COPY: City Manager, City Council, City Clerk, EIC Coordinator, LEAP Coordinator, and
Ryan Foster, Finance/Purchasing
SUBJECT: 2021-22 NCS Contract Allocations
DATE: 12/24/2020

Pursuant to the City of Tacoma March 12, 2020, state of emergency proclamation in response to COVID-19, made in accordance with Tacoma Municipal Code Chapter 1.10., contract awards for purchases must be approved by the City Manager or designee.

RECOMMENDATION SUMMARY:

Neighborhood & Community Services (NCS) requests approval to increase the contracts to the providers listed in Exhibit A by the dollar amounts listed in Exhibit A, plus any applicable taxes, for various human and community services. The total increase for these contracts is \$18,322,620.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

BACKGROUND:

To provide stability for providers and ensure continued essential services for the Tacoma community during the COVID pandemic, NCS notified currently funded providers on March 17, 2020, that the City would not require a competitive process to receive funding for NCS contracted services in 2021. After assessing provider needs, and in anticipation of prolonged pandemic impacts, NCS determined that this approach would be carried forward through the 2021-2022 biennium.

NCS staff conducted a review of currently funded contracts and determined allocations for 2021-22 contracted services based on the following:

- Alignment with Council priorities and department goals
- Commitment to equity and transformation
- Preservation of essential services
- COVID-19 response
- Projected NCS budget
- Program performance in the 2019-20 biennium

The City Council approved these allocations at the November 24, 2020 meeting (Resolution No. 40695). Following that action, NCS staff also negotiated scopes of work with Safe Streets



City of Tacoma

for the South East Tacoma Neighborhood Alliance (SETNA) and Seabrooks Too for e-CImpact contract database services.

ISSUE: NCS is seeking approval to complete contract amendments for the contracts listed in Exhibit A.

ALTERNATIVES: Alternatives include either changing recommended allocation amounts or not approve allocations. Either of these alternatives would result in delayed contract start dates, which would impact services provided to Tacoma residents.

COMPETITIVE ANALYSIS: All contract amendments are being directly negotiated in order to provide continued essential services for the Tacoma community.

CONTRACT HISTORY: Contracts were originally awarded to the providers and programs listed in Exhibit A during the 2019-2020 biennium and are a result of previous competitive processes or direct negotiation waivers. (The only program that was not originally awarded during the 2019-20 biennium is Safe Streets – SETNA.)

SUSTAINABILITY: Not applicable.

EIC/LEAP COMPLIANCE: Not applicable.

FISCAL IMPACT:



City of Tacoma

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1. 0010 - General Fund (NCS)	91000	5330100	\$85,000
2. 0010 - General Fund (NCS)	91020	5330100	\$50,000
3. 0010 - General Fund (NCS)	91100	5330100	\$500,000
4. 0010 - General Fund (NCS)	91101	5330100	\$140,000
5. 0010 - General Fund (NCS)	91131	5330100	\$267,000
6. 0010 - General Fund (NCS)	91132	5330100	\$300,000
7. 0010 - General Fund (NCS)	91133	5330100	\$445,835
8. 0010 - General Fund (NCS)	91135	5330100	\$175,000
9. 0010 - General Fund (NCS)	91140	5330100	\$696,334
10.0010 - General Fund (NCS)	91150	5330100	\$333,000
11.0010 - General Fund (NCS)	91200	5330100	\$2,667,317
12.0010 - General Fund (NCS)	91210	5330100	\$1,118,000
13.0010 - General Fund (NCS)	91230	5330100	\$441,000
14.0010 - General Fund (NCS)	91300	5330100	\$425,000
15.0010 - General Fund (NCS)	95100	5330100	\$495,033
16.0010 - General Fund (NCS)	405700	5330100	\$252,292
17.0010 - General Fund (NCS)	405730	5330100	\$100,000
18.1185 - CRMJS	665000	5330100	\$106,000
19.1185 - NCS	GRT-03100-03-04	5330100	\$145,000
20.1185 - MHCD	859100	5330100	\$1,271,438
21.1185 - MHCD	859101	5330100	\$560,000
22.1185 - MHCD	859103	5330100	\$463,410
23.1185 - MHCD	859112	5330100	\$870,651
24.1185 - MHCD	859114	5330100	\$891,770
25.1185 - MHCD	859120	5330100	\$925,001
26.1185 - MHCD	859130	5330100	\$280,000
27.1185 - MHCD	859210	5330100	\$149,000
28.1185 - MHCD	859220	5330100	\$175,000
29.1185 - MHCD	859300	5330100	\$1,329,969
30.1185 - MHCD	859310	5330100	\$1,664,570
31.1195-FGRT ESG CARES Act Grant	730800	5330100	\$1,000,000
TOTAL			\$18,322,620

REVENUES:



City of Tacoma

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1. 0010 – General Fund	Various	Various	\$8,490,811
2. 1185 - CRMJS	665000	4335100	\$106,000
3. 1185 – NCS	GRT-03100-03-01	4331297	\$145,000
4. 1185 - MHCD	858200	4313250	\$8,580,809
5. 1195-FGRT ESG CARES Act Grant	730800	4331282	\$1,000,000
TOTAL			\$18,322,620



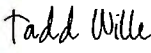
City of Tacoma

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$18,322,620

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes. All expenditures other than COVID-JAG and Emergency Solutions Grant CARES funding are planned and budgeted in this biennium's current budget. COVID-JAG and Emergency Solutions Grant CARES funding is planned but is not included in the budget.

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. The City has agreements with both the Department of Justice (COVID-JAG) and the Department of Housing and Urban Development (Emergency Solutions Grant CARES Act) to cover the planned expenses.

APPROVED

DocuSigned by:

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City Manager (or delegee)

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City of Tacoma

Exhibit A: 2021-22 NCS Provider Allocations

Agency	Program	Funding Source	Cost Center	2019-2020	2021-2022
A Common Voice	Bounce Back	MHSUD	859300	\$40,000	\$40,000
Affordable Housing & Treatment (AHAT)	Linkages	MHSUD	859120	\$40,000	\$45,001
Alzheimer Memorial Church	Family Shelter	GF	91135	\$161,498	\$175,000
Asia Pacific Cultural Center	Community Mobilization	GF	405700	\$50,000	\$50,000
Asia Pacific Cultural Center	Promised Leaders of Tomorrow Youth	GF	91230	\$138,000	\$138,000
Associated Ministries	Family Permanent Housing	GF	91140	\$163,249	\$160,000
Boys and Girls Club of South Puget Sound	Education & Career Development	GF	91230	\$128,000	\$128,000
Castelee, Williams & Associates	Domestic Violence Perpetrator Treatment	MHSUD	859210	\$60,000	\$60,000
Catholic Community Services	Family Housing Network	GF	91133	\$61,200	\$70,000
Catholic Community Services	Nativity House	MHSUD	859112	\$848,835	\$870,651
Catholic Community Services	Shelter COD	MHSUD	859100	\$192,338	\$142,922
Catholic Community Services	Therapeutic MH Court	MHSUD	859100	\$259,900	\$250,000
Clean Streets (dba Goodbye Graffiti)	Graffiti Removal	GF	405730	\$304,037	\$100,000
Colemon & Associates	DEI Consultation	GF	91000	\$230,800	\$85,000*
Community Youth Services	Crisis Residential Center	MHSUD	859114	\$250,670	\$250,000
Comprehensive Life Resources	Day Shelter	MHSUD	859114	Combined with Overnight Shelter	\$192,531
Comprehensive Life Resources	Diversion Beds/New Beginnings	MHSUD	859310	\$801,000	\$801,000
Comprehensive Life Resources	Housing Navigator	MHSUD	859120	\$198,000	\$100,000
Comprehensive Life Resources	Life Connections	MHSUD	859310	\$312,691	\$312,691
Comprehensive Life Resources	Making Connections	MHSUD	859100	\$97,720	\$95,000
Comprehensive Life Resources	Overnight Shelter	MHSUD	859114	\$721,600	\$449,239
Comprehensive Life Resources	Positive Interactions	MHSUD	859103	\$763,410	\$463,410
Consejo Counseling	Behavioral Health	MHSUD	859130	\$207,972	\$210,000
Consejo Counseling	Gang Reduction (COVID-JAG)	JAG	858700	\$0	\$145,000



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Consejo Counseling	Youth Co-Occurring Disorder Treatment	MHSUD	859300	\$239,177	\$239,177
Dave Purchase Project	Needle Exchange	MHSUD	859130	\$40,000	\$70,000
Emergency Food Network	Food Distribution	GF	91100	\$60,000	\$95,000
Greater Lakes	Forensic Programs	MHSUD	859100	\$449,160	\$440,000
Greater Lakes	Housing First	MHSUD	859120	\$213,676	\$215,000
Hilltop Action Coalition	Community Mobilization	GF	405700	\$25,000	\$30,000
Hilltop Artists in Residence Program	Outreach (Serves young adults ages 12-20)	GF	91230	\$40,000	\$40,000
Hopes and Dreams Foundation	Battleground Mentorship Program	GF	91230	\$40,000	\$40,000
Korean Women's Association	Case Management	GF	91150	\$40,000	\$60,000
Korean Women's Association	Senior Center (Beacon & Lighthouse)	GF	95100	\$714,542	\$374,813
Korean Women's Association	Senior Wellness- Immigrant	GF	95100	\$40,000	\$40,000
Korean Women's Association	We are Family DV Shelter	GF	91131	\$100,000	\$140,000
Living Access Support Alliance (LASA)	Housing for Homeless Families	GF	91100	\$40,000	\$40,000
Living Access Support Alliance (LASA)	Prevention Programs	GF	91100	\$52,398	\$100,000
Living Access Support Alliance (LASA)	Rental Assistance	ESG-CV	730800	\$1,198,000	\$1,000,000
Leadership Foundations	Proyecto MoLE	GF	91300	\$59,241	\$60,000
Making a Difference Foundation	Eloise's Cooking Pot Food Bank	GF	91100	\$40,000	\$65,000
Making A Difference Foundation	Transitions Backpack Program	GF	91100	\$55,552	\$60,000
Mercy Housing	Service Enriched Housing	GF	91140	\$40,000	\$40,000
Metropolitan Development Council	Behavioral Health and Recovery	MHSUD	859310	\$353,983	\$176,992
Metropolitan Development Council	Shelter COD	MHSUD	859100	\$516,627	\$343,516
Metropolitan Development Council	YA Permanent Supportive Housing	MHSUD	859120	\$421,659	\$425,000
New Phoebe House Association	AfterCare Relapse Prevention	MHSUD	859210	\$89,000	\$89,000
New Phoebe House Association	Mental Health Treatment	MHSUD	859120	\$43,552	\$40,000
New Phoebe House Association	Phoebe Family Reunification and Phoebe Kids Play	GF	91200	\$117,505	\$58,752
New Phoebe House Association	Resiliency and Reunification	MHSUD	859120	\$124,278	\$100,000



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Nourish Pierce County	Food Bank	GF	91100	\$40,000	\$60,000
NW Furniture Bank	Furnishing Homes	GF	91150	\$50,186	\$51,000
Peace Community Center	Hilltop FLITE (Future Leaders in Training for Excellence)	GF	91300	\$60,000	\$40,000
Peace Community Center	Hilltop Scholars High School/College	GF	91300	\$68,000	\$50,000
Peace Community Center	McCarver Scholars - Elementary Program	GF	91300	\$60,000	\$40,000
Pediatric Interim Care Center Inc.	Infant Withdrawal Program	MHSUD	859310	\$140,000	\$140,000
Pierce County AIDS Foundation	Medical Case Management	GF	91200	\$87,957	\$88,000
Pierce County AIDS Foundation	Oasis Youth Center	GF	91200	\$117,920	\$118,000
Pierce County Alliance	Therapeutic Courts	MHSUD	859310	\$367,773	\$183,887
Pierce County Juvenile Court	Alliances-Supporting Families Facing Real Challenges (Corrections, rehab, & advocacy)	MHSUD	859300	\$112,320	\$112,320
Pierce County Project Access	Donated Care	GF	91200	\$55,200	\$55,200
Pierce County/Crystal Judson Family Justice Center	Essential Expenditures	GF	91210	\$840,000	\$840,000
Rainbow Center	Education Program (Combats discrimination & barriers towards LGBTQ population)	GF	91300	\$50,000	\$50,000
Rebuilding Hope	Sexual Assault Center (Criminal Justice)	Criminal Justice	665000	\$106,000	\$106,000
Safe Streets	Community Mobilization	GF	405700	\$273,800	\$122,292
Safe Streets	South East Tacoma Neighborhood Alliance	GF	91200	\$0	\$29,081
Seabrooks Too	e-CImpact Database	GF	91020	\$58,765	\$50,000
Shared Housing	Youth Host Home	GF	91140	\$118,126	\$120,000
Sound Outreach	Financial Empowerment for Seniors	GF	95100	\$101,991	\$40,000
St Leo's Food Connection	Children's Feeding (Backpack)	GF	91100	\$40,000	\$40,000
St Leo's Food Connection	Food Bank	GF	91100	\$40,000	\$40,000
Tacoma Area Coalition of Individuals with Disabilities (TACID)	Peer Support & Independent Living Services	GF	95100	\$40,220	\$40,220
Tacoma Community House/REACH	Housing 4 Success	GF	91140	\$156,859	\$156,000



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Tacoma Community House/REACH	Adult Basic Skills Education	GF	91300	\$40,000	\$30,000
Tacoma Community House/REACH	REACH Career Pathways Program	GF	91300	\$40,000	\$30,000
Tacoma Community House/REACH	TCH Domestic Violence Services	GF	91210	\$82,800	\$82,800
Tacoma Housing Authority	Community Mobilization	GF	405700	\$100,000	\$50,000
Tacoma Housing Authority	Community Wellness Program	GF	91200	\$100,208	\$66,704
Tacoma Housing Authority	Whole Family Services	GF	91140	\$221,703	\$220,334
Tacoma Public Schools	Tacoma Whole Child Initiative (Mental Health Interventions)	MHSUD	859300	\$367,836	\$367,836
Tacoma Public Schools	Tacoma Whole Child Initiative (Youth Screening & intervention, Advanced Tier)(Sustained Program; Amendment)	MHSUD	859300	\$291,834	\$291,834
Tacoma Public Schools	Tacoma Whole Child Initiative Restorative Justice Program)	GF	91300	\$250,000	\$125,000
Tacoma Urban League	Mission ImPossible (MIP)	MHSUD	859220	\$175,000	\$175,000
TeamChild	Legal Services	GF	91150	\$112,192	\$112,000
TeamChild	Legal Srv- (SW) Pierce County	GF	91230	\$47,724	\$48,000
TeamChild	Wellness Project	MHSUD	859300	\$151,007	\$151,006
The Rescue Mission	Adams Street Family Shelter	GF	91133	\$300,000	\$300,000
The Rescue Mission	Men's Shelter	GF	91132	\$300,000	\$300,000
The Rescue Mission	Mental Health Services for Homeless Children and Their Parents (Homeless)	MHSUD	859300	\$127,796	\$127,796
The Rescue Mission	Search and Rescue	GF	91101	\$146,420	\$140,000
The Rescue Mission	Youth Services Program (Serves ages 2-17 through academics & social development)	GF	91230	\$46,651	\$47,000
The Salvation Army	Jarvie Family Lodge	GF	91133	\$43,200	\$75,835
TPCHD	Communicable Disease Control	GF	91200	\$618,018	\$618,018
TPCHD	Family Support Partnership	GF	91200	\$50,000	\$50,000
TPCHD	Hazardous Substances Program (Previously Drinking Water Program)	GF	91200	\$58,482	\$48,482
TPCHD	Health Pool	GF	91200	\$1,111,580	\$1,111,580



City of Tacoma

TPCHD	Maternal Child Health	GF	91200	\$423,500	\$423,500
United Site Services	Services Rentals	MHSUD	859101	\$459,138	\$400,000
United Way of Pierce County	211	MHSUD	859310	\$50,000	\$50,000
Vadis	FLASH	GF	91150	\$106,000	\$110,000
Valeo Vocation	Temporary Employment	MHSUD	859101	\$165,969	\$160,000
YWCA	DV Shelter	GF	91131	\$117,000	\$127,000
YWCA Pierce County	Children's Program	GF	91210	\$55,200	\$55,200
YWCA Pierce County	Insight DV Prevention	GF	91210	\$40,000	\$40,000
YWCA Pierce County	Legal Services Program	GF	91210	\$76,800	\$100,000

*Council approved \$60,000 allocation for Colemon & Associates. \$25,000 increase will come from carried over under expenditures from 2019-20.



City of Tacoma

City Manager Action Memorandum

TO: Elizabeth Pauli, City Manager
FROM: Michael P. Slevin III, P.E., Environmental Services
Lewis Griffith, P.E., Division Manager, Solid Waste Management
COPY: City Manager, City Council, City Clerk, EIC Coordinator, LEAP Coordinator, and
Seth Hartz, Finance/Purchasing
SUBJECT: Amendment No. 4 to increase and extend Organic Composting Services
Contract No. 4600002026 / CW2238146– RFP Specification No. PW04-0162F
DATE: December 10, 2020

Pursuant to the City of Tacoma March 12, 2020, state of emergency proclamation in response to COVID-19, made in accordance with Tacoma Municipal Code Chapter 1.10., contract awards for purchases must be approved by the City Manager or designee.

RECOMMENDATION SUMMARY:

Environmental Services requests approval to increase Contract No. 4600002026 with Pierce County Recycling, Composting, and Disposal, LLC, a Washington State limited liability company of which the business and affairs are managed by its Manager, Waste Connections, Inc., a Delaware corporation, Puyallup, WA, by \$6,000,000.00, for a cumulative total of \$26,000,000 plus any applicable taxes, budgeted from the ES Solid Waste Fund 4200, for organic composting services for an additional two years.

STRATEGIC POLICY PRIORITY:

- Assure outstanding stewardship of the natural and built environment.

Composting of organic waste provides a beneficial soil amendment product, extends landfill life, and reduces greenhouse gases, which all provide environmental benefits to the local community and surrounding areas.

BACKGROUND:

Environmental Services contracts with Pierce County Recycling, Composting, and Disposal, LLC composting services for organic waste collected by the curbside collections system and self-haul organic waste delivered to the Recovery and Transfer Center. The current contract for these services expires on November 30, 2020. Staff has been in negotiations with Pierce County Recycling, Composting, and Disposal, LLC to reach agreement on an extension of this contract, which is the second of two extensions. Significant cost increases due to regional capacity issues and other market forces have extended the negotiation process. Environmental Services intends to issue a competitive solicitation for a new long-term contract in the next two years due to the increase in rates and the regional changes that have impacted the markets and facility capacity.

ISSUE: The purpose of this contract amendment is to provide continued customer valued organic waste processing services that are protective of the environment and maintain the lowest rates possible for customers.

ALTERNATIVES: Two alternatives were identified. The first was to allow this contract to expire and issue a new competitive solicitation for organic composting services. The competitive bid



City of Tacoma

process would extend past the end date of the current contract, leaving a gap in compost processing services. Organic waste collected in the interim between contracts would need to be landfilled. The second alternative was to enter into a piggyback contract based on the City of Seattle's contract with Cedar Grove Composting Inc., which has compost facilities in Maple Valley, WA. This would have resulted in increased hauling costs and increased greenhouse gas emissions from transport of the organic waste a further distance.

CONTRACT HISTORY: This contract was originally awarded to Pierce County Recycling, Composting, and Disposal, LLC as a result of Organic Composting Services, Specification No. PW04-0162F by Resolution No. 36303 in September 2004. The original compensation, payment, and contract timeline was a 10-year term in the amount of \$10,000,000, with two 5 year renewal options, subject to negotiation, requiring written Agreement of the parties, to be executed as amendment(s) to the Agreement. Amendments No. 1 and No. 2 were short-term extensions to the contract term to allow the first 5-year renewal to be negotiated. The first 5-year renewal was executed November 2015, and extended the contract until November 30, 2020, with the contract amount increased to \$20,000,000.

SUSTAINABILITY: Include an explanation of how sustainability factors were considered, per the Sustainable Procurement policy in section XXIV. A. of the Purchasing Policy Manual. Other options for organic waste processing services include landfilling, or hauling to other facilities further from Tacoma. All of the alternatives identified would result in a negative greenhouse gas impact, and therefore not preferred from a sustainability perspective.

EIC/LEAP COMPLIANCE: Not applicable.

FISCAL IMPACT:

This contract increase will be funded by Solid Waste rates.

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4200 Solid Waste Fund	CC 514350 / SIO 90016766	5330100	\$6,000,000
TOTAL			Up to \$6,000,000

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4200 Solid Waste Fund	512000	Various	\$6,000,000
TOTAL			\$6,000,000

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$6,000,000 maximum (2021-2022 biennial budget)




City of Tacoma

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes, the first year is budgeted, but the second year expenditures may exceed budget.

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. Based on the experience in the first year, funding may be sought for the second year during mid-biennium modifications.

APPROVED

DocuSigned by:

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City Manager (or delegee)

DS
PB

DS
KJ

DS
AC



TO: Tadd Wille, Deputy City Manager
FROM: Steve Victor, Deputy City Attorney
Charles Lee, Deputy City Attorney
Kim Bedier, Director, Tacoma Venues and Events
SUBJECT: Tacoma Arts Live Management Services During COVID-19 Emergency
DATE: December 31, 2020

BACKGROUND:

Tacoma Arts Live (TAL) provides management services for performances at the City's theaters, including the Pantages, Rialto, Theater on the Square, and Jones Building. Due to the Governor's orders intended to mitigate the COVID-19 pandemic, no performances have been allowed in the City theaters since before June. As a matter of law, the City cannot pay when services are not rendered. The City ceased paying the approximately \$63,000.00 per month fee in June, but has been prepared to resume payment when services could again be rendered by TAL. Since June, City TVE staff have performed all day-to-day maintenance and operations work at the City theaters. TAL has contended that a management fee is due.

The management agreement with TAL expires December 31, 2020 and with the end of the current management agreement, the City's policies call for the issuance of an RFP for management services for the theaters to ensure a fair and equitable opportunity is afforded to any entities qualified to provide such services. TAL may respond to the RFP. TAL did not object to the RFP but requested a six-month extension of the management agreement. The City and TAL negotiated an Addendum to the Management Agreement to address all issues. The Addendum was fully executed December 30, 2020.

SUMMARY OF ADDENDUM:

1. 2020 Retroactive Management Fee: A retroactive base fee of \$5,000.00 per month as consideration for the very limited services that TAL could provide during 2020 under the COVID-19 pandemic restrictions.

2. Extension to June 2021: A six (6) month extension of the TAL management agreement at the same base rate, during which extension the RFP process will occur. TAL may compete in the RFP

3. 2021 Increase in Base Fee: A base rate during the extension, to \$12,500.00 in consideration of additional services TAL will provide during the 2021 extension.

4. 2021 Increase in TAL Services: As consideration for the increase in fee, TAL will hold dates and contract shows, including an assignment clause in the event of a management change, through the end of 2021 for all users, and through the 2021-2022 season for Resident Arts Organizations (RAOs) including TAL, subject to the City's prior approval through the Tacoma Venues and Events Department ("TVE").



5. Other Consensus Matters Outside Agreement: Continue to recognize TAL as a Resident Arts Organization regardless of the outcome of the RFP. Existing booking and rate policies will be continued during the time frames contemplated in the Addendum.



Citywide Weekly Briefing for 21 December 2020 to 27 December 2020

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	23-Dec-2019	21-Dec-2020	02-Dec-2019	30-Nov-2020	01-Jan-2019	01-Jan-2020			
	29-Dec-2019	27-Dec-2020	29-Dec-2019	27-Dec-2020	29-Dec-2019	27-Dec-2020			
Persons	64	70	267	266	4099	3704	9.4%▲	0.4%▼	9.6%▼
Assault	58	64	247	242	3661	3369	10.3%▲	2.0%▼	8.0%▼
Homicide (doesn't include Negligent/Justifiable)	0	0	0	2	17	27	0.0%	NC	58.8%▲
Kidnapping/Abduction	1	2	6	4	57	60	100.0%▲	33.3%▼	5.3%▲
Sex Offenses, Forcible	5	4	14	18	363	248	20.0%▼	28.6%▲	31.7%▼
Property	357	328	1635	1456	21290	19886	8.1%▼	10.9%▼	6.6%▼
Arson	1	0	8	5	92	128	100.0%▼	37.5%▼	39.1%▲
Burglary/Breaking and Entering	35	34	139	152	1811	1970	2.9%▼	9.4%▲	8.8%▲
Counterfeiting/Forgery	4	1	11	6	206	144	75.0%▼	45.5%▼	30.1%▼
Destruction/Damage/Vandalism of Property	96	104	450	440	6488	5755	8.3%▲	2.2%▼	11.3%▼
Fraud	37	7	150	42	1853	792	81.1%▼	72.0%▼	57.3%▼
Larceny/Theft	134	116	656	546	8387	8208	13.4%▼	16.8%▼	2.1%▼
Motor Vehicle Theft	39	49	166	200	1639	2077	25.6%▲	20.5%▲	26.7%▲
Robbery	4	10	27	39	439	440	150.0%▲	44.4%▲	0.2%▲
Stolen Property	7	7	25	21	331	310	0.0%	16.0%▼	6.3%▼
Society	20	4	82	41	1163	736	80.0%▼	50.0%▼	36.7%▼
Drug/Narcotic	16	4	64	26	804	448	75.0%▼	59.4%▼	44.3%▼
Pornography/Obscene Material	0	0	1	0	40	33	0.0%	100.0%▼	17.5%▼
Prostitution	0	0	0	1	28	6	0.0%	NC	78.6%▼
Weapon Law Violations	4	0	17	14	291	249	100.0%▼	17.5%▼	14.4%▼
Citywide Totals	441	402	1984	1763	26552	24326	8.8%▼	11.1%▼	8.4%▼

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 60.9% (39/64) of the Assaults were coded Simple Assault.
- There were 47 DV-related offenses.
- 59.6% (28/47) of the DV-related offenses were Persons.
- 43.8% (28/64) of the Assaults were DV-related.
- DV-related Offenses: 58 ▾ 47
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 57 ▾ 44

Top 5 Locations - Compared to last year

- 4502 S Steele St: 12 ▾ 9
- 2424 S 41st St: 11 ▾ 5
- 7880 South Tacoma Way: 0 ↗ 4
- 2315 Westridge Ave W: 1 ↗ 4
- 2411 N Proctor St: 0 ↗ 4

Top 5 Offense Locations - Compared to last year

- Single Family Residence: 61 ↗ 72
- Street/Right Of Way: 63 ↔ 63
- Parking Lot: 71 ▾ 45
- Apartment: 32 ▾ 28
- Sporting Goods Store: 27 ▾ 23



Sector 1 Weekly Briefing for 21 December 2020 to 27 December 2020

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	23-Dec-2019	21-Dec-2020	02-Dec-2019	30-Nov-2020	01-Jan-2019	01-Jan-2020			
	29-Dec-2019	27-Dec-2020	29-Dec-2019	27-Dec-2020	29-Dec-2019	27-Dec-2020			
Persons	9	15	65	50	1018	922	66.7%▲	23.1%▼	9.4%▼
Assault	8	14	62	45	927	846	75.0%▲	27.4%▼	8.7%▼
Homicide (doesn't include Negligent/Justifiable)	0	0	0	0	4	7	0.0%	0.0%	75.0%▲
Kidnapping/Abduction	1	0	2	1	12	12	100.0%▼	50.0%▼	0.0%
Sex Offenses, Forcible	0	1	1	4	75	57	NC	300.0%▲	24.0%▼
Property	78	65	331	291	4698	4333	16.7%▼	12.1%▼	7.8%▼
Arson	1	0	3	3	36	42	100.0%▼	0.0%	16.7%▲
Burglary/Breaking and Entering	7	5	31	31	388	431	28.6%▼	0.0%	11.1%▲
Counterfeiting/Forgery	2	0	3	0	39	25	100.0%▼	100.0%▼	35.9%▼
Destruction/Damage/Vandalism of Property	26	21	116	94	1701	1351	19.2%▼	19.0%▼	20.6%▼
Fraud	9	0	25	4	315	127	100.0%▼	84.0%▼	59.7%▼
Larceny/Theft	27	23	119	99	1760	1787	14.8%▼	16.8%▼	1.5%▲
Motor Vehicle Theft	5	13	23	43	303	414	160.0%▲	87.0%▲	36.6%▲
Robbery	1	2	9	10	101	89	100.0%▲	11.1%▲	11.9%▼
Stolen Property	0	1	2	7	50	57	NC	250.0%▲	14.0%▲
Society	2	0	21	9	267	147	100.0%▼	57.1%▼	44.9%▼
Drug/Narcotic	2	0	16	7	206	98	100.0%▼	56.3%▼	52.4%▼
Pornography/Obscene Material	0	0	1	0	5	5	0.0%	100.0%▼	0.0%
Prostitution	0	0	0	1	5	1	0.0%	NC	80.0%▼
Weapon Law Violations	0	0	4	1	51	43	0.0%	75.0%▼	15.7%▼
Sector Totals	89	80	417	350	5483	5002	10.1%▼	16.1%▼	9.7%▼

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 50.0% (7/14) of the Assaults were coded Simple Assault.
- There were 7 DV-related offenses.
- 57.1% (4/7) of the DV-related offenses were Persons.
- 28.6% (4/14) of the Assaults were DV-related.
- DV-related Offenses: 9 ➤ 7
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 17 ➤ 9

Top 5 Locations - Compared to last year

- 1410 S 21st St: 0 ➤ 3
- 2002 Stewart St: 0 ➤ 2
- 2301 Holgate St: 0 ➤ 2
- 811 S Sheridan Ave: 0 ➤ 2
- 1108 Yakima Ave: 0 ➤ 2
- There were 14 additional locations with 2.

Top 5 Offense Locations - Compared to last year

- Street/Right Of Way: 11 ➤ 14
- Single Family Residence: 8 ➤ 12
- Parking Lot: 18 ➤ 12
- Sporting Goods Store: 1 ➤ 6
- Other Business: 5 ↔ 5



Sector 2 Weekly Briefing for 21 December 2020 to 27 December 2020

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	23-Dec-2019	21-Dec-2020	02-Dec-2019	30-Nov-2020	01-Jan-2019	01-Jan-2020			
	29-Dec-2019	27-Dec-2020	29-Dec-2019	27-Dec-2020	29-Dec-2019	27-Dec-2020			
Persons	8	13	55	48	871	639	62.5%▲	12.7%▼	26.6%▼
Assault	7	13	45	42	754	563	85.7%▲	6.7%▼	25.3%▼
Homicide (doesn't include Negligent/Justifiable)	0	0	0	1	3	6	0.0%	NC	100.0%▲
Kidnapping/Abduction	0	0	1	0	10	5	0.0%	100.0%▼	50.0%▼
Sex Offenses, Forcible	1	0	9	5	104	65	100.0%▼	44.4%▼	37.5%▼
Property	85	77	438	392	5997	5679	9.4%▼	10.5%▼	5.3%▼
Arson	0	0	0	1	13	11	0.0%	NC	15.4%▼
Burglary/Breaking and Entering	10	9	39	41	546	514	10.0%▼	5.1%▲	5.9%▼
Counterfeiting/Forgery	0	0	2	0	54	45	0.0%	100.0%▼	16.7%▼
Destruction/Damage/Vandalism of Property	22	24	111	118	1819	1600	9.1%▲	6.3%▲	12.0%▼
Fraud	13	4	51	13	536	247	69.2%▼	74.5%▼	53.9%▼
Larceny/Theft	31	33	186	171	2539	2641	6.5%▲	8.1%▼	4.0%▲
Motor Vehicle Theft	7	5	36	36	353	460	28.6%▼	0.0%	30.3%▲
Robbery	1	0	10	5	80	94	100.0%▼	50.0%▼	17.5%▲
Stolen Property	1	2	2	5	39	49	100.0%▲	150.0%▲	25.6%▲
Society	4	1	12	7	131	98	75.0%▼	41.7%▼	25.2%▼
Drug/Narcotic	3	1	11	4	95	61	66.7%▼	63.6%▼	35.8%▼
Pornography/Obscene Material	0	0	0	0	7	3	0.0%	0.0%	57.1%▼
Prostitution	0	0	0	0	1	0	0.0%	0.0%	100.0%▼
Weapon Law Violations	1	0	1	3	28	34	100.0%▼	200.0%▲	21.4%▲
Sector Totals	97	91	505	447	6999	6416	6.2%▼	11.5%▼	8.3%▼

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 61.5% (8/13) of the Assaults were coded Simple Assault.
- There were 10 DV-related offenses.
- 70.0% (7/10) of the DV-related offenses were Persons.
- 53.8% (7/13) of the Assaults were DV-related.
- DV-related Offenses: 7 ↗ 10
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 15 ↘ 7

Top 5 Locations - Compared to last year

- 2315 Westridge Ave W: 1 ↗ 4
- 2411 N Proctor St: 0 ↗ 4
- 5100 N Mildred St: 0 ↗ 3
- 102 N G St: 0 ↗ 3
- 1965 S Union Ave: 1 ↗ 3
- 1201 Division Ave: 0 ↗ 3

Top 5 Offense Locations - Compared to last year

- Single Family Residence: 7 ↗ 16
- Street/Right Of Way: 18 ↘ 10
- Apartment: 9 ↔ 9
- Park: 1 ↗ 6
- Grocery Store: 1 ↗ 6



Sector 3 Weekly Briefing for 21 December 2020 to 27 December 2020

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	23-Dec-2019	21-Dec-2020	02-Dec-2019	30-Nov-2020	01-Jan-2019	01-Jan-2020			
	29-Dec-2019	27-Dec-2020	29-Dec-2019	27-Dec-2020	29-Dec-2019	27-Dec-2020			
Persons	28	21	76	67	959	958	25.0%▼	11.8%▼	0.1%▼
Assault	24	20	71	64	854	880	16.7%▼	9.9%▼	3.0%▲
Homicide (doesn't include Negligent/Justifiable)	0	0	0	0	1	6	0.0%	0.0%	500.0%▲
Kidnapping/Abduction	0	1	1	1	15	21	NC	0.0%	40.0%▲
Sex Offenses, Forcible	4	0	4	2	88	51	100.0%▼	50.0%▼	42.0%▼
Property	104	94	435	379	5098	4790	9.6%▼	12.9%▼	6.0%▼
Arson	0	0	1	1	10	32	0.0%	0.0%	220.0%▲
Burglary/Breaking and Entering	9	10	22	41	420	552	11.1%▲	86.4%▲	31.4%▲
Counterfeiting/Forgery	1	1	4	4	52	47	0.0%	0.0%	9.6%▼
Destruction/Damage/Vandalism of Property	27	30	114	109	1412	1319	11.1%▲	4.4%▼	6.6%▼
Fraud	7	2	37	14	481	212	71.4%▼	62.2%▼	55.9%▼
Larceny/Theft	47	37	201	143	2106	1905	21.3%▼	28.9%▼	9.5%▼
Motor Vehicle Theft	9	11	39	56	408	515	22.2%▲	43.6%▲	26.5%▲
Robbery	1	3	6	10	105	119	200.0%▲	66.7%▲	13.3%▲
Stolen Property	3	0	11	0	96	70	100.0%▼	100.0%▼	27.1%▼
Society	4	2	19	8	297	244	50.0%▼	57.9%▼	17.8%▼
Drug/Narcotic	2	2	15	4	193	145	0.0%	73.3%▼	24.4%▼
Pornography/Obscene Material	0	0	0	0	20	21	0.0%	0.0%	5.0%▲
Prostitution	0	0	0	0	6	3	0.0%	0.0%	50.0%▼
Weapon Law Violations	2	0	4	4	78	74	100.0%▼	0.0%	5.1%▼
Sector Totals	136	117	530	454	6354	5992	14.0%▼	14.3%▼	5.7%▼

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 65.0% (13/20) of the Assaults were coded Simple Assault.
- There were 10 DV-related offenses.
- 70.0% (7/10) of the DV-related offenses were Persons.
- 35.0% (7/20) of the Assaults were DV-related.
- DV-related Offenses: 22 ≥ 10
- There was no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 15 ≥ 10

Top 5 Locations - Compared to last year

- 4502 S Steele St: 12 ≥ 9
- 2424 S 41st St: 11 ≥ 5
- 7880 South Tacoma Way: 0 ≥ 4
- 6225 S Adams St: 0 ≥ 3
- 4401 S 64th St: 0 ≥ 3

Top 5 Offense Locations - Compared to last year

- Parking Lot: 21 ≥ 24
- Street/Right Of Way: 17 ↔ 17
- Apartment: 11 ≥ 13
- Single Family Residence: 21 ≥ 11
- Rental/Storage Facility: 0 ≥ 4



Sector 4 Weekly Briefing for 21 December 2020 to 27 December 2020

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	23-Dec-2019	21-Dec-2020	02-Dec-2019	30-Nov-2020	01-Jan-2019	01-Jan-2020			
	29-Dec-2019	27-Dec-2020	29-Dec-2019	27-Dec-2020	29-Dec-2019	27-Dec-2020			
Persons	19	21	71	101	1251	1185	10.5%▲	42.3%▲	5.3%▼
Assault	19	17	69	91	1126	1080	10.5%▼	31.9%▲	4.1%▼
Homicide (doesn't include Negligent/Justifiable)	0	0	0	1	9	8	0.0%	NC	11.1%▼
Kidnapping/Abduction	0	1	2	2	20	22	NC	0.0%	10.0%▲
Sex Offenses, Forcible	0	3	0	7	96	75	NC	NC	21.9%▼
Property	90	92	431	394	5497	5084	2.2%▲	8.6%▼	7.5%▼
Arson	0	0	4	0	33	43	0.0%	100.0%▼	30.3%▲
Burglary/Breaking and Entering	9	10	47	39	457	473	11.1%▲	17.0%▼	3.5%▲
Counterfeiting/Forgery	1	0	2	2	61	27	100.0%▼	0.0%	55.7%▼
Destruction/Damage/Vandalism of Property	21	29	109	119	1556	1485	38.1%▲	9.2%▲	4.6%▼
Fraud	8	1	37	11	521	206	87.5%▼	70.3%▼	60.5%▼
Larceny/Theft	29	23	150	133	1982	1875	20.7%▼	11.3%▼	5.4%▼
Motor Vehicle Theft	18	20	68	65	575	687	11.1%▲	4.4%▼	19.5%▲
Robbery	1	5	2	14	153	138	400.0%▲	600.0%▲	9.8%▼
Stolen Property	3	4	10	9	146	134	33.3%▲	10.0%▼	8.2%▼
Society	10	1	30	17	468	247	90.0%▼	43.3%▼	47.2%▼
Drug/Narcotic	9	1	22	11	310	143	88.9%▼	50.0%▼	53.9%▼
Pornography/Obscene Material	0	0	0	0	8	4	0.0%	0.0%	50.0%▼
Prostitution	0	0	0	0	16	2	0.0%	0.0%	87.5%▼
Weapon Law Violations	1	0	8	6	134	98	100.0%▼	25.0%▼	26.9%▼
Sector Totals	119	114	532	512	7216	6110	4.2%▼	3.8%▼	9.7%▼

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 64.7% (11/17) of the Assaults were coded Simple Assault.
- There were 20 DV-related offenses.
- 50.0% (10/20) of the DV-related offenses were Persons.
- 58.8% (10/17) of the Assaults were DV-related.
- DV-related Offenses: 20 ↗ 20
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 10 ↘ 8

Top 5 Locations - Compared to last year

- 4524 Tacoma Ave S: 0 ↗ 3
- 8726 S Hosmer St: 1 ↗ 3
- 1036 S 74th St: 0 ↗ 3
- 7250 Pacific Ave: 0 ↗ 3
- S 96th St & S Hosmer St: 0 ↗ 3

Top 5 Offense Locations - Compared to last year

- Single Family Residence: 25 ↗ 33
- Street/Right Of Way: 17 ↗ 22
- Sporting Goods Store: 5 ↗ 13
- Parking Lot: 17 ↘ 7
- Driveway: 4 ↗ 6



TO: City Council

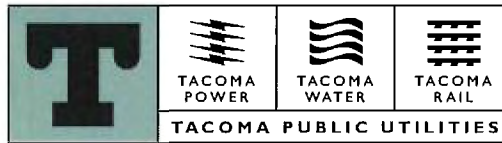
CC: Public Utility Board

FROM: Jackie Flowers, Director of Utilities

DATE: December 24, 2020

RE: 2020 Year-End Additional Compensation/Benefits Report

Please see the attached year-end report on additional compensation, benefits, administrative leave, and/or deferred compensation that I have provided to secure or retain qualified personnel possessing specialized technical/professional skills for TPU unrepresented positions per TMC 1.12.110 (D, H, I), 1.12.115(E), 1.12.116(B), and 1.12.250(C-2). The attached report is the cumulative list for 2020.



2020 Additional Compensation/Benefits Report

1. TMC 1.12.110 D Moving, temporary lodging and/or temporary housing cost supplements.

Employee Name	Amount	Purpose
Burns, Heather	Up to \$5,000	Moving
Scott, Antoine	Up to \$10,500	Moving

2. TMC 1.12.110 H Additional Compensation, Benefits or Both Paid Secure or Retain Key Personnel in unrepresented positions.

a) Public Utility Board

Employee Name	Amount	Purpose (secure/retain)

b) Director of Utilities

Employee Name	Amount	Purpose (recruit/retain)
Collins, Jodi	\$5,000	Retain
Jackson, Anne	\$15,000	Retain
Jacobs, Charleen	\$15,000	Retain
Neal, Romela	\$15,000	Retain
Tomlinson, Gareth	\$15,000	Retain

3. TMC 1.12.110 H Employee Termination Severance Benefits Paid Pursuant to an employment agreement.

Employee Name	Amount

4. TMC 1.12.110 I Employee Termination Severance Benefits Paid pursuant to a department reorganization, streamlining, elimination of duplication, layoff, or other such efforts.

Employee Name	Amount

5. TMC 1.12.115 Deferred Compensation Contributions to secure or retain key management personnel in unrepresented positions.

Employee Name	Amount	Purpose (secure/retain)
Eshbach, Shirley	\$10,000	Retain

6. TMC 1.12.116 Defined Contribution Plan Contributions

Employee Name	Amount	Purpose (secure/retain)

7. TMC 1.12.250 C 2 Administrative Leave provided to employees in overtime Category D (overtime exempt) or E (overtime exempt unless due to emergency situation) in full day increments.

Employee Name	Amount
Bahr, Logan	40 hours
Brown, Michelle	24 hours
Buchler, Melissa	24 hours
Burns, Heather	40 hours
Collins, Jodi	40 hours
Edwards, Nicole	24 hours
Erben, Erin	40 hours
Galuska, Gretchen	24 hours
Johnson, Hannah	24 hours
Knickerbocker, Jessica	40 hours
Laughlin, Jennifer	24 hours
Leinneweber, Christina	24 hours
Mauro, Keeley	24 hours
Nystrom, Sarah	16 hours
Rhubright, Michelle	40 hours
Rose, Courtney	40 hours
Schmidt, Linde	40 hours
Scott, Antoine	32 hours
Smith, Kevin	40 hours
Turner, Christina	40 hours
Vo, Lyna	24 hours



MEETINGS FOR THE WEEK OF JANUARY 4, 2021 THROUGH JANUARY 8, 2021

TIME	MEETING	LOCATION
MONDAY, JANUARY 4, 2021		
5:30 PM	Tacoma Creates Advisory Board	Join Zoom Meeting at: https://zoom.us/j/81293463430 Telephonic: Dial 253-215-8782 Meeting ID: 812 9346 3430 Passcode: 337692
TUESDAY, JANUARY 5, 2021		
9:00 AM	Hearing Examiner's Hearing *	Please visit https://cityoftacoma.org/hearingexaminer
9:00 AM	Police Pension/Disability Board	Join Zoom Meeting at: https://zoom.us/j/83878171505 Telephonic: Dial 253-215-8782 Meeting ID: 838 7817 1505 Passcode: 858492
10:00 AM	Government Performance and Finance Committee	Join Zoom Meeting at: https://zoom.us/j/84416690206 Telephonic: Dial 253-215-8782 Meeting ID: 844 1669 0206 Passcode: 614650
11:00 AM	Bid Opening**	Please visit http://www.tacomapurchasing.org
NOON	City Council Study Session	Join Zoom Meeting at: https://zoom.us/j/89496171192 Telephonic: Dial 253-215-8782 Meeting ID: 894 9617 1192 Passcode: 896569
5:00 PM	City Council Meeting	Join Zoom Meeting at: https://zoom.us/j/84834233126 Telephonic: Dial 253-215-8782 Meeting ID: 848 3423 3126 Passcode: 349099
WEDNESDAY, JANUARY 6, 2021		
3:00 PM	Mayor's Youth Commission	Please contact Bucoda Warren at Bucoda.Warren@cityoftacoma.org
3:00 PM	Tacoma-Pierce County Board of Health	Please visit https://www.tpchd.org/i-want-to-/about-us/board-of-health/board-of-health-meetings
5:00 PM	Planning Commission	Join Zoom Meeting at: https://zoom.us/j/86813504214 Telephonic: Dial 253-215-8782 Meeting ID: 868 1350 4214
THURSDAY, JANUARY 7, 2021		
9:00 AM	Hearing Examiner's Hearing *	Please visit https://cityoftacoma.org/hearingexaminer
10:00 AM	Fire Pension/Disability Board	Join Zoom Meeting at: https://zoom.us/j/83951268995 Telephonic: Dial 253-215-8782 Meeting ID: 839 5126 8995 Passcode: 535569
5:00 PM	Civil Service Board Meeting & Study Session	Join Zoom Meeting at: https://zoom.us/j/89113164086 Telephonic: Dial 253-215-8782 Meeting ID: 891 1316 4086 Passcode: 221258
FRIDAY, JANUARY 8, 2021		
8:00 AM	Joint Municipal Action Committee	Join Zoom Meeting at: https://zoom.us/j/84064886981 Telephonic: Dial 253-215-8782 Meeting ID: 840 6488 6981
4:00 PM	Tacoma Area Commission on Disabilities	Please contact Lucas Smiraldo at LSmiraldo@cityoftacoma.org



Meeting sites are accessible to people with disabilities. People with disabilities requiring special accommodations should contact the appropriate department(s) 48 hours prior to the meeting time.

* Hearing Examiner's Hearings and Local Improvement District Meetings meet on an as-needed basis. Please contact the Hearing Examiner's Office at (253) 591-5195 to confirm whether a meeting will be held this week. Hearings may be held at various times throughout the day.

** Bid Opening will be held on an as-needed basis. Please contact the Finance Procurement and Payables Office at 253-502-8468 or www.tacomapurchasing.org to confirm whether Bid Opening will be held.

Date	Meeting	Subject	Department	Background
January 5, 2021	City Council Study Session (dial-in 12:00pm)	Systems Transformation	City Manager's Office	City Manager Elizabeth Pauli will be giving an update on Systems Transformation
	City Council Meeting (dial-in, 5:00 PM)			
January 12, 2021	City Council Study Session (dial-in 12:00pm)	Systems Transformation	City Manager's Office	City Manager Elizabeth Pauli will be giving an update on Systems Transformation
	City Council Meeting (dial-in, 5:00 PM)			
January 19, 2021	Cancelled			
January 26, 2021	City Council Study Session dial-in Noon	Ammo Tax	City Manager's Office	Staff will provide an update on the Ammo Tax
		Systems Transformation	City Manager's Office	City Manager Elizabeth Pauli will be giving an update on Systems Transformation
	Committee of the Whole (dial-in 3:00 pm)	Implicit Bias Training	OEHR	
	City Council Meeting (dial-in, 5:00 PM)			

Community Vitality and Safety			
Committee Members: Blocker (Chair), Beale, Hines, Ushka, Executive Liaison: Linda Stewart; Staff Support - Bucoda		2nd and 4th Thursdays 4:30 p.m. Room 248	CBC Assignments: • Citizen Police Advisory Committee • Human Services Commission • Human Rights Commission • Housing Authority • Commission on Disabilities • Library Board • Tacoma Community Redevelopment Authority
	Topic	Presenter	Description
January 14, 2021	Interviews for the Human Services Commission	Doris Sorum, City Clerk	
January 28, 2021			
February 11, 2021	Interviews for the Tacoma Community Redevelopment Authority	Doris Sorum, City Clerk	
February 25, 2021	Interviews for the Human Rights Comission	Doris Sorum, City Clerk	

Government Performance and Finance Committee

Committee Members: Hines, Hunter (chair), Thoms (vice chair), and Walker Alternate - Blocker

Executive Liaison: Andy Cherullo; **Staff Support -** Bucoda Warren

1st and 3rd Tuesday

10 a.m.

Room 248

CBC Assignments: •Public Utility Board
•Board of Ethics •Audit Advisory Board •Civil Service Board

	Topic	Presenter	Description
January 5, 2021	Appointment to the Audit Advisory Board	Doris Sorum, City Clerk	GPFC Members will reappoint the current member on the Audit Advisory board.
January 19, 2021	Continuous Improvement Program	Ben Thurgood, Assistant Director, Human Resources	
February 2, 2021			
February 16, 2021			

Infrastructure, Planning and Sustainability Committee			
Committee Members: McCarthy (Chair), Beale (Vice Chair), Hunter, & Walker; Alternate-Ushka Executive Liaison: Mike Slevin; Coordinator: Claire Goodwin		2nd and 4th Wednesdays 4:30pm Virtual Meeting	CBC Assignments: •Sustainable Tacoma Commission •Planning Commission •Landmarks Preservation Commission •Board of Building Appeals •Transportation Commission
	Topic	Presenters	Description
January 13, 2021	Board of Building Appeals Interviews	Doris Sorum, City Clerk	2 vacancies
	Landmarks Commission Recommendations for Historic Designation of 201 N Yakima Avenue	Reuben McKnight, Historic Preservation Officer	Staff and the Landmarks Commission Chair will present the Landmarks Preservation Commission's recommendations for demolition review and nomination to the Tacoma Register of Historic Places of 201 N Yakima Avenue.
	2021 IPS Calendar Topics	Chair Conor McCarthy	Committee interest in topics to be heard for 2021.
January 27, 2021	Landmark Preservation Commission Interviews	Doris Sorum, City Clerk	

Economic Development Committee			
Committee Members: Thoms (chair), Blocker, McCarthy, Ushka, Alternate-Beale Executive Liaison: Tadd Wille; Staff Support - Lynda Foster		2nd, 4th, and 5th Tuesdays 10:00 a.m. Room 248	CBC Assignments: •Tacoma Arts Commission •Greater Tacoma Regional Convention Center Public Facilities District •City Events and Recognition Committee •Tacoma Creates Advisory Board
	Topic	Presenter	Description
January 12, 2021	<i>Status and Prospects: Federal Funding for COVID Recovery</i>	Community & Economic Development Department	
January 26, 2021	<i>Training and Employment Program Updates</i>	Clifford Armstrong III, EIC, Workforce Program Manager, Community & Economic Development Department	Informational Briefing on updates to the Training and Employment Program that implement enhancements to the program identified in 2019 and 2020 with stakeholders