



# Interurban Transit Partnership

## Board Members

### **Mayor Gary Carey, Chair**

Charis Austin  
Mayor Katie Favale

Rick Baker  
Steven Gilbert  
Robert Postema

Mayor Rosalynn Bliss  
Andy Guy  
Terry Schweitzer

### **David Bilardello, Vice-Chair**

Mayor Stephen Kepley  
Jack Hoffman  
Paul Troost

Tracie Coffman  
Mayor Steve Maas

## **BOARD OF DIRECTORS MEETING**

**Wednesday, September 27, 2023 – 4:00 p.m.**

**Rapid Central Station Conference Room (250 Cesar E Chavez, SW)**

## AGENDA

	<u>PRESENTER</u>	<u>ACTION</u>
<b>1. PUBLIC COMMENT</b>		
<b>2. MINUTES REVIEW – August 23, 2023</b>	Mayor Carey	Approval
<b>3. CEO'S REPORT</b>	Deb Prato	Information
<b>4. ACTION ITEMS</b>		
a. On-Call Survey Firm	Kevin Wisselink	Approval
b. Furniture for Ellsworth	Kevin Wisselink	Approval
c. Proposed 2024 Board and Committee Meeting Schedule	Deb Prato/Kris Heald	Approval
<b>5. PERFORMANCE REPORTS</b>		
a. Paratransit Route Ridership	Jason Prescott	Information
1. August 2023		
2. On-Demand		
b. Fixed Route Ridership	Max Dillivan	Information
1. July 2023		
2. August 2023		
c. Finance	Linda Medina	Information
1. Operating Statement – July 2023		
2. Professional Development and Travel Report		
a. July 2023		
3. Grant Statement		
<b>6. INFORMATION</b>		
TMP Peer Review	Nick Monoyios	Information
<b>7. CHAIR'S REPORT</b>	Mayor Carey	Information
<b>8. COMMITTEE MEETING UPDATES</b>		
a. Planning & Technology Committee September 11	Terry Schweitzer	Information
b. Present Performance & Service Committee September 19	David Bilardello	Information
c. Finance Committee August 16	Mayor Kepley	Information
<b>9. ADJOURNMENT</b>		

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**BOARD OF DIRECTORS MEETING MINUTES**

**Wednesday, August 23, 2023 – 4:00 p.m.**

**Rapid Central Station Conference Room (250 Caser E Chavez SW)**

**ATTENDANCE:**

Board Members Present:

David Bilardello, Mayor Kepley, Mayor Bliss, Mayor Favale, Steven Gilbert, Rick Baker, Andy Guy, Charis Austin, Tracie Coffman, Jack Hoffman, Mayor Maas, Paul Troost, Terry Schweitzer

Board Members Absent:

Mayor Carey, Robert Postema

Staff Attendees:

Steve Clapp, Nancy Groendal, Kris Heald, Deron Kippen, Linda Medina, Nick Monoyios, James Nguyen, Jason Prescott, Andy Prokopy, Steve Schipper, Mike Wieringa, Kevin Wisselink

Other Attendees:

Debra Cooper, Peter Sillanpaa, Melvin Turnbo, Michelle Martin, Lamont Mallet, Abe Riley, Patrick Lynch, Justin Grala, Wardell Frazier, David Bulkowski, Michael Williams, Clover Brown, JoAnn Merriweather, Jeffrey King, Aram Francis, Kevin Tracy, Zeke Mickens, Mike Pranger, Jorge Casarez, Sidney Witherspoon, Max Dillivan

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Chairman Mayor Carey was absent.

Vice Chairman Mr. Bilardello called the meeting to order at 4:02 p.m.

**1. PUBLIC COMMENT**

There were five (5) people who signed up to make public comments.

Ms. Debra Cooper. She has been a bus operator for The Rapid for nine (9) years. She feels bus operator morale is low due to other departments receiving a wage increase within the last year. She noted UPS starting pay is \$41/hour. Her question to the board is what is going to be done to retain our current bus operators, and the drivers want to know why you feel they are not an important part of this company.

Mr. Patrick Lynch. He noted some of his comments were stated by Ms. Cooper. He referenced a handout (attached to these minutes), which is a worksheet from the last two (2) weeks. The part highlighted in red are the volunteers who work day in and day out to make sure the buses are running. Starting August 28<sup>th</sup>, we are going to be thirty-nine (39) drivers short, which equates to 11,560 hours of work that needs to be covered. Mr. Lynch stated we are asking for a pay increase. We don't want to barter or beg. Currently, the union is in negotiations with the Administration regarding a 3% increase in pay and an incentive of \$1.00 if you work according to your schedule. He feels it is unfair that many drivers work overtime and if

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they need to come off their shift the incentive is lost. He hopes that we can see past incentives and be paid what they're worth.

Mr. Justin Grala. He noted some highlights from the new UPS contract. Wage increases for full-time workers are at a top rate of \$49/hour which makes the US Teamsters the highest-paid delivery drivers in the nation. They do not have forced overtime, and they will gain MLK as a full holiday. He added the labor market is extremely hot right now and there are better-paying jobs readily available. The reason he has stayed at The Rapid is because he has decent seniority and does not have to deal with split shifts, and he likes serving the public. He learned recently about the proposed incentive plan and feels it is an insult. He feels like it is foreshadowing for the upcoming contract negotiations. He added it was a poorly thought-through proposal and the timing may be seen as inappropriate given the current labor market and political environment as well.

Mr. David Bulkowski, Disability Advocates of Kent County, is also a resident of the City of Grand Rapids. The impetus for his being here today was the end of the Cascade Township service. The focus of this is the residents in the six cities. When looking at the Transit Master Plan (TMP) how do we really look at how we serve all our residents and where they need to go? Mr. Bulkowski is working with the people who are negatively impacted by the decision of the township based on the negotiations with The Rapid. We are working with the township to provide service, but the downside is there will be specialized service for township residents to come here and go home, but there won't be specialized service for the residents of the six cities to go to Cascade Township and come home. When you review your policies, for instance, GO!Bus; why not sell GO!Bus?

We made the decision as an organization to move into a township. We are a part of Special Olympics Michigan. Our township ended its contract a year ago and we as Disability Advocates get to raise \$50,000 to pay for that contract. The countywide mobility task force will be kicking off this fall. Mr. Bulkowski desperately implores all of us to be a part of that so the people on the inside of the county line will have a truly seamless solution for every bit of Kent County.

Mr. Michael Williams, Disability Advocates of Kent County. He echoes Mr. Bulkowski's sentiments. This really is about the people of the six cities. There are many medical specialists outside the six cities and our people need to get there. Hope Network and other resources just do not meet the demand. He feels we need to sell GO!Bus or at least revisit that policy. Additionally, he wished to thank Arslan and Adam specifically as there has been construction near Special Olympics, and the stop was cut for the detour. It created problems for many of their consumers. Yesterday afternoon Mr. Williams messaged dispatch with an alternative route solution. The suggestion was reviewed and implemented today, and he is grateful for that.

Mr. Williams inquired about some stations in the 49507 district that have been missing seats for a couple of years, Burton Heights, and Franklin Heights stations. The lack of seating creates an inconvenience and a burden for residents, especially those with mobility issues. It also creates barriers within the pedestrian lanes because there are no designated areas to walk. He would like to know when to expect those seats to be reinstalled.

NOTE: The Settlement Agreement handout was provided to Ms. Heald by Bus Operator, JoAnn Merriweather, however, no public comment was made regarding it.

## 2. MINUTES REVIEW – July 26, 2023

Mr. Bilardello entertained a motion to approve and submit the meeting minutes of July 26, 2023. Mr. Schweitzer motioned to approve, and Mayor Maas supported it. The motion passed unanimously.

## 3. ACTION ITEMS

### a. Adopt FY 2024 Operating and Capital Budget

Ms. Medina presented the Operating Budget.

The Operating Budget is \$56M and the proposed Capital Budget is \$29.9M for a total of \$85.9M.

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Ms. Medina thanked the leadership team and the Finance team for all the work done in putting this budget together.

Ms. Medina noted just before the July 28<sup>th</sup>, Board Budget Workshop, the Rapid received word from the Governor's office that State Operating Assistance had increased to 34.3056%. In the original budget plan, we budgeted a conservative 29%. This change is a one-time apportionment.

This increased our revenues from \$47.8M to \$50.5M which equates to a \$2.7M increase. Our deficit changed as well from \$8.2M to a reduction of \$5.4M. Expenses and Capitalized Operating both stayed the same. The deficit in the five (5)-year projection changed for FY 27/28. The gap for FY 27/28 was \$3.7M and is now reduced to \$1.1M.

Capital Operating Budget:

Mr. Wisselink started his comments by thanking his team and the leadership team for all their help with the budget.

Mr. Wisselink noted that what was brought to the board in July has not changed. Most of the line items are standard capital expenses. The one significant exception would be the Lo/No Grant.

Mr. Bilardello entertained a motion to approve and adopt the FY 2024 Operating and Capital Budget. Mayor Kepley motioned to approve, and Mayor Bliss supported it. The motion passed unanimously.

**b. Incident Reporting Software**

Mr. Wieringa is requesting authorization from the board to enter a five (5) year Software as a Service (SaaS) contract with Trackit in the amount of \$176,744 for the provision of an Incident Tracking Software program.

Mr. Bilardello entertained a motion to approve the five (5) year Software as a Service (SaaS) Contract with Trackit. Mr. Hoffman motioned to approve, and Mr. Gilbert supported it. The motion passed unanimously.

**c. Purchase Ten (10) CNG 40' Fixed Route Buses**

Mr. Clapp is requesting authorization from the board to purchase ten (10) Compressed Natural Gas (CNG) 40' Fixed Route buses from the Gillig Corporation in the amount of \$7,885,830 with the addition of \$100,000 in contingency (\$10,000 per bus) to add new technology or safety enhancements should they become available.

Mr. Bilardello noted for the record that we are replacing diesel-powered buses. Mr. Clapp confirmed yes that these buses will be replacing diesel-powered buses.

Mayor Kepley asked if this was a conservative number. Can these vehicles have a more useful life yet?

Mr. Clapp confirmed the buses have reached their useful life. He stated this is a transit industry standard that buses are replaced at the twelve (12) year, 500,000-mile mark. The major components are at or past their useful life.

Mayor Kepley asked what the failure point for the buses is.

Mr. Clapp answered that engines, transmissions, and differentials, are a second replacement. Also, the aluminum body panels get corrosive from the climate conditions.

Mayor Kepley asked if there have been any discussions with peers in the industry and if there is anything we can do to get a more useful life out of the buses.

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Mr. Clapp said there is some discussion to investigate a 14-year life cycle at agencies in the southern states, but in the northern territory, most are at the 12-year mark. Gillig does make improvements to the body panels, the fasteners, the frame, and the aluminum body components which act like a buffer to help resist corrosion. There is movement within the industry, but they are just not there yet.

Mr. Guy asked what percentage of the fleet remains diesel engine buses. And I see there is a \$10,000 contingency per bus to add new technology and safety enhancements if they become available. Are we anticipating that these will become available as we purchase these vehicles?

Mr. Clapp answered that 31% of the fleet is diesel, 69% is CNG. The items we would look for contingency would be a collision avoidance system, and mirrors or cameras that monitor inside the bus that would help with safety.

Mr. Bilardello wished to clarify the 31% diesel bus-69% CNG bus split: is that today or after the purchase?

Mr. Clapp confirmed it is today. He also confirmed that we are getting rid of 22 buses. Next year the spare ratio will be drastically better as ten (10) buses will be replaced, and eleven (11) buses will not be replaced.

Mr. Bilardello entertained a motion to approve the purchase of ten (10) Compressed Natural Gas (CNG) 40' buses. Mayor Bliss motioned to approve, and Mayor Favale supported it. The motion passed unanimously.

#### 4. PERFORMANCE REPORTS

##### a1. Paratransit Route Ridership – July 2023, Jason Prescott

Mr. Bilardello asked Mr. Prescott what the notable change was to the paratransit ridership report. Mr. Prescott replied after reviewing the report he noticed a change to the non-disabled senior number which would impact the total paratransit ridership count, so the update was made. (Handout included with these minutes).

Mr. Schweitzer asked for an update and the progress with Transdev regarding on-time pickups and drop-offs.

Mr. Prescott replied the two (2) biggest hurdles recently for on-time performance are hiring and retaining drivers. The current number of drivers is 60 full-time and 20 part-time. We are still short of 12 drivers. The other hurdle is the fleet. Mr. Clapp is working with the manufacturers. The useful life of this fleet is being pushed farther than should be.

We just completed 3<sup>rd</sup> Quarter. The on-time performance is at the highest since inception. Ecolane has been giving some support and training.

##### a2. On-Demand

No comments or questions

##### b. Fixed Route Ridership – July 2023, Max Dillivan

No comments or questions.

##### c. Financial Reports

No comments or questions.

#### 5. COMMITTEE REPORTS

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**a. Planning & Technology Committee (July 17, 2023)**

Mr. Schweitzer reported that the last Planning & Technology meeting was to bring the committee up to date on the TMP. The push on public feedback is coming up in the fall. There was also an update given for Transit Demand Management (TDM) that the study has been spearheaded by the Grand Valley Metro Council (GVMC). This study is coming to an end and recommendations will be coming to the board.

Mr. Hoffman's comment was he is wondering what the future conditions are going to be. He noted that he attended Representative Phil Skaggs's fund-raiser last evening and he had a conversation with him as both are on the House Appropriations committee. Mr. Hoffman discussed with Representative Skaggs that whatever the future conditions are going to be they are not going to be these conditions. We go \$4.5 Billion in the hole every year in good repair.

**b. Present Performance & Service Committee (July 18, 2023)**

Mr. Bilardello reported that the Present Performance and Service team talked about On-Time Performance (OTP) and we are doing well with that. Construction/detours are still ongoing. The Rapid is getting good visibility through the outreach team at several events in the community this summer. The committee also discussed the changes in hiring and retaining staff, however good progress has been made.

**c. Finance Committee (June 14, 2023)**

Mayor Kepley said the good numbers were high, and the bad numbers were low. Revenues are increasing, costs are decreasing. We received additional money from the State, which is awesome. Trying to push through to the year 2027. Capitalized Operating money is \$2M. Mayor Kepley noted his appreciation for the staff for managing and budgeting the money. We are taking it year by year. At some point, we will have to renew the millage and what does that new number need to be? So far all is very good.

Mr. Bilardello asked Mr. Schipper for comments as he was acting on Ms. Prato's behalf as she was not in attendance.

Mr. Schipper wished to thank all the public speakers.

Mr. Bilardello asked each Board member for closing comments:

Mayor Kepley addressed the union letting them know we care very much and appreciate all our bus operators.

Mr. Hoffman wished to report on his conversation with Representative Skaggs of the 80<sup>th</sup> District. Here is what Mr. Hoffman put to them. Governor Whitmore campaigned on transportation funding reform, The elephant in the room is that MDOT says we need \$9M/year to keep the roads in good repair. We paid \$4.5B. Of the \$9M in repair cost, commercial trucks cause 90% of the damage. Last year, commercial trucks only paid \$500M in fuel and registration taxes less than 6% of the cost incurred. It is not possible to raise the necessary funds by increasing fuel tax. But it is possible to do so by mileage-based user fees. He asked, are you aware of any initiatives on transportation funding from the Whitmer Administration Secondly do you have any suggestions for bringing this to a head sooner rather than later? Representative Skaggs replied that nothing is going to happen before the 2024 election because it is 'too hot of a potato'.

**9. ADJOURNMENT**

The meeting was adjourned at 4:47 p.m.

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The next meeting is scheduled for September 27, 2023

Respectfully submitted,



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Kris Heald, Board Secretary

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## Interurban Transit Partnership

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DATE: August 11, 2023  
TO: ITP Board  
FROM: Jason Prescott  
SUBJECT: JULY 2023 PARATRANSIT RIDERSHIP REPORT

### Paratransit ridership information for July 2023, as compared to July 2022

	2023	2022	% Change
Total Paratransit Ridership	16,814	16,292	3.2%
ADA Ridership	13,315	12,942	2.9%
Non-Disabled Senior (NDS) Ridership	104	65	60%
PASS Ridership	148	228	-35.1%
Network 180	2,653	2,343	13.2%
Cascade Township/Funding source	118	163	-27%

### Ridership averages, as compared to 2022.

	2023	2022	% Change
Weekday Ridership	613	637	-3.8%
Saturday Ridership	209	197	6.1%
Sunday Ridership	210	177	18.6%

### Other Performance Measures

	2023	2022	% Change
On-Time Pick-Up	78.00%	79.00%	-1.3%
On-Time Drop-Off	88.00%	86.00%	2.3%
Average Cost Per Trip	\$41.40	\$31.23	32.6%



## July 2023 Paratransit Ridership and Operating Statistics

ADA	2023	2022	Change	% Change
Clients	1,155	1,193	(38)	-3.2%
Passenger Trips	13,315	12,942	373	2.9%

### NDS

Clients	15	13	2	15.4%
Passenger Trips	104	65	39	60.0%

### PASS

Clients	11	12	(1)	-8.3%
Passenger Trips	148	228	(80)	-35.1%

### CONTRACTED

Clients	0	1	(1)	-100.0%
Passenger Trips	0	32	(32)	-100.0%

### RIDELINK

Clients	233	260	(27)	-10.4%
Passenger Trips (Performed by The Rapid)	594	682	(88)	-12.9%

### TOTALS

Clients	1,414	1,479	(65)	-4.4%
Passenger Trips	14,161	13,949	212	1.5%
Average Weekday Ridership	613	637	(24)	-3.8%
Average Saturday Ridership	209	197	12	6.1%
Average Sunday Ridership	210	177	33	18.6%
All Ambulatory Passengers	11,329	11,146	183	1.6%
All Wheelchair Passengers	2,832	2,803	29	1.0%
No - Shows	412	338	74	21.9%
Cancellations	557	409	148	36.2%
<b>Transdev</b>				
Average Cost per Trip	\$41.40	\$31.23	\$10.17	32.6%
Riders per Hour	2.1	2.1	0.0	0.0%
Accidents per Month	4.0	1.0	3	300.0%

Trip Denials	0	0	0	#DIV/0!
NTD Travel Time (minutes)	28	28	0	0.0%

### NETWORK 180

Passenger Trips	2,653	2,343	310	13.2%
Average Weekday Ridership	139	117	22	18.8%

<b>TOTAL PASSENGER TRIPS</b>	<b>16,814</b>	<b>16,292</b>	<b>522</b>	<b>3.2%</b>
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### Paratransit Service Quality Statistics: network 180 Excluded

Complaints	2023	2022	% of Trips	% Change
Transdev Complaints	25	9	0.2%	177.8%

### On-Time Performance

On-Time Compliance - Pick-up	78.00%	79.00%	-1.0%	-1.3%
On-Time Compliance - Drop-off	88.00%	86.00%	2.0%	2.3%

## SETTLEMENT AGREEMENT

This **Settlement Agreement** ("Agreement") is made between the Interurban Transit Partnership ("Employer") and the Amalgamated Transit Union, Local 836 ("Union") and their successors, predecessors, subsidiaries, affiliates, related entities, past and current officers, directors, trustees, members, board members, employees, agents, attorneys and assigns in their official and individual capacities ("Parties"). In doing so, the Parties agree as follows:

**WHEREAS**, the Employer and Union are parties to a collective bargaining agreement effective from June 10, 2021 until June 9, 2024 that covers the compensation provided to the members of the Union's bargaining unit, including the Employer's Technicians and Operators, and provides rates of pay to be provided during the term of the parties agreement;

**WHEREAS**, on or about October 11, 2022, the Union filed an unfair labor practice charge with the Michigan Employment Relations Commission alleging that the Employer unlawfully repudiated the parties' agreement by unilaterally increasing the wages of its Technicians by \$3 an hour, effective October 10, 2022, said unfair labor practice charge being MERC Case No. 22-J-1927-CE.

**WHEREAS**, the Employer filed an Answer denying the allegations contained in the Charge filed by the Union.

**WHEREAS**, in exchange for consideration and promises set forth herein, the Union is willing to withdraw the unfair labor practice charge filed in MERC Case No. No. 22-J-1927-CE, with prejudice, enter into this Agreement, and amicably resolve the dispute as follows.

### AGREEMENT

The Parties agree to the following terms and conditions:

1. Upon execution of this Agreement, the Union agrees to withdraw, with prejudice, MERC Case 22-J-1927-CE.
2. Effective the first day of the pay period following the execution of this Agreement and withdrawal of the underlying unfair labor practice charge, the Employer shall increase the wages of all of its Full-Time & Part-Time Bus Operators by 3%;
3. Effective the first day of the pay period following the execution of this Agreement and withdrawal of the underlying unfair labor practice charge, the Employer will implement a perfect attendance bonus program as follows:
  - i. For every pay period in which an Operator has perfect attendance, they will receive an additional \$1 per hour for all hours worked during that pay period.
  - ii. Perfect attendance shall be defined to mean that the Operator actually works the entire shift(s) for which they are scheduled without arriving late or leaving early for any reason. However, where an individual is approved for time off and removed from the

schedule at least 24 hours in advance of any previously scheduled shift(s), the day(s) off shall not count as an absence.

- iii. While the attendance bonus will be effective the pay period following the execution of this Agreement and withdrawal of the underlying unfair labor practice charge, actual payments may be delayed for a reasonable period while the Employer updates its payroll systems to accommodate the additional payment(s).
  - iv. This attendance incentive program shall terminate automatically on June 9, 2024, unless otherwise agreed by the parties pursuant to a written agreement.
4. Existing Article XVII (Paid Personal Leave), including Section 17.03, is hereby modified to require 24 hours' notice of an absence prior to the individual's next scheduled run.
  5. Nothing in this Agreement shall be considered an admission of liability or wrongdoing by the Employer or its officers, employees, agents, or representatives; nor shall this Agreement be interpreted as such an admission.
  6. This Agreement is entered into by the Employer and Union on a non-precedent basis and arises only as the result of the specific and unique circumstances surrounding the issues involved in the aforementioned unfair labor practice proceeding. The Agreement establishes no precedent by and between the Parties, establishes no binding practice, and does not constitute a breach or modification of the collective bargaining agreement by and between the Employer and the Union unless otherwise indicated herein.
  7. This Agreement and all of its provisions are binding upon, inure to the benefit of, and are enforceable by and against, the respective successors, heirs, spouses, family members, assigns and personal representatives of the Parties.
  8. This Agreement constitutes and comprises the entire understanding of the Parties. There are no additional promises, representations, terms or provisions other than those contained herein. This Agreement shall not be amended or modified except in writing and signed by the Parties. If any provision in this Agreement is found to be unenforceable, all other provisions will remain fully enforceable.



9. The Parties have read and understand the provisions of this Agreement and agree to its terms and conditions. To indicate their assent to and acceptance of the terms of this Agreement, the Parties executed this Agreement on the dates indicated below:

Dated: August \_\_\_\_, 2023

Amalgamated Transit Union, Local 836

By: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: August \_\_\_\_, 2023

Interurban Transit Partnership

By: \_\_\_\_\_  
Steve Schipper, Chief Operating Officer

# WEEKDAY EXTRA BOARD LIST

Friday, August 11, 2023

Operator	Payroll #	Day Off	Run #	Start Time	Off Time	2nd Start	2nd Off	3rd Start	3rd Off
Tenbrink C	34000	sat/sun	3rd / 103L	515A		1051A	851P		
Jones W	35539	sat/sun	1st	426A					
Novak C	35811	sat/sun	HD 41	529A	329P				
Lychuk Y	35902	fri/sat	VACATION						
Deshane L	35988	sun/tues	13 / 61	443A	109P	133P	541P		
Rivera A	36056	sat/sun	48 / 276	553A	254P	313P	805P		
Amshey K	36033	sat/sun	54 / 122	546A	354P	458P	735P		
Spendlove S	36074	wed/thur	81L	625A	1119A	121P	449P		
Perez J	36091	sat/sun	308 / 115	459A	924A	949A	749P		
Birnie Bennett M	36305	sat/sun	OFF						
Poelman R	36320	sat/sun	61 / 106	612A	1004A	1045A	645P		
House C	36325	sat/sun	HD 49	556A	224P				
Williams T	36507	sun/mon	HD 63	657A	1135A	1207P	542P		
Mosley B	36543	wed/thur	HD 34	518A	324P				
Cummings C	36614	mon/tues	HD 301	546A	1224P				
<b>Gallapoo H</b>	<b>36806</b>	<b>RWL</b>	<b>216</b>	<b>104P</b>	<b>1110P</b>				
<b>Cutts R</b>	<b>36632</b>	<b>RWL</b>	<b>227</b>	<b>149P</b>	<b>1019P</b>				
<b>Traudt S</b>	<b>35631</b>	<b>RWL</b>	<b>238</b>	<b>214P</b>	<b>1106P</b>				
<b>McGee H</b>	<b>35718</b>	<b>RWL</b>	<b>244</b>	<b>219P</b>	<b>1101P</b>				
<b>Bowman K</b>	<b>36016</b>	<b>RWL</b>	<b>245</b>	<b>235P</b>	<b>1049P</b>				
<b>Cummings C</b>	<b>36614</b>	<b>RWL</b>	<b>252</b>	<b>249P</b>	<b>1049P</b>				
<b>Riksen B</b>	<b>35724</b>	<b>RWL</b>	<b>229</b>	<b>305P</b>	<b>1039P</b>				
<b>Harmon N</b>	<b>36406</b>	<b>RWL</b>	<b>2nd</b>	<b>445A</b>					
<b>Hicks C</b>	<b>35756</b>	<b>RWL</b>	<b>3rd</b>	<b>1000A</b>					
<b>Ford J</b>	<b>36828</b>	<b>RWL</b>	<b>1st</b>	<b>1230P</b>					
<b>Phan A</b>	<b>35839</b>	<b>RWL</b>	<b>2nd</b>	<b>139P</b>					
<b>Cutrara M</b>	<b>35959</b>	<b>RWL</b>	<b>2nd</b>	<b>804P</b>					
<b>Francis S</b>	<b>36083</b>	<b>RWL</b>	<b>122</b>	<b>958A</b>	<b>335P</b>				
<b>Choryan V</b>	<b>35930</b>	<b>PT</b>	<b>486</b>	<b>200P</b>	<b>620P</b>				
<b>Wilson M</b>	<b>35944</b>	<b>RWL</b>	<b>230</b>	<b>139P</b>	<b>758P</b>				
<b>Lynch P</b>	<b>35760</b>	<b>RWL</b>	<b>350</b>	<b>240P</b>	<b>557P</b>				
<b>L. Hooks</b>	<b>36100</b>	<b>RWL</b>	<b>328</b>	<b>302P</b>	<b>559P</b>				
<b>Kinnon S</b>	<b>36542</b>	<b>RWL</b>	<b>488</b>	<b>528P</b>	<b>1020P</b>				
<b>Garnett R</b>	<b>36753</b>	<b>RWL</b>	<b>487</b>	<b>535P</b>	<b>1028P</b>				
<b>Hooks L</b>	<b>36100</b>	<b>RWL</b>	<b>230</b>	<b>738P</b>	<b>1033P</b>				
<b>Bradford A</b>	<b>36708</b>	<b>RWL</b>	<b>276</b>	<b>837P</b>	<b>1242X</b>				

\*\* = special circumstances

Red = Volunteered Work

HD = Hold Down

// = guarantee

= 3rd show - You a

# NIGHT EXTRA BOARD LIST

Friday, August 11, 2023

Operator	Payroll #	Day Off	Run #	Start Time	Off Time	2nd Start	2nd Off	3rd Start	3rd Off
Reister R	35813	sat/sun	234L	1236P	1057P				
Sligh D	36436	sat/sun	4th / 212	636A		1250P	1059P		
Kinnon S	36542	sat/sun	HD 26	510A	310P				
Grear H	35961	sat/sun	HD 262	216P	1020P				
Walker A	36620	sat/sun	HD 10	434A	239P				
Woods C	36465	sat/sun	OFF						
Marsahl A	36303	sat/sun	HD 310	539A	1124A				
Haner S	36412	sun/tues	HD 111	1124A	724P				
Scott T	36709	sun/mon	222	134P	1039P				
Merriweather A	35753	sun/mon	OFF						
Abdi F	36835	sun/mon	322 / 270	712A	1020A	1143A	520P	622P	902P

IN ADDITION TO the standard use of (Guar) Guarantee Time: i.e. Tripper + Guar time, an extra board operator may be taken Off of guarantee and assigned another piece of work.

*W*

# WEEKDAY EXTRA BOARD LIST

Sunday, August 13, 2023

Operator	Payroll #	Day Off	Run #	Start Time	Off Time	2nd Start	2nd Off	3rd Start	3rd Off
Tenbrink C	34000	sat/sun	1st	542A					
Jone W	35539	sat/sun	OFF						
Novak C	35811	sat/sun	OFF						
Lychuk Y	35902	fri/sat	Vacation						
Deshane L	35988	sun/tues	29L	940A	814P				
Rivera A	36056	sat/sun	OFF						
Amshey K	36033	sat/sun	OFF						
Spendlove S	36074	wed/thur	14 / 3rd	631A	339P	339P			
Perez J	36091	sat/sun	OFF						
Birnie Bennett M	36305	sat/sun	OFF						
Poelman R	36320	sat/sun	OFF						
House C	36325	sat/sun	OFF						
Williams T	36507	sun/mon	OFF						
Mosley B	36543	wed/thur	OFF						
Cummings C	36614	mon/tues	OFF						
L. Thomas	36310	RWL	22	708A	110P	307P	539P		
A. Jackson	36521	RWL	38	1052A	245P	319P	736P		
S. Traudt	35631	RWL	41	1107A	130P	150P	734P		
** J. Masucci	36785	RWL	42	1113A	249P	249P	713P		
M. Miedema	35939	RWL	2nd	600A					
M. Cutrara	35959	RWL	307	250P	709P				

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= 3rd show - You a

# NIGHT EXTRA BOARD LIST

Sunday, August 13, 2023

Operator	Payroll #	Day Off	Run #	Start Time	Off Time	2nd Start	2nd Off	3rd Start	3rd Off
Reister R	35813	sat/sun	OFF						
Sligh D	36436	sat/sun	OFF						
Kinnon S	36542	sat/sun	OFF						
Grear H	35961	sat/sun	OFF						
Walker A	36620	sat/sun	OFF						
Woods C	36465	sat/sun	OFF						
Marshall A	36303	sat/sun	OFF						
Haner S	36412	sun/tues	OFF						
Scott T	36709	sun/mon	OFF						
Merriweather A	35753	sun/mon	OFF						
Fatuma A	36835	sun/mon	OFF						

IN ADDITION TO the standard use of (Guar) Guarantee Time: i.e. Tripper + Guar time, an extra board operator may be taken Off of guarantee and assigned another piece of work.



## WEEKDAY EXTRA BOARD LIST

Tuesday, August 15, 2023

Operator	Payroll #	Day Off	Run #	Start Time	Off Time	2nd Start	2nd Off	3rd Start	3rd Off
Tenbrink C	34000	sat/sun	19 / 313	503A	109P	134P	758P		
Jones W	35539	sat/sun	43 / 390	505A	209P	234P	554P		
Novak C	35811	sat/sun	HD 41	529A	329P				
Lychuk Y	35902	fri/sat	Meeting	800A	500P				
Deshane L	35988	sun/tues	115	949A	749P				
Rivera A	36056	sat/sun	HD 234L	1236P	1057P				
Amshey K	36033	sat/sun	29 / 397	524A	209P	234P	554P		
Spendlove S	36074	wed/thur	67 / 396	524A	159P	204P	612P		
Perez J	36091	sat/sun	1 / 1st	426A	1239P	1239P			
Birnie Bennett M	36305	sat/sun	OFF						
Poelman R	36320	sat/sun	5 / 2nd	443A	1243P	100P			
House C	36325	sat/sun	HD 81L	625A	1119A	121P	449P		
Williams T	36507	sun/mon	OFF						
Mosley B	36543	wed/thur	HD 31	504A	309P				
Cummings C	36614	mon/tues	HD 207	1247P	1047P				
<b>K. Rogers</b>	<b>36500</b>	<b>RWL</b>	<b>39L</b>	<b>525A</b>	<b>125P</b>				
<b>R. Mosley</b>	<b>35997</b>	<b>RWL</b>	<b>20</b>	<b>528A</b>	<b>128P</b>				
<b>D. Hughes</b>	<b>36101</b>	<b>RWL</b>	<b>38</b>	<b>534A</b>	<b>339P</b>				
<b>A. Bryant</b>	<b>36466</b>	<b>RWL</b>	<b>45</b>	<b>545A</b>	<b>145P</b>				
<b>R. Garnett</b>	<b>36753</b>	<b>RWL</b>	<b>54</b>	<b>546A</b>	<b>354P</b>				
<b>F. Morales</b>	<b>36654</b>	<b>RWL</b>	<b>48</b>	<b>553A</b>	<b>254P</b>				
<b>D. Roznowski</b>	<b>36001</b>	<b>RWL</b>	<b>52</b>	<b>600A</b>	<b>400P</b>				
<b>M. Miedema</b>	<b>35939</b>	<b>RWL</b>	<b>114</b>	<b>849A</b>	<b>107P</b>	<b>119P</b>	<b>554P</b>		
<b>M. Gomez</b>	<b>35991</b>	<b>RWL</b>	<b>109</b>	<b>904A</b>	<b>554P</b>				
<b>N. Harmon</b>	<b>36406</b>	<b>RWL</b>	<b>101</b>	<b>1004A</b>	<b>804P</b>				
<b>V. Brooks</b>	<b>36728</b>	<b>RWL</b>	<b>248</b>	<b>234P</b>	<b>1036P</b>				
<b>W. Johnson</b>	<b>36357</b>	<b>RWL</b>	<b>229</b>	<b>249P</b>	<b>1049P</b>				
<b>R. Cutts</b>	<b>36632</b>	<b>RWL</b>	<b>1st</b>	<b>426A</b>					
<b>A. Rivera</b>	<b>36056</b>	<b>RWL</b>	<b>309</b>	<b>458A</b>	<b>1054A</b>				
<b>C. Cummings</b>	<b>36614</b>	<b>RWL</b>	<b>304</b>	<b>514A</b>	<b>918A</b>				
<b>L. Thomas</b>	<b>36310</b>	<b>RWL</b>	<b>303</b>	<b>537A</b>	<b>1144A</b>				
<b>J. Casarez</b>	<b>35893</b>	<b>RWL</b>	<b>**2nd</b>	<b>1030A</b>					
<b>R. Kurlowicz</b>	<b>36151</b>	<b>RWL</b>	<b>105</b>	<b>1104A</b>	<b>331P</b>				
<b>S. Francis</b>	<b>36083</b>	<b>RWL</b>	<b>312</b>	<b>109P</b>	<b>641P</b>				
<b>N. Tenhave</b>	<b>36710</b>	<b>PT</b>	<b>485</b>	<b>135P</b>	<b>613P</b>				
<b>A. Phan</b>	<b>35839</b>	<b>RWL</b>	<b>3rd</b>	<b>140P</b>					
<b>A. Riley</b>	<b>33560</b>	<b>RWL</b>	<b>244</b>	<b>219P</b>	<b>539P</b>				
<b>J. Williams</b>	<b>35458</b>	<b>RWL</b>	<b>395</b>	<b>238P</b>	<b>618P</b>				
<b>J. Merriweather</b>	<b>35659</b>	<b>RWL</b>	<b>350</b>	<b>240P</b>	<b>557P</b>				
<b>S. Weatherspoon</b>	<b>35753</b>	<b>RWL</b>	<b>220</b>	<b>249P</b>	<b>810P</b>				
<b>M. Mickens</b>	<b>35775</b>	<b>RWL</b>	<b>321</b>	<b>302P</b>	<b>634P</b>				
<b>M. Whiting</b>	<b>35713</b>	<b>RWL</b>	<b>**393</b>	<b>302P</b>	<b>559P</b>				
<b>L. Mallett</b>	<b>35895</b>	<b>RWL</b>	<b>320</b>	<b>304P</b>	<b>657P</b>				
<b>M. Martin</b>	<b>35996</b>	<b>RWL</b>	<b>317</b>	<b>304P</b>	<b>648P</b>				
<b>M. Wilson</b>	<b>36024</b>	<b>RWL</b>	<b>394</b>	<b>304P</b>	<b>624P</b>				
<b>B. Mosley</b>	<b>36543</b>	<b>RWL</b>	<b>392</b>	<b>304P</b>	<b>624P</b>				
<b>K. Stilson</b>	<b>36543</b>	<b>RWL</b>	<b>257</b>	<b>319P</b>	<b>650P</b>				
<b>S. Kinnon</b>	<b>36542</b>	<b>RWL</b>	<b>316</b>	<b>329P</b>	<b>650P</b>				
<b>A. Bryant</b>	<b>36466</b>	<b>RWL</b>	<b>391</b>	<b>334P</b>	<b>633P</b>				
<b>C. Huisman</b>	<b>36767</b>	<b>RWL</b>	<b>105L</b>	<b>421P</b>	<b>755P</b>				
<b>H. McGhee</b>	<b>35718</b>	<b>RWL</b>	<b>2nd</b>	<b>500P</b>					
<b>H. Grear</b>	<b>35961</b>	<b>RWL</b>	<b>244</b>	<b>519P</b>	<b>1101P</b>				
<b>R. Leaks</b>	<b>36747</b>	<b>RWL</b>	<b>488</b>	<b>528P</b>	<b>1020P</b>				
<b>L. Reynolds</b>	<b>35923</b>	<b>RWL</b>	<b>487</b>	<b>535P</b>	<b>1028P</b>				
<b>M. Miedema</b>	<b>35939</b>	<b>RWL</b>	<b>257</b>	<b>558P</b>	<b>1207X</b>				
<b>M. Cutrara</b>	<b>35959</b>	<b>RWL</b>	<b>220</b>	<b>750P</b>	<b>1112P</b>				

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## NIGHT EXTRA BOARD LIST

Tuesday, August 15, 2023

Operator	Payroll #	Day Off	Run #	Start Time	Off Time	2nd Start	2nd Off	3rd Start	3rd Off
Reister R	35813	sat/sun	312 / 228	1204P	149P	149P	1052P		
Sligh D	36436	sat/sun	262	216P	1020P				
Kinnon S	36542	sat/sun	HD 6	434A	239P				
Grear H	35961	sat/sun	Meeting	800A	500P				
Walker A	36620	sat/sun	Vacation						
Woods C	36465	sat/sun	SP1	215P	1030P				
Marsahl A	36303	sat/sun	HD 4	431A	139P				
Haner S	36412	sun/tues	HD 111	1124A	724P				
Scott T	36709	sun/mon	2nd / 206	445A		1219P	314P	334P	1039P
Merriweather A	35753	sun/mon	OFF						
Abdi F	36835	sun/mon	3rd / 221	515A		119P	1129P		

IN ADDITION TO the standard use of (Guar) Guarantee Time: i.e. Tripper + Guar time, an extra board operator may be taken Off of guarantee and assigned another piece of work.



# WEEKDAY EXTRA BOARD LIST

Friday, August 18, 2023

Operator	Payroll #	Day Off	Run #	Start Time	Off Time	2nd Start	2nd Off	3rd Start	3rd Off
Tenbrink C	34000	sat/sun	42 / 257	542A	158P	319P	744P		
Jones W	35539	sat/sun	54 / 3rd / 261	546A	354P	354P		519P	734P
Novak C	35811	sat/sun	HD 41	529A	329P				
Lychuk Y	35902	fri/sat	HD 16	510A	310P				
Deshane L	35988	sun/tues	2nd / 115 / 261	445A	949A	749P	749P	1039P	
Rivera A	36056	sat/sun	HD 234	1236P	1057P				
Amshey K	36033	sat/sun	38 / 98	534A	735A	951A	551P		
Spendlove S	36074	wed/thur	13 / 2nd	443A	109P	109P			
Perez J	36091	sat/sun	17 / 276	510A	310P	313P	805P		
Birnie Bennett M	36305	sat/sun	HD 6	434A	239P				
Poelman R	36320	sat/sun	39L / 273	525A	125P	258P	750P		
House C	36325	sat/sun	HD 81	625A	1119A	121P	449P		
Williams T	36507	sun/mon	HD 63	657A	1135A	1207P	542P		
Mosley B	36543	wed/thur	HD 34	518A	324P				
Cummings C	36614	mon/tues	HD 207	1247P	1047P				
<b>McGhee H</b>	<b>35718</b>	<b>RWL</b>	122	958A	335P	458P	735P		
<b>Gallapoo H</b>	<b>36806</b>	<b>RWL</b>	270	1143A	520P	622P	853P		
<b>Spica R</b>	<b>35944</b>	<b>RWL</b>	244	219P	1101P				
<b>Ziska B</b>	<b>36630</b>	<b>RWL</b>	240	219P	1032P				
<b>Sanchez B</b>	<b>36762</b>	<b>RWL</b>	245	219P	1049P				
<b>Merriweather J</b>	<b>35659</b>	<b>RWL</b>	248	234P	1036P				
<b>Bowman K</b>	<b>36016</b>	<b>RWL</b>	229	249P	1039P				
<b>Cutts R</b>	<b>36632</b>	<b>RWL</b>	220	305P	1112P				
<b>Thomas L</b>	<b>36310</b>	<b>RWL</b>	322	712A	1020A				
<b>Parks D</b>	<b>36517</b>	<b>RWL</b>	350	240P	557P				
<b>Gomez M</b>	<b>35991</b>	<b>RWL</b>	315	250P	735P				
<b>Hooks L</b>	<b>36100</b>	<b>RWL</b>	328	302P	559P				
<b>Willis-Andrews M</b>	<b>35879</b>	<b>RWL</b>	487	535P	1028P				
<b>Spoelman D</b>	<b>35697</b>	<b>RWL</b>	488	528P	1020P				
<b>Garcia Y</b>	<b>35687</b>	<b>RWL</b>	257	708P	1207X				
<b>Phan A</b>	<b>35839</b>	<b>RWL</b>	276	853P	1242X				
<b>Grear H</b>	<b>35961</b>	<b>RWL</b>	261	1039P	120X				
<b>Jewwet R</b>	<b>36501</b>	<b>RWL</b>	1st***	426A					
<b>Tyler J</b>	<b>36761</b>	<b>RWL</b>	3rd***	515A					
<b>Garcia-Guzman</b>	<b>36520</b>	<b>RWL</b>	3rd***	700A					
<b>Masucci J</b>	<b>36785</b>	<b>RWL</b>	3rd***	700A					
<b>Cutts R</b>	<b>36632</b>	<b>RWL</b>	1st	1200P					
<b>Phan A</b>	<b>35839</b>	<b>RWL</b>	2nd	139P					
<b>Garcia Y</b>	<b>35687</b>	<b>RWL</b>	3rd***	400P					

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# NIGHT EXTRA BOARD LIST

Friday, August 18, 2023

Operator	Payroll #	Day Off	Run #	Start Time	Off Time	2nd Start	2nd Off	3rd Start	3rd Off
Reister R	35813	sat/sun	OFF						
Sligh D	36436	sat/sun	SP1 / 212	1015A	1215P	1250P	1059P		
Kinnon S	36542	sat/sun	HD 26	510A	310P				
Grear H	35961	sat/sun	HD 262	216P	1020P				
Walker A	36620	sat/sun	Vacation						
Woods C	36465	sat/sun	101 / 222	1004A	1258P	134P	1039P		
Marsahl A	36303	sat/sun	HD 310	539A	1124A				
Haner S	36412	sun/tues	HD 111	1124A	724P				
Scott T	36709	sun/mon	230	139P	1033P				
Merriweather A	35753	sun/mon	OFF						
Abdi F	36835	sun/mon	227	149P	1019P				

IN ADDITION TO the standard use of (Guar) Guarantee Time: i.e. Tripper + Guar time, an extra board operator may be taken Off of guarantee and assigned another piece of work.

**Date:** September 14, 2023  
**To:** ITP Board  
**From:** Kevin Wisselink, Director of Procurement and Capital Planning  
**Subject:** PROJECT 2023-50: ON-CALL SURVEY FIRM

**ACTION REQUESTED**

Authorization is requested from the ITP Board to enter a 5-year contract with ETC for on-call survey work. The first year of the contract is expected to be worth \$58,337.

**BACKGROUND**

ITP regularly performs survey work, both with ridership and with the general public. This work helps ITP gain valuable insight into both ridership needs and issues as well as attitudes of the general public in the West Michigan region towards public transportation and The Rapid.

The Rapid had a contract that expired at the beginning of the year and went out to bid for single customer value and community value surveys. This contract was won by ETC but was only for the two individual surveys. The Rapid desires to continue annual community value and customer value surveys moving forward and therefore needs an on-call survey firm to carry these out.

**PROCUREMENT**

The Procurement was released as a Request for Proposal (RFP) as cost is important but not the only factor to consider for this project. It was released in the Michigan Inter-Governmental Trade Network and was downloaded by 23 firms.

Four (4) responsive bids were received. They were scored by a review team from The Rapid's outreach and marketing teams. Their evaluation was based on the proposal's Technical Specifications, Project Team, and Financial Proposal.

	Average Score	5-Year Price
Datawise	72.0	\$535,000
EPIC	75.7	\$295,330
<b>ETC</b>	<b>100.0</b>	<b>\$274,030</b>
Transpro	81.5	\$408,932



All four responses were found to be responsive and credible, however, ETC was the clear favorite from the review process. ETC was the lowest cost proposal, and they performed excellent work for The Rapid with the survey work from earlier this year. Additionally, they specialize in transit survey work and benchmark The Rapid's results with transit agencies from across the nation as a part of their proposal. ETC provides comprehensive and intuitive dashboards that allow for the benchmarking and cross-tabulation of survey findings by key demographics including race/age/ethnicity/household income, trip purpose, and zip code. These elements support our work to continuously improve services and strategically target future investments.

Because ETC was the clear preferred vendor from Round 1 and because The Rapid had interviewed many of these firms for the survey award earlier this year, it was decided that it was not necessary to conduct Round 2 interviews. Therefore, ETC is being brought forward as the recommended firm for on-call surveys for The Rapid.

### **FUNDING**

The project is being funded using federal, state, and local funds, depending on the specific survey project.



**INTERURBAN TRANSIT PARTNERSHIP BOARD OF DIRECTORS**

**RESOLUTION No. 092723-1**

**Fiscal Year: 2022-2023**

Moved and supported to adopt the following resolution:

Approval to enter a contract with ETC On Call Survey Services, with an estimated year-one value of \$58,337.

BE IT RESOLVED that the ITP CEO is hereby authorized to execute a contract with ETC On Call Survey Services, with an estimated year-one value of \$58,337 in accordance with the information presented to the ITP Board on September 27, 2023.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

\_\_\_\_\_  
Kris Heald, Board Secretary

\_\_\_\_\_  
Date

**Date:** September 14, 2023  
**To:** ITP Board  
**From:** Deron Kippen, Director of Facilities  
Kevin Wisselink, Director of Procurement and Capital Planning  
**Subject:** PROJECT 2023-8: ELLSWORTH RENOVATION FURNITURE

**ACTION REQUESTED**

Authorization is requested from the ITP Board to enter into a contract with Trellis in the amount of \$469,718.17 plus a 10% contingency of \$46,972, for a total project cost of \$516,690.17 for the purchase of furniture for the Ellsworth Administration Building.

**BACKGROUND**

The ITP administration building at 300 Ellsworth Ave SW has been utilized by ITP for 22 years and houses most of the ITP administrative staff. It has received no major rehabilitation work since that time. The HVAC system, roof, and exterior masonry all need work, and the administrative space needs upgrading.

All the construction work is ongoing and set to be completed in early 2024. As part of the renovation, The Rapid will be replacing the office furniture as much of the furniture in use previously is very old and at the end of its useful life. Additionally, new furniture is necessary to work with the new ways in which the Ellsworth building will be utilized.

**PROCUREMENT**

Progressive AE prepared a bid packet for this project in consultation with a team of Rapid staff. The Procurement was planned as an Invitation for Bids (IFB) since the specification was well defined and two or more bidders were willing to compete. Therefore, the selection of the successful bidder can be made principally on the basis of price to the low-responsive and responsible bidder.

Progressive AE created a list of furniture items they desired for the project and gave all potential bidders the option to submit their products to be cleared as approved equals, creating open competition for the project. The IFB was advertised on The Rapid's website, in local furniture trade sites, and sent directly to six firms capable of fulfilling the project.

Two (2) bids were received as follows:

Company	Bid
Trellis	\$469,718.17
Interphase	\$474,305.18

Trellis was the low-responsive bidder on the project. A post-bid interview was conducted with Trellis and it was confirmed that their proposed products meet The Rapid's specifications and timelines.

The project will begin this fall, and work with be completed by the end of January 2024.

## **FUNDING**

The project is being funded using federal and state funds. There are no local funds involved in this project.





**INTERURBAN TRANSIT PARTNERSHIP BOARD OF DIRECTORS**

**RESOLUTION No. 092723-2**

**Fiscal Year: 2022-2023**

Moved and supported to adopt the following resolution:

Approval to enter a contract with Trellis in the amount of \$469,718.17 plus a 10% contingency of \$46,972, for a total project cost of \$516,690.17 for the purchase of furniture for the Ellsworth Administration Building.

BE IT RESOLVED that the ITP CEO is hereby authorized to execute a contract with Trellis in the amount of \$469,718.17 plus a 10% contingency of \$46,972, for a total project cost of \$516,690.17 for the purchase of furniture for the Ellsworth Administration Building in accordance with the information presented to the ITP Board on September 27, 2023.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

\_\_\_\_\_  
Kris Heald, Board Secretary

\_\_\_\_\_  
Date



## **Proposed 2024 MEETING SCHEDULE** **Draft**

### **RAPID BOARD MEETINGS**

Location: Rapid Central Station Conference Room  
Time: 4 p.m. – 5:30 p.m. (Wednesdays)  
January 24  
March 27  
April 24  
May 22  
August 28  
September 25  
October 23  
December 4 (Election of Officers. Terms expire 12/31/2023)

### **RAPID BOARD SPECIAL MEETINGS**

Location: Rapid Central Station Conference Room  
**Board Meeting and Retreat**  
February 21, 2024  
Time: 3 p.m. – 5 p.m.

**Board Budget Workshop**  
July 24, 2024  
Time: 3 p.m. – 4:30 p.m.

### **PLANNING & TECHNOLOGY COMMITTEE**

Location: Rapid Central Station Conference Room  
Time: 8:30 a.m. – 9:30 a.m. (Mondays)  
January 8  
March 11  
May 13  
July 15  
September 9  
November 4

### **PRESENT PERFORMANCE & SERVICE COMMITTEE**

Location: Rapid Central Station Conference Room  
Time: 4 p.m. – 5 p.m. (Tuesdays)  
January 16  
March 19  
May 21  
July 23  
September 17  
November 12

### **FINANCE COMMITTEE**

Location: Rapid Central Station Conference Room  
Time: 4 p.m. – 5 p.m. (Wednesdays)  
January 17  
April 17  
June 12  
August 14  
November 6

### **CONSUMER ADVISORY COMMITTEE FOR SENIORS & PERSONS WITH DISABILITIES**

Location: Rapid Ellsworth Conference Room  
Time: 3 p.m. – 4 p.m. (Tuesdays)  
January 17 \* (Wednesday)  
March 12  
April 16  
June 18  
August 13  
September 18 \* (Wednesday)  
October 15  
November 13 \* (Wednesday)

### **MEETING LOCATIONS:**

- Rapid Central Station Conference Room: 250 Cesar E Chavez Avenue, SW
- Rapid Ellsworth Conference Room: 300 Ellsworth Avenue, SW

*Note: All meetings are held within the standards of the Michigan Open Meetings Act.*



**INTERURBAN TRANSIT PARTNERSHIP BOARD OF DIRECTORS**

**RESOLUTION No. 092723-3**

**Fiscal Year: 2022-2023**

Moved and supported to adopt the following resolution:

Approval from the ITP Board for the 2024 meeting schedule for all Board and Committee meetings.

BE IT RESOLVED that the 2024 Board and Committee meeting schedule is approved on September 27, 2023.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

\_\_\_\_\_  
Kris Heald, Board Secretary

\_\_\_\_\_  
Date





## Interurban Transit Partnership

---

DATE: September 13, 2023  
TO: ITP Board  
FROM: Jason Prescott  
SUBJECT: AUGUST 2023 PARATRANSIT RIDERSHIP REPORT

### Paratransit ridership information for August 2023, as compared to August 2022

	2023	2022	% Change
Total Paratransit Ridership	18,958	18,061	5.0%
ADA Ridership	15,023	14,100	6.5%
Non-Disabled Senior (NDS) Ridership	87	78	11.5%
PASS Ridership	173	260	-33.5%
Network 180	2,961	2,848	4.0%
Cascade Township/Funding source	183	590	-69.0%

### Ridership averages, as compared to 2022.

	2023	2022	% Change
Weekday Ridership	625	600	4.2%
Saturday Ridership	230	199	15.6%
Sunday Ridership	219	183	19.7%

### Other Performance Measures

	2023	2022	% Change
On-Time Pick-Up	78.00%	78.00%	0.0%
On-Time Drop-Off	87.00%	83.00%	4.8%
Average Cost Per Trip	\$40.51	\$29.66	36.6%

<b>August 2023 Paratransit Ridership and Operating Statistics</b>				
<b>ADA</b>	<b>2023</b>	<b>2022</b>	<b>Change</b>	<b>% Change</b>
Clients	1,220	1,237	(17)	-1.4%
Passenger Trips	15,023	14,100	923	6.5%
<b>NDS</b>				
Clients	14	11	3	27.3%
Passenger Trips	87	78	9	11.5%
<b>PASS</b>				
Clients	9	12	(3)	-25.0%
Passenger Trips	173	260	(87)	-33.5%
<b>CONTRACTED</b>				
Clients	0	1	(1)	-100.0%
Passenger Trips	0	29	(29)	-100.0%
<b>RIDELINK</b>				
Clients	273	274	(1)	-0.4%
Passenger Trips (Performed by The Rapid)	714	746	(32)	-4.3%
<b>TOTALS</b>				
Clients	1,516	1,535	(19)	-1.2%
Passenger Trips	15,997	15,213	784	5.2%
Average Weekday Ridership	625	600	25	4.2%
Average Saturday Ridership	230	199	31	15.6%
Average Sunday Ridership	219	183	36	19.7%
All Ambulatory Passengers	12,950	12,328	622	5.0%
All Wheelchair Passengers	3,047	2,885	162	5.6%
No - Shows	403	236	167	70.8%
Cancellations	646	1,166	(520)	-44.6%
<b>Transdev</b>				
Average Cost per Trip	\$40.51	\$29.66	\$10.85	36.6%
Riders per Hour	1.7	2.2	(0.5)	-22.7%
Accidents per Month	5.0	2.0	3	150.0%
<b>Trip Denials</b>				
	0	0	0	#DIV/0!
<b>NTD Travel Time (minutes)</b>	27	27	0	0.0%
<b>NETWORK 180</b>				
Passenger Trips	2,961	2,848	113	4.0%
Average Weekday Ridership	128	124	4	3.2%
<b>TOTAL PASSENGER TRIPS</b>				
	<b>18,958</b>	<b>18,061</b>	<b>897</b>	<b>5.0%</b>
<b>Paratransit Service Quality Statistics: network 180 Excluded</b>				
<b>Complaints</b>	<b>2023</b>	<b>2022</b>	<b>% of Trips</b>	<b>% Change</b>
Transdev Complaints	4	9	0.0%	-55.6%
<b>On-Time Performance</b>				
On-Time Compliance - Pick-up	78.00%	78.00%	0.0%	0.0%
On-Time Compliance - Drop-off	87.00%	83.00%	4.0%	4.8%



## **Interurban Transit Partnership**

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300 Ellsworth SW, Grand Rapids, Michigan 49503-4005 Ph 616 456 7514

**Date:** September 19, 2023

**To:** Present Performance and Service Committee

**From:** Jason Prescott, Director, Paratransit, ADA and Mobility

**Subject:** Rapid Connect

### **OVERVIEW**

Rapid Connect mobility-on-demand program report from Thursday, August 3 through Wednesday, August 9. The intent of these reports is to be distributed weekly on Friday mornings. The reports will always cover a five-day service period.

### **HISTORICAL CONTEXT**

The Rapid Connect service was launched on January 3<sup>rd</sup>, 2022, in Walker and Kentwood to improve accessibility to public transportation within those two jurisdictions. The initial pilot (Jan-Mar) had a service operating on weekdays from 6 a.m. to 6 p.m. Presently the service operates until 10 p.m. on weekdays.

Sign-ups remain consistent from week to week. To date, 1,694 people have signed up to use this new service (approximately 1% more than the previous week).

All training and testing trips taken by operators or Rapid employees have been omitted from all calculations included in this report.

### **CURRENT RIDERSHIP**

Between Thursday, August 3, and Wednesday, August 9 (five-day service period), there were a total of completed 189 trips. 189 trips were scheduled on-demand through the app with 1 individual on subscription trips.





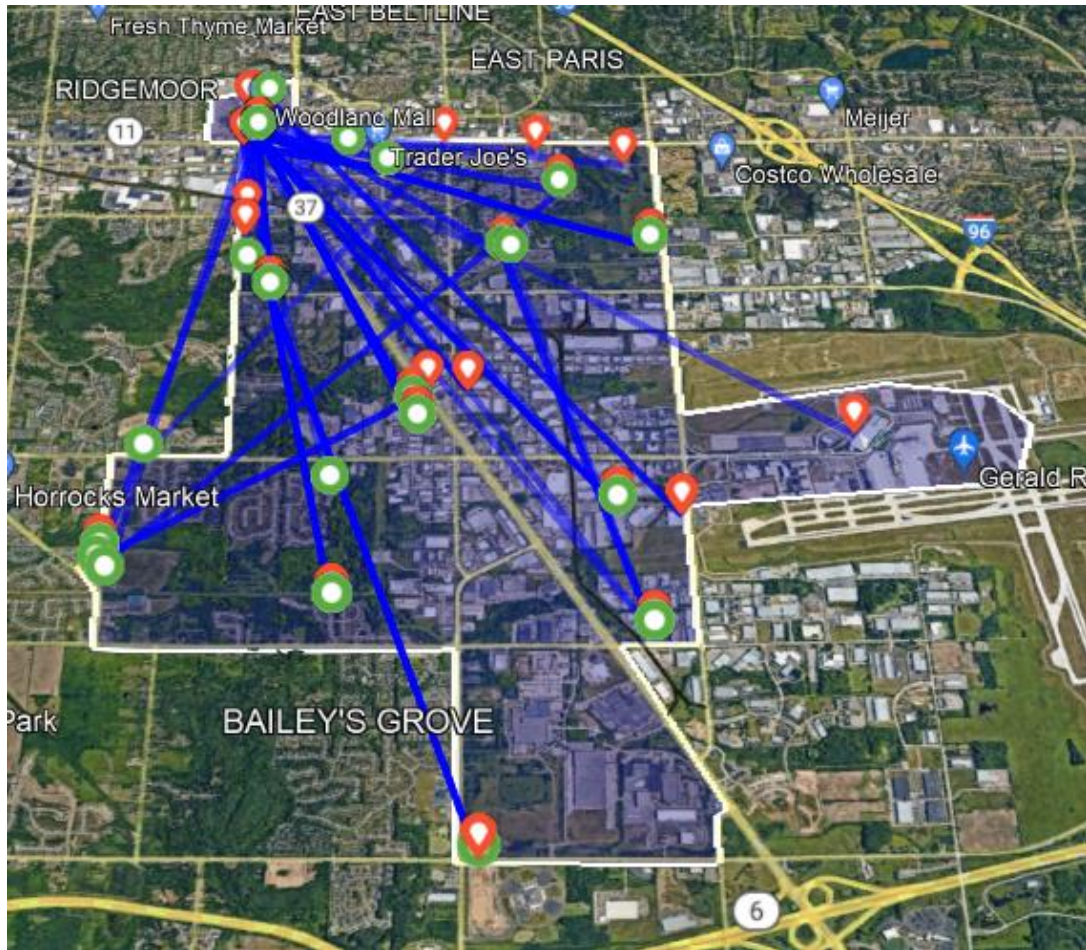
## Interurban Transit Partnership

300 Ellsworth SW, Grand Rapids, Michigan 49503-4005 Ph 616 456 7514

There were 142 completed trips in Kentwood (75%), and 47 trips completed in Walker (25%). There were 34 individual riders in Kentwood and 12 in Walker that made up these trip counts for this week.

The average fare trip distance in Kentwood is 2.66 miles, and 2.72 miles in Walker. The fare trip distance is the distance between the pickup and drop-off points and does not consider other stops on the route.

The earliest trip in Kentwood for this five-day service period had a reported arrival time of 5:52 a.m. The latest trip was completed at 9:45 p.m.



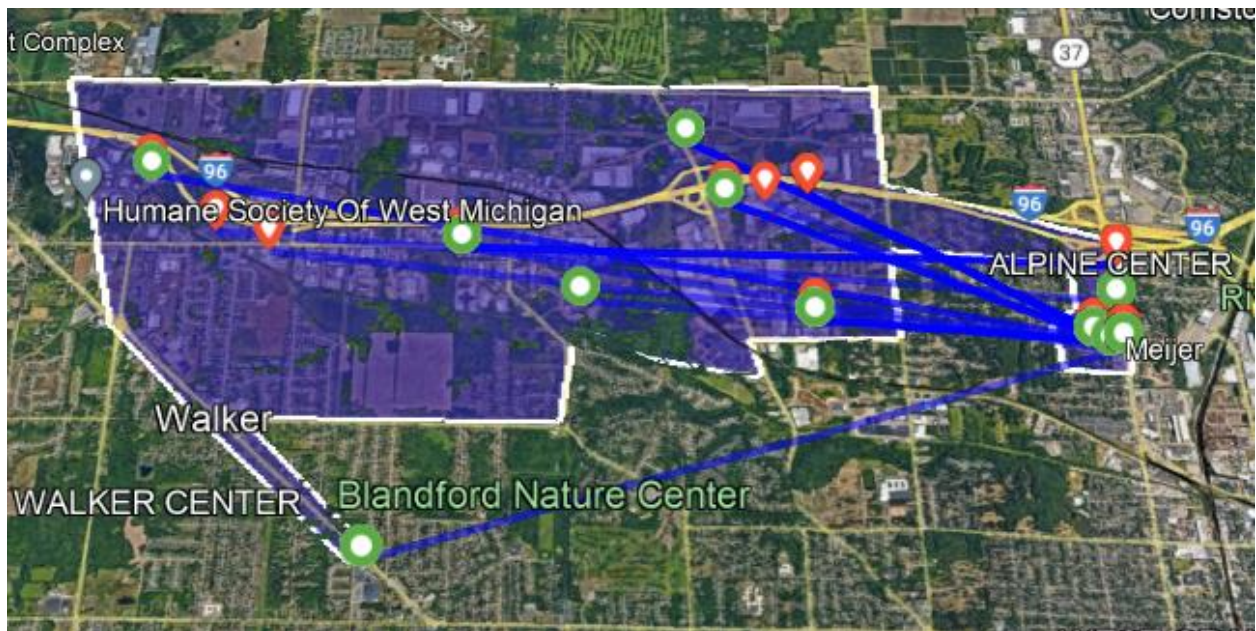


## Interurban Transit Partnership

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300 Ellsworth SW, Grand Rapids, Michigan 49503-4005 Ph 616 456 7514

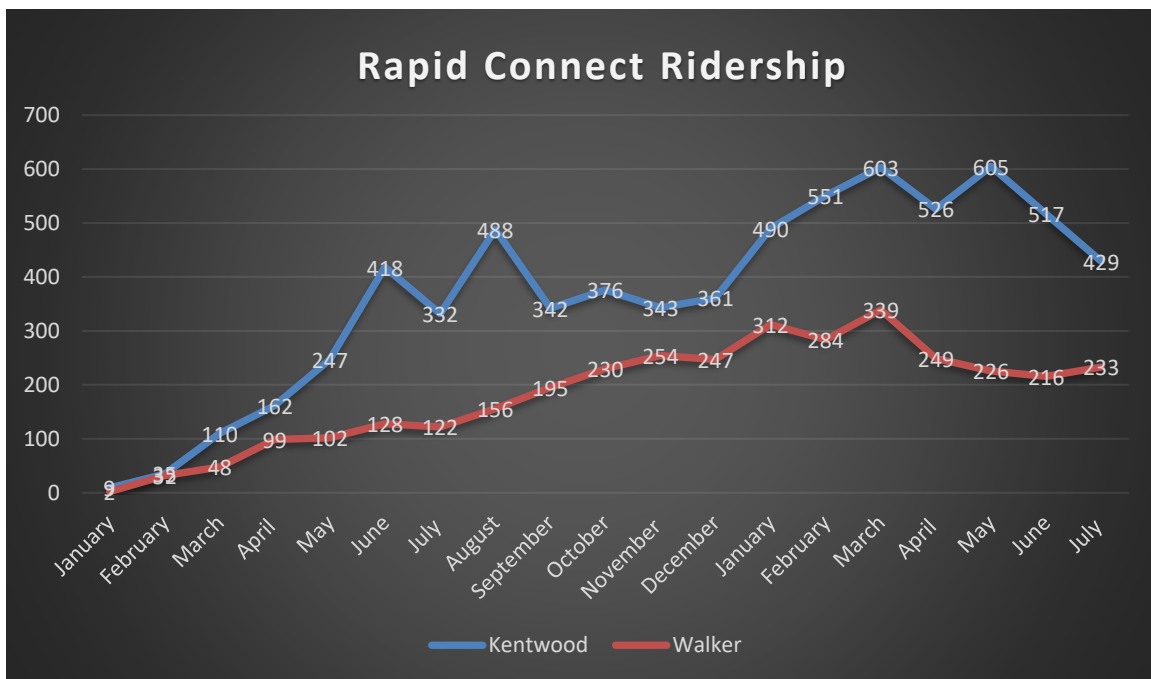
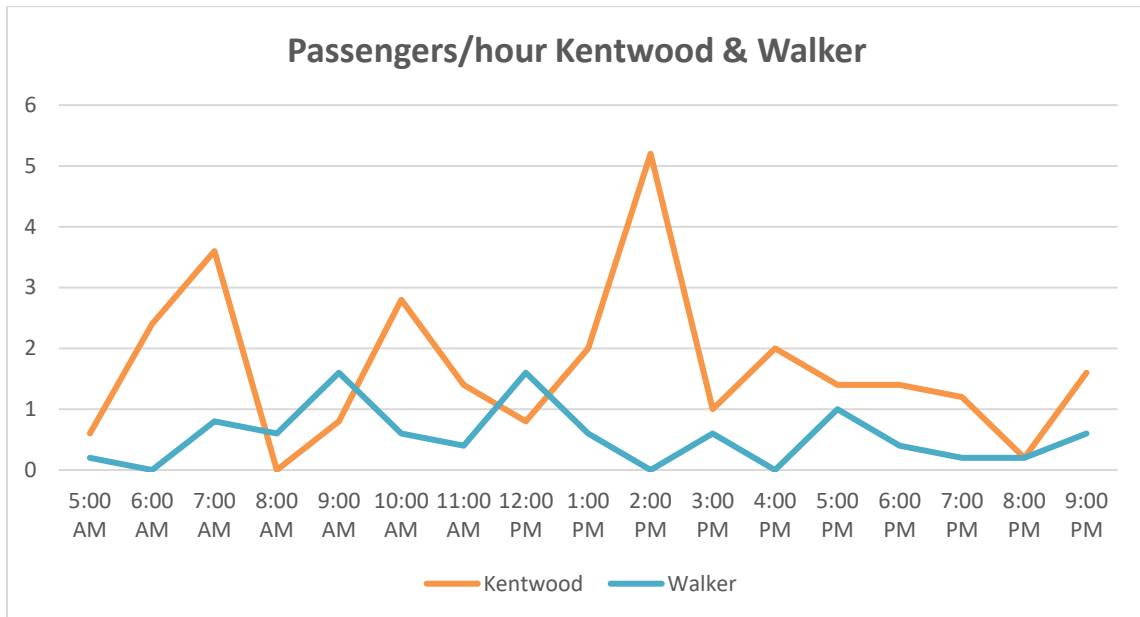
The earliest trip in Walker for this five-day service period had a reported arrival time of 5:51 a.m. The latest trip was completed at 9:33 p.m.





## Interurban Transit Partnership

300 Ellsworth SW, Grand Rapids, Michigan 49503-4005 Ph 616 456 7514







**Date:** August 15, 2023  
**To:** ITP Board  
**From:** Maxwell Dillivan, AICP – Senior Planner  
**Subject:** FIXED ROUTE RIDERSHIP AND PRODUCTIVITY REPORT – July 2023

**OVERVIEW**

Ridership and productivity through July 2023 decreased slightly compared to previous months despite several Clean Air Action Days.

**BACKGROUND INFORMATION**

**Monthly Ridership**

	<b>Jul 2023</b>	<b>Jul 2022</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44 and SL</i> )	317,224	295,267	↑ 7.4%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	39,933	45,462	↓ 12.2%
<b>Total Monthly Fixed Route Ridership</b>	<b>357,157</b>	<b>340,729</b>	<b>↑ 4.8%</b>

**Daily Average Ridership**

	<b>Jul 2023</b>	<b>Jul 2022</b>	<b>% Change</b>
Weekday Total	14,711	14,239	↑ 3.3%
Weekday Evening	2,364	2,171	↑ 8.9%
Saturday	8,179	7,692	↑ 6.3%
Sunday	4,410	3,497	↑ 26.1%

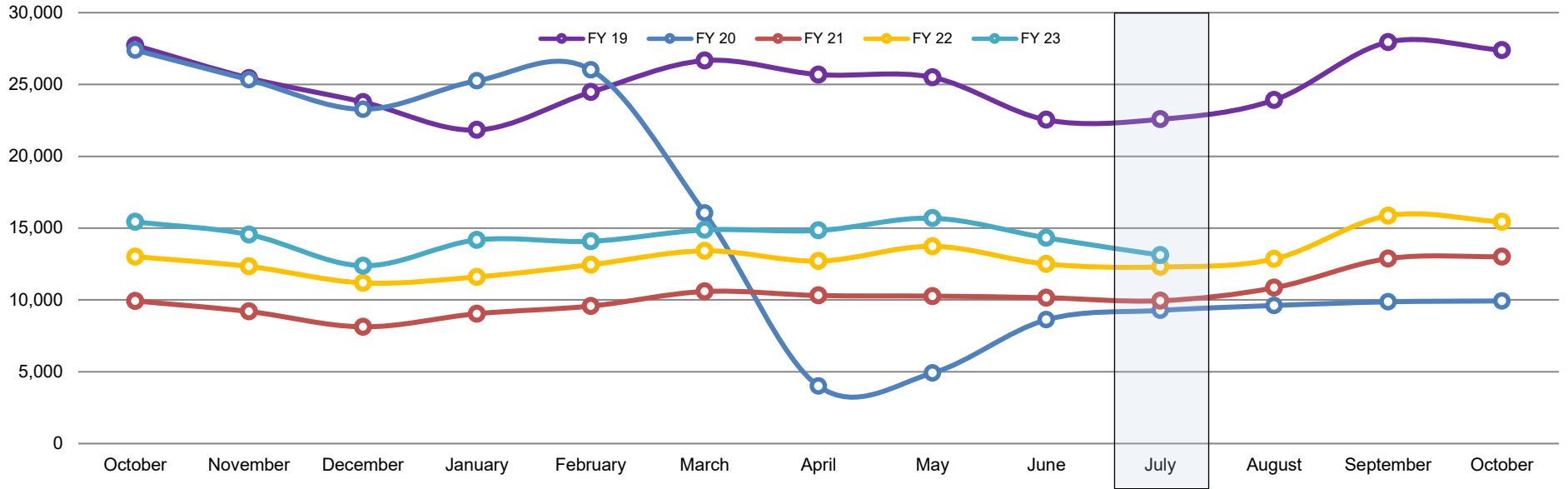
**Productivity Summary**

	<b>Jul 2023</b>	<b>Jul 2022</b>	<b>% Change</b>
Average passengers per hour per route	12.1	11.3	↑ 6.7%
Average passengers per mile per route	0.89	0.83	↑ 7.4%
Average farebox recovery percent per route	12.0%	13.2%	↓ 9.1%

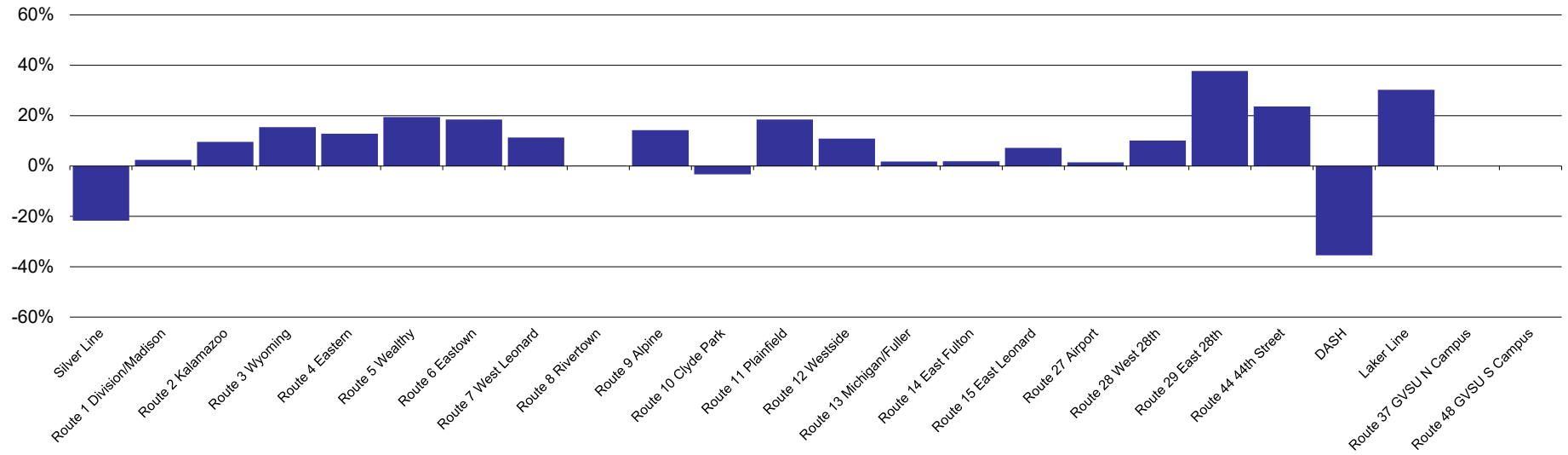
**Fiscal Year Ridership**

	<b>FY 2023</b>	<b>FY 2022</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	3,565,897	3,110,754	↑ 14.6%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	1,243,568	1,146,005	↑ 8.5%
<b>Total Fixed Route Ridership YTD</b>	<b>4,809,465</b>	<b>4,256,759</b>	<b>↑ 13.0%</b>

## Monthly Weekday Average Ridership History



## Percent Change by Route: July 2023 compared to July 2022





Date: September 13, 2023
To: ITP Board
From: Maxwell Dillivan, AICP – Senior Planner
Subject: FIXED ROUTE RIDERSHIP AND PRODUCTIVITY REPORT – August 2023

OVERVIEW

Ridership and productivity for the month of August 2023 exhibited mixed results. Fall Semester resuming at Grand Valley State University brought forth the highest ridership levels seen on the Laker Line since its August 2020 launch and the highest levels seen since Fall 2019. However, Silver Line ridership and productivity continues to struggle. Historically the system’s most productive and effective route, Silver Line scored fifth compared to all other routes in the fixed route system; its lowest ever rating. Sunday DASH service continues to bolster Sunday ridership levels compared to FY 2022 though lags strongly behind to the same time last year.

BACKGROUND INFORMATION

Monthly Ridership

Table with 4 columns: Service Type, Aug 2023, Aug 2022, % Change. Rows include Regular Fixed Route Service, Contracted Service, and Total Monthly Fixed Route Ridership.

Daily Average Ridership

Table with 4 columns: Day, Aug 2023, Aug 2022, % Change. Rows include Weekday Total, Weekday Evening, Saturday, and Sunday.

Productivity Summary

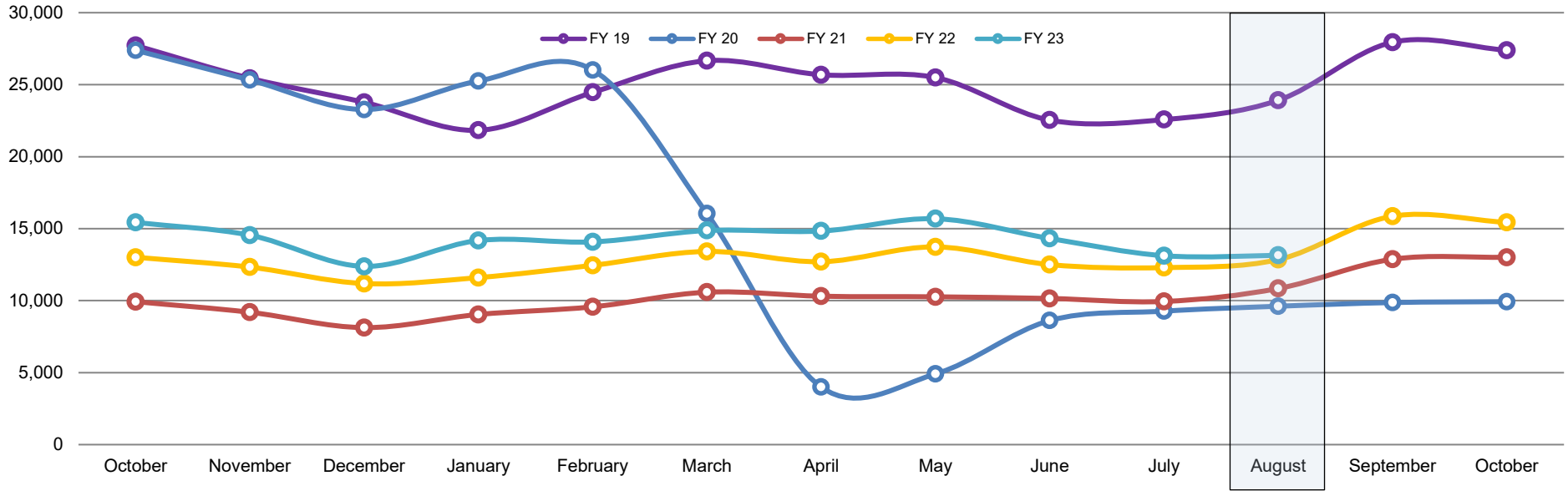
Table with 4 columns: Metric, Aug 2023, Aug 2022, % Change. Rows include Average passengers per hour per route, Average passengers per mile per route, and Average farebox recovery percent per route.

Fiscal Year Ridership

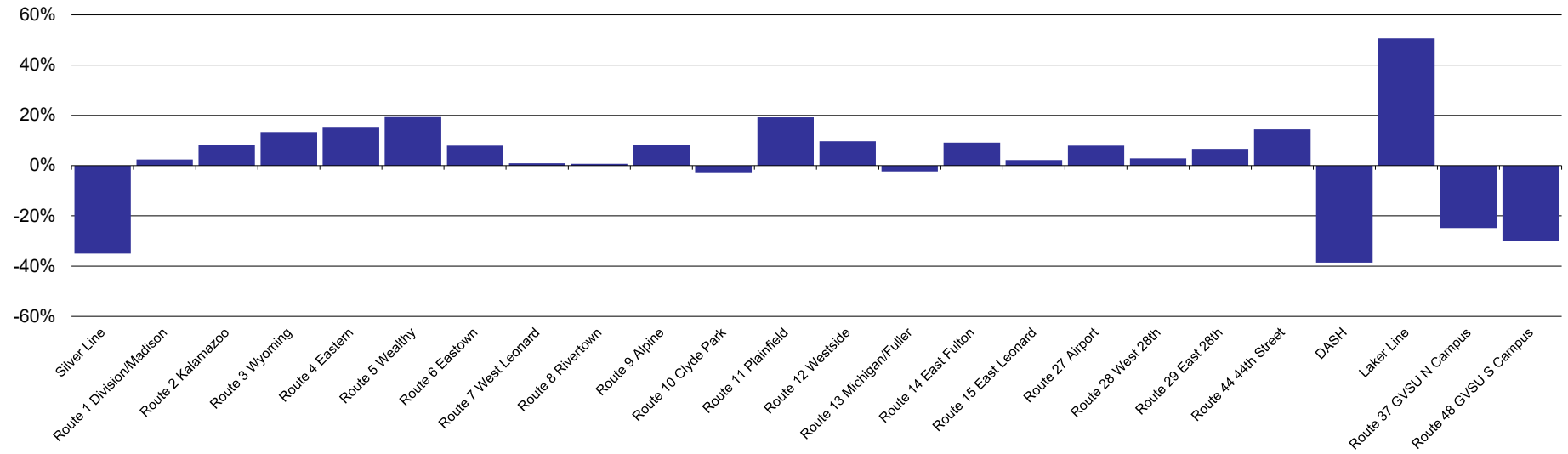
Table with 4 columns: Service Type, FY 2023, FY 2022, % Change. Rows include Regular Fixed Route Service, Contracted Service, and Total Fixed Route Ridership YTD.



## Monthly Weekday Average Ridership History



## Percent Change by Route: August 2023 compared to August 2022





## Interurban Transit Partnership

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**Date:** September 27, 2023  
**To:** ITP Board  
**From:** Linda Medina, Director of Finance  
**Subject:** July 2023 Operating and Grant Statements and Professional Development and Travel Reports

Attached are the financial reports through July 31, 2023, for general operating and grants. Also attached are the Professional Development and Travel report.

### FY 22/23 YTD Operating Statement Analysis

Total revenues are 1.4% above budget before federal assistance:

- Linehaul fares and ridership are slightly above budgeted, while GO Bus is slightly below.
- Sales of Transportation Services overall is slightly above budget. Township Services are projected to be less than budgeted as a result of the reduction of hours due to contract changes.
- Property tax revenue remains consistent while State Operating Assistance fluctuates as expenses are lower than anticipated.

Total expenses are 10% under budget after the use of 5307 preventive maintenance funding:

- Contractual Services is under budget as a result of the reduction in billable security hours over the contract due to staffing.
- Materials and supplies are trending favorably as the net effect of the overall variances between actual versus budgeted. Fuel costs and consumption continue to be positive.
- Utilities, Insurance, and Miscellaneous are under budget due to actual insurance policy costs being lower than budgeted.

Please feel free to reach out to me directly at (616) 774-1149 or [imedina@ridetherapid.org](mailto:imedina@ridetherapid.org) with any additional questions regarding the attached financial reports.

The Rapid  
Operating Statement  
Year to Date as of July 31, 2023

	YTD as of July 31, 2023		Variance		Last Year	Current Year
	Budget	Actual	\$	%	FY 21/22* YTD Actual	FY 22/23** Annual Budget
<b>Revenues and Operating Assistance</b>						
Passenger Fares	\$ 3,295,967	\$ 3,497,776	\$ 201,809	6.1%	\$ 3,224,028	\$ 3,978,849
<b>Sale of Transportation Services</b>						
CMH Contribution	335,968	341,834	5,866	1.7%	322,678	414,711
Dash Contract	1,216,862	1,352,354	135,492	11.1%	1,968,275	1,465,874
Grand Valley State University	2,682,721	2,623,654	(59,067)	-2.2%	2,827,028	3,113,764
Van Pool Transportation	-	(1,242)	(1,242)		47,292	-
Township Services	362,413	339,513	(22,900)	-6.3%	357,334	434,895
Other	345,292	361,004	15,712	4.6%	216,516	485,491
Subtotal Sale of Transportation Services	4,943,256	5,017,117	73,861	1.5%	5,739,123	5,914,735
State Operating	12,372,296	11,462,411	(909,885)	-7.4%	11,149,793	15,448,739
Property Taxes	15,193,779	15,523,020	329,241	2.2%	15,117,027	18,232,535
Advertising & Miscellaneous	551,406	1,355,514	804,108	145.8%	546,346	682,340
Subtotal Revenues and Operating Assistance	36,356,704	36,855,838	499,134	1.4%	35,776,318	44,257,198
Grant Operating Revenue	6,934,717	8,321,661	1,386,944	20.0%	17,420,742	8,321,660
<b>Total Revenues and Operating Assistance</b>	<b>\$ 43,291,421</b>	<b>\$ 45,177,499</b>	<b>\$ 1,886,078</b>	<b>4.4%</b>	<b>\$ 53,197,060</b>	<b>\$ 52,578,858</b>
<b>Expenses</b>						
<b>Salaries and Wages</b>						
Administrative	\$ 5,085,890	\$ 4,598,874	\$ (487,017)	-9.6%	\$ 4,383,574	\$ 6,275,114
Operators	12,244,734	10,524,280	(1,720,454)	-14.1%	11,060,855	14,940,291
Maintenance	1,852,019	1,819,391	(32,627)	-1.8%	1,660,184	2,291,256
Subtotal Salaries and Wages	19,182,643	16,942,545	(2,240,098)	-11.7%	17,104,612	23,506,661
Benefits	8,136,794	7,208,711	(928,083)	-11.4%	6,515,881	9,965,287
Contractual Services	2,579,929	2,373,001	(206,928)	-8.0%	2,487,268	3,942,021
<b>Materials and Supplies</b>						
Fuel and Lubricants	2,833,522	2,221,931	(611,591)	-21.6%	2,193,221	3,421,740
Other	1,395,282	1,346,608	(48,674)	-3.5%	1,251,474	1,990,688
Subtotal Materials and Supplies	4,228,804	3,568,539	(660,265)	-15.6%	3,444,695	5,412,428
Utilities, Insurance, and Miscellaneous	4,315,254	3,860,232	(455,023)	-10.5%	3,467,596	5,684,786
Purchased Transportation	6,199,379	6,224,159	24,780	0.4%	4,757,544	7,765,005
Expenses Before Capitalized Operating	44,642,803	40,177,187	(4,465,617)	-10.0%	37,777,596	56,276,188
Capitalized Operating Expenses	(2,740,032)	(924,368)	1,815,665	-66.3%	-	(3,454,052)
<b>Total Operating Expenses</b>	<b>\$ 41,902,771</b>	<b>\$ 39,252,819</b>	<b>\$ (2,649,952)</b>	<b>-6.3%</b>	<b>\$ 37,777,596</b>	<b>\$ 52,822,136</b>
Net Surplus/(Deficit) before Grant Revenue		\$ (2,396,981)			\$ (2,001,279)	
Net Surplus/(Deficit) after Grant Revenue		\$ 5,924,680			\$ 15,419,463	

\* Fiscal year is 10/1/2021 - 9/30/2022

\*\* Fiscal year is 10/1/2022 - 9/30/2023

Interurban Transit Partnership  
Grant Revenues & Expenditures  
Month Ended 07/31/23

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target 83%
<u>Grant Revenue</u>						
1. Federal Grant Assistance	16,232,189	16,232,189	2,320,707	10,897,546	5,334,643	67%
2. State Grant Assistance	4,058,047	4,058,047	580,177	2,724,387	1,333,660	67%
3. Transfer In - Operating Budget	0	0	0	0	0	100%
4. Use of Restricted Net Assets	0	0	0	0	0	100%
5. Other Local	0	0	0	0	0	100%
6. Total Grant Revenue	20,290,236	20,290,236	2,900,884	13,621,933	6,668,303	67%
<u>Labor</u>						
7. Administrative Salaries	0	0	0	0	0	100%
8. Driver Wages	0	0	0	0	0	100%
9. Temporary Wages	0	0	0	0	0	100%
10. Fringe Benefit Distribution	0	0	0	0	0	100%
11. Total Labor	0	0	0	0	0	100%
<u>Material &amp; Supplies</u>						
12. Tires & Tubes	322,000	322,000	22,753	220,372	101,628	68%
13. Office Supplies	0	0	0	0	0	100%
14. Printing	0	0	0	0	0	100%
15. Total Material & Supplies	322,000	322,000	22,753	220,372	101,628	68%
<u>Purchased Transportation</u>						
16. Purchased Transportation	1,200,000	1,200,000	88,038	973,800	226,200	81%
17. Specialized Services	0	0	0	265,285	265,285-	100%
18. Total Purchased Transportation	1,200,000	1,200,000	88,038	1,239,085	39,085-	103%
<u>Other Expenses</u>						
19. Dues & Subscriptions	26,000	26,000	0	24,060	1,940	93%
20. Professional Development	0	0	0	0	0	100%
21. Miscellaneous	0	1,859	0	1,859	0	100%
22. Total Other Expenses	26,000	27,859	0	25,919	1,940	93%
<u>Leases</u>						
23. Office Lease	0	0	0	0	0	100%
24. Transit Center Lease	0	0	0	0	0	100%
25. Storage Space Lease	0	0	0	0	0	100%
26. Total Leases	0	0	0	0	0	100%
<u>Capital</u>						
27. Rolling Stock	4,320,079	4,320,079	2,157,154	3,625,866	694,213	84%
28. Facilities	3,617,625	4,055,443	311,603	3,855,443	200,000	95%
29. Equipment	675,298	1,883,609	6,703	1,683,609	200,000	89%
30. Other	1,742,950	1,541,091	99,989	1,418,650	122,441	92%
31. Total Capital	10,355,952	11,800,222	2,575,449	10,583,568	1,216,654	90%
32. Planning Services	4,932,231	3,486,102	52,419	387,994	3,098,108	11%
33. Capitalized Operating	3,454,053	3,454,053	162,225	1,164,995	2,289,058	34%
34. Total Expenditures	20,290,236	20,290,236	2,900,884	13,621,933	6,668,303	67%



PROFESSIONAL DEVELOPMENT & TRAVEL REPORT  
 ALL EMPLOYEES  
 JULY 2023

AMOUNT	PURPOSE	EMPLOYEE (s)	LOCATION
\$ 2,354.95	APTA TRANSform Conference	S. Schipper, J. Nguyen D. Woods, S. Johnson, E. Beard, R. McDaniel, B. Majors, E. Anderson, E. Thalison, & J. Cimini	Orlando, FL
\$ 420.00	Transit Supervisor Certification Course		Grand Rapids, MI
<u>\$ 2,688.98</u>	Vista Annual Conference	N. Groendal, C. Reveles, A. Prokopy	Fort Worth, TX
<u>\$ 5,463.93</u>			

\*This total does not include incidental travel and meeting expenses such as mileage, parking, lunch meetings, etc.



# THRIVING

## Steering Committee Meeting

September 11, 2023

**A framework for the future of connectivity.**

## Benchmark Peers

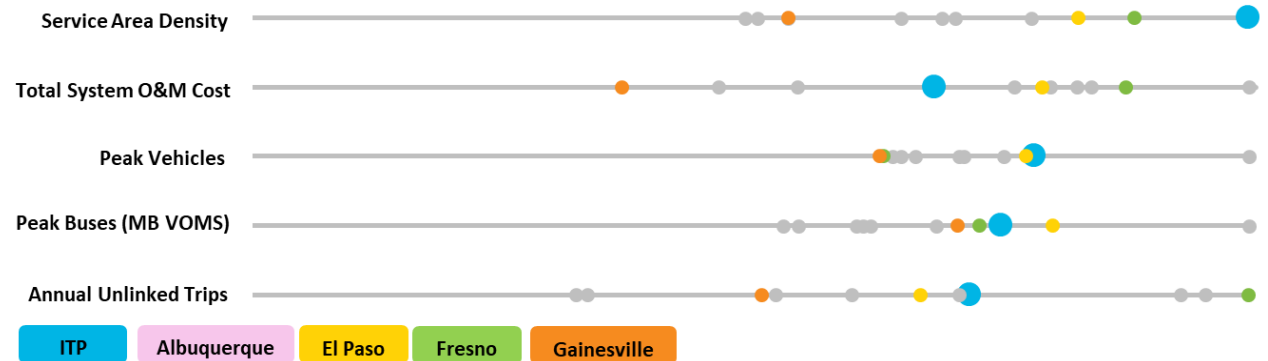
Relative peers based on operational and financial characteristics

Compared by National Transit Database (NTD) data

Service efficiency, service, cost-effectiveness and funding sources

### Peers

- Ann Arbor
- Albuquerque
- Lansing
- Clark County, WA (suburban Portland, OR)
- Des Moines
- El Paso
- Fresno, CA
- Dayton, OH
- Gainesville, FL
- Madison, WI



# Peers Analysis - Aspirational Peers



## Peers

- The Ride**  
(Ann Arbor, MI)
- IndyGo**  
(Indianapolis, IN)
- CapMetro** (Austin, TX)
- LA Metro**  
(Los Angeles, CA)
- Metro Transit**  
(Minneapolis, MN)
- Sound Transit**  
(Seattle, WA)



# Peer Interviews – Insights

## MetroTransit (Minneapolis, MN)

### Sustainable Funding

- Large capital support funds from state (MPO)
- 1.204 mills property tax levy (capital funding)
- New 0.75% sales tax revenue established in last legislative session

### Successful TOD

- Large team of TOD-dedicated staff
- FTA grants for station area planning (LRT & BRT, preemptive re-zoning)
- Regional development guide (MPO) & Metro Transit 2013 TOD Policy
- Development agreements on city/Metro-owned property (economic development support)

### Mode Split

- Unified fare collection with other agencies
- Bikeway/parking coordination at / to stations
- Mobility hubs at stations

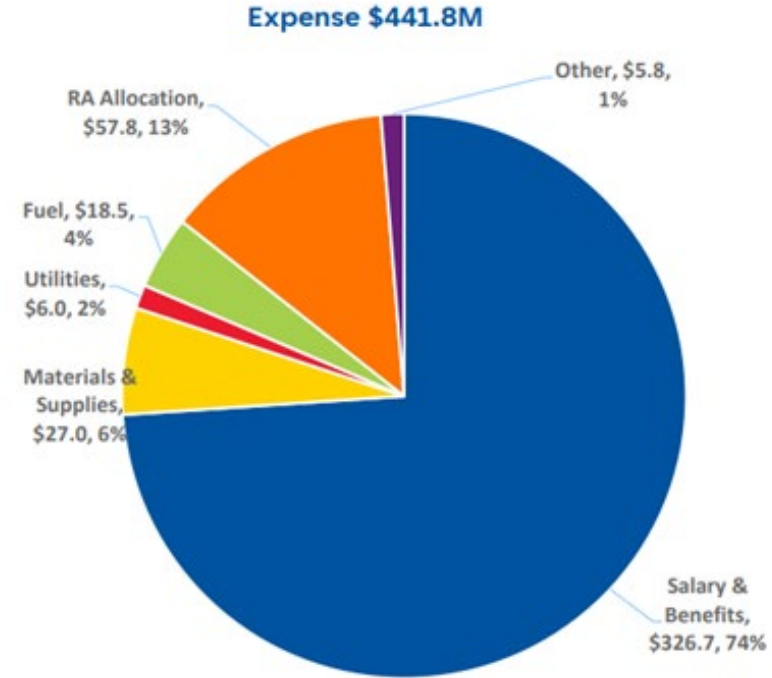
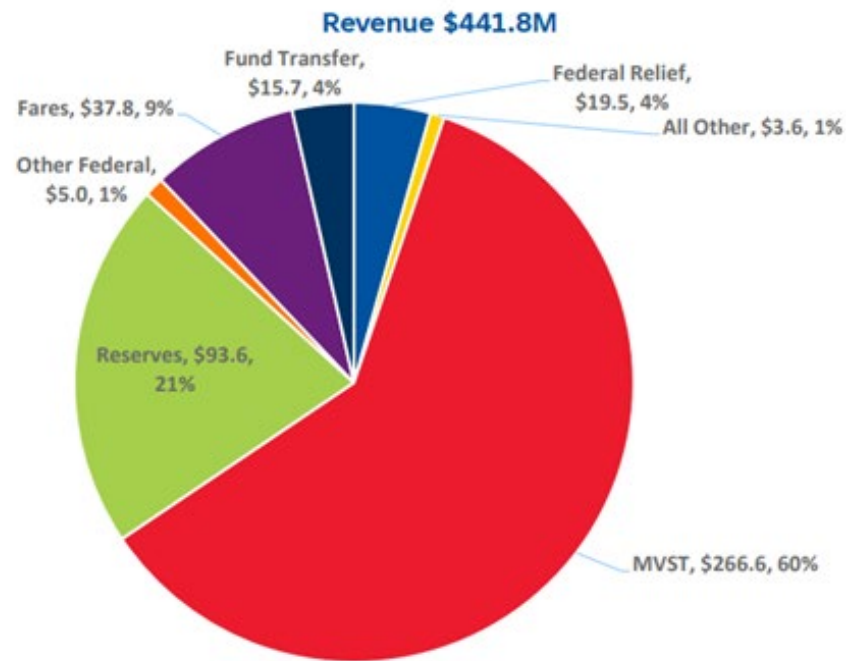
### Transit Service Operations

- BRT always replaces a high frequency route
- Will keep off board fare collection on BRT to keep buses moving quickly

### Affordable housing

- Led by the state (funding) and city (zoning)

## Metro Transit Bus 2024 Operating Revenue & Expense (To Be Updated with Sales Tax Revenue)



Data Source:  
Metro Transit

# Peer Interviews – Insights

## CapMetro (Austin, TX)

### Sustainable Funding

- ▶ New property tax towards operations/maintenance/capital (*only for Project Connect projects*)
- ▶ 1% sales tax
  - Formula where each community pays depending on their usage
- ▶ Many grant opportunities (*e.g., small starts grant - coordinated with the city to make sure land use patterns matched what the grant was looking for, prepositioning*)

### Successful TOD

- ▶ Champion within CapMetro, coordinates with the city

### Innovative Marketing

- ▶ Large community presence
  - Hired “community connectors” from within the community for 2-years
- ▶ Communicate the value of community input received, let people know their voice has been heard

### Affordable Housing

- ▶ Collaborate with the city on policies
- ▶ eTOD policy
- ▶ Development agreements on city/CapMetro-owned property

### Success with Regional Expansion

- ▶ Dedicated to fostering regional relationships

# Austin, TX - Project Connect



# THRIVING

Image Source:  
KXAN

The Rapid Transit Master Plan

SLIDE 12



# Peer Interviews - Insights

## Sound Transit (Seattle, WA)

### Sustainable Funding

- Dedicated revenue source from RTA tax and tax during annual car inspection

### Successful TOD

- Surplus land policy for affordable housing redevelopment
- Large TOD-focused team (9)

### Affordable Housing

- State statute requires 80% of surplus property to be used for affordable housing

### Medium Sized City with Mode Split

- Plan for multi-modal to station area during planning process (urban Design)
- External pressures shift travel demand towards alternatives (e.g, expensive housing, parking, etc.)

### Innovative Marketing

- Community-engagement dedicated staffer
- Community engaged as part of goal setting prior to RFP process
- Diverse RFP review committee

# Sound Transit – Federal Way Transit Center Station (Lynwood Link Extension LRT)



Image Source:  
Sound Transit

# Peer Interviews - Insights

## The Ride (Ann Arbor, MI)

### Sustainable Funding

- Permanent millage that is renewed every 5 years
- Millage used for operations, 5307 and Covid relief funding for capital
- Surveyed community to identify strong support across all cities for millage rate range, used that to inform recent millage increase
  - Lesson learned: best foot forward, go big!

### Innovative Marketing

- Strong public engagement strategies during city's long range plan (A<sup>2</sup>Zero)

### Affordable Housing

- Coordinate with Ann Arbor Housing to connect affordable housing projects with transit services

### Success with Regional Expansion/Partnership

- Purchased transportation services contacts with other municipalities to provide transit service (net-cost)
- Strong coordination with city goals during last long-range plan (A<sup>2</sup>Zero)



## Peers Analysis - Categories

### *Primary Topics / Categories*

- Sustainable Funding
- Successful TOD
- Medium-Sized City Mode Split
- Innovative Marketing
- Affordable Housing
- Success with Regional Expansion

### *Additional Topics / Categories*

- IT Improvements
- Contract Rate Methodology
- Safety Best Practices
- Measuring Customer Experience
- Data Analytics/Visualization Tools
- Public Policy/Government Affairs

***Any other topics that you'd like to learn about from peers?***