

BEN FRANKLIN TRANSIT

RESOLUTION 29-2017

A RESOLUTION APPROVING A REVISION TO THE 2017 CAPITAL BUDGET

WHEREAS, the authority of Ben Franklin Transit is required by law to adopt a budget for 2017 prior to incurring expenses in 2017; and

WHEREAS, the BOARD approved the 2017 Operating and Capital Budgets via Resolution 68-2016 on December 8, 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 2017 Operating Budget.

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

1. The revised 2017 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 June 8, 2017.
2. The Board hereby authorizes the General Manager to make the necessary revisions to the FY 2017 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, June 8, 2017, 1000 Columbia Park Trail, Richland, Washington.

ATTEST:

Amanda Para, Interim Clerk of the Board


Matt Watkins, Chairman


APPROVED AS TO FORM BY:

Patrick T. Roach, BFT Legal Counsel

Table I				
Enterprise Fund 2017 Budget (\$)				
	Total	Operating	Capital	Reserves
Revenues				
Local				
Fares	3,436,285	3,436,285		
Contracted Services	331,850	331,850		
Sales Tax	32,687,814	28,118,895	2,008,294	2,560,625
Other	861,632	861,632		
Capital Reserves			521,000	
State				
Special Needs	2,000,000	2,000,000		
Federal				
FFY 2016 5307/5340 Formula	6,712,779		6,712,779	
FFY 2016 5310 Mobility/Disabilities				
FFY 2016 5339 Bus/Facilities Formula	720,399		720,399	
Total Revenues	46,750,759	34,748,662	9,962,472	2,560,625
Operating Expenditures				
Bus Operations	11,529,956	11,529,956		
Dial A Ride	9,568,239	9,568,239		
General Demand	691,775	691,775		
Vanpool	1,883,867	1,883,867		
Maintenance	1,424,291	1,424,291		
Human Resources	1,330,434	1,330,434		
General Administration	2,935,418	2,935,418		
Service Development	5,384,682	5,384,682		
Total Operating Expenditures	34,748,662	34,748,662	-	-

Table II				
2017 Capital Budget (\$)				
	Local	State	Federal	Total
Fleet Program	865,640	-	3,462,560	4,328,200
Facilities Program	587,654	-	1,450,618	2,038,272
Equipment Program	-	-	-	-
Transit Technologies Program	1,076,000	-	2,520,000	3,596,000
Safety & Security Program	-	-	-	-
Planning Program	-	-	-	-
Other Program	-	-	-	-
Contingency	-	-	-	-
Total Capital Projects	2,529,294	0	7,433,178	9,962,472

2017 Capital Budget - Details Funding Sources				
Source	Local	State	Federal	Total
Local	\$ 2,529,294	\$ -	\$ -	\$ 2,529,294
Sales Tax	2,008,294	-	-	2,008,294
Reserves	521,000	-	-	521,000
State	-	-	-	-
	-	-	-	-
Federal	-	-	7,433,178	7,433,178
FFY 2016 5307/5340 Formula			6,712,779	6,712,779
FFY 2016 5310 Mobility/Disabilities			-	-
FFY 2016 5339 Bus/Facilities Formula			720,399	720,399
Total	\$ 2,529,294	\$ -	\$ 7,433,178	\$ 9,962,472

2017 Capital Budget - Details Project Details				
Capital Project	Local	State	Federal	Total
Fleet Program	\$ 865,640	\$ -	\$ 3,462,560	\$ 4,328,200
Fixed Route - 6	604,200	-	2,416,800	3,021,000
Vanpool - 38	261,440	-	1,045,760	1,307,200
Facilities Program	587,654	-	1,450,618	2,038,272
Transit Center Renovations	18,834	-	75,338	94,172
Maintenance Facility Upgrades	20,000	-	80,000	100,000
MOA Offices Build Outs	75,000	-	-	75,000
Automatic Gate / Bus Parking	25,000	-	100,000	125,000
Groundwater Project	150,000	-	-	150,000
Passenger Amenities	84,620	-	338,480	423,100
Operations Building Renovations	214,200	-	856,800	1,071,000
Transit Technologies Program	1,076,000	-	2,520,000	3,596,000
Onboard Integrated Technology System	600,000	-	2,400,000	3,000,000
Switching Network	30,000	-	120,000	150,000
Point of Sale System	50,000	-	-	50,000
ADP Software	396,000	-	-	396,000
Total	\$ 2,529,294	\$ -	\$ 7,433,178	\$ 9,962,472

Capital Projects Details

Open and New Projects

Budget Yr	Project#	Project Description	QTY	Revised Total Project Budget	LTD Expenses as of 10/31/2016	2017 Capital Budget	Remaining Project Budget
Fleet Program							
2014	FLT0005	BUS-Contract 945 (7) & 957 (3 Trolleys)	10	4,857,785	4,757,485		100,300
2015	FLT0006	NON-REVENUE Service Vehicles	5	125,000	81,911		43,089
2016	FLT0007	DAR	10	991,087	-		991,087
2016	FLT0007	DAR - 5310 Funds	6	584,117	-		584,117
2016	FLT0008	BUS	13	6,389,500	-		6,389,500
2016	FLT0009	VAN 15 Passenger	35	1,204,000	-		1,204,000
2017	FLT00XX	BUS	6	3,021,000	-	3,021,000	3,021,000
2017	FLT00XX	VAN	38	1,307,200	-	1,307,200	1,307,200
Facilities Program							
2014	FAC0002	Maint Facility Upgrade Hoist, Auto Fluid Disp, DEF, Maint Bays Upgrade,		213,235	111,342	100,000	101,893
2014	FAC0009	Transit Centers - Renovation 22nd & Knight		1,449,721	71,721	-	1,378,000
2014	FAC0007	Transit Centers - Renovation 3 Rivers		112,212	6,238	94,172	105,975
2015	FAC0005	MOA Offices Build Outs		115,000	39,824	75,000	75,176
2016	FAC00XX	Property Acquisition		-	-	-	-
2016	FAC0013	CAT 6 Cabling/Wiring of Maintenance Facility		35,000	-	-	35,000
2017	FAC0011	Groundwater Project		150,000	10,162	150,000	139,838
2017	FAC00XX	Passenger Amenities Improvements/Construction		441,926	-	423,100	441,926
2017	FAC00XX	Security/Automatic Gate/Bus Parking		125,000	-	125,000	125,000
2017	FAC00XX	Operations Building Renovations		1,071,000	-	1,071,000	1,071,000
Equipment Program							
2016	EQP0006	BUS Camera Retro Fit (13)		100,000	-	-	100,000
Transit Technologies Program							
2015	TEC0003	MOA Security		11,000	5,350	-	5,650
2017	TEC0004	ADP Software - Trapeze Cert. Module		123,500	-	123,500	123,500
2017	TEC0004	ADP Software - Trapeze IVR System (Ripple)		122,500	-	122,500	122,500
2017	TEC0005	Onboard Integrated Technology System		3,018,826	-	3,000,000	3,018,826
2017	TEC000X	ADP Software - Vanpool Application		150,000	-	150,000	150,000
2017	TEC000X	Replace Existing Switching Network w/Cisco		150,000	-	150,000	150,000
2017	TEC000X	Point of Sale System		50,000	-	50,000	50,000
Planning							
2015	PLN0002	Passenger Amenities Study		125,000	-		125,000
Other Program							
2015	OTH0001	ERMS Needs Analysis/Project Scoping		75,000	-	-	75,000
TOTAL:				26,118,609	5,084,033	9,962,472	21,034,576
		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		Remaining Project Budget
					as of 10/31/2016	2017 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
2016	EQP0005	Portable Steam Cleaner		20,000	15,101	-	4,899
Facilities Program							
2014	FAC0001	Tulip Lane PNR		862,247	864,836		(2,589)
2014	FAC0001	Tulip Lane East Bus Pull-Out		87,371	83,677		3,694
2014	FAC0004	Bus Stop Upgrades Pads/Benches/Shelters/Art/Communications		101,240	101,240	-	-
Transit Technologies Program							
2014	TEC0001	Data Collection - APC, GPC, Fare Collection		-	-	-	-
2014	TEC0002	DAR / Bus Phone Upgrade		76,600	68,674		7,926
		New Project Needing Board Approval					
		¹⁾ Red lettering indicates program changes (closeout, funding request, etc.)					

Exhibit B
Proposed Budget Revision

Table I				
Enterprise Fund 2017 Budget (\$)				
	Total	Operating	Capital	Reserves
Revenues				
Local				
Fares	3,436,285	3,436,285		
Contracted Services	331,850	331,850		
Sales Tax	32,687,814	28,118,895	2,008,294	2,560,625
Other	861,632	861,632		
Capital Reserves			1,240,434	
State				
Special Needs	4,000,000	2,000,000	2,000,000	
Vanpool Investment Program	572,000		572,000	
Federal				
FFY 2016 5307/5340 Formula	5,330,895		5,330,895	
FFY 2016 5310 Mobility/Disabilities				
FFY 2016 5339 Bus/Facilities Formula	720,399		720,399	
Total Revenues	47,940,875	34,748,662	11,872,022	2,560,625
Operating Expenditures				
Bus Operations	11,529,956	11,529,956		
Dial A Ride	9,568,239	9,568,239		
General Demand	691,775	691,775		
Vanpool	1,883,867	1,883,867		
Maintenance	1,424,291	1,424,291		
Human Resources	1,330,434	1,330,434		
General Administration	2,935,418	2,935,418		
Service Development	5,384,682	5,384,682		
Total Operating Expenditures	34,748,662	34,748,662	-	-

Table II				
2017 Capital Budget (\$)				
	Local	State	Federal	Total
Fleet Program	1,246,006	2,572,000	2,416,800	6,234,806
Facilities Program	926,192	-	1,112,372	2,038,564
Equipment Program	530	-	2,122	2,652
Transit Technologies Program	1,076,000	-	2,520,000	3,596,000
Safety & Security Program	-	-	-	-
Planning Program	-	-	-	-
Other Program	-	-	-	-
Contingency	-	-	-	-
Total Capital Projects	3,248,728	2,572,000	6,051,294	11,872,022

Exhibit B
Proposed Budget Revision

2017 Capital Budget - Details Funding Sources				
Source	Local	State	Federal	Total
Local	\$ 3,248,728	\$ -	\$ -	\$ 3,248,728
Sales Tax	2,008,294	-	-	2,008,294
Reserves	1,240,434	-	-	1,240,434
State	-	2,572,000	-	2,572,000
Special Needs	-	2,000,000	-	2,000,000
Vanpool Investment Program	-	572,000	-	572,000
Federal	-	-	6,051,294	6,051,294
FFY 2016 5307/5340 Formula	-	-	5,330,895	5,330,895
FFY 2016 5310 Mobility/Disabilities	-	-	-	-
FFY 2016 5339 Bus/Facilities Formula	-	-	720,399	720,399
Total	\$ 3,248,728	\$ 2,572,000	\$ 6,051,294	\$ 11,872,022

2017 Capital Budget - Details Project Details				
Capital Project	Local	State	Federal	Total
Fleet Program	\$ 1,246,006	\$ 2,572,000	\$ 2,416,800	\$ 6,234,806
Fixed Route - 6	604,200	-	2,416,800	3,021,000
Dial-A-Ride - up to 21	101,404	2,000,000	-	2,101,404
Vanpool - 34	540,402	572,000	-	1,112,402
Facilities Program	926,192	-	1,112,372	2,038,564
Transit Center Renovations	18,834	-	75,338	94,172
Maintenance Facility Upgrades	20,058	-	80,234	100,292
MOA Offices Build Outs	75,000	-	-	75,000
Automatic Gate / Bus Parking	25,000	-	100,000	125,000
Groundwater Project	150,000	-	-	150,000
Passenger Amenities	423,100	-	-	423,100
Operations Building Renovations	214,200	-	856,800	1,071,000
Equipment Program	530	-	2,122	2,652
Bus Camera Retro Fit	530	-	2,122	2,652
Transit Technologies Program	1,076,000	-	2,520,000	3,596,000
Onboard Integrated Technology System	600,000	-	2,400,000	3,000,000
Switching Network	30,000	-	120,000	150,000
Point of Sale System	50,000	-	-	50,000
ADP Software	396,000	-	-	396,000
Total	\$ 3,248,728	\$ 2,572,000	\$ 6,051,294	\$ 11,872,022

Capital Projects Details Open and New Projects

Budget Yr	Project#	Project Description	QTY	Revised Total Project Budget	LTD Expenses as of 5/22/2017	Approved 2017 Capital Budget	Proposed Changes 2017 Capital Budget	Revised 2017 Capital Budget	Remaining Project Budget
Fleet Program									
2016	FLT0007	DAR	10	991,087	-			-	991,087
2016	FLT0007	DAR - 5310 Funds	6	584,117	-			-	584,117
2016	FLT0008	BUS	13	6,389,500	756			-	6,388,745
2016	FLT0009	VAN 15 Passenger	35	1,204,000	1,168,581			-	35,420
2017	FLT0010	BUS	6	3,021,000	-	3,021,000	-	3,021,000	3,021,000
2017	FLT0011	VAN	32	1,073,600	-	1,307,200	(233,600)	1,073,600	1,073,600
2017	FLT0012	DAR - State Funding	Up To 20	2,000,000	-	-	2,000,000	2,000,000	2,000,000
2017	FLT0013	VAN - Reinvestment of Insurance/Auction Proceeds	1	38,802	-	-	38,802	38,802	38,802
2017	FLT0014	DAR - Reinvestment of Insurance/Auction Proceeds	1	101,404	-	-	101,404	101,404	101,404
Facilities Program									
2014	FAC0002	Maint Facility Upgrade Hoist, Auto Fluid Disp, DEF, Maint Bays Upgrade,		213,235	111,342	100,000		100,000	101,893
2014	FAC0003								
2014	FAC0009	Transit Centers - Renovation 22nd & Knight		1,289,721	87,994	-	(160,000)	(160,000)	1,201,727
2014	FAC0007	Transit Centers - Renovation 3 Rivers		272,212	6,238	94,172	160,000	254,172	265,975
2015	FAC0005	MOA Offices Build Outs		115,000	49,211	75,000		75,000	65,789
2016	FAC0013	CAT 6 Cabling/Wiring of Maintenance Facility		35,292	35,292	-	292	292	0
2017	FAC0014	Groundwater Project		150,000	18,287	150,000		150,000	131,713
2017	FAC0015	Passenger Amenities Improvements/Construction		441,926	-	423,100		423,100	441,926
2017	FAC0016	Security/Automatic Gate/Bus Parking		125,000	-	125,000		125,000	125,000
2017	FAC0017	Operations Building Renovations		1,071,000	-	1,071,000		1,071,000	1,071,000
Equipment Program									
2016	EQP0006	BUS Camera Retro Fit (28)		102,652	102,652	-	2,652	2,652	(0)
Transit Technologies Program									
2015	TEC0003	MOA Security		11,000	5,350	-		-	5,650
2017	TEC0004	ADP Software - Trapeze Cert. Module		123,500	62,596	123,500		123,500	60,904
2017	TEC0004	ADP Software - Trapeze IVR System (Ripple)		122,500	92,127	122,500		122,500	30,373
2017	TEC0005	Onboard Integrated Technology System		3,018,826	752	3,000,000		3,000,000	3,018,074
2017	TEC0006	ADP Software - Vanpool Application		150,000	-	150,000		150,000	150,000
2017	TEC0007	Replace Existing Switching Network w/Cisco		150,000	-	150,000		150,000	150,000
2017	TEC0008	Point of Sale System		50,000	-	50,000		50,000	50,000
Planning									
2015	PLN0002	Passenger Amenities Study		125,000	189			-	124,811
Other Program									
2015	OTH0001	ERMS Needs Analysis/Project Scoping		75,000	-	-		-	75,000
		TOTAL:		23,045,374	1,741,366	9,962,472	1,909,550	11,872,022	21,304,008
		New Project Needing Board Approval							
		^{b)} Red lettering indicates program changes (closeout, funding request, etc.)							

Capital Projects Details Completed Projects

Budget Yr	Project#	Project Description	QTY	Revised Total		2017 Project Budget	Proposed Changes 2017		Remaining Project Budget
				Project Budget	LTD Expenses as of 5/22/2017		Capital Budget	Capital 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				-
2014	FLT0005	BUS-Contract 945 (7) & 957 (3 Trolleys)	10	4,857,785	4,841,628				16,157
2015	FLT0006	NON-REVENUE Service Vehicles	5	125,000	123,802				1,198
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
2016	EQP0005	Portable Steam Cleaner		20,000	15,101				4,899
Facilities Program									
2014	FAC0001	Tulip Lane PNR		862,247	864,836				(2,589)
2014	FAC0001	Tulip Lane East Bus Pull-Out		87,371	83,677				3,694
2014	FAC0004	Bus Stop Upgrades Pads/Benches/Shelters/Art/Communications		101,240	101,240				-
Transit Technologies Program									
2014	TEC0001	Data Collection - APC, GPC, Fare Collection		-	-				-
2014	TEC0002	DAR / Bus Phone Upgrade		76,600	68,674				7,926
		New Project Needing Board Approval							
		¹⁾ Red lettering indicates program changes (closeout, funding request, etc.)							

Memorandum

Date: May 22, 2017

To: Gloria Boyce, General Manager

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

RE: Resolution 29-2017 Approving a Revision to the 2017 Capital Budget

Background

This memo presents increases to the adopted 2017 Capital Budget in the amount of \$1,909,551. There are no proposed changes to the 2017 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 2017. Major changes are as follows:

Fleet Changes – Increase of \$1,906,607

- Decrease the quantity of Vanpool vehicles from 38 to 33
 - Per Resolution 06-2017, purchase of 32 replacement vehicles with Washington State Vanpool Investment Program funding by June 30, 2017.
 - Reinvest insurance and auction proceeds received for Federal Transit Administration (FTA) funded vehicles that were considered a complete loss or sold at auction with proceeds greater than \$5,000. This is a requirement per FTA C 5010.1E and the proceeds will fund the purchase of 1 replacement vehicle at the 80:20 FTA/Local funding ratio.

- Increase the quantity of Dial-A-Ride vehicles from 0 to up to 21 for acquisitions separate of Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities funds.
 - Utilize a portion of 2017-2019 Washington State Consolidated Grant Program funding for 20 Dial-A-Ride vehicles.
 - Reinvest insurance proceeds received for 2 FTA funded vehicles that were considered a complete loss. This is a requirement per FTA C 5010.1E and the proceeds will fund the purchase of 1 replacement vehicle at the 80:20 FTA/Local funding ratio.

Capital Projects	ORIGINAL - RES 68-2016				PROPOSED				Difference
	Local	State	Federal	Total	Local	State	Federal	Total	
Fleet Program	\$ 865,640	\$ -	\$3,462,559	\$4,328,199	\$1,246,006	\$2,572,000	\$2,416,800	\$ 6,234,806	\$1,906,607
Facilities Program	587,654	-	1,450,618	2,038,272	926,192	-	1,112,372	2,038,564	292
Equipment Program	-	-	-	-	530	-	2,122	2,652	2,652
Transit Technologies Program	1,076,000	-	2,520,000	3,596,000	1,076,000	-	2,520,000	3,596,000	-
Planning/Studies Program	-	-	-	-	-	-	-	-	-
Total	\$2,529,294	\$ -	\$7,433,177	\$9,962,471	\$3,248,728	\$2,572,000	\$6,051,294	\$11,872,022	\$1,909,551

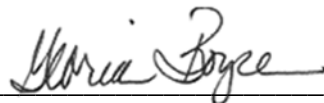
Capital Budget

Enclosed are the 2017 Operating and Capital Budget Tables I and II and project details (Exhibit A) as per Resolution 68-2016 and proposed revisions to the 2017 Operating and Capital Budget Tables I and II and project details (Exhibit B). With these revisions to the 2017 Capital Budget, staff can then procure the appropriate federal and state grant funded vehicles.

Recommendation

BFT Staff recommends the Board approve increases to the 2017 Capital Budget in the amount of \$1,909,551; from \$9,962,472 to \$11,872,022 as summarized in Exhibit B. Staff also recommends the Board delegate authority to the General Manager to revise the FY 2017 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