

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

### **Summary Minutes**

**November 3, 2016**

### **CALL TO ORDER**

The meeting was called to order at 1:00 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

Vice Chair

(A) Dave Upthegrove, King County Councilmember

(A) Pete von Reichbauer, King County Councilmember

Katie Flores, Board Administrator, announced that a quorum of the committee was present at roll call.

### **REPORT OF THE CHAIR**

Chair Paul Roberts announced that the agenda was revised to include a review of the Sound Transit 2017 Operating Budget and revisions.

### **CEO REPORT**

#### 2017 Operating Budget and Revisions

Peter Rogoff stated that the 2017 Operating Budget presentation would provide small and technical revisions for the Committee's consideration. The Proposed 2017 Budget is an ST2 only budget. Should the ST3 ballot measure pass, staff will bring initial revisions to reflect the early deployment of resources needed to start the ST3 program.

### **PUBLIC COMMENT ON BUSINESS ITEMS**

Alex Tsimerman

Will Knedlik

### **REPORT TO THE COMMITTEE**

#### Ridership and Operations Report

Bonnie Todd, Executive Director, provided a summary of the September 2016 Service Performance Report. September was a big month with the opening of the South 200th Link Extension, the implementation of a mid-day south Sounder trip, and approximately 12,000 services hours were added to ST Express.

Ridership continues to increase for all modes with systemwide ridership up more than 32 percent over September 2015. Link light rail monthly ridership is 82 percent higher and weekend ridership has increased over 100 percent. ST Express boardings increased over 5 percent; Sounder ridership increased 6 percent over September 2015. Tacoma Link ridership remained constant.

Key service performance features show Sounder, Link, and Tacoma Link met all their targets. With the regional traffic congestion and overcrowding, complaints are up for ST Express. This is partially due to the service change in September, which often causes an increase in complaints. Preventable accidents, although minor, were higher than target. The percentage of scheduled trips operated fell slightly below target due to an operator availability issue with King County Metro.

The Draft 2017 Service Implementation Plan was released earlier in the week and is available for public comment through the Sound Transit website. An open house will be held on December 1, 2016, prior to the Operations and Administration Committee meeting.

Boardmember Enslow asked if operating costs will be tracked to compare the compressed natural gas buses to the diesel buses they are replacing in Pierce County. Ms. Todd said that staff will be tracking the costs and will report back to the committee.

## **BUDGET REVIEW**

### Review of the Sound Transit 2017 Operating Budget and Revisions

Brian McCartan, Executive Director of Finance and IT, and Ann Sheridan, Budget Manager, continued the review of the operating portion of the Proposed 2017 Budget and discussed proposed revisions identified by staff during the development process. In December, the committee will be asked to take action on revisions and consider forwarding the proposed operating budget to the full Board.

Mr. McCartan provided a summary of the nine proposed revisions. Vice Chair Marchione asked for clarification on the proposed DECM Department staff Increase (revision O-6), which adds two FTEs by replacing two vacant FTEs. Mike Harbour, Deputy CEO, stated that the Rail Activation Manager and the Rail Activation Project Coordinator positions are funded through the first quarter of 2017. Instead of renaming those two positions, this revision will allow those positions to expire and will add two new positions.

Boardmember Earling asked about revision O-4, the DECM Department Consulting Services Budget Increase, which adds \$175,000 for consultant services for noise vibration analysis. He asked if this is for systemwide use or is it for a specific area. Mr. McCartan stated that he believed it would be used for the entire operational system from the Angle Lake Station to the University Station. There will be particular interest in the University of Washington segment where the agency has commitments to monitor noise and vibration. He will provide Mr. Earling additional information.

Chair Roberts mentioned that changes were made to the ST Express 510 and 512 routes during the recession. He asked staff to look at the ridership profile to determine if there is any justification for restoring some of the service. Ms. Todd stated that the ST Express hours were suspended for a couple years. The suspension was lifted and all of the 100,000 hours planned for ST2 were implemented. She will provide Mr. Roberts with specific information on ridership.

Mr. Rogoff stated that there are alterations within the budget and there are budget constraints on how many hours the buses can operate. He suggested staff come back to a future meeting and give a presentation on crowding and complaints and route performance.

## **BUSINESS ITEMS**

### Items for Committee Final Action

#### Minutes of the October 6, 2016 Operations and Administration Committee Meeting

**It was moved by Vice Chair Marchione, seconded by Boardmember Earling, and carried by unanimous vote that the minutes of the October 6, 2016 Operations and Administration Committee meeting be approved as presented.**

Motion No. M2016-108: Executing an amendment to the contract with AT&T Mobility National Accounts LLC through June 30, 2019, to provide cellular services, hardware and related device management services in the amount of \$2,093,369, for a new total authorized contract amount not to exceed \$2,192,001.

Jason Weiss, Chief Information Officer, provided background on three contract requests related to cellular service. The first contract is with AT&T Mobility National Accounts LLC (Motion No. M2016-108), the second contract is for Verizon Wireless (Motion No. M2016-109), and the third contract is for T-Mobile and is within the CEO's authorization.

In the past, cellular services have been charged as a utility at Sound Transit. The Procurement and Contracts Division has determined that the services should now be contracts as opposed to utility services.

Mr. Weiss stated that Motion Nos. M2016-108 and M2016-109 would approve a "piggy-back" contract based on the State of Washington Department of Enterprise Services Master contract with AT&T Mobility National Accounts LLC (AT&T) and Verizon Wireless, respectively, to leverage the best rates for agency-issued cellular phones and tablets. Although this is the first time the actions have been before the Operations and Administration Committee, they are amendments to the contracts because the devices were originally purchased as a utility.

**It was moved by Boardmember Earling, seconded by Vice Chair Marchione, and carried by unanimous vote that Motion No. M2016-108 be approved as presented.**

Motion No. M2016-109: Executing a contract with Cellco Partnership d/b/a Verizon Wireless through June 30, 2019, to provide cellular services, hardware and related device management services for a total authorized contract amount not to exceed \$1,452,200.

**It was moved by Vice Chair Marchione, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2016-109 be approved as presented.**

Motion No. M2016-110: Executing a one-year contract with four one-year options with Shelly Brown Associates to provide administrator services for the Citizen Oversight Panel for a total authorized contract amount not to exceed \$345,000.

Kathy Albert, Strategic Business Officer, provided the staff report. The action is to approve a contract for Shelly Brown, the independent administrator for the Citizen Oversight Panel. The contract amount is approximately \$69,000 annually.

Boardmember Marchione stated that the Citizen Oversight Panel is of great value and the administrator position is critical to its success.

It was moved by Boardmember Earling, seconded by Boardmember Marchione, and carried by unanimous vote that Motion No. M2016-110 be approved as presented.

**Item for Recommendation to the Board**

Motion No. M2016-111: Authorizing the chief executive officer to execute a five-year extension, with three one-year options, to the agreement with the National Railroad Passenger Corporation (Amtrak) for the continued maintenance of Sounder locomotives and cars, including the cost of fuel, in an amount not to exceed \$80,458,919 for a new total authorized agreement amount not to exceed \$288,575,931.

Martin Young, Sounder Operations Manager, and Michael Perry, Deputy Executive Director of Transportation and Maintenance, provided the staff report. The five-year term of the extension coincides with the construction of the new Sounder Maintenance Base scheduled to be completed in 2021. This action replaces a one-year option approved by the Board in December 2015.

In exchange for Amtrak's longer agreement term with Sound Transit, the agency will save approximately \$1.5 million over five years in maintenance costs. The agreement also incorporates internal audit suggestions for increased clarity.

It was moved by Boardmember Enslow, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2016-111 be forwarded to the Board with a due pass recommendation.

**EXECUTIVE SESSION**

None

**OTHER BUSINESS**

None

**NEXT MEETING**

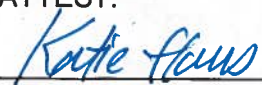
Thursday, December 1, 2016  
1:00 to 2:22 p.m.  
Ruth Fisher Boardroom

**ADJOURN**

The meeting was adjourned at 1:50 p.m.

  
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Paul Roberts  
Operations and Administration Committee Chair

ATTEST:

  
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Katie Flores  
Board Administrator

APPROVED on December 1, 2016 PA