



Puget Sound Regional Council

Regional Project Evaluation Committee Agenda

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

Online Meeting Only: Use Zoom Connection Information Provided Below

1. Introductions and Announcements (9:30)

2. Approve Meeting Summary for September 26, 2025* (9:35)

3. Transportation Policy Board Debrief

Information from the Transportation Policy Board (TPB) meetings held on Thursday, October 9, 2025, is available on the PSRC website at:

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

4. Discussion Item: (9:40) – RPEC Chair (9:40) – Jennifer Barnes, PSRC

PSRC staff will share the results of the RPEC Chair election, for the new term beginning January 2026.

5. Discussion Item: Regional Transportation Plan (9:45) – Kelly McGourty, PSRC

PSRC staff will provide an update on recent work in the development of the 2026 Regional Transportation Plan (RTP), including the investment scenario that was selected by the board for evaluation in the draft plan, and the work currently underway to complete the draft plan, planned to be released for public review in December.

6. Discussion Item: Project Tracking Policy Review* (10:05) – Jennifer Barnes, PSRC

The committee will discuss 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. If needed, continued committee discussion and/or action on any recommendations are planned for the December meeting.

7. Other Business (10:55)

8. Information Item:

The Puget Sound Region's Draft Comprehensive Climate Action Plan is now available for public review. You are welcome to view the plan and provide input via our [Online Engagement Hub](#) by Sunday, October 26. Please consider sharing this opportunity with your community using the [promotional toolkit](#).

If you have questions or would like to request language support, please contact us at CPRG@pscleanair.gov. For more information on the Climate Pollution Reduction Grant visit pscleanair.gov/CPRG

9. Next Meeting: December 5, 2025

10. Adjourn (11:00)

***Supporting materials attached**

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

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: September 26, 2025, from 9:30 a.m. - 11:00 a.m.

Location: Remote – Online Meeting Only (Zoom Connection)

Introductions and Announcements

Doug McCormick, Chair, welcomed everyone at 9:30 a.m. He then took roll call to confirm the members and alternates present.

Approval of Meeting Summary

The June 27, 2025, RPEC meeting summary was approved as presented.

Transportation Policy Board Debrief

Jennifer Barnes, PSRC, reviewed the Transportation Policy Board meeting held on Thursday, July 10, and Thursday, September 11, 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: Project Delivery

Kalon Thomas, PSRC, provided an update on the region's project delivery for 2025 FHWA funds. He confirmed that the PSRC region obligated 64 projects with a total of about \$117.2 million in FHWA funds, and that all 2025 obligations have been confirmed. He shared data to show that the 2024 update that accelerated TIP/STIP timeline has had desired effect of earlier submittals, with more obligations completed by July, which in turn positioned the region to be eligible for Redistributed OA. Issues that have remained include some late starts that left little to no buffer to accommodate setbacks, and some slow turnaround times when addressing WSDOT comments and resubmitting paperwork. He then discussed what's next ahead, including submittal of project progress reports later this fall, and initiation of the 2026 TIP rebalancing process in January.

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

For more information, contact Kalon Thomas at KThomas@psrc.org.

Discussion: Regional Transportation Plan

Kelly McGourty, PSRC, provided an update on the development of the 2026 Regional Transportation Plan (RTP), including work completed to date, and an overview of the four

investment scenarios that have been evaluated and are under TPB review. The scenarios reflect different levels of investment in the categories of regional capacity projects, programmatic system improvements, maintenance & preservation, and local transit service growth, that would require different levels of additional revenue to provide a financially balanced plan. Analysis of the scenarios, across varied performance metrics, were provided to the board in September, and the board is planned to take action in October in the investment and funding portfolio to be carried into the draft plan. Discussions will continue into the fall on policy direction, investments, financial strategy, and identifying action items to come out of the plan. The draft plan is planned to be complete and released for public comment in December, and the final RTP planned for adoption in May 2026.

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

For more information, contact Kelly McGourty at KMcGourty@psrc.org.

Discussion: Project Tracking Policy Review

Jennifer Barnes, PSRC, introduced two project tracking policy topics for committee review: (1) consideration of pre-bid cost estimate increases to potentially receive funds under PSRC's annual TIP rebalancing process, and (2) the current limit for administrative transfer of PSRC funds between phases. She reminded how these topics fit into PSRC's Project Tracking Policies and shared some baseline considerations for each topic. Full committee discussion of these topics is planned for the following meeting in October, with any further discussion and/or updated recommendations finalized at the December meeting.

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

For more information, contact Jennifer Barnes at JBarnes@psrc.org.

Discussion: RPEC Chair Nominations

Jennifer Barnes, PSRC, opened nominations to fill the next RPEC chair term. Nominations will be accepted via email until October 10. *NOTE: On October 16, RPEC members were asked to vote by email by noon October 23, and the next chair will be announced at the October meeting.*

For more information, contact Jennifer Barnes at JBarnes@psrc.org.

Adjourn

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

***Members and Alternates Present**

See attached attendance roster.

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

Alan Budde, City of Shoreline; Amy Cruver, Pierce County Council; David Paine, City of Kent; Dax Tate, SCA; Eric Irelan, King County; Micah Ross, City of Redmond; Nicholas Barnett, City of Lynnwood

PSRC

Jennifer Barnes, Kelly McGourty, Kalon Thomas, Miles Stepleton, Heather Culver, Gil Cerise, Casey Moreau, Craig Helmann, Doug Cox

**All attendees were present via remote participation*

RPEC Attendance Roster - Designated Members

Item 2 - Att. A

Date: Septemer 26, 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) | <input checked="" type="checkbox"/> | Cameron Kukes |
| | <input checked="" type="checkbox"/> | Peter Heffernan | | | 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) | | Sarah Strand | WSDOT-WS Ferries (1) | | Vacant |
| | <input checked="" type="checkbox"/> | Jim Storment | | | Krishan Aggarwal (Alt.) |
| | | Joanna Valencia | | | Todd Lamphere (Alt.) |
| | | Bill LaBorde (Alt.) | Kitsap Transit (1) | | Steffani Lillie |
| | | Emily Reardon (Alt.) | | | Jeff Davidson (Alt.) |
| | <input checked="" type="checkbox"/> | Katie Lyle-Beshai (Alt.) | Pierce Transit (1) | | Tina Lee |
| Bellevue (1) | <input checked="" type="checkbox"/> | Eric Miller | | <input checked="" type="checkbox"/> | Darin Stavish (Alt.) |
| | | Mia Waters (Alt.) | Community Transit (1) | | VACANT |
| Other Cities/Towns (5) | <input checked="" type="checkbox"/> | Chad Bieren, Kent | | <input checked="" type="checkbox"/> | Kathryn Rasmussen (Alt.) |
| | | John Mortenson, Issaquah | King County Metro (1) | <input checked="" type="checkbox"/> | Chester Knapp |
| | | Larissa Grundell, Duvall | | | Hannah McIntosh (Alt.) |
| | <input checked="" type="checkbox"/> | Ingrid Gaub, Auburn | | | Lisa Shafer (Alt.) |
| | <input checked="" type="checkbox"/> | Dan Marcinko, North Bend | Sound Transit (1) | <input checked="" type="checkbox"/> | Lisa Wolterink |
| | | Vangie Garcia, Redmond (Alt.) | | | Tyler Benson (Alt.) |
| | | Kimberly Scrivner, Kirkland (Alt.) | | | Kirste Johnson (Alt.) |
| | <input checked="" type="checkbox"/> | Ellen Talbo, Renton (Alt.) | | | Monica Overby (Alt.) |
| | <input checked="" type="checkbox"/> | 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) | <input checked="" type="checkbox"/> | Deirdre Wilson |
| | | Joe Rutan (Alt.) | | | Ryan Medlen (Alt.) |
| Bremerton (1) | <input checked="" type="checkbox"/> | Shane Weber, Vice Chair | Port of Everett (1) | <input checked="" type="checkbox"/> | Brandon Whitaker |
| | | Gunnar Fridriksson (Alt. 1) | | | Laura Gurley (Alt.) |
| | | Vicki Grover (Alt. 2) | Port of Bremerton (1) | | Arne Bakker |
| Other Cities/Towns (1) | <input checked="" type="checkbox"/> | Diane Lenius, Poulsbo | | | James Goodman (Alt.) |
| | | Vacant (Alt.) | PSCAA (1) | | 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) | | Dan Hansen | | | VACANT (Alt.) |
| | <input checked="" type="checkbox"/> | Brennan Kidd | Puyallup Tribe (1) | | VACANT |
| | <input checked="" type="checkbox"/> | Jennifer Kammerzell (Alt.) | | | VACANT (Alt.) |
| | | Vacant (Alt.) | NON-VOTING | | VACANT - BPAC Member |
| Other Cities/Towns (1) | | Mark Burlingame, Steilacoom | | | VACANT - BPAC Alternate |
| | | Hans Hunger, Puyallup (Alt.) | | | |
| Snohomish County (2) | <input checked="" type="checkbox"/> | Doug McCormick, Chair | | | |
| | | Kelly Snyder | | | |
| | | Janice Fahning (Alt.) | | | |
| | | Glynda Steiner (Alt.) | | | |
| | <input checked="" type="checkbox"/> | Matt Ojala (Alt.) | | | |
| Everett (1) | <input checked="" type="checkbox"/> | Tom Hood, City Engineer | | | |
| | | Angelique Thompson (Alt.) | | | |
| Other Cities/Towns (2) | | VACANT | | | |
| | <input checked="" type="checkbox"/> | Gael Fisk, Mukilteo | | | |
| | | Jim Kelly, Arlington (Alt.) | | | |
| | <input checked="" type="checkbox"/> | Steve Morikawa, Bothell (Alt.) | | | |

Rev. 3/2025

Regional Project Evaluation Committee (RPEC)
Information to Support October 25 Project Tracking Policy Discussion

Two project tracking policy topics to be reviewed:

1. **Administrative Transfer of PSRC Funds Between Phases** – Evaluate the current \$50K limit for administrative transfer of PSRC funds between phases
2. **Pre-Bid Increased Federal Share** – Evaluate the potential to allow pre-bid cost estimate increases to be eligible to receive “increased federal share” funds under PSRC’s annual TIP rebalancing process

Current policies were informed by previous RPEC discussion and recommendations. The following information is provided to support the committee’s current discussion on these topics.

Background – PSRC Project Tracking Policies

PSRC’s [Project Tracking Policies](#) lay out the rules and procedures implemented for the region to meet annual federal delivery requirements. Their purpose is to ensure the timely and predictable use of all regionally managed federal funds, and assist the region to:

- Reduce project delays that lead to increased costs
- Ensure the traveling public benefits from investments at the earliest point possible
- Meet federal funding delivery expectations
- Preserve PSRC funds and ensure they are kept locally
- Position region for additional funding opportunities by demonstrating the ability to deliver projects.

The Project Tracking Policies are informed by RPEC recommendations and ultimately adopted by the Board.

Administrative Transfer of PSRC Funds Between Phases

The Project Tracking Policies establish a \$50,000 limit for administrative transfer of PSRC funds between phases. This limit was set, per RPEC recommendation, in 2015.

QUESTION: Since this limit was set several years ago, is there a higher amount that should be considered while still maintaining the overall intent of the policy?

Context:

- PSRC funds are awarded by project phase, not to the entire project
- PSRC funds unspent at the completion of the phase are de-obligated and returned, and then redistributed to the next eligible project
- PSRC policies allow administrative transfer of up to \$50,000 between phases of the same project, as long as all phases remain fully funded
- Any transfer greater than \$50,000 is subject to “exception” policies and requires board approval

The limit for administrative transfer is based on an amount determined reasonable for new project funding.

- Based on policy determination that 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 also acknowledges the benefit of some limited flexibility to accommodate minor changes in project conditions.

Supporting Information:

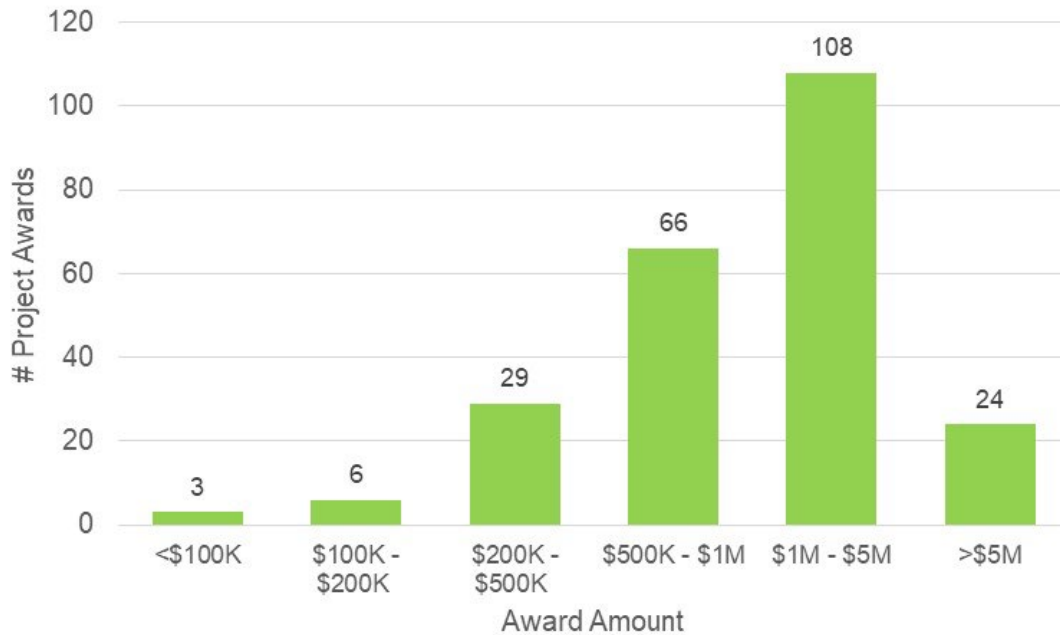
Administrative transfers per PSRC policies have occurred on average about 7–8 times per year, over the past 10 years. Transfer amounts have ranged from under \$1,000 to the maximum.

Funding requests since 2021 are summarized on the following page. For requests under \$100,000, two awards and one request on the contingency list totaled \$50,000 or less.

Regional Project Evaluation Committee (RPEC)
Information to Support October 25 Project Tracking Policy Discussion

Size of PSRC Funding Requests Since 2021

Funding Awards



Contingency List Award Requests



Pre-Bid Increased Federal Share

Currently, 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.

QUESTION: Is there a consistent, fair approach by which a project with current year PSRC funding could be eligible for increased federal share based on an increased pre-bid cost estimate?

Additional Questions:

- How to ensure that cost estimates are consistently vetted for all projects at time of award and update?
- How to implement on a timeline that maintains the requirement that increased federal share amounts be confirmed in time for the March TIP/STIP update?

Context:

- PSRC does not review or vet project cost estimates that are provided with funding applications, and which are the basis of funding requests
 - PSRC staff does not have the expertise to perform technical review of project cost estimates
 - But it is expected that project cost estimates are prepared by an engineer based upon best available information and technical understanding of the project scope and site characteristics, and include an appropriate contingency factor to cover potential risks and uncertainties

Regional Project Evaluation Committee (RPEC)
Information to Support October 25 Project Tracking Policy Discussion

Supporting Information:

What has been the prior discussion on this topic?

Project cost overruns have been a topic of past RPEC and PSRC board discussions, leading to ongoing policy determinations that PSRC funds should not be used to cover project cost overruns, and they should instead be the responsibility of the project sponsors. However, out of these discussions also came the policy decisions to 1) include a “hardship” provision for requesting additional funding, and 2) as part of the annual TIP rebalancing process, award increased federal shares to further support delivery of projects that have committed local funds higher than the minimum requirement.

What WSDOT review happens at the time of obligation?

Funding packages submitted for obligation include engineer’s cost estimates that are reviewed by WSDOT as part of the overall package review. However, the level of detail of WSDOT review may vary depending on the project details and overall timing, and the region in which the review is conducted.

How does Transportation Improvement Board (TIB) handle requests related to project cost increases?

- TIB staff have administrative authority to award additional funds up to a limit established by its policies. Award above the limit requires board authorization.
- TIB staff has confirmed that almost all additional TIB funds are awarded based on high bids or construction change orders; it is rare for TIB to award additional funds pre-bid, based on increased cost estimates.
- TIB processes incorporate a strong vetting process of cost estimates, including:
 - TIB always requires an engineering cost estimate, stamped and signed by a licensed engineer, to be submitted as part of the submitted application for funding award. The cost estimate undergoes technical review by TIB staff as part of the application review process.

Regional Project Evaluation Committee (RPEC)

Information to Support October 25 Project Tracking Policy Discussion

- In a situation where additional funds are requested due to an adjusted cost estimate, an updated cost estimate stamped and signed by a licensed engineer must be submitted and reviewed/approved by TIB, prior to an additional funding award being considered. Whether or not additional award is approved depends on project circumstances and whether additional funds are available.