

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
July 19, 2017

CALL TO ORDER

Chair Sullivan called the July 19, 2017, meeting of the Intercity Transit Authority to order at 5:30 p.m., at the administrative offices of Intercity Transit.

Members Present: Chair and City of Tumwater Councilmember Debbie Sullivan; Vice Chair and Citizen Representative Karen Messmer; City of Lacey Councilmember Virgil Clarkson; City of Olympia Councilmember Clark Gilman; Thurston County Commissioner Bud Blake; Citizen Representative Don Melnick; and Labor Representative Art Delancy.

Members Excused: Citizen Representative Ryan Warner; City of Yelm Councilmember Molly Carmody.

Staff Present: Ann Freeman-Manzanares; Katie Cunningham; Paul Koleber; Jim Merrill; Pat Messmer; Carolyn Newsome; Jeff Peterson; Eric Phillips; Heather Stafford-Smith; Thomas Van Nuys; Mark Kallas; Steve Krueger; Dennis Bloom; David Kolar; Katie Cunningham; Tammy Ferris.

Others Present: Citizen Advisory Committee Member, Denise Clark.

APPROVAL OF AGENDA

It was M/S/A by Citizen Representative Melnick and Councilmember Clarkson to approve the agenda as presented.

INTRODUCTIONS - None

PUBLIC COMMENT - None

APPROVAL OF CONSENT AGENDA ITEMS

It was M/S/A by Vice Chair /Citizen Representative and Citizen Representative Melnick to approve the consent agenda as presented.

A. Approval of Minutes: June 7, 2017, Regular Meeting; June 21, 2017, Special Meeting.

B. Payroll - June, 2017: \$3,301,769.00

Intercity Transit Authority Regular Meeting

July 19, 2017

Page 2 of 14

- C. Accounts Payable:** Warrants dated June 9, 2017, numbers 22917-22976, in the amount of \$304,333.84; Warrants dated June 23, 2017, numbers 22985-23037, in the amount of \$1,533,565.89. Automated Clearing House Transfers for June 2017 in the amount of \$6,552.67 for a monthly total of \$1,844.452.40.
- D. Purchase of Passenger Shelters:** Authorized the General Manager to issue a purchase order to Handi-Hut for 14 passenger shelters with kiosks. The purchase order is not-to-exceed \$59,515, including taxes and freight. (*Jeff Peterson*)
- E. Solar Lighting for Bus Stops:** Authorized the General Manager to issue a purchase order with Urban Solar Corp. in the not-to-exceed amount of \$32,096, inclusive of tax and shipping, for ten pole mounted and ten shelter mounted solar lighting systems to improve bus stop safety. (*Jeff Peterson*)

PUBLIC HEARING - None.

COMMITTEE REPORTS

- A. Thurston Regional Planning Council (TRPC).** Karen Messmer reported the TRPC met July 7. Members received an update presentation from WSDOT on the I-5/JBLM congestion relief project. Key items of interest included: On a daily basis, 70,000 people commute to JBLM; the new managed lanes will start out as general purpose, but they can move to HOV lanes with legislative support. Messmer indicated this will not solve the Nisqually congestion issue. There was no discussion about easing congestion by using vanpool or buses.

TRPC is hosting an open house/workshop about the urban corridors on August 30. Messmer is a member of the TRPC work program sub-committee. She encourages feedback from the Authority.

- B. Transportation Policy Board (TPB).** Don Melnick reported the TPB met July 12. Members received a briefing on the Rideshare Companies & Last Mile Transportation Service. As part of the transit and high capacity transportation discussion, an Uber representative discussed the role of rideshare companies, especially in providing "last mile" transportation - that often short and difficult distance from a hub to the final destination.

Melnick said he asked about the negotiations with Pierce Transit, and Uber said there are some challenges, for example, data sharing is an issue as it could impact their competitiveness. Also, Uber only accepts payment via smartphones, not cash.

- C. Citizen Advisory Committee.** This item was moved to before the General Manager's report.

NEW BUSINESS

A. Thurston County Proposed Cultural Arts and Convention Center.

Ramiro Chavez, Thurston County Manager, provided an update on the upcoming steps for the proposed convention center, designated under RCW 67.38.

The Commissioners took action on June 6 to set a public hearing for July 25, 2017, at 5:30 p.m. at the Thurston County Courthouse, Building 1. The statue is clear regarding the sequence of events that need to be played out. Within 60 days all municipalities must be informed and given the option to opt out. If the jurisdictions choose to participate in the project, no action is required. However, if a jurisdiction chooses to opt out they must pass a resolution that must be received by the County by the July 25 public hearing. Mr. Chavez is aware of one formal notification to opt out by the City of Tumwater.

Denise Clark arrived.

After the July 25 public hearing, the Legislative Authority has the option to redraw the boundaries of the district. The Legislative Authority has three years to place this measure before the voters. Voters by simple majority are the only ones who decide upon the creation of this district. The creation of this district does not include any financial strategy. It's simply asking the voters to create the district.

Assuming the Commissioners take action to place this on the ballot, and the voters approve by simple majority, the district is formed. The next step is determining the governing body that would consist of up to 9 voting members, and these can only be elected officials from the participating jurisdictions. The statute allows for one ex-officio voting member, and that is one way Intercity Transit can participate.

Once the governing body is formed then they approve the policies and procedures and bylaws. One of the first official business actions is to develop a comprehensive plan. This plan includes type, size and location of the project. This plan also needs to include a financial strategy and once put in place it's submitted to the Department of Commerce. Within 60 days of submittal, the Department of Commerce along with the state treasurer has to review the plan and take action whether to approve.

Should all of this occur, and the plan is approved, then the district has the option to submit to the voters the financial plan offering several options. One option being an ad valorem property tax levy in an amount equal to twenty-five cents or less per \$1,000 of assessed value of property in the district in each year for six consecutive years when specifically authorized to do so by a majority of at least three-fifths of the electors thereof approving a proposition authorizing the levies submitted at a general or special election.

Intercity Transit Authority Regular Meeting

July 19, 2017

Page 4 of 14

House Bill 1344 – only for Thurston County Region - allows payout over a period of 25 years rather than 9 years, which is significant because that allows for a larger infrastructure and longer time to pay off the cost of development. Another option is a public/private partnership with access to state and federal grants. This is a key element of how this district has the ability to create a partnership in order to build this facility. Chavez noted there are many checks and balances before going to the voters. The goal is to create an environment to have a conversation at the regional level and put the governing body of the district in a position to look beyond the municipal boundaries. The intent of this strategy is setting the stage to have a serious conversation because there are so many unknowns at this time. Chavez said this is the right time for Thurston County to move on this opportunity, and he encourages Intercity Transit to support this project.

Commissioner Blake said a project like this is important to all jurisdictions, and Intercity Transit and the Port of Olympia, because of the way things are going to the north and south of Thurston County. It will take several years before the project fits for everyone in Thurston County. Blake encourages everyone to attend the public hearing in support of the project.

Melnick said he would hope Intercity Transit has a role in deciding the location because the agency would need to serve it.

Gilman said he thought House Bill 1344 was about a courthouse renovation or replacement. Is that a separate legislation? Chavez said he believes the county used that as example but the legislation is not related to any specific improvements.

Messmer asked Chavez if he was asking someone from the Intercity Transit Board to speak at the hearing in support of this project. She doesn't believe she could support it as an individual member, especially in reference to the jurisdictions who sit on the Intercity Transit Board who have opted out. She heard that all of the jurisdictions who sit on the IT Board have opted out. It would be odd for the Transit Board to promote something that the majority of members have opted out of. However, the Board wants to be involved regarding where and how things happen, but should not participate in this discussion.

Melnick said he could see the Transit Board testifying in support of the project but with the aspiration to have a role in determining where it gets built, because IT's mission is to serve the transportation needs of the PTBA and he can see expressing a desire to be involved when the decision is made.

Messmer said she wants the Board to be cautious not to allow that to be portrayed as advocacy for the formation of the district.

Gilman said Thurston County desperately needs places for state meetings and other events to happen so they don't go north to Seatac. He said the City of Olympia opted out due to the timing and being surprised by using RCW 67.38. However, there is interest and willingness to have a regional conversation.

Sullivan said the City of Tumwater opted out due to the memory of past efforts to construct a convention center, and trying to understand how to work together but having more understanding/knowledge and what it takes to get jurisdictions through the process. She said the timeline for this project is very short and Tumwater is not comfortable moving forward. In addition, creating a quasi-judicial government is questionable. She is open to having a conversation, but is concerned how it affects the taxing district.

Clarkson said the Mayor asked each Lacey City Councilmember their opinion, and Clarkson said his opinion is that now is not the time due to the multitude of questions that need to be answered before he could render his support. He has no problem in having a regional conversation, but he wants the conversation to come before some of the things the county wants to put before the voters as was indicated because he thinks in that case you're putting a cart before the horse. Clarkson suggested waiting to see what the Nisqually Tribe does.

Chavez said he encourages the Transit Board to look at this as an opportunity to set the stage to have a conversation at a regional level where the boundaries will be Thurston County and that is the intent of this particular legislation.

Freeman-Manzanares asked how or if the conversation moves forward without the support of the jurisdictions. Chavez said when the county receives all of the resolutions from the jurisdictions and receives public testimony, after July 25, the Commissioners will go through all that they heard and the actions taken by the jurisdictions and will make a decision on next steps.

CAC member, Denise Clark said she hopes the jurisdictions and Intercity Transit would opt to have the regional conversation. And that Intercity Transit would at least have a place at the table to hear and get an understanding what the questions are and what is missing. As a CAC member and a citizen of Thurston County, it concerns her that she is hearing that the jurisdictions are opting out.

Gilman said it's not a broad conversation. It's a conversation about a very specific legislative funding tool and a particular set of ways to raise money in a particular board structure. Those are the constraints to the conversation. The jurisdictions would be agreeable to a conversation but not on such short notice.

In summary, the Intercity Transit Authority decided to step back and remain silent on this issue at this time.

- B. Bus Stop Pad Engineering Contract Award.** Procurement Coordinator, Tammy Ferris, presented for consideration a contract for Engineering and Construction Management services.

Two proposals were received by the submittal deadline and the evaluation team reviewed the proposals and both firms were selected for interview. Staff identified KPFF as the highest rated firm and recommended they be selected to provide engineering and construction management services for the project. As part of the selection process for KPFF, reference checks were also completed.

KPFF has expertise and a solid reputation in design, bidding support and construction management for projects such as ours. Project funding is subject to federal grant requirements and KPFF's proposal includes construction and documentation support to meet federal funding requirements. Based on the scope and proposed hours, staff feels the price to be fair and reasonable, and recommends the award of contract for the Bus Stop Pad Improvements project to KPFF.

The Bus Stop Enhancement project was developed to improve existing bus stops throughout the service area to meet ADA standards and improve safety. The Engineering and Construction Management Services contract includes the design, bid specifications, permitting support, and construction management and oversight to improve approximately 71 bus stops in Lacey, Olympia, Tumwater, Thurston County, and Yelm. Bus stops are selected throughout the service area based on ridership, local access needs and existing stop conditions.

It was M/S/A by Citizen Representative Melnick and Commissioner Blake to authorize the General Manager to enter into a contract with KPFF for Engineering and Construction Management Services in the amount of \$131,942.

- C. Geotechnical Engineering and Environmental Services Contract.** Procurement Coordinator, Tammy Ferris, presented for consideration a contract award for Geotechnical Engineering and Environmental Services.

As part of this contract, contingent tasks are also included in the event that soil or groundwater contamination is identified, which include surveying and sampling existing groundwater monitoring wells, drilling additional borings, and installation of additional groundwater monitoring wells. The budget for the contingency tasks will only be used in the event that soil or groundwater contamination is encountered.

We received eleven (11) proposals by the submittal deadline of May 12, 2017. An evaluation team reviewed the proposals and selected four (4) firms to interview. Following the interviews, the team identified Landau Associates as the highest rated firm and recommended they be selected to provide Environmental Services. As part of the review process for Landau Associates reference checks were also completed.

Landau Associates has expertise and a solid reputation in providing environmental services, UST assessment, remediation and decommissioning services for projects such as ours. Based on the scope and proposed hours, staff feels the price to be fair and reasonable, and recommends the award of contract for the UST Site Assessment and Decommissioning Plan project to Landau Associates.

It was M/S/A by Councilmember Gilman and Citizen Representative Messmer to authorize the General Manager to enter into a contract with Landau Associates for Geotechnical Engineering and Environmental Services for the Underground Storage Tank Site Assessment and Decommissioning Plan, for a total not-to-exceed amount of \$88,555 which includes a management reserve fund for contingent tasks in the amount of \$45,071.

- D. Dial-A-Lift Vehicle Purchase.** Procurement Coordinator, Katie Cunningham, presented for consideration the purchase of twelve (12) Aerotech Light Duty Ford (E-450) Cutaway Dial-A-Lift Vehicles. Five (5) of these will be expansion vehicles to support increasing service demands. Seven (7) of these will be replacement vehicles to replace 2008 and 2009 model year vehicles which have exceeded their expected lifespan and are ready to be removed from regular service.

The Washington State Department of Enterprise Services (DES) competitively bid and awarded its Contracts for Light to Medium Duty Transit Buses to the lowest responsive and responsible bidders by vehicle class, and Schetky Northwest, Inc. was selected for this vehicle class. As a member of the Washington State Purchasing Cooperative, Intercity Transit is eligible to purchase from this DES contract.

Through its evaluation process, DES verified fair and reasonable contract pricing and the contractor's ability to perform. Intercity Transit concurs with DES's assessment, and staff has confidence that these vehicles are mechanically sound and will serve our customers and Operations staff well.

It was M/S/A by Citizen Representative Melnick and Commissioner Blake to authorize the General Manager, pursuant to Washington State Contract 04115 to purchase twelve new Dial-A-Lift vehicles from Schetky Northwest, Inc. in an amount not-to-exceed \$1,664,148. There is no sales tax on Dial-A-Lift vehicles.

- E. Janitorial Services and Supplies.** Procurement Coordinator, Katie Cunningham, presented for consideration a two-year contract award to Buenavista Services, Inc. for Janitorial Services and Supplies at Intercity Transit facilities.

Intercity Transit's current Janitorial Services and Supplies contract will reach its maximum term and expire on August 31, 2017. In order to establish a new contract, Intercity Transit released a Request for Proposals (RFP) for Janitorial Services and Supplies on May 23, 2017. The RFP specified required Janitorial Services and

Supplies at the following Transit Facilities: Administration Building, Maintenance Facility, Olympia Transit Center, Lacey Transit Center, Amtrak Depot, and Pacific Avenue Office.

A total of seven (7) proposals were received by the submittal deadline of June 14, 2017. Based on the RFP evaluation process, which consisted of review of non-cost proposal factors, cost proposal factors, proposer interviews and references, Intercity Transit determined that Buenavista Services, Inc. is the responsible proposer who best meets all RFP requirements and is the most advantageous to Transit in providing Janitorial Services and Supplies.

Through the evaluation process, Buenavista Services was identified as both the lowest cost and top-ranked firm. The firm has been in business since 1996 and currently provides Janitorial Services for Community Transit, Sound Transit, the City of Seattle, and Pierce County, as well as other public and private agencies.

It was M/S/A by Citizen Representative Melnick and Councilmember Clarkson to authorize the General Manager, to enter into a two-year contract with three one-year renewal options, with Buenavista Services, Inc. to provide Janitorial Services and Supplies at Intercity Transit facilities in an amount not-to-exceed \$265,656, including taxes, for the initial two-year term.

Commissioner Blake left the meeting.

- F. Appointing an Auditing Officer.** Finance Manager, Suzanne Coit, presented for consideration the adoption of Resolution 05-2017, revising the appointed Auditing Officer; and combining Resolutions 86-87, 75-86, and 10-80 into one Resolution to reflect the current process of issuing warrants and checks.

Resolution 86-87 appointed the "Director of Administrative Services" as the Auditing Officer. On April 3, 2017, Intercity Transit combined Human Resources, Finance and Information Systems into one department called "Administrative Services." Heather Stafford-Smith, previously the HR Director, now leads all three divisions as the Administrative Services Director. The Finance Manager, who oversees Intercity Transit's accounting functions, which includes accounts payable and payroll, is the logical choice to be designated as the Auditing Officer.

In addition, Resolutions 10-80, 75-86 and 86-87 were approved amending various processes pertaining to the issuance of warrants and checks. Resolution 05-2017 will combine these three resolutions into one resolution to reflect the current process of issuing warrants and checks.

It was M/S/A by Citizen Representative Messmer and Councilmember Clarkson to adopt Resolution 05-2017 appointing an Auditing Officer.

- G. Interlocal Agreement with the City of Tumwater.** Development Director, Eric Phillips, presented for consideration an Interlocal Agreement (ILA) with the City of Tumwater supporting project coordination and support for design and construction of the Tumwater Square Improvements.

In June of 2015 Intercity Transit was awarded a Congestion Mitigation Air Quality (CMAQ) grant of \$198,950 from Thurston Regional Planning Council for the construction of Tumwater Square Station improvements. The total construction project with local match (\$31,050) is \$230,000. The original application to TRPC included agency support from the City of Tumwater toward the design and construction management portion of the project in order to leverage the construction dollars to complete the improvements. Following notice of award Intercity Transit began coordinating with the City of Tumwater staff on the completion of the design and bid package. This ILA advances the implementation of the project in accord with the grant application and supports completion of the project as planned.

The Interlocal agreement provides clarification on responsibilities of each jurisdiction, provides that Intercity Transit is the grant fund recipient and is solely responsible for tracking, documenting, and meeting the FTA grant requirements. The ILA also provides that the City of Tumwater will support Intercity Transits efforts to meet these Federal grant requirements and spells out that the City of Tumwater will provide the design and bid documents, support the bid tabulation and construction management documentation, and establishes that the support provided by Tumwater is not a match to the grant funding. The City of Tumwater approved the ILA at their June 20, 2017, City Council meeting.

ILA's are an efficient tool to support coordination between two local agencies working cooperatively. The Tumwater Square Station Improvements as addressed under the ILA provide the supportive framework and defines roles and responsibilities for each agency while also providing support related to tracking and managing the project in accordance with FTA grant requirements. Both agencies attorneys reviewed the ILA as presented for consideration. The construction contract for Tumwater Square Station improvements will be presented to the ITA as a separate contract recommendation later this summer.

It was M/S/A by Councilmember Clarkson and Citizen Representative Melnick to authorize the General Manager to enter into an ILA with the City of Tumwater clarifying roles and responsibilities related to the coordination, design and construction of the Tumwater Square bus transfer area improvements.

- H. Review Draft of Annual Update of the Transit Development Plan.** Planning Manager, Dennis Bloom, presented for discussion the highlights of the annual draft 2017-2022 Transit Development Plan and the 2016 Annual Report.

He covered three phases to the document: The description of the system from the previous year (2016 summary); description of plan changes to services and facilities (2017-22); and Operating and Capital financing elements of the previous year (2016) budgeted for the current year (2017), planned for the next five years (2018-22).

Bloom reviewed the draft document by section. Highlights include:

Section 3 – Service Characteristics

- Fixed route service recovered close to 12% operating costs for local service and 9% for express routes.
- Ridership is down 4% from 2015, with over four million boardings.
- Dial-A-Lift recovered about 3.5% of operating costs with boardings up 3% with a total of 166,213 boardings.
- Vanpool Services: By the end of 2016 there were a total of 177 commuter vanpools which was a decrease of 192 from the previous year. Still averaging 1,300 daily riders. Recovered 93.4% of operating costs.
- Village Vans: Provided employment support for 180 individuals in 2016 and provided over 6,500 rides – 40% increase over 2015.
- Commute Trip Reduction: There are 197 active worksites, of which 191 are affected sites and 6 are voluntary.
- Land Use Review: Staff received 348 submissions, reviewed 9 and commented on 6 applications requesting transit amenities.

Section 6 – State Proposed Action Strategies 2017-2022

- The Hazard Mitigation Emergency Plan was added to this section under Safety.

Section 7 – Summary of Proposed Changes 2017-2022

- Now reflective of budget discussions. There is replacement equipment noted for fixed route service and Dial-A-Lift service and vanpool needs.

Section 8 and 9 – Capital Improvement Program 2016-2022 / Operating Revenues 2016-2022

Clarkson asked how many requests does staff receive for public viewing of the document. Bloom said traditionally, staff does not receive many requests. Most people who have an interest download information off the website or view the document at the public library. Once the TDP gets approved, it gets sent to all of the jurisdictions and private sectors and tribes.

Messmer likes the Route Service Summary because it gives a picture of how the agency is doing in terms of route performance. She noted a correction to Route 68 on pages 35 and 36.

Melnick said he would like to see something mentioned about how Intercity Transit is trying to accommodate growth within financial constraints.

- I. **Intercity Transit Hazards Mitigation Plan.** Freeman-Manzanares provided a briefing on Intercity Transit's portion of the Hazards Mitigation Plan for the Thurston Region. In an effort to manage risk, contain costs and promote sustainable communities, the federal government outlined new hazard mitigation planning requirements for states, tribes, and local governments in the Disaster Mitigation Act of 2000. The act establishes the requirement for local government to adopt a federally approved hazard mitigation plan to be eligible to receive federal mitigation assistance program grants. Local hazard mitigation plans must be updated and resubmitted to FEMA for approval every five years. This updated plan complies with all of the federal hazard mitigation planning requirements.

A component of the plan is Intercity Transit's Mitigation Initiative to implement self-identified priorities. Intercity Transit identified seven. Priorities do not need dedicated funding to be listed in the plan. Having a plan will provide opportunities to apply for grant funding and align with strategic goals and future budgets to fund these priorities.

Freeman-Manzanares referred to Intercity Transit's Annex to the Hazards Mitigation Plan for the Thurston Region. Public comment is open until July 31, 2017. Staff will come before the Authority for approval of the plan at the August 16, 2017, meeting.

Freeman-Manzanares reviewed the Emergency Management and Hazards Mitigation Plan presentation and answered questions.

Sullivan asked for definition of "active threat." Administrative Services Director, Heather Stafford-Smith provided an explanation.

Clarkson asked what alternative means of communication does the agency have with the jurisdictions, particularly during foul weather, and when the primary means of communication are no longer functioning. Freeman-Manzanares said the connection the agency makes with the jurisdictions is through the Intercity Transit dispatch office. The jurisdictions can utilize Intercity Transit to keep them informed of the road conditions. Currently, staff is researching communication systems and back-up communication systems in association with looking at the computer automated dispatch and vehicle location software.

Melnick asked who the residents of Panorama contact in the event of a disaster. Freeman-Manzanares suggested people prepare individually and as a neighborhood and in the case of an emergency, call 911. She stated that Intercity Transit would take direction from the Emergency Operations Center, whether that is a local

jurisdiction or the county. The EOC would prioritize the response and work with Intercity Transit directly.

Clarkson asked why the Nisqually tribe was not included. Freeman-Manzanares will research.

Gilman asked for a description of Intercity Transit's resources; and would the agency suspend regular service. Operations Director, Jim Merrill, said the agency could suspend service based on events or scale back service to provide a Sunday level of service. The foul weather plan for instance, directs a certain service response dependent upon the event.

Freeman-Manzanares said agencies mitigation priorities include:

- Installing a 300kW generator at the OTC
- Updating the Emergency Plan and developing continuity plans;
- Providing emergency preparedness and response training to employees.
- Replacing satellite navigation and wireless communication systems
- Determine feasibility and options for a mobile command center
- Evaluate and prioritize structural seismic retrofit options for Pattison base
- Evaluate and prioritize non-structural seismic retrofit for Pattison base

Next steps include:

- Board approval of our section of the County Plan
- Embed mitigation priorities into budgets and strategic plans
- Implement priorities 2017-2022.

Citizen Advisory Committee. CAC member, Denise Clark said the CAC met July 17. She said Dennis Bloom presented the Draft Transit Development Plan and the CAC had questions regarding ridership. Jessica Brandt presented on the Hazard Mitigation Plan and there was much conversation afterwards, in particular about the process Intercity Transit takes during an earthquake, and how does the agency move people when communication systems are down.

The CAC took their annual group photo that will be displayed on the buses and in literature during the upcoming recruitment for new members; and lastly, they took a tour of the UST construction site along Martin Way.

GENERAL MANAGER'S REPORT

Freeman-Manzanares followed up on a question from the Authority regarding Pierce Transit's pilot project with Uber. Pierce stated that Uber was eager to partner with them for providing those first/last mile trips; however, they were reluctant to share data collected as part of this research/ demonstration project, and that is a requirement of the funding. Information such as "origin and destination" "time of trip" and "length of

Intercity Transit Authority Regular Meeting

July 19, 2017

Page 13 of 14

trip" is considered a trade secret and Uber is reluctant to share this information. There are two additional challenges. 1: They need to guarantee services for those who are mobility impaired. Two RFP's for Uber wheelchair accessible vehicles were released, however, no one responded. 2: How to provide this service for people who do not have smartphones.

Intercity Transit is working with the Timberland Regional Library system to sell passes at all of the four public libraries within the PTBA. The sale of passes is anticipated to begin October 3.

To date, 657 summer youth passes have been sold – 45 monthly passes have been sold at the Olympia Transit Center in the past two months. We are doing well in terms of pass sale numbers in this soft roll-out of the summer youth pass. Last year 493 monthly passes were sold.

The Washington State Transit Insurance Pool announced that Intercity Transit received the Safety Star Award in the large-sized agency category. This comes with a \$5,000 award to be used for employee recognition.

Passenger counts are encouraging for the new Route 612. During the first week of service which was the July 4th holiday week, ridership was at 126.7 passengers; or 9.7 people per trip at 13 trips a day. By comparison, Route 609, after four years of service, recorded about 100 passengers per day, or about 5 people per trip. The reason for the increase could be attributed to better connections and scheduling.

There are 178 active vanpool groups. Two new vanpools began in June, which are spinoffs of existing vanpool groups, and included seasoned active vanpoolers as well as new and reactivated riders.

Vanpool staff participated in the Thurston County Local Planning Area Resource & Networking fair and Dump the Pump event at WSDOT/Olympia. They spoke with perspective employees at a Work Source meeting, attended a Medline Hiring Event in Hawks Prairie, and presented the vanpool program to HR staff at Alaffia, which is a local fair trade company in Tumwater.

Intercity Transit will participate in the United Way Day of Caring on Friday, September 22. All are welcome to join the team.

AUTHORITY ISSUES

Gilman referred to the APTA Sustainability Commitment, and he would like staff to keep looking at those social quality of life / social responsibility economics pieces of being sustainable that would form decisions like evaluating contracts (i.e. Security and Janitorial contracts). He likes to consider what the terms of employment are to live off

that job (i.e. are workers getting enough hours). He feels these are all part of sustainability.

Gilman said similarly with Uber. He thinks it's a mischaracterization to consider it like a taxi service. It's a web application to match people up. The difference and the reason it's less expensive is because those people are not safety trained; they don't have benefits; or predictable hours so that is how money is saved. He doesn't see it as worthy of having a partnership. He urges the Authority to broaden the definition of sustainability as we continue this work and look at those social impacts in addition to environmental impacts.

Melnick referred to the Wall Street Journal article he provided, "Transit Agencies Take a Lesson from Uber." He said the article touches on transit agencies finding ways to use Uber-like techniques. He understands the ethical concerns, but this type of service could benefit a large need because, according to the article, other transit agencies are looking at ways to emulate Uber using their own resources.

ADJOURNMENT

It was M/S/A by Councilmember Clarkson and Citizen Representative Melnick to adjourn the meeting at 7:50 p.m.

INTERCITY TRANSIT AUTHORITY



Debbie Sullivan, Chair

ATTEST



Pat Messmer

Clerk to the Authority

Date Approved: August 2, 2017.

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