

**AGENDA**  
**INTERCITY TRANSIT AUTHORITY**  
**September 3, 2014**  
**5:30 P.M.**

**CALL TO ORDER**

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

**2) INTRODUCTIONS 5 min.**

- A. Utchay Okori, Network System Analyst** (*Brent Campbell*)
- B. Dave Kolar, Commuter Services Assistant** (*Carolyn Newsome*)

**3) PUBLIC COMMENT 10 min.**

*Public Comment Note: This is the place on the agenda where the public is invited to address the Authority on any issue. The person speaking is asked to sign-in on the General Public Comment Form for submittal to the Clerk of the Board. Please include your first and last name, a mailing address or a phone number (in the event we need to contact you). When your name is called, step up to the podium and give your name for the audio record. If you are unable to utilize the podium, you will be provided a microphone at your seat. Citizens testifying are asked to limit testimony to three minutes.*

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

**4) APPROVAL OF CONSENT AGENDA ITEMS 1 min.**

- A. Approval of Minutes:** August 6, 2014, Regular Meeting; August 20, 2014, Special Meeting.
- B. Payroll:** August 2014 Payroll in the amount of \$2,683,256.38.
- C. Accounts Payable:** Warrants dated July 11, 2014, numbers 16908-16991, in the amount of \$476,003.79; warrants dated July 25, 2014, numbers 16996-17075 in the amount of \$326,186.08 for a monthly total of \$802,189.87.

Warrants dated August 8, 2014, numbers 17076; 17080-17161 in the amount of \$722,990.13; warrants dated August 22, 2014, numbers 17166-17243 in the amount of \$477,279.81 for a monthly total of \$1,200,269.94.

- D. Transit Pass Printing & Delivery Contract Extension:** Authorize the General Manager to execute a one-year contract extension with Tumwater Printing in the not-to-exceed amount of \$24,405, including taxes, for the provision of transit pass printing and delivery. (*LeAnna Sandy*)
- E. Surplus Property:** Declare the property listed on Exhibit "A" as surplus. (*Marilyn Hemmann*)

- |     |   |                |
|-----|---|----------------|
| 5)  | <b>PUBLIC HEARINGS</b> - None   | <b>0 min.</b>  |
| 6)  | <b>COMMITTEE REPORTS</b>  |                |
|     | <b>A. Thurston Regional Planning Council</b> ( <i>Karen Valenzuela</i> )                          | <b>3 min.</b>  |
|     | <b>B. Transportation Policy Board</b> ( <i>Ryan Warner</i> )                                      | <b>3 min.</b>  |
|     | <b>C. Citizen Advisory Committee</b> ( <i>Quinn Johnson</i> )                                     | <b>3 min.</b>  |
| 7)  | <b>NEW BUSINESS</b>   |                |
|     | <b>A. Adoption of the Annual Report &amp; Transit Development Plan</b><br>( <i>Dennis Bloom</i> ) | <b>10 min.</b> |
|     | <b>B. Evergreen State College Late Night Service</b> ( <i>Dennis Bloom</i> )                      | <b>10 min.</b> |
|     | <b>C. Renewal of ACS Maintenance Agreement</b> ( <i>Marilyn Hemmann</i> )                         | <b>10 min.</b> |
|     | <b>D. 2014 Fall Citizen Advisory Committee Recruitment</b><br>( <i>Ann Freeman-Manzanares</i> )   | <b>5 min.</b>  |
| 8)  | <b>GENERAL MANAGER'S REPORT</b>   | <b>10 min.</b> |
| 9)  | <b>AUTHORITY ISSUES</b>   | <b>10 min.</b> |
| 10) | <b>EXECUTIVE SESSION</b> - None   | <b>0 min.</b>  |

## ADJOURNMENT

*Intercity Transit is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin consistent with requirements of Title VI of the Civil Rights Act of 1964 and Federal Transit Administration guidance in FTA Circular 4702.*

*For questions regarding Intercity Transit's Title VI Program, you may contact the agency's Title VI Officer at (360) 705-5885 or [bholman@intercitytransit.com](mailto:bholman@intercitytransit.com).*

*If you need special accommodations to participate in this meeting, please call us at (360) 705-5860 three days prior to the meeting.*

*For TDD users, please use the state's toll-free relay service, 711 and ask the operator to dial (360) 705-5860.*

*Please consider using an alternate mode to attend this meeting: bike, walk, bus, carpool, or vanpool. This facility is served by Routes 62A, 62B (on Martin Way), and 66 (on Pacific Avenue).*

**Minutes**  
**INTERCITY TRANSIT AUTHORITY**  
**Regular Meeting**  
**August 6, 2014**

**CALL TO ORDER**

Chair Messmer called the August 6, 2014, meeting of the Intercity Transit Authority to order at 5:31 p.m., at the administrative offices of Intercity Transit.

**Members Present:** Chair and Citizen Representative Karen Messmer; Vice Chair and City of Olympia Councilmember Nathaniel Jones; Thurston County Commissioner Karen Valenzuela; City of Lacey Councilmember Jeff Gadman; City of Tumwater Councilmember Debbie Sullivan; City of Yelm Councilmember Joe Baker; Citizen Representative Don Melnick; Citizen Representative Ryan Warner; and Labor Representative Ed Bricker.

**Staff Present:** Ann Freeman-Manzanares; Dennis Bloom; Marilyn Hemmann; Mark Kallas; Jim Merrill; Pat Messmer; Carolyn Newsome; Jeff Peterson; Stephen Swan; and LeAnna Sandy.

**Others Present:** Legal Counsel Dale Kamerrer; Citizen Advisory Committee (CAC) member Julie Hustoft.

**APPROVAL OF AGENDA**

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

**INTRODUCTIONS & RECOGNITIONS**

A. Marilyn Hemmann introduced **LeAnna Sandy, Procurement Coordinator.**

**APPROVAL OF CONSENT AGENDA ITEMS**

Citizen Representative Melnick made a clarification to the July 16, 2014, minutes.

It was M/S/A by Commissioner Valenzuela and Councilmember Gadman to approve the consent agenda as presented, and the July 16, 2014, minutes were approved as corrected.

A. **Approval of Minutes:** July 2, 2014, Regular Meeting; July 16, 2014, Special Meeting.

B. **Payroll:** July 2014 Payroll in the amount of \$1,863,559.17.

## **Intercity Transit Authority Regular Meeting**

**August 6, 2014**

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- C. Accounts Payable:** Warrants dated June 13, 2014, numbers 16749-16825, in the amount of \$546,759.50; warrants dated June 27, 2014, numbers 16829-16906, in the amount of \$7,590,046.71 for a monthly total of \$8,136,806.21.
- D. Surplus Property:** Declared the property listed on Exhibit "A" as surplus.  
*(Marilyn Hemmann)*
- E. Janitorial Service and Supply Renewal:** Authorized the General Manager to execute a one-year contract extension with American Custodial, Inc., in the not-to-exceed amount of \$119,455, including taxes, for the provision of janitorial services and supplies. *(LeAnna Sandy)*
- F. Schedule a Public Hearing on the Transit Development Plan:** Scheduled a public hearing for August 20, 2014, 5:30 p.m. for the purpose of receiving and considering public comments on the annual Transit Development Plan: 2013 Summary and the 2014 - 2019 Plan. *(Dennis Bloom)*
- G. Special Meeting:** Scheduled a special meeting for Wednesday, September 17, 2014, to conduct a joint meeting of the Authority and the Citizen Advisory Committee.  
*(Ann Freeman-Manzanares)*

### **COMMITTEE REPORTS**

- A. Thurston Regional Planning Council (TRPC).** Commissioner Valenzuela reported the TRPC met July 11 at the Bucoda Community Center. They received a presentation from Mary Huff on the JBLM Results of the Community Survey. The survey consisted of 58 questions which approximately 5,000 military personnel completed. The results indicate 70% of military personnel live off base.

TRPC also received an update on the Regional Transportation Plan (RTP) on Goals and Policies presented by Jaily Brown. Valenzuela noted the Authority may want to watch the golden policies which include items we also make part of our strategic plan regarding transportation issues, such as clean fuels. She noted the upcoming discussion later in the year about our new buses and she suggested the Authority keep TRPC in the loop on that discussion.

Chair Messmer asked the Authority to consider when would be a good time for Intercity Transit to give a presentation to the public about how and what we do, and conduct a follow up discussion about expectations that are coming up surrounding planning issues and transit service. She indicated it may be worth giving a presentation at TRPC.

Commissioner Valenzuela indicated the TRPC will not meet in August.

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**August 6, 2014**

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**B. Transportation Policy Board (TPB).** Dennis Bloom provided the report on the July 9, 2014, meeting. He said the TBP received a number of updates from the TRPC staff including an update on the Regional Transportation Plan's Vision and Priority Survey, which ranked trains and public transit in the top five priorities, and the other on its Guiding Principles. He noted the Board approved Graham Sackrison's suggestion under Principles of Environmental and Human Health to include language minimizing greenhouse gases.

Karen Parkhurst provided a presentation on the annual update for Regional Coordinated Public Transit and Human Services Transportation Plan for the Thurston Region.

Bloom indicated the TPB will not meet in August.

**C. Citizen Advisory Committee (CAC).** Julie Hustoft reported on the July 21 CAC meeting. She said members received a presentation on the youth program; the vanpool program; and the van grant and community van programs. They also received information about revising the Dial-A-Lift No Show Policy. Consumer issues included the connection time between transit lines. For example, there are times when there is a minute or two difference in connection times with service from downtown Olympia to Shelton which creates problems for some riders.

### **NEW BUSINESS**

**A. Air Compressor Equipment and Installation.** Jeff Peterson presented for consideration a contract to purchase and install new air compressor units in the Maintenance Facility, and remove the existing air compressor units. The existing compressors and system air dryer were installed in 1984 and have reached the end of their useful life.

Jeff Gadman asked if there is a market for the old equipment. Peterson responded that staff, along with the help of the engineer, determined there is no value to the equipment, and the decision was made to scrap it.

**It was M/S/A by Councilmember Gadman and Vice Chair/Councilmember Jones to authorize the General Manager to enter into a contract with Harlow Construction Co., Inc. in the amount of \$158,347, including taxes.**

**B. Update on Federal Activity.** Freeman-Manzanares introduced the agency's federal advocate, Dale Learn from Gordon Thomas Honeywell Governmental Affairs. Learn reviewed the prospects for achieving goals and objectives. He said working under the direction of the General Manager, his agency's main objective is to obtain more federal funding anywhere it can be found, particularly for new buses.

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Secondarily, they also monitor federal policy that impacts transit or has connections to transit such as commuter tax credits. The biggest issue is restoring a balance between federal discretionary funding versus formula driven funding.

His agency is engaged with our federal delegation, committees of jurisdiction, and the FTA, as well as trade associations such as APTA to help make that case. They also suggest members of Congress or their senior staff (both locally and in Washington D. C.) visit transit systems to get an idea of the types of services being provided so they see firsthand the need for funding. Learn also engages with APTA on a quarterly basis and attends meetings.

Learn indicated Intercity Transit is doing well. APTA agrees to our position on restoring balance, as does the President, as reflected in both of their reauthorization proposals. The President has proposed a 7% increase to Congress on transit in general and APTA suggested that as well. Learn's discussions with the bus coalition shows the hill is getting the message for need of the legislative fix on this major issue. He noted there are other opportunities to pursue that will benefit the agency. He started working with the bus coalition on positive changes to reauthorization. There is 1.5% of Section 5307 that goes to agencies like Intercity Transit. There has been the suggestion to increase that to 3%. Currently, we get on average \$700,000 yearly under that program. There was recently a federal notice of available funding for an FTA program known as the Ladders of Opportunity Initiative which is \$100M recovered from Section 5309. An application was recently submitted for eight coaches under that program. The federal ask would be approximately \$4M. The TIGER Program, which is the largest discretionary general transportation grant program, provided \$4.1 billion since 2009 for 270 projects, approximately 18% of those projects have been transit. Learn said work is being done on reauthorization proposals, and we're being heard. We will continue to tell our story and look for opportunities to obtain funding. Learn answered Authority members' questions.

Debbie Sullivan asked if we were to complete our building design plan would we have a better opportunity for obtaining funding and grants. Learn said yes. He said we looked at the TIGER program for the Pattison Expansion, and there is the requirement to be at a certain phase.

Jeff Gadman referred to the new authorization and asked Learn if he sees anything in terms of helping a medium sized transit agency like Intercity Transit work towards service expansion. Learn said overall more money would allow for greater abilities to seek federal funds, however, we haven't seen anything on transit yet from either the House or Senate.

Ed Bricker asked if APTA works with transportation labor unions in lobbying. Learn replied yes, especially on authorization bills. A lot of the transportation

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unions are members of APTA. Freeman-Manzanares said in years past, the ATU has met in Washington D. C. at the same time staff is meeting with APTA, and traditionally we have attended receptions and meetings together, as well as gone to the hill together to show unity.

Don Melnick asked Learn if he's encountered any feedback regarding transit agencies refurbishing buses. Learn said he's hearing some systems talk about refurbishing buses; however, the FTA has stringent standards. There are many small agencies with limited resources that utilize refurbished buses.

Freeman-Manzanares said it really benefits the agency when Authority members attend the APTA conference held in March in Washington D. C. She said Learn has been a great advocate and does a good job helping staff prepare for those meetings and to have discussions with our representatives. The 2015 conference runs March 8 through 10.

**C. Review Draft of Annual Update of the Transit Development Plan.** Dennis Bloom introduced Senior Planner, Steve Swan and said Swan will present this same item to the Citizen Advisory Committee on August 25. Bloom reviewed the history and process of the Transit Development Plan (TDP) and touched on highlights of the draft document.

Jeff Gadman asked how the picture of the TDP document would change if the surface transportation bill isn't authorized until 2017. Bloom responded the biggest impact will be if we aren't able to replace our vehicles. Bloom said he'll present to the Authority in September what the budget will look like with service cuts.

Nathaniel Jones asked for clarification regarding the performance of Route 609 Tumwater to Lakewood. Bloom said bringing riders southbound from Pierce County who work for the state is working well. However, the northbound trips are not doing as well. The afternoon trips do well going north. He said staff is in the process of conducting onboard surveys to determine why this route is not doing well, and staff will continue to track and determine performance.

Jones noted Route 66 has more service hours than any other route, yet it has marginal performance. He asked if that is characteristic of that route. Bloom responded it's an interesting route in terms of what it's serving. We would see better ridership if there were more development in place or more residential.

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### **GENERAL MANAGER'S REPORT**

- Intercity Transit is moving forward with a Community Van Program at Jubilee in northeast Lacey. Staff will implement a pilot program as soon as a group of 28 volunteer drivers have attended the defensive driving course.
- Staff will offer presentations at Jubilee on Travel Training, the Bus Buddy Program and will partner with Mary Williams to present her Rebels by Bus program.
- There were 213 active vanpool groups. As of August 11, 2014, the Vanpool Department will be fully staffed.
- Transit Appreciation Day is being held Wednesday, August 13. The theme this year is "Bus-Stock, Groovin with Transit." Lunch is served between 10 a.m. and 4 p.m. The awards program begins at 12:04 p.m. All Authority and CAC members are invited.
- Intercity Transit will participate in the United Way Day of Caring scheduled for Friday, September 26. Our team will volunteer at the Olympia Kiwanis Food Bank Garden Harvest, harvesting vegetables for the Thurston County Food Bank network. We encourage the Authority and CAC members to join our team. Don Melnick and Nathaniel Jones will be joining us.
- Dash Saturday service ends August 30, 2014.
- There will be a change to Route 592 effective Monday, September 29, 2014. Intercity Transit will discontinue the 4:12 a.m. departure from the Olympia Transit Center, and add a 7:12 a.m. departure.
- The Citizen Advisory Committee meeting is being rescheduled to Monday, August 25, 2014, as staff will be attending the WSDOT Wall of Fame Conference August 17 - 20.
- Staff will attend the WSDOT Wall of Fame Conference in Yakima August 17 - 20. Intercity Transit is proud to announce employees in Operations and Maintenance will participate in the Rodeo Competition being held Sunday, August 17.

### **AUTHORITY ISSUES**

Nathaniel Jones thanked Don Melnick for his suggestion to research refurbished coaches. He said the information regarding the 40% savings in the original purchase price is substantial, but in order to fully understand the meaning of a refurbished



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vehicle we need to understand the vehicles' remaining life and maintenance experience. Jones asked staff to provide a full report on what it would mean to refurbish vehicles.

Ryan Warner provided a report on his attendance at the APTA Board Members' Conference held in Cleveland, Ohio. Several themes of this conference tie in with Intercity Transit's services -- America's Future is Riding on Public Transportation and Where Transportation Goes Community Grows. He attended several workshops - one included requirements under Map 21 regarding safety; engaging stakeholders in the community; and working with the Metropolitan Planning Organization (MPO). He met with several small systems and discussion focused around the bus coalition and how to advocate for small transit-only systems. There was another workshop that was well received about moving people from Dial-A-Ride programs to fixed route. Russell Thatcher just published TCRP Report 163 on this topic. Warner thanked Dennis Bloom and Emily Bergkamp for providing guidance on that workshop. The link to that report is:

[Strategy Guide to Enable and Promote the Use of Fixed-Route Transit by People with Disabilities | Blurbs | Main](#)

Chair Messmer thanked staff for providing a bus and the mini-bus during the Lakefair parade.

**ADJOURNMENT**

**It was M/S/A by Councilmember Baker and Citizen Representative Warner to adjourn the meeting at 7:25 p.m.**

**INTERCITY TRANSIT AUTHORITY**

**ATTEST**

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**Karen Messmer, Chair**

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**Pat Messmer  
Clerk to the Authority**

**Date Approved: September 3, 2014.**

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

**EXHIBIT "A" SURPLUS PROPERTY - AUGUST 2014**

<b>VEHICLE</b>	<b>DESCRIPTION</b>	<b>MILEAGE</b>	<b>VALUE</b>
903	1998 Gillig low-floor 40' coach	697,371	4,000.00
905	1998 Gillig low-floor 40' coach	773,205	4,000.00
906	1998 Gillig low-floor 40' coach	722,194	4,000.00
908	1998 Gillig low-floor 40' coach	733,385	4,000.00
910	1998 Gillig low-floor 40' coach	738,350	4,000.00
911	1998 Gillig low-floor 40' coach	820,920	4,000.00
912	1998 Gillig low-floor 40' coach	685,312	4,000.00
<b>INVENTORY</b>			<b>VALUE</b>
3 pallets	Misc. parts for 900 series coaches		5,617.54
<b>FACILITIES</b>		<b>EACH</b>	<b>VALUE</b>
1	Bandsaw - Wellsaw Model 588, (UTMA & SGE 00154)	75.00	75.00
2	Cushioned lounge chairs (Model FOE 324)	7.50	15.00
1	Office chair - Steelcase Model 4545310M-1992	10.00	10.00
1	Office chair - Steelcase Model 454162M-1993	10.00	10.00
5	Cigarette urns - Barco pebble finish gray concrete - SWO11	50.00	250.00
10	Bus shelters - Ace aluminum standard size, 5' X 9'6"	300.00	3,000.00
1	SMARTboard - 46.25" x 61.75", Model 20-00647-00, w/4 markers	150.00	150.00
1	Water dispenser - GE Model GXCF05D, 115V 60Hz 4.7A-R134a/28g	10.00	10.00
<b>INFORMATION</b>	<b>SERVICES</b>		
1	Dell 19" LCD 1900FP - no stand	5.00	5.00
1	Dell 19" LCD 1900FP	10.00	10.00
2	Dell 20" LCD 2005FPW	15.00	30.00
2	Dell 20" LCD 2005FPW - no stand	10.00	20.00
1	Dell 20" LCD 2005FPW - no stand, no power supply	5.00	5.00
1	Dell Optiplex 745	35.00	35.00
5	Dell Optiplex 755	40.00	200.00
1	Dell Precision 380	40.00	40.00
6	Dell Optiplex 780	50.00	300.00
1	Dell Poweredge server -- no hard drives	40.00	40.00
1	Dell Poweredge server	75.00	75.00
1	Dell Poweredge server R710	125.00	125.00
1	Dell PowerConnect 2724	45.00	45.00
1	Cisco Catalyst 2950	30.00	30.00
1 box	Misc. Siemen's telephones, IS parts, cables	175.00	175.00
1 box	Misc. printers and parts, radios, disks, parts, cables	50.00	50.00
1 box	Misc. Starkey volume controls, keyboards, cables, parts	25.00	25.00
	<b>TOTAL</b>		<b>38,347.54</b>

**Minutes**  
**INTERCITY TRANSIT AUTHORITY**  
**SPECIAL MEETING**  
**AUGUST 20, 2014**

**CALL TO ORDER**

Chair Karen Messmer called the August 20, 2014, Special meeting of the Intercity Transit Authority to order at 5:30 p.m., at the administrative offices of Intercity Transit.

**Members Present:** Chair and Citizen Representative Karen Messmer; Vice Chair and City of Olympia Councilmember Nathaniel Jones; Thurston County Commissioner Karen Valenzuela; City of Lacey Councilmember Virgil Clarkson; City of Tumwater Councilmember Debbie Sullivan; City of Yelm Councilmember Joe Baker; Citizen Representative Don Melnick; and Citizen Representative Ryan Warner.

**Members Excused:** City of Lacey Councilmember Jeff Gadman and Labor Representative Ed Bricker.

**Staff Present:** Ann Freeman-Manzanares; Emily Bergkamp; Ben Foreman; Pat Messmer; Carolyn Newsome; and Steve Swan.

**Others Present:** Citizen Advisory Committee (CAC) member Faith Hagenhofer.

**APPROVAL OF AGENDA**

Chair Messmer announced an amendment to the agenda. The General Manager will conduct a special recognition after the introductions.

**It was M/S/A by Commissioner Valenzuela and Citizen Representative Warner to approve the agenda as amended.**

**INTRODUCTIONS**

**A. Carolyn Newsome introduced Tamara Cowles, Commuter Services Assistant.**

**B. Marilyn Hemmann introduced Tammy Ferris, Procurement Coordinator.**

**RECOGNITIONS**

Ann Freeman-Manzanares recognized and congratulated Maintenance staff members William Snyder, Joe Bell and Grant Swidecki for taking first place in the Washington

## **Intercity Transit Authority Special Meeting**

**August 20, 2014**

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State Department of Transportation Roadeo competition held in Yakima on Sunday, August 17. The competitors underwent a written exam of 25 questions with a 15-minute time limit; an engine test – they had 10 minutes to find 7 defects; a 7-minute coach inspection; and a 10-minute Thermo King HVAC systems in which to find 7 defects.

### **PUBLIC COMMENT**

**Shirley Frost, Tumwater**, wanted staff to know that on Saturday, August 16, she took a Dial-A-Lift van, and said the driver secured her seated walker; however, he did not secure several bags containing personal items which were sitting on top of the walker. During the ride, several items came loose and fell out of the bag(s) onto the floor under her walker, which she picked up before exiting the van.

Ms. Frost said the driver dropped her off at the Olympia Senior Center, where she was scheduled to take a day trip; however, there wasn't anyone there and she had to take the bus to the Senior Center in Lacey. Apparently there was a miscommunication with the staff at the senior center and Ms. Frost didn't make it in time for her trip,

**Sergey Rybalkia, Lacey**, indicated he lives out of the Dial-A-Lift service area in the Campus Glen neighborhood. He is very happy to hear Intercity Transit is considering expanding service to Jubilee as that would benefit his neighborhood, the future two developments being built, and a middle school breaking ground in the fall.

### **PUBLIC HEARING DRAFT ANNUAL REPORT AND TRANSIT DEVELOPMENT PLAN**

Senior Planner, Steve Swan, reported the public review process for the Draft Annual Report and Transit Development Plan is complete and only one comment was received by the deadline. He indicated staff will come before the Authority to seek adoption of the plan at the September 3, 2014, Authority meeting.

Chair Messmer opened the public hearing at 5:52 p.m. to receive comments.

Hearing no comments, Chair Messmer closed the public hearing at 5:53 p.m.

### **CITIZEN ADVISORY COMMITTEE REPORT**

No report.

## **Intercity Transit Authority Special Meeting**

**August 20, 2014**

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### **2015 DRAFT BUDGET/2015-2020 STRATEGIC PLAN CALENDAR AND BUDGET PROGRESS TO DATE**

Ben Foreman updated the Authority on the findings of a previous audit. The Federal Transit Association (FTA) indicated they wanted Intercity Transit to undergo an enhanced triennial review, which was just completed. Based on that review the FTA reported they found no deficiencies.

Foreman provided an update on the proposed 2015 Draft Budget and reviewed the 2015-2020 Strategic Plan Calendar. He noted staff is beginning the budget process sooner than usual due to other time constraints, however, that will have no impact on the process. Foreman referred to a handout indicating the following timeline:

- August 21 – Develop Capital Program for Budget and Strategic Plan
- September 3 – Present to the Authority
- September 5 – First 2015 Budget Team Kickoff Meeting
- September 17 – ITA/CAC Joint Meeting Strategic Plan Discussion
- October 1 – Seek Authority approval to set public hearing on November 5
- October 15 – Present Draft Budget
- October 22 – Draft budget available to public
- November 5 – Public Hearing
- December 3 – Adopt 2015 budget

### **REVISING DIAL-A-LIFT NO-SHOW POLICY DL-6251**

Emily Bergkamp explained staff seeks feedback from the Authority regarding recommended revisions to Policy DL-6251. She indicated that during the FTA Triennial Review process in June, it was discovered the current Dial-A-Lift (DAL) policy of issuing warnings and suspensions based solely on an absolute number of no-shows may be too restrictive for some clients, therefore, the policy needs revision.

The FTA provided guidance for frequency parameters and with that, Bergkamp created a draft revision of Policy DL-6251. She explained the DAL no-show policy can easily be adapted to include reviewing a rider's proportion of trips missed. Staff proposes using the FTA recommendations of reviewing a rider's no-show rate when they have missed five trips. The current average no-show rate for all clients is approximately 3%. Staff proposes setting the no-show rate at 10% of trips taken to institute warnings and suspensions. Two transit agencies already moved to this proportional no-show policy – Pierce Transit and Kitsap Transit – both using the 10%. With the current no-show policy, staff works with riders before instituting any type of suspension, even if they have reached the level where a suspension is justified. Bergkamp likes to work with

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**August 20, 2014**

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riders before implementing a suspension if there is something that can be done to help them schedule their trip times better or to find out if there were any no-shows beyond their control.

Bergkamp provided a refresher of what the Dial-A-Lift service entails, and reviewed what constitutes a no-show, then answered questions.

Councilmember Sullivan noted the presentation indicated five missed trips in a calendar month and asked if trips are ever based on a rotating 30-day basis. Bergkamp replied staff used to calculate on a continuous 30-day basis, however, she feels it would be easier to look at a calendar month for tracking purposes.

Councilmember Jones asked if staff looked back on previous experience to determine what impact this policy change would have. Bergkamp responded no because it would be difficult since the suspension rate is so low. For example, if a client has four no-shows in a month, staff sends a letter. If they receive two more no-shows they receive a one week suspension. Staff normally reviews records when there have been five no-shows and then staff would also look at the proportion of trips missed. Bergkamp feels there will be fewer suspensions for clients because it will be less restrictive and the policy will be more supportive of clients' needs. Often it's new riders learning the system. She also said cost avoidance or cost savings will be about the same.

Commissioner Valenzuela said it would be helpful for the Authority to receive a minimal overview looking back on previous experience to determine what impact this policy change will create. Bergkamp said she will look up information from the past six months of suspensions and see how that would compare to the updated policy.

### **GENERAL MANAGER'S REPORT**

Ridership for July was at 360,784 boardings. That is up .10% from boardings last year through July.

There are 218 vanpools, and the Vanpool Department is now fully staffed.

Vanpool staff taught two of the three defensive driving classes at Jubilee. There are 28 volunteer drivers. Service will begin at Jubilee on September 1, 2014.

Staff is preparing for the ITA/CAC Joint Meeting being held on Wednesday, September 17.

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**August 20, 2014**

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Dennis Bloom, Carolyn Newsome and Freeman-Manzanares are meeting with the City of Lacey staff, along with the EDC, and TRPC to talk about developing a survey about transportation needs for the businesses in northeast Lacey.

**AUTHORITY ISSUES**

Citizen Representative Ryan Warner attended the Washington State Department of Transportation Wall of Fame conference in Yakima, and he said Intercity Transit had great presence. Staff conducted great presentations at several of the workshops. Overall, Intercity Transit was represented very well.

Chair Messmer noted Intercity Transit put on a great Transit Appreciation Day on August 13. She and Councilmember Jones handed out service awards, and enjoyed the food and activities.

**ADJOURNMENT**

**It was M/S/A by Councilmember Baker and Vice Chair/Councilmember Jones to adjourn the meeting at 6:34 p.m.**

**INTERCITY TRANSIT AUTHORITY**

**ATTEST**

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**Karen Messmer, Chair**

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**Pat Messmer  
Clerk to the Authority**

**Date Approved: September 3, 2014**

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: 07/11/2014

Thru Date: 07/11/2014

Check #	Check Date	Ref #	Name	Amount	Voided
00016908	7/11/2014	01230	A WORKSAFE SERVICE INC	\$139.00	
00016909	7/11/2014	01405	ADVANCE GLASS INC	\$1,742.63	
00016910	7/11/2014	01465	AFFILIATED COMPUTER SERVICES INC	\$370.27	
00016911	7/11/2014	01660	ALL STAR FORD	\$2,838.86	
00016912	7/11/2014	01780	AMALGAMATED TRANSIT UNION 1765	\$149.00	
00016913	7/11/2014	01815	AMERICAN CUSTODIAL INC	\$9,664.65	
00016914	7/11/2014	01960	AMERICAN SEATING COMPANY	\$449.30	
00016915	7/11/2014	02060	AMERISAFE	\$168.10	
00016916	7/11/2014	02380	ARAMARK UNIFORM SERVICES	\$848.02	
00016917	7/11/2014	02580	ASSOCIATED PETROLEUM	\$604.93	
00016918	7/11/2014	02825	AUTO PLUS - OLYMPIA	\$723.29	
00016919	7/11/2014	03350	BERNIE'S CUSTOM PAINT, INC.	\$437.52	
00016920	7/11/2014	03767	BOSCH AUTO SVC SOLUTIONS	\$105.33	
00016921	7/11/2014	03940	B&B SIGN COMPANY LLC	\$580.12	
00016922	7/11/2014	04120	BUILDERS HARDWARE CO	\$258.41	
00016923	7/11/2014	05280	CAPITAL LAKEFAIR INC	\$2,639.00	
00016924	7/11/2014	05305	CAPITOL ALARM INC	\$315.66	
00016925	7/11/2014	05945	CENTURYLINK COMMUNICATIONS LLC	\$31.66	
00016926	7/11/2014	06040	CITY OF LACEY	\$869.77	
00016927	7/11/2014	06080	CITY OF OLYMPIA-	\$70.00	
00016928	7/11/2014	06607	COMDATA	\$51,706.05	
00016929	7/11/2014	06610	COMMERCIAL BRAKE & CLUTCH	\$2,485.67	
00016930	7/11/2014	07220	CUMMINS NORTHWEST INC	\$12,508.22	
00016931	7/11/2014	08780	EMERALD SERVICES INC	\$629.96	
00016932	7/11/2014	08840	EMPLOYER RESOURCES NORTHWEST	\$6,117.34	
00016933	7/11/2014	08855	ENERGY INDUSTRIES (WASHINGTON) LLC	\$328.58	
00016934	7/11/2014	09660	FERGUSON ENTERPRISES, INC	\$4,528.41	
00016935	7/11/2014	09805	FLEET PRIDE	\$32.09	
00016936	7/11/2014	09855	FLT CONSULTING INC	\$3,000.00	
00016937	7/11/2014	10605	GENFARE	\$254.49	
00016938	7/11/2014	10660	GILLIG LLC	\$0.00	✓
00016939	7/11/2014	10660	GILLIG LLC	\$22,928.25	
00016940	7/11/2014	10758	GORDON THOMAS HONEYWELL GOV AFFAIR	\$6,000.00	
00016941	7/11/2014	10805	GRAHAM CHARLES	\$80.00	
00016942	7/11/2014	10820	GRAPHIC COMMUNICATIONS	\$2,053.50	
00016943	7/11/2014	10990	HANDI-HUT, INC.	\$104,387.00	
00016944	7/11/2014	11414	HULTZ BHU ENGINEERS INC	\$512.70	
00016945	7/11/2014	11615	INDUSTRIAL HYDRAULICS INC	\$193.67	
00016946	7/11/2014	11750	INTERCITY TRANSIT EXEC IMPREST ACCOU	\$2,430.00	
00016947	7/11/2014	11930	JERRYS AUTOMOTIVE TOWING	\$670.20	
00016948	7/11/2014	13510	LES SCHWAB TIRE CENTER	\$406.25	
00016949	7/11/2014	14160	MCMASTER-CARR SUPPLY CO.	\$134.99	
00016950	7/11/2014	14760	ABC BUS, INC.	\$524.07	
00016951	7/11/2014	14900	NAPA AUTO PARTS	\$368.23	
00016952	7/11/2014	16490	PACIFIC DISPOSAL INC	\$618.74	
00016953	7/11/2014	16557	PACIFIC MODULAR, INC	\$489.60	
00016954	7/11/2014	16593	PACIFIC OFFICE AUTOMATION	\$1,799.99	
00016955	7/11/2014	16595	PACIFIC POWER GROUP LLC	\$751.19	
00016956	7/11/2014	16695	PATTISON WATER COMPANY	\$164.54	
00016957	7/11/2014	16765	PETRO CARD	\$65,898.48	
00016958	7/11/2014	16841	PIONEER FIRE & SECURITY INC	\$213.00	
00016959	7/11/2014	16873	PITNEY BOWES GLOBAL FINANCIAL SERV LL	\$228.48	
00016960	7/11/2014	16874	PITNEY BOWES PURCHASE POWER	\$1,500.00	
00016961	7/11/2014	17290	PUGET SOUND ENERGY	\$11,453.80	

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From Date: 07/11/2014

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Check #	Check Date	Ref #	Name	Amount	Voided
00016962	7/11/2014	17392	QUALITY PARKING LOT SERVICES LLC	\$7,747.84	
00016963	7/11/2014	17505	RAINIER DODGE INC	\$267.47	
00016964	7/11/2014	17900	SCHETKY NW SALES INC	\$2,595.43	
00016965	7/11/2014	17965	SEATTLE AUTOMOTIVE DIST.	\$63.05	
00016966	7/11/2014	17986	SECURITAS SECURITY SERVICES USA INC	\$13,509.69	
00016967	7/11/2014	18075	SIEGEL OIL COMPANY	\$167.60	
00016968	7/11/2014	18395	SOUTH SOUND PHYSICAL & HAND THERAPY	\$150.00	
00016969	7/11/2014	18470	SPORTWORKS NORTHWEST INC	\$87.04	
00016970	7/11/2014	18635	STEVE VENTO PHOTOGRAPHY	\$591.33	
00016971	7/11/2014	18705	SUNBELT RENTALS	\$858.07	
00016972	7/11/2014	18711	SUNSET AIR INC	\$328.82	
00016973	7/11/2014	18720	SUPER BEE WHEEL ALIGNMENT	\$556.32	
00016974	7/11/2014	18735	SUPERIOR IMAGING GROUP	\$9,557.38	
00016975	7/11/2014	21865	THURSTON ECONOMIC DEVELOPMENT COU	\$500.00	
00016976	7/11/2014	21880	THURSTON REGIONAL PLANNING COUNCIL	\$9,115.25	
00016977	7/11/2014	21930	TIRES INC	\$2,083.07	
00016978	7/11/2014	21950	TITUS-WILL CHEVROLET	\$2,061.30	
00016979	7/11/2014	22010	TOYOTA OF OLYMPIA	\$255.14	
00016980	7/11/2014	22100	TRANSIT SOLUTIONS, LLC	\$374.99	
00016981	7/11/2014	22260	TRI-DIM FILTER CORPORATION	\$303.73	
00016982	7/11/2014	22420	TUMWATER PRINTING	\$505.46	
00016983	7/11/2014	23400	U S BANK CORPORATE PAYMENT SYSTEMS	\$82,725.89	
00016984	7/11/2014	23405	U S BANK or CORPORATE PAYMENT SYSTEM	\$5,496.27	
00016985	7/11/2014	23660	UNITED WAY OF THURSTON COUNTY	\$2,098.50	
00016986	7/11/2014	23740	USSC LLC	\$439.01	
00016987	7/11/2014	23820	VERIZON WIRELESS	\$2,650.11	
00016988	7/11/2014	24750	WA ST GET PROGRAM	\$322.50	
00016989	7/11/2014	25380	WASHINGTON GARDENS	\$315.52	
00016990	7/11/2014	25858	WESTCARE CLINIC LLC PS	\$74.00	
00016991	7/11/2014	26410	XPIO CORPORATION	\$1,800.00	
<b>Total:</b>				<b>\$476,003.79</b>	

# Intercity Transit

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Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 07/25/2014

Thru Date: 07/25/2014

Check #	Check Date	Ref #	Name	Amount	Voided
00016996	7/25/2014	01311	ACCESS INFORMATION MANAGEMENT	\$563.72	
00016997	7/25/2014	01405	ADVANCE GLASS INC	\$769.90	
00016998	7/25/2014	01660	ALL STAR FORD	\$1,174.13	
00016999	7/25/2014	01780	AMALGAMATED TRANSIT UNION 1765	\$14,218.95	
00017000	7/25/2014	01805	AMB TOOLS AND EQUIPMENT CO INC	\$40.47	
00017001	7/25/2014	01820	AMERICAN DRIVING RECORDS INC	\$870.87	
00017002	7/25/2014	01885	AMERICAN LANDSCAPE SERVICES, LLC	\$3,916.80	
00017003	7/25/2014	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$189.60	
00017004	7/25/2014	02380	ARAMARK UNIFORM SERVICES	\$816.03	
00017005	7/25/2014	02480	ASE SUPPLY INC	\$103.98	
00017006	7/25/2014	02580	ASSOCIATED PETROLEUM	\$713.40	
00017007	7/25/2014	05280	CAPITAL LAKEFAIR INC	\$455.00	
00017008	7/25/2014	05340	CAPITOL COURIER SERVICE	\$349.12	
00017009	7/25/2014	05460	CARQUEST AUTO PARTS-OLYMPIA	\$30.73	
00017010	7/25/2014	05740	CED	\$94.93	
00017011	7/25/2014	05940	CENTURYLINK COMMUNICATIONS LLC	\$2,995.74	
00017012	7/25/2014	05945	CENTURYLINK COMMUNICATIONS LLC	\$116.17	
00017013	7/25/2014	06060	CITY OF OLYMPIA	\$867.20	
00017014	7/25/2014	06120	CITY OF OLYMPIA UTILITIES	\$6,409.86	
00017015	7/25/2014	06610	COMMERCIAL BRAKE & CLUTCH	\$3,368.63	
00017016	7/25/2014	07150	CROSSROADS COLLISION CENTER	\$515.28	
00017017	7/25/2014	07220	CUMMINS NORTHWEST INC	\$4,703.93	
00017018	7/25/2014	07617	DAVID M HOWE TRUSTEE	\$761.68	
00017019	7/25/2014	08780	EMERALD SERVICES INC	\$411.36	
00017020	7/25/2014	08855	ENERGY INDUSTRIES (WASHINGTON) LLC	\$124,914.68	
00017021	7/25/2014	08960	ERGOMETRICS & APPLIED PERSONNEL RES	\$1,064.33	
00017022	7/25/2014	09180	EXPRESS SERVICES INC	\$1,291.32	
00017023	7/25/2014	09805	FLEET PRIDE	\$438.52	
00017024	7/25/2014	10660	GILLIG LLC	\$13,487.63	
00017025	7/25/2014	10820	GRAPHIC COMMUNICATIONS	\$169.73	
00017026	7/25/2014	11785	INTERNATIONAL ASSOCIATION OF MACHINIS	\$2,816.50	
00017027	7/25/2014	11810	INTERSTATE BATTERY	\$226.20	
00017028	7/25/2014	11865	ISLAND SUPERIOR AIR FILTER	\$634.54	
00017029	7/25/2014	11930	JERRYS AUTOMOTIVE TOWING	\$670.20	
00017030	7/25/2014	12825	KIRK'S AUTOMOTIVE INC.	\$440.00	
00017031	7/25/2014	12915	KRXY OLYMPIA BROADCASTERS INC	\$1,200.00	
00017032	7/25/2014	12945	KXXO MIXX 96 FM	\$2,132.00	
00017033	7/25/2014	13440	LAW LYMAN DANIEL KAMERRER BOGDANOVI	\$2,069.35	
00017034	7/25/2014	13485	LEMAY MOBILE SHREDDING	\$60.00	
00017035	7/25/2014	13661	LOOMIS	\$384.52	
00017036	7/25/2014	13850	MASON TRANSIT AUTHORITY	\$1,104.00	
00017037	7/25/2014	14590	MOHAWK MFG & SUPPLY	\$42.82	
00017038	7/25/2014	14900	NAPA AUTO PARTS	\$637.15	
00017039	7/25/2014	15269	NORTHWEST TRUCK & INDUSTRIAL INC	\$273.20	
00017040	7/25/2014	15585	OLYMPIA FOOD CO-OP	\$65.00	
00017041	7/25/2014	16595	PACIFIC POWER GROUP LLC	\$552.55	
00017042	7/25/2014	16765	PETRO CARD	\$93,633.38	
00017043	7/25/2014	16900	PLUMBMASTER, INC	\$35.89	
00017044	7/25/2014	17130	PRESTIGE TRUCK ACCESSORIES	\$54.34	
00017045	7/25/2014	17290	PUGET SOUND ENERGY	\$1,500.24	
00017046	7/25/2014	17505	RAINIER DODGE INC	\$1,337.93	
00017047	7/25/2014	17900	SCHETKY NW SALES INC	\$307.45	
00017048	7/25/2014	17965	SEATTLE AUTOMOTIVE DIST.	\$192.27	
00017049	7/25/2014	18068	SHINING EXAMPLE INC	\$303.33	

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From Date: 07/25/2014

Thru Date: 07/25/2014

Check #	Check Date	Ref #	Name	Amount	Voided
00017050	7/25/2014	18145	SIX ROBBLEES INC	\$238.95	
00017051	7/25/2014	18210	SME SOLUTIONS	\$908.50	
00017052	7/25/2014	18470	SPORTWORKS NORTHWEST INC	\$330.80	
00017053	7/25/2014	18651	STORMANS (LICENSING)	\$93.00	
00017054	7/25/2014	18705	SUNBELT RENTALS	\$506.85	
00017055	7/25/2014	18720	SUPER BEE WHEEL ALIGNMENT	\$262.90	
00017056	7/25/2014	18940	TENNANT COMPANY	\$184.30	
00017057	7/25/2014	18990	THERMO KING NORTHWEST	\$738.61	
00017058	7/25/2014	21830	THURSTON COUNTY SOLID WASTE	\$63.00	
00017059	7/25/2014	21870	THURSTON MASON SENIOR NEWS -THE	\$114.00	
00017060	7/25/2014	21930	TIRES INC	\$9,677.66	
00017061	7/25/2014	21950	TITUS-WILL CHEVROLET	\$0.00	<input checked="" type="checkbox"/>
00017062	7/25/2014	21950	TITUS-WILL CHEVROLET	\$3,638.46	
00017063	7/25/2014	22010	TOYOTA OF OLYMPIA	\$420.98	
00017064	7/25/2014	22325	TTL PARTNERS LLC	\$3,365.00	
00017065	7/25/2014	22420	TUMWATER PRINTING	\$315.23	
00017066	7/25/2014	23660	UNITED WAY OF THURSTON COUNTY	\$1,106.00	
00017067	7/25/2014	23724	US HEALTHWORKS MEDICAL GROUP WA, PS	\$99.00	
00017068	7/25/2014	24000	W W GRAINGER INC	\$88.19	
00017069	7/25/2014	24030	WA ST AUDITORS OFFICE	\$4,706.68	
00017070	7/25/2014	24040	WA ST CONSOLIDATED TECHNOLOGY SERVI	\$102.04	
00017071	7/25/2014	24140	WA ST DEPT OF ENTERPRISE SERVICES	\$438.00	
00017072	7/25/2014	24280	WA ST DEPT OF L & I -RIGHT TO KNOW	\$700.00	
00017073	7/25/2014	24345	WA ST DEPT OF LICENSING BUSINESS	\$30.00	
00017074	7/25/2014	24750	WA ST GET PROGRAM	\$322.50	
00017075	7/25/2014	26800	ZUMAR INDUSTRIES INC	\$1,238.88	
<b>Total:</b>				<b>\$326,186.08</b>	

# Intercity Transit

## Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 08/08/2014

Thru Date: 08/08/2014

Check #	Check Date	Ref #	Name	Amount	Voided
00017076	8/8/2014	23530	U S POSTAL SERVICE	\$500.00	
00017080	8/8/2014	06775	COMPUCOM SYSTEMS INC	\$38,815.78	
00017081	8/8/2014	01405	ADVANCE GLASS INC	\$1,250.86	
00017082	8/8/2014	01465	AFFILIATED COMPUTER SERVICES INC	\$1,361.26	
00017083	8/8/2014	01780	AMALGAMATED TRANSIT UNION 1765	\$119.00	
00017084	8/8/2014	01805	AMB TOOLS AND EQUIPMENT CO INC	\$468.73	
00017085	8/8/2014	01895	AMERICAN PETROLEUM ENVIRONMENTAL S	\$200.00	
00017086	8/8/2014	01960	AMERICAN SEATING COMPANY	\$894.54	
00017087	8/8/2014	02060	AMERISAFE	\$52.23	
00017088	8/8/2014	02315	APPLE TREE PRODUCTIONS	\$100.00	
00017089	8/8/2014	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$129.65	
00017090	8/8/2014	03350	BERNIE'S CUSTOM PAINT, INC.	\$3,325.02	
00017091	8/8/2014	03610	BLANCHARD ELECTRIC	\$973.76	
00017092	8/8/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	✓
00017093	8/8/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	✓
00017094	8/8/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$0.00	✓
00017095	8/8/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$5,008.77	
00017096	8/8/2014	03940	B&B SIGN COMPANY LLC	\$189.92	
00017097	8/8/2014	04120	BUILDERS HARDWARE CO	\$44.26	
00017098	8/8/2014	05945	CENTURYLINK COMMUNICATIONS LLC	\$33.85	
00017099	8/8/2014	06040	CITY OF LACEY	\$747.07	
00017100	8/8/2014	06607	COMDATA	\$47,579.12	
00017101	8/8/2014	06610	COMMERCIAL BRAKE & CLUTCH	\$1,287.81	
00017102	8/8/2014	07220	CUMMINS NORTHWEST INC	\$15,905.43	
00017103	8/8/2014	07560	DATAQUEST	\$58.00	
00017104	8/8/2014	08060	DON SMALL AND SONS OIL	\$377.44	
00017105	8/8/2014	08780	EMERALD SERVICES INC	\$693.48	
00017106	8/8/2014	09180	EXPRESS SERVICES INC	\$1,519.20	
00017107	8/8/2014	09660	FERGUSON ENTERPRISES, INC	\$6,867.78	
00017108	8/8/2014	09665	FERRIS, MICHEAL	\$91.02	
00017109	8/8/2014	10290	FUSION GRAPHIX	\$518.81	
00017110	8/8/2014	10605	GENFARE	\$95.90	
00017111	8/8/2014	10660	GILLIG LLC	\$0.00	✓
00017112	8/8/2014	10660	GILLIG LLC	\$11,758.39	
00017113	8/8/2014	10886	GROUP HEALTH COOPERATIVE	\$95.00	
00017114	8/8/2014	11175	HEALTH CARE AUTHORITY	\$256,458.49	
00017115	8/8/2014	11285	HILTI INC	\$685.08	
00017116	8/8/2014	11615	INDUSTRIAL HYDRAULICS INC	\$473.83	
00017117	8/8/2014	11765	INTERCITY TRANSIT PETTY CASH	\$271.35	
00017118	8/8/2014	11810	INTERSTATE BATTERY	\$250.13	
00017119	8/8/2014	11930	JERRYS AUTOMOTIVE TOWING	\$670.20	
00017120	8/8/2014	12105	JONES, NICK	\$672.70	
00017121	8/8/2014	12725	KINGS III OF AMERICA INC	\$220.47	
00017122	8/8/2014	12945	KXXO MIXX 96 FM	\$1,940.00	
00017123	8/8/2014	13510	LES SCHWAB TIRE CENTER	\$589.67	
00017124	8/8/2014	14750	MULLINAX FORD	\$781.73	
00017125	8/8/2014	14760	ABC BUS, INC.	\$567.54	
00017126	8/8/2014	14900	NAPA AUTO PARTS	\$300.23	
00017127	8/8/2014	15430	OFFICE OF MINORITY AND WOMEN BUSINES	\$100.00	
00017128	8/8/2014	15545	OLYMPIA COPY & PRINTING	\$662.41	
00017129	8/8/2014	16557	PACIFIC MODULAR, INC	\$707.20	
00017130	8/8/2014	16595	PACIFIC POWER GROUP LLC	\$6,451.35	
00017131	8/8/2014	16695	PATTISON WATER COMPANY	\$135.52	
00017132	8/8/2014	16753	PERTEET INC	\$11,794.62	

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ACCOUNTS PAYABLE WARRANTS

From Date: 08/08/2014

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Check #	Check Date	Ref #	Name	Amount	Voided
00017133	8/8/2014	16765	PETRO CARD	\$155,384.06	
00017134	8/8/2014	16841	PIONEER FIRE & SECURITY INC	\$59.85	
00017135	8/8/2014	16874	PITNEY BOWES PURCHASE POWER	\$1,500.00	
00017136	8/8/2014	17392	QUALITY PARKING LOT SERVICES LLC	\$1,256.64	
00017137	8/8/2014	17505	RAINIER DODGE INC	\$125.34	
00017138	8/8/2014	17900	SCHETKY NW SALES INC	\$1,116.34	
00017139	8/8/2014	17986	SECURITAS SECURITY SERVICES USA INC	\$14,113.83	
00017140	8/8/2014	18038	SGS HERGUTH LABORATORIES INC.	\$2,025.47	
00017141	8/8/2014	18068	SHINING EXAMPLE INC	\$303.33	
00017142	8/8/2014	18470	SPORTWORKS NORTHWEST INC	\$198.76	
00017143	8/8/2014	18695	SUMMIT LAW GROUP PLLC	\$81.00	
00017144	8/8/2014	18705	SUNBELT RENTALS	\$606.14	
00017145	8/8/2014	18711	SUNSET AIR INC	\$300.56	
00017146	8/8/2014	21910	THYSSENKRUPP ELEVATOR	\$388.41	
00017147	8/8/2014	21930	TIRES INC	\$17,750.84	
00017148	8/8/2014	21950	TITUS-WILL CHEVROLET	\$0.00	✓
00017149	8/8/2014	21950	TITUS-WILL CHEVROLET	\$3,885.48	
00017150	8/8/2014	23400	U S BANK CORPORATE PAYMENT SYSTEMS	\$64,209.54	
00017151	8/8/2014	23405	U S BANK or CORPORATE PAYMENT SYSTEM	\$6,762.48	
00017152	8/8/2014	23740	USSC LLC	\$1,110.42	
00017153	8/8/2014	23820	VERIZON WIRELESS	\$1,319.12	
00017154	8/8/2014	23960	US BANK VOYAGER FLEET SYSTEMS	\$5,088.41	
00017155	8/8/2014	24100	WA ST DEPT OF ECOLOGY 1	\$1,438.00	
00017156	8/8/2014	24140	WA ST DEPT OF ENTERPRISE SERVICES	\$120.00	
00017157	8/8/2014	24740	WA ST EMPLOYMENT SECURITY DEPARTME	\$18,005.49	
00017158	8/8/2014	24750	WA ST GET PROGRAM	\$322.50	
00017159	8/8/2014	25163	WARNER, RYAN	\$183.00	
00017160	8/8/2014	25380	WASHINGTON GARDENS	\$315.52	
00017161	8/8/2014	25858	WESTCARE CLINIC LLC PS	\$225.00	
<b>Total:</b>				\$722,990.13	

# Intercity Transit

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Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 08/22/2014

Thru Date: 08/22/2014

Check #	Check Date	Ref #	Name	Amount	Voided
00017166	8/22/2014	01230	A WORKSAFE SERVICE INC	\$191.00	
00017167	8/22/2014	01405	ADVANCE GLASS INC	\$2,152.73	
00017168	8/22/2014	01815	AMERICAN CUSTODIAL INC	\$9,664.65	
00017169	8/22/2014	01885	AMERICAN LANDSCAPE SERVICES, LLC	\$3,916.80	
00017170	8/22/2014	02240	APEX MAILING SERVICE	\$224.59	
00017171	8/22/2014	02380	ARAMARK UNIFORM SERVICES	\$0.00	✓
00017172	8/22/2014	02380	ARAMARK UNIFORM SERVICES	\$1,035.96	
00017173	8/22/2014	02580	ASSOCIATED PETROLEUM	\$1,008.66	
00017174	8/22/2014	02825	AUTO PLUS - OLYMPIA	\$348.08	
00017175	8/22/2014	03610	BLANCHARD ELECTRIC	\$2,858.78	
00017176	8/22/2014	03680	BLUMENTHAL UNIFORMS & EQUIPMENT	\$198.02	
00017177	8/22/2014	05340	CAPITOL COURIER SERVICE	\$365.75	
00017178	8/22/2014	05740	CED	\$114.44	
00017179	8/22/2014	05940	CENTURYLINK COMMUNICATIONS LLC	\$3,018.98	
00017180	8/22/2014	06060	CITY OF OLYMPIA	\$1,518.09	
00017181	8/22/2014	06610	COMMERCIAL BRAKE & CLUTCH	\$533.23	
00017182	8/22/2014	06875	COOK SECURITY GROUP	\$235.01	
00017183	8/22/2014	07150	CROSSROADS COLLISION CENTER	\$1,012.93	
00017184	8/22/2014	07220	CUMMINS NORTHWEST INC	\$14,369.29	
00017185	8/22/2014	08780	EMERALD SERVICES INC	\$448.91	
00017186	8/22/2014	09180	EXPRESS SERVICES INC	\$1,367.28	
00017187	8/22/2014	09805	FLEET PRIDE	\$52.30	
00017188	8/22/2014	10660	GILLIG LLC	\$0.00	✓
00017189	8/22/2014	10660	GILLIG LLC	\$12,903.64	
00017190	8/22/2014	10758	GORDON THOMAS HONEYWELL GOV AFFAIR	\$6,000.00	
00017191	8/22/2014	10820	GRAPHIC COMMUNICATIONS	\$1,212.82	
00017192	8/22/2014	11048	HARGIS ENGINEERS INC	\$575.00	
00017193	8/22/2014	11175	HEALTH CARE AUTHORITY	\$255,351.66	
00017194	8/22/2014	11414	HULTZ BHU ENGINEERS INC	\$2,483.66	
00017195	8/22/2014	11765	INTERCITY TRANSIT PETTY CASH	\$434.40	
00017196	8/22/2014	11785	INTERNATIONAL ASSOCIATION OF MACHINIS	\$2,816.50	
00017197	8/22/2014	11810	INTERSTATE BATTERY	\$346.91	
00017198	8/22/2014	11930	JERRYS AUTOMOTIVE TOWING	\$670.20	
00017199	8/22/2014	12875	KPFF CONSULTING ENGINEERS INC	\$645.28	
00017200	8/22/2014	12915	KRXY OLYMPIA BROADCASTERS INC	\$1,200.00	
00017201	8/22/2014	13440	LAW LYMAN DANIEL KAMERRER BOGDANOVI	\$3,155.95	
00017202	8/22/2014	13510	LES SCHWAB TIRE CENTER	\$122.28	
00017203	8/22/2014	13661	LOOMIS	\$533.60	
00017204	8/22/2014	13740	MAGELLAN BEHAVIORAL HEALTH	\$1,764.00	
00017205	8/22/2014	13750	MAILBOX OF OLYMPIA	\$700.00	
00017206	8/22/2014	13850	MASON TRANSIT AUTHORITY	\$1,087.00	
00017207	8/22/2014	14750	MULLINAX FORD	\$1,784.35	
00017208	8/22/2014	14900	NAPA AUTO PARTS	\$715.84	
00017209	8/22/2014	15269	NORTHWEST TRUCK & INDUSTRIAL INC	\$218.56	
00017210	8/22/2014	16200	OLYMPIC REGION CLEAN AIR AGENCY	\$600.00	
00017211	8/22/2014	16490	PACIFIC DISPOSAL INC	\$618.74	
00017212	8/22/2014	16593	PACIFIC OFFICE AUTOMATION	\$0.00	✓
00017213	8/22/2014	16593	PACIFIC OFFICE AUTOMATION	\$4,066.78	
00017214	8/22/2014	16595	PACIFIC POWER GROUP LLC	\$8,561.48	
00017215	8/22/2014	16680	PARTSMASTER	\$799.68	
00017216	8/22/2014	16765	PETRO CARD	\$63,189.00	
00017217	8/22/2014	16873	PITNEY BOWES GLOBAL FINANCIAL SERV LL	\$228.48	
00017218	8/22/2014	17290	PUGET SOUND ENERGY	\$13,494.25	
00017219	8/22/2014	17392	QUALITY PARKING LOT SERVICES LLC	\$6,491.20	

# Intercity Transit

## Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 08/22/2014

Thru Date: 08/22/2014

Check #	Check Date	Ref #	Name	Amount	Voided
00017220	8/22/2014	17505	RAINIER DODGE INC	\$294.57	
00017221	8/22/2014	17560	RE AUTO ELECTRIC INC	\$339.33	
00017222	8/22/2014	17900	SCHETKY NW SALES INC	\$1,810.77	
00017223	8/22/2014	18145	SIX ROBBLEES INC	\$135.61	
00017224	8/22/2014	18510	SRG PARTNERSHIP	\$4,648.57	
00017225	8/22/2014	18720	SUPER BEE WHEEL ALIGNMENT	\$54.30	
00017226	8/22/2014	18755	S-SQUARE TUBE PRODUCTS	\$2,266.00	
00017227	8/22/2014	18940	TENNANT COMPANY	\$141.55	
00017228	8/22/2014	18990	THERMO KING NORTHWEST	\$1,317.29	
00017229	8/22/2014	21910	THYSSENKRUPP ELEVATOR	\$1,549.18	
00017230	8/22/2014	21930	TIRES INC	\$4,655.32	
00017231	8/22/2014	21950	TITUS-WILL CHEVROLET	\$0.00	<input checked="" type="checkbox"/>
00017232	8/22/2014	21950	TITUS-WILL CHEVROLET	\$5,493.18	
00017233	8/22/2014	22010	TOYOTA OF OLYMPIA	\$65.28	
00017234	8/22/2014	22325	TTL PARTNERS LLC	\$3,365.00	
00017235	8/22/2014	22420	TUMWATER PRINTING	\$135.88	
00017236	8/22/2014	23808	VERINT VIDEO SOLUTIONS INC	\$283.43	
00017237	8/22/2014	24000	W W GRAINGER INC	\$109.70	
00017238	8/22/2014	24030	WA ST AUDITORS OFFICE	\$9,990.20	
00017239	8/22/2014	24040	WA ST CONSOLIDATED TECHNOLOGY SERVI	\$95.87	
00017240	8/22/2014	24750	WA ST GET PROGRAM	\$322.50	
00017241	8/22/2014	25855	WEST COAST PAPER	\$2,434.55	
00017242	8/22/2014	25858	WESTCARE CLINIC LLC PS	\$75.00	
00017243	8/22/2014	26700	ZEIGLER'S WELDING	\$289.99	
<b>Total:</b>				<b>\$477,279.81</b>	



**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 4-D**  
**MEETING DATE: September 3, 2014**

**FOR:** Intercity Transit Authority

**FROM:** LeAnna Sandy, 705-5837

**SUBJECT:** Transit Pass Printing and Delivery Contract Extension

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1) **The Issue:** Approval of a one-year contract extension with Tumwater Printing for the provision of transit passes.

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2) **Recommended Action:** Authorize the General Manager to execute a one-year contract extension with Tumwater Printing in the not-to-exceed amount of \$24,405, including taxes, for the provision of Transit pass printing and delivery.

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3) **Policy Analysis:** Procurement policy states the Authority must approve any expenditure over \$25,000. While this one-year renewal is below the approval limit, the total expenditure for all three years exceeds \$25,000.

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4) **Background:** In 2012, the Intercity Transit Authority awarded a one-year contract to Tumwater Printing with the option to extend the contract for two additional years, in one-year increments. This recommendation represents the final one-year extension option available under this agreement. Procurement and Finance reviewed the quantity of passes required for the 2014 calendar year to develop the award amount.

Marketing and Finance have been pleased with the services provided by Tumwater Printing. They have been satisfied with the quality of the passes provided as well as Tumwater Printing's timeliness in deliveries and customer service. Considering their successful performance, staff recommends a one-year extension of the contract with Tumwater Printing.

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5) **Alternatives:**

- A. Authorize the General Manager to execute a one-year contract extension with Tumwater Printing in the not-to-exceed amount of \$24,405, including taxes, for the provision of Transit pass printing and delivery.
- B. Defer action. Deferring action would delay the production and distribution of passes needed by transit customers.

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6) **Budget Notes:** Funds for the printing and delivery of transit passes are included in the 2014 budget in the amount of \$28,000. In reevaluating the quantity of passes needed for the 2015 calendar year, it was determined the printing of some passes could be reduced to more accurately meet needs while still providing an adequate buffer for sales fluctuation. The not-to-exceed amount of \$24,405 is \$3,595 under budget.

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7) **Goal References:** Goal #2: *"Provide Outstanding Customer Service."*

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

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**INTERCITY TRANSIT AUTHORITY  
AGENDA ITEM NO. 4-E  
MEETING DATE: September 3, 2014**

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

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- 1) **The Issue:** Whether or not to declare property surplus.
- 
- 2) **Recommended Action:** Declare the property listed on Exhibit "A" as surplus.
- 
- 3) **Policy Analysis:** Resolution No. 23-81 states the Authority must declare property surplus to our needs prior to sale.
- 
- 4) **Background:** Staff is requesting the Authority declare the attached list of coaches, spare coach parts, and Facilities items 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 \$20,742.00.
- 
- 5) **Alternatives:**
- A. Declare the items surplus. Staff determined there is no longer a need to retain these items.
  - B. Declare a portion of the items surplus.
  - C. Defer action. Storage availability on-site and the cost of off-site storage is an issue.
  - D. Retain all items. Storage availability on-site and the cost of off-site 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:** Surplus Property Exhibit "A" September 2014.

<b>EXHIBIT "A" SURPLUS PROPERTY - SEPTEMBER 2014</b>			
<b>VEHICLE</b>	<b>DESCRIPTION</b>	<b>MILEAGE</b>	<b>VALUE</b>
901	1998 Gillig low-floor 40' coach	732,815.00	4,000.00
904	1998 Gillig low-floor 40' coach	748,780.00	4,000.00
907	1998 Gillig low-floor 40' coach	733,775.00	4,000.00
<b>INVENTORY</b>		<b>EACH</b>	<b>VALUE</b>
1	Cummins engine, 8.3L ISC	4,000.00	4,000.00
1	Allison transmission, B400R	1,250.00	1,250.00
1	Particulate filter, muffler ASM	600.00	600.00
1 pallet	Misc. parts for 900 series coaches	1,626.98	1,627.00
<b>FACILITIES</b>		<b>EACH</b>	<b>VALUE</b>
1	Star Machine #1708 for brake alignment	300.00	300.00
1	Star Machine #53 Transfermatic drum lathe	750.00	750.00
5	Steelcase underdesk drawer units	15.00	75.00
1	Steelcase 3-shelf unit with foldaway doors	25.00	25.00
1	Shelving unit with rollup door	35.00	35.00
1	Shelving unit with closing doors	30.00	30.00
5	Office chairs	10.00	50.00
	<b>TOTAL</b>		20,742.00

**Minutes**  
**INTERCITY TRANSIT**  
**CITIZEN ADVISORY COMMITTEE**  
**August 25, 2014**

**CALL TO ORDER**

Chair Van Gelder called the August 25, 2014, meeting of the Citizen Advisory Committee (CAC) to order at 5:42 p.m. at the administrative offices of Intercity Transit.

**Members Present:** Chair Michael Van Gelder; Vice Chair Carl See; Leah Bradley; Valerie Elliott; Victor VanderDoes; Sue Pierce; and Julie Hustoft.

**Absent:** Dale Vincent; Mitchell Chong; Joan O'Connell; Quinn Johnson; Charles Richardson; Kahlil Sibree; and Faith Hagenhofer.

**Staff Present:** Ann Freeman-Manzanares; Steve Swan; and Nancy Trail.

**Others Present:** Authority member, Debbie Sullivan, Intercity Transit Authority.

**APPROVAL OF AGENDA**

It was M/S/A by ELLIOTT and SEE to approve the agenda, with the addition of Carl See to the reports section.

**INTRODUCTIONS**

Van Gelder introduced Authority member, Debbie Sullivan. Sullivan provided some background on her experience in public service.

**MEETING ATTENDANCE**

Meeting attendance was not covered as none of those slated to attend the meetings were present.

**APPROVAL OF MINUTES**

It was M/S/A by ELLIOTT and VANDERDOES to approve the minutes of the July 21, 2014 meeting.

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

- *Elliott* - Will identify her issues when the consumer issues are discussed.
- *See* - Security guards at Olympia Transit Center.

## NEW BUSINESS

**A. TRANSIT DEVELOPMENT PLAN -** (*Steve Swan*) Swan explained the Transit Development Plan (TDP) is a requirement by the State of Washington every year. There was a hearing on the plan on August 20, 2014, which concluded a public comment period. The TDP was available in several locations and media forms for review. The TDP consists of 3 elements: a description of the system from 2013; a description of planned changes over the next 5 years; and the capital financing elements over the previous year and next 5 years from 2015-2019.

Swan stated the TDP is more of an administrative process. The agency will have a more comprehensive Strategic Plan due out later this year. Typically the two documents run concurrently, but it is a separate process this year due to the deadline for the TDP. We are hopeful the TDP will be adopted by the board on September 3, 2014.

Swan provided some basic elements of interest including a breakdown of the employees by department and a description of the fixed-route; dial-a-lift; and express service. Swan stated the farebox revenue for 2013 recovered 11.6% of the agency's operating costs for local service and 19.5% for express service. There were over 4.4M boardings which is down slightly from the previous year. Farebox recovery for dial-a-lift was at 2.9% of the operating costs and there were over 150,000 boardings. We had 218 vanpools last year up from 213 in 2012, and vanpools carried an average of 1,550 daily riders. Farebox recovery for vanpool is 100%.

Swan indicated the TDP is financially constrained, meaning it assumes there are no additional new monies available with a status quo amount of funding. Over the next 5 years there are no significant service changes planned. The agency will continue to improve bus stops as funds remain available.

Swan explained how fixed route service routes are broken down into 4 different routes: trunk routes - those that service the primary corridors in the area on high-frequency service; secondary service routes are the other routes that reach other areas; specialized routes like the DASH and nightline; and the express routes between Tacoma and Olympia. Of the 4.4M boardings, 212,000 were on our express service. Swan indicated ridership this year is up a bit from 2013.

Swan answered questions:

*Elliott* - Asked how the 2 year express route pilot project from Tumwater factors into the TDP.

**Intercity Transit Citizen Advisory Committee**

**August 25, 2014**

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*Swan* - It does affect our number of service hours, and without the grants it may be affected.

*Freeman-Manzanares* - Indicated the agency plans to provide for that in the financial plan. The legislature has said we are first on the list and they plan to put money into that pot. In our long term financials we are looking at status quo service, which would include those services.

*See* - Asked if there was there feedback at the hearing.

*Swan* - Indicated there was one comment that was emailed, but it did not apply to the TDA, and one person commented at the hearing, but it too was a general service comment that did not apply to the plan itself.

*See* - Asked if there are policy statements that drive this plan?

*Freeman-Manzanares* - Stated the Strategic Plan provides how we move forward and it did change last year. This resulted in budget funds being directed to other projects. We are going through the process again this year right now and will have some questions for you this evening in that regard.

*See* - Asked if the information on page 48 was available by region or bus stop or are they only available by route?

*Swan* - Indicated the agency does a more comprehensive analysis at the route segment level but for this report it is done at the route level. Trunk routes have a higher standard than the secondary routes; etc.

*Van Gelder* - Stated it might be helpful to see if an action is predetermined by some goal or some cross-reference to the Strategic Plan.

*Van Gelder* - Inquired about stewardship and the reference from 2013 of being involved with local jurisdictions. In 2014 the plan references community based efforts to improve efficiency, but it doesn't indicate anymore enhancements or intensive efforts to deal with commute trip reduction. Should I assume that is the continuation piece there to support CTR in terms of mobility?

*Freeman-Manzanares* - Indicated commute trip reduction is part of our mission. It is integral to our mission working with TRPC and other agencies that fall under that mandate.

**Intercity Transit Citizen Advisory Committee**

**August 25, 2014**

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*VanderDoes* – Inquired if most systems are set up so the routes all go through the transit centers? It may be less expensive to have smaller centers.

*Swan* – Stated there are and we do that right now. We have the Capital Mall, Tumwater Square and as the area grows our system will hopefully grow with it.

*See* – Indicated there aren't any trunk routes that go from the Tumwater Center out to Yelm and is that viable.

*Swan* – Stated it may be in the future, as the density increases in those areas, but not right now.

*Hustoft arrived.*

**B. CAC RECRUITMENT -** (*Nancy Trail*) Trail stated, as you know a CAC recruitment process was held earlier this year in the spring. No new members were selected during that process. The Authority asked for an additional recruitment process this fall. A proposed timeline for the recruitment is attached for your review and comment.

Trail added we are seeking 3 CAC members along with 3 Authority members for an ad hoc committee to conduct interviews and make recommendations to the Authority. Do we have any volunteers?

Elliott, See and Hustoft volunteered to assist with the recruitment process. Pierce agreed to act as an alternate.

**C. COMMUNITY PRESENTATIONS -** (*Ann Freeman-Manzanares*) Freeman-Manzanares stated this is an open ended question about what you think Intercity Transit should communicate to the community. This is a broad-based presentation and can be modified to reach a variety of audiences based on the message we need to communicate.

Freeman-Manzanares reviewed the slideshow covering the mission and vision; the ITA and CAC; the services Intercity Transit provides; the different facilities we operate; and the additional services and programs that support our mission and vision. The presentation also highlights recent pertinent projects and accomplishments.

Freeman-Manzanares indicated many jurisdictions are looking at transportation demand and if they need to do an increase for tabs because they have road replacement issues. They are all interested in what we are doing.



**Intercity Transit Citizen Advisory Committee**

**August 25, 2014**

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Freeman-Manzanares stated there are many questions about how to focus our resources. Studies show there are approximately 30k residents going outside the county daily, mostly northbound, and issues related to express service. The hybrid versus conventional vehicles issue considering our changes in funding. The Pattison facility is over 30 years old and the issues from that. Land use is always an issue for us and of course local, state and federal funding, specifically MAP 21 and the elimination of funding for bus/facility replacements.

Freeman-Manzanares answered questions:

*Elliott* – Inquired about the BCC and walk to school programs?

*Freeman-Manzanares* – We address those as part of Youth Education message.

*Pierce* – Stated how surprising it is that people don't know how to read a bus schedule, or how it works, the frequency, etc.

*Elliott* – Stated extending it to bus riding 101 with your bicycle.

*Pierce* – Spoke about the bike work stand at the OTC.

*Bradley* – Indicated when she tries to convince youth to ride the bus they always say that they are scared and their parents are afraid. It would make sense to encourage them to speak about that to the bus drivers.

*See* – Stated being as sustainable as possible with the resources and packaging that as a message would be helpful.

*Van Gelder* – Suggested adding a human face to the service and informing about the economic opportunities as with Village Vans. Communicate the safety features available to alleviate concerns regarding safety.

*See* – Suggested an outreach to the Olympia neighborhood associations

**D. STRATEGIC PLAN** – (*Ann Freeman-Manzanares*) Freeman-Manzanares stated at the June CAC meeting we presented our long-term financial projections and the variables that affect it. The information included our level of service, purchasing new vehicles, sales tax revenue, etc. The Strategic Plan is our primary policy document and drives our budget. One of the big issues the Authority will be facing is moving forward with the final design on the Pattison Street facility. The final design was in the budget for a number of years, but with the passage of MAP-21 and elimination of funding it was removed. The federal government is coming up with

## Intercity Transit Citizen Advisory Committee

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some money to fund some of those projects but it is incredibly limited. The Authority has indicated if there is an opportunity to go for funding that will allow the rehabilitation and expansion of this facility they want us to do that. If we do not have final design for the project and are not construction ready, they are going to pass us by. There are a lot of projects nationwide that have completed final design and are ready to go.

Freeman-Manzanares indicated as part of the Sustainable Thurston we know that we can't do what we need to do unless we have good transit services. We can't provide more service than we have now from this site. We are not permitted to use the property we acquired in 2005, but the City of Olympia allowed us to gravel over some of the area for limited use. We are looking at the potential of going out for a sales tax election and it is a difficult decision for the Authority to make. The other issue is replacement buses. Under our long term financials in 2019 we are below our reserve and in 2020 we are in the red. Before we get to that point we are looking at the possibility of having to reduce service to meet the budget.

Freeman-Manzanares provided we are dedicating funds in 2014/15 to replace our UST's. It costs a lot more to move forward piece-mealing the projects, but if we can't pursue them as whole then we need to do them individually. The numbers we were looking at are a \$9M local investment, with 3.5M to pursue final design. That is with 80% federal funding. Bottom line is do we put \$3.5M in the 2015 budget to pursue final design to fulfill the needs of the community in the future, or do we wait and see what happens.

Freeman-Manzanares answered questions:

*Elliott* - Indicated it seems logical to finish the design and have it ready. If we get the funding it's ready to go, but we can't compete if we don't have the design.

*VanderDoes* - Asked if Intercity Transit pays fuel tax.

*Freeman-Manzanares* - Indicated transit agencies receive a break on fuel tax compared to what is spent on the open market.

*VanderDoes* - Suggested if the agency didn't pay the tax the fuel it would be a lot cheaper.

*Pierce* - Provided if we are plan ready it gives some permanency versus the idea that we're close. If you aren't then you may not be considered.

*See* - Asked what the shelf-life on plan approval.

**Intercity Transit Citizen Advisory Committee**

**August 25, 2014**

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*Freeman-Manzanares* - Indicated usually 2 years.

*See* - Asked if it costs less to update the plans.

*Freeman-Manzanares* - Stated the dilemma is we are talking about the economy being poor and not knowing when it's going to recover, and not knowing what the federal government will do. At that point we're talking about cutting service of about \$5M.

*See* - Indicated it isn't really an option not to do something with this facility. The operations center must be in operational shape. It is essential for the long-term viability of the system, and it is essential to have it ready, even if it means tightening of the belt elsewhere.

*Van Gelder* - Asked if it is a question of spending \$3.5M in the next budget, or is it money that would go to bus purchases.

*Freeman-Manzanares* - Indicated maybe not in the same budget year, but in the Strategic Plan timeframe.

*Van Gelder* - Indicated they used to estimate that there was a percentage of spin-offs from construction projects in the public within a community which can be helpful as a sales point. I tend to agree it is better to have a design that is ready to go.

*Freeman-Manzanares* - Indicated when you submit the documentation you have to have some statistical analysis and we would need to go through the final design process to do that specifically. That push and pull is when we start talking about eliminating service.

*See* - Stated looking at the mission helps bring me back to it because we can't have an accessible and sustainable system without having this facility at its best.

*Bradley left.*

When this facility is fixed we could look at restoring those cuts. How can we talk about the cuts being for a reason and being sustainable for the long term viability of the system?

*Freeman-Manzanares* - Asked if the committee thinks the public would be supportive.

## Intercity Transit Citizen Advisory Committee

August 25, 2014

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*See* - Indicated if service is cut after the sales tax increase it won't look good. Being up front, honest, and transparent is important.

*VanderDoes* - Stated there is no question you will have better operational efficiency if you upgrade this facility. If you upgrade the OTC - people think newer is better. For instance- a hospital can expect a 25% increase. I would think there has to be some increase attributable to a new facility.

*Van Gelder* - Asked what's the value that the community can see? The operations are more efficient, you're meeting stewardships; designing well within the community. The attitude of the public in raising taxes and seeing buildings go up, and cutting service is difficult and crafting the message is important.

### CONSUMER ISSUES

- *Elliott* - Wanted to thank Intercity Transit for the opportunity to attend the conference and also for Transit Appreciation Day. Elliott suggested adding name plates so riders will know the driver's names. She also indicated bus 415 on Saturday didn't have stop announcements; or electronic signage.
- *See* - Relayed a complaint from a co-worker who rides Mason Transit and connects with Intercity Transit. The co-worker had an issue with the security guard at the Olympia Transit Center because he was feeding the birds. The security guard accused him of littering and he thought the security guard's attention could be better spent on other matters specifically the others loitering and smoking.

*Freeman-Manzanares* - Indicated one of the frustrations is people know exactly where they can smoke and they continually push the limits of that. I know from a facility perspective the birds, particularly seagulls, are an issue and we try not to attract birds to the site.

### REPORTS

- *Hustoft* - Reported on the August 6, 2014, ITA Regular Meeting - The group received a presentation on the TDP. The federal advocate provided an update on the federal activity; and how APTA and many systems are upset with MAP-21. The general manager was authorized to enter into a contract with Harlow Construction Company in the amount of \$150k, but wasn't clear what that was for.
- *Freeman-Manzanares* - Provided the General Manager's Report and advised that 9/17/14 is the joint meeting that the authority likes to have with the CAC. There will be a large conversation about vehicle options and the Strategic Plan. We might be able to present some information about service planning.

**Intercity Transit Citizen Advisory Committee**

**August 25, 2014**

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CAC members and staff had a great time at the WSDOT conference, honoring the Wall of Fame honorees. The big news is our maintenance team came in first place. Dan Savage took third place in Dial-A-Lift at the roadeo. A few operators took vacation so they could come and judge. They were sharing they are better drivers because they were able to compete. MJ competed in the 40 foot category; and Yogi (Jim Fox) competed at the 35 foot category. Several staff members presented at the conference including Erin Pratt, Erin Scheel, Jessica Brandt and Emily Bergkamp.

In general news we are at 218 vanpools; our ridership is recovering this summer, and we are at 360,784.

KIRO News contacted Intercity Transit for a possible story on how our cameras were helping to solve crime. The story stemmed from a blind woman who had her purse stolen. The Lacey Police department was able to track the down the perpetrator using the video from the Lacey Transit Center facility cameras.

**NEXT MEETING: Joint ITA/CAC Meeting, Wednesday, September 17, 2014.**

**ADJOURNMENT**

**It was M/S/A by VANDERDOES and SEE to adjourn the meeting at 7:55 p.m.**

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

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 7-A**  
**MEETING DATE: September 3, 2014**

**FOR:** Intercity Transit Authority

**FROM:** Dennis Bloom, Planning Manager 705-5832

**SUBJECT:** Adoption of the Annual Report & Transit Development Plan

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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.

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2) **Recommended Action:** Adopt this year's annual report, "2013 Annual Report" and approve the "2014 - 2019 Transit Development Plan," as presented for the public hearing held on August 20, 2014.

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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 a August 20, 2014, Special Meeting.

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4) **Background:** A public hearing was conducted on August 20, 2014, on the "Draft 2013 Annual Report and 2014 - 2019 Transit Development Plan (TDP)." There was one public comment received via phone 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 September 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 2015.

Copies of the approved TDP will be distributed to WSDOT, local jurisdictions and other appropriate organizations and businesses throughout Thurston County.

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5) **Alternatives:**

- A. Adopt plan as recommended by staff.
- B. Delay adoption to a later date. This would require notification to the WSDOT requesting additional time.

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

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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.

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8) **References:** Final Draft of the Transit Development Plan.

***DRAFT***

**Intercity Transit**

2013

*Annual Report*

*&*

2014 – 2019

*Transit Development Plan*

Prepared by the

Intercity Transit Executive Department - Planning Division

*Draft released: August 6, 2014*

*Public Hearing held on: August 20, 2014*

*Final approval anticipated: September 3, 2014*



**Intercity Transit Authority:**

**Karen Messmer - Chair - Citizen Representative**  
**Nathaniel Jones - Vice Chair - City of Olympia**  
**Joe Baker - City of Yelm**  
**Ed Bricker - Labor Representative**  
**Jeff Gadman - City of Lacey**  
**Don Melnick - Citizen Representative**  
**Debbie Sullivan - City of Tumwater**  
**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**

**Intercity Transit complies with all federal requirements under Title VI, which prohibits discrimination on the basis of race, color or national origin.**

If you have any questions concerning this policy or practice please, contact:  
Intercity Transit, 526 Pattison SE, PO Box 659, Olympia, WA 98507 or by calling 360.786.8585 or email: [Customerservice@intercitytransit.com](mailto:Customerservice@intercitytransit.com).

This document can be made available in other accessible formats. Please contact Customer Services: 360-786-1881 or outside Thurston County: 1-800-287-6348  
TTY: 360-943-5211, Fax: 360-943-8760 or [Customerservice@intercitytransit.com](mailto:Customerservice@intercitytransit.com).

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## **Introduction to Intercity Transit's 2014 - 2019 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 2013 Annual Report and 2014 - 2019 Transit Development Plan" will be presented at the Intercity Transit Authority meeting on August 6, 2014. 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, 7th) 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 20, 2014, 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 21<sup>st</sup> 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 30<sup>th</sup> 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 goals. 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 for fixed route service and a 10% increase for vanpool fares. 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.

2013: IITA selects Ann Freeman-Manzanares as new General Manager. Local base fare increase from \$1 to \$1.25 implemented. New 332 stall Hawks Prairie Park & Ride Lot officially opens in NE Lacey and receives American Public Works Assoc. "Project of the Year" for Washington State. Agency earns ISO 14001 Certification for Sustainability and Environmental practices, one of only nine transit systems in the country that have earned it to date. Implements two WSDOT grant funded demonstration Express routes for service between Tumwater/Lakewood and limited Sound Transit peak service between Olympia/Seattle; includes partnering and opening a 30 stall park & ride at a State Dept. of Health lot in Tumwater.

## 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 March 2014, Intercity Transit's budget included 313.75 full-time equivalent staff positions (see table below for FTE's and Appendix A for organization chart).

Department	Jan 1 2011	Jan 1 2012	Jan 1 2013	March 2014
<i>Executive</i>	4.5	4.5	4.5	3.0
<b>Human Resources - Assistants &amp; Analysts</b>	4.5	4.5	4.5	6.0
<b>Finance &amp; Administration</b>	9.75	10.75	11.0	11.0
<i>Accounting, Inventory, Clerical,</i>	5.75*	5.75	6.0	6.0
<i>*Information Systems to Maintenance mid '08 back to Finance late-'10</i>	4.0*	5.0	5.0	5.0
<b>Operations:</b>	<b>209.75</b>	<b>215.75</b>	<b>221.0</b>	<b>229.0</b>
<i>Operators</i>	169.0	169.0	179.0	185.0
<i>Customer Service</i>	8.0	8.0	8.0	8.0
<i>Vanpool</i>	5.0	5.0	5.0	5.0
<i>Dial-A-Lift</i>	11.0	11.0	11.0	11.0
<i>Supervisors and Administrative</i>	15.0	15.0	15.0	18.0
<i>*Village Vans to Operations in '10</i>	1.75	1.75	2.0	2.0
<b>Maintenance: (moved under Operations early 2014)</b>	<b>45.0</b>	<b>47.0</b>	<b>48</b>	<b>47</b>
<i>Coach/Auto Technicians</i>	20.0	21.0	22.0	22.0
<i>Facilities maintenance</i>	7.0	7.0	7.0	7.0
<i>Other Maintenance</i>	18.0	19.0	19.0	18.0
<i>Information Systems to Finance late '10</i>	5.0	---	---	---
<b>Development – (moved under Executive mid-2013)</b>	<b>16.5</b>	<b>18.5</b>	<b>18.25</b>	<b>17.75</b>
<i>Administration/Grants/Sustainability</i>	2.0	4.0	3.0	2.0
<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 &amp; Communications</i>	4.50	4.5	5.25	5.75
<b>Total Employees</b>	<b>290.00</b>	<b>301.00</b>	<b>307.25</b>	<b>313.75</b>

## 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 - 2013

During 2013, 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 2013, 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 11.6% of operating costs for Local service and 19.5% for Express.

Total Boardings: 4,434,071, a decrease of 2.92% from 2012.

### **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 2.9% of operating costs.

Total Boardings: 150,244, an increase of 4.4% above 2012.

### **2013 Fare Structure for Fixed Route and Dial-A-Lift Service**

Local Service			Express Service		
Fixed Route	Per Ride	Daily Pass	Monthly Pass	Olympia/Tacoma Per Ride	Monthly Pass
Regular Adult	\$1.25	\$2.50	\$36.00	\$3.00	\$90.00
Youth (6 -17 yrs) [Under 5 ride free]	\$1.25	\$2.50	\$15.00	\$3.00	\$90.00
Reduced*	\$.50	\$1.00	\$15.00	\$1.25	\$37.50
<b>Dial-A-Lift</b> Reduced*	\$1.00	\$2.00	\$36.00 \$15.00*	NA	NA

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

### **Vanpool Services Operation**

By the end of 2013 there were 218 Intercity Transit commuter vanpools in operation throughout the Puget Sound region. This was an increase from 213 the year before. Over the year, the vanpools carried an average of 1,550 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 100% of the operating costs.

Total Boardings: 761,750, an increase of 2.8% above 2012.

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. For the 234 individuals that participated in the program, there were a total of 6,349 boardings in 2013 (7.1% above 2012). Of the client base, 67% of those were qualified under Temporary Assistance for

Needy Families and 33% 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. Nineteen drivers found good jobs as did dozens of riders while using the service. This innovative program works with representatives from the Departments of Employment Security, Social and Health Services, South Puget Sound Community College, WorkSource Thurston County, Pacific Mountain Workforce Development Council 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 2013-15 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, 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 198 active worksites of which 192 are affected sites and 6 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 2013 staff received 212 submissions, reviewed 26 and commented on 14 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 2013 Intercity Transit provided connections with five other public transit operators, two rural regional service providers, as well as Greyhound and Amtrak service:

<b>Grays Harbor Transit</b>	Service between Aberdeen, WA and the Westfield Mall transfer station, Greyhound bus terminal and Olympia Transit Center in Olympia.
<b>Mason County Transit</b>	Service connections from Shelton to the Westfield Mall transfer station and Olympia Transit Center in Olympia.



<b>Lewis County (TT)</b>	Twin Transit service between Centralia/Tumwater and Olympia utilizing IT bus stops at state offices.
<b>Pierce Transit (PT)</b>	IT's 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.
<b>Sound Transit (ST)</b>	IT's 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.
<b>AMTRAK</b>	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.
<b>Greyhound</b>	Four local Intercity Transit routes provide service within a block of the downtown Olympia Greyhound bus terminal.
<b>Rural Transportation</b> (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.
<b>Park &amp; Ride Lots (P&amp;R)</b>	Fixed routed service available at four lots: Lacey: Martin Way P&R (Local & Express) Hawks Prairie P&R (Express) Tumwater: DOH Lot (Local & Express) Thurston Co: Amtrak rail station (Local)
<b>Educational Facilities</b>	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 2013

Fixed route ridership was down slightly (2.9%) from the year before with 4.34 million boardings and about a -2% decline overall for all services at 5.35 million boardings. Significant agency activity during the year continued with on-going capital facility project reviews and 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 and earned the agency the prestigious international ISO 14001 Certification.

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

**New Fleet Vehicles:** Forty four (44) replacement and eleven (11) expansion commuter vanpool vehicles were acquired.

**Transit Service:** Service hours increased slightly (0.8%) with the addition of demonstration grant funding of Express service between Tumwater/Lakewood and contracted peak only Sound Transit trips between Olympia/Seattle.

**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:** Implemented a \$.25 fare increase, from \$1 to \$1.25, for the Local Adult base fare. A similar increase was also applied to Express service, which was implemented in February. 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) decreased 1.95% from 2012, which is attributable to fixed routed service. The general decrease in ridership appears to reflect both a response to the increase in fares and a drop of student enrollment and ridership associated with two local colleges. Fixed Route boardings decreased 2.9% whereas Vanpooling was up 2.8%, and Dial-A-Lift increased 4.4%.

**Village Van:** This unique 'Welfare-to-Work' transportation program had 6,349 boardings (7.1% increase) and provided transportation to 234 low-income job seekers or workers during 2013. This program operates in partnership with 16 local social and public service agencies, including the South Puget Sound Community College and WorkSource Thurston County. The program trains individuals to become skilled employees and provides rides to qualified individuals.

**Vanpool Program:** The 761,750 passenger trips recorded during 2013 was an increase of 2.8% from the previous year's tally. The increase appears to reflect a small and continuing uptick in the regional economy. Vanpool groups again moved back up from the 213 vans on the road in 2012 to 220 in early 2014. Groups operate throughout a five countywide region. With certified and trained volunteer drivers in place, these vanpools carried an average of 1,700 daily riders removing over 1,300 vehicles from our congested roadways each weekday.

**Innovative Programs:** Intercity Transit continued the growth of its "Walk N Roll" youth education program throughout the year reaching an estimated 7,000 students in 15 schools through field trips, school assemblies, and special events, and participation in school-wide programs like, "Bike and Walk to School Days." Other sponsored school related programs included, "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 paratransit/DAL service to fixed route or to help with people becoming comfortable with riding a bus.

## Section 6: State Proposed Action Strategies 2014 - 2019

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.

2013	2014 - 2019
Continued Effort	Continuing Effort

#### **2013**

- 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.
- Continued master plan for expansion plans of the Olympia Transit Center for fixed route service and an interstate private carrier (Greyhound).
- Opened 332 stall Hawks Prairie Park & Ride Lot (6.5 acres) in NE Lacey at the Thurston County Waste and Recovery Center.
- Implemented two WSDOT Regional Mobility Grants for service enhancements of 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.

#### **2014-2019**

- Depending on how much local economic recovery might occur it appears that basic service levels may 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.

<b>2013</b>	<b>2014 - 2019</b>
Made Progress	Continuing Effort

**2013**

- 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.

**2014 - 2019**

- 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.

<b>2013</b>	<b>2014 - 2019</b>
Continued Effort	Continuing Effort

**2013**

- 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, coordinate and implement improvements to the local transportation network of roads, technology and services.
- Transit staff regularly attend community business association meetings to

**2014 - 2019**

<p>update and provide leadership in efforts to support and improve local and regional transportation network.</p> <ul style="list-style-type: none"> <li>• Actively participate in a coordination network of human service organizations to improve mobility for those challenged by income, age and/or disabilities.</li> <li>• Actively participating in on-going efforts for developing a regional Sustainability Plan (MPO/TRPC lead) that includes housing and transportation choices.</li> </ul>
<ul style="list-style-type: none"> <li>• Staff will continue to work with and participate in community based efforts to improve transportation efficiency in both the technical and service fields.</li> <li>• 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.</li> </ul>

**4. MOBILITY**

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

<b>2013</b>	<b>2014 - 2019</b>
Made Progress	Continuing Effort

**2013**

<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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 7,000 students). And staff coordinates annual county-wide bicycle commuting contest.</li> <li>• 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.</li> <li>• Provided service integration with four other public transit providers, one rural regional service provider, as well as interstate bus and passenger rail service.</li> <li>• 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.</li> <li>• 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 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</li> </ul>
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	<p>continued. Pass agreements with Thurston County, the Thurston Regional Planning Council and City of Olympia continued.</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Opened a new 332 stall park &amp; ride lot, funded with a WSDOT Regional Mobility Grant that utilized land-fill acreage at Thurston County's Waste and Recovery Center.</li> <li>• Worked with Twin Transit (Chehalis/Lewis Co.) to help them begin cross-county weekday express service to state office campuses in Tumwater/Olympia with connections to Intercity Transit service.</li> <li>• Implemented two WSDOT Regional Mobility Grants for service enhancements of Express service along the I-5 corridor between Thurston and Pierce Counties.</li> </ul>
<b>2014 - 2019</b>	<ul style="list-style-type: none"> <li>• Intercity Transit staff will continue to work proactively on a range of transportation planning activities on the local and state level.</li> <li>• Additional community based and target marketing efforts will continue.</li> <li>• The agency will continue to work with the other regional transportation providers to improve service connections between providers.</li> <li>• 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.</li> <li>• 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 the federal interstate.</li> <li>• 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.</li> </ul>

**5. ENVIRONMENTAL QUALITY AND HEALTH**

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

<b>2013</b>	<b>2014 - 2019</b>
Made Progress	Continuing Effort

**2013**

	<ul style="list-style-type: none"> <li>• 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.</li> <li>• In-house Sustainability Committee continued to review and analyze existing conditions, made recommendations for improving the agency's sustainability efforts, and developed and provided in-house training of agency staff.</li> <li>• Intercity Transit, the first transit system in the country awarded 'Gold Level' APTA Sustainability Commitment status for Environmental &amp; Sustainability</li> </ul>
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**2014 - 2019**

<p>Policies, gained ISO 14001-2004 certification of meeting those standards. Staff also developed and coordinated in-house efforts for training, monitoring and improving agency-wide sustainability efforts.</p> <ul style="list-style-type: none"> <li>• On-going effort to coordinate and implement sustainability practices into a variety of transportation related programs and projects around our service district and region.</li> </ul>
<ul style="list-style-type: none"> <li>• Intercity Transit will continue to utilize biodiesel and ultra-low sulfur diesel. Higher blends of biodiesel maybe possible depending on cost.</li> <li>• Agency core staff will continue work on <i>Environmental and Sustainability Management Systems</i> as a certified agency. Implement an audit and reporting process that continues to “analyze, control and reduce the environmental impact of the agencies activities, products and services and to operate with greater efficiency and control.”</li> <li>• Fixed route bus replacements will continue to be hybrid vehicles but newer cleaner diesel engine technology may become an option.</li> <li>• 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.</li> </ul>

**Section 7: Summary of Proposed Changes 2014 - 2019**

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>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 (WSDOH lot) 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	No Change
Equipment	DAL: 5 Vanpools: 38	DAL: 2 Vanpools: 11

<b><u>2016</u></b>	<b><u>Preservation/Maintain</u></b>	<b><u>Expansion</u></b>
Services	No Change	No Change
Facilities	Bus Stop Improvements	No Change
Equipment	DAL: 2 Vanpools: 38	Vanpools: 11
<b><u>2017</u></b>	<b><u>Preservation/Maintain</u></b>	<b><u>Expansion</u></b>
Services	No Change	No Change
Facilities	Bus Stop Improvements	Tumwater P&R
Equipment	Vanpools: 38	DAL: 1 Vanpools: 11
<b><u>2018</u></b>	<b><u>Preservation/Maintain</u></b>	<b><u>Expansion</u></b>
Services	No Change	No Change
Facilities	Bus Stop Improvements	No Change
Equipment	Buses: 4 DAL: 18 Vanpools: 37	Vanpools: 11
<b><u>2019</u></b>	<b><u>Preservation/Maintain</u></b>	<b><u>Expansion</u></b>
Services	No Change	No Change
Facilities	Bus Stop Improvements Facility Improvements	No Change
Equipment	Buses: 4 Vanpools: 30 Village Vans: 1	DAL: 2 Vanpools: 11



# Section 8: Capital Improvement Program 2013 - 2019

## VEHICLE PROJECTIONS

	2013	2014	2015	2016	2017	2018	2019
<b>Total Revenue Vehicles at Y/E</b>	352	366	379	390	402	413	426
<b>Fixed Route Coaches</b>							
Beg. Yr. # of Vehicles in Fleet	68	68	71	71	71	71	71
Replacement Vehicles		7				4	4
Expansion Vehicles		3					
From Contingency Fleet							
End of Yr. Fleet Size	68	71	71	71	71	71	71
<b>Total Actual Coach Purchases</b>	0	10	0	0	0	4	4
<b>Major Vehicle Components</b>							
2013	2014	2015	2016	2017	2018	2019	
<b>Replacement Batteries</b>				6	0	7	
<b>Dial-A-Lift Vans</b>							
Beg. Yr. # of Vehicles in Fleet	35	35	35	37	37	38	38
Replacement Vehicles		5	2		1	18	2
Expansion Vehicles							
End of Yr. Fleet Size	35	35	37	37	38	38	40
<b>Total Actual DAL Van Purchases</b>	0	0	7	2	1	18	2
<b>Vanpools</b>							
Beg. Yr. # of Vehicles in Fleet	235	246	257	268	279	290	301
Replacement Vehicles	44	38	38	38	38	37	30
Expansion Vehicles	11	11	11	11	11	11	11
End of Yr. Fleet Size	246	257	268	279	290	301	312
<b>Total Actual Vanpool Purchases</b>	55	49	49	49	49	48	41
<b>Village Vans</b>							
Beg. Yr. # of Vehicles in Fleet	3	3	3	3	3	3	3
Replacement Vehicles		2				0	1
Expansion Vehicles							
End of Yr. Fleet Size	3	3	3	3	3	3	3
<b>Total Actual V/V Van Purchases</b>	0	2	0	0	0	0	1
<b>Total Vehicles Purchased by Year</b>	2013	2014	2015	2016	2017	2018	2019
	55	61	56	51	50	70	48

## Vehicle Expenses

	2013	2014	2015	2016	2017	2018	2019
<b>Coaches</b>							
Coach Unit Cost	\$700,000	\$723,200	\$744,896	\$767,243	\$790,260	\$813,968	\$838,387
Vehicle Cost Inflation Rate	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Total Units Purchased	0	10	0	0	0	4	4
<b>Total Expense</b>	<b>0</b>	<b>\$7,232,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$3,255,872</b>	<b>\$3,353,548</b>
<b>Major Vehicle Components</b>							
Battery Unit Cost			\$200,000			\$200,000	\$200,000
Total Units Purchased			6			0	7
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>\$1,200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$1,400,000</b>
<b>Dial-A-Lift Vans</b>							
DAL Van Unit Cost	\$ 133,000	\$ 140,655	\$ 145,578	\$ 150,673	\$ 155,947	\$ 161,405	\$ 167,054
Vehicle Cost Inflation Rate	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Total Units Purchased	0	0	7	2	1	18	2
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>\$1,019,045</b>	<b>\$301,346</b>	<b>\$155,947</b>	<b>\$2,905,287</b>	<b>\$334,108</b>
<b>Vanpools</b>							
Vanpool Van Unit Cost	\$ 26,910	\$ 27,674	\$ 28,643	\$ 29,645	\$ 30,683	\$ 31,757	\$ 32,868
Total Units Purchased	55	49	49	49	49	48	41
<b>Total Expense</b>	<b>\$1,480,050</b>	<b>\$1,356,026</b>	<b>\$1,403,487</b>	<b>\$1,452,609</b>	<b>\$1,503,450</b>	<b>\$1,524,314</b>	<b>\$1,347,589</b>
<b>Village Vans</b>							
Village Vans	\$ 26,708	\$ 27,642	\$ 28,610	\$ 29,611	\$ 30,647	\$ 31,720	\$ 32,830
Total Units Purchased	0	2	0	0	0	0	1
<b>Total Expense</b>	<b>0</b>	<b>\$55,285</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$32,830</b>

**Total Expenses**

<b>Expenses</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Coaches	0	\$7,232,400	0	0	0	\$3,255,872	\$3,353,548
Major Vehicle Components	0	0	0	0	\$1,200,000	0	\$1,400,000
Dial-A-Lift Vans	0	0	\$1,019,045	\$301,346	\$155,947	\$2,905,287	\$334,108
Vanpools	\$1,480,050	\$1,356,018	\$1,403,487	\$1,452,609	\$1,503,450	\$1,524,314	\$1,347,589
Village Vans	0	\$55,285	0	0	0	0	\$32,830
<b>Total Expenses for Vehicles</b>	<b>\$1,480,050</b>	<b>\$8,643,703</b>	<b>\$2,422,532</b>	<b>\$1,753,955</b>	<b>\$2,859,397</b>	<b>\$7,685,474</b>	<b>\$6,468,076</b>

### Staff Vehicles

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

	2013	2014	2015	2016	2017	2018	2019
<b>Facility Truck</b>							
Beg. Yr. # of Vehicles in Fleet	5	5	5	5	6	6	6
Replacement Vehicles			1	1		3	1
Expansion Vehicles							
End of Yr. Fleet Size	5	5	5	6	6	6	6
<b>Total Actual Facility Truck Purchases</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>1</b>
<b>Facility Maintenance Trailers</b>							
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
<b>Total Actual Facility Truck Purchases</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Staff Vehicles Purchased by Year</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
	1	2	2	1	3	5	1

### Vehicle Expenses and Revenues

	2013	2014	2015	2016	2017	2018	2019
<b>VM Service Trucks</b>							
VM Service Truck Unit Cost	\$56,800	\$68,800	\$60,900	\$63,000	\$65,200	\$67,500	\$69,900
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	1	1	0
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$65,200</b>	<b>\$67,500</b>	<b>0</b>

	2013	2014	2015	2016	2017	2018	2019
<b>Ops Service Trucks</b>							
Op Service Van Unit Cost	\$35,000	\$36,200	\$37,500	\$38,800	\$40,200	\$41,600	\$43,100
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	2	1	0
<b>Total Expense</b>	<b>\$35,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$80,400</b>	<b>\$41,600</b>	<b>0</b>

	2013	2014	2015	2016	2017	2018	2019
<b>General Staff Vans</b>							
General Staff Van Unit Cost	\$28,600	\$29,600	\$30,600	\$31,700	\$32,800	\$33,900	\$35,100
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
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>General Staff Car</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
General Staff Car Unit Cost	\$30,000	\$31,100	\$32,200	\$33,300	\$34,500	\$35,700	\$36,900
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
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>General Staff Car - Electric</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
General Staff Car Unit Cost	\$41,400	\$42,800	\$44,300	\$45,800	\$47,400	\$49,100	\$50,800
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	0	0
<b>Total Expense</b>	<b>0</b>	<b>\$42,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>General Staff Station Wagon</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
General Staff Station Wagon Unit Cost	\$24,500	\$25,400	\$26,300	\$27,200	\$28,200	\$29,200	\$30,200
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	0	0
<b>Total Expense</b>	<b>0</b>	<b>\$25,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Facility Truck</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Facility Truck Unit Cost	\$66,800	\$69,000	\$71,415	\$73,910	\$76,492	\$79,165	\$81,930
Vehicle Cost Inflation Rate	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Total Units Purchased	0	0	1	1	0	3	1
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>\$71,415</b>	<b>\$73,910</b>	<b>0</b>	<b>\$237,494</b>	<b>\$81,930</b>

Facility Trailers	2013	2014	2015	2016	2017	2018	2019
Facility Trailer Unit Cost	14,700	10,000	10,400	10,800	11,200	11,600	12,000
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
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>\$10,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Total Expenses/Revenues**

Expenses	2013	2014	2015	2016	2017	2018	2019
VM Service Trucks	0	0	0	0	\$65,200	\$67,500	0
Ops Service Vans	\$35,000	0	0	0	\$80,400	\$41,600	0
General Staff Vans	0	0	0	0	0	0	0
General Staff Car	0	0	0	0	0	0	0
General Staff Car - Electric	0	\$42,800	0	0	0	0	0
General Staff Station Wagon	0	\$25,400	0	0	0	0	0
Facility Truck	0	0	\$71,415	\$73,910	0	\$237,494	\$81,930
Facility maintenance Trailers	0	0	\$10,400	0	0	0	0
<b>Total Expenses for Staff Vehicles</b>	<b>\$35,000</b>	<b>\$68,200</b>	<b>\$81,815</b>	<b>\$73,910</b>	<b>\$145,600</b>	<b>\$346,594</b>	<b>\$81,930</b>

**OTHER CAPITAL AND FACILITIES-Amended**

	2014	2015	2016	2017	2018	2019
<b>MIS &amp; Communication Equipment</b>						
Computer Room remodel	400,000					
Data Deduplication System (Single Sys/5 Yr)			60,000			
Laptops - Tough Book Type (7/4YR)			10,000			
Personal Computers	30,000	70,000	70,000	70,000	70,000	70,000
Phone System Replacement	50,000	150,000				
Plotter (1/5 Yr)			15,000			
Projector Equipment OTC conference room		20,000				
Projectors-Normal replacements			5,500			
Radio Equipment (IP Based Centracoms)		50,000	50,000			
Security Cameras (Lenel) for Existing OTC & Pattison Buildings	130,000					
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
Storage Area Network (SAN) (1/5YR)				150,000		
Tremble Unit						
<b>Network Hardware</b>						
Ethernet Switches (14/7 YR)	10,000			150,000		
Fiber Optics/High Speed Links	60,000	90,000				
Firewalls (7 Yr)	36,000					
Network Wiring (10 year cycle)						
OTC new building network equipment		60,000				
Wireless access point replacement				5,000		
<b>Software</b>						
ACS Orbital/Radio System Replacement	9,000					2,000,000
Analytical Software Used by Development						
Adobe Software Upgrades		10,000				
Antivirus Software Upgrades					6,000	
Backup Software					50,000	
FleetNet Additional Moduals	15,000				15,000	
FleetWatch						
Microsoft Server Software Upgrades/Repl.				130,000		
Office Upgrades (130/5yrs)	20,000		135,000			
POS system updates - VP in 2014 and OTC in 2018					60,000	
Routermatch Replacement						
SharePoint Maintenance/Upgrades			60,000			
TMS Replacement					100,000	
VMWare Software (8 Units/5 Yrs)			25,000			
Windows OS replacement (PC Operating Systems)			35,000			
<b>Total</b>	<b>\$790,000</b>	<b>\$480,000</b>	<b>\$565,500</b>	<b>\$535,000</b>	<b>\$331,000</b>	<b>\$2,100,000</b>



<b>Facilities</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Amtrak Floor Tile Replacement				30,000		
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 Mezzanine Replacement			14,000			
Amtrak Seal Coat - South Lot			14,000			
Amtrak Seal Coat - North Lot		12,000				
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)		5,000				
Pattison Rubber Flooring Replacement						30,000
Pattison Auto Bay Lift Replacements			200,000			200,000
Pattison Tire Bay Mezz w/stairs			200,000			
Pattison Jlb Crane (Taller / battery packs)				75,000		
Pattison Additional Fall Protection in bays				450,000		
Pattison Fill Pits/add 2 Eco Lifts					100,000	
Pattison Bus Air Shears / Blowers		100,000				
Pattison Office Window Replacement						
Pattison Lube Room Renovation	600,000					
Pattison UST Tank Replacement	3,400,000					
Pattison Facility Phase One Upgrades		2,500,000				
Pattison Landscaping (drought tolerant)			30,000			
LTC Landscaping (drought tolerant)			25,000			
Amtrak Landscaping (drought tolerant)			25,000			
Pattison Electrical Upgrades						1,500,000
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			
<b>Total</b>	<b>\$4,000,000</b>	<b>\$3,484,000</b>	<b>\$1,801,000</b>	<b>\$739,000</b>	<b>\$133,000</b>	<b>\$1,730,000</b>

<b>Intelligent Transportation Systems Projects</b>						
	2014	2015	2016	2017	2018	2019
<i>Expansion</i>						
Signal Priority Project				150,000		
Replacement						
Advanced Communications Systems						
Fare boxes/Smartcards		1,050,000				
<b>Total</b>	<b>\$0</b>	<b>\$1,050,000</b>	<b>\$0.00</b>	<b>\$150,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

<b>Shop Equipment</b>						
	2014	2015	2016	2017	2018	2019
Replace Two Bus Washers						
Hotsty Parts Washer			15,000			
Tire Machine		20,000				25,000
Spin Balancer						
Bead Blaster			10,000			
Articulated Boom Lift		55,000				
<b>Total</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>

<b>FACILITIES &amp; LAND</b>						
	2014	2015	2016	2017	2018	2019
Bus Stop Improvements Facilities	150,000	100,000	100,000	100,000	100,000	100,000
Bus Stop Improvements - Planning						
OTC-Additional Grant Work	537,100					
Pattison Street Phase I						
Pattison Street Phase II						
Pattison Street Phase III						
Pattison Street Preliminary Engineering/Construction						
<b>Total</b>	<b>\$687,100</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>

<b>TRANSIT CENTERS &amp; PARK and RIDES</b>						
	2014	2015	2016	2017	2018	2019
Turnwater Park and Ride						
Yelm Park and Ride						
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>TOTAL OTHER CAPITAL COSTS</b>	<b>\$5,477,100</b>	<b>\$5,189,000</b>	<b>\$2,491,500</b>	<b>\$1,524,000</b>	<b>\$564,000</b>	<b>\$3,955,000</b>
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## Section 9: Operating Revenues 2013 - 2019

WSDOT Report - 2013	General Fund	Working Capital	Total
<b>Beginning Balance January 1, 2013</b>	<b>\$14,958,412</b>	<b>\$8,438,205</b>	<b>\$23,396,617</b>
<b>Revenues</b>			
Sales Tax	29,250,739		29,250,739
Motor Vehicle Excise Tax			-
Farebox	4,918,827		4,918,827
Sales Tax Equalization			
Federal Operating Grants	135,509		135,509
State Operating Grants	1,021,137		1,021,137
Other	343,688		343,688
Contribution To Accounts	340,365	(340,365)	-
<b>Total Available</b>	<b>\$50,968,677</b>	<b>\$8,097,840</b>	<b>\$59,066,517</b>
<b>Operating Expenses</b>			
Vanpool/Rideshare P&M	1,881,953		1,881,953
Vanpool/Rideshare System Expansion	88,091		88,091
Fixed Route P&M	21,050,719		21,050,719
Fixed Route System Expansion			-
Commuter Bus P&M	2,082,741		
Commuter Bus System Expansion			
Paratransit ADA P&M	7,234,090		7,234,090
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	53,766		53,766
Annual Depreciation	5,177,241		5,177,241
Contribution To Accounts			-
<b>Total Expenses</b>	<b>\$37,568,601</b>	<b>-</b>	<b>\$37,568,601</b>
<b>Add Back Depreciation</b>	<b>5,177,241</b>		<b>5,177,241</b>
<b>Net Cash Available</b>	<b>\$18,577,317</b>		<b>\$18,577,317</b>
<b>Capital</b>			
<b>Capital Revenue</b>			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	149,702		149,702
State Capital Grants	883,842		883,842
<b>Total Capital Revenue</b>	<b>\$1,033,544</b>	<b>-</b>	<b>\$1,033,544</b>
<b>Capital Expenses</b>			
System P&M			
Equipment & Furnishings	226,746		226,746
Replace Coaches -			-
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	1,282,217		1,282,217
Replace Vanpool Vans -	1,099,236		1,099,236
Replace Staff Vehicles	37,185		37,185
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van	137,159		137,159
Vanpool Van	268,702		268,702
Facilities	201,057		201,057
<b>Total Capital Expenses</b>	<b>\$3,252,302</b>		<b>\$3,252,302</b>
<b>Ending Balance December 31, 2013</b>	<b>\$16,358,559</b>	<b>\$8,097,840</b>	<b>\$24,456,399</b>

<b>WSDOT Report - 2014</b>	<b>General Fund</b>	<b>Working Capital</b>	<b>Total</b>
<b>Beginning Balance January 1, 2014</b>	<b>\$16,358,559</b>	<b>\$8,097,840</b>	<b>\$24,456,399</b>
<b>Revenues</b>			
Sales Tax	30,406,199		30,406,199
Motor Vehicle Excise Tax			-
Farebox	5,149,468		5,149,468
Sales Tax Equalization			
Federal Operating Grants	5,317,955		5,317,955
State Operating Grants	530,922		530,922
Other	586,237		586,237
Contribution To Accounts	(731,267)	731,267	-
<b>Total Available</b>	<b>\$57,618,073</b>	<b>\$8,829,107</b>	<b>\$66,447,180</b>
<b>Operating Expenses</b>			
Vanpool/Rideshare P&M	2,147,947		2,147,947
Vanpool/Rideshare System Expansion	96,046		96,046
Fixed Route P&M	22,855,636		22,855,636
Fixed Route System Expansion			-
Commuter Bus P&M	2,270,821		
Commuter Bus System Expansion			
Paratransit ADA P&M	7,887,357		7,887,357
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	58,621		58,621
Annual Depreciation	5,332,558		5,332,558
Contribution To Accounts			-
<b>Total Expenses</b>	<b>\$40,648,986</b>	<b>-</b>	<b>\$40,648,986</b>
<b>Add Back Depreciation</b>	<b>5,332,558</b>		<b>5,332,558</b>
<b>Net Cash Available</b>	<b>\$22,301,645</b>		<b>\$22,301,645</b>
<b>Capital</b>			
<b>Capital Revenue</b>			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	11,069,996		11,069,996
State Capital Grants	1,319,989		1,319,989
<b>Total Capital Revenue</b>	<b>\$12,389,985</b>	<b>-</b>	<b>\$12,389,985</b>
<b>Capital Expenses</b>			
System P&M			
Equipment & Furnishings	800,152		800,152
Replace Coaches -	7,232,400		7,232,400
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	55,285		55,285
Replace Vanpool Vans -	1,051,606		1,051,606
Replace Staff Vehicles	68,200		68,200
Facilities	4,880,100		
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	304,412		304,412
Facilities	8,192,282		8,192,282
<b>Total Capital Expenses</b>	<b>\$22,584,437</b>		<b>\$22,584,437</b>
<b>Ending Balance December 31, 2014</b>	<b>\$12,107,193</b>	<b>\$8,829,107</b>	<b>\$20,936,300</b>

<b>WSDOT Report - 2015</b>	<b>General Fund</b>	<b>Working Capital</b>	<b>Total</b>
<b>Beginning Balance January 1, 2015</b>	<b>\$12,107,193</b>	<b>\$8,829,107</b>	<b>\$20,936,300</b>
<b>Revenues</b>			
Sales Tax	31,318,385		31,318,385
Motor Vehicle Excise Tax			-
Farebox	5,344,271		5,344,271
Sales Tax Equalization			
Federal Operating Grants	5,098,288		5,098,288
State Operating Grants	530,922		530,922
Other	858,245		858,245
Contribution To Accounts	(440,188)	440,188	-
<b>Total Available</b>	<b>\$54,817,116</b>	<b>\$9,269,295</b>	<b>\$64,086,411</b>
<b>Operating Expenses</b>			
Vanpool/Rideshare P&M	2,355,871		2,355,871
Vanpool/Rideshare System Expansion	100,835		100,835
Fixed Route P&M	23,894,301		23,894,301
Fixed Route System Expansion			-
Commuter Bus P&M	2,384,036		
Commuter Bus System Expansion			
Paratransit ADA P&M	8,280,592		8,280,592
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	61,544		61,544
Annual Depreciation	5,492,535		5,492,535
Contribution To Accounts			-
<b>Total Expenses</b>	<b>\$42,569,714</b>	<b>-</b>	<b>\$42,569,714</b>
<b>Add Back Depreciation</b>	<b>5,492,535</b>		<b>5,492,535</b>
<b>Net Cash Available</b>	<b>\$17,739,937</b>		<b>\$17,739,937</b>
<b>Capital</b>			
<b>Capital Revenue</b>			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	758,893		758,893
State Capital Grants	349,315		349,315
<b>Total Capital Revenue</b>	<b>\$1,108,208</b>	<b>-</b>	<b>\$1,108,208</b>
<b>Capital Expenses</b>			
System P&M			
Equipment & Furnishings	1,705,000		1,705,000
Replace Coaches -			-
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	1,019,045		1,019,045
Replace Vanpool Vans -	1,088,419		1,088,419
Replace Staff Vehicles	81,815		81,815
Facilities	3,484,000		
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	315,068		315,068
Facilities			-
<b>Total Capital Expenses</b>	<b>\$7,693,347</b>		<b>\$7,693,347</b>
<b>Ending Balance December 31, 2015</b>	<b>\$11,154,798</b>	<b>\$9,269,295</b>	<b>\$20,424,093</b>

<b>WSDOT Report - 2016</b>	<b>General Fund</b>	<b>Working Capital</b>	<b>Total</b>
<b>Beginning Balance January 1, 2016</b>	<b>\$11,154,798</b>	<b>\$9,269,295</b>	<b>\$20,424,093</b>
<b>Revenues</b>			
Sales Tax	32,257,937		32,257,937
Motor Vehicle Excise Tax			-
Farebox	5,543,094		5,543,094
Sales Tax Equalization			
Federal Operating Grants	4,204,076		4,204,076
State Operating Grants	385,922		385,922
Other	862,382		862,382
Contribution To Accounts	(433,307)	433,307	-
<b>Total Available</b>	<b>\$53,974,902</b>	<b>\$9,702,602</b>	<b>\$63,677,504</b>
<b>Operating Expenses</b>			
Vanpool/Rideshare P&M	2,571,548		2,571,548
Vanpool/Rideshare System Expansion	105,549		105,549
Fixed Route P&M	24,905,729		24,905,729
Fixed Route System Expansion			-
Commuter Bus P&M	2,495,481		
Commuter Bus System Expansion			
Paratransit ADA P&M	8,667,681		8,667,681
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	64,421		64,421
Annual Depreciation	5,657,311		5,657,311
Contribution To Accounts			-
<b>Total Expenses</b>	<b>\$44,467,720</b>	<b>-</b>	<b>\$44,467,720</b>
<b>Add Back Depreciation</b>	<b>5,657,311</b>		<b>5,657,311</b>
<b>Net Cash Available</b>	<b>\$15,164,493</b>		<b>\$15,164,493</b>
<b>Capital</b>			
<b>Capital Revenue</b>			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	785,455		785,455
State Capital Grants	310,877		310,877
<b>Total Capital Revenue</b>	<b>\$1,096,332</b>	<b>-</b>	<b>\$1,096,332</b>
<b>Capital Expenses</b>			
System P&M			
Equipment & Furnishings	690,500		690,500
Replace Coaches -			-
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	301,346		301,346
Replace Vanpool Vans -	1,124,417		1,124,417
Replace Staff Vehicles	73,910		73,910
Facilities	1,801,000		
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	328,192		328,192
Facilities			-
<b>Total Capital Expenses</b>	<b>\$4,319,365</b>		<b>\$4,319,365</b>
<b>Ending Balance December 31, 2016</b>	<b>\$11,941,460</b>	<b>\$9,702,602</b>	<b>\$21,644,062</b>

<b>WSDOT Report - 2017</b>	<b>General Fund</b>	<b>Working Capital</b>	<b>Total</b>
<b>Beginning Balance January 1, 2017</b>	<b>\$11,941,460</b>	<b>\$9,702,602</b>	<b>\$21,644,062</b>
<b>Revenues</b>			
Sales Tax	33,225,675		33,225,675
Motor Vehicle Excise Tax			-
Farebox	5,746,077		5,746,077
Sales Tax Equalization			
Federal Operating Grants	4,176,585		4,176,585
State Operating Grants	385,922		385,922
Other	901,667		901,667
Contribution To Accounts	(413,156)	413,156	-
<b>Total Available</b>	<b>\$55,964,230</b>	<b>\$10,115,758</b>	<b>\$66,079,988</b>
<b>Operating Expenses</b>			
Vanpool/Rideshare P&M	2,791,093		2,791,093
Vanpool/Rideshare System Expansion	110,043		110,043
Fixed Route P&M	25,856,220		25,856,220
Fixed Route System Expansion			-
Commuter Bus P&M	2,601,744		
Commuter Bus System Expansion			
Paratransit ADA P&M	9,036,768		9,036,768
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	67,164		67,164
Annual Depreciation	5,827,030		5,827,030
Contribution To Accounts			-
<b>Total Expenses</b>	<b>\$46,290,062</b>	<b>-</b>	<b>\$46,290,062</b>
<b>Add Back Depreciation</b>	<b>5,827,030</b>		<b>5,827,030</b>
<b>Net Cash Available</b>	<b>\$15,501,198</b>		<b>\$15,501,198</b>
<b>Capital</b>			
<b>Capital Revenue</b>			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	812,946		812,946
State Capital Grants	320,007		320,007
<b>Total Capital Revenue</b>	<b>\$1,132,953</b>	<b>-</b>	<b>\$1,132,953</b>
<b>Capital Expenses</b>			
System P&M			
Equipment & Furnishings	785,000		785,000
Replace Coaches -	1,200,000		1,200,000
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	155,947		155,947
Replace Vanpool Vans -	1,163,772		1,163,772
Replace Staff Vehicles	145,600		145,600
Facilities	739,000		
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	339,678		339,678
Facilities			-
<b>Total Capital Expenses</b>	<b>\$4,528,997</b>		<b>\$4,528,997</b>
<b>Ending Balance December 31, 2016</b>	<b>\$12,105,154</b>	<b>\$10,115,758</b>	<b>\$22,220,912</b>

<b>WSDOT Report - 2018</b>	<b>General Fund</b>	<b>Working Capital</b>	<b>Total</b>
<b>Beginning Balance January 1, 2018</b>	<b>\$12,105,154</b>	<b>\$10,115,758</b>	<b>\$22,220,912</b>
<b>Revenues</b>			
Sales Tax	34,222,445		34,222,445
Motor Vehicle Excise Tax			-
Farebox	5,953,367		5,953,367
Sales Tax Equalization			
Federal Operating Grants	4,165,304		4,165,304
State Operating Grants	385,922		385,922
Other	928,612		928,612
Contribution To Accounts	(437,545)	437,545	-
<b>Total Available</b>	<b>\$57,323,259</b>	<b>\$10,553,303</b>	<b>\$67,876,562</b>
<b>Operating Expenses</b>			
Vanpool/Rideshare P&M	3,020,885		3,020,885
Vanpool/Rideshare System Expansion	114,585		114,585
Fixed Route P&M	26,808,893		26,808,893
Fixed Route System Expansion			-
Commuter Bus P&M	2,709,135		
Commuter Bus System Expansion			
Paratransit ADA P&M	9,409,776		9,409,776
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	69,936		69,936
Annual Depreciation	5,827,030		5,827,030
Contribution To Accounts			-
<b>Total Expenses</b>	<b>\$47,960,240</b>	<b>-</b>	<b>\$47,960,240</b>
<b>Add Back Depreciation</b>	<b>5,827,030</b>		<b>5,827,030</b>
<b>Net Cash Available</b>	<b>\$15,190,049</b>		<b>\$15,190,049</b>
<b>Capital</b>			
<b>Capital Revenue</b>			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	1,824,477		1,824,477
State Capital Grants	329,458		329,458
<b>Total Capital Revenue</b>	<b>\$2,153,935</b>	<b>-</b>	<b>\$2,153,935</b>
<b>Capital Expenses</b>			
System P&M			
Equipment & Furnishings	431,000		431,000
Replace Coaches -	3,255,874		3,255,874
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	2,905,287		2,905,287
Replace Vanpool Vans -	1,174,992		1,174,992
Replace Staff Vehicles	346,594		346,594
Facilities	133,000		
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	349,322		349,322
Facilities			-
<b>Total Capital Expenses</b>	<b>\$8,596,069</b>		<b>\$8,596,069</b>
<b>Ending Balance December 31, 2016</b>	<b>\$8,747,915</b>	<b>\$10,553,303</b>	<b>\$19,301,218</b>

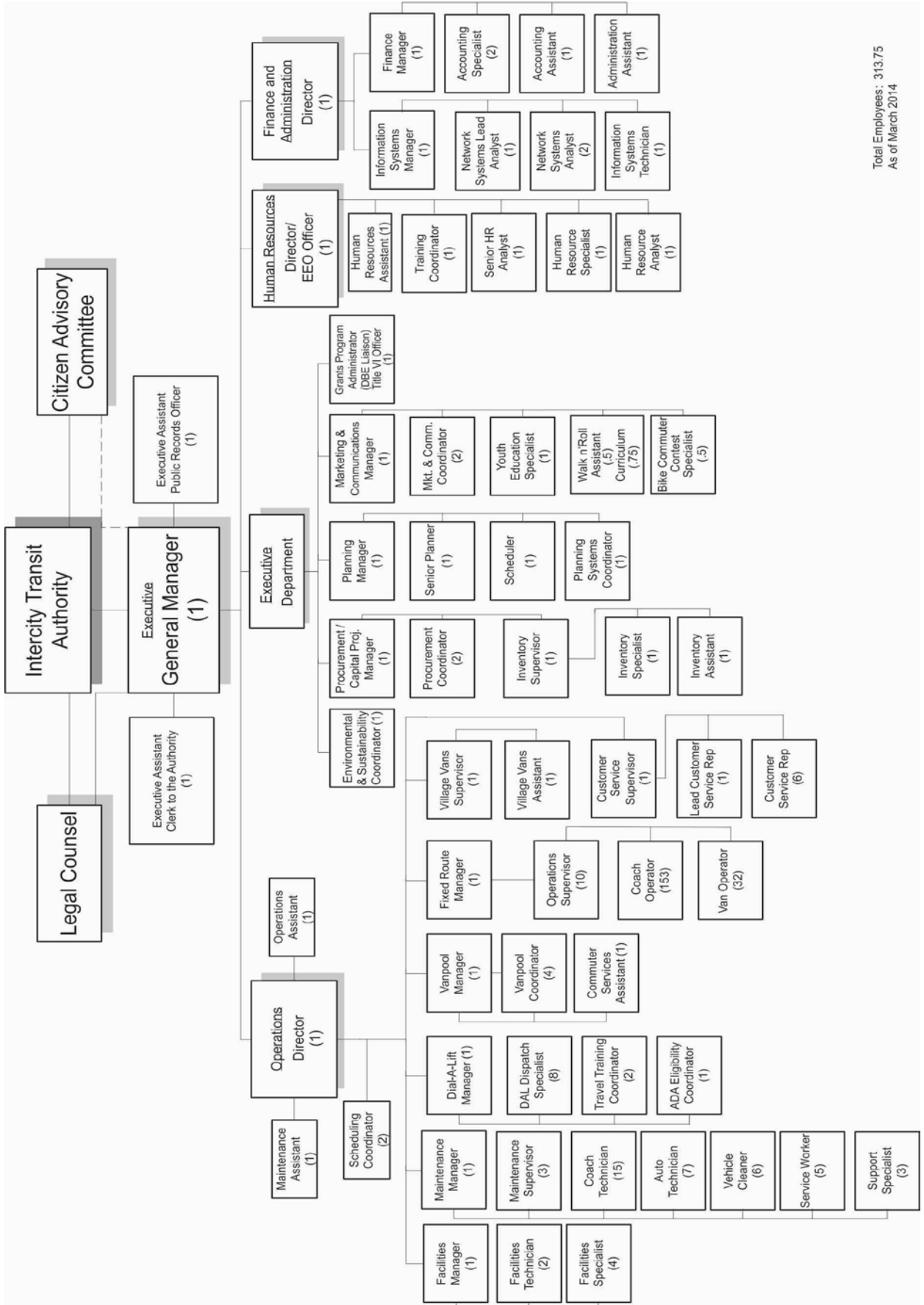


<b>WSDOT Report - 2019</b>	<b>General Fund</b>	<b>Working Capital</b>	<b>Total</b>
<b>Beginning Balance January 1, 2018</b>	<b>\$8,747,915</b>	<b>\$10,553,303</b>	<b>\$19,301,218</b>
<b>Revenues</b>			
Sales Tax	35,249,119		35,249,119
Motor Vehicle Excise Tax			-
Farebox	6,165,115		6,165,115
Sales Tax Equalization			
Federal Operating Grants	4,260,863		4,260,863
State Operating Grants	385,922		385,922
Other	886,163		886,163
Contribution To Accounts	(409,465)	409,465	-
<b>Total Available</b>	<b>\$55,285,632</b>	<b>\$10,962,768</b>	<b>\$66,248,400</b>
<b>Operating Expenses</b>			
Vanpool/Rideshare P&M	3,019,421		3,019,421
Vanpool/Rideshare System Expansion	114,530		114,530
Fixed Route P&M	28,534,178		28,534,178
Fixed Route System Expansion			-
Commuter Bus P&M	2,707,822		
Commuter Bus System Expansion			
Paratransit ADA P&M	9,405,217		9,405,217
Paratransit ADA System Expansion	-		-
Rideshare/CTR P&M	-		-
Amtrak Station P&M	69,902		69,902
Annual Depreciation	5,827,030		5,827,030
Contribution To Accounts			-
<b>Total Expenses</b>	<b>\$49,678,101</b>	<b>-</b>	<b>\$49,678,101</b>
<b>Add Back Depreciation</b>	<b>5,827,030</b>		<b>5,827,030</b>
<b>Net Cash Available</b>	<b>\$11,434,561</b>		<b>\$11,434,561</b>
<b>Capital</b>			
<b>Capital Revenue</b>			
Federal Capital Grant - Sec 5307			
Federal Capital Grant - Sec 5309	728,668		728,668
State Capital Grants	339,239		339,239
<b>Total Capital Revenue</b>	<b>\$1,067,907</b>	<b>-</b>	<b>\$1,067,907</b>
<b>Capital Expenses</b>			
System P&M			
Equipment & Furnishings	2,225,000		2,225,000
Replace Coaches -	4,753,549		4,753,549
Replace Shuttle Vans/Small Coaches			-
Replace DAL Vans -	366,938		366,938
Replace Vanpool Vans -	986,041		986,041
Replace Staff Vehicles	81,930		81,930
Facilities	1,730,000		
System Expansion			-
Coach -			-
Shuttle Van - Small Coach			-
DAL Van			-
Vanpool Van	361,548		361,548
Facilities			-
<b>Total Capital Expenses</b>	<b>\$10,505,006</b>		<b>\$10,505,006</b>
<b>Ending Balance December 31, 2016</b>	<b>\$1,997,462</b>	<b>\$10,962,768</b>	<b>\$12,960,230</b>

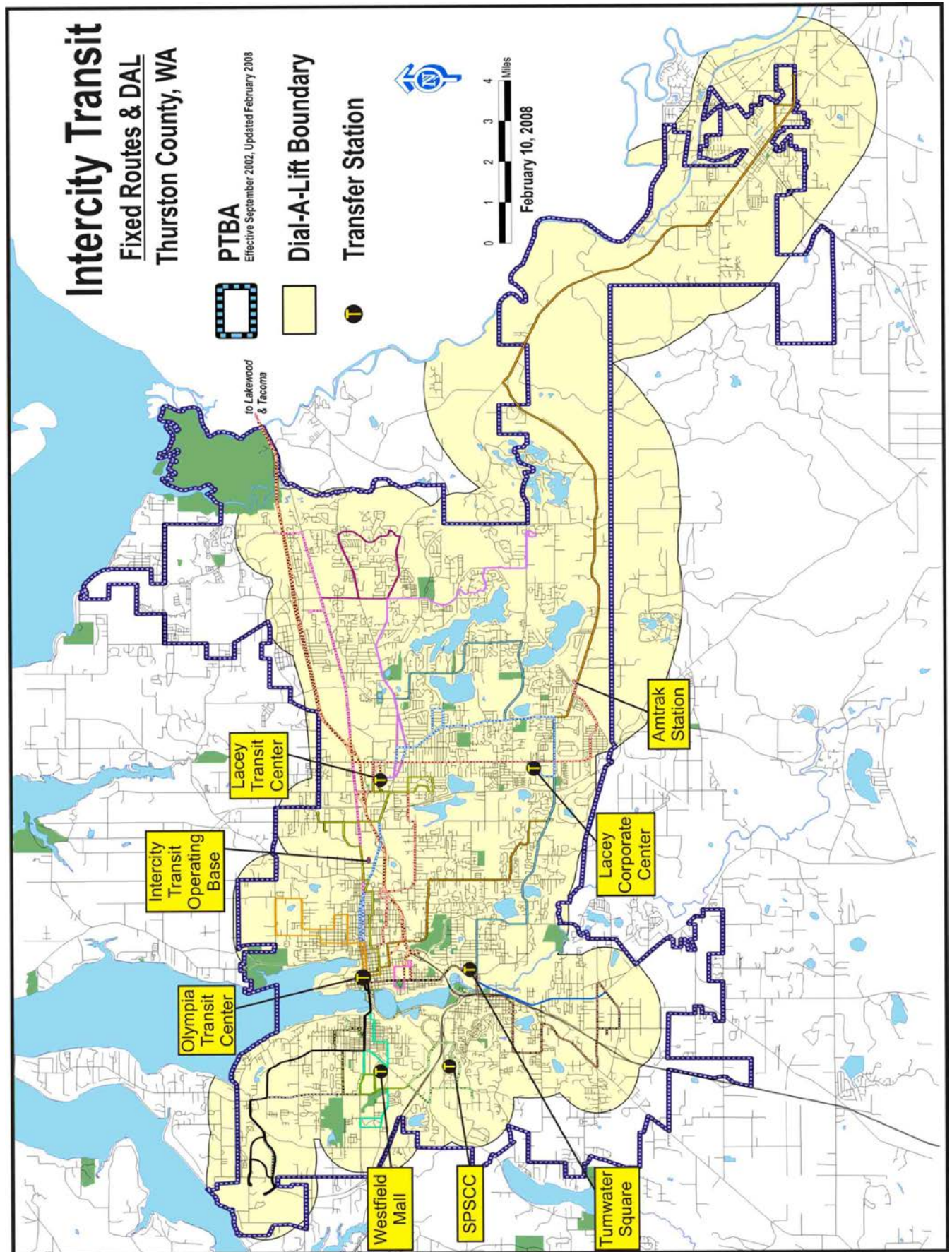
## Appendix

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: 313.75  
As of March 2014



## **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 2013**

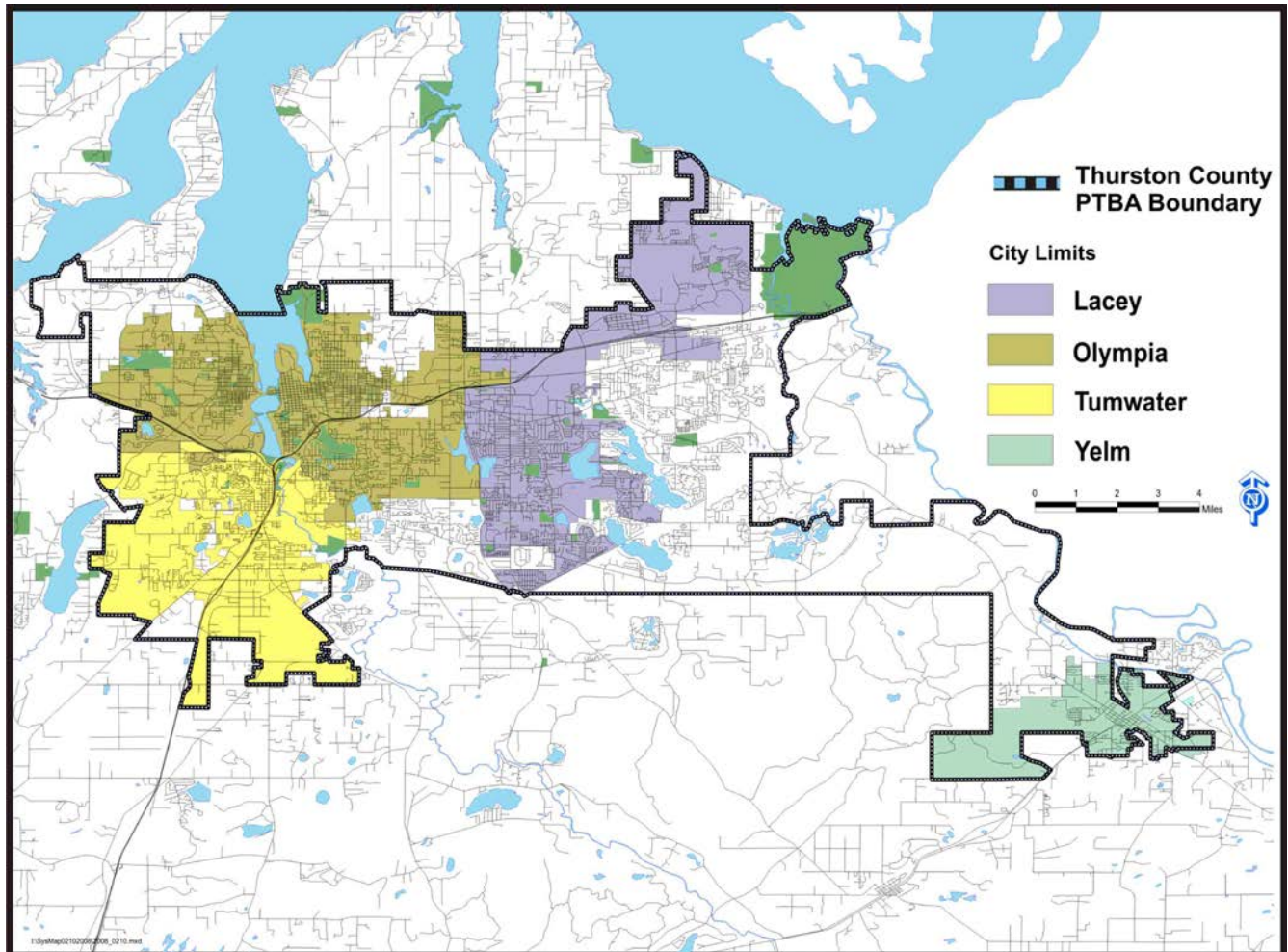
Fixed route service available weekdays on 25 routes, 18 routes operating Saturdays, 15 routes on Sundays. Dial-A-Lift (ADA/paratransit) service available during fixed route service hours. Bus fleet is ADA accessible and all fixed route coaches have two-position bike racks:

- 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.
- Five 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. Grant funded contract with Sound Transit for extension of existing route for limited peak trips between Olympia and Seattle.

### **Intercity Transit Service Boundary**

Approved April 2002, Implemented September 2002,

Updated with City Annexations: 2005 - 2013



Appendix C

## **Public Management System**

# Public Management System

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

## Public Transportation Management System Owned Rolling Stock Inventory

Agency/Organization: **Intercity Transit**  
Date: **7/30/2014**

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)
2006/Eldorado/Aerotech	11	1FDXE45P76HA36268	110	192,589	30	7	0	\$133,000	yes	12	BD	no
2006/Eldorado/Aerotech	11	1FDXE45P96HA36269	111	204,155	30	7	0	\$133,000	yes	12	BD	no
2007/Eldorado/Aerotech	11	1FDXE45P96DA96141	120	156,017	40	6	1	\$133,000	yes	12	BD	no
2007/Eldorado/Aerotech	11	1FDXE45P16DB13420	121	156,747	40	6	1	\$133,000	yes	12	BD	no
2007/Eldorado/Aerotech	11	1FDXE45P96DB20874	122	149,086	40	6	1	\$133,000	yes	12	BD	no
2008/Eldorado/Aerotech	11	1FD4E45P68DA39644	130	164,998	50	5	2	\$133,000	yes	12	BD	no
2008/Eldorado/Aerotech	11	1FD4E45P88DA39645	131	192,956	50	5	2	\$133,000	yes	12	BD	no
2008/Eldorado/Aerotech	11	1FD4E45P88DA39646	132	200,555	50	5	2	\$133,000	yes	12	BD	no
2008/Eldorado/Aerotech	11	1FD4E45P18DA39647	133	214,603	50	5	2	\$133,000	yes	12	BD	no
2008/Eldorado/Aerotech	11	1FD4E45P38DA39648	134	162,986	50	5	2	\$133,000	yes	12	BD	no
2009/Eldorado/Aerotech	11	1FD4E45P99DA72356	140	121,610	60	4	3	\$133,000	yes	12	BD	no
2009/Eldorado/Aerotech	11	1FDE45P09DA72357	141	113,366	60	4	3	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL5B1121747	150	58,842	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL9B1121783	151	61,469	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL3B1122279	152	51,955	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL3B1121892	153	71,960	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL7B1122351	154	75,315	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL4B1122307	155	68,728	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL1B1122085	156	55,340	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL0B1124264	157	69,506	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL0B1124202	158	86,704	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL2B1154169	159	63,458	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL9B1154234	160	61,770	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL0B1155269	161	50,942	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL4B1155128	162	50,906	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL9B1156128	163	50,476	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL0B1155076	164	60,383	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL8B1155617	165	57,596	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL2B1155872	166	69,132	80	2	5	\$133,000	yes	12	BD	no
2011/Eldorado/Aerotech	11	1GB6G5BL5B1154781	167	55,055	80	2	5	\$133,000	yes	12	BD	no
2004/Eldorado/Aerotech	11	1FDXE45F03HB94602	290	228,255	0	9	0	\$133,000	yes	12	BD	no
2004/Eldorado/Aerotech	11	1FDXE45F43HB94604	291	232,382	0	9	0	\$133,000	yes	12	BD	no
2004/Eldorado/Aerotech	11	1FDXE45F63HB94605	292	246,906	0	9	0	\$133,000	yes	12	BD	no
2004/Eldorado/Aerotech	11	1FDXE45F83HB94606	293	237,623	0	9	0	\$133,000	yes	12	BD	no
2010/Gillig Hybrid	10	15GGD3013A1177058	400	181,143	70	3	12	\$630,700	yes	38	DE	no
2010/Gillig Hybrid	10	15GGD3013A1177059	401	177,149	70	3	12	\$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	205,482	70	3	12	\$630,700	yes	38	DE	no
38	2010/Gillig Hybrid	10	15GGD3011A177061	403	179,702	70	3	12	\$630,700	yes	38	DE	no
39	2010/Gillig Hybrid	10	15GGD3013A1177062	404	188,170	70	3	12	\$630,700	yes	38	DE	no
40	2010/Gillig Hybrid	10	15GGD3015A1177063	405	204,509	70	3	12	\$630,700	yes	38	DE	no
41	1998/Gillig/Lowfloor	1	15GGD1818W1070170	901	706,996	0	15	0	\$323,000	yes	38	BD	no
42	1998/Gillig/Lowfloor	1	15GGD1811W1070172	903	383,891	0	15	0	\$323,000	yes	38	BD	no
43	1998/Gillig/Lowfloor	1	15GGD1813W1070173	904	712,835	0	15	0	\$323,000	yes	38	BD	no
44	1998/Gillig/Lowfloor	1	15GGD1815W1070174	905	294,529	0	15	0	\$323,000	yes	38	BD	no
45	1998/Gillig/Lowfloor	1	15GGD1817W1070175	906	660,085	0	15	0	\$323,000	yes	38	BD	no
46	1998/Gillig/Lowfloor	1	15GGD1819W1070176	907	677,454	0	15	0	\$323,000	yes	38	BD	no
47	1998/Gillig/Lowfloor	1	15GGD1810W1070177	908	681,892	0	15	0	\$323,000	yes	38	BD	no
48	1998/Gillig/Lowfloor	1	15GGD1814W1070179	910	722,899	0	15	0	\$323,000	yes	38	BD	no
49	1998/Gillig/Lowfloor	1	15GGD1810W1070180	911	804,307	0	15	0	\$323,000	yes	38	BD	no
50	1998/Gillig/Lowfloor	1	15GGD1812W1070181	912	670,823	0	15	0	\$323,000	yes	38	BD	no
51	2004/Gillig/Lowfloor	2	15GGD201241070833	920	468,984	10	9	6	\$323,000	yes	31	BD	no
52	2004/Gillig/Lowfloor	2	15GGD201441070834	921	471,131	10	9	6	\$323,000	yes	31	BD	no
53	2004/Gillig/Lowfloor	2	15GGD201641070835	922	437,687	10	9	6	\$323,000	yes	31	BD	no
54	2004/Gillig/Lowfloor	2	15GGD201841070836	923	442,801	10	9	6	\$323,000	yes	31	BD	no
55	2004/Gillig/Lowfloor	2	15GGD2014X1070837	924	377,640	10	9	6	\$323,000	yes	31	BD	no
56	2004/Gillig/Lowfloor	2	15GGD201141070838	925	402,610	10	9	6	\$323,000	yes	31	BD	no
57	2004/Gillig/Lowfloor	2	15GGD201341070839	926	477,636	10	9	6	\$323,000	yes	31	BD	no
58	2004/Gillig/Lowfloor	2	15GGD201131070840	927	463,982	10	9	6	\$323,000	yes	31	BD	no
59	2005/Gillig/Lowfloor	2	15GGD291151075106	930	476,502	20	8	7	\$323,000	yes	32	BD	no
60	2005/Gillig/Lowfloor	2	15GGD291351075107	931	477,392	20	8	7	\$323,000	yes	32	BD	no
61	2005/Gillig/Lowfloor	2	15GGD291551075108	932	501,726	20	8	7	\$323,000	yes	32	BD	no
62	2005/Gillig/Lowfloor	2	15GGV291751075109	933	434,306	20	8	7	\$323,000	yes	32	BD	no
63	2005/Gillig/Lowfloor	2	15GGD291951075256	934	446,622	20	8	7	\$323,000	yes	32	BD	no
64	2005/Gillig/Lowfloor	2	1555B291951075257	935	512,307	20	8	7	\$323,000	yes	32	BD	no
65	2005/Gillig/Lowfloor	2	15GGD291951075258	936	420,044	20	8	7	\$323,000	yes	32	BD	no
66	2005/Gillig/Lowfloor	2	15GGD291951075259	937	404,362	20	8	7	\$323,000	yes	32	BD	no
67	2005/Gillig/Lowfloor	2	15GGD291651076509	940	404,271	20	8	7	\$323,000	yes	32	BD	no
68	2005/Gillig/Lowfloor	2	15GGD291251076510	941	357,428	20	8	7	\$323,000	yes	32	BD	no
69	2005/Gillig/Lowfloor	2	15GGD291451076511	942	360,722	20	8	7	\$323,000	yes	32	BD	no
70	2005/Gillig/Lowfloor	2	15ggd291651076512	943	326,554	20	8	7	\$323,000	yes	32	BD	no
71	2005/Gillig/Lowfloor	2	15GGD291851076513	944	384,828	20	8	7	\$323,000	yes	32	BD	no
72	2005/Gillig/Lowfloor	3	15GGE291451091095	950	125,873	20	8	7	\$300,000	yes	22	BD	no
73	2005/Gillig/Lowfloor	3	15GGE291651091096	951	158,820	20	8	7	\$300,000	yes	22	BD	no
74	2005/Gillig/Lowfloor	3	15GGE291851091097	952	162,158	20	8	7	\$300,000	yes	22	BD	no
75	2005/Gillig/Lowfloor	3	15GGE291X51091098	953	115,976	20	8	7	\$300,000	yes	22	BD	no
76	2007 Gillig Lowfloor	2	15GGD21871077683	960	324,405	40	6	9	\$323,000	yes	32	BD	no
77	2007 Gillig Lowfloor	2	15GGD21X71077684	961	318,395	40	6	9	\$323,000	yes	32	BD	no
78	2007 Gillig Lowfloor	2	15GGD211171077685	962	318,925	40	6	9	\$323,000	yes	32	BD	no
79	2007 Gillig Lowfloor	2	15GGD21371077686	963	316,855	40	6	9	\$323,000	yes	32	BD	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)
82	2007 Gillig Lowfloor	2	15GGB271571077687	964	323,050	40	6	9	\$323,000	yes	32	BD	no
83	2007 Gillig Lowfloor	3	15GGE271471091376	970	158,866	40	6	9	\$300,000	yes	22	BD	no
84	2007 Gillig Lowfloor	3	15GGE271671091377	971	179,125	40	6	9	\$300,000	yes	22	BD	no
85	2007 Gillig Lowfloor	3	15GGE271871091378	972	272,705	40	6	9	\$300,000	yes	22	BD	no
86	2007 Gillig Lowfloor	3	15GGE271X71091379	973	148,300	40	6	9	\$300,000	yes	22	BD	no
87	2007 Gillig Lowfloor	3	15GGE271671091380	974	190,132	40	6	9	\$300,000	yes	22	BD	no
88	2007 Gillig Lowfloor	3	15GGE271871091381	975	154,797	40	6	9	\$300,000	yes	22	BD	no
89	2007 Gillig Lowfloor	3	15GGE271X71091382	976	195,003	40	6	9	\$300,000	yes	22	BD	no
90	2007 Gillig Lowfloor	3	15GGE271171091383	977	207,919	40	6	9	\$300,000	yes	22	BD	no
91	2007 Gillig Lowfloor	2	15GGB271571078385	980	278,227	40	6	9	\$323,000	yes	32	BD	no
92	2007 Gillig Lowfloor	2	15GGB27177078386	981	283,093	40	6	9	\$323,000	yes	32	BD	no
93	2007 Gillig Lowfloor	2	15GGB27191078387	982	299,148	40	6	9	\$323,000	yes	32	BD	no
94	2007 Gillig Lowfloor	2	15GGB271071078388	983	262,859	40	6	9	\$323,000	yes	32	BD	no
95	2007 Gillig Lowfloor	2	15GGB271271078389	984	280,737	40	6	9	\$323,000	yes	32	BD	no
96	2007 Gillig Lowfloor	2	15GGD271671078390	990	364,175	40	6	9	\$323,000	yes	32	BD	no
97	2007 Gillig Lowfloor	2	15GGD271871078391	991	343,082	40	6	9	\$323,000	yes	32	BD	no
98	2007 Gillig Lowfloor	2	15GGD271X71078392	992	337,096	40	6	9	\$323,000	yes	32	BD	no
99	2007 Gillig Lowfloor	2	15GGD271171078393	993	316,363	40	6	9	\$323,000	yes	32	BD	no
100	2007 Gillig Lowfloor	2	15GGD271371078394	994	406,720	40	6	9	\$323,000	yes	32	BD	no
101	2005/Chevrolet/Astro	13	1GNDM19X35B125699	1512	62,861	20	8	0	\$26,910	no	8	GA	no
102	2005/Chevrolet/Astro	13	1GNDM19X65B125633	1513	54,933	20	8	0	\$26,910	no	8	GA	yes
103	2005/Chevrolet/Astro	13	1GNDM19X65B125700	1516	78,404	20	8	0	\$26,910	no	8	GA	yes
104	2005/Chevrolet/Astro	13	1GNDM19X25B125693	1521	66,549	20	8	0	\$26,910	no	8	GA	yes
105	2006 Dodge Caravan	13	1D8GP24RX6B637751	1530	98,767	30	7	0	\$26,910	no	7	GA	yes
106	2006 Dodge Caravan	13	1D8GP12R16B637752	1531	92,854	30	7	0	\$26,910	no	7	GA	yes
107	2006 Ford/ Clubwagon	13	1FBNE31L46DA24647	1540	36,584	30	6	0	\$23,195	no	12	GA	yes
108	2006 Ford/ Clubwagon	13	1FBNE31L66DA24651	1542	57,134	30	6	0	\$23,195	no	12	GA	yes
109	2006 Ford/ Clubwagon	13	1FBNE31L76DA24657	1543	61,624	30	6	0	\$23,195	no	12	GA	yes
110	2006 Ford/ Clubwagon	13	1FBNE31L76DA24643	1547	73,816	30	6	0	\$23,195	no	12	GA	yes
111	2006 Ford/ Clubwagon	13	1FBNE31L86DA24652	1549	40,601	30	6	0	\$23,195	no	12	GA	yes
112	2006 Ford/ Clubwagon	13	1FBNE31L96DA24661	1550	57,541	30	6	0	\$23,195	no	12	GA	yes
113	2006 Ford/ Clubwagon	13	1FBNE31L66DA24648	1551	44,070	30	6	0	\$23,195	no	12	GA	yes
114	2006 Ford/ Clubwagon	13	1FBNE31L96DA24658	1553	52,316	30	6	0	\$23,195	no	12	GA	yes
115	2006 Ford/ Clubwagon	13	1FBNE31L26DA24663	1556	57,507	30	6	0	\$23,195	no	12	GA	yes
116	2006 Ford/ Clubwagon	13	1FBNE31L56DA24639	1557	65,815	30	6	0	\$23,195	no	12	GA	yes
117	2006 Ford/ Clubwagon	13	1FBNE31L16DA24654	1560	59,831	30	6	0	\$23,195	no	12	GA	yes
118	2006 Ford/ Clubwagon	13	1FBNE31L86DA24649	1561	38,394	30	6	0	\$23,195	no	12	GA	yes
119	2006 Ford/ Clubwagon	13	1FBNE31L46DA24664	1566	66,111	30	6	0	\$23,195	no	12	GA	yes
120	2006 Ford/ Clubwagon	13	1FBNE31L36DA24655	1568	7,170	30	6	0	\$23,195	no	12	GA	yes
121	2006 Ford Clubwagon	13	1FBSS31L46DA24630	1571	82,178	30	6	0	\$23,195	no	12	GA	yes
122	2004 Ford E350	14	1FTSE34L54HB35935	1576	36,193	10	9	0	\$48,000	yes	9	GA	no
123	2004/Ford/Clubwagon	13	1FBNE31L64HB38591	1771	88,612	10	9	0	\$26,910	no	12	GA	yes
124	2004/Ford/Clubwagon	13	1FBNE31L34HB38595	1775	82,494	10	9	0	\$26,910	no	12	GA	no
125	2004/Ford/Clubwagon	13	1FBNE31L74HB38597	1777	100,318	10	9	0	\$26,910	no	12	GA	no
126	2005/Ford/ Clubwagon	13	1FBNE31L25HB38556	1781	75,395	20	8	0	\$26,910	no	12	GA	yes

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127	2005/Ford/ Clubwagon	13	1FBNE31L85HB38559	1784	69,786	20	8	0	\$26,910	no	12	GA	yes
128	2005/Ford/ Clubwagon	13	1FBNE31L85HB38562	1786	96,912	20	8	0	\$26,910	no	12	GA	yes
129	2005/Ford/ Clubwagon	13	1FBNE31L15HB38564	1789	58,270	20	8	0	\$26,910	no	12	GA	no
130	2005/Ford/ Clubwagon	13	1FBNE31L55HB38566	1791	59,603	20	8	0	\$26,910	no	12	GA	no
131	2005/Ford/ Clubwagon	13	1FBNE31L75HB38567	1792	90,923	20	8	0	\$26,910	no	12	GA	no
132	2005/Ford/E350	14	1FTSE34L86HA33015	1803	68,702	20	8	0	\$26,910	yes	12	GA	no
133	2006 Ford/ Clubwagon	13	1FBNE31L46DA24647	1540	92,304	40	7	0	\$26,910	no	12	GA	yes
134	2006 Ford/ Clubwagon	13	1FBNE31L46DA24650	1541	74,310	40	7	0	\$26,910	no	12	GA	yes
135	2006 Ford/ Clubwagon	13	1FBNE31L66DA24651	1542	91,102	40	7	0	\$26,910	no	12	GA	yes
136	2006 Ford/ Clubwagon	13	1FBNE31L76DA24657	1543	96,288	40	7	0	\$26,910	no	12	GA	yes
137	2006 Ford/ Clubwagon	13	1FBNE31L76DA24643	1547	118,936	40	7	0	\$26,910	no	12	GA	yes
138	2006 Ford/ Clubwagon	13	1FBNE31L86DA24652	1549	80,156	40	7	0	\$26,910	no	12	GA	yes
139	2006 Ford/ Clubwagon	13	1FBNE31L96DA24661	1550	106,015	40	7	0	\$26,910	no	12	GA	yes
140	2006 Ford/ Clubwagon	13	1FBNE31L66DA24648	1551	68,828	40	7	0	\$26,910	no	12	GA	yes
141	2006 Ford/ Clubwagon	13	1FBNE31L96DA24658	1553	83,891	30	7	0	\$26,910	no	12	GA	yes
142	2006 Ford/ Clubwagon	13	1FBNE31L26DA24663	1556	91,567	30	7	0	\$26,910	no	12	GA	yes
143	2006 Ford/ Clubwagon	13	1FBNE31L56DA24639	1557	87,479	30	7	0	\$26,910	no	12	GA	yes
144	2006 Ford/ Clubwagon	13	1FBNE31L86DA24666	1558	104,468	30	7	0	\$26,910	no	12	GA	yes
145	2006 Ford/ Clubwagon	13	1FBNE31L16DA24654	1560	93,373	30	7	0	\$26,910	no	12	GA	yes
146	2006 Ford/ Clubwagon	13	1FBNE31L86DA24649	1561	72,625	30	7	0	\$26,910	no	12	GA	yes
147	2006 Ford/ Clubwagon	13	1FBNE31L46DA24664	1566	102,562	30	7	0	\$26,910	no	12	GA	yes
148	2006 Ford/ Clubwagon	13	1FBNE31L36DA24655	1568	74,853	30	7	0	\$26,910	no	12	GA	yes
149	2006 Ford Clubwagon	13	1FBSS31L46DA24630	1571	105,002	30	7	0	\$26,910	no	12	GA	yes
150	2006 Ford Clubwagon	13	1FBSS31L86DA24629	1572	107,839	30	7	0	\$26,910	no	12	GA	yes
151	2006 Ford Clubwagon	13	1FBSS31L66DA24631	1573	103,320	30	7	0	\$26,910	no	12	GA	no
152	2008 Ford E350	13	1FTSE34L86HA33015	1803	68,702	30	7	0	\$26,910	no	12	GA	no
153	2008 Chevrolet Uplander	13	1GNDV23W78D205888	1804	122,572	50	5	1	\$26,910	no	12	GA	no
154	2008 Chevrolet Express	13	1GAHG39KX81221687	1805	111,434	50	5	1	\$26,910	no	12	GA	no
155	2012 EV1 ADA	14	5Z3MF1A65CM101163	1806	19,141	1	1	5	\$48,000	yes	4	GA	no
156	2007 Chevy Express	13	1GAHG35U071188737	1820	91,239	40	6	0	\$26,910	no	12	GA	no
157	2007 Chevy Express	13	1GAHG35U171188967	1821	107,527	40	6	0	\$26,910	no	12	GA	no
158	2007 Chevy Express	13	1GAHG35UX71188731	1822	108,874	40	6	0	\$26,910	no	12	GA	no
159	2007 Chevy Express	13	1GAHG35U671189259	1823	102,015	40	6	0	\$26,910	no	12	GA	no
160	2007 Chevy Express	13	1GAHG35U671188967	1824	116,428	40	6	0	\$26,910	no	12	GA	no
161	2007 Chevy Express	13	1GAHG35U971189143	1825	74,605	40	6	0	\$26,910	no	12	GA	no
162	2007 Chevy Express	13	AGAHG35U971189790	1826	100,391	40	6	0	\$26,910	no	12	GA	no
163	2007 Chevy Express	13	1GAHG35U371189560	1827	88,594	40	6	0	\$26,910	no	12	GA	no
164	2007 Chevy Express	13	1GAHG35U071190570	1828	103,397	40	6	0	\$26,910	no	12	GA	no
165	2007 Chevy Express	13	1GAHG35U971189952	1829	112,232	40	6	0	\$26,910	no	12	GA	no
166	2007 Chevy Express	13	1GAHG35U671189603	1830	80,322	40	6	0	\$26,910	no	12	GA	no
167	2007 Chevy Express	13	1GAHG35U971189112	1831	88,757	40	6	0	\$26,910	no	12	GA	no
168	2007 Chevy Express	13	1GAHG35U871189084	1832	108,727	40	6	0	\$26,910	no	12	GA	no
169	2007 Chevy Express	13	1GAHG35U471189034	1833	118,170	40	6	0	\$26,910	no	12	GA	no
170	2007 Chevy Express	14	1GAHG35U771190341	1834	114,472	40	6	0	\$26,910	no	12	GA	no

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171	2007 Chevy Express	13	1GAHG35UJ71189443	1837	81,185	40	6	0	\$26,910	no	12	GA	yes
172	2007 Chevy Express	13	1GAHG35UJ71190534	1839	93,986	40	6	0	\$26,910	no	12	GA	yes
173	2007 Chevy Express	13	1GAHG35UJ71190016	1840	111,772	40	6	0	\$26,910	no	12	GA	yes
174	2007 Chevy Express	13	1GAHG35U671190346	1841	102,312	40	6	0	\$26,910	no	12	GA	yes
175	2007 Chevy Express	13	1GAHG35U071190276	1842	85,350	40	6	0	\$26,910	no	12	GA	yes
176	2007 Chevy Express	13	1GAHG35U871191451	1843	106,489	40	6	0	\$26,910	no	12	GA	yes
177	2007 Chevy Express	13	1GAHG35U671191139	1844	85,120	40	6	0	\$26,910	no	12	GA	yes
178	2007 Chevy Express	13	1GAHG35U471190152	1845	77,629	40	6	0	\$26,910	no	12	GA	yes
179	2007 Chevy Express	13	1GAHG35U271190523	1846	86,919	40	6	0	\$26,910	no	12	GA	yes
180	2007 Chevy Express	13	1GAHG35U971191118	1847	59,485	40	6	0	\$26,910	no	12	GA	yes
181	2007 Chevy Express	13	1GAHG35U171190254	1849	107,324	40	6	0	\$26,910	no	12	GA	yes
182	2007 Chevy Express	13	1GAHG35U071190598	1850	112,422	40	6	0	\$26,910	no	12	GA	yes
183	2007 Chevy Express	13	1GAHG35U371188716	1851	113,915	40	6	0	\$26,910	no	12	GA	yes
184	2007 Chevy Express	13	1GAHG35U071189757	1854	83,914	40	6	0	\$26,910	no	12	GA	yes
185	2007 Chevy Express	13	1GAHG35U771189447	1855	91,479	40	6	0	\$26,910	no	12	GA	yes
186	2007 Chevy Express	13	1GAHG35U071190388	1856	92,511	40	6	0	\$26,910	no	12	GA	yes
187	2007 Chevy Express	13	1GAHG35U471191317	1857	67,500	40	6	0	\$26,910	no	12	GA	yes
188	2007 Chevy Express	13	1GAHG35U671190833	1858	109,380	40	6	0	\$26,910	no	12	GA	yes
189	2007 Chevy Express	13	1GAHG35U571191004	1859	115,297	40	6	0	\$26,910	no	12	GA	yes
190	2007 Chevy Express	13	1GAHG35U171190576	1860	87,184	40	6	0	\$26,910	no	12	GA	yes
191	2007 Chevy Express	13	1GAHG35U171189816	1861	93,105	40	6	0	\$26,910	no	12	GA	yes
192	2007 Chevy Express	13	1GAHG35U471239477	1862	78,620	40	6	0	\$26,910	no	12	GA	no
193	2007 Chevy Express	13	1GAHG39U671188977	1870	115,472	40	6	0	\$26,910	no	15	GA	no
194	2008 Chevy Uplander	13	1GNDV23W38D197613	1901	60,787	50	5	1	\$26,910	no	7	GA	no
195	2008 Chevy Uplander	13	1GNDV23W28D198008	1902	60,787	50	5	1	\$26,910	no	7	GA	no
196	2008 Chevy Uplander	13	1GNDV23WX8D196426	1903	60,787	50	5	1	\$26,910	no	7	GA	yes
197	2008 Chevy Uplander	13	1GNDV23W48D196485	1904	60,787	50	5	1	\$26,910	no	7	GA	no
198	2008 Chevy Uplander	13	1GNDV23W78D196741	1905	60,787	50	5	1	\$26,910	no	7	GA	no
199	2008 Chevy Uplander	13	1GNDV23W38D197621	1906	60,787	50	5	1	\$26,910	no	7	GA	no
200	2008 Chevy Uplander	13	1GNDV23WX8D196491	1907	60,787	50	5	1	\$26,910	no	7	GA	no
201	2008 Chevy Uplander	13	1GNDV23W78D196237	1908	60,787	50	5	1	\$26,910	no	7	GA	no
202	2008 Chevy Uplander	13	1GNDV23W08D208549	1909	60,787	50	5	1	\$26,910	no	7	GA	no
203	2008 Chevy Uplander	13	1GNDV23W08D208440	1910	60,787	50	5	1	\$26,910	no	7	GA	no
204	2008 Chevy Uplander	13	1GNDV23W98D207917	1911	60,787	50	5	1	\$26,910	no	7	GA	no
205	2008 Chevy Uplander	13	1GNDV23WX8D207828	1912	60,787	50	5	1	\$26,910	no	7	GA	no
206	2008 Chevy Uplander	13	1GNDV23W48D207825	1913	60,787	50	5	1	\$26,910	no	7	GA	no
207	2008 Chevy Uplander	13	1GNDV23W58D207946	1914	60,787	50	5	1	\$26,910	no	7	GA	no
208	2008 Chevy Uplander	13	1GNDV23W88D206547	1915	60,787	50	5	1	\$26,910	no	7	GA	no
209	2008 Chevy Uplander	13	1GNDV23W38D208612	1916	60,787	50	5	1	\$26,910	no	7	GA	no
210	2008 Chevy Uplander	13	1GNDV23W88D208752	1917	60,787	50	5	1	\$26,910	no	7	GA	no
211	2008 Chevy Express	13	1GAHG35K681217707	1920	40,157	50	5	1	\$26,910	no	12	GA	yes
212	2008 Chevy Express	13	1GAHG35K881217711	1921	72,353	50	5	1	\$26,910	no	12	GA	yes
213	2008 Chevy Express	13	1GAHG35K781219854	1923	72,915	50	5	1	\$26,910	no	12	GA	yes
214	2008 Chevy Express	13	1GAHG35K481220248	1924	9,759	50	5	1	\$26,910	no	12	GA	yes
215	2008 Chevy Express	13	1GAHG35K481218340	1925	56,748	50	5	1	\$26,910	no	12	GA	yes

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216	2008 Chevy Express	13	1GAHG35K681219148	1926	56,398	50	5	1	\$26,910	no	12	GA	yes
217	2008 Chevy Express	13	1GAHG35K281219132	1927	59,750	50	5	1	\$26,910	no	12	GA	yes
218	2008 Chevy Express	13	1GAHG35KX81220528	1928	38,763	50	5	1	\$26,910	no	12	GA	yes
219	2008 Chevy Express	13	1GAHG35K181220627	1929	41,926	50	5	1	\$26,910	no	12	GA	yes
220	2008 Chevy Express	13	1GAHG35K481220704	1930	46,943	50	5	1	\$26,910	no	12	GA	yes
221	2008 Chevy Express	13	1GAHG35K581219464	1931	98,599	50	5	1	\$26,910	no	12	GA	yes
222	2008 Chevy Express	13	1GAHG35K281218160	1932	121,882	50	5	1	\$26,910	no	12	GA	yes
223	2008 Chevy Express	13	1GAHG35K781221040	1933	118,488	50	5	1	\$26,910	no	12	GA	yes
224	2008 Chevy Express	13	1GAHG35K181221003	1934	107,035	50	5	1	\$26,910	no	12	GA	yes
225	2008 Chevy Express	13	1GAHG35K081220537	1935	125,092	50	5	1	\$26,910	no	12	GA	yes
226	2008 Chevy Express	13	1GAHG35K281218191	1936	101,387	50	5	1	\$26,910	no	12	GA	yes
227	2008 Chevy Express	13	1GAHG35K481218743	1937	130,683	50	5	1	\$26,910	no	12	GA	no
228	2008 Chevy Express	13	1GAHG35K681220218	1938	115,724	50	5	1	\$26,910	no	12	GA	no
229	2008 Chevy Express	13	1GAHG35K181219459	1939	54,991	50	5	1	\$26,910	no	12	GA	no
230	2008 Chevy Express	13	1GAHG35KX81220707	1940	133,592	50	5	1	\$26,910	no	12	GA	no
231	2008 Chevy Express	13	1GAHG35K481220492	1941	120,007	50	5	1	\$26,910	no	12	GA	no
232	2008 Chevy Express	13	1GAHG35KX81220822	1942	91,449	50	5	1	\$26,910	no	12	GA	no
233	2008 Chevy Express	13	1GAHG35K381220015	1943	51,410	50	5	1	\$26,910	no	12	GA	no
234	2008 Chevy Express	13	1GAHG35K581220419	1944	50,650	50	5	1	\$26,910	no	12	GA	no
235	2008 Chevy Express	13	1GAHG35K381233427	1945	115,653	50	5	1	\$26,910	no	12	GA	no
236	2008 Chevy Express	13	1GAHG35KX81233733	1946	77,101	50	5	1	\$26,910	no	12	GA	no
237	2008 Chevy Express	13	1GAHG39K381218971	1950	83,226	50	5	1	\$26,910	no	15	GA	no
238	2008 Chevy Express	13	1GAHG39K981220126	1951	102,461	50	5	1	\$26,910	no	15	GA	no
239	2008 Chevy Express	13	1GAHG39K581218180	1952	89,113	50	5	1	\$26,910	no	15	GA	no
240	2009 Toyota Sienna	13	5TDZK23C19S278371	2000	63,111	50	5	1	\$26,910	no	7	GA	yes
241	2009 Toyota Sienna	13	5TDZK23C49S278378	2001	104,048	50	5	1	\$26,910	no	7	GA	yes
242	2009 Toyota Sienna	13	5TDZK23C19S278872	2002	50,952	60	4	2	\$26,910	no	7	GA	yes
243	2009 Toyota Sienna	13	5TDZK23C19S279232	2003	51,353	60	4	2	\$26,910	no	7	GA	yes
244	2009 Toyota Sienna	13	5TDZK23C39S279666	2004	81,224	60	4	2	\$26,910	no	7	GA	yes
245	2009 Toyota Sienna	13	5TDZK23C29S279206	2005	65,610	60	4	2	\$26,910	no	7	GA	yes
246	2009 Toyota Sienna	13	5TDZK23CX9S278823	2006	67,970	60	4	2	\$26,910	no	7	GA	yes
247	2009 Toyota Sienna	13	5TDZK23C89S280179	2007	87,535	60	4	2	\$26,910	no	7	GA	yes
248	2009 Toyota Sienna	13	5TDZK23C19S280203	2008	62,694	60	4	2	\$26,910	no	7	GA	yes
249	2009 Toyota Sienna	13	5TDZK23C89S279677	2009	63,604	60	4	2	\$26,910	no	7	GA	yes
250	2009 Toyota Sienna	13	5TDZK23C49S282916	2020	93,990	60	4	2	\$26,910	no	7	GA	no
251	2009 Toyota Sienna	13	5TDZK23C69S283145	2021	48,093	60	4	2	\$26,910	no	7	GA	no
252	2009 Toyota Sienna	13	5TDZK23C19S282307	2022	64,455	60	4	2	\$26,910	no	7	GA	no
253	2009 Toyota Sienna	13	5TDZK23C59S282956	2023	31,282	60	4	2	\$26,910	no	7	GA	no
254	2009 Toyota Sienna	13	5TDZK23C99S282328	2024	37,381	60	4	2	\$26,910	no	7	GA	no
255	2009 Toyota Sienna	13	5TDZK23C79S282635	2025	61,044	60	4	2	\$26,910	no	7	GA	no
256	2009 Toyota Sienna	13	5TDZK23C49S283161	2026	67,155	60	4	2	\$26,910	no	7	GA	no
257	2009 Toyota Sienna	13	5TDZK23C19S283375	2027	58,076	60	4	2	\$26,910	no	7	GA	no
258	2009 Toyota Sienna	13	5TDZK23C19S283389	2028	110,704	60	4	2	\$26,910	no	7	GA	no
259	2009 Toyota Sienna	13	5TDZK23C09S282640	2029	61,489	60	4	2	\$26,910	no	7	GA	no
260	2009 Toyota Sienna	13	5TDZK23C09S282282	2030	62,776	60	4	2	\$26,910	no	7	GA	no

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261	2009 Toyota Sienna	13	5TDZK23C79S284997	2031	64,771	60	4	2	\$26,910	no	7	GA	no
262	2009 Toyota Sienna	13	5TDZK23C09S284727	2032	52,875	60	4	2	\$26,910	no	7	GA	no
263	2009 Toyota Sienna	13	5TDZK23C19S285854	2033	54,726	60	4	2	\$26,910	no	7	GA	yes
264	2009 Toyota Sienna	13	5TDZK23C49S286349	2034	67,128	60	4	2	\$26,910	no	7	GA	yes
265	2009 Toyota Sienna	13	5TDZK23CX9S286355	2035	109,276	60	4	2	\$26,910	no	7	GA	yes
266	2009 Toyota Sienna	13	5TDZK23C19S286597	2036	42,185	60	4	2	\$26,910	no	7	GA	yes
267	2009 Chevy Express	13	1GAHG35K691156425	2050	107,338	60	4	2	\$26,910	no	12	GA	no
268	2009 Chevy Express	13	1GAHG35K791155459	2051	80,488	60	4	2	\$26,910	no	12	GA	no
269	2009 Chevy Express	13	1GAHG35K591155282	2052	67,245	60	4	2	\$26,910	no	12	GA	no
270	2009 Chevy Express	13	1GAHG35K391156673	2053	43,060	60	4	2	\$26,910	no	12	GA	no
271	2009 Chevy Express	13	1GAHG35K491156657	2054	78,115	60	4	2	\$26,910	no	12	GA	no
272	2009 Chevy Express	13	1GAHG35KX91156010	2055	75,761	60	4	2	\$26,910	no	12	GA	no
273	2009 Chevy Express	13	1GAHG35K191156705	2056	73,116	60	4	2	\$26,910	no	12	GA	no
274	2009 Chevy Express	13	1GAHG35K791156739	2057	61,283	60	4	2	\$26,910	no	12	GA	no
275	2009 Chevy Express	13	1GAHG35K191154713	2058	92,256	60	4	2	\$26,910	no	12	GA	no
276	2009 Chevy Express	13	1GAHG35K591156478	2059	52,066	60	4	2	\$26,910	no	12	GA	no
277	2009 Chevy Express	13	1GAHG35K691156442	2060	40,565	60	4	2	\$26,910	no	12	GA	no
278	2009 Chevy Express	13	1GAHG35K191156607	2061	37,438	60	4	2	\$26,910	no	12	GA	no
279	2009 Chevy Express	13	1GAHG35K291155823	2062	66,738	60	4	2	\$26,910	no	12	GA	no
280	2009 Chevy Express	13	1GAHG35K891166308	2063	43,708	60	4	2	\$26,910	no	12	GA	yes
281	2009 Chevy Express	13	1GAHG35K791166557	2064	91,506	60	4	2	\$26,910	no	12	GA	yes
282	2009 Chevy Express	13	1GAHG39KX91155224	2080	59,954	60	4	2	\$26,910	no	15	GA	no
283	2009 Chevy Express	13	1GAHG39KX91155675	2081	101,200	60	4	2	\$26,910	no	15	GA	no
284	2009 Chevy Express	13	1GAHG39K091156088	2082	87,226	60	4	2	\$26,910	no	15	GA	no
285	2010 Dodge Caravan	13	2D4RN5D15AR356401	2100	50,068	70	3	3	\$26,910	no	7	GA	no
286	2010 Dodge Caravan	13	2D4RN5D17AR356402	2101	40,916	70	3	3	\$26,910	no	7	GA	no
287	2010 Dodge Caravan	13	2D4RN5D10AR356404	2102	71,130	70	3	3	\$26,910	no	7	GA	no
288	2010 Dodge Caravan	13	2D4RN5D13AR356400	2103	72,618	70	3	3	\$26,910	no	7	GA	no
289	2010 Dodge Caravan	13	2D4RN5D19AR356403	2104	27,152	70	3	3	\$26,910	no	7	GA	no
290	2011 Dodge Caravan	13	2D4RN4DG7BR715120	2110	51,076	80	2	4	\$26,910	no	7	GA	yes
291	2011 Dodge Caravan	13	2D4RN4DG1BR715114	2111	68,836	80	2	4	\$26,910	no	7	GA	yes
292	2011 Dodge Caravan	13	2D4RN4DG3BR715115	2112	53,069	80	2	4	\$26,910	no	7	GA	yes
293	2011 Dodge Caravan	13	2D4RN4DG0BR715119	2113	24,310	80	2	4	\$26,910	no	7	GA	yes
294	2011 Dodge Caravan	13	2D4RN4DG8BR715112	2114	25,781	80	2	4	\$26,910	no	7	GA	yes
295	2011 Dodge Caravan	13	2D4RN4DG0BR715122	2115	36,385	80	2	4	\$26,910	no	7	GA	yes
296	2011 Dodge Caravan	13	2D4RN4DH7BR715117	2116	30,863	80	2	4	\$26,910	no	7	GA	yes
297	2011 Dodge Caravan	13	2D4RN4DG9BR715121	2117	18,934	80	2	4	\$26,910	no	7	GA	yes
298	2011 Dodge Caravan	13	2D4RN4DG9BR715118	2118	46,380	80	2	4	\$26,910	no	7	GA	yes
299	2011 Dodge Caravan	13	2D4RN4DG2BR732486	2119	18,188	80	2	4	\$26,910	no	7	GA	yes
300	2011 Dodge Caravan	13	2D4RN4DGXB715113	2120	29,114	80	2	4	\$26,910	no	7	GA	yes
301	2011 Dodge Caravan	13	2D4RN4DG5BR715116	2121	23,498	80	2	4	\$26,910	no	7	GA	yes
302	2011 Dodge Caravan	13	2D4RN4DG7BR732497	2122	26,000	80	2	4	\$26,910	no	7	GA	yes
303	2011 Dodge Caravan	13	2D4RN4DG4BR732487	2123	65,120	80	2	4	\$26,910	no	7	GA	yes
304	2011 Dodge Caravan	13	2D4RN4DG6BR732491	2124	22,789	80	2	4	\$26,910	no	7	GA	yes
305	2011 Dodge Caravan	13	2D4RN4DG3BR732495	2125	34,978	80	2	4	\$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)
306	2011 Dodge Caravan	13	2D4RN4DGXBR732493	2126	49,310	80	2	4	\$26,910	no	7	GA	yes
307	2011 Dodge Caravan	13	2D4RN4DG5BR732496	2127	39,156	80	2	4	\$26,910	no	7	GA	yes
308	2011 Dodge Caravan	13	2D4RN4DGOBR788801	2128	33,474	80	2	4	\$26,910	no	7	GA	yes
309	2011 Dodge Caravan	13	2D4RN4DG2BR788802	2129	25,600	80	2	4	\$26,910	no	7	GA	yes
310	2011 Dodge Caravan	13	2D4RN4DGXBR788787	2130	27,661	80	2	4	\$26,910	no	7	GA	yes
311	2011 Dodge Caravan	13	2D4RN4DG1BR788788	2131	46,010	80	2	4	\$26,910	no	7	GA	yes
312	2011 Dodge Caravan	13	2D4RN4DG3BR788789	2132	20,388	80	2	4	\$26,910	no	12	GA	yes
313	2011 Ford Econoline	13	1FBNE3BL9BD A90474	2140	32,930	80	2	4	\$26,910	no	12	GA	yes
314	2011 Ford Econoline	13	1FBNE3BL0BD A90475	2141	52,687	80	2	4	\$26,910	no	12	GA	yes
315	2011 Ford Econoline	13	1FBNE3BL4BD A90480	2142	49,626	80	2	4	\$26,910	no	12	GA	yes
316	2011 Ford Econoline	13	1FBNE3BL8BD A90465	2143	60,472	80	2	4	\$26,910	no	12	GA	yes
317	2011 Ford Econoline	13	1FBNE3BL6BD A90464	2144	54,022	80	2	4	\$26,910	no	12	GA	yes
318	2011 Ford Econoline	13	1FBNE3BL5BD A90472	2145	61,040	80	2	4	\$26,910	no	12	GA	yes
319	2011 Ford Econoline	13	1FBNE3BL5BD A90469	2146	59,160	80	2	4	\$26,910	no	12	GA	yes
320	2011 Ford Econoline	13	1FBNE3BL8BD A90482	2147	58,485	80	2	4	\$26,910	no	12	GA	yes
321	2011 Ford Econoline	13	1FBNE3BL7BD A90473	2148	17,838	80	2	4	\$26,910	no	12	GA	yes
322	2011 Ford Econoline	13	1FBNE3BL1BD A90467	2149	47,524	80	2	4	\$26,910	no	12	GA	yes
323	2011 Ford Econoline	13	1FBNE3BL3BD A90471	2150	38,825	80	2	4	\$26,910	no	12	GA	yes
324	2011 Ford Econoline	13	1FBNE3BL4BD A90477	2151	66,741	80	2	4	\$26,910	no	12	GA	yes
325	2011 Ford Econoline	13	1FBNE3BLXBD A90466	2152	69,962	80	2	4	\$26,910	no	12	GA	yes
326	2011 Ford Econoline	13	1FBNE3BL6BD A90478	2153	61,571	80	2	4	\$26,910	no	12	GA	yes
327	2011 Ford Econoline	13	1FBNE3BL6BD A90481	2154	48,104	80	2	4	\$26,910	no	12	GA	yes
328	2011 Ford Econoline	13	1FBNE3BL1BD A90484	2155	59,210	80	2	4	\$26,910	no	12	GA	yes
329	2011 Ford Econoline	13	1FBNE3BL1BD A90470	2156	58,420	80	2	4	\$26,910	no	12	GA	yes
330	2011 Ford Econoline	13	1FBNE3BL8BD A90479	2157	66,780	80	2	4	\$26,910	no	12	GA	yes
331	2011 Ford Econoline	13	1FBNE3BLXBD A90483	2158	44,633	80	2	4	\$26,910	no	12	GA	yes
332	2011 Ford Econoline	13	1FBNE3BL3BD A90468	2159	46,422	80	2	4	\$26,910	no	12	GA	yes
333	2011 Ford Econoline	13	1FBNE3BL2BD A90476	2160	59,259	80	2	4	\$26,910	no	12	GA	yes
334	2011 Ford Econoline	13	1FBSS3BL6BD A90492	2170	37,724	80	2	4	\$26,910	no	15	GA	yes
335	2011 Ford Econoline	13	1FBSS3BLXBD A90494	2171	37,948	80	2	4	\$26,910	no	15	GA	yes
336	2011 Ford Econoline	13	1FBSS3BL8BD A90493	2172	27,611	80	2	4	\$26,910	no	15	GA	yes
337	2012 Dodge Caravan	13	2C4RDGCG7CR281433	2200	20,186	90	1	5	\$26,910	no	7	GA	yes
338	2012 Dodge Caravan	13	2C4RDGCG8CR281442	2201	22,684	90	1	5	\$26,910	no	7	GA	yes
339	2012 Dodge Caravan	13	2C4RDGCG9CR281434	2202	14,217	90	1	5	\$26,910	no	7	GA	yes
340	2012 Dodge Caravan	13	2C4RDGCG1CR281430	2203	15,437	90	1	5	\$26,910	no	7	GA	yes
341	2012 Dodge Caravan	13	2C4RDGCG3CR281428	2204	21,501	90	1	5	\$26,910	no	7	GA	yes
342	2012 Dodge Caravan	13	2C4RDGCG6CR281441	2205	17,031	90	1	5	\$26,910	no	7	GA	yes
343	2012 Dodge Caravan	13	2C4RDGCG4CR281440	2206	32,088	90	1	5	\$26,910	no	7	GA	yes
344	2012 Dodge Caravan	13	2C4RDGCG6CR281438	2207	23,664	90	1	5	\$26,910	no	7	GA	yes
345	2012 Dodge Caravan	13	2C4RDGCG3CR281431	2208	9,170	90	1	5	\$26,910	no	7	GA	yes
346	2012 Dodge Caravan	13	2C4RDGCG2CR281436	2209	12,240	90	1	5	\$26,910	no	7	GA	yes
347	2012 Dodge Caravan	13	2C4RDGCGXCR281426	2210	37,123	90	1	5	\$26,910	no	7	GA	yes
348	2012 Dodge Caravan	13	2C4RDGCGXCR281443	2211	29,754	90	1	5	\$26,910	no	7	GA	yes
349	2012 Dodge Caravan	13	2C4RDGCG5CR281429	2212	21,893	90	1	5	\$26,910	no	7	GA	yes
350	2012 Dodge Caravan	13	2C4RDGCG6CR281439	2213	9,494	90	1	5	\$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)
351	2012 Dodge Caravan	13	2C4RDGBG5CR281432	2214	28,027	90	1	5	\$26,910	no	7	GA	yes
352	2012 Dodge Caravan	13	2C4RDGBG4CR281437	2215	13,053	90	1	5	\$26,910	no	7	GA	no
353	2012 Dodge Caravan	13	2C4RDGBG0CR281435	2216	28,475	90	1	5	\$26,910	no	7	GA	yes
354	2012 Dodge Caravan	13	2C4RDGBG1CR281427	2217	29,960	90	1	5	\$26,910	no	7	GA	yes
355	2012 Chevy Express	13	1GAZGYFA5C1146340	2220	24,521	90	1	5	\$26,910	no	12	GA	yes
356	2012 Chevy Express	13	1GAZGYFATC1144945	2221	20,991	90	1	5	\$26,910	no	12	GA	yes
357	2012 Chevy Express	13	1GAZGYFA3C1146532	2222	37,931	90	1	5	\$26,910	no	12	GA	yes
358	2012 Chevy Express	13	1GAZGYFATC1144735	2223	51,061	90	1	5	\$26,910	no	12	GA	yes
359	2012 Chevy Express	13	1GAZGYFA3C1146028	2224	51,047	90	1	5	\$26,910	no	12	GA	yes
360	2012 Chevy Express	13	1GAZGYFA1C1145220	2225	34,831	90	1	5	\$26,910	no	12	GA	yes
361	2012 Chevy Express	13	1GAZGYFAXC1146530	2226	34,690	90	1	5	\$26,910	no	12	GA	yes
366	2012 Chevy Express	13	1GAZGYFA9C1146681	2227	40,780	90	1	5	\$26,910	no	12	GA	yes
347	2012 Chevy Express	13	1GAZGYFA4C1146264	2228	48,680	90	1	5	\$26,910	no	12	GA	yes
348	2012 Chevy Express	13	1GAZGYFA3C1145056	2229	28,387	90	1	5	\$26,910	no	12	GA	yes
349	2012 Chevy Express	13	1GAZGYFA0C1145239	2230	42,103	90	1	5	\$26,910	no	12	GA	yes
350	2012 Chevy Express	13	1GAZG1FG4C1147166	2240	42,112	90	1	5	\$26,910	no	15	GA	yes
351	2013 Dodge Caravan	13	2C4RDGBG9DR694407	2300	8,417	100	0	6	\$21,647	no	7	GA	no
352	2013 Dodge Caravan	13	2C4RDGBGXR694402	2301	5,833	100	0	6	\$21,647	no	7	GA	no
353	2013 Dodge Caravan	13	2C4RDGBG4DR694413	2302	5,728	100	0	6	\$21,647	no	7	GA	no
354	2013 Dodge Caravan	13	2C4RDGBG8DR694401	2303	10,538	100	0	6	\$21,647	no	7	GA	no
355	2013 Dodge Caravan	13	2C4RDGBG2DR694409	2304	11,917	100	0	6	\$21,647	no	7	GA	no
356	2013 Dodge Caravan	13	2C4RDGBG0DR694408	2305	3,678	100	0	6	\$21,647	no	7	GA	no
357	2013 Dodge Caravan	13	2C4RDGBG2DR694412	2306	2,508	100	0	6	\$21,647	no	7	GA	no
358	2013 Dodge Caravan	13	2C4RDGBG6DR694400	2307	11,038	100	0	6	\$21,647	no	7	GA	no
359	2013 Dodge Caravan	13	2C4RDGBG1DR694403	2308	8,135	100	0	6	\$21,647	no	7	GA	no
360	2013 Dodge Caravan	13	2C4RDGBG7DR694406	2309	6,494	100	0	6	\$21,647	no	7	GA	no
361	2013 Dodge Caravan	13	2C4RDGBG5DR694405	2310	9,610	100	0	6	\$21,647	no	7	GA	no
362	2013 Dodge Caravan	13	2C4RDGBG0DR694411	2311	3,455	100	0	6	\$21,647	no	7	GA	no
363	2013 Dodge Caravan	13	2C4RDGBG3DR694404	2312	2,189	100	0	6	\$21,647	no	7	GA	no
364	2013 Dodge Caravan	13	2C4RDGBG9DR694410	2313	7,970	100	0	6	\$21,647	no	7	GA	no
365	2013 Ford Econoline	13	1FBNE3BL5DDA71732	2320	6,363	100	0	6	\$24,320	no	7	GA	yes
366	2013 Ford Econoline	13	1FBNE3BL3DDA71731	2321	10,667	100	0	6	\$24,320	no	7	GA	yes
367	2013 Ford Econoline	13	1FBNE3BL1DDA71730	2322	12,405	100	0	6	\$24,320	no	7	GA	yes
368	2013 Ford Econoline	13	1FBNE3BL8DDA71725	2323	4,578	100	0	6	\$24,320	no	7	GA	yes
369	2013 Ford Econoline	13	1FBNE3BLXDDA71726	2324	12,977	100	0	6	\$24,320	no	7	GA	yes
370	2013 Ford Econoline	13	1FBNE3BL5DDA71729	2325	15,848	100	0	6	\$24,320	no	7	GA	yes
371	2013 Ford Econoline	13	1FBNE3BL7DDA71733	2326	5,827	100	0	6	\$24,320	no	7	GA	yes
372	2013 Ford Econoline	13	1FBNE3BL1DDA71727	2327	3,510	100	0	6	\$24,320	no	7	GA	yes
373	2013 Ford Econoline	13	1FBNE3BL3DDA71728	2328	6,326	100	0	6	\$24,320	no	7	GA	yes
374	2013 Ford Econoline	13	1FBNE3BL1DDA87653	2329	13,403	100	0	6	\$24,378	no	7	GA	no
375	2013 Ford Econoline	13	1FBNE3BL7DDA87656	2330	11,192	100	0	6	\$24,378	no	7	GA	no
376	2013 Ford Econoline	13	1FBNE3BL9DDA87657	2331	8,284	100	0	6	\$24,378	no	7	GA	no
377	2013 Ford Econoline	13	1FBNE3BL2DDA87659	2332	7,508	100	0	6	\$24,378	no	7	GA	no
378	2013 Ford Econoline	13	1FBNE3BL8DDA87648	2333	6,843	100	0	6	\$24,378	no	7	GA	no
379	2013 Ford Econoline	13	1FBNE3BL6DDA87647	2334	6,858	100	0	6	\$24,378	no	7	GA	no
380	2013 Ford Econoline	13	1FBNE3BLXDDA87649	2335	6,416	100	0	6	\$24,378	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)
381	2013 Ford Econoline	13	1FBNE3BL5DDDA87655	2336	10,933	100	0	6	\$24,378	no	7	GA	no
382	2013 Ford Econoline	13	1FBNE3BL0DDDA87658	2337	6,739	100	0	6	\$24,378	no	7	GA	no
383	2013 Ford Econoline	13	1FBNE3BLXDDDA87652	2338	12,484	100	0	6	\$24,378	no	7	GA	no
384	2013 Ford Econoline	13	1FBNE3BL3DDDA87654	2339	10,855	100	0	6	\$24,378	no	7	GA	no
385	2013 Ford Econoline	13	1FBNE3BL8DDDA87651	2340	10,756	100	0	6	\$24,378	no	7	GA	no
386	2013 Ford Econoline	13	1FBNE3BL6DDDA87650	2341	4,511	100	0	6	\$24,378	no	7	GA	no
387	2013 Ford Econoline	13	1FBNE3BL0DDDA87644	2342	7,083	100	0	6	\$24,378	no	7	GA	no
388	2013 Ford Econoline	13	1FBNE3BL2DDDA87645	2343	6,189	100	0	6	\$24,378	no	7	GA	no
389	2013 Ford Econoline	13	1FBNE3BL4DDDA87646	2344	6,480	100	0	6	\$24,378	no	7	GA	no
390	2013 Ford Econoline	13	1BNE3BLE3DDA83667	2345	3,455	100	0	6	\$24,378	no	7	GA	no
391	2013 Ford Econoline	13	1FBNE3BL9DDDA87643	2346	7,618	100	0	6	\$24,378	no	7	GA	no
392	2013 Ford Econoline	13	1FBNE3BL0DDDA83660	2347	4,680	100	0	6	\$24,378	no	7	GA	no
393	2013 Ford Econoline	13	1FBNE3BL1DDDA83666	2348	5,694	100	0	6	\$24,378	no	7	GA	no
394	2013 Ford Econoline	13	1FBNE3BL3DDDA83670	2349	2,286	100	0	6	\$24,378	no	7	GA	no
395	2013 Ford Econoline	13	1FBNE3BL8DDDA83664	2350	5,526	100	0	6	\$24,378	no	7	GA	no
396	2013 Ford Econoline	13	1FBNE3BL5DDDA83668	2351	3,253	100	0	6	\$24,378	no	7	GA	no
397	2013 Ford Econoline	13	1FBNE3BL2DDDA83661	2352	15,032	100	0	6	\$24,378	no	7	GA	no
398	2013 Ford Econoline	13	1FBNE3BL5DDDA83671	2353	2,346	100	0	6	\$24,178	no	7	GA	no
399	2013 Ford Econoline	13	1FBNE3BL6DDDA83663	2354	5,518	100	0	6	\$24,178	no	7	GA	no
400	2013 Ford Econoline	13	1FBNE3BL4DDDA83662	2355	4,678	100	0	6	\$24,178	no	7	GA	no
401	2013 Ford Econoline	13	1FBNE3BLXDDDA83665	2356	16,328	100	0	6	\$24,178	no	7	GA	no
402	2013 Ford Econoline	13	1FBNE3BL7DDDA83669	2357	3,454	100	0	6	\$24,178	no	7	GA	no
403	2103 Chevy Express	13	1GAZG1FA3D1156177	2360	9,049	100	0	6	\$26,064	no	7	GA	yes
404	2103 Chevy Express	13	1GAZG1FA9D1156877	2361	9,795	100	0	6	\$25,863	no	7	GA	yes
405	2103 Chevy Express	13	1GAZG1FA3D1184271	2362	5,537	100	0	6	\$25,971	no	7	GA	no



**Public Transportation Management System  
Owned Equipment Inventory**

**Agency/Organization:** Intercity Transit  
**Date:** February 28, 2014

	<b>Equipment Code and Description</b>	<b>Condition</b> (points)	<b>Age</b> (years)	<b>Remaining Useful Life</b> (years)	<b>Replacement Cost</b> (\$)	<b>Comments</b> <i>(If more than two lines, please attach a separate comment page)</i>
1.	Telephone System	67	7	3	\$200,000	Software patches and parts replacements as needed
3.	CAD/AVL	85	7	3	\$6,000,000	Regular software patches
4.	Paratransit Dispatch Software	85	7	3	\$450,000	
5.	Mobile Digital Surveillance System	91	4	5	\$850,000	Camera installation should be included in new bus replacements
6.	Fuel Management System	100	0	10	\$300,000	Installation by late 2012
7.	Bus Wash Systems	87	3	12	\$400,000	
8.	Fixed Route Runcutting & Scheduling Software	70	8	2	\$100,000	Frequent software patches as needed to integrate with AVL system
9.	Inventory & Accounting Software	92	7	3	\$750,000	last major upgrade 7 years ago. freq minor upgrades
10.	Digital Voice Recording System	40	7	3	\$100,000	Feature of on-bus announcement system with CAD/AVL system

**Public Transportation Management System  
Owned Facility Inventory**

**Agency/Organization:** Intercity Transit  
**Date:** February 28, 2014

	<b>Facility Code</b>	<b>Facility Name</b>	<b>Condition</b> (points)	<b>Age</b> (years)	<b>Remaining Useful Life</b> (years)	<b>Replacement Cost</b> (\$)	<b>Comments</b> <i>(If more than two lines, please attach a separate comment page)</i>
1.	23	Administration Building	55	29	20	\$3,500,000	
2.	11	Maintenance Building	52	29	20	\$10,500,000	
3.	6	Olympia Transit Center	68	20	29	\$7,000,000	
4.	6	Lacey Transit Center	75	18	31	\$1,500,000	
5.	24	Amtrak Depot	72	21	17	\$2,000,000	Local jurisdictions participate in lease agreement
6.	9	Martin Way Park and Ride	90	30	35	\$1,000,000	Owned by WSDOT. Lot/capacity redesigned & doubled in 2009
7.	9	Hawks Prairie Park and Ride	99	2	39	\$1,500,000	Leased from Thurston Co: 20 yr lease w/20 yr renewal. Opened late 2012

Appendix D  
**Operating Data**

**Operating Data**

Route	Headways					Revenue Service Hours			Revenue Service Miles		
	Weekday			Sat	Sun	Wkdy	Sat	Sun	Wkdy	Sat	Sun
12-W. Tumwater	30	60	60	60	60	6504	740	653	90,540	10,187	9,174
13-E. Tumwater	15	15	60	60	60	13,364	651	633	149,856	7,753	7,326
21-N. Bethel	30	60		60	60	2,592	303	321	33,195	3,869	4,092
41-TESC	15	30	30	30	30	10,227	1,580	1,281	130,473	20,015	16,253
42-Family Court	25	25				1,530			16,065		
43-SPSCC/Tumwater	30	30		60		6,847	543		86,190	7,093	
44-SPSCC/Cap. Mall	30	30	30	30	60	8,129	1,395	655	101,951	17,550	8,250
45-Conger/Cap. Mall	30	60		60		3,782	598		37,961	5,262	
47-Capital Mall/CMC	30	30		60	60	6,931	602	637	67,570	5,980	6,325
48-Capital Mall/TESC	30	30	30	30		7,815	1,395		105,063	18,673	
49-Capital Mall					30			623			6,451
60-Lilly/Panorama	30	60		60	60	7,182	888	903	72,771	9,261	9,438
62A-Martin/Meridian	30	30	60	30	60	11,039	1,629	993	134,559	20,166	13,514
62B-Martin/Meadows	30	30	60	30	60	11,916	1,867	985	150,926	23,972	13,860
64-College/Amtrak	30	60		60	60	10,707	1,289	1,257	121,882	14,622	14,223
66-Ruddell	30	30	60	30	30	11,978	2,081	1,957	152,164	26,634	24,723
67-Tri-Lakes	60	60		60		3,421	559		52,020	8,637	
68-Carpenter/Yelm Hwy	30	60		60	60	10,134	1,235	1,306	159,447	19,032	20,130
94-Yelm	30/ 60	30/ 60		60/ 75	135	11,299	1,250	708	210,667	25,672	14,641
101-Dash	12/ 15	12/ 15		10		6,249	348	0	51,127	2,534	0
411-Nightline			60	60	60	126	126	99	1,734	1,734	1,336
603-Olympia/Tacoma	30	90				6,414			148,842		
605-Olympia/Tacoma	30	90				6,491			154,991		
609-Tumwater/Lkwd	30	90				1,625			43,615		
612-Lacey/Tacoma	1 AM/ 1 PM					672			16,193		
620-Oly/Tacoma Mall				60/ 90	60/ 90		1,140	1,205		28,314	29,948
<b>System Totals</b>						<b>166,972</b>	<b>20,221</b>	<b>14,217</b>	<b>2,289,800</b>	<b>276,962</b>	<b>199,683</b>
<b>2013 Totals</b>						<b>201,140</b>			<b>2,766,444</b>		

## 2013 Route Service Summary

Route	Total Boardings	Revenue Hours	Board/ Hour	Rating	Comments
<b>Trunk Routes</b>					
13-E. Tumwater	356,723	14,648	24.4	Satisfactory	
41-TESC	546,797	13,088	41.8	Exceeds	
44-SPSCC/Cap. Mall	262,687	10,179	25.8	Satisfactory	
48-Capital Mall/TESC	371,232	9,210	40.3	Exceeds	Runs weekday & Saturday.
49-Capital Mall	23,154	623	37.1	Satisfactory	Runs Sunday only.
62A-Martin/Meridian	381,936	13,661	28.0	Satisfactory	
62B-Martin/Meadows	366,136	14,768	24.8	Satisfactory	
66-Ruddell	331,237	16,016	20.7	Marginal	
<b>Secondary Routes</b>					
12-W. Tumwater	122,133	7,897	15.5	Satisfactory	
21-N. Bethel	81,606	3,216	25.4	Satisfactory	
43-Barnes Blvd	195,744	7,390	26.5	Exceeds	
45-Conger/Cap. Mall	45,846	4,380	10.5	Marginal	
47-Capital Mall/CMC	201,379	8,171	24.6	Satisfactory	
60-Lilly/Panorama	127,848	8,973	14.2	Marginal	
64-College/Amtrak	218,497	13,252	16.5	Satisfactory	
67-Tri Lake	41,582	3,980	10.4	Marginal	
68-Carpenter/Boulevard	228,564	12,676	18.0	Satisfactory	
94-Yelm	203,803	13,256	15.4	Satisfactory	
<b>Specialized &amp; Shuttle Routes</b>					
42-Family Court	7,211	1,530	4.7	Unsatisfactory	Limited service. Runs only weekdays during AM/Noon/PM peak.
101-Dash	94,670	6,598	14.3	Marginal	Boardings decreased Legislative session and Saturdays. Productivity: Session 16.8, Non-session 15.8, Saturdays 12.7
411-Nightline	13,600	352	38.6	Exceeds	10.6% decrease. Operates Fri/Sat/Sun late night during academic year (under contract).
<b>Express Routes</b>					
			<b>Per Trip</b>		
603-Olympia/Tacoma	75,383	6,414	17.4	Satisfactory	Runs Weekdays only.
605-Olympia/Tacoma	97,463	6,491	21.2	Satisfactory	Runs Weekdays only.
609-Tumwater/Lkwd	5,121	1,625	3.8	Unsatisfactory	Runs Weekdays only.
612-Lacey/Tacoma	8,495	672	16.7	Satisfactory	Runs Weekdays only.
620-Oly/Tacoma Mall	25,224	2,345	13.1	Marginal	Runs Sat/Sun only.
<i>Express Total</i>	211,686	17,547	16.6	<i>Satisfactory</i>	Boardings decreased 3.4%
<b>Fixed Route Totals</b>	<b>4,434,071</b>	<b>201,410</b>	<b>22.0</b>	Change from 2012: Boardings decreased 2.92% Hours up 0.8%, Boardings per Hour down 3.5%	

<b>Other Intercity Transit Services</b>					
Dial-A-Lift Service	150,224	--	--	4.4 % increase in boardings above 2012	
Vanpools	761,750	--	--	2.8 % increase in boardings above 2012	

<b>System Total</b>	<b>5,346,045</b>				1.95% decrease from 2012 of 5,452,291 boardings.
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### 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

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Route	High Load*	Interlined Routes	Vehicle Assigned**	Comments
<b>Trunk Routes</b>				
13-E. Tumwater	66	12,41,45,64,66	Large Bus	Runs Mon-Sun.
41-TESC	85	13	Large Bus	Runs Mon-Sun.
44-SPSCC/Cap. Mall	63	62A, 62B	Large Bus	Runs Mon-Sun.
48-Capital Mall/TESC	79	66, 94	Large Bus	Runs Mon-Sat.
49-Capital Mall	84	66	Large Bus	Runs Sunday.
62A-Martin/Meridian	66	43, 44, 62B	Large Bus	Runs Mon-Sun.
62B-Martin/Meadows	63	43, 44, 62A	Large Bus	Runs Mon-Sun.
66-Ruddell Road	61	13, 48, 49	Large Bus	Runs Mon-Sun.
<b>Secondary Routes</b>				
12-W. Tumwater	51	13, 45, 64	Medium Bus	Runs Mon-Sun.
21-N. Bethel	38	47, 60	Small Bus	Runs Mon-Sun.
43-SPSCC/Barnes	59	62A, 62B	Large Bus	Runs Mon-Sat.
45-Conger/Cap. Mall	39	12, 13	Medium Bus	Runs Mon-Sat.
47-Capital Mall/CMC	54	21, 68	Medium Bus	Runs Mon-Sun.
60-Lilly/Panorama	54	21, 47	Small Bus	Runs Mon-Sun.
64-College/Amtrak	75	12, 13	Medium Bus	Runs Mon-Sun.
67-Tri Lake	50	None	Small Bus	Runs Mon-Sat.
68-Carpenter/Boulevard	62	47	Medium Bus	Runs Mon-Sun.
94-Yelm	55	48	Large Bus	Runs Mon-Sun.
<b>Specialized &amp; Shuttle Routes</b>				
42-Family Court	17	None	Small Bus	Runs weekdays during commute hours and noon period.
101-Dash	46	None	Small Bus	Weekdays: Runs all year. Saturdays: Runs Apr-Sep.
411-Nightline	71	None	Large Bus	Runs Fri/Sat/Sun late night during TESC class quarters, by contract.
<b>Express Routes</b>				
603-Olympia/Tacoma	83	605	Large Bus	Runs weekdays only.
605-Olympia/Tacoma	78	603, 612	Large Bus	Runs weekdays only.
609-Tumwater/Lkwd	27	None	Large Bus	Runs weekdays only.
612-Lacey/Tacoma	51	605	Large Bus	Runs weekdays only.
620-Oly/Tacoma Mall	66	None	Large Bus	Runs weekends only.

\* High Load: Based on APC date 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-B**  
**MEETING DATE: September 3, 2014**

**FOR:** Intercity Transit Authority

**FROM:** Dennis Bloom, Planning Manager, 705-5832

**SUBJECT:** Evergreen State College Late Night Service Contract

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- 1) **The Issue:** Whether to authorize a reimbursement contract with The Evergreen State College (TESC) for the continuation of "Late Night" service.
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- 2) **Recommended Action:** Authorize the General Manager to sign a reimbursement agreement with TESC for providing Late Night Service during the 2014-2015 academic year (Fall, Winter, Spring quarters) at a cost of \$44,915.
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- 3) **Policy Analysis:** Although the per-quarter cost is small, the annual value of the contract exceeds the \$25,000 threshold.
- 
- 4) **Background:** Starting in 2008 The Evergreen State College contracted with Intercity Transit to provide "late night service." Students initially voted to pay for the service as part of their student transportation fees but also an environmental effort to help reduce single occupant trips, and certainly as a more reliable, safe and efficient way to travel between downtown Olympia and the college. This service contract simply extended Route 41, which already serves the college to 11:55 p.m., to operate from midnight to 3 a.m. on Friday and Saturday nights, and to midnight on Sundays. The service has always been operated as an 'open door' route for the general public to use and to comply with federal rules that prohibit charter service. The route is very popular with one of the highest 'boardings per hour' routes we operate. The Authority approved each contract extension for the past six academic years. The final extension expired June 30, 2014.

Evergreen would like to continue to contract for this same service for the upcoming 2014-2015 academic year, with the option to extend it year-by-year over the next five years. There is no change in the 405 annual vehicle service hours for the service. The cost for the coming year will increase 2.6% to cover increases in fuel, maintenance and labor. We proposed a quarterly charge of \$14,971.56 for this new contract.

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- 5) **Alternatives:**
- A. Authorize the rate as recommended.
  - B. Direct staff to renegotiate.

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- 6) **Budget Notes:** The contract rate of \$14,971.56 per quarter covers our expenses and reflects a 2.65% increase over last year's contract extension. The new contract does allow for reconsideration of the costs in subsequent years.
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- 7) **Goal Reference: Goal #4:** *"Provide responsive transportation options."* Customers and staff will have access to programs and services that benefit and promote community sustainability.
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- 8) **References:** N/A.

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 7-C**  
**MEETING DATE: September 3, 2014**

**FOR:** Intercity Transit Authority  
**FROM:** Marilyn Hemmann, 705-5833  
**SUBJECT:** Renewal of ACS Maintenance Agreement

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1) **The Issue:** Consideration of a one-year renewal to the ACS radio system maintenance agreement.

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2) **Recommended Action:** Authorize the General Manager to enter into a one-year renewal of the maintenance agreement for the agency radio system with ACS/Xerox in the amount of \$194,568, including taxes.

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

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4) **Background:** The ACS system provides radio contact between Dispatch and all fixed route and DAL vehicles. It updates the flow of information to their mobile data terminals, provides real-time tracking of their locations, and automatically controls the electronic signs and stop announcement system in each vehicle.

In September 2013, Intercity Transit entered into a new five-year agreement with ACS/Xerox to provide maintenance services for the operation of the agency radio system. Based on review of actual maintenance needs for previous years and our current knowledge of the ACS system, staff negotiated and established the costs for each year of the agreement. Staff believes the cost established for this year of the agreement continues to be fair and reasonable.

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5) **Alternatives:**

- A. Authorize the General Manager to enter into a one-year renewal of the maintenance agreement for the agency radio system with ACS/Xerox in the amount of \$194,568, including taxes.
- B. Defer action. The current maintenance term expires September 26, 2014. 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.

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6) **Budget Notes:** Information Services has a 2014 budget of \$385,261 for maintenance agreements. If the cost of this agreement is added to expenditures



to date and other anticipated costs for 2014, Information Services expects to remain on budget.

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

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

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 7-D**  
**MEETING DATE: September 3, 2014**

**FOR:** Intercity Transit Authority

**FROM:** Ann Freeman-Manzanares, 705-5838

**SUBJECT:** 2014 Citizen Advisory Committee Additional Recruitment

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- 1) **The Issue:** Present timeline and process information for the 2014 CAC recruitment.
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- 2) **Recommended Action:** For information and discussion. The Authority will be asked to select an ad hoc committee to participate with the CAC in the selection process.
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- 3) **Policy:** In 2001, the Intercity Transit Authority chartered a Citizen Advisory Committee. In 2011, the Authority approved an additional youth position, increasing the number of members from 19 to 20. It was the Authority's direction to conduct an annual recruitment. New members are appointed by the Transit Authority, typically at the regular July meeting.
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- 4) **Background:** The Citizen Advisory Committee members serve three-year terms, and may serve no more than two consecutive three-year terms. The exception is the youth position which is a one-year term with no option for reappointment. The youth can, however, apply for the regular three-year position if they wish to continue on the committee. Each spring, staff conducts a recruitment to fill vacancies which may occur throughout the year, through expiration of terms, or if members do not seek reappointment.

The CAC is comprised of 20-members, representing the diversity of our community. A recruitment process was held in the spring of this year, and none of the candidates were selected. There are currently 14 members, leaving 6 vacancies. The Authority requested an additional recruitment in the fall to fill the remaining vacancies.

Three Authority members, along with three CAC members, will comprise the ad hoc committee which will conduct the interviews and make recommendations to the Authority for appointment.

The deadline for applications is proposed for October 30, 2014. The Authority would make the appointments on December 3, 2014.

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

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

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7) **Goal References:** Maintaining active, interested Citizen Advisory Committee members supports all agency goals.

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8) **References:** Recruitment Timeline.

**RECRUITMENT TIMELINE**  
**Intercity Transit**  
***Citizen Advisory Committee***  
**Fall 2014**

<b>Date</b>	<b>Process</b>
August 25, 2014	Present timeline and process to CAC. Seek volunteer for ad hoc committee.
September 3, 2014	Present timeline and process to ITA. Seeking 3 volunteers for ad hoc committee.
September 8-19, 2014	Update advertisements, application materials and assemble packets.
September 22 – October 3, 2014	Advertise CAC volunteer opportunity. Distribute application materials.
October 30, 2014	Applications Due.
October 31- November 3, 2014	Reviewed for eligibility.
November 5, 2014	Final list of applicants go to Authority for Authority review.
November 10, 2014	Authority reviews applications and selects candidates to interview.
November 17-21, 2014	Interviews (possibly coordinate with 11/19/14 Work Session)
December 3, 2014	ITA makes appointments to CAC.
December 15-19, 2014	Staff to notify and schedule new member orientation.
January 12, 2015	First meeting for new members.