



**SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING**  
**Summary Minutes**  
**August 18, 2011**

**CALL TO ORDER**

The meeting was called to order at 1:07 p.m. by Chair Dave Enslow, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

**ROLL CALL**

Chair

(P) Dave Enslow, Sumner Mayor

Vice Chair

(A) John Marchione, Redmond Mayor

Boardmembers

(P) Fred Butler, Issaquah Deputy Council President

(P) Paul Roberts, Everett Council President

(P) Claudia Thomas, Lakewood Councilmember

(A) Pete von Reichbauer, King County Councilmember

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

**REPORT OF THE CHAIR**

None.

**DEPUTY CEO REPORT**

Celia Kupersmith, Deputy CEO, presented the CEO Report.

Last week, Sound Transit and the Bellevue City Council approved the term sheet agreement that outlines the preliminary commitments needed for the extension of East Link through the City. The Sound Transit Board authorized CEO Earl to sign the term sheet at its July 28 meeting if approved by the City Council. CEO Earl signed the agreement on Wednesday, August 10.

The term sheet allows Sound Transit to negotiate with Bellevue on financial commitments for a tunnel through downtown Bellevue with a binding memorandum of understanding. The Board has asked that the memorandum be ready for consideration at the October 27, 2011 Board Meeting. Negotiations are currently underway.

The last of 27 University Link vehicles were delivered to the Link Operations and Maintenance Facility last week ahead of schedule. The delivery brings the total fleet to 62 vehicles.

Construction is well underway on the University Link line between downtown Seattle and the University of Washington. Service is scheduled to begin in 2016.

**REPORTS TO THE COMMITTEE**

Operations Report

Mike Perry, Deputy Executive Director Transportation and Maintenance, presented the Operations Report.

Overall, system ridership is up over 11% from June 2010. Individually, ST Express is up 4.0%, which reflects the first service cuts approved by the Board earlier in the year. Sounder is up almost 3%, Central Link is up over 14%, and Tacoma Link is up over 20%. On Seafair Saturday and Sunday, August 13 and 14, 2011, Central Link delivered over 28,000 and 26,000 trips respectively. This is a new record for Central Link.

Sound Transit is meeting modal performance targets. ST Express experienced a spike in June complaints associated with the service change. Preventable accidents increased to 14 in June. All were minor. Sound Transit continues to meet monthly with Agency partners to discuss mitigation options. Central Link on-time performance increased to 88%, but still below the target of 90%. Staff continues to focus on meeting that goal.

The King Street Station north entrance has been reopened after protective scaffolding was installed. The City of Seattle has agreed to the proposed long-term solution of a safety net, which should be installed soon. The entrance will be closed again for two weeks in early September 2011 during the final stages of the safety net installation and removal of the temporary protective scaffolding.

### 520 Tolling and ST Express

Mike Bergman, Service Planning and Development Program Manager, and Vida Covington, Operations Business Support Director, presented a report on 520 Tolling and ST Express.

Tolls on SR 520 will begin this year. King County Metro projects a 15% to 30% increase in corridor ridership when tolls are implemented. The ST2 plan recognized that tolls would increase transit demand on the corridor, and the plan included 20,000 annual bus hours for improvements to 520 service. Sound Transit started new Route 542 in October 2010, the original planned start date for tolls.

Sound Transit expects major challenges in meeting demand when tolling begins. Generally, the impact of tolling on transit is likely to be immediate. Major service changes are scheduled only three times per year, October, February and June. Major changes involving redeployment of service between routes have to wait until the next regular service change for implementation. The Agency can respond to some overloads immediately by assigning larger buses, if available. Staff has requested four additional buses to the East King fleet in anticipation of increased ridership. If service is redeployed to address overloads, some customers will be impacted.

Apart from new Route 542, there is no net increase in SR 520 service. Sound Transit expects the lack of park-and-ride capacity to limit demand, although not enough to prevent overloads. Agency strategies include monitoring service closely, assigning larger buses where possible, and if necessary, redeploying service from low-ridership routes to trips that are overloaded.

### East Link

Ahmad Fazel, Executive Director for Design and Engineering, and Jim Edwards, Deputy Executive Director for Design and Engineering, presented a report on the East Link Project.

With the publication of the FEIS in July, preliminary engineering work complete, and the anticipated binding memorandum of understanding (MOU) with Bellevue and the Federal Record of Decision, Sound Transit is ready to move forward to final design.

Phase Gate 4 establishes the readiness of the project for final design, and obtaining the authority of the CEO and the Board to enter into final design. Phase Gate 5 will baseline project costs when final design is roughly 50-60%, Phase Gate 6 will begin construction, and Phase Gate 7 will mark service launch. Sound Transit staff plans a seamless transition from the Preliminary Engineering and Planning Department (PEPD) to the Design, Engineering, and Construction Management Department (DECM) for the implementation of Phase Gate 4 work. Leadership from department to department will change, but key PE staff will stay involved in matrix roles.

Sound Transit staff plans to seek formal Board approval for Phase Gate 4 in the fourth quarter of 2011.

Sound Transit staff has identified a final design approach that benefits from the Agency's experience in previous projects. The East Link Project will procure three design contracts. The 14-mile extension will be broken into two civil design contracts, one from Seattle to South Bellevue along I-90, and the other from South Bellevue to the Overlake Transit Center (OTC). The third will be a corridor-wide system design contract.

Procurement for the S. Bellevue to OTC segment contract would begin in the fourth quarter of 2011, with the contract awarded in the second quarter of 2012. Procurement for the Seattle to S. Bellevue (I-90) segment would begin in the first quarter of 2012 and be awarded in the fourth quarter of 2012, and the corridor-wide systems contract would begin procurement in the first quarter of 2012 and be awarded in the third quarter of 2012.

## **BUSINESS ITEMS**

### Minutes of the July 21, 2011 Operations and Administration Committee Meeting

**It was moved by Boardmember Thomas, seconded by Boardmember Roberts, and carried by the unanimous vote of all Boardmembers present that the minutes of the July 21, 2011 Operations and Administration Committee meeting be approved as presented.**

Motion No. M2011-65: Authorizing the chief executive officer to execute a contract with Keeney's Office Supply, Inc. to provide office supplies for a total authorized amount not to exceed \$808,000, for a term of five years.

Linda Thomas, Senior Contracts Specialist, presented the staff report.

**It was moved by Boardmember Butler, seconded by Boardmember Thomas, and carried by the unanimous vote of all Boardmembers present that Motion No. M2011-65 be approved as presented.**

Motion No. M2011-68: Authorizing the chief executive officer to execute a contract with LTK Engineering Services for a five year term to provide technical engineering consulting services for Sounder equipment for a total authorized contract amount not to exceed \$1,358,775.

Brian Freerks, Commuter Rail Mechanical Superintendent, presented the staff report.

**It was moved by Boardmember Thomas, seconded by Boardmember Roberts, and carried by unanimous vote of all Boardmembers present that Motion No. M2011-68 be approved as presented.**

Motion No. M2011-67: Authorizing the chief executive officer to execute an amendment to the existing lease with SB Eternity Inc. dba Lynnwood Transit Café to extend the term of the lease.

Nancy Bennett, Property Management Manager, presented the staff report.

**It was moved by Boardmember Roberts, seconded by Boardmember Butler, and carried by the unanimous vote of all Boardmembers present that Motion No. M2011-67 be forwarded to the Board with a do-pass recommendation.**

**EXECUTIVE SESSION**

None.

**OTHER BUSINESS**

None.

**NEXT MEETING**

Thursday September 15, 2011  
1:00 to 3:30 p.m.  
Ruth Fisher Boardroom

**ADJOURN**

The meeting was adjourned at 2:22 p.m.



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Dave Enslow  
Operations and Administration Committee Chair

ATTEST:



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Marcia Walker  
Board Administrator

APPROVED on October 27, 2011