

SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING  
**Summary Minutes**  
**August 2, 2018**

CALL TO ORDER

The meeting was called to order at 1:10 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

(A) Ron Lucas, Steilacoom Mayor

(P) Dave Earling, Edmonds Mayor

(A) Pete von Reichbauer, King County

(A) 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

Committee Chair Roberts reported that there was a public hearing held prior to the committee meeting to receive comment regarding the submittal of the 2018-2023 Transit Development Plan and the 2017 Annual Report to the Washington State Department of Transportation (WSDOT). This submittal is on the committee's agenda today as item 7.F. There were two comments received at the public hearing.

There will be another opportunity for public comment when the item is considered for final action at the August 23, 2018 Board of Directors meeting.

CEO REPORT

Peter Rogoff, Chief Executive Officer, provided the report.

EnoMAX

Mr. Rogoff reported that Sound Transit, through its participation in the EnoMAX program, a national cohort of transportation agencies, has been hosting a delegation the week of July 30, 2018. The delegation is made up of staff from Dallas Area Rapid Transit (DART) and the Los Angeles County Metropolitan Transportation Authority (LACMTA). Mr. Rogoff reported that both he and Board member Constantine have addressed the cohort, speaking to the vision of the regional for transportation integration and partnership.

Deputy Executive Director of Operations Departing the Agency

Mr. Rogoff announced that long time agency staff member David Huffaker, currently the Deputy Executive Director of Operations and Support Services, is departing Sound Transit after 14 years. Mr. Huffaker has accepted a position as Chief Development Officer for the Port Authority of Allegheny County in Pittsburgh. Starting at Sound Transit as a Finance Analyst in 2004, Mr. Huffaker has held

many position at Sound Transit throughout his tenure. In addition, serving as an Operations Business Manager and as Director of Facilities and Asset Control, David has been a key member of countless negotiations teams for intergovernmental agreements, and spearheaded the agencies initial performance reporting for participation in the National Transit Database (NTD), which the Operations Committee has been briefed on several times. Mr. Rogoff commented that Mr. Huffaker would be greatly missed by his colleagues and the agency as a whole.

#### PUBLIC COMMENT

Alex Tsimmerman  
Marguerite Richard

#### REPORTS TO THE COMMITTEE

##### Ridership and Operations Report

Bonnie Todd, Executive Director of Operations, provided the report. Link and Sounder ridership were both up over June 2017 numbers despite there being one less weekday in the month. ST Express ridership was slightly down, likely due to the closure of two park and ride locations in Bellevue for East Link construction. Tacoma Link ridership was down as well, likely due to the closure of parking availability at the Tacoma Dome.

ST Express key performance measures for on-time performance was below target. On-time performance for both Sounder lines was up, meeting target. For availability of Link escalator and elevators, key performance indicators continue to be met for 2018.

Board Member Earling provided comments for the recent community policing event that Sound Transit partnered with the City of Mukilteo, Burlington Northern Santa Fe (BNSF), and the King County Sheriff's office to participate in. Police officers traveled from Everett south down the Sounder line providing community outreach and discussing the trespassing safety measures in place to keep riders safe around the train tracks in summer months.

#### BUSINESS ITEMS

##### Items for Committee Final Action

##### Minutes of the July 19, 2018, Operations and Administration Committee Meeting

**It was moved by Board Member McDermott, seconded by Board Member Earling, and carried by unanimous vote that the minutes of the July 19, 2018 Operations and Administration Committee meeting be approved as presented.**

Motion No. M2018-92: Authorizing the chief executive officer to execute a five-year contract with Delta Electric Motors, Inc. to provide Traction Motor Assembly Overhaul and Repair Services for Link light rail vehicles for a total authorized contract amount not to exceed \$1,170,232 plus applicable taxes.

Paul Denison, Light Rail Operations Director, and George McGinn, Link Maintenance Manager, provided the staff report. The current light rail vehicles (LRVs) are reaching mid-life overhaul mileage on several systems. This proposed action would authorize an overhaul on the LRV's traction motor assemblies, which will be conducted over a three-year period and is necessary in order to maintain the LRV in a state of good repair and achieve full life expectancy.

Chair Roberts clarified that staff continues to examine the cost versus benefit of contracting these maintenance systems versus developing the in-house capacity to complete this work. Mr. Denison replied that staff is always aware of those decisions, and has concluded that contracting for the increase in maintenance that is occurring just during the mid-life overhaul work is a savings to the taxpayers.

**It was moved by Board Member Baker, seconded by Board Member Earling, and carried by unanimous vote that Motion No. M2018-92 be approved as presented.**

Motion No. M2018-93: Authorizing the chief executive officer to execute a contract amendment with Mythics, Inc. through December 2018 with a one-year option to extend to provide Oracle licensing and software maintenance in the amount of \$604,429, for a new total authorized contract amount not to exceed \$657,516 plus applicable taxes.

Curtis Small, Director of Information Technology Applications, provided the staff report. The proposed action is a contract option execution for the agency to enter into a contract with Mythics, Inc. that will allow the continuance of use for Oracle licensing software. The agency uses Oracle software through the JD Edwards Enterprise One system and the Primavera Suite. This one-year contract extension will authorize the service through December 2019.

**It was moved by Board Member McDermott, seconded by Board Member Baker, and carried by unanimous vote that Motion No. M2018-93 be approved as presented.**

Motion No. M2018-94: Authorizing the chief executive officer to execute a five-year contract with two five-year options to extend with Purchasing Technology Corporation, operating as Biddingo.com or its successors and permitted assigns to provide Solicitation Management Solution services in the amount of \$227,600 plus applicable taxes.

Curtis Small, Director of Information Technology Applications, provided the staff report. The proposed action will authorize a new contract to purchase a cloud based software solution (Saas) product which will serve the agency as a solicitation management solution (SMS). The proposed action will authorize a five-year contract with two five-year options to extend, the amount proposed would cover the initial five years and both contract options.

Board Member Earling asked about the availability of successors to the vendor, should the vendor be bought or sold throughout the long length of the contract. Mr. Small replied that the contract includes the correct language to allow business with the successors or permitted assigns for this work to the agency, so no delays or termination of service will occur.

**It was moved by Board Member Earling, seconded by Board Member Baker, and carried by unanimous vote that Motion No. M2018-94 be approved as presented.**

Motion No. M2018-95: Authorizing the chief executive officer to execute a contract through February 2023 with two one-year options to extend with SHI International Corp. to provide technology software, hardware, and related maintenance services in the amount of \$1,000,000 plus applicable taxes.

Curtis Small, Director of Information Technology Applications, provided the staff report. The proposed action will authorize a contract with SHI International Corporation to allow the agency to purchase technology software, hardware, and related maintenance. This contract is part of a concerted effort by the agency to have the option to competitively price any needed software peripherals, replacements for aging hardware, and maintenance renewals with contracted firms. In addition, this contract is a 'piggyback' with the National Intergovernmental Purchasing Alliance Company (National IPA) Master Contract, allowing the agency to take advantage of significant discounts. The requested amount will fund the contract through February 2023.

It was moved by Board Member McDermott, seconded by Board Member Earling, and carried by unanimous vote that Motion No. M2018-95 be approved as presented.

Item for Recommendation for the Full Board

Motion No. M2018-96: Approving the submittal of the Transit Development Plan 2018-2023 and 2017 Annual Report to the Washington State Department of Transportation.

Michael Couvrette, Service Planning Manager, and Brian de Place, Director of Support Services, provided the staff report. The proposed action will approve the agency's submittal of the Transit Development Plan (TDP), and the 2017 Annual Report to WSDOT. The Annual Report summarizes Sound Transit's accomplishments throughout the prior year, including the record ridership the agency experienced throughout 2017. The TDP summarizes planned milestones and service changes throughout the next five years.

It was moved by Board Member Baker, seconded by Board Member Earling, and carried by unanimous vote that Motion No. M2018-96 be forwarded to the Board with a do-pass recommendation.

**EXECUTIVE SESSION**

None.

**OTHER BUSINESS**

None.

**NEXT MEETING**

Thursday, September 6, 2018  
1:00 to 3:00 p.m.  
Ruth Fisher Boardroom

**ADJOURN**

Chair Roberts adjourned the meeting at 1:39 p.m.

Joe McDermott  
Operations and Administration Committee Vice Chair

ATTEST:

Katie Flores  
Board Administrator

APPROVED on 9/6/2018. PIA.