

AGENDA
INTERCITY TRANSIT AUTHORITY
May 7, 2014
5:30 P.M.

CALL TO ORDER

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

- 2) **INTRODUCTIONS** **15 min.**
 - A. **David Copley, Walk-n-Roll Assistant** (*Meg Kester*)
 - B. **Jessica Gould, Walk-n-Roll Curriculum Assistant** (*Meg Kester*)
 - C. **Erin Pratt, Travel Training Coordinator** (*Jim Merrill*)
 - D. **Curt Daniel, Travel Training Coordinator** (*Jim Merrill*)
 - E. **Grant Swidecki, Technician 1** (*Lindy McCarthy*)

- 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:** April 2, 2014, Regular Meeting; April 16, 2014, Work Session.

 - B. **Payroll:** April 2014 Payroll in the amount of \$1,109,081.49.

 - C. **Accounts Payable:** Warrants dated April 4, 2014, numbers 16334-16418, in the amount of \$872,412.68; warrants dated April 18, 2014, numbers 16422-16515, in the amount of \$531,799.74 for a monthly total of \$1,404,212.42.

 - D. **Maintenance Contract for Telephone System:** Authorize the General Manager to execute a one-year contract with Siemens for the maintenance of the agency telephone system for \$32,608, including taxes. (*Marilyn Hemmann*)

- 5) **PUBLIC HEARINGS - None** **0 min.**

- | | | |
|-----|--|----------------|
| 6) | COMMITTEE REPORTS | |
| | A. Thurston Regional Planning Council (<i>Karen Valenzuela</i>) | 3 min. |
| | B. Transportation Policy Board (<i>Ryan Warner</i>) | 3 min. |
| | C. Citizen Advisory Committee (<i>Victor VanderDoes</i>) | 3 min. |
| 7) | NEW BUSINESS | |
| | A. Regional Transportation Plan Priorities Survey (<i>Jailyn Brown</i>) | 30 min. |
| | B. Server System Relocation (<i>Jeff Peterson</i>) | 10 min. |
| | C. Fiber Optic Cable for Lacey Transit Center (<i>Jeff Peterson</i>) | 10 min. |
| | D. Transit Center Security Services (<i>Jeff Peterson</i>) | 10 min. |
| | E. Schedule 2015-2017 TIP Public Hearing (<i>Bob Holman</i>) | 15 min. |
| 8) | GENERAL MANAGER'S REPORT | 10 min. |
| 9) | AUTHORITY ISSUES | 10 min. |
| 10) | EXECUTIVE SESSION - None | 0 min. |

ADJOURNMENT

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
April 2, 2014

CALL TO ORDER

Chair Messmer called the April 2, 2014, regular meeting of the Intercity Transit Authority to order at 5:30p.m., at the administrative offices of Intercity Transit.

Members Present: Chair and Citizen Representative Karen Messmer; Vice Chair and City of Olympia Councilmember Nathaniel Jones; Thurston County Commissioner Karen Valenzuela; City of Lacey Councilmember Jeff Gadman; City of Tumwater Councilmember Debbie Sullivan; and Citizen Representative Marty Thies.

Members Absent: City of Yelm Councilmember Joe Baker; Citizen Representative Ryan Warner; and Labor Representative Ed Bricker.

Staff Present: Ann Freeman-Manzanares; Erin Hamilton; Marilyn Hemmann; Meg Kester; Jim Merrill; Pat Messmer; and Jeff Peterson.

Others Present: Legal Counsel Dale Kamerrer and Citizen Advisory Committee (CAC) member Leah Bradley.

Chair Messmer welcomed new Authority member, City of Tumwater Councilmember, Debbie Sullivan.

APPROVAL OF AGENDA

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

INTRODUCTIONS

- A. Meg Kester announced David Copley, Walk n'Roll Assistant and Jessica Gould, Walk n'Roll Curriculum Assistant were not available for introduction this evening.
- B. Jim Merrill introduced **Michael Fuller, Vehicle Cleaner; Ron Hughes, Service Worker; and Marcus Savage, Service Worker.**

Intercity Transit Authority Regular Meeting

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PUBLIC COMMENT

James Wilkins, 750 Old Pacific Highway SE, #B, Olympia, indicated his wife applied for Dial-A-Lift (DAL) service; however, she's not eligible because they are out of the PTBA. They have looked into this matter for some time, and phoned DAL Dispatch on several occasions regarding the subject. On March 26, 2014, they observed a DAL van traveling down their street, and found that odd since there is no service in this area.

He explained his wife needs to be independent, and DAL would allow her this freedom. Mr. Wilkins noted they live in a small community near a main corridor that is heavily traveled. Mr. Wilkins asked the Authority to look into the possibility of providing service to this area.

Mr. Wilkins also indicated it's a forgotten area and it takes much effort to cross the street/highway. He believes it's only a matter of time before someone gets hurt. They were able to relocate their mailbox to the same side of the street as their residence. There is no place to walk from Steilacoom to the Nisqually turnoff. Mr. Wilkins asked if improvements could be made like putting down gravel on that side of road to make room for walking or running. Mr. Wilkins requested a response in writing.

APPROVAL OF CONSENT AGENDA ITEMS

It was M/S/A by Commissioner Valenzuela and Councilmember Gadman to approve the consent agenda as presented.

- A. Approval of Minutes:** March 5, 2014, Regular Meeting; March 19, 2014, Work Session.
- B. Payroll:** March 2014 Payroll in the amount of \$1,905,349.40.
- C. Accounts Payable:** Warrants dated March 7, 2014, numbers 16142-16219, in the amount of \$530,334.70; warrants dated March 21, 2014, numbers 16236-16332, in the amount of \$655,532.28 for a monthly total of \$1,185,866.98.
- D. 401(k) Deferred Compensation Plan Update** (*Ben Foreman*).

COMMITTEE REPORTS

- A. Thurston Regional Planning Council (TRPC).** Commissioner Valenzuela reported the TRPC met March 7. Members received a presentation from the Mayor of Olympia, Stephen Buxbaum, on Local Food Systems 101. They also received an update by Senior Planner, Jailyn Brown, about the updating of the Regional

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April 2, 2014

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Transportation Plan, which includes a public engagement process on vision and priorities. That also entails a survey TRPC will launch soon, and the public is encouraged to access the TRPC website, view a video and take the survey. She noted one of the exercises will be to challenge the survey taker to spend \$500 on the transportation project. Valenzuela asked Meg Kester to insure all Intercity Transit employees were made aware of the survey.

B. Transportation Policy Board (TPB). No report.

C. Citizen Advisory Committee (CAC). Leah Bradley said Mary Williams gave the CAC a presentation about her program, Rebels by Bus. They also received a Village Vans update, and discussed the upcoming CAC recruitment process.

NEW BUSINESS

A. Citizen Representative Recruitment. Citizen Representative Thies is resigning after serving more than seven years, and his second full term would have ended December 31, 2015. Pat Messmer asked the Authority for direction regarding whether to proceed with the recruitment process of a new Citizen Representative to replace Thies. Staff also needs direction regarding the selection timeframe and whether or not the Authority wishes to establish an ad hoc committee or utilize the entire governing body in the selection process.

After discussion, the Authority agreed the entire Authority will serve on the interview panel. The proposed timeline is:

- Applications and recruitment advertising will begin this week with an application deadline of May 15.
- Applications would be distributed to the Authority on May 16 for review.
- Authority selects final candidates to be interviewed at the May 21 special meeting.
- Interviews to be held between May 27 and June 13.
- Authority announces appointment at the June 18 special meeting.

Councilmember Gadman encourages current CAC members to apply for the position. He also indicated he liked the idea of forming an ad hoc committee to filter through the initial applications and to provide a recommendation of three or four candidates to interview.

- B. Landscaping and Grounds Maintenance Services.** Erin Hamilton presented a request to approve a 27-month contract with American Landscape Services (ALS) LLC, for landscaping and grounds maintenance services.

It was M/S/A by Commissioner Valenzuela and Councilmember Sullivan to authorize the General Manager to enter into a 27-month contract with three one-year options to extend with American Landscape Services (ALS) LLC, for the provision of landscaping and grounds maintenance services in an amount not-to-exceed \$108,520, including taxes, for the initial 27-month period.

- C. Purchase of Passenger Shelters.** Jeff Peterson presented a request for the purchase of 28 passenger shelters with kiosks. This purchase also includes 10 shelters for the bus pad improvement project and 18 shelters to meet projected needs and inventory levels.

It was M/S/A by Councilmember Gadman and Citizen Representative Thies to authorize the General Manager to issue a purchase order to Handi-Hut, Inc. for 28 passenger shelters with kiosks, in the not-to-exceed amount of \$113,573, including taxes and freight.

- D. Bus Stop Project Update.** Dennis Bloom noted an error on the agenda, first paragraph under Item 4 – Background, last sentence should read, “will have provided close to \$1,285,000 in improvements....” Bloom proceeded with a presentation on the current bus stop improvement process. The presentation included a summary of current Intercity Transit bus stop inventory and characteristics.

We currently have 940 bus stops (transit centers not included) compared to 820 stops in 2005. The number of bus stops that are fully ADA accessible totals 675 or 72%; 253 or 27% are functional stops (meets ADA requirements but do not have curb landings); and 12 stops are currently not ADA accessible.

Bloom provided an analysis of existing bus stops which included:

- Route and schedule/frequency
- Amenities: shelters, benches, ADA accessible
- Board Counts (on-off counts)
- Site Selection Scoring Process

Bloom reviewed the priorities for stop enhancement funding 2005 – 2013. He provided slides of before and after photos of various stop improvements, along with local road project and land use development examples.

Intercity Transit Authority Regular Meeting

April 2, 2014

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GENERAL MANAGER'S REPORT

- June 20, 2014, is the date the selected for the Annual Planning Session. Ryan Warner and Joe Baker are unable to attend. Gadman suggested the Facilitator conduct a pre-session interview with Warner and Baker to obtain their input.
- Authority members (up to four per year) are encouraged to attend the APTA conferences. The APTA Transit Board Member's conference is being held in Cleveland, Ohio July 19 through 22. The APTA Annual Meeting and Expo is being held in Houston, Texas October 12 through 15. The Expo is held every three years and it's an excellent event to attend. Authority members should contact Chair Messmer if interested in attending one of these conferences. Pat Messmer will handle registration and other travel details.
- Sales tax is up 1.64% for the year over 2013.
- Staff invited the TRPC, the City of Olympia and the EDC to the May 21 work session to discuss development opportunities along Martin Way, specifically in reference to our Pattison Street Rehabilitation and Expansion project.
- There were 217 active vanpool groups.
- The new vanpool online payment system is operating perfectly. Vanpool staff and users are pleased.
- Staff participated in three transit fairs in March (two at the new State Farm Call Center in Tacoma and one at the Edna Lucille Goodrich Building).
- Staff taught two defensive driving classes certifying 17 new vanpool and community van drivers, and provided refresher training for five Senior Services for South Sound drivers.
- Staff and IAM and ATU labor reps are attending the Labor and Employment Relations Association conference on Thursday and Friday in Seattle. Both ATU and IAM are attending.
- The Washington State Rideshare Organization hosted their Spring Conference here in Olympia this week due in large part to our staff member, Lee Peterson, who is Vice Chair of the Organization.

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April 2, 2014

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AUTHORITY ISSUES

Councilmember Sullivan provided a self-introduction.

Chair Messmer spoke at the League of Women Voters forum on March 27 and the topic was, "Do you want to live in downtown Olympia?" She took the opportunity to educate about how it's possible for people to reduce the number of cars they own and how much money can be saved by riding transit.

Councilmember Jones and Citizen Representative Thies will not be attending the May 7 Authority meeting.

ADJOURNMENT

It was M/S/A by Councilmembers Gadman and Sullivan to adjourn the meeting at 7:25 p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

Karen Messmer, Chair

**Pat Messmer
Clerk to the Authority**

Date Approved: May 7, 2014.

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

Minutes
INTERCITY TRANSIT AUTHORITY
Work Session
April 16, 2014

CALL TO ORDER

Chair Messmer called the April 16, 2014, work session 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 Karen Messmer; Vice Chair and City of Olympia Councilmember Nathaniel Jones; Thurston County Commissioner Karen Valenzuela; City of Lacey Councilmember Jeff Gadman; City of Tumwater Councilmember Debbie Sullivan; City of Yelm Councilmember Joe Baker; Citizen Representative Marty Thies; and Citizen Representative Ryan Warner.

Members Absent: Labor Representative Ed Bricker.

Staff Present: Ann Freeman-Manzanares; Dennis Bloom; Marilyn Hemmann; Meg Kester; Pat Messmer; and Erin Pratt.

Others Present: Citizen Advisory Committee (CAC) member Don Melnick and Mary Williams, Rebels by Bus.

APPROVAL OF AGENDA

It was M/S/A by Citizen Representative Warner and Councilmember Gadman to approve the agenda as presented.

INTRODUCTIONS

A. Proclamation: Councilmember Ed Hildreth – Vice Chair and Councilmember Jones read a Proclamation of Appreciation to honor Councilmember Ed Hildreth for his service on the Intercity Transit Authority since 2009. Councilmember Hildreth was not present.

CITIZEN ADVISORY COMMITTEE REPORT

Don Melnick indicated the CAC meets on April 21, 2014.

REBELS BY BUS PROGRAM

Mary Williams is the co-founder of Rebels by Bus Adventures, which she formed in 2010 to encourage people to use public transportation for leisure travel. Rebels by Bus focuses on "LTE" which stands for Leisure Trip Expansion. It began with her retirement in 2008 when she began using public transit for leisure trips. Williams said most groups she works with do not typically have experience riding transit, and she teaches them that it is a fun, low cost way to be adventurous.

Williams provided a presentation highlighting her website and blog. Williams teaches two classes a month at South Puget Sound Community College about how to navigate the great Puget Sound using transit. She also started doing trips with the senior center.

Williams answered questions.

Chair Messmer recessed the meeting at 5:50 p.m. to honor Williams with a Proclamation of Appreciation, a plaque and cake was served. The meeting resumed at 6:06 p.m.

STATE OF INTERCITY TRANSIT

Ann Freeman-Manzanares explained in 2005 the Citizen Advisory Committee requested staff put together a year-end report to identify certain statistics about the prior year, which helps in preparation of the Strategic Plan. The highlights of her report include:

- Vanpool closed 2013 with 220 active vanpool groups and an all-time vanpool ridership record of 761,750 trips which is a 2.32% increase over 2012.
- Fixed route ridership of 4,434,071 boardings reflects our third highest ridership year but was a decrease of 2.9% from 2012. We experienced a new high ridership number for January. In February 2013 we instituted a 25% fare increase.
- Dial-A-Lift experienced a 4% increase in 2013, and ridership was 150,224 boardings.
- We continue to offer youth education programs and various other outreach solutions.
- Revenue has been low since 2007, and last year there was a 1% increase.

Intercity Transit Authority Work Session

April 16, 2014

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Don Melnick asked why student enrollment is declining. Freeman-Manzanares replied it could be due to economics and demographics. Meg Kester pointed out more young people are delaying getting a drivers' license.

Chair Messmer noted the Authority has further opportunity to discuss the State of Intercity Transit topics at the upcoming planning session and in the strategic planning and budget process.

Gadman expressed an interest in having a work session agenda item that tracks MAP-21. Freeman-Manzanares said she invited Dale Learn, our federal advocate, to attend an Authority meeting in August.

Commissioner Valenzuela noted she is not in favor of seeking the last 1/10th of a percent sales tax increase and would like the Authority to have more a detailed discussion. Freeman-Manzanares said perhaps this topic could be discussed further at the planning session.

GENERAL MANAGER'S REPORT

Intercity Transit won the Thurston County Chamber Green Business Award in the Government category.

Freeman-Manzanares reviewed the timeline for the Citizen Representative recruitment.

- The application deadline is May 15 and applications will be sent to the Authority May 16. Staff proposes the Authority select final candidates to be interviewed at the May 21 work session. Depending on the number of applicants selected, conduct interviews prior to the regularly scheduled June 4 Authority meeting.
- Authority members available for interviews on June 4 are: Warner, Baker, and Sullivan. Councilmember Jones is available at 3 p.m.; Commissioner Valenzuela is available at 4 p.m.; and Councilmember Gadman is not available.
- It was suggested limiting the number of candidates to 3 or 4.
- Gadman suggested selecting the number of candidates to interview after reviewing the applications.

The Interjurisdictional Composition meeting is scheduled for May 7 at 5 p.m. Letters were sent to all of the jurisdictions. The regular Authority meeting will follow at 5:30 p.m.

Intercity Transit Authority Work Session

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There are several upcoming APTA Conferences the Authority may be interested in attending. Authority members interested in attending should contact Chair Messmer:

- The APTA Transit Board Member Conference being held July 19 – 22 in Cleveland, OH. Ryan Warner is scheduled to attend.
- The APTA Annual Conference/Expo being held October 12 – 15 in Houston, TX.
- APTA Sustainability and Public Transportation workshop August 3 – 5 in Boston, MA.

AUTHORITY ISSUES

Ryan Warner announced the Washington State Public Transportation Conference is being held August 17 – 20 in Yakima.

Warner said he had the opportunity to attend Community Transit's Board meeting.

Warner indicated an interest in enhancing Express service information in the Transit Guide.

Councilmember Jones thanked Dennis Bloom for attending the Olympia City Council study session on Urban Corridors.

Marty Thies indicated he will not be attending the May 7 meeting.

Chair Messmer will welcome riders at the Earth Day Market Ride on April 19, which is a kick-off to the Commuter Contest. She encourages all to sign-up for the contest. The Wrenchers' Ball is April 25.

ADJOURNMENT

It was M/S/A by Councilmember Baker and Citizen Representative Thies to adjourn the meeting at 6:54 p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

Karen Messmer, Chair

**Pat Messmer
Clerk to the Authority**

Date Approved: May 7, 2014.

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

DRAFT

PERIOD DATES: 3/22-4/5/2014					PAYDATE 4/11/2014		PERIOD DATES: 4/6 - 4/19/2014					PAYDAY 4/25/2014	
	CODES		PAY PERIOD CHECK NO.	1ST CHECK AMOUNT	1ST TRANSFER AMOUNT		CODES		PAY PERIOD CHECK NO.	2ND CHECK AMOUNT	2ND TRANSFER AMOUNT		
3	FIT		EFT	76,053.75		3	FIT		WIRE	76,159.28			
4	MT		EFT	20,105.10	96,158.85	4	MT		WIRE	19,932.80	96,092.08		
5	A2/35	Life Ins.	Check Dave 2nd	1,446.33	0.00	5	AL/34	Life Ins.	Check Dave 2nc	2,944.55	0.00		
6	D3/31	Disability In	Check Dave 2nd	1,170.47	0.00	6	DI/32	Disability Ir	Check Dave 2nc	2,183.41	0.00		
7	HE/37	Health In1st	Check Dave 2nd	13,858.00	0.00	7	HI/38	Health In1s	Check Dave 2nc	269,960.00	0.00		
8	TH/39	Taxed Hlth	Check Dave 2nd	602.00	0.00	8	TH/39	Taxed Hlth	Check Dave 2nc	602.00	0.00		
9	CC/61	Child Care	Hfstttr/Brngmp	384.3		9	CC/61	Child Care	Hfstttr/brgkmp	384.3			
10	GN/08	Garnish	CHECK last	-274.89		10	GN/08	Garnish	CHECK last	983.86			
11						11							
12	CS/09	DSHS	EFT	1,324.62	1,324.62	12	CS/09	DSHS	EFT	1,324.62	1,324.62		
13	CS/09	ExpertPay	EFT	339.02	339.02	13	CS/09	ExpertPay	EFT	339.02	339.02		
14	D1/98	D.Dep. #1	ACH WIRE every	9,616.89	9,616.89	14	D1/98	D.Dep. #1	ACH WIRE every	8,757.95	8,757.95		
15	D2/97	D.Dep. #2	ACH WIRE every	17,867.42	17,867.42	15	D2/97	D.Dep. #2	ACH WIRE every	17,720.39	17,720.39		
16						16							
16	GT/63	G.Ed.Tult	Check every	322.50		16	GT/63	G.Ed.Tult	Check every	322.50			
17	HS/59	Health Svgs	ACH Wire every	410.00	410.00	17	HS/59	Health Svgs	ACH Wire every	410.00	410.00		
18	DC/97	Vgrd EE	Wire	44,144.13		18	DC/97	Vgrd EE	Wire	45,558.26			
19	DC/22	Vgrd ER	Wire	30,295.99	74,440.12	19	DC/22	Vgrd ER	Wire	31,447.59	77,005.85		
20	L2/29	401k Ln#2	Wire	3,919.14		20	L2/29	401k Ln#2	Wire	4,010.08			
20	LN/29	401k Ln #1	Wire	9,745.13	13,664.27	20	LN/29	401k Ln#1	Wire	9,813.49	13,823.57		
22	TTL VNGRD		88,104.39			22	TTL VNGRD		90,829.42				
23	LI/02	L&I	EFT Quarterly	27,597.31		23	LI/02	L&I	EFT Quarterly	26,478.53	0.00		
24	MD/51	Mch.UnDues	Check last	1,277.20		24	MD/51	Mch.UnDue	Check last	1,277.30			
25	MI/52	Mac.Initlon	Check last	157.50		25	MI/52	Mch.Initlon	Check last	157.50			
26	MS/60	Payroll Corr	check	0.00		26	MS/60		Check	232.47	0.00		
	MS/60			0.00									
27	TF/			0.00	0.00	27	R1	Misc. draw		0.00	0.00		
28	TF/	Tx.Fr.Benefit	Employer	0.00	0.00	28	TF/	Taxable Fr.Benefits		50.00			
29	PA/66	Proj.Assist	Check last	379.50		29	PA/66	Proj.Assist	Check last	381.50			
30	PN/04	PERS EE	EFT	36,388.37	0.00	30	PN/04	PERS EE	EFT	35,661.07	0.00		
31	PN/04	PERS ER	EFT	66,256.37	102,644.74	31	PN/04	PERS ER	EFT	64,975.64	100,636.71		
32	TTL PERS		102,644.74			32	TTL PERS		100,636.71				
33	R3/20	ICMA Ln#2	WIRE	746.27	0.00	33	R3/20	ICMA Ln#2	WIRE	746.27	0.00		
	RC/24	ICMA EE	WIRE	5,999.06		34	RC/24	ICMA EE	WIRE	5,898.66	0.00		
35	RI/23	ICMA Roth	WIRE	529.81	529.81	35	RI/23	ICMA Roth	WIRE	429.81	429.81		
36	RL/21	ICMA Ln#1	WIRE	1,241.29	1,987.56	36	RL/21	ICMA Ln#1	WIRE	1,241.29	1,987.56		
37	RR/25	ICMA ER	WIRE	3,515.38	9,514.44	37	RR/25	ICMA ER	WIRE	3,320.27	9,218.93		
38	TTL ICMA	11,502.00	12,031.81			38	TTL ICMA	11,206.49	11,636.30				
39	SD/26	457 ST EE	EFT	9,762.60		39	SD/26	457 ST EE	EFT	10,130.67			
40	SR/27	457 ST ER	EFT	5,278.23	15,040.83	40	SR/27	457 ST ER	EFT	5,422.44	15,553.11		
41	ST/67	ShTrmDisab	EFT	2,759.64	2,759.64	41	ST/67	ShTrmDisal	EFT	-54.60	-54.60		
42	UC/45	Un COPE	Check 1st	145.00		42	UC/45	Un COPE					
	UA/44	Un Assess	Check last	0.00		42	UA/44	Un Assess	Check last	573.00			
	UD/42	Un Dues	Check last	5,092.81		43	UD/42	Un Dues	Check last	5,159.73			
44	UI/41	Un Initlatn	Check last	10.00		44	UI/41	Un Initlatn	Check last	10.00			
45	UT/43	Un Tax	Check last	2,239.65		45	UT/43	Un Tax	Check last	0.00			
46	UW/62	United Way	Check last	563.50		46	UW/62	United Way	Check last	542.50			
47	WF/64	Wellness	Check last	306.50		47	WF/64	Wellness	Check last	310.50			
48	NET PAY (dir. Deposit)	ACH Wire every		453,968.56	453,968.56	48	Net Pay (Dir. Dep.)			439,618.67	439,618.67		
	Paychecks			2,893.74			Paychecks			13,664.17			
49	TOTAL TRANSFER (tie to Treasurer Notifications)				800,266.77	49	TOTAL TRANSFER				782,863.67		
50	TOTAL PAYROLL*:			858,438.19		50	TOTAL PAYROLL*:			1,109,081.49			
51	GROSS EARNINGS:			720,515.29		51	GROSS EARNINGS:			729,281.17			
52	EMPR MISC DED:			127,870.35		52	EMPR MISC DED:			369,833.92			
53	EMPR MEDICARE TAX:			10,052.55		53	EMPR MEDICARE TAX:			9,966.40			
54	TOTAL PAYROLL*:			858,438.19		54	TOTAL PAYROLL*:			1,109,081.49			
55	TOTAL PAYROLL FOR APRIL					55	TOTAL PAYROLL FOR APRIL				1,967,519.68		
56	ACH WIRE TOTAL			481,862.87		56	ACH WIRE TOTAL			466,507.01			

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 04/04/2014

Thru Date: 04/04/2014

Check #	Check Date	Ref #	Name	Amount	Voided
00016334	4/4/2014	01380	ADA WORKSHOP	\$500.00	
00016335	4/4/2014	01405	ADVANCE GLASS INC	\$816.00	
00016336	4/4/2014	01660	ALL STAR FORD	\$2,884.38	
00016337	4/4/2014	01780	AMALGAMATED TRANSIT UNION 1765	\$13,066.97	
00016338	4/4/2014	01805	AMB TOOLS AND EQUIPMENT CO INC	\$2,149.92	
00016339	4/4/2014	01820	AMERICAN DRIVING RECORDS INC	\$256.69	
00016340	4/4/2014	02060	AMERISAFE	\$60.39	
00016341	4/4/2014	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$121.07	
00016342	4/4/2014	02380	ARAMARK UNIFORM SERVICES	\$735.50	
00016343	4/4/2014	02480	ASE SUPPLY INC	\$90.16	
00016344	4/4/2014	03350	BERNIE'S CUSTOM PAINT, INC.	\$630.46	
00016345	4/4/2014	03650	BRUCE TITUS AUTOMOTIVE GROUP	\$58.06	
00016346	4/4/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	<input checked="" type="checkbox"/>
00016347	4/4/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$2,853.33	
00016348	4/4/2014	04120	BUILDERS HARDWARE CO	\$257.56	
00016349	4/4/2014	05305	CAPITOL ALARM INC	\$315.66	
00016350	4/4/2014	05740	CED	\$176.60	
00016351	4/4/2014	05945	CENTURYLINK COMMUNICATIONS LLC	\$12,330.85	
00016352	4/4/2014	06040	CITY OF LACEY	\$640.74	
00016353	4/4/2014	06120	CITY OF OLYMPIA UTILITIES	\$2,485.24	
00016354	4/4/2014	06610	COMMERCIAL BRAKE & CLUTCH	\$351.17	
00016355	4/4/2014	07150	CROSSROADS COLLISION CENTER	\$477.85	
00016356	4/4/2014	07220	CUMMINS NORTHWEST INC	\$12,650.30	
00016357	4/4/2014	07617	DAVID M HOWE TRUSTEE	\$761.68	
00016358	4/4/2014	08780	EMERALD SERVICES INC	\$510.72	
00016359	4/4/2014	09820	FLEET-NET CORP	\$4,928.04	
00016360	4/4/2014	10630	GFI GENFARE	\$2,329.17	
00016361	4/4/2014	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
00016362	4/4/2014	10660	GILLIG LLC	\$11,914.00	
00016363	4/4/2014	10990	HANDI-HUT, INC.	\$4,720.00	
00016364	4/4/2014	11175	HEALTH CARE AUTHORITY	\$278,454.17	
00016365	4/4/2014	11280	HILDRETH, EDWARD G	\$270.79	
00016366	4/4/2014	11785	INTERNATIONAL ASSOCIATION OF MACHINIS	\$2,554.50	
00016367	4/4/2014	11895	J&I POWER EQUIPMENT INC	\$8.17	
00016368	4/4/2014	11905	JANEK CORPORATION	\$3,400.00	
00016369	4/4/2014	11930	JERRYS AUTOMOTIVE TOWING	\$335.10	
00016370	4/4/2014	12530	KELLY SERVICES INC	\$904.32	
00016371	4/4/2014	12845	KNIGHT FIRE PROTECTION	\$2,054.14	
00016372	4/4/2014	12875	KPFF CONSULTING ENGINEERS INC	\$1,594.18	
00016373	4/4/2014	13510	LES SCHWAB TIRE CENTER	\$528.53	
00016374	4/4/2014	14760	MUNCIE TRANSIT SUPPLY	\$1,380.10	
00016375	4/4/2014	14900	NAPA AUTO PARTS	\$362.87	
00016376	4/4/2014	15109	NEW WEST TECHNOLOGIES	\$1,921.19	
00016377	4/4/2014	15170	NORSTAR INDUSTRIES	\$33.78	
00016378	4/4/2014	15197	NORTH THURSTON PUBLIC SCHOOLS	\$514.50	
00016379	4/4/2014	16557	PACIFIC MODULAR, INC	\$707.20	
00016380	4/4/2014	16593	PACIFIC OFFICE AUTOMATION	\$1,799.99	
00016381	4/4/2014	16695	PATTISON WATER COMPANY	\$88.17	
00016382	4/4/2014	16753	PERTEET INC	\$2,301.70	
00016383	4/4/2014	16765	PETRO CARD	\$97,085.91	
00016384	4/4/2014	16841	PIONEER FIRE & SECURITY INC	\$213.00	
00016385	4/4/2014	16874	PITNEY BOWES PURCHASE POWER	\$35.82	
00016386	4/4/2014	17505	RAINIER DODGE INC	\$928.38	
00016387	4/4/2014	17560	RE AUTO ELECTRIC INC	\$1,265.17	

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 04/04/2014

Thru Date: 04/04/2014

Check #	Check Date	Ref #	Name	Amount	Voided
00016388	4/4/2014	17760	ROSS AND WHITE COMPANY	\$948.75	
00016389	4/4/2014	17900	SCHETKY NW SALES INC	\$635.24	
00016390	4/4/2014	17965	SEATTLE AUTOMOTIVE DIST.	\$22.21	
00016391	4/4/2014	18068	SHINING EXAMPLE INC	\$303.00	
00016392	4/4/2014	18100	SIGN PROJECT	\$38.08	
00016393	4/4/2014	18145	SIX ROBBLEES INC	\$144.56	
00016394	4/4/2014	18470	SPORTWORKS NORTHWEST INC	\$1,003.56	
00016395	4/4/2014	18510	SRG PARTNERSHIP	\$1,182.50	
00016396	4/4/2014	18695	SUMMIT LAW GROUP PLLC	\$717.00	
00016397	4/4/2014	18705	SUNBELT RENTALS	\$689.88	
00016398	4/4/2014	18720	SUPER BEE WHEEL ALIGNMENT	\$317.20	
00016399	4/4/2014	18940	TENNANT COMPANY	\$48.36	
00016400	4/4/2014	18970	TETRA TECH INC	\$7,414.25	
00016401	4/4/2014	18990	THERMO KING NORTHWEST	\$2,268.24	
00016402	4/4/2014	21930	TIRES INC	\$6,173.19	
00016403	4/4/2014	21950	TITUS-WILL CHEVROLET	\$2,119.94	
00016404	4/4/2014	21980	TOTAL BATTERY & AUTOMOTIVE SUPPLY	\$90.96	
00016405	4/4/2014	22010	TOYOTA OF OLYMPIA	\$127.71	
00016406	4/4/2014	23400	U S BANK CORPORATE PAYMENT SYSTEMS	\$43,426.22	
00016407	4/4/2014	23405	U S BANK or CORPORATE PAYMENT SYSTEM	\$5,311.36	
00016408	4/4/2014	23660	UNITED WAY OF THURSTON COUNTY	\$1,104.00	
00016409	4/4/2014	23715	URBAN SOLAR CORPORATION	\$32,313.60	
00016410	4/4/2014	23740	USSC LLC	\$580.78	
00016411	4/4/2014	23820	VERIZON WIRELESS	\$1,204.83	
00016412	4/4/2014	24750	WA ST GET PROGRAM	\$322.50	
00016413	4/4/2014	25380	WASHINGTON GARDENS	\$315.52	
00016414	4/4/2014	25580	WASHINGTON STATE TRANSIT INSURANCE	\$250.00	
00016415	4/4/2014	26410	XPIO CORPORATION	\$6,720.00	
00016416	4/4/2014	11175	HEALTH CARE AUTHORITY	\$277,858.42	
00016417	4/4/2014	11175	HEALTH CARE AUTHORITY	\$595.75	
00016418	4/4/2014	23405	U S BANK or CORPORATE PAYMENT SYSTEM	\$350.88	
			Total:	\$872,412.68	

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 04/18/2014

Thru Date: 04/18/2014

Check #	Check Date	Ref #	Name	Amount	Voided
00016422	4/18/2014	01230	A WORKSAFE SERVICE INC	\$104.00	
00016423	4/18/2014	01311	ACCESS INFORMATION MANAGEMENT	\$996.66	
00016424	4/18/2014	01405	ADVANCE GLASS INC	\$1,897.57	
00016425	4/18/2014	01430	ADVANTAGE AUTOMATIC DOORS INC	\$516.33	
00016426	4/18/2014	01480	AIR FLOW SYSTEMS INC	\$945.71	
00016427	4/18/2014	01660	ALL STAR FORD	\$588.26	
00016428	4/18/2014	01780	AMALGAMATED TRANSIT UNION 1765	\$145.00	
00016429	4/18/2014	01815	AMERICAN CUSTODIAL INC	\$9,664.65	
00016430	4/18/2014	01960	AMERICAN SEATING COMPANY	\$776.05	
00016431	4/18/2014	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$169.44	
00016432	4/18/2014	02380	ARAMARK UNIFORM SERVICES	\$811.06	
00016433	4/18/2014	02580	ASSOCIATED PETROLEUM	\$809.67	
00016434	4/18/2014	02680	ASSOCIATION OF WASHINGTON CITIES	\$250.00	
00016435	4/18/2014	03350	BERNIE'S CUSTOM PAINT, INC.	\$449.15	
00016436	4/18/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	<input checked="" type="checkbox"/>
00016437	4/18/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	<input checked="" type="checkbox"/>
00016438	4/18/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	<input checked="" type="checkbox"/>
00016439	4/18/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	<input checked="" type="checkbox"/>
00016440	4/18/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	<input checked="" type="checkbox"/>
00016441	4/18/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$9,292.61	
00016442	4/18/2014	05220	CAPITAL ELECTRIC INC	\$732.51	
00016443	4/18/2014	05340	CAPITOL COURIER SERVICE	\$349.12	
00016444	4/18/2014	05940	CENTURYLINK COMMUNICATIONS LLC	\$2,799.97	
00016445	4/18/2014	06060	CITY OF OLYMPIA	\$871.91	
00016446	4/18/2014	06490	COLE GRAPHIC SOLUTIONS INC	\$1,982.23	
00016447	4/18/2014	06607	COMDATA	\$47,962.62	
00016448	4/18/2014	06610	COMMERCIAL BRAKE & CLUTCH	\$669.78	
00016449	4/18/2014	07163	CTS / PACIFIC APEX CONSTRUCTION LLC	\$483.45	
00016450	4/18/2014	07220	CUMMINS NORTHWEST INC	\$11,642.34	
00016451	4/18/2014	07620	DAVIS WRIGHT TREMAINE LLP	\$1,502.00	
00016452	4/18/2014	08060	DON SMALL AND SONS OIL	\$1,016.68	
00016453	4/18/2014	08425	DRINKER BIDDLE & REATH LLP	\$500.00	
00016454	4/18/2014	08720	ELECTRONIC RESOURCING INC	\$54.31	
00016455	4/18/2014	08780	EMERALD SERVICES INC	\$653.38	
00016456	4/18/2014	08840	EMPLOYER RESOURCES NORTHWEST	\$5,760.04	
00016457	4/18/2014	08855	ENERGY INDUSTRIES (WASHINGTON) LLC	\$68,779.94	
00016458	4/18/2014	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
00016459	4/18/2014	10660	GILLIG LLC	\$9,524.84	
00016460	4/18/2014	10758	GORDON THOMAS HONEYWELL GOV AFFAIR	\$6,000.00	
00016461	4/18/2014	10820	GRAPHIC COMMUNICATIONS	\$821.86	
00016462	4/18/2014	10886	GROUP HEALTH COOPERATIVE	\$910.00	
00016463	4/18/2014	11810	INTERSTATE BATTERY	\$296.86	
00016464	4/18/2014	11865	ISLAND SUPERIOR AIR FILTER	\$511.92	
00016465	4/18/2014	11930	JERRYS AUTOMOTIVE TOWING	\$509.72	
00016466	4/18/2014	12665	KGY INC	\$116.00	
00016467	4/18/2014	13440	LAW LYMAN DANIEL KAMERRER BOGDANOVI	\$602.63	
00016468	4/18/2014	13485	LEMAY MOBILE SHREDDING	\$60.00	
00016469	4/18/2014	13510	LES SCHWAB TIRE CENTER	\$122.28	
00016470	4/18/2014	13750	MAILBOX OF OLYMPIA	\$500.00	
00016471	4/18/2014	13850	MASON TRANSIT AUTHORITY	\$1,039.00	
00016472	4/18/2014	14590	MOHAWK MFG & SUPPLY	\$221.00	
00016473	4/18/2014	14760	MUNCIE TRANSIT SUPPLY	\$931.10	
00016474	4/18/2014	14900	NAPA AUTO PARTS	\$653.84	
00016475	4/18/2014	15255	NORTHWEST PUMP & EQUIPMENT	\$2,060.74	

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 04/18/2014

Thru Date: 04/18/2014

Check #	Check Date	Ref #	Name	Amount	Voided
00016476	4/18/2014	15269	NORTHWEST TRUCK & INDUSTRIAL INC	\$182.13	
00016477	4/18/2014	16490	PACIFIC DISPOSAL INC	\$625.11	
00016478	4/18/2014	16595	PACIFIC POWER PRODUCTS	\$5,634.11	
00016479	4/18/2014	16680	PARTSMASTER	\$954.03	
00016480	4/18/2014	16765	PETRO CARD	\$154,639.24	
00016481	4/18/2014	16793	PHOENIX ENVIRONMENTAL SERVICES, INC.	\$1,200.00	
00016482	4/18/2014	16841	PIONEER FIRE & SECURITY INC	\$90.00	
00016483	4/18/2014	16873	PITNEY BOWES GLOBAL FINANCIAL SERV LL	\$228.48	
00016484	4/18/2014	16874	PITNEY BOWES PURCHASE POWER	\$1,500.00	
00016485	4/18/2014	16900	PLUMBMASTER, INC	\$121.57	
00016486	4/18/2014	17290	PUGET SOUND ENERGY	\$19,555.61	
00016487	4/18/2014	17392	QUALITY PARKING LOT SERVICES LLC	\$1,066.24	
00016488	4/18/2014	17505	RAINIER DODGE INC	\$259.13	
00016489	4/18/2014	17560	RE AUTO ELECTRIC INC	\$1,390.83	
00016490	4/18/2014	17900	SCHETKY NW SALES INC	\$1,626.04	
00016491	4/18/2014	17986	SECURITAS SECURITY SERVICES USA INC	\$13,849.55	
00016492	4/18/2014	18330	SOUND LANDSCAPE PROFESSIONALS	\$3,424.05	
00016493	4/18/2014	18355	SOUND TRANSIT	\$87,039.64	
00016494	4/18/2014	18470	SPORTWORKS NORTHWEST INC	\$198.73	
00016495	4/18/2014	18711	SUNSET AIR INC	\$5,158.75	
00016496	4/18/2014	18895	TECHNOLOGY UNLIMITED	\$1,462.22	
00016497	4/18/2014	18940	TENNANT COMPANY	\$582.62	
00016498	4/18/2014	18990	THERMO KING NORTHWEST	\$387.96	
00016499	4/18/2014	21880	THURSTON REGIONAL PLANNING COUNCIL	\$9,115.25	
00016500	4/18/2014	21910	THYSSENKRUPP ELEVATOR	\$485.52	
00016501	4/18/2014	21930	TIRES INC	\$2,801.56	
00016502	4/18/2014	21950	TITUS-WILL CHEVROLET	\$2,124.88	
00016503	4/18/2014	22010	TOYOTA OF OLYMPIA	\$135.50	
00016504	4/18/2014	22100	TRANSIT SOLUTIONS, LLC	\$6,036.75	
00016505	4/18/2014	22325	TTL PARTNERS LLC	\$3,365.00	
00016506	4/18/2014	22420	TUMWATER PRINTING	\$271.75	
00016507	4/18/2014	23575	UNDRIVING INC	\$1,040.25	
00016508	4/18/2014	24000	W W GRAINGER INC	\$491.28	
00016509	4/18/2014	24040	WA ST CONSOLIDATED TECHNOLOGY SERVI	\$138.04	
00016510	4/18/2014	24140	WA ST DEPT OF ENTERPRISE SERVICES	\$643.00	
00016511	4/18/2014	24500	WA ST DEPT OF RETIREMENT SYSTEMS	\$4,102.41	
00016512	4/18/2014	24750	WA ST GET PROGRAM	\$322.50	
00016513	4/18/2014	25210	WASHINGTON ARCHITECTURAL HARDWARE	\$61.78	
00016514	4/18/2014	25540	WASHINGTON STATE RIDESHARING ORG	\$1,100.00	
00016515	4/18/2014	25858	WESTCARE CLINIC LLC PS	\$330.00	
Total:				\$531,799.74	

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-D
MEETING DATE: May 7, 2014

FOR: Intercity Transit Authority

FROM: Marilyn Hemmann, 705-5833

SUBJECT: Maintenance Contract for Telephone System

1) **The Issue:** Consideration of an award of contract to Siemens for a one-year maintenance contract for the telephone system.

2) **Recommended Action:** Authorize the General Manager to execute a one-year contract with Siemens for the maintenance of the agency telephone system for \$32,608, including taxes.

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

4) **Background:** In 2005, Intercity Transit purchased and installed a Siemens telephone system. As the end of each maintenance contract year approaches, Siemens audits the state of the system as well as what has been added or subtracted from the system during the year. With this information, Siemens calculates the proposed cost of maintenance for the coming year. Based on the maintenance costs for previous years and our knowledge of the current system, the cost proposed for this year is fair and reasonable.

5) **Alternatives:**

A) Authorize the General Manager to execute a one-year contract with Siemens for the maintenance of the agency telephone system for \$32,608, including taxes.

B) Defer action. The current maintenance contract expires June 19, 2014. Deferred action may increase the costs, delay repairs or create operational problems for the telephone system if it is necessary to locate alternative repair expertise or an alternative contract.

6) **Budget Notes:** This expenditure is within the 2014 budget of \$33,555 for the maintenance agreement for the telephone system. Even though the equipment is a year older, the base cost is the same as for last year's maintenance agreement.

7) **Goal Reference:** Goal #2: *"Provide outstanding customer service."*

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

Minutes
INTERCITY TRANSIT
CITIZEN ADVISORY COMMITTEE
April 21, 2014

CALL TO ORDER

Chair Van Gelder called the April 21, 2014, meeting of the Citizen Advisory Committee (CAC) to order at 5:30 p.m. at the administrative offices of Intercity Transit.

Members Present: Chair Michael Van Gelder; Vice Chair Carl See; Leah Bradley; Mitch Chong; Valerie Elliott; Sreenath Gangula; Joan O'Connell; Kahlil Sibree; Faith Hagenhofer; Charles Richardson; Victor VanderDoes; Quinn Johnson; Don Melnick; Meta Hogan; Dale Vincent; Julie Hustoft; Roberta Gray; and Sue Pierce.

Absent: Alyssa Neely.

Staff Present: Ann Freeman-Manzanares; Dennis Bloom; and Nancy Trail.

Others Present: Authority member, Joe Baker, Intercity Transit Authority; and Jailyn Brown, Thurston Regional Planning Council (TRPC).

APPROVAL OF AGENDA

It was M/S/A by and HAGENHOFER and ELLIOTT to approve the agenda as published.

INTRODUCTIONS

Van Gelder introduced Authority member, Joe Baker.

See arrived.

MEETING ATTENDANCE

A. May 7, 2014, Regular Meeting - Victor VanderDoes.

B. May 21, 2014, Work Session - Dale Vincent.

APPROVAL OF MINUTES

It was M/S/A by O'CONNELL and HUSTOFT to approve the minutes of the March 17, 2014 meeting.

Intercity Transit Citizen Advisory Committee

April 21, 2014

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Gray and Sibree arrived.

CONSUMER ISSUES CHECK-IN - Issues for discussion later in the meeting include:

- *Bradley* - Trash can missing at stop.
- *Chong* - Adding route maps at some of the more traveled stops.

NEW BUSINESS

A. Regional Transportation Plan Priorities Survey (*Jailyn Brown*) Brown indicated there are federal and state requirements for 20-year regional plans. The current plan was adopted in 2004. She indicated the long-range plan looks at major connections, transit, and bicycle and pedestrian technology. TRPC is looking for input from people on what type of regional vision they have so TRPC can understand which direction they need to go.

Brown posed several questions to the committee including what we are articulating on how the community will grow; what is the transportation system that will support that, and how we will fund it. Transit has a major part in the plan. The other part of the plan is that the plan is financially constrained. TRPC has to put together a 20 year forecast for revenue and we're hitting the constraint walls for the first time. As we select projects we must take that into consideration. Those are two important things.

Brown indicated committee members were asked to go look at a video, a budget calculator and complete a survey. The budget calculator is new to TRPC, but lets people know what things cost so they can weigh choices based on the costs. TRPC will have an email campaign asking agencies and their employees to participate and provide input.

Brown stated this long-range plan is different, a paradigm shift, and demographics are changing. Boomers are aging, wanting different lifestyles, some can't drive and also technology is changing. Autonomous vehicles will affect the long-range plan. Intercity Transit has cameras on buses; providing real-time access to buses. Demographics, technology and funding are the major things. The federal funding picture has changed drastically for transit.

Brown asked the committee to think about what the transportation element should be, and what role transit plays in that vision. Brown provided we have an amazing transit system for a community our size and it is very supportive of the community. Brown asked the committee their thoughts on the possibility of bringing rail to the community, indicating it is a very expensive option for moving approximately 1,000

Intercity Transit Citizen Advisory Committee

April 21, 2014

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people per day. And also to consider light rail, trolleys, or adding an HOV lane on I-5. Brown stated the survey would be available through the end of May.

Brown answered questions.

Sibree - Asked if TRPC had a number on the cost per thousand for light rail?

Brown responded that TRPC has asked for some assistance from Sound Transit on the estimation. At this time the best information is an average cost per mile was \$47M.

Van Gelder - Asked about the breakdown on the number of people coming into the county, versus going out of the county heading north.

Brown responded that the numbers apply to Pierce County, with 30k going out of Thurston County, mostly going north. We expect those numbers to double over the life of the plan. Those numbers are bigger than what the State of Washington employs in Thurston County, making commuting is our largest employer.

Pierce- Indicated she was frustrated when she did the survey because there was no way to factor in the timeframe. You have to look at the time its going to take to see these projects.

Brown replied she was glad Pierce was irritated, because that means you're thinking about the issues.

Chong - Asked if other transit agencies are having difficulty putting service on the streets now, would they have enough buses to service light rail.

Brown stated that TRPC would bring more challenges to Intercity Transit. It's expensive to add more routes, and ADA will also be an issue. This is why the finance piece is so important. Places that have light rail services have a much larger population base. Our area will have a population of about 400k in 20 years. People may not be interested in paying taxes to support that rail service.

See - Stated we need supportive funding with transformational ideas. Along those lines it would be ideal to pursue different avenues for revenue; if we can look at different sales tax rates, or new sources, and encouraging feds to pass something for federal funding. See indicated when he took the survey it appeared to cover Thurston County, and when it went to I-5 - JBLM, outside the county, it changed his priority list, which would have looked different if that were clear initially.

Intercity Transit Citizen Advisory Committee

April 21, 2014

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Hagenhofer – Shared she reviewed an article in the New York Times on mapping of persistent poverty. It may be a very useful tool when planning transportation and routes.

Brown stated one of the challenges came when Intercity Transit had to pull boundaries in. South county poverty rates are the highest in the county, but it's not feasible to provide service to those areas. Brown stated when we put on our provision of service hats, it is a complicated issue.

Vincent – Stated he felt that Pierce Transit didn't carry their full weight for the express service load and asked if TRPC had any information on that?

Brown stated that TRPC is interacting with the City of Lakewood, and JBLM, looking at issues going up to the base. People are going where the jobs are, and that's north. The Puget Sound Regional Council to the north sees JBLM as pretty far down on their list of priorities.

Bloom – Stated that Pierce Transit is in the process of revisiting their long-range plans and have stated there are no current plans to restore the express service.

B. Bus Stop Update (*Dennis Bloom*) Bloom stated his presentation would provide a brief summary of existing stops and improvements with the associated costs. A summary of current inventory includes 940 bus stops (transit centers not included); 291 stops (31%) with shelters; 98 stops (10%) have benches; and 555 (60%) of the bus stops are pole/sign stops. Bloom provided that 675 of the stops (72%) are fully ADA accessible; 253 stops (27%) are functional, meaning that kneeling and making a ramp available for use; and only 12% are not currently ADA compliant. The stops by jurisdiction breakdown are 43% Olympia; 22% Lacey; 12% Tumwater; Yelm 3%; and 184 of those stops are in Thurston County. Intercity Transit is working with cities as they add sidewalks to address stop improvements. Bloom indicated Intercity Transit's bus stops show favorably compared with like systems.

Bloom provided information on the Bus Stop Committee at Intercity Transit. They are responsible for reviewing and providing comments to jurisdictions on developments. In 2013 Intercity Transit received 212; reviewed 26 land use proposals; and made requests for accommodations on 14 specific projects. Bloom provided this may not seem like a lot; but development is still slow due to the economy. Approximately half of those developments will go through and add a stop, or improvements to an existing stop. The developer is responsible for constructing the landing pad. This is our active effort to make sure Intercity Transit has bus stops in place before the development is in place.

Bloom answered questions.

Melnick – Asked if Intercity Transit has a written policy for this?

Bloom responded, Intercity Transit tries to get in during the first stage of development, which is pre-submittal, and send in our comments. When it gets to the public hearing we resubmit our comments again. If the project goes through SEPA and the city permits it, then we get into negotiations with the developer as to where it will go and what it will look like. This could be a bus stop and/or a pathway into a development. Residential developments typically have fences around them; and to get to the closest street/stop we ask for a pedestrian pathway to make the stops more accessible.

Bloom stated the Stops and Zones Committee reviews suggestions from customers, operations, and OCPC. We hear comments from drivers on a regular basis. We use analysis including 3 in-house databases; and we have counters on every bus. We can do it on the trip level, but we usually do it on the route level. We do a summary for every stop annually to see how well they're doing. We go through a list of criteria to score the stops, including other factors for consideration like someone living near the stop who is disabled. We identify how well the stop is doing and determine if it is fit for a shelter. The decision is based on the number of people getting on the bus at the location. The boardings per day requirements are: urban 20; suburban 15; and rural 10. We have gone after every stop that has at least 10 boardings per day.

Bloom answered questions.

O'Connell- Asked if there is a way for people to find out where a specific stop is at in the process and what the timeframe is. She also inquired if the stop falls below the requirement would the shelter be removed.

Bloom responded we can get you the information on a specific stop. And, a shelter would not be removed if the stop falls below the number of boardings.

Melnick – Asked if Intercity Transit makes an effort to put a shelter in to bring more ridership?

Bloom responded that 80% of the stops have shown improvements with the installation of a shelter.

Bloom discussed the installation priorities including accessibility, and stated funding is an issue. We have a grant right now to do improvements. We've gotten funding the last 5 years to do stop improvements. Over the last 8 years we have completed 161 stop improvements, and the cost of those enhancements was

Intercity Transit Citizen Advisory Committee

April 21, 2014

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\$1,285,077. This includes 3 regional grants and Intercity Transit added funds from their facilities budget.

Chong – Asked why Intercity Transit has to get grants for landing pads because he believes the cities or county should fund the improvements.

Bloom responded the cities are responsible if they are putting in sidewalks. Jurisdictions rely on Intercity Transit because they don't know the routes. Typically they allow us to use the right-of-way.

Bloom reviewed some before and after photos of stops to show completed improvements.

Elliott – Asked if a curb is necessary?

Bloom responded that all Intercity Transit buses are “low-floor” now and this is better for the ramps on those buses. The older buses used to have lifts. Ramps can't be more than 12 degrees down to the ground, or the stop becomes not accessible.

In terms of funding, 39 bus stops were installed with local jurisdictions help. Intercity Transit has contributed money to some of the improvements; but most are funded by the jurisdictions. Land use has added 37 stops. Bloom provided examples of land use development improvements.

Baker left.

Bloom reviewed the typical shelter costs at:

Standard shelter with bench – installed	\$4,900
Standard shelter pad (6'x10')	\$3,500
Stop “landing pad” (5'x8')	\$2,200
Route decals	\$10
Schedule display	\$211
Trash can	<u>\$160</u>
	\$10,989
Solar lighting per unit	\$1,980

O'Connell – Asked why the landing pad and shelter pad are separate?

Bloom responded they have to engineer them and must be permitted.

Bloom reviewed the accessibility requirements for construction and bus ramp deployments.

Intercity Transit Citizen Advisory Committee

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C. CAC Self-Assessment (*Ann Freeman-Manzanares*): Freeman-Manzanares stated the Authority requires the CAC do a self-assessment on an annual basis, and we are looking for 100% participation. The forms can be submitted electronically or via hard copy. We will present it to you at the June CAC meeting and at the joint ITA meeting.

D. State of Intercity Transit (*Ann Freeman-Manzanares*): Freeman-Manzanares stated back in 2005 the CAC requested a state of Intercity Transit report to talk about statistics and take a look forward. The report looks at the issues for the strategic plan which frames our budget. We ended 2013 with 220 active vanpools, an increase of 2.3%; fixed route had 4.4 million boardings in 2013, which is 2.9% less 2012. January 2013 was our best January ever. February 2013 fares were raised and ridership decreased the remainder of the year. DAL boardings are up 4% over the prior year.

Freeman-Manzanares discussed the challenges facing the agency. Federal funding legislation changes for MAP -21 and the loss of discretionary funds – 80% for buses, and rehabilitation and construction. We're looking at long term projections for fleet replacement and this will be touched on in our strategic plan.

Freeman-Manzanares answered questions.

Melnick – Asked what other transit systems doing and what solutions area they coming up with?

Freeman-Manzanares responded that Intercity Transit and other systems our size are doing a number of things. We are looking at the possibility of other funding sources; sales tax and possibly of going out for an increase; as well as other alternatives. Legislation sponsored by APTA is working for the rebalancing of federal dollars. \$500M was taken off the top and given to legacy rail systems, and rural systems are now getting more money. There is a coalition forming now to help restore funding.

Vincent – Asked if the state legislature doing anything?

Freeman-Manzanares responded we are working with our state legislators so they understand the issues. We didn't see much progress in this last session. We are hopeful for this next session. In addition, some of our funding sunsets in 2015.

Freeman-Manzanares stated the strategic plan will be updated in June; you can add any issues you would like the Authority to hear. With the change in federal funding if we can't replace buses we can't maintain the service we have. The

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Authority indicated in their planning session last year they were interested in offering the community an opportunity to vote on a sales tax increase to maintain services, but the makeup of the board has since changed. The Authority will revisit this issue in the coming months.

CONSUMER ISSUES

- *Bradley* – Reported the stop across the street from Tumwater middle school is missing a trash can.
- *Chong* – Suggested having maps on the shelters that are located away from the main hubs for the route(s) servicing the stop.
- *See* – Provided a quick thank you to Intercity Transit for sponsoring the BCC. There was a great turnout for the Earth Day Market Ride last weekend and the Wrencher's Ball is this Friday at the Olympia Transit Center.

REPORTS

- *Van Gelder* – March 19, 2014, Work Session – focused on the relocation of the UST's; and brought in aspects of the strategic plan for the site. A number of options were considered; IT staff and City staff were going to be discussing impacts that go beyond the relocation of the storage.
- *Bradley* – April 2, 2014, Regular Meeting – approved the grounds Maintenance contract and purchase of 28 passenger shelters with kiosks.
- *Melnick* – April 16, 2014, Work Session – A Proclamation honoring Mary Williams; Ann Freeman-Manzanares provided the State of Intercity Transit; and the Authority began discussing the Citizen Representative to the board.
- *Freeman-Manzanares* – Reported that Intercity Transit won the Thurston County Green Business award in the government category. Also that the CAC applications are due by May 15th and there is a Walk & Roll event on Wednesday, May 7, 2014.

NEXT MEETING: May 19, 2014.

ADJOURNMENT

It was M/S/A by GRAY and MELNICK to adjourn the meeting at 7:30 p.m.

Prepared by Nancy Trail, Recording Secretary/
Executive Assistant, Intercity Transit

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DRAFT

**INTERCITY TRANSIT
AGENDA ITEM NO. 7-A
MEETING DATE: May 7, 2014**

FOR: Intercity Transit Authority
FROM: Jailyn Brown, TRPC, Senior Planner
SUBJECT: Regional Transportation Plan – Priorities Survey

1) **The Issue:** TRPC recently launched a new online web site and survey tool about community transportation priorities. The purpose is to help educate residents and to get feedback that can inform the update of the Regional “long-range” Transportation Plan. The survey is accompanied online by a video and an “investment” calculator to help people consider transportation needs, costs and tradeoffs.

2) **Recommended Action:** Information and discussion only.

TRPC would like Intercity Transit’s Authority members’ input on long-range regional transportation priorities. To prepare for the meeting please visit the website, try out the calculator, and complete the survey at www.ThurstonWhatMovesYou.org.

3) **Policy Analysis:** The Regional Transportation Plan (RTP) guides transportation projects and investments over a 20-year period. The last major update was made in 2004, and the RTP has since been maintained through annual amendment. TRPC is conducting a thorough review of the plan to ensure it continues to reflect our community’s values and address our needs.

4) **Background:** TRPC is trying a couple of new approaches to gather meaningful public response on transportation priorities that are in the Regional Transportation Plan (RTP), including the tradeoffs and choices to be made where limited revenues mean we can’t afford to fund everything the community may want.

The RTP serves as a strategic blueprint for the region’s transportation systems. It provides an overall analysis of how transportation will work in the region over a 20-year timeframe and supports coordination among jurisdictions, including public transit. It also acts as an important tool in meeting state and federal transportation requirements, ensuring continued funding from these sources.

The RTP identifies those projects and issues that can change the way traffic flows throughout the region, complementing the local planning that makes the roadway

and transit network function within each jurisdiction. The Plan also emphasized the importance of a multi-modal transportation system. And public transit is a key element in creating a successful and sustainable system for our region.

Transportation planning is also closely related to land use planning. But how does it go together? How do you plan for residential development, even in existing neighborhoods, and where do shopping and employment get placed? Or do roads, commercial development, employment sites, sidewalks, even transit routes, get considered first? In truth, each has a powerful influence on the other. So the update of the RTP also provides a basis on the way our communities will look and function into the future.

5) Alternatives: N/A.

6) Budget Notes: N/A.

7) Goal Reference: Goal #1: *"Assess the transportation needs of our community."* This goal specifically supports this type of study effort.

8) References: A handout to be provided at the meeting.

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-B
MEETING DATE: May 7, 2014

FOR: Intercity Transit Authority

FROM: Jeff Peterson, 705-5878

SUBJECT: Server System Relocation

1) **The Issue:** Consideration of entering into an agreement with the Washington State Department of Transportation (WSDOT) to relocate Intercity Transit's servers to the server room in the WSDOT Maple Park Facility.

2) **Recommended Action:** Authorize the General Manager to enter into an agreement with WSDOT for use of server room facilities and fiber optic cable connection for a five-year term with an option for renewal, in an amount not-to-exceed \$70,471, including taxes.

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

4) **Background:** The current server room was originally designed as the fare box room for storing and counting fare box revenue. In 2005 it was remodeled into a basic server room as the agency's server system continued to expand. Although climate control was installed, over time there has been increasing concern with the regulation of heat and moisture in the room. A Washington State Transit Insurance Pool site review identified the inadequacies of the of the server room as a significant risk for the agency.

Staff researched options to mitigate these problems and determined further renovation of the room would be costly with limited gains in meeting current standards or potential expansion needs. Staff also researched the cost of relocating the servers to other public and private facilities, the life cycle cost of purchasing and installing a modular server room, and the cost of designing and constructing a server room on the Pattison site. Based on these comparisons, and in consideration of our Pattison Master Planning process, design and construction was determined to offer the best value. The 2014 budget included \$450,000 for this purpose.

Staff continued to pursue any new leads for cost-efficient solutions and discovered WSDOT has space available within their dedicated server room in their Maple Park Facility. This server room is especially designed to maintain

critical functions for WSDOT and selected State agencies in emergencies. WSDOT agreed that Intercity can utilize the server room as transit provides a key service to the community in emergencies.

The project team toured the facility and found the location and set up to be ideal to securely host the Intercity Transit server system. As part of the relocation agreement, WSDOT will connect the agency servers to fiber optic cable to complete the connection to the Pattison Facility. All agency servers can be relocated except for the agency radio system servers which will remain on site. If Intercity Transit does obtain expansion funding, incorporating the server room into the overall design and construction will likely be less expensive than a stand-alone project and the agreement with WSDOT allows for early termination.

Staff determined this solution will result in significant savings and can be implemented much faster than building a server room on site. The \$70,471 is inclusive of all set up and the fiber connection costs, rack space, and all ongoing operating costs. It also includes the quarterly rental fee. In contrast, the \$450,000 budgeted by the agency for a new server room on site is for design and construction only and does not include any of the ongoing costs. Staff believes the cost for relocating the server system to the WSDOT Maple Park Facility is fair and reasonable and recommends entering into the agreement with WSDOT.

5) **Alternatives:**

- A) Authorize the General Manager to enter into an agreement with WSDOT for use of server room facilities and fiber optic cable connection for a five-year term with an option for renewal, in an amount not-to-exceed \$70,471, including taxes.
- B) Defer action. The existing server room will need continuing maintenance to deal with the risk of damage to the server system.

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- 6) **Budget Notes:** The 2014 budget includes \$450,000 for design and construction of a new server room. In addition to the \$70,471 for the WSDOT agreement, Information Services will spend \$21,557 for additional hardware to complete the move. These amounts are well within the budgeted amount.

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

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

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-C
MEETING DATE: May 7, 2014

FOR: Intercity Transit Authority

FROM: Jeff Peterson, 705-5878

SUBJECT: Fiber Optic Cable for Lacey Transit Center

1) **The Issue:** Consideration of entering into an agreement with the Washington State Department of Transportation (WSDOT) for installation and use of fiber optic cable between the Lacey Transit Center and the Pattison Facility.

2) **Recommended Action:** Authorize the General Manager to enter into a ten-year agreement, with two five-year renewal options, with the Washington State Department of Transportation for installation and use of its fiber optic cable, running from the Lacey Transit Center to Pattison Street, in an amount not-to-exceed \$106,443, which is inclusive of taxes and fees.

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

4) **Background:** The Authority approved a contract in November 2013 to enhance the Lacey Transit Center (LTC) camera system with the addition of seven new cameras. The project budget includes funding to partner with WSDOT to utilize their fiber optic cable network to connect the LTC and Operations at the Pattison Facility. This connection will allow real time viewing of the Lacey Transit Center and speedy retrieval of recorded video.

WSDOT has had to make several adjustments in the anticipated layout of the fiber optic cable in developing the final proposed path for connection. Procurement and Information Services have negotiated the path and costs with WSDOT. They have also compared the costs with other commercially available fiber and have determined that WSDOT still offers the best value for Intercity Transit. The agreement with WSDOT will be for ten years with the option of two five-year renewals.

Placing the agency's entire camera system on one network continues to be the desired outcome as this offers the most efficient management of the system. Staff believes the proposed costs are fair and reasonable and recommend the agency enter into the agreement with WSDOT to provide the fiber optic cable connection between LTC and Operations in the Pattison Facility.

5) **Alternatives:**

- A) Authorize the General Manager to enter into a ten-year agreement, with two five-year renewal options, with the Washington State Department of Transportation for installation and use of its fiber optic cable, running from the Lacey Transit Center to Pattison Street, in an amount not-to-exceed \$106,443, which is inclusive of taxes and fees.
- B) Defer action. This will delay completion of the installation and implementation of the enhanced security camera system at the Lacey Transit Center.
- C) Procure a cabinet and computer hardware components to support the security cameras on a non-networked, independent system. A live view of the site and communication expansion would not be achievable.

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- 6) **Budget Notes:** The 2014 budget includes \$280,000 for the completion of the camera project at the Lacey Transit Center with \$70,000 for fiber connectivity. The fiber connection is \$36,443 over the estimate due to unanticipated changes in pathway required by WSDOT to make a successful connection. Due to the savings obtained during the competitive bid process for the camera system, the project will remain \$17,300 under budget.

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

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

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-D
MEETING DATE: May 7, 2014

FOR: Intercity Transit Authority
FROM: Jeff Peterson, 360-705-5878
SUBJECT: Transit Center Security Services

1) **The Issue:** Approve a one-year Contract extension for the provision of security services.

2) **Recommended Action:** Authorize the General Manager to execute a one-year contract extension with Securitas Security Services USA, Inc. in an amount not-to-exceed \$173,685 for the provision of security services at the Lacey and Olympia Transit Centers.

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

4) **Background:** In May 2013, the Intercity Transit Authority awarded a one-year contract to Securitas Security Services USA, Inc. (Securitas). The contract included the option to extend the contract for three years, in one-year increments. This recommendation represents the first one-year extension option available under this agreement.

Operations have been satisfied with the services provided by Securitas. Securitas is knowledgeable concerning our requirements and the activities that occur at our transit facilities. This familiarity prepares them to provide security officers and supervisors that serve our needs well. Staff has been satisfied with the security officer's professional appearance, training program, low turnover rate, active leadership and supervision.

Securitas has not requested a rate increase for this contract extension and staff believes the proposed costs continue to be fair and reasonable for the services received. Considering the successful performance of this Contractor, staff recommends a one-year extension of the security services contract with Securitas.

5) **Alternatives:**
A. Authorize the General Manager to execute a one-year contract extension with Securitas Security Services USA, Inc. in an amount not-to-exceed

\$173,685 for the provision of security services at the Lacey and Olympia Transit Centers.

- B. Defer action. Deferring action would result in the need to create a temporary contract for services with Securitas, have the Lacey and Olympia Transit Centers operate without security services, or dedicate additional Operations' staff hours to security.

6) **Budget Notes:** The 2014 security services budget is \$175,000.00. The cost for a full year of security services under this contract extension is within budget. The cost proposed by Securitas includes an anticipated \$1.10 per hour increase for the Affordable Care Act scheduled to go into effect January 1, 2015. If the increase does not go into effect, Securitas will not include that cost in their billings.

7) **Goal References:** Goal #2: *"Provide outstanding customer service."* Goal #3: *"Maintain a safe and secure operating system."*

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

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-E
MEETING DATE: May 7, 2014

FOR: Intercity Transit Authority
FROM: Bob Holman, Grants Program Administrator 705-5885
SUBJECT: Schedule 2015-2017 TIP Public Hearing

1) **The Issue:** Whether to provide an opportunity for public participation in the process of programming federally funded projects by scheduling a public hearing on the draft 2015-2017 Transportation Improvement Program (TIP).

2) **Recommended Action:** Schedule a public hearing for June 04, 2014, at 5:30 p.m. to receive public comment on the draft Intercity Transit 2015-2017 TIP.

3) **Policy Analysis:** Federal regulations require grantees to offer the opportunity for public participation in the process of programming planned future federally funded projects. Scheduling and advertising a public hearing on the 2015-2017 TIP is an appropriate means of encouraging public participation. A public hearing for this purpose is consistent with Intercity Transit policy and past practice.

4) **Background:** The draft 2015-2017 TIP is consistent with projects that are identified in Intercity Transit's *2014-2017 Capital Improvement Program* and the *2013-2018 Transit Development Plan* and *2014-2019 Strategic Plan*.

Project elements in the draft 2015-2017 TIP are:

- Preventive maintenance of revenue vehicles;
- Purchase of replacement coaches;
- The continuation of a Walk-n-Roll Program for youth transportation education;
- Purchase of vanpool vans; and
- Bus stop enhancements for accessibility and safety.

Two additional projects identified for planning purposes but as yet not having a federal funding source identified are:

- Replacement of underground storage tanks at the Pattison Maintenance Facility; and
- The Pattison Maintenance Facility Expansion Project.

Projects identified in the TIP proposed for Authority adoption on July 2, 2014, are also subject to review by the Thurston Regional Planning Council and for some

projects the Puget Sound Regional Council for the respective regional TIP (RTIP). Federally funded projects must also be included by TRPC/PSRC for federal and state approval in the State Transportation Improvement Program (STIP) prior to actual funding being available. 2015-2017 TIP projects total \$24.6 million with \$19.7 million of federal funding. Additional federal funding estimates are projected for a longer, six-year planning horizon to the period 2020 with a total project cost of \$43.2 million and \$34.5 million of federal funding.

5) **Alternatives:**

- A. Scheduled a public hearing for June 04, 2014, 5:30 p.m.
TRPC sets a schedule for jurisdictions to submit their agency TIPs as early as possible in July. To meet the TRPC schedule requires a public hearing at the ITA regular June 4 meeting and adoption at the regular July 2, 2014, meeting.
 - B. Defer action.
-

6) **Budget Notes:** The TIP reflects projects that could be considered for 2015 through 2017 budgets.

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

8) **References:** Proposed 2015-2017 TIP Programming of Federally Funded Projects; and TIP News Release.

Proposed Programming of Federally Funded Transportation Improvement Projects
Intercity Transit 2015-17 TIP

Federally Funded Projects											
IT #	Project	2015	2016	2017	2018-2020	Federal	Type	Local	Total	Fed %	Project Status
IT 1501	Capital Preventive Maintenance (2015 TRPC & PSRC)	\$4,907,958				\$3,926,366	Sec. 5307 IT Apportionment & PSRC Earned Share	\$981,592	\$4,907,958	80%	Planned 5307/5340, Not Secured
IT 1601	Capital Preventive Maintenance (2016 TRPC & PSRC)		\$5,011,446			\$4,009,157	Sec. 5307 IT Apportionment & PSRC Earned Share	\$1,002,289	\$5,011,446	80%	Planned 5307/5340, Not Secured
IT 1701	Capital Preventive Maintenance (2017 TRPC & PSRC)			\$5,117,165		\$4,093,732	Sec. 5307 IT Apportionment & PSRC Earned Share	\$1,023,433	\$5,117,165	80%	Planned 5307/5340, Not Secured
	Capital Preventive Maintenance 3 Yrs (2018-2020 TRPC & PSRC)				\$15,812,040	\$12,649,632	Sec. 5307 IT Apportionment & PSRC Earned Share	\$3,162,408	\$15,812,040	80%	Planned 5307/5340, Not Secured
IT 1602	Replacement, heavy duty coaches - order in 2016/17 (PSRC)		\$6,653,144			\$5,322,515	Sec. 5307 PSRC Earned Share	\$1,330,629	\$6,653,144	80%	Planned & Secured PSRC 5307 Earned Share

Proposed Programming of Federally Funded Transportation Improvement Projects
Intercity Transit 2015-17 TIP

Federally Funded Projects											
IT #	Project	2015	2016	2017	2018-2020	Federal	Type	Local	Total	Fed %	Project Status
	Vanpool Vans - Replacement & Expansion (PSRC)	\$912,186	\$912,186	\$912,186	\$2,736,549	\$4,378,486	Sec. 5307 PSRC Earned Share	\$1,094,621	\$5,473,107	80%	Planned & Secured PSRC 5307 Earned Share
IT 1502	2014-15 Transportation Alternatives (TA) Bus Stop Enhancements	\$185,000				\$160,000	Federal Surface Transportation	\$25,000	\$185,000	86%	Planned 2015 TAP, Not Secured
IT 1503	Transportation Alternatives (TA) Walk-N-Roll Youth Transportation Education	\$39,000				\$34,000	Federal Surface Transportation	\$5,000	\$39,000	87%	Planned 2015 TAP, Not Secured
Total Federal Funded Projects		\$6,046,644	\$12,576,776	\$6,029,351	\$18,548,589	\$34,591,887		\$8,629,472	\$43,201,359	80%	
	Replace Underground Storage Tanks at Pattison Maintenance Facility		\$4,000,000			unknown	unknown	unknown	unknown		RTIP Candidate Project Pending Secured Federal \$\$
	Pattison Maintenance Facility Expansion			\$22,000,000		unknown	unknown	unknown	unknown		Regionally Significant RTIP Project Contingent on Securing Federal \$\$
<p>NOTE: Grant type: Sec. 5307 & PSRC * 5307 Earned Share - Urban area formula program administered by the Federal Transit Administration. Amount is determined by urban area population , population density, and NTD stats for revenue miles traveled. 5307 also has Small Transit Intensive Cities (5340) performance based funds rolled into the total. * Puget Sound Regional Council</p>											



News Release

For Immediate Release:

May 08, 2014

Transit Seeks Public Comment On Transportation Improvement Projects

Olympia/Thurston County, WA - Intercity Transit, the public transportation agency for Thurston County, invites public comment on potential federally funded transit projects proposed in the agency's 2015-2017 Transportation Improvement Program. The Intercity Transit Authority, the governing board for the agency, will review all comments made prior to and any made at the public hearing on Wednesday, June 4, 2014. The public hearing will occur at Intercity Transit's business office, 526 Pattison Street SE, in Olympia (just off Pacific Avenue and I-5 exit 107). Routes 62A, 62B, and 66 serve this location.

Once the Transit Authority approves the projects outlined in its Transportation Improvement Program (TIP), the projects are subject to review by the respective regional planning organizations (Thurston Regional Planning Council-TRPC and Puget Sound Regional Council – PSRC) that have responsibility for integrating the projects specific to their area into the State Transportation Improvement Program, which is subject to the review of federal and state transportation agencies.

The currently proposed 2015-17 TIP projects total more than \$24.6 million in combined federal and local funds for the 2015-2017 time frame. Projects for which Intercity Transit has programmed potential funding for 2015-2017 are:

- Preventive maintenance of revenue vehicles;
- Purchase of replacement coaches;
- The continuation of a Walk-n-Roll Program for youth transportation education;
- Purchase of vanpool vans; and
- Bus stop enhancements to improve accessibility and safety.

The draft TIP represents Intercity Transit's complete program of potential federally funded projects for 2015 through 2017 which includes projects programmed through both TRPC and PSRC.

Copies of the draft Intercity Transit TIP for federally funded projects are available at Intercity Transit's business office, 526 Pattison Street SE, Olympia. The office is open Monday through Friday, 8 a.m. to 5 p.m. Information is also available online at www.intercitytransit.com.

Members of the public may comment at the public hearing or by writing, calling, or emailing Intercity Transit. All advance comments must be received by 4 p.m. on Tuesday, June 3, 2014. Send comments to tellsus@intercitytransit.com, 360.705.5852, or to Grants Program Administrator, Intercity Transit, P.O. Box 659, Olympia, WA 98507-0659. Questions may be directed to Bob Holman, Grants Program Administrator, by mail to the above address, at (360) 705-5885, or by email at bholman@intercitytransit.com.

For More Information:

Meg Kester 360-705-5842
www.intercitytransit.com