

Executive Board Meeting Agenda

June 02, 2025

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 via MSTEams at

https://ridevrt.org/VRTEB_JUN24

or by dialing in at **323-484-8960** Conference ID: **388 791 883#**

I. Calling of the Roll

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 May 5, 2025, Executive Board Meeting Pages 4-5 | Paula Cromie

The Executive Board is asked to consider approval of the minutes from the May 5, 2025 meeting.

B. FY2026 Budget Public Hearing Date Jason Jedry

Staff recommends the Executive Board set the public hearing date for the FY2026 budget for August 4, 2025, at the regularly scheduled Board meeting.

C. ACTION: Asset Disposal Public Hearing Request Pages 6-8 | Leslie Pedrosa

Staff requests the Executive Board consider setting a public hearing to be held at the VRT Board Meeting at 12:00 pm on August 4, 2025, to notify the public of assets slated for disposal and provide an opportunity for public comment.

D. ACTION: Payment Register 4-16-25 through 5-15-25 Pages 9-15 | Nick Leonardson

The Executive Board is asked to approve the payment register covering the period 4-16-25 through 5-15-25.

IV. Executive Board - Action Items

A. ACTION: FY2026 Preliminary Budget Pages 16-23 | Jason Jedry

After review, staff recommends the Executive Board move to recommend approval by the Board of Directors, with changes, if any, and release the budget for public review.

B. ACTION: Transit Management Services Contract with MV Transportation

Pages 24-30 | Leslie Pedrosa

The Executive Board is asked to consider approval of RESOLUTION VEB25-007 and delegate authority to the CEO to negotiate and finalize a contract with MV Transportation to provide Transit Management Services in Ada and Canyon counties.

C. Federal Legislative Update

Page 31-32 | Elaine Clegg

Discussions have begun regarding policy positions for reauthorization of the federal transportation bill in 2026; the CEO requests the Executive Board provide direction to continue working on these policies with federal partners.

D. ACTION: Proposed Agenda for the August 4, 2025 Board of Directors Meeting

Page 33 | Elaine Clegg

The Executive Board is asked to consider approval of the proposed agenda for the August 4, 2025 Board of Directors meeting, acknowledging staff may need to add or remove items.

V. Executive Board - Information Items

A. INFORMATION: FY2025 Procurement Calendar

Page 34 | Jason Jedry

The most recent procurement calendar is included in the packet for your information.

VI. 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)

Following the Executive Session, the Executive Board may take action on the item discussed.

VII. Department/Staff Reports

A. INFORMATION: Department/Staff Reports

Pages 35-48 | Staff

The most current department/staff reports were included in the packet for information. Board members are encouraged to read them as they contain very important information.

VIII. Adjournment

Agenda order is subject to change.

Next VRT Executive Board Meeting:

August 4, 2025

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 Agenda

May 05, 2025

11:00 AM

MEMBERS ATTENDING	MEMBERS ABSENT	OTHERS PRESENT
Lantz Brown, Boise State	Tom Dayley, Ada County	Elaine Clegg, VRT
Debbie Kling, City of Nampa	Lauren McLean, City of Boise	Paula Cromie, VRT
Todd Lavoie, City of Meridian	Jordan Morales, City of Boise	Brad Alvaro, VRT
Alexis Pickering, ACHD		Jeannette Ezell, VRT
Greg Rast, Canyon County		Joe Guenther, VRT
Dale Reynolds, City of Nampa		Jose Hernandez, VRT
Joe Stear, City of Kuna		Stephen Hunt, VRT
Jarom Wagoner, Caldwell		Jason Jedry, VRT
		Lila Klopfenstein, COMPASS
		Hailee Lenhart-Wees, VRT
		Nick Leonardson, VRT
		Rob Lowe, VRT
		Adam McCoy
		James Mundell, VRT
		Leslie Pedrosa, VRT
		Randy Reese, VRT
		Jason Rose, VRT
		Nicole Stern
		Kyle Street, VRT
		Alyssa Taysom, VRT
		Duane Wakan, VRT

I. **Calling of the Roll** Chair-Elect Alexis Pickering called the meeting to order with a quorum present by phone and in-person at 11:02.

II. **Agenda Additions/Changes** - None

III. **Consent Agenda**

The consent agenda consisted of the following:

A. **ACTION: Payment Register 3-16-25 through 4-15-25**

B. **ACTION: Thompson Consulting Group Contract Modification**

RESOLUTION VEB25-006 Thompson Consulting Group Contract Modification and the corresponding Authorization for Expenditure.

Dale Reynolds moved to approve the consent agenda as presented; Joe Stear seconded. The motion passed unanimously.

IV. Executive Board - Action Items - None**V. Executive Board - Information Items****A. INFORMATION: Main Street Station Closure**

Elaine Clegg brought the Executive Board up to date on the 2022 Low-No grant for Main Street Station upgrades and bus replacements. After early assurances that the grants underway would not be impacted a series of federal reviews by the new administration threatened the scheduled construction date of June 9. Staff received confirmation late Friday afternoon, May 2, that the grant was approved, and we were able to execute the agreement and obligate the funding. May 2 was the deadline to cancel contracts on the project without financial penalty. Clegg shared that VRT is grateful that we can go forward instead. Clegg expressed thanks to VRT's many partners who offered support and help including Senator Crapo, Senator Risch, Representative Simpson, CTAA, our regional FTA Administrator, the FTA Director and the U.S. Department of Transportation. Because of the bi-partisan collaboration shown nationally, an additional 32 other public transportation entities across the country were able to obligate previously awarded funding to move their projects forward as well.

B. INFORMATION: FY2025 Procurement Calendar

The most recent procurement calendar was included in the packet for your information.

VI. Executive Session - None**VII. Department/Staff Reports****A. INFORMATION: Department/Staff Reports**

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

VIII. Adjournment – The meeting was adjourned at 11:09 a.m.**Next VRT Executive Board Meeting:**

June 2, 2025

VRT Boardroom

700 NE 2nd Street

Meridian, ID 83642



TOPIC	Asset Disposal Public Hearing Request
DATE	June 2, 2025
STAFF MEMBER	Leslie Pedrosa

Staff Recommendation/Request

This is an action item. Staff requests the Executive Board set the public hearing for asset disposals as listed in the Fiscal Year 2026 Proposed Disposal List, in the method most advantageous to VRT for Monday, August 4, 2025, at 12:00 p.m. at the regularly scheduled VRT Board of Directors meeting.

Summary

VRT accumulates surplus and obsolete assets, most of which will be beyond their useful life or not practically repairable every year. The VRT disposal policy requires a public hearing prior to these assets being transferred to our contributing jurisdictions, donated, sold, or selling for scrap. The Fiscal Year 2026 Proposed Disposal List included with this memo details assets expected to be disposed of throughout the year by category, asset type, age, and years beyond useful life benchmark (ULB). Table 1 below lists the ULB for all assets.

Table 1.

Asset Category	Useful Life Benchmark
Transit Bus	14 Years
Cutaway Bus	10 Years
Service Trucks	14 Years
Van/Minivan	8 Years
Automobiles	8 Years

Many vehicles scheduled for disposal in previous fiscal years continue to be used in revenue service due to the inability to order and/or receive replacement vehicles. The vehicles scheduled for disposal in previous fiscal years are included in the list for fiscal year 2026.

The Fiscal Year 2026 Proposed Disposal List is extensive at this time. Budgets for fiscal year 2026 are not completed at the time of this memo. Once budgets are finalized, the final disposal list for 2026 will only include assets that were approved for disposal in previous years

that have been kept in service and assets that have been approved for replacement in the capital budget for fiscal year 2026.

Highlights

Potential items for disposal include:

- Buses beyond their ULB. These vehicles are not suitable for other VRT services.
- Service and support vehicles beyond their ULB that are not suitable for other VRT services.
- Computers, monitors, network servers and peripherals no longer of use or capable of reasonably costing upgrades.
- Worn or broken furniture.

Implication

Generally donations or transfers generate goodwill from the public and the receiving institution. Sale or scrapping an item generate a modest income. VRT will continue to follow the VRT Fixed Asset Policy when disposing of assets.

More Information

Attachments

Fiscal Year 2026 Proposed Disposal List

For detailed information, contact:

Leslie Pedrosa
Chief Operating Officer
lpedrosa@ridevrt.org
(208) 258-2713





Fiscal Year 2026 Proposed Disposal List

ROLLING STOCK

Vehicle Information	VIN	Year	Miles	Age	Years Beyond ULB
New Flyer 35' Low Floor	5FYC2GP061U023542	2002	781,182	24	10
New Flyer 35' Low Floor	5FYC2GP081U023543	2002	802,881	24	10
New Flyer 35' Low Floor	5FYC2GP031U023546	2002	802,980	24	10
Ford E450 Elkhart Cutaway	1FD4E4FS0DDA59829	2013	261,864	13	3
Ford E450 Elkhart Cutaway	1FD4E4FS7DDA59830	2013	248,740	13	3
Ford E450 Elkhart Cutaway	1FD4E4FS9DDA59831	2013	251,145	13	3
Ford E450 Goshen Coach	1FD4E4FS2BDA63281	2011	330,348	15	5
Ford F550 Glaval Entourage	1FDGF5GY7DEA93884	2013	376,625	13	3
Ford F550 Glaval Entourage	1FDGF5GY0DEA93886	2013	387,940	13	3
Ford F550 Glaval Entourage	1FDGF5GY2DEA93887	2013	402,819	13	3
Ford F550 Glaval Entourage	1FDGF5GY4DEA93888	2013	415,515	13	3
Ford F550 Glaval Entourage	1FDGF5GY3DEA93889	2013	400,338	13	3
Ford F550 Glaval Entourage	1FDGF5GY2DEA93890	2013	412,803	13	3
Gillig 40' Low Floor	15GGD2711B1180365	2011	507,125	15	1
Gillig 40' Low Floor	15GGD2715B1180367	2011	538,960	15	1
Gillig 40' Low Floor	15GGD2717B1180368	2011	513,143	15	1
Gillig 40' Low Floor	15GGD2715B1180370	2011	466,722	15	1
Dodge Caravan	2C4RDGBG7CR369673	2012	73,074	14	6
Ford Transit Van	1FBVU4XM4HKA17656	2017	153,670	9	1
Ford Transit Van	1FBVU4XM2HKA15551	2017	141,530	9	1

SERVICE/SUPPORT VEHICLES

Vehicle Information	VIN	Year	Miles	Age	Useful Life Benchmark
Ford F350	1FTRF3865CEC50074	2012	57,406	14	0
Ford E350 Van	1FBNE3BL3DDA49521	2013	151,301	13	5
Ford E350 Van	1FBSS3BL4DDA27250	2013	206,238	13	5
Dodge Caravan	2C4RDGBG7DR761313	2013	158,875	13	5

EQUIPMENT

Equipment Information	Purchased	Useful Life
Desktop Computers	Prior to 2020	4 years
Laptop Computers	Prior to 2020	4 years
Computer Monitors	Prior to 2018	6 years
Servers	Prior to 2018	Not specified
Printers	Prior to 2019	Not specified
Networking Devices	Prior to 2017	Not specified
Computer Accessories	Varies	Not specified



TOPIC	Payment Register
DATE	June 2, 2025
STAFF MEMBER	Nick Leonardson

Staff Recommendation/Request

The Executive Board will have the opportunity to review and consider approving the April 16, 2025 to May 15, 2025 payment register.

Summary

Attached to this memo is a list detailing the bills that were presented, indicating the payee, the nature of services or materials provided, the claimed amount, and the amount paid.

It is important to note that all payments were processed by Valley Regional Transit's (VRT's) accounts payable department and each payment underwent thorough review and approval by VRT's Senior Accountant or CFO. Furthermore, before payments are released to vendors, all lists of payments undergo further review and audit by an additional staff accounting specialist as an additional control.

Idaho Code 40-2107(3) mandates that the payment register lists must bear the signature of the Executive Board Chair and be attested by the Secretary once they are accepted by the Executive Board.

More Information

Attachments:

April 16, 2025 to May 15, 2025 payment register

For detailed information, contact:

Nick Leonardson
Senior Accountant
nleonardson@ridevrt.org
(208) 258-2704

Payment Register 4/16/2025 - 5/15/2025

<u>Payment Number</u>	<u>Payment Date</u>	<u>Vendor Name</u>	<u>Invoice Amount</u>	<u>Purchasing Category</u>
51808	2025-04-25	A-1 Auto Electric	921.00	Auto_Parts
100347	2025-04-24	Access Idaho-26682	63.28	Employee_Screening
51852	2025-04-25	AdaRide.Com, LLC	7,706.00	Services
51811	2025-04-25	Alexander Clark Printing	823.00	Marketing
51811	2025-04-25	Alexander Clark Printing	484.00	Marketing
51898	2025-04-25	All-Pro Commercial Cleaning, LLC	4,763.75	Services
51898	2025-04-25	All-Pro Commercial Cleaning, LLC	1,905.50	Services
51898	2025-04-25	All-Pro Commercial Cleaning, LLC	77.25	Services
51887	2025-04-25	Alternative Hose	365.25	Department_Supplies
51883	2025-04-25	AMAZON.COM SERVICES, INC.	29.99	Department_Supplies
51883	2025-04-25	AMAZON.COM SERVICES, INC.	71.96	Department_Supplies
51883	2025-04-25	AMAZON.COM SERVICES, INC.	165.00	Department_Supplies
51883	2025-04-25	AMAZON.COM SERVICES, INC.	33.56	Department_Supplies
51883	2025-04-25	AMAZON.COM SERVICES, INC.	18.99	Department_Supplies
51883	2025-04-25	AMAZON.COM SERVICES, INC.	-49.95	Department_Supplies
51883	2025-04-25	AMAZON.COM SERVICES, INC.	7.99	Department_Supplies
51883	2025-04-25	AMAZON.COM SERVICES, INC.	37.38	Department_Supplies
51830	2025-04-25	Anthony, Elizabeth	135.80	Mileage reimbursement
51814	2025-04-25	Ashbrook, Lewis	62.50	Reimbursement
51850	2025-04-25	A-Z Bus Sales, Inc	140.31	Parts
51850	2025-04-25	A-Z Bus Sales, Inc	46.08	Parts
51850	2025-04-25	A-Z Bus Sales, Inc	90.11	Vehicle_Maintenance
51850	2025-04-25	A-Z Bus Sales, Inc	97.38	Vehicle_Maintenance
51850	2025-04-25	A-Z Bus Sales, Inc	498.84	Vehicle_Maintenance
100372	2025-04-25	Boise City Utility Billing	408.22	Utilities
100355	2025-04-24	Boise Cylinder Head Service, Inc.	3,293.98	Parts
51806	2025-04-17	Boise Municipal Health Care Trust	72,613.83	Healthcare premiums
51833	2025-04-25	Boise Municipal Health Care Trust	73,542.63	Healthcare premiums
51872	2025-04-25	Bolen's Control House Inc.	412.36	Parts
51909	2025-04-29	Brian D Waters	7,229.00	Department_Supplies
100384	2025-04-25	Bulen, Phillip	139.52	Reimbursement
100345	2025-04-24	Cable One Inc	161.64	Utilities
51827	2025-04-25	Caleb Rhynard	1,950.00	Marketing
51863	2025-04-25	Career Uniforms Partners	362.80	Uniforms_and_Accessories
51863	2025-04-25	Career Uniforms Partners	512.40	Uniforms_and_Accessories
51863	2025-04-25	Career Uniforms Partners	162.20	Uniforms_and_Accessories
51863	2025-04-25	Career Uniforms Partners	221.90	Uniforms_and_Accessories
51863	2025-04-25	Career Uniforms Partners	248.75	Uniforms_and_Accessories
51863	2025-04-25	Career Uniforms Partners	352.45	Uniforms_and_Accessories
51863	2025-04-25	Career Uniforms Partners	175.65	Uniforms_and_Accessories
51863	2025-04-25	Career Uniforms Partners	167.70	Uniforms_and_Accessories
51863	2025-04-25	Career Uniforms Partners	143.40	Uniforms_and_Accessories
51863	2025-04-25	Career Uniforms Partners	96.00	Uniforms_and_Accessories
51863	2025-04-25	Career Uniforms Partners	133.75	Uniforms_and_Accessories
51863	2025-04-25	Career Uniforms Partners	107.00	Uniforms_and_Accessories
51874	2025-04-25	Catapult3, Inc.	170.00	Marketing
51874	2025-04-25	Catapult3, Inc.	261.25	Marketing
51861	2025-04-25	Center for Transportation & Environment	6,000.00	Engineering_Consultants
51832	2025-04-25	CenturyLink	35.02	Utilities
51832	2025-04-25	CenturyLink	186.73	Utilities
51807	2025-04-25	Charles Hill	29.68	Reimbursement
51896	2025-04-25	Christensen, Inc	4,957.08	Fuel
51896	2025-04-25	Christensen, Inc	7,980.36	Fuel
100343	2025-04-24	City of Caldwell Water Department	89.63	Utilities
100371	2025-04-25	City of Caldwell Water Department	128.87	Utilities
100338	2025-04-24	City of Garden City	74.10	Utilities
51904	2025-04-25	Clean Energy	15,496.79	CNG
100378	2025-04-25	CNA Surety Direct Bill	39.00	Miscellaneous_Expenses
51907	2025-04-25	Commercial Tire, Inc	1,193.81	Auto_Parts

51907 2025-04-25	Commercial Tire, Inc	173.60 Vehicle_Maintenance
51907 2025-04-25	Commercial Tire, Inc	1,113.75 Auto_Parts
51907 2025-04-25	Commercial Tire, Inc	171.00 Vehicle_Maintenance
51907 2025-04-25	Commercial Tire, Inc	463.05 Auto_Parts
51907 2025-04-25	Commercial Tire, Inc	843.40 Vehicle_Maintenance
51907 2025-04-25	Commercial Tire, Inc	173.60 Auto_Parts
51907 2025-04-25	Commercial Tire, Inc	478.02 Vehicle_Maintenance
51907 2025-04-25	Commercial Tire, Inc	972.93 Auto_Parts
51907 2025-04-25	Commercial Tire, Inc	38.55 Vehicle_Maintenance
51907 2025-04-25	Commercial Tire, Inc	200.00 Auto_Parts
51907 2025-04-25	Commercial Tire, Inc	373.14 Vehicle_Maintenance
51907 2025-04-25	Commercial Tire, Inc	8.25 Auto_Parts
51907 2025-04-25	Commercial Tire, Inc	743.48 Vehicle_Maintenance
51907 2025-04-25	Commercial Tire, Inc	710.32 Auto_Parts
51907 2025-04-25	Commercial Tire, Inc	475.14 Vehicle_Maintenance
51907 2025-04-25	Commercial Tire, Inc	161.00 Auto_Parts
51907 2025-04-25	Commercial Tire, Inc	1,404.00 Parts
51907 2025-04-25	Commercial Tire, Inc	16.00 Auto_Parts
51907 2025-04-25	Commercial Tire, Inc	32.00 Vehicle_Maintenance
51907 2025-04-25	Commercial Tire, Inc	1,634.28 Auto_Parts
51907 2025-04-25	Commercial Tire, Inc	1,035.70 Vehicle_Maintenance
100394 2025-05-06	Community Transportation Association	3,025.00 Miscellaneous_Expenses
51829 2025-04-25	Cox, Daniel	121.89 Reimbursement
51841 2025-04-25	Cybersource Corporation	310.00 Miscellaneous_Expenses
100339 2025-04-24	D & B Supply Co., Inc.	69.99 Department_Supplies
51857 2025-04-25	Delerrok, Inc.	1,520.50 Subscriptions
51868 2025-04-25	Dennis Dillon Auto Park	825.41 Vehicle_Maintenance
51868 2025-04-25	Dennis Dillon Auto Park	3,764.73 Vehicle_Maintenance
51879 2025-04-25	DMC Sales	921.57 Parts
51815 2025-04-25	DS Services of America, Inc.	34.69 Services
51878 2025-04-25	Dwayne S Lee, LLC	522.50 Services
51812 2025-04-25	Dyna Parts LLC	82.56 Parts
51812 2025-04-25	Dyna Parts LLC	39.60 Vehicle_Maintenance
51813 2025-04-25	Dyna Parts LLC	61.96 Parts
51813 2025-04-25	Dyna Parts LLC	14.00 Parts
51813 2025-04-25	Dyna Parts LLC	153.44 Parts
51813 2025-04-25	Dyna Parts LLC	13.22 Parts
51813 2025-04-25	Dyna Parts LLC	12.57 Special_parts
51813 2025-04-25	Dyna Parts LLC	-30.62 credit - return
51853 2025-04-25	Ecolube Recovery, LLC.	26.25 Department_Supplies
51853 2025-04-25	Ecolube Recovery, LLC.	90.00 Department_Supplies
51853 2025-04-25	Ecolube Recovery, LLC.	13.00 Department_Supplies
51856 2025-04-25	Eide Bailly LLP	4,500.00 Consulting_Services
51854 2025-04-25	Elliott Auto Supply Co., Inc	6.17 Parts
51854 2025-04-25	Elliott Auto Supply Co., Inc	259.40 Parts
51854 2025-04-25	Elliott Auto Supply Co., Inc	159.94 Parts
51854 2025-04-25	Elliott Auto Supply Co., Inc	58.16 Parts
51854 2025-04-25	Elliott Auto Supply Co., Inc	6.17 Parts
51854 2025-04-25	Elliott Auto Supply Co., Inc	200.70 Vehicle_Maintenance
51838 2025-04-25	ETA Phi Systems, Inc.	7,671.70 Subscriptions
51845 2025-04-25	First Transit	29,602.00 Services
51902 2025-04-25	Full Service Glass LLC	444.95 Vehicle_Maintenance
51819 2025-04-25	Gates, Martin	95.39 Reimbursement
51864 2025-04-25	Gem State Paper & Supply	786.57 Department_Supplies
51847 2025-04-25	Gillig, LLC	176.78 Auto_Parts
51847 2025-04-25	Gillig, LLC	212.64 Auto_Parts
51847 2025-04-25	Gillig, LLC	1,219.58 Parts
51847 2025-04-25	Gillig, LLC	1,864.62 Parts
51847 2025-04-25	Gillig, LLC	111.72 Parts
51847 2025-04-25	Gillig, LLC	493.17 Parts
51847 2025-04-25	Gillig, LLC	2,851.21 Parts
51847 2025-04-25	Gillig, LLC	45.52 Parts
51847 2025-04-25	Gillig, LLC	16.56 Parts
51847 2025-04-25	Gillig, LLC	294.50 Parts

51847 2025-04-25	Gillig, LLC	59.01 Parts
51847 2025-04-25	Gillig, LLC	332.20 Parts
51847 2025-04-25	Gillig, LLC	189.28 Parts
51847 2025-04-25	Gillig, LLC	54.08 Parts
51847 2025-04-25	Gillig, LLC	2,377.96 Parts
51847 2025-04-25	Gillig, LLC	641.28 Parts
51847 2025-04-25	Gillig, LLC	56.84 Parts
51847 2025-04-25	Gillig, LLC	2,272.21 Parts
51847 2025-04-25	Gillig, LLC	2.73 Parts
51847 2025-04-25	Gillig, LLC	5.40 Parts
51847 2025-04-25	Gillig, LLC	57.36 Parts
51847 2025-04-25	Gillig, LLC	372.34 Special_parts
51847 2025-04-25	Gillig, LLC	2,063.45 Special_parts
51851 2025-04-25	Grainger Inc	178.40 Department_Supplies
51851 2025-04-25	Grainger Inc	105.80 Department_Supplies
51851 2025-04-25	Grainger Inc	27.60 Department_Supplies
51851 2025-04-25	Grainger Inc	102.33 Department_Supplies
51851 2025-04-25	Grainger Inc	49.87 Department_Supplies
51851 2025-04-25	Grainger Inc	14.52 Department_Supplies
51851 2025-04-25	Grainger Inc	175.56 Department_Supplies
51851 2025-04-25	Grainger Inc	5.40 Department_Supplies
51809 2025-04-25	Harbor Freight Tools	5.25 Miscellaneous_Expenses
51860 2025-04-25	HDR Engineering, Inc	14,655.07 Consulting_Services
51840 2025-04-25	HI-Line	124.54 Department_Supplies
51840 2025-04-25	HI-Line	329.75 Department_Supplies
51840 2025-04-25	HI-Line	571.24 Department_Supplies
51881 2025-04-25	Hot Shots, Inc.	1,166.30 Other_Expenses
100337 2025-04-16	ICRMP	140,167.50 Insurance premium
51825 2025-04-25	Idaho Love Light Solar, LLC	2,300.00 Services
51836 2025-04-25	Idaho Power	614.79 Utilities
51836 2025-04-25	Idaho Power	2,360.59 Utilities
51888 2025-04-25	Idaho Records Management, LLC	55.00 Services
100385 2025-04-25	Idaho Springs, LLC	34.47 Water
51910 2025-04-30	Impact Pest	189.00 Services
51876 2025-04-25	Intermountain Communications of	1,300.50 IT_Hardware
51876 2025-04-25	Intermountain Communications of	885.00 IT_Hardware
51876 2025-04-25	Intermountain Communications of	474.30 IT_Hardware
51876 2025-04-25	Intermountain Communications of	135.00 IT_Hardware
51865 2025-04-25	Intermountain Gas	284.74 Utilities
51865 2025-04-25	Intermountain Gas	253.98 Utilities
51865 2025-04-25	Intermountain Gas	294.64 Utilities
51865 2025-04-25	Intermountain Gas	1,644.49 Utilities
51897 2025-04-25	INTERMOUNTAIN HOME SERVICES, LLC	502.00 Services
51810 2025-04-25	Interstate Fire Sales and Service, LLC	264.15 Services
51903 2025-04-25	Jacobs Engineering Group, Inc.	32,813.83 Engineering_Consultants
51913 2025-05-15	Jacobs Engineering Group, Inc.	790,383.85 Engineering_Consultants
51913 2025-05-15	Jacobs Engineering Group, Inc.	92,239.30 Engineering_Consultants
51846 2025-04-25	Jeremy Ricky	21,430.84 Rides_to_Wellness
51846 2025-04-25	Jeremy Ricky	5,550.28 Rides_to_Wellness
51859 2025-04-25	John Lance Giles	10,000.00 Consulting_Services
51866 2025-04-25	Kenworth Sales	326.16 Parts
51866 2025-04-25	Kenworth Sales	3,279.36 Parts
51866 2025-04-25	Kenworth Sales	6,754.39 Parts
51866 2025-04-25	Kenworth Sales	3,027.02 Parts
51866 2025-04-25	Kenworth Sales	434.21 Parts
51866 2025-04-25	Kenworth Sales	1,238.41 Parts
51866 2025-04-25	Kenworth Sales	6,533.75 Parts
51866 2025-04-25	Kenworth Sales	-1,328.13 credit - return
51866 2025-04-25	Kenworth Sales	2,396.57 Parts
51866 2025-04-25	Kenworth Sales	601.54 Parts
51866 2025-04-25	Kenworth Sales	204.45 Parts
51866 2025-04-25	Kenworth Sales	636.54 Parts
51866 2025-04-25	Kenworth Sales	786.24 Parts
51866 2025-04-25	Kenworth Sales	167.99 Special_parts

51866 2025-04-25	Kenworth Sales	3,179.15 Parts
51866 2025-04-25	Kenworth Sales	844.68 Parts
51866 2025-04-25	Kenworth Sales	-546.88 credit - return
51870 2025-04-25	Kuna Senior Citizen Inc	3,898.62 Senior_Services
51891 2025-04-25	LAMAR AIRPORT ADVERTISING CO.	1,600.00 Marketing
51828 2025-04-25	Lenz's Hydroseeding LLC	2,990.00 Labor_Services
51901 2025-04-25	Lithia Motors Payment Processing	8,113.93 Parts
51901 2025-04-25	Lithia Motors Payment Processing	239.90 Parts
51901 2025-04-25	Lithia Motors Payment Processing	140.26 Parts
51901 2025-04-25	Lithia Motors Payment Processing	195.36 Parts
51901 2025-04-25	Lithia Motors Payment Processing	39.68 Parts
51901 2025-04-25	Lithia Motors Payment Processing	198.30 Parts
51901 2025-04-25	Lithia Motors Payment Processing	300.58 Parts
51901 2025-04-25	Lithia Motors Payment Processing	40.16 Parts
51901 2025-04-25	Lithia Motors Payment Processing	36.17 Parts
51901 2025-04-25	Lithia Motors Payment Processing	70.00 Parts
51901 2025-04-25	Lithia Motors Payment Processing	130.32 Parts
51901 2025-04-25	Lithia Motors Payment Processing	52.35 Parts
51901 2025-04-25	Lithia Motors Payment Processing	226.34 Special_parts
51901 2025-04-25	Lithia Motors Payment Processing	3,499.95 Vehicle_Maintenance
51901 2025-04-25	Lithia Motors Payment Processing	-35.00 credit - return
51901 2025-04-25	Lithia Motors Payment Processing	-8,113.93 credit - return
51839 2025-04-25	Loomis Armored US, LLC	640.32 Courier services
51835 2025-04-25	Lowes Home Improvement	108.14 Department_Supplies
51835 2025-04-25	Lowes Home Improvement	55.99 Department_Supplies
51835 2025-04-25	Lowes Home Improvement	-128.47 Vehicle_Maintenance
51844 2025-04-25	Lyft, Inc	1,416.26 Transportation_Services
100358 2025-04-24	McEwen, Harriett	62.20 Reimbursement
51873 2025-04-25	Melba Valley Senior Center	8,933.76 Senior_Services
51871 2025-04-25	Meridian Senior Center	8,436.16 Senior_Services
51869 2025-04-25	Metro Community Services	20,897.76 Services
100368 2025-04-25	Mills, Wayne	242.90 volunteer driver reimubursement
100359 2025-04-24	Morales, Salvador	169.69 Reimbursement
51900 2025-04-25	Motion & Flow Control Products	521.49 Parts
51905 2025-04-25	New Flyer Parts	228.36 Parts
51905 2025-04-25	New Flyer Parts	66.36 Parts
51905 2025-04-25	New Flyer Parts	115.20 Parts
51905 2025-04-25	New Flyer Parts	288.28 Parts
51867 2025-04-25	Norco Inc	13.33 Department_Supplies
51867 2025-04-25	Norco Inc	173.02 Parts
51889 2025-04-25	ODP Business Solutions, LLC	53.17 Department_Supplies
51889 2025-04-25	ODP Business Solutions, LLC	20.38 Department_Supplies
51889 2025-04-25	ODP Business Solutions, LLC	89.81 Department_Supplies
51855 2025-04-25	O'Reilly Auto Parts	27.96 Oil_&_Lubes
51855 2025-04-25	O'Reilly Auto Parts	23.20 Parts
51855 2025-04-25	O'Reilly Auto Parts	25.36 Parts
51855 2025-04-25	O'Reilly Auto Parts	11.02 Parts
51855 2025-04-25	O'Reilly Auto Parts	193.69 Parts
51855 2025-04-25	O'Reilly Auto Parts	110.94 Parts
51855 2025-04-25	O'Reilly Auto Parts	163.30 Parts
51855 2025-04-25	O'Reilly Auto Parts	27.48 Parts
51855 2025-04-25	O'Reilly Auto Parts	22.83 Parts
51855 2025-04-25	O'Reilly Auto Parts	107.88 Parts
51855 2025-04-25	O'Reilly Auto Parts	370.09 Parts
51855 2025-04-25	O'Reilly Auto Parts	44.97 Parts
51855 2025-04-25	O'Reilly Auto Parts	88.31 Parts
51855 2025-04-25	O'Reilly Auto Parts	251.00 Parts
51855 2025-04-25	O'Reilly Auto Parts	125.20 Parts
51855 2025-04-25	O'Reilly Auto Parts	139.58 Special_parts
51899 2025-04-25	Pacific Office Automation	1,163.18 Leases_&_Rentals
51899 2025-04-25	Pacific Office Automation	589.18 Leases_&_Rentals
51899 2025-04-25	Pacific Office Automation	589.18 Leases_&_Rentals
51831 2025-04-25	Parma Senior Center	2,873.25 Senior_Services
100349 2025-04-24	Peak Industrial, Inc.	403.89 Parts

100377	2025-04-25	Peak Industrial, Inc.	54.76	Parts
51893	2025-04-25	Pegasus ME Buyer, Inc; DBA Mythics. LLC	867.14	IT_Software
51824	2025-04-25	Personnel Plus, Inc.	941.22	Transportation_Services
51824	2025-04-25	Personnel Plus, Inc.	8,817.45	Transportation_Services
51824	2025-04-25	Personnel Plus, Inc.	907.20	Transportation_Services
51894	2025-04-25	Phoenix Cars, LLC	913.02	Parts
100353	2025-04-24	PNG Media LLC	193.41	Services
100381	2025-04-25	PNG Media LLC	271.66	Services
100341	2025-04-24	Primary Health Medical Group, LLC	85.00	Employee_Screening
100369	2025-04-25	Primary Health Medical Group, LLC	255.00	Services
51848	2025-04-25	Quench USA, Inc	304.45	Services
51848	2025-04-25	Quench USA, Inc	179.00	Services
51848	2025-04-25	Quench USA, Inc	59.85	Department_Supplies
51912	2025-05-07	Record Steel and Construction Inc	53,780.00	Construction
51826	2025-04-25	REMEDY RESTORATION LLC	750.00	Vehicle_Maintenance
51822	2025-04-25	Rocky Mountain Portable Toilets, LLC	276.38	Services
51818	2025-04-25	Rodgers, Trina	174.60	Reimbursement
51842	2025-04-25	Romaine Electric Corporation	1,636.84	Parts
51842	2025-04-25	Romaine Electric Corporation	1,495.38	Parts
100354	2025-04-24	SAMG Occupational Med - Emerald	150.00	Employee_Screening
100382	2025-04-25	SAMG Occupational Med - Emerald	150.00	Services
51884	2025-04-25	SBLBF, LLC	2,422.50	Services
51816	2025-04-25	SIJ Holdings	227.93	Services
51834	2025-04-25	Smith Power Products, Inc	2,632.22	Parts
51834	2025-04-25	Smith Power Products, Inc	2,943.69	Parts
51834	2025-04-25	Smith Power Products, Inc	337.89	Parts
100351	2025-04-24	Smith System Driver Improvement Institu	3,803.95	Trainings_&_Meetings
51817	2025-04-25	Smith, Shayne	40.22	Reimbursement
51890	2025-04-25	Sportworks Global LLC	199.47	Parts
51895	2025-04-25	Sprague Pest Solutions	166.58	Services
51880	2025-04-25	Stoltz Marketing Group, Inc	1,772.80	Marketing
51880	2025-04-25	Stoltz Marketing Group, Inc	1,715.00	Marketing
51882	2025-04-25	Syringa Networks, LLC	564.33	Internet_Service
51882	2025-04-25	Syringa Networks, LLC	4,820.00	Internet_Service
51862	2025-04-25	The Car Park, LLC	75.00	Transportation_Services
51862	2025-04-25	The Car Park, LLC	75.00	Transportation_Services
51862	2025-04-25	The Car Park, LLC	75.00	Transportation_Services
51862	2025-04-25	The Car Park, LLC	1,050.00	Transportation_Services
51805	2025-04-16	The Hartwell Corporation	177,499.50	Insurance premium
51805	2025-04-16	The Hartwell Corporation	129,865.50	Insurance premium
51805	2025-04-16	The Hartwell Corporation	126,990.00	Insurance premium
51823	2025-04-25	The Wrap Shop	1,400.00	Graphic_Wrap_for_Bus
51858	2025-04-25	Trackit LLC	15,450.00	IT_Operations_&_Maintenance
51875	2025-04-25	Treasure Valley Coffee	52.39	Department_Supplies
51875	2025-04-25	Treasure Valley Coffee	104.78	Department_Supplies
51875	2025-04-25	Treasure Valley Coffee	136.30	Department_Supplies
51875	2025-04-25	Treasure Valley Coffee	182.20	Department_Supplies
100376	2025-04-25	TruckPro Holding Corporation	67.19	Special_parts
100348	2025-04-24	TruckPro Holding Corporation	86.09	Special_parts
51837	2025-04-25	UniFirst	68.27	Department_Supplies
51837	2025-04-25	UniFirst	65.77	Department_Supplies
51837	2025-04-25	UniFirst	75.52	Department_Supplies
51906	2025-04-25	UniFirst	141.74	Uniform_Laundry_Services_and_Accessories
51906	2025-04-25	UniFirst	141.74	Uniform_Laundry_Services_and_Accessories
51906	2025-04-25	UniFirst	141.74	Uniform_Laundry_Services_and_Accessories
100370	2025-04-25	Urban Land Institute	125.00	Services
51820	2025-04-25	Uria Auto Body, LLC	2,913.17	Vehicle_Maintenance
51908	2025-04-25	US Bank Plaza Condominium Assoc., Inc.	9,563.00	Leases_&_Rentals
100363	2025-04-24	Verizon Wireless	2,965.82	Services
100392	2025-04-25	Verizon Wireless	40.01	Services
100362	2025-04-24	Verizon Wireless	51.55	Services
100388	2025-04-25	Verizon Wireless	52.26	Services
100361	2025-04-24	Verizon Wireless	1,654.31	Services
100393	2025-04-25	Verizon Wireless	200.10	Services

51849 2025-04-25	Vitruvian Planning	1,240.00 Consulting_Services
100346 2025-04-24	WASHWORX, LLC	5,981.70 Services
51877 2025-04-25	Western Mountain Bus Sales	453.46 Special_parts
51885 2025-04-25	Wex Bank	9,166.85 Fuel
100380 2025-04-25	Wienhoff Drug Testing	470.00 Services
51892 2025-04-25	William (Travis) Fremont	528.80 Rides_to_Wellness
51892 2025-04-25	William (Travis) Fremont	14,059.07 Rides_to_Wellness
51843 2025-04-25	William Beard	344.00 Bus_Washing
51843 2025-04-25	William Beard	552.00 Bus_Washing
51843 2025-04-25	William Beard	214.00 Bus_Washing
51886 2025-04-25	YBNOW LLC	6,596.61 Rides_to_Wellness
51886 2025-04-25	YBNOW LLC	182.72 Rides_to_Wellness
51821 2025-04-25	Zenobe Americas EV Assetco LLC	11,666.68 Leases_&_Rentals
51821 2025-04-25	Zenobe Americas EV Assetco LLC	23,333.36 Leases_&_Rentals
		2,153,558.59

This check register has undergone scrutiny and verification guaranteeing its integrity and accuracy. Each entry has been diligently reviewed ensuring financial transactions are true and accurate.

Nicholas Leonardson

VRT Senior Accountant or Chief Financial Officer

ACCEPTED:

CHAIR OF EXECUTIVE BOARD

ATTEST:

SECRETARY/TREASURER



TOPIC	FY2026 Preliminary Budget
DATE	June 2, 2026
STAFF MEMBER	Jason Jedry

Staff Recommendation/Request

After review, staff recommends the Executive Board move to recommend approval by the Board of Directors, with changes, if any, and release the budget for public review. The budget includes cost drivers that are largely out of VRT's control as listed below. VRT has worked to minimize the overall impact on budget by proposing a very modest wage increase and reducing expenses where it doesn't negatively impact current services or future resilience. Highlights are listed below. Board members will also receive a more detailed review of those highlights at the meeting.

Highlights

Typical Budget Process Outline:

- The VRT Board must adopt an annual budget prior to the beginning of each fiscal year.
- Staff works on service and program planning at the beginning of the fiscal year, Q1, using the Transportation Development Plan (TDP) as a basis.
- Staff uses a cost allocation methodology approved by the Board to calculate preliminary budget requests for each local partner's proportionate share of local costs as the starting point for capital and service needs
- Development of capital and service budgets begins in Q2 of each fiscal year, led by department chiefs and directors.
- Staff works with jurisdiction staff and elected officials in local governments and other funding partners to develop budget requests based on the cost allocation methodology and desired levels of service.
- Staff makes presentations and has work sessions and meetings with local partners to present preliminary budget needs and answer questions.
- Service change proposals, if any, are vetted with the public and local partners.
- Staff compiles all department budget projections and reviews for significant changes from the previous year and explores cost savings.
- Staff presents final budget requests and service plans to local partners for consideration during the budget process.
- The Executive Board receives an information item on the preliminary budget, sets a public hearing date for the budget, and makes a recommendation to the Board.
- The Board holds a public hearing, typically at the August Board meeting, and considers the proposed budget.

FY2026 Preliminary Budget:

The expense budget is largely complete. Overall, the budget reflects a 25% decrease driven by a 4.8% increase in the operating budget and a 70% reduction in the capital budget, key items of note include:

Budget items VRT has little control over

- 5% reduction of local revenue for Beyond Access (regional transportation for older adults and persons with disabilities) due to a continued funding cut from the Idaho Area Agency on Aging, VRT cut expenses proportionally in response
- Budget for 12% increase in general liability insurance driven by national cost increases
- Higher than usual overall increase in operations budgets in both Ada and Canyon Counties due to inflation, especially on parts, supplies, and health care premium increases which are part of negotiated contracts
- Budget for increase in Meridian Condo Association expenses
- Budget for an estimated 3% health insurance cost increase

Budgeted increase for employees

- Budget for a 2.5% wage pool increase

There are several items noted during budget preparation.

- Canyon County operations minimized health care cost increase by finding a new vendor
- Ada County operations lowered Proterra bus parts costs with third party vendors
- Compressed Natural Gas prices have seen a decline
- VRT continues to find value in engaging in government affairs through various national organizations and local consulting.

Attachments:

FY2025/FY2026 Budget Year-over-Year Comparison by Division

FY2026 Budget Summary by Budget Area

For detailed information, contact:

Jason Jedry
Chief Financial Officer
jjedry@ridevrt.org
208-258-2709



Valley Regional Transit
FY2026 Budget Year-over-Year Comparison by Division

Base Budget Revenues				Regional Administration			Communications		
				11			12		
Category	2025	2026	% Diff	2025	2026	% Diff	2025	2026	% Diff
401 Directly Generated Funds	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
402 Purchased Transportation	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
403 Auxillary Revenue	\$ -	\$ -	0%	\$ (473,278)	\$ (770,100)	63%			
404 Non-Transportation Revenue	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
405 Federal Assistance - Capital	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
406 Federal Assistance - Operating/Administration	\$ -	\$ -	0%	\$ (517,915)	\$ (1,199,506)	132%			
407 Local Assistance - Capital	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
408 Local Assistance - Operating/Administration	\$ (1,457,214)	\$ (1,557,844)	7%	\$ (520,332)	\$ (300,876)	-42%			
Total Base Budget Revenues	\$ (1,457,214)	\$ (1,557,844)		\$ (1,511,526)	\$ (2,270,482)				
Draw from Surplus Fund Balance									
Total Revenues, All Resources				\$ (1,557,844)			\$ (2,270,482)		
Base Budget Expenses				Regional Administration			Communications		
				11			12		
Category	2025	2026	% Diff	2025	2026	% Diff	2025	2026	% Diff
501 Wages and Salaries	\$ 546,323	\$ 599,600	10%	\$ 417,132	\$ 379,064	-9%			
502 Fringe Benefits	\$ 402,689	\$ 410,135	2%	\$ 294,652	\$ 252,068	-14%			
503 Professional Services	\$ 246,891	\$ 256,473	4%	\$ 649,042	\$ 1,351,150	108%			
504 Materials and Supplies	\$ 22,950	\$ 27,950	22%	\$ 101,500	\$ 151,200	49%			
505 Utilities	\$ 20,510	\$ 4,800	-77%	\$ 1,200	\$ 5,000	317%			
506 Casualty and Liability	\$ 56,925	\$ 92,511	63%	\$ -	\$ -	0%			
508 Purchased Transportation	\$ -	\$ -	0%	\$ -	\$ -	0%			
509 Miscellaneous	\$ 123,725	\$ 127,975	3%	\$ 48,000	\$ 132,000	175%			
511 Interest	\$ 842	\$ -	-100%	\$ -	\$ -	0%			
512 Leases and Rentals	\$ 36,357	\$ 38,400	6%	\$ -	\$ -	0%			
514 Capital	\$ -	\$ -	0%	\$ -	\$ -	0%			
Total Base Budget Expenses	\$ 1,457,214	\$ 1,557,844	7%	\$ 1,511,526	\$ 2,270,482	50%			
% Difference in Base Budget				7%			50%		

Valley Regional Transit
FY2026 Budget Year-over-Year Comparison by
Division

Base Budget Revenues			Program Administration Support		Information technology	
			13		14	
Category	2025	2026	% Diff	2025	2026	% Diff
401 Directly Generated Funds	\$ -	\$ -	0%	\$ -	\$ -	0%
402 Purchased Transportation	\$ -	\$ -	0%	\$ -	\$ -	0%
403 Auxillary Revenue	\$ -	\$ -	0%	\$ -	\$ (40,800)	0%
404 Non-Transportation Revenue	\$ -	\$ -	0%	\$ -	\$ -	0%
405 Federal Assistance - Capital	\$ (17,217,065)	\$ (5,740,616)	-67%	\$ -	\$ -	0%
406 Federal Assistance - Operating/Administration	\$ (1,437,795)	\$ (1,764,193)	23%	\$ (513,455)	\$ (531,073)	3%
407 Local Assistance - Capital	\$ (3,815,175)	\$ (914,290)	-76%	\$ -	\$ -	0%
408 Local Assistance - Operating/Administration	\$ (359,449)	\$ (290,299)	-19%	\$ (631,886)	\$ (664,487)	5%
Total Base Budget Revenues	\$ (22,829,484)	\$ (8,709,398)		\$ (1,145,341)	\$ (1,236,360)	
Draw from Surplus Fund Balance						
Total Revenues, All Resources			\$ (8,709,398)		\$ (1,236,360)	
Base Budget Expenses			Program Administration Support		Information technology	
			13		14	
Category	2025	2026	% Diff	2025	2026	% Diff
501 Wages and Salaries	\$ 740,576	\$ 789,304	7%	\$ 290,579	\$ 295,267	2%
502 Fringe Benefits	\$ 505,850	\$ 480,288	-5%	\$ 176,955	\$ 187,818	6%
503 Professional Services	\$ 531,018	\$ 153,000	-71%	\$ 53,700	\$ 63,500	18%
504 Materials and Supplies	\$ -	\$ 3,900	0%	\$ 29,000	\$ 29,000	0%
505 Utilities	\$ 800	\$ -	-100%	\$ 48,400	\$ 60,400	25%
506 Casualty and Liability	\$ -	\$ -	0%	\$ -	\$ -	0%
508 Purchased Transportation	\$ 1,168,042	\$ 1,328,306	14%	\$ -	\$ -	0%
509 Miscellaneous	\$ 19,000	\$ 19,000	0%	\$ 541,404	\$ 575,776	6%
511 Interest	\$ -	\$ -	0%	\$ 73	\$ -	-100%
512 Leases and Rentals	\$ -	\$ -	0%	\$ 5,229	\$ 24,600	370%
514 Capital	\$ 19,864,198	\$ 5,935,600	-70%	\$ -	\$ -	0%
Total Base Budget Expenses	\$ 22,829,484	\$ 8,709,398	-62%	\$ 1,145,341	\$ 1,236,360	8%
	\$ 2,965,286	\$ 2,773,798				
% Difference in Base Budget	-6%			8%		

Valley Regional Transit
FY2026 Budget Year-over-Year Comparison by
Division

Base Budget Revenues	Boise Fixed Route			ADA Paratransit (Demand Response)		
	21			22		
Category	2025	2026	% Diff	2025	2026	% Diff
401 Directly Generated Funds	\$ (706,399)	\$ (657,549)	-7%	\$ (40,406)	\$ (41,619)	3%
402 Purchased Transportation	\$ -	\$ -	0%	\$ -	\$ -	0%
403 Auxillary Revenue	\$ (211,969)	\$ -	-100%	\$ -	\$ -	0%
404 Non-Transportation Revenue	\$ -	\$ -	0%	\$ -	\$ -	0%
405 Federal Assistance - Capital	\$ -	\$ -	0%	\$ -	\$ -	0%
406 Federal Assistance - Operating/Administration	\$ (3,491,078)	\$ (3,951,688)	13%	\$ (1,195,026)	\$ (1,184,745)	-1%
407 Local Assistance - Capital	\$ -	\$ -	0%	\$ -	\$ -	0%
408 Local Assistance - Operating/Administration	\$ (6,729,843)	\$ (7,074,003)	5%	\$ (1,612,777)	\$ (1,797,820)	11%
Total Base Budget Revenues	\$ (11,139,288)	\$ (11,683,240)		\$ (2,848,209)	\$ (3,024,184)	
Draw from Surplus Fund Balance						
Total Revenues, All Resources	\$ (11,683,240)			\$ (3,024,184)		
Base Budget Expenses	Boise Fixed Route			ADA Paratransit (Demand Response)		
	21			22		
Category	2025	2026	% Diff	2025	2026	% Diff
501 Wages and Salaries	\$ 4,968,500	\$ 5,042,500	1%	\$ 1,234,000	\$ 1,262,800	2%
502 Fringe Benefits	\$ 3,300,630	\$ 3,752,267	14%	\$ 981,070	\$ 1,145,729	17%
503 Professional Services	\$ 538,761	\$ 748,550	39%	\$ 139,669	\$ 153,550	10%
504 Materials and Supplies	\$ 1,039,900	\$ 1,006,400	-3%	\$ 243,200	\$ 230,000	-5%
505 Utilities	\$ 147,400	\$ 144,100	-2%	\$ 32,080	\$ 28,300	-12%
506 Casualty and Liability	\$ 475,160	\$ 440,427	-7%	\$ 203,640	\$ 188,755	-7%
508 Purchased Transportation	\$ -	\$ -	0%	\$ -	\$ -	0%
509 Miscellaneous	\$ 204,050	\$ 51,700	-75%	\$ 8,550	\$ 9,050	6%
511 Interest	\$ 136,498	\$ 137,000	0%	\$ -	\$ -	0%
512 Leases and Rentals	\$ 328,389	\$ 360,296	10%	\$ 6,000	\$ 6,000	0%
514 Capital	\$ -	\$ -	0%	\$ -	\$ -	0%
Total Base Budget Expenses	\$ 11,139,288	\$ 11,683,240	5%	\$ 2,848,209	\$ 3,024,184	6%
	\$ 13,987,497	\$ 14,707,424				
% Difference in Base Budget	5%			6%		

Valley Regional Transit
FY2026 Budget Year-over-Year Comparison by
Division

Base Budget Revenues	Canyon Fixed Route			Canyon ADA (Demand Response)			Canyon Intercounty		
	31			32			33		
Category	2025	2026	% Diff	2025	2026	% Diff	2025	2026	% Diff
401 Directly Generated Funds	\$ -	\$ -	0%	\$ (116,030)	\$ (68,122)	-41%	\$ (20,298)	\$ (17,094)	-16%
402 Purchased Transportation	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
403 Auxillary Revenue	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ (42,615)	\$ -	-100%
404 Non-Transportation Revenue	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
405 Federal Assistance - Capital	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
406 Federal Assistance - Operating/Administration	\$ -	\$ -	0%	\$ (926,488)	\$ (1,144,093)	23%	\$ (1,055,878)	\$ (1,256,968)	19%
407 Local Assistance - Capital	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
408 Local Assistance - Operating/Administration	\$ -	\$ -	0%	\$ (473,261)	\$ (542,744)	15%	\$ (729,942)	\$ (882,416)	21%
Total Base Budget Revenues	\$ -	\$ -		\$ (1,515,780)	\$ (1,754,959)		\$ (1,848,734)	\$ (2,156,478)	
Draw from Surplus Fund Balance									
Total Revenues, All Resources	\$ -			\$ (1,754,959)			\$ (2,156,478)		
Base Budget Expenses	Canyon Fixed Route			Canyon ADA (Demand Response)			Canyon Intercounty		
	31			32			33		
Category	2025	2026	% Diff	2025	2026	% Diff	2025	2026	% Diff
501 Wages and Salaries	\$ -	\$ -	0%	\$ 740,167	\$ 756,750	2%	\$ 826,233	\$ 927,827	12%
502 Fringe Benefits	\$ -	\$ -	0%	\$ 318,085	\$ 386,114	21%	\$ 359,628	\$ 473,684	32%
503 Professional Services	\$ -	\$ -	0%	\$ 109,220	\$ 120,221	10%	\$ 121,920	\$ 152,915	25%
504 Materials and Supplies	\$ -	\$ -	0%	\$ 295,194	\$ 320,850	9%	\$ 328,621	\$ 392,150	19%
505 Utilities	\$ -	\$ -	0%	\$ 33,970	\$ 37,160	9%	\$ 37,920	\$ 44,640	18%
506 Casualty and Liability	\$ -	\$ -	0%	\$ 132,326	\$ 122,589	-7%	\$ 161,732	\$ 149,832	-7%
508 Purchased Transportation	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
509 Miscellaneous	\$ -	\$ -	0%	\$ 7,382	\$ 11,275	53%	\$ 12,680	\$ 15,430	22%
511 Interest	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
512 Leases and Rentals	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
514 Capital	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%
Total Base Budget Expenses	\$ -	\$ -	0%	\$ 1,636,344	\$ 1,754,959	7%	\$ 1,848,734	\$ 2,156,478	17%
% Difference in Base Budget				7%			17%		

Valley Regional Transit
FY2026 Budget Year-over-Year Comparison by
Division

Base Budget Revenues			Specialized Transportation		Mobility Management	
			41		42	
Category	2025	2026	% Diff	2025	2026	% Diff
401 Directly Generated Funds	\$ -	\$ -	0%	\$ -	\$ -	0%
402 Purchased Transportation	\$ -	\$ -	0%	\$ -	\$ -	0%
403 Auxillary Revenue	\$ -	\$ -	0%	\$ -	\$ -	0%
404 Non-Transportation Revenue	\$ -	\$ -	0%	\$ (33,417)	\$ -	-100%
405 Federal Assistance - Capital	\$ -	\$ -	0%	\$ -	\$ -	0%
406 Federal Assistance - Operating/Administration	\$ (2,491,223)	\$ (2,417,983)	-3%	\$ (525,491)	\$ (375,536)	-29%
407 Local Assistance - Capital	\$ -	\$ -	0%	\$ -	\$ -	0%
408 Local Assistance - Operating/Administration	\$ (1,303,721)	\$ (1,185,739)	-9%	\$ (398,170)	\$ (282,051)	-29%
Total Base Budget Revenues	\$ (3,794,943)	\$ (3,603,722)		\$ (957,078)	\$ (657,587)	
Draw from Surplus Fund Balance						
Total Revenues, All Resources			\$ (3,603,722)		\$ (657,587)	
Base Budget Expenses			Specialized Transportation		Mobility Management	
			41		42	
Category	2025	2026	% Diff	2025	2026	% Diff
501 Wages and Salaries	\$ 738,667	\$ 601,352	-19%	\$ 255,589	\$ 288,997	13%
502 Fringe Benefits	\$ 640,852	\$ 462,312	-28%	\$ 196,796	\$ 213,071	8%
503 Professional Services	\$ 588,000	\$ 869,000	48%	\$ 352,720	\$ 20,130	-94%
504 Materials and Supplies	\$ 245,000	\$ 145,200	-41%	\$ 61,183	\$ 35,100	-43%
505 Utilities	\$ 2,400	\$ -	-100%	\$ 5,040	\$ 3,840	-24%
506 Casualty and Liability	\$ 136,825	\$ 315,858	131%	\$ -	\$ -	0%
508 Purchased Transportation	\$ 1,408,200	\$ 1,180,000	-16%	\$ -	\$ -	0%
509 Miscellaneous	\$ 35,000	\$ 30,000	-14%	\$ 85,750	\$ 96,450	12%
511 Interest	\$ -	\$ -	0%	\$ -	\$ -	0%
512 Leases and Rentals	\$ -	\$ -	0%	\$ -	\$ -	0%
514 Capital	\$ -	\$ -	0%	\$ -	\$ -	0%
Total Base Budget Expenses	\$ 3,794,943	\$ 3,603,722	-5%	\$ 957,078	\$ 657,587	-31%
% Difference in Base Budget			-5%		-31%	

**Fiscal Year 2026
Budget Summary by Budget Area**

REVENUES		EXPENSES	
Regional Overhead		Regional Overhead	
Directly Generated Revenues	\$ -	Wages and Salaries	\$ 2,352,231
Auxiliary Revenues	(810,900)	Fringe Benefits	1,543,379
Non Transportation Revenues	-	Professional Services	1,844,253
Federal Assistance	(3,870,308)	Materials and Supplies	247,150
Local Assistance	(3,095,557)	Utilities	74,040
TOTAL	\$ (7,776,765)	Casualty and Liability	92,511
		Purchased Transportation	-
		Miscellaneous	951,201
		Subrecipient Pass Through	609,000
		Interest	-
		Leases and Rentals	63,000
		TOTAL	\$ 7,776,765
Ada County Transportation Services		Ada County Transportation Services	
Directly Generated Revenues	\$ (699,168)	Wages and Salaries	\$ 6,305,300
Auxiliary Revenues	-	Fringe Benefits	4,897,996
Federal Assistance	(5,136,433)	Professional Services	902,100
Local Assistance	(8,871,823)	Materials and Supplies	1,236,400
Draw from Surplus Fund Balance	-	Utilities	172,400
TOTAL	\$ (14,707,424)	Casualty and Liability	629,182
		Purchased Transportation	-
		Miscellaneous	60,750
		Interest	137,000
		Leases and Rentals	366,296
		TOTAL	\$ 14,707,424
Canyon County Transportation Services		Canyon County Transportation Services	
Directly Generated Revenues	\$ (85,216)	Wages and Salaries	\$ 1,684,577
Auxiliary Revenues	-	Fringe Benefits	859,798
Federal Assistance	(2,401,061)	Professional Services	273,136
Local Assistance	(1,425,160)	Materials and Supplies	713,000
Draw from Surplus Fund Balance	-	Utilities	81,800
TOTAL	\$ (3,911,437)	Casualty and Liability	272,421
		Purchased Transportation	-
		Miscellaneous	26,705
		Interest	-
		Leases and Rentals	-
		TOTAL	\$ 3,911,437
Specialized Transportation Services		Specialized Transportation Services	
Directly Generated Revenues	\$ -	Wages and Salaries	\$ 601,352
Auxiliary Revenues	-	Fringe Benefits	462,312
Federal Assistance	(2,417,983)	Professional Services	869,000
Local Assistance	(1,185,739)	Materials and Supplies	145,200
TOTAL	\$ (3,603,722)	Utilities	-
		Casualty and Liability	315,858
		Purchased Transportation	1,180,000
		Miscellaneous	30,000
		Interest	-
		Leases and Rentals	-
		TOTAL	\$ 3,603,722
Capital Projects		Capital Projects	
Federal Capital Assistance	\$ (5,021,310)	VRT	\$ 5,935,600
Local Capital Assistance	(914,290)	Subrecipient - Pass Through	719,306
Subrecipient Pass Through	(719,306)	TOTAL	\$ 6,654,906
Draw from Surplus Fund Balance	-		
TOTAL	\$ (6,654,906)		
Grand Total Revenues, All Sources	\$ (36,654,255)	Grand Total Expenses	\$ 36,654,255



AUTHORIZATION FOR EXPENDITURE

EXECUTIVE BOARD

PROCUREMENT DESCRIPTION: Transit Management Services in Ada and Canyon Counties

TOTAL COST: Not to exceed \$3,712,179.58 for the base contract and options

PURPOSE/ACTION: Finalize and execute a contract with MV Transportation, to manage VRT's fixed-route, Americans with Disabilities (ADA) Complementary Paratransit and microtransit services operated in Ada and Canyon counties.

SCOPE OF WORK: The contract will provide a General Manager at the Ada County system and an Assistant General Manager at the Canyon County system.

DISCUSSION: VRT hired a consultant, SBLBF, LLC, to help staff prepare for the upcoming rebid of the transit services operated in Ada and Canyon counties. In September 2024, SBLBF, LLC provided an overview to the Executive Board regarding the differences between an Operating Contract and a Management Contract for transit operations. In December 2024, the Executive Board approved VRT staff recommendation that a management contract will serve VRT best at this time.

Valley Connect 3.0 has changes planned over the coming years that VRT feels is best to continue operating under a management contract. Remaining status quo will ensure VRT Planning and Operation departments are not overloaded between implementing planned service changes, while attempting to also change to the way the contract is operated. VRT is also unclear of the future of transit with the new federal administration starting in 2025.

VRT released the Request for Proposal (RFP) in March 2025. The RFP clearly defines tasks between VRT and what will be expected of the selected contractor. VRT defined clear performance standards, clear compliance requirements for fiscal accountability, and metrics to hold the contractor accountable to operate the system focusing on passenger service quality in accordance with VRT advertises to the public.

The VRT Board of Directors approved Resolution VBD25-013 on April 7, 2025, delegating authority to the Executive Board to finalize and approve a contract with the selected vendor, following the RFP.

VRT received three proposals and invited two firms to interview, MV Transportation and Transdev, the incumbent. Following the interviews, both firms were asked to provide details for a list of budget line items to ensure pricing consistency with their best and final offer (BAFO).

Although Transdev submitted the lowest bid, a comprehensive review of the bid documents and interview process revealed a concern over service quality issues and service optimization strategies.

In contrast. MV Transportation demonstrated extensive experience in similar projects, offered a superior management team and proposed innovative service optimization strategies that addressed on-time performance and missed trips. MV's bid received the highest combined technical and cost score in the best value evaluation.

Over the base term of contract, MV Transportation's BAFO pricing is 23% higher than Transdev however VRT staff anticipates this difference to be recovered by enhanced service optimization efficiencies. Included with the Authorization for Expenditure is the price analysis and the evaluation team ranking matrix.

VRT has issued a Notice of Intent to award the contract. Please note that the protest period is still open. If a valid protest is received during this time, VRT will pause the procurement process to review the protest and take appropriate corrective actions. The agency will handle any protest in accordance with applicable procurement regulations and timelines, and all parties will be notified of the outcome and any resulting actions. If the outcome of a protest results in a change of vendor, the award will be brought back to the Board for consideration at the August meeting.

ALTERNATIVES: Maintaining a Management Contract is the most efficient and effective option for transit services in Ada and Canyon counties at this time. VRT runs the risk of significantly disrupting all fixed-route and demand response services if the current way of operating is changed while trying to implement services planned in Valley Connect 3.0.

FISCAL IMPACT: The budget for this contract will be included in the annual operations budget and will not exceed \$3,712,179.58 over the contract term, three base (3) years, with four (4) additional one-year extensions.

RECOMMENDATION/JUSTIFICATION: The Executive Board is asked to approve Resolution VEB25-007 and authorize the CEO to finalize and execute a contract with MV Transportation.

RESOLUTION NUMBER: VEB25-007

POST RFP/FINAL SELECTION OF PROJECT: VRT staff recommends the Executive Board approve Resolution VEB25-007 and authorize a contract with MV Transportation, with a not to exceed amount of \$3,712,179.58 and delegate authority to the Chief Executive Officer to finalize and execute the contract.

ORDER OF REVIEW

CHIEF EXECUTIVE OFFICER (CEO) (Approves procurements up to \$150,000)

Signature: _____

Date Approved: _____

EXECUTIVE BOARD (Approves procurements \$150,000 up to \$300,000)



Signature: _____
Date Approved: June 2, 2025 Resolution Number: VEB25-007

VRT BOARD (Approves procurements \$300,000 and over)

Signature: _____
Date Approved: Resolution Number:





VALLEY REGIONAL TRANSIT EXECUTIVE BOARD RESOLUTION

TRANSIT MANAGEMENT SERVICES CONTRACT WITH MV TRANSPORTATION RESOLUTION VEB25-007

BY THE BOARD OF VALLEY REGIONAL TRANSIT APPROVING A CONTRACT WITH MV TRANSPORTATION FOR TRANSIT MANAGEMENT SERVICES IN ADA AND CANYON COUNTY

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, VRT has been working with a consultant, SBLBF, LLC to prepare for the upcoming rebid of transit management services operated in Ada and Canyon counties; and

WHEREAS, the Board of Directors approved Resolution VBD25-013 and delegated authority to the Executive Board to approve contract with successful bidder following the procurement on April 7, 2025, that will be finalized and executed by the CEO; and

WHEREAS, VRT will ensure the budget for these services will be included in the budget annually; and

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

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

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

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 BOARD OF VALLEY REGIONAL TRANSIT:

Section 1. That the Executive Board of Valley Regional Transit approves Resolution VEB25-007 to award the Transit Management Services contract, not to exceed \$3,712,179.61, to MV Transportation.

Section 2. That the Executive Board of Valley Regional Transit delegate authority to the CEO to finalize and execute the contract with MV Transportation.

Section 3. That this Resolution VEB25-007 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 Board of Valley Regional Transit, this 2nd day of June 2025.

APPROVED by the Board Chair this 2nd day of June 2025.

ATTEST:

APPROVED:

EXECUTIVE ASSISTANT

CHAIR

Transit Management Services Evaluation Team Ranking Matrix

RFP REG-BASE-25-2	Evaluation did not include a score for Pricing	Evaluation did not include a score for Pricing	Evaluation did not include a score for Pricing	Evaluation did not include a score for Pricing	Evaluation did not include a score for Pricing	Evaluation did not include a score for Pricing	TOTAL	AVERAGE	PRICING	TOTAL
VENDOR NAME	EVALUATOR 1	EVALUATOR 2	EVALUATOR 3	EVALUATOR 4	EVALUATOR 5	EVALUATOR 6				
Transdev	66	53	72	69	54	63	377	62.83	20	82.83
MV Transportation	70	64	70	65	63	69	401	66.83	16.4	83.23

Reason for vendor selection:	Based on the evaluation scores from the evaluation team the following contractor was selected for this procurement solicitation and a Notice of Intent to Award will be sent to: MV Transportation The evaluation team feels the contractor EXCEEDS/MEETS the solicitation requirements and will have a HIGH DEGREE of success in performing the duties of this solicitation. Kevin Womack
------------------------------	---



Transit Management Services Price Analysis

	Base Year 1	Base Year 2	Base Year 3	Option Year 4	Option Year 5	Option Year 6	Option Year 7	Base Years Total	Seven Year Total
MV	477,180.24	493,881.56	511,167.41	529,058.27	547,575.30	566,740.45	586,576.35	1,482,229.21	3,712,179.58
Transdev	385,535.16	402,570.12	418,937.56	433,123.80	447,870.48	463,192.80	479,141.16	1,207,041.84	3,030,370.08
Variance								275,187.37	681,809.50
								23%	22%





TOPIC	Federal legislative Update
DATE	June 2, 2025
STAFF MEMBER	Elaine Clegg

Staff Request

This is an action item; the CEO requests the Executive Board provide direction to continue working on these policies with federal partners.

Highlights

- Discussions have begun regarding policy positions for reauthorization of the federal transportation bill in 2026.
- These discussions are moving toward positions for our federal partners at the American Transportation Association (ATA) and The Bus Coalition (TBC)
- It is important for the VRT Board to be informed of and provide direction on these policy issues. Some are more recent and the board may not be aware of them:
- The following issues of interest may impact Valley Regional Transit (VRT).
 - Parity for Local Match Requirements
 - Funding for Bus Replacements and Expansion
 - Continued support for Transit in the Highway Trust Fund
 - Reform in various processes

Summary

VRT does not have a formal process for reviewing legislative priorities, I have planned to introduce such a process in August and October by briefing the Executive Board and then asking the full board to adopt broad position statements. The federal legislative positions are moving ahead of that schedule and it is important for the board to have an opportunity to advise on these issues. Below is a brief description of the most important issues that are moving forward. The Executive Board will have the opportunity to provide comments and direction.

Parity for Local Match Requirements: Amend Title 49: chapters 53 and II (Transit and Rail) to provide parity with highways for local match requirements. Today highway agencies in states with more extensive federal land holdings pay a reduced local match rate for federally funded projects based on the amount of federal land in the state. This policy would extend that opportunity to agencies using federal funding for transit and rail.

Funding for Bus Replacements and Expansion: Support for continued IJA levels of funding for 5339 – Bus and Bus Facilities grants to ensure that bus based transit has access to sufficient funding to maintain the transit bus fleet numbers. After significant funding cuts

in 2012 fleet size nationwide dropped by 24.7 percent between 2013 and 2023, resulting in less service, less reliability, and lower ridership.

Continued support for Transit in the Highway Trust Fund: Maintain current funding levels and contributions from the Highway Trust Fund to public transportation and bus capital grants accounts. This has been a longstanding policy since the 1980's.

Process Reform: Certain processes are administered differently between transit and highway titles and also between recipients within transit processes. These include NEPA review, real estate acquisition and grant applications. There is broad support to use the most simplified process that has proven to work in other agencies or recipients on all.

Implication

It is important for the board to understand and provide direction on these issues as the legislative process moves forward.

More Information

For detailed information, contact:

Elaine Clegg
CEO
eclegg@ridevrt.org
208-258-2712



PROPOSED AGENDA BOARD OF DIRECTORS' MEETING August 2025

CONSENT AGENDA

Minutes from the April Board of Director's meeting
Executive Board minutes for April/May/June
Payment Registers - Nick
Written Information Security Program Policy and Procedures
Annual Budget Development Process Policy
Disadvantaged Business Enterprise (DBE) Program
Updated Procurement Manual
Reasonable Accommodation and Modification Policy and Procedure
System Security and Emergency Preparedness Policy and Plan
Public Transportation Agency Safety Plan (PTASP) and Policy
Public Records and Records Retention Policy and Guidelines
Avero Advisors Contract Modification

EXECUTIVE SESSION - CEO Review - I.C. 74-206 (b)"

Action if necessary

ACTION ITEMS

FY2026 Budget Public Hearing and
Approval of Operational and Capital Budget
FY2026 Public Hearing for Disposal of Assets
Approval of Disposal of Assets
Bus Stop Location and Transit Amenities Development Guidelines and Process and Bus Stop
Typology

INFORMATION ITEMS

None

PROCUREMENTS

Procurement calendar

DEPARTMENT/STAFF REPORTS

**Valley Regional Transit
FY2025 Procurement Calendar**

Type of Procurement	Project Manager	Estimated Cost	Estimated Issue Date	Estimated Executive Board/Board Action Date	Required Approval
Janitorial Services for MSS and HDTC	Jonathan Mutchler	\$ 805,000.00	Mar-25	Aug-25	Board of Directors
Transit Management Services for Ada and Canyon County Operating Contract	Leslie Pedrosa	\$ 3,000,000.00	Mar-25	Jun-25	Board of Directors delegated to Executive Board on January 06, 2025.
Renewable Natural Gas Credit	Joseph Guenther	TBD	Apr-25	Aug-25	
Fareboxes	Brad Alvaro	\$ 2,400,000.00	Apr-25	Aug-25	Board of Directors
Temporary Staffing Service	Jeannette Ezell	\$ 2,600,000.00	May-25	Aug-25	Board of Directors
On-Call Construction Services List - PSA 2021-07-14	Joseph Guenther	TBD	May-25		
On-Call Glass Repair and Replacement Services	Jeremy Gianchetta	TBD	Jun-25		
East Lot Development - 23227-024-004	Joseph Guenther	\$ 2,775,000.00	Aug-25	Oct-25	Board of Directors
On-Call Engineering Architecture and Associated Professional Services	Joseph Guenther	TBD	Aug-25		
Bus Camera Replacement	Nick Moran	\$ 220,000.00	TBD	Aug-25	Executive Board
CCDC Downtown Bus Stop - 23227-023-002	Joseph Guenther	\$ 325,000.00	TBD		Board of Directors
Vehicle Maintenance Fluids and Parts	Jeremy Gianchetta	TBD	TBD		
Postage Machine Rental Fee	James and Brad	TBD	TBD		
Fleet Replacement Plan	Leslie Pedrosa	\$ 20,000.00	TBD		CEO

Updated 5-8-25

Department Manager Approval Level: up to \$10,000

Department Director Approval Level: up to \$50,000

Chief Executive Office (CEO) Approval Level: up to \$150,000

Executive Board Approval Levels: \$150,000 - \$300,000

VRT Board of Directors Approval Levels: \$300,000 and over



CEO Activity Report	CEO Activity Report
DATE	June 2, 2025
STAFF MEMBER	Elaine Clegg

Summary

Information only, no action needed.

Highlights

Today you will see the preliminary **budget** for review. Your input and data helped us develop a conservative budget outlook. We have worked hard to hold the line on costs that don't impact service or resilience. We have identified a lean capital budget to allow the capital match to be reduced. VRT, like most of you, will need to catch up on capital projects as we can. I will continue to look for opportunities to fund local match with innovative strategies.

To that end, we have executed the sub-recipient agreement with the **Pacific Northwest Economic Region** (PNWER) to examine the feasibility of using TIFIA bonds to help fund joint development projects. As I noted last month, Stephen Hunt has been named our project manager, and we have identified a potential project that meets our early criteria of producing reliable income to pay the debt service. We will keep you apprised as we learn more. If successful, the value of the bonds can be used as local match as the debt service is paid with local dollars.

I was recognized as a CEO of Influence at the recent **Idaho Business Review** event. I am honored by this award, but most importantly these and other events continue to bring attention to the needs of, and need for, transit in this valley. Thank you all for your ongoing support.

Travel Meetings

I attended or presented at the following meetings this month:

- While at the **Boise Metro Chamber Leadership Conference**, I had a chance to discuss how transit can add value to moving more school students.
- The long-distance train trip with fellow **Amtrak Board** members and Amtrak leadership gave me a chance to learn a great deal about the possibilities of long-distance rail and what will be required for us to successfully bring it back to our region.
- VRT held a **Canyon County Transit Day** on May 6 (see below for more detail) to gather public and organizational input on transit needs in Canyon County.
- VRT was invited to present at the first annual **Transit Tech**, hosted by our data provider, Via. While I was in Salt Lake City, I toured the **Stadler** rail manufacturing facility with the Director of Rail for CalTrans. They have a great product, and most

importantly are expanding and will have capacity to manufacture new train sets that are Buy America compliant and can be available within a reasonable time.

- The COMPASS-led Planning and Environmental Linkages (PEL) study of high-capacity transit corridors in the Treasure Valley, including the Boise Cutoff short line corridor, has progressed to the third tier where the service and cost information on the three remaining alternatives will be detailed.
- I presented the results of our outreach in Canyon County to the **Nampa City Council** at a special work session.
- I continue to participate in a handful of board and other meetings including: **The Bus Coalition, the APTA High Speed and Intercity Rail Committee, the Treasure Valley Clean Cities Coalition, the Boise Municipal Health Care Trust and the Greater Northwest Passenger Rail Working Group.**

Media

- See the Communications update from Jason Rose for details

Internal Activities

Canyon County Transit Day was incredibly successful; VRT got individual input from 220 people who either agreed to be interviewed or filled out our survey. In addition, 15 groups joined our organizational roundtable and shared their point of view on the importance of transit in Canyon County. There was overwhelming (+90%) support for local government in Canyon County to pay for transit and 87% would like to see the system expanded. Another 43% asked that services be continued as is if expansion isn't possible and only 5% thought cutting services was a good idea. We shared the results with the Nampa City Council and received supportive responses. **For more information:** [VRT FY2026 Nampa Funding Discussion Memo](#)

VRT will provide **supplemental service** to local events at the Boise State University Albertsons Stadium in late June. This service is within the approved budget for supplemental services.

I attended another Amtrak Board meeting. While in DC, I met with our congressional delegation staff to discuss potential direction for the upcoming transportation reauthorization. I am planning a three-part tour of Idaho to meet with legislators and discuss the potential for authorizing a mechanism for dedicated funding for transit. Based on what I hear from these interactions, we will hold a session in August or October to determine a VRT direction.

For detailed information, contact:

Elaine Clegg, CEO
eclegg@ridevrt.org,
 (208) 258-2712





TOPIC	Operations Department Staff Report
DATE	June 2, 2025
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 Highlights

Ada County Charging and Battery Electric Bus Update

VRT continues to work with Phoenix Motors, Inc. to try and get three buses back on the road. Two buses are down due to battery issues, and one is down due to delayed replacement parts. Zenobe, the vendor that maintains the battery lease for VRT, is coordinating the repairs for battery issues with Phoenix. VRT will continue to work with the third-party vendors to get replacement parts to repair buses.

VRT continues to work with BorgWarner, the vendor who provided the recently installed Rhombus Energy Solution dispensers. VRT has been having some challenges with the dispensers charging buses to full capacity. BorgWarner will also be working with VRT to get training scheduled for staff to be able to perform preventative maintenance and basic maintenance on the chargers once the warranty is expired.

Happy Day Transit Center Safety Event

On Wednesday May 7, a car crashed through the east side of the building, which was used for storage. Several items were damaged, including equipment and bikes for Safe Routes to School, bus benches and bus stop blades, vehicle parts and equipment and office furniture. The driver suffered a medical emergency and was transported to a local hospital from the scene. VRT is working with our insurance broker to determine losses and repairs needed at this time.

Miscellaneous

- Staff continues work with transit contractors to adjust timing to some routes with on-time performance issues, following the service change in June 2024. The new schedules will go into effect June 2, 2025.
- Staff worked with the Public Transportation Agency Safety Plan (PTASP) Safety Committee to finalize updates to the plan that have been mandated by FTA. The updated plan will go to the Board of Directors in August for approval.
- Staff have been working with Metro Community Services (Metro) to determine an action plan to get drivers hired. They have lost several drivers, without being able to hire any drivers, which has caused rides in Nampa and Caldwell to be cancelled. VRT

is trying to fulfill as many rides as possible in Canyon County, which includes sending our drivers to Metro, to drive their buses. Metro has also recently hired a new Transportation Director, to replace Keith MacKenzie who recently retired, so hopefully they will be able to be back on track in the next couple of months.

Service Highlights

Canyon County

- One preventable safety event in April
- Intercounty on-time performance 71% for April
- On-demand on-time performance 88% for April
- ACCESS on-time performance 100% for April

Ada County Highlights

- Zero preventable safety events in April
- Fixed-route on-time performance 79% for April
- ACCESS on-time performance 96% for April

Beyond Access Service

- One preventable safety event in April
- On-time performance 91% for April

Compliance

- Staff submitted the National Transit Database (NTD) report for fiscal year 2024. Due to VRT not having financial data fully recorded and validated in the new Enterprise Resource Planning (ERP) software, VRT will be submitting a full reporting waiver for 2024. Financial information makes up over two-thirds of the annual report, and without the financial data, there are too many data points missing to be able to submit any part of the 2024 report.
- Working with the VRT Safety Committee to complete updates to the Transit Asset Management (TAM) Group Plan.
- Staff completed all bus-ride checks. Staff will be working with Urban Transportation Associates to recertify the automatic passenger counters (APC's) with NTD. APC's are required to be recertified every three years, once they are accepted. This will be VRT's second time recertifying the APC's.

Customer Service

- In April customer service answered 7,870 of 8,233 of all incoming calls. That is 95% of all phone calls that are to schedule or change a demand response ride, fixed-route information or general VRT calls. There were 329 abandoned calls. The average call time was 3 minutes, 7 seconds. The average time on hold was 18 seconds.
- April City Go Pay mobile ticket sales totaled \$13,537.50.



More Information

For detailed information, contact:

Leslie Pedrosa
Chief Operating Officer
lpedrosa@ridevrt.org
(208) 258-2713





TOPIC	Development Department Monthly Report
DATE	May 19, 2025
STAFF MEMBER	Stephen Hunt

Summary

Development Department activities for the June 2025 report.

Highlights

VRT Strategic Plan: Goal 1 – Demonstrate responsible stewardship of public resources

Performance Based Decision-making

- **FY2026 Budget Development** – Staff prepared service scenarios for Canyon County based on potential funding levels and solicited public feedback culminating in the Canyon County Transit Day on May 6. Valley Regional Transit (VRT) received over 220 public comments and letters of support from various local agencies. Staff prepared and sent funding requests for FY2026 to all other funding partners.

VRT Strategic Plan: Goal 2 – Increase Ridership and Revenue

Planning

- **Bus Stop Improvements** – Staff postponed finalization of bus stop investments priorities until after the completion of the Canyon County Transit Day and June service change efforts.
- **Nampa – Caldwell Corridor Transit Oriented Development (TOD) Study** – Staff continues to work with HDR, Inc., the consultant VRT is working with on this project. Staff held another stakeholder meeting and reviewed potential TOD locations along the boulevard.
- **Valley Connect 3.0 (VC 3.0)** – Jacobs Engineering, and staff worked with consultants to develop complete draft chapters for VC3.0.
- **Towne Square Mall (TSM) Transit Center Improvements** – Staff is coordinating with City of Boise about required easements for transit so those can be better documented with property owner.

Mobility Integration

- **City Go/Transportation Demand Management (TDM)** – Staff continues to develop internal tools to help with the implementation of the employer and residential pass programs. These updated programs will be integrated into the City Go brand.
- **Canyon County Vanpool Pilot** – In coordination with ACHD Commuteride and per the

findings of the Regional Vanpool Study, VRT staff began working with Commuter with Enterprise to explore options for vanpool expansion in Canyon County.

- **Reduced Fare Verification** – Following board direction, staff initiated a cost benefit analysis of the reduced fare verification process.

VRT Strategic Plan: Goal 3 - Build Institutional and Regional Capacity

Regional Capital Enhancements

- **Orchard Facility Master Plan Update** – Staff worked with consultants and finalized scope and fee for Orchard facility master plan update, including a review of forecasted fuel types. This review will revisit and refine electrical and other fuel source infrastructure needs.
- **Happy Day Transit Center Upgrades (HDTC)** – Staff continued work on temporary roof repairs at Happy Day Transit Center. Staff also responded to a vehicular accident at HDTC and is working with insurance to assess the damage plan for repairs.
- **Main Street Station (MSS)** – VRT worked with FTA and congressional staff to ensure grant approval in time to keep the planned construction on schedule. Staff finalized construction and closure plans with Jacobs to prepare for closure of Main Street Station for construction activities.
- **Nampa Pedestrian Improvements** – Staff drafted subrecipient contract with Nampa and continued coordination activities with Nampa staff on pedestrian infrastructure improvements to transit stops on 16th Ave.
- **Bus Stop Improvements** – Staff coordinated with contractors to install four real-time information signs at State and 18th Street and on Main. Staff also held a ribbon cutting at State and 18th to celebrate the completion of construction activities there.

Regional Corridor Planning/Corridor Capital Investments

- **State Street Corridor Projects**
 - No updates on the final Paper Grant Agreement or the Letter of No Prejudice for the 2022 Rebuilding America's Infrastructure with Sustainability and Equity (RAISE) grant.
 - Staff was informed that State Transportation Block Grant (STBG) funds were successfully transferred to FTA. These funds will be used to continue design of intersections at State and 23rd and 27th.
 - VRT staff has paused coordination activity to cover the Boise Valley Canal from Saxton to Bogart on State Street until the future of RAISE grant funding is clarified. Staff have been working with Federal partners to ensure progress is as timely as possible.



More Information

For detailed information, contact:

Stephen Hunt, Chief Development Officer, 208.258.2701, shunt@rideVRT.org

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

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

Kate Dahl, Principal Planner, 208.258.2715, kdahl@ridevrt.org

Duane Wakan, Mobility Integration Planner, 208.258.2750, dwakan@rideVRT.org

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

Kyle Street, Programming Planner, 208.258.270, kstreet@rideVRT.org





TOPIC	Finance and Administration Activity Report
DATE	June 2, 2025
STAFF MEMBER	Jason Jedry

Staff Recommendation/Request

This information item provides an update on the finance department.

Highlights

Budget/Finance

- Finance staff continue to work on the final stages of the Oracle ERP system implementation
- Finance and Operations are working together on the final stages of the Oracle EAM system
- Staff are working to close FY2024 and prepare for the annual audit
- The CFO is working with budget managers on FY2026 budget planning

Grant Management

- Grants and Compliance Administrator is working on the following:
 - FTA grant applications
 - Active grant revisions/amendments
 - FY2025 Projects
 - Federal grant reconciling and reporting

Procurement

- Procurement and Contracts Specialist is working on:
 - Renewable Natural Gas Credits
 - Transit Management Services Contract
 - Acquisition of Service – Beyond Access
 - Janitorial services for MSS and HDTC
 - Farebox Replacement

For detailed information, contact:

Jason Jedry
Chief Financial Officer
jjedry@ridevrt.org
208-258-2709



TOPIC	Information Technology Monthly Report
DATE	June 2, 2025
STAFF MEMBER	Brad Alvaro

Summary

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

Projects

- Completed and posted Fare Collection/Mobile Ticking RFP
- Oracle Enterprise Resource Planning (ERP) system: Continue working with FourthSquare for minor production support issues and troubleshooting.
- Continue supporting Oracle Enterprise Asset Management (EAM) system:
- FY2024 Service Changes. Continue to modify bus stops and routes in General Transit Feed Specification (GTFS) and bus head signs. Working on new service change for June.

Support Services

- Testing new Microsoft's CoPilot AI (Artificial Intelligence)
- Continue to support Oracle user access and privileges
- ETA Transit software (SPOT) detours
- Continue support and integration with FY2024 Service Change Programming
- Provide support for Realtime Information Displays
- Continue testing of replacement helpdesk ticketing solutions
- Monthly Ridership Reports
- Working on Automatic Passenger Counter (APC) issues and diagnostics

More Information

For detailed information, contact:

Brad Alvaro
Information Technology Director
balvaro@ridevrt.org
(208) 258-2726



TOPIC	Communications and Engagement Update
DATE	June 5, 2025
STAFF MEMBER	Jason Rose

Summary

This memo provides updates on current and future communications, engagement, and marketing efforts.

Highlights

The Communications and Engagement team is powering through 2025 with a newly organized staff and a lot of great brand elements and tools at the ready. We continue to assess our direction, goals, and strategies to drive toward our primary goal of attracting new riders with a staff strategy session in May. This work is being done in the context of goal setting at the executive management team level, which is creating the map for departmental direction and laying a good foundation for a future internal engagement initiative centered around a new business plan. The Team held a staff retreat in early May, using the opportunity to gauge the effectiveness of past efforts and pivot, with the new team in place, into a targeted marketing and outreach approach, focusing on routes, destinations, and partners.

EARNED MEDIA

Here's a list of earned media for VRT from April 15 to May 21, 2025:

- 4/15/25: [Growing Idaho: VRT looks for funding to keep up with growth](#) (KTVB)
- 4/22/25: [Growing Idaho: Busing wishlist for Boiseans](#) (KTVB)
- 4/21/25: [Could Passenger Rail Return to Boise?](#) (City Cast Boise)
- 4/28/25: [Valley Regional Transit faces potential cuts in Nampa service](#) (KIVITV)
- 5/5/25: [Valley Regional Transit in Nampa](#) (KTVB)
- 5/5/25: [‘Canyon County Transit Day’ asks public to share feedback on Nampa bus funding options](#) (Boise Dev)
- 5/7/25: [VRT revamped its route network last year. Ridership levels have changed](#) (Boise Dev)

COMMUNITY OUTREACH

The Communications and Engagement team is busy with the 2025 outreach spring season, which includes engagement with school partners, events, parades, travel training, and more. We are in the midst of May in Motion outreach events, where we attend and help facilitate dozens of community events. We also offered a fare-free week during “bus week,” the third week of May in Motion. Since the start of FY2025, we’ve attended 130 events or services and

spoken to nearly a thousand people. Other notable events include training therapy dogs, community reading events with the City of Boise library, travel training, and more! We're also working on a language pocket guide, which will help riders of all languages, and especially those who interact with our refugee and resettlement partners, navigate the VRT system.

ADVERTISING

Our sales team continues to see growth in advertising revenues. Since the start of FY2025, we have secured \$318,109 in bus wrap ads with about \$190,000 pending contracts and \$5,238 in bus shelter revenues.

We also added bus bench advertising to our media kit on April 1 and have secured \$31,521 in revenue with around \$110,000 pending contracts this fiscal year, many of which have signed annual contracts, which will bring additional revenue to FY2026. Much of this is from existing advertisers, which has been the first step in our bench advertising strategy. In addition to consistent revenue, we are building good relationships with advertising clients, who have expressed appreciation in moving from a national, remote company to a local organization and point of contact. We developed and produced new "advertise here" signage to illuminate the VRT brand, which will bring additional revenue and attention to previously bland bus benches. We continue to seek re-signing with existing advertising partners and explore new opportunities, especially with companies that we partner with in other ways (such as creating a discounted bundle opportunity for those with a City Go membership).

With our current total of \$354,868, pending contracts, and projected contracts on bus wraps and benches, we anticipate at least \$700,000 in revenue to end the fiscal year.

BUSINESS OUTREACH

Our City Go and pass program outreach continues strong, with 32 total partnerships serving 76,664 employees and participants and generating \$222,097 so far in FY2025. We are also in the process of "re-launching" the City Go and pass programs into a single product offering to reduce confusion and uphold VRT brand integrity. This includes a brand facelift, new promotional materials, updated support and education collateral, and more. We anticipate this to generate and bring attention to the City Go package, and plan to roll out the updated elements to stakeholders this summer and to the public later this year. We also collaborated with United Way on an effort to gather donated books and have engaged with Buy Idaho to bolster outreach efforts. We continue to network within the Boise Chamber and partnered on a ribbon cutting to celebrate the bus shelter on State & 18th on May 13th.

SOCIAL MEDIA

Platform	Total Followers	Posts Published	Total Views	Reach	Post Engagement Rate	Story Engagement Rate
Instagram	1404	11	16,922	183,817	6.35%	3.40%



Facebook	2,415	14	13,429	905,072	4.23%	
LinkedIn	594	6	50	1,666	12.66%	
Tiktok	240	2	862	760	8.08%	

We saw quite a bit of success with our boosted Instagram post, “Bus to the Capital City Public Market,” receiving about 10,000 views over the course of a week. This month saw us dipping into a few more collaboration posts, whether they were posts created by us or the creator tagged VRT as a collaborator; examples include The Trail Cache Project and TheSocialLindsay (host of City Cast Boise). With their followings, we reached followers that hadn’t yet been introduced to our page. We also saw success with our posts about Canyon County Transit Day, they received good engagement and were effective in spreading the word about the event.

MARKETING

Our marketing campaign, Let’s Ride BOI, is enjoying its last legs in May. We decided earlier this spring to sunset the campaign, sensing a natural end to the campaign, need to conserve budget, and pivot to more targeted work. The metrics in April support that choice – as we set pacing to end May 31, we saw indicators last month to creative fatigue with high ad frequency and reduced engagement, particularly on Meta. However, there are also good indicators of engagement on the website showing continued favorable traffic. Ultimately, we’re good with a little fatigue on this – we want the transit message to be in people’s faces based on the early research that showed folks may not even realize we have a viable system. We’ll have a full campaign report soon, but believe the campaign succeeded in raising brand awareness and setting the stage for a targeted marketing effort moving forward. It also won a variety of awards, of which we are very proud. All told, the goal was to set the stage across an integrated campaign, featuring elements such as digital video, social media advertising, free ride promotions, physical advertising, a bus wrap, shelter wraps, new displays at Main Street Station, and an updated Boise Airport display, which we accomplished!

April

- Total impressions: 2,093,435 (a 16.5% increase)
- Meta:
 - Impressions: 1,280,975 (4.45% decrease)
 - Reach: 466,516 reach (9.33% decrease)
 - Clicks (all): 6,335 (18.54% decrease)
 - Landing page views: 3,732 (11.29% decrease)
- TikTok:
 - Impressions: 292,150 (5.58% decrease)
 - Reach: 60,014 (8% decrease)



- Clicks: 515 (6.7% decrease)
- ConnectedTV:
 - Impressions: 54,029 (19.5% increase)
 - Viewer completion rate: 98.8%
- Digital OOH: 417,748 impressions (4.92% increase)
- Website:
 - In April, the website saw an 8% decrease in total users and an 11% decrease in new users who have never previously visited the website. These decreases are following last month's sharp increase in users. Total page views increased by 3%, even though there were less total visitors. This indicates that users were more engaged on the website in April than they were in March. Organic and direct traffic both decreased slightly, while users from Facebook (paid meta) saw the largest decrease, at 32% compared to March. The homepage saw a 31% increase in page views, accompanied by a 26% increase in average session duration. Organic search made up 60% of all website sessions.
 - Total users: 14,139 (a 8.84% decrease)
 - New users: 12,067 (a 11.07% decrease)
 - Bounce rate: 50.17%
 - Average engagement time: 1 min., 31 sec.
 - Average session duration: 4 min., 29 sec.

For detailed information, contact: Jason Rose, Chief Communications Officer/PIO, jrose@ridevrt.org, (208)803-5183

Jason has the pleasure of leading the Communications team, which is comprised of:

- Rich Marks: Account and Sales Manager
- Kathleen Godfrey: Business Development Manager
- Melody Roper: Marketing and Creative Projects Manager
- Hailee Lenhart-Wees: Community Outreach Manager
- Nick Moore: Communications Specialist I

