valleyregionaltransit

Regional Advisory Council Meeting Agenda

October 18, 2022

9:00 AM

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

This is an in-person meeting.
Regional Advisory Council members are encouraged to attend in person.
If you are unable to attend in person, you may participate in the meeting via
https://www.valleyregionaltransit.org/RAC_Meeting_October2022
or by dialing in at **469-965-2358 Conference ID: 579 540 096#**

I. **Calling of the Roll** **Chair Walter Steed**

II. **Agenda Additions/Changes**

III. **Public Comments (*Comments will be limited to no more than three* (3) *minutes*).**

IV. **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 a Regional Advisory Council Member requests the item be removed from the Consent Agenda and placed under Action Items.

A. **ACTION: Minutes from September 20, 2022 Regional Advisory Council Meeting**
Pages 3-5 | Paula Cromie
The Regional Advisory Council is asked to consider approval of the minutes from the September 20

V. **Action Items**

VI. **Information Items**

A. **INFORMATION: Regional Advisory Council Member Orientation**
Pages 6-14 | Jason Rose
Staff will lead the Regional Advisory Council through a membership orientation session.

B. **INFORMATION: Update on Regional Advisory Council Membership**
Walter Steed
Walter Steed, RAC chair, will give an update on membership of the Regional Advisory Council.

C. **INFORMATION: Communications and Engagement Update**
Jason Rose
Staff will provide an update about communications, engagement, and marketing efforts.

D. **INFORMATION: Federal Grant Project Update**
Pages 15-16 | Stephen Hunt
Staff will present an update on competitive federal grants submitted in FY2022.

E. **INFORMATION: COVID-19 Travel Behavior Study**
Pages 17-35 | Kaite Justice
The purpose of this memo is to update the Regional Advisory Council on the COVID-19 Travel Behavior Study that was conducted through the Idaho Policy Institute.

F. INFORMATION: Disadvantaged Business Enterprise (DBE) Program
Pages 35-42 | Cameron Wells
Staff will present on Valley Regional Transit's DBE program goals.

G. INFORMATION: On-Demand Transit Update
Pages 43-44 | Leslie Pedrosa
Staff will provide an update on the on-demand service in Canyon County.

H. INFORMATION: Bus Stop Typology Study
Page 45-54 | Alissa Taysom
Staff will provide an update on the sign development portion of the Bus Stop Typology Study

I. Information: Operations Update
Pages 55-56 | Leslie Pedrosa
Staff has provided RAC members an informational memo with updates and will be available at the meeting to provide additional information if requested.

J. INFORMATION: Topics for Discussion
Walter Steed
Members of the Regional Advisory Council will have the opportunity to bring up topics they would like to be considered as future agenda items.

VII. Department/Staff Reports

A. INFORMATION: Department/Staff Reports
Pages 57-71 | Staff
The most current department/staff reports were included in the packet for information.

VIII. Adjournment

Θ = Attachment
Agenda order is subject to change.

Next Regional Advisory Council Meeting:
November 15, 2022
VRT Boardroom
700 NE 2nd Street
Meridian, ID 83642

For questions or comments regarding this agenda, please contact Kelli Badesheim at (208) 258-2712 or email kbadesheim@valleyregionaltransit.org

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.

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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 Nut 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

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.

2

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 18th day of May, 2021

By: _____ Date: May 18, 2021

Chair of Valley Regional Transit

By: _____ Date: May 18, 2021

Executive Director

Regional Advisory Council

Practices and Procedures

Statement of Purpose

The Regional Advisory Council (RAC) is a standing committee of Valley Regional Transit (VRT). It provides a forum for customers, transportation and human service providers and advocates to share information and collaborate on mobility issues. Members of the RAC advise the Valley Regional Transit Board of Directors (VRT Board) on its transportation programs, services and policies, and disseminates mobility information to their constituents.

Vision and Mission

Vision Statement: We envision an accessible regional transportation system that is built upon meaningful stakeholder input and feedback.

Mission Statement: The Regional Advisory Council's mission is to use a customer-centered focus to ensure that VRT's policies, services, and outreach meet the mobility needs of the community.

The RAC Value Statements

These statements speak to the unique role within the RAC to support VRT guiding principles.

The RAC contributes to...

...community benefit by enhancing the ability of citizens to influence the development and prioritization of mobility choices.

...the public's investment by engaging voices key in the decision-making process.

...connectivity by focusing on customers need to have services easy to understand and easy to use.

...geographic equity by ensuring concerns of stakeholders, both rural and urban, are thoughtfully integrated into planning and delivery of mobility choices.

...high quality, customer service by placing concerns of the customer at the center of all our processes.

...being action-oriented by providing the appropriate sense of urgency to immediate improvements and longer-range planning efforts.

...teamwork by collaborating with stakeholders and sharing a willingness to improve how we work together for the benefit of our customers.

...open communication by encouraging positive communication and creating an environment where everyone's contribution to the region is acknowledged and respected.

Membership Recruitment Process

The membership is made up of customers, providers, and advocates. Two-thirds (2/3) of the membership will be from Ada County and one-third (1/3) of the membership will come from Canyon County. Members will be selected to represent a balance of interests in policy, services/programs, and outreach.

Members will be recruited in the following way:

1. Public Notice
   a. Notices posted on VRT's vehicles, buildings, website, and social media
   b. Email notices to agencies, partners, and advocate organizations throughout the region
2. Executive Assistant emails RAC application and RAC Practices and Procedures document to prospective members.
3. Interested applicants complete the RAC application and sign the Practices and Procedures document, returning the documents to the Executive Assistant.
4. Applications are reviewed and accepted by the RAC Chair and Vice-chair and the VRT Executive Director. Applications are emailed to RAC members for a two-week comment period.
5. If no objections are received after the two-week comment period ends, the applicants' names are placed on the VRT's Executive Board Consent Agenda for approval.

Mid-term Member Recruitment Process

When an RAC member leaves the Regional Advisory Council mid-term, the process is to take recommendations and follow the Membership Process as noted above #2 - #5.

Member Term and Reappointments

Terms are the mechanism to establish continuity and staggered so that no more than one-third of the membership terms are set to expire in any given year. There are no limits on the number of terms an RAC member may serve.

1. Members are selected for three-year terms.
2. Staff will notify everyone with expiring terms one month before the member's term expires.
3. Members whose term is expiring must submit a request for reappointment to the chair before the next regularly scheduled RAC meeting.

4. New members appointed to complete the term of an RAC members who resign before their terms expire, will finish the remainder of that term and then would follow the reappointment process for the expiring term.

Selection, Responsibilities and Removal of Officers

Selection

At the annual organizational meeting, RAC officers are elected by the RAC in even numbered years to serve two-year terms.

Responsibilities

- The *chair* is responsible for reviewing and approving the agenda.
- The *chair* is also responsible to conduct the RAC meetings.
- The *vice-chair* is responsible to fill the roles of the chair when the chair is not available.
- Both the *chair and vice-chair* are responsible to review applications and select candidates for the open positions.

Removal of Officers

Officers can be removed by a majority vote of the RAC. In the event of an officer position being vacated mid-term, the RAC will hold an election to fill the position at the next regularly scheduled RAC meeting.

Meetings

RAC meetings will be held the third Tuesday of each month except for November, July and August. A joint meeting with the Board of Directors will be on the first Monday of the month of November. Agendas will be prepared in advance and approved by chair. Packets will be provided to the members at least one week in advance. The chair will conduct each meeting according to Roberts Rules of Order. The chair can use his/her discretion to adjust the agenda as needed. All meetings are subject to open meeting laws and are open to the public. For voting purposes, a quorum will consist of a majority of qualified members. Open positions on the RAC do not count toward a quorum.

The agenda consists of the following categories: Consent; Public Comment (for items that may not be on agenda); Action; and Information. The chair has the discretion to allow for public comment on any item on the agenda.

Decision-making Process

The RAC is an advisory council and offers recommendations to the VRT Executive Board and VRT Board on a variety of topics including: Transportation Service Coordination Plan; project

and funding prioritization; and program and service planning and policies pertaining to target populations represented on the council.

Items on the agenda requiring an advisory recommendation from the RAC to the VRT Executive Board or VRT Board will be placed in the Action section of the agenda.

Discussions are subject to Robert's Rules of Order and all discussions and motions go through the chair. Motions must be clearly stated by the maker of the motion and seconded in order for the RAC to act on the motion. A majority decision is the final action.

Issue Identification Process

The RAC members are encouraged to submit issues regarding the services, programs or policies to the attention of the RAC during discussion during RAC meetings or by reaching out to the RAC chair, vice-chair, VRT Executive Director or executive assistant. Issues will be reviewed and considered for further action by the RAC at their regularly scheduled meetings. The issues brought forth will be forwarded to the staff with regular updates to the RAC on the disposition of issues.

When bringing up an issue or concern, consider the following:

1. What is the issue and what are your observations?
2. What is the geographic area affected?
3. Is the issue related to ADA or Title VI?
4. Who is affected?
5. What individuals/organizations need to be involved?
6. What population, groups or organizations should we seek input from?
7. Is this a short, medium or long-term issue?
8. What does success on this issue look like?

The process for the RAC making recommendations to the VRT Executive Board is as follows:

1. *Education/Information*
   a. Define the scope of issue to be addressed
   b. Educate the members on the issue and potential resolutions for exploration
   c. Possibly form subcommittee depending on complexity of the issue(s)

2. *Constituency Outreach and Communication*
   The RAC members represent targeted constituencies interests in the decision-making process. The RAC members are responsible to inform and seek input on issues being

discussed in program and policy development as well as in the decision-making process. RAC members will be notified by email or in meeting updates regarding progress on project development, changes in services, and/or other topics relevant to the constituents represented on RAC.

3. *Consultation*

The consultation phase offers an opportunity for staff to incorporate RAC comments into the final recommendation. This phase occurs after input from legal or other technical experts into the process. The discussion in the consultation phase may necessitate the issue being sent back through the research phase or the subcommittee for further evaluation or analysis.

a. Staff presents on findings pertaining to issue.
b. Staff provides a draft recommended action for consideration of the VRT Board with any
   necessary internal review (legal, executive team).
c. RAC members provide comments, input, and suggestions on the proposed recommendation.

4. *Advisory Recommendation*

Staff provides a final recommended action for consideration of the VRT Board to the RAC members. The members discuss and vote on the final advisory recommendation to the VRT Board. The majority action of the RAC will be the official recommendation to the VRT Board.

In order to provide for complete consideration of the recommendation, alternative recommendations can be offered by staff and/or one or more members of the RAC. The alternative recommendation will be presented in the packet for the VRT Board with an explanation of who is offering the alternative recommendation and the reason for its consideration.

5. *Communication with Staff*

Individual RAC members and VRT staff work closely on a wide variety of topics. The ultimate responsibility for directing time and work will be initiated by the VRT Executive Director.

Member Resignation

Members may resign prior to the termination of their appointment to the RAC. Members who need to resign must provide the resignation in writing to the chair. Vacant positions are filled in the same manner as described in the member recruitment process above.

Agreement

My signature below indicates I have read the above Practices and Procedures and agree to follow them in my capacity as a member of the Regional Advisory Council.

Signature: _____

Printed Name: _____

Date: _____

TOPIC	Federal Grants Project Update
DATE	October 3, 2022
STAFF MEMBER	Stephen Hunt

Staff Recommendation/Request

This is an information item, to provide an update on successful federal grants in FY2022.

Highlights

- 2019 VRT initiated fleet electrification
- 2020 VRT initiated the State Street Transit Operational Analysis (TOA)
- Winter 2021 TOA prepared draft project portfolio
- January 2022 VRT initiated a RAISE with TOA project portfolio
- Spring of 2022 VRT initiated Low No application for further fleet electrification

Summary

In August, VRT was awarded two major competitive federal grants totaling nearly $26 million. These funds will help fund $30.5 million worth of projects to make improvements to the Treasure Valley's transit system.

REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) GRANT

- Date of award: August 11
- Amount: $8.5 million
- Local match: $2.1 million
- Scale: One of 166 transit projects nationwide receiving a grant award

The RAISE grant will help to advance the region's vision of an accessible, multimodal corridor on State Street, bringing community closer to home, increasing transportation options to benefit everyone, and reflecting State Street's diversity. Transit, development, roadway, bicycle, and pedestrian improvements will create community gateways that provide the freedom to move.

VRT will use the RAISE grant for improvements to the State Street corridor and fund the construction of transit, pedestrian, and bicycle facilities along a six- and- one-half- mile section of State Street/State Highway 44, between downtown Boise to Bogart Lane. The project will include upgraded and accessible bus stations, on-route electric bus charging, real-time bus arrival displays, ticketing machines, improved lighting, a multi-use path, improved wheelchair access and infrastructure, and additional street crossings for bicycles and pedestrians.

LOW OR NO (LOW-NO) EMISSION VEHICLE GRANT

- Date of award: August 16
- Amount: $17.4 million
- Local match: $2.6 million
- Scale: One of 150 transit projects nationwide receiving a grant award

700 NE 2ND STREET, SUITE 100 | MERIDIAN, ID 83642 | P / 208.846.8547 F / 208.846.8564 1.855.345.7433

The Low-No grant will fund the purchase of eight electric buses and four electric depot chargers, as well as workforce training and development. The local matching funds includes VRT funding, contributions from the City of Boise, and possible compressed natural gas fuel tax rebates. The Low or No Emission Vehicle program is among the FTA's first competitive grant selections under the Biden Administration's Bipartisan Infrastructure Law.

Implication (policy and/or financial)

These grant awards will help VRT advance the local priorities of developing the State Street corridor and transitioning to electric vehicles.

More Information

For detailed information contact: Stephen Hunt, Development Director, 208-258-2701, shunt@valleyregionaltransit.org

TOPIC	COVID-19 Travel Behavior Study
DATE	October 18, 2022
STAFF MEMBER	Kaite Justice

Summary

The purpose of this memo is to update the Regional Advisory Council on the COVID-19 Travel Behavior Study that was conducted through the Idaho Policy Institute. To have a better understanding of how the COVID-19 pandemic has affected travel behaviors and perceptions in the Treasure Valley, Valley Regional Transit (VRT) partnered with the Idaho Policy Institute to survey residents. Understanding the changing transportation landscape – assessing how people used to travel, currently travel, and wish to travel – is critical in VRT's work to design the transportation network of the future.

The Idaho Policy Institute conducted a statistically significant survey of 600 residents, representing the treasure valley both geographically and demographically. The survey was conducted through cell phone, landline phone, online, and text message.

Some of the main takeaways from the survey include:

- 25% of Treasure Valley residents currently walk, bike, or use public transit to get to work or errands
- 44% of Treasure Valley residents say the pandemic has impacted their travel behavior
- 53% of Treasure Valley residents are open to using alternative forms of transportation
- 72% of residents are supportive of dedicating more space to walking and biking
- 80% of respondents agree that the area needs public transportation
- 89% of residents say that growth has had a greater impact on traffic in the Treasure Valley than the pandemic

The infographic with an overview of survey results and the full report are attached at the end of this memo. The report covers transportation behaviors and perceptions, rider experience factors, resource allocation, and future transportation trends.

Staff Recommendation/Request:

This is an information item only.

Implication (policy and/or financial):

Data from the survey and report will inform VRT's plans, both in the near-term (annual Transit Development Plans and other operational changes) and the long-term (visionary plans, such as ValleyConnect 2.0).

Highlights

- Executive Board approved COVID-19 Travel Behavior Study on January 4, 2021 with Resolution VBD21-002

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

Attachments:

- COVID-19 Travel Behavior Infographic
- COVID-19 Travel Behavior Report

TREASURE VALLEY TRAVEL BEHAVIOR

IMPACT OF THE COVID-19 PANDEMIC

This travel behavior survey was conducted January 4-10, 2022 and surveyed 600 adults who currently live in the Treasure Valley (Ada or Canyon County).

TRAVEL HABITS

Across the Treasure Valley, respondents travel habits varied based on their specific geography. Broadly, a sizable number report that their behavior has changed since the start of the pandemic – from commuting habits to alternative modes of transportation.

44% of respondents changed travel behavior due to COVID (traveling more or less)

Alternative Transportation Use

25%
Currently Use

53%
Open to using

55% of residents commute full-time
24% work from home full-time
21% alternate between both

89% of residents feel continuing growth has a greater impact on traffic than COVID

Key Findings

- More respondents report that the situation with COVID in Idaho has stayed the same over the past month (43%), while over a third (36%) say it has gotten worse. Only 17% say it has gotten better.
- A majority (75%) of Treasure Valley residents say their access to transportation was not impacted by the COVID-19 pandemic, while 23% say their access has been impacted in some way
- 80% of respondents agree that the area needs public transportation

Data Breakdown

Survey Sample: 600 residents

Ada: 71% **Canyon:** 29%

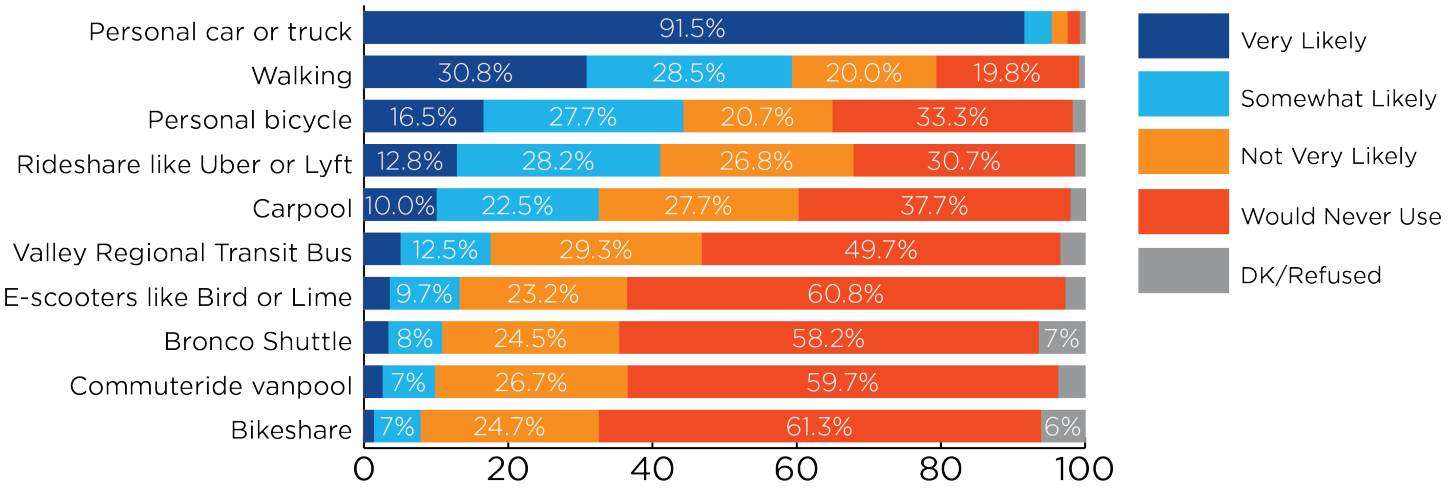
Jobs: 54% employed, 29% retired

Moved Here in Last 10 Years: 30%

Avg. Household Size: 2.8 persons

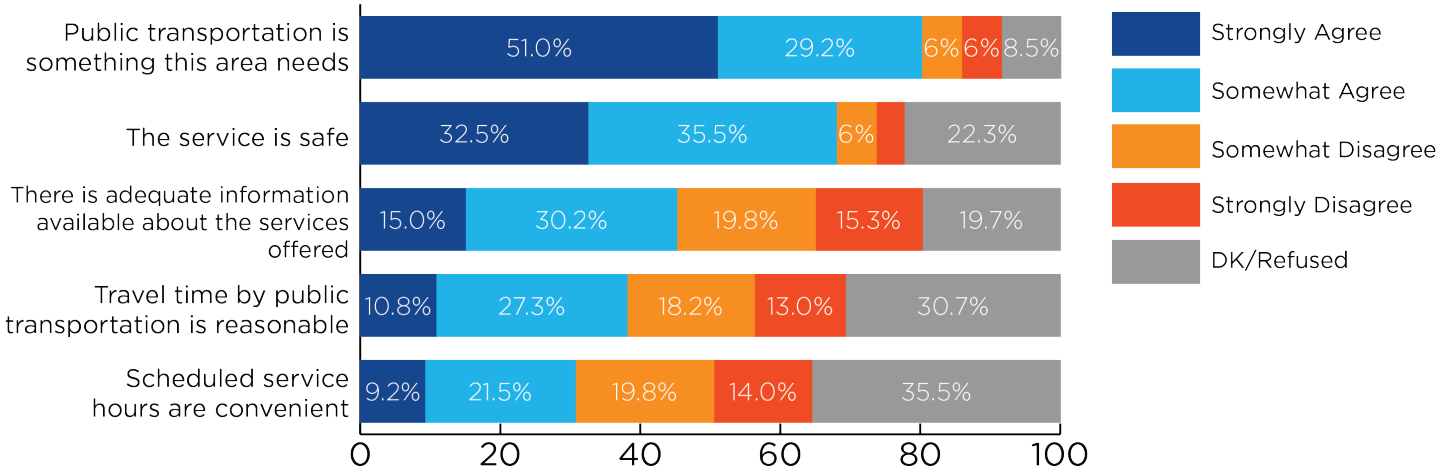
ADDITIONAL DETAIL VISIT: BOISESTATE.EDU/SPS-IPI/

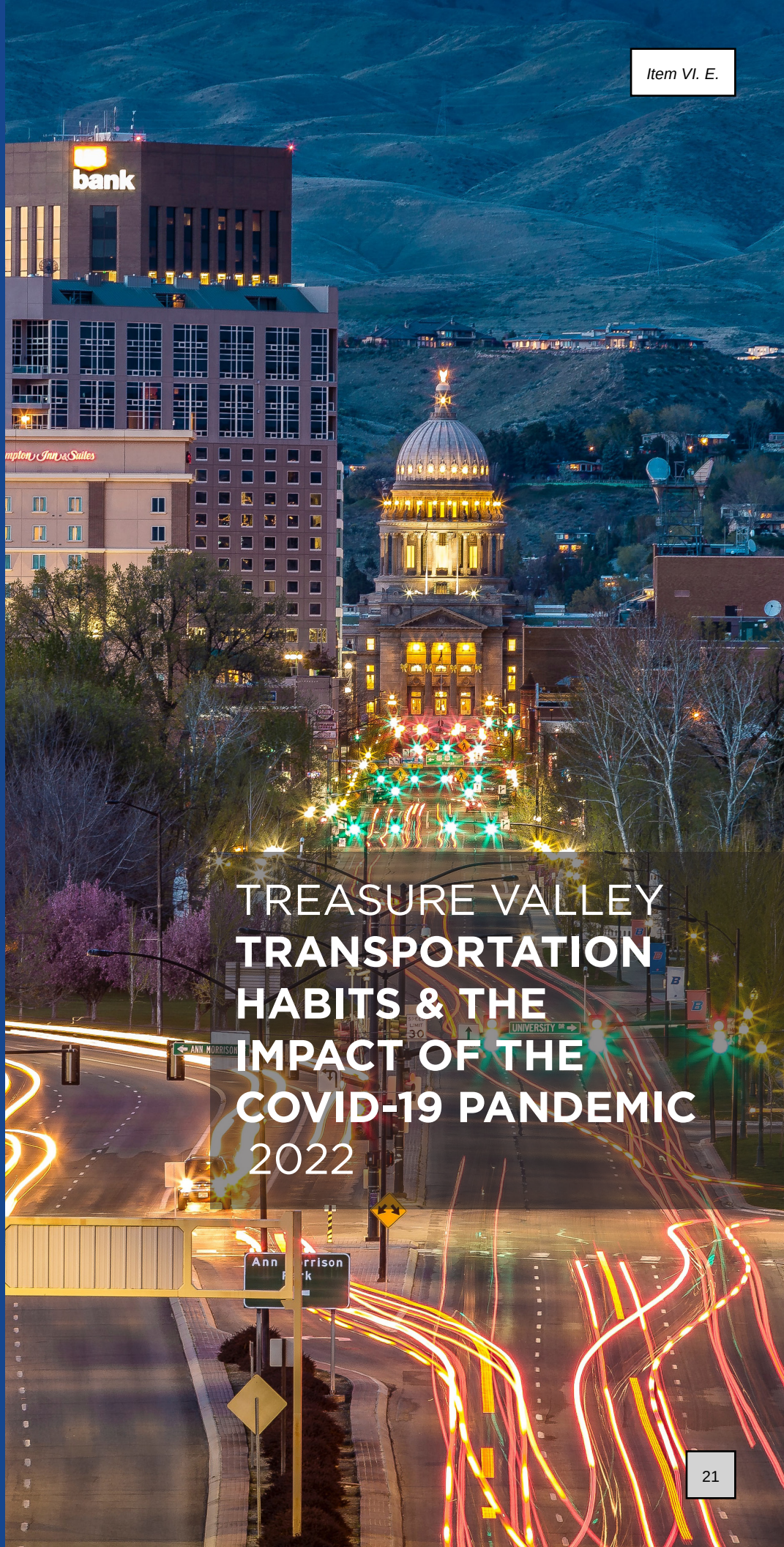
LIKELIHOOD OF USING TRANSPORTATION TYPE



Note: Survey questionnaire used "ValleyRide Bus" as a response category rather than "Valley Regional Transit Bus." As "ValleyRide Bus" is an outdated brand name that is no longer used for the service, the updated name is used for clarity.

PERCEPTIONS OF PUBLIC TRANSPORTATION





TREASURE VALLEY **TRANSPORTATION HABITS & THE IMPACT OF THE COVID-19 PANDEMIC** 2022

BOISE STATE UNIVERSITY
IDAHO POLICY INSTITUTE

TREASURE VALLEY TRANSPORTATION HABITS
EXECUTIVE SUMMARY

Valley Regional Transit is interested in better understanding how the COVID-19 pandemic has affected travel behaviors and perceptions in the Treasure Valley. It partnered with Idaho Policy Institute to create a survey to investigate these issues and collect responses from a sample of Treasure Valley residents. This travel behavior survey was conducted January 4-10, 2022 and surveyed 600 adults who currently live in the Treasure Valley (Ada or Canyon County). The sample is both geographically and demographically representative, with a simple random sampling margin of error of +/- 4.0%. GS Strategy Group conducted the survey using a mixed-mode approach that included cell phone (47%), landline phone (9%), online (40%) and text message (4%). The sample consisted of 427 responses (71%) from Ada County and 173 (29%) from Canyon County.

KEY FINDINGS

- More respondents report that the situation with COVID in Idaho has stayed the same over the past month (43%), while over a third (36%) say it has gotten worse. Only 17% say it has gotten better.
- While a majority of Treasure Valley residents (54%) say the COVID-19 pandemic has not substantially affected the frequency of their travel around the Valley, over a third (37%) say it has resulted in them traveling less, and 7% say they are traveling more due to the pandemic
- A majority (75%) of Treasure Valley residents say their access to transportation was not impacted by the COVID-19 pandemic, while 23% say their access has been impacted in some way
    - Most residents say that growth (89%) has had a greater impact on traffic in the Treasure Valley than the pandemic (6%)
- A quarter of Treasure Valley residents (25%) say they sometimes use alternative means of transportation like walking, biking, or public transportation to get to work or run errands
- More than half of Treasure Valley residents (53%) say they are open to using alternative forms of transportation
    - Almost half of these residents (46%) say the lack of a stop or station near their home is the main barrier, while over a third (36%) say alternative forms of transportation do not get them where they need to go
    - Only 17% of those open to using alternative forms of transportation cite worry over COVID-19 as a reason they currently do not
- Commute time is significantly related to one's openness to try alternative means of transportation, with those with shorter commute times (less than 20 minutes) being more open than those with longer commute times (greater than 20 minutes)
- 80% of respondents agree that the area needs public transportation and 68% agree that existing public transportation is safe

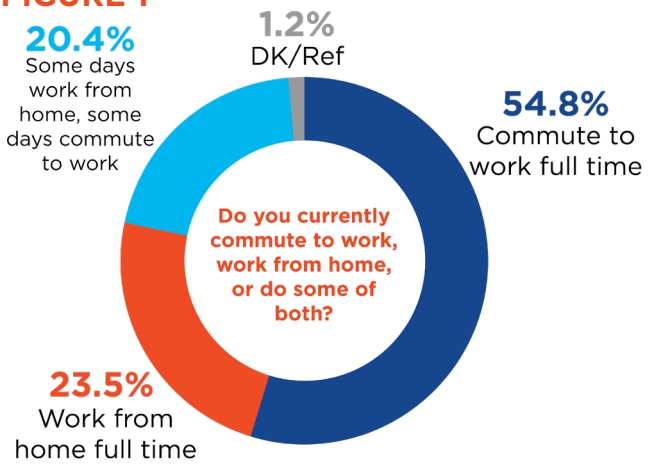
Cover photo Alden Skeie, Unsplash.c

COMMUTING HABITS

Daily commutes to and from work typically constitute peak hours of transportation. About 54% of Treasure Valley respondents report they are currently employed, while 5% are unemployed and 29% are retired. The remaining respondents identified themselves either as homemakers (5%), persons with disabilities (3%), students (2%), or temporarily laid off (2%).

Prior to the COVID-19 pandemic, the U.S. Census' American Community Survey reported that 92% of Boise Metro Area workers physically commuted, while 8% worked from home.[1] With commute patterns shifting due to the pandemic and increased telecommuting options, we were interested in identifying how many people in the Treasure Valley still physically commute every day. More than half (55%) of the 323 respondents currently employed say that they commute to work full time, while slightly less than a quarter (24%) said they work from home full time. About 20% say they work from home some days and commute to work on others (1% refused to say). This indicates a substantial increase in telecommuting compared to pre-pandemic levels.

FIGURE 1

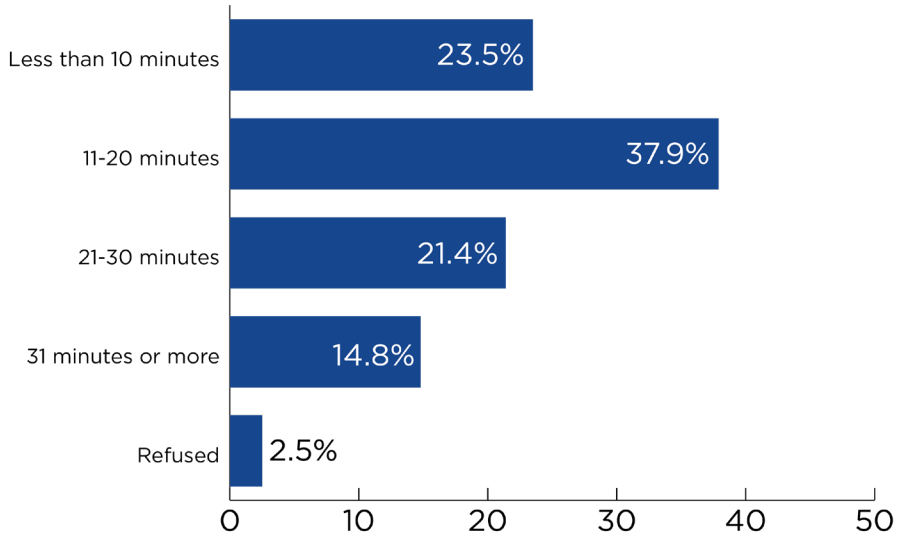


Respondents from Boise commute to work at a slightly higher rate (60%) than those who live in other areas of the Treasure Valley (52%). Conversely, those living outside of Boise are more likely to work entirely at home (26%) than their counterparts in the city (19%). While commuting to work full time was the most frequent response across all age groups, a greater proportion of those age 18-34 (63%) report commuting full time compared to older workers (44-54%). Similarly, workers age 45 or older had the highest incidence of telecommuting (27-31%) compared to younger workers (16-23%). Workers 65 and older (8%) are least likely to split their time between commuting some days and working from home on others, while those age 35-44 (27%) are the most likely. Other age groups range from 18-22%. Additionally, white respondents (24%) are more likely to report working from home full time than non-white respondents (14%).

Research has shown that the length of time one commutes can have a direct impact on their willingness to try alternative modes of transportation. We asked the 243 Treasure Valley residents who said they commute some or all of the time how many minutes it takes them to get from their residence to their place of work. Of these, a majority (61%) indicated their commute was less than 20 minutes, while more than a third (36%) said it took 21 minutes or more. Consistent with research, those with commute times less than 20 minutes expressed greater openness to alternative forms of transportation (65%) than those with commute times of 21 minutes or longer (45%) and the relationship is statistically significant.

1 U.S. Census 2019 American Community Survey (1-Year Estimates), Table S0801

FIGURE 2: COMMUTE TIME FROM RESIDENCE TO PLACE OF WORK

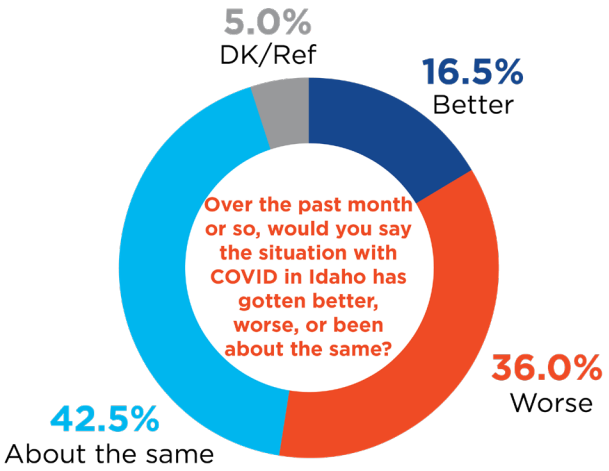


While most respondents report a commute time between 11 and 20 minutes, those age 18-34 (29%) and 35-44 (25%) are the most likely to have a commute 10 minutes or less compared to those 40 and older (13-19%). Only 30% of commuters in our sample indicate their daily commute brings them into the downtown Boise area, while the remainder commute elsewhere in the Treasure Valley.

COVID-19

The COVID-19 pandemic has impacted many aspects of our daily lives and we were interested in determining what—if any—effect it had on Treasure Valley transportation habits. We asked Treasure Valley residents if they felt the general COVID-19 situation in Idaho in the last month had gotten better, worse, or stayed about the same. Residents are split between thinking the COVID situation has stayed the same (43%) or gotten worse (36%) in the last month, while only 17% say that it has gotten better. Notably, response collection coincided with the surge of the omicron-variant of COVID-19, which likely affected some residents' assessment. Those who live in Boise are more likely to say the situation is worse (46%) than those who live in Meridian (32%) or other areas of the Treasure Valley (29%).

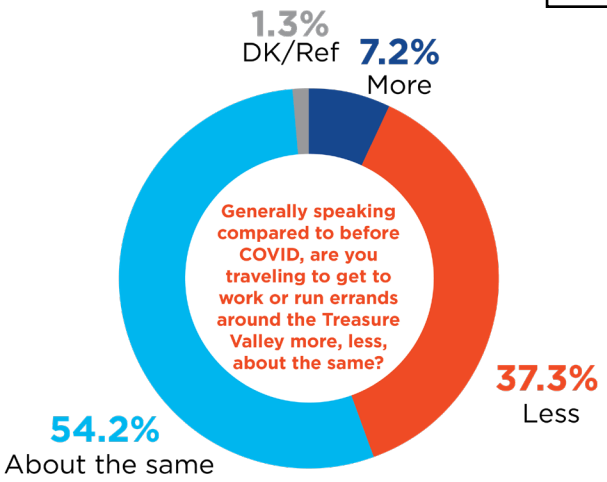
FIGURE 3



Most Treasure Valley residents reported that the COVID-19 pandemic did not substantially change their transportation habits or circumstances, but a sizable proportion still say that they have altered their behavior as a result of it. We asked residents if their travel around the Treasure Valley to get to work or for errands had increased, decreased, or stayed the same compared to before the pandemic. While a majority of residents (54%) say their travel has stayed the same, over a third (37%) say it has decreased since the start of the

pandemic and 7% say it has increased. Put another way, 44% of Treasure Valley residents say the pandemic has impacted their travel behavior in some way.

FIGURE 4

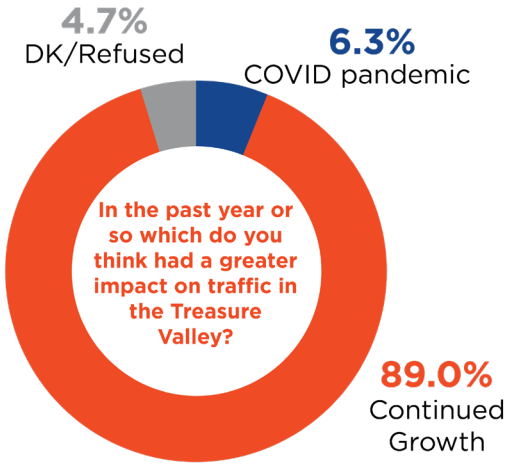


When given a list of choices and asked which item related to the COVID-19 pandemic has most impacted their access to transportation, a majority of Treasure Valley residents (75%) say their access has not been impacted, while 23% report that their access to transportation has been impacted in some way. Among specific impacts, financial hardship (9%) was the most frequent response, followed by increased traffic (9%). A reduced public transit schedule most impacted only 3% of residents, while 2% say they are most impacted by street closures. Financial hardship is more prevalent as an impact among non-white respondents (15%) and those age 18-34 (16%) or age 35-44 (14%). Increased traffic is more likely to be cited by those age 18-34 (12%).

Similarly, an overwhelming majority of residents say that continued growth (89%) has had a greater impact on traffic in the Treasure Valley than the COVID-19 pandemic (6%). Those age 45-54 (93%) and age 55-64 (94%) are slightly more likely to say growth has a greater impact than other age groups (84-90%), but it remains high across all age groups. Similarly, white respondents are slightly more likely to cite growth (90%) than non-whites (81%).

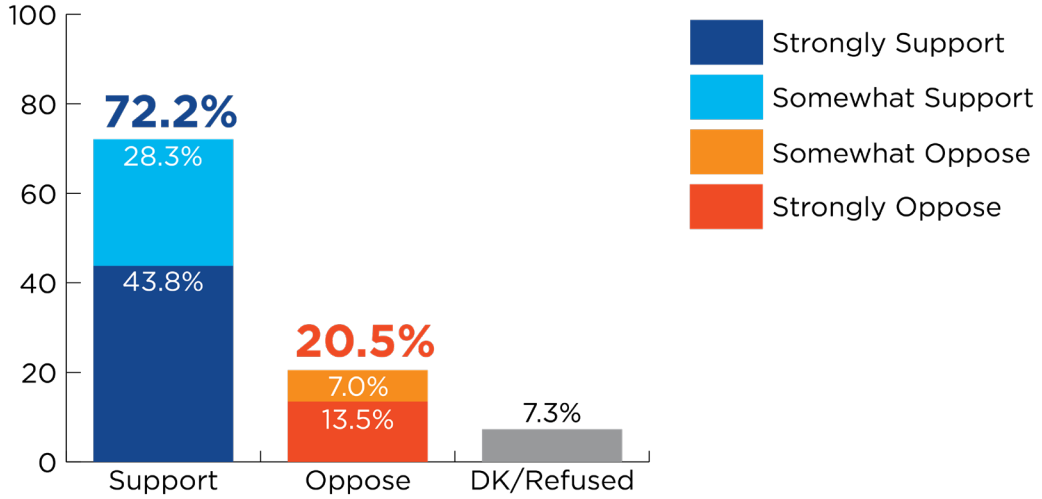
Even so, residents are split on how the pandemic has impacted congestion in the Valley. More respondents say that traffic was less congested (37%) during COVID, while nearly a third say it is about the same (32%) and a similar sized group say it was more congested (29%). Those age 65 and older are more likely to say traffic is more congested (35%) than other age groups (24-29%). Conversely, respondents age 45-54 are most likely to say traffic is less congested. Additionally, white respondents are more likely to say traffic congestion is about the same (33%) compared to non-whites (22%).

FIGURE 5



One way that cities across the country have responded to the COVID-19 pandemic is by reconceptualizing public spaces to widen sidewalks, expand networks of bike lanes, and dedicate more street spaces for walking and biking at a safe social distance. We asked residents if they would support or oppose such efforts within the Treasure Valley. Most respondents (72%) are supportive of this approach, with 44% indicating they strongly support it, while 21% are opposed (14% strongly opposed). Boise residents (78%) are more likely to support the concept than Meridian residents (64%), but it is favored in both cities, as well as by those who live in other areas of the Treasure Valley (72%).

FIGURE 6: SUPPORT OR OPPOSITION OF IDAHO CITIES DEDICATING MORE STRE SPACE FOR WALKING AND BIKING AT A SAFE SOCIAL DISTANCE



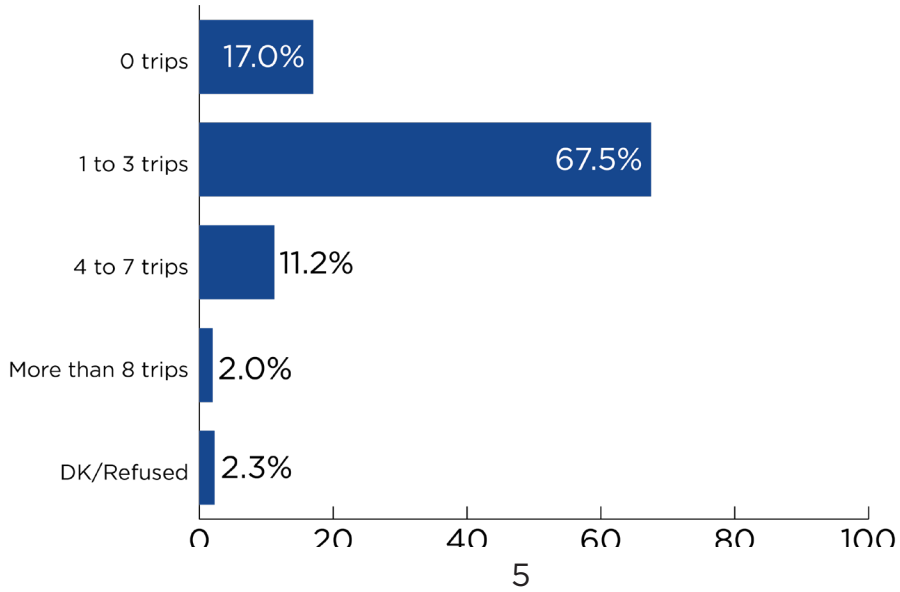
ALTERNATIVE MODES OF TRANSPORTATION

SINGLE OCCUPANCY VEHICLES

High single-occupant vehicle (SOV) usage is typically accompanied by increased congestion and pollution. As such, many cities have adopted goals of reducing the amount of SOVs on the road. In order to determine how prevalent SOV car trips are in the Treasure Valley, we asked respondents to identify both the number of trips per day and the distance they travel each week where they are the only occupant in their vehicle.

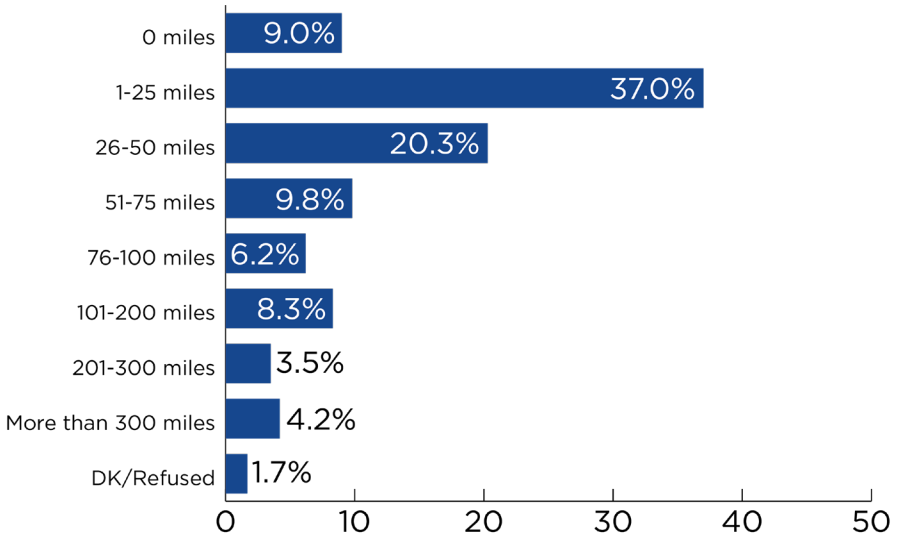
In terms of car trips, the vast majority of residents (68%) report taking one to three trips per day where they are the only occupant, while 17% say they never drive alone. Conversely, 11% say they take four to seven trips per day alone, while only 2% indicate they travel more than eight trips per day.

FIGURE 7: SINGLE OCCUPANT VEHICLE (SOV) CAR TRIPS PER DAY



In terms of miles traveled alone per week, most residents (57%) indicate they drive 0 to 50 miles per week where they are the only occupant of their vehicle. An equal number of Treasure Valley residents report driving 51 to 100 miles (16%) and more than 100 miles (16%) per week, while 9% say they do not drive any distance alone.

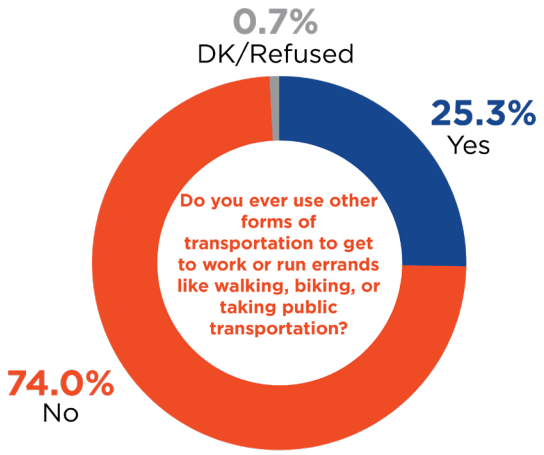
FIGURE 8: SINGLE OCCUPANT VEHICLE (SOV) MILES TRAVELED PER WEEK



MODE SHIFT

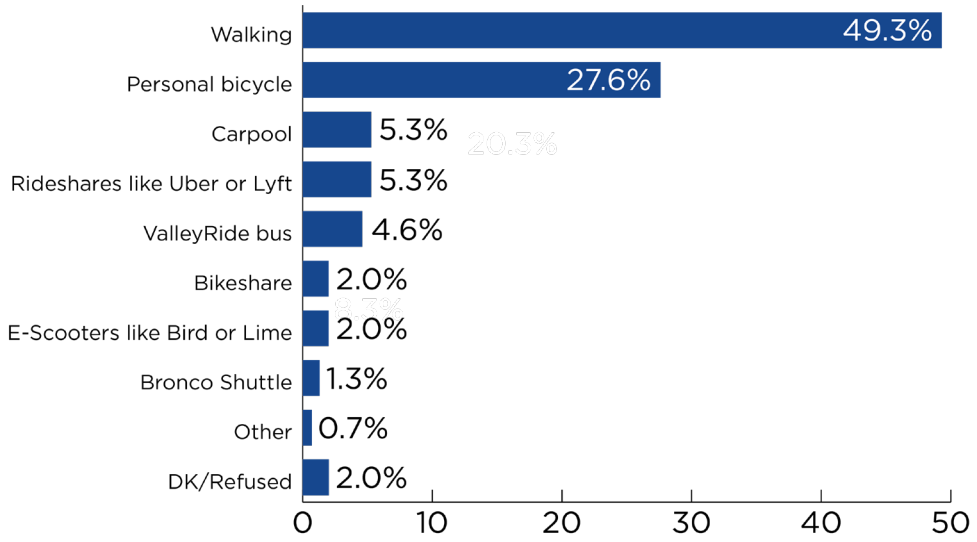
One way that cities and counties have sought to decrease SOV usage has been to encourage other modes of transportation, such as walking, biking, or taking the bus. A quarter of Treasure Valley residents (25%) said that they have used alternative forms of transportation to get to work or run errands, while most (74%) had not. Use of alternative transportation modes is much higher in Boise (37%) than in Meridian (20%) or other areas of the Treasure Valley (17%). Similarly, use is higher among those age 18-34 (29%) and age 35-44 (30%) than among other age groups (19-26%).

FIGURE 9



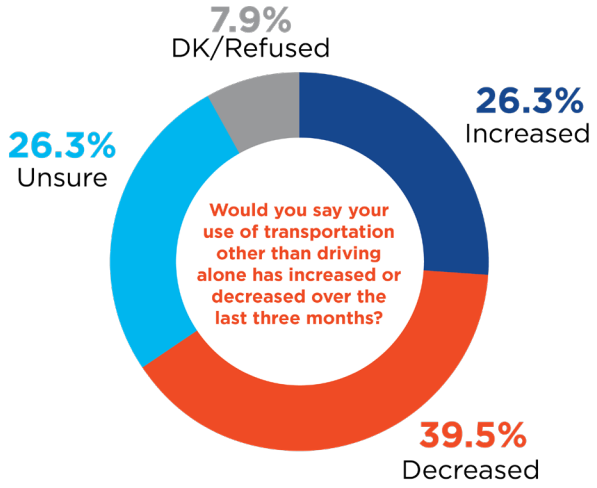
Out of the 152 respondents who use other transportation modes, just under half (49%) say walking is their main alternative method to get to work or run errands, while 28% said it was riding a bicycle. While carpooling (5%), rideshares like Uber or Lyft (5%), and taking the bus (5%) are the next highest responses, their overall percentages are low. Those age 45-54 are most likely to report riding a bicycle (44%) and taking the bus (15%) compared to other age groups (20-28% riding a bicycle, 0-5% riding the bus). Men are more likely to report riding a bicycle (39%) than women (14%), while women are more likely to walk (61%) than men (39%).

FIGURE 10: ALTERNATIVE TRANSPORTATION METHOD USED



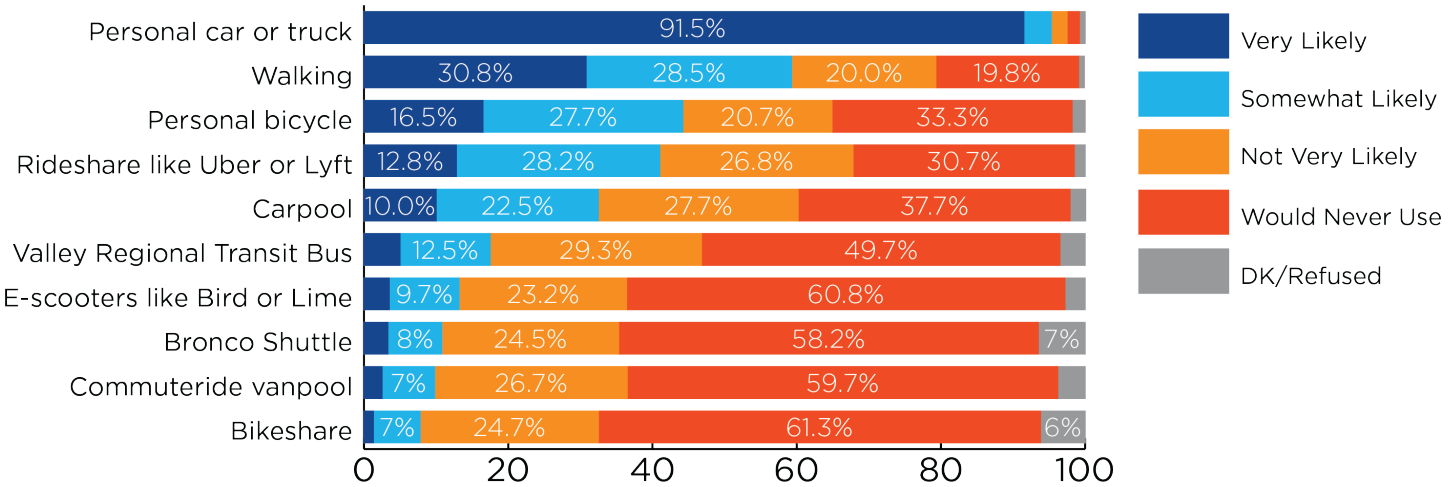
Again out of the 152 respondents who use other transportation modes, 40% report that their use of this alternative method has decreased over the last three months, while a little more than a quarter (26%) say it has increased—a similar amount are unsure (26%). Given that walking was the most frequent alternative mode and the timing of the survey (in the middle of winter), these results are not particularly surprising and may be a greater indicator of weather effects. Those who live in Boise (31%) are more likely to say their usage has increased over the past three months compared to Meridian (27%) or other areas of the Treasure Valley (16%). Men are also more likely to say their usage has decreased over the past three months (43%) than women (35%).

FIGURE 11



In order to gauge how likely a respondent is to use a particular form of transportation, we gave them a list of transportation modes and asked them whether they were likely or unlikely to use it. Personal car or truck (95%) and walking (59%) were the only modes to receive majority support from respondents, although personal bicycle (44%), rideshares like Uber or Lyft (41%) and carpools (33%) received some support. Boise residents are more likely to cite walking (63%), bicycles (48%), rideshares (46%), and the bus (21%) compared to those outside of Boise (walking 57%, bicycles 42%, rideshares 38%, and the bus 15%).

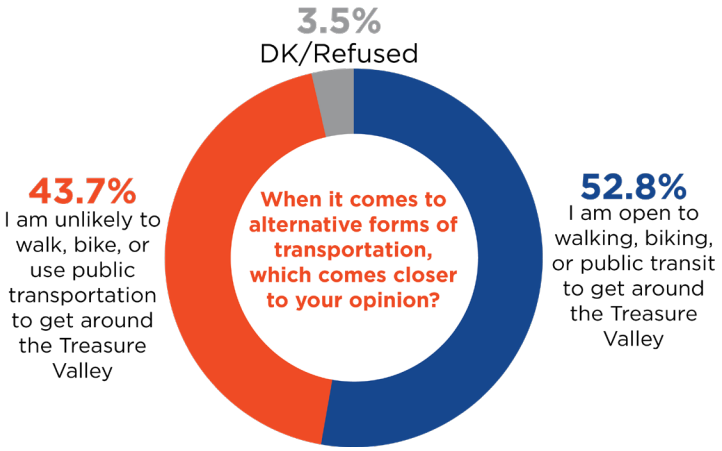
FIGURE 12: LIKELIHOOD OF USING TRANSPORTATION TYPE



Note: Survey questionnaire used "ValleyRide Bus" as a response category rather than "Valley Regional Transit Bus." As "ValleyRide Bus" is an outdated brand name that is no longer used for the service, the updated name is used for clarity.

We asked residents whether they were open to walking, biking, or using public transit to get around the Treasure Valley. A majority of respondents (53%) say they are, while 44% are not. When considered in conjunction with the question regarding current use of alternative modes of transportation, this suggests that twice as many people are open to using alternative modes than currently use them, which constitutes a potential audience for outreach efforts by mode shift proponents. Residents of Boise (59%) and Meridian (53%) reported being more open to alternative means than other areas of the Treasure Valley (46%). Those age 18-54 are most open to alternatives means (55% or more) compared to other age groups (41-49%).

FIGURE 13

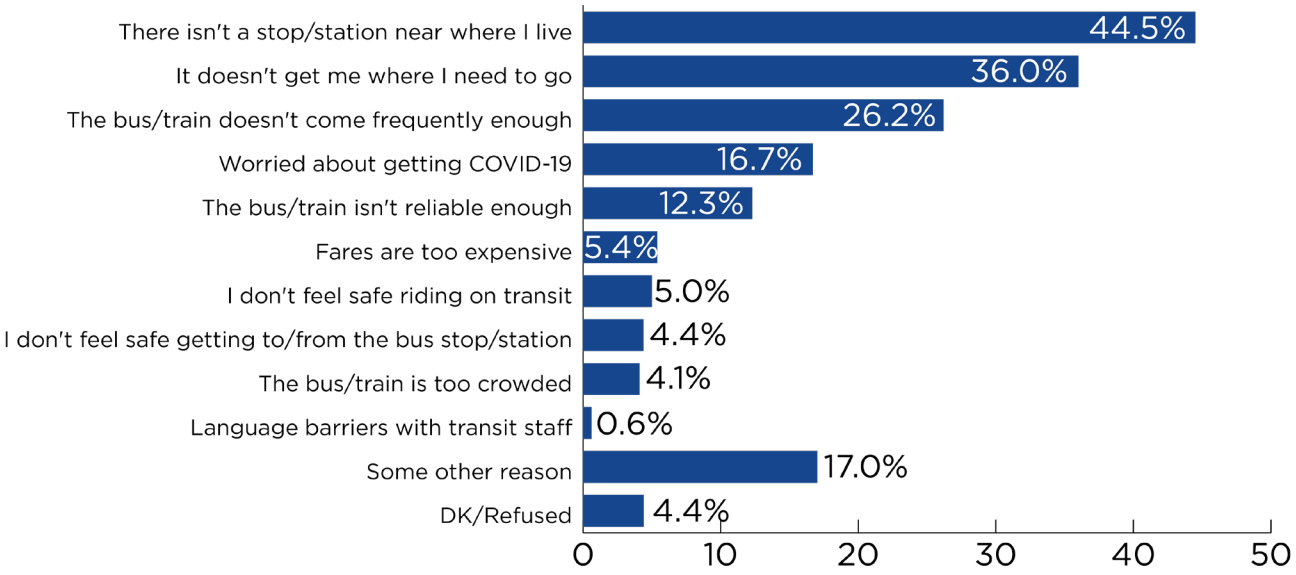


BARRIERS TO USE

With so many Treasure Valley residents open to alternative means of transportation, we were interested in identifying what barriers—if any—are currently preventing them from using them. We presented only the 317 respondents who indicated they were open to alternative means of transportation with a range of possible access barriers.

Of these, 45% indicate they do not currently use alternative modes because there is not a stop or station near where they live, a concern more pronounced among those age 35-44 (47%), age 45-54 (62%) and age 55-64 (56%) than those age 18-34 (29%) and 65 or older (38%). A lack of a stop or station is also more pronounced among white respondents (46%) than non-white respondents (31%) and for those who live outside of Boise, with Meridian (61%) and other Treasure Valley areas (51%) citing it compared to less than a third of Boise residents (30%).

FIGURE 14: BARRIERS TO PUBLIC TRANSIT USE



Another sizable group (36%) say that alternative transportation modes do not currently get them where they need to go, which is more likely to be cited by those age 35-54 (39-41%) or age 65 or older (45%) than those age 18-34 (26%) or age 55-64 (31%). Women are also more likely to name this as a barrier (40%) than men (31%).

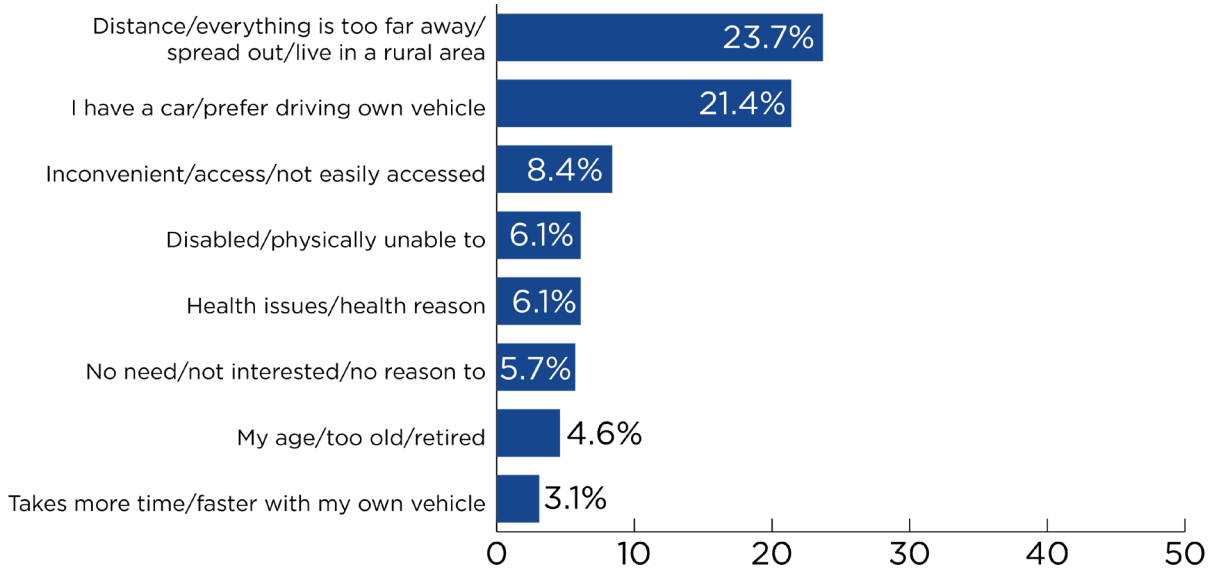
Just over a quarter of alternative-open respondents (26%) say the bus does not come frequently enough, a concern most prevalent among those age 35-64 (29-32%) compared to other age groups (20-23%), as well as among more men (29%) than women (22%).

Only 17% cite worry over COVID-19 as a reason they do not currently use public transit more, although concern was highest among those age 65 or older (30%).

Exploring responses from the other direction, we also asked those who indicated they were not open to alternative modes of transportation (262 respondents) why they were unlikely to use them to get around the Treasure Valley. Residents were free to answer however they liked and these were coded into like categories. While responses varied, the most frequent related to distance, such as living too far away or in a rural area with no service (24%)—a response more common among those age 45-64 (30-31%) than other age groups (15-22%) and among white respondents (25%) compared to non-whites (9%). This was closely followed by people expressing a preference for their own car (21%), strongest among those age 18-34 (40%) relative to all other age groups (11-22%). A preference for one's own car was also greater among non-whites (35%) than whites (20%).

All other responses—including inconvenient access (8%), physical inability (6%), and health issues (6%)—received less than 10% of responses. A preference for driving a car is the top reason among Boise (25%) and Meridian (26%) residents, while other areas of the Treasure Valley cited distance and the spread out nature of rural areas as their top reason (31%).

FIGURE 15: WHY UNLIKELY TO USE PUBLIC TRANSPORTATION (RESPONSES >3%)



PERCEPTIONS OF PUBLIC TRANSPORTATION

In order to gain a better sense of perceptions and opinions surrounding public transportation in the Treasure Valley, we asked residents how strongly they would agree or disagree with a number of statements related to aspects of transportation services offered throughout the Valley. It is important to note that we asked all 600 survey respondents these questions regarding their perceptions of public transportation in the Treasure Valley, while the previous section about potential barriers were asked only to those who indicated an openness to using public transportation.

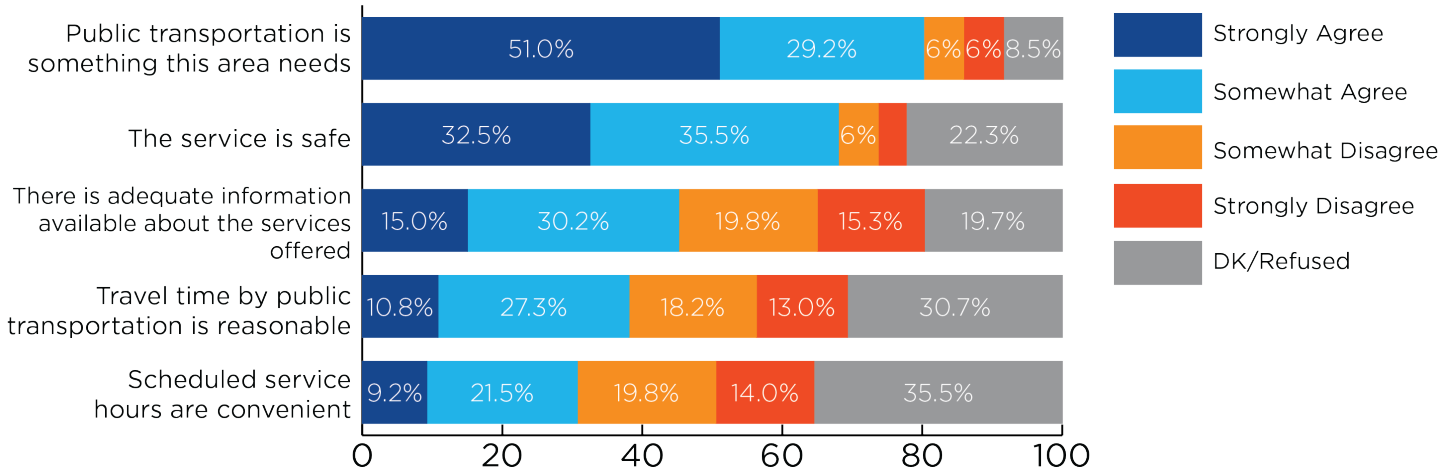
About 45% of Treasure Valley residents agree that there is *adequate information available about the services offered*, with the level of agreement highest in Boise (50%) followed by Meridian (46%) and then other areas (40%).

Residents are more split when considering whether *scheduled service hours are convenient*, with 34% saying they disagree compared to 31% who agree (36% did not know or refused to answer). Disagreement is highest among Boise residents (39%) and lowest among those who live in Meridian (27%)—those who live in other areas of the Treasure Valley are somewhere between the two (33%). Those age 18-34 are more likely to agree (42%) compared to other age groups (26-28%).

A majority of Treasure Valley residents (68%) agree that public transportation *service is safe*, compared to 10% who disagree. Once again, agreement is highest among Boise residents (75%) compared to Meridian (67%) and other areas (62%). It also exceeds 60% agreement among all age groups. When looking at responses by race, whites are more likely to agree (70%) that the service is safe than non-whites (58%).

Residents are again split on whether *travel time by public transportation is reasonable*. While 38% say they agree with that statement, 31% disagree. Boise residents are again more likely to agree (47%) than those who live in Meridian (36%) or other areas (31%).

FIGURE 16: PERCEPTIONS OF PUBLIC TRANSPORTATION IN THE TREASURE VAL



Finally, an overwhelming majority of residents (80%) agree that *public transportation is something this area needs*, while 11% disagree. Responses by city follow similar patterns, with agreement highest among Boise residents (87%) followed by Meridian (78%) and the rest of the Treasure Valley (74%).

In order to get a sense of what might convince someone to use public transportation, we asked residents what one thing would have to happen for them to use public transportation on their commute to work. Across a long list of responses, respondents overwhelmingly (43%) say they do not know or did not answer the question. Having stops closer to where they live or work is the next highest response (6%), followed by a more convenient schedule (5%). The only other responses to get at least 4% support include having a train or light rail system (4%) and if their car were broken down (4%).

More Boise residents cite a more convenient schedule (8%) compared to Meridian (3%) and other areas (2%). Alternatively, having more stops closer to their home or workplace was more common among Meridian residents (7%) and other areas of the Treasure Valley (8%) than in Boise (3%).

EMPLOYMENT

Transportation issues do not appear to have substantially impacted employment in the Treasure Valley. Only 5% of Treasure Valley residents said they had to resign or otherwise leave a job in the Boise area due to transportation issues and responses exhibit no regional difference. Those age 18-34 are most likely to report having to leave a job due to a transportation issue (12%) compared to other age groups (1-5%). At the same time, only 13% of residents reported having access to transportation benefits from their employer, school or professional organization.

Among the 79 respondents that receive a transportation benefit, 42% reported receiving a free or reduced bus pass, while 24% had access to free parking. About 20% had access to a carpool or vanpool, while 17% had access to a shuttle service and 15% to bicycle parking or storage. Shuttle service was more likely to be reported by Boise respondents (24%) than non-Boise (11%), while carpool and vanpool services were more likely among non-Boise residents (28%) than Boise (9%).

CONCLUSION

While a majority of Treasure Valley residents say their transportation has not been substantially impacted by the COVID-19 pandemic, a sizable number (44%) report that their travel around the Treasure Valley has been impacted. This could be due in part to the increase in work-from-home among residents. That said, more Treasure Valley residents say the COVID situation has stayed the same, as has their travel around the Valley, and continued growth is seen as having a much greater impact on traffic congestion than the pandemic.

Most Treasure Valley residents report taking three or fewer trips per day where they are the only occupant in their vehicle, with a majority traveling less than 50 miles a week. While a quarter currently use alternative means of transportation, almost twice as many are open to walking, biking, or public transportation to get to work or run errands in the future. This suggests there is currently a receptive audience for mode shift efforts. Not having stops close to where they live and/or work is the most common barrier cited, while others note that current service does not get them where they need to go.

These findings provide a useful overview of Treasure Valley residents' transportation habits in 2022. As both these habits and the COVID-19 pandemic continue to evolve, it will be important to keep them in mind as future transportation initiatives are considered.

This report was prepared by Idaho Policy Institute at Boise State University
and commissioned by Valley Regional Transit.

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BOISE STATE UNIVERSITY
IDAHO POLICY INSTITUTE

TOPIC	**Disadvantaged Business Enterprise (DBE) goal**
DATE	October 18, 2022
STAFF MEMBER	Cameron Wells

Background

Valley Regional Transit has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. VRT has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, VRT has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of VRT to ensure that DBEs as defined in Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. It is also our policy:

- To ensure nondiscrimination in the award and administration of FTA-assisted contracts
- To create a level playing field on which DBE's can compete fairly for FTA-assisted contracts
- To ensure that the DBE Program is narrowly tailored in accordance with applicable law
- To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs
- To help remove barriers to the participation of DBEs in FTA assisted contracts
- To assist the development of firms that can compete successfully in the marketplace outside the DBE Program

To establish VRT's DBE goal, staff identified any potential sources of contracting opportunity that may be available for DBEs within Ada, Canyon, Elmore, and Owyhee counties. First, staff determined a base figure for the relative availability of DBEs by establishing the number of DBEs registered with the Idaho Transportation Department (ITD) relative to total businesses within relevant categories within the four-county area. Then, VRT examined all relevant evidence to determine whether any adjustments were required to arrive at the overall goal.

As the result of efforts by VRT to date, the overall goal for participation by DBEs in VRT's federally assisted contracts will be 0.1861%.

In recognition of VRT's additional responsibility to foster DBEs, VRT will continue in its efforts to forge community awareness of the VRT DBE Program through discussions and communications with minority and DBE focused organizations. VRT will encourage small businesses to qualify as ITD Registered DBE's. VRT's DBE Liaison and the Procurement Officer will review all procurements and related projects to determine if DBEs can be utilized. VRT will analyze procurements in the early stages to ascertain the best method to develop the bid specifications in order to enable more DBE participation.

More Information

Attachments: Goal Methodology Narrative 2023

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For detailed information contact: Cameron Wells, Controller, 208.258.2704, cwells@valleyregionaltransit.org

DBE METHODOLOGY AND GOAL FOR VALLEY REGIONAL TRANSIT

FOR FEDERAL FISCAL YEARS:

2023, 2024, and 2025

August 23, 2022

OVERVIEW OF THE GOAL-SETTING PROCESS

The following narrative explains the efforts of the Valley Regional Transit ("VRT") to establish a three (3) year DBE participation goal as set forth in Title 49 Code of Federal Regulations Part 26 with an effective date of October 1, 2022. VRT is required to implement the three (3) year DBE goal for Federal fiscal years: 2023, 2024, and 2025. Additionally, the methodology utilized for participation goal based on the federally- aided contracts using funds disbursed by the Federal Transit Administration ("FTA") is outlined. The federal regulatory mandate is set forth in Title 49 Code of Federal Regulations Part 26 (Part 26).

The Regulatory Mandate

Recipients of FTA funds are required to submit new overall goals for DBE participation using the two-step goal-setting process set forth in Section 26.45 of Part 26 by:

- Establishing a base figure for DBE availability
- Describing the evidence with which it was calculated
- By making adjustments to that figure, where appropriate
- Describing the evidence relied upon for such adjustments

Under Step One of the goal-setting process, recipients are required to calculate DBE availability to set a new annual overall goal for FTA-assisted contracts based upon "demonstrable evidence of the availability of ready, willing and able DBEs relative to all businesses ready, willing and able to participate" on its FTA-assisted contracts.

Under Step Two, recipients must examine all relevant evidence for consideration of a possible adjustment to the base figure to reflect the "effects of the DBE program and the level of participation that would be expected but for the effects of past and present discrimination."

As an extension of this process, Section 26.45 requires recipients to meet the "maximum feasible portion" of its overall DBE utilization goal through race-neutral means. Under Section 26.51(b), race-neutral means include providing assistance in overcoming limitations such as the inability to obtain bonding or financing by simplifying the bonding process; reducing bonding requirements; eliminating the impact of surety costs from bids; and, providing services to help DBEs and other small businesses obtain bonding and financing. Race neutral participation occurs any time that a DBE wins a prime contract through customary competitive procurement procedures; is awarded a subcontract on a prime contract that does not carry a DBE goal, or even if there is a DBE goal, wins a subcontract from a prime contractor that did not consider its DBE status in awarding the contract (e.g. a prime contractor that uses a strict low bid system to award subcontracts).

Utilization of Contractors and Subrecipients

VRT does not directly operate the Ada County and Canyon County transit systems. Rather, VRT has contracted with transit contractors in each of those counties to operate those systems. Presently, VRT has contracted with First Transit to operate the fixed line and demand response operations within those counties.

VRT passes through some federal funds to subrecipients. For FY2023, FY2024 and FY2025, VRT estimates that it will pass-thru $700,000 in federal capital funds to subrecipients.

Geographic Market Area

VRT defines the Market Area as the area in which the majority of business is conducted for its contractors and subcontractors. The majority of VRT's contractors and subcontractors are located in Ada, Canyon, Elmore, and Owyhee Counties. This is the area in which VRT and subrecipients spend the substantial majority of operating and capital dollars.

Public Notice, Outreach and Comment Component of DBE Goal-Setting

VRT has posted a public notice and associated DBE Program and Goal Calculation Methodology on our website. Interested parties can access this information by utilizing the following link (CTR + Enter):

Title VI/ADA - Valley Regional Transit

Additionally, the website also provides an address where public comments may be sent. The revised DBE Program and Goal Calculation Methodology was posted on the VRT website on August 23, 2022, effectively beginning the public comment period. VRT will receive public comments until the close of business on October 3, 2022.

Following the public comment period, VRT will review any public comments received and incorporate relevant portions into the final goal submittal to FTA.

SUMMARY OF THE PROPOSED OVER ALL DBE GOAL: TWO STEP GOAL-SETTING EFFORT

First, VRT identified any potential sources of contracting opportunity that may be available for DBEs. Step 1 calls for "determining a base figure for the relative availability of DBEs" (49 C.F.R. § 26.45(c)). "Relative availability of DBEs" means "the availability of ready, willing and able DBEs relative to all businesses ready willing and able to participate on DOT-assisted contracts" (49 C.F.R. § 26.49(b)).

Section 26.45(c): Step 1 Calculation

- The base figure for the relative availability of DBE's was calculated as follows:

Base Figure = 0.4861% 20 - Ready, Willing, and Able DBE's

4114 - All Firms Ready, Willing, and Able

The data source or demonstrable evidence used to derive the numerator (Ready, Willing, and Able DBE Firms) was all applicable active and still certified DBE firms that were found in the Idaho Transportation Department's (ITD) DBE Directory:

https://itd.dbesystem.com/FrontEnd/VendorSearchPublic.asp?TN=itd&XID=43

It is assumed that all firms listed in ITD's DBE Directory are ready, willing, and able to perform services or provide product within the Ada, Canyon, Elmore, and Owyhee County areas.

- The data source or demonstrable evidence used to derive the denominator (All Firms Ready, Willing, and Able) was the identification of all "North American Industry Classification System" (NAICS) codes representing products or services that may be required by VRT for FFY's 2023, 2024 and 2025. Once the NAICS codes were identified, then the U.S. Census Bureau's website was referenced to identify the total number of available firms within each NAICS category within the Ada, Canyon, Elmore, and Owyhee County areas.
- VRT then divided the numerator by the denominator to arrive at the base figure for the overall goal, with that percentage coming to 0.4861%.

When identifying DBEs, VRT refers to those firms certified by the Idaho Transportation Department (ITD) Unified Certification Program ("UCP"). The UCP list of DBEs is used in conjunction with data obtained from the U.S. Census Bureau. VRT reviewed the DBEs within the ITD Unified Certification Program for the Ada, Canyon, Elmore, and Owyhee counties surrounding VRT's primary location in Meridian Idaho. VRT then produced a report capturing each DBE, DBE's NAICS # and NAICS Description for ease in referencing future DBE project opportunities.

Total Firms - Ada/Canyon Counties	DBE Firms Ready, Willing and Able - Ada/Canyon Counties
4114	20
4114	**20**

Percent of DBE Firms Ready, Willing and Able	**0.4861%**
Adjustment Due to Past Consideration of DBE Participation	**-0.3000%**
DBE Percentage Goal	**0.1861%**
Estimated Expenses Eligible for DBE	$23,066,233
DBE Expenditure Goal	$42,937

VRT identified areas of potential DBE contracting opportunity during FFY 2023 through 2025. VRT utilized the Transit Asset Management system and applicable operational and subrecipient expenses as a guide in analyzing DBE opportunities.

VRT used the FY23 budgeted expenses to arrive at the estimated eligible expenses for DBE's.

Step-2 Under Step-2 of the goal setting process, VRT was required by the DBE regulation to

examine all relevant evidence in its jurisdiction to determine whether any adjustments, up or down, were required to arrive at the overall goal. Step 2 necessarily took into account other conditions or variables impacting DBEs in the identified market area.

- After calculating the base figure of the relative availability of DBE firms, evidence was examined to determine whether an adjustment to the base figure, if any, was appropriate in order to arrive at the overall goal. The evidence examined included, but was not limited to, the current capacity of ITD listed DBE firms to perform work on FTA assisted contracting programs; and evidence from related fields, occupations and industries that affect the opportunities for DBE firms to form, grow, and compete. VRT has note in past requisition experiences that few DBE's submitted bids/quotes/proposals for those DBE's to be considered. Due to the low turnout of participating DBE's, VRT has decided to adjust the percentage down for this time period with the caveat to putting in more effort to help DBE's participate in the competitive process by performing more outreach with DBE's.

RACE CONSCIOUS/RACE NEUTRAL ADJUSTMENT

VRT expects to meet the entire goal through race-neutral means. VRT circulated the ITD DBE Listing to all VRT managers in order to alert them to possible DBEs that could be utilized.

FINAL GOAL

As the result of efforts by VRT to date, the overall goal for participation by DBEs in VRT's Federally assisted contracts will be 0.1861%. It will be achieved through race-neutral measures.

In recognition of VRT's additional responsibility to foster DBEs, VRT will continue in its efforts to forge community awareness of the VRT DBE Program through discussions and communications with minority and DBE focused organizations. VRT will encourage small businesses to qualify as ITD Registered DBE's. VRT's DBE Liaison and the Procurement Officer will review all procurements and related projects to determine if DBEs can be utilized. VRT will analyze procurements in the early stages to ascertain the best method to develop the bid specifications in order to enable more DBE participation.

PROGRAM TERMS CONSISTENT WITH 49 C.F.R. PART 26.

DBE – A small, for-profit business that meets the size, ownership, control, and definitional requirements of 49 C.F.R. Part 26.5 and has been certified by Idaho's Unified Certification Program (UCP) under the federal regulation set forth in 49 C.F.R. Part 26.

READY, WILLING AND ABLE BUSINESSES/ENTERPRISES – The current universe of businesses interested, capable, and authorized to perform work on CAT's federally-assisted, transportation-related contracts. *Ready* refers to those businesses that perform a trade, function or service that may be utilized on CAT's federally assisted contracts. *Willing* refers to ready businesses that have either performed or expressed a bona fide interest in performing a function on CAT's federally assisted contracts. *Able* refers to ready and willing

businesses that have fulfilled CAT's requirements to participate in the performance of its federally assisted contracts

READY, WILLING AND ABLE DBEs – Those businesses that meet the definition of "ready, willing and able businesses" and that have been certified any of the certifying entities for the UCP consistent with the provisions of 49 C.F.R. Part 26.

RELATIVE AVAILABILITY OF DBEs – Consistent with 49 C.F.R. Part 26.45, "relative availability" of DBEs refers to demonstrable evidence of the availability of ready, willing and able DBEs relative to all businesses ready, willing and able to participate on CAT's federally-assisted transportation-related contracts.

RACE-NEUTRAL MEASURES – Consistent with Section 26.5, the definitional section of the federal regulation set forth in 49 C.F.R. Part 26, CAT's race-neutral measures are those designed to assist all small businesses as opposed to measures designed to benefit DBEs alone.

RACE-CONSCIOUS MEASURES – Consistent with the definitional section of the federal regulation set forth in 49 C.F.R. Part 26, CAT's race conscious measures are those that are focused exclusively on DBEs. These include traditional contract goals.

TOPIC	Canyon County On-Demand Transit Update
DATE	September 27, 2022
STAFF MEMBER	Leslie Pedrosa

Summary

As discussed previously, without additional local funding available the service hours will remain unchanged. Contractor staff will continue to monitor service metrics to ensure buses are scheduled when the demand is high and reduce when the need is low. By monitoring the metrics, VRT hopes to reduce the challenge of getting a ride at peak times.

The table below provides the service metrics for July and August that were shared at the RAC meeting in September. Staff will present September and fourth quarter metric comparisons during the presentation at meeting.

	FY2022	FY2021	
Top Operational Metrics	**Jul-22**	**Jul-21**	**Variance**
Total Rides Requested	3,410	3,049	11%
Total Rides Accepted	2,220	2,175	2%
Total Passengers	2,464	2,488	-1%
Revenue Hours Operated	693	741	-7%
Revenue Miles Operated	15,128	16,267	-8%
Boardings Per Hour	3.56	3.36	6%
Service Metrics	**Jul-22**	**Jul-21**	**Variance**
Total Rides Requested	3,410	3,049	11%
Acceptance Rate (Proposals accepted/proposals offered)	80%	83%	-4%
Average Pick-up Wait Time (in minutes)	25	25	0%
Average Walking Distance to Pick-up Location (in feet)	703	544	23%
Average Ride Duration (in minutes)	17	18	-6%
Average Ride Distance (in miles)	6	7	-13%
Average Ride Rating 1 -5 Stars	4.755	4.7	1%
Ride Request Breakout	**Jul-22**	**Jul-21**	**Variance**
Total Rides Requested	3,410	3,049	11%
Requests Made Outside of Service Hours	128	71	45%
Error with Booking Request	70	60	14%
Seat Unavailable (Bus Not in Vicinity)	436	295	32%
Offered Ride Not Accepted	284	219	23%
Ride Cancelled/No-Show	272	229	16%
Rides Accepted	2,220	2,175	2%
Completion Rate (Rides Accepted/Total Rides Requested)	65%	71%	-10%

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	FY2022	FY2021	
Top Operational Metrics	**Aug-22**	**Aug-21**	**Variance**
Total Rides Requested	4,396	3,241	26%
Total Rides Accepted	2,702	2,159	20%
Total Passengers	3,021	2,472	18%
Revenue Hours Operated	817	716	12%
Revenue Miles Operated	17,290	15,209	12%
Boardings Per Hour	3.70	3.45	7%
Service Metrics	**Aug-22**	**Aug-21**	**Variance**
Total Rides Requested	4,396	3,241	26%
Acceptance Rate (Proposals accepted/proposals offered)	79%	84%	-6%
Average Pick-up Wait Time (in minutes)	27	28	-3%
Average Walking Distance to Pick-up Location (in feet)	692	588	15%
Average Ride Duration (in minutes)	19	18	6%
Average Ride Distance (in miles)	7	6	5%
Average Ride Rating 1 -5 Stars	4.8129	4.67	3%
Ride Request Breakout	**Aug-22**	**Aug-21**	**Variance**
Total Rides Requested	4,396	3,241	26%
Requests Made Outside of Service Hours	112	81	28%
Error with Booking Request	133	150	-13%
Seat Unavailable (Bus Not in Vicinity)	747	444	41%
Offered Ride Not Accepted	311	201	35%
Ride Cancelled/No-Show	391	206	47%
Rides Accepted	2,702	2,159	20%
Completion Rate (Rides Accepted/Total Rides Requested)	61%	67%	-8%

August had the highest number of requested rides and passengers since service inception in October 2020. August also had the lowest completion rate since service inception.

Staff Recommendation/Request

This is an information item only.

Implication (policy and/or financial)

With the expectation to grow the on-demand service to allow for ten boardings per hour, staff is still working to find funding partners that see the need for public transportation in Canyon County. This innovative approach to improve services in Canyon County is proving that additional funding is needed from current and future funding partners, for growth to continue.

More Information

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

TOPIC	Bus Stop Typology Study
DATE	October 18, 2022
STAFF MEMBER	Alissa Taysom

Staff Recommendation/Request

No action, this is an information item only.

Highlights

- January
  - Develop Branding Concept Framework – Complete
  - Existing Conditions/Technology Options Analysis – Complete
  - Finalized Basis of Design – Complete
  - Kit of Parts Workshop #1 – Complete
- February
  - Develop Draft Bus Stop Kit of Parts – Complete
  - Review Draft Signage/Branding Alternatives – Complete
- March
  - Refine and Select Final Branding Concept – Complete
  - Technology Concepts Workshop – Complete
  - Finalize Technology Concept for Kit of Parts – Complete
  - Kit of Parts VRT/Partner Agency Review – Complete
- April
  - Kit of parts internal review – Complete
- July
  - Development of Blade Design – In progress
- October
  - Internal Review
  - External Partner Review
  - Information Item to RAC
- November
  - Information item to Board
  - Finalize Bus Stop Kit of Parts
- January
  - Action item to Board

Summary:

Signage at bus stops provides important navigation and scheduling information for passengers of the transit system. The need for maintenance and refurbishment of existing bus stop signs has prompted VRT staff to launch the Bus Stop Typology Study, with the goal to update the current design to provide the public with bus information that is clear, correct and scalable across the system. Updates may include alterations to sign blade layout, contents, materials, and additional infrastructure.

VRT has created a project team to help provide internal and external input into this project. The internal team has representatives from operations, customer service, development, and

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the Regional Advisory Council. The external team includes representatives from the City of Boise and the Ada County Highway District.

With the completion of the Kit of Parts, works has begun on development of new blade designs. With the new blade designs, VRT will be simplifying the coloring of the routes be categorizing the routes to three types of fixed routes, Frequent/Premium, Local and Express. Each route type will have its own designated color, allowing riders to see at a glance the types of service available at a stop.

The concept for the new signs calls for them to be more visible, easy to understand, and include wayfinding information. Premium corridors will also include supplemental information, similar to the line maps on the front of the route brochures, indicating major destinations served by the Premium routes.

VRT staff has developed a timeline for the roll out of the updated stop signage, starting in the third quarter of FY2023.

Phase 1: 3rd – 4th Qtr. FY2023

- Blade replace + supplemental (Premium Corridors)
- System Map update
- Brochure update
- Sticker updates for remaining old sings
- QR code with schedule

Phase 2: 1st-4th Qtr. FY2024.

- Other route blade updates + supplemental

Phase 3: Late FY2024 – FY2026

- Wayfinding campaign
    - Accompanied by route promotion
- Digital advertising

Phase 4: FY2026 – FY2028

- Realtime information campaign
- Digital advertising continued

Associated Activities

- Park and Ride signage updates
- Update rolling stock base colors

Next Steps:

- October
    - Internal Review
    - External Partner Review
    - Information Item to RAC
- November
    - Information item to Board
    - Finalize Bus Stop Kit of Parts

- January
    - Action item to Board

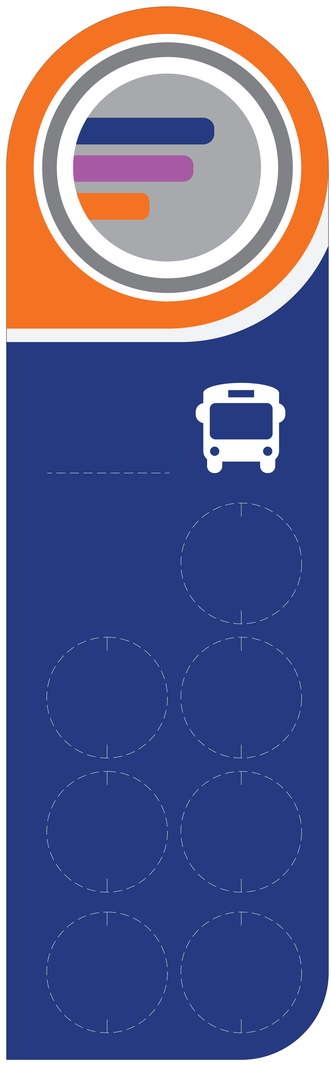
Implication (policy and/or financial)

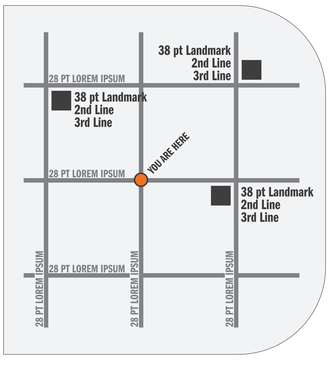
Kit of parts will integrate passenger amenities, customer information and branding at standard and premium locations. These improvements will be designed to increase transit use by making the service more visible and easier to use.

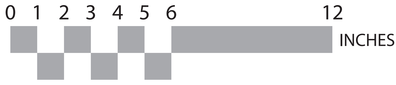
More Information

For detailed information contact: Alissa Taysom, Associate Planner, 208-258-2717, ataysom@valleyregionaltransit.org.

12”







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#F37321 (0,68,99,0)

#17FFC1 (PREMIUM-FREQUENT)

#B655BD (36,77,0,0) (EXPRESS)

#F6F33C (8,0,84,0) (LOCAL)

1 — Harris Ranch Via Parkcenter

- ✓ MONDAY-FRIDAY
- ✓ PEAK
- ALL DAY
- ✓ EVENING
- SATURDAY

Main Street Station

- Boise City Hall
- Grove Plaza
- Boise Public Library
- Julia Davis Park
- Zoo Boise
- Boise Art Museum
- Ann Morrison Park
- Morrison Center
- Boise State University

6 - 10 MIN.

University & Joyce

- Albertsons on Broadway

6 - 11 MIN.

Parkcenter & Pennsylvania

- SouthShore Shopping Center
- Albertsons on Parkcenter
- Timberline High School
- Bown Crossing
- Library at Bown Crossing
- The Mill District at Harris Ranch

7 - 12 MIN.

Millspur

3 — Vista

- ✓ MONDAY-FRIDAY
- ✓ PEAK
- ✓ ALL DAY
- ✓ EVENING
- ✓ SATURDAY

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- Vista Village

11 - 12 MIN.

Vista & Overland

- Albertsons on Vista
- Hawthorne Elementary
- Shoshone Park

7 MIN.

Boise Airport

43 — Caldwell Express

- ✓ MONDAY-FRIDAY
- ✓ PEAK
- ALL DAY
- EVENING
- SATURDAY

10th & Larkspur

- Jefferson Middle School
- West Valley Medical Center
- Caldwell Public Library
- Canyon County Courthouse
- Sebree Park

5 MIN.

Chicago & 12th

- JUMP
- Boise City Hall
- Grove Plaza

43 - 46 MIN.

Chicago & 12th

- Idaho Department of Labor
- St. Lukes Medical/Boise Medical Center
- Julia Davis Park
- Boise River Greenbelt
- University of Idaho Boise
- Albertsons on Broadway
- Boise State University
- Morrison Center for the Parforming Arts

11 - 16 MIN.

Line 3, etc.

HH — 1st Line 2nd Line 3rd Line

- ✓ MONDAY-FRIDAY
- ✓ PEAK
- ✓ ALL DAY
- ✓ EVENING
- ✓ SATURDAY

Line 1 , etc.

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? - ? MIN.

Line 2 , etc.

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Line 3 , etc.

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TOPIC	Operations Update
DATE	September 27, 2022
STAFF MEMBER	Leslie Pedrosa

Staff Recommendation/Request

This is an information item, to provide an update on service operations.

Highlights

- Driver shortages
- Electric bus update
- Nampa Grocery Shuttle
- Demand Response Scheduling Software

Summary

Ada County and Canyon County continue to face challenges hiring for driver positions, following a driver wage increase by contractor First Transit. Driver shortages are also still being a challenge for specialized transit service providers.

Proterra continues to troubleshoot issues with battery electric bus chargers in Ada County. For a short time, all six chargers were operating properly. Currently, there is one charger that is only charging battery packs to 90% capacity. Proterra is facing supply issues and are expecting the three additional charges to be delivered in November and installed in December. Proterra is also expecting to correct the issue with the original six chargers in December as well. VRT is still expecting to have 18 working chargers by the end of December. VRT still has five battery electric buses in service, four 40' buses and one 35' bus. VRT has not placed the remaining seven 35' battery electric buses in service with the charger issues still not addressed.

The Nampa Grocery Shuttle continues to operate with a restriction on number of passengers. Saint Alphonsus limits the number of riders on the bus at one time. There has been minimal ridership, but it is expected to increase once restrictions are lifted, and the service is promoted again. Saint Alphonsus will eliminate passenger restriction when the COVID-19 Community Level in Canyon County is in the green zone. At the time of this memo, Canyon County is in the yellow zone.

The new demand response scheduling software through Via Mobility (Via) has been in use for Eagle Transportation Services and ACCESS services in Ada and Canyon Counties since September. VRT staff is working with Harvest Transportation, Supportive Housing and Innovative Partnerships and Metro Community Services to prepare their services to launch with Via in December.

Implication (policy and/or financial)

VRT will continue to work with partners to grow the public transportation footprint in the Treasure Valley. VRT will ensure any new service has been vetted through proper work groups, while ensuring no duplication of service is created.

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More Information

For detailed information contact: Leslie Pedrosa, Operations Director, 208-258-2713, lpedrosa@valleyregionaltransit.org

TOPIC	Executive Director Report
DATE	September 22, 2022
STAFF MEMBER	Kelli Badesheim

Organizational Changes

The VRT Board of directors changed the title for the authority's executive to Chief Operating Officer at the August 2022 Board meeting. Staff is completing an organizational alignment of our positions to ensure VRT's organizational chart supports the work of the organization effectively, identify gaps in functions and staffing reflecting the future organizational growth, reduce the number of direct reports for the CEO from eight to no more than five, and update the naming convention to correspond with the change to CEO title for the executive. The first phase of these changes will go into effect on October 1, 2022. The changes are primarily realigning positions between departments and changing job titles.

Connected Canyon County

We delayed the planned open house we had scheduled for August until after the City of Nampa completed their budget process. We will be holding our last public outreach event this fall 2022. Staff will then provide a summary report of the information we gathered from key community partners in Canyon County. The summary report will be shared with our jurisdiction partners in Canyon County as we work collaboratively to complete the Comprehensive Service Analysis, the Transportation Development Plan annual update, and provide input into the cities' transportation and comprehensive planning activities. I have so appreciated the opportunity to reach out to the community to ensure we have diverse voices from all over Canyon County.

Executive Director Transition

I have been focused the last few months on preparing for stepping down as the Executive Director. This includes wrapping up and passing along some of the work and projects I have been involved in over the last couple of years. The remainder of my time at VRT will be to focus on some key initiatives that will ultimately get passed on to the new CEO. These include reviewing the recent revenue analysis VRT had completed by Eco Northwest to define next steps to move recommendations forward, wrapping up Connected Canyon County, supporting the plan for updating our business approach to specialized transportation services, and supporting the staff in preparing for the transition.

Projects and Community Activities

- Providing project management support to the Connected Canyon County Initiative Community Partners activities
- Co-chair community impact work through United Way board participation
- Providing staff support to the State Street Corridor Executive Team

More Information

For detailed information contact: Kelli Badesheim, Executive Director, 208.258.2712, kbadesheim@valleyregionaltransit.org.

TOPIC	Development Department Monthly Report
DATE	September 14, 2022
STAFF MEMEBER	Stephen Hunt

Summary

Development Department activities for September 2022 report

VRT Strategic Plan

Goal 1 - Demonstrate responsible stewardship of public resources

Performance Based Decision-making

- Transportation Development Plan (TDP)
  VRT staff incorporated comments on the draft TDP and prepared a final TDP for board consideration. Staff also prepared the FY2024-2028 TDP and FY2024 Budget development calendar for board consideration.

Funding Development

- Budget Development –Staff presented the budget at the July meeting and has continued to refine the FY2023 budget based on feedback from stakeholders and the board.
- Transportation Development Plan (TDP) – The TDP is being prepared in parallel to the FY2023 budget. It is informed by the FY2023 budget process and provides a multi-year look at transit funding requests.
- Grant Opportunities – So far this year VRT has applied for three competitive grant programs:
  - RAISE: $10.5 million for the State Street Premium Corridor project - Successful, NEPA action currently underway. Grant planning and initiation underway.
  - Low No: $20 million for electric vehicles and on-route charging that will keep VRT on track for fleet electrification – Successful, grant planning and initiation underway.
  - Bus and Bus Facilities: $2.7 million to continue upgrading the Orchard Maintenance Facility. Not successful.

  VRT will continue to work with its funding partners to find and pursue funding opportunities.

Goal 2 – Increase Ridership and Revenue

- FY2023 and FY2024 Service Changes – Approved service changes will take effect October 3, 2022. Staff has continued reviewing route performance and is beginning the development of recommendations for FY2024 that are designed to increase ridership.
- Ridership Growth – Development staff has continued to track ridership performance. Ridership levels have trended upwards since February of 2021.

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Goal 3 - Build institutional and regional capacity

Regional Capital Enhancements

- **Orchard Facility Master Plan**
  Hawkeye has begun 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 of 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 cathotic 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:
     a. Orchard and Kootenai - Complete
     b. Orchard and Overland- Complete
     c. Overland and Black Marlin
     d. Emerald and Hartman- Complete
     e. 36th and Pinehurst- Complete
     f. 36th and Hill- underway
     g. Fort and 12th
     h. S Protech Dr at Frank Church High School
     i. Goddard and Milwaukee (Goddard Linear Park) - Withdrawn

  2- State Street NEPA and Design scope (RFP) consultant was approved. Consultant team has begun agency coordination and data collection. NEPA is anticipated to take 6-8 months for approval in FY2023 with FY2024 construction.

Regional Corridor Planning

- **State Street Corridor Projects**
  1. VRT has continued to prepare 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 has continued 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 – VRT staff has presented the draft Kit of Parts to stakeholders and the board and is incorporating those comments into the final draft. VRT has begun working on the graphic design/branding and 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 presented the findings of the TOA to the executive board. The board will consider accepting the findings of the TOA at the August board meeting. Staff will be presenting the findings to ACHD commission in September.

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	September 14, 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 worked with Eagle Senior Center staff to launch the new demand response scheduling software with Via Mobility, LLC. ACCESS services will be using the new scheduling software by the time the Board meets in October. Phase two set up has begun for the remaining senior center and non-profit providers using RouteMatch scheduling software. VRT will begin setting up the scheduling software for the remaining service providers that are not using any scheduling software beginning in December.

- At this time, all six chargers on site are working. Proterra is still expecting to install three additional charging stations. These chargers were planned to be installed at the end of summer, at no cost to VRT. At this time, we do not have an update from Proterra when the three additional chargers will be installed. Proterra still expects to have replacement equipment installed 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 a variety of electric bus manufacturers to get replacement vehicles costs, in preparation of the RAISE and Lo-No Grant funding that VRT was awarded. With these grant awards, VRT will be purchasing up to eight (8) replacements battery electric buses.

- 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 will continue to provide updates to the boards as the project progresses.

- VRT staff, First Transit staff and Main Street Station security contractors participated in an Exercise Information System (EXIS) workshop with the Department of Homeland Security (DHS) and the Transportation Security Administration (TSA). The scenario followed the active shooting event that occurred at Town Square Mall. Following the workshop, TSA and DHS provided an after action report for emergency response training areas that VRT and contractors can improve on.

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- VRT staff has began looking into the possibility of digital advertising on buses to better communicate with passengers on the bus, in transit centers and at bus stops on-route. Staff will build an implementation plan and budget to determine feasibility.

Highlights:

Contracted Transportation

Canyon County Highlights

- No preventable accidents in July and August
- Intercounty on-time performance 69% for July
- ACCESS on-time performance 89% for July
- On-demand on-time performance 87% for July
- Intercounty on-time performance 64% for August
- ACCESS on-time performance 87% for August
- On-demand on-time performance 81% for August
- Finalized fiscal year 2023 service change concepts

Ada County Highlights

- One preventable accident in July
- Fixed-route on-time performance 87% for July
- ACCESS on-time performance 98% for July
- One preventable accident in August
- Fixed-route on-time performance 87% for August
- ACCESS on-time performance 98% for August
- Finalized fiscal year 2023 service change concepts

Specialized Transportation

- Eagle Senior Center started using the new demand response scheduling software on September 7
- Several services are still trying to hire new drivers
- Rides2Wellness in Canyon County continues to see a growth in ridership
- Volunteer Driver program continues to see a decline in ridership

Information Technology and Intelligent Transportation Systems

- Staff resolved 128 support requests from 138 submitted in July
- Phishing emails continue to be sent to system users for testing awareness
- Preparing equipment for launch of new demand response scheduling software

Compliance

- Completed drug and alcohol training for Specialized Transportation drivers
- Completed rides checks for automatic passenger counter (APC) system recertification for fiscal year 2022 for National Transit Database reporting
- Completed annual Davis Bacon Wage Determination training for VRT staff and transit contractors
- Completed onsite training and audit with Transportation Security Administration (TSA)

Customer Service Support

- Customer service handled 2,638 of 2,856 phone calls for information, with 215 calls abandoned. The average call time was 2 minutes, 37 seconds and the average hold time was 18 seconds in July.
- Reservationist handled 921 of 992 phone calls to change or schedule a ride on ACCESS, with 65 calls abandoned. The average call time was 3 minutes, 27 seconds and the average hold time was 12 seconds in July.
- On-demand services handled 624 of 715 phone calls to schedule a ride, with 90 calls abandoned. The average call time was 1 minute, 57 seconds and the average hold time was 25 seconds in July.
- Customer service handled 3,098 of 3,415 phone calls for information, with 312 calls abandoned. The average call time was 2 minutes, 37 seconds and the average hold time was 17 seconds in August.
- Reservationist handled 1,159 of 1,259 phone calls to change or schedule a ride on ACCESS, with 82 calls abandoned. The average call time was 3 minutes, 22 seconds and the average hold time was 13 seconds in August.
- On-demand services handled 814 of 915 phone calls to schedule a ride, with 101 calls abandoned. The average call time was 1 minute, 47 seconds and the average hold time was 25 seconds in August.
- July City Go Pay mobile ticket sales totaled $10,055.50
- August City Go Pay mobile ticket sales totaled $12,808.50

More Information

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

TOPIC	Finance and Administration Activity Report
DATE	October 3, 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 July, VRT operating expenses were 20% under budget and capital expenses were 67% under budget
- Finance staff are working on closing the 4th quarter and preparing for the annual audit
- Finance staff are working with Development department staff to draft and send FY2023 Cooperative Agreements to local jurisdictions
- 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
  - Regional Radio Replacements

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

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TOPIC	Programs and Marketing Update
DATE	September 8, 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 completed a busy summer doing YMCA camps.
- SRTS is now back in schools through the Treasure Valley.

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
- SMG completed the mailer that will go to households and businesses within ½ mile of the new route. The mailer will drop the week of October 3.
- Organic social media started the first week of September.
- Paid social and digital display ads start October 3 and continues through December.
- Community outreach has begun to businesses and housing complexes along the route.
- VRT built out a new information page about the Route 30 for the website.
- Working on a launch event tied to Oktoberfest in downtown Meridian

Route 45
- Pre-promotion of the changes to the Route 45 began the first week of September.
- Doing outreach to Boise State and the College of Western Idaho

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 will make its selections before the start of the fiscal year

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- In Fiscal year 2022, VRT contracted with Boise State Public Radio, Radio Boise, and the Lotus Boise group of stations to run promotional announcements about VRT services.

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.
- Since switching to a shorter monthly publication, the newsletter has nearly doubled the open rate of the every-other-week version.
- 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 September 8, 2022:
    - 1,532 rides
    - 1,609 sign-ups
    - 272 uses of the free 30-minute ride coupon
    - 514 uses of the new Day pass
- The pilot program will run through the end of October. The hope is that during that time, VRT will be able to attract title sponsor-level support to make the system permanent and expand it to 300 bikes or more.
- 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	Community Engagement Update
DATE	October 3, 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 been working on an overall agency communications strategy, which brings together the communications, marketing, and engagement efforts in order to present a cohesive strategy each year.
- This plan also includes specific campaigns, such as the launch of Route 30 and the change to the Route 45, which began early September. This campaign includes earned, owned, paid, and shared media, alongside public and internal engagement.
- The Communications 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.
- Staff has also been distributing communications regarding service changes across our channels and with community partners.
- In late June, VRT launched Connected Treasure Valley 2022, an engagement initiative aimed at collecting input on transportation projects that will provide more travel options for the region. This initiative gives the community a place to share feedback and allows VRT to share a vision for the future and the steps we're taking to get there. Throughout the initiative, participants explored service changes and programs that will be introduced in the next year and provided feedback to the Transportation Development Plan (TDP).

More Information

Attachments: None

For detailed information contact: Jason Rose, Community Engagement Manager, 208-258-2739, jrose@valleyregionaltransit.org

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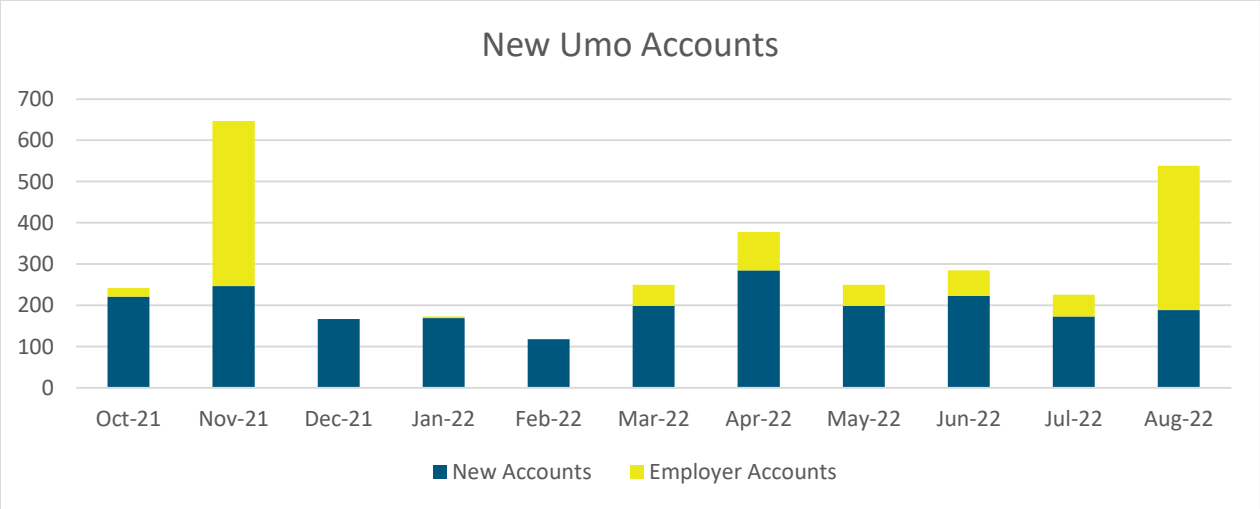
TOPIC	City Go Report
DATE	October 3, 2022
STAFF MEMBER	Kaite Justice

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 draft plan is currently in the revision process and is set to be finalized by the end of September.

- Umo is coming up on its one-year anniversary at VRT. The system was launched on October 1, 2021. Umo fare payment system update:
    - Revenue-to-date (Oct. 2021-Sept 13, 2022): $110,383.71
    - New accounts this month: 189
    - New accounts total: 3,698
    - All three scooter companies in the area are not live in the Umo trip planner! Vall-ebike is coming in October.



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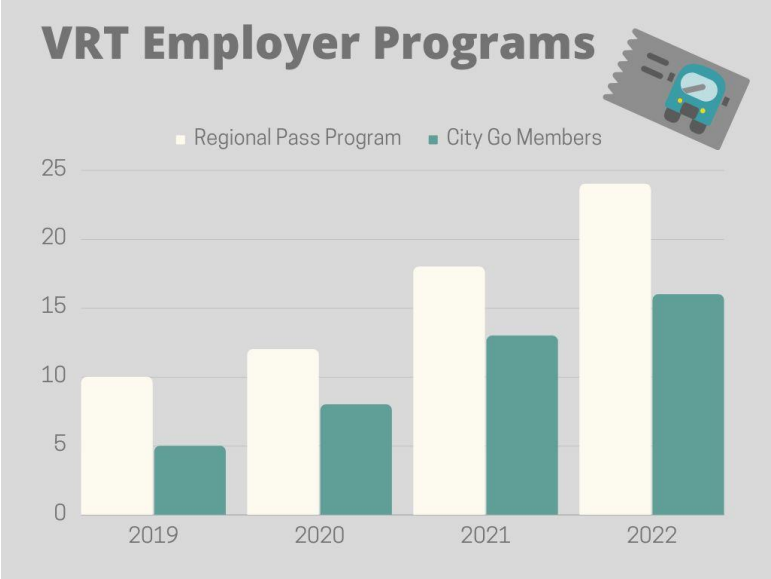
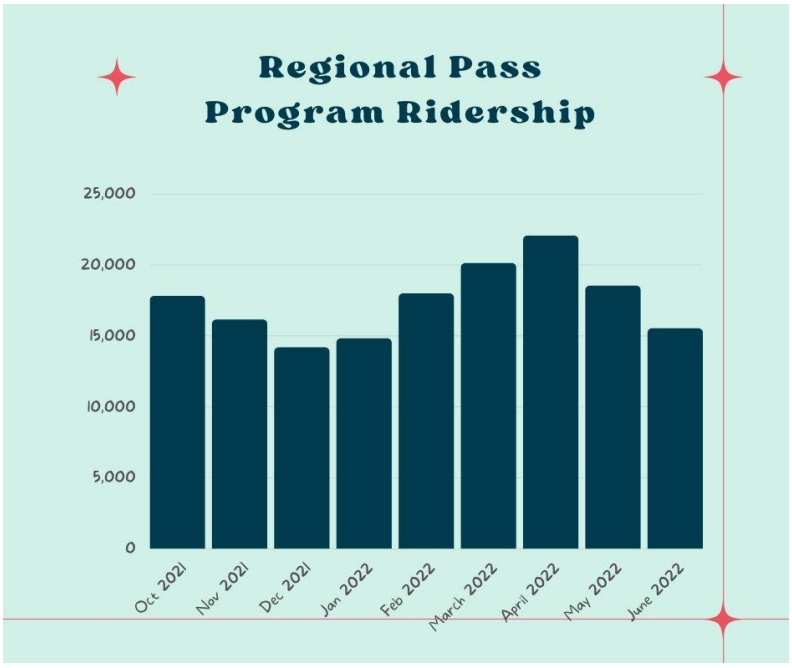
	Gross Sales	TouchPass Boardings
Adult	$ 99,501.96	59,704
Senior/Disabled/Youth	$ 10,701.75	15,824
ACHD Commuteride Vanpool	$ 180.00	141
Boise State Student	$ 0.00	2
Boise State Staff	$ 0.00	0
Employer Pass Program	$ 0.00	3,219
Total	$ 110383.71	78,890

- City Go staff worked on business development for City Go and the Regional Pass Program. Staff held eleven business development meetings in August.
    - New City Go Members:
        - Block 22
    - New Regional Pass Program contracts:
        - Block 22
        - Idaho Department of Labor
    - Renewed Regional Pass Program contracts:
        - Simplot
        - Balsam Brands
        - Human
    - Renewed City Go Memberships:
        - Balsam Brands

- City Go has seen continual growth of their employer/residential (City Go and Regional Pass Program) programs over the last for years. Here is a snapshot of that growth:



- Ridership from the regional pass programs has continued to grow over the fiscal year. There is a dip in ridership over the summer, which is normal and due to the high schools and colleges being out of session.

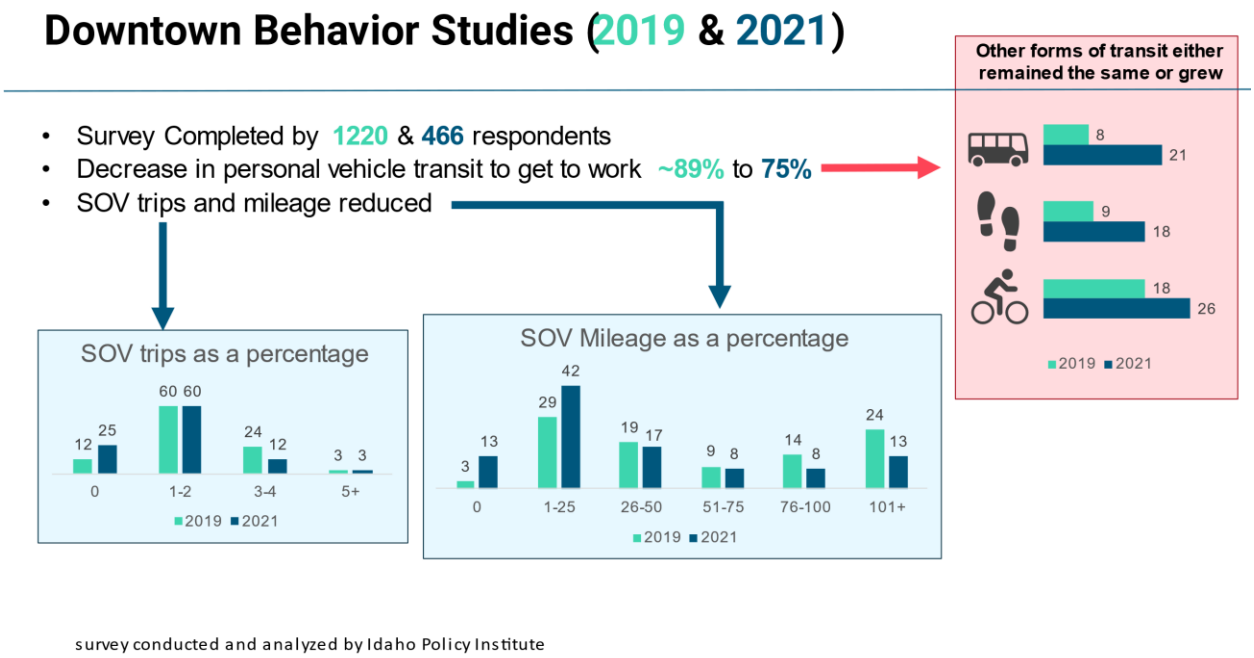


- City Go added new Vall-ebike discounts to its suit of mobility options for employers in August.

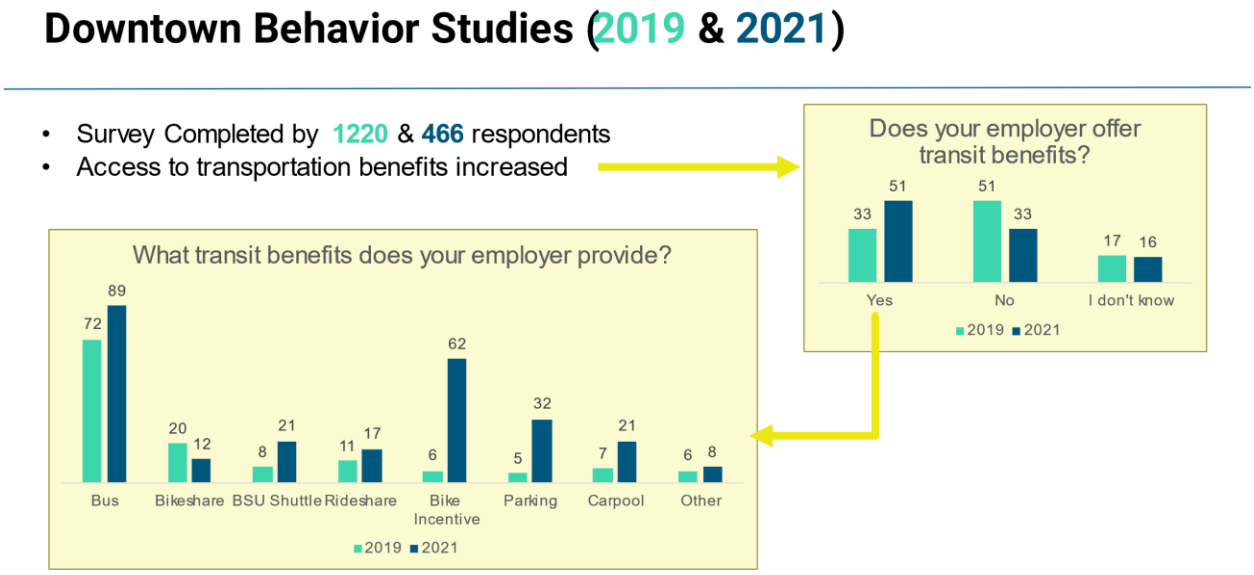
- City Go attended several events in August and September including Goathead Fest, Ada County Health and Benefits Fair, Saint Luke's Health and Benefits Fair, Micron's Health and Benefits Fair, and PRIDE Festival.

- Where's My Bike Boise, City Go's annual bike scavenger hunt, is on for the third year. The scavenger hunt will take place October 3-7, 2022.

- City Go conducted a downtown travel behavior survey in October of 2019 and again in November of 2021. The survey was conducted by Idaho Policy Institute. The purpose of the survey was to assess the City Go program and moving the needle on single occupancy vehicle use in downtown Boise. The first survey was done before the public launch of City Go and the second done two years into the program. Here is a snapshot of the results:



survey conducted and analyzed by Idaho Policy Institute



survey conducted and analyzed by Idaho Policy Institute

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