



# Valley Regional Transit Board of Directors

## Meeting Agenda

Wednesday, May 18, 2011

1:30 p.m.

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

- I. CALLING THE ROLL Chair Tom Dale
  
- II. AGENDA ADDITIONS/CHANGES Chair Tom Dale
  
- III. CONSENT CALENDAR Chair Tom Dale
  - A. Approval of 04/20/11 VRT Board Meeting Minutes Ø Pages 4-7
  - B. Acceptance of 04/04/11 Management Committee Meeting Minutes Ø Pages 8-9
  - C. Acceptance of 04/05/11 Regional Coordination Council Meeting Minutes Ø Pages 10-13
  - D. Financial Report as of 03/31/11 Ø Page 14
  - E. Procurement-Purchase of Three(3)12 Passenger Vans Ø Pages 15-17 Bruce Sackron  
*The members will review for approval Resolution VBD11-004 for the purchase of three (3) new 12 passenger vans to be used for a peak-hour vanpool marketed to low-income workers in Canyon County. A motion to purchase was approved at the April 20, 2011, meeting of the VRT Board of Directors.*
  
- IV. ACTION ITEMS
  - A. State Street Traffic & Transit Operations Plan (TTOP) Implementation Ø Pages 18-19 Kelli Fairless  
*The board will review for approval Resolution VBD11-005 to adopt the implementation of the State Street Traffic & Transit Operations Plan (TTOP) as recommended by the VRT Management Committee on 05/09/11. The most current draft of the TTOP is available at the following link.*  
[http://www.valleyregionaltransit.org/Portals/0/Studies/StateStreet/StateStreetTTOP\\_ImplementationPlan\\_Draft.pdf](http://www.valleyregionaltransit.org/Portals/0/Studies/StateStreet/StateStreetTTOP_ImplementationPlan_Draft.pdf)
  - B. Canyon County Maintenance Facility Ø Pages 20-21 Rhonda Jalbert  
*The members will review and approve one location to proceed with for the new location of the Canyon County Maintenance Facility*
  
- VI. INFORMATION/COMMITTEE REPORTS
  - A. Bus Stop Enhancements - Phase II Construction Ø Page 22 Rhonda Jalbert  
*Members will review bid packages for the Bus Stop Enhancements Construction.*
  - B. Change Order Procedure - Procurement Manual Ø Pages 23-26 Rhonda Jalbert  
*The board will review a Change Order Procedure as part of the Procurement Manual.*
  - C. Vehicle Sharing Program Update Kelli Fairless  
*Kelli Fairless will give a report on the results of the use of the donated ACHD van for the first two months of service to employees of Create Common Good.*

**D. Draft Mobility Development Plan/Board Governance Update**  $\Theta$  **Page 27 Kelli Fairless**  
*The members will review the draft mobility development plan, communications plan, the branding for the products and services falling under the plan, and the schedule for deployment of the governance change. Attached is a schedule of activities and timeline for education of local officials. Staff will provide additional handouts at the meeting.*

**E. FY2012 Budget Update**  $\Theta$  **Page 28 Rick Thompson**  
*Attached is a memo discussing the current status of the FY2012 budget which is in the early stages of development. Included in the memo are the budget and issues that have been identified to this point.*

**F. Procurement Calendar**  $\Theta$  **Pages 29-30 Rick Thompson**  
*Attached are the most current Procurement Calendars.*

**G. July VRT Board Meeting CANCELED**  
*At the May 9th Management Committee, the members approved a motion to cancel the July 20th board meeting.*

**VII. STAFF REPORTS**

<b>A. Executive Director Report</b> $\Theta$	<b>Pages 31-32</b>	<b>Kelli Fairless</b>
<b>B. Financial and Administration Report</b> $\Theta$	<b>Pages 33-34</b>	<b>Rick Thompson</b>
<b>C. Capital Infrastructure Projects Report</b> $\Theta$	<b>Pages 35-36</b>	<b>Rhonda Jalbert</b>
<b>D. Planning Projects Report</b> $\Theta$	<b>Pages 37-38</b>	<b>Mary Barker</b>
<b>E. Transportation and Operations Report</b> $\Theta$	<b>Pages 39-41</b>	<b>Bruce Sackron</b>
<b>F. Community Relations Report</b> $\Theta$	<b>Pages 42-43</b>	<b>Mark Carnopis</b>

**ADJOURNMENT**

$\Theta$  = Attachment

*Agenda order is subject to change.*

**NEXT MEETING:**

*Wednesday, June 15, 2011*

*1:30 p.m.*

*Meridian City Hall*

*33 E. Broadway Avenue*

*Meridian, Idaho*

*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.*



# Valley Regional Transit Board of Directors Meeting Agenda

**Wednesday, April 20, 2011 at 1:30 p.m.**

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

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Kathy Alder, Canyon County	Lisa Bachman, Kuna	Kelli Fairless, VRT
Sara Baker, ACHD	John Bechtel, Wilder	Rick Thompson, VRT
Dave Bieter, Boise	Chad Bell, Star	Linda Ihli, VRT
Vern Bisterfeldt, Ada County	Oney Eguia, Parma	Mary Barker, VRT
Elaine Clegg, Boise	John Evans, Garden City	Bruce Sackron, VRT
Tom Dale, Nampa	David Lincoln, ACCHD	Mark Carnopis, VRT
David Ferdinand, Canyon County	Martin Luttrell, Melba	Bobby Schneider, ValleyRide Boise
Curtis Homer, Nampa	Craig Slocum, MDC	Ryan Head, ACHD
Chuck Hedemark, CCDC	Vicki Thurber, Middleton	Ken Pidjeon, Citizen
Rob Hopper, Caldwell	Rick Yzaguirre, Ada County	Ashley Ford, MDC
Steve Jett, Greenleaf	City of Eagle - TBD	Zach Peipmeyer, HDR Engineering
Casey Jones for Jared Everett, BSU	City of Notus Rep - TBD	Diane Anderson, Citizen
Brent Orton for Garret Nancolas, Caldwell		Katie Pincus, Kittelson & Associates
Charlie Rountree, Meridian		Andy Daleiden, Kittelson & Associates
Mark Wasdahl for Dave Jones, ITD (ex-officio)		
David Zaremba, Meridian		

Chair Tom Dale called the meeting to order with a quorum present. There were no additions or changes to the agenda.

## CONSENT CALENDAR

*A motion was made and seconded to approve the Consent Calendar (which consisted of approval of the 03/16/11 VRT Board Meeting minutes; acceptance of the 03/07/11 Management Committee Meeting minutes; acceptance of the 03/01/11 Regional Coordination Council Meeting minutes; and Financial Reports as of 12/31/10, 01/31/11, and 02/28/11). The motion was approved unanimously.*

## PUBLIC HEARING

### Transit Shelter Disposal

Rhonda Jalbert presented the staff request for the disposal of depreciated fixed assets of thirteen (13) bus shelters in Ada County to contributing VRT members or to not-for-profit corporations.

Chair Tom Dale opened the Public Hearing.

Diane Anderson, a member of the Citizens Advisory Committee, spoke regarding there not being enough stops, shelters, benches and routes for public access.

Tom Dale encouraged Ms. Anderson to ask the people she is in contact with to have direct contact with their legislators regarding the lack of a funding source, as the system cannot expand without a funding stream and that can't be done without legislation. He also encouraged her to ask her contacts to make their needs known to the VRT routing people.

Chair Tom Dale closed the Public Hearing at 1:54 pm.

***Elaine Clegg moved to allow bus shelters to be disposed of, with member agencies to lay first claim within 30 days and other shelters to be scrapped; seconded by Vern Bisterfeldt. The motion was approved unanimously.***

## **ACTION ITEMS**

### **Board Governance Structure**

Charlie Rountree and Kelli Fairless reviewed the findings and recommendations from the 04/04/11 Management Committee Work Session on Board Governance Structure. The recommendation by the Management Committee was to consider the *Representative Board of the Whole with a nine member executive board* which would operate the authority on a day to day basis. Charlie noted that to do this, action would need to be taken by the board, and by-laws would need to be modified. Kelli Fairless proposed October 1<sup>st</sup> as a good time to launch the new board governance as that is the start of the new fiscal year and the board has worked through all the budget issues. The other option would be the first meeting in January when officers are elected. Charlie Rountree suggested working through the details by August with implementation at the beginning of the new fiscal year.

***David Ferdinand moved to approve the concept of governance and bring by-laws changes that would put this into effect back to the board; seconded by Vern Bisterfeldt. The motion was approved unanimously.***

### **Canyon County Vanpool Lease/Purchase Analysis**

Kelli Fairless presented staff's recommendation to develop a traditional vanpool in Canyon County with a four-year demonstration project to provide vanpool for low-income workers in Canyon County. An analysis of the cost of a lease versus purchase for vehicles for the Canyon County Vanpool was reviewed. Kelli explained that staff would initiate the Request for Proposal to secure a contractor to serve a Canyon County vanpool which would be 100% paid for through the fares. The vendor would have the responsibility to manage, and VRT staff would manage the contract. VRT would move forward and purchase three vans with JARC funds and target those vans and funds toward low income job access. Kelli reported that VRT already has three to four employers interested in the program for a four year demonstration, as that is the life of the vehicle. The vehicle would then go into the Vehicle Sharing program.

***Kathy Alder moved to approve the Canyon County van pool lease and purchase vans and go forward; seconded by David Ferdinand. The motion was approved unanimously.***

**Site Development and Transit Amenity Criteria**

Rhonda Jalbert reviewed staff's recommendation for the Site Development and Transit Amenity Criteria which would be used as a guideline when designing capital infrastructure projects. Following discussion, members were asked to email Rhonda with any comments. The item will be put on the May board agenda for action.

**Legislative Engagement Recommendations**

Kelli Fairless presented a proposal for engaging legislators in VRT's region to build positive relationships and educate legislators about the needs of our region's citizens. This item was a follow-up to the March board meeting discussion led by Chairman Tom Dale regarding improving relations with our legislative members. Kelli reviewed the two approaches which were:

- 1 – Organize Legislative District Meetings in small groups where board members would invite legislators from their district which would create relationships in less emotional times when the legislature is not in session. These meetings would be held this summer.
- 2 – Compile a list of best practices that are already happening to build relationships and work toward a cohesive legislative approach.

*David Zaremba moved to direct staff to go forward with the discussed approaches; seconded by Elaine Clegg. The motion was approved unanimously.*

**INFORMATION/COMMITTEE REPORTS****State Street Transit and Traffic Operations Plan (TTOP)**

Andy Daleidin and Katie Pincus from Kittelson & Associates presented a PowerPoint for the State Street Transit and Traffic Operations Implementation Plan. Kelli pointed out that the next steps include the Management Committee reviewing on May 9<sup>th</sup> to make a recommendation to the board for approval at the May 18<sup>th</sup> board meeting.

**The Proposed Southwest Boise Demonstration Route-Update** will be put on a future agenda.

**Canyon County Franklin Corridor Service Demonstration Route**

A memo was provided in the packet giving a progress report on the Franklin Corridor demonstration service in Canyon County. The route is funded through a federal Medicaid Infrastructure Grant (MIG) and is a project through the State Independent Living Council and AmeriCorps.

**Canyon County Maintenance Facility**

Rhonda Jalbert reviewed a strategy for the Canyon County maintenance facility and reviewed the pros and cons of a purchase-build to suit, long term capital lease, and existing location. Rhonda will bring more detail to the May board meeting with a request for recommendation.

**System Performance and Planning****Mobility Development Plan**

A summary of progress on the Mobility Development Plan was included in the staff reports as provided by Kelli Fairless and Mary Barker in the board packet.

**Regional Senior Transportation Service Plan**

A memo presenting a scope of work to complete a transportation service plan targeted to address the special needs of the senior population within VRT's jurisdictional boundaries was included in the packet. VRT will be partnering with COMPASS for data and other technical support.

**Shelter Procurement**

Information regarding replacement and installation of new transit shelters in locations that meet the VRT Transit Amenity Shelter Criteria was included in the packet.

**ValleyRide Ridership Report**

A report on ValleyRide ridership for the second quarter of FY2011 was included in the packet.

**Procurement Calendars**

The most current Procurement Calendars were included in the packet.

The following **STAFF REPORTS** were included in the packet.

- Executive Director Report - Kelli Fairless
- Financial and Administration Report - Rick Thompson
- Capital Infrastructure Projects Report - Rhonda Jalbert
- Transportation and Operations Report - Bruce Sackron
- Planning Projects Report - Mary Barker
- Community Relations Report - Mark Carnopis

**ADJOURNMENT**

*At 3:25 p.m. Elaine Clegg moved to adjourn the meeting; seconded by Charlie Rountree. The motion was approved unanimously.*

**NEXT MEETING:**

*Wednesday, May 18, 2011*

*1:30 p.m.*

*Meridian City Hall*

*33 E. Broadway Avenue*

*Meridian, Idaho*



# Management Committee Meeting Minutes

Monday, April 4, 2011 at 11:00 a.m.

Meridian City Hall – Conference Room A

33 E. Broadway Avenue - Meridian, Idaho

MEMBERS ATTENDING	MEMBERS ABSENT	OTHERS PRESENT
Kathy Alder, Canyon County		Rick Thompson, VRT
Dave Bieter, Boise		Linda Ihli, VRT
Tom Dale, Nampa		Rhonda Jalbert, VRT
John Evans, Garden City		Bruce Sackron, VRT
Garret Nancolas, Caldwell		Mark Carnopis, VRT
Charlie Rountree, Meridian		Gloria Maheux, VRT
David Zaremba, Meridian		David Sexton, VRT AmeriCorps

Chair Tom Dale called the meeting order at 11:10 a.m. All members were present. There were no changes to the agenda.

## CONSENT AGENDA

*Charlie Rountree moved to approve the Consent Agenda; seconded by Kathy Alder. The motion was approved unanimously. The Consent Agenda consisted of Minutes of 03/07/11 Management Committee meeting; Financial Reports as of 12/31/10, 01/31/11, and 02/28/11; Proposed Agenda Items for 04/20/11 VRT Board Meeting; Request to set April 20, 2011, at 1:30 p.m. as Public Hearing Date for Shelter Disposal; approval of Site Development Criteria; Procurement-Resolution VMC11-004 for Bus Stop Enhancements-Shelter Design-Task Order #6.*

## ACTION ITEMS

### Board Governance Work Session

The members reviewed the Governance Evaluation Matrix which included the following Governance Models:

- Status Quo
- Reduced Board with Representative Voting
- Representative Board of the Whole with Appointed Executive Board
- Representative Board Organized by Zones

The following information for each model was reviewed and discussed:

- Board Membership
- Board Activities
- Stakeholder Representation
- Pros and Cons

After discussion, *Garret Nancolas moved to recommend to the full board to implement the third option as presented ( which is the Representative Board of the Whole with Appointed Executive Board); seconded by Kathy Alder. Following further discussion, the maker of the motion and the seconder agreed to amend the motion to provide more detailed information to the board regarding this option. The motion was approved unanimously.*

Kelli Fairless remarked that this will be an information item to the board in April, then in May an action item to request direction from the board to go forward and revise the by-laws, with the goal to execute October 1<sup>st</sup>. Kelli noted that the zones will be used for planning process as they are natural transportation zones.

## **INFORMATION ITEMS**

### **Shelter Procurement**

The members were asked to review the information in the packet regarding the upcoming shelter procurement for bus stop locations which meet the VRT Shelter Criteria.

### **Canyon County Vanpool Lease/Purchase Analysis**

Gloria Maheux reviewed the analysis of the cost of a lease versus purchase for vehicles for the Canyon County Vanpool. The trips will originate and/or have destination in Canyon County.

### **Franklin Corridor Service-Demonstration Route**

Gloria reviewed the information provided in the packet regarding the Franklin Corridor Service – Demonstration Route which is a collaborative effort of the SILC, AmeriCorps, and VRT to use a Medicaid Infrastructure Grant (MIG). The grant will provide for a demonstration route in the Franklin Corridor area of Caldwell beginning June 6, 2011, through December 31, 2011, with a possible three month extension. Gloria explained that staff is working with stakeholders in the Franklin Corridor area to work together as a Transportation Management Organization (TMO) or individual stakeholders to come up with the percentage necessary to continue that service following the demonstration period.

### **Vehicle Status Report**

The memo in the packet which provided an update on current large bus, ACCESS cutaway and accessible mini-vans currently on order, and additional planned procurements to be submitted for approval during the remainder of FY2011.

### **Procurement Calendar**

The most current Procurement Calendar was included in the packet.

Charlie Rountree asked when staff will give a report on ridership to ACHD regarding the donated van from ACHD. Kelli noted that staff will report to ACHD in May which will be the two month mark for Create Common Good using the van.

Members thanked staff for keeping the group informed and keeping a positive attitude.

*David Zaremba moved to adjourn the meeting; seconded by Dave Bieter. The motion was approved unanimously.*

### **NEXT MEETING: Monday, May 9, 2011, at 11:00 a.m. at Meridian City Hall**

(Please note the meeting date change due to the Boise Chamber Regional Leadership Conference in McCall.)



**Regional Coordination Council  
Meeting Minutes  
Tuesday April 5, 2011 at 9:00 a.m.  
LINC, 1878 W Overland, Boise, ID**

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Susan Bradley, Nat'l Fed of the Blind/ID	Rick Eberle, AMR Access2Care	Gloria Maheux, VRT
Leslie Felton-Jue, Collister Nbrhd Assoc	Brooke Green, CTAI, District 3 LMMN	Linda Ihli, VRT
Patty Haller, Idaho Office for Refugees	Christina Pettis, LINC	Monique Johns, SILC/AmeriCorps
Harmon Hurren, Nampa School District	TBD, Dept. of Housing & Urban Development	Jolene Smith, AmeriCorps
Liisa Itkonen, COMPASS	TBD, Dept. Veteran Affairs	Bill Knowlden, AmeriCorps/LINC
Brian Jain, Idaho Commission for the Blind	TBD, Employers Representative	
Ross Mason, Health & Welfare		
Kirk Montgomery, ACHD Commuteride		
Jan Raeder, Senior Solutions		
Bob Vetter, Dept. of Labor		
Mitch Young, AARP Idaho		

Chair Mitch Young called the meeting to order at 9:05 a.m. with a quorum present.

**AGENDA CHANGES**

Mitch Young clarified that the Consent Agenda should read *approval of the March 1, 2011, minutes* rather than the February minutes.

**OPEN DISCUSSION/ANNOUNCEMENTS/AGENCY**

- Brian Jain asked about the progress on the audible signals. Gloria Maheux indicated that Rhonda Jalbert will be at the May RCC meeting to give an update on bus stop enhancements. Brian noted that a lot of people are looking forward to the Ride Reimbursement program rolling out.
- Kirk Montgomery reported that ACHD had tried to find a location for a Park and Ride lot in Kuna, but a consensus could not be reached with the City of Kuna, so ACHD decided not to go with a Park and Ride right now. Nine ACHD commuter vans are based out of Kuna.
- Liisa Itkonen reported that binders or cd's are available for the *All Dressed Up and No Way to Get There* marketing plan.
- Leslie Felton-Jue met with Rhonda Jalbert regarding bus stop improvements.
- Mitch Young noted that State Street does not have any pull-outs for buses and suggested that as street improvements are made on State Street by ACHD, that pull outs be provided.
- Gloria Maheux suggested Kelli Fairless give an update on the State Street Implementation Plan at the May RCC meeting.
- Susan Bradley announced the National Federation of the Blind annual convention in Boise this weekend at the Owyhee Plaza.

**CONSENT AGENDA**

*Susan Bradley moved to approve the March 1, 2011, RCC meeting minutes; seconded by Leslie Felton-Jue. The motion was approved unanimously.*

## **INFORMATION ITEMS**

### **AmeriCorps - Summer of Service**

Monique Johns, Medicaid Infrastructure Manager at SILC, reviewed the *Summer of Service* opportunity. Monique noted that for the past three years over 30 AmeriCorps members have worked to help build infrastructure. SILC is in the process of finishing up those projects and has the opportunity to bring on six more AmeriCorps member quarter time through August 31<sup>st</sup>. The Treasure Valley will have three AmeriCorps members working at LINC and VRT. Monique asked the members to let Janette Rickman know if they are interested in hosting an AmeriCorps member this summer.

### **Franklin Corridor Public Transportation Assessment**

Ross Mason, Dept. of Health and Welfare, distributed an updated Executive Summary and survey results regarding the Franklin Corridor survey, which was conducted by BSU last fall. The results showed high demand for public transportation within the Franklin Road Corridor.

- 317 surveys completed from Dept. of Labor and Dept. of Health & Welfare
- 90% agree there is a need for public transportation in Franklin Corridor
- 63% would be willing to pay for public transportation
- 70% would use the service if it were available
- Individuals were willing to pay an average of \$1.50 for use of the service.

### **Franklin Corridor Service – Demonstration Route**

Gloria Maheux thanked Ross Mason for the survey information which will help staff move forward with the Franklin Corridor route. Gloria explained that the route has been funded for six months through a Medicaid Infrastructure Grant. In September, SILC will apply for a three month extension since there was a delay in the award of the grant. The route is set to begin June 6<sup>th</sup>. A ValleyRide bus will be used. Anticipated goal ridership is 75 riders a day, which are 7.5 riders an hour in a ten hour day.

Marketing could include a web landing page, tail light panels on the back of buses, interior posters, flyers, radio/mass media, and social media. Gloria asked members to email her by close of business April 7<sup>th</sup> with the number of flyers and/or bus route maps and plastic holders they would like at their agency.

The members reviewed the proposed route, and by general consensus agreed to the route. The proposed route will be presented to the VRT Board on April 20<sup>th</sup>. The final route will be brought back to the RCC May meeting.

Gloria announced the April Women in Transportation (WTS) meeting which will be April 20<sup>th</sup> at the Caldwell Airport. Gloria will email the invitation to the RCC members when it is available.

### **Canyon County Lease Purchase Analysis**

Gloria Maheux reviewed the Canyon County Lease vs. Purchase analysis as reviewed by the Management Committee on April 4<sup>th</sup>. Staff researched purchasing vans directly and operating a vanpool in Canyon County or leasing the service through a private provider. Staff will recommend to the VRT Board that a Request for Proposal (RFP) be developed to contract out the

vanpool service for Canyon County. The vanpools would originate from Canyon County or the destination would be to Canyon County. The full cost would be by the leasing company. Mitch requested that after the RFP results are available, actuals be brought back to the RCC for review by the members.

Kirk Montgomery noted that ACHD was able to get six new vans on the road in six months in the more rural areas. There is a 25% surcharge, and the driver pays one-half the fare. Drivers can use the van 25 miles per month; then there is a charge up to a certain mileage.

## **ACTION ITEMS**

### **Community Resource Group**

In Mark Carnopis' absence, Gloria Maheux requested the RCC approve the establishment of, and charter of, the Community Resource Group.

*Harmon Hurren moved to approve the Community Resource Group Charter; seconded by Brian Jain. The motion was approved unanimously.*

### **Vehicle Sharing Prioritization Process**

Gloria reviewed the Vehicle Sharing Prioritization for applicants wishing to use vehicles from the Vehicle Sharing Pool. Suggestions regarding the criteria:

- clarify what accessibility is
- define the target population
- if someone donated a van they could use it one week a year
- list other transportation options currently available
- review by RCC
- AmeriCorps members participate as driver.

Gloria noted that David Sexton will assist with driver training through August 31<sup>st</sup>, along with Ride Reimbursement program. VRT has applied for an AmeriCorps member for this fall that would work with driver training, tracking, and monitoring. Gloria will take member comments regarding the prioritization process and bring a final prioritization process back to the RCC in May.

Gloria will report to the VRT Board and ACHD in May regarding the success of the Create Common Good van.

## **OTHER REPORTS**

### **Mobility Programs Update**

Gloria explained that the Ride Reimbursement program will begin with a soft roll-out by the end of April, followed by the second phase at a later date. Persons seeking rides should call 345-RIDE, and the call will be directed to the Ride Reimbursement line. Gloria noted that David Sexton is in the process of training a few drivers. There are approximately 11 drivers right now, some of whom are former ValleyRide bus drivers. Some seniors are being trained as drivers, as well. Brian Jain noted that the Commission for the Blind has volunteer groups that could use a volunteer driver. Gloria and David will contact Brian.

**Staff Reports**

VRT Staff reports as included in the 02/16/11 VRT Board packet were included in the RCC packet. Leslie asked if stops being announced would be included in the technology plan per Kelli Fairless' report. Gloria will ask Kelli to come to an RCC meeting to explain the technology plan.

Gloria noted that outreach to rural areas has been completed to get input on future development for rural areas. Gloria has met with Lee Belt from Greenleaf, and Greenleaf will be putting a flyer in their utility billings announcing what service is available in their area, as well as, travel training information. A survey will go out in utility billings for rural jurisdictions in the near future.

**ADJOURNMENT**

*At 11:00 a.m., Jan Raeder moved to adjourn that meeting; seconded by Patty Haller. The motion was approved unanimously.*

**NEXT MEETING:**

*Tuesday, May 3, 2011*

*COMPASS*

*800 S. Industry Way, Suite 100*

*Meridian, Idaho*

# Valley Regional Transit

## Budget Summary

Fiscal Year: 2011 ~ Report Period: 6 - March

<i>Account Type</i>	<i>Actual</i>	<i>Budgeted</i>	<i>Variance</i>
401: Part A-Directly Generated Funds	\$497,584.70	\$458,333.35	(\$39,251.35)
403: Auxiliary Transportation Funds	\$15,822.22	\$33,000.00	\$17,177.78
404: Non-Transportation Funds	\$904.85	\$49,999.98	\$49,095.13
405: Part B-Federal Capital Source	\$11.00	\$6,061,210.98	\$6,061,199.98
406: Part B-Federal Operating Source	\$178,614.00	\$1,983,768.98	\$1,805,154.98
407: Part D-Local Capital Sources	\$44,719.56	\$811,885.44	\$767,165.88
408: Part D-Local Operating Sources	\$6,135,559.48	\$3,118,361.94	(\$3,017,233.54)
	\$6,873,215.81	\$12,516,560.67	\$5,643,308.86
501: Wages and Salaries	\$2,025,413.84	\$2,113,986.61	(\$88,572.77)
502: Fringe Benefits	\$1,681,612.88	\$1,436,625.48	\$244,987.40
503: Professional Services	\$488,985.87	\$372,647.62	\$116,338.25
504: Material and Supplies	\$632,095.84	\$865,411.56	(\$233,315.72)
505: Utilities	\$74,310.80	\$80,934.96	(\$6,624.16)
506: Casualty and Liability	\$178,173.46	\$131,889.96	\$46,283.50
509: Miscellaneous Expenses	\$45,944.72	\$68,110.02	(\$22,165.30)
511: Interest Expense	(\$33.38)	\$360.00	(\$393.38)
512: Lease and Rentals	\$207,809.94	(\$147,445.98)	\$355,255.92
514: Capital Expenditures	\$512,750.21	\$5,216,760.48	(\$4,704,010.27)
	\$5,847,064.18	\$10,139,280.71	(\$4,292,216.53)
<b>Net Revenue:</b>	(\$1,026,223.63)	(\$2,377,315.96)	\$1,351,092.33



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

<b>PROCUREMENT DESCRIPTION:</b> 2011 Ford E350 12 passenger vans, three (3) each.	<b>TOTAL COST: \$73,494.00</b>
---	--------------------------------

**PURPOSE/ACTION:** Valley Regional Transit is seeking approval by the VRT Board of Directors of the award of a contract for providing three (3) each 2011 12 passenger vans for a Canyon County peak-hour vanpool marketed to low-income workers.

**SCOPE OF WORK:** A contract to provide three (3) Ford 12 passenger vans for a Canyon County peak-hour vanpool service marketed to low-income workers.

**DISCUSSION:** Valley Regional Transit is in need of three vans to establish a vanpool originating or terminating in Canyon County for low income peak-hour commuters. Concept was discussed and approved at the April 20, 2011, VRT Board meeting.

**ALTERNATIVES:** Alternatives include not providing the service, purchasing used vans such as the larger vans used by ACHD, or using retired ACCESS vans which will require the driver to have a CDL. The new E350 van will provide the most reliability, lowest maintenance costs, and lowest fuel costs of the alternatives.

**FISCAL IMPACT:** The funding available for this agreement is in grant ID 95X00400 with \$128,000 allocated for vehicle purchase. The remaining funds will be used for AVL equipment and repair and maintenance of the three (3) vehicles during their useful life.

**RECOMMENDATION/JUSTIFICATION:** Valley Regional Transit staff recommends the VRT Board of Directors approve the award of the contract in the amount not to exceed \$73,494.00 to Dan Wiebold Ford. Wiebold submitted the low bid on the State of Idaho contract for specified vans. VRT staff believes having the contract in place 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 \$50,000 but under \$75,000.		
3	<b>VALLEY REGIONAL TRANSIT BOARD</b> Approves all procurements over \$75,000.		VBD11-004

## VALLEY REGIONAL TRANSIT BOARD RESOLUTION

### Contract with the Lowest Cost Responsive and Responsible Supplier

#### RESOLUTION VBD11-004

#### BY THE BOARD OF VALLEY REGIONAL TRANSIT APPROVING THE AWARD OF A CONTRACT WITH DAN WIEBOLD FORD TO PROVIDE THREE (3) 2011 FORD E350 - 12 PASSENGER VANS.

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 establish a contract with a qualified and experienced vendor who will provide new 12 passenger vehicles; and

WHEREAS, Valley Regional Transit included the budget for this expenditure in the fiscal year 2011 budget for three (3) vehicles; and

WHEREAS, the Board of Directors approved a motion to purchase van pool vehicles at the April 20, 2011, meeting; and

WHEREAS, these vehicles will be used for a peak-hour vanpool marketed to low-income workers in Canyon County; and

WHEREAS, Valley Regional Transit is purchasing these vehicles based on a competitive procurement process by the State of Idaho and in compliance with all local and FTA requirements; 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

VBD11-004

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 authorizes the purchase of three (3) each 12 passenger vans for use in a peak-hour Canyon County vanpool marketed to low income workers.

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 18<sup>th</sup> day of May, 2011.

APPROVED by the Board Chair this \_\_\_ day of \_\_\_\_\_, 2011.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
**SECRETARY**

\_\_\_\_\_  
**CHAIR**

## **VALLEY REGIONAL TRANSIT BOARD RESOLUTION**

### **STATE STREET TRAFFIC AND TRANSIT OPERATIONS PLAN (TTOP) RESOLUTION VBD11-005**

#### **BY THE BOARD OF VALLEY REGIONAL TRANSIT TO ADOPT THE STATE STREET TRAFFIC AND TRANSIT OPERATIONS PLAN (TTOP)**

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, Planning on the State Street corridor began in 2004 with the State Street Master Plan, a joint project led by Ada County Highway District and the City of Boise ; and

WHEREAS, The Plan laid out the vision of a multi-modal corridor with transit lanes (in multiple alternative configurations), sidewalks and bike lanes, but did not provide the detail of how and when this was to be accomplished; and

WHEREAS, In 2005, local governments along the corridor partnered through a steering committee to draft an MOU focused on implementation activities of the State Street Master Plan; and

WHEREAS, The State Street Traffic and Transit Operations Plan (TTOP) was a key step called for in the Master Plan; and

WHEREAS, Adoption of this plan does not commit any funding to future projects; and

WHEREAS, Funding for projects in the implementation plan will be considered on an annual basis through the board’s budget development process; and

WHEREAS, The adoption of this plan allows for a strategic and collaborative approach to a significant regional corridor; and

WHEREAS, The results of this plan will be incorporated into the update of the CIM long-range plan; 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 adopt the State Street Traffic and Transit Operations Plan (TTOP)

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 18<sup>th</sup> day of May, 2011.

APPROVED by the Board Chair this \_\_\_day of \_\_\_\_\_, 2011.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
**SECRETARY**

\_\_\_\_\_  
**CHAIR**



## Memorandum

**TO:** VRT Board of Directors  
**FROM:** Rhonda Jalbert, Capital Infrastructure Project Manager  
**RE:** Canyon County Maintenance Facility  
**DATE:** April 12, 2011

### **Summary:**

Review strategy for the Canyon County Maintenance Facility.

### **Staff Recommendation/Request:**

Request guidance on direction of strategy.

### **Implication (policy and/or financial):**

New facility would cost approximately \$3 to \$3.5 M including the land purchase. Long Term Capital Lease with an option to purchase could be utilized to procure a facility that will meet VRT's current and future needs.

### **Highlights:**

- Purchase, e.g. Build to Suit
  - Pros
    - § Own the facility
  - Cons
    - § No funding at this time
- Long Term Capital Lease
  - Pros
    - § Would be able to obtain a new facility
    - § Facility would meet current needs for Canyon County
  - Cons
    - § Do not own the facility
    - § Would need the owner to make the improvements
- Stay at existing location
  - Site does not meet our current needs.
    - § Already renting additional parking space off site.
  - Building is under utilized
    - § Does not meet ADA guidelines
    - § Roof leaks
    - § Not enough office space
    - § No formal training area
    - § Bathrooms do not meet code

### **More Information:**

For additional information contact: - Rhonda Jalbert, Capital Infrastructure Project Manager, 208.846.8547 ext. 4217, [rjalbert@valleyregionaltransit.org](mailto:rjalbert@valleyregionaltransit.org)

Proposed Maintenance/Operation Sites															
Site	Description/Location	Address	Size (acreage)	Access off of Main Throughfare	Distance to HWY on/off ramp	Distance to 2nd HWY on/off ramp	Diesel and Gas Fueling Capability	Truck Wash	Future CNG Capacity	Park'n Ride Capacity	45 Carparks	Bus Parking per 6 yr Plan	Zoning	Adjacent Properties	Notes/Comments
OP1	Located in the Mason Creek Plaza Subdivision off of Franklin Blvd. in Nampa south of the freeway.	1764-1798 E. Plaza Loop, Nampa, ID	7.2	800 Feet from Franklin Blvd.	0.6 Miles (Franklin)	2.7 Miles (Garity)	Yes	0.5 Miles Away	Yes	Yes	Possible	Yes	IL & BC	Yes	This would include the purchase of two lots to have adequate room for projected future growth. Multiple options are available within the subdivision. Access to Franklin has clear line of site.
OP2	10 Lane Area, Corner of 10 Lane and W. Karcher Rd.	16151 10 Lane, Nampa, ID	9.5	Access from 10 Lane directly to W. Karcher Rd.	0.8 Miles (Northside Blvd. Exit)	1.0 Miles (Karcher Exit)	Yes	Possible	Yes	Yes	Possible	Yes	Industrial?	Rock Contractor	There is plenty of room for a bus facility here with easy access to the freeway and shopping centers. Clear line of site for outgoing busses.
OP3	College of Western Idaho Area	16490 Can-Ada Rd., Nampa, ID	10.86	Access from Birch Ln to Can-Ada Rd.	1.5 Miles (Garrity)	N/A	No	No	Yes	Yes	Possible	Yes	BC?	LDS Church, UPRR	Facility is a little out of the way, but very good access to the rail system.
OP4	Norco Way to Karcher Road	Lot 1	11	Norco Way	0.73		Yes		Yes	Yes	Possible	Yes	Industrial		
OP5	Madison to Karcher Road	Lot 2	37	Karcher Road	0.74		Yes		Yes	Yes	Possible	Yes	Industrial		
OP6	Birch Lane to Karcher Road	Lot 3	15	Birch Lane	0.73		Yes		Yes	Yes	Possible	Yes	Industrial		
OP7	Madison to Karcher Road	Lot 4	32	Madison	0.75		Yes		Yes	Yes	Possible	Yes	Industrial		
OP8	Barger & Garrity Blvd	607 Barger Street	3.28	Garrity	1		Yes		Yes	No	No	Yes	Industrial		
OP9	Barbara Street & Northside Blvd	304 E. Carol Street	8.2	Northside Blvd	0.19		Yes		Yes	Yes	Possible	Yes	Light Industrial		Easement through the middle of the property
OP10	Karcher Rd Industrial Park		6	Karcher & Franklin	0.75		Yes		Yes	Yes	Possible	Yes	Industrial		
OP11	Karcher Rd & 20th Street	N. 20th Street	4.37	Karcher & Franklin	0.8		Yes		Yes	Yes	Possible	Yes	Industrial		
OP12	Franklin Blvd & 7th Ave	904 7th Ave	2.92	Franklin Blvd	0.57		Yes		No	No	No	Possible	Industrial		
OP13	Familian Building			Franklin Blvd	0.34		Yes		Yes	Yes	Possible	Yes	Industrial		Hard to access, but existing building
OP14	Caldwell Blvd	5807 Cleveland Blvd	3.96	Cleveland Blvd			Yes	Possible	Yes	64	yes	Yes	C-3	Migrant Council & empty car dealership	Has traffic signal at Happy Day and Cleveland.



## Memorandum

**TO:** VRT Board of Directors  
**FROM:** Rhonda Jalbert, Capital Infrastructure Project Manager  
**RE:** Bus Stop Enhancement – Phase II - Request for Bid  
**DATE:** May 10, 2011

### Summary:

Review Bus Stop Enhancement – Phase II – Request for Bid

### Staff Recommendation/Request:

Information to Management Committee 05/9/11; information to Board 5/18/11; for action by Management Committee on 6/6/11 to recommend approval to board; then to board for action 06/15/11.

### Implication (policy and/or financial):

The estimated cost of the Phase II Bus Stop Enhancements is approximately \$657,621 for Ada and Canyon County in 2011.

### Background:

The board approved the shelter study criteria in September of 2010, which generally allows for the placement of shelters at locations which meet the criteria below:

- Mobility Study of all bus stops with ranking.
- HDR was selected as the design consultant in Spring 2010
- Phase I construction was completed Oct. 2010 with 30 stops being improved
- RFB 2011-04-27-Ada has 119 stops included is out for bid
- RFB 2011-04-27-CYN has 40 stops included is out for bid

### Highlights:

- The two RFB packages (one bid package for Ada County and one bid package for Canyon County) are “out for bid”.
- The Pre-Bid meeting was held on May 6, 2011.
- Bids are due May 25, 2011 and will be opened on May 26, 2011.

Proposed and Estimated costs are listed below:

Ada County – approximately 119 locations	\$507,643
Canyon County – approximately 40 locations	<u>\$149,978</u>
Total Estimated Procurement	\$657,621

See attached budget tracking sheet for project totals.

### More Information:

For additional information contact: - Rhonda Jalbert, Capital Infrastructure Project Manager, 208.846.8547 ext. 4217, [rjalbert@valleyregionaltransit.org](mailto:rjalbert@valleyregionaltransit.org)



## Memorandum

**TO:** VRT Board of Directors  
**FROM:** Rhonda Jalbert, Capital Infrastructure Project Manager  
**RE:** Change Order Procedure for Capital Infrastructure Projects  
**DATE:** May 10, 2011

### **Summary:**

Change Order Procedure for Capital Infrastructure Projects. The Change Order Procedure will be incorporated into the Procurement Manual.

### **Staff Recommendation/Request:**

Information to Board of Directors 5/18/11; then to Management Committee for action 06/06/11 and to Board for approval on 06/15/11.

Recommend approval of a change in the Procurement Manual to add a Change Order Procedure to be used for Capital Infrastructure Projects.

### **Implication (policy and/or financial):**

No financial implication. Procedure will be incorporated into the VRT Procurement Manual.

### **Background:**

Change orders during construction of Capital Infrastructure Projects can often exceed \$50,000. Currently the Executive Director can only approve change orders less than \$50,000. Contingency amounts are set when the budget is approved by the VRT Management Committee and/or Board of Directors.

### **Highlights:**

- Allow Executive Director to approve Change Orders for Capital Infrastructure Projects/Public Works Construction in excess of set approval limit only if the accumulative change orders do not exceed the approved contingency amounts.
- Will allow projects to proceed on a timely basis.

### **More Information:**

See Attached Section 2.4.3 of the Procurement Manual

For additional information contact: - Rhonda Jalbert, Capital Infrastructure Project Manager, 208.846.8547 ext. 4217, [rjalbert@valleyregionaltransit.org](mailto:rjalbert@valleyregionaltransit.org)

any real or apparent organizational conflicts of interest which could arise when the nature of work to be performed under a proposed contract would result in an unfair competitive advantage to the contractor in the award of future work. It shall not be a bid or proposal requirement that a prospective vendor or contractor have prior contracts with Valley Regional Transit. This shall not be construed, however, to prevent or limit the use of two-step sealed bidding.

- 2.1.6 Procurements with Suspended/Debarred Vendors Prohibited. It is Valley Regional Transit's policy not to enter into a contract with a bidder(s) on the General Services Administration's listing of Suspended and/or Debarred Parties (as published at <https://www.epls.gov/>).
- 2.2 General Procurements Requirements. As a political subdivision of the State of Idaho, Valley Regional Transit (VRT) procurement procedures comply with Idaho Code 67-2801 through 67-2808. In addition, since U.S. DOT Federal Transit Administration (FTA) funding is utilized, VRT also complies with procedures and regulations as found in FTA Circular, 4220.1F (Ver. 2) (current as of 1 July 2010), and its references. The following citations apply to the various types of procurements listed:
- 2.2.1 General Procurements Requirements. Valley Regional Transit Procurement procedures comply with Idaho Code 67-2801 through 67-2808 as well as other applicable sections of Idaho Code, and FTA C 4220.1F (Ver. 2), and its associated outside references.
- 2.2.2 Procurement of Real Property. Valley Regional Transit Procurement procedures will comply with applicable sections of Idaho Code and FTA requirements. Real property acquisition is addressed in DOT regulations, "Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs." 49 CFR Part 24, implementing the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, 42 U.S.C. Section s 4601 *et seq.*, which provide protections for owners and lessees of real property to be acquired as part of an FTA-Assisted project. More guidance is included in the most recent edition of FTA Circular 5010.1, providing "Grant Management" guidance.
- 2.2.3 Procurement of Public Works Construction. VRT will follow the requirements of Idaho Code, Title 67-2805 and applicable FTA requirements.
- 2.2.4 Intelligent Transportation Systems. Intelligent Transportation Systems (ITS) Property and services must comply with the National ITS Architecture and Standards to the extent required by section 5307(c) of SAFETEA-LU, FTA Notice, "FTA National ITS Architecture Policy on

Project Leads in the settlement of all contractual and administrative issues arising out of procurements, including source evaluations, protests, disputes and claims. In dealing with protests, the Contracting Officer shall assure Valley Regional Transit’s written protest procedure, which is in compliance with Federal Transit Administration (FTA) Circular 4220.1F (Ver. 2), is followed. See Section 6.8.2 (a – e) for required actions by protest type.

2.3.15 Valley Regional Transit shall comply with all state and federal laws for all procurements. Further, Valley Regional Transit shall conduct procurements in a manner that prohibits statutory or administrative in-State or geographical preferences in the solicitation and evaluation of bids or proposals, except where federal or state law expressly mandates such preferences.

2.4 Approval Levels for Purchases.

2.4.1 The following represents Valley Regional Transit’s required approval levels for purchases. Approvals must be obtained before committing Valley Regional Transit funds, except as set forth in Section 2.4.2, below. A Purchase Requisition is required for all purchases in excess of \$3,000. A Purchase Order is required for all purchases except as otherwise determined for particular types of purchases by VRT Finance Director.

<u>Amount</u>	<u>Approval Required</u>
Up to \$10,000	Department Managers
\$3,000.00 to \$10,000.00	Department Managers, Department Directors
\$10,000.01 to \$49,999.99	Executive Director
\$50,000.00 to \$74,999.99	Valley Regional Transit Management Committee
\$75,000.00 and Over	Valley Regional Transit Board

2.4.2 Emergency Purchases. Approvals as described above shall be secured before committing any Valley Regional Transit funds, except in cases of emergency. Idaho State Statute defines an “emergency” as one which the property is required for a life-threatening situation or a situation that is immediately detrimental to the public welfare or property as defined in Idaho Code § 67-2808. If there is a great public calamity, as

an extraordinary fire, flood, storm, epidemic or other disaster, or if it is necessary to do emergency work to prepare for national or local defense, or if it is necessary to do emergency work to safeguard life, health or property, or for contracts which do not exceed one (1) year if there is only one (1) vendor for the property to be acquired, the Contracting Officer may declare that an emergency exists and that the public interest and necessity demand the immediate expenditure of public money to safeguard life, health or property, or declare that there is only one (1) vendor for the property. Upon making the declaration of emergency, any sum required in the emergency may be expended without compliance with formal bidding procedures.

An emergency shall be considered to be a real and present threat to Valley Regional Transit property, Valley Regional Transit employee welfare, or the provision of transit service that cannot be reasonably alleviated without the purchase, in question. In all cases, the Contracting Officer will be involved.

During normal business hours, the requirement will be addressed to the appropriate approval level and the appropriate director, who will assure necessary pricing and issue a purchase order.

After normal business hours, the senior person present will determine whether the matter may be resolved during the next business day. If not, an attempt will be made to secure price quotations from two or more reputable sources, and a purchase made. A requisition will be prepared the next business day and fully documented as to the nature of the emergency, and approval signatures will be obtained.

Emergency purchases exceeding the threshold requirement for advertising and/or competitive bidding will require prior approval of the Executive Director before a commitment to purchase is made. In such cases, quotes will be invited from three or more persons or firms known to deal in the materials or services required. The Executive Director will report such emergency action to Valley Regional Transit Management Committee and the Valley Regional Transit Board at the next regularly scheduled meeting.

2.4.3 Change Order Approvals on Public Works Construction: The Executive Director may approve change orders for Public Works construction (See Section 2.2.3 for definition) over the approved level as stated in Section 2.4.1 as long as the accumulative amount of all change orders does not exceed the approved contingency amount as approved by the VRT Management Committee or Board of Directors for that project.

Formatted: Font: +Body (Calibri)

Formatted: Font: +Body (Calibri)

Formatted: Heading 3,h3, Tab stops: 1.5", Left

Formatted: Font: +Body (Calibri), No underline

Formatted: Font: +Body (Calibri)

**Valley Regional Transit  
Activities and Schedule  
Mobility Development Plan Adoption and Board Governance Changes  
May 9, 2011**

May 2011

- Management Committee review Bylaws and discuss necessary changes
- Board review draft mobility development plan
- Board review the communications plan and schedule for deployment of the governance change, mobility development plan and the branding for the products and services falling under the plan
- Schedule summer meetings with local jurisdictions for budget requests and communication on changes to board governance and adoption of the updated plan

June 2011

- Management Committee review final plan and communication strategies to consider a recommendation to the board
- Board consider adopted the plan update and the communication strategies for public outreach on plan and program deployment
- Board review and comment on Bylaws changes that pertain to the governance change
- Board review draft preliminary budget and proposed service changes to meet budget assumptions

July 2011

- Complete staff work on board governance changes, plan outreach and deployment of new programs and services
- Possibly cancel Management Committee and Board Meeting
- Initiate legislative district outreach meetings with board members and legislators in each district
- Distribute Bylaws changes to board members to comply with minimum of 30 day review

August

- Management Committee review final budget and set hearing for budget adoption process
- VRT Board meeting to adopt new Bylaws, set budget, service policies and other policies that are needed to be set at the beginning of the upcoming fiscal year
- VRT Board conduct a special election to fill positions of the executive board (these positions will need to be confirmed again at the January meeting for the next calendar year)
- Continue legislative district outreach meetings

September

- Hold joint retreat with staff and the newly formed Executive Board
- Finalize staffing changes per adopted budget by the beginning of new fiscal year
- Continue legislative district outreach meetings



## Memorandum

**TO:** VRT Board  
**FROM:** Rick Thompson, Finance Director  
**RE:** FY 2012 Budget  
**DATE:** May 11, 2011

### **Summary:**

Staff continues to develop the FY2012 budget with the goal of board action in August. Consistent with Management Committee guidance, no revenue increases are being anticipated in the FY 2012 budget. The draft budget for the Nampa system is nearing completion. No major issues have been identified in the Nampa system at this point. VRT management is continuing to work with PTM management to develop the Boise system budget. The primary issues at this point for the Boise budget include:

- Medical insurance premiums. We have been advised by our broker that the minimum increase we can expect is 10%. Because PTM has experienced some significant claims, this increase could rise to as high as 15% in 2012.
- Collective Bargaining Agreement. The CBA includes a compensation increase for 2012. VRT and PTM are assessing the monetary impact of this increase.

VRT staff met with City of Boise staff to discuss the FY2012 budget as well as longer term budget issues. The most significant future budget issue will be the replacement of buses in FY2016. VRT staff is examining various options to addressing this need.

The draft regional support budget is nearing completion as well. This budget will transfer a position to transportation services. This FTE will be responsible for coordinating the mobility pilot projects that are currently under development.

### **Staff Recommendation/Request:**

This report is for information only. No action is requested

### **More Information:**

For additional information contact: Rick Thompson, Finance Director, 846-8547, [rthompson@valleyregionaltransit.org](mailto:rthompson@valleyregionaltransit.org)

**VALLEY REGIONAL TRANSIT  
PROCUREMENT CALENDAR  
MANAGEMENT COMMITTEE**

**For review by VRT Board on 05/18/11**

**Current Contracts**

<b>Vendor</b>	<b>Goods/Service</b>	<b>Expiration Date</b>	<b>Renewal</b>	<b>Potential MC Action</b>
Stability Networks	Network Support and Admin	08/02/2011	None – RFB required	08/02/2011
Services Unlimited	CNG Fuel Station Maintenance	09/14/2011	None – RFB required	09/06/2011
CINTAS	Laundry Services – Boise	09/30/2011	1X1	09/09/2011

**Pending procurement Actions**

<b>Goods/Service</b>	<b>Current Status</b>	<b>Potential MC Action</b>
----------------------	-----------------------	----------------------------

**VALLEY REGIONAL TRANSIT  
PROCUREMENT CALENDAR  
BOARD OF DIRECTORS**

**For review by VRT Board on 05/18/11**

**Current Contracts**

<b>Vendor</b>	<b>Goods/Service</b>	<b>Expiration Date</b>	<b>Renewal/Bid</b>	<b>Potential Board Action</b>
Commercial Tire	Boise Tires	07/24/2011	RFB Issued	06/15/2011
Moreton & Co.	Employee Benefits Broker	08/20/2011	2X1 Year Renewals	07/19/2011
Elizabeth Younger	Bus Advertising (Revenue Contract)	09/30/2011	None – RFB required	09/09/2011

**Pending procurement Actions**

<b>Goods/Service</b>	<b>Current Status</b>	<b>Potential Board Action</b>
Bus Shelter Purchase	Request for Bids Issued	05/18/2011
ADA Bus Stop Enhancements (two solicitations one for Ada and one for Canyon County)	Request for Bids Issued	06/15/2011
Security Cameras Boise	RFB in development	07/20/2011



## Memorandum

**TO:** Board of Directors  
**FROM:** Kelli Fairless, Executive Director  
**RE:** Executive Director Report  
**DATE:** May 12, 2011

### Summary:

Executive Director Activity Report

### Staff Recommendation/Request:

For information only

### Highlights:

#### Technology Investment Development Plan (TIDP)

Staff met with the consultant team and in work sessions and one-on-one interviews to determine a vision for the plan that will guide the investments in the initial phase, and each phase going forward. The plan will include a five-year investment plan that can be considered by the board for each fiscal year budget and will also provide guidance to staff in looking for grant funding to support the deployment of technologies identified in the plan.

The board will review the draft plan in June and a final plan at the August meeting.

#### State Street Corridor Project

We are in the final stretch of completing this project. The VRT board will consider adoption of the plan at the May meeting. The City of Boise and the Ada County Highway District are scheduling a joint meeting to discuss the implementation of the land-use elements of the plan in June. They will consider formal adoption in the manner required by both organizations following the joint session.

#### 30<sup>th</sup> Street Plan

I continue to work on the steering committee and a subcommittee on public safety and social services. The project manager from CCDC anticipates taking the strategies to the Boise City Council at the end of the calendar year.

#### Mobility/Regional Coordination Action Plan

The VRT Board approved the Management Committee recommendation. Staff began the work on the bylaws and has established a schedule for outreach and education to local jurisdictions. The outreach will be conducted in the summer meetings VRT is scheduling to review the draft mobility plan and the budget request with the local jurisdictions.

#### Senior Transportation Coordination Project

VRT and COMPASS staff have initiated a project to determine strategies for improving coordination of senior transportation. We are creating a steering committee that will include stakeholders from Ada, Canyon, and other rural counties in the Southwest Idaho

local network. The goal is to have the project completed prior to the next round of federal funding when requests are initiated by the Idaho Transportation Department.

Board Development Activities

This project will be initiated following the board's action on the board governance item that was outlined in the memo above.

Triennial Review Preparation

We were contacted by the contractor for the Federal Transit Administration (FTA). They are scheduling the Triennial Review for August. Staff completed a detailed internal review earlier in the year in preparation for the Triennial Review. We feel confident that the process will go smoothly.

**More Information:**

For more information contact: Kelli Fairless, Executive Director, 846-8547 ext 4212, [kfairless@valleyregionaltransit.org](mailto:kfairless@valleyregionaltransit.org)



## Memorandum

**TO:** Board of Directors  
**FROM:** Rick Thompson, Finance Director  
**RE:** Finance and Administration Activity Report  
**DATE:** April 12, 2011

### Summary:

An update on Finance and Administration Activity

### Staff Recommendation/Request:

No Action Requested. Information Only

### Highlights:

#### **Grant Administration**

Title VI update was approved by FTA on May 10. This removes the hold that had been placed on pending grant applications. In addition, the Administrative Modification to the State Transportation Improvement Plan (STIP) was approved by the Idaho Transportation Department. This action carried funding for the Meridian Administration Facility over into FY 2011 which will allow the grant amendment to proceed. Finally, Amendment #1 to the STIP that authorizes a fund transfer benefitting the BSU Park and Ride project was sent to FTA for review and approval on May 3, 2011. VRT completed all quarterly reporting to the FTA for all active grants in April. In addition, the reporting on stimulus grants to the Office of Management and Budget was completed in April as well.

#### **FY2012 Budget**

Preparation of the draft budget is in progress. Initial budgetary issues that have been identified include:

- Potential increase in medical insurance premiums.
- Boise collective bargaining agreement increase.
- Mechanical breakdowns of major components in Nampa.

Consistent with direction from the Management Committee no revenue increases from local partners are being factored into the budget.

VRT recently signed a contract for CNG with Intermountain Gas that will keep fuel at or slightly below current levels well into FY 2012.

#### **Fleetnet/IT**

VRT is testing the new server configuration that is intended to address some of the IT issues we have been experiencing. We will be meeting with Stability Networks to review the transition to Windows 2010 and Office 2008 and how that conversion is impacted by the conversion of Fleetnet to a 64-bit architecture. I am also preparing an issues paper that discusses the current state of each Fleetnet

module and recommendations on how maximize the Fleetnet system. This issue paper is the result of several months of work and discussion by the IT Users group analyzing the VRT management information system. The issues paper will be given to the IT consultant for their use as well.

**Triennial Review.**

We have been notified by the Triennial contractor that VRT is tentatively scheduled for our review during the last half of August.

**More Information:**

For more information contact: Rick Thompson, Finance Director, 846-8547 ext 4213, [rthompson@valleyregionaltransit.org](mailto:rthompson@valleyregionaltransit.org)



## Memorandum

**TO:** VRT Board of Directors  
**FROM:** Rhonda Jalbert, Capital Infrastructure Project Manager  
**RE:** Capital Infrastructure Projects  
**DATE:** May 11, 2011

**Summary:**

Status update on Capital Infrastructure Projects

**Staff Recommendation/Request:**

For information only.

**Highlights:**

**Multimodal Center:** Site H has a completed FONSI and site D is being evaluated. The board approved VRT evaluating other sites if they were proposed to VRT.

**Appraisal/Acquisition** – Received lessor information from Idacorp and Tomlinson. CCDC sent out letters of eminent domain for Site H. Appraisal for Site H should be complete end of May 2011.

**Design/Entitlements** – Working on EA for Site D. Reviewed outline with the FTA and moving forward. An Open House was held on May 5, 2011 for the public to attend. VRT and CCDC met with Bank of America, El Korah, and the Royal Plaza tenants to inform them of the pending project and get their input.

Site H – Held the Neighborhood Meeting on May 5, 2011, for the public to attend. VRT sent out 190 postcards notifying adjacent property owners and renters of Neighborhood Meeting. Also advertised the event in the Idaho Statesman, Idaho Press Tribune, and had notices posted in VRT shelters and on the buses. Will submit the Condition Use Application on May 21, 2011, after a meeting with Tomlinson to incorporate their needs.

**Bus Stop Improvements:** VRT has completed the bus stop sign location, Categorical Exclusion for all bus stop locations, study of bus stop locations and needs, and Phase I design and construction.

**Benches** – Creative Outdoors Advertising has installed approximately 115 benches in 2010 and will be installing 150 benches per year for 2011 & 2012. VRT is working with COA to reimburse cities for historic benches per the contract.

**Bus Stop Improvements** –Phase II design – Went out to bid on April 27, 2011; held a pre-bid meeting on May 6, 2011; taking bids May 25, 2011; and presenting construction contract to VRT Board at June 2011 meeting.

The bus stop maps of all bus stop locations are being updated and are being coordinated with Fleetnet database and Google Transit 511.

**Shelters** –Received bids on the Shelter RFB. Bids were not responsive and will re-bid the package in June 2011. CSHQA has been contracted with to design nine (9) additional shelters for the Downtown Boise Area.

**Audible Signal** – Was installed by ACHD at Lincoln and University and University and Joyce. Conducted a walk-thru with ACHD and BSU. All punchlist items have been addressed.

**VRT Administration Site:**

The Reservation Agreement between MDC and VRT was executed on November 2010. The project went out for bid on November 15, 2010. Bids were opened on January 26, 2011. The project was awarded to Wright Bros. Construction. Construction started April 4, 2011. Furniture resolution was approved by the board March 16, 2011. Working on a RFP for the phone system.

**BSU Park & Ride Site:** BSU has selected the site at I-84 and Vista for the location of the new park & ride. The project was submitted to the rebalancing of the TIP to obtain funding to complete this project. BSU has requested that VRT perform the appraisal and appraisal review for the site. The appraisal was completed and came in substantially higher than the estimated cost of the land. After speaking with the FTA and BSU, another appraisal is being performed and evaluated.

**Canyon County:**

**Proposed Canyon County Maintenance Facility Site** – Submitted the Documented Categorical Exclusion Report on the Franklin Road site in November, 2010. Submitted comments and received further comments. Project was submitted through the TIP for funding. Received FTA approval on the DCE on May 10, 2011. Another site at Caldwell Blvd. and Happy Day has been brought to VRT's attention, and VRT is researching the site.

**Karcher Mall Transit Center site** – Project is on hold.

**Existing Maintenance Facility** –Hazardous Waste Plan is complete and training is complete.

**Ada County Maintenance Facility:**

- **Hazardous Waste Plan** – Hazardous Waste Plan is complete and training is complete.
- **Spill Prevention, Control and Countermeasure Plan** –Plan is complete and training is complete.
- **Drainage** –Geotechnical investigation is completed and design has begun for addressing the drainage issue.

**Criteria and Standards:**

**Contracts** – Working on standardizing the RFQ form for Construction Manager/General Contractor.

**Criteria** –

- Submitting to Board on May 18, 2011, for information on Change Order Procedure in the VRT Procurement Manual.
- Site Development and Transit Amenity Criteria to be submitted for final approval to board at August, 2011 meeting.

**More Information:**

For additional information contact: - Rhonda Jalbert, Capital Infrastructure Project Manager, 208.846.8547 ext. 4217, [rjalbert@valleyregionaltransit.org](mailto:rjalbert@valleyregionaltransit.org)



## Memorandum

**TO:** VRT Board

**FROM:** Mary Barker, Service Development Manager - Transportation

**RE:** Planning Group Projects Update

**DATE:** May 11, 2011

### Summary:

#### **Service Change Coordination**

- Implementation of the Southwest Boise route has been postponed until at least mid-August. Planning staff is awaiting action by the Boise City Council before continuing work on the project.
- Planning staff is working on final schedule, route, and stop details for the Franklin Corridor route in Caldwell. Marketing materials are being developed. The route is scheduled to begin service the first week of June.
- Planning staff is conducting a ridership and route analysis of the Boise routes as part of the Boise budget development process.

#### **Interactive Web Map**

- Software development on 511 is in final stages. Testing will begin in June.
- VRT is in the final stages of testing route data on 511. Information should be live for customers this month.

#### **System Performance Analysis**

- No current projects.

#### **Mobility Planning**

- Planning staff has updated the transit map based on the input gathered. The outline for the final document is complete. A draft of the document is in progress.

#### **Grants**

- No current projects.

#### **TIP/STIP Process**

- Planning staff is participating in an RTAC sub-committee to work with ITD and other regional partners regarding bundling projects together in the TIP and STIP rather than list them independently.
- Planning staff is participating in the TMA and Urban balancing committees. VRT obtained \$450,000 in FY12

for a new facility in Canyon County. The funding was taken for an existing VRT bus purchase project and moved forward from Preliminary Development to FY12. VRT also obtained an additional \$27,000 for the BSU Park & Ride project.

**Staff Recommendation/Request:**           None

**Implication (policy and/or financial):**   None

**Highlights:**

- The Board voted to approve the Southwest route as presented pending approval by the Boise City Council.
- The Board approved funding for the 511 website system.
- The Board reviewed the initial Mobility Development Plan map.
- The Management Committee reviewed the updated Mobility Development Plan map.
- The Management Committee reviewed the schedule and map for the Franklin/Smeed Route.

**More Information:**

For additional information contact: - Mary Barker, Service Planning Manager, 863-0813, [mbarker@valleyregionaltransit.org](mailto:mbarker@valleyregionaltransit.org)



## Memorandum

**TO:** Board of Directors  
**FROM:** Bruce Sackron, Transportation Services Manager  
**RE:** Status Report, Transportation Projects  
**DATE:** May 6, 2011

**Summary:**

A status update for VRT Transportation Services and Customer Service

**Staff Recommendation/Request:**

For information only.

**Highlights:**

**Boise TMA Operations:**

**New Buses**

- Boise TMA new CNG fueled 35 and 40 foot intercounty buses:
  - Approved by the VRT Board of Directors in November 2010.
  - Final configuration with Gillig LLC completed April 1, 2011.
  - Pilot (prototype) Boise 35 foot and 40 foot buses due August 2011.
  - Remaining seven (7) 35 foot and two (2) 40 foot buses due March 2012.
  - The plan to move two retiring Boise buses to Nampa to allow the early return of a total of three leased buses may not be feasible. The plan required all 12 of the 9300 and 9700 buses to remain in operation. Bus 9302 lost its transmission, and a replacement has not yet been located; the transmission can be rebuilt only by the manufacturer.
  - Disposition of the additional eight (8) each 9700/35 foot buses being replaced has yet to be determined. They will likely either be sold strictly for parts or scrapped due to the fuel tank certifications expiring. The design of the buses makes it cost prohibitive to install new tanks in these buses that have well exceeded their useful life.
  - One 9700 series, currently out of service and being used for parts, will be submitted to the board for approval to sell or scrap in May.
  
- Boise ACCESS (Paratransit) CNG fueled cutaway buses:
  - Approved by the VRT Board in November 2010.
  - The eight (8) buses have been built by Goshen and are currently at the CNG conversion facility.
  - Anticipate delivery in Boise mid-June. Delivery delayed due to a shortage of fuel tanks.

- Disposition of ACCESS buses being replaced has not yet been determined. Likely options include a transfer of some to Nampa, the vehicle sharing pool, donation to non-profit organizations, sale or retain for periods when Boise has more demand than the number of vehicles available for paratransit use.
  - There are three (3) additional ACCESS buses that are beyond their useful life. The procurement to finish replacing these buses is awaiting the State of Good Repair Grant. These will be purchased using options on the same RFB as the eight currently on order. Currently plan on submitting these buses to the Board of Directors in July 2011.
- Procurements
    - Video surveillance systems for Boise buses. Estimate submittal to the Board of Directors in May or June.
    - Three position bike racks for new 35 and 40 foot Boise buses. Anticipate submittal in June.

### **Nampa UZA Operations:**

#### **New Buses:**

- Nampa UZA new CNG fueled 40 foot intercounty buses:
  - Approved by the Board of Directors in November 2010.
  - Final configuration with Gillig LLC was completed April 1, 2011.
  - Pilot (prototype) Nampa bus due August 2011.
  - Remaining six (6) buses due December 2011
  - Assuming no major schedule issues, will return one (1) leased bus in September 2011 and the remaining seven (7) in December 2011.
- Replacement of the remainder of the Nampa UZA fleet
  - Awaiting funding sources.

### **Vehicle Sharing:**

- Van donated by ACHD was received February 4. It is currently in service.
- Accessible Mini-vans:
  - Approved by the Management Committee February 2011.
  - The two (2) vans are expected in late May 2011.
  - A third van will be procured once funding is passed through to VRT from ITD.
  - A fourth van may be purchased for the Boise TMA ACCESS service as a demonstration project to compare longevity, operating costs, trip times and driver impressions versus a cutaway van.
- Procurements:
  - Vans for subsidized Van Pool, 3 each.

**Customer Service:**

- ACCESS Eligibility Determinations
  - Boise 13
  - Nampa/Caldwell 5
  - In person assessments 9
- Customer Service Call Volume:
  - Not available due to tracking computer failure
- Customer Feedback
  - 52 Service Desk reports
- NTD Surveys performed
  - 94
- Trip Planners
  - 0
- Projects:
  - Performing all Boise Paratransit eligibility certification and ACCESS Reservation calls.
  - Developing Customer Service FAQ page for ValleyRide web site.
  - Developing ACCESS FAQ for Customer Service staff.
  - Documenting Desk Reference Procedures and cross-training on all new processes for ACCESS eligibility certification.
  - Staff member attending ADA Eligibility Certification Training in May.
  - Documenting and cross-training on ACCESS Reservations in RouteMatch.
  - Continuing to process all bus pass requests and visiting pass sales outlets on a monthly basis.
  - Revising ACCESS Brochures.
  - Developing service and staffing requirements for Customer Service's support of current and planned Mobility Programs.

**More Information:**

For additional information contact: Bruce Sackron, Transportation Services Manager, 208-846-8547, ext 4226, [bsackron@valleyregionaltransit.com](mailto:bsackron@valleyregionaltransit.com)



## Memorandum

**TO:** VRT Board  
**FROM:** Mark Carnopis, Community Relations Manager  
**RE:** Marketing/Projects/Outreach Efforts Update  
**DATE:** May 9, 2011

### Summary:

This memo provides brief updates on current and upcoming marketing and outreach efforts.

### Highlights:

#### Websites

Several on-going projects:

- Downtown Multimodal Center – I am reorganizing the website to create an information page about this project.
- Mobility pages - I am working with an intern from AmeriCorps on updating our Valley Regional Transit website to include information about our mobility programs.
- I have started the development of an on-line resources page for our planned Community Resource Group.

#### May in Motion

This is an annual event organized by Commuteride and VRT to promote the use of alternative forms of transportation to single-occupant vehicle commutes. As of May 9, we have participating in three alternative transportation mini-fairs at several locations in Boise. Additional presentations are planned, including mini-fairs outside Boise City Hall and at the Health and Welfare offices at the Capitol Mall. We will also participate in the Idaho Green Expo, a two-day event to be held May 14-15 that will provide us with face-to-face contact with hundreds of people.

#### Youth Projects

Our final two youth projects are coming to an end.

- Youth Transportation Academy - this program began last September and involves students from the Frank Church High School and the Victory Academy in the Boise School District to help plan for and promote new ValleyRide bus service in Southwest Boise. The students made a presentation to the VRT Board on March 18th, and the panel approved the proposed route pending approval by the Boise City Council. The students presented to the Boise City Council on March 22nd and did a wonderful job. They also made a presentation at a WTS Scholarship Fund luncheon held May 5th. The Boise City Council is currently reviewing the proposal, and a decision is expected soon. The earliest the service could be implemented if approved by the Boise City Council is August 2011.
- My Ride Junior High Program - VRT staff worked with the (Boise) Mayor's Council on Children and Youth to set up a My Ride Junior High free bus ride program for junior high students at Fairmont, North, and South junior high schools. The program kicked off February 2nd and has been a success. School representatives indicated that they have

distributed more than half of the 300 passes given to the three schools (100 passes to each school). The high school students have produced videos that we can air at the schools (video announcements) and on our [www.valleyride.org](http://www.valleyride.org) website.

- My Ride Summer Ride program – I have started marketing the My Ride Junior High Program, which offers three-month passes to youth ages 6-18 for \$24. The passes are good for June, July, and August.

### **Mobility Projects**

- We are working with Drake Cooper, a Boise marketing/public affairs firm, on developing logos and marketing materials for our branding efforts for the new mobility projects, including the Vehicle Sharing, Volunteer Ride Reimbursement, and Canyon County vanpool programs.
- I also am working with Executive Director Kelli Fairless on an updated presentation on the Mobility Development Plan (MDP). This plan will be used for in community outreach efforts this summer and fall. We hope to incorporate video into the presentation.
- We have posted an on-line survey to gather input from the public on how they get around the Treasure Valley. Information from this survey will be used to fine-tune the final MDP proposal for approval.

### **Community Resource Group**

- The charter for the formation of this comprehensive advisory/advocacy group received final approval from the Regional Coordination Council on April 6. The charter had previously been approved by the VRT Management Committee and the VRT Board. Work is under way to develop an action plan and begin identifying and contacting potential participants. The plan is to have the panel work on its first project sometime in late summer.

### **More Information:**

For additional information contact: Mark Carnopis, Community Relations Manager, 208-846-8547 ext 4215; [mcarnopis@valleyregionaltransit.org](mailto:mcarnopis@valleyregionaltransit.org)