



## Puget Sound Regional Council

### **Regional Project Evaluation Committee Agenda**

**Date: December 5, 2025, from 9:30 – 11:00 a.m.**

**Online Meeting Only: Use Zoom Connection Information Provided Below**

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- 1. Introductions and Announcements (9:30)**
- 2. Approve Meeting Summary for October 25, 2025\* (9:35)**
- 3. Transportation Policy Board Debrief**

Information from the Transportation Policy Board (TPB) meetings held on Thursday, November 13, 2025, is available on the PSRC website at:

<https://www.psrc.org/board/transportation-policy-board>.

- 4. Discussion Item: Project Delivery Update (9:40)**

PSRC staff will provide the final update on the region's project delivery of 2025 FHWA funds.

- 5. Discussion Item: Project Selection Update (9:55)**

PSRC staff will provide an update on the next planned project selection competitions, including the expected schedules for the upcoming Regional Town Centers & Corridors (RTCC) and Transportation Alternatives Program (TAP) competitions.

- 6. Discussion Item: Regional Transportation Plan (10:10)**

PSRC staff will provide an update on recent work in the development of the 2026 Regional Transportation Plan (RTP), planned to be released for public review in mid-December.

- 7. Action Item: Project Tracking Policy Review\* (10:20)**

The committee will continue discussion of two project tracking policy topics: (1) the limit for administrative transfer of PSRC funds between phases, and (2) consideration of pre-bid cost estimate increases to potentially receive funds under PSRC's annual TIP rebalancing process. The committee will review the results of a follow-up survey conducted after the October meeting, and after further discussion will request RPEC's recommendations to the board on these topics.

- 8. Other Business (10:55)**

**9. Information Item:** [2026 RPEC Meeting are on the PSRC Webpage](#)

**10. Next Meeting:** January 23, 2026, *meeting time TBD*. This will be a **hybrid meeting**, with in-person participants convening at the PSRC boardroom, located at 1201 Third Avenue, Suite 500, Seattle.

**11. Adjourn (11:00)**

**\*Supporting materials attached**

For more information, contact Jennifer Barnes, Program Manager, at (206) 389-2876 or [jbarnes@psrc.org](mailto:jbarnes@psrc.org).

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**Zoom Connection:**

- [Join the meeting](#)
- Listen by phone 1-888-475-4499
- Meeting ID: 847 8126 8394 Passcode: 167856

**RPEC Attendees:**

**Please adhere to a few virtual meeting rules:**

- Please keep your mic muted when not speaking
- Use \*6 to mute/unmute phone
- When watching the meeting via computer and using phone audio, mute your computer's speakers and mic.

**Please Note:** As this is an advisory committee meeting, we ask that interested parties remain in a "listen only" mode during the meeting by keeping their audio muted at all times.

**Other Formats:**

- Sign language, and communication material in alternative formats, can be arranged given sufficient notice by calling 206-464-7090, TTY Relay 711
- العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng việt | Vietnamese, visit <https://www.psrc.org/contact-center/language-assistance>



Puget Sound Regional Council

## **Regional Project Evaluation Committee Meeting Summary**

**Date:** October 24, 2025, from 9:30 a.m. - 11:00 a.m.

**Location:** Remote – Online Meeting Only (Zoom Connection)

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### **Introductions and Announcements**

Jennifer Barnes, PSRC, welcomed everyone at 9:30 a.m. She then took roll call to confirm the members and alternates present.

### **Approval of Meeting Summary**

The September 26, 2025, RPEC meeting summary was approved as presented.

### **Transportation Policy Board Debrief**

Jennifer Barnes, PSRC, reviewed the Transportation Policy Board meeting held on Thursday, October 9, 2025. The 'At Work' report for the Transportation Policy Board meetings are available on the PSRC website at:

<https://www.psrc.org/board/transportation-policy-board>.

### **Discussion: RPEC Chair**

Jennifer Barnes, PSRC, announced that Doug McCormick will continue to serve as RPEC chair, based upon the results of the email election held in October, with the new term beginning January 2026.

*For more information, contact Jennifer Barnes at [JBarnes@psrc.org](mailto:JBarnes@psrc.org).*

### **Discussion: Regional Transportation Plan**

Kelly McGourty, PSRC, provided an update on recent work in the development of the 2026 Regional Transportation Plan (RTP). She presented the investment scenario that was selected by the board for evaluation in the draft plan, which reflects reduction in some regional capacity project and programmatic investments, with more focus on maintenance and transit. She provided an overview of the feedback received through four public meetings that had been conducted to date throughout the region. A range of feedback has been provided, but the highest level of support has been indicated for the scenario selected by the board. She also shared concerns provided by some community members and members of PSRC's Equity Advisory Committee that the need for additional infrastructure be balanced against the burden of additional costs to households.

She then described the five sources of potential additional revenue, needed to ensure a financially balanced plan, that the board is reviewing. Upcoming discussions in November and December will focus on which of the five sources should be included in the RTP financial strategy, what levels or rates should be assumed, and what additional policies would be needed to support implementation. The draft RTP is planned to be released for public review in December, with adoption of the final RTP planned for the General Assembly in May 2026.

The presentation is provided on the PSRC website [here](#).

*For more information, contact Kelly McGourty at [KMcGourty@psrc.org](mailto:KMcGourty@psrc.org).*

### **Discussion: Project Tracking Policy Review**

Jennifer Barnes, PSRC, facilitated discussion of two project tracking policy topics introduced at the September meeting: (1) the current limit for administrative transfer of PSRC funds between phases, and (2) consideration of pre-bid cost estimate increases to potentially receive funds under PSRC's annual TIP rebalancing process. For each topic, she reminded of other policies previously established through RPEC recommendations and board deliberations that should guide the discussion. To support topic #1 discussion, she presented a summary of the size of funding requests over the past five years, of which eight were under \$100K and three were under \$50K. There was general acknowledgement by committee members that costs have increased since the \$50K limit was established in 2015, and general support for considering an increase. To support topic #2 discussion, Jennifer presented the timelines and other parameters that would be necessary for the policy to be implemented in alignment with the annual TIP rebalancing process. She also provided an overview of how the Transportation Improvement Board (TIB) handles cost increases to its awarded projects. Overall, committee members expressed a mix of support for potentially allowing pre-bid cost estimates to be eligible for supplemental funding award, as well as acknowledgement that any change in policy would need to be consistent and fair for all projects and should still incentivize good project planning. PSRC staff will follow up with a survey to solicit input on specific policy questions based on the committee's discussion. After review of the survey results and further discussion at the December meeting, RPEC will be requested make a recommendation on each topic, which will be brought to the boards early next year.

The presentation is provided on the PSRC website [here](#).

*For more information, contact Jennifer Barnes at [JBarnes@psrc.org](mailto:JBarnes@psrc.org).*

### **Other Business:**

Jennifer Barnes, PSRC, asked informally about the committee's interest in conducting one of the upcoming meetings as hybrid. Support for a hybrid meeting was voiced by

many members, so PSRC will send out a calendar poll to gauge availability for either the December or January meeting.

Mehrdad Moini, WSDOT, alerted the committee of recent changes to federal DBE requirements that are affecting projects that have not yet gone to ad. Anyone who has a project in this position should contact WSDOT to confirm how to address these changes.

## **Adjourn**

The meeting adjourned at approximately 11:00 a.m.

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### **\*Members and Alternates Present**

See attached attendance roster.

### **\*PSRC Staff, Alternates and Guests Present**

Alan Budde, City of Shoreline; Clint Lambert, Community Transit; David Paine, City of Kent; Dax Tate, SCA; Emilie Pilchowski, KRCC; Eric Irelan, King County; Gina Hortillosa; Glynda Steiner, Snohomish County; Jack Niehuser, City of Tacoma; Laura Gurley, Port of Everett; Lindsay Cook, Kitsap Transit; Tricia Juhnke, City of Shoreline

### **PSRC**

Jennifer Barnes, Kelly McGourty, Kalon Thomas, Miles Stepleton, Alexa Leach, Doug Cox

*\*All attendees were present via remote participation*

# RPEC Attendance Roster - Designated Members

Item 2 - Att. A

Date: October 24, 2025 - 9:30-11:00 am

Remote/Online Only

**NOTE: Members are invited to sit at the table and vote. Alternates may sit at the table and vote when the member is absent. Please coordinate representation in advance of the meeting.** All other Alternates and Guests are invited to attend and sit in the gallery. This roster is for attendance purposes only and should be marked by all members and alternates present at the table, regardless of voting status.

Jurisdiction	✓	Name	Jurisdiction	✓	Name
King County (3)	<input checked="" type="checkbox"/>	Mary Bourguignon	WSDOT-NW Region (1)		Cameron Kukes
	<input checked="" type="checkbox"/>	Peter Heffernan		<input checked="" type="checkbox"/>	Mehrdad Moini (Alt.)
	<input checked="" type="checkbox"/>	John Vander Sluis	WSDOT-Oly Region (1)		JoAnn Schueler
		Andrew Kim (Alt.)		<input checked="" type="checkbox"/>	John Ho (Alt.)
		Sarah Green (Alt.)	WSDOT-MoM (1)	<input checked="" type="checkbox"/>	Matthew Kenna
		Ivan Miller (Alt.)			April Delchamps (Alt.)
Seattle (3)	<input checked="" type="checkbox"/>	Sarah Strand	WSDOT-WS Ferries (1)		Vacant
	<input checked="" type="checkbox"/>	Jim Storment		<input checked="" type="checkbox"/>	Krishan Aggarwal (Alt.)
	<input checked="" type="checkbox"/>	Joanna Valencia	Kitsap Transit (1)		Todd Lamphere (Alt.)
		Bill LaBorde (Alt.)			Steffani Lillie
		Emily Reardon (Alt.)	Pierce Transit (1)		Jeff Davidson (Alt.)
		Katie Lyle-Beshai (Alt.)		<input checked="" type="checkbox"/>	Tina Lee
Bellevue (1)	<input checked="" type="checkbox"/>	Eric Miller	Community Transit (1)		Darin Stavish (Alt.)
		Mia Waters (Alt.)			VACANT
Other Cities/Towns (5)	<input checked="" type="checkbox"/>	Chad Bieren, Kent	King County Metro (1)	<input checked="" type="checkbox"/>	Kathryn Rasmussen (Alt.)
		John Mortenson, Issaquah		<input checked="" type="checkbox"/>	Chester Knapp
		Larissa Grundell, Duvall	Sound Transit (1)		Hannah McIntosh (Alt.)
	<input checked="" type="checkbox"/>	Ingrid Gaub, Auburn			Lisa Shafer (Alt.)
	<input checked="" type="checkbox"/>	Dan Marcinko, North Bend		<input checked="" type="checkbox"/>	Lisa Wolterink
		Vangie Garcia, Redmond (Alt.)			Tyler Benson (Alt.)
	<input checked="" type="checkbox"/>	Kimberly Scrivner, Kirkland (Alt.)			Kirste Johnson (Alt.)
	<input checked="" type="checkbox"/>	Ellen Talbo, Renton (Alt.)			Monica Overby (Alt.)
		Tricia Juhnke, Shoreline (Alt.)	Port of Seattle (1)	<input checked="" type="checkbox"/>	Geri Poor
		Vacant (Alt.)			Robert Giacometti (Alt.)
Kitsap County (1)	<input checked="" type="checkbox"/>	David Forte	Port of Tacoma (1)		Deirdre Wilson
		Joe Rutan (Alt.)		<input checked="" type="checkbox"/>	Ryan Medlen (Alt.)
Bremerton (1)		Shane Weber, Vice Chair	Port of Everett (1)	<input checked="" type="checkbox"/>	Brandon Whitaker
	<input checked="" type="checkbox"/>	Gunnar Fridriksson (Alt. 1)			Laura Gurley (Alt.)
		Vicki Grover (Alt. 2)	Port of Bremerton (1)		Arne Bakker
Other Cities/Towns (1)		Diane Lenius, Poulsbo			James Goodman (Alt.)
		Vacant (Alt.)	PSCAA (1)	<input checked="" type="checkbox"/>	Kathy Strange
Pierce County (2)	<input checked="" type="checkbox"/>	Bekah Osterhaus			Jennifer Keene (Alt.)
	<input checked="" type="checkbox"/>	Peter Lewis-Miller	Suquamish Tribe (1)		VACANT
		Letticia Neal (Alt.)			VACANT (Alt.)
		Clint Ritter (Alt.)	Muckleshoot Tribal Cncl (1)		VACANT
Tacoma (2)	<input checked="" type="checkbox"/>	Jennifer Kammerzell			VACANT (Alt.)
	<input checked="" type="checkbox"/>	Brennan Kidd	Puyallup Tribe (1)		VACANT
		Jack Niehuser (Alt.)			VACANT (Alt.)
		Vacant (Alt.)	NON-VOTING		VACANT - BPAC Member
Other Cities/Towns (1)		Mark Burlingame, Steilacoom			VACANT - BPAC Alternate
	<input checked="" type="checkbox"/>	Hans Hunger, Puyallup (Alt.)			
Snohomish County (2)		Doug McCormick, Chair			
	<input checked="" type="checkbox"/>	Kelly Snyder			
	<input checked="" type="checkbox"/>	Janice Fahning (Alt.)			
		Glynda Steiner (Alt.)			
		Matt Ojala (Alt.)			
Everett (1)	<input checked="" type="checkbox"/>	Tom Hood, City Engineer	Rev. 10/2025		
		Angelique Thompson (Alt.)			
Other Cities/Towns (2)	<input checked="" type="checkbox"/>	Steve Morikawa, Bothell			
	<input checked="" type="checkbox"/>	Gael Fisk, Arlington			
		Jim Kelly, Arlington (Alt.)			
		Vacant (Alt.)			

### Topic #1 – Administrative Transfer of Funds Between Phases

**Current Policy:** The limit for administrative transfer of funds between phases is \$50,000.

#### Context

Through extensive previous deliberations, the Board has established the following parameters that should guide any potential update to this policy:

- PSRC funds are awarded by project phase, not to the entire project
- If a project is unable to utilize awarded funds for the requested purpose, unspent funds should go to the next eligible project on the list
- But policy also acknowledges the benefit of some limited flexibility to accommodate minor changes in project conditions
- The limit for administrative transfer is based on an amount determined reasonable for potential new project funding
- Administrative transfer up to the established limit is allowed, as long as all phases remain fully funded

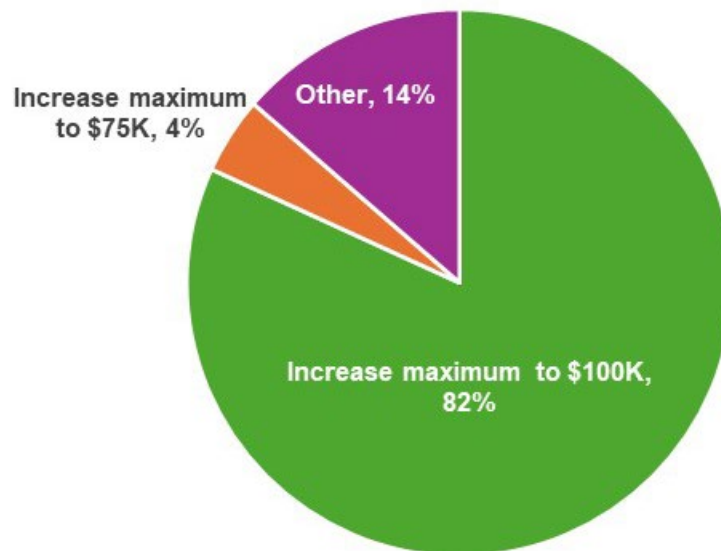
#### Feedback from October RPEC Meeting on Topic #1

- Project costs have increased since the \$50K limit was established in 2015. (*Note, based on the Consumer Price Index, average costs between 2015 and 2025 inflated by about 37%*)
- Acknowledged that smaller funding requests are less common but do happen. Data presented to the committee indicated that in the past five years, there were eight funding requests that totaled \$100,000 or less, and of those, three totaled \$50,000 or less, spread between the recommended awards and contingency lists.
- Acknowledged that since WSDOT coordination is needed to implement this policy, it needs to remain administratively straightforward.

## Survey Responses for Topic #1

Based upon the parameters specified above, which of the following do you most strongly support?

22 responses



*\* "Other" included two suggestions for increase between \$100K-\$200K, and one suggestion to eliminate the policy and allow no transfers between phases*



## Topic #2 – Pre-Bid Supplemental Funding Award

**Current Policy:** Only the phase cost provided at the time of award is considered in a project's capacity to receive increased federal share. If a cost estimate at the time of obligation is higher than initially estimated and programmed, that is not factored into a project's capacity to receive additional funds.

### Context

The following parameters should guide any potential update to this policy:

- Boards and committee have to date been firm that cost overruns are the responsibility of the sponsor.
- PSRC staff does not have the time or expertise to review or vet project cost estimates that are provided with funding applications, but it is expected that cost estimates are based upon best available information and technical understanding of the project scope elements and site characteristics, and include an appropriate contingency factor to cover potential risks and uncertainties.

**Conditions of Potential Change:** For policy consistency and fairness to all jurisdictions, the following parameters would need to be in place for a pre-bid cost estimate increase to be considered for supplemental funding:

- Only projects with delivery in the current fiscal year would be considered for increased federal share
- Any updated cost estimate submitted for consideration would need to be stamped and signed by a licensed engineer
- The updated cost would need to be submitted to PSRC for programming in the TIP/STIP no later than February 15 of the current fiscal year
- As there is no guarantee of the availability or amount of supplemental funding award, the TIP/STIP submittal must include financial documentation showing sufficient local funds to cover the full amount of the cost increase are either secured or can be reasonably expected (per standard TIP programming rules, described here)

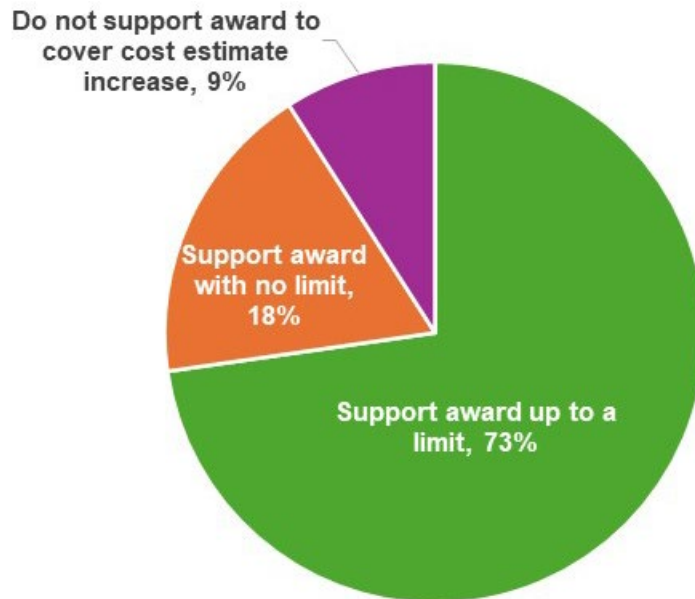
## **Feedback from October RPEC Meeting**

- Acknowledged that initial planning-level cost estimates should be carefully developed by project sponsors, according to the parameters described above.
- However, it was also acknowledged that unanticipated cost increases can still occur, sometimes due to inflation that has exceeded historical trends, or new/changed scope elements that emerge as a project's design or construction progresses.
- There was suggestion that these could be balanced by placing a limit on the amount of a project increase that could potentially be covered by supplemental funds. (e.g., the Transportation Improvement Board allows administrative award of additional funds to cover high bids up to a maximum of \$750K or 15% of the original award, whichever is lower)
- While requiring a stamped, signed engineer's cost estimate may not always be feasible at the time of initial funding request, it is something that can reasonably be expected as a sponsor is preparing to obligate a project's funds.

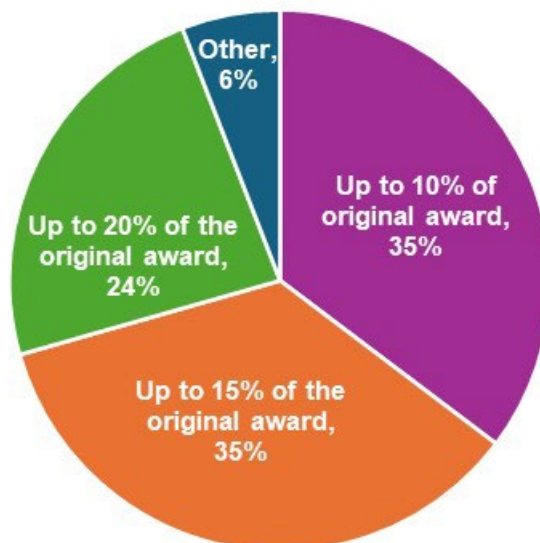
## Survey Responses for Topic #2

Based upon the parameters specified above, which of the following do you most strongly support?

22 responses



For respondents who support a percentage limit, what limit do you believe would be reasonable?



\* "Other" suggested limit of 15% or \$750K, whichever is lower. Additional comments also suggested consideration of cap. One suggestion that the frequency of an agency's request for increase be considered.