

## CONFERENCE CALL NOTES

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Client: Port of Kingston  
Project: 20190109 – Remote Ferry Holding Lot Feas Study  
Date: January 14, 2020, Updated, Final  
RE: ATM and Lot Capacity Discussion

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### 1. Purpose and Attendees

- At Partner Meeting #2, direction was given that changed previously discuss and agreed upon assumptions. This brought up concerns and follow-up questions from WSF and Kitsap County. This call was to discuss the concerns and questions related to these two topics.
- Attendees:
  - Perteet – Patty Buchanan, Mike Hendrix, Brent Powell, Giancarlo De Simone
  - WSF – Lei Lu, Leonard Smith
  - Kitsap County – David Forte

### 2. Remote Lot Target Capacity

- The current developed potential capacities are 550 or 740 vehicles which are in addition to the vehicles on the dock.
- On road SR104 storage can extend to Barber Cut-off, the extent of the existing queueing lane.
- Leonard said, and the group agreed, that the remote holding lot should not be designed to accommodate the “peak of the peak”, which has been observed to be all the way to Miller Bay Road. Instead, it was suggested that the remote holding lot should be designed to accommodate roughly the 85<sup>th</sup> percentile queue.
  - The 85<sup>th</sup> percentile is a target service level used by both WSDOT and WSF for design.
  - The group discussed that there is no clear data on queueing throughout the year, so that 85<sup>th</sup> percentile queue cannot be precisely determined.
  - Brent explained that the queue data is likely a bell-curve shape, so it is not as easy as saying 85% of the distance back to Miller Bay Road.
  - Leonard suggested and the group agreed that the existing queuing that should be studied should extend to approximately Barber Cut Off Road, which is approximately an 85<sup>th</sup> percentile queue.
- Nothing in the terminal manual for a remote holding lot capacity calculations. General agreement that any queuing on SR104 should not extend past the existing shoulder lane.
- Note that this project does not include evaluation of the reservation system.
- In August (on Sundays, typically), the wait time signs are activated by the ferry supervisor. Loops for a queue detection were considered, but the project was never completed. For queues, we don't have good data.
- Need to confirm if Olympic Region is concerned about shoulder usage. Current lane begins at Barber Cut Off.
- David's concern is still related to the capacity of how many vehicles can we fit in this lot?

- **WSF improvements are to be included in the lot capacity target calculation assumptions.**
- **WSF used the 85th percentile in preparation of the long range plan and could be the target for the Remote Lot target capacity to be consistent.**
- Calculations to determine lot capacity is included in the traffic BOD report.
- Leonard to provide data to Perteet on when two-boat limit is met and signs are activated along SR 104 saying such.

### 3. ATM

- Original focus was on the remote holding lot. Additional concerns include how we are communicating to vehicles in the corridor from the Hood Canal Bridge to the ferry dock when to use the lot.
- David wants to see the communication method between the devices.
- David would like to see how to manage traffic through Kingston and coming in to the town. Options include tally system to technology to increase reliability and flexibility.
- Other questions to be addressed include:
  - In Kingston, how do you direct people into the holding area?
  - How do you manage traffic flow in the holding area?
  - How do you manage traffic flow to the dock?
- Kitsap County and WSF would like to see pluses and minuses of different options.
- WSDOT history is to move more the automation to reduce FTE's. Including notification that LOT IS FULL USE ALTERNATIVE ROUTES.
- Information and analytic gathering in Kingston. What is the feedback to the ferry lot on the traffic capacity on how to make the decision?
- WSF would like to have a presentation talking about the system. This is a capital project that would not request funding of FTE's at this time.
- ATM system at the terminal not at the holding lot. Would be ok with adding one FTE (not two though...second FTE would be an existing staff) and funding to support an FTE would be requested once the project completion date is known.
- Perteet will develop some graphics to discuss how ATM could work for the project. These will be used to determine the concept that will be developed in the 30% plans and cost estimate final deliverable for the project.
- If an ATM system is designed / installed to automatically direct customers to the next available holding lane there is a potential to eliminate the back lot person who performs this tasks today. That FTE could then be utilized to manage the remote lot. Without the ATM, WSF assume 2 - FTE's to manage the remote as currently envisioned.

