

**SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING**  
**Summary Minutes**  
**January 5, 2017**

**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**

None.

**CEO REPORT**

Souder Trip Unplanned Cancelations

Peter Rogoff, CEO reported that on December 27, 2016, four trips of the Souder south line were cancelled unexpectedly due to Amtrak failing to refuel trains after special game day service on December 24, 2016. The incident was unfortunate and avoidable, and Mr. Rogoff reported that he met with the CEO of Amtrak to discuss preventing any similar occurrences in the future.

**PUBLIC COMMENT ON BUSINESS ITEMS**

Alex Tsimerman

**REPORT TO THE COMMITTEE**

Ridership and Operations Report

David Huffaker, Executive Director, Operations and Support Services, provided the report. November ridership has increased approximately 33 percent over 2015. November 2016 had two more calendar weekdays than 2015; however, ridership is still up on a weekday comparative basis. November 2015 was the beginning of operating six-minute headways on Link, and therefore comparison numbers starting in this month are more accurate than prior months' comparisons.

ST Express ridership increased over 2015, and saw some increased service offerings, which led to a decrease in complaints. However, ST Express is still above the target level of complaints provided by the agency's Key Performance Indicators.

Sounder on-time performance fell in November, and complaints rose in correlation. The vast majority of complaints were related to construction caused delays at the Auburn Station, which were anticipated but are causing more extensive delays than planned. Work will be completed in January 2017, but December and January are likely to show continued elevated complaints due to this ongoing process. Additional Sounder service will be offered on Saturday January 14, 2017 for the Seahawks game, and additional trips on ST Express will be offered.

Link had a preventable accident in November, a minor accident in the bus washing area, which did not impact customers but did break the reportable period of time without any preventable accidents. Committee Chair Roberts asked about the preventable accident and if that had any impact on the number of trains in circulation. Mr. Huffaker responded that there are ready reserve vehicles on hand in case of emergencies, planned special events, or to recover quickly after a ridership interruption.

Boardmember Enslow asked about the spike of farebox recovery in the report, year over year, in the summer months. Mr. Huffaker responded that the summer months historically have the highest ridership, reflecting the spike in fare box recovery, and ridership is boosted by tourists riding the system in summer months.

#### Puget Sound Energy's Green Direct Program

Amy Shatzkin, Sustainability Manager, provided the staff report. This report was given in preparation of an action that is being brought to the full Board at the January 26, 2017 meeting.

This action would authorize the CEO to sign a contract with Puget Sound Energy (PSE) to purchase wind power for a ten-year period beginning in 2019. This contract would maximize Sound Transit's utilization of clean energy, and make Link the nation's cleanest powered light rail service, sourced entirely by sustainable energy. Link is currently powered by both Seattle City Light and PSE, and there would be no impacts on Operations and Maintenance or energy source security.

Prior Board direction has steered the agency to pursue sustainability-focused projects, these previous actions include a 2007 Board Resolution, and a Board approved Sustainability Plan that was approved in 2011 and again in 2015. These actions directed the agency to use its best efforts to maximize renewable energy utilization and to reach carbon neutrality for all services and facilities by 2030. The voter approved Sound Transit 3 (ST3) plan approved these prior agency goals.

There is no capital cost for entering into this contract. The increase in cost of power will be a 2 percent fixed rate increase annually, as opposed to a projected 2-4 percent increase in the cost of energy from other sources, meaning that the program would present a cost savings over the 10 years of the agreement.

As Sound Transit 2 (ST2) projects are completed, there will be an increase in need to offset the light rail systems carbon footprint, as Sound Transit constructs service in other utility districts. This means to maintain the 100 percent carbon neutral status, there will need to be additional renewable power sources for Link to offset the energy drawn from other utility grids.

In the future, the agency will focus on three pathways to carbon neutrality: electricity conservation, onsite renewables, and changing power sources. This will require further Board action for an update and improvement of the agency's Sustainability Plan.

Boardmember Enslow asked about the comparison of cost per kilowatt-hour of this program compared to energy from traditional utilities. Ms. Shatzkin replied that the cost savings would be over the ten-year period of the contract, as the increase in cost of energy is a fixed rate and lower than predictions of cost increases of traditional energy.

## **BUSINESS ITEMS**

### Items for Committee Final Action

#### Minutes of the December 1, 2016 Operations and Administration Committee Meeting

**It was moved by Boardmember Earling, seconded by Vice Chair Marchione, and carried by unanimous vote that the minutes of the December 1, 2016 Operations and Administration Committee meeting be approved as presented.**

Motion No. M2017-01: Authorizing the chief executive officer to execute individual three-year contracts with two one-year options with Point 5 Solutions, LLC and Hansell Tierney, Inc. to provide software quality assurance on-call consulting services in the amount of \$1,700,000.

Jason Weiss, Deputy Executive Director and Chief Information Officer, provided the staff report. The action would execute two contracts with two separate vendors for software quality assurance, which includes custom application development and testing. This is standard operating procedure for the project-based management of software quality assurance task orders, if additional funds are needed, or the contract needs to be extended, additional Board action will be sought.

**It was moved by Boardmember Earling, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2017-01 be approved as presented.**

Motion No. M2017-02: Authorizing the chief executive officer to execute a contract with Impact Recovery Systems, Inc. to provide Between Car Barriers services for Link light rail stations for a total authorized amount not to exceed \$346,345.

Paul Denison, Light Rail Operations Manager, and Marie Olson, Link Transportation Manager, provided the staff report. Federal regulations require that where light rail vehicles operate in a high-platform, level-boarding mode, devices, or systems must be provided to prevent, deter, or warn individuals from inadvertently stepping off the platform in between cars.

Staff members have evaluated both station and vehicle designs and determined that due to the characteristics of Sound Transit's system, static between car barriers on platforms are the most effective way to meet the regulation. Similar barrier systems are in use in Los Angeles, St. Louis, and Pittsburgh. Installation pending approval will be completed during the first quarter of 2017.

Boardmember Marchione requested clarification about the operating variance of stopping distances, and if stopping at the barrier locations prevents an operations challenge. Ms. Olson clarifies that the trains are already stopping within a 24-inch variance each time, and there would be no operational changes to make the barriers effective.

**It was moved by Boardmember Marchione, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2017-02 be approved as presented.**

Motion No. M2017-03: Authorizing the chief executive officer to execute a sublease agreement with Intel, Inc. for office space on the fourth and fifth floor of 705 Union Station in Seattle, WA through September 30, 2018, for a total authorized agreement amount not to exceed \$2,790,394.

Nancy Bennett, Property Management Manager, provided the staff report. This sublease would provide 49,724 square feet of office space in the 705 Union Station Building, which will house offices for co-located agency and consultant teams. The lease term is for one year and five months, and will begin February 1, 2017. The rental rate for the entire term of the sublease will be \$35.00 per square foot full service, which is slightly below the fair market rate.

**It was moved by Boardmember Moss, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2017-03 be approved as presented.**

Motion No. M2017-04: Authorizing the chief executive officer to execute a contract with Natures Caretaker of Washington, LLC to provide system-wide irrigation maintenance services for Union Station and Sound Transit facilities for one year with four one-year options in the amount of \$239,010, with a 10% contingency of \$23,901, for a total authorized contract amount not to exceed \$262,911.

David Huffaker, Deputy Executive Director of Operations, provided the staff report. In October 2016, a Request for Proposals (RFP) was advertised for irrigation maintenance services. In response to the RFP solicitation, Sound Transit received three proposals. Nature's Caretaker of Washington, LLC was recommended by the evaluation committee as the best value proposal submitted. This proposed contract would cover system-wide maintenance, as well as seasonal start-up and winterization.

**It was moved by Boardmember Marchione, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2017-04 be approved as presented.**

Motion M2017-05: Ratifying a contract amendment with Softchoice Corporation to provide technology hardware, software, peripherals, software licenses, and maintenance services through January 2017, in the amount of \$20,000 for a total authorized contract amount not to exceed \$520,000.

Jason Weiss, Deputy Executive Director and Chief Information Officer, provided the staff report. This proposed contract amendment authorizes an additional \$20,000 which will allow Sound Transit to pay a final invoice for a Vulnerability Management software subscription through August 2017. The software was purchased through Softchoice to provide Sound Transit with a network vulnerability monitoring application offered by Qualys, Inc.

**It was moved by Boardmember Marchione, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2017-05 be approved as presented.**

## **EXECUTIVE SESSION**

None.

## **OTHER BUSINESS**

None.

## **NEXT MEETING**

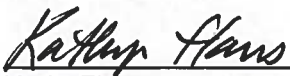
Thursday, February 2, 2017  
1:00 to 2:30 p.m.  
Ruth Fisher Boardroom

## **ADJOURN**

The meeting was adjourned at 1:55 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 2, 2017. PIA