



Summary Minutes

System Expansion Committee Meeting April 9, 2020

Call to order

The meeting was called to order at 1:32 p.m. by Committee Chair, Claudia Balducci virtually on WebEx.

Due to the Governor's Stay Home – Stay Healthy Order issued on March 23, 2020, public viewing of the meeting was only available via WebEx. The meeting was streamed on

<https://soundtransit.webex.com/soundtransit/onstage/g.php?MTID=e2791690e0b457ba1cfba970cbe57af69>.

Roll call of members

Chair	Vice Chair
(P) Claudia Balducci, King County Councilmember	(P) Victoria Woodards, Tacoma Mayor

Board Members	
(P) Nancy Backus, Auburn Mayor	(P) Kent Keel, University Place Mayor
(P) David Baker, Kenmore Mayor	(P) Nicola Smith, Lynnwood Mayor
(A) Jenny Durkan, Seattle Mayor	(P) Dave Upthegrove, King County Councilmember

Taylor Wilkinson, Board Relations Specialist, announced that a quorum of the System Expansion Committee was present at roll call.

Report of the Chair

Virtual Meeting due to COVID-19 – Chair Balducci noted that the System Expansion Committee was meeting virtually to comply with the Governor's recent Stay Home – Stay Healthy Order for public agencies to hold public meetings virtually to limit the spread of COVID-19. Public viewing of the meeting was available via a Webex live stream and teleconference.

Monthly Contract Report – Chair Balducci announced that the Monthly Contract Report is available for review. The report includes contracts within the CEO's authority including competitive, proprietary or sole source contracts.

CEO Report

Chief Executive Officer Peter M. Rogoff provided the CEO Report.

COVID-19 Update – Mr. Rogoff reported that all four Sound Transit coworkers who were positively diagnosed with COVID-19 are fully recovered. Sound Transit staff continues to hold others in the community who are battling this pandemic in our thoughts, and especially those who have lost their lives to it.

Service reductions – Mr. Rogoff also reported that ridership is down 86%, but Sound Transit continues to operate service for those who need it. Service is reduced on all our modes except Tacoma Link to align with decreased ridership and because of reduced operator availability at our partner agencies. On Link Light rail, after originally reducing headways to 14 minutes, service is now running every 20

minutes. Due to staff availability at BNSF, another Sounder South roundtrip has been temporarily eliminated. Sounder South service has been reduced from 13 round trips to seven round trips and Sounder North has been reduced from four round trips to two round trips. There are also a series of service reductions to our ST Express service, including more that started this Monday on routes operated by Pierce Transit and King County Metro. Sound Transit has implemented rear-door boarding on buses for all but people who need to enter through the front for accessibility reasons, and we've ceased fare collections to further promote social distancing from transit operators. Staff continues to work closely with our partners to monitor operations and staffing levels. Tacoma Link is the only service Sound Transit directly operates. CEO Rogoff recognized the high level of dedication of the Tacoma Link staff. It is because of their efforts that we are still operating regular service on Tacoma Link.

Suspending most construction – Mr. Rogoff noted that after evaluating the heightened safety measures needed to take to ensure Sound Transit's construction workforce are safe, and whether contractors are prepared to take those measures, Sound Transit decided to suspend work on more than 80% of agency projects. On Friday we began directing contractors to initiate these orderly shutdowns. CEO Rogoff recognized DECM Director Ron Lewis, Acting Chief Executive of Safety and Quality Moises Gutierrez and their teams. Sound Transit has been in close contact with industry partners in recent days, including labor leaders, contractors and the Associated General Contractors. Sound Transit has greatly appreciated their collaboration and partnership in this difficult time.

Very limited work will continue on tasks considered critical and/or necessary to ensure all sites remain safe and secure and/or to avoid mobility, environmental or other impacts. Sound Transit will boost oversight of sites that remain open by reallocating safety inspection and construction management resources from projects that have been closed. The agency will not hesitate to shut down work if problems are observed. Earlier this week, staff shut down construction on the Tacoma Link Extension when it was clear that the contractor was not complying with the safety plan. Separate from the absolute imperative of guaranteeing worker safety, in some cases contractors faced reduced access to materials including concrete and rebar.

Capital program realignment/next steps advancing projects – At the Finance and Audit Committee and Board meetings in March, Tracy Butler provided initial briefings on economic impacts and how reduced revenues impact the agency's financial plan. Staff is beginning to develop the framework that will be used to support Board decisions on the capital program moving forward. Staff will review and update financial projections to establish a range of potential impacts to inform and support the work of the Board to determine how to realign the voter-approved program based on the projected financial capacity. This will inform the Board's work over the coming months.

Mr. Rogoff stated that based on agency commitments already in place, the first priority will be to minimize impacts to major projects currently in construction and entering construction to the greatest degree possible. These projects include Northgate, East Link, Lynnwood, Federal Way, Downtown Redmond and Tacoma Hilltop light rail extensions and the Operations & Maintenance Facility East. For projects that are currently in planning and final design, staff will for the time being continue work that the Sound Transit Board has already approved. This will support project readiness for a range of possible revenue situations and for any new grant opportunities that may emerge. Staff will also be reviewing project-related financial commitments that have already been approved by the Board or are in process to determine if there are opportunities to reduce the agency's financial liabilities.

Over the next few months, actions may be needed to support projects that are already baselined for construction such as the Federal Way design build project management contract on today's agenda. Staff will wait to bring actions to the Board to move additional projects into design or into construction until the realignment analysis frames overall priorities. This will allow flexibility to the Board by reducing schedule delays while minimizing new financial commitments. Mr. Rogoff committed to bring forward actions that could potentially enhance the agency's financial capacity.

General Counsel Desmond Brown is ensuring that the Board's agendas include actions that are consistent with the Governor's executive order limiting actions to those that are necessary and routine.

Internal cost reduction efforts – Mr. Rogoff stated that the agency will be reviewing options for further reducing our overhead costs. During the development of the 2020 Budget staff went through a robust internal exercise to identify cost reductions. Now that the COVID-19 crisis has hit staff will go through another review. Staff has developed and communicated an agency wide budget reduction target for further expense control. Effective immediately, human resources has paused hiring for all but the most essential job functions, and when the stay at home orders are lifted the agency is suspending all travel that isn't essential in order to reduce costs.

Line naming – Sound Transit is publishing a blog post reviewing our overhaul of how the agency will name and illustrate transit lines going forward. In preparation of the Northgate Link opening next year staff will begin naming regional light rail lines with numbers and our Sounder and Tacoma Link lines with letters. Mr. Rogoff noted that the agency received community feedback that our use of the Red Line as part of a color-based naming system was insensitive to the history of redlining in our region, including the ongoing legacy of redlining's blatant racism. In response to the community feedback staff has taken action to modify the approach. The new naming convention follows global best practices while fitting in with current services offered by partner agencies. The new convention is also easy to understand for riders who do not speak or read English, who have color vision deficiencies, and/or are riding for the first time.

Loss in the ST Family – There was a tragic loss in the Sound Transit family. Communications Senior Executive Assistant Sharon Trnka passed away. Sharon was Sound Transit staff member for close to 12 years. Maintaining confidentiality, Sharon's cause of death was not related to COVID-19.

Federal Work – Finally, Mr. Rogoff reported that Sound Transit staff is working with the Congressional delegation as the Congress considers a fourth recovery package. Last month, Congress passed the CARES Act that provided \$25 billion in emergency relief to transit systems. More than \$520 million of this funding came to the Puget Sound, and Sound Transit is slated to receive approximately \$167 million. This assistance is designed to support continued operations of transit systems and to cover new expenses for vehicle and station cleaning, worker overtime, PPE for workers and other purposes. Looking ahead, just as the Sound Transit expansion program helped this region pull out of the Great Recession in 2009 and 2010, staff is talking with the delegation about the possibility of an element of future federal relief that could support capital investments to help with economic recovery over the next several years.

Board Chair Keel thanked the Sound Transit staff for their efforts during this difficult time.

Committee Chair Balducci offered her condolences to Sharon Trnka's family and friends. Also, mentioning that the Board needed to be prepared for upcoming challenges and economic impacts of pandemic. Suggesting board workshops could be helpful, and formally suggests committee getting updates regarding current construction impacts while considering larger decisions for the program

Public comment

Committee Chair Balducci noted that due to the Governor's order we are only accepting public comment via email. Board members received one written comment submitted before the meeting by email.

Joe Kunzler

Business items

For Committee Final Action

Minutes: January 9, 2020, System Expansion Committee meeting

Minutes: February 13, 2020, System Expansion Committee meeting

The minutes of the January 9, 2020 and February 13, 2020 System Expansion Committee meetings were moved by Boardmember Backus and seconded by Boardmember Woodards. Chair Balducci called for a roll call vote.

Ayes

Nancy Backus
David Baker
Kent Keel
Dave Upthegrove
Victoria Woodards
Claudia Balducci

Nays

It was carried by unanimous vote of the six Boardmembers present that the minutes of the January 9, 2020 and February 13, 2020 System Expansion Committee meetings were approved as presented.

For Recommendation to the Board

Motion No. M2020-25: Authorizing the chief executive officer to execute a contract modification with South County Transit Partners to exercise a contract option for Phase 2B design-build project management services for the Federal Way Link Extension in the amount of \$81,643,091, with a 10 percent contingency of \$8,164,309, totaling \$89,807,400 for a new total authorized contract amount not to exceed \$106,433,313.

Joe Gildner, Deputy Executive Director of Project Management, provided the Federal Way Link Extension Project Update, staff report for related action Motion No. M2020-25 and answered Boardmember questions.

Mr. Gilder reported that there were lessons learned from the Lynwood Link Extension project found that tree removal was very visible activity. More information regarding the specifics of the tree removal, planned to take place in summer 2020, expecting to address environmental sensitives.

The impacts of the COVID-19 pandemic were impacting the project, but other challenges such as the Federal Way Transit Center design refinements and Midway Landfill. Full notice to proceed was expected to advance to Kiewit Construction to begin work.

CEO Rogoff, added that many questions around decision making about projects continued during coronavirus. FWLE structures empty near transit center which the City would like demolished. It can proceed without people in close proximity.

Motion No. M2020-25 was moved by Boardmember Woodards and seconded by Boardmember Backus. Chair Balducci called for a roll call vote.

Ayes

Nancy Backus
David Baker
Kent Keel
Nicola Smith
Dave Upthegrove
Victoria Woodards
Claudia Balducci

Nays

It was carried by unanimous vote of the seven Boardmembers present that Motion No. M2020-25 be approved as presented.

Motion No. M2020-26: Authorizing the chief executive officer to execute a Partnering Agreement with the City of Kent for the Operations and Maintenance Facility South project.

Gwen McCullough, HCT Development Manager of OMF South gave the staff presentation and responded to Boardmember questions. Ms. McCullough described the motion's features to the Committee. She reviewed upcoming task orders to be executed under the agreement. She advised that further task orders could be brought to the Board if the Midway Landfill site was chosen.

Motion No. M2020-26 was moved by Boardmember Woodards and seconded by Boardmember Baker. Chair Balducci called for a roll call vote.

Ayes

Nancy Backus
David Baker
Kent Keel
Nicola Smith
Dave Upthegrove
Victoria Woodards
Claudia Balducci

Nays

It was carried by unanimous vote of the seven Boardmembers present that Motion No. M2020-26 be approved as presented.

Resolution No. R2020-07: Amending the Sounder Fleet Expansion project to allow for the procurement of eight passenger coaches by (a) increasing the authorized project allocation by \$43,084,120 from \$67,200,227 to \$110,284,120 and (b) increasing the 2020 annual budget by \$3,433,313 from \$1,323,973 to \$4,757,286.

Chelsea Levy, South Corridor Development Director and Isaac Greenfelder, Director of South Corridor Operations, provided the presentation on the Sounder South Strategic Development and Implementation Plan and the related two actions, Resolution No. R2020-07 and Motion No. M2020-27.

Mrs. Levy reminded the committee that the ST3 investments in Sounder South Service. Reviewed the elements of the Strategic Plan, which was completed on April 1, 2020. The outcomes of the early 2020 outreach efforts were summarized. Also providing an overview of the investment strategies, which were to increase length of trains and platforms, add more trips, and investments to provide better access to stations. Reviewed the timeline of the investment strategies.

Mr. Greenfelder, explained that the procurement action allowed for ST3 needs. Current ridership needs required the budget amendment for procurement to ease overcrowding. The 2020 Budget impact was offset by deferral of the Sounder Locomotive project.

Committee Chair Balducci had concerns whether this motion should proceed with realignment discussions looming. CEO Rogoff informed the Committee that it is part of a joint procurement with two other transit agencies, confirming that all three agencies want to move forward with joint procurement. The bid is available and expires, and it is at a good price. CEO Rogoff also reminded the Committee of the lengthy procurement process. Ridership pressures are high, and by 2024, they will be much more pressing.

Boardmember Upthegrove spoke in favor of the resolution, expressing that this action is a cost effective measure. This is a very small part of Sounder South expansion, significant costs would be in negotiation of additional trips and expansion of platforms. Boardmember Upthegrove suggested finding other opportunities to discuss those items with the Committee and possibly full Board.

Resolution No. R2020-07 was moved by Boardmember Upthegrove and seconded by Boardmember Woodards. Chair Balducci called for a roll call vote.

Ayes

Nancy Backus
David Baker
Kent Keel
Nicola Smith
Dave Upthegrove
Victoria Woodards
Claudia Balducci

Nays

It was carried by unanimous vote of the seven Boardmembers present that Resolution No. R2020-07 be approved as presented.

Motion No. M2020-27: Authorizing the chief executive officer to execute a contract with Bombardier Inc. to manufacture eleven passenger cars in the amount of \$42,234,252 with a ten percent contingency of \$4,223,425 for a total authorized contract amount not to exceed \$46,457,677, plus applicable taxes. This action is contingent upon Board approval of Resolution No. R2020-07.

Committee Chair Balducci reminded the committee that Motion No. M2020-27 is for committee final action.

Motion No. M2020-27 was moved by Boardmember Backus and seconded by Boardmember Woodards. Chair Balducci called for a roll call vote.

Ayes

Nancy Backus
David Baker
Kent Keel
Nicola Smith
Dave Upthegrove
Victoria Woodards
Claudia Balducci

Nays

It was carried by unanimous vote of the seven Boardmembers present that Motion No. M2020-27 be approved as presented.

Resolution No. R2020-08: Selecting the non-motorized, transit and parking improvements to be built to improve access to the Auburn Sounder Station as part of the Auburn Station Parking and Access Improvements project.

Chelsea Levy, South Corridor Development Director, provided the presentation. Mrs. Levy reminded the Committee that Auburn Parking and Access project was approved as part of ST2. Environmental review was completed in early 2020. Also discussing comparative estimates and informed the Committee that a design build approach was being pursued and reviewed the project's timeline.

Boardmember Backus asked why Kent was so much more to begin with and the Auburn surpassed with updated estimate. Don Billen, Executive Director of Planning, Environment and Project Development, responded that ST2 assumed that garage would be built on existing surface lot, further review indicated that it would be inefficient. CEO Rogoff also added that updated estimates were also based upon hot property market seen at end of 2019. Economic factors have changed and market may offer more affordable pricing.

Chair Balducci asked why advancing this proposal with consideration of the realignment process. CEO Rogoff responded stating selecting project to be built, more financial decisions to come in future.

Boardmember Backus spoke in favor of the motion and that it was deferred once already by the Board.

Resolution No. R2020-08 was moved by Boardmember Backus and seconded by Boardmember Woodards. Chair Balducci called for a roll call vote.

Ayes

Nancy Backus
David Baker
Kent Keel
Nicola Smith
Dave Upthegrove
Victoria Woodards
Claudia Balducci

Nays

It was carried by unanimous vote of the seven Boardmembers present that Resolution No. R2020-08 be approved as presented.

Reports to the committee

None.

Executive session

None.

Other business

None.


Next meeting

Thursday, June 11, 2020
1:30 to 4:00 p.m.
Location to be determined

Committee Chair Balducci noted that if the committee is not able to have an in-person meeting, a virtual meeting will be held. Information will be provided on the Sound Transit website.

Adjourn

The meeting adjourned at 3:15 p.m.



Claudia Balducci
System Expansion Committee Chair

ATTEST:



Kathryn Flores
Board Administrator

APPROVED on June 11, 2020, TW