

SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING
Summary Minutes
June 7, 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) David Baker, Kenmore Mayor

(P) Ron Lucas, Steilacoom Mayor

(P) Dave Earling, Edmonds Mayor

(A) Pete von Reichbauer, King County

(P) Kent Keel, University Place Mayor Pro Tem

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, Chief Executive Officer, provided the report.

New Deputy CEO

Mr. Rogoff announced that the position of Deputy Chief Executive Officer (CEO) has been filled, with the hiring of Kimberly Farley. Ms. Farley comes to the agency with a deep reservoir of experience with managing major capital projects, including successes across a variety of roles in both the public and private sectors. She is a proven manager of collaborative, cross-functional teams, which will serve us well as we seek to advance our culture of quality, accountability and inclusion across the agency.

Interim DECM Executive Director

Mr. Rogoff reported that he has appointed Ron Lewis, Executive Director of the East Link Extension, as the Interim Executive Director of Design Engineering and Construction Management (DECM) following the announcement of Ahmad Fazel's retirement.

Pride Month

Sound Transit is celebrating Pride month throughout June with a series of events organized by the agency's new Pride Employee Resource Group. On June 4, 2018 the Pride flag was raised outside of Union Station, on June 20, 2018 the agency will be hosting a panel of LGBT+ leaders for staff, and on June 24, 2018 staff will be walking in the annual parade, as we have the last several years.

Senate Appropriations

This morning the Senate Appropriations Committee reported to the full Senate its Transportation Appropriations legislation and it continues to have good news related to New Starts and Congress taking

a firm bipartisan stand in support of the continuation of our federal partnership and projects like Lynnwood Link. The Senate bill provides more than \$2,552,687 dollars for the Capital Investment Grant Program, which is over \$1.5 billion dollars more than the Administration recommended.

This news tracks well with last month's action in the House that provided \$2,613,650,000 dollars for Capital Investment Grants and \$1,335,700 billion dollars with a specific carve out of \$500 million dollars for new New Starts projects like Lynnwood Link and Federal Way. The House also included strong language directing the administration to continue to move forward with the federal partnership.

Sound transit is grateful to the entire delegation for their continued support of federal funding and specifically our appropriations committee members Senator Patty Murray and Representative Derek Kilmer. Sound Transit has applied to the CIG program for a \$1.17 dollar billion grant for Lynnwood Link and we are in process for a grant for the extension to Federal Way.

Class Action Lawsuit

Lastly, Mr. Rogoff reported that the agency has been served with a lawsuit challenging the constitutionality of the law the Washington State Legislature adopted in 2015 allowing voter consideration of the Sound Transit 3 ballot measure. The suit seeks to eliminate Sound Transit's ability to collect the 0.8 percent MVET that voters approved in ST3, and to establish a class action requiring the agency to refund previously collected revenues.

PUBLIC COMMENT

Alex Tsimmerman
John Niles
Mark Dublin

REPORT TO THE COMMITTEE

Ridership and Operations Report

David Huffaker, Deputy Executive Director of Operations and Support Services, provided the report. Sound Transit ridership was up about 2.5 percent for the month of April, up 3 percent for year to date growth. Ridership increases are particularly strong for Sounder and Link modes, and there are continuing decreases for ST Express service, possibly due to the recent closure of the South Bellevue Park-n-Ride.

Performance wise, ST Express met it's key performance measures for complaints per 1,000 boardings, driven by on time performance, which has been met every month in 2018, and in low preventable accidents. Sounder on time performance has been impacted by tie replacement work, and saw some declines for the month.

The fare evasion target of under 3 percent has been met, for the first time this year. There has been improvement to the vertical conveyances performances, and no reoccurrences of the large outage that occurred last month.

The Washington State Department of Transportations' (WSDOT) large summer program 'Revive I-5' closed all of Interstate 5 last weekend, and Sound Transit worked with partners to minimize any service impacts or delays, and there were very few complaints.

Mariner's fans will be continuing to ride free on Link when they show their game ticket, the Mariners have chosen to extend that promotion and Sound Transit is being reimbursed for the fares.

Mr. Huffaker then showed some images from a recent lighting upgrade that was completed at the Issaquah Transit Center. The updates replaced metal halide fixtures with LED fixtures, and has already received compliments and commendations from riders who are enjoying the increased visibility. Sound Transit will be working on further upgrades, as they improve both the customer experience and provide savings in utility costs.

Boardmember Lucas felt the ridership numbers for Tacoma Link were low, and noted that he will be working with other Pierce County leadership to address the ridership.

Committee Chair Roberts complimented the work that was done to mitigate the impacts of the I-5 closure, stating that the coordination with other agencies was exceptional.

BUSINESS ITEMS

Items for Committee Final Action

Minutes of the April 5, 2018, Operations and Administration Committee Meeting

It was moved by Board Member Lucas, seconded by Board Member Baker, and carried by unanimous vote that the minutes of the April 5, 2018 Operations and Administration Committee meeting be approved as presented.

Minutes of the May 3, 2018 Operations and Administration Committee Meeting

It was moved by Board Member Lucas, seconded by Board Member Keel, and carried by unanimous vote that the minutes of the May 3, 2018 Operations and Administration Committee meeting be approved as presented.

Motion No. M2018-65: Authorizing the chief executive officer to execute a contract with Intelligent Content Solutions, LLC, a Carahsoft Technology Corp. authorized reseller, to provide a Kofax, Inc. information capture system for a total authorized contract amount not to exceed \$1,016,670, plus applicable taxes.

Jason Weiss, Chief Information Officer, provided the staff report. The proposed action would authorize the acquisition of a scan-and-capture software program, that would be used to eliminate paper invoicing within the agency and create the ability to enter electron data by a scan of a document.

Boardmember Lucas asked if this is a system where the information is simple to get in to the system, but then difficult to manipulate and move throughout the agency. Mr. Weiss commented that this software will have a very specific application for its first implementation, and that following successful implementation in that arena, future uses could be expanded. He also noted that the software would fill data sheets and management systems currently being used, so the data will still be customizable and useful.

It was moved by Board Member Lucas, seconded by Board Member Baker, and carried by unanimous vote that Motion No. M2018-65 be approved as presented.

Motion No. M2018-66: Authorizing the chief executive officer to execute a contract with Aronson Security Group to provide Camera Replacements and Access Control System upgrades in the amount of \$3,250,000, with a 10% contingency of \$325,000 for a total authorized contract amount not to exceed \$3,575,000 plus applicable taxes.

Ted Ellis, Deputy Director, Operations Technology, and David Shupe, Senior Information Technology Project Manager, provided the staff report. The proposed action would authorize a contract with Aronson Security Group for two separate projects.

The contractor was procured through a 'piggyback' contract which provides the agency savings in both prices of equipment and services, but also in project management. The contractor will be providing site surveys at 23 agency locations, confirming the exact requirements for each location, replacing 361 analog cameras with digital cameras, installing 440 Power over Ethernet (PoE) converters, and updating control software on approximately 253 doors.

Boardmember Earling asked if this is considered a normal term-of-life upgrade, or if it was out of cycle. Mr. Ellis replied that the analog cameras are no longer supported, and therefore this update will match all the new system upgrades being completed. This update will keep the technology in-line to provide security and serve as a state of good repair maintenance.

Boardmember Lucas asked if there was a fund for maintenance projects overall, or if this is new budgeting. Mr. Ellis replied that there is a state of good repair fund, which ensures the budget for all maintenance projects. Mr. Lucas then asked how much footage is stored in the back-end, and who manages it. Mr. Ellis replied that the standard is two weeks of footage time, which is managed by the system contractors.

It was moved by Board Member Keel, seconded by Board Member Earling, and carried by unanimous vote that Motion No. M2018-66 be approved as presented.

Motion No. M2018-67: Ratifying a grant agreement with the Department of Homeland Security for an amount not to exceed \$275,783 for video monitoring equipment, software, and extra law enforcement and security officers for special and surge events.

Ken Cummins, Director of Public Safety, and Monica Overby, Grants Manager, provided the staff report for M2018-67, M2018-69, and Resolution No. R2018-19 as a joint presentation.

The related actions that would allocate funds for the completion of the Security Operations Center Video Monitoring Improvements Project, accept a grant from the Department of Homeland Security, which covers the full cost of the project, and execute the contract with the selected firm for the project.

Ms. Overby spoke about the ratification of a grant agreement, what has been received by the Department of Homeland Security (DHS). While some grant acceptance authority is delegated to the CEO, the agency policy is silent on DHS grants, so staff is before the Board.

Boardmember Keel asked how this action relates to the prior action regarding camera replacement. Mr. Cummins replied that those camera replacements will be feeding into this video monitoring system, however, the funding being discussed from the grant will not be covering the camera replacement.

It was moved by Board Member Keel, seconded by Board Member McDermott, and carried by unanimous vote that Motion No. M2018-67 be approved as presented.

Motion No. M2018-68: Authorizing the chief executive officer to execute a contract with Avidex Industries, LLC to provide video displays and controller software, including installation and support services for the SOC Video Monitoring Improvement Project in the amount of \$187,089 with a 5% contingency of \$9,354 for a total authorized contract amount not to exceed \$196,433 plus applicable taxes, contingent upon Board approval to amend the adopted 2018 Budget through Resolution No. R2018-19.

Ken Cummins, Director of Public Safety, and Monica Overby, Grants Manager, remained available for further questions on the action.

Boardmember Keel clarified that this action is the contract to provide software for the Security Operations Center (SOC), which is related to the grant funding from the prior action. Mr. Cummins replied that that is correct.

It was moved by Board Member Keel, seconded by Board Member McDermott, and carried by unanimous vote that Motion No. M2018-68 be approved as presented.

Items for Recommendation for the Full Board

Resolution No. R2018-19: Amending the Security Operations Center Video Monitoring Improvements Project by (a) increasing the project allocation to date from \$188,000 to \$241,382 and (b) increasing the 2018 annual budget from \$188,000 to \$241,382 to complete the video monitoring improvements.

Ken Cummins, Director of Public Safety, and Monica Overby, Grants Manager, remained available for further questions on the action.

It was moved by Board Member Earling, seconded by Board Member Baker, and carried by unanimous vote that Resolution No. R2018-19 be forwarded to the Board with a do-pass recommendation.

Motion No. M2018-69: Authorizing the chief executive officer to execute a contract amendment with Securitas Security Services USA, Inc. to provide a four month contract extension, from August 31, 2018 to December 31, 2018, for system-wide security services in the amount of \$4,400,000, for a new total authorized contract amount not to exceed \$45,822,000.

Ken Cummins, Director of Public Safety, provided the staff report. The proposed action would extend the security contract with Securitas Security Services through the end of December 2018. The overall contract is undergoing a competitive bid process, will be awarded to the winner of that process. The 2018 budget will not be impacted by this extension.

It was moved by Board Member Keel, seconded by Board Member McDermott, and carried by unanimous vote that Motion No. M2018-69 be forwarded to the Board with a do-pass recommendation.

Motion No. M2018-70: Authorizing the chief executive officer to amend the existing parking lease with Salish Crossing LLC to provide 103 parking stalls next to the Edmonds Station for an additional five-year term, in the amount of \$1,271,790, for a total authorized agreement amount not to exceed \$2,256,285.

Nancy Bennett, Property Management Manager, provided the staff report. The proposed action would extend a lease with Salish Crossing, LLC, which is expiring at the end of June, 2018, for a five-year term.

Boardmember Lucas asked how many overflow parking facility Sound Transit is currently leasing. Ms. Bennett replied that the number is under 10, not a high amount. Mr. Lucas then asked how the yearly increase of the rate, four percent, was determined. Ms. Bennett answered that that rate is a typical market rate level, and no other facilities were found for a lower number.

It was moved by Board Member Earling, seconded by Board Member Lucas, and carried by unanimous vote that Motion No. M2018-70 be forwarded to the Board with a do-pass recommendation.

Motion No. M2018-71: Authorizing the chief executive officer to continue the existing license with Microsoft Corporation for the wayfinding sign located at the corner of NE 40th Street and 156th Avenue NE in Redmond WA, until Sound Transit needs or disposes the property.

Nancy Bennett, Property Management Manager, provided the staff report. The proposed action would extend a license agreement with the Microsoft Corporation for a wayfinding monument sign, at the Overlake Transit Center. Either party can terminate this agreement at any time by giving 30 days of notice, and this is a no-cost license as the sign provides wayfinding benefits to Sound Transit.

It was moved by Board Member McDermott, seconded by Board Member Earling, and carried by unanimous vote that Motion No. M2018-71 be forwarded to the Board with a do-pass recommendation.

EXECUTIVE SESSION

None.

OTHER BUSINESS

Mr. Rogoff Commented that Ken Cummins will be available after the meeting for any members of the committee who may be interested to tour the SOC.

NEXT MEETING

Thursday, July 19, 2018
1:00 to 3:00 p.m.
Ruth Fisher Boardroom

ADJOURN

It was moved by Board Member Earling, seconded by Board Member Keel, and carried by unanimous vote to adjourn at 1:55 p.m.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Katie Flores
Board Administrator

APPROVED on 7/19/2018 PIA.