



## **SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING**

### **Summary Minutes**

**April 7, 2016**

### **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

(A) John Marchione, Redmond Mayor

Boardmembers

(P) Dave Earling, Edmonds Mayor

(P) Dave Enslow, Sumner Mayor

(P) Mary Moss, Lakewood Councilmember

(A) Dave Upthegrove, King County Councilmember

(A) Pete von Reichbauer, King County

Councilmember

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

### **REPORT OF THE CHAIR**

Chair Paul Roberts announced that the committee would be working from a revised agenda and would address business items earlier in the meeting while a quorum is present. Public comment on the Draft ST3 Plan released on March 24, 2016 would follow business items.

### **CEO REPORT**

Mr. Rogoff noted that U-Link daily ridership estimates are at more than 60,000 boardings since the segment opening. Sound Transit is now fully engaged in the ST3 Draft Plan public comment period. In addition to scheduled formal public open houses, staff provided presentations to many area City Councils and will provide many more presentations to regional groups throughout the month.

### **PUBLIC COMMENT ON BUSINESS ITEMS**

Alex Tsimerman, Stand Up America

### **BUSINESS ITEMS**

Items for Committee Final Action

Minutes of the March 3, 2016 Operations and Administration Committee Meeting

**It was moved by Boardmember Earling, seconded by Boardmember Moss, and carried by unanimous vote that the minutes of the March 3, 2016 Operations and Administration Committee meeting be approved as presented.**

Motion No. M2016-31: Authorizing the chief executive officer to execute a one-year contract with four one-year options with Purcell Paintings and Coatings to provide system-wide, on-call commercial painting and coating services for a total authorized contract amount not to exceed \$276,971.

David Huffaker, Deputy Executive Director, Operations and Support Services provided the staff report. Mr. Huffaker reported that the requested action would allow as needed touch-ups, coatings and re-painting of agency facilities to preserve both the aesthetics of structures and maintain a state of good repair. Sound Transit staff will issue work orders for services at both customer and administrative facilities. Mr. Huffaker explained that the contract provides an opportunity to expedite these services.

**It was moved by Boardmember Moss, seconded by Boardmember Enslow, and carried by unanimous vote that Motion No. M2016-31 be approved as presented.**

Motion No. M2016-32: Authorizes the chief executive officer to execute a contract with Columbia Ford Hyundai, Inc. to purchase cargo vans, hybrid compact cars, compact utility vehicles, and a passenger van for Sound Transit's non-revenue fleet for a total authorized contract amount not to exceed \$365,402.

Mr. Huffaker provided the staff report. He explained that new vehicles would replace a mixture of fourteen vehicles in Sound Transit's non-revenue fleet that are either more than ten years old, high mileage vehicles, or both. The procurement utilizes a "piggy-back" contract through the Washington State Department of Enterprise Services and all vehicles align with Sound Transit sustainability goals. Mr. Huffaker explained that the replaced vehicles would be labeled as surplus and made available on an e-bid type service to gain any remaining value from the vehicles.

**It was moved by Boardmember Enslow, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2016-32 be approved as presented.**

Motion No. M2016-33: Authorizes the chief executive officer to execute a contract with UTCRAS, Inc. to rebuild seven Tacoma Link light rail vehicle truck assemblies for a total authorized contract amount not to exceed \$317,592.

Paul Denison, Light Rail Operations Director provided the staff report. Mr. Denison requested approval of a contract to rebuild Tacoma light Link rail truck assemblies as part of the vehicle mid-life maintenance overhaul program. This program consists of inspection, testing, rebuilding or replacement of all major and minor components on the light rail vehicle, extending the useful life of vehicles by as much as fifteen years. While Sound Transit staff performs the majority of overhaul work, they are not equipped to test and rebuild the LRV truck assemblies. Staff will remove and ship the truck assemblies and perform minor component rebuilds around the truck assemblies. The Association of American Railroads has certified the proposed vendor to perform this work.

**It was moved by Boardmember Earling, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2016-33 be approved as presented.**

Motion No. M2016-35: Authorizes the chief executive officer to execute a contract amendment with Slalom Consulting to provide on-call software development and maintenance consulting services in the amount of \$300,000, for a new total authorized contract amount not to exceed \$487,000.

Jason Weiss, Chief Information Officer provided the staff report for the next five Information Technology (IT) related items. The proposed contract with Slalom Consulting would provide continued professional services for application development and consulting services for critical agency administrative applications. The action would provide additional funds needed to upgrade the contracts management system and continue to backfill positions as needed for continuity of business operations.

**It was moved by Boardmember Moss, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2016-35 be approved as presented.**

Motion No. M2016-36: Authorizes the chief executive officer to execute a contract amendment with SoftwareOne, Inc. to provide Microsoft licensing and support services in the amount of \$1,700,000, for a total authorized contract amount not to exceed \$4,000,000.

Mr. Weiss reported that the next three actions request amendments to extend existing contracts that "piggy-back" on State contracts. Sound Transit must adhere to the terms set forth in the State contracts and as the State extends those terms, Sound Transit may then amend contracts to match the State contracts.

The proposed amendment would extend the term to 2017 to align with the terms of the State contract. This contract would continue the use of Microsoft for Sound Transit servers, databases and employee workstations.

**It was moved by Boardmember Moss, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2016-36 be approved as presented.**

Motion No. M2016-37: Authorizes the chief executive officer to execute a contract amendment with CDW Government LLC to provide technology software, hardware, and related maintenance services in the amount of \$552,720 for a total authorized contract amount not to exceed \$750,000.

The proposed amendment would extend the term of the contract to February 2017 to align with the new State contract term. This contract provides standard IT hardware, software and peripherals. This includes cameras, laptops and licensing.

**It was moved by Boardmember Enslow, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2016-37 be approved as presented.**

Motion No. M2016-39: Authorizes the chief executive officer to execute a contract amendment with Consolidated Electrical Distributors, Inc. to provide technology software, hardware, and related maintenance services in the amount of \$383,600, for a total authorized contract amount not to exceed \$548,000.

The proposed amendment would extend the term to August 2017 to match the new State contract term. This contract provides electrical supplies including standard electrical parts for ticket vending machines and other transit systems in the field.

**It was moved by Boardmember Enslow, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2016-39 be approved as presented.**

## **REPORTS TO THE COMMITTEE**

### Ridership and Operations Report

Bonnie Todd, Executive Director, summarized the February 2016 Service Performance Report. Key ridership features compared with February 2015 included growth in all modes except Tacoma Link and paratransit services. System-wide ridership reached 2.78 million boardings, an increase of 9.9% over the same month last year. ST Express ridership increased by 3.9%. Sounder continues to show strong growth at 21%. Link is following a similar growth trend with an 18% increase in ridership. Next month, ridership numbers will include the U-Link services beginning March 19, 2016.

Key Service Performance Features included an improved ST Express on-time performance resulting from additional 5,000 service hours added in September but traffic and overcrowding continue to challenge Sound Transit's ability to meet this target. The preventable accident rate fluctuated slightly outside of the target range due to several minor collisions. Staff continue to work with partner agencies to address these types of issues.

Sounder met all performance targets but remains slightly below the year-to-date target for percentage of scheduled trips operated due to previous mudslide events. Tacoma Link met all performance targets for

the month. Link met all performance targets with the exception the percentage of scheduled trips operated. A pedestrian incident and subsequent investigation stopped service for an extended amount of time resulting in a number of cancelled trips. The combined fare evasion rate was 2.46%, a significant improvement and fare inspections met the target for the month.

In response to a Boardmember question about capacity to accommodate future growth in Sounder ridership, Ric Ilgenfritz, Executive Director of Planning, Environment, and Project Development, explained that the regional growth plan adopted by the PSRC forecasts continued population growth in all Sounder cities. Sound Transit has forecasted ridership growth in proportion to this projected population growth. The ST3 Draft Plan includes a proposed capital improvement program to provide the resources to continue to invest in the Sounder system to add capacity, increase service, and provide access improvements to stay ahead of growth. Ms. Todd added that the fall service change includes an added mid-day trip and that staff is planning to add a peak trip with the fall service change in 2017. Boardmember Moss requested that staff provide her with numbers for Lakewood boardings per day. Staff will provide the requested information after the meeting.

#### ST3 Draft Plan: Light Rail Operating Plan and Maintenance Requirements / ST Express Bus Service Assumptions and Maintenance Requirements

Karen Kitsis, Senior Planning and Project Development Manager, Paul Denison, Light Rail Operations Director, and David Huffaker, Deputy Executive Director, Operations and Support Services provided the presentation.

Ms. Kitsis reported that the two maintenance facilities scheduled to complete by the end of ST2 would support the system into the ST3 timeframe (2028). Once the West Seattle and Tacoma segments come online, new facilities would be required at Forest Street and Bellevue to support the additional system capacity. A final facility to service the North corridor is also included in the Draft ST3 Plan. The Forest Street and Southern maintenance locations would serve both the Ballard and new downtown tunnel segments. The Draft ST3 Plan includes assumptions about the general location of four facilities to support 460 vehicles. Represented facilities would support the entire regional system. Costs for these facilities are included in the cost for various projects.

Mr. Huffaker continued the presentation with information about ST Express and Bus Rapid Transit (BRT) System Operations assumptions. The ST3 Draft Plan funds approximately 600,000 annual platform hours of service. The general model assumes service levels to meet existing frequencies. Another assumption is that as BRT is established on the 405 corridor and state route 522, Sound Transit will discontinue ST Express service in those corridors to avoid duplication of services. As the system expands, local partners would also redeploy their services to meet the needs of the regional service network. Sound Transit continues to work closely with partners to align long-range plans and account for the high capacity network and future coordination of services.

The maintenance facility funded as part of ST2, depending on location, could provide maintenance capacity for approximately 50 BRT vehicles, a large portion of both ST2 and ST3 bus service programs. There are additional program funds included in the Draft ST3 Plan to support additional BRT capacity with new maintenance facilities that could be located at both the North and South ends of the 405 corridor. The Draft Plan is still in development but includes representative locations for the purpose of cost assumptions. Sound Transit is working closely with all its partner agencies to plan for and accommodate growth as a regional system.

Ms. Kitsis concluded the presentation by reviewing upcoming actions including continued collaboration between the operations and planning groups to further refine location and cost assumptions using the representative locations.

**PUBLIC COMMENT ON ST3 DRAFT PLAN**

None

**EXECUTIVE SESSION**

None

**OTHER BUSINESS**

None

**NEXT MEETING**

Thursday May 5, 2016  
1:00 to 3:00 p.m.  
Ruth Fisher Boardroom

**ADJOURN**

The meeting was adjourned at 1:49 p.m.

  
\_\_\_\_\_  
Paul Roberts  
Operations and Administration Committee Chair

ATTEST:

  
\_\_\_\_\_  
Katie Flores  
Board Administrator

APPROVED on August 4, 2016, LM