

SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING
Summary Minutes
September 7, 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) Joe McDermott, King County Council Member

Boardmembers

(A) Dave Earling, Edmonds Mayor

(P) Mary Moss, Lakewood Councilmember

(P) Kent Keel, University Place Mayor Pro Tem

(A) Pete von Reichbauer, King County

(P) John Marchione, Redmond Mayor

Councilmember

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

REPORT OF THE CHAIR

None.

CEO REPORT

Peter Rogoff, CEO, provided the report.

Senate Oversight Hearing

Mr. Rogoff provided an update on the state Senate investigation and Justice Committee work sessions that have been planned to discuss Sound Transit and the development of Sound Transit 3. This week, the agency was given formal notification that there will be two separate meetings regarding this issue - on September 26, 2017 and October 5, 2017.

Sound Transit staff have been fully cooperative with numerous meetings, inquiries, and requests for information and will continue to be. The agency is still trying to determine and finalize details, and staff will update the Board when any new information becomes available between now and these work sessions.

UBER Partnership

Sound Transit is running a promotion with Uber for Link riders in South King County. The promotion began on September 5, 2017, and for a limited time riders using the Uber app to connect to any of Sound Transit's stations between Beacon Hill and Angle Lake to transfer onto transit can receive a discount using the code 'Transit.'

This program will incentivize riders to pair their trip with ride-sharing, and will allow Sound Transit to observe the impacts on ridership, and perhaps even lowered parking demand. Staff will update the committee on what the agency learns from this partnership.

PUBLIC COMMENT

Alex Tsimmerman
Mark Dublin

REPORTS TO THE COMMITTEE

Ridership and Operations Report

Bonnie Todd, Executive Director of Operations, provided the report.

Sound Transit ridership increased by 344,000, or 9.2 percent, compared to July 2016. System-wide average weekday boardings increased by 8.3 percent during July. Ridership on all modes increased during the month of July, with Link, Sounder, and system-wide average weekday boardings reaching new all-time records.

ST Express ridership increased by 17,000, or 1.1 percent. Sounder ridership increased by 22,000, or 6.5 percent, compared to July 2016. Average weekday boardings on Sounder increased by 6.7 percent compared to same period last year. Average weekday boardings increased on both the North and South Line by 1.5 percent and 7.3 percent, respectively.

Tacoma Link ridership increased by 5,000, or 7.2 percent, during the month. Similarly, average weekday, Saturday, and Sunday boardings were up 2 percent, 39.3 percent and 8.3 percent, respectively. Added special event service for concerts at the Tacoma Dome contributed to the boost in ridership. Link ridership increased by 300,000, or 16.7 percent, compared to the same period last year. Average weekday boardings were up by 16.8 percent.

BUSINESS ITEMS

Items for Committee Final Action

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

It was moved by Board Member Marchione, seconded by Board Member Moss, and carried by unanimous vote that the minutes of the July 6, 2017 Operations and Administration Committee meeting be approved as presented.

Motion No. M2017-108: Authorizing the chief executive officer to execute a contract with Origami Risk, LLC to provide a risk management information software system and related services and support in an amount not to exceed \$435,000 plus applicable taxes.

Jason Weiss, Chief Information Officer, provided the staff report. The contract is for Sound Transit's Risk Management Information Software (RMIS), which manages and analyzes claims data and helps to analyze risk for the risk management team. Sound Transit completed a competitive procurement, and Origami Risk was determined to be the best value to the agency. The contract budget is within the 2017 approved budget.

It was moved by Board Member Marchione, seconded by Board Member Moss, and carried by unanimous vote that Motion No. M2017-108 be approved as presented.

Motion No. M2017-109: Authorizing the chief executive officer to execute a five-year contract with five two-year options to Bentley Systems, Inc. to provide a Solicitation Management Software System in an amount not to exceed \$420,000, plus applicable taxes.

Jason Weiss, Chief Information Officer, provided the staff report. The software will manage Sound Transit's Requests for Proposals (RFPs) and all bids received for both small and large contracts. The proposed action approves a contract with Bentley Systems to replace the existing system and have it operational before the agency's prior system loses its maintenance support.

It was moved by Board Member McDermott, seconded by Board Member Marchione, and carried by unanimous vote that Motion No. M2017-109 be approved as presented.

Motion No. M2017-110: Authorizing the chief executive officer to execute a contract amendment with Questica, Inc. to provide on-going professional services and annual software maintenance for the agency budget system in the amount of \$329,251, for a new total authorized contract amount not to exceed \$1,542,878 plus applicable taxes.

Jason Weiss, Chief Information Officer, provided the staff report. The requested action will exercise a contract option that was included in the original contract. The agency has been very pleased with the services provided by Questica, and this action is within the agency-approved budget.

Board Member McDermott asked if there are further available options on this contract, and Mr. Weiss replied that there is an additional five-year option following this if the action is approved.

It was moved by Board Member Marchione, seconded by Board Member McDermott, and carried by unanimous vote that Motion No. M2017-110 be approved as presented.

Motion No. M2017-111: Authorizes the chief executive officer to execute a three year contract with two one-year options to extend with Steer Davies Gleave to provide light rail operations analysis services for a total authorized contract amount not to exceed \$1,700,000.

Brant Lyerla, Project Manager and Modeler, and Paul Denison, Director of Light Rail Operations, provided the staff report. This proposed action will authorize a contractor to complete a full analysis of the light rail system as Sound Transit moves forward with expansion. This action will help the agency in completing an operations planning document that plans for the full system expansion through 2041. This report will be used by project staff, design staff, and service planners.

This contract also includes an option to research automated vehicles and the advantages and disadvantages of using automated vehicles in the existing system configuration, and the future expanded system. The contract work will be completed through individual task orders, and the amount of the contract approval includes all the task-orders, and additional on-call support and services. The Request for Proposals (RFP) for this contract received six competitive offers, and an inter-departmental team chose Steer Davies Gleave as the best value to the agency.

Committee Chair Roberts asked about the implications to future operations, and if there is a plan to bring the findings of this report back before the Board to learn from and weigh in on.

Peter Rogoff replied that an updated systems operations plan would be brought back to the Board, and in light of the great opportunities and challenges that are facing the agency, there are an incredible

amount of operational questions to be answered, especially in regards to new lines operating east and west concurrently with the current north to south alignment.

It was moved by Board Member Marchione, seconded by Board Member Moss, and carried by unanimous vote that Motion No. M2017-111 be approved as presented.

Motion No. M2017-112: Authorizes the chief executive officer to execute a contract with Bridgestone Industrial Products America, Inc. to provide air springs for Link light rail vehicles for a total authorized contract amount not to exceed \$243,547 plus applicable taxes.

George McGinn, Link Maintenance Manager, and Paul Denison, Director of Light Rail Operations, provided the staff report. The current light rail vehicle fleet has been in operation since 2007, and the cars have accumulated over 400,000 miles each. This mileage and age qualifies the vehicles for mid-life maintenance, this contract would authorize a contractor to provide light rail air springs, which are a part of the mid-life overhaul.

Board Member Moss asked if this contractor has been used before, Mr. McGinn replied that this contractor was used during initial procurement of the vehicles, but has not yet been used for maintenance.

Board Member McDermott inquired if the complete overhaul has been budgeted for, as this contract is only for one component of that. Mr. McGinn clarified that the additional overhaul work will be completed on an ongoing basis, and the Board will be seeing more contracts as a part of that work. Mr. Rogoff added that the long-term budget plan does account for the complete overhaul program, this is just the initial procurement for the work.

It was moved by Board Member Moss, seconded by Board Member Keel, and carried by unanimous vote that Motion No. M2017-112 be approved as presented.

Motion No. M2017-113: Authorizes the chief executive officer to execute a contract with Columbia Ford to purchase vehicles for Sound Transit's non-revenue fleet for a total authorized contract amount not to exceed \$288,985 plus applicable taxes.

Bruce Polnicky, Director, Facilities and Asset Control, and Bill Glaeser, Non-Revenue Fleet and Maintenance Administration Manager, provided the staff report. This contract is a piggyback on a state contract to acquire ten passenger vehicles and one service truck. Five of these vehicles would be an expansion to the existing non-revenue fleet, and six would replace older and high mileage vehicles.

These purchases are consistent with agency policy, which accounts for maintenance costs and other factors, and are also in alignment with agency goals to minimize environmental impacts of operations.

Board Member Keel asked if Columbia Ford is within Sound Transit's service district. Mr. Glaeser replied that Columbia Ford is located in Long View, Washington, and not within the Sound Transit district. Mr. Rogoff clarified that as this is a state contract, the low bidder was selected through a statewide procurement.

Board Member Keel commented that the agency might want to consider in the future the opportunity to give back to the service area and taxing district by purchasing from within the district, when possible. Committee Chair Roberts clarified that, as the Operations and Committee, this action follows best practices, and common practice, to benefit from state procured contracts that allow a cost savings. He also added that the policy question of Sound Transit completing procurements within the taxing district when possible could be a broader question for discussion by the full Board of Directors.

It was moved by Board Member McDermott, seconded by Board Member Marchione, and carried by unanimous vote that Motion No. M2017-113 be approved as presented.

Motion No. M2017-114: Authorizes the chief executive officer to execute a contract with Ameresco Quantum, LLC to provide design and construction services for lighting upgrade work at King Street Station, Issaquah Transit Center and Mercer Island Park & Ride for a total authorized contract amount not to exceed \$563,468 plus applicable taxes.

Bruce Polnicky, Director, Facilities and Asset Control, provided the staff report. The requested action would authorize a contract that would cover design, construction, and installation of lighting fixtures at several Sound Transit facilities. After completing the installation, the contractor will also monitor the lighting upgrades to ensure that the energy efficiency goals are being met.

Sound Transit will receive an efficiency utility incentive for the work at the Issaquah Transit Center, and there is another pending incentive that is anticipated for the work at King Street Station.

It was moved by Board Member Marchione, seconded by Board Member McDermott, and carried by unanimous vote that Motion No. M2017-114 be approved as presented.

Items for Recommendation for the Full Board

Motion No. M2017-115: Ratifies the lease holdover period and authorizes the chief executive officer to execute a lease amendment with Stacy and Witbeck, Inc. extending the term of the agreement at 10901 Lakeview Avenue SW, Lakewood, WA for five years until June 30, 2024.

Nancy Bennett, Property Management Manager, provided the staff report. This requested lease amendment reflects updated market value rent, and ratifies the hold over period, as the lease expired in June, 2017.

Board Member Moss asked if Stacy and Witbeck was the prior tenant, Ms. Bennett replied that Stacy and Witbeck has been the tenant for several years, and is continuing their tenancy.

It was moved by Board Member Keel, seconded by Board Member Marchione, that Motion No. M2017-115 be forwarded to the Board with a do-pass recommendation.

Motion No. M2017-116: Authorizes the chief executive officer to execute a lease agreement with Gateway King LLC for office space located on the first and second floors of 605 Union Station in Seattle, WA for a period of six years, with an option to renew for an additional five years, for a total authorized agreement amount not to exceed \$12,249,923.

Nancy Bennett, Property Management Manager, provided the staff report. With the growing number of employees following the passage of Sound Transit 3, the need for additional office space is apparent. This requested lease will acquire space for Sound Transit employees on the same campus as existing Sound Transit occupied buildings, keeping staff close together.

It was moved by Board Member Marchione, seconded by Board Member Moss, that Motion No. M2017-116 be forwarded to the Board with a do-pass recommendation.

EXECUTIVE SESSION

None.

OTHER BUSINESS

None.

NEXT MEETING

Thursday, October 5, 2017
1:00 to 2:30 p.m.
Ruth Fisher Boardroom

ADJOURN

The meeting was adjourned at 1:53 p.m.

ATTEST:

Paul Roberts
Operations and Administration Committee Chair

Katie Flores
Board Administrator

APPROVED on _____, PIA.