

APPENDIX Q

From: Kubly, Scott
Sent: 25 Aug 2015 15:24:26 -0700
To: Freedman, Nicole; Nunes-Ueno, Paulo
Subject: FW: Checking in

Please swing by to discuss where we are.



Scott Kubly
Director, [Department of Transportation](#)
O: 206.684.5000 | scott.kubly@seattle.gov

From: Jay Walder [<mailto:jaywalder@motivateco.com>]
Sent: Tuesday, August 25, 2015 3:09 PM
To: Kubly, Scott
Subject: Re: Checking in

Scott,

Checking in again. Not meaning to push, but it feels like we are dragging and I know that you want something done in the Spring/early summer next year. Let me know your thoughts.

Thanks
Jay

On Tue, Aug 18, 2015 at 1:22 PM, Kubly, Scott <Scott.Kubly@seattle.gov> wrote:
Jay

I think we are pretty close. I saw the latest and had a few comments but minimal.

I've been dealing with a couple of issues over the last week that are keeping me busy. I'll check in with Nicole and see where we are.

Scott

Sent with Good (www.good.com)

-----Original Message-----

From: Jay Walder [jaywalder@motivateco.com]
Sent: Saturday, August 15, 2015 05:44 AM Pacific Standard Time
To: Kubly, Scott
Subject: Checking in

Scott

Checking in with you. We sent over a term sheet that reflects our discussion and the plan to have a 50 station e-bike pilot in place by early summer (and hopefully sooner). It would work off of the existing Pronto on-street infrastructure and systems (operational and customer facing) as we have discussed. Have you had a chance to look at it?

Justin will be in Seattle on Monday to work with Nicole if you want to meet with him.

Have a good weekend

Jay

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Transit & Mobility Division Weekly Report

DATE: August 24, 2015

TO: Scott Kubly, Director

FROM: Paulo Nunes-Ueno, Director, Transit and Mobility Division

RE: TRANSIT AND MOBILITY DIVISION WEEKLY REPORT

Current Projects / Activities

PROJECT	Milestones This Week	Status	Project Manager
BRT Network	The BRT Network/TMP Supplemental work authorization to initiate the consultant team has been submitted to CCU		Michael James
First Hill Streetcar	Qualification Testing of Car 7/Acceptance Testing of Car 1		Ethan Melone
Center City Connector	Internal review of draft Small Starts application materials		Barbara Lee - CPRS
Broadway Streetcar	90% Design Underway		Barbara Lee - CPRS
C Line Extension March package	Design of March 2016 package continues. Second package (post March 2016 implementation; unfunded) entered project definition phase. Show as yellow until full funding for March package is identified.		Bill Bryant Reiner Blanco Jeff Lundstrom
Montlake Triangle bus stops	T&M identified \$25K to continue design, but partner funding needed for timely completion.		Candida Lorenzana
Pay by Phone Parking	Marketing, business plan under development		Mary Catherine Snyder

incurred when they use the service. Sometimes if there's ambiguity the company will waive the fee and pay it themselves.



Existing

Proposed

Scott comment: Does Zipcar pay for this?

RESPONSE: We're still discussing how we'll fund the new signs. It's 22 total spaces (6 in paid parking areas (permit \$3000) and 16 in unpaid areas (permit \$300)). Annually the permit fees cost the operator \$22,800. From my perspective, there are a few options:

1. Option 1: SDOT pays for signs, installation, and stickers
2. Option 2: SDOT pays for signs and installation, Zipcar pays for sticker
3. Option 3: SDOT bills Zipcar for the new signs, installation, and sticker

Scott: do you have a preference?

- o Payment integration be implemented in the next phase of ORCA - ORCA II, beginning immediately and scheduled for completion in 2020. For the short term, existing and future car share operators allow members to reserve and drive cars using only their smart phone. Metro is also piloting an effort later in 2015 for fare payment via phone. These options are a short-term, front end solutions, that means that no fare or membership cards will be necessary to use any these options and that a phone can be the single payment method for both.

Bike Share (Nicole Freedman, 4-4690)

- a. Motivate & Pronto Term Sheet– Nicole resubmitted them on Friday through Cindy. It is believed that the Pronto term sheet will have no comments. Nicole will prepare both for signature once approved. **Scott comment: Has law reviewed the term sheets?**
Response: Yes, John Groh has seen both. He has approved the Pronto term sheet. I will send him the next iteration of the Motivate ones as soon as I get them.
- b. Motivate Interim/Short Term Ops Contract –Demi is reviewing City boilerplate that will be added to existing Pronto-Motivate contract. Demi and the City have agreed to do simple and quick contract.
- c. Pronto Contract – Pronto is drafting contract based on term sheet and will present to the City in late August or early September. Nicole and Pronto lawyers met to discuss details that for inclusion in the contract. No issues are anticipated.

- d. Bike Share Financing –Paulo and Nicole meet with Alaska Airlines next week to request that they assume the Key Bank loan and pay their sponsorship direct to Key Bank. We anticipate they will not assume this added responsibility and are working with Chris Ruffini and Karen Melanson on alternatives to the KeyBank-Alaska loan and other financial needs. Paulo is also working with PSBS to see if they can keep the non-profit alive to manage the loan. Our strategy has changed to pursue a “no change” in the debt obligations and to ask PRONTO to retain Key Bank and Alaska obligations for now. **Scott comment: Bring Andrew? I will reach out and invite him now.**
- e. Low-income Memberships - Demi is setting up backend mechanism for City to sell low-income memberships to residents; Nicole is working with Kiersten on plan to distribute in concert with ORCA lift.
- f. Low-income Grant – Nicole is preparing document based on Sam Schwartz TIGER grant application. Nicole has reached out to Councilmember O’Brien for any requests.
- g. Motivate Pricing – Nicole spoke with Justin on Friday and re-emphasized City’s desire for a reduced operations fee. Justin is speaking with Jay and will report back on what is possible.

Scott comment: What about SE Seattle study? Sorry for the confusion. My bullet F “Low-income grant” was referring to the SE Seattle study. My notes read on this read, “Nicole is preparing document based on SSE’s TIGER application. Nicole has reached out to Councilmember O’Brien for any requests.

Summer Parkways (Nicole Freedman, 4-4690)

- a. Logistics are on track. Outreach in full force.
- b. Due to low volunteer numbers, event producer, Jordan Adams, brought on volunteer coordinator to increase number of volunteers including reaching out to CTR businesses, outreaching all bike groups, sending out emails to Cascade’s full list, issuing a press release, meeting with local volunteer and neighborhood groups. If shortage persists Parks Stewards will fill missing volunteer roles.