

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
April 17, 2019

CALL TO ORDER

Chair Sullivan called the April 17, 2019, meeting of the Intercity Transit Authority to order at 5:30 p.m., at the administrative offices of Intercity Transit.

Members Present: Chair and City of Tumwater Councilmember Debbie Sullivan; Vice Chair and Citizen Representative Ryan Warner; City of Lacey Councilmember Carolyn Cox; Thurston County Commissioner Tye Menser; City of Yelm Councilmember Molly Carmody; City of Olympia Councilmember Renata Rollins (Alternate); Citizen Representative Karen Messmer; Citizen Representative Don Melnick; and Labor Representative Lisa Allison (Alternate)

Members Excused: City of Olympia Councilmember Clark Gilman; Labor Representative David Claus-Sharwark.

Staff Present: Ann Freeman-Manzanares; Emily Bergkamp; Liam Collins; Katie Cunningham; Jessica Gould; Duncan Green; Paul Koleber; Steve Krueger; Pat Messmer; Eric Phillips; Rena Shawver; Nicky Upson.

Others Present: Community Advisory Committee Members, Tim Horton and Sue Pierce; Eric Wood and Barb Berastegui from Stantec.

APPROVAL OF AGENDA

It was M/S/A by Vice Chair Warner and Citizen Representative Messmer to approve the agenda as presented.

PUBLIC COMMENT - None.

NEW BUSINESS

A. Pattison Base Expansion/Rehabilitation Update. Eric Wood and Barb Berastegui, consultants from Stantec, provided an update on the Pattison Base Expansion/Rehab Project. A lot of progress has been made since their visit in February, and the next step is to work on the conditional-use permit with the City of Olympia.

Wood said they moved into the schematic design phase, and are prepping for the land use permit. Berastegui walked through their process, starting with the

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“rose” diagram to establish the goals of the project. They went through a series of exercises to determine what was important to Intercity Transit, and important factors of the project for the alternate outcome. The outcome of the workshop is aligned with the agency’s mission and vision statements. The four top messages that came out of goals and vision were: Inclusivity and happiness, health and safety, having a resilient design, timeless and visionary leadership. None of these goals have anything to do with buses or pieces of equipment per say- they are all about people and the way the agency supports the community.

Stantec took these four goals and began to develop the architecture and space planning, floor plans and how the building will be laid out. Some of the goals they came up with are the concepts for the building. They heard the Authority say they wanted the building to be welcoming and inviting and represent the region and to use regional materials, and the elements seen throughout the region such as canopies and linkages and moving people between spaces.

Berasteagui reviewed the architecture they came up with, such as a “front porch” and having an outward focus in the community. Creating shade and a safe environment out of the rain. Having everything on Martin Way close to the property line, and establish a 1/8 mile block of architecture to create a pedestrian/cycling friendly environment. The corner hinge point elements are a critical part of the architecture.

Berasteagui noted the move of the bike shop to become part of the Maintenance side of the building and have its own storefront presence on Martin Way. The Authority could decide later to leave the bike shop where it is now or move it to this new site.

Other site components is the public image, the commercial corridor to establish the level and quality of the architecture. Messmer said she would like to see more coverage or canopy over the porch to keep the public out of the rain. And could that coverage be provided along Martin Way. Stantec responded that the intent is to do that to the fullest extent the architecture can support. Supports are not allowed in the ROW which limits the reach.

Stantec is focusing on a contemporary architecture that is welcoming and inviting, with materials that speak to the environment and are sustainable. Berasteagui noted the lobby will be a multi-functional space with ability to look in from the outside with a lot of glass. It will have sliding doors for inside/outside events. There is a “communicating” staircase inside the building linking the 2nd and 3rd floors.

They will use a wood element at the pedestrian level in specific ways, starting with a semi-solid fence along Martin Way. At the end of the building will be a high glazing at the top of the building to bring in north light.

The public will be able to see activity happening inside the bike shop. It was noted this could be a potential safety issue, exposing a view of all of the bikes. Also noted, was concern regarding the location of the bike lanes in relation to the sidewalks and bus stop. The bike lane is a City of Olympia design.

- B. Walk N Roll AmeriCorps Service Project Artswalk Event.** Liam Collins, Youth Education Assistant, provided an update on the progress of his year in the AmeriCorps, and leading the Spring Artswalk 2019 event at the Walk N Roll Youth Education Center.

Collins explained every AmeriCorp member has to complete a service project and he is tagging onto something that was already pretty great in the community which is Artswalk. The Olympia Arts Walk is scheduled for Friday, April 26 from 5 to 10 p.m., and Saturday, April 27 from 12 p.m. to 8 p.m. He said so many people go downtown to look at art, and he found it the perfect opportunity to show off the Youth Education Center and the Walk N Roll program. Collins applied for and was awarded one of three Innovation Awards. As a result, the sign-up fee was waived for participating in Artswalk, and it included a spot in the booklet. Walk N Roll is one of three featured sites. Walk N Roll will be doing crafts for youths and adults using repurposed bike parts. Walk N Roll be site #90.

- C. 2019 Bicycle Commuter Challenge (BCC) Update.** BCC Specialist, Duncan Green, provided an update on the results of the 2019 Winter Bicycle Commuter Challenge and details of the upcoming annual BCC coming in May. Duncan said this is the 32nd year of the BCC and his eleventh year facilitating the program - it's the longest running bike challenge in Washington State and perhaps the west coast.

The 2019 Winter BCC ran during the month of February. February was a cold and snowy month, which put a dent in participation. There were 152 riders, down from over 200 in 2018.

Moving on to the May BCC, on Thursday, April 18, there will be a bike expo on the Capitol campus from 11 a.m. to 3 p.m. at the Natural Resources Building. After that is the Earth Day Market ride, Saturday, April 20. The BCC runs the entire month of May encompassing Bike to Work Day which is May 16. Then it wraps up in June with the Prize Hoopla. Another event coming is the 2nd Bike Commuting Basics Class held April 23 from 5:30 to 7:30 p.m. at the Youth Education Center.

The number of people biking for transportation nationally and regionally has declined and it's too soon to determine the reason or where it's going to go from here. Participation in Intercity Transit's BCC averages 2.6% growth per year over the past 10 years, with a goal of 3 to 5% growth in participation in 2019.

Some of the things IT is doing to accomplish that goal is the use of a digital ad campaign. Digital impressions gained to date are 428,461 in Thurston County; Digital ads have delivered 341 clicks to the website; and ads continue through the end of the week of April 22.

Green shared the prizes to entice participation, and he's been adjusting the prize levels to make them easier to understand and to entice people to ride more. People have to ride a few more days to qualify for the grand prize drawing and he's working on making it easier to understand what teams compete for. Green ran a series of three articles in Thurston Talk on the aspects of getting around by bike. Another big piece of the BCC that helps bring the community together are the sponsorships. There are about 45 mostly local businesses sponsoring the 2019 BCC with prize items, discount coupons, free passes and they help out by providing places for holding BCC events, offering refreshments and staff support.

Green shared this year's poster and t-shirts. If you join the Crank IT team, the shirts are free, otherwise, they cost \$10/shirt.

D. Purchase New Operations Vehicles. Katie Cunningham, Procurement Coordinator, presented for consideration the purchase of two new vehicles for Operations Supervisor use.

Intercity Transit seeks to purchase two (2) new 2019 Ford F150 4WD crew cab trucks with canopy for Operations Supervisor use. After reviewing alternatives, Operations staff determined that the Ford F150 will perform well and add versatility to its fleet. This vehicle will provide sufficient room for courtesy rides and related items such as bicycles, required electronic equipment as well as space to accommodate tools, vehicle parts, operational supplies and equipment needed to address adverse weather conditions.

One truck will replace one (1) 2013 Dodge Ram 1500 that has reached its useful life, and the other truck will add one (1) new vehicle to the Operations fleet. With the passage of Proposition 1 and related service changes, Intercity Transit recognizes a need to increase the number of Operations Supervisors on duty at any given time.

Intercity Transit seeks to utilize Washington State Department of Enterprise Services (DES) Contract 05916 to purchase these vehicles. DES competitively bid this vehicle contract awarding to the lowest responsive and responsible bidder by vehicle class, and Columbia Ford of Longview was selected for this vehicle class. As a member of the Washington State Purchasing Cooperative, Intercity Transit is eligible to purchase from this contract.

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Intercity Transit staff concurs with DES's assessment regarding fair and reasonable contract pricing and Columbia Ford's ability to perform. Based on our past experience with Columbia Ford and their provided vehicles, staff is confident that this vehicle is mechanically sound and will serve our Operations staff and the public well.

It was M/S/A by Citizen Representative Melnick and Councilmember Carmody to authorize the General Manager, pursuant to Washington State Contract 05916, to purchase two (2) 2019 Ford F150 4WD vehicles from Columbia Ford of Longview in an amount not-to-exceed \$99,804, including tax.

- E. Exterior Painting of Intercity Transit Facilities Contract Award.** Steve Krueger, Procurement Manager, presented for consideration a contract award for painting the exteriors of the Olympia Transit Center (OTC), Lacey Transit Center (LTC), and Centennial Station.

The project was previously bid in March of 2018. There were no bids received by the bid submittal deadline. As a result, KTA-Tator, Intercity Transit's Coating and Inspection Consultant, updated the project cost estimate and revised the bid package.

Staff reissued a Request for Bids on February 6, 2019. We received three (3) bids by the submittal deadline of February 26, 2019. The low bid submitted by PG Clean in the amount of \$229,000 was determined to be unresponsive; therefore, the bid submitted by Good News Group, Inc., in the amount of \$259,000 was determined to be the lowest, responsive and responsible bid.

Bids ranged from a high of \$272,329 to a low of \$229,000. The low bid is \$34,000 or 11.6% below the Engineer's estimate of \$293,000.

All of the sites pose challenges as far as accommodating the amount of customer and vehicle traffic in those areas. The Fleet and Facilities Maintenance Director and KTA-Tator will work with the contractor to coordinate the work so that there is minimal disruption to transit operations.

Good News Group, Inc. has successfully completed painting projects for Community Transit, Youth Care and Friends of Youth, and Housing Authority of Snohomish County. These projects involved planning and painting around a wide range of activities while providing vehicle access in and around the various sites. Staff is confident in their ability to complete the project as proposed and recommends award of the contract to Good News Group, Inc.

It was M/S/A by Citizen Representative Messmer and Vice Chair Warner to authorize the General Manager to enter into a contract with Good News Group, Inc. for painting the exteriors of the OTC, LTC, and Centennial Station in the amount of \$259,000.

- F. **Schedule a Public Hearing on the 2020-2023 TIP.** Jessica Gould, Grants Program Administrator, presented for approval, consideration of conducting a public hearing for the 2020-2023 Transportation Improvement Program (TIP).

The draft 2020-2023 TIP is consistent with projects that are identified in Intercity Transit's long range capital and budget planning model (an internal planning document), *2018- 2023 Transit Development Plan*, and the *adopted Intercity Transit Short and Long Range Plan*. The agency's TIP is the first step in the annual cycle of reviewing and updating Intercity Transit's Long Range Plan and identifying projects that would potentially use Federal funds and would need to be included in the State Transportation Improvement Program (STIP). Additionally, this process provides an opportunity to encourage public input, increase awareness about potential future projects and encourage participation in the process of planning for programming of federally funded projects.

Program elements in the draft 2020-2023 TIP include:

- Preventive maintenance of vehicles in IT's fleet during the years 2020-2023;
- Construction of Phase 3-Pattison Base Expansion and rehabilitation project which includes planned improvements on the North Parcel and rehabilitation on the main campus thru the program years.
- Acquisition of replacement heavy duty coaches to replace ones that have been in service at or beyond their expected useful life and expansion coaches to meet future service needs as provided for in Intercity Transit's adopted Long Range Plan;
- Purchase of replacement and expansion *Dial-A-Lift* vans to meet the needs of our region's eligible clients;
- Purchasing of replacement vanpool vans;
- Continuing Youth Education Program(s) that fosters skills and provides education on using transit and bicycling as a transportation alternative;
- Planning, design, and construction of facilities and capital improvements to support local and commuter services consistent with the adopted Long Range Plan;
- Planning, design and capital improvements to provide High Capacity or "BRT Light" corridor service consistent with the adopted Long Rang Plan.

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- Constructing and improving bus stops and facilities, including ADA improvements, in partnership with local agencies;
- Funding for operating services, capital projects and capital replacement of vehicles utilizing “earned share” formula funds for approved projects via PSRC/Seattle- Tacoma Everett metropolitan area.

A summary of the proposed schedule and process highlights for this year’s TIP review and adoption process is as follows:

- **April 16, 2019** – Publish draft TIP project list.
- **April 17, 2019** – Brief ITA on schedule and request Public Hearing Date.
- Public Participation and outreach: April 18 – June 4, 2019
- **May 15, 2019** – Public Hearing on Draft TIP
- **June 5, 2019** – Consideration of 2020-2023 TIP for adoption
- **June 6, 2019** – Submit Approved TIP to MPO and State, Update and Enter Projects in STIP (Early July is the typical deadline for local jurisdiction to forward their approved TIP to the MPO for inclusion in the RTIP).

Projects are identified in the draft TIP for public review and comment and consideration for ITA adoption on June 5, 2019. They are also subject to review by the Thurston Regional Planning Council and Puget Sound Regional Council (for projects that include secured or anticipated PSRC Earned Share formula funds), for inclusion in the respective regional TIP (RTIP). Federally funded projects must also be included by Intercity Transit through TRPC/PSRC for federal and state approval in the STIP prior to actual funding being available. An updated list of projects and estimated Federal share will be available for the public following adoption of the schedule and will be reviewed with the ITA at the May 15 meeting.

It was M/S/A by Councilmember Cox and Citizen Representative Melnick to schedule a public hearing for May 15, 2019, at 5:30 p.m. to receive public comment on the draft Intercity Transit 2020-2023 TIP.

G. Status of Electric Vehicle Technology. Maintenance Director, Paul Koleber, provided an update on the experience of other transit systems in Washington State who implemented electric buses into their fleet.

Peer Agencies Currently Engaging Electric Vehicles (EV)

- King County Metro –Seattle
 - Eleven buses currently in service in Bellevue
 - The challenge is they only go ~25 miles per run between charges
 - They originally tested the Proterra, and are currently testing others
 - They are testing six more for slow charge with a 140-mile range
 - Test buses are not yet in service

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- And they are building a new satellite electric bus base
- Pierce Transit -Tacoma
 - They purchased three Proterra buses received in November
 - Placed them into service on their shortest routes because when cold weather set in performance was decreased 20%
 - Range has been ~110-miles during less-than-warm months
 - Charge time ~six-hours per bus for 110-miles
 - They have technical issues with charger manufacturer
 - Local utility is charging significantly more than planned
 - Proterra buses have had several technical issues
 - They received a grant to purchase three this year
 - Hoping to purchase Gillig EV
- LINK -Wenatchee
 - Purchased five and through a lot of negotiation and challenges BYD took all five back and will deliver replacements. Fit, finish, recharge, weird computer glitch problems, hot and cold effects on range, battery charge retention and operational failure issues.
 - Kept two of five buses to see if they could get them working.
 - Hired a mechanic from the BYD factory to try to keep buses in service.
 - Reliability is slowly improving
 - Re-negotiating any possible future purchases. The original plan included the purchase of 10 vehicles but poor performance caused them to pause for years.
 - Issues with power provider. Largest issue is cost of demand power vs. off-peak power. Recharging buses at night creates challenges because there is more load on the grid at night. Supply and cost is one of LINK's biggest challenges
- Whatcom -Bellingham
 - Tested three Proterra buses on a lease program
 - Reliability, support and quality issues prompted them to return the buses back to Proterra long before the lease was up
 - Plan to go electric, but are awaiting the Gillig EV
- BFT -Richland
 - They have "Ol' Sparky" that is a Complete Coach Works 40-foot conversion to electric drive
 - Heat and cold severely affects range
 - Typically not in use in regular service. Is used for school tours and special events
 - Planning to purchase two new EV in the near future
 - Hoping to purchase Gillig EV
- Valley Transit -Walla Walla
 - Ordered four BYD buses in 2017, still not in service
 - Two at the trolley conversion facility

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- One in storage
- One still at BYD with roof removed
- Trolley conversion provider found interior, roof and structure issues with roof coming loose and buckling
- 'BYD has no parts department, has provided no manuals or schematics, and takes four months to return a call'
- VT is having to engineer their own charging solutions because state inspector would not sign off on BYD solutions
- Hoping BYD bus will go ~120 miles, if they ever get one running
- STA -Spokane
 - Plans are being made to go to EV
 - Currently performing a system evaluation
 - Sorta-kind of grant dependent plan is to purchase:
 - Ten 40' EV in 2020
 - Ten 60' articulated EV buses in 2021
 - Six 40' EV in 2023
- C-TRAN -Vancouver
 - Looking into purchasing four EV in third-quarter 2019
 - Hoping to get Gillig EV
- Tri-Met -Portland
 - Purchased three New-Flyer EV buses
 - Had significant fit and finish issues
 - Re-negotiated the warranty before agreement to keep the buses
 - No future New Flyer plans
 - Awaiting Gillig's EV bus
- LTD -Eugene
 - Have two BYD buses; one is in service
 - Two to three year process to get one bus in service
 - They will never again buy BYD
 - 'Has been a complete and total nightmare'
 - 'Forced to use depreciated contingency buses to meet service expansion demands'
 - Long term plan is to go EV, but now have to rethink the how

Intercity Transit's Strategy:

- Continue to learn from peer agencies
- Continue to track evolution of battery technologies
- Continue to track Gillig's new EV products
- Continue to seek success stories in EV - Currently there are none

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Freeman-Manzanares said at a recent APTA conference, she heard from several California systems who said if you are not mandated to purchase electric buses, do not because they are not reliable and they do not have adequate range. The range is still significantly shorter than promised by manufacturers. They struggle to find places to run the buses because the range is so small and if they need to run the heater or the air conditioning, it further reduces the range. They have to have a back-up bus for every electric bus to account for the poor performance of electric vehicles. Champaign-Urbana, Illinois is focused on the future of hydrogen fuel cell and looking to provide their own fuel on site. The technology is still very expensive but they believe ultimately the existing form of electric vehicles is a step towards a different technology. They are not going to spend taxpayer dollars on an interim technology buying vehicles and outfitting their facilities with expensive infrastructure which is not proven. The origin and the disposal of batteries is questionable from an environmental perspective. Utilizing battery technology means planning service routes around what the technology can manage as opposed to planning service routes for the people that utilize them. Utilizing electricity places a transit property in jeopardy during times of emergency/black-out, when transit agencies are tasked with emergency transportation. They are also tied to electric companies regarding cost of electricity, which in many places, including Wenatchee, has been far higher than expected.

Agencies are anticipating either all-electric or some other form of alternative fuel at some point in the future but uniformly in the industry from the perspective of those trying to keep the vehicles on the street serving customers we are hearing "Do not go there yet." It's hard to justify at this point in terms of being a good steward of taxpayer dollars. It's hard to justify as being clean fuel when the origin and disposal of batteries is questionable from an environmental standpoint and the electricity isn't necessarily from a clean source. In addition, we do not have the number of maintenance staff required to support this technology, nor do we have the number of Operators required to swap out buses that fail on route and/or cannot complete their routing/mileage requirements. Our staffing is focused on maintaining our existing vehicles (of which our newest fleet of 2014 hybrid electric are our most venerable) and building the fleet to accommodate the service expansion the community voted to support

Messmer said it's helpful to hear about others' experiences. IT gets caught up in looking ahead so many years to order and plan. Currently we have 24 diesel buses on order and at some point, we need to look at the shift we're going to make. We need to be looking and learning at all of this and she wished Gillig would move more quickly as they seem like the "go to" vendor.

Messmer said the issues with charging electric vehicles here will pose a problem for IT and she wants everyone to be aware of that regardless of the technology IT is moving towards, and the new facility being built needs to have the capacity to be able to accommodate whatever type vehicle IT uses. And start researching the actual service of

electricity provided to the IT site to be sure we're capable of having the service for whatever we need.

Freeman-Manzanares said Stantec is familiar with designing to accommodate new technology. Accommodating new propulsion systems will cost over-and-above our current design and construction estimates and they might require the acquisition of additional property. We have a tight site to pursue service delivery under our existing long-range plan.

Cox said perhaps there is a way to get Puget Sound Energy and other energy providers to offer lower rates to public transit agencies.

Messmer said she read about a battery lease program for the electric buses. One of the front end barriers for electric buses is the initial capital cost, and the concept of the lease of the battery is not only that it brings down the initial cost, but it takes away some of the risk of the battery not performing or the midlife change and end of life disposal. Perhaps Gillig and others can be convinced to work a combined system to help with financing.

COMMITTEE REPORTS

- A. Thurston Regional Planning Council.** Messmer said the TRPC met April 5. Members heard about the Olympia Homeless Response Plan. Katrina Van Every briefed them about beginning a new Regional Transportation Plan Kickoff, which needs to be completed in 2020. They are starting outreach and planning the public process. Messmer said it might be a good idea to hook up between Intercity Transit's outreach to planning commissions and councils to do some joint presentations about what we're up to. The regional transportation plan has a focus on what is being done with our roads and congestion, and there isn't an element of detail that the public gets into regarding transit. The timing would be interesting, and it's a good element for people to hear about. Lastly, TRPC announced their Council retreat being held on June 12.
- B. Transportation Policy Board.** Melnick said the TPB met April 10. Members received a presentation on the Bicycle Commuter Challenge; their June 12 meeting will be held at the Lacey Community Center - there will be a presentation on autonomous vehicles by Ted Bailey from WSDOT; the members approved Intercity Transit's amendment to the 2019-2022 RTIP; Karen Parkhurst provided an overview of the County's successful Fish Passage Barrier Removal projects; members discussed the Regional Transportation Plan (RTP) Goals and Policies, and Melnick urged the plan include advanced technology; and members recommended the Regional Council adopt the updated Human Services Transportation Plan (HSTP).

GENERAL MANAGER'S REPORT

Staff is working with Lamar following the Authority's approval to discontinue advertising on the buses. Lamar will honor ad placement currently under contract but will accept no others. The majority expire in the July to September timeframe. There are a couple of contracts that go on until the first quarter of 2020.

Progress has been made on the Pattison frontage project, and they continue to move along quickly. The project is expected to be fully complete by the end of July, and IT is on track to spend grant dollars that expire June 30.

AUTHORITY ISSUES

Cox said a homeless encampment was discovered while clearing trees at the I-5 Marvin Road interchange project. The DOT worked with Lacey Police to evacuate those individuals.

Messmer complimented staff for putting on an impressive open house at the Youth Education Center. It was fun, well done, and had a good turnout.

Menser said the Thurston County courthouse project is moving forward quickly; there will be a public hearing on April 23, and is scheduled to go onto the August ballot. The county received survey data from the community and there was no particular aversion to the project, just a lack of knowledge about the project. Menser said 63% of the community has not heard about this project.

Rollins said she reported back to the Olympia City Council regarding the removal of ads on the buses and they were unanimously pleased with that decision. Rollins said over the next two years there will be significant construction projects in downtown Olympia. Those projects include repaving, bike improvements and a raised intersection around Legion and Washington. The most impactful project (repaving and a bulb out) will be on Franklin Avenue near State to Legion.

Warner attended the annual statewide ADA conference. He said there was amazing discussion centered on autonomous vehicles and what autonomous vehicles will look like for paratransit customers. There was discussion from throughout the state of Washington about different challenges agencies are having with paratransit, best practices, etc. He learned that next year Intercity Transit will be the co-sponsor of this conference.

Sullivan reminded the Authority about the Planning Session being held on Friday, April 19.

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Carmody said Yelm City Council made it a priority to improve the sidewalks, making it much more walkable throughout that community.

Horton said he began taking public transportation to Bellevue once a week, and although it takes longer, it's a nicer ride than driving his car. He said the Google directions are helpful on the smartphone because the route to get to work could be different than going home due to different routes and buses.

ADJOURNMENT

With no further business to come before the Authority, Chair Sullivan adjourned the meeting at 8:06 p.m.

INTERCITY TRANSIT AUTHORITY



Debbie Sullivan, Chair

ATTEST



Pat Messmer

Clerk to the Authority

Date Approved: May 1, 2019.

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

