

INTERCITY TRANSIT AUTHORITY
Wednesday, May 20, 2026
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 978 162 422#

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

- | | |
|--|----------------|
| 1. APPROVAL OF AGENDA | 1 min. |
| 2. PUBLIC HEARING | 15 min. |
| A. Public Hearing Transportation Improvement Program (<i>Jessica Gould</i>) | |
| 3. RECOGNITION | 30 min. |
| A. Surplus Van Grant Recipients (<i>Lynne Cunningham</i>) | |
| 4. PUBLIC COMMENT | 30 min. |
| 5. APPROVAL OF CONSENT AGENDA | 1 min. |
| A. Minutes – April 15, 2026, Regular Meeting. | |
| B. Payroll April: \$4,865,834.52 | |
| • Warrant Number: 45380 in the amount of \$2,771.63 | |
| • ACH Payments: \$4,863,062.89 | |
| C. Accounts Payable April: \$6,584,221.02 | |
| • Disbursed Warrants, Numbers: 45324-45379; 45381-45564; and
Voided Warrant: 45280 totaling \$6,556,093.95 | |
| • ACH Payments: \$28,127.07 | |
| D. General Surplus Property (<i>Noelle Gordon</i>) | |
| Staff requests the Authority declare the items listed in Exhibit A as surplus. This list includes various items from the Facilities, Information Systems, and Inventory departments. The total value of the items is estimated at \$29,826.52. | |
| 6. NEW BUSINESS | |
| A. Kaufman Storage Lease Extension (<i>Michael Maverick</i>) | 5 min. |
| B. TSP & Smart Corridors Implementation Contract Authority (<i>Peter Stackpole</i>) | 5 min. |
| C. Furniture Purchase Fleet Maintenance Building (<i>Noelle Gordon</i>) | 5 min. |
| D. Capital Improvement Plan Draft Review & Schedule Public Hearing
(<i>Jana Brown</i>) | 20 min. |

7. COMMITTEE REPORTS

- | | |
|---|--------|
| A. Thurston Regional Planning Council (May 1) (Robert Vanderpool) | 5 min. |
| B. Transportation Policy Board (May 13) (Justin Belk) | 5 min. |
| C. Community Advisory Committee (May 18) (Margaret Janis) | 5 min. |

8. GENERAL MANAGER'S REPORT

5 min.

9. AUTHORITY ISSUES

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](#).

Intercity Transit Public Board meetings are held at 510 Pattison Street, SE, Olympia. This facility is served by Routes 9X, 50 (on Martin Way), and 70 (on Pacific Avenue). Or use other alternate modes to attend this meeting: bike, walk, carpool, or vanpool.

Board materials are available at <https://www.intercitytransit.com/agency/transit-authority/meetings>.

In compliance with the Americans with Disabilities Act, those requiring accommodation to attend meetings or participate in providing public comment, please notify the Clerk of the Board 24 hours prior to the Authority meeting or public hearing. TDD users, please use the state's toll-free relay service, 711 and ask the operator to dial (360) 786-8585.

Clerk of the Board: Pat Messmer – (360) 705-5860 – pmessmer@intercitytransit.com

Examples of special accommodation include:

- Sign Language Interpreters (ASL)
- Video Remote Interpreting (VRI)
- Real-time Captioning (CART - Communication Access Real-time Translation)
- Assistive Listening Devices (ALDs)
- Text Telephones (TTYs)
- Large Print Materials
- Braille Materials
- Audio Descriptions/Recordings
- Screen Reader Compatibility
- Qualified Readers
- Accessible Digital Documents
- Guidance/Assistance

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 2-A
MEETING DATE: May 20, 2026

FOR: Intercity Transit Authority
FROM: Jessica Gould, Grants Program Manager, 360.705.5808
SUBJECT: Public Hearing on the draft 2027 – 2030 TIP

1) **The Issue:** Accept public testimony on the draft 2027 – 2030 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 17, 2026.

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 15, 2026, the ITA scheduled a public hearing on the draft 2027 – 2030 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 **2026 - 2031 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 2027 – 2030 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 vehicles 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 Performance Transit on major corridors.
- 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.
- 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 17, 2026. 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.

2027- 2030 TIP projects total more than \$103 million with more than \$84 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 2027 through 2030 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 2027 - 2030 TIP
 Exhibit 2 - Published TIP News Release
 Exhibit 3 - May Rider News article

INTERCITY TRANSIT
draft 2027 - 2030 Transportation Improvement Program
(4/15/2026)

	IT #	Project	2027	2028	2029	2030	TOTAL 2027 - 2030	Federal	Type	Local	Funding Source
1	IT 1604	Bus Stop Facility Improvements	\$260,000	\$260,000	\$260,000	\$260,000	\$1,040,000	\$832,000	Unsecured federal funding	\$208,000	Anticipated TRPC Contingency project via Regional competition
2	IT 1605	Walk N Roll Youth Education Programs	\$346,821	\$367,630.06	\$405,808	\$1,217,424.00	\$2,337,683	\$2,022,096	Secured & Anticipated Federal Regional competitive funds (TRPC)	\$315,587	Secured & Anticipated Federal Regional competitive funds (TRPC)
3	IT 1701	Fixed Route Bus Replacements	\$7,973,781	\$1,655,850.00	\$1,185,185	\$1,185,185	\$12,000,000	\$9,600,000	Sec. 5307, 5339 PSRC Earned Share	\$2,400,000	Planned & Secured (includes PSRC 5307 and 5339 Earned Share)
4	IT 1901	Replacement Dial A Lift vehicles	\$954,356	\$982,987	\$1,012,476	\$1,530,181	\$4,480,000	\$3,584,000	Secured Federal 5310 & Federal Regional funds (TRPC)	\$896,000	Planned federal formula funds (5310) & CRP/ STBG funds
5	IT1903	High Performance Transit-BRT "lite"- Corridor Program	\$2,000,000	\$4,500,000	\$4,500,000	\$4,500,000	\$15,500,000	\$12,400,000	Unsecured federal funding	\$3,100,000	Unsecured federal funding
6	IT2001	Alternative Fuel Infrastructure (Utility & Facility Site improvements for alt fuel fleet)	\$0	\$0	\$2,200,000	\$14,500,000	\$16,700,000	\$13,360,000	Anticipated competitive 5339 federal funds	\$3,340,000	Anticipated competitive 5339 federal funds
7	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 & Anticipated 5339 funding.	\$1,280,800	Regional Secured Federal Funds & Anticipated 5339 funding.
8	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
9	IT 2502	Smart Corridors	\$1,500,000	\$1,500,000	\$6,000,000	\$6,000,000	\$15,000,000	\$12,975,000	Unsecured potential state & federal funding	\$2,025,000	Unsecured potential state & federal funding
10	IT 2601	West Olympia Transit Facility	\$1,000,000	\$500,000.00	\$3,000,000	\$3,000,000	\$7,500,000	\$6,000,000	Unsecured federal funding	\$2,000,000	Unsecured competitive federal funding
11	IT 2702	Martin Way Park and Ride Access Improvements	\$0	\$500,000	\$1,000,000	\$1,000,000	\$2,500,000	\$2,000,000	Unsecured potential federal funding	\$500,000	Unsecured federal funding
12	IT 2701	Crosby Loop Improvements	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$6,000,000	\$4,800,000	Unsecured potential federal funding	\$500,000	Unsecured potential federal funding
13	IT 2704	Solar Proposal Project	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$6,000,000	\$4,800,000	Unsecured potential federal funding	\$500,000	Unsecured potential federal funding
14	IT 2703	Olympia Transit Center Rehabilitation (Planning, Design & Construction)	\$200,000	\$500,000	\$1,500,000	\$2,000,000	\$4,200,000	\$3,360,000	Unsecured potential federal & state funding	\$500,000	Unsecured potential federal funding
15	IT 2705	Hawk's Prairie Park & Ride Improvements	\$200,000	\$300,000	\$1,000,000	\$1,000,000	\$2,500,000	\$2,000,000	Unsecured potential federal & state funding		Unsecured potential federal & state funding
16	IT 2706	Lacey Transit Center Expansion	\$1,000,000	\$1,000,000	\$1,500,000	\$1,500,000	\$6,250,000	\$5,000,000	Unsecured potential state funding	\$1,250,000	Unsecured potential state funding
Total Federal Funded Projects			\$19,417,024	\$15,784,583	\$27,165,377	\$41,294,698	\$103,661,681	\$84,056,294		\$18,365,387	Secured and Estimated Federal and State 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.



NEWS RELEASE

For Immediate Release:

April 16, 2026

***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 2027-2030. Identifying projects in the local agency TIP is a requirement for the agency to utilize Federal funding.

The public comment period is April 16, 2026, through May 20, 2026, with a public hearing scheduled for May 20, 2026, at 5:30pm.

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

In addition to providing comment at the May 20, 2026, public hearing, the public may also submit their comments by 12 p.m. on May 20, 2026 by:

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

Further details concerning how to provide comments at the public hearing are posted on Intercity Transit's website at intercitytransit.com. The draft TIP details the agency's complete program of potentially federally funded projects for 2027-2030. 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 https://www.intercitytransit.com/sites/default/files/2026-04/Draft_2027-2030_TransportationImprovementProgram.pdf or by contacting the Grants Program Manager at 360-705-5808 or jgould@intercitytransit.com.

For More Information:
media@intercitytransit.com

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**. A voice recording of Rider News can be accessed at **360-705-5851**.

May 2026

Reminder: Service Change Goes Into Effect May 3

Our system redesign will go into effect on May 3. To help you prepare for these changes, schedules and maps are available online. You can now plan trips that will occur on or after May 3 using your favorite trip planning tool (e.g. Google Maps, Transit app, our [website trip planner](#)).

If you need additional assistance with trip planning, please contact our Customer Service team at 360-786-1881. And, if you need help learning the new system, our Travel Trainers are available by emailing traveltraining@intercitytransit.com or by calling 360-705-5879. Our Bus Buddy program offers one-on-one assistance for people who want a little extra help. Call the client intake line at 844-851-9380 to get started with a Bus Buddy. Like our bus service, these tools are available at no cost to you.

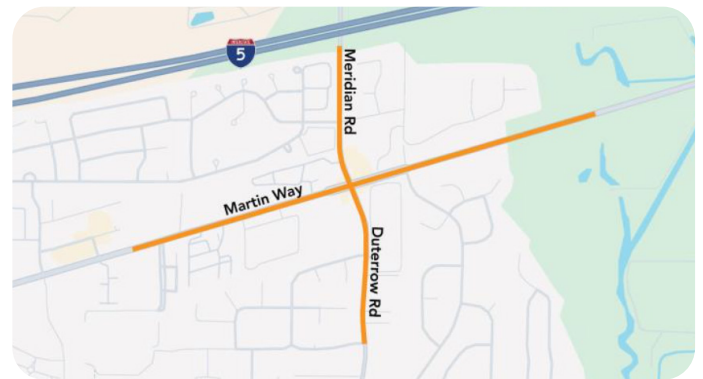
Over the coming weeks, our Facilities team will be working diligently to update signage and schedules at bus stops and transit centers across the system. If you notice that the schedule at your location has not yet been updated after the redesign, please refer to intercitytransit.com/routes or use your preferred trip planning tool for the most current details.

Thank you for your patience and understanding as we work to make your travel experience even better!

Memorial Day Service Reminder

Intercity Transit will operate on weekend schedules on Memorial Day, Monday, May 25. 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.

East Martin Gateway Project: Learn More and Take the Survey



The purpose of the East Martin Way Gateway Station Roundabout is to establish an integrated bus turnaround facility and station area at the intersection of east Martin Way and Meridian Road. The project will improve pedestrian safety, support Intercity Transit's operational needs, and serve current and future general purpose and freight traffic at this location. Martin Way connects some of the region's most ethnically, racially, and economically diverse neighborhoods to jobs, medical services, retail and recreation, park & ride facilities, and transit centers.

More information about this joint project between IT and Thurston County can be found on [our website](#). The project [Story Map](#) provides additional detail as well as a public survey.

Public Comment Invited on Annual Transportation Improvement Program (TIP)

Intercity Transit seeks comments from riders and the community on the proposed 2027-2030 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 began April 16, 2026, and ends May 20, 2026. A public hearing is scheduled for May 20, 2026, 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 through Teams video conference.

In addition to providing comment on the May 20, 2026 public hearing, you may also submit comments by 12 p.m. May 20, 2026, 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](https://www.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 2027-2030 TIP online at [intercitytransit.com/sites/default/files/2023-04/Draft-IntercityTransit_2027-2030-TIP.pdf](https://www.intercitytransit.com/sites/default/files/2023-04/Draft-IntercityTransit_2027-2030-TIP.pdf).

All written comments must be received by 12 p.m. on Wednesday, May 20, 2026, to be considered by the Intercity Transit Authority.

Great Olympia Bike Rodeo



Join our Walk N Roll program on Saturday, June 6 from 10 a.m. to 1 p.m. at Garfield Elementary School for the annual Great Olympia Bike Rodeo!

This free all-ages 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!

Thurston County Bicycle Community Challenge, May 1-31



Hop on your bike during the 39th Annual Bicycle Community Challenge! This month-long event is free, fun, and open to people of all ages and abilities within Thurston County. Whether you're commuting, running errands or riding just 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 as an individual or as part of a team to stay motivated, connect with others, and win great prizes along the way.

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

Log your rides between May 1 through May 31 to be entered into regular prize drawings.

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. 3-A
MEETING DATE: May 20, 2026

FOR: Intercity Transit Authority

FROM: Lynne Cunningham, Vanpool Manager, 564.233.9449

SUBJECT: Surplus Van Grant Program Recipients

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- 1) **The Issue:** Provide an update on Intercity Transit’s Surplus Van Grant program and award four surplus vanpool vehicles to 501 (c)(3) non-profit organizations within the Thurston County Public Transportation Benefit Area (PTBA).
-
- 2) **Recommended Action:** This is an informational item. No action is required.
-
- 3) **Policy Analysis:** The Surplus Van Grant program supports the Agency’s Strategic Plan goal to build, identify and implement innovative solutions that address mobility needs, access, and equity as a service provider and as an employer. Resolution 07-03 dedicates surplus vanpool vehicles for this use.
-
- 4) **Background:** On September 3, 2003, the Intercity Transit Authority adopted Resolution 07-03 creating the Surplus Van Grant program. The program makes surplus vanpool vehicles available annually to non-profit groups in the Thurston County PTBA to meet the transportation needs of customers not met by Intercity Transit’s fixed-route services. The Authority has granted 84 vans since the program began.

On January 21, 2026, staff requested and the Authority declared four specific vanpool vans as surplus. These vehicles exceeded their useful life, were fully depreciated, and had been replaced by new fleet assets. Following standard agency procedures, staff determined the vans were eligible to be granted to 501(C)(3) nonprofits or government agencies and conducted a competitive application and review process to determine the awardees.

The application review team, consisting of Operations Director Dena Withrow, Intercity Transit Authority Board member Wendy Goodwin, Kitsap Transit Vanpool Coordinator Tommy Fernandez, Senior Vanpool Coordinators Sharon Martin and Hauna Burke, and Vanpool Manager Lynne Cunningham, evaluated 19 applications received. Using selection criteria including community benefit, passenger trips provided, coordination of services and ability to maintain vehicle and service, the team agreed to award vehicles to the Boys & Girls Clubs of Thurston County, Wee Love Learning Early Learning Center, Innovations Human Trafficking Collaborative, and City Gates Ministries. All have worthy programs, demonstrate community benefits, and have the ability to comply with the requirements of the grant.

The surplus vanpool vehicles will be awarded to the selected organizations through the Intercity Transit Surplus Van Grant Program at the ITA meeting on May 20, 2026.

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

6) **Budget Notes:** The surplus van grant program will result in lost revenue to Intercity Transit from the sale of surplus vans. This is estimated average of \$6,750 per vehicle or a total of \$27,000 for four vehicles.

7) **Goal Reference:** **Goal #4:** *Provide responsive transportation options within financial and staffing limitations.* **Goal #5:** *Integrate equity and sustainability into all agency decisions and operations to lower social and environmental impact to enhance our community and support the Thurston County Regional Climate Mitigation Plan.* **Goal #7:** *Build partnerships to identify and implement innovative solutions that address mobility needs, access and equity as a service provider and as an employer.*

8) **References:** 2026 Van Grant Recipients

Boys & Girls Clubs of Thurston County (BGCTC) serves young people and families across nine Club locations in Olympia, Lacey, Tumwater, Yelm, Tenino, and Rochester. In 2025, BGCTC served 1,860 youth, including 1,375 registered members and 485 youth through community outreach. Most of the youth served are in kindergarten through fifth grade, and their members reflect the diversity of Thurston County, with 60% eligible for free or reduced-price lunch and 42% living in single-parent households. With a dedicated van, BGCTC will directly address unmet transportation needs by providing transportation for evening and weekend programs, college visits and career exploration events, and will support participation for youth who would otherwise be unable to attend community events.

Wee Love Learning Early Learning Center serves children from 1 month through 11 years of age, providing full-day childcare and early learning, and before and after school programs for school-age children. Wee Love Learning serves working families in Thurston County, including those using state childcare assistance (DSHS) and families requiring full day care due to employment schedules. A key operational gap is transportation as many families lack reliable transportation for consistent drop-off, pick-up, and participation in school-age programming. The van this group is receiving today will directly address this transportation need and be able to increase participation, reduce missed care days, and better serve working families across Thurston County to transport preschool and school-age children during the school year and summer programs. Total projected annual passenger trips: 10,888.

Innovations Human Trafficking Collaborative (IHTC) provides comprehensive services to survivors of sex and labor trafficking and individuals at high risk of exploitation throughout Thurston County. They serve a highly vulnerable population that includes survivors who are homeless or unstably housed, individuals exiting trafficking situations, youth and young adults, immigrants and refugees, and survivors experiencing poverty, trauma, and system involvement. Many individuals served do not have access to safe, reliable transportation. With the grant van, IHTC will expand its ability to safely transport survivors to essential services in Thurston County, reduce missed appointments caused by transportation barriers and allow staff to respond quickly to urgent situations, such as helping individuals who are actively exiting trafficking situations or who require immediate relocation to safe housing. IHTC projects approximately 4,368 passenger trips annually with the dedicated van.

City Gates Ministries has served Thurston County for 30 years through practical, relational support that stabilizes individuals and families across a wide range of circumstances. In 2025, City Gates served over 10,480 individuals, supported by more than 9,400 volunteer hours, and provided essential resources—including food, furniture, and housing stabilization—to thousands of households. With a 12-passenger van, City Gates Ministries will implement a coordinated transportation program providing medical and recovery transportation, employment and job training access, senior support and essential services, and youth and community programming. They anticipate 1,200-1,800 passenger trips annually to help ensure that no one is left without access to care, employment, or essential services.

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
April 15, 2026

CALL TO ORDER

Chair Cox called the meeting of the Intercity Transit Authority to order on April 15, 2026, at 5:30 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; Community Representative Wendy Goodwin; Labor Representative Mark Neuville; City of Tumwater Councilmember Eileen Swarthout; City of Olympia Councilmember Robert Vanderpool; Community Representative Justin Belk; City of Yelm Councilmember Brian Hess.

Members Excused: Thurston County Commissioner Carolina Mejia.

Staff Present: Emily Bergkamp; Pat Messmer; Jonathan Martin; Amanda Collins; Nicole Jones; Katie Cunningham; Heather Stafford; Dena Withrow; Jana Brown; Jeff Peterson; Matt Kenney; Nick Demerice; Peter Stackpole; Rob LaFontaine; Thera Black; Brian Nagel; Jason Aguero; Jessica Gould; Jonathon Yee; Nicky Upson; Ramon Beltran; Jesse Eckstrom; David Dudek; Alana Neal; Lyndzie Parker.

Others Present: Jeff Myers, Legal Counsel; Suzanne Simons, Community Advisory Committee; City of Tumwater Councilmember Kelly Von Holtz; Christina and Keith Blocker, Momentum Professional Strategy Partners; Rolf Boone, The Olympian.

INTRODUCTION OF RETREAT FACILITATORS

Bergkamp introduced Christina and Keith Blocker, principals of Momentum Professional Strategy Partners, who will facilitate the upcoming June Board Planning Retreat. The firm specializes in organizational strategy, change management, and facilitation for public agencies and nonprofits.

Momentum partnered with the agency in 2025 for a Senior Management Retreat. This resulted in the Charter for Change framework, which will be shared with the Board during the June retreat. They are currently working with WSDOT on a regional transportation initiative and have a portfolio including the ACLU of Washington and the WA State Department of Health.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

Meghan Hall of Olympia, who is a transit-dependent resident, expressed concerns regarding the proposed system redesign, specifically the removal of service along Division Street (formerly served by Route 41) connecting West Olympia to Downtown.

Key concerns Hall raised are:

Intercity Transit Authority Regular Meeting

April 15, 2026

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- Increased Travel Time: Hall's current 15-minute commute from downtown is projected to increase.
- New suggested routes involve walking along 20th Ave., which Hall identified as hazardous due to a steep hill, lack of sidewalks or shoulders, and poor visibility.
- Hall highlighted the new plan creates significant barriers for those with limited mobility or those carrying groceries/supplies, particularly during inclement weather or after dark.
- While acknowledging improvements elsewhere, Hall argued that because voters approved tax extensions to improve service decades-long "lifeline" routes should not be eliminated during a period of budget stability.

Hall urged the ITA to maintain direct service between downtown, Division Street, and Evergreen, and requested the Board remain open to negative feedback and be willing to adjust the redesign to ensure existing riders do not lose essential access.

APPROVAL OF CONSENT AGENDA

- A. **Minutes** - March 4, 2026, and March 18, 2026, Regular Meetings.
- B. **Payroll March: \$4,155,904.95**
 - Warrant Numbers: 45140; 45260-45261 in the amount of \$8,764.63
 - ACH Payments: \$4,147,140.32
- C. **Accounts Payable March: \$3,836,393.59**
 - Disbursed Warrants, Numbers: 45035-45139; 45141-45259; 45262-45323; totaling \$3,809,591.00
 - ACH Payments: \$26,802.59

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

SPECIAL AGENDA ITEM - Response to Public Concerns Regarding Route 41 Redesign

Councilmember Vanderpool acknowledged receiving significant feedback over the past week via direct emails, phone calls, and social media platforms (specifically citing Reddit and online petitions). He identified the primary community concern is the loss of direct access to downtown from the Division/Harrison intersection. Vanderpool clarified the specific operational change causing friction:

- Previous Route: At the intersection of Harrison and Division, the bus traditionally turned left to go directly downtown.
- Proposed Redesign: The bus would instead turn right toward the Capital Mall, transition into the 9X, and then head downtown.
- Impact: This change eliminates direct access and increases travel time, which Vanderpool noted is the "crux" of the public's dissatisfaction.

Vanderpool went on record with several questions he has posed to Bergkamp and Rob LaFontaine (Planning Deputy Director) to ensure transparency with the public:

- What are the specific barriers preventing the agency from implementing the full system redesign while keeping the Route 41 configuration as-is?

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- Could the system move forward with all other planned changes but allow the 41 to continue heading downtown (turning into the 9X there) rather than diverting to the mall first?
- He questioned the efficiency of having the bus sit at the mall for 5 to 10 minutes before proceeding downtown, rather than maintaining the direct line.

LaFontaine addressed the feasibility of maintaining the original Route 41 path while simultaneously launching the new system redesign. He identified three primary areas of concern:

- **Vehicle Availability:** The new service change has already designated specific bus resources; adding a retired route back into the mix would stress the existing fleet.
- **Labor Capacity:** Maintaining the extra route would exceed the current planned labor resources (drivers and support staff), potentially leading to staffing shortages.
- **Financial Strain:** Such an adjustment would create an unexpected financial burden for an undetermined period.

LaFontaine distinguished between short-term adjustments and indefinite service extensions:

- **Short-term:** The agency can typically absorb changes that last a few days or weeks in response to community emergencies.
- **Long-term:** "Standing up" a service slated for retirement on an indefinite basis is not currently viable from a resource perspective.

The Planning Department's stance is that making a significant route adjustment at this phase lacks operational viability. The transition requires commitment to the designated resources to ensure the stability of the overall system redesign.

Bergkamp sought to clarify Vanderpool's suggestion: specifically, whether the proposal involves having Route 32 turn left (toward downtown) and interline with the 9X at that point, rather than turning right toward the Capital Mall. Bergkamp identified a critical logistical challenge regarding the terminus point (the end of the line where buses turn around):

- **Terminal Requirements:** A designated location is required to safely turn buses around and manage scheduling "layovers."
- **Current Configuration:** The Capital Mall currently serves as the terminus point for the 9X on the West side.
- **Infrastructure Limitations:** Diverting the route away from the mall would remove access to this established infrastructure, creating a challenge for where the bus would physically end its line and transition between routes.

The discussion highlighted that changing the route is not merely a matter of a directional turn, but involves:

1. **Interlining Logic:** How different routes connect and transition into one another.
2. **Physical Infrastructure:** The necessity of having a safe, functional "end of the line" (terminus) to support the vehicles.

LaFontaine confirmed that Capital Mall is the currently designated terminus for the 9X before it interlines. He clarified his previous statement regarding resources. While maintaining two separate routes (the 32 and the 41) would cause immediate labor and fleet shortages, he emphasized that altering the alignment of a single planned route (Route 32) at this stage presents a systemic risk.

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He explained that bus routes are not isolated loops but are structurally "tied together" across the entire network. A bus operating on Route 32 is scheduled to transition into Route 76, which then connects to further routes upon reaching Lacey. Changing the path or timing of one route creates a "rapid dismantling" of the entire interconnected schedule. Due to this "domino effect," making a significant alignment adjustment weeks before implementation is deemed technically impractical.

LaFontaine provided a realistic window for addressing public feedback regarding Route 41:

- **September Service Change:** This is the next viable opportunity to implement substantive changes to the system design.
- **Immediate Action:** To meet the September deadline, the Planning Department will need to begin the redesign work and resource modeling immediately following the May launch.

The complexity of the bus "interlining" schedule means that changing Route 32 now would break connections as far away as Lacey. Staff recommends launching as planned in May and targeting the September cycle for corrections.

Vanderpool sought clarification on the specific mechanics of how current routes transition into new ones under the redesign. The core of the question focused on whether Route 41 is being directly replaced by the 9X, or if the 9X is composed of multiple incoming lines.

LaFontaine provided a technical breakdown of how the new routes connect. It was clarified that the 9X is a standalone express route running between Lacey and Capital Mall, but it is "interlined" with other routes to maintain continuous service.

The redesign redistributes the functions of current routes (41 and 48) into new designations:

Current Route	New Designation	Primary Path/Change
Route 48	Route 34 & 35	Serves the Evergreen campus and Cooper Point Rd; these buses then turn into the 9X at the terminus.
Route 41	Route 32	Maintains service on Division St but deviates to West Olympia/Capital Mall instead of continuing directly to Downtown.

Impact on Passengers

- **Evergreen Campus (Route 34):** Service will mimic the current Route 48 (Cooper Point Rd) before transitioning into the 9X.
- **Division Street (Route 32):** While the physical street remains served, the historic direct-to-downtown connection is replaced by a route that stays within the West Olympia area to facilitate the interlining system at the mall.

The 9X "package" is not a direct evolution of the 41. Instead, the 9X is supported by the 34 and 35. The 32 (the 41's successor) is designed to feed into the West Olympia transit hub rather than duplicating the express path taken by the 9X from the mall to downtown. The removal of the

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direct downtown path for the 41 (now 32) is a structural requirement of the new hub-and-spoke model centered at the Capital Mall.

Vanderpool asked why can't we use the downtown as the terminus rather than the mall?

LaFontaine provided historical context and the strategic "why" behind the replacement of legacy Route 41 with the new Route 32:

- **Legacy of Route 41:** While the 41 was once one of the busiest routes in the system during the mid-2000s, its performance has significantly declined. It currently ranks in the bottom half of ridership across the agency's portfolio.
- **The Circulator Strategy:** The new Route 32 is designed as a West Olympia circulator. Its primary objective is to help residents move within West Olympia more efficiently, rather than focusing solely on funneling passengers downtown.

The redesign was heavily influenced by feedback from the Olympia School District and advocates for low-income families:

- **Intra-Community Mobility:** Many residents struggle to reach local destinations (grocery stores, schools, medical appointments) that are geographically close but difficult to access with the current downtown-centric model.
- **Comprehensive Coverage:** Route 32 is part of a larger, integrated network meant to mobilize West Olympia residents in ways the current system does not allow.

LaFontaine acknowledged the tension between two different community needs:

1. **The New Goal:** Improving local mobility within West Olympia (supported by stakeholders like the School District).
2. **The Legacy Desire:** Maintaining direct, fast access to the downtown core (the primary concern of the public feedback).

LaFontaine clarified that while the intent of Route 32 is widely seen as "admirable," the agency faces a hard choice. Due to resource limitations, Intercity Transit cannot provide both the local circulator service and the direct downtown service on Division Street simultaneously. A choice had to be made to prioritize the comprehensive local redesign over the declining legacy route.

The shift from Route 41 to 32 represents a strategic move from a "commuter-to-downtown" model to a "local mobility" model, driven by declining ridership on the old route and high demand for local access.

Vanderpool asked for more details about what do you mean by resources. Is it the number of buses or staffing?

LaFontaine said Intercity Transit is currently capped by federal regulations regarding the number of spare vehicles permitted in the fleet. The current supply of buses is a major internal concern. The rigid federal spare ratio does not account for the breadth of Intercity Transit's community engagement and training needs, leaving the maintenance department with very little margin for error. LaFontaine indicated that the agency's size category makes the 20% mathematical limit particularly restrictive compared to much larger or smaller transit authorities.

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Vanderpool emphasized this is the final opportunity for the Board to deliberate before the scheduled changes take effect. The Board's next meeting in late May will occur after implementation. There is significant and concentrated pushback from residents on the West side of the service area. A petition garnered 156 signatures in only 48 hours, which is a remarkably high volume of engagement compared to the rest of the system. Despite recognizing many reasons not to, Vanderpool expressed interest in potentially delaying implementation to allow for further public comment and community conversation. Following consultation with staff, it was clarified that because the new system has already been approved, any reversal or significant modification would require a formal Board vote. Vanderpool cautioned that the controversy surrounding these changes is unlikely to dissipate quickly. He urged the Board to consider whether the current level of public outcry warrants a pause, stressing that the window for preventative action closes today.

Bergkamp emphasized the transit agency is in a state of constant iteration. Rather than viewing route plans as static, the planning team is actively monitoring performance and feedback to optimize service delivery. The team is specifically looking at "tweaking" the following elements to improve the rider experience:

- Time Points: Adjusting schedules to ensure better reliability and punctuality.
- Stop Locations: Evaluating the placement of bus stops to ensure they are serving the community effectively and safely.
- Route Optimization: Identifying specific adjustments needed to ensure routes serve the maximum number of people with the highest efficiency.

Bergkamp reassured the Board/public that leadership is "listening and paying attention" to community needs. There is a formal commitment to maintaining open lines of communication and continuing "ongoing conversations" to ensure transparency during the optimization process.

Councilmember Swarthout acknowledged herself as a new member of the Board and sought to clarify the procedural history and the timeline of the current transit redesign to better understand the agency's current position. She confirmed several key facts regarding the project's background. The transit plan is not a new or sudden development; it was officially voted on and approved by the Board several months ago and is the same one that has been in place since that vote. She acknowledged the efforts made by staff to ensure transparency and public awareness. Swarthout expressed satisfaction that the agency has made every attempt to inform the public about the upcoming changes.

Pierce addressed the public misconception that only Route 41 is being discontinued. She clarified the redesign involves a comprehensive renumbering of almost the entire system. She shared insights from a recent outreach event held at Evergreen College two weeks prior and students, faculty, and staff are beginning to understand the transition from old routes to new ones, and she emphasized that even Board members are personally impacted by these changes, noting her route 64 is changing. Pierce urged concerned citizens to provide specific operational feedback, such as direct Point A to Point B travel barriers, specific concerns regarding increased walking distances or timing gaps and detailed ridership issues that the planning team can analyze for future adjustments.

Chair Cox requested a summary of the specialized support Ambassadors and agency programs designed to assist the public during the upcoming service redesign. The goal is to provide

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hands-on help at transit centers and through remote channels to ease the transition for riders. Bergkamp outlined three primary human resource pillars available to help passengers navigate the new system:

- Travel Trainers are highly experienced specialists who teach riders how to use the bus system.
- Bus Buddies are volunteers or staff who physically ride the bus with individuals to help them gain confidence with new routes and schedules.
- Customer Service Representatives are available for in-person, or over-the-phone trip planning and are staffed seven days a week, 7 a.m. to 6 p.m.

Bergkamp acknowledged the automated online trip planner can be wonky, limited, and not perfect. Customer service staff can identify nuances and efficient connections that the software might miss. Staff can create personalized trip plans and email them directly to riders for their records. She encourages anyone whose commute or regular travel will change after May 3 to proactively contact customer service. Riders are urged to ask specifically for a guided trip plan to mitigate any confusion before the service change takes effect.

Vanderpool addressed the difficulty of public outreach in the public sector, noting that even with extensive effort, some stakeholders will remain unaware until the point of implementation. He brought forward direct feedback from constituents who feel the impact of the redesign is most acutely like non-drivers, residents with disabilities, and seniors – specifically those living on or near Division Street. While acknowledging the technical constraints explained by staff, he insists these specific community concerns remain a priority and not be buried by general system successes. He requested that when the Board reconvenes in September to evaluate the system, staff present concrete options for addressing the Division Street/Route 41 corridor issues. He emphasized the conversation with the community must continue, as the concerns are unlikely to dissipate simply because the new system has launched. Vanderpool validated the efforts of the communications team, noting that communication in government is extremely difficult and the current friction is not necessarily a sign of failure, but a natural byproduct of significant change.

Goodwin emphasized the importance of using concrete data to balance the narrative regarding the redesign. She highlighted two primary metrics that define the success of the expansion. A significant overall increase in the volume of service hours provided to the community and the physical expansion of the network into areas that previously lacked any transit access. Goodwin prompted the Board and public to consider what these metrics translate to in daily life. While acknowledging the "pain points" and "shifts" impacting specific community members, Goodwin framed the transition as a shared regional experience. She noted the net benefit of providing service to the broader population of Thurston County outweighs the individual discomfort of the reorganization.

Neuville shared his support for the system redesign while acknowledging the natural resistance to change. He's downplaying the progress made but highlighting a specific operational issue on the horizon that requires monitoring. For example, the increased complexity of transfers for passengers using wheelchairs or other mobility devices. Riders who previously had a direct route may now face multiple bus changes. He pointed out that each mobility device loading process takes several minutes.

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He confirmed these issues are being discussed internally and will be tracked during the initial rollout. He stated he remains open-minded and focused on overcoming these specific accessibility challenges once real-world data is available.

Bergkamp emphasized the success of the service redesign relies heavily on the frontline staff and formalized labor partnerships. The agency maintains monthly meetings with the ATU to address labor concerns regarding the transition. Bergkamp highlighted Operators as the agency's best sources of information. Beyond the standard fixed-route changes, Bergkamp noted a significant improvement for the disability community. The 15% increase in total service has geographically expanded the Dial-a-Lift service area. This change provides new transit options for individuals with limiting disabilities who cannot use standard fixed routes and rely exclusively on paratransit. She reaffirmed that while the new software and service area expansion will change a lot of dynamics, the agency remains receptive to future tweaks. There is a clear understanding that the initial rollout is the beginning, not the end, of the optimization process.

Vanderpool asked for clarification about the official channels for public feedback regarding proposed changes. He emphasized the importance of ensuring that community input is collected and compiled into the public record before the August/September deadline.

LaFontaine extended a standing invitation for members of the public to communicate with the department daily regarding any variety of issues. The public is encouraged to utilize existing formal channels, including the Customer Comment Module, direct interaction with Customer Service Representatives. LaFontaine emphasized the department is committed to accessibility, stating they will accept public comments in any fashion provided.

NEW BUSINESS

A. Accessibility Audit Contract. Procurement Manager, Katie Cunningham, presented the purchase of Accessibility Audit and related services from Anthro-Tech, Inc. Ensuring equitable access to digital services has become an organizational priority, driven by both legal requirements and a commitment to inclusive user experiences. Intercity Transit must bring all digital platforms, including websites, web content, and mobile applications, into compliance with the Department of Justice's new ADA "Web and Mobile Accessibility" rule, which requires all state and local governments to meet the Web Content Accessibility Guidelines (WCAG) 2.1 AA standards by April 26, 2027. To ensure full compliance and improve the accessibility of its digital platforms, Intercity Transit will engage Anthro-Tech, under competitively awarded DES Contract 16322, to evaluate current web content and mobile applications, identify accessibility gaps, and develop a prioritized remediation plan.

This project includes a full audit of all public facing digital assets, including websites, mobile applications, online tools, social media, notifications, and electronic documents, using both automated and manual testing methods. The final deliverables include a detailed evaluation report and a comprehensive remediation plan outlining actionable steps, priority levels, and best practice recommendations. This initiative strengthens Intercity Transit's commitment to equitable access, enhances the user experience for all riders, and ensures the agency's digital services meet modern accessibility standards.

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The total estimated cost for the required Accessibility Audit services, including sales tax, is \$168,005. This amount covers the web content evaluation and report, development of customer personas, remediation plan and timeline, training plan, project management and communication, remediation support, remediation verification, and creation of job-specific accessibility toolkits. To accommodate potential unforeseen needs, an approximate 20% contingency is included, bringing the total requested amount to \$201,606.

AnthroTech brings extensive experience supporting public agencies on accessibility and user centered design initiatives. Intercity Transit has had positive prior engagements with the firm and is confident that AnthroTech will deliver high quality, valuable services at fair and reasonable rates. Based on their proven expertise and past performance, Intercity Transit recommends approval of the award to AnthroTech.

It was M/S/A by Swarthout and Goodwin to authorize the General Manager, pursuant to Department of Enterprise Services (DES) Contract 16322, to purchase Accessibility Audit services from Anthro-Tech, Inc. in the amount of \$201,606, which includes a 20% contingency.

- B. Schedule 2027-2030 TIP Public Hearing.** Grants Program Manager, Jessica Gould, presented the Transportation Improvement Program. The draft 2027-2030 TIP is consistent with projects that are identified in Intercity Transit's long-range capital and budget planning documents including the *2025-2030 Transit Development Plan*, and the *2026-2031 Strategic Plan*. Both 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 2027-2030 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 vehicles 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 Performance Transit on major corridors.
- 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.

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- Martin Way Park-and-Ride Access Improvements.

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

- **April 15, 2026** – Brief ITA on proposed schedule and request Public Hearing Date.
- **April 16, 2026 – May 20, 2026** –Draft TIP is published & Public Comment period is open.
- **May 20, 2026** – Public Hearing on Draft TIP.
- **June 17, 2026** – Consideration of 2027-2030 TIP for adoption by the Authority.
- **June 18, 2026** – 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 20, 2026. 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 funding availability. An updated list of projects and estimated federal share will be available for the public following the adoption of the schedule and will be reviewed with the ITA at the April 15 regular meeting.

It was M/S/A by Goodwin and Pierce to schedule a public hearing for May 20, 2026, at 5:30 p.m. to receive public comment on the draft Intercity Transit 2027-2030 TIP.

- C. Interim Hydrogen Fueling Design Services.** Construction Projects Coordinator, Jonathan Martin, presented an agreement between the Department of Enterprise Services and Stantec Architecture & Engineering to provide design services for Intercity Transit's interim hydrogen fueling.

Intercity Transit's Zero Emissions goal is supported by two 2023–2025 biennium state grants—Green Transportation and Regional Mobility—which fund our hydrogen demonstration project. These grants purchased five coaches and are also funding the hydrogen fueling solution at the center of this agenda item.

In June 2025, Intercity Transit awarded Hyfluence a contract to build a hydrogen refueling station and ground storage system. This highly specialized infrastructure is a public works construction project that requires professional A&E services for design, permitting, and installation.

Stantec A&E is already under contract and has designed both the north and south parcel projects, offering valuable continuity and reduced project risk. A new contract with Stantec is needed to provide engineering design, coordination, and permitting support required for installing the Hyfluence hydrogen refueling station.

Proposed Action and Current Status:

This agenda item seeks authorization for the General Manager to direct the Department of Enterprise Services (DES) to execute an agreement with Stantec A&E. The scope includes

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design, bidding support, construction administration, and project close-out services for Intercity Transit's Interim Hydrogen Fueling project.

Fees were negotiated using the Washington State Office of Financial Management (OFM) Architect/Engineer guidelines. The total not-to-exceed cost for all project phases is \$250,000. Because these guidelines are the standard for state public works, staff consider this cost fair and reasonable and recommend approval.

It was M/S/A by Goodwin and Vanderpool to authorize the General Manager to have DES enter into an agreement with Stantec A&E to provide design services for the Interim Hydrogen Fueling, in an amount not to exceed \$250,000.

- D. **VMware Multiyear Agreement Approval.** Construction Projects Coordinator, Jeff Peterson, presented renewal of VMware licensing and maintenance agreement to continue to operate the virtual computing environment.

For over a decade, VMware has been the foundation of the agency's data center operations, supporting our servers, critical applications, storage, and disaster recovery systems. Historically Intercity Transit has been operating this software through annual commitments, however recent organizational changes increased costs and shifted commitments to mandatory multi-year terms. VMware remains essential to our operational stability and Intercity Transit does not have the capacity to pursue other options.

SHI offers the VMware software package under competitively awarded Omnia Partners IT Solutions cooperative contract 2024065-02, which Intercity Transit can utilize. Staff reviewed the pricing and believed it to be fair and reasonable and therefore recommend renewing VMware licensing and maintenance for a three-year term to ensure continued support, compliance, and uninterrupted delivery of essential services.

It was M/S/A by Pierce and Cox to authorize the General Manager, pursuant to Omnia Partners contract 2024056-02, to acquire VMware licensing and maintenance services from SHI in the amount of \$156,500 for a three-year term.

- E. **2025 Walk N' Roll Annual Report.** Walk N' Roll Program Supervisor, Kerri Wilson, said the Walk N' Roll program aims to increase independence, safety, and healthy lifestyles by making walking, biking, and public transit more accessible to the community. Wilson continued with key achievements and highlights
- Teens Biking to Destinations - Launched via a WSDOT grant (administered by Cascade Bicycle Club). The program provided safety education to 158 students and distributed brand-new bicycles, locks, and lights to those who completed the course.
 - Bicycle Mechanic Programs:
 - Filled a new permanent staff position to expand the bike shop's accessibility.
 - Hosted the first Youth Bike Mechanics summer camp; eight youth learned skills and took home refurbished bikes.
 - Held 10 maintenance classes (79 participants), including a new free monthly beginner series.

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- Partnered with Timberland Regional Library to offer bike maintenance kits for checkout at Olympia and Lacey branches.
- DIY Bike Repair - Launched a twice-monthly program where 72 participants received tools and guidance to repair their own bikes, reducing financial barriers to maintenance.
- Pedal It Forward & Bike Distribution:
 - Partnered with Thurston County to open a new donation site at the Waste and Recovery Center (356 bikes donated).
 - Distributed 180 refurbished bikes – a record-breaking increase over the previous high of 100.
 - Full Cycle Program: Provided 112 bikes to college students, refugees, and individuals seeking housing/employment.
- Educational Outreach:
 - Taught bike safety/maintenance to 52 students at Avanti High School and Envision Career Academy, including an overnight 45-mile camping trip.
 - Held Learn to Ride classes for 116 individuals (youth and adults).
 - Supported 52 Walk and Roll to school events across seven schools.
- Traffic Gardens:
 - Installed a permanent traffic garden at Chambers Prairie Elementary (the 7th in the county).
 - The Mobile Traffic Garden reached 2,352 youth across seven schools and various community events.
- Transit Education - Reached 571 youth through classroom visits and field trips, including the "Rolling Storytime" bus wash trips for preschoolers.

2025 Final Statistics

● Helmets Distributed	301
● Bicycles Distributed (New & Refurbished)	277
● Bike Maintenance Learners	443
● Transit Education Participants	767
● Bicycle Safety Skills Learners	2,644

Looking Ahead to 2026 & 2027

- BC Fest: A new bilingual bike rodeo at Lydia Hawke Elementary in May.
- Expanded Partnerships: New adult education opportunities with the Olympia Food Co-op.
- Adaptive Biking: Efforts underway to secure funding for adaptive bikes to increase program inclusivity.
- E-Bike Lending Library: A new grant-funded program for Intercity Transit employees.
- Growth: Funding secured to nearly double the "Teens Biking to Destinations" program by 2027.

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- The 4th Grade Olympia Bike Rodeo is scheduled for the first Saturday in June at Garfield Elementary.

COMMITTEE REPORTS

Thurston Regional Planning Council (April 3). Vanderpool noted significant public interest in extending the Woodland Trail expansion towards Lacey. He emphasized its value as a bike highway for inter-city travel separate from vehicle traffic. Council awarded \$786,000 in supplemental STBG and CRP funding to help the region meet its obligation target by June 30 and ensure the region is eligible for redistributed funding.

The four projects are:

- Yelm's Rhoton Road NW Reconstruction
- Thurston County's Chehalis Western Trail Preservation Phase 1
- Tenino's Tenino Trail Design
- Intercity Transit's Propane-Fueled Vans for Dial-A-Lift Service

Staff presented an overview of the 2026 Call for Projects to the Council, including the proposed funding approach, evaluation criteria updates, and overall process and schedule. The presentation highlighted approximately \$16 million in anticipated federal funding, including a set-aside for the Rural Community Support Program, and outlined regional priorities to guide project selection. Staff summarized proposed refinements to key evaluation criteria – Urban Centers and Corridors, Title VI/ADA and Barriers, Active Transportation, and Safety – based on prior feedback from the Transportation Policy Board and Technical Advisory Committee.

TRPC is looking to host a position previously state-managed focused on Target Zero Manager. This role uses behavioral science to reduce bicycle and pedestrian incidents to zero. Staff provided an overview of the Washington Traffic Safety Commission's Target Zero Manager program. The program looks at traffic safety through a behavioral lens. Staff are currently in contract negotiations to host the Target Zero Manager for the Thurston region at TRPC and expect to hire a new staff member to take on this role starting in October.

Staff provided an overview of the Regional Multimodal Level of Service project, including the draft problem statement, project goals, key concepts, project phases, and milestones. Staff will return to Council in July to begin discussing potential performance measures and integration options. The council is moving away from traditional car-centric "Level of Service" which prioritized road widening toward a system that considers bikes, buses, and pedestrians.

- A. Transportation Policy Board (April 8).** Belk said the Board appointed Doug McClanahan, a retired WSDOT employee, as the new business representative.

The Board is refining the scoring process for the "Call for Projects" to better align with current community vision and values. Updates aim to ensure "apples to apples" comparisons are more equitable, specifically ensuring transit and complete streets projects are scored fairly alongside traditional roadway projects. A subcommittee has been

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established to perform deep-dive reviews of project scoring. Vanderpool, representing the City of Olympia, will serve on this committee.

The Board approved the game plan for TRPC's federally funded activities for the upcoming year.

The Target Zero Coordinator position is transitioning from an external agency to be housed within TRPC. This move is expected to better integrate behavioral traffic safety into regional planning.

The Board is pursuing an amendment to its bylaws to increase the number of Community Representative seats, increasing the number of positions from two to three. The recent application cycle saw an overwhelming number of high-quality applicants. Expanding the seats allows the Board to tap into this talent pool immediately. Unlike elected officials who may change annually, community and business reps provide greater long-term continuity for the Board. A final vote on this change will occur at the next meeting.

The Board received a first review of the updated Public Participation Plan to ensure all TRPC activities remain in compliance with Title VI requirements regarding public outreach and equitable engagement. Further updates and final action will follow later this year.

Staff provided a legislative and funding update on state and federal priorities. The primary focus is "maintaining the status quo." Given the current fiscal climate and the short state legislative session, the priority is securing existing funding and ensuring projects already underway remain on track.

GENERAL MANAGER'S REPORT

- Bergkamp informed the ITA about the upcoming Interjurisdictional Conference. RCW 36.57A.055 governs the periodic review of the governing body's composition for Public Transportation Benefit Areas (PTBAs) in Washington State. Essentially, it ensures that as populations shift and areas are annexed, the Board remains representative of the communities it serves. To comply, Intercity Transit holds an Interjurisdictional Conference every four years with a special meeting held prior to the start of a regular meeting. Pat Messmer will coordinate the conference for 5 p.m. at the May 20 ITA meeting.
- Bergkamp will present recommendations to Link Transit's Board regarding their ADA paratransit service next week from a peer review she was a part of through the American Public Transportation Association.
- The Earth Day Market Ride returns for the 21st year on Saturday, April 18. Rides begin at designated starting locations around Thurston County and are led by Walk N' Roll staff and volunteers. Riders will make their way along pre-established routes to Heritage Park Fountain. At the fountain, there will be snacks and beverages, a prize drawing, a group photo, and a cheer. Then cyclists proceed to the Olympia Farmer's Market as one huge group where there is valet bike parking so they can enjoy the market. Full event details are available on the BCC website.

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- Bergkamp, ITA Member/Commissioner Mejia, Former ITA Member/Tumwater City Councilmember Kelly Von Holtz, Operations Deputy Director Cameron Crass, Fleet and Facilities Maintenance Director Jonathon Yee and Chief Communications and External Relations Officer Nick Demerice attended the American Public Transportation Association's Legislative Conference in Washington DC April 12-16. While there they visited with Senator's Murray and Cantwell, plus Congresswomen Strickland and Gluskamp-Perez to share appreciation of how their support of federal funding for transit provides services to our community. Each member of the group had an opportunity to attend these meetings to discuss the reauthorization of the surface transportation bill, the importance of maintaining the current levels of discretionary funding and share information about Intercity Transit's services. The group also discussed other pertinent issues facing our region and agency. Intercity Transit's Federal Advocate Dale Learn of Gordon Thomas Honeywell coordinated the various visits and works hard to maintain IT's relationship with our representatives when we can't be there.

AUTHORITY ISSUES

Neuville said continued efforts are being made to push the Amalgamated Transit Union (ATU) International in Washington, D.C., to secure funding for electric bike (e-bike) access on public transit. Neuville noted that current bus bike racks are not designed to accommodate the weight or dimensions of e-bikes, and he emphasized the need for technical research to determine how racks should be upgraded safely. He acknowledged the complexities involved in building a unified stance within the ATU regarding these upgrades and the associated operational changes.

Pierce said Rodeo season is underway, featuring three tiers of competition for transit operators and maintenance teams. The APTA International Rodeo is taking place May 16-17 in Salt Lake City, featuring 66 operators and 41 maintenance teams. The Regional Rodeo is scheduled for June 27-28. Volunteers and judges are needed. Interested parties can sign up via the QR code on the official poster available on the 2nd floor or via PDF.

The signup system provides an instant confirmation reply from the organizer, David Dudek. The State Rodeo is being hosted in Pierce County on August 8-9. The event coincides with the Washington State Transit Association conference in Tacoma. Winners from regional levels will advance to this competition.

Pierce said staff and volunteers have been conducting intensive community outreach to prepare riders for upcoming service changes. Outreach teams have been present at the Olympia Transit Center (OTC), Lacey Transit Center, The Evergreen State College, and the Farmer's Market. While QR codes and web tools are primary, staff are using physical laminated maps to assist riders who prefer not to use computers. A full list of outreach dates is available on the redesign website under the "Come Talk to Us" section.

Board members and volunteers are encouraged to assist at these events. Riders without computer access are encouraged to call Customer Service or use phone-based trip planners for assistance.

Goodwin commended the transit ambassadors for their hard work at terminals and platforms, providing community assistance through varying weather conditions. Recent booting and

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outreach were conducted at LTC by Goodwin and Lyndzie in Marketing. The use of laminated maps was noted as essential for durability in inclement weather.

Goodwin said Olympia Free Clinic is partnering with a new initiative to offer a meet and greet program on the buses to help patients navigate the system, particularly utilizing the extended hours of Route 26. An event at Hops n Drops in Lacey from 5 to 9 p.m. will benefit the Free Clinic.

Goodwin is participating in the review of 19 applications for the five surplus vans available to community organizations.

Goodwin said there is a continued, urgent request for a crosswalk at the Lacey Food Pantry. There's been positive feedback for the new bus stop at Ruddle and 32nd (Route 66). The straightaway location and dual-sided stops have significantly improved visibility and safety for riders and drivers.

Vanderpool voiced concerns from Operators regarding restroom access on the newly designed routes, ensuring that driver needs are prioritized in the schedule changes.

Vanderpool will attend the Earth Day Events and the event at Squaxin Park formerly Priest Point Park. Local cities are hosting various tree-planting and family-oriented activities.

Hess reflected on a recent visit to Anaheim, California, noting the efficiency of their diverse transit models (Express buses and high-frequency corridor routes). He expressed a desire to explore similar expansions for local service, pending driver availability and resources. He said discussions continue on the Tahoma Terra Development regarding the extension of the road to Highway 507. Hess intends to coordinate with the Public Service Department and developers to ensure the street terminus includes a turnaround radius sufficient for transit buses to facilitate future service to the area. The Board will review and approve the updated Comprehensive Plan (2025-2045) in two weeks. This document includes the critical Transportation Element that will guide regional infrastructure for the next 20 years.

Hess said there's a full calendar of events scheduled for Yelm City Park and the Community Center beginning in May - BBQ Festival, Yelm Prairie Days, and Jazz in the Park.

Belk expressed excitement regarding the completion of bus stops on new transit routes, specifically noting the personal benefit of a new stop located near his workplace.

Swarthout extended thanks to Pat Mesmer for arranging her new member's onboarding meeting with Bergkamp and for the staff's patience and engagement. She enjoyed a fun day getting to know the team and learning about operational details, such as the use of propane tanks for ride-share buses. She acknowledged the learning curve involved in mastering the various transit route numbers and locations.

Swarthout announced the Earth Day/ Arbor Day event at the Historical Park, starting at 10 a.m. She highlighted a volunteer challenge for middle and high school students to remove invasive species (English Ivy and blackberry bushes). The schools with the highest student turnout win prize money.

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Von Holtz (former ITA member) reported on her recent trip to attend the APTA Legislative Conference in Washington, D.C. She reported on a productive week in D.C. observing other transit agencies. She noted the trip provided valuable insights into the shared opportunities and challenges within the industry. Von Holtz expressed high praise for Bergkamp and her team, noting it was a joy to see them in action during the trip. She said Intercity Transit was well represented and remains a leader in the field.

Cox said the Lacey Spring Fun Fair is May 16 and 17 at Saint Martin's University. It's a family-friendly event featuring free entertainment, food, and various activities for children.

Cox announced the official opening of the College Street extension heading north from Martin Way to 15th Avenue, a long-awaited project completion. She advised the Board to stay alert as construction season begins, noting that new projects are starting to emerge across the city.

ADJOURNMENT

With no further business to come before the Authority, Chair Cox adjourned the meeting at 7:41 p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

Carolyn Cox, Chair

**Pat Messmer
Clerk of the Board**

Date Approved: May 20, 2026

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

**Intercity Transit
Payroll Disbursement List
April 2026**

Pay Periods:

PP08 (Mar 22 - Apr 4)

PP09 (Apr 5 - 18)

<u>Date</u>	<u>Payee</u>	<u>Amount</u>
4/10/2026 ACH	PR DIRECT DEPOSIT	1,374,147.48
4/10/2026 45380	PR PAPER CHECKS	2,771.63
4/10/2026 ACH	IRS	234,367.07
4/10/2026 ACH	HEALTH SAVING	606.00
4/10/2026 ACH	VANGUARD	203,934.72
4/10/2026 ACH	PERS	211,434.20
4/10/2026 ACH	DEF COMP	66,054.27
4/10/2026 ACH	MISSION SQUARE	48,344.69
4/10/2026 ACH	CHILD SUPPORT	2,877.61
4/10/2026 ACH	Oregon DOR	363.48
4/10/2026 ACH	PERS Split Month Rounding	0.04
4/17/2026 ACH	Oregon DOR (Q1 PFML)	344.86
4/24/2026 ACH	PR DIRECT DEPOSIT	1,377,886.37
4/24/2026	PR PAPER CHECKS	-
4/24/2026 ACH	IRS	230,281.10
4/24/2026 ACH	HEALTH SAVING	731.00
4/24/2026 ACH	VANGUARD	207,347.90
4/24/2026 ACH	PERS	213,243.35
4/24/2026 ACH	DEF COMP	66,932.81
4/24/2026 ACH	MISSION SQUARE	29,965.25
4/24/2026 ACH	CHILD SUPPORT	2,877.61
4/24/2026 ACH	Oregon DOR	363.48
4/27/2026 ACH	Q1 L&I Payment	573,731.10
4/29/2026 ACH	Aflac	17,228.50
Total Payroll Disbursements		4,865,834.52

**INTERCITY TRANSIT
A/P DISBURSEMENT LIST
APRIL 2026**

Check No.	Check Date	Vendor No.	Payee	Amount
45324	04/06/26	02060	AMERISAFE INC.	\$404.61
45325	04/06/26	02834	AVAAP USA LLC	\$30,118.18
45326	04/06/26	03604	BLACK LAKE TOWING LLC	\$383.95
45327	04/06/26	05937	CENTRALIA OK TIRE INC.	\$3,177.79
45328	04/06/26	06227	CLAIR BOURGEOIS	\$40.00
45329	04/06/26	07011	COURVAL SCHEDULING	\$9,000.00
45330	04/06/26	07220	CUMMINS INC.	\$916.05
45331	04/06/26	07350	CW JANITORIAL SERVICE LLC	\$50,819.39
45332	04/06/26	07683	DC WHEAT	\$40.00
45333	04/06/26	08036	DOBBS HEAVY DUTY HOLDINGS LLC	\$12,716.03
45334	04/06/26	08060	DON SMALL & SONS OIL DIST CO INC.	\$6,023.84
45335	04/06/26	08079	DRIVENTIC LLC	\$185.00
45336	04/06/26	08745	ELLIOTT AUTO SUPPLY CO INC.	\$156.06
45337	04/06/26	09662	FERRELLGAS LP	\$7,986.51
45338	04/06/26	10660	GILLIG LLC	\$3,355.77
45339	04/06/26	10759	GORDON TRUCK CENTERS INC	\$806.11
45340	04/06/26	10820	SOULIERE INC.	\$117.29
45341	04/06/26	11097	HART HEALTH AND SAFETY INC.	\$1,120.31
45342	04/06/26	11615	INDUSTRIAL HYDRAULICS INC.	\$36.82
45343	04/06/26	11831	INTRADO LIFE & SAFETY INC.	\$285.36
45344	04/06/26	12454	KASEYA US LLC	\$1,811.37
45345	04/06/26	13351	LAMAR TEXAS LIMITED PARTNERSHIP	\$750.00
45346	04/06/26	13759	MARGARET L. JANIS	\$200.00
45347	04/06/26	14160	MCMASTER-CARR SUPPLY CO.	\$355.39
45348	04/06/26	14590	MOHAWK MFG & SUPPLY CO.	\$156.90
45349	04/06/26	14750	MULLINAX FORD OF OLYMPIA LLC	\$3,338.28
45350	04/06/26	15216	NORTHWEST BUS SALES INC	\$1,555.84
45351	04/06/26	16252	ONSPOT OF NORTH AMERICA INC.	\$358.08
45352	04/06/26	16701	PEAK INDUSTRIAL INC.	\$449.60
45353	04/06/26	16765	PETROCARD INC.	\$103,258.30
45354	04/06/26	16874	PITNEY BOWES BANK INC.	\$1,500.00
45355	04/06/26	17255	PUBLIC UTILITY DIST #1 OF THURSTON COUNT	\$342.48
45356	04/06/26	17388	QUALITY COLLISION PACIFIC NORTHWEST LLC	\$1,372.61
45357	04/06/26	17391	QUALITY MUFFLER & BRAKE	\$589.38
45358	04/06/26	17420	R&R TIRE COMPANY INC.	\$3,277.53
45359	04/06/26	17505	RAINIER DODGE INC.	\$169.69
45360	04/06/26	17560	ROMAINE ELECTRIC CORP.	\$3,574.00
45361	04/06/26	17580	PERFORMANCE SEATS CLINTON INC.	\$235.08
45362	04/06/26	17724	ROBERT HALF INC.	\$11,043.20
45363	04/06/26	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$571.17
45364	04/06/26	18066	SHI INTERNATIONAL CORP.	\$67,803.32
45365	04/06/26	18145	SIX ROBBLEES' INC.	\$3.41
45366	04/06/26	18469	SPORTWORKS GLOBAL LLC	\$179.94
45367	04/06/26	18530	STANDARD PARTS CORP.	\$0.00
45368	04/06/26	18530	STANDARD PARTS CORP.	\$2,124.52
45369	04/06/26	18745	RANGER PUBLISHING CO. INC.	\$2,080.00
45370	04/06/26	21950	TITUS-WILL CHEVROLET	\$86.85

45371	04/06/26	22089	TRANSIT HOLDING INC.	\$5,222.48
45372	04/06/26	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$0.00
45373	04/06/26	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$0.00
45374	04/06/26	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$0.00
45375	04/06/26	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$0.00
45376	04/06/26	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$160,991.96
45377	04/06/26	24000	W. W. GRAINGER INC.	\$687.60
45378	04/06/26	24755	WA ST HEALTH CARE AUTHORITY	\$1,812,619.81
45379	04/06/26	25560	WASHINGTON STATE TRANSIT ASSOCIATION	\$163.20
45381	04/13/26	01298	ACCESS INFORMATION INTERMEDIATE HOLDINGS	\$3,585.68
45382	04/13/26	01309	ACCURATE EMPLOYMENT SCREENING LLC	\$2,768.44
45383	04/13/26	01805	AM BRANAM TOOLS INC.	\$117.23
45384	04/13/26	01885	A-L-S AMERICAN LANDSCAPE SERVICES LLC	\$13,406.31
45385	04/13/26	01895	ECOLUBE RECOVERY LLC	\$643.42
45386	04/13/26	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$407.79
45387	04/13/26	03247	BAUS SYSTEMS LLC	\$4,215.44
45388	04/13/26	03747	BONACO INC	\$519.70
45389	04/13/26	03754	BOSTON HARBOR SERVICES INC.	\$2,802.25
45390	04/13/26	04120	BUILDERS' HARDWARE & SUPPLY CO INC.	\$176.79
45391	04/13/26	05320	CAPITOL CITY PRESS INC	\$20,676.34
45392	04/13/26	06013	CINTAS CORPORATION NO. 3	\$1,146.22
45393	04/13/26	06040	CITY OF LACEY	\$1,465.39
45394	04/13/26	07220	CUMMINS INC.	\$1,658.84
45395	04/13/26	07640	DAY MANAGEMENT CORP	\$596.22
45396	04/13/26	07869	DEPENDABLE COURIER SERVICE LLC	\$664.27
45397	04/13/26	08036	DOBBS HEAVY DUTY HOLDINGS LLC	\$674.65
45398	04/13/26	08643	EFP ADMIN LLC	\$1,067.87
45399	04/13/26	08745	ELLIOTT AUTO SUPPLY CO INC.	\$321.16
45400	04/13/26	09180	EXPRESS SERVICES INC	\$8,045.85
45401	04/13/26	09235	ERGOFIT CONSULTING INC.	\$1,430.00
45402	04/13/26	09662	FERRELLGAS LP	\$9,414.45
45403	04/13/26	10008	FOUR SEASONS CONCRETE CONSTRUCTION LLC	\$128,343.40
45404	04/13/26	10477	GALLS PARENT HOLDINGS LLC	\$2,400.35
45405	04/13/26	10660	GILLIG LLC	\$11,091.90
45406	04/13/26	10759	GORDON TRUCK CENTERS INC	\$728.27
45407	04/13/26	11310	HOGAN MFG. INC.	\$67.54
45408	04/13/26	11482	HYFLUENCE SYSTEMS CORP.	\$852,330.08
45409	04/13/26	11905	JANEK CORPORATION - THE	\$3,621.45
45410	04/13/26	11930	JERRY'S AUTOMOTIVE & TOWING INC.	\$406.26
45411	04/13/26	11933	JESSE ORNDORFF	\$356.85
45412	04/13/26	11943	JOANNA GRIST	\$2,000.00
45413	04/13/26	12665	KGY INC.	\$2,500.00
45414	04/13/26	12825	KIRK'S AUTOMOTIVE INC.	\$6,887.50
45415	04/13/26	13701	LUMINATOR TECHNOLOGY GROUP GLOBAL LLC	\$2,604.68
45416	04/13/26	14405	MICHAEL G. MALAIER TRUSTEE	\$1,783.38
45417	04/13/26	14499	MINITUBISHI ELECTRIC US INC.	\$988.20
45418	04/13/26	14750	MULLINAX FORD OF OLYMPIA LLC	\$1,813.67
45419	04/13/26	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$357.39
45420	04/13/26	15216	NORTHWEST BUS SALES INC	\$838.53
45421	04/13/26	16623	PALAMERICAN SECURITY INC.	\$103,226.84
45422	04/13/26	16765	PETROCARD INC.	\$110,128.50
45423	04/13/26	17123	PREMIER TOWING & TRANSPORT LLC	\$671.91
45424	04/13/26	17290	PUGET SOUND ENERGY	\$12,884.76
45425	04/13/26	17505	RAINIER DODGE INC.	\$402.22
45426	04/13/26	17724	ROBERT HALF INC.	\$6,062.72

45427	04/13/26	17792	ROUSH CLEANTECH LLC	\$85.82
45428	04/13/26	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$294.15
45429	04/13/26	18101	SIJ HOLDINGS LLC	\$871.80
45430	04/13/26	18145	SIX ROBBLEES' INC.	\$48.86
45431	04/13/26	18530	STANDARD PARTS CORP.	\$1,002.58
45432	04/13/26	18893	TEC EQUIPMENT INC.	\$436.56
45433	04/13/26	21655	THE W.W. WILLIAMS COMPANY LLC	\$83.16
45434	04/13/26	21659	THERMO KING NORTHWEST INC.	\$6,500.00
45435	04/13/26	21950	TITUS-WILL CHEVROLET	\$85.15
45436	04/13/26	22010	ROTTERS INC.	\$598.15
45437	04/13/26	22089	TRANSIT HOLDING INC.	\$7,788.34
45438	04/13/26	23635	UNITED RENTALS (NORTH AMERICA INC.)	\$444.20
45439	04/13/26	23800	VESTIS GROUP INC.	\$1,241.83
45440	04/13/26	25909	WEX BANK	\$50,133.66
45441	04/20/26	01805	AM BRANAM TOOLS INC.	\$127.80
45442	04/20/26	01855	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$4,198.06
45443	04/20/26	02828	AVAIL TECHNOLOGIES INC	\$177.43
45444	04/20/26	02834	AVAAP USA LLC	\$11,475.00
45445	04/20/26	05320	CAPITOL CITY PRESS INC	\$1,285.48
45446	04/20/26	05937	CENTRALIA OK TIRE INC.	\$675.08
45447	04/20/26	05975	CHERRY D. GILBERT	\$1,784.25
45448	04/20/26	06013	CINTAS CORPORATION NO. 3	\$1,632.18
45449	04/20/26	06216	CHRISTENSEN INC.	\$2,172.85
45450	04/20/26	06610	COMMERCIAL BRAKE & CLUTCH INC.	\$5,617.74
45451	04/20/26	07220	CUMMINS INC.	\$293.08
45452	04/20/26	07619	DAVID S FOSTER	\$2,000.00
45453	04/20/26	08036	DOBBS HEAVY DUTY HOLDINGS LLC	\$1,896.84
45454	04/20/26	08487	DYNAMIC COLLECTORS INC.	\$537.56
45455	04/20/26	09662	FERRELLGAS LP	\$6,133.33
45456	04/20/26	09961	FORMA CONSTRUCTION COMPANY	\$833,969.49
45457	04/20/26	10251	FRUITION GROWTH LLC	\$2,085.00
45458	04/20/26	10621	BOYD GROUP (U.S.) INC. - THE	\$4,740.64
45459	04/20/26	10660	GILLIG LLC	\$7,233.78
45460	04/20/26	10758	GORDON THOMAS HONEYWELL LLP	\$8,000.00
45461	04/20/26	10759	GORDON TRUCK CENTERS INC	\$50.17
45462	04/20/26	12825	KIRK'S AUTOMOTIVE INC.	\$2,593.50
45463	04/20/26	13440	LAW LYMAN DANIEL KAMERRER BOGDANOVICH PS	\$2,694.00
45464	04/20/26	13701	LUMINATOR TECHNOLOGY GROUP GLOBAL LLC	\$88.64
45465	04/20/26	13753	MANDARICH LAW GROUP LLP	\$2,322.30
45466	04/20/26	13886	MATERIALS TESTING & CONSULTING INC.	\$427.50
45467	04/20/26	13893	MAUL FOSTER & ALONGI INC.	\$6,543.75
45468	04/20/26	14381	METROPOLITAN LIFE INSURANCE COMPANY	\$13,858.43
45469	04/20/26	14590	MOHAWK MFG & SUPPLY CO.	\$187.80
45470	04/20/26	14750	MULLINAX FORD OF OLYMPIA LLC	\$1,025.82
45471	04/20/26	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$744.57
45472	04/20/26	15216	NORTHWEST BUS SALES INC	\$94.05
45473	04/20/26	15585	OLYMPIA FOOD CO-OP	\$260.00
45474	04/20/26	16302	O'REILLY AUTO ENTERPRISES	\$99.90
45475	04/20/26	16490	HAROLD LEMAY ENTERPRISES	\$967.73
45476	04/20/26	16701	PEAK INDUSTRIAL INC.	\$2,610.26
45477	04/20/26	16765	PETROCARD INC.	\$48,873.79
45478	04/20/26	17505	RAINIER DODGE INC.	\$113.49
45479	04/20/26	17724	ROBERT HALF INC.	\$6,062.72
45480	04/20/26	17746	ROBIN LUCAS	\$658.80
45481	04/20/26	17819	RWC INTERNATIONAL LTD	\$1,263.62

45482	04/20/26	17824	S & A SYSTEMS INC	\$2,642.89
45483	04/20/26	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$381.20
45484	04/20/26	18066	SHI INTERNATIONAL CORP.	\$15,216.51
45485	04/20/26	18099	SIERRA TRANSPORTATION & TECHNOLOGIES LLC	\$443,344.96
45486	04/20/26	18530	STANDARD PARTS CORP.	\$5,413.57
45487	04/20/26	18540	STANTEC CONSULTING SERVICES INC	\$88,274.34
45488	04/20/26	18705	SUNBELT RENTALS INC.	\$20.67
45489	04/20/26	18752	SWIFTLY INC.	\$17,578.09
45490	04/20/26	18876	TAYCON LLC	\$43,946.57
45491	04/20/26	21645	THE EVERGREEN STATE COLLEGE	\$2,691.60
45492	04/20/26	21790	THURSTON COUNTY PUBLIC WORKS	\$59.57
45493	04/20/26	21950	TITUS-WILL CHEVROLET	\$651.91
45494	04/20/26	22089	TRANSIT HOLDING INC.	\$32.94
45495	04/20/26	22100	TRANSIT SOLUTIONS LLC	\$96,733.52
45496	04/20/26	24000	W. W. GRAINGER INC.	\$449.37
45497	04/20/26	24140	WA ST DEPARTMENT OF ENTERPRISE SERVICES	\$1,945.61
45498	04/20/26	24741	WA ST EMPLOYMENT SECURITY DEPARTMENT	\$154,700.51
45499	04/20/26	24744	WA ST EMPLOYMENT SECURITY DEPARTMENT	\$65,687.49
45500	04/20/26	25560	WASHINGTON STATE TRANSIT ASSOCIATION	\$162.90
45501	04/20/26	25673	WSP USA INC.	\$15,706.57
45280	04/20/26	09961	FORMA CONSTRUCTION COMPANY - VOID	(\$817,934.43)
45502	04/27/26	01567	CANON FINANCIAL SERVICES INC.	\$4,761.27
45503	04/27/26	01780	AMALGAMATED TRANSIT UNION 1765	\$33,626.12
45504	04/27/26	03103	BARGREEN ELLINGSON INC.	\$21,805.87
45505	04/27/26	03631	BLUETRITON BRANDS INC.	\$389.84
45506	04/27/26	03747	BONACO INC	\$1,217.44
45507	04/27/26	05933	CENTER FOR TRANSPORTATION AND THE ENVIRO	\$4,118.69
45508	04/27/26	05937	CENTRALIA OK TIRE INC.	\$304.84
45509	04/27/26	06013	CINTAS CORPORATION NO. 3	\$585.56
45510	04/27/26	06045	CITY OF LACEY	\$284.00
45511	04/27/26	06080	CITY OF OLYMPIA	\$1,000.00
45512	04/27/26	06120	CITY OF OLYMPIA	\$1,633.81
45513	04/27/26	06216	CHRISTENSEN INC.	\$2,160.15
45514	04/27/26	06610	COMMERCIAL BRAKE & CLUTCH INC.	\$2,824.18
45515	04/27/26	07220	CUMMINS INC.	\$5,865.47
45516	04/27/26	07640	DAY MANAGEMENT CORP	\$369.00
45517	04/27/26	08036	DOBBS HEAVY DUTY HOLDINGS LLC	\$0.00
45518	04/27/26	08036	DOBBS HEAVY DUTY HOLDINGS LLC	\$10,304.84
45519	04/27/26	08643	EFP ADMIN LLC	\$1,067.87
45520	04/27/26	08745	ELLIOTT AUTO SUPPLY CO INC.	\$124.86
45521	04/27/26	09180	EXPRESS SERVICES INC	\$5,357.62
45522	04/27/26	09662	FERRELLGAS LP	\$8,190.76
45523	04/27/26	09961	FORMA CONSTRUCTION COMPANY	\$1,031,920.15
45524	04/27/26	10477	GALLS PARENT HOLDINGS LLC	\$3,496.36
45525	04/27/26	10660	GILLIG LLC	\$15,146.80
45526	04/27/26	10759	GORDON TRUCK CENTERS INC	\$747.78
45527	04/27/26	11615	INDUSTRIAL HYDRAULICS INC.	\$83.33
45528	04/27/26	11831	INTRADO LIFE & SAFETY INC.	\$285.36
45529	04/27/26	11915	JARRETT WALKER & ASSOCIATES LLC	\$49,687.72
45530	04/27/26	11933	JESSE ORNDORFF	\$2,030.19
45531	04/27/26	12458	KAUFMAN REAL ESTATE LLC	\$9,890.06
45532	04/27/26	12875	KPFF CONSULTING ENGINEERS INC	\$7,084.05
45533	04/27/26	13886	MATERIALS TESTING & CONSULTING INC.	\$617.50
45534	04/27/26	14405	MICHAEL G. MALAIER TRUSTEE	\$1,783.38
45535	04/27/26	14750	MULLINAX FORD OF OLYMPIA LLC	\$656.79

45536	04/27/26	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$1,047.80
45537	04/27/26	15216	NORTHWEST BUS SALES INC	\$200.13
45538	04/27/26	15255	NORTHWEST PUMP & EQUIPMENT CO.	\$983.81
45539	04/27/26	16302	O'REILLY AUTO ENTERPRISES	\$110.45
45540	04/27/26	16699	PBS ENGINEERING AND ENVIRONMENTAL LLC	\$575.00
45541	04/27/26	16701	PEAK INDUSTRIAL INC.	\$1,283.25
45542	04/27/26	16706	PERFORMANCE VALIDATION INC.	\$2,895.00
45543	04/27/26	16765	PETROCARD INC.	\$213,552.70
45544	04/27/26	17290	PUGET SOUND ENERGY	\$3,259.23
45545	04/27/26	17388	QUALITY COLLISION PACIFIC NORTHWEST LLC	\$759.82
45546	04/27/26	17724	ROBERT HALF INC.	\$6,062.72
45547	04/27/26	17792	ROUSH CLEANTECH LLC	\$2,803.20
45548	04/27/26	17900	SCHETKY NORTHWEST SALES INC.	\$162.68
45549	04/27/26	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$324.98
45550	04/27/26	18099	SIERRA TRANSPORTATION & TECHNOLOGIES LLC	\$2,495.53
45551	04/27/26	18145	SIX ROBBLEES' INC.	\$19.76
45552	04/27/26	18530	STANDARD PARTS CORP.	\$5,928.12
45553	04/27/26	21655	THE W.W. WILLIAMS COMPANY LLC	\$1,248.40
45554	04/27/26	21659	THERMO KING NORTHWEST INC.	\$6,500.00
45555	04/27/26	22010	ROTTERS INC.	\$2,089.33
45556	04/27/26	22089	TRANSIT HOLDING INC.	\$9,036.17
45557	04/27/26	23740	USSC ACQUISITION CORP	\$1,824.35
45558	04/27/26	23800	VESTIS GROUP INC.	\$1,147.84
45559	04/27/26	24140	WA ST DEPARTMENT OF ENTERPRISE SERVICES	\$803.25
45560	04/27/26	24640	WA ST DEPT OF TRANSPORTATION	\$108.68
45561	04/27/26	25560	WASHINGTON STATE TRANSIT ASSOCIATION	\$3,027.53
45562	04/27/26	25673	WSP USA INC.	\$12,677.14
45563	04/27/26	26710	ZILLA CORPORATION	\$8,858.50
45564	04/29/26	16623	PALAMERICAN SECURITY INC.	\$199,128.10
ACH	04/01/26		AUTHORIZE.NET	\$257.47
ACH	04/10/26		BUTTERTON DAVID	\$240.00
ACH	04/10/26		DENICOLA JANE	\$53.00
ACH	04/10/26		DOANE PETER	\$53.00
ACH	04/10/26		IT PROJECT ASSISTANCE	\$855.00
ACH	04/10/26		IT WELLNESS	\$813.00
ACH	04/10/26		LY KATHLEENA	\$90.92
ACH	04/10/26		MATESKI SEAN	\$60.00
ACH	04/10/26		MEIERHOFF AMY	\$369.20
ACH	04/10/26		PARKER MATTHEW	\$17.00
ACH	04/10/26		PARKER RONALD	\$53.00
ACH	04/10/26		SIGMON JR RAY	\$320.00
ACH	04/10/26		UPSON NICOLA J	\$635.88
ACH	04/17/26		FONSECA RENEE E.	\$53.00
ACH	04/17/26		INTERNATIONAL ASSOCIATION OF MACHINISTS	\$2,418.74
ACH	04/17/26		LEMAY IZABEL	\$24.00
ACH	04/17/26		PARISI ALENA	\$138.00
ACH	04/17/26		PHILLIPS KAYLA	\$1,508.44
ACH	04/24/26		AGUERO JASON	\$2,490.38
ACH	04/24/26		AGUERO JASON F	\$2,469.01
ACH	04/24/26		BELL JOE	\$133.50
ACH	04/24/26		HOUX BRENDEN	\$344.00
ACH	04/24/26		CHAFFEE DAVID	\$140.65
ACH	04/24/26		DENICOLA JANE	\$41.00
ACH	04/24/26		DREW DAVID L.	\$72.50
ACH	04/24/26		DUDEK DAVID	\$590.00

ACH	04/24/26	FONSECA RENEE E.	\$41.00
ACH	04/24/26	MARTIN JONATHAN	\$344.00
ACH	04/24/26	PARKER MATTHEW	\$85.00
ACH	04/24/26	REINHARDT BRYCE	\$274.15
ACH	04/24/26	REVEL KENNY	\$691.27
ACH	04/24/26	REVEL STACI A.	\$926.10
ACH	04/24/26	SHEA ADAM	\$130.75
ACH	04/24/26	SOTO ALEJANDRO	\$2,357.84
ACH	04/24/26	WICKSTROM CORBIN	\$140.65
ACH	04/24/26	YEE JONATHON	\$274.15
ACH	04/27/26	BAIR ALYSIA	\$155.00
ACH	04/27/26	CHAMBERS JAMES	\$138.00
ACH	04/27/26	CRASS CAMERON	\$369.95
ACH	04/27/26	DEPARTMENT OF REVENUE	\$4,823.02
ACH	04/27/26	IT PROJECT ASSISTANCE	\$873.00
ACH	04/27/26	IT WELLNESS	\$833.00
ACH	04/27/26	TISHA MONTGOMERY	\$800.00
ACH	04/27/26	MORRISON MELISSA	\$5.00
ACH	04/27/26	SWARTOS TERRY	\$138.00
ACH	04/27/26	YEE JONATHON	\$486.50

\$6,584,221.02

**INTERCITY TRANSIT AUTHORITY
CONSENT AGENDA ITEM NO. 5-D
MEETING DATE: May 20, 2026**

FOR: Intercity Transit Authority

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

SUBJECT: General Surplus Property

-
- 1) **The Issue:** Whether to declare property as surplus.
-
- 2) **Recommended Action:** Declare the items listed in Exhibit A as surplus.
-
- 3) **Policy Analysis:** Resolution No. 04-2020 states the Authority must declare property valued at over \$5,000 as surplus to our needs prior to disposition. As a collective group, the items listed in Appendix A are valued at over \$5,000.
-
- 4) **Background:** Staff is requesting the Authority declare the items listed in Exhibit A as surplus. This list includes various items from the Facilities, Information Systems, and Inventory departments, which are surplus to our needs. Once declared as surplus these items will be offered for direct purchase by other public agencies, and items not sold in this manner will be either sold competitively through public auction, provided to DES surplus, or scrapped. The total value of the items listed in Exhibit A is estimated at \$29,826.52.
-
- 5) **Alternatives:**
- A. Declare these items as surplus. Staff determined there is no longer a need to retain these items.
 - B. Defer action. Storage availability on-site and off-site storage costs are an issue.
-
- 6) **Budget Notes:** Funds generated by the sale of surplus are deposited in the Intercity Transit cash account.
-
- 7) **Goal Reference:** **Goal No. 3:** *"Maintain a safe and secure operating system."*
-
- 8) **References:** Exhibit A - General Surplus - May 2026

**EXHIBIT A
GENERAL SURPLUS PROPERTY - MAY 2026**

INFORMATION SYSTEMS DEPARTMENT

Item	Description	Serial / Part #	Qty	Est. Fair Market Unit Value	Est. Total Value
1	Dell Latitude 7490 (No H/D)	F9190N2	1	\$100.00	\$100.00
2	Dell Latitude 7490 (No H/D)	CNY80N2	1	\$100.00	\$100.00
3	Dell Latitude 7490 (No H/D)	4PKQSQ2	1	\$100.00	\$100.00
4	Dell Latitude 7490 (No H/D)	5XQQSQ2	1	\$100.00	\$100.00
5	Dell Latitude 7490 (No H/D)	HBZCRV2	1	\$100.00	\$100.00
6	Dell Latitude 7490 (No H/D)	1QWDRV2	1	\$100.00	\$100.00
7	Dell Latitude 7490 (No H/D)	H8ZCRV2	1	\$100.00	\$100.00
8	Dell Latitude 7490 (No H/D)	4GJDRV2	1	\$100.00	\$100.00
9	Dell Latitude 7490 (No H/D)	G7ZCRV2	1	\$100.00	\$100.00
10	Dell Latitude 5591 (No H/D)	HMR8RV2	1	\$125.00	\$125.00
11	Dell Latitude 7400 (No H/D)	F7YS3Z2	1	\$120.00	\$120.00
12	Dell Latitude 7400 (No H/D)	66NS3Z2	1	\$120.00	\$120.00
13	Dell Latitude 7400 (No H/D)	3LPV3Z2	1	\$120.00	\$120.00
14	Dell Latitude 7400 (No H/D)	83NS3Z2	1	\$120.00	\$120.00
15	Dell Latitude 7400 (No H/D)	9QKT4Y2	1	\$120.00	\$120.00
16	Dell Latitude 7400 (No H/D)	CBJX4Y2	1	\$120.00	\$120.00
17	Dell Latitude 7400 (No H/D)	BP4Y4Y2	1	\$120.00	\$120.00
18	Dell Latitude 7400 (No H/D)	C4JX4Y2	1	\$120.00	\$120.00
19	Dell Latitude 7400 (No H/D)	8P8Y4Y2	1	\$120.00	\$120.00
20	Dell Latitude 7400 (No H/D)	19DX4Y2	1	\$120.00	\$120.00
21	Dell Latitude 7400 (No H/D)	4CDX4Y2	1	\$120.00	\$120.00
22	Dell Latitude 7400 (No H/D)	HN8Y4Y2	1	\$120.00	\$120.00
23	Dell Latitude 7400 (No H/D)	G6JX4Y2	1	\$120.00	\$120.00
24	Dell Latitude 7400 (No H/D)	DQ8Y4Y2	1	\$120.00	\$120.00
25	Dell Latitude 7400 (No H/D)	9Q8Y4Y2	1	\$120.00	\$120.00
26	Dell Latitude 7400 (No H/D)	29JX4Y2	1	\$120.00	\$120.00
27	Dell Latitude 7400 (No H/D)	5R8Y4Y2	1	\$120.00	\$120.00
28	Dell Latitude 7400 (No H/D)	6ZNX4Y2	1	\$120.00	\$120.00
29	Dell Latitude 7400 (No H/D)	BMQ2M13	1	\$120.00	\$120.00
30	Dell Latitude 7400 (No H/D)	CB3YP13	1	\$120.00	\$120.00
31	Dell Latitude 7400 (No H/D)	4B3YP13	1	\$120.00	\$120.00
32	Dell Latitude 7400 (No H/D)	JHPZN13	1	\$120.00	\$120.00
33	Dell Latitude 7400 (No H/D)	GRMZN13	1	\$120.00	\$120.00
34	Dell Latitude 7400 (No H/D)	D0YSL13	1	\$120.00	\$120.00
35	Dell Latitude 7400 (No H/D)	3D3YP13	1	\$120.00	\$120.00
36	Dell Latitude 7400 (No H/D)	7C83M13	1	\$120.00	\$120.00
37	Dell Latitude 7400 (No H/D)	H590P13	1	\$120.00	\$120.00
38	Dell Latitude 7400 (No H/D)	DJ2R433	1	\$120.00	\$120.00
39	Dell Latitude 7400 (No H/D)	217R433	1	\$120.00	\$120.00
40	Dell Latitude 7400 (No H/D)	JP0R433	1	\$120.00	\$120.00
41	Dell Latitude 7400 (No H/D)	8H2R333	1	\$120.00	\$120.00
42	Dell Latitude 7400 (No H/D)	H0LZ433	1	\$120.00	\$120.00
43	Dell Latitude 7490 (No H/D)	GPY80N2	1	\$100.00	\$100.00
44	Dell Precision Tower 3620 (No H/D)	DPY3GK2	1	\$75.00	\$75.00
45	Dell Precision Tower 3620 (No H/D)	DPW1GK2	1	\$75.00	\$75.00
46	Dell Precision Tower 3620 (No H/D)	DPX2GK2	1	\$75.00	\$75.00
47	Dell Precision Tower 3620 (No H/D)	DPX1GK2	1	\$75.00	\$75.00

Item	Description	Serial / Part #	Qty	Est. Fair Market Unit Value	Est. Total Value
48	Dell Precision Tower 3620 (No H/D)	DQ01GK2	1	\$75.00	\$75.00
49	Dell Precision Tower 3630 (No H/D)	G0G2FK2	1	\$125.00	\$125.00
50	Dell Precision Tower 3630 (No H/D)	G0FZDW2	1	\$125.00	\$125.00
51	Dell OptiPlex 3000 Micro (Blue Screening)	JC6H5S3	1	\$100.00	\$100.00
52	Intel NUC NUC8BEH	G6BE02100WPE	1	\$75.00	\$75.00
53	Dell OptiPlex 7070 Ultra	7HWL513	1	\$150.00	\$150.00
54	Dell OptiPlex 7070 Ultra	7HWVH03	1	\$150.00	\$150.00
55	Dell Latitude 7400 (No H/D)	824R433	1	\$120.00	\$120.00
56	Dell Latitude 7400 (No H/D)	DQ0R433	1	\$120.00	\$120.00
57	Dell Latitude 7400 (No H/D)	J72R433	1	\$120.00	\$120.00
58	Dell Latitude 7400 (No H/D)	GD2R433	1	\$120.00	\$120.00
59	Dell Latitude 7400 (No H/D)	9B2R433	1	\$120.00	\$120.00
60	Dell Latitude 7400 (No H/D)	B27R433	1	\$120.00	\$120.00
61	Dell Latitude 7400 (No H/D)	BD2R433	1	\$120.00	\$120.00
62	Dell Latitude 7400 (No H/D)	127R433	1	\$120.00	\$120.00
63	Dell Latitude 7400 (No H/D)	695R433	1	\$120.00	\$120.00
64	Dell Latitude 7400 (No H/D)	C6Y9533	1	\$120.00	\$120.00
65	Dell Latitude 7400 (No H/D)	GRHK533	1	\$120.00	\$120.00
66	Dell Precision Tower 3630 (No H/D)	G0F2FW2	1	\$125.00	\$125.00
67	Dell OptiPlex 7070 Ultra	7J1N513	1	\$150.00	\$150.00
68	Dell OptiPlex 7070 Ultra	BSYKS13	1	\$150.00	\$150.00
69	Dell Latitude 7400 (No H/D)	G1WZ4Y2	1	\$120.00	\$120.00
70	Mitel Desk Phones	N/A	19	\$20.00	\$380.00
INFORMATION SYSTEMS SUBTOTAL					\$8,310.00

INVENTORY DEPARTMENT

Item	Description	Serial / Part #	Qty	Est. Fair Market Unit Value	Est. Total Value
1	Filter, Hvac, 20 X 25 2 Ply Syn Ring Pnl	ACT-204	6	\$8.31	\$49.86
2	Filter, Hvac, 20x36, Double	50201802	8	\$16.71	\$133.68
3	Filter, Hvac Otc2 Roof 20" X 25" X 2"	313 HTPN2025	12	\$7.23	\$86.76
4	Filter, Hvac, 20x30, Single	4101093	2	\$12.57	\$25.14
5	Filter, Hvac, 20x22, Single	4127919	12	\$9.22	\$110.64
6	Filter, Hvac Otc2 Fc1-1, Fc2-1, Fc2-2, Fc2-4, Fc2-5	313 HTPN1020	84	\$6.51	\$546.84
7	Filter, Hvac, 16x20x1 2ply Syn Ring Pnl	ACT-201	7	\$6.51	\$45.57
8	Greasweep 13 Lb. Natural Multi-Purpose Super Oil Absorbent	2411	97	\$24.99	\$2,424.03
9	ZEP touchless hand soap/sanitizer dispenser	203045	138	\$38.00	\$5,244.00
10	Tire chains	qv741	9	\$200.00	\$1,800.00
11	Tire chains	sz339	8	\$100.00	\$800.00
12	Tire chains	sz343	1	\$100.00	\$100.00
13	Tire chains	sz335	9	\$100.00	\$900.00
14	Tire chains	zt729	7	\$85.00	\$595.00
15	Tire chains	1669	1	\$50.00	\$50.00
16	Tire chains	1042	1	\$50.00	\$50.00
17	Computer Mounts	RAM 234-3	10	\$200.00	\$2,000.00

Item	Description	Serial / Part #	Qty	Est. Fair Market Unit Value	Est. Total Value
18	Gamber Johnson Mount		1	\$150.00	\$150.00
INVENTORY SUBTOTAL					\$15,111.52

FACILITIES DEPARTMENT

Item	Description	Serial / Part #	Qty	Est. Fair Market Unit Value	Est. Total Value
1	Summit Accucold Refrigerator	Ars23ml/2104003	1	\$350.00	\$350.00
2	Tennant I-Land-L Imop Cart	N/A	2	\$100.00	\$200.00
3	Ge Dishwasher	Gdt650syv2fs	1	\$400.00	\$400.00
4	Scotsman Ice Maker/Top Portion	Ma322ma	2	\$450.00	\$900.00
5	Summit Icemaker	Bim25h32	1	\$250.00	\$250.00
6	Scott Twin Bath Tissue Dispenser	90503	1	\$250.00	\$250.00
7	Georgia Pacific Enmotion Pt Disp.	N/A	20	\$25.00	\$500.00
8	Georgia Pacific Compact Tp Holder	N/A	1	\$50.00	\$50.00
9	Bradley Ss Tp 2 Roll Holder	N/A	20	\$40.00	\$800.00
10	Bradley Ss Tp 2 Roll Holder	N/A	35	\$25.00	\$875.00
11	Bradley Pt Dispenser	N/A	2	\$415.00	\$830.00
12	Honda Em 5000 Generator	Ea7-1138708	1	\$125.00	\$125.00
13	Honda Em 11000 Generator	Ezcg3007521	1	\$400.00	\$400.00
14	Honda Em11000 Generator	Ezcg3007522	1	\$400.00	\$400.00
15	Little Giant Ladder	300 Lb. Rated	1	\$75.00	\$75.00
FACILITIES SUBTOTAL					\$6,405.00
TOTAL ESTIMATED VALUE					\$29,826.52

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 6-A
MEETING DATE: May 20, 2026

FOR: Intercity Transit Authority
FROM: Michael Maverick, Deputy Director PPMM, 360.201.0788
SUBJECT: Kaufman Storage Lease Extension

-
- 1) **The Issue:** To support the South Parcel campus construction, Intercity Transit has utilized leased warehouse space from Kaufman Inc. Due to the ongoing nature of the development and its expansion to include the Hydrogen project, we are seeking to extend the lease beyond its July 31, 2026, expiration. This extension is critical to maintaining the storage and logistical capacity required through the project's completion.
-
- 2) **Recommended Action:** Authorize the General Manager to extend the Kaufman lease through December 31, 2027, which is an additional up to \$164,997.90 commitment which encompasses the base term, an optional five-month extension, applicable taxes, and contingency fund for miscellaneous utilities and necessary tenant improvements.
-
- 3) **Policy Analysis:** The Procurement Policy states the Authority must approve any contract over \$100,000.
-
- 4) **Background:** As the South Parcel project progressed in 2024, the growing footprint of the construction site significantly reduced available yard space. With the transition of Fleet Maintenance to its new temporary facility looming, Intercity Transit faced an urgent need for off-site storage and warehousing to house its inventory, onsite machinery, and incoming new equipment.

To address this, we partnered with the Department of Enterprise Services (DES) Real Estate Services (DES-RES) to conduct a thorough search for suitable facilities. While three potential locations were initially identified, two were quickly ruled out – one due to their impractical distance and the other because of its substandard condition. The Kaufman site emerged as the ideal solution, offering superior accessibility, modern infrastructure, and robust security that aligned perfectly with our operational requirements.

Current Status and Proposed Action: The current lease for the Kaufman facility is set to expire on July 31, 2026. To ensure continued operational stability, this agenda item seeks authorization for the General Manager to execute a 17-month lease extension with Kaufman Inc.

5) **Alternatives:**

A. Authorize the General Manager to enter a 17-month lease extension with Kaufman Inc, up to \$164,997.90 in value, which includes the base term, an optional five-month extension, any associated tax, and some contingency for miscellaneous utilities and tenant improvements.

B. Denial will force the stored materials back to our already overburdened campus, hindering Intercity Transit's ability to safely and efficiently manage construction and daily operations.

6) **Budget Notes:** The current budget includes sufficient programmed funding to support this contract extension.

7) **Goal References: Goal #3:** *"Maintain a safe and secure operating system,"*

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

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 6-B
MEETING DATE: May 20, 2024

FOR: Intercity Transit Authority

FROM: Peter Stackpole, Development Director, (360) 357-1795

SUBJECT: TSP & Smart Corridors Implementation Contract Authority

1) **The Issue:** Authorize additional contract authority to continue work under the contract with Iteris, Inc. to support the implementation of Transit Signal Priority and the Thurston Smart Corridor projects.

2) **Recommended Action:** Authorize the General Manager to execute Task Order 5 with Iteris, Inc., in the amount of \$824,178, including a 10% contingency, bringing us to the not-to-exceed contract value of \$1,722,020, to support engineering and consulting services for implementation of Transit Signal Priority and Thurston Smart Corridors.

3) **Policy Analysis:** The procurement policy states the Authority must approve any expenditure over \$100,000. This request represents the fifth Task Order anticipated to be awarded under this multi-year professional services contract which includes funding from multiple federal grant awards.

4) **Background:** In late 2021, Intercity Transit entered a contract with Iteris, Inc. to support the implementation of Transit Signal Priority (TSP) and the Thurston Smart Corridors program. In October 2021, the Authority approved Task Order 1, which focused on coordinating with project partners to develop an implementation roadmap for TSP, conducting bench testing of traffic signal equipment, establishing a data collection framework, and advancing foundational elements of the Smart Corridors program.

In June 2022, the Authority approved Task Orders 2 and 3 to support initial implementation efforts. Task Order 2 (Data Task) established a web-based, Data-as-a-Service platform to monitor intersection performance and integrate corridor data into reporting tools accessible to project partners. Task Order 3 (Implementation Task) provided engineering support, including field testing, design, implementation coordination, and continued development of the TSP implementation roadmap. A draft roadmap for Phases 1-3 was completed on June 17, 2024, and presented to project partners at the June Smart Corridors Technical Working Group meeting. This work also included a phasing plan and funding recommendations to guide future program expansion.

In October 2024, the Authority approved Task Order 4, which built on earlier efforts by expanding field implementation analysis for the Smart Corridors program.

Task Order 5 continues to advance field implementation of the Smart Corridors program while introducing cloud-based TSP technology within the corridor. This approach enables near real-time analysis of intersection and corridor conditions and supports enhanced dashboarding capabilities, allowing staff and partners to make more timely and effective operational improvements.

Intercity Transit serves as the lead agency for this program and provides all required matching funds for three related grant awards. The 2026 and 2027 budgets include \$1.5 million for TSP and Smart Corridor projects. Future phases are included in the budget, contingent upon receipt of Carbon Reduction Program (CRP) funding.

5) **Alternatives:**

A. Authorize the General Manager to execute Task Order 5 with Iteris, Inc. in the amount of \$824,178, for a total not-to-exceed contract value of \$1,722,020, to support engineering and consulting services for implementation of Transit Signal Priority and Thurston Smart Corridors.

6) **Budget Notes:** This project is included in the 2026 budget and the draft 2027 budget. Project funds for Transit Signal Priority and the Smart Corridors project are allocated from grant sources as well as local funding. Unexpended project funds will be carried forward in future budgets until the project is completed.

7) **Goal References:** **Goal #1:** "Assess the transportation needs of our community throughout the Public Transportation Benefit Area." **Goal #2:** "Provide outstanding customer service." **Goal #5** "Integrate sustainability into all agency decisions and operations to lower social and environmental impact to enhance our community and support the Thurston County Regional Climate Mitigation Plan." **Goal #6:** "Encourage use of our services, reduce barriers to access and increase ridership."

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

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 6-C
MEETING DATE: May 20, 2026

FOR: Intercity Transit Authority

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

SUBJECT: Furniture Purchase – Fleet Maintenance Building

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- 1) **The Issue:** Consider the purchase of furniture for the Fleet Maintenance Building.
-
- 2) **Recommended Action:** Authorize the General Manager to purchase furniture from Inside Source Washington utilizing the King County Directors’ Association (KCDA) Cooperative Contract 25-130 in an amount not-to-exceed \$140,000, including sales tax and 10% contingency.
-
- 3) **Policy Analysis:** The procurement policy states the Authority must approve any expenditure over \$100,000.
-
- 4) **Background:** The Fleet Maintenance Building renovation continues to progress toward completion this fall. To ensure operations continue without interruption, it is essential to procure the necessary furniture so that workspaces, offices, meeting rooms, and operational areas are fully furnished prior to staff transitioning into the renovated building.

Inside Source Washington (Inside Source) has been identified as the vendor for this procurement through the competitively awarded KCDA Cooperative Contract 25-130 for General Furniture. This cooperative purchasing contract provides competitively bid pricing, accelerates procurement timelines, and ensures compliance with Washington State purchasing requirements.

Coordinating furniture procurement at this stage is critical to preventing move-in delays and maintaining work continuity for Maintenance and Inventory personnel. The estimated lead time for furniture delivery and installation is approximately nine weeks.

KCDA Cooperative Contract 25-130 authorizes Intercity Transit to procure this furniture from Inside Source. Staff are confident that Inside Source will meet the agency’s needs.

-
- 5) **Alternatives:**
- A. Authorize the General Manager to purchase furniture from Inside Source utilizing the King County Directors' Association Cooperative Contract 25-130 in an amount not-to-exceed \$140,000, including sales tax and 10% contingency.
 - B. Defer action. Deferring procurement would likely result in delays to the move-in schedule for the Fleet Maintenance building.
-
- 6) **Budget Notes:** Funding for this furniture purchase is included within the approved 2026 budget for the Fleet Maintenance Building renovation project.
-
- 7) **Goal Reference: Goal #3:** *"Maintain a safe and secure operating system."*
-
- 8) **References:** N/A.

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 6-D
MEETING DATE: May 20, 2026

FOR: Intercity Transit Authority

FROM: Jana Brown, Deputy-Director Chief Financial Officer, 360-705-5816

SUBJECT: Draft Capital Improvement Plan 2027-2031 and Set Public Hearing

1) **The Issue:** Present the Draft Intercity Transit Capital Improvement Plan (CIP) 2027-2031.

2) **Recommended Action:** Set a public hearing for the Draft CIP 2027–2031 for 5:30 p.m. on Wednesday, June 17, 2026. Final adoption is proposed for the same date, pending any necessary revisions following public comment.

3) **Policy Analysis:** The Intercity Transit Authority is committed to reviewing and considering public comments before adopting any official plan. The Capital Improvement Plan is incorporated into the annual budget, which outlines the expenditure necessary to maintain the service levels established in the Authority-approved Strategic Plan.

4) **Background:** Intercity Transit regularly develops and maintains plans for implementing capital projects. These plans are integrated into the Transportation Improvement Program (TIP), the Transportation Development Plan (TDP), and the annual budget process. The Capital Improvement Plan is a key strategic tool that consolidates these elements and improves coordination with the operating budget.

The CIP is updated annually and incorporated into budget discussions and approvals. It remains fiscally constrained while ensuring that agency assets are maintained in a state of good repair – protecting capital investments and reducing future maintenance and replacement costs.

Additionally, the five-year forecast provides a framework for aligning a one-year budget with multi-year capital projects while supporting long-range financial planning.

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

6) **Budget Notes:** In October, the Authority will review the Draft Budget, which includes all capital costs identified in the CIP. A public hearing will be held in November for additional comments and potential adjustments. The full budget – including capital and operating components – will be presented for final adoption in December 2026.

7) **Goal Reference:** The annual budget impacts all agency goals.

8) **References:** [Draft Capital Improvement Plan 2027-2031](#)

Minutes
INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE
April 20, 2026 - Hybrid Meeting

CALL TO ORDER

Community Advisory Committee (CAC) Chair Rachel Wilson called the hybrid April 20, 2026, meeting of the Community Advisory Committee to order at 5:30 p.m.

Members Present: Clair Bourgeois, Ellen Matheny, Hallie Sutter, Jim Hanley, Jacqueline Garrison, JoAnn Scott, Margaret Janis, Marty Slighte, Matthew Collins, Michael Gray, Rabia Sheikh, Chair- Rachel Wilson, Shawn Sandquist, Suzanne Simons.

Absent: Dara Dotson, DC Wheat, Kindra Galan, Ty Flint, Andrew Hague, Finch Lucas.

Staff and Guests Present: Emily Bergkamp - Intercity Transit (IT) General Manager, Nicole (Nikki) Jones - Administrative Assistant, Raymond (Ray) Velasquez - Administrative Assistant Intern, Jesse Eckstrom - Information Systems (IS) Technician, Cameron Crass - Operations Deputy Director, Erik Gregory - Travel Training Coordinator, Rob LaFontaine - Deputy Director Planning, Nick Demerice - Chief Communications and External Relations Officer, Jane Denicola - Customer Service Manager, Don Melnick - CAC Emeritus, and Justin Belk - Intercity Transit Authority (ITA).

APPROVAL OF AGENDA

M/S/A by Rabia Sheikh and Clair Bourgeois

INTRODUCTIONS

Chair Wilson introduced Authority member, Justin Belk, as the ITA representative attending the meeting and Emily Bergkamp welcomed and introduced the CAC Emeritus Don Melnick.

MEETING ATTENDANCE

- A. **May 20, 2026, ITA Meeting** - *(Margaret Janis)*
- B. **June 17, 2026, ITA Meeting** - *(Kindra Galan) - absent*
- C. **July 15, 2026, ITA Meeting** - *(Jacqueline Garrison)*

APPROVAL OF MARCH MINUTES.

M/S/A by JoAnn and Marty Slighte - *JoAnn approved the March Minutes with a corrected name spelling.*

Rider's Roundtable

Chair Wilson initiated the first Rider's Roundtable session, inviting committee members to share questions, concerns, or praise regarding transit services.

Q&A on Mechanical Failures:

- **Question:** A member asked how frequently buses go out of service midday for mechanical issues after noticing several broken-down vehicles.
 - **Answer:** Staff noted that maintenance tracks these trends daily. For example, a previous trend involving radiator hoses was resolved by switching brands.

Q&A on Policy Enforcement:

- **Question:** A member asked about the enforcement of rules regarding large strollers, wagons, and rolling carts, specifically expressing concern that these items are frequently parked in the ADA priority seating area and blocking the aisles. Another member noted that this creates a significant safety hazard and barrier for passengers with mobility devices who require those designated spaces.
 - **Answer: Staff responded** that while clear rules exist regarding keeping aisles clear and prioritizing ADA spaces, operators often face difficult "on-the-spot" decisions. They explained that drivers must use discretion to avoid de-escalation scenarios or leaving families stranded. However, staff emphasized that the Transit Ambassador program is proving highly effective in this area, as Ambassadors can move through the bus to assist riders in folding strollers or relocating items, allowing the driver to focus on the road while ensuring safety boundaries are respected.

NEW BUSINESS

A. Transit Ambassador Update *(Cameron Crass)*

Operations Deputy Director Cameron Crass provided a comprehensive presentation on the Transit Ambassador Pilot Program, which officially launched in June 2025. The program was designed to create a visible, non-enforcement presence to enhance safety, improve communication, and provide superior customer service at transit centers and on coaches. Currently, the team consists of six ambassadors who work in pairs, identifiable by their blue shirts or high-visibility reflective jackets.

Crass shared significant data points reflecting the program's reach over the past nine months:

- **Passenger Interactions:** Ambassadors have engaged with over 4,400 passengers to provide navigation and assistance.
- **Behavioral De-escalation:** They have successfully addressed over 1,000 passenger-related behavioral issues, focusing on "educational enforcement" of the code of conduct.
- **Route Coverage:** The team has a heavy presence on high-traffic corridors, traveling nearly 8,000 times on Routes 62A/62B, over 1,500 times on Route 13, and more than 1,300 times on Route 68.

The presentation highlighted that the program has been instrumental in assisting vulnerable populations, including helping reunite missing individuals with their families. Looking ahead, the program is preparing for the May 2026 service change, where ambassadors will play a critical role in helping riders navigate the entirely new system. Plans are also underway to seek Authority approval in July to transition the program from a pilot to a permanent agency fixture and to further expand service hours and staffing levels.

Q&A on Authority on the Bus

- **Question:** A member asked who holds the ultimate authority on a bus when an ambassador is present.
 - **Answer:** Staff clarified that the bus driver always maintains ultimate authority over the vehicle and the ambassador.
-

Q&A on Program Hours

- **Question:** A member asked if the program expansion to late-night hours was requested by the ambassadors or the operators.
 - **Answer:** Staff responded that both groups requested the change, as many behavioral issues and de-escalation needs occur later in the evening.
-

Q&A on Impact on Youth

- **Question:** A member asked how the program has specifically impacted interactions with high school students.
 - **Answer:** Staff responded that ambassadors have developed a strong rapport with students on busy routes like the 62 and 68, helping to maintain a positive environment during peak school commute times.
-

B. Trip Planning (*Jane Denicola and Erik Gregory*)

Customer Service Manager Jane Denicola and Travel Training Coordinator Erik Gregory presented the agency's "all hands-on deck" strategy for the May 3, 2026, System Redesign. The redesign aims to provide more frequent buses, faster travel times, and expanded service areas. Staff are currently in a deep learning phase, driving the new routes and reviewing turn-by-turn videos to ensure they can provide accurate guidance to the public.

To spread awareness, the agency has deployed "Next Stop" cards, placed advertisements in local business windows, and held outreach events at high-traffic hubs like the Olympia Farmers Market, The Evergreen State College, and various senior living facilities. For the May 3rd launch, extra staff will be stationed on the platforms at the Olympia and Lacey Transit Centers to provide real-time navigation support.

Q&A on User Data Collection

- **Question:** A member asked if the Intercity Transit website or associated apps collect user data.
 - **Answer:** Staff responded that while Google Maps tracks phone pings for traffic and crowding data, Intercity Transit is exploring a partnership with the Transit app for "Rate My Ride" feedback to collect qualitative data from riders.
-

Q&A on Dial-A-Lift Service Areas

- **Question:** A member asked if Dial-A-Lift riders will lose their service areas due to the redesign.

- **Answer:** Staff responded that no service areas are being lost; in fact, several areas, including those near the airport and north of 26th Ave, will see an increase in Dial-A-Lift residential coverage.
-

Q&A on Real-Time Accuracy

- **Question:** A member asked how accurate the real-time arrival predictions are in these apps.
 - **Answer:** Staff responded that while the data is generally reliable, they advise riders to use it as a guide rather than a guarantee, as traffic and technical glitches can occasionally cause delays in data reporting.
-

Q&A on Travel Training and Mobility Devices

- **Question:** A member asked about the typical process for travel training, especially for those with new mobility devices.
 - **Answer:** Staff responded that training is client-centered and can range from a single session to 15 or more, depending on the individual's needs. They highlighted a recent success where a rider practiced boarding with a new, larger mobility chair to alleviate anxiety before riding a fixed route.
-

Q&A on Accessibility of Information

- **Question:** A member shared a concern about the accessibility limitations of online only sources of information.
 - **Answer:** Staff responded that the agency is currently working with a contractor (Anthro Tech) to bring the website in line with new federal accessibility standards over the next year. They acknowledged that mobile accessibility is a challenge with high-density transit data and recommended the printed Transit Guides or calling Customer Service as alternatives in the interim.
-

OLD BUSINESS

A. System Redesign Q&A (*Nick Demerice and Rob LaFontaine*)

Nick Demerice and Rob LaFontaine addressed final questions regarding the upcoming system redesign. They discussed the retirement of Route 41 and the extensive outreach campaign, which included mailing postcards to every household in the county and placing staff at transit centers to answer questions.

Q&A on Pushback on Changes to Route 41

- **Question:** A member asked how the agency is addressing the vocal pushback and online petition regarding the loss of Route 41 on Division Street.
 - **Answer:** Staff responded that they are listening to the feedback but noted that for most affected riders, the change involves a transfer that adds only 5 to 10 minutes to the total trip. They emphasized that the redesign significantly improves frequency across the rest of the system.

Q&A on Accessibility for All

- **Question:** A member asked what resources are available for riders with cognitive or memory challenges who find the new maps and videos overwhelming.
 - **Answer:** Staff responded that one-on-one travel training is the best resource. Trainers can meet with a rider to physically walk them through their new route until they feel comfortable.

Rider's Roundtable Cont.

The second part of the Rider's Roundtable was tabled due to time.

REPORTS

- **March 18, 2026, ITA Report** (*Ellen Matheny*)
Ellen Matheny reported that the March 18th meeting focused on legislative efforts and operator appreciation. She highlighted the dedication of bus operators, describing them as "real heroes" for their daily service to the community.
- **April 15, 2026, ITA Report** (*Suzanne Simons*)
Suzanne Simons provided the report for the April 15th ITA meeting. She noted the Authority's interest in the Transit Ambassador program's success and discussed the preparations for the system redesign. The report also covered general agency updates and financial reviews presented at that session.
- **Collaboration Sub-Committee Report** - (*Clair Bourgeois*)
Clair Bourgeois reported on the recent collaboration meeting. She noted that the committee reviewed a survey that had not yet received enough responses from committee members. Amanda will resend the survey to volunteers and members. The next meeting was rescheduled for Thursday at 10:00 a.m.
- **General Manager's Report** (*Emily Bergkamp*)
Emily Bergkamp discussed her recent trip to Washington, D.C., to advocate for federal funding. She stressed the importance of maintaining discretionary funding levels in the surface transportation bill to keep up with the rising costs of bus replacements.

NEXT MEETING: May 18, 2026, at the Olympia Transit Center.

- **ADJOURNMENT** Meeting adjourned at 7:36 p.m.

Prepared by Nicole Jones