

**INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE
AGENDA
February 13, 2023 - Virtual Meeting
5:30 PM**

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CALL TO ORDER

- | | | |
|--------------|---|----------------|
| I. | APPROVE AGENDA | 1 min. |
| II. | INTRODUCTIONS | 1 min. |
| | A. Intercity Transit Authority Representative JUSTIN BELK | |
| III. | MEETING ATTENDANCE | 3 min. |
| | A. February 15, 2023, ITA Meeting - (Marie Lewis) | |
| | B. March 1, 2023, ITA Meeting - (Marilyn Scott) | |
| | C. March 15, 2023, ITA Meeting - (Allison Spector) | |
| IV. | APPROVAL OF MINUTES - January 9, 2023 | 1 min. |
| V. | NEW BUSINESS | |
| | A. Pattison Street Project Update (Steve Krueger & Jonathon Yee) | 45 min. |
| | B. 2023 Procurement Plan Update (Steve Krueger) | 45 min. |
| VI. | CONSUMER ISSUES - All | 15 min. |
| VII. | REPORTS | |
| | A. February 1, 2023, ITA Meeting (Harrison Ashby) | |
| | B. General Manager's Report (Ann Freeman-Manzanares) | |
| VIII. | NEXT MEETING - March 20, 2023 | |
| IX. | ADJOURNMENT | |

Attendance Report Attached.

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Minutes
INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE
January 9, 2022 – Virtual Meeting

CALL TO ORDER

Vice-Chair Grettenberger called the virtual January 9, 2023, meeting of the Community Advisory Committee (CAC) to order at 5:30 p.m.

Members Present: Chair Nicole Smit; Vice-Chair Jihan Grettenberger; Harrison Ashby; Clair Bourgeois; Nikki Crist; Ty Flint; John Gear; Betty Hauser; Jeremy Mott; Trina Primm; Doug Riddels, and Eliane Wilson.

Absent: Ursula Euler; Alejandro Garcia; Marie Lewis; Lloyd Peterson; Marilyn Scott; Allison Spector; Edwina Waehling, and Rachel Weber.

Staff Present: Ann Freeman-Manzanares; Nancy Trail; Peter Stackpole; Emily Bergkamp; Jonathon Yee; Eric Phillips; Michael Maverick; Nick Demerice; Jessica Gould; Alex Auty, and Ramon Beltran.

Others Present: Tim Payne, Nelson Nygaard.

APPROVAL OF AGENDA

It was M/S/A by JOHN GEAR and DOUG RIDDELS to approve the agenda.

INTRODUCTIONS

Grettenberger introduced Authority member, DON MELNICK, as the representative attending the meeting.

MEETING ATTENDANCE

- A. January 18, 2023, ITA Meeting – Ursula Euler
- B. February 1, 2023, ITA Meeting – Harrison Ashby
- C. February 15, 2021, ITA Meeting – Marie Lewis

MOTION TO APPROVE MINUTES

It was M/S/A by TY FLINT and CLAIR BOURGEOIS to approve the October 17, 2022, minutes. Eliane Wilson noted the poem quoted is modified from the original.

COMMITTEE MEMBER INTRODUCTIONS – Committee members and staff provided a brief introduction.

- A. **ROADMAP TO A ZERO EMISSIONS FLEET** – (Jonathon Yee) Yee introduced himself as the Director of Fleet and Facilities. He shared a department overview including the Facilities Maintenance staff includes 15 FTE’s and they are almost fully staffed. The team has a lot of work on their plate. They are just about to get the certificate of occupancy in the next day or so for the new Administration and Operations (ADOPS) building. The agency has over 1,000

bus stops they maintain, and 291 have shelters. They maintain four buildings, and the maintenance building will be remodeled over the next few years. The current administration building will disappear and become parking for staff. There are two transit centers, two park and ride lots that we don't own but are responsible for. They also manage and maintain the Centennial Station (Amtrak) and is staffed by volunteers. On the fleet side they are budgeted for 58 FTE's and are responsible for just under 400 vehicles. Covid caused a lot of supply chain issues making it difficult to get vehicles. Fortunately, IT kicked off a multi-year bus procurement when the ballot measure passed that set them up for success. Staff remains very busy maintaining all the vehicles.

Yee shared information on the project overview including that they began speaking with other transit agencies who had started their transition to zero emissions when he first started working at IT. Some were successful, and some not. Last October he presented a vision about what the path might look like going forward. They had a solicitation for a vendor to do feasibility for Zero Emissions Analysis. Through the RFP process they selected the Center for Transportation and the Environment (CTE) along with Nelson Nygaard and Tim Payne who is attending the meeting tonight. He has been with IT for other projects over the years and is very familiar with the agency's operations. They also selected Hatch LTK. He indicated CTE is very well known, and their primary mission is helping fleets transition to cleaner technologies. The agency is in good hands with them. Yee outlined the goals to perform an analysis of current and emerging zero emission vehicle technology to assist the agency with what will be the best fit for the fleet. They will be looking at barriers, constraints, and risks along with costs which is a big one. One of the things they want to keep at the forefront is that IT is a transit agency, and in the end needs to provide services that meet the needs of the community they serve. Yee has heard some of the limitations have made it difficult for agencies to provide the services they were providing before changing technologies. CTE will also focus on the full lifecycle emissions of all solutions also known as well-to-wheels or cradle-to-grave. They are very early in the project planning and held the kick-off just before the Thanksgiving holiday. Right now CTE is in the requirement and data collection gathering phase and the consultants are starting to look at IT's service. The goal is to finish a nearly complete assessment by this summer and wrap up by end of July, 2023. The first phase is to get through the analysis, so the agency has enough information to make a decision on the path for the fleet transition for all fixed route, DAL, vanpool and non-revenue vehicles used day to day. They will then move into the creation of the zero emissions transition plan. This will be a working document. They have learned from others that as technology changes transition plans are a work in progress. The plan will map out the course so the agency can get on the way and as things change over the years they will continue to revisit. Staff is looking forward to receiving the report on the state of the industry next week to complete the next milestone.

Yee indicated the biggest chunk of the transition will be the buses. Technology wise it is the most developed segment of the fleet. There are two primary technologies the agency is looking at including fuel cell electric and battery electric, both are considered electric vehicles. The battery electrics store the energy using some type of charger and it is used to drive the electric motors to move the vehicle. On the fuel cell side, it is still an electric drive train and batteries that store energy but the advantage with the range is they store hydrogen on board and have a device called the fuel cell that turns the hydrogen into energy. It is an electric vehicle with an on-board charger. Across the industry they are seeing a significant range

benefit running fuel cell. Another benefit fitting into IT's system is they are fueled much in the same way the agency fuels vehicles now. The fuel cell vehicles fuel in the same type of timeframe versus a battery electric bus taking quite a bit longer to charge. IT wants to contribute to the reduction of greenhouse gasses and both technologies have zero tailpipe emissions. Battery-electric buses don't have a tailpipe. Most fuel cell buses do but the only thing that comes out is water. Depending on where you get the energy to power either of those technologies, they have much lower source emissions than fossil fuels. He shared some of the benefits that fleets across the country and around the world have seen including being more efficient as far as energy consumption goes, especially battery electric. They're quieter and have significantly lower maintenance costs. Depending on where they get the energy could see lower fuel costs. This is a constantly changing market and there are new vehicles coming on the market in all sizes all the time.

Yee shared the consultants have toured the site and looked at the space the agency has set aside in the master plan for the extra infrastructure that is going to come with either transition. The team has continued to meet bi-weekly and have provided consultants with the initial data starting with fixed route, and then to DAL. Staff is looking forward to the next project milestone of the state of the industry presentation.

Yee added that while the agency has been working on this longer term path, they have been making changes in fuel choices as a result of technology changes in the diesel market. In the 2023 approved budget they planned for a full transition to R99 which is renewable diesel. For the past year and a half, they have been using R50 which is a 50% renewable diesel and 50% ultra-low sulfur diesel to make sure they didn't see any negative side effects in the fleet. They just received their first delivery of R99. Last year the agency secured some grant funding and was able to order some hybrids for the vanpool program and expect to see those sometime this month. They also ordered two Chevy Bolt EV replacement staff cars and expect to see those in the next month as well. They are moving slowly and deliberately making sure new technologies in place that fit within the community. One of the questions they get is when are they going to move vanpool vehicles to battery electric. There is a huge challenge there because they have to make sure that all customers have access to fuel their vehicles. Hybrids are a good choice and they get some benefit in fuel savings and less emissions. Going way back prior to 2010, diesels were very dirty. In the last multi-year bus replacement procurement that wrapped up in early 2022 they removed the last of the 2010 diesel buses in the fleet. Going forward everything is at least a 2010 hybrid or newer. In fact, 63 of the 86 buses are 2019 or newer which are considered very clean diesels. He shared a chart that indicates how the agency has contributed to emissions reduction based on the fuel choices across the fleet for several years. On the fixed route or heavy bus side they have gone from B10. They introduced their diesel hybrid electric and then in 2021 went to R50 and now to R99/R100. They have gone about as far as they can with emissions reduction with fuel choices and the obvious next step is moving into the zero emissions world. As part of the analysis project, they have asked the team to help quantify what their emissions have been beginning with 2010 looking at the actual emissions based on those fuel choices, the mix of the fleet and the miles driven. Then they will have a good baseline for any progress they make in emissions reduction going forward. He looks forward to getting the analysis done and sharing those results and using the information to make a decision. They have also asked that the tool be turned over to the agency so it can be used going forward to continue to track the progress based on their activities and choices.

Yee indicated their next steps are staying focused on their priorities and that is providing transit services that are focused on the communities needs and making sure when considering new technologies, they are looking at full life cycle emissions not just what's coming out of the tailpipe. They will remain engaged with WSU Green Transportation Program, The Consortium for Hydrogen and Renewably Generated E-Fuels; Renewable Hydrogen Alliance, PNW Hydrogen Hub Association, Zero Emissions Bus Resource Alliance (ZEBRA), and APTA Zero Emission Fleet Committee. They will continue to monitor state and federal grant programs to help fund the future zero emissions project once they have defined their transition plan. Locally and nationally they have built a strong partnership with their utility provider PSE. Staff has expanded their conversations across the transit industry and is excited about where they're headed.

Yee answered questions.

Ty Flint - inquired about the cost difference between electric and hydrogen fuel buses and the makeup of Pierce Transit's fleet.

Yee - indicated the agency paid roughly \$600k per bus for the latest build and the last time he checked the battery electric were around \$850-\$900k or more depending on the options. Fuel cell are a little over a million per bus.

Clair Bourgeois - asked about the safety of hydrogen fuel cell and if there have been any studies.

Yee - responded that hydrogen is lighter than air and if there is a leak it goes up and away quickly. There are transits in CA that have been running hydrogen buses for about 20 years and he isn't aware of any accidents. Many think of the Hindenburg when talking about hydrogen, but what actually burned there is the fabric. Once hydrogen is released it goes up and away.

John Gear - indicated he is really interested in the graphic that shows the percent reduction compared to diesel and how it plots on a cost per mile and expected life cycle. The law of engineering is the more the benefit probably the more it costs. He asked if it is an inverse curve down and to the right or is there a step change once you get away from the liquid fuel. He assumes that with all the experience there is a figure for a cost per mile for a conventional bus in those modes. He asked Yee to pass that to Ann or Nancy and have them share that.

Yee - remarked that he didn't have that at his fingertips, but they have that information from their industry partners for a cost per mile for other technologies as well. Staff will look at an overall lifecycle cost for the different technologies. He will provide the information in a future project update. One of the struggles and considerations in this is that it is going to be a costly move and is part of why they have waited until the technology and price come down. The agency also needs to be able to maintain service. They want to be very deliberate going forward. It is about providing service to the community and reducing emissions as much as they can along the way.

Nicole Smit - asked Yee to speak to what refueling looks like for each of the technologies.

Yee – shared that battery electric once depleted takes multiple hours depending on what the state of charge is. With the hydrogen it can be determined by the equipment purchased and it is about 10 minutes to fuel the bus and the range is about 300 miles and some even more. For comparison purposes on pre-covid service the longest route is 330-350 miles, but most now are right in the 300 mile range. Proterra is talking about getting closer with battery electric technology but most are at about 200.

Jeremy Mott – inquired if there are big differences in overall service life between the two routes and also if there is any degree of modularity to shift from one to the other and how future proof or modular these technologies are.

Yee – responded on the infrastructure side they are not super modular. Most are now considering mixed fleet because they are bumping up against the range limitations and looking at hydrogen for their longer routes. Some of that is also dependent on how much space they have. IT has very little space and is being very deliberate to be as future proof as possible, so they don't have to rebuild the bus yard in 20 years when technology changes. It is hard to do because no one has a crystal ball. The way technology has been changing it is very difficult but feels pretty stable at the moment. Regarding life cycle considerations nobody really knows, but they do degrade over time and capacity is lost. How much is difficult to tell. There is an anticipation of battery pack replacement that could be about \$20k per bus. Some of the bigger more advanced batteries are considerably more, but there are options for warranties and such. On the hydrogen fuel cell side there is a mid-life at about 6-7 years for a fuel cell rebuild. There will be less oils, and things that go along with that.

Jeremy Mott – added that with a network the size of IT does it make sense to go all one or all the other.

Yee – indicated that is an agency choice. With the last several bus purchases they have gotten the fleet to the point where it is kind of universal so they can use almost any bus on any route. One of the fears he has with a mixed fleet or range capacities that is a big consideration as well. It could be done but makes it logistically harder to keep service on the road.

Harrison Ashby – asked *Yee* to speak about ethical sourcing and issues with recycling.

Yee – shared that when it comes to manufacturing buses there are a lot of choices out there. In general, when speaking of alternative fuels, there are many questions about ethical social and environmental sourcing. Another question is the question of battery recycling. It is of definite concern is a conversation brewing in the industry. There are a lot of conversations about reuse. So IT buys a new battery and the old one goes into some other use that's not as critical as transportation. Recycling and disposal of the materials that are in a battery are a major concern. That is all part of the well to wheels discussion.

John Gear – indicated that his experience with hydrogen goes back to the 70's when his father worked with the Post Office and he was looking at hydrogen for their vehicles. They

worried about tank embrittlement and the weight of the tanks and the problem with breakthrough is that physics problems aren't easy to solve. He is concerned that getting married to a hydrogen system is like getting married to the mob. He added it would be nice if every individual system didn't have to become a hydrogen capable system. If there was one fleet provider that could buy, maintain and service the vehicles they could be leased on contracts. They could specialize in the average vehicle and a few could be loners for the longer routes. He urged the agency to understand once people get married to a particular system it could be an inferior technology.

Yee - indicated that it was an interesting business venture but he wasn't aware of any that exist. And yes it would be a major investment and deserves a full evaluation.

Don Melnick - shared that he is an EV geek and he really admires the agency for their cautious approach to this project. Staff and Authority members have heard the issues of other transit agencies that have spent a lot of money and haven't had success. IT isn't a very big agency and doesn't have money like some of the bigger agencies in Seattle. He appreciates all the agency has learned even before hiring a consultant.

Yee indicated he would be back to update everyone with more detailed information as the project moves forward.

CONSUMER ISSUES

- *Clair Bourgeois* - shared that she is looking forward to getting nightline service out to the neighborhoods. She shared that before going to the expense of running buses perhaps a subscription service where people call in advance like DAL. They meet at the transit center and know how many people are going to need transportation out of the downtown area.

Freeman-Manzanares - indicated the agency ran a subscription service earlier in the Covid period and it was successful at the time and in particular the focus was keeping passengers and employees as safe as possible. You'll find as an organization and between the CAC and ITA that they have a lot of passion around trying new things and seeing what might work. It was a difficult time to run that service in that way and we know how to do it. Really what we're focusing on now are the challenges of the labor market and attempting to attract more employees to IT to get back to pre-Covid levels of service because they are at 74%. They interviewed for more operators last week. The next class starts February 6. Staff is focusing on doing community outreach and the CAC can help by encouraging as many people as possible to apply. This will allow the agency to return that service particularly the early morning and late evening service. They are looking at adding a little bit of service in March but haven't made as much progress as we would like in terms of the number of operators.

- *Jihan Grettenberger* - inquired about the status of the new app.

Freeman-Manzanares - indicated the app is up and running and asked everyone to give it a try and please provide feedback. The new CAD/AVL system is a major installation for us and our riders. There is still some work to do. Let staff know what is working well and what isn't.

- *Clair Bourgeois* – shared that she tried to use the app unsuccessfully and asked that the agency please keep onebusaway.

REPORTS

- **General Manager's Report** – Freeman-Manzanares provided the General Manager's report including:
 - Welcoming new members and is glad to have everyone here after the holiday break. The agency accomplished a lot last year and that feels really good and there is a full year ahead. Since the CAC last met staff held the grand opening for the new administration, operations and fuel wash facilities. They are very close to receiving occupancy and finalizing all the technology. Staff will begin moving in over the next several months which is a big process. Staff will be focused on all of the work associated with getting out of the old building because as Jonathon mentioned they will be demolishing that building. The next phase includes remodeling the maintenance building, installing stormwater facilities, replacing the bus yard parking and a number of other things. The current completion timeframe is around July, 2025. The project consultants will have a presentation at the February Authority meeting along with a contract for approval of the next phase. This is another major milestone. CAC is welcome to attend the meeting, and there will be a staff presentation at the February CAC meeting.
 - At the December 7 meeting the Authority approved the strategic plan and budget. She thanked the CAC for their feedback in getting those documents finalized.
 - Procurement staff will present a 2023 project framework for the coming year at the February CAC meeting.
 - An early head's up in February they have plans to further improve the website to enhance use of bus schedules. The project team will be reaching out to the CAC to do some usability testing. This is not a requirement but staff would appreciate the CAC's assistance. She added that staff may reach out to Clair to get her experience with the app.
 - She is thrilled to welcome Peter and Nick to the organization and glad to see them at the meeting this evening. It has been a long time coming.
 - Staff looks forward to welcoming a new class of operators on February 6.
 - *Ty Flint* – inquired about the retention rate of new drivers.
 - *Freeman-Manzanares* – indicated they haven't made a lot of headway because so many have retired. This issue is happening nationwide and likely world-wide. She will ask the HR group to come in and talk about DEI and outreach efforts in the coming months.
 - *Doug Riddels* – inquired about a tour of the new facility prior to everyone moving in.
 - *Freeman-Manzanares* – responded that they would love to show them the new facility. They will work on a few different dates.
 - *Nikki Crist* – asked if there was something CAC can do to help get the word out.
 - *Freeman-Manzanares* – indicated they could share postings on social media. IT has been including job postings in the CAC's packets as they become available. Staff is interested in hearing ways they might be able to do more outreach in the community. As in-person job fairs start to happen they will bring operators and maintenance staff to chat with folks and always do better face to face. They also have a new recruiter on staff.
 - *Jihan Grettenberger* – asked who people should contact about what it takes to be a driver.
 - *Freeman-Manzanares* – shared they can reach out to Ann or Nancy and they will get them in touch with someone in operations or maintenance.

Intercity Transit Community Advisory Committee

January 9, 2023

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- *Eliane Wilson* – asked if the CAC could get some information on ridership to see how the system is doing.
- *Freeman-Manzanares* – indicated they can certainly do that and some of that information comes out during the Planning 101 presentation. Staff can focus on both DAL and fixed route. She recently discussed with Emily about having Kevin and his team come update the CAC on DAL and what is going on there. Last time she spoke with Kevin they were at about 80% of pre-Covid levels. It will be good to get an update from both sides.

NEXT MEETING: February 13, 2023.

ADJOURNMENT

It was M/S/A by TY FLINT and DOUG RIDDELS to adjourn the meeting at 7:04 pm.

Prepared by Nancy Trail G:\CAC\Minutes\2021\CAC Minutes 20210111.docx

**INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE
AGENDA ITEM NO. V-A
MEETING DATE: February 13, 2023**

FOR: Community Advisory Committee

FROM: Steve Krueger, 360.705.5833
Jonathon Yee, 360.705.5884

SUBJECT: Pattison Rehabilitation and Expansion Project Update

1) The Issue: Update the CAC on the Pattison Base Rehabilitation and Expansion Project.

2) Recommended Actions: This item is for information only.

3) Policy Analysis: The Authority authorizes the budget for design and construction projects.

4) Background: With the recent completion of the Phase III Pattison North Parcel construction that included a new Administration/Operations (ADOPS) building and Fuel Wash Facility (FWF), we're now poised to proceed with the Phase IV South Parcel work which includes the renovation of our Maintenance Building, demolition of the old Administration Building, expansion of the employee parking lot, rehabilitation of the bus yard and related sitework which will close out the Pattison Expansion and Rehabilitation Project. The next step was to authorize a \$39.4M Maximum Allowable Construction Cost (MACC) for the Phase IV South Parcel Construction which the ITA approved at their February 1, meeting. In this update, staff will provide a brief high-level overview of the remaining phases of the South Parcel construction. Afterwards, staff will be happy to respond to any questions.

5) Alternatives: N/A.

6) Budget Notes: N/A.

7) Goal References: **Goal #2:** "Provide outstanding customer service." **Goal #3:** "Maintain a safe and secure operating system." **Goal #4:** "Provide responsive transportation options"

*within financial limitations.” **Goal #5:** “Integrate sustainability into all agency decisions and operations to lower social and environmental impact to enhance our community and support the Thurston County Regional Climate Mitigation Plan.”*

8) References: N/A.

**INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE
AGENDA ITEM NO. V-B
MEETING DATE: February 13, 2023**

FOR: Intercity Transit Authority

FROM: Steve Krueger, 360.705.5833

SUBJECT: 2023 Procurement Project Plan

1) **The Issue:** Provide an overview of planned procurement projects for 2023.

2) **Recommended Action:** This item is for information and discussion.

3) **Policy Analysis:** The Authority approves any contract over \$100,000 and the purpose of this agenda item is to provide an awareness of the procurements that may require Authority approval in 2023.

4) **Background:** The Procurement division plans, organizes and manages a wide range of procurements to include goods and services, agency vehicles, and capital construction projects. As part of the procurement process, the division is responsible for concept to completion project management including the direct administration of many contracts as well as providing consultation and oversight services to other divisions for the administration of their contracts. The Procurement division is also responsible for managing the acquisition and inventory of vehicle parts and the disposal of surplus property.

Except for emergency purchases, all agency purchases in excess of \$3,500 must be competitively awarded. All projects costing \$10,000 or more must go through a formal solicitation and award process. Projects costing \$100,000 or more must be presented to the Authority for award of contract.

When the Authority approves the annual budget each year, Procurement, with the assistance of each department Director and Manager, prioritizes all projects and develops a schedule for how the projects can be accomplished. The plan must accommodate the new projects, any ongoing projects that are continuing from the previous year, renewals for multi-year contracts and research for anticipated projects.

Scheduling must consider the probable amount of time required for project development, appropriate sequencing of projects, timeline constraints, funding opportunities, escalation in importance based on new knowledge, and staff availability. A successful project not only requires Procurement staff but also

significant stakeholder involvement. Procurement coordinates with departments to ensure adequate staff time can be devoted to each project.

Highlights of the 2023 Procurement plan will be provided at the meeting. Many influences impact the flow of projects, and the plan is adjusted as needed throughout the year.

5) **Alternatives:** N/A.

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

7) **Goal Reference:** The 2023 project list represents all agency goals.

8) **References:** 2023 Procurement Projects

2023 Procurement Project Plan

Project Code	Description	Action
DEV-018	Bus Rapid Transit	Consultant Contract
DEV-032	NE Lacey Operation Terminal Facility	Consulting Contract
DEV-016	Transit Center and core customer info navigation	Consultant Contract
PL-013	Bus Stop Facility Improvements	Bid
DEV-008	Traffic Engineering Services	Contract
DEV-015	Transit Signal Priority	Administer
DEV-023	Smart Corridor phase 2 & 3	Advance
DEV-022	Innovative service zones study	Consultant Contract
DEV-014	Pattison Rehab & Expansion	Administer
DEV-026	Offsite parking	Administer
DEV-017	Satisfaction & Market Segmentation Survey	Contract
DEV-020	Community engagement	Consulting Contract
DEV-028	Large Urban Area Federal updates/Title VI	Support
VM-010	Staff Car (replacement) (2004 Toyota Prius)	Purchase
VM-013	Staff Car (replacement) (2004 Ford Taurus wagon)	Purchase
VM-025	Hybrid Bus Mid-Life Rebuild	On-Hold
VM-038	Maint Truck (replacement)	Purchase
VM-039	Facilities Trucks	Purchase
VM-044	DAL vans (replacement, partly grant funded) (28)	Purchase
VM-049	Driver Barriers	Facilitate
MA-005	Alternative Technology Project Management	Administer
MA-006	Alternative Tech Master Planning & Detail Design	Contract
IS-042	Facilities management software	Purchase
IS-046	Fleetnet Migration to My Avail	Contract
IS-050	ERP Research and Review (Consultant)	Contract
IS-049	DAL Scheduling SW Replacement	Implement
DEV-024	Martin Way P&R Express Bus direct access	Contract
DEV-031	OTC Pedestrian Crossing replacements	Contract
PL-015	Fixed Route Transfer Study	Consultant
PL-016	West Olympia Service Analysis	Consultant
PL-017	Service Performance & Reporting	Consultant
FAC-040	Bus Stop Enhancements/Facilities	Contract
FAC-098	Catch Basin Cleaning Contract	Contract
FAC-099	Elevator Maintenance Contract	Administer
FAC-106	Amtrak parking lot drainage engineering and repair	Contract
FAC-107	Amtrak parking lot maint service	Contract
FAC-111	Mobile Steam Cleaner	Purchase
FAC-112	Custodial Services	Administer
FAC-113	Landscaping Services	Administer
FAC-114	LTC rain gutter replacement	Implement
FAC-115	Amtrak Building Security System	Contract
FAC-117	Building Condition Assessment	Task Order
FAC-118	Building Condition Assessment - Amtrak	Task Order
FAC-119	Door System Assessment	Task Order
MC-028	Translation Services	Administer

1740	1740 - General Legal Services	Rebid
1932	1932 - Avail Maintenance Software Plan	Extend
1210	1210 - Security Camera Consultant	Extend
2207	2207 - Website Management	Extend
2134	2134 - Marketing & Communications Services	Extend
2119	2119 - State Legislative Advocacy Services	Extend
1917	1917 - Janitorial Services & Supplies	Extend
1906	1906 - Operations Uniforms	Extend
1904	1904 - Landscaping Services	Extend
1811	1811 - GovDelivery	Renew
1802	1802 - Federal Advocacy Services	Rebid
1810	1810 - Vehicle Wraps	Rebid
2018	2018 - ThermoKing/Bobcat Parking Lot	Administer

A new class of 11 Operator candidates will begin 8 weeks of training Monday, February 6.

IT held a graduation ceremony on January 31 for Operator class 20-01. This was the class that graduated in March 2020 just as COVID hit so we paused on celebrating their graduation. The training group arranged for the class to get together allowing us to celebrate the completion of their training and their three years of dedicated service to Intercity Transit.

Staff is diligently working to pack up and move fully into the new Admin/Operations, Fuel, and Wash facility. We are still experiencing some delays in deliveries i.e., the antenna for the digital radio back-up system. Time is of the essence to clear out of the old building, hopefully by the end of February so Ehli's Auction can move in and document all that is remaining in the building and get everything up for auction so Forma can move in and demolish the facility.

The state legislature is in session, and we are monitoring several 2023- 2025 biennium projects IT submitted. The projects have been recommended through the legislature or have been recommended as high scoring projects by the WA State Department of Transportation. We need to ensure they remain in the budget. The Maintenance Facility Renovation is in the budget for \$5,046,000. This is the last piece of funding for the Pattison Street campus.

IT has two projects on the **WSDOT Regional Mobility Grant Prioritized Project List:**

- **Rear Door Boarding and Real-Time Passenger Information Deployments** to upgrade 55 bus stops to facilitate rear door access, deploy real-time traveler information devices at 17 locations, and rehabilitate three critical bus zones at the Olympia Transit Center for about \$1,211,221.
- **Zero-Emission Alternative Fuels Demonstration Project** to purchase three alternatively powered buses to use on select routes, along with fueling facility infrastructure for a total of \$10.3M over a 4-year period.

IT applied for \$6.8M project under the **WSDOT Green Transportation Grant Program – Intercity Transit Green Hydrogen Fuel-Cell-Electric Buses Demonstration Project** - IT is looking to acquire two additional alternatively fueled vehicles, address fueling infrastructure and upgrade facility safety features. The objective is to demonstrate alternatively fueled vehicles can replace diesel hybrid vehicles on the most demanding routes Intercity Transit operates with no degradation to safety, reliability, operating or scheduling efficiency, or public confidence.

WSDOT Bus & Bus Facility Project - for the East Martin Way Round About Preliminary Engineering to prepare for Right-of-Way and then construction. This will create a transit turnaround for future BRT service to increase efficiency and improve access for walkers, bikers and transit users. That grant is for \$850,000.

There is a lot happening within Vanpool.

- In January, Vanpool formed 10 new vanpool groups (4 vans to Costco on 93rd, 3 vans for Lacey Fire Department, and 3 vans for the National Guard).
- Freeman-Manzanares gave a shoutout to Vanpool Coordinator, Magic Aguinaga, who was accepted into the ACT Impact Leadership Program. ACT stands for Association of Commuter Transportation. The program recognizes, supports and develops professionals in their growth as leaders in Transportation Demand Management in which 15 individuals are selected nationwide.

Freeman-Manzanares showed graphics of the projects going on in Vanpool and Operations.

- Staff sent out 138,000 mailers to Thurston County residences and business to inform and educate about vanpool and the new fare structure showing how economical it is to vanpool.

- Staff is working on new ways to reach out the recruitment efforts for Operators. Freeman-Manzanares showed a flyer created by Hannah Newton in Marketing featuring Operator Ambassador Morgan Hagquist. There is a hiring event at WorkSource on February 22.
- Human Resources (Heather Stafford Smith, Amy Zurfluh, Amy Meierhoff, Alana Neal), along with Operations (Emily Bergkamp, Dena Withrow, Cameron Crass and Kevin Karkoski) are working very hard to be responsive to the needs of applicants and the needs of the market to simplify and speed up the hiring process. IT is looking for 100 Operators and if anyone is interested, check our website at intercitytransit.com or give us a call.

Attached are graphics shared or mentioned at the meeting.

Freeman-Manzanares shared that on Friday, January 20, Operator, Ted Depoe was notified there was an unresponsive individual and Depoe didn't hesitate to jump out of his bus, called 911 and was then directed to start compressions. Depoe continued the life-saving efforts until EMTs arrived, and then went back to driving to complete his shift. We thank Depoe for going above and beyond for this individual and praise him for his efforts.

Prepared February 6, 2023
Pat Messmer/Clerk of the Board

COMMUNITY ADVISORY COMMITTEE ATTENDANCE RECORD

		1	2	3	4	5	6	7	8	9	10	11	12
CAC	Members	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
Harrison	Ashby												
Clair	Bourgeois												
Nikki	Crist												
Ursula	Euler	Absent											
Ty	Flint												
Alejandro	Garcia	Absent											
John	Gear												
Jihan	Grettenberger												
Betty	Hauser												
Marie	Lewis	Absent											
Jeremy	Mott												
Lloyd	Peterson	Absent											
Trina	Primm												
Doug	Riddels												
Marilyn	Scott	Absent											
Nicole	Smit												
Allison	Spector	Absent											
Edwina	Waehling	Absent											
Rachel	Weber	Absent											
Eliane	Wilson												

= Joint meeting does not count against required meeting attendance