

AGENDA
INTERCITY TRANSIT AUTHORITY
October 3, 2012
5:30 P.M.

CALL TO ORDER

1) **APPROVAL OF AGENDA** **1 min.**

2) **INTRODUCTIONS - None** **0 min.**

3) **PUBLIC COMMENT** **10 min.**

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.

The Authority will not typically respond to your comments this same evening; however, they may ask some clarifying questions.

4) **APPROVAL OF CONSENT AGENDA ITEMS** **1 min.**

A. Approval of Minutes: September 5, 2012, Regular Meeting;
September 19, 2012, Joint Meeting.

B. Payroll: August 2012 Payroll in the amount of \$2,550,519.79.

C. 2013 Draft Budget - Public Hearing: Schedule a public hearing for Wednesday, November 7, 2012, 5:30 p.m., to receive and consider comments on the 2013 draft budget. *(Ben Foreman)*

D. Strategic Plan - Schedule a Public Hearing: Schedule a public hearing to receive and consider comments on the 2013-2018 Strategic Plan for October 17, 2012, 5:30 p.m., and schedule October 17, 2012, as a special meeting. *(Rhodetta Seward)*

E. Transit Pass Printing and Delivery: Authorize the General Manager to enter into a one-year contract, with two, one-year options to extend, with Tumwater Printing for the provision of monthly passes, daily passes and reduced fare stickers in an amount not-to-exceed \$23,555, including taxes, for the initial one-year period. *(Erin Hamilton)*

F. Cancel November 21, 2012, Work Session: Cancel the Wednesday, November 21, 2012, Work Session. (*Rhodetta Seward*)

5) PUBLIC HEARINGS

A. Proposed Fixed Route - Dial-A-Lift Fare Increase (*Dennis Bloom*) **20 min.**

B. Proposed Vanpool Fare Increase (*Carolyn Newsome*) **20 min.**

6) COMMITTEE REPORTS

A. Thurston Regional Planning Council (*Sandra Romero*) **3 min.**

B. Transportation Policy Board (*Ed Hildreth*) **3 min.**

C. TRPC Sustainable Development Task Force (*Karen Messmer*) **3 min.**

D. Citizen Advisory Committee (*Michael VanGelder*) **3 min.**

7) NEW BUSINESS

A. Surplus Van Grant Program (*Carolyn Newsome*) **10 min.**

B. General Manager Recruitment Process (*Heather Stafford*) **20 min.**

8) GENERAL MANAGER'S REPORT **10 min.**

9) AUTHORITY ISSUES **10 min.**

10) EXECUTIVE SESSION - Interim General Manager **30 min.**

ADJOURNMENT

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
September 5, 2012

CALL TO ORDER

Chair Thies called the September 5, 2012, regular meeting of the Intercity Transit Authority to order at 5:30 p.m., at the administrative offices of Intercity Transit.

Members Present: Chair and Citizen Representative Martin Thies; City of Lacey Mayor Virgil Clarkson; Thurston County Commissioner Sandra Romero; City of Tumwater Councilmember Ed Hildreth; City of Yelm Councilmember Joe Baker; City of Olympia Councilmember Nathaniel Jones; Citizen Representative Karen Messmer; Citizen Representative Ryan Warner; and Labor Representative Karen Stites.

Staff Present: Mike Harbour; Rhodetta Seward; Dennis Bloom; Ann Freeman-Manzanares; Marilyn Hemmann; Meg Kester; Jon Licht; Jim Merrill; Carolyn Newsome; Jeff Peterson; Karl Shenkel; and Pat Messmer.

Others Present: Legal Counsel Tom Bjorgen and Citizen Advisory Committee (CAC) member Julie Hustoft.

APPROVAL OF AGENDA

It was M/S/A by Mayor Clarkson and Commissioner Romero to approve the agenda as published.

APPROVAL OF CONSENT AGENDA ITEMS

It was M/S/A by Councilmember Hildreth and Councilmember Jones to approve the consent agenda as presented.

- A. Approval of Minutes:** August 1, 2012, Regular Meeting; August 15, 2012, Work Session.
- B. Accounts Payable:** Warrants dated July 13, 2012, numbers 11673-11788 in the amount of \$1,521,772.13; warrants dated July 27, 2012, numbers 11798-11908 in the amount of \$637,531.96, for a monthly total of \$2,159,304.09. Warrants dated August 10, 2012, numbers 11912-12026 in the amount of \$862,248.22; warrants dated August 24, 2012, numbers 12028; 12030-12131 in the amount of \$5,446,588.23, for a monthly total of \$6,308,836.45.

Intercity Transit Authority Regular Meeting

September 5, 2012

Page 2 of 9

- C. **Public Hearing on 2013 Vanpool Fare Increase:** The Authority scheduled a public hearing on October 3, 2012, 5:30 p.m., to receive and consider public comments concerning a proposed 10 percent vanpool fare increase.
- D. **Setting Public Hearing Date for Proposed Fare Changes:** The Authority scheduled a public hearing on October 3, 2012, 5:30 p.m., to receive comments on proposed changes for Fixed Route and Dial-A-Lift service.
- E. **Surplus Property:** Declared the property listed on Exhibit "A" as surplus property.
- F. **Security Camera Consultant Service:** Authorized the General Manager to enter into an agreement with Hargis Engineers in the amount of \$24,955.00, including taxes.

Chair Thies referred to the surplus vehicles and offered a suggestion. Should funding become available, Intercity Transit may be able to offer surplus vehicles (not buses or vans) to be used as "shared vehicles." He believes if people had minimum access to a vehicle they would use transit more often because they wouldn't need their own car.

COMMITTEE REPORTS

- A. **Thurston Regional Planning Council (TRPC).** Commissioner Romero reported TRPC meets Friday, September 7, 2012.
- B. **Transportation Policy Board (TPB).** Councilmember Hildreth reported the TPB meets Thursday, September 13, 2012.
- C. **TRPC Sustainable Development Task Force.** Citizen Representative Messmer reported the Task Force met August 27. Their discussion circled back to the topic of the bigger vision. There was information pulled together by staff called scenario building. They also talked about measuring. The Task Force meets again on September 24, 2012.
- D. **Citizen Advisory Committee.** Hustoft reported the CAC met on August 20. They received updates on the Environmental Sustainability Management System (ESMS) and Vanpool fare increase options. Regarding the proposed fare increases, Hustoft noted the CAC expressed concerns about losing ridership and whether Intercity Transit fares are comparable to other transit agencies. The majority of the CAC felt Option C worked best for fixed route and Dial-A-Lift. Other CAC members preferred Option B.

NEW BUSINESS

- A. Evergreen State College Late Night Service.** Bloom briefed the Authority on the request to authorize a reimbursement contract with The Evergreen State College (TESC) for continuation of "Late Night" service. This service began in 2008, and operates on Fridays, Saturdays, and Sundays during the school year.

It was M/S by Commissioner Romero and Mayor Clarkson to authorize the General Manager to renew the reimbursement agreement with TESC for providing Late Night Service during the 2012-2013 academic year (Fall, Winter, Spring Quarters) at a cost of \$42,471.

Hildreth asked about the percent increase over last year's contract. Bloom responded it's an increase of 2.36%. Bloom explained this contract is for a separate service to provide buses to TESC for late night service only, and does not tie into regular bus fares.

Clarkson asked if revenues are equal or exceed the actual cost. Bloom responded it's billed at our cost which is \$104 per hour.

Warner asked if the service provides Dial-A-Lift rides. Bloom responded the contract provides for accompanying Dial-A-Lift (DAL) service. In the five years we've operated the service, Dial-A-Lift was requested once.

Jones asked what expenses are covered. Bloom responded marginal costs are covered which include the cost for the Operator, fuel and maintenance.

Motion carried unanimously.

- B. Smart Corridors Project Funding and Local Match.** Bloom explained this request is a follow up to the presentation given at the August 15, 2012, work session by TRPC staff.

Jones asked where does the central management software reside. Bloom responded each of the jurisdictions control their own traffic signals, and the intent is for there to be a coordinated effort for all jurisdictions to share common software that recognizes each other.

Clarkson asked does our portion of cost relate to increasing the number of buses or are we limited to a basic number of buses we expect to put into use. Bloom responded the estimate currently includes a minimum of 15 buses that currently operate along the two major corridors in this demonstration project. The equipment

cost per bus is over \$9,000. If we increased the number of buses, we'd have to pick up that extra cost.

It was M/S/A by Councilmember Jones and Citizen Representative Messmer to authorize the General Manager to accept CMAQ funding for Intercity Transit's portion of the Smart Corridors project, including the requirement of 13.5% in local matching funds.

- C. 2013 Draft Budget /2013-2018 Strategic Plan Calendar.** Foreman provided an update on the proposed 2013 Draft Budget and 2013-2018 Strategic Plan Calendar. The 2013 budget is tentatively scheduled for Authority adoption on December 5.

Messmer noted if the Authority doesn't adopt a budget at the December 5 meeting, then a special meeting needs to be held soon afterwards to make the deadline.

- D. Maintenance Contract for ACS System.** Hemmann reported in 2008, Intercity Transit completed the installation of the ACS radio system and entered into a five-year maintenance agreement. This is our fifth and last year of the contract, and the Inventory Supervisor reviewed the previous twelve months to determine what ACS equipment needed to be replaced. Some of the equipment is aging and needs to be replaced through a replacement cycle. If we purchased the equipment from ACS over the previous twelve months, our cost would be \$320,000, so the maintenance agreement was very beneficial.

It was M/S/A by Commissioner Romero and Councilmember Hildreth to authorize the General Manager to make payment to ACS Transport Solutions for the final year of the current five year maintenance contract for the agency radio system in the amount of \$168,565, including taxes.

- E. Hawks Prairie Park-and-Ride - Approval of Change Orders.** Hemmann reported staff recommends approval of two change orders for additional refuse and subgrade fill removal at the Hawks Prairie Park-and-Ride project. Staff allowed for contingency amounts in the budget due to many unknown factors, and if all change orders are approved, we are still under budget.

Hemmann provided a detailed explanation indicating the need for the change orders. She said as grading work progressed across the site to establish proper surface elevations and slopes, many unexpected high areas of refuse were uncovered. Large runs of pipe were removed to construct the required gravel bed. The initial layer of structural material, known as the geogrid fabric, was placed on at least six inches of good fill to perform properly. This process required additional removal of refuse, and landfill waste was encountered in areas not anticipated in the original plans. After evaluating the situation and possible options, it was determined there was no feasible mitigation, and the contractor was directed to continue establishing the proper grade.

Romero referred to accounts payable check #00011758 in the amount of \$740,493.74 payable to Scarsella Brothers, and asked if this is a regular payment over time or is it closing out the remainder of the contract? Harbour replied payment was based on work they completed and this amount was for a bill they turned submitted for work to date.

Hildreth asked if work already began on change orders # 4 and #5. Hemmann confirmed work began. They couldn't come up with a not-to-exceed amount until they knew how much refuse was there. Hildreth is concerned with the large dollar amount of these change orders, and the fact that Authority has no choice but to approve them. He understands it is not always possible to wait for Authority approval on necessary ongoing work. However, when there are sizable change requests, he would prefer the Authority be made aware it's going to happen before they a request for approval is before them. Hemmann noted she kept Harbour informed of the situation. Hildreth acknowledged Harbour briefed the Authority of changes; however, the cost was not part of the briefing.

Hemmann passed around a sample of the geogrid material. Baker asked how long will the material hold the landfill up. Hemmann replied the material has a long life and explained there will be a number of layers using the geogrid and other materials.

Since the project is nearing completion, Thies asked if staff is aware of all unknown situations. Hemmann replied yes. At this point going forward, it is all normal construction.

It was M/S/A by Councilmember Jones and Commissioner Romero to authorize the General Manager to approve Change Order Request #4 from Scarsella Brothers in a not-to-exceed amount of \$655,543.80 for the removal and disposal of excess landfill refuse, and approve Change Order Request #5 in a not-to-exceed amount of \$152,460.00 for the removal of excess subgrade fill.

- F. Short and Long Range Planning Consultant.** Hemmann reported staff recommends contract award to Nelson/Nygaard Consulting Associates, Inc. Nelson/Nygaard has extensive experience with short and long range planning for transit. Their approach fits our needs, and staff believes they will lead a successful plan development process.

Thies noted the agenda document refers to "the project" and asked for clarification. Hemmann replied the services the consultant's will provide as a result of this award will be fulfilling the scope and specifications of the request for proposal and qualifications.

Thies asked if we used services similar to this before. Hemmann replied yes.

Thies asked how long is the duration of their services. Hemmann replied eight months. Bloom added it depends on the amount of time required for the public process. Thies asked if staff views this as a timely purchase. Hemmann responded yes. It's been 6 ½ years since completing our last short and long range plan, and our goal is to complete this type of plan every six years.

It was M/S/A by Citizen Representative Messmer and Citizen Representative Warner to authorize the General Manager to enter into a contract with Nelson/Hygaard Consulting Associates, Inc. in the amount of \$79,959 for the provision of short and long range planning services.

- G. 2013-2018 Strategic Plan – Capital Program.** Harbour reported on Intercity Transit's anticipated capital program needs, expenses, and revenues over the 6-year period covered by the Strategic Plan, and it also extends beyond another six years because in 2018 there will be major bus purchases. He referred to Working Paper #5 and reviewed key points.

Intercity Transit has been successful obtaining both federal and State of Washington grant funds to complete major capital projects. Over the past several years, grants provided funds for major capital projects such as the Hawks Prairie Park-and-Ride Facility; Martin Way Park-and-Ride Facility; Olympia Transit Center; Coach Replacement; and Expansion and Replacement Vanpool Vehicles.

Harbour noted due to the major change in Moving Ahead for Progress in the 21st Century (MAP-21) process, Intercity Transit will see an increase of approximately \$700,000 per year in allocated federal funding, but will not have discretionary capital funds available. Beginning with federal FY 2012, Intercity Transit began receiving federal funds distributed by the Puget Sound Regional Council.

Intercity Transit obtained grant funds for its bus replacement program through 2017 and funding is secured for the Olympia Transit Center and Hawks Prairie Park-and-Ride projects. However, the largest remaining capital project is the expansion and renovation of the Pattison Street Operations and Maintenance facility. This project is budgeted at \$3,200,000 for final engineering and \$22,500,000 for construction. However, it is unlikely significant amounts of federal funding will be available for this project.

Harbour referred to a list of capital projects taking place over the next six years, and highlighted some of the major projects coming in 2013. The elimination of discretionary capital funding with MAP-21 creates a significant impact on Intercity

Transit's ability to fund major capital projects. The agency also faces a significant challenge in 2018 to meet bus fleet replacement needs. Therefore, an additional source of capital funding is required. Staff recommends the Authority consider levying the final 0.1% of sales tax and dedicating this revenue to capital projects. This would generate \$3.5 to \$4.0 million per year. A request to the voters should be considered for the August 2013 or 2014 primary election. This would provide adequate funds to complete the Pattison Street expansion and manage the replacement of buses in 2018.

Messmer noted a different way of looking at the capital side of the budget would include what she calls the maintenance, upkeep, and minor replacement budget for things like roof replacement and painting, which would become an ongoing annual schedule. If each item we own was on a replacement or renovation cycle, then we would build that in and calculate as an annual expense.

Thies asked if there are other options beyond another sales tax increase. Harbour replied TIGER funds may still be available; however, they are very competitive funds and our chance of receiving them is small. Also available is a low interest loan called the TIFIA Program which is part of MAP-21.

Messmer asked if a transportation benefit district can spend its money on transit service. Harbour replied yes.

Clarkson asked if we do not go forward with the Pattison expansion project now, what is the life expectancy at the current level of operations. Harbour replied we are operating beyond capacity of the facility today; however, we can continue using offsite offices. The biggest restraint is fleet vehicle parking. We can't add new service because that requires adding buses to the fleet and there is no room to expand the fleet.

Hildreth added if the Authority moves forward with another sales tax initiative and voters don't approve it, a contingency plan needs to be put into place.

H. Regional Mobility Grants. Harbour reviewed the potential Regional Mobility Grant projects for the 2013 – 2015 biennium which are due in October for fiscal year beginning July 2013. We anticipate the State of Washington will allocate \$40 million for the program. Harbour seeks Authority direction on whether to move forward with applying for these applications.

Intercity Transit proposes two applications:

- New express service providing direct, limited stop service between Olympia and Seattle. This service would extend the existing Sound Transit Route 592 to Thurston County. The estimated cost would be approximately \$420,000

- per year with a local cost of \$84,000 per year. The service would be operated by Sound Transit through a contract with Intercity Transit.
- New express service connecting Tumwater, the Capitol Campus, the new Hawks Prairie Park-and-Ride facility, DuPont and Lakewood Station. This service would be coordinated with existing service in the corridor to improve midday and peak service. The service cost is approximately \$578,250 per year with a local cost of \$115,650 per year.
 - Other potential applications include new express service connecting Lewis County, south Thurston County, the Tumwater Town Center area and the Olympia Transit Center, and increased service on the existing express service in the I-5 corridor between Thurston County and Pierce County.

Thies asked if there is a downside to applying for these grants. Harbour said one downside is the amount of staff time needed to complete the applications.

Clarkson said instead of express service from Thurston County to Seattle, did staff consider increasing the service available where the train is going to stop. Harbour responded the Tumwater to Lakewood service is designed to meet the train.

The Authority directed staff to go forward with the application process.

GENERAL MANAGER'S REPORT

ATU labor negotiations are moving into **arbitration**.

Fixed route boardings set another monthly record in August. The final tally of 360,671 topped August 2008 by almost 11,000 (3.1%). This marks the fifth time this year ridership broke a monthly record.

Emily Bergkamp was accepted into the 2013 Leadership APTA program; **Ann Freeman-Manzanares** graduates from the 2012 program in October.

Authority Chair Martin Thies **moderates a session on bikes and transit** at the APTA Annual meeting in October. **Councilmember Ed Hildreth and Citizen Representative Karen Messmer** will also attend the annual meeting along with staff.

The **Washington State Transit Association** will begin working on a state funding package.

Two **public hearings** scheduled for October 3 will have a robust public process for the fare increase consideration, including seven open house events, on-bus and online surveys, and outreach to vanpool riders, Dial-A-Lift and fixed route customers.

Intercity Transit Authority Regular Meeting
September 5, 2012
Page 9 of 9

Intercity Transit was well represented at the **WSDOT conference** with the Maintenance Rodeo Team taking second in the state, and an operator placing second in the Van Division.

Councilmember Jones left the meeting.

AUTHORITY ISSUES

Thies and Clarkson are unable to attend the September 19 joint meeting.

ADJOURNMENT

It was M/S/A by Councilmember Baker and Mayor Clarkson to adjourn the meeting at 7:21p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

Martin J. Thies, Chair

Rhodetta Seward
Director of Executive Services/
Clerk to the Authority

Date Approved: October 3, 2012

Prepared by Pat Messmer, Recording Secretary/
Executive Assistant, Intercity Transit

Minutes
INTERCITY TRANSIT AUTHORITY - CITIZEN ADVISORY COMMITTEE
Joint Meeting
September 19, 2012

CALL TO ORDER

Vice Chair Hildreth called the September 19, 2012, joint meeting of the Intercity Transit Authority and Citizen Advisory Committee (CAC) to order at 5:30p.m., at the administrative offices of Intercity Transit.

Members Present: Thurston County Commissioner Sandra Romero; City of Tumwater Councilmember Ed Hildreth; City of Olympia Councilmember Nathaniel Jones; City of Yelm Councilmember Joe Baker; City of Lacey Councilmember Jeff Gadman (alternate); Citizen Representative Karen Messmer; Citizen Representative Ryan Warner; and Labor Representative Karen Stites.

Members Excused: Chair and Citizen Representative Martin Thies; and Mayor Virgil Clarkson.

CAC Members Present: Steve Abernathy; Wilfred Collins; Jill Geyen; Roberta Gray; Meta Hogan; Julie Hustoft; Don Melnick; Kahlil Sibree; Joan O'Connell; Mackenzie Platt; Charles Richardson; Midge Welter; and Rob Workman.

CAC Members Excused: Faith Hagenhofer; Dani Burger; Valerie Elliott; Sreenath Gangula; Catherine Golding; Carl See; and Michael Van Gelder.

Staff Present: Rhodetta Seward; Ann Freeman-Manzanares; Meg Kester; Erin Scheel; Karl Shenkel; and Pat Messmer.

APPROVAL OF AGENDA

It was M/S/A by Citizen Representative Messmer and CAC member Melnick to approve the agenda as presented.

INTRODUCTIONS

Everyone present provided self-introductions.

YOUTH EDUCATION PROGRAM UPDATE

Kester acknowledged Erin Scheel and Maya Heiland for their extraordinary efforts coordinating the Youth Education Program. Scheel provided an update on the agency's Smart Moves Youth Education and Safe Routes to School Programs. Highlights included:

- The Smart Moves program is in its fifth year.
- The goal is to build the next generation of safe and healthy bus riders, walkers and bikers.
- Intercity Transit partners with others in the community:
 - TRPC
 - Cities of Olympia, Lacey, Yelm, Tumwater, and Thurston County
 - All four School Districts
- Safe Routes to School is a National and International Movement – It's a Federal Program where Intercity Transit obtains most of its grant money.
- Safe Routes to School includes the following education programs:
 - Walk n'Roll
 - Parent Workshops
 - School Newspapers
 - Science of Transportation Classes
 - Rolling Classroom
 - Bike Rodeos
 - Bike PARTners
 - Transit Fairs at Family Events
- Undriving Program
- Pace Car safe driving program

Staff reviews baseline surveys at the beginning and end of the school year. Intercity Transit ranked the highest of any school in the state of post grant sustaining biking and walking trends. For example at Roosevelt Elementary School in Olympia, twenty-five percent of the students continue to bike and walk to school almost every day. In the 2011 school year, we reached over 8,000 students in 20 schools. This number does include the three area colleges.

Intercity Transit requested grants for 2013-2016 and submitted seven applications to continue outreach and education, and the Bike PARTners and Walk n'Roll programs.

Scheel took questions from the members.

Platt asked if the programs help clear up misconceptions about riding the bus. Scheel responded she does her best to reduce stereotyping.

Workman asked if staff received comments from students regarding updated schedules at all bus stops. Scheel acknowledged it is important to have updated schedules at the bus stops; however, it appears most students go online for that information. Kester responded there is a program to update all of the shelters with current bus schedules. It becomes more challenging at stops where there is no shelter. Staff updates transit information in all formats (electronic, on display or printed material) and ensures it's accessible when within reason to do so.

Gadman suggested the staff provide the route information to the students in a graphical format to make it easier for them to understand bus routes. This may help convince their parents riding the bus is a good idea.

2012 CAC SELF-ASSESSMENT RESULTS

Hildreth congratulated the Citizen Advisory Committee (CAC) for having 100% participation in completing the self-assessment. Seward provided an overview and referred to a handout indicating a comparison between last year's assessment and the 2012 assessment. She noted the following highlights:

- There is good representation of the community which includes a combination of the cross section of age, gender, and ethnicity.
- The CAC suggested adding a user of the vanpool or village van programs.
- The definition of "community" was discussed and they agreed community is not defined specifically by the CAC, but is defined by the participant when filling out the assessment.
- Several positive comments regarding the CAC adding value to the Authority's decisions.
- They agreed the meetings are run well.
- Eight-nine percent agreed they feel comfortable contributing at the meetings.

Seward noted the CAC would like the Authority's opinion about their contributions, and if there is anything else the CAC could be doing.

Abernathy congratulated the CAC for their creativity in "thinking outside the box." The CAC looks at more ways to be inclusionary in order to get a much broader and deeper representation. Abernathy asked for comments.

Intercity Transit Authority/CAC Joint Meeting

September 19, 2012

Page 4 of 6

Messmer said having a CAC with this much energy and involvement is valuable to the Authority. She noted on assessment question number 7, "I am prepared for the meetings," the percentage of those who felt they are prepared decreased from last year, and she asked if there is anything staff could do to help them better prepare for meetings. Hustoft confirmed she receives the electronic packets and usually the hard copy of the packet arrives a week before the meeting. However, there are instances when she receives the hard copy three days before the meeting and this doesn't allow her enough time to review packets.

Workman said he often doesn't feel prepared for the meetings because as a person with a mobility disability the sidewalk access to the facility is problematic from Martin Way when he uses fixed route. He's frustrated by the time he enters the building and finds it difficult to focus on the meeting after he arrives.

O'Connell too receives an electronic packet and said she generally receives her paper packet Thursday or Friday before the meeting which doesn't allow her enough time to read the material. She isn't willing to give up her weekend to read her materials; she suggested sending the packets out sooner.

Gray suggested within the agenda packet staff provide a summary indicating the most critical issues to be discussed at the meeting, and highlight decisions the Authority will make.

There was also discussion regarding the handouts distributed at the meetings which doesn't give attendees time to read and absorb the information. Attendees agreed they'd like to see all materials accompany the packets.

Hildreth acknowledged the many contributions of the CAC and appreciates the feedback and new perspective the CAC brings to the Authority.

O'Connell asked if it's possible to put something on the website to allow the public to post comments and questions for the CAC.

Gray suggested the Authority members who attend the CAC meetings be more interactive and make more of a connection during the meetings.

Romero left the meeting.

OLYMPIA TRANSIT CENTER EXPANSION UPDATE

Freeman-Manzanares provided an update on the status of the Olympia Transit Center Expansion and noted the following highlights:

- Staff decided to go with a metal roof instead of a planted roof.
- The building went from a 2 ½ -story facility to a 2-story facility.
- The CAC and the Authority approved incorporating public art.
- Staff discovered the soil is contaminated and is opting to drive piles rather than have a floating foundation.
- Staff received a recommendation from the geotechnical engineers to not pursue a true rain garden.
- An additional structure will be built to house the garbage and recycling, and the only space available is on State Avenue.
- Staff continues to work with the City of Olympia to define the requirements for the property.
- The facility is not in the FEMA 100-year flood zone. The City of Olympia did a considerable amount of work calculating sea level rise and would like new development to voluntarily comply.
- We went through a redesign process and flipped the customer services side of the building so both entrances are in the thru-way between the buildings, so it will ramp up from the sidewalk and ramp down to the transit island.
- Value Engineering takes place October 31 through November 2. The design team will update construction costs prior to the value engineering.
- Construction starts in the summer of 2013 and should be completed late summer/fall of 2014.

Freeman-Manzanares took questions and comments.

Baker left the meeting.

AUTHORITY / CAC ISSUES

Workman thanked staff for updating the transit guide. He suggested placing the accessible services information, especially Dial-A-Lift services, and the rules of the road closer to the front of the guide. He also suggested including what changes were made to the guide.

Hustoft noted South Puget Sound Community College will no longer charge for student parking. She suggested staff take a survey at the end of the year to determine if there are ridership changes due to the no parking fees. Kester responded staff will conduct a survey in the fall during consumer orientations at all of the colleges, and ridership levels can be determined at that time.

Intercity Transit Authority/CAC Joint Meeting

September 19, 2012

Page 6 of 6

Richardson said several friends expressed concern regarding the limited fixed route service on Sunday. Transit is their primary means of transportation and service on Sunday is "aggravating." He asked if there is consideration to increase service on Sunday.

Geyen appreciates the raised platforms, particularly on Route 67.

Platt thanked staff for adding the "One Bus Away" feature. She said it's a brilliant idea and she uses it often.

O'Connell shared a public comment she received recently.

Workman suggested a photo be taken of the Authority and CAC members at future ITA/CAC joint meeting.

ADJOURNMENT

It was M/S/A by Citizen Representative Warner and CAC member Hustoft to adjourn the meeting at 7:27 p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

Martin J. Thies, Chair

**Rhodetta Seward
Director of Executive Services/
Clerk to the Authority**

Date Approved: October 3, 2012

Prepared by Pat Messmer, Recording Secretary/
Executive Assistant, Intercity Transit

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-C
MEETING DATE: October 3, 2012

FOR: Intercity Transit Authority

FROM: Ben Foreman (705-5813) – bforeman@intercitytransit.com

SUBJECT: 2013 Draft Budget – Public Hearing

-
- 1) **The Issue:** To schedule a public hearing to receive and consider comments on the 2013 Draft Budget.
-
- 2) **Recommended Action:** Schedule a public hearing for Wednesday, November 7, 2012, 5:30 p.m., to receive and consider comments on the 2013 draft budget.
-
- 3) **Policy Analysis:** It is the policy of the Intercity Transit Authority to review and accept comments from the public prior to adopting the annual budget. The draft budget documents rest heavily on the proposed Strategic Plan the Authority will have the opportunity to adopt during the November 7th meeting. The Strategic Plan states the Authority’s wishes regarding service levels. The service levels are the prime driver of our proposed expenses for 2013.
-
- 4) **Background:** By setting this public hearing, staff will be able to present the draft budget for public comment on November 7, 2012. The Authority will receive budget updates through October, and on Wednesday, October 17, 2012, the Authority will receive their copy of the draft budget. The 2013 draft budget will then be made available to the public beginning Thursday, October 18, 2012.
-
- 5) **Alternatives:** N/A
-
- 6) **Budget Notes:** All
-
- 7) **Goal Reference:** The annual budget impacts all agency goals.
-
- 8) **Reference:** N/A

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-D
MEETING DATE: October 3, 2012

FOR: Intercity Transit Authority

FROM: Rhodetta Seward, 705-5856

SUBJECT: Strategic Plan - Schedule a Public Hearing

- 1) **The Issue:** Whether to schedule a public hearing on the Intercity Transit 2013-2018 Strategic Plan for October 17, 2012, and schedule October 17, 2012, as a special meeting.

- 2) **Recommended Action:** Schedule a public hearing to receive and consider comments on the 2013-2018 Strategic Plan for October 17, 2012, 5:30 p.m., and schedule October 17, 2012, as a special meeting.

- 3) **Policy Analysis:** There is no legal requirement for the Authority to conduct a public hearing on the Strategic Plan. However, it has been the Intercity Transit Authority's policy to seek comment on the Strategic Plan. The Strategic Plan establishes the framework for the annual budget and adoption of the Strategic Plan establishes specific policy direction for Intercity Transit in a number of areas.

Staff has presented five working papers, and will have a draft plan to the Authority prior to the public hearing. A draft plan will be available to the public and the Authority by the end of next week. Staff will ask the Authority to adopt the Strategic Plan at the November 7, 2012, Intercity Transit Authority meeting.

- 4) **Background:** The 2013-2018 Strategic Plan is an update of the 2012-2017 Strategic Plan adopted in November 2011.

The draft Strategic Plan is a compilation of working papers that were reviewed by the Authority and Citizen Advisory Committee. The Strategic Plan states specific actions for Intercity Transit in 2013 and a more general direction for the 2014-2018 time period.

- 5) **Alternatives:** The Authority may:
 - A. Schedule a public hearing to receive comment on the 2013-2018 Strategic Plan for October 17, 2012, at 5:30 p.m., or
 - B. Schedule the public hearing for a later date and delay adoption of the Strategic Plan.
-

6) **Budget Notes:** N/A

7) **Goal Reference:** The Strategic Plan outlines how we will address each of the current Authority goals and allocate funds to specific projects to accomplish the goals.

8) **References:** N/A

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-E
MEETING DATE: October 3, 2012

FOR: Intercity Transit Authority

FROM: Erin Hamilton, 705-5837

SUBJECT: Transit Pass Printing and Delivery

1) **The Issue:** Consideration of an award for the printing and delivery of monthly passes, daily passes and reduced fare stickers.

2) **Recommended Action:** Authorize the General Manager to enter into a one-year contract, with two, one-year options to extend, with Tumwater Printing for the provision of monthly passes, daily passes and reduced fare stickers in an amount not-to-exceed \$23,555, including taxes, for the initial one-year period.

3) **Policy Analysis:** Procurement policy states the Authority must approve any expenditure over \$25,000. Although the initial year's contract amount is less than \$25,000, exercising our available options would result in this amount being exceeded.

4) **Background:** Staff released a Request for Bids for the printing of monthly, daily and reduced fare stickers on August 28, 2012, receiving one bid by the submittal deadline of September 18, 2012.

A single bid was submitted by Tumwater Printing. Staff reviewed all bid documents and found everything to be in order. Tumwater Printing has successfully printed transit passes and stickers for Intercity Transit for the past several years. Staff have been highly satisfied with the quality and timeliness of this firm's work.

The bid price is 15% higher than the 2012 bid price. This is due in part to increases in anticipated order quantities as well as an increase in the suppliers cost for materials.

Procurement staff contacted potential bidders to investigate why we did not receive additional bids. Firms identified they simply missed the submittal timeframe or felt they could not be competitive. Procurement staff also obtained estimates from two firms which were higher than the Tumwater Printing bid, indicating the bid received was fair and reasonable.

Considering the past successful performance and fair and reasonable pricing, staff recommends the award of a contract for printing and delivery of monthly passes, daily passes, and reduced fare stickers to Tumwater Printing.

5) Alternatives:

- A. Authorize the General Manager to enter into a one-year contract, with two, one-year options to extend, with Tumwater Printing for the provision of monthly passes, daily passes, and reduced fare stickers in an amount not-to-exceed \$23,555, including taxes, for the initial one-year period.
 - B. Defer action. A decision to delay may impact our ability to provide bus passes and fare stickers for Transit customers beginning January 1, 2013.
-

6) Budget Notes: The 2012 budget for the printing and delivery of Transit passes and stickers is \$25,000. This contract is under budget by \$1,445.

7) Goal References: Goal No. 2, *"Provide outstanding customer service."*

8) References: N/A

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-F
MEETING DATE: October 3, 2012

FOR: Intercity Transit Authority
FROM: Rhodetta Seward (705-5856)
SUBJECT: Cancel November 21, 2012 Work Session

-
- 1) **The Issue:** Whether to cancel the November 21, 2012, Work Session.
-
- 2) **Recommended Action:** Cancel the Wednesday, November 21, 2012, Work Session.
-
- 3) **Policy Analysis:** When needed, the Authority can cancel meetings and schedule special meetings, as long as members are given advance notice and the public is notified of such a change.
-
- 4) **Background:** Authority members inquired a few months ago about the July 4 and the November 21 meetings, due to holidays. Earlier this year, the Authority canceled the July 4 meeting due to 4th of July. The November 21 Work Session falls the day before Thanksgiving. Staff recognizes some Authority members and employees may wish to have early starts to the long holiday weekend. Staff moved budget and strategic agenda items forward over the past several months, knowing this meeting could potentially be canceled. The only item of business that could require the Authority's attention, but is an unknown at this time will be around the General Manager recruitment.
-
- 5) **Alternatives:**
A. Cancel the November 21, 2012, Work Session.
B. Keep the meeting as scheduled, knowing it may be needed as a special meeting for General Manager recruitment action.
-
- 6) **Budget Notes:** N/A
-
- 7) **Goal Reference:** N/A
-
- 8) **References:** N/A

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 5-A
MEETING DATE: October 3, 2012

FOR: Intercity Transit Authority

FROM: Dennis Bloom, Planning Manager, 705-5832

SUBJECT: Public Hearing - Proposed Fare Increase

-
- 1) **The Issue:** Consideration of a fare increase to take effect January 1, 2013.
-
- 2) **Recommended Action:** Receive and consider public comment on a proposed fare increase for fixed route and paratransit ("Dial-A-Lift") service.
-
- 3) **Policy Analysis:** Agency policy requires a review of fares every three years and to maintain a base fare divisible by \$.25.
-
- 4) **Background:** Intercity Transit's fare policy calls for a review of fares at least every three years. Fares were last increased in January 2009 from \$.75 to \$1.00. In keeping with the review policy, the Authority reviewed the fare structure in 2011 and determined no fare increase was needed at that time.

The continuation of lower than expected sales tax revenue, fluctuating fuel costs, and the elimination of federal discretionary funding has now created a more immediate need for consideration of a fare increase. Indicators include:

- a) The Consumer Price Index averaged around 3% over the past 12 months. Over the previous three years, the CPI fluctuated between .75% - 2.5%.
- b) Diesel fuel **was** budgeted at \$3.50 a gallon for 2012. Over the past year, it's been as low as \$3.08 and as high as \$3.92, and currently averaging \$3.57 for the year. An increase in fuel price of \$1 increases our annual operating costs \$1,000,000.
- c) Local sales tax revenues are flattening out or running lower than last year. We are now \$750,000 below the budgeted amount for 2012. Without revenue growth, it is estimated it will reduce \$1,000,000 per year from reserves.
- d) Cost of service per hour over the past four years has seen Fixed Route service increase 6.7% and Dial-A-Lift service 13.7%.

Staff presented financial projections to the Authority and the Citizen Advisory Committee as part of the annual update of the agency's Strategic Plan including consideration of a fare increase. The Authority agreed there was a need to consider a fare increase for 2013 and to include four options:

- a) Increase the base fare from a \$1 to \$1.25 (25%) including the appropriate amount for the other Local and Express fare categories;
- b) Increase the base fare but leave the Reduced fare at the current fare of \$.50;

- c) Increase only the Olympia Express fares from \$2.50 to \$3 (20%), which includes the other Express fare categories; or
- d) No increase in the current fares at this time.

Staff implemented a public process beginning September 7th. The outreach efforts included: notification to riders via our on-board "Rider Alert" newsletter; information postings at five major transfer stations; information on our internet web site; a web and paper based survey for riders and the public to complete; personalized letters and emails to all DAL clients (2,500); and open houses in each of the four jurisdictions including staffing information tables at transit centers in Olympia (OTC, Capitol Campus) and Lacey (LTC). Local news media also provided coverage, including an article in *The Olympian* about the proposed fare options and public process.

Given the steady increase in transit boardings over the past three years, an increase in fares in 2013 could generate an estimated \$460,000 above current fare revenues. Traditionally, fare elasticity studies suggest a loss of ridership over time. The fare increase in 2009 though saw only -0.5 drop (much less than projected), which appeared more a result of fuel prices dropping significantly and people driving again than a result of an increase in fares. Since then, ridership increased about 3% over the past three years. Given the current economic conditions and fuel prices jumping back to \$4 a gallon, it appears unlikely a fare increase will create much of a loss in ridership.

The public has been invited to comment on the proposal at the public hearing and/or to provide comment to the Authority via email, phone calls, fax or written correspondence. Action by the Authority on the proposal for a fare increase is currently scheduled for October 17, 2012.

5) **Alternatives:** N/A

6) **Budget Notes:** Identified in the 2013 - 2018 Draft Strategic Plan.

7) **Goal Reference:** Reviewing a proposed fare increase leading up to a public hearing reflects all current goals established for the agency, but in particular Goal#1: *"Access the transportation needs of our community."*

8) **References:** September Rider Alert; 2013 Fare Proposals and Overview of Intercity Transit Fare Policy; Fare Media Costs - Current and Proposed; Fare Survey; Public comments and survey results received by Intercity Transit since September 7.

Rider Alert

For information, contact Customer Service at 360-786-1881 or visit intercitytransit.com

Comment Now on Fare Increase Proposal

September 7, 2012

Due to rising operational and fuels costs and limited revenue, Intercity Transit is considering increasing its bus and vanpool fares. We encourage comment from customers and community members this month. A decision is anticipated on October 17. If fares change, the increase is expected to begin January 1, 2013.

Intercity Transit will hold public hearings on fares **Wednesday, October 3, 5:30 pm** at the Intercity Transit business office, 526 Pattison Street in Olympia. Transit Routes 62A, 62B and 66 serve stops near this location.

Bus & Dial-A-Lift Fare Proposal

Current Intercity Transit **bus fares** have been in place since January 2009. See table below for proposed fares.

Proposed 2013 Fares			
	Per Ride	Daily Pass	Monthly Pass
Local			
Adult	\$1.25	\$2.50	\$36
Youth (6-18)	\$1.25	\$2.50	\$18
Reduced*	.60¢	\$1.25	\$18
Dial-A-Lift**	\$1.25	\$2.50	\$18
Olympia Express			
Adult	\$3	n/a	\$90
Youth (6-18)	\$3	n/a	\$90
Reduced*	\$1.50	n/a	\$45
Other Options:			
A) No increase to Local Reduced Fares			
B) Increase Olympia Express Fares only			
C) No change, keep current fares			
*Reduced Fare Permit required. Eligibility based on age, disability, or possession of a Medicare card.			
**Dial-A-Lift service requires special certification.			

Vanpool Fare Proposal

A 10 percent increase in **vanpool fares** is also proposed. The last vanpool fare increase of 18 percent took place in January 2009.

Get More Information

Materials are available online, at the Olympia Transit Center (222 State Avenue), Intercity Transit business office (526 Pattison Street, Olympia), and area Timberland libraries.

Making Comment

In addition to the October 3 public hearings, you may comment by:

Open Houses: **See information below**

Survey: **Available in buses, online, and at**

Customer Service beginning Sept. 12

E-mail: tellus@intercitytransit.com

Telephone comment line: 360.705.5852

Write: **Public Comment, Intercity Transit**

P.O. Box 659, Olympia, WA 98507

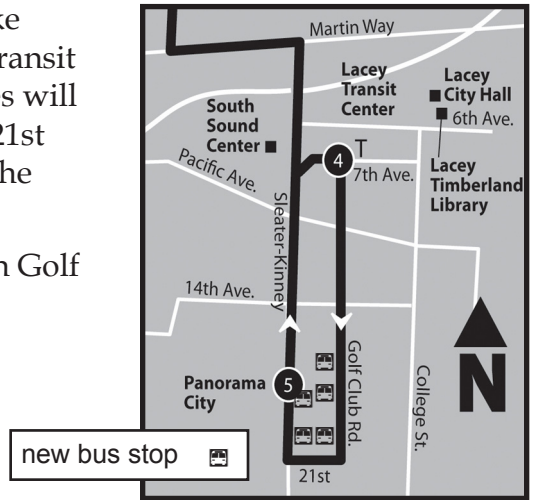
Surveys must be received by Friday, September 28. All other comments must be received by 4 pm October 3 to be considered.

Fare Increase Open Houses		
Date	Time	Location
Wednesday, Sept. 12	3:30-5:30 p.m.	Yelm, Nisqually Plaza
Thursday, Sept. 13	3:30-5:30 p.m.	Tumwater Timberland Library
Tuesday, Sept. 18	3:30-6:30 p.m.	Olympia Transit Center
Wednesday, Sept. 19	11:30 a.m. – 1:30 p.m.	Capitol Campus North Diagonal
Thursday, Sept. 20	3:30-6:30 p.m.	Olympia Transit Center
Tuesday, Sept. 25	4:00-6:00 p.m.	Lacey Transit Center
Wednesday, Sept. 26	4:00-6:00 p.m.	Lacey Transit Center

Route 60 Service Revision Takes Effect This Month

The second phase of Route 60 revisions, previously approved, take effect Sunday, September 30. The new route between the Lacey Transit Center and Panorama City will help buses stay on schedule. Buses will leave the Lacey Transit Center and travel along Golf Club Road, 21st Avenue, and Sleater Kinney Road. This reverses the direction of the current route.

See map at right for new routing and location of new bus stops on Golf Club Road and Sleater Kinney Road.



“Basque” in your Commute



Participate in **Wheel Options** by choosing not to drive alone to work at least six times during the month of October and you could win fabulous prizes, including the statewide grand prize of a **trip for two on a Rick Steves vacation tour through Basque Country!** Plus, weekend getaways and daily \$100 gift card winners. Simply ride the bus, carpool, vanpool, bicycle, or even walk to work and you qualify!

Wheel Options, a long-standing and successful statewide ridesharing program, encourages commuters to use sustainable commute alternatives in an effort to cut down on traffic congestion and reduce pollution and energy consumption. The Thurston County effort is sponsored by **Thurston Regional Planning Council**, and **Intercity Transit**.

For more information and to see the list of prizes, visit wheeloptions.org or contact Kris Fransen, at 360.705.5836 or kfransen@intercitytransit.com.

wheel options
your trip, your way.

New Transit Guide Coming Soon!

You can pick up the new edition of the Transit Guide beginning September 24 at the Olympia Transit Center, local Safeway stores, and Timberland libraries.

Did you know?
Every \$1 billion invested in public transportation supports and creates 36,000 jobs.

Nightline Service Resumes September 21

The Evergreen State College continues their contract with Intercity Transit to operate late-night service. **Nightline** resumes **Friday, September 21** and operates on Friday and Saturday nights until 3:30 am and Sundays until midnight. Service operates through June 16, 2013, under the current contract.



Although Nightline service is paid for by The Evergreen State College, it is **open to the public**. Regular fares apply. For more information call the Greener Commuting Program at 360-867-5359, visit evergreen.edu/commute, or contact Intercity Transit Customer Service.

2013 Fare Proposal

In order to offset decreased sales tax revenues and escalating operating costs, Intercity Transit is considering increasing fares. These proposed changes are as follows:

	<u>Current</u>	<u>Proposed</u>
<u>Local Cash Fare</u> (per trip)		
Regular	\$1.00	\$1.25 (25%)
Youth (6 – 18 yrs)	\$1.00	\$1.25
Reduced*	\$.50*	\$.60* (20%)
Dial-A-Lift**	\$1.00	\$1.25
Dash Circulator	fare free	fare free
<u>Local Daily Pass</u> (unlimited rides)		
Regular & Youth	\$2.00	\$2.50
Reduced*	\$1.00*	\$1.25*
Dial-A-Lift**	\$2.00	\$2.50
<u>Local Monthly Pass</u> (unlimited rides)		
Adult	\$30.00	\$36.00 (20%)
Youth	\$15.00	\$18.00
Reduced*	\$15.00*	\$18.00*
Dial-A-Lift**	\$15.00*	\$18.00*
<u>Olympia Express</u> (Olympia/Lacey – Lakewood/Tacoma)		
Regular (Cash)	\$2.50	\$3.00 (20%)
Monthly	\$75.00	\$90.00
Reduced* (Cash)	\$1.25*	\$1.50*
Reduced* Monthly	\$37.50*	\$45.00*

* **Reduced Fare Permit required.** Eligibility based on age, disability, or possession of a Medicare card.

** **Requires ADA certification.**

Other options under consideration

- a) No increase in local Reduced fares, all the other fares increase.
- b) Increase in Olympia Express fares only.
- c) No increase in fares at this time.

Continued

Overview of Intercity Transit Fare Policy **Fare Media Costs – Current & Proposed**

Local Cash Fare

Current base fare is \$1.00. Proposal is to increase the fare to \$1.25 (25%)

Daily Pass

Cost of a single trip fare x 2 (round trip). Proposal increases the pass from \$2 to \$2.50 (25%).

The pass eliminates the need for issuing paper transfers. It is used throughout the day for unlimited rides on Local service.

Local Monthly Pass

Rates should encourage customers to purchase a pass, which allows more trips per month at a discounted fare. There are 3 types of monthly passes.

{based on 21 weekdays x 2 trips per day = 42 trips per month}

- **Adult (Regular) Monthly Pass:**

Roughly 30 times the price of a single trip fare. At the current \$30 rate it's provided a 28.6% discount from cash fare (\$42). At the proposed \$36 rate it's a 31.5% discount from cash (\$52.50).

- **Youth Monthly Pass:**

Sold at 50% of Adult Monthly Pass. The current \$15 rate is a 64.3% discount from cash fare (\$42). At the proposed \$18 rate it's a 65.7% discount (\$52.50).

- **Reduced Monthly Pass:**

Set at 50% of full fare (Regular/Adult) rate. It requires a Regional Reduced Fare Permit (RRFP). At the current \$15 rate it's been a 28.6% discount from cash fares (\$21). The proposed \$18 rate is a 28.6% discount from cash (\$25.20).

Dial-A-Lift

Cash fares are equal to the full fare (Adult) rate. For those that qualify with a Regional Reduced Fare Permit a Monthly Reduced Pass is currently \$15, a 50% discount off an Adult Monthly Pass. The proposed \$18 rate maintains the 50% discount of an Adult Monthly Pass (\$36) or 65.7% discount of cash fare.

Age Coverage – Youth Category

Children age 5 and under ride free.

Currently "Youth" category is 6 – 18 yrs. The change from 17 to 18 yrs was approved for 2009 fare structure.

Dash Circulator Route:

Maintain this route as fare free.

Established in January 2006, the 2.2 mile route is a quick trip between the Capitol Campus, the visitor parking lots on the campus and downtown Olympia. (cont.)

Developed to help reduce parking concerns around the Capitol, the South Capitol Neighborhood and downtown Olympia, the service offers visitors, state employees and the general public a way to travel in the central business district without having to use a car. The service has operated fare free since it began, both to encourage and attract ridership as well as recognizing that a rider is only on a Dash bus for a few short minutes at a time.

Olympia Express:

This service is only operated by Intercity Transit. Fares were increased from \$2 to \$2.50 (25%).in 2009. The proposal increases this to \$3 per trip (20%)

An Express Monthly pass of \$75 was added in 2011. At the current rate it's provided a 28.6% discount from cash fare (\$105). At the proposed \$90 rate it's a 28.6% discount from cash (\$126)

In addition to this survey, other ways to comment include:

Open Houses: **See below**

Public Hearing: **Wed., October 3, 5:30 pm**
Intercity Transit Business Office
526 Pattison Street, Olympia

E-mail: **tellus@intercitytransit.com**

Telephone comment line: **360.705.5852**

Write: **Public Comment, Intercity Transit**
P.O. Box 659, Olympia, WA 98507

Fare Increase Open Houses		
Date	Time	Location
Wed, Sept 12	3:30 - 5:30 pm	Yelm, Nisqually Plaza
Thurs, Sept 13	3:30 - 5:30 pm	Tumwater Timberland Library
Tues, Sept 18	3:30 - 6:30 pm	Olympia Transit Center
Wed, Sept 19	11:30 am - 1:30 pm	Capitol Campus North Diagonal
Thurs, Sept 20	3:30 - 6:30 pm	Olympia Transit Center
Tues, Sept 25	4:00 - 6:00 pm	Lacey Transit Center
Wed, Sept 26	4:00 - 6:00 pm	Lacey Transit Center

If you need special accommodations to participate in this process, please contact Customer Service:
360.786.1881
1.800.287.6348
customerservice@intercitytransit.com.

Intercity Transit complies with all federal requirements under Title VI which prohibits discrimination on the basis of race, color, or national origin. For additional information contact Intercity Transit Customer Service.

What's Next?

The Intercity Transit Authority will make a decision on fare increases on October 17, following bus and vanpool fare public hearings on October 3.

If fares change, Intercity Transit will notify its customers. Any increase would not occur until next year.

If you would like to be notified of the fare decision, please provide your contact information.

Name: _____
E-mail: _____
Address: _____

Please complete and return survey by **Friday, September 28, 2012.**

- Return survey:
- on bus (information rack)
 - to I.T. staff at the Olympia Transit Center
 - at on open house (see schedule)

You can also complete survey online at **www.intercitytransit.com.**

Please submit only one survey per person.

Tell Us What You Think about a Fare Increase

Due to rising fuel costs, increased operating expenses, and lower than expected sales tax revenues, Intercity Transit is considering increasing its bus and vanpool fares. An increase in fares would help offset the current financial impacts Intercity Transit faces due to the prolonged economic downturn and help maintain service and facilities for the public. The last time fares were increased was in January 2009.



Fare Survey

Intercity Transit is interested in your opinion. Please take a few minutes to reply to this survey by **September 28, 2012.**

You can return this survey in the information rack on the bus, to Customer Service at the Olympia Transit Center, or at any of the Intercity Transit open house meetings occurring between Sept. 12 and Sept. 26. You can also complete this survey online at **www.intercitytransit.com.**

Your individual feedback is confidential and will only be used for consideration of fare changes.

Thank you for your input.



Bus Fare Considerations

Proposed 2013 Fares			
	Per Ride	Daily Pass	Monthly Pass
Local			
Adult	\$1.25	\$2.50	\$36
Youth (6-18)	\$1.25	\$2.50	\$18
Reduced*	.60¢	\$1.25	\$18
Dial-A-Lift**	\$1.25	\$2.50	\$18
Olympia Express			
Adult	\$3	n/a	\$90
Youth (6-18)	\$3	n/a	\$90
Reduced*	\$1.50	n/a	\$45
Other Options:			
A) No increase to Local Reduced Fares			
B) Increase Olympia Express Fares only			
C) No change, keep current fares			
*Reduced Fare Permit required. Eligibility based on age, disability, or possession of a Medicare card.			
**Dial-A-Lift service requires special certification.			

Given rising costs to provide existing Intercity Transit bus service, I can support (rank 1 to 4, with 1 as your top choice):

- A modest fare increase in all categories** (Adult, Youth, Reduced, Dial-A-Lift, and Express service changing base adult fare from \$1 to \$1.25 for local service and from \$2.50 to \$3 for Express service, see chart at left)
- A modest fare increase, except for Reduced fares** (Reduced fares for qualifying seniors and people with disabilities would remain at 50 cents, see chart at left)
- A modest fare increase for Olympia Express only** (from \$2.50 to \$3 on the Express adult base fare, see chart at left)
- No fare increase** (maintain current fares)

Other comment: _____

Vanpool Fare Considerations

Given rising costs to provide vanpool service for long-distance commuters, I can support (check all that apply):

- A 10% increase in vanpool fares** (this enables all direct vanpool operating costs to be covered by fares; the specific monthly rate for each vanpool member will vary based on distance traveled and size of vanpool group)
- No increase in vanpool fares** (maintain current fares)

Other comment: _____

For more information about Vanpool fares, contact: **360.786.8800, 1.866.330.7033, or vans@intercitytransit.com**

Tell Us About Yourself

I am interested in this fare topic primarily because :

- I am a bus rider** (check only one):
- Using mostly local I.T. service
- Using mostly I.T. Dial-A-Lift service
- Using both regular bus & Dial-A-Lift service
- Using mostly I.T. Olympia Express service

I am a vanpool rider

I don't use either bus or vanpool service but want to voice my opinion as a taxpayer and community member

Other comment: _____

Where do you live? (circle one)

Olympia Lacey Tumwater Yelm
 other area of Thurston County
 Other County: Pierce King Grays Harbor
 Lewis Mason
 Other_____

What is your annual household income?
 (circle one)

(1) Less than \$10,000 (2) \$10,000 - \$14,999
 (3) \$15,000 - \$19,999 (4) \$20,000 - \$24,999
 (5) \$25,000 - \$34,999 (6) \$35,000 - \$49,999
 (7) \$35,000 - \$74,999 (8) \$75,000 - \$100,000
 (9) More than \$100,000

Bus Riders only:

How do you usually pay for riding the bus?
 (circle one)

\$1 Cash Fare \$.50 Reduced Cash Fare
 \$1 or \$2 I.T. Ticket \$2 Daily Pass
 \$1 Daily Pass Adult Monthly Pass
 Youth Monthly Pass Reduced Monthly Pass
 Olympia Express Monthly Pass
 Olympia Express Reduced Monthly Pass
 Pierce Transit Transfer + Cash
 City of Olympia GoPass STAR Pass
 TRPC Pass Thurston County Pass
 Evergreen Student Pass SPSCC Student Pass
 St. Martin's University Student Pass
 I don't ride the bus

SUMMARY OF PUBLIC COMMENTS
Proposed Fare Changes
(Comments received Sept. 7 - Oct. 3, 2012)

Comments Concerning Proposed Bus Fare Changes:		
Tell Us email 9/7/12	<ul style="list-style-type: none"> • Relies solely on SSDI income and bus is the only means of transportation. Cannot afford an increase in fares. Does not qualify for DAL. Do not raise Reduced fares. 	Helen Marie Pierce 206.853.6958 Moody_blue_sea_breeze@yahoo.com
Phone Line 9/8/12	<ul style="list-style-type: none"> • Does not think fares should be raised. Feels it's too expensive already. Buys monthly pass and will not continue riding the bus if fares increase. 	Adora 360.867.3671
Tell Us email 9/10/12	<ul style="list-style-type: none"> • Increase in fares and grant given to IT for new buses should consider adding ORCA to Express buses. If there is an increase it should be for all fares including seniors/disabled. Cites Mr Harbour's quote about fiscal responsibility. Feels it irresponsible not to increase fares. • Would increasing only the Express fares be enough to supplement low operating revenues? Feels increasing only Express fares without adding service is unfair. And feels that a monthly Express pass doesn't save money from paying cash every day. • Believes management should try and consider innovate programs to benefit commuters. Suggests that state and federal agencies provide grants to cities and transit systems that have high number of transit users, including tax benefits for employers/businesses who support transit. 	Deanna Rocamora Deanna.rocamora@gmail.com
Tell Us email 9/12/12	<ul style="list-style-type: none"> • Approves of option to increase Express fares only. It would be a pain to carry quarters around all the time. IT is doing a wonderful job. 	Jason Holoch Jason.holoch@yahoo.com
Tell Us email 9/14/12	<ul style="list-style-type: none"> • If fares are increased may not be able to keep her job. Sometimes has to borrow money to buy pass. Don't raise fares. 	Kathy Sis5of11@yahoo.com
Tell Us email 9/17/12	<ul style="list-style-type: none"> • Applauds Intercity Transit service. Supports a fare increase to the Reduced fare they pay, but thinks it will be a burden for many others in this fare category. 	Jim Yatman 360.451.5447 120 State Ave NE #1403 Olympia, WA 98501
Phone Line 9/18/12	<ul style="list-style-type: none"> • Opposes increase for the Reduced fare. Many disabled riders live in adult family homes and only get \$60 per month from the state to use on personal expenses. It is a hardship for any disabled person living on a fixed income. 	Mary Royal 360.338.1274 3530 Martin Way E, #211 Olympia, WA 98506

Via Mail 9/19/12	<ul style="list-style-type: none"> • Would like to see an “all day pass” available to the Olympia Express riders for all IT service. Hasn’t been able to do that since the Puget Pass went away. 	Robert S. Brett 3502 Pear ST SE Tumwater, WA 98501 360.570.2001 Bobbrett122@hotmail.com
Tell Us email 9/20/12	<ul style="list-style-type: none"> • Suggests delaying any action on fares until after the November election. Feels a change in party affiliation in the upcoming election for state and federal offices will result in the economy improving and there won’t be a need to raise fares. 	Dale Vincent 2639 Chambers Lake LN SE Lacey, WA 98503 dallenvincent@gmail.com
Phone Line 9/20/12	<ul style="list-style-type: none"> • Would feel better if monthly pass was increased only to \$17.00 instead of \$18.00. 	Ann Sunrise 360.705.0836
Phone Line 9/20/12	<ul style="list-style-type: none"> • Supports fare increase (option 1) 	August Brooks 253.348.1323
Tell Us email 9/21/12	<ul style="list-style-type: none"> • Does not want a fare increase. Rides the bus to and from work and might not be able to continue if fares increase. 	Amanda Ruth aruthplus@gmail.com
Tell Us email 9/22/12	<ul style="list-style-type: none"> • Thinks raising fares by a quarter is reasonable for both Local and Express routes. Would like senior and disabled fares to stay the same. Wonders if IT has smaller buses to use on routes that are not as popular to avoid empty buses driving around. 	Giovanna Marcus therubyscribe@gmail.com
	•	
	•	
	•	
Comments Concerning Proposed Dial-A-Lift Fare Changes:		
Phone Line 9/7/12	<ul style="list-style-type: none"> • Rides DAL and believes 3 years is enough time with gas prices going up, that fares need to be increased, too. 	Stacia Harper 360.413.1496
Phone Line 9/17/12	<ul style="list-style-type: none"> • Feels a fare increase is a great idea and surprised we haven’t done it sooner with the price of gas. Should increase fees for all areas of transit service. 	Bernadine Grenada
Phone Line 9/17/12	<ul style="list-style-type: none"> • In favor of option 1 (fare increase for all). Feels it’s more than fair to increase the fares. 	Thelma Jordan 360.438.7606
Phone Line 9/18/12	<ul style="list-style-type: none"> • Is very grateful for DAL service. Willing to pay \$1.25. Uses it to take her mother to the doctor and appreciates the wheelchair lift. 	Marilyn Hansen 360.943.1104

Email to DAL 9/20/12	<ul style="list-style-type: none"> • Opposes increase for the hardship it creates for others. It is the obligation of those who use private transportation to pay for public transportation through taxes. Public transportation relieves wear and tear on roads, saving money on transportation costs, thus allowing money to be spent elsewhere. Raising fares is self-defeating. It will place IT out of reach of its own customers. 	Christine Terp Madsen 1733 Medallion LP NW Olympia, WA 98502 360.570.2127 cterpmadsen@comcast.net
Email to DAL 9/20/12	<ul style="list-style-type: none"> • Supports a modest fare increase for all services. Appreciates DAL drivers. Can afford another \$3 per month for a pass and believes others can as well. 	Bonnie Handcock Bhamb50@yahoo.com
Email to DAL 9/20/12	<ul style="list-style-type: none"> • Supports option 2 (no increase for Reduced fares). But could support option 1 (increasing all fares) depending on when it starts. Assumes ridership is increasing with the economy the way it is. 	Berl Colley Blc0901@comcast.net
Email to DAL 9/21/12	<ul style="list-style-type: none"> • Only uses DAL about once per year but thinks it is a very important service. Is going to sign up as a monthly user and hopes other do too. The “Oh dear, we have to increase rates” would never be an issue. 	A. David Reeder 6816 Lazy ST SW, STE B Tumwater, WA 98512 360.584.5913 David4444@comcast.net
Phone Line 9/21/12	<ul style="list-style-type: none"> • DAL rider who does not ride very often and supports a modest increase in all categories. 	No caller information available.
Phone Line 9/21/12	<ul style="list-style-type: none"> • Is conflicted because on one hand the increase seems legitimate and doesn't want to see service cut. But even small increases can be challenging for people who use transit. As an occasional DAL user would be in favor of rate increase assuming IT has implemented all possible efficiencies. 	Linda Donaldson 360.459.2851 1412 Bigelow Ave NE Olympia, WA 98506
Phone to DAL 9/24/12	<ul style="list-style-type: none"> • DAL is a wonderful service. Every one of the drivers is just as courteous as they can be. Asking for a modest fare increase isn't outrageous. 	Marjorie Morris 360.357.4132
Phone to DAL 9/24/12	<ul style="list-style-type: none"> • Thinks DAL is great; \$2.00 now for all day is amazing. Increasing fare makes sense. 	Georgia Wolf 360.451.5780
Phone to DAL 9/24/12	<ul style="list-style-type: none"> • Has been riding DAL every day for years. 94 years old and DAL is the best thing that has happened for old people. Absolutely in favor of the higher priced passes. 	Marianne Oliphant 360.357.6524
Email to DAL 9/24/12	<ul style="list-style-type: none"> • Has had little use for DAL because my family helps. This may change in the near future and a modest increase would be okay. Grateful for the door-to-door service. 	Bob Rutledge robheckrut@comcast.net
Phone Line 9/24/12	<ul style="list-style-type: none"> • Has ridden DAL since 1995 and would pay for fare increase. Concerned for others on fixed income since social security isn't going up. Otherwise will pay, and believes IT needs and deserves it. 	Mary Beth Land 360.412.1904

Nancy Trail

From: Marie <moody_blue_sea_breeze@yahoo.com>
Sent: Friday, September 07, 2012 1:42 PM
To: ZW_TellUs
Subject: Increase Proposal

I survive on SSDI & have no other source of income. I rely on the bus to local bus service as my only means of transportation as my medical conditions do not allow me to drive. I am financially unable to afford to pay more than the current \$15 a month for the local reduced fare. If the cost of this fare increases it will leave me with no means of transportation including to medical appointments and I do not qualify for the Dial-a-lift service. I am pleading to you not to raise the reduced rider fare. If you wish to contact me you may reply to my email at moody_blue_sea_breeze@yahoo.com, or reach me by telephone at (206) 853-6958. I have a Seattle number, but reside here in Olympia, having relocated after getting my phone several years back, just an FYI, lol.

Thank you in advance,

Helen Marie Pierce

*Intend
all 1/12
50)*

Nancy Trail

From: Deanna Rocamora <deanna.rocamora@gmail.com>
Sent: Monday, September 10, 2012 8:50 AM
To: ZW_TellUs
Subject: Comments on Intercity Bus Fare Proposal

Increase the base fare for bus and Dial-A-Lift by 25 percent (the single-ride, adult fare from \$1 to \$1.25);

No increase in fare is ever easy to accept although understandable. However, with the increase in fare and the grant given to the city for new emission friendly buses, outfitting the buses(at least the express buses) to accept ORCA SHOULD be reconsidered.

Increase the base fare by 25 percent except the reduced fare rate for seniors and people with disabilities. Reduced fares would remain as they are today (50 cents for a single-ride);

If there is an increase it should be across the board. Seniors and people with disabilities require just as much gas and maintenance to run the bus as everyone else. If you are going to use this quote as an argument in support of the fare increase "We are sensitive to community's need for affordable transportation options, especially given the latest spike in fuel costs. But we are also obligated to operate those services in a financially responsible way." (cited from Mike Harbour, Intercity Transit General Manager 9/7/12 article, www.intercitytransit.com) then it would be irresponsible NOT to increase fares for all.

Increase only the Olympia Express fares by 20 percent but do not increase other fares. Adult fare on the Olympia Express service would increase from \$2.50 to \$3 (the monthly pass would increase 20 percent);

Are we to assume that increasing only the Express fare would cover the "rising fuel costs" and be enough to supplement the " low operating revenue"? Increasing only Express fares without offering any added value will alienate those who rely on the Express service for daily commuting purposes. The afternoon Express service is accommodating for majority of the commuters however what about the morning service? Since there aren't any Olympia Express buses that leave early enough in the morning, commuters have to find a way to DuPont to make their way North. Providing early morning Express service from Olympia/Lacey to DuPont/Lakewood/ etc.. would add value to an increase in fare. And for those that only use the express service once daily (because there isn't a bus available early enough) purchasing monthly passes is not financially beneficial to the commuter. If it costs a total of \$3.50 (Express fare plus daily fare) per day, the total per month is \$70 compared to \$75 for the monthly pass. No value to the purchase of a monthly pass although the commuter is using the service 5 days a week.

Make no fare increase on any bus service.

Of course this would be loved by all commuters who use the public transit regularly. But we are not unreasonable and understand the cost of operating and maintaining vehicles. However, we trust in management to investigate and create new and innovative programs to benefit the multiple agencies and commuters who use public transit. Are there any federal or state reward programs for cities that have a high number of public transit users? Perhaps a city/county can gain "points" for the amount of daily passes purchased and monthly passes sold per month which can be redeemed through a federal or state grant system for money to be used to supplement revenue that we are apparently short on?

*Internal
9/17/12
807*

Nancy Trail

From: Jason Holoch <jason.holoch@yahoo.com>
Sent: Thursday, September 13, 2012 9:17 AM
To: ZW_TellUs
Subject: FARE INCREASE

I approve of the third option, which is to raise the fare of the Express busses only. My reasoning for this is that it would be a pain to have to carry quarters around all the time, and this option would keep the regular single fare at \$1 even, change the Express to \$3 even, and help you guys make more money, to defray gas costs. :)

THANKS FOR DOING A WONDERFUL JOB

*Approved
9/17/12*

Nancy Trail

From: Kathy <sis5of11@yahoo.com>
Sent: Friday, September 14, 2012 7:59 AM
To: ZW_TellUs
Subject: Fare Increase

I don't think you realize how poor a lot of your riders are! If the fare is increased I'm not sure if I will be able to even keep my job. As it is, there have been many times when I have had to borrow money from my son in order to get my monthly pass (adult).

Please do not raise your fare! Times are hard for all of us!

The man who trades freedom for security does not deserve nor will he ever receive either. (Benjamin Franklin)

*Entered
9/17/12*

Nancy Trail

From: Jim Yatman <jimyatman2004@yahoo.com>
Sent: Monday, September 17, 2012 12:08 PM
To: ZW_TellUs
Subject: FARE INCREASE COMMENTS

We recently returned to Olympia from 1 year living in Europe. We had a wonderful time exploring Europe via the various transit systems and thought we would never find anything comparable. **WE WERE WRONG**. We have found the *Intercity Transit* system above and beyond that which we have seen or experienced anywhere. We both are eligible for "reduced fare" which allows us to travel not only here in our locale, it also affords us travel reduction of fares in the south sound. I attended a class recently provided by SSCC (*Rebels By Bus*) which gave me the "groundwork" to make our travel plans by using public transit. We have explored many of your bus routes via "day pass", another very economical and user friendly reward for using Intercity transit. We have been to the customer counter at downtown transit center and grateful all of the staff have been most cordial, helpful and efficient in offering the best service possible. We applaud the drivers we have met for their warm welcome aboard their buses, answering questions from us "new riders", and also professional and safe driving practices. We recently explored riding to Tacoma Commerce Street from downtown and back to Olympia during a Friday eve rush hour.. what a pleasure it was to relax and rely on the driver for our safe transit. We strongly support our local transit system and feel it would be advantageous for the community to support the *Intercity Transit System*. We can afford and support the proposed increase to our reduced fare status and understand the need due to higher costs.. we do however feel it might be a financial burden for others in the reduced fare category. We find the majority of those riding the buses are those whom need our support and advocacy and *Intercity Transit* provides them with the only means of Independence and mobility. Please feel free to contact if needed

Jim Yatman-451-5447
Fred Michael-451-5500
120 State Avenue NE
#1403
Olympia, Washington 98501



If God had wanted me otherwise, He would have created me otherwise.

Internal
9/17/12

Robert S. Brett

Policy Solutions: Contract Lobbyist
and Resident
3502 Pear St SE
Tumwater, WA 98501
BobBrett122@Hotmail.com
360-350-7575 c
360-570-2001 hm

September 19, 2012

Rhodetta Seward, Executive Services Director
Intercity Transit
526 Pattison Street SE
Olympia, WA 98501

Re: Proposed amendment to the proposed fare increase

Dear Ms. Seward,

Thank you for taking my telephone inquiry the other day.

I propose an amendment to the proposed fare increase creating a system allowing for the sale of an "All Day Pass" when boarding a 600 series bus (IT 603, 605, 612, 620) in Pierce County.

I recall that back when Pierce Transit shared this route, we received a discount for showing a Puget Pass to the driver. This benefit was taken away from riders when Pierce Transit discontinued their participation.

I make the case that some sort of accommodation should be made to riders on this route to approximate the experience of a transfer. Offering an "All Day Pass" would be a good faith effort in this regard.

Thank you,

Robert S. Brett



*Intercity 9/24/12
SB*

2639 Chambers Lake Lane SE

Lacey, WA 98503

September 20, 2012

Intercity Transit

P.O. Box 659

Olympia, WA 98507

COMMENTS ON PROPOSED FARE INCREASE:

I recommend you wait to make a fare increase decision until after the November general election.

Should Mitt Romney and Rob McKenna be elected, you are likely to see an increase in sales tax revenue and a decline in fuel costs. These are two of most significant issues in your future revenue considerations.

FUEL COSTS:

Washington State refiners have requested permission and support from Washington's democrat Governors to increase the size of their refineries and increase production of petroleum fuels. Our in state refiners have always been turned down.

This artificially and needlessly restricts and limits the supply of petroleum products and naturally, increases the costs of those fuels here in Washington State.

If Rob McKenna wins the election, it is more likely that reduction in the costs of gasoline to Washington businesses and consumers will be viewed as a positive move. Reduced energy costs will reduce the cost of doing business in Washington State and eliminate one upward pressure for price increases and reduction in the labor force.

At the federal level, a republican administration is far more likely to increase the supply of refined petroleum products by viewing applications for off shore drilling, and projects such as the Keystone pipeline, etc. This will likely result in more downward pressure on your fuel costs.

It is possible that Intercity Transit's savings in fuel costs could be substantial.

SALES TAX REVENUE

An improving economy both locally and nationally will increase IT's sales tax revenue. Rob McKenna is committed to work to improve the State's economy. Jay Inslee, on the other hand remains committed to the Washington State Trial Lawyers Association, to government unions, and to Indian casino gambling.

Nancy Trail

From: Mrs. Ruth <aruthplus@gmail.com>
Sent: Friday, September 21, 2012 7:10 AM
To: ZW_TellUs
Subject: Fares

Please do not increase fares. I enjoy riding your bus to and from work and am concerned about my ability to do so should your fares increase.

Thank you,
Amanda Ruth

Sent from my Virgin Mobile Android-Powered Device

internal 9/24/12


Nancy Trail

From: Gio Marcus <therubyscribe@gmail.com>
Sent: Saturday, September 22, 2012 7:15 PM
To: ZW_TellUs
Subject: Increase

Hi

I think raising the regular fare by a quarter is reasonable for both commuter and local rides. I like the idea of keeping disabled and senior rates the same since these people are on fixed income. Also, I often see the bigger busses nearly empty. Is there a way to get smaller busses for late night routes/less popular routes?

Giovanna Marcus

*internal 9/24/12
SB*

From: Chris Madsen [<mailto:cterpmadsen@comcast.net>]

Sent: Thursday, September 20, 2012 4:57 PM

To: Emily Bergkamp

Subject: Proposed increase to fares

Dear Ms Bergkamp,

I am pleased to be a customer of Dial-A-Lift, and I am happy to pay the fee required by the service.

However, I must object to the proposed increases in fees under consideration for regular public transportation. While the increases for Dial-A-Lift do not present a financial hardship for me, I know the increases for regular services do for others, and it is in their voices that I offer these reasons:

- Public transportation is a necessity for hundreds in our city who cannot afford the luxury of private transportation. It is the obligation of those who can afford private transportation to pay for public transportation through gasoline taxes and road use taxes.
- Public transportation offers a significant relief to road surface wear and tear to our roads, thus saving our city hundreds of thousands of dollars in transportation cost, allowing the city to use its money on education, recreation, senior citizen, and other “human” needs. While this might seem as if you are giving away your money, this is a significant “feel good” for your department.
- Raising rates is self-defeating, since it will place Intercity Transit out of reach of its own customers.

I realize the deeper I get into this email that I am most likely preaching to the converted, at least I hope I am

Sincerely,

Christine Terp Madsen

1733 Medallion Loop NW

Olympia, WA 98502

570-2127

Nancy Trail

From: Emily Bergkamp
Sent: Thursday, September 20, 2012 11:00 PM
To: Nancy Trail
Subject: Fwd: Proposed Intercity Transit Fare Increase
Attachments: image003.png

Nancy,

Another comment from DAL client.

Best,
Emily

Begin forwarded message:

From: Bonnie HAndcock <bhamb50@yahoo.com>
Date: September 20, 2012 7:13:50 PM PDT
To: "EBergkamp@intercitytransit.com" <EBergkamp@intercitytransit.com>
Subject: Re: Proposed Intercity Transit Fare Increase
Reply-To: Bonnie HAndcock <bhamb50@yahoo.com>

Thank you so much for your letter about the proposed increase in fares.

I believe Option 1 would be the best solution over all..
Other people will complain it's too much but it is Not too much. It is needed and I for one truly appreciate the courtesy, kindness & caring I have received from each and every driver I have been able to ride with on Dial-a-Lift. They are wonderful people and I appreciate being able to have them drive me to my appointments or shopping. I can afford another \$3 a month for a pass on my limited income, so I do feel others can also handle the increase.

Thank you so much for being there for me when I need you!

Bonnie Handcock

Nancy Trail

From: Emily Bergkamp
Sent: Thursday, September 20, 2012 11:01 PM
To: Nancy Trail
Subject: Fwd: Proposed Intercity Transit Fare Increase
Attachments: image001.gif

And another, rolling in!

Best,
Emma

Begin forwarded message:

From: Berl Colley <blc0901@comcast.net>
Date: September 20, 2012 5:34:45 PM PDT
To: <EBergkamp@intercitytransit.com>
Subject: RE: Proposed Intercity Transit Fare Increase

Hi Emmily:

I would support option 2. Depending on when it would start, I could go with option 1.

With the economy like it is, I would assume that transit ridership is still increasing.

Berl Colley

Nancy Trail

From: Emily Bergkamp
Sent: Saturday, September 22, 2012 8:43 AM
To: Nancy Trail
Subject: Fwd: Survey

More DAL feedback.

Best,
Emily

Begin forwarded message:

From: David <david4444@comcast.net>
Date: September 21, 2012 2:05:45 PM PDT
To: <ebergkamp@intercitytransit.com>
Subject: Survey
Reply-To: <david4444@comcast.net>

Emily,

As I stated in the survey, while I have needed “dial a lift” only like once a year, I think it is a very important service, and I think there are a lot of people that can’t afford it even though you are already supplying a service that income doesn’t even support the gasoline used.

Personally, stating at the beginning of the upcoming month, I’ll sign myself up as a “Monthly” user even though I have very little need for the service. I would hope that a lot of people that have the means would do the same thing, so this, “Oh dear we have to increase the rates” would never be an issue.

Thank you,
David

Compass
A. David Reeder
6816 Lazy St SW STE B
Tumwater, Wa 98512-1207
360-584-5931

From: robheckrut@comcast.net [mailto:robheckrut@comcast.net]

Sent: Monday, September 24, 2012 11:54 AM

To: Emily Bergkamp

Subject: dial-a-lift fare increase

Hi Emily Up to this point my usage of dial-a-lift has been practically non existent because I have had a son and wonderful granddaughter who have taken me to the places I would have had to use dial-a-lift. That will probably change in the near future because Sarah (my granddaughter) now has two children and her time should be spent worrying about the needs of her family and not me. So any modest increase you propose will be ok with me. I am grateful we have the door to door service available. Also, my card will expire November 2012. Do you automatically send a renewal card? If not, can I use this as a request for one. Thanks Bob Rutledge Robert Rutledge1104RF93

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 5-B
MEETING DATE: October 3, 2012

FOR: Intercity Transit Authority

FROM: Carolyn Newsome, Vanpool Manager, 705-5829

SUBJECT: Vanpool Fares

-
- 1) **The Issue:** Whether to increase vanpool fares in order to keep pace with increased costs.
-
- 2) **Recommended Action:** Conduct a public hearing to receive comments about a proposed fare increase.
-
- 3) **Policy Analysis:** Establishing fares is the responsibility of the Intercity Transit Authority.
-
- 4) **Background:** In 2013, vanpool costs are estimated to be approximately \$1,800,000. Revenues from current fares will generate approximately \$1,600,000. A 10 percent fare increase will generate approximately \$160,000 additional revenue.

A fare increase of 10 percent will generate approximately 98 percent of direct operating costs projected for 2013, 96 percent for 2014, and 93 percent for 2015. With no fare increase, recovery rate for direct operating cost will be approximately 88 percent in 2013, 86 percent in 2014, and 83 percent in 2015.

Capital costs are not recovered through fares. The Transit Development Plan calls for the purchase of 55 vanpool vehicles in 2013; 11 expansion vehicles and 44 replacement vans. If purchase is approved, funds from state and federal grants will cover \$1,133,958 of the cost for this purchase, or 77.6%. Local share of the vanpool purchase in 2013 is \$346,092.

Staff presented information on the proposed fare increase at the August 15 Authority meeting and the Citizen Advisory Committee meeting on August 20. We received sixty-eight comments from the public to date; most do not want the fares increased or want a smaller increase.

The Authority scheduled a public hearing for Wednesday, October 3, 2012, and directed staff to advertise a 10 percent fare increase. Vanpool staff emailed 1,140

vanpool participants with a link to comment and mailed letters to the remaining full and part-time riders announcing the public hearing and proposed 10 percent fare increase. Vanpool customers were notified of all options to comment to the Authority. A legal notice appeared in the September 14 Sunday *Olympian* and Marketing staff advertised the proposal in other media outlets.

5) **Alternatives:** N/A

6) **Budget Notes:** Revenue from current fares will generate approximately \$1,600,000 in 2013. A 10% fare increase would increase revenue by \$160,000 annually.

7) **Goal Reference:** Goal #1, *“Assess the transportation needs of our community.”* Goal #4, *“Provide responsive transportation options.”*

8) **References:** Comments received to date regarding the proposed fare increase.

SUMMARY OF PUBLIC COMMENTS
Proposed Increase of Intercity Transit Vanpool Fares
 (Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/11/2012 Email	Appreciate the van for sure!!	Annette Johnson annette.k.johnson@us.army.mil
9/11/2012 Email	I believe that fees currently paid by vanpool members are already adequate to cover the price of fuel increases and decreases. Fuel has gone through these periods of fluctuation throughout the years and will likely continue to do so. The last increase was more than adequate to cover these highs and should have allowed some margin of gain during periods of lower prices.	Judy Groezinger gailj@oic.wa.gov
9/11/2012 Email	I'm afraid with a vanpool fare increase we may again lose a rider whose agency does not reimburse for vanpool costs. Her agency cut back on all employee incentives (including tuition & CTR). She already carries a heavy financial load. This is true for a lot of people who are carrying the load for their families, those that have only one income for the entire household. I realize that fuel costs have gone up but I don't see how people can incorporate higher costs into their budgets without increase in pay and within a short timeframe. January 2013 is right around the corner, there is no time for pre-planning to cut costs elsewhere in their budgets. If we lose another vanpool rider, all of our vanpool fares go up. Please do not increase the fares. Thank you Gail Jones A Vanpool Rider	Gail Jones gailj@oic.wa.gov
9/11/2012 mail	Thanks, I figured it was coming.	Claudia Johnston joj235@lni.wa.gov
9/12/2012 Email	An increase of 10% to cover the increased cost of gas and other expenses is appropriate. I appreciate the service that Intercity Transit provides for my commute from Renton to Olympia. Riding the van is far preferable and far cheaper than driving my own car. My only suggestion would be to adjust the price more often than every four years to better track the cost of the service.	Sheridan Botts bottsS@wsdot.wa.gov
9/12/2012 Email	Fuel prices are lower than the last time fares increased due to high fuel costs?	Bill Bacon wpbacon@doc1.wa.gov
9/12/2012 Email	Consider for 5% increase only	Vaithyam Nageshababu vaithns@hca.wa.gov

Summary of Public Comments

Proposed Increase of Intercity Transit Vanpool Fares
(Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/12/2012 Email	I would love to protest but with the rising cost of fuel and the cost of living I am thankful I can save wear and tear and maintenance and fuel cost from my own vehicle. Are you looking into purchasing green vans? Most of us would not know what to do without Inter City Transit. Thank you all for taking such great care of us. Terry	Theresa Littleraven terry.littleraven@doh.wa.gov
9/12/2012 Email	My wife rides in a vanpool to Tacoma and we really appreciate the great service but we would like to ask you NOT to raise the fare. Both my wife and I have had salary cuts and this would be a tough time for you to increase fare. I looked on your website and it said (Agenda Intercity Transit Word Session Item NO. 6 Meeting Date August 15, 2012 5:30 P.M.) that you received \$1,763391.00 from the Federal Transit Administration to support express and vanpool service. Please use that money to continue or even discount the current fare. I live (and pay taxes) in Olympia to support Intercity Transit and the Federal Transit Administration money also comes from tax payers like me. Please vote NO on increase the vanpool fare.	Dwight Lane dwlane@hotmail.com
9/12/2012 Email	I would not mind an increase but it would be easier on us riders to do the increase in July 2013 when we get our full wages back. Thanks	Margaret Kemrer margaret.kemrer@hca.wa.gov
9/12/2012 Email	Unfortunately, everything is more expensive so I understand the increase.	Carla Wright carla.r.wright@us.army.mil
9/12/2012 Email	I van pool mainly to save money. Increasing fares is the easy way to recoup expenses. However, if we could fill up at Costco (\$3.35 a gallon) rather than Chevron (\$4.09 a gallon), that would be a great cost savings. And I know that filling up at Intercity cost less, but isn't always convenient. I work at Boeing. I wish you could convince them to raise their reimbursement payout to van poolers	Mike Gardner Mike.d.gardner@boeing.com
9/12/2012 Email	Could there be a significant enough savings by requiring gassing up at the barn? There is such a variation in cost at gas stations which adds to the gas taxes. Some allowable mileage may be allowed to fuel once a week or more to encourage this. Keeping the cost lower and as far apart from the cost of driving alone as long as possible keeps more people in vans.	Frank Jen fjen@co.pierce.wa.us
9/12/2012 Email	The 10% increase is still far less than my monthly saving using the Vanpool service – Thank you!	Joseph Paffile Joseph.paffile@des.wa.gov
9/12/2012 Email	Although I understand the reason to increase rates, I am asking that it be of a lesser amount. Thank you	Tracie Sweeney tsweeney@dol.wa.gov

Summary of Public Comments

Proposed Increase of Intercity Transit Vanpool Fares
 (Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/12/2012 Email	<p>ADVANTAGES:</p> <ul style="list-style-type: none"> · It is joyful to not have to drive if I am tired. · I have made many friends in the 15 years AND LEARNED MUCH from them: rockhounding, making wine, planting a garden, raising bull mastiffs, learning about herbals and medicinals, learned about other state agencies, the Phillipines, how to raise a horse, learned about families, other agencies, retirements of past riders – so many special things. · There is a safe feeling with many sets of eyes taking in accidents, etc and that has helped navigate us through some icy and rough times. · I have my wonderful mechanics that take care of our maintenance. · I have insurance advantages on my own insurance. · I get the van car washed for free. · The \$4.05 a gallon is not on my personal car all of the time! · There is wonderful staff at IT that are there to help us through any issues and I am grateful for their continued dedication and help. · I LOVE VANPOOLING AND I LOVE HOW LITTLE I HAVE SPENT IN 15 YEARS OF BEING ON A VAN and I LOVE MY CO-RIDERS. · 10% is so little - for so very much - that you all give. You have extended the life of my personal vehicle over and over again. There is a strong sense of security in knowing you have friends in the Intercity family. So thank you for all that you have given to us and know I feel 10% of our van is very little since 2009 and these horrible gas prices. Thank you all. <p>Gratefully, Linda Carman – vanpool #</p>	Linda Carman Carq235@lni.wa.gov
9/12/2012 Email	<p>I can understand the need for a much smaller percent increase than 10% for the increase of fuel & oil prices since that is likely the only things that have gone up as far as operating costs. I'm also unclear as to what "other expenses" as stated in the proposal represents. Many of us sacrifice having the independence of having our own vehicle in order to help lower environmental pollution but mainly because it's a cheaper method of commuting to work and should remain as such since it can be spread out over numerous people all riding in one vehicle. If we as consumers of your service don't see the benefit of vanpooling (THE COST) and we all begin to carpool because it's cheaper, you will cease to exist. So I ask that you keep that in mind when you decide on the percentage you increase the fares to. Thank you.</p>	Chani Hayes hayescm@dshs.wa.gov

Summary of Public Comments

Proposed Increase of Intercity Transit Vanpool Fares
(Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/12/2012 Email	<p>The cost of fuel has gone up for us all. Rent and food prices sky rocket... The ordinary person who is still lucky enough to be employed has probably not had a pay increase since the last time Intercity transit asked for a vanpool rate increase of 18%. I know as a state employee I've lost 3% of my income AND have had to endure work furloughs as well. Healthcare premiums have gone up and most working people who have done the right thing find their wealth has depreciated by 40% in the past 3 years. We've all had to find ways to cut back and still we lose ground. We aren't lucky enough to be able to pass along increases to "our customers" but have to find creative ways to stay ahead of the game. IT was one of the few entities to recently win approval for a tax increase for service when others have had to make drastic cuts to services and layoffs to employees. IT has not had to lay off any people as far as I know, and is doing better than most in this economy. When it's apparent IT has joined the rest of us, then perhaps raising Vanpool rates will make more sense. For now, IT should exhaust other means to remain fiscally solvent before raising rates to vanpool riders. In winning voter approval for a tax increase, this should be a positive for the people who use IT services. In these times "we the people" who are still working and paying taxes (taxes which are expected to skyrocket again in 2013)...we could use any break that comes our way. Up till now IT has had a sound business plan apparently to be in the best position it's in now so please find another way to stay ahead of the 'economy "Russian roulette". Thank you for your consideration and please don't be a part of the others who will be 'dog piling at any chance they get...</p>	Michael McQuade mstkid@yahoo.com
9/12/2012 Email	<p>I certainly understand the variables associated with fuel prices, costs of parts and labor. Was the return of state taxes (.375/gallon) on gas purchases, that could potentially add up to \$100,000 being returned to the VP gasoline budget taken into consideration? Additionally, could discontinuing the \$30 per month bus pass allowance for Intercity Transit employees in the Vanpool program be used to reduce a fare increase? 4 of 7 in my group pay almost nothing to commute to work. Many state agencies lost their \$50 reimbursement for commuting and are having to take a furlough day which, in effect, reduces their incomes. NOTE: I do not know the statistics of Transit employees or State employees who use the vanpool program.</p>	Judy Selleck jselleck@intercitytransit.com
9/12/2012 Email	<p>I support a small (not more than 10%) increase in van pool fares.</p>	Colleen Nelson colleen.nelson.cvdxd@statefarm.com

Summary of Public Comments

Proposed Increase of Intercity Transit Vanpool Fares

(Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/12/2012 Email	I oppose the vanpool fare increase. I feel that the dollars that are paid to IT adequately cover all fees, including fuel, for the service that is provided. If fuel costs are driving this, then make it mandatory that all vans fuel at either DOT sites or IT if these sites provide fuel at a discounted cost.	Stacia Speck sspeck@agr.wa.gov
9/12/2012 Email	Gas prices are going DOWN!	Sally See sees@wsdot.wa.gov
9/12/2012 Email	I'm not excited about the increase but it is certainly understandable. My vanpool is a GREAT help to me budget wise and is a far cry cheaper than driving (gas consumption) and paying for the bridge toll 5 days a week, each and every month. Thanks for the heads up, this email is very much appreciated. Not a happy one, but I will work it into my budget. Respectfully Michelle Watson Van Pool #2170	Michelle Watson mrwatson@doc1.wa.gov
9/12/2012 Email	If vanpool fares are raised – I think many state workers that are not receiving reimbursement assistance from their agency will start driving their own car. Right now, two of our vanpool participants are paying \$105.00 out of pocket and they were stating that it would be just as cheap to drive their own car. Definitely not a good idea to raise rates.	Theresa Buntun Buntun@Harboret.com
9/12/2012 Email	A 10% increase after an 18% increase three years ago while state employee's have had a 3% decrease in pay since 7/1/11 and our insurance premiums have doubled. I am not convinced you're close to running in the red anytime soon, I still think without the 10 % increase in fees your still making a profit, you just seem greedy to me. Everyone is getting by with less because of the state the economy is in and you may be making it worse for the worker who has no other choice than to ride Intercity Transit to keep their job and it may be the only job the family has at this time. Our agency's budget is so tight we are no longer reimbursed for riding the vanpool. So your increase will come out of my food budget for the month. That may not be a lot to you but I believe it will equal a couple of meals a month to me.	Windi Clark windic@dor.wa.gov
9/12/2012 Email	I am definitely not in favor of the 10% percent increase. Unfortunately, everything has increased but my salary. I have taken budget cut after budget cut and can't continue stretching my income. Many vanpool riders are State employees and our salaries have been slashed by 3%. Holding off on the increase would be great appreciated for many struggling employees such as myself.	Letitia Howard letitia@dor.wa.gov

Summary of Public Comments

Proposed Increase of Intercity Transit Vanpool Fares
(Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/12/2012 Email	Opposed to any fare increase as salaries have remained stagnant for several years. Can the fare increase be avoided by requiring all vanpools to use subsidized IT gas at least 75% of the time?	Jugesh Kapur kapurju@wsdot.wa.gov
9/12/2012 Email	The last fare increase was in response to rising fuel costs. At that time the cost of fuel rose to approximately the current cost of fuel on a price per gallon basis. Following the spike, fuel prices declined but there was no decline in the vanpool fares as the price of fuel declined. I am opposed to any increase in van pool rates and further erosion of public services.	William Moody moodyw@wsdot.wa.gov
9/12/2012 Email	I wouldn't be thrilled w/an increase in my vanpool fare, however my hope is that the fares are NOT raised for handicapped people (such as dial-a-lift) as they are on such limited incomes and it would truly be a hardship for them. Thank you.	Kristi Busch kdbusch@doc1.wa.gov
9/12/2012 Email	I live on a day to day basis when it comes to money. I'm willing to pay a little more considering the circumstances, but 10% does seem a bit much for me. I think 5% would be a better increase. I love taking the van and it is better than having all the miles on my vehicle so in the long run I'll do which ever increase to continue riding the van.	Catrina Anderson ancc235@lni.wa.gov
9/12/2012 Email	No rate increase	Ray Lopez ray.a.lopez.civ@mail.mil
9/12/2012 Email	Intercity Transit provides a valuable service far exceeded by the expense. Even with a 10% increase, the cost of the vanpool is significantly less than driving alone or carpooling.	Steven Sherman ssherman@dfi.wa.gov
9/12/2012 Email	Fare increase, if any, should be based on distance travelled and number of vanpoolers, not overall flat 10%.	Julie Rhodes julie.rhodes@doh.wa.gov
9/12/2012 Email	Comment: I have been a participant in a vanpool from Seattle for the last 4.5 years. In my experience, it is a very cost effective service, particularly in comparison to the costs of a private vehicle single occupancy commute of that distance. It seems like a fair amount to increase the charge by 10%, and still provides a sizeable savings. If this is the cost of maintaining as high quality of service as is currently available it is worth it. My only additional request for consideration is that if fuel costs drop significantly, that the charge of the program be reviewed to see if the charge can be lowered proportionately. So this is treated more as a temporary surcharge, than as a permanent increased fee.	Tim Bernthal tim.bernthal@commerce.wa.gov
9/12/2012 Email	I agree but for temporary increase due the situation we face & in 1 year we can make a permanent 5% increase	Juan Crisostomo juanluffdoll@aol.com

Summary of Public Comments

Proposed Increase of Intercity Transit Vanpool Fares
(Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/12/2012 Email	Please DO NOT increase the fare for the “van poolers”. What is the difference in price for the bio fueled buses, etc. and what you pay for normal gas that the general public purchases? Are you trying to pull the wool over our eyes? I do not think the price of gas has gotten high enough. The price of gas is barely over 4 dollars per gallon. Gas has been way higher than it is now. This is not fair to state employees who have taken a pay cut. I don’t know what the percentages are but I am assuming that most of your vanpoolers are State Employees. I believe InterCity transit could consider raising fares for all of the services that InterCity transit provides. This would be a more considerate thing to do if you absolutely need more revenue.	Judy Montezdeoca judy.montezdeoca@ssa.gov
9/12/2012 Email	I am not in favor of the 10% rate increase. I think times are hard enough without a rate increase especially a 10% rate increase. I think it will have a negative effect on people that vanpool and some people will drop out. I think if you fuel up at intercity transit then your vanpool should not be subject to the rate increase.	Sharon Pecheos sharon.pecheos@doc.wa.gov
9/13/2012 Email	I appreciate ICT for making a van available from King County to Olympia. I recognize the increase in gas price but a 10% increase seems a little high – currently we are paying \$118 per month each for 4 days per month (7 riders per van). The fees will be \$130 each with the increase. Please consider whether a smaller increase would cover costs. Thanks.	Joan Hardy Joan.hardy@doh.wa.gov
9/13/2012 Email	I support the 10% rate increase.	Geoffrey Dorsey Geoffrey.H.Dorsey@usace.army.mil
9/13/2012 Email	I have been riding a vanpool for over a year. My reasons for choosing a vanpool are many, including: better for environment, better for traffic, better for future generations. Convenience is definitely not on my list of reasons to vanpool. Until now, cost has been a bit of a dilemma, because calculations do not show that it saves me much money, but for the most part, it isn’t more expensive than driving myself. However, a cost increase would offset this dilemma and push me towards choosing not to participate in vanpool anymore. It should not cost more money to ride on a vanpool that it would cost to drive myself – especially since it has some inconveniences. I suggest that Intercity Transit looks at ways to decrease costs in other areas in order to avoid an increase in rider fares to cover fuel costs.	Marie Tucker Marie.tucker@k12.wa.us
9/13/2012 Email	I am a Washington state employee and we have taken a 3% pay cut back in 2010 for 3 years and I do not think there should be an increase in van fares at this time especially in this current economy.	Eileen Proctor eproctor@esd.wa.gov

Summary of Public Comments

Proposed Increase of Intercity Transit Vanpool Fares
(Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/13/2012 Email	<p>The National Average for gas before the 2009 vanpool fare increase was \$4.05 shortly after that the price of gas fell to \$1.79 and has slowly increased to this point. Currently the National Average is \$3.90 which is still \$.15 cheaper than when the Fare was raised the first time. The IAM employees Have only received a 3% wage increase over the past three years and the ATU has been offered 0%, Where is the increased cost? What happened to the money saved on fuel from Jan 2009 until late 2011 when the price national average hovered at \$1.79? Lets say cost of a new Vanpool van is roughly \$30,000 if you drive that van 100,000 miles, which is roughly when IT surpluses them the cost is about \$.30 a mile. but if you drive that same vehicle for 200,000 miles, which all vehicles now days are easily capable of, the cost falls to \$.15 a mile. I don't think IT has made a strong argument for a 10% vanpool fare increase or a 25% Bus fare increase. I think the real problem is that IT has lost focus on what we are here to do, Save the planet, or provide cheap reliable transportation? Hybrid buses and staff cars cost twice what conventional comparable fuel economy and emissions vehicle do. I look around the employee parking lot here at IT and find very few Hybrid or Electric vehicles including those owned by senior management. Why? What I'm trying to say is let's think smarter rather than through money at the problem.</p>	William Snyder wsnyder@intercitytransit.com
9/13/2012 Email	<p>I know that you have to do what you need to do to stay solvent, but I have taken a pay cut & nothing is going down in my world if you raise the rates & my department cuts my supplement it isn't worth it to me to continue & the advantage would be to commute solo. Vanpooling has been a give & take & a source of frustration I am sometimes at my wits end but think of the advantages of vanpooling if there is no advantage to it anymore I would seriously reconsider my commute options.</p>	Sharon Linder lindesm@wsdot.wa.gov
9/13/2012 Email	<p>I know that fueling at the Intercity Transit garage is much less expensive but it is difficult for many vanpools to stop there. I would like to suggest that you check into being able to use State General Services motorpool fueling stations for the vanpools. If possible that would expand the fueling options to dozens in Western Washington at a steeply reduced rate. You could then require all vanpools to use them or, if they still choose to use commercial gas stations, levy a monthly surcharge on those that do not use the cheaper fueling.</p>	Jesse Taylor jesse@xwb.com
9/13/2012 Email	<p>Wow - I hope the monthly vanpool subsidy provided by govt will cover the entire vanpool cost. Thanks for sharing!</p>	Michael Kyser michael.kyser@us.army.mil

Summary of Public Comments

Proposed Increase of Intercity Transit Vanpool Fares
 (Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/13/2012 Email	I think the current van pool prices are high enough.	Steven Smith smsmith500@yahoo.com
9/13/2012 Email	Because I charge for five riders and divide it by six, it helps the one rider who has to pay all of his fee. All of a sudden his up to \$101-102 a month with no help from his company. If the fee goes up, I don't know if he will stay with us or go back to driving. Thanks.	Karen Davis kdavis@esd.wa.gov
9/13/2012 Email	When the last increase was proposed, we were at this level. We do not need another increase. Gas prices will go down after labor day as they always do. We'll have people drop if you raise prices. I know, because I'll drop.	Ron Ray ronray4@comcast.net
9/13/2012 Email	People's budgets are already stretched to their limits and many will not be able to afford the hike in fees and will drop off from the vanpool. I am one of many that are currently under a reduction in pay and cannot afford another 10% increase. An 18% increase 3 yrs ago should be sufficient to cover the gas increases since they were high at that time. I do not agree an increase is necessary and reject the proposal.	Barbara Taylor barbarap@drs.wa.gov
9/14/2012 Email	against fare increase	Shanna McCuiston smccuiston@bop.gov
9/14/2012 Email	Even though it is much cheaper to vanpool than drive there are others out there who may be recruited to join a vanpool at the current rate. If the rates go the incentive goes down and so does potential new riders.	Jocelyn Hofe jhofe@dol.wa.gov
9/14/2012 Email	I understand the need for a rate increase occasionally but your ridership has been taking cuts to their own pay, having insurance increases...well everything increases and this would be just another increase. In 2008 it was what 13 or 18%, this is 10% proposed, I recommend wait until state employees can get a step raise in 2013 –maybe.	
9/14/2012 Email	I don't object in theory to a rate increase because I know that operating costs have increased with the cost of fuel and my fare is subsidized. However, 10 percent seems a little steep after an 18 percent increase just three years ago. Have operating costs really increased by almost 30 percent in just over four years? I think this increase will drive some people out of van pools and back into cars and driving alone. You should be sensitive to van pool costs increasing to the point that it would no longer be cost effective for some people to participate. One of the reasons for van pooling is to decrease congestion on the road. If people feel it no longer makes sense to van pool because it has become too cost effective for them, that puts that many more cars on the road.	Robert Jarrett rcjarrett@wa.usda.gov

Summary of Public Comments

Proposed Increase of Intercity Transit Vanpool Fares
(Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/14/2012 Email	While I hate to see another one of expenses increase, I completely understand why a 10% increase is necessary. Even with a 10% increase it would cost me more money to drive my private vehicle to work every day.	Diann Locke diannl@dor.wa.gov
9/14/2012 Email	The last time the gas prices increased, the same reasoning for raising the vanpool fare was given. When the prices went down for quite a long period of time, the vanpool increase did not decrease to reflect the change, it remained at the higher rate. Here we are again with another request for higher prices at the already increased price. Those of us who are WA State workers have already had our pay cut by 3% and are told this is in effect until June 31, 2013. I have no doubt when this date comes, we will be told the wage freeze will stay in affect and won't be lifted due to the State's continued budget problems. I personally have worked for WA State for over 22 and ½ yrs. and have not seen a pay increase for going on 6 yrs with no chance of that happening unless I get a second job! Each time it comes time for at least a small cost of livening increase, we are told that can't happen due to the States budget situation. Just how long do we have to be the ones to suffer for the State's budget problems? Looking at my annual salary for the last three years, it's gone down instead of up! I'm a one-income person just trying to hold on by taking advantage of the benefit of commuting by vanpool. I pay a house payment with no chance to move closer to my job, because I couldn't even afford the prices now charged for rent! I was fortunate enough to buy my house long enough ago that my house payment is less than what I would pay to rent a place. At this rate of everything going up but my salary, I don't think I'll EVER get a chance to retire until I'm 90+years old...if even then! Please take my comments into consideration when making a decision about an increase. I'm sure there are very many more people in the same "boat" as I am.	Darleen McColley darleen.mccolley@wsgc.wa.gov
9/14/2012 Email	This is my comment take it or leave it – with the comment made in the memorandum para 1 line 3 about needing to increase the rates due to the increase in price of gas is bull. Where is the increase in gas. The cost of gas is lower now than it was in 2009 and they never decreased the cost when the gas prices fell but left the rates the same – I think that if they keep increasing the rates to vanpoolers and the state takes away the incentive to ride vans, riders are going to show less interest to ride the vans.	Carla Sharp carla.sharp@hca.wa.gov
9/17/2012 Email	Fares have already gone up to meet the high cost of gas. When gas prices come down, the fares never go down.	Mike Low Lowm235@lni.wa.gov

Summary of Public Comments

Proposed Increase of Intercity Transit Vanpool Fares
 (Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/17/2012 Email	As of July 2012, my agency (WA State Patrol) no longer subsidizes me for the \$50 incentive to participate in public transit options. Should the proposed 10% increase pass, it is likely that participating in the vanpool will no longer be feasible for me and where I live, there is no bus route available. In my three year's experience with Intercity Transit, finding a vanpool that fits your routine work schedule is very difficult, various bus routes are being discontinued, combined with the proposed rate increase, as well as situations where more and more agencies are taking away their monetary incentives makes it very difficult to justify participation in any public transit programs.	Susan Sabillo susan.sabillo@wsp.wa.gov
9/17/2012 Email	If vanpool fare are being raised due to high fuel costs, will there ever be a reduction in price if fuel cost lower in the future?	Stefanie Orlaineta Stefanie.orlaineta@dfw.wa.gov
9/17/2012 Email	<p>We all understand the rising costs of maintaining our vanpools; unfortunately, OUR costs have risen, too and we've had to eat paycuts as State employees. Please don't tap into our wallets any further. Higher costs may just drive (play on words!) me to carpooling with a friend rather than utilizing the vanpool if costs rise.</p> <p>Our agency quit helping subsidize our vanpool, and it's already costing me \$60 more a month – and our usual fee is about \$120, so all of that is NOW coming out of my pocket. I'm broke enough! Please try to economize some other way.</p>	Connie Nabors connie.nabors@hca.wa.gov
9/17/2012 Email	I understand the high fuel costs but, the prices are already hard to afford for people who are paying out of pocket. There are a lot of agencies now that do not reimburse for vanpool fairs. By raising the prices you may see more people choose to drive themselves. There are people who only vanpool because it saves them some money and its one less car off the road. However, when you vanpool you can't always run errands like you could if you drove your own car. If the vanpool prices go up there isn't much incentive to continue.	Elysa Jones elysa.jones@doh.wa.gov
9/17/2012 Email	As costs for just about everything from food to fuel, insurance, clothing, utilities, you name it, have gone up, the pay for state workers has gone down. Please don't add to the ever increasing expenses until state workers have gotten a cost of living raise, or at least until they have removed the salary reduction.	Dale Davis dale.davis@ecy.wa.gov
9/18/2012 Email	Everything is going up but it is still cheaper than driving ourselves.	Cindy English cenglish@esd.wa.gov

Summary of Public Comments

Proposed Increase of Intercity Transit Vanpool Fares
(Comments received by Wednesday, October 3, 2012)

Comment Received	Comment	Customer Contact
9/19/2012 Email	This increase would create a hardship in many of us. Our vanpool #1906 Group #118, within the last month, has: recently lost a rider, two of us have had our vouchers taken away from our agencies to help pay for the monthly costs, and now we get hit with this (<i>possible</i>) 10% increase from IT. I'm afraid that IT may be losing a lot of riders if this 10% increase goes into effect. I know that the other rider on my van and I have already discussed how we may have to stop riding the van if the cost rises; that would be unfortunate for all parties involved.	Lucinda Boyd boydll@dshs.wa.gov
9/20/2012 Email	My comment is that 10% is a significant increase after an 18% increase three years ago. I understand that the rates did not decrease when gas prices went down the last time. Since the increase is primarily a response to high fuel costs (which may go down again), maybe 5% would be better. With increases at 28% over four years, it may make people consider buying a commuter car instead of vanpooling.	Brenda Davidson brenda.davidson@doh.wa.gov
9/22/2012 Email	I have been a Van Pool rider for over 9 yrs and recall the last price increase - due to rising Gas prices. However, when gas prices went down - Van Pricing remained the same. PLEASE do not misunderstand me, I do not dispute the fact that Van costs continue to rise. As you are aware, many of your riders are State employees. Please recall that State employees took a Required Pay Cut - This pay cut will continue thru June 30, 2013. While I do not dispute the need for a required Van Pool rate increase, I would suggest the effective date be delayed 6 months (at a minimum) - One year might be more reasonable, as there are no indications of a pay raise - Just reinstatement of the Prior Pay Reduction. Thank you for your consideration, and Help on this matter.	Robert (Bob) Ellsworth kimbob99@hotmail.com, or ellr235@lni.wa.gov

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-A
MEETING DATE: October 3, 2012

FOR: Intercity Transit Authority

FROM: Carolyn Newsome, Vanpool Manager, 705-5829

SUBJECT: Surplus Van Grant Program

-
- 1) **The Issue:** Whether to authorize the General Manager to grant up to four surplus vanpool vehicles to non-profit or public agencies within the Thurston County Public Transportation Benefit Area (PTBA).
-
- 2) **Recommended Action:** Authorize the General Manager to grant four surplus vanpool vehicles to Boys & Girls Clubs of Thurston County, Catholic Community Services, Thurston County Police Athletic League, and Wee Love Learning Early Learning Center.
-
- 3) **Policy Analysis:** The Surplus Van Grant program supports the Transit Development Plan's goal of strengthening partnerships with local agencies and groups by assisting them in meeting their need for group transportation.
-
- 4) **Background:** On September 3, 2003, the Intercity Transit Authority adopted resolution 07-03 creating the Surplus Van Grant program. This program makes up to four surplus vanpool vehicles available each year to non-profit groups in the Thurston County PTBA to meet the transportation needs of their clients not met by Intercity Transit's regular services. Community groups have been granted 25 vans since the program began.

Staff sent notices to community groups, prepared a press release, and utilized the Thurston Regional Planning Council's list of community service groups to announce the program. The Executive Services Director sent applications to United Way groups, and the Vanpool Manager presented the program to the Citizen Advisory Committee (CAC). Marketing staff utilized our website and social media to advertise the program. Staff also held two pre-application open houses for interested groups.

A review team, consisting of Ann Freeman-Manzanares, Development Director; Meta Hogan, CAC member; and Carolyn Newsome reviewed five applications received by the September 14th deadline. Utilizing selection criteria that included passenger trips providing community benefit, coordination of services and the

ability to maintain the vehicle and service, the team is recommending award of vehicles to **Boys & Girls Clubs of Thurston County, Catholic Community Services, Thurston County Police Athletic League, and Wee Love Learning Early Learning Center.**

Boys & Girls Clubs of Thurston County will use their granted van to serve low-income and at-risk youth for before and after school programs and field trips.

Catholic Community Services operates Drexel House, emergency and transitional housing for chronically homeless and disabled single men and women. They will use their van for medical and social services appointments, trips to the food bank and recreational trips.

Thurston County Police Athletic League (PAL) will transport youth, staff and volunteers to local, state and regional events. PAL provides programs for low-income and at-risk youth and teens.

Wee Love Learning Early Learning Center primarily serves low-income families in Olympia and Tumwater. With their granted van, the center will transport year-round students to field trips that incorporate environmental education and community service along with traditional learning.

5) **Alternatives:**

- A) Authorize the General Manager to grant four surplus vanpool vehicles to Boys & Girls Clubs of Thurston County, Catholic Community Services, Thurston County Police Athletic League, and Wee Love Learning Early Learning Center.
- B) Don't make surplus vans available for the program in 2012.
- C) Delay action until a future date.

-
- 6) **Budget Notes:** The surplus van program will result in lost revenue to Intercity Transit from the sale of surplus vans. This is estimated at \$3,500 per vehicle or a total of \$14,000 for the four vehicles.

-
- 7) **Goal Reference:** Goal 4, *"Provide responsive transportation options."*

-
- 8) **References:** 2012 Van Grant Evaluation Worksheet.

Worksheet for Evaluation – 2012 Intercity Transit Surplus Van Grant Program

Applicant	Boys and Girls Clubs of Thurston County	Catholic Community Services	Drunk Driving Prevention Program	Thurston County Police Athletic League (PAL)	Wee Love Learning Early Learning Center
Selection Criteria	Non-profit before and after school youth program	Community Service Organization	Community Service Organization	Community Service Organization	Church/Daycare
1. Community Benefit	Provide transportation to school age members, transporting elementary school members to Michael T Simmons, Peter G. Schmidt and Tumwater Hill High School. Also transport students to Tumwater Middle School for after school programs.	Provide transportation to residents for supportive services such as appointments with medical, dental and mental health providers. Provide trips to the Food Bank, AA/NA and Veterans Affairs.	Provide transportation to help reduce the number of DUI related deaths and injuries in Thurston County by providing a free designated driver service for anyone over the age of 21 that requests a ride home. Service offered Friday and Saturday nights from 7:30 PM until 3:30 AM.	Provide transportation to youth, staff and volunteers to local, state and regional events as well as monthly coaches, official meetings and clinics. Vehicle will also be used to transport members and staff of the Thurston County Police Athletic League.	Provide before and after school transportation for school-aged children and provide transportation for year-round students to go on field trips.
2. Total Number of annual trips provided.	10,680	900	4,567	3,004	3,800
3. Passenger Profile	Youth from kindergarten through high school, 27% qualified for free and reduced school lunch program.	Low-income, formerly homeless men and women at 30% average median income or below.	Primarily serving people who could potentially drink and drive.	Youth, teens and young adult members of the Thurston County PAL, low-income, at risk youth.	Serving children with disabilities, low income families, senior citizens and at-risk youth and adults.
4. Service Area	PTBA	PTBA	30 mile radius of Joint Base Lewis McChord	PTBA	PTBA
5. Coordination of Service	No	No	Program coordinates with Army Substance Abuse Program and Alcoholics Anonymous.	No	Program coordinating with Olympia Christian School
6. Current Transportation	12-passenger mini-bus with 65,059 miles.	1997 Chevy Astro (will donate van to Community Kitchen for meal delivery.)	POVs of volunteers.	Members, staff and volunteers use POVs.	12 passenger van and Intercity Transit's, Community Van program and POVs.

Worksheet for Evaluation – 2012 Intercity Transit Surplus Van Grant Program

Applicant	Boys and Girls Clubs of Thurston County	Catholic Community Services	Drunk Driving Prevention Program	Thurston County Police Athletic League (PAL)	Wee Love Learning Early Learning Center
7. Bus and Dial-A-Lift usage	No	Yes	No	No	No
8. Expand or Replace Service or Both	Replace	Both	Expand	Both	Both
9. Application in coordination with other agencies?	No	No	No	No	Wind Works Fellowship

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-B
MEETING DATE: October 3, 2012

FOR: Intercity Transit Authority

FROM: Heather Stafford, 705-5861

SUBJECT: General Manager Recruitment Process

-
- 1) **The Issue:** What aspects should the agency partner with an executive search firm in the General Manager recruitment process to attain the best talent in the most effective and efficient manner?
-
- 2) **Recommended Action:** Retain the services of an executive search firm to partner throughout the General Manager recruitment process, which has a proven performance track record of executive recruitments in a public agency, industry knowledge/databases, and functional expertise utilizing a full partnership model (explained in the alternatives).
-
- 3) **Policy:** Sections III and 8.1 of the Authority by-laws (see attached).
-
- 4) **Background:** Mike Harbour, our current General Manager, is leaving the agency on October 26, 2012. This will not be a standard recruitment process; finding the right leadership is essential to the continued success of this agency. Therefore, it is imperative to develop the proper strategy for this executive recruiting campaign.

A full executive recruitment process is likely to take between three and four months. At Intercity Transit, recruitment and selection is a centralized function performed by the Human Resources Department. The Human Resources Director, or designee, is responsible for all employment activity and for overseeing the hiring process, including recruitment, selection, interviewing, and references. Currently, the Human Resources Department is fully staffed with highly skilled and technically qualified professionals, who can design and implement this level of recruitment process. Unfortunately, the department's anticipated workload for the next few months is likely going to exceed current staff capacity. In addition to the department's usual, very ambitious workload, additional upcoming projects include: a multiple-month intensive preparation for interest arbitration with the ATU, which is likely to be scheduled for hearing in early 2013; managing a very high volume of candidates for the recruitment and selection of ten to twelve Operators; and managing a high volume candidate response for the recruitment and selection of a new accounting staff member. It is customary for departments of our size and in an agency of our size, to gain additional technical staff capacity by partnering with an executive search firm to assist in the recruitment and selection of top leadership.

Partnering with an executive search firm streamlines the work flow. Additionally, executive search firms have the expertise and access to the most effective tools and technology to leverage for high level recruitment projects, such as access to proprietary resume databases, relationship networks, and expertise in competitor targeting and internet web-mining. These firms also have resources and staff time necessary and needed to recruit passive candidates and target leaders in successful agencies who possess the characteristics and criteria the board is seeking.

It is important to find a recruiting partner whose approach and capabilities meet the needs of the Authority and one which the agency/ Authority does not relinquish complete control of the process to a third party. The level of involvement of an executive search firm for this General Manager process is an Authority decision. A comprehensive General Manager recruitment process would include several steps (see attached).

An executive search firm typically has the technical expertise to do all and any phase of an executive recruitment process, and some are able to offer services on an a la carte basis without any loss of quality.

5) **Alternatives:**

A) Retain the services of an executive search firm utilizing a Full Partnership.

The Authority could partner with the Human Resources Director and an executive search firm to assist in facilitating our recruitment process for a new General Manager. By partnering with the HR Director and a search firm, the Authority would maintain overall control of the process. This option would result in expenditure of roughly 20-25% of the General Manager salary, yet would likely improve the quality of applicants and the quantity of qualified applicants.

B) Retain the services of an executive search firm using a Hybrid Model. The Authority could select certain phases of the recruitment process to be outsourced to an executive search firm. While there would be financial benefits to this option, the process could feel disjointed to applicants and the time to hire may be delayed based on agency Human Resources staff availability.

6) **Budget Notes:** A full partnership would cost the agency approximately \$30,000 for projected executive search services.

7) **Goal Reference:** Recruiting a General Manager will help achieve all goals of the agency.

8) **References:** N/A

GENERAL MANAGER RECRUITMENT PROCESS

1. Scope of the Project. Meet with the Authority to determine work plan, timing, communication methods, and level of involvement of the Authority, Senior Management Team, and agency staff; and also discuss the scope of the outreach (geographically/regionally).
2. Determination of Desired Knowledge, Skills, Abilities and Success Factors. Based on Authority's affirmation, meetings (and possibly surveys) will occur with Authority members and agency staff at a variety of levels.
3. Develop the Candidate Profile. Recruitment materials are designed identifying the desired personal and professional characteristics based on Board and agency input, as determined by the Authority.
4. Outreach. Launch advertising campaign on-line and possibly in print.
5. Recruiting. Through extensive networks, contact is made with those individuals that meet the hiring authority's criteria, including contact with passive candidates and via insider connections.
6. Information Gathering. Resumes are screened based on Authority's recruitment criteria and phone/in-person interviews are conducted with a number of qualified candidates.
7. Initial Interviews. Brief the Authority regarding top candidates recommended to proceed for on-site in-person interviews.
8. Due Diligence. Thorough reference and background checks performed.
9. Final Decision. Authority briefed on risk, fit, and assessed strengths and stretches for each final candidate based on information collected throughout the process.

**Excerpts - Intercity Transit Authority
Bylaws**

III. POWERS, RIGHTS, RESPONSIBILITIES

The Authority shall be responsible for establishing and monitoring the policies of Intercity Transit, its budget and its service levels. The Authority shall appoint and oversee the performance of the General Manager of Intercity Transit. Nothing in these bylaws is intended to limit the general powers of the Authority; the Authority retains all powers granted to it under the laws of the State of Washington. (Res. 03-2007)

VIII. APPOINTED POSITIONS

8.1 General Manager. The Authority shall appoint a General Manager who shall be responsible for the executive and administrative functions of Intercity Transit and who shall have such power and perform such duties as shall be prescribed by law and action of the Authority. (Res. 1-96; Res. 03-2007)

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 10
MEETING DATE: October 3, 2012

FOR: Intercity Transit Authority
FROM: Rhodetta Seward (705-5856)
SUBJECT: Executive Session

1) **The Issue:** Whether to conduct an Executive Session to discuss the qualifications and performance expectations of an interim General Manager.

2) **Recommended Action:** Conduct an Executive Session to discuss the qualifications and determine the Authority's performance expectations of an interim General Manager.

3) **Policy Analysis:** Per the Authority Bylaws, the Authority shall be responsible to appoint and oversee the performance of the General Manager of Intercity Transit (Section III). Section VIII, 8.1 General Manager. The Authority shall appoint a General Manager who shall be responsible for the executive and administrative functions of Intercity Transit and who shall have such power and perform such duties as shall be prescribed by law and action of the Authority.

4) **Background:** Current General Manager Mike Harbour tendered his resignation effective October 26, 2012. Over the next several months, Heather Stafford, Human Resources Director will work with the Authority to recruit a General Manager. In the interim, the Authority shall appoint a person to continue serving in the role of Intercity Transit's General Manager until they make a selection for Mike Harbour's replacement.

During the Executive Session, the Authority will discuss the qualifications of candidate(s), the Authority's performance expectations of an Interim General Manager, and proposed salary.

5) **Alternatives:** N/A

6) **Budget Notes:** N/A

7) **Goal Reference:** The agency needs to have an interim General Manager in place while the Authority works through the recruitment process, so all goals can continue to be met.

8) **References:** N/A