

AGENDA
INTERCITY TRANSIT AUTHORITY
September 4, 2013
5:30 P.M.

CALL TO ORDER

- | | | |
|-----------|--|--|
| 1) | APPROVAL OF AGENDA | 1 min. |
| 2) | INTRODUCTIONS - None | 0 min. |
| 3) | PUBLIC COMMENT
<i>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.</i>

<i>The Authority will not typically respond to your comments this same evening; however, they may ask some clarifying questions.</i> | 10 min. |
| 4) | APPROVAL OF CONSENT AGENDA ITEMS
A. Approval of Minutes: August 7, 2013, Regular Meeting; August 21, 2013, Special Meeting.

B. Accounts Payable: Warrants dated August 9, 2013, numbers 14694-14787, in the amount of \$473,539.71; warrants dated August 23, 2013, numbers 14788; 14791-14883 in the amount of \$488,494.87 for a monthly total of \$962,034.58.

C. Surplus Property: Declare the property listed on Exhibit "A" as surplus.
<i>(Marilyn Hemmann)</i> | 1 min. |
| 5) | PUBLIC HEARINGS - None | 0 min. |
| 6) | COMMITTEE REPORTS
A. Thurston Regional Planning Council <i>(Karen Valenzuela)</i>
B. Transportation Policy Board <i>(Ed Hildreth)</i>
C. Thurston Sustainable Task Force <i>(Karen Messmer)</i>
D. Citizen Advisory Committee <i>(Joan O'Connell)</i> | 3 min.
3 min.
3 min.
3 min. |
| 7) | NEW BUSINESS
A. Update on Federal Activity <i>(Ann Freeman-Manzanares)</i> | 30 min. |

- | | |
|---|----------------|
| B. Adoption of the Annual Report & Transit Development Plan
<i>(Dennis Bloom)</i> | 5 min. |
| C. Evergreen State College Late Night Service <i>(Dennis Bloom)</i> | 10 min. |
| D. Maintenance Contract for ACS System <i>(Marilyn Hemmann)</i> | 10 min. |
| E. Citizen Representative Recruitment <i>(Ann Freeman-Manzanares)</i> | 10 min. |
| F. Repeal of Resolution 03-2011 <i>(Ann Freeman-Manzanares)</i> | 10 min. |
| 8) GENERAL MANAGER'S REPORT | 10 min. |
| 9) AUTHORITY ISSUES | 10 min. |
| 10) EXECUTIVE SESSION - None | 0 min. |

ADJOURNMENT

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
August 7, 2013

CALL TO ORDER

Chair Thies called the August 7, 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; City of Lacey Mayor Virgil Clarkson; Thurston County Commissioner Karen Valenzuela; City of Olympia Councilmember Nathaniel Jones; Citizen Representative Karen Messmer; Citizen Representative Ryan Warner; and Labor Representative Rusty Caldwell (alternate).

Members Excused: City of Yelm Councilmember Joe Baker; and Labor Representative Karen Stites.

Staff Present: Ann Freeman-Manzanares; Emily Bergkamp; Dennis Bloom; Marilyn Hemmann; Bob Holman; Mark Kallas; Meg Kester; Jon Licht; Dan MacMillan; Jim Merrill; Pat Messmer; Carolyn Newsome; Jeff Peterson; Karl Shenkel; and Heather Stafford.

Others Present: Legal Counsel Dale Kamerrer; and Citizen Advisory Committee (CAC) member Sreenath Gangula.

APPROVAL OF AGENDA

It was M/S/A by Mayor Clarkson and Citizen Representative Warner to approve the agenda as published.

INTRODUCTIONS

A. Emily Bergkamp introduced **Kevin Karkoski, Dial-A-Lift Dispatcher.**

APPROVAL OF CONSENT AGENDA ITEMS

It was M/S/A by Commissioner Valenzuela and Mayor Clarkson to approve the consent agenda as presented.

A. Approval of Minutes: July 3, 2013, Regular Meeting; July 17, 2013, Special Meeting.

B. Payroll: July 2013 Payroll in the amount of \$1,806,056.18.

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- C. Accounts Payable:** Warrants dated June 14, 2013, numbers 14296-14397, in the amount of \$358,990.37; warrants dated June 28, 2013, numbers 14403-14502 in the amount of \$1,332,085.85 for a monthly total of \$1,691,076.22. Warrants dated July 12, 2013, numbers 14506-14598 in the amount of \$363,243.80; and warrants dated July 26, 2013, numbers 14605-14691 in the amount of \$1,992,698.52, for a monthly total of \$2,355,942.32.
- D. Transit Development Plan:** Scheduled a public hearing for August 21, 2013, 5:30 p.m. for the purpose of receiving and considering public comments on the annual Transit Development Plan: 2012 Summary and the 2013 - 2018 Plan.

COMMITTEE REPORTS

- A. Thurston Regional Planning Council (TRPC).** Commissioner Valenzuela reported the TRPC met July 12th. The TRPC took a recommendation from the Transportation Policy Board to add one item to Regional Transportation Improvement Plan at the request of the Department of Transportation for a project that involves paving improvements to Highway 101 between Steamboat Island and the Black Lake Boulevard exit. TRPC also received a presentation on the Thurston Habitat Conservation Plan; and there was a follow up discussion from the Local Food Systems Panel from Sustainable Thurston about food and waste.

The TRPC will not meet in August due to summer recess.

- B. Transportation Policy Board (TPB).** Hildreth reported the TPB met July 10. They received a Legislative Update. The Legislature continued to allow state employees to take vanpool expenses as pretax. A motion was made regarding the new transportation district benefits raising the allowable amount of \$20 to \$40; however, that did not pass. TPB also received a briefing about the rail system and Hildreth distributed a map showing the rail systems in the various counties.

TPB will not meet in August.

- C. TRPC Sustainable Thurston Task Force.** Messmer reported Sustainable Thurston Task Force met on July 15. There is a draft plan coming out soon and hopes the Authority has an opportunity to review it as soon as it's available. It's open to public comment. The Task Force meets again on August 12. Messmer asked Warner if he can attend the September 9 meeting as an alternate.
- D. Citizen Advisory Committee (CAC).** Gangula reported the CAC met on July 15. They welcomed five new members; staff presented an update on the Employer and Agency Commute Trip Reduction Programs; provided an update on the Surplus

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Van Grant Program. They also discussed in length the purpose of their committee. Thies asked for a brief explanation of that discussion. Gangula said the discussion was focused more on the sentence written in the bylaws regarding whether the CAC will directly advise staff and the Authority. He said more discussion is pending.

NEW BUSINESS

- A. Citizen Advisory Committee Appointments:** Pat Messmer presented for the Authority's consideration the reappointment of Victor VanderDoes to the Citizen Advisory Committee to a term ending June 30, 2016. VanderDoes was appointed to the CAC in November 2012 completing a vacated term by Rob Workman. VanderDoes has excellent attendance and participation on the CAC and is eligible for a full 3-year term, and he is interested in serving.

It was M/S/A by Citizen Representative Messmer and Councilmember Hildreth to reappoint Victor VanderDoes to the Citizen Advisory Committee with a term to end June 30, 2016.

- B. Consultant Services for Underground Storage Tank Replacement Project:** Hemmann reported staff recommends entering into a contract with Tetra Tech, Inc. to provide consultation services for underground storage tank replacement. Ten single-walled underground tanks (USTs) containing diesel, gasoline and lubricants were installed thirty years ago. Although no leaks have been detected, given their age, the potential for these USTs to begin leaking increases each year. Also, the necessity to develop a current plan to replace the UST's has grown in priority since the Washington State Transit Insurance Pool (WSTIP) informed us there is only one insurance carrier willing to offer us coverage, and future coverage is uncertain.

Hemmann answered questions from the Authority.

Warner asked if we are at the end of the maximum useful life of the tanks; and if we install new tanks would there be insurance coverage through WSTIP. Hemmann replied we are at the end of the lifespan as the tanks were originally given a lifespan of 30 years. Hemmann will research to determine if the new tanks would be insured through WSTIP.

Messmer asked if we will be locked into our 30% design with Tetra Tech which is getting older at time goes on. Hemmann said staff will take that all into consideration with the placement of new tanks. Because we do not know when the design of the Pattison expansion will be finalized, Messmer would not want to be locked in based on the location of the new tanks. Freeman-Manzanares said staff will bring this discussion to a future work session.

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Valenzuela asked if Intercity Transit is registered with the Pollution Liability Insurance Agency. Staff will research this and update the Authority.

Messmer recommends a conversation about contingency plans for items not earmarked in the budget and what other options would be available.

It was M/S/A by Councilmember Jones and Commissioner Valenzuela to authorize the General Manager to enter into a contract with Tetra Tech, Inc. to provide consultation services for underground storage tank replacement, in the amount of \$29,398, including taxes.

- C. Disadvantaged Business Enterprise Goal:** Holman presented for Authority consideration whether to set the Disadvantaged Business Enterprise (DBE) goal of 0.4% for the period October 1, 2013, thru September 30, 2016, pending any revisions that may be considered following a 45-day public comment period.

Holman provided a history of the DBE, noting every three years agencies that receive funding must propose an overall DBE participation goal. Our encouragement of DBE is small business participation as an agency occurs mainly in the language we use in our procurement solicitations and on the website. Holman noted the setting of our DBE goal doesn't restrain our procurement efforts. This is a three year requirement for 2011 - 2013. The DBE participation goal represents a statistically reasonable level of DBE participation expressed as a percentage of the total value of federal funds anticipated to be spent on Intercity Transit projects.

Holman answered questions.

It was M/S/A by Citizen Representative Warner and Councilmember Hildreth to adopt the staff recommendation of an overall DBE utilization goal of 0.4% of DOT/FTA funding for the period October 1, 2013, thru September 30, 2016.

- D. Approve General Manager Employment Contract:** Stafford noted on June 5, 2013, the Authority authorized the Chair to make a tentative offer of employment to Ann Freeman-Manzanares for the position of General Manager, and to negotiate a contract with terms approved by the Authority.

The contact was reviewed by legal counsel and meets all legal standards of a binding and legally enforceable contract. Stafford seeks approval authorizing the Chair, on behalf of the Authority, to sign the Employment Contract in recognition of Authority's acceptance of terms and conditions of employment for Freeman-Manzanares.

Stafford answered questions.

It was M/S/A by Citizen Representative Messmer and Mayor Clarkson to authorize the Chair to sign the Employment Contract in recognition of the Authority's acceptance of the terms and conditions for the employment of Ann Freeman-Manzanares in the position of General Manager.

- E. Security Camera Consultant Services:** Peterson presented for consideration a contract amendment for security consultant services for the Olympia Transit Center expansion project. He explained the agency identified the need to develop an integrated security camera system infrastructure. Intercity Transit contracted with Hargis Engineers to provide guidelines for planning and integrating camera systems for existing and future facilities so the overall system will run on uniform hardware and a single software platform. Hargis provided the preliminary cost estimates and now the project requires Hargis to provide detailed designs and specifications for the camera system as part of completing the 30% plans for the facility.

Peterson answered questions.

It was M/S/A by Citizen Representative Messmer and Mayor Clarkson to authorize the General Manager to enter into a contract amendment with Hargis Engineers in a not-to-exceed amount of \$19,475.00.

- F. Review Draft of Annual Update of the Transit Development Plan:** Bloom provided a summary of the Transit Development Plan (TDP). Staff will present a brief overview to the Citizen Advisory Committee on August 19. A public hearing is anticipated for August 21, 2013, with adoption by the Authority at the September 4, 2013, meeting. Bloom reviewed sections of the TDP document, and answered questions from the Authority.
- G. Travel Training Pilot and Bus Buddies Update:** Bergkamp provided an update on the Travel Training Pilot. She indicated the program is in the second quarter of the pilot. Bergkamp explained the travel training program, outreach and referrals.

She indicated Thurston Regional Planning Council's age-based forecasts show 20% of Thurston County's population will be 65 and older by 2030. This influx of non-drivers will seek out transportation options, and many older adults will not have sufficient familiarity with and knowledge of public transit to successfully use it as a primary mode of transportation.

Bergkamp reviewed the cost avoidance from February 17, 2013, through June 30, 2013. Approximately 2,148 Dial-A-Lift (DAL) trips were diverted to fixed route in the 4.5 months of this pilot. She noted the return on investment of two FTE Travel Trainers has significant potential. She indicated it takes 4,240 converted trips per

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year to cover the cost of the two FTE Travel Trainers. Currently, 5,800 trips were converted to date from DAL to fixed route.

Bergkamp noted Erin Pratt and Curt Daniel, the two Travel Training Interns, were awarded as our Excellence in Transit team. They will be honored at the Washington State Transit Association Conference later in the month.

Bergkamp provided an update on the Bus Buddies Program. Catholic Community Services and Intercity Transit are entering into a partnership. Catholic Community Services secured funding in the amount of \$90,000 for 2013 through 2015 to run the Thurston County Bus Buddies Project.

The travel training program will partner with a 1.5 FTE bus buddy coordinator. The Bus Buddie Program builds on the skills clients received in travel training with support of volunteers. The coordinator will be a volunteer recruiter to recruit expert bus riders. Bus Buddies will provide the support of volunteer expert bus riders to pair up with less experienced special needs riders who desire more confidence riding fixed route service.

GENERAL MANAGER'S REPORT

Chair Thies, General Manager Ann Freeman-Manzanares and Marketing and Communications Manager, Meg Kester, met with the **editorial board** for The Olympian Wednesday morning.

We have 213 active vanpools. There is a lot of interest from Madigan. We started one new van with a few more in the works. Employment Security is moving an office from Seattle to Lacey. Staff is working to set them up with vanpools. To date, 60 people have shown an interest.

Intercity Transit has an agreement with Sound Transit to extend the 592 from DuPont to Olympia beginning September 30, 2013.

Intercity Transit recently amended the annual employee transit pass contracts with the City of Olympia, TRPC, SPSCC and St. Martin's.

Several staff members are actively participating with local and regional agencies on WSDOT's Interchange Justification Report Study of I-5 / JBLM gates between DuPont and Lakewood. We hope to have a presentation from the consultants before the end of the year.

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Staff is actively participating in each of the three Community Challenge Grant projects. This includes Tumwater's Brewery District, Capitol Blvd. Planning Project and Lacey's Woodland District Project.

Vanpool Manager, Carolyn Newsome, attended and presented at the Association for Commuter Transportation's Annual Conference in San Antonio in July. She is the National Chair of their Vanpool Council.

AUTHORITY ISSUES

Hildreth indicated he, Warner and Clarkson attended the APTA Board Members conference in July and found it to be a wonderful experience.

Hildreth shared information about a policy Santa Cruz Metro Facilities implemented to provide their drivers with healthy vending food and beverage options. The policy requires all vending machines in the Santa Cruz Metro facilities to include 50% of beverages and food items that meet specific nutritional standards. Possibly staff could look into a similar program for our drivers.

Jones likes the idea of moving the report on ridership statistics to the second Authority meeting of the month. He's also interested in the status of the schedule for labor arbitration. Freeman-Manzanares replied the final briefs went in on August 2, and she expects a response within the next 30 to 60 days.

Thies indicated he is unable to attend the August 21 Special Meeting.

Thies noted at the last Authority meeting he proposed the idea of the Authority presenting a specific question to the Citizen Advisory Committee in hopes of receiving their feedback. The question Thies will present to the CAC Chair is, "What do you think is the regional role of Intercity Transit, keeping in mind our responsibility to provide service to the local PTBA?" The Authority will allow the CAC as much time as needed to discuss as a group, and provide their recommendations.

ADJOURNMENT

With no further business to come before the Authority, it was M/S/A by Mayor Clarkson and Chair Thies to adjourn the meeting at 7:37 p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

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August 7, 2013
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Martin J. Thies, Chair

**Pat Messmer
Clerk to the Authority**

Date Approved: September 4, 2013

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

Minutes
INTERCITY TRANSIT AUTHORITY
Special Meeting
August 21, 2013

CALL TO ORDER

Vice Chair Hildreth called the August 21, 2013, special meeting of the Intercity Transit Authority to order at 5:30 p.m., at the administrative offices of Intercity Transit.

Members Present: Vice Chair and City of Tumwater Councilmember Ed Hildreth; Thurston County Commissioner Karen Valenzuela; City of Olympia Councilmember Nathaniel Jones; Citizen Representative Karen Messmer; Citizen Representative Ryan Warner; and Labor Representative Rusty Caldwell (alternate).

Members Excused: Chair and Citizen Representative Martin Thies; and Labor Representative Karen Stites.

Staff Present: Ann Freeman-Manzanares; Dennis Bloom; Jessica Brandt; Marc Jones; Meg Kester; and Pat Messmer.

Others Present: Citizen Advisory Committee (CAC) member Charles Richardson; Lon Wyrick, Executive Director, Thurston Regional Planning Council (TRPC); and Kathy McCormick, Senior Planner, TRPC.

APPROVAL OF AGENDA

It was M/S/A by Mayor Clarkson and Councilmember Baker to approve the agenda.

PUBLIC HEARING - Draft Annual Report and Transit Development Plan

Bloom reported the public review process is complete and only one comment was received late this afternoon; however, it doesn't pertain to the Transit Development Plan. Bloom noted the final plan will come before the Authority to seek adoption of the Plan at the September 4, 2013, Authority meeting.

Vice Chair Hildreth opened the public hearing at 5:32 p.m. to receive comments on the Draft Annual Report and Transit Development Plan.

Hearing no comments, Vice Chair Hildreth closed the public hearing at 5:33 p.m.

CITIZEN ADVISORY COMMITTEE REPORT

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Richardson reported the CAC received updates on Environmental and Sustainability Communications, Travel Training and the Draft TDP plan. Hildreth added he attended the CAC meeting, and noted there was some discussion about the question posed to the CAC by the Authority which was, "What do you think is the regional role of Intercity Transit, keeping in mind our responsibility to provide service to the local PTBA?"

BRIEFING ON THE DRAFT SUSTAINABLE THURSTON PLAN

Lon Wyrick, Executive Director, and Kathy McCormick, Senior Planner from Thurston Regional Planning Council (TRPC) provided a presentation of the TRPC Draft Sustainable Thurston Plan, "Creating Places - Preserving Spaces, A Sustainable Development Plan for the Thurston Region."

Discussion and questions followed.

Messmer noted the public has a high expectation on what transit can achieve, however, in order to become a sustainable community we are dependent on the jurisdictions who have a land use authority and who will steer the transportation issue, and we, as an organization, expect to be part of the process. The expectation is that Intercity Transit will provide service; however, that's dependent on the jurisdictions and this poses a dilemma for transit.

Hildreth said he believes jurisdictions are working towards cooperation between Intercity Transit and cities/counties, and we need to get incorporated into that process. The cities and counties plan the development and Intercity Transit could take a more proactive involvement in the process.

Messmer suggested Intercity Transit inform the communities of our plan, service and capabilities. Show how energy-intensive the routes are in terms of ridership. Basically, show the community how we currently operate; and show them what we could do, and which services won't work.

Valenzuela recommended the Authority discuss and then formally respond to TRPC as part of the public comment process. Clarkson agreed the Authority should have a discussion in regard to these proposals.

Jones indicated the majority of the priority goals of the plan are directly related to Intercity Transit's mission and operations. He believes there is a place for Intercity Transit to provide leadership as we're very much involved in transportation sustainability practices. We need to clearly communicate what we're capable of doing and how these policies affect the agency and transportation in our region. He

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suggested we make an offer to work with jurisdictions to help advise them on how to create a more transit-supported environment.

Messmer suggested the Authority have further discussion about how to get ahead of the game on the land use situation, comprehensive plans, zoning and the regulations.

FIXED ROUTE RIDERSHIP UPDATE

Bloom provided an update on fixed route system boardings. At the August 7, 2013, Authority meeting, Bloom reported a drop in ridership, and the Authority expressed some concerns. Bloom pointed out staff's observations for the decrease in ridership.

Currently, total boardings are down -3.54% year-to-date compared to last year at this time. Weekday boardings per day are down 2.8%, Saturdays are down 1.3%, and Sundays are down 7.6%.

He indicated several reasons for the decrease can be attributed to a reduction in local state employment and a drop in enrollment at both The Evergreen State College and South Puget Sound Community College. Also, the increase in the local adult fare implemented in mid-February may be influencing ridership. He also noted with the local economy slowly recovering the lower cost of fuel prices may have transit riders returning to their private vehicles. Bloom referred to several handouts, and answered questions.

Richardson left the meeting.

SPECIAL MEETING

Freeman-Manzanares presented for Authority consideration whether to schedule a special meeting for Wednesday, September 18, 2013, to conduct a joint meeting of the Intercity Transit Authority and the Citizen Advisory Committee (CAC).

It was M/S/A by Citizen Representative Messmer and Citizen Representative Warner to schedule a special meeting for Wednesday, September 18, 2013, to conduct a joint meeting of the Authority and Citizen Advisory Committee.

CITIZEN ADVISORY COMMITTEE APPOINTMENT

Freeman-Manzanares reported Citizen Advisory Committee member, Midge Welter, resigned from the committee due to a health-related reason; however, she expressed interest in rejoining in the future. Staff contacted the person identified by the ad-hoc

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committee as the next-in-line for the CAC to determine interest and availability. Dale Vincent expressed continued interest and remains available to participate on the CAC.

It was M/S/A by Councilmember Jones and Mayor Clarkson to appoint Dale Vincent the Citizen Advisory Committee to a term beginning September 18, 2013, ending June 30, 2015.

AUTHORITY ISSUES

Messmer noted how convenient it will be to have the Greyhound Station at the Olympia Transit Center. She shared her story of riding the Grays Harbor Transit bus to Aberdeen expecting to be dropped off at the Greyhound Station. However, due to a pet parade taking place, she was dropped off a block away, and she explained a series of circumstances which made riding the bus rather confusing. She indicated the Grays Harbor bus driver said they were not made aware of the parade; however, Bloom said Intercity Transit did notify them of the event.

Clarkson said he attended an AWC Legislative Conference to review the proposals for next year's legislature. They received a presentation by a member of the 25th District indicating gas tax dollars are not available and funding will be reduced for transportation improvements. It was mentioned that Intercity Transit is in need of new facilities; however, they don't know where the money is coming from. They continued the discussion of those issues and what can be proposed to the legislature to improve the situation. He said Intercity Transit is on the radar because of the service we provide.

ADJOURNMENT

It was M/S/A by Councilmember Baker and Mayor Clarkson to adjourn the meeting at 6:59 p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

Martin J. Thies, Chair

**Pat Messmer
Clerk to the Authority**

Date Approved: September 4, 2013

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August 21, 2013
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Prepared by Pat Messmer, Recording Secretary/
Executive Assistant, Intercity Transit

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 08/09/2013

Thru Date: 08/09/2013

Check #	Check Date	Ref #	Name	Amount	Voided
00014694	8/9/2013	01230	A WORKSAFE SERVICE INC	\$468.00	
00014695	8/9/2013	01405	ADVANCE GLASS INC	\$1,900.17	
00014696	8/9/2013	01480	AIR FLOW SYSTEMS INC	\$871.32	
00014697	8/9/2013	01660	ALL STAR FORD	\$0.00	✓
00014698	8/9/2013	01660	ALL STAR FORD	\$386.92	
00014699	8/9/2013	01780	AMALGAMATED TRANSIT UNION 1765	\$149.00	
00014700	8/9/2013	01805	AMB TOOLS AND EQUIPMENT CO INC	\$990.72	
00014701	8/9/2013	02060	AMERISAFE	\$73.98	
00014702	8/9/2013	02380	ARAMARK UNIFORM SERVICES	\$746.84	
00014703	8/9/2013	02825	AUTO PLUS - OLYMPIA	\$209.79	
00014704	8/9/2013	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	✓
00014705	8/9/2013	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$1,604.05	
00014706	8/9/2013	03940	B&B SIGN CO LLC	\$79.64	
00014707	8/9/2013	05220	CAPITAL ELECTRIC	\$4,516.83	
00014708	8/9/2013	05320	CAPITOL CITY PRESS INC	\$527.69	
00014709	8/9/2013	05380	CARDINAL HEALTH MEDICAL PRODUCTS/SE	\$1,047.29	
00014710	8/9/2013	05460	CARQUEST AUTO PARTS-OLYMPIA	\$36.51	
00014711	8/9/2013	05940	CENTURY LINK	\$2,858.48	
00014712	8/9/2013	05945	CENTURY LINK	\$176.68	
00014713	8/9/2013	06040	CITY OF LACEY	\$950.35	
00014714	8/9/2013	06120	CITY OF OLYMPIA UTILITIES	\$3,268.81	
00014715	8/9/2013	06270	CLAUS, DIANA	\$150.00	
00014716	8/9/2013	06607	COMDATA	\$48,680.32	
00014717	8/9/2013	06610	COMMERCIAL BRAKE & CLUTCH	\$779.95	
00014718	8/9/2013	07105	CRAIN'S OFFICE SUPPLY	\$2,267.83	
00014719	8/9/2013	07150	CROSSROADS COLLISION CENTER	\$675.65	
00014720	8/9/2013	07220	CUMMINS NORTHWEST INC	\$0.00	✓
00014721	8/9/2013	07220	CUMMINS NORTHWEST INC	\$10,868.50	
00014722	8/9/2013	07640	DAY WIRELESS SYSTEMS INC	\$1,562.58	
00014723	8/9/2013	08020	DISH NETWORK	\$1,745.56	
00014724	8/9/2013	08780	EMERALD RECYCLING SERVICE	\$884.74	
00014725	8/9/2013	08840	EMPLOYER RESOURCES NORTHWEST	\$67.50	
00014726	8/9/2013	09180	EXPRESS SERVICES INC	\$2,234.40	
00014727	8/9/2013	09805	FLEET PRIDE	\$562.66	
00014728	8/9/2013	09820	FLEET-NET CORP	\$1,642.88	
00014729	8/9/2013	10290	FUSION GRAPHIX	\$80.75	
00014730	8/9/2013	10630	GFI GENFARE	\$352.83	
00014731	8/9/2013	10660	GILLIG LLC	\$0.00	✓
00014732	8/9/2013	10660	GILLIG LLC	\$13,108.91	
00014733	8/9/2013	10758	GORDON THOMAS HONEYWELL GOV AFFAIR	\$6,007.02	
00014734	8/9/2013	10820	GRAPHIC COMMUNICATIONS	\$2,053.50	
00014735	8/9/2013	10880	GRIMM COLLECTIONS	\$685.12	
00014736	8/9/2013	11308	HOFSTETTER SHANNON	\$192.30	
00014737	8/9/2013	11414	HULTZ BHU ENGINEERS INC	\$1,067.88	
00014738	8/9/2013	11750	INTERCITY EXECUTIVE IMPREST ACCOUNT	\$2,358.50	
00014739	8/9/2013	11810	INTERSTATE BATTERY	\$276.24	
00014740	8/9/2013	11825	INTRACOMMUNICATION NETWORK SYSTEM	\$843.86	
00014741	8/9/2013	11905	JANEK CORPORATION	\$761.60	
00014742	8/9/2013	12725	KINGS III OF AMERICA INC	\$216.15	
00014743	8/9/2013	13360	LAMBRIX JOE	\$75.00	
00014744	8/9/2013	13396	LARSON, DAVE	\$80.00	
00014745	8/9/2013	13510	LES SCHWAB TIRE CENTER	\$267.68	
00014746	8/9/2013	13525	LEW RENTS	\$67.53	
00014747	8/9/2013	13850	MASON COUNTY TRANSIT	\$1,431.00	

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 08/09/2013

Thru Date: 08/09/2013

Check #	Check Date	Ref #	Name	Amount	Voided
00014748	8/9/2013	14160	MCMASTER-CARR SUPPLY CO.	\$91.80	
00014749	8/9/2013	14760	MUNCIE TRANSIT SUPPLY	\$86.34	
00014750	8/9/2013	14900	NAPA AUTO PARTS	\$351.60	
00014751	8/9/2013	15269	NORTHWEST TRUCK & INDUSTRIAL INC	\$145.70	
00014752	8/9/2013	15530	OLYMPIA AUTOBODY, INC.	\$579.90	
00014753	8/9/2013	16200	OLYMPIC REGION CLEAN AIR AGENCY	\$240.00	
00014754	8/9/2013	16490	PACIFIC DISPOSAL INC	\$640.13	
00014755	8/9/2013	16595	PACIFIC POWER PRODUCTS	\$144.84	
00014756	8/9/2013	16765	PETRO CARD	\$161,750.14	
00014757	8/9/2013	17218	PROUTY, CURTIS	\$2,505.00	
00014758	8/9/2013	17290	PUGET SOUND ENERGY	\$12,898.46	
00014759	8/9/2013	17505	RAINIER DODGE INC	\$63.84	
00014760	8/9/2013	17560	RE AUTO ELECTRIC INC	\$1,312.87	
00014761	8/9/2013	17760	ROSS AND WHITE COMPANY	\$533.20	
00014762	8/9/2013	17900	SCHETKY NW SALES INC	\$1,543.50	
00014763	8/9/2013	18035	SEWARD RHODETTA	\$243.21	
00014764	8/9/2013	18145	SIX ROBBLEES INC	\$143.44	
00014765	8/9/2013	18210	SME SOLUTIONS	\$308.98	
00014766	8/9/2013	18330	SOUND LANDSCAPE PROFESSIONALS	\$3,424.05	
00014767	8/9/2013	18651	STORMANS (LICENSING)	\$47.75	
00014768	8/9/2013	18695	SUMMIT LAW GROUP PLLC	\$19,339.00	
00014769	8/9/2013	18705	SUNBELT RENTALS	\$2,074.53	
00014770	8/9/2013	18801	TAGS AWARDS & SPECIALTIES	\$333.92	
00014771	8/9/2013	18990	THERMO KING NORTHWEST	\$58.08	
00014772	8/9/2013	21930	TIRES INC	\$1,577.25	
00014773	8/9/2013	21950	TITUS-WILL CHEVROLET	\$2,722.79	
00014774	8/9/2013	22010	TOYOTA OF OLYMPIA	\$39.17	
00014775	8/9/2013	23400	U S BANK CORPORATE PAYMENT SYSTEMS	\$90,798.86	
00014776	8/9/2013	23405	U S BANK or CORPORATE PAYMENT SYSTEM	\$2,606.88	
00014777	8/9/2013	23740	USSC LLC	\$249.25	
00014778	8/9/2013	23820	VERIZON WIRELESS	\$1,308.71	
00014779	8/9/2013	23833	VFW IRA L CATER POST #318	\$100.00	
00014780	8/9/2013	24000	W W GRAINGER INC	\$200.05	
00014781	8/9/2013	24280	WA ST DEPT OF L & I RIGHT TO KNOW	\$695.00	
00014782	8/9/2013	24750	WA ST GET PROGRAM	\$322.50	
00014783	8/9/2013	25130	WALTER E NELSON CO OF WESTERN WA	\$1,750.86	
00014784	8/9/2013	25380	WASHINGTON GARDENS	\$315.52	
00014785	8/9/2013	25560	WASHINGTON STATE TRANSIT ASSOCIATIO	\$405.00	
00014786	8/9/2013	25858	WESTCARE CLINIC LLC PS	\$150.00	
00014787	8/9/2013	26405	XIOLOIX LLC	\$38,526.08	
			Total:	\$473,539.71	

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 08/23/2013

Thru Date: 08/23/2013

Check #	Check Date	Ref #	Name	Amount	Voided
00014788	8/23/2013	11740	INTERCITY ADVANCED TRAVEL	\$776.63	
00014791	8/23/2013	11925	JENKINS SHANNIE	\$179.82	
00014792	8/23/2013	11740	INTERCITY ADVANCED TRAVEL	\$1,196.00	
00014793	8/23/2013	01311	ACCESS INFORMATION MANAGEMENT	\$468.27	
00014794	8/23/2013	01405	ADVANCE GLASS INC	\$1,008.22	
00014795	8/23/2013	01660	ALL STAR FORD	\$5,897.01	
00014796	8/23/2013	01815	AMERICAN CUSTODIAL INC	\$9,664.65	
00014797	8/23/2013	01820	AMERICAN DRIVING RECORDS INC	\$934.95	
00014798	8/23/2013	01960	AMERICAN SEATING COMPANY	\$324.90	
00014799	8/23/2013	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$128.46	
00014800	8/23/2013	02380	ARAMARK UNIFORM SERVICES	\$721.70	
00014801	8/23/2013	02480	ASE SUPPLY INC	\$44.38	
00014802	8/23/2013	03250	BATTERY SYSTEMS, INC	\$1,579.99	
00014803	8/23/2013	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	✓
00014804	8/23/2013	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$1,625.87	
00014805	8/23/2013	03940	B&B SIGN CO LLC	\$164.73	
00014806	8/23/2013	05115	CAMCAL INC	\$750.03	
00014807	8/23/2013	05340	CAPITOL COURIER SERVICE	\$369.65	
00014808	8/23/2013	05740	CED	\$61.69	
00014809	8/23/2013	05940	CENTURY LINK	\$84.46	
00014810	8/23/2013	05945	CENTURY LINK	\$118.52	
00014811	8/23/2013	06060	CITY OF OLYMPIA	\$714.57	
00014812	8/23/2013	06237	CLARKSON, VIRGIL	\$311.30	
00014813	8/23/2013	06270	CLAUS, DIANA	\$150.00	
00014814	8/23/2013	06610	COMMERCIAL BRAKE & CLUTCH	\$1,223.75	
00014815	8/23/2013	07150	CROSSROADS COLLISION CENTER	\$793.15	
00014816	8/23/2013	07220	CUMMINS NORTHWEST INC	\$0.00	✓
00014817	8/23/2013	07220	CUMMINS NORTHWEST INC	\$4,751.57	
00014818	8/23/2013	08720	ELECTRONIC RESOURCING INC	\$67.01	
00014819	8/23/2013	08925	ENVIROISSUES INC	\$766.50	
00014820	8/23/2013	09180	EXPRESS SERVICES INC	\$744.80	
00014821	8/23/2013	09805	FLEET PRIDE	\$24.80	
00014822	8/23/2013	10120	FRANSEN KRIS	\$259.06	
00014823	8/23/2013	10205	FREEMAN-MANZANARES ANN	\$4,184.52	
00014824	8/23/2013	10660	GILLIG LLC	\$0.00	✓
00014825	8/23/2013	10660	GILLIG LLC	\$11,714.37	
00014826	8/23/2013	10820	GRAPHIC COMMUNICATIONS	\$1,311.24	
00014827	8/23/2013	11048	HARGIS ENGINEERS INC	\$1,035.00	
00014828	8/23/2013	11175	HEALTH CARE AUTHORITY	\$282,305.78	
00014829	8/23/2013	11280	HILDRETH ED	\$263.00	
00014830	8/23/2013	11308	HOFSTETTER SHANNON	\$192.30	
00014831	8/23/2013	11338	HON COMPANY, THE	\$647.38	
00014832	8/23/2013	11615	INDUSTRIAL HYDRAULICS INC	\$27.81	
00014833	8/23/2013	11670	INLAND TECHNOLOGY INC	\$527.20	
00014834	8/23/2013	11770	INTERCITY PETTY CASH	\$484.73	
00014835	8/23/2013	11810	INTERSTATE BATTERY	\$808.00	
00014836	8/23/2013	11865	ISLAND SUPERIOR AIR FILTER	\$515.11	
00014837	8/23/2013	11895	J&I POWER EQUIPMENT INC	\$7.74	
00014838	8/23/2013	11930	JERRYS AUTOMOTIVE TOWING	\$1,097.78	
00014839	8/23/2013	13440	LAW, LYMAN, DANIEL, KAMERRER BOGDANO	\$2,997.45	
00014840	8/23/2013	13510	LES SCHWAB TIRE CENTER	\$283.97	
00014841	8/23/2013	13559	LIFTLOGIC, INC.	\$3,524.03	
00014842	8/23/2013	13661	LOOMIS	\$496.77	
00014843	8/23/2013	14900	NAPA AUTO PARTS	\$218.23	

Intercity Transit

Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 08/23/2013

Thru Date: 08/23/2013

Check #	Check Date	Ref #	Name	Amount	Voided
00014844	8/23/2013	15075	NEIGHBORHOOD PROMOTIONS	\$244.58	
00014845	8/23/2013	15120	NEWSOME CAROLYN	\$1,927.64	
00014846	8/23/2013	15300	OAK HARBOR FREIGHT LINES INC	\$537.17	
00014847	8/23/2013	16200	OLYMPIC REGION CLEAN AIR AGENCY	\$1,040.00	
00014848	8/23/2013	16593	PACIFIC OFFICE AUTOMATION	\$0.00	✓
00014849	8/23/2013	16593	PACIFIC OFFICE AUTOMATION	\$4,209.37	
00014850	8/23/2013	16595	PACIFIC POWER PRODUCTS	\$824.56	
00014851	8/23/2013	16760	PETTIT OIL COMPANY	\$1,835.92	
00014852	8/23/2013	16765	PETRO CARD	\$67,888.83	
00014853	8/23/2013	17290	PUGET SOUND ENERGY	\$1,285.61	
00014854	8/23/2013	17505	RAINIER DODGE INC	\$43.00	
00014855	8/23/2013	17560	RE AUTO ELECTRIC INC	\$271.53	
00014856	8/23/2013	17760	ROSS AND WHITE COMPANY	\$464.01	
00014857	8/23/2013	17875	SARAH SHUFELT	\$2,228.35	
00014858	8/23/2013	17900	SCHETKY NW SALES INC	\$889.50	
00014859	8/23/2013	17986	SECURITAS SECURITY SERVICES USA INC	\$14,098.13	
00014860	8/23/2013	18068	SHINING EXAMPLE INC	\$303.33	
00014861	8/23/2013	18145	SIX ROBBLEES INC	\$289.43	
00014862	8/23/2013	18470	SPORTWORKS NORTHWEST INC	\$255.14	
00014863	8/23/2013	18900	TEKNON CORPORATION	\$1,936.62	
00014864	8/23/2013	18990	THERMO KING NORTHWEST	\$2,244.25	
00014865	8/23/2013	21700	THOMAS, DANNY	\$100.00	
00014866	8/23/2013	21734	THORNILEY, SHARON	\$70.00	
00014867	8/23/2013	21865	THURSTON ECONOMIC DEVELOPMENT COU	\$750.00	
00014868	8/23/2013	21880	THURSTON REGIONAL PLANNING COUNCIL	\$9,090.75	
00014869	8/23/2013	21910	THYSSENKRUPP ELEVATOR	\$1,135.12	
00014870	8/23/2013	21950	TITUS-WILL CHEVROLET	\$2,238.55	
00014871	8/23/2013	22010	TOYOTA OF OLYMPIA	\$728.92	
00014872	8/23/2013	22055	TRAIL, NANCY	\$94.78	
00014873	8/23/2013	22250	TRI-CITIES BATTERY INC.	\$9,316.50	
00014874	8/23/2013	22260	TRI-DIM FILTER CORPORATION	\$400.98	
00014875	8/23/2013	22287	TRILLIUM POWER PRODUCTIONS	\$100.00	
00014876	8/23/2013	22325	TTL PARTNERS LLC	\$3,271.00	
00014877	8/23/2013	22420	TUMWATER PRINTING	\$375.02	
00014878	8/23/2013	23740	USSC LLC	\$529.84	
00014879	8/23/2013	24000	W W GRAINGER INC	\$83.43	
00014880	8/23/2013	24030	WA ST AUDITORS OFFICE	\$8,094.48	
00014881	8/23/2013	24040	WA ST CONSOLIDATED TECHNOLOGY SERVI	\$116.48	
00014882	8/23/2013	24750	WA ST GET PROGRAM	\$322.50	
00014883	8/23/2013	25163	WARNER, RYAN	\$310.70	
Total:				\$488,494.87	

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-C
MEETING DATE: September 4, 2013

FOR: Intercity Transit Authority
FROM: Marilyn Hemmann, 705-5833
SUBJECT: Surplus Property

-
- 1) **The Issue:** Whether or not to declare property surplus.
-
- 2) **Recommended Action:** Declare the property listed on Exhibit "A" as surplus. Staff determined there is no longer a need to retain these items.
-
- 3) **Policy Analysis:** Resolution No. 23-81 states the Authority must declare property surplus to our needs prior to sale.
-
- 4) **Background:** Staff requests the Authority declare the attached list of information system equipment surplus. These items are surplus to our needs and will be offered for direct purchase by other public agencies. Items not sold in this manner will be sold competitively through public auction to achieve the highest rate of return. The value is estimated at \$1,525.00.
-
- 5) **Alternatives:**
- A. Declare the property listed on Exhibit "A" as surplus.
 - B. Declare a portion of the items surplus.
 - C. Defer action. Storage availability onsite and the cost of offsite storage is an issue.
 - D. Retain all items. Storage availability onsite and the cost of offsite storage is an issue.
-
- 6) **Budget Notes:** All funds generated by the sale of surplus property are deposited in the Intercity Transit cash account.
-
- 7) **Goal Reference:** Not specifically identified in the goals.
-
- 8) **References:** Exhibit "A" - Surplus Property September 2013.

Minutes
INTERCITY TRANSIT
CITIZEN ADVISORY COMMITTEE
August 19, 2013

CALL TO ORDER

Chair Van Gelder called the August 19, 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 Michael Van Gelder; Vice Chair Carl See; Leah Bradley; Mitch Chong; Valerie Elliott; Sreenath Gangula; Jill Geyen; Roberta Gray; Meta Hogan; Julie Hustoft; Don Melnick; Quinn Johnson; Alyssa Neely; Joan O'Connell; Sue Pierce; Kahlil Sibree; Victor VanderDoes; Faith Hagenhofer and Charles Richardson.

Absent: Midge Welter.

Staff Present: Ann Freeman-Manzanares; Meg Kester; Jessica Brandt; Dennis Bloom; Emily Bergkamp; Pat Messmer; and Nancy Trail.

Others Present: Authority member, Ed Hildreth.

INTRODUCTIONS

Van Gelder introduced Authority member, Ed Hildreth.

Announcement: Van Gelder relayed that Midge Welter has resigned effective immediately for personal reasons. The matter has been referred to the Authority who has a list of qualified candidates.

APPROVAL OF AGENDA

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

MEETING ATTENDANCE

- A. August 21, 2013, Work Session - Charles Richardson.
- B. September 4, 2013, Regular Meeting - Joan O'Connell.
- C. September 18, 2013, Joint Meeting.

APPROVAL OF MINUTES

Van Gelder noted a correction to page 1 of the minutes which should reflect that Hogan opened the meeting.

Bradley arrived.

It was M/S/A by Elliott and Hogan to approve the minutes of July 15, 2013, as amended.

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

- *Hustoft* - Bus stop issue.
- *Pierce* - Difference between customer service and dispatch.

Van Gelder indicated there was additional discussion to be done on possible changes to the Mission statement and the members discussed the issue.

Sibree arrived.

Van Gelder relayed a question that the Authority would like the CAC to consider and discuss, “What do you think is the regional role of Intercity Transit, keeping in mind our responsibility to provide service to the local PTBA.” The Authority would like the CAC to discuss this at length. He suggested the CAC think about a process to get it done. The Authority would like the CAC to provide them with our findings. He also suggested the CAC think of a process and determine whether to do this as a large group or in small groups.

The members debated the process for addressing the issue.

NEW BUSINESS

A. Environmental & Sustainability Communications – Kester provided an update on the communications efforts underway to raise awareness of Intercity Transit’s environmental and sustainability policy. There are two significant focus areas for sustainability. The first is our ESMS program (Environmental and Sustainability Management System), and the second is general sustainability initiatives with our sustainability committee. We are growing the level of awareness with the tools we’ve created.

Kester said Intercity Transit has been a sustainably minded agency for several years. We are working hard to integrate how we talk about sustainability so that we’re not

Intercity Transit Citizen Advisory Committee

August 19, 2013

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confusing our employees, the public or even our leadership in terms of our initiatives that support our sustainability commitment.

Over a year ago the employees most involved with our sustainability initiatives got together and did some strategic planning. We defined what sustainability means to the employees who are responsible for creating sustainability and making it successful.

The Intercity Transit Sustainability Fact Sheet and pocket card are part of your packet. We have branded our sustainability program and we call it "Moving Green," and you will see this leaf logo moving forward.

Intercity Transit has expanded the sustainability information on our website, and shared our sustainability story in on our newsletter, our Getting There news column, and Performance Report. We want it to be part of our culture here at Intercity Transit, our daily operation, and part of our long-term vision for the agency. With that in mind we have created a video that includes several employees.

Video plays, "Making a Difference."

Brandt explained almost 100% of the employees participated in training on sustainability and watched the video. The video will be showcased nationally at the Virginia-Tech training that staff went to a few years ago. The director at Virginia-Tech really liked our material and they are going to show the video at their trainings.

Kester/Brandt answered questions.

Elliott noted that Pierce Transit recently got an award for having an all gas fleet. How does it match up with in our sustainability program versus the biodiesel?

Freeman-Manzanares replied Pierce Transit uses compressed natural gas and recently started accepting natural gas from Cedar Hill which is a landfill in King County. We did an alternative fuels study a number of years ago that, among other sources, looked at CNG. It was determined that the amount of space we have available, the cost of the infrastructure and the availability of alternative fueling sources made CNG a poor choice for Intercity Transit.

See asked about cost savings; stewards of our tax dollars. Do you have any numbers around that in terms of cost-avoidance or cost-savings?

Brandt replied cost avoidance is hard to measure early on. Over time we will definitely be able to quantify that a little bit better. At the end of the day it is just a

Intercity Transit Citizen Advisory Committee

August 19, 2013

Page 4 of 5

general risk management that you can do to prevent the problems in the first place. When we get any numbers on cost-avoidance she would share them.

- B. Review Draft of Annual Update of the TDP** – Bloom provided a summary of the Transit Development Plan (TDP). A public hearing is set for August 21, 2013, with adoption by the Authority at the September 4, 2013 meeting. Bloom reviewed sections of the TDP document and answered questions from the CAC members.
- C. Travel Training Pilot and Bus Buddies Update** - Bergkamp provided an update on the Travel Training pilot. She indicated the program is in the second quarter of the pilot. Bergkamp explained the travel training program, outreach and referrals.

Bergkamp indicated Thurston Regional Planning Council's age-based forecasts show 20% of Thurston County's population will be 65 and older by 2030 and this influx of non-drivers will seek out transportation options. Many will be unfamiliar with public transportation options.

Bergkamp provided cost avoidance details from February 17, 2013 to June 30, 2013. Approximately 2148 DAL trips were diverted to Fixed Route in just under 4.5 months of pilot. She noted the return on investment of two FTE Travel Trainers has significant potential. She indicated it takes 4,240 converted trips per year to cover the cost of two FTE Travel Trainers. At the current rate there will be approximately 5,819 trips converted by the end of the year.

The two Travel Training interns, Curt Daniel and Erin Pratt were awarded Excellence in Transit and will be honored at the Washington State Transit Association Conference later this month.

Bergkamp noted that Intercity Transit has entered into a partnership with Catholic Community Services (CCS) on the Bus Buddies Program. CCS secured funding in the amount of \$90,000 for 2013-2015 to run the Thurston County Bus Buddies Program. The program builds on the skills clients received in travel training with the support of volunteers. The coordinator will recruit expert bus riders to assist less experienced, special needs riders who need to build confidence riding fixed route service.

Bergkamp answered questions.

Chong said more marketing/advertising needs to be done at other locations that handicapped people use. There are a lot of people that just don't know that they can take DAL and/or fixed route. You need to let the drivers know to help people put the fares in the fare box. That's why so many people still use DAL. Many drivers get an attitude about helping with fares.

CONSUMER ISSUES

- A. *Hustoft* said there was no bus schedule at the stop across the street from the Tumwater Middle School for the inbound 12.
- B. *Pierce* said that the riders of the 605 need assistance determining if they should contact customer service or dispatch with road construction/stop updates in Tacoma.
Bloom replied they should contact customer service so the information can be distributed to the appropriate department/person.

REPORTS

Freeman-Manzanares reported on behalf of Midge Welter who attended the August 7th Authority meeting: the Authority adopted the September 30th changes to the extension of Sound Transit 592 from Dupont to Olympia and the trips from Tumwater to Lakewood. They also approved the purchase of 10 hybrid buses and those are scheduled for delivery about September of 2014. There was also a reminder that the Surplus Van Grant program is out and applications are due September 13. If you know of an agency that's interested please send them to vanpool.

NEXT MEETING: Joint ITA/CAC meeting Wednesday, September 18, 2013, 5:30 pm.

ADJOURNMENT

It was M/S/A by Hagenhofer and Hogan to adjourn the meeting at 7:30 p.m.

Prepared by Nancy Trail, Recording Secretary/
Executive Assistant, Intercity Transit

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-A
MEETING DATE: September 4, 2013

FOR: Intercity Transit Authority

FROM: Ann Freeman-Manzanares, 705-5838

SUBJECT: Update on Federal Activity

1) **The Issue:** Our federal advocate from Gordon Thomas Honeywell Governmental Affairs will provide the Authority an update on activities affecting public transportation in Washington D.C.

2) **Recommended Action:** This is an informational item.

3) **Policy Analysis:** Intercity Transit employs the firm Gordon Thomas Honeywell to assist staff in keeping up-to-date with federal activities.

4) **Background:** Dale Learn, Vice President at Gordon Thomas Honeywell Governmental Affairs will discuss the current issues facing Congress and the Administration and how they relate to Intercity Transit. He will focus on current and future federal funding issues involving the U. S. Department of Transportation, Federal Transit Administration and other federal agencies. He will also discuss current and future federal policies that have an impact on our ability to partner with the federal government. In addition, he will briefly address how Intercity Transit can be more connected with our federal legislators outside of our annual visit to Washington, D.C.

Intercity Transit has contracted with Gordon Thomas Honeywell since 2008. Dale Learn has been our primary contact with the firm.

5) **Alternatives:** N/A

6) **Budget Notes:** Intercity Transit's contract with Gordon Thomas Honeywell Governmental Affairs is \$72,000 a year. This amount is included in the 2013 budget.

7) **Goal Reference:** Goal #4, "Provide responsive transportation options."

8) **References:** N/A

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-B
MEETING DATE: September 4, 2013

FOR: Intercity Transit Authority

FROM: Dennis Bloom, Planning Manager (705-5832)

SUBJECT: Adoption of the Annual Report & Transit Development Plan

1) **The Issue:** The annual update of the system's Transit Development Plan requires Authority approval before submitting it to the Washington State Department of Transportation.

2) **Recommended Action:** Adopt this year's annual report, "2012 Annual Report" and approve the "2013 - 2018 Transit Development Plan," as presented at the public hearing held on August 21, 2013.

3) **Policy Analysis:** Washington State requires that the local transit's governing body review the annual report and Transit Development Plan. Authority policy also provides an opportunity for public comment prior to approval of the plan, which was accomplished at the August 21, 2013, Special Meeting.

4) **Background:** A public hearing was conducted on August 21, 2013, on the "Draft 2012 Annual Report and 2013 - 2018 Transit Development Plan (TDP)." There was one public comment received via voice message prior to the hearing and submitted as part of the public record to the Authority.

Under RCW Section 35.58.2795, the State requires each public transit system to submit the Report and Plan during August of each year. While this year's update is again a procedural process, staff anticipates continued discussion over the next several months on elements needed to update the system's strategic plan, including budget considerations for 2014.

5) **Alternatives:**

A. Adopt this year's annual report, "2012 Annual Report" and approve the "2013 - 2018 Transit Development Plan."

B. Delay adoption to a later date. This would require notification to the WSDOT requesting additional time.

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

7) **Goal Reference:** Goal#1: *Assess the transportation needs of our community.* This is achieved by providing clear and comprehensive information related to the transportation needs of our community.

8) **References:** Final Draft of the Transit Development Plan. Copies of the approved TDP will be distributed to WSDOT, local jurisdictions and other appropriate organizations and businesses throughout Thurston County.

FINAL DRAFT
Intercity Transit

2012
Annual Report
&
2013 – 2018
Transit Development Plan

Prepared by the
Intercity Transit Executive Department - Planning Division

Draft released: August 5, 2013

Public Hearing held on: August 21, 2013

Final approval anticipated: September 4, 2013

Intercity Transit Authority:

Martin Thies, Chair - Citizen Representative
Ed Hildreth - Vice-Chair - City of Tumwater
Joe Baker - City of Yelm
Virgil Clarkson - City of Lacey
Karen Messmer, Citizen Representative
Nathaniel Jones - City of Olympia
Karen Stites - Labor Representative
Karen Valenzuela - Thurston County
Ryan Warner - Citizen Representative

Ann Freeman-Manzanares - General Manager

Intercity Transit
526 Pattison SE
PO Box 659
Olympia, WA 98507
360-786-8585

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TTY: 360-943-5211, Fax: 360-943-8760 or Customerservice@intercitytransit.com.

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Introduction to Intercity Transit's 2013 - 2018 Transit Development Plan

This year's Transit Development Plan (TDP) continues a practice adopted by Intercity Transit in 2005. Prior to 2005 the "TDP process" was an opportunity to engage our governing body – the Intercity Transit Authority – our employees, customers and the general public to help define the direction of the transit system for the next six years.

At the time the TDP was combined with the update of the agency's "Strategic Plan," which provided an in-depth process for considering and developing future service designs, capital facilities, equipment, agency policies and other key business strategies. It also served as the basis for developing the coming year's annual budget. The time frame for this process covered several months and was completed each year in June and submitted to the WSDOT as required by Washington State law, RCW 36.57A.

With changes in WSDOT reporting requirements for the TDP in 2004 the current Intercity Transit process, established in 2005, now provides the basic reporting components and sections required under Washington State law. Intercity Transit however, continues to involve the public, agency staff, our Citizen Advisory Committee (CAC) and Transit Authority in annually reviewing and updating our "Strategic Plan," which is a separate process and document. The 'Plan' utilizes components of the TDP, but provides the more in-depth analysis and discussions for developing next year's annual budget (2014) and provides guidance for the future direction of the agency.

This year's "Draft 2012 Annual Report and 2013 – 2018 Transit Development Plan" will be presented at the Intercity Transit Authority meeting on August 7, 2013. Distribution of the draft document will then be made available on Intercity Transit's web site, at local public libraries, Intercity Transit's Customer Service Center at the downtown Olympia Transit Center or by contacting Intercity Transit's administrative staff. Local media news will be notified about the document and a notice and invitation to the public to comment on the TDP either electronically, by mail, fax, telephone, or in person at the hearing will be provided through the distribution of an on-board Rider Alert newsletter (August, 2nd) with details on our web site and other social media outlets. This year it is anticipated the public hearing will be held at the Transit Authority meeting, 526 Pattison St SE, Olympia, WA, on August 21, 2013, starting at 5:30 pm.

Section 1: Organization

This document represents Intercity Transit's annual update of a 5-year Transit Development Plan (TDP), as required under Washington State RCW Section 35.58.2795 and the federal *Moving Ahead for Progress in the 21st Century* (MAP-21). This report provides summary information for 2012 as well as projected changes for 2013 - 2018.

Intercity Transit, the business name for the Thurston County Public Transportation Benefit Area (PTBA), was established in September 1980 as authorized by Washington State law, RCW 36.57A. A brief history of the agency follows.

Agency History

September 1980: Voters from Olympia, Lacey, Tumwater, and the surrounding urban area, approved collection of a sales tax of up to 3/10ths of 1% for the PTBA. On January 1, 1981, the PTBA Authority formally assumed control of local transit services previously operated through an intergovernmental agreement between the cities of Lacey, Olympia, and Tumwater.

May 1992: Further expansion of the Intercity Transit service area occurred. Thurston County voters outside the urban area approved the 3/10ths of 1% sales tax to support the expansion of the PTBA to include all of Thurston County. This included the south county cities and towns and rural areas of unincorporated Thurston County.

1995 - 1999: Local sales tax revenue slowed dramatically and resulted in the gradual reduction of service as a way of balancing service costs with revenues. In March 1999, a proposed 2/10ths of 1% increase in the sales tax for preserving service and a modest expansion failed, forcing an 8% reduction in service. Then in November '99, statewide Initiative 695 passed, which cut Motor Vehicle Excise Tax (MVET) revenue for transit. The courts found it unconstitutional, but the State Legislature subsequently eliminated it for public transit use.

2000 - 2002: The loss of MVET funding resulted in a decrease of 40% in revenue and required a 42% service reduction in February 2000. In early 2002, a Public Transportation Improvement Conference was convened of the jurisdictions in Thurston County resulting in agreement that reduced the service boundary to the urbanized areas of Olympia, Lacey, Tumwater and Yelm. The new boundary, established September 2002, became effective January 2003. In September '02, voters within the new boundary approved an increase of 3/10ths to 6/10ths of 1% in local sales tax. The new rate went into effect in 2003.

2003 - 2005: Incremental service increases in 3 phases began. This reversed a trend that saw over a 50% reduction in fixed-route service since 1995. Both Phase 1 (February '03) and Phase 2 (September '04) included 15% increases in service hours. A new corporate logo, bus graphics, and uniforms were also introduced in '04. During 2005 the focus was on rebuilding the fleet, updating operational software and systems, improving facilities, accessibility and shelters at bus stops and completing market research and ridership studies.

2006 - 2007: Implemented a Phase 3 increase of over 15% in service hours. A circulator route, "Dash," was begun between the Capitol Campus and downtown Olympia. Completed a fixed route Short and Long Range Service Plan; 26 expansion vanpools acquired; installation of a communications system with advanced digital radio, AVL tracking, stop announcements and auto-passenger counters were completed in '07. In '07 a new multi-year service plan and a foundation for technological investments got underway. A small increase in service hours was implemented and upgrading of the fleet included 23 new buses (5 expansion), three Dial-A-Lift vans and 44 vanpools (27 expansion). Total system boardings in '07 increased 12% above '06. A

new education program, "Smart Moves," for middle and high school students began; completed state funded Trip Reduction program with state offices in Tumwater; engaged over 1,000 participants in the annual Bicycle Commuter Contest.

2008 - 2009: An 11% increase in service hours focused on local service enhancements and 15 minute service on major corridors. Expansion of the Martin Way Park & Ride Lot (Lacey) began. Installation of on-board security camera for the fleet was completed. System wide ridership hit new record of over 5.1 million boardings in '08 as fuel prices nationwide rose to \$3.50 gal. Received two national awards in '09: APTA's "Outstanding Public Transportation System" for medium sized systems and FTA's "Success in Enhancing Transit Ridership." Martin Way P&R expansion completed (138 to 319 stalls); completed major market research and ridership studies; completed master site plan for expansion of the operations base and updated plan for the Olympia Transit Center (OTC) expansion; received WSDOT grants to construct a 300 stall P&R on the Thurston County Waste and Recovery Center; and a 'Safe Routes to Schools' program for bicycle youth program at several schools. System's base fare increased from \$.75 to \$1.

2010: First of six hybrid (electric-diesel) buses were acquired as replacements. District voters approved an increase of 0.2% in local sales tax in August. New rate for transit became .8% Jan '11. Plans for the OTC continued including provision for accommodating Greyhound/interstate transit service. Pre-construction got under way for the Hawks Prairie Park & Ride in NE Lacey. A pilot program for discounted bus passes began, aimed at assisting local non-profit and human service agencies dealing with cuts in funding while still trying to meet the needs of their clients. State Legislature approved changes in CTR law that significantly increased affected state agency worksites in Thurston County.

2011: Our 30th Anniversary. Implemented a modest 3.1% increase in service focused on improvements for heavily used routes and weekend service. Implemented a website based trip planning feature (Google Maps) and participation in a regional mobile device application for 'next bus' information. Selected by Federal Transit Administration as one of ten transit systems in the nation to receive ISO 14001-certified Environmental and Sustainability Management System training, and implemented objectives for reaching those goal. Continued major capital facility projects for the OTC, Operations Base and the Hawks Prairie P&R Lot. DAL client survey completed. Record ridership on fixed route service, 4.5 million, and 5.3 million for all services (Fixed Route, Dial-A-Lift, Vanpool, Community Vans and Village Vans).

2012: First transit system in the country to be awarded 'Gold Level' APTA Sustainability Commitment status. Continuation of innovative programs including Smart Moves youth outreach and BikePARTners that supports healthy commutes to schools. Bicycle Commuter Contest celebrates 25th Anniversary. Mike Harbour, GM for 17 years, moves on. Ann Freeman-Manzanares, Development Director, appointed Interim GM. Base adult fare increase of 25% approved; local fare will go from \$1 to \$1.25 effective February 2013 service change. New 332 stall Hawks Prairie Park & Ride Lot opens in NE Lacey. Demonstration Discounted Pass Program begun in 2010 approved for future years. New federal legislation under "MAP-21" eliminates discretionary funding for buses and bus facilities.

Governing Board

The Intercity Transit Authority governs the organization. The board increased to nine members with a state mandated addition of a labor representative in 2010. The other members consist of five elected officials representing the jurisdictions of Thurston County, Lacey, Olympia, Tumwater, and Yelm, plus three citizen representatives appointed by the Transit Authority. Citizen representatives serve three-year terms and elected officials are appointed by their respective jurisdiction. Intercity Transit is the only system in Washington State with citizen members serving on its governing board.

Table of Organization

At the end of December 2012, Intercity Transit's budget included 307.25 full-time equivalent staff positions (see table below for FTE's and Appendix A for organization chart).

Department	Jan 1 2010	Jan 1 2011	Jan 1 2012	Dec 31 2012
<i>Executive</i>	4.5	4.5	4.5	4.5
Human Resources - Assistants & Analysts	4.5	4.5	4.5	4.5
Finance & Administration	5.75	9.75	10.75	11.0
<i>Accounting, Inventory, Clerical, *Information Systems to Maintenance mid '08 back to Finance late-'10</i>	5.75*	5.75* 4.0*	5.75 5.0	6.0 5.0
Operations:	207.0	209.75	215.75	221.0
<i>Operators</i>	169.0	169.0	175.0	179.0
<i>Customer Service and Vanpool</i>	12.0	13.0	13.0	13.0
<i>Dial-A-Lift</i>	11.0	11.0	11.0	11.0
<i>Supervisors and Administrative</i>	15.00	15.0	15.0	15.0
<i>*Village Vans to Operations in '10</i>		1.75	1.75	2.0
Maintenance:	52.0	45.0	47.0	48
<i>Coach/Auto Technicians</i>	21.0	20.0	21.0	22.0
<i>Facilities maintenance</i>	7.0	7.0	7.0	7.0
<i>Other Maintenance</i>	19.0	18.0	19.0	19.0
<i>Information Systems to Finance late '10</i>	---	5.0	---	---
Development:	19.55	16.5	18.5	18.25
<i>Administration/Grants/Sustainability</i>	2.0	2.0	4.0	3.0
<i>Planning</i>	4.0	4.0	4.0	4.0
<i>Procurement/Inventory</i>	6.0	6.0	6.0	6.0
<i>Marketing & Communications</i>	4.8	4.50	4.5	5.25
<i>Village Vans moved to Operations</i>	1.75	---	---	---
Total Employees	293.30	290.00	301.00	307.25

Section 2: Physical Plant

Intercity Transit dispatches all services from its administrative/operations base facility at 526 Pattison Street SE, Olympia. See Appendices for the completed forms for the State's information about Intercity Transit's rolling stock, owned equipment, and facility inventories.

Section 3: Service Characteristics - 2012

During 2012, Intercity Transit provided a variety of transportation services benefiting the citizens of Thurston County (See Appendix for service area district maps):

Fixed Route Service Operation

During 2012, 24 fixed routes as well as ADA paratransit (Dial-A-Lift) service were provided. Days of service on weekdays, generally 5:40 a.m. – 11:55 p.m.; Saturdays, generally 8:15 a.m. – 11:55 p.m.; and Sundays between 8:30 a.m. – 9:00 p.m. No service on three national holidays. Fares: Recovered 10.4% of operating costs for Local service and 18.1% for Express.

Total Boardings: 4,567,554, an increase of 1.38% above 2011.

Services for Persons with Disabilities Operation

“Dial-A-Lift” provides door-to-door service for people with qualified ADA disabilities, which prevents them from using regular bus services. Dial-A-Lift hours of operation reflect all Fixed Route service. No service on three national holidays.

Fares: Recovered about 2.8% of operating costs.

Total Boardings: 143,913, an increase of .08% above 2011.

2012 Fare Structure for Local Fixed Route and Dial-A-Lift Service

Local Fixed Route	Per Ride	Daily Pass	IT Monthly Pass (ORCA currently not accepted on Local service)	Express Service Olympia/Lacey Per Ride
Regular Adult	\$1.00	\$2.00	\$30.00	\$2.50
Youth (6 -17 yrs) [Under 5 ride free]	\$1.00	\$2.00	\$15.00	\$2.50
Reduced*	\$.50	\$1.00	\$15.00	\$1.25
Dial-A-Lift Reduced*	\$1.00	\$2.00	\$30.00 \$15.00*	NA

* Reduced Fare Permit required. Eligibility based on age, disability or possession of a Medicare card.

Vanpool Services Operation

By the end of 2012 there were 213 Intercity Transit commuter vanpools in operation throughout the Puget Sound region. This was an increase from 202 the year before. Over the year, the vanpools carried an average of 1,500 daily riders.

Intercity Transit staff markets the vanpool program to employers and individuals, facilitates group formation and provides defensive driver training. Vanpool groups lease the vehicles on a monthly mileage basis, operate independently and are generally in service weekdays, from 5 a.m. – 6:30 p.m.

Fares: Recovered 89.7% of the operating costs.

Total Boardings: 740,824, an increase of 8.32% above 2011.

Ridematching: Free service. Intercity Transit is a member of Washington State Ridematch network that provides a computerized database of individuals interested in carpooling and vanpooling. Established in 1997, it allows commuters the ability to make contacts throughout the state either through a toll free call, over the internet or with a local transit system.

Village Vans Operation

Service began in 2002 for this grant-funded program. Intercity Transit operates with three vans to help meet work-related transportation challenges for families with low incomes. Of the 185 individuals that participated in the program, there were a total of 5,905 boardings in 2012 (increased 5.8% above 2011). Of the client base, 53% of those were qualified under Temporary Assistance for Needy Families and 47% were low-income receiving some type of state or federal assistance. Vans are driven by eligible job seekers referred by a variety of agencies to participate in the Village Vans Customized Job Skills Training Program. Fifteen drivers found good jobs as did many riders while in the program. This innovative program works with representatives from the Departments of Employment Security, Social and Health Services, South Puget Sound Community College and other local service agencies to support their client needs.

Commute Trip Reduction Program

In 2005, the Thurston region implemented a program transition with a cooperative effort that includes the Thurston Regional Planning Council overseeing program administration and worksite support and Intercity Transit providing outreach and marketing efforts. The partnership continues for the 2011-13 biennium. It makes a commitment to the goals of the CTR law while providing on-going assistance to both local jurisdictions and affected worksites. With the goal of reducing the number of single occupant vehicle trips, vehicle miles traveled, congestion, and greenhouse gases, and providing other options for commuters, the region is now required under Senate Bill 6088 that all state worksites and state colleges - no matter the size - in the urban portions of Lacey, Olympia and Tumwater to participate in CTR. Currently, the regional team supports 212 active worksites of which 204 are affected sites and eight are voluntary.

Land Use Review and Support Program

Intercity Transit is one of a number of local agencies to review land use permitting requests. Staff works with local government staff (Development and Public Works departments), Planning Commissions, as well as public and private developers to maximize the opportunities for public transportation through effective land use planning and urban design. During 2012 staff received 198 submissions, reviewed 38 and commented on 17 applications requesting transit amenities that typically are for a stop, shelter or improved ADA access to an existing stop.

Agency Performance

Intercity Transit actively pursues efforts to improve the internal operations of the agency through improved communications, increased employee involvement and better understanding of the needs and desires of customers and employees. These efforts are aimed at making Intercity Transit a valued employer and enabling employees to effectively serve their customers.

Intercity Transit reviews financial and ridership performance on a monthly basis, and provides updates to the Citizen Advisory Committee and the Intercity Transit Authority as needed. Intercity Transit also distributes a twice-yearly Performance Report to the community highlighting system performance and surveyed customer satisfaction indicators. And a twice yearly "Interchange" newsletter that provides additional transit details and information to stakeholders and the public.

Section 4: Service Connections

In 2012 Intercity Transit provided connections with four other public transit operators, two rural regional service providers, as well as Greyhound and Amtrak service:

Mason County Transit	Service connections from Shelton to the Westfield Mall transfer station and Olympia Transit Center in Olympia.
Grays Harbor Transit	Service between Aberdeen, WA and the Westfield Mall transfer station, Greyhound bus terminal and Olympia Transit Center in Olympia.
Pierce Transit (PT)	IT's Olympia Express service connects with PT's local service in Lakewood (Lakewood Station and S.R. 512 P&R Lot) and Tacoma (connections at the Tacoma Dome Station, Tacoma Mall, and at numerous stops in downtown Tacoma.

Sound Transit (ST)	Olympia Express services connect with ST in Lakewood (Lakewood Station and S.R. 512 P&R Lot), Tacoma Dome Station, and in Downtown Tacoma. From these locations riders can transfer to ST buses that travel to Seattle and Sea-Tac Airport.
	Intercity Transit provides limited connections to Sounder, a regional commuter rail service, at the Tacoma Dome Station.
AMTRAK	Intercity Transit Routes 64 and 94 provide half hour peak and hourly off-peak service 7 days a week to the Olympia-Lacey station location.
Greyhound	Four local Intercity Transit routes provide service within a block of the downtown Olympia Greyhound bus terminal.
Rural Transportation (South Thurston Co - Olympia)	South Thurston County system funded by a WSDOT grant provides regional connections with Intercity Transit routes in a number of locations within the service district.
Park & Ride Lots (P&R)	Fixed routed service available at two lots: Lacey: Martin Way P&R (Local & Express service) Thurston Co: Amtrak rail station (Local)
Educational Facilities	Fixed route service is available to many public and private schools throughout the service district. Of four school districts that exist within Intercity Transit's service district, 43 of the 50 public schools are served by transit routes. A number of these routes also have schedules that coincide with the school's opening and closing hours of operation. Intercity Transit provides service to the Olympia campuses of South Puget Sound Community College and The Evergreen State College. The school's participate in local Commute Trip Reduction incentives and have a transit pass program for students, faculty and staff. Service is also available to Saint Martin's University (Lacey), but not onto the campus. The University has a student pass program for undergraduates.

Section 5: Activities in 2012

Transit use hit an all-time record level with over 4.56 million fixed route boardings and 5.45 million boardings for all services. Significant agency activity during the year dealt with on-going capital facility projects and continued work on environmental sustainable goals. The effort to limit the use of non-renewable resources, reducing waste and pollution, promoting public stewardship and protecting the natural environment as much as possible has been incorporated into training of all Intercity Transit staff on these efforts.

Capital facilities involved the continuing effort to accommodate needed growth with retrofitting of the Olympia Transit Center and the construction of the new 332 stall Hawks Prairie Park & Ride Lot in NE Lacey. Highlights of other agency efforts during the year included:

New Fleet Vehicles: Seven (7) replacement coaches, nine (9) replacement and one (1) expansion Dial-A-Lift vans, one (1) replacement van for Village Vans, and nineteen (19) replacement and eleven (11) expansion commuter vanpool vehicles.

Transit Service: Service levels held steady over the year with the exception of eliminating Saturday Dash service (1,218 hours) between September - December. Initially approved in late 2011 this was the first year that the reduction began in September.

New Shelters and Amenities: Retrofitted 4 additional shelters with interior solar lighting. Accessibility improvements and shelters were added to 31 stops. This included 4 that were completed through private developer improvements.

Service Planning: A fare review was conducted during the last half of 2012. Given the on-going downturn in local sales tax revenues the Transit Authority approved a \$.25 fare increase, from \$1 to \$1.25, for the Local Adult base fare. A similar increase was also applied to Express service. The increase did not go into effect until the February 2013 service change. The Reduced fare categories in Local and Express service remained unchanged.

Ridership: System-wide Total Boardings (Fixed Route, DAL and Vanpool) increased 2.15% over 2011. This general increase in system ridership appears to reflect fluctuating fuel prices at the pump coupled with a local economy that's slowly picking up. Fixed Route increased 1.4%, Vanpool was up 8.3%, and Dial-A-Lift showed only the slightest increase of .08%.

Village Van: Welfare-to-Work transportation program had 5,905 boardings (5.8% increase) and provided transportation to 185 low-income job seekers or workers during 2012. This program operates in partnership with 16 local social and public service agencies, the South Puget Sound Community College, and trains individuals to become skilled employees as well as providing rides to qualified individuals.

Vanpool Program: The 740,824 passenger trips recorded during 2012 is an increase of 8.32% from the previous year's tally. The increase appears to reflect the small and continuing uptick in the regional economy. Vanpool groups again moved back up from the 202 vans on the road in 2011 to 213 by the end of 2012 and operate throughout a five countywide region. With certified and trained volunteer drivers in place, these vanpools carried an average of 1,500 daily riders removing over 1,200 vehicles from our congested roadways each weekday.

Innovative Programs: Intercity Transit continued the growth of its "Smart Moves" youth education program throughout the year reaching an estimated 10,000 students in 23 schools through direct interaction, conducting field trips and special events, and participation in all-school programs like, "Bike and Walk to School Days." Other sponsored school related programs included, "Walk n'Roll," "Build-a-Bike", and "Undriving." The intent of this award winning program is to build the next generation of safe and healthy bikers, walkers and transit riders. We continued to maintain and improve internet social media to broaden the agency's relevance and relationships with customers and community members. We also provided on-line trip planning for fixed route service and participate in regional smart phone application for 'next bus' arrival information. Our Travel Training program also works with individuals to help transition them from DAL service to fixed route or to help with people becoming comfortable with riding a bus.

Section 6: State Proposed Action Strategies 2013 - 2018

The Washington State Department of Transportation (WSDOT) requires transit agencies report how they are accomplishing the state's public transportation objectives as identified in state's Transportation System Policy Goals (RCW 47.04.280). This supersedes WSDOT's "Investment Guidelines" previously requiring listing of accomplishments.

1. PRESERVATION

Preserve and extend prior investments in existing transportation facilities and the services they provide to people and commerce.

2012	2013 - 2018
Continued Effort	Continuing Effort

2012

- Programmed funds continued for facility repairs at the central base as well as maintenance of all transit centers.
- Vehicle replacements included 7 coaches, 9 replacements and 1 expansion Dial-A-Lift vans and 1 replacement van for Village Vans.
- Vanpool program had 19 replacements and 11 expansion vans which increased the fleet to 235 vans.
- Continued efforts on master planning for expanding the current Intercity Transit base of operations.
- Updated master plan for expansion plans of the Olympia Transit Center to for fixed route service and an interstate private carrier (Greyhound).
- Construction completed on 332 stall Hawks Prairie Park & Ride Lot (6.5 acres) in NE Lacey at the Thurston County Waste and Recovery Center.
- Provided back-up buses on overcrowded Express service (Pierce Co to Thurston Co).

2013-2018

- Anticipate award of two WSDOT Regional Mobility Grants to enhancements express service along the I-5 corridor between Thurston and Pierce Counties. Includes weekday service added between Tumwater - Lakewood and extension of existing ST 592 (DuPont/Seattle) to Olympia.
- Depending on how much local economic recovery might occur it appears that basic service levels could remain the same over the next 3 - 5 years.
- Update fixed route Short (6 yr) and Long Range (20 yr) Service Plan.
- Intercity Transit will continue to provide performance measurement reports that provide summaries to the public, twice a year, providing attributes, costs and utilization of the existing system services.
- Continue to replace aging fleet vehicles but the expected loss of federal discretionary grants will have a major impact on agency finances.
- Continue work on capital facility projects but expansion/remodeling of Operations Base in Olympia is on hold due to change in federal assistance. Continue effort to expand the downtown Olympia Transit Center as a transportation hub, including accommodating Greyhound service.

2. SAFETY

Target construction projects, enforcement, and education to save lives, reduce injuries, and protect property.

2012	2013 - 2018
Made Progress	Continuing Effort

2012

- Safety is the system’s #1 priority. A Safety Committee meets monthly and, if necessary, confers on major events. Reviews monthly safety report, maintains ongoing safety records, and makes recommendations to General Manager on issues involving employee and customer safety.
- Regular and on-going training of Operations and Maintenance staff as well as other agency support staff, remains a vital component of the organization.
- Participates in local and regional efforts to increase and improve security components within the service district and improve coordination between agencies, especially with local emergency services.
- On-bus security camera upgrades to capture image and audio continue. Cameras dramatically improved the ability to document safety concerns and to provide additional evidence in the case of on-bus incidents and vehicle accidents. Cameras also added to park & ride lots.
- Continued participation in the regional coordination of the *Puget Sound Transportation Recovery Plan* for major disruptions to vital transportation facilities and links at both the local and regional level.

2013 - 2018

- Agency will continue to develop programs for agency staff. In-house safety programs and committees meet on a regular basis to review existing conditions with an eye toward making improvements.
- Continue to work with and make improvements as needed with other public agencies regarding safety on both the local and regional level.
- Provide training to ensure understanding and integration of National Incident Management System, the Emergency Preparedness and Security Plan and the continuity of an Operations Plan. Continue to acquire and implement modifications to facilities and vehicles to increase safety and security for customers and employees.

3. STEWARDSHIP

Continuously improve the quality, effectiveness, and efficiency of the transportation system.

2012	2013 - 2018
Continued Effort	Continuing Effort

2012

- Intercity Transit continues to be involved with working with local jurisdictions and employers to promote the use of alternative transportation modes as well as Transportation Demand Management and Commute Trip Reduction efforts.
- Active in local and regional partnerships that regularly review, plan,

2013 - 2018

<ul style="list-style-type: none"> coordinate and implement improvements to the local transportation network of roads, technology and services. • Transit staff regularly attend community business association meetings to update and provide leadership in efforts to support and improve local and regional transportation network. • Actively participate in a coordination network of human service organizations to improve mobility for those challenged by income, age and/or disabilities. • Actively participating in efforts in developing a regional Sustainability Plan (TRPC lead) that includes housing and transportation choices.
<ul style="list-style-type: none"> • Staff will continue to work with and participate in community based efforts to improve transportation efficiency in both the technical and service fields. • Staff will actively participate in continuing partnerships that address transportation issues locally and regionally, including but not limited to updates of local Comprehensive Plans, Joint Base Lewis McChord/I-5 impacts, Community Challenge Projects (Lacey, Tumwater, Olympia) and Regional Transportation Plan updates.

4. MOBILITY

Facilitate movement of people and goods to contribute to a strong economy and a better quality of life for citizens.

2012	2013 - 2018
Made Progress	Continuing Effort

2012

<ul style="list-style-type: none"> • Intercity Transit staff continues to participate in local and state planning efforts to develop and improve alternatives to single occupant vehicles. Staff also takes an active role with regional long range transportation planning activities dealing with congestion and environmental impacts. • Intercity Transit and Thurston Regional Planning Council cooperatively participate in local CTR efforts including promotional marketing efforts with employers around Thurston County. We continued to provide significant education and outreach program efforts to public schools (over 10,000 students). And staff coordinates annual county-wide bicycle commuting contest. • Staff regularly participates in local jurisdictional land use reviews, development of community design components (land and roads) and comments on transportation/transit integration and ADA accessibility. • Provided service integration with four other public transit providers, one rural regional service provider, as well as interstate bus and passenger rail service. • Continued to provide regional integration of transportation services for fixed route and Dial-A-Lift (paratransit) services to providing a commuter Vanpool program and Village Van program for qualified low-income recipients. • Continued fare integration partnerships with public agency employers and colleges that support employees and students use of transit. This included on-going work with WSDOT on state employee's transit 'STAR
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2013 - 2018

<p>Pass' program. The pass is available to all State employees working in Thurston County. Locally, student pass programs with the South Puget Sound Community College, Evergreen State College and St Martin's University continued. Pass agreements with Thurston County and the Thurston Regional Planning Council for their employees also continued and a new agreement with the City of Olympia employees was begun.</p> <ul style="list-style-type: none"> • Intercity Transit staff regularly participates in local and regional meetings and with local, regional, state and tribal staff. Over the past year, staff continued participation in a regional effort, now funded with federal CMAQ funds, to make improvements in local traffic control technologies that will incorporate a 'transit signal priority' system. • Completed construction of a new 330 stall park & ride lot, funded with a WSDOT Regional Mobility Grant that utilized land-fill acreage at Thurston County's Waste and Recovery Center.
<ul style="list-style-type: none"> • Intercity Transit staff will continue to work proactively on a range of transportation planning activities on the local and state level. • Additional community based and target marketing efforts will continue. • The agency will continue to work with the other regional transportation providers to improve service connections between providers. It is anticipated that Twin Transit (in Lewis County) will begin cross-county weekday express service to state office campuses in Tumwater/Olympia with connections to Intercity Transit service. • Staff will continue to work with local jurisdictions in partnership to improve public transportation accessibility between residential and commercial areas as well as on-going partnerships for road and safety improvements. • Staff will also continue to work with local jurisdictions, state, and tribal organizations in partnership to improve public transportation in the region for services along state roads and federal interstate. • Intercity Transit will continue to integrate improvements in information technology and transportation services. This includes web-based information, fare payment systems, mobile phone applications, on-street displays and other information materials that encourage and promote transportation alternatives.

5. ENVIRONMENTAL QUALITY AND HEALTH

Bring benefits to the environment and our citizens' health by improving the existing transportation infrastructure.

<p>2012</p>	<p>2013 - 2018</p>
<p>Made Progress</p>	<p>Continuing Effort</p>

2012

<ul style="list-style-type: none"> • Intercity Transit continues to utilize biodiesel fuel to of a 5 - 20% blend throughout the fleet. All buses run on ultra-low sulfur diesel. The agency meets all on-site water quality standards including recycling antifreeze, engine oil, office paper, cardboard and printer inks. • In-house Sustainability Committee continued to review and analyze existing conditions, made recommendations for improving the agency's sustainability efforts, and started to develop and provided in-house

2013 - 2018

- training of all agency staff.
- Intercity Transit is the first transit system in the country to be awarded 'Gold Level' APTA Sustainability Commitment status for Environmental & Sustainability Policies. This implemented a system for ISO 14001-2004 standards. Staff was hired and has started to develop and coordinate in-house efforts for training, monitoring and improving agency-wide sustainability efforts.
- Established/branded agency's sustainability program, "Moving Green."
- Replacement of smaller staff vehicles with all electric vehicles begun.
- Intercity Transit will continue to utilize biodiesel and ultra-low sulfur diesel. Higher blends of biodiesel maybe possible depending on cost.
- Agency core staff will continue training in 2013 in *Environmental and Sustainability Management Systems* to become certified in international standards that allow an organization to "analyze, control and reduce the environmental impact of its activities, products and services and operate with greater efficiency and control."
- Fixed route bus replacements will continue to be hybrid vehicles but newer cleaner diesel engine technology may become an option.
- Continue growth of the "Smart Moves" youth education program involving students, parents, teachers and community members to help students confidently and safely bicycle, walk, and ride transit. Support healthy choices year-round of biking, walking and transit use, including hosting the annual Thurston County Bicycle Commuter Contest and increasing our outreach efforts at employment sites effected by state and local Commute Trip Reduction requirements.

Section 7: Summary of Proposed Changes 2013 - 2018

In addition to the efforts Intercity Transit will engage in to meet Washington State's *Transportation System Policy Goals*, the following table provides a summary of proposed changes for service, facilities and equipment over the next six years:

<u>2013</u>	<u>Preservation/Maintain</u>	<u>Expansion</u>
Services	No Change	Fixed Route: 2,462 hours (Express) WSDOT grant funded
Facilities	Bus stop improvements Facility improvements	Hawks Prairie P&R (Lacey) Lacey Transit Cnt Cameras
Equipment	DAL: 9 Vanpools: 44	Vanpools: 11
<u>2014</u>	<u>Preservation/Maintain</u>	<u>Expansion</u>
Services	No Change	Fixed Route: 9,657 hours (Express) WSDOT grant funded
Facilities	Bus Stop improvements Facility improvements	Tumwater P&R Preliminary OTC/Greyhound
Equipment	Buses: 7 Vanpools: 38 Village Vans: 2	Buses: 3 Vanpools: 11

<u>2015</u>	<u>Preservation/Maintain</u>	<u>Expansion</u>
Services	No Change	No Change
Facilities	Bus Stop Improvements Facility improvements	Tumwater P&R Yelm P&R
Equipment	DAL: 5 Vanpools: 38	DAL: 2 Vanpools: 11
<u>2016</u>	<u>Preservation/Maintain</u>	<u>Expansion</u>
Services	No Change	No Change
Facilities	Bus Stop Improvements	Tumwater P&R
Equipment	DAL: 2 Vanpools: 38	DAL: 2 Vanpools: 11
<u>2017</u>	<u>Preservation/Maintain</u>	<u>Expansion</u>
Services	No Change	No Change
Facilities	Bus Stop Improvements	No Change
Equipment	Vanpools: 38	DAL: 1 Vanpools: 11
<u>2018</u>	<u>Preservation/Maintain</u>	<u>Expansion</u>
Services	No Change	No Change
Facilities	Bus Stop Improvements Facility Improvements	No Change
Equipment	Buses: 4 DAL: 18 Vanpools: 37	DAL: 1 Vanpools: 11

Section 8: Capital Improvement Program 2012 - 2018

VEHICLE PROJECTIONS

	2012	2013	2014	2015	2016	2017	2018
Total Revenue Vehicles at Y/E	341	352	366	379	390	402	413
Fixed Route Coaches							
Beg. Yr. # of Vehicles in Fleet	68	68	68	71	71	71	71
Replacement Vehicles	7		7				4
Expansion Vehicles				3			
From Contingency Fleet							
End of Yr. Fleet Size	68	68	71	71	71	71	71
Total Actual Coach Purchases	7	0	10	0	0	0	4
Major Vehicle Components							
2012	2013	2014	2015	2016	2017	2018	
Replacement Batteries						6	0
Dial-A-Lift Vans							
Beg. Yr. # of Vehicles in Fleet	34	35	35	35	37	37	38
Replacement Vehicles	9	9		5	2		18
Expansion Vehicles	1			2		1	
End of Yr. Fleet Size	35	35	35	37	37	38	38
Total Actual DAL Van Purchases	10	9	0	7	2	1	18
Vanpools							
Beg. Yr. # of Vehicles in Fleet	224	235	246	257	268	279	290
Replacement Vehicles	19	44	38	38	38	38	37
Expansion Vehicles	11	11	11	11	11	11	11
End of Yr. Fleet Size	235	246	257	268	279	290	301
Total Actual Vanpool Purchases	30	55	49	49	49	49	48
Village Vans							
Beg. Yr. # of Vehicles in Fleet	3	3	3	3	3	3	3
Replacement Vehicles	1		2				0
Expansion Vehicles							
End of Yr. Fleet Size	3	3	3	3	3	3	3
Total Actual V/V Van Purchases	1	0	2	0	0	0	0
Total Vehicles Purchased by Year							
2012	2013	2014	2015	2016	2017	2018	
48	64	61	56	51	50	70	

Vehicle Expenses

Coaches	2012	2013	2014	2015	2016	2017	2018
Coach Unit Cost	700,000	700,000	721,000	742,630	764,909	787,856	811,492
Vehicle Cost Inflation Rate	3.5%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Total Units Purchased	7	0	10	0	0	0	4
Total Expense	4,900,000	0	7,210,000	0	0	0	3,245,967

Major Vehicle Components	2012	2013	2014	2015	2016	2017	2018
Battery Unit Cost						200,000	200,000
Total Units Purchased						6	0
Total Expense	0	0	0	0	0	1,200,000	0

Dial-A-Lift Vans	2012	2013	2014	2015	2016	2017	2018
DAL Van Unit Cost	\$114,729	\$130,810	\$140,655	\$145,578	\$150,673	\$155,947	\$161,405
Vehicle Cost Inflation Rate	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Total Units Purchased	10	9	0	7	2	1	18
Total Expense	1,147,287	1,177,290	0	1,019,045	301,346	155,947	2,905,287

Vanpools	2012	2013	2014	2015	2016	2017	2018
Vanpool Van Unit Cost	\$26,000	\$26,910	\$27,852	\$28,827	\$29,836	\$30,880	\$31,961
Total Units Purchased	30	55	49	49	49	49	48
Total Expense	780,000	1,480,050	1,364,741	1,412,507	1,461,944	1,513,112	1,534,111

Village Vans	2012	2013	2014	2015	2016	2017	2018
Village Vans	\$50,000	\$26,708	\$27,642	\$28,610	\$29,611	\$30,647	\$31,720
Total Units Purchased	1	0	2	0	0	0	0
Total Expense	50,000	0	55,285	0	0	0	0

Total Expenses

Expenses	2012	2013	2014	2015	2016	2017	2018
Coaches	4,900,000	0	7,210,000	0	0	0	3,245,967
Major Vehicle Components	0	0	0	0	0	1,200,000	0
Dial-A-Lift Vans	1,177,650	1,177,290	0	1,019,045	301,346	155,947	2,905,287
Vanpools	780,000	1,480,050	1,364,741	1,412,507	1,461,944	1,513,112	1,534,111
Village Vans	50,000	0	55,285	0	0	0	0
Total Expenses for Vehicles	6,907,650	2,657,340	8,630,025	2,431,552	1,763,291	2,869,059	7,685,365

Staff Vehicles

Total Staff Vehicles at Y/E	14	14	14	14	14	15	15	15
VM Service Trucks								
Beg. Yr. # of Vehicles in Fleet	2	2	2	2	2	2	2	2
Replacement Vehicles								
Expansion Vehicles								
End of Yr. Fleet Size	2	2	2	2	2	2	2	2
Total Actual VM Service Truck Purchases	0	0	0	0	0	0	1	1
Ops Service Trucks - 5 Year Cycle								
Beg. Yr. # of Vehicles in Fleet	3	3	3	3	3	3	3	3
Replacement Vehicles								
Expansion Vehicles		1						
End of Yr. Fleet Size	3	3	3	3	3	3	3	3
Total Actual Ops Service Van Purchases	0	1	0	0	0	0	2	1
General Staff Vans								
Beg. Yr. # of Vehicles in Fleet	1	1	1	1	1	1	1	1
Replacement Vehicles								
Expansion Vehicles								
End of Yr. Fleet Size	1	1	1	1	1	1	1	1
Total Actual Staff Van Purchases	0							
General Staff Car								
Beg. Yr. # of Vehicles in Fleet	2	2	2	2	2	2	2	2
Replacement Vehicles								
Expansion Vehicles	1							
End of Yr. Fleet Size	2	2	2	2	2	2	2	2
Total Actual Staff Car Purchases	1	0						
General Staff Car - Electric								
Beg. Yr. # of Vehicles in Fleet	0	1	1	1	2	2	2	2
Replacement Vehicles	1							
Expansion Vehicles				1				
End of Yr. Fleet Size	1	1	1	2	2	2	2	2
Total Actual Staff Car Purchases	1	0	1	1	0	0	0	0
General Staff Station Wagon								
Beg. Yr. # of Vehicles in Fleet	1	1	1	1	1	1	1	1
Replacement Vehicles								
Expansion Vehicles								
End of Yr. Fleet Size	1	1	1	1	1	1	1	1
Total Actual Staff Station Wagon Purchases	0	0	0	1	0	0	0	0

Facility Truck	2012	2013	2014	2015	2016	2017	2018
Beg. Yr. # of Vehicles in Fleet	5	5	5	5	5	6	6
Replacement Vehicles				1			3
Expansion Vehicles					1		
End of Yr. Fleet Size	5	5	5	5	6	6	6
Total Actual Facility Truck Purchases	0	0	0	1	1	0	3

Facility Maintenance Trailers	2012	2013	2014	2015	2016	2017	2018
Beg. Yr. # of Vehicles in Fleet	0	0	0	1	1	1	1
Replacement Vehicles			1				
Expansion Vehicles							
End of Yr. Fleet Size	0	0	1	1	1	1	1
Total Actual Facility Truck Purchases	0	0	1	0	0	0	0

Total Staff Vehicles Purchased by Year	2012	2013	2014	2015	2016	2017	2018
	2	1	2	1	1	3	5

Vehicle Expenses and Revenues

VM Service Trucks	2012	2013	2014	2015	2016	2017	2018
VM Service Truck Unit Cost	\$54,900	\$56,800	\$58,800	\$60,900	\$63,000	\$65,200	\$67,500
Vehicle Cost Inflation Rate	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Total Units Purchased	0	0	0	0	0	1	1
Total Expense	\$0	\$0	\$0	\$0	\$0	\$65,200	\$67,500

Ops Service Trucks	2012	2013	2014	2015	2016	2017	2018
Op Service Van Unit Cost	\$32,800	\$35,000	\$36,200	\$37,500	\$38,800	\$40,200	\$41,600
Vehicle Cost Inflation Rate	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Total Units Purchased	0	1	0	0	0	2	1
Total Expense	\$0	\$35,000	\$0	\$0	\$0	\$80,400	\$41,600

General Staff Vans	2012	2013	2014	2015	2016	2017	2018
General Staff Van Unit Cost	\$27,600	\$28,600	\$29,600	\$30,600	\$31,700	\$32,800	\$33,900
Vehicle Cost Inflation Rate	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Total Units Purchased	0	0	0	0	0	0	0
Total Expense	\$0						

General Staff Car	2012	2013	2014	2015	2016	2017	2018
General Staff Car Unit Cost	\$29,000	\$30,000	\$31,100	\$32,200	\$33,300	\$34,500	\$35,700
Vehicle Cost Inflation Rate	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Total Units Purchased	1	0	0	0	0	0	0
Total Expense	\$29,000	\$0	\$0	\$0	\$0	\$0	\$0

General Staff Car - Electric	2012	2013	2014	2015	2016	2017	2018
General Staff Car Unit Cost	\$40,000	\$41,400	\$42,800	\$44,300	\$45,800	\$47,400	\$49,100
Vehicle Cost Inflation Rate	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Total Units Purchased	1	0	1	0	0	0	0
Total Expense	\$40,000	\$0	\$42,800	\$0	\$0	\$0	\$0

General Staff Station Wagon	2012	2013	2014	2015	2016	2017	2018
General Staff Station Wagon Unit Cost	\$23,700	\$24,500	\$25,400	\$26,300	\$27,200	\$28,200	\$29,200
Vehicle Cost Inflation Rate	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Total Units Purchased	0	0	1	0	0	0	0
Total Expense	\$0	\$0	\$25,400	\$0	\$0	\$0	\$0

Facility Truck	2012	2013	2014	2015	2016	2017	2018
Facility Truck Unit Cost	\$54,900	\$56,800	\$58,800	\$68,900	\$63,300	\$65,500	\$67,800
Vehicle Cost Inflation Rate	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Total Units Purchased	0	0	0	1	1	0	3
Total Expense	\$0	\$0	\$0	\$68,900	\$63,300	\$0	\$203,400

Facility Trailers	2012	2013	2014	2015	2016	2017	2018
Facility Trailer Unit Cost	\$14,200	\$14,700	\$10,000	\$10,400	\$10,800	\$11,200	\$11,600
Vehicle Cost Inflation Rate	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Total Units Purchased	0	0	0	0	0	0	0
Total Expense	\$0						

Total Expenses/Revenues

Expenses	2012	2013	2014	2015	2016	2017	2018
VM Service Trucks	0	0	0	0	0	65,200	67,500
Ops Service Vans	0	35,000	0	0	0	80,400	41,600
General Staff Vans	0	0	0	0	0	0	0
General Staff Car	29,000	0	0	0	0	0	0
General Staff Car - Electric	40,000	0	42,800	0	0	0	0
General Staff Station Wagon	0	0	25,400	0	0	0	0
Facility Truck	0	0	0	68,900	63,300	0	203,400
Facility maintenance Trailers							
Total Expenses for Staff Vehicles	\$69,000	\$35,000	\$68,200	\$68,900	\$63,300	\$145,600	\$312,500

OTHER CAPITAL AND FACILITIES-AMENDED

<i>MIS & Communication Equipment</i>	2012	2013	2014	2015	2016	2017	2018
Computer Room remodel			400,000				
Data Deduplication System (Single Sys/5 Yr)	20,000				60,000		
Laptops - Tough Book Type (7/4YR)					10,000		
Personal Computers	85,000	70,000	70,000	70,000	70,000	70,000	70,000
Phone System Replacement				200,000			
Plotter (1/5 Yr)					15,000		
Projector Equipment OTC conference room			20,000				
Projectors-Normal replacements					5,500		
Radio Equipment (IP Based Centracs)				50,000			
Security Cameras (Lene) for Buildings			100,000				
Servers - High Performance (8 @ 5 yr)					70,000		
Servers - Standard (10 @ 5 yr cycle)	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Storage Area Network (SAN) (1/5YR)		89,000				150,000	
Tremble Unit		7,000					

Network Hardware

Ethernet Switches (14/7 YR)	20,000		10,000				
Fiber Optics/High Speed Links	70,000	95,000	90,000	90,000			150,000
Firewalls (7 Yr)			36,000				
Network Wiring (10 year cycle)	80,000	80,000					
OTC new building network equipment			60,000				
Wireless access point replacement						5,000	
Replace Digital Video Recorder	80,000	80,000					
Telephone Room Air Conditioner	10,000	10,000					
OTC Point of Sale System		35,000					

Software

ACS Orbital/Radio System Replacement		86,960					
Analytical Software Used by Development							
Adobe Software Upgrades				10,000			
Antivirus Software Upgrades							6,000
Backup Software	5,000						50,000
FleetNet Additional Moduls			15,000				15,000
FleetWatch							
Microsoft Server Software Upgrades/Repl.					130,000		
Office Upgrades (130/5yrs)					135,000		
POS system updates: VP 2014 & OTC 2018			60,000				60,000
Routermatch Replacement							
SharePoint Maintenance/Upgrades					60,000		
TMS Replacement							100,000
VMWare Software (8 Units/5 Yrs)					25,000		
Windows OS replacement (Systems)					35,000		
Total	\$400,000	\$584,973	\$893,014	\$452,015	\$567,516	\$537,017	\$333,018

Facilities	2012	2013	2014	2015	2016	2017	2018
Amtrak Floor Tile Replacement				30,000			
Upgrade Maintenance Boiler		150,000					
Amtrak Airconditioner	20,000						
Air Compressors (2)		75,000					
Catwalk Around Heat Recovery Units		100,000					
Reverse Osmosis		25,000					
Lighting Upgrade - Main Fac		200,000					
Replace Gasoline Pump			15,000				
Glass Block and Soffit Replacement - Both							
Pattison Facilities				400,000			
Replace Roof - Pattison, Both Facilities				412,000			
Replace OTC Roof					210,000		
Pattison Carpet Replacement					50,000		
Pattison Mezanine Replacement					14,000		
Amtrak Seal Coat - South Lot					14,000		
Amtrak Seal Coat - North Lot							
Amtrak HVAC Replacement		30,000					
OTC Tile Replacement			8,000				
OTC HVAC Replacement			25,000				
OTC Interior Painting						9,000	
Martin Way P&R Seal Coat (7 yrs)				30,000			
Exterior Painting All Facilities (7 yrs)					275,000		
Interior Painting Pattison (10 yrs)					250,000		
Pattison HVAC Engineering							9,000
Pattison HVAC #9-9a Replacement							12,000
OTC HVAC # 16- 16a Replacement							12,000
LTC Interior Painting (10 yrs)			3,000				
LTC Roof Replacement							
Pattison ECO Lift (5 Bays) Replacement							
Pattison Tire Bay Mezz w/stairs					200,000		
Pattison Jib Crane (Taller / battery packs)					200,000		
Pattison Additional Fall Protection in bays						75,000	
Pattison Fill Pits/add 2 Eco Lifts						450,000	
Pattison Bus Air Shears / Blowers							100,000
Pattison Office Window Replacement				100,000			
Pattison Lube Room Renovation			600,000				
Pattison UST Tank Replacement			3,400,000				
Pattison Facility Phase One Upgrades			1,000,000	1,500,000			
Pattison Landscaping (drought tolerant)					30,000		
LTC Landscaping (drought tolerant)					25,000		
Amtrak Landscaping (drought tolerant)					25,000		
Pattison Maint Office Renovation					400,000		
Pattison Fencing/security/gate openers						150,000	
Amtrak Gate Opener						25,000	
Pattison Fire/Security Alarm Replacement					100,000		
Total	\$20,000	\$580,000	\$5,051,000	\$2,484,000	\$1,793,000	\$709,000	\$133,000

<i>Intelligent Transportation Systems Projects</i>	2012	2013	2014	2015	2016	2017	2018
<i>Expansion</i>							
<i>Signal Priority Project</i>						150,000	
<i>Replacement</i>							
<i>Advanced Communications Systems</i>					1,050,000		
<i>Fare boxes/Smartcards</i>							
Total	\$0	\$0	\$0	\$0	\$1,050,000	\$150,000	\$0

<i>Shop Equipment</i>	2012	2013	2014	2015	2016	2017	2018
<i>Automated Fueling System Replacement</i>		50,000					
<i>Floor Scrubber</i>		10,000					
<i>Upgrade Forklift</i>		15,000					
<i>Hotsy Parts Washer</i>					15,000		
<i>Tire Machine</i>				20,000			
<i>Bead Blaster</i>					10,000		
<i>Articulated Boom Lift</i>				55,000			
Total	\$0	\$75,000	\$0	\$75,000	\$25,000	\$0	\$0

<i>FACILITIES & LAND</i>	2012	2013	2014	2015	2016	2017	2018
<i>Bus Stop Improvements Facilities</i>			100,000	100,000	100,000	100,000	100,000
<i>Bus Stop Improvements</i>	300,000		185,000				
<i>Bus Stops - Solar Lighting</i>		35,000					
<i>LTC Security Cameras</i>	25,000	70,000					
<i>Marlin Way Security Cameras</i>		24,000					
<i>Pattison Street Phase I</i>	300,000						
<i>Pattison Street Phase II</i>							
<i>Pattison Street Phase III</i>							
<i>OTC Expansion</i>	4,341,700	7,655,182					
Total	\$4,966,700	\$7,784,182	\$285,000	\$100,000	\$100,000	\$100,000	\$100,000

<i>TRANSIT CENTERS & PARK and RIDES</i>	2012	2013	2014	2015	2016	2017	2018
<i>Turnwater Park and Ride</i>					500,000	3,000,000	
<i>Hawkes Prairie Park and Ride</i>	4,321,115	396,200					
<i>Yelm Park and Ride</i>					1,500,000		
Total	\$4,321,115	\$396,200	\$0	\$0	\$2,000,000	\$3,000,000	\$0

TOTAL OTHER CAPITAL COSTS	\$9,707,815	\$9,420,355	\$6,229,014	\$3,111,015	\$5,535,516	\$4,496,017	\$566,018
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Section 9: Operating Revenues 2012 - 2018

WSDOT Report - 2012	General Fund	Working Capital	Total
Beginning Balance January 1, 2012	\$12,764,721	\$7,619,520	\$20,384,241
Revenues			
Sales Tax	28,175,394		28,175,394
Motor Vehicle Excise Tax			-
Farebox	4,461,608		4,461,608
Sales Tax Equalization			
Federal Operating Grants	4,293,471		4,293,471
State Operating Grants	258,400		258,400
Other	672,142		672,142
Contribution To Accounts	(818,685)	818,685	-
Total Available	49,807,051	8,438,205	58,245,256
Operating Expenses			
Vanpool/Rideshare P&M	1,829,778		1,829,778
Vanpool/Rideshare System Expansion			
Fixed Route P&M	21,211,313		21,211,313
Fixed Route System Expansion			
Commuter Bus P&M	1,914,507		1,914,507
Commuter Bus System Expansion			
Paratransit ADA P&M	7,124,657		7,124,657
Paratransit ADA System Expansion			
Rideshare/CTR P&M			
Amtrak Station P&M	52,200		52,200
Annual Depreciation	5,103,585		5,103,585
Contribution To Accounts			
Total Expenses	37,236,040	-	37,236,040
Add Back Depreciation	5,103,585		5,103,585
Net Cash Available	17,674,596		26,112,801
Capital			
Capital Revenue			
Federal Capital Grant - Sec 5307	3,792,568		3,792,568
Federal Capital Grant - Sec 5309			
State Capital Grants	3,689,511		3,689,511
Total Capital Revenue	7,482,079	-	7,482,079
Capital Expenses			
System P&M			
Equipment & Furnishings	230,202		230,202
Replace Coaches -	4,664,282		4,664,282
Replace Shuttle Vans/Small Coaches			
Replace DAL Vans -	4,256		4,256
Replace Vanpool Vans -	710,576		710,576
Replace Staff Vehicles	290,100		290,100
System Expansion			
Coach -			
Shuttle Van - Small Coach			
DAL Van			
Vanpool Van			
Facilities	4,298,847		4,298,847
Total Capital Expenses	10,198,263		10,198,263
Ending Balance December 31, 2012	\$14,958,412	\$8,438,205	23,396,617

WSDOT Report - 2013	General Fund	Working Capital	Total
Beginning Balance January 1, 2013	\$14,958,412	\$8,438,205	\$23,396,617
Revenues			
Sales Tax	28,952,878		28,952,878
Motor Vehicle Excise Tax			-
Farebox	4,836,214		4,836,214
Sales Tax Equalization			
Federal Operating Grants	3,888,334		3,888,334
State Operating Grants	471,700		471,700
Other	708,806		708,806
Contribution To Accounts	(64,529)	64,529	-
Total Available	53,751,815	8,502,734	62,254,549
Operating Expenses			
Vanpool/Rideshare P&M	1,939,717		1,939,717
Vanpool/Rideshare System Expansion	90,795		90,795
Fixed Route P&M	23,538,282		23,538,282
Fixed Route System Expansion			-
Commuter Bus P&M	2,124,536		
Commuter Bus System Expansion			
Paratransit ADA P&M	7,906,261		7,906,261
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	57,927		57,927
Annual Depreciation	5,256,693		5,256,693
Contribution To Accounts			-
Total Expenses	40,914,211	-	40,914,211
Add Back Depreciation	5,256,693		5,256,693
Net Cash Available	18,094,297		18,094,297
Capital			
Capital Revenue			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	5,392,060		5,392,060
State Capital Grants	1,536,808		1,536,808
Total Capital Revenue	6,928,868	-	6,928,868
Capital Expenses			
System P&M			
Equipment & Furnishings	1,763,160		1,763,160
Replace Coaches -			-
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	1,177,290		1,177,290
Replace Vanpool Vans -	1,184,040		1,184,040
Replace Staff Vehicles	35,000		35,000
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	296,010		296,010
Facilities	7,655,182		7,655,182
Total Capital Expenses	12,110,682		12,110,682
Ending Balance December 31, 2013	\$12,912,483	\$8,502,734	\$21,415,217

WSDOT Report - 2014	General Fund	Working Capital	Total
Beginning Balance January 1, 2014	\$12,912,483	\$8,502,734	\$21,415,217
Revenues			
Sales Tax	29,531,935		29,531,935
Motor Vehicle Excise Tax			-
Farebox	5,149,406		5,149,406
Sales Tax Equalization			
Federal Operating Grants	5,776,114		5,776,114
State Operating Grants	521,700		521,700
Other	886,336		886,336
Contribution To Accounts	(765,152)	765,152	-
Total Available	54,012,822	9,267,886	63,280,708
Operating Expenses			
Vanpool/Rideshare P&M	2,105,658		2,105,658
Vanpool/Rideshare System Expansion	94,155		94,155
Fixed Route P&M	24,409,638		24,409,638
Fixed Route System Expansion			-
Commuter Bus P&M	2,203,162		
Commuter Bus System Expansion			
Paratransit ADA P&M	8,198,860		8,198,860
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	60,070		60,070
Annual Depreciation	5,414,393		5,414,393
Contribution To Accounts			-
Total Expenses	42,485,937	-	42,485,937
Add Back Depreciation	5,414,393		5,414,393
Net Cash Available	16,941,279		16,941,279
Capital			
Capital Revenue			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	5,478,632		5,478,632
State Capital Grants	295,096		295,096
Total Capital Revenue	5,773,728	-	5,773,728
Capital Expenses			
System P&M			
Equipment & Furnishings	942,000		942,000
Replace Coaches -	7,210,000		7,210,000
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	55,285		55,285
Replace Vanpool Vans -	1,058,371		1,058,371
Replace Staff Vehicles	68,200		68,200
Facilities	5,285,000		
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	306,370		306,370
Facilities			-
Total Capital Expenses	14,925,226		14,925,226
Ending Balance December 31, 2014	\$7,789,781	\$9,267,886	\$17,057,667

WSDOT Report - 2015	General Fund	Working Capital	Total
Beginning Balance January 1, 2015	\$7,789,781	\$9,267,886	\$17,057,667
Revenues			
Sales Tax	30,417,893		30,417,893
Motor Vehicle Excise Tax			-
Farebox	5,344,271		5,344,271
Sales Tax Equalization			
Federal Operating Grants	5,776,114		5,776,114
State Operating Grants	521,700		521,700
Other	780,672		780,672
Contribution To Accounts	(409,837)	409,837	-
Total Available	50,220,594	9,677,723	59,898,317
Operating Expenses			
Vanpool/Rideshare P&M	2,291,273		2,291,273
Vanpool/Rideshare System Expansion	98,070		98,070
Fixed Route P&M	25,424,487		25,424,487
Fixed Route System Expansion			-
Commuter Bus P&M	2,294,760		
Commuter Bus System Expansion			
Paratransit ADA P&M	8,539,733		8,539,733
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	62,568		62,568
Annual Depreciation	5,576,825		5,576,825
Contribution To Accounts			-
Total Expenses	44,287,716	-	44,287,716
Add Back Depreciation	5,576,825		5,576,825
Net Cash Available	11,509,703		11,509,703
Capital			
Capital Revenue			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	604,668		604,668
State Capital Grants	303,675		303,675
Total Capital Revenue	908,343	-	908,343
Capital Expenses			
System P&M			
Equipment & Furnishings	525,000		525,000
Replace Coaches -			-
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	1,019,045		1,019,045
Replace Vanpool Vans -	1,095,414		1,095,414
Replace Staff Vehicles	68,900		68,900
Facilities	2,584,000		
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	317,093		317,093
Facilities			-
Total Capital Expenses	5,609,452		5,609,452
Ending Balance December 31, 2015	\$6,808,594	\$9,677,723	\$16,486,317

WSDOT Report - 2016	General Fund	Working Capital	Total
Beginning Balance January 1, 2016	\$6,808,594	\$9,677,723	\$16,486,317
Revenues			
Sales Tax	31,330,430		31,330,430
Motor Vehicle Excise Tax			-
Farebox	5,543,094		5,543,094
Sales Tax Equalization			
Federal Operating Grants	4,997,563		4,997,563
State Operating Grants	351,700		351,700
Other	783,626		783,626
Contribution To Accounts	(263,317)	263,317	-
Total Available	49,551,690	9,941,040	59,492,730
Operating Expenses			
Vanpool/Rideshare P&M	2,448,151		2,448,151
Vanpool/Rideshare System Expansion	100,484		100,484
Fixed Route P&M	26,050,256		26,050,256
Fixed Route System Expansion			-
Commuter Bus P&M	2,351,241		
Commuter Bus System Expansion			
Paratransit ADA P&M	8,749,921		8,749,921
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	64,108		64,108
Annual Depreciation	5,744,130		5,744,130
Contribution To Accounts			-
Total Expenses	45,508,291	-	45,508,291
Add Back Depreciation	5,744,130		5,744,130
Net Cash Available	9,787,529		9,787,529
Capital			
Capital Revenue			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	625,832		625,832
State Capital Grants	1,912,553		1,912,553
Total Capital Revenue	2,538,385	-	2,538,385
Capital Expenses			
System P&M			
Equipment & Furnishings	1,740,500		1,740,500
Replace Coaches -			-
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	301,346		301,346
Replace Vanpool Vans -	1,133,752		1,133,752
Replace Staff Vehicles	63,300		63,300
Facilities	1,793,000		
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	328,192		328,192
Facilities	2,000,000		2,000,000
Total Capital Expenses	7,360,090		7,360,090
Ending Balance December 31, 2016	\$4,965,824	\$9,941,040	\$14,906,864

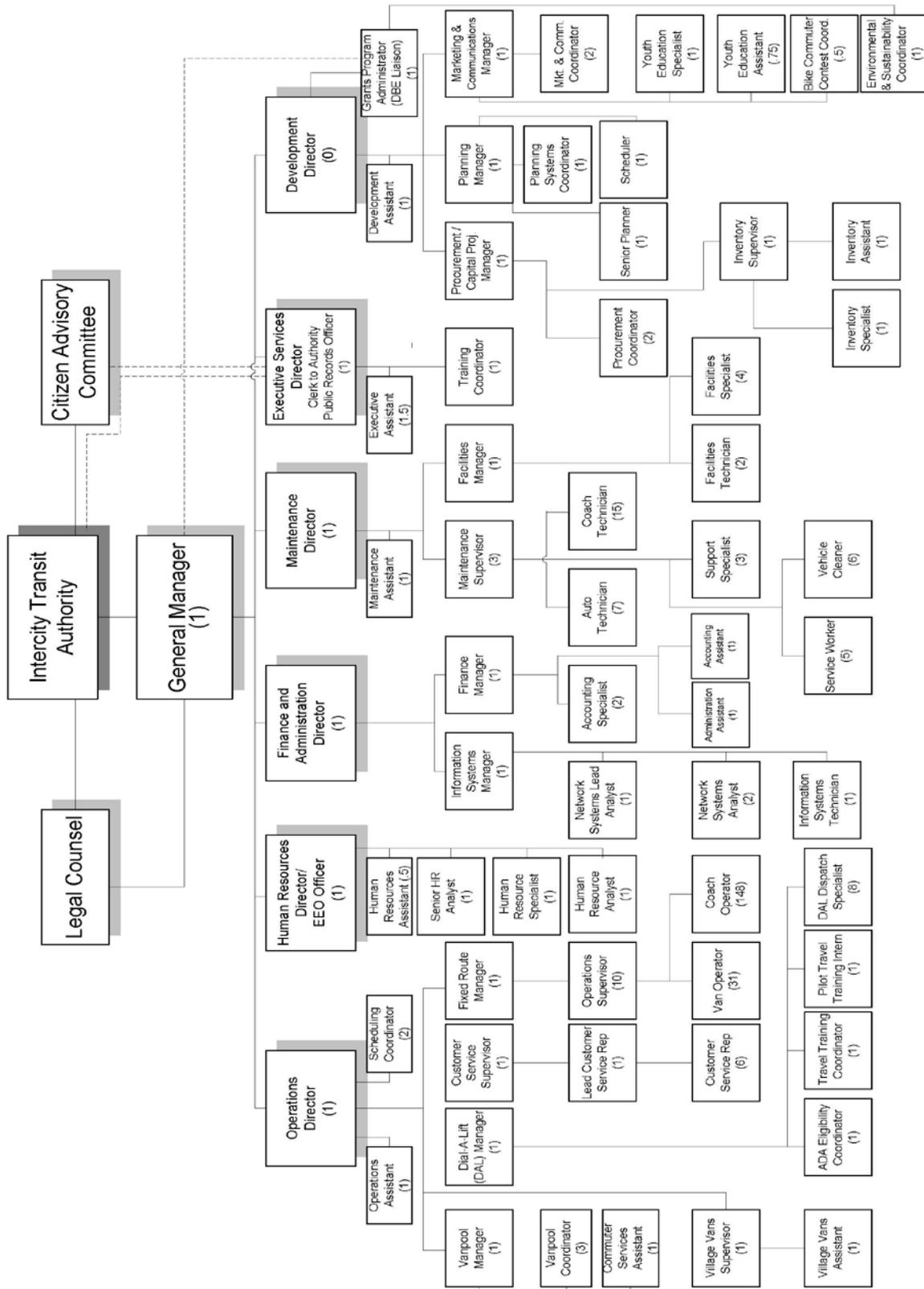
WSDOT Report - 2017	General Fund	Working Capital	Total
Beginning Balance January 1, 2017	\$4,965,824	\$9,941,040	\$14,906,864
Revenues			
Sales Tax	32,270,343		32,270,343
Motor Vehicle Excise Tax			-
Farebox	5,743,077		5,743,077
Sales Tax Equalization			
Federal Operating Grants	5,088,127		5,088,127
State Operating Grants	351,700		351,700
Other	769,922		769,922
Contribution To Accounts	(406,954)	406,954	-
Total Available	48,782,039	10,347,994	59,130,033
Operating Expenses			
Vanpool/Rideshare P&M	2,646,281		2,646,281
Vanpool/Rideshare System Expansion	104,334		104,334
Fixed Route P&M	27,048,319		27,048,319
Fixed Route System Expansion			-
Commuter Bus P&M	2,441,324		
Commuter Bus System Expansion			
Paratransit ADA P&M	9,085,156		9,085,156
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	66,564		66,564
Annual Depreciation	5,916,454		5,916,454
Contribution To Accounts			-
Total Expenses	47,308,431	-	47,308,431
Add Back Depreciation	5,916,454		5,916,454
Net Cash Available	7,390,062		7,390,062
Capital			
Capital Revenue			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	647,736		647,736
State Capital Grants	2,721,743		2,721,743
Total Capital Revenue	3,369,479	-	3,369,479
Capital Expenses			
System P&M			
Equipment & Furnishings	1,494,000		1,494,000
Replace Coaches -	1,200,000		1,200,000
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	155,947		155,947
Replace Vanpool Vans -	1,173,434		1,173,434
Replace Staff Vehicles	145,600		145,600
Facilities			
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	339,678		339,678
Facilities	3,000,000		3,000,000
Total Capital Expenses	7,508,659		7,508,659
Ending Balance December 31, 2017	\$3,250,882	\$10,347,994	\$13,598,876

WSDOT Report - 2018	General Fund	Working Capital	Total
Beginning Balance January 1, 2018	\$3,250,882	\$10,347,994	\$13,598,876
Revenues			
Sales Tax	32,238,453		32,238,453
Motor Vehicle Excise Tax			-
Farebox	6,033,310		6,033,310
Sales Tax Equalization			
Federal Operating Grants	5,197,815		5,197,815
State Operating Grants	351,700		351,700
Other	1,676,229		1,676,229
Contribution To Accounts	1,452,832	(1,452,832)	-
Total Available	50,201,221	8,895,162	59,096,383
Operating Expenses			
Vanpool/Rideshare P&M	2,847,197		2,847,197
Vanpool/Rideshare System Expansion	107,997		107,997
Fixed Route P&M	27,998,068		27,998,068
Fixed Route System Expansion			-
Commuter Bus P&M	2,527,046		
Commuter Bus System Expansion			
Paratransit ADA P&M	9,404,164		9,404,164
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	68,901		68,901
Annual Depreciation	5,916,454		5,916,454
Contribution To Accounts			-
Total Expenses	48,869,828	-	48,869,828
Add Back Depreciation	5,916,454		5,916,454
Net Cash Available	7,247,847		7,247,847
Capital			
Capital Revenue			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	982,764		982,764
State Capital Grants	331,254		331,254
Total Capital Revenue	1,314,018	-	1,314,018
Capital Expenses			
System P&M			
Equipment & Furnishings	564,000		564,000
Replace Coaches -	3,245,967		3,245,967
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	2,905,287		2,905,287
Replace Vanpool Vans -	1,182,544		1,182,544
Replace Staff Vehicles	312,500		312,500
Facilities			
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	351,567		351,567
Facilities			-
Total Capital Expenses	8,561,865		8,561,865
Ending Balance December 31, 2018	(\$0)	\$8,895,162	\$8,895,162

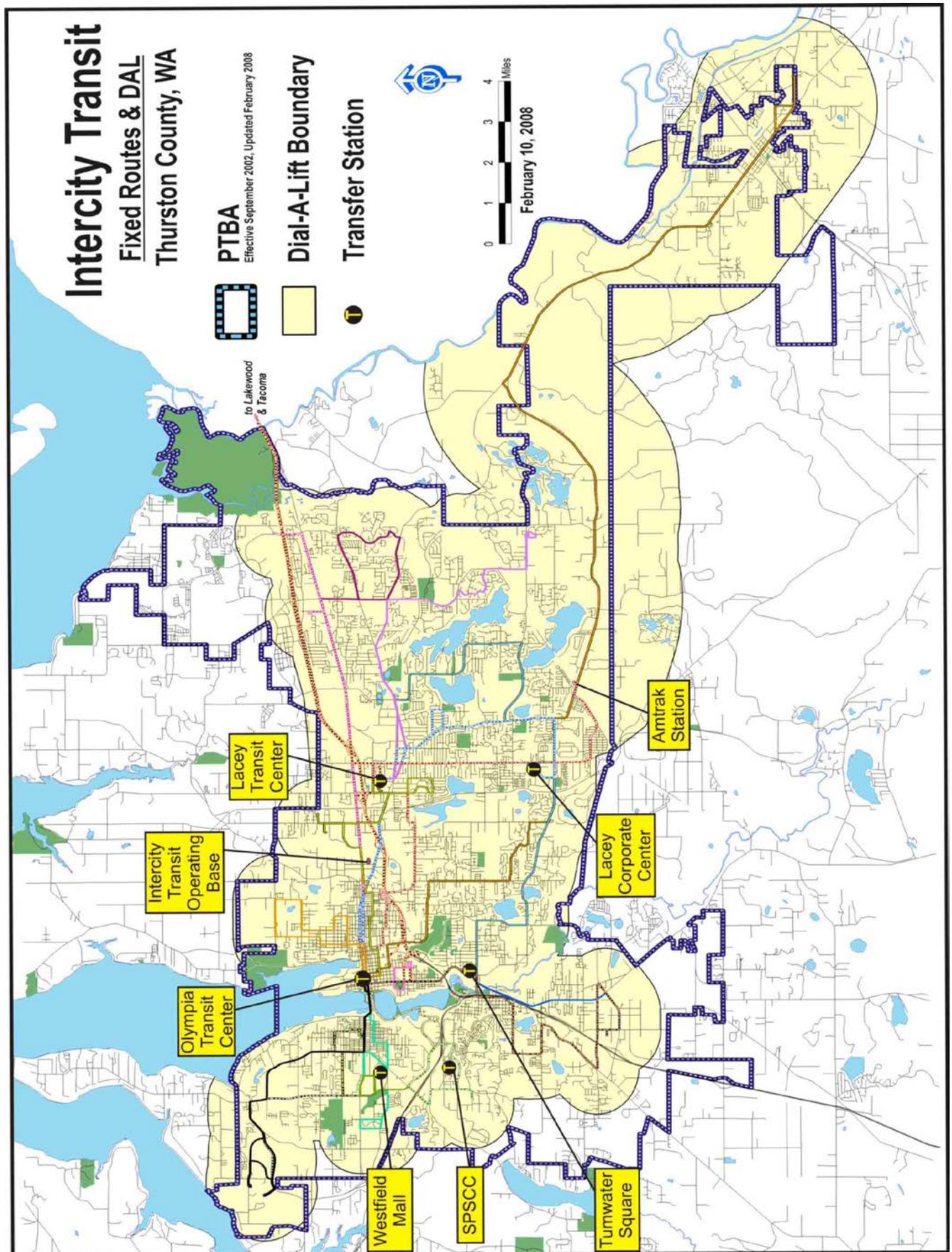
Appendix

Appendix A:	Organizational Chart
Appendix B:	System Map and Service Boundary Map
Appendix C:	Public Management System (WSDOT forms)
Appendix D:	Operating Data

Appendix A



Total Employees: 307.25
As of January 2013



Intercity Transit Mission:

To provide and promote transportation choices that support an accessible, sustainable, livable, healthy and prosperous community.

Vision: To be a leading transit system in the country, recognized for our well-trained, highly motivated, customer-focused, community-minded employees committed to enhancing the quality of life for all citizens of Thurston County.

Bus Service in 2012

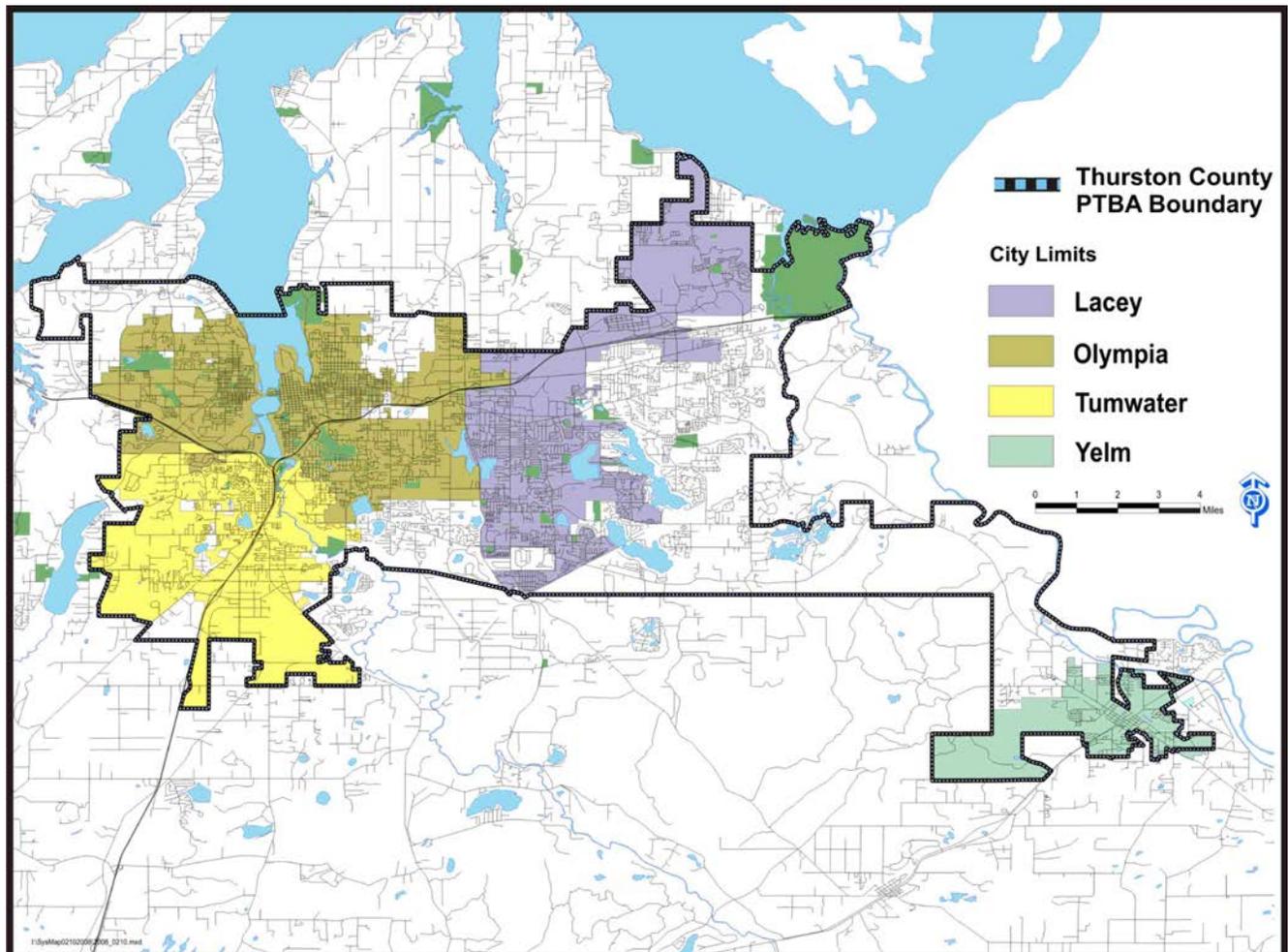
Fixed route service available weekdays on 24 routes, 18 routes operating Saturdays, 15 routes on Sundays. Dial-A-Lift (ADA/paratransit) service available during fixed route service hours. Bus fleet is ADA accessible and all fixed route coaches have two-position bike racks:

- Twenty local routes serving the greater Olympia/Lacey/Tumwater/Yelm area. Connections to Grays Harbor Transit and Mason Transit service (in Olympia) and regional connections to Amtrak and Greyhound service are also available.
- Four inter-county routes provide Express service between Thurston and Pierce Counties with connections to Pierce Transit local service and Sound Transit Express and commuter service in Lakewood and Tacoma.

Intercity Transit Service Boundary

Approved April 2002, Implemented September 2002,

Updated with City Annexations: 2005 - 2012



Appendix C

Public Management System

**Public Transportation Management System
Owned Rolling Stock Inventory**

Agency/Organization: Intercity Transit

Date: 7/30/2013

I hereby certify that all information reported in this inventory reflects true, accurate and complete information for the agency/organization listed.

Signature and Title

?UF`G\Yb_Y`ZA UjphYbubW 8JfVWcf

	Year/Make/Model	Vehicle Code	Vehicle Identification Number	Agency Vehicle Number	Current Odometer	Condition (points)	Age Years	Remaining Useful Life (years)	Replacement Cost	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)
1	2006/Eldorado/Aerotech	11	1FDXE45P76HA36268	110	192,061	40	4	1	\$133,000	yes	12	BD	no
2	2006/Eldorado/Aerotech	11	1FDXE45P96HA36269	111	203,927	40	4	1	\$133,000	yes	12	BD	no
3	2007/Eldorado/Aerotech	11	1FDXE45P96DA96141	120	155,587	50	5	2	\$133,000	yes	12	BD	no
4	2007/Eldorado/Aerotech	11	1FDXE45P16DB13420	121	155,289	50	5	2	\$133,000	yes	12	BD	no
5	2007/Eldorado/Aerotech	11	1FDXE45P96DB20874	122	149,086	50	5	2	\$133,000	yes	12	BD	no
6	2008/Eldorado/Aerotech	11	1FD4E45P68DA39644	130	156,201	60	4	3	\$133,000	yes	12	BD	no
7	2008/Eldorado/Aerotech	11	1FD4E45P88DA39645	131	188,786	60	4	3	\$133,000	yes	12	BD	no
8	2008/Eldorado/Aerotech	11	1FD4E45P88DA39646	132	191,864	60	4	3	\$133,000	yes	12	BD	no
9	2008/Eldorado/Aerotech	11	1FD4E45P18DA39647	133	211,126	60	4	3	\$133,000	yes	12	BD	no
10	2008/Eldorado/Aerotech	11	1FD4E45P38DA39648	134	153,285	60	4	3	\$133,000	yes	12	BD	no
11	2009/Eldorado/Aerotech	11	1FDFE45P99DA72356	140	111,451	70	3	4	\$133,000	yes	12	BD	no
12	2009/Eldorado/Aerotech	11	1FDE45P09DA72357	141	102,895	70	3	4	\$133,000	yes	12	BD	no
13	2011/Eldorado/Aerotech	11	1GB6G5BL9B1121747	150	50,616	90	1	6	\$133,000	yes	12	BD	no
14	2011/Eldorado/Aerotech	11	1GB6G5BL9B1121783	151	49,690	90	1	6	\$133,000	yes	12	BD	no
15	2011/Eldorado/Aerotech	11	1GB6G5BL3B1122279	152	42,961	90	1	6	\$133,000	yes	12	BD	no
16	2011/Eldorado/Aerotech	11	1GB6G5BL3B1121892	153	59,507	90	1	6	\$133,000	yes	12	BD	no
17	2011/Eldorado/Aerotech	11	1GB6G5BL7B1122351	154	61,851	90	1	6	\$133,000	yes	12	BD	no
18	2011/Eldorado/Aerotech	11	1GB6G5BL4B1122307	155	58,939	90	1	6	\$133,000	yes	12	BD	no
19	2011/Eldorado/Aerotech	11	1GB6G5BL1B1122085	156	45,045	90	1	6	\$133,000	yes	12	BD	no
20	2011/Eldorado/Aerotech	11	1GB6G5BL0B1124264	157	57,880	90	1	6	\$133,000	yes	12	BD	no
21	2011/Eldorado/Aerotech	11	1GB6G5BL0B1124202	158	75,887	90	1	6	\$133,000	yes	12	BD	no
22	2011/Eldorado/Aerotech	11	1GB6G5BL2B1154169	159	52,968	90	1	6	\$133,000	yes	12	BD	no
23	2011/Eldorado/Aerotech	11	1GB6G5BL9B1154234	160	48,126	90	1	6	\$133,000	yes	12	BD	no
24	2011/Eldorado/Aerotech	11	1GB6G5BL0B1155269	161	42,561	90	1	6	\$133,000	yes	12	BD	no
25	2011/Eldorado/Aerotech	11	1GB6G5BL4B1155128	162	39,452	90	1	6	\$133,000	yes	12	BD	no
26	2011/Eldorado/Aerotech	11	1GB6G5BL9B1156128	163	40,508	90	1	6	\$133,000	yes	12	BD	no
27	2011/Eldorado/Aerotech	11	1GB6G5BL0B1155076	164	44,895	90	1	6	\$133,000	yes	12	BD	no
28	2011/Eldorado/Aerotech	11	1GB6G5BL8B1155617	165	44,914	90	1	6	\$133,000	yes	12	BD	no
29	2011/Eldorado/Aerotech	11	1GB6G5BL2B1155872	166	54,021	90	1	6	\$133,000	yes	12	BD	no
30	2011/Eldorado/Aerotech	11	1GB6G5BL5B1154781	167	43,766	90	1	6	\$133,000	yes	12	BD	no
31	2004/Eldorado/Aerotech	11	1FDXE45F03HB94602	290	225,129	10	8	0	\$133,000	yes	12	BD	no
32	2004/Eldorado/Aerotech	11	1FDXE45F43HB94604	291	231,093	10	8	0	\$133,000	yes	12	BD	no
33	2004/Eldorado/Aerotech	11	1FDXE45F63HB94605	292	240,193	10	8	0	\$133,000	yes	12	BD	no
34	2004/Eldorado/Aerotech	11	1FDXE45F83HB94606	293	233,381	10	8	0	\$133,000	yes	12	BD	no
35	2010/Gillig Hybrid	10	15GGD3013A1177058	400	153,098	80	0	14	\$630,700	yes	38	DE	no
36	2010/Gillig Hybrid	10	15GGD3013A1177059	401	155,863	80	0	14	\$630,700	yes	38	DE	no

	Year/Make/Model	Vehicle Code	Vehicle Identification Number	Agency Vehicle Number	Current Odometer	Condition (points)	Age Years	Remaining Useful Life (years)	Replacement Cost	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)
37	2010/Gillig Hybrid	10	15GGD3013A177060	402	175,689	80	0	14	\$630,700	yes	38	DE	no
38	2010/Gillig Hybrid	10	15GGD3011A177061	403	153,694	80	0	14	\$630,700	yes	38	DE	no
39	2010/Gillig Hybrid	10	15GGD3013A1177062	404	161,168	80	0	14	\$630,700	yes	38	DE	no
40	2010/Gillig Hybrid	10	15GGD3015A1177063	405	177,569	80	0	14	\$630,700	yes	38	DE	no
41	1996/Gillig/Phantom	1	15GDD201XT1087231	807	86,048	0	16	0	\$323,000	yes	44	BD	no
42	1996/Gillig/Phantom	1	15GCB201T1087232	808	81,841	0	16	0	\$323,000	yes	44	BD	no
43	1998/Gillig/Lowfloor	1	15GGD1818W1070170	901	706,996	0	14	0	\$323,000	yes	38	BD	no
44	1998/Gillig/Lowfloor	1	15GGD181XW1070171	902	591,318	0	14	0	\$323,000	yes	38	BD	no
45	1998/Gillig/Lowfloor	1	15GGD1811W1070172	903	383,891	0	14	0	\$323,000	yes	38	BD	no
46	1998/Gillig/Lowfloor	1	15GGD1813W1070173	904	712,835	0	14	0	\$323,000	yes	38	BD	no
47	1998/Gillig/Lowfloor	1	15GGD1815W1070174	905	294,529	0	14	0	\$323,000	yes	38	BD	no
48	1998/Gillig/Lowfloor	1	15GGD1817W1070175	906	660,085	0	14	0	\$323,000	yes	38	BD	no
49	1998/Gillig/Lowfloor	1	15GGD1819W1070176	907	677,454	0	14	0	\$323,000	yes	38	BD	no
50	1998/Gillig/Lowfloor	1	15GGD1810W1070177	908	681,892	0	14	0	\$323,000	yes	38	BD	no
51	1998/Gillig/Lowfloor	1	15GGD1812W1070178	909	677,597	0	14	0	\$323,000	yes	38	BD	no
52	1998/Gillig/Lowfloor	1	15GGD1814W1070179	910	679,922	0	14	0	\$323,000	yes	38	BD	no
53	1998/Gillig/Lowfloor	1	15GGD1810W1070180	911	681,892	0	14	0	\$323,000	yes	38	BD	no
54	1998/Gillig/Lowfloor	1	15GGD1812W1070181	912	679,922	0	14	0	\$323,000	yes	38	BD	no
55	2004/Gillig/Lowfloor	2	15GGB201241070833	920	456,661	20	8	6	\$323,000	yes	31	BD	no
56	2004/Gillig/Lowfloor	2	15GGB201441070834	921	393,231	20	8	6	\$323,000	yes	31	BD	no
57	2004/Gillig/Lowfloor	2	15GGB201641070835	922	295,770	20	8	6	\$323,000	yes	31	BD	no
58	2004/Gillig/Lowfloor	2	15GGB201841070836	923	347,623	20	8	6	\$323,000	yes	31	BD	no
59	2004/Gillig/Lowfloor	2	15GGB201X41070837	924	315,850	20	8	6	\$323,000	yes	31	BD	no
60	2004/Gillig/Lowfloor	2	15GGB201141070838	925	331,700	20	8	6	\$323,000	yes	31	BD	no
61	2004/Gillig/Lowfloor	2	15GGB201341070839	926	427,557	20	8	6	\$323,000	yes	31	BD	no
62	2004/Gillig/Lowfloor	2	15GGB201131070840	927	439,224	20	8	6	\$323,000	yes	31	BD	no
63	2005/Gillig/Lowfloor	2	15GGB291151075106	930	432,805	30	7	7	\$323,000	yes	32	BD	no
64	2005/Gillig/Lowfloor	2	15GGB291351075107	931	426,072	30	7	7	\$323,000	yes	32	BD	no
65	2005/Gillig/Lowfloor	2	15GGB291551075108	932	455,873	30	7	7	\$323,000	yes	32	BD	no
66	2005/Gillig/Lowfloor	2	15GGV291751075109	933	347,046	30	7	7	\$323,000	yes	32	BD	no
67	2005/Gillig/Lowfloor	2	15GGB291951075256	934	361,978	30	7	7	\$323,000	yes	32	BD	no
68	2005/Gillig/Lowfloor	2	1555B291951075257	935	389,425	30	7	7	\$323,000	yes	32	BD	no
69	2005/Gillig/Lowfloor	2	15GGB291951075258	936	363,213	30	7	7	\$323,000	yes	32	BD	no
70	2005/Gillig/Lowfloor	2	15GGB291951075259	937	245,324	30	7	7	\$323,000	yes	32	BD	no
71	2005/Gillig/Lowfloor	2	15GGB291651076509	940	336,536	30	7	7	\$323,000	yes	32	BD	no
72	2005/Gillig/Lowfloor	2	15GGB291251076510	941	379,153	30	7	7	\$323,000	yes	32	BD	no
73	2005/Gillig/Lowfloor	2	15GGB291451076511	942	318,640	30	7	7	\$323,000	yes	32	BD	no
74	2005/Gillig/Lowfloor	2	15ggb291651076512	943	379,153	30	7	7	\$323,000	yes	32	BD	no
75	2005/Gillig/Lowfloor	2	15GGB291851076513	944	335,012	30	7	7	\$323,000	yes	32	BD	no
76	2005/Gillig/Lowfloor	3	15GGE291451091095	950	126,119	30	7	7	\$300,000	yes	22	BD	no
77	2005/Gillig/Lowfloor	3	15GGE291651091096	951	142,823	30	7	7	\$300,000	yes	22	BD	no
78	2005/Gillig/Lowfloor	3	15GGE291851091097	952	149,675	30	7	7	\$300,000	yes	22	BD	no
79	2005/Gillig/Lowfloor	3	15GGE291X51091098	953	97,179	30	7	7	\$300,000	yes	22	BD	no
80	2007 Gillig Lowfloor	2	15GGD271871077683	960	265,631	50	3	9	\$323,000	yes	32	BD	no

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81	2007 Gillig Lowfloor	2	15GGB271X71077684	961	263,427	50	3	9	\$323,000	yes	32	BD	no
82	2007 Gillig Lowfloor	2	15GGB271171077685	962	291,749	50	3	9	\$323,000	yes	32	BD	no
83	2007 Gillig Lowfloor	2	15GGB271371077686	963	294,502	50	3	9	\$323,000	yes	32	BD	no
84	2007 Gillig Lowfloor	2	15GGB271571077687	964	264,015	50	3	9	\$323,000	yes	32	BD	no
85	2007 Gillig Lowfloor	3	15GGE271471091376	970	136,973	50	3	9	\$300,000	yes	22	BD	no
86	2007 Gillig Lowfloor	3	15GGE271671091377	971	153,537	50	3	9	\$300,000	yes	22	BD	no
87	2007 Gillig Lowfloor	3	15GGE271871091378	972	227,921	50	3	9	\$300,000	yes	22	BD	no
88	2007 Gillig Lowfloor	3	15GGE271X71091379	973	125,353	50	3	9	\$300,000	yes	22	BD	no
89	2007 Gillig Lowfloor	3	15GGE271671091380	974	163,646	50	3	9	\$300,000	yes	22	BD	no
90	2007 Gillig Lowfloor	3	15GGE271871091381	975	130,644	50	3	9	\$300,000	yes	22	BD	no
91	2007 Gillig Lowfloor	3	15GGE271X71091382	976	156,421	50	3	9	\$300,000	yes	22	BD	no
92	2007 Gillig Lowfloor	3	15GGE271171091383	977	169,864	50	3	9	\$300,000	yes	22	BD	no
93	2007 Gillig Lowfloor	2	15GGB271571078385	980	232,878	50	3	9	\$323,000	yes	32	BD	no
94	2007 Gillig Lowfloor	2	15GGB2717078386	981	240,922	50	3	9	\$323,000	yes	32	BD	no
95	2007 Gillig Lowfloor	2	15GGB27191078387	982	251,804	50	3	9	\$323,000	yes	32	BD	no
96	2007 Gillig Lowfloor	2	15GGB271071078388	983	220,951	50	3	9	\$323,000	yes	32	BD	no
97	2007 Gillig Lowfloor	2	15GGB271271078389	984	240,169	50	3	9	\$323,000	yes	32	BD	no
98	2007 Gillig Lowfloor	2	15GGD271671078390	990	290,002	50	3	9	\$323,000	yes	32	BD	no
99	2007 Gillig Lowfloor	2	15GGD271871078391	991	284,249	50	3	9	\$323,000	yes	32	BD	no
100	2007 Gillig Lowfloor	2	15GGD271X71078392	992	267,398	50	3	9	\$323,000	yes	32	BD	no
101	2007 Gillig Lowfloor	2	15GGD271171078393	993	255,838	50	3	9	\$323,000	yes	32	BD	no
102	2007 Gillig Lowfloor	2	15GGD271371078394	994	328,884	50	3	9	\$323,000	yes	32	BD	no
103	2005/Chevrolet/Astro	13	1GNDM19X75B124863	1501	94,742	30	7	0	\$26,910	no	8	GA	yes
104	2005/Chevrolet/Astro	13	1GNDM19X05B124994	1504	92,147	30	7	0	\$26,910	no	8	GA	no
105	2005/Chevrolet/Astro	13	1GNDM19X55B125218	1507	80,844	30	7	0	\$26,910	no	8	GA	no
106	2005/Chevrolet/Astro	13	1GNDM19X35B125427	1509	74,945	30	7	0	\$26,910	no	8	GA	no
107	2005/Chevrolet/Astro	13	1GNDM19X95B125559	1510	81,647	30	7	0	\$26,910	no	8	GA	yes
108	2005/Chevrolet/Astro	13	1GNDM19X5B125599	1511	76,094	30	7	0	\$26,910	no	8	GA	yes
109	2005/Chevrolet/Astro	13	1GNDM19X35B125699	1512	61,540	30	7	0	\$26,910	no	8	GA	no
110	2005/Chevrolet/Astro	13	1GNDM19X65B125633	1513	54,933	30	7	0	\$26,910	no	8	GA	yes
111	2005/Chevrolet/Astro	13	1GNDM19X92B125700	1516	78,285	30	7	0	\$26,910	no	8	GA	yes
112	2005/Chevrolet/Astro	13	1GNDM19X65B125650	1517	97,660	30	7	0	\$26,910	no	8	GA	yes
113	2005/Chevrolet/Astro	13	1GNDM19X55B125297	1518	70,493	30	7	0	\$26,910	no	8	GA	yes
114	2005/Chevrolet/Astro	13	1GNDM19X25B125693	1521	66,342	30	7	0	\$26,910	no	8	GA	yes
115	2006 Dodge Caravan	13	1D8GP24R6B637751	1530	94,602	40	6	0	\$26,910	no	7	GA	yes
116	2006 Dodge Caravan	13	1D8GP12R16B637752	1531	88,587	40	6	0	\$26,910	no	7	GA	yes
117	2004/Ford/E350	14	1FTSE34L54HB35935	1576	35,067	20	8	0	\$48,000	yes	9	GA	no
118	2002/Chevrolet/Astro	13	1GNDM19X92B145113	1698	81,413	0	10	0	\$26,910	no	8	GA	no
119	2002/Chevrolet/Astro	13	1GNDM19X42B144550	1699	77,369	0	10	0	\$26,910	no	8	GA	no
120	2004/Chevrolet/Astro	13	1GNEL19X44B128326	1755	92,842	20	8	0	\$26,910	no	8	GA	yes
121	2004/Chevrolet/Astro	13	1GNEL19X24B128664	1758	95,448	20	8	0	\$26,910	no	8	GA	no
122	2004/Chevrolet/Astro	13	1GNEL19X24B128504	1759	69,321	20	8	0	\$26,910	no	8	GA	no
123	2004/Ford/Clubwagon	13	1FBNE31L64HB38591	1771	86,732	20	8	0	\$26,910	no	12	GA	yes
124	2004/Ford/Clubwagon	13	1FBNE31L34HB38595	1775	82,283	20	8	0	\$26,910	no	12	GA	no
125	2004/Ford/Clubwagon	13	1FBNE31L74HB38597	1777	99,935	20	8	0	\$26,910	no	12	GA	no

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126	2005/Ford/ Clubwagon	13	1FBNE31L25HB38556	1781	74,902	30	7	0	\$26,910	no	12	GA	yes
127	2005/Ford/ Clubwagon	13	1FBNE31L65HB38558	1783	93,153	30	7	0	\$26,910	no	12	GA	yes
128	2005/Ford/ Clubwagon	13	1FBNE31L85HB38559	1784	68,499	30	7	0	\$26,910	no	12	GA	yes
129	2005/Ford/ Clubwagon	13	1FBNE31L85HB38562	1786	93,409	30	7	0	\$26,910	no	12	GA	yes
130	2005/Ford/ Clubwagon	14	1FBNE31L65HB38561	1787	64,749	30	7	0	\$26,910	no	12	GA	no
131	2005/Ford/ Clubwagon	13	1FBNE31L15HB38564	1789	55,225	30	7	0	\$26,910	no	12	GA	no
132	2005/Ford/ Clubwagon	13	1FBNE31L55HB38566	1791	58,898	30	7	0	\$26,910	no	12	GA	no
133	2005/Ford/ Clubwagon	13	1FBNE31L75HB38567	1792	89,821	30	7	0	\$26,910	no	12	GA	no
134	2005/Ford/ Clubwagon	14	1FBNE31L05HB38569	1794	56,130	30	7	0	\$26,910	no	12	GA	no
135	2005/Ford/E350	14	1FTSE34L86HA33015	1803	68,702	30	7	0	\$26,910	yes	12	GA	no
136	2006 Ford/ Clubwagon	13	1FBNE31L46DA24647	1540	87,937	40	6	0	\$26,910	no	12	GA	yes
137	2006 Ford/ Clubwagon	13	1FBNE31L46DA24650	1541	74,389	40	6	0	\$26,910	no	12	GA	yes
138	2006 Ford/ Clubwagon	13	1FBNE31L66DA24651	1542	85,739	40	6	0	\$26,910	no	12	GA	yes
139	2006 Ford/ Clubwagon	13	1FBNE31L76DA24657	1543	96,367	40	6	0	\$26,910	no	12	GA	yes
140	2006 Ford/ Clubwagon	13	1FBNE31L06DA24645	1546	95,671	40	6	0	\$26,910	no	12	GA	yes
141	2006 Ford/ Clubwagon	13	1FBNE31L76DA24643	1547	111,860	40	6	0	\$26,910	no	12	GA	yes
142	2006 Ford/ Clubwagon	13	1FBNE31L76DA24660	1548	101,745	40	6	0	\$26,910	no	12	GA	yes
143	2006 Ford/ Clubwagon	13	1FBNE31L86DA24652	1549	79,808	40	6	0	\$26,910	no	12	GA	yes
144	2006 Ford/ Clubwagon	13	1FBNE31L96DA24661	1550	105,782	40	6	0	\$26,910	no	12	GA	yes
145	2006 Ford/ Clubwagon	13	1FBNE31L66DA24648	1551	68,246	40	6	0	\$26,910	no	12	GA	yes
146	2006 Ford/ Clubwagon	13	1FBNE31L56DA24656	1552	53,906	40	6	0	\$26,910	no	12	GA	yes
147	2006 Ford/ Clubwagon	13	1FBNE31L96DA24658	1553	78,881	40	6	0	\$26,910	no	12	GA	yes
148	2006 Ford/ Clubwagon	13	1FBNE31L26DA24663	1556	91,021	40	6	0	\$26,910	no	12	GA	yes
149	2006 Ford/ Clubwagon	13	1FBNE31L56DA24639	1557	82,539	40	6	0	\$26,910	no	12	GA	yes
150	2006 Ford/ Clubwagon	13	1FBNE31L86DA24666	1558	103,229	40	6	0	\$26,910	no	12	GA	yes
151	2006 Ford/ Clubwagon	13	1FBNE31L16DA24654	1560	89,630	40	6	0	\$26,910	no	12	GA	yes
152	2006 Ford/ Clubwagon	13	1FBNE31L86DA24649	1561	71,629	40	6	0	\$26,910	no	12	GA	yes
153	2006 Ford/ Clubwagon	13	1FBNE31L46DA24664	1566	102,562	40	6	0	\$26,910	no	12	GA	yes
154	2006 Ford/ Clubwagon	13	1FBNE31L36DA24655	1568	65,912	40	6	0	\$26,910	no	12	GA	yes
155	2006 Ford Clubwagon	13	1FBSS31L46DA24630	1571	104,566	40	6	0	\$26,910	no	12	GA	yes
156	2006 Ford Clubwagon	13	1FBSS31L86DA24629	1572	107,115	40	6	0	\$26,910	no	12	GA	yes
157	2006 Ford Clubwagon	13	1FBSS31L66DA24631	1573	102,848	40	6	0	\$26,910	no	12	GA	no
158	2008 Ford E350	13	1FTSE34L86HA33015	1803	68,702	60	2	4	\$26,910	no	12	GA	no
159	2008 Chevrolet Uplander	13	1GNDV23W78D205888	1804	105,045	60	2	4	\$26,910	no	12	GA	no
160	2008 Chevrolet Express	13	1GAHG39KX81221687	1805	98,672	60	2	4	\$26,910	no	12	GA	no
161													
162	2007 Chevy Express	13	1GAHG35U071188737	1820	80,351	50	5	1	\$26,910	no	12	GA	no
163	2007 Chevy Express	13	1GAHG35U171188987	1821	106,040	50	5	1	\$26,910	no	12	GA	no
164	2007 Chevy Express	13	1GAHG35UX71188731	1822	108,515	50	5	1	\$26,910	no	12	GA	no
165	2007 Chevy Express	13	1GAHG35U671189259	1823	100,992	50	5	1	\$26,910	no	12	GA	no
166	2007 Chevy Express	13	1GAHG35U671188967	1824	114,345	50	5	1	\$26,910	no	12	GA	no
167	2007 Chevy Express	13	1GAHG35U971189143	1825	71,965	50	5	1	\$26,910	no	12	GA	no
168	2007 Chevy Express	13	AGAHG35U971189790	1826	93,719	50	5	1	\$26,910	no	12	GA	no
169	2007 Chevy Express	13	1GAHG35U371189560	1827	74,926	50	5	1	\$26,910	no	12	GA	no

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170	2007 Chevy Express	13	1GAHG35U071190570	1828	101,821	50	5	1	\$26,910	no	12	GA	no
171	2007 Chevy Express	13	1GAHG35U071189952	1829	111,908	50	5	1	\$26,910	no	12	GA	no
172	2007 Chevy Express	13	1GAHG35U071189603	1830	74,624	50	5	1	\$26,910	no	12	GA	no
173	2007 Chevy Express	13	1GAHG35U071189112	1831	83,354	50	5	1	\$26,910	no	12	GA	no
174	2007 Chevy Express	13	1GAHG35U071189084	1832	104,866	50	5	1	\$26,910	no	12	GA	no
175	2007 Chevy Express	13	1GAHG35U071189034	1833	115,730	50	5	1	\$26,910	no	12	GA	no
176	2007 Chevy Express	14	1GAHG35U071190341	1834	113,350	50	5	1	\$26,910	no	12	GA	no
177	2007 Chevy Express	13	1GAHG35U071189443	1837	81,185	50	5	1	\$26,910	no	12	GA	yes
178	2007 Chevy Express	13	1GAHG35U071190534	1839	87,295	50	5	1	\$26,910	no	12	GA	yes
179	2007 Chevy Express	13	1GAHG35U071190016	1840	110,030	50	5	1	\$26,910	no	12	GA	yes
180	2007 Chevy Express	13	1GAHG35U071190346	1841	102,168	50	5	1	\$26,910	no	12	GA	yes
181	2007 Chevy Express	13	1GAHG35U071190276	1842	72,876	50	5	1	\$26,910	no	12	GA	yes
182	2007 Chevy Express	13	1GAHG35U071191451	1843	104,406	50	5	1	\$26,910	no	12	GA	yes
183	2007 Chevy Express	13	1GAHG35U071191139	1844	79,950	50	5	1	\$26,910	no	12	GA	yes
184	2007 Chevy Express	13	1GAHG35U071190152	1845	77,629	50	5	1	\$26,910	no	12	GA	yes
185	2007 Chevy Express	13	1GAHG35U071190523	1846	82,667	50	5	1	\$26,910	no	12	GA	yes
186	2007 Chevy Express	13	1GAHG35U071191118	1847	55,763	50	5	1	\$26,910	no	12	GA	yes
187	2007 Chevy Express	13	1GAHG35U071190254	1849	107,074	50	5	1	\$26,910	no	12	GA	yes
188	2007 Chevy Express	13	1GAHG35U071190598	1850	112,020	50	5	1	\$26,910	no	12	GA	yes
189	2007 Chevy Express	13	1GAHG35U071188716	1851	110,295	50	5	1	\$26,910	no	12	GA	yes
190	2007 Chevy Express	13	1GAHG35U071189053	1852	111,291	50	5	1	\$26,910	no	12	GA	yes
191	2007 Chevy Express	13	1GAHG35U071189757	1854	79,297	50	5	1	\$26,910	no	12	GA	yes
192	2007 Chevy Express	13	1GAHG35U071189447	1855	89,215	50	5	1	\$26,910	no	12	GA	yes
193	2007 Chevy Express	13	1GAHG35U071190388	1856	82,272	50	5	1	\$26,910	no	12	GA	yes
194	2007 Chevy Express	13	1GAHG35U071191317	1857	61,642	50	5	1	\$26,910	no	12	GA	yes
195	2007 Chevy Express	13	1GAHG35U071190833	1858	108,397	50	5	1	\$26,910	no	12	GA	yes
196	2007 Chevy Express	13	1GAHG35U071191004	1859	115,166	50	5	1	\$26,910	no	12	GA	yes
197	2007 Chevy Express	13	1GAHG35U071190576	1860	81,862	50	5	1	\$26,910	no	12	GA	yes
198	2007 Chevy Express	13	1GAHG35U071189816	1861	91,786	50	5	1	\$26,910	no	12	GA	yes
199	2007 Chevy Express	13	1GAHG35U071239477	1862	73,244	50	5	1	\$26,910	no	12	GA	no
200	2007 Chevy Express	13	1GAHG39U0671188977	1870	110,967	50	5	1	\$26,910	no	15	GA	no
201	2008 Chevy Uplander	13	1GNDV23W78D196819	1900	120,664	60	4	2	\$26,910	no	7	GA	yes
202	2008 Chevy Uplander	13	1GNDV23W38D197613	1901	54,206	60	4	2	\$26,910	no	7	GA	no
203	2008 Chevy Uplander	13	1GNDV23W28D198008	1902	77,536	60	4	2	\$26,910	no	7	GA	no
204	2008 Chevy Uplander	13	1GNDV23W38D196426	1903	106,152	60	4	2	\$26,910	no	7	GA	yes
205	2008 Chevy Uplander	13	1GNDV23W48D196485	1904	74,358	60	4	2	\$26,910	no	7	GA	no
206	2008 Chevy Uplander	13	1GNDV23W78D196741	1905	61,080	60	4	2	\$26,910	no	7	GA	no
207	2008 Chevy Uplander	13	1GNDV23W38D197621	1906	55,593	60	4	2	\$26,910	no	7	GA	no
208	2008 Chevy Uplander	13	1GNDV23W38D196491	1907	85,536	60	4	2	\$26,910	no	7	GA	no
209	2008 Chevy Uplander	13	1GNDV23W78D196237	1908	78,233	60	4	2	\$26,910	no	7	GA	no
210	2008 Chevy Uplander	13	1GNDV23W08D208549	1909	55,104	60	4	2	\$26,910	no	7	GA	no
211	2008 Chevy Uplander	13	1GNDV23W08D208440	1910	48,147	60	4	2	\$26,910	no	7	GA	no
212	2008 Chevy Uplander	13	1GNDV23W98D207917	1911	66,799	60	4	2	\$26,910	no	7	GA	no
213	2008 Chevy Uplander	13	1GNDV23W38D207828	1912	47,428	60	4	2	\$26,910	no	7	GA	no
214	2008 Chevy Uplander	13	1GNDV23W48D207825	1913	81,781	60	4	2	\$26,910	no	7	GA	no

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215	2008 Chevy Uplander	13	1GNDV23W58D207946	1914	111,282	60	4	2	\$26,910	no	7	GA	no
216	2008 Chevy Uplander	13	1GNDV23W88D206547	1915	77,062	60	4	2	\$26,910	no	7	GA	no
217	2008 Chevy Uplander	13	1GNDV23W38D208612	1916	105,566	60	4	2	\$26,910	no	7	GA	no
218	2008 Chevy Uplander	13	1GNDV23W88D208752	1917	97,470	60	4	2	\$26,910	no	7	GA	no
219	2008 Chevy Express	13	1GAHG35K681217707	1920	36,264	60	4	2	\$26,910	no	12	GA	yes
220	2008 Chevy Express	13	1GAHG35K881217711	1921	62,943	60	4	2	\$26,910	no	12	GA	yes
221	2008 Chevy Express	13	1GAHG35K781219854	1923	66,394	60	4	2	\$26,910	no	12	GA	yes
222	2008 Chevy Express	13	1GAHG35K481220248	1924	90,729	60	4	2	\$26,910	no	12	GA	yes
223	2008 Chevy Express	13	1GAHG35K481218340	1925	52,580	60	4	2	\$26,910	no	12	GA	yes
224	2008 Chevy Express	13	1GAHG35K681219148	1926	51,696	60	4	2	\$26,910	no	12	GA	yes
225	2008 Chevy Express	13	1GAHG35K281219132	1927	54,405	60	4	2	\$26,910	no	12	GA	yes
226	2008 Chevy Express	13	1GAHG35KX81220528	1928	35,653	60	4	2	\$26,910	no	12	GA	yes
227	2008 Chevy Express	13	1GAHG35K181220627	1929	39,035	60	4	2	\$26,910	no	12	GA	yes
228	2008 Chevy Express	13	1GAHG35K481220704	1930	41,874	60	4	2	\$26,910	no	12	GA	yes
229	2008 Chevy Express	13	1GAHG35K581219464	1931	93,959	60	4	2	\$26,910	no	12	GA	yes
230	2008 Chevy Express	13	1GAHG35K281218160	1932	115,462	60	4	2	\$26,910	no	12	GA	yes
231	2008 Chevy Express	13	1GAHG35K781221040	1933	117,823	60	4	2	\$26,910	no	12	GA	yes
232	2008 Chevy Express	13	1GAHG35K181221003	1934	102,050	60	4	2	\$26,910	no	12	GA	yes
233	2008 Chevy Express	13	1GAHG35K081220537	1935	125,167	60	4	2	\$26,910	no	12	GA	yes
234	2008 Chevy Express	13	1GAHG35K281218191	1936	94,553	60	4	2	\$26,910	no	12	GA	yes
235	2008 Chevy Express	13	1GAHG35K481218743	1937	126,725	60	4	2	\$26,910	no	12	GA	no
236	2008 Chevy Express	13	1GAHG35K681220218	1938	111,018	60	4	2	\$26,910	no	12	GA	no
237	2008 Chevy Express	13	1GAHG35K181219459	1939	44,776	60	4	2	\$26,910	no	12	GA	no
238	2008 Chevy Express	13	1GAHG35KX81220707	1940	131,992	60	4	2	\$26,910	no	12	GA	no
239	2008 Chevy Express	13	1GAHG35K481220492	1941	120,082	60	4	2	\$26,910	no	12	GA	no
240	2008 Chevy Express	13	1GAHG35KX81220822	1942	87,003	60	4	2	\$26,910	no	12	GA	no
241	2008 Chevy Express	13	1GAHG35K381220015	1943	47,011	60	4	2	\$26,910	no	12	GA	no
242	2008 Chevy Express	13	1GAHG35K581220419	1944	46,487	60	4	2	\$26,910	no	12	GA	no
243	2008 Chevy Express	13	1GAHG35K381233427	1945	115,335	60	4	2	\$26,910	no	12	GA	no
244	2008 Chevy Express	13	1GAHG35KX81233733	1946	67,450	60	4	2	\$26,910	no	12	GA	no
245	2008 Chevy Express	13	1GAHG39K381218971	1950	83,226	60	4	2	\$26,910	no	15	GA	no
246	2008 Chevy Express	13	1GAHG39K981220126	1951	102,461	60	4	2	\$26,910	no	15	GA	no
247	2008 Chevy Express	13	1GAHG39K581218180	1952	89,113	60	4	2	\$26,910	no	15	GA	no
248	2009 Toyota Sienna	13	5TDZK23C19S278371	2000	56,532	70	3	3	\$26,910	no	7	GA	yes
249	2009 Toyota Sienna	13	5TDZK23C49S278378	2001	93,503	70	3	3	\$26,910	no	7	GA	yes
250	2009 Toyota Sienna	13	5TDZK23C19S278872	2002	45,279	70	3	3	\$26,910	no	7	GA	yes
251	2009 Toyota Sienna	13	5TDZK23C19S279232	2003	45,058	70	3	3	\$26,910	no	7	GA	yes
252	2009 Toyota Sienna	13	5TDZK23C39S279666	2004	71,874	70	3	3	\$26,910	no	7	GA	yes
253	2009 Toyota Sienna	13	5TDZK23C29S279206	2005	58,460	70	3	3	\$26,910	no	7	GA	yes
254	2009 Toyota Sienna	13	5TDZK23CX9S278823	2006	60,777	70	3	3	\$26,910	no	7	GA	yes
255	2009 Toyota Sienna	13	5TDZK23C89S280179	2007	77,916	70	3	3	\$26,910	no	7	GA	yes
256	2009 Toyota Sienna	13	5TDZK23C19S280203	2008	55,000	70	3	3	\$26,910	no	7	GA	yes
257	2009 Toyota Sienna	13	5TDZK23C89S279677	2009	56,225	70	3	3	\$26,910	no	7	GA	yes
258	2009 Toyota Sienna	13	5TDZK23C49S282916	2020	85,231	70	3	3	\$26,910	no	7	GA	no
259	2009 Toyota Sienna	13	5TDZK23C69S283145	2021	42,496	70	3	3	\$26,910	no	7	GA	no

	Year/Make/Model	Vehicle Code	Vehicle Identification Number	Agency Vehicle Number	Current Odometer	Condition (points)	Age Years	Remaining Useful Life (years)	Replacement Cost	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)
260	2009 Toyota Sienna	13	5TDZK23C19S282307	2022	59,010	70	3	3	\$26,910	no	7	GA	no
261	2009 Toyota Sienna	13	5TDZK23C59S282956	2023	28,179	70	3	3	\$26,910	no	7	GA	no
262	2009 Toyota Sienna	13	5TDZK23C99S282328	2024	33,958	70	3	3	\$26,910	no	7	GA	no
263	2009 Toyota Sienna	13	5TDZK23C79S282635	2025	54,284	70	3	3	\$26,910	no	7	GA	no
264	2009 Toyota Sienna	13	5TDZK23C49S283161	2026	60,535	70	3	3	\$26,910	no	7	GA	no
265	2009 Toyota Sienna	13	5TDZK23C19S283375	2027	54,191	70	3	3	\$26,910	no	7	GA	no
266	2009 Toyota Sienna	13	5TDZK23C19S283389	2028	103,416	70	3	3	\$26,910	no	7	GA	no
267	2009 Toyota Sienna	13	5TDZK23C09S282640	2029	54,694	70	3	3	\$26,910	no	7	GA	no
268	2009 Toyota Sienna	13	5TDZK23C09S282282	2030	56,551	70	3	3	\$26,910	no	7	GA	no
269	2009 Toyota Sienna	13	5TDZK23C79S284997	2031	58,063	70	3	3	\$26,910	no	7	GA	no
270	2009 Toyota Sienna	13	5TDZK23C09S284727	2032	48,066	70	3	3	\$26,910	no	7	GA	no
271	2009 Toyota Sienna	13	5TDZK23C19S285854	2033	48,514	70	3	3	\$26,910	no	7	GA	yes
272	2009 Toyota Sienna	13	5TDZK23C49S286349	2034	59,240	70	3	3	\$26,910	no	7	GA	yes
273	2009 Toyota Sienna	13	5TDZK23CX9S286355	2035	96,861	70	3	3	\$26,910	no	7	GA	yes
274	2009 Toyota Sienna	13	5TDZK23C19S286597	2036	37,143	70	3	3	\$26,910	no	7	GA	yes
275	2009 Chevy Express	13	1GAHG35K691156425	2050	107,374	70	3	3	\$26,910	no	12	GA	no
276	2009 Chevy Express	13	1GAHG35K791155459	2051	68,461	70	3	3	\$26,910	no	12	GA	no
277	2009 Chevy Express	13	1GAHG35K591155282	2052	59,210	70	3	3	\$26,910	no	12	GA	no
278	2009 Chevy Express	13	1GAHG35K391156673	2053	38,140	70	3	3	\$26,910	no	12	GA	no
279	2009 Chevy Express	13	1GAHG35K491156567	2054	70,057	70	3	3	\$26,910	no	12	GA	no
280	2009 Chevy Express	13	1GAHG35KX91156010	2055	67,190	70	3	3	\$26,910	no	12	GA	no
281	2009 Chevy Express	13	1GAHG35K191156705	2056	66,307	70	3	3	\$26,910	no	12	GA	no
282	2009 Chevy Express	13	1GAHG35K791156739	2057	54,951	70	3	3	\$26,910	no	12	GA	no
283	2009 Chevy Express	13	1GAHG35K191154713	2058	81,090	70	3	3	\$26,910	no	12	GA	no
284	2009 Chevy Express	13	1GAHG35K591156478	2059	46,637	70	3	3	\$26,910	no	12	GA	no
285	2009 Chevy Express	13	1GAHG35K691156442	2060	36,499	70	3	3	\$26,910	no	12	GA	no
286	2009 Chevy Express	13	1GAHG35K191156607	2061	34,505	70	3	3	\$26,910	no	12	GA	no
287	2009 Chevy Express	13	1GAHG35K291155823	2062	59,338	70	3	3	\$26,910	no	12	GA	no
288	2009 Chevy Express	13	1GAHG35K891166308	2063	37,378	70	3	3	\$26,910	no	12	GA	yes
289	2009 Chevy Express	13	1GAHG35K791166557	2064	87,029	70	3	3	\$26,910	no	12	GA	yes
290	2009 Chevy Express	13	1GAHG39KX91155224	2080	53,942	70	3	3	\$26,910	no	15	GA	no
291	2009 Chevy Express	13	1GAHG39KX91155675	2081	98,948	70	3	3	\$26,910	no	15	GA	no
292	2009 Chevy Express	13	1GAHG39K091156088	2082	75,050	70	3	3	\$26,910	no	15	GA	no
293	2010 Dodge Caravan	13	2D4RN5D15AR356401	2100	42,304	80	2	4	\$26,910	no	7	GA	no
294	2010 Dodge Caravan	13	2D4RN5D17AR356402	2101	36,168	80	2	4	\$26,910	no	7	GA	no
295	2010 Dodge Caravan	13	2D4RN5D10AR356404	2102	66,085	80	2	4	\$26,910	no	7	GA	no
296	2010 Dodge Caravan	13	2D4RN5D13AR356400	2103	62,126	80	2	4	\$26,910	no	7	GA	no
297	2010 Dodge Caravan	13	2D4RN5D19AR356403	2104	23,561	80	2	4	\$26,910	no	7	GA	no
298	2011 Dodge Caravan	13	2D4RN4DG7BR715120	2110	39,891	90	1	5	\$26,910	no	7	GA	yes
299	2011 Dodge Caravan	13	2D4RN4DG1BR715114	2111	54,817	90	1	5	\$26,910	no	7	GA	yes
300	2011 Dodge Caravan	13	2D4RN4DG3BR715115	2112	43,918	90	1	5	\$26,910	no	7	GA	yes
301	2011 Dodge Caravan	13	2D4RN4DG0BR715119	2113	17,677	90	1	5	\$26,910	no	7	GA	yes
302	2011 Dodge Caravan	13	2D4RN4DG8BR715112	2114	23,002	90	1	5	\$26,910	no	7	GA	yes
303	2011 Dodge Caravan	13	2D4RN4DG0BR715122	2115	25,118	90	1	5	\$26,910	no	7	GA	yes
304	2011 Dodge Caravan	13	2D4RN4DH7BR715117	2116	25,390	90	1	5	\$26,910	no	7	GA	yes

	Year/Make/Model	Vehicle Code	Vehicle Identification Number	Agency Vehicle Number	Current Odometer	Condition (points)	Age Years	Remaining Useful Life (years)	Replacement Cost	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)
305	2011 Dodge Caravan	13	2D4RN4DG9BR715121	2117	15,789	90	1	5	\$26,910	no	7	GA	yes
306	2011 Dodge Caravan	13	2D4RN4DG9BR715118	2118	36,962	90	1	5	\$26,910	no	7	GA	yes
307	2011 Dodge Caravan	13	2D4RN4DG2BR732486	2119	14,460	90	1	5	\$26,910	no	7	GA	yes
308	2011 Dodge Caravan	13	2D4RN4DGXBR715113	2120	23,299	90	1	5	\$26,910	no	7	GA	yes
309	2011 Dodge Caravan	13	2D4RN4DG5BR715116	2121	18,630	90	1	5	\$26,910	no	7	GA	yes
310	2011 Dodge Caravan	13	2D4RN4DG7BR732497	2122	19,457	90	1	5	\$26,910	no	7	GA	yes
311	2011 Dodge Caravan	13	2D4RN4DG4BR732487	2123	49,326	90	1	5	\$26,910	no	7	GA	yes
312	2011 Dodge Caravan	13	2D4RN4DG6BR732491	2124	18,861	90	1	5	\$26,910	no	7	GA	yes
313	2011 Dodge Caravan	13	2D4RN4DG3BR732495	2125	27,390	90	1	5	\$26,910	no	7	GA	yes
314	2011 Dodge Caravan	13	2D4RN4DGXBR732493	2126	38,363	90	1	5	\$26,910	no	7	GA	yes
315	2011 Dodge Caravan	13	2D4RN4DG5BR732496	2127	31,073	90	1	5	\$26,910	no	7	GA	yes
316	2011 Dodge Caravan	13	2D4RN4DG0BR788801	2128	26,629	90	1	5	\$26,910	no	7	GA	yes
317	2011 Dodge Caravan	13	2D4RN4DG2BR788802	2129	19,686	90	1	5	\$26,910	no	7	GA	yes
318	2011 Dodge Caravan	13	2D4RN4DGXBR788787	2130	21,151	90	1	5	\$26,910	no	7	GA	yes
319	2011 Dodge Caravan	13	2D4RN4DG1BR788788	2131	40,545	90	1	5	\$26,910	no	7	GA	yes
320	2011 Dodge Caravan	13	2D4RN4DG3BR788789	2132	15,647	90	1	5	\$26,910	no	12	GA	yes
321	2011 Ford Econoline	13	1FBNE3BL9BDA90474	2140	26,551	90	1	5	\$26,910	no	12	GA	yes
322	2011 Ford Econoline	13	1FBNE3BL0BDA90475	2141	41,056	90	1	5	\$26,910	no	12	GA	yes
323	2011 Ford Econoline	13	1FBNE3BL4BDA90480	2142	41,244	90	1	5	\$26,910	no	12	GA	yes
324	2011 Ford Econoline	13	1FBNE3BL8BDA90465	2143	48,355	90	1	5	\$26,910	no	12	GA	yes
325	2011 Ford Econoline	13	1FBNE3BL6BDA90464	2144	42,708	90	1	5	\$26,910	no	12	GA	yes
326	2011 Ford Econoline	13	1FBNE3BL5BDA90472	2145	49,695	90	1	5	\$26,910	no	12	GA	yes
327	2011 Ford Econoline	13	1FBNE3BL5BDA90469	2146	50,449	90	1	5	\$26,910	no	12	GA	yes
328	2011 Ford Econoline	13	1FBNE3BL8BDA90482	2147	46,574	90	1	5	\$26,910	no	12	GA	yes
329	2011 Ford Econoline	13	1FBNE3BL7BDA90473	2148	14,118	90	1	5	\$26,910	no	12	GA	yes
330	2011 Ford Econoline	13	1FBNE3BL1BDA90467	2149	39,835	90	1	5	\$26,910	no	12	GA	yes
331	2011 Ford Econoline	13	1FBNE3BL3BDA90471	2150	30,642	90	1	5	\$26,910	no	12	GA	yes
332	2011 Ford Econoline	13	1FBNE3BL4BDA90477	2151	53,570	90	1	5	\$26,910	no	12	GA	yes
333	2011 Ford Econoline	13	1FBNE3BLXBD90466	2152	57,135	90	1	5	\$26,910	no	12	GA	yes
334	2011 Ford Econoline	13	1FBNE3BL6BDA90478	2153	51,552	90	1	5	\$26,910	no	12	GA	yes
335	2011 Ford Econoline	13	1FBNE3BL6BDA90481	2154	38,965	90	1	5	\$26,910	no	12	GA	yes
336	2011 Ford Econoline	13	1FBNE3BL1BDA90484	2155	47,141	90	1	5	\$26,910	no	12	GA	yes
337	2011 Ford Econoline	13	1FBNE3BL1BDA90470	2156	46,250	90	1	5	\$26,910	no	12	GA	yes
338	2011 Ford Econoline	13	1FBNE3BL8BDA90479	2157	52,294	90	1	5	\$26,910	no	12	GA	yes
339	2011 Ford Econoline	13	1FBNE3BLXBD90483	2158	35,925	90	1	5	\$26,910	no	12	GA	yes
340	2011 Ford Econoline	13	1FBNE3BL3BDA90468	2159	37,695	90	1	5	\$26,910	no	12	GA	yes
341	2011 Ford Econoline	13	1FBNE3BL2BDA90476	2160	47,558	90	1	5	\$26,910	no	12	GA	yes
342	2011 Ford Econoline	13	1FBSS3BL6BDA90492	2170	30,108	90	1	5	\$26,910	no	15	GA	yes
343	2011 Ford Econoline	13	1FBSS3BLXBD90494	2171	30,351	90	1	5	\$26,910	no	15	GA	yes
344	2011 Ford Econoline	13	1FBSS3BL8BDA90493	2172	22,541	90	1	5	\$26,910	no	15	GA	yes
345	2012 Dodge Caravan	13	2C4RDGBG7CR281433	2200	14,361	100	0	6	\$26,910	no	7	GA	yes
346	2012 Dodge Caravan	13	2C4RDGBG8CR281442	2201	16,187	100	0	6	\$26,910	no	7	GA	yes
347	2012 Dodge Caravan	13	2C4RDGBG9CR281434	2202	8,410	100	0	6	\$26,910	no	7	GA	yes
348	2012 Dodge Caravan	13	2C4RDGBG1CR281430	2203	10,997	100	0	6	\$26,910	no	7	GA	yes
349	2012 Dodge Caravan	13	2C4RDGBG3CR281428	2204	15,005	100	0	6	\$26,910	no	7	GA	yes

	Year/Make/Model	Vehicle Code	Vehicle Identification Number	Agency Vehicle Number	Current Odometer	Condition (points)	Age Years	Remaining Useful Life (years)	Replacement Cost	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)
350	2012 Dodge Caravan	13	2C4RDGBG6CR281441	2205	12,287	100	0	6	\$26,910	no	7	GA	yes
351	2012 Dodge Caravan	13	2C4RDGBG4CR281440	2206	25,583	100	0	6	\$26,910	no	7	GA	yes
352	2012 Dodge Caravan	13	2C4RDGBG6CR281438	2207	16,495	100	0	6	\$26,910	no	7	GA	yes
353	2012 Dodge Caravan	13	2C4RDGBG3CR281431	2208	6,221	100	0	6	\$26,910	no	7	GA	yes
354	2012 Dodge Caravan	13	2C4RDGBG2CR281436	2209	7,721	100	0	6	\$26,910	no	7	GA	yes
355	2012 Dodge Caravan	13	2C4RDGBGXCR281426	2210	26,998	100	0	6	\$26,910	no	7	GA	yes
356	2012 Dodge Caravan	13	2C4RDGBGXCR281443	2211	22,217	100	0	6	\$26,910	no	7	GA	yes
357	2012 Dodge Caravan	13	2C4RDGBG5CR281429	2212	17,717	100	0	6	\$26,910	no	7	GA	yes
358	2012 Dodge Caravan	13	2C4RDGBG8CR281439	2213	7,034	100	0	6	\$26,910	no	7	GA	no
359	2012 Dodge Caravan	13	2C4RDGBG5CR281432	2214	24,003	100	0	6	\$26,910	no	7	GA	yes
360	2012 Dodge Caravan	13	2C4RDGBG4CR281437	2215	9,242	100	0	6	\$26,910	no	7	GA	no
361	2012 Dodge Caravan	13	2C4RDGBG0CR281435	2216	21,232	100	0	6	\$26,910	no	7	GA	yes
362	2012 Dodge Caravan	13	2C4RDGBG1CR281427	2217	19,227	100	0	6	\$26,910	no	7	GA	yes
363	2012 Chevy Express	13	1GAZGYFA5C1146340	2220	11,757	100	0	6	\$26,910	no	12	GA	yes
364	2012 Chevy Express	13	1GAZGYFA7C1144945	2221	16,185	100	0	6	\$26,910	no	12	GA	yes
365	2012 Chevy Express	13	1GAZGYFA3C1146532	2222	27,940	100	0	6	\$26,910	no	12	GA	yes
366	2012 Chevy Express	13	1GAZGYFA7C1144735	2223	35,743	100	0	6	\$26,910	no	12	GA	yes
367	2012 Chevy Express	13	1GAZGYFA3C1146028	2224	35,707	100	0	6	\$26,910	no	12	GA	yes
368	2012 Chevy Express	13	1GAZGYFA1C1145220	2225	25,098	100	0	6	\$26,910	no	12	GA	yes
369	2012 Chevy Express	13	1GAZGYFAXC1146530	2226	24,547	100	0	6	\$26,910	no	12	GA	yes
370	2012 Chevy Express	13	1GAZGYFA9C1146681	2227	29,887	100	0	6	\$26,910	no	12	GA	yes
371	2012 Chevy Express	13	1GAZGYFA4C1146264	2228	35,801	100	0	6	\$26,910	no	12	GA	yes
372	2012 Chevy Express	13	1GAZGYFA3C1145056	2229	20,134	100	0	6	\$26,910	no	12	GA	yes
373	2012 Chevy Express	13	1GAZGYFA0C1145239	2230	32,976	100	0	6	\$26,910	no	12	GA	yes
374	2012 Chevy Express	13	1GAZG1FG4C1147166	2240	29,157	100	0	6	\$26,910	no	15	GA	yes

**Public Transportation Management System
Owned Equipment Inventory**

Agency/Organization: Intercity Transit
Date: July 30 2013

	Equipment Code and Description	Condition (points)	Age (years)	Remaining Useful Life (years)	Replacement Cost (\$)	Comments <i>(If more than two lines, please attach a separate comment page)</i>
1.	Telephone System	66	8	2	\$200,000	Software patches and parts replacements as needed
3.	CAD/AVL	84	8	2	\$6,000,000	Regular software patches
4.	Paratransit Dispatch Software	84	8	2	\$450,000	
5.	Mobile Digital Surveillance System	90	5	4	\$850,000	Camera installation should be included in new bus replacements
6.	Fuel Management System	99	1	9	\$300,000	operating and accepted 2012
7.	Bus Wash Systems	86	4	11	\$400,000	
8.	Fixed Route Runcutting & Scheduling Software	69	9	1	\$100,000	Frequent software patches as needed to integrate with AVL system
9.	Inventory & Accounting Software	91	8	2	\$750,000	last major upgrade 7 years ago. freq minor upgrades
10.	Digital Voice Recording System	39	8	2	\$100,000	Feature of on-bus announcement system with CAD/AVL system

**Public Transportation Management System
Owned Facility Inventory**

Agency/Organization: Intercity Transit
Date: July 30, 2013

Facility Code	Facility Name	Condition (points)	Age (years)	Remaining Useful Life (years)	Replacement Cost (\$)	Comments <i>(if more than two lines, please attach a separate comment page)</i>
1. January 23, 1900	Administration Building	71	28	21	\$5,500,000	
2. January 11, 1900	Maintenance Building	68	28	21	\$16,500,000	
3. January 6, 1900	Olympia Transit Center	75	19	31	\$9,000,000	
4. January 6, 1900	Lacey Transit Center	78	18	32	\$3,500,000	
5. January 24, 1900	Amtrak Depot and P&R	81	20	19	\$2,500,000	Local jurisdictions participate in lease agreement
6. January 9, 1900	Martin Way Park & Ride	88	30	37	\$3,800,000	Owned by WSDOT. Lot/capacity redesigned & doubled in 2009
7. January 9, 1900	Hawks Prairie Park & Ride	99	1	40	\$8,000,000	Leased from Thurston Co: 20 year lease w/ 20 year renewal. Opened late 2012
8.						

Appendix D

Operating Data

2012 Summary of Fixed Route Services

Route	Headways					Revenue Service Hours			Revenue Service Miles		
	Weekday			Sat	Sun	Wkdy	Sat	Sun	Wkdy	Sat	Sun
	Peak	Mid	Night								
12-W. Tumwater	30	60	60	60	60	6,529	740	653	90,895	10,187	9,174
13-E. Tumwater	15	15	60	60	60	13,416	651	633	150,444	7,753	7,326
21-N. Bethel	30	60		60	60	2,602	303	321	33,325	3,869	4,092
41-TESC	15	30	30	30	30	10,316	1,580	1281	131,632	20,015	16,253
42-Family Court	25	25				1,518			15,939		
43-SPSCC/Tumwater	30	30		60		6,874	543		86,528	7,093	
44-SPSCC/Westfield	30	30	30	30	60	8,161	1,395	655	102,351	17,550	8,250
45-Conger/Westfield	30	60		60		3,797	598		38,110	5,262	
47-Westfield/CMC	30	30		60	60	6,958	602	637	67,835	5,980	6,325
48-Westfield/TESC	30	30	30	30		7,845	1,395		105,476	18,673	
49-Westfield Mall					30			623			6,452
60-Lilly/Panorama	30	60		60	60	7,210	888	903	75,130	9,519	9,709
62A-Martin/Meridian	30	30	60	30	60	11,082	1,629	993	135,087	20,166	13,514
62B-Martin/Meadows	30	30	60	30	60	11,963	1,867	985	151,518	23,972	13,860
64-College/Amtrak	30	60		60	60	10,749	1,289	1257	122,360	14,622	14,223
66-Ruddell	30	30	60	30	30	12,025	2,081	1957	152,761	26,634	24,723
67-Tri-Lakes	60	60		60		3,435	559		52,224	8,637	
68-Carpenter/Yelm Hwy	30	60		60	60	10,174	1,235	1306	160,072	19,032	20,130
94-Yelm	30/ 60	30/ 60		60/ 75	135	11,336	1,250	708	211,493	25,672	14,641
101-Dash	12/ 15	12/ 15		10		5,963	348	16	49,983	2,534	115
411-Nightline			60	60	60	126	126	99	1,734	1,734	1,336
603-Olympia/Tacoma	30	90				6,333			146,160		
605-Olympia/Tacoma	30	90				6,354			151,332		
612-Lacey/Tacoma	1-AM 1-PM					674			16,256		
620-Oly/Tacoma Mall				60/ 90	60/ 90		1,140	1205		28,314	29,948
System Totals						165,440	20,221	14,233	2,248,645	277,219	200,069
2012 Totals						199,894			2,725,932		

2012 Route Service Summary

Route	Total Boardings	Revenue Hours	Board/ Hour	Rating	Comments
Trunk Routes					
13-E. Tumwater	365,827	14,700	24.9	Marginal	
41-TESC	571,896	13,177	43.4	Exceeds	
44-SPSCC/Westfield	279,465	10,211	27.4	Satisfactory	
48-Westfield/TESC	374,861	9,241	40.6	Exceeds	Runs weekday & Saturday.
49-Westfield Mall	26,180	623	42.0	Exceeds	Runs Sunday only.
62A-Martin/Meridian	389,568	13,704	28.4	Satisfactory	
62B-Martin/Meadows	372,550	14,815	25.1	Satisfactory	Improved. Marginal last year.
66-Ruddell	338,611	16,063	21.1	Marginal	
Secondary Routes					
12-W. Tumwater	129,225	7,922	16.3	Satisfactory	Improved. Marginal last year.
21-N. Bethel	87,036	3,226	27.0	Exceeds	
43-Barnes Blvd	210,206	7,417	28.3	Exceeds	
45-Conger/Westfield	44,487	4,395	10.1	Marginal	
47-Westfield/CMC	192,848	8,198	23.5	Satisfactory	
60-Lilly/Panorama	132,880	9,001	14.8	Marginal	
64-College/Amtrak	232,150	13,294	17.5	Satisfactory	
67-Tri Lake	41,599	3,994	10.4	Marginal	
68-Carpenter/Boulevard	232,070	12,715	18.3	Satisfactory	
94-Yelm	205,065	13,294	15.4	Satisfactory	Improved. Marginal last year.
Specialized & Shuttle Routes					
42-Family Court	8,195	1,518	5.4	Unsatisfactory	Limited service. Runs only weekdays during AM/Noon/PM peak.
101-Dash	98,427	6,327	15.6	Satisfactory	Improved during Legislative session but decreased on Saturdays. Productivity: Session 19.6, Non-session 14.3, Saturdays 14.2
411-Nightline/TESC	15,214	352	43.2	Exceeds	8% increase. Operates Fri/Sat/Sun late night during academic year (under contract).
Express Routes					
Per Trip					
603-Olympia/Tacoma	81,453	6,333	18.7	Satisfactory	Riders per trip. Runs Weekdays only.
605-Olympia/Tacoma	102,414	6,354	22.2	Satisfactory	Riders per trip. Runs Weekdays only.
612-Lacey/Tacoma	8,471	674	16.5	Satisfactory	Riders per trip. Runs Weekdays only.
620-Oly/Tacoma Mall	26,856	2,345	13.9	Marginal	Riders per trip. Runs Sat/Sun only.
<i>Express Total</i>	219,194	15,707	19.2	<i>Satisfactory</i>	Boardings increased 5.4%
Fixed Route Totals	4,567,554	199,894	22.8	Change from 2011: Boardings up 1.4%, Hours up 0.4%, Boardings per Hour up 1.1%.	
Other Intercity Transit Services					
Dial-A-Lift Service	143,913	--	--	.08% increase in boardings above 2011	
Vanpools	740,824	--	--	8.32% increase in boardings above 2011	
System Total	5,452,291			2.15% increase above 2011 of 5,337,669	

Performance Standard

Standard	Trunk	Primary	Secondary	Rural	Commuter	Express
Riders per Hour					Riders per Trip	
Exceeds standard	>40	>30	>25	>20	25 or more	25 or more
Satisfactory	25-40	20-30	15-25	12-20	15.0 to 24.9	15.0 to 24.9
Marginal	20-24	15-19	10-14	9-11	10.0 to 14.9	10.0 to 14.9
Unsatisfactory	<20	<15	<10	<9	Less than 10	Less than 10

2012 Vehicle Assignment Analysis

Route	High Load*	Interlined Routes	Vehicle Assigned**	Comments
Trunk Routes				
13-E. Tumwater	65	12, 41, 45, 66	Large Bus	Runs Mon-Sun.
41-TESC	82	13	Large Bus	Runs Mon-Sun.
44-SPSCC/Westfield	61	62A, 62B	Large Bus	Runs Mon-Sun.
48-Westfield/TESC	76	66, 94	Large Bus	Runs Mon-Sat.
49-Westfield Mall	36	66	Large Bus	Runs Sunday.
62A-Martin/Meridian	55	43, 44	Large Bus	Runs Mon-Sun.
62B-Martin/Meadows	63	43, 44	Large Bus	Runs Mon-Sun.
66-Ruddell Road	58	13, 48, 49	Large Bus	Runs Mon-Sun.
Secondary Routes				
12-W. Tumwater	68	13, 45, 64	Medium Bus	Runs Mon-Sun.
21-N. Bethel	49	47, 60	Small Bus	Runs Mon-Sun.
43-SPSCC/Barnes	58	62A, 62B	Large Bus	Runs Mon-Sat.
45-Conger/Westfield	48	12, 13	Medium Bus	Runs Mon-Sat.
47-Westfield/CMC	49	21, 60, 68	Medium Bus	Runs Mon-Sun.
60-Lilly/Panorama	40	21, 47	Small Bus	Runs Mon-Sun.
64-College/Amtrak	43	12, 13	Medium Bus	Runs Mon-Sun.
67-Tri Lake	51	None	Small Bus	Runs Mon-Sat.
68-Carpenter/Boulevard	67	47	Medium Bus	Runs Mon-Sun.
94-Yelm	58	48	Large Bus	Runs Mon-Sun.
Specialized & Shuttle Routes				
42-Family Court	28	None	Small Bus	Limited service. Operates weekdays during AM/Noon/PM peak.
101-Dash	52	None	Small Bus	Weekdays: all year. Saturdays: April-September
411-Nightline/TESC	71	None	Large Bus	Runs Fri/Sat/Sun late night during class quarters.
Express Routes				
603-Olympia/Tacoma	85	605	Large Bus	Runs weekdays only.
605-Olympia/Tacoma	76	603, 612	Large Bus	Runs weekdays only.
612-Lacey/Tacoma	62	605	Large Bus	Runs weekdays only.
620-Oly/Tacoma Mall	61	None	Large Bus	Runs weekends only.

* High Load: Based on APC data provides highest passenger load by route during 2012 (not average trip load).

** Recommended Vehicle Assignment:

Large Bus: Low Floor 40' - Seating Capacity: 38

Medium Bus: Low Floor 35' - Seating Capacity: 32

Small Bus: Low Floor 30' - Seating Capacity Av: 23

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-C
MEETING DATE: September 4, 2013

FOR: Intercity Transit Authority

FROM: Dennis Bloom, Planning Manager, 705-5832

SUBJECT: Evergreen State College Late Night Service

1) **The Issue:** Whether to authorize a reimbursement contract with The Evergreen State College (TESC) for the continuation of "Late Night" service.

2) **Recommended Action:** Authorize the General Manager to renew the reimbursement agreement with TESC for providing Late Night Service during the 2013 - 2014 academic year (Fall, Winter, Spring quarters) at a cost of \$43,753.

3) **Policy Analysis:** Although the per-quarter cost is small, the annual value of the contract exceeds the \$25,000 threshold.

4) **Background:** The Evergreen State College and Intercity Transit entered into an initial agreement and operation of the service for the spring quarter of 2008 with the option to continue six academic year extensions of the contract (thru 2013-14). After a successful demonstration of the service, the Authority approved subsequent contract extensions for each of the academic years starting in 2008.

Under the terms of the original agreement, TESC seeks to continue the service with an extension to cover the upcoming 2013 - 2014 academic year. There is no change in the 405 vehicle service hours that are currently provided under the contract, but the hourly cost for the coming year increased 3.02%. We have proposed a quarterly charge of \$14,584.33 for contract renewal.

5) **Alternatives:**

- A. Authorize the General Manager to renew the reimbursement agreement with TESC for providing Late Night Service during the 2013-2014 academic year (Fall, Winter, Spring quarters) at a cost of \$43,753.
- B. Direct staff to renegotiate.

6) **Budget Notes:** The contract rate of \$14,584.33 per quarter covers our expenses and reflects a 3.02% increase over last year's contract. The contract does allow for reconsideration of the costs in subsequent quarters.

7) **Goal Reference:** Goal #4, "Provide responsive transportation options."

8) **References:** N/A

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-D
MEETING DATE: September 4, 2013

FOR: Intercity Transit Authority
FROM: Marilyn Hemmann, 705-5833
SUBJECT: Maintenance Contract for ACS System

-
- 1) **The Issue:** Enter into a new five-year maintenance contract for the ACS radio system.
-
- 2) **Recommended Action:** Authorize the General Manager to enter into a five-year maintenance contract with ACS/Xerox for the agency radio system and payment for the first year of services in the amount of \$173,622, including taxes.
-
- 3) **Policy Analysis:** The procurement policy states the Authority must approve any contract over \$25,000.
-
- 4) **Background:** In 2008, Intercity Transit completed the installation of the ACS radio system and subsequently entered into a five-year maintenance agreement for the system. That contract will expire September 26, 2013. A new maintenance contract has been negotiated with ACS/Xerox to cover the next five years operation of the radio system. Staff reviewed the actual maintenance cost for previous years and our knowledge of the needs of the current system. The costs of services for each year of the agreement have been established and staff believes they are fair and reasonable.
-
- 5) **Alternatives:**
- A) Authorize the General Manager to enter into a five-year maintenance contract with ACS/Xerox for the agency radio system and payment for the first year of services in the amount of \$173,622, including taxes.
 - B) Defer action. The current maintenance term expires September 26, 2013. Deferred action may increase the costs, delay repairs or create operational problems for the radio system if it is necessary to locate alternative repair expertise.
-
- 6) **Budget Notes:** The Information Systems' 2013 maintenance contract budget item includes \$170,000 for this expenditure. At the time the budget item was developed, the final negotiated price was not known. Several Information

Systems projects have come in under budget this year and staff anticipates there will be adequate funding in the division budget to cover the additional \$3,622.

7) **Goal References:** Goal #2: *"Provide outstanding customer service."*

8) **Reference:** None

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-E
MEETING DATE: September 4, 2013

FOR: Intercity Transit Authority

FROM: Ann Freeman-Manzanares, 705-5838

SUBJECT: Citizen Representative Recruitment

-
- 1) **The Issue:** Whether to conduct recruitment for the Citizen Representative positions whose terms end December 31, 2013.
-
- 2) **Recommended Action:** Provide staff direction.
-
- 3) **Policy Analysis:** Per the Authority Bylaws, Article IV, Section 4.3 - Selection - Citizen Representatives; it is the responsibility of the Authority to appoint, by a majority vote, the three Citizen Representative positions.
-
- 4) **Background:** Citizen Representative Karen Messmer's term ends December 31, 2013. She is eligible for reappointment for a second three-year term, per the Authority Bylaws (see section IV 4.3 Selection - Citizen Representatives as attached).

The Authority options include:

- A. Reappoint the incumbent for an additional three-year term; or
- B. Open the position for the purpose of soliciting and receiving applications from interested citizens, or appoint an interested citizen from a list maintained for that purpose.

There is no list at this time.

Chair Thies contacted Citizen Representative Messmer to determine her interest in continuing to serve on the Authority. She expressed a strong desire to serve another three-year term.

If the Authority should choose to open the position for a full recruitment, staff would advertise immediately using all outlets available including our website, Facebook, RiderAlert, The Olympian, Business Examiner, and the Nisqually Valley News. We also contact our CAC members along with the various jurisdictions to distribute materials to any persons expressing interest in their councils and planning commission positions.

At the December regular meeting, we would ask the Authority to select candidates for interview, and conduct interviews prior to the December 18 meeting. Citizen Representative Messmer would then be invited to apply for the position.

5) **Alternatives:**

A) Reappoint the incumbent for an additional three-year term.

B) Open the position for the purpose of soliciting and receiving applications from interested citizens.

6) **Budget Notes:** The recruitment process costs approximately, \$1,800. Funds are included in each annual budget.

7) **Goal Reference:** Conducting a successful Citizen Representative recruitment process is essential in carrying out all of the goals established by the Authority.

8) **References:** Authority Bylaws Section IV. AUTHORITY COMPOSITION, 4.3, Selection - Citizen Representatives.

II. NAME/OFFICES

The name of the public transportation area, duly established pursuant to the laws of the State of Washington, shall be Intercity Transit, the governing Board of Directors of which shall be called the Intercity Transit Authority, and shall be located at 526 Pattison SE, Olympia, Washington. The Intercity Transit Authority may establish such other offices, within Thurston County, as the Authority may determine necessary from time to time. (Res. 29-82; Res. 2-93; Res. 2-06)

III. POWERS, RIGHTS, RESPONSIBILITIES

The Authority shall be responsible for establishing and monitoring the policies of Intercity Transit, its budget and its service levels. The Authority shall appoint and oversee the performance of the General Manager of Intercity Transit. Nothing in these bylaws is intended to limit the general powers of the Authority; the Authority retains all powers granted to it under the laws of the State of Washington. (Res. 03-2007)

IV. AUTHORITY COMPOSITION

4.1 Composition. The Authority will consist of a governing board of eight (8) voting members and one (1) nonvoting member set forth as follows: (Res. 5-2010)

Five (5) elected members. A member of the county legislative authority, one elected official each from the Cities of Olympia, Lacey, Tumwater and Yelm.

Three (3) citizen representatives. Three citizens selected by the full Authority from citizens of recognized fitness for such positions, who reside within the boundaries of the Thurston County Public Transportation Benefit Area. (Res. 2-93; Res. 6-02).

One (1) nonvoting member recommended or selected in accordance with RCW 36.57A.050. (Res. 5-2010)

4.2 Selection - Elected Members. The five elected voting members of the Authority shall serve at the pleasure of appointing jurisdictions and shall hold office for a term determined by the appointing body. (Res. 2-93; Res. 6-02; Res. 5-2010).

4.3 Selection - Citizen Representatives. The three voting citizen representatives shall each be appointed by a majority vote of the Authority for a term of three calendar years (the original members having been appointed, so that one term expired at the end of each succeeding calendar year for three years, subsequent to the initial appointments) and an appointment for a three-year term

shall be made annually to fill an expiring term. Citizen representatives shall have full voting membership on the Authority. (Res. 5-2010)

Any citizen member may be removed for cause upon a majority vote of the Authority. Upon a vacancy in a position by death, resignation or other cause, a new member will be appointed for the unexpired portion of the term, upon a majority vote of the Authority. Upon the expiration of either a partial term or the first full term of a citizen representative position, the Authority may, by a majority vote, reappoint the citizen representative for a full three-year term, provided that a citizen representative shall not be appointed to more than three consecutive full three-year terms.

No later than its regular September meeting, the Authority will review the status of the expiring citizen representative position. The Authority may, by a majority vote, either: (Res. 2-06)

- 1) reappoint the incumbent for an additional three-year term,
- 2) open the position for the purpose of soliciting and receiving applications from interested citizens, or appoint an interested citizen from a list maintained for that purpose.

Should the Authority decide to open the position, the position opening will be advertised through the community with applications accepted until two weeks prior to the regular November meeting. At its November meeting, the Authority will choose an appropriate number of applicants as finalists to be interviewed by the Authority for the purpose of making a final selection which will be made before the end of the year. In the event a selection is not made by December 31, the incumbent shall serve until a replacement is named. (Res. 49-83, 79-86, 94-89, 4-91).

V. MEETINGS

5.1 Regular Meetings. All meetings of the Authority shall be open to the public except to the extent that executive sessions are authorized by law. Regular meetings of the Authority will be held once each month at its designated offices at a time and date established by resolution. (Res. 84-87; Res. 85-87; Res. 90-88)

5.2 Special Meetings. Special meetings may be called at any time by the Chair or by a majority of the whole Authority, provided each member receives personally, or by mail, written notice of the date, time, place of the meeting, and the matters to be taken up at the meeting at least 24 hours in advance.

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 7-F
MEETING DATE: September 4, 2013

FOR: Intercity Transit Authority

FROM: Ann Freeman-Manzanares, 705-5838

SUBJECT: Repeal Resolution 03-2011

1) **The Issue:** The appointment and retention of the public records officer is an internal staffing issue and does not require Authority approval.

2) **Recommended Action:** Repeal resolution 03-2011.

3) **Policy Analysis:** Per RCW 42.56.580, the agency must appoint and publicly identify a public records officer. The RCW does not state or imply that the governing board must make the appointment.

4) **Background:** In July 2011 staff requested the Authority approve Resolution 03-2011 formally appointing Intercity Transit's Public Records Officer. The request stated it was the Authority's responsibility to officially approve the resolution and formally make the appointment. Upon review, the RCW does not state or imply the governing board must make the appointment.

The essential duties of the General Manager includes the ability to assign and direct work internal to the organization. This would include selecting or changing the public records officer as necessary. Repealing this resolution would recognize the practical need for the General Manager to have authority over this personnel management issue.

5) **Alternatives:**

- A) Repeal Resolution 03-2011.
- B) Amend the resolution allowing the General Manager to appoint and/or change the public records officer.
- C) Request a new resolution in which the Authority appoints a new Public Records Officer.

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

7) **Goal Reference:** N/A

8) **References:** Resolution 03-2011.

**INTERCITY TRANSIT
RESOLUTION NO. 03-2011
APPOINTING AND PUBLICLY IDENTIFYING THE PUBLIC RECORDS OFFICER**

A **RESOLUTION** appointing and publicly identifying the Intercity Transit Public Records Officer.

WHEREAS, The Washington State Public Disclosure Act, (Chapter 42.56.580 RCW), requires all state and local government agencies to “appoint and publicly identify a public records officer whose responsibility is to serve as a point of contact for members of the public in requesting disclosure of public records and to oversee the agency’s compliance with the public records disclosure requirements” under Washington law; and

WHEREAS, it has been determined that the appropriate party to be the public records officer for Intercity Transit is the Executive Services Director.

NOW, THEREFORE, BE IT RESOLVED BY THE INTERCITY TRANSIT AUTHORITY, AS FOLLOWS:

Section 1. Pursuant to Chapter 42.56.580 RCW, the Executive Services Director is hereby designated as the public records officer for Intercity Transit.

Section 2. The person to whom members of the public may direct requests for the disclosure of public records of Intercity Transit and who will oversee Intercity Transit’s compliance with the public records disclosure requirements of the public disclosure laws of the State of Washington as now or hereafter amended (currently in Chapter 42.56.580 RCW) is:

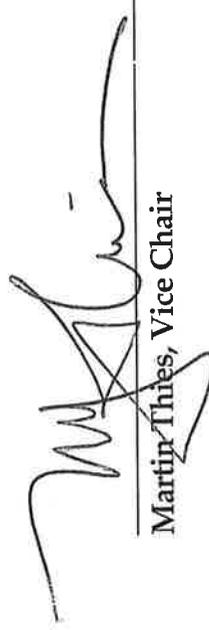
Rhodetta Seward, Executive Services Director
Intercity Transit
526 Pattison SE
PO Box 659
Olympia, WA 98507-0659

Section 3. Notice of the designation of Intercity Transit’s public records officer shall be made in a manner reasonably calculated to provide notice to the public of such designation, said notice to include, but not be limited to the following: posting at Intercity Transit’s administrative office and transit centers; posting on Intercity Transit’s internet web site; and posting in the agency’s central publications.

ADOPTED this 6th day of July, 2011

INTERCITY TRANSIT AUTHORITY

ATTEST


Martin Thies, Vice Chair


Rhodetta Seward, Executive Services
Director/Clerk to the Authority

APPROVED AS TO FORM


Thomas R. Bjorgen
Legal Counsel