

## **SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING**

### **Summary Minutes**

**January 7, 2016**

### **CALL TO ORDER**

The meeting was called to order at 1:03 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

(P) John Marchione, Redmond Mayor

#### Boardmembers

(P) Dave Earling, Edmonds Mayor

(P) Dave Enslow, Sumner Mayor

(P) Mary Moss, Lakewood Councilmember

(A) Dave Upthegrove, King County Councilmember

(A) Pete von Reichbauer, King County Councilmember

Linda Markey, Board Coordinator, announced that a quorum of the committee was present at roll call.

### **REPORT OF THE CHAIR**

None.

### **ACTING CEO REPORTS**

None.

### **REPORTS TO THE COMMITTEE**

#### Ridership and Operations Report

Bonnie Todd, Executive Director of Operations, reported that ST Express bus ridership increased by 3% over November of the previous year. Routes connecting Seattle with East King County had the largest increases. Sounder boardings increased by almost 13% and Link ridership continues to increase with additional peak period service levels added in September.

On-time performance for ST Express continues to improve but remains slightly below target for November and year-to-date. ST Express complaints per 100,000 boardings improved for the month but fell short of target. Majority of complaints relate to overcrowded buses and on time performance. Staff continues to address both of these issues.

Sounder on time performance slipped below target for the second straight month due to delays associated with a large storm on November 17. Blockages on both track lines delayed 12 Sounder trips on that day. Link passengers per trip slipped due to a seasonal ridership trend. Link passengers per trip slipped for the month but is on target for the year. The percentage of scheduled trips operated dropped below target largely due to an accident along MLK involving a pedestrian. Link remains above target for year-to-date. Ms. Todd reported that the first landslide of the season occurred on December 7, 2015 on the Sounder North Corridor. BNSF requires that Sound Transit halt service for 48 hours. Staff will provide the Committee with an overview of this

season's landslides that will include an update on the WSDOT work and what BNSF has done and is doing to mitigate future slides and continued work with USGS to collect and analyze slope stability data.

Boardmember Enslow asked staff to provide additional information about decreased ridership numbers on Sounder. Ms. Todd noted that weather and holidays have an impact but further analysis of historical data could provide additional insight.

### ST3 Operation Assumptions and System Integration Overview

Ric Ilgenfritz, Executive Director of PEPD, David Huffaker, Deputy Executive Director, Operations and Support Services and Karen Kitsis, Senior Planning and Project Development Manager provided the staff presentation.

Mr. Ilgenfritz sought committee comments on core operating assumptions including system operation, maintenance capacity, and evolution of the ST Express system. Ms. Kitsis summarized the three System Operational options reviewed previously at the December 4, 2015 workshop. Option one would use the Downtown Seattle Transit Tunnel (DSTT) for the light rail line extending from Everett to Tacoma and the light rail line extending from Everett to Downtown Redmond. The light rail line between Ballard and West Seattle would travel through downtown Seattle at-grade. Option two would use the same light rail corridors, but the line between Ballard and West Seattle would travel through downtown Seattle in a new rail-only tunnel. Option three would use the DSTT for a light rail line from Everett to downtown Redmond and a light rail line from Everett to West Seattle. The Ballard to Tacoma light rail line would use a new rail-only tunnel in downtown Seattle. Staff is currently using option three in scoping assumptions.

Ms. Kitsis reported on ways Sound Transit is focusing on integration with partners and criteria for inclusion of maintenance facilities in the draft and final system plans. Maintenance facilities are critical but difficult to identify until the Board identifies candidate projects.

Staff is seeking direction from the Board on balancing service levels and capital investment. The recently adopted 2016 Service Implementation Plan added 32,000 additional service hours bringing the total annual ST Express hours operated to 752,000. The existing network focuses primarily on connecting regional centers with downtown Seattle. The existing network would evolve as ST2 Link service opens. Staff considered how to best integrate ST Express services with Link while providing a faster, more reliable overall trip for customers in both the network design and service level alternatives presented. Staff provided a summary of R-01A and R-01B as potential service alternatives for implementation in 2024.

David Huffaker reported that the staff presentation would begin a longer dialogue of how the ST Express bus service network could evolve after ST2 implementation completes. ST2 included provisions for ST Express service. In the current finance plan, bus service funding levels decline once the light rail system build out is complete. Staff is analyzing and developing alternatives to provide for bus service including one alternative to provide an additional investment to maintain current frequencies. A second alternative would increase the frequencies to better support the anticipated build out of the light rail system as ridership demand in the region and high capacity spine continues to grow. Staff will be treating any new service request as a separate project in the ST3 plan. The developed alternatives provide the necessary support to ensure the success of the network, regardless of the color of the vehicle. With the implementation of potential ST3 projects, staff is analyzing bus service changes to reduce the geographic span of the bus network and feed the high capacity transit spine.

Ms. Kitsis provided an update on efforts at system integration. Staff is coordinating internally and holding workshops with partners about the ST Express bus network including discussions about funding for bus transfer facilities and partner plans to be included in Sound Transit modeling. Graphics have been developed and shared with all partners to show service level utilization in a consistent way and to assist in informing operating decisions for a draft plan. Ms. Kitsis provided some draft examples and completed the presentation with a summary of next steps.

Chair Roberts asked staff to include information about ownership of operational functions and facilities in future presentations as available.

## **PUBLIC COMMENT**

Alex Zimmerman  
Queen Pearl

## **BUSINESS ITEMS**

### Items for Committee Final Action

#### Minutes of the November 5, 2015 Operations and Administration Committee Meeting

**It was moved by Boardmember Earling, seconded by Committee Vice Chair Marchione, and carried by unanimous vote that the minutes of the November 5, 2015 Operations and Administration Committee meeting be approved as presented.**

#### Minutes of the December 3, 2015 Operations and Administration Committee Meeting

**It was moved by Committee Vice Chair Marchione, seconded by Boardmember Moss, and carried by unanimous vote that the minutes of the December 3, 2015 Operations and Administration Committee meeting be approved as presented.**

Motion No. M2016-01: Authorizing the chief executive officer to execute a five-year contract with five additional one-year options with GIRO Inc./Le Groupe en Informatique et Recherche Opérationnelle to provide Transit Scheduling Software for a total authorized contract amount not to exceed \$499,487.

Before the presentation, Bonnie Todd, Executive Director of Operations announced that Mike Bergman, Service Planning Manager is retiring after forty-one years as a service planner for the region. Ms. Todd thanked him and expressed her admiration for his service.

Mike Bergman, Service Planning Manager and Ernest Ip, Senior IT Project Manager provided the staff report. The scheduling of Sound Transit services is a complex activity. Currently, planners develop draft schedules for buses and trains with spreadsheets. Staff produces multiple to test different service scenarios to select the one that provides the best service with the lowest cost. This action would provide automated, fully integrated transit scheduling, blocking, and run cutting software package for bus and rail modes. Mr. Ip provided additional information about the qualification of the vendor and the maturity of the product.

**It was moved by Boardmember Moss, seconded by Committee Vice Chair Marchione, and carried by unanimous vote that Motion No. M2016-01 be approved as presented.**

Motion No. M2016-02: Authorizing the chief executive officer to execute a three-year contract with two one-year options to extend with FCV USA, Inc. to provide User-Centered Design consulting services for a total authorized contract amount not to exceed \$1,820,000.

Michael Berman, Research and Technology Program Manager and Jennifer Dice, Senior Digital Communications Manager provided the staff report. Ms. Dice reported that Sound Transit has successfully used user-centered design services to help design and build the soon-to-be launched ticket vending machine interface redesign, Station Signage Pilot Project and the redesign of both the agency intranet and mobile website. The types of user research performed includes usability studies in the field, surveys, analytic studies, peer review and focus groups. These tools are needed to ensure the successful implementation of projects. Continuous improvement of our technology is a priority and consultants help us to understand our audience and customer to prioritize improvements and ensure wise investment in development.

**It was moved by Committee Vice Chair Marchione, seconded by Boardmember Enslow, and carried by unanimous vote that Motion No. M2016-02 be approved as presented.**

#### Item for Recommendation to the Board

Motion No. M2016-03: Authorizing the chief executive officer to execute a contract with Motor Coach Industries to manufacture and deliver twelve 45-foot over-the-road, compressed natural gas buses in the amount of \$8,804,486, with a 5% contingency of \$440,224, for a total authorized contract amount not to exceed \$9,244,711.

Dave Turissini, Bus Operations Manager provided the staff report. This action authorizes the purchase of twelve compressed natural gas (CNG) powered 45-foot, 57-passenger seat buses. CNG buses reduce engine emissions and have lower operating costs over the life of the vehicle. Sound Transit needs eleven buses to implement service expansion as approved in the 2016 Service Implementation Plan and 2016 Adopted Budget. One bus will replace a similar bus destroyed by fire in 2015. Insurance proceeds from the Washington State Transit Insurance Pool will fund the replacement bus.

The new buses, operated by Pierce Transit, will have a useful life of 15 years instead of the typical bus life of 12 years. CNG buses fit with Sound Transit's overall sustainability goals. Compared to conventional 45-foot diesel buses, CNG buses produce about 30% fewer greenhouse gas emissions. Additionally these buses will run on locally produced renewable natural gas.

**It was moved by Boardmember Moss, seconded by Boardmember Enslow, and carried by unanimous vote that Motion No. M2016-03 be forwarded to the Board with a do pass recommendation.**

### **EXECUTIVE SESSION**

None.

### **OTHER BUSINESS**

None.

### **NEXT MEETING**

Thursday February 4, 2016  
1:00 to 3:00 p.m.  
Ruth Fisher Boardroom

**ADJOURN**

The meeting was adjourned at 2:14 p.m.

  
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Paul Roberts  
Operations and Administration Committee Chair

ATTEST:

  
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Katie Flores  
Board Administrator

APPROVED on February 4, 2016, LM