



## BOARD OF DIRECTORS REGULAR MEETING

Thursday, May 9, 2024, at 6 p.m.

Benton County Administration Building, Room 303  
7122 W. Okanogan Place Building E, Kennewick, Washington

*Notice: Meeting attendance options include in-person and virtual via Zoom  
Spanish language translation is available via Zoom*

Meeting Link:

<https://zoom.us/j/98962178731?pwd=OGg1amhEQXA0RG5QRTdqNnFpRGN5dz09>

Phone: 253-215-8782 / Toll Free: 877-853-5247

Meeting ID: 989 6217 8731 / Password: 833979

If you wish to provide written comments to the Board or speak during the Public Comments portion of a Board meeting, please submit [this form](#). If you wish to make public comments during the meeting, you must attend the meeting in person, not via Zoom.

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### AGENDA

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| 1. Convene Board Meeting   | Chair Will McKay   |
| 2. Roll Call   | Anel Montejano     |
| 3. Pledge of Allegiance  | Chair McKay        |
| 4. Public Comments   | Chair McKay        |
| 5. Approval of Agenda ( <i>page 1</i> )                            | Chair McKay        |
| 6. Recognitions  |                    |
| A. Resolution 24-2024 Retirement of Debra Brown ( <i>page 5</i> )  | Megan Schmidt      |
| 7. Citizens Advisory Network (CAN) Report                          | Dori Luzzo-Gilmour |
| 8. Consent Agenda  |                    |
| A. April 11, 2024, Regular Board Meeting Minutes ( <i>page 6</i> ) |                    |
| B. April Voucher Summary ( <i>page 13</i> )                        |                    |

C. Resolution 25-2024 Authorizing the Interim General Manager to Enter Into Contract for Replacement Engines for up to 20 Coaches and Optional Parts *(page 33)*

**9. Discussion & Informational Items**

- A. First Quarter 2024 Performance Report *(page 36)* Kevin Sliger
- B. Modification of Fares (Resolution 09-2024) *(page 43)* Sarah Funk
- C. Modification of 2024 Annual Service Plan (Resolution 50-2023) *(page 56)* Kevin Sliger

**10. Staff Reports & Comments**

- A. Legal Report Jeremy Bishop
- B. Financial Report *(page 120)* Sarah Funk
- C. Interim General Manager’s Report Sarah Funk

**11. Board Member Comments**

**12. Executive Session**

An Executive Session will be held under RCW 42.30.110(b).

**13. Other**

**14. Next Meeting**

Board Workshop – Thursday, July 11, 2024, at 5:00 p.m.

Regular Board Meeting – Thursday, July 11, 2024, at 6:00 p.m.

**15. Adjournment**



## **JUNTA DIRECTIVA REUNIÓN ORDINARIA**

**Jueves, 9 de Mayo, 2024, a las 6 p.m.**

**Edificio de la Administración del Condado de Benton, Sala 303  
7122 W. Okanogan Place, Building E, Kennewick, Washington**

*Aviso: Las opciones de asistencia a las reuniones incluyen en persona y  
virtuales a través de Zoom  
Traducción al Español está disponible a través de Zoom*

**Enlace de la reunión:**

<https://zoom.us/j/98962178731?pwd=OGg1amhEQXA0RG5QRTdqNnFpRGN5dz09>

**Teléfono: 253-215-8782 / Número gratuito: 877-853-5247**

**ID de Reunión: 989 6217 8731 / Contraseña: 833979**

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Si desea proporcionar comentarios por escrito a la Junta o hablar durante la parte de Comentarios Públicos de una reunión de la Junta, favor envíe [este formulario](#). Si desea hacer comentarios públicos durante la reunión debe asistir la reunión en persona, no a través de Zoom.

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### **AGENDA**

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|--|-----------------------|
| <b>1. Convocar reunión de la Junta</b>                     | Presidente Will McKay |
| <b>2. Pase de lista</b>                                    | Anel Montejano        |
| <b>3. Juramento de Lealtad</b>                             | Presidente McKay      |
| <b>4. Comentarios públicos</b>                             | Presidente McKay      |
| <b>5. Aprobación de la agenda (página 1)</b>               | Presidente McKay      |
| <b>6. Reconocimientos</b>                                  |                       |
| A. Resolución 24-2024 Jubilación de Debra Brown (página 5) | Megan Schmidt         |
| <b>7. Reporte del Citizens Advisory Network (CAN)</b>      | Dori Luzzo-Gilmour    |
| <b>8. Agenda de consentimiento</b>                         |                       |

- A. 11 de Abril, 2024, Actas de la Reunión Ordinaria de la Junta (*página 6*)
- B. Resumen de los Comprobantes de Abril (*página 13*)
- C. Resolución 25-2024 Autorizando al Interino Director General para Entrar en Contrato para Reemplazar Motores hasta 20 Coches y Partes Opcionales (*página 33*)

**9. Temas de discusión y de información**

- A. Primer trimestre del 2024 Informe de Desempeño de la Agencia (*página 36*) Kevin Sliger
- B. Modificación de Tarifas (Resolución 09-2024) (*página 43*) Sarah Funk
- C. Modificación del 2024 Plan Anual de Servicios (Resolución 50-2023) (*página 56*) Kevin Sliger

**10. Informes y comentarios del personal**

- A. Informe Jurídico Jeremy Bishop
- B. Reporte Financiero (*página 120*) Sarah Funk
- C. Informe del Director General Sarah Funk

**11. Comentarios de los miembros de la Junta**

**12. Sesión ejecutiva**

Sesión ejecutiva se llevar acabo bajo RCW 42.30.110(b).

**13. Otro**

**14. Próxima reunión**

Seminario para la Junta – Jueves, 11 de Julio, 2024, a las 5:00 p.m.

Reunión ordinaria de la Junta - Jueves, 11 de Julio, 2024, a las 6:00 p.m.

**15. Aplazamiento**



**BEN FRANKLIN TRANSIT**

**RESOLUTION 24-2024**

**A RESOLUTION RECOGNIZING BEN FRANKLIN TRANSIT EMPLOYEE  
DEBRA BROWN’S YEARS OF SERVICE**

WHEREAS, Debra Brown spent years at Ben Franklin Transit serving her community as a Dial-A-Ride Driver. Debra’s friendly demeanor made customers and co-workers feel welcomed. Debra understood what providing exceptional customer service was and what it meant to her passengers, always making sure the passengers’ needs were met. BFT appreciates all the time and dedication you provided to the organization and our community. We wish you the best in all future endeavors. Thank you, and congratulations on your retirement; and

WHEREAS, Debra Brown submitted a notice of retirement to BFT with an effective date of April 30th, 2024;

NOW, THEREFORE, BE IT RESOLVED BY THE BEN FRANKLIN TRANSIT BOARD OF DIRECTORS THAT:

1. Debra Brown served Ben Franklin Transit and the Tri-Cities communities well in her position as a Dial-A-Ride Driver for nineteen (19) years.
2. The Ben Franklin Transit Board of Directors affirms the recognition of Debra Brown, Dial-A-Ride Driver, for her professional effort on behalf of the agency, its employees, and its customers. Debra, BFT wishes you the best in all your future endeavors and congratulates you on your retirement.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting held Thursday, May 9, 2024, at 7122 W. Okanogan Place Building E, Kennewick, Washington.

ATTEST:

\_\_\_\_\_  
Anel Montejano, Clerk of the Board

\_\_\_\_\_  
Will McKay, Chair

APPROVED AS TO FORM BY:

\_\_\_\_\_  
Jeremy J. Bishop, Legal Counsel



## BOARD OF DIRECTORS REGULAR MEETING

Thursday, April 11, 2024, at 6 p.m.

**Benton County Administration Building, Room 303  
7122 W. Okanogan Place Building E, Kennewick, Washington**

*Meeting attendance options included in-person and virtual via Zoom*

### MINUTES

#### 1. CONVENE BOARD MEETING

Chair Will McKay called the meeting to order at 6:00 p.m.

Clerk of the Board Anel Montejano asked the Board of Directors to state their name when their jurisdiction or organization is called.

#### 2. ROLL CALL

Representing	Attendee Name	Title	Status
City of Pasco	Peter Harpster	Alternate	Present
City of Kennewick	Brad Beauchamp	Vice Chair	Present
City of Richland	Kurt Maier	Director	Present
City of West Richland	Richard Bloom	Director	Present
Franklin County #2	Stephen Bauman	Director	Present
Franklin County #1	Clint Didier	Director	Present
Benton County	Will McKay	Chair	Present
City of Prosser	Steve Becken	Director	Present
City of Benton City	David Sandretto	Director	Excused
Teamsters Union 839	Caleb Suttle	Union Representative	Present

**BFT Staff:** Shane Anderson, Brittany Archibald, Tina Braswell, Janet Brett, Imelda Collop, Jamie Cooper, Terry DeJuan, Michaela Dimas, Sarah Funk, Catherine Hamm, Shelley Horton, Brian Lubanski, Gabe Martin, Mackenzie Miller, Anel Montejano, Shawna Munyan, Rob Orvis, Matt Owens, Joe Pomponio, Jonathan Rider, Joshua Rosas, Kevin Sliger, Cristina Templeton, Solomon Torelli, Kathryn Wall, Wayne Welle, Michael Wells, Heather Willoughby

**Legal Counsel:** Jeremy Bishop

**Interpreters:** Ruth Medina, Ynez Vargas

3. **PLEDGE OF ALLEGIANCE**

Chair McKay led the meeting participants in the Pledge of Allegiance.

4. **ACTION ITEM**

A. **Resolution 17-2024 Board Meeting Participation Policy**

BFT Legal Counsel Jeremy Bishop presented a resolution to adopt Public Participation at Public Meetings of the Board of Directors. If the Board wants to extend the time for public comment beyond 30 minutes, a motion and vote would need to take place. The Board agreed to have 30 minutes for each of the two separate public comment periods in tonight's Board meeting.

*Director Bloom moved for approval of the Resolution 17-2024 as amended to change the reference to council in Page 2, Item H, and city council in VI. The motion was seconded by Director Beauchamp and passed unanimously.*

5. **PUBLIC COMMENTS**

Chair McKay then opened the meeting to comments from the public.

Jamie Torres, a resident of Kennewick, spoke against the sales tax reduction.

Matt Watkins, Executive Director of the Pasco Public Facilities District, addressed the Board and spoke about the opportunity to work with Ben Franklin Transit and projects in the Tri-Cities area. He also spoke in favor of the public transit system.

Raul Sital, Assistant Superintendent of Operations for the Pasco School District, addressed the Board and spoke in favor of Ben Franklin Transit services and the Youth Passes.

Bill Barlow, a resident of Kennewick and former employee at Ben Franklin Transit, addressed the Board and spoke against the sales tax reduction.

Carol Larkin, a resident of Richland, addressed the Board and spoke against the sales tax reduction.

Ed Frost, a resident of Kennewick and member of the Citizens Advisory Network, addressed the Board on the resolution passed on Board Meeting Participation Policy. He spoke in favor of the Board having the ability to increase the time allotted for public comments.

Alice Arms, a resident of West Pasco and Dial-A-Ride customer, spoke against outsourcing Dial-A-Ride services and sales tax reduction.

Anna Lang, a resident of Pasco, addressed the Board and spoke against raising fares for Dial-A-Ride services and against the sales tax reduction.

Greg Berg addressed the Board and spoke in favor of Dial-A-Ride services.

Scott Cooper, a resident of Kennewick, addressed the Board and spoke against outsourcing Dial-A-Ride services and nurturing the transit services to grow with the growing community.

**Written Public Comments received:**

Monica, a resident of Pasco, wrote against the sales tax reduction.

Steven, a resident of Kennewick, wrote against the sales tax reduction.

Laila Krowiak, a resident of Richland, wrote against the sales tax reduction.

Lisa Shelton, a resident of West Richland, wrote against the sales tax reduction.

Ryan Learn, a resident of Richland, wrote against the sales tax reduction and commended the Board for their efforts at cost saving and prudent stewardship of taxpayer funds.

Veronika Meiers, a resident of Franklin County, wrote against the sales tax reduction and how ridership has surpassed pre-pandemic numbers.

Debbie Mensinger, a resident of Franklin County, wrote against outsourcing services to Via CONNECT.

Katherine Torelli, a resident of Richland, wrote against the sales tax reduction.

Jacob G, a resident of Pasco, wrote against the sales tax reduction.

Dani Guthrie, a resident of Pasco, wrote against the sales tax reduction.

Rachel LaBelle, a resident of Kennewick, wrote against removal of services.

Aryana Grigsby, a resident of Franklin County, wrote in favor of Ben Franklin Transit services and wants service hours extended.

Patton Salcedo, a resident of Kennewick, wrote in favor of the free Youth Passes.

Hannah Bissell, a resident of Franklin County, wrote in favor of the free Youth Passes.

Solomon Torelli, a resident of Richland, wrote against the sales tax reduction.

Myk Vines, a resident of Richland, wrote in favor of the free Youth Passes.

Priscilla Aguirre, a resident of Kennewick, wrote in favor of the free Youth Passes.

Nayeli Madrigal, a resident of Kennewick, wrote in favor of the free Youth Passes.

Philip Smith, a resident of Kennewick, wrote in favor of the free Youth Passes.

Traci Pierce, a resident of Kennewick, wrote in favor of the free Youth Passes.

Cade Bryan, a resident of Richland, wrote against the sales tax reduction.

Colin Berry, a resident of Richland, wrote against the sales tax reduction.

Francisco Birrueta wrote against limiting public comments at board meetings.

**6. APPROVAL OF AGENDA**

Chair McKay asked for a motion to approve the agenda.

*Director Bloom moved to approve the agenda, and Director Bauman seconded the motion. It passed unanimously.*

**7. RECOGNITIONS**

**A. 2023 Safety Star Award**

Tracey Christianson, Executive Director with WSTIP, presented Ben Franklin Transit with the 2023 Safety Star Award for having a stable safety record in the Fixed Fleet, Paratransit Services, Vanpool and Administrative Operations. A \$5,000 check to be used to recognize the employees of Ben Franklin Transit and a trophy are forthcoming. Ben Franklin Transit last received this award back in 2015.

**B. Resolution 18-2024 Retirement of Bill Barlow**

Chief Planning and Development Officer Kevin Sliger read the Board resolution recognizing Bill Barlow, who was present, for his 6 ½ years of service.

*Director Bloom moved for approval of Resolution 18-2024. The motion was seconded by Director Becken and passed unanimously.*

**8. CITIZENS ADVISORY NETWORK (CAN) REPORT**

Mr. Matthew Howie provided a report on the Citizens Advisory Network. He recognized the Citizens Advisory Network members that were in attendance in person and stated others would be attending via Zoom. The Citizens Advisory Network provided its recommendations to the Board, and there was discussion among Board members.

**9. CONSENT AGENDA**

Chair McKay presented the Consent Agenda items and invited a motion.

**A. March 14, 2024, Regular Board Meeting Minutes**

**B. March Voucher Summary**

**C. Resolution 19-2024 Authorizing the Interim General Manager to Declare Vehicles Listed in Exhibit A as Surplus and Dispose of per BFT Policy FIN-108**

**D. Resolution 20-2024 Adopting the Revised Fixed Assets Policy FIN-102**

*Director Bloom moved for approval of the Consent items. The motion was seconded by Director Becken and passed unanimously.*

**10. DISCUSSION & INFORMATIONAL ITEMS**

**A. Downtown Pasco and West Pasco Update**

Chief Planning and Development Officer Kevin Sliger presented updates on the Downtown Pasco Transit Center and West Pasco projects. An open house was held on the Downtown Pasco concept design to gather information from the public to understand their needs in this

area.

## **B. Special Events Update**

Mr. Sliger presented updates on the special events that Ben Franklin Transit will be providing beyond the scheduled services, noting this year services to the River of Fire will not be provided.

## **C. Financial Report**

Chief Financial Officer and Interim General Manager Sarah Funk presented the financial report, highlighting materials contained in the Board packet.

## **D. Climate Commitment Act Update; Impact of I-2117**

Ms. Funk provided an overview of the Climate Commitment Act (CCA), highlighting materials contained in the Board packet.

# **11. ACTION ITEMS**

## **A. Sales Tax Reduction Resolution**

### **i. Staff Presentation**

Ms. Funk presented on the Impact of Sales Tax Revenue Reduction, including Ben Franklin Transit's approach to addressing uncertainty, operating impact, impact of sales tax reduction, and possible scenarios.

Mr. Sliger presented on the service reductions, service change timeline, capital impacts, and possible service changes.

### **ii. Public Comments**

Public comments were given encouraging the Board members to maintain the current sales tax rate by residents Emily Pearce, Sandra Vantine, Sean Taylor, Ed Frost, Allison Dabler and Anna Ruiz Kennedy.

### **iii. Resolution 21-2024 Regarding Submission of a Proposition to the Voters to Reduce Sales and Use Tax for Public Transportation**

Mr. Bishop presented a memorandum and resolution regarding submission of a proposition to the voters to reduce sales tax.

*Director Maier moved to table Resolution 21-2024 until 2026. The motion was seconded by Director Beauchamp and passed unanimously.*

## **B. Resolution 22-2024 Authorizing the Interim General Manager to Purchase Real Property for the West Pasco Transit Center up to \$3 Million**

Mr. Sliger presented a memorandum and resolution to authorize the Interim General Manager to purchase real property and associated acquisition costs for the West Pasco Transit Center. There was discussion among the Board members about the property for the West Pasco Transit Center.

*Director Didier moved to table Resolution 22-2024 to the next meeting. The motion was seconded by Director Maier. The motion passed 8-1 with Directors Grimm, Beauchamp, Maier, Bauman, Didier, McKay, Becken and Sandretto voting in favor and Director Bloom*

*voting against.*

**C. Resolution 23-2024 Authorizing the Interim General Manager to Award the Enterprise Resource Planning (ERP) Software to Workday, Inc. and System Integrator AVAAP**

Ms. Funk presented a memorandum and resolution to award Enterprise Resource Planning Software to Workday, Inc. and System Integrator AVAAP.

*Director Bauman moved for approval of Resolution 23-2024. The motion was seconded by Director Bloom and passed unanimously.*

**12. STAFF REPORTS & COMMENTS**

**A. Legal Report**

Mr. Bishop announced he had no news, but there will be an executive session.

**B. Interim General Manager's Report**

Ms. Funk reported that April is National Distracted Driving Awareness month. Safety and compliance with state and federal regulations to ensure our drivers and the community we support remain safe are part of the agency's core values of safety.

She reported that we have a new hire that has joined our team, Michael Garlock, who is the new Senior Manager of Safety and Security. He brings an extensive background and is looking forward to developing a safety culture in the coming months for the agency.

Ms. Funk reported that last week, the second class of the year of fixed route drivers graduated; we had 10 of them. We are having a hiring event on May 3 for Dial-A-Ride drivers, with the class expected to start on June 3.

She provided a snapshot of upcoming events: the Autism Journey at the Benton County Fairgrounds, followed by the Senior Times Expo at Southridge on April 16. On April 20 for Earth Day we will participate at the REACH Museum from 12 noon to 4:00 p.m. featuring our new Vanpool models that will be on display, and then on Earth Day itself on Monday, April 22, we will be offering free rides on fixed route only.

She stated currently there are 27 people out on leave of absence.

**13. BOARD MEMBER COMMENTS**

Director Didier asked Ms. Funk about the last comment she made on the 27 people out. Ms. Funk stated there are 27 people out on leave of absence, that is a statistic that Rachelle had been reporting on for months over months. She stated that we had been hovering around a little bit higher, that the number of people who are out on various leaves of absence is currently 27 and in prior months has been as high as 35 or 36. We have been able to return some people to work, which is good news. Director Suttle asked if that included vacations and daybook. Ms. Funk stated that she would have to double check on that, as she got the statistic that was previously reported and does not want to state the wrong information.

**14. EXECUTIVE SESSION**

Mr. Bishop announced an Executive Session would be held under RCW 42.30.110(1)(g) for 10 minutes with anticipated action afterwards. The Board recessed at 9:43 p.m. and returned to open

session at 9:48 p.m.

Upon return, a motion was made to approve Chair McKay entering into an amendment to the General Manager contract with Rachele Glazier that will become a consultant contract upon completion of her using her leave time and the consultant rate would be \$100 an hour.

***Director Bauman moved for approval. The motion was seconded by Director Maier and passed unanimously.***

A second motion was made to approve the appointment of Sarah Funk as the Interim General Manager, subject to the policies of Ben Franklin Transit.

***Director Bauman moved for approval. The motion was seconded by Director Beauchamp and passed unanimously.***

**15. OTHER**

There were no other agenda items.

**16. NEXT MEETING**

The next meeting will be held Thursday, May 9, 2024, at 6 p.m.

**17. ADJOURNMENT**

Chair McKay adjourned the meeting at 9:53 p.m.

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Anel Montejano, Clerk of the Board

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Date





1000 Columbia Park Trail, Richland, WA 99352  
 509.735.4131 | 509.735.1800 fax | www.bft.org

Thursday, May 9, 2024

To: Ben Franklin Board of Directors

From: Sarah Funk, Chief Financial Officer

RE: Vouchers for Apr 2024

Apr 2024 vouchers totaled \$5,302,226.57. An analysis of the vouchers had the following significant vendor payment amounts:

Vendor	Description	Amount
FOWLER GENERAL CONSTRUCTION INC	Contracted Services	\$ 505,769.74
N.W. ADMIN. TRANSFER	Teamsters Medical	\$ 432,249.20
INTERNAL REVENUE SERVICE	Payroll Taxes	\$ 430,928.90
DEPT LABOR & INDUSTRIES	Payroll Taxes	\$ 338,440.29
DEPT OF RETIREMENT SYSTEMS	PERS	\$ 307,747.25
RIVER NORTH TRANSIT LLC	Contracted Services	\$ 241,177.66
COLEMAN OIL COMPANY LLC	Fuel	\$ 210,767.04
ESF DEVELOPMENT LLC	Contracted Services	\$ 117,128.95
STATE OF WASHINGTON	Medical	\$ 103,408.15
BRASCO INTERNATIONAL INC	Contracted Services	\$ 88,620.53
JRT MECHANICAL INC	Contracted Services	\$ 85,351.11
WESTERN CONFERENCE OF	Teamsters Pension	\$ 83,012.11
ARC OF THE TRI-CITIES INC	Contracted Services	\$ 81,037.44
US BANK CORPORATE PAYMENT SYSTEMS	Credit Card	\$ 63,058.92
KPFF INC	Contracted Services	\$ 60,447.81
TCF ARCHITECTURE PLLC	Contracted Services	\$ 54,476.73
EMPLOYMENT SECURITY DEPARTMENT	Payroll Taxes	\$ 40,538.46
STOEL RIVES LLP	Legal Services	\$ 36,820.67
ROCKWALLA IT LLC	Contracted Services	\$ 34,774.57
WEX BANK	Fuel	\$ 34,145.79
SUMMIT LAW GROUP	Legal Services	\$ 33,241.72
WENAHА GROUP INC	Contracted Services	\$ 32,759.69
FGL LLC	Contracted Services	\$ 30,427.66
CUMMINS INC	Vehicle Parts	\$ 29,664.30
BRIDGESTONE AMERICAS INC	Vehicle Parts	\$ 29,359.71
GOODMAN AND MEHLENBACHER	Contracted Services	\$ 29,111.10
WA STATE EMPLOYMENT SECURITY DEPT	Payroll Taxes	\$ 27,160.36
GARDA CL NORTHWEST INC	Contracted Services	\$ 21,416.38
M&L SUPPLY CO INC	Vehicle Parts	\$ 19,056.66
CDW GOVERNMENT INC.	Computer Supply	\$ 19,022.93
DELL MARKETING LP	Computer Equipment	\$ 19,022.50
CHRISTENSEN INC	Vehicle Parts	\$ 16,389.08
TEAMSTERS UNION	Union Dues	\$ 16,115.50
ALSC ARCHITECTS PS	Contracted Services	\$ 14,660.59
ANR GROUP INC	Contracted Services	\$ 12,375.49
BUSINESS RADIO INC	Contracted Services	\$ 11,372.52
WA STATE TRANSIT INS. POOL	Insurance	\$ 11,200.00
CITY OF RICHLAND	Utilities	\$ 10,951.86
VERIZON WIRELESS	Telephone	\$ 10,632.96
OPENGOV INC	Software	\$ 10,326.50
GILLIG LLC	Vehicle Parts	\$ 10,128.31
<b>Total Significant Vendors</b>		<b>\$ 3,764,297.14</b>
<b>Payroll Total</b>		<b>\$ 1,247,918.47</b>
<b>Total Non-Significant Vendors</b>		<b>\$ 290,010.96</b>
<b>GRAND TOTAL</b>		<b>\$ 5,302,226.57</b>

I, the undersigned **CHAIRMAN/VICE-CHAIRMAN of BEN FRANKLIN TRANSIT**  
Benton County, Washington, do hereby certify that the payroll related services, herein specified have been  
received and that the following checks are approved for payment for the month of [April 2024](#).

**PAYROLL**

Check Register Number	Check Number / Number		Date of Issue	In the Amount
507-24	80974	80979	4/5/2024	613,167.20 Payroll
508-24	80980	80980	4/19/2024	634,751.27 Payroll

**Total     \$   1,247,918.47**

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AUTHORITY MEMBER  
05/09/2024

I, the undersigned **CHAIRMAN/VICE-CHAIRMAN of BEN FRANKLIN TRANSIT** Benton County, Washington, do hereby certify that the merchandise or services herein specified have been received and that the following checks are approved for payment for the month of [April 2024](#).

**ACCOUNTS PAYABLE**

Check Register Number	Check Number / Number	Date of Issue	In the Amount	
001-24	2944 2944	4/5/2024	157.50	TRAVEL
048-24	87187 87243	4/1/2024	166,927.60	MDSE
049-24	87244 87292	4/8/2024	617,298.16	MDSE
050-24	VOID - 87263	4/8/2024	(4,389.47)	VOID
051-24	87293 87341	4/15/2024	1,237,501.67	MDSE
052-24	ACH TRANS	4/5/2024	216,332.10	ACH TRANS
053-24	ACH TRANS	4/9/2024	310,401.78	ACH TRANS
054-24	ACH TRANS	4/15/2024	26,983.47	ACH TRANS
055-24	87342 87409	4/22/2024	432,704.64	MDSE
056-24	ACH TRANS	4/26/2024	36,075.45	ACH TRANS
057-24	ACH TRANS	4/19/2024	658,724.81	ACH TRANS
058-24	ACH TRANS	4/25/2024	38,049.22	ACH TRANS
059-24	87410 87447	4/29/2024	313,341.17	MDSE
060-24	ACH TRANS	4/29/2024	4,200.00	ACH TRANS

**Total \$ 4,054,308.10**

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AUTHORITY MEMBER  
05/09/2024

April 2024 vouchers audited and certified by Ben Franklin Transit's auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been emailed to the Board members [May 9, 2024](#).

**ACTION: As of this date, [May 9, 2024](#), I, \_\_\_\_\_**  
 move that the following checks be approved for payment:

**PAYROLL**

Check Register Number	Check Number / Number	Date of Issue	In the Amount
507-24	80974 80979	4/5/2024	613,167.20 Payroll
508-24	80980 80980	4/19/2024	634,751.27 Payroll

**Total \$ 1,247,918.47**

**ACCOUNTS PAYABLE**

Check Register Number	Check Number / Number	Date of Issue	In the Amount
001-24	2944 2944	4/5/2024	157.50 TRAVEL
048-24	87187 87243	4/1/2024	166,927.60 MDSE
049-24	87244 87292	4/8/2024	617,298.16 MDSE
050-24	VOID - 87263	4/8/2024	(4,389.47) VOID
051-24	87293 87341	4/15/2024	1,237,501.67 MDSE
052-24	ACH TRANS	4/5/2024	216,332.10 ACH TRANS
053-24	ACH TRANS	4/9/2024	310,401.78 ACH TRANS
054-24	ACH TRANS	4/15/2024	26,983.47 ACH TRANS
055-24	87342 87409	4/22/2024	432,704.64 MDSE
056-24	ACH TRANS	4/26/2024	36,075.45 ACH TRANS
057-24	ACH TRANS	4/19/2024	658,724.81 ACH TRANS
058-24	ACH TRANS	4/25/2024	38,049.22 ACH TRANS
059-24	87410 87447	4/29/2024	313,341.17 MDSE
060-24	ACH TRANS	4/29/2024	4,200.00 ACH TRANS

**Total \$ 4,054,308.10**

Check Register Nos. [507-24 to 508-24](#) and [001-24 and 048-24 to 060-24](#) in the total amount of: **\$ 5,302,226.57**

The motion was seconded by \_\_\_\_\_ and approved by a unanimous vote.

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 001-24

CHECK NUMBERS 2944 to 2944

DATE 04/05/2024

PURPOSE AP TRVAPR24A VOUCHERS

AMOUNT \$157.50

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

  
Sarah Funk (Apr 9, 2024 07:26 PDT)

AUDITOR

Apr 9, 2024

DATE

TEMPLATE: T:\Admin Services\Accounting\Accounts Payable\AP\FINANCE FORMS\CHECK REGISTER CERTIFICATION  
DOCS\WARREG

COMPLETE: T:\Admin Services\Finance\Accounts Payable (AP)\Payments Made\2023\Monthly Reports

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 048-24

CHECK NUMBERS 87187 to 87243

DATE 04/01/2024

PURPOSE AP APR24A VOUCHERS AMOUNT \$166,927.60

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

  
Sarah Funk (Apr 1, 2024 13:19 PDT)

AUDITOR

Apr 1, 2024

DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 049-24

CHECK NUMBERS 87244 to 87292

DATE 04/08/2024

PURPOSE AP APR24B VOUCHERS AMOUNT \$617,298.16

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

  
Sarah Funk (Apr 9, 2024 09:59 PDT)  
AUDITOR

Apr 9, 2024  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 050-24

CHECK NUMBERS 87263

DATE 04/08/2024

PURPOSE A/P VOID CHECK AMOUNT (\$4,389.47)

Vendor required separate checks for invoices.

"I, the undersigned, do hereby certify, under penalty of perjury under the laws of the State of Washington, that the original instrument(s) was (were) either, 1) based upon the attached Affidavit(s) from the vendor(s), lost or destroyed and has (have) not been paid, or 2) is (are) in Ben Franklin Transit's possession and has (have) been determined to be null-and-void and that I am authorized to authenticate and certify the above and hereby the instrument(s) is (are) canceled."

  
Sarah Funk (Apr 9, 2024 09:57 PDT)

AUDITOR

Apr 9, 2024

DATE



BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 051-24

CHECK NUMBERS 87293 to 87341

DATE 04/15/2024

PURPOSE AP APR24C VOUCHERS AMOUNT \$1,237,501.67

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

  
Sarah Funk (Apr 16, 2024 12:30 PDT)  
AUDITOR

Apr 16, 2024  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 052-24

**ACH WIRE TRANSFERS**

DATE: 04/05/2024

PURPOSE:

IRS	\$209,204.16
DEPT OF RETIREMENT SYSTEMS	\$4,536.66
A W REHN & ASSOCIATES	\$2,591.28
	\$216,332.10
TOTAL	

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

  
Sarah Fink (Apr 19, 2024 07:30 PDT)  
\_\_\_\_\_  
AUDITOR

**Apr 19, 2024**  
\_\_\_\_\_  
DATE





BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 055-24

CHECK NUMBERS 87342 to 87409

DATE 04/22/2024

PURPOSE AP APR24D VOUCHERS AMOUNT \$432,704.64

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

  
Sarah Fank (Apr 22, 2024 17:40 PDT)

AUDITOR

**Apr 22, 2024**

DATE



BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 057-24

**ACH WIRE TRANSFERS**

DATE: 04/19/2024

PURPOSE:

NW ADMIN	\$432,249.20
IRS TAXES	\$221,724.74
DEPT OF RETIREMENT	\$4,750.87
TOTAL	\$658,724.81

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

  
Sarah Funk (Apr 26, 2024 15:12 PDT)  
\_\_\_\_\_  
AUDITOR

**Apr 26, 2024**  
\_\_\_\_\_  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 058-24

**ACH WIRE TRANSFERS**

DATE: 04/25/2024

PURPOSE:

WA STATE SUPPORT	\$2,654.53
STATE OF WASHINGTON	\$513.94
SAMBA HOLDINGS	\$734.96
WEX BANK	\$34,145.79
	\$38,049.22
TOTAL	

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

  
Sarah F. Onik (Apr 26, 2024 15:13 PDT)  
\_\_\_\_\_  
AUDITOR

Apr 26, 2024  
\_\_\_\_\_  
DATE



BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 059-24

CHECK NUMBERS 87410 to 87447

DATE 04/29/2024

PURPOSE AP APR24E VOUCHERS AMOUNT \$313,341.17

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

  
Sarah Funk (Apr 29, 2024 16:14 PDT)

AUDITOR

Apr 29, 2024

DATE



**CHECK REGISTER CERTIFICATION**

**PAYROLL**

CHECK REGISTER NUMBER 507-24

CHECK NUMBER 80974, 80975, 80976, 80977, 80978, 80979	\$ 4,438.80
ACH TRANSFER	\$ 608,728.40

PAYROLL DATE APRIL 05, 2024

PURPOSE: PPE 03/30/2024 AMOUNT: \$613,167.20

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

Digitally signed by Sarah  
Funk  
Date: 2024.04.09  
09:26:10 -07'00'

**Sarah Funk**

---

AUDITOR

4/9/2024

---

DATE

**CHECK REGISTER CERTIFICATION**

**PAYROLL**

CHECK REGISTER NUMBER 508-24

CHECK NUMBER	80980	\$	532.21
ACH TRANSFER		\$	634,219.06

PAYROLL DATE            APRIL 19, 2024

PURPOSE: PPE 04/13/2024    AMOUNT: \$634,751.27

“I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims.”

**Sarah Funk**  
Digitally signed by Sarah  
Funk  
Date: 2024.04.25 13:05:50  
-07'00'

\_\_\_\_\_  
AUDITOR

4/25/2024  
\_\_\_\_\_  
DATE

# Memorandum

---

Date: May 9, 2024

To: Sarah Funk, Interim General Manager

From: Terry DeJuan, Sr Manager of Fleet Maintenance

Re: Recommending the Award of Contract for Replacement Engines for up to twenty (20) Gillig Low Floor Buses.

## **Background**

Ben Franklin Transit (BFT) has determined that the 2013 – 2015 model year Gillig Low Floor buses need mid-life engine replacements to extend their useful life. The average Life-To-Date mileage for these coaches is 552,826 miles. The BFT adopted useful life benchmark for heavy-duty buses is fourteen (14) years or 550,000 miles which exceeds the Federal Transit Administration (FTA) useful life benchmark of twelve (12) years or 500,000 miles. Staff have identified a minimum of twelve (12) coaches to complete mid-life engine replacements. The additional eight (8) engine replacements may be flexed to meet operational needs subject to budget and service requirements.

The engines will be replaced with new Cummins engines with a 2-year unlimited mileage manufacturer warranty. In addition to replacing the engines, the aftertreatment package will be replaced and the transmissions will receive a refresh to include the replacement of the hydro-damp assembly, input shaft, and retarder clutches to extend the life of the transmission. An “Optional” part listed was included in the Invitation For Bid (IFB) that summarized some of the needed parts for the after-treatment and transmission work to solicit for additional discounts for the parts needed for installation.

BFT advertised in the Tri-City Herald and six (6) firms received the IFB. Bids were solicited, and BFT received one (1) bid that was determined to be responsive and responsible.

<b>Bids Received (Contractor):</b>	<b>Cummins Engine &amp; Freight each (does not include sales tax)</b>	<b>Maximum number of engines available under contract 20</b>	<b>5% change order authority</b>	<b>Cost for up to 20 engines</b>
<b>Cummins Inc, Pasco, WA</b>	<b>\$48,344</b>	<b>\$966,880</b>	<b>\$48,344</b>	<b>\$1,015,224</b>

The engine pricing came in approximately 7% less than previous quotes.

Staff is requesting a Not to Exceed amount of \$298,368 for engine and transmission parts required during engine replacement.

**Funding**

Budgeted: Yes  
Budget Source: Capital Budget EQP0018  
Funding Source: Local

**Recommendation**

Authorize the Interim General Manager to enter into a contract with Cummins Inc, in Pasco WA, for up to twenty (20) replacement engines, to include engine and transmission parts required during engine replacement for an amount Not to Exceed \$1,313,592.

Forward as presented:

---

Sarah Funk, Interim General Manager

**BEN FRANKLIN TRANSIT**

**RESOLUTION 25-2024**

**A RESOLUTION AUTHORIZING THE INTERIM GENERAL MANAGER TO ENTER INTO CONTRACT FOR REPLACEMENT ENGINES FOR UP TO 20 COACHES AND OPTIONAL ENGINE AND TRANSMISSION PARTS**

WHEREAS, BFT needs to replace up to twenty (20) Cummins engines in Gillig Coaches that reached the end of life mileage and will continue to operate in revenue service; and

WHEREAS, bids were solicited and advertised, BFT received one (1) bid that were determined to be responsive and responsible; and

WHEREAS, Cummins Inc., located in Pasco, WA, submitted the lowest bid of \$966,868; and

WHEREAS, Funding has been approved in the capital budget for this project.

NOW, THEREFORE, BE IT RESOLVED BY THE BEN FRANKLIN TRANSIT BOARD OF DIRECTORS THAT:

The Interim General Manager is authorized to enter into Contract #1478 with Cummins Inc. located in Pasco, WA, for up to twenty (20) replacement Cummins engines, change order authority of 5%, and additional engine and transmission parts needed during engine replacement up to \$298,368, for the amount not to exceed of \$1,313,592 without sales tax.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS MEETING held Thursday, May 9, 2024, at 7122 W Okanogan Pl., Building E, Kennewick, Washington.

ATTEST:

\_\_\_\_\_  
Anel Montejano, Clerk of the Board

\_\_\_\_\_  
Will McKay, Chair

APPROVED AS TO FORM BY:

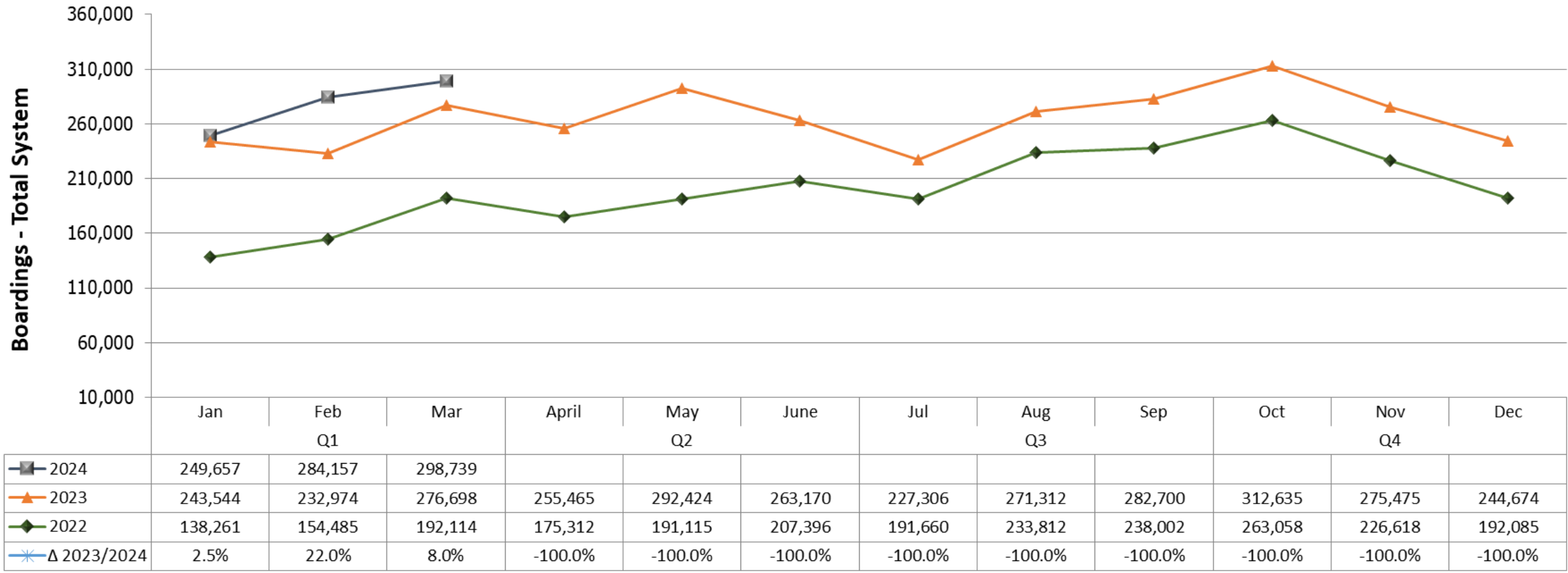
\_\_\_\_\_  
Jeremy J. Bishop, Legal Counsel

# Q1 2024 Ridership

## Annual Total System Boardings



**Q1 Highlight: Increase of 10.53% since Q1 2023**



**Ridership Trends: YTD Δ 2023/2024 = 10.53%**

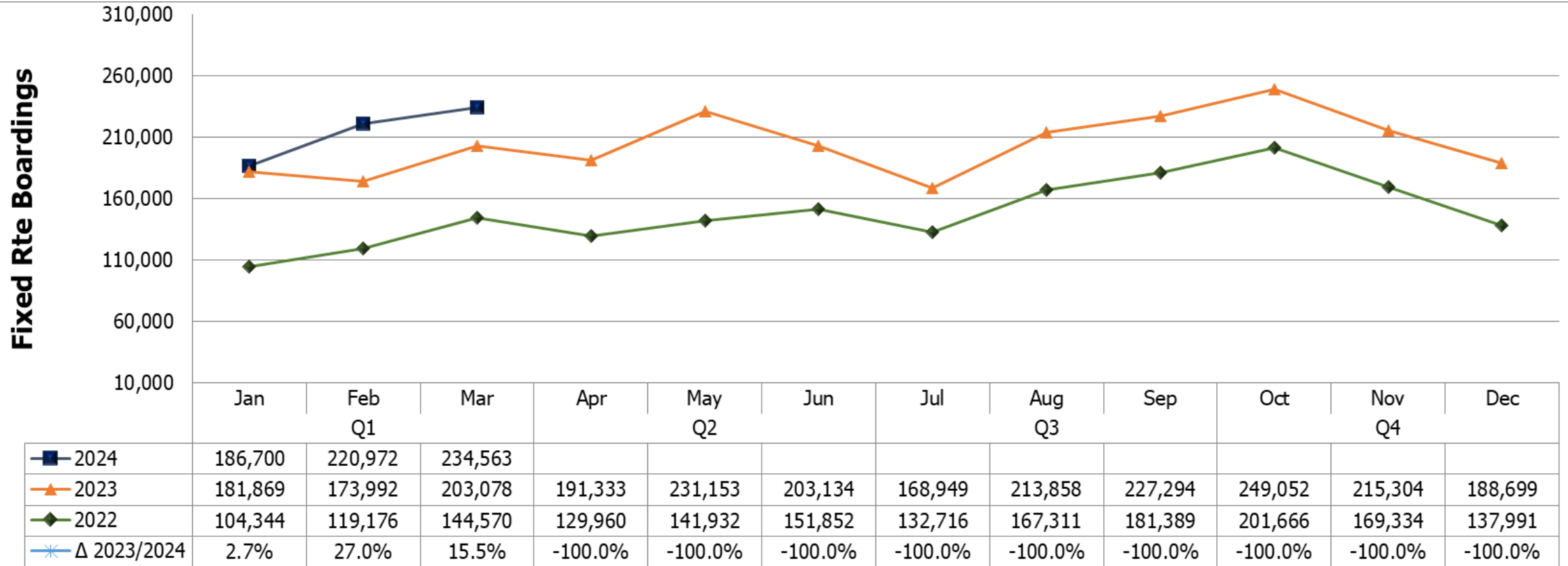
Click [HERE](#) to view trends from 2020 through 2024



# Fixed Route Q1 Performance



**Q1 Highlight: Increase of 14.9% since Q1 2023**



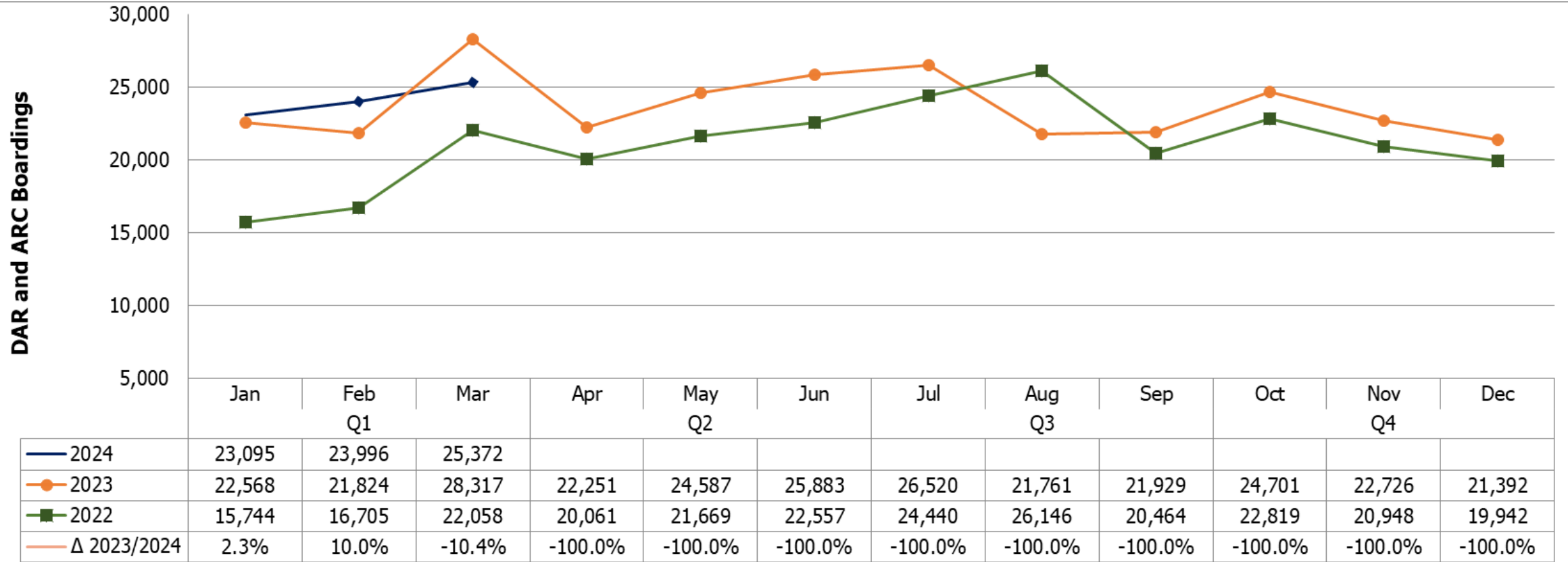
**Ridership Trends:** YTD Δ 2023/2024 = 14.9%

Click [HERE](#) to view trends from 2020 through 2024

# Dial-a-Ride Q1 Performance



**Q1 Highlight: Ridership down 0.35% YTD**



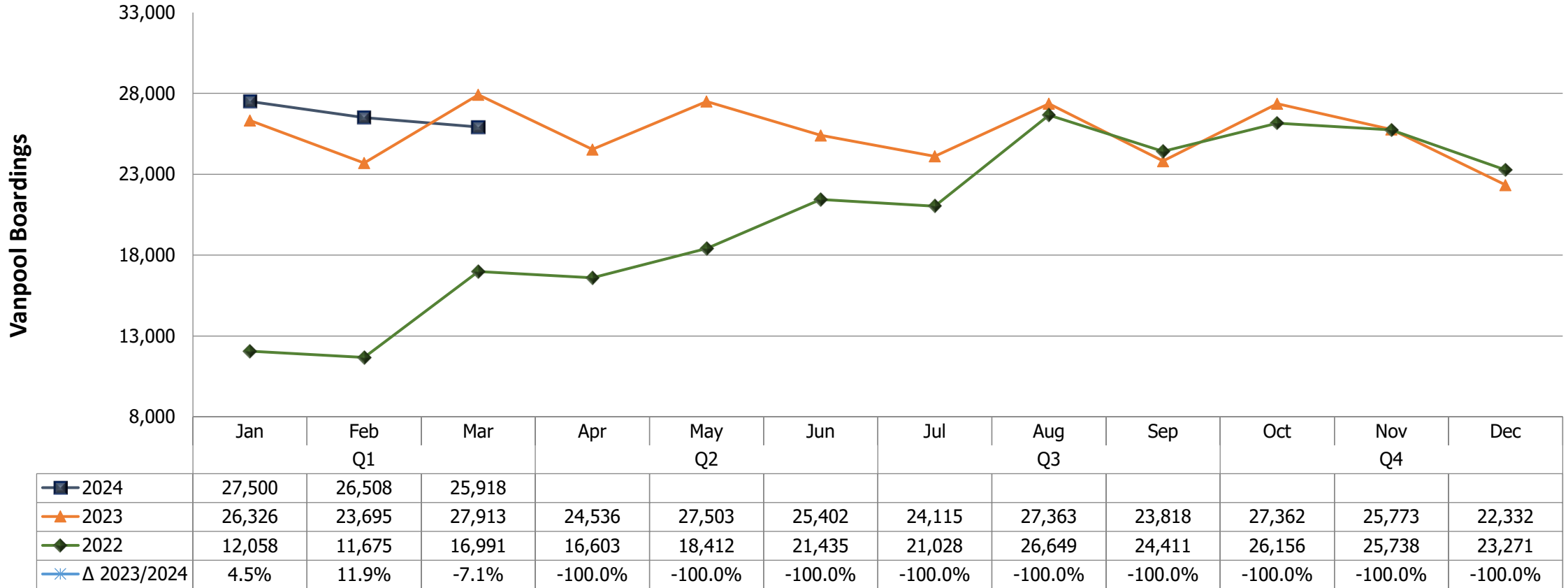
**Ridership Trends: YTD Δ 2023/2024 = -0.35%**

Click [HERE](#) to view trends from 2020 through 2024

# Vanpool Q1 Performance



**Q1 Highlight: Increase of 2.56% since Q1 2023**



*Note that March 2024 data is not complete – as of 4/18/2024, there were still 5 Vanpool Groups that had not closed out their monthly reports. There will be an increased March total shown on the Q2 report.*

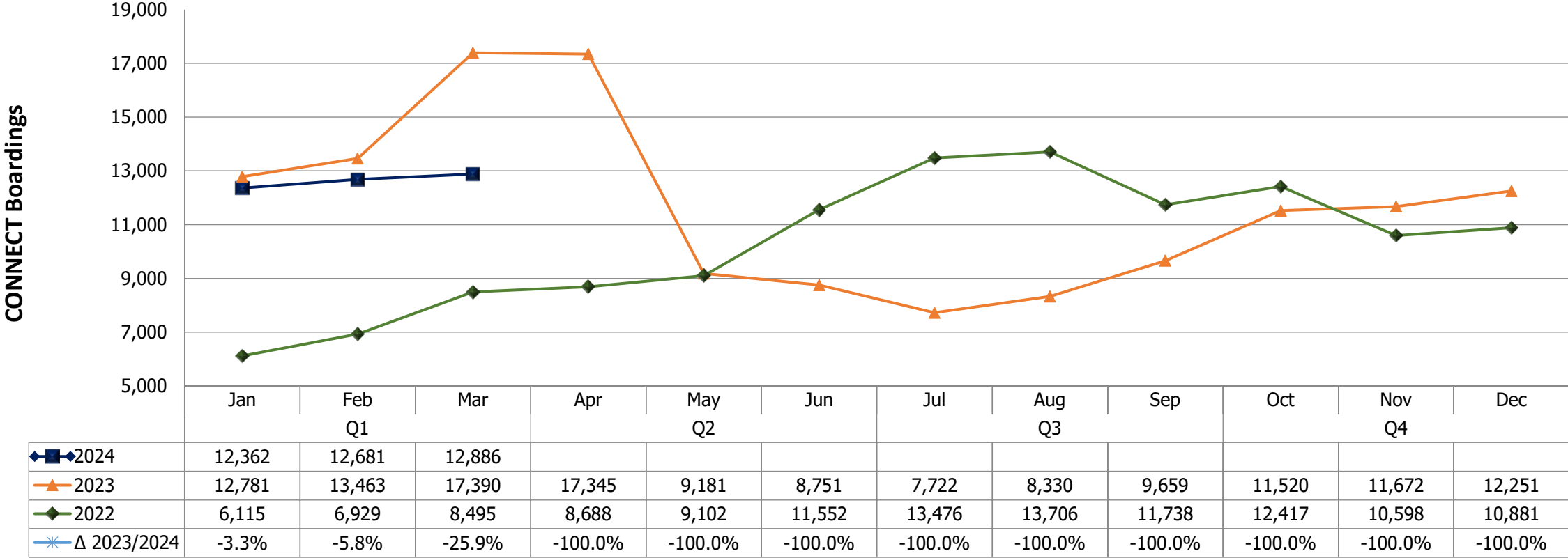
**Ridership Trends:** YTD Δ 2023/2024 = 2.56%

Click [HERE](#) to view trends from 2020 through 2024

# BFT CONNECT Q1 Performance



**Q1 Highlight: There is a 13% decrease since Q1 2023**



**Ridership Trends: YTD Δ 2023/2024 = -13%**

Click [HERE](#) to view trends from 2020 through 2024



# Capital Projects Update



- **Operations Building** — Temporary Occupancy Permit issued. Landscaping and parking lot work in progress. Estimated move in end of Q2.
- **Queensgate Transit** — Arch culvert installation underway, Estimated completion July 25, 2024. Service begins end of August.
- **Downtown Pasco** — Design and community engagement underway. Conceptual designs are being finalized. Final design will not be initiated until further direction is received.
- **West Pasco** — Acquisition process still in progress. Further direction needed.



# Q1 Marketing & Outreach Update

## January

- New Dial-A-Ride Brochure & Application Created
- New Employee Recognition Program
- National Gourmet Coffee Day
- Fare Study/Fare Structure



## February



- AdWheel Award @ APTA Workshop
- Art Bus Competition Kickoff
- Leap Day = Pizza Day Event for Staff

## March

- New Employee Handbook
- Transit Employee Appreciation Week
- Downtown Pasco Open House Support
- Time Capsule Contents Assembled





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# Revised Timing for Fare Structure Changes

May 9, 2024





# Addressing Uncertainty with I-2117



## **In the short term, Ben Franklin Transit staff will:**

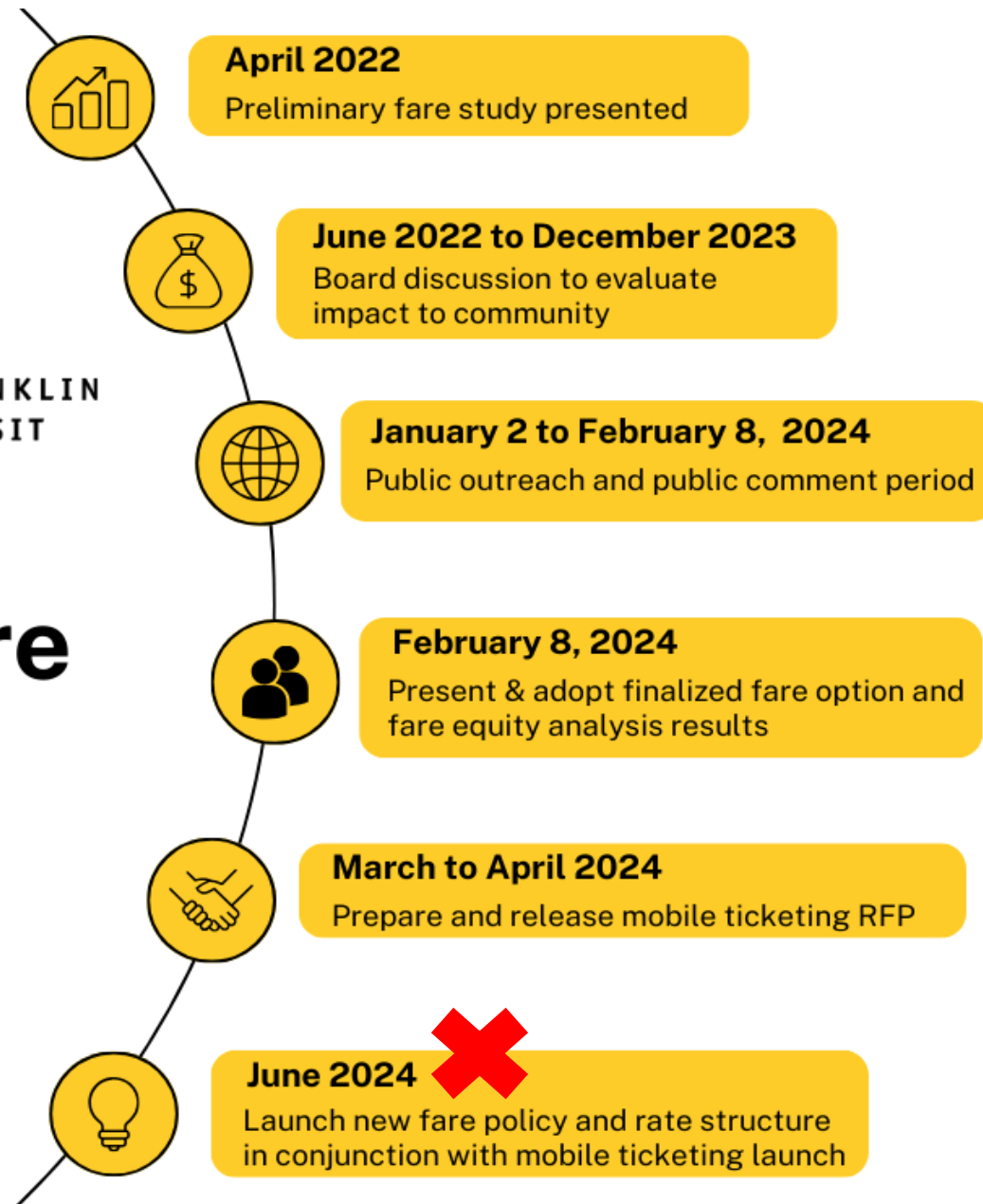
- Continue to leverage operational and capital efficiencies
- Maintain headcount levels
- Delay implementation of the approved new fare structure
- Delay implementation of the 2024 Annual Service Plan

**\*If I-2117 repeals the Climate Commitment Act (CCA), Ben Franklin Transit's funding could be impacted for the current 2023 to 2025 biennium as soon as December 2024 with loss of \$5.4 million annually; 8% of operating expenses.**





# Original Timeline



## Staff Recommends

Tabling the launch of the fare policy and rate structure for review January 2025 once the outcome of I-2117 has been determined

**THANK  
YOU!**



# Memorandum

---

Date: February 8, 2024

To: Rachelle Glazier, General Manager

From: Sarah Funk, Chief Financial Officer  
Kevin Sliger, Chief Planning and Development Officer

Re: Approval of New Fare Structure & Acknowledgement of Title VI Fare Equity Analysis Results

## Background

In September 2021, Ben Franklin Transit (BFT) initiated the Comprehensive Fare Study. The study is composed of three main tasks:

- Formulating an inception report, including evaluating the current fare system and defining business priorities
- Developing fare policy recommendations, including exploring fare strategy options
- Creating a technology roadmap, including identifying fare technology options, and developing a fare collection strategy

The study encompasses all BFT services including Fixed Route, Dial-A-Ride (American with Disabilities Act complementary paratransit), General Demand (general public paratransit requiring reservations), CONNECT (app-based general public paratransit), and Vanpool. The objective of the study includes:

- Assessing the existing fare structure for each type of transit service and making recommendations consistent with applicable laws and regulations
- Evaluating how fare collection technology may impact fare policy and decisions while incorporating recommendations as appropriate into the fare structure and level

Four business priorities were identified from the Comprehensive Fare Study:

### **1. Ridership**

- Recover ridership lost due to the ongoing COVID-19 pandemic
- Promote use of transit and Vanpool as the population in the region grows

### **2. Data Collection**

- Leverage technology and data collection to improve service planning and rider satisfaction

### **3. Simplification**

- Simplify the fare structure to make fares easier to understand – for customers, operators, and BFT support staff
- Improve fare consistency among BFT services

### **4. Cost Management**

- Leverage technology to decrease cash collection and operator involvement to simplify boarding, minimize dwell times, and reduce operating and fare collection costs

### **Recommended Approach**

A series of discussions were held with BFT Board committees as well as the Board itself. As a result of these meetings, the Board requested that staff proceed with the fare structure option that:

- Provides nominal/minimal fares to maximize ridership opportunities.
- Includes fare collection technology, but takes a “Tech Lite” approach, that will focus on mobile ticketing and payments. This will significantly reduce the cost of digital fare payment infrastructure.

### **2024 Recommended Fare Structure**

With the general guidance to substantially reduce fare rates to support the community and to increase ridership, staff has developed a proposed new fare structure detailed in Attachment 1 to this memorandum. Staff’s proposal excludes Vanpool to allow further review of fare recovery implications. Key elements of the fare structure are:

- Promoting ridership and reduce the cost of a monthly bus pass by 60%
- Change the cost of cash fares for Fixed Route customers by the following:
  - Cash fare will decrease by 33% for riders
  - Transfers will be eliminated
  - Fare design incentivizes low monthly pass prices over cash fares
- Maintain the same cost of DAR fares and passes

This recommended fare structure is expected to be in place for approximately one year and then will be re-evaluated for the following reasons:

- Fare technology is expected to be implemented over the next year. The new technology may require some modifications to the structure and/or may provide the ability to offer additional options not currently feasible
- Determine the impact lower fares may be having on ridership growth
- Assess the financial impact of lower fare revenues

### **Title VI Fare Equity Analysis**

It has been determined that fare structure changes outlined in the 2024 Fare Study required a Title VI Fare Equity Analysis. BFT staff conducted a Title VI Fare Equity Analysis and has concluded that there is no Disparate impact on minority riders of Disproportionate Burden on low-income riders.

For additional information, please refer to the 2024 Comprehensive Fare Study Title VI Fare Equity Analysis appendix.

**Public Outreach & Feedback**

BFT staff held two virtual public open houses with optional translation service on January 17 and 24. Open houses typically do not receive much community response, and these two were no exception with no community members in attendance.

BFT staff also presented to BFT’s Citizen’s Advisory Network (CAN) January 22 with great insights received. BFT also received a number of written comments from the public. For additional information, please refer to the 2024 Comprehensive Fare Study Title VI Fare Equity Analysis appendix.

Based on comments received to date during the public comment period, further fare changes include:

- Maintain DAR premium single rides and 10 Ride Ticket DAR and DAR Premium at, \$1.50, \$3.00, \$12.00 and \$25.00, respectively.
- Fixed route transfers issued to passengers will be continue phased out over several months following the technology lite go live.

Staff will continue to review recommendations during the 2024 fare structure process. Overall, there was great discussion and feedback during the public comment period.

**Labor Resources**

Implementation of the 2024 fare structure and deployment of a technology lite solution is not expected to change approved headcount. A marketing outreach campaign for consumers and distribution networks will be developed.

**Funding**

Budgeted: This is expected to have a nominal decrease on revenue and increase on expenses related to the approved 2024 Operating Budget

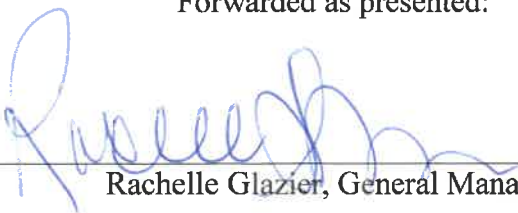
Budget Source: N/A

Funding Source: N/A

**Recommendation**

Authorize the General Manager to adopt the 2024 Fare Structure and Fare Equity Analysis.

Forwarded as presented:




---

Rachelle Glazier, General Manager

## Attachment 1 – Proposed Fare Structure

### Fixed Route, CONNECT, General Demand and Dial-A-Ride

Proposed Product Pricing	Fixed Route / CONNECT / General Demand		Dial-A-Ride	
	Current	Proposed	Current	Proposed
<b>Single Ride/Day Pass Fares</b>				
Adult Per Trip (with transfer)	\$1.50	Discontinued		
Adult Per Boarding (NO transfers)		\$1.00		
Reduced Per Trip (with transfer)	\$0.75 (\$1.50 GD)	Discontinued		
Reduced Per Boarding (NO transfers)		\$0.50		
Day Pass	\$4.00 (Not on GD)	\$3.00 (mobile)		
DAR – Within ¼ Mile			\$1.50	\$1.50
DAR Premium – Beyond ¼ Mile			\$3.00	\$3.00
<b>Ticket Books (General Public &amp; Human Service Agencies)</b>	<b>Current</b>	<b>Proposed</b>	<b>Current</b>	<b>Proposed</b>
10 Ride Ticket - General Public (Adult / Reduced / Freedom)	\$12.00 / \$6.00 / \$25.00	Discontinued		
10 Ride Ticket - Human Services (All Categories)		\$8.00		
10 Ride Ticket - DAR			\$12.00	\$12.00
10 Ride Ticket – DAR Premium			\$25.00	\$25.00
<b>Retail Pass Products</b>	<b>Current</b>	<b>Proposed</b>	<b>Current</b>	<b>Proposed</b>
Adult (19-65) / Reduced Monthly Pass -> All Customers Monthly Pass	\$25.00 / \$12.50	\$10.00		
All Customers Annual Pass		\$120.00 (mobile)		
DAR (within ¼ mile) Monthly			\$25.00	\$25.00
Freedom/DAR Premium (> ¼ mile) Monthly			\$50.00	\$50.00
<b>Specialty Passes</b>	<b>Current</b>	<b>Proposed</b>	<b>Current</b>	<b>Proposed</b>
Youth Pass	Free	Free	Free*	Free*
Senior Pass (over 65)	Free	Free	DAR Fare/Pass	DAR Fare/Pass
Veterans Pass		Free		DAR Fare/Pass
CBC ASB Card	Travel Allowed	Travel Allowed	Travel Allowed*	Travel Allowed*
WSU ASB Card	Travel Allowed	Travel Allowed	Travel Allowed*	Travel Allowed*
<b>Community Events</b>	<b>Current</b>	<b>Proposed</b>	<b>Current</b>	<b>Proposed</b>
Community Event Fares	\$1.50 / \$0.75	Policy TBD	\$1.50 / \$0.75	Policy TBD



**BEN FRANKLIN TRANSIT  
RESOLUTION 09-2024**

**A RESOLUTION RESCINDING 04-2017 IN ITS ENTIRETY AND ESTABLISHING ALL  
FARES**

WHEREAS, Resolution 04-2017 will be rescinded with the attached schedule (A) definitions and new fares to be implemented in 2024;

WHEREAS, Planning staff have worked with Operations, Finance, and Marketing to identify needed fare changes that are intended to improve accessibility and efficiency and have incorporated the recommended changes into the 2024 Fare Plan;

WHEREAS, A Title VI Fare Equity Analysis was completed since there were major changes recommended; and

WHEREAS, Staff published and advertised the Draft 2024 Fare Plan and incorporated public comments into the 2024 Fare Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE BEN FRANKLIN TRANSIT BOARD OF DIRECTORS THAT:

The General Manager is authorized to adopt the 2024 Fare Plan and implement the outlined recommendations as detailed.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting held Thursday, February 8, 2024, at 7122 W. Okanogan Place Building E, Kennewick, Washington.

ATTEST:



\_\_\_\_\_  
Anel Montejano, Clerk of the Board



\_\_\_\_\_  
Will McKay, Chair

APPROVED AS TO FORM BY:

  
\_\_\_\_\_  
Jeremy J. Bishop, Legal Counsel

## EXHIBIT “A”

### BEN FRANKLIN TRANSIT

#### DEFINITIONS & RATES 2024

##### 1. Definitions. As used herein:

- “Services” means fixed route service, CONNECT service, Dial-A-Ride, and General Demand Response Services. Vanpool is not included as a service for this purpose of this definition.
- “Local Service” means any scheduled trip that stops on demand at designated stops within the service area with no planned deviation in its route or schedule.
- “Commuter Express Service” means any scheduled trip designed primarily for commuters which operates on local service with non-planned-for deviation with a minimum number of designated stops.
- “Dial-A-Ride” service means any travel provided by BFT or its contractors that services persons with disabilities who meet the eligibility criteria for para-transit service.
- “Premium” includes BFT Connection Services, Dial A Ride and General Demand Response service with one or both trip ends located beyond  $\frac{3}{4}$  of a mile from any fixed route service.
- “Fixed Route Service” is regularly scheduled bus service that covers an established route at established time of the day with posted stop, following a published schedule.
- “Trans+Plus” is a premium contracted service for extended times, day and or locations such as Night Service and BFT Connection Services.
- “Prosser and Finley Local Service” is demand response transit service to established stops provided within communities having low demand where no fixed route service is available.
- A “Youth” is any person enrolled in a school through the 12<sup>th</sup> grade. ID may be requested by the driver.
- “Persons with Disabilities” shall refer to those persons who by reason of permanent or temporary incapacity or disability, including those who are non-ambulatory wheelchair-bound, and those with semi-ambulatory capabilities, are unable to utilize mass transportation facilities and services.
- “College Sticker Program” refers to any person who is enrolled at Columbia Basin College, WSU, or an accredited trade school or vocational school contracting for the college sticker program. Stickers are provided to affix to current school IDs with the school funding the fares. Contract pricing to be approved by Board of Directors.
- “Reduced” fare includes disabled not eligible for Dial-A-Ride service determined by DSHS card coding. A BFT reduced photo identification card is issued at Customer Service.
- Medicare is Medicare card holders with a BFT reduced photo ID card.
- Children include riders under Five Years of Age. When accompanied by a responsible adult person paying the base fare (maximum 5 children to one paying adult).
- Senior Citizen are persons sixty-five (65) years of age or older having a BFT photo



- ID senior is available at BFT's Customer Service.
- Disabled Person. Disabled persons who are not eligible for BFT Dial-A-Ride service who have applied for and received a reduced fare permit issued by BFT or its agents.
- Persons who have been certified as eligible for Dial-A-Ride service shall ride free on local service routes.
- Retired employees are those vested in the BFT retirement benefits. They shall receive a lifetime bus pass equivalent to the Freedom Pass (good on all services at all times).
- Employee badges are equivalent to the Freedom Pass (good on all services at all times).
- BFT employees' spouse and their legal dependents will be issued a transit pass equivalent to the Freedom Pass (good on all services at all times). The term "dependent" shall include unmarried dependent children up to age nineteen (19), full-time students up to age twenty-three (23), and children with mental and physical handicaps living at home. Lost passes shall be replaced once per year free and replaced after that at \$5.00 per replacement.
- Transfers issued to passengers upon request and payment of the proper fare. A transfer will permit any passenger to change to another coach to ride in any direction except returning on the same route within the BFT area. The transfer is time limited and will be recognized for one and one half (1 ½) hours from time of issuance.
- 10 Ride Tickets and Premium 10 Rides Tickets are good for one trip or as printed (no cash value) and are non-refundable.
- Special Event Tickets: Good for travel as printed, non-refundable, no cash value.
- All passes are monthly except for the quarterly College Sticker Program. Each is good for unlimited monthly trips on the mode listed and in combination with either tickets or cash for premium services.

## 2. Group Rates

The General Manager is authorized to negotiate the fare with private or public social service agencies for certain group rides where it can be shown that the cost of such rides are substantially lower than a non-group ride. More than standard fares shall not be charged and groups shall use standard routing or seasonal routings.

## 3. Special Rates

The General Manager is authorized to establish special rates of fare for limited transportation services to special or seasonal activities or events, and for temporary or experimental subscription bus service. Such service shall be on an individual fare-paying basis not to exceed established fares and be regularly scheduled according to such routes, schedules, and dates as are determined by the General Manager.

The General Manager is authorized to establish such procedures for implementing special rates of fares, transfers, passes and permits and such reasonable rules and regulations for travel on coaches as may be necessary to carry out the purposes set forth in this policy, and to protect the safety and comfort of passengers, and the safe and efficient operation of such coaches.

## 4. Transfers

The General Manager is hereby authorized and directed to establish a system of transfers to be issued to passengers upon request and upon payment of the proper fare as described

in Section 2 of this Resolution. Such system shall include a transfer which will permit any passenger to change to another coach to ride in any direction except returning on the same route within the BFT area, provided, however, that passenger must change to another coach within the time limit indicated on said transfer and, provided further, such time limit will not exceed one and on half (1 ½ ) hours from time to issuance.

**5. Board, Citizen Advisory Network (CAN), and Dial-A-Ride Committee Member**

Board, Citizen Advisory Network (CAN), and Dial-A-Ride Committee Members shall be Issued a pass entitling the holder thereof to ride without payment of fare on services operated by BFT. Such passes shall be restricted to use only by people currently serving as members and upon leaving the above committees past members shall forfeit the pass.

**6. Passes for Employees and Family Members**

Those employees, spouses, and their legal dependents (for the purposes of this section, the term “dependent” shall include unmarried dependent children up to age nineteen (19), full-time students up to age twenty-three (23), and children with mental and physical handicaps living at home Transit passes for dependents are issued at the 3 Rivers Customer Service Center. Human Resources maintains the record of employee dependents and will confirm this information with Customer Service upon request. Such passes shall be restricted to use only by the employee, spouse, and their legal dependents or retired employee and unauthorized use shall result in forfeiture of the pass.

Employee badges are equivalent to the Freedom Pass (valued at \$50 per month) which is good on all services at all times. Employee spouses and legal dependents will be issued a transit pass, equivalent to the Freedom Pass, also good on all services at all times. Dependent spouses must present identification; children must either be accompanied by their parent or present their school identification. Lost passes will be replaced once per year free; a \$5.00 fee will be charged for further replacements.

Proposed Product Pricing	Fixed Route / CONNECT / General Demand		Dial-A-Ride	
	Current	Proposed	Current	Proposed
<b>Single Ride/Day Pass Fares</b>				
Adult Per Trip (with transfer)	\$1.50	Discontinued		
Adult Per Boarding (NO transfers)		\$1.00		
Reduced Per Trip (with transfer)	\$0.75 (\$1.50 GD)	Discontinued		
Reduced Per Boarding (NO transfers)		\$0.50		
Day Pass	\$4.00 (Not on GD)	\$3.00 (mobile)		
DAR – Within ¼ Mile			\$1.50	\$1.50
DAR Premium – Beyond ¼ Mile			\$3.00	\$3.00
<b>Ticket Books (General Public &amp; Human Service Agencies)</b>	<b>Current</b>	<b>Proposed</b>	<b>Current</b>	<b>Proposed</b>
10 Ride Ticket - General Public (Adult / Reduced / Freedom)	\$12.00 / \$6.00 / \$25.00	Discontinued		
10 Ride Ticket - Human Services (All Categories)		\$8.00		
10 Ride Ticket - DAR			\$12.00	\$12.00
10 Ride Ticket – DAR Premium			\$25.00	\$25.00
<b>Retail Pass Products</b>	<b>Current</b>	<b>Proposed</b>	<b>Current</b>	<b>Proposed</b>
Adult (19-65) / Reduced Monthly Pass -> All Customers Monthly Pass	\$25.00 / \$12.50	\$10.00		
All Customers Annual Pass		\$120.00 (mobile)		
DAR (within ¼ mile) Monthly			\$25.00	\$25.00
Freedom/DAR Premium (> ¼ mile) Monthly			\$50.00	\$50.00
<b>Specialty Passes</b>	<b>Current</b>	<b>Proposed</b>	<b>Current</b>	<b>Proposed</b>
Youth Pass	Free	Free	Free*	Free*
Senior Pass (over 65)	Free	Free	DAR Fare/Pass	DAR Fare/Pass
Veterans Pass		Free		DAR Fare/Pass
CBC ASB Card	Travel Allowed	Travel Allowed	Travel Allowed*	Travel Allowed*
WSU ASB Card	Travel Allowed	Travel Allowed	Travel Allowed*	Travel Allowed*
<b>Community Events</b>	<b>Current</b>	<b>Proposed</b>	<b>Current</b>	<b>Proposed</b>
Community Event Fares	\$1.50 / \$0.75	Policy TBD	\$1.50 / \$0.75	Policy TBD



# Revised Annual Service Plan

Ben Franklin Transit strives to provide faster, more frequent, and more reliable service.



El Plan de Servicio Anual (ASP) se enfoca en la eficiencia, la eficacia y la fiabilidad del servicio.

# Service Change Revision Options

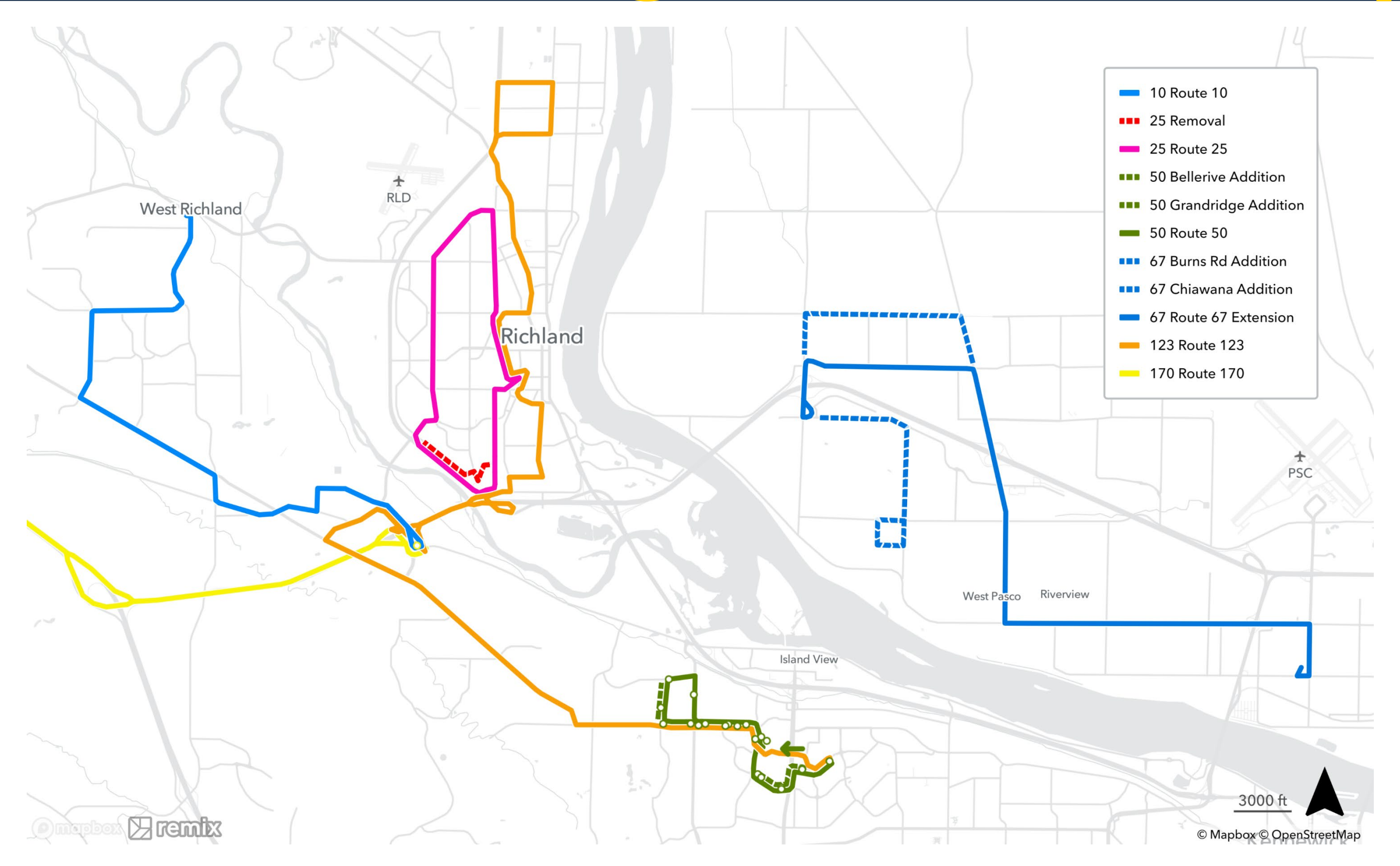
2024 Annual Service Plan Revision Options		
Route	Original Plan	Option 2
Route 10	30 min. Peak Service	<b>60 min. Service</b>
Route 110	Removal	Removal
Route 123	Sunday Extension*	<b>Sunday Extension*</b>
Route 123s	Removal	Reassess
Route 170	60 min. Peak Service	60 min. Peak Service
Route 25	Realignment	Realignment
Route 50	30 min. weekend/15 min. Saturday	<b>30 min. weekend/30 min. Saturday</b>
Route 67	Extend Alignment	<b>No changes to current Route 67</b>
Annualized Costs	\$1,477,800	\$442,690
2024 Costs	\$512,970	\$151,112
Resources	7 Operators, 3 Buses	2 Operators, 1 Bus

\*123 Sunday Extension Planned for June 2024

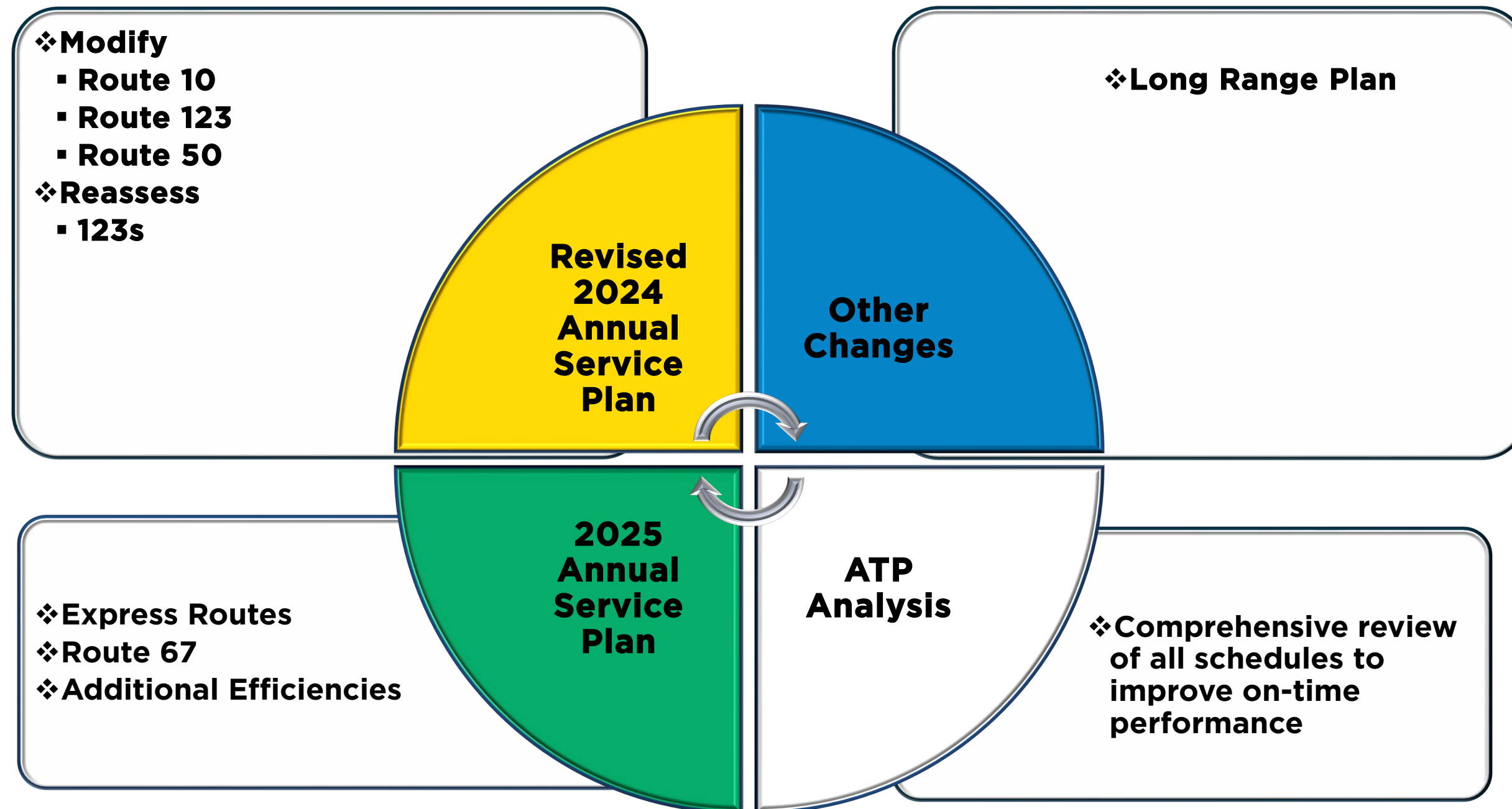




# Service Change Revision Map



# Looking Ahead



Questions?





## **Memorandum**

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Date: November 9, 2023

To: Rachelle Glazier, General Manager

From: Kevin Sliger, Chief Planning & Development Officer

Re: Authorizing the Adoption of the 2024 Annual Service Plan & Service Equity Analysis

### **Background**

The 2024 Annual Service Plan (ASP) consists of major service change recommendations that will result in improved fixed route service through the addition of the Queensgate Transit Center. This addition will bring adjustments to several routes and increase frequency during peak periods to better serve communities in the western portion of our Public Transportation Benefit Area (PTBA). The extension of Route 67 and the addition of a shopper shuttle will improve access and address on-time performance issues. The ASP focuses on efficiency in response to BFT's Board of Directors request to make BFT's service more cost-effective. Additionally, all modes of service for BFT will be subject to a fare change per the ongoing fare study. BFT's Board of Directors will address the planned fare change in 2024. The 2024 ASP was released for public comment on October 6. The final public hearing will take place on November 9 during the Board of Directors meeting. Recommended service changes will be implemented in June 2024.

### **2024 Recommended Fixed Route Service Changes**

- Enhance connections and increase frequency for Route 10
- Improve productivity for Route 25
- Provide service to Columbia Center Mall and productive areas of Gage and Steptoe with Route 50
- Extend Route 67
- Incorporate Route 123 and 170 with Queensgate Transit Center
- Eliminate Route 110 and Tripper on Route 123s
- Other Changes
  - Identify bus schedule improvements
  - Hanford Service

### **Recommended CONNECT Service Changes**

- Preliminary airport service
- Add a point of interest (POI) to include Columbia Basin Veterans Center

### **Title VI Service Equity Analysis**

It has been determined that service changes outlined in the 2024 ASP are considered a major service change per BFT's Major Service Change Policy, thus a Title VI Service Equity Analysis was required. BFT staff conducted a Title VI Service Equity Analysis, and it was concluded that none of the recommended changes will result in a disparate impact on minority populations. A

potential disproportionate burden to low-income populations was identified through the analysis based on BFT's Disparate Impact Policy and Disproportionate Burden Policy. That said, adverse impacts are not expected due to low ridership in the impacted area. The recommended changes will result in a net increase in service for those impacted. For additional information, please refer to the 2024 ASP Title VI Service Equity Analysis appendix.

### **Public Outreach & Feedback**

BFT staff held three public open houses with optional translation service. Open houses typically do not receive much community response, but this year there was a noticeable increase in attendance and great insights were received.

The first open house in Kennewick was held on October 12 and was attended by four community members, two of whom were part of BFT's Citizen's Advisory Network (CAN). The following items were discussed and BFT staff provided further clarification:

- Transit Improvement or availability from Knight Street to Queensgate
- Request to update maps to include stops and clearly define route revisions
  - Action: Maps were updated to reflect the request and clarity
- Functionality of CONNECT and how it would assist the Veterans Facility
- Make modifications to the name Pilot Service to improve what the service is offering
  - Action: Title of section was changed from Pilot Service to preliminary airport service
- Consistency in the allowance of grocery bags and carts on fixed route
  - Action: BFT Staff will be reminding Operations and Training of consistency on the fixed route for grocery bags and further discuss allowable grocery carriers
- Project details for West Pasco Transit Center and what it would encompass and surrounding facilities
- Request to add stops on Kennewick Ave. east of Olympia

Additional comments received during the remaining public comment period will be added to the final document. To date, no route changes have been made based on comments received during the public comment period, but BFT staff did make minor modifications to the ASP. Staff will continue to review recommendations during the 2024 ASP process. Overall, there was great discussion and feedback during the public comment period. A virtual map was made available clearly defining the service changes and the community had the opportunity to provide feedback.

### **Labor & Vehicle Resources**

Implementation of the 2024 ASP is estimated to require seven (7) additional operators for fixed route service in 2024. However, reaching the current approved headcount of 168 would suffice. Operations and Training staff will continue a hiring effort to address current labor shortages and work towards reaching the approved fixed route operator headcount.

Two (2) additional buses will be needed on both weekdays and Saturdays. One (1) additional bus will be needed on Sunday. BFT staff does not anticipate the need to procure additional buses to implement the recommended service increases.

**Budget Impact – Revenue Hours:**

The 2024 ASP is anticipated to increase annual revenue hours by approximately 9,853. This equates to approximately an additional \$1.4 Million annual budgeted cost per revenue hour impact given the current average cost per revenue hour of \$150.61. All service recommendations will be implemented in June, so prorated revenue hours are expected to increase by approximately 5,293 in 2024, with a budget increase of approximately \$797,146. This increase accounts for the additional vehicles. All resource increases needed to operate the 2024 ASP recommendations will be included in the proposed 2024 Operating Budget. BFT planning staff recommends increasing the budgeted vehicle revenue hours from 223,000 (2023) to 231,000 (2024). This accounts for a 3.6% increase in revenue hours. If weekday demand increases on Route 50, the potential for 15-minute service may be warranted, which would be an annual increase of 3,200 revenue hours, 1 bus, and 2 employees. This increase along with any increase in revenue hours for the potential Hanford service will be addressed as separate board items.

**Funding**

Budgeted: Yes (pending approval of 2024 Budget)

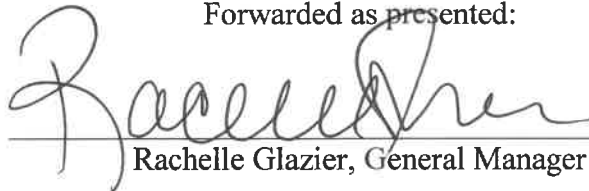
Budget Source: Operations Budget

Funding Source: Local and Federal

**Recommendation**

Authorize the General Manager to adopt the 2024 Annual Service Plan and Service Equity Analysis.

Forwarded as presented:



\_\_\_\_\_

Rachelle Glazier, General Manager

**BEN FRANKLIN TRANSIT  
RESOLUTION 50-2023**

**A RESOLUTION TO ADOPT THE 2024 ANNUAL SERVICE PLAN & IMPLEMENT RECOMMENDED SERVICE CHANGES AS OUTLINED IN THE DOCUMENT**

WHEREAS, Planning staff have worked with Operations, Finance, and Marketing to identify needed service changes that are intended to improve accessibility and efficiency and have incorporated the recommended changes into the 2024 Annual Service Plan;

WHEREAS, Planning staff have completed a review of the proposed 2024 operating budget and identified labor requirements for implementation of service changes outlined in the 2024 Annual Service Plan;

WHEREAS, A Title VI Service Equity Analysis was completed since there were major service changes recommended; and

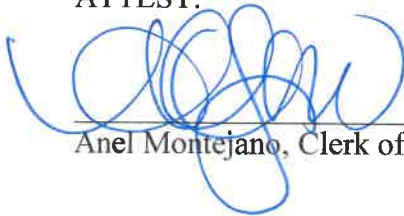
WHEREAS, Planning and Marketing staff published and advertised the Draft 2024 Annual Service Plan and incorporated public comments into the 2024 Annual Service Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE BEN FRANKLIN TRANSIT BOARD OF DIRECTORS THAT:

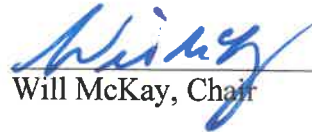
The General Manager is authorized to adopt the 2024 Annual Service Plan and implement the outlined recommendations as detailed.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting held Thursday, November 9, 2023, at 7122 W. Okanogan Place Building E, Kennewick, Washington.

ATTEST:

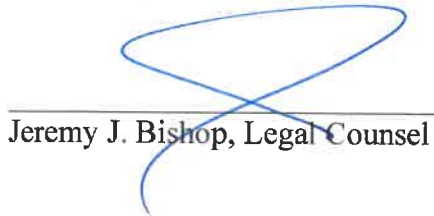


\_\_\_\_\_  
Anel Montejano, Clerk of the Board



\_\_\_\_\_  
Will McKay, Chair

APPROVED AS TO FORM BY:



\_\_\_\_\_  
Jeremy J. Bishop, Legal Counsel



# 2024 ANNUAL SERVICE PLAN



The Annual Service Plan (ASP) focuses on service efficiency, effectiveness and reliability.

El Plan de Servicio Anual (ASP) se centra en la eficiencia del servicio, eficacia y fiabilidad.

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## 2024 ANNUAL SERVICE PLAN

In January 2021, the Ben Franklin Transit (BFT) Board of Directors adopted the *Annual Service Plan Policy*. The policy aligns service planning and delivery. It also provides vital input on the budget process while managing the approval of annual labor requirements. The Annual Service Plan (ASP) is produced by soliciting feedback from the community and BFT staff. During the ASP process, BFT analyzes the service data to better understand how services can be enhanced and operational efficiencies can be improved.

The 2023 ASP focused primarily on service efficiency, effectiveness, and reliability. Service change recommendations included the following:

- ❖ Reduced frequency after 8 PM for METRO Routes 1 and 3 due to low ridership
- ❖ METRO Route 1 EB realignment from Quinault to Okanogan
- ❖ Added Routes 40 and 47 to Sunday service replacing Route 42
- ❖ Increased Route 48 to 30-minute service on Saturdays
- ❖ Added Route 268 to Saturdays
- ❖ Extended Route 64 in March 2023 to serve the Lakeview Community and in anticipation of Amazon's opening.
- ❖ General Demand was eliminated and CONNECT was not allowed to board within ¼ mile of fixed routes to encourage higher usage of our fixed route system

The 2024 ASP consists of major service change recommendations that will result in improved fixed route service through the addition of the Queensgate Transit Center in June 2024. This addition will bring adjustments to several routes and increase frequency during peak periods to better serve communities in the western portion of our Public Transportation Benefit Area (PTBA). The extension of Route 67 and the addition of a shopper shuttle will improve access and address on-time performance issues.

A modest approach that focuses on efficiency has been taken in response to BFT's Board of Directors push to make BFT's service more cost-effective. Additionally, all modes of service for BFT will be subject to a fare change per the ongoing fare study. BFT's Board of Directors will address the planned fare change in 2024.



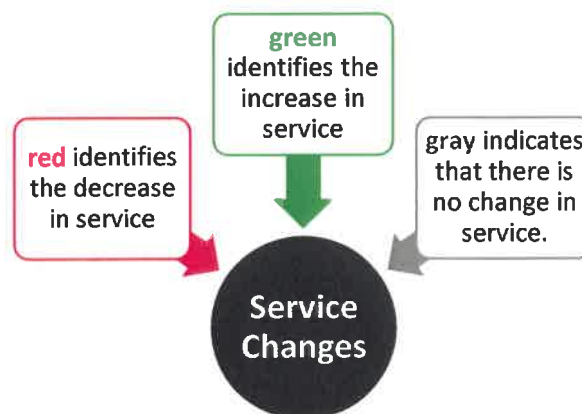
## FIXED ROUTE

With the addition of Queensgate Transit Center, the 2024 ASP proposes adjustments to Routes 25, 110, 123, and 170. It also includes the extension of Route 67 to better serve areas of West Pasco and improve on-time performance. The addition of a shopper shuttle will supplement changes to Route 110. In addition, CSched will conduct a review of all fixed route schedules to improve on-time performance and transit center connections. BFT may need to make minor schedule adjustments to other routes and add, modify, or eliminate overload and tripper services based on demand. The service changes proposed do constitute a major service change per BFT's Major Service Change Policy.

## RECOMMENDED SERVICE CHANGES

For 2024, the recommended service changes are identified in **red**, **green**, and **gray** throughout tables in this document to reflect the decrease and increase in service.

FIGURE 1: SERVICE CHANGE KEY



## ROUTE 10

Queensgate Transit Center is anticipated to open in June 2024. Route 10 will maintain the current Route 110 coverage through West Richland and will focus on increased frequency during peak periods.

### Recommended changes to Route 10:

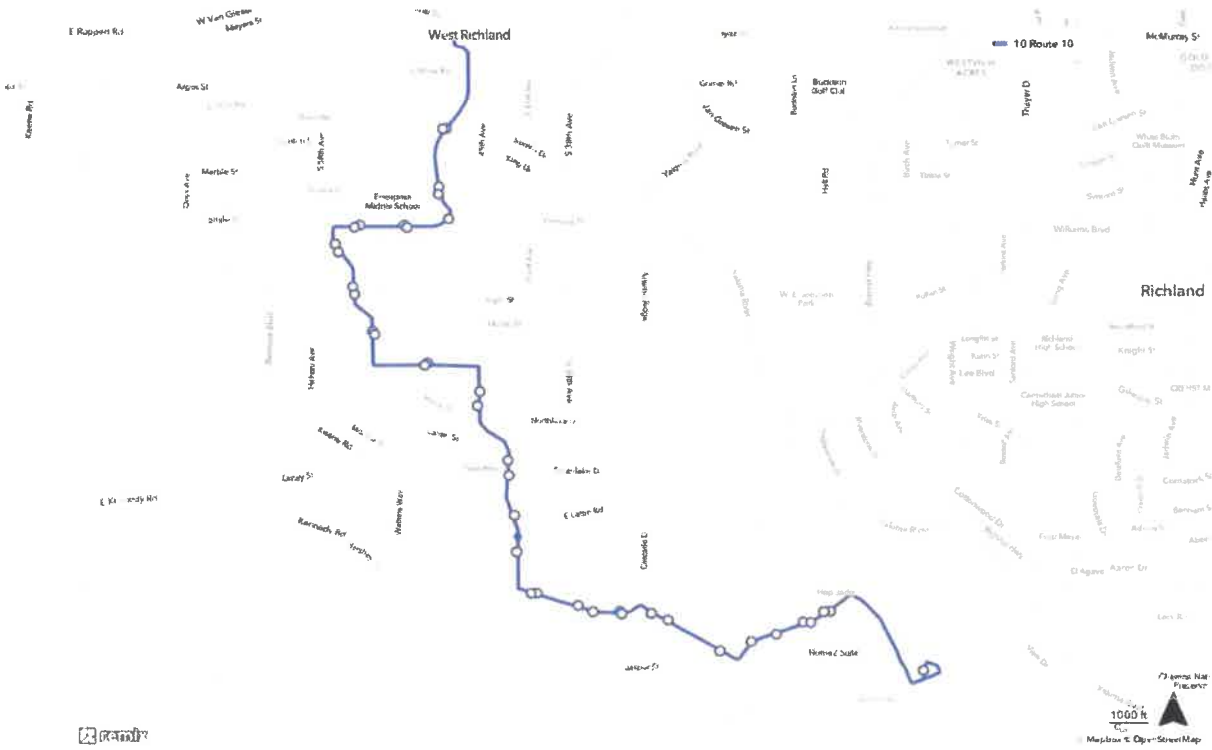
- ❖ Provide 30-minute peak service on weekdays between Queensgate Transit Center and West Richland Transit Center
- ❖ Maintain the current Route 110 coverage area in West Richland
- ❖ 60-minute service on Saturday
- ❖ Provide connections with Routes 123 and 170 at Queensgate
- ❖ Increase connections with Route 20 at West Richland Transit Center

TABLE 1: ROUTE 10 PROPOSED SERVICE CHANGE DATA

Service Window	Operating Hours	Headway (Min)	Vehicles	Annual Revenue Hours (Current)	Annual Revenue Hour Estimate (Proposed)
<b>Weekday</b>	6:15 AM-8:00 PM	30 (60)*	2 (1)*		5,550 (Increase)
<b>Saturday</b>	7:15 AM-8:00 PM	60	1		717 (Increase)
<b>Sunday</b>	No Service				

\*Headway and vehicles during off-peak

MAP 1: ROUTE 10 PROPOSED SERVICE CHANGES



## ROUTE 25

With the terminus of Route 170 moving from Knight Street Transit Center to Queensgate Transit Center, Route 25 will continue on Wellsian to maintain service to the southern portion of Wellsian Way.

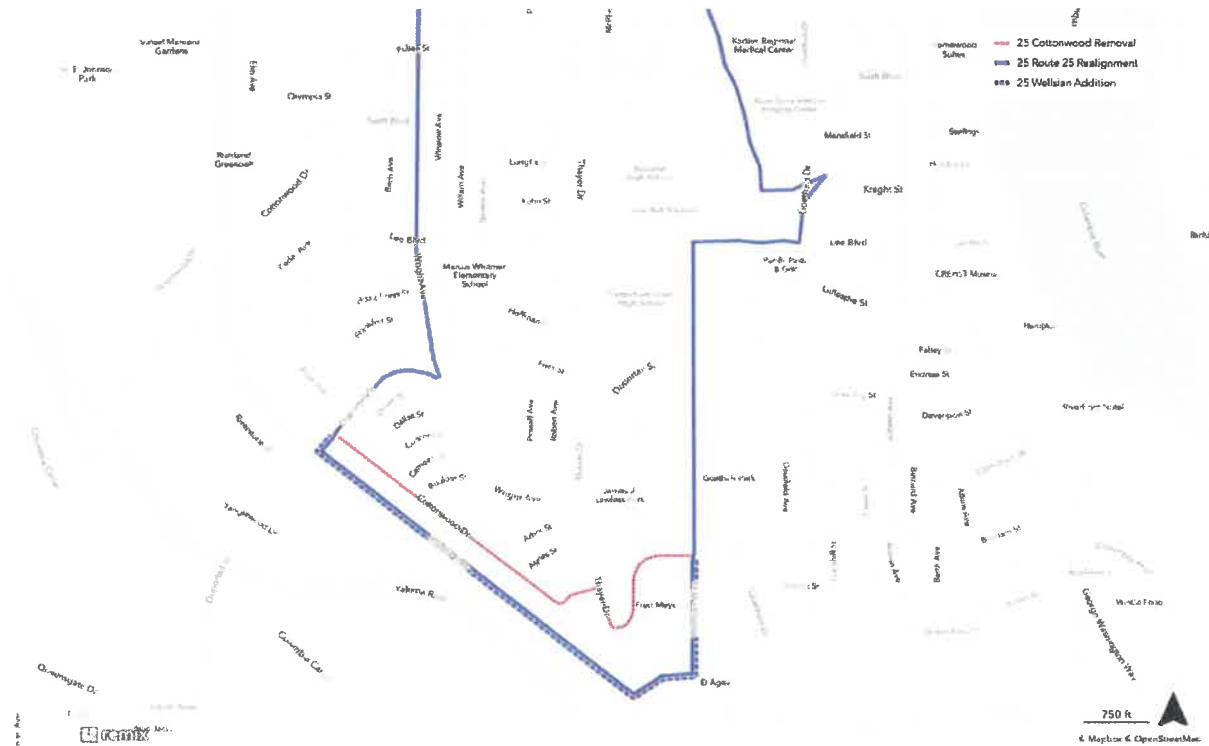
### Recommended changes to Route 25:

- ❖ Maintain service along Wellsian Way
- ❖ Remove unproductive sections of Cottonwood Dr.

TABLE 2: ROUTE 25 PROPOSED SERVICE CHANGE DATA

Service Window	Operating Hours	Headway (Min)	Vehicles	Annual Revenue Hours (Current)	Annual Revenue Hour Estimate (Proposed)
Weekday	No Change				
Saturday	No Change				
Sunday	No Service				

MAP 2: ROUTE 25 PROPOSED SERVICE CHANGES



## ROUTE 50

Route 50 will maintain productive portions of Route 110 and provide direct service to Columbia Center Mall. The removal of Route 123 from the mall will benefit its timing to incorporate Queensgate Transit Center and eliminate the need for 30-foot buses to navigate the mall parking lot. Larger capacity buses are needed on Route 123 due to high ridership. Route 50 will utilize the new minibuses by New England Wheels arriving in Q1 2024 to provide better access to the mall. Currently, Route 50 is scheduled for 30-minute service on weekdays and 15-minute service on Saturdays due to higher ridership on Saturdays. Route 123 will maintain service to the mall on Sundays. If ridership generates too much demand for the new lower-capacity vehicles, service frequency will be increased to 15 minutes. The variation in hours and cost will be noted throughout the document.

### Recommended development of Route 50:

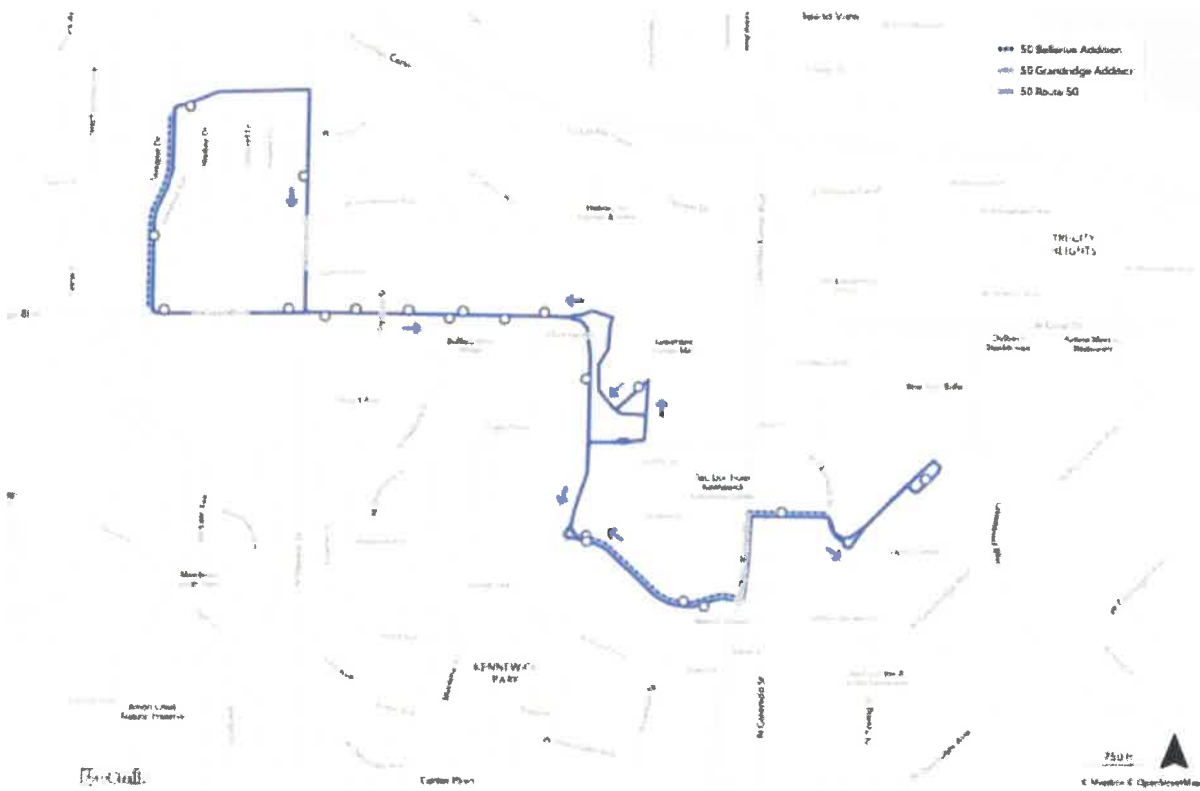
- ❖ 30-minute weekday and 15-minute Saturday service (Potential 15-minute service weekday if demand/capacity warrants)
- ❖ Circulator route that serves the Columbia Center area
- ❖ Provide frequency along productive sections of Gage Blvd
- ❖ Provide service to productive sections of Steptoe St.
- ❖ BFT has procured smaller fixed route vehicles that will be utilized on this route

TABLE 3: ROUTE 50 PROPOSED SERVICE CHANGE DATA

Service Window	Operating Hours	Headway (Min)	Vehicles	Annual Revenue Hours (Current)	Annual Revenue Hour Estimate (Proposed)
Weekday	8:00 AM-8:30 PM	30	1		3,277 (Increase)
Saturday	8:00 AM-8:30 PM	15	2		1,316 (Increase)
Sunday	No Service				
<b>Weekday</b>	<b>8:00 AM-8:30 PM</b>	<b>15</b>	<b>2</b>		<b>6,426*</b> (Increase)

\*Total estimate based on 15-min. weekday service.

**MAP 3: ROUTE 50 PROPOSED SERVICE CHANGES**



**ROUTE 67**

Extending Route 67 will better serve West Pasco by including a portion of Burns Rd and Broadmoor for improved service to Ray Reynolds Middle School and Delta High School. Further extension of the route will provide additional service along Chapel Hill and Rd 84, increasing access to Chiawana High School and McLoughlin Middle School. Alignment of local routes in West Pasco will change with the construction of the West Pasco Transit Center tentatively starting operations in Summer 2026.

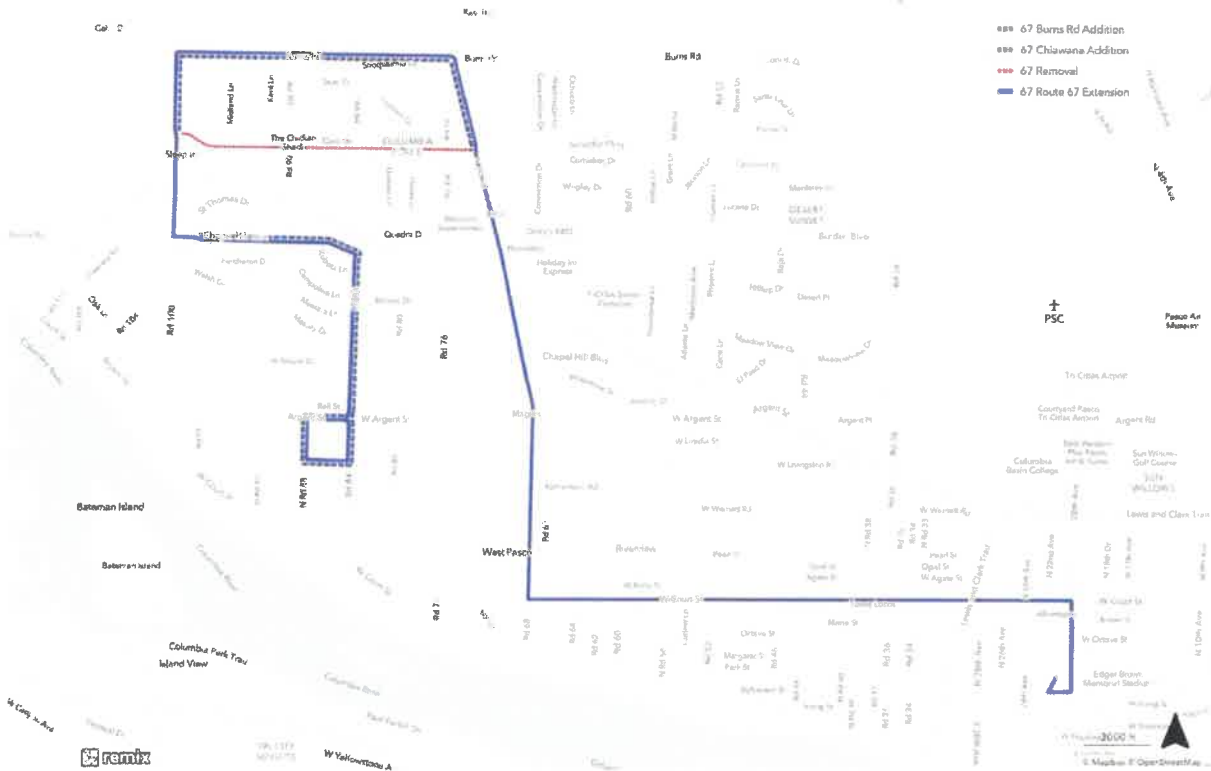
**Recommended changes to Route 67:**

- ❖ Route realignment (extension)
- ❖ Add one bus to alleviate On-time Performance (OTP) issues

**TABLE 4: ROUTE 67 PROPOSED SERVICE CHANGE DATA**

<i>Service Window</i>	<i>Operating Hours</i>	<i>Headway (Min)</i>	<i>Vehicles</i>	<i>Annual Revenue Hours (Current)</i>	<i>Annual Revenue Hour Estimate (Proposed)</i>
<i>Weekday</i>	<i>6:00 AM-9:00 PM</i>	<i>30</i>	<i>3</i>	<i>7,747</i>	<i>11,494 (Increase)</i>
<i>Saturday</i>	<i>7:00 AM-9:00 PM</i>	<i>30</i>	<i>3</i>	<i>7,239</i>	<i>10,732 (Increase)</i>
<i>Sunday</i>	<i>No Service</i>				

**MAP 4: ROUTE 67 PROPOSED SERVICE CHANGES**



**ROUTE 123**

With Route 50 serving Columbia Center Mall, Route 123 will serve the perimeter in order to improve timing and incorporate connections at the new Queensgate Transit Center. Due to Route 50 not operating on Sunday, Route 123 will maintain direct service to the mall but exclude Queensgate Transit Center since no other routes will connect there on Sunday. An additional bus will be added on Sunday to provide needed improvements to on-time performance. The additional bus will also extend the route to areas that are currently excluded on Sundays.

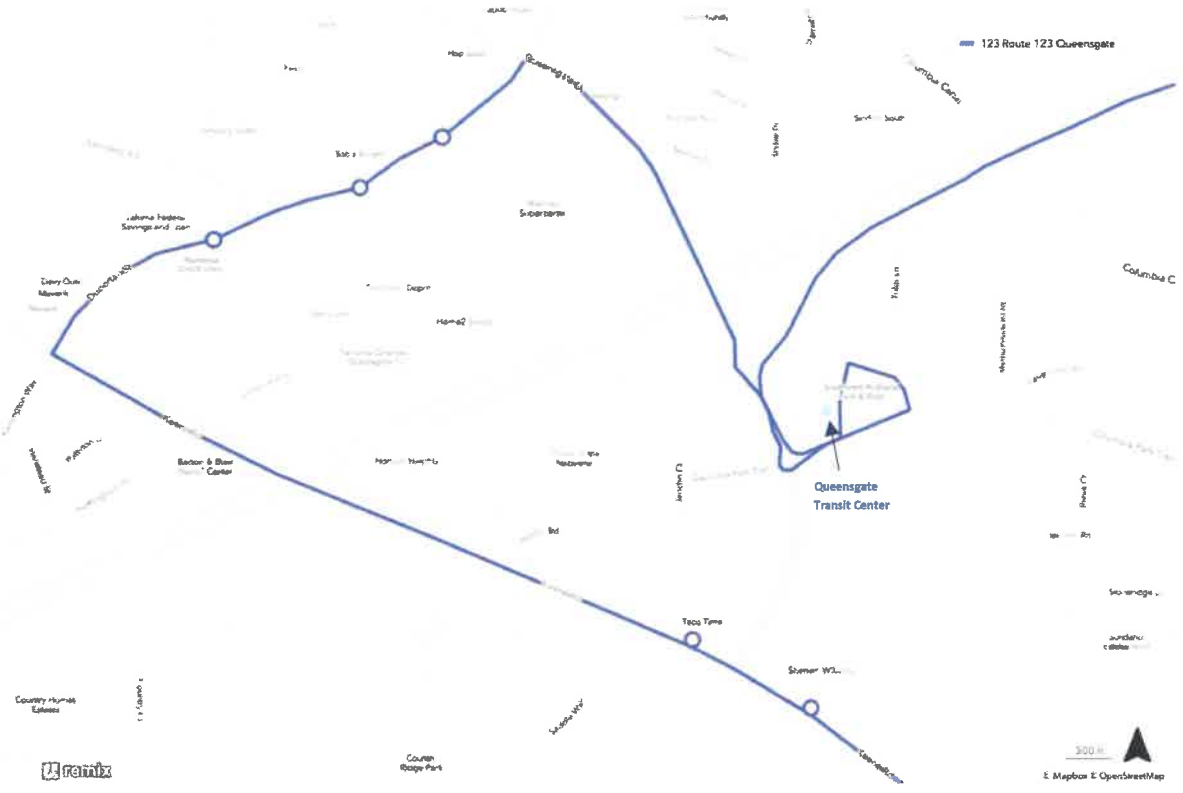
**Recommended changes to Route 123:**

- ❖ Incorporating connections at Queensgate Transit Center
- ❖ Excludes service to the mall except Sunday
  - Increase coverage on Sunday service only to serve Columbia Center Mall
- ❖ Additional bus on Sunday to improve on-time performance, connections at Knight Street Transit Center, and capture currently excluded areas

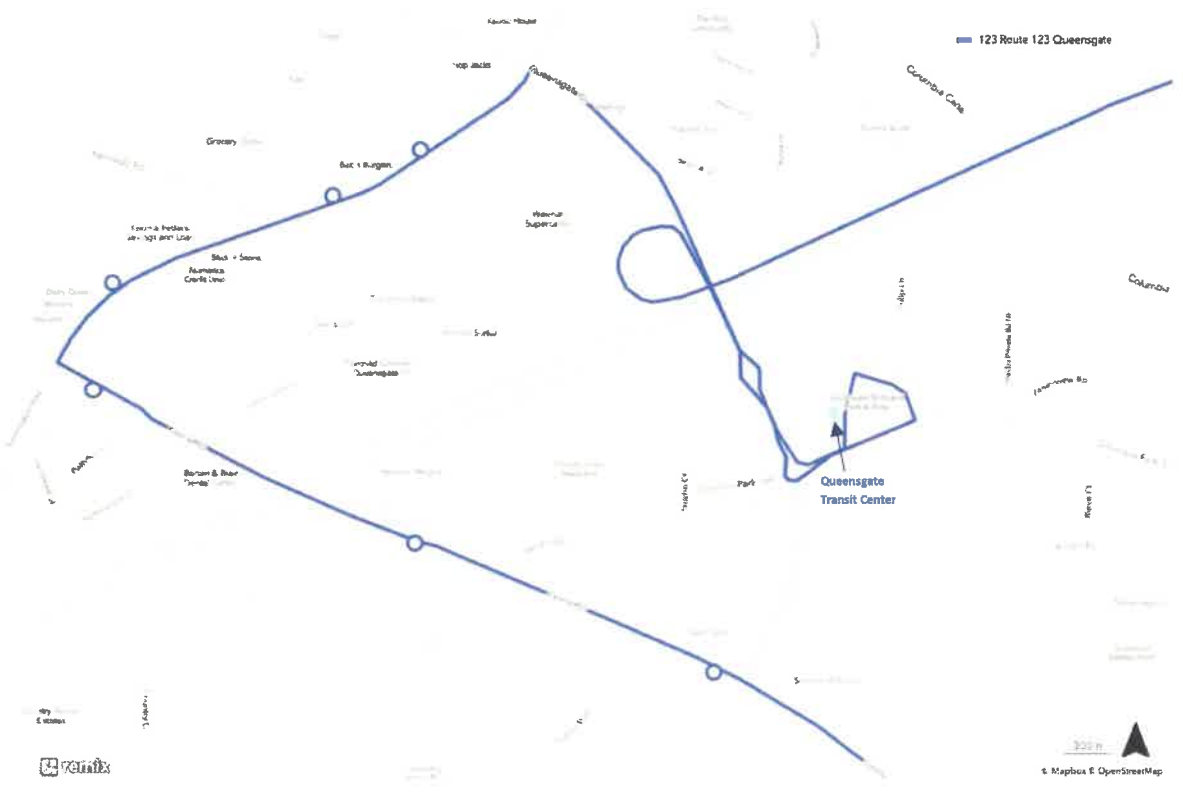
**TABLE 5: ROUTE 123 PROPOSED SERVICE CHANGE DATA**

<b>Service Window</b>	<b>Operating Hours</b>	<b>Headway (Min)</b>	<b>Vehicles</b>	<b>Annual Revenue Hours (Current)</b>	<b>Annual Revenue Hour Estimate (Proposed)</b>
<b>Weekday</b>	<b>5:45 AM-10:00 PM</b>	<b>30</b>	<b>4</b>	<b>16,167</b>	<b>16,324 (Increase)</b>
<b>Saturday</b>	<b>6:45 AM-10:00 PM</b>	<b>30</b>	<b>4</b>	<b>3,141</b>	<b>3,134 (Decrease)</b>
<b>Sunday</b>	<b>8:00 AM-6:00 PM</b>	<b>30</b>	<b>4</b>	<b>1,614</b>	<b>2,139 (Increase)</b>

MAP 5: ROUTE 123 NORTHBOUND THROUGH QUEENSGATE TRANSIT CENTER PROPOSED SERVICE CHANGES



MAP 6: ROUTE 123 SOUTHBOUND THROUGH QUEENSGATE TRANSIT CENTER PROPOSED SERVICE CHANGES





## ROUTE 170

The eastern terminus of Route 170 will be moved from Knight Street Transit Center to the new Queensgate Transit Center providing more direct access to the Queensgate shopping area and improve frequency. Service will increase to 60 minutes during peak travel periods for weekdays. A realignment of the route through Prosser will better serve Housel Middle and Prosser High Schools as well as the commercial district near Merlot Dr. and Wine Country Rd. BFT staff will work with People for People to make sure that BFT's services connect with their scheduled service. BFT will take into consideration service to the future location of Prosser Memorial Hospital once it is clear when the new facility will open.

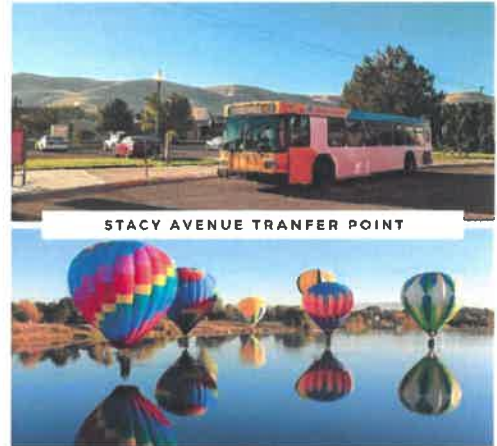


FIGURE 2: STACY AVENUE TRANSFER POINT IN PROSSER, WA

### Recommended changes to Route 170:

- ❖ Service between Queensgate Transit Center and Stacy Avenue Transfer Point
- ❖ Eliminate section between Knight St. and Queensgate
- ❖ 60-minute peak service Weekdays
- ❖ 120-minutes on Saturday

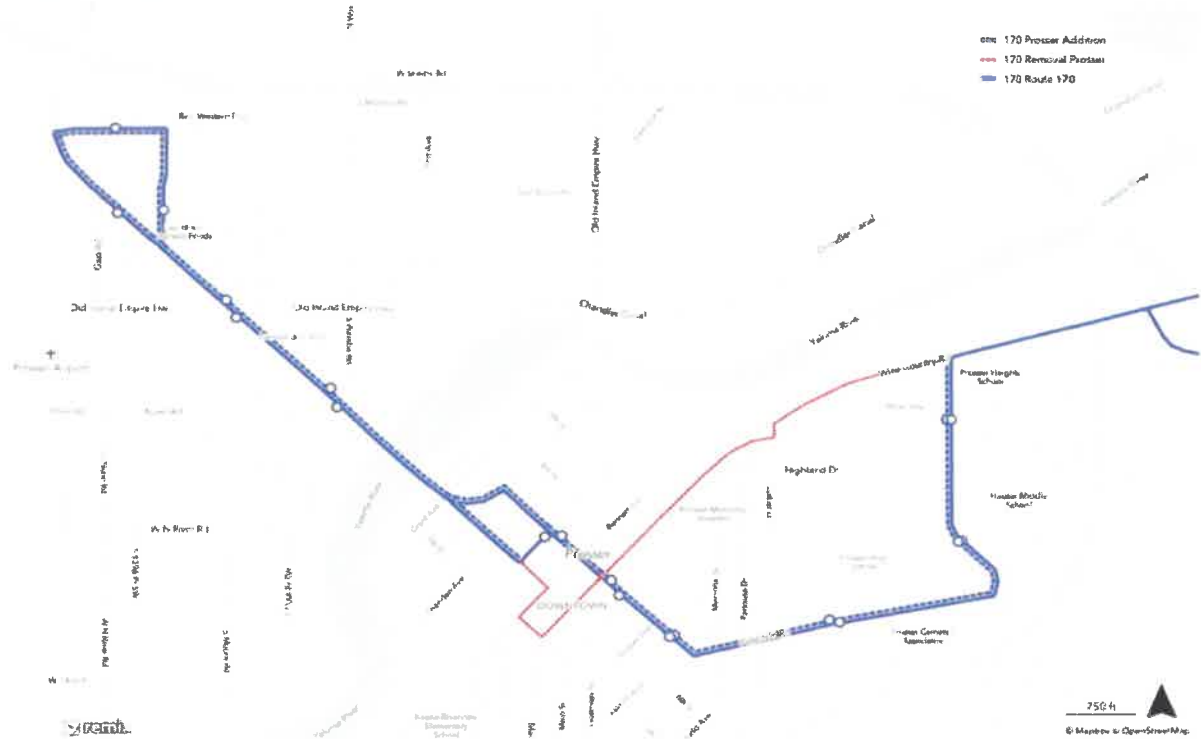
TABLE 6: ROUTE 170 PROPOSED SERVICE CHANGE DATA

<b>Service Window</b>	<b>Operating Hours</b>	<b>Headway (Min)</b>	<b>Vehicles</b>	<b>Annual Revenue Hours (Current)</b>	<b>Annual Revenue Hour Estimate (Proposed)</b>
Weekday	5:15 AM-10:00 PM	60 (120)*	2 (1)*	3,920	6,282 (Increase)
Saturday	7:00 AM-9:00 PM	120	1	718	710 (Decrease)
Sunday	No Service				

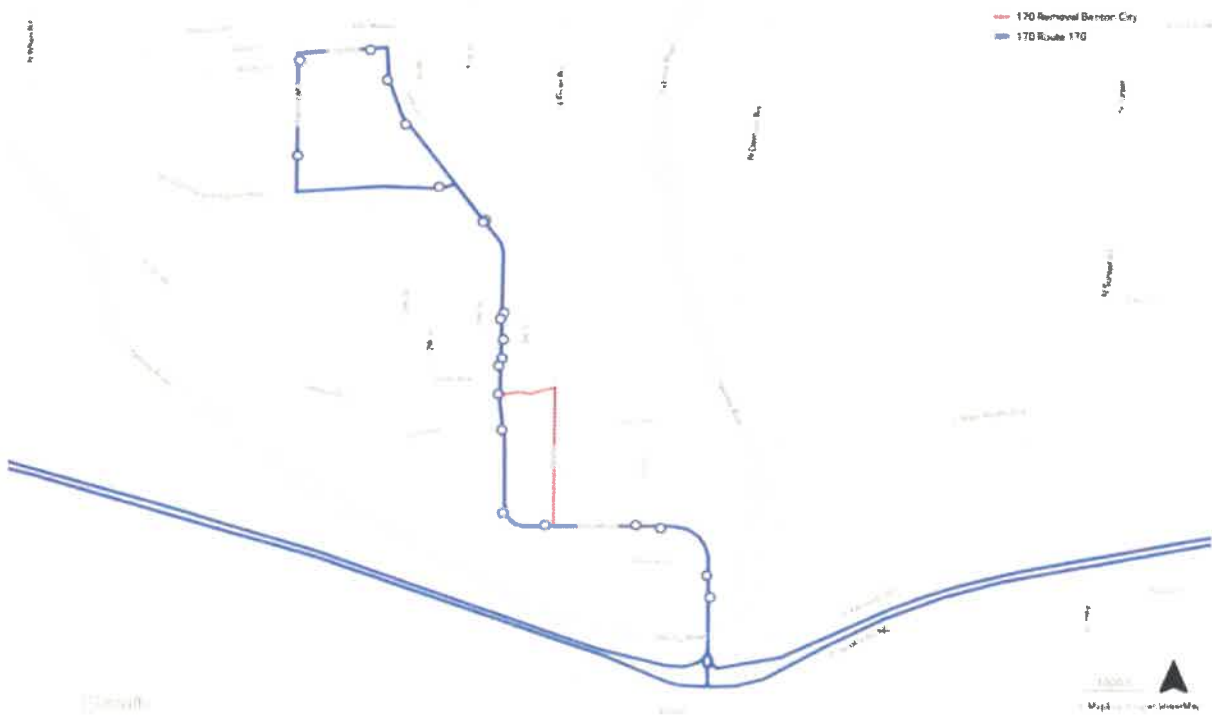
\*Headway and vehicles during off-peak



MAP 7: ROUTE 170 PROSSER PROPOSED SERVICE CHANGES



MAP 8: ROUTE 170 BENTON CITY PROPOSED SERVICE CHANGES



## ROUTE ELIMINATION

To improve services to Benton and Franklin Counties and after thoroughly evaluating ridership, it was determined to eliminate the following two routes:

- ❖ Eliminate Route 110
- ❖ Eliminate Tripper Route 123s

BFT understands that changes to public transit routes may inconvenience some riders, but staff is committed to improving overall service and efficiency to better meet the needs of the community.

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### ROUTE 110

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Staff has observed that ridership on Route 110 east of the future Queensgate Transit Center is very low. To improve the effectiveness of Route 110, the eastern portion will be eliminated, and the western portion will become Route 10 with higher peak frequency serving the Queensgate/Duportail area and West Richland. Route 50 will cover pertinent areas no longer served by Route 110 in the Columbia Center area.

TABLE 7: ROUTE 110 PROPOSED SERVICE CHANGE DATA

<i>Service Window</i>	<i>Operating Hours</i>	<i>Headway (Min)</i>	<i>Vehicles</i>	<i>Annual Revenue Hours (Current)</i>	<i>Annual Revenue Hour Estimate (Proposed)</i>
<b>Weekday</b>	6:15 AM-8:00 PM	60	2	6,926	<b>Discontinued</b>
<b>Saturday</b>	7:15 AM-8:00 PM	60	2	1,314	<b>Discontinued</b>
<b>Sunday</b>	No Service				

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### TRIPPER – 123S

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Trippers are meant to accommodate high demand on routes serving the area schools. In the case of Route 123s, the demand does not exist to justify supplemental service to Route 123. For comparison, the average ridership for Route 123s is 11 per day versus 145 per day for Route 26s. This equates to an average of seven (7) boardings per revenue hour for Route 123s and approximately 97 boardings per revenue hour for Route 26s. BFT will be reaching out to those who may be affected by the elimination of Route 123s. On November 9, during the final public hearing and public comment period there were several requests from the public to maintain service to Tripper 123s. The Board made the decision to maintain service and try to reinvigorate ridership before making a final decision.

#### Recommended changes to Route 123s:

- ❖ Discontinue 123s

TABLE 8: ROUTE 123S PROPOSED SERVICE CHANGE DATA

<i>Service Window</i>	<i>Operating Hours</i>	<i>Headway (Min)</i>	<i>Vehicles</i>	<i>Annual Revenue Hours (Current)</i>	<i>Annual Revenue Hour Estimate (Proposed)</i>
<b>Weekday</b>	7:15 AM and 3 PM		1	258	<b>Discontinued</b>
<b>Saturday</b>	No Service				
<b>Sunday</b>	No Service				

**TABLE 9: FIXED ROUTE SERVICE CHANGE SUMMARY**

Route	Recommendations	Justification	Est. Vehicle Change (2023 Baseline)	Est. Rev Hour Change (2023 Baseline)
10	Replacing western portion of Route 110 from Queensgate TC.	Provide increased frequency to West Richland and establish connections with Routes 123 and 170 at Queensgate TC.	2	6,267
25	Provide service along Wellsian Way and remove unproductive service from Cottonwood.	Maintain service to essential businesses and remove unproductive service.	No Change	No Change
50	Provide service to Columbia Center and productive portions of Gage & Steptoe.	Maintain Columbia Center service removed by Route 110 and allow Route 123 to bypass the mall for improved timing.	1	4,592*
67	Extend to provide better service to Burns, Chapel Hill, and Rd 84.	Provide service to Burns with improved connections to Chapel Hill and schools along the route.	1	4,461
110	<ol style="list-style-type: none"> <li>1. Remove service between Queensgate TC and Three Rivers TC.</li> <li>2. Reestablish as Route 10 between Queensgate TC and West Richland TC.</li> </ol>	Unproductive portion between Queensgate TC and Three Rivers TC.	-2	-8,240
123	Realign service through Queensgate TC.	Establish connections with Routes 10 and 170.	No Change	676
170	<ol style="list-style-type: none"> <li>1. Realign Service through Queensgate TC.</li> <li>2. Additional frequency at peak AM and PM times.</li> </ol>	Provide improved service to Benton City/Prosser and establish connections with Routes 10 and 123 at Queensgate TC.	1	2,354
123s	Eliminate Service	Low Ridership	-1	-258
<b>Total Estimated Change for 2024</b>			<b>2**</b>	<b>9,853**</b>

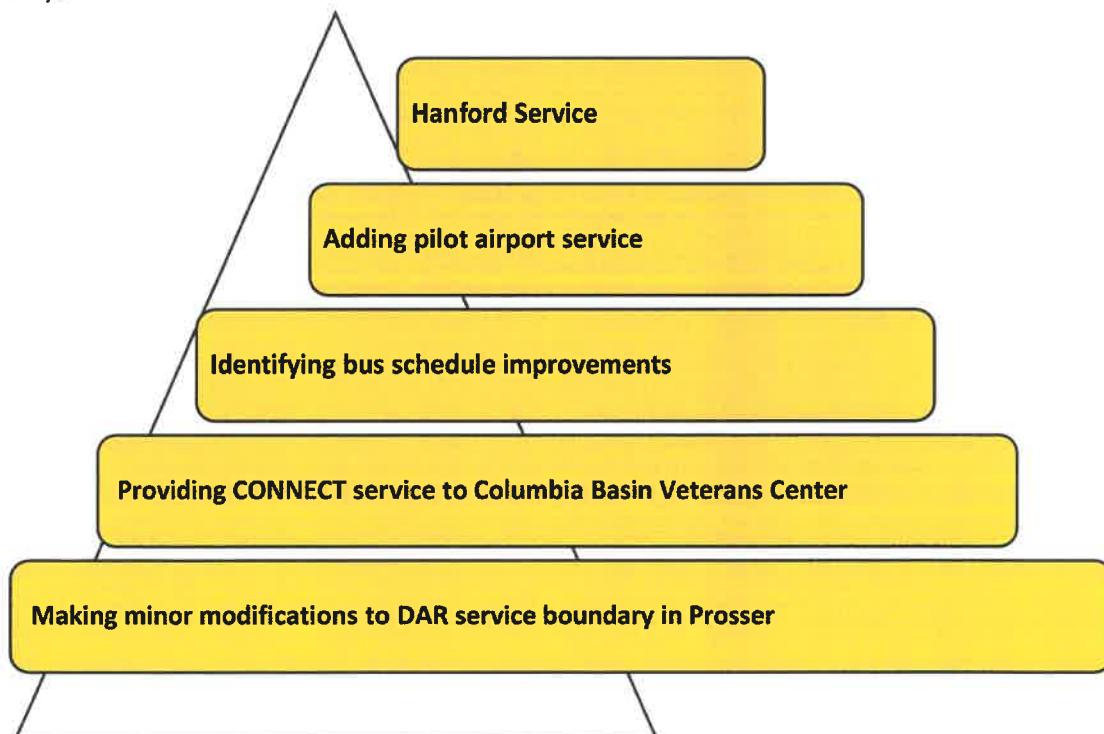
*\*Potential 15-minute weekday service would increase total REV hrs. from 3,277 to 7,742.*

*\*\*Potential 15-min weekday service for Route 50 would increase total vehicles to three (3) and REV hrs. to 13,003.*



## OTHER CHANGES

BFT is dedicated to enhancing transportation options with ongoing initiatives to further improve the way services are offered by:



## CONNECT

CONNECT provides an on-demand service that is open to the public and allows for same-day trips to fixed route connections within pre-defined zones. Most trips on CONNECT are scheduled via a mobile application, but a call-in option also exists for those without a smartphone or cellular data plan.

CONNECT has grown to become a staple of BFT's transit services ensuring that riders can access the fixed route services. In 2023, BFT modified the points of interest to realign how the service was meant to function. The service offers an affordable way to connect to the bus network and travel within BFT's service area. CONNECT is ideal for riders whose starting locations or destinations are too far from a bus stop.

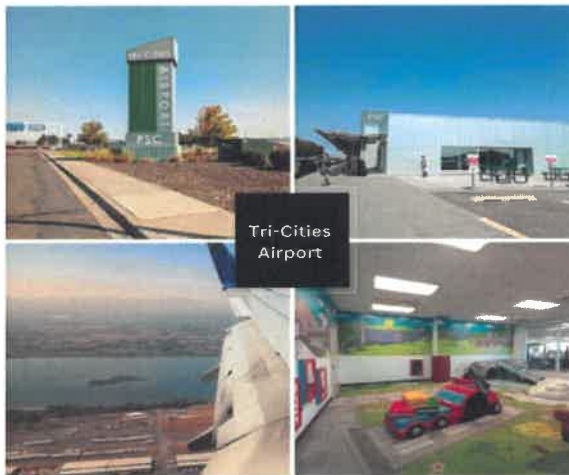
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### PRELIMINARY AIRPORT SERVICE

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In June 2024, BFT is planning to implement a preliminary service to the airport. Staff recognize a demand for the services from agencies and the community and will work with Tri-Cities Airport to ensure that service is offered at peak times of travel. This service will be provided by CONNECT and offer trips between the airport and designated locations. The fiscal impacts of implementing this service will be assessed and presented to the Board of directors prior to implementation. This service is tentatively planned to begin in June 2024.

FIGURE 3: TRI-CITIES AIRPORT IN PASCO, WA



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### ADDITIONAL POINT OF INTEREST

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At the request of the Columbia Basin Veterans Center, BFT is planning to add a Point of Interest (POI) by December 31, 2023, utilizing CONNECT service to ensure that veterans have access to service until fixed route can better serve the community. Columbia Basin Veterans Center assists veterans in receiving the benefits they've earned through their service in the military.



## HANFORD SERVICE

Over the course of 2023, BFT explored options for a Commute Trip Reduction Program for the Hanford Department Of Energy (DOE) site located 20 miles Northwest of the Tri-Cities area. As the largest employer in the region, Hanford represents a significant opportunity to reduce greenhouse emissions from commuter vehicles but regulatory requirements do not allow us to access the nuclear facility. BFT has spent numerous hours exploring different avenues to provide a service that both meet the needs of Hanford employees and stays within the bounds of Federal Transit Administration (FTA) service requirements and restrictions.

BFT is exploring the following three options:

### Outsourcing Service\*

- BFT is receiving estimated quotes from local charter agencies for an outsourced service that allows charter agencies to transport employees. BFT would pay for the expense of the service. As of September 19, the estimated cost for the round trip service is roughly \$2,000,000 per year. Service would include three (3) charter buses to operate four (4) days a week.

### Volunteer Hanford Drivers\*

- BFT is exploring the option of providing a bus as well as maintenance for a Hanford commercial driver's license (CDL) volunteers to drive in the mornings and afternoons. This would allow for the bus to cross through the security gate and remain onsite in the event of emergency evacuation requirements before returning in the afternoon. FTA has informed BFT that this option would be feasible as long as no federal funds are utilized for running this service which would include maintenance, vehicles, etc. Drivers would also be subject to drug and alcohol testing to meet FTA standards.

### Turnaround Facility at Wye Barricade\*

- BFT is open to the possibility of constructing a turnaround facility at the Wye Barricade security checkpoint. The current security location does not have capacity for any vehicle staging, turnaround, or fast travel bus lanes. If constructing a turnaround facility is a viable option, then BFT would be able to provide fixed route service to the barricade. This would eliminate the concern of removing general public riders from the coach because the bus would not cross the checkpoint.

\*The options detailed above are all tentative options and pending Board approval.

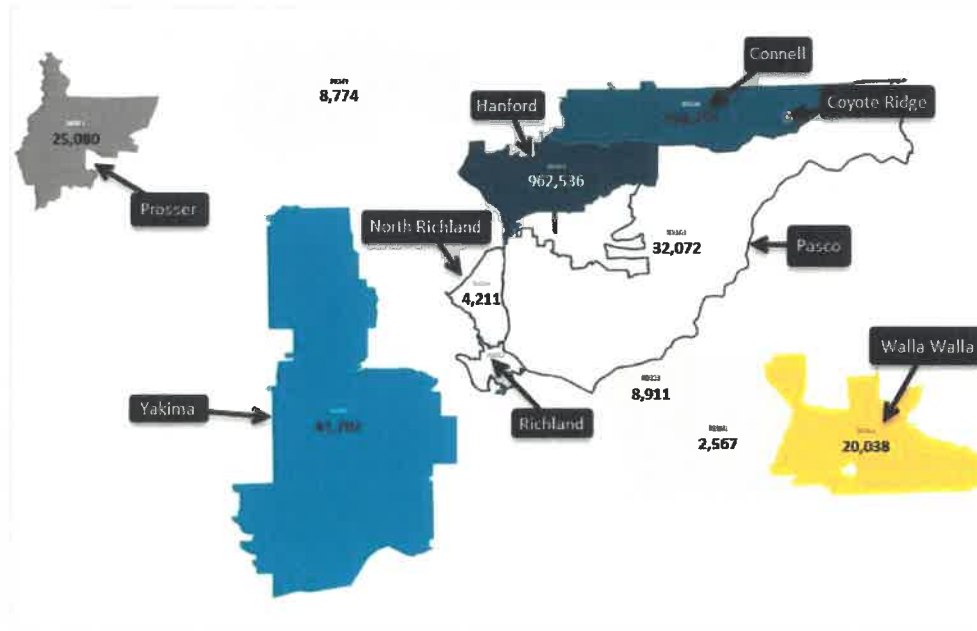
## ADA/DIAL-A-RIDE

BFT's Dial-A-Ride (DAR) service provides on-demand, curb-to-curb transit services for eligible riders. Eligible riders must book trips at least 24 hours in advance. In 2024, BFT will not be making modifications to the service area. The fare study and the recommendations that follow may impact Dial-A-Ride fares.

## VANPOOL

Vanpool is a Rideshare program that allows groups of 4 to 15 individuals to share a ride to and from work in a 6, 12, or 15 passenger vehicle. Every group has a trained driver, backup driver, bookkeeper, and reporter to ensure the safety of all riders and that all reports submitted meet federal guidelines. Ride matching services are provided by BFT's Rideshare Coordinators to work with individuals to provide the best possible option to commute to and from work. Ride matching is also available at [BFT.org](https://www.bft.org). Vanpooling is a perfect choice for anyone wanting to reduce the financial strain of increased fuel prices and allows individuals to sit back and relax while commuting to work within BFT's service area. The Vanpool program currently serves clients in the following locations: Pendleton, Walla Walla, Connell, Yakima, Patterson, and the Hanford site. BFT owns, maintains, manages, licenses, and insures all Vanpool vehicles.

FIGURE 4: AREAS UTILIZED BY RIDESHARE



BFT's Vanpool usage declined considerably during the 2020-2022 COVID pandemic. BFT's main goal is to continue to purchase vehicles and market the value and benefits vanpooling can provide. To meet the growing demand for Vanpool, 25 additional vehicles were purchased in 2023. BFT will be adding an additional 80 replacement vehicles and 10 additional expansion vehicles in

2024. In 2024, BFT's Vanpool monthly fares will be reviewed in accordance with the BFT Fare Policy and are set to recover part of the direct operating costs of the program. Fares will be based on individual participation as well as the roundtrip travel distance. Allocated administrative costs from departments outside of Vanpool are not included.

## LOOKING AHEAD – UPCOMING PASSENGER FACILITIES (2024-2025)

As BFT works collaboratively to plan for future services, there is a continual commitment to enhance local transportation. Over the coming years, the Planning team will work closely with cities and municipalities to ensure the needs are met for each community. In the next two years, staff will be designing plans for transit facilities in strategic locations across Benton and Franklin Counties. These additions will serve to facilitate smoother and more convenient commuting. This effort will improve connections for new neighborhoods and schools making transportation more accessible and efficient for all residents.



FIGURE 5: TRANSIT SERVICES THROUGHOUT TRI-CITIES

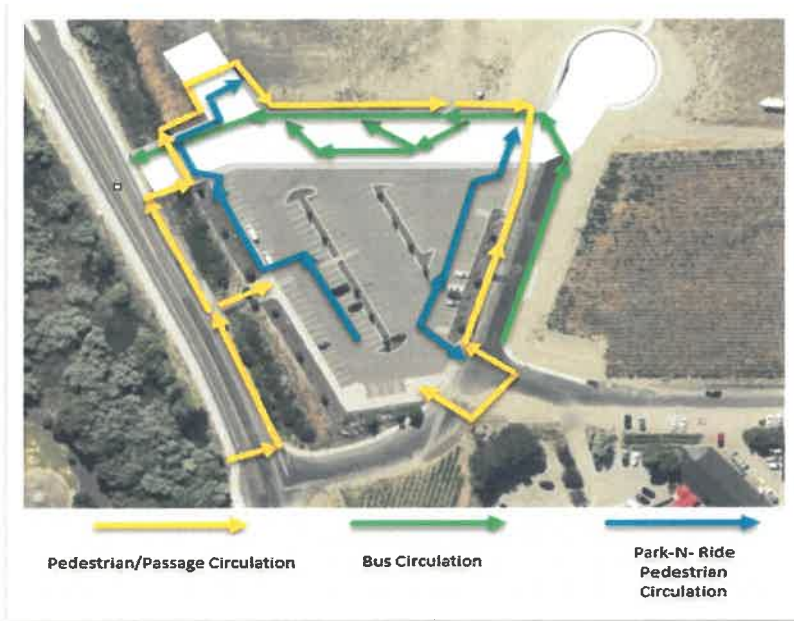


## QUEENSGATE TRANSIT CENTER

The Queensgate Transit Center located on Windmill Rd. in Richland off Interstate 182 will serve to enhance connectivity between Kennewick, West Richland, Downtown Richland, and Prosser / Benton City. This facility will also enable future high-frequency service between the Queensgate area in Richland and Kennewick.

The Queensgate facility is expected to be operational in Summer of 2024. Service changes will be made to incorporate the new transit facility into the fixed route system.

FIGURE 6: QUEENSGATE SITE CIRCULATION



## DOWNTOWN PASCO TRANSIT CENTER

BFT has purchased a property for the construction of a Downtown Pasco Transit Center. This facility will provide an easily accessible transportation connection within walking distance of Downtown Pasco.

It will also offer expanded service to Pasco School District's newest high school and developing areas. The career and college academy located in east Pasco is set to open in fall of 2025.



FIGURE 7: LOCATION OF DOWNTOWN PASCO TRANSIT CENTER

BFT plans to create a space for bus operators' comfort and a small space for Customer Service and ADA. Design efforts will continue into 2024 and construction is expected to begin in late 2024 to early 2025.

## WEST PASCO TRANSIT CENTER

BFT is in the process of finding property for a transit center in the Broadmoor area of West Pasco. This facility will serve as a transfer point between Pasco local routes and future METRO and express routes. This location will also include a parking area that will serve as a park and ride and shared parking for neighboring facilities. An exact location for this facility has yet to be fully determined. The intention is for the West Pasco facility to be collocated with planned City of Pasco facilities, including an aquatic center, library, and other commercial developments. This facility is expected to be operational in mid-2025 or mid-2026 depending on surrounding development including the new high school and the middle schools in the community. Property acquisition is expected in late 2023 or early 2024.



Bringing transit to  
meet the needs of the  
community.



FIGURE 8: DEVELOPMENT AND SCHOOLS IN WEST PASCO

## FUTURE FACILITIES

Despite the rural setting, Benton and Franklin county have experienced remarkable growth and with this growth comes the need for improved transportation infrastructure. In response to the changing dynamics, BFT is embracing the exciting journey to build new transit centers in areas that are seeing increased development. In the coming years, staff will seek out ways to align future fixed route services to connect Benton City, West Richland, and Richland. The Planning team is in the early stages of developing concepts for transfer points in Kennewick near the Southridge area, Benton City, and West Pasco to improve routes and timing to serve Benton City and Prosser.

These centers will play a pivotal role in connecting the expanding community, fostering accessibility, and ensuring that the rural charm within the community remains coupled with modern transportation solutions.

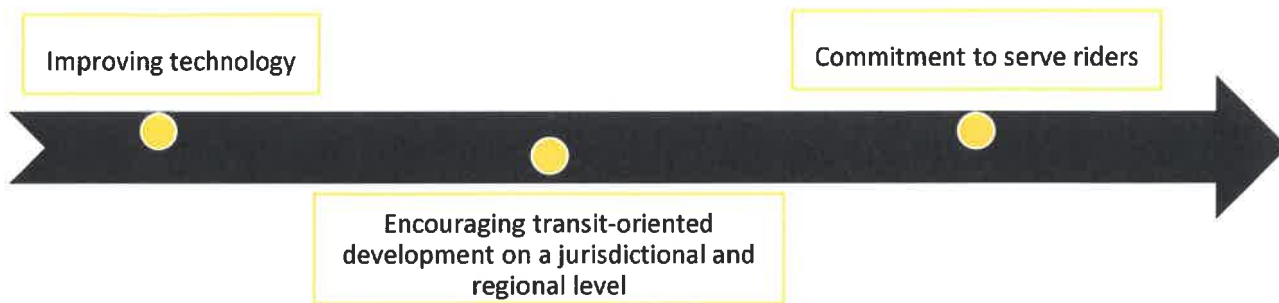




## DEVELOPMENT AND LAND USE

BFT aims to orient future service expansions around the evolving needs and travel patterns of the service area. While collaborating with local planning officials and private developers to ensure that future growth and development are accessible with Dial-A-Ride, fixed route, or on-demand service, the Tri-Cities and the surrounding communities within the PTBA have grown and expanded in a way that is not conducive to operating accessible and efficient transit service.

BFT recognizes the challenges of planning transit services and continually looks for ways to overcome the challenges by:



As part of the ASP process, the Planning staff has identified areas in the PTBA that are rapidly growing and may require additional service. This additional service will initially be met with CONNECT on-demand service until sufficient demand for fixed route service is developed.

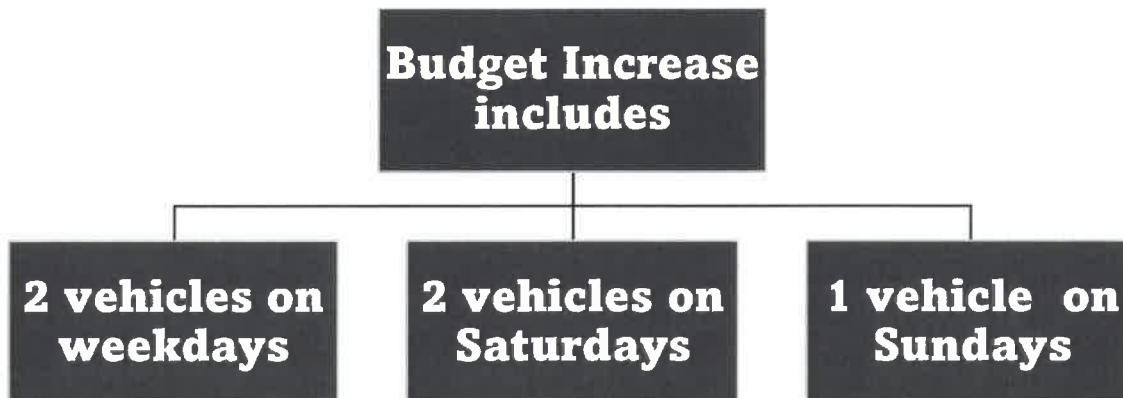
## TITLE VI SERVICE EQUITY ANALYSIS

As a direct recipient of federal funds via the Federal Transit Administration (FTA), Ben Franklin Transit (BFT) is obligated to operate its programs and services without regard to race, color, and national origin in accordance with Title VI of The Civil Rights Act of 1964 and other applicable laws. To ensure compliance with federal policy, BFT is required to perform a Title VI analysis whenever any changes are made to the fixed route network which would be classified as a major service change. BFT defines a major service change as any change in service on any individual route that would add or eliminate more than 20% of the route revenue miles or route revenue hours.

It has been determined that service changes outlined in the 2024 ASP are considered a major service change per BFT's Major Service Change Policy, thus a Title VI Service Equity Analysis was required. BFT staff conducted a Title VI Service Equity Analysis and it was concluded that none of the recommended changes will result in a disparate impact to minority populations. A potential disproportionate burden to low-income populations was identified through the analysis based on BFT's Disparate Impact Policy and Disproportionate Burden Policy. That said, adverse impacts are not expected due to little to low ridership in the impacted area. The recommended changes will result in a net increase in service for those impacted. For additional information, please refer to the 2024 ASP Title VI Service Equity Analysis appendix.

## REVENUE

The 2024 ASP is anticipated to increase annual revenue hours by approximately 9,853. This equates to approximately an addition of \$1.4 Million annual budgeted cost per revenue hour impact given the current average cost per revenue hour of \$150.61. All service recommendations will be implemented in June, so prorated revenue hours are expected to increase by approximately 5,293 in 2024, with a budget increase of approximately \$797,146.



This increase accounts for the addition of two (2) vehicles on weekdays, two (2) vehicles on Saturdays, and one (1) on Sundays. All resource increases needed to operate the 2024 ASP recommendations will be included in the proposed 2024 Operating Budget. BFT planning staff recommend increasing the budgeted vehicle revenue hours from 223,000 (2023) to 231,000 (2024). This accounts for a 3.6% increase in revenue hours. If weekday demand increases on Route 50, the potential for 15-minute service may be warranted, which would be an annual increase of 3,200 revenue hours, 1 bus, and 2 employees. This increase along with any increase in revenue hours for the potential Hanford service will be addressed as separate board items.\*

**Reduction Of Annual Vehicle Revenue Hours**

- Route 110: 8,240 ↓ Revenue hours
- Route 123s: 258 ↓ Revenue hours

**Increase In Annual Vehicle Revenue Hours**

- Route 10: 6,267 ↑ Revenue hours
- Route 50: 4,592 ↑ Revenue hours (7,742 ↑ with weekday 15-minute service)
- Route 123: 676 ↑ Revenue hours
- Route 170: 2,354 ↑ Revenue hours

**TABLE 10: ANNUAL BUDGET IMPACT**

	REV Hours	Current Cost/REV Hr.
2023 ASP	221,127.23	\$ 150.61
2024 ASP	230,980.13	\$ 150.61
<b>Δ</b>	<b>9,852.90</b>	

**TABLE 11: PRORATED BUDGET IMPACT**

	Effective	REV Hours	Current Cost/REV Hr.
2023 ASP	Jan. 2024-June 2024	101,947.30	\$ 150.61
2024 ASP	June 2024-Dec. 2024	126,015.23	\$ 150.61
<b>Total</b>		<b>227,962.53</b>	

\*The original draft stated, “Additional revenue hours have been included to address potential Hanford service and a potential increase in frequencies along the planned Route 50 Shopper Shuttle.”

**LABOR**

Implementation of the 2024 ASP is estimated to require seven (7) additional operators for fixed route service in 2024. However, reaching the current approved headcount of 168 would suffice. Operations and Training staff will continue a hiring effort to address current labor shortages and work towards reaching the approved fixed route operator headcount.



## PUBLIC OUTREACH

### OUTREACH INITIATIVES

The 2024 ASP was open for public comment from October 6 to November 9, 2023. Staff provided four opportunities for the community to provide feedback. Sessions were available in person and online.\*

#### ❖ Open houses

- **October 12 at 12 p.m.** Kennewick Union Mid-Columbia Library  
Location: 1620 S Union St., Kennewick, WA 99338
- **October 18 at 6 p.m.** Downtown Pasco Mid-Columbia Library  
Location: 1320 W. Hopkins St., Pasco, WA 99301
- **October 23 at 2:30 p.m.** Virtual session only on Zoom\*

#### Zoom link:

<https://us06web.zoom.us/j/82659629188?pwd=cUU2a0NXy2MwZVo3emxOOXJBQk9tUT09>

**Meeting: 826 5962 9188**      **Passcode: 277568**

By phone: 1.253.205.0468    or    (Toll Free) 877.853.5247

#### ❖ Public hearing

- **November 9 at 6 p.m.** during the Board Meeting  
Location: Benton County Administration Building located at 7122 W. Okanogan Place Building E, Room 303, Kennewick, Washington.

**Zoom Link:** <https://zoom.us/j/98962178731?pwd=OGg1amhEQXA0RG5QRTdqNnFpRGN5dz09>

**Meeting: 989 6217 8731**      **Passcode: 833979**

By phone: 1.253.215.8782    or    (Toll Free) 888.788.0099

Translation services were made available in Spanish. Outreach initiatives will be updated after the public comment period. In an effort to expand and modernize outreach to the community, BFT offered an interactive mapping system as a visual tool to gain customer feedback on the proposed route changes. The [interactive map](#) was available during the public comment period. User friendly video instructions were available in English and in Spanish to help familiarize riders with utilizing the new tool.



FIGURE 10: QR CODE FOR INTERACTIVE REMIX MAP



## PUBLIC FEEDBACK

The outreach efforts put in place by the Planning and Marketing team were well received by the community. Each internal and external session received several comments and BFT staff responded to any questions/concerns. All comments and questions can be reviewed in the 2024 Service Equity Analysis. What follows are highlights of the discussions that took place during each session.

### ❖ Open House

- October 12: Nine community members attended the second open house. One of the members that attended was a City of Pasco Planner. During this session, community members requested updated ASP maps to reflect a clear picture of what was modified on each route. There was also a request to revise the title of one of the sections on the ASP.
- October 18: Nine community members attended the second open house. One of the members that attended was a City of Pasco Planner. Among the questions and comments received was the request to include Transit app as a way to purchase passes to make them easily accessible to the community.
- October 23: Six community members attended the virtual session. One of the members requested additional marketing promotion of the Tripper 123s as a last effort to see if ridership could improve.

### ❖ Interactive Map Comments

- To date, the comments received through the interactive map requested expedited service, service to areas not currently served by fixed route, and additional improved service on weekends. Staff will evaluate these requests in the 2025 ASP when infrastructure and staffing are in place.

### ❖ Emailed Comments

- There were six comments received via email. Three of the comments were local officials appreciative of the improvements to Prosser starting June 2024. The other three comments were comments regarding service to Hanford, Route 110, and public restrooms.

## PUBLIC FEEDBACK (CONT.)

### ❖ Public Hearing Comments

- Request that CONNECT enhance service in both directions. The service to and from King City takes an average of 40 minutes each way, causing customers to miss the scheduled itinerary. Phone support from Via customer service is non-existent.
- Concerns about the removal of Route 110. Customer was requesting additional information with regards to % of ridership, facilities access, and made routing recommendations.
- Three speakers spoke at the public hearing about the importance of preserving Tripper 123s.
  - The first person spoke about the importance of maintaining service to ensure that her child and others could have a way to get to school.
  - The second person mentioned the importance of reinvigorating marketing while partnering with area schools to ensure that BFT captures the community and youth that would benefit from the tripper the most.
  - The third person read a letter to request that the tripper remain in service and that marketing be improved to boost ridership. The customer also requested that BFT include Christ the King, Carmichael, and Richland High School in the marketing campaign.
  - **ACTION:** In response to the community request from the public comment period, the Board decided to keep the service running and attempt to increase passengers. The Board may choose to revisit the topic and determine if service beyond June 2024 is preferable.



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## PLAN ANUAL DE SERVICIOS 2024

En enero de 2021, el Consejo de Administración de Ben Franklin Transit (BFT) adoptó la Política del Plan de Servicio Anual. La política alinea la planificación y la prestación de servicios. También proporciona información vital sobre el proceso presupuestario al tiempo que gestiona la aprobación de los requisitos laborales anuales. El Plan de Servicio Anual (ASP) se elabora solicitando la opinión de la comunidad y del personal de BFT. Durante el proceso del ASP, BFT analiza los datos del servicio para comprender mejor cómo pueden mejorarse los servicios y la eficacia operativa.

El ASP 2023 se centró principalmente en la eficiencia, eficacia y fiabilidad del servicio. Entre las recomendaciones de cambio de servicio se incluyen las siguientes:

- ❖ Reducción de la frecuencia de las Rutas 1 y 3 de METRO a partir de las 8 de la noche debido al reducido número de pasajeros
- ❖ METRO Ruta 1 EB realineación de Quinault a Okanogan
- ❖ Incorporación de las Rutas 40 y 47 al servicio dominical en sustitución de la Ruta 42
- ❖ Aumento de la Ruta 48 a un servicio de 30 minutos los sábados
- ❖ Añadida la Ruta 268 a los sábados
- ❖ Ampliación de la Ruta 64 en marzo de 2023 para dar servicio a la comunidad de Lakeview y en previsión de la apertura de Amazon.
- ❖ Se eliminó la demanda general y no se permitió que CONNECT subiera a bordo a menos de  $\frac{1}{4}$  de milla de las rutas fijas para fomentar un mayor uso de nuestro sistema de rutas fijas

El ASP 2024 consiste en grandes recomendaciones de cambios en el servicio que resultarán en un mejor servicio de rutas fijas a través de la adición del Centro de Tránsito Queensgate en junio de 2024. Esta incorporación permitirá realizar modificaciones en varias rutas y aumentar la frecuencia durante los periodos de mayor frecuencia, con el fin de prestar un mejor servicio a las comunidades de la parte Oeste de nuestra Área de Beneficio del Transporte Público (PTBA). La ampliación de la Ruta 67 y la adición de un servicio de transporte de compras mejorarán el acceso y resolverán los problemas de puntualidad.

Se ha adoptado un enfoque modesto centrado en la eficiencia en respuesta a la presión del Consejo de Administración de BFT para que el servicio de BFT sea más rentable. Además, todos los modos de servicio de BFT estarán sujetos a un cambio de tarifas según el estudio de tarifas en curso. El Consejo de Administración de BFT abordará el cambio de tarifas previsto en 2024.

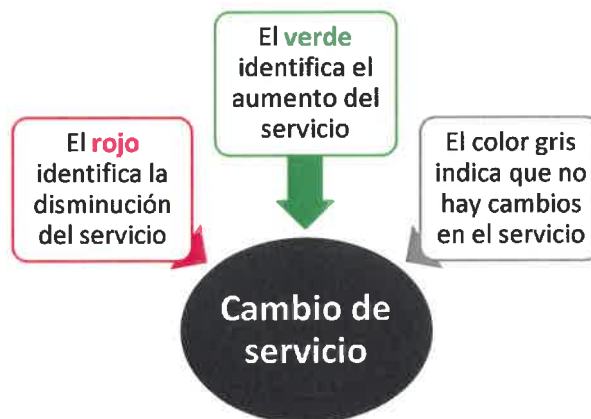
## RUTA FIJA

Con la adición del Centro de Tránsito Queensgate, el ASP 2024 propone modificaciones a las Rutas 25, 110, 123, y 170. También incluye la extensión de la Ruta 67 para servir mejor las áreas de West Pasco y mejorar el rendimiento de tiempo. También incluye la ampliación de la Ruta 67 para dar mejor servicio a las zonas de West Pasco y mejorar la puntualidad. La adición de una lanzadera de compras complementará los cambios en la Ruta 110. Además, CSched llevará a cabo una revisión de todos los horarios de las rutas fijas para mejorar la puntualidad y las conexiones con los centros de tránsito. Es posible que BFT tenga que realizar pequeñas modificaciones en los horarios de otras rutas y añadir, modificar o eliminar servicios de sobrecarga y de viajeros en función de la demanda. Los cambios de servicio propuestos constituyen un cambio de servicio importante según la Política de Cambios de Servicio Importantes de BFT.

## CAMBIOS DE SERVICIO RECOMENDADOS

Para 2024, los cambios de servicio recomendados se identifican en **rojo**, **verde** y **gris** a lo largo de las tablas de este documento para reflejar la disminución y el aumento del servicio.

FIGURA 1: CLAVE DE CAMBIO DE SERVICIO



## RUTA 10

Se prevé que el Centro de Tránsito Queensgate abra sus puertas en junio de 2024. Ruta 10 mantendrá la cobertura actual de la Ruta 110 a través de West Richland y se centrará en aumentar la frecuencia durante las horas punta.

### Cambios recomendados en la Ruta 10:

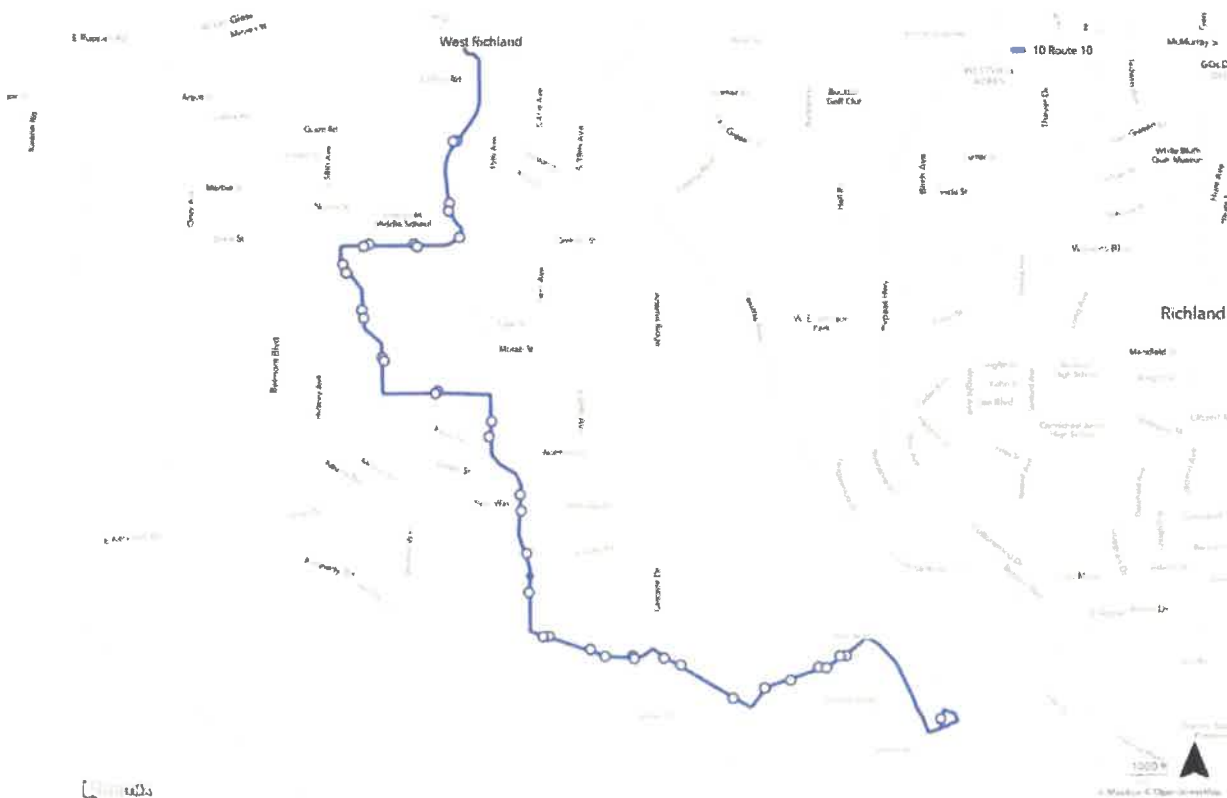
- ❖ Proporcionar un servicio de 30 minutos en hora punta los días laborables entre el Centro de Tránsito Queensgate y el Centro de Tránsito West Richland.
- ❖ Mantener la actual zona de cobertura de la Ruta 110 en West Richland
- ❖ Servicio de 60 minutos los sábados
- ❖ Proporcionar conexiones con las Rutas 123 y 170 en Queensgate
- ❖ Aumentar las conexiones con la Ruta 20 en el Centro de Tránsito de West Richland

TABLA 1: DATOS DEL CAMBIO DE SERVICIO PROPUESTO PARA LA RUTA 10

Ventana De Servicio	Horas De Servicio	Frecuencia Mínima	Vehículos	Horas de ingresos anuales (actuales)	Estimación de ingresos anuales por hora (propuesta)
Entre Semana	6:15 AM-8:00 PM	30 (60)*	2 (1)*		5,550 (aumentar)
Sábado	7:15 AM-8:00 PM	60	1		717 (aumentar)
Domingo	No hay servicio				

\*Distancias y vehículos en los horarios de menor frecuencia

MAPA 1: RUTA 10 CAMBIOS DE SERVICIO PROPUESTOS



## RUTA 25

Con el traslado del final de la Ruta 170 del Centro de Tránsito de Knight Street al Queensgate Transit Center, Ruta 25 continuará en Wellsian para mantener el servicio a la parte sur de Wellsian Way.

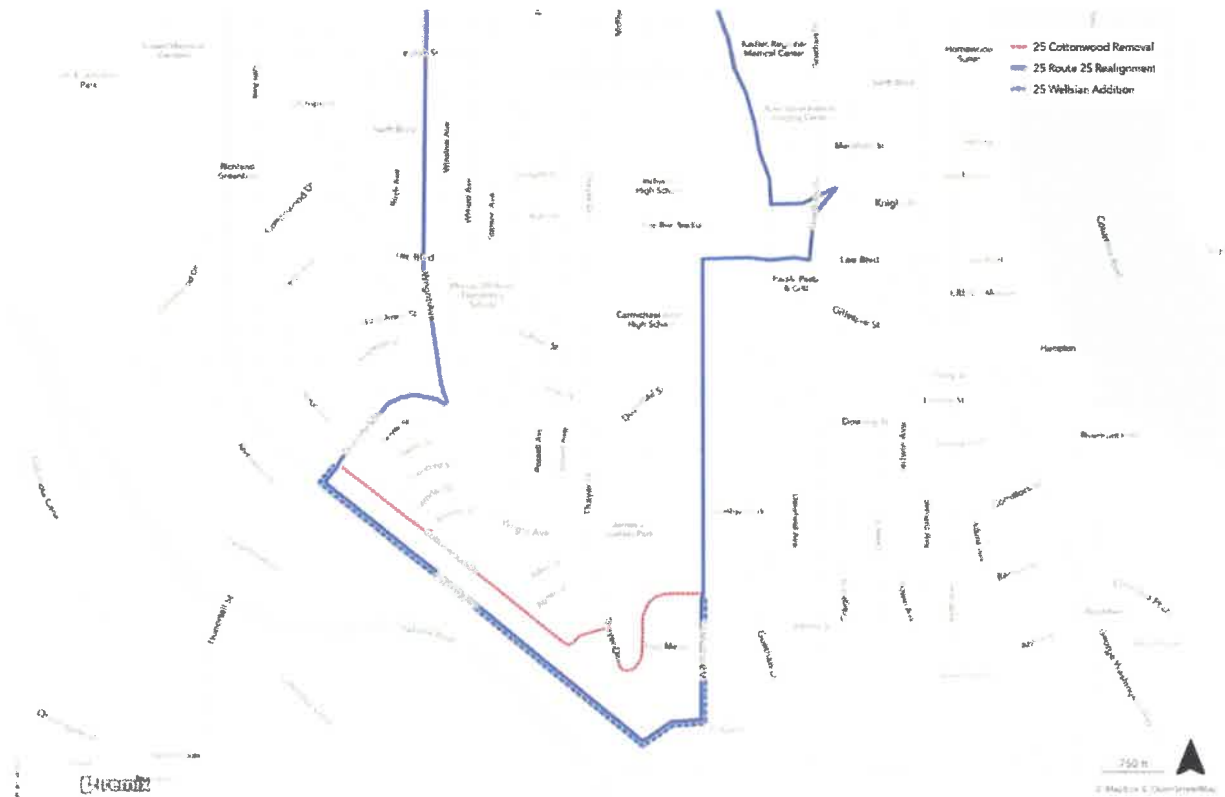
### Cambios recomendados en la Ruta 25:

- ❖ Mantener el servicio a lo largo de Wellsian Way
- ❖ Eliminar los tramos improductivos de Cottonwood Dr.

TABLA 2: RUTA 25 DATOS DEL CAMBIO DE SERVICIO PROPUESTO

Ventana De Servicio	Horas De Servicio	Frecuencia Mínima	Vehículos	Horas de ingresos anuales (actuales)	Estimación de ingresos anuales por hora (propuesta)
Entre Semana	No hay cambios				
Sábado	No hay cambios				
Domingo	No hay servicio				

MAPA 2: RUTA 25 CAMBIOS DE SERVICIO PROPUESTOS



## RUTA 50

La Ruta 50 mantendrá partes productivas de la Ruta 110 y proporcionará servicio directo al centro comercial Columbia Center. La eliminación de la Ruta 123 del centro comercial beneficiará su horario para incorporar el Centro de Tránsito Queensgate y eliminará la necesidad de autobuses de 30 pies para navegar por el estacionamiento del centro comercial. Se necesitan autobuses de mayor capacidad en la Ruta 123 debido al elevado número de pasajeros. La Ruta 50 utilizará los nuevos minibuses de New England Wheels que llegarán en el primer trimestre de 2024 para ofrecer un mejor acceso al centro comercial. Actualmente, la Ruta 50 tiene un servicio de 30 minutos los días laborables y de 15 minutos los sábados, debido al mayor número de pasajeros de los sábados. Ruta 123 mantendrá el servicio al centro comercial los domingos. Si el número de pasajeros genera demasiada demanda para los nuevos vehículos de menor capacidad, la frecuencia del servicio se aumentará a 15 minutos. La variación de horas y costes se señalará a lo largo del documento.

### Desarrollo recomendado de la Ruta 50:

- ❖ Servicio de 30 minutos los días laborables y de 15 minutos los sábados (servicio potencial de 15 minutos los días laborables si la demanda/capacidad lo justifica)
- ❖ Ruta circular que da servicio a la zona de Columbia Center
- ❖ Proporcionar frecuencia a lo largo de las secciones productivas de Gage Blvd.
- ❖ Proporcionar servicio a las secciones productivas de Steptoe St.
- ❖ BFT ha adquirido vehículos de ruta fija más pequeños que se utilizarán en esta ruta

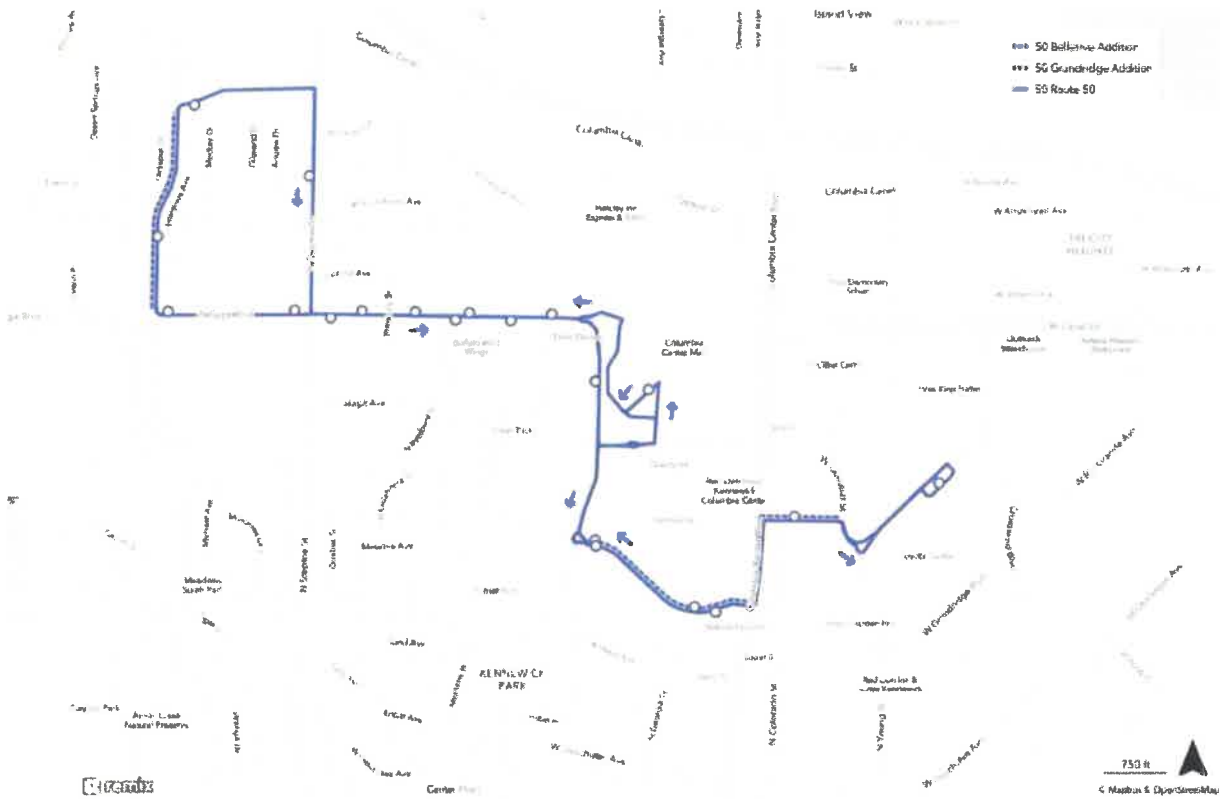
TABLA 3: DATOS DEL CAMBIO DE SERVICIO PROPUESTO PARA LA RUTA 50

Ventana De Servicio	Horas De Servicio	Frecuencia Mínima	Vehículos	Horas de ingresos anuales (actuales)	Estimación de ingresos anuales por hora (propuesta)
Entre Semana	8:00 AM-8:30 PM	30	1		3,277 <i>(aumentar)</i>
Sábado	8:00 AM-8:30 PM	15	2		1,316 <i>(aumentar)</i>
Domingo	No hay servicio				
Entre Semana	8:00 AM-8:30 PM	15	2		6,426* <i>(aumentar)</i>

\*Estimación total basada en un servicio de 15 minutos entre semana



**MAPA 3: RUTA 50 CAMBIOS DE SERVICIO PROPUESTOS**



**RUTA 67**

Extender la Ruta 67 servirá mejor a West Pasco al incluir una porción de Burns Rd y Broadmoor para mejorar el servicio a Ray Reynolds Middle School y Delta High School. Una mayor extensión de la ruta proporcionará servicio adicional a lo largo de Chapel Hill y Rd 84, aumentando el acceso a Chiawana High School y McLoughlin Middle School. La alineación de las rutas locales en West Pasco cambiará con la construcción del Centro de Tránsito de West Pasco que tentativamente comenzará a operar en el verano de 2026.

**Cambios recomendados en la Ruta 67:**

- ❖ Reajuste de la ruta (ampliación)
- ❖ Añadir un autobús para aliviar los problemas de puntualidad (OTP)

**TABLA 4: RUTA 67 DATOS DEL CAMBIO DE SERVICIO PROPUESTO**

Ventana De Servicio	Horas De Servicio	Frecuencia Mínima	Vehículos	Horas de ingresos anuales (actuales)	Estimación de ingresos anuales por hora (propuesta)
Entre Semana	6:00 AM-9:00 PM	30	3	7,747	11,494 (aumentar)
Sábado	7:00 AM-9:00 PM	30	3	7,239	10,732 (aumentar)
Domingo	No hay servicio				



**MAPA 4: RUTA 67 CAMBIOS DE SERVICIO PROPUESTOS**



**RUTA 123**

Con la Ruta 50 dando servicio al centro comercial Columbia Center, la Ruta 123 dará servicio al perímetro con el fin de mejorar los horarios e incorporar conexiones en el nuevo Centro de Tránsito Queensgate. Debido a que la Ruta 50 no opera los domingos, la Ruta 123 mantendrá el servicio directo al centro comercial pero excluirá el Centro de Tránsito Queensgate ya que ninguna otra ruta conectará allí los domingos. Se añadirá un autobús adicional los domingos para mejorar la puntualidad. El autobús adicional también ampliará la ruta a las zonas que actualmente están excluidas los domingos.

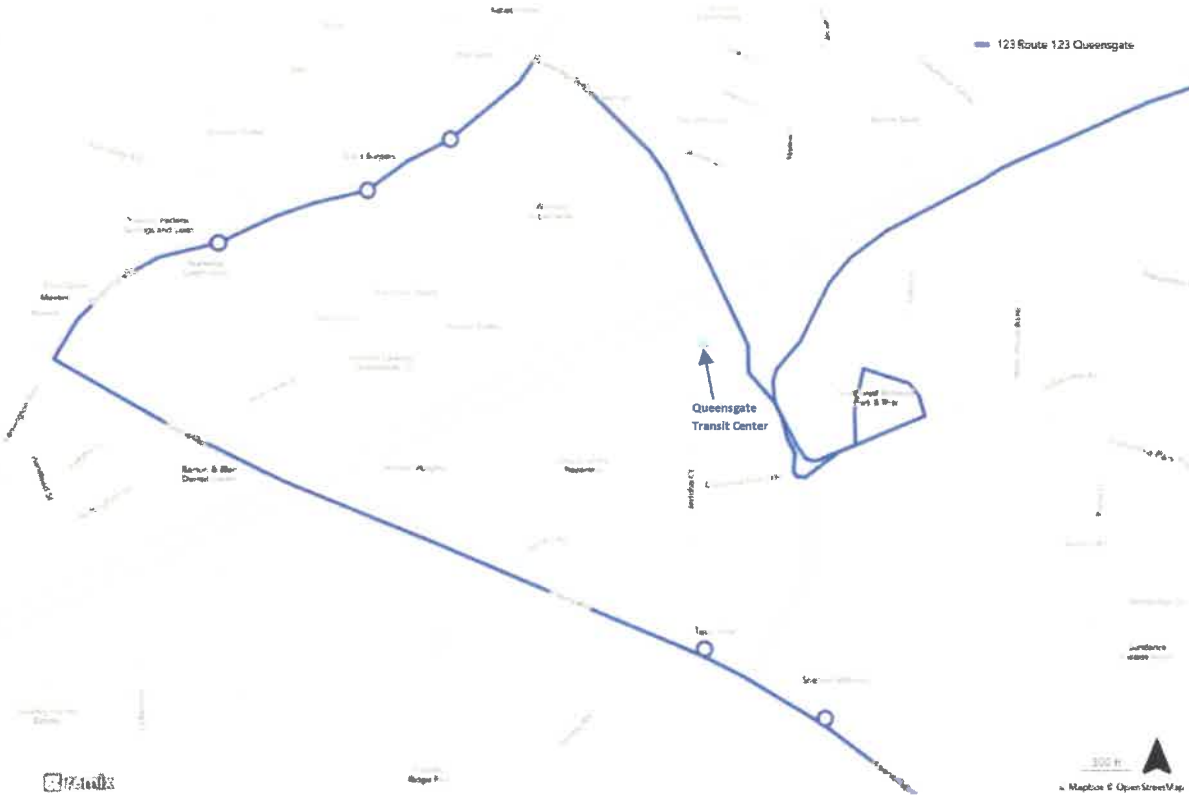
**Cambios recomendados en la Ruta 123:**

- ❖ Incorporación de conexiones en el Centro de Tránsito Queensgate
- ❖ Excluye el servicio al centro comercial excepto los domingos
  - Aumentar la cobertura del servicio dominical sólo para dar servicio al centro comercial Columbia Center Mall
- ❖ Autobús adicional los domingos para mejorar la puntualidad, las conexiones en Knight Street Transit Center, y captar zonas actualmente excluidas

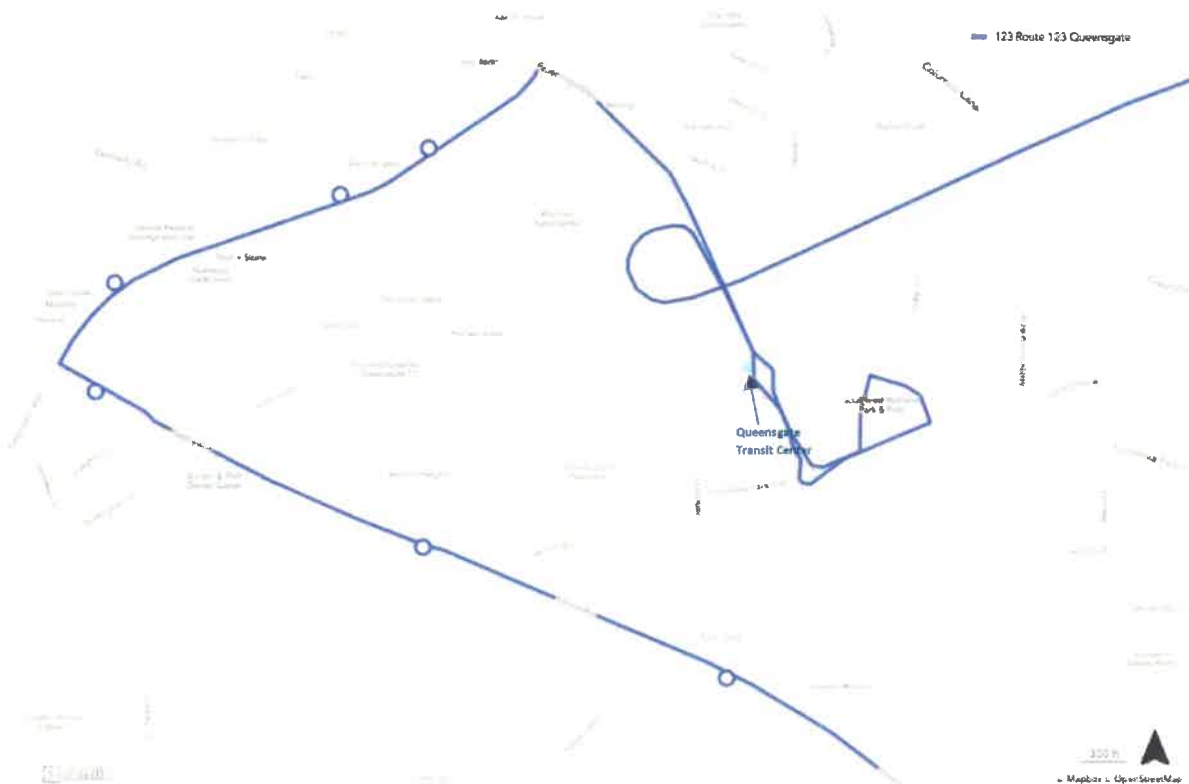
**TABLA 5: DATOS DEL CAMBIO DE SERVICIO PROPUESTO PARA LA RUTA 123**

Ventana De Servicio	Horas De Servicio	Frecuencia Mínima	Vehículos	Horas de ingresos anuales (actuales)	Estimación de ingresos anuales por hora (propuesta)
Entre Semana	5:45 AM-10:00 PM	30	4	16,167	16,324 (aumentar)
Sábado	6:45 AM-10:00 PM	30	4	3,141	3,134 (disminuir)
Domingo	8:00 AM-6:00 PM	30	4	1,614	2,139 (aumentar)

MAPA 5: RUTA 123 EN DIRECCIÓN NORTE A TRAVÉS DE QUEENSGATE TRANSIT CENTER CAMBIOS DE SERVICIO PROPUESTOS



MAPA 6: RUTA 123 EN DIRECCIÓN SUR POR QUEENSGATE TRANSIT CENTER CAMBIOS DE SERVICIO PROPUESTOS



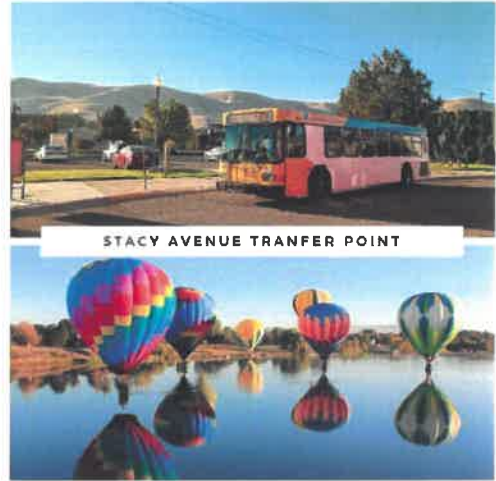
## RUTA 170

El término este de la Ruta 170 se trasladará de Knight Street Transit Center al nuevo Queensgate Transit Center, lo que proporcionará un acceso más directo a la zona comercial de Queensgate y mejorará la frecuencia. El servicio aumentará a 60 minutos durante las horas punta los días laborables. Una realineación de la ruta a través de Prosser servirá mejor a Housel Middle School y Prosser High School, así como al distrito comercial cerca de Merlot Dr. y Wine Country Rd. El personal de trabajará con People for People para asegurarse de que los servicios de conecten con su servicio programado. BFT tendrá en cuenta el servicio futura ubicación de Prosser Memorial Hospital una vez que esté claro cuando se abrirá la nueva instalación.

### Cambios recomendados en la Ruta 170:

- ❖ Servicio entre el Queensgate Transit Center y Stacy Avenue Transfer Point
- ❖ Eliminar la sección entre Knight St. y Queensgate
- ❖ Servicio de 60 minutos en hora punta Días laborables
- ❖ 120 minutos el sábado

FIGURA 2: STACY AVENUE TRANSFER POINT EN PROSSER, WA



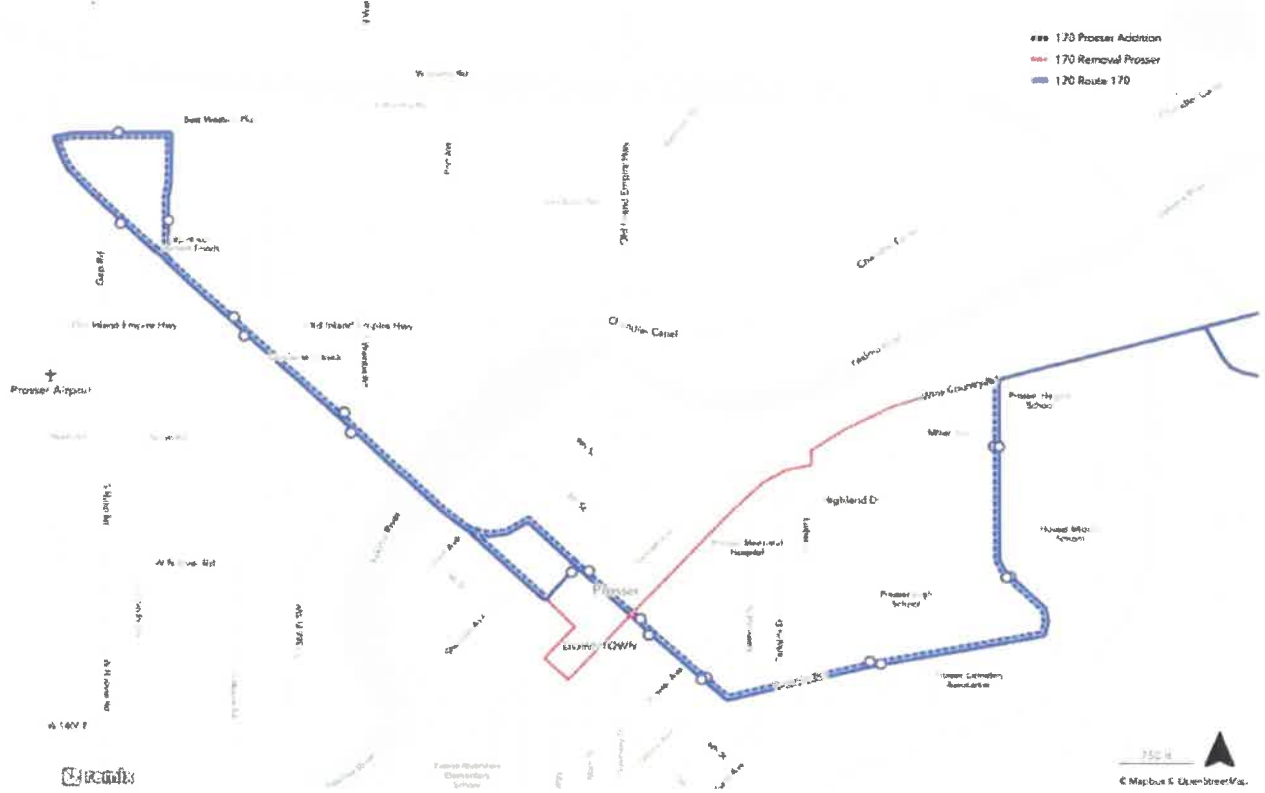
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TABLA 6: RUTA 170 DATOS DEL CAMBIO DE SERVICIO PROPUESTO

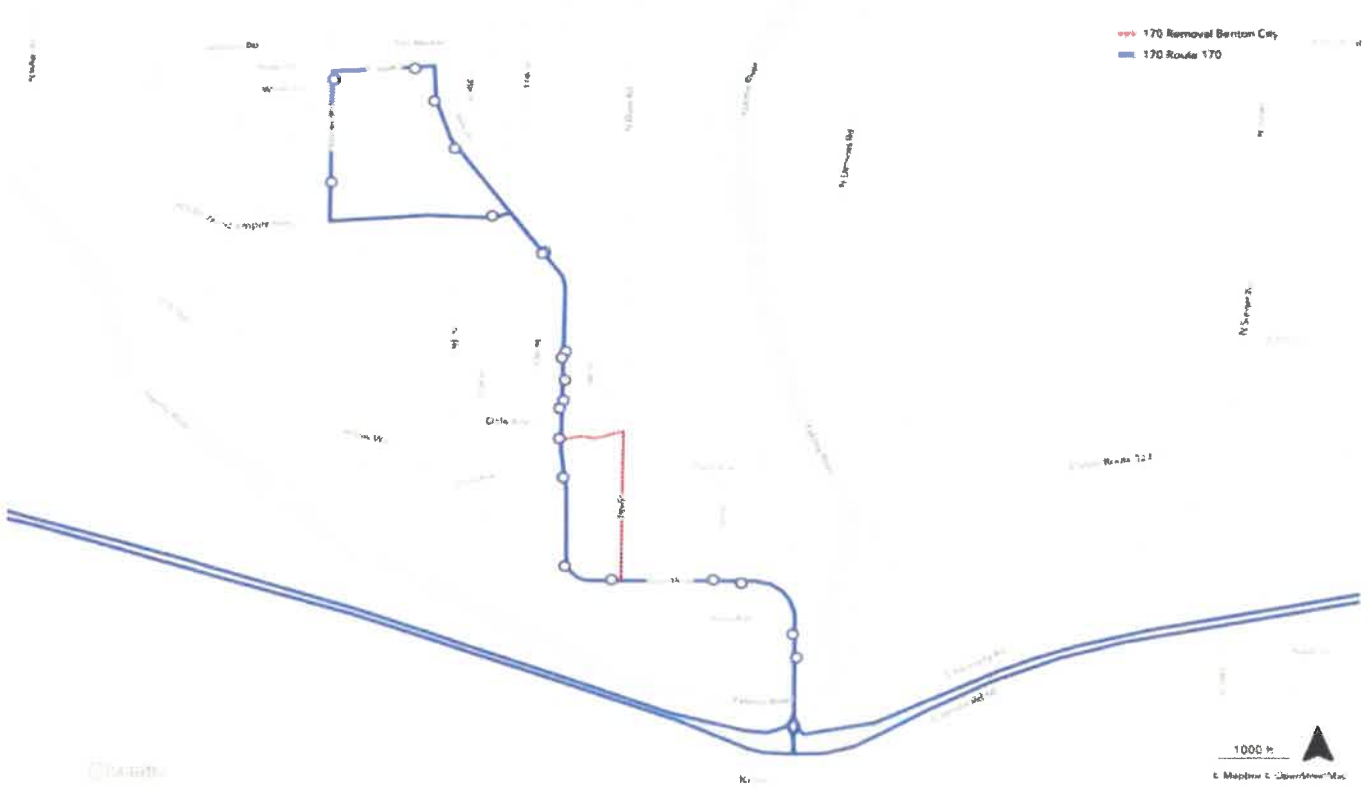
Ventana De Servicio	Horas De Servicio	Frecuencia Mínima	Vehículos	Horas de ingresos anuales (actuales)	Estimación de ingresos anuales por hora (propuesta)
Entre Semana	5:15 AM-10:00 PM	60 (120)*	2 (1)*	3,920	6,282 (aumentar)
Sábado	7:00 AM-9:00 PM	120	1	718	710 (disminuir)
Domingo	No hay servicio				

\*Distancias y vehículos en los horarios de menor frecuencia

**MAPA 7: RUTA 170 PROSSER CAMBIOS DE SERVICIO PROPUESTOS**



**MAPA 8: RUTA 170 BENTON CITY CAMBIOS DE SERVICIO PROPUESTOS**



## ELIMINACIÓN DE RUTAS

Para mejorar los servicios a los condados de Benton y Franklin y tras evaluar exhaustivamente el número de pasajeros, se decidió eliminar las dos rutas siguientes:

- ❖ Eliminar la Ruta 110
- ❖ Eliminar la Ruta 123s

BFT entiende que los cambios en las rutas de transporte público pueden incomodar a algunos pasajeros, pero el personal se ha comprometido a mejorar el servicio en general y la eficiencia para satisfacer mejor las necesidades de la comunidad.

### RUTA 110

El personal ha observado que el número de pasajeros de la Ruta 110 al este del futuro Queensgate Transit Center es muy bajo. Para mejorar la eficacia de la Ruta 110, se eliminará la parte oriental y la parte occidental se convertirá en la ruta 10, con una mayor frecuencia en hora punta que dará servicio a la zona de Queensgate/Duportail y West Richland. La Ruta 50 cubrirá las zonas pertinentes a las que ya no presta servicio la Ruta 110 en el área de Columbia Center.

**TABLA 7: DATOS DEL CAMBIO DE SERVICIO PROPUESTO PARA LA RUTA 110**

Ventana De Servicio	Horas De Servicio	Frecuencia Mínima	Vehículos	Horas de ingresos anuales (actuales)	Estimación de ingresos anuales por hora (propuesta)
Entre Semana	6:15 AM-8:00 PM	60	2	6,926	<b>Discontinuado</b>
Sábado	7:15 AM-8:00 PM	60	2	1,314	<b>Discontinuado</b>
Domingo	No hay servicio				

### TRIPPER – 123s

Los "Trippers" están destinados a cubrir la alta demanda en las rutas que prestan servicio a las escuelas de la zona. En el caso de la Ruta 123s, no existe demanda que justifique un servicio suplementario. A modo de comparación, la media de pasajeros de la Ruta 123s es de 11 al día, frente a los 145 diarios de la Ruta 26. Esto equivale a una media de siete pasajeros al día. Esto equivale a una media de siete (7) embarques por hora de ingresos para la Ruta 123s y aproximadamente 97 embarques por hora de ingresos para la Ruta 26s. BFT se pondrá en contacto con las personas que puedan verse afectadas por la eliminación de la Ruta 123s. El 9 de noviembre, durante la audiencia pública final y el periodo de comentarios públicos, hubo varias peticiones del público para mantener el servicio del Tripper 123s. El Consejo de Administración tomó la decisión de mantener el servicio y tratar de revigorizar el número de pasajeros antes de tomar una decisión final.

#### Cambios recomendados en la ruta 123:

- ❖ Suspender el servicio de 123s

**TABLA 8: RUTA 123S DATOS DEL CAMBIO DE SERVICIO PROPUESTO**

Ventana De Servicio	Horas De Servicio	Frecuencia Mínima	Vehículos	Horas de ingresos anuales (actuales)	Estimación de ingresos anuales por hora (propuesta)
Entre Semana	7:15 AM and 3 PM		1	258	<b>Discontinuado</b>
Sábado	No hay servicio				
Domingo	No hay servicio				

**TABLA 9: RESUMEN DE CAMBIOS EN EL SERVICIO DE RUTA FIJA**

Ruta	Recomendaciones	Justificación	Est. Cambio De Vehículos (Base 2023)	Est. Cambio De Ingresos Por Hora (Base 2023)
10	Sustitución de la parte Oeste de la Ruta 110 desde Queensgate TC.	Aumentar la frecuencia a West Richland y establecer conexiones con las rutas 123 y 170 en Queensgate TC.	2	6,267
25	Proporcionar servicio a lo largo de Wellsian Way y eliminar el servicio improductivo de Cottonwood.	Mantener el servicio a las empresas esenciales y suprimir el servicio improductivo.	No hay cambios	No hay cambios
50	Dar servicio a Columbia Center y a partes productivas de Gage & Steptoe.	Mantener el servicio de Columbia Center eliminado por la ruta 110 y permitir que la ruta 123 circunvale el centro comercial para mejorar los horarios.	1	4,592*
67	Extender para proporcionar un mejor servicio a Burns, Chapel Hill, y Rd 84.	Proporcionar servicio a Burns con conexiones mejoradas con Chapel Hill y las escuelas a lo largo de la ruta.	1	4,461
110	<ol style="list-style-type: none"> <li>1. Eliminar el servicio entre Queensgate y Three Rivers TC.</li> <li>2. Restablecer como Ruta 10 entre Queensgate y West Richland TC.</li> </ol>	Parte improductiva entre Queensgate TC y Three Rivers TC.	-2	-8,240
123	Realignar el servicio a través de Queensgate TC.	Establecer conexiones con las Rutas 10 y 170.	No hay cambios	676
170	<ol style="list-style-type: none"> <li>1. Realignar el servicio a través de Queensgate TC.</li> <li>2. Frecuencia adicional en horas de mayor demanda por la mañana y por la tarde.</li> </ol>	Proporcionar un servicio mejorado a Benton City/Prosser y establecer conexiones con las rutas 10 y 123 en Queensgate TC.	1	2,354
123s	Eliminar el servicio	Bajo numero de pasajeros	-1	-258
<b>Cambio total estimado para 2024</b>			<b>2**</b>	<b>9,853**</b>

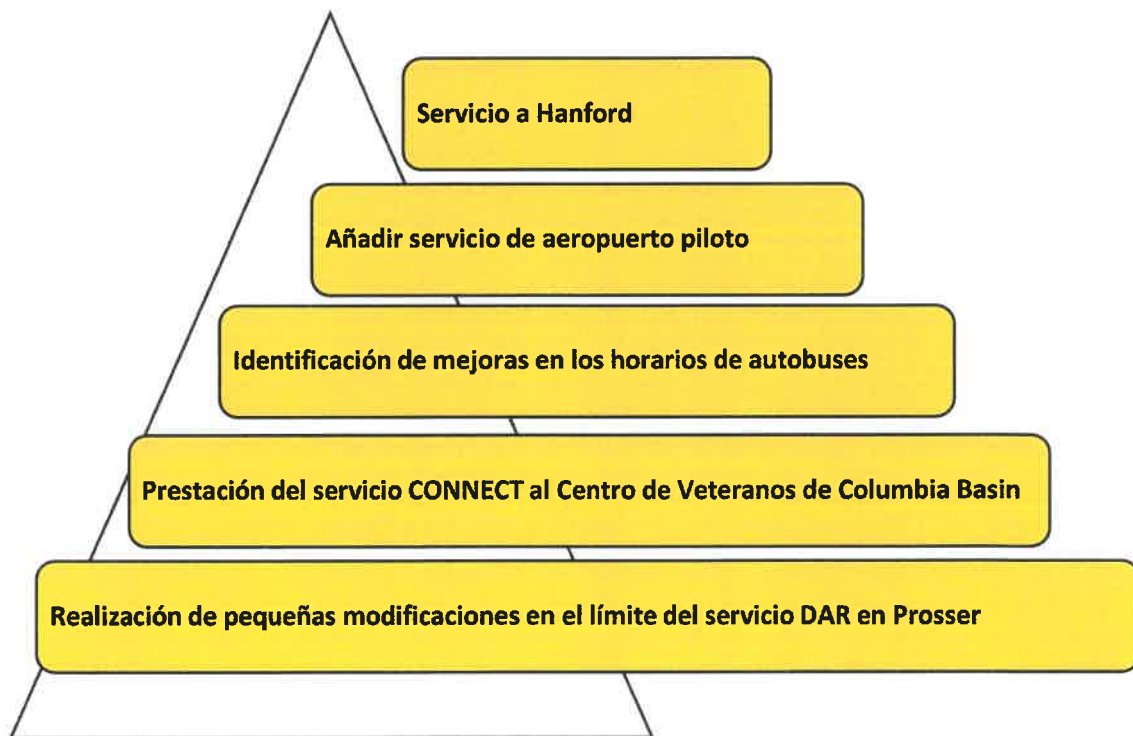
\* El posible servicio de 15 minutos entre semana aumentaría el total de horas ingreso de 3,277 to 7,742.

\*\* El posible servicio de 15 minutos entre semana para la ruta 50 aumentaría el total de vehículos a 3 y horas de ingreso a 13,003.



## OTROS CAMBIOS

BFT se dedica a mejorar las opciones de transporte con iniciativas en curso para seguir mejorando la forma en que se ofrecen los servicios:





## CONNECT

CONNECT ofrece un servicio a la demanda abierto al público que permite realizar viajes en el mismo día a conexiones de rutas fijas dentro de zonas predefinidas. La mayoría de los viajes en CONNECT se programan a través de una aplicación móvil, pero también existe una opción de llamada para aquellos que no tienen un teléfono inteligente o un plan de datos celular.

CONNECT ha crecido hasta convertirse en un elemento básico de los servicios de tránsito de BFT que garantiza que los usuarios puedan acceder a los servicios de ruta fija. En 2023, BFT modificó los puntos de interés para reajustar el funcionamiento del servicio. El servicio ofrece una forma asequible de conectarse a la red de autobuses y viajar dentro del área de servicio de BFT. CONNECT es ideal para los usuarios cuyos puntos de partida o destino están demasiado lejos de una parada de autobús.

### SERVICIO PRELIMINARIO PARA EL AEROPUERTO

En junio de 2024, BFT tiene previsto implementar un servicio preliminar al aeropuerto. El personal reconoce la demanda de servicios por parte de las agencias y la comunidad y trabajará con el aeropuerto Tri-Cities para garantizar que el servicio se ofrezca en las horas de mayor demanda de viajes. Este servicio será proporcionado por CONNECT y ofrecerá viajes entre el aeropuerto y los lugares designados. Las repercusiones fiscales de la implantación de este servicio se evaluarán y presentarán al Consejo de Administración antes de su puesta en marcha. Está previsto que este servicio comience en junio de 2024.

FIGURA 3: AEROPUERTO DE TRI-CITIES EN PASCO, WA



### PUNTO DE INTERÉS ADICIONAL

A petición de Columbia Basin Veterans Center, BFT está planeando añadir un Punto de Interés (POI) antes del 31 de diciembre de 2023 utilizando el servicio CONNECT para asegurar que los veteranos tengan acceso al servicio hasta que la ruta fija pueda servir mejor a la comunidad. Columbia Basin Veterans Center ayuda a los veteranos a recibir los beneficios que han ganado a través de su servicio en el ejército.

## SERVICIO A HANFORD

En el transcurso de 2023, BFT exploró opciones para un Programa de Reducción de Viajes al Trabajo para el sitio del Departamento de Energía de Hanford (DOE) ubicado a 20 millas al noroeste del área de Tri-Cities. Como el mayor empleador de la región, Hanford representa una oportunidad significativa para reducir las emisiones de efecto invernadero de los vehículos de cercanías, pero los requisitos reglamentarios no nos permiten acceder a la instalación nuclear. BFT ha dedicado numerosas horas a explorar diferentes vías para proporcionar un servicio que satisfaga las necesidades de los empleados de Hanford y se mantenga dentro de los límites de los requisitos y restricciones de servicio de la Administración Federal de Tránsito (FTA).

BFT está considerando las siguientes tres opciones:

### Servicio de subcontratación\*

- BFT está recibiendo presupuestos estimados de agencias chárter locales para un servicio externalizado que permite a las agencias chárter transportar a los empleados. BFT pagaría los gastos del servicio. A fecha de 19 de septiembre, el coste estimado del servicio de ida y vuelta es de aproximadamente \$2,000,000 dólares al año. El servicio incluiría tres (3) autobuses chárter que funcionarían cuatro (4) días a la semana.

### Conductores voluntarios de Hanford\*

- BFT está estudiando la opción de proporcionar un autobús, así como el mantenimiento de un voluntario con licencia de conductor comercial (CDL) de Hanford para que lo conduzca por las mañanas y por las tardes. Esto permitiría que el autobús cruzara la puerta de seguridad y permaneciera en el lugar en caso de que fuera necesaria una evacuación de emergencia antes de regresar por la tarde. La FTA ha informado a BFT de que esta opción sería viable siempre y cuando no se utilicen fondos federales para gestionar este servicio, lo que incluiría el mantenimiento, los vehículos, etc. Los conductores también estarían sujetos a pruebas de drogas y alcohol para cumplir con las normas de la FTA.

### • Instalación de giro en la barricada de Wye\*

- BFT está abierta a la posibilidad de construir una instalación de giro en el puesto de control de seguridad de Wye Barricade. El actual punto de seguridad no tiene capacidad para albergar vehículos, ni para dar la vuelta, ni para carriles de autobús de circulación rápida. Si la construcción de una instalación de giro es una opción viable, entonces BFT sería capaz de proporcionar servicio de ruta fija a la barricada. Esto eliminaría la preocupación de retirar a los pasajeros del público en general del autocar, ya que el autobús no cruzaría el puesto de control.

\* Las opciones detalladas anteriormente son todas provisionales y están pendientes de aprobación por el Consejo.

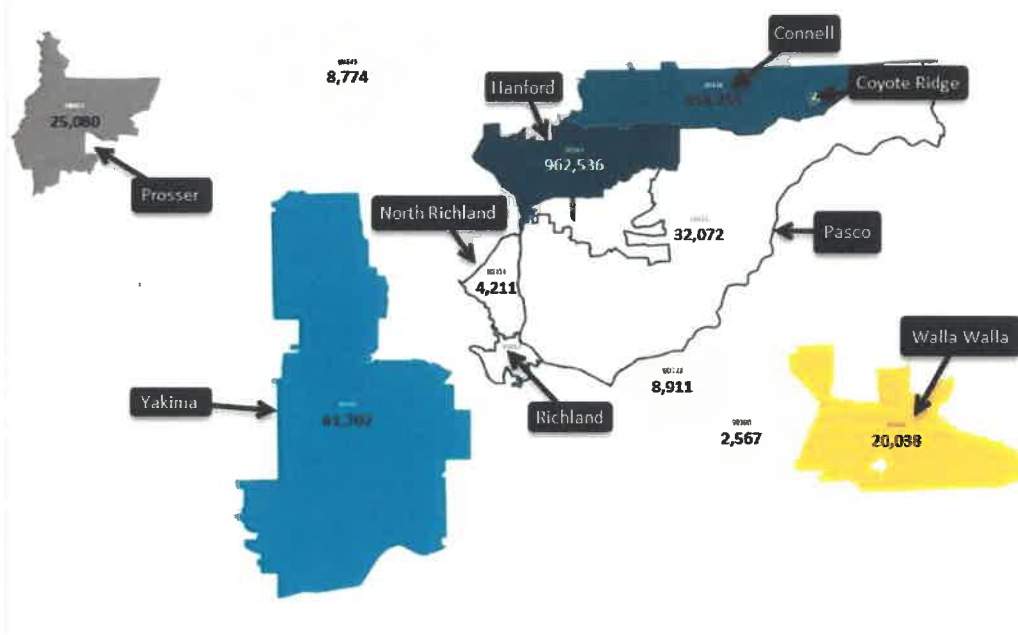
## ADA/DIAL-A-RIDE

El servicio Dial-A-Ride (DAR) de BFT ofrece servicios de transporte punto a punto a petición de los usuarios que cumplan los requisitos. Los usuarios elegibles deben reservar los viajes con al menos 24 horas de antelación. En 2024, BFT no realizará modificaciones en el área de servicio. El estudio de tarifas y las recomendaciones que siguen pueden afectar a las tarifas de Dial-A-Ride.

## VANPOOL

Vanpool es un programa de viajes compartidos que permite a grupos de 4 a 15 personas compartir un viaje de ida y vuelta al trabajo en un vehículo de 6, 12 o 15 pasajeros. Cada grupo cuenta con un conductor formado, un conductor de apoyo, un contable y un informador para garantizar la seguridad de todos los pasajeros y que todos los informes presentados cumplan las directrices federales. Los coordinadores de viajes compartidos de BFT prestan servicios de búsqueda de transporte y trabajan con las personas para ofrecerles la mejor opción posible para ir y volver del trabajo. La búsqueda de viajes compartidos también está disponible en [BFT.org](https://www.bft.org). Vanpooling es una opción perfecta para cualquier persona que quiera reducir la presión financiera de los precios del combustible cada vez mayor y permite a las personas a sentarse y relajarse mientras se desplaza al trabajo dentro del área de servicio de BFT. El programa Vanpool actualmente sirve a clientes en los siguientes lugares: Pendleton, Walla Walla, Connell, Yakima, Patterson y Hanford. BFT propietario, mantiene, administra, licencia y asegura todos los vehículos de Vanpool.

FIGURA 4: ZONAS UTILIZADAS POR EL TRANSPORTE COMPARTIDO



El uso de Vanpool de BFT disminuyó considerablemente durante la pandemia de COVID 2020-2022. El objetivo principal de BFT es seguir comprando vehículos y comercializar el valor y los beneficios que puede proporcionar el uso compartido de furgonetas. Para satisfacer la creciente demanda de Vanpool, se compraron 25

vehículos adicionales en 2023. BFT añadirá 80 vehículos de sustitución adicionales y 10 vehículos de expansión adicionales en 2024. En 2024, las tarifas mensuales de Vanpool de BFT se revisarán de acuerdo con la política de tarifas de BFT y se establecerán para recuperar parte de los costes operativos directos del programa. Las tarifas se basarán en la participación individual, así como en la distancia de viaje de ida y vuelta. No se incluyen los costes administrativos asignados por departamentos ajenos a Vanpool.



## PERSPECTIVAS DE FUTURO - PRÓXIMAS INSTALACIONES PARA PASAJEROS (2024-2025)

A medida que BFT trabaja en colaboración para planificar los servicios futuros, existe un compromiso continuo para mejorar el transporte local. En los próximos años, el equipo de planificación trabajará en estrecha colaboración con las ciudades y municipios para garantizar que se satisfacen las necesidades de cada comunidad. En los próximos dos años, el personal diseñará planes para instalaciones de tránsito en lugares estratégicos de los condados de Benton y Franklin. Estas ampliaciones servirán para facilitar unos desplazamientos más cómodos y fluidos. Este esfuerzo mejorará las conexiones para los nuevos barrios y escuelas haciendo el transporte más accesible y eficiente para todos los residentes.



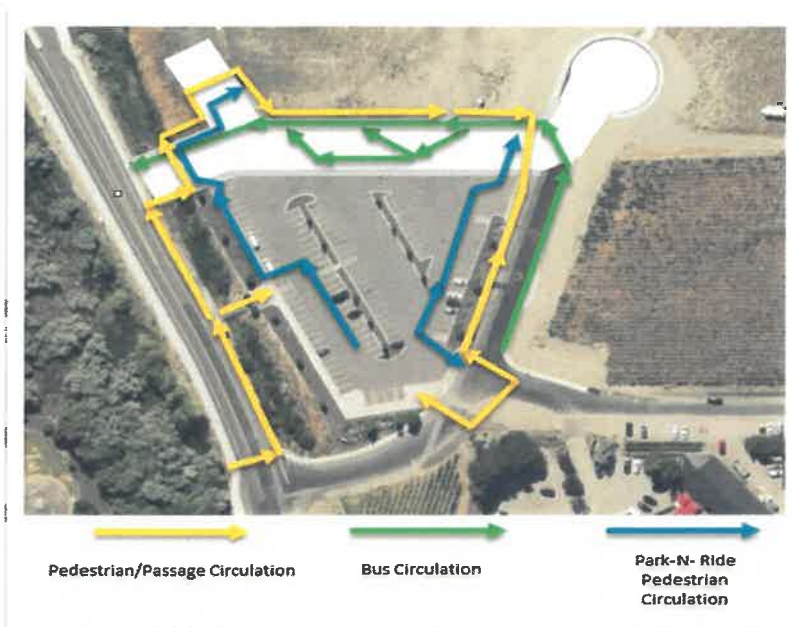
FIGURA 5: SERVICIOS DE TRÁNSITO EN TRI-CITIES

## QUEENSGATE TRANSIT CENTER

El Queensgate Transit Center, situado en Windmill Rd. en Richland, junto a la interestatal 182, servirá para mejorar la conectividad entre Kennewick, West Richland, el centro de Richland y Prosser / Benton City. Esta instalación también permitirá un futuro servicio de alta frecuencia entre la zona de Queensgate en Richland y Kennewick.

Se espera que las instalaciones de Queensgate estén operativas en el verano de 2024. Se realizarán cambios en el servicio para incorporar la nueva instalación de tránsito al sistema de rutas fijas.

FIGURA 6: CIRCULACIÓN DE QUEENSGATE



## DOWNTOWN PASCO TRANSIT CENTER

BFT ha adquirido una propiedad para la construcción de Downtown Pasco Transit Center en el centro de Pasco. Esta instalación proporcionará una conexión de transporte de fácil acceso a poca distancia del centro de Pasco.

También ofrecerá un servicio ampliado a la escuela secundaria más reciente del Distrito Escolar de Pasco y a las zonas en desarrollo. La academia profesional y universitaria situada en el este de Pasco se inaugurará en otoño de 2025.



FIGURA 7: UBICACIÓN DEL DOWNTOWN PASCO TRANSIT CENTER

BFT planea crear un espacio para la comodidad de los operadores de autobuses y un pequeño espacio para Servicio al Cliente y ADA. Los trabajos de diseño continuarán en 2024 y se espera que la construcción comience a finales de 2024 o principios de 2025.

## WEST PASCO TRANSIT CENTER

BFT está en el proceso de encontrar una propiedad para West Pasco Transit Center en el área de Broadmoor en el oeste de Pasco. Esta instalación servirá como punto de transferencia entre las rutas locales de Pasco y las futuras rutas METRO y expresas. Esta ubicación también incluirá un área de estacionamiento que servirá como un parque y paseo y estacionamiento compartido para las instalaciones vecinas. Aún no se ha determinado la ubicación exacta de esta instalación. La intención es que las instalaciones de West Pasco coincidan con otras previstas por la ciudad de Pasco, como un centro acuático, una biblioteca y otros complejos comerciales. Se espera que esta instalación esté operativa a mediados de 2025 o mediados de 2026, dependiendo del desarrollo circundante, incluida la nueva escuela secundaria y las escuelas intermedias de la comunidad. La adquisición de la propiedad está prevista para finales de 2023 o principios de 2024.



**Facilitar el tránsito  
para satisfacer las  
necesidades de la  
comunidad.**



FIGURA 8: DESARROLLO Y ESCUELAS EN WEST PASCO

## FUTURAS INSTALACIONES

A pesar de su entorno rural, los condados de Benton y Franklin han experimentado un notable crecimiento y, con él, la necesidad de mejorar las infraestructuras de transporte. En respuesta a la dinámica cambiante, BFT está abrazando el emocionante viaje para construir nuevos centros de tránsito en las zonas que están viendo un mayor desarrollo. En los próximos años, el personal buscará formas de alinear los futuros servicios de ruta fija para conectar Benton City, West Richland y Richland. El equipo de planificación está en las primeras etapas de desarrollo de conceptos para los puntos de transferencia en Kennewick cerca de la zona de Southridge, Benton City, y West Pasco para mejorar las rutas y horarios para servir a Benton City y Prosser.

Estos centros desempeñarán un papel fundamental en la conexión de la comunidad en expansión, fomentando la accesibilidad y garantizando que el encanto rural de la comunidad siga unido a modernas soluciones de transporte.



FIGURA 9: MONUMENTO  
CONMEMORATIVO DEL 911 EN EL  
COMPLEJO DEPORTIVO SOUTHRIDGE DE  
KENNEWICK, WA

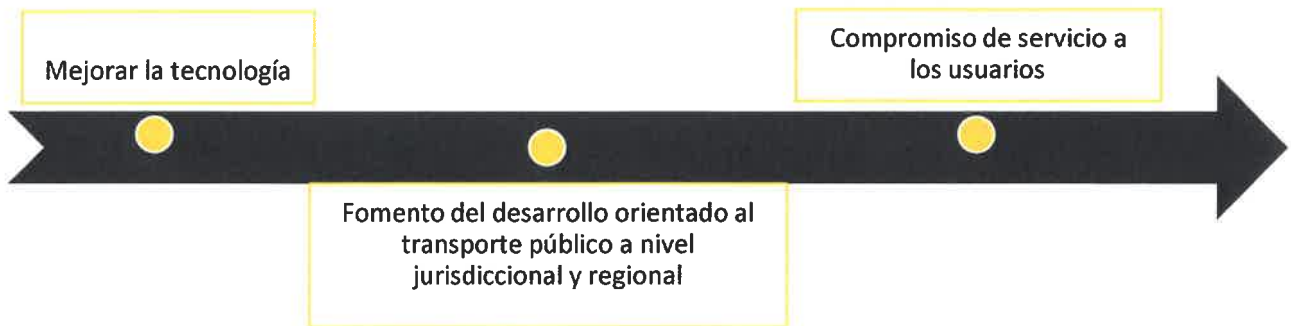




## DESARROLLO Y USO DEL SUELO

El objetivo de BFT es orientar las futuras ampliaciones del servicio en función de la evolución de las necesidades y los patrones de desplazamiento del área de servicio. Mientras colabora con los funcionarios de planificación local y los promotores privados para garantizar que el crecimiento y el desarrollo futuros sean accesibles con Dial-A-Ride, ruta fija o servicio a la demanda, las Tri-Cities y las comunidades circundantes dentro del PTBA han crecido y se han expandido de una manera que no es propicia para operar un servicio de tránsito accesible y eficiente.

BFT reconoce los retos que plantea la planificación de los servicios de tránsito y busca continuamente formas de superarlos:



Como parte del proceso ASP, el personal de Planificación ha identificado áreas en el PTBA que están creciendo rápidamente y pueden requerir un servicio adicional. Este servicio adicional se cubrirá inicialmente con el servicio a demanda CONNECT hasta que se desarrolle una demanda suficiente para el servicio de ruta fija.



## TÍTULO VI ANÁLISIS DE LA EQUIDAD DE LOS SERVICIOS

Como receptor directo de fondos federales a través de la Administración Federal de Tránsito (FTA), Ben Franklin Transit (BFT) está obligado a operar sus programas y servicios sin distinción de raza, color y origen nacional, de conformidad con el Título VI de la Ley de Derechos Civiles de 1964 y otras leyes aplicables. Para garantizar el cumplimiento de la política federal, BFT está obligado a realizar un análisis del Título VI siempre que se realicen cambios en la red de rutas fijas que se clasificarían como un cambio importante en el servicio. BFT define un cambio de servicio importante como cualquier cambio en el servicio en cualquier ruta individual que añadiría o eliminaría más del 20% de las millas de ingresos de ruta o las horas de ingresos de ruta.

Se ha determinado que los cambios de servicio esbozados en el ASP 2024 se consideran un cambio de servicio importante según la Política de Cambios de Servicio Importantes de BFT, por lo que se requirió un Análisis de Equidad de Servicio del Título VI. El personal de BFT llevó a cabo un Análisis de Equidad de Servicios del Título VI y se concluyó que ninguno de los cambios recomendados tendrá un impacto dispar sobre las poblaciones minoritarias. En el análisis se identificó una posible carga desproporcionada para las poblaciones de bajos ingresos sobre la base de la Política de Impacto Dispar y la Política de Carga Desproporcionada de BFT. Dicho esto, no se esperan impactos adversos debido al escaso o bajo número de usuarios en la zona afectada. Los cambios recomendados supondrán un aumento neto del servicio para las personas afectadas. Para más información, consulte el apéndice del análisis de equidad del servicio del Título VI del ASP de 2024.

## INGRESOS

Se anticipa que el ASP 2024 aumentará las horas de ingresos anuales en aproximadamente 9,853. Esto equivale a un coste adicional anual presupuestado de aproximadamente \$1.4 millones de dólares de coste anual presupuestado por hora de ingresos, dado que el coste medio actual por hora de ingresos es de \$150.61. Todas las recomendaciones de servicio se implementarán en junio, por lo que se espera que las horas de ingresos prorrateadas aumenten en aproximadamente 5,293 en 2024, con un aumento presupuestario de aproximadamente \$797,146.



Este aumento supone la incorporación de dos (2) vehículos los días laborables, dos (2) vehículos los sábados y uno (1) los domingos. Todos los aumentos de recursos necesarios para el funcionamiento de las recomendaciones del ASP 2024 se incluirán en el Presupuesto de Explotación propuesto para 2024. El personal de planificación de BFT recomienda aumentar las horas de ingresos de vehículos presupuestadas de 223,000 (2023) a 231,000 (2024). Esto supone un aumento del 3.6% en las horas de ingresos. Si la demanda entre semana aumenta en la Ruta 50, podría estar justificado un servicio de 15 minutos, lo que supondría un aumento anual de 3,200 horas de ingresos, 1 autobús y 2 empleados. Este aumento, junto con cualquier aumento en las horas de ingresos para el servicio potencial de Hanford, se abordarán como puntos separados de la junta.\*

### Reducción de las horas anuales de ingresos de vehículos

- ☑ Ruta 110: 8,240 ↓ Horas de ingreso
- ☑ Ruta 123s: 258 ↓ Horas de ingreso

### Increase In Annual Vehicle Revenue Hours

- ☑ Ruta 10: 6,267 ↑ Horas de ingreso
- ☑ Ruta 50: 4,592 ↑ Horas de ingreso (7,742 ↑ con servicio entre semana de 15 minutos)
- ☑ Ruta 123: 676 ↑ Horas de ingreso
- ☑ Ruta 170: 2,354 ↑ Horas de ingreso

**TABLA 10: INCIDENCIA PRESUPUESTARIA ANUAL**

	Horas de ingreso	Coste actual/Ingresos por hora
2023 ASP	221,127.23	\$ 150.61
2024 ASP	230,980.13	\$ 150.61
<b>Δ</b>	<b>9,852.90</b>	

**TABLA 11: IMPACTO PRESUPUESTARIO PRORRATEADO**

	Efectivo	Horas de ingresos	Coste actual/Ingresos por hora
2023 ASP	Enero 2024-Junio 2024	101,947.30	\$ 150.61
2024 ASP	Junio 2024- Diciembre 2024	126,015.23	\$ 150.61
<b>Total</b>		<b>227,962.53</b>	

\*El primer borrador afirmaba: "Se han incluido horas de ingresos adicionales para abordar el posible servicio de Hanford y un posible aumento de las frecuencias en la ruta 50 Shopper Shuttle prevista."

## TRABAJADORES

Se calcula que la aplicación del ASP 2024 requerirá siete (7) operadores adicionales para el servicio de rutas fijas en 2024. Sin embargo, bastaría con alcanzar el número de 168 actualmente aprobado. El personal de Operaciones y Formación seguirá contratando personal para hacer frente a la actual escasez de mano de obra y trabajar para alcanzar el número aprobado de operadores de rutas fijas.

## INICIATIVAS DE DIVULGACIÓN

El ASP 2024 estuvo abierto a los comentarios del público del 6 de octubre al 9 de noviembre de 2023. El personal ofreció cuatro oportunidades para que la comunidad aportara sus comentarios. Las sesiones fueron presenciales y en línea.\*

- ❖ Puertas Abiertas
  - **October 12 at 12 p.m.** Kennewick Union Mid-Columbia Library  
Localización: 1620 S Union St., Kennewick, WA 99338
  - **October 18 at 6 p.m.** Downtown Pasco Mid-Columbia Library  
Localización: 1320 W. Hopkins St., Pasco, WA 99301
  - **October 23 at 2:30 p.m.** Sesión virtual sólo en Zoom\*

**Enlace para Zoom:**

<https://us06web.zoom.us/j/82659629188?pwd=cUU2a0NXY2MwZVo3emxOOXJBQk9tUT09>

**Reunión: 826 5962 9188      Código de acceso: 277568**

Por teléfono: 1.253.205.0468    o    (llamada gratuita) 877.853.5247

- ❖ Audiencia pública
  - **November 9 at 6 p.m.** durante la reunión del Consejo de Administración  
Localización: Edificio de la Administración del Condado de Benton situado en 7122 W. Okanogan Place  
Edificio E, Cuarto 303, Kennewick, Washington.

**Enlace para Zoom:** <https://zoom.us/j/98962178731?pwd=OGg1amhEQXA0RG5QRTdqNnFpRGN5dz09>

**Reunión: 989 6217 8731      Código de acceso: 833979**

Por teléfono: 1.253.215.8782    o    (llamada gratuita) 888.788.0099

Se facilitaron servicios de traducción en español. Las iniciativas de divulgación se actualizarán tras el periodo de comentarios públicos. En un esfuerzo por ampliar y modernizar el alcance a la comunidad, BFT ofreció un sistema de cartografía interactiva como herramienta visual para recabar la opinión de los clientes sobre los cambios de ruta propuestos. El [mapa interactivo](#) estuvo disponible durante el periodo de comentarios públicos. Para familiarizar a los usuarios con la nueva herramienta, se ofrecieron instrucciones en vídeo en inglés y en español.



FIGURA 10: CÓDIGO QR PARA EL MAPA INTERACTIVO REMIX



## COMENTARIOS DEL PÚBLICO

Los esfuerzos de divulgación llevados a cabo por el equipo de Planificación y Marketing fueron bien recibidos por la comunidad. Cada sesión interna y externa recibió varios comentarios y el personal de BFT respondió a todas las preguntas/preocupaciones. Todos los comentarios y preguntas pueden consultarse en el Análisis de Equidad del Servicio 2024. A continuación, se presentan los puntos más importantes de las discusiones que se produjeron durante cada sesión.

- ❖ Jornada de puertas abiertas
  - 12 de octubre: Nueve miembros de la comunidad asistieron a la segunda jornada de puertas abiertas. Uno de los miembros que asistió fue un Planificador de la Ciudad de Pasco. Durante esta sesión, los miembros de la comunidad solicitaron mapas actualizados del ASP para reflejar una imagen clara de lo que se modificó en cada ruta. También se solicitó revisar el título de una de las secciones del ASP.
  - 18 de octubre: Nueve miembros de la comunidad asistieron a la segunda jornada de puertas abiertas. Uno de los miembros que asistió fue un planificador de la ciudad de Pasco. Entre las preguntas y comentarios recibidos estuvo la solicitud de incluir la aplicación Transit como una forma de comprar pases para hacerlos fácilmente accesibles a la comunidad.
  - 23 de octubre: Seis miembros de la comunidad asistieron a la sesión virtual. Uno de los miembros solicitó una mayor promoción de marketing de los Tripper 123 como un último esfuerzo para ver si el número de pasajeros podría mejorar.
- ❖ Comentarios sobre el mapa interactivo
  - Hasta la fecha, los comentarios recibidos a través del mapa interactivo solicitaron servicio acelerado, servicio a áreas que actualmente no son atendidas por rutas fijas y servicio adicional mejorado los fines de semana. El personal evaluará estas peticiones en el ASP de 2025, cuando se disponga de la infraestructura y el personal necesarios.
- ❖ Comentarios enviados por correo electrónico
  - Se recibieron seis comentarios por correo electrónico. Tres de los comentarios eran de funcionarios locales agradeciendo las mejoras a Prosser a partir de junio de 2024. Los otros tres comentarios se referían al servicio a Hanford, la ruta 110 y los baños públicos.

## COMENTARIOS DEL PÚBLICO (CONTINUACIÓN)

### ❖ Comentarios de la audiencia pública

- Solicitar que CONNECT mejore el servicio en las dos direcciones. El servicio desde y hacia King City tarda un promedio de 40 minutos en cada dirección, haciendo que los clientes pierdan el itinerario programado. La asistencia telefónica del servicio de atención al cliente de Vía no existe.
- Preocupaciones sobre la eliminación de la Ruta 110. El cliente estaba solicitando información adicional con respecto al % de pasajeros, acceso a las instalaciones, e hizo recomendaciones de enrutamiento.
- Tres personas hablaron en la audiencia pública acerca de la importancia de preservar el Tripper 123s.
  - La primera persona habló sobre la importancia de mantener el servicio para asegurar que su hijo y otros pudieran tener una manera de llegar a la escuela.
  - La segunda persona mencionó la importancia de revitalizar el marketing al tiempo que se colabora con las escuelas de la zona para garantizar que BFT capte a la comunidad y a los jóvenes que más se beneficiarían del Tripper.
  - La tercera persona leyó una carta en la que solicitaba que se mantuviera el servicio de transporte y que se mejorara el marketing para aumentar el número de usuarios. El cliente también solicitó que BFT incluyera a Christ the King, Carmichael y Richland High School en la campaña de marketing.
  - **ACCIÓN:** En respuesta a la petición de la comunidad en el periodo de comentarios públicos, la Junta decidió mantener el servicio e intentar aumentar el número de pasajeros. El Consejo de Administración puede decidir volver a examinar el asunto y determinar si es preferible que el servicio se prolongue más allá de junio de 2024.



# **Financial Report Through February 2024**

**Financial Performance Overview - 2024 YTD Cumulative Totals**

Revenue & Expenses	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Revenue</b>												
YTD Budget	\$ 4,715,829	\$ 9,486,042	\$ 14,916,279	\$ 20,288,836	\$ 25,710,009	\$ 31,455,838	\$ 36,804,499	\$ 42,069,112	\$ 47,574,334	\$ 52,767,258	\$ 58,094,495	\$ 63,643,388
YTD Actual	3,506,130	9,609,789	-	-	-	-	-	-	-	-	-	-
Variance - B/(W)	(1,209,699)	123,747	(14,916,279)	(20,288,836)	(25,710,009)	(31,455,838)	(36,804,499)	(42,069,112)	(47,574,334)	(52,767,258)	(58,094,495)	(63,643,388)
Percentage	74%	101%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
<b>Expenses - Operating</b>												
YTD Budget	\$ 4,151,749	\$ 8,303,498	\$ 12,455,247	\$ 16,606,996	\$ 20,758,745	\$ 24,910,494	\$ 29,062,242	\$ 33,213,991	\$ 37,366,740	\$ 41,517,489	\$ 45,669,238	\$ 49,820,987
YTD Actual	3,491,714	7,546,753	-	-	-	-	-	-	-	-	-	-
Variance - B/(W)	660,035	756,745	12,455,247	16,606,996	20,758,745	24,910,494	29,062,242	33,213,991	37,366,740	41,517,489	45,669,238	49,820,987
Percentage	84%	91%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
<b>Expenses - Admin</b>												
YTD Budget	\$ 1,151,867	\$ 2,303,734	\$ 3,455,601	\$ 4,607,467	\$ 5,759,334	\$ 6,911,201	\$ 8,063,068	\$ 9,214,935	\$ 10,366,802	\$ 11,518,668	\$ 12,670,535	\$ 13,822,402
YTD Actual	822,495	1,741,761	-	-	-	-	-	-	-	-	-	-
Variance - B/(W)	329,372	561,973	3,455,601	4,607,467	5,759,334	6,911,201	8,063,068	9,214,935	10,366,802	11,518,668	12,670,535	13,822,402
Percentage	71%	76%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**Cost Per Mile**

<b>Fixed Route</b>												
YTD Budget	\$ 10.41	\$ 10.41	\$ 10.41	\$ 10.41	\$ 10.41	\$ 10.41	\$ 10.41	\$ 10.41	\$ 10.41	\$ 10.41	\$ 10.41	\$ 10.41
YTD Actual	9.33	9.84	-	-	-	-	-	-	-	-	-	-
Variance - B/(W)	1.08	0.57	-	-	-	-	-	-	-	-	-	-
Percentage	90%	94%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
<b>DAR/ADA</b>												
YTD Budget	\$ 10.53	\$ 10.53	\$ 10.53	\$ 10.53	\$ 10.53	\$ 10.53	\$ 10.53	\$ 10.53	\$ 10.53	\$ 10.53	\$ 10.53	\$ 10.53
YTD Actual	8.38	9.79	-	-	-	-	-	-	-	-	-	-
Variance - B/(W)	2.15	0.74	-	-	-	-	-	-	-	-	-	-
Percentage	80%	93%	-	-	-	-	-	-	-	-	-	-
<b>Vanpool</b>												
YTD Budget	\$ 1.29	\$ 1.29	\$ 1.29	\$ 1.29	\$ 1.29	\$ 1.29	\$ 1.29	\$ 1.29	\$ 1.29	\$ 1.29	\$ 1.29	\$ 1.29
YTD Actual	0.90	1.00	-	-	-	-	-	-	-	-	-	-
Variance - B/(W)	0.40	0.29	-	-	-	-	-	-	-	-	-	-
Percentage	69%	77%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

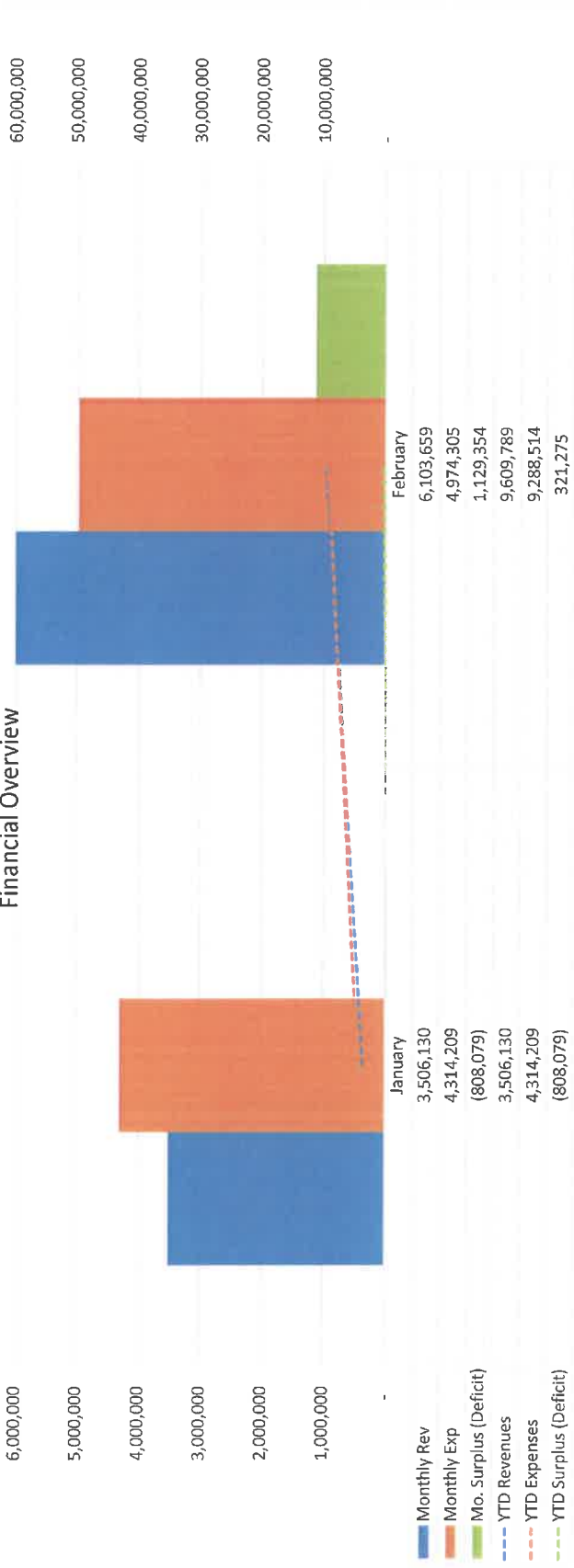
**Legend for Percent of Budget:**

Better than budget by more than 10%
+/- 10% of budget
Worse than budget by 11% - 15%
Worse than budget by more than 15%





## Financial Overview



### High Level Summary of Pages that Follow:

#### Revenue

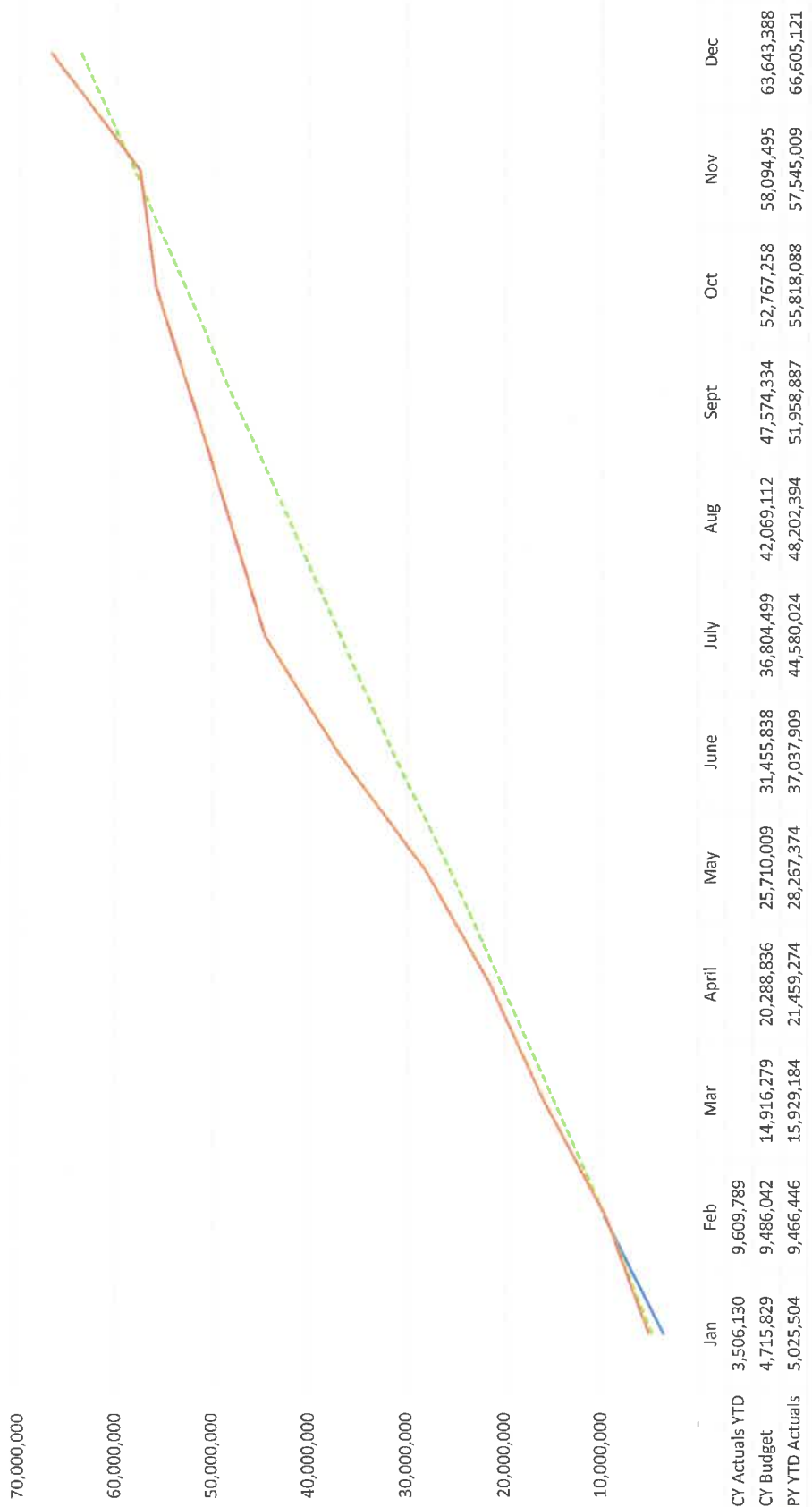
- February revenues are as forecasted with a 1.3% above budget variance.
- Grant revenues have been pulled down with the remaining CARES Grant revenue.
- Misc. Revenue is 79% above budget due to sale of vehicles that have been sent to auction \$40k + LGIP Interest at \$239k.

#### Expenses

- February expenses are tracking underbudget primary due to ongoing operational efficiencies and expense management, including headcount.
- Fixed route is the only department coming in slightly over budget due to maintenance.
- Overall expenses are 12.4% below budget.



### Total Operating Revenues



#### Significant Items to Note for Total Operating Revenue

##### Current Month

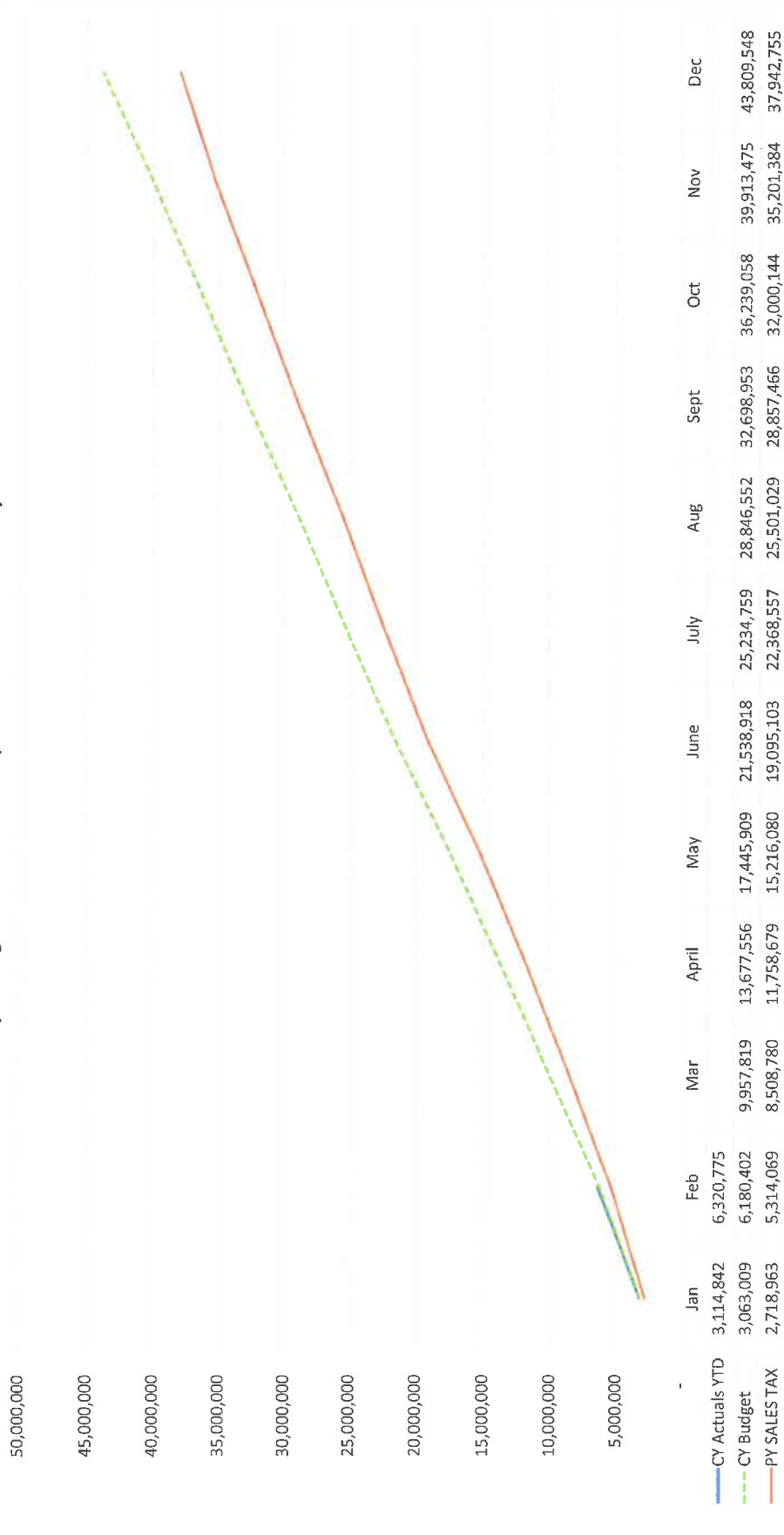
- Operating revenue is above previous year's revenues by 1.5%.

##### YTD

- Operating revenue is slightly above budget by 1.3%.



### Operating Sales Tax Revenue (GAAP Basis for Financials)



#### Significant Items to Note for Operating Sales Tax Revenue

- Represents operating sales tax revenues as recorded in financial statements, (GAAP), which will differ from Sales Tax Report due to two month reporting lag from the State.

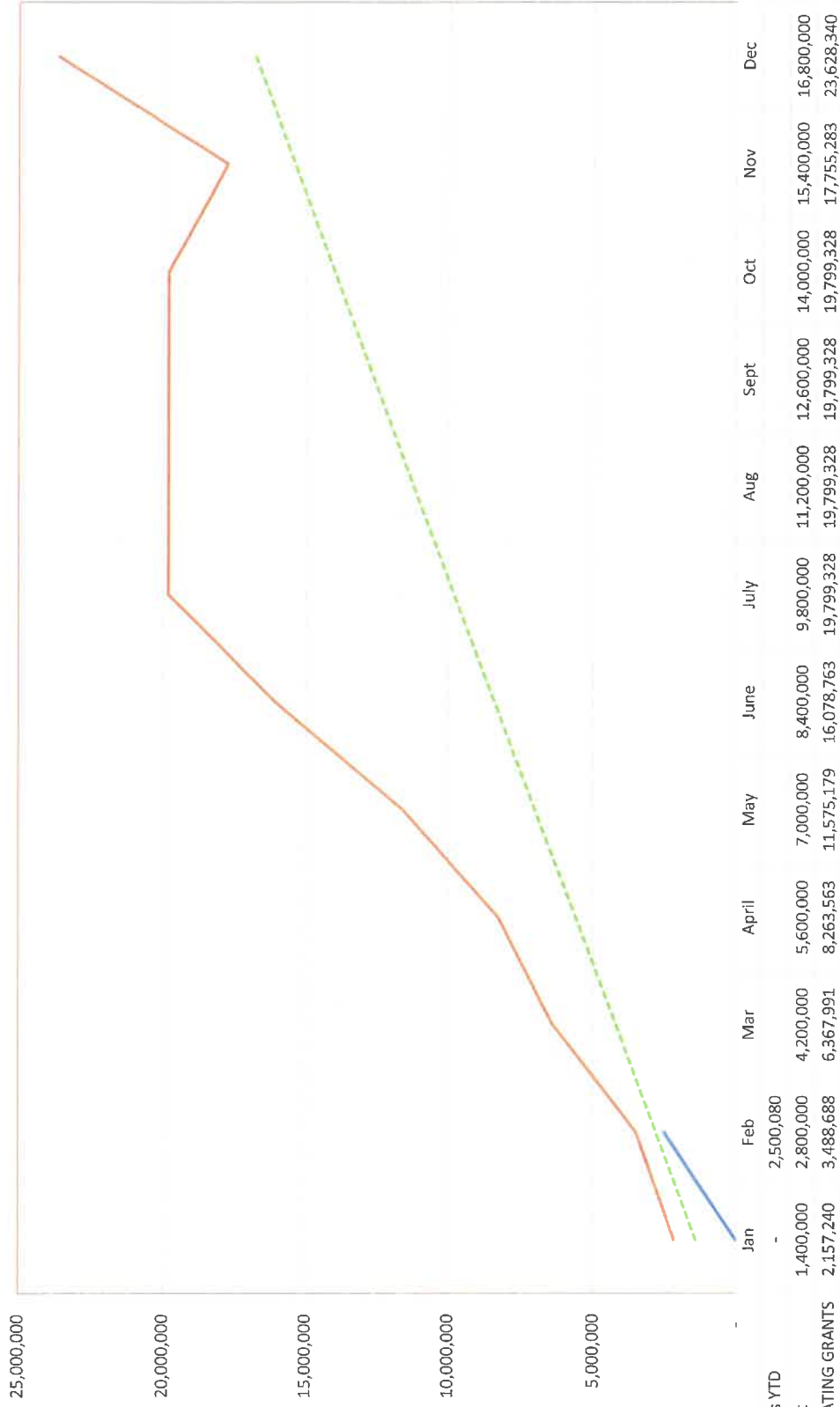
#### YTD

- In 2024 82% of sales tax revenue will go to Operations, while 18% will be allocated for the capital budget.

- In 2023 74% of sales tax revenue will go to Operations , while 26% will be allocated for the capital budget.



## Operating Grants



### Significant Items to Note for Operating Grants

#### Current Month

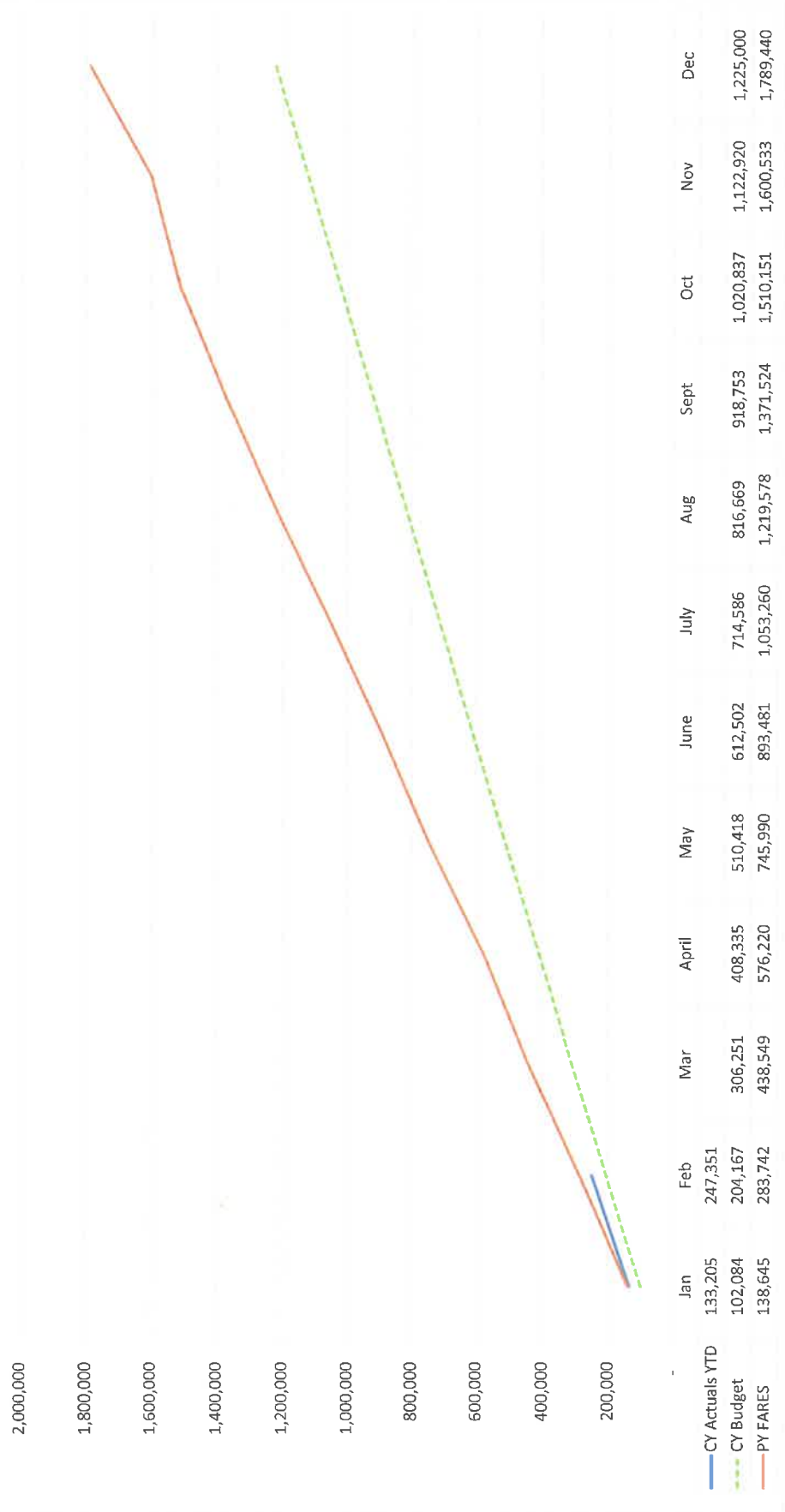
- CARES Grant funds for Q4 2023 were pulled in February 2024. Approximately \$2.8m remaining balance we could receive in 2024.

#### YTD

- February was the first month for drawdowns - YTD is same as monthly, making the YTD amount just shy of the expected YTD Budget of \$2.8m.



### Fares



Significant Items to Note for Fares

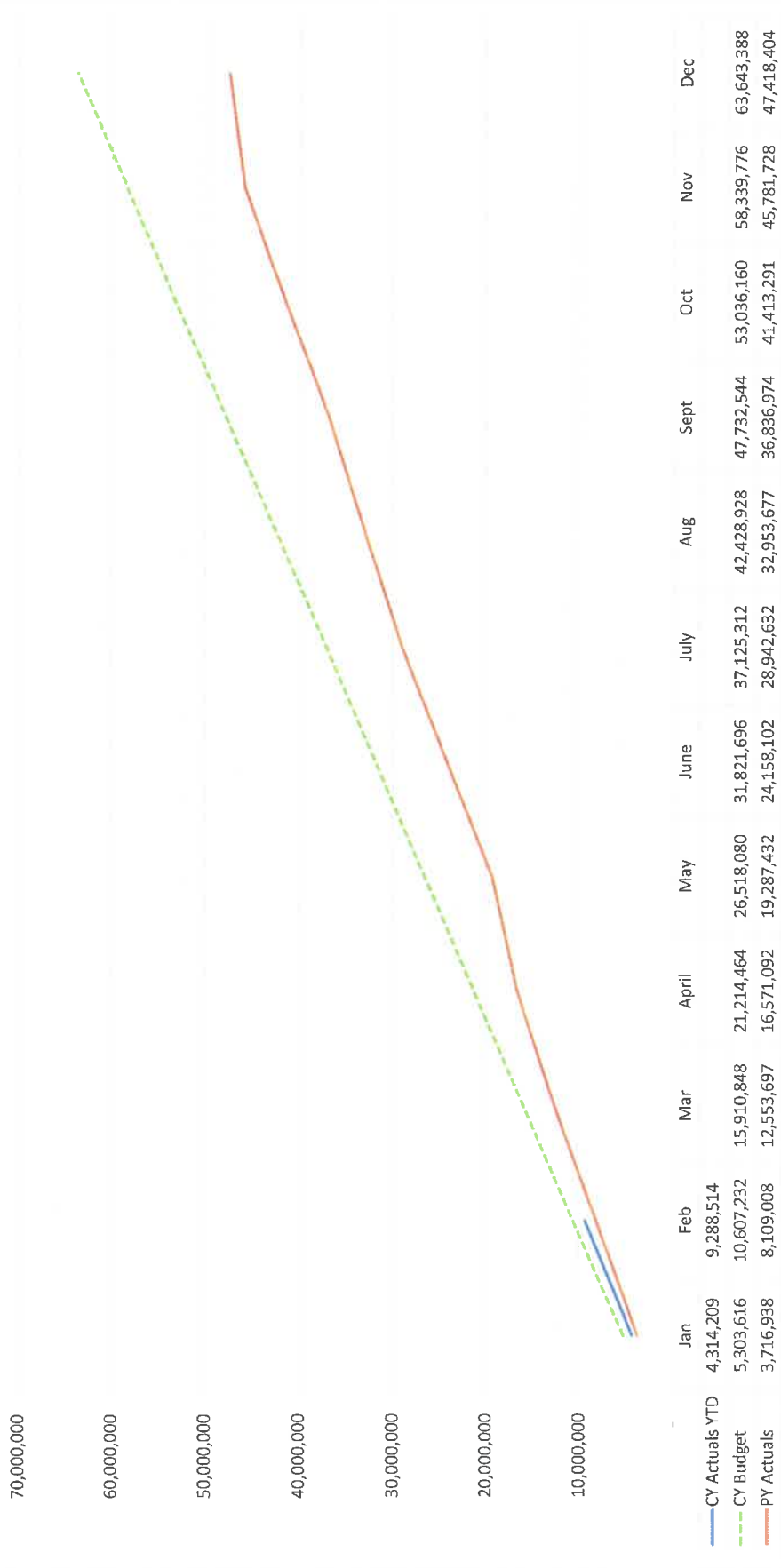
#### Current Month

- Fare revenue is slightly above budget.

YTD



# Expenses



Significant Items to Note for Expenses

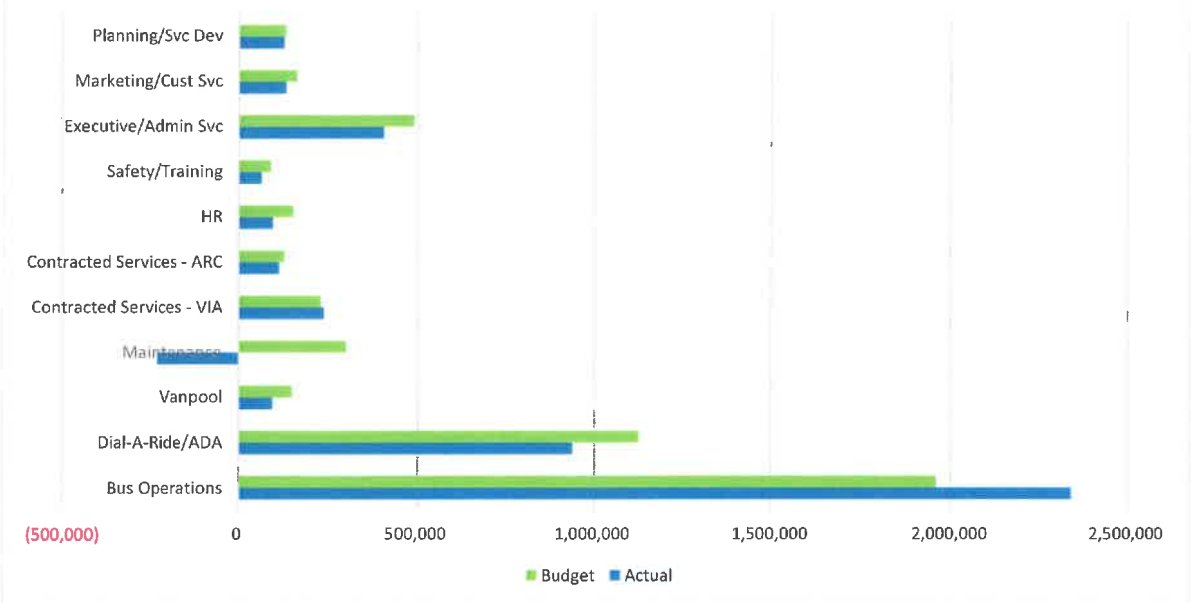
Current Month

YTD

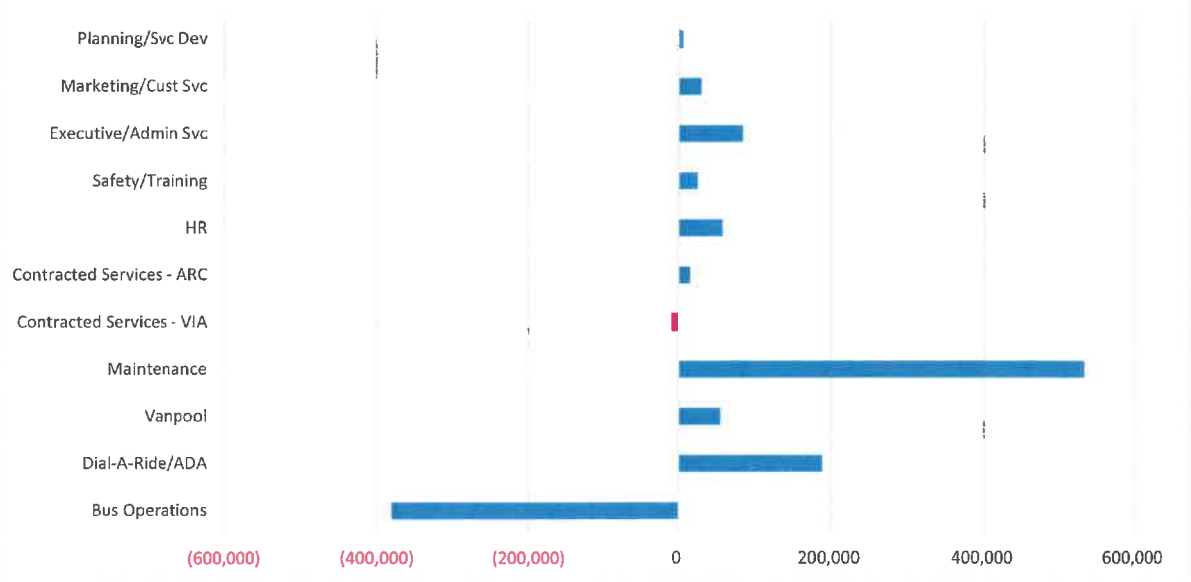




### February 2024 YTD Expenses - Budget to Actual



### February 2024 YTD Expenses - Better/(Worse) than Budget

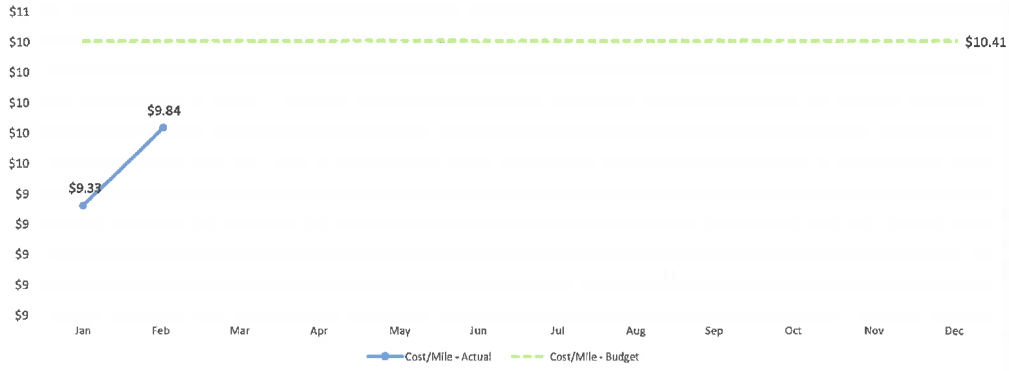


**Significant Items to Note:**

- Bus operations are over budget due to maintenance needs and timing

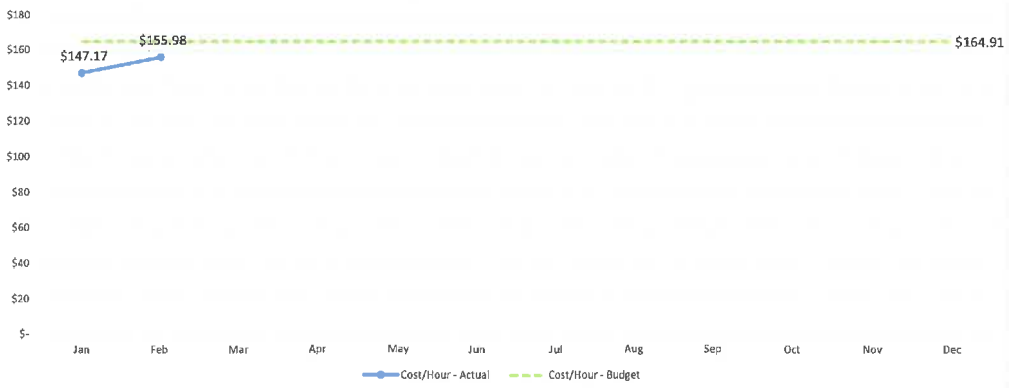


Fixed Route - Cost Per Mile



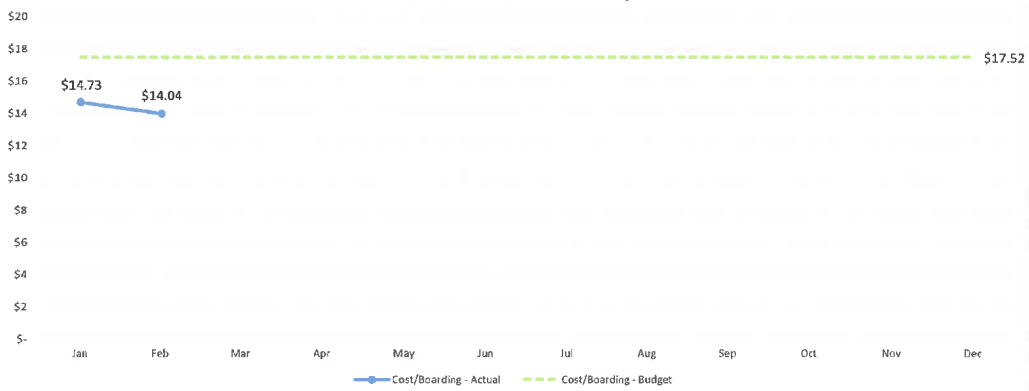
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cumulative Cost	\$ 2,750,124	\$ 5,722,225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cumulative Miles	294,826	581,608	-	-	-	-	-	-	-	-	-	-
Percent of Budget	90%	94%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Fixed Route - Cost Per Hour



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cumulative Cost	\$ 2,750,124	\$ 5,722,225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cumulative Hours	18,687	36,686	-	-	-	-	-	-	-	-	-	-
Percent of Budget	89%	95%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Fixed Route - Cost Per Boarding



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cumulative Cost	\$ 2,750,124	\$ 5,722,225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cumulative Boarding	186,700	407,672	-	-	-	-	-	-	-	-	-	-
Percent of Budget	84%	80%	-	-	-	-	-	-	-	-	-	-

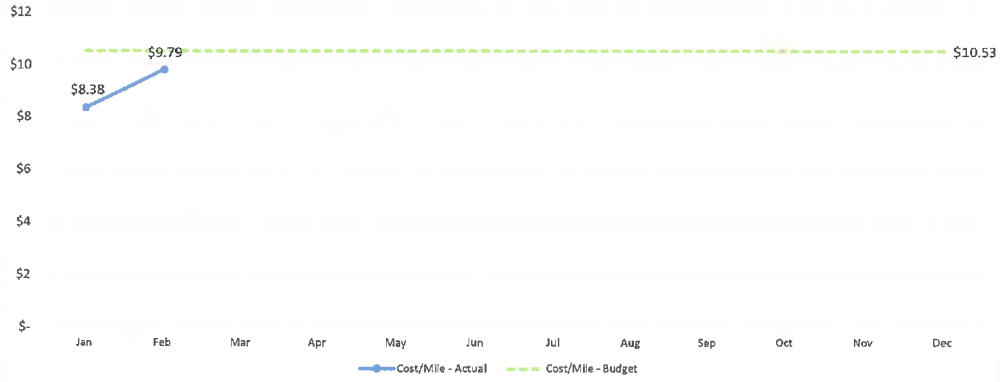
**Legend for Percent of Budget:**

Better than budget by more than 10%
+/- 10% of budget
Worse than budget by 11% - 15%
Worse than budget by more than 15%



**Cost Per Mile**

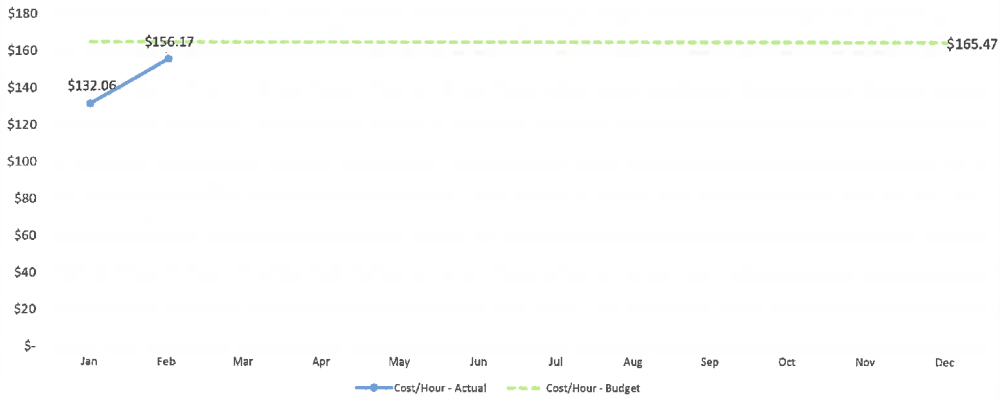
**Dial-A-Ride/ADA - Cost Per Mile**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cumulative Cost	\$ 1,153,177	\$ 2,743,991	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cumulative Miles	137,577	280,378	-	-	-	-	-	-	-	-	-	-
Percent of Budget	80%	93%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**Cost Per Hour**

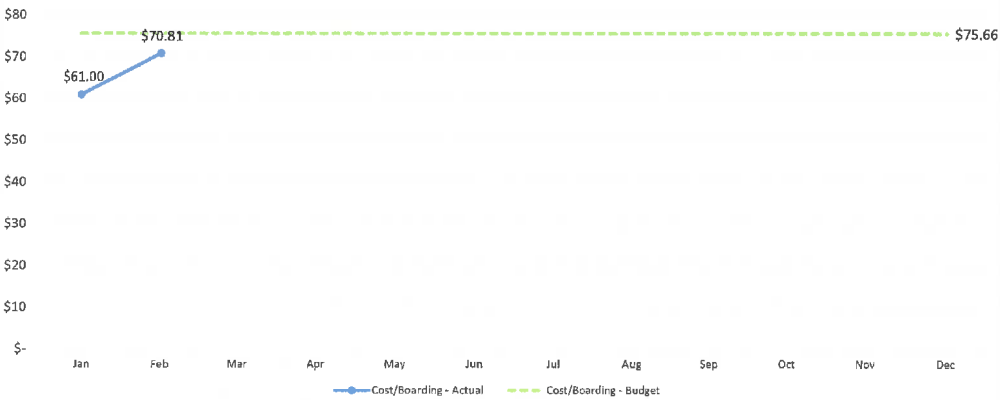
**Dial-A-Ride/ADA - Cost Per Hour**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cumulative Cost	\$ 1,153,177	\$ 2,743,991	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cumulative Hours	8,732	17,571	-	-	-	-	-	-	-	-	-	-
Percent of Budget	80%	94%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**Cost Per Boarding**

**Dial-A-Ride/ADA - Cost Per Boarding**

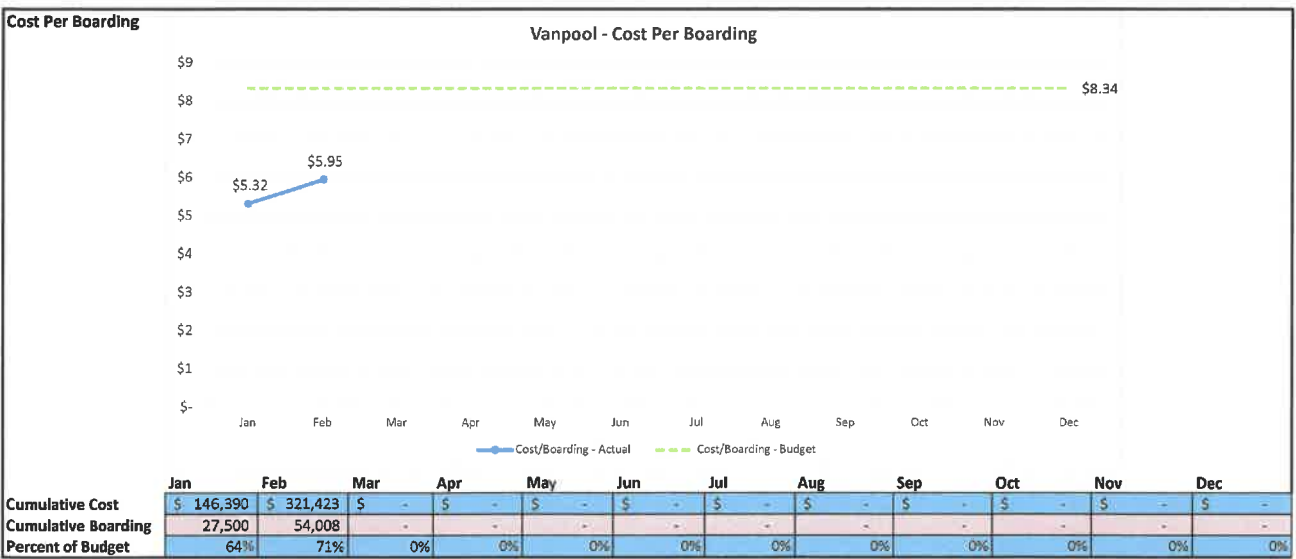
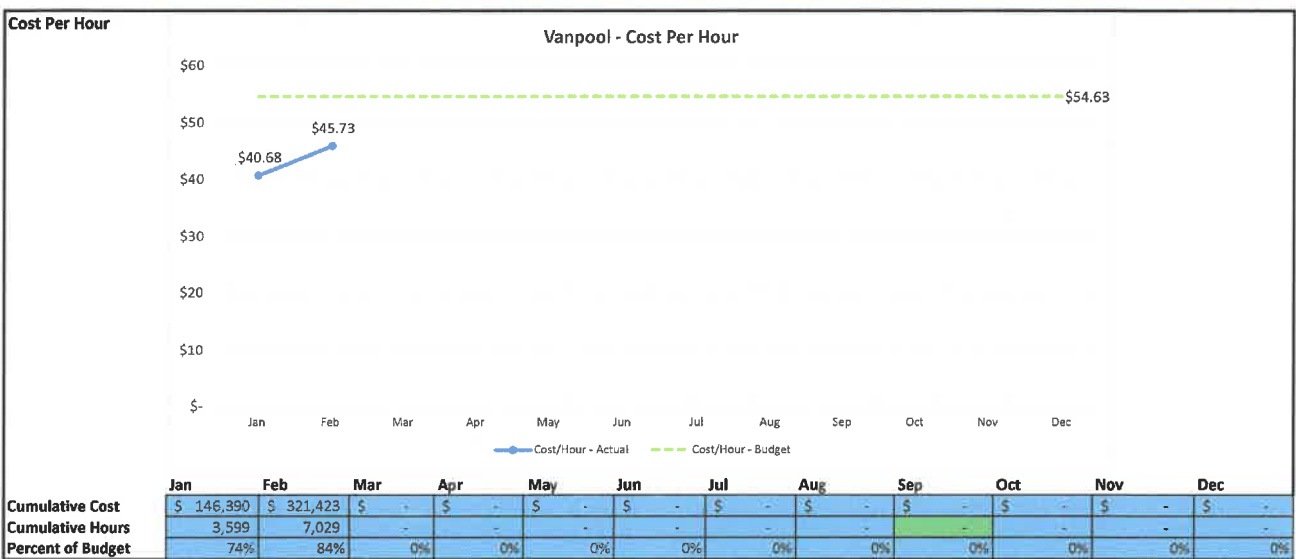
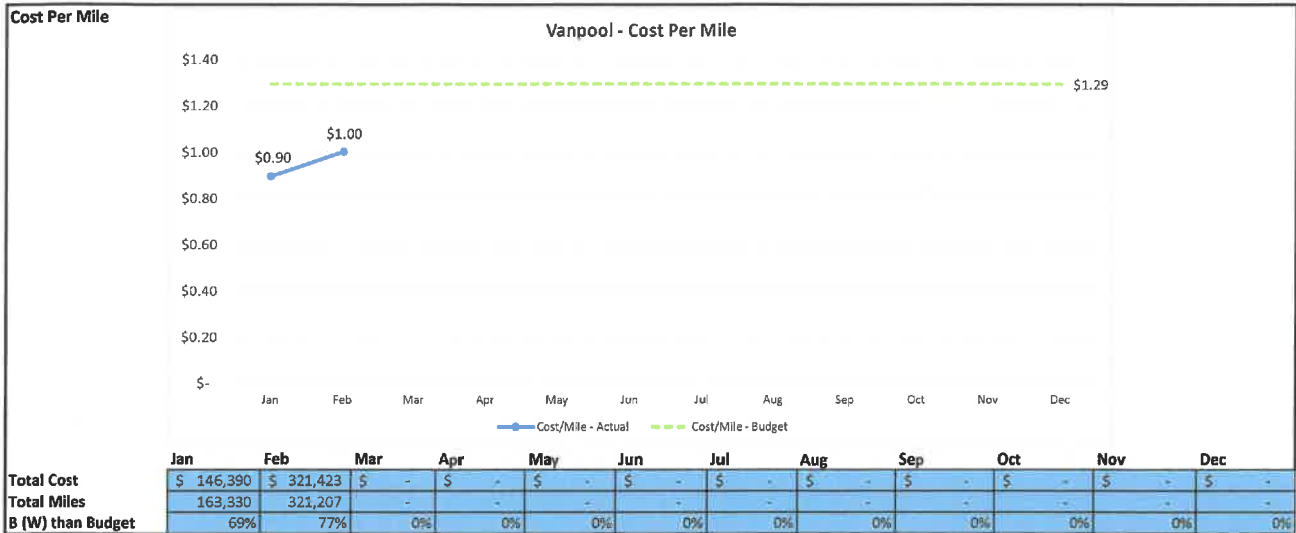


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cumulative Cost	\$ 1,153,177	\$ 2,743,991	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cumulative Boarding	18,906	38,753	-	-	-	-	-	-	-	-	-	-
Percent of Budget	81%	94%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**Legend for Percent of Budget:**

Better than budget by more than 10%
+/- 10% of budget
Worse than budget by 11% - 15%
Worse than budget by more than 15%





**Legend for Percent of Budget:**

Better than budget by more than 10%
+/- 10% of budget
Worse than budget by 11% - 15%
Worse than budget by more than 15%





**Ben Franklin Transit**  
**Comparison Revenue & Expenditures to Budget**  
**For the Period Ending Feb 2024**

	2024 Total Budget	2024 Budget Year to Date	Actual To Date Feb 2024	% Actuals B (W) Budget YTD	Actual To Date Feb 2023	% 2023 B (W) 2023
<b>Operating Revenues</b>						
Bus Passes	\$ 178,066	\$ 29,678	\$ 70,866	138.8%	\$ 67,614	4.8%
Bus Cash	121,934	20,322	6,819	-66.4%	31,615	-78.4%
Dial-A-Ride/ADA	200,000	33,333	34,879	4.6%	37,687	-7.5%
Vanpool	700,000	116,667	134,787	15.5%	145,052	-7.1%
Contracted Services (Via)	25,000	4,167	-	0.0%	1,774	-100.0%
<b>Fares</b>	<b>1,225,000</b>	<b>204,167</b>	<b>247,351</b>	<b>21.2%</b>	<b>283,742</b>	<b>-12.8%</b>
Local Sales Tax (Operating Portion)	43,809,548	6,180,402	6,320,775	2.3%	5,314,069	18.9%
Operating Grants	16,800,000	2,800,000	-	0.0%	1,559,233	-100.0%
CARES Act Funds	-	-	2,500,080	0.0%	1,929,455	29.6%
Miscellaneous	1,808,840	301,473	541,582	79.6%	379,947	42.5%
<b>Total Operating Revenues</b>	<b>\$ 63,643,388</b>	<b>\$ 9,486,042</b>	<b>\$ 9,609,789</b>	<b>1.3%</b>	<b>\$ 9,466,446</b>	<b>1.5%</b>
<b>Operating Expenditures</b>						
<b>Directly Operated Transportation</b>						
Fixed Route	\$ 25,532,578	\$ 4,255,430	\$ 4,486,381	-5.4%	\$ 3,365,577	-33.3%
Dial-A-Ride/ADA	14,028,483	2,338,081	2,075,688	11.2%	1,721,716	-20.6%
Vanpool	1,900,209	316,702	184,738	41.7%	222,186	16.9%
Maintenance	4,029,968	671,661	125,914	81.3%	629,473	80.0%
<b>Purchased Transportation</b>						
Contracted Services - VIA	3,123,468	520,578	454,168	12.8%	433,791	-4.7%
Contracted Services - ARC	1,206,280	201,047	219,865	-9.4%	121,011	-81.7%
<b>Administration</b>						
HR	2,020,708	336,785	235,881	30.0%	237,362	0.6%
Safety / Training	967,295	161,216	147,733	8.4%	231,324	36.1%
Executive / Administrative Services	6,836,629	1,139,438	794,021	30.3%	705,354	-12.6%
Marketing / Customer Service	2,119,687	353,281	265,375	24.9%	198,147	-33.9%
Planning / Service Development	1,878,083	313,014	298,751	4.6%	196,792	-51.8%
<b>* Total Operating Expenditures</b>	<b>\$ 63,643,388</b>	<b>\$ 10,607,231</b>	<b>\$ 9,288,514</b>	<b>12.4%</b>	<b>\$ 8,062,733</b>	<b>-15.2%</b>
<b>Operating Surplus/(Deficit)</b>	<b>\$ (0)</b>	<b>\$ (1,121,189)</b>	<b>\$ 321,275</b>		<b>\$ 1,403,713</b>	
<b>Capital Expenditures</b>						
Local	\$ 9,354,452	\$ 1,559,075	\$ 970,418	-37.8%	\$ 372,693	160.4%
State	6,432,966	1,072,161	79,882	-92.5%	2,303	3368.6%
Federal	6,868,557	1,144,760	-	0.0%	-	0.0%
<b>** Total Capital Expenditures</b>	<b>\$ 22,655,975</b>	<b>\$ 3,775,996</b>	<b>\$ 1,050,300</b>	<b>-72.2%</b>	<b>\$ 374,996</b>	<b>180.1%</b>

\* Excludes budgeted GASB 68 year-end pension adjustment.

\*\* 2024 Capital Budget \$22.7m + Prior Years committed CapEx rolled over to 2024. \$5m to \$7m estimated to rollover to 2025.



**Ben Franklin Transit**  
**Comparison Revenue & Expenditures to Budget**  
**For the Period Ending Feb 2024**  
**Directly Operated Transportation**

2024 YTD Actual Allocated Cost Per(s)				Contracted Paratransit (ARC)	Contracted Services (Via)	Combined
	Fixed Route	Dial-A-Ride	Vanpool			
Fares	\$ 77,685	\$ 34,879	\$ 134,787	\$ -	\$ -	\$ 247,351
Direct Cost	\$ 4,486,381	\$ 2,075,688	\$ 184,738	\$ 219,865	\$ 454,168	\$ 7,420,840
Allocated Cost	\$ 1,131,264	\$ 650,573	\$ 85,837	\$ -	\$ -	\$ 1,867,674
Depreciation - Local (Vehicle only)	\$ 104,580	\$ 17,730	\$ 50,848	\$ 1,218	\$ -	\$ 174,376
Cost for Farebox Recovery Ratio	\$ 5,722,225	\$ 2,743,991	\$ 321,423	\$ 221,083	\$ 454,168	9,462,890
Boarding	407,672	38,753	54,008	8,338	25,043	533,814
Revenue Miles	581,608	280,378	321,207	26,128	182,877	1,392,198
Revenue Hours	36,686	17,571	7,029	1,627	7,795	70,708
<b>Cost per Boarding</b>	<b>\$ 14.04</b>	<b>\$ 70.81</b>	<b>\$ 5.95</b>	<b>\$ 26.52</b>	<b>\$ 18.14</b>	<b>\$ 17.73</b>
<b>Cost per Rev Mile</b>	<b>\$ 9.84</b>	<b>\$ 9.79</b>	<b>\$ 1.00</b>	<b>\$ 8.46</b>	<b>\$ 2.48</b>	<b>\$ 6.80</b>
<b>Cost per Rev Hour</b>	<b>\$ 155.98</b>	<b>\$ 156.17</b>	<b>\$ 45.73</b>	<b>\$ 135.88</b>	<b>\$ 58.26</b>	<b>\$ 133.83</b>
<b>Farebox Recovery</b>	1.4%	1.3%	41.9%	0.0%	0.0%	2.6%

**Directly Operated Transportation**

2024 YTD Budgeted Allocated Cost Per(s)				Contracted Paratransit (ARC)	Contracted Services (Via)	Combined
	Fixed Route	Dial-A-Ride	Vanpool			
Fares	\$ 50,000	\$ 33,333	\$ 116,667	\$ -	\$ 4,167	\$ 204,167
Direct Cost	\$ 4,255,430	\$ 2,338,081	\$ 316,702	\$ 201,047	\$ 520,578	\$ 7,631,836
Allocated Cost	\$ 1,802,220	\$ 1,036,429	\$ 136,746	\$ -	\$ -	\$ 2,975,395
Depreciation - Local (Vehicle only)	\$ 71,387	\$ 17,654	\$ 24,541	\$ 1,203	\$ -	\$ 114,784
* Cost for Farebox Recovery Ratio	\$ 6,129,036	\$ 3,392,164	\$ 477,988	\$ 202,249	\$ 520,578	\$ 10,722,016
Boarding	349,833	44,833	57,333	13,000	34,167	499,167
Revenue Miles	588,667	322,167	369,167	37,167	189,667	1,506,833
Revenue Hours	37,167	20,500	8,750	2,333	10,167	78,917
<b>Cost per Boarding</b>	<b>\$ 17.52</b>	<b>\$ 75.66</b>	<b>\$ 8.34</b>	<b>\$ 15.56</b>	<b>\$ 15.24</b>	<b>\$ 21.48</b>
<b>Cost per Rev Mile</b>	<b>\$ 10.41</b>	<b>\$ 10.53</b>	<b>\$ 1.29</b>	<b>\$ 5.44</b>	<b>\$ 2.74</b>	<b>\$ 7.12</b>
<b>Cost per Rev Hour</b>	<b>\$ 164.91</b>	<b>\$ 165.47</b>	<b>\$ 54.63</b>	<b>\$ 86.68</b>	<b>\$ 51.20</b>	<b>\$ 135.87</b>
<b>Farebox Recovery</b>	0.8%	1.0%	24.4%	0.0%	0.8%	1.9%

**February 2024 Actuals Better (Worse)  
than Budget**

<b>Cost per Boarding</b>	<b>\$ 3.48</b>	<b>\$ 4.85</b>	<b>\$ 2.39</b>	<b>\$ (10.96)</b>	<b>\$ (2.90)</b>	<b>\$ 3.75</b>
<b>Cost per Rev Mile</b>	<b>\$ 0.57</b>	<b>\$ 0.74</b>	<b>\$ 0.29</b>	<b>\$ (3.02)</b>	<b>\$ 0.26</b>	<b>\$ 0.32</b>
<b>Cost per Rev Hour</b>	<b>\$ 8.93</b>	<b>\$ 9.31</b>	<b>\$ 8.90</b>	<b>\$ (49.21)</b>	<b>\$ (7.06)</b>	<b>\$ 2.03</b>

\* Excludes budgeted GASB 68 year-end pension adjustment.



BFT Sales Tax Comparison  
2021 to YTD 2024



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	YTD
2024 Activity	3,779,941	3,890,902	4,462,542	4,404,165	4,461,692	4,845,735	4,376,047	4,276,040	4,559,657	4,191,167	4,349,920	4,724,583	7,670,844	\$ 7,670,844
2023 Activity	3,621,393	3,080,269	4,253,848	4,220,707	4,199,919	4,741,316	4,335,247	4,477,763	4,315,048	4,142,860	3,892,338	4,504,698	51,958,339	\$ 51,958,339
2022 Activity	3,718,461	3,818,560	4,527,951	4,220,707	4,199,919	4,741,316	4,335,247	4,477,763	4,315,048	4,142,860	3,892,338	4,504,698	50,894,868	
2021 Activity	3,217,469	3,080,269	4,253,848	4,162,484	4,127,491	4,434,171	3,995,092	3,907,965	4,136,176	4,100,560	4,129,726	4,726,262	48,271,512	
2020 Activity	2,897,013	2,628,492	2,869,290	2,734,647	3,377,653	3,655,389	3,621,523	3,259,755	3,773,316	3,372,348	3,302,921	3,981,314	39,473,663	
Chg 24 to 23	158,549	205,504	-	-	-	-	-	-	-	-	-	-	364,053	
Chg 23 to 22	(97,068)	(133,162)	(65,409)	183,458	261,773	104,419	40,800	(201,724)	244,609	48,307	457,583	219,885	1,063,471	
Chg 22 to 21	500,991	738,291	274,103	58,223	72,428	307,145	340,156	569,799	178,872	42,300	(237,388)	(221,564)	2,623,356	
Chg 21 to 20	320,456	451,777	1,384,558	1,427,837	749,838	778,782	373,568	648,209	362,860	728,212	826,805	744,948	8,797,849	
Chg 20 to 19	345,798	212,951	(214,627)	(381,139)	(56,538)	(82,385)	214,317	(96,862)	163,901	112,398	(282,544)	226,482	161,752	
% Chg 24 to 23	4.4%	5.6%	-	4.3%	6.2%	2.2%	0.9%	-4.5%	5.7%	1.2%	11.8%	4.9%	5.0%	
% Chg 23 to 22	-2.6%	-3.5%	-1.4%	4.3%	1.8%	6.9%	8.5%	14.6%	4.3%	1.0%	-5.7%	-4.7%	2.1%	
% Chg 22 to 21	15.6%	24.0%	6.4%	1.4%	1.8%	21.3%	10.3%	19.9%	9.6%	21.6%	25.0%	18.7%	22.3%	
% Chg 21 to 20	11.1%	17.2%	48.3%	52.2%	22.2%	-2.2%	6.3%	-2.9%	4.5%	3.4%	-7.9%	6.0%	0.4%	
% Chg 20 to 19	13.6%	8.8%	-7.0%	-12.2%	-1.6%	-	-	-	-	-	-	-	-	
2024 Budget	3,717,000	3,783,000	4,584,000	4,514,000	4,573,000	4,967,000	4,485,000	4,383,000	4,675,000	4,296,000	4,459,000	4,728,000	53,164,000	\$ 7,500,000
2023 Budget	3,680,707	3,513,039	4,384,049	4,227,086	4,601,849	5,074,020	4,571,488	4,468,766	4,739,106	4,447,024	4,513,023	5,179,843	53,400,000	
2022 Budget	3,339,912	3,196,447	3,822,127	3,685,386	4,188,859	4,468,726	4,219,761	4,071,741	4,363,599	4,029,370	4,099,852	4,641,719	48,127,500	
2021 Budget	2,746,574	2,667,953	3,329,812	3,199,984	3,484,955	3,910,393	3,403,113	3,428,179	3,522,917	3,287,186	3,391,233	3,827,701	40,200,000	
2020 Budget	2,627,752	2,488,008	3,176,434	3,209,259	3,537,217	3,849,908	3,166,535	3,226,237	3,156,625	3,105,347	3,015,387	3,478,464	38,037,173	
Vs. 2024 Budget	62,941	107,902	-	-	-	-	-	-	-	-	-	-	170,844	2.3%
Vs. 2023 Budget	(59,315)	172,359	78,493	177,079	(140,157)	(228,285)	(195,440)	(192,726)	(179,449)	(255,857)	(163,103)	(455,260)	(1,441,661)	-2.7%
Vs. 2022 Budget	378,549	622,113	705,824	535,321	1,060	272,590	115,486	406,023	(48,551)	113,489	(207,515)	(137,021)	2,767,368	5.8%
Vs. 2021 Budget	470,895	412,316	924,036	962,500	642,536	523,778	591,979	479,786	613,259	813,374	738,493	898,561	8,071,512	20.1%
Vs. 2020 Budget	269,262	140,484	(307,145)	(474,612)	(159,563)	(194,518)	454,989	33,518	616,691	267,000	287,534	502,850	1,436,490	3.8%





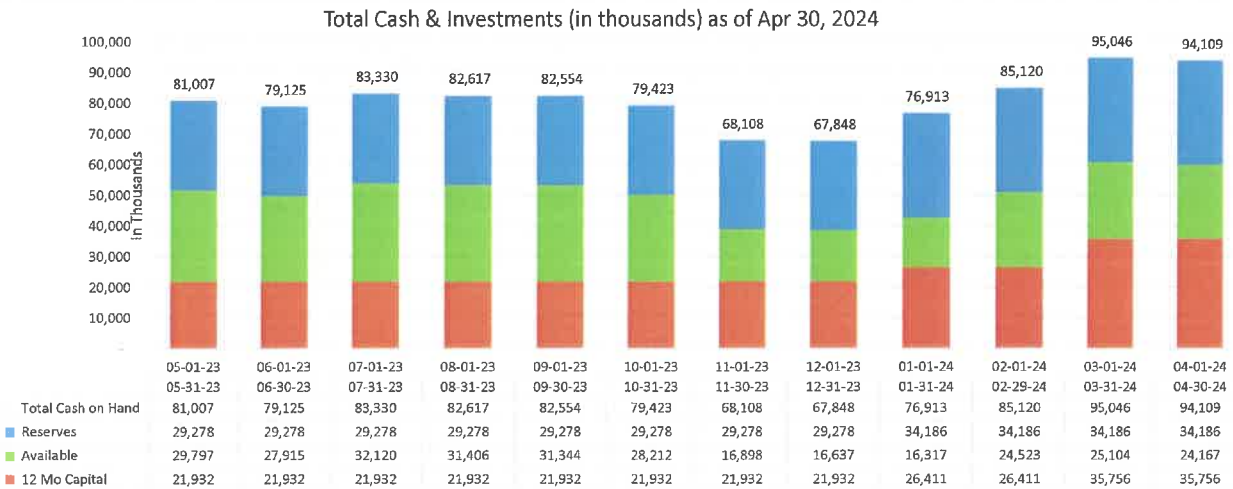
## Ben Franklin Transit Treasurer's Report

Date: May 9, 2024  
 To: Ben Franklin Transit Board of Directors  
 From: Finance Department  
 Subject: Treasurer's Report - As of Apr 30, 2024

The Investment Position of Ben Franklin Transit as of the Close of Business on Apr 30, 2024 is as follows:

ITEM	RATE	MATURITY	COST	% OF TOTAL
WA State Government Investment Pool	5.3975%	Open	\$ 52,554,935	55.8%
US Bank Commercial Paper Sweep Acct	0.0000%	Open	-	0.0%
<b>Subtotal Investments</b>			<b>52,554,935</b>	<b>55.8%</b>
Check Book Balance, Petty Cash, & Travel Account			*	44.2%
			<b>41,553,833</b>	<b>100.0%</b>
<b>Total Cash and Equivalents on Hand</b>			<b>\$ 94,108,769</b>	
<b>Less Reserve Funds</b>				
Operating Reserves			(15,910,000)	
Fuel Reserves			(3,076,000)	
Fleet Replacement Reserves			(8,450,000)	
Non-Fleet Capital Reserves			(6,750,000)	
<b>Total Reserves</b>			<b>(34,186,000)</b>	
<b>Subtotal Funds Available</b>			<b>59,922,769</b>	
<b>Local Funds Obligated for Capital Projects (2024 - 2030)</b>			<b>(35,756,223)</b>	
	<b>Local Funds Approved Budget Authority</b>	<b>12 Month Estimated Outflows (*)</b>		
Fleet Vehicles	(16,644,683)	(12,896,106)		
Facilities - Transit Centers & Amenities	(35,541,007)	(13,231,209)		
Facilities - MOA Campus	(13,673,697)	(4,903,049)		
Technology	(8,209,400)	(3,511,423)		
Other	(4,697,624)	(1,214,435)		
	<b>(78,766,411)</b>	<b>(35,756,223)</b>		
<b>Net Funds Available</b>			<b>\$ 24,166,546</b>	

\* 2024 Capital Budget \$22.7m + Prior Years committed CapEx rolled over to 2024. \$5m to \$7m estimated to rollover to 2025.







# Additional Board Information

## May 2024

1. 90-Day Procurement Outlook as of 04/23/2024

As of: 4/23/2024	Budget	Estimated Cost	Contract Term	Type IFB/RFP	Estimated Release Date	Estimated Award Date	Executive Board Committee
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**In Progress**

**Color Code: Yellow - In Process**

Marketing Consulting & Advertisement Placement Services	Operating	\$500,000	Up to 5 Years	RFP	3/10/2024	7/15/2024	X
Mobile Ticketing Technology Services	Operating	\$250,000	Up to 5 Years	RFP	3/18/2024	7/15/2024	X

**May**

**Color Code: Green - Recommendation for Award**

Contract for fixed route bus replacement engines and transmission parts for up to 20 older buses	Capital	\$1,313,592	Up to 2 Years	IFB	3/1/2024	5/15/2024	X
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**June**

**Color Code: Grey - Future Procurement Awards**

Acceptance of Capital Project: Administration Building HVAC	Capital	\$116,045	6 Months	IFB	NA	NA	X
Acceptance of Capital Project: Chassis Wash Lift Replacement	Capital	\$483,798	6 Months	IFB	NA	NA	X
Acceptance of Capital Project: Bus Stop Improvements	Capital	\$476,900	Up to 2 Years	IFB	NA	NA	X
Award of Driver Uniforms	Operating	\$375,000	Up to 5 Years	RFP	4/16/2024	6/20/2024	X

**July**

Mobile Ticketing Technology Services	Operating	\$250,000	Up to 5 Years	RFP	3/18/2024	7/15/2024	X
Marketing Consulting & Advertisement Placement Services	Operating	\$500,000	Up to 5 Years	RFP	3/10/2024	7/15/2024	X

