

Spokane Transit Authority
1230 West Boone Avenue
Spokane, WA 99201-2686
(509) 325-6000

BOARD OPERATIONS COMMITTEE MEETING
Wednesday, February 12, 2020, 1:30 p.m.

Spokane Transit Authority, Northside Conference Room
1230 West Boone Avenue, Spokane, Washington

REVISED AGENDA

Estimated Meeting Time: 75 Minutes

1. Call to Order and Roll Call
2. Approve Committee Agenda (*French*)
3. Chair's Comments (*French*) (*5 minutes*)
4. Committee Action/Discussion: (*5 minutes*)
 - A. Minutes of January 8, 2020 Committee Meeting – Corrections/Approval
5. Committee Chair reports: (*20 minutes*)
 - A. Chris Grover, Planning & Development
 - B. Lori Kinnear, Performance Monitoring & External Relations
6. Jefferson Lot Cooperative Park & Ride Agreement – Recommendation (*Otterstrom*) (*10 minutes*)
- 6.1 **Central City Line: Award of Contract – Core Construction Contract (*Otterstrom*) (*10 minutes*)**
7. Board of Directors Draft February 20, 2020 Meeting Agenda – Corrections/Approval (*5 minutes*)
8. CEO Report (*10 minutes*)
9. New Business
10. Executive Session (*10 minutes*)
11. Adjourn

Next Committee Meeting: Wednesday, March 11, 2020, 1:30 p.m.
(STA Northside Conference Rooms, 1230 West Boone Avenue, Spokane, WA)

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting on STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend.

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

February 12, 2020

AGENDA ITEM 2 : APPROVE COMMITTEE AGENDA

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Al French, Committee Chair

SUMMARY

At this time, the Board Operations Committee will review the meeting agenda with any revisions enclosed in the blue folders.

RECOMMENDATION TO COMMITTEE: Approve agenda.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

February 12, 2020

AGENDA ITEM 3 : BOARD OPERATIONS COMMITTEE CHAIR'S REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Al French, Committee Chair

SUMMARY

Mr. French will take this opportunity to discuss topics of interest regarding Spokane Transit.

RECOMMENDATION TO COMMITTEE: Receive report.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

February 12, 2020

AGENDA ITEM 4A : MINUTES OF THE JANUARY 8, 2020, COMMITTEE MEETING -
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Kathleen Roberson
Executive Assistant to the Chief Financial Officer

SUMMARY

The January 8, 2020, meeting minutes are attached for your information, correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and / or approval.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

BOARD OPERATIONS COMMITTEE MEETING

Draft Minutes of the January 8, 2020 Meeting
Spokane Transit Northside Conference Room

MEMBERS PRESENT

Chris Grover, Small Cities Representative (Cheney),
Planning & Development Committee Chair
Pamela Haley, City of Spokane Valley
Lori Kinnear, City of Spokane, *Performance Monitoring
& External Relations Committee Chair, Ex-officio*
E. Susan Meyer, Chief Executive Officer, *Ex-officio*

STAFF PRESENT

Emily Arneson, *Ombudsman & Accessibility Officer*
Dana Infalt, *Clerk of the Authority*
Monique Liard, *Chief Financial Officer*
Karl Otterstrom, *Director of Planning & Development*
Roger Watkins, *Chief Operations Officer*
Nancy Williams, *Director of Human Resources & Labor
Relations*
Dan Wells, *Deputy Director of Capital Development*

MEMBERS ABSENT

Al French, Spokane County, *Chair*

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

1. CALL TO ORDER AND ROLL CALL

Acting Chair Grover called the meeting to order at 1:30 p.m. and conducted roll call.

2. APPROVE COMMITTEE AGENDA

Ms. Haley moved to approve the agenda, Mr. Grover seconded and the motion passed unanimously.

3. CHAIR'S COMMENTS

Mr. Grover, Acting Chair, said he is excited for STA as the year 2020 begins.

4. COMMITTEE ACTION/DISCUSSION

a. December 11, 2019 Committee Minutes

Ms. Haley moved to approve the December 11, 2019, committee meeting minutes as submitted, Mr. Grover seconded and the motion passed unanimously.

5. COMMITTEE CHAIR REPORTS

a. Planning & Development (P&D)

b. Performance Monitoring & External Relations (PMER)

No reports. The P&D and PMER committees did not meet in January.

6. CENTRAL CITY LINE: CONSTRUCTION MANAGEMENT & ADMINISTRATION TASK ORDER AUTHORIZATION

Mr. Otterstrom presented information on the Construction Management (CM) scope of work and budget considerations for the Central City Line (CCL) core construction contract. Staff prepared an Independent Cost Estimate of the value of the task order for CM services at approximately \$5.46 million without a central project office. Staff requested and received a proposal from Coffman Engineers, STA's on-call engineering firm, to provide full-time CM services. Coffman Engineers is willing to negotiate a final scope of work, including a central project office, not to exceed \$5.5 million. Staff is seeking Board authority for the Chief Executive Officer (CEO) to negotiate and execute a task order for the CCL construction management and administration activities with Coffman Engineers under an existing, Board-approved, engineering services contract (#2017-10019).

Ms. Haley moved to recommend the Board authorize the CEO to negotiate and award a task order with Coffman Engineers under existing contract #2017-10019 for an amount not to exceed \$5.5 million for construction management, administration, inspection, and related services, and forward to the Board consent agenda. Mr. Grover seconded the motion and the motion passed unanimously.

7. JEFFERSON LOT COOPERATIVE PARK AND RIDE AGREEMENT

The agenda item was deferred to the February 12, 2020, Board Operations Committee meeting. The agreement is under review at the Washington State Department of Transportation's Assistant Attorney General's office.

8. APPROVAL FOR BOARD MEMBER TRAVEL TO 2020 APTA MEETINGS

As part of Board development, STA budgeted eight Board member trips to attend 2020 American Public Transportation Association (APTA) Conferences. The first is the 2020 Legislative Conference in Washington, D.C. and second is the APTA EXPO in Anaheim, California. There will be opportunities to meet with legislators and Federal Transit Administration staff.

Ms. Haley moved to approve and forward to the Board consent agenda travel for up to eight board members to attend APTA conferences in 2020. Mr. Grover seconded the motion and the motion passed unanimously.

9. APPOINTMENT OF CHAIRS & BOARD MEMBERS TO P&D AND PMER COMMITTEES FOR 2020

The Board Chair appoints Board members to chair and serve on the Planning & Development Committee and the Performance Monitoring & External Relations Committee, subject to confirmation by the STA Board. Mr. French submitted the following appointments:

Planning & Development (P&D) Committee

1. Chair – Chris Grover, Small Cities (*Cheney*)
2. Candace Mumm, City of Spokane
3. Karen Stratton, City of Spokane
4. Pamela Haley, City of Spokane Valley
5. Kevin Freeman, Small Cities (*Millwood*) (*Ex-Officio*)
6. E. Susan Meyer (*Ex-Officio*)

Performance Monitoring & External Relations (PMER) Committee

1. Chair – Lori Kinnear, City of Spokane
2. Josh Kerns, Spokane County
3. Kate Burke, City of Spokane
4. Tim Hattenburg, City of Spokane Valley
5. Veronica Messing, Small Cities (*Airway Heights*) (*Ex-Officio*)
6. Mike Kennedy, Small Cities (*Liberty Lake*) (*Ex-Officio*)
7. Rhonda Bowers (*non-voting labor representative*)
8. E. Susan Meyer (*Ex-Officio*)

Ms. Haley moved to forward to the Board consent agenda for confirmation the above-referenced Chair and Board member appointments to the Planning & Development and Performance Monitoring & External Relations committees for 2020. Mr. Grover seconded the motion and the motion passed unanimously.

10. BOARD OF DIRECTORS AGENDA JANUARY 16, 2020

Agenda item 5.C. Jefferson Lot Cooperative Park & Ride Agreement was removed from the Board consent agenda and will be deferred to the February 20, 2020, meeting.

Ms. Haley moved to approve the Board agenda as amended, Mr. Grover seconded and the motion passed unanimously.

11. CEO REPORT

STA held a well-attended, pre-bid meeting for the Central City Line (CCL) core construction contract. The project is \$18-20 million. STA consultants from Coffman Engineers, Hill International, and Jacobs Engineering also participated. The Invitation for Bid is due on January 30. There are two possible addendums which may move the January 30 date out in order to give the contractors time to prepare comprehensive proposals.

STA is planning a Central City Line Milestone event on January 21, 2020, at 11:15 a.m. The event will be held in the Boone Northwest Garage. "Save The Date" invitations have been sent to Board members and state and local legislators. Details will be announced soon.

12. NEW BUSINESS

None

13. ADJOURN

With no further business to come before the Committee, Acting Chair Grover adjourned the meeting at 2:06 p.m.

Respectfully submitted,



Kathleen Roberson
Executive Assistant to the Chief Financial Officer

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

February 12, 2020

AGENDA ITEM 5A : PLANNING & DEVELOPMENT COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Chris Grover, Chair, Planning & Development

SUMMARY

Mr. Grover will review the February 5, 2020, and March 4, 2020, committee meeting agendas as part of his report. Agendas are attached.

RECOMMENDATION TO COMMITTEE: For information & discussion.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

Spokane Transit Authority
1230 West Boone Avenue
Spokane, WA 99201-2686
(509) 325-6000

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, February 5, 2020, 10:00 a.m.
Spokane Transit Southside Conference Room

AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Public Expressions
3. Committee Chair Report (*5 minutes*)
4. Committee Action (*5 minutes*)
 - A. Minutes of the December 4, 2019 Committee Meeting -- *Corrections/Approval*
5. Committee Action
 - A. Board Consent Agenda
(*No items being presented this month.*)
 - B. Board Discussion Agenda
(*No items being presented this month.*)
6. Reports to Committee (*60 minutes*)
 - A. Review 2020 Planning and Development Committee Work Program – (*Otterstrom*)
 - B. Central City Line (City Line): Construction Contracting Update – (*Otterstrom/Wells*)
 - C. 2020 Draft Title VI Program – (*Otterstrom/Howell*)
 - D. 2020 Transit Development Plan Overview – (*Otterstrom/Tresidder*)
 - E. Downtown Spokane Plan Development Update – (*Otterstrom/Tresidder*)
 - F. Cheney High Performance Transit Line Public Outreach Update – (*Otterstrom/Hanson/Weinand*)
7. Committee Information
(*No information included this month.*)
8. Review March 4, 2020 Committee Meeting Agenda
9. New Business (*10 minutes*)
10. Committee Members' Expressions (*10 minutes*)
11. Adjourn
12. Next Committee Meeting: Wednesday, March 4, 2020 at 10:00 a.m.
(STA Southside Conference Room, 1230 West Boone Avenue, Spokane, WA)

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PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, March 4, 2020, 10:00 a.m.
Spokane Transit Southside Conference Room

DRAFT AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Public Expressions
3. Committee Chair Report (*5 minutes*)
4. Committee Action (*15 minutes*)
 - A. Minutes of the February 5, 2020 Committee Meeting -- *Corrections/Approval*
 - B. High Performance Transit: Approval of Scope of Work For Amenity Installer – (*Otterstrom/Wells/Hanson*)
5. Committee Action
 - A. Board Consent Agenda (*25 minutes*)
 1. Adopt 2020 Draft Title VI Program – (*Otterstrom/Howell/Limon*)
 2. 2020 Transit Development Plan: Board Guidance – (*Otterstrom/Wells*)
 3. Central City Line (City Line): Award of Contract of Communications Provider(s) – (*Otterstrom/Hanson*)
 4. Central City Line (City Line): Award of Contract for Ten 60’ Battery Electric Buses – (*Blaska/Wilder*)
 - B. Board Discussion Agenda
(*No items being presented this month.*)
6. Reports to Committee (*25 minutes*)
 - A. 2020 Transit Development Plan: Develop Mid-Range Planning Guidance – (*Otterstrom/Tresidder*)
 - B. Draft SRTC 2020-2021 Unified Planning Work Program (UPWP) – (*Otterstrom/Tresidder*)
 - C. Connect Spokane: Major Update Scope of Work – (*Otterstrom/Tresidder*)
 - D. Division Street Corridor Study Update – (*Otterstrom/Tresidder*)
 - E. Cheney Line Infrastructure and Alignment Plan – (*Otterstrom/Hanson*)
7. Committee Information
(*No information included this month.*)
8. Review April 1, 2020 Committee Meeting Agenda
9. New Business (*10 minutes*)
10. Committee Members’ Expressions (*10 minutes*)
11. Adjourn
12. Next Committee Meeting: Wednesday, April 1, 2020 at 10:00 a.m.
(STA Southside Conference Room, 1230 West Boone Avenue, Spokane, WA)

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

February 12, 2020

AGENDA ITEM 5B : PERFORMANCE MONITORING & EXTERNAL RELATIONS
COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Lori Kinnear, Chair, Performance Monitoring & External Relations

SUMMARY

Ms. Kinnear will review the February 5, 2020, and March 4, 2020, committee meeting agendas as part of her report. Agendas are attached.

RECOMMENDATION TO COMMITTEE: For information and discussion.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

Spokane Transit Authority
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PERFORMANCE MONITORING AND EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, February 5, 2020, 1:30 p.m.
Spokane Transit Southside Conference Room

AGENDA

Estimated meeting time: 60 minutes

1. Call to Order and Roll Call
2. Public Expressions
3. Committee Chair Report (*5 minutes*)
4. Committee Action (*5 minutes*)
 - A. Minutes of the December 4, 2019, Committee Meeting – *Corrections/Approval*
5. **Committee Action** (*20 minutes*)
 - A. Board Consent Agenda
 1. 2020 Performance Measures (*Watkins*)
 2. I-90/Valley Corridor Award of Contract for Design and Engineering Services (*Otterstrom*)
 - B. Board Discussion Agenda
 1. (*no items being presented this month*)
6. **Reports to Committee** (*20 minutes*)
 - A. 2021-2022 Service Revisions Preliminary Proposal (*Otterstrom*)
 - B. Legislative Report (*Rapez-Betty*)
7. Committee Information – *no discussion/staff available for questions*
 - A. December 2019 Operating Indicators (*Watkins*)
 - B. 2019 State Audit Timeline (*Liard*)
 - C. January 2020 Sales Tax Revenue Information (*Liard*)
 - D. 4th Quarter 2019 Service Planning Public Input Report (*Otterstrom*)
8. March 4, 2020, Committee Packet Draft Agenda Review
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn
12. Next Committee Meeting: March 4, 2020, 1:30 p.m.

(STA Southside Conference Room, 1230 West Boone Avenue, Spokane, Washington)

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PERFORMANCE MONITORING AND EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, March 4, 2020, 1:30 p.m.
Spokane Transit Southside Conference Room

DRAFT AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Public Expressions
3. Committee Chair Report (*5 minutes*)
4. Committee Action (*20 minutes*)
 - A. Minutes of the February 5, 2020, Committee Meeting – *Corrections/Approval*
 - B. Scope of Work for Monroe-Regal Line Phase II (*Otterstrom*)
 - C. Scope of Work for Battery Electric Bus Charging Infrastructure (*Blaska*)
5. **Committee Action**
 - A. Board Consent Agenda
 1. (*no items being presented this month*)
 - B. Board Discussion Agenda
 1. (*no items being presented this month*)
6. **Reports to Committee** (*40 minutes*)
 - A. Year End 2019 Performance Measures (*Blaska*)
 - B. Year End 2019 Unaudited Financial Report (*Liard*)
 - C. 2019 Community Perception Survey Results (*Rapez-Betty*)
 - D. Communications Plan Overview (*Rapez-Betty*)
 - E. Legislative Report (*Rapez-Betty*)
7. Committee Information – *no discussion/staff available for questions*
 - A. January 2020 Operating Indicators (*Blaska*)
 - B. January 2020 Financial Results Summary (*Liard*)
 - C. February 2020 Sales Tax Revenue Information (*Liard*)
8. April 1, 2020, Committee Packet Draft Agenda Review
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn
12. Next Committee Meeting: April 1, 2020, 1:30 p.m.

(STA Southside Conference Room, 1230 West Boone Avenue, Spokane, Washington)

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SPOKANE TRANSIT AUTHORITY

BOARD OPERATIONS COMMITTEE MEETING

February 12, 2020

AGENDA ITEM 6 : JEFFERSON LOT COOPERATIVE PARK AND RIDE AGREEMENT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning and Development

SUMMARY: Staff request board authority to execute a no-cost cooperative agreement with the Washington State Department of Transportation (WSDOT) for the use of the Jefferson Lot Park and Ride.

The Jefferson Lot is a park and ride facility under the I-90 Viaduct between Jefferson and Walnut streets with approximately 400 parking stalls. For decades, it has been used primarily by commuters traveling to Eastern Washington University. Although WSDOT owns the land, the City of Spokane is the master lease holder for all the off-street areas under I-90 through an agreement dated May 10, 1971. Spokane Transit last signed a lease agreement with the City of Spokane for the Jefferson Park and Ride in June 2015. This lease agreement was approved through May 10, 2021.

In 2016, Spokane Transit invested in a park and ride improvement project, rehabilitating pavement, upgrading lighting, adding security cameras, a real time bus arrival information sign and other improvements. Before making the improvements, WSDOT assured STA in writing that they intend to pursue a direct lease of the lot to STA, potentially simplifying the lease arrangement.

Consistent with the intent signaled in 2016, WSDOT recently contacted Spokane Transit to negotiate a Park and Ride Cooperative Agreement directly with WSDOT. Spokane Transit's lease with the City of Spokane will be terminated *de facto* and replaced with a Cooperative Agreement with WSDOT. This Cooperative Agreement will allow STA to maintain the Jefferson Park and Ride and continue transit use with no lease payments to the City of Spokane, which have totaled \$339,000 between 2005 and 2019, and without the new agreement would exceed \$28,000 in 2020 lease expenses. A draft of the Jefferson Park and Ride Cooperative Agreement will be provided at the meeting. Board authorization is required to enable the CEO to sign the final agreement.

RECOMMENDATION TO COMMITTEE: Recommend the Board authorize the CEO to execute the Jefferson Park and Ride Cooperative Agreement and forward to the Board consent agenda.

COMMITTEE ACTION:

RECOMMENDATION TO BOARD:

FINAL REVIEW FOR BOARD BY:

Division Head _____

Chief Executive Officer _____

Legal Counsel _____

SPOKANE TRANSIT AUTHORITY

BOARD OPERATIONS COMMITTEE MEETING

February 12, 2020

AGENDA ITEM 6.1 : CENTRAL CITY LINE: AWARD OF CONTRACT – CORE CONSTRUCTION CONTRACT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning and Development
Dan Wells, Deputy Director of Capital Development
Don Skillingstad, Capital Projects Manager

SUMMARY: On December 4, 2019, the Planning and Development Committee approved the Central City Line (CCL) Core Construction scope of work authorizing the release of an Invitation for Bid (IFB). An extensively advertised competitive bidding period will be completed in early February. The purpose of this item is to seek the committee’s recommendation to award the core construction contract.

STA Board Resolution 774-19, adopted 7/25/19, approved the full project budget of \$92.231 million, which includes a combination of federal Small Starts funding and state, local and federal CMAQ funds. Implementation of the project requires a variety of services, construction activities, and equipment which are being provided by a variety of contracts.

The Core Construction scope of work represents the vast majority of construction for stations and roadwork along the Central City Line. For the general public, property owners and customers, it will be among the most visible construction activities during the next two years along the Central City Line. This work will include the construction of the station platforms, safety railing, and ADA features. The scope of work will also include the reconstruction of several streets, construction of a roundabout, the installation of three (3) traffic/pedestrian signals and the relocation of wet and dry utilities and numerous locations

Upon approval of the scope of work by the Planning and Development Committee, the project team issued the IFB package. Below is a table of IFB milestones:

Milestone	Date
Bid Advertisement	12/23/19
Pre-Bid Meeting	01/08/20
Addendum #1 Issued	01/10/20
Project Meeting #1	01/20/20
Project Meeting #2	01/24/20
Addendum #2 Issued	01/24/20
Addendum #3 Issued	01/28/20
Addendum #4 Issued	02/03/20
Bid Due Date	02/07/20

As of this writing, the bid results are unknown. Results will be provided to the committee members in advance of their February meeting following a review of the bids by an evaluation committee meeting composed internal staff.

The anticipated Core Construction schedule moving forward is shown below:

Milestone	Date
Planning & Development AOC Recommendation	02/05/20
STA Board AOC Approval	02/20/20
Contract Execution	03/04/20
Notice to Proceed	03/10/20
Pre-Construction Meeting	03/11/20
Start of Construction	05/04/20
Final Substantial Completion	11/15/21

RECOMMENDATION TO COMMITTEE: To be determined.

COMMITTEE ACTION:

RECOMMENDATION TO BOARD:

FINAL REVIEW FOR BOARD BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

February 12, 2020

AGENDA ITEM 7 : BOARD OF DIRECTORS MEETING AGENDA FEBRUARY 20, 2020
– CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, CEO

SUMMARY

The Board of Directors meeting agenda for February 20, 2020, is attached for your information, correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and / or approval

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

Spokane Transit Authority
1230 West Boone Avenue
Spokane, WA 99201-2686
(509) 325-6000

BOARD MEETING

Thursday, February 20, 2020, at 1:30 p.m.
Spokane Transit Authority Boardroom
1230 West Boone Avenue, Spokane, Washington

DRAFT AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Approve Board Agenda (*Al French*)
3. Public Expressions
4. Recognitions and Presentations: *5 minutes*
 - A. FTA / City Line Grant Award-Highlights (*Meyer*)
5. Public Hearing: *15 minutes*

2020 Draft Title VI Program (*Karl Otterstrom*) (*Action at the March Board Meeting*)
Comments should be addressed to Karl Otterstrom, Director of Planning and Development
kotterstrom@spokanetransit.com
6. Board Action - Consent Agenda: *10 minutes*
 - A. Minutes of the January 16, 2020, Board Meeting – Corrections/Approval
 - B. I-90/Valley Corridor Award of Contract for Design & Engineering Services (*Karl Otterstrom*)
 - C. Jefferson Lot Cooperative Park & Ride Agreement (*Karl Otterstrom*)
 - D. Central City Line Award of Contract – Core Construction Contract (*Karl Otterstrom*)
 - E. 2020 Performance Measures (*Steve Blaska*)
7. Board Action – Committee Recommendations: *none*
8. Board Action – Other: *15 minutes*
 - A. Nonprofit Discount Pass Update-for Discussion (*Monique Liard/Emily Arneson*)
9. Board Operations Committee: *5 minutes*
 - A. Chair’s Report (*Al French*)
10. Planning & Development Committee: *5 minutes*
 - A. Chair’s Report (*Chris Grover*)
11. Performance Monitoring & External Relations Committee: *10 minutes*
 - A. Chair’s Report (*Lori Kinneer*)
 - i. 2021-2022 Service Change Preliminary Proposal (*Karl Otterstrom*)

12. CEO Report: *10 minutes*
13. Board Information – *no action or discussion*
 - A. Committee Minutes
 - B. January 2020 Sales Tax Summary (*Monique Liard*)
 - C. 2019 State Audit Timeline (*Monique Liard*)
 - D. December 2020 Operating Indicators (*Steve Blaska*)
 - E. Review 2020 Planning and Development Committee Work Program (*Karl Otterstrom*)
 - F. Central City Line (City Line): Construction Contracting Update (*Karl Otterstrom*)
 - G. 2020 Transit Development Plan Overview (*Karl Otterstrom*)
 - H. Cheney High Performance Transit Line Public Outreach Update (*Karl Otterstrom*)
 - I. Fourth Quarter Service Planning Public Input Report (*Karl Otterstrom*)
14. New Business
15. Board Members' Expressions: *5 minutes*
16. Executive Session (*McAloon Law PLLC*) – *15 minutes*
17. Adjourn

Cable 5 Broadcast Dates and Times of February 20, 2020, Board Meeting:

Saturday, February 22, 2020	4:00 p.m.
Monday, February 24, 2020	10:00 a.m.
Tuesday, February 25, 2020	8:00 p.m.

Next Committee Meetings (STA Conference Rooms, West Boone Avenue, Spokane, Washington):

Planning & Development	March 4, 2020, 10:00 a.m. (Southside) 1229 West Boone
Performance Monitoring & External Relations	March 4, 2020, 1:30 p.m. (Southside) 1229 West Boone
Board Operations	March 11, 2020, 1:30 p.m. (Northside) 1230 West Boone

Next Board Meeting: Thursday, March 19, 2020, 1:30 p.m., STA Boardroom, 1229 West Boone Avenue, Spokane, Washington.

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting on STA's website: www.spokanetransit.com. A video of the Board meeting may be viewed on the website the week after the meeting. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Anyone wishing to address the Board of Directors on a specific subject at a Board meeting may do so by submitting written comments to the STA Chair of the Board (1230 West Boone Avenue, Spokane, WA 99201-2686) 24 hours prior to the Board meeting. Mail addressed to the Board of Directors will be distributed by STA at its next meeting. Mail addressed to a named Board Member will be forwarded to the Board Member, unopened. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

February 20, 2020

AGENDA ITEM 8 : CEO REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY

At this time, Ms. Meyer, CEO, will have an opportunity to comment on various topics of interest regarding Spokane Transit.

RECOMMENDATION TO COMMITTEE: N/A

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

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EXECUTIVE SESSION

At this time, the STA Board Operations Committee will adjourn to an executive session for the purpose of:

Considering the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. (RCW 42.30.110(1)(b))

The STA Board Operations Committee will reconvene in open session at approximately ___ p.m. If it becomes necessary to extend the executive session, a member of the staff will return to announce the time at which the Committee will reconvene.

If any action is to be taken as a result of discussions in the executive session, that action will occur at the open public session.

Estimated time - 10 minutes