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Executive Board Meeting Agenda

Monday, July 10, 2017

11:00 a.m.

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

I. CALLING OF THE ROLL

Chair-elect Jim Hansen

II. AGENDA ADDITIONS/CHANGES

III. PUBLIC COMMENTS

IV. CONSENT AGENDA

Items on the Consent Agenda 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. Approve Minutes of 06/05/17 Executive Board Meeting ☐

Pages 4-7

The Executive Board will review for approval the minutes of the 06/05/17 Executive Board Meeting.

B. Fare Tariff Sheet ☐

Pages 8-23

Executive Board will ratify the Fare Tariff sheet which reflects the current fare structure as set in VRT Board policy.

V. ACTION ITEMS

A. PROCUREMENT - Tires and Tire Related Services-Canyon County System ☐

Pages 24-26

Billy Wingfield

*Members will review for approval **Resolution VEB17-006** for the procurement of Tires and Tire Related Services for the Canyon County system. On 04/03/17 the VRT Board of Directors delegated the authority of the tires and tire items and related services contract approval to the Executive Board per Resolution VBD17-009.*

B. Title VI Program Update ☐

Pages 27-28

Stephen Hunt

The Executive Board will review for approval the Title VI Program Update.

C. Small Urban 5307 Programming Change Considerations **⊖** Pages 29-30 Rhonda Jalbert
Executive Board will review some current and potential changes to the Section 5307 Program for the Small Urban area based on current and possible future budget shortfalls. Following a discussion, the Executive Board will consider making a recommendation to the full board to revise the current program by increasing funding to Safe Routes to School in Canyon County.

D. Request to Change August Executive Board Meeting Date Kelli Badesheim
Staff requests the members discuss moving the August 7th Executive Board meeting to Monday, August 28th or Tuesday, August 29th with time TBD. This request is being made to better align the Executive Board meeting with key procurements that will need to be considered and the draft Valleyconnect 2.0 plan review.

VI. INFORMATION ITEMS

Procurement Calendar **⊖** Page 31 Jim McMahon
The most current Procurement Calendar is included in the packet for information.

VII. WORKSHOP - ValleyConnect 2.0 Stephen Hunt
Staff will conduct a workshop on the ValleyConnect 2.0 Plan to include the outline of ValleyConnect 2.0, size of need, and network design principles.

VIII. ADJOURNMENT

⊖ = Attachment
Agenda order is subject to change.

NEXT MEETING:
Monday, August 7, 2017 (this date may change)
11:00 a.m.
VRT Board Room
700 NE 2nd Street
Meridian, Idaho

Arrangements for auxiliary aids and services necessary for effective communication for qualified persons with disabilities or language assistance requests need to be made as soon as possible, but no later than three working days before the scheduled meeting. Please contact Mark Carnopis, Community Relations Manager at 258-2702 if an auxiliary aid is needed.



Executive Board Meeting Minutes

Monday, June 5, 2017

11:00 a.m.

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

MEMBERS ATTENDING	MEMBERS ABSENT	OTHERS PRESENT
Dave Bieter, Boise	Corey Cook, BSU	Kelli Badesheim, VRT
Luke Cavener, Meridian	Garret Nancolas, Caldwell	Linda Ihli, VRT
Elaine Clegg, Boise	Vacant, At-large Canyon County	Jim McMahon, VRT
Tom Dale, Canyon County		Rhonda Jalbert, VRT
Jim Hansen, ACHD		Billy Wingfield, VRT
Bob Henry, Nampa		Mark Carnopis, VRT
David Lincoln, ACCHD		Tod Morris, VRT
Jim Tibbs, Ada County		Jake Hassard, VRT
		Kelly Higgs, VRT
		Susan Powell, VRT
		Annette Harper, ACHD
		Justin Lucas, ACHD
		Ken Pidjeon, Citizen
		Duane Wakan, COMPASS
		Carl Miller, COMASS
		Pat Duncan, Calyx-Weaver & Associates

Chair-elect Jim Hansen began the meeting at 11:04 a.m. with a quorum present.

AGENDA ADDITIONS/CHANGES - none

PUBLIC COMMENTS - none

CONSENT AGENDA

Chair-elect Jim Hansen noted a correction on the minutes of the 05/01/17 Joint Meeting of the Executive Board and RCC in that Tina Wilson was in attendance at the meeting, but not listed on the minutes.

Bob Henry moved to adopt the agenda with the correction noted; seconded by Dave Bieter. The motion was approved unanimously. The Consent Agenda consisted of:

- *Approve Corrected Minutes of 05/01/17 Joint Meeting Executive Board/RCC*
- *Acknowledge FY2017 Second Quarter Budget Report*
- *Acknowledge Operating Cash Balance Report*

ACTION ITEMS**FY2018 Budget Review**

VRT staff presented the FY2018 Preliminary Budget and recommended approval to the VRT Board of Directors.

Jim McMahon reviewed the budget by division and noted a new Division (19) re-arranging Community Transportation divisions to better align with the ValleyConnect 2.0 strategic planning; Rhonda Jalbert reviewed the capital budget and UPWP; and Tod Morris presented the Community Transportation programs and mobility.

- Jim McMahon will put together a memo of estimated 2017 grant cash flows to better explain the timing of grants, and Jim noted he is not expecting to have to go to City of Boise asking to advance funds at this point.
- Jim will look into more detail on fringes to better explain the decrease.
- A request was made for a future presentation by Boise GreenBike.

Dave Bieter moved to recommend approval of the preliminary budget and put out for public comment; seconded by Tom Dale. The motion was approved unanimously.

Establish Public Hearing Date for the FY2018 Budget

The members discussed establishing a public hearing date for the FY2018 Budget.

Elaine Clegg moved to set the public hearing date for the FY2018 budget for July 10, 2017; seconded by Jim Tibbs. The motion was approved unanimously.

Proposed Agenda for 07/10/17 VRT Board of Directors Meeting

Kelli Badesheim reviewed the proposed agenda for the July 10, 2017 VRT Board of Directors meeting.

Jim Tibbs moved to approve the proposed agenda and also to authorize Kelli Badesheim to use discretion to make any changes in adding any other items to the agenda; seconded by Elaine Clegg. The motion was approved unanimously.

PROCUREMENT**Boise Maintenance Facility HVAC and CNG Detection System Redesign Contract**

Jake Hassard requested approval of Resolution VEB17-004 for the contract for the design of the HVAC and CNG detection system at the Boise Maintenance Facility.

Following discussion, Tom Dale moved to adopt Resolution VEB17-004 for the contract for the design of the HVAC and CNG detection system at the Boise Maintenance Facility; seconded by Bob Henry. The motion was approved unanimously.

INFORMATION ITEMS

Officer Vacancy - Vice-chair Position

Kelli Badesheim noted the officer vacancy vice-chair position needed to be filled by a Board member from Canyon County. Tom Dale volunteered to be nominated to fill the position.

Procurement Calendar

The most current Procurement Calendar was included in the packet.

Department/Staff Reports

The most current Department/Staff Reports were included in the packet for information.

EXECUTIVE SESSION - none

Other items discussed:

Dave Bieter had a question from a constituent that was told an electronic bike could not be put on a bus. Kelli Badesheim responded that as long as the bike can sit safely in bike rack, it would be allowed.

Jim Hansen noted he had reviewed the preliminary report from the Triennial Review. Kelli Badesheim explained that a final report will be available in August and will be presented to the members. FTA comes every three years to look in depth in some areas they think VRT could use some extra work on with the intent of helping staff.

Jim Tibbs asked about guns on buses. Kelli noted that VRT's attorney is reviewing the issue. A more formal proposal will be presented to the Board at a later date. Staff did remove all signage that had any mention of prohibition of guns on buses, and Mark Carnopis is researching what other systems are doing.

Dave Bieter noted that at the BVEP public forum held recently, a grade school teacher at Garfield made a point about putting together sponsorships and relationships with schools to provide bus passes to help students and parents get places if they don't have a bus ticket. Kelli responded that she had talked with Clark Krause at the BVEP about approaches that might be taken to work with business leaders and to leverage dollars to do the most good.

ADJOURNMENT

At 12:30 p.m., Elaine Clegg moved to adjourn the meeting; seconded by Bob Henry. The motion was approved unanimously.

NEXT MEETING:

Monday, July 10, 2017

11:00 a.m. (followed by VRT Board of Directors quarterly meeting at noon)

VRT Board Room

700 NE 2nd Street

Meridian, Idaho



TOPIC: Fare Tariff Sheet

DATE: June 26, 2017

Summary:

Valley Regional Transit (VRT) Board of Directors reviewed and set a regional fare policy in January 2016. In reviewing the regional fare policy, a fare tariff sheet was constructed based upon the existing and current conditions of fare products and pricing for the modes of public transportation provided by VRT. Per the Regional Fare Policy, each agency providing public transportation shall have a fare tariff sheet.

The fare tariff sheet is based upon existing and current conditions. No changes have been made to the fare structure, terms and conditions, and/or pricing for traditional service. The Fare Tariff Sheet indicates the changes made to pricing for the Bike Share services based upon approval from the VRT Board of Directors.

Staff Recommendation/Request:

Executive Board will ratify the Fare Tariff Sheet which reflects the existing fare policies as approved by the VRT Board of Directors.

Implication (policy and/or financial):

No financial implications at this time.

Highlights:

Completed:

- January, 2016 – Regional Fare Policy
- January 2016 – Findings and Recommendations
- January 2016 – Draft Fare Tariff Sheet
- April 18, 2016 - Presentation of Fare Tariff Sheet to Regional Coordination Council (RCC) for information.
- May 1, 2016 - Presentation on Fare Tariff Sheet to RCC and Executive Board for information and review.
- June 20, 2016 - Presentation of Fare Tariff Sheet to Regional Coordination Council (RCC) for recommendation of approval to VRT Board of Directors.

Upcoming:

- July 10, 2017- Presentation on Fare Tariff Sheet to Executive Board and Board of Directors for approval.

More Information: Rhonda Jalbert, Development Director,
208.258.2707, rjalbert@valleyregionaltransit.org

Valley Regional Transit Fare Tariff

Board Approval: 7/10/2017

Effective Date: 7/10/2017

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Valley Regional Transit Fare Tariff

Board Approval: 7/10/2017

Effective Date: 7/10/2017

1. Authority

The Valley Regional Transit Board of Directors is authorized to set the rates and charges for all public transportation services operated by Valley Regional Transit.

2. Applicability

This fare tariff applies to all public transportation services operated by Valley Regional Transit, including ValleyRide fixed-line bus, ValleyRide ACCESS paratransit, GoRide mobility programs, and Boise GreenBike.

3. Definitions

- 3.1. **ACCESS:** the ADA complementary paratransit service operated by ValleyRide.
- 3.2. **ACCESS Passenger:** persons who qualify as eligible for ACCESS services under the guidance of the ADA.
- 3.3. **ADA:** Americans with Disabilities Act, as defined in Title 49, Part 37, of the United States Code.
- 3.4. **ADA Complementary Paratransit Service:** specialized curb-to-curb transportation services provided to persons who qualify as eligible for such services under the guidance of the ADA.
- 3.5. **Applicable Fare:** the fare that a person must pay in order to take one ride on the applicable VRT service.
- 3.6. **Boise GreenBike Program:** bike share program operated by VRT.
- 3.7. **Bus:** rubber-tire transit vehicles operated by VRT.
- 3.8. **Cash Fare:** term used to describe fares purchased with United States currency.
- 3.9. **Child:** any person five years of age or younger.
- 3.10. **College Student:** any person currently enrolled as a student in a participating accredited post-secondary school in Ada County or Canyon County, Idaho, with a valid picture identification issued by the school.
- 3.11. **Companion:** a companion is someone who accompanies an ACCESS passenger on board a complementary ACCESS paratransit service vehicle, but is not a personal care attendant as specified in the passenger's ADA certification application. Rider not acting as a personal care assistant (PCA) who accompanies an ACCESS passenger.
- 3.12. **Day Pass:** a fare product that allows a passenger to ride on ValleyRide fixed line service during one Service Day.
- 3.13. **Discount:** a reduction in the price of a fare or fare product as a result of the passenger meeting eligibility criteria and paying a discounted fare or holding a discounted fare product.
- 3.14. **Discount Fare ID Card:** an identification card issued by VRT to an individual who is eligible for Discount Fares, including persons 65 or older, a person with a disability (PWD), Medicare beneficiary, or Student.

- 3.15. **Fixed-Line:** public transportation services provided on a repetitive, fixed schedule basis along a specific route with vehicles stopping to pick up and deliver passengers to specific locations; each fixed-line trip serves the same origins and destinations.
- 3.16. **Flex Route:** a dial-a-ride type service that provides services from a large geographic area to key locations within that service area. Passengers must schedule a ride from a pickup location within the pickup area.
- 3.17. **GoRide Mobility Programs:** an umbrella for a variety of programs designed to serve populations that are not currently served by the transit fixed-line system and to provide public transportation services in areas and at times when Valley Ride fixed-line and ACCESS services are not available in Ada and Canyon counties.
- 3.18. **Person with a Disability (PWD):** any person with a permanent or temporary mental or physical disability as defined by the ADA (Title 49, Part 37 of the Code of Federal Regulations).
- 3.19. **Medicare Recipient Beneficiary:** any person to whom the Federal Government has issued a Medicare identification card, regardless of age. Medicare recipients are eligible to pay the discounted Fare or purchase a discounted Prepaid Fare.
- 3.20. **Monthly Pass:** this term refers to the calendar month pass.
- 3.21. **Personal Care Attendant (PCA):** in relation to the ACCESS service, a personal care attendant is a person who is designated by the ACCESS eligible passenger to aid in their mobility. A PCA is not charged a fare to ride on the ACCESS vehicle when accompanying the ACCESS eligible passenger. The person may be a friend, family member, or paid employee. The need for and use of a personal care attendant must be indicated at the time of eligibility certification. Person acting as a personal care attendant who is accompanying an ACCESS passenger.
- 3.22. **General Fare:** applies to all persons ages six and older except persons eligible for discounted fares.
- 3.23. **General Fare Rider:** all persons ages six and older except persons eligible for discounted fares.
- 3.24. **Senior:** any person 65 years of age or older meets the senior age requirement and is eligible to pay the discounted Fare or to purchase a discounted pass.
- 3.25. **Service Day:** the period from the time service begins in the morning (approximately 6:00 a.m.) until service ends in the evening (approximately 7:00 p.m.) on the same day.
- 3.26. **Smart Card:** electronic fare medium based on contactless smart card technology. Fixed-line Annual Passes are encoded on smart cards and must be tapped at the farebox on each boarding.
- 3.27. **Stored Value Ticket:** fare medium loaded with cash value that can be debited to pay Single Trip Local or Universal Fares, but may not be used to purchase other prepaid fare products.
- 3.28. **Student:** any person between the ages of six and 18 meets the student age requirement and is eligible to pay Discount Fares or purchase discounted passes, including the Summer Youth Pass
- 3.29. **Tap:** the act of touching a smart card on a validator.
- 3.30. **Transit Service Types:**
 - 3.30.1. **Local** – fixed-line bus service on local or arterial roads serving neighborhood destinations and feeding transit centers.
 - 3.30.2. **Universal** – fixed-line bus service providing local or inter county bus

service.

- 3.31. **Transfer:** the action of a passenger leaving one bus or other transit vehicle and within a brief time, without a stopover, boarding a subsequent bus or other transit vehicle to complete his/her trip.
- 3.32. **Validator:** a device for tapping a smart card in order to verify the fare product encoded on it. Validators are part of a bus farebox.
- 3.33. **Valley Regional Transit (VRT):** The regional public transportation authority for Ada and Canyon counties.
- 3.34. **ValleyRide:** VRT fixed-line bus service brand name.
- 3.35. **ValleyRide ACCESS Paratransit:** VRT ADA complementary paratransit service brand name.

4. Fare Payment Requirements

Each person riding a VRT service shall pay the applicable fare.

5. Fixed-Line Fares

- 5.1. **Base Fare** – Payment of the base fixed-line fare entitles a regular rider to a single boarding on a Local fixed-line route. The Base Fare is the starting point for calculating all other fixed-line fares. The current Base Fare is \$1.00.
- 5.2. **Single Trip Local Fare** – The price of a Single Trip Local Fare is equal to the Base Fare and is shown in Table 1. Any person who pays the base fare is entitled to a single boarding on a Local fixed-line route.
- 5.3. **Single Trip Universal Fare** – The price of a Single Trip Universal fare is equal to three times the Base Fare and is shown in Table 1. Any person who pays the Single Trip Universal Fare is entitled to a single boarding on a Universal fixed-line route.
- 5.4. **Flex Route Fare** – The price of a trip on a flex route is equal to the Base Fare
- 5.5. **Discount Fares** – Discount fares are priced at 50% of the Single Trip Local Fare or Single Trip Universal Fare, rounded down to the nearest \$0.05, as shown in Table 1. There are three discount fare classifications:
 - 5.5.1. **Senior, Individual with a Disability, Medicare Recipient** – The discount fare for persons 65 years of age or older (senior), Individuals with Disabilities, and Medicare recipients is shown in Table 1. Any eligible person who pays the applicable discount fare is entitled to a single boarding on a fixed-line route.
 - 5.5.2. **Student** – The discount fare for Students is shown in Table 1. Any person who displays a valid School ID Card, or persons under the age of 18 accompanied by an adult who affirms the person’s age and who pays the applicable discount fare, is entitled to a single boarding on a fixed-line route.
 - 5.5.3. **ACCESS Eligible Passenger** – Riders/passengers who are eligible for ACCESS service and who pay the applicable fixed-line discount fare are entitled to a single boarding on a Local or Universal fixed-line route. PCAs ride free with a paying ADA-eligible rider.
- 5.6. **Child Fares** – Children under the age of six ride free when traveling with an adult paying a valid fare.

- 5.7. **Prepaid Fares** – Prepaid Fares are non-refundable and non-transferrable. There are six Prepaid Fare classifications.
- 5.7.1. **Day Pass** – Any person who presents a valid Day Pass is entitled to an unlimited number of rides during the course of a Service Day. There are four Day Pass classifications:
- 5.7.1.1. **Local Day Pass** – A valid Local Day Pass entitles the bearer to unlimited rides on Local fixed-line routes during a single Service Day. The price of the Local Day Pass is shown in Table 1.
- 5.7.1.2. **Discount Local Day Pass** – A valid Discount Local Day Pass entitles the bearer to unlimited rides on Local fixed-line routes during a single Service Day. A Discount Local Day Pass may be purchased by persons 65 or older (senior) ACCESS passengers and by Students displaying a valid School ID Card. The price of the Discount Local Day Pass is shown in Table 1.
- 5.7.1.3. **Universal Day Pass** – A valid Universal Day Pass entitles the bearer to unlimited rides on Universal and Local fixed-line routes during a single Service Day. The price of the Universal Day Pass is shown in Table 1.
- 5.7.1.4. **Discount Universal Day Pass** – A valid Discount Universal Day Pass entitles the bearer to unlimited rides on inter county and local fixed-line routes during a single Service Day. A Discount Universal Day Pass may be purchased by persons 65 or older (senior) ACCESS passengers and by Students displaying a valid School ID Card. The price of the Discount Universal Day Pass is shown in Table 1.
- 5.7.2. **31-Day Pass** – A 31-Day Pass entitles the bearer to an unlimited number of rides over a period of 31 consecutive days, beginning from the date the pass is activated. There are four 31-Day Pass classifications:
- 5.7.2.1. **Local 31-Day Pass** – A valid Local 31-Day Pass entitles the bearer to unlimited rides on Local fixed-line routes during a 31-day period. The price of the Local 31-Day Pass is shown in Table 1.
- 5.7.2.2. **Discount Local 31-Day Pass** – A valid Discount Local 31-Day Pass entitles the bearer to unlimited rides on Local fixed-line routes during a 31-day period. Discount Local 31-Day Passes may be purchased by persons 65 or older (senior), Individuals with Disabilities, and Medicare recipients displaying a valid Discount Fare ID Card, and by Students displaying a valid School ID Card. The price of the Discount Local 31-Day Pass is shown in Table 1.
- 5.7.2.3. **Universal 31-Day Pass** – A valid Universal 31-Day Pass entitles the bearer to unlimited rides on inter county and Local fixed-line routes during a single 31-day period. The price of the Universal 31-Day Pass is priced shown in Table 1.
- 5.7.2.4. **Discount Universal 31-Day Pass** – A valid Discount Universal 31-Day Pass entitles the bearer to unlimited rides on inter county and Local fixed-line routes during a 31-day period. Discount Universal 31-Day Passes may be purchased by persons 65 or older (senior), ACCESS passengers, and by Students displaying a

valid School ID Card. The price of the Universal 31-Day Pass is shown in Table 1.

- 5.7.3. **3-Month Pass** – A 3-Month Pass entitles the bearer to an unlimited number of rides during the course of three consecutive calendar months, beginning from the date the pass is activated. There are five 3-Month Pass classifications:
- 5.7.3.1. Local 3-Month Pass – A valid Local 3-Month Pass entitles the bearer to unlimited rides on Local fixed-line routes during a 3-month period. The price of the Local 3-Month Pass is shown in Table 1.
 - 5.7.3.2. Discount Local 3-Month Pass – A valid Discount Local 3-Month Pass entitles the bearer to unlimited rides on Local fixed-line routes during a 3-month period. Discount Local 3-Month Passes may be purchased by persons 65 or older (senior), Individuals with Disabilities, and Medicare recipients, and by Students displaying a valid School ID Card. The price of the Discount Local 3-Month Pass is shown in Table 1.
 - 5.7.3.3. Summer Youth Pass – A valid Summer Youth Pass entitles the bearer to unlimited rides on Local fixed-line routes and inter county routes during a 3-month period (June, July, August). The price of the Summer Youth Pass is shown in Table 1.
 - 5.7.3.4. Universal 3-Month Pass – A valid Universal 3-Month Pass entitles the bearer to unlimited rides on inter county and Local fixed-line routes during a 3-month period. The price of the Universal 3-Month Pass is shown in Table 1.
 - 5.7.3.5. Discount Universal 3-Month Pass – A valid Discount Universal 3-Month Pass entitles the bearer to unlimited rides on inter county and Local fixed-line routes during a 3-month period. Discount Universal 3-Month Passes may be purchased by persons 65 or older (senior), ACCESS passengers, and by Students displaying a valid School ID Card. The price of the Universal 3-Month Pass is shown in Table 1.
- 5.7.4. **6-Month Pass** – A 6-Month Pass entitles the bearer to an unlimited number of rides during the course of six consecutive calendar months, beginning from the date the pass is activated. There are two 6-Month Pass classifications:
- 5.7.4.1. Local 6-Month Pass – A valid Local 6-Month Pass entitles the bearer to unlimited rides on Local fixed-line routes during a 6-month period. The price of the Local 6-Month Pass is shown in Table 1.
 - 5.7.4.2. Universal 6-Month Pass – A valid Universal 3-Month Pass entitles the bearer to unlimited rides on inter county and Local fixed-line routes during a 6-month period. The price of the Universal 6-Month Pass is shown in Table 1.
- 5.7.5. **Annual Pass** – An Annual Pass entitles the bearer to an unlimited number of rides during the course of a calendar year, beginning from the time the pass is activated. There are two Annual Pass classifications:

- 5.7.5.1. Local Annual Pass – A valid Local Annual Pass entitles the bearer to rides on Local fixed-line routes during a calendar year. The price of the Local Annual Pass is shown in Table 1.
- 5.7.5.2. Universal Annual Pass – A valid Universal Annual Pass entitles the bearer to rides on inter county and Local fixed-line routes during a calendar year. The price of the Universal Annual Pass is shown in Table 1.
- 5.7.6. **Stored Value Card** – A Stored Value Card provides the bearer a prepaid method for payment of Single Trip Local and Universal Fares, including discounted fares for persons 65 or older (senior) ACCESS passengers, and Students displaying a valid School ID Card. Stored Value Cards are available in two denominations, priced as shown in Table 1.
- 5.8. **Fares and Pass Pricing** – Table 1 lists the fixed-line fares and fare products that are available to the general public and accepted on Local and Universal fixed-line services.

Table 1: Fixed-Line Fares

Fare Product	Local	Universal
Single Trip		
Adult	\$1.00	\$3.00
Child	\$0.00	\$0.00
Discounted Fare Passenger	\$0.50	\$1.50
Student	\$0.50	\$1.50
One Day		
Adult	\$2.00	\$6.00
Discounted Fare Passenger	\$1.00	\$3.00
Student	\$1.00	\$3.00
31-Day Pass		
Adult	\$36.00	\$70.00
Discounted Fare Passenger	\$18.00	\$35.00
Student	\$18.00	\$35.00
3-Month Pass		
Adult	\$93.00	\$180.00
Discounted Fare Passenger	\$46.00	\$90.00
Student	\$46.00	\$90.00
Summer Youth Pass	\$24.00	
6-Month Pass	\$165.00	\$320.00
1-Year Pass	\$266.00	\$516.00
Stored Value Card	\$10 for \$12 stored value \$20 for \$24 stored value	

6. ACCESS Paratransit Fares

- 6.1. **Single Ride Paratransit Fare** – The price of a Single Ride Paratransit Fare for an ACCESS eligible individual is equal to two (2) times the Base Fare and is shown in Table 2.
- 6.2. **Personal Care Attendant** – PCAs are accommodated on ACCESS services at no charge when accompanying an ACCESS eligible individual who requires the

assistance of a PCA. PCAs must be accommodated at no charge, as show in Table 2.

- 6.3. **Companion Fares** – If requested, ACCESS Service will be provided to at least one individual accompanying the ACCESS eligible individual in addition to a PCA. Additional companions will be provided service if space is available. The fare for companions is shown in Table 2.
- 6.4. **ACCESS Fares** – Table 2 lists the fares for ACCESS paratransit services.

Table 2: ACCESS Fares

Single Ride Paratransit	
Eligible Individual	\$2.00
Companion/Guest	\$2.00
Personal Care Attendant	\$0.00

6.5. ACCESS Fare Payment

- 6.5.1. ACCESS fares may be paid by depositing cash or checks in fareboxes on ACCESS vehicles.
- 6.5.2. Single ride passes may be purchased at the VRT Regional Office in Meridian. Single ride passes are handed directly to the operator; they are not deposited into fareboxes.

7. GoRide Mobility Fares

7.1. Vehicle Sharing Program

- 7.1.1. Participating Members reserve vehicles on a fee per-day basis and reimburse VRT based on usage within Ada and Canyon counties. Vehicles must be returned to VRT refueled, so gas costs are not included in the GoRide vehicle sharing rates shown in Table 3.

Table 3: GoRide Vehicle Sharing Cost for Participating Members (plus gas)

Days	Miles				
	0 to 50	51 to 100	101 to 150	150 to 200	201 to 500
1	\$33	\$45	\$57	\$69	\$81
2			\$77	\$89	\$101
3			\$97	\$109	\$121
4				\$129	\$141
5				\$149	\$161
6					\$181
7					\$201
For vehicles driven more than 500 miles, the cost is determined on a per mile basis:					
Maintenance & Insurance			Administration		
(\$0.24 x Miles) + (\$4.80 x Days) + Gas					

- 7.1.2. Annual Participating Members reserve a vehicle for a set number of days per week for a year and pay a monthly or quarterly fee. Usage over multiple weeks is calculated by the number of days per week the vehicle is used and the weekly mileage. Vehicles must be returned to VRT refueled,

so gas costs are not included in the GoRide vehicle sharing rates shown in Table 4.

Table 4: GoRide Vehicle Sharing Cost Annual for Annual Participating Members (plus gas)

Days per Week Member Uses Vehicle	Base Annual Cost
1	\$4,212
2	\$5,252
3	\$6,292
4	\$7,332
5	\$8,372
6	\$9,412
7	\$10,452

7.1.3. Annual Donating Members have a vehicle that is not needed seven days a week. An Annual Donating Member may donate their vehicle to the Vehicle Sharing Program in lieu of paying the yearly member fee (i.e. the Base Annual Cost in Table 4).

7.2. **Village Van** – Provides low income job access transportation for individuals who have been referred by local human service agencies. Fares are shown in Table 5.

Table 5: Village Van Fares

Village Van (passengers qualified through human service agency referral)	\$1.50 per pass (one ride)
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7.3. **Volunteer Driver Reimbursement Program** – Provides transportation for individuals with mobility needs. Fares are shown in Table 6.

Table 6: Volunteer Driver Reimbursement Program Fares

Volunteer Driver (passengers qualified through human service agency referral)	\$3.00 per eight (8)-mile segment
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8. Vanpool Fares

RESERVED

9. Bikeshare Fares

9.1. GreenBike users must be 16 years or older to use bikeshare in Boise. Riders under 18 must ride with an adult for supervision.

9.2. Bikeshare fares are shown in Table 7.

Table 7: Boise GreenBike Program Fares

Fare Media	Membership Fees	Usage Fees
Pay As You Go	Not Applicable	\$5/hour Out-of-hub fee: \$2
Monthly Membership	\$15/month	Overage fee: \$4/hour

	Daily free time: 1 hour	Out-of-hub fee: \$2
Annual Membership	\$70/year Daily free time: 1 hour	Overage fee: \$4/hour Out-of-hub fee: \$2
Premiere Member Annual Membership	\$100/year Daily free time: 90 minutes	Overage fee: \$4/hour Out-of-hub fee: \$0
Student Annual Membership	\$46/year Daily free time: 1 hour	Overage fee: \$4/hour Out-of-hub fee: \$2
Student Semester Membership	\$25/semester Daily free time: 1 hour	Overage fee: \$4/hour Out-of-hub fee: \$2
Senior and Military Members	20% discount on monthly and annual membership	

- 9.3. After 7 days, usage fees are tabulated and billed to the credit/debit card on file.
- 9.3.1. Hourly and overage fees are calculated in fractions of an hour.
- 9.3.2. The user has the option to return the bike to a hub location or may pay a \$2 surcharge to end the trip outside of a hub location.
- 9.3.3. Riders who pick up a bike at a non-hub location and return it to a hub location receive a \$1 credit.
- 9.4. Boise GreenBike monthly and annual members may use their membership benefits with the Mountain Rides Bike Share Program and vice versa.

10. Discount Fare Identification Card

RESERVED

11. Inter-Agency Agreements

RESERVED

12. Special Fares

12.1. VRT Employee Passes

Current VRT employees may use their employee IDs as a bus pass at no charge on all fixed-line services. Employees may also obtain 1-Year Passes for their spouse and immediate family members living in their households at no charge. These passes must be requested through their managers or VRT Human Resources.

12.2. VRT Board and Regional Coordination Council Members

VRT Board members and members of the Regional Coordination Council may obtain a 1-Year Pass, which must be renewed each year, at no charge. These passes are issued on smart cards and include the individual's picture.

12.3. Jurors

Jurors who display a summons valid for the day of travel may travel at no charge on all fixed-line services.

12.4. Lifetime Passes

Lifetime Passes are available to retired employees, for themselves and their spouse, if requested through VRT Human Resources. The individual's picture is included on these passes.

At their discretion, the VRT Board of Directors may award free lifetime passes for travel on all fixed-line services to honor individuals or as promotions.

12.5. Temporary, Promotional, and Experimental Fares

VRT shall have the ability to set temporary, promotional and experimental fares.

Temporary, promotional and experimental fares are defined as fares implemented for

no more than six months for marketing purposes or to test the viability of a new fare product. These fares, because of their short term/temporary nature, are not included in this tariff.

13. Special Fare Programs

13.1. **Employer and Ridership Programs** – These programs provide options for employers, colleges/universities, and Boise high schools to buy fixed-line fare products for their employees and students. There are three programs:

13.1.1. **Employer Pass Discounts** – Private employers, social service agencies, and government agencies may purchase 31-Day and 3-Month passes for their employees/clients at a 12.5% discount, as shown in Table 8. Employers must submit a request and be approved prior to purchasing these passes.

13.1.2. **Employer Program (ValleyRide Premium Pass)** – This program is available to all employers that enter into a contract with VRT to provide annual passes for all of their employees. The annual contract price is \$400 per full-time equivalent rider, as shown in Table 8. Full time bus riders are defined as those employees who use the system three (3) times a week or more.

For an employer that is new to the program, employees are surveyed to determine how many current full time bus riders there are. In subsequent years, full time ridership is calculated using actual ridership data for the previous year.

Smart cards are issued to employees to provide proof of participation in the program and must be tagged at the farebox on boarding.

13.1.3. **Ridership Program** – This program is available to employers and colleges/universities/schools that enter into a contract with VRT to provide annual passes for all of their employees/students. Contracts are negotiated with each organization. Under these agreements, discounted rides are provided and the fee established in each contract is billed annually. VRT negotiates a rate per ride or establishes a flat rate for the organization and then bills the entity in arrears. Employees/Students show their employee/student IDs on boarding and bus operators record each boarding at the farebox. Stickers may be affixed to IDs to indicate that the ID is valid for the current year.

13.2. **Special Fare Program Pricing** – Table 8 lists the prices and fare products that are available through the employer and college/university/school programs that are available for Local and Universal fixed-line services.

Table 8: Employer and Ridership Programs

Fare Program	Local	Universal
Employer Pass Discounts		
31-Day Employer Pass	\$32.00	\$62.00
3-Month	\$82.00	\$158.00
ValleyRide Premium Pass (employer program)	\$400 per current rider Provides passes for all employees	
Ridership Program (employer and university program)	Price negotiated Provides passes for all employees/students	

- 13.3. **Non-Profit Agency Fares** – Non-profit organizations that provide a not-for-profit service for their clients may purchase fixed line bus passes for their clients at a 25% percent discount, as shown in Section 13.1, or may contract with VRT for a greater discount based on the contract amount, as shown in Table 9. Non-profit organizations must submit a requests and be approved prior to purchasing non-profit passes.
- 13.4. **Non-Profit Agency Fare Pricing** – Table 9 lists the prices and fare products that are available for Local and Universal fixed-line services through the non-profit agency fare programs.

Table 9: Non-Profit Agency Fares

Fare Product	Local	Universal
One-Day Pass	\$1.50	\$2.25
31-Day Non-Profit Agency Pass (clients)		
Adult	\$27.00	\$52.00
Student/Senior/Disabled/Medicare	\$18.00	\$35.00
3-Month Non-Profit Agency Pass (clients)	Price negotiated Provides passes for all employees/students	
Adult	\$70.00	\$135.00
Student/Senior/Disabled/Medicare	\$46.00	\$90.00
Non-Profit Annual Contract		
Contract value: \$5,000 or more	30% discount on any fare type	
Contract value: \$10,000 or more	50% discount on any fare type	

14. Fare Sales

Fixed-line cash fares may be paid at fareboxes on boarding. Prepaid fares are products that may be purchased in advance, prior to boarding.

14.1. On-Board Sales

- 14.1.1. Single Trip fares may be paid on boarding using cash at the bus farebox.
 - 14.1.1.1. Exact fare is required on Canyon County and inter county buses.
 - 14.1.1.2. Fareboxes on Ada County buses accept \$1, \$5, \$10, and \$20 bills and issue change on Stored Value Cards for riders who do not have the exact fare.
- 14.1.2. One-Day Passes may be purchased on-board by depositing the price of a One-Day Pass in the farebox.

14.2. Prepaid Sales

- 14.2.1. One-Day Passes are available at the ACHD Commuteride office.
- 14.2.2. 31-Day Passes and Stored Value Cards are available at VRT pass sales outlets.
- 14.2.3. 3-Month, 6-Month, and 1-Year Passes are sold at the VRT Meridian office.
- 14.2.4. 1-Year Passes are issued on extended use smart cards and require a photograph of the pass holder. Photographs are taken at the VRT Meridian office. Special arrangements may be made for riders who are unable to get to the VRT office.
- 14.2.5. 6-Month and 1-Year Passes are sold during the first full week in October and the first full week in April.

14.3. Prepaid Fare Activation and Use

Riders activate pre-purchased, magnetically encoded One-Day Passes, 31-Day Passes, 3-Month Passes, 6-Month Passes, and Stored Value Cards by inserting the fare media into the card slot on the farebox. On subsequent boardings, pass users slide the pass through the card reader on the farebox and Stored Value Card users insert the card into the card slot. Riders with a 1-Year pass tag the plastic smart card on the card reader on the farebox to activate the pass and on subsequent boardings.

14.4. Prepaid Fare Expiration Dates

14.4.1. 3-Month Passes are valid for one year from date of issue.

14.4.2. All passes except 1-Year Passes expire two years from the date of purchase.

14.4.3. 1-Year Passes are valid for 12 months from the start date, which is programmed at the time the pass is purchased.

14.5. Non-Profit Agency and Employer Passes

14.5.1. Non-Profit Agency client passes and Employer Program passes may be purchased at the VRT Meridian office or through the mail.

14.5.2. Students at Boise State University, College of Western Idaho, and City of Boise senior high schools use their student ID cards as proof of eligibility to board.

14.5.3. Employees of these organizations use their employee ID cards as proof of eligibility to board. Other employees use VRT passes purchased by their companies. A list of organizations that participate in the VRT pass programs is provided in Section 16.1.

14.6. Refunds

Refunds are not available for any pass.

14.7. Lost or Stolen Passes

14.7.1. Day Passes, 31-Day Passes, 3-Month Passes, and Stored Value Cards will not be replaced.

14.7.2. Annual passes and passes issued under the Employer Program that are lost or stolen can be replaced for a \$5 fee. Replacements are handled by the VRT Regional Office in Meridian.

14.8. Credit/Debit Card Acceptance

14.8.1. VRT accepts credit/debit cards at the VRT Regional Office in Meridian and at some pass sales outlets. Credit/debit cards are not accepted on ValleyRide buses for fare payment.

14.8.2. The minimum credit/debit card transaction is \$10. Handling fees are assessed on all credit/debit card purchases:

- \$1.00 for purchases up to \$20.00
- \$2.00 for purchases between \$20.01 and \$60.00
- \$4.00 for purchases of \$60.01 and higher

15. Fare Revenue Performance Targets

Resolution VBD08-001 approved by the VRT Board of Directors on January 16, 2008 established performance targets for VRT fixed-line service fare revenues. The following performance targets are established in Policy #13.12.00:

15.1. **Fare Recovery Targets** – The fare recovery targets set a range for the share of operating costs for each service type that must be covered by fare revenue, where fare recovery is calculated for each service type as:

Service Type Fare Revenue divided by Service Type Operating Cost

Fare Recovery targets are as follows:

15.1.1. Local Bus Service: 16%-20%

15.1.2. Inter county Limited Express Routes: 25%-30%

15.2. **Average Fare Targets** – The average fare targets set values for average fare per boarding by service type, where average fare is calculated for each service type as:

Service Type Fare Revenue divided by Service Type Boardings

Average Fare Targets are as follows:

15.2.1. Local Bus Service: \$0.70

15.2.2. Inter county Limited Express Routes: \$0.85

16. Exhibits

16.1. Pass Program Participating Organizations



AUTHORIZATION FOR EXPENDITURE EXECUTIVE BOARD APPROVAL

PROCUREMENT DESCRIPTION: Purchase of Tires and Tire Related Services – Canyon County System		TOTAL COST: \$200,000	
<p>PURPOSE/ACTION: Valley Regional Transit is requesting the VRT Board review and approve an award of a contract to provide tires and tire related items and services for the Canyon County Transit System. VRT Finance and Operations Departments have determined that continued leasing of tires through a tire leasing company is not in the best interest of VRT from the perspectives of total cost, service, and safety.</p> <p>SCOPE OF WORK: Contract for the procurement of tires and tire related items and services is for a two (2) year period of time commencing on August 9, 2017, with an option to renew (upon mutual agreement of both parties) for additional one (1) year periods of time / three (3) additional one (1) year renewals are possible.</p> <p>DISCUSSION: The vendor relationship established to perform the replacement of tires and related tire servicing needs is a critical success factor in delivering safe, efficient, and effective fixed line and demand response transit operations within the Canyon County Transit System.</p> <p>ALTERNATIVES: The alternative would be to continue on with the Tire Lease Agreement with Goodyear Tire and Rubber Company for the remainder of the lease term. The tire lease arrangement has not proven to be cost effective for Valley Regional Transit. Service provided by the lessor firm has not achieved expectations.</p> <p>FISCAL IMPACT: Funding for the remaining portion of fiscal year is available in the approved FY2017 budget to cover expenditures through the end of the fiscal year. Historically, VRT has requested approval from the VRT Board on an annual basis for tires, tubes, and tire-related services expenses within the materials and supplies category of the Canyon County Transit System developed budgets. The Contract is not to exceed \$200,000 over a five year contract period, which includes the option years.</p> <p>RECOMMENDATION/JUSTIFICATION: On March 21, 2017, Valley Regional Transit issued RFB 2017-03-21, requesting proposers submit bids for the procurement of tires and tire items and related services for the Canyon County System by April 14, 2017. Five (5) firms were on VRT's Bidder List. VRT Procurement and Operations staff analyzed and ranking the returned bid packages in relation to the RFB compliance requirements and pricing schedules submitted by each respondent bidder. The Bid packages were reviewed and ranked from a responsiveness and pricing standpoint on April 17, 2017. Commercial Tire, Inc. 450 E. Gowen Road Boise, Idaho 83716 was determined to be the lowest responsible bidder under RFB 2017-03-21.</p> <p>POST RFB/FINAL SELECTION OF PROJECT: On 04/03/17, the VRT Board of Directors delegated the authority of the tires and tire items and related services contract approval to the Valley Regional Transit Executive Board with a not to exceed amount of \$200,000 per Resolution VBD17-009. VRT staff recommends the Executive Board approve Resolution VEB17-006 to approve awarding the contract for Tires and Tire Items and Related Services-Canyon County System to Commercial Tire, Inc. with a not to exceed amount of \$200,000 over a five (5) year period.</p>			
ROUTING #	ORDER OF REVIEW	DATE APPROVED	RESOLUTION #
1	EXECUTIVE DIRECTOR		
2	EXECUTIVE BOARD Approves procurements over \$50,000 but under \$75,000.	On agenda 07/10/17	VEB17-006
3	VALLEY REGIONAL TRANSIT BOARD Approves all procurements over \$75,000.	04/03/17	VBD17-009-authorized Executive Board to approve

EXECUTIVE BOARD RESOLUTION

Tires and Tire Related Services – Canyon County System RESOLUTION VEB17-006

BY THE EXECUTIVE BOARD OF VALLEY REGIONAL TRANSIT APPROVING THE PROCUREMENT OF TIRES AND TIRE ITEMS AND RELATED SERVICES FOR FIXED ROUTE AND DEMAND RESPONSE OPERATIONS IN THE CANYON COUNTY SYSTEM

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

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

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

WHEREAS, the operations of the Canyon County Transit System requires the procurement of tires and tire items and related services to maintain safe, effective, and efficient transit operations; and

WHEREAS, VRT Finance and Operations Departments have determined that continued leasing of tires through a tire leasing company is not in the best interest of VRT from the perspectives of total cost, service, and safety; and

WHEREAS, the Valley Regional Transit 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 in compliance with all local and FTA requirements; and

WHEREAS, the required 10-Day protest period was completed without a protest, following the issuance of the Notice of Intent to Award on April 25, 2017; and

WHEREAS, on 04/03/17, the VRT Board of Directors delegated the authority of the tires and tire items and related services contract approval to the Valley Regional Transit Executive Board with a not to exceed amount of \$200,000. – Resolution VBD17-009; and

VEB17-006

WHEREAS, Valley Regional Transit included the budget for this expenditure in the fiscal year FY17 Budget - Resolution VBD16-011 approved 07/11/16; 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

WHEREAS, the Board of Valley Regional Transit has conferred upon the Executive Board the power to review and approve certain transactions in conformance with the procurement policy of the Authority pursuant to Resolution 2003-025, all such power has been conferred for the carrying out the purpose of Chapter 21, Title 40, Idaho Code and discharging all powers and duties conferred to Valley Regional Transit pursuant to Chapter 21, Title 40.

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

Section 1. That the Executive Board awards the yearly contract for the procurement of tires and tire items and related services for the Canyon County System to Commercial Tire, Inc., 450 E. Gowen Road, Boise, ID 83716.

Section 2. That the Executive Board delegates authority to the Executive Director 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 10th day of July, 2017.

APPROVED by the Executive Board Chair this ___ day of _____, 2017.

ATTEST:

APPROVED:

SECRETARY

CHAIR OF EXECUTIVE BOARD



TOPIC: Title VI Program Update

DATE: June 26, 2017

Summary:

Valley Regional Transit (VRT) is required to submit a Title VI Program report every three (3) years. The last report was submitted in September 2014; therefore, a new report will be created and submitted to the Federal Transit Administration August 1, 2017.

The contents of the Title VI report will include the following;

- Demonstration of our compliance to FTA policies about non-discrimination and procedures
- Public participation plans
- Analysis of boards and decision making bodies
- Language assistance plan
- Service standards and policies
- Review of grants and certifications
- Review of existing service equity
- Review of service changes and the equity of their impact

VRT staff will be working with FTA staff to ensure the development of the Title VI plan is in accordance with federal guidance and will result in equitable services.

The Title VI report documents the efforts of VRT, the regional public transportation authority of Ada and Canyon counties, to provide a level of transit service that is fairly distributed to all of the authority populations to the extent possible. The content and organization of the report is based on the guidelines of FTA Circular FTA C 4702.1B (October 1, 2012), —Title VI Requirements and Guidelines for Federal Transit Administration Recipients.

The Title VI document can be viewed at the following weblink:

<http://www.valleyregionaltransit.com/Portals/0/committees/TitleVIDocument.pdf>

Staff Recommendation/Request:

Action Item - Staff requests the recommendation of approval of the Title VI document to the Executive Board.

Implication (policy and/or financial):

No financial implications at this time.

Highlights:

Completed:

- October 2014 – Title VI Program Update
- May 6, 2016 – Final Response and Plan to FTA on Corrective Actions
- April 18, 2016 - Presentation of current Title VI program documents to Regional Coordination Council (RCC) for information.
- May 1, 2016 - Presentation on proposed update to the Title VI Program documents to RCC and Executive Board for information and review.
- June 20, 2017 - Presentation of draft Title VI Program documents to Regional Coordination Council (RCC) for recommendation of approval to Executive Board.

Upcoming:

- July 10, 2017- Presentation on final Title VI Program documents to Executive Board for approval.

More Information: Stephen Hunt, Regional Planner, 208.258.2701,
shunt@valleyregionaltransit.org



TOPIC: Small Urban 5307 Program Considerations

DATE: June 30, 2017

Summary:

Valley Regional Transit is the designated recipient of Federal Transit Administration funding under the small urban Section 5307 program. These funds are available for projects that serve the cities of Nampa, Caldwell and Middleton. They are eligible for projects that include operations, planning, mobility management, equipment, and capital infrastructure. The VRT Board of Directors has the responsibility to program the federal funding under this program. The projects must be programmed in the Transportation Improvement Program that is concurrently adopted by COMPASS and the Idaho Transportation Department.

The table below shows the current projects programmed in the small urban Section 5307 program. There is currently \$95,000 in un-programmed funding available for projects in FY2018.

Project Description	Project Year	Key Number	Total Cost	5307 SU	Local Match
Operations	FY18	18786	\$ 1,302	\$ 651	\$ 651
Preventative Maintenance & Demand Response	FY18	18914	\$ 301	\$ 241	\$ 60
Provide Capital for Rolling Stock, Infrastructure & Technology	FY18	18781	\$ 190	\$ 152	\$ 38
Planning for Admin Support & Mobility Administration	FY18	18842	\$ 374	\$ 299	\$ 75
Pathway, Historic N. Nampa Pathway, Nampa	FY18	19959	\$ 16	\$ 13	\$ 3
Transit - ADA, Nampa (TVT Above & Beyond)	FY18	20043	\$ 500	\$ 400	\$ 100
Commuterride Replacement and Expansion Vehicles, Canyon County	FY18	20153	\$ 693	\$ 554	\$ 139
			\$ 3,376	\$ 2,310	\$ 1,066
Control Total				\$ 2,405	
Difference				\$ 95	

VRT staff received a request for additional funds from the program to help Safe Routes to School cover annual costs in their program. This program has always ranked the highest in its category and requires \$75,000 additional funds to maintain current operations in Canyon County. They currently have \$55,000 in funds.

The Middleton Park & Ride project was bid in June 2017. There was only one bid on the project that came in over budget by 25%. The project scope has been revised and VRT and Middleton are hoping to be able to receive more bids when the project is released again. The engineer of record has reviewed the cost estimate based upon the current bid and other bids in the region and revised/increased the cost estimate by \$245,000.

This amount is not included in the current budget for the project. We are hoping for better bids, but may have to consider finding additional funding to complete the project. We should know by the August Executive Board meeting.

College of Western Idaho will be improving the roundabout and approach road at Terra Linda Way and Idaho Center for their main campus in Canyon County in FY18. Based upon the current construction climate, other project budgets we anticipate this project may also come in over budget and may need to look at finding additional funding to address a possible budget shortfall.

Staff Recommendation/Request:

Staff requests that the Executive Board recommend modifying the current small urban 5307 program to add \$75,000 for Safe Routes to School. We will need to forward that request to be included in the public outreach for the Transportation Improvement Program.

We may need to revisit the small urban program at a future meeting to address any additional budget shortfalls found in the current program.

Implication (policy and/or financial):

The additional funding for Safe Routes to School will keep that program at current operations in Canyon County. There may be additional changes to consider in future meetings to meet the funding needs of other approved projects that are in the current pipeline. There may also need to be changes made to the VRT FY2018 budget that will be addressed in future budget amendments.

VRT will work with COMPASS to update the TIP, complete the required public outreach, and amend the TIP over the next few months.

Highlights:

- Capital Plan FY17 approval – July 11, 2016
- VRT Board of Directors TIP approval – January 4, 2016

More Information: Contact: - Rhonda Jalbert, Development Director, 258-2707, rjalbert@valleyregionaltransit.org

**VALLEY REGIONAL TRANSIT
FY2017-18 PROCUREMENT CALENDAR
EXECUTIVE BOARD / VRT BOARD**

ITEM V-A

Goods/Service <i>(Note 1)</i>	Total Procurement Amount	Potential Exec. Board Action	Potential VRT Board Action	Comments
Ada and Canyon County Transit Management Contracts	Ada - \$1,549,733 Canyon - \$1,085,908		September 25, 2017	Contract for the operation and management of the Ada and Canyon County transit systems by contractors.
Annunciators	\$400,000		September 25, 2017	Purchase of annunciators for both Ada and Canyon County fixed route vehicles.
Radio Dispatch Equipment & Maintenance	\$150,000		September 25, 2017	Radio Dispatch Motorola Equipment & Maintenance Service for the Ada and Canyon County Systems. Three (3) year contract with two (2) possible one-year extensions.
CNG Compressors and Sensors – Preventative Maintenance	\$150,000		September 25, 2017	PSA contract for preventative maintenance of CNG Compressors / CNG Detection System in both the Ada and Canyon County Systems. Three (3) year contract with two (2) possible one-year extensions.
Comm. Transportation (CT) Vehicles	\$150,000		September 25, 2017	Purchase of two (2) CT vehicles for the VRT Mobility Programs. Purchase dependent upon securing local funding.
Fire Suppression System & Extinguisher Service	\$100,000		September 25, 2017	Transit Vehicle / Facility Fire Suppression System Maintenance & Extinguisher Service for the Ada and Canyon County Systems. Three (3) year contract with two (2) possible one-year extensions.
Phone System	\$80,000		September 25, 2017	Phone System for VRT Regional in order to facilitate customer service and scheduling needs of the Authority.
Original Equipment Manufacturer (OEM) Ford Parts – Ada County System	\$74,000	September 25, 2017		Purchase of OEM Parts from an authorized Ford Distributor.
Capital Infrastructure – CWI Roundabout	\$779,000		January 8, 2018	Amount is for both design and construction. Presently, awaiting National Environmental Policy Act (NEPA) Report.
Capital Infrastructure – HDTC Exterior Remodel	\$215,000		January 8, 2018	May need to request VRT Board to delegate to the Executive Board due to the timing of construction.

(Note 1) – TNC Late Night Access Procurement (\$300,000 approx.) may materialize dependent upon a grant being awarded.