



SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING
Summary Minutes
March 2, 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

(A) John Marchione, Redmond Mayor

Boardmembers

(P) Dave Earling, Edmonds Mayor

(P) Kent Keel, University Place Mayor Pro Tem

(P) Mary Moss, Lakewood Councilmember

Vice Chair

(A) Dave Upthegrove, King County Councilmember

(A) Pete von Reichbauer, King County Councilmember

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

REPORT OF THE CHAIR

None.

CEO REPORT

Bellevue Tunnel Media Event

Peter Rogoff, Chief Executive Officer, provided the report. On February 24, 2017, Sound Transit held a media briefing on the progress being made on the East Link Bellevue Tunnel. Boardmember Claudia Balducci, along with Bellevue Mayor John Stokes, and Congressman Adam Smith provided opening remarks, which were followed by a technical briefing on the Bellevue tunneling process. Boardmember Butler also attended the event, as well as Bellevue City Council members John Chelminiak and Conrad Lee, and representatives from Senators Patty Murray and Maria Cantwell's offices. The event was very successful. All four local television stations were there as well as newspaper and magazine reporters.

PUBLIC COMMENT

Mark Dublin

REPORT TO THE COMMITTEE

Ridership and Operations Report

Bonnie Todd, Executive Director of Operations, provided the report. In January 2017, ridership increased 34.7 percent system wide over 2016, and Link ridership increased 93.8 percent. For the first time ever, Sounder average weekday boardings reached 17,000 – which is an operations milestone.

Ms. Todd noted that in the key service performance indicators, a section of the ridership and operations report, the format has been edited and a section has been added for vertical conveyance availability.

Performance indicator reporting for the month of January showed several challenges for the operations department. Continued track construction by BNSF caused service delays at the Auburn Sounder Station, and Link did not meet its headway performance target, and also saw several avoidable accidents. At the last Board meeting, there was a presentation about the performance of elevators and escalators, which are experiencing regular outages at higher than target rates. It was reported at that meeting that three different escalators were down, and since that report, they have been repaired and are back in service.

Ms. Todd then provided updates on a number of topics:

Tacoma Trestle Project Completed

On February 17, 2017, service at Puyallup Sounder Station was terminated temporarily, and a bus bridge was provided. The closure lasted until February 22, 2017. Sound Transit Staff provided excellent customer service according to reviews, and the project went smoothly and was completed within the scheduled timeline target. Boardmember Moss remarked that bus bridge operated very well, and commended the staff who were operating the reroute.

Auto Accident with Link LRV

On February 21, 2017, a privately operated sports utility vehicle collided with a Light rail vehicle (LRV). No bystanders or passengers were injured, and the driver of the vehicle sustained minor injuries. The force of the impact was strong enough that the train was derailed, and service was temporarily halted, and a bus bridge was provided around the accident site. Several partner agencies and Sound Transit staff all collaborated in a major effort to get the train back on the tracks, and service was able to resume on both North and South tracks the following day.

Eastside Outreach

Sound Transit and King County Metro are seeking input from bus riders on service along the State Route 520 corridor. The program is being called Link Connections 520, and is aiming to collect feedback about how best to integrate Link at the University of Washington Station and bus service on SR 520. This is a timely process considering the construction impacts to downtown in 2018, and the completion of the SR 520 bridge sometime next year.

Route 592 Olympia Extension

In 2013, Intercity Transit used a Regional Mobility Grant to fund an extension of ST Express Route 592 to travel through Thurston County and into Olympia. The grant funds end this year and Intercity Transit has decided not to fund the route moving forward, as the performance is not strong enough.

Propane Truck I-5 Accident Traffic Incident

A propane truck overturned near the intersection of Interstate 5 and Interstate 90 on February 27, 2017, causing gridlock through a large cross section of downtown. All three bus service providers were instructed to use bypass routes, however because gridlock was so severe to onramps and exits, there were still major delays to transit schedules.

BUSINESS ITEMS

Items for Committee Final Action

Minutes of the February 2, 2017 Operations and Administration Committee Meeting

It was moved by Boardmember Moss, seconded by Boardmember Keel, and carried by unanimous vote that the minutes of the February 2, 2017 Operations and Administration Committee meeting be approved as presented.

Motion No. M2017-21: Authorizing the chief executive officer to execute a contract amendment with Slalom Consulting to provide on-call software development and maintenance consulting services in the amount of \$350,000, for a new total authorized contract amount not to exceed \$837,000.

Jason Weiss, Chief Information Technology Officer, provided the staff report. This contract amendment authorizes the utilization of consultants, particularly software developers, to provide critical on-call software development services and maintenance to existing services. This contract supports the internal website and critical financial software systems.

It was moved by Boardmember Earling, seconded by Boardmember Keel, and carried by unanimous vote that Motion No. M2017-21 be approved as presented.

Brian McCartan, Executive Director of Finance and Information Technology, provided a combined report for Motion Nos. M2017-22, M2017-23, and M2017-24.

Mr. McCartan explained that the following three motions are all related to providing an independent economic forecast for the agency. The three separate motions authorize three contracts with three different firms to provide forecasting support in three specialty areas, inflation forecasting, economic forecasting, and financial modeling. The firms will operate on an on-call basis, and were selected after a competitive request for proposals (RFP) process.

In response to committee questions, Mr. McCartan explained that the agency is currently relying on one consultant to provide all three modeling services, and that particular individual consultant is retiring. These three firms will be replacing the modeling services offered by that consultant, and moving forward will offer the agency various viewpoints. The three contracts are based on different specialty areas and will be utilized for specific needs.

Motion No. M2017-22: Authorizing the chief executive officer to execute a two-year on-call contract with three one-year options with Porter & Associates, Inc. to provide financial consulting services in the amount of \$330,205, with a 10% contingency of \$33,021, for a total authorized contract amount not to exceed \$363,226, contingent upon resolution of any protest received.

It was moved by Boardmember Keel, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2017-22 be approved as presented.

Motion No. M2017-23: Authorizing the chief executive officer to execute a two-year on-call contract with three one-year options with Economic Consultants Oregon, LTD dba ECONorthwest to provide financial consulting services in the amount of \$404,770, plus a 10% contingency of \$40,477, for a total authorized contract amount not to exceed \$445,247, contingent upon resolution of any protest received.

It was moved by Boardmember Moss, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2017-23 be approved as presented.

Motion No. M2017-24: Authorizing the chief executive officer to execute a two-year on-call contract with three one-year options with Parsons Brinkerhoff, Inc. to provide financial consulting services in the amount of \$986,767, with a 10% contingency of \$98,677 for a total authorized contract amount not to exceed \$1,085,443, contingent upon resolution of any protest received.

It was moved by Boardmember Earling, seconded by Boardmember Keel, and carried by unanimous vote that Motion No. M2017-24 be approved as presented.

Motion No. M2017-25: Authorizing the chief executive officer to execute a Grant Agreement with the State of Washington Department of Commerce to reimburse Sound Transit for Energy Efficiency Improvement projects for a total amount not to exceed \$350,000.

David Huffaker, Deputy Executive Director of Operations and Support Services, and Monica Overby, Senior Grants Administrator, provided the staff report. This motion would authorize the acceptance of grant funding from the State of Washington Department of Commerce to complete work at three different Sounder Stations (Puyallup, Sumner, and Kent), and the Operations and Maintenance Facility. This work includes energy efficiency lighting upgrades, which have already been completed at the Kent Sounder Station, and have received positive customer feedback. Work at the other two Sounder stations will be completed within the next several months. Committee Chair Roberts clarified that the work is already underway, and the motion on the table to accept funding from an awarded grant that will reimburse the agency.

It was moved by Boardmember Moss, seconded by Boardmember Keel, and carried by unanimous vote that Motion No. M2017-25 be approved as presented.

Item for Recommendation to the Board

Motion No. M2017-26: Authorizing the chief executive officer to execute a sole-source contract amendment with Adventag, LLC to provide operational reporting services for Link light rail in the amount of \$207,360 for a total authorized contract amount not to exceed \$592,360.

David Huffaker, Deputy Executive Director of Operations and Support Services, provided the staff report. In 2008, Adventag was the company awarded a contract to provide technical development of the operational reporting tool. This tool and the data collected from its operation is used to complete National Transit Database requirements, inform service planning decisions, and manage maintenance systems and reporting. This motion is an amendment to increase the budget for this contract, as with the quick increase of Link ridership, there has been more ad-hoc reporting needed than predicted, and there has been recalibration and improvements made to the tool to better provide the services for an increased ridership.

Boardmember Keel asked about the security measures that the agency has in place to protect data being collected by this system. Jason Weiss, Chief Technology Officer, provided a reply. The agency recently formed a new position, Information Security Manager, which was filled in 2016. In addition, an operational technology group is being formed that will be tasked with managing threats to agency data and implementing new security policies.

Committee Chair Roberts asked why the contract in consideration is a sole source agreement. Mr. Huffaker explained that this provider has been providing the data collection tool since the beginning of Link service, and this contract amendment will be the bridge between the current system and a future procurement that will allow for broader competition in procurement.

It was moved by Boardmember Keel, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2017-26 be forwarded to the Board with a do pass recommendation.

EXECUTIVE SESSION

None.

OTHER BUSINESS

None.

NEXT MEETING

Thursday, April 6, 2017
1:00 to 2:30 p.m.
Ruth Fisher Boardroom

ADJOURN

A motion to adjourn was moved by Boardmember Moss, seconded by Boardmember Keel, and carried by unanimous vote.

The meeting was adjourned at 1:48 p.m.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Katie Flores
Board Administrator

APPROVED on April 6, 2017. PIA