



## Summary Minutes

### System Expansion Committee Meeting October 8, 2020

#### Call to order

The meeting was called to order at 1:31 p.m. by Committee Chair, Claudia Balducci virtually on WebEx.

#### 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

Katie Flores, Board Administrator, announced that a quorum of the System Expansion Committee was present at roll call.

#### Report of the Chair

##### Schedule for near-term actions authorized by the Board

Chair Balducci thanked the Board for approving consideration of a series of near-term project actions at its last meeting. She noted that the action was an important part of the Board's deliberative response to the COVID-19 recession.

#### CEO Report

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

Federal Update – CEO Rogoff noted there is considerable uncertainty about if and when the Congress and the Administration will reach agreement on further COVID relief. The agency is focused on positioning transit generally and Sound Transit in particular in a good place if and when they agree to a final package. The U.S. House voted to adopt a revised version of the HEROES Act, which includes \$32 billion in COVID-19 relief funding for transit agencies. The House bill includes two years of funding based on a mechanism you advocated for in your July letter to Congress, setting aside \$2.5 billion of the \$32 billion awarded specifically to agencies on the basis of previously awarded Capital Investment Grants while allocating those funds in inverse proportion to each project's Federal funding share. Sound Transit sought relatively low Federal contributions for Lynnwood Link (36 percent) and Federal Way Link (25 percent). Accordingly, Sound Transit would receive an estimated \$375 in additional funding on top of our previously issued grants for the two projects. That would be the most of any of the fourteen agencies eligible to participate in this set-aside. The bill would use formulas to award an estimated \$594 million to our region's 10 transit agencies.

Schedule for near-term actions authorized by the Board – At the September Board meeting, the Board approved consideration of a series of near-term actions to un-pause several key projects. Those decisions honored our deliberative realignment process by helping us stay on track to shovel readiness, while also keeping us mindful of the current economic realities of the COVID-19 recession.

Don Billen, Executive Director of Planning, Environment and Project Management, who helped present the staff's unpausing recommendations at the September Board meeting, outlined the schedule of considering these near-term actions this month and next.

Chair Balducci asked that the Board be notified if the city of Seattle received the federal grant needed to advance the Madison BRT program. CEO Rogoff, reported that the City has not received the federal grant to date but he will keep the Board apprised going forward.

## **Public comment**

Committee Chair Balducci noted that due to the Governor's order the Board is only accepting public comment via email. Board members received comments submitted by the following individuals before the meeting by email.

Sheryl Page  
Joe Kunzler

## **Business items**

### **For Committee Final Action**

Minutes: September 10, 2020 System Expansion Committee meeting

**It was moved by Boardmember Woodards, seconded by Boardmember Smith and carried by unanimous vote that the minutes of the September 10, 2020 System Expansion Committee meeting be approved as presented.**

Motion No. M2020-58: Authorizing the chief executive officer to execute an amendment to the Construction Services Agreement between Sound Transit and the City of Seattle to provide construction assistance and construction services for the Lynnwood Link Extension in the amount of \$5,529,279 with a 10% contingency of \$552,928, totaling \$6,082,207 for a new total authorized agreement amount not to exceed \$37,509,266.

Barbara Hinkle, Deputy Project Manager, provided the staff report.

Chair Balducci advised that Boardmember Durkan was unable to attend, but that the City of Seattle supported the motion.

Board Chair Keel expressed his excitement about this project.

**Motion No. M2020-58 was moved by Boardmember Backus and seconded by Boardmember Baker. Chair Balducci called for a roll call vote.**

#### **Ayes**

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

#### **Nays**

**It was carried by unanimous vote of the six Boardmembers present that Motion No. M2020-58 be approved as presented.**

Motion No. M2020-59: Authorizing the chief executive officer to execute a contract modification with WSP USA Inc. to exercise a contract option for Phase 3 preliminary engineering services for the I-405 Bus Rapid Transit project in the amount of \$10,943,000 with a 10 percent contingency of \$1,094,300 totaling \$12,037,300, for a new total authorized contract amount not to exceed \$26,881,067.

Paul Cornish, Project Director of High Capacity Transit, provided the staff report and presentation and responded to Boardmember questions.

Chair Balducci asked if bus traffic was required to move to the outside lanes, whether additional work would be required. Mr. Cornish advised that additional work would be required if that became the case. This design would not have to change. Those components will be delivered by WSDOT. Today's action was a non WSDOT deliverable. If for some reason we weren't able to maintain those center lanes would we have to do additional work if we had to go to the outside lanes.

**Motion No. M2020-59 was moved by Boardmember Baker 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. M2020-59 be approved as presented.**

Motion No. M2020-60: Authorizing the chief executive officer to execute a contract with Kimley-Horn and Associates, Inc. to provide project development services for the Everett Link Extension & Operations & Maintenance Facility (OMF) North project for Phase 1 - Alternatives Development in the amount of \$14,429,861, with a 10 percent contingency of \$1,442,986, for a total authorized contract amount not to exceed \$15,872,847.

Linneth Riley-Hall, Project Director of High Capacity Transit, provided the staff report and presentation. Chair Balducci noted that the action was the first contract action taken for the Everett Link Extension.

Boardmember Keel asked how Sound Transit planned to assure that the contractor met its Small and Disadvantaged Business Enterprise and goals. Ms. Riley-Hall explained that the project staff met with the contractor, who provided proof of past goal achievements. They presented a list of small and disadvantaged businesses and she advised that staff would be monitoring this closely. CEO Rogoff advised that a more in-depth presentation on DBE Goals would be provided to the Board at its October meeting.

Chair Balducci noted to the Committee that this is the first contract action on Everett Link Extension.

Board Chair Keel expressed the excitement of taking this first action. He acknowledged that the agency is working on the DBE numbers and asked if there are commitments in place, and whether Sound Transit has mechanisms to monitor and ensure these companies are meeting them. He also asked what recourse Sound Transit has if commitments are not kept. Ms. Riley-Hall responded that the small business and DBE organizations need to keep up with their goals and commitments. The contractor has submitted a list of all of the small businesses. She reassured the committee that the team will be monitoring those commitments.

CEO Rogoff also noted that a presentation is planned for the Board on all of the Small business and DBE issues, that presentation will be given by Jonté Robinson in the Office of Civil Rights, Equity, and Inclusion.

**Motion No. M2020-60 was moved by Boardmember Smith 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. M2020-60 be approved as presented.**

**For Recommendation to the Board**

Motion No. M2020-61: Authorizing the chief executive officer to execute an agreement with the City of Everett to provide a construction funding contribution for the Everett Station Park-and-Ride Expansion Project in the amount of \$639,948.

Kamuron Gurol, Director of High Capacity Transit Corridor Development, provided the staff report and presentation.

**Motion No. M2020-61 was moved by Boardmember Backus 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. M2020-61 be forwarded to the Board with a do-pass recommendation.**

**Reports to the committee**

Construction Program Performance Overview

Ron Lewis, Executive Director of Design, Engineering, and Construction Management, provided the report. He began with an overview of the Operations and Maintenance Facility East, which was trending within budget and was on schedule for completion by the end of 2020.

The Northgate link extension was 96 percent complete and due for revenue service by September 2021. The project would achieve an estimated \$52 million. Testing of the vibration and noise dampening systems was still ahead.

The light rail vehicle program was underway, but commissioning was behind schedule due to delays caused by the COVID-19 pandemic, but recovery strategies were underway. Some technical challenges were faced as well, which were being addressed overnight when track time was available. 21 new light

rail vehicles were in Seattle, one in Bellevue at the new OMF - East, and Siemens had 25 cars ready to ship.

The Hilltop Tacoma Link Extension was 64 percent complete. Underground utilities work was 98 percent complete and track work was 64 percent complete.

The East Link Extension was trending within budget and was on schedule for revenue service by June 2023. He advised that a more detailed report was due later in the meeting.

The Lynnwood Link Extension project was 24 percent complete and was trending within budget. Drilled shaft work was nearly complete and elevated work was under way. He advised that the project had a tight budget.

The NE 130th Street Infill Station, which was approved earlier in the year, was advancing and construction was 16 percent complete. 60 percent of the design was complete and it would be presented in late 2021 for Committee and Board consideration.

The Downtown Redmond Link Extension was 14 percent complete and tree removal was due to begin through the fall season.

The Federal Way Link Extension project was trending within budget and on schedule for revenue service in 2024. 70 percent of design was complete and 15 percent of construction was complete.

The Puyallup Parking and Access Station was just beginning and was 10 percent complete. The project was delayed over the summer due to COVID-19's impact on the city of Puyallup.

Mr. Lewis advised that Year-to-date System Expansion Project expenditures were at 94 percent of planned budget through August, however all projects were tracking within approved baseline budgets.

Boardmember Keel asked what steps the agency was taking to address any resurgence of COVID-19. Mr. Lewis advised that safety steps being put into place at construction sites were becoming habits. He expressed concern that off work habits may not be as stringent, but contact tracing and quarantine methods would allow for workers to get back to work quickly.

#### East Link Extension

Mike Bell, Senior Executive Project Director of East Link, and Jon Lebo, Deputy Project Director of Eastlink, provided the presentation. He reviewed the project schedule and the current status of the project.

He advised that COVID-19 impacted all contractors, and the agency determined the delays were unavoidable delays. Contractors disagreed with Sound Transit's assessment, so discussions would continue. Station schedules and systems access were delayed due to multiple reasons. Two such reasons were contractor performance and late design changes.

He outlined upcoming milestones on the project, which were all due to occur in the fourth quarter of 2020 and first quarter of 2021, and reviewed quick updates on each station and notable portions of the extension.

Mr. Bell advised that the report on concrete cracking was nearing completion, and that all damage was repairable. Progress would be prolonged, however.

As systems work was advancing, overhead catenary system installation would require weekend closures in early 2021, and integrated testing would require additional weekend closures later in the year.

Chair Balducci asked when staff would know whether opening early would be possible. Mr. Bell advised that systems work was still underway, but the team would know more at the end of the year.

Chair Balducci observed that the full float time availability indicated that perhaps the project would be completed sooner than planned. Mr. Bell advised that a number of other agency programs required integration. Mr. Rogoff advised that there was still much time before that point was reached.

### Passenger Experience Program Update

CEO Rogoff introduced the presentation, and advised that Russ Arnold's title and department changed in the interest of passenger service. He introduced Russ Arnold, Chief Passenger Experience Officer, to provide the report.

Mr. Arnold advised that his department changed, growing significantly in both scope and count. Three divisions fell under the department's purview, including passenger services, wayfinding and signage, and passenger innovation. He explained that collaboration with other departments was paramount to the department's success and drove many of its projects.

He reviewed some of the important work the department was conducting, including passenger access, where to play, and simplified signage and line naming, audio messaging improvements in cars, ensuring consistent experiences.

A passenger experience design manual was under development, which put the passengers' experience as the main focus and working backward from there. Passenger personas were created and integrated into the design manual as well. Passenger personas are fictional characters created from a combination of features, and which can be used to ensure that the needs of all passengers are addressed in station design.

Board Chair Keel thanked Mr. Arnold for the presentation.

### **Executive session**

None.

### **Other business**

None.

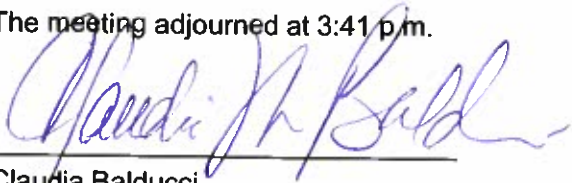
### **Next meeting**

Thursday, November 12, 2020  
1:30 to 4:00 p.m.  
WebEx Event

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.

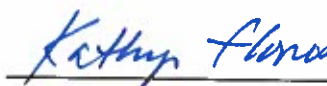
### **Adjourn**

The meeting adjourned at 3:41 p.m.



Claudia Balducci  
System Expansion Committee Chair

ATTEST:



Kathryn Flores  
Board Administrator

APPROVED on November 12, 2020, TW