

**SOUND TRANSIT  
STAFF REPORT**

**MOTION NO. M2003-68**

**Recommendation for Bellevue Transit Center Rider Services Building  
(Stage 3) Completion**

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	6/19/03	Discussion	Jim Edwards, Program Administrator, Regional Express	(206) 398-5436
Finance Committee	7/3/03	Discussion/Possible Action	Vicki Youngs, Program Manager, Regional Express	(206) 398-5024
			<b>Linda Smith, Project Manager, Regional Express</b>	(206) 689-4922

Contract/Agreement Type:	✓	Requested Action:	✓
Competitive Procurement		Execute New Contract/Agreement	✓
Sole Source		Amend Existing Contract/Agreement	
Interlocal Agreement	✓	Contingency Funds Required	
Purchase/Sale Agreement		Budget Amendment Required	

✓ *Applicable to proposed transaction.*

**OBJECTIVE OF ACTION**

Confirm Sound Transit's commitment for the Bellevue Transit Center (BTC) Rider Services Building (RSB) given the City of Bellevue's participation and funding in the operation and maintenance of the project.

**ACTION**

- Provides information on the City of Bellevue's proposed level of funding for operations and maintenance of the BTC and RSB.
- Directs staff to develop a cost sharing agreement with the City of Bellevue for the BTC on the following basis:
  - The City will enter into a 10-year renewable lease for the building with an annual contribution of \$50,000 per year, adjusted annually by Consumer Price Index (CPI);
  - The City will initially contribute \$68,000 for the project, and reduce permit fees;
  - The City and adjacent property owners will maintain sidewalks, landscaping and other infrastructure in the public rights-of-way around the BTC at no cost to Sound Transit; and
  - The City will provide a significant level of staffing by Bellevue Police and community volunteers at the RSB's Bellevue Police station.

## **KEY FEATURES**

- Update on the RSB project at the BTC, which includes a Bellevue police station, public restrooms, rider information, a bike station and adjacent sidewalk/plaza improvements.
- Outlines the opportunity to partner with Bellevue to share costs for this major regional eastside hub serving 7,500 riders a day by adding amenities to further encourage public transit use by enhancing the security and comfort of users.

## **BUDGET IMPACT SUMMARY**

Not applicable to this action.

## **BUDGET DISCUSSION**

The capital project budget includes \$22 million, of which approximately \$17 million has been obligated for project administration, right-of-way acquisition, environmental documentation, preliminary engineering, final design, and construction of the main elements of the BTC, leaving approximately \$5 million available for completion of the project in the current Board-adopted budget. This amount includes funding for property acquisition and construction of the RSB. The construction cost estimate of about \$1.6 million for this stage of construction is within Sound Transit's 2003 budget. Sound Transit is in the final stage of securing a 40-year ground lease agreement with Hallwood Properties for the long-term use of the property where the RSB and surrounding plaza will be built.

As specified in the Board approved agreement (Motion No. M2001-100), Sound Transit and King County Metro share maintenance and operating costs for the transit center island and adjacent roadways. King County Metro also contributes to the capital cost for mid-life maintenance of the facility. The City of Bellevue and adjacent property owners cover the maintenance cost for sidewalks, landscaping, and other street/infrastructure improvements around the Bellevue Transit Center.

The maintenance and operations cost for the RSB will be shared between the City of Bellevue and Sound Transit. An initial estimate is that this may cost up to \$124,000 per year. The City has agreed to enter into a ten-year renewable lease, contributing \$50,000 annually, adjusted annually by CPI. Sound Transit will fund the remaining costs. Sound Transit has budgeted \$74,000 per year, adjusted by the CPI for maintenance and operation of the building. Sound Transit and the City are continuing to work to reduce this cost. In addition, if Sound Transit and the City are able to secure a vendor to operate the bike station within the building this may further reduce Sound Transit's maintenance expense. King County Metro is paying for the maintenance of the electronic informational equipment, and will be responsible for keeping the Rider Services building stocked with current printed materials.

Sound Transit is pursuing a vendor to maintain facilities. Actual costs will be better known once a maintenance contract is established.

## **REVENUE, SUBAREA, AND FINANCIAL PLAN IMPACTS**

The proposed action is consistent with the current Board-adopted budget and is affordable within Sound Transit's current long-term financial plan and the subarea financial capacity.

## **BUDGET TABLE**

Not applicable to this action.

## **M/W/DBE – SMALL BUSINESS PARTICIPATION**

Not applicable to this action.

## **HISTORY OF PROJECT**

The BTC project was substantially completed in two stages. The staged construction was required to minimally impact bus services in downtown Bellevue while the transit center was reconstructed and expanded. The first stage of construction was completed in 2001 and included roadway improvements, new bus stops, and temporary improvements that enabled the transit center island to be rebuilt without disrupting bus services and passengers. The second stage of work, the transit center island and adjacent roadways, was completed and reopened in September 2002. The final stage of construction is the RSB, related sidewalk improvements, landscaping, and the installation of artwork adjacent to the transit center.

The 2,700 square foot RSB was designed to house a downtown neighborhood Bellevue police station, public restrooms, a bike station, and rider information. The RSB design evolved as a means for Sound Transit, the City of Bellevue, and King County Metro to better manage and secure public restrooms, rider information, and the bike station associated with the BTC. A public restroom was part of the initial BTC constructed in 1985 as required by the Bellevue City Council. This included a City commitment to participate in the cost of the restroom maintenance. Restrooms were again a condition of development of the new facility. The police station was agreed upon by Sound Transit and the City to provide a more visible downtown community police presence and to increase safety, security, and reduce vandalism at the BTC. The bike station was added to provide secured bike parking and the potential for bike vendor services at this major eastside transportation hub. It is funded, to a large extent, by a \$200,000 federal grant. The shared lobby of the building will feature information on transit and City services, customer service phones, real time bus information, an eventual trip planning kiosk, and a pass vending machine.

### **Bellevue's commitment:**

Sound Transit has been negotiating with the City to share in the operations and maintenance costs for the RSB. In reaching this agreement, Sound Transit and the City have:

- Reduced approximately \$70,000 in non-essential design features, to save capital and operating costs associated with the final stage of construction; and
- Secured the City's financial commitment as outlined previously (see ACTION); and
- Obtained the City's commitment for Bellevue Police and community volunteer staffing at the BTC RSB summarized below.

**BTC Bellevue Police station staffing:**

Bellevue Police staffing at the BTC increases rider comfort, reduces vandalism and the need for other security at the facility. The police staffing commitment includes:

- One full time police officer (\$75,000) working out of this location to serve the Central Business District (CBD) to provide a higher level of coverage in the downtown neighborhood and at the BTC;
- Numerous patrol officers stopping by the station throughout the day and night to complete reports and conduct police business;
- Two to four bicycle officers assigned to the CBD using this location as a stopover; and
- The City of Bellevue community volunteers assigned to this location to further expand the station’s staffing for the majority of the business day and during peak weekend hours.

**Prior Board or Committee Actions and Relevant Board Policies**

<b>Motion or Resolution Number</b>	<b>Summary of Action</b>	<b>Date of Action</b>
M2002-116	Contract Amendment with Entranco Engineers to provide additional final design and construction support services for the Bellevue Transit Center	10/17/02
M2002-95	Contract Amendment with O'Brien Kreitzberg for Construction Management services	9/5/02
M2001-101	Contract with Bayley Construction for Construction of Bellevue Transit Center Stage 2	9/27/01
M2001-100	Operations and Maintenance Agreement with King County Metro	9/27/01
M2001-99	Construction Management Contract with O'Brien Kreitzberg	9/20/01
M2001-69	Contract Amendment with Entranco Engineers for final design and construction support	7/19/01
M2000-69	Agreement with City of Bellevue for Construction of Stage 1	8/10/00
R2000-05	Acquisition of certain Real Property interests, including temporary construction, sidewalk, and right of way easements, by Purchase or Condemnation, and payment of eligible relocation and re-establishment benefits to affected parties for Bellevue Transportation Center and Distributed Services Facilities (Bellevue)	4/27/00
M99-87	Contract Amendment with Entranco Engineers for final design and construction support	12/2/99
M98-39	Contract with Entranco Engineers for environmental review, public involvement, and preliminary engineering	5/7/98
R98-18	Agreement with City of Bellevue and King County Metro for development of the Bellevue Transportation Center	5/14/98

**ALTERNATIVES FOR COMPLETING THE PROJECT**

Staff has explored two alternatives to reduce the capital expenditure and ongoing operating costs for this last stage of the BTC:

1. To reduce the capital cost of the facility, recently constructed improvements on the transit center island could be reconfigured to design and construct public restrooms on the island.

The restrooms were not initially included on the island because of concerns about further impacts to limited passenger loading areas and lines of sight on the island. Furthermore, the opportunity to locate the restrooms adjacent to the police station, off of the island, was advantageous due to increased security. While this alternative may reduce operating costs associated with the RSB, it foregoes any added value associated with co-locating a Bellevue police outpost at the BTC. Sound Transit riders would forego added services associated with the bike station and customer amenities in the building that are not feasible on the transit center island due to space limitations. Sound Transit would also need to return the \$200,000 federal bike grant for the bike station at this major eastside hub.

2. The second option would be to further negotiate cost sharing with the City of Bellevue, however, staff does not believe this will produce any additional funding from the City given the availability of rental space in downtown Bellevue and plans for the City's new Public Safety building near the BTC.

Eliminating public restrooms is not considered a viable option due to the City requirements and adjacent property owner concerns.

### **REGIONAL PARTNERSHIP AND COOPERATION**

The BTC is a major regional hub and key to improving connections between local and regional services in East King County. The project was developed based on a shared vision by Sound Transit, King County Metro and the City of Bellevue that all three parties would participate in this regional hub in downtown Bellevue to further encourage use of public transit services. King County Metro's contribution to the ongoing maintenance and operation of the BTC was specified in the Board authorized agreement, Motion No. M2001-100. In this agreement Metro is contributing the amount they have historically budgeted (with escalation) for the transit center and Sound Transit is funding the additional cost for maintenance due to the expansion of the transit center for Sound Transit services. In addition Metro will be contributing to the capital cost for mid-life maintenance.

This project represents a significant opportunity to partner with Bellevue and share costs in completing this major regional eastside hub adding amenities to further encourage public transit use while adding to the security and comfort of riders.

A second agreement with the City of Bellevue would be developed as a result of this action for the Rider Services Building. It is recommended because of the City's commitment to this partnership as demonstrated by the Bellevue Police staffing at the RSB, the City's initial and annual operating cost contribution, and its commitment to maintenance of adjacent improvements.

### **PUBLIC INVOLVEMENT**

The community, bus riders, the City of Bellevue, and adjacent property owners have been extensively involved in the development and design of the project improvements in downtown Bellevue.

### **CONSEQUENCES OF DELAY**

Delay of this action will delay completion of the RSB.

## **SCHEDULE**

With Finance Committee approval of this action an interlocal agreement with Bellevue will be brought to the Board for approval later this year. Property acquisition will be completed this summer, and contract documents will be finalized to advertise the project for construction bids early 2004. Construction is anticipated to take about nine months.

## **LEGAL REVIEW**

MB 5/30/03 and 6/11/03

## SOUND TRANSIT

### MOTION NO. M2003-68

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to proceed with completion of the Bellevue Transit Center Rider Services Building, related sidewalk improvements, landscaping, and the installation of artwork adjacent to the transit center and to negotiate an interlocal agreement with the City of Bellevue for cost sharing of the operations and maintenance of the Rider Service Building.

#### Background:

The Bellevue Transit Center (BTC) project was substantially completed in two stages. The staged construction was required to minimally impact bus services in downtown Bellevue while the transit center was reconstructed and expanded. The first stage of construction was completed in 2001 and the second stage of work, the transit center island and adjacent roadways, was completed and reopened in September 2002. The final stage of construction is the Rider Service Building (RSB), related sidewalk improvements, landscaping, and the installation of artwork adjacent to the transit center.

Staff recommends that Sound Transit proceed with the construction of the RSB and development of an agreement with the City of Bellevue for cost sharing of the operations and maintenance of the building based on:

- An annual contribution from the City of Bellevue of \$50,000 per year for maintenance and operation of the RSB, adjusted annually by the Consumer Price Index .
- An initial one-time contribution of \$68,000 to the project from the City of Bellevue.
- Bellevue Police Department staff assigned to the RSB.
- The added benefit to the BTC of the RSB with the addition of the police, rider information, and bike station.

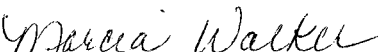
#### Motion:

It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to proceed with completion of the Bellevue Transit Center Rider Service Building, related sidewalk improvements, landscaping, the installation of artwork adjacent to the transit center and the negotiation of an interlocal agreement with the City of Bellevue for cost sharing of the operations and maintenance of the Rider Service Building.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on July 3, 2003.

ATTEST:

  
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Kevin Phelps  
Finance Committee Chair

  
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Marcia Walker  
Board Administrator