



## Safety and Security Certification Audit Report March 25, 2024

**Projects:** East Link Extension Starter Line  
**Audit Type:** Safety and Security Audit Profiles 3000 (E330 Only), 4000, 6000, and 7000 (E320, E330, E340, E360 & E750)

**PREPARED BY (TALSON):**

Norman Jones – Auditor

Date: March 22, 2024

Robert Farrow – Auditor

March 22, 2024

**APPROVED BY (TALSON):**

Kenneth Brzozowski – Project Manager

Date: March 29, 2024

**APPROVED FOR ISSUE (SOUND TRANSIT):**

Patrick Johnson – ST Director, Audit Division

Date: April 8, 2024



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## I. EXECUTIVE SUMMARY

Commencing in February 2024 and extending through March 2024, Talson Solutions, LLC (Tolson) performed a Safety and Security Certification Audit (SSCA) of Sound Transit's East Link Extension project, specifically related to the East Link Starter Line (ELSL). The audit was performed on behalf of the Sound Transit's Audit Division. The audit focused on ELSL Contracts E320, E330, E340, E360 and E750.

### **Objectives**

The objective of SSCAs is to verify evidence that construction and operational activities are in conformance with Sound Transit hazard mitigation plans and certification policy. Sound Transit uses certifiable item forms in the Safety and Security Information Management System (SSIMs) to evidence hazard mitigating documentation in accordance with required specifications and plans. Hazard mitigation and certification standards are detailed within the Agency Safety and Security Certification Plan (SSCP), dated August 2018<sup>1</sup> and the Agency Safety and Security Management Plan (SSMP), dated February 2017. Specific focus was placed on: *Construction Conformance Verification*<sup>2</sup>; *System Integrated and Pre-Operational Testing*; *Operations and Maintenance Readiness*; and *System Readiness, Fire/Life/Safety, and Safety and Security Certification Verification Report (SSCVR) accuracy*.

### **Results**

The East Link Extension Starter Line project appears to be substantially complete and ready for operations and revenue service. Preparation of Standard Operating Procedures (SOP), Standard Management Procedures (SMP), manuals, risk mitigation against the Preliminary Hazard Analysis (PHA), and other requirements have adequately been prepared, tested for compliance and/or addressed and are in alignment with agency Safety and Security protocols and objectives for revenue operations. Fire, Life, Safety, and Emergency Management Procedures have been established as well as appropriate responses to the Threat Vulnerability Analysis (TVA). Sound Transit personnel provided untethered access to documents, interviews, and support in a timely manner.

Results of the audit noted a Fire/Life/Safety Certificate of Conformance workaround item that must be completed prior to revenue service – The 506 System Integration Test for the South Bellevue Station. This test was pending at the time of the audit and transparently reported by Sound Transit Safety and Security in the draft SSCVR. Talson obtained adequate 506 testing results for all other ELSL stations. The SSCVR was submitted for approval to the Washington State Department of Transportation (WSDOT) on March 22, 2024.

The audit resulted in four (4) observations related to discrepant documentation and Certifiable Item (CI) forms data entry lacking sufficient detail. There were no findings identified nor evidence of non-conformance and adverse testing results that would negatively impact revenue service. Preliminary observations were shared with appropriate Sound Transit personnel prior to the

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<sup>1</sup> The revised SSCP, dated April 2023 does not reference SSIMs but is not applicable to this project's start date

<sup>2</sup> Previous Safety and Security Certification Audit Profiles (AP) 1000, 2000, and 3000 were completed for all other ELSL contracts. Contract E330 had not previously been completed for AP 3000 - *Construction Conformance*.

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Closeout Briefing and issuance of the SSCA Report Continued discussion and correspondence may occur through the auditor's evaluation and acceptance of Audit Response Forms (ARFs), detailed in Section V. of this report.

### II. SCOPE AND METHODOLOGY

SSCAs provide assurance that identified hazards are effectively mitigated and appropriately documented during each phase of a capital project spanning from preliminary engineering to revenue service. The Audit Profiles (APs) of SSCAs are specific to the completed phases of a capital project:

- **Audit Profile 1000** – Hazard Analysis
- **Audit Profile 2000** – Design
- **Audit Profile 3000** – Construction
- **Audit Profile 4000** – System Testing
- **Audit Profile 5000** – Vehicle Fabrication
- **Audit Profile 6000** – Training/SOPs
- **Audit Profile 7000** – Fire/Life Safety Readiness / Certification Reporting

SSCP Section 3.1.2, B., 2. (dated 2018), requires the use of CI Forms within SSIMs for uploading documented evidence that each identified hazard has been mitigated throughout each completed capital project phase. SSCA testing targets stratified sampling for 15% of all completed CIs covering each identified contract and element. Each sampled CI is verified for relevancy, appropriateness, traceability, and proper referencing. A three (3) tiered rating system is used to categorize the results:

- **Acceptable:** No deviation from the implemented SSCP / SSMP standards.
- **Conditionally Acceptable:** Minor deviation of the implemented SSCP /SSMP standard and unlikely to result in a nonconforming product or service.
- **Unacceptable:** A significant breakdown or partial breakdown in processes that resulted in, or incorrectly documented, a nonconforming product or service.

CIs that are rated below "Acceptable" may or may not result in the assignment of audit findings, observations, and/or corrective action plans based on the criteria listed in Section V of this report and the professional judgement of the auditor.

Audit Profiles for this audit focused on the following:

#### **Audit Profile 3000 (Contract E330) – Construction Conformance Verification**

- Reviewed construction hazards for mitigation in accordance with hazard analyses and the "Safety and Security Requirements" SSIMS fields
- Evaluated evidence that construction conformance mitigation has been achieved, inspected, and documented
- Key documents reviewed included Inspection Reports, Resident Engineer Summary Reporting, Level 1 & 2 Plans & Testing Reports

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### **Audit Profile 4000 – Integrated and Pre-Operational Testing**

- Assessed the application and effectiveness of performance testing as defined in system integration plans
- Reviewed evidence that safety and security requirements have been adequately tested and appropriately documented with review and approval
- Assessed that uploaded testing documentation has been performed and attested by appropriate personnel
- Key documents to be reviewed include the System Integration Test Plan, approved procedures and audit records

### **Audit Profile 6000 – Operations and Maintenance Readiness**

- Reviewed contracted and internal training for sufficient planning and timeliness for completion to minimize risk and mitigate system safety hazards and vulnerability to identified security threats
- Reviewed that the Rule Book, established SOPs, and SMPs are updated or developed as required to support system safety certification
- Assessed relevant Safety & Security Plans and Procedures are updated as required to support system safety certification

### **Audit Profile 7000 – System Readiness, Fire/Life Safety, and Safety Certification Reporting**

- Reviewed specific fire/life/safety items for coordination and familiarization with outside agencies
- Verified certificates and verification reports were signed for completion and reviewed for accuracy
- Reviewed Safety Certification Documentation: certificates issues, general certification documentation, and other certification documentation (such as for emergency management drills)
- Assessed compliance to FTA's Oversight Procedure 54 (OP54) requirements for Safety & Security and Pre-Revenue Operations

### **Talson's Audit Activities**

- Conducted a Kick Off meeting with applicable personnel on January 31, 2024
- Assessed relevant compliance documentation including prior audit reports, SSCP, SSMP, and the ELSL specific PHA, dated November 29, 2017
- Interviewed Operational and Emergency Management personnel onsite
- Observed pre-operations testing including safety drills and running equipment
- Reviewed various SOPs, SMPs, procedures, and training records (See Appendix A for full list of documentation)
- Reviewed uploaded documentation and notations within each sampled certifiable item
- Completed Audit Profiles 3000 and 6000 Testing Checklists/Workpapers
- Conducted a Closeout Briefing with preliminary results on March 18, 2024
- Produced audit draft and final reports

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### III. FINDINGS

The audit resulted in no findings.

### IV. OBSERVATIONS

The audit resulted in four (4) observations:

#### **Observation No. 1 – Audit Profile 4000**

Network and communications related certifiable items within the E750 contract incorrectly required 501A testing for stations E23, E25, and E27. These stations were considered “at grade” and did not require the 501A testing.

- a) *As a result of the audit, the certifiable items have since been labeled that the 501A test is non-applicable for those stations.*

The uploaded 501A test results, incorrectly stated that those corresponding stations were tested and could communicate through the Emergency Fire/Fan Network (EFN). Talson has since notified the Manager, Systems Testing for a correction to the report.

- b) *The modifications to the testing report are pending.*

501A testing is relates to emergency fire/fan network testing

#### **Observation No. 2 – Audit Profile 4000**

There was a lack of correlation between component and network construction hazard integrated testing within Fire Life and Safety certifiable items leading to confusion of the location of testing results.

These certifiable items lacked specific references and contained no linkage to existing network testing requirements that were performed and verified within the E750 contract, namely the 501A and 506 test results.

For example, all non-E750 ELSL contracts (i.e., E320, E330, E340 & E360) contained hazards with element names such as Fire/Life/Safety, Tunnel Fire Separation, and Fire Alarm System that contained no network testing documentation or results.

In particular the PHA Hazards such as “slow station evacuations”, “delay in emergency response” and “patrons unable to evacuate” were mitigated with fire and communication equipment that necessitated integrated testing. Results were not linked to the E320, E330, E340 & E360 SSIMs certifiable items.

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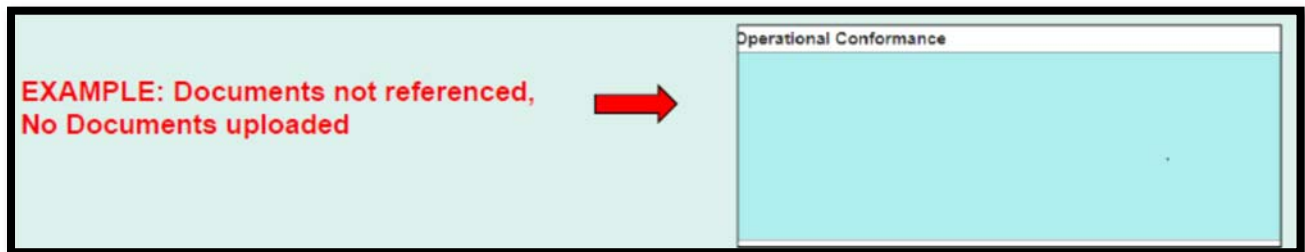
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### **Observation No. 3 – Audit Profile 6000 Certifiable Item Data**

Five (5) out of 437 (1%) Safety and Security Operational CI forms within SSIMs had no reference or notation for conformance documentation, uploaded supporting documentation, nor adequate explanatory notation for closure of the hazard.

*Identified as Unacceptable:*

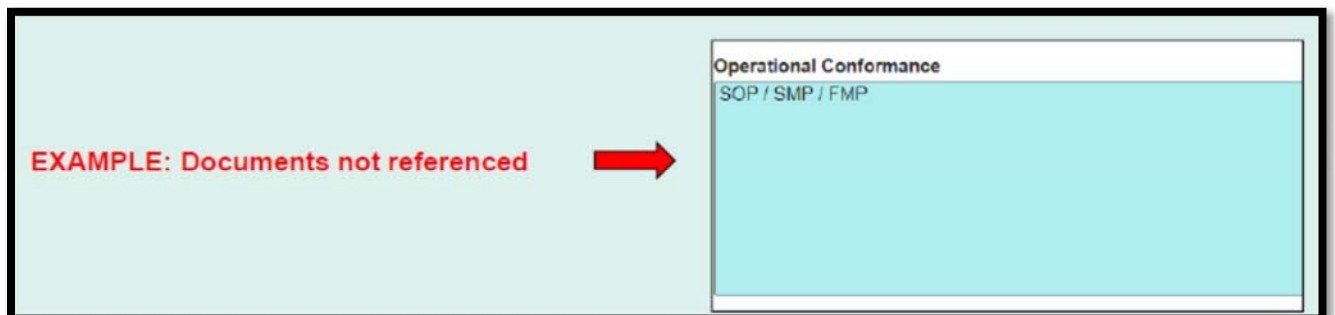
- Safety Audit Profile 6000 (E320) – Certifiable Item No. 132
- Safety Audit Profile 6000 (E330) – Certifiable Item No. 22
- Security Audit Profile 6000 (E340) – Certifiable Item Nos. 17 & 205
- Safety Audit Profile 6000 (E360) – Certifiable Item No. 734



### **Observation No. 4 – Audit Profiles 3000 and 6000 Certifiable Item Data**

The certifiable item forms within SSIMs had missing references to uploaded documents and/or listed files that were not uploaded or located. These have been identified as **Conditional Acceptable** within the audit checklist and shared with Sound Transit staff:

- Safety Audit Profile 3000 (E330): 3 out of 5 (60%)
- Security Audit Profile 3000 (E330): 1 out of 6 (16%)
- Safety Audit Profile 6000: 17 out of 36 samples (47%)
- Security Audit Profile 6000: 16 out of 54 samples (29%)



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### V. Audit Response Forms (ARFs):

Observations can be addressed separately, but management corrective action should be submitted within 30 days of the final distribution of this report and corresponding ARFs. Verification of conforming corrective action and root cause explanation will be reviewed by Talson upon submission of the ARFs by Sound Transit.

Below are the definitions of a Finding and an Observation, along with the acceptable response requirements:

- A. **Findings** indicate areas where Sound Transit or another entity is non-compliant with its own established policy, plan, procedure and/or regulation and which must be corrected, and documented in writing on a corrective action plan. Action plans should also include a specific, measurable amount of time it will take to correct the issue and reduce risk.
  
- B. **Observations** do not mean the issue is deficient. However, the auditor has determined that the issue poses the potential risks of becoming a finding in the future if recommended changes are not put in place to prevent occurrence.



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### VI. DISTRIBUTION:

Safety and Security Audit Dates:	February 2024 – March 2024	
Organization:	Sound Transit	<i>(Auditee)</i>
Responsible Party:	Robert Taaffe, Acting Director, Transportation Safety & Security	<i>(Auditee)</i>
Talsion Auditor(s):	Ken Brzozowski, Norman Jones, and Robert Farrow	<i>(Auditors)</i>
Report To:	<ul style="list-style-type: none"> <li>• Robert Taaffe, Acting Director, Transportation Safety &amp; Security</li> </ul>	
Distribution List:	<ul style="list-style-type: none"> <li>• Mary Cummings, DCEO &amp; Chief Administrative Officer</li> <li>• Branden Porter, Acting Chief Safety Officer, Safety Department</li> <li>• Moises Gutierrez, Chief System Quality Officer</li> <li>• Jon Lebo, Executive Project Director, DECM</li> <li>• Chad Brown, Deputy Project Director-East Link</li> <li>• Kerry Pihlstrom, Acting Executive Director, Asset Transition Office</li> <li>• Craig DeLalla, Acting Chief Engineer, PSO</li> <li>• Jodi Mitchell, ST Deputy Director – Safety Business Processes, Transportation Safety &amp; Security</li> <li>• Matt Mitchell, ST Manager, Transportation Safety &amp; Security</li> <li>• Josiah Durham, ST Manager, Transportation Safety and Security</li> <li>• Heather Wright, Deputy Director, Audit Division</li> <li>• Michael Flood, ST Senior Auditor, Audit Division</li> <li>• Molly Hughes, WSDOT State Safety Oversight Program Administrator</li> <li>• Andrew Royer, WSDOT State Safety Oversight Program Administrator</li> </ul>	
Attachments:	<ul style="list-style-type: none"> <li>• Safety Certification Audit Profile 3000 (E330) Checklist</li> <li>• Security Certification Audit Profile 3000 (E330) Checklist</li> <li>• Safety Certification Audit Profile 6000 Checklist</li> <li>• Security Certification Audit Profile 6000 Checklist</li> <li>• SSCA Audit Response Form (ARF)</li> </ul>	

## APPENDIX A – LIST OF DOCUMENTATION RECIEVED

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1. East Link Starter Line Safety and Security Certification Verification Report (SSCVR) – Final, March 15, 2024
2. SSCVR Appendix A Agency SSCP, April 2023
3. SSCVR Appendix B Agency SSMP, March 2022
4. SSCVR Appendix C ELE Project SSMP, September 2023
5. SSCVR Appendix D Agency Safety Plan, October 2023
6. SSCVR Appendix E East Link Certifiable Items List (CIL), August 2016
7. SSCVR Appendix F Preliminary Hazard Analysis (PHA), September, 2020
8. SSCVR Appendix G Subsystem Hazard Analysis (SSHA, January 2024
9. SSCVR Appendix H Operational Hazard Analysis (OHA), December 2023
10. SSCVR Appendix I Grade Crossing Enhancements and Analysis
11. SSCVR Appendix J Elements Contract Certifications of Conformance
12. SSCVR Appendix K RTS Garage Cracks
13. SSCVR Appendix L Project E360 RTS ADA Accessibility during Elevator Outage
14. SSCVR Appendix M Project E340 Inter-Track Fencing NE Spring Blvd
15. SSCVR Appendix N Project ELSL Tile Issues
16. SSCVR Appendix O Project E335 Bellevue Downtown Tunnel Firefighter Access Door
17. SSCVR Appendix P Safety Security Certification Audits by Talson Solution
18. SSCVR Appendix Q ELSL Safety Stand Down
19. SSCVR Appendix R Drills and Exercises Memo from Emergency Management
20. SSCVR Appendix S Fencing White Paper
21. SSCVR Appendix T End of Line Protection and
22. SSCVR Appendix U Emergency Walkway Obstruction
23. SSCVR Appendix V Wrong Side Door Opening Railing Extension - E09 and E19
24. SSCVR Appendix W E335 Tunnel Path Widening
25. SSCVR Appendix X OMF East Signal Hazard Assessment
26. SSCVR Appendix Y Open Items and Workarounds
27. SSCVR CEO Letter
28. SSCVR Policy and Resources
29. East Link Starter Line Certification Schedule
30. Operations Training Attendance Roster, November 13, through December 7, 2023
31. Sound Transit Agency Safety Plan, October 2023
32. Sound Transit Agency Safety and Security Certification Plan, April 2023
33. Sound Transit Agency Safety and Security Management Plan revision 8, March 2022
34. East Link Extension Safety and Security Management Plan revision 4, September 2023
35. East Link Starter Line Exercise Series Initial Planning Meeting Email, July 2023
36. East Link Starter Line Drills and Exercises After Action Reports and CAPs Email, February 2024

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37. East Link Extension Starter Line Full Scale Exercise Day of Observer Sign In, October 2023
38. East Link Starter Line Tabletop Exercise Observer Sign in Sheet, October 2023
39. Sound Transit Emergency Management Multi-Year Training and Exercise Plan 2022-2026, March 2022
40. Exercise Notification: East Link Starter Line Tabletop Exercise (10/6/23) and Full-Scale Exercise (10/28/23) Email, September 2023
41. Memo - Outline of Training Drills Exercised Conduct by Emergency Management, October 2023
42. Discussion Based Exercise Notification Checklist, July 2023
43. Memo - East Link Extension Starter Line (ELSL) Exercise Series, November 21, 2023
44. Memo - East Link Starter Line Safety and Security Certification Full Scale Exercise, May 5, 2023
45. East Link Extension Starter Line Safety and Security Certification Exercise Series Tabletop Exercise Placemat, October 6, 2023
46. East Link Extension Starter Line Safety and Security Certification Exercise Series Tabletop Exercise, October 6, 2023
47. East Link Starter Line (ELSL) Exercise Series Concepts and Objectives Meeting Agenda, May 24, 2023
48. East Link Starter Line (ELSL) Exercise Series Initial Planning Meeting, July 27, 2023
49. East Link Starter Line (ELSL) Exercise Series Midpoint Planning Meeting, August 24, 2023
50. East Link Starter Line (ELSL) Exercise Series Final Planning Meeting Agenda, September 28, 2023
51. East Link Starter Line Safety and Security Certification Controller/Evaluator (C/E) Handbook Full Scale Exercise, October 28, 2023
52. East Link Starter Line Safety and Security Certification Exercise Plan (ExPlan) Full Scale Exercise, October 28, 2023
53. East Link Starter Line (ELSL) Exercise Series Concepts and Objectives Meeting Minutes, May 24, 2023
54. East Link Starter Line Exercise Hospital Participation Discussion Meeting Agenda and Minutes, September 8, 2023
55. East Link Starter Line (ELSL) Exercise Series Initial Planning Meeting Minutes, July 27, 2023
56. East Link Starter Line (ELSL) Exercise Series Midpoint Planning Meeting Agenda/Minutes Meeting Minutes, August 24, 2023
57. East Link Starter Line Safety and Security Certification Exercise Series Exercise Overview, October 2023
58. Tabletop Exercise Invite
59. Emergency Response Plan, December 2023
60. Emergency Management Plan Revision 3, September 2022
61. Standard Maintenance Procedure Way, Power and Signals Post-Seismic Structure & Systems Inspection, April 2011
62. Standard Maintenance Procedure MOW/VM/Facilities Spill Response Plan, October 2020

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63. Standard Maintenance Procedure SCADA Fire Systems Confidence/Sequence Testing, March 2020
64. Standard Maintenance Procedure SCADA EMP and Workstation Maintenance, February 2015
65. Standard Maintenance Procedure Facilities Rail Facilities Winter Weather Procedure, April 2023
66. Standard Operating Procedure OMF, MOW, OMFE, and OMFE MOW Fire Drill Procedure, November 2020
67. Standard Operating Adverse Weather Operations, January 2020
68. Standard Operating Procedure University of Washington Station Roll-up Fire Door Procedure, July 2015
69. Standard Operating Procedure Light Rail Vehicle (LRV) Passenger Transfer and Evacuation Procedures, February 2017
70. Standard Operating Procedure Earthquake Procedures, February 2009
71. East Link Extension Safety and Security Certification After Action Report/Improvement Plan Tabletop Exercise October 6, 2023 Full Scale Exercise October 28, 2023
72. ST Link Light Rail Project System Wide Maintenance Plan Lynnwood to Federal Way & Lynnwood to Downtown Redmond Rev. 5.1, December 2018
73. Sound Transit Warranty Management Plan, March 2021
74. Link Light Rail Maintenance Management Plan, December 2023
75. Link Operations Program Plan Rev 1, January 2023
76. 2-Line Project Pre0Revenue Operations and Start-Up Plan, November 2023
77. Sound Transit - Link Light Rail U-Link and South 200th Extensions Pre-Revenue Operations and Start-Up Plan Revision 1, December 2015
78. Link Light Rail Rulebook Effective June 1, 2022
79. Standard Maintenance Procedure 21.1 Re-Railing, August 2017
80. Standard Maintenance Procedure 21.10 Exterior Detail Cleaning, November 2023
81. Standard Maintenance Procedure 21.11 Detailed Cleaning, July 2022
82. Standard Maintenance Procedure 21.12 Yard Map Management, July 2017
83. Standard Maintenance Procedure 21.13 Car Wash Operation, December 2023
84. Standard Maintenance Procedure 21.14 Daily Inspection, November 2022
85. Standard Maintenance Procedure 21.15 LRV Preventive Maintenance Inspection, March 2023
86. Standard Maintenance Procedure 21.16 LRV 15,000 Mile Preventive Maintenance Inspection, August 2020
87. Standard Maintenance Procedure 21.17 LRV 30,000 Mile Preventive Maintenance Inspection, August 2020
88. Standard Maintenance Procedure 21.18 LRV 60,000 Mile Preventive Maintenance Inspection, August 2020

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89. Standard Maintenance Procedure 21.19 LRV 120,000 Mile Preventive Maintenance Inspection, August 2020
90. Standard Maintenance Procedure 21.2 LRV Movement in the OMF and Yard, July 2020
91. Standard Maintenance Procedure 21.20 Fork Lift Operation, October 2018
92. Standard Maintenance Procedure 21.21 Use of Shop Equipment, November 2021
93. Standard Maintenance Procedure 21.23 Yard Test Track Procedure, May 2022
94. Standard Maintenance Procedure 21.24 Blue Flag Protection, February 2022
95. Standard Maintenance Procedure 21.25 LRV Weekly Inspection, July 2020
96. Standard Maintenance Procedure 21.26 Access to Maintenance Catwalk, November 2017
97. Standard Maintenance Procedure 21.27 SOP/SMP Training Requirements, November 2017
98. Standard Maintenance Procedure 21.28 Shop Crane Pre-use Inspection, July 2022
99. Standard Maintenance Procedure 21.29 ST1 LRV Video Request and DVR Drive Removal, May 2021
100. Standard Maintenance Procedure 21.3 Brake Testing in the Yard, May 2021
101. Standard Maintenance Procedure 21.30 Graffiti and Vandalism, October 2018
102. Standard Maintenance Procedure 21.31 LRV Sandbox Manual Fill, May 2012
103. Standard Maintenance Procedure 21.32 Component Survey, July 2022
104. Standard Maintenance Procedure 21.33 Vehicle Maintenance Personal Protective Equipment, October 2018
105. Standard Maintenance Procedure 21.34 Operation of the Mezzanine Bridge Crane, September 2023
106. Standard Maintenance Procedure 21.35 Alternate Part Qualification, August 2017
107. Standard Maintenance Procedure 21.36 LRV Maintenance Manual Updates, July 2020
108. Standard Maintenance Procedure 21.37 LRV 300,000 Mile Preventive Maintenance Inspection, September 2020
109. Standard Maintenance Procedure 21.38 LRV Component Overhaul QA Program, July 2015
110. Standard Maintenance Procedure 21.39 NRV Transfer, Custodianship, Accident Reporting, December 2020
111. Standard Maintenance Procedure 21.4 Post Accident / Brake Testing in the Yard, March 2022
112. Standard Maintenance Procedure 21.40 Employee Task Evaluations, August 2016
113. Standard Maintenance Procedure 21.41 LRV 10,000 Mile Preventive Maintenance Inspection, August 2020
114. Standard Maintenance Procedure 21.42 LRV 20,000 Mile Preventive Maintenance Inspection, August 2020
115. Standard Maintenance Procedure 21.43 LRV 40,000 Mile Preventive Maintenance Inspection, August 2020
116. Standard Maintenance Procedure 21.44 LRV 50,000 Mile Preventive Maintenance Inspection, August 2020

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117. Standard Maintenance Procedure 21.45 LRV 80,000 Mile Preventive Maintenance Inspection, August 2020
118. Standard Maintenance Procedure 21.46 LRV 100,000 Mile Preventive Maintenance Inspection, August 2020
119. Standard Maintenance Procedure 21.47 LRV 160,000 Mile Preventive Maintenance Inspection, August 2020
120. Standard Maintenance Procedure 21.48 LRV 200,000 Mile Preventive Maintenance Inspection, August 2020
121. Standard Maintenance Procedure 21.49 Gas engine sprayer unit for disinfectant application, May 2020
122. Standard Maintenance Procedure 21.5 EMSS Shutdown Procedure, July 2014
123. Standard Maintenance Procedure 21.50 LRV Disinfecting Using Backpack Sprayer, June 2020
124. Standard Maintenance Procedure 21.51 Delta Wheel Lathe, February 2021
125. Standard Maintenance Procedure 21.52 Lice/Bed Bug Mitigation on Light Rail Vehicles, November 2023
126. Standard Maintenance Procedure 21.53 Siemens DVR Download with PTU, April 2021
127. Standard Maintenance Procedure 21.54 Light Rail Vehicle Lift Operation, September 2021
128. Standard Maintenance Procedure 21.55 LRV VM Retraining and Refresher Training, October 2021
129. Standard Maintenance Procedure 21.56 LRV End of Line Daily Cleaning, May 2023
130. Standard Maintenance Procedure 21.6 Energizing and De-Energizing Shop Overhead Contact System, April 2021
131. Standard Maintenance Procedure 21.8 Wheel Turning Procedure, November 2023
132. Standard Maintenance Procedure 21.9 LRV Daily Cleaning, November 2022
133. Standard Maintenance Procedure 22.10 MMIS and/or Oracle Downtime/Outage, July 2022
134. Standard Maintenance Procedure 22.11 Parts Issue Procedure, April 2009
135. Standard Maintenance Procedure 22.12 Parts to Inventory, October 2013
136. Standard Maintenance Procedure 22.13 Purchase Requisition Guidelines, October 2023
137. Standard Maintenance Procedure 22.14 Maintenance Service Center Security, September 2022
138. Standard Maintenance Procedure 22.15 Sound Transit Spare Parts Requisition, May 2022
139. Standard Maintenance Procedure 22.16 Tool Room Check-out, July 2010
140. Standard Maintenance Procedure 22.17 Cannibalization of Parts, June 2020
141. Standard Maintenance Procedure 22.18 Tool Calibration, October 2018
142. Standard Maintenance Procedure 22.19 Link Operations & Maintenance Assets, January 2014
143. Standard Maintenance Procedure 22.2 Material Receiving, February 2021
144. Standard Maintenance Procedure 22.3 Cycle Counting, October 2018

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145. Standard Maintenance Procedure 22.4 Use of Powered Material Handling Equipment, September 2021
146. Standard Maintenance Procedure 22.6 Inventory Adjustment, May 2009
147. Standard Maintenance Procedure 22.7 Weekend Store Procedure, February 2022
148. Standard Maintenance Procedure 22.8 Storage and Handling of Electronic Components and PC Boards, December 2022
149. Standard Maintenance Procedure 22.9 Warranty Procedures, August 2023
150. Standard Maintenance Procedure Signals and Communications 25.1 Wheel Flat and Vibration Monitoring Inspections, December 2016
151. Standard Maintenance Procedure WP&S 25.10 Qualification and Use of Equipment, August 2018
152. Standard Maintenance Procedure 25.11 Adverse Weather Wayside Maintenance Procedures, December 2023
153. Standard Maintenance Procedure 25.12 Graffiti Incident Response, September 2009
154. Standard Maintenance Procedure WP&S 25.14 Link SCADA and Control System Account and Password Security Procedures, October 2015
155. Standard Maintenance Procedure Way, Power and Signals 25.15 Post-Seismic Structure & Systems Inspection, April 2011
156. Standard Maintenance Procedure 25.16 ROW Portable Ladder Usage Procedure, October 2013
157. Standard Maintenance Procedure Way, Power & Signals 25.17 Alternate Part Qualifications, October 2013
158. Standard Maintenance Procedure MOW/VM/Facilities 25.19 Spill Response Plan, October 2020
159. Standard Maintenance Procedure MOW 25.2 Operation of On Track Equipment, May 2020
160. Standard Maintenance Procedure 25.20 MMIS Administrative Guidelines, August 2013
161. Standard Maintenance Procedure WP&S 25.23 Chief Preventive Maintenance Inspection Review, March 2016
162. Standard Maintenance Procedure WP&S 25.3 Link Access Control Electronic Key Card Procedures, February 2015
163. Standard Maintenance Procedure W, P&S 25.4 Hi-Rail Mounted Aerial Lift Equipment Operation, August 2017
164. Standard Maintenance Procedure WP&S 25.5 Fall Protection, April 2009
165. Standard Maintenance Procedure 25.7 Blood Borne Pathogens, December 2008
166. Standard Maintenance Procedure Way, Power & Signal 25.8 Confined Space Procedure, May 2009
167. Standard Maintenance Procedure Way, Power & Signal 25.9 SMP/SOP Training Requirements, May 2009

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168. Signals, Communications and SCADA SMP 26.10 Grade Crossing Warning System Inspections, April 2009
169. Standard Maintenance Procedure Signals and Communications SOP 26.11 Bus Signal System PM, May 2009
170. Standard Maintenance Procedure Signals and Communications 26.12 Vital Harmon Logic Controller (VHLC) Inspection, September 2012
171. Standard Maintenance Procedure Signals and Communications 26.2 Local Control Panel Operation, June 2015
172. Standard Maintenance Procedure Signals & Communications 26.4 Personal Protective Equipment, June 2023
173. Standard Maintenance Procedure Signal, Communications and SCADA 26.5 Platform Safe Work Practices, January 2009
174. Standard Maintenance Procedure Signals & Communication 26.6 Switch Machines Preventative Maintenance Inspection, September 2015
175. Standard Maintenance Procedure Signals and Communications 26.7 Yard Switch Machine Preventative Maintenance, September 2012
176. Standard Maintenance Procedure Signals and Communications 26.8 Mainline Switch Machine Preventative Maintenance for Contec CSV-24, September 2012
177. Standard Maintenance Procedure Signals and Communications 26.9 Vital Relay Replacement, April 2009
178. Link Light Rail Standard Maintenance Procedures Table of Contents, January 2024
179. East Link Starter line SOP Status, February 2024
180. OHA SOP SMP Plan updates develop, January 2024
181. Standard Operating Procedure 1.1 Rules and Procedures Development, Issuance, and Revision, January 2020
182. Standard Operating Procedure 1.10 Brake Failure Response, August 2020
183. Standard Operating Procedure 1.11 Operator Training for Test Operation, October 2008
184. Standard Operating Procedure 1.12 Rail Activation Kinkisharyo Movement Card, April 2008
185. Standard Operating Procedure 1.14 Disabled LRV Tow/Push Procedure, September 2020
186. Standard Operating Procedure 1.15 Test Track Procedure, July 2015
187. Standard Operating Procedure 1.16 OMF, MOW, OMFE, and OMFE MOW Fire Drill Procedure, November 2020
188. Standard Operating Procedure 1.17 Connect 2020 Operations Procedures, November 2019
189. Standard Operating Procedure 1.18 Employee in Charge (EIC), October 2022
190. Standard Operating Procedure 1.19 Operating Rules Compliance Observations, August 2023
191. Standard Operating Procedure 1.2 Operator Reports to Link Control Center (LCC), March 2021
192. Standard Operating Procedure 1.3 Official Time for Dispatch Clocks, May 2012



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- 193. Standard Operating Procedure 1.6 LRV Operations Retraining and Refresher Training, September 2013
- 194. Standard Operating Procedure 1.7 Lost and Found Procedures, July 2014
- 195. Standard Operating Procedure 1.8 Ride Check/Performance Evaluation, September 2020
- 196. Standard Operating Procedure 2.1 Two-Way Radio Procedures, January 2020
- 197. Standard Operating Procedure 2.2 Radio Failure, March 2022
- 198. Standard Operating Procedure 2.3 Link ADA Accessibilities Procedures, October 2009
- 199. Standard Operating Procedure 2.4 Light Rail Vehicle Public Address Announcements, September 2015
- 200. Standard Operating Procedure 3.1 Light Rail Vehicle (LRV) Pre-Departure Checkout, October 2021
- 201. Standard Operating Procedure 3.2 Pull-Out/Pull-In Procedure, August 2014
- 202. Standard Operating Procedure 3.3 Sweep of the Mainline Track, April 2022
- 203. Standard Operating Procedure 3.6 LRV Coupling/Uncoupling Procedure, March 2022
- 204. Standard Operating Procedure 4.1 Documenting Rail Accidents and Incidents, December 2020
- 205. Standard Operating Procedure 4.2 On-Scene Rail Accident Investigation Procedure, January 2021
- 206. Standard Operating Procedure 4.3 Adverse Weather Operations, January 2020
- 207. Standard Operating Procedure 4.5 LRV Event Data, SCADA and Signal Logs, Audio, and Video Recordings, July 2012
- 208. Standard Operating Procedure 5.1 Martin Luther King Jr Way S (MLK) Operations, November 2019
- 209. Standard Operating Procedure 5.2 Manual Track Switch Operation, July 2021
- 210. Standard Operating Procedure 5.4 Train to Way Side Signals/Auto Routing, August 2021
- 211. Standard Operating Procedure 5.5 Mainline Interlocking, August 2023
- 212. Standard Operating Procedure 6.1 Link Control Center (LCC) Callout Procedure, July 2020
- 213. Standard Operating Procedure 6.10 Seal Bypass Switches, February 2021
- 214. Standard Operating Procedure 6.11 Elevator and Escalator Procedures, December 2023
- 215. Standard Operating Procedure 6.12 LCC Procedures for a Disabled Train, December 2022
- 216. Standard Operating Procedure 6.14 Link Control Center Public Address Announcements, December 2009
- 217. Standard Operating Procedure 6.15 Track Access Procedures, April 2021
- 218. Standard Operating Procedure 6.16 Right of Way Worker Protection on the Trackway, February 2022
- 219. Standard Operating Procedure 6.17 Service Disruption Mitigation and Restoration Methods, June 2021
- 220. Standard Operating Procedure 6.18 Bus Bridge Procedure, April 2009

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- 221. Standard Operating/Maintenance Procedure 6.2 Link Control Center Fire Alarm Monitoring and Response, January 2022
- 222. Standard Operating Procedure 6.20 Link Control Center DSTT Rail Intrusion Barrier's Response Procedure, November 2020
- 223. Standard Operating Procedure 6.21 Airport Station Interface with Port of Seattle, December 2009
- 224. Standard Operating Procedure 6.22 University of Washington Station Roll-Up Fire Door Procedure, July 2015
- 225. Standard Operating Procedure 6.23 Emergency Train Back-up Procedure, September 2021
- 226. Standard Operating Procedure 6.24 University of Washington Vibration Exceedance, June 2021
- 227. Standard Operating Procedure 6.25 State and Federal Notifications, August 2023
- 228. Standard Operating Procedure 6.26 DSTT / Olive St Underground TPSS Maintenance Area Roll-Up Fire Door Procedure, July 2020
- 229. Standard Operating Procedure 6.27 Train Orders Creation and Publication Procedure, February 2021
- 230. Standard Operating/Maintenance Procedure 6.28 Tunnel Impairment Closures, June 2022
- 231. Standard Operating Procedure 6.29 Alleged Operating Infractions, August 2022
- 232. Standard Operating Procedure 6.3 Link Control Center Emergency Response Procedure, August 2021
- 233. Standard Operating Procedure 6.30 Bellevue Tunnel Firefighter Access Door, November 2023
- 234. Standard Operating Procedure 6.31 Surrey Downs Emergency Access Gates, December 2023
- 235. Standard Operating Procedure 6.5 Link Control Center Communication Procedures, June 2021
- 236. Standard Operating Procedure 6.6 Link Control Center (LCC) EMP Operation and Loss of SCADA Control in Tunnel Facilities, September 2021
- 237. Standard Operating/Maintenance Procedure 6.7 Safeguarding LCC Systems, June 2022
- 238. Standard Operating Procedure 6.8 Link Control Center (LCC) Controller Relief and Pass Down, August 2023
- 239. Standard Operating Procedure 6.9 Normal and Emergency Power Removal/Restoration, September 2018
- 240. Standard Operating Procedure 7.1 Light Rail Vehicle (LRV) Passenger Transfer and Evacuation Procedures, February 2017
- 241. Standard Operating Procedure 7.2 Bomb Threat, November 2017
- 242. Standard Operating Procedure 7.3 Earthquake Procedures, February 2009
- 243. Link Light Rail Standard Operating Procedures Table of Contents, January 2023
- 244. East Link Starter Integrated OHA Tracking Log Draft Rev 0.4
- 245. E320 PHA, February 2, 2024

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- 246. E330 PHA, February 2, 2024
- 247. E335 PHA, January 22, 2024
- 248. E340 PHA, January 22, 2024
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- 250. E750 Systems PHA, January 22, 2024
- 251. East Link Segment B PHA, January 22, 2024
- 252. East Link System Integration Test Subcommittee (SITS) Charter
- 253. East Link SIT SSC Coordination Meeting Minutes, Various from 2021, 2022 and 2023
- 254. East Link Starter Line Radio Mitigation Proposals - Final,
- 255. Northgate & East Link System Integration Test Project Plan Revision 01, February 2021
- 256. East Link Starter Line Master Test Matrix, Draft v0.1
- 257. East Link Starter Line SIT Closeout Memo Tracker
- 258. East Link Starter Line SIT Test Flow Diagram
- 259. Link Light Rail 25MPH ATP Test, signed October 19, 2023
- 260. Transmittal No. 04813 N830 Northgate I E750 East Link Systems SUB 276007-006.001  
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- 261. Transmittal No. 07561 N830 Northgate I E750 East Link Systems SUB 276007-009.004  
1.04D.3 Radio System On-Site Acceptance Test Procedures N830 E750-REC-08946, July 2021
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SIT Test 103 LRV Car Mover Clearance N830 E750-REC-04297, January 2020
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- 265. Transmittal No. 04904 N830 Northgate I E750 East Link Systems SUB 019500-048.002 1.05A  
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- 266. Transmittal No. 05724 N830 Northgate I E750 East Link Systems SUB 019500-047.004 1.05A  
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- 267. Transmittal No. 05385 N830 Northgate I E750 East Link Systems SUB 019500-044.003 1.05A  
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- 268. Transmittal No. 05253 N830 Northgate I E750 East Link Systems SUB 019500-045.003 1.05A  
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- 269. Transmittal No. 04596 N830 Northgate I E750 East Link Systems SUB 019500-063.001 1.05A  
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276. Transmittal No. 04903 N830 Northgate I E750 East Link Systems SUB 019500-064.001 1.05A Track-TO-Earth Resistance Testing Procedures N830 E750-REC-05623, July 2020
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278. Instructions for Test 501 - EFN Test
279. Instructions for Test 502 - EVS SCADA Test
280. Instructions for Test 503A - Emergency Ventilation - SCADA Systems Sequence Testing
281. Instructions for Test 504 - SCADA TCS Test
282. Instructions for Test 505 - BMS SCADA Test
283. Test 504 - SCADA TCS Test
284. Test 506 - Fire Alarm Emergency Response Procedure
285. Link Light Rail System Integration Test Report for Test: 506 - PA, VES, VMS & ERM, September 2021
286. Link Light Rail System Integration Test Report for Test: 503 - EVS Airflow and Sequence, November 2019
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288. Link Light Rail System Integration Test Report for Test:
289. Link Light Rail System Integration Test Procedure Instruction for Test: 502 EVS SCADA Test, March 2016
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291. Link Light Rail System Integration Test Procedure Instruction for Test: 504 SCADA TCS Test, July 2016
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299. List of Outstanding Test Procedures Needed, undated
300. Transmittal E320-REC-04360 E320-CRE\_04717 SUB 256013-009.001 1.03C-15 Field Control System Training Plan - Station, August 2018
301. Transmittal E320-REC-04361 E320-CRE-04723 SUB 256016-009.001 1.03E Building Management System Training Plan - Garage, August 2018
302. Transmittal E320-REC-04362 E320-CRE-04724 SUB 256016-010.001 1.03E Building Management System Training Materials - Garage, August 2018
303. Transmittal E320-REC-05155 E320-CRE-05745 SUB 256013-010.002 1.03C-15 Field Control System Training Materials - Station, November 2018
304. Transmittal E320-REC-08249 E320-CRE-09039 SUB 017900-002.001 1.02A.1 Escalators - Training Plan for Escalators, January 2020
305. Transmittal E320-REC-08873 E320-CRE-09770 SUB 263050-007.001 3.08 Central Battery Inverter Training Materials, May 2020
306. Transmittal E320-REC-08938 E320-CRE-09845 SUB 017900-006.001 1.02A Training Program Plan Water Based Fire Suppression System Garage, May 2020
307. Transmittal E320-REC-09137 E320-CRE-10108 SUB 017900-007.001 1.02A Training Program Plan HVAC, June 2020
308. Transmittal E320-REC\_09945 E320-CRE-10904 SUB 263613-006.001 3.07 Manual Transfer Switches Training Materials, November 2020
309. Transmittal E320-REC-12255 SUB 323135-003.001 3.08A SE 4th Operator Training Plan, April 2022
310. Submittal Response E320-REC-12670, E320-CRE-13747 E320 South Bellevue, September 2022
311. Transmittal No. 13591 E335 Bellevue to Spring District Heavy Civil GC/CM SUB 017900-018.002 1.02A-1 MUL Draft 28 13 00 Access Control Training Plan E335-REC-14498, April 2021
312. Transmittal No. 13640 E335 Bellevue to Spring District Heavy Civil GC/CM SUB 017900-030.001 1.02A-2 MUL Plumbing Final Training Plan E335-REC-14551, May 2021
313. Transmittal No. 13738 E335 Bellevue to Spring District Heavy Civil GC/CM SUB 017900-015.003 1.02A-3 MUL HVAC Training Program Plan - Final E335-REC-14654, May 2021
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317. Transmittal No. 13792 E335 Bellevue to Spring District Heavy Civil GC/CM SUB 017900-027.001 1.02A-2 MUL WB Fire Suppression Final Training Plan E335-REC-14721, May 2021
318. Transmittal No. 13843 E335 Bellevue to Spring District Heavy Civil GC/CM SUB 017900-025.001 1.02A-2 E21 Access Control System Final Training Plan E335-REC-14783, May 2021
319. Transmittal No. 13860 E335 Bellevue to Spring District Heavy Civil GC/CM SUB 017900-020.002 1.02A-2 MUL Fall Arrest System Final Training Plan E335-REC-14804, June 2021
320. Transmittal No. 13871 E335 Bellevue to Spring District Heavy Civil GC/CM SUB 017900-032.001 1.02A-2 Escalator Final Training Plan E335-REC-14817, June 2021
321. Transmittal No. 13872 E335 Bellevue to Spring District Heavy Civil GC/CM SUB 107900-034.001 1.02A-2 MUL FCS Final Training Plan E335-REC-14821, June 2021
322. E340 Training Log
323. Transmittal E340 Bel-Red E340-REC-06944 SUB 017900-003.003 1.02A Training Program Plan - Fire Suppression, March 2021
324. Transmittal E340 Bel-Red E340-REC-07060 SUB 017900-004.001 1.02A Training Program Plan - Irrigation, April 2021
325. Transmittal E340 Bel-Red E340-REC-07209 SUB 017900-002.002 1.02A Training Program Plan - Inverter, June 2021
326. Transmittal E340 Bel-Red E340-REC-07239 SUB 017900-005.001 1.02A Lighting Controls Training Plan - Closeout, June 2021
327. Submittal Response E340 Bel-Red E340-REC-08066, December 2023
328. Submittal Response E340 Bel-Red E340-REC-08067, December 2023
329. Transmittal No. 06545 E360 DB Construction Contract SUB 017900-003.001 1.02A Fire Suppression Training Plan REC-06772, December 2020
330. Transmittal No. 06546 E360 DB Construction Contract SUB 017900-004.001 1.02A Facility Fall Protection Training Plan REC-06773, December 2020
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- 343. Transmittal No. 02163 N830 Northgate I E750 East Link Systems SUB 017900-007.003  
1.02B.2 BDA DAS Training Instruction Material Final N830 E750-REC-2407, March 2019
- 344. Transmittal No. 06351 N830 Northgate I E750 East Link Systems SUB 017900-021.001  
1.02B.2 Crossings - Instruction Material Final N830 E750-REC-07399, February 2021
- 345. Transmittal No. 06414 N830 Northgate I E750 East Link Systems SUB 017900-011.002 1.02  
TPSS and MVSS Training Program Plan and Instruction Material N830 E750-REC-07476,  
February 2021
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1.04B.4 FCC Workstation - Installation and Set-Up Instructions N830 E750-REC-07880, April  
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- 347. Transmittal No. 07007 N830 Northgate I E750 East Link Systems SUB 017900-031.001  
1.02B.2 TWC System - Instruction Material Final N830 E750-REC-08252, May 2021
- 348. Transmittal No. 07004 N830 Northgate I E750 East Link Systems SUB 017900-035.001  
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1.02B.2 AF Track Circuits - Instruction Material Final N830 E750-REC-08259, May 2021
- 350. Transmittal No. 07081 N830 Northgate I E750 East Link Systems SUB 017900-041.001  
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1.02A.2 Signal Training Program Plan Final N830 E750-REC-08443, June 2021
- 353. Transmittal No. 07218 N830 Northgate I E750 East Link Systems SUB 282300-307.002  
1.03B.24 CCTV System Training Manual N830 E750-REC08505, June 2021
- 354. Transmittal No. 07245 N830 Northgate I E750 East Link Systems SUB 017900-032.002  
1.02B.2 VHLC - Instruction Material Final N830 E750-REC-08536, June 2021
- 355. Transmittal No. 07247 N830 Northgate I E750 East Link Systems SUB 017900-030.002  
1.02B.2 Signals - Instruction Material Final N830-E750-REC-08538, June 2021
- 356. Transmittal No. 07257 N830 Northgate I E750 East Link Systems SUB 017900-036.002  
1.02B.2 UPS -Instruction Material Final N830 E750-REC-08549, June 2021
- 357. Transmittal No. 07318 N830 Northgate I E750 East Link Systems SUB 017900-048.001  
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1.02B.2 Power Equipment - Instruction Material Final N830 E750-REC-08728, June 2021
- 360. Transmittal No. 07496 N830 Northgate I E750 East Link Systems SUB 017900-045.002  
1.02B.2 Local control Panel - Instruction Material - Final N830 E750-REC-08858, July 2021
- 361. Transmittal No. 07591 N830 Northgate I E750 East Link Systems SUB 017900-038.003  
1.02B.2 Power Switches - Instruction Material Final N830 E750-REC-08978, July 2021
- 362. Transmittal No. 07888 N830 Northgate I E750 East Link Systems SUB 017900-055.001  
1.02B.2 Additional Crossings - Instruction Material Final N830 E750-REC-09337, August 2021
- 363. Transmittal No. 08204 N830 Northgate I E750 East Link Systems SUB 017900-054.001  
1.02B.2 DCAM Training and Instructional Material - Final N830 E750-REC-09714, October 2021
- 364. Transmittal No. 08394 N830 Northgate I E750 East Link Systems SUB 017900-060.002  
1.02B.2 DC Disconnect Switch Training N830 E750-REC-09951, November 2021
- 365. Transmittal N830 Northgate I E750 East Link Systems SUB 017900-058.001 1.02B.2 Radio -  
Instruction Material - NGEL - Final N830 E750-REC-10578, February 2022
- 366. Submittal Response N830/E750 Systems N830 E750-REC-10612, February 2022
- 367. Submittal Response N830/E750 Systems N830 E750-REC-10904, March 2022
- 368. Transmittal N830 Northgate I E750 East Link Systems SUB 017900-053.002 1.02A.2 SCADA  
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- 369. Submittal Response N830/E750 Systems N830 E750-REC-11560, July 2022
- 370. Submittal Response N830/E750 Systems N830 E750-REC-13128, July 2023
- 371. Transmittal No. 07218 N830 Northgate I E750 East Link System SUB 282300-307.002  
1.03B.24 CCTV system Training Manual N830 E750-REC-08505, June 2021
- 372. Transmittal No. 07081 N830 Northgate I E750 East Link System SUB 017900-041.001  
1.02B.2 Emergency Telephone System Training Material Final N830 E750-REC-08339, May 2021
- 373. Transmittal N830 Northgate I E750 East Link System SUB 017900-058.001 1.02B.2 Radio -  
Instruction Material - NGEL - Final N830 E750-REC-10578, February 2022
- 374. Transmittal No. 07257 N830 Northgate I E750 East Link System SUB 017900-036.002  
1.02B.2 UPS -Instruction Material Final N830 E750-REC-08549, June 2021
- 375. Transmittal No. 07218 N830 Northgate I E750 East Link System SUB 282300-307.002  
1.03B.24 CCTV System Training Manual N830 E750-REC-08505, June 2021
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1.02B.2 Emergency Telephone System Training Material Final N830 E750-REC-08339, May 2021
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1.02B.2 UPS-Instruction

379. Material Final N830 E750-REC-08549, June 2021

380. Non-Disclosure Agreement (SSI)