



SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING

Summary Minutes

July 18, 2013

CALL TO ORDER

The meeting was called to order at 1:05 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) John Marchione, Redmond Mayor

Boardmembers

(P) Fred Butler, Issaquah Deputy Council President

(P) Dave Enslow, Sumner Mayor

(P) Joe McDermott, King County Councilmember

(P) Mary Moss, Lakewood Councilmember

(P) Marilyn Strickland, Tacoma Mayor

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

REPORT OF THE CHAIR

Chair Roberts reported that a public hearing was held last week on Sound Transit's 2013-2018 Transit Development Plan and 2012 Annual Report. No comments were received at the public hearing. There will be another opportunity for public comment at the Board meeting later this month.

Chair Roberts announced that the Committee received request for public comment.

PUBLIC COMMENT

(Comments on file with the Board Administrator)

Mark Dublin

DEPUTY CEO REPORT

Mike Harbour, Deputy CEO, provided an update on parking in Edmonds, Washington. Last November, the Board authorized a lease for additional parking spaces near the Edmonds Sounder Station to deal with high utilization of the existing Sound Transit lot. There was a soft opening on June 1, 2013 to allow commuters to use the lot while construction was being completed. Construction is now complete and the lot offers 103 additional spaces for transit riders.

Mr. Harbour also reported on special Sounder service that is being explored for the US Open in 2015 at Chambers Bay. Sound Transit has been working with Burlington Northern Santa Fe, Pierce County and the United States Golf Association to explore options for providing the Sounder service.

US Open attendance is expected to reach 235,000 people throughout the week of the event, including a peak crowd of 50,000 people on Friday. Since the site does not include sufficient parking, the USGA will depend on public transportation to provide access to the event. The USGA has been working closely with BNSF and Sound Transit to see if trains could be scheduled to serve the event. The Sounder service could be provided using the existing Sound Transit fleet with minimal interruption to regular Sounder service.

REPORTS TO THE COMMITTEE

Ridership and Operations Report

Bonnie Todd, Executive Director of Operations provided an update on May Ridership and the modal performance report. Total boardings increased 4.9% in May. ST Express ridership in Snohomish County was down because of a change in how Community Transit counts riders. Sounder ridership increased by 9%. Central Link was up 3.8%. Tacoma Link was down 4.5% because of fewer events in downtown Tacoma. Sound Transit continues to meet targets for the number of complaints per 1,000 boardings and farebox recovery goals for all modes. Sounder met the standard for percentage of trips operated for the first time this year. Tacoma Link had another preventable accident, so it will not meet the target for the rest of the year. Initial numbers for June indicate a new record on Central Link for weekday boardings.

Sounder north service was interrupted by a freight train derailment on July 5, 2013. A bus bridge was implemented to serve passengers.

Reconstruction work is taking place in Calgary, Canada to repair a bus damaged in a fire in July. The bus is expected back at Sound Transit in September. The fire was caused by emergency brakes that were not fully disengaged.

The Washington State Patrol investigation into the May 6, 2013 bus fatality is continuing. The investigation is not complete, but determined that there were no flaws or defect with the bus involved in the accident.

Sound Transit will offer Sounder service to the Puyallup Fair on Saturday September 14, 2013 and September 21, 2013.

BUSINESS ITEMS

Motion No. M2013-51: Authorizing the chief executive officer to execute a two-year contract with three one-year options with Tube Art Displays, Inc. to provide agency-wide signage fabrication and installation services for all ST Express, Sounder and Link facilities for a total authorized contract amount not to exceed \$1,303,208.

Motion No. M2013-51 and M2013-52 are both related to signage, so Chair Roberts asked for a joint presentation.

Michael Miller, Customer Facilities and Accessible Services Manager gave the staff presentation on the two motions.

It was moved by Committee Vice Chair Marchione, seconded by Boardmember Enslow, and carried by unanimous vote that Motion No. M2013-51 be approved as presented.

Motion No. M2013-52: Authorizing the chief executive officer to execute a two-year contract with three one-year options to extend with Young Electric Sign Company to provide signage maintenance services for ST Express, Sounder, and Link facilities for a total authorized contract amount not to exceed \$778,269.

It was moved by Committee Vice Chair Marchione, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2013-52 be approved as presented.

Motion No. M2013-53: Authorizing the chief executive officer to execute a one-year contract with Dell, Inc. to provide technology hardware and hardware maintenance services. for a total authorized contract amount not to exceed \$900,000.

Garv Nayyar, Information Technology Manager, and Connie Bartels, Contracts Supervisor, gave the staff presentation.

It was moved by Boardmember Moss, seconded by Committee Vice Chair Marchione, and carried by unanimous vote that Motion No. M2013-53 be approved as presented.

Motion No. M2013-54: Ratifying a contract with the Washington State Department of Enterprise Services for Microsoft licensing and support services in the amount of \$159,688 and authorizing the chief executive officer

to execute a four year contract with the Washington State Department of Enterprise Services for Microsoft licensing and support services in the amount of \$2,140,312, for a total authorized contract amount not to exceed \$2,300,000.

Garv Nayyar, Information Technology Manager, and Connie Bartels, Contracts Supervisor, gave the staff presentation.

It was moved by Committee Vice Chair Marchione, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2013-54 be approved as presented.

Motion No. M2013-55: Authorizing the chief executive officer to execute a contract amendment with Copiers Northwest, for copier equipment and maintenance in the amount of \$350,000, for a new total authorized contract amount not to exceed \$1,125,000.

Julie Payton, Information Technology Service Desk Manager, gave the staff presentation.

It was moved by Committee Vice Chair Marchione, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2013-55 be approved as presented.

Motion No. M2013-56: Authorizing the chief executive officer to execute a five year contract with Kraght Snell, P.S. to provide JDE EnterpriseOne ERP system advisory services for a total authorized contract amount not to exceed \$800,000.

Kelly Preistly, Controller, gave the staff presentation.

It was moved by Committee Vice Chair Marchione, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2013-56 be approved as presented.

Items for Recommendation to the Board

Motion No. M2013-58: Approving the submittal of the Transit Development Plan 2013-2018 and 2012 Annual Report to the Washington State Department of Transportation

Mike Bergman, Service Planning Manager, and Sean Hedgpeth, Assistant Service Planner, gave the staff presentation.

It was moved by Boardmember Moss, seconded by Boardmember Enslow, and carried by unanimous vote that Motion No. M2013-58 be forwarded to the Board with a do pass recommendation.

Motion No. M2013-59: (1) Authorizing a parking management pilot to test the use of parking permits, rideshare collaboration, and real-time parking availability monitoring at selected Sound Transit parking facilities, and (2) Establishing an administrative fee of \$5 per quarter for high-occupancy vehicle parking permits and an administrative fee of \$33 per quarter for single-occupancy vehicle parking permits during the pilot period.

Brian Brooke, Research Policy and Development Director, Rachel Wilch, Associate Planner and Michael Miller, Customer Facilities and Accessible Services Manager, gave the staff presentation. Committee members spoke in favor of moving forward with the parking pilot program.

It was moved by Committee Vice Chair Marchione, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2013-59 be forwarded to the Board with a do pass recommendation.

Motion No. M2013-60: Authorizing the chief executive officer to execute an agreement with the King County Sheriff's Office to provide sworn law enforcement services between January 1, 2014 and December 31, 2019.

Ken Cummins, Chief Security Officer, gave the staff presentation. The Committee asked for additional information on how costs are separated by subarea.

It was moved by Committee Vice Chair Marchione, seconded by Boardmember Enslow, and carried by unanimous vote that Motion No. M2013-60 be forwarded to the Board with a do pass recommendation.

Motion No. M2013-61: Authorizing the chief executive officer to execute a contract with New Flyer Inc. to manufacture and deliver 22 sixty-foot buses in the amount of \$21,451,993, with a 5% contingency of \$1,072,600, for a total authorized contract amount not to exceed \$22,524,593.

Mike Perry, Deputy Executive Director of Transportation and Maintenance, and Dave Turissini, Bus Operations Manager, gave a staff presentation on Motion Nos. M2013-61 and M2013-62.

It was moved by Committee Vice Chair Marchione, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2013-61 be forwarded to the Board with a do pass recommendation.

Motion No. M2013-62: Authorizing the chief executive officer to execute a contract with Gillig Corporation to manufacture and deliver eight forty-foot buses in the amount of \$5,300,356, with a 5% contingency of \$265,018, for a total authorized contract amount not to exceed \$5,565,374.

It was moved by Committee Vice Chair Marchione, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2013-62 be forwarded to the Board with a do pass recommendation.

EXECUTIVE SESSION

None.

OTHER BUSINESS

None.

NEXT MEETING

Thursday September 5, 2013
1:00 to 3:00 p.m.
Ruth Fisher Boardroom

ADJOURN

The meeting was adjourned at 2:05 p.m.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Katie Flores
Board Coordinator

APPROVED on November 21, 2013, KWF