

STAFF REPORT

**SOUND TRANSIT
MOTION NO. M2001-28**

**Memorandum of Agreement with City of Federal Way for
Development of a Transit Center and Parking Structure**

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	4/5/01	Discussion/ Possible Action to Recommend	Agnes Govern, Director, Regional Express	(206)398-5037
Board	4/12/01	Board Approval Action	Jim Edwards, Program Manager, Regional Express Fred Chou, Project Manager, Capital Projects	(206)398-5436 (206)398-5034

PROPOSED ACTION

Approval of this motion would authorize the Executive Director to execute a Memorandum of Agreement (MOA) between Sound Transit and the City of Federal Way, establishing the working relationship and funding responsibilities relating to the environmental process, design, permitting, construction, and transit oriented development (TOD) for the Federal Way Transit Center/Parking Structure Project and to provide funding in an authorized amount not to exceed \$1,016,000.

KEY FEATURES

Highlights of Proposed Action:

- ◆ Authorizes the Executive Director to execute an MOA with the City of Federal Way establishing each agency's role and funding responsibility as related to the environmental process, design, permitting, construction, and TOD opportunities for the Federal Way Transit Center/Parking Structure Project and to provide funding in the amount not to exceed \$1,016,000.
- ◆ Takes advantage of an opportunity to combine design and construction efforts between Sound Transit and the City of Federal Way on 23rd Avenue South improvements to save money, resources, and minimize construction impacts.
- ◆ Describes understanding of required on-site stormwater detention and the use of City's regional detention pond for the proposed project.
- ◆ Describes the development of an agreement for any future TOD.

Discussion of Proposed Action:

The City of Federal Way has been designated under the Washington State Growth Management Act as an Urban Center and is an important hub for origin and destination transit trips. There is currently a transit center and a park-and-ride lot facility located in Federal Way, just south of the I-5 and South 320th Street interchange. Overcrowded passenger loading platform, insufficient parking and bus layover spaces, and inability to accommodate future

service growth are problems plaguing the existing facility. The proposed Federal Way Transit Center/Parking Structure Project will address these needs.

Sound Move calls for the development of a new transit center and increased park-and-ride lot capacity in downtown Federal Way. The project is nearing completion of the Preliminary Engineering/Environmental Documentation phase. Sound Transit has identified a preferred alternative and has prepared a draft NEPA (National Environmental Policy Act) Environmental Assessment (EA) document. The preferred alternative is a transit center and a parking structure to be located at the southwest corner of South 316th Street and 23rd Avenue South in downtown Federal Way. The facility consists of a new transit center with six bays, a passenger platform, plaza, drop-off area, bus layover area, and a parking structure that will accommodate approximately 1,200 vehicles. This facility will be served by ST Express, King County Metro, and Pierce Transit.

The draft environmental documentation is currently under review by the Federal Transit Administration (FTA), the Federal Highway Administration (FHWA), and Washington State Department of Transportation (WSDOT) and is scheduled to be released for public review/comment in April/May 2001. Sound Transit expects moving into final design phase in early summer after receiving a Finding of No Significant Impact (FONSI) from FTA and FHWA and after adopting the EA in compliance with SEPA (State Environmental Policy Act).

This MOA establishes the guidelines for a cooperative working relationship and funding responsibilities between Sound Transit and the City of Federal Way (City) to share resources and responsibilities regarding environmental process, design, permitting, and to facilitate possible future transit oriented development.

The MOA includes the following key components:

- Transportation Improvements – City to undertake the design and construction of Sound Transit's transportation improvements on 23rd Avenue South as part of the City's 23rd Avenue roadway improvement project. Sound Transit's responsibilities include two traffic signals, frontage improvements, future pavement rehabilitation, and off-site intersection mitigation.
- Stormwater Management – Sound Transit will construct a two acre-feet on-site stormwater detention facility, and the City will allow the remaining volume be drained to a City owned regional detention facility. City will waive all fees associated with the use of the regional detention facility.
- Transit Oriented Development – Sound Transit and the City will prepare and execute an agreement outlining the effort to identify an appropriate development that could be placed on the Project site.
- Environmental document, design, and permit review process.
- Sound Transit's cost responsibility – Outlines the maximum reimbursement to the City for the transportation improvements listed above, in an amount not to exceed \$1,016,000.

BUDGET

This action would authorize the Executive Director to execute an MOA with the City of Federal Way and will describe the process Sound Transit will use to reimburse the City toward identified frontage and corridor improvements that are required to mitigate traffic impacts. There is no

contingency associated with this MOA. The MOA total is within the adopted lifetime budget for this phase of the project.

Total Project Budget(1)	Budget for Final Design & Construction Phase(1) (A)	Obligations to Date(2) (B)	Total Amount Requested (C)	Final Design & Construction Budget Remaining (A-[B+C])
\$38,881	\$32,371	\$2,004	\$1,016	\$29,351

All figures shown are year of expenditure (YOES) in thousands.

The table above shows that the Adopted 2001 budget contains sufficient budget for this effort. Committing these funds will not endanger any other project elements that are to be funded out of the respective elements of the budget.

- (1) Budget figures shown reflect the ten-year capital plan in accordance with the 2001 Adopted Budget. This project (number 321) is shown on page 190 of the budget document.
- (2) Includes life-to-date expenditures and outstanding commitments (on contract but not paid yet) as of December 31, 2000.

ALTERNATIVES

The Finance Committee could choose not to execute the MOA with the City. Sound Transit would then need to complete the street improvement work independently, and also store the entire stormwater runoff on-site rather than discharging a majority downstream to a regional detention facility at no cost to Sound Transit.

CONSEQUENCES OF DELAY

By not executing the MOA, the opportunity to save money, resources, and minimize street improvement construction impacts to the same area will be lost. The City will complete its street improvement design and construction without Sound Transit's participation.

TOD opportunities will be greatly diminished because without conveying a large portion of the required detention volume downstream to the City's regional detention facility, the entire detention volume would need to be provided on site which will require more space in addition to a significant increase in construction costs. In addition, Sound Transit will not be able to capitalize the usage of the regional detention facility at no cost.

REGIONAL PARTNERSHIP AND COOPERATION

The Federal Way Transit Center/Parking Structure Project is part of the Federal Way Project Grouping, which has an established Project Management Team and an Executive Advisory Committee to assist Sound Transit in making project decisions. The Project Management Team is comprised of technical staff from Sound Transit, WSDOT, the City of Federal Way, the City of Kent, and King County. The Executive Advisory Committee is comprised of elected officials, key agency management staff, citizens, and city business and community leaders whose responsibility is to advise Sound Transit on project matters.

The City of Federal Way has scheduled, within the next three years, approximately \$37 million of transportation infrastructure improvements within the city center to prepare the entire downtown for the Transit Center/Parking Structure Project.

PUBLIC INVOLVEMENT

Sound Transit has a public outreach program that is designed to solicit feedback at key stages of the project. So far there have been two open houses and two newsletters on the Project, as well as a project web site. Additionally, a design workshop was held with members of the community, agency, and design professionals who spent a day looking at the Federal Way transit center/parking structure design and operational layout of the facility and presented several suggestions. The current orientation of the parking structure is a direct result of the design workshop. An environmental hearing for the parking structure is planned for April as part of the public comment period following release of the Environmental Assessment document.

LEGAL REVIEW

MBL 3/20/01

SOUND TRANSIT

MOTION NO. M2001-28

A motion of the Board of the Central Puget Sound Regional Transit Authority to authorize the Executive Director to execute a Memorandum of Agreement (MOA) with the City of Federal Way establishing the working relationship between Sound Transit and the City of Federal Way relating to the environmental process, design, permitting, construction, and transit oriented development for the Federal Way Transit Center/Parking Structure Project and provide funding in an authorized amount not to exceed \$1,016,000.

Background:

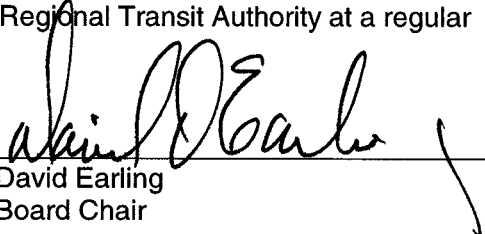
Sound Move calls for the development of a new transit center and increased park-and-ride lot capacity in downtown Federal Way. The project is currently at the latter part of the Preliminary Engineering/ Environmental Documentation phase. The project team has identified a preferred alternative to construct a transit center and a 1,200-stall parking structure at the southwest corner of South 316th Street and 23rd Avenue South. The environmental documentation is currently under review by the Federal Transit Administration (FTA), the Federal Highway Administration (FHWA), and Washington State Department of Transportation (WSDOT) and scheduled to be released for public review/comment in April/May 2001. Sound Transit expects to move into the final design phase later this spring after receiving a Finding of No Significant Impact (FONSI) from FTA and FHWA in compliance with the National Environmental Policy Act and after adopting the environmental document in compliance with the State Environmental Policy Act.

This MOA establishes the guidelines for a cooperative relationship between Sound Transit and the City of Federal Way to share resources and responsibilities regarding environmental process, design, permitting, and to facilitate future transit oriented development for the Federal Way Transit Center/Parking Structure and provide funding in the amount not to exceed \$1,016,000. The MOA includes the following key components: Transportation improvements on 23rd Avenue South; stormwater management; transit oriented development; environmental document, design and permit review process; and Sound Transit's cost responsibility.

Motion:

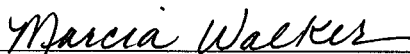
It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that the Executive Director be authorized to execute a Memorandum of Agreement with the City of Federal Way establishing the working relationship between Sound Transit and the City of Federal Way relating to the environmental process, design, permitting, construction, and transit oriented development for the Federal Way Transit Center/Parking Structure Project in an authorized amount not to exceed \$1,016,000.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on the 12th day of April 2001.



David Earling
Board Chair

ATTEST:



Marcia Walker
Board Administrator