

SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING
Summary Minutes
May 4, 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

(A) Dave Earling, Edmonds Mayor

(P) Mary Moss, Lakewood Councilmember

(A) Kent Keel, University Place Mayor Pro Tem

(A) Pete von Reichbauer, King County

(P) Joe McDermott, King County
Councilmember

Councilmember

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

REPORT OF THE CHAIR

None.

CEO REPORT

Mike Harbour, Deputy CEO, provided the report.

Federal Funding Update

The agency received news that a federal House and Senate conference committee agreed to a Fiscal Year (FY) 2017 spending bill that includes \$100 million for the Lynnwood Link extension, as an initial installment on the \$1.17 billion federal funding commitment for the project.

Sound Transit would like to thank the entire Congressional delegation, and especially Senator Murray, who served as a member of the conference committee, these funds help solidify the federal commitment to Lynnwood.

To refresh the Committee members, Sound Transit has been working through the rigorous and competitive Federal Transit Administration (FTA) New Starts process for several years, and in 2016, the agency received Engineering approval and with it, a commitment of \$1.17 billion.

Based on that commitment, the Obama Administration proposed \$125 million as an initial installment for FY 2017. The new Administration proposed to stop funding for projects in the New Starts pipeline when their initial version of a FY 2018 budget was released last month.

Historically, Congress has authorized and appropriated dollars for transit improvements that make it through the competitive New Starts process.

Sound Transit will continue to work with Senator Murray and other members of Congress to ensure this important transit program stays funded, and the agency will continue to work through the process with the FTA for both Lynnwood and the Federal Way extension.

State Legislature Update

Earlier this week, the State Senate once again passed two bills targeted at Sound Transit. Both bills were adopted in the Senate during the 2017 regular legislative session, but required reconsideration to remain active due to procedural rules because they were not considered in the House of Representatives during the regular session.

The first bill that was re-passed was Substitute Senate Bill 5001, which would change the structure of Sound Transit to require an elected Board.

The second proposal brought forward was Senate Bill 5893, which would require Sound Transit to move to an MVET depreciation schedule based on Kelley Blue Book and cap the amount of MVET that could be collected at .5%. This bill was amended by Sen. O'Ban at the last minute before being re-passed on a party line vote.

Sound Transit' legal and finance teams are currently reviewing this new language to determine what further impacts this iteration of the legislation may have. Staff will continue to keep the committee and full Board updated as the Legislature continues to work through special sessions into the late spring and summer.

PUBLIC COMMENT

Paul W. Locke
Mark Dublin
Alex Tsimmerman

REPORT TO THE COMMITTEE

Ridership and Operations Report

Bonnie Todd, Executive Director of Operations, provided the report. System wide ridership increased by 19 percent compared to March 2016, with all modes seeing an increase in ridership. Link registered the largest amount of growth, seeing an increase of 47 percent in monthly boardings. Sound Transit Express monthly boardings increased by 2.4 percent. Ridership on the King and Snohomish County Sound Transit Express routes saw the largest increases for the month, and additionally the routes across Lake Washington.

Sounder ridership increased by 3.9 percent from March 2016 to March 2017, which is partially attributable to the additional mid-day service now being offered, which was added in September of 2016. Tacoma Link ridership increased by 5.7 percent, which is attributed to Pierce Transit offering free bus service for a week, out of the month, which is a part of their service changes to bring in additional ridership for Sound Transit and Pierce Transit.

Target numbers for customer complaints were not reached, and the number one complaint received continues to be about service delays and traffic congestion, which continues to affect customer

experience. Targets for preventable accidents were also not reached, but the rate is very close, and Sound Transit continues to work with its service provider partners to reach that goal.

Sounder did not meet its on-time service goals, and was effected by higher than average freight interference, and a 3-day landslide event which also caused a 48-hour passenger train moratorium enforced by BNSF. In the 2016-2017 season, Sounder has cancelled 74 trains due to landslide events, for a total of nine and a half impacted days. Last year, at this time we were at 76 trains for a total of ten and a half days impacted. This winter was Seattle's wettest ever on record, so progress is being made towards decreasing the amount of service impacts.

Tacoma Link met all of its service targets, except narrowly missing passengers per trip, but this number was higher than March of 2016. Link's headway targets were below goal, due in part to a 20 percent loss of Martin Luther King Way's signal cascade, which is a signal management system, as well as delays in the Downtown Transit Tunnel.

Overall number of parking spaces available to customers has increased by 8.2 percent over last year, and customers utilizing parking spaces has increased by over 12 percent. System wide, parking utilization is at 95% and many facilities continue to be at full capacity.

Board member McDermott asked about the progress on vertical conveyances meeting their targets for service interruptions. David Huffaker, Deputy Director of Operations and Support Services, replied that for this particular month, the University of Washington escalators were still out from a long-term outage, which have now been repaired. As for elevators, there was a long-term outage at the Sea-Tac Airport station, which was brought back online in April. As of today, the agency is above its target, at 98 percent availability. Board member McDermott asked about the current outage at the Pioneer Square tunnel station, where an elevator is out of service. Mr. Huffaker clarified that the data provided in this report does not include the Downtown Seattle Transit Tunnel, which is managed by King County. Board member McDermott commented and staff agreed that although those amenities are not serviced by Sound Transit, it is important to work with our partners to get repairs done quickly, as those amenities are still very much part of Sound Transit's customers' experience.

Board member Marchione asked about the long-term outage at the University of Washington station, and whether that is a capital issue, with the station being new, or if the issue is related to operations and maintenance. Mr. Huffaker replied that the engineering study being done on the vertical conveyances should make that question clearer. The results of the study will be part of a report to the Board on this issue.

BUSINESS ITEMS

Items for Committee Final Action

Minutes of the April 6, 2017 Operations and Administration Committee Meeting

It was moved by Board member Moss, seconded by Vice Chair Marchione, and carried by unanimous vote that the minutes of the April 6, 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.

Brant 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 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.

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 although the PSRC and WSDOT forecasts tend to be different from Sound Transit's, the models will be taken into account by the contractor and 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 Link light rail vehicle fleet. New wear plate assemblies are needed on 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 was the highest quality available.

Boardmember Keel asked about the original fulfillment of the purchase of the Light rail vehicles. 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 has expired 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 a risk management information system (RMIS). The RMIS assists in consolidating claims, policy, and exposure information and providing the tracking and management reporting capabilities to enable Sound Transit 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

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 Board Member Keel, seconded by Board Member 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, June 1, 2017
1:00 to 2:30 p.m.
Ruth Fisher Boardroom

ADJOURN

A motion to adjourn was moved by Board Member Moss, seconded by Board Member 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 July 6, 2017 PIA.