

AGENDA
INTERCITY TRANSIT AUTHORITY
July 3, 2013
5:30 P.M.

CALL TO ORDER

- 1) **APPROVAL OF AGENDA** **1 min.**

- 2) **INTRODUCTIONS - None** **0 min.**

- 3) **PUBLIC COMMENT** **10 min.**
Public Comment Note: This is the place on the agenda where the public is invited to address the Authority on any issue. The person speaking is requested to sign-in on the General Public Comment Form for submittal to the Clerk of the Board. When your name is called, step up to the podium and give your name and address for the audio record. If you are unable to utilize the podium, you will be provided a microphone at your seat. Citizens testifying are asked to limit testimony to three minutes.

The Authority will not typically respond to your comments this same evening; however, they may ask some clarifying questions.

- 4) **APPROVAL OF CONSENT AGENDA ITEMS** **1 min.**
 - A. **Approval of Minutes:** May 30, 2013, Special Meeting; June 5, 2013, Regular Meeting; June 19, 2013, Special Meeting.

 - B. **Payroll:** June 2013 Payroll in the amount of \$1,823,658.35.

 - C. **Accounts Payable:** Warrants dated April 5, 2013, numbers 13773-13883, in the amount of \$471,945.66; warrants dated April 19, 2013, numbers 13892-13999 in the amount of \$340,259.80 for a monthly total of \$812,205.46. Warrants dated May 3, 2013, numbers 14005-14092 in the amount of \$642,569.98; warrants dated May 17, 2013, numbers 14097-14194 in the amount of \$610,813.87, and warrants dated May 31, 2013, warrants numbered 14200-14291 in the amount of \$645,338.32, for a monthly total of \$1,898,722.17.

- 5) **PUBLIC HEARINGS** **20 min.**
 - A. **TIP Public Hearing** (Bob Holman)
 - B. **Proposed September Service Enhancements for the September 29 Service Change** (Dennis Bloom)

- 6) **COMMITTEE REPORTS**
 - A. **Thurston Regional Planning Council** (*Karen Valenzuela*) **3 min.**
 - B. **Transportation Policy Board** (*Ed Hildreth*) **3 min.**
 - C. **Thurston Sustainable Task Force** (*Ryan Warner*) **3 min.**
 - D. **Citizen Advisory Committee** (*Valerie Elliott*) **3 min.**

- 7) **NEW BUSINESS**
 - A. **Servers and Storage Device for ACS Upgrade** (*Marilyn Hemmann*) **10 min.**
 - B. **Electronic Payment Processing System** (*Marilyn Hemmann*) **10 min.**
 - C. **Citizen Advisory Committee Appointments** (*Rhodetta Seward*) **5 min.**

- 8) **GENERAL MANAGER'S REPORT** **10 min.**

- 9) **AUTHORITY ISSUES** **10 min.**

- 10) **EXECUTIVE SESSION - None**

ADJOURNMENT

Minutes
INTERCITY TRANSIT AUTHORITY
Special Meeting
May 30, 2013

CALL TO ORDER

Chair Thies called the May 30, 2013, Special Meeting of the Intercity Transit Authority to order at 8:40 a.m., at the administrative offices of Intercity Transit.

Members Present: Chair and Citizen Representative Martin Thies; Vice Chair and City of Tumwater Councilmember Ed Hildreth; Thurston County Commissioner Karen Valenzuela; City of Lacey Mayor Virgil Clarkson; City of Olympia Councilmember Nathaniel Jones; City of Yelm Councilmember Joe Baker; Citizen Representative Karen Messmer; Citizen Representative Ryan Warner; and Labor Representative Karen Stites.

Others Present: Several staff and Citizen Advisory Committee members were present as part of the General Manager interview process. Also present Lynn Stokesbary, Prothman Group.

REVIEW OF PROCESS

Chair Thies welcomed and thanked everyone for participating in the interview process. Stokesbary explained the interview process and asked if anyone had any questions. He asked that all panel and tour members meet back in the boardroom at 2:20 p.m. to debrief with the Authority members.

DEBRIEF

Each panel representative provided the Authority with their panel's strength's and concerns for each candidate. Bloom, as the spokesperson for the bus and facility tours also provided input on each candidate.

The Authority thanked everyone for their participation in the process.

ADJOURNMENT

With no further business to come before the Authority, the Special Meeting adjourned at 3:15 p.m.

Special Meeting Minutes
May 30, 2013
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INTERCITY TRANSIT AUTHORITY

ATTEST

Martin J. Thies, Chair

Rhodetta Seward
Director of Executive Services/
Clerk to the Authority

Date Approved: July 3, 2013

Prepared by Rhodetta Seward/
Director of Executive Services/
Clerk to the Authority

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
June 5, 2013

CALL TO ORDER

Chair Thies called the June 5, 2013, regular meeting of the Intercity Transit Authority to order at 5:30 p.m., at the administrative offices of Intercity Transit.

Members Present: Chair and Citizen Representative Martin Thies; Vice Chair and City of Tumwater Councilmember Ed Hildreth; Thurston County Commissioner Karen Valenzuela; City of Olympia Councilmember Nathaniel Jones; City of Yelm Councilmember Joe Baker; Citizen Representative Karen Messmer; and Citizen Representative Ryan Warner.

Members Excused: City of Lacey Mayor Virgil Clarkson and Labor Representative Karen Stites.

Staff Present: Ann Freeman-Manzanares; Rhodetta Seward; Dennis Bloom; Marilyn Hemmann; Bob Holman; Meg Kester; Jim Merrill; Carolyn Newsome; Karl Shenkel; Heather Stafford; and Pat Messmer.

Others Present: Legal Counsel Dale Kamerrer; Citizen Advisory Committee (CAC) member Steve Abernathy; and Lynn Stokesbary of Prothman Group.

APPROVAL OF AGENDA

It was M/S/A by Councilmember Baker and Councilmember Hildreth to approve the agenda as published.

APPROVAL OF CONSENT AGENDA ITEMS

It was M/S/A by Councilmember Baker and Citizen Representative Messmer to approve the consent agenda as presented.

- A. Approval of Minutes:** May 1, 2013, Regular Meeting; May 15, 2013, Work Session.
- B. Payroll:** April 2013 Payroll in the amount of \$1,808,222.95; May 2013 Payroll in the amount of \$1,786,768.92.
- C. Surplus Property:** Declared the property listed on Exhibit "A" as surplus.

Intercity Transit Authority Regular Meeting

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- D. Setting Public Hearing Date for September Service Enhancements:** Scheduled a public hearing for July 3, 2013, to review and take comments on proposed service changes to inter-county service.
- E. TIP Public Hearing:** Scheduled a public hearing for July 3, 2013, at 5:30 p.m., to receive public comment on the draft Intercity Transit 2014-16 TIP and 2013 Revised Projects list.
- F. Maintenance Contract for Telephone Systems:** Authorized the General Manager to execute a one-year contract with Siemens for the maintenance of the agency telephone system for \$32,608, including taxes.

COMMITTEE REPORTS

- A. Thurston Regional Planning Council (TRPC).** Commissioner Valenzuela reported at the May 3, 2013, meeting a TRPC councilmember made a motion to table the agenda item about the proposed bylaw amendment regarding whether a citizen could be an officer of the TRPC as opposed to an elected official. The request for the motion was made due to numerous absent TRPC members.

Valenzuela also reported they received a presentation by the Thurston Action Climate Team about Greenhouse Gas Emission Inventory. The TRPC also discussed the upcoming free public workshop presented by David Buckner, Executive Director of Earth Economics. His presentation will touch on the high points of his methodology for attaching the Ecosystem Valuation services provided in Thurston County for flood plains, pollination and prairie habitat.

On Friday, June 7, the TRPC will conduct their all day retreat at Thurston County's Emergency Operations Center.

- B. Transportation Policy Board (TPB).** Hildreth reported the TPB met on May 8 and noted Village Vans was funded for another two years. Lewis County is considering extending service to Thurston County. They lost approximately half of the funding and are seeking ways to recover the funding. Hildreth also indicated the Transportation Benefit District didn't get through the Legislature.
- C. TRPC Sustainable Task Force.** Warner said the Task Force continued discussion about the vision statement and defining principles for the Task Force. They are starting to integrate more public comment into the vision statement.
- D. Citizen Advisory Committee (CAC).** Abernathy reported his term on the CAC ends June 30th after serving seven years. The CAC is conducting self-assessments and he expects 100% participation. New officer elections will be finalized at their

June meeting. He thanked the Authority for allowing the CAC to participate in the General Manager recruitment process.

NEW BUSINESS

- A. ACS Software System Upgrade:** Hemmann presented the request to consider an award to ACS/Xerox for the upgrade of the CAD/AVL equipment. She explained the ACS software runs on multiple servers which have a five year lifespan; however, they've been in continuous operation for seven years. There is concern about system failure and if the system supporting the ACS software fails, the transit fleet will fall back to open microphone communication and will lose all CAD/AVL functions.

It was M/S/A by Councilmember Baker and Commissioner Valenzuela to authorize the General Manager to enter into a contract with ACS/Xerox to provide and install software programs that support the transit fleet CAD/AVL equipment in the amount of \$221,989, including taxes.

- B. Citizen Advisory Committee Appointments & Interviews:** Seward asked the Authority to consider reappoint of five current members to a term beginning July 1, 2013, through June 30, 2016, and to review applications received for vacancies on the CAC and identify those to be interviewed.

Seward indicated this year's CAC recruitment was very successful. There are ten open positions on the CAC, which include five positions currently filled by current members who are seeking the Authority's consideration for reappointment. Staff received ten outside applications for the three-year term positions and six applications for the youth position for a total of 16 outside applicants. The Authority can reappoint the current members to another three-year term or place them into the pool with the other 16 applications. Staff is concerned about the amount of time required to interview 16 applicants. If the Authority reappointed the five members, there would be five remaining positions to be filled - the youth position and four regular positions.

It was M/S/A by Councilmember Baker and Commissioner Valenzuela to reappoint Michael Van Gelder, Jill Geyen, Don Melnick, Julie Hustoft and Kahlil Sibree to the Citizen Advisory Committee for a three-year term to begin July 1, 2013, expiring June 30, 2016.

Valenzuela asked about information regarding the attendance of the five members seeking reappointment. Seward responded all members maintained a good attendance record.

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Hildreth asked Abernathy if he had anything to contribute to this discussion. Abernathy responded all five members are excellent contributors to the CAC. Seward added Van Gelder was nominated for Chair.

Valenzuela asked what becomes of the applicants not selected. Seward said in the past the interview panel prioritized those not selected and in the event an opening becomes available within the year, the Authority would make an appointment based on the priority list.

Thies recommended reducing the applicant pool and offered to make the selection to hand over to the interview panel. Jones accepted Thies' offer to make the selection. Messmer also agreed and asked Thies to look for some combination of geographic representation and knowledge of community. Valenzuela indicated she would like all of the youth applicants to be interviewed.

Thies noted Jones and Clarkson volunteered to participate on the interview panel and asked for a third volunteer. Warner volunteered to join the interview panel.

C. Grant Award Acceptance: Freeman-Manzanares presented five grant awards and dedicated matching funds for formal acceptance by the Authority. The five grants total \$5,093,413.67 and include \$969,110.67 in local matching funds.

Messmer asked if the \$969,110.67 was added to budget. Freeman-Manzanares said due to the unknown nature of the grants, staff did not incorporate this into the 2013 budget. Staff will identify the grant funds coming in and identify the service hours for the regional mobility grants and other dollars would need to be identified for the shelter enhancements.

It was M/S/A by Councilmember Hildreth and Citizen Representative Messmer to authorize the General Manager to accept the following grant awards and dedicate local matching funds as proposed:

- Regional Mobility Grant
Tumwater to Lakewood Express
Grant Funds: \$2,935,686 – Local Match: \$733,825.17 **Total: \$3,669,511.17**
- Regional Mobility Grant
Extending Sound Transit 592 Seattle to DuPont Route to Olympia
Grants Funds: \$530,000 – Local Match: \$132,502.50 **Total: \$662,502.50**
- Surface Transportation Program
Olympia Transit Center Expansion Program
Grant Funds: \$464,592 – Local Match: \$72,508 **Total: \$537,100**
- Transportation Alternatives Program
Bus Stop Enhancements

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Grant Funds: \$160,000 – Local Match: \$25,000 **Total: \$185,000**

- Transportation Alternatives Program

Walk and Roll Youth Education

Grant Funds: \$34,000 – Local Match: \$5,300 **Total: \$39,300**

Jones and Messmer acknowledged Hildreth's comment to proceed with caution in rolling out these grants. Messmer said she'd like to see the grant-funded service advertised as short-term because of the public's expectation to continue this type of service. She prefers there be a way to communicate with the public this is a temporary service. Freeman-Manzanares said Marketing and Communications will develop materials specifically noting this as a demonstration, pilot or grant-funded service.

D. General Manager Hiring Process Update: Stafford provided an update on the General Manager hiring process. On May 29 and 30 four candidates participated the interview process. Over 15 employees were involved in the process which included an onsite guided tour from Olympia to Yelm; an employee question and answer reception; and external stakeholder reception; interviews with three panels and a tour of the facility. Stafford thanked the Authority for involving staff in the process. She thanked the CAC members who participated and gave a special thank you to staff who participated in the panels, tours and other assigned responsibilities. She indicated the candidates provided positive feedback about the process.

Valenzuela indicated how helpful it was to the Authority to have extensive staff involvement. Messmer was proud of the professionalism and the way the entire process was conducted. Thies thanked Stafford and her staff for putting the process together along with Lynn Stokesbary of Prothman.

GENERAL MANAGER'S REPORT

The American Public Works Association named Intercity Transit as the winner of the 2013 Project of the Year for the Hawks Prairie Park-and-Ride.

Thurston County Bus Buddy Project with Catholic Community Services has been funded through WSDOT's Consolidated Grant process.

The Bicycle Commuter Contest closed with 1,595 registrants making this a record-breaking year. First time participants totaled 507.

For May, fixed route boardings totaled 395,245, which was down 7.2% from last May. This is the third highest May in the past twelve years. We are down 2.43% overall from 2012 levels.

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New vanpools are arriving and we are providing some assistance for the bridge collapse in Skagit County by making 20 vans available to assist with congestion while the bridge is being rebuilt.

June 20 is National Dump the Pump Day, sponsored by APTA. Intercity Transit participates with a series of events and outreach activities.

Staff will honor three Citizen Advisory Committee members at their June 17 meeting. Steve Abernathy, Wilfred Collins and Mackenzie Platt complete their terms.

AUTHORITY ISSUES

Jones pointed out one of the CAC applicants raised concerns about Route 45 and a response is warranted.

Valenzuela mentioned she's been unable to attend Authority work sessions and will miss the June work session because she's engaged in planning a trip to Africa. She's a member of the delegation organized by the Center for Women and Democracy, and they are journeying to meet with women leaders in Rwanda.

EXECUTIVE SESSION - Review Qualifications of Recommended General Manager Candidates.

In accordance with RCW 42.30.110, paragraph (1) (g), Chair Thies recessed the meeting at 6:27 p.m. to go into an Executive Session to review the qualifications of the recommended General Manager candidates. He announced the Authority would be in Executive session until 6:45 p.m.

Those attending the executive session included: Chair and Citizen Representative Martin Thies; Vice Chair and City of Tumwater Councilmember Ed Hildreth; Thurston County Commissioner Karen Valenzuela; City of Olympia Councilmember Nathaniel Jones; City of Yelm Councilmember Joe Baker; Citizen Representative Karen Messmer; and Citizen Representative Ryan Warner. Also attending were: Heather Stafford, Rhodetta Seward, Lynn Stokesbary of Prothman Group, and Dale Kamerrer, Legal Counsel.

The Authority reconvened to regular session at 6:45 p.m.

It was M/S/A by Commissioner Valenzuela and Councilmember Hildreth to authorize the Chair to make a tentative offer of employment to Ann Freeman-Manzanares for the position of General Manager and to authorize the Chair to negotiate a contract with Ann Freeman-Manzanares which meets the terms of the job description for the position of General Manager and other terms of employment as

approved by the Authority. The tentatively negotiated contract will be brought before the Authority for final approval.

ADJOURNMENT

With no further business to come before the Authority, it was M/S/A by Councilmember Baker and Councilmember Jones to adjourn the meeting at 6:49 p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

Martin J. Thies, Chair

Rhodetta Seward
**Director of Executive Services/
Clerk to the Authority**

Date Approved: July 3, 2013

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

Exhibit "A"
Surplus Property June 2013

Quantity	Item	Total Value
1	Dell 19" LCD monitor	10.00
10	Dell 20" LCD monitors	150.00
8	Dell 24" LCD monitors	310.00
1	Hannis 28" LCD monitor	50.00
2	ViewSonic 26": TV	50.00
2	Dell Optiplex GX260 CPUs	10.00
2	Dell Precision 390 CPUs	60.00
11	Dell Optiplex 755 CPUs	545.00
7	Dell PowerEdge 2950 servers	840.00
2	13DVR digital mgt units	60.00
1	Cisco 3825 firewall router	175.00
2	Boxes plotter paper	175.00
2	Smart-UPS 2200	50.00
3	Cameras and housings	100.00
1	Box misc. HP toners, inks, keyboards	100.00
1	Box misc. keyboards, mice, cables	45.00
1	Box misc. label printers	60.00
1	Box misc. cables	20.00
	TOTAL	\$2,810.00

Minutes
INTERCITY TRANSIT AUTHORITY
Special Meeting
June 19, 2013

CALL TO ORDER

Chair Thies called the June 19, 2013, special meeting of the Intercity Transit Authority to order at 5:30 p.m., at the administrative offices of Intercity Transit.

Members Present: Chair and Citizen Representative Martin Thies; Vice Chair and City of Tumwater Councilmember Ed Hildreth; Thurston County Commissioner Sandra Romero (alternate); City of Olympia Councilmember Nathaniel Jones; Citizen Representative Karen Messmer; Citizen Representative Ryan Warner; and Labor Representative Karen Stites.

Members Excused: City of Lacey Mayor Virgil Clarkson; Thurston County Commissioner Karen Valenzuela; and City of Yelm Councilmember Joe Baker.

Staff Present: Ann Freeman-Manzanares; Rhodetta Seward; Dennis Bloom; Duncan Green; Maya Heiland; Marilyn Hemmann; Meg Kester; Jim Merrill; Pat Messmer; Jeff Peterson; and Erin Scheel.

Others Present: Citizen Advisory Committee (CAC) member Valerie Elliott.

APPROVAL OF AGENDA

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

CITIZEN ADVISORY COMMITTEE REPORT

Elliott reported the CAC bid farewell to several members; reviewed their annual self-assessment; received an update on the 2013 Bicycle Commuter Contest; received a presentation about the Youth Program; and reviewed updates on the proposed service enhancements.

Messmer indicated she attended the CAC meeting and noted one of the members made a request that CAC members be notified of public events such as the commute fairs so they can be more involved. She asked staff to notify both the CAC and the Authority in advance of events, so they have an opportunity to plan their schedules should they wish to participate.

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Hildreth noted in the past CAC members felt the Authority didn't listen to their suggestions and he wanted to know if they discussed this issue. Elliot said there were a number of comments from CAC members expressing they do feel the Authority values their feedback.

Seward noted overall there were more comments during this assessment about how CAC members feel acknowledged. However, there was a comment by one member who felt when they bring suggestions to Authority, they aren't being acknowledged or recognized for the suggestion. Seward indicated this would be included in the summary she will bring to the Authority at the next work session.

YOUTH PROGRAM AND PRESENTATION OF STUDENT WORK -

Scheel provided an update on the Youth Program. She explained she worked with eight to ten thousand students directly from approximately 25 schools within the school year throughout Olympia, Lacey, Tumwater and Yelm. The goal of the program is to get students K-12, including some college students, on a bus and show them how transit works.

Scheel indicated the Smart Moves program is now in its sixth year. She explained staff supports programs such as Walk and Roll, so families have tools to get their kids to school in ways other than driving them in their cars. She went into detail about the rolling classroom program which teaches bus riding behavior and how to use the system.

This spring, Intercity Transit's Youth Education Program worked with Operations and Maintenance to bring all 825 7th and 8th grade students at Komachin Middle School in Lacey on a Green Tour of our community. Students learned how to use transit, and that a sustainable future includes both green building and green transportation. As part of a contest, the students created model homes that incorporated energy efficient materials and design principals, along with biking, walking and transit. Scheel introduced the winning students, and they presented their designs. She also introduced their science teachers Tom Condon and Raven Skydancer.

Heiland introduced Andrew Rondeau, Assistant Principal of Michael T. Simmons Elementary, who provided an explanation of the "The Science of Transportation" after-school program. He explained the purpose of the STEM grant is to get more science technology, engineering and math into everyday curriculum. Heiland continued with several short student-produced videos on sustainable communities.

2013 BICYCLE COMMUTER CONTEST UPDATE

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Green reported on the results of the 26th annual Bicycle Commuter Contest (BCC) hosted by Intercity Transit since 2006. This was his fifth year coordinating the event.

Green explained the purpose of the BCC is to encourage Thurston County residents and workers to use the bicycle for transportation, and to reward and celebrate those who do participate. This year's BCC hit a milestone with the most registered participants (1,655), and there was an excellent level of participation in all of the events including 1,166 who turned in their mileage logs. Green said Intercity Transit recently earned the silver status as a bike-friendly business.

Other statistics include:

- Together all participants completed a total of 118,449 miles
- Completed approximately 15,000 trips or commute days
- There were 77 teams who turned in mileage logs
- Participants rode an average of 100 miles in the month
- There were 543 participants signed up for the first time
- During the month of May the emission of 59 tons of carbon dioxide was eliminated.

The BCC kicks off with the Earth Day Market ride held April 20. It's followed up with the Wrencher's Ball on April 26, and the award ceremony will be held June 22. The BCC also participates in the National Bike to Work Day, whereby many workers ride their bike to work. During that event, Intercity Transit set up six "bike stations" so participants can stop and get a donut and coffee, and mechanics from local bike shops performed minor adjustments on participants' bikes.

Marketing efforts included electronic media to stay connected (website, a blog and Facebook). Participants are eligible to win in multiple prize categories and random drawings. Green said over 50 sponsors donated coupons and prizes.

Green answered questions.

PROPOSED SEPTEMBER SERVICE ENHANCEMENTS

Bloom provided an update on the proposed inter-county service improvements slated to begin September 30, 2013. These proposed enhancements include adding a weekday Express Route 609 between Tumwater and Lakewood; and extending Route 592 Express Service between Olympia and DuPont with service to Seattle.

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Bloom explained the public process included Rider Alerts, public comment opportunities, public open houses and other outreach efforts. Bloom provided further details about each route.

Bloom noted these are “trial service improvements” since ongoing funding is currently not assured. Intercity Transit was awarded the Regional Mobility Grant from the Department of Transportation (WSDOT) and is the first transit system in the state to get awarded operating expenses. Staff asked for four years of funding and the state Legislature approved the first biennium for the first two years. We have two years of funding initially, with a total of four years potentially. Intercity Transit asked for three additional buses for Route 609 and WSDOT funds 80% and Intercity Transit funds the remaining 20%. We received two years of funding for the extension of Route 592. We’re contracting with Sound Transit who operates this service, so it doesn’t require the purchase of new buses. It’s 80% funding from WSDOT and 20% match from Intercity Transit.

Bloom answered questions.

Jones wanted to know what the cost recovery for express service is versus fixed-route. Bloom said he needs to review those numbers and would report back to the Authority.

Hildreth asked about a possible park-and-ride location in Tumwater. Bloom said staff is looking for a temporary location and talked with the Port of Olympia. They identified a potential park-and-ride at the State Patrol building on Tumwater Boulevard. Another possibility is a three-story parking garage on Israel maintained by the Department of Health.

Hildreth said Twin Transit in Lewis County was going to extend service from the casino to Tumwater. Bloom said it’s been postponed due to lack of funding. They are also considering cutting local service for Chehalis-Centralia area.

HAWKS PRAIRIE PARK-AND-RIDE APPROVAL OF CHANGE ORDER

For Authority consideration, Hemmann requested approval of the final change order for the Hawks Prairie Park-and-Ride project. Procurement staff, KPFF and Scarsella Brothers reviewed all of the bid items and change orders to compare final quantities and labor against the original bid specifications. Due to two large bid item overruns, staff believes additional compensation to the contractor, Scarsella Brothers, is fair and reasonable.

It was M/S/A by Councilmember Jones and Commissioner Romero to authorize the General Manager to approve the final change order request from Scarsella Brothers in the amount of \$33,715.

SECURITY CAMERA CONSULTANT SERVICES

For Authority consideration, Peterson requested approval of a contract amendment for security camera consultant services for the Lacey Transit Center and Martin Way Park-and-Ride. Staff identified the need to develop an integrated security camera system infrastructure. The initial 2012 contract with Hargis Engineers included developing plans to update the Olympia Transit Center camera system and updating several cameras at the Pattison facility, both of which are completed; and providing preliminary cost estimates at the Lacey Transit Center which were incorporated in the 2013 budget. This contract is to move forward with the allowed amendments for additional camera projects at the Lacey Transit Center.

It was M/S/A by Citizen Representative Messmer and Councilmember Hildreth to authorize the General Manager to enter into a contract amendment with Hargis Engineers in the amount of \$22,045.00, including taxes.

AUTHORITY ISSUES

Hildreth said during a joint meeting with the Planning Commission an issue came up about Intercity Transit's operation along Capitol Boulevard; it included discussion about moving bus stops from one side to the other. He wants to see Intercity Transit be more robust along that corridor. He suggested staff look into marketing and branding an express bus from Tumwater to downtown and out to Martin Way with limited stops.

Romero thanked staff for helping with the county's work release facility and helping with the transit stop.

Romero attended a conference about base communities and how the Department of Defense is trying to decrease their energy footprint and increase sustainability efforts. There was much discussion about transit on the bases and what were the barriers for providing transit once on the base.

Bloom said there is a group working with WSDOT for the I-5 corridor to potentially move or reconfigure gates at JBLM. The Department of Defense attempted to come up with re-routing but hasn't been successful. Intercity Transit staff is involved in the meetings. Freeman-Manzanares is on the steering committee.

Chair Thies announced there would not be an Executive Session.

ADJOURNMENT

With no further business to come before the Authority, Chair Thies adjourned the meeting at 7:09 p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

Martin J. Thies, Chair

**Rhodetta Seward
Director of Executive Services/
Clerk to the Authority**

Date Approved: July 3, 2013

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

PERIOD DATES: 5/19/13-6/1/2013				6/7/2013		6/2-6/15/2013				PAYDAY 6/21/2013		PERIOD DATES:	
	CODES		PAY PERIOD CHECK NO.	1ST CHECK AMOUNT	1ST TRANSFER AMOUNT		CODES		PAY PERIOD CHECK NO.	2ND CHECK AMOUNT	2ND TRANSFER AMOUNT		
3	FIT		EFT	71,689.11		3	FIT		WIRE	68,663.48		3	
4	MT	9385.07	EFT	18,770.14	90,459.25	4	MT	9094.14	WIRE	18,188.28	86,851.76	4	
5	A2/35	Life Ins.	Check Dave 2nd	1,233.18	0.00	5	AL/34	Life Ins.	Check Dave 2nd	2,760.18	0.00	5	
6	D3/31	Disability In	Check Dave 2nd	1,073.63	0.00	6	DI/32	Disability Ins	Check Dave 2nd	2,143.57	0.00	6	
7	HE/37	Health In1st	Check Dave 2nd	12,838.00	0.00	7	HI/38	Health In1st	Check Dave 2nd	265,351.00	0.00	7	
8	TH/39	Taxed Hlth	Check Dave 2nd	911.50	0.00	8	TH/39	Taxed Hlth	Check Dave 2nd	911.50	0.00	8	
9	CC/61	Child Care	Hfstttr/Brkmp	534.3		9	CC/61	Child Care	Hfstttr/brgkmp	534.3		9	
10	GN/08	Garnish	CHECK last	380.84		10	GN/08	Garnish	CHECK last	380.84		10	
11						11						11	
12	CS/09	DSHS	EFT	956.27	956.27	12	CS/09	DSHS	EFT	1,005.27	1,005.27	12	
13	CS/09	ExpertPay	EFT	467.02	467.02	13	CS/09	ExpertPay	EFT	467.02	467.02	13	
14	D1/98	D.Dep. #1	ACH WIRE every	8,875.00	8,875.00	14	D1/98	D.Dep. #1	ACH WIRE every	8,437.34	8,437.34	14	
15	D2/97	D.Dep. #2	ACH WIRE every	16,438.76	16,438.76	15	D2/97	D.Dep. #2	ACH WIRE every	16,466.88	16,466.88	15	
16						16						16	
16	GT/63	G.Ed.Tuit	Check every	372.50		16	GT/63	G.Ed.Tuit	Check every	372.50		16	
17	HS/59	Health Svgs	ACH Wire every	311.54	311.54	17	HS/59	Health Svgs	ACH Wire every	311.54	311.54	17	
18	DC/97	Vgrd EE	Wire	44,680.80		18	DC/97	Vgrd EE	Wire	44,024.93		18	
19	DC/22	Vgrd ER	Wire	29,685.01	74,365.81	19	DC/22	Vgrd ER	Wire	29,446.52	73,471.45	19	
20	L2/29	401k Ln#2	Wire	3,500.21		20	L2/29	401k Ln#2	Wire	3,689.38		20	
20	LN/29	401k Ln #1	Wire	9,248.64	12,748.85	20	LN/29	401k Ln#1	Wire	9,248.64	12,938.02	20	
22	TTL VNGRD		87,114.66			22	TTL VNGRD		86,409.47			22	
23	LI/02	L&I	EFT Quarterly	23,690.61		23	LI/02	L&I	EFT Quarterly	24,938.80	0.00	23	
24	MD/51	Mch.UnDues	Check 2nd	1,318.35		24	MD/51	Mch.UnDues	Check 2nd	1,318.40		24	
25	MI/52	Mac.Initn	Check 2nd	0.00		25	MI/52	Mch.Initn	Check 2nd	0.00		25	
26	MS/60	Payroll Corr check		0.00		26	MS/60		Check	0.00	0.00	26	
27	TF/			0.00	0.00	27	R1	Misc. draw		329.18	0.00	27	
28	TF/	Tx.Fr.Benefit	Employer	0.00	0.00	28	TF/	Taxable Fr.Benefits		2,743.00		28	
29	PA/66	Proj.Assist	Check last	381.50		29	PA/66	Proj.Assist	Check last	380.50		29	
30	PN/04	PERS EE	EFT	32,528.92	0.00	30	PN/04	PERS EE	EFT	31,724.88	0.00	30	
31	PN/04	PERS ER	EFT	48,841.72	81,370.64	31	PN/04	PERS ER	EFT	47,652.92	79,377.80	31	
32	TTL PERS		81,370.64			32	TTL PERS		79,377.80			32	
33	R3/20	ICMA Ln#2	WIRE	863.38	0.00	33	R3/20	ICMA Ln#2	WIRE	863.38	0.00	33	
	RC/24	ICMA EE	WIRE	5,309.57		34	RC/24	ICMA EE	WIRE	5,284.26	0.00	34	
35	RI/23	ICMA Roth	WIRE	529.81	529.81	35	RI/23	ICMA Roth	WIRE	529.81	529.81	35	
36	RL/21	ICMA Ln#1	WIRE	1,953.74	2,817.12	36	RL/21	ICMA Ln#1	WIRE	1,953.74	2,817.12	36	
37	RR/25	ICMA ER	WIRE	2,896.06	8,205.63	37	RR/25	ICMA ER	WIRE	2,984.22	8,268.48	37	
38	TTL ICMA	11,022.75	11,552.56			38	TTL ICMA	11,085.60	11,615.41			38	
39	SD/26	457 ST EE	EFT	8,681.97		39	SD/26	457 ST EE	EFT	8,504.16		39	
40	SR/27	457 ST ER	EFT	4,563.78	13,245.75	40	SR/27	457 ST ER	EFT	4,470.33	12,974.49	40	
41	ST/67	ShTrmDisab	EFT	2,113.28	2,113.28	41	ST/67	ShTrmDisab	EFT	0.00	0.00	41	
42	UC/45	Un COPE	Check 1st	150.00		42	UC/45	Un COPE				42	
	UA/44	Un Assess	Check last	0.00		42	UA/44	Un Assess	Check last	570.00		42	
	UD/42	Un Dues	Check last	4,947.62		43	UD/42	Un Dues	Check last	4,900.08		43	
44	UI/41	Un Initiatn	Check last	120.00		44	UI/41	Un Initiatn	Check last	120.00		44	
45	UT/43	Un Tax	Check last	2,225.15		45	UT/43	Un Tax	Check last	0.00		45	
46	UW/62	United Way	Check last	711.50		46	UW/62	United Way	Check last	689.50		46	
47	WF/64	Wellness	Check last	312.00		47	WF/64	Wellness	Check last	312.00		47	
48	NET PAY (dir. Deposit)	ACH Wire every		428,352.50	428,352.50	48	Net Pay (Dir. Dep.)			411,152.66	411,152.66	48	
	Paychecks			3,611.10			Paychecks			3,764.35			
49	TOTAL TRANSFER (tie to Treasurer Notifications)				\$741,257.23	49	TOTAL TRANSFER				\$715,069.64	49	
50	TOTAL PAYROLL*:			\$796,069.01		50	TOTAL PAYROLL*:			\$1,027,589.34		50	
51	GROSS EARNINGS:			680,774.27		51	GROSS EARNINGS:			670,967.14		51	
52	EMPR MISC DED:			105,909.67		52	EMPR MISC DED:			347,528.06		52	
53	EMPR MEDICARE TAX:			9,385.07		53	EMPR MEDICARE TAX:			9,094.14		53	
54	TOTAL PAYROLL*:			\$796,069.01		54	TOTAL PAYROLL*:			\$1,027,589.34		54	
55						55						55	
56	ACH WIRE TOTAL			453,977.80		56	TOTAL PAYROLL FOR MONTH:			436,368.42	\$1,823,658.35	56	

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Accounts Payable Check Disbursement List

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ACCOUNTS PAYABLE WARRANTS

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Check #	Check Date	Ref #	Name	Amount	Voided
00013773	4/5/2013	01230	A WORKSAFE SERVICE INC	\$139.00	
00013774	4/5/2013	01405	ADVANCE GLASS INC	\$637.99	
00013775	4/5/2013	01480	AIR FLOW SYSTEMS INC	\$1,210.93	
00013776	4/5/2013	01520	AIRGAS NORPAC INC	\$43.13	
00013777	4/5/2013	01660	ALL STAR FORD	\$349.43	
00013778	4/5/2013	01737	ALPINE EXPERIENCE LLC, THE	\$500.00	
00013779	4/5/2013	01780	AMALGAMATED TRANSIT UNION 1765	\$17,227.16	
00013780	4/5/2013	01895	AMERICAN PETROLEUM ENVIRONMENTAL S	\$200.00	
00013781	4/5/2013	02060	AMERISAFE	\$2,968.77	
00013782	4/5/2013	02380	ARAMARK UNIFORM SERVICES	\$665.68	
00013783	4/5/2013	02825	AUTO PLUS - OLYMPIA	\$33.07	
00013784	4/5/2013	03250	BATTERY SYSTEMS, INC	\$2,368.38	
00013785	4/5/2013	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	<input checked="" type="checkbox"/>
00013786	4/5/2013	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$4,807.08	
00013787	4/5/2013	03760	BOLANDER SIGNS	\$434.80	
00013788	4/5/2013	03940	B&B SIGN CO LLC	\$32.61	
00013789	4/5/2013	04120	BUILDERS HARDWARE CO	\$227.36	
00013790	4/5/2013	05115	CAMCAL INC	\$1,001.07	
00013791	4/5/2013	05305	CAPITOL ALARM INC	\$323.70	
00013792	4/5/2013	05740	CED	\$189.46	
00013793	4/5/2013	05940	CENTURY LINK	\$81.37	
00013794	4/5/2013	05945	CENTURY LINK	\$140.49	
00013795	4/5/2013	06040	CITY OF LACEY	\$582.29	
00013796	4/5/2013	06120	CITY OF OLYMPIA UTILITIES	\$3,330.25	
00013797	4/5/2013	06270	CLAUS, DIANA	\$150.00	
00013798	4/5/2013	06610	COMMERCIAL BRAKE & CLUTCH	\$1,001.96	
00013799	4/5/2013	07105	CRAIN'S OFFICE SUPPLY	\$106.48	
00013800	4/5/2013	07150	CROSSROADS COLLISION CENTER	\$191.32	
00013801	4/5/2013	07220	CUMMINS NORTHWEST INC	\$0.00	<input checked="" type="checkbox"/>
00013802	4/5/2013	07220	CUMMINS NORTHWEST INC	\$15,401.84	
00013803	4/5/2013	07617	DAVID M HOWE TRUSTEE	\$1,442.52	
00013804	4/5/2013	07780	DELL MARKETING LP	\$10,304.63	
00013805	4/5/2013	08780	EMERALD RECYCLING SERVICE	\$455.90	
00013806	4/5/2013	08840	EMPLOYER RESOURCES NORTHWEST	\$493.98	
00013807	4/5/2013	09615	FELICIANO DONNA	\$423.95	
00013808	4/5/2013	09820	FLEET-NET CORP	\$3,282.74	
00013809	4/5/2013	09960	FOREMAN BENJAMIN T III	\$815.23	
00013810	4/5/2013	10290	FUSION GRAPHIX	\$114.14	
00013811	4/5/2013	10630	GFI GENFARE	\$102.33	
00013812	4/5/2013	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
00013813	4/5/2013	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
00013814	4/5/2013	10660	GILLIG LLC	\$12,662.41	
00013815	4/5/2013	10820	GRAPHIC COMMUNICATIONS	\$5,968.68	
00013816	4/5/2013	11153	HDR ENGINEERING, INC	\$14,858.96	
00013817	4/5/2013	11250	HERGUTH LABORATORIES INC.	\$1,591.20	
00013818	4/5/2013	11308	HOFSTETTER SHANNON	\$192.30	
00013819	4/5/2013	11423	HUNT JEFF	\$75.00	
00013820	4/5/2013	11700	INSIGHT PUBLIC SECTOR INC	\$6,130.88	
00013821	4/5/2013	11753	INTERCITY FITNESS	\$925.00	
00013822	4/5/2013	11760	INTERCITY IMPREST ACCOUNT	\$3,500.00	
00013823	4/5/2013	11775	INTERCITY PROJECT ASSISTANCE	\$1,136.50	
00013824	4/5/2013	11810	INTERSTATE BATTERY	\$90.17	
00013825	4/5/2013	11898	J.A.M. CONSTRUCTION INC	\$2,438.99	
00013826	4/5/2013	11905	JANEK CORPORATION	\$217.40	

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Check #	Check Date	Ref #	Name	Amount	Voided
00013827	4/5/2013	11930	JERRYS AUTOMOTIVE TOWING	\$1,004.40	
00013828	4/5/2013	12375	KALLAS, MARK	\$132.00	
00013829	4/5/2013	12825	KIRK'S AUTOMOTIVE INCORPORATED	\$528.00	
00013830	4/5/2013	12875	KPFF CONSULTING ENGINEERS INC	\$580.35	
00013831	4/5/2013	13445	LAWTON PUBLICATIONS	\$1,121.00	
00013832	4/5/2013	13510	LES SCHWAB TIRE CENTER	\$122.28	
00013833	4/5/2013	13559	LIFTLOGIC, INC.	\$4,731.42	
00013834	4/5/2013	14900	NAPA AUTO PARTS	\$306.96	
00013835	4/5/2013	15050	NATIONAL TIME & SIGNAL	\$575.74	
00013836	4/5/2013	15255	NORTHWEST PUMP & EQUIPMENT	\$574.32	
00013837	4/5/2013	15385	OFFICE DEPOT	\$509.03	
00013838	4/5/2013	16593	PACIFIC OFFICE AUTOMATION	\$2,405.60	
00013839	4/5/2013	16595	PACIFIC POWER PRODUCTS	\$7,271.35	
00013840	4/5/2013	16695	PATTISON WATER COMPANY	\$87.95	
00013841	4/5/2013	16753	PERTEET INC	\$2,004.26	
00013842	4/5/2013	16760	PETTIT OIL COMPANY	\$831.38	
00013843	4/5/2013	16765	PETRO CARD	\$63,806.78	
00013844	4/5/2013	16841	PIONEER FIRE & SECURITY INC	\$363.00	
00013845	4/5/2013	16900	PLUMBMASTER, INC	\$79.11	
00013846	4/5/2013	17392	QUALITY PARKING LOT SERVICES LLC	\$1,445.71	
00013847	4/5/2013	17505	RAINIER DODGE INC	\$108.74	
00013848	4/5/2013	17560	RE AUTO ELECTRIC INC	\$510.52	
00013849	4/5/2013	17760	ROSS AND WHITE COMPANY	\$1,114.32	
00013850	4/5/2013	17824	S & A SYSTEMS INC	\$43,916.81	
00013851	4/5/2013	17893	SCHEDULE MASTERS	\$8,287.50	
00013852	4/5/2013	17900	SCHETKY NW SALES INC	\$629.12	
00013853	4/5/2013	18035	SEWARD RHODETTA	\$292.50	
00013854	4/5/2013	18068	SHINING EXAMPLE INC	\$303.33	
00013855	4/5/2013	18075	SIEGEL OIL COMPANY	\$62.21	
00013856	4/5/2013	18145	SIX ROBBLEES INC	\$170.44	
00013857	4/5/2013	18651	STORMANS (LICENSING)	\$668.50	
00013858	4/5/2013	18695	SUMMIT LAW GROUP PLLC	\$531.00	
00013859	4/5/2013	18711	SUNSET AIR INC	\$4,693.96	
00013860	4/5/2013	18720	SUPER BEE WHEEL ALIGNMENT	\$54.30	
00013861	4/5/2013	18746	SUSTAINABLE SOUTH SOUND	\$300.00	
00013862	4/5/2013	18767	TACOMA SCREW PRODUCTS	\$18.67	
00013863	4/5/2013	18801	TAGS AWARDS & SPECIALTIES	\$38.83	
00013864	4/5/2013	18940	TENNANT COMPANY	\$250.00	
00013865	4/5/2013	18990	THERMO KING NORTHWEST	\$1,777.47	
00013866	4/5/2013	21930	TIRES INC	\$6,918.20	
00013867	4/5/2013	21950	TITUS-WILL CHEVROLET	\$1,453.40	
00013868	4/5/2013	22000	TOYOTA LIFT NORTHWEST	\$8,855.66	
00013869	4/5/2013	22010	TOYOTA OF OLYMPIA	\$601.80	
00013870	4/5/2013	22260	TRI-DIM FILTER CORPORATION	\$139.45	
00013871	4/5/2013	23400	U S BANK CORPORATE PAYMENT SYSTEMS	\$131,390.43	
00013872	4/5/2013	23405	U S BANK or CORPORATE PAYMENT SYSTEM	\$8,365.94	
00013873	4/5/2013	23660	UNITED WAY OF THURSTON COUNTY	\$2,113.50	
00013874	4/5/2013	23820	VERIZON WIRELESS	\$1,254.14	
00013875	4/5/2013	24000	W W GRAINGER INC	\$18.39	
00013876	4/5/2013	24640	WA ST DEPT OF TRANSPORTATION	\$587.10	
00013877	4/5/2013	24750	WA ST GET PROGRAM	\$297.00	
00013878	4/5/2013	25150	WANCHA, JAMES	\$75.00	
00013879	4/5/2013	25380	WASHINGTON GARDENS	\$314.65	
00013880	4/5/2013	25560	WASHINGTON STATE TRANSIT ASSOCIATIO	\$20,000.00	

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Check #	Check Date	Ref #	Name	Amount	Voided
00013881	4/5/2013	25580	WASHINGTON STATE TRANSIT INSURANCE	\$7,500.00	
00013882	4/5/2013	25858	WESTCARE CLINIC LLC PS	\$300.00	
00013883	4/5/2013	26760	ZONES	\$7,983.61	
Total:				\$471,945.66	

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Check #	Check Date	Ref #	Name	Amount	Voided
00013892	4/19/2013	01311	ACCESS INFORMATION MANAGEMENT	\$598.15	
00013893	4/19/2013	01315	ACS TRANSPORT SOLUTIONS INC	\$336.56	
00013894	4/19/2013	01405	ADVANCE GLASS INC	\$914.10	
00013895	4/19/2013	01640	ALL CITY LOCK & KEY	\$2,054.43	
00013896	4/19/2013	01660	ALL STAR FORD	\$2,829.14	
00013897	4/19/2013	01780	AMALGAMATED TRANSIT UNION 1765	\$150.00	
00013898	4/19/2013	01805	AMB TOOLS AND EQUIPMENT CO INC	\$487.12	
00013899	4/19/2013	01815	AMERICAN CUSTODIAL INC	\$9,664.65	
00013900	4/19/2013	01820	AMERICAN DRIVING RECORDS INC	\$233.78	
00013901	4/19/2013	01960	AMERICAN SEATING COMPANY	\$1,056.97	
00013902	4/19/2013	02060	AMERISAFE	\$83.92	
00013903	4/19/2013	02080	AMMANN KARL	\$520.55	
00013904	4/19/2013	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$310.80	
00013905	4/19/2013	02380	ARAMARK UNIFORM SERVICES	\$665.98	
00013906	4/19/2013	02825	AUTO PLUS - OLYMPIA	\$276.59	
00013907	4/19/2013	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$197.77	
00013908	4/19/2013	04040	BUD CLARY CHEVROLET	\$26,063.50	
00013909	4/19/2013	05340	CAPITOL COURIER SERVICE	\$353.02	
00013910	4/19/2013	05460	CARQUEST AUTO PARTS-OLYMPIA	\$30.98	
00013911	4/19/2013	05740	CED	\$66.44	
00013912	4/19/2013	05940	CENTURY LINK	\$2,853.72	
00013913	4/19/2013	06237	CLARKSON, VIRGIL	\$348.00	
00013914	4/19/2013	06270	CLAUS, DIANA	\$150.00	
00013915	4/19/2013	06490	COLE SCREENPRINT INC	\$1,726.82	
00013916	4/19/2013	06607	COMDATA	\$48,413.73	
00013917	4/19/2013	06610	COMMERCIAL BRAKE & CLUTCH	\$2,335.43	
00013918	4/19/2013	07105	CRAIN'S OFFICE SUPPLY	\$94.92	
00013919	4/19/2013	07150	CROSSROADS COLLISION CENTER	\$2,380.99	
00013920	4/19/2013	07220	CUMMINS NORTHWEST INC	\$8,038.11	
00013921	4/19/2013	08840	EMPLOYER RESOURCES NORTHWEST	\$5,503.14	
00013922	4/19/2013	09120	EXCEL SUPPLY COMPANY INC	\$445.45	
00013923	4/19/2013	09575	FASTENAL COMPANY	\$163.16	
00013924	4/19/2013	09805	FLEET PRIDE	\$102.82	
00013925	4/19/2013	10120	FRANSEN KRIS	\$80.00	
00013926	4/19/2013	10180	FREEDMAN SEATING CORPORATION	\$30.68	
00013927	4/19/2013	10285	FTE PUBLICATIONS	\$340.00	
00013928	4/19/2013	10290	FUSION GRAPHIX	\$142.67	
00013929	4/19/2013	10630	GFI GENFARE	\$502.39	
00013930	4/19/2013	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
00013931	4/19/2013	10660	GILLIG LLC	\$7,029.32	
00013932	4/19/2013	11048	HARGIS ENGINEERS INC	\$1,150.00	
00013933	4/19/2013	11205	HEATHCO INTERNATIONAL	\$295.88	
00013934	4/19/2013	11280	HILDRETH ED	\$312.50	
00013935	4/19/2013	11308	HOFSTETTER SHANNON	\$192.30	
00013936	4/19/2013	11615	INDUSTRIAL HYDRAULICS INC	\$445.50	
00013937	4/19/2013	11810	INTERSTATE BATTERY	\$882.21	
00013938	4/19/2013	11865	ISLAND SUPERIOR AIR FILTER	\$467.94	
00013939	4/19/2013	11895	J&I POWER EQUIPMENT INC	\$234.85	
00013940	4/19/2013	11905	JANEK CORPORATION	\$701.12	
00013941	4/19/2013	11930	JERRYS AUTOMOTIVE TOWING	\$391.60	
00013942	4/19/2013	12845	KNIGHT FIRE PROTECTION	\$255.00	
00013943	4/19/2013	12875	KPFF CONSULTING ENGINEERS INC	\$5,575.16	
00013944	4/19/2013	13440	LAW, LYMAN, DANIEL, KAMERRER BOGDAN	\$475.70	
00013945	4/19/2013	13510	LES SCHWAB TIRE CENTER	\$59.79	

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00013946	4/19/2013	13661	LOOMIS	\$402.85	
00013947	4/19/2013	13850	MASON COUNTY TRANSIT	\$1,607.00	
00013948	4/19/2013	13910	MB ELECTRIC	\$1,630.50	
00013949	4/19/2013	14160	MCMASTER-CARR SUPPLY CO.	\$44.46	
00013950	4/19/2013	14590	MOHAWK MFG & SUPPLY	\$266.40	
00013951	4/19/2013	14760	MUNCIE TRANSIT SUPPLY	\$895.29	
00013952	4/19/2013	14835	MVP POSTER INC	\$533.27	
00013953	4/19/2013	14900	NAPA AUTO PARTS	\$317.39	
00013954	4/19/2013	15030	NATIONAL SAFETY COUNCIL	\$103.65	
00013955	4/19/2013	15269	NORTHWEST TRUCK & INDUSTRIAL INC	\$181.96	
00013956	4/19/2013	15700	OLYMPIAN THE	\$110.01	
00013957	4/19/2013	16490	PACIFIC DISPOSAL INC	\$640.13	
00013958	4/19/2013	16557	PACIFIC MODULAR, INC	\$2,208.78	
00013959	4/19/2013	16595	PACIFIC POWER PRODUCTS	\$907.25	
00013960	4/19/2013	16630	PANORAMA CITY	\$290.00	
00013961	4/19/2013	16760	PETTIT OIL COMPANY	\$15,943.68	
00013962	4/19/2013	16765	PETRO CARD	\$96,017.01	
00013963	4/19/2013	16820	PIERCE COUNTY SECURITY	\$13,915.63	
00013964	4/19/2013	16873	PITNEY BOWES GLOBAL FINANCIAL SERV LL	\$717.42	
00013965	4/19/2013	16874	PITNEY BOWES PURCHASE POWER	\$1,500.00	
00013966	4/19/2013	17290	PUGET SOUND ENERGY	\$22,131.13	
00013967	4/19/2013	17505	RAINIER DODGE INC	\$601.01	
00013968	4/19/2013	17824	S & A SYSTEMS INC	\$3,161.37	
00013969	4/19/2013	17900	SCHETKY NW SALES INC	\$1,034.35	
00013970	4/19/2013	18075	SIEGEL OIL COMPANY	\$85.19	
00013971	4/19/2013	18145	SIX ROBBLEES INC	\$144.88	
00013972	4/19/2013	18330	SOUND LANDSCAPE PROFESSIONALS	\$3,424.05	
00013973	4/19/2013	18438	SPEECH	\$225.00	
00013974	4/19/2013	18470	SPORTWORKS NORTHWEST INC	\$131.65	
00013975	4/19/2013	18651	STORMANS (LICENSING)	\$47.75	
00013976	4/19/2013	18705	SUNBELT RENTALS	\$1,041.22	
00013977	4/19/2013	18711	SUNSET AIR INC	\$281.36	
00013978	4/19/2013	18720	SUPER BEE WHEEL ALIGNMENT	\$108.60	
00013979	4/19/2013	18755	S-SQUARE TUBE PRODUCTS	\$207.50	
00013980	4/19/2013	18767	TACOMA SCREW PRODUCTS	\$239.09	
00013981	4/19/2013	18990	THERMO KING NORTHWEST	\$1,043.24	
00013982	4/19/2013	21880	THURSTON REGIONAL PLANNING COUNCIL	\$9,090.75	
00013983	4/19/2013	21910	THYSSENKRUPP ELEVATOR	\$338.14	
00013984	4/19/2013	21950	TITUS-WILL CHEVROLET	\$0.00	<input checked="" type="checkbox"/>
00013985	4/19/2013	21950	TITUS-WILL CHEVROLET	\$2,560.12	
00013986	4/19/2013	21980	TOTAL BATTERY & AUTOMOTIVE SUPPLY	\$99.13	
00013987	4/19/2013	22100	TRANSIT SOLUTIONS, LLC	\$556.70	
00013988	4/19/2013	22325	TTL PARTNERS LLC	\$3,271.00	
00013989	4/19/2013	22420	TUMWATER PRINTING	\$2,244.66	
00013990	4/19/2013	24000	W W GRAINGER INC	\$767.70	
00013991	4/19/2013	24040	WA ST CONSOLIDATED TECHNOLOGY SERVI	\$122.18	
00013992	4/19/2013	24140	WA ST DEPT OF ENTERPRISE SERVICES	\$7,311.81	
00013993	4/19/2013	24640	WA ST DEPT OF TRANSPORTATION	\$1,242.25	
00013994	4/19/2013	24750	WA ST GET PROGRAM	\$372.50	
00013995	4/19/2013	25560	WASHINGTON STATE TRANSIT ASSOCIATIO	\$320.00	
00013996	4/19/2013	26560	YELM AREA CHAMBER OF COMMERCE	\$325.00	
00013997	4/19/2013	26700	ZEIGLER'S WELDING	\$68.08	
00013998	4/19/2013	26730	ZEPP MEL	\$130.39	
00013999	4/19/2013	26800	ZUMAR INDUSTRIES INC	\$283.97	

Intercity Transit
Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 04/19/2013

Thru Date: 04/19/2013

Check #	Check Date	Ref #	Name	Amount	Voided
				Total:	\$340,259.80

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 05/03/2013

Thru Date: 05/03/2013

Check #	Check Date	Ref #	Name	Amount	Voided
00014005	5/3/2013	01405	ADVANCE GLASS INC	\$424.32	
00014006	5/3/2013	01480	AIR FLOW SYSTEMS INC	\$931.35	
00014007	5/3/2013	01660	ALL STAR FORD	\$3,700.38	
00014008	5/3/2013	01780	AMALGAMATED TRANSIT UNION 1765	\$12,646.19	
00014009	5/3/2013	01960	AMERICAN SEATING COMPANY	\$565.19	
00014010	5/3/2013	02060	AMERISAFE	\$31.01	
00014011	5/3/2013	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$132.05	
00014012	5/3/2013	02380	ARAMARK UNIFORM SERVICES	\$482.76	
00014013	5/3/2013	02425	ARONSON SECURITY GROUP INC	\$2,595.00	
00014014	5/3/2013	02480	ASE SUPPLY INC	\$36.28	
00014015	5/3/2013	02825	AUTO PLUS - OLYMPIA	\$548.98	
00014016	5/3/2013	03350	BERNIE'S CUSTOM PAINT, INC.	\$336.10	
00014017	5/3/2013	03650	BRUCE TITUS AUTOMOTIVE GROUP	\$78.51	
00014018	5/3/2013	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	<input checked="" type="checkbox"/>
00014019	5/3/2013	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$1,304.06	
00014020	5/3/2013	04040	BUD CLARY CHEVROLET	\$244,743.00	
00014021	5/3/2013	04260	BUSINESS EXAMINER	\$860.00	
00014022	5/3/2013	05380	CARDINAL HEALTH MEDICAL PRODUCTS/SE	\$1,083.10	
00014023	5/3/2013	05460	CARQUEST AUTO PARTS-OLYMPIA	\$29.47	
00014024	5/3/2013	05740	CED	\$107.15	
00014025	5/3/2013	05945	CENTURY LINK	\$157.60	
00014026	5/3/2013	06040	CITY OF LACEY	\$620.76	
00014027	5/3/2013	06060	CITY OF OLYMPIA	\$400.00	
00014028	5/3/2013	06120	CITY OF OLYMPIA UTILITIES	\$3,148.30	
00014029	5/3/2013	06270	CLAUS, DIANA	\$150.00	
00014030	5/3/2013	06610	COMMERCIAL BRAKE & CLUTCH	\$1,450.11	
00014031	5/3/2013	06875	COOK SECURITY GROUP	\$6,839.17	
00014032	5/3/2013	07220	CUMMINS NORTHWEST INC	\$4,131.05	
00014033	5/3/2013	07617	DAVID M HOWE TRUSTEE	\$761.68	
00014034	5/3/2013	08445	DUO-GARD INDUSTRIES	\$5,358.91	
00014035	5/3/2013	08680	EHRLICH'S OFFICE PRODUCTS	\$188.82	
00014036	5/3/2013	09805	FLEET PRIDE	\$345.82	
00014037	5/3/2013	09820	FLEET-NET CORP	\$1,642.88	
00014038	5/3/2013	10290	FUSION GRAPHIX	\$336.01	
00014039	5/3/2013	10550	GEESEY DOUGLAS V	\$163.68	
00014040	5/3/2013	10630	GFI GENFARE	\$109.39	
00014041	5/3/2013	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
00014042	5/3/2013	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
00014043	5/3/2013	10660	GILLIG LLC	\$22,862.16	
00014044	5/3/2013	10880	GRIMM COLLECTIONS	\$900.89	
00014045	5/3/2013	11422	HUNG RIGHT DOORS LLC	\$915.26	
00014046	5/3/2013	11615	INDUSTRIAL HYDRAULICS INC	\$41.75	
00014047	5/3/2013	11740	INTERCITY ADVANCED TRAVEL	\$1,957.92	
00014048	5/3/2013	11753	INTERCITY FITNESS	\$622.00	
00014049	5/3/2013	11770	INTERCITY PETTY CASH	\$426.12	
00014050	5/3/2013	11775	INTERCITY PROJECT ASSISTANCE	\$758.00	
00014051	5/3/2013	11785	INTERNATIONAL ASSOCIATION OF MACHINIS	\$2,610.43	
00014052	5/3/2013	11810	INTERSTATE BATTERY	\$556.27	
00014053	5/3/2013	14385	MESSMER, PAT	\$227.67	
00014054	5/3/2013	14590	MOHAWK MFG & SUPPLY	\$174.28	
00014055	5/3/2013	14695	MOTORS & CONTROLS CORP	\$52.85	
00014056	5/3/2013	14900	NAPA AUTO PARTS	\$447.73	
00014057	5/3/2013	15133	NEXUS IS INC	\$36,023.91	
00014058	5/3/2013	16250	ON-HOLD CONCEPTS INC	\$70.66	

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 05/03/2013

Thru Date: 05/03/2013

Check #	Check Date	Ref #	Name	Amount	Voided
00014059	5/3/2013	16593	PACIFIC OFFICE AUTOMATION	\$3,037.23	
00014060	5/3/2013	16595	PACIFIC POWER PRODUCTS	\$1,774.73	
00014061	5/3/2013	16695	PATTISON WATER COMPANY	\$94.98	
00014062	5/3/2013	16753	PERTEET INC	\$860.63	
00014063	5/3/2013	16760	PETTIT OIL COMPANY	\$3,907.98	
00014064	5/3/2013	16765	PETRO CARD	\$163,282.93	
00014065	5/3/2013	17505	RAINIER DODGE INC	\$181.40	
00014066	5/3/2013	17560	RE AUTO ELECTRIC INC	\$82.29	
00014067	5/3/2013	17900	SCHETKY NW SALES INC	\$1,131.86	
00014068	5/3/2013	18145	SIX ROBBLEES INC	\$71.24	
00014069	5/3/2013	18420	SOUTHGATE FENCE INC	\$663.07	
00014070	5/3/2013	18470	SPORTWORKS NORTHWEST INC	\$1,113.32	
00014071	5/3/2013	18510	SRG PARTNERSHIP	\$24,470.11	
00014072	5/3/2013	18540	STAFFORD HEATHER	\$71.00	
00014073	5/3/2013	18651	STORMANS (LICENSING)	\$279.00	
00014074	5/3/2013	18705	SUNBELT RENTALS	\$459.27	
00014075	5/3/2013	18940	TENNANT COMPANY	\$651.55	
00014076	5/3/2013	18990	THERMO KING NORTHWEST	\$58.08	
00014077	5/3/2013	21950	TITUS-WILL CHEVROLET	\$3,234.15	
00014078	5/3/2013	22010	TOYOTA OF OLYMPIA	\$500.49	
00014079	5/3/2013	23530	U S POSTAL SERVICE	\$200.00	
00014080	5/3/2013	23660	UNITED WAY OF THURSTON COUNTY	\$1,408.00	
00014081	5/3/2013	23715	URBAN SOLAR CORPORATION	\$32,283.90	
00014082	5/3/2013	23740	USSC LLC	\$1,455.80	
00014083	5/3/2013	24000	W W GRAINGER INC	\$76.53	
00014084	5/3/2013	24220	WA ST DEPT OF L & I BOILER SECTION	\$316.00	
00014085	5/3/2013	24740	WA ST EMPLOYMENT SECURITY DEPARTME	\$6,046.89	
00014086	5/3/2013	24750	WA ST GET PROGRAM	\$372.50	
00014087	5/3/2013	25580	WASHINGTON STATE TRANSIT INSURANCE	\$250.00	
00014088	5/3/2013	25665	WATKINSON, LARRY	\$103.70	
00014089	5/3/2013	25858	WESTCARE CLINIC LLC PS	\$375.00	
00014090	5/3/2013	26700	ZEIGLER'S WELDING	\$7,180.80	
00014091	5/3/2013	26720	ZEP MANUFACTURING CO	\$2,338.94	
00014092	5/3/2013	26760	ZONES	\$19,149.63	
Total:				\$642,569.98	

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 05/17/2013

Thru Date: 05/17/2013

Check #	Check Date	Ref #	Name	Amount	Voided
00014097	5/17/2013	01405	ADVANCE GLASS INC	\$671.16	
00014098	5/17/2013	01660	ALL STAR FORD	\$295.76	
00014099	5/17/2013	01780	AMALGAMATED TRANSIT UNION 1765	\$150.00	
00014100	5/17/2013	01815	AMERICAN CUSTODIAL INC	\$9,664.65	
00014101	5/17/2013	01820	AMERICAN DRIVING RECORDS INC	\$301.43	
00014102	5/17/2013	01895	AMERICAN PETROLEUM ENVIRONMENTAL S	\$200.00	
00014103	5/17/2013	01960	AMERICAN SEATING COMPANY	\$1,754.04	
00014104	5/17/2013	02060	AMERISAFE	\$854.63	
00014105	5/17/2013	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$125.51	
00014106	5/17/2013	02380	ARAMARK UNIFORM SERVICES	\$984.66	
00014107	5/17/2013	02810	AUSSERER, HANNAH	\$72.71	
00014108	5/17/2013	02825	AUTO PLUS - OLYMPIA	\$193.68	
00014109	5/17/2013	03350	BERNIE'S CUSTOM PAINT, INC.	\$969.68	
00014110	5/17/2013	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$8,667.25	
00014111	5/17/2013	03940	B&B SIGN CO LLC	\$137.09	
00014112	5/17/2013	04105	BUILDERS EXCHANGE OF WASHINGTON INC	\$39.30	
00014113	5/17/2013	05460	CARQUEST AUTO PARTS-OLYMPIA	\$24.45	
00014114	5/17/2013	05740	CED	\$336.40	
00014115	5/17/2013	05940	CENTURY LINK	\$2,772.10	
00014116	5/17/2013	06270	CLAUS, DIANA	\$150.00	
00014117	5/17/2013	06607	COMDATA	\$46,581.46	
00014118	5/17/2013	06610	COMMERCIAL BRAKE & CLUTCH	\$2,396.40	
00014119	5/17/2013	07150	CROSSROADS COLLISION CENTER	\$1,467.87	
00014120	5/17/2013	07220	CUMMINS NORTHWEST INC	\$7,399.53	
00014121	5/17/2013	07520	DAILY JOURNAL OF COMMERCE	\$222.60	
00014122	5/17/2013	08105	DOUG WALKER PHOTOGRAPHY	\$343.40	
00014123	5/17/2013	08435	DUJMOV RICK DAVID	\$73.36	
00014124	5/17/2013	08780	EMERALD RECYCLING SERVICE	\$521.44	
00014125	5/17/2013	09805	FLEET PRIDE	\$408.35	
00014126	5/17/2013	10290	FUSION GRAPHIX	\$201.85	
00014127	5/17/2013	10630	GFI GENFARE	\$142.66	
00014128	5/17/2013	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
00014129	5/17/2013	10660	GILLIG LLC	\$14,424.07	
00014130	5/17/2013	10758	GORDON THOMAS HONEYWELL GOV AFFAIR	\$3,000.00	
00014131	5/17/2013	10820	GRAPHIC COMMUNICATIONS	\$144.70	
00014132	5/17/2013	10825	GRAVITEC SYSTEMS INC	\$1,744.09	
00014133	5/17/2013	11048	HARGIS ENGINEERS INC	\$460.00	
00014134	5/17/2013	11175	HEALTH CARE AUTHORITY	\$299,949.88	
00014135	5/17/2013	11250	HERGUTH LABORATORIES INC.	\$2,272.73	
00014136	5/17/2013	11308	HOFSTETTER SHANNON	\$384.60	
00014137	5/17/2013	11414	HULTZ BHU ENGINEERS INC	\$685.94	
00014138	5/17/2013	11535	ILIUM ASSOCIATES INC	\$340.00	
00014139	5/17/2013	11810	INTERSTATE BATTERY	\$720.35	
00014140	5/17/2013	11905	JANEK CORPORATION	\$935.25	
00014141	5/17/2013	11930	JERRYS AUTOMOTIVE TOWING	\$478.72	
00014142	5/17/2013	12725	KINGS III OF AMERICA INC	\$216.15	
00014143	5/17/2013	13485	LEMAY MOBILE SHREDDING	\$112.00	
00014144	5/17/2013	13510	LES SCHWAB TIRE CENTER	\$148.05	
00014145	5/17/2013	13555	LIBBY ENVIRONMENTAL, LLC	\$210.00	
00014146	5/17/2013	13661	LOOMIS	\$362.91	
00014147	5/17/2013	13725	MAD ISMS PRECISION SILK SCREEN	\$1,320.47	
00014148	5/17/2013	13850	MASON COUNTY TRANSIT	\$1,819.00	
00014149	5/17/2013	14590	MOHAWK MFG & SUPPLY	\$240.84	
00014150	5/17/2013	14695	MOTORS & CONTROLS CORP	\$87.63	

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 05/17/2013

Thru Date: 05/17/2013

Check #	Check Date	Ref #	Name	Amount	Voided
00014151	5/17/2013	14760	MUNCIE TRANSIT SUPPLY	\$508.20	
00014152	5/17/2013	14900	NAPA AUTO PARTS	\$451.57	
00014153	5/17/2013	15090	NELSON TRUCK	\$114.85	
00014154	5/17/2013	15255	NORTHWEST PUMP & EQUIPMENT	\$56.32	
00014155	5/17/2013	15269	NORTHWEST TRUCK & INDUSTRIAL INC	\$200.16	
00014156	5/17/2013	15575	OLYMPIA FAMILY THEATER	\$140.00	
00014157	5/17/2013	16490	PACIFIC DISPOSAL INC	\$447.44	
00014158	5/17/2013	16595	PACIFIC POWER PRODUCTS	\$558.51	
00014159	5/17/2013	16760	PETTIT OIL COMPANY	\$273.97	
00014160	5/17/2013	16765	PETRO CARD	\$64,249.09	
00014161	5/17/2013	16820	PIERCE COUNTY SECURITY	\$13,675.44	
00014162	5/17/2013	17216	PROTHMAN	\$8,833.33	
00014163	5/17/2013	17290	PUGET SOUND ENERGY	\$18,132.56	
00014164	5/17/2013	17392	QUALITY PARKING LOT SERVICES LLC	\$1,066.24	
00014165	5/17/2013	17505	RAINIER DODGE INC	\$226.96	
00014166	5/17/2013	17725	ROADWAY EXPRESS INC	\$168.61	
00014167	5/17/2013	17760	ROSS AND WHITE COMPANY	\$231.10	
00014168	5/17/2013	17824	S & A SYSTEMS INC	\$12,328.18	
00014169	5/17/2013	17900	SCHETKY NW SALES INC	\$2,992.24	
00014170	5/17/2013	18068	SHINING EXAMPLE INC	\$303.33	
00014171	5/17/2013	18210	SME SOLUTIONS	\$677.60	
00014172	5/17/2013	18330	SOUND LANDSCAPE PROFESSIONALS	\$3,750.15	
00014173	5/17/2013	18470	SPORTWORKS NORTHWEST INC	\$101.60	
00014174	5/17/2013	18651	STORMANS (LICENSING)	\$477.50	
00014175	5/17/2013	21910	THYSSENKRUPP ELEVATOR	\$796.98	
00014176	5/17/2013	21930	TIRES INC	\$7,785.97	
00014177	5/17/2013	21950	TITUS-WILL CHEVROLET	\$1,701.85	
00014178	5/17/2013	22010	TOYOTA OF OLYMPIA	\$58.32	
00014179	5/17/2013	22100	TRANSIT SOLUTIONS, LLC	\$385.46	
00014180	5/17/2013	22260	TRI-DIM FILTER CORPORATION	\$75.49	
00014181	5/17/2013	22325	TTL PARTNERS LLC	\$3,271.00	
00014182	5/17/2013	23400	U S BANK CORPORATE PAYMENT SYSTEMS	\$36,228.68	
00014183	5/17/2013	23405	U S BANK or CORPORATE PAYMENT SYSTEM	\$6,596.95	
00014184	5/17/2013	23740	USSC LLC	\$1,208.11	
00014185	5/17/2013	23820	VERIZON WIRELESS	\$1,249.45	
00014186	5/17/2013	24000	W W GRAINGER INC	\$218.18	
00014187	5/17/2013	24040	WA ST CONSOLIDATED TECHNOLOGY SERVI	\$148.01	
00014188	5/17/2013	24140	WA ST DEPT OF ENTERPRISE SERVICES	\$521.20	
00014189	5/17/2013	24750	WA ST GET PROGRAM	\$372.50	
00014190	5/17/2013	24905	WA ST SCHOOL FOR THE BLIND	\$1,331.30	
00014191	5/17/2013	25380	WASHINGTON GARDENS	\$315.52	
00014192	5/17/2013	25560	WASHINGTON STATE TRANSIT ASSOCIATIO	\$75.00	
00014193	5/17/2013	26040	WILLIAMS OIL FILTER SERVICE	\$53.59	
00014194	5/17/2013	26700	ZEIGLER'S WELDING	\$274.56	
			Total:	\$610,813.87	

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 05/31/2013

Thru Date: 05/31/2013

Check #	Check Date	Ref #	Name	Amount	Voided
00014200	5/31/2013	01230	A WORKSAFE SERVICE INC	\$139.00	
00014201	5/31/2013	01311	ACCESS INFORMATION MANAGEMENT	\$779.42	
00014202	5/31/2013	01405	ADVANCE GLASS INC	\$1,845.27	
00014203	5/31/2013	01480	AIR FLOW SYSTEMS INC	\$1,161.02	
00014204	5/31/2013	01640	ALL CITY LOCK & KEY	\$33.70	
00014205	5/31/2013	01780	AMALGAMATED TRANSIT UNION 1765	\$13,026.82	
00014206	5/31/2013	01805	AMB TOOLS AND EQUIPMENT CO INC	\$1,844.16	
00014207	5/31/2013	01920	AMERICAN PUBLIC TRANSIT ASSOCIATION	\$75.00	
00014208	5/31/2013	01960	AMERICAN SEATING COMPANY	\$706.88	
00014209	5/31/2013	02240	APEX MAILING SERVICE	\$200.48	
00014210	5/31/2013	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$163.17	
00014211	5/31/2013	02380	ARAMARK UNIFORM SERVICES	\$650.52	
00014212	5/31/2013	02480	ASE SUPPLY INC	\$48.99	
00014213	5/31/2013	03250	BATTERY SYSTEMS, INC	\$648.11	
00014214	5/31/2013	03350	BERNIE'S CUSTOM PAINT, INC.	\$873.19	
00014215	5/31/2013	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$712.42	
00014216	5/31/2013	03940	B&B SIGN CO LLC	\$169.73	
00014217	5/31/2013	04105	BUILDERS EXCHANGE OF WASHINGTON INC	\$45.00	
00014218	5/31/2013	05340	CAPITOL COURIER SERVICE	\$194.57	
00014219	5/31/2013	05740	CED	\$298.43	
00014220	5/31/2013	05940	CENTURY LINK	\$81.26	
00014221	5/31/2013	05945	CENTURY LINK	\$151.09	
00014222	5/31/2013	06060	CITY OF OLYMPIA	\$1,543.46	
00014223	5/31/2013	06120	CITY OF OLYMPIA UTILITIES	\$5,389.41	
00014224	5/31/2013	06610	COMMERCIAL BRAKE & CLUTCH	\$152.37	
00014225	5/31/2013	07105	CRAIN'S OFFICE SUPPLY	\$220.62	
00014226	5/31/2013	07150	CROSSROADS COLLISION CENTER	\$2,079.66	
00014227	5/31/2013	07163	CTS / PACIFIC APEX CONSTRUCTION LLC	\$33,647.32	
00014228	5/31/2013	07220	CUMMINS NORTHWEST INC	\$3,146.84	
00014229	5/31/2013	07617	DAVID M HOWE TRUSTEE	\$761.68	
00014230	5/31/2013	07940	DEC SERVICE CO LLC A SUBSIDIARY OF	\$152.65	
00014231	5/31/2013	08780	EMERALD RECYCLING SERVICE	\$1,048.65	
00014232	5/31/2013	08925	ENVIROISSUES INC	\$2,978.00	
00014233	5/31/2013	10630	GFI GENFARE	\$159.40	
00014234	5/31/2013	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
00014235	5/31/2013	10660	GILLIG LLC	\$10,232.42	
00014236	5/31/2013	10886	GROUP HEALTH COOPERATIVE	\$225.00	
00014237	5/31/2013	10902	GUARDIAN ID SYSTEMS INC	\$206.71	
00014238	5/31/2013	10990	HANDI-HUT, INC.	\$51,506.00	
00014239	5/31/2013	11175	HEALTH CARE AUTHORITY	\$292,780.73	
00014240	5/31/2013	11308	HOFSTETTER SHANNON	\$192.30	
00014241	5/31/2013	11338	HON COMPANY, THE	\$19,726.10	
00014242	5/31/2013	11355	HOOSIER, CAROL	\$1,766.44	
00014243	5/31/2013	11615	INDUSTRIAL HYDRAULICS INC	\$606.78	
00014244	5/31/2013	11753	INTERCITY FITNESS	\$626.00	
00014245	5/31/2013	11775	INTERCITY PROJECT ASSISTANCE	\$1,522.00	
00014246	5/31/2013	11785	INTERNATIONAL ASSOCIATION OF MACHINIS	\$2,580.75	
00014247	5/31/2013	11810	INTERSTATE BATTERY	\$657.91	
00014248	5/31/2013	11905	JANEK CORPORATION	\$489.60	
00014249	5/31/2013	11930	JERRYS AUTOMOTIVE TOWING	\$890.63	
00014250	5/31/2013	12825	KIRK'S AUTOMOTIVE INCORPORATED	\$440.00	
00014251	5/31/2013	12875	KPFF CONSULTING ENGINEERS INC	\$1,856.20	
00014252	5/31/2013	13510	LES SCHWAB TIRE CENTER	\$122.28	
00014253	5/31/2013	14590	MOHAWK MFG & SUPPLY	\$347.04	

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 05/31/2013

Thru Date: 05/31/2013

Check #	Check Date	Ref #	Name	Amount	Voided
00014254	5/31/2013	14610	MOONEY, JENNIFER	\$988.76	
00014255	5/31/2013	14695	MOTORS & CONTROLS CORP	\$68.43	
00014256	5/31/2013	14900	NAPA AUTO PARTS	\$534.25	
00014257	5/31/2013	15255	NORTHWEST PUMP & EQUIPMENT	\$141.36	
00014258	5/31/2013	15269	NORTHWEST TRUCK & INDUSTRIAL INC	\$182.13	
00014259	5/31/2013	15530	OLYMPIA AUTOBODY, INC.	\$1,865.92	
00014260	5/31/2013	15645	OLYMPIA POWER AND LIGHT	\$910.00	
00014261	5/31/2013	15700	OLYMPIAN THE	\$665.60	
00014262	5/31/2013	16593	PACIFIC OFFICE AUTOMATION	\$3,094.13	
00014263	5/31/2013	16595	PACIFIC POWER PRODUCTS	\$2,653.15	
00014264	5/31/2013	16765	PETRO CARD	\$133,828.90	
00014265	5/31/2013	16874	PITNEY BOWES PURCHASE POWER	\$2,111.50	
00014266	5/31/2013	17510	RAINIER LIGHTING & ELECTRIC SUPPLY, INC	\$413.44	
00014267	5/31/2013	17525	RAMCO ENGINEERING INC	\$205.81	
00014268	5/31/2013	17712	RIGHT! SYSTEMS INC	\$489.60	
00014269	5/31/2013	17805	ROUTEMATCH SOFTWARE INC	\$11,679.28	
00014270	5/31/2013	17875	SARAH SHUFELT	\$1,565.28	
00014271	5/31/2013	17900	SCHETKY NW SALES INC	\$880.15	
00014272	5/31/2013	17970	SEATTLE MEDIUM	\$288.00	
00014273	5/31/2013	18145	SIX ROBBLEES INC	\$214.42	
00014274	5/31/2013	18470	SPORTWORKS NORTHWEST INC	\$196.14	
00014275	5/31/2013	18705	SUNBELT RENTALS	\$290.89	
00014276	5/31/2013	18767	TACOMA SCREW PRODUCTS	\$124.37	
00014277	5/31/2013	18801	TAGS AWARDS & SPECIALTIES	\$4,510.00	
00014278	5/31/2013	18813	TALENTWISE SOLUTIONS LLC	\$120.00	
00014279	5/31/2013	18990	THERMO KING NORTHWEST	\$322.82	
00014280	5/31/2013	21870	THURSTON MASON SENIOR NEWS -THE	\$228.00	
00014281	5/31/2013	21950	TITUS-WILL CHEVROLET	\$0.00	<input checked="" type="checkbox"/>
00014282	5/31/2013	21950	TITUS-WILL CHEVROLET	\$2,822.99	
00014283	5/31/2013	23660	UNITED WAY OF THURSTON COUNTY	\$1,402.00	
00014284	5/31/2013	23740	USSC LLC	\$3,225.73	
00014285	5/31/2013	24140	WA ST DEPT OF ENTERPRISE SERVICES	\$450.00	
00014286	5/31/2013	24640	WA ST DEPT OF TRANSPORTATION	\$397.06	
00014287	5/31/2013	24750	WA ST GET PROGRAM	\$372.50	
00014288	5/31/2013	25580	WASHINGTON STATE TRANSIT INSURANCE	\$400.00	
00014289	5/31/2013	25858	WESTCARE CLINIC LLC PS	\$225.00	
00014290	5/31/2013	26280	WRIGHT COMMUNICATIONS INC	\$360.00	
00014291	5/31/2013	26760	ZONES	\$5,207.53	
Total:				\$645,338.32	

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 5-A
MEETING DATE: July 03, 2013

FOR: Intercity Transit Authority
FROM: Bob Holman, ext. 5885
SUBJECT: TIP Public Hearing

- 1) **The Issue:** Take public testimony on the proposed 2014-16 Transportation Improvement Program (TIP) and 2013 Revised Projects list for projected Federal Transit Administration (FTA) funded projects for programming into the local, regional and state planning documents prior to proposed Intercity Transit Authority TIP approval at a Special Meeting on July 17, 2013.

- 2) **Recommended Action:** Receive and consider public testimony.

- 3) **Policy Analysis:** Grant guidelines require we offer the opportunity for a public hearing for prospective federally funded projects.

- 4) **Background:** The draft 2014-2016 TIP and revised list of 2013 projects for Federal Transit Administration funding is consistent with projects that are or will be identified in the *2014-2017 Capital Improvement Program* and the *2012-2018 Capital Program* that will be included in Intercity Transit's **2013-2018 Transportation Development Plan** and is also consistent with the **2013-2018 Strategic Plan**.

Project elements in the proposed 2014-16 Transportation Improvement Program (TIP) and 2013 Revised Projects list are:

- Capital Preventive Maintenance for 2014, 2015 and 2016. This is for planning purposes pending adoption of the federal budget for federal fiscal years 2013 through 2015.
- Approximately 12 hybrid, biodiesel-electric replacement coaches, for planning purposes, anticipating funds from one or more FTA grants combined with PSRC 5307 "earned share" to meet the planned need for replacement coaches in 2016.
- Final Engineering & Construction for transit maintenance and operations facility expansion in 2013-2015. This project is for planning purposes in the event a funding request from one or more FTA grant applications is successful.
- Federal funding to continue the Walk and Roll Program for youth transportation education.

- A portion of funding required for purchasing expansion and replacement vanpool vans.
- Bus stop enhancements for accessibility and safety.
- An augmentation of existing federal funding for engineering and construction for the OTC Expansion Project.
- A Smart Corridor multijurisdictional intelligent signaling project on major corridors for 2013 through 2015.

The Thurston Regional Planning Council will move the programming of Intercity Transit's proposed, federally funded projects through their annual process for updating the Regional Transportation Improvement Program (RTIP) for planned projects and the State Transportation Improvement Program (STIP) when funding is secured. The STIP then gets approved by the state and federal transportation agencies as the final step in this programming process.

5) **Alternatives:** N/A

6) **Budget Notes:** The TIP reflects projects that could be considered for 2013 through 2015 budgets and is consistent with Intercity Transit's **2011-2016 Transportation Development Plan** and **2012-2017 Strategic Plan**.

7) **Goal Reference:** The project elements support agency goals: Goal 1: *“Assess the transportation needs of our community.”* Goal 4: *“Provide responsive transportation options.”*

8) **References:** TIP public notice, TIP Projects Spreadsheet, and Legal Ad copy.



Date Submitted: June 06, 2013

Contact: Rhodetta Seward, Intercity Transit
(360) 705-5856

Please bill Intercity Transit at the above address for publication of the following notice in the legal section of The Olympian.

**INTERCITY TRANSIT AUTHORITY
NOTICE OF PUBLIC HEARING
JULY 03, 2013
5:30 P.M.**

The Intercity Transit Authority will hold a public hearing July 03, 2013, at 5:30 p.m., on the 2014, 2015 and 2016 and revised 2013 elements of Intercity Transit's Transportation Improvement Program (TIP) for projects with projected U.S. Department of Transportation funding. The hearing will be conducted in the Intercity Transit Board Room at 526 Pattison St SE, Olympia 98501 (ADA accessible).

This programming of projects (POP) into the TIP represents a complete listing and the draft TIP will be final unless modified following the public hearing. Copies of the draft TIP for projects with prospective federal funding is available during normal business hours at Intercity Transit's offices at 526 Pattison St SE, Olympia, phone (360) 705-5885. Written comments may be submitted to the Grants Program Administrator, Development Dept., Intercity Transit, PO Box 659, Olympia, WA 98507 or through email at bholman@intercitytransit.com.

For Capital Preventive Maintenance projects only, projected funding is apportioned under Section 5307, Urbanized Area Formula grant program of the Federal Transit Administration. Some 5307 funds are apportioned to the Puget Sound Regional Council (PSRC) with an "earned share" allocated to Intercity Transit based on service provided to or from the PSRC region. For direct 5307 funds, the State of Washington is the designated recipient, and Intercity Transit the grantee to whom funds are allocated. Other project funding is based on estimated, potentially available discretionary federal funding.

PROJECT DESCRIPTION	LOCAL	FEDERAL	TOTAL
I. Capital Projects (80:20 funding)			
1. Capital Preventive Maintenance for 2013 (TIP Project IT1301)	\$ 862,600	\$3,450,398	\$4,312,998
2. Capital Preventive Maintenance for 2014 (TIP Project IT1401)	\$981,592	\$3,926,366	\$4,907,958
3. Capital Preventive Maintenance for 2015 (TIP Project IT1501)	\$1,002,289	\$4,009,157	\$5,011,446
4. Capital Preventive Maintenance for 2016 (TIP Project IT1601)	\$1,023,433	\$4,093,732	\$5,117,165
II. Capital Projects (80:20 funding)			
1. Purchase heavy duty, hybrid, biodiesel-electric replacement coaches in 2015/16 (TIP Project 1502, partial funding)	\$ 415,870	\$1,663,475	\$2,079,345
2. Final Engineering & Construction for Olympia Transit Center expansion (TIP Project 1103 - supplements previous funding)	\$ 72,508	\$ 464,592	\$ 537,100
3. Vanpool vans replacement &/or expansion	\$ 620,546	\$2,482,182	\$3,102,728
III. Miscellaneous Capital Projects			
1. Bus Stop Enhancements for accessibility and safety (TIP Project 1305)	\$ 25,000	\$160,000	\$185,000
2. Walk-n-Roll Youth Transportation Education Program (TIP Project IT1306)	\$ 5,300	\$ 34,000	\$ 39,300
TOTAL	\$5,009,138	\$20,283,902	\$25,293,040

PUBLISH: Legal Section
First date available following June 6, 2013



News Release

For Immediate Release:

June 12, 2013

Transit Seeks Public Comment On Transportation Improvement Projects

Olympia/Thurston County, WA - Intercity Transit, the public transportation agency for Thurston County, invites public comment on potential federally funded transit projects proposed in the agency's 2014-2016 Transportation Improvement Program and its 2013 revised project list. The Intercity Transit Authority, the governing board for the agency, will review all comments made prior to and any made at the public hearing on Wednesday, July 3, 2013. The public hearing will occur at Intercity Transit's business office, 526 Pattison Street SE, in Olympia (just off Pacific Avenue and I-5 exit 107). Routes 62A, 62B, and 66 serve this location.

Once the Transit Authority approves the projects outlined in its Transportation Improvement Program (TIP), the projects are subject to review by the respective regional planning organizations (Thurston Regional Planning Council-TRPC and Puget Sound Regional Council – PSRC) that have responsibility for integration in their Regional Transportation Improvement Programs (RTIP). Projects in RTIPs become part of the State Transportation Improvement Program, which is subject to federal transportation agency review.

The currently proposed TIP projects total more than \$25 million in combined federal and local funds for the revised 2013 and 2014-2016 time frame. Projects for which Intercity Transit has programmed potential funding for 2014-2016 and project revisions for 2013 are:

- Preventive maintenance of buses and vans which helps extend the life cycle of vehicles;
- Purchase of hybrid, biodiesel-electric coaches to replace older buses;
- Federal funding to continue Walk-n-Roll youth transportation partnerships;
- Purchase of vanpool vans;
- Bus stop enhancements to improve accessibility and safety;
- Additional funding for the engineering and construction of the Olympia Transit Center expansion, in order to address current capacity issues, and
- A Smart Corridor Project related to regional traffic signal prioritization to enhance operational efficiency for the transit system.

The draft TIP represents Intercity Transit's complete program of potential federally funded projects for 2014 through 2016 plus a revised project list for 2013 including projects programmed through both TRPC and PSRC.

Copies of the draft Intercity Transit TIP for federally funded projects are available at Intercity Transit's business office, 526 Pattison Street SE, Olympia. The office is open Monday through Friday, 8 a.m. to 5 p.m. Information is also available online at www.intercitytransit.com.

Members of the public may comment at the public hearing or by writing, calling, or emailing Intercity Transit. All advance comments must be received by 4 p.m. on Tuesday, July 2, 2013. Send comments to tellsus@intercitytransit.com, 360.705.5852, or to Grants Program Administrator, Development Department, Intercity Transit, P.O. Box 659, Olympia, WA 98507-0659. Questions may be directed to Bob Holman, Grants Program Administrator, by mail to the above address, at (360) 705-5885, or by email at bholman@intercitytransit.com.

For More Information:

Meg Kester 360-705-5842

www.intercitytransit.com

Intercity Transit 2013 Revised and 2014-16 TIP

Federally Funded Projects									
IT #	Project	2013 revised	2014	2015	2016	2017-2019	Federal	Type	Local
1	IT 1301 Capital Preventive Maintenance (2013 TRPC & 2012 PSRC)	\$4,312,998					\$3,450,398	Sec. 5307 IT Apportionment & PSRC Earned Share	\$862,600
2	IT 1401 Capital Preventive Maintenance (2014 TRPC & PSRC)		\$4,907,958				\$3,926,366	Sec. 5307 IT Apportionment & PSRC Earned Share	\$981,592
3	IT 1501 Capital Preventive Maintenance (2015 TRPC & PSRC)			\$5,011,446			\$4,009,157	Sec. 5307 IT Apportionment & PSRC Earned Share	\$1,002,289
4	IT 1601 Capital Preventive Maintenance (2016 TRPC & PSRC)				\$5,117,165		\$4,093,732	Sec. 5307 IT Apportionment & PSRC Earned Share	\$1,023,433
5	Capital Preventive Maintenance 3 Yrs (2017-2019 TRPC & PSRC)					\$16,008,750	\$12,807,000	Sec. 5307 IT Apportionment & PSRC Earned Share	\$3,201,750
6	IT 1502 Replacement, heavy duty, hybrid buses - order in 2018 (PSRC)			\$2,079,345			\$1,663,475	Sec. 5307 PSRC Earned Share	\$415,870
7	Vanpool Vans - Replacement & Expansion (PSRC)	\$780,000	\$945,068	\$427,849	\$949,811	\$3,061,508	\$4,931,379	Sec. 5307 PSRC Earned Share	\$1,232,856

Intercity Transit 2013 Revised and 2014-16 TIP

Federally Funded Projects										
	IT #	Project	2013 revised	2014	2015	2016	2017-2019	Federal	Type	Local
8	IT11 03	2011 & 2013 STP-U Funded Portion of	\$1,985,065					\$1,717,082	Federal Surface Transporta- tion	\$267,983
		OTC Expansion- Design & Construction								
9	IT 1305	2013-14 Transportation Alternatives (TA) Bus Stop Enhancements	\$185,000					\$160,025	Federal Surface Transporta- tion	\$24,975
10	IT 1306	2013-14 Transportation Alternatives (TA) Walk-N-Roll Youth Transportation Education	\$39,300					\$34,000	Federal Surface Transporta- tion	\$5,300
Total Federal Funded Projects			\$7,311,559	\$5,868,025	\$7,521,140	\$6,066,976	\$19,070,258	\$36,815,147		\$9,024,345
11		Pattison Maintenance Facility Expansion		\$22,000,000				unknown	unknown	unknown

Intercity Transit 2013 Revised and 2014-16 TIP

Federally Funded Projects						
	IT #	Project	Total	Fed %	Project Status	
1	IT 1301	Capital Preventive Maintenance (2013 TRPC & 2012 PSRC)	\$4,312,998	80%	Current - amending for full year apportionment	Apportioned 5307/5340 Including PSRC Earned Share
2	IT 1401	Capital Preventive Maintenance (2014 TRPC & PSRC)	\$4,907,958	80%	Planning Purpose	New - Anticipated Formula 5307
3	IT 1501	Capital Preventive Maintenance (2015 TRPC & PSRC)	\$5,011,446	80%	Planning Purpose	New - Anticipated Formula 5307
4	IT 1601	Capital Preventive Maintenance (2016 TRPC & PSRC)	\$5,117,165	80%	Planning Purpose	New - Anticipated Formula 5307
5		Capital Preventive Maintenance 3 Yrs (2017-2019 TRPC & PSRC)	\$16,008,750	80%	Planning Purpose	2017-19 CPM Total
6	IT 1502	Replacement, heavy duty, hybrid buses - order in 2018 (PSRC)	\$2,079,345	80%	Secured Funding	Carry Forward of Secured & Anticipated Funding
7		Vanpool Vans - Replacement & Expansion (PSRC)	\$6,164,235	80%	Planning Purpose	Planned Replacement Vanpool Vans

Intercity Transit 2013 Revised and 2014-16 TIP

Federally Funded Projects						
	IT #	Project	Total	Fed %	Project Status	
8	IT1103	2011 & 2013 STP-U Funded Portion of			Secured Funding	Secured Funding TRPC Award of federal 2011 & 2013 Surface Transportation (STP) funds
		OTC Expansion-Design & Construction	\$1,985,065	87%		
9	IT 1305	2013-14 Transportation Alternatives (TA) Bus Stop Enhancements	\$185,000	87%	Secured Funding	Secured Funding TRPC Award of federal 2013 STP-TA funds
10	IT 1306	2013-14 Transportation Alternatives (TA) Walk-N-Roll Youth Transportation Education	\$39,300	87%	Planning Purpose	Secured Funding TRPC Award of federal 2013 STP-TA funds
		Total Federal Funded Projects	\$45,839,352	80%		
11		Pattison Maintenance Facility Expansion	unknown		Regionally Significant RTP Project Contingent on Securing Federal \$\$	

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM 5-B
MEETING DATE: July 3, 2013

FOR: Intercity Transit Authority

FROM: Dennis Bloom, Planning Manager, 5832

SUBJECT: Public Hearing: Consideration of Proposed September Service Enhancements for the September 29 Service Change

-
- 1) **The Issue:** Conduct a public hearing to receive comments and consider two inter-county Express service enhancements for the September 29, 2013, service change. These “demonstration improvements” are funded, in part, by WSDOT Regional Mobility Grants.
-
- 2) **Recommended Action:** Receive and consider public comment for extending Sound Transit Route 592 from DuPont to Olympia and implement a new Intercity Transit Express route between Tumwater and Lakewood.
-
- 3) **Policy Analysis:** Agency policy requires a public review and comment process occur before the Authority approves proposals that make a significant service change.
-
- 4) **Background:** Last October, Intercity Transit applied for operating funds for two proposals from the Washington State Department of Transportation’s Regional Mobility Grants program. The statewide competitive process, which the state legislature has been funding since 2006 with about \$40 million per biennium, recently approved a 2013-2015 budget package that includes Intercity Transit’s two proposals:
- a) Implementing a new Express weekday route between Tumwater and Lakewood, including the purchase of three additional coaches. Consider up to 11 round trips per day, (grant + local match = \$3,669,511).
 - b) Extending Sound Transit’s current weekday Route 592 Express Bus service from DuPont to Seattle to begin in Olympia. Up to six trips north in AM peak and six trips south in PM peak (grant + local match = \$662,503).

A public review process and information about the proposals were made available to the public starting in early June. Information was distributed on buses, posted on our website, provided at a number of public outreach events, and available at the OTC Customer Service counter. The proposed enhancements for these demonstration routes increase the current number of inter-county trips from 37 to 70 and overall system service hours by 3.2%. Any final changes proposed for the September 29th service change will come before the Authority for adoption on July 17th.

5) **Alternatives:** N/A

6) **Budget Notes:** On June 5, 2013, the Authority approved accepting the two Regional Mobility Grants, which total \$3,465,686 in grant funding, plus 20% in local match funds of \$866,327.67. The grants and match will be spread over two years (2013 - 2015) and require budget adjustments.

7) **Goal Reference:** Conducting a public hearing for proposed service changes is a set policy of the Authority, which is reflected in Goal#1: *"Assess the transportation needs of our community."*

8) **References:** Proposed route maps and schedules and Service Hour System charts.

Public comments received by July 3 for these proposed service enhancements will be distributed to the Authority at the start of the public hearing.

Proposed September Service Enhancements



6/13/2013

The Intercity Transit Authority will hold a public hearing **Wednesday, July 3, 5:30 p.m.** at their business office, 526 Pattison Street, Olympia. Details are listed below, and we invite your input.

Proposed September 30, 2013 Service Enhancements

Intercity Transit recently received a grant award from the Washington State Department of Transportation Regional Mobility program to fund projects along "regional congestion corridors." The funding allows the agency to provide two, "2-year trial" routes that will operate on I-5 between Thurston and Pierce Counties and support commuter travel:

- Adding a new weekday Olympia Express Route between Tumwater and Lakewood; and
- Extending Sound Transit's current weekday Route 592 Express service to Olympia This route currently operates between Seattle and DuPont.

Public Open Houses Scheduled

- **Wednesday, June 19**, 11:30 a.m. to 2 p.m., during Drive Less. Save Cash! event
Heritage Park, 5th & Water Street, downtown Olympia
- **Wednesday, June 26**, 11 a.m. to 2 p.m. during Drive Less. Save Cash! event
Tumwater Farmers Market, Israel Road & Capitol Boulevard
- **Thursday, June 27**, 11:30 a.m. to 1 p.m.
West Capitol Campus, north end of Victory Circle
- **Thursday, June 27**, 4-6 p.m.
Tumwater Timberland Library, 7023 New Market Street, Tumwater

Get materials about the service enhancements on our Web site, at Customer Service in the Olympia Transit Center, Intercity Transit's business office, 526 Pattison Street SE, Olympia or by calling 360-786-8585.

You can also provide comments by

Phone: 705-5852

Email: tellus@intercitytransit.com

Mail: 526 Pattison Street SE, Olympia, 98501

We must receive comments by Wednesday, July 3, 4 p.m., to be considered, unless you plan to comment at the public hearing on July 3.

Proposed Service Enhancement

Extension of ST 592 between Olympia and DuPont with service to Seattle.

Operated by Sound Transit. Effective: September 30, 2013

Sound Transit Route 592 Weekdays: AM Northbound

① Leaves Olympia Transit Ctr / Bay M	② Capitol & 11th	③ Hawks Prairie P&R	④ DuPont P&R	⑤ Lakewood Station	⑥ SR512 P&R	Seattle 4th & Seneca	Seattle 4th & Pike	Seattle Eastlake & Stewart
To Seattle								
4:12	4:16	4:30	4:50	5:09	5:14	6:04	6:06	6:10
4:42	4:46	5:00	5:20	5:39	5:44	6:34	6:36	6:40
5:12	5:16	5:30	5:50	6:09	6:14	7:04	7:06	7:10
5:42	5:46	6:00	6:20	6:39	6:44	7:39	7:41	7:45
6:12	6:16	6:30	6:50	7:10	7:15	8:09	8:11	8:16
6:42	6:46	7:00	7:20	7:40	7:45	8:39	8:41	8:46

All times are A.M. These trips are operated by Sound Transit.

Sound Transit Express Fare

Multi-county Trip

Adult: \$3.50

Youth: \$2.50

Senior/Disabled: \$1.50*

*Requires Regional Reduced Fare Permit.

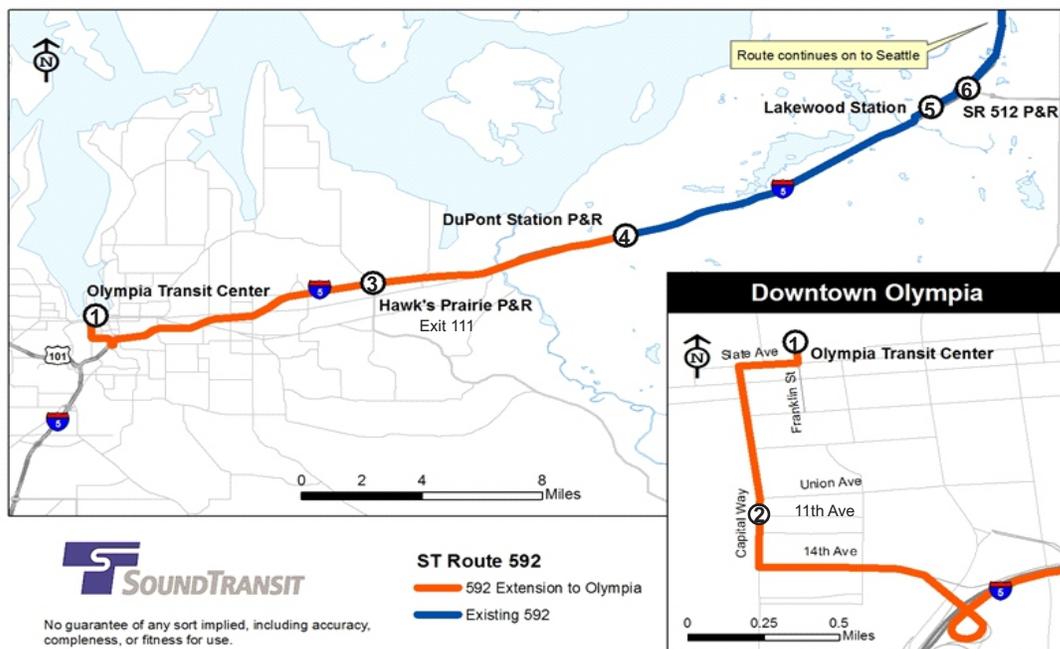
For additional information on Sound Transit Express bus and Sounder rail schedules, fares or passes, please visit www.soundtransit.org
Call: 888.889.6368; TTY Relay 711 or pick up a copy of ST's *Ride The Wave Transit Guide*.

Sound Transit Route 592 Weekdays: PM Southbound

Seattle Eastlake & Stewart	Seattle 9th & Stewart	Seattle 2nd & Seneca	⑥ SR512 P&R	⑤ Lakewood Station	④ DuPont P&R	③ Hawks Prairie P&R	② Capitol & 11th	① Arrives Olympia Transit Center
To Olympia								
3:03	3:09	3:20	4:24	4:29	4:48	5:03	5:16	5:23
3:33	3:39	3:50	4:54	4:59	5:18	5:33	5:46	5:53
4:03	4:09	4:20	5:24	5:29	5:48	6:03	6:16	6:23
4:33	4:39	4:50	5:54	5:59	6:18	6:33	6:46	6:53
5:03	5:09	5:20	6:24	6:29	6:48	7:03	7:16	7:23
5:33	5:39	5:50	6:54	6:59	7:18	7:33	7:46	7:53

All times are P.M. These trips are operated by Sound Transit.

Sound Transit Route 592 Extension to Olympia



③ Hawks Prairie Park & Ride Lot

This new 332 stall facility is located north of I-5 near the Thurston County Waste and Recovery Center (WARC) in Hawks Prairie (Lacey): Exit 111 (Marvin Rd), 2548 Hogum Bay Road NE.

**INTERcity
TRANSIT**

Funding for Rt 592 demonstration service is provided, in part, by a WSDOT Regional Mobility Grant to Intercity Transit.



No guarantee of any sort implied, including accuracy, completeness, or fitness for use.

ST Route 592
— 592 Extension to Olympia
— Existing 592

Proposed Service Enhancements

New Weekday Intercity Transit Express Route 609 between Tumwater and Lakewood Operated by Intercity Transit: Effective: September 30, 2013

Route 609 Weekdays: AM Northbound

①	②	③	④	⑤	⑥
Departs Israel & Nikolas	Arrives Labor & Industries	Departs Labor & Industries	Hawks Prairie P&R	Lakewood Station	Arrives SR512 P&R
to Lakewood					
5:05	5:08	5:08	5:25	5:47	5:50
5:35	5:38	5:38	5:55	6:17	6:20
6:05	6:08	6:08	6:25	6:47	6:50
7:05	7:15	7:20	7:40	8:07	8:10
7:35	7:45	7:50	8:10	8:37	8:40

All times are A.M.

Route 609 Weekdays: AM Southbound

⑥	⑤	④	③	②	①
Departs SR512 P&R	Lakewood Station	Hawks Prairie P&R	Capitol & 11th	Israel & Nikolas	Arrives Labor & Industries
to South Tumwater					
6:00	6:02	6:30	6:50	7:05	7:15
6:30	6:32	7:00	7:20	7:35	7:45
7:00	7:02	7:30	7:50	8:05	8:15
8:25	8:27	8:55	9:15	9:30	9:40
8:55	8:57	9:25	9:45	10:00	10:10

All times are A.M.

Intercity Transit Express Fare

Adult: \$3.00
 Youth: \$3.00
 Senior/Disabled: \$1.25*
 *Requires Regional Reduced Fare Permit.

For additional information on Intercity Transit schedules, fares and passes, please visit www.Intercitytransit.com
 Call: 360.786.1881;
 WA Relay: 800.833.6348
 or pick up a copy of our *Transit Guide*.

Route 609 Weekdays: PM Northbound

	①	②	③	④	⑤	⑥
Departs Labor & Industries	Israel & Nikolas	Labor & Industries	Capitol & 11th	Hawks Prairie P&R	Lakewood Station	Arrives SR512 P&R
to Lakewood						
2:15	2:18	---	2:30	2:45	3:17	3:20
2:45	2:48	---	3:00	3:15	3:47	3:50
---	4:05	4:15	4:30	4:45	5:17	5:20
---	4:35	4:45	5:00	5:15	5:47	5:50
---	5:05	5:15	5:30	5:45	6:17	6:20

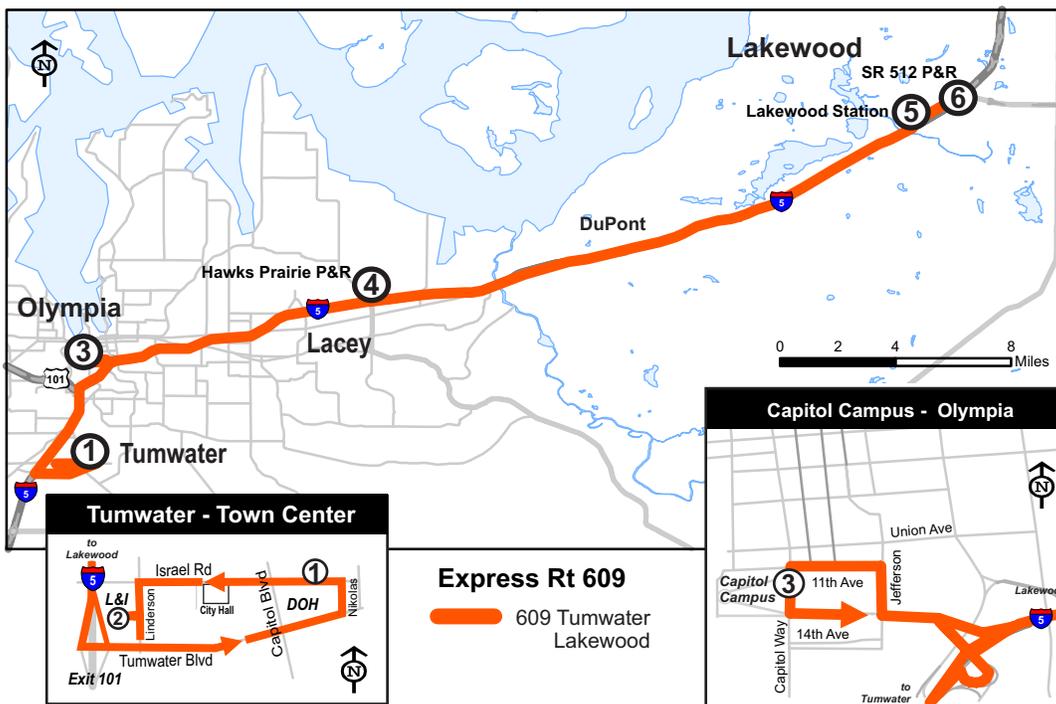
All times are P.M.

Route 609 Weekdays: PM Southbound

⑥	⑤	④	③	①	②
Departs SR512 P&R	Lakewood Station	Hawks Prairie P&R	Capitol & 11th	Israel & Nikolas	Arrives Labor & Industries
to South Tumwater					
3:00	3:02	3:30	3:50	4:05	4:10
3:30	3:32	4:00	4:20	4:35	4:40
4:00	4:02	4:30	4:50	5:05	5:10
5:30	5:32	6:00	6:20	6:35	6:40
6:00	6:02	6:30	6:50	7:05	7:10
6:30	6:32	7:00	7:20	7:35	7:40

All times are P.M.

Proposed Intercity Transit Route 609: Tumwater - Lakewood



④ Hawks Prairie Park & Ride Lot

This new 332 stall facility is located north of I-5 near the Thurston County Waste and Recovery Center (WARC) in Hawks Prairie (Lacey): Exit 111 (Marvin Rd), 2548 Hogum Bay Road NE.

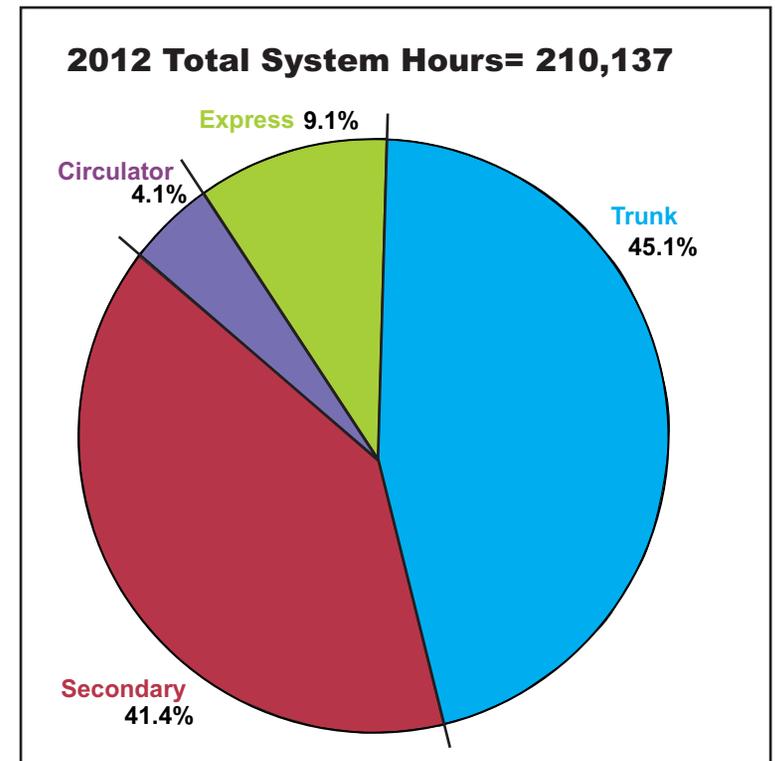
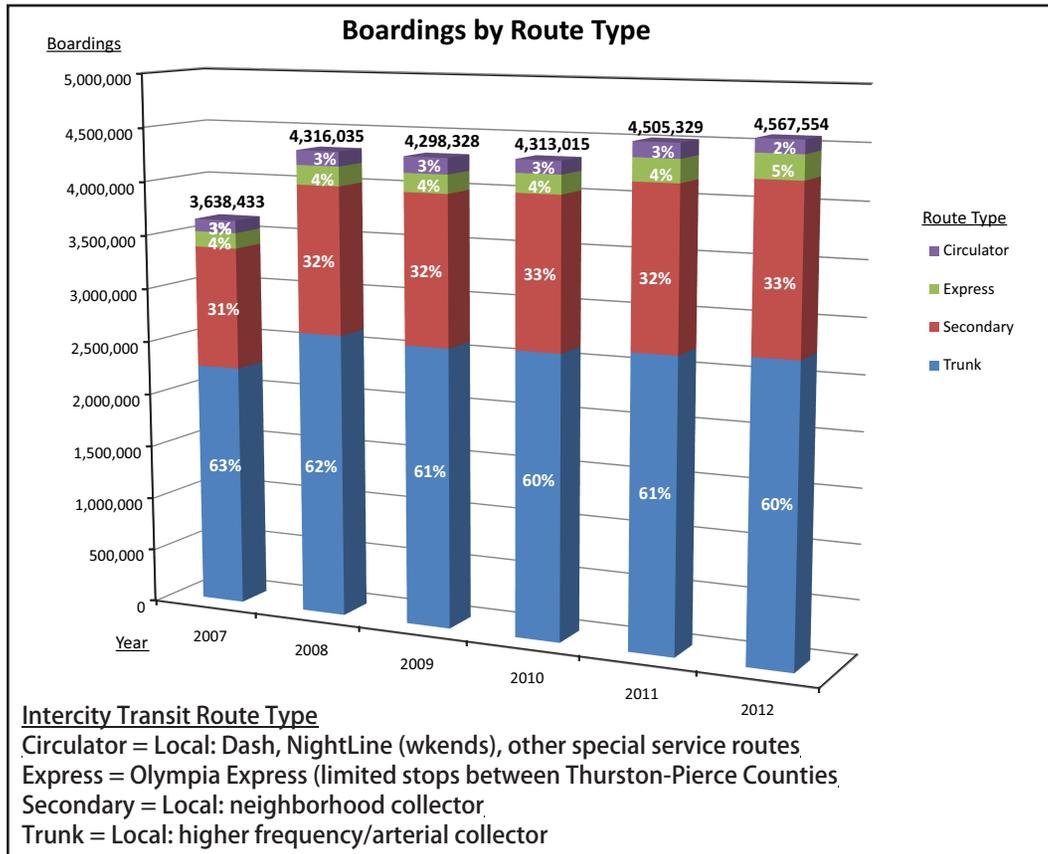
INTERCITY TRANSIT
 Funding for Rt 609 demonstration service is provided, in part, by a WSDOT Regional Mobility Grant to Intercity Transit.

Service Hours by Route Type: 2012 - 2014

DRAFT

Route Type	2012 Total	Change in 2013	Projected 2013	2014 Estimate (Annualized)
Trunk	95,207 45.6%	-370	94,837 45.1%	94,837 44.2%
Secondary	89,605 43.0%	-2,596	87,009 41.4%	87,013 40.6%
Circulator	6,528 3.7%	2,600	9,128 4.4%	8,807 4.1%
Express	17,521 7.6%	1,642	19,163* 9.1%	23,934* 11.1%
Total	208,862 100%	1,275	210,137 100%	214,591 100%

***Estimated WSDOT RMG Funded Hours**
IT Rt 609
 (included in Service Hr totals)
 2013 = 1,831
 2014 = 7,183
 (allows us to eliminate current backup Express trips = 780 hrs)
ST Rt 592
 (not included in Service Hr totals)
 2013 = 631
 2014 = 2,474



Minutes
INTERCITY TRANSIT
CITIZEN ADVISORY COMMITTEE
June 17, 2013

CALL TO ORDER

Chair Abernathy called the June 17, 2013, meeting of the Citizen Advisory Committee (CAC) to order at 5:30 p.m. at the administrative offices of Intercity Transit.

Members Present: Chair Steve Abernathy; Wilfred Collins; Valerie Elliott; Sreenath Gangula; Jill Geyen; Roberta Gray; Vice Chair Faith Hagenhofer; Meta Hogan; Julie Hustoft; Don Melnick; Joan O'Connell; Mackenzie Platt; Charles Richardson; Carl See; Kahlil Sibree; Victor VanderDoes; Michael Van Gelder; and Midge Welter.

Staff Present: Ann Freeman-Manzanares; Rhodetta Seward; Dennis Bloom; Duncan Green; Maya Heiland; Meg Kester; Pat Messmer; and Erin Scheel.

Others Present: City of Lacey Mayor and Authority member Virgil Clarkson; and Authority member Karen Messmer.

APPROVAL OF AGENDA

It was M/S/A by Elliott and Hogan to approve the agenda as published.

INTRODUCTIONS

Abernathy introduced Authority member, Citizen Representative Karen Messmer.

RECOGNITION

Abernathy read a proclamation and presented Collins with a clock in honor of his three years of service.

Messmer read a proclamation and presented Abernathy with a clock in honor of his seven years of service.

Abernathy recessed the meeting at 5:37 p.m. for a reception.

Abernathy left the meeting.

Hogan reconvened the meeting at 5:44 p.m.

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Platt arrived.

Hogan read a proclamation and presented Platt with a plaque in honor of her one year of service.

MEETING ATTENDANCE

A. July 3, 2013, Regular Meeting - (Valerie Elliott).

B. July 17, 2013, Work Session - (Midge Welter).

APPROVAL OF MINUTES

It was M/S/A by Melnick and Hustoft to approve the minutes of May 20, 2013.

CONSUMER ISSUES CHECK-IN - Issues for discussion later in the meeting include:

- Elliott asked to discuss a bus schedule issue and bicycle racks.
- Richardson asked to discuss electronic cigarettes.
- See asked to discuss ADA concerns about the location of the General Manager open house and to discuss the upcoming commuter fairs.

NEW BUSINESS

A. Elections - Seward reported at the last meeting, members nominated Michael Van Gelder as Chair and Carl See as Vice Chair. Since only one member was nominated for each position, members may cast a unanimous ballot for both.

It was M/S/A by Elliott and Melnick to cast a unanimous ballot, electing Van Gelder as Chair and See as Vice Chair.

B. 2013 Self-Assessment Results - Seward thanked the members for 100% participation in the self-assessment. She indicated at a future work session, the Authority intends to discuss the purpose of the CAC and how they work together. She reviewed the questions and shared comments noted on the assessment.

- Number 1 - "We remained faithful to our purpose." Someone mentioned the purpose of the CAC wasn't clear. Seward passed out page one of the CAC bylaws describing the purpose of the CAC. She suggested having a discussion at a future meeting to see what the first paragraph means to each member.
- Number 2 - "The CAC represents the community." It was noted currently there are no members with a disability, and the need to continue to focus on

Intercity Transit Citizen Advisory Committee

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keeping representation from known growing constituencies, namely minority and senior populations. Seward believes the senior population is well represented. She recommends the members discuss what a minority population means to each member. It was also noted a desire to have a representative from TESC or SPSCC. Seward said Richardson attends SPSCC. She said there were several applicants with disabilities who applied for the open CAC positions.

- Number 3 - "Intercity Transit and the community benefited from our input." Seward said comments were positive and the majority of the CAC feel they represent the community and the community benefits from their involvement.
- Number 4 - "We add value to the Transit Authority's decision." Seward indicated the percentage of those who agree increased from last year.
- Number 5 - "Our meetings are run well." Seward noted several comments were made about Abernathy's ability to keep the meetings on task. However, there were some comments regarding how the meetings tend to run over. Seward said staff needs to be sensitive to the timeframes indicated on the agendas and be more conscientious about sticking to the time allocated. The Chair can also help by keeping discussion to the timeframe allotted and limiting the amount of time for questions and answers. Members can also help by determining what items can be tabled should the need arise.
- Number 7 - "I am prepared for the meetings." Seward noted she appreciates members' honesty - some members read their packets thoroughly and others scan them.
- Number 8 - "I feel comfortable contributing at the meetings." She said someone indicated at times "there's quite a stack of folks waiting to chime in." Seward indicated she appreciated Abernathy's process for watching for members who raised their hands and tried to select each one in order.

Seward indicated the results of the self-assessment will be shared with the Authority at a joint meeting which is yet to be scheduled.

Elliott indicated she attended a recent Authority work session and was impressed by the Authority's interest in the CAC's comments. Elliott and Gray encourage members to attend the Authority meetings. Gray said if you're not assigned to attend an Authority meeting you are still welcomed to attend.

- C. Youth Program and Presentation of Student Work** - Scheel and Heiland provided an update on the work of the Smart Moves youth education programs, and shared recent student/staff work regarding sustainable transportation and community development.

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Scheel started off with a presentation about the issues youth face in trying to commute within the community and indicated the Smart Moves program focuses on elementary through college age students. She said planners began discussing several years ago about the way we build our cities and transportation systems impacts the health of everyone, but in particular young people who aren't getting enough walking, biking or not using transit. There is a Healthy Kids - Safe Streets Action Plan comprised of members of our Authority, Olympia, Lacey, Tumwater and Yelm city councilmembers, planners and city public works staff who talk about ways to make it easier for kids to bike and walk to school and use transit.

Scheel reviewed the problems, challenges and consequences of youth trying to get to and from school. She shared the goals and explained the different Smart Moves programs.

Goals:

- Build a generation of safe and healthy walkers, bikers and bus riders.
- Promote regular physical activity so students stay strong, healthy and ready to learn.
- Reinforce good traffic safety skills.
- Focus on safe walking and bike street improvements, especially within a half mile of schools.

Smart Moves:

- Rolling Classroom - brings students on a bus ride to customer service and maintenance before going through the bus wash.
- Bike PARTners - a program using abandoned bikes left on the buses that would otherwise go to the landfill or get scrapped. Volunteers refurbish the bikes for reuse by youth.
- Walk & Roll - encourages walking, biking and busing in school communities through walk-to-school days.
- Undriving - encourages creative ways to get around.
- Science of Transportation - lessons on kinetic energy to the life cycle of an automobile.

Scheel said with all of the programs combined, Intercity Transit reaches out to about eight to ten thousand students directly in a school year, and with Bike PARTners, we reach approximately 100 kids in a full calendar year.

Heiland gave a presentation about the STEM and Transportation program which is an after-school program at Michael T. Simmons Elementary. She explained Intercity

Transit was approached by the Curriculum Director from the Tumwater school district regarding a STEM grant for the 2012-2013 school year. The purpose of the STEM grant is to get more science technology, engineering and math into everyday curriculum and it happens to be about transportation. The theme is actually exploring global transportation in the 21st Century, and staff figured out the best way to integrate the youth education program with the STEM program. Heiland also showed several short student-produced videos on sustainable communities.

Scheel reminded everyone they are welcomed to join staff on the walks along with the students.

Scheel and Heiland answered questions.

Van Gelder left the meeting.

D. 2013 Bicycle Commuter Contest Update - Green reported on the results of the 26th annual Bicycle Commuter Contest (BCC) hosted by Intercity Transit since 2006. This was his fifth year coordinating the event.

Green explained the purpose of the BCC is to encourage Thurston County residents and workers to use the bicycle for transportation, and to reward and celebrate those who do participate. This year's BCC hit a milestone with the most registered participants (1,655), and there was an excellent level of participation in all of the events including 1,166 who turned in their mileage logs. Green said Intercity Transit recently earned the silver status as a bike-friendly business.

Other statistics include:

- Together all participants completed a total of 118,449 miles
- Completed approximately 15,000 trips or commute days
- There were 77 teams who turned in mileage logs
- Participants rode an average of 100 miles in the month
- There were 543 participants signed up for the first time
- During the month of May the emission of 59 tons of carbon dioxide was eliminated.

The BCC kicks off with the Earth Day Market ride held April 20. It's followed up with the Wrencher's Ball on April 26, and the award ceremony will be held June 22. The BCC also participates in the National Bike to Work Day, whereby many workers ride their bike to work. During that event, Intercity Transit set up six "bike stations" so participants can stop and get a donut and coffee, and mechanics from local bike shops performed minor adjustments on participants' bikes.

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Marketing efforts included electronic media to stay connected (website, a blog and Facebook). Participants are eligible to win in multiple prize categories and random drawings. Green said over 50 sponsors donated coupons and prizes.

Green answered questions.

Hagenhofer arrived.

- E. Proposed September Service Enhancements** - Bloom provided an update on the proposed inter-county service improvements slated to begin September 30, 2013. These proposed enhancements include adding a weekday Express Route 609 between Tumwater and Lakewood; and extending Route 592 Express Service between Olympia and DuPont with service to Seattle.

Bloom explained the public process including Rider Alerts, public comment opportunities, public open houses and other outreach efforts. Bloom provided further details about each route.

Bloom explained this is a demonstration project and is grant-funded. Intercity Transit was awarded the Regional Mobility Grant from the Department of Transportation (WSDOT) and is the first transit system in the state to get awarded operating expenses. Staff asked for four years of funding and the state Legislature approved the first biennium for the first two years. We have two years of funding initially, with a total of four years potentially. Intercity Transit asked for three additional buses for Route 609 and WSDOT funds 80% and Intercity Transit funds the remaining 20%. We received two years of funding for the extension of Route 592. We're contracting with Sound Transit who operates this service, so it doesn't require the purchase of new buses. It's 80% funding from WSDOT and 20% match from Intercity Transit.

Bloom answered questions.

Platt left the meeting.

Elliott wanted to know why Route 609 isn't set up to stop at the DuPont Park-and-ride. Bloom said staff looked at DuPont; however, it's part of Sound Transit's district. Part of it is also due to timing because staff is trying to create an express route. However, if things develop, staff could revisit and consider this at a future date. He said Route 592 will stop in DuPont.

Collins wanted to know why the 592 going northbound starts so early in the morning. Bloom said Sound Transit identified a group of people who work at

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SeaTac airport and their buses are completely packed with workers from TSA, and many of these people are coming out of Thurston County. Also many people who work in Seattle have early morning start times.

O'Connell asked if there is anything in the works from the Hawks Prairie Park-and-Ride straight to downtown Olympia. Bloom said in the long-range plans, staff is looking at inter-county express trips from the park-and-ride lots, with a limited number of stops.

CONSUMER ISSUES

- Elliott asked for a correction to page 64 of the Transit Guide. She believes the schedule for the 62A on weekends is incorrect. She said there is no way to be on the 62A on Martin and Marvin at 5:55 p.m. and arrive at Martin and Meridian at 6:05 p.m. She also noted there are outdated schedules at the bus shelter across from Ralph's Thriftway at 4th Avenue.
- Elliott also commented about how easy it was to use the bus bike racks.
- Richardson asked why electronic cigarettes are not allowed on transit property. Seward said after a considerable amount of research, the no smoking policy included electronic cigarettes. They were found not to be healthy and are not authorized through the Federal regulations. Also, it's difficult for security to determine between them and a regular cigarette when held in the hand.
- See spoke with Larry Watkinson, who is sight impaired. Larry attended the public reception for the General Manager recruitment, and he expressed some concerns about ADA accessibility for getting into the building where the event was held. He also had concerns about the location of the building and the set-up of the room for those who are sight impaired. It was difficult to determine who was talking due to the noise (air impacted the sound).
- See asked if there could be CAC representation at the various public events Intercity Transit conducts to say hello or get public feedback. Kester responded she thought it's a great idea. She said all CAC members are encouraged to attend the events. They can show up when it's convenient or contact any staff member to schedule a time.

REPORTS

Messmer reported on the June 5 Authority meeting and said the Authority authorized the Chair to make a tentative employment offer to Ann Freeman-Manzanares as the General Manager of Intercity Transit. The Authority appreciated the involvement of the CAC in the hiring process. She also noted the Authority formed a subcommittee to interview applicants for the CAC open positions, and the Authority is very excited to see so many applications.

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June 17, 2013
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NEXT MEETING: July 15, 2013.

ADJOURNMENT

It was M/S/A by Hagenhofer and See to adjourn the meeting at 7:35 p.m.

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

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INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-A
MEETING DATE: July 3, 2013

FOR: Intercity Transit Authority

FROM: Marilyn Hemmann, 705-5833

SUBJECT: Servers and Storage Device for ACS Upgrade

1. **The Issue:** Consideration of purchasing servers and an additional storage device to support the ACS server system upgrade project.

2. **Recommended Action:**

- a) Accept the process proposed to select a vendor.
 - b) Authorize the General Manager to purchase three servers from the Dell Corporation in the amount of \$30,182 including taxes and one EMC SAN storage device from Xiologix in the amount of \$38,637, including taxes.
-

3. **Policy Analysis:** The procurement policy states the Authority must approve any contract over \$25,000

4. **Background:** At the June 5, 2013, meeting, the Intercity Transit Authority awarded a contract to ACS/Xerox to provide and install upgraded software for the agency's ACS CAD/AVL system. At that time, the Authority was advised an agenda item for the purchase of the servers required to host the ACS software upgrade would be forthcoming. One SAN storage device must also be purchased to back up the servers.

Information Services staff researched the server market and determined Dell continues to be the product of choice. Also standardizing on Dell equipment streamlined our IS function. Since our SAN is EMC, any added SAN storage must also be EMC.

The purchase of IS equipment is a procurement where staff requests authorization to deviate from our traditional competitive sealed bid process. Because the configuration and pricing of IS equipment can vary so significantly over a relatively short period, the time required to pursue a traditional bid hinders our ability to receive the most recent configurations and achieve the most competitive pricing. In June, staff requested and received quotes from the Western States Contracting Alliance (WSCA), the Dell Corporation and Xiologix. The WSCA contract is competitively bid by a 15-state purchasing cooperative. By pursuing this method of purchase, Intercity Transit still benefits from a

competitive process and is not bound to potential configuration changes and negative pricing impacts that a traditional bid process would impose.

Pricing under the WSCA contract, the Dell Corporation and Xiologix varies with the market. At this time, we are able to achieve the best pricing by purchasing from the Dell Corporation and Xiologix directly.

5. Alternatives:

- A (1) Accept the process proposed to select a vendor.
(2) Authorize the General Manager to purchase three servers from the Dell Corporation in the amount of \$30,182 including taxes and one EMC SAN storage device from Xiologix in the amount of \$38,637, including taxes.
- B. Defer action. This may delay implementation of the ACS server upgrade.

6. Budget Notes: The 2013 Information Services budget includes \$86,960 for the purchase of servers and SAN storage for the ACS server system upgrade. This total proposed purchase of \$68,819 falls \$18,141 below the budget estimate.

7. Goal Reference: Goal #1: *"Assess the transportation needs of our community."* Goal 2: *"Provide outstanding customer service."* Goal 3: *"Maintain a safe and secure operating system."*

8) References: N/A

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-B
MEETING DATE: July 3, 2013

FOR: Intercity Transit Authority

FROM: Marilyn Hemmann, 705-5833

SUBJECT: Electronic Payment Processing System

1) **The Issue:** Whether to add Intercity Transit to Thurston County's agreement for electronic payment processing.

2) **Recommended Action:** Authorize the General Manager to add Intercity Transit as an affiliate to Thurston County's agreement with Point and Pay for electronic payment processing, at a cost to the agency of 2.5% of the total amount of each electronic payment or \$2.00, whichever is greater.

3) **Policy:** The procurement policy states the Authority must approve any contract over \$25,000.

4) **Background:** Intercity Transit's Vanpool program received payment in the form of cash, checks or paper vouchers. Neither the Vanpool program nor the agency has had the capability to accept payment via credit or debit cards. December 2012, the Federal government notified transit agencies that the Department of Defense would stop issuing paper vouchers for Vanpool payments and would begin issuing individual credit cards beginning April 2013. It caught nearly all Vanpool programs in the state unprepared to meet the deadline. Intercity Transit negotiated a later date in order to have sufficient time to develop this capability by the end of the summer.

A team consisting of the General Manager, Vanpool, Finance, Information Systems, and Procurement investigated the range of options available. Thurston County is Intercity Transit's treasurer, and all of the agency's banking and investing is done through the County. Accordingly, Intercity Transit uses Key Bank. The team recognized the electronic payment processing system selected must meet the needs of the Vanpool fare program, the agency's accounting guidelines, the County's accounting guidelines, Key Bank's electronic commerce compliance standards, and the Federal deadline, as well as offering a best value to the agency.

Two years ago, Thurston County decided to accept credit card payments for property taxes. The County's Treasurer's Office conducted a thorough evaluation of government oriented electronic payment processing systems and chose Point and Pay for this purpose.

Given the requirements the selected system must meet the County's previous evaluation process, staff determined it was acceptable to review the final three systems the County found satisfactory. Point and Pay was determined to provide the best value to Intercity Transit in terms of fair and reasonable cost, transaction efficiency and implementation. It will also give the agency the capability to add other electronic payment items in the future. Staff recommends Intercity Transit become an affiliate of the County's agreement with Point and Pay.

5) **Alternatives:**

- A) Authorize the General Manager to add Intercity Transit as an affiliate to Thurston County's agreement with Point and Pay for electronic payment processing, at a cost to the agency of 2.5% of the total amount of each electronic payment or \$2.00, whichever is greater.
- B) Defer action. Intercity Transit must develop the capability for accepting electronic payment soon in order to continue to obtain reimbursement for Vanpool riders who are Federal employees. Deferring action would require Intercity Transit to negotiate a new implementation date.

-
- 6) **Budget Notes:** The cost of this change was not anticipated in the 2013 budget. Projected Vanpool revenue for 2013 is \$1,700,000. Based on current consumer practices, it is possible that up to 95% of Intercity Transit's current Vanpool riders may switch to debit or credit card electronic payment. Using the 2013 revenue as an example, if the agency absorbs the cost rather than passing the per transaction cost onto the Vanpool customer, it could cost the agency \$40,375 at the 95% usage level. There would be no other cost to the agency beyond the transaction fee of 2.5% of total amount of each electronic payment or \$2.00, whichever is greater.

-
- 7) **Goal Reference:** Goal #1: *"Assess the transportation needs of our community."* Goal 2: *"Provide outstanding customer service."* Goal 5: *"Align best practices and support agency sustainable technologies and activities."*

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

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-C
MEETING DATE: July 3, 2013

FOR: Intercity Transit Authority

FROM: Rhodetta Seward, Executive Services Director (705-5856)

SUBJECT: Citizen Advisory Committee Appointments

1) **The Issue:** Consider recommendations of the ad hoc committee for Citizen Advisory Committee appointments.

2) **Recommended Action:**

- A. Appoint *Alyssa Neely* to the youth position for a one-year term beginning July 1, 2013, ending June 30, 2014.
- B. Appoint *Quinn Johnson* (a youth) to a one-year term to begin July 1, 2013, ending June 30, 2014. This is for a vacated term ending in 2014.
- C. Appoint *Mitch Chong* to a term beginning July 1, 2013, ending June 30, 2015. This will be a partial term completing a vacated term. He will be eligible for three 3-year terms should he seek reappointment.
- D. Appoint *Sue Pierce and Leah Bradley* to a term beginning July 1, 2013, ending June 30, 2016.

3) **Policy Analysis:** As per the Operating Principles, the Intercity Transit Authority appoints members to the Citizen Advisory Committee.

4) **Background:** At the direction of the Intercity Transit Authority, an ad hoc committee formed to conduct interviews of applicants for the Citizen Advisory Committee. Interviews took place on June 10, 2013. Councilmember Nathaniel Jones chaired the ad hoc committee, which consisted of Jones, *Virgil Clarkson, Ryan Warner, Charles Richardson, Meta Hogan and Victor VanderDoes*. Upon conclusion of the interviews, the group deliberated applicants and is bringing their recommendation to the Authority for consideration for appointment.

The ad hoc committee took into consideration the remaining composition of the CAC and considered the needs of the CAC members and community. After completing the interviews, they reviewed the qualifications of the applicants and each ad hoc committee member shared their views on each applicant.

It is the recommendation of the committee to appoint two positions for 3-year terms, one position to a two year term, which is then eligible for three full 3-year terms, and then offer a second youth one of the adult positions which only has one remaining year left on the term.

There were many good candidates with this recruitment. It was agreed should a member need to leave the committee for any reason within the next six months, one of those not selected at this time could be appointed should they still be available for service. The ad hoc committee prioritized those not appointed in case of a vacancy, so the names could be brought to the Authority for appointment.

5) Alternatives:

- A. Appoint *Alyssa Neely* to the youth position for a one-year term beginning July 1, 2013, ending June 30, 2014; Appoint *Quinn Johnson* to a one-year term to begin July 1, 2013, ending June 30, 2014; Appoint *Mitch Chong* to a term beginning July 1, 2013, ending June 30, 2015; Appoint *Sue Pierce and Leah Bradley* to a term beginning July 1, 2013, ending June 30, 2016.
 - B. Recommend other applicants from the pool of candidates be appointed.
 - C. Defer appointments. This would leave the CAC with 15 members rather than 20.
 - D. Recommend staff conduct another recruitment.
-

6) Budget Notes: No further costs unless a second recruitment is desired.

7) Goal References: Appointment of new members to the CAC meets Goal #1: *"Assess the transportation needs of our community."*

8) References: List of terms with recommended appointments.

**TERMS
CITIZEN ADVISORY COMMITTEE
INTERCITY TRANSIT
July 1, 2013**

2012-2015

Mitch Chong
Victor Vander Does
Joan O'Connell
Valerie Elliott
Midge Welter
Faith Hagenhofer

2011-2014

Meta Hogan
Quinn Johnson
Roberta Gray
Carl See
Sreenath Reddy Gangula
Charles Richardson

2010-2016

Don Melnick
Julie Hustoft
Kahlil Sibree
Sue Pierce
Jill Geyen
Michael Van Gelder
Leah Bradley

**Youth 2013-2014 (one year
Term)**

Alyssa Neely