

Executive Board Meeting Agenda

December 04, 2023

11:00 AM

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

This is an in-person meeting.

If you are unable to attend in person, you may participate in the meeting in-person, via MSTeams at

http://rideVRT.org/VRTExecutiveBoard_December

or by dialing in at **323-484-8960** Conference ID: **218 316 096#**

I. Calling of the Roll - Chair Joe Stear

II. Agenda Additions/Changes

III. Consent Agenda

Items on the Consent Agenda are Action Items and will be enacted by one motion. There will be no separate discussion on these items unless an Executive Board Member requests the item be removed from the Consent Agenda and placed under Action Items.

A. ACTION: Minutes of the October 2, 2023, Executive Board Meeting

Pages 4-6 | Paula Cromie

The Executive Board is asked to consider approval of the minutes from the October 2, 2023, meeting. (Reminder, the November meeting was cancelled so there are no minutes for November.)

B. ACTION: Set Public Hearing Date for January 8, 2024 at 12:00 P.M.

Jason Jedry

The Executive Board is asked to consider setting January 8, 2024 as the Public Hearing date to take public testimony on the FY2024 budget amendment and FY2023 carry-forwards.

C. ACTION: Payment Registers

Pages 7-18 | Cameron Wells

The Executive Board will have the opportunity to review and consider accepting the September 16, 2023 to October 15, 2023 and the October 16, 2023 to November 15, 2023 payment registers.

D. ACTION: Mobile Column Lifts

Pages 19-22 | Leslie Pedrosa

*VRT staff requests the Executive Board approve **RESOLUTION VEB23-016** and delegate authority to the Chief Executive Officer to finalize the purchase of five sets of mobile column lifts, from Ari-Phoenix, not to exceed \$250,000.*

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

V. Executive Board - Action Items

- A. ACTION: Officer Succession and Nominations to Fill Vacant Positions to Executive Board**
Pages 23-24 | Elaine Clegg
Staff will discuss officer succession and nominations to fill the vacant positions on the Valley Regional Transit Executive Board and consider recommendation for approval and election by the Board of Directors at their January 2024 meeting.
- B. ACTION: Proposed Agenda for the January Board of Directors Meeting**
Page 25 | Elaine Clegg
The Executive Board is asked to consider approval of the proposed agenda for the January 2024 Board of Directors and acknowledge there may be a need by staff to add or remove items from that agenda.
- C. ACTION: State Street Traffic and Transit Operations Plan (TTOP) Addenda**
Pages 26-35 | Kate Dahl
VRT Staff will present revisions to the State Street Transit and Operational Plan (TTOP) for the Executive Board to consider recommending approval to the full board.
- D. ACTION: Bus Stop Inventory Phase 1**
Pages 36-38 | Kate Dahl
*The Executive Board is asked to consider approval of **Resolution VEB23-017** and corresponding **Authorization for Expenditure** for \$57,000 with Transpo Group, Inc. to develop a bus stop database.*
- E. ACTION: Holders for Bus Stop Information**
Pages 39-42 | Kate Dahl
*The Executive Board is asked to consider approval of **RESOLUTION VEB23-018** and corresponding **Authorization for Expenditure** for \$78,000 to contract with Idaho Correctional Industries to build holders for bus stop information.*

VI. Executive Board - Information Items

- A. INFORMATION: Title VI Update 2024-2026**
Pages 43-46 | Duane Wakan
Valley Regional Transit (VRT) staff seeks to confirm direction on proposed updates to the 2024–2026 Title VI program.
- B. INFORMATION: VRT/COMPASS Holiday Luncheon**
Elaine Clegg
The annual holiday luncheon will be held December 18 at noon at the Nampa Civic Center. All Board members should have received an invite from Teri Gregory, with COMPASS. Please take a moment to RSVP to Teri, whether you plan to attend, or not, so she will have accurate numbers for her lunch headcount. You can reach her at tgregory@compassidaho.org.
- C. INFORMATION: Procurement Calendar**
Page 47 | Jason Jedry
The most recent procurement calendar is included in the packet for your information.

VII. Department/Staff Reports

- A. INFORMATION: Department/Staff Reports**
Pages 48-58 | Staff
The most current department/staff reports were included in the packet for information. Members are encouraged to read these reports as they contain valuable information.

VIII. Executive Session

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

IX. Adjournment

Agenda order is subject to change.

Next VRT Executive Board Meeting:

January 8, 2023 (second Monday of the month and followed by the Board of Directors meeting)

VRT Boardroom

700 NE 2nd Street

Meridian, ID 83642

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

Any accommodations needed for effective communication, such as language interpretation or auxiliary aids, should be made no later than three working days before the scheduled meeting. Please contact Jason Rose, Communications Director at jrose@rideVRT.org or by calling 208-258-2739.

Executive Board Meeting Minutes

October 02, 2023

11:00 AM

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

This was an in-person meeting and
MSTeams at rideVRT.org/VRTExecutiveBoard_October2023
or by dialing in at **323-484-8960** Conference ID: **322 224 878#**

MEMBERS ATTENDING	MEMBERS ABSENT	OTHERS PRESENT
Lantz Brown, Boise State	Todd Lavoie, City of Meridian	Brad Alvaro, VRT
Debbie Kling, City of Nampa	Sabrina Minshall, Canyon County	Bre Brush, City of Boise
Lauren McLean, City of Boise		Brent Carpenter, Brown Bus Co.
Alexis Pickering, ACHD		Elaine Clegg, VRT
Dale Reynolds, City of Nampa		Paula Cromie, VRT
Joe Stear, City of Kuna		Kate Dahl, VRT
Jarom Wagoner, City of Caldwell		Gregg Eisenberg, First Transit
		Jeannette Ezell, VRT
		Dave Fotsch, VRT
		Kathleen Godfrey, VRT
		Stephen Hunt, VRT
		Jason Jedry, VRT
		Lila Klopfenstein, COMPASS
		Hailee Lenhart-Wees, VRT
		Rob Lowe, VRT
		Andrew Mills, RAC
		Nick Moran, VRT
		James Mundell, VRT
		Troy Oppie, BSPR
		Leslie Pedrosa, VRT
		Ken Pidjeon - Citizen
		Randy Reese, VRT
		Jason Rose, VRT
		Mike Stephenson, Caldwell Trans Co
		Walter Steed, RAC
		Nicole Stern, ACHD
		Duane Wakan, VRT
		Cameron Wells, VRT
		Sarah Ybarra, VRT

- I. **Calling of the Roll** - Chair Joe Stear called the meeting to order at 11:04, with a quorum present by phone and in person.
- II. **Agenda Additions/Changes** – None
- III. **Public Comments** – Ken Pidjeon stated his concerns about Bronco game day shuttles and asked the Board to approve a charter policy.

He is pleased with the changes to service changes.

Mike Stephenson (Caldwell Transportation Co.) and Brent Carpenter (Brown Bus Company) also spoke regarding game day shuttles and their concern of loss of revenue to their companies. They believe their charter businesses could be negatively affected. They wondered if the reporting about increases in ridership due to the game day shuttles was misleading.

Mayor Wagoner and Mayor Kling let staff know they had been approached by Caldwell and Brown Transportation Companies respectively. Mayor Wagoner expressed his concern VRT could possibly be competing with private companies and wanted staff to look carefully at supplemental services.

IV. **Consent Agenda**

Items on the consent agenda consisted of the following:

ACTION: Minutes of the August 7, 2023 Executive Board Meeting

Debbie Kling moved to approve the consent agenda as presented; Lauren McLean seconded. The motion passed unanimously.

V. **Public Hearing** - None

VI. **Finance Committee** - None

VII. **Executive Board - Action Items**

ACTION: FY2024 Final Network Proposal with Updates

Stephen Hunt and Kate Dahl presented the final updated network proposal, with recommended changes from the published final proposal in response to public comments. Staff also showed an enlightening sampling of specific public comments received.

Highlights included enhancing the fixed-route network on by consolidating and adding higher frequency and longer spans of service on best in class and other high performing routes, providing crosstown connecting routes for more direct trips, improved Saturday service, consolidated service on lower performing routes and adjusted service areas for complimentary and specialized services like OnDemand, Beyond Access and Lyft Transit Connections.

The final proposal projects a 20% growth in ridership.

Title VI of the Civil Rights Act prohibits discrimination on the basis of race, color, or national origin in any program or activity that receives federal funds or assistance. This program asks transit agencies to review service planning and changes to assess if vulnerable populations are disproportionately impacted and if so, the impacts are mitigated. The equity analysis of the changes shows VRT will be adding 39, 645 more trips, and in doing so, VRT is enhancing service by 5.7% for low-income individuals and by 22.5% for minorities.

More complete details of the changes can be found in the meeting packet posted [here](#).

Multiple executive board members commended Valley Regional Transit staff for all the work and attention to detail in recognizing the needs around the valley to make changes to the routes. They were impressed with the depth of public outreach and the number of public comments received regarding the changes and staff response to those comments demonstrating that VRT listened.

Following discussion, Lauren McLean moved to recommend the final proposal, including all updates to the full board for approval; Dale Reynolds seconded. The motion passed unanimously.

Mayor Kling asked staff to email the final PowerPoint presentation and the public comment samples given to the Executive Board. Mayor Kling also suggested jurisdictions be approached for capital funds to assist with building new and upgraded bus stops.

VIII. Executive Board - Information Items - None

IX. Executive Session - None

X. Department/Staff Reports – Included in the Board packet

XI. Adjournment – The meeting was adjourned at 11:54.

Next VRT Executive Board Meeting:

November 6, 2023

VRT Boardroom

700 NE 2nd Street

Meridian, ID 83642



TOPIC	Payment Registers
DATE	November 16, 2023
STAFF MEMBER	Cameron Wells

Staff Recommendation/Request

The Executive Board will have the opportunity to review and consider accepting the September 16, 2023 to October 15, 2023 and the October 16, 2023 to November 15, 2023 payment registers.

Summary

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

More Information

Attachments:

Payment Register – September 16, 2023 to October 15, 2023

Payment Register – October 16, 2023 to November 15, 2023

For detailed information contact: Cameron Wells, Controller, 208-258-2704,
cwells@ridevrt.org

Payment Register 9/16/2023 - 10/15/2023

Payee	Payment Date	CheckNum	Amount	Invoice Description
Access Idaho-26682	25-Sep-23	60376	\$65.80	DL Searches
Access Idaho-26682	25-Sep-23	60376	\$95.00	DL Searches
Adame Construction Inc.	9-Oct-23	ACH	\$11,476.47	Labor/mtrl/equip BLD23-01025
AdaRide.Com, LLC	9-Oct-23	ACH	\$2,466.00	Paratransit Eligibility Service
ALLEN, STEPHEN	25-Sep-23	ACH	\$52.94	Reimbursement - Shoes
All-Pro Commercial Cleaning, LLC	25-Sep-23	ACH	\$9,011.00	Janitorial Services for MS/HappyDay
All-Pro Commercial Cleaning, LLC	9-Oct-23	ACH	\$4,815.00	Janitorial Services
American Mechanical Corp	25-Sep-23	ACH	\$799.00	Quarterly PM - HVAC
American Mechanical Corp	9-Oct-23	ACH	\$900.00	Preventative Maintenance
Anthony, Elizabeth	9-Oct-23	ACH	\$227.94	Volunteer Driver
ArchiveSocial	9-Oct-23	ACH	\$2,943.00	Public records archiving, SM
Asbury Automotive Group Inc.	25-Sep-23	ACH	\$318.11	Vehicle Parts
Automotive & Industrial Distributors	25-Sep-23	ACH	\$2,399.40	Oil, ATF
Automotive & Industrial Distributors	9-Oct-23	ACH	\$1,071.05	Gear Oil
Automotive & Industrial Distributors	9-Oct-23	ACH	\$146.47	NLGIO Grease
Automotive & Industrial Distributors	9-Oct-23	ACH	\$373.45	Yellow Coolant
Automotive Service Equip	9-Oct-23	ACH	\$2,100.00	Annual Lift Inspection
Avero, LLC	25-Sep-23	ACH	\$22,710.00	ERP system & consulting
A-Z Bus Sales, Inc	25-Sep-23	ACH	\$104.89	Vehicle Pars
A-Z Bus Sales, Inc	9-Oct-23	ACH	\$1,084.66	Module Board
A-Z Bus Sales, Inc	9-Oct-23	ACH	\$203.98	Mirror Switch
A-Z Bus Sales, Inc	9-Oct-23	ACH	\$356.36	AC Compressor
Barber, Richard P	9-Oct-23	ACH	\$66.16	Volunteer Driver
Black Signs of Idaho, Inc.	9-Oct-23	ACH	\$50.00	Rental Sign Back for Banners
Block & Head Shop, Inc	25-Sep-23	ACH	\$1,537.86	Vehicle Parts
Boise City Utility Billing	9-Oct-23	60386	\$395.75	GARBAGE/WATER/RECYC
Boise Community Radio Project	25-Sep-23	ACH	\$500.00	Radio Ads
Boise Municipal Health Care Trust	9-Oct-23	ACH	\$68,835.60	Health-care premiums
Boise Peterbilt	9-Oct-23	ACH	\$534.06	Inventory Parts
Boise State Public Radio	25-Sep-23	ACH	\$1,515.00	Radio Ads
Boise State Public Radio	9-Oct-23	ACH	\$1,515.00	Radio Ads
Boise State University	25-Sep-23	ACH	\$761.37	Sub-recipient
Boise State University	25-Sep-23	ACH	\$199,341.45	Sub-recipient
Boise State University	25-Sep-23	ACH	\$9,283.58	Sub-recipient
Boise State University	25-Sep-23	ACH	\$9,426.46	Sub-recipient
Brady Industries of Nevada, LLC	9-Oct-23	ACH	\$83.50	Janitorial Supplies
BridgeTower OpCo, LLC	9-Oct-23	ACH	\$531.25	Treasure Valley Living Ad
CAMERON WELLS	25-Sep-23	ACH	\$43.00	Reimb - Travel Expense
Career Uniforms Partners	25-Sep-23	ACH	\$16.90	Uniforms
Career Uniforms Partners	25-Sep-23	ACH	\$47.90	Uniforms
Career Uniforms Partners	25-Sep-23	ACH	\$117.60	Uniforms
Career Uniforms Partners	25-Sep-23	ACH	\$70.35	Uniforms
Career Uniforms Partners	25-Sep-23	ACH	\$1.70	Uniforms
Career Uniforms Partners	25-Sep-23	ACH	\$148.75	Uniforms
Career Uniforms Partners	25-Sep-23	ACH	\$193.70	Uniforms
Career Uniforms Partners	25-Sep-23	ACH	\$272.45	Uniforms
Career Uniforms Partners	25-Sep-23	ACH	\$323.40	Uniforms
Career Uniforms Partners	25-Sep-23	ACH	\$16.95	Uniforms
Career Uniforms Partners	9-Oct-23	ACH	\$292.45	Uniform K. Silver
Career Uniforms Partners	9-Oct-23	ACH	\$255.00	Baseball Caps & Beanies
Career Uniforms Partners	9-Oct-23	ACH	(\$30.95)	Uniform Return
Catapult3, Inc.	25-Sep-23	ACH	\$375.00	SIGNAGE INSTALLATION
CDW-G	25-Sep-23	60377	\$1,225.90	Laptop for IT Director
CenturyLink	25-Sep-23	60378	\$170.79	Telecom Services 9/16-10/15
CenturyLink	25-Sep-23	60378	\$148.77	Telecom Services 9/7-10/6
CenturyLink	9-Oct-23	60387	\$330.70	Telecom Services
CenturyLink	9-Oct-23	60387	\$246.09	Telecom Services 9/22-10/21
CenturyLink	9-Oct-23	60387	\$53.56	Telecom Services 9/22-10/21
CenturyLink	9-Oct-23	60387	\$26.78	Telecom Services10/1-10/31
CenturyLink	9-Oct-23	60387	\$307.41	Telecom Services 9/25-10/24
Christensen, Inc	25-Sep-23	ACH	\$9,749.52	Diesel
Christensen, Inc	25-Sep-23	ACH	\$4,883.70	Oil
Christensen, Inc	9-Oct-23	ACH	\$5,854.46	Unleaded Gasoline
Church of the Harvest	25-Sep-23	ACH	\$23,069.84	Acquisition of Services
CITIZENLAB INC	25-Sep-23	ACH	\$27,000.00	SW License

City of Caldwell Water Department	9-Oct-23	60388	\$526.57 WATER/SEWER/ST LIGHT
City of Caldwell Water Department	9-Oct-23	60388	\$120.32 WATER 8/24-9/23
City of Garden City	9-Oct-23	60389	\$66.10 Garbage/water/sewer
CLAMPITT, BRENT	9-Oct-23	ACH	\$180.19 Reimbursement - Boots
Clean Energy	25-Sep-23	ACH	\$19,074.79 Natural Gas - August 2023`
Clean Energy	25-Sep-23	ACH	\$7,774.00 Natural Gas
Clean Energy	25-Sep-23	ACH	\$7,774.00 Natural Gas
Clean Energy	25-Sep-23	ACH	\$7,774.00 Natural Gas
CLEGG, ELAINE	4-Oct-23	ACH	\$276.00 APTA Transform Conf Oct 8-11
Coach & Equipment Manufacturing, Inc	9-Oct-23	ACH	\$200.68 Vehicle Parts
Coach & Equipment Manufacturing, Inc	9-Oct-23	ACH	\$131.69 Vehicle Parts
Commercial Tire, Inc	25-Sep-23	ACH	\$248.50 Lube/PMI-LABOR
Commercial Tire, Inc	25-Sep-23	ACH	\$368.45 Lube Service/alignment/labor
Commercial Tire, Inc	25-Sep-23	ACH	\$330.12 window regulator & labor
Commercial Tire, Inc	25-Sep-23	ACH	\$839.28 Drive Tires N2512
Commercial Tire, Inc	25-Sep-23	ACH	\$841.08 Drive tires N2511
Commercial Tire, Inc	25-Sep-23	ACH	\$1,092.88 Drive Tires N332
Commercial Tire, Inc	25-Sep-23	ACH	\$1,092.88 Drive Tires N333
Commercial Tire, Inc	25-Sep-23	ACH	\$1,352.78 Tires
Commercial Tire, Inc	25-Sep-23	ACH	\$119.95 Tires
Commercial Tire, Inc	25-Sep-23	ACH	\$16.50 Tires
Commercial Tire, Inc	25-Sep-23	ACH	\$27.90 Tires
Commercial Tire, Inc	25-Sep-23	ACH	\$15.08 Tires
Commercial Tire, Inc	25-Sep-23	ACH	\$297.50 Tires
Commercial Tire, Inc	25-Sep-23	ACH	\$459.80 Tires
Commercial Tire, Inc	25-Sep-23	ACH	\$902.21 Tires
Commercial Tire, Inc	25-Sep-23	ACH	\$282.04 Tires
Commercial Tire, Inc	9-Oct-23	ACH	\$2,045.11 misc vehicle fixes
Commercial Tire, Inc	9-Oct-23	ACH	\$1,016.00 Tires
Commercial Tire, Inc	9-Oct-23	ACH	\$881.22 Steers N332
Commercial Tire, Inc	9-Oct-23	ACH	\$881.22 N336 Steers
Commercial Tire, Inc	9-Oct-23	ACH	\$1,801.36 Fix AC issues, PM issues, lube//oi.
Commercial Tire, Inc	9-Oct-23	ACH	\$524.00 Tires
Commercial Tire, Inc	9-Oct-23	ACH	\$841.08 Tires
Commercial Tire, Inc	9-Oct-23	ACH	\$1,555.38 Tires
Commercial Tire, Inc	9-Oct-23	ACH	\$361.20 Tires
Commercial Tire, Inc	9-Oct-23	ACH	\$841.08 Tires
Commercial Tire, Inc	9-Oct-23	ACH	\$454.54 Tires
Commercial Tire, Inc	9-Oct-23	ACH	\$454.54 Tires
Commercial Tire, Inc	9-Oct-23	ACH	\$15.08 Tires
Commercial Tire, Inc	9-Oct-23	ACH	\$808.14 Fan assembly, labor, antifreeze
Commercial Tire, Inc	9-Oct-23	ACH	\$225.90 Battery Terminal Services
Commercial Tire, Inc	9-Oct-23	ACH	\$377.89 Lube/labor/AC service
Commercial Tire, Inc	9-Oct-23	ACH	\$928.40 Roters/alignment/labor
Commercial Tire, Inc	9-Oct-23	ACH	\$823.14 AC issues/labor
Commercial Tire, Inc	9-Oct-23	ACH	\$349.24 Coolant issues/ labor
CRENSHAW, MARSHALL	25-Sep-23	60379	\$21.12 Keys for N314
CROMIE, PAULA	2-Oct-23	ACH	\$97.32 Reimb Lunch Board mtng
Cummins Rocky Mountain, LLC	25-Sep-23	ACH	\$1,623.84 Inventory Parts
Curtis Clean Sweep	25-Sep-23	ACH	\$110.00 Sweep & dtail
CURTIS, JODI	9-Oct-23	60390	\$50.00 REIMB CELL
Custom Care Pest Services	25-Sep-23	ACH	\$95.00 Pest Services
David Gregory Sherman	9-Oct-23	60391	\$90.00 Windshield Repairs
David Gregory Sherman	9-Oct-23	60391	\$250.00 Replace Windshield N2511
David Gregory Sherman	9-Oct-23	60391	\$135.00 Windshield Repairs
David Gregory Sherman	9-Oct-23	60391	\$45.00 Windshield Repairs
Day Wireless Systems	25-Sep-23	ACH	\$350.00 Squaw Butte Site Rent
Delerrok, Inc.	9-Oct-23	ACH	\$1,489.60 UMO Monthly Trans. Fee's
DMC Sales	25-Sep-23	ACH	\$825.49 Anti-Freeze & Windshield Washer
DMC Sales	9-Oct-23	ACH	\$692.22 Anti Freeze Coolant
DMC Sales	9-Oct-23	ACH	\$211.98 Red Coolant
Dwaine S Lee, LLC	25-Sep-23	ACH	\$201.25 Towing Service
Dwaine S Lee, LLC	25-Sep-23	ACH	\$143.77 Towing Service
Dwaine S Lee, LLC	25-Sep-23	ACH	\$267.38 Towing Service
Dwaine S Lee, LLC	9-Oct-23	ACH	\$267.38 Towing Service
Dwaine S Lee, LLC	9-Oct-23	ACH	\$232.88 Remove container-const. zone
Dwaine S Lee, LLC	9-Oct-23	ACH	\$426.88 Towing Service
Dwaine S Lee, LLC	9-Oct-23	ACH	\$426.88 Towing Service

Dwayne S Lee, LLC	9-Oct-23	ACH	\$356.50 Towing Service
Dwayne S Lee, LLC	9-Oct-23	ACH	\$503.13 Towing Service
Ecolube Recovery, LLC.	25-Sep-23	ACH	\$90.00 Parts Wash Lease
Ecolube Recovery, LLC.	9-Oct-23	ACH	\$25.00 Oil Filter Disposal
EISENBERG, GREGG	9-Oct-23	ACH	\$50.00 REIMB CELL - OCT
EISENBERG, GREGG	9-Oct-23	ACH	\$2,058.47 Reimbursement - Employee Appreciation
Elliott Auto Supply Co., Inc	25-Sep-23	ACH	\$21.48 Plug Boots
Elliott Auto Supply Co., Inc	25-Sep-23	ACH	\$37.59 Plug Boots
Elliott Auto Supply Co., Inc	25-Sep-23	ACH	\$48.33 Plug Boots
Elliott Auto Supply Co., Inc	9-Oct-23	ACH	\$246.48 Shocks
Elliott Auto Supply Co., Inc	9-Oct-23	ACH	\$246.48 Shocks
ETA Phi Systems, Inc.	9-Oct-23	ACH	\$7,671.70 OandM costs for CAD/AVL
ETA Phi Systems, Inc.	9-Oct-23	ACH	\$7,671.70 O and M costs for CAD/AVL
Everbase Solutions LLC	9-Oct-23	ACH	\$115.00 MSS - Cameras Serviced
FASTENAL	25-Sep-23	ACH	\$752.80 Safety Vests
Fastsigns-Boise	9-Oct-23	60392	\$610.00 Signs
First Transit	9-Oct-23	ACH	\$27,557.35 Ada/Canyon mgmt fee's
FLETCHER, DIANA	9-Oct-23	ACH	\$362.60 PerDiem National Safety Council
FOURTHSQUARE LLC	9-Oct-23	ACH	\$19,960.00 ERP SW & Implementation Services
Gem State Paper & Supply	25-Sep-23	ACH	\$578.05 Shop Supplies
Gem State Paper & Supply	25-Sep-23	ACH	\$4.44 Shop Supplies
Genfare, LLC	25-Sep-23	ACH	\$132.68 Cable Ribbon
Genfare, LLC	9-Oct-23	ACH	\$557.01 Vault Supplies
Gillig, LLC	25-Sep-23	ACH	\$37.54 Vehicle
Gillig, LLC	25-Sep-23	ACH	\$1,073.74 Vehicle
Gillig, LLC	25-Sep-23	ACH	\$428.99 Vehicle
Gillig, LLC	25-Sep-23	ACH	\$308.81 Vehicle
Gillig, LLC	25-Sep-23	ACH	\$70.44 Upper Mirror
Gillig, LLC	25-Sep-23	ACH	\$395.32 Filters
Gillig, LLC	25-Sep-23	ACH	\$238.60 Vehicle
Gillig, LLC	25-Sep-23	ACH	\$614.36 Shock Absorbers
Gillig, LLC	25-Sep-23	ACH	\$668.84 Vehicle
Gillig, LLC	25-Sep-23	ACH	\$140.52 Vehicle
Gillig, LLC	25-Sep-23	ACH	\$575.97 Air Dryer Kit, Gaskets
Gillig, LLC	9-Oct-23	ACH	\$1,251.47 Vehicle
Gillig, LLC	9-Oct-23	ACH	\$133.23 Filters
Gillig, LLC	9-Oct-23	ACH	\$826.16 Windshields
Gillig, LLC	9-Oct-23	ACH	\$2,374.46 Vehicle
Gillig, LLC	9-Oct-23	ACH	\$607.92 Vehicle
Gillig, LLC	9-Oct-23	ACH	\$43.74 Vehicle
Gillig, LLC	9-Oct-23	ACH	\$31.00 Gas Springs
Gillig, LLC	9-Oct-23	ACH	\$471.28 Slack Adjusters
Gillig, LLC	9-Oct-23	ACH	\$1,600.18 Vehicle
Gillig, LLC	9-Oct-23	ACH	\$142.00 Filters
Gillig, LLC	9-Oct-23	ACH	\$1,622.59 Vehicle
Gillig, LLC	9-Oct-23	ACH	\$940.44 Vehicle
Gillig, LLC	9-Oct-23	ACH	\$5.76 Vehicle
Gillig, LLC	9-Oct-23	ACH	\$5.68 Clamp Cover Plate
Gillig, LLC	9-Oct-23	ACH	\$1,705.95 Vehicle
Gillig, LLC	9-Oct-23	ACH	\$68.96 Clamps, Nut Plates
Grainger Inc	25-Sep-23	ACH	\$447.69 Trash Bags, Caster Kit
Grainger Inc	25-Sep-23	ACH	\$5.80 Inventory Parts
Grainger Inc	25-Sep-23	ACH	\$72.10 Inventory Parts
Grainger Inc	25-Sep-23	ACH	\$28.29 Inventory Parts
Grainger Inc	25-Sep-23	ACH	\$2,853.55 Portable Cooler
Grainger Inc	25-Sep-23	ACH	\$253.70 Plate Casters
Grainger Inc	25-Sep-23	ACH	\$26.89 Poly Bags
Grainger Inc	9-Oct-23	ACH	\$2,600.77 Rolling Ladder
Grainger Inc	9-Oct-23	ACH	\$29.76 Glass Cleaner
Grainger Inc	9-Oct-23	ACH	\$198.52 Inventory Parts
Grainger Inc	9-Oct-23	ACH	\$4.84 Inventory Parts
Grainger Inc	9-Oct-23	ACH	\$82.18 Inventory Parts
Grainger Inc	9-Oct-23	ACH	\$17.04 Inventory Parts
HASSAN, DEANNA	9-Oct-23	ACH	\$50.00 Reimb Cell
Hawkeye Builders Inc	25-Sep-23	ACH	\$478,194.21 Orchard Parking Lot
Hawley Troxell Ennis & Hawley	25-Sep-23	ACH	\$319.00 Legal Services
Hawley Troxell Ennis & Hawley	9-Oct-23	ACH	\$1,862.00 Legal Services
Hi - Line	9-Oct-23	ACH	\$343.22 Nuts & Bolts

Hi - Line	9-Oct-23	ACH	\$494.34	Clamps, Cable Ties, Connectors
HILL, CHARLIE	9-Oct-23	ACH	\$16.60	Reimb - Chalk/batteries
Hot Shots, Inc.	9-Oct-23	ACH	\$1,194.42	Courier Services
Hot Shots, Inc.	11-Oct-23	ACH	\$1,194.42	Courier Services
ICRMP	9-Oct-23	60393	\$82,451.50	Premium
Idaho Power	25-Sep-23	ACH	\$851.29	Utilities 8/15-9/13
Idaho Power	25-Sep-23	ACH	\$15,059.48	Utilities
Idaho Power	25-Sep-23	ACH	\$1,875.45	Utilities 8/15-9/13
Idaho Power	9-Oct-23	ACH	\$36.24	Utilities AUG/SEPT
Idaho Power	9-Oct-23	ACH	\$1,680.12	Utilities 9/2-10/2
Idaho Records Management, LLC	25-Sep-23	ACH	\$119.88	Services
Idaho Walk Bike Alliance	9-Oct-23	ACH	\$2,500.00	2023 transportation polity conf.
Impact Home Services	9-Oct-23	ACH	\$189.00	Pest Control
In The Bag Promotions	9-Oct-23	ACH	\$780.00	shirts
Integrinet Global Solutions, LLC	25-Sep-23	ACH	\$1,430.00	IT Support Services
Intermountain Communications of	9-Oct-23	ACH	\$444.42	Radio project
Intermountain Gas	25-Sep-23	ACH	\$21.04	Utilities 8/12-9/11
Intermountain Gas	25-Sep-23	ACH	\$110.03	Utilities 8-12-9/11
Intermountain Gas	9-Oct-23	ACH	\$15.45	Utilities 9/7 - 10/5
Intermountain Gas	9-Oct-23	ACH	\$18.83	Utilities
Intermountain Gas	9-Oct-23	ACH	\$27,036.75	Utilities
Intermountain Gas	9-Oct-23	ACH	\$23.56	Utilities 8/29 - 9/28
Intermountain Gas	9-Oct-23	ACH	\$15.45	Utilities 8/23-9/20
Intermountain Gas	9-Oct-23	ACH	\$15.45	Utilities 8-24 - 9-21
Interstate Fre Sales and Service, LLC	25-Sep-23	60380	\$2,830.00	Annual Fire Extinguisher Services
Jacobs Engineering Group, Inc.	9-Oct-23	ACH	\$155,768.38	LO NO Project
Jarrett Walker & Associates, LLC	25-Sep-23	ACH	\$1,650.84	System Map/Brochure redesign
Jarrett Walker & Associates, LLC	9-Oct-23	ACH	\$1,007.72	Update VRT system map/brochures
Jeremy Ricky	25-Sep-23	ACH	\$1,015.04	Purchase Transportation
Jeremy Ricky	25-Sep-23	ACH	\$19,869.32	Purchase Transportation
Jeremy Ricky	25-Sep-23	ACH	\$4,648.60	Purchase Transportation
Jeremy Ricky	25-Sep-23	ACH	\$125.00	Purchase Transportation
Johnson Controls US Holdings INC	25-Sep-23	ACH	\$2,829.97	FACP Replacement - Design & PM
Johnson Controls US Holdings INC	25-Sep-23	ACH	\$6,297.68	FACP Replacement - Design & PM
Karcher Auto Parts	25-Sep-23	ACH	\$74.60	Leak Detector
Karcher Auto Parts	25-Sep-23	ACH	\$163.63	Vehicle Parts
Karcher Auto Parts	25-Sep-23	ACH	\$76.64	WD 40 , Lamps
Karcher Auto Parts	25-Sep-23	ACH	\$101.88	Oil Filters
Karcher Auto Parts	25-Sep-23	ACH	\$9.02	Window Handle
Karcher Auto Parts	25-Sep-23	ACH	\$21.68	Dielectric Tune Up Grease
Karcher Auto Parts	25-Sep-23	ACH	(\$74.60)	Credit for Leak Detector Return
Karcher Auto Parts	25-Sep-23	ACH	(\$279.33)	Returned Head Gasket Set
Karcher Auto Parts	25-Sep-23	ACH	\$41.52	Auto Parts
Karcher Auto Parts	9-Oct-23	ACH	\$73.57	Shared Fleet Expenses
Karcher Auto Parts	9-Oct-23	ACH	\$37.82	Hangers, U-Bolts
Karcher Auto Parts	9-Oct-23	ACH	\$101.88	Oil Filters
Karcher Auto Parts	9-Oct-23	ACH	\$22.34	Headlight
Karcher Auto Parts	9-Oct-23	ACH	\$10.33	Interior Step Light
Karcher Auto Parts	9-Oct-23	ACH	\$10.33	Interior Step Light
Karcher Auto Parts	9-Oct-23	ACH	\$56.90	supplies/parts
Karcher Auto Parts	9-Oct-23	ACH	\$16.94	Parts
Kenworth Sales	25-Sep-23	ACH	\$2,022.91	Inventory Parts
Kenworth Sales	25-Sep-23	ACH	\$806.36	Support Fan, Pulley
Kenworth Sales	25-Sep-23	ACH	\$71.66	Rocker Lever Seals
Kenworth Sales	9-Oct-23	ACH	\$3,300.97	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$1,315.58	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$228.39	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$40.26	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$153.43	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$29.05	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$101.10	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$223.77	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$7.80	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$1,312.58	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$53.45	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$15.19	Inventory Parts
Kenworth Sales	9-Oct-23	ACH	\$550.10	Temperature Sensor
Kenworth Sales	9-Oct-23	ACH	\$23.02	O'Rings

Kenworth Sales	9-Oct-23	ACH	\$198.92 Hoses, O'Rings
Kenworth Sales	9-Oct-23	ACH	\$57.86 Thermostat
Kenworth Sales	9-Oct-23	ACH	\$169.59 Oil Gauge, Gaskets
KING BROADCASTING COMPANY-KTVB	25-Sep-23	ACH	\$2,662.51 Advertising
KRONENBITTER, FRANK	9-Oct-23	ACH	\$50.00 CELL REIMB OCT
KROUPA, KRISTINA	9-Oct-23	ACH	\$50.00 REIMB CELL
KROUPA, KRISTINA	9-Oct-23	ACH	\$103.82 Reimbursement - Drinks for Employee Party
KUEFFLER, CURTIS	25-Sep-23	60381	\$75.53 Reimbursement - Shoes
Kuna Senior Citizen Inc	25-Sep-23	ACH	\$11,081.77 Acquisition of Services
Language Line Solutions	25-Sep-23	ACH	\$115.75 Translation services
Lithia Motors Payment Processing	25-Sep-23	ACH	\$33.60 Bolts
Lithia Motors Payment Processing	25-Sep-23	ACH	\$49.00 Inventory Parts
Lithia Motors Payment Processing	25-Sep-23	ACH	\$139.98 Inventory Parts
Lithia Motors Payment Processing	25-Sep-23	ACH	\$182.96 Inventory Parts
Lithia Motors Payment Processing	25-Sep-23	ACH	\$1,034.40 Spark Plugs, Plug Boots
Lithia Motors Payment Processing	25-Sep-23	ACH	\$101.80 Inventory Parts
Lithia Motors Payment Processing	25-Sep-23	ACH	\$176.40 Inventory Parts
Lithia Motors Payment Processing	25-Sep-23	ACH	\$279.00 Inventory Parts
Lithia Motors Payment Processing	25-Sep-23	ACH	\$1,500.00 Deductible
Lithia Motors Payment Processing	9-Oct-23	ACH	\$59.04 Bushings
Lithia Motors Payment Processing	9-Oct-23	ACH	\$7.12 Oil Pan Plug
Lithia Motors Payment Processing	9-Oct-23	ACH	\$112.89 Water Pump
Lithia Motors Payment Processing	9-Oct-23	ACH	\$90.52 Gaskets
Lithia Motors Payment Processing	9-Oct-23	ACH	\$23.22 Oil Dipstick Tube
Lithia Motors Payment Processing	9-Oct-23	ACH	\$78.65 Switch
Lithia Motors Payment Processing	9-Oct-23	ACH	\$21.34 Inventory Parts
Lithia Motors Payment Processing	9-Oct-23	ACH	\$126.38 Inventory Parts
Lithia Motors Payment Processing	9-Oct-23	ACH	(\$301.85) Parts Returned
Lithia Motors Payment Processing	9-Oct-23	ACH	(\$77.60) Parts Returned
Lithia Motors Payment Processing	9-Oct-23	ACH	(\$47.28) Returned Parts
Loomis Armored US, LLC	9-Oct-23	ACH	\$500.64 Armored Car Service
Lotus Boise Corp	25-Sep-23	ACH	\$350.00 Radio Ads
Lotus Boise Corp	25-Sep-23	ACH	\$100.00 Radio Ads
Lotus Boise Corp	25-Sep-23	ACH	\$300.00 Radio Ads
Lotus Boise Corp	25-Sep-23	ACH	\$300.00 Radio Ads
Lotus Boise Corp	25-Sep-23	ACH	\$420.00 Radio Ads
Lotus Boise Corp	25-Sep-23	ACH	\$440.00 Radio Ads
Lowes Home Improvement	25-Sep-23	ACH	(\$19.92) Paid Incorrect Vendor
Lowes Home Improvement	25-Sep-23	ACH	\$39.76 Shop Supplies
Lowes Home Improvement	25-Sep-23	ACH	\$501.63 Shop Supplies
Lowes Home Improvement	25-Sep-23	ACH	\$83.43 Shop Supplies
Lowes Home Improvement	9-Oct-23	ACH	\$103.23 Shop Supplies
Lowes Home Improvement	9-Oct-23	ACH	\$38.91 Water Hose, Brass Adaptor
Luka Stankovic	9-Oct-23	ACH	\$1,838.00 Taxi - Transportation
Luminator Technology Group	25-Sep-23	ACH	\$1,099.59 Power Cables
Lyft, Inc	25-Sep-23	ACH	\$1,912.74 Lyft transit Connections
Lyft, Inc	25-Sep-23	ACH	\$207.46 Late Night Ride passes
Mary M Johnson	25-Sep-23	ACH	\$175.00 Vehicle Lettering
Mary M Johnson	25-Sep-23	ACH	\$295.00 Bldg/Street Signs
Mary M Johnson	9-Oct-23	ACH	\$302.10 Aluminum Signs
MAXWELL, WILLIAM GORDON	9-Oct-23	ACH	\$50.00 REIMB CELL
Melba Valley Senior Center	25-Sep-23	ACH	\$5,506.52 Acquisition of Services
Meridian Senior Center	25-Sep-23	ACH	\$9,962.12 Acquisition of Services
Metro Community Services	25-Sep-23	ACH	\$42,454.43 Acquisition of Services
Michael Ogden	9-Oct-23	60394	\$2,100.00 Pigeon Removal, Roof Pressure Wash
Mills, Wayne	9-Oct-23	60395	\$480.12 Volunteer Driver
Model 1 Commercial Vehicles, Inc	25-Sep-23	ACH	\$221.16 Vehicle Parts
Motion & Flow Control Products	9-Oct-23	ACH	\$265.62 Plugs, Caps
Motion & Flow Control Products	9-Oct-23	ACH	(\$265.62) Caps, Plugs
Motion & Flow Control Products	9-Oct-23	ACH	\$118.20 Caps, Plugs
Napa Auto Parts	25-Sep-23	ACH	\$48.04 Vehicle Parts
Napa Auto Parts	25-Sep-23	ACH	\$214.20 Vehicle Parts
Napa Auto Parts	25-Sep-23	ACH	\$189.12 Vehicle Parts
Napa Auto Parts	25-Sep-23	ACH	(\$135.80) Core Credits - Org Inv 873869
Napa Auto Parts	9-Oct-23	ACH	\$513.65 Vehicle Parts
Napa Auto Parts	9-Oct-23	ACH	(\$67.90) Core Credit
National Tour Integrated Resources Inc	20-Sep-23	ACH	\$8,434.02 Temporary Operators
National Tour Integrated Resources Inc	25-Sep-23	ACH	\$16,854.31 Temporary Operators

National Tour Integrated Resources Inc	2-Oct-23	ACH	\$16,032.48 Temporary Operators
National Tour Integrated Resources Inc	9-Oct-23	ACH	\$19,021.66 Temporary Operators
New Flyer Parts	9-Oct-23	ACH	\$85.02 Inventory Parts
Newegg Business, Inc.	9-Oct-23	ACH	\$27.59 Crucial 16GB 260-Pin
Newegg Business, Inc.	9-Oct-23	ACH	\$94.00 Dell 600GB 10K RPM SAS
Newegg Business, Inc.	9-Oct-23	ACH	\$49.99 Samsung 16GB
Norco Inc	9-Oct-23	ACH	\$25.42 Nitrogen Cylinder Rental
ODP Business Solutions, LLC	25-Sep-23	ACH	\$113.98 Office Supplies
ODP Business Solutions, LLC	25-Sep-23	ACH	\$108.61 Office Supplies
ODP Business Solutions, LLC	25-Sep-23	ACH	\$85.98 Office Supplies
ODP Business Solutions, LLC	25-Sep-23	ACH	\$133.09 Office Supplies
ODP Business Solutions, LLC	25-Sep-23	ACH	\$46.20 Office Supplies
ODP Business Solutions, LLC	25-Sep-23	ACH	\$71.46 Office Supplies
ODP Business Solutions, LLC	25-Sep-23	ACH	(\$29.99) Credit for Calendar
ODP Business Solutions, LLC	9-Oct-23	ACH	\$54.82 Office Supplies
ODP Business Solutions, LLC	9-Oct-23	ACH	\$39.99 Laptop Adj. Riser
ODP Business Solutions, LLC	9-Oct-23	ACH	\$12.73 Legal Pad paper
ODP Business Solutions, LLC	9-Oct-23	ACH	\$6.87 Office Supply
ODP Business Solutions, LLC	9-Oct-23	ACH	\$44.34 Office Supplies
ODP Business Solutions, LLC	9-Oct-23	ACH	\$29.99 Office Supplies
O'Reilly Auto Enterprises, LLC	25-Sep-23	ACH	\$28.47 Grey RVT Sealant
O'Reilly Auto Enterprises, LLC	25-Sep-23	ACH	\$57.98 Water Pump Belts
O'Reilly Auto Enterprises, LLC	25-Sep-23	ACH	\$310.78 AC Compressor
O'Reilly Auto Enterprises, LLC	25-Sep-23	ACH	\$269.95 AC Compressor
O'Reilly Auto Enterprises, LLC	25-Sep-23	ACH	\$11.10 Hose Connect
O'Reilly Auto Enterprises, LLC	25-Sep-23	ACH	(\$580.73) Credit for 2 AC Compressors
O'Reilly Auto Enterprises, LLC	9-Oct-23	ACH	\$12.82 Hose Connector
O'Reilly Auto Enterprises, LLC	9-Oct-23	ACH	\$30.39 Headlight
O'Reilly Auto Parts	25-Sep-23	ACH	\$395.28 Vehicle Parts
O'Reilly Auto Parts	9-Oct-23	ACH	\$267.30 Vehicle Parts
O'Reilly Auto Parts	9-Oct-23	ACH	\$635.09 Vehicle Parts
O'Reilly Auto Parts	9-Oct-23	ACH	(\$10.00) Core Credit - Org Inv 2894-282192
Pacific Office Automation	25-Sep-23	ACH	\$589.18 Printer/copier lease
Paragon Consulting, Inc	9-Oct-23	ACH	\$2,710.00 18th St. Engineering
Paragon Consulting, Inc	9-Oct-23	ACH	\$3,430.00 18th Street project
Parma Senior Center	25-Sep-23	ACH	\$4,342.13 Acquisition of Services
Parma Senior Center	9-Oct-23	ACH	\$4,513.08 Acquisition of Services
PEDERSON, NEIL	25-Sep-23	60382	\$52.95 Reimbursement - Shoes
PNG Media LLC	25-Sep-23	60383	\$214.08 Legal Ads
PNG Media LLC	9-Oct-23	60396	\$193.41 Legal Notice
Primary Health Medical Group, LLC	9-Oct-23	60397	\$85.00 Dot Physical - D. Strong
ProPeople	25-Sep-23	ACH	\$1,398.27 Temp Wages
ProPeople	25-Sep-23	ACH	\$3,501.15 Temp Wages - Eagle Services
ProPeople	25-Sep-23	ACH	\$1,431.30 Temp Wages
ProPeople	25-Sep-23	ACH	\$1,101.00 Temp Wages - Eagle Services
ProPeople	25-Sep-23	ACH	\$2,446.87 Temp Wages - Eagle Services
ProPeople	25-Sep-23	ACH	\$1,409.28 Temp Wages
ProPeople	25-Sep-23	ACH	\$1,101.00 Temp Wages
ProPeople	25-Sep-23	ACH	\$2,089.07 Temp Wages
ProPeople	9-Oct-23	ACH	\$1,409.28 Temp Wages
ProPeople	9-Oct-23	ACH	\$1,101.00 Temp Wages
ProPeople	9-Oct-23	ACH	\$1,277.17 Temp Wages
ProPeople	9-Oct-23	ACH	\$1,167.06 Temp Wages
ProPeople	9-Oct-23	ACH	\$2,822.04 Temp wages Eagle SC
ProPeople	9-Oct-23	ACH	\$1,101.00 Temp wages Eagle SC
Quench USA, Inc	25-Sep-23	ACH	\$289.95 Water Equipment
Rathbone Falvey Research LLC	9-Oct-23	ACH	\$18,982.00 Research for Adv. Sales / Survey
RDK Corporation	25-Sep-23	ACH	\$150.00 Background checks new hires
RDK Corporation	25-Sep-23	ACH	\$120.00 Background Checks
RDK Corporation	25-Sep-23	ACH	\$30.00 Background Check
Right! Systems, Inc.	9-Oct-23	60398	\$2,519.97 SW Security
Right! Systems, Inc.	9-Oct-23	60398	\$20,335.00 Server & SW
Romaine Electric Corporation	9-Oct-23	ACH	\$29.21 Vehicle Parts
Romaine Electric Corporation	9-Oct-23	ACH	\$796.08 Ignition Coils
Romaine Electric Corporation	9-Oct-23	ACH	\$1,134.94 Vehicle Parts
SAMG Occupational Med - Emerald	9-Oct-23	60399	\$360.00 Drug Screen/Physicals
Shred-It USA- LLC	9-Oct-23	ACH	\$121.71 Document Shredding
SIJ Holdings, LLC.	25-Sep-23	ACH	\$990.15 Legal Ads

SMITH, JOSHUA	9-Oct-23	ACH	\$50.00 Reimb Cell
Sportworks Global LLC	9-Oct-23	ACH	\$71.85 Magnets
Star Senior Center	25-Sep-23	ACH	\$7,844.34 Acquisition of Services
Star Senior Center	9-Oct-23	ACH	\$5,263.97 Acquisition of Services
STEPHENS, ANGELA	25-Sep-23	ACH	\$82.90 Reimbursement - Pants
Stoltz Marketing Group, Inc	9-Oct-23	ACH	\$10,326.00 Acct Admin, web support, branding
Supportive Housing & Innovative Partners	25-Sep-23	ACH	\$33,803.16 Acquisition of Services
Syringa Networks, LLC	9-Oct-23	ACH	\$542.48 Telecom Services
Syringa Networks, LLC	9-Oct-23	ACH	\$4,820.00 Telecom Services
Tacoma Screw Products Inc.	25-Sep-23	ACH	\$345.50 Nuts & Bolts
Tacoma Screw Products Inc.	25-Sep-23	ACH	\$76.06 Nuts & Bolts
Tacoma Screw Products Inc.	25-Sep-23	ACH	\$2.71 Retaining Rings
Tacoma Screw Products Inc.	25-Sep-23	ACH	\$27.10 Retaining Rings
Tacoma Screw Products Inc.	9-Oct-23	ACH	\$13.61 Nuts & Bolts
Tacoma Screw Products Inc.	9-Oct-23	ACH	\$159.05 Nuts & Bolts
Tacoma Screw Products Inc.	9-Oct-23	ACH	\$84.55 Combination Wrench
That's Sharp, LLC.	25-Sep-23	ACH	\$80.00 Gloves
The Car Park, LLC	25-Sep-23	ACH	\$3,750.00 Parking passes
The Car Park, LLC	9-Oct-23	ACH	\$1,987.50 Carpark passes
The Car Park, LLC	9-Oct-23	ACH	\$112.50 Parking passes
The Car Park, LLC	9-Oct-23	ACH	(\$712.50) CM FOR 3 RIDERS
Thermo Fluids, Inc.	9-Oct-23	ACH	\$52.00 Used Oil Removal
Thompson and Associates, Inc.	9-Oct-23	ACH	\$3,072.75 HR consulting services
Transpo Group USA, Inc.	25-Sep-23	ACH	\$945.00 Consulting Services-Environ. Study
Treasure Valley Coffee	25-Sep-23	ACH	\$28.55 Creamer/Sugar
Treasure Valley Coffee	25-Sep-23	ACH	\$55.70 Coffee - MSS
Treasure Valley Coffee	9-Oct-23	ACH	\$80.70 FA - Orchard
Treasure Valley Coffee	9-Oct-23	ACH	\$106.00 Coffee - Orchard
Treasure Valley Coffee	9-Oct-23	ACH	\$53.20 Water - Orchard
Treasure Valley Coffee	9-Oct-23	ACH	\$112.10 Coffee - MSS
Treasure Valley Coffee	9-Oct-23	ACH	\$187.70 Coffee
Treasure Valley Curb & Sprinkling Inc	25-Sep-23	ACH	\$440.84 Landscaping
Treasure Valley Curb & Sprinkling Inc	9-Oct-23	ACH	\$2,145.00 Clean Up Foliage and tree debris
Treasure Valley Curb & Sprinkling Inc	9-Oct-23	ACH	\$440.84 Landscaping
Treasure Valley Transit	25-Sep-23	ACH	\$17,554.00 Sub-recipient
Treasure Valley Transit	2-Oct-23	ACH	\$17,389.00 Sub-recipient
UniFirst Acct# 1395966	25-Sep-23	ACH	\$86.53 Mats, Cloths, Uniforms
UniFirst Acct# 1395966	25-Sep-23	ACH	\$53.61 Mats, Cloths, Uniforms
UniFirst Acct# 1395966	25-Sep-23	ACH	\$73.62 Mats, Uniforms, Cloths
UniFirst Acct# 1395966	25-Sep-23	ACH	\$73.62 Mats, Cloths, Uniforms
UniFirst Acct# 1410130	25-Sep-23	ACH	\$154.71 Laundry Services
UniFirst Acct# 1410130	25-Sep-23	ACH	\$127.29 Laundry Services
UniFirst Acct# 1410130	9-Oct-23	ACH	\$158.96 Laundry Services
UniFirst Acct# 1410130	9-Oct-23	ACH	\$133.09 Laundry Services
UniFirst Acct# 1410130	9-Oct-23	ACH	\$133.99 Laundry Services
United Site Services of Nevada, Inc.	25-Sep-23	ACH	\$278.60 Restroom Rental
United Site Services of Nevada, Inc.	9-Oct-23	ACH	\$278.60 Restroom Rental
UPS Freight	9-Oct-23	60400	\$25.07 Freight
Urban Transportation Associates, Inc	9-Oct-23	ACH	\$25,000.00 APC analysis S/W
US Bank Plaza Condominium Assoc., Inc.	9-Oct-23	ACH	\$10,593.00 Association dues - Quarterly
US Bank Plaza Condominium Assoc., Inc.	9-Oct-23	ACH	\$10,593.00 Association dues
US Bank Plaza Condominium Assoc., Inc.	9-Oct-23	ACH	(\$10,593.00) Correct double posting
USABLE Life	9-Oct-23	ACH	\$2,005.63 Ins. Premiums
Verizon Wireless	25-Sep-23	60384	\$2,966.16 Cell Phone Service 8/16-9/15
Verizon Wireless	25-Sep-23	60384	\$493.30 Cell Phone Service 8/16-9/15
Verizon Wireless	25-Sep-23	60384	\$92.13 Cell Phone Service 8/16-9/15
Verizon Wireless	25-Sep-23	60384	\$51.40 Cell Phone Service 8/16-9/15
Verizon Wireless	25-Sep-23	60384	\$52.12 Cell Phone Service 8/16-9/15
Verizon Wireless	25-Sep-23	60384	\$1,634.05 Cell Phone Service 8/16-9/15
Verizon Wireless	25-Sep-23	60384	\$284.66 Cell Phone Service 8/18-9/17
Via Transportation, Inc.	9-Oct-23	ACH	\$5,950.00 dispatching s/w for operations
WASHINGTON, CORRIE	9-Oct-23	ACH	\$50.00 Cell Phone Reimb.
WCF National Insurance Company	10-Oct-23	ACH	\$16,978.60 Workers comp premium
Wienhoff Drug Testing	25-Sep-23	60385	\$730.00 Drug Testing
Wienhoff Drug Testing	25-Sep-23	60385	\$110.00 Drug Tests
William (Travis) Fremont	9-Oct-23	ACH	\$7,041.43 Ada County R2W
William (Travis) Fremont	9-Oct-23	ACH	\$558.02 Canyon County R2W
William (Travis) Fremont	9-Oct-23	ACH	\$40.00 VA Shuttle - same day cancellations

William (Travis) Fremont	9-Oct-23	ACH	\$680.00	Ada County R2W - same day cancels
William (Travis) Fremont	9-Oct-23	ACH	\$40.00	Canyon Count R2W - Same day cancel
William (Travis) Fremont	9-Oct-23	ACH	\$264.64	VA Shuttle Service
William (Travis) Fremont	9-Oct-23	ACH	\$1,711.43	CC Rides to Wellness
William (Travis) Fremont	9-Oct-23	ACH	\$10,429.50	Ada County R2W
William (Travis) Fremont	9-Oct-23	ACH	\$556.38	Monthly VA rides
William Beard	25-Sep-23	ACH	\$140.00	Bus Washing
William Beard	25-Sep-23	ACH	\$419.00	Bus Washing
William Beard	25-Sep-23	ACH	\$205.00	Bus Washing
William Beard	25-Sep-23	ACH	\$155.00	Seat Cleaning N616
William Beard	9-Oct-23	ACH	\$413.00	Bus Washing
YBNOW LLC	9-Oct-23	ACH	\$4,239.40	transportation
YBNOW LLC	9-Oct-23	ACH	\$161.56	Error Correct inv11888
YBNOW LLC	9-Oct-23	ACH	\$161.56	VA Shuttle
			\$1,870,590.31	

ACCEPTED:

 CHAIR OF EXECUTIVE BOARD

ATTEST:

 SECRETARY/TREASURER

Payment Register 10/16/2023 - 11/15/2023

Payee	Payment Date	CheckNum	Amount	Invoice Description
Access Idaho-26682	23-Oct-23	60401	\$68.64	DL Searches
AdaRide.Com, LLC	10-Nov-23	ACH	\$1,231.50	Paratransit Services
Alexander Clark Printing	08-Nov-23	60408	\$280.00	Door Hnagers
Alexander Clark Printing	08-Nov-23	60408	\$3,620.71	Legal Postings
All-Pro Commercial Cleaning, LLC	10-Nov-23	ACH	\$6,475.00	Janitorial Services
All-Pro Commercial Cleaning, LLC	10-Nov-23	ACH	\$6,475.00	Janitorial Services
All-Pro Commercial Cleaning, LLC	10-Nov-23	ACH	\$117.84	Janitorial Services
ALVARO, BRADLEY	25-Oct-23	ACH	\$229.10	PerDiem-Transit Ticketing Conf
AMAZON.COM SERVICES, INC.	08-Nov-23	ACH	\$55.93	LCD writing tablets
A-Z Bus Sales, Inc	23-Oct-23	ACH	\$178.01	Heavy Duty Storage Bags
A-Z Bus Sales, Inc	23-Oct-23	ACH	\$264.98	Idler Pulley
A-Z Bus Sales, Inc	23-Oct-23	ACH	\$299.43	Element Filters
A-Z Bus Sales, Inc	23-Oct-23	ACH	\$893.58	Vehicle Parts
BAILEY, WILLIAM	23-Oct-23	60402	\$85.00	Reimbursement - DOT Physical
Boise Air Terminal	08-Nov-23	ACH	\$9,240.50	Land Rent
Boise Cold Storage, LLC	13-Nov-23	60417	\$290.00	Ice trailer for Cranksgiving
Boise Community Radio Project	13-Nov-23	ACH	\$500.00	Air Time
Boise Municipal Health Care Trust	08-Nov-23	ACH	\$69,687.06	Insurance Premiums
Boise Peterbilt	23-Oct-23	ACH	\$534.06	Inventory Parts
Brady Industries of Nevada, LLC	23-Oct-23	ACH	\$708.25	Janitorial Supplies
BULEN, PHILLIP W.	08-Nov-23	60409	\$187.60	Reimbursement - Boots
CenturyLink	23-Oct-23	60403	\$178.84	Telecom Services 10/16-11/15
CenturyLink	23-Oct-23	60403	\$158.69	Telecom Services 10/7-11/6
Church of the Harvest	23-Oct-23	ACH	\$20,643.15	Acquisition of Services
Clean Energy	23-Oct-23	ACH	\$15,669.05	Natural Gas 9/1/23 - 9/30/2023
Coach & Equipment Manufacturing, Inc	23-Oct-23	ACH	\$153.76	Vehicle Parts
Commercial Tire, Inc	11-Nov-23	ACH	\$691.48	Multiple vehicle repairs
Commercial Tire, Inc	11-Nov-23	ACH	\$88.30	Fix coolant leakage
Commercial Tire, Inc	11-Nov-23	ACH	\$860.52	Lube, PMI, misc repairs.
Commercial Tire, Inc	11-Nov-23	ACH	\$337.50	lube, PMI services
Commercial Tire, Inc	11-Nov-23	ACH	\$248.50	Lube & PMI services
Commercial Tire, Inc	11-Nov-23	ACH	\$237.95	Lube & PMI Services
Commercial Tire, Inc	11-Nov-23	ACH	\$1,065.01	Vehicle repairs & maintenance
Commercial Tire, Inc	11-Nov-23	ACH	\$2,178.67	Misc vehiclce repairs
Commercial Tire, Inc	11-Nov-23	ACH	\$1,503.46	Misc vehicle repairs
Commercial Tire, Inc	11-Nov-23	ACH	\$285.20	Vehicle maintenance
Commercial Tire, Inc	11-Nov-23	ACH	\$2,951.00	Multiple vehicle repairs
Commercial Tire, Inc	11-Nov-23	ACH	\$455.67	Wheel balance & Alignment
Commercial Tire, Inc	11-Nov-23	ACH	\$15.21	Left turn signal
Commercial Tire, Inc	11-Nov-23	ACH	\$32.00	Installed Runout N333
Commercial Tire, Inc	11-Nov-23	ACH	\$881.22	Steers N337
Commercial Tire, Inc	11-Nov-23	ACH	\$881.22	N332 Steers
Commercial Tire, Inc	11-Nov-23	ACH	\$1,614.78	N615 Rears
Commercial Tire, Inc	11-Nov-23	ACH	(\$4,467.47)	N621 Tires Replaced with tires we use
Commercial Tire, Inc	11-Nov-23	ACH	\$82.48	Headlight bulb, headlight & tail light
Commercial Tire, Inc	11-Nov-23	ACH	\$1,614.78	Tires
Commercial Tire, Inc	11-Nov-23	ACH	\$1,614.78	Tires
Commercial Tire, Inc	11-Nov-23	ACH	\$1,537.38	Tires
Commercial Tire, Inc	11-Nov-23	ACH	\$1,352.78	Tires
Commercial Tire, Inc	11-Nov-23	ACH	\$15.08	Tires
Commercial Tire, Inc	11-Nov-23	ACH	\$767.80	Tires
Commercial Tire, Inc	11-Nov-23	ACH	\$1,295.62	Tires
Commercial Tire, Inc	11-Nov-23	ACH	\$15.08	Tires
Commercial Tire, Inc	11-Nov-23	ACH	\$15.08	Tires
Corwin Ford	08-Nov-23	ACH	\$45,396.00	TAM replacement Ada vehicle
Corwin Ford	08-Nov-23	ACH	\$44,585.00	TAM replacement support vehicle
Corwin Ford	08-Nov-23	ACH	\$48,482.00	TAM replacement for Ada Vehicle
CRENSHAW, MARSHALL	08-Nov-23	60410	\$132.45	Boot Allowance
Cummins Rocky Mountain, LLC	23-Oct-23	ACH	\$180.90	Inventory Parts
Cummins Rocky Mountain, LLC	23-Oct-23	ACH	\$720.00	Insite Lite Renewal
Cummins Rocky Mountain, LLC	23-Oct-23	ACH	(\$153.76)	Credit for Part Return Minus Restocking Fee
CURTIS, JODI	08-Nov-23	60411	\$50.00	Cell phone Reimb
David Gregory Sherman	23-Oct-23	60404	\$45.00	Windshield Repairs
David Gregory Sherman	23-Oct-23	60404	\$225.00	Windshield Repairs

Day Wireless Systems	23-Oct-23	ACH	\$364.00 Site Rental
Day Wireless Systems	23-Oct-23	ACH	\$624.00 Radio Site Rent
DOW, STEPHEN	08-Nov-23	60412	\$64.20 Reimbursement - Shoes
Ecolube Recovery, LLC.	23-Oct-23	ACH	\$90.00 Parts Wash Lease
EISENBERG, GREGG	08-Nov-23	ACH	\$50.00 Reimb Cell phone
Elliott Auto Supply Co., Inc	23-Oct-23	ACH	\$2,966.00 Bus Parts
Elliott Auto Supply Co., Inc	23-Oct-23	ACH	\$16.68 Windshield Wiper
Elliott Auto Supply Co., Inc	23-Oct-23	ACH	\$16.68 Windshield Wiper
ETA Phi Systems, Inc.	08-Nov-23	ACH	\$7,671.70 Regional CAD/AVL system
First Transit	08-Nov-23	ACH	\$28,230.65 Ada/Canyon Mgmt fee's
Fleet Services	18-Oct-23	ACH	\$190.39 Fuel
Fleet Services	18-Oct-23	ACH	\$1,232.87 Fuel
Fleet Services	18-Oct-23	ACH	\$2,344.82 Fuel
Fleet Services	18-Oct-23	ACH	\$578.95 Fuel
FLETCHER, DIANA	17-Oct-23	ACH	\$362.60 PerDiem National Safety Council
GODFREY, KATHLEEN	23-Oct-23	ACH	\$86.48 Reimb - meals
GODFREY, KATHLEEN	23-Oct-23	ACH	\$30.00 Reimb lunches WTS/Chamber
HASSAN, DEANNA	08-Nov-23	ACH	\$50.00 Cell phone Reimb
Hi - Line	23-Oct-23	ACH	\$485.38 Ring Crimps, Washers
Hot Shots, Inc.	23-Oct-23	ACH	\$1,063.16 Courier Services
Idaho Power	23-Oct-23	ACH	\$679.66 Utilities 9/14-10/13
Idaho Power	23-Oct-23	ACH	\$1,386.17 Utilities 9/14-10/13
Idaho Power	08-Nov-23	ACH	\$11,402.91 Utilities
Intermountain Gas	23-Oct-23	ACH	\$20.40 Utilities 9/12-10/11
Intermountain Gas	23-Oct-23	ACH	\$789.78 Utilities 9/12-10/10
IQBALI, WAHID JAN	08-Nov-23	ACH	\$216.15 Reimbursement - CWG
Jeremy Ricky	23-Oct-23	ACH	\$524.60 Purchase Transportation
Jeremy Ricky	23-Oct-23	ACH	\$18,595.04 Purchase Transportation
Jeremy Ricky	23-Oct-23	ACH	\$2,598.68 Purchase Transportation
Jeremy Ricky	08-Nov-23	ACH	\$297.83 Purchase Transportation - Script
JIMENEZ, GABRIEL	23-Oct-23	60405	\$63.57 Reimbursement - Cold Weather Gear
Kenworth Sales	08-Nov-23	ACH	\$1,873.45 Inventory Parts
Kenworth Sales	08-Nov-23	ACH	\$190.05 Flexible Hose
Kenworth Sales	08-Nov-23	ACH	\$336.66 Oil Pan Gasket, Pulley
KOLLIE, DORBOR	08-Nov-23	ACH	\$21.19 Reimbursement - Shoes
KOSHMERL, TIM	23-Oct-23	ACH	\$211.96 Reimbursement - Pants
KRONENBITTER, FRANK	23-Oct-23	ACH	\$225.00 Reimbursement - Boots
KRONENBITTER, FRANK	08-Nov-23	ACH	\$50.00 Reimb Cell
KROUPA, KRISTINA	08-Nov-23	ACH	\$50.00 Cell phone reimb.
Kuna Senior Citizen Inc	23-Oct-23	ACH	\$7,855.81 Acquisition of Services
Lizabeth C. Arkoosh	27-Oct-23	ACH	\$9,300.00 Lease pymnts - pd quarterly
Lowe's Home Improvement	08-Nov-23	ACH	\$286.33 Extension Cords
Lowe's Home Improvement	08-Nov-23	ACH	\$6.92 Key Tags
Lyft, Inc	08-Nov-23	ACH	\$1,798.30 Lyft Transit Connections
Lyft, Inc	08-Nov-23	ACH	\$204.88 Lates Night Rides Lyft Pass
LYLE WATSON	08-Nov-23	60413	\$336.50 Supplies A/C Machine
MAXWELL, WILLIAM GORDON	23-Oct-23	ACH	\$89.99 Reimbursement - DOT Physical
MAXWELL, WILLIAM GORDON	08-Nov-23	ACH	\$50.00 Reimb Cell
MCEWEN, HARRIET	23-Oct-23	60406	\$214.92 Reimbursement - Uniform
Melba Valley Senior Center	23-Oct-23	ACH	\$5,015.84 Acquisition of Services
Meridian Senior Center	23-Oct-23	ACH	\$9,114.28 Acquisition of Services
Metro Community Services	23-Oct-23	ACH	\$36,049.73 Acquisition of Services
National Tour Integrated Resouces Inc	16-Oct-23	ACH	\$18,284.17 Temp operators; staff shortage
National Tour Integrated Resouces Inc	23-Oct-23	ACH	\$17,776.17 Temp Operators
National Tour Integrated Resouces Inc	27-Oct-23	ACH	\$13,738.63 Temp. bus operators 10/19-10/25
National Tour Integrated Resouces Inc	06-Nov-23	ACH	\$11,851.76 Temp Operators
National Tour Integrated Resouces Inc	13-Nov-23	ACH	\$12,451.95 Temp Operators
ODP Business Solutions, LLC	08-Nov-23	ACH	\$37.35 Office Supplies
ODP Business Solutions, LLC	08-Nov-23	ACH	\$37.99 Riser - veritical
ODP Business Solutions, LLC	08-Nov-23	ACH	\$80.48 Office Supplies
ODP Business Solutions, LLC	08-Nov-23	ACH	\$165.17 Office Supplies
ODP Business Solutions, LLC	08-Nov-23	ACH	\$30.94 Ruler, Felt Pad
ODP Business Solutions, LLC	08-Nov-23	ACH	\$117.99 Labels, Folders
ODP Business Solutions, LLC	08-Nov-23	ACH	\$43.99 Office Supplies
O'Reilly Auto Enterprises, LLC	23-Oct-23	ACH	\$51.28 Quik-Loc Connectors
O'Reilly Auto Enterprises, LLC	23-Oct-23	ACH	\$15.72 Hose Connectors

O'Reilly Auto Enterprises, LLC	23-Oct-23	ACH	\$15.72	Hose Connectors
O'Reilly Auto Enterprises, LLC	23-Oct-23	ACH	\$267.30	A/C Compressor
O'Reilly Auto Enterprises, LLC	23-Oct-23	ACH	\$31.44	Hose Connectors
O'Reilly Auto Enterprises, LLC	23-Oct-23	ACH	\$279.77	A/C Compressor
O'Reilly Auto Enterprises, LLC	23-Oct-23	ACH	\$34.55	Idler Pulley
O'Reilly Auto Enterprises, LLC	23-Oct-23	ACH	(\$10.00)	Core Credit
O'Reilly Auto Enterprises, LLC	23-Oct-23	ACH	\$15.80	HTR Fitting
O'Reilly Auto Parts	23-Oct-23	ACH	\$239.17	Vehicle Parts
PEDROSA, LESLIE	08-Nov-23	ACH	\$43.75	Employee Reimb. Uber
PETERSON, TRAVIS	08-Nov-23	60414	\$400.00	Tool Allowance
Rathbone Falvey Research LLC	13-Nov-23	ACH	\$12,545.00	Market research for adv. Sales
ROCHA ALEJANDRE, ALVARO	08-Nov-23	ACH	\$140.00	Reimbursement - CDL Skills Test
ROCHA ALEJANDRE, ALVARO	08-Nov-23	ACH	\$30.00	Reimbursement - CDL License
RODGERS, TRINA	23-Oct-23	ACH	\$38.67	Reimbursement - Cold Weather Gear
SMITH, JOSHUA	08-Nov-23	ACH	\$140.00	Boot Allowance
SMITH, JOSHUA	08-Nov-23	ACH	\$50.00	Reimb cell
SMITH, JOSHUA	08-Nov-23	ACH	\$420.00	Tool Allowance
Stoltz Marketing Group, Inc	13-Nov-23	ACH	\$12,445.50	Accnt Admin/Website/Projct Mgmnt
Stoltz Marketing Group, Inc	13-Nov-23	ACH	\$1,050.00	Safe Routes Website Project
Stoltz Marketing Group, Inc	13-Nov-23	ACH	\$1,190.00	City Go Website project
Supportive Housing & Innovative Partners	23-Oct-23	ACH	\$32,612.50	Acquisition of Services
Surel's Place Inc.	13-Nov-23	ACH	\$1,000.00	Flipside Fest Sponsorship
Treasure Valley Transit	23-Oct-23	ACH	\$26,393.00	Sub-recipient
USAbLe Life	08-Nov-23	ACH	\$2,003.20	Insurance dues
Verizon Wireless	08-Nov-23	60415	\$2,965.74	Cell Phone Service
Verizon Wireless	08-Nov-23	60415	\$392.08	Cell Phone Service
Verizon Wireless	08-Nov-23	60415	\$92.17	Cell Phone Service
Verizon Wireless	08-Nov-23	60415	\$51.45	Cell Phone Service
Verizon Wireless	08-Nov-23	60415	\$52.16	Cell Phone Service
Verizon Wireless	08-Nov-23	60415	\$1,634.05	Cell Phone Service
Verizon Wireless	08-Nov-23	60415	\$52.16	Cell Phone Service 9/16-10/15
WASHINGTON, CORRIE	08-Nov-23	ACH	\$50.00	Cell phone Reimb
WCF National Insurance Company	09-Nov-23	ACH	\$16,978.60	Worker's Comp Premium
Wex Bank	23-Oct-23	ACH	\$198.98	Fuel 9/7 - 10/06/2023
WHITE, MELISSA	23-Oct-23	60407	\$18.00	Reimbursement - Pants
WHITE, MELISSA	08-Nov-23	60416	\$95.37	Reimbursement - Shoes
William Beard	13-Nov-23	ACH	\$205.00	Bus Washing
William Beard	13-Nov-23	ACH	\$413.00	Bus Washing
William Beard	13-Nov-23	ACH	\$205.00	Bus Washing
William Beard	13-Nov-23	ACH	\$417.00	Bus Washing
William Beard	13-Nov-23	ACH	\$205.00	Bus Washing
YBNOW LLC	08-Nov-23	ACH	\$5,642.76	Ada county rides to wellness
YBNOW LLC	08-Nov-23	ACH	\$298.24	VA shuttle
			\$648,460.23	

ACCEPTED:

CHAIR OF EXECUTIVE BOARD

ATTEST:

SECRETARY/TREASURER

AUTHORIZATION FOR EXPENDITURE EXECUTIVE BOARD

PROCUREMENT DESCRIPTION: Mobile Column Lifts

TOTAL COST: Not to exceed \$250,000

PURPOSE/ACTION: Procure five sets of mobile column lifts for bus maintenance facilities. Four sets are due for replacement in Ada County, and one will be an expansion set for Canyon County.

SCOPE OF WORK: VRT needs to replace four sets of mobile column lifts in Ada County. These four sets have exceeded their useful life. VRT will continue to work towards improving the overall condition rating of its shop equipment by phasing out aging assets that are in poor condition and have reached or exceeded their useful life. The expansion set of lifts will allow for Canyon County to operate more efficiently. Currently Canyon County only has one set of mobile column lifts.

DISCUSSION: The heavy-duty mobile column lifts for buses are necessary to facilitate fleet maintenance, as well as complete repairs and inspections for all vehicles in Ada and Canyon County. The replacement lifts will immediately improve the overall condition rating for shop equipment in the Transit Asset Management Plan.

The Board of Valley Regional Transit approved **Resolution VBD23-027** which delegated authority to the Executive Board to approve the purchase of up to five sets mobile column lifts on August 7, 2023.

Following a review of pre-competed contracts that help simplify and expedite the procurement process for all state, federal and local government purchasing agencies, VRT determined the Sourcewell Cooperative Purchasing contract was most advantageous and in compliance with all local and FTA requirements.

ALTERNATIVES: The alternative would be to not purchase the mobile column lifts, which would cause VRT to rely on aging equipment to perform safety sensitive maintenance work. The decision to not replace the bus lifts could result in higher costs for maintenance and repairs as parts becomes increasing difficult to source.

FISCAL IMPACT: The funding for mobile column lifts were included in the fiscal year 2023 budget, **Resolution VBD22-021**, approved August 1, 2022.

RECOMMENDATION/JUSTIFICATION: VRT staff requests the Executive Board approve **Resolution VEB23-016** and approve the purchase of mobile column lifts from Ari-Phoenix, not to exceed \$250,000, off pricing provided under the Sourcewell Cooperative Purchasing contract.

ORDER OF REVIEW

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

Signature: _____

Date Approved: _____

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

Signature: _____

Date Approved: December 4, 2023

Resolution Number: VEB23-016

Item III. D.

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

Signature: _____

Date Approved:

Resolution Number:

EXECUTIVE BOARD RESOLUTION

Mobile Column Lifts RESOLUTION VEB23-016

BY THE EXECUTIVE BOARD OF VALLEY REGIONAL TRANSIT TO APPROVE PURCHASING MOBILE COLUMN LIFTS FROM ARI – PHOENIX, INC FOR REPLACEMENT AND EXPANSION EQUIPMENT

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

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

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

WHEREAS, Valley Regional Transit is in need of replacing four heavy duty bus lifts in Ada County, due to aging shop equipment that has exceeded its useful life expectancy, as well as a new set of mobile column lifts in Canyon County, to allow for a more efficient operation; and

WHEREAS, Valley Regional Transit researched pre-competed contracts that help simplify and expedite the procurement process for all federal, state and local government purchasing agencies; and

WHEREAS, Valley Regional Transit found that the Sourcewell Cooperative Purchasing contract was most advantageous and in compliance with all local and FTA requirements; and

WHEREAS, Valley Regional Transit will purchase five sets of mobile column lifts, not to exceed \$250,000, using funding allocated in the fiscal year 2023 budget for these expenditures; and

WHEREAS, Valley Regional Transit included the budget for this expenditure in the fiscal year 2023 budget, **Resolution VBD22-021**, approved August 1, 2022; and

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

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

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

Section 1. That the Board of Valley Regional Transit approved **Resolution VBD23-027** and delegated authority to the Executive Board to approve the purchase of up to five sets mobile column lifts on August 7, 2023.

Section 2. That the Executive Board of Valley Regional Transit approve **Resolution VEB23-016** to purchase five sets of mobile column lifts from Ari-Phoenix, not to exceed \$250,000.

Section 3. That the Executive Board delegates the authority to the Chief Executive Officer to finalize and execute the purchase.

Section 4. That this Resolution shall be in full force and effective immediately upon its adoption by the Executive Board of Valley Regional Transit and its approval by the Board Chair.

ADOPTED by the Executive Board of Valley Regional Transit, this 4th day of December, 2023.

APPROVED by the Executive Board Chair this 4th day of December, 2023.

ATTEST:

APPROVED:

EXECUTIVE ASSISTANT

CHAIR



TOPIC	2024 VRT Executive Board Elections
DATE	November 22, 2023
STAFF MEMBER	Elaine Clegg

Staff Recommendation/Request

The staff requests that the VRT Executive Board recommend nominations for up to 11 positions on the Executive Board to be filled by current VRT Board members to serve for calendar year 2024.

Highlights

- VRT bylaws sets the January meeting as the Executive Board election, timely nominations advances that election.
- The Executive Board has four officers, six at-large members, and Boise State position
- Terms of office are one year, with each officer moving forward in succession
- VRT Board combines the secretary and treasurer position into one position.
- The bylaws require at least one member each be placed on the Executive Board from the cities of Boise, Caldwell, and Nampa, and Boise State University.

Existing and open positions for 2024

The VRT Executive Board is comprised of eleven members total, five members from each of Ada and Canyon counties and one member from Boise State University. There are four Board officers, two from each county, who follow a succession from Secretary/Treasurer to Chair over a four-year span, 6 members at large and one position to be filled by a BSU representative. There are currently three open positions for which we are seeking nominees. The current slate of nominees, including the succession of current officers to the succeeding officer position for 2024 are as listed below:

Position	Nominee	County Represented
Chair	Jarom Wagoner	Canyon County
Chair-Elect	Lauren McLean	Ada County
Vice-Chair	Alexis Pickering	Ada County
Sec/Treas.	Open	Canyon County
At Large	Debbie Kling	Canyon County
At Large	Sabrina Minshall	Canyon County
At Large	Joe Stear	Ada County
At Large	Todd Lavoie	Ada County
At Large	Open	Canyon County
At Large	Open	Ada County
Boise State	Lantz McGinnis-Brown	Boise State

The request today is to complete the list of proposed nominees and make a recommendation to the VRT Board of Directors to accept those nominations.

Background

The VRT Board established the current governance model in 2012 to expedite business actions, and support continuity and stability in leadership. The Executive Board meets monthly and provides timely oversight and governance functions for the VRT Board which meets quarterly.

The bylaws do not require Executive Board members to be elected officials, any member of the Board of Directors is eligible to serve on the Executive Board. Members can and many do stay on the Executive Board for multiple years. Jarom Wagoner, Lauren Mclean and Alexis Pickering are in line to succeed to the next officer positions.

Implication (policy and/or financial)

The VRT Board has authorized the Executive Board to act on its behalf to expedite decisions and provide timely leadership for VRT. The frequency of Executive Board meetings ensures VRT can meet core mission critical functions with the appropriate fiscal oversight for the organization. Conducting the election of the Executive Board allows that critical function to continue without interruption.

More Information

For detailed information contact: Elaine Clegg, CEO, eclegg@ridevrt.org 208-258-2712

VRT BOARD OF DIRECTORS

Proposed Agenda – January 2024

CONSENT AGENDA (5 minutes)

Minutes of the October Board Meeting
Minutes of the October/December Executive Board meetings
Q-4 Performance Report
Updates to RAC Bylaws
Avero Contract Modification and AFE
Payment Registers
Public Comment Report
Appoint Person to Boise Municipal Healthcare Trust
Employee Handbook Update
Regional Performance Measurement Policy 1.19.00 (Update)
Transit Asset Media Advertising Policy 1.23.04
Facilities and Maintenance Policy
Main Street Station Exit Gate

ACTION ITEMS

Officer Succession and Elections – Elaine (10 Minutes)
Budget Presentation – Jason Jedry/Elaine (15 minutes)
Public Hearing - Budget Amendments – Jason Jedry/Elaine (5 minutes)
Vote of Budget Amendment- Elaine (5 minutes)
Title VI Update (10 minutes)
Bus Stop Location and Transit Amenities Guideline (TADG) (5 minutes)
TTOP Addendum (10 minutes)

INFORMATION ITEMS

BSU MPA Capstone Project (55 minutes)

PROCUREMENTS

Procurement Calendar

DEPARTMENT/STAFF REPORTS



TOPIC	State Street Traffic and Transit Operations Plan (TTOP) Addenda
DATE	December 4, 2023
STAFF MEMBER	Kate Dahl

Staff Recommendation/Request

Staff request the Executive Board consider recommending for approval, the State Street Traffic and Transit Operations Plan (TTOP) Addenda.

Highlights

- 2011 – State Street TTOP was adopted
- 2018 – VRT convened a State Street Technical and Executive Team to review progress on the State Street Corridor
- 2021 – VRT initiated the State Street Transit Operations Plan to review impacts of current TTOP transit treatments
- 2023 – State Street Technical and Executive Team developed recommended addenda

Summary

For more than the past decade, public agencies along State Street have used the State Street TTOP to coordinate transportation and development activities. Over that time several issues have been identified that need revision. To address these issues VRT leveraged the State Street Memorandum of Understanding and convened a technical and executive team to develop and review potential updates. These needs lead to additional analysis and the attached recommended addenda.

Changes Summary

- HOV lane changed to Multi-modal Lane
- 7 Lane ACHD Cross-Section
- 5 Lane ITD Example Cross Section
- Update long range transportation reference maps
- TOD development to happen before to drive transit improvements
- In-Lane stops replace bus pull-outs

More Information

Attachment:

TTOP Addenda

For detailed information contact: Kate Dahl, Principal Planner, 208-258-2718, kdahl@ridevrt.org



BUILDING A BETTER State Street

Addenda: State Street Transit and Traffic and Operation Plan (TTOP) Revision
Date: October 30, 2023

Recommendation/Request

The State Street Transit and Traffic Operational Plan (TTOP) has guided coordinated action along State Street for the last 11 years. Over the years State Street partners have made progress on various elements of the TTOP. Implementation of the TTOP has also required partners to consider updates to specific elements in the plan. The Transit Operational Analysis (TOA) is one of those planning projects that results in recommending an update to the TTOP. The technical team and State Street executive team met and recommended the following changes.

Summary

State Street Widened to Seven Lane Cross-Section (TTOP page 24 & 39, Figure 18 & 24).

The seven-lane configuration has reconfigured the HOV lane as a multi-modal curbside travel lane, that will accommodate a broad range of uses including right turn traffic, business access, in-lane bus stops and other potential transit priority spot treatments. The State Street Corridor Operational Analysis identified that transit priority spot treatments such as right turn only except bus restrictions at intersections or queue jumps can be utilized to benefit transit operations without degrading general purpose traffic. These strategies used in combination with off-board payment, near-level boarding, routing bike lanes behind the bus stops, transit signal priority, and strategic bus stop consolidation can all work together to deliver a strong multi-modal corridor.

The typical cross section is also updated to show a buffered multi-use path rather than on street bicycle lanes. The cross section continues to show trees in the median and in pedestrian buffers to create the desired pedestrian experience and streetscape. It is recognized that trees may not be possible in all locations. Cross-section widths are 127 feet as shown on the diagram and are considered desirable but may be reduced depending upon available right-of-way, or utility conflicts. Traffic lane widths may also vary between 11 and 12 feet depending on site specific needs.

Two revised cross sections have been created one for ACHD and one for ITD. The ACHD cross-section shows an 11' foot lane width, a tree in the median and a shared-use pathway. The ITD cross-sections are shown as examples to provide guidance in specific areas where it was unclear how facilities would integrate. Example Section A-A is a 5-lane highway at an intersection with a bus stop and utilizing the additional lane as a bus bay. Example Section B-B is a 5-lane highway includes the shared use pathway and how that could be integrated with ACHD sections with a shared use pathway. Notes have been provided with the new cross sections which illustrate changes and identify exceptions, see attachments 1-3 below.

Note: From 23rd to Gary Lane, a road widening project to 7 lanes has been identified in the medium-term improvements (Fig. 23) see Attachment 1: ACHD below.





BUILDING A BETTER State Street

From Gary Lane to Eagle Road, a road widening project to 7 lanes is identified in the long-term improvements (Fig. 25) in the TTOP, but plans have not been developed. See Attachments 2-3: ITD below for guidance on 5 lanes.

Low & High Transit Network Maps (TTOP Pages 19-20, Figures 8-9)

The TTOP envisions low and high transit networks for the horizon year of 2035, which were developed at the time of the plan in 2011. Since that time two long range plans for transportation and transit have built upon the low and high networks. COMPASS has completed Communities in Motion 2050, which outlines a funded and unfunded network. Moving forward, the CIM 2050 funded network or its successor should be referenced for the low transit network and the unfunded network or its successor for the high transit network. In addition, Valley Connect 2.0 also outlines a growth scenario network or its successor that should be referenced and maybe more accurate for the 2035 horizon. The CIM 2050 unfunded network provides more routes connecting between Middleton to Meridian and outlying areas to the south and north than VC 2.0 but is 15 years further down the timeline (2050). As long-range transportation plans are updated the newest network map should be referenced. See attachments 4-6 below.

Medium & Long-term improvements (TTOP Pages 56 & 60)

Medium and Long-term improvements are outlined for the corridor and identify thresholds of ADT > 43,000, transit ridership of 1500-3000 riders/day and TOD site development in specific locations before installation of improvements. This update acknowledges that the transit improvements will benefit existing riders, support the TOD site development and are part of the strategy to grow ridership to the target levels of 1500-3000 daily riders. Land development within the TOD nodes should be developed as far ahead as possible to begin building ridership for transit. The development of multi-family residential and businesses requiring higher number of employees will especially drive ridership, as well as park and ride lots at either end will accommodate ridership as outlying areas develop.

Transit Treatment (TTOP, Pages 55, 57 Figure 22-23, and throughout the document)

As mentioned above, the State Street Corridor Operational Analysis identified in-lane bus stops will result in significant travel time savings for transit compared to bus pull-outs. Henceforth, references to bus bays and pull-outs are to be replaced with in-lane bus stops as described in the TOA and are recommended for speeds 35 mph and under and up to 45mph on an individual basis. Furthermore, the priority transit treatments identified in the TOA replace those specifically called out in the TTOP.

More Information

Attachments:

1. State Street Typical Section _ACHD
2. State Street Example Section A-A _ITD
3. State Street Example Section B-B _ITD





BUILDING A BETTER State Street

4. Communities in Motion 2050 [funded network](#)
5. Communities in Motion 2050 [unfunded network](#)
6. [Valley Connect 2.0](#)

Links:

1. [State Street TTOP](#)
2. [State Street TOA](#)

State Street Technical Group:

[Stephen Hunt, Valley Regional Transit](#)

[Kate Dahl, Valley Regional Transit](#)

[Joseph Guenther, Valley Regional Transit](#)

[Lila Klopfenstein, COMPASS](#)

[Tom Laws, Ada County Highway District](#)

[Mark Wasdahl, Idaho Department of Transportation](#)

[Zach Piepmeyer, Capital City Development Corporation](#)

[Bre Brush, City of Boise](#)

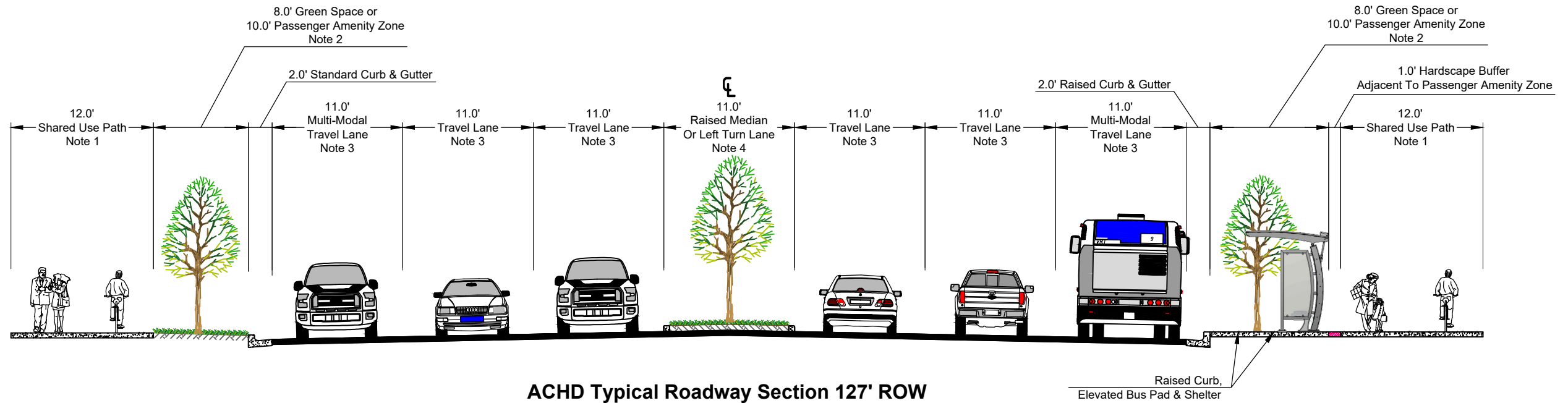
[Jenah Thornborrow, Garden City](#)

[Nichoel Baird-Spencer, City of Eagle](#)

[Brent Moore, Ada County](#)

[Stacey Yarrington, Ada County](#)



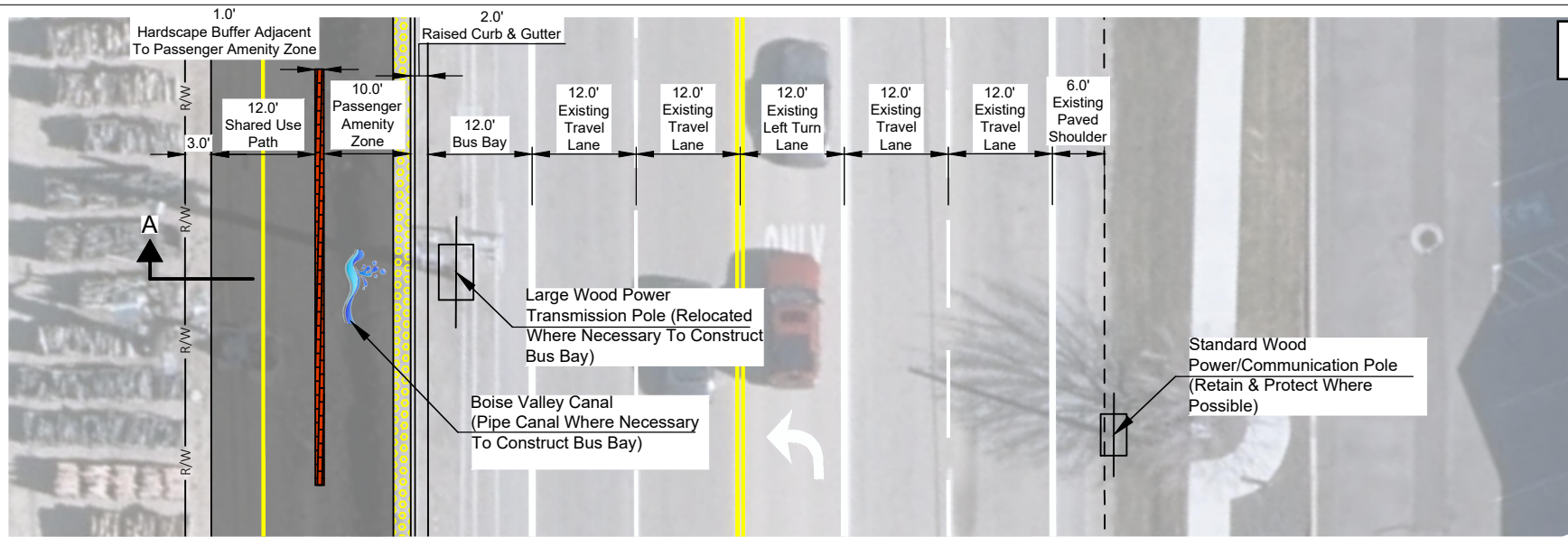


ACHD Typical Roadway Section 127' ROW

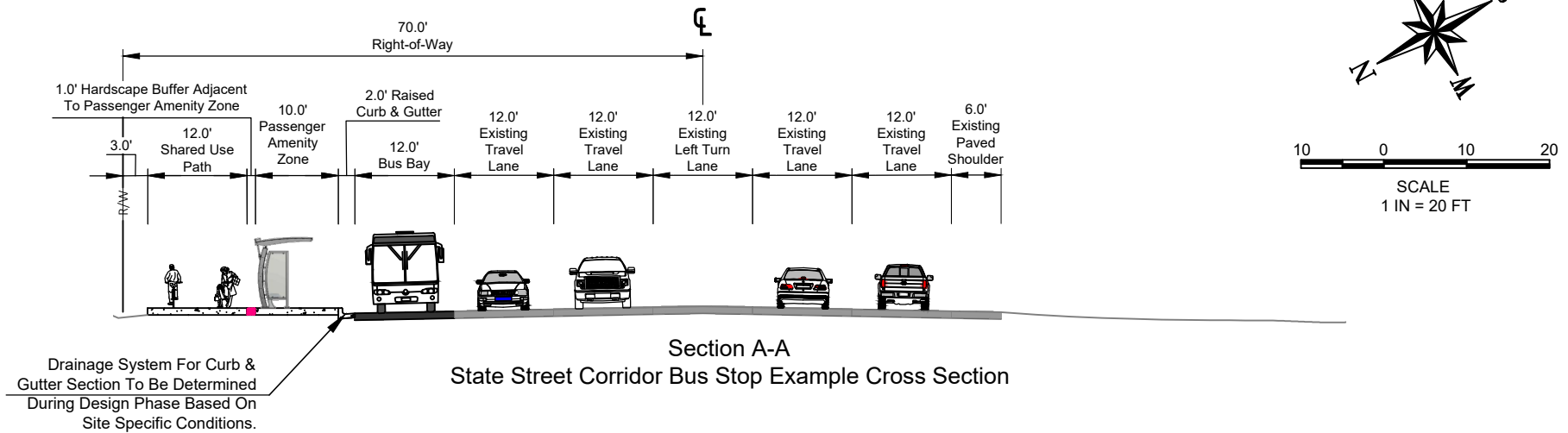
Seven (7) Lane Configuration
N.T.S.

Typical Section Notes:

1. The desired width of the Shared Use Path is 12-feet. However, the width of Shared Use Path may be reduced to 10-feet where physical or right-of-way constraints exist. Alternately, the Shared Use Path may be omitted and replaced with a sidewalk of appropriate width as approved during design review of detailed construction plans for State Street improvements.
2. A minimum Green Space width of 8-feet is required for tree planting or can be extended to 10 feet for larger street trees per ACHD policies. It may be necessary to reduce the Green Space width due to physical or right-of-way constraints. Planting of trees, shrubs or grass in the Green Space may be prohibited due to vision sight triangle requirements at driveways and intersections, unavailability of irrigation, drainage concerns, utilities in the Green Space area or space constraints.
3. All travel lanes shown on the typical section are intended to be "general use lane" available for all vehicle types. Typical lane widths are 11-feet. Narrower lane widths will require special approval from ACHD. Wider lanes may be used where space is available or where the existing road width or travel lanes are already wider. Additional lanes may be incorporated into the typical section to accommodate turn lanes at intersections.
4. The center "lane" may be used to accommodate left turn lanes at intersections, a two-way-left-turn lane where left turn movement to/from adjacent properties are allowed, or may be constructed as a raised median to prohibit left turn movements. Where a raised median is constructed, the width of the center "lane" may be reduced to help alleviate space constraints or right-of-way impacts. Planting of trees, shrubs or grass in the raised median may be prohibited due to unavailability of irrigation, drainage concerns, utilities in the raised median area or space constraints if the raised median is narrowed.



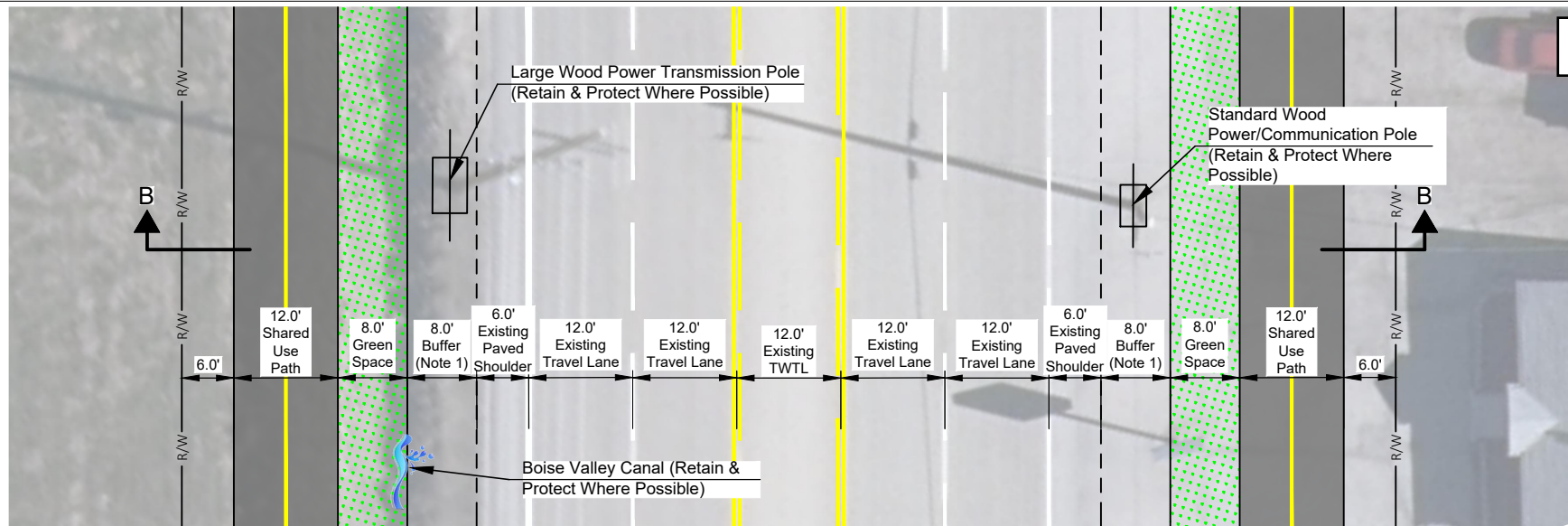
State Street Corridor Bus Stop Example Plan View
(Example Location West Of N. Bogart Ln.)



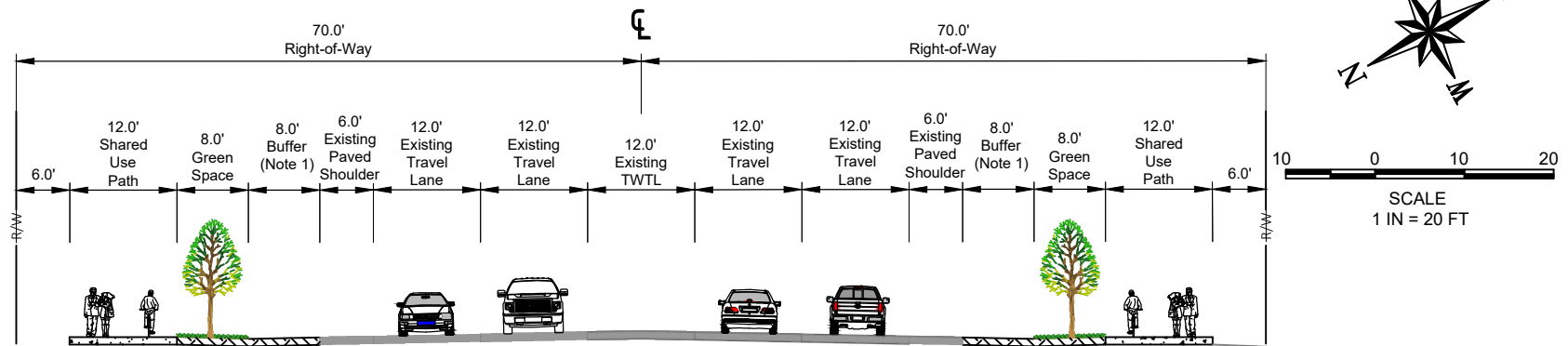
Section A-A
State Street Corridor Bus Stop Example Cross Section

Notes:

1. The example location shown in this exhibit may not be representative of all portions of W State Street, from N. Glenwood Street to State Highway 55. The improvements being shown outside the existing 5-lane roadway & the 70' half right-of-way width will have significant impacts to private property & private infrastructure.
2. The desired width of the shared use path is 12-feet. However, the width of shared use path may be reduced to 10 feet where physical or right-of-way constraints exist. Alternately, the shared use path may be omitted and replaced with a sidewalk of appropriate width as approved during design review of detailed construction plans for State Street improvements.
3. All travel lanes shown (except the "Bus Bay") are intended to be "general use lanes" available for all vehicle types.
4. The "Bus Bay" is intended to be a bus only lane adjacent to the bus boarding & alighting area, allowing the bus to stop outside the travel lane. Appropriate roadway widening transitions & merge lane tapers are required before & after the bus stop location.



State Street Corridor Example Plan View
(Example Location ±600' West Of N. Bogart Ln)

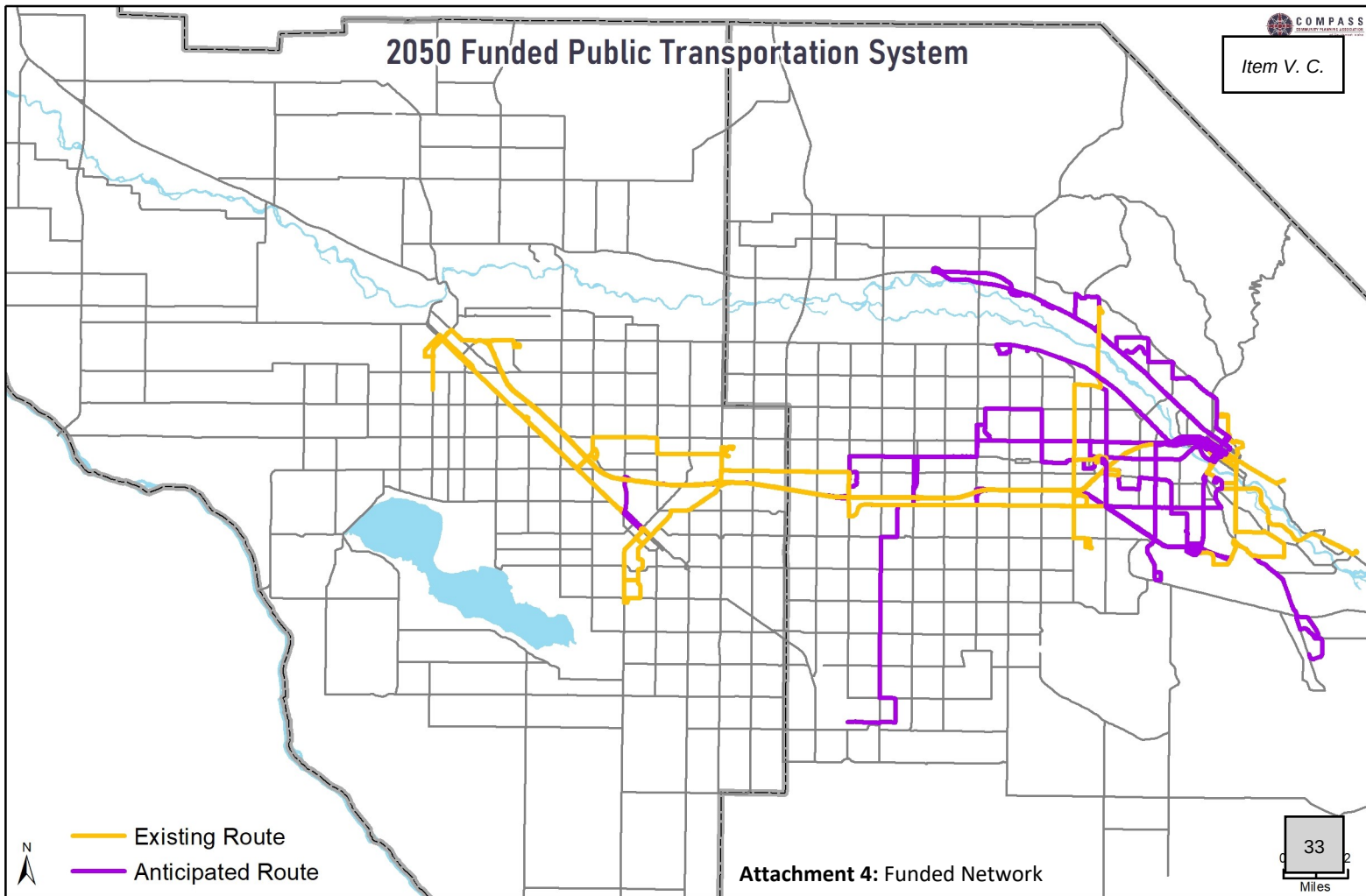


Section B-B
State Street Corridor Example Cross Section

Notes:

1. The 8.0' buffer shown on each side of the roadway coincides with the approximate location of existing power transmission & power distribution/communication poles.
2. The example location shown in this exhibit may not be representative of all portions of W State Street, from N. Glenwood Street to State Highway 55. The improvements being shown outside the existing 5-lane roadway & the 140' right-of-way width will have significant impacts to private property & private infrastructure.
3. The desired width of the shared use path is 12-feet. However, the width of shared use path may be reduced to 10 feet where physical or right-of-way constraints exist. Alternately, the shared use path may be omitted and replaced with a sidewalk of appropriate width as approved during design review of detailed construction plans for State Street improvements.
4. A minimum green space width of 8-feet is required for tree planting & tree trunks within the clear zone must be less than 4" in diameter. It may be necessary to reduce the green space width due to physical or right-of-way constraints. Planting of trees, shrubs or grass in the green space may be prohibited due to vision sight triangle requirements at driveways and intersections, unavailability of irrigation, drainage concerns or utilities in the green space area.
5. All travel lanes shown are intended to be "general use lanes" available for all vehicle types.

2050 Funded Public Transportation System



Attachment 4: Funded Network

2050 Unfunded Public Transportation System

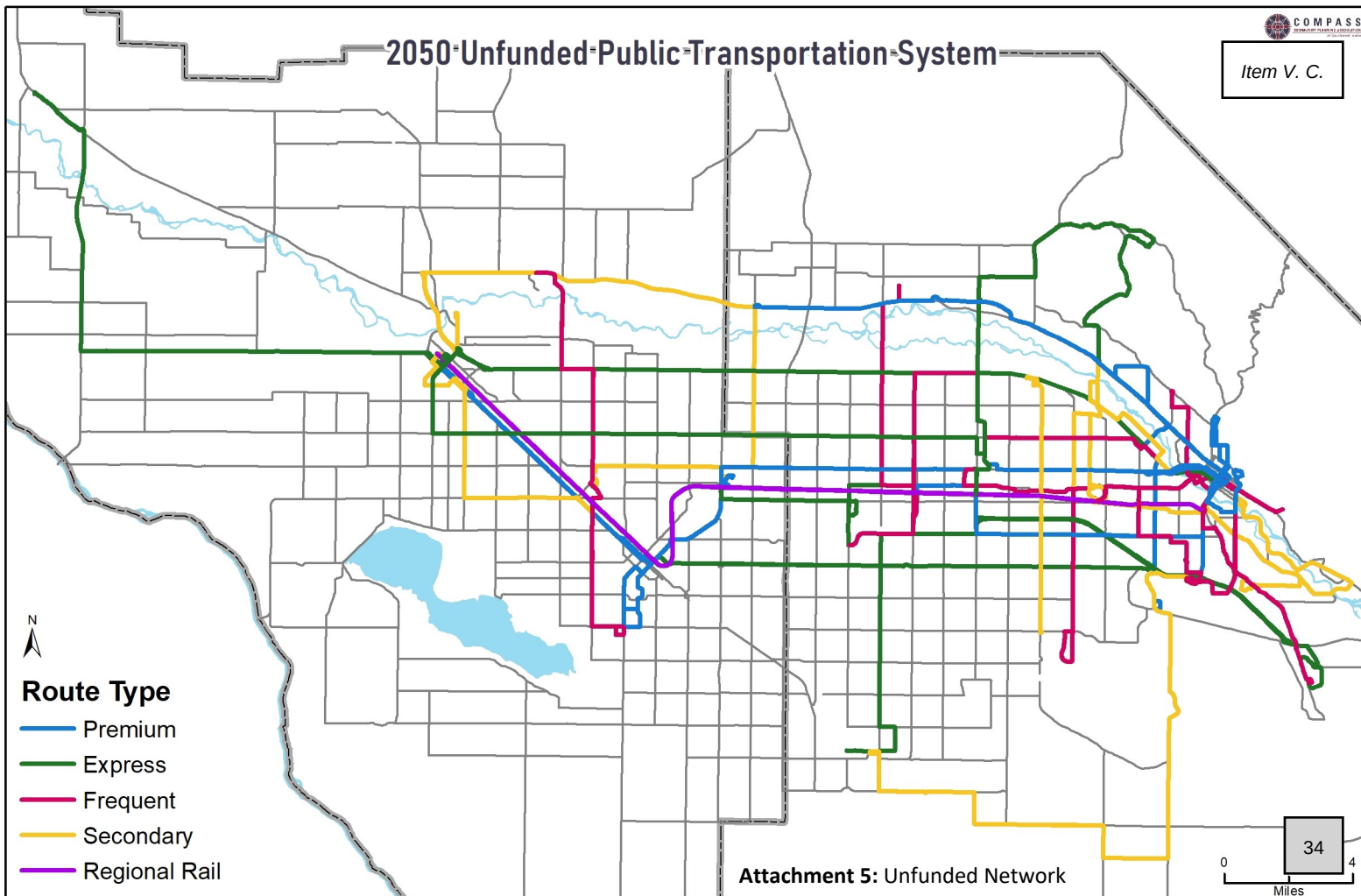
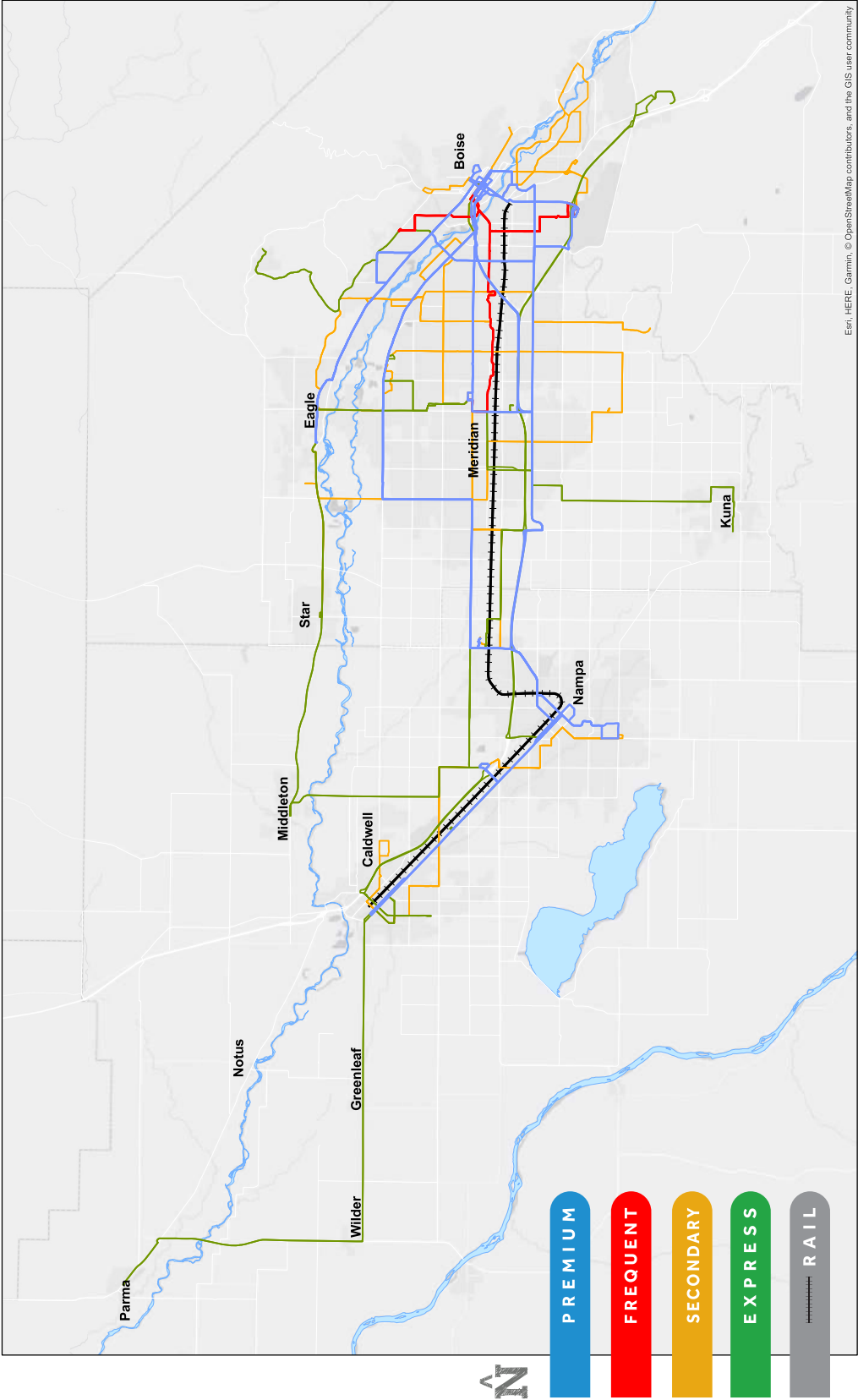


FIGURE 11.
ValleyConnect 2.0 Growth Scenario Conceptual Network



AUTHORIZATION FOR EXPENDITURE EXECUTIVE BOARD

PROCUREMENT DESCRIPTION: Bus Stop Inventory Phase 1 – Transpo Group, Inc.

TOTAL COST: Not to Exceed \$57,000

PURPOSE/ACTION: Valley Regional Transit seeks to improve the rider experience. A key location to improve the rider experience is at bus stops. Determining whether bus stops have adequate access and standard amenities that are in good condition is the first step in ensuring riders are safe, comfortable and can conveniently access the bus network.

SCOPE OF WORK: Valley Regional Transit requires the services of a consultant to develop a database to organize and track bus stop conditions and amenities and collect conditions data on premium level bus stops. This will allow VRT to identify where conditions and amenities need to be improved.

DISCUSSION: Staff estimates there are over 900 bus stops in the transit network, approximately 700 of those will be active after the FY2024 service change. To understand the conditions at each stop, whether each stop meets the Bus Stop Typology guidelines, and to standardize stop amenities, staff must first know what types of amenities are located at each stop. This database will allow staff to know how many benches, bike racks, shelters etc. will be required to improve all bus stops and meet the Bus Stop Typology. Bus Stops will be inventoried in phases, until all 900 stops are inventoried and in the database.

ALTERNATIVES: Continue with sub-standard bus stops that may have limited accessibility, poor or missing amenities, sub-standard accounting of VRT assets on the ground, and poor visual cohesion which does not contribute to a positive branding identity.

FISCAL IMPACT: Not to exceed amount of \$57,000 in FY2024, with the Phase 1 project to be completed by March 1, 2024.

RECOMMENDATION/JUSTIFICATION: VRT staff requests the Executive Board approve Resolution VEB23-017 and authorize the Chief Executive Officer to finalize a contract with Transpo Group, Inc. to perform the Bus Stop Inventory Phase 1 by March 1, 2024 and not to exceed \$57,000.

ORDER OF REVIEW

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

Signature: _____

Date Approved: 12/04/2023

Resolution Number: VEB23-017

EXECUTIVE BOARD RESOLUTION

BUS STOP INVENTORY PHASE 1 RESOLUTION VEB 23-017

BY THE EXECUTIVE BOARD OF VALLEY REGIONAL TRANSIT APPROVING BUS STOP INVENTORY PHASE 1 – TRANSPPO GROUP, INC.

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

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

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

WHEREAS, Valley Regional Transit seeks to improve the rider experience at bus stops; and

WHEREAS, Valley Regional Transit needs to quantify what conditions and amenities exist at current bus stops and thus requires a database to organize and track bus stop amenities to make specific improvements to improve rider experience; and

WHEREAS, Valley Regional Transit staff completed a competitive procurement process through Request for Quotes on October 20, 2023 as required in the VRT Procurement Policies adopted by the Valley Regional Transit Board of Directors and in compliance with all local and FTA requirements; and

WHEREAS, Valley Regional Transit included the budget for this expenditure in the fiscal year budget FY2024 - Resolution VBD23-017 as approved by the VRT Board on 12/04/2023; and

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

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

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

Section 1. That the Executive Board approves a contract with Transpo Group, Inc. in an amount not to exceed \$57,000 for Bus Stop Inventory Phase 1.

Section 2. That the Executive Board delegates authority to the CEO to finalize and execute the contract.

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

ADOPTED by the Executive Board of Valley Regional Transit, this 4th day of December 2023.

APPROVED by the Executive Board Chair this 4th day of December 2023.

ATTEST:

APPROVED:

EXECUTIVE ASSISTANT

CHAIR OF EXECUTIVE BOARD

AUTHORIZATION FOR EXPENDITURE EXECUTIVE BOARD

PROCUREMENT DESCRIPTION: Contract with Idaho Correctional Industries to build bus stop information holders.

TOTAL COST: Not to Exceed \$78,000

PURPOSE/ACTION: Valley Regional Transit (VRT) seeks to improve the rider experience. VRT strives to provide information at bus stops that is helpful and easy to understand and assists riders in navigating the transit system. An essential component of providing information at bus stops is having durable, weatherproof information holders that can house rider information.

SCOPE OF WORK: Valley Regional Transit requires a manufacturer to build the bus stop information holders to VRT specifications.

DISCUSSION: VRT has requested two sizes of information holders, 40 that are 8.5"x 18" in size and 699 schedule holders 6"x 18" in size. Schedule holder would be installed at more than 700 bus stops for the FY2024 service change.

ALTERNATIVES: VRT could continue with no information holders at bus stops and the riders would have to utilize the internet to access the VRT website for schedule information, download the UMO app to see bus stop times, call customer service, or have a hardcopy route brochure with the timetable. There would be no rider information available at bus stops.

FISCAL IMPACT: Not to exceed amount of \$78,000 in FY2024 with schedule holders delivered by March 1, 2024.

RECOMMENDATION/JUSTIFICATION: VRT staff requests the Executive Board approve Resolution VEB23-018 and authorize the Chief Executive Officer to finalize a contract with Idaho Correctional Industries to build and deliver bus stop information holders by March 1, 2024 and not to exceed \$78,000.

ORDER OF REVIEW

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

ORDER OF REVIEW

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

Signature: _____

Date Approved: _____

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

Signature: _____

Date Approved: 12/4/2023

Resolution Number: VBD23-018

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

Item V. E.

Signature: _____

Date Approved: _____ Resolution Number: _____

EXECUTIVE BOARD RESOLUTION

HOLDERS FOR BUS STOP INFORMATION RESOLUTION VEB23-018

BY THE EXECUTIVE BOARD OF VALLEY REGIONAL TRANSIT APPROVING A CONTRACT WITH IDAHO CORRECTIONAL INDUSTRIES TO BUILD BUS STOP INFORMATION HOLDERS:

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

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

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

WHEREAS, Valley Regional Transit seeks to improve the rider experience at bus stops; and

WHEREAS, Valley Regional Transit strives to provide information at bus stops that is helpful and easy to understand and assists riders in navigating the transit system. An essential component of providing information at bus stops is having durable, weatherproof schedule holders that can house bus schedules and other information for riders; and

WHEREAS, Valley Regional Transit staff completed a competitive procurement process through Request for Quotes on November 2, 2023 as required in the VRT Procurement Policies adopted by the Valley Regional Transit Board of Directors and in compliance with all local and FTA requirements; and

WHEREAS, Valley Regional Transit included the budget for this expenditure in the fiscal year budget FY2024 – Resolution VBD23-018 for bus stop information holders as approved by the VRT Board on 12/04/2023; and

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

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

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

Section 1. That the Executive Board authorizes a contract with Idaho Correctional Industries not to exceed \$78,000 for bus stop information holders.

Section 2. That the Executive Board delegates authority to the CEO to finalize and execute the contract.

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

ADOPTED by the Executive Board of Valley Regional Transit, this 4th day of December 2023.

APPROVED by the Executive Board Chair this 4th day of December 2023.

ATTEST:

APPROVED:

EXECUTIVE ASSISTANT

CHAIR OF EXECUTIVE BOARD



TOPIC	Title VI Update 2024-2026
DATE	December 4, 2023
STAFF MEMBER	Duane Wakan

Staff Presentation Purpose

This is an information item only. Valley Regional Transit (VRT) staff seeks to confirm direction on proposed updates to the 2024–2026 Title VI program. The proposed updates will add definitions and thresholds to help VRT evaluate impacts to minority and low-income populations.

VRT staff is proposing to include the following definitions:

- service boundary
- adverse effect
- minority populations
- low-income
- disparate impacts
- disproportionate burdens

VRT staff is proposing to include the following thresholds:

- 10 percentage points difference for disparate impacts
- 10 percentage points difference for disproportionate burdens

Summary

Title VI Program: Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance. The Title VI program is a requirement of the Civil Rights Act of 1964 and requires transit agencies to submit a Title VI Program every three years to the FTA. These programs report on how the agency applied the Title VI requirements over the last several years and identifies how they will apply them over the next three years. These updates provide the agencies an opportunity to review compliance and make any changes if necessary.

Title VI programs are an important part of establishing a culture of equity and are concerned not only with specific policies and actions but also includes how individuals are treated, ensuring that no person is discriminated against on the basis of race, color or national origin. VRT's current Title VI program covers the years 2021 through 2023 and VRT staff is preparing the 2024-2026 update.

Title VI Required Elements: All transit providers whether direct recipients, primary recipients or subrecipients that receive financial assistance from FTA must be compliant with USDOT Title VI regulations. Some requirements are scaled based on the size of the fixed-route transit provider. All providers are categorized as either Tier I or Tier II. Figure 1 shows the requirements of Tier I and Tier II agencies. VRT is a Tier II service provider.

Figure 1: Title VI Requirements by Agency Size

Requirements	Tier I 50+ buses at peak service and in UZA of 200,000 population	Tier II under 50 buses at peak service
Set System-Wide Standards & Policies	Required	Required
Collect & Report Data: Demographic & Service Profile Maps/Charts	Required	Not Required
Evaluate Service & Fare Equity	Required	Not Required
Monitor Transit Services	Required	Not Required

The core of the Title VI equity planning is in the demographic reports and service and fare equity evaluations. These planning activities evaluate how various actions or investments impact low income and minority populations. To conduct these activities agencies must define several key terms and set associated thresholds.

Definitions

Service Boundary: All Title VI analyses require a base population to determine the agencies equity benchmarks and performance measures. VRT provides fixed-route service in the urbanized areas of Ada County and Canyon County with specialized services extending essentially across all of Ada and Canyon counties.

Adverse Effect: Transit agencies must define what constitutes an adverse effect. Adverse effects are measured by the change in service between existing and proposed service levels. Adverse effects are typically defined as a reduction in service.

Minority Population: is determined by subtracting the white, non-Hispanic population from the total population.

Disparate Impact: a policy, practice, or action that disproportionately affects members of a group identified by race, color, or national origin.

Low Income: Low-income status is set by US federal poverty thresholds. Agencies are free to set local poverty rates as appropriate. Tier I agencies are encouraged to define low-income at or below 150% of the poverty line.

Disproportionate Burden: a policy, practice or action that disproportionately affects low-income populations more than non-low-income populations.

A finding of disparate impacts or disproportionate burdens require the recipient to evaluate alternatives and mitigate burdens where practicable.

Thresholds

Service Boundary VRT has evaluated 3/4 mile buffers, 2020 US Census Urban Areas, and the two-county boundaries that could be used in a Title VI analysis. VRT staff proposes to define the service boundary as all of Ada and Canyon County. This will establish minority and low-income benchmarks.

Figures 2 illustrate the impact the boundaries would have on minority and low-income thresholds.

Figure 2: Geographic Attributes: Minority + Low-Income Populations

Potential Title VI Analysis Areas	Square Miles	Minority Populations	Low-Income Populations
ADA/Paratransit 3QM Buffer	101.5	22.5%	13%
2020 Census Urban Areas	207.2	15.9%	10.5%
Ada + Canyon County	1,6643.3	15.3%	9.8%

Disparate Impact: Transit agencies set disparate impact thresholds to define when adverse effects become disparate to minority populations. These thresholds are based on the distribution of populations within the agencies service area.

VRT proposes using a disparate impact threshold of 10 percentage point difference, a commonly used benchmark for Tier I and Tier II transit agencies. This means a change would have a disparate impact when there are more than 10 percentage points difference between the percent of adverse effects of a change born by the minority population and the percent of minorities in the population at large. See figure 5 for an example.

Disproportionate Burden: Similar to disparate impacts, transit agencies set disproportionate burden thresholds to determine when adverse impacts become disproportionate to low-income residents. These thresholds are based on the distribution of low-income populations in the service area.

Same as with disparate impact, VRT staff proposes using a disproportionate burden threshold of 10 percentage point difference. See figure 5 for an example.

Figure 2: Illustration of Disparate Impact and Disproportionate Burden

	Minority	Low-income
Adverse Impact Born by	26%	22%
Population at large	15%	10%
Percentage Point Difference	11%	12%

Title VI Analysis Example

Although VRT does not have formal thresholds or definitions in its 2021-2023 Title VI program, staff did apply the definitions and measures like those described above during the FY2024 service change planning process. That process informed VRT staff on how the changes could be modified to minimize any adverse effects. In fact, due to the work of VRT's funding partners to expand service as part of the FY2024 service change, we were able to show that the improvements were concentrated on low income and minority populations.

Environmental Justice (EJ) Policy Guidelines

In addition to Title VI, the FTA requires transit agencies apply environmental justice as ordered by Executive Order 12898 when planning services. These requirements are similar to Title VI and are sometimes addressed within Title VI plans. In addition, through the current Federal Justice40 initiative, projects that benefit historically disadvantaged locations are more prioritized for funding. Based on the current Justice40 guidance, 64.3% of Canyon County residents and 6.7% of Ada County residents live in census tracts prioritized for federal funding. VRT staff will look for opportunities to add EJ policies to the Title VI Program.

Title VI Timeline:

The overall network redesign process consisted of:

- **August 2023** Title VI Review and Staff Assignments
- **November 2023** Regional Advisory Committee Presentation/Discussion
- **December 2023** Executive Board Presentation/Discussion
- **January 2024** Presentation of final Title VI Program to VRT Board
- **January 2024** Regional Advisory Committee Presentation/Discussion

For detailed information contact:

Duane Wakan, Mobility Integration Director, dwakan@ridevrt.org, 208-258-2750

Valley Regional Transit FY2024 Procurement Calendar

Type of Procurement	Project Manager	Estimated Cost	Estimated Issue Date	Estimated Executive Board/Board Action Date	Required Approval
Mobile Column Lifts	Leslie Pedrosa	250,000	Oct-23	Dec-23	Board of Directors
Vehicle Maintenance Fluids	Leslie Pedrosa	TBD	Oct-23	Jan-24	
Vehicle Maintenance Parts	Leslie Pedrosa	TBD	Oct-23	Jan-24	
Happy Day HVAC Equipment	Joe Guenther	75,000	Oct-23	Jan-24	Executive Board
Re-key Facilities	Jonathan Mutchler	49,999	Oct-23		CEO
Main Street Station Exit Gate Replacement	Joe Guenther	199,000	Oct-23	Dec-23	Executive Board
Transit Contract Consultant	Leslie Pedrosa	40,000	Oct-23	Dec-23	CEO
Internet Service Provider	James Mundell	120,000	Oct-23	Jan-24	Executive Board
State Street and 18 th Project	Joe Guenther	1,450,000	Dec-23	Jan-24	Board of Directors
Ada and Canyon County Operating Contract	Leslie Pedrosa	TBD	Jan-24	Apr-24	Board of Directors
Orchard Facility East Lot Project	Joe Guenther	2,700,000	Jan-24	Apr-24	Board of Directors
IT Assessment and Strategic Plan	Brad Alvaro	65,000	TBD	TBD	Executive Board
On-Call Technical Support Services	James Mundell	TBD			
On-Call Plumbing Services	Jonathan Mutchler	49,000	TBD	TBD	
Bus Washing Services	Corrie Washington	TBD			
Towing Services	Leslie Pedrosa	TBD			

Executive Board Approval Levels: \$50,000 - \$199,999

VRT Board of Directors Approval Levels: \$200,000 and over

Updated 11-2-2023



TOPIC	CEO Activity Report
DATE	December 4, 2023
STAFF MEMBER	Elaine Clegg

CEO Update

Information only, no action needed.

Highlights

The month started with a major electrical failure at our Orchard Street charging facility. Thanks to quick work by our team, Joe Guenther and Leslie Pedrosa particularly – thank you Joe and Leslie, everything was back and running in a week. Our electrical consultant and service contractor covered all the work under warranty.

As a result of the incident, we got a firmware update on our charging equipment, it was inspected, a few small issues repaired and parts that needed replacement were found on two chargers, and they are now under repair. If you see Rachelle Klein, from Republic Services, please give her a big thank you, they allowed us to charge buses throughout the incident so we had no down time in service. It was incredibly helpful.

We are using the incident to upgrade our training and maintenance for the charging equipment and people who use it. We are also preparing a reciprocal agreement with Republic Services and one other industrial user for sharing charging equipment in the face of a failure such as this.

I finished my travel in early November, the Mpact conference had a lot of good information for working collaboratively with your land use partners, I hope to bring some of that to many of you soon. I learned a lot and made many contacts at all the recent conferences that will help VRT achieve our goals.

VRT is part of a grant awarded to the Pacific Northwest Economic Region (PNWER) as part of an accelerator proposal to explore using TIFIA and other financing tools to move Transit Oriented Development Projects forward. BSU students also are completing a capstone project that will inform our work on that project. You will get a board presentation on the BSU findings in January.

I will be attending a conference with PNWER hosted and paid for by the Build America Bureau after Thanksgiving to learn how to use the accelerator grant most effectively. This is an exciting opportunity to bring federal financing to the table that can also grow our local match and allow us to use more federal grant funding. As the project moves forward and we have information to share we will have a board presentation. I will also be contacting some of you individually as we identify potential project sites.

We are moving forward on a process to inform and educate legislators and citizens about the importance of transit in our growing region. Designed to ensure that everyone from decision makers to people trying to move around the valley will understand the role that transit can play and the importance of building choices in how we travel around the valley, it will also tell the story of how difficult it is today to fund our system. Watch for some of the information near the end of the year.

Committee/Boards/Meetings of note:

- **APTA High Speed and Intercity Passenger Rail Committee** – I've been invited to participate on a thought leader committee at APTA and was able to join two committee meetings. This committee will be useful to VRT as we pursue use of the rail corridor in our region.
- **Treasure Valley Clean Cities Coalition** – This Board is focusing on electric charging infrastructure and issues over the next year.
- **The Bus Coalition** – The Bus Coalition released a 10-year report [“A Decade of Impact for Bus Transit”](#) that reviews the work completed. It was great to meet many of the members in person recently.
- **City of Boise** – I have been meeting with the planning director at the city to coordinate our response to the new zoning code as it is implemented. Please let me know if your city, county, or agency has efforts you would like VRT to engage in.

Events/Outreach:

- **Insights Luncheon w/Amazon** – Representatives from Amazon hosted a luncheon to better understand how Amazon can be better community partner.
- **ULI Emerging Trends in Real Estate** – I attended this event and the moderator brought up how transit could play a role in responding to growth in the region, I was able to follow up with a question about the same. The audience was very interested.

Media: VRT continues to get good reviews from the media, here are a couple of spots where we showed up this month as follow up on the redesign.

- [Valley Regional Transit bus network redesign](#) (boisedev.com)
- [What VRT changes mean for bus riders](#) (citycast.fm)

Summary of Internal Activities

The development team is working to build the plan for implementing the bus system redesign. This includes a review of all our existing **bus stops** and identifying the new ones needed. I went with the Development and Operations teams on a tour of the new bus stops in Ada County – we'll do the same in Canyon County next month. We are confirming where the stops should be, and what amenities are likely needed as well as confirming conditions on the ground with what we are seeing on GIS. The existing budget for bus stop improvements is enough to cover the new signage for all stops. We are working to understand the scope of needed improvements beyond signage. Our next step will be to review with you, our partners, and look for opportunities to collaborate on projects. From this work we intend to identify a suite of projects and local match partnerships and needs for more comprehensive improvements that we can program into the next budget.

The second set of needs on infrastructure for the redesign includes identifying on road bottlenecks and other challenges that slow down on-time performance, such as left turn queues, and pull outs with difficult re-entry points and develop plans for mitigating those bottlenecks. We will also be bringing a review of those needs.

The Executive Management Team is helping me to identify, prioritize, schedule and outline the goals and scopes of our major activities. We expect this to bring confidence in planning, operating, financing, capital projects, technology optimization and communications actions, their sequencing and outcome.

For detailed information contact: Elaine Clegg, CEO, 208.258.2712, eclegg@rideVRT.org

TOPIC	Finance and Administration Activity Report
DATE	December 4, 2023
STAFF MEMBER	Jason Jedry, Chief Financial Officer

Summary

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

Highlights

Budget/Finance

- Finance staff are finalizing the soft close of the 4th quarter of FY2023.
- Finance staff are actively preparing for the independent annual audit.
- The Eide Bailly governance planning letter was sent to board members last month as an information item.
- Finance staff are preparing to submit the Authorities FY2023 National Transit Database information to the FTA .
- Finance staff are working with local jurisdictions to finalize and execute FY2024 Cooperative Agreements.
- A large percentage of the finance team's time is directed to working on the implementation of the Oracle Fusion enterprise resource planning (ERP) system. We are currently in the iterative acceptance testing phase and expect the implementation to be complete sometime next summer.

Grant Management

- Grants and Compliance Administrator is working on the following:
 - FTA grant applications
 - Active grant revisions/amendments
 - FY2024 Project funding
 - Federal grant reconciling

Procurement

- Procurement and Contracts Specialist is working on:
 - Internet Service Provider
 - Schedule Holders
 - On-Call Plumbing Services
 - On-Call Technical Support Services

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



TOPIC	Operations Department Staff Report
DATE	December 4, 2023
STAFF MEMBER	Leslie Pedrosa

Summary

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

Regional Operations

Ada County Battery Electric Buses

On October 16, the electric bus charging station went out of service due to a main breaker failing. During the system failure, VRT staff was able to work with Republic Services to charge buses at their facility. VRT staff also met with J&M Sanitation in Kuna to test their chargers for compatibility.

Proterra staff arrived onsite October 25 to inspect the system and perform maintenance on all chargers. Eight chargers were back in service on October 27. Two chargers were placed out of service during the inspection. VRT is waiting on parts to repair these chargers and place in service.

The original six battery electric bus chargers continue to only work as single dispenser units. A software update was expected to be deployed to restore the original chargers back to dual dispensing. Due to the Proterra bankruptcy, this task has been put on hold. VRT will be working with Proterra to determine a path forward on the software update to ensure VRT will have 18 operating chargers during the bankruptcy process.

Currently, all four 40' and six of the eight 35' Proterra buses are in service. VRT staff placed the sixth 35' bus into revenue service in November. Two buses remain out of service.

Canyon County Expansion Bus

The CNG bus that VRT staff saw at the Gillig bus manufacturing plant in October was delivered on October 20. VRT staff is preparing the bus for revenue service. This bus will be the first to roll into service with VRT's new paint branding. Target date for revenue service is December.

Beyond Access Service

VRT staff met with all current service providers to discuss upcoming changes with the Beyond Access service. Several drivers have already applied with VRT to transition over to the new service. VRT has already hired administrative staff for the service, including Road Supervisor Calvin Young and Scheduler Georgenia Bettencourt. VRT staff will be training new drivers, preparing vehicles, and implementing software throughout November and December to ensure a smooth transition for Beyond Access service launch on January 2.

Game Day Shuttle

VRT continues to operate the Game Day Shuttle for Boise State home games. Ridership dipped at the last game, which is attributed to the late start, 8:00 pm, as shown in Table 1 below. This ridership is not included in any performance reporting, including National Transit Database (NTD) reporting.

Table 1.

9-Sep		16-Sep		7-Oct	
Stop	Boardings	Stop	Boardings	Stop	Boardings
6th and Broad	41	Broad and 5th	108	6th and Broad	124
Boise State	554	Boise State	437	Boise State	566
W Main and Capitol	58	Idaho and 6th	102	Idaho and 6th	118
W River St & S Pioneer St SEC	254	W Front St & S 9th St	178	River and Pioneer	221
Idaho and 6th	70	W Main and Capitol	119	W Front St & S 9th St NEC	104
W Front St & S 9th St NEC	143	W Main St & N 8th St	228	W Main and Capitol	77
W Main St & N 8th St SWC	204	W Main St & S 11th St	93	W Main St & N 8th St SWC	250
W Main St & S 11th St SWC	53	W River St & S Pioneer St SEC	200	W Main St & S 11th St SWC	40
Grand Total	1377	Grand Total	1465	Grand Total	1500
28-Oct		11-Nov			
Stop	Boardings	Stop	Boardings		
W Main St & S 11th St SWC	67	Idaho and 6th	67		
Idaho and 6th	84	W Main and Capitol	70		
W Main and Capitol	120	W Main St & S 11th St SWC	73		
5th and Broad	132	5th and Broad	93		
W Front St & S 9th St NEC	151	W Front St & S 9th St NEC	123		
River and Pioneer	298	W Main St & N 8th St SWC	244		
W Main St & N 8th St SWC	327	River and Pioneer	288		
Boise State	566	Boise State	455		
Grand Total	1745	Grand Total	1413		

Capital Projects

VRT staff got behind on getting replacements ordered, following the lack of vehicles available following the pandemic. VRT staff has been able to get replacements cutaway buses, service trucks and supports cars ordered for vehicles that have exceeded their useful life.

Eight cutaways were ordered for ACCESS service in Ada and Canyon County and one cutaway was ordered for Specialized Transportation. Six of these nine vehicles have been delivered as of November 15. VRT staff is working on getting buses ready for revenue service. The remaining three buses are expected to be delivered and in revenue service by the end of December.

VRT staff also secured three support cars and a service truck for Ada County and a service truck for regional operations in November. These vehicles are being prepared for service as well.

Training Opportunities

VRT was selected to host four training courses for the U.S. Department of Transportation's Transportation Safety Institute (TSI) in fiscal year 2024. VRT will be co-hosting the event with Idaho Department of Transportation Public Transportation Office. TSI offers a variety of training courses for bus and rail transportation. The training courses are offered to individuals are included in certificate programs for safety and security professionals.

VRT will host the following courses

- | | |
|--|------------------------|
| • Substance Abuse and Program Compliance | April 2-4, 2024 |
| • Reasonable Suspicion and Post Accident Testing | April 5, 2024 |
| • Transit System Security | June 24-29, 2024 |
| • Fundamentals of Bus Collision Investigation | July 29-August 2, 2024 |

Highlights:

Contracted Transportation

Canyon County Highlights

- Zero preventable accidents in October
- Intercounty on-time performance 71% for October
- On-demand on-time performance 98% for October
- ACCESS on-time performance 93% for October

Ada County Highlights

- Zero preventable accidents in October
- Fixed-route on-time performance 82% for October
- ACCESS on-time performance 97% for October

Compliance

- Staff continues to validate data for fiscal year 2023 to prepare for NTD reporting
- Staff continues to work on updates to VRT policies and procedures as needed

Customer Service Support

- Customer service handled 2,693 of 2,783 phone calls for information, with 90 calls abandoned. The average call time was 3 minutes and the average hold time was 23 seconds in October.
- Reservationist handled 1,224 of 1,285 phone calls to change or schedule a ride on ACCESS, with 50 calls abandoned. The average call time was 4 minutes, 12 seconds and the average hold time was 17 seconds in October.
- On-demand services and Eagle Senior Transportation answered 1,298 of 1,415 phone calls to schedule a ride, with 117 calls abandoned. The average call time was 2 minutes, 25 seconds and the average hold time was 22 seconds in October.
- October City Go Pay mobile ticket sales totaled \$11,228.

More Information

For detailed information: Leslie Pedrosa, Chief Operating Officer, 208.258.2713, lpedrosa@rideVRT.org

TOPIC	Development Department Monthly Report
DATE	December 4, 2023
STAFF MEMBER	Stephen Hunt

Summary

Development Department activities for November 2023 report.

VRT Strategic Plan

Goal 1 - Demonstrate responsible stewardship of public resources

Performance Based Decision-making

- **Transportation Development Plan (TDP)**
Staff has continued making progress on the FY 2024-2028 TDP. The final TDP will incorporate the FY2024 services changes and final budget. Staff is re-evaluating the timing of the TDP development.

Goal 2 – Increase Ridership and Revenue

- **FY2024 Service Changes** – Staff began internal coordination to deliver the FY2024 service change including finalizing brochures and maps redesign, conducting procurement for signs blades and stop information holders, and is working with communications on implementation outreach for summer 2024.
- **Bus Stop Improvements** –A bus stop inventory will begin this fall to develop a database of tracking bus stops and amenities, which will guide stop improvement prioritization. An estimated 90 new bus stops are required for the service change and documentation has been submitted to obtain National Environmental Policy Act (NEPA) clearances, and to Ada County Highway District (ACHD) following the approval of the network.
- **The Intercity Connections Study** – Fehr & Peers is collecting data from each transportation provider. Staff met with BSU about Elder Park N Ride as an alternate location from the airport. The first stakeholders meeting was held November 15.
- **Towne Square Mall Transit Center** – Hawley Troxel is reviewing the updated Dillard's contract.
- **Boise State University Public Policy Masters Student Capstone Project** – VRT staff has partnered with Boise State University Masters students for a capstone project that looks at Joint Development as a potential way to raise additional operating revenues and what VRT would need to do as an organization to take advantage of joint development.

Goal 3 - Build institutional and regional capacity

Regional Capital Enhancements

- **Orchard Facility Master Plan Implementation**

- Orchard facility improvements continue. Paving around the south end of the maintenance facility was completed.
- Staff responded to an electrical equipment failure at Orchard and has been able to bring all charging and electrical equipment back online.
- **Happy Day Transit Center Upgrades (HDTC)**
 - HVAC replacement contractor is designing replacement system and is working through complications due to the unavailability of HVAC systems. Design engineer and architect are under contract for roof and awning replacement. Architect began the office redesign plans for 2024 construction and staff had the opportunity to provide comments on the future office layout.
- **Main Street Station**
 - Construction of an additional room in the MSS customer service area is complete. Staff is working on updating key cards and access to ensure security.
 - Consultants continue to refine designs for on-route charging at MSS with 90% designs and a “guaranteed maximum price” due in December.

Regional Corridor Planning/Corridor Capital Investments

- **State Street Corridor Projects**
 - FTA’s NEPA review continues with SHPO providing concurrence in and NEPA completion expected in December.
 - VRT staff continues to work with ACHD on State and 18th Street intersection. Construction bid packets are expected to go out in December.
 - VRT staff and the technical team have finalized revisions to the State Street Traffic and Operation Plan (TTOP) and will present to the Executive Board.
- **Bus Stop Improvements**
 - Brasco shelter for the transit island at 27th and Fairview has been delivered and VRT staff is now coordinating its installation.
 - Transpo, one of our on/call consultants, has prepared a concept to address the Pioneer/River crossing to improve vehicle conflicts around the bus stop there. The improvements would add amenities per CCDC funding request.

Mobility Integration

- Staff continues to expand the employer pass programs, increasing pass revenues.
- Staff selected a vendor to continue a VRT/Ride-hailing first/last mile transportation solution with an expanded zone.
- Staff is updating the Title VI program for the 2024-2026 timeline. Updates will include improved demographic mapping and tables and refined plans for public engagement.
- Staff is researching the potential of VRT bus pass resale locations at all Kroger retailers due to a national partnership with Umo.
- Staff is researching how to integrate the Umo app with Lime scooters and bikes due to a year pilot contract with the City of Boise
- **Safe Routes to School**
 - Staff will engage in more Bike Rodeos and school presentations with the start of the new school year.

More Information:

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Lisa Brady, Safe Routes to School Program Manager, 208-761-8507, lbrady@rideVRT.org

TOPIC	Communications Update
DATE	December 4, 2023
STAFF MEMBER	Jason Rose

Summary

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

Highlights

Communications and Marketing

- Staff is working on a multi-faceted marketing and communications strategy for 2024-2026 to elevate the visibility of the VRT brand, complement service changes and bus stop updates, and align with upcoming agency strategic work
- We continue to build website and social media content, and are working with our marketing partners on creating additional website tools for new content types; we will begin a website update project this winter to reorganize and enhance the site
- We will be utilizing an updated brand guide and are in the process of creating new branded templates and updating all materials; we will also be introducing new signage at Main Street Station to increase visibility
- VRT has radio and TV broadcast ad partnerships; on the radio side, we submit content to three outlets for airtime on two-week cycles and align content with the Communications Strategy

Advertising

- We recently completed an advertising rate card and media kit analysis, which has allowed us to update our rate card with competitive costs and include incoming advertising opportunities, including the onboard infotainment screens; these changes are effective FY2024, with rates that increase incrementally in coming years
- As of November 16, staff has sold \$311,412.38 since the start of the fiscal year. We also have an additional \$347,549 in pending sales and have been hitting an 80% close rate in this category. Staff is aiming to finish the fiscal year at \$980,000.
- We will be also be updating our advertising policy in January 2024

Engagement

- After a successful engagement campaign around the 2024 service changes, staff has begun planning outreach activities in the lead-up to Change Day (the name of the service change implementation day), as well as activities afterward
- The team continues to explore event participation opportunities and develop promotional and service plans around community activities

More Information

Attachments: None

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



TOPIC	Information Technology Activity Report
DATE	December 4, 2023
STAFF MEMBER	Brad Alvaro

Summary

This memo provides an update on the accomplishments of the Information Technology Department and the status of IT related projects and services.

Highlights

Projects

- Enterprise Resource Planning (ERP) replacement - Oracle ERP
- New Canyon County Bus Installs
- Radio purchases for Beyond Access
- Infotainment Phase II Quotes and Planning
- Decommissioned bus 2112, 331, 281
- Intermountain Communications Radio Contract Awarded
 - Planning for system turnover

Support Services

- Monthly Ridership Reports
- Resolved 117 of 122 tickets received for October
- Set up MFA (Multi-Factor Authentication) for Admin accounts
- Moving forward with internet upgrade at Boise Green Bike
- Setup Insyte Audit Software and ran through initial audit and cleaned up notable issues
- ERP Data Conversion
- Static GTFS Google Validation
- UTA Quarterly Meeting
- Remix Scheduling Training
- Engaged with Swiftly and Business
- RT GTFS meetings with ETA
- APC Analytic Report changes and adjustments
- Assisted with BSU gameday shuttle page setup

For detailed information contact: Brad Alvaro, Information Technology Director, 208-258-2726, balvaro@rideVRT.org