

**AGENDA**  
**INTERCITY TRANSIT AUTHORITY**  
**SPECIAL MEETING**  
**June 19, 2013**  
**5:30 P.M.**

**CALL TO ORDER**

- |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>1.</b>  | <b>APPROVAL OF AGENDA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>1 min.</b>  |
| <b>2.</b>  | <b>INTRODUCTIONS - None</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>0 min.</b>  |
| <b>3.</b>  | <b>PUBLIC COMMENT</b><br><i>Public Comment Note: This is the place on the agenda where the public is invited to address the Authority on any issue. The person speaking is requested to sign-in on the General Public Comment Form for submittal to the Clerk of the Board. When your name is called, step up to the podium and give your name and address for the audio record. If you are unable to utilize the podium, you will be provided a microphone at your seat. Citizens testifying are asked to limit testimony to three minutes.</i> | <b>10 min.</b> |
| <b>4.</b>  | <b>CITIZEN ADVISORY COMMITTEE REPORT (Valerie Elliott)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>3 min.</b>  |
| <b>5.</b>  | <b>YOUTH PROGRAM AND PRESENTATION OF STUDENT WORK (Erin Scheel/Maya Heiland)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>25 min.</b> |
| <b>6.</b>  | <b>2013 BICYCLE COMMUTER CONTEST UPDATE (Duncan Green)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>15 min.</b> |
| <b>7.</b>  | <b>PROPOSED SEPTEMBER SERVICE ENHANCEMENTS (Dennis Bloom)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>35 min.</b> |
| <b>8.</b>  | <b>HAWKS PRAIRIE PARK-AND-RIDE - APPROVAL OF CHANGE ORDER (Marilyn Hemmann)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>5 min.</b>  |
| <b>9.</b>  | <b>SECURITY CAMERA CONSULTANT SERVICES (Jeff Peterson)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>5 min.</b>  |
| <b>10.</b> | <b>AUTHORITY ISSUES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>10 min.</b> |
| <b>11.</b> | <b>EXECUTIVE SESSION - Collective Bargaining Agreement with Amalgamated Transit Union Local 1765 (Heather Stafford)</b>                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>15 min.</b> |

**ADJOURNMENT**

**INTERCITY TRANSIT AUTHORITY  
SPECIAL MEETING  
AGENDA ITEM NO. 5  
MEETING DATE: June 19, 2013**

**FOR:** Intercity Transit Authority

**FROM:** Erin Scheel, Youth Education Specialist, 705-5836  
Maya Heiland, 705-5817

**SUBJECT:** Youth Program and Presentation of Student Work

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1) **The Issue:** To highlight the work of Intercity Transit's Smart Moves youth education partnerships, and allow students and school staff to share their work on sustainable transportation and community development. We will be joined by Tom Condon, Komachin Middle School science teacher, and several of his award-winning students, as well as Michael T. Simmons Elementary Dean of Students, Andrew Rondeau.

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2) **Recommended Action:** For information and discussion.

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3) **Policy Analysis:** The Authority supports outreach and education to youth as part of Intercity Transit's overall objective to increase ridership, raise awareness of alternative transportation and its value, and encourage and support community sustainability.

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4) **Background:** Intercity Transit began a youth education program in mid 2007 as a strategic element to expand the agency's outreach, education and marketing to an important audience - youth. The Smart Moves youth education program was also intended to expand Intercity Transit's partnerships and raise awareness and use of alternative transportation within our community.

The program, which has grown dramatically since it began, reaches thousands of students across Olympia, Lacey, Tumwater and Yelm each year, as well as many teachers, school administrators, community members and parents. There are seven distinct elements to the agency's Smart Moves work:

- On-Bus "rolling classroom" demonstrations
- Walk n' Roll activities
- Bike PARTners Build-a-Bike program
- Undriving program
- Science of Transportation classroom lessons
- Healthy Kids-Safe Streets Action Plan

- Community events

Staff will share an overview of what's been happening with our youth education work and, specifically, highlight two recent examples of staff work with educators and students:

- "The Science of Transportation" after-school program with Andrew Rondeau, Dean of Students at Michael T. Simmons Elementary (Tumwater), introducing several short student-produced videos on sustainable communities.
- Green Building and Transportation Tour with Komachin Middle School (Lacey) science teacher Tom Condon introducing several students and their Model Green Buildings. Students will discuss the importance of sustainable transportation.

Intercity Transit's Smart Moves program is part of the agency's Marketing & Communications division and is coordinated by Erin Scheel. Our youth education work expanded in part thanks to the addition of Maya Heiland, our grant-funded youth education assistant.

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5) **Alternatives:** N/A

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6) **Budget Notes:** The agency's youth education work is funded with one permanent FTE position and a \$24,000 budget. Beyond this, the program has been very successful in creating partnerships and securing grant funding - including WSDOT and EPA grant partnerships with the City of Olympia and the Thurston Regional Planning Council.

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7) **Goal Reference:** Goals: #1 *"Assess the transportation needs of our community."* #2 *"Provide outstanding customer service."* #4 *"Provide responsive transportation options."* #5 *"Align best practices and support agency sustainable technologies and activities."*

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8) **References:** Healthy Kids - Safe Streets Action Plan.

# Healthy Kids – Safe Streets Action Plan



**Initiatives to encourage kids to walk, bike & bus to school**

## Goals

- Build a generation of safe and healthy walkers, bike riders, and bus riders
- Promote regular physical activity so students stay strong, healthy, and ready to learn
- Reinforce good traffic safety skills

## The Problem

Too few students walk, bike, or take the bus. Too many parents drive students to school. Too few students get enough daily physical activity. *Did you know that 50 % of students living within a 1/2 mile of school are driven to school?*

## The Result

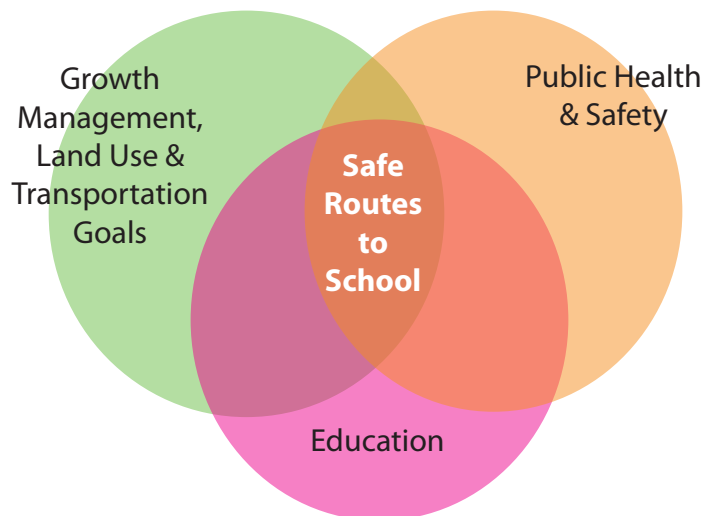
Parents driving students to school account for:

- 25% of morning peak hour traffic
- a decrease in safety, air quality, student health and readiness to learn (due to lack of exercise)
- a lack of knowledge and experience needed to be safe pedestrians and cyclists

### Partners in the Plan:

Parents  
Local School Districts & School Staff  
Intercity Transit  
Local Governments  
Thurston Regional Planning Council  
Thurston County Health & Social Services  
Olympic Region Clean Air Agency  
State Department of Transportation  
State Department of Health

## Healthy Kids - Safe Streets Action Plan Achieves Shared Goals



**This Action Plan** results from school and community stakeholder ideas and Walk & Roll demonstration project findings. The plan identifies strategies, programs and policies that address school, transportation, and community health issues.

# Healthy Kids - Safe Streets Action Plan

## Next Steps

- 1. Review of Action Plan.** Stakeholder groups commit to take action and identify advocates.
- 2. Create a Safe Routes to School Coordination Team** to advocate for the Action Plan initiatives; apply for funding to support programs and infrastructure improvements; and serve as a resource for school site analysis. Identify a facilitator for the team. Members should include at least school districts, and jurisdiction planning/public works. Adjunct representation should include Thurston County Health & Social Services, Intercity Transit and Thurston Regional Planning Council.
- 3. Identify a Safe Routes liaison within each school district** to act as a contact with school principals to develop the required Safe Routes Walking and Biking map and possible expansion of the Walk & Roll program.
- 4. Complete Safe Routes Walking and Biking Map for each school in the county.** State law requires Safe Routes maps for all schools by September 2013. Determine responsibility and most effective and efficient way to complete maps. Identify safety improvements as part of the process.

## Programs to Develop or Expand

- 1. Develop Walk & Roll program template and "How To" manual** for program expansion to additional schools.
- 2. Identify ways to sustain and build Walk & Roll type school-based incentive programs at additional schools.**
- 3. Identify funds needed to support staff and program** such as stipends for school coordinators or incentive programs.

## Policies to Incorporate in Plans

### School District and Local Government:

- 1. Establish early communication about infrastructure improvements** to identify opportunities to collaborate, co-locate or connect facilities to encourage walking, biking, and transit use.
- 2. Consider the long range costs and benefits of school siting decisions** including long term transportation costs to the community as a whole (school districts, households), and the costs and benefits to student health.

- 3. Collaborate on school design and infrastructure improvements** at the beginning of the design process to maximize opportunities for walking, biking and transit use.

### State:

- 1. Advocate state policy change for school siting guidelines.**
- 2. Encourage state policy change related to school retrofit and maintenance.**
- 3. Add state policy or incentive to locate schools on transit routes or within walking distance of large student populations.**
- 4. Advocate for state policy directive to contribute to infrastructure improvements and programs** targeted to students living within a mile of school – instead of yellow school bus funding in these areas.

For more information, including draft policy language, go to [www.trpc.org/programs/transportation/regional+planning/walkandroll](http://www.trpc.org/programs/transportation/regional+planning/walkandroll)

## The "Five E's" - Strategies for Healthy Kids - Safe Streets

### Education

Teach children about the broad range of transportation choices; instruct them in lifelong bicycle and walking safety skills; and launch driver safety campaigns near schools.

- Integrate bicycle, pedestrian, and transit education into school curriculum. **\*SD**
- Assist school districts in creating **Safe Routes Walking and Biking Map** for each school per state law. **SD, TRPC, CO, PTO**
- Create a **community outreach plan** to raise awareness and promote walking and biking to school. **SD, IT, LG, CO**
- Address **parental concerns** through outreach campaign. **PTO**

### Encouragement

Use events and activities to promote walking and bicycling.

- **Maintain and expand existing school-based encouragement programs** like Walk & Roll. **SD, IT, LG, TRPC, PTO**
- **Identify a leader** within the school to coordinate bike and walk programs. **SD**
- **Hold annual study sessions** with school boards to review new walking, biking, and transit related initiatives. **SD, SRTS**
- **Identify a funding source** to provide subsidized transit passes for the school community. **IT, SD**
- **Establish a school district policy** to give physical education credits to students for walking and biking. **SD**
- **Support state and local policies** encouraging flexible work hours so parents can walk or bike with children. **S**

### Enforcement

Partner with local law enforcement and community programs to increase awareness, slow speeds, and increase traffic safety.

- **Slow speeds and reduce idling through "Pace Car" campaign.** Drivers pledge to drive within the speed limit and not idle. **IT, TRPC, SD, NA, PTO**
- **Initiate a Walking School Bus** (either school or parent-run) to give more students an opportunity to walk with an adult leader. **SD, PTO, CO**
- **Analyze the effect of shifting school start time** by 15 minutes to alter traffic volume and increase safety for biking and walking. **SD, LG, CO**
- **Work with high schools to develop alternatives** to drive alone vehicle use and encourage closed campuses at lunch to enhance student safety. **S**

### Engineering

Improve opportunities to walk & bike through school siting & design of walkways, bikeways, & street connections.

- **Adopt a policy for school districts and jurisdictions on school and community facility siting and infrastructure planning and design.** **SD, LG**
- **Advocate changes to state policies relating to school size, school siting guidelines, and transportation funding** to encourage easily accessible neighborhood schools. **SRTS**
- **Make sidewalks, bike lanes, lighting and crossing improvements a high priority** within 1/2 mile of schools. **S**
- **Separate modes of travel at arrival points at schools** to avoid bike and pedestrian conflicts with cars. **SD, LG**

### Evaluation

Monitor and document trends and outcomes to identify the most effective strategies.

- **Survey families annually to track successes and identify challenges.** Administer the Safe Routes to School Survey through schools. **SD, PTO, SRTS**
- **Engage Parent Leaders. Create a Walk & Roll Parent Steering Committee** to plan and share ideas between and among schools. **PTO, SRTS**
- **Seek input and leadership from school staff, parents and students** to fit strategies and messages to each school's needs. **PTO, SRTS**
- **Track vehicle use reductions around schools** to monitor success of walking and biking initiatives. **CO, LG, SRTS**



Walk & Roll is a grant supported project demonstrating how to build and sustain partnerships that will result in a new generation of healthy

and safe walkers, cyclists and bus riders and reduce trips to and around school. "Walking & Wheeling Wednesdays" are part of the project.



### \* STAKEHOLDERS

CO - Community Organizations  
IT - Intercity Transit  
LG - Local Government  
NA - Neighborhood Associations  
PTO - Parent-Teacher Organizations

S - Stakeholders  
SD - School District  
SRTS - Safe Routes to School Coordination Team  
TRPC - Thurston Regional Planning Council

## Testimonials

*"This is really good because we need to get our kids healthy and doing active things at home and at school."*

-Elementary school parent on International Walk to School Day

*"It was a wonderful morning for the two of us to have the time to walk and notice the little things in the neighborhood."*

-Elementary school parent

*"We rode our bikes this morning. It was freezing, but it was great fun!"*

-Madison Elementary parent on a Walking & Wheeling Wednesday

## Did You Know...

*40 years ago, 50% of students walked or rode bikes to school. Today fewer than 15% travel on their own steam.*

*Over the last 40 years, childhood obesity has gone from 4% to 17% (2008 figure). In the last decade, obesity in youth has doubled.*

*By the end of the Walk & Roll program's first year, 57% of students walked or cycled to school and only 17% arrived by car. At the beginning of the year 47% arrived by car and only 24% walked or cycled.*

## Partnerships and Success Stories

### Problem: How to build a generation of safe and healthy walkers, bike riders and bus riders

#### Action Taken:

Walk & Roll school-based encouragement demonstration programs at three elementary schools included: monthly flyers with walk/bike safety tips; "Walking & Wheeling Wednesday" encouragement, prizes for participation, contests, safety assemblies.

*Walk & Roll Program Partnership included Thurston Regional Planning Council, Intercity Transit, Olympia School District and Madison, Roosevelt, and Pioneer elementary schools, Safe Kids, City of Olympia, State Department of Transportation - Highways and Local Programs – Safe Routes to School, U.S. Centers for Disease Control and State Department of Health.*



### Problem: Overcoming barriers regarding student travel to school

#### Safety Issue

#### Action Taken:

- "Stranger danger" fears addressed at two Walk & Roll sponsored "Safety Without Fear" interactive forums with a child development specialist.
- Pedestrian and bike safety education through monthly Walk & Roll event flyers, special walk/bike safety classes for students and parents, school safety assemblies with visits by police and Intercity Transit Youth Program coordinator.
- New "Pace Car" and Anti-Idling pledge program to slow driving speeds and promote clean air.
- Initiation of Walking School Bus with several parents walking with a group of students to and from school.
- Identification of infrastructure safety issues.

#### Distance Issue (i.e. too far to walk/bike)

#### Action Taken:

- Walk & Roll program focuses on urban schools and students living within a mile of school.
- Walk & Roll program addresses issues and supports a culture of changed attitudes toward student travel to school throughout the school community.
- Walk & Roll program encourages:
  - students traveling by bus to take the long way around the block to get to and from the bus stop;
  - students who must be driven encouraged to park several blocks from school and walk in.
- Action Plan recognizes the importance of school siting. The Plan recommends that school site cost/benefit analysis consider long term student transportation costs and the benefits of making walking and biking to school possible for more students.



#### Weather Issue

#### Action Taken:

- Walk & Roll encouragement programs, prizes and contests resulted in participation no matter what kind of weather. Ongoing survey data continues to inform the process.

## For more information:

On Youth Programs, contact: **Erin Scheel**  
Intercity Transit Youth Education Specialist  
**360-705-5839** or [escheel@intercitytransit.com](mailto:escheel@intercitytransit.com)

On Action Plan, contact: **Kathy McCormick**  
Thurston Regional Planning Council Senior Planner, AICP  
**360-956-7575** or [mccormk@trpc.org](mailto:mccormk@trpc.org)

**INTERCITY TRANSIT AUTHORITY  
SPECIAL MEETING  
AGENDA ITEM NO. 6  
MEETING DATE: June 19, 2013**

**FOR:** Intercity Transit Authority

**FROM:** Duncan Green, BCC Specialist, 705-5874

**SUBJECT:** 2013 Bicycle Commuter Contest Update

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- 1) **The Issue:** Brief the Intercity Transit Authority on the results of the 2013 Bicycle Commuter Contest.
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- 2) **Recommended Action:** For information and discussion.
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- 3) **Policy Analysis:** Intercity Transit made encouragement and promotion of transportation options a key part of its mission. This includes non-motorized alternatives like bicycling. The agency took over the Bicycle Commuter Contest in 2006.
- 
- 4) **Background:** This year's Bicycle Commuter Contest (BCC), which ran the full month of May, resulted in the highest level of community participation in its 26-year history. Over 1,650 people registered for the 2013 event.

Bicycling is a significant element in Thurston County, and Intercity Transit's incorporation of bicycling into its trip reduction and alt mode promotion has been received well. Under the agency's guidance, the program has seen increasing participation, enthusiastic sponsorship, and strong event attendance and media attention. The BCC broadened and sustained successful partnerships between Intercity Transit, local jurisdictions, the business community, and the general public as well as generated public goodwill.

This is Intercity Transit's eighth year administering this countywide event, coordinated through the Marketing & Communications division. For the fifth consecutive year, Duncan Green directed the BCC and related efforts as a temporary employee (a six month position). He is assisted by Kris Fransen, lead Intercity Transit staff involved in commute trip reduction activities with commuters and area employers.

Intercity Transit has been recognized by the American Public Transportation Association with an Ad Wheel Award, a top marketing honor within the public transportation industry, for the Bicycle Commuter Contest.

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5) **Alternatives:** N/A

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6) **Budget Notes:** The cost of the Bicycle Commuter Contest is largely staff time for one temporary position. The annual budget for the BCC is \$20,000; however, expenditures are usually less than this amount due to sponsorships and in-kind support.

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7) **Goal Reference:** Goal #4, *"Provide responsive transportation options."* Goal #2, *"Assess the transportation needs of our community."*

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8) **References:** N/A

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**INTERCITY TRANSIT AUTHORITY  
SPECIAL MEETING  
AGENDA ITEM NO. 7  
MEETING DATE: June 19, 2013**

**FOR:** Intercity Transit Authority

**FROM:** Dennis Bloom, Planning Manager, 5832

**SUBJECT:** Proposed September Service Enhancements

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- 1) **The Issue:** Staff will propose two new inter-county service improvements slated to begin September 30, 2013. These are “trial service improvements” since on-going funding is currently not assured.
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- 2) **Recommended Action:** Discussion only. The Authority scheduled a public hearing on July 3, 2013, to review and take public comments on the proposed service enhancements.
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- 3) **Policy Analysis:** Agency policy requires a public review and comment process occur before the Authority approves proposals that make a significant service change.
- 
- 4) **Background:** Last October, Intercity Transit applied for operating funds for two proposals from the Washington State Department of Transportation’s Regional Mobility Grants program. The statewide competitive process, which the state legislature has been funding since 2006 with about \$40 million per biennium, approved a 2013-2015 budget package that includes Intercity Transit’s two proposals:
- a) Supporting a new Olympia Express route between Tumwater and Lakewood, including the purchase of three additional coaches. We are considering up to 11 round trips per weekday (grant + local match = \$3,669,511).
  - b) Extending Sound Transit’s current weekday Route 592 Express Bus service from DuPont to Seattle to begin in Olympia. Six trips north in AM peak and six trips south in PM peak (grant + local match = \$662,503).

We anticipate implementing these two inter-county weekday services routes on Monday, September 30. A public review process and information will be available to the public starting early June through the hearing date in July. Open houses and information distribution is anticipated during June as well. The public hearing will be held Wednesday, July 3, 2013. Final review,

recommendations, and adoption of these service changes would be expected to come before the Authority on July 17, 2013.

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5) **Alternatives:** N/A

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6) **Budget Notes:** Approval of this service expansion is contingent upon Authority grant approval, which they approved at their meeting on June 5<sup>th</sup>.

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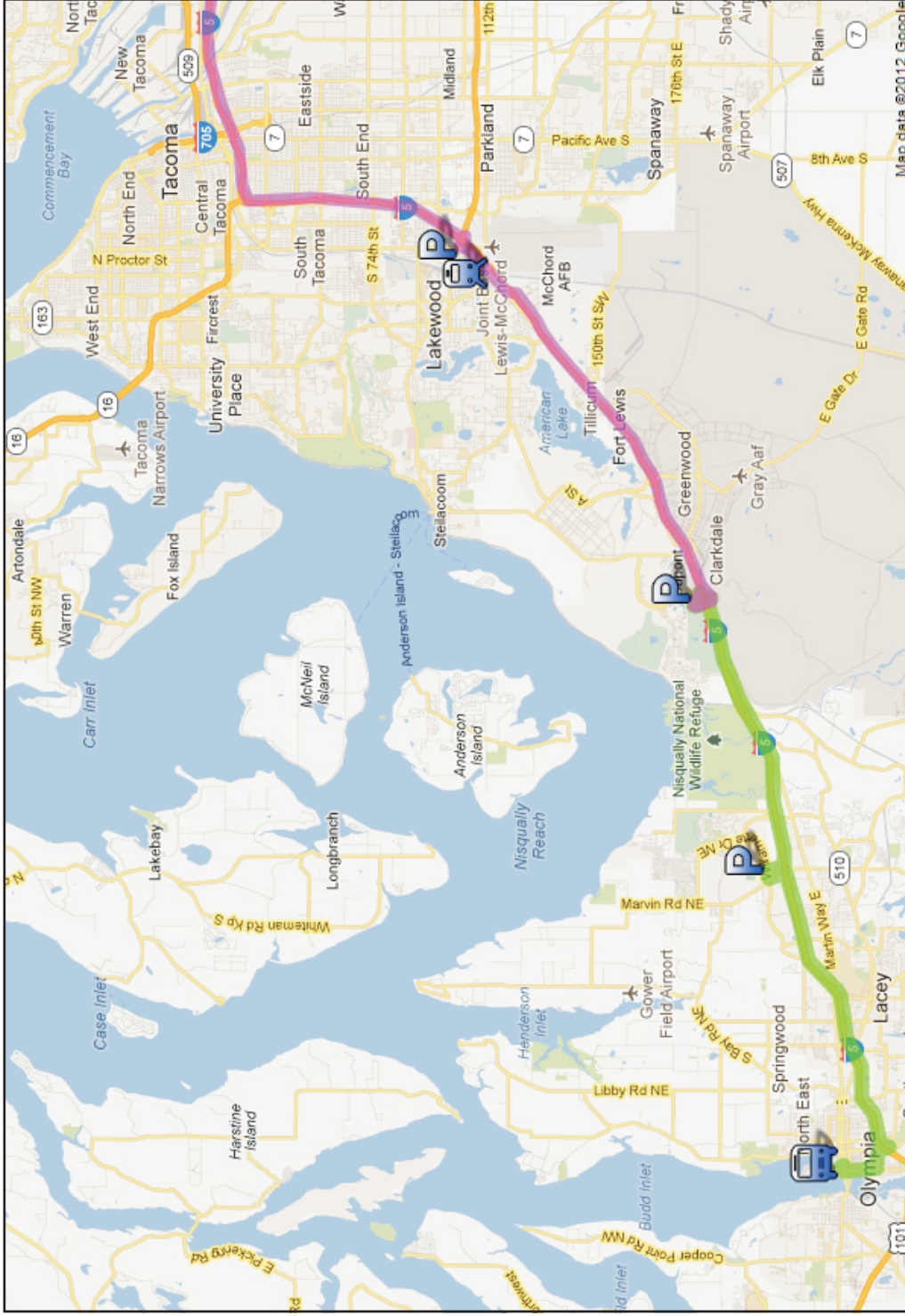
7) **Goal Reference:** Conducting a public hearing for proposed service changes is a set policy of the Authority, which is reflected in Goal#1: *“Assess the transportation needs of our community.”*

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8) **References:** Proposed route maps. Additional materials will be distributed at the meeting.

# Regional Mobility Grants Section 4 - Maps





## Intercity Transit Olympia - Seattle Express Bus Service



### **Olympia - Seattle: ST 592 Extension**

- Olympia - DuPont
- I-5 Corridor: MP 105 - 118
- Complete Rt 592: Olympia - Seattle:
- I-5 Corridor MP 105 - 163
- Serving P&R Lots:
- :: Lacey - Hawks Prairie
- :: DuPont - DuPont Station
- :: Lakewood - Lakewood St & SR 512

### Rt 592 Extension

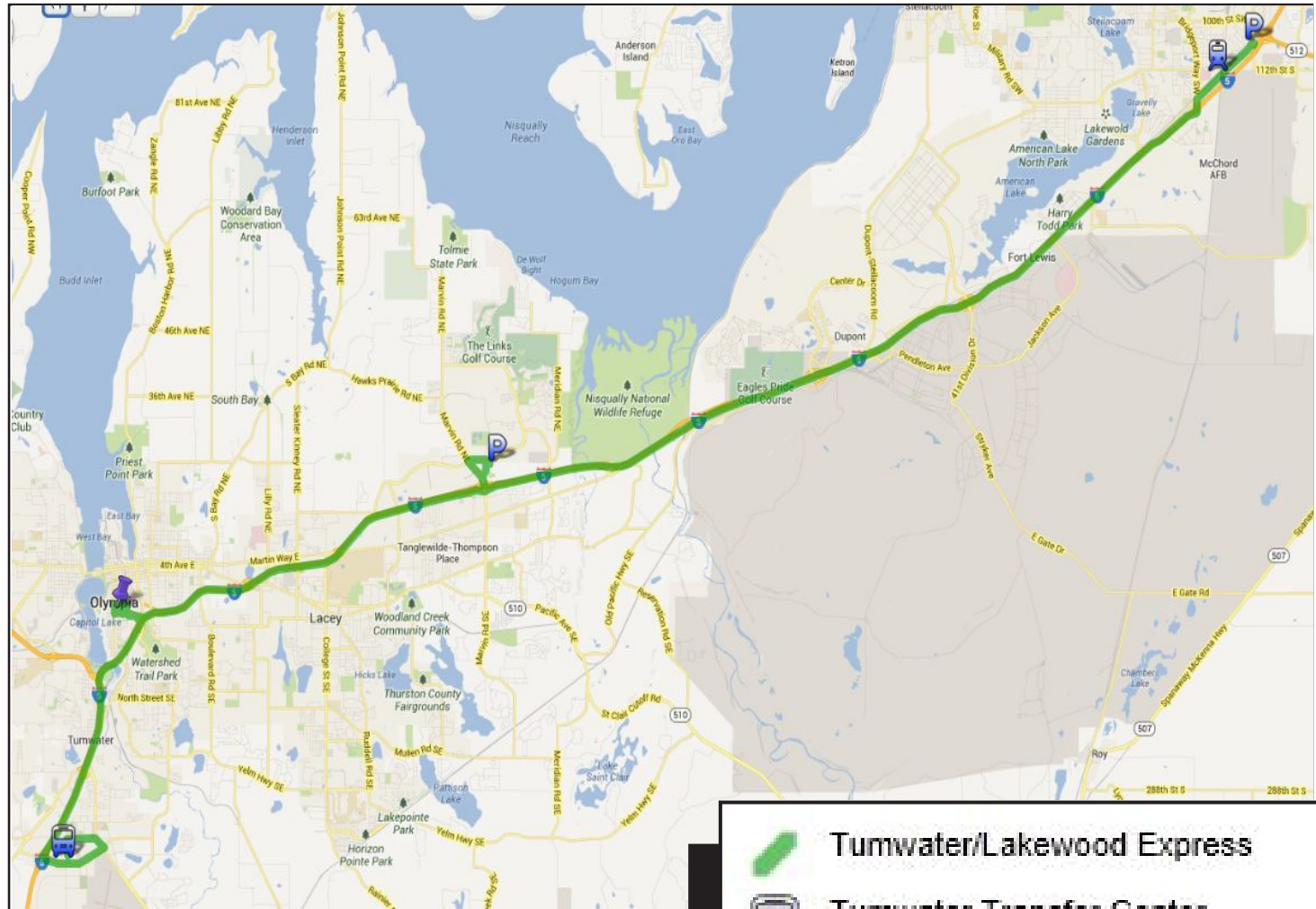
-   Olympia Transit Center
-  Hawks Prairie P&R
-  DuPont Station/P&R

### Rt 592 DuPont/Lakewood/Seattle

-   Lakewood Station/P&R
-  SR 512 P&R
-  Seattle - Downtown

# Regional Mobility Grants Section 4 - Maps

## Intercity Transit Tumwater/Lakewood Express Bus Service



-  Tumwater/Lakewood Express
-  Tumwater Transfer Center
-  Capitol Campus
-  Hawks Prairie P&R
-  Lakewood Station/P&R
-  SR 512 P&R

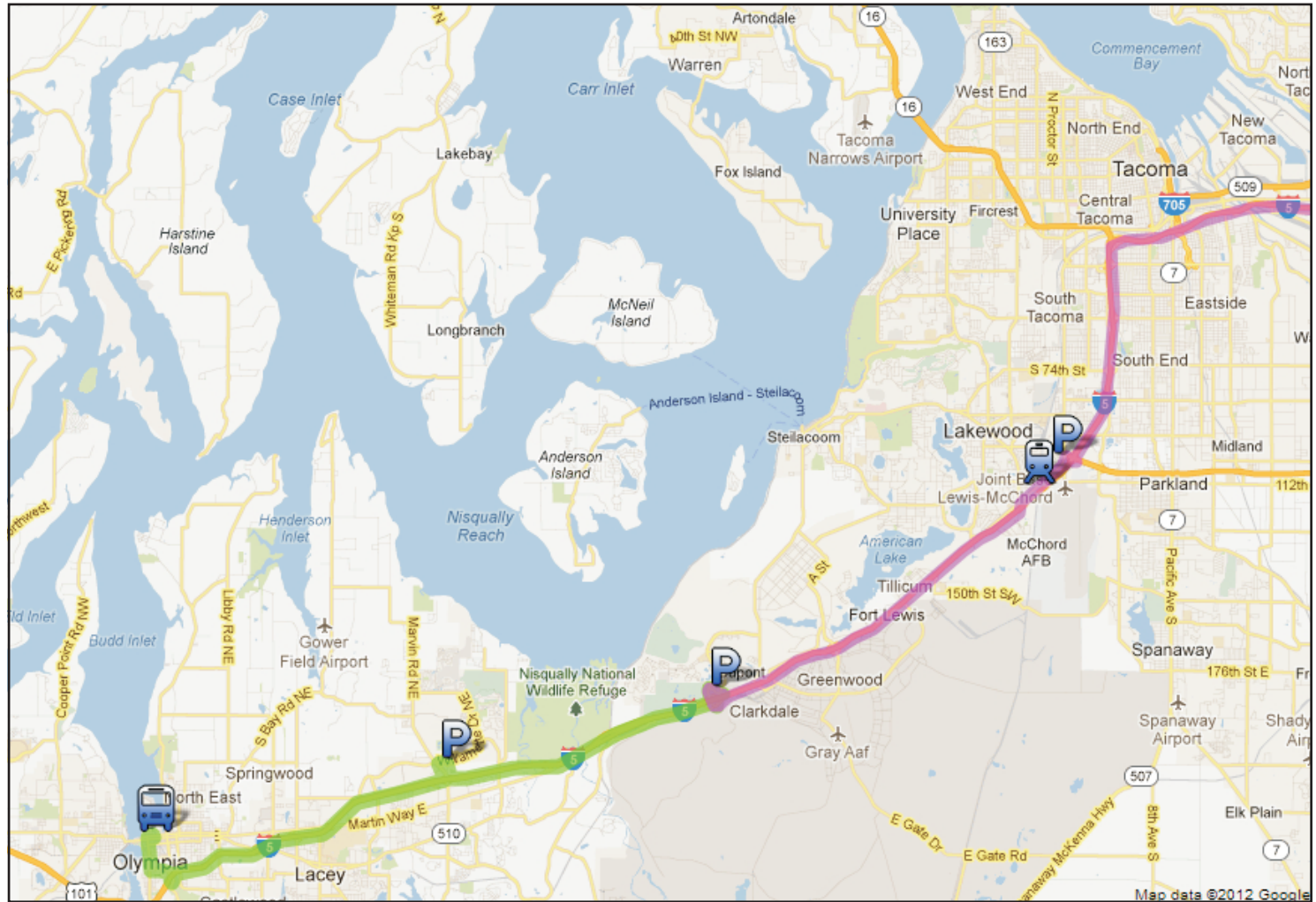
### Tumwater/DuPont/Lakewood Express

Tumwater - Lakewood  
I-5 Corridor: MP 101 - 124  
Serving P&R Lots:  
:: Tumwater P&R?  
:: Lacey - Hawks Prairie  
:: Lakewood - Lakewood ST & SR 512

# Regional Mobility Grants

## Section 4 - Maps

### Intercity Transit Olympia - Seattle Express Bus Service



#### Olympia - Seattle: ST 592 Extension

Olympia - DuPont









I-5 Corridor: MP 105 - 118

Complete Rt 592: Olympia - Seattle:

I-5 Corridor MP 105 - 163

Serving P&R Lots:

- :: Lacey - Hawks Prairie
- :: DuPont - DuPont Station
- :: Lakewood - Lakewood St & SR 512

	<u>Rt 592 Extension</u>		<u>Rt 592 DuPont/Lakewood/Seattle</u>
	Olympia Transit Center		Lakewood Station/P&R
	Hawks Prairie P&R		SR 512 P&R
	DuPont Station/P&R		Seattle - Downtown

INTERCITY TRANSIT AUTHORITY  
SPECIAL MEETING  
AGENDA ITEM NO. 8  
MEETING DATE: June 19, 2013

**FOR:** Intercity Transit Authority

**FROM:** Marilyn Hemmann (360) 705-5833

**SUBJECT:** Hawks Prairie Park-and-Ride -- Approval of Change Order

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1) **The Issue:** Whether to approve the final change order for the Hawks Prairie Park-and-Ride project.

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2) **Recommended Action:** Authorize the General Manager to approve the final change order request from Scarsella Brothers in the amount of \$33,715.

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3) **Policy Analysis:** The procurement policy states the Authority must approve any expenditure over \$25,000.

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4) **Background:** Scarsella Brothers, the contractor for construction of the Hawks Prairie Park-and-Ride, is under contract until October 2013 when the period of plant establishment ends.

Procurement, KPFF and Scarsella Brothers reviewed all of the bid items and change orders to compare final quantities and labor against the original bid specifications. KPFF reviewed all of their monitoring records and Scarsella's documentation to confirm numbers. This final reconciliation subtracts cost under-runs and adds cost overruns to provide a final adjustment to the contract amount. KPFF reduced the number of items eligible for reconciliation to 37 items, engaged in further review, and negotiated costs down where deemed appropriate.

Two larger bid item overruns were identified. Due to uneven settlement of the site and unanticipated conditions in the refuse layer, significantly more dewatering was required than estimated in the bid document. Also due to the uneven settlement of the site and the unanticipated variation in the height of the refuse layer, significantly more old liner had to be removed and disposed of at the WARC.

While this change order is asking for additional compensation for the contractor, in general the cost underruns and negotiations outweighed cost additions and significantly reduced these two largest cost overruns. Staff believes the amount of this change order is fair and reasonable and recommends its approval.

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- 5) **Alternatives:**
- A. Authorize the General Manager to approve the final change order request from Scarsella Brothers in the amount of \$33,715.
  - B. Defer Action. Deferring action will delay closeout of the contract.
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- 6) **Budget Notes:** The 2013 budget includes \$396,200 to complete this project. Inclusion of this change order is within the 2013 budget.
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- 7) **Goal Reference:** Goal 4: *"Provide responsive transportation options."*
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- 8) **References:** N/A
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**INTERCITY TRANSIT AUTHORITY  
SPECIAL MEETING  
AGENDA ITEM NO. 9  
MEETING DATE: June 19, 2013**

**FOR:** Intercity Transit Authority  
**FROM:** Jeff Peterson, 705-5878  
**SUBJECT:** Security Camera Consultant Services

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- 1) **The Issue:** Whether to consider a contract amendment for security camera consultant services for the Lacey Transit Center and Martin Way Park-and-Ride.
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- 2) **Recommended Action:** Authorize the General Manager to enter into a contract amendment with Hargis Engineers in the amount of \$22,045.00, including taxes.
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- 3) **Policy Analysis:** The procurement policy states the Authority must approve any expenditure over \$25,000. Although this item is below the threshold, this is an amendment to our existing agreement and will bring the total not-to-exceed value to \$47,000.00.
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- 4) **Background:** Intercity Transit identified the need to develop an integrated security camera system infrastructure. In September 2012, a contract was awarded to Hargis Engineers to assist in developing guidelines for planning and integrating camera systems for existing and future facilities, so the overall system will run on uniform hardware and a single software platform.

The initial 2012 contract included developing plans to update the Olympia Transit Center camera system, update several cameras at the Pattison Facility and provide preliminary cost estimates for the Lacey Transit Center. The contract allowed for amendments for additional camera projects as they are funded in each year's budget.

The 2013 budget includes funding for security camera consultant services for two projects: implementing a camera system at the Lacey Transit Center and replacing the license plate identification camera at the Martin Way Park-and-Ride.

Hargis Engineers submitted a price proposal for design, specifications, plans, and project assistance for the provision and installation of the Lacey Transit Center camera system and replacement of the license plate camera at the Martin



Way Park-and-Ride. Procurement reviewed the proposal, negotiated costs, and determined the proposed costs are fair and reasonable.

Hargis Engineers has proven to be a valued partner as we have progressed in the development and standardization of our overall camera system. Staff believes we will continue to receive advantageous camera technology, coverage and service to mitigate risk and increase the safety of our customers and employees. Staff recommends the approval of this contract amendment for Hargis Engineers.

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5) **Alternatives:**

- A) Authorize the General Manager to enter into a contract amendment with Hargis Engineers in the amount of \$22,045.00, including taxes.
- B) Defer action. This will delay the implementation of a new camera system at the Lacey Transit Center. It will also delay installation of more accurate license plate identification cameras at the Martin Way Park-and-Ride.

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6) **Budget Notes:** The 2013 budget includes \$304,000 for the Lacey Transit Center security camera project and for the Martin Way Park-and-Ride camera upgrade.

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7) **Goal Reference:** Goal 3: *“Maintain a safe and secure operating system.”* Goal 5: *“Align best practices and support agency sustainable technologies and activities.”*

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8) **References:** N/A.

**INTERCITY TRANSIT AUTHORITY  
SPECIAL MEETING  
AGENDA ITEM NO. 11  
MEETING DATE: JUNE 19, 2013  
EXECUTIVE SESSION**

**FOR:** Intercity Transit Authority

**FROM:** Heather Stafford, Human Resources Director, 705-5861

**SUBJECT:** Collective Bargaining Agreement with Amalgamated Transit Union Local 1765

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1) **The Issue:** To provide a review of the arbitration hearing with Amalgamated Transit Union Local 1765, scheduled for June 17 and June 18, 2013.

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2) **Recommended Action:** Informational only.

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3) **Policy Analysis** The Intercity Transit Authority must approve any collective bargaining agreement between Intercity Transit and the Amalgamated Transit Union 1765. The General Manager is responsible for negotiating the details of the agreement.

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4) **Background:** Amalgamated Transit Union 1765 represents Intercity Transit's Operators, Customer Service Representatives, and Dial-A-Lift Dispatch Specialists. The current collective bargaining agreement expired on December 31, 2011. Parties have been unsuccessful negotiating a successor labor agreement, despite months of negotiations and mediation this past Spring. An arbitration hearing is scheduled for June 17 and June 18, 2013, where Arbitrator Howell Lankford will hear the parties' issues. We anticipate a decision from Arbitrator Lankford around September. The new agreement will cover the period from January 1, 2012, to December 31, 2014.

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5) **Alternatives:** N/A

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6) **Budget Notes:** This collective bargaining agreement sets the wage levels for the majority of Intercity Transit employees. This agreement will also influence wages and benefits for non-represented employees and negotiations with maintenance employees.

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7) **Goal Reference:** This item meets Goal 2: *"Provide outstanding customer service."*

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8) **References:** N/A