

**AGENDA
INTERCITY TRANSIT AUTHORITY
COMMUNITY ADVISORY COMMITTEE
JOINT MEETING**

Wednesday, September 17, 2025

5:30 P.M.

Board Room – 510 Pattison Street SE, Olympia

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

Or by telephone - Toll Free: (844) 730-0140 / Phone Conference ID 300 641 409#

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

CALL TO ORDER

STAFF INTRODUCTIONS 15 min.

- A. Nick Meyer, Senior Web Developer (*Rob Rinehart*)
- B. Brian Jones, Network Systems Analyst (*Rob Rinehart*)
- C. Nathan Foisy, Vehicle Detailer (*David Chaffee*)

1. APPROVAL OF AGENDA 1 min.

2. PUBLIC COMMENT 30 min.

3. RECOGNITION AND CELEBRATION 20 min.

4. 2025 State Rodeo Recipients

5. SELF INTRODUCTIONS – CAC, ITA and Staff 15 min.

6. APPROVAL OF CONSENT AGENDA 1 min.

- A. Minutes – August 6, 2025, ITA Meeting
- B. Payroll August: \$6,602,266.96
 - 1. Warrant Numbers: 43302-43304; 43404-43405; 43506-43509 in the amount of \$17,437.19
 - 2. ACH Payment Amount: \$6,584,829.77
- C. Accounts Payable August: \$3,709,028.80
 - 1. Disbursed Warrants numbers 43305-43403 & 43406-43505 in the amount of \$3,690,131.39
 - 2. ACH Payments: \$18,897.41

7. NEW BUSINESS

A. Contract Award for Bus Stop Pads <i>(Rob LaFontaine)</i>	10 min.
B. May 2026 System Redesign PH 3 Project Timeline <i>(Rob LaFontaine & Nick Demerice)</i>	20 min.
C. CAC Self-Assessment <i>(Emily Bergkamp)</i>	20 min.
D. Strategic Plan Concept Review <i>(Emily Bergkamp)</i>	30 min.
8. COMMITTEE REPORTS	
A. Thurston Regional Planning Council (Sept. 5) <i>Robert Vanderpool</i>	5 min.
B. Transportation Policy Board (Sept. 10) <i>Justin Belk</i>	5 min.
9. GENERAL MANAGER'S REPORT	5 min.
10. AUTHORITY/CAC ISSUES	5 min.

ADJOURNMENT

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

Intercity Transit Public Board meetings are held at 510 Pattison Street, SE, Olympia. This facility is served by Routes 62A, 62B (on Martin Way), and 66 (on Pacific Avenue). Or use other alternate modes to attend this meeting: bike, walk, carpool, or vanpool.

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

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

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

Examples of special accommodation include:

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

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
August 6, 2025

CALL TO ORDER

Vice Chair Pierce called the meeting of the Intercity Transit Authority to order on August 6, 2025, at 5:30 p.m. This was a hybrid meeting held at the Pattison Street facility.

Members Present: Vice Chair and Community Representative Sue Pierce; Thurston County Commissioner Carolina Mejia; City of Tumwater Councilmember Kelly Von Holtz; Community Representative Justin Belk; Labor Representative Mark Neuville; Community Representative Wendy Goodwin; and City of Olympia Councilmember Clark Gilman.

Members Excused: Chair and City of Lacey Councilmember Carolyn Cox; City of Olympia Councilmember Robert Vanderpool; City of Yelm Councilmember Brian Hess.

Staff Present: Emily Bergkamp; Pat Messmer; Brian Nagel; Katie Cunningham; Matt Kenney; Peter Stackpole; Thera Black; Brenden Hoax; Jessica Gould; Daniel Van Horn; Dena Withrow; Heather Stafford; Tammy Ferris; Nicole Jones; Cameron Crass; Michael Maverick; Jonathon Yee; Noelle Gordon; Rob LaFontaine; Ramon Beltran; Alana Neal.

Others Present: Jeff Myers, Legal Counsel; Julian Preston and Margaret Janis, Community Advisory Committee.

STAFF INTRODUCTIONS

A. Alejandro Soto introduced Bret Eby, Inventory Specialist

APPROVAL OF AGENDA

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

PUBLIC COMMENT

Sam Coons of Olympia - Mr. Koons, who is visually impaired and uses the bus for all his transportation, spoke about the impact of the proposed changes to the Express routes 600 and 610. He explained he has a 2.5-hour round-trip bus commute five days a week for work. He also makes a seven-hour and 25-minute round-trip journey twice a month to visit a family member in Puyallup. He stated the new route changes will increase this specific Saturday trip to seven hours and 45 minutes, a 20-minute increase each trip. Mr. Koons mentioned he already submitted his comments via email and had a professional but unhelpful exchange with a transit staff member who indicated his route was not a priority. While he supports serving more people, especially those with disabilities, he asked the Board to reconsider the route change if it won't demonstrably

improve the lives of other disabled individuals. He explained that his family's circumstances, including a wife who cannot drive and a child with special needs make it impossible for them to move closer to his job. He concluded by reiterating the significant negative impact the route change would have on his already challenging transportation schedule.

APPROVAL OF CONSENT AGENDA

It was M/S/A by Goodwin and Mejia to approve the consent agenda.

A. Janitorial Contract Renewal Amendment *(Noelle Gordon)*

Authorized the General Manager to execute a contract amendment with CW Janitorial Service to renew the contract for janitorial services and supplies at Intercity Transit facilities for a period of one year in an amount of \$631,420, including taxes.

NEW BUSINESS

A. Adopt the Transit Development Plan. Planning Deputy Director, Rob LaFontaine presented the final adoption of the updated Transit Development Plan (TDP) for 2025-2030. He explained the TDP is a mandatory document for all Washington state transit agencies, a compilation of the previous years' service and a six-year financial, capital, and service projection. The timeline for the TDP's adoption included a public hearing on July 16, and the final consideration was scheduled for the current meeting on August 6, with a September 1 deadline for submission to the Washington State Department of Transportation (WSDOT).

Lafontaine highlighted the nine required elements of the TDP, noting that planned operating changes for the upcoming years are a significant component. He outlined past and future service changes, including the enhancement of commuter service to JBLM in September 2025, and a comprehensive system redesign planned for May 2026. Regarding public feedback, he noted one formal comment on the draft TDP about commuter service and three informal comments regarding relocating a bus stop, introducing new service on South Bay Road, and correcting a bus schedule for Route 45. He also presented a historical analysis of public comments, showing that commuter service to Pierce County and requests for expanded service are the most common topics.

Lafontaine's presentation concluded with a staff recommendation to adopt the 2025-2030 TDP. During a brief Q&A, clarification was sought on historical route numbers and another inquiry about the future of service on Yelm Highway, to which Lafontaine responded the plan's redesign aims to address many of the public's service requests represented by stars on a map.

It was M/S/A by Von Holtz and Mejia to adopt the 2025–2030 Transit Development Plan, as presented.

- B. Adopt September 2025 Service Change Summary and Equity Analysis.** Rob Lafontaine, Planning Deputy Director, presented the final adoption of the September 2025 major service change and its related equity analysis. He reminded the Board that these changes are part of the larger road map outlined in the Transit Development Plan, specifically focusing on enhanced commuter service to Pierce County and new access to JBLM's Madigan Gate. The core of this change is the replacement of the existing Route 620 with two new routes, the 600 and 610. Route 600 is designed as a more direct Monday-to-Friday route between Olympia Transit Center and stops in Lakewood. Route 610, which is supported by a Washington State Regional Mobility grant, will connect Olympia and Lacey Transit Centers and the Hawks Prairie Park-and-Ride with Pierce Transit's Route 206, providing a connection to JBLM.

Lafontaine noted this grant-supported route would be regularly monitored, allowing for adjustments to be made to the service as needed. Following the public hearing on July 16, which initially had no comments, an extension of the comment period resulted in 19 new submissions. The feedback was generally positive, with the number one category of comments being general support for the changes. Other comments included requests for increased span and frequency, concerns about Route 610 being less convenient due to added stops, and suggestions to extend service to Tacoma or Federal Way. Lafontaine acknowledged the critique about the added travel time on Route 610, particularly on weekends when the faster Route 600 is not operating. He explained this trade-off adds coverage to new areas like Northeast Lacey and that potential solutions, such as adding weekend service for the Route 600 or adjusting schedules, might be considered in the future. He also highlighted that the May 2026 comprehensive redesign could further address these issues, as the Hawks Prairie Park-and-Ride will become a significant hub. The comments received affirmed staff's position that the changes are generally positive and workable, and he recommended that the Board approve the service change for implementation on Sunday, September 7.

It was M/S/A by Mejia and Gilman to adopt the September 2025 Major Service Change Summary and Equity Analysis, as presented.

- C. Enhanced Procurement Authority for Securing Hydrogen Related Goods and Services.** Michael Maverick, Deputy Director for Projects, Procurement, and Materials Management, along with Maintenance Director Jonathan Yee, requested enhanced procurement authority for hydrogen-related goods and services. The issue stems from the volatile and immature commercial market for hydrogen as a transportation fuel, which presents challenges in consistent

supply, delivery, and pricing. This volatility could jeopardize the agency's hydrogen demonstration project. The recommended action is to authorize the General Manager to use direct negotiation instead of standard procurement methods for these specific goods and services, including third-party subscription networks, service delivery, and storage. They emphasized this request does not change the agency's signature authority, and any commitments of \$100,000 or more would still require Board approval.

Maverick explained that the agency received a grant in 2023 to test hydrogen fuel cell buses and evaluate the technology's feasibility for future fleet transitions. The current market, led by California, is costly and therefore, risky for sourcing hydrogen. Therefore, the flexibility of direct negotiation is seen as essential for the project's success, particularly for ensuring a daily refueling supply on a limited site. The alternative, deferring the action, would result in continued struggles to secure hydrogen and could disrupt the bus operation. He also clarified this request does not involve an immediate financial commitment and that any future agreements would be supported by adequate funding. The request aligns with several of the agency's goals, including providing outstanding customer service, a safe and secure operating system, and promoting sustainability and resiliency.

It was M/S/A by Belk and Goodwin to authorize the General Manager to engage in direct negotiation as an alternative to standard procurement approaches, for goods and services related to the hydrogen demonstration project, including but not limited to third party subscription networks, service, delivery, compliance, and storage.

D. Schedule Special Meeting September ITA/CAC Joint Meeting. Bergkamp proposed scheduling a special joint meeting between the Intercity Transit Authority and the Community Advisory Committee (CAC). She noted this annual meeting is an opportunity for both groups to spend time together, share a meal, and discuss the CAC's activities. Staff are recommending a special meeting for Wednesday, September 17, 2025, for this purpose. During this joint session, the results of the CAC's annual self-assessment survey will be shared, giving the Authority a chance to engage in discussion with the CAC. Bergkamp added the meeting is typically a fun event, where they also honor the participants of the annual Rodeo competition.

It was M/S/A by Goodwin and Von Holtz to schedule a special meeting for Wednesday, September 17, 2025, to conduct a joint hybrid meeting of the Authority and the Community Advisory Committee.

PUBLIC COMMENTS - Continued

Michael Cornelius, ATU International Vice President, addressed the Board to discuss a labor dispute involving the termination of two Intercity Transit employees, and noted that an unfair labor practice charge has been filed and the case is scheduled for arbitration in December. He urged the Board to intervene and settle the case, asserting the Board has the authority to end the dispute, and reinstate the two employees. He also warned the union would eventually ask the Board to open an investigation into management's conduct and allegedly defamatory comments.

COMMITTEE REPORTS

- A. Community Advisory Committee (July 21).** Julian Preston reported the Community Advisory Committee (CAC) discussed the new Ambassador Program, which selected six individuals from a pool of over 40 applicants to enhance safety and accessibility on Intercity Transit. Following this, Duncan Green presented the results of the Bicycle Community Challenge, announcing the Intercity Transit "Team Crank IT" had won the team challenge. Green also announced his retirement after 17 years and stated that a new representative would be hired to integrate the Bicycle Community Challenge with the Walk N' Roll program.

The CAC completed an online self-assessment survey to gauge how connected its members feel to the community. In other business, the Intercity Transit Authority received a recommendation to proceed with a roundabout for the East Martin Way project instead of a bus-only U-turn lane and awarded a contract for a hydrogen refueling station to support five new hydrogen buses. The Ad Hoc committee is developing a plan to collaborate with other transit advisory committees across the state, creating a five-question survey to gather ideas for a potential conference in 2027. Bergkamp reported on an air quality issue at the shop caused by smoke from a nearby encampment and announced that the winners of the Roadeo competition will advance to the state competition in August. Additionally, she announced that Transit Appreciation Day is scheduled for August 13. The meeting concluded with the CAC touring the building, where they saw the dispatchers' workspace and experienced a bus ride through the wash.

GENERAL MANAGER'S REPORT

The Senior Management Team, Deputy Directors and senior staff attended a leadership retreat on July 22 facilitated by [Momentum Professional Strategy Partners](#). The retreat focused on creating a framework for navigating organizational change as an agency. These changes include current and future projects like deploying new enterprise resource and asset planning software, transit operations management software, our upcoming service redesign, and navigating an uncertain federal funding landscape. It

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was a very productive day that yielded a resource guide recommended by the retreat group including change management books and practical team dynamics articles. The work done at the retreat will also be used to draft Intercity Transit's Framework for Change that will help us move forward with support structures and communication protocols that value and maintain our community like culture of collaboration. The agency hopes to have the same group facilitate a board retreat in late winter or early spring of 2026.

Join us on Wednesday, August 13 at the OTC (Operator's Lounge 8 a.m. to 4 p.m.) and AdOps (bus yard in front of the fuel wash building 10 a.m. to 4 p.m.). This year's theme is Camping and the Great Outdoors. A BBQ lunch and activities (Fishing Hole, Feed the Bear, and a family photo board) will be available for attendees to participate in. An awards program will begin at 12 p.m. at AdOps and includes honoring staff who celebrated 20+ years of service between January and August; the Excellence in Transit honorees; all of our volunteers; newly hired staff since January and more! Nathan Vass will be our guest speaker, who will address the audience after the awards program. Nathan is an artist, filmmaker, photographer, and author by day, and a Metro bus driver by night, where his community-building work has been showcased on TED, NPR, The Seattle Times, KING5 and more, landing him a spot on Seattle Magazine's 2018 list of the 35 Most Influential People in Seattle, and Seattle Met's 2021 Power Players list. A Korean-American born in South Central LA, Nathan holds a BFA in Photography from the University of Washington, and has been featured in the Seattle Art Museum, Henry Art Gallery, and more, with 40 photography shows and nine films including the award-winning festival favorite Men I Trust. His first book, *The Lines That Make Us*, is a Seattle bestseller and 2019 Washington State Book Award Finalist in Non-Fiction. Learn more at www.nathanvass.com.

The Nisqually Indian Tribe is preparing to open their Medically Assisted Treatment (MAT) facility on Pacific Avenue in the fall to address the opioid crisis within the Thurston County area. The Nisqually Indian Tribe is passionate about developing a whole person recovery model, keeping all services under one roof so patients have the best possible chance at recovery. The tribe's goal is to bring healing and wellness to the community, focusing on the entire family by serving tribal and non-tribal patients.

Tribal Council Member Guido Levy Jr. invited Bergkamp for a tour of the facility, which was led by the Center's Administrator Chris Petrozzi. The facility is amazing, and includes recovery and harm reduction services, general healthcare services, dentistry, and behavioral health. They have thought of many details like including the newest dental technology and creating an environment for behavioral health that is trauma informed. The Center is also filled with beautifully arranged historical pictures of the Nisqually Tribe, along with amazing displays of tribal artwork that showcases the tribe's tradition of generosity and welcoming to all.

Bus Buddy Coordinator Scott Schoengarth held the program's annual picnic, which several IT staff attended with a large gathering of Bus Buddy Volunteers. Scott is

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retiring later this month, and we will honor him and the legacy he's created at TAD next week.

Intercity Transit's audit for the Fiscal Year 2024 is complete. Board members are invited to attend an exit conference with staff scheduled at 8:30 a.m. on August 12, on Teams. Board members interested in attending should contact Pat Messmer for the meeting link.

Intercity Transit will be competing in the State Rodeo competition on August 17. For the driving portion, DAL Operator Dan Savage will be competing in the BOC category, Operator Clinton Jimenez is competing in the 40-foot category, and Operator John Clauson is competing in the 35-foot category. In the maintenance portion, our Maintenance team of Richelle Loken, Sean Malay and Jonathan Reynolds are competing. ITA member Sue Pierce will be in attendance along with many staff to cheer them on and will also be attending the public transportation conference that follows the Rodeo.

The ITA meeting on August 20 is canceled due to the Public Transportation "Wall of Fame" banquet.

AUTHORITY ISSUES

Mejia said the Thurston County Fair ended with great success and the County always appreciates the partnership with Intercity Transit and getting those bus services because parking can sometimes be a challenge. Mejia said Peter Stackpole, as well as staff from SCJ Alliance gave a presentation to the Board of County Commissioners on the East Martin Way roundabout. The County received public comment in regard to that. The Commissioners would like a follow-up presentation from Intercity Transit to get more details before there is agreement to move forward.

Gilman provided an update on the city's zero-emission efforts. He noted the city has expanded its fleet to include 26 electric vehicles (EVs), with an additional seven currently on order. This transition is happening as part of the city's standard fleet replacement process, with a focus on ordering EVs. Additionally, the city has switched its heavy-duty vehicles, such as garbage and fire trucks, from biodiesel to renewable diesel to further reduce its carbon footprint.

Goodwin stated that she and Caroline Cox were both involved with the Metropolitan Parks District, but she felt Cox would have more insight into the specific details of what occurred. She concluded her update by suggesting that Cox discuss the matter in more detail at the next ITA meeting.

Preston made a comment regarding the plan to make Route 600 a weekday-only service. He acknowledged that he may not have all the information but expressed concern the decision walks back recent efforts to create more parity between weekday

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and weekend service. Preston stated he often feels weekends are "put on the back burner" and the lack of a faster, more direct weekend option like the Route 600 is a step backward from the agency's recent commitment to improving weekend service.

Neuville mentioned an upcoming Renewable Hydrogen Alliance conference scheduled for mid-September, from the 15th to the 17th. He recently met with a group from the alliance in Vancouver and highlighted a key challenge: effectively communicating the possibility of a clean environment to the public. He noted that many people are influenced by a "dystopian image" of the future, like the one portrayed in Blade Runner, and find it difficult to imagine a more positive outcome. He believes that younger generations may be more open to the idea of renewal and a cleaner future. Neuville concluded that the primary challenge is to successfully "sell" clean energy, and specifically hydrogen, to the public.

ADJOURNMENT

With no further business to come before the Authority, Vice Chair Pierce adjourned the meeting at 6:43 p.m.

INTERCITY TRANSIT AUTHORITY

ATTEST

Carolyn Cox, Chair

**Pat Messmer
Clerk of the Board**

Date Approved: September 17, 2025

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

**Intercity Transit
Payroll Disbursement List
August 2025**

Pay Periods:

PP 16 (July 13 - 26)

PP 17 (July 27 - Aug 9)

PP 18 (Aug 10 - 23)

<u>Date</u>	<u>Payee</u>	<u>Amount</u>
8/1/2025 ACH	PR DIRECT DEPOSIT	1,670,443.56
8/1/2025 43302 - 43304	PR PAPER CHECKS	5,423.40
8/1/2025 ACH	IRS	326,443.08
8/1/2025 ACH	HEALTH SAVING	425.59
8/1/2025 ACH	VANGUARD	233,025.02
8/1/2025 ACH	PERS	264,049.69
8/1/2025 ACH	DEF COMP	72,928.86
8/1/2025 ACH	MISSION SQUARE	32,429.75
8/1/2025 ACH	CHILD SUPPORT	2,467.55
8/1/2025 ACH	Oregon DOR	359.61
8/15/2025 ACH	PR DIRECT DEPOSIT	1,263,399.50
8/15/2025 43404 - 43405	PR PAPER CHECKS	2,817.05
8/15/2025 ACH	IRS	212,353.19
8/15/2025 ACH	HEALTH SAVING	425.59
8/15/2025 ACH	VANGUARD	183,288.97
8/15/2025 ACH	PERS	196,552.09
8/15/2025 ACH	DEF COMP	58,704.65
8/15/2025 ACH	MISSION SQUARE	25,247.27
8/15/2025 ACH	CHILD SUPPORT	2,467.55
8/15/2025 ACH	Oregon DOR	359.61
8/15/2025 ACH	SPLIT MONTH ROUNDING	0.11
8/28/2025 ACH	AFLAC	15,037.24
8/29/2025 ACH	PR DIRECT DEPOSIT	1,325,554.31
8/29/2025 43506 - 43509	PR PAPER CHECKS	9,196.74
8/29/2025 ACH	IRS	227,630.75
8/29/2025 ACH	HEALTH SAVING	425.59
8/29/2025 ACH	VANGUARD	187,340.95
8/29/2025 ACH	PERS	197,773.79
8/29/2025 ACH	DEF COMP	57,795.71
8/29/2025 ACH	CHILD SUPPORT	2,665.55
8/29/2025 ACH	MISSION SQUARE	24,875.73
8/29/2025 ACH	Oregon DOR	358.91
Total Payroll Disbursements		6,602,266.96

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

Check No.	Check Date	Vendor	Payee	Amount
43305	08/06/25	03754	BOSTON HARBOR SERVICES INC.	\$5,934.53
43306	08/06/25	05740	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$8.06
43307	08/06/25	05933	CENTER FOR TRANSPORTATION AND THE ENVIRO	\$2,132.24
43308	08/06/25	06216	CHRISTENSEN INC.	\$2,229.89
43309	08/06/25	06238	CLARY LONGVIEW LLC	\$62,131.63
43310	08/06/25	06836	CONTINENTAL BATTERY SYSTEMS	\$4,990.04
43311	08/06/25	07115	CREATIVE INK INC.	\$1,124.64
43312	08/06/25	07220	CUMMINS INC.	\$4,901.49
43313	08/06/25	07640	DAY MANAGEMENT CORP	\$7,126.02
43314	08/06/25	08604	EDENRED COMMUTER BENEFIT SOLUTIONS LLC	\$245.00
43315	08/06/25	08745	ELLIOTT AUTO SUPPLY CO INC.	\$313.67
43316	08/06/25	09662	FERRELLGAS LP	\$6,837.22
43317	08/06/25	10660	GILLIG LLC	\$97,296.89
43318	08/06/25	10759	GORDON TRUCK CENTERS INC	\$390.01
43319	08/06/25	11138	HAVIS INC.	\$2,663.49
43320	08/06/25	11200	HD SUPPLY FACILITIES MAINTENANCE LTD.	\$27.05
43321	08/06/25	11805	ITERIS INC	\$18,053.76
43322	08/06/25	11933	JESSE ORNDORFF	\$1,319.80
43323	08/06/25	12454	KASEYA US LLC	\$1,811.37
43324	08/06/25	12825	KIRK'S AUTOMOTIVE INC.	\$2,310.00
43325	08/06/25	13701	LUMINATOR TECHNOLOGY GROUP GLOBAL LLC	\$1,850.14
43326	08/06/25	14590	MOHAWK MFG & SUPPLY CO.	\$1,641.18
43327	08/06/25	14750	MULLINAX FORD OF OLYMPIA LLC	\$8,690.46
43328	08/06/25	14760	MUNCIE TRANSIT SUPPLY	\$8,179.00
43329	08/06/25	14879	NANDO P. MERLINO	\$28,857.51
43330	08/06/25	15106	NEW FLYER OF AMERICA INC.	\$6,054.98
43331	08/06/25	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$1,218.38
43332	08/06/25	15216	NORTHWEST BUS SALES INC	\$105.55
43333	08/06/25	16765	PETROCARD INC.	\$73,813.80
43334	08/06/25	16974	POMP'S TIRE SERVICE INC.	\$547.96
43335	08/06/25	17505	RAINIER DODGE INC.	\$126.87
43336	08/06/25	17824	S & A SYSTEMS INC	\$8,842.37
43337	08/06/25	17900	SCHETKY NORTHWEST SALES INC.	\$1,010.03
43338	08/06/25	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$764.81
43339	08/06/25	18145	SIX ROBBLEES' INC.	\$83.40
43340	08/06/25	18530	STANDARD PARTS CORP.	\$76.49
43341	08/06/25	18705	SUNBELT RENTALS INC.	\$784.20
43342	08/06/25	18940	TENNANT SALES AND SERVICE COMPANY	\$815.40
43343	08/06/25	21655	THE W.W. WILLIAMS COMPANY LLC	\$1,240.94
43344	08/06/25	21870	THURSTON COUNTY COUNCIL ON AGING	\$392.00
43345	08/06/25	21950	TITUS-WILL CHEVROLET	\$65.16
43346	08/06/25	22010	ROTTERS INC.	\$373.67
43347	08/06/25	22420	ALLEN WALTON	\$148.10
43348	08/06/25	23800	VESTIS GROUP INC.	\$549.29

43349	08/06/25	24030	WA ST AUDITOR'S OFFICE	\$23,160.15
43350	08/06/25	24755	WA ST HEALTH CARE AUTHORITY	\$846,824.28
43351	08/11/25	01298	ACCESS INFORMATION INTERMEDIATE HOLDINGS	\$1,451.61
43352	08/11/25	01805	AM BRANAM TOOLS INC.	\$236.45
43353	08/11/25	01895	ECOLUBE RECOVERY LLC	\$557.47
43354	08/11/25	03247	BAUS SYSTEMS LLC	\$4,206.16
43355	08/11/25	05937	CENTRALIA OK TIRE INC.	\$307.88
43356	08/11/25	06040	CITY OF LACEY	\$2,954.48
43357	08/11/25	06120	CITY OF OLYMPIA	\$11,230.74
43358	08/11/25	06765	COMPLETE COACH WORKS	\$19,764.00
43359	08/11/25	07220	CUMMINS INC.	\$3,200.55
43360	08/11/25	07619	DAVID S FOSTER	\$2,000.00
43361	08/11/25	07869	DEPENDABLE COURIER SERVICE LLC	\$612.15
43362	08/11/25	08060	DON SMALL & SONS OIL DIST CO INC.	\$170.24
43363	08/11/25	08745	ELLIOTT AUTO SUPPLY CO INC.	\$763.80
43364	08/11/25	09662	FERRELLGAS LP	\$6,752.80
43365	08/11/25	10290	FUSION GRAPHIX LLC	\$3,886.74
43366	08/11/25	10477	GALLS PARENT HOLDINGS LLC	\$8,677.96
43367	08/11/25	10585	ROBERT EDWARD GEBHART	\$1,404.00
43368	08/11/25	10643	GHB CONSTRUCTION SERVICES OF WA INC.	\$9,538.44
43369	08/11/25	10660	GILLIG LLC	\$34,172.35
43370	08/11/25	10758	GORDON THOMAS HONEYWELL LLP	\$8,000.00
43371	08/11/25	10759	GORDON TRUCK CENTERS INC	\$7,934.17
43372	08/11/25	10820	SOULIERE INC.	\$2,035.31
43373	08/11/25	11097	HART HEALTH AND SAFETY INC.	\$305.32
43374	08/11/25	11200	HD SUPPLY FACILITIES MAINTENANCE LTD.	\$2,916.43
43375	08/11/25	11615	INDUSTRIAL HYDRAULICS INC.	\$540.32
43376	08/11/25	11943	JOANNA GRIST	\$2,000.00
43377	08/11/25	12825	KIRK'S AUTOMOTIVE INC.	\$3,003.20
43378	08/11/25	13440	LAW LYMAN DANIEL KAMERRER BOGDANOVICH PS	\$4,827.00
43379	08/11/25	13701	LUMINATOR TECHNOLOGY GROUP GLOBAL LLC	\$2,765.87
43380	08/11/25	14275	MCP INDUSTRIES	\$681.50
43381	08/11/25	14381	METROPOLITAN LIFE INSURANCE COMPANY	\$14,145.87
43382	08/11/25	14405	MICHAEL G. MALAIER TRUSTEE	\$108.00
43383	08/11/25	14750	MULLINAX FORD OF OLYMPIA LLC	\$1,018.27
43384	08/11/25	15106	NEW FLYER OF AMERICA INC.	\$9,878.70
43385	08/11/25	16490	HAROLD LEMAY ENTERPRISES	\$937.19
43386	08/11/25	16765	PETROCARD INC.	\$73,724.60
43387	08/11/25	16969	POINT GRAPHICS LLC	\$90.04
43388	08/11/25	16974	POMP'S TIRE SERVICE INC.	\$2,220.49
43389	08/11/25	17255	PUBLIC UTILITY DIST #1 OF THURSTON COUNT	\$346.56
43390	08/11/25	17822	RYAN SWANSON & CLEVELAND PLLC	\$2,205.00
43391	08/11/25	17900	SCHETKY NORTHWEST SALES INC.	\$1,825.02
43392	08/11/25	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$262.53
43393	08/11/25	18066	SHI INTERNATIONAL CORP.	\$47.41
43394	08/11/25	18101	SIJ HOLDINGS LLC	\$544.94
43395	08/11/25	18530	STANDARD PARTS CORP.	\$1,480.04
43396	08/11/25	18705	SUNBELT RENTALS INC.	\$1,273.06
43397	08/11/25	21650	THE GOODYEAR TIRE & RUBBER COMPANY	\$9,533.27
43398	08/11/25	21655	THE W.W. WILLIAMS COMPANY LLC	\$25,310.55
43399	08/11/25	21659	THERMO KING NORTHWEST INC.	\$6,500.00
43400	08/11/25	22089	TRANSIT HOLDING INC.	\$201.39
43401	08/11/25	23635	UNITED RENTALS (NORTH AMERICA INC.)	\$444.20

43402	08/11/25	23800	VESTIS GROUP INC.	\$606.17
43403	08/11/25	25909	WEX BANK	\$45,535.86
43406	08/18/25	01309	ACCURATE EMPLOYMENT SCREENING LLC	\$1,779.76
43407	08/18/25	01780	AMALGAMATED TRANSIT UNION 1765	\$26,853.20
43408	08/18/25	01855	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$4,456.99
43409	08/18/25	01885	A-L-S AMERICAN LANDSCAPE SERVICES LLC	\$15,985.81
43410	08/18/25	01895	ECOLUBE RECOVERY LLC	\$117.60
43411	08/18/25	03247	BAUS SYSTEMS LLC	\$72.03
43412	08/18/25	03620	BLIND DEPOT INC. - THE	\$1,045.30
43413	08/18/25	03754	BOSTON HARBOR SERVICES INC.	\$3,246.68
43414	08/18/25	05937	CENTRALIA OK TIRE INC.	\$1,568.96
43415	08/18/25	06216	CHRISTENSEN INC.	\$3,006.30
43416	08/18/25	06238	CLARY LONGVIEW LLC	\$94,665.72
43417	08/18/25	06765	COMPLETE COACH WORKS	\$35,575.20
43418	08/18/25	07220	CUMMINS INC.	\$0.00
43419	08/18/25	07220	CUMMINS INC.	\$4,770.04
43420	08/18/25	08060	DON SMALL & SONS OIL DIST CO INC.	\$5,963.61
43421	08/18/25	08089	DS SERVICES OF AMERICA INC	\$222.93
43422	08/18/25	08745	ELLIOTT AUTO SUPPLY CO INC.	\$644.96
43423	08/18/25	09662	FERRELLGAS LP	\$6,022.54
43424	08/18/25	09961	FORMA CONSTRUCTION COMPANY	\$941,596.87
43425	08/18/25	10608	GEOENGINEERS INC.	\$5,246.88
43426	08/18/25	10660	GILLIG LLC	\$0.00
43427	08/18/25	10660	GILLIG LLC	\$98,926.30
43428	08/18/25	10759	GORDON TRUCK CENTERS INC	\$3,345.21
43429	08/18/25	11138	HAVIS INC.	\$442.79
43430	08/18/25	11905	JANEK CORPORATION - THE	\$2,357.75
43431	08/18/25	11933	JESSE ORNDORFF	\$3,560.81
43432	08/18/25	12825	KIRK'S AUTOMOTIVE INC.	\$5,520.00
43433	08/18/25	13726	M & S COLLISION LLC	\$2,782.07
43434	08/18/25	13886	MATERIALS TESTING & CONSULTING INC.	\$10,970.50
43435	08/18/25	13893	MAUL FOSTER & ALONGI INC.	\$6,347.50
43436	08/18/25	14405	MICHAEL G. MALAIER TRUSTEE	\$108.00
43437	08/18/25	14457	MIDWEST BUS CORPORATION	\$202.17
43438	08/18/25	14603	MOMENTUM PROFESSIONAL STRATEGY PARTNERS	\$10,194.66
43439	08/18/25	14750	MULLINAX FORD OF OLYMPIA LLC	\$848.01
43440	08/18/25	15106	NEW FLYER OF AMERICA INC.	\$10,915.35
43441	08/18/25	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$2,220.16
43442	08/18/25	15255	NORTHWEST PUMP & EQUIPMENT CO.	\$681.86
43443	08/18/25	16200	OLYMPIC REGION CLEAN AIR AGENCY	\$322.00
43444	08/18/25	16623	PALAMERICAN SECURITY INC.	\$97,791.89
43445	08/18/25	16765	PETROCARD INC.	\$27,826.23
43446	08/18/25	16974	POMP'S TIRE SERVICE INC.	\$328.78
43447	08/18/25	17290	PUGET SOUND ENERGY	\$0.00
43448	08/18/25	17290	PUGET SOUND ENERGY	\$20,827.95
43449	08/18/25	17388	QUALITY COLLISION PACIFIC NORTHWEST LLC	\$6,338.26
43450	08/18/25	17872	SARAH BOYLE	\$19,760.60
43451	08/18/25	17900	SCHETKY NORTHWEST SALES INC.	\$265.33
43452	08/18/25	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$131.27
43453	08/18/25	18145	SIX ROBBLEES' INC.	\$54.16
43454	08/18/25	18530	STANDARD PARTS CORP.	\$669.13
43455	08/18/25	18540	STANTEC CONSULTING SERVICES INC	\$91,198.82
43456	08/18/25	18893	TEC EQUIPMENT INC.	\$1,243.61

43457	08/18/25	21870	THURSTON COUNTY COUNCIL ON AGING	\$196.00
43458	08/18/25	22010	ROTTERS INC.	\$77.29
43459	08/18/25	23660	UNITED WAY OF THURSTON COUNTY	\$350.00
43460	08/18/25	23800	VESTIS GROUP INC.	\$545.82
43461	08/18/25	24030	WA ST AUDITOR'S OFFICE	\$7,831.33
43462	08/18/25	25673	WSP USA INC.	\$11,166.67
43463	08/21/25	01567	CANON FINANCIAL SERVICES INC.	\$4,324.43
43464	08/21/25	02060	AMERISAFE INC.	\$1,965.85
43465	08/21/25	03754	BOSTON HARBOR SERVICES INC.	\$318.13
43466	08/21/25	06120	CITY OF OLYMPIA	\$1,347.49
43467	08/21/25	06495	COLLECTION BUREAU OF WALLA WALLA INC.	\$977.27
43468	08/21/25	07220	CUMMINS INC.	\$1,067.14
43469	08/21/25	07350	CW JANITORIAL SERVICE LLC	\$44,861.68
43470	08/21/25	07620	DAVIS WRIGHT TREMAINE LLP	\$9,726.00
43471	08/21/25	08745	ELLIOTT AUTO SUPPLY CO INC.	\$440.78
43472	08/21/25	09662	FERRELLGAS LP	\$7,414.98
43473	08/21/25	10251	FRUITION GROWTH LLC	\$2,706.25
43474	08/21/25	10290	FUSION GRAPHIX LLC	\$1,943.37
43475	08/21/25	10477	GALLS PARENT HOLDINGS LLC	\$4,824.32
43476	08/21/25	10660	GILLIG LLC	\$9,132.68
43477	08/21/25	10759	GORDON TRUCK CENTERS INC	\$4,108.50
43478	08/21/25	11200	HD SUPPLY FACILITIES MAINTENANCE LTD.	\$1,365.01
43479	08/21/25	11207	HEATHER CHARD	\$1,200.00
43480	08/21/25	11831	INTRADO LIFE & SAFETY INC.	\$278.75
43481	08/21/25	11933	JESSE ORNDORFF	\$1,641.51
43482	08/21/25	12825	KIRK'S AUTOMOTIVE INC.	\$3,080.00
43483	08/21/25	12875	KPFF CONSULTING ENGINEERS INC	\$54,385.51
43484	08/21/25	14750	MULLINAX FORD OF OLYMPIA LLC	\$1,164.89
43485	08/21/25	14887	NATHAN VASS	\$600.00
43486	08/21/25	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$1,115.49
43487	08/21/25	15216	NORTHWEST BUS SALES INC	\$184.30
43488	08/21/25	16701	PEAK INDUSTRIAL INC.	\$236.33
43489	08/21/25	16765	PETROCARD INC.	\$101,878.86
43490	08/21/25	16969	POINT GRAPHICS LLC	\$161.41
43491	08/21/25	16974	POMP'S TIRE SERVICE INC.	\$165.55
43492	08/21/25	17388	QUALITY COLLISION PACIFIC NORTHWEST LLC	\$8,477.12
43493	08/21/25	17900	SCHETKY NORTHWEST SALES INC.	\$497.46
43494	08/21/25	18066	SHI INTERNATIONAL CORP.	\$30,399.50
43495	08/21/25	18530	STANDARD PARTS CORP.	\$505.66
43496	08/21/25	21655	THE W.W. WILLIAMS COMPANY LLC	\$24,445.97
43497	08/21/25	21830	THURSTON COUNTY SOLID WASTE	\$60.70
43498	08/21/25	21950	TITUS-WILL CHEVROLET	\$104.92
43499	08/21/25	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$0.00
43500	08/21/25	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$0.00
43501	08/21/25	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$0.00
43502	08/21/25	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$175,497.88
43503	08/21/25	24000	W. W. GRAINGER INC.	\$325.58
43504	08/21/25	24140	WA ST DEPARTMENT OF ENTERPRISE SERVICES	\$945.00
43505	08/26/25	24740	WA ST EMPLOYMENT SECURITY DEPARTMENT	\$3,866.44
ACH	08/01/25		AUTHORIZE.NET	\$247.17
ACH	08/01/25		DELANCY ARTHUR	\$138.00
ACH	08/01/25		DUDEK DAVID	\$216.40
ACH	08/01/25		FIOLA GERARD	\$35.00

ACH	08/01/25	FOSTER BUDDY	\$138.00
ACH	08/01/25	FOX HEIDI	\$15.00
ACH	08/01/25	HARPER ERIN	\$138.00
ACH	08/01/25	JANEWAY SUSAN	\$208.50
ACH	08/01/25	MCPHERSON KYLE	\$45.50
ACH	08/01/25	RUFFINI SARAH	\$133.50
ACH	08/01/25	STORBECK GLENN	\$15.00
ACH	08/08/25	HOUX BRENDEN	\$401.90
ACH	08/08/25	CHAFFEE DAVID	\$39.09
ACH	08/08/25	DEMERICE NICOLAS	\$226.10
ACH	08/08/25	LAMBERT DOUGLAS	\$20.00
ACH	08/08/25	LICHT JONATHAN	\$70.00
ACH	08/08/25	LOKEN RICHELLE	\$571.48
ACH	08/08/25	WOOD ROBERT D.	\$337.50
ACH	08/08/25	YEE JONATHON	\$401.90
ACH	08/15/25	BELL JOE	\$304.00
ACH	08/15/25	CLAUSON JOHN	\$303.84
ACH	08/15/25	CRASS CAMERON	\$386.86
ACH	08/15/25	INTERNATIONAL ASSOCIATION OF MACHINISTS	\$2,394.88
ACH	08/15/25	JIMENEZ CLINTON	\$303.84
ACH	08/15/25	LOKEN RICHELLE	\$304.00
ACH	08/15/25	MALAY SEAN	\$304.00
ACH	08/15/25	NEAL ALANA	\$335.93
ACH	08/15/25	PARKER RONALD	\$765.63
ACH	08/15/25	REYNOLDS JONATHAN	\$304.00
ACH	08/15/25	SMITH HEATHER	\$301.00
ACH	08/22/25	AGUERO JASON	\$1,549.93
ACH	08/22/25	HOUX BRENDEN	\$363.00
ACH	08/22/25	IT PROJECT ASSISTANCE	\$837.00
ACH	08/22/25	IT WELLNESS	\$690.00
ACH	08/22/25	JONES NICOLE	\$199.80
ACH	08/22/25	LY KATHLEENA	\$323.00
ACH	08/22/25	STACKPOLE PETER	\$384.88
ACH	08/25/25	DEPARTMENT OF REVENUE	\$1,956.80
ACH	08/29/25	CHAMBERS LORI	\$40.71
ACH	08/29/25	COLLINS AMANDA	\$424.19
ACH	08/29/25	DUDEK DAVID	\$464.84
ACH	08/29/25	GREGORY ERIK	\$224.70
ACH	08/29/25	HEINEMEYER ZACHARY R.	\$659.10
ACH	08/29/25	JONES NICOLE	\$19.80
ACH	08/29/25	KIATTIPAT-AGUINAGA SUTARAT	\$514.40
ACH	08/29/25	MARTIN SHARON	\$374.40
ACH	08/29/25	MILLER WILLIAM	\$464.84

\$3,709,028.80

**INTERCITY TRANSIT AUTHORITY
COMMUNITY ADVISORY COMMITTEE
JOINT MEETING
AGENDA ITEM NO. 7-A
MEETING DATE: September 17, 2025**

FOR: Intercity Transit Authority and Community Advisory Committee
FROM: Rob LaFontaine, Planning Deputy Director, 360-705-5832
SUBJECT: Contract Award for Construction of Bus Stop Pads

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- 1) **The Issue:** Consideration of a contract award for the construction of bus stop pads.
-
- 2) **Recommended Action:** Authorize the General Manager to enter into a contract with Four Seasons Concrete Construction, LLC for the construction of 147 bus stop pads, in the amount of \$2,487,587.61, inclusive of a 5% contingency.
-
- 3) **Policy Analysis:** The Procurement Policy states the Authority must approve any contract over \$100,000.
-
- 4) **Background:** Intercity Transit (Transit) secured funding through Congresswoman Strickland's Community Project Funding Requests and WSDOT's Regional Mobility Grant Program. These grants support the renovation and enhancement of 147 existing bus stops located within the Public Transportation Benefit Area's local jurisdictions' rights-of-way.

Final enhancements will include extended concrete pads, bulb-outs, and enhanced bulb-outs at key locations. These upgrades are designed to improve boarding efficiency, streamline transit operations, and reduce passenger wait times. By expanding the boarding area and improving stop design, the improvements will also enable all-door access for passengers, enhancing accessibility and overall rider experience.

Summary of Bus Stops to be Improved by Jurisdiction

Jurisdiction	No. of Stops
City of Olympia	64
City of Lacey	44
City of Tumwater	17
City of Yelm	10
Thurston County	7
Department of Enterprise Services	4
WSDOT	1
Total	147

Work Completed to Date: On August 7, 2024, the Authority authorized the General Manager to execute a Task Order with KPFF under the On-Call Engineering Services Master Contract #1937 to initiate Phase 1 of the project. KPFF completed the following scope of work as part of Phase 1:

- Site Evaluation and Feasibility Analysis
- Environmental Permitting (NEPA and Section 106 Compliance)
- Topographic Survey
- Design Engineering, including preparation of Plans, Specifications, and Estimates

Current Status: Following completion of Phase 1, Transit issued a Request for Bids on August 15, 2025, for the construction of the bus stop pads. By the September 4, 2025, deadline, Transit received six (6) bids ranging from \$2,369,131.06 to \$4,264,000.00. Four Seasons Concrete Construction, LLC submitted the lowest responsive and responsible bid in the amount of \$2,369,131.06, which is 26.6% below the engineer's estimate of \$3,227,807.00.

Four Seasons Concrete Construction, LLC has successfully completed similar infrastructure projects for the City of Covington, the City of Orting, and the Southwest Washington Fairgrounds. Based on their experience and past performance, staff recommends awarding the construction contract to Four Seasons Concrete Construction, LLC in the amount of \$2,487,587.61, which includes a 5% contingency to cover any unforeseen conditions during the project.

5) **Alternatives:**

- A. Authorize the General Manager to enter into a contract with Four Seasons Concrete Construction, LLC for the construction of 147 bus stop pads, in the amount of \$2,487,587.61, inclusive of a 5% contingency.
- B. Defer authorization.

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

7) **Goal References:** **Goal #1:** "Assess the transportation needs of our community throughout the Public Transportation Benefit Area." **Goal #2:** "Provide outstanding customer service." **Goal #3:** "Maintain a safe and secure operating system." **Goal #4:** "Provide responsive transportation options within financial and staffing limitations." **Goal #6:** "Encourage use of our services, reduce barriers to access and increase ridership." **Goal #7:** "Build partnerships to identify and implement innovative solutions that address mobility needs, access, and equity, as a service provider and as an employer."

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

**INTERCITY TRANSIT AUTHORITY
COMMUNITY ADVISORY COMMITTEE
JOINT MEETING
AGENDA ITEM NO. 7-B
MEETING DATE: September 17, 2025**

FOR: Intercity Transit Authority and Community Advisory Committee

FROM: Rob LaFontaine, Planning Deputy Director, 360-705-5832
Nick Demerice, Chief Marketing, Communication & Outreach Officer,
360-236-5058

SUBJECT: May 2026 – System Redesign Phase 3, Project Timeline

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- 1) **The Issue:** Present Authority and CAC members with a timeline for outreach, adoption, and implementation of phase 3 of the System Redesign expected to take effect in May 2026.
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- 2) **Recommended Action:** Information and discussion.
-
- 3) **Policy Analysis:** As a means to improve outreach, transparency, and public involvement, a staff presentation highlighting the adoption and implementation process will be shared with the Authority Board and Community Advisory Committee members.
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- 4) **Background:** On Sunday, May 3, 2026, Intercity Transit intends to implement the third and final phase of fixed-route system redesign. In an effort that began ten years prior (2016), Intercity Transit conducted a two-year public engagement process that informed the agency about the community's expectations and priorities for the future of public transportation in Thurston County. The comprehensive effort provided over 10,000 ideas and prioritized those into common themes, which were used to develop scenarios for the future that included:

- Service Reductions
- Status Quo System
- Transformational System

Overwhelmingly, 83 percent of survey respondents preferred a transformational system, while less than 4 percent said that service reductions would be acceptable. This was confirmed by the passage of Intercity Transit Proposition 1 in November 2018.

Phases 1 and 2 were completed May 2025 and September 2025 respectively; and included:

- [May 2025] Earlier and later service on high capacity (arterial) roads and moderate capacity (collector) streets, and
- [September 2025] Enhanced commuter services.

Phase 3 of the redesigned system continues Intercity Transit's response to what the community said it wanted. Specifically, the new system will deliver:

- Service to new areas, and
- High-frequency corridor service similar to bus rapid transit (BRT)

Achievement of the redesigned system is expected to occur across two major milestones: adoption and implementation. In order to preserve adequate time for implementation--a process that includes significant public education, as well as internal training and preparation--staff is targeting final adoption of the May 2026 Service Change Summary & Analysis in late 2025. The adoption process will include a formal public comment period, additional engagement and outreach, and a formal public hearing, tentatively scheduled for November 5, 2025.

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

6) **Budget Notes:** Phase 3 of the system redesign is reflected in the preliminary 2026 Annual Budget in terms of total operating employees, vehicles, and related facilities.

7) **Goal Reference:** **Goal #1:** *"Assess the transportation needs of our community throughout the Public Transportation Benefit Area."* **Goal #4:** *"Provide responsive transportation options within financial limitations."* **Goal #6:** *"Encourage use of our services, reduce barriers to access and increase ridership."*

8) **References:**
[2018 Short-Long Range Plan](#) (Proposition 1)

[2025-2030 Transit Development Plan - Section 7 Planned Operating Changes](#)

**INTERCITY TRANSIT AUTHORITY
COMMUNITY ADVISORY COMMITTEE
JOINT MEETING
AGENDA ITEM NO. 7-C
MEETING DATE: September 17, 2025**

FOR: Intercity Transit Authority and Community Advisory Committee

FROM: Emily Bergkamp, General Manager, 360-705-5889

SUBJECT: Community Advisory Committee (CAC) Self-Assessment

1) **The Issue:** Review the results of the CAC self-assessment and discuss how the CAC interacts and advises the Authority.

2) **Recommended Action:** For discussion and information only.

3) **Policy Analysis:** The CAC conducts a self-assessment annually and presents the results to the Authority at the September joint meeting.

4) **Background:** The CAC is a 20-member advisory group representing our diverse service area. The CAC provides input on local public transportation issues such as: Dial-A-Lift policies, service changes, strategic plans, the budget, fare structures, transit amenities and more.

The CAC conducted a self-assessment in August 2025. Eighteen members were eligible to complete the assessment, and sixteen members participated before the survey closed.

Discussion of results at the Joint Meeting provides a perfect opportunity to review what is working well and what could work better.

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

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

7) **Goal Reference:** Supporting a positive working relationship and open communications between the CAC and the Authority helps the agency achieve all goals.

8) **References:** 2025 CAC Self-Assessment Results.

**INTERCITY TRANSIT AUTHORITY
COMMUNITY ADVISORY COMMITTEE
JOINT MEETING
AGENDA ITEM NO. 7-D
MEETING DATE: September 17, 2025**

FOR: Intercity Transit Authority and Community Advisory Committee

FROM: Emily Bergkamp, General Manager, 360-705-5838

SUBJECT: Concept Review of Strategic Planning Process

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- 1) **The Issue:** The General Manager will provide a concept review and presentation of the Strategic Planning Process. This will prepare the CAC & ITA for follow-up conversations to inform the draft 2026-2031 Strategic Plan for eventual adoption by the end of the year.
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- 2) **Recommended Action:** For discussion and information only.
-
- 3) **Policy Analysis:** The Strategic Plan is Intercity Transit's primary policy document and Authority direction determines the level of resources and priorities devoted to specific services and projects. The first year of the Strategic Plan provides direction regarding service levels, programming and capital projects, which is the basis of the budget.
-
- 4) **Background:** The Strategic Plan is updated yearly by the General Manager and identifies policy positions and includes operating and capital budget recommendations covering a six-year period. It also addresses our state of growth in accordance with the [Intercity Transit's Long-Range Plan](#).
- Historically, the CAC and ITA review and discuss policy positions for updates and changes as needed prior to the drafting process. With Intercity Transit's return to pre-pandemic service levels, it also provides a return to a more thoughtful and visionary 2026-2031 Strategic Planning process with the CAC & ITA.
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- 5) **Alternatives:** N/A.
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- 6) **Budget Notes.** The Strategic Plan coordinates with the development of the annual budget. There are no contractual costs associated with the development of the plan.
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- 7) **Goal Reference:** The Strategic Plan specifies how resources will be allocated to address all of the Authority goals.
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- 8) **References:** [2025-2030-StrategicPlan_0.pdf](#)