

AGENDA
INTERCITY TRANSIT AUTHORITY
Wednesday, April 5, 2023
5:30 P.M.

You can dial in using your phone. Dial in at 5 p.m. for a sound check.

Toll Free: (844) 730-0140 / Phone Conference ID: 110 649 299#

The public may join in person at the Pattison Street Facility or view the meeting via Facebook: <https://www.facebook.com/IntercityTransit/>

CALL TO ORDER

- | | | |
|-----------|---|----------------|
| 1) | APPROVAL OF AGENDA | 1 min. |
| 2) | STAFF INTRODUCTIONS | 10 min. |
| | A. Chad Edwards, Operations Trainer (Dena Withrow) | |
| | B. Richelle Loken, Technician (Jonathon Yee) | |
| 3) | PUBLIC COMMENT | 5 min. |
| 4) | NEW BUSINESS | |
| | A. Bus Shelter Purchase (Jeff Peterson) | 5 min. |
| 5) | COMMITTEE REPORTS | |
| | A. Community Advisory Committee (Mar. 20) (Ty Flint) | 3 min. |
| 6) | GENERAL MANAGER'S REPORT | 5 min. |
| 7) | AUTHORITY ISSUES | 10 min. |

ADJOURNMENT

Intercity Transit ensures no person is excluded from participation in or denied the benefits of its services on the basis of race, color, or national origin consistent with requirements of Title VI of the Civil Rights Act of 1964 and Federal Transit Administration guidance in Circular 4702.1B.

For questions, or to file a complaint, contact Intercity Transit customer service at 360-786-1881 or by email to TitleVI@intercitytransit.com.

If you need special accommodations to participate in this meeting, please call us at (360) 786-8585 three days prior to the meeting. For TDD users, please use the state's toll-free relay service, 711 and ask the operator to dial (360) 786-8585.

Please consider using an alternate mode to attend this meeting: bike, walk, bus, carpool, or vanpool. This facility is served by Routes 62A, 62B (on Martin Way), and 66 (on Pacific Avenue).

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-A
MEETING DATE: April 5, 2023

FOR: Intercity Transit Authority

FROM: Jeff Peterson, 705-5878

SUBJECT: Bus Shelter Purchase

1) **The Issue:** Consideration of issuing a purchase order for the purchase of bus stop shelters and associated kiosks to replenish depleted inventory.

2) **Recommended Action:** Authorize the General Manager to execute a purchase order to Handi-Hut Inc. for the purchase of shelters in the amount of \$133,450, not including tax.

3) **Policy:** The Procurement Policy states the Authority must approve any expenditure over \$100,000.

4) **Background:** Intercity provides shelters throughout our system to provide cover during inclement weather and bring attention to our stops. The shelters are robust; however, they are subject to occasional accidents that cause them to be unusable. Our inventory of spare shelters is depleted, and our facilities team needs to place an order.

Intercity solicited bids for 14 shelters, to replenish our inventory (three full size, and eleven cantilever, as well as kiosks to accompany the shelters.

Transit issued a request for bids on March 9th and two bids were submitted by the due date of March 20th. The pricing includes the shelters, kiosks, freight, and structural certified drawings and calculations. Both bids were determined to be responsive. Handi-Hut submitted the lowest most cost-effective bid and had the most advantageous estimated delivery time. Transit has previously purchased shelters from Handi-Hut and was satisfied with their product. Accordingly, staff recommends issuing a purchase order to Handi-Hut.

5) **Alternatives:**

A. Authorize the General Manager to execute a purchase order to Handi-Hut Inc for the purchase of shelters in the amount of \$133,450, not including tax.

B. Defer action. A decision to delay may impact our ability to replace shelters damaged beyond repair in a timely manner.

6) **Budget Notes:** The 2023 budget has \$150,000 allocated for this purchase.

7) **Goal Reference:** **Goal 2:** Provide outstanding customer service. **Goal 3:** Maintain a safe and secure operating system. **Goal 6:** Encourage use of our services, reduce barriers to access and increase ridership.

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

TRPC Members & Representatives**City of Lacey***Robin Vazquez***City of Olympia***Clark Gilman***City of Rainier***Dennis McVey***City of Tenino***John O'Callahan***City of Tumwater***Eileen Swarthout***City of Yelm***Joe DePinto***Confederated Tribes of the Chehalis Reservation***Amy Loudermilk***Nisqually Indian Tribe***David Iyall***Town of Bucoda***Robert Gordon***Thurston County***Gary Edwards***Tumwater School District***Mel Murray***North Thurston Public Schools***Graeme Sackrison***Olympia School District***Hilary Seidel***Intercity Transit***Debbie Sullivan***LOTT Clean Water Alliance***Carolyn Cox***Port of Olympia***Amy Evans Harding***PUD No. 1 of Thurston County***Russ Olsen***Associate Members****Economic Development Council of Thurston County***Michael Cade***Lacey Fire District #3***Liberty Hetzler***Puget Sound Regional Council***Josh Brown***The Evergreen State College***Scott Morgan***Timberland Regional Library***Cheryl Heywood***Thurston Conservation District***Helen Wheatley*

REGIONAL VISION • COOPERATION • INFORMATION

PRE-AGENDA
8:30 a.m. – 11:00 a.m.
Friday, April 7, 2023**NOTE: Remote meeting with an in-person option.**

The TRPC pre-agenda provides our members the opportunity to review the topics of the upcoming TRPC meeting. This information is forwarded in advance to afford your councils and boards the opportunity for discussion at your regular meetings. This will provide your designated representative with information that can be used for their participation in the Regional Council meeting. For more information, please visit our website at www.trpc.org.

Consent Calendar**ACTION**

These items were presented at the previous meeting or are routine in nature. They are action items and will remain on consent unless pulled for further discussion.

- a. Approval of Minutes – March 3, 2023
- b. Approval of Vouchers – March 2023

Regional Transportation Plan (RTP) – 2022 Amendment Cycle & Resolution**ACTION**

Staff will present Council with the TPB's recommendation on the 2022 Regional Transportation Plan proposed amendments.

Transportation Performance Measures**1st REVIEW**

Staff will provide an overview of the transportation performance measures for pavement, bridges, system performance/congestion, and freight movement.

Urban Growth Management Subcommittee**PRESENTATION**

All counties planning under the state Growth Management Act (GMA) must adopt Countywide Planning Policies (CWPP). These policies establish a framework for developing and adopting county and city comprehensive plans.

The Thurston CWPP require that when contemplating amendments to the urban growth boundaries, TRPC will convene their Urban Growth Management (UGM) subcommittee to review the proposal and make a recommendation directly to the Board of County Commissioners.

County and TRPC staff will provide an overview of the process and amendments.

Report from Outside Committee Assignments**INFORMATION****Executive Director's Report****INFORMATION****Member Check In****INFORMATION**



Social Media Report: TDAD 2023

March 13 – 18, 2023

Ally McPherson

Reference

- ***Post clicks** are when someone clicks the photo or web link in the post. Facebook also lumps “other clicks” into this metric. Other clicks are clicks not on the content of the post like the page title.
- **Facebook reach** is defined as the “number of unique people who saw the content/posts.”
- **Facebook impressions** tell you how many times your post was displayed on a screen. This could mean one person saw the post multiple times (i.e. mobile and on a computer).
- **Twitter impressions** measure the total number of views for a tweet.

Social Graphics



Transit Driver Appreciation Day | March 18



Transit Driver Appreciation Day | March 18



Transit Driver Appreciation Day | March 18



Transit Driver Appreciation Day | March 18

Social Graphics



Transit Driver Appreciation Day | March 18



Transit Driver Appreciation Day | March 18



Transit Driver Appreciation Day | March 18



Transit Driver Appreciation Day | March 18

Facebook Posts Scheduled

Week

Month



Today



March 2023

Content

Sun 12

Mon 13

Tue 14

Wed 15

Thu 16

Fri 17

Sat 18

St. Patrick's Day

6:00 AM



Transit Driver Appreciation Day

21 5 2

8:12 AM



Happy Transit Driver Appreciation Day!
Thank your driver on
Transit Driver Appreciation Day, March 13.

2:00 PM



Transit Driver Appreciation Day

11:30 AM



Transit Driver Appreciation Day

10:30 AM



Transit Driver Appreciation Day

6:00 PM








Transit Driver Appreciation Day

6:30 AM



Transit Driver Appreciation Day

Tweets Scheduled

Mon 13	Tue 14	Wed 15	Thu 16	Fri 17	Sat 18
					
					
					
					
					

Facebook Cover Photo

 **Intercity Transit** updated their cover photo.
Published by Joy Adrian · 4h · 

Happy Transit Driver Appreciation Day!
Thank your driver on Saturday, March 18.



0 People reached 22 Engagements — Distribution score [Create ad](#)

   20 2 shares

 Like  Comment  Share 

Facebook

March 13

We're celebrating Transit Driver Appreciation Day this week! You'll see posts showing our appreciation for all that Intercity Transit's hard-working bus drivers do everyday. Please comment on posts here or on Twitter sharing stories and gratitude, using #tdad, so we can share appreciative comments with our drivers. #IntercityTransit

Results

Reach	636
Impressions	695
Reactions	74
Comments	6
Shares	4
Post Clicks*	108



Twitter

March 13

We're celebrating Transit Driver Appreciation Day this week! We'll share posts expressing appreciation for all that our hard-working bus drivers do everyday. Please comment, sharing stories and gratitude, using #tdad. Appreciative comments will be shared with our drivers.

Results

Impressions	201
Total engagements	5
Detail expands	3



We're celebrating Transit Driver Appreciation Day this week! We'll share posts expressing appreciation for all that our hard-working bus drivers do everyday. Please comment, sharing stories and gratitude, using #tdad. Appreciative comments will be shared with our drivers.



8:25 AM · Mar 13, 2023 · 200 Views

Facebook


March 14

We want to thank and celebrate our hard-working bus drivers for their dedication to providing safe and reliable transportation to the community. Their continued dedication to getting riders to and from their destinations is inspiring.

In honor of Transit Driver Appreciation Day, March 18, leave your messages to your favorite driver below using #tdad or say a simple 'thank you' when you ride!


Results

Reach	744
Impressions	760
Reactions	63
Comments	6
Shares	3
Post Clicks*	161

 **Intercity Transit**
Published by Joy Adrian · March 14 at 2:00 PM ·



We want to thank and celebrate our hard-working bus drivers for their dedication to providing safe and reliable transportation to the community. Their continued dedication to getting riders to and from their destinations is inspiring.

In honor of Transit Driver Appreciation Day, March 18, leave your messages to your favorite driver below using [#tdad](#) or say a simple 'thank you' when you ride!



Transit Driver Appreciation Day | March 18

738	244	—	Boost post
People reached	Engagements	Distribution score	

  31

6 comments 3 shares

Twitter

March 14

We want to thank and celebrate our hard-working drivers for providing safe and reliable transportation. In honor of Transit Driver Appreciation Day, March 18, leave a comment to your favorite driver below using #tdad or say a simple 'thank you' when you ride! #IntercityTransit

Results

Impressions	102
Total engagements	12
Detail expands	8



2:01 PM · Mar 14, 2023 · 101 Views

Facebook

March 15

Transit drivers deserve to be celebrated every day, but Transit Driver Appreciation Day on March 18 honors and recognizes them for their dedication and hard work. Intercity Transit's drivers go above and beyond to keep us moving. We want to give them a big thank you for all they do. We appreciate them!

Help us celebrate our drivers by thanking them with a smile and a wave when you ride or leave your appreciative comment below using #tdad.

Results

Reach	223
Impressions	232
Reactions	14
Comments	1
Post Clicks*	31



Intercity Transit

Published by Joy Adrian · March 15 at 11:33 AM ·

Transit drivers deserve to be celebrated every day, but Transit Driver Appreciation Day on March 18 honors and recognizes them for their dedication and hard work. Intercity Transit's drivers go above and beyond to keep us moving. We want to give them a big thank you for all they do. We appreciate them!

Help us celebrate our drivers by thanking them with a smile and a wave when you ride or leave your appreciative comment below using #tdad.



Transit Driver Appreciation Day | March 18

223

People reached

46

Engagements

—

Distribution score

Boost post



14

1 comment

Twitter

March 15

Transit drivers deserve to be celebrated every day, but Transit Driver Appreciation Day on March 18 recognizes them for their dedication. Our drivers go above and beyond to keep us moving. We want to give them a big thank you for all they do. We appreciate them! #tdad

Results

Impressions	106
Total engagements	5
Detail expands	3



Intercity Transit

@intercitytransi

Transit drivers deserve to be celebrated every day, but Transit Driver Appreciation Day on March 18 recognizes them for their dedication. Our drivers go above and beyond to keep us moving. We want to give them a big thank you for all they do. We appreciate them! #tdad.



11:30 AM · Mar 15, 2023 · 106 Views

Facebook

March 16

Saturday, March 18 is National Transit Driver Appreciation Day! Help us celebrate by sharing your appreciation for the people who get you where you need to go safely by saying 'thank you' to your favorite Intercity Transit driver. Tell us how your driver makes your day or trip better using #tdad and we'll share your appreciative comments with them.

Results

Reach	520
Impressions	532
Reactions	60
Comments	8
Shares	6
Post Clicks*	52

**Intercity Transit**

Published by Joy Adrian · March 16 at 10:30 AM ·

Saturday, March 18 is National Transit Driver Appreciation day! Help us celebrate by sharing your appreciation for the people who get you where you need to go safely by saying "thank you" to your favorite Intercity Transit driver. Tell us how your driver makes your day or trip better using #tdad and we'll share your appreciative comments with them.



Transit Driver Appreciation Day | March 18

517 People reached	126 Engagements	↑ +2.2x higher Distribution score	Boost post
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56... 17

6 shares

Twitter

March 16

Saturday, March 18 is National Transit Driver Appreciation Day! Help us celebrate by sharing your appreciation for the people who get you where you need to go by saying "thank you" to your favorite driver. Tell us how your driver makes your day or trip better below using #tdad.

Results

Impressions	198
Total engagements	3
Detail expands	1



Facebook


March 17

We want to thank and celebrate our hard-working bus drivers for helping to ensure we can provide vital transportation services to the community. Their service and dedication is impressive!

In celebration of National Transit Driver Appreciation Day tomorrow, March 18, please help us celebrate our bus drivers! You can help by thanking your driver the next time you ride or by commenting below using #tdad. We will share appreciative comments with them.


Results

Reach	264
Impressions	272
Reactions	24
Shares	2
Post Clicks*	15

**Intercity Transit**
Published by Joy Adrian · March 17 at 6:00 PM ·

We want to thank and celebrate our hard-working bus drivers for helping to ensure we can provide vital transportation services to the community. Their service and dedication is impressive!

In celebration of National Transit Driver Appreciation Day tomorrow, March 18, please help us celebrate our bus drivers! You can help by thanking your driver the next time you ride or by commenting below using [#tdad](#). We will share appreciative comments with them.




Transit Driver Appreciation Day | March 18

259
People reached

41
Engagements

—
Distribution score

Boost post

 17

2 shares

Twitter

March 17

We want to thank and celebrate our bus drivers for providing vital transportation services to the community. In honor of Transit Driver Appreciation Day, March 18, help us celebrate by thanking your driver the next time you ride or by commenting below using #tdad.

Results

Impressions	89
Total engagements	10
Likes	2
Detail expands	7



Intercity Transit
@intercitytransi

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We want to thank and celebrate our bus drivers for providing vital transportation services to the community. In honor of Transit Driver Appreciation Day, March 18, help us celebrate by thanking your driver the next time you ride or by commenting below using [#tdad](#).



Transit Driver Appreciation Day | March 18

6:00 PM · Mar 17, 2023 · 89 Views

Facebook

March 18

Happy Transit Driver Appreciation Day!

Thank you to Intercity Transit's bus drivers for all you do to keep us moving! You work diligently to manage schedules, give directions, answer questions, and so much more. You take pride in customer service and getting customers safely to their destinations. You reliably maneuver buses through unpredictable traffic and inclement weather. We appreciate you so much! #tdad

Results


Reach	1,833
Impressions	1,839
Reactions	93
Comments	20
Shares	12
Post Clicks*	160



Intercity Transit
Published by Joy Adrian · March 18 at 6:30 AM · 🌐

Happy Transit Driver Appreciation Day!

Thank you to Intercity Transit's bus drivers for all you do to keep us moving! ❤️🚌 You work diligently to manage schedules, give directions, answer questions, and so much more. You take pride in customer service and getting customers safely to their destinations. You reliably maneuver buses through unpredictable traffic and inclement weather. We appreciate you so much! #tdad



Transit Driver Appreciation Day | March 18

1,825 People reached	285 Engagements	— Distribution score	Boost post
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👍❤️ 55 9 comments 12 shares

Please note: Not all comments are accessible to us because comments were made on shared posts.

Twitter

March 18

Happy Transit Driver Appreciation Day!

Thank you to Intercity Transit's bus drivers for all you do to keep us moving! You work diligently to manage schedules, give directions, answer questions, and so much more. We appreciate you so much! #tdad

Results

Impressions	202
Total engagements	16
Likes	4
Retweets	1
Detail expands	5
Profile visits	1

Happy Transit Driver Appreciation Day!

Thank you to Intercity Transit's bus drivers for all you do to keep us moving! ❤️🚌 You work diligently to manage schedules, give directions, answer questions, and so much more. We appreciate you so much! #tdad



6:30 AM · Mar 18, 2023 · 202 Views

Comments



Top fan

Marrianne Backous

I volunteer at Lacey Senior Center weekly. I watch Dial a Lift drivers load, unload and escort members to the Center and Brighter Days Program. A truly kind, compassionate and caring group of individuals. Members often share stories with me of their regular drivers and their adventures. Thank you...well done!#tdad

...

Love Reply Hide 1w



Jody Fosberg

Great job Kody you are looking good behind that wheel ! Kody Mosso #TDAD

Like Reply Hide Send Message 5d



Shannie Dixon Jenkins
Brother Dalton!!!!



Love Reply Hide Send Mes

Comments (continued)



Enrique Jimenez

Best drivers ever ❤️ 🚌 ❤️

[Love](#) [Reply](#) [Hide](#) [Send Mes](#)



Cynthia Kolb

Much appreciation to all. DAL drivers big hugs all, you're like my family. Summer, look at you with your beautiful smile. 😊 ❤️

[Love](#) [Reply](#) [Hide](#) [Send Message](#) 4d



Jeff Mosso

So proud of you son for all you do !! We love you and are so proud of you !! Kody Mosso #tdad

[Love](#) [Reply](#) [Hide](#) 1w Edited



💎 Top fan

Dena Withrow

Thank you to the best of the best! Intercity Transit Operators truly are the best ❤️

[Love](#) [Reply](#) [Hide](#) [Send Message](#) 4d



Comments (continued)



Annie Munson

Intercity transit Dial a Lift is the biggest blessing! All of the drivers are capable, caring and very helpful!!

[Love](#) [Reply](#) [Hide](#) 1w



Kelsey Smith

I'm a huge fan... the drivers are patient, kind and helpful. Thank you transit workers!

[Love](#) [Reply](#) [Hide](#) [Send Message](#) 5d



Top fan

Theresa Virgilio

Thank you for going above and beyond everyday for our community. I see you guys helping people get their groceries on and off the bus. Everytime I see that it brings a smile to my face. #TDAD

[Love](#) [Reply](#) [Hide](#) 1w



Comments (continued)



Marilyn Wilson

DAL and all it's wonderful employees are the saving grace of my life. I gave up driving, then my car, had never ridden a city bus, have no friends or family to rely on. But I'm not isolated because Intercity Transit has the best thing for people who can't get out on their own. I love my DAL family. More than just a ride on the bus! Thank you guys!

[Love](#) [Reply](#) [Hide](#) [Send Message](#) 4d



Top fan

Dena Withrow

Many thanks today and everyday to all of the amazing Transit Operators serving our community! You are hero's among us, your work makes a difference to so many people. Thank you for your early mornings and your late nights. Thank you for the sacrifices you have made and the hours you have worked to keep this community connected to the people and places that are important to them! #TDAD

[Love](#) [Reply](#) [Hide](#) 1w



Comments



Peter Doane ...



[Like](#) [Reply](#) [Hide](#) [Send Message](#) 19h

