

BEN FRANKLIN TRANSIT

RESOLUTION 63-2016

A RESOLUTION APPROVING A SECOND REVISION TO THE 2016 CAPITAL BUDGET

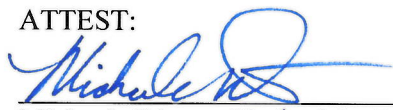
- WHEREAS, the authority of Ben Franklin Transit is required by law to adopt a budget for 2016 prior to incurring expenses in 2016; and
- WHEREAS, the BOARD approved the 2016 Operating and Capital Budgets via Resolution 51-2015 on November 12, 2015; and
- WHEREAS, the BOARD approved the Revised 2016 Operating and Capital Budgets via Resolution 51-2016 on July 14, 2016; and
- WHEREAS, Exhibit A attached to this resolution shows the adopted Capital Budget and Exhibit B attached shows a detailed breakdown of the revised Capital Budget proposal; and
- WHEREAS, there are no proposed changes to the 2016 Operating Budget.

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

1. The revised 2016 Capital Budget shown in Table II and the Capital Projects Details shown in Exhibit B (which is attached to this Resolution and incorporated herein by reference) are hereby adopted by Ben Franklin Transit effective November 10, 2016.
2. The Board hereby authorizes the General Manager to make the necessary revisions to 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.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting held Thursday, November 10, 2016, 1000 Columbia Park Trail, Richland, Washington.

ATTEST:


Michaela Dimas, Clerk of the Board


Matt Watkins, Chairman

APPROVED AS TO FORM BY:

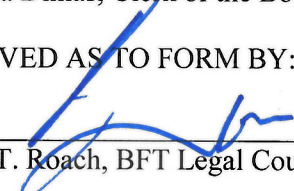
for: 
Patrick T. Roach, BFT Legal Counsel

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 A
Approved per
Resolution 51-2016

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
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
Equipment Program	20,000	-	-	20,000
Bus Camera Retro Fit - 13				-
Portable Steam Cleaner	20,000			20,000
Transit Technologies Program	-	-	-	-
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

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	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 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

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	702,000	702,000	-	
Capital Reserves			1,233,515	
State				
2015-2017 WSDOT Vanpool Investment Program	625,625		625,625	
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	43,943,821	33,891,718	8,709,586	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	1,881,395	625,625	5,212,080	7,719,100
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	2,449,576	625,625	5,634,385	8,709,586

Exhibit B
Proposed Budget Revision

2016 Capital Budget - Details Funding Sources				
Source	Local	State	Federal	Total
Local	\$ 2,449,576	\$ -	\$ -	\$ 2,449,576
Sales Tax	1,216,061			1,216,061
Other				-
Reserves	1,233,515			1,233,515
State	-	625,625	-	625,625
Program		625,625		625,625
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	\$ 2,449,576	\$ 625,625	\$ 5,634,385	\$ 8,709,586

2016 Capital Budget - Details Project Details				
Project	Local	State	Federal	Total
Fleet Program	\$ 1,881,395	\$ 625,625	\$ 5,212,080	\$ 7,719,100
Fixed Route - 13	1,263,657		5,054,628	6,318,285
Dial-A-Ride				-
Dial-A-Ride (5310 funds) - 2	39,363		157,452	196,815
Vanpool - 35	578,375	625,625		1,204,000
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
Equipment Program	20,000	-	-	20,000
Bus Camera Retro Fit - 13				-
Portable Steam Cleaner	20,000			20,000
Transit Technologies Program	-	-	-	-
Planning/Studies Program	25,000	-	100,000	125,000
Passenger Amenities Study	25,000		100,000	125,000
Total	\$ 2,449,576	\$ 625,625	\$ 5,634,385	\$ 8,709,586

Capital Projects Details Open and New Projects

Budget Yr	Project#	Project Description	QTY	Revised Total Project Budget	LTD Expenses as of 9/30/2016	Approved 2016 Capital Budget	Proposed Changes 2016 Capital Budget 1	Revised 2016 Capital Budget	Prior Year(s) Capital Budget Revision	Remaining Project Budget
Fleet Program										
2014	FLT0005	BUS-Contract 945 (7) & 957 (3 Trolleys)	10	4,857,785	3,163,179	-	-	-	-	1,694,606
2015	FLT0006	NON-REVENUE Service Vehicles	5	125,000	81,911	-	-	-	-	43,089
2016	FLT0007	DAR	10	991,087	-	126,000	(126,000)	-	(1,000,000)	991,087
2016	FLT0007	DAR - 5310 Funds	6	584,117	-	224,815	(28,000)	196,815	-	584,117
2016	FLT0008	BUS	13	6,389,500	-	6,318,285	-	6,318,285	-	6,389,500
2016	FLT0009	VAN	35	1,204,000	-	687,500	516,500	1,204,000	-	1,204,000
Facilities Program										
2014	FAC0002	Maint Facility Upgrade Hoist, Auto Fluid Disp, DEF, Maint Bays Upgrade,		113,235	111,342	60,000	-	60,000	-	1,893
2014	FAC0003	Transit Centers - Renovation 22nd & Knight		1,449,721	68,774	781,881	-	781,881	-	1,380,947
2014	FAC0007	Transit Centers - Renovation 3 Rivers		18,040	6,238	-	-	-	-	11,802
2014	FAC0004	Bus Stop Upgrades Pads/Benches/Shelters/Art/Communications		101,240	101,240	3,605	-	3,605	-	(0)
2015	FAC0005	MOA Offices Build Outs		40,000	30,502	-	-	-	-	9,498
2016	FAC0011	Property Acquisition		-	-	-	-	-	-	-
2016	FAC0013	CAT 6 Cabling/Wiring of Maintenance Facility		35,000	-	-	-	-	-	35,000
Equipment Program										
2016	EQP0005	Portable Steam Cleaner		20,000	15,101	20,000	-	20,000	-	4,899
2016	EQP0006	BUS Camera Retro Fit (13)		100,000	-	-	-	-	-	100,000
Transit Technologies Program										
2014	TEC0001	Data Collection - APC, GPC, Fare Collection		18,826	-	-	-	-	-	18,826
2015	TEC0003	MOA Security		11,000	5,350	-	-	-	-	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:		16,258,551	3,583,637	8,347,086	362,500	8,709,586	(1,000,000)	12,674,914
		New Project Needing Board Approval								
		¹⁾ Red lettering indicates program changes (closeout, funding request, etc.)								

Capital Projects Details Completed Projects

Budget Yr	Project#	Project Description	QTY	Revised Total Project Budget	LTD Expenses as of 9/30/2016	Approved 2016 Capital Budget	Proposed Changes 2016 Capital Budget 1	Revised 2016 Capital Budget	Prior Year(s) Capital Budget Revision	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
2014	EQP0004	DAR MDTs (53)		178,174	169,028	-	-	-		9,146
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: October 20, 2016

To: Gloria Boyce, General Manager

From: Kevin Hebdon, Administrative Services Manager; Julie Thompson Sr. Budget/Grant Analyst

RE: 2016 Capital Budget Revision

This memo presents increases to the adopted 2016 Capital Budget in the amount of \$362,500. 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 \$362,500

- Increase the quantity of Vanpool vehicles from 25 to 35
 - Requirement to fully utilize Washington State Vanpool Investment Program funding for 35 replacement vehicles by June 30, 2017.
- Decrease the quantity of Dial-A-Ride vehicles from 23 to 10 for projects separate of Section 5310 funds.
 - Decision to utilize Washington State Consolidated Grant Program funding that is currently part of the approved Capital projects as Operating Assistance for 2017.
 - Clarification received from the Federal Transit Administration (FTA) regarding proper utilization of the recent DAR vehicle fuel tank settlement.
- Decrease the quantity of Section 5310 funded Dial-A-Ride vehicles from 7 to 6
 - Clarification received from the FTA regarding proper utilization of the recent DAR vehicle fuel tank settlement.

Capital Projects	ORIGINAL - RES 51-2016				PROPOSED				Difference
	Local	State	Federal	Total	Local	State	Federal	Total	
Fleet Program	\$1,697,645	\$446,875	\$5,212,080	\$7,356,600	\$1,881,395	\$625,625	\$5,212,080	\$7,719,100	\$ 362,500
Facilities Program	523,181	-	322,305	845,486	523,181	-	322,305	845,486	-
Equipment Program	20,000	-	-	20,000	20,000	-	-	20,000	-
Transit Technologies Program	-	-	-	-	-	-	-	-	-
Planning/Studies Program	25,000	-	100,000	125,000	25,000	-	100,000	125,000	-
Total	\$2,265,826	\$446,875	\$5,634,385	\$8,347,086	\$2,449,576	\$625,625	\$5,634,385	\$8,709,586	\$ 362,500

Capital Budget

Enclosed are the 2016 Operating and Capital Budget Tables I and II and project details (Exhibit A) as per Resolution 51-2016 and proposed revisions to the 2016 Operating and Capital Budget Tables I and II and project details (Exhibit B). With these revisions to the 2016 Capital Budget, staff can then procure the appropriate federal and state grant funded vehicles.

Recommendation

Staff recommends the Board approve increases to the 2016 Capital Budget in the amount of \$362,500; from \$8,347,086 to \$8,709,586 as summarized in Exhibit B. Staff also recommends the Board delegate authority to the General Manager to revise 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:



Gloria Boyce, General Manager