

SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING

Summary Minutes

December 6, 2018

CALL TO ORDER

The meeting was called to order at 1:16 p.m. by Chair Paul Roberts, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

ROLL CALL

Chair

(P) Paul Roberts, Everett Councilmember

Vice Chair

(A) Joe McDermott, King County Council Member

Boardmembers

(P) David Baker, Kenmore Mayor

(A) Dave Earling, Edmonds Mayor

(A) Kent Keel, University Place Mayor Pro Tem

(P) Ron Lucas, Steilacoom Mayor

(A) Pete von Reichbauer, King County

Councilmember

Paige Armstrong, Board Coordinator, announced that a quorum of the committee was not present at roll call.

REPORT OF THE CHAIR

Chair Roberts announced that another committee member will be joining the meeting later, and therefore the committee would hear the reports until a quorum is present and business items can be taken up.

CEO REPORT

DSTT Milestone

Peter Rogoff, CEO, reported that in 2019 Sound Transit will be assuming ownership of the Downtown Seattle Transit Tunnel (DSTT). Though the formal transfer of ownership will not happen until the end of 2019, as of March 23, 2019 Sound Transit will be the only operators in the tunnel, ending a decade of the Puget Sound region being the only one in the world to have a mixed bus-rail subway tunnel.

Though current riders of tunnel bus routes will see longer trips in the short-term, Link will become faster and more reliable than it already is. Any frequent Link rider is used to hearing the announcement “the train is being held due to traffic ahead.” As of March that announcement will become a thing of the past.

In January, staff will come back before the Board to discuss many aspects of the ownership transition, and detail some operational challenges ahead. They will talk about construction in the tunnel next year that will prepare it for heavier construction in 2020, when we build the rail connection between International District Station and East Link.

PUBLIC COMMENT

Alex Tsimmerman

REPORTS TO THE COMMITTEE

Ridership and Operations Report

Bonnie Todd, Executive Director of Operations, provided the report. System wide ridership was up over four percent, likely in part due to one additional weekday compared to October 2017. Link ridership was up three percent, ST Express increased by two percent, and Sounder increased by six percent.

Tacoma Link ridership dropped by five percent, due in part to fewer special events in the downtown area compared to 2017. It is expected that ridership will increase in November, as the Tacoma Dome has re-opened after extensive renovations.

ST Express on-time performance was above the target of 86 percent, and passengers per trip was slightly higher than the previous month. Customer complaints were above target per one hundred thousand boardings, with increased complaints mostly attributed to the closure of the Rainier Freeway Station, which is due to East Link construction. Sounder on-time performance was below target largely in part due to a BNSF South line tie replacement and undercutting project, which caused delays and missed trips.

Passenger Information Management System

Jason Weiss, Chief Information Officer, Russ Arnold, Chief Customer Experience Officer, and David Ginsburg, Senior Program Manager, provided the report. Mr. Weiss began the presentation with an overview of the existing passenger information management systems (PIMS), which evolved individually by transit mode and are outdated by today's industry standards. The redevelopment of the overall system will provide a better customer experience, with new capabilities and data that will be useful to riders.

Mr. Ginsburg continued the presentation, reporting that data for the system will be managed through one hub, and the data will be much more sophisticated than what the current passenger information system allows. Mr. Ginsburg detailed some of the new features that the system will include, which include a unified and upgraded signage system that is consistent throughout the transit modes, and more accurate and consistent rider alerts.

Sound Transit's current passenger information systems are isolated and have no integrated data management, the new system will be fully integrated, and will be highly flexible for growth as the system continues to be built out. The current systems are also nearing their end of useful life, as the equipment has been in use since the various modes came online.

Mr. Ginsburg concluded by outlining the implementation process, which will begin pending a Board action to allocate the program budget and to award the first contract for the program. These actions will be undertaken by the Capital Committee and the full Board this month.

Boardmember Lucas asked if this system will be friendly to external software and applications, such as transit rider apps that are heavily used by passengers to estimate arrivals and travel time to a destination. Mr. Ginsburg responded that this system will make data available to external enterprise software, and will be more accurate for that usage as well.

Mr. Weiss commented that this project is being timed for implementation along with the opening of East Link, as there will be a need for more detailed signage and wayfinding when there are two separate Link lines operating.

Chair Roberts asked how this system will integrate with the ORCA system, which is also taking a direction towards the development of a mobile application. Mr. Rogoff commented that the development of this system as an open architecture system enables the collaboration between the PIMS and the ORCA management system.

Positive Train Control Implementation Status

Peter Brown, Director of Systems Engineering and Integration, and Richard Williams, Sounder Mechanical Superintendent, provided the report. Mr. Brown began with an overview of the implementation timeline of

Positive Train Control (PTC). Throughout the last year, PTC has been gradually installed on Sounder vehicles, and that process was completed in October of 2018. This puts Sound Transit well ahead of the federal deadline for installing PTC which is December of 2018.

The agency has completed third party verification that the PTC system is operating as intended, and that the system performs to the required standard. There is some remaining certification paperwork to be completed through the Federal Rail Administration, which is underway. In addition, there is ongoing work with replacing vehicle antennas, which were causing some erroneous speed warning and other interference issues.

Boardmember Baker asked why the implementation has only reached 99 percent of trips. Mr. Brown replied that that last percent is due to the initialization period of the system, which takes a while to come online, and rare trips where the system is unable to initialize and the operator completes the trip.

Boardmember Lucas asked about the system and the algorithm used. Mr. Brown explained that the system considers a variety of factors, including rail grade, speed, and track markings and triggers, and those things combined can be used to warn the operator, and if there is no corrective adjustment made, can bring the train to a full stop.

BUSINESS ITEMS

Boardmember McDermott arrived at 2:02 pm and a quorum was present.

Items for Committee Final Action

Minutes of the November 1, 2018, Operations and Administration Committee Meeting

It was moved by Boardmember McDermott, seconded by Boardmember Lucas, and carried by unanimous vote that the minutes of the November 1, 2018 Operations and Administration Committee meeting be approved as presented.

Motion No. M2018-156: Forwarding the Operating Budgets of the Proposed 2019 Budget, including the transit mode budgets, ORCA expenses, debt service, tax collection and fees, donations to other governments, contributions to reserves, and any revisions approved by the Committee, to the Board of Directors for consideration.

Motion No. M2018-156 was moved by Boardmember Lucas and seconded by Boardmember Earling.

Chair Roberts stated that the Committee Members would review and consider seven revisions to the proposed budget. Some of the revisions were grouped for consideration.

Revision O-1: Increasing the Annual Operating Budget to Fund Light Rail Vehicle Repairs

Revision O-2: Increasing the Annual Operating Budget to Fund Rail Grinding and Polishing

Ann Sheridan, Budget Director, stated that these revisions are due to timing changes with two maintenance project contracts.

It was moved by Boardmember McDermott, seconded by Boardmember Lucas, and carried by unanimous vote that Revisions O-1 and O-2 be approved as presented.

Revision O-3: Increasing the Annual Operating Budget to Fund Enhanced Escalator Maintenance Contract

Ms. Sheridan explained that this revision adjusts the budget to fund escalator maintenance mitigation efforts. An action taken at the October 2018 Board meeting directed staff to carry out actions to procure a different maintenance contractor, and additionally to fund an on-site technician during the period of time before the escalators at the University of Washington Station are replaced.

It was moved by Boardmember McDermott, seconded by Boardmember Baker, and carried by unanimous vote that Revision O-3 be approved as presented.

Revision O-4: Increasing the Annual Operating Budget to Fund Bus Commissioning

Ms. Sheridan stated that this revision will fund the recommissioning of several buses that are currently out of service to maintain the service levels currently held on routes 540 and 541.

It was moved by Boardmember McDermott, seconded by Boardmember Baker, and carried by unanimous vote that Revision O-4 be approved as presented.

Revision O-5: Increasing the Annual Operating Budget for a New OMF Warehouse Lease

Ms. Sheridan stated that this revision will fund the lease of a larger facility for an OMF warehouse, as it was determined that the existing space is not adequate for new Light rail vehicles which are being delivered in the coming year.

It was moved by Boardmember McDermott, seconded by Boardmember Baker, and carried by unanimous vote that Revision O-5 be approved as presented.

Revision O-6: Decreasing the Annual Operating Budget to Adjust for Updates to Office Lease, Common Area Maintenance (CAM) Costs, and Deferred Rent

Revision O-7: Decreasing the Sales and Use Tax Offset Fee

Ms. Sheridan stated that these revisions are reductions in the proposed budget. The first is due to savings and lower than anticipated expenditures for leases and office space. The second is a reduction in the Sales and Use Tax offset fee due to lower than anticipated tax expenditures.

It was moved by Boardmember Baker, seconded by Boardmember Lucas, and carried by unanimous vote that Revisions O-6 and O-7 be approved as presented.

It was carried by unanimous vote, that Motion No. M2018-156, including all approved revisions, be approved.

Motion No. M2018-157: Authorizing the chief executive officer to execute a five-year contract with two, one-year options to extend with Piper Jaffray & Co. to provide on-call debt financing advisory services for a total authorized contract amount not to exceed \$500,000.

Jessica Jaegar, Director of Financial Operations, provided the staff report. Ms. Jaegar stated that the contract scope includes debt issuance and management, asset liability management, ongoing financial modeling assistance, and innovative financing advisory services for Sound Transit. It is a standard practice to have financial advisors to advise large municipal issuers on financing and debt transactions. This approach allows Sound Transit to obtain competitive pricing and optimize debt structure and therefore minimize cost of borrowing.

It was moved by Boardmember Lucas, seconded by Boardmember McDermott, and carried by unanimous vote that Motion No. M2018-157 be approved as presented.

Motion No. M2018-158: Authorizing the chief executive officer to execute a three-year contract, with two one-year options to extend, with Moss Adams LLP to provide independent financial audit, attestation, and advisory services, for a total authorized contract amount not to exceed \$2,500,000, contingent upon Board approval of the 2019 Budget.

Kelly Priestley, Deputy Executive Director of Financial Operations, provided the staff report. This contract would provide auditing services for year-end financial statements, in addition to several other required federal

audits. Ms. Priestley stated that this contract was procured through a competitive process, with Moss Adams being the selected recipient after a thorough review.

It was moved by Boardmember McDermott, seconded by Boardmember Baker, and carried by unanimous vote that Motion No. M2018-158 be approved as presented.

Motion No. M2018-159: Authorizing the chief executive officer to execute a contract with Peterson Power Systems, Inc. to convert analog Head End Power units on Sounder locomotives to digital in the amount of \$1,089,972, with a 5% contingency of \$54,499, for a total authorized amount not to exceed \$1,144,471, plus applicable taxes contingent upon Board approval of the 2019 Budget.

Robin Braziel, Director of Commuter Rail, and Richard Williams, Mechanical Superintendent, provided the staff report. The Head End Power (HEP) units on Sounder locomotives generate electricity for passenger cars, supplying air conditioning, heating, lights, and power outlets for a more comfortable commute. The existing analog control system on the HEP units was part of the original locomotive procurement and has reached the end of its useful life and is outdated, unreliable, and unable to be programmed. This proposed action would authorize the conversion of the analog control system to a digital control system on all 12 of Sounder's HEP units.

It was moved by Boardmember Baker, seconded by Boardmember McDermott, and carried by unanimous vote that Motion No. M2018-159 be approved as presented.

Items for Recommendation for the Full Board

Motion No. M2018-160: Authorizing the chief executive officer to execute a contract amendment with Alexander Dennis, LLC to exercise options to manufacture and deliver thirteen 42-foot double deck diesel buses in the amount of \$11,680,258, with a 5% contingency of \$584,013, totaling \$12,264,271 for this procurement. This action authorizes a total modified contract amount of \$45,540,795 plus applicable taxes contingent upon Board approval of the 2019 Budget.

Robin Braziel, Director of Commuter Rail, and Dave Turissini, Bus Operations Manager, provided the staff report. This proposed action authorizes the purchase of thirty-one 60-foot articulated hybrid diesel buses for Sound Transit routes of which twenty-five are for fleet replacement and six will expand the fleet. The procurement will enable the replacement of twenty-two 2004 60-foot hybrid buses, two 2005 40-foot diesel buses, and one 2003 40-foot hybrid bus, all with more than 550,000 miles, and will expand the fleet by six buses to meet service requirements as outline in the 2019 Service Implementation Plan.

It was moved by Boardmember Lucas, seconded by Boardmember Baker, and carried by unanimous vote that Motion No. M2018-160 be forwarded to the Board with a do-pass recommendation.

Motion No. M2018-161: Authorizing the chief executive officer to execute a contract with New Flyer Industries, Inc. to manufacture and deliver thirty-one 60-foot articulated hybrid diesel buses in the amount of \$38,827,407, with a 5% contingency of \$1,941,370, for a total authorized contract amount not to exceed \$40,768,777, plus applicable taxes and contingent upon Board approval of the 2019 Budget.

Robin Braziel, Director of Commuter Rail, and Dave Turissini, Bus Operations Manager, provided the staff report. This action authorizes the purchase of thirty-one 60-foot articulated hybrid diesel buses for Sound Transit routes of which twenty-five are for fleet replacement and six will expand the fleet. The procurement will enable the replacement of twenty-two 2004 60-foot hybrid buses, two 2005 40-foot diesel buses, and one 2003 40-foot hybrid bus, all with more than 550,000 miles, and will expand the fleet by six buses to meet service requirements as outline in the 2019 Service Implementation Plan.

It was moved by Boardmember Lucas, seconded by Boardmember McDermott, and carried by unanimous vote that Motion No. M2018-161 be forwarded to the Board with a do-pass recommendation.

Motion No. M2018-162: Authorizing the chief executive officer to execute an amendment to the existing lease with the City of SeaTac for the parking structure located at 15247 International Boulevard, Tukwila, WA on a month-to-month basis for an additional one year. This amendment will add an additional \$59,001 for a total authorized agreement amount not to exceed \$344,896 contingent upon Board approval of the 2019 Budget.

Nancy Bennett, Property Management Manager, provided the staff report. Sound Transit currently leases 63 parking stalls on the top floor of a parking garage facility in the City of SeaTac to provide overflow parking for the Tukwila International Boulevard Link Light Rail Station. The current agreement is set to terminate on December 31, 2018. This action would extend the lease for a one-year term.

It was moved by Boardmember Baker, seconded by Boardmember Lucas, and carried by unanimous vote that Motion No. M2018-162 be forwarded to the Board with a do-pass recommendation.

EXECUTIVE SESSION

None.

OTHER BUSINESS

None.

NEXT MEETING

Thursday, January 3, 2019
1:00 to 3:00 p.m.
Ruth Fisher Boardroom

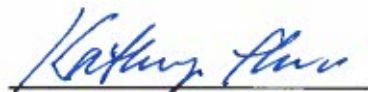
ADJOURN

Chair Roberts adjourned the meeting at 2:40 p.m.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Katie Flores
Board Administrator

APPROVED on 2/7/2019. PIA.