

SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING
Summary Minutes
January 4, 2018

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

(P) Dave Earling, Edmonds Mayor

(P) Kent Keel, University Place Mayor Pro Tem

(P) John Marchione, Redmond Mayor

(P) Mary Moss, Lakewood 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

Committee Chair Roberts announced that in the interest of handling the business items before any members of the committee have to leave for prior commitments, the agenda would be adjusted to have business items be addressed before the reports to the committee.

CEO REPORT

Peter Rogoff, Chief Executive Officer, provided the report.

NTSB Preliminary Findings

The National Transit Security Board published preliminary findings in regards to the cause of the Amtrak derailment in Dupont, Washington. These findings are being completed in parallel with the Washington State Department of Transportation (WSDOT). Sound Transit is cooperating with continued investigation, and has provided special access rights to any Sound Transit owned sections of track for the repairs to the route.

Souder North Line Ridership

Mr. Rogoff introduced a report from staff, prefacing that an update on Souder North Line Operations was requested by Committee Chair Roberts.

Martin Young, Director of Souder Operations, and Michael Couvrette, Service Planning Manager, provided the report. The North Line service began in December of 2004, and was initially just two round trips, which has now been increased to four round trips. As of 2013, there were two three car consists, and two two car consists operating on this route. Until recently, that configuration was adequate to provide service.

Ridership monitoring on the North Line has identified that the last round trip of the day is now frequently seeing passengers who must stand as all the seats are full. This sudden increase in ridership warrants providing an additional car on this consist, according to the service standards that the agency currently has in place.

There are two options to complete this reconfiguration, either shifting consist assignments and insuring that the last daily trip is always one of the three car trains, or pulling one of the newly commissioned cab cars that are due to be delivered in March for this need. This would place some stress on the existing maintenance pool of cars. In addition, the Board authorized procurement of three additional cab cars for expected ridership growth on the North Line, and these cars will be available in late 2019.

PUBLIC COMMENT

Alex Tsimmerman

BUSINESS ITEMS

Items for Committee Final Action

Minutes of the December 7, 2017 Operations and Administration Committee Meeting

It was moved by Board Member Moss, seconded by Board Member Keel, and carried by unanimous vote that the minutes of the December 7, 2017 Operations and Administration Committee meeting be approved as presented.

Motion No. M2018-01: Authorizing the chief executive officer to execute a contract with UTCRAS, LLC. to provide Gear Unit Axle Assemblies Overhaul Services for Link light rail vehicles for a total authorized contract amount not to exceed \$2,804,385 plus applicable taxes.

George McGinn, Link Maintenance Manager, and Paul Denison, Director of Light Rail Operations, provided the staff report. This requested action will authorize a contract for gear unit axle overhaul services in support of the mid-life light rail vehicle (LRV) maintenance overhaul. This overhaul will be completed over the course of the next three years, and will cover the entire fleet. This contractor was chosen through a competitive bid process which one three qualified bids, and the selected bid was deemed most competitive.

Board Member Marchione asked if the bid came in at the expected budget allocation. Mr. McGinn replied that the bid did come in slightly over the independent cost analysis, but that the bid was well within the agency's budget for the project.

Committee Chair Roberts asked if staff has done analysis to determine if this service is most cost effective to be contracted out, or if the agency had considered doing the work in house. Mr. McGinn replied that the time needed to complete the work, and the specialized tooling necessary, make it necessary and more cost effective for Sound Transit to contract this work.

It was moved by Board Member Earling, seconded by Board Member Moss, and carried by unanimous vote that Motion No. M2018-01 be approved as presented.

Motion No. M2018-02: Authorizing the chief executive officer to execute a contract amendment with Graybar Electric Company, Inc. to provide telecommunication products and supplies in the amount of \$750,000, for a new total authorized contract amount not to exceed \$1,024,000 plus applicable taxes

Jason Weiss, Chief Information Officer, provided the staff report. The proposed action would execute a contract amendment to an existing agreement with Graybar Electrical Inc. This contract amendment would add funds to an existing piggyback contract on a contract held by Washington State, which allows the agency a cost savings to services offered by this contractor.

It was moved by Board Member Marchione, seconded by Board Member McDermott, and carried by unanimous vote that Motion No. M2018-02 be approved as presented.

Motion No. M2018-03: Authorizing the chief executive officer to execute a contract with Raul V. Bravo + Associates, Inc. for a six year term to provide Sounder commuter rail operations consulting services in the amount of \$1,866,544, with a 20 percent contingency of \$373,309, for a total authorized contract amount not to exceed \$2,239,853 plus applicable taxes.

Martin Young, Director of Sounder Operations, provided the staff report. This contract will provide consultant support in five key areas:

- Performing in-plant inspections for new vehicle procurements
- Assisting in the development of overhaul specifications for the 58 car fleet
- Performing operational review of new Sounder base design
- Provide consulting services for fleet maintenance services
- Provide on-call technical services as needed

Work done under this contract will be completed under a task-order basis at the sole discretion of Sound Transit. This contractor was selected after a competitive bid process that received three responsive bids. In addition, the selected contractor, Raul V. Bravo and Associates, is a disadvantages business enterprise.

Board Member Keel asked what the difference is between what this consultant will do, as compared to what Sound Transit staff would complete on a regular basis. Mr. Young replied that the work being done by the contractor is a level of technical expertise that sometimes falls outside of staff capacity, and that in addition the contractor is used as a third-party oversight, or investigator to ensure Sound Transit's work is up to industry best practices. This contractor is also used when vehicle procurements take place across the country from Sound Transit, as a technical expert in those areas.

Board Member Keel also commented that he is grateful that Sound Transit is utilizing small and disadvantaged business enterprises, but it would also be an added bonus if they were within the Sound Transit footprint.

Committee Chair Roberts asked about the tracking and management of this work from a maintenance recording perspective, especially in light of the recent train accident in Dupont. Mr. Rogoff responded that the Federal Transportation Administration (FTA) requires maintenance at certain intervals, and that this contractor will be helping with that maintenance and the recording of having performed that maintenance. Mr. Young also mentioned that having this contractor available to us allows the agency to tap into a deep level of expertise on operations and maintenance of this type of rail operations.

It was moved by Board Member Keel, seconded by Board Member Earling, and carried by unanimous vote that Motion No. M2018-03 be approved as presented.

Item for Recommendation for the Full Board

Motion No. M2018-04: Correcting and ratifying a lease agreement with Gateway King LLC for office space located on the second floor of 605 Union Station in Seattle, WA for a period of 78 months, with an option to renew for an additional five years and office space located on the first floor 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. Ms. Bennett clarified that this action is a correction to a motion already approved, which had provided the incorrect term for a lease agreement. The accurate lease agreement for the 605 Union Station building is 78 months, and this term is covered by the same amount as covered in the prior motion.

It was moved by Board Member McDermott, seconded by Board Member Earling, that Motion No. M2018-04 be forwarded to the Board with a do-pass recommendation.

REPORT TO THE COMMITTEE

Ridership and Operations Report

Michael Perry, Deputy Executive Director of Operations, provided the report. Sound Transit ridership increased by 152,000, or over four percent, compared to November 2016. System-wide average weekday boardings increased by 3.6 percent during November. All modes except ST Express registered ridership increases during the month of November. ST Express ridership decreased by 40,000, or two percent during the month of November. Average weekday boardings also decreased slightly. Ridership on the SR-520 and I-5 South corridors led the way in ridership growth during the month.

Preventable accidents came in under target, which shows progress in cooperation with our partners to reduce the number of accidents. Sounder met most of its key performance measures, with the exception of missing its on-time performance goal. This continues to be a challenge caused by sharing rail space with heavy freight traffic, and additionally several weather related slow-orders.

Farebox recovery for Link is trending above 40 percent, which is high above the goal of 35 percent. Parking utilization has steadily increased at the Angle Lake Station, since it opened in September of 2016. Parking utilization has reached 100 percent in the month of November. Vertical conveyances have finally performed at above target consistently for the month of November.

ST Express Fare Change Proposals

Sunnie Sterling, Senior Manager of Revenue Analysis, and Chad Davis, Senior Financial Analyst, provided the report. In a 2016 regional fare simplification forum, several options of fare simplification for ORCA users were discussed, and several recommendations were made.

In response to the forum, King County Metro (KCM) and Community Transit (CT) have already approved a simplified fare structure, which will be rolled out in July of 2018. Pierce Transit, Kitsap Transit, and the Washington State Ferries needed no adjustments to their fares to meet with recommendations from the forum.

Sound Transit is launching customer outreach to collect feedback on two fare simplification possibilities. The outreach will be conducted through a survey, launching online of January 16, a public hearing, which is scheduled for February 1, 2018, and a stakeholder meeting, scheduled for February 6, 2018.

The Sound Transit Board will be asked to make a decision on the fare change at the March meeting, and the fares policy will be updated in accordance with the decision made. Sound Transit will then align the implementation of the fare to match KCM's in July of 2018.

Assumptions about the fare change include that the option should be as revenue neutral as possible, that it may increase or decrease the fares charged by any given ST route, and that the fare must be implemented in an increment of 0.25 cents.

The first of the two proposals being considered is a flat-rate fare, which could be either \$2.75, \$3.00, or \$3.25, with \$3.25 rate being as close as possible to revenue neutral. This implementation of this flat-rate would affect about 70 percent of all ST Express boardings, with multi-county trips seeing a fare decrease, and reduced fare riders also seeing a decrease. The flat-rate fare of \$3.25 is the fare undergoing the public feedback process.

The second proposal is a route-based fare, which would eliminate the one-county override for full fare paying adult riders. This would constitute a \$1.00 fare increase for about 7 percent of boardings. Under this proposal, the fare set for low-income and youth riders would see a decrease.

At a \$3.25 fare, there is a projected loss of ridership of about 2-3 percent, and an increase in projected revenue of 3-4 percent, at approximately one million dollars. Under route-based fares, there is a projected increase of revenue from 100,000-200,000 dollars, and a negligible change to ridership.

Board Member Keel asked if there have been efforts to examine how this fare will integrate with future planned fare changes, even 5-10 years in the future. Ms. Sterling replied that any fare changes in the future would go through a similar public outreach and Board review process, so there has been to future planning beyond this fare change.

Committee Chair Roberts commented that the regional fare forum covered the possibilities of future fare changes down the road, and that even if this public outreach proposal does not cover it, there has been discussion of the future structure and increases.

EXECUTIVE SESSION

None.

OTHER BUSINESS

None.

NEXT MEETING

Thursday, February 1, 2018
1:00 to 3:00 p.m.
Ruth Fisher Boardroom

ADJOURN

The meeting was adjourned at 1:54 p.m.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Katie Flores
Board Administrator

APPROVED on 3/1/2018, PIA.