



**C-TRAN BOARD OF DIRECTORS  
MEETING MINUTES**

**March 8, 2022**

The C-TRAN Board of Directors Meeting was held Tuesday, March 8, 2022 with staff located at the C-TRAN Administration Offices, 10600 NE 51<sup>st</sup> Circle, Vancouver, WA 98682, and Board Members and Legal Counsel attending via WebEx.

**CALL TO ORDER**

Chair Temple Lentz called the meeting to order at 5:30 p.m.

**ROLL CALL OF BOARD MEMBERS**

**PRESENT:** Greg Anderson – City of Camas, Jim Bennett - Labor Representative, Karen Bowerman – Clark County Council, Molly Coston – City of Washougal, Bart Hansen – City of Vancouver, Philip Johnson – City of Battle Ground, Temple Lentz – Clark County Council, Anne McEnerny-Ogle – City of Vancouver, Ty Stober – City of Vancouver

**ABSENT:** Ron Onslow – Cities of La Center and Ridgefield and Town of Yacolt

**STAFF PRESENT**

Chief Executive Officer Shawn Donaghy, Deputy Chief Executive Officer Monica Tellez-Fowler, Chief Capital Projects & Planning Officer Scott Patterson, Chief Operations Officer Inessa Vitko, Legal Counsel Aaron Millstein, IT Systems Administrator Caleb Cooper, Executive Office Manager/Clerk of the Board Debbie Jermann

**PLEDGE OF ALLEGIANCE**

Chair Lentz led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

**ANNE McENERNY-OGLE MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO APPROVE THE AGENDA.**

**PUBLIC COMMENT**

None

## **CONSENT AGENDA**

- 1. APPROVAL OF BOARD MEETING MINUTES: FEBRUARY 8, 2022**
- 2. TRANSMITTAL OF CLAIMS NUMBERED 132371 THROUGH 132846, ELECTRONIC ACCOUNTS PAYABLE (EAP) VOUCHER NUMBERS EAP0265 THROUGH EAP0324, PLUS NET PAYROLL PAID IN FEBRUARY 2022 IN THE TOTAL AMOUNT OF \$6,797,803.07**
- 3. STATE CONTRACT AWARD: ELECTRIC BUS PURCHASE, STAFF REPORT #22-007**

In April 2021, the State of Washington issued a solicitation for Heavy Duty Transit Buses. The State of Washington awarded the contract to five (5) vendors including Gillig Corporation. Vehicles obtained under this agreement have been competitively procured. C-TRAN is eligible to use this contract as a member of the Master Contracts Usage Agreement. C-TRAN's past experience of purchasing vehicles under a state purchasing agreement indicates that prices are consistently lower than those of local dealers. The proposed purchase of two 40' battery-electric buses under the State of Washington contract will join the eight (8) 40' battery-electric buses that were previously approved by the C-TRAN Board in June 2021, utilizing the Commonwealth of Virginia Contract No. E194-81688. This completes the ten (10) 40' battery-electric bus purchase as identified in the agency's Fixed Route Bus Replacement Plan. After reviewing the State of Washington contract, in conjunction with the prior review of the Commonwealth of Virginia contract, C-TRAN selected Gillig Corporation as the most qualified bus manufacturer for the purchase of all ten (10) 40' battery-electric buses. All required charging stations were procured as part of the June 2021 order and so no additional charging stations are included with the proposed Washington State contract purchase. Prior to entering into an agreement for the purchase of the buses, staff must complete a pre-award Buy America audit of the vehicle. Gillig is currently compiling all necessary documentation for the audit. Therefore, pending a determination of compliance with all Buy America pre-award requirements, staff recommends entering into contract with Gillig Corporation to provide the required vehicles.

**GREG ANDERSON MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO APPROVE THE CONSENT AGENDA.**

## **ACTION ITEM**

- 1. CONTRACT AWARD: HIGHWAY 99 BUS RAPID TRANSIT (BRT) DESIGN, STAFF REPORT #22-008**

Chief Capital Projects and Planning Officer Scott Patterson provided the staff report.

With C-TRAN's second successful BRT project, Mill Plain BRT, now in construction, the agency is working to develop its next BRT corridor along Highway 99. The planning, design and engineering for the Highway 99 BRT project will be divided into two (2) distinct phases that are summarized below:

- Phase One: Locally Preferred Alternative
  - This will include working with the public and other key stakeholders to examine some different alternatives (i.e. routing/alignment/station location options in downtown Vancouver and the north end of Highway 99 out to Salmon Creek).

- Once a Locally Preferred Alternative (LPA) has been approved by the C-TRAN Board, the consultant team will take that alternative to a 15 percent design level.
- Phase Two: Project Development
  - Design/Engineering through final design
  - Environmental (NEPA/SEPA) concurrence

**ANNE McENERNY-OGLE MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH HDR ENGINEERING, INC. FOR THE HIGHWAY 99 BRT DESIGN AT A COST NOT TO EXCEED \$2,000,000 FOR PHASE 1.**

## **COMMUNICATIONS**

### **From the Chair**

Chair Lentz asked that staff schedule a spring 2022 Board Retreat, and asked that Board Members provide input on what they would like to see addressed at the retreat.

Chair Lentz asked that the Board consider moving back to in-person meetings.

### **From the Board**

Board Member McEnery-Ogle concurred that a Board Retreat was needed, and recognized C-TRAN employees for their hard work, on Transit Employee Appreciation Day, March 18, 2022.

Board Member Anderson concurred that a retreat would be beneficial, and thanked CEO Donaghy and Interstate Bridge Replacement project staff for their presentation to the Camas City Council on IBR project.

Board Member Stober agreed it was time to consider moving back to in-person meetings.

### **From the Chief Executive Officer**

CEO Donaghy said C-TRAN would like to bench test a hybrid in-person and virtual meeting platform in April, with the goal to go live at the May meeting.

CEO Donaghy asked the Board to provide staff feedback on the agenda for the Board Retreat, and the retreat will be tailored to meet individual and jurisdiction needs.

CEO Donaghy said C-TRAN Employees appreciate the support of the Board of Directors.

CEO Donaghy advised the Hero Pass, which provides free rides to Veterans and Active Military has been launched, and urged all Veterans and Active Military to take advantage of the pass.

C-TRAN is currently participating in the Federal Triennial Review and the final report will be shared with the Board.

1. Interstate Bridge Replacement (IBR) Project Update

CEO Donaghy provided an update to the timeline for selection of a Locally Preferred Alternative (LPA), as outlined in the PowerPoint presentation, attached to these minutes as **Exhibit A**.

Board Member McEnery-Ogle noted that the City of Vancouver would not be able to meet the proposed timeline.

**From Legal Counsel**

None

**ADJOURNMENT**

Hearing no further business, the meeting was adjourned at 5:55 p.m.

Prepared By: Clerk of the Board Debbie Jermann, MMC

# Boards and Councils

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Washington	Oregon
April 11 – <b>COV Council Workshop: IBR Climate Session</b>	Feb 8 – <b>Metro Council: Draft Work Session</b>
May 3 – <b>RTC Board of Directors Meeting: Program Update</b>	March 8 – <b>Metro Council: Draft Work Session</b>
May 9 or 16 - <b>COV Council Workshop: Review refined design options &amp; preview LPA language</b>	April TBD – <b>City of Portland Council: Public Hearing</b>
June 6 - <b>COV Council Workshop: Review draft resolution on modified LPA</b>	May 10 - <b>City of Portland Council: Work Session: Share Modified LPA</b>
June 7 – <b>RTC Board of Directors meeting: Share Modified LPA</b>	May/June - <b>City of Portland Council: Advisory Committee Meetings</b>
June 14– <b>C-TRAN Board of Directors Meeting: Share Modified LPA</b>	April – <b>Metro Council: Draft Work Session</b>
June 27 – <b>COV Council Meeting: Endorse Modified LPA</b>	May - <b>Metro Council: Draft Work Session</b>
June 28 – <b>POV Board of Directors Meeting: Share and Endorse Modified LPA</b>	May 11 - <b>Port of Portland - Board of Commissioners: Share Modified LPA</b>
July 5 – <b>RTC Board of Directors Meeting: Endorse Modified LPA</b>	May 26– <b>TriMet Board of Directors Briefing: Share Modified LPA</b>
July 12 – <b>C-Tran Board of Directors Meeting: Endorse Modified LPA</b>	Early June – <b>City of Portland Council: Endorse Modified LPA</b>
	Early June– <b>JPACT: Endorse Modified LPA - TENTATIVE</b>
	June 15 – <b>Port of Portland – Board of Commissioners: Endorse Modified LPA</b>
	June 22 – <b>TriMet Board of Directors: Endorse Modified LPA</b>
	Mid-June – <b>Metro Council: Endorse Modified LPA</b>

