

SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING
Summary Minutes
April 6, 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

(P) Joe McDermott, King County Councilmember

Boardmembers

(P) Dave Earling, Edmonds Mayor

(P) Mary Moss, Lakewood Councilmember

(P) Kent Keel, University Place Mayor Pro Tem

(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

Mercer Island Update

Peter Rogoff, Chief Executive Officer, provided the report. On April 5, 2017, Washington State Department of Transportation (WSDOT) Secretary, and Sound Transit Boardmember, Roger Millar transmitted the I-90 and Mercer Island Mobility Study to Sound Transit and other signatories to the 1976 I-90 Memorandum of Agreement. The Mobility Study is one-step in preparation for the upcoming construction of East Link across Lake Washington, and is required under the 2004 Amendment to the 1976 I-90 agreement.

The Mobility Study is part of the ongoing consultation by WSDOT with the agreement signatories. Secretary Millar's letter identified next steps leading up to the opening of the new HOV lanes and the transfer of the center roadway for East Link construction. After completion of the consultation and efforts to reach concurrence to the extent possible, WSDOT will make a final determination as to whether there is a loss of mobility and what measures might be required to address any loss.

Sound Transit will continue working with WSDOT and Mercer Island and other stakeholders on options relating to I-90 operations after the closure of the center lanes and opening of the new HOV lanes. Finally, the Sound Transit Board representatives selected by Chair Somers will also seek to advance negotiations with Mercer Island toward agreements on East Link project details and mitigation, consistent with the direction at the March Board meeting. The first of those meetings will take place in late April.

State Legislature Update

As Board members have been made aware, there are several bills that have been introduced in the House and Senate relating to Sound Transit MVET revenues. With the passage of Sound Transit 3 (ST3), the Sound Transit MVET went from 0.3% to 1.1%, an increase used to pay for a portion of the system expansion. The MVET rate will drop to 0.8% in 2029, when bonds issued by the agency in 1999 are retired.

When the Legislature authorized the increased MVET back in 2015, it authorized the use of two depreciation schedules – the one in place in 1999 when the bonds were issued until 2028 when the bonds retire and, starting in 2029, the State's new depreciation schedule that was approved in 2006. The agency has been asked many questions about the financial impact to Sound Transit of various pieces of legislation that address the use of two statutorily-required depreciation schedule governing how vehicles are valued and taxed. Sound Transit has been responding to those requests for information as they have come in.

More than a dozen separate bills have been introduced and some have corresponding budget components. While some of these bills would have a very dramatic impact on Sound Transit's revenues and our ability to deliver projects, others have lesser impacts. Four bills were voted out of the Senate Transportation Committee last week, and could come to the Senate floor for a vote, perhaps as early as mid-April.

The situation in Olympia will remain fluid in the days and weeks ahead. Yet more bills could be introduced and provisos may be considered as the Senate and the House call up and debate their versions of the Transportation budget. Sound Transit will continue to engage with lawmakers in a manner fully consistent with the motion passed by the Board in March.

PUBLIC COMMENT

Paul W. Locke

REPORT TO THE COMMITTEE

Ridership and Operations Report

Bonnie Todd, Executive Director of Operations, provided the report. System wide ridership increased 19 percent over February 2016. Total monthly ridership decreased for Sounder, ST Express, and Tacoma Link, but this correlates with there being one fewer weekday in the week than February 2016. There were also minor service impacts caused by the Tacoma Trestle project, which lasted three days. Link had an increase of over 70 percent in ridership over last year.

To mention Key Service Performance Features, on time performance for ST Express and passengers per trip were both slightly below target. Preventable accidents per 1,000 miles were also slightly above the target, we are working with our service provider partners to meet that goal. Sounder on time performance was effected by two mudslides, and several restrictions caused by work at the Auburn station. Link saw an improvement in headway management, which is just below target, and exceeded its goal for scheduled trips operated. Utilization of the Angle Lake parking garage has hit 97 percent in its fifth month of service.

March 19th marked the one-year anniversary of the University Link and Capitol Hill Link Stations. Sounder had 29 cancelled train trips in February, and is trending for the year at below 2016 numbers.

Boardmember Earling asked about the collaboration between Burlington Northern and the Department of Transportation to complete slide mitigation projects to prevent trip cancellations. Ms. Todd responded that all planned projects have been completed, and added that she will provide an update at a later date about future projects that will be completed.

BUSINESS ITEMS

Items for Committee Final Action

Minutes of the March 2, 2017 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 March 2, 2017 Operations and Administration Committee meeting be approved as presented.

Motion No. M2017-39: Authorizes the chief executive officer to execute a contract with Ameresco Quantum, LLC to provide design and construction services for the Operations and Maintenance Facility Energy Efficiency Project for a total authorized contract amount not to exceed \$1,038,462.

Bruce Polnicky, Director of Facilities and Asset Control, provided the staff report. The work authorized by the requested action will be performed through the State of Washington Energy Savings Performance Contracting program as administered by the Department of Enterprise Services (DES).

The scope of work includes replacing the existing shop high bay (metal halide) lighting with LED fixtures and replacing the obsolete Direct Digital Control (DDC) controls on the HVAC system to allow integration between Union Station and the Link Operations Maintenance Facility (OMF). Upon completion, the agency will be eligible for a utility incentive of \$187,082 and will realize savings in reduced utility consumption, lower maintenance costs, and a longer expected life for the fixtures, allowing the agency to postpone replacement of the fixtures.

It was moved by Boardmember Moss, seconded by Boardmember Keel, and carried by unanimous vote that Motion No. M2017-39 be approved as presented.

Motion No. M2017-40: Authorizes the chief executive officer to execute a three year contract with two one-year options to extend with Parsons Brinckerhoff, Inc. to provide Ridership Forecasting Support services for a total authorized contract amount not to exceed \$2,470,000.

Brent Lyerla, Project Manager and Modeler, provided the staff report. The requested action would authorize a contract with Parsons Brinckerhoff, Inc. to update the Sound Transit ridership forecasting model to reflect more current conditions and to add new data to the model to improve the representation of existing transit travel patterns in the region. The amount requested covers the initial three-year term and the two optional one-year extensions.

Boardmember Keel asked about the desired updates, and the accelerated timeline of updating the model, which was redone last in 2014. Mr. Lyerla clarified the new update is needed because of the rapid growth of ridership on Link and the acceleration of stations opening in the coming years.

Boardmember Marchione asked if the updated forecast model will be available for use when planning and throughout construction of the Eastlink Extension. Mr. Lyerla clarified that the updated model will not

be available in time for those projects, but that it will assist in updating the ridership projections in a timely manner once it is completed.

Committee Chair Roberts asked if this work is being done in tandem with partners, such as the Washington State Department of Transportation (WSDOT) and the Puget Sound Regional Council (PSRC). Mr. Lyerla replied that the PSRC and WSDOT forecasts tend to be different than Sound Transits which are used for very specific purposes, and added that the PSRC and WSDOT models will be taken into account by the contractor and that information will contribute to Sound Transit's ridership forecasting.

It was moved by Boardmember Moss, seconded by Vice Chair Marchione, and carried by unanimous vote that Motion No. M2017-40 be approved as presented.

Motion No. M2017-41: Authorizes the chief executive officer to execute a contract with GGB, LLC to provide wear plate assemblies for Link light rail vehicles for a total authorized contract amount not to exceed \$272,256.

Paul Denison, Light Rail Operations Director, and George McGinn, Central Link Maintenance Manager, provided the staff report. The requested action would authorize the purchase of new wear plates for the Light rail vehicle fleet. New wear plate assemblies are needed on Link light rail vehicles to reduce noise and provide a quieter, smoother ride for passengers and operators. Sound Transit has investigated multiple solutions, including testing self-lubricated wear plates offered by GGB, LLC. The wear plate assemblies being requested in this action have been tested for the past year and have been successful in reducing noise.

Boardmember McDermott inquired if the quality of the wear plates from the winning bidder was the same as that of the more expensive offers. Mr. McGinn clarified that two of the wear plates tested provided the needed noise reduction, and the chosen contract winner was the highest quality available.

Boardmember Keel asked about the original fulfillment of the purchase of the Light rail vehicles and if this replacement cannot be fulfilled by the original provider, Mr. McGinn clarified that the problem was identified soon after purchase of the vehicles, however the solution provided by the vehicle manufacturer did not provide an adequate mitigation of the problem. The warranty had run out so pursuing further manufacturer provided solutions would be more costly to the agency.

It was moved by Boardmember Keel, seconded by Boardmember McDermott, and carried by unanimous vote that Motion No. M2017-41 be approved as presented.

Motion No. M2017-42: Authorizes the chief executive officer to execute a contract amendment with GovDelivery, Inc. to provide e-mail and text message delivery and subscription services in the amount of \$124,695, for a new total authorized contract amount not to exceed \$323,695.

Jennifer Dice, Senior Digital Communications Manager, provided the staff report. The proposed action would authorize a contract renewal with GovDelivery, Inc. to allow members of the public to sign up for email and SMS (text message) notifications via the Sound Transit website on a wide variety of topics including service alerts, project newsletters and news releases/agency announcements. The delivery and subscription services offered by the contract also help staff administer mailing lists including organization of contacts by categories and sub-categories for targeted communication; reporting functions; customized template creation; and social media integration.

Sound Transit's contract with this vendor is a piggyback under the Washington State Department of Enterprise Services (DES) Master Contract for Digital Communication Solutions with GovDelivery, Inc.

It was moved by Boardmember Earling, seconded by Boardmember Keel, and carried by unanimous vote that Motion No. M2017-42 be approved as presented.

Motion No. M2017-43: Authorizes the chief executive officer to execute a contract amendment with Marsh ClearSight LLC to provide software subscription for a risk management information system in the amount of \$27,525, for a total authorized contract amount not to exceed \$225,261.

Jason Weiss, Chief Information Officer, provided the staff report. The requested authorization would allow Sound Transit to exercise a one-year option in a contract with Marsh ClearSight, LLC, for continued services through April 2018. Sound Transit currently has a contract with Marsh ClearSight LLC for software subscription and support services for the CS Stars risk management information system (RMIS). The RMIS is an information system that assists in consolidating claims, policy, and exposure information and providing the tracking and management reporting capabilities to enable the user to monitor and control the overall cost of risk management.

The Risk Management and IT divisions are currently working toward the competitive procurement of a new RMIS. The original contract was executed under the CEO's authority in the amount of \$197,736.

It was moved by Boardmember Moss, seconded by Vice Chair Marchione, and carried by unanimous vote that Motion No. M2017-43 be approved as presented.

Item for Recommendation to the Board

Motion No. M2017-44: Authorizes the chief executive officer to execute a contract amendment with Dell Marketing L.P. to provide technology software, hardware and related maintenance services in the amount of \$3,858,975 for a total authorized contract amount not to exceed \$5,058,975.

Jason Weiss, Chief Information Officer, provided the staff report. Sound Transit currently has a "piggy-back" contract based on the State of Washington, Department of Enterprise Services Master contract with Dell Marketing L.P. for the replacement of aging hardware, purchase of new software and hardware, and maintenance renewals for software, servers, and disk storage units. Using the State contract allows Sound Transit to take advantage of a 15% to 40% discount afforded by this multi-agency procurement mechanism.

The term of the State of Washington, Department of Enterprise Services State contract was extended by 36 months in March 2017 for a new expiration of March 2020. This contract amendment would provide sufficient funds to procure workstations and replacement hardware for employees and co-located consultants, as well as obtain new hardware for additional positions expected to be filled throughout the contract term.

It was moved by Boardmember Keel, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2017-44 be forwarded to the Board with a do pass recommendation.

EXECUTIVE SESSION

None.

OTHER BUSINESS

None.

NEXT MEETING

Thursday, May 4, 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.

ATTEST:

Paul Roberts
Operations and Administration Committee Chair

Katie Flores
Board Administrator

APPROVED on _____.