



## Motion No. M2021-30

### Execute a New ST Express Agreement with Community Transit for Operations and Maintenance Services

Meeting:	Date:	Type of action:	Staff contact:
Rider Experience and Operations Committee	05/06/2021	Recommend to Board	Suraj Shetty, Executive Director of Operations
Board	05/27/2021	Final action	<b>Robin Braziel, Director, Commuter Rail, Bus and Paratransit</b> <b>Dave Turissini, ST Express Program Manager</b>

### Proposed action

Authorizes the chief executive officer to execute an agreement with Community Transit for the operation of ST Express Service Operations and Maintenance through December 31, 2025, with three one-year options to extend.

### Key features summary

- This agreement continues Sound Transit's partnership with Community Transit for ST Express bus service originating in Snohomish County with a scope of service that includes bus operations, service supervision, scheduling, vehicle maintenance and storage, fuel, training, safety, security, insurance, and administrative functions.
- Sound Transit budgets for this expense based on a projected hourly rate provided by Community Transit and the number of hours Sound Transit expects to purchase from Community Transit. At the end of the year, both agencies reconcile this amount based on the actual pro-rated expenses used to provide ST Express services resulting in a refund to Sound Transit or an invoice for additional costs.
- The current agreement with Community Transit was extended through June 30, 2021 to allow time for staff to simultaneously deal with the effects of the COVID-19 pandemic while negotiating terms of the new agreement.
- New provisions that were introduced to the agreement include:
  - Allowing flexibility to adjust service levels to accommodate near and long-term ridership impacts of the COVID-19 crisis;
  - Developing long term service plans that respond to changing ridership demand, capital expansion realignment and fiscal constraints.
- Both parties have agreed that the inclusion of three individual one-year extension options allowing for maximum flexibility to accommodate both agencies' future needs.
- Community Transit is expected to approve this agreement on June 3, 2021.

## **Background**

Sound Transit and Community Transit entered into a service operations and maintenance agreement, on June 29, 2015. The agreement term was extended to December 31, 2019 after two one-year options were exercised. The agreement was then extended by an additional year to December 31, 2020 through Motion No. M2019-84 which was approved by the Sound Transit Board on July 25, 2019.

A final extension to that agreement was approved through Motion No. M2020-40 on July 23, 2020 which extended the current agreement through June 30, 2021.

Both parties were continuously engaged in productive negotiations throughout this process. However, due to demands on staff time to address COVID-19 issues and the need for a better understanding of the near and long-term service and ridership effects on ST Express services, both parties agreed that additional time would be beneficial in arriving at a more informed agreement. The extensions did allow for both parties to carefully craft an agreement which is mutually beneficial.

## **Fiscal information**

The funding level for the proposed agreement is presented for approval annually through the Board budget review process. The cost of services provided under this agreement is recognized as part of Purchased Transportation within the annual ST Express operating budget. The 2021 Purchased Transportation budget total \$191,177,043\*, within that amount, \$17,182,170 is budgeted for Community Transit. Estimated costs from this agreement with Community Transit are within the board-approved budget authority for 2021.

Funding for future years under this agreement will be included in the annual budget development process based on negotiated estimated costs in conformance with the proposed agreement as provided by Community Transit and the service assumptions provided in the Service Implementation Plan for that year.

*\*The ST Express purchased transportation service budget can be found on page 26 of 2021 Adopted Budget book.*

## **Disadvantaged and small business participation**

Not applicable to this action.

## **Public involvement**

Not applicable to this action

## **Time constraints**

A one-month delay would not negatively affect this project. However, the current agreement with will expire on July 1, 2021.

## **Prior Board/Committee actions**

Motion No. M2020-40: Authorized the chief executive officer to execute an amendment to extend the ST Express Service Operations and Maintenance Agreement with Community Transit for six months through June 30, 2021.

Motion No. M2019-84: Authorized the chief executive officer to execute an amendment to extend the ST Express Service Operations and Maintenance Agreement between Community Transit and Sound Transit for one year through December 31, 2020.

Motion No. M2015-53: Authorized the chief executive officer to execute an agreement with Community Transit to provide ST Express bus operations and maintenance services for the period of July 1, 2015, through December 31, 2017, with two additional one-year options to extend.

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**Environmental review** – KH 4/22/21

**Legal review** – MT 4/29/21



## Motion No. M2021-30

A motion of the Board of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute an agreement with Community Transit for the operation of ST Express Service Operations and Maintenance through December 31, 2025, with three one-year options to extend.

### Background

Sound Transit and Community Transit entered into a service operations and maintenance agreement, on June 29, 2015. The agreement term was extended to December 31, 2019 after two one-year options were exercised. The agreement was then extended by an additional year to December 31, 2020 through Motion No. M2019-84 which was approved by the Sound Transit Board on July 25, 2019.

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Both parties were continuously engaged in productive negotiations throughout this process. However, due to demands on staff time to address COVID-19 issues and the need for a better understanding of the near and long-term service and ridership effects on ST Express services, both parties agreed that additional time would be beneficial in arriving at a more informed agreement. The extensions did allow for both parties to carefully craft an agreement which is mutually beneficial.

This agreement continues Sound Transit's partnership with Community Transit for ST Express bus service originating in Snohomish County with a scope of service that includes bus operations, service supervision, scheduling, vehicle maintenance and storage, fuel, training, safety, security, insurance, and administrative functions.

Sound Transit budgets for this expense based on a projected hourly rate provided by Community Transit and the number of hours Sound Transit expects to purchase from Community Transit. At the end of the year, both agencies reconcile this amount based on the actual pro-rated expenses used to provide ST Express services resulting in a refund to Sound Transit or an invoice for additional costs.

New provisions that were introduced to the agreement include:

- Allowing flexibility to adjust service levels to accommodate near and long-term ridership impacts of the COVID-19 crisis;
- Developing long term service plans that respond to changing ridership demand, capital expansion realignment and fiscal constraints.

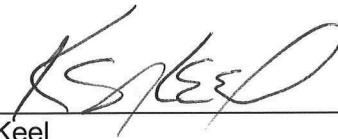
Both parties have agreed that the inclusion of three individual one-year extension options allowing for maximum flexibility to accommodate both agencies' future needs.

Community Transit is expected to approve this agreement on June 3, 2021.

**Motion**

It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized the chief executive officer to execute an agreement with Community Transit for the operation of ST Express Service Operations and Maintenance through December 31, 2025, with three one-year options to extend.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on May 27, 2021.



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Kent Keel  
Board Chair

**Attest:**



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Kathryn Flores  
Board Administrator