

# Valley Regional Transit Board of Directors Meeting AMENDED Agenda

Wednesday, January 20, 2010

2:30 p.m.

Meridian City Hall - 33 E. Broadway Avenue - Meridian, Idaho

- I. CALLING THE ROLL** Chair David Ferdinand
- II. AGENDA ADDITIONS/CHANGES** Chair David Ferdinand
- III. INSTALLATION OF OFFICERS** Chair David Ferdinand
- A. Officer Succession** Page 3  
*The VRT Board will vote on officer succession for 2010. Please see attached memo. Following the officer succession vote, the new chair or chair-elect will conduct the meeting.*
- B. Officer Nominations** New Chair or Chair-elect  
*The Management Committee's recommendations for nominations for open officer positions are noted in the above mentioned memo. Nominations will also be taken from the members prior to the election. The members will vote for the positions of a Canyon County Treasurer/Secretary, Ada County At-large member, and Canyon County At-large member.*
- C. Presentation** Kelli Fairless
- IV. CONSENT CALENDAR** New Chair or Chair-elect
- A. Approval of 11/18/09 VRT Board Meeting Minutes**
- B. Approval of 12/16/09 VRT Board/Committee Work Session Minutes**
- C. Acceptance of 10/19/09 Management Committee Meeting Minutes**
- D. Acceptance of 11/03/09 Regional Coordination Council Meeting Minutes**
- E. Acceptance of 11/09/09 Regional Coordination Council Special Meeting Minutes**  
Please see weblink for above noted minutes:  
<http://www.valleyregionaltransit.org/Portals/0/Board/2010/MeetingMinutesPacket.pdf>
- F. Acceptance of Financial Reports as of 09/30/09 (prior to audit and year end adjustment)**  
[http://www.valleyregionaltransit.org/Portals/0/committees/2009/FinancialsReports09\\_30\\_09.pdf](http://www.valleyregionaltransit.org/Portals/0/committees/2009/FinancialsReports09_30_09.pdf)
- G. Establish 2010 VRT Board and Management Committee Meeting Dates and Locations** Page 4  
*The members will review and approve the 2010 VRT Board and Management Committee meeting dates and locations.*
- V. ACTION ITEMS**
- A. FY2011-2015 Regional Transportation Improvement Program Prioritization** Pages 5-8 Toni Tisdale  
*Toni Tisdale, COMPASS, will review for approval the transit applications and ranking of projects for funding of the FY2011-2015 Regional Transportation Improvement Program as prioritized by the Regional Coordination Council. This information was presented to the VRT Board on 12/16/09 as an information item.*

**B. Nampa Line of Credit Ø**

**Page 9 Rick Thompson**

*VRT's Nampa operations has utilized a line of credit with Wells Fargo Bank since 2003 to address cash flow variations during the year. The board will review and approve authorization for the Executive Director to sign the renewal of the \$250,000 line of credit with Wells Fargo Bank.*

**C. VRT Membership in PERSI Ø**

**Pages 10-12 Rick Thompson**

*The board will review and approve **Resolution VBD10-001** for VRT to apply for membership in PERSI and authorize the Executive Director to sign the contract and any additional required documentation for membership in PERSI.*

**D. 2010-11 Strategic Plan & FY2011 Budget Ø**

**Pages 13-18 Kelli Fairless**

*The members will review and consider the committee recommendations for major actions to accomplish the priorities and goals of the Strategic Plan which will be tied to the FY2011 budget. Members will also discuss a performance metric process to measure achievement of the goals.*

**E. Nampa Bus Leases Ø**

**Separate Packet**

**Bruce Sackron**

*The board will review for approval **Resolution VBD10-002** for extension of leases for three (3) forty foot buses for Nampa Transit Services for inter-county routes.*

**VI. INFORMATION/COMMITTEE REPORTS**

**A. Local Match for Priority Projects Ø**

**Pages 19-23 Kelli Fairless**

*The members will review and approve a three-year funding proposal for securing local match for the equivalent of one regional transit project being applied for in the transportation authorization bill. The proposal has been reviewed by the VRT Ways and Means Committee.*

**B. Planning Project Briefings Ø**

**Pages 24-25 Kelli Fairless**

*A memo is attached which gives an update on the current planning projects.*

**C. Committee Reports**

*Committee Reports from the 10/21/09 Board/Committee Work Sessions are attached.*

**Community Relations Committee Ø**

**Pages 26-27**

**System Performance and Planning Committee Ø**

**Pages 28-30**

**Ways and Means Committee Ø**

**Pages 31-33**

**VII. STAFF BULLETIN Ø**

**Pages 34-36**

*The Journey to Excellence Staff Bulletin for November/December 2009 is attached.*

**ADJOURNMENT**

**Ø = Attachment**

*Agenda order is subject to change.*

**NEXT MEETING – Board/Committee Work Sessions**

**Wednesday, February 17, 2010 at 2:30 p.m. -Meridian City Hall - 33 E. Broadway Avenue**

*Arrangements for auxiliary aids and services necessary for effective communication for qualified persons with disabilities or language assistance requests need to be made as soon as possible, but no later than three working days before the scheduled meeting. Please contact Mark Carnopis, Community Relations Manager at 846-8547 extension 4215 if an auxiliary aid is needed.*



## Memorandum

**TO:** Valley Regional Transit Board of Directors  
**FROM:** Bruce Sackron, Transportation Services Manager  
**RE:** Nampa Intercounty Bus Leases  
**DATE:** January 19, 2010

### **Action Requested**

Approve Lease Extension for three (3) forty foot buses

### **Background**

The Nampa Intercounty Express Service is currently using eight (8) leased 1997 NABI 40 foot buses. Three (3) of the current lease agreements with ABC-Companies expire on January 27, 2010. These buses are required to maintain the intercounty service.

These leases have an option for a second year with the rate of \$2,350.00 per month per bus. The extension will include a termination clause that will allow VRT to cancel the leases for any reason with a ten (10) day notice.

A Request for Proposal to replace these three buses closed on January 15, 2010, with no responses. We have started negotiations with a different supplier to lease used New Flyer 40 foot buses to replace the three least reliable NABIs; we cannot complete the required due diligence for the New Flyer lease prior to the expiration of the NABI leases and, therefore, must extend the NABI leases. We anticipate submitting the New Flyer leases for approval no later than the March board meeting.

### **Staff Recommendation**

Staff recommends approving these three (3) bus leases with the expectation of requesting approval for three (3) replacement leases within the next two months.

### Attachments

*Authorization for Expenditure*

*Resolution VBD10-002*



**VALLEY REGIONAL TRANSIT  
AUTHORIZATION FOR EXPENDITURE  
MANAGEMENT COMMITTEE OR BOARD APPROVAL**

<b>PROCUREMENT DESCRIPTION:</b> Amendment of existing Lease Agreements for ABC-Companies buses 40008, 40028 and 40038.	<b>TOTAL COST: \$84,600.00</b>
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**PURPOSE/ACTION:** Valley Regional Transit needs to extend three existing Lease Agreements with ABC-Companies, Inc. Extension of the lease agreements is necessary in order to have a sufficient number of buses available for use in the public transit system to allow Valley Regional Transit to continue to provide the level of inter-county services currently being provided. The existing lease agreements expire January 27, 2010.

**SCOPE OF WORK:** Valley Regional Transit and ABC-Companies agree to extend the existing lease agreements for NABI buses 40008, 40028 and 40038 for an additional period of time from a minimum of two (2) to a maximum of twelve (12) months commencing January 28, 2010.

**DISCUSSION:** The amendment and extension is necessary in order that Valley Regional Transit can continue to provide a sufficient number of buses for use in the Nampa Transit Service area of operation to be able to maintain the current level of inter-county services. Valley Regional Transit was aware the current lease agreements would expire, and earlier issued a solicitation in order to seek a new contract through which the required buses could be provided. No responsive bids were received. Valley Regional Transit staff are currently in the process of negotiating agreements for the purchase and/or lease of buses to take the place of buses currently under lease from ABC-Companies, Inc. However, we cannot be certain as to when completion of the agreements and delivery of replacement buses will occur. Valley Regional Transit needs to extend the existing lease agreements for buses 40008, 40028 and 40038 until such time as replacement buses can be delivered. The minimum cost is expected to be \$14,100 and the maximum cost should all three leases need to run twelve months would be \$84,600.00.

**ALTERNATIVES:** Not extending the three leases would mean Valley Regional Transit would not have enough buses available to be able to continue to provide the level of services that are currently available in the Nampa area of operations, specifically the inter-county routes. Valley Regional Transit believes the alternative is not acceptable.

**FISCAL IMPACT:** The funding available for extension of the three leases is available in the Valley Regional Transit FY10 budget in General Ledger Account # 31-5141322717.

**RECOMMENDATION/JUSTIFICATION:** Valley Regional Transit staff recommends the Management Committee approve extension of the lease agreements for ABC-Companies buses 40008, 40028 and 40038. VRT staff believes extension of the leases to be in the overall best interest of Valley Regional Transit.

ROUTING #	ORDER OF REVIEW	DATE APPROVED	RESOLUTION #
1	<b>EXECUTIVE DIRECTOR</b>		
2	<b>MANAGEMENT COMMITTEE</b> Approves procurements over \$25,000 but under \$50,000.		
3	<b>VALLEY REGIONAL TRANSIT BOARD</b> Approves all procurements over \$50,000.		VBD10-002

## **VALLEY REGIONAL TRANSIT BOARD RESOLUTION**

### **Extension of Leases of Transit Coaches**

#### **RESOLUTION VBD10-002**

#### **BY THE BOARD OF VALLEY REGIONAL TRANSIT APPROVING EXTENSION OF LEASES FOR THREE TRANSIT COACHES FOR VALLEY REGIONAL TRANSIT**

WHEREAS, pursuant to Idaho Code, Chapter 21, Title 40, and as a result of the approval of the voters of Ada and Canyon Counties on November 3, 1998, a regional public transportation authority (now known as “**Valley Regional Transit**”) was created to serve Ada and Canyon counties; and

WHEREAS, Idaho Code § 40-2109(1) confers to Valley Regional Transit, as a regional public transportation entity, exclusive jurisdiction over all publicly funded or publicly subsidized transportation services and programs except those transportation services and programs under the jurisdiction of public school districts and law enforcement agencies within Ada and Canyon Counties; and

WHEREAS, Valley Regional Transit needs to extend existing lease agreements for three transit coaches Valley Regional Transit is providing Nampa Transit Services for their use on the Inter-county service routes between Ada County and Canyon County; and

WHEREAS, Valley Regional Transit does not have available the vehicles necessary in order for Nampa Transit Services to continue to supply the level of service currently being provided on the Inter-county service routes; and

WHEREAS, Valley Regional Transit has determined it to be in their best interest to extend the current leases; and

WHEREAS, Valley Regional Transit included the budget for this expenditure in the fiscal year 2010 budget; and

WHEREAS, Idaho Code § 40-2108(2) and (5) provide that Valley Regional Transit, as a regional public transportation entity has power to raise and expend funds as provided in Idaho Code Chapter 21, Title 40 and to make contracts as may be necessary or convenient for the purposes of the Regional Public Transportation Authority Act; and

WHEREAS, Idaho Code § 40-2109 (5) provides that the Board of Valley Regional Transit may adopt resolutions consistent with law, as necessary, for carrying out the purposes of Chapter 21, Title 40, Idaho Code and discharging all powers and duties conferred to Valley Regional Transit pursuant to Chapter 21, Title 40.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF VALLEY REGIONAL TRANSIT:**

Section 1. That the Board of Valley Regional Transit approves the extension of the leases of three NABI 416.09 coaches, Serial Nos. 1N941609XVA140008, 1N9416095VA140028 and 1N9416098VA140038 for an additional period of time up to a maximum of twelve (12) months for each bus.

Section 2. That this Resolution shall be in full force and effective immediately upon its adoption by the Board of Valley Regional Transit and its approval by the Board Chair.

ADOPTED by the Board of Valley Regional Transit, this 20<sup>th</sup> day of January, 2010.

APPROVED by the Board Chair this \_\_\_day of \_\_\_\_\_, 2010.

**ATTEST:**

**APPROVED:**

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**SECRETARY**

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**CHAIR**