

AGENDA
INTERCITY TRANSIT AUTHORITY
Wednesday, May 21, 2025
5:30 P.M.
Board Room – 510 Pattison Street SE, Olympia

To observe the meeting remotely [REGISTER HERE TO OBSERVE THE MEETING](#)

Or by telephone - Toll Free: (844) 730-0140 / Phone Conference ID 834 342 054#

To provide Public Comment remotely, contact the Clerk of the Board at (360) 705-5860 or email pmessmer@intercitytransit.com by noon the day of the meeting to indicate your desire to provide public comment. You will be instructed on how to register. During the public comment portion of the agenda your microphone and video will be enabled.

CALL TO ORDER

STAFF INTRODUCTIONS **15 min.**

- A. Beau Fahr, Facilities Supervisor (*Julie DeRuwe*)
- B. Jarod Burke, Facilities Specialist (*Julie DeRuwe*)
- C. Kenny Revel, Lead Inventory Specialist (*Alejandro Soto*)
- D. Jeremy Claussen, DAL Dispatch Specialist (*Kevin Karkowski*)

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

2. PUBLIC HEARINGS **15 min.**

- A. Public Hearing Transportation Improvement Program (*Peter Stackpole*)
- B. Public Hearing Capital Improvement Plan (*Jana Brown*)

3. PUBLIC COMMENT **30 min.**

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

- A. Minutes – April 2, 2025, and April 16, 2025, ITA Meetings.
- B. Payroll April: \$4,191,837.73
 - Warrant Numbers: 42465-42467; 42576-42577 in the amount of \$8,880.66
 - ACH Payment Amount: \$4,182,957.07
- C. Accounts Payable April: \$2,877,374.99
 - Disbursed Warrants: 42407-42464, 42468-42575 & 42578-42626 in the amount of \$2,861,406.66
 - Voided Warrant: 41408
 - ACH Payments: \$15,968.33
- D. Surplus Coach 405 (*Noelle Gordon*)

Coach 405, a 2010 forty-foot Gillig Lowfloor hybrid heavy-duty bus, was recently involved in an accident. Following an assessment provided by WSTIP, Intercity

Transit's insurance provider, the pre-accident fair market of the vehicle was determined to be \$35,080. Given that the estimated repair cost of \$36,926 exceeds this valuation, the vehicle has been deemed a total loss. The vehicle has met useful federal life requirements with approximately 700,000 miles and 15 years of service. The recommended action is to proceed through WSTIP for the sale of the vehicle through its salvage network.

E. Surplus Vanpool Vehicle 2616 *(Noelle Gordon)*

Vanpool 2616, a 2016 12-passenger Chevrolet Express, was recently involved in an accident. Following an assessment by WSTIP, Intercity Transit's insurance provider, the pre-accident fair market value of the vehicle was determined to be \$14,303.09. Given that the estimated repair cost of \$19,066.43 exceeds this valuation, the vehicle has been deemed a total loss. The recommended action is to proceed through WSTIP for the sale of the vehicle via their salvage network.

F. Surplus Operations Vehicle 1300 *(Noelle Gordon)*

Operations Vehicle 1300, a 2019 Ford F150, was recently involved in an accident. Following an assessment by WSTIP, Intercity Transit's insurance provider, the pre-accident fair market value of the vehicle is \$21,120. The estimated repair cost based on the initial evaluation of damage is just above eighty percent of the vehicle's fair market value. Based on the extent of the damage, actual repair costs are expected to meet or exceed the eighty-percent threshold to be considered a total loss. The recommended action is to proceed through WSTIP for the sale of vehicles via their salvage network.

5. NEW BUSINESS

- | | |
|--|---------------|
| A. Vehicle Lifts Purchase <i>(Noelle Gordon)</i> | 5 min. |
| B. Ratification of Collective Bargaining Agreement <i>(Heather Stafford)</i> between the Amalgamated Transit Union, Local 1765, and Intercity Transit | 5 min. |
| C. ERP/EAM System Implementation Contract Authorization <i>(Jeff Peterson)</i> | 5 min. |

6. COMMITTEE REPORTS

- | | |
|--|---------------|
| A. Transportation Policy Board (May 14) <i>(Justin Belk)</i> | 5 min. |
| B. Community Advisory Committee (May 19) <i>(Rachel Wilson)</i> | 5 min. |

7. GENERAL MANAGER'S REPORT **5 min.**

8. AUTHORITY ISSUES **5 min.**

ADJOURNMENT

Intercity Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964. For more information, see our [Non-Discrimination Policy](#).

Board materials are available at <https://www.intercitytransit.com/agency/transit-authority/meetings>. In compliance with the Americans with Disabilities Act, those requiring accommodation for meetings should 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. 2-A
MEETING DATE: May 21, 2025

FOR: Intercity Transit Authority
FROM: Peter Stackpole, Development Director, 360.357.1795
SUBJECT: Public Hearing on the Draft 2026 - 2029 Transit Improvement Plan

1) **The Issue:** Take public testimony on the draft 2026 - 2029 Transportation Improvement Program (TIP) for anticipated federally funded projects identified for programming into the local, regional, and state planning documents prior to proposed ITA adoption on June 4, 2025.

2) **Recommended Action:** Consider public testimony.

3) **Policy Analysis:** Federal regulations require Intercity Transit to offer the opportunity for public participation in the process of programming federal funds used for future capital projects.

4) **Background:** On April 16, 2025, the ITA scheduled a public hearing on the draft 2026 - 2029 Transportation Improvement Program (TIP) for Federal Transit Administration funding. The TIP is consistent with projects that are identified in Intercity Transit's long-range capital and budget planning documents including the **2024 - 2029 Transit Development Plan**, and the **2025 - 2030 Strategic Plan**. Both of these documents are published and available on the agency website. The agency's TIP is the first step in the annual cycle of reviewing and updating Intercity Transit's planning documents and identifying projects that need to be programmed into the state and federally required State Transportation Improvement Program (STIP). Tonight's scheduled public hearing provides an opportunity to receive public input regarding the programming of federally funded projects. Projects in the TIP are included if they are anticipated to receive Federal Funding during the Plan years.

Program elements in the draft 2026 - 2029 TIP include:

- Continuing progress on Bus Stop Enhancements and Accessibility program
- Continuing Youth Education Program(s) that foster skills and provides education on using transit, bicycling, and walking as transportation choices.
- Acquisition of heavy-duty coaches to replace models that are at or beyond their expected useful life.
- Purchase of replacement *Dial-A-Lift* vans to meet the needs of our region's eligible clients.

- Planning, design, and capital improvements to provide High Capacity or corridor service consistent with the adopted Long-Range Plan.
- Planning, design, facility, and site improvements for Alternative Fuel Infrastructure systems.
- Planning, design, and construction of the NE Lacey Operational Support Terminal Facility which is also known as the East Martin Way Gateway Roundabout project.
- Real Time Signage and Core Customer Information Navigation project.
- Smart Corridors Phase 4 project.
- Planning, design, preliminary engineering and construction of a West Olympia Transit facility.
- Planning, design, preliminary engineering and construction of Martin Way Park and Ride Access Improvements.

Projects are identified in the draft TIP for public review, comment, and consideration for ITA adoption on June 4, 2025. 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 be included in the STIP prior to actual funding being available.

2026- 2029 TIP projects total more than \$98 million with more than \$74 million of federal funding.

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

6) **Budget Notes:** The TIP reflects projects and funding targets that may be considered when developing the 2026 through 2029 annual Intercity Transit budgets.

7) **Goal Reference:** The TIP process is consistent with **Goal #1:** *“Assess the transportation needs of our community throughout the Public Transportation Benefit Area.”* **Goal #3:** *“Maintain a safe and secure operating system.”* **Goal #4:** *“Provide responsive transportation options within financial and staffing limitations.”*

8) **References:** Exhibit 1 – Draft 2026 - 2029 TIP
Exhibit 2 – Published TIP News Release
Exhibit 3 – May Rider News article

INTERCITY TRANSIT
Draft 2026 - 2029 Transportation Improvement Program (4/10/2025)

| | IT # | Project | 2026 | 2027 | 2028 | 2029 | TOTAL 2026 - 2029 | Federal | Type | Local | Funding Source |
|-------------------------------|---------|--|--------------|-----------------|----------------|--------------|-------------------|--------------|---|--------------|--|
| 1 | IT 1604 | Bus Stop Facility Improvements | \$1,825,950 | \$260,000 | \$260,000 | \$260,000 | \$2,605,950 | \$2,084,760 | Secured federal Community Project Funding (CPF) | \$521,190 | Secured federal CPF. TRPC Contingency project via Regional competition |
| 2 | IT 1605 | Walk N Roll Youth Education Programs | \$660,498 | \$405,808 | \$1,217,424.00 | \$330,249 | \$2,613,979 | \$2,261,092 | Secured & Anticipated Federal Regional competitive funds (TRPC) | \$352,887 | Secured & Anticipated Federal Regional competitive funds (TRPC) |
| 3 | IT 1701 | Fixed Route Bus Replacements | \$2,003,356 | \$11,226,644.00 | \$9,116,297 | \$9,116,297 | \$31,462,594 | \$25,170,075 | Sec. 5307, 5339 & PSRC Earned Share | \$6,292,519 | Planned & Secured (includes PSRC 5307 and 5339 Earned Share) |
| 4 | IT 1901 | Replacement Dial A Lift vehicles | \$1,916,119 | \$1,827,881 | \$0 | \$0 | \$3,744,000 | \$2,995,200 | Secured Federal Regional competitive funds (TRPC) and Sec 5339 and 5310 | \$748,800 | Anticipated regional federal funds and planned federal formula funds |
| 5 | IT1903 | High Performance Transit-BRT "lite". Corridor Program | \$12,500,000 | \$6,000,000 | \$6,072,000 | \$0 | \$24,572,000 | \$19,657,600 | Unsecured federal funding | \$4,914,400 | Unsecured federal funding |
| 6 | IT2001 | Alternative Fuel Infrastructure (Facility & Site improvements and fueling equipment) | \$5,720,000 | \$200,000 | \$0 | \$0 | \$5,920,000 | \$4,736,000 | Anticipated competitive 5339 federal funds | \$1,184,000 | Anticipated competitive 5339 federal funds |
| 7 | IT 1801 | Pattison Maintenance, Operations & Admin. Facility Expansion & Rehabilitation - Construction | \$5,046,000 | \$0 | \$0 | \$0 | \$5,046,000 | \$0 | Anticipated 2025- 2027 State award | \$1,009,200 | Anticipated State LEAP award for 2025- 2027 biennium |
| 8 | IT 2201 | Northeast Lacey Operational Support Terminal Facility* | \$1,182,066 | \$1,018,116 | \$2,101,908 | \$2,101,908 | \$6,403,998 | \$5,123,198 | Regional Secured Federal Funds and Anticipated 5339 funding. | \$1,280,800 | Regional Secured Federal Funds and Anticipated 5339 funding. |
| 9 | IT 2501 | Real Time Signage and Core Customer Info Navigation | \$1,000,000 | \$1,000,000 | \$1,000,000 | \$1,000,000 | \$4,000,000 | \$3,200,000 | Anticipated CDS/ CPF request | \$800,000 | Anticipated CDS/ CPF request |
| 10 | IT 2502 | Smart Corridors Phase 4 | \$1,139,320 | \$500,000 | \$0 | \$0 | \$1,639,320 | \$1,418,012 | Secured federal funding | \$221,308 | Secured regional federal funds |
| 11 | IT 2601 | West Olympia Transit Facility | \$2,000,000 | \$2,000,000 | \$2,000,000 | \$2,000,000 | \$8,000,000 | \$6,000,000 | Unsecured federal funding | \$2,000,000 | Unsecured competitive federal funding |
| 12 | IT 2602 | Martin Way Park and Ride Access Improvement | \$500,000 | \$1,000,000 | \$1,000,000 | \$0 | \$2,500,000 | \$2,000,000 | Unsecured federal funding | \$500,000 | Unsecured federal funding |
| Total Federal Funded Projects | | | \$35,493,309 | \$25,438,449 | \$22,767,629 | \$14,808,454 | \$98,507,841 | \$74,645,937 | | \$19,825,104 | Secured and Estimated Federal Funding Sources |

Notes

Grant type: Sec. 5307/ 5339 & PSRC 5307/ 5339 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. Federal funding match requirements are typically 80/20. Projects with different matching requirements are noted.

*Puget Sound Regional Council (PSRC) is abbreviated to PSRC.

*This project is also known as the E. Martin Way Gateway Roundabout project.

From: [Jessica Gould](#)
To: [Jessica Gould](#)
Subject: FW: For Immediate Release: Intercity Transit Seeks Public Comment on Annual Transportation Improvement Program
Date: Thursday, May 8, 2025 4:51:51 PM

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Intercity Transit News Release Masthead



For Immediate Release:

April 17, 2025

Intercity Transit Seeks Public Comment on Annual Transportation Improvement Program

Olympia, WA – Intercity Transit invites the public to comment on transit projects identified in the annual update of the Transportation Improvement Program (TIP) for the period 2026-2029. Identifying projects in the local agency TIP is a requirement for the agency to utilize Federal funding.

The public comment period is April 17, 2025, through May 21, 2025, with a public hearing scheduled for May 21, 2025, at 5:30pm.

The public can attend the hearing in person at Intercity Transit's administrative office located at 510 Pattison Street SE in Olympia, by telephone or Teams video conference.

In addition to providing comment at the May 21, 2025, public hearing, the public may also submit comments by 12 p.m. on May 21, 2025 by:

- Mail: P.O. Box 659, Olympia, WA 98507 – TIP Public Hearing
- Email: jgould@intercitytransit.com
- Phone: 360-705-5808

Further details about how to provide comment at the public hearing will be posted on Intercity Transit's website at [intercitytransit.com](https://www.intercitytransit.com). The draft TIP details the agency's complete program of potentially federally funded projects for 2026-2029. It includes projects also programmed through the Thurston Regional Planning Council (TRPC) and the Puget Sound Regional Council (PSRC).

The draft TIP is subject to review by TRPC and PSRC (for projects that include secured or anticipated PSRC Earned Share formula funds), for inclusion in the respective regional TIP (RTIP). Federally funded projects must be included in the State Transportation Improvement Program (STIP) prior to funding being available.

The draft 2026-2029 TIP is available on Intercity Transit's website at intercitytransit.com/sites/default/files/2025-04/draft_2026-2029_TransportationImprovementProgram.pdf or by contacting the Grants Program Manager at 360-705-5808 or jgould@intercitytransit.com.

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For more information: media@intercitytransit.com

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RIDER NEWS

For more information on anything in this publication, contact us at **360-786-1881**, visit intercitytransit.com, or come see us at **Customer Service at the Olympia Transit Center from 7 a.m. to 6 p.m. daily.**

May 2025

Public Comment Invited on Annual Transportation Improvement Program (TIP)



Intercity Transit seeks comments from riders and the community on the proposed 2026-2029 Transportation Improvement Program (TIP), which is a summary of planned projects

that may include and use federal funding during the four-year period.

The public comment period is open now and ends May 21, 2025. A public hearing is scheduled for May 21, 2025, at 5:30 p.m. The public can attend the hearing in person at the administrative office of Intercity Transit, 510 Pattison Street SE in Olympia, by telephone or Teams video conference.

In addition to providing comment at the May 21, 2025, public hearing, the public may also submit their comments by 12 p.m. May 21, 2025, by:

- Mail: P.O. Box 659, Olympia, WA 98507 – TIP Public Hearing
- Email: jgould@intercitytransit.com
- Phone: 360-705-5808

Further details about how to provide comment at the public hearing will be posted on our website at intercitytransit.com.

If you need special accommodation to participate in the public hearing, call 360-705-5808 at least three days prior to the meeting.

[Review a draft copy of the 2025-2028 TIP online.](#)

Written comments must be received by 12 p.m. on

Wednesday, May 21, 2025, to be considered by the Intercity Transit Authority.

Memorial Day Service Reminder



Intercity Transit will operate on a weekend schedule for Memorial Day, Monday, May 26. Customer Service at the Olympia Transit Center will be open from 7 a.m. to 6 p.m.

Please call Customer Service at 360-786-1881 for questions or assistance planning your trip.

Join the 38th Annual Bicycle Community Challenge, May 1-31



Spring is back and it's the perfect time to hop on your bike! Whether you're commuting, running errands or just riding for fun, bicycling is a great way to boost your health, cut down on car trips and enjoy the outdoors.

Intercity Transit's Bicycle Community Challenge (BCC) brings even more excitement to your rides! Join solo or as part of a team to stay motivated, connect with others, and win great prizes along the way. All bicycle riders in Thurston County are eligible, whether for transportation or recreation.

Thurston County residents can create an account, log bike rides and find out more about the BCC and BCC events at bcc.intercitytransit.com.

Log your rides May 1 through May 31 and you'll be entered to win prizes.

Great Olympia Bike Rodeo



Join Intercity Transit's Walk N Roll program on Saturday, June 7 from 10 a.m. to 1 p.m. at Garfield Elementary School for The Great Olympia Bike Rodeo!

This free community event includes bicycle safety checks, a skills course, a miniature street scape to practice traffic safety skills, and free bike helmets for children with a need (while supplies last).

Bike rodeos provide children opportunities to learn and practice bicycle handling skills in a fun, safe and encouraging atmosphere. The event is organized in partnership with Child Care Action Council's Safe Kids Thurston County program, the Olympia Police Department, and Target Zero. Bring your child's bicycle and helmet and come learn, play and celebrate the joy of bicycling!

NaviLens Pilot Aims to Improve Accessibility at Transit Centers



Have you noticed the new brightly colored signs at the Olympia and Lacey Transit Centers? These are part of a pilot program that uses NaviLens technology

to provide wayfinding information to riders who are blind or have low-vision to help them navigate to a bus bay, receive real-time next bus departure information, and get directions to the bus using their smart phone (Android or iOS) and the NaviLens app.

NaviLens uses high-contrast, color-coded QR style codes that can be scanned from up to 60 feet away. Unlike traditional QR codes, NaviLens codes don't need precise alignment or focus, allowing users to receive audio guidance about their surroundings, transit schedules, and other service information. The technology provides information in 34 languages, so it can also help non-English speakers navigate transit.

There are two apps available to help our customers:

- The NaviLens app helps blind and visually impaired users by allowing them to scan codes

without needing to know their exact location. It provides the same information as traditional signage through audio and haptic feedback, helping guide users to their destinations.

- The NaviLens GO app provides sighted users trip planning information, departures and service status information to help navigate the transit centers and the system. More information is available on our website at intercitytransit.com/how-to-ride/navilens.

There is still some work to do behind the scenes to ensure both apps function as expected. We anticipate things being fully operational by the end of the month.

Construction Impacts to Service



The start of spring and summer seasons means construction, parades and community events may impact our regular routing.

The best way to receive information from Intercity Transit about upcoming detours or impacts specific to the route(s) you ride is to sign up to receive alerts via text message or email at intercitytransit.com/subscribe.

You can also find detour information on our website at intercitytransit.com/rider-alerts.

Rider Tip: Never Walk in Front of the Bus



When it comes to pedestrian safety, one simple rule can make a big difference: never cross in front of a bus. Bus drivers sit high above the road and may not see someone

walking directly in front of the vehicle, especially if that person is in their blind spot. Another often overlooked danger is the possibility of being hit by a passing vehicle in the next lane. The safest choice is to always wait until the bus has come to a complete stop and use a designated crosswalk when available. Staying alert around buses protects not just you, but everyone on the road.

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.

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 2-B
MEETING DATE: May 21, 2025

FOR: Intercity Transit Authority
FROM: Jana Brown, Chief Financial Officer, 360-705-5816
SUBJECT: Public Hearing - Draft Capital Improvement Plan 2026-2030

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- 1) **The Issue:** Conduct a public hearing on the Draft Capital Improvement Plan 2026-2030.
-
- 2) **Recommended Action:** Receive and consider public comments regarding the proposed Capital Improvement Plan 2026-2030.
-
- 3) **Policy Analysis:** It is the policy of the Intercity Transit Authority to provide an opportunity for public comment and consideration prior to adoption of any official plan for the agency.
-
- 4) **Background:** Intercity Transit has always maintained plans for implementing capital projects. These plans have been utilized in our Transportation Improvement Program (TIP), Transportation Development Plan (TDP) and Intercity Transit's annual budgeting process. This Capital Improvement Plan (CIP) is a planning tool to further articulate these plans and bring them all together to coordinate with the operating budget. The CIP is updated every year for inclusion in the TIP, TDP and in the annual budget.

The CIP must be fiscally constrained and maintain the purpose of keeping all assets in a state of good repair to protect Intercity Transit's capital investments and minimize future maintenance and replacement costs.

This plan reflects a 69.8 million capital budget for 2026 and a total of 138.2 million over the next 5 years. Projects range from replacing aging vehicles, implementing new technology, passenger station restorations and the continued remodel of the Maintenance Building.

Along with detailing the proposed projects along with their costs, this plan also provides the funding resource planning to accomplish these goals. 2026 reflects the awarded 53% funding coverage with state and federal grants and 47% coverage with local funds. The remaining years are estimates based on historical and known funding objectives.

-
- 5) **Alternatives:**
- A) Receive comments on the proposed Capital Improvement Plan (CIP). Accept the draft CIP as presented and formally adopt the Capital Improvement Plan 2026-2030 at the June 4, 2025, Authority meeting.
 - B) Direct staff to revise the proposed Capital Improvement Plan (CIP) based on public comments and adopt the CIP, as revised at the June 4, 2025, Authority meeting.
-
- 6) **Budget Notes:** N/A.
-
- 7) **Goal Reference:** The annual CIP budget impacts all agency goals.
-
- 8) **References:** [DRAFT 2026-2030 Capital Improvement Plan \(Intercitytransit.com\)](#)
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Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
April 2, 2025

CALL TO ORDER

Chair Cox called the April 2, 2025, meeting of the Intercity Transit Authority to order at 5:33 p.m. This was a hybrid meeting held at the Pattison Street facility.

Members Present: Chair and City of Lacey Councilmember Carolyn Cox; Vice Chair and Community Representative Sue Pierce; City of Tumwater Councilmember Kelly Von Holtz; Community Representative Justin Belk; Labor Representative, Mark Neuville; Community Representative Wendy Goodwin; City of Olympia Councilmember Robert Vanderpool; City of Yelm Councilmember Brian Hess.

Members Excused: Thurston County Commissioner Carolina Mejia.

Staff Present: Emily Bergkamp; Pat Messmer; Amanda Collins; Brian Nagel; Dena Withrow; Heather Stafford; Jana Brown; Jonathon Yee; Katie Cunningham; Matt Kenney; Michael Maverick; Peter Stackpole; Ramon Beltran; Nicole Jones; Thera Black; Alana Neal; Jane Denicola; Jesse Eckstrom; Duncan Green; Alejandro Soto; Amy Zurfluh.

Others Present: Jeff Myers, Legal Counsel; Margaret Janis, Community Advisory Committee; David Foster, Foster Government Relations; and Joanna Grist, Grist Public Affairs.

STAFF INTRODUCTION

A. Katie Cunningham introduced **Alejandro Soto, Inventory Supervisor.**

APPROVAL OF AGENDA

It was M/S/A by Von Holtz and Goodwin to approve the agenda as presented.

To balance the needs of the public comment process and the business portion of Authority board meetings, there was an initial 30-minute public comment period after board agenda approval, and a secondary public comment period after the business portion of the meeting to accommodate any commenters not heard in the first round. Pre-registered on-line attendees were heard first followed by in-person attendees who signed up for public comment.

PUBLIC COMMENT SEGMENT #1 Commenced at 5:46 p.m.

Members of Amalgamated Transit Union Local 1765 and the general public (in person and remotely) gave public comment regarding wages and benefits being considered in Intercity Transit's current contract negotiations with ATU Local 1765. ATU is the labor

union representing Operators, Customer Service Representatives and Dial-A-Lift Dispatch Specialists.

NEW BUSINESS

- A. State Legislative Review and Update.** Bergkamp said Intercity Transit has contracted with Foster Government Relations and Grist Public Affairs, LLC since 2016. David Foster and Joanna Grist are our primary state advocates who will discuss the current issues facing the Washington State Legislature and the Governor's Office and how they relate to Intercity Transit.

Bergkamp introduced Joanna Grist from Grist Public Affairs. Grist said it's day 80 of the 105-day Legislative Session which should end April 27 if they don't go into special session. The Democrats are in control in the House, the Senate and the Governor's office. The Democrats have 59 votes and the Republicans 39 in the House and the split in the Senate is 30 to 19. Grist said they started reaching out to new members Jessica Bateman, who moved to the Senate, and Beth Doglio has been around for a while and she was on the House Transportation Committee but just moved to Appropriations, and new member in the 22nd District is Lisa Parshley who is looking forward to a tour of the Pattison facility. Grist said they had a good meeting with Matt Marshall, who is a new member in the 2nd District, and the Senator in that district is Jim McCune, and the other House member is Representative Andrew Barkis, who happens to be the ranking member on the House Transportation Committee, with 27 members. Grist hasn't had the chance to meet with the 35th District. Dan Griffey is a Transportation House member, and Travis Couture is a House member who's been rising in leadership very quickly, and Senator Drew MacEwan. Both MacEwan and Griffey have been supportive in the past, as well as all the members that they've worked with, and it's been great to have good bipartisan support for Intercity Transit.

Grist said during this session they've met with Transportation Chairs, Jake Fey in the House and Marko Lias in the Senate, both great champions for transit, and Senator Curtis King is the ranking member from Yakima, and he's always been a supporter of Intercity Transit. Grist said they'll conduct more tours and get to know these individuals better.

Grist said during this session they're focusing on the capital, operating and transportation budgets. She said there's a major deficit primarily in the operating budget, where there's a \$12 to \$15 billion deficit. The legislature is looking at new taxes. The Governor has expressed concerns about doing a wealth tax, but the House and Senate budgets do depend on that tax and have a lot of work ahead of them to figure out how to balance the budget, which is a constitutional requirement, unlike the state federal government, they do need to pass a balanced budget by the end of the session. They also want to remove the 1%

Intercity Transit Authority Regular Meeting

April 2, 2025

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property tax cap so that it can go up to 3%. They want to create a payroll tax for high earners. They're looking at B&O tax on some very large businesses and the Senate budget includes a sales tax decrease, which would be great. The budgets have all been released in the six budgets, House and Senate, proposed capital transportation and operating budgets have been released in all three chambers. They're working their ways through committee, and then the House budget passed to the House floor, and the Senate budget passes on the Senate floor, and they meet in conference for the next few weeks to hammer out the details.

Grist introduced David Foster from Foster Government Relations. Foster spoke about the transportation budget. Like the operating budget, it is facing difficulties in large part due to the increased costs related to almost all projects and especially some of the mega projects on the roadside of things. There's been large increases over the past couple years and a lot of projects are underfunded and the legislature's trying to figure out how to fund those projects, including pushing out a number that have been put forward as related to previous revenue packages, trying to push those out a ways and complete those that are either under construction or under contract. There are revenue proposals that are out from the House and the Senate, and they both propose an increase in the gas tax, on the House side, it's \$0.09, on the Senate side it's \$0.06. They both propose sales tax on luxury vehicles and the Senate has in their budget proposal and revenue proposal a .3% sales tax transfer from the operating budget to the transportation budget. The Senate side includes vehicle registration fees for transit as well as tolling transit. But that's primarily in the King County area. The budgets were released last week and passed. The House budget initially made significant cuts that have actually zeroed out some of the different grants that transit has been relying upon, including regional mobility grants, as well as rideshare and vanpool grants. In the committee process they restored some of the regional mobility grants, roughly about \$35 million worth. They also restored most of the rideshare and vanpool grants, although it's about \$5 million short of where they had been. Commute trip reduction had been cut in half and was replaced in the House committee. They did retain the special needs funding rural mobility grants and others. On the Senate side good news is on the transit side of things, all of the grants were maintained in what's called the Book One budget. That's the one without revenue and Book Two budget is the one with assumed revenue. They also created a safety grant program for up to \$100 million, for safety and security enhancements related to transit.

Intercity Transit grants that are currently in place or proposed for funding are still in place. The House and Senate maintain the funding for the maintenance facility, that's \$5M in the upcoming biennium that starts on July 1, and in the Senate new revenue budget, they include funding and support for Route 14. If there is new funding, hopefully there will be a discussion related to support for this Intercity Transit effort.

Foster discussed two pieces of legislation that do not have a direct effect on Intercity Transit. One is House Bill 1418 that would add or allow the addition of community members to transit boards. Intercity Transit is exempt because of the Community members who already sit on the board. That bill is in the Senate Transportation Committee and will be voted on April 4. Another bill that doesn't have a direct effect on Intercity Transit but is of interest to transit in general is House Bill 1980 that allows counties over 2,000,000, like King County, to authorize a fee for use of transit-only lanes for private transportation employer services. For example, a large employer who operates their own bus transit system would be able to use the transit-only lanes if worked out with the local government. That's not yet scheduled for a vote in the Senate Transportation Committee.

Grist and Foster answered questions.

Vanderpool asked what the sense of priority is right now when it comes to the transportation budget for the state. Foster said there's still a push and pull when it comes to the budget between highways and non-road funding and we continue to see additional efforts made to try to increase the non-road side of things but again recognizing we still need to make sure that the roads we have today and the roads that are being expanded for a variety of different reasons are completed.

Vanderpool asked if there is any indication in the future of finding ways for transit authorities to obtain more progressive tax. Foster said there's an ongoing conversation among the majority party trying to find a more progressive tax system. Change is sometimes difficult, and we continue to be saddled or limited to the long-time funding sources at the local levels - all local governments that have existed for quite some time, and that's primarily sales tax for cities and counties that include property tax and for cities B&O taxes. Sales tax is not the only, but by far the biggest as it relates to transit funding.

B. Winter Bicycle Challenge & BCC May Event Update. Duncan Green presented the results of the Winter Bicycle Community Challenge held in February and shared the preparations for the Earth Day Market Ride later this month, plus the flagship event, the Bicycle Community Challenge in May.

Green said participation in the Winter bicycle Challenge was pretty good this year, in spite of gnarly February weather. He said 270 people logged rides on our BCC website and racked up nearly 19,000 miles, and 40 riders won fun and useful bike related prizes in random drawings during the month and collectively we logged rides on 1,787 days during the month of February, saving car trips with a resulting climate impact. Some combined travel modes and biked part way and took the bus, others joined group rides or formed clubs to engage socially while being active outside.

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The Winter Bicycle Challenge was born out of popular demand over 10 years ago and has only grown in popularity since then. We have a dedicated core of year-round bicyclists in Thurston County and we're here to celebrate and encourage them. Next is the Earth Day Market Ride on Saturday, April 19. Folks can bike with a group to Heritage Park Fountain in downtown Olympia, where we'll have treats and coffee and a prize drawing and group photo, and then we'll all bike together over to the Olympia Farmer's market to enjoy Earth Day celebrations with live music, food and all the market has to offer. Green said there will be a free \$1 market token for each rider who shows up at the fountain on the way over to the market.

The month of May is National Bike Month, and it's the 38th Annual Bicycle Community Challenge. Participants can log rides at www.bcc.intercitytransit.com for a chance to win one of many prizes. For extra fun and team spirit, people can join Intercity Transit's Team CRANK IT. For more details go to the BCC website or reach out to dgreen@intercitytransit.com.

Green said our observation of Bike-to-Work day is Thursday, May 15 with bike refresher stations in several locations around town to stop by during the morning commute for coffee, treats, bike info and swag. Some stations will have a mechanic on hand with a few tools in case a bike needs emergency repair.

Green answered questions. Belk said he appreciates these updates and asked if we measure the utilization of the front bike rack on coaches, and if we do what does that look like during these challenge months? He's curious how often someone has to skip a bus just to have room on a bus rack. Green said he doesn't measure the use of the bike racks. Green said it's likely use does increase during the spring because more people are on their bikes.

Bergkamp said Jonathon Yee said we do have some way to track when we deploy lifts, but not a way to track the bike rack usage. Neuville said occasionally, especially the last runs of the evening, riders are allowed to put a bike on the bus as long as no mobility device needs the space. He said Operators do their best to make accommodations. He said looking to the future, Seattle is setting a precursor, and we'll see a huge increase in the amount of bikes, especially electric bikes and that's a big unknown for how the new route integrates with local communities. Neuville may talk with Yee about installing hydraulic bike racks.

Goodwin asked if any type of promotion gets displayed on the buses before this event takes place? She hasn't seen anything on the bus that promotes this event. Green said he's not sure what opportunities there are on the bus, since we don't do bus boards. He hasn't been doing anything to promote the BCC on the buses other than an article in the Rider News and those are available on the buses.

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Bergkamp said there is some internal room for signage that's reserved for messages like the use of family friendly language and the volume of phone conversations. She said staff can check with Marketing about creating internal signage that could be seasonal.

Cox asked what prizes are available this year. Green said one of our big sponsors is Portland Design Works, which is a regional bicycle accessory purveyor with lots of different kinds of lights. There are water bottle carriers and bells. We get prizes from Ortlieb who is a maker of waterproof bike bags, and he hopes to get a bike from Ralph's Thriftway again this year. Green said he also gets coffee mugs with the BCC logo on them and there's a plethora of really fun items bike related.

PUBLIC COMMENT SEGMENT #2 Commenced at 6:34 p.m.

More members of Amalgamated Transit Union Local 1765 and the general public gave public comments regarding wages and benefits being considered in Intercity Transit's current contract negotiations with ATU Local 1765.

GENERAL MANAGER'S REPORT

Planning Deputy Director, Rob LaFontaine presented to the Yelm City Council this week providing a general agency update and conceptual overview of our bus system redesign tentatively scheduled to launch in May 2026. LaFontaine took members for a walk down memory lane of IT's 2016 public engagement campaign known as the Road Trip which identified our community's desire to have more service in the form of a transformational transit system, then Proposition 1 being approved in late 2018 to fund the elements of the transformation, the decision process of going zero-fare January 2020, the barriers COVID created preventing completion of the transformation, how we've fought our way back to pre-pandemic service and ridership levels, and are now back on track to resume a redesign to usher in the remaining element promised with the additional funding of Proposition 1. The presentations were well received with a steady flow of good questions.

Last weekend our amazing Maintenance team, Jonathan Reynolds, Sean Malay, and Richelle Loken participated in the Pierce Transit Maintenance Rodeo, taking the 1st place title with them! They not only scored the highest overall but by over 300 points, a remarkable accomplishment! Their hard work and ability to work together sets them apart from other Maintenance teams.

Bergkamp also thanked Joe Bell, who inspires the team and is by their side at all competitions; Bill and Shanaka Miller, and David and Lillian Dudek volunteered their time to assist in facilitating the flow of the competition; and Bryce and Annie Reinhardt judged the Bus Inspection.

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Intercity Transit is the reigning International Roadeo Grand Champion, meaning we have a title to defend! Operator Clinton Jimenez and Maintenance Team Richelle Loken, Sean Malay, and Jonathon Reynolds will compete at the American Public Transportation Association's International Roadeo April 4-8, in Austin, Texas. The Roadeo runs concurrently with APTA's Mobility Conference April 6-9. The conference addresses the critical priorities and challenges facing bus and paratransit systems and explores the changing environments in which these systems operate. As a result, several staff members will attend both the Roadeo and the conference and will be on hand to cheer our competitors on!

The Vanpool team met the goal to get all available vans on the road! We issued our last available van to a new group on March 13, which means future new groups wishing to start will be placed on a waitlist. New groups on the waitlist will complete all the onboarding steps and receive vans as they become available. Kudos to Kyle McPherson for his marketing and outreach efforts that helped make this happen, along with several new employer partners developed during the pandemic. We look forward to the road ahead and working toward our goal of increasing ridership in the remainder of the year.

Washington State Transit Insurance Pool (WSTIP) recognizes the long-term dedication and commitment to safety by awarding their annual Safety Star awards. Awards are made in three categories: Small-size agency, Medium-size agency, and Large-size agency. **This year's Large-size agency winner is Intercity Transit!** Members with the best ratio of actual auto liability losses (uncapped) relative to the Pool as a percentage of miles travelled are awarded the Safety Star Award. The 2024 award is based on the claim data/activity for the period 2019 – 2023. **Congratulations!! This is a testament to the hard work by everyone in the organization.**

Bergkamp read a compliment from EDC Executive Director, Michael Cade. Cade wrote, "Today I wanted to reach out with a note of thanks and appreciation to you and Intercity Transit. I was driving back to the office this afternoon from a series of fairly turbulent meetings and coming towards me was one of your buses. I noticed that the reader-board-sign on the front on top said, "Spread Kindness." It truly put a smile on my face. It made me so proud to live and work in a community in which the public transit system is a beacon of goodness and a spreader of the message of kindness. It truly was wonderful to see and made the difference in the rest of the day for me – and I am sure it will extend into the weekend as well and beyond. I don't know who makes the decisions for the reader board messages, but they are truly a wonderful person doing wonderful things."

The Community Transportation Association of the Northwest (CTANW) annual awards have expanded this year, and Bergkamp is very excited to announce that voting has commenced and three of our staff members, as well as our agency are nominated! There are 11 categories to vote on, however, Bergkamp is particularly focused on the following:

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- Morgan Hagquist is nominated for the Frances Rankos Excellence in Travel Training award.
- Intercity Transit is nominated for Urban Transit of the Year.
- Rick Smart is nominated for Driver of the Year.
- Tom Pulling is nominated for Dispatcher/Scheduler of the Year.

The winners will be announced at the Awards Banquet on Monday, May 19 in Bremerton, Washington. This information will be forwarded to the Board members so they can cast their vote, or you can click this link: <https://www.ctanw.org/2025-ctanw-awards>

AUTHORITY ISSUES

Goodwin said the City of Lacey discussed implementing and recognizing the creation for the Metropolitan Parks District. It was approved and will go on the ballot in August. There was a lot of community support for a cost gap being funded through our taxes and Goodwin thinks having so many resources here that we can count on because of the taxes that we pay speaks volumes of the people and the amount of years of doing that work. Our green spaces are very precious and she loved hearing everybody talk about that and the City Council supporting it.

Von Holtz said for Tumwater, ballots are being mailed to people's mailboxes for the Transportation Benefits District. It's not an increase in tax but is a continuation that allows Tumwater to fund the maintenance of roads.

Pierce reminded everyone about the upcoming South Sound Regional Roadeo held in July at the Tumwater Brewery grounds. July 12 is practice day, and the 13th is the competition. She encourages everyone to come out and witness the skills and amazing things the bus drivers can do with the buses. From there, winners will go on to the state competition in August.

Vanderpool said the City of Olympia had a Community Block Grant they do every year. A lot of their neighborhood associations fill out the applications and their Community Block Grant committee goes through the grants and determines which to approve. They are small grants, about \$36,000. Some of the applications included planter boxes for neighborhoods, block parties that you hear about every year, and neighborhood center improvements. Vanderpool said there were a couple of other grants of interest - applications that involved easements for walking and cycling, connection easements that are between property lines where there is no street but instead where there is a cul-de-sac and another street or cul-de-sac on the other side. It's a suburban area where there is not really a grid, but the neighborhood would like to get some funding to create a path for walking or cycling so they don't to go all the way around a road to get in and out. He said there were so many projects that for the first time ever, Olympia is \$6,500 over in requests and they have to narrow it down.

ADJOURNMENT

With no further business to come before the Authority, Chair Cox adjourned the meeting at 7:01 p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

Carolyn Cox, Chair

Pat Messmer
Clerk to the Authority

Date Approved: May 21, 2025

Prepared by Pat Messmer, Clerk of the Board/Executive Assistant, Intercity Transit.

DRAFT

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
April 16, 2025

CALL TO ORDER

Chair Cox called the April 16, 2025, meeting of the Intercity Transit Authority to order at 5:31 p.m. This was a hybrid meeting held at the Pattison Street facility.

Members Present: Chair and City of Lacey Councilmember Carolyn Cox; Vice Chair and Community Representative Sue Pierce; City of Tumwater Councilmember Kelly Von Holtz; City of Olympia Councilmember Robert Vanderpool; Community Representative Wendy Goodwin; Community Representative Justin Belk; Labor Representative, Mark Neuville.

Members Excused: City of Yelm Councilmember Brian Hess; Thurston County Commissioner Carolina Mejia.

Staff Present: Emily Bergkamp; Pat Messmer; Amanda Collins; Brian Nagel; Dena Withrow; Heather Stafford; Jana Brown; Jason Agüero; Jessica Gould; Jonathon Yee; Katie Cunningham; Matt Kenney; Noelle Gordon; Peter Stackpole; Ramon Beltran; Jesse Eckstrom; Nicole Jones; Amy Meierhoff; Jane Denicola; Jonathan Martin; Kevin Karkoski; Brenden Houx; Amy Zurfluh; Michael Midstokke; Thera Black; David Chaffee; Alana Neal.

Others Present: Jeff Myers, Legal Counsel; Michael Gray, Community Advisory Committee; Taylor Rome, Thurston County.

STAFF INTRODUCTION

Fixed-Route Manager, Michael Midstokke, introduced new Operator Class 25-01.

APPROVAL OF AGENDA

It was M/S/A by Von Holtz and Vanderpool to approve the agenda as presented.

PUBLIC COMMENT

Bert George of the Amalgamated Transit Union Local 1765 gave public comment on behalf of several individuals regarding the wages and benefits being considered in Intercity Transit's current contract negotiations with ATU. He said a final contract is being considered and shared several contract items that were agreed upon. He hopes the ATU and ITA accept the contract.

APPROVAL CONSENT AGENDA

It was M/S/A by Von Holtz and Goodwin to approve the consent agenda as presented.

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- A. **Minutes** – March 5, 2025, and March 19, 2025, ITA Meetings.
- B. **Payroll March: \$3,605,126.93**
 - Warrant Numbers: 42211-42215; 42326-42350 in the amount of \$31,270.37
 - ACH Payment Amount: \$3,573,856.56
- C. **Accounts Payable March: \$3,235,969.93**
 - Disbursed Warrants: 42099-42210, 42216-42325 & 42351-42406 in the amount of \$3,219,702.53
 - Voided Warrants and ACH: 41846
 - ACH Payments: \$16,267.30

NEW BUSINESS

- A. **Schedule Public Hearing for 2026-2029 TIP.** Grants Program Manager, Jessica Gould, said the draft 2026-2029 TIP is consistent with projects that are identified in Intercity Transit's long-range capital and budget planning documents including the *2024- 2029 Transit Development Plan*, and the *2025-2030 Strategic Plan*. Both of these documents are published and available on the agency website. The agency's TIP is the first step in the annual cycle of reviewing and updating IT's planning documents and identifying projects that need to be programmed into the state and federally required State Transportation Improvement Program (STIP). Additionally, this process provides an opportunity to encourage public input and participation in the programming of federally funded projects. Program elements in the draft 2026-2029 TIP include:

- Preventive maintenance of vehicles in IT's fleet.
- Purchase of replacement vanpool vans.
- Continuing progress on Bus Stop Enhancements and Accessibility program
- Continuing Youth Education Program(s) that foster skills and provides education on using transit, bicycling, and walking as transportation choices.
- Acquisition of heavy-duty coaches to replace models that are at or beyond their expected useful life.
- Purchase of replacement *Dial-A-Lift* vans to meet the needs of our region's eligible clients.
- Planning, design, and capital improvements to provide High Capacity or corridor service consistent with the adopted Long-Range Plan.
- Planning, design, facility, and site improvements for Alternative Fuel Infrastructure systems.

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- Planning, design, and construction of the NE Lacey Operational Support Terminal Facility which is also known as the East Martin Way Gateway Roundabout project.
- Real Time Signage and Core Customer Information Navigation project.
- Smart Corridors Phase 4 project.
- Planning, design, preliminary engineering and construction of a West Olympia Transit facility.

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

- **April 16, 2025** – Brief ITA on proposed schedule and request Public Hearing Date.
- **April 17, 2025 – May 21, 2025** –Draft TIP is published & Public Comment period is open.
- **May 21, 2025** – Public Hearing on Draft TIP.
- **June 4, 2025** – Consideration of 2026-2029 TIP for adoption by the Authority.
- **June 5, 2025** – Submit Approved TIP to MPO and State. Update Projects in STIP.

Projects are identified in the draft TIP for public review, comment, and consideration for ITA adoption on May 21, 2025. 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 IT 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 reviewed with the ITA at the April 16th regular meeting and available for the public following the adoption of the schedule.

It was M/S/A by Von Holtz and Belk to schedule a public hearing for May 21, 2025, at 5:30 p.m. to receive public comment on the draft Intercity Transit 2026-2029 TIP.

- B. Dial-A-Lift Replacement Vehicles.** Senior Procurement and Project Management Coordinator, Brenden Houx presented the purchase of thirteen Turtle Top Tierra Transit replacement buses for the Dial-A-Lift fleet. In order to continue to provide our community with safe and reliable transit services, Intercity Transit plans to replace thirteen (13) of our Dial-a-Lift (DAL) vehicles. Twelve (12) of the vehicles have met or exceeded their Federal Transit Administration (FTA) life expectancy. One (1) of the DALs is replacing 24226 which was declared a total loss by our insurance due to an accident in 2024.

This request includes the purchase of 13 Turtle Top Tierra Transit buses through DES Contract 06719, for a purchase price of \$292,000 per vehicle, or a total of \$3,796,000 for the thirteen (13) DALs.

DES competitively bid Contract 06719, awarding the lowest responsive and responsible bidders by vehicle category, and Northwest Bus Sales was selected for this purchase as a chosen vendor of the light/medium bus category. As a member of the Washington State Purchasing Cooperative, Intercity Transit is eligible to purchase from the DES contract. Staff agree with DES's assessment regarding Northwest Bus Sales ability to perform, and that the contract pricing is fair and reasonable. Northwest Bus Sales has extensive experience in the bus industry, and staff are confident that these vehicles will be mechanically sound and will serve our staff and customers well for many years to come.

It was M/S/A by Belk and Von Holtz to Authorize the General Manager, pursuant to Washington State Contract 06719, to purchase thirteen (13) Turtle Top Tierra Transit replacement buses, from Northwest Bus Sales Inc. in the amount of \$3,796,000.

- C. Capital Improvement Plan Draft Review & Schedule Public Hearing.** CFO, Jana Brown presented the Draft Intercity Transit Capital Improvement Plan (CIP) 2026-2030. Brown explained the CIP is a five-year framework for the capital investment needs and it's updated annually. Staff focuses on the first upcoming year 2026 and then look four years out, and this helps provide information for forecasting and it's the foundation creating the TIP. The CIP goes to support the Transit Development Plan, and staff collaborate with the Strategic Planning process to create our wish list. It helps anticipate needs rather than reacting to problems. Staff look at what is actually going on into the future. The CIP provides cash flow forecasting over several years and it positions the agency for grant opportunities. The CIP provides the ability to evaluate competing demands, and if we get to a point where we have to make decisions, it gives a big picture in order for it to be strategic in decisions that are made, and it informs the public of our future investment infrastructure.

Brown reviewed the capital improvement projects provided for 2026 to 2030. For the first year 2026 we have \$69.8M and it carries through the following years for a total of \$138M. Funding for the first year is \$26.8M coming out of our reserves and the rest of it is federally or state funded. These are grants that we know we have, or we anticipate receiving. Our federal grants are in jeopardy and state grants are non-Climate Act funds that could potentially be clawed back.

Brown said we're budgeting according to what we know is true, and overall for the five years we're sitting anywhere between 50% and 60% grant funding for our projects. If we lose that funding, the CIP plan is really important in order to look at the big picture and be able to assess what our priorities are and do that strategic

planning. The draft CIP is available on the website. Staff will spend the next seven weeks preparing for the final CIP, slated for adoption at the June 4 Authority meeting.

It was M/S/A by Von Holtz and Goodwin to schedule a public hearing for the Draft Capital Improvement Plan 2026-2030 for 5:30 p.m., Wednesday, May 21, 2025. Final adoption is proposed for June 4, 2025.

- D. Adopt Revised Drug & Alcohol Testing Policy HR-3511.** Senior HR Analyst/Drug and Alcohol Program Manager, Amy Meierhoff presented Resolution 01-2025 amending the revised Drug and Alcohol Testing Policy HR-3511.

In November 2024, Intercity Transit's Drug and Alcohol Testing Program and Policy was randomly selected by the Federal Transit Administration's Drug and Alcohol Program Compliance Program to undergo a compliance audit. The Auditors provided findings with directions on compliance corrections and deadlines. In order to comply with the Federal Transit Administration (FTA) rules, we revised and amended our policy accordingly. The auditors recommended we use FTA's Drug and Alcohol policy builder in order to shorten our policy and make it less confusing for employees.

It was M/S/A by Von Holtz and Belk to adopt Resolution 01-2025, amending Intercity Transit's Drug and Alcohol Policy PO-HR-3511.

- E. New Work Truck Purchase.** Procurement and Project Management Coordinator, Noelle Gordon presented the purchase of two Ford F350 work trucks. Intercity Transit seeks to purchase two (2) new Ford F350 work trucks, from Bud Clary Ford under Washington State Department of Enterprise Services (DES) Contract 28423. These vehicles will replace two (2) Facilities trucks which have each met their useful life. Intercity Transit expects these two (2) new trucks will be substantially similar to and complement the work trucks currently in use.

As a member of the Washington State Purchasing Cooperative, Intercity Transit is eligible to purchase from DES Contract 28423, which was competitively awarded to Bud Clary Ford for this vehicle class. Staff concur with DES's assessment regarding fair and reasonable pricing and Bud Clary Ford's ability to perform. Based on our experience with Bud Clary Ford and Ford work trucks, staff are confident these vehicles are mechanically sound and will serve our agency and staff well.

It was M/S/A by Goodwin and Von Holtz to authorize the General Manager, pursuant to Washington State Contract 28423, to purchase two (2) Ford work trucks from Bud Clary Ford in the amount of \$132,207 including sales tax.

COMMITTEE REPORTS

- A. Thurston Regional Planning Council (Apr. 4)** Vanderpool said Pacific Mountain Workforce Development Council provided an update on PACMTN. The full presentation can be found here: [PacMtn 1/23 Board Presentation: OBH](#)

Staff requested the Council release the draft update to the Regional Transportation Plan for public review and comment. The Council took action to release the plan provided and the Transportation Policy Board (TPB) recommends releasing the draft at their April 9, 2025, meeting. The public comment period will extend from April 11 to May 9. There was public comment about a project in Olympia that some people have concerns about and that is the Log Cabin Road project that's been on the books for a long time.

Staff shared an overview of the legislative transportation budget proposals and projects they are tracking for the region. The full presentation can be found here: [A8 Legislative-update](#). Vanderpool said it's a lot of wait and see, and nothing so far has been cancelled.

The Council received a presentation on the Thurston Regional Planning Council's Regional Commute Trip Reduction Plan including highlighted projects from each affected jurisdiction that will benefit regional commuters. It's an update on what processes and projects we're working on to help reduce our impact. The four-year plan update can be found here: [TRPC-CTR-MPO-Plan-for-WSDOT-Review](#)

The last update which Vanderpool felt had the most physical impact in the community was about the Martin Way crossing strategy. There are 10 crossings that are being identified. The public are invited to an open house on Wednesday, April 30 from 5:30 to 7:30 p.m. at Intercity Transit to give public comment.

- B. Transportation Policy Board (Apr. 9).** Belk said there were a lot of the same presentations as at the TRPC, including the Martin Way Crossing Strategy presentation. They had a presentation regarding the Unified Planning Work Program. That's a roll up of all the planning efforts and programs and projects as it relates to federal funding. It is also tracking unfunded needs as well and Belk said we're probably listing those out more deliberately than we ever have just to get them out there for awareness sake, that way we can seek funding opportunities.

Belk said the two action items were related to the Regional Transportation Improvement Program and Jessica Gould provided a great explanation of IT's TIP, and that rolls up into the regional TIP. The amendment to RTIP this time was a maintenance project of the trail. During the last call for projects the subcommittee reviewed the scoring and proposed selection of those projects regionally, to be funded and a big conversation during that time was we all recognize the Regional Trails network is an asset that needs to be maintained. We set aside a good portion

of money in the appropriate funding categories deliberately for maintenance of existing trails so that Thurston County and other big players in the trails network would be able to tap into. Something that's hard to get is maintenance and operations dollars. The amendment to the RTIP was the Chehalis Western Trail maintenance phase one.

The other action item was to release a draft for public review of the Regional Transportation Plan. It's worth mentioning that we had a good amount of discussion regarding how to get this out to the public for review but also get it in a condition where it would be accepted by the administration. The language in the document to meet the federal directives at the moment regarding things like DEI and no matter how the language is being used or perceived to be used right now, a lot of projects and documents are getting kicked back if they're not following the federal guidance regarding those types of words and terminology. Belk said the TPB had a really good discussion about how regardless of what's put into this plan and it being scrutinized by the administration, the projects have merit with or without all of the considerations and values that we hold as a community, and regardless of the words we use we're going to put forth those same projects and these same plans. There is a pivot that TRPC staff is going to do regarding getting the document that will exist for many years to come in a place where it will be accepted by the administration, and that's in the best interest of all of the constituents and the tax money that is available. TRPC staff are setting this document in closer compliance with the guidance from Federal Highway and FTA.

A. GENERAL MANAGER'S REPORT

This year's 2025 American Public Transportation Association's International Bus Rodeo was held in Austin, Texas April 4-8. A Bus Rodeo is a celebration of the expertise, training, and dedication of frontline transit workers. Participants navigated obstacle courses, performed simulated driving scenarios, and showcased their ability to conduct thorough vehicle inspections, diagnose mechanical issues, and complete maintenance tasks efficiently and safely. Awards are given in each practice area, and there is an overall grand prize for the transit system with the highest combined score for the bus operator and bus maintenance team.

In his first international showing, Operator Clinton Jimenez finished 28th out of a total of 75 Operators, which was no easy feat considering the tough competition. Our Maintenance Team with Richelle Loken, Jonathan Reynolds, and Sean Malay took 5th place overall out of 44 maintenance teams in the Maintenance Competition, matching their finish from last year. With their efforts combined, Clinton, Richelle, Jonathan, and Sean firmly placed Intercity Transit 9th out of the 38 agencies that had both an Operator and Maintenance Team competing. While the Grand Champion title eluded us this year, this group of fierce warriors gave it their all to represent our agency against some of the best Maintenance Teams and Operators in North

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America. Please give these folks some love when you see them for putting themselves out there to compete on the International Bus Rodeo Stage!

We also celebrate all our staff who volunteered at and coordinated the 2025 International Bus Rodeo, including Service Interruptions Supervisor, David Dudek, Operations Supervisor, Bill Miller, and his wife Shanaka. Special recognition should be given to the coaches of our amazing team. Operations Supervisor and former two-time 1st Place winner in the Operator competition, Rob Wood was Clinton's coach. The Maintenance Team has a fantastic coaching duo with Advanced Technology and Training Coordinator Bryce Reinhardt, and Maintenance Supervisor Joe Bell. This year conditions on the course were not for the faint of heart. On practice day, there was a lightning delay filled with wind and the threat of thunderstorms. While on competition day, temps never crested above 50, with winds that Dorothy and Toto would have feared. But this didn't deter our competitors, coaches, volunteers or coordinators.

For complete Rodeo results visit APTA's website, where you'll notice Washington State has some bragging rights. Community Transit Operator Matt Chomjak took the top Operator honor, with Kitsap Transit's maintenance team placing first in two modules as well. These folks have been driven for years to higher accomplishments for a large part due to the excellence of Intercity Transit's team and leadership on the Washington State Rodeo scene - a legacy we can all be proud of.

The Intercity Transit and Amalgamated Transit Union (ATU) Local 1765 contract negotiation teams attended mediation this week at the Public Employment Relations Commission (PERC). With the mediator's help, both parties took a step back and arrived at a tentatively agreed contract the ATU can take to their members in the coming weeks for a vote.

Bergkamp provided a general agency update and conceptual overview of our bus system redesign tentatively scheduled to launch in May of 2026 to the Olympia Kiwanis. She took Olympia Kiwanis members for a walk down memory lane of IT's 2016 public engagement campaign known as the Road Trip which identified our community's desire to have more service in the form of a transformational transit system, then Proposition 1 being approved in late 2018 to fund the elements of the transformation, the decision process of going zero-fare January 2020, the barriers COVID created preventing completion of the transformation, how we've fought our way back to pre-pandemic service and ridership levels, and are now back on track to resume a redesign to usher in the remaining elements promised with the additional funding of Proposition 1.

AUTHORITY ISSUES

Pierce said the regional and local rodeo bus rodeo will be held July 12 and 13 and encourages everyone to attend.

Intercity Transit Authority Regular Meeting

April 16, 2025

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Cox said Lacey City Council accepted the Green City Award from the Thurston County Chamber of Commerce for the efforts Lacey has made to reduce carbon emissions in Lacey, and the Mayor rightfully pointed out that Lacey often doesn't get the credit it deserves for the steps that they've taken to do that because Lacey was the first city to adopt a carbon reduction plan back in 2010, and a lot of the work being done today is based on the gap that we need to close in carbon emissions. That early work was done by the Thurston Climate Action team for Lacey and those early measures are still being used today toward our goals.

ADJOURNMENT

With no further business to come before the Authority, Chair Cox adjourned the meeting at 6:44 p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

Carolyn Cox, Chair

**Pat Messmer
Clerk of the Board**

Date Approved: May 21, 2025

Prepared by Pat Messmer, Clerk of the Board/Executive Assistant, Intercity Transit.

Intercity Transit

Payroll Disbursement List

April 2025

Pay Periods:

PP08 (Mar 23 - Apr 5)

PP09 (Apr 6 - 19)

| <u>Date</u> | <u>Payee</u> | <u>Amount</u> |
|-------------------------|------------------------------------|---------------------|
| 4/11/2025 ACH | PR DIRECT DEPOSIT | 1,178,037.03 |
| 4/11/2025 42465 - 42467 | PR PAPER CHECKS | 5,779.04 |
| 4/11/2025 ACH | IRS | 201,541.05 |
| 4/11/2025 ACH | HEALTH SAVING | 92.59 |
| 4/11/2025 ACH | VANGUARD | 145,438.29 |
| 4/11/2025 ACH | PERS | 260,691.60 |
| 4/11/2025 ACH | DEF COMP | 53,283.25 |
| 4/11/2025 ACH | MISSION SQUARE | 19,280.89 |
| 4/11/2025 ACH | CHILD SUPPORT | 2,597.99 |
| 3/14/2025 ACH | Oregon DOR | 357.31 |
| 4/25/2025 ACH | PR DIRECT DEPOSIT | 1,197,918.22 |
| 4/25/2025 42576 - 42577 | PR PAPER CHECKS | 3,101.62 |
| 4/25/2025 ACH | IRS | 197,522.95 |
| 4/25/2025 ACH | HEALTH SAVING | 92.59 |
| 4/25/2025 ACH | VANGUARD | 146,122.55 |
| 4/25/2025 ACH | PERS | 259,810.04 |
| 4/25/2025 ACH | DEF COMP | 51,214.00 |
| 4/25/2025 ACH | MISSION SQUARE | 20,370.03 |
| 4/25/2025 ACH | CHILD SUPPORT | 2,108.30 |
| 4/25/2025 ACH | Oregon DOR | 357.31 |
| 4/28/2025 | Aflac | 16,066.58 |
| 4/30/2025 ACH | L&I Quarter 2 2025 | 429,796.18 |
| 4/30/2025 ACH | Oregon DOR (PFML) | 258.32 |
| | Total Payroll Disbursements | 4,191,837.73 |

**INTERCITY TRANSIT
A/P DISBURSEMENT LIST
APRIL 2025**

| Check No. | Reference Date | Vendor No. | Payee | Amount |
|----------------------|---------------------------|-----------------------|--|---------------|
| 42407 | 04/01/25 | 06238 | CLARY LONGVIEW LLC | \$94,737.26 |
| 41408 | 04/02/25 | 10477 | GALLS PARENT HOLDINGS LLC - VOID | (\$13,394.58) |
| 42408 | 04/07/25 | 02060 | AMERISAFE INC. | \$545.38 |
| 42409 | 04/07/25 | 02580 | ASSOCIATED PETROLEUM PRODUCTS INC. | \$3,726.66 |
| 42410 | 04/07/25 | 02828 | AVAIL TECHNOLOGIES INC | \$34,257.60 |
| 42411 | 04/07/25 | 03247 | BAUS SYSTEMS LLC | \$4,163.89 |
| 42412 | 04/07/25 | 03754 | BOSTON HARBOR SERVICES INC. | \$8,092.51 |
| 42413 | 04/07/25 | 05933 | CENTER FOR TRANSPORTATION AND THE ENVIRO | \$2,345.07 |
| 42414 | 04/07/25 | 06120 | CITY OF OLYMPIA | \$9,092.08 |
| 42415 | 04/07/25 | 06610 | COMMERCIAL BRAKE & CLUTCH INC. | \$339.50 |
| 42416 | 04/07/25 | 06836 | CONTINENTAL BATTERY SYSTEMS | \$685.79 |
| 42417 | 04/07/25 | 07220 | CUMMINS INC. | \$10,040.91 |
| 42418 | 04/07/25 | 07640 | DAY MANAGEMENT CORP | \$4,396.40 |
| 42419 | 04/07/25 | 07869 | DEPENDABLE COURIER SERVICE LLC | \$581.54 |
| 42420 | 04/07/25 | 08745 | ELLIOTT AUTO SUPPLY CO INC. | \$1,335.15 |
| 42421 | 04/07/25 | 09662 | FERRELLGAS LP | \$8,189.18 |
| 42422 | 04/07/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42423 | 04/07/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42424 | 04/07/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42425 | 04/07/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42426 | 04/07/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42427 | 04/07/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42428 | 04/07/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42429 | 04/07/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42430 | 04/07/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$19,029.17 |
| 42431 | 04/07/25 | 10660 | GILLIG LLC | \$0.00 |
| 42432 | 04/07/25 | 10660 | GILLIG LLC | \$17,043.80 |
| 42433 | 04/07/25 | 10759 | GORDON TRUCK CENTERS INC | \$9,997.14 |
| 42434 | 04/07/25 | 11097 | HART HEALTH AND SAFETY INC. | \$1,036.79 |
| 42435 | 04/07/25 | 11615 | INDUSTRIAL HYDRAULICS INC. | \$684.31 |
| 42436 | 04/07/25 | 11831 | INTRADO LIFE & SAFETY INC. | \$305.23 |
| 42437 | 04/07/25 | 11933 | JESSE ORNDORFF | \$1,130.94 |
| 42438 | 04/07/25 | 11943 | JOANNA GRIST | \$2,000.00 |
| 42439 | 04/07/25 | 13726 | M & S COLLISION LLC | \$8,949.91 |
| 42440 | 04/07/25 | 14750 | MULLINAX FORD OF OLYMPIA LLC | \$1,014.81 |
| 42441 | 04/07/25 | 15140 | NISQUALLY AUTOMOTIVE SERVICES INC | \$1,960.24 |
| 42442 | 04/07/25 | 15230 | NORTHWEST LIFT & EQUIPMENT LLC | \$63,264.56 |
| 42443 | 04/07/25 | 16490 | HAROLD LEMAY ENTERPRISES | \$856.20 |
| 42444 | 04/07/25 | 16701 | PEAK INDUSTRIAL INC. | \$23.82 |
| 42445 | 04/07/25 | 16765 | PETROCARD INC. | \$125,346.60 |
| 42446 | 04/07/25 | 16969 | POINT GRAPHICS LLC | \$79.06 |
| 42447 | 04/07/25 | 17255 | PUBLIC UTILITY DIST #1 OF THURSTON COUNT | \$327.05 |
| 42448 | 04/07/25 | 17505 | RAINIER DODGE INC. | \$241.83 |
| 42449 | 04/07/25 | 17900 | SCHETKY NORTHWEST SALES INC. | \$585.44 |

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|-------|----------|-------|--|--------------|
| 42450 | 04/07/25 | 18066 | SHI INTERNATIONAL CORP. | \$20,702.40 |
| 42451 | 04/07/25 | 18530 | STANDARD PARTS CORP. | \$812.37 |
| 42452 | 04/07/25 | 18540 | STANTEC CONSULTING SERVICES INC | \$54,016.69 |
| 42453 | 04/07/25 | 18695 | SUMMIT LAW GROUP PLLC | \$12,900.00 |
| 42454 | 04/07/25 | 21650 | THE GOODYEAR TIRE & RUBBER COMPANY | \$9,457.50 |
| 42455 | 04/07/25 | 21655 | THE W.W. WILLIAMS COMPANY LLC | \$1,024.00 |
| 42456 | 04/07/25 | 21659 | THERMO KING NORTHWEST INC. | \$6,200.00 |
| 42457 | 04/07/25 | 21761 | THURSTON CLIMATE ACTION TEAM | \$1,000.00 |
| 42458 | 04/07/25 | 21950 | TITUS-WILL CHEVROLET | \$109.62 |
| 42459 | 04/07/25 | 22010 | ROTTERS INC. | \$212.34 |
| 42460 | 04/07/25 | 23800 | VESTIS GROUP INC. | \$1,052.42 |
| 42461 | 04/07/25 | 24000 | W. W. GRAINGER INC. | \$1,048.15 |
| 42462 | 04/07/25 | 25909 | WEX BANK | \$45,475.25 |
| 42463 | 04/07/25 | 26710 | ZILLA CORPORATION | \$3,563.00 |
| 42464 | 04/07/25 | 26800 | ZUMAR INDUSTRIES INC | \$2,865.78 |
| 42468 | 04/14/25 | 01298 | ACCESS INFORMATION INTERMEDIATE HOLDINGS | \$3,002.44 |
| 42469 | 04/14/25 | 01309 | ACCURATE EMPLOYMENT SCREENING LLC | \$1,129.68 |
| 42470 | 04/14/25 | 01855 | AMERICAN HERITAGE LIFE INSURANCE COMPANY | \$4,416.65 |
| 42471 | 04/14/25 | 01885 | A-L-S AMERICAN LANDSCAPE SERVICES LLC | \$5,709.60 |
| 42472 | 04/14/25 | 01895 | ECOLUBE RECOVERY LLC | \$637.04 |
| 42473 | 04/14/25 | 02320 | APPLIED INDUSTRIAL TECHNOLOGIES | \$170.63 |
| 42474 | 04/14/25 | 02680 | ASSOCIATION OF WASHINGTON CITIES | \$500.00 |
| 42475 | 04/14/25 | 02839 | AVIVA KAMM LAW PLLC | \$8,777.70 |
| 42476 | 04/14/25 | 03023 | BACKUPIFY INC. | \$1,649.70 |
| 42477 | 04/14/25 | 03240 | BATTERIES PLUS | \$202.25 |
| 42478 | 04/14/25 | 06040 | CITY OF LACEY | \$1,390.09 |
| 42479 | 04/14/25 | 06490 | COLE GRAPHIC SOLUTIONS INC | \$857.24 |
| 42480 | 04/14/25 | 06836 | CONTINENTAL BATTERY SYSTEMS | \$1,986.29 |
| 42481 | 04/14/25 | 07220 | CUMMINS INC. | \$3,992.43 |
| 42482 | 04/14/25 | 07619 | DAVID S FOSTER | \$2,000.00 |
| 42483 | 04/14/25 | 08745 | ELLIOTT AUTO SUPPLY CO INC. | \$165.87 |
| 42484 | 04/14/25 | 08800 | EMERGENCY VEHICLE SOLUTIONS LLC | \$454.06 |
| 42485 | 04/14/25 | 09180 | EXPRESS SERVICES INC | \$3,882.06 |
| 42486 | 04/14/25 | 09662 | FERRELLGAS LP | \$7,016.05 |
| 42487 | 04/14/25 | 09961 | FORMA CONSTRUCTION COMPANY | \$862,934.19 |
| 42488 | 04/14/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42489 | 04/14/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$3,277.06 |
| 42490 | 04/14/25 | 10585 | ROBERT EDWARD GEBHART | \$2,047.50 |
| 42491 | 04/14/25 | 10660 | GILLIG LLC | \$11,014.81 |
| 42492 | 04/14/25 | 10758 | GORDON THOMAS HONEYWELL LLP | \$8,000.00 |
| 42493 | 04/14/25 | 10759 | GORDON TRUCK CENTERS INC | \$2,498.67 |
| 42494 | 04/14/25 | 11392 | HUB INTERNATIONAL GREAT PLAINS LLC | \$8,300.00 |
| 42495 | 04/14/25 | 11805 | ITERIS INC | \$6,610.23 |
| 42496 | 04/14/25 | 11895 | J&I POWER EQUIPMENT INC. | \$13.13 |
| 42497 | 04/14/25 | 11933 | JESSE ORNDORFF | \$3,564.10 |
| 42498 | 04/14/25 | 12370 | KAISER FOUNDATION HEALTH PLAN OF WASHING | \$5,836.66 |
| 42499 | 04/14/25 | 13440 | LAW LYMAN DANIEL KAMERRER BOGDANOVICH PS | \$3,584.05 |
| 42500 | 04/14/25 | 13893 | MAUL FOSTER & ALONGI INC. | \$872.50 |
| 42501 | 04/14/25 | 14381 | METROPOLITAN LIFE INSURANCE COMPANY | \$14,922.36 |
| 42502 | 04/14/25 | 14405 | MICHAEL G. MALAIER TRUSTEE | \$108.00 |
| 42503 | 04/14/25 | 14457 | MIDWEST BUS CORPORATION | \$336.95 |
| 42504 | 04/14/25 | 14750 | MULLINAX FORD OF OLYMPIA LLC | \$1,212.98 |

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|-------|----------|-------|---|--------------|
| 42505 | 04/14/25 | 16969 | POINT GRAPHICS LLC | \$118.04 |
| 42506 | 04/14/25 | 17290 | PUGET SOUND ENERGY | \$0.00 |
| 42507 | 04/14/25 | 17290 | PUGET SOUND ENERGY | \$26,862.87 |
| 42508 | 04/14/25 | 17505 | RAINIER DODGE INC. | \$435.84 |
| 42509 | 04/14/25 | 17560 | ROMAINE ELECTRIC CORP. | \$3,722.22 |
| 42510 | 04/14/25 | 17792 | ROUSH CLEANTECH LLC | \$439.32 |
| 42511 | 04/14/25 | 17893 | SCHEDULE MASTERS INC. | \$9,099.68 |
| 42512 | 04/14/25 | 17900 | SCHETKY NORTHWEST SALES INC. | \$843.03 |
| 42513 | 04/14/25 | 18052 | SHEA CARR & JEWELL INC. | \$5,696.42 |
| 42514 | 04/14/25 | 18530 | STANDARD PARTS CORP. | \$843.34 |
| 42515 | 04/14/25 | 18651 | STORMANS INC. | \$19.25 |
| 42516 | 04/14/25 | 18801 | 29 ELEVEN INC. | \$1,811.26 |
| 42517 | 04/14/25 | 18893 | TEC EQUIPMENT INC. | \$1,451.81 |
| 42518 | 04/14/25 | 21655 | THE W.W. WILLIAMS COMPANY LLC | \$1,504.67 |
| 42519 | 04/14/25 | 21950 | TITUS-WILL CHEVROLET | \$62.49 |
| 42520 | 04/14/25 | 22010 | ROTTERS INC. | \$37.73 |
| 42521 | 04/14/25 | 22420 | ALLEN WALTON | \$504.63 |
| 42522 | 04/14/25 | 23635 | UNITED RENTALS (NORTH AMERICA INC.) | \$444.20 |
| 42523 | 04/14/25 | 24000 | W. W. GRAINGER INC. | \$455.23 |
| 42524 | 04/14/25 | 24140 | WA ST DEPARTMENT OF ENTERPRISE SERVICES | \$94.50 |
| 42525 | 04/14/25 | 24755 | WA ST HEALTH CARE AUTHORITY | \$743,385.11 |
| 42526 | 04/14/25 | 25560 | WASHINGTON STATE TRANSIT ASSOCIATION | \$6,050.00 |
| 42527 | 04/14/25 | 26560 | YELM AREA CHAMBER OF COMMERCE | \$550.00 |
| 42528 | 04/21/25 | 01405 | ADVANCE GLASS INC. | \$1,030.80 |
| 42529 | 04/21/25 | 01567 | CANON FINANCIAL SERVICES INC. | \$4,466.51 |
| 42530 | 04/21/25 | 02060 | AMERISAFE INC. | \$277.30 |
| 42531 | 04/21/25 | 02580 | ASSOCIATED PETROLEUM PRODUCTS INC. | \$8,058.42 |
| 42532 | 04/21/25 | 02828 | AVAIL TECHNOLOGIES INC | \$2,580.64 |
| 42533 | 04/21/25 | 06610 | COMMERCIAL BRAKE & CLUTCH INC. | \$339.50 |
| 42534 | 04/21/25 | 07115 | CREATIVE INK INC. | \$3,564.60 |
| 42535 | 04/21/25 | 07220 | CUMMINS INC. | \$4,881.82 |
| 42536 | 04/21/25 | 08036 | DOBBS HEAVY DUTY HOLDINGS LLC | \$39.18 |
| 42537 | 04/21/25 | 08745 | ELLIOTT AUTO SUPPLY CO INC. | \$1,647.55 |
| 42538 | 04/21/25 | 09180 | EXPRESS SERVICES INC | \$1,990.80 |
| 42539 | 04/21/25 | 09662 | FERRELLGAS LP | \$8,753.86 |
| 42540 | 04/21/25 | 10251 | FRUITION GROWTH LLC | \$2,818.75 |
| 42541 | 04/21/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42542 | 04/21/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42543 | 04/21/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42544 | 04/21/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42545 | 04/21/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42546 | 04/21/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42547 | 04/21/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$0.00 |
| 42548 | 04/21/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$20,898.16 |
| 42549 | 04/21/25 | 10660 | GILLIG LLC | \$5,897.15 |
| 42550 | 04/21/25 | 10759 | GORDON TRUCK CENTERS INC | \$983.09 |
| 42551 | 04/21/25 | 10820 | SOULIERE INC. | \$330.36 |
| 42552 | 04/21/25 | 11615 | INDUSTRIAL HYDRAULICS INC. | \$374.24 |
| 42553 | 04/21/25 | 11933 | JESSE ORNDORFF | \$1,784.25 |
| 42554 | 04/21/25 | 14750 | MULLINAX FORD OF OLYMPIA LLC | \$565.69 |
| 42555 | 04/21/25 | 15140 | NISQUALLY AUTOMOTIVE SERVICES INC | \$400.71 |
| 42556 | 04/21/25 | 15255 | NORTHWEST PUMP & EQUIPMENT CO. | \$2,141.66 |

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|-------|----------|-------|--|-------------|
| 42557 | 04/21/25 | 16765 | PETROCARD INC. | \$64,438.53 |
| 42558 | 04/21/25 | 17505 | RAINIER DODGE INC. | \$35.55 |
| 42559 | 04/21/25 | 17819 | RWC INTERNATIONAL LTD | \$194.12 |
| 42560 | 04/21/25 | 17861 | SAMBA HOLDINGS INC. | \$105.23 |
| 42561 | 04/21/25 | 17900 | SCHETKY NORTHWEST SALES INC. | \$792.76 |
| 42562 | 04/21/25 | 17965 | SEATTLE AUTOMOTIVE DISTRIBUTING INC. | \$381.96 |
| 42563 | 04/21/25 | 18066 | SHI INTERNATIONAL CORP. | \$8,919.20 |
| 42564 | 04/21/25 | 18469 | SPORTWORKS GLOBAL LLC | \$85.47 |
| 42565 | 04/21/25 | 18530 | STANDARD PARTS CORP. | \$993.54 |
| 42566 | 04/21/25 | 18651 | STORMANS INC. | \$19.25 |
| 42567 | 04/21/25 | 21650 | THE GOODYEAR TIRE & RUBBER COMPANY | \$812.28 |
| 42568 | 04/21/25 | 21655 | THE W.W. WILLIAMS COMPANY LLC | \$11,693.56 |
| 42569 | 04/21/25 | 21950 | TITUS-WILL CHEVROLET | \$106.74 |
| 42570 | 04/21/25 | 22420 | ALLEN WALTON | \$383.95 |
| 42571 | 04/21/25 | 23800 | VESTIS GROUP INC. | \$1,066.03 |
| 42572 | 04/21/25 | 24000 | W. W. GRAINGER INC. | \$128.11 |
| 42573 | 04/21/25 | 24030 | WA ST AUDITOR'S OFFICE | \$69.55 |
| 42574 | 04/21/25 | 26405 | XIOLOGIX LLC | \$15,775.98 |
| 42575 | 04/21/25 | 26800 | ZUMAR INDUSTRIES INC | \$228.38 |
| 42578 | 04/29/25 | 01780 | AMALGAMATED TRANSIT UNION 1765 | \$24,376.77 |
| 42579 | 04/29/25 | 02580 | ASSOCIATED PETROLEUM PRODUCTS INC. | \$3,667.99 |
| 42580 | 04/29/25 | 05740 | CONSOLIDATED ELECTRICAL DISTRIBUTORS INC | \$16.12 |
| 42581 | 04/29/25 | 05933 | CENTER FOR TRANSPORTATION AND THE ENVIRO | \$7,039.47 |
| 42582 | 04/29/25 | 06120 | CITY OF OLYMPIA | \$1,880.55 |
| 42583 | 04/29/25 | 07220 | CUMMINS INC. | \$9,126.48 |
| 42584 | 04/29/25 | 07872 | DESCO ELECTRONICS CORP | \$600.60 |
| 42585 | 04/29/25 | 08060 | DON SMALL & SONS OIL DIST CO INC. | \$545.38 |
| 42586 | 04/29/25 | 08745 | ELLIOTT AUTO SUPPLY CO INC. | \$549.37 |
| 42587 | 04/29/25 | 09180 | EXPRESS SERVICES INC | \$1,766.84 |
| 42588 | 04/29/25 | 09662 | FERRELLGAS LP | \$6,711.95 |
| 42589 | 04/29/25 | 10477 | GALLS PARENT HOLDINGS LLC | \$519.39 |
| 42590 | 04/29/25 | 10580 | GENE'S TOWING INC | \$408.75 |
| 42591 | 04/29/25 | 10660 | GILLIG LLC | \$9,029.91 |
| 42592 | 04/29/25 | 10759 | GORDON TRUCK CENTERS INC | \$828.24 |
| 42593 | 04/29/25 | 11933 | JESSE ORNDORFF | \$437.00 |
| 42594 | 04/29/25 | 12845 | KNIGHT FIRE PROTECTION INC. | \$76.86 |
| 42595 | 04/29/25 | 13485 | LEMAY MOBILE SHREDDING | \$415.20 |
| 42596 | 04/29/25 | 13728 | MADSEN ROOFING INC. | \$6,471.20 |
| 42597 | 04/29/25 | 14160 | MCMASTER-CARR SUPPLY CO. | \$92.10 |
| 42598 | 04/29/25 | 14405 | MICHAEL G. MALAIER TRUSTEE | \$108.00 |
| 42599 | 04/29/25 | 15140 | NISQUALLY AUTOMOTIVE SERVICES INC | \$779.76 |
| 42600 | 04/29/25 | 15255 | NORTHWEST PUMP & EQUIPMENT CO. | \$651.67 |
| 42601 | 04/29/25 | 16623 | PALAMERICAN SECURITY INC. | \$93,848.71 |
| 42602 | 04/29/25 | 16699 | PBS ENGINEERING AND ENVIRONMENTAL LLC | \$5,229.41 |
| 42603 | 04/29/25 | 16765 | PETROCARD INC. | \$91,364.47 |
| 42604 | 04/29/25 | 16969 | POINT GRAPHICS LLC | \$199.29 |
| 42605 | 04/29/25 | 17290 | PUGET SOUND ENERGY | \$257.94 |
| 42606 | 04/29/25 | 17505 | RAINIER DODGE INC. | \$205.71 |
| 42607 | 04/29/25 | 17580 | RECARO NORTH AMERICA INC. | \$1,163.00 |
| 42608 | 04/29/25 | 17822 | RYAN SWANSON & CLEVELAND PLLC | \$787.50 |
| 42609 | 04/29/25 | 17900 | SCHETKY NORTHWEST SALES INC. | \$2,071.80 |
| 42610 | 04/29/25 | 17908 | SCHINDLER ELEVATOR CORPORATION | \$2,890.73 |

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|-------|----------|-------|---|-------------|
| 42611 | 04/29/25 | 17965 | SEATTLE AUTOMOTIVE DISTRIBUTING INC. | \$36.81 |
| 42612 | 04/29/25 | 18066 | SHI INTERNATIONAL CORP. | \$909.57 |
| 42613 | 04/29/25 | 18145 | SIX ROBBLEES' INC. | \$47.85 |
| 42614 | 04/29/25 | 18210 | SME SOLUTIONS LLC | \$6,559.52 |
| 42615 | 04/29/25 | 18530 | STANDARD PARTS CORP. | \$425.97 |
| 42616 | 04/29/25 | 18695 | SUMMIT LAW GROUP PLLC | \$15,649.40 |
| 42617 | 04/29/25 | 18705 | SUNBELT RENTALS INC. | \$4,249.32 |
| 42618 | 04/29/25 | 18940 | TENNANT SALES AND SERVICE COMPANY | \$1,039.81 |
| 42619 | 04/29/25 | 21830 | THURSTON COUNTY SOLID WASTE | \$111.00 |
| 42620 | 04/29/25 | 21890 | THURSTONTALK.COM INC. | \$3,150.00 |
| 42621 | 04/29/25 | 22010 | ROTTERS INC. | \$111.86 |
| 42622 | 04/29/25 | 23660 | UNITED WAY OF THURSTON COUNTY | \$394.00 |
| 42623 | 04/29/25 | 23800 | VESTIS GROUP INC. | \$585.85 |
| 42624 | 04/29/25 | 24000 | W. W. GRAINGER INC. | \$381.95 |
| 42625 | 04/29/25 | 25560 | WASHINGTON STATE TRANSIT ASSOCIATION | \$2,500.00 |
| 42626 | 04/29/25 | 25580 | WASHINGTON STATE TRANSIT INSURANCE POOL | \$124.99 |
| ACH | 04/01/25 | | AUTHORIZE.NET | \$212.17 |
| ACH | 04/04/25 | | BALLANTYNE MATTHEW | \$60.00 |
| ACH | 04/04/25 | | CHAFFEE DAVID | \$427.00 |
| ACH | 04/04/25 | | HENSIEK-AMAN JUSTIC | \$50.00 |
| ACH | 04/04/25 | | IT PROJECT ASSISTANCE | \$778.50 |
| ACH | 04/04/25 | | IT WELLNESS | \$707.50 |
| ACH | 04/04/25 | | JIMENEZ CLINTON | \$443.00 |
| ACH | 04/04/25 | | PRICE TUNISIA | \$367.37 |
| ACH | 04/04/25 | | REYNOLDS JONATHAN | \$136.00 |
| ACH | 04/04/25 | | WILSON KERRI | \$361.40 |
| ACH | 04/03/25 | | BELL JOE | \$520.00 |
| ACH | 04/03/25 | | LOKEN RICHELLE | \$520.00 |
| ACH | 04/03/25 | | MALAY SEAN | \$520.00 |
| ACH | 04/03/25 | | REINHARDT BRYCE | \$580.00 |
| ACH | 04/03/25 | | REYNOLDS JONATHAN | \$520.00 |
| ACH | 04/11/25 | | BERGKAMP EMILY | \$181.40 |
| ACH | 04/11/25 | | HOUX BRENDEN | \$170.00 |
| ACH | 04/11/25 | | DOANE PETER | \$120.00 |
| ACH | 04/11/25 | | ENNES MOLLY | \$25.00 |
| ACH | 04/11/25 | | ELY CRISTY | \$45.00 |
| ACH | 04/11/25 | | FARVER KENNETH | \$119.68 |
| ACH | 04/11/25 | | FONSECA RENEE E. | \$60.00 |
| ACH | 04/11/25 | | FRUEH JR. DANIEL | \$90.00 |
| ACH | 04/11/25 | | KAYLOR MARK | \$55.00 |
| ACH | 04/11/25 | | LEMAY IZABEL | \$80.00 |
| ACH | 04/11/25 | | PRICE TUNISIA | \$64.95 |
| ACH | 04/11/25 | | SMITH JEREMY | \$165.00 |
| ACH | 04/11/25 | | SMITH JASON | \$20.00 |
| ACH | 04/11/25 | | SWAN STEPHEN | \$15.00 |
| ACH | 04/11/25 | | WARD NEIL | \$40.00 |
| ACH | 04/18/25 | | BODNAR MICHAEL | \$20.00 |
| ACH | 04/18/25 | | DELANCY ARTHUR | \$190.00 |
| ACH | 04/18/25 | | FONSECA RENEE E. | \$62.00 |
| ACH | 04/18/25 | | HEINEMEYER ZACHARY R. | \$484.60 |
| ACH | 04/18/25 | | INTERNATIONAL ASSOCIATION OF MACHINISTS | \$2,493.38 |
| ACH | 04/18/25 | | KARKOSKI KEVIN | \$170.00 |

| | | | |
|-----|----------|-----------------------|------------|
| ACH | 04/18/25 | KRAMER GAVIN | \$105.00 |
| ACH | 04/18/25 | LOPEZ RICARDO | \$145.00 |
| ACH | 04/18/25 | MOSSO KODY | \$130.00 |
| ACH | 04/18/25 | PARISI ALENA | \$25.00 |
| ACH | 04/18/25 | PRICE KIERSTIN G. | \$25.00 |
| ACH | 04/18/25 | SNYDER-CHAVEZ GRYFFEN | \$50.00 |
| ACH | 04/23/25 | DEPARTMENT OF REVENUE | \$2,016.36 |
| ACH | 04/25/25 | AGUERO JASON | \$223.80 |
| ACH | 04/25/25 | ALLEN KAI | \$63.00 |
| ACH | 04/25/25 | BELL JOE | \$63.00 |
| ACH | 04/25/25 | BROWN DAVID | \$120.00 |
| ACH | 04/25/25 | CLAUSSEN JEREMY | \$65.00 |
| ACH | 04/25/25 | LOKEN RICHELLE | \$63.00 |
| ACH | 04/25/25 | MILLER WILLIAM | \$1,018.42 |
| ACH | 04/25/25 | STORBECK GLENN | \$20.00 |
| ACH | 04/25/25 | WITHROW DENA | \$368.80 |
| ACH | 04/25/25 | WOOD ROBERT D. | \$448.80 |
| ACH | 04/25/25 | YEE JONATHON | \$144.20 |

\$2,877,374.99

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-D
MEETING DATE: May 21, 2025

FOR: Intercity Transit Authority

FROM: Noelle Gordon, Procurement and Project Management
Coordinator, (360) 705-5857

SUBJECT: Surplus Coach 405

-
- 1) **The Issue:** Whether to declare Coach 405 surplus.
-
- 2) **Recommended Action:** Declare the property listed as surplus.
-
- 3) **Policy Analysis:** Resolution No. 04-2020 states the Authority must declare property surplus to our needs prior to sale or disposal.
-
- 4) **Background:** Coach 405, a 2010 forty-foot Gillig Lowfloor hybrid heavy-duty bus, was recently involved in an accident. Following an assessment provided by WSTIP, Intercity Transit's insurance provider, the pre-accident fair market of the vehicle was determined to be \$35,080. Given that the estimated repair cost of \$36,926 exceeds this valuation, the vehicle has been deemed a total loss. The vehicle has met useful federal life requirements with approximately 700,000 miles and 15 years of service. The recommended action is to proceed through WSTIP for the sale of the vehicle through its salvage network. Based on this information, staff requests the Authority to declare Coach 405 as surplus.
-
- 5) **Alternatives:**
A. Declare the item surplus. The vehicle has met its useful life and has been deemed a total loss.
B. Defer action. Storage availability on-site and off-site storage costs are an issue.
-
- 6) **Budget Notes:** Coach 405 was purchased with Federal funds, and staff will follow the Federal Transit Administration (FTA) disposition requirements identified in Chapter IV of FTA Circular 5010.1F. Funds received in excess of \$5,000 for a federally funded item may need to be returned to FTA.
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- 7) **Goal Reference:** Not specifically identified in the goals.
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- 8) **References:** N/A.

INTERCITY TRANSIT AUTHORITY

AGENDA ITEM NO. 4-E

MEETING DATE: May 21, 2025

FOR: Intercity Transit Authority

FROM: Noelle Gordon, Procurement and Project Management
Coordinator, (360) 705-5857

SUBJECT: Vanpool Vehicle 2616

-
- 1) **The Issue:** Whether to declare Vanpool Vehicle 2616 as surplus.
-
- 2) **Recommended Action:** Declare the property listed as surplus.
-
- 3) **Policy Analysis:** Resolution No. 04-2020 states the Authority must declare property surplus to our needs prior to sale or disposal.
-
- 4) **Background:** Vanpool 2616, a 2016 12-passenger Chevrolet Express, was recently involved in an accident. Following an assessment by WSTIP, Intercity Transit's insurance provider, the pre-accident fair market value of the vehicle was determined to be \$14,303.09. Given that the estimated repair cost of \$19,066.43 exceeds this valuation, the vehicle has been deemed a total loss. The recommended action is to proceed through WSTIP for the sale of the vehicle via their salvage network. Based on this information, staff requests the Authority to declare Vanpool 2616 as surplus.
-
- 5) **Alternatives:**
A. Declare the item surplus. The vehicle has been deemed a total loss.
B. Defer action. Storage availability on-site and off-site storage costs are an issue.
-
- 6) **Budget Notes:** Vanpool Vehicle 2616 has met its useful life requirements and was originally purchased using local funds. The insurance remittance received for the vehicle will be credited as local funds available for future agency projects.
-
- 7) **Goal Reference:** Not specifically identified in the goals.
-
- 8) **References:** N/A.

INTERCITY TRANSIT AUTHORITY

AGENDA ITEM NO. 4-F

MEETING DATE: May 21, 2025

FOR: Intercity Transit Authority

FROM: Noelle Gordon, Procurement and Project Management
Coordinator (360) 705-5857

SUBJECT: Operations Supervisor Vehicle 1300

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- 1) **The Issue:** Whether to declare Operations Supervisor Vehicle 1300 as surplus.
-
- 2) **Recommended Action:** Declare the property listed as surplus.
-
- 3) **Policy Analysis:** Resolution No. 04-2020 states the Authority must declare property surplus to our needs prior to sale or disposal.
-
- 4) **Background:** Operations Supervisor Vehicle 1300, a 2019 Ford F150, was recently involved in an accident. Following an assessment by WSTIP, Intercity Transit's insurance provider, the pre-accident fair market value of the vehicle is \$21,120. The estimated repair cost based on the initial evaluation of damage is just above eighty percent of the vehicle's fair market value. Based on the extent of the damage, actual repair costs are expected to meet or exceed the eighty-percent threshold to be considered a total loss. The recommended action is to proceed through WSTIP for the sale of vehicles via their salvage network. Based on this information, staff requests the Authority to declare Operations Supervisor Vehicle 1300 as surplus.
-
- 5) **Alternatives:**
A. Declare the item surplus. The vehicle has been deemed a total loss.
B. Defer action. Storage availability on-site and off-site storage costs are an issue.
-
- 6) **Budget Notes:** Operations Supervisor Vehicle 1300 has met its useful life requirements and was originally purchased using local funds. The insurance remittance received for the vehicle will be credited as local funds available for future agency projects.
-
- 7) **Goal Reference:** Not specifically identified in the goals.
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- 8) **References:** N/A.

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 5-A
MEETING DATE: May 21, 2025

FOR: Intercity Transit Authority

FROM: Noelle Gordon, Procurement and Project Management
Coordinator, 360-705-5857

SUBJECT: Vehicle Lifts Purchase

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- 1) **The Issue:** Consideration of the purchase of vehicle lifts for the Fleet Maintenance shop.
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- 2) **Recommended Action:** Authorize the General Manager, pursuant to Sourcewell Contract No. 121223, to purchase Stertil-Koni Vehicle lifts from Stertil-Koni USA, Inc. in the amount of \$1,375,300, which includes sales tax and applicable tariff surcharges
-
- 3) **Policy Analysis:** The procurement policy states the Authority must approve any expenditure over \$100,000.
-
- 4) **Background:** The Intercity Transit Fleet Maintenance shop renovation project is progressing according to schedule. To maintain this timeline and ensure the Fleet Maintenance Division is prepared for the facility, it is necessary to procure the vehicle lifts included in the design. Intercity Transit has identified Stertil-Koni USA, Inc. (Stertil-Koni) as the vendor for this equipment through Sourcewell Contract 121223.

Intercity Transit intends to purchase the following Stertil-Koni lifts to support the expanded workspace and efficient maintenance operations in the renovated facility:

- Two (2) Heavy Duty Platform Lifts (SKYLIFT)
- One (1) Medium Duty Platform Lift (SKYLIFT)
- Two (2) In-ground Scissor Lifts (ECOLIFT)
- One (1) Two-post Lift (FREEDOMLIFT)
- One (1) In-ground Piston Lift (DIAMONDLIFT)

The installation of the new vehicle lifts is anticipated to begin around January 2026. This aligns with the overall facility renovation project, which is projected for completion by June 2026. Upon the Fleet Maintenance Department's return to

the renovated facility, the operational readiness of these lifts will be essential for the continuation of daily maintenance services.

The lead time for ordering and shipping these specialized lifts can be up to six months, and therefore, timely approval and subsequent ordering are crucial to avoid any disruption to the project timeline.

The Sourcewell Contract 121223, a cooperative purchasing agreement which was competitively awarded to Stertil-Koni, provides Intercity Transit with the eligibility to procure these items. Given the positive past experiences with Stertil-Koni products, staff are confident in the mechanical reliability and suitability of their lifts and equipment to meet our agency's needs and thus recommend approval of this purchase.

5) **Alternatives:**

- A. Authorize the General Manager, pursuant to Sourcewell Contract No. 121223, to purchase Stertil-Koni vehicle lifts from Stertil-Koni USA, Inc. in the amount of \$1,375,300, which includes sales tax and applicable tariff surcharges.
- B. Defer action. Deferring order placement would result in a significant delay in completion of the rehabilitation of the Fleet Maintenance building.

6) **Budget Notes:** The necessary funding for this equipment purchase is included within the approved 2025 Capital Improvement Plan, specifically allocated for the renovation of the Fleet Maintenance facility.

7) **Goal Reference:** **Goal #3:** *"Maintain a safe and secure operating system."*

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

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 5-B
MEETING DATE: May 21, 2025

FOR: Intercity Transit Authority

FROM: Heather Stafford, Director of Administrative Services, 360-705-5861

SUBJECT: Collective Bargaining Agreement between the Amalgamated Transit Union, Local 1765, and Intercity Transit

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- 1) **The Issue:** Whether to approve a collective bargaining agreement between Intercity Transit and the Amalgamated Transit Union, Local 1765 (ATU).
-
- 2) **Recommended Action:** Approve the proposed collective bargaining agreement.
-
- 3) **Policy Analysis:** The Authority must approve any collective bargaining agreements between Intercity Transit and organizations representing employees.
-
- 4) **Background:** The ATU represents Intercity Transit's Operators, Customer Service Representatives, and Dial-A-Lift Dispatch Specialists. The current collective bargaining agreement expired on December 31, 2024. Parties were successful in negotiating a successor labor agreement. A three-year contract is proposed (January 1, 2025, through December 31, 2027). The details of the proposed contract have been discussed in Closed Session.
-
- 5) **Alternatives:**
A) Approve the proposed collective bargaining agreement.
B) Direct staff to return to negotiations.
-
- 6) **Budget Notes:** The collective bargaining agreement will dictate wages and other benefit costs for ATU-represented employees over the next three years. ATU represents nearly 340 of Intercity Transit employees.
-
- 7) **Goal Reference:** This item meets **Goal 2:** *"Providing outstanding customer service."*
-
- 8) **References:** A summary of the agreement will be provided at the Authority meeting.

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 5-C
MEETING DATE: May 21, 2025

FOR: Intercity Transit Authority

**FROM: Jeff Peterson, Senior Procurement and Project Management Coordinator,
(360) 705-5878**

SUBJECT: ERP/EAM System Implementation - Contract Authorization

1) The Issue: Contract authorization recommendation for a new Enterprise Resource Planning (ERP) and Enterprise Asset Management (EAM) system.

2) Recommended Action: Authorize the General Manager to execute contracts with Avaap USA, LLC (Avaap), Workday Inc, and Trapeze EAM, for ERP/EAM project implementation and software, for a total combined amount of \$15,567,981, which includes a 10% contingency and ten years of software maintenance and support, not including sales tax.

3) Policy Analysis: The procurement policy states the Authority must approve an expenditure over \$100,000.

4) Background: In 2024, Intercity assessed our legacy system of over 37 years, FleetNet, which was recently acquired by Avail Technology Solutions (Avail). This assessment aided the discovery of numerous secondary solutions being used to supplement the system, such as Excel, Word, and internal custom solutions, that were not integrated with FleetNet and have caused difficulties managing data. Therefore, Intercity determined a more modern solution should be considered.

Intercity released a Request for Proposals (RFP) for Enterprise Resource Planning (ERP) & Enterprise Asset Management (EAM) Business Process Modernization & System Implementation Services on May 24, 2024. The purpose of the RFP was to establish a contract with a highly experienced and qualified ERP/EAM system integrator to replace our current technology with a new system that best meets the current and future needs of Intercity. Following a pre-proposal conference on June 13, 2024, Intercity received three qualified proposals by the deadline of July 26, 2024.

The evaluation committee examined the qualifications and experience of the firms, project organization, staffing plan, project management plan, and technical approach. It was determined demonstration from two of the firms was appropriate. An extensive four-day demonstration from each firm concluded in October 2024, and as a result, the project team decided to focus on a single firm. Additional clarifications were obtained, reference checks were conducted, and the project team determined it was appropriate to proceed with contract negotiations.

On January 10, 2025, the project team notified Avaap USA, LLC (Avaap) they were the apparent successful firm. Since that announcement, Intercity and Avaap have been finalizing the scope of work and contract terms in an effort to ensure there is a strong foundation to build a successful solution on.

Avaap is a systems integration firm. Avaap will be responsible for implementing two solutions, Workday to fulfill our ERP requirements and Trapeze EAM to fulfill our EAM requirements. The solutions are offered as software as a service (SaaS), meaning Intercity will not have to provide server infrastructure/support. The two solutions will work in tandem to provide seamless data management that will support finance, human resources, inventory, maintenance, training, procurement, grants, and operations. The new solution will streamline data entry processes, eliminate a significant amount of paper tracking, eliminate data duplication, and improve access to data for NTD and other critical reports.

System integrator Avaap and the two software solutions proposed, Workday and Trapeze EAM, have been determined to be the most advantageous solution by the evaluation team. Therefore, the recommendation is to enter into a contract with Avaap to implement our ERP/EAM solution, and to enter into a contract with Workday and Trapeze EAM to access their SaaS solutions.

5) **Alternatives:**

- A. Authorize the General Manager to execute contracts with Avaap USA, LLC (Avaap), Workday Inc, and Trapeze EAM, for ERP/EAM project implementation and software, for a total combined amount of \$15,567,981, which includes a 10% contingency and ten years of software maintenance and support, not including sales tax.
- B. Defer action. A decision to delay will affect daily tasks across the agency as our existing system is no longer supported and the new solution's anticipated implementation time is approximately 18 months.

-
- 6) **Budget Notes:** This effort has been planned and allocated in Intercity Transit's 2025 budget which includes \$7,000,000 for implementing a new ERP/EAM solution. The total contract amount of \$6,621,753 for implementation falls within the budget allocation for this project. Subsequent budgets will cover annual software maintenance expense of \$8,283,963 over a ten-year period. The total authorized spend amount requested excludes sales tax and includes a 10% contingency on the implementation costs.

-
- 7) **Goal Reference:** Implementing this solution will impact all aspects of Intercity Transit, therefore this project encompasses all goals.

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

Transportation Policy Board (TPB)
**AFTER MEETING
SUMMARY**
May 14, 2025

Please use this after-meeting summary to update your fellow board, council, commission members, and others, on what took place at the TPB meeting.

The full meeting can be found on TRPC's Facebook page: <https://www.facebook.com/trpc.org> and TRPC's YouTube channel at: <https://www.youtube.com/watch?v=d2OttEnLb1M>.

Please note: Participation in the TPB meeting was remote with an in-person option.

Update on LOTT's Activities and Initiatives

LOTT's Executive Director Matt Kennelly updated the Policy Board on LOTT's current activities and plans for the future.

The full presentation can be found here: https://www.trpc.org/DocumentCenter/View/13298/A6_LOTT.

High-Capacity Transportation (HCT) Policy Statement

Staff presented a draft policy statement on High-Capacity Transportation to the TPB. The board discussed refining the policy statement and having some time to further consider the statement. Staff will provide an updated policy statement at the June TPB meeting as an action item.

The full presentation can be found here: https://www.trpc.org/DocumentCenter/View/13296/A7_High-Capacity-Transportation-Project_TPB_05142025.

Bicycle Connectivity Strategy – Project Briefing

Board members received an overview of the Bicycle Connectivity Strategy (BCS), including its purpose, scope, and current community engagement activities. Senior Planner Paul Brewster emphasized the BCS's alignment with the Regional Transportation Plan (RTP) and its goal to improve bicycling options across the county.

Members were encouraged to help promote the BCS Online Open House and survey, available through June 30, 2025, at www.trpc.org/bikeconnect.

The full presentation can be found here: https://www.trpc.org/DocumentCenter/View/13297/A8_Bicycle-Connectivity-TPB_05142025_Presentation?bidId=.