

Evergreen Line Rapid Transit Project
Project Board

AGENDA
CONFIDENTIAL

Subject:	Regular Project Board meeting	Project Meeting #19
Date:	February 13, 2013	
Time:	2:30 p.m. – 4:30 p.m.	
Location:	s15	

AGENDA

Item	Board Requirement	Lead	Time
19.1. Call to Order and Approval of Agenda	Decision	G. Main	2:30
19.2 Approval of Minutes from October 15, 2013	Decision	G. Main	2:35
Project Status Updates			
19.3 Director's Project Update	Information	A. Farrell	2:40
19.4 Financial Update	Information	A. Farrell	2:20
New Business			
19.5 Performance Measurement Framework	Information	A. Farrell	3:40
19.6 Future Meetings	Information	A. Farrell	4:10
19.7 Adjournment		G. Main	4:15

Evergreen Line Rapid Transit Project

Meeting Number #19

February 13, 2014

Project Board Members Present:

Grant Main (teleconference)
Sarah Clark (teleconference)
Fred Cummings
Ian Jarvis (teleconference)
Kevin Richter

Project Board Support:

Amanda Farrell
David Beckley
David Chang
John Eastman
Raymond Louie
Stu Jackes
James Harvey (teleconference)
Jon Buckle (regrets)
Agi Mallory
Wendy Itagawa
Andrea McLean – Note Taker

19.1 Call to Order and Approval of Agenda – G. Main

The meeting was called to order at 2:35 p.m. The meeting was chaired by G. Main.

The agenda was approved as circulated.

19.2 Approval of Minutes from October 15, 2013 – G. Main

The minutes of the October 15, 2013 ELRT Project Board meeting were approved as circulated.

Action Item Review:

- The cash flow presented at the October 15 meeting was circulated electronically.

Project Status Updates

19.3 Director's Project Update– A. Farrell

A. Farrell distributed a Project Board Update presentation to supplement the Quarterly Progress Report and Project Status dashboard that was circulated in the meeting materials.

A. Farrell provided an overview of the document highlighting the following:

- Properties: There is one outstanding property to be acquired for hand over to the Primary Contractor. The acquisition is expected to be complete well before the September 2014 deadline. Other properties required to meet parking commitments are not on the critical path.

Evergreen Line Rapid Transit Project

- Federal Funding: The last quarterly meeting with the federal government took place in November 2013, and the next meeting is scheduled for February 27, 2014. Cash flows are being updated regularly and claims are going well.
- PPP Canada Funding: The funding agreement for Lincoln Station is in its final draft form and will be executed shortly.
- TransLink Funding: Monthly working group meetings with TransLink are ongoing, and the Funding and Support Agreement amendment has been executed by both parties. A draft version of the integrated schedule developed by the Province and TransLink to track system integration deliverables was circulated to the Project Board and reviewed.
- First Nations: EGRT has exceeded its obligations in relation to contract opportunities for First Nations and is making good headway on meeting the employment hour requirements. The Province will continue to monitor their progress.
- Environmental: No major issues to report. The BC Environmental Office has confirmed that no amendment to the Environmental Assessment Certificate is required for the change from the twin bore tunnel contemplated in the reference concept and the single bore tunnel proposed by EGRT.
- Risk: The largest risk retained by the Province is systems integration. The Primary Contractor's largest risk is schedule impacts due to the poor ground conditions in section 425 that required a redesign to timber piles along an active CPR line. EGRT is working with CPR on scheduling.
-

s17

- Communications: Concerns raised by the Klahanie community have been addressed: the Project will be providing a guideway mounted parapet noise wall, a ground level noise wall adjacent to the town homes and landscaping. Meetings with strata and communities along the alignment are ongoing, and the next round of business liaison meetings will commence soon. EGRT continues to issue numerous construction bulletins. Public enquiries have increased and reflect the increased construction along the alignment. A tour of the alignment will be scheduled for the TransLink Board of Directors.

R. Louie provided an overview of design and construction highlighting the following:

- Design: Fixed facility design is nearing completion and plaza design review will commence in the next month. System design is progressing well.
- Construction: Construction is progressing well along the entire alignment. Assembly of the TBM is approximately 95% complete and boring is scheduled to commence in early March. Construction is slightly behind schedule in a few areas, but these are not on the critical path and the overall project schedule remains on track.

Evergreen Line Rapid Transit Project

- Vehicles: The vehicles are in the final stages of design. Delivery of the first train is on target for August 2015.

Action

Systems integration to be presented as a separate risk in the dashboard and progress report.

19.4 Financial Update – A. Farrell

A. Farrell distributed the financial summary to supplement the Quarterly Progress Report that was circulated in the meeting materials.

A. Farrell provided an overview of the document highlighting the following:

- The Project is on budget. Draws from contingency reflect approved changes in the contract. The Province sought cost sharing with the municipalities to cover the cost of change requests whenever possible. Some funds were transferred from direct works to the DBF where the Province moved scope to EGRT's contract.
- This year's expenses are lower than what was forecast and unspent funds are being moved to next fiscal year.

New Business

19.5 Performance Measurement Framework – A. Farrell

A. Farrell distributed a draft Performance Measurement Plan and provided an overview of the document highlighting the following:

- A. Farrell attended the Public Accounts Committee meeting in November to report on the audit.
- The plan circulated is subject to comments from TransLink and the Transit Branch.
- There will be an interim measurement of the transit orientated performance measures.
- Some performance measures will be tracked by the Province during the course of the project, whereas others will be measured during operation.
- The plan will be finalized shortly and circulated before the next Project Board meeting. It will be reported against at future meetings.

Evergreen Line Rapid Transit Project

19.6 Future Meetings – *A. Farrell*

The next quarterly meeting is tentatively scheduled for May 6, 2014. The quarterly report will be compiled at the end of March.

Action

Next meeting date to be confirmed by the Project Office.

19.7 Adjournment – *K. Richter*

The meeting was adjourned at 3:36 p.m.