

Technical Advisory Group Recommendations Implementation Update

*System Expansion Committee
6/13/2024*



Why we are here

- Provide monthly status update on agency staff implementation of Technical Advisory Group (TAG) recommendations.
- Review the TAG Action plan, timelines, and recent activity.
- Discuss transition to the next phase of TAG implementation.
- No decision or action by the Board requested today.

Recommendation 1

Rebuild trust and clarify the roles and responsibilities of the ST Board & Staff

June/End of Q2 and Ongoing

- Implement new staff report template on actions coming to the Board
- Begin conversation on identified options for updated Board bylaws, procedures and policies that may facilitate delegation of authority and decision making to the lowest level reasonable.

Key Progress Updates

- Board Programmatic Workplan was finalized and distributed to Board.
- Updated staff report template, including staff recommendation and cost/schedule impact analysis section therein

Recommendation 2

Introduce an experienced megaproject capital program executive team.

June/End of Q2 and Ongoing

- Hire and onboard Executive Director positions in the Capital Program.
- Roll out functional analysis and organizational restructure framework to the full Agency and begin implementation.

Key Progress Update

- Terri Mestas, DCEO – Mega Capital Projects Delivery is fully onboarded.
- Deputy position descriptions have been finalized and recruitment is underway.
- Second phase of Agency restructuring process has begun. This work is led by the newly formed CEO Leadership Cabinet and involves a deep functional analysis of the agency structure to ensure work is being done in the right place, at the right level.

Recommendations 3 & 4

Internal improvements

June/End of Q2 and Ongoing

- Internal Change Control reforms will be complete.

Key progress update

- Average invoicing time remains under the 30-day industry standard.
- 60-day timeframe for contract change orders has been communicated as the underlying Agency expectation; the agency's project tracking system has been updated to track this progress
- Process improvement guidelines have been established and communicated to project staff to achieve 120-day contract close out standard.

Recommendation 5

Strengthen and enforce an agency betterment policy.

June/End of Q2 and Ongoing

- Board will have the opportunity to consider adopting updated Scope Control and Betterments Policy.
- Internal agency procedures to implement updated Betterments and Scope Control Policy will be developed (pending Board passage).

Key progress updates

- Finalized and shared proposed Scope Control and Betterments policy update for Board consideration.

Recommendation 6

Engage the FTA as a delivery partner equally invested in delivering regional transit.

June/End of Q2 and Ongoing

- Review and remapping of Sound Transit-FTA relationship will be complete.
- Obtain FTA review of West Seattle Link Extension Final EIS.

Key progress update

- Ongoing constructive conversations in progress to enhance broader FTA-ST relationship.

TAG Recommendation Implementation

Transitioning to the next phase of implementation

Key Initiatives to provide more durable change

- Organizational restructuring for efficiency and collaboration.
- Implementation of a Project Management Information System (PMIS).
- Procurement and contracting reform.
- Staff Training.

Invest in industry partnerships to become the Owner of Choice

- Contractor roundtables and partnering sessions.
- Integration of industry group training and participation.
- Build equity into processes to support and promote DBEs, as well as workforce development in underrepresented communities.
- Smooth onboarding and transition processes with selected partners.

Thank you.



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