



## Motion No. M2026-10

### Lease Agreement for the Maintenance of Way-South Facility Project

Meeting:	Date:	Type of action:
Rider Experience and Operations	03/5/2026	Final Action

Staff name:	Staff title:
Ed Cobean	Transit Operations Deputy CEO
Shankar Rajaram	Acting Core Infrastructure and Asset Management Executive Director
<b>Mike Bauck</b>	<b>Infrastructure Asset Management Director</b>

### Proposed action

Authorizes the chief executive officer to execute a five-and-a-half-year lease agreement with two one-year options with DM VENTURES FW Center, LLC consisting of 13,418 rentable square feet of space on the fifth floor at 2505 S 320th St. in Federal Way, in an amount not to exceed \$3,895,093.

### Key features summary

- This action would authorize the chief executive officer to execute a five-and-a-half year lease agreement commencing on July 1, 2026 and expiring on December 31, for the 5th Floor of the property located at 2505 S 320th St, Federal Way, WA 98003.
- This agreement would also authorize two one-year options to extend, and authorize Sound Transit to use 6,704 square feet of the third floor of the building from April 1, 2026 to July 31, 2026 on the same terms as the 5th floor lease, allowing ST to begin using this location for a MOWS facility until the current tenant vacates the fifth floor.
- The proposed lease will allow Sound Transit to put in place a temporary Maintenance of Way (MOW) facility to support the South end of the 1-Line from Tukwila to Federal Way prior to completing construction of the Operations and Maintenance South (OMFS) project, which will include permanent MOW facilities.
- This property location is well suited to enable Sound Transit to meet many operational needs. In particular, this location will: (1) allow operations staff to respond to incidents within a 15-minute response-time goal; (2) provide office space for a reporting location for staff to sign in and out of work, to complete shift turn over, maintenance and corrective action administrative duties, conference areas to perform daily safety briefings and trainings, front line field leadership, and break areas for front line staff; (3) provide space for lockers and commonly used spare parts storage; (4) provide parking for light duty work vehicles; (5) provide space for approved increased 2026 MOW staffing; and (6) provide additional needed operations capacity to the agency's existing MOW facilities.

- The facility will be used in conjunction with a nearby Sound Transit-owned fenced lot with parking for large welding trucks, containers, and additional spare large parts storage to fulfill the full requirements of a typical MOW facility. A MOWS facility will significantly reduce drive to the South end of the one line after staff report for their shift versus drive time for staff starting from the OMFC.
- A fully operational OMFS facility is planned to be constructed by Q4 2031 to support operation of the Federal Way Link Extension (FWLE) and future Link light rail extensions in the South Puget Sound region. Once OMFS is built, the temporary MOWS site will no longer be necessary to perform this function.
- The lease rate is a monthly \$20.00 per rentable square foot with a yearly increase of \$0.75 per square foot, for a total not to exceed amount of \$3,895,093, which includes triple net operating expenses and 10 percent contingency.

## **Background**

The MOWS facility, which will be located in the South Puget Sound region, will serve Link stations between Tukwila and Federal Way Downtown. The facility will be designed to support the needs of approximately 50 Link Track, Signals, Communications, and Traction Power personnel. The need for this facility was identified jointly by the Sound Transit Director of Infrastructure and King County Senior Maintenance Manager in response to a request for decreased response times and increased coverage for critical areas of the alignment. This facility is necessary to support Sound Transit Operations response times and increase capacity for Operations staff and storage. The proposed MOWS site is the ideal location to meet Sound Transit's goal of responding to incidents within 15 minutes along the entire alignment, comparable with peer agencies. Once OMFS is built, the temporary MOWS site will no longer be needed.

With the opening of FWLE on December 6, 2025, there is a near-term need for a MOWS facility. The goal is for the near-term facility at the location of the leased property to be fully operational by Q3 2026.

Using the proposed leased property for a temporary MOWS facility will provide Sound Transit with a location for its south end MOW operations until the OMFS facility is available to provide the same functionality by the anticipated completion date of Q4 2031. The lease includes two, one-year options to provide a buffer for completion of the OMFS facility.

## **Fiscal information**

This action for \$3,895,093 including estimated applicable taxes will be funded from the Other Operating & Non-Operating Expenses section of the annual operating budget and Capital Delivery Department's annual operating budget. Within the Other Operating & Non-Operating Expenses section, the proposed 2026 Leases & SBITA Amortization and Interest budget is \$26,577,982, of which \$143,600 is estimated to be incurred as interest and amortization expense from this action in the remainder of 2026 and is within the agency's budget authority. Within the Capital Delivery Department's annual operating budget, the proposed 2026 Short-Term Leases and Rentals budget is \$3,492,500, of which \$108,329 is estimated to be incurred as common area maintenance expense from this action in the remainder of 2026 and is currently within the agency's budget authority. After this action's approval, sufficient budget remains to cover remaining annual expenditures; funding for the additional years of the contract will be included in future annual budget requests

This action does not have a material impact on the affordability of the agency's Financial Plan, as the lease expenses described in this action are reasonably assumed in the existing Financial Plan.

**Other Operating & Non-Operating Expenses**

(in thousands)

Cost Category	2026 Annual Operating Budget <sup>1</sup>	YTD Actuals <sup>2</sup>	Estimated Contract Spend in 2026	Remaining Annual Operating Budget
General and Administrative	\$31,693	\$3,008		\$28,685
Fare and Regional Planning	17,294	1,304		15,989
Tax Collections and Fees	25,256	-1,205		26,461
Leases & SBITA Amortization Expense	26,578	1,797	144	24,638
Other Non-Operating Expenses	680	82		598
<b>Total Other Operating &amp; Non-Operating Expenses</b>	<b>\$101,500</b>	<b>\$4,986</b>	<b>\$144</b>	<b>\$96,371</b>

**Capital Delivery Department**

(in thousands)

Cost Category	2026 Annual Operating Budget <sup>1</sup>	YTD Actuals <sup>2</sup>	Estimated Contract Spend in 2026	Remaining Annual Operating Budget
Salaries	\$44,134	\$2,643		\$41,491
Fringe Benefits	32,521	1,902		30,619
Services	9,117	120		8,997
Materials & Supplies	238	6		232
Utilities	22			22
Taxes	10			10
Miscellaneous Expenses	1,635	59		1,575
Short Term Leases and Rentals	3,493	290	108	3,094
<b>Total Capital Delivery Department Expenses</b>	<b>\$91,169</b>	<b>\$5,019</b>	<b>\$108</b>	<b>\$86,041</b>

Contract Spending Plan	Contract spend up to YTD	Estimated Contract Spend in 2026	Future Spending	Total
The Centre at Federal Way	\$	\$252	\$3,643	\$3,895
<b>Contract Detail</b>		<b>Board Approved Contract Value</b>	<b>Proposed Action</b>	<b>Proposed Revised Contract Value</b>
The Centre at Federal Way		\$	\$3,895	\$3,895
Contingency		\$		
Contract Total		\$	\$3,895	\$3,895
Estimated Taxes				
<b>Total (with estimated taxes)</b>		\$	\$3,895	\$3,895
Percent Contingency		0%	0%	0%

<sup>1</sup>2026 Annual Operating Budget amounts reflect proposed amounts and are subject to change with the publishing of the Adopted Budget on March 26, 2026

<sup>2</sup>YTD Spend as of 1/31/2026

**Disadvantaged and small business participation**

Not applicable to this action.

**Public involvement**

Not applicable to this action.

**Time constraints**

A one-month delay would risk Sound Transit operations the ability to respond to incidents within 15 minutes along the entire alignment, comparable with peer agencies.

**Prior Board/Committee actions**

Not applicable to this action.

**Environmental review – KH 2/24/26**

**Legal review – NM 2/27/26**



## Motion No. M2026-10

A motion of the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a five-and-a-half-year lease agreement with two one-year options with DM VENTURES FW Center, LLC consisting of 13,418 rentable square feet of space on the fifth floor at 2505 S 320th St. in Federal Way, in an amount not to exceed \$3,895,093.

### Background

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This property location is well suited to enable Sound Transit to meet many operational needs. In particular, this location will: (1) allow operations staff to respond to incidents within a 15-minute response-time goal; (2) provide office space for a reporting location for staff to sign in and out of work, to complete shift turn over, maintenance and corrective action administrative duties, conference areas to perform daily safety briefings and trainings, front line field leadership, and break areas for front line staff; (3) provide space for lockers and commonly used spare parts storage; (4) provide parking for light duty work vehicles; (5) provide space for approved increased 2026 MOW staffing; and (6) provide additional needed operations capacity to the agency's existing MOW facilities. The facility will be used in conjunction with a nearby Sound Transit-owned fenced lot with parking for large welding trucks, containers, and additional spare large parts storage to fulfill the full requirements of a typical MOW facility. A MOWS facility will significantly reduce drive to the South end of the one line after staff report for their shift versus drive time for staff starting from the OMFC.

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## **Motion**

It is hereby moved by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a five-and-a-half-year lease agreement with two one-year options with DM VENTURES FW Center, LLC consisting of 13,418 rentable square feet of space on the fifth floor at 2505 S 320th St. in Federal Way, in an amount not to exceed \$3,895,093.

APPROVED by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on \_\_\_\_\_.

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Kristina Walker  
Rider Experience and Operations Committee Chair

## **Attest:**

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Katie Flores,  
Board Administrator