

BEN FRANKLIN TRANSIT

RESOLUTION 51-2016

A RESOLUTION APPROVING THE REVISED 2016 CAPITAL BUDGET

- WHEREAS, THE AUTHORITY OF BEN FRANKLIN TRANSIT IS REQUIRED by law to adopt a budget for 2016 prior to incurring expenses in 2016; and
- WHEREAS, THE BOARD approved the 2016 Operating and Capital Budgets via Resolution 51-2015 on November 12, 2015; and
- WHEREAS, EXHIBITS A, B, C, and D ATTACHED TO THIS RESOLUTION show the originally adopted Capital Budget and a detailed breakdown of the revised Capital Budget proposal; and
- WHEREAS, there are no proposed changes to the 2016 Operating Budget at this time.

NOW, THEREFORE, BE IT RESOLVED BY THE BEN FRANKLIN TRANSIT BOARD OF DIRECTORS THAT:

1. The revised 2016 Capital Budget shown in Table II of Exhibit B and the Capital Projects Details shown in Exhibit D (which are attached to this Resolution and incorporated herein by reference) are hereby adopted by Ben Franklin Transit effective July 14, 2016.
2. The Board hereby authorizes the General Manager to file the FY 2016 Federal and State grants in an amount not to exceed BFT's apportionment sufficient to claim all available current and prior year funds available for BFT.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting held Thursday, July 14, 2016, 1000 Columbia Park Trail, Richland, Washington.

ATTEST:


Michaela Dimas, Clerk of the Board


Matt Watkins, Chairman

APPROVED AS TO FORM BY:


Patrick T. Roach, BFT Legal Counsel

Table I Enterprise Fund 2016 Budget (\$)				
	Total	Operating	Capital	Reserves
Revenues				
Local				
Fares	3,872,069	3,872,069		
Contracted Services	158,000	158,000		
Sales Tax	30,183,712	26,402,283	1,216,061	2,565,369
Other	702,000	702,000		
Capital Reserves				
State				
Special Needs	568,030	568,030		
Federal				
FFY 2015 5307/5340 Formula	6,249,101	2,200,000	4,049,101	
FFY 2015 5310 Mobility/Disabilities	-		-	
FFY 2015 5339 Bus/Facilities Formula	815,141		815,141	
Total Revenues	42,548,053	33,902,382	6,080,303	2,565,369
Operating Expenditures				
Bus Operations	11,564,599	11,564,599		
Dial A Ride	9,978,123	9,978,123		
General Demand	867,721	867,721		
Vanpool	2,289,329	2,289,329		
Maintenance	1,407,203	1,407,203		
Human Resources	1,352,454	1,352,454		
General Administration	2,685,609	2,685,609		
Service Development	3,757,345	3,757,345		
Total Operating Expenditures	33,902,382	33,902,382	-	-

Table II 2016 Capital Budget (\$)				
	Local	State	Federal	Total
Fleet Program	1,066,861		4,267,442	5,334,303
Facilities Program	124,000		256,000	380,000
Equipment Program	38,200		72,800	111,000
Transit Technologies Program	20,000		80,000	100,000
Safety & Security Program	6,000		24,000	30,000
Planning Program	25,000		100,000	125,000
Other Program				-
Contingency				-
Total Capital Projects	1,280,061	0	4,800,242	6,080,303

Exhibit B
Proposed Budget Revision

Table I 2016 Enterprise Fund Budget (\$)				
	Total	Operating	Capital	Reserves
Revenues				
Local				
Fares	3,872,069	3,872,069		
Contracted Services	158,000	158,000		
Sales Tax	30,183,712	26,391,619	1,216,061	2,576,032
Other	856,000	702,000	154,000	
Capital Reserves			895,765	
State				
2015-2017 WSDOT Vanpool Investment Program	446,875		446,875	
Special Needs	568,030	568,030		
Federal				
FFY 2015 5307/5340 Formula	6,861,792	2,200,000	4,661,792	
FFY 2015 5310 Mobility/Disabilities	157,452		157,452	
FFY 2015 5339 Bus/Facilities Formula	815,141		815,141	
Total Revenues	43,919,071	33,891,718	8,347,086	2,576,032
Operating Expenditures				
Bus Operations	11,467,427	11,467,427		
Dial A Ride	10,086,083	10,086,083		
General Demand	887,066	887,066		
Vanpool	2,277,937	2,277,937		
Maintenance	1,430,453	1,430,453		
Human Resources	1,302,022	1,302,022		
General Administration	2,684,442	2,684,442		
Service Development	3,756,289	3,756,289		
Total Operating Expenditures	33,891,718	33,891,718	-	-

Table II 2016 Capital Budget (\$)				
	Local	State	Federal	Total
Fleet Program	1,697,645	446,875	5,212,080	7,356,600
Facilities Program	523,181	-	322,305	845,486
Equipment Program	20,000	-	-	20,000
Transit Technologies Program	-	-	-	-
Planning Program	25,000	-	100,000	125,000
Other Program	-	-	-	-
Contingency	-	-	-	-
Total Capital Projects	2,265,826	446,875	5,634,385	8,347,086

Exhibit B
Proposed Budget Revision

2016 Capital Budget - Details Funding Sources				
Source	Local	State	Federal	Total
Local	\$ 2,265,826	\$ -	\$ -	\$ 2,265,826
Sales Tax	1,216,061			1,216,061
Other	154,000			154,000
Reserves	895,765			895,765
State	-	446,875	-	446,875
Program		446,875		446,875
Federal	-	-	5,634,385	5,634,385
FFY 2015 5307/5340 Formula			4,661,792	4,661,792
FFY 2015 5310 Mobility/Disabilities			157,452	157,452
FFY 2015 5339 Bus/Facilities Formula			815,141	815,141
Total	\$ 2,265,826	\$ 446,875	\$ 5,634,385	\$ 8,347,086

2016 Capital Budget - Details Project Details				
Project	Local	State	Federal	Total
Fleet Program	\$ 1,697,645	\$ 446,875	\$ 5,212,080	\$ 7,356,600
Fixed Route - 13	1,263,657		5,054,628	6,318,285
Dial-A-Ride - 2	126,000			126,000
Dial-A-Ride (5310 funds) - 2	67,363		157,452	224,815
Vanpool - 25	240,625	446,875		687,500
Non-Revenue Service Vehicles				-
Facilities Program	523,181	-	322,305	845,486
Transit Center Renovations	459,576		322,305	781,881
Maintenance Facility Upgrades	60,000			60,000
Passenger Amenities	3,605			3,605
Property Acquisition				-
Equipment Program	20,000	-	-	20,000
Bus Camera Retro Fit - 13				-
Portable Steam Cleaner	20,000			20,000
Transit Technologies Program	-	-	-	-
Data Collection				-
MOA Security				-
Software				-
Planning/Studies Program	25,000	-	100,000	125,000
Passenger Amenities Study	25,000		100,000	125,000
Total	\$ 2,265,826	\$ 446,875	\$ 5,634,385	\$ 8,347,086

EXHIBIT C Original
Capital Projects Details

Completed Projects

Budget Yr	Project#	Project Description	QTY	Total Project Budget	LTD Expenses (inc. projected 2015)	2016 Project Budget	Remaining Project Budget
Fleet Program							
2013	FLT0001	BUS Contract 907A (2) & 919 (4)	6	2,690,324	2,597,191		93,133
2013	FLT0002	DAR-Contract 916	44	3,770,000	3,640,735		129,265
2013	FLT0003	VAN-Contract 932	35	995,354	979,728		15,626
2014	FLT0004	VAN-Contract 943 (24) (6)	30	705,000	694,909		10,091
Equipment Program							
2014	EQP0001	BUS Radio Retro Fit (61 Retro Fit)		120,000	99,937		20,063
2014	EQP0002	DAR Radio Retro Fit		60,000	58,115		1,885
2014	EQP0003	BUS/DAR Camera Upgrade		22,600	16,730		5,870

Open and New Projects

Budget Yr	Project#	Project Description	QTY	Total Project Budget 1	LTD Expenses (inc. projected 2015)	2016 Project Budget 2	Remaining Project Budget
Fleet Program							
2014	FLT0005	BUS-Contract 945 (7) & 957 (3 Trolleys)	10	4,924,669			4,924,669
2015	FLT0006	NON-REVENUE Service Vehicles	5	125,000	28,197	96,803	96,803
2015	FLT0007	DAR	21	1,908,608			1,908,608
2016		BUS	10	4,500,000		4,500,000	4,500,000
2016		VAN 15 Passenger	25	737,500		737,500	737,500
Facilities Program							
2014	FAC0001	Tulip Lane PNR		740,625	211,071		529,554
2014	FAC0002	Maint Facility Upgrade Hoist, Auto Fluid Disp, DEF, Maint Bays Upgrade,		213,235	53,235	160,000	160,000
2014	FAC0003	Transit Centers - Renovation 22nd, Knight, 3 Rivers		780,055	53,286		726,769
2014	FAC0004	Bus Stop Upgrades Pads/Benches/Shelters/Art/Communications		192,631	97,631	95,000	95,000
2015	FAC0005	MOA Offices Upgrade		30,000	4,101		25,899
2016		Property Acquisition		125,000		125,000	125,000
Equipment Program							
2014	EQP0004	DAR MDTs (53)		178,174	167,485		10,689
2016		BUS Camera Retro Fit (13)		91,000		91,000	91,000
2016		Portable Steam Cleaner		20,000		20,000	20,000
Transit Technologies Program							
2014	TEC0001	Data Collection - APC, GPC, Fare Collection		297,000	-	100,000	297,000
Transit Security & Safety Program							
	TSS0001	MOA Security		30,000	-	30,000	30,000
Planning / Studies							
2015	PLN0001	Passenger Amenities Study		125,000	-	125,000	125,000
Other Program							
2015	OTH0001	ERMS Needs Analysis/Project Scoping		75,000	-		75,000
2015	OTH0002	Board Room Upgrades		10,000	1,272		8,728
		TOTAL:		15,103,497	616,279	6,080,303	14,487,218
		New Project Needing Board Approval					
		¹⁾ Red lettering in 2016 Projected Budgeted indicates funding program					
		²⁾ Red lettering in Total Project Budget indicates an increase to the project amount					

Capital Projects Details

Open and New Projects

Budget Yr	Project#	Project Description	QTY	Revised Total Project Budget	LTD Expenses as of 6/30/2016	Original 2016 Capital Budget	Proposed Changes 2016 Capital Budget 1	Revised 2016 Capital Budget	Remaining Project Budget
Fleet Program									
2014	FLT0005	BUS-Contract 945 (7) & 957 (3 Trolleys)	10	4,857,785	3,162,785	-	-	-	1,695,000
2015	FLT0006	NON-REVENUE Service Vehicles	5	125,000	81,911	96,803	(96,803)	-	43,089
2016	FLT0007	DAR	23	2,034,608	-	-	126,000	126,000	2,034,608
2016	FLT0007	DAR - 5310 Funds	7	612,117	-	-	224,815	224,815	612,117
2016	FLT0008	BUS	13	6,389,500	-	4,500,000	1,818,285	6,318,285	6,389,500
2016	FLT0009	VAN 15 Passenger	25	687,500	-	737,500	(50,000)	687,500	687,500
Facilities Program									
2014	FAC0002	Maint Facility Upgrade Hoist, Auto Fluid Disp, DEF, Maint Bays Upgrade,		113,235	111,342	160,000	(100,000)	60,000	1,893
2014	FAC0003								
2014	FAC0009	Transit Centers - Renovation 22nd & Knight		1,449,721	66,959	-	781,881	781,881	1,382,762
2014	FAC0007	Transit Centers - Renovation 3 Rivers		18,040	6,238	-	-	-	11,803
2014	FAC0004	Bus Stop Upgrades							
2014	FAC0004	Pads/Benches/Shelters/Art/Communications		101,240	101,240	95,000	(91,395)	3,605	-
2015	FAC0005	MOA Offices Upgrade		40,000	27,133	-	-	-	12,867
2016	FAC0011	Property Acquisition		-	-	125,000	(125,000)	-	-
Equipment Program									
2016	EQP0003	BUS Camera Retro Fit (13)		-	-	91,000	(91,000)	-	-
2014	EQP0004	DAR MDTs (53)		178,174	169,028	-	-	-	9,146
2016	EQP0005	Portable Steam Cleaner		20,000	15,101	20,000	-	20,000	4,899
Transit Technologies Program									
2014	TEC0001	Data Collection - APC, GPC, Fare Collection		18,826	-	100,000	(100,000)	-	18,826
2015	TEC0003	MOA Security		11,000	5,350	30,000	(30,000)	-	5,650
Planning / Studies									
2015	PLN0002	Passenger Amenities Study		125,000		125,000	-	125,000	125,000
Other Program									
2015	OTH0001	ERMS Needs Analysis/Project Scoping		75,000	-	-	-	-	75,000
		TOTAL:		16,856,746	3,747,086	6,080,303	2,266,783	8,347,086	13,109,660
		New Project Needing Board Approval							
		¹⁾ Red lettering indicates program changes							

Completed Projects

Budget Yr	Project#	Project Description	QTY	Revised Total Project Budget	LTD Expenses as of 6/30/2016	Original 2016 Capital Budget	Proposed Changes 2016 Capital Budget 1	Revised 2016 Capital Budget	Remaining Project Budget
Fleet Program									
2013	FLT0001	BUS Contract 907A (2) & 919 (4)	6	2,597,191	2,597,191	-			-
2013	FLT0002	DAR-Contract 916	44	3,640,735	3,640,735	-			-
2013	FLT0003	VAN-Contract 932	35	979,944	979,944	-			-
2014	FLT0004	VAN-Contract 943 (24) (6)	30	695,270	695,270	-			-
Equipment Program									
2014	EQP0001	BUS Radio Retro Fit (61 Retro Fit)		120,000	99,937	-			20,063
2014	EQP0002	DAR Radio Retro Fit		60,000	61,988	-			(1,988)
2014	EQP0003	BUS/DAR Camera Upgrade		22,600	13,420	-			9,180
Facilities Program									
2014	FAC0001	Tulip Lane PNR		862,247	864,629	-			(2,382)
2014	FAC0001	Tulip Lane East Bus Pull-Out		87,371	83,677	-			3,694
Transit Technologies Program									
2014	TEC0002	DAR / Bus Phone Upgrade		76,600	68,674	-			7,926

Memorandum

Date: June 28, 2016

To: Gloria Boyce, General Manager

From: Kevin Hebdon, Interim Administrative Services Manager

RE: 2016 Capital Budget Revision

This memo presents increases to the adopted 2016 Capital Budget in the amount of \$2,266,783. There are no proposed changes to the 2016 Operating Budget at this time. The Capital Budget increases are due to grant funding that is available and final planning and programming of those grant funds that have been finalized for fiscal year 2016. Major changes are as follows:

Fleet Changes – Increase of \$2,022,297

- Increase the quantity of Fixed Route buses from 10 to 13
- Increase the quantity of Dial-A-Ride vehicles from 21 to 23 for projects separate of Section 5310 funds
- Increase the quantity of Section 5310 funded Dial-A-Ride vehicles from 5 to 7 (Please note that the project reflecting the 5 vehicles that were approved in prior years wasn't reflected on the original Capital Projects Details for 2016.)
- Revise non-revenue vehicle acquisitions of \$96,803 to future years

Revised to Future Years – Decrease of \$537,395

- Revise property acquisition of \$125,000 to future years
- Revise auto fluid dispensing of \$100,000 to future years
- Revise data collection of \$100,000 to future years
- Revise bus shelter acquisitions of \$91,395 to future years
- Revise MOA security of \$30,000 to future years
- Revise bus camera retrofit of \$91,000

Additional Funding to existing Projects – Increase of \$781,881

- Increase to 22nd Street and Knight Street Transit Center renovations. This increase is for enhanced upgrades to the design of the facilities to include longer range improvements and additional passenger amenities - \$781,881
 - \$402,881 at 80/20 split with section 5307 Federal funds
 - \$379,000 local funds

Capital Projects	ORIGINAL				PROPOSED				Difference
	Local	State	Federal	Total	Local	State	Federal	Total	
Fleet Program	\$1,066,861	\$ -	\$4,267,442	\$5,334,303	\$1,697,645	\$ 446,875	\$5,212,080	\$7,356,600	\$2,022,297
Facilities Program	124,000	-	256,000	380,000	523,181	-	322,305	845,486	465,486
Equipment Program	38,200	-	72,800	111,000	20,000	-	-	20,000	(91,000)
Transit Technologies Program	26,000	-	104,000	130,000	-	-	-	-	(130,000)
Planning/Studies Program	25,000	-	100,000	125,000	25,000	-	100,000	125,000	-
Total	\$1,280,061	\$ -	\$4,800,242	\$6,080,303	\$2,265,826	\$ 446,875	\$5,634,385	\$8,347,086	\$2,266,783

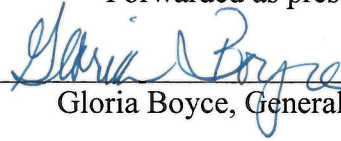
Capital Budget

Enclosed are the original 2016 Operating and Capital Budget tables I and II (Exhibit A), revised 2016 Operating and Capital Budget tables I and II (Exhibit B), original 2016 Capital Projects Details (Exhibit C), and the revised 2016 Capital Projects Details (Exhibit D). With these revisions to the 2016 Capital Budget, staff can then program the appropriate federal and state grants.

Recommendation

Approve increases to the 2016 Capital Budget in the amount of \$2,266,783; from \$6,080,303 to \$8,347,086 as summarized in Exhibits B and D. Staff also recommends the Board delegate authority to the General Manager to file the FY 2016 Federal and State grants in an amount not to exceed BFT's apportionment sufficient to claim all available current and prior year funds available to BFT.

Forwarded as presented:

A handwritten signature in blue ink, appearing to read "Gloria Boyce", is written over a horizontal line.

Gloria Boyce, General Manager