

Executive Board Meeting Agenda

November 07, 2022

11:00 AM

VRT Board Room – 700 NE 2nd Street – Meridian, Idaho

This is an in-person meeting. If you are unable to attend in person, you may participate via MTeams at

https://www.valleyregionaltransit.org/ExecutiveBoard_November2022

or by dialing in at 469-965-2358 Conference ID: 354 589 958#

- I. **Calling of the Roll** Chair Debbie Kling
- II. **Agenda Additions/Changes**
- III. **Consent Agenda**
Items on the Consent Agenda are Action Items and will be enacted by one motion. There will be no separate discussion on these items unless an Executive Board Member requests the item be removed from the Consent Agenda and placed under Action Items.
- A. ACTION - Regional Advisory Council Meeting Minutes September 20, 2022**
Pages 3-5 | Paula Cromie
The Executive Board is asked to consider acceptance of the minutes from the September 20, 2022, Regional Advisory Council meeting.
- B. ACTION: Regional Advisory Council By-Laws Update**
Pages 6-8 | Paula Cromie
The Executive Board is asked to consider approval of the update to the Regional Advisory Council (RAC) by-laws. The RAC made minor changes to wording and staff corrected clerical errors. The RAC approved these changes in May 2021, but staff missed bringing it to the executive board for approval.
- C. ACTION: Fire Suppression Services**
Pages 9-12 | Leslie Pedrosa
The Executive Board is asked to consider approval of RESOLUTION VEB22-015 and corresponding Authorization for Expenditure for a contract with Fire Services of Idaho for Fire Suppression Services.
- D. ACTION: Payment Register**
Pages 13-21 | Jason Jedry
The Executive Board will review and consider accepting the September 16, 2022 to October 15, 2022 payment register.
- IV. **Public Comments (Comments will be limited to no more than three (3) minutes).**
- V. **Executive Board - Action Items**
- VI. **Executive Board - Information Items**
- VII. **Department/Staff Reports**

A. INFORMATION: Department/Staff Reports

Pages 22-33 | Staff

The most current department/staff reports were included in the packet for information. Please take a moment to read through them as they contain updates and information from each department.

VIII. Executive Session

The Executive Board may convene into Executive Session at this time Pursuant to Idaho Code 74-206, identifying one or more of the specific paragraphs a) Personnel Hiring, b) Personnel Issues, c) Land Acquisition, d) Records Exempt from Public Disclosure, e) Trade Negotiations, f) Pending/Probable Litigation, i) Insurance Claims, j) Labor Contract, I.C. 74-206(1)

A. EXECUTIVE SESSION: Personnel Issue

Debbie Kling, Chair

Pursuant to Idaho Code 74-206 paragraph b) personnel issues, the Board of Directors will break into an executive session. No action will be taken during the session, but action may take place once the session has closed.

IX. Adjournment

Ø = Attachment

Agenda order is subject to change.

Next VRT Executive Board Meeting:

December 5, 2022

VRT Boardroom

700 NE 2nd Street

Meridian, ID 83642

Mission Statement: Valley Regional Transit's mission is to leverage, develop, provide, and manage transportation resources and to coordinate the effective and efficient delivery of comprehensive transportation choices to the region's citizens. (ValleyConnect 2.0 Plan approved 04/02/18)

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 258-2702 if an auxiliary aid is needed.



Regional Advisory Council Meeting Minutes

September 20, 2022 - 9:00 AM

VRT Board Room – 700 NE 2nd Street – Meridian, Idaho

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS
Susan Bradley	Lisa Brady	Kelli Badesheim, VRT
Jeremy Maxand	Randy Johnson	Mark Carnopis, VRT
Terri Lindenberg	Samantha Kenney	Paula Cromie, VRT
Mary Beth Nutting	Susan Manika	Jeanette Ezell, VRT
Deeann Solis	Lauren Noble	Kathleen Godfrey, VRT
Walter Steed		Jason Jedry, VRT
		Kaite Justice, VRT
		Lila Klopfenstein, COMPASS
		Rick Marks, VRT
		Nick Moran, VRT
		James Mundell, VRT
		Leslie Pedrosa, VRT
		Randy Reese, VRT
		Neva Resendez, VRT
		Jill Reyes, VRT
		Jason Rose, VRT
		Cameron Wells, VRT

Calling of the Roll - Chair Walter Steed called the meeting to order at 9:06. There was not a quorum when the meeting started. A quorum was achieved at 9:35. Action items were not approved until a quorum was present.

Agenda Additions/Changes - None

Public Comments - None

CONSENT AGENDA

ACTION: Regional Advisory Council Minutes from July 19, 2022, Meeting

Jeremy Maxand moved to approve the consent agenda as presented; Terri Lindenberg seconded. The motion passed unanimously.

ACTION ITEMS

ACTION: Regional Advisory Council Meeting Calendar for FY2023

Kelli Badesheim presented the proposed Regional Advisory Council meeting calendar for FY2023 and discussed the proposed change of moving the joint meeting with the executive board to February. The previously scheduled November meeting will move to the third Tuesday in November for FY2022.

Following discussion, Jeremy Maxand moved to approve the calendar as presented; Mary Beth Nutting seconded. The motion passed unanimously.

ACTION: Regional Advisory Council FY2023 Elections

Kelli Badesheim

Jeremy Maxand moved to nominate Walter Steed as chair and Mary Beth Nutting as co-chair; Susan Bradley seconded.

Both Walter and Mary Beth accepted the nomination.

An election was held, and both were unanimously voted to remain in office.

INFORMATION ITEMS

INFORMATION: On-Demand Transit Update

Leslie Pedrosa provided an update on the on-demand service in Canyon County. For 2023, there will not be an increase in hours for on-demand service in Canyon County. VRT is looking for ways to increase walking distance between stops (combine stops) to reduce the number of trips not being provided. Jeremy Maxand expressed concern about riders who are visually impaired or who use a wheelchair having to possibly navigate sidewalks, or lack of sidewalks, that are not ADA compliant if the walk distance is increased. Staff mentioned they will take his comments into consideration when planning changes.

INFORMATION: Operations Update

Leslie Pedrosa provided RAC members an informational memo in the packet with updates for the operations department and was available at the meeting to provide additional information. Currently VRT has 6 operating chargers; four 40' buses and one 35' bus in revenue service and seven 35' buses not in service.

INFORMATION: Reasonable Accommodation or Modification Procedures

During the last Regional Advisory Council meetings, the most current version of the Reasonable Accommodation or Modification Procedure was not included in the packet. Realizing the version included in the packet was not the final version, Leslie Pedrosa went through the final version with RAC members. The VRT Board approved the Reasonable Accommodation Policy at their August meeting. T

he final version of the procedures was included in this meeting packet for information. No action was taken.

INFORMATION: Annual Regional Advisory Council Orientation

Due to multiple members being absent during the meeting, this item was moved to the October meeting.

INFORMATION: Communications and Engagement Strategy

Jason Rose presented the draft FY23 Valley Regional Transit communications and engagement strategy. A copy of the presentation was included in the packet for reference.

DEPARTMENT/STAFF REPORTS

INFORMATION: Department/Staff Reports

The most current department/staff reports were included in the packet for information.

Adjournment – Jeremy Maxand moved to adjourn; Terri Lindenberg seconded. The motion passed unanimously. The meeting was adjourned at 10:20.

Next Regional Advisory Council Meeting:
October 18, 2022

VRT Boardroom
700 NE 2nd Street
Meridian, ID 83642

Item III. A.

REGIONAL ADVISORY COUNCIL BYLAWS

ARTICLE I

NAME AND PURPOSE

The name of this committee shall be the Regional Advisory Council (RAC) of Valley Regional Transit (VRT) (formerly the Regional Coordination Council). The RAC supports the VRT governance process by advising the Valley Regional Transit Board of Directors (VRT Board) through a forum for customers, transportation and human service providers and advocates centered on sharing information and collaborating on mobility issues.

ARTICLE II

COMPOSITION AND APPOINTMENTS

1. The members of the RAC shall be composed of key representatives from customers, providers, and advocates.
2. A quorum shall consist of the presence of a simple majority of the sum of the votes of qualified RAC members at the time of the meeting. Presence may be established by physical attendance at the meeting or by attendance via telephone, internet, or other remote technologies. All meetings must occur in a physical place to allow public attendance.
3. New members shall apply through an application process, with applications being reviewed and approved for nomination by RAC officers. Once approved by the RAC, a recommendation for appointment would be forwarded to the Executive Board for approval.
4. Members serve a term of three years. Members may serve more than one consecutive term.
5. Notice of open positions shall be posted on VRT website/social media and distributed to private, public and nonprofit organizations serving the region.
6. If a member has four (4) absences in any 12-month period, a "notice of member inactivity" will be sent to the member. An attempt by email and phone will be made to encourage the member to attend meetings, but if the attempt is unsuccessful, the member will be removed from the Council and the application process will be followed to recruit a new member. The vote of the terminated member shall not be considered in determining a quorum.

ARTICLE III

DUTIES

1. The RAC shall have responsibility in the development and review of the Transportation Service Coordination Plan for Ada and Canyon counties. Recommendations concerning the coordination plan shall be submitted to the VRT Board for final action.
2. The RAC shall have responsibility in advising or recommending to the VRT Board prioritized projects for funding. Recommendations concerning the prioritization of projects shall be submitted to the VRT Board for final action.
3. The RAC shall have responsibility in the formulation and review of policies, services, and programs that affect the groups represented on the RAC. Advisory recommendations on policies, services, and programs shall be submitted to the VRT Board for final action.

ARTICLE IV

ORGANIZATION

1. Voting members of the RAC shall elect a chair and vice-chair at their September meeting every even numbered year. The chair and vice-chair can serve one or more subsequent terms.
2. The chair will be responsible to conduct the meetings. The vice-chair would conduct the meetings in the absence of the chair.
3. An officer can be removed by a majority vote of the RAC members.
4. In the event an officer resigns mid-term, the RAC members would vote for a new officer at the next regularly scheduled meeting.
5. VRT serves as the staff support for the RAC.
6. Subcommittees may be established by majority action of the RAC members.

ARTICLE V

MEETINGS

1. The RAC shall meet at regularly scheduled meetings every month except July and August.
2. The time and place of meetings shall be established by the RAC at a regularly scheduled meeting each year.
3. VRT staff shall give notice of all meetings to all members reasonably in advance of a called meeting. All meetings shall be open to the public.

ARTICLE VI

AMENDMENTS TO BY-LAWS

These Bylaws may be amended at any meeting of the VRT Board where a quorum has been established and by a majority vote of members present, provided at least thirty (30) day notice in writing to members of the VRT Board has been given of the intention to amend and specifying the proposed amendments.

Adopted the 7th day of November, 2022

By: _____

Chair of Valley Regional Transit

Date: November 7, 2022

By: _____

Executive Director

Date: November 7, 2022

AUTHORIZATION FOR EXPENDITURE EXECUTIVE BOARD

PROCUREMENT DESCRIPTION: Fire Suppression Services

TOTAL COST: Not to exceed \$190,000 over five (5) year contract

PURPOSE/ACTION: VRT needs to ensure a contractor is in place for the fire suppression system in compressed natural gas (CNG) buses for system reliability, with certified professional, to insure a state of good repair.

SCOPE OF WORK: The contractor will have certified personnel available to complete timely inspections and repairs on the fire suppression systems on CNG buses, as recommended by the manufacturer's maintenance schedule and the National Fire Protection Association (NFPA).

DISCUSSION: The NFPA provides guidelines for fire suppression system components and an overall assessment for any physical damage. The NFPA standards also require complete system maintenance at least every six months. NFPA provides guidelines for performing this semiannual maintenance.

Fire suppression systems are the first line of defense against transit bus equipment fires. To ensure fire suppression systems work as intended, regular maintenance is required. With a contractor performing semiannual maintenance, if any component reveals an issue, the component will undergo testing to determine if a repair or complete replacement is required.

ALTERNATIVES: Following manufacturer's maintenance schedule and NFPA guidelines for fire suppression equipment on CNG buses will keep buses in good working condition as long as possible. Not following manufacturer's maintenance schedule and NFPA guidelines for this equipment will not allow the system to function as intended for the lifespan of the system.

FISCAL IMPACT: The expenditures for services were included in the fiscal year 2023 budget, Resolution VBD22-021 as approved by the Board of Directors on August 1, 2022. VRT will ensure these expenditures continue to be included in the operating budget each fiscal year.

RECOMMENDATION/JUSTIFICATION: VRT staff followed federal procurement guidelines and VRT's policy for procuring services. VRT staff recommends the VRT Executive Board approve Resolution VEB22-015 and award the contract to Fire Services of Idaho and authorize the Executive Director finalize and execute a contract. Fire Services of Idaho was determined to be the most responsive, responsible bidder.

ORDER OF REVIEW

CHIEF EXECUTIVE OFFICER (Approves procurements up to \$49, 999)

Signature: _____

Date Approved: _____

EXECUTIVE BOARD (Approves procurements \$50,000 up to \$199,999)

Signature: _____

Date Approved: 11/7/2022

Resolution Number: VEB22-015

Item III. C.

VRT BOARD (Approves procurements \$200,000 and over)

Signature: _____

Date Approved:

Resolution Number:

EXECUTIVE BOARD RESOLUTION

FIRE SUPPRESSION SERVICES RESOLUTION VEB22-015

BY THE EXECUTIVE BOARD OF VALLEY REGIONAL TRANSIT APPROVING THE FIRE SUPPRESSION SERVICES CONTRACT FOR COMPRESSED NATURAL GAS BUSES WITH FIRE SERVICES OF IDAHO:

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, 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, Valley Regional Transit owns compressed natural gas buses that have fire suppression equipment installed, that need to follow a maintenance program to ensure system reliability and a state of good repair; and

WHEREAS, Valley Regional Transit will ensure the maintenance program for fire suppression equipment follows the recommendations and standards provided by the manufacturer(s) and the National Fire Protection Association; and

WHEREAS, Valley Regional Transit requires a certified professional to complete tasks included in the maintenance program for fire suppression equipment that include timely inspections, on-call repair service and access to replacement parts; and

WHEREAS, the Valley Regional Transit staff completed a competitive procurement process through a Request for Bid as required in the VRT Procurement Policies adopted by the Valley Regional Transit Board of Directors by Resolution VBD17-003 on 01/09/17 and updated by Resolution VBD17-022 on 09/25/17, and in compliance with all local and FTA requirements; and

WHEREAS, Valley Regional Transit included the expenditures for this service in the fiscal year 2023 budget, Resolution VBD22-021 as approved by the VRT Board of Directors on August 1, 2022; and

VEB22-015

WHEREAS, Valley Regional Transit will ensure expenditures for these services will continue to be included in annual operating budgets for board approval; 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; and

WHEREAS, the Board of Valley Regional Transit has created an Executive Board, conferring specific authority upon it to discharge its powers, pursuant to Resolution VBD11-011; and

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

Section 1. That the Executive Board of Valley Regional Transit approve the contract with Fire Services of Idaho for fire suppression services in compressed natural gas buses for up to five (5) years, not to exceed \$190,000.

Section 2. That the Executive Board delegates the authority to the Executive Director to finalize and execute the agreement.

Section 3. That this Resolution shall be in full force and effective immediately upon its adoption by the Executive Board of Valley Regional Transit and its approval by the Board Chair.

ADOPTED by the Executive Board of Valley Regional Transit this 7th day of November 2022.

APPROVED by the Executive Board Chair this 7th day of November 2022.

ATTEST:

APPROVED:

EXECUTIVE ASSISTANT

CHAIR OF EXECUTIVE BOARD



TOPIC	September 16, 2022 to October 15, 2022 Payment Register
DATE	November 7, 2022
STAFF MEMBER	Jason Jedry

Staff Recommendation/Request

The Executive Board will review and consider accepting the September 16, 2022 to October 15, 2022 payment register.

Summary

Attached to this memo is the list of bills that were presented, showing to whom payable, for what services or materials, the amount claimed and the amount allowed. The list shall be signed by the Executive Board Chair and attested by the Secretary.

More Information

Attachments:

Payment Register - September 16, 2022 to October 15, 2022

For detailed information contact: Jason Jedry, Chief Financial Officer, 208-258-2709, jjedry@valleyregionaltransit.org

Payment Register 09/16/2022 - 10/15/2022

<u>Vendor Name</u>	<u>Pymnt Date</u>	<u>Check Number</u>	<u>Amount</u>	<u>Invoice Description</u>
A E S Inc	9/26/2022	ACH	\$992.00	Temp Wages
Access Idaho-26682	9/26/2022	56906	\$149.00	DLR Search
Ace Emissions	9/26/2022	ACH	\$20.00	Emission Test
Ace Emissions	9/26/2022	ACH	\$20.00	Emission Test
Ace Emissions	10/10/2022	ACH	\$25.00	Emission Test
AdaRide.Com, LLC	10/10/2022	ACH	\$1,470.00	Paratransit services
AdaRide.Com, LLC	10/10/2022	ACH	\$671.00	Paratransit Eligibility
Agnew Beck Consulting, Inc.	9/26/2022	ACH	\$2,118.75	Consulting for CityGo
Agnew Beck Consulting, Inc.	9/26/2022	ACH	\$4,921.25	Consulting CityGo
Agnew Beck Consulting, Inc.	9/26/2022	ACH	\$812.50	CityGo Consulting/meetings
Alexander Clark Printing	9/26/2022	56907	\$126.95	Business Cards
Alignment Specialists NW LLC	9/26/2022	ACH	\$175.00	Alignment N335
Alternative Hose	10/10/2022	56928	\$204.62	Special Made Hose
American Mechanical Corp	9/26/2022	ACH	\$362.50	Thermostat Replacement
APTA	10/5/2022	56927	\$2,600.00	Stephen/Joe Reg Fee's
ATS Inland NW	9/26/2022	ACH	\$396.00	Alarm maintenance
Automotive Servce Equip	10/10/2022	ACH	\$219.60	A/C Service & Repair
Automotive Servce Equip	10/10/2022	ACH	\$2,250.00	Annual Lift Inspection
Avero, LLC	10/10/2022	ACH	\$4,160.00	ERP Consulting/prj mgmt
A-Z Bus Sales, Inc	9/26/2022	ACH	\$99.68	Parts
A-Z Bus Sales, Inc	9/26/2022	ACH	\$86.49	Drier
A-Z Bus Sales, Inc	10/10/2022	ACH	\$550.45	Module Board, N1512
A-Z Bus Sales, Inc	10/10/2022	ACH	\$79.70	This is not a step decal
A-Z Bus Sales, Inc	10/10/2022	ACH	\$265.95	Stop-Turn Signal Separator
A-Z Bus Sales, Inc	10/10/2022	ACH	\$79.70	This is not a step decals
BADESHEIM, KELLI	10/5/2022	ACH	\$169.85	APTA Conf Per Diem
Black Signs of Idaho, Inc.	10/10/2022	ACH	\$50.00	Rental Sign Back for Banners
Boise City Utility Billing	9/26/2022	56908	\$387.62	Trash/recycling
Boise City Utility Billing	10/10/2022	56929	\$814.00	Trash/recycle/sewer
Boise Community Radio Project	10/10/2022	ACH	\$80.00	radio ads
Boise Community Radio Project	10/10/2022	ACH	\$470.00	radio ads
Boise Municipal Health Care Trust	10/10/2022	ACH	\$58,109.45	Medical/dental
Boise Peterbilt	9/26/2022	ACH	\$447.42	Inventory Parts
Boise Peterbilt	9/26/2022	ACH	\$293.40	Inventory Parts
Boise State Public Radio	9/26/2022	ACH	\$2,333.33	Radio Ads
Boise State Public Radio	10/10/2022	ACH	\$2,150.00	Radio ads
Bolen's Control House Inc.	10/10/2022	ACH	\$68.57	RADIO PARTS/ACCESSORIE
Brady Industries of Nevada, LLC	9/26/2022	ACH	\$504.75	Janitorial Supplies
BRADY, LISA	10/10/2022	ACH	\$226.00	Reimb Storage
Brink's Incorporated	9/26/2022	ACH	\$437.62	Armored car services
Brink's Incorporated	9/26/2022	ACH	\$70.92	Armored car services
Career Uniforms Partners	9/26/2022	ACH	\$71.45	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$177.55	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$47.90	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$238.50	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$195.90	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$254.80	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$139.50	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$133.35	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$133.70	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$71.85	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$135.55	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$188.60	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$47.60	Uniforms
Career Uniforms Partners	9/26/2022	ACH	\$44.90	Uniforms
Career Uniforms Partners	10/10/2022	ACH	\$29.95	Uniforms
Career Uniforms Partners	10/10/2022	ACH	\$229.42	Uniforms
Career Uniforms Partners	10/10/2022	ACH	\$129.60	Uniforms
CARNOPI, MARK	10/10/2022	ACH	\$147.97	Reimb Emp misc exp.
Catapult3, Inc.	9/26/2022	ACH	\$600.00	SIGNAGE INSTALLATION
Catapult3, Inc.	9/26/2022	ACH	\$750.00	SIGNAGE INSTALLATION
Catapult3, Inc.	9/26/2022	ACH	\$26,600.00	SIGNAGE INSTALLATION
Century Link	9/26/2022	56909	\$176.04	Servcies 9/16-10/15
Century Link	10/10/2022	56930	\$344.07	Telecom Services 9/25-10/24
Century Link	10/10/2022	56930	\$257.05	Services 9/22-10/21
Century Link	10/10/2022	56930	\$69.56	Services 9/22-10/21
Century Link	10/10/2022	56930	\$26.00	Telecom Services 10/1-10/31

Century Link	10/10/2022	56930	\$336.09 Telecom Services 9/25-10/24
Christensen, Inc	9/26/2022	ACH	\$5,836.05 Fuel
Christensen, Inc	9/26/2022	ACH	\$2,884.20 Engine Oil
Church of the Harvest	9/26/2022	ACH	\$6,531.02 Acquisition of services
Church of the Harvest	10/10/2022	ACH	\$6,512.45 Acquisition of services
City of Boise Print & Mail Services	9/26/2022	56910	\$2,210.59 DVIR Printing
City of Caldwell Water Department	10/10/2022	56931	\$335.98 Water/sewer
City of Caldwell Water Department	10/10/2022	56931	\$114.64 Water 8/24-9/23
Clean Energy	9/26/2022	ACH	\$11,399.61 Natural Gas 8/1 - 8/31/2022
Clean Energy	10/10/2022	ACH	\$10,451.05 Natural Gas - 9/1 - 9/30/2022
COE, MICHAEL	10/10/2022	56932	\$103.12 Employee Reimbursement - Shoes
Colonial Life	10/10/2022	ACH	\$47.77 premium
Commercial Tire, Inc.	9/26/2022	ACH	\$203.60 tire issues
Commercial Tire, Inc.	9/26/2022	ACH	\$15.08 Tires
Commercial Tire, Inc.	9/26/2022	ACH	\$15.08 Tires
Commercial Tire, Inc.	9/26/2022	ACH	\$1,537.38 Tires
Commercial Tire, Inc.	9/26/2022	ACH	\$1,614.78 Tires
Commercial Tire, Inc.	9/26/2022	ACH	\$370.34 Lube service/DOT inspection
Commercial Tire, Inc.	9/26/2022	ACH	\$94.05 Lube service preventive maintenance
Commercial Tire, Inc.	9/26/2022	ACH	\$90.50 Lube Service/preventive maintenance ck
Commercial Tire, Inc.	9/26/2022	ACH	\$406.90 General tire maintenance
Commercial Tire, Inc.	9/26/2022	ACH	\$123.60 PM Inspection/lube service
Commercial Tire, Inc.	9/26/2022	ACH	\$841.08 Tires
Commercial Tire, Inc.	9/26/2022	ACH	\$152.00 Lube & PM check
Commercial Tire, Inc.	9/26/2022	ACH	\$443.95 Lube service, PM ck, rear brk
Commercial Tire, Inc.	9/26/2022	ACH	\$156.00 lube service, PM service
Commercial Tire, Inc.	9/26/2022	ACH	\$580.44 Tires N332
Commercial Tire, Inc.	9/26/2022	ACH	\$681.81 Tires N2511
Commercial Tire, Inc.	9/26/2022	ACH	\$454.54 Tires - N2513
Commercial Tire, Inc.	9/26/2022	ACH	\$454.54 Tires
Commercial Tire, Inc.	9/26/2022	ACH	\$270.00 Tires
Commercial Tire, Inc.	9/26/2022	ACH	\$1,205.01 Lube service FS TFORCE CV
Commercial Tire, Inc.	9/26/2022	ACH	\$1,936.17 Tires & Rotors
Commercial Tire, Inc.	9/26/2022	ACH	\$459.80 Tires
Commercial Tire, Inc.	9/26/2022	ACH	\$1,537.38 Tires N612
Commercial Tire, Inc.	9/26/2022	ACH	\$1,537.38 Tires N611
Commercial Tire, Inc.	9/26/2022	ACH	\$686.46 Lube/breaks
Commercial Tire, Inc.	9/26/2022	ACH	\$7.93 Replace RR Tail Turn bulb
Commercial Tire, Inc.	10/10/2022	ACH	\$167.60 PM Inspection/lube service
Commercial Tire, Inc.	10/10/2022	ACH	\$77.95 Lube service
Commercial Tire, Inc.	10/10/2022	ACH	\$99.95 Tires
Commercial Tire, Inc.	10/10/2022	ACH	\$32.00 Tire Change N614
Commercial Tire, Inc.	10/10/2022	ACH	\$27.90 Tires
Commercial Tire, Inc.	10/10/2022	ACH	\$15.08 Tires
Commercial Tire, Inc.	10/10/2022	ACH	\$15.08 Tires
Commercial Tire, Inc.	10/10/2022	ACH	\$368.52 air cond. Service/air filter
Commercial Tire, Inc.	10/10/2022	ACH	\$830.43 Lube service/misc vehicle repairs
Commercial Tire, Inc.	10/10/2022	ACH	\$4,735.94 Lube service, PM serv/tires
Commercial Tire, Inc.	10/10/2022	ACH	\$722.40 Tires N614
Creative Bus Sales	10/10/2022	ACH	\$114.78 Bus Parts
CROSSLAND, BRIAN LEE	9/26/2022	ACH	\$15.00 CDL Test Reimbursement
CROSSLAND, BRIAN LEE	9/26/2022	ACH	\$140.00 CDL Skills Test Reimbursement
CROSSLAND, BRIAN LEE	9/26/2022	ACH	\$21.60 Drivers License Reimbursement
Cummins Rocky Mountain, LLC	10/10/2022	ACH	\$4,029.77 Inventory Parts
Cummins Rocky Mountain, LLC	10/10/2022	ACH	\$2,991.71 ECM
Curtis Clean Sweep	9/26/2022	ACH	\$304.00 Obliterate pavement markings
Curtis Clean Sweep	9/26/2022	ACH	\$597.32 Obliterate pavement markings
Curtis Clean Sweep	9/26/2022	ACH	\$997.09 Green paint Main & Fairview
Curtis Clean Sweep	9/26/2022	ACH	\$220.00 Sweep & Detail Boise Transit Garage
CURTIS, JODI	10/10/2022	56933	\$50.00 Emp Reimb Cell - Oct
Custom Care Pest Services	10/10/2022	ACH	\$95.00 Pest Services- Sept
DARRAH KYLEA	10/10/2022	56934	\$48.76 Reimburse - Uniform Pants
DARRAH KYLEA	10/10/2022	56934	\$76.58 Reimbursement - Uniform Shoes
Day Wireless Systesm	9/26/2022	ACH	\$7,159.56 Communications - Squaw Butte Site Rent
Delorrock, Inc.	9/26/2022	ACH	\$6,800.00 Capital Project Fare pymnt system
Delorrock, Inc.	9/26/2022	ACH	\$1,200.00 UMO Monthly Trans. Fee's
Dell Marketing LP	9/26/2022	56911	\$7,244.00 Laptops
Dell Marketing LP	9/26/2022	56911	\$1,162.00 Dell Mobile Precision Workstation
Dell Marketing LP	9/30/2022	ACH	\$4,375.00 HW
Dell Marketing LP	10/10/2022	ACH	\$11,356.00 Replacement HW

Dell Marketing LP	10/10/2022	ACH	(\$4,375.00) Credit Memo
Dell Marketing LP	10/10/2022	ACH	(\$3,676.00) Credit Memo
Derrick Personette	9/26/2022	56912	\$1,350.00 Training new service tech
Discountcell, Inc	9/26/2022	56913	\$12,507.75 Renewal NetCloud/Cradlepoint
DMC Sales	10/10/2022	ACH	\$114.08 Vehicle
Dwaine S Lee, LLC	10/10/2022	ACH	\$288.75 Towing Service
Dwaine S Lee, LLC	10/10/2022	ACH	\$374.00 Towing Service N615
Dwaine S Lee, LLC	10/10/2022	ACH	\$467.50 Towing Service N332
EADS, ERIN	10/10/2022	ACH	\$150.00 Shoe Reimbursement
Ecolube Recovery, LLC.	9/26/2022	ACH	\$90.00 Parts Wash Monthly Lease
EISENBERG, GREGG	10/10/2022	ACH	\$25.00 Inventory Parts
EISENBERG, GREGG	9/26/2022	ACH	\$3,383.82 Recruiting Ads - Reimbursement
EISENBERG, GREGG	9/26/2022	ACH	\$190.67 Team Bus Reimbursement - DK Donuts
EISENBERG, GREGG	10/10/2022	ACH	\$50.00 Reimb Cell - Oct
Elam & Burke P.A.	9/26/2022	ACH	\$682.69 Legal Services
ESP Printing & Mailing, Inc.	10/10/2022	ACH	\$248.69 Printing/Binding Service
Everbase Solutions LLC	9/26/2022	ACH	\$450.00 Vault Rm Camera Replacement
Everbase Solutions LLC	9/26/2022	ACH	\$645.00 Installation o Cameras
Everbase Solutions LLC	9/26/2022	ACH	\$3,270.00 Installation of Cameras
Everbase Solutions LLC	9/26/2022	ACH	\$3,020.00 Installation of Cameras
Everbase Solutions LLC	9/26/2022	ACH	\$2,435.00 Installation of Cameras
Everbase Solutions LLC	10/10/2022	ACH	\$157.50 Orchard - Camera Programming
Everbase Solutions LLC	10/10/2022	ACH	\$382.50 Orchard - Multiple Cameras Offline
Eyemart Express LTD	10/10/2022	56935	\$124.00 Safety Glasses Voucher
Factory Motor Parts Co	9/26/2022	56914	\$24.16 Wiper Blades
Factory Motor Parts Co	9/26/2022	56914	\$52.19 Filters
Factory Motor Parts Co	9/26/2022	56914	\$30.44 Wiper Blades
Factory Motor Parts Co	10/10/2022	56936	\$58.08 Brake Clean
FASTENAL	9/26/2022	ACH	\$65.59 Shop Supplies
FASTENAL	9/26/2022	ACH	\$137.93 Shop Supplies
Fastsigns Boise	10/10/2022	56937	\$1,223.72 Decals for e-bikes
FireXpert, Inc	10/10/2022	ACH	\$1,084.60 Fire System
FireXpert, Inc	10/10/2022	ACH	\$547.84 Fire System
First Transit	10/10/2022	ACH	\$128,446.89 Mgmt fee/BIPD/wkr comp
Fleet Services	10/11/2022	ACH	\$1,652.60 Fuel
Fleet Services	10/11/2022	ACH	\$614.95 Fuel
FLICK, MELISSA JOYCE	10/10/2022	ACH	\$45.87 CDL Permit Reimbursement
FLICK, MELISSA JOYCE	10/10/2022	ACH	\$140.00 CDL Driving Skills Test
FORD, KIM	9/26/2022	ACH	\$212.78 Clothing Reimbursement
FORD, KIM	9/26/2022	ACH	\$150.00 Shoe Reimbursement
Gem State Paper & Supply	9/26/2022	ACH	\$18.04 Shop Supplies
Gem State Paper & Supply	9/26/2022	ACH	\$376.24 Shop Supplies
Gem State Paper & Supply	10/10/2022	ACH	\$65.45 Shop Supplies
Gillig, LLC	9/26/2022	ACH	\$781.90 Vehicle
Gillig, LLC	9/26/2022	ACH	\$6,484.00 Vehicle
Gillig, LLC	9/26/2022	ACH	\$561.09 Vehicle
Gillig, LLC	9/26/2022	ACH	\$2,651.78 Vehicle
Gillig, LLC	9/26/2022	ACH	\$45.34 Vehicle
Gillig, LLC	9/26/2022	ACH	\$2,666.24 Vehicle
Gillig, LLC	9/26/2022	ACH	\$415.06 Vehicle
Gillig, LLC	9/26/2022	ACH	\$448.09 Vehicle
Gillig, LLC	9/26/2022	ACH	\$107.50 Wiper Blades
Gillig, LLC	9/26/2022	ACH	\$905.31 Pressure Regulator - Stock
Gillig, LLC	9/26/2022	ACH	\$172.32 Relay Valve N616
Gillig, LLC	9/26/2022	ACH	\$579.58 Mirror Motor Asm , Gasket N611
Gillig, LLC	10/10/2022	ACH	\$693.11 Vehicle
Gillig, LLC	10/10/2022	ACH	\$693.11 Vehicle
Gillig, LLC	10/10/2022	ACH	\$472.83 Vehicle
Gillig, LLC	10/10/2022	ACH	\$443.56 Vehicle
Gillig, LLC	10/10/2022	ACH	\$205.52 Vehicle
Gillig, LLC	10/10/2022	ACH	\$80.08 Vehicle
Gillig, LLC	10/10/2022	ACH	\$373.10 3 Point Seatbelt N613
Gillig, LLC	10/10/2022	ACH	\$1,417.67 Vehicle
Gillig, LLC	10/10/2022	ACH	\$942.69 Mirror Curbside
Gillig, LLC	10/10/2022	ACH	\$942.69 Mirror Curbside
GIOVINGO, JAMES	10/10/2022	ACH	\$127.19 Shoe Reimbursement
Glass Doctor	9/26/2022	ACH	\$50.74 Welding Gloves
Grainger Inc	10/10/2022	ACH	\$134.04 Leak Detector - Shop
Grainger Inc	10/10/2022	ACH	\$61.72 Inventory Parts
Grainger Inc	10/10/2022	ACH	\$95.06 Magnetic Strip

Grainger Inc	10/10/2022	ACH	\$198.78 Toilet Paper, Paper Towels
Greater Boise Auditorium District	9/29/2022	ACH	\$300.00 Fee for Grove Plaza
Grover Electric & Plumbing	9/26/2022	56915	\$13.12 Shop Supplies
Grover Electric & Plumbing	9/26/2022	56915	\$131.92 Ballast - HDTC
Grover Electric & Plumbing	9/26/2022	56915	\$85.24 Fluorescent Lights and Ballast HDTC
GUENTHER, JOSEPH	10/5/2022	ACH	\$197.50 Conf Per Diem
HASSAN, DEANNA	10/10/2022	ACH	\$50.00 Reimb Cell Oct
Hawley Troxel Ennis & Hawley	10/10/2022	ACH	\$145.00 Legal Services - DOL Contract
Hawley Troxel Ennis & Hawley	10/10/2022	ACH	\$954.00 Legal Services
HDR Engineering, Inc	10/10/2022	ACH	\$9,175.00 State St. Corridor project
Hi - Line	9/26/2022	ACH	\$238.36 Department Supplies
Hi - Line	9/26/2022	ACH	\$383.74 Non Stock Bus Parts
Hi - Line	9/26/2022	ACH	\$15.80 O-Rings
HUNT, STEPHEN	10/5/2022	ACH	\$197.50 Travel - PerDiem
IBI Group Professional Services Inc.	10/10/2022	ACH	\$85,008.51 Bus stop typology PM
ICRMP	9/26/2022	56916	\$58,726.00 Insurance Billing
Idaho Power	9/26/2022	56917	\$888.99 Utilities 8/8-9/11
Idaho Power	9/26/2022	56917	\$2,062.39 Utilities 0813-9/13
Idaho Power	10/10/2022	56938	\$11,617.62 Utilities
Idaho Power	10/10/2022	56938	\$1,537.72 Utilities 9/2-9/30
Idaho Power	10/10/2022	56938	\$16.34 Utilities 8/26-9/26
Idaho Records Management, LLC	9/26/2022	ACH	\$40.00 Services
Idaho Records Management, LLC	9/26/2022	ACH	\$40.00 Services
Impact Home Services	10/10/2022	ACH	\$189.00 Pest Control Services
IntelePeer Holdings, Inc	10/10/2022	ACH	\$1,307.06 SIP Services
Intermountain Gas	9/26/2022	ACH	\$14.53 Utilities 8/12-9/12
Intermountain Gas	9/26/2022	ACH	\$33.52 Utilities 8/12-9/11
Intermountain Gas	10/10/2022	ACH	\$9.79 Utilities 9/8-10/5
Intermountain Gas	10/10/2022	ACH	\$11.37 Utilities 9/8-10/5
Intermountain Gas	10/10/2022	ACH	\$23,190.51 Utilities
Intermountain Gas	10/10/2022	ACH	\$27.18 Utilities 8/30-9/28
Intermountain Gas	10/10/2022	ACH	\$9.79 Utilities 8/23-9/21
Intermountain Gas	10/10/2022	ACH	\$9.79 Utilities 8/24 - 9/22
Jacobs Engineering Group, Inc	9/26/2022	ACH	\$34,126.51 Orchard construction
Jacobs Engineering Group, Inc	9/26/2022	ACH	\$106.34 state st. NEPA & design
Jacobs Engineering Group, Inc	9/26/2022	ACH	\$52,132.78 Orchard facility project
Jacobs Engineering Group, Inc	10/10/2022	ACH	\$23,382.49 state st. NEPA & design
Jeremy Ricky	10/10/2022	ACH	\$64.00 Purchase Transportation
JIMENEZ, GABRIEL	9/26/2022	ACH	\$84.80 Employee Shoe Reimbursement
JoPaul & Sons LLC	9/26/2022	ACH	\$131.00 Vehicle washes
JoPaul & Sons LLC	9/26/2022	ACH	\$100.00 Vehicle washes
Karcher Auto Parts	9/26/2022	ACH	\$27.70 Exhaust Hangers
Karcher Auto Parts	9/26/2022	ACH	\$192.39 Tap & Die Set
Karcher Auto Parts	9/26/2022	ACH	\$38.14 Exhaust Hangers & Clamps
Karcher Auto Parts	9/26/2022	ACH	\$54.52 Oil Filters
Karcher Auto Parts	10/10/2022	ACH	\$27.70 Exhaust Hangers - Stock
Karcher Auto Parts	10/10/2022	ACH	\$113.90 Super Clean
Karcher Auto Parts	10/10/2022	ACH	\$51.42 Pig Barrel Topmats
Karcher Auto Parts	10/10/2022	ACH	\$214.04 Air Intake Hose N334
Karcher Auto Parts	10/10/2022	ACH	\$54.52 Oil Filters - Stock
Karcher Auto Parts	10/10/2022	ACH	\$39.31 Fluid Extractor
Kenworth Sales	9/26/2022	ACH	\$123.98 Inventory Parts
Kenworth Sales	9/26/2022	ACH	\$288.70 Inventory Parts
Kenworth Sales	9/26/2022	ACH	\$206.88 Inventory Parts
Kenworth Sales	9/26/2022	ACH	\$334.71 Inventory Parts
Kenworth Sales	9/26/2022	ACH	\$67.20 Rocker Lever
Kenworth Sales	9/26/2022	ACH	\$350.00 Tensioner Belt
Kenworth Sales	9/26/2022	ACH	\$201.84 Belts
Kenworth Sales	10/10/2022	ACH	\$986.68 Inventory Parts
Kenworth Sales	10/10/2022	ACH	\$19.08 Inventory Parts
Kenworth Sales	10/10/2022	ACH	\$194.23 Inventory Parts
Kenworth Sales	10/10/2022	ACH	\$242.96 Inventory Parts
Kenworth Sales	10/10/2022	ACH	\$713.03 Oil Pan, Oil Pan Gasket N616
Kenworth Sales	10/10/2022	ACH	\$529.89 Fan Support N616
Kenworth Sales	10/10/2022	ACH	\$12.33 Gaskets - Stock
KING, ANDY	9/26/2022	56918	\$63.07 Employee Reimbursement - Shoes
KRONENBITTER, FRANK	10/10/2022	ACH	\$50.00 Reimb Cell - Oct
KROUPA, KRISTINA	10/10/2022	ACH	\$233.72 Run Cut Snacks Reimbursement
KROUPA, KRISTINA	10/10/2022	ACH	\$50.00 Reimb Emp Cell - Oct
Kuna Senior Citizen Inc	10/10/2022	ACH	\$3,388.75 Acquisition of Services

LifeMap Assurance Co	10/10/2022	ACH	\$1,820.06 Premiums
Lithia Motors Payment Processing	9/26/2022	ACH	\$3,686.97 Inventory Parts
Lithia Motors Payment Processing	9/26/2022	ACH	\$254.51 Inventory Parts
Lithia Motors Payment Processing	9/26/2022	ACH	\$155.80 Inventory Parts
Lithia Motors Payment Processing	9/26/2022	ACH	\$67.90 Brake Pads
Lithia Motors Payment Processing	9/26/2022	ACH	\$532.87 Tie Rods, Brake Pads
Lithia Motors Payment Processing	9/26/2022	ACH	\$17.52 Inventory Parts
Lithia Motors Payment Processing	9/26/2022	ACH	\$15.74 Relay
Lithia Motors Payment Processing	9/26/2022	ACH	\$52.09 Trans Filter
Lithia Motors Payment Processing	9/26/2022	ACH	\$333.85 Spark Plugs, Coils
Lithia Motors Payment Processing	9/26/2022	ACH	\$262.02 Calipers
Lithia Motors Payment Processing	9/26/2022	ACH	\$235.21 Inventory Parts
Lithia Motors Payment Processing	9/30/2022	ACH	\$35.00 Core Credit
Lithia Motors Payment Processing	9/30/2022	ACH	\$100.00 Core Credit
Lithia Motors Payment Processing	10/10/2022	ACH	\$68.14 Bearings
Lithia Motors Payment Processing	10/10/2022	ACH	\$44.41 Tensioner - N2511
Lithia Motors Payment Processing	10/10/2022	ACH	\$75.12 Tensioner N2511
Lithia Motors Payment Processing	10/10/2022	ACH	\$91.24 Bushings N2511
Lithia Motors Payment Processing	10/10/2022	ACH	\$224.64 Inventory Parts
Lithia Motors Payment Processing	10/10/2022	ACH	\$53.71 Turn Signal Switch N332
Lithia Motors Payment Processing	10/10/2022	ACH	\$0.59 Seal N334
Lithia Motors Payment Processing	10/10/2022	ACH	\$726.80 Inventory Parts
Lithia Motors Payment Processing	10/10/2022	ACH	\$571.34 Inventory Parts
Lotus Boise Corp	9/26/2022	ACH	\$700.00 Radio ad air-time
Lotus Boise Corp	9/26/2022	ACH	\$240.00 Radio ad air-time
Lotus Boise Corp	9/26/2022	ACH	\$300.00 Radio ad air-time
Lotus Boise Corp	9/26/2022	ACH	\$944.00 Radio ad air-time
Lotus Boise Corp	9/26/2022	ACH	\$300.00 Radio ad air-time
Lotus Boise Corp	9/26/2022	ACH	\$944.00 Radio ad air-time
Lowe's Home Improvement	9/26/2022	ACH	\$34.89 Shop Supplies
Lowe's Home Improvement	9/26/2022	ACH	\$9.48 Hose Bib Splitter
Lowe's Home Improvement	10/10/2022	ACH	\$21.36 Drill Bit Set
Lowe's Home Improvement	10/10/2022	ACH	\$22.68 Door Hinges
Lowe's Home Improvement	10/10/2022	ACH	\$6.62 Steel Corner Braces
Luke Stankovic	10/10/2022	ACH	\$1,470.00 Taxi scrip transportation
Lyft, Inc	9/26/2022	ACH	\$913.02 Transit Connections Passes
Lyft, Inc	9/26/2022	ACH	\$264.63 Late night rides
Mary M Johnson	9/26/2022	ACH	\$20.00 Battery decals
Mary M Johnson	9/26/2022	ACH	\$875.00 E-Bike decals
Master Rooter Serv Inc	9/26/2022	ACH	\$1,609.00 Plumbing Service
Master Rooter Serv Inc	9/26/2022	ACH	\$659.00 Sampling of Sump & Testing
Master Rooter Serv Inc	10/10/2022	ACH	\$1,309.00 Plumbing Service
MAXWELL, WILLIAM GORDON	9/26/2022	ACH	\$38.40 Reimb Cell - parial month
MAXWELL, WILLIAM GORDON	10/10/2022	ACH	\$50.00 Reimb Emp Cell - Emp
McGuire Bearing Company	9/26/2022	56919	\$119.59 Inventory Parts
MELANDER, MICHAEL	9/26/2022	ACH	\$140.00 CDL Skills Test Reimbursement
MELANDER, MICHAEL	10/10/2022	ACH	\$69.00 CDL Permit & Drivers License
Melba Valley Senior Center	10/10/2022	ACH	\$3,612.00 Acquisition of services
MENDEZ, JOE	10/10/2022	56939	\$149.28 Cold Weather Gear Reimbursement
MENDEZ, JOE	10/10/2022	56939	\$68.88 Shoe Reimbursement
Meridian Senior Center	10/10/2022	ACH	\$5,001.00 Acquisition of Services
Metro Community Services	9/26/2022	ACH	\$18,430.77 Acquisition of Services
Metro Community Services	10/10/2022	ACH	\$19,760.38 Acquisition of Services
MILLER, CHRISTOPHER A	10/10/2022	ACH	\$150.00 Shoe Reimbursement
Motion & Flow Control Products	9/26/2022	ACH	\$37.44 Hoses, O-Rings N617
Motion & Flow Control Products	9/26/2022	ACH	\$70.05 Hoses N617
Motion & Flow Control Products	10/10/2022	ACH	\$256.54 Inventory Parts
MultiCare Health System	9/26/2022	ACH	\$440.00 Drug Screens
MultiCare Health System	9/26/2022	ACH	\$35.00 Drug Testing
MultiCare Health System	9/26/2022	ACH	\$780.00 Drug Testing
Napa Auto Parts	9/26/2022	ACH	\$345.08 Vehicle Parts
Napa Auto Parts	9/26/2022	ACH	\$42.70 Inventory Parts
Napa Auto Parts	9/26/2022	ACH	\$75.48 Inventory Parts
Napa Auto Parts	9/26/2022	ACH	\$8.00 Inventory Parts
Napa Auto Parts	10/10/2022	ACH	\$113.54 Vehicle Parts
Napa Auto Parts	10/10/2022	ACH	\$319.70 Vehicle Parts
New Flyer Parts	9/26/2022	ACH	\$30.72 Inventory Parts
Norco Inc	9/26/2022	ACH	\$12.09 August Cylinder Rental
North American Bikeshare Assoc	10/10/2022	56940	\$1,100.00 Membership Dues- NABSA Annual
ODP Business Solutions, LLC	9/26/2022	56921	\$180.12 Office Supplies

ODP Business Solutions, LLC	9/26/2022	56921	\$222.37 OFFICE SUPPLIES
ODP Business Solutions, LLC	9/26/2022	56921	\$10.84 Office supplies
ODP Business Solutions, LLC	9/26/2022	56921	\$40.17 Office supplies
ODP Business Solutions, LLC	9/26/2022	56921	\$23.63 Office Supplies
ODP Business Solutions, LLC	9/26/2022	56921	\$104.25 Office Supplies
ODP Business Solutions, LLC	9/26/2022	56921	\$55.97 Office Supplies
ODP Business Solutions, LLC	9/26/2022	56921	\$33.80 Office Supplies
ODP Business Solutions, LLC	9/26/2022	56921	\$45.06 Office Supplies
ODP Business Solutions, LLC	9/26/2022	56921	\$55.30 Office Supplies
ODP Business Solutions, LLC	10/10/2022	56941	\$12.66 Supplies
ODP Business Solutions, LLC	10/10/2022	56941	\$720.23 Office supplies
ODP Business Solutions, LLC	10/10/2022	56941	\$23.76 Office supplies
ODP Business Solutions, LLC	10/10/2022	56941	\$33.80 Labels
ODP Business Solutions, LLC	10/10/2022	56941	\$9.83 office supplies
ODP Business Solutions, LLC	10/10/2022	56941	\$74.15 office supplies
ODP Business Solutions, LLC	10/10/2022	56941	\$217.68 Chair
O'Reilly Auto Enterprises, LLC	9/22/2022	ACH	\$50.00 Core Credit - Alternator
O'Reilly Auto Enterprises, LLC	9/26/2022	ACH	\$30.21 Heater Hose
O'Reilly Auto Enterprises, LLC	9/26/2022	ACH	\$24.62 Pin Boot Kit
O'Reilly Auto Enterprises, LLC	9/26/2022	ACH	\$13.39 Hose Tee Fitting
O'Reilly Auto Enterprises, LLC	9/26/2022	ACH	\$4.54 Muffler Clamp
O'Reilly Auto Enterprises, LLC	9/26/2022	ACH	\$17.87 Wheel Bearing
O'Reilly Auto Enterprises, LLC	9/26/2022	ACH	\$55.98 Brake Fluid
O'Reilly Auto Enterprises, LLC	9/26/2022	ACH	\$11.84 Brake Bolt Kit
O'Reilly Auto Enterprises, LLC	9/26/2022	ACH	\$59.86 Water Pump Belts - Stock
O'Reilly Auto Enterprises, LLC	10/10/2022	ACH	\$118.80 Ball Joints - N2513
O'Reilly Auto Enterprises, LLC	10/10/2022	ACH	\$91.67 Reservoir Tank N2513
O'Reilly Auto Enterprises, LLC	10/10/2022	ACH	\$261.33 Radiator - N2513
O'Reilly Auto Enterprises, LLC	10/10/2022	ACH	\$179.10 Ball Joints - N2511
O'Reilly Auto Enterprises, LLC	10/10/2022	ACH	\$334.69 Alternator & Core Charge N332
O'Reilly Auto Enterprises, LLC	10/10/2022	ACH	\$17.99 Transfer Pump Shop
O'Reilly Auto Enterprises, LLC	10/10/2022	ACH	\$334.69 Alternator - Stock
O'Reilly Auto Enterprises, LLC	10/10/2022	ACH	\$334.69 Alternator
O'Reilly Auto Enterprises, LLC	10/10/2022	ACH	\$25.99 Cargo Straps
O'Reilly Auto Parts	9/26/2022	ACH	\$262.68 Inventory Parts
O'Reilly Auto Parts	9/26/2022	ACH	\$241.81 Inventory Parts
O'Reilly Auto Parts	9/26/2022	ACH	\$84.64 Inventory Parts
Pacific Office Automation	9/26/2022	ACH	\$589.18 Copier/printer lease monthly
Pacific Office Automation	10/10/2022	ACH	\$7,483.00 Postbase Vision
Paragon Consulting, Inc	9/26/2022	ACH	\$1,025.00 Orchard Bus Stops
Paragon Consulting, Inc	9/26/2022	ACH	\$300.00 Bus stop construction
Paragon Consulting, Inc	9/26/2022	ACH	\$2,810.00 Bus stop construction
Parma Senior Center	10/10/2022	ACH	\$2,139.28 Acquisition of Services
Paul Construction	9/26/2022	ACH	\$49,282.67 Ada county Bus Stop improvements
Peak Industrial, Inc	9/26/2022	56922	\$4,300.00 Inventory Parts
Peak Industrial, Inc	9/26/2022	56922	\$22.23 Inventory Parts
Peak Industrial, Inc	9/26/2022	56922	\$181.48 Inventory Parts
Pioneer Irrigation District	10/10/2022	56942	\$420.20 Annual Irrigation
PNG Media LLC	9/26/2022	56923	\$53.66 Legal Public notice
PNG Media LLC	9/26/2022	56923	\$139.44 Legal Ads
PNG Media LLC	10/10/2022	56943	\$130.29 Legal Notice
Primary Health Medical Group, LLC	9/26/2022	56924	\$425.00 DOT PHYSICALS
ProPeople	9/26/2022	ACH	\$1,823.25 Temp Wages
ProPeople	9/26/2022	ACH	\$1,790.10 Temp Wages
ProPeople	10/10/2022	ACH	\$1,204.45 Temp wages
ProPeople	10/10/2022	ACH	\$1,790.10 Temp Wages
ProPeople	10/10/2022	ACH	\$1,182.35 Temp Wages
Quench USA	9/26/2022	ACH	\$289.95 Water/Ice Equipment Rentals
RCF Commercial Cleaning, LLC	9/26/2022	ACH	\$1,600.00 September Janitorial
RCF Commercial Cleaning, LLC	10/10/2022	ACH	\$3,850.00 Janitorial services
RDK Corporation	9/26/2022	ACH	\$100.00 Background Checks
RDK Corporation	10/10/2022	ACH	\$230.00 Background Checks
Right! Systems, Inc.	9/26/2022	56925	\$3,871.54 MS Office 365 G3/G5
Right! Systems, Inc.	9/26/2022	56925	\$3,993.36 MS Office 365 GCC GC
Romaine Electric Corporation	9/26/2022	56925	\$526.00 IT Hardware
Romaine Electric Corporation	9/26/2022	ACH	\$398.04 Ignition Coils
Romaine Electric Corporation	9/26/2022	ACH	\$1,194.12 Ignition Coils
Romaine Electric Corporation	9/26/2022	ACH	\$497.80 Vehicle Parts
Romaine Electric Corporation	10/10/2022	ACH	\$3,246.80 Alternator - Stock
Romaine Electric Corporation	10/10/2022	ACH	\$3,246.80 Alternator - N616

Romaine Electric Corporation	10/10/2022	ACH	\$3,246.80 Inventory Parts
SAMG Occupational Med - Emerald	9/26/2022	56926	\$180.00 Drug Screen/Physicals
SAMG Occupational Med - Emerald	9/26/2022	56926	\$90.00 Drug Screen/Physicals
SAMG Occupational Med - Emerald	10/10/2022	56944	\$35.00 Drug Screen/Physicals
Shop Equipment Specialties, LLC	9/26/2022	ACH	\$948.25 Parts for Lathe
Shred-It USA-LLC	9/26/2022	ACH	\$108.92 Document Shredding
Shred-It USA-LLC	9/26/2022	ACH	\$114.79 Document Shredding
Shred-It USA-LLC	10/10/2022	ACH	\$119.26 Document Shredding
Shred-It USA-LLC	10/10/2022	ACH	\$125.09 Document Shredding
SIJ Holdings, LLC	9/26/2022	ACH	\$74.76 Legal Ad
SIJ Holdings, LLC	9/26/2022	ACH	\$99.20 Legal Ads
SMITH, JOSHUA	10/10/2022	56945	\$50.00 Reimb Cell Oct
Snap-on Incorporated	9/26/2022	ACH	\$295.93 Diagnostic Cable
Sportworks Global LLC	10/10/2022	ACH	\$112.98 Apex 2 Pivot Bushing& Bolt
Sportworks Global LLC	10/10/2022	ACH	\$414.98 Torsion Spring & Bolts
SPX Corporation	9/26/2022	ACH	\$3,061.95 Farebox Parts
SPX Corporation	9/26/2022	ACH	\$440.25 Farebox Parts
SPX Corporation	9/26/2022	ACH	\$121.38 Farebox Parts
SPX Corporation	9/26/2022	ACH	\$363.52 Farebox Parts
SPX Corporation	9/26/2022	ACH	\$62.84 Farebox Parts
SPX Corporation	10/10/2022	ACH	\$1,335.23 Farebox Parts
Star Senior Center	10/10/2022	56946	\$5,606.25 Acquisition of Services
Star Senior Center	10/10/2022	56946	\$100.00 Acquisition of Services
Stoltz Marketing Group, Inc	9/26/2022	ACH	\$1,467.85 Route 30 Proj. mgmnt
Stoltz Marketing Group, Inc	9/26/2022	ACH	\$527.15 Route 30 Proj mgmt
Stoltz Marketing Group, Inc	9/26/2022	ACH	\$62.85 Route 30 Campaign
Stoltz Marketing Group, Inc	9/26/2022	ACH	\$532.15 Route 30 Campaign
Stoltz Marketing Group, Inc	9/26/2022	ACH	\$665.00 Account Admin
Stoltz Marketing Group, Inc	9/26/2022	ACH	\$1,330.00 Safe Travels Newsletter
Supportive Housing & Innovative Partners	10/10/2022	ACH	\$24,834.76 Acquisition of Services
Syringa Netowrks, LLC	9/26/2022	ACH	\$4,820.00 Telecom Services
Tacoma Screw Products Inc.	9/26/2022	ACH	\$695.69 Nuts & Bolts
Tacoma Screw Products Inc.	9/26/2022	ACH	\$42.62 Department Supplies
That's Sharp, LLC	10/10/2022	ACH	\$6,691.07 HDTA Architecture
The Car Park, LLC	10/10/2022	ACH	\$1,350.00 Carpool - pass through costs
Thompson and Associates, Inc.	9/26/2022	ACH	\$2,802.50 Investigation Services
Thompson and Associates, Inc.	10/10/2022	ACH	\$622.00 Consulting Services - Recruiting
Transpo Group USA, Inc	9/26/2022	ACH	\$4,252.45 Project Mgmt - Kuna
Transpo Group USA, Inc	9/26/2022	ACH	\$2,735.00 On-Call services RFP 2019-08-30
Treasure Valley Coffee	9/26/2022	ACH	\$69.50 Coffee Supplies
Treasure Valley Coffee	9/26/2022	ACH	\$26.80 Water Delivery
Treasure Valley Coffee	9/26/2022	ACH	\$46.50 Water/Equipment Lease
Treasure Valley Coffee	10/10/2022	ACH	\$147.80 First Aid - Office
Treasure Valley Coffee	10/10/2022	ACH	\$130.50 Coffee - Orchard
Treasure Valley Coffee	10/10/2022	ACH	\$43.00 First Aid - Shop
Treasure Valley Coffee	10/10/2022	ACH	\$69.50 Coffee - MSS
Treasure Valley Coffee	10/10/2022	ACH	\$26.80 Water - Orchard
Treasure Valley Curb & Sprinkling Inc	9/26/2022	ACH	\$404.05 Landscaping
Treasure Valley Transit	9/26/2022	ACH	\$17,191.00 Subrecipient
UniFirst Acct # 1410130	9/26/2022	ACH	\$233.65 Mats, Cloths, Uniforms
UniFirst Acct # 1410130	9/26/2022	ACH	\$233.65 Mats, Cloths, Uniforms
UniFirst Acct # 1410130	9/26/2022	ACH	\$233.65 Mats, Cloths, Uniforms
UniFirst Acct # 1410130	10/10/2022	ACH	\$233.65 Mats, Cloths, Uniforms
UniFirst Acct # 1410130	9/26/2022	ACH	\$408.21 Laundry Services and Supplies
UniFirst Acct # 1410130	9/26/2022	ACH	\$297.58 Laundry Services
UniFirst Acct # 1410130	9/26/2022	ACH	\$521.41 Laundry Service
UniFirst Acct # 1410130	10/10/2022	ACH	\$325.91 Uniform/Laundry Services
UniFirst Acct # 1410130	10/10/2022	ACH	\$297.58 Uniform Laundry Service
UniFirst Acct # 1410130	10/10/2022	ACH	\$310.31 Uniform Laundry Services
United Auto Upholstery	10/10/2022	56947	\$550.00 Repair Van Seat
United Site Services of Nevada, Inc	9/26/2022	ACH	\$282.56 Restroom/Hand Sanitizer
United Way of Treasure Valley	9/26/2022	ACH	\$95.00 Employee contributions
United Way of Treasure Valley	10/10/2022	ACH	\$95.00 Emp. Contributions
Verizon Wireless	9/26/2022	ACH	\$9,202.42 Association dues
Verizon Wireless	10/10/2022	56949	\$2,445.79 Cell Phone Service
Verizon Wireless	10/10/2022	56949	\$51.42 Cell Phone Service
Verizon Wireless	10/10/2022	56949	\$698.33 Cell Phone Service
Verizon Wireless	10/10/2022	56949	\$40.01 Cell Phone Service
Verizon Wireless	10/10/2022	56949	\$160.04 Cell Phone Service
Verizon Wireless	10/10/2022	56949	\$360.09 Cell Phone Service

Verizon Wireless	10/10/2022	56949	\$104.34 Cell Phone Service
Verizon Wireless	10/10/2022	56949	\$1,990.23 Cell Phone Service
Via Transportation, Inc.	10/10/2022	ACH	\$2,180.00 Vehicle Fee's
Vitruvian Planning	10/10/2022	56950	\$2,600.00 Board strategic work plan
WASHINGTON, CORRIE	10/10/2022	ACH	\$148.78 Food for new route meeting
WASHINGTON, CORRIE	10/10/2022	ACH	\$50.00 Reimb Cell - Oct
Western Mountain Bus Sales	9/26/2022	ACH	\$853.27 Vehicle Parts
Western Mountain Bus Sales	10/10/2022	ACH	\$128.63 Vehicle Parts
Western Mountain Bus Sales	9/26/2022	ACH	\$145.33 Fuel - August
Wienhoff Drug Testing	10/10/2022	56951	\$35.00 Random Drug Test
William Beard	9/26/2022	ACH	\$203.00 Bus Washing
William Beard	10/10/2022	ACH	\$233.00 Bus Washing
William Beard	10/10/2022	ACH	\$249.00 Bus Washing
William Beard	10/10/2022	ACH	\$438.00 Bus Washing
YB NOW LLC	10/10/2022	ACH	\$5,706.93 ADA County R2W
YB NOW LLC	10/10/2022	ACH	\$112.54 Meridian VA Shuttle rides
YB NOW LLC	10/10/2022	ACH	\$72.40 Ada County R2W- wheelchair
			<u>\$1,032,019.17</u>

ACCEPTED:

 CHAIR OF EXECUTIVE BOARD

ATTEST:

 SECRETARY/TREASURER

TOPIC	Development Department Monthly Report
DATE	October 20, 2022
STAFF MEMEBER	Stephen Hunt

Summary

Development Department activities for October 2022 report

VRT Strategic Plan

Goal 1 - Demonstrate responsible stewardship of public resources

Performance Based Decision-making

- **Transportation Development Plan (TDP)**
The VRT board adopted the 2023-2027 TDP along with the 2024-2028 TDP development calendar.

Funding Development

- **Budget Development** –Based on the 2023-2027 TDP staff has begun working with city and agency staff on activities preparing for the FY2024 budget.
- **Transportation Development Plan (TDP)** – Staff is scheduling the 2024-2028 TDP kick-off meeting with the Regional Transit Team to set/confirm 2024-2028 priorities.
- **Grant Opportunities** –VRT will use the 2023-2027 TDP and collaboration with its funding partners to find and pursue additional funding opportunities.

Goal 2 – Increase Ridership and Revenue

- **FY2024 Service Changes** – VRT staff has initiated a contract with Transpo to review systemwide transit performance and help inform service reductions and restructures to be proposed in FY2024.
- **Ridership Growth** – Development staff has continued to track ridership performance. Ridership levels have continued to trend upwards since February of 2021.

Goal 3 - Build institutional and regional capacity

Regional Capital Enhancements

- **Orchard Facility Master Plan**
Hawkeye continues construction activities at the Orchard Maintenance facility. Construction includes storm water/drainage facilities, pavement for parking lot expansion, and utilities. Construction is ongoing, anticipated finish new parking lot, east bus aisle, and south exit, November 2022. Construction authorization anticipated January 2023 for remaining funds for pavement restoration at west bus aisle, staff parking, and CNG cathodic protection.
- **Happy Day Transit Center Upgrades (HDTC)**

HVAC replacement contractor is designing replacement system. Design engineer and architect are under contract for roof and awning replacement. Architect has started office redesign plans for 2023 construction.

- **Bus Stops**

Staff continues to work on two corridor studies and three construction projects.

1- FY2022 Bus stop construction is underway including activities at the following locations:

- Orchard and Kootenai – Complete
- Orchard and Overland – Complete
- Overland and Black Marlin – Complete
- Emerald and Hartman – Complete
- 36th and Pinehurst – Complete
- 36th and Hill – Complete
- Fort and 12th – Complete
- S Protech Dr at Frank Church High School – Complete
- Goddard and Milwaukee (Goddard Linear Park) - Withdrawn

2- State Street NEPA and Design scope (RFP) consultants have prepared a draft Project Initiation Letter for FTA. VRT staff met with FTA to strategize the best approach for the State Street corridor.

Regional Corridor Planning

- **State Street Corridor Projects**

1. VRT continues to prepare the environmental review for the State Street corridor. VRT staff will continue coordinating planning efforts along the State Street corridor that relate to the transit infrastructure elements.
2. VRT is hosting a second agency meeting on September 20 to define project limits and make station recommendations. Including City of Boise, ITD, and ACHD.

- **Fairview Corridor Project**

1. VRT continues its evaluation of The Town Square Mall (TSM) transit center including outreach to TSM and Dillard's. It is expected that this project will need to update existing agreements with landowners. Coordination with the landowner and the mall are ongoing.
2. Fairview Corridor Environmental (NEPA) and Towne Square Mall evaluations are nearing completion. Environmental will be submitted to FTA for bus station upgrades which will be incorporated into FY2023-24 bus stop construction.

Other Development Activities

- **Planning projects –**

- 1- Regional Vanpool Study –The consultant team has prepared and delivered the final draft of the report. VRT staff and the project team are reviewing the final report and preparing the report of approval by the VRT Board.

- 2- Passenger Facility Plan/Bus Stop Typology – Consultants continue to refine the blade design and kit of parts. Staff is collecting final feedback from stakeholders. VRT will present both the final kit of parts and the graphic design/branding elements at the January board meeting.
- 3- Kuna Transit Study – Transpo group has drafted an initial set of service proposals and is working to refine those concepts with City of Kuna staff.
- 4- State Street Transit Operational Analysis (TOA) Staff will be presenting the findings to City of Boise in November.

More Information:

Stephen Hunt, Sr. Principal Planner, 208.258.2701, shunt@valleyregionaltransit.org

Joe Guenther, Capital Projects Manager, 208.258.2705, jguenther@valleyregionaltransit.org

Alissa Taysom, Associate Planner, 208.258.2717, ataysom@valleyregionaltransit.org

Jill Reyes, Programming Planner, 208.258.270, jreyes@valleyregionaltransit.org



TOPIC	Operations Department Staff Report
DATE	October 19, 2022
STAFF MEMBER	Leslie Pedrosa

Summary

This report provides a status update of activities related to contracted transportation services, Specialized Transportation services, information technology and intelligent transportation systems, compliance, customer service support and regional operations.

Regional Operations

- VRT staff continues to assist Eagle Transportation Department and ACCESS service providers, as needed, following the launch the new demand response scheduling software with Via Mobility, LLC. Staff has also started working with Metro Community Services, Harvest Transit, and Supportive Housing and Innovative Partnerships to set up software for the planned launch in December.
- At this time, four chargers on site are working. Proterra was onsite the week of October 10 to work on issues on two failed chargers. At the time of this memo, parts have been ordered and Proterra staff is planning to be onsite the week of October 24. Proterra expects the three additional charging stations to arrive and be installed in November. These chargers were planned to be installed at the end of summer, at no cost to VRT. Proterra still expects to restore the original charging stations back to dual dispensing, by the end of the year. At the end of this project, VRT will have 18 charging stations.
- VRT staff has been working with several staff and the Area Agency on Aging to discuss future plans for more robust on-demand transportation in Ada and Canyon Counties. This project is in the early stages. VRT staff expects to have a more defined plan in the second quarter of this fiscal year.
- VRT staff continues to research digital advertising on buses to better communicate with passengers on the bus, in transit centers and at bus stops on-route. Staff has determined the budget and will plan the implementation once the Bus Stop Typology project is completed.
- VRT staff has began working on an on-demand service solutions for the city of Eagle, following budget approval This service is expected to launch in the second quarter of the fiscal year.
- VRT staff assisted with the ribbon cutting ceremony on October 1. This ceremony was followed by a demonstration route provided during the Oktoberfest in downtown Meridian. The Route 30 launched service for the city of Meridian on October 3.

Highlights:

Contracted Transportation

Canyon County Highlights

- No preventable accidents in September
- Intercounty on-time performance 62% for September
- ACCESS on-time performance 85% for September
- On-demand on-time performance 87% for September
- Launched service changes on October 3, which included the revised Route 45

Ada County Highlights

- No preventable accidents in September
- Fixed-route on-time performance 85% for September
- ACCESS on-time performance 97% for September
- Launched service change on October 3, which included the new route in Meridian

Specialized Transportation

- Eagle Senior Center has seen efficiencies improve with new scheduling software
- Most services have seen an increase in ridership
- Working with Harvest, SHIP and Metro to get new scheduling software set up for December launch

Information Technology and Intelligent Transportation Systems

- Staff resolved 131 support requests from 142 submitted in September
- Completed set up of service changes in the fixed computer aided dispatch/automatic vehicle locator software
- Preparing paperwork to secure additional domain names
- Installed equipment on vehicles for launch of new demand response scheduling software

Compliance

- Working on updates to several VRT procedures to capture mandated changes
- Preparing the automatic passenger counter's recertification letter for National Transit Database (NTD)
- Reviewing fiscal year 2022 data to prepare for annual NTD reporting

Customer Service Support

- Customer service handled 2,875 of 3,269 phone calls for information, with 393 calls abandoned. The average call time was 2 minutes, 32 seconds and the average hold time was 16 seconds in September.
- Reservationist handled 1,207 of 1,323 phone calls to change or schedule a ride on ACCESS, with 102 calls abandoned. The average call time was 3 minutes, 46 seconds and the average hold time was 13 seconds in September.
- On-demand services handled 658 of 772 phone calls to schedule a ride, with 113 calls abandoned. The average call time was 1 minute, 46 seconds and the average hold time was 27 seconds in September.
- September City Go Pay mobile ticket sales totaled \$11,078.50

More Information

For detailed information contact: Leslie Pedrosa, Operations Director, 208.258.2713,
lpedrosa@valleyregionaltransit.org

TOPIC	Finance and Administration Activity Report
DATE	November 7, 2022
STAFF MEMBER	Jason Jedry, Chief Financial Officer

Summary

This memo provides an update on the accomplishments of the Finance Department.

Highlights

Budget/Finance

- At the end of August, VRT operating expenses were 18% under budget and capital expenses were 67% under budget
- Finance staff are actively preparing for FY2022 year end and the independent annual audit
- Finance staff are preparing to submit the Authorities FY2022 National Transit Database information to the FTA
- The finance team and VRT staff continue working on the enterprise resource planning (ERP) system replacement project. We expect the implementation of a new ERP system to take 18 to 24 months at a minimum

Grant Management

- Grants and Compliance Administrator is working on the following:
 - FTA grant applications
 - Active grant revisions/amendments
 - Subrecipient reviews
 - Project funding form maintenance
 - Federal grant reconciling

Procurement

- Procurement and Contracts Specialist is working on:
 - Fire Suppression Services
 - Fire Extinguisher Services
 - ERP Software Procurement and Implementation Services
 - On-Call Technical Support Services
 - Acquisition of Service Providers

For detailed information contact: Jason Jedry, Chief Financial Officer, 208-258-2709, jjedry@valleyregionaltransit.org



TOPIC	Community Engagement Update
DATE	November 7, 2022
STAFF MEMBER	Jason Rose

Summary

This memo provides updates on current and future community engagement efforts, including those related to the Valley Regional Transit (VRT) Strategic Plan goals.

Highlights

- Staff has presented an FY23 Communications and Engagement Plan that will guide work this fiscal year across communications, marketing, and engagement efforts.
- Prior to the launch of Route 30 on October 3, VRT hosted a ribbon cutting ceremony and route demonstration in conjunction with the Meridian Oktoberfest, proving nearly 500 rides. This, in addition to digital and radio promotion, earned media, and in-person outreach helped bring awareness to the route.
- The Communications and Engagement team has been working on producing more digital content to be shared across the website and social media platforms, including notices of weekend events, upcoming closures, and service promotions.
- The latest edition of the Safe Travels, Treasure Valley newsletter was distributed on 10/19/22.
- Staff is preparing for communications needs for upcoming initiatives, such as holiday service modifications, new services, the Via rollout, bus stop updates, local events, and more.

More Information

Attachments: None

For detailed information contact: Jason Rose, Communications & Engagement Director, 208-258-2739, jrose@valleyregionaltransit.org



TOPIC	Programs and Marketing Update
DATE	October 18, 2022
STAFF MEMBER	Dave Fotsch

Summary

The Programs area covers Safe Routes to School, Marketing and Bike-share.

Staff Recommendation/Request

Information only

Implication (policy and/or financial)

Information only

Highlights

Safe Routes to School (SRTS)

- SRTS is now back in schools throughout the Treasure Valley.
- The program is advertising a SRTS Coordinator position, which would restore it to the four positions it had when VRT adopted SRTS.

Marketing

The marketing department works with Stoltz Marketing Group (SMG) to develop and launch a series of initiatives designed to grow and maintain Valley Regional Transit services.

Route 30 Pine Promotion

- Mailer went to over 9,000 addresses of residents and businesses within ½ mile of the new route, dropping October 3
- Organic social media started the first week of September
- Paid social and digital display ads start October 3 and continue through December
- VRT held a ribbon-cutting as part of Meridian Oktoberfest on October 1, and offered a free shuttle service on an abbreviated version of the route, serving 500 people
- Community started in September and continues now

Route 45

- Pre-promotion of the changes to the Route 45 began the first week of September
- Primary outreach is with Boise State and the College of Western Idaho
- A postcard will go out to residences and businesses within ½ mile of the route

Eagle Service Promotion

- Service won't start until January of 2023
- Campaign development is on hold until later this fall

Traditional Media Support

- Valley Regional Transit issued a Request for Proposal for traditional media, separate RFPs for radio and television.

- A staff committee made selections from the bids received, with the radio part of the media buy starting the week of Oct 10.

Safe Routes to Schools Website

- SMG is building out a new Safe Routes to Schools website. Projected launch will be in early November.

Cobranding Valley Regional Transit and City Go

- Through internal meetings and meetings with SMG, we are looking at ways to define the brands of Valley Regional Transit and City Go more clearly.
- The decisions coming from these discussions will affect future projects, such as the Riders Education external campaign's relaunch and the internal Riders First campaign.

Safe Travels, Treasure Valley newsletter

- The recently redesigned newsletter is improving the reach of the publication.
- VRT has renewed the contract with Stoltz to continue producing the newsletter in FY 2023.
- The next edition of the newsletter drops October 20, 2022.
- We invite you to subscribe to the newsletter and share the link with others.
<https://valleyregionaltransit.us17.list-manage.com/subscribe?u=a2575d0c9e327df42c647285a&id=30356a6b08>

Vall-eBike

- Valley Regional Transit launched **Vall-eBike** on Wednesday, July 13, 2022, with 50 bikes!
- Here are the numbers as of October 18, 2022:
 - 2,715 rides
 - 2,362 users
 - 324 uses of the free 30-minute ride coupon
 - 881 uses of the new Day pass
- Saturdays and Sundays have been the most popular ride days.
- The pilot program will run through the end of October.
- VRT continues to explore sponsorships and partnerships to make the system permanent and expand it.
- CCDC provided \$50,000 to launch the pilot and agreed to match the next \$50,000 in sponsorships. The deadline for the match was September 1. VRT acquired the following sponsors:
 - Treasure Valley Clean Cities Coalition (\$10,000)
 - Idaho Advocates for Community Transportation (\$5,000)
 - KeyBank (\$5,000)
 - Cushing-Terrell (\$5,000)
- The system website is RideValleBike.com.

More Information

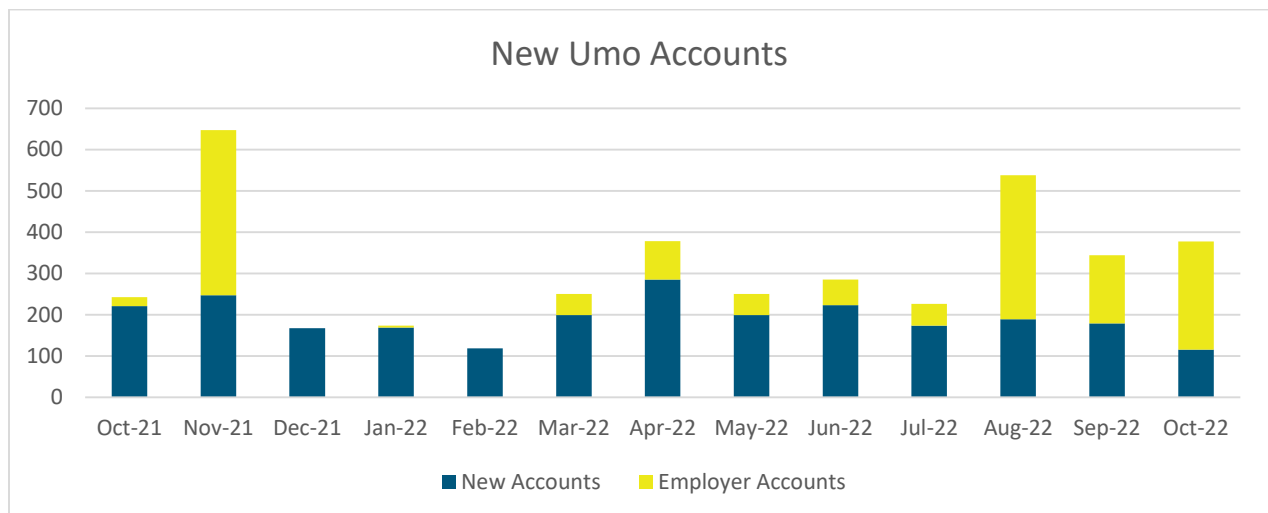
For detailed information contact: Dave Fotsch, Programs Director, 208-331-9266, dfotsch@valleyregionaltransit.org

TOPIC	Integrated Mobility Report
DATE	November 7, 2022
STAFF MEMBER	Kaite Justice

Summary

This report provides a status update of activities related to the downtown mobility collaborative, City Go.

- City Go staff continues to work on the Integrated Mobility Plan. The plan is in final design stages and will be presented to the Board of Directors in January.
- Umo was launched on October 1, 2021. Umo fare payment system update for first year of operation:
 - Revenue-to-date (Oct. 2021-October 19, 2022): \$123,001.21
 - New accounts October 2022: 344
 - New accounts total: 4,242
 - All three scooter companies in the area are now live in the Umo trip planner!
 - Employer programs integrated into Umo: 14



- City Go staff worked on business development for City Go and the Regional Pass Program. Staff held eleven business development meetings in August.
 - New Regional Pass Program contracts:
 - Department of Environmental Quality
 - One Stone School
 - Renewed Regional Pass Program contracts:
 - Boise State University
 - College of Western Idaho
 - University of Idaho
 - Hummel Architects
 - Ada County
- Travel Training in October:
 - 9 individual travel trainings
 - 4 group travel trainings

- For refugees at the English Language Center (2)
 - Mana Resources
 - Commuteride's Go By Bus
- City Go and Navigation staff also attended many events this last month including:
 - Ada County "Popcorn" transportation event
 - Micron benefits fair
 - CWI benefits fair
 - Oktoberfest
 - Balsam Brands Lunch and Learn
 - St. Luke's resource fair

For detailed information contact: Kaite Justice, City Go Director, 208-258-2750,
kjustice@valleyregionaltransit.org